

REGULAR COUNCIL MEETING
December 14, 2022
Approved Minutes

DATE: December 14, 2022
TIME: 4:30 p.m. – 6:33 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Jill Chandler; Gordie Cox; Ron Dowling; Jody Jackson; Jeff MacDonald (via Zoom); Jeremy Crosby, CAO; Kevin Reynolds, Director of Planning, Development, and Heritage; Kim O’Connell; Director of Finance and Technology; Jeremy Pierce, Deputy CAO and Director of Recreation, Culture, and Events; Jeannie Gallant, Director of Infrastructure; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Nil

CHAIR: Mayor Steve Ogden

1. CALL TO ORDER

Mayor Steve Ogden called the Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those who were viewing via social media.

2. DECLARATIONS OF CONFLICT OF INTEREST

No declarations were made.

3. APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Steve Gallant and seconded by Councillor Jody Jackson that the agenda be approved as circulated.

4. ADOPTION OF THE MINUTES

It was moved by Deputy Mayor Steve Gallant and seconded by Councillor Gordie Cox that the regular monthly meeting minutes of November 9, 2022, be approved as circulated.

5. BUSINESS ARISING FROM THE MINUTES

Nil

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

The report was included in the agenda package for Council to review. Mayor Ogden reviewed his report as follows:

- I would like to recognize and congratulate the new Town of Stratford Council. The Swearing-in-Ceremony we all attended was very solemn and meaningful. We have a great group, and I am looking forward to serving the Town with these fine people
- On Remembrance Day I had the honour of laying a wreath on behalf of the Town to commemorate the sacrifices of Veterans and in memory of all those who have died protecting our freedom
- Attended a public meeting held to receive feedback from residents on proposed zoning changes of our downtown
- Along with CAO Crosby, met with representatives of Habitat for Humanity to discuss possible future initiatives
- Participated in a virtual meeting with the Honourable Bill Blair, Federal Minister of Public Safety to discuss Hurricane Fiona relief needs
- Many great comments were received on the donation of lights from the family of the late Harry James
- Was impressed with the Santa in the Park event where cookies were served by the youth centre volunteers
- Along with CAO Crosby, attended two meetings with the Mayor of Charlottetown and PACE Atlantic representatives about the Switch Program and coordination with a new provincial program
- Participated in the 'Memorial Walk' for the late Cheryl Duffy who was instrumental in starting the Town's youth centre
- Was honoured to participate in the Opening Ceremony for the Markan Memorial Tournament in Pownal
- Had the pleasure of attending the RCMP Change of Command Ceremony.

8. CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT

The report was included in the agenda package for Council to review. The CAO gave an overview of his report as follows:

- Met with PACE Atlantic regarding the Switch Program relaunch
- Attended the planning board meeting
- Met with officials from the province regarding the Building Officials Act and Regulations
- Housing Supply Challenge working group meeting
- Met to discuss an update to our work order and complaint tracking program (VUEWorks)

- Met with AOR Consulting to discuss the Housing Supply Challenge
- Attended the Switch Program Economic Analysis Presentation
- Attended the 'Interpretive Panel' unveiling
- Annual review meeting with RBC to discuss the Town's banking needs
- Met with the Mayor and each new Councillor
- Attended the Finance Committee to hear more about the proposed Tourism Levy Bylaw
- Attended the Canada Winter Games volunteer information session
- Attended the Climate Cohort Kickoff workshop put on by the AIM Network and the Federation of Prince Edward Island Municipalities (FPEIM)
- Met with the Atlantic Canada Opportunities Agency (ACOA) to discuss the status of our funding application for the waterfront development project
- Participated in the annual staff team building day
- Attended the monthly Charlottetown Area Development Corporation (CADC) meeting
- Attended a long-term budget forecast meeting with the department heads
- Had an orientation session and presentation for the new Council.

In addition to the above, conducted meetings with staff, attended to several items in preparation for the new Council to take office, updated the Switch Program file, reviewed infrastructure projects, and timelines, discussed the province's proposed economic population strategy with the provincial executive director of Economic and Population Growth and dealt with various staff HR related issues. In addition, I attended to other Town and Utility related business as required.

9. SAFETY SERVICES

a) Report

Included in the agenda package for Council to review. Councillor Jackson stated that he was excited to be back at the Council table. He took a moment to thank former Deputy Mayor Gary Clow who sat at the Council table for 19 years, and for everything he has done for the Town.

Councillor Jackson also thanked the residents of ward 3 who have given both him and Deputy Mayor Steve Gallant the chance to prove themselves over the next four years.

Councillor Jackson stated that the minutes from the meeting held on November 21, 2023, were included in the agenda package and he briefly reviewed the report as follows:

Citizens on Patrol is looking for some additional people. They have been working with the RCMP liaison to get a little more information on what is happening in the community, and that has been very helpful for the group.

b) Street Light

Councillor Jackson noted that infrastructure coordinator Charlie Koughan assessed the request for additional lighting on Cardiff Lane, and he recommended that two new streetlights be added to the existing poles and the Safety Services Committee agreed.

Councillor Jackson noted that he made a call to the RCMP on behalf of a resident regarding increased activity taking place at Kinlock Beach at night, and he felt more lighting in the area might help. He added that the additional patrols being made by the RCMP are appreciated.

c) RCMP

Councillor Jackson stated that he heard a lot of good comments regarding the RCMP and what an excellent job they are doing when he was campaigning.

It was noted that we do continue to see an increase in concerns related to mental health and addictions and we want to make sure we have adequate resources to serve and protect the community. Councillor Jackson asked Constable Bowring if she had anything to add on the issue. Constable Bowring agreed that mental health was an ongoing concern that needed to be addressed.

Constable Bowring noted that there has been a lot of theft from vehicles and typically it is a theft of opportunity. She noted that windows are not being broken – items are being taken from vehicles that have been left unlocked. However, she added that the RCMP is working diligently to try and curb the thefts.

Constable Bowring noted that the RCMP responded to 146 occurrences during the month of November. Calls included such things as speeding tickets, motor vehicle collisions, assault - among other things which are included in the RCMP report for Council's perusal.

Deputy Mayor Gallant asked Constable Bowring if she had any words of wisdom regarding the upcoming holidays and impaired driving and Constable Bowring replied that other than the fact that it is illegal to drive while impaired - there will be periodic check stops made, and the provincial traffic unit will be in full force as well.

Councillor Chandler asked Constable Bowring if she could further explain what would be included under the Mental Health Act. Constable Bowring explained that there is a

‘scoring’ on the reporting system that they use, and it would either be offences or non-offences under the Mental Health Act. When a call is received, and an officer responds, it would be at their discretion to determine the appropriate way to handle the call.

Councillor Cox noted that he was looking at theft over the past few years – especially theft from a motor vehicle. He stated that in speaking with people in his ward they have indicated that they have been ‘hit’ multiple times. He noted that there is quite an increase (34) in 2022 compared to the previous two years. Constable Bowring replied that it is frustrating and preventable; if we could just get people to lock their car doors and this is a message we want to get out to the residents.

Mayor Ogden noted that we have been meeting with the Chief Superintendent Derek Santosuosso on a quarterly basis and one of the things that is currently being looked at is the need for policing in Stratford over the next five years. The new chair of Safety Servies will be part of the next discussion.

d) Humane Society Report

The report for the month of November was included in the agenda package.

e) Transit

The report for the month of November was included in the agenda package. Councillor Jackson noted that transit is one of his priorities and he would like to expand our service to include ward 3 where possible. He noted that looking at the ridership overall, we are getting back to pre-Covid levels which is encouraging, and there is a lot of potential for growth.

Councillor Jackson noted that he did attend a meeting with Habitat for Humanity regarding increasing their presence in the Town.

Councillor Cox noted that the safety issue regarding the turn at the ‘blue church’ has come up time and time again, and there have been some very close calls at that turn. He asked where the Town stands on the issue and the CAO replied that we have been in discussions with the province on several intersections, but that one has definitely been a trouble spot. The CAO felt that we are making some headway, as he has heard that the province may be purchasing some land for a potential round-about in the future. However, he stressed that although they are provincial priorities, we have made it known to the province that it is a priority of the Town. The CAO added that the Bunbury Road/Hopeton Road intersection is also a high priority. He noted that we will receive more information as the province moves along in their capital budget.

f) Cross Roads Fire Department

The report for the month of November was included in the agenda package. Councillor Jackson stated that the fire department continues to work on recruitment. He noted that he would like to speak with Chris Landry who retired from the fire company after 23 years of service. Councillor Jackson noted that he went to school with Chris, and he has always admired his dedication, and he would like to wish him all the best.

10. RECREATION, CULTURE AND EVENTS

a) Report

The report was included in the agenda package. Councillor Jill Chandler stated that she was honoured to be on Council and is looking forward to the next four years. She gave an overview of the report as follows:

We wanted to thank the individuals who contributed their time and input on the following committees over the past two years:

On the Recreation, Culture, and Events Committee, we would like to thank Ken Wakelin, Janet Compton, Stephanie Taweel, Kyle Hahn, and Jeff Ford.

On the Arts and Culture Committee, we would like to thank Elizabeth DeBlois, Shaun MacNeill, Sandra MacMillan, Gary Schoenfeldt, and Della Wood.

On the Events Committee, we would like to thank Robyn Kamps, Adrienne Montgomery, and Debbie Reid.

We also want to say thank you to Councillor Steve Gallant for chairing these committees for the past four years and former Councillor Darren MacDougall who served as vice-chair for the past two years.

Arts and Culture - Councillor Chandler noted that the adult art programs are now open for registration and classes will begin in early January and run through to early April.

The artwork 'Leap' was installed in Pondside Park, and it is almost six feet tall, and Councillor Chandler encouraged everyone to get down to see the artwork.

Events - The annual Remembrance Day Service was held on November 11th and a special thank you goes out to MC Sgt. (retired) Debbie Reid, Parade Marshall, Capt. (retired) Karen Spears, Col. (retired) Jim Spears, PEI Poet Laureate and Mi'kmaq knowledge Keeper, Julie Pullissier-Lush for their participation in the service. Thank you also goes

out to the Stratford youth centre members who volunteered setting up for the service, provided readings, assisting with the reception, and the post-event cleanup.

The Town would like to thank the children of the late Harry James for the wonderful donation of thousands of lights, candy canes, and various light displays to the Town. The donated lights were set up in the community gardens, along with several light strands being displayed in the butterfly garden in Cotton Park. The light shows at the James' home on Wren Drive have been an annual tradition for well over a decade and the Town hopes to carry on the Christmas spirit for years to come.

The second annual Hanukkah Menorah Lighting will be held on December 19 starting at 4:00 p.m. This will be the second night of Hanukkah and a small reception will follow the lighting.

For the first time in three years, the Town will host the annual New Year's Day Levee January 1, 2023, from 12:00 p.m. until 1:30 p.m. Council will receive the public in the front foyer beginning at noon.

Stratford Youth Centre and Council – the first Annual 'Cheryl Duffy Walk' was recently held on November 26 in the Town's gymnasium and walking track. It was a huge success with 158 walkers participating. The event raised more than \$6,000 for the Stratford Youth Centre. A portion of the money raised will be used to establish the 'Cheryl Duffy Memorial Service Award' which will be awarded annually to current and former youth centre members who will be attending post secondary education. The award will be based on volunteerism and community involvement – not academics.

Programs – All winter 2023 programs opened for registration during the first week of December with programs beginning in January. A new program being offered for the winter season is the Co-ed Adult Soccer Program. January will also see the continuation of the Indoor Tennis Programs for youth and adults which began in November.

Fitness Area & Gymnasium – The Fitness area averaged 95 people per day for the month of November. The Town anticipates these numbers to increase substantially with many New Year's Resolutions centered around personal health and well-being. All available hours in the gym are now booked with programs. Friday afternoon open gym pickleball is the only open gym offering we still have available.

11. FINANCE AND TECHNOLOGY

- a) The report was included in the agenda package for Council to review. Councillor Ron Dowling took a moment to thank the residents of ward 1 for putting their faith in him to

be part of Council for the next four years. He also expressed his appreciation to former Councillors Derek Smith and Gail MacDonald for their years of service on Council.

Councillor Dowling noted that he met with finance director Kim O'Connell on a few occasions to try to get himself up to speed on things and set dates for future committee meetings. He noted that the Finance and Technology report was circulated with the agenda package and stated that if anyone has any questions he will try to answer them.

Mayor Ogden noted that one of the key things discussed at that meeting was the tourism levy, and the fact that we are going to put it on hold. The finance director added that we did do a first reading at Council, but then we decided to put the item on hold until the planning department defined the regulations around short term rentals. We felt that it would be easier for our residents to understand if we included short term rentals with the tourism levy.

b) Financial Statements

Included in the agenda package for Council to review.

Councillor Jackson asked if there was any update on disaster relief in regard to Hurricane Fiona and the finance director replied that we submitted an estimation of our costs, but we will need to submit the invoices and a copy of the cancelled cheques in order to be reimbursed.

12. PLANNING, DEVELOPMENT AND HERITAGE

a) The Report was included in the package for Council to review.

Councillor Jeff MacDonald stated that there will be many exciting things over the next four years, and he knows that the departments, as well as Council, is up to the challenge. He took a moment to acknowledge former Councillors Jill Burridge and Darren MacDougall.

Councillor MacDonald noted that there is no planning report; however, he did note that a public meeting took place in late November regarding the Gray Group Core Area proposed rezoning, and we received valuable feedback from residents.

The next steps for the planning board will be to review the proposal results and comments received, and then make a recommendation to Council. This will be a major focus in the new year.

Levy – The short term accommodation bylaw is part of the work plan this coming year, and we will be discussing it at the January meeting. Councillor MacDonald noted that he expects to have a lot of public input on this bylaw.

Building Permit Summary – It was noted that there was a fair number of building permits issued, although November seemed to be a slower month. An increased amount of accessory building permits were issued, and this could be due to Hurricane Fiona.

Councillor MacDonald stated that we should also keep in mind the raising interest rates and inflation, as they could possibly have an impact on the number of building permits being issued in the future.

13. INFRASTRUCTURE

- a) Report - The Report was included in the package for Council to review.

Deputy Mayor Steve Gallant noted that he is looking forward to the next four years and working with everyone. He also wanted to give special acknowledgement to the former Councillors noting that a lot was accomplished over the past four years. He also took a moment to acknowledge the residents of ward 3 for their vote of confidence in him for a second term.

The infrastructure staff remain very busy with the ongoing cleanup and repair work resulting from Hurricane Fiona. It seems with each high wind event more trees come down. Staff is being assisted by Downeast Landscaping to remove downed trees along our trails and in our parks, playgrounds, and greenspaces.

Several infrastructure projects under design are progressing well and on track for tendering in January and February, such as the waterfront boardwalk, the Kinlock Road multi-purpose path, the community campus site servicing, and the upgrades at the Corish sewage lift station. Staff is involved with the review and coordination with the consultants to keep these design projects on schedule.

Earthform has completed the installation of the new sidewalk along Keppoch Road. There are a few deficiencies to be addressed but the sidewalk is open for use.

Eastern Trenchless Ltd. has completed the renewal of two sections of concrete sewer main along MacDonald Road and East River Drive. This work provides new life to the sewer main and seals all joints and areas where ground water was penetrating into the system.

Two tenders were received for the exterior painting of the municipal complex with the intent to complete the painting next summer. Both tenders were significantly over budget so a supplemental budget will be required. The information will be brought to the next Infrastructure Committee meeting for a recommendation to bring a resolution to Council.

An RFP is being prepared for design/build services for the addition of a water tower. The intent is to begin the work as early as possible in the spring.

Two RFPs just closed for consulting services – one to complete an update to the Active Transportation Plan and the other to design upgrades for the Bunbury sewer lift station. Evaluation of the RFPs will be done next week.

Infrastructure staff has been busy with the following:

- All seasonal buildings have been shut down and winterized
- Winter equipment has been serviced and is ready for the first snowfall
- All seasonal water meters have been removed
- Bylaw complaints and investigations are ongoing
- Sewer and water infrastructure maintenance and inspection is ongoing
- Annual flushing of the sanitary sewer and the water main system is near complete
- Water and sewer inspections and water turn-ons for new development is ongoing; and
- Christmas decorating has been completed and is now being maintained.

During the month of November there were no major sewer or water emergencies. A water valve was discovered to need replacement and a scheduled repair was completed last week, with minor disruption to customers.

A sprinkler was activated in the vestibule entrance to the Town Hall causing water damage. There was no fire detected and it is thought that the unit heater in the ceiling may have overheated. A contractor is being engaged for the repair; however, availability has been an issue. The Town's insurance provider has been notified of the incident in case a claim needs to be put through.

14. COMMITTEE OF THE WHOLE

- a) Report was included in the agenda package for Council to review.

b) Resolution CW015-2022 – Regularly Scheduled Council Meetings – Date, Time, and Location

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Jody Jackson

WHEREAS the Town of Stratford must post an annual schedule of the regular monthly Council meetings; and

WHEREAS the date, time, and location of each meeting must be posted on the Town's website, on the notice Board within the Town Centre, and in the Stratford Newsletter; and

WHEREAS it was agreed at a Committee of the Whole meeting that all future Council meetings will be held at 4:30 p.m.

BE IT RESOLVED that the date, time, and location of Regular Council Meetings will be held as follows:

DATE	TIME	LOCATION
• January 11, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• February 8, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• March 8, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• April 12, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• May 10, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• June 14, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• July 12, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• August 9, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• September 13, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• July 8, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• August 12, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• September 9, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• October 11, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• November 8, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• December 13, 2023	4:30 p.m.	234 Shakespeare Drive, Stratford, PE

Discussion: It was noted that there were some dates that were incorrect on the document included in the agenda package; however, it was noted that they have been corrected on the original document.

Question: **CARRIED**

c) **Resolution CW016-2022 Committee Member Appointments**

Moved by Councillor Ron Dowling

Seconded by Councillor Gordie Cox

WHEREAS Council has established a number of Standing Committees and Sub-committees in the Council Procedural Bylaw, Bylaw #47, to advise and assist Council in its deliberations; and

WHEREAS the Bylaw provides for the appointment of residents and stakeholders by Council to provide public input to Council in its deliberations.

BE IT RESOLVED that the following residents and stakeholders be appointed to the Standing Committees and Sub-committees for a two-year term from December 1, 2022, to November 30, 2024, as follows:

Accounting and Engagement Committee

Jordon Cameron

Jeffery Collins

Kim Dudley

Brett Van Heyningen

John Walker

Finance and Technology Committee

Ashley Hansen

Robert MacDonald

Pat Ryan

Khalid El Shami

Lauren Vail

Infrastructure Committee

Cliff Campbell

Alex Dalziel

Malcolm MacKenzie

Nicolas Pecoskie

Nicole Phillips

Planning, Development, & Heritage Committee

Gregory Anthony

Dawn Binns

Kathleen Brennan

Daniel Neuffer

Adam Ramsay

Heritage Sub-Committee

Elaine Gaudet

Doug Kelly

Robin Hewitt

Natalie Munn

Jaklyn Panting

Recreation, Culture & Events Committee

Barrington Duffy

Elizabeth DeBlois

Shawn MacDougall

Rob Power

Gary Schoenfeldt

Safety Services Committee

Rob Harding

Kent MacDonald

Wilfred MacDonald

Sustainability Committee

Angela Banks

Andrew Davies

Michael Fleischmann

Melanie McCarthy
Amanda Thoy

Tyler Gallant
Christina MacLeod

Diversity and Inclusion Sub-Committee

Shamara Baidooobonso
Noelle Duncan
Matthew Feehan
Rebecca Mok
Farahnaz Rezaei
Abraham Roy
Thilak Tennekone

Discussion: This resolutions bears the recommendation of Council based on various emails and discussions held over the month of December.

Question: **CARRIED**

15. SUSTAINABILITY COMMITTEE

a) No Report

Councillor Gordie Cox took a moment to thank the residents of ward 1 for their vote of confidence in him and Councillor Dowling. He thanked the former Councillors for their excellent work in ward 1 and he also wanted to give a 'shout out' to Stevie MacDonald who was did such a great job for many years.

Councillor Cox noted that sustainability is a fairly large portfolio, and he understands that there will be a lot of work for both him and his vice-chair.

b) **Resolution SC004-2022 – Signatory Request Policy**

Moved by Councillor Gordie Cox

Seconded by Deputy Mayor Steve Gallant

WHEREAS the Town receives many requests for support from different organizations and causes every year; and

WHEREAS the Sustainability Committee felt that a policy should be created in order to streamline these requests for both Council and staff.

BE IT RESOLVED that the attached Policy, Policy # 2022-SC-03, be hereby approved.

Discussion: This resolution bears the recommendation of the Sustainability Committee.

Councillor Chandler referred to the section that states: signatory requests will not be considered if they are of or from: i. Political, factional or religious associations or viewpoints; ii. Are known supporters of false, misleading or deceptive messages; iii. Organizations expressing discriminating viewpoints; iv. Violate, limit or exclude any human rights; v. Any other content that is considered inappropriate in the opinion of the Town of Stratford.,

Councillor Chandler felt that this section is inferred, and she didn't think it was necessary to include it. Mayor Ogden noted that we have always prided ourselves on evidence based decisions and the evidence would need to be evident in order for us to make a determination. Wendy added that if someone takes the time to fill out an application. a group of people will review the application. Wendy noted that this wording is also used for our sign board and social media platform.

Councillor Jackson asked Wendy if she could provide an example and Wendy replied that requests would be typically from national or international causes and often times when these requests are made we meet with the group or individual. If we sign on with them - in a month or two they may ask for some funding. However, we might not be able to support them financially, although we have signed on to support them. Wendy added that we can absolutely support great causes by way of proclamations and also on our social media platform. Councillor Chandler thanked Wendy and Mayor Ogden for the clarification.

Councillor Cox noted that he signed up to an organization called the 'Climate Caucus Network and there is more than 500 former and current elected municipal officials across Canada involved. He noted that there is going to be a 2023 summit held in British Columbia in February and we are invited to join via Zoom.

Question: **CARRIED**

16. ACCOUNTABILITY AND ENGAGEMENT

a) No Report

17. HUMAN RESOURCES

a) No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

a) No inquiries were made

Deputy Mayor Gallant noted that Starbucks is a new business in the Town, and he hoped that Town residents will support it.

19. OTHER COMMITTEES

a) Stratford Senior's Complex

No Report

20. APPOINTMENTS TO THE COMMITTEE

Nil

PROCLAMATIONS

Nil

21. OTHER BUSINESS

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:33 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO