REGULAR MONTHLY COUNCIL MEETING
June 12, 2019
Approved Minutes

DATE: June 12, 2019

TIME: 4:30 p.m. – 7:37 p.m.

PLACE: Stratford Town Centre, 234 Shakespeare Drive

ATTENDANCE: Deputy Mayor Gary Clow (left the meeting from 5:00 p.m. until 5:30 p.m.) Councillors Derek Smith; Steve Gallant; Gail MacDonald; Robert Hughes, CAO; Jeremy Crosby, Deputy CAO and Director of Infrastructure; Jeremy Pierce, Director of Recreation, Culture, and Events; Kevin Reynolds, Director of Planning, Development, and Heritage; Kim O'Connell, Director of Finance and Technology; Wendy Watts, Community Engagement Coordinator; and Mary McAskill, Recording Clerk

REGRETS: Councillor Jill Burridge and Councillor Darren MacDougall

CHAIR: Mayor Steve Ogden

Mayor Ogden took a moment to acknowledge the land upon which we gather is the unceded territory of the Mi'Kmaq people, and we pay our respects to the indigenous Mi'Kmaq people of this territory past, present, and future.

1. CALL TO ORDER
Mayor Steve Ogden called the Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those in attendance.

2. APPROVAL OF THE AGENDA
It was moved by Councillor Derek Smith and seconded by Councillor Steve Gallant that the agenda be approved as circulated. Motion Carried.

3. APPROVAL OF THE MINUTES
It was moved by Councillor Gail MacDonald and seconded by Councillor Derek Smith that the Regular Meeting Minutes of May 8, 2019 be approved as circulated.

4. BUSINESS ARISING
Mayor Ogden asked for an update on a transit stop at Andrews of Stratford, and Jeremy Crosby replied that we did ask Trius if they could move the stop closer to Andrews of Stratford, but based on the route they have now they are not able to do

that. However, they did agree to meet with the Andrews of Stratford residents to see if there is another way to transport the residents. Jeremy stated that he is going to set up the meeting between T3 Transit and the residents of Andrews of Stratford to see if there is anything they can do to accommodate their needs. Mayor Ogden noted that it is quite a long walk for the residents and if we could arrange for busses to go to Andrews a few times a week so they could have an outing. Jeremy noted that there will be a discussion to see what the options are adding that whatever we do there will be a cost associated with bringing busses to Andrews.

Mayor Ogden asked Robert if he had anything to report regarding the welcome centre and Robert replied that he has not heard anything back yet. Mayor Ogden explained that the welcome centre would be used as a gathering centre for the different newcomers groups.

Mayor Ogden asked if there was a meeting regarding the response time on the Hillsborough Bridge when accidents occur and Jeremy Crosby replied that he is still trying to get a meeting set up. He stated that there will be times when there are delays, but he will continue to work on getting the group together for a meeting.

It was noted that both police departments are on the same channels now and that will be helpful.

5. PRESENTATIONS FROM THE FLOOR

a) Water School Presentations

Councillors, Staff, Parents, and most importantly - Students,

On behalf of Town Council, I want to welcome students and their families and friends here today. The Town of Stratford places tremendous importance on our environment, and is very motivated to maintain the quality of our water, and the health of our waterways, forests, wetlands, and wildlife.

The Town of Stratford and the Stratford Area Watershed Improvement Group have just completed their 11th year of water school, and are proud of the success of this initiative and the lasting impact it has had on approximately 2800 students. This education program has been remarkable, demonstrating the desire of our community and those within the watershed's boundaries, to become a more sustainable place to live, work and play. Through water school, the Town and the watershed group are instilling a sense of environmental responsibility into the students who attend, and the youth leave eager to change how they use water and treat the natural world around them. It is you students, who now have the responsibility of sharing your new knowledge with your family, friends, and community.

You were chosen to be here today because we know you can make a change. We believe that you carry the message of water conservation and watershed protection better than anyone, and we trust all of you will go out and make a difference in your world.

Today we want to honour you for your achievement in winning the water school Calendar Art Contest. Your artwork sends a clear and beautiful message that your water and environment are important to you. This award is about being a leader of change in the way you live and in your way of thinking. It is a lifetime commitment of striving to change for the good of our environment, but we know you are up to this challenge.

So on behalf of the Town of Stratford, congratulations students, we are very proud of you. As a way to honour you here today, we have for you a framed piece of your artwork. Each piece of art will represent a month in next year's school calendar, and 1500 calendars will be given out before the end of the year.

As I call your name, please come forward. Your winning artwork will be displayed on the overhead screen. The winning artwork for the month of:

July – Keeley Doucette	August – Kate Campbell	September – Ellen MacLeod
October – Olivia Barry	November – Evelyn Bulpitt	December – Abigail McCarthy
January – Ashley Gauthier	March - Maria Cooke	April – Vivian Nguyen
May – Don Zhang	June – Rosalyn MacGregor	

It was noted that each year there is one drawing that stands out for its unique message or slogan and is chosen for the cover of the calendar. This year's winner of the **calendar cover and the month of February** is **Leila Lei.**

Following the presentations, the children and their parents were invited to attend a small reception of light refreshments in the foyer, and a group photo was taken.

6. CARI REPORT

Kim noted that the CARI board met recently to review the financial statements and they will be approved at the board meeting next week.

7. MAYOR'S REPORT

Following is a list of some of the meetings and events attended by the Mayor since the last Council meeting:

- interviewed by CBC following the May Council meeting;
- attended the Stratford playground group Mother's Day fundraising event at Our Lady of Assumption Church Hall, and since that event there have been more donations given. Mayor Ogden took a moment to recognize the $10,000 donation made by the Kiwanis Club;
- participated in Women's Institute Roadside cleanup;
- attended a CARI meeting with Chair Shawn Murphy, Mayor Philip Brown and UPEI president Dr. Alaa Abd-El-Aziz – one of the issues we would like to see is some recognition for is the contribution that the Town makes to the CARI Centre;
- attended Senior's Committee meeting;
- met with several new business owners;
- attended the RCMP response team demonstration event at Slemon Park;
- attended the Chamber of Commerce Luncheon and Premier King gave a speech and held a Q & A session;
- attended a breakfast booster with the Stratford Business Group;
- met with Chair of Planning and the Director of Planning regarding a rezoning request
- attended the resident survey presentation;
- met with Minister of Fisheries and Communities Jamie Fox, and Mayor Philip Brown; and staff from both Charlottetown and Stratford were in attendance;
- attended the Stratford Cadet Graduation Event where the cadets demonstrated their drills;
- met with MLA Michelle Beaton on Stratford issues;
- met with MLA James Aylward on Stratford issues;
- on site meeting at Partridge Park with resident and Counsellor Jill Burridge;
- attended the Mayflower Seniors Club season closing dinner;
- youth centre yard sale was a great event;
- co-hosted first half of Stratford Hour on QEH Telethon and attended the grand finale;
- met with three permanent residents and assisted them with immigration and other issues, and put them in touch with staff from the MP's office.

8. CHIEF ADMINISTRATIVE OFFICER (CAO)

The report was included in the package. Robert gave an overview of his report noting that there is a separate memo in the agenda package on election expenses and they are posted on the Town's website.

Robert noted that in the last month he has been working on the Community Campus and we have received the report from the consultant on the engagement that we conducted, and we expect to receive the draft report on the four sites in the next few days.

The draft Council Code of Conduct Bylaw, the draft Conflict of interest Bylaw, and the draft Council Procedural Bylaws have been revised based on committee and Council feedback.

Robert noted that he prepared a brief and joined Mayor Ogden for a meeting with Minister James Aylward and MLA Michele Beaton. He also prepared a brief and along with Mayor Ogden and Deputy CAO Jeremy Crosby, met with Minister Jamie Fox regarding the shellfish closures.

Robert noted that Jade Verra was chosen as the new Research and Engagement Coordinator and she will start work on June 24. Daniel Zhang was chosen as the new Financial Coordinator and he will start on July 2.

Mayor Ogden noted that in the CAO Report it states that job and salary information was transmitted to Korn Ferry and he wondered if that was an individual or a company, and Robert clarified that the Hay System was bought by Korn Ferry.

9. SAFETY SERVICES

a) Report was included in the agenda package for Council to review. Councillor Smith noted that there were the usual items discussed.

Mayor Ogden noted that the speed radar signs are installed and we have been receiving positive feedback on them. Councillor Smith stated that they are also data gathering devices and that information will be reviewed by the Town and the RCMP.

Mayor Ogden stated that Corporal Dudley had mentioned that someone's driveway on Dale Drive was being blocked by large equipment, and he pointed out that these types of incidents should be reported right away to Highway Safety and to the RCMP so that they can be dealt with the issues right away. People should have access to their own property at all times.

Councillor MacDonald asked if there was any update on the crosswalk at the youth centre and Jeremy replied that the flags are in the correct location, but the RCMP's question was whether or not the crosswalk could be moved closer to the driveway – it is actually at the entrance of the trail. The Department of Transportation requires that there is a landing pad on both sides.

Mayor Ogden stated that he was asked by a resident if anything was being done about the intersection at Sobey's and the new Murphy's Pharmacy, and Jeremy replied that there is a control device that is supposed to be installed now that the mall is taking shape. The Department of Transportation will be notified that we now need to have the mechanism in place. Mayor Ogden asked if we could put flags up in the interim, and Jeremy replied that we could, but he felt that it would be better if the proper mechanism was put in place – everything is there – it is just a matter of hooking them up.

Councillor Gallant asked about the crosswalk at No Frills and if there are any plans to put in stationary lights at some point as it is a very dangerous spot, and Councillor Smith replied that the flags are in place and they are being used, but that may not be enough. It is a high speed entrance to the Hillsborough Bridge and it is a concern that the committee certainly has it on its radar. The question is who is responsible for it – the Town or the Department of Highways, and it was felt that it is the responsibility of the Department of Highways. Robert stated that the Town has asked the previous Minister to install an overhead sign, but they didn't feel one was warranted. Mayor Ogden felt there would be no harm in asking the new Minister.

Councillor Gallant asked about the parking for Canada Day and Councillor Smith replied that we will make a request to the RCMP for additional people to be on hand.

b) Street Light

No report

c) RCMP Report

The statistics report for the month of May 2019 was included in the agenda package. Councillor Smith noted that there are still a number of people leaving without paying for their gas, and Councillor Smith felt that the only way to curb it would be to have people pay for their gas before they pumped it.

Councillor Smith gave a 'shout out' to Constable Dudley who attended the spring fling in full uniform at the mock jail, and she was quite a crowd pleaser, with all the kids gathered around her.

Councillor Smith noted that visibility is up in the Town and people have been commenting on it.

Mayor Ogden asked about a particular check stop that he saw, but didn't think it was counted in the RCMP report. He would like to see the RCMP take credit for their work because they are doing great work.

Councillor Gallant asked if it would be possible to have a list of the areas where speeding tickets have been issued, and Councillor Smith replied that his concern would be how much time an officer would need to be in the office preparing this information instead of patrolling the roads. It was also noted that the tickets are designed by the province and they do not require a specific address – just the community.

Councillor Smith stated that Corporal Dudley had advised him that the speed signs are working, as people are taking note of their speed. It was also noted that e-ticketing may be coming to PEI.

There was a brief discussion on the coyote problem.

d) Humane Society Report

The report for the month of May 2019 was included in the agenda package. Councillor Smith briefly reviewed the report.

It was noted that there was a problem with a German Shepard dog and Jeremy Crosby noted that there was a complaint logged of the dog getting out of its penned-in area at the back of the home, and there were various sightings of the dog. The Animal Control Officer did attend to it and observed the dog being out. The officer was unable to catch the dog, but did issue a summary offence ticket to the dog's owner, who has been charged under our new bylaw.

Councillor Smith noted that the issue of the two dogs in Reeves Estates has come to a close. One dog was euthanized and one was put up for adoption. The owners of the two dogs are no longer able to have pets for a certain time period.

e) Transit Report

The report for the month of May 2019 was included in the agenda package. Very good news for transit as there was a big spike with ridership up to 184 for the months of April/May. This surpasses our goal of 150 riders.

Councillor Clow asked for an update for Ward 3 and Councillor Smith asked Jeremy Crosby to update Councillor Clow. Jeremy stated that it was his understanding that information was brought back to the last Committee of the Whole meeting. Robert stated that there was no decision made and the issue was deferred to the June Committee of the Whole. We are potentially waiting on another operator who may be opening an uber style service in Stratford, and we are waiting to hear back from them.

f) Fire Company

Wade Jay (Wilf Jay's son) fireman for many years has suffered a stroke and Councillor Smith extended best wishes for his recovery.

g) <u>Resolution SS002-2019 – Noise and Nuisance Bylaw Exemption – 156 Prospect Drive</u>

Moved by Councillor Derek Smith
Seconded by Gail MacDonald

WHEREAS the residents of 156 Prospect Drive are hosting a family wedding on June 20, 2020 on their property and have requested an exemption from the Noise and Nuisance Bylaw to allow the reception to continue until 1:00 a.m.

AND WHEREAS pursuant to Section 5 Noise and Nuisance Bylaw, Council may approve an application for an exemption from any of the provisions of the bylaw.

BE IT RESOLVED that an exemption from the Noise and Nuisance Bylaw be hereby granted for a wedding and reception being held at 156 Prospect Drive on June 20, 2020 until 1:00 a.m. on June 21, 2020.

Discussion: This resolution was recommended by the Safety Services Committee and by the Committee of the Whole.
Question: **CARRIED**

11. <u>RECREATION, CULTURE AND EVENTS</u>

a) Report

Councillor Gallant took a moment to congratulate the Town's Youth and Family Coordinator Duane Pineau and his wife Jess on the birth of their beautiful son Wyatt who was born on Wednesday, June 5.

Councillor Gallant gave an overview of projects and items being worked on within the recreation department:

The Committee met on May 23 and there was considerable discussion regarding resident encroachment of private property onto public parks and property. It was suggested that information pertaining to encroachment be included in the upcoming issue of Town Talk. It should also be discussed by Council, and letters should be forwarded to resident encroaching on Town properties. It was also noted that the Town should continue to work on plans for public spaces to avoid future encroachment conflicts.

It was noted that the Department of Fisheries and Wildlife would like to place a sign at Tea Hill Park regarding fishing regulations in English, French, and Mandarin.

The Arts and Culture Sub-Committee – the committee met on June 6 and topics of discussion were the RFP's for the Artist in Residence Programs for Stratford residents, as well as students at Glen Stewart and Stratford Elementary schools. It was noted that a second RFP for public art for the Town will be forwarded to local artists.

The Events Sub-Committee – the committee met on May 28 and the primary discussion revolved around the planning for the upcoming 2019 Canada Day events. New this year is "Canadian Trivia Night." The Town is partnering with Fox Meadow Golf Course to offer the trivia night on Friday, June 28 from 6:30 p.m. to 9:30 p.m. There will be live music, trivia and prizes.

Community Campus Workshop – the third Community Campus Workshop was held on May 28 and 25 residents attended. Residents were presented with the findings from the initial two Wellness and Education sessions held in late April and early May. Those in attendance were able to provide further feedback by texting their preferences and the instantaneous feedback was documented and will guide additional planning by the Community Campus Team.

Youth Centre – The youth Centre flea market and yard sale took place on June 1 and was well supported by Stratford residents. More than 20 Stratford homes hosted yard sales, while many others took advantage of a Town full of shoppers. The Town Centre hosted a flea market in the gym where residents were able to rent tables to sell their goods.

This annual event is a great fundraiser for the Youth Centre. Kudos goes out to the more than 30 youth members for their repeated efforts to stage wonderful events in the community.

Stratford Programming – Brandon Hughes has been hired as the Summer Camp Coordinator. Mr. Hughes will oversee the day to day planning and programming with the summer camp.

Stratford parks and Recreation Facilities – all Stratford parks, sport fields and multi-use courts are now up and open to the community.

The splash park will open on June 22, and an information and guidelines sign will be installed. New signage will also be installed at the Stratford Skatepark in mid-July.

Deputy Mayor Clow asked for an update on the playground at Clearview Estates and recreation director Jeremy Pierce replied that there are plans for all the parks in Stratford and Clearview is included. Tree planting will take place and a border will be placed around the playground equipment. Jeremy noted that although it may not be done this year, we are going to try to expand the trail that leads from the road right up to the park. Deputy Mayor Clow agreed that it would be great to have the trail extended right to the park.

Deputy Mayor Clow noted that he will be holding a barbeque in the park in Clearview Estates and he invited all Councillors to attend. He noted that the barbeques go over well and he would recommend that other Councillors do the same in their wards. Robert noted that there is a small block party fund that Councillors can access if they plan to have a party/barbeque. Robert also noted that the province has a GoPEI trailer and with enough notice we may be able to borrow it for an event, as it has some great things for kids to do.

b) Resolution RCE002-2019 Public Art Policy

Moved by Councillor Steve Gallant
Seconded by Deputy Mayor Clow

WHEREAS the Town of Stratford strives to foster an environment that promotes creativity, boldness, and the pursuit of excellence in cultural experiences, public access to those experiences, and the preservation and enhancement of diverse cultural identities. The municipality recognizes that arts and culture contribute to the quality of life of its citizens and to the enjoyment of visitors. Further, it understands that a strong and vibrant cultural environment promotes a shared sense of identity; and

WHEREAS Public Art is artwork created specifically for public engagement and designed for public locations. It is meant to be engaging and to have a relationship with the immediate community and beyond. Common examples of public art would be large scale sculptures and artworks, multimedia artworks, exhibition or performance spaces or the incorporation of an artistic element into the actual infrastructure of the public space (walkways, murals, fountains, benches, etc.). The Town of Stratford recognizes that public art is integral to the cultural fabric and streetscape of a town; and

WHEREAS an important aspect for the successful development and implementation of a public art program is municipal leadership. The Town of Stratford's public art policy provides a framework and funding for developing and incorporating public art in our community that contributes to the social, economic and environmental quality of life of our citizens; and

WHEREAS the Town of Stratford will ensure a sustainable funding mechanism to initiate, develop, acquire, manage and maintain public art. This mechanism will also be used as an incentive to leverage funds from the private sector and other community stakeholders towards investment in public art projects; and

WHEREAS the Town of Stratford financial commitment be expected to commence with the approval of the 2020-21 Capital budget.

BE IT RESOLVED that the attached Public Art Policy be hereby approved.

Discussion: This resolution bears the recommendation of the Arts and Culture Committee, the Recreation, Culture and Events Committee, and the Committee of the Whole.

Jeremy noted that the Public Art Policy is a policy that has been drafted over a period of a year through the Arts and Culture Sub-Committee. The main mechanism for the public art process is to create a funding mechanism so the Town can work with local artists to bring artistic elements to the Town. Art pieces are pieces that will draw people to your community and the policy puts mechanisms in place as a guiding document.

Deputy Mayor Clow stated that he supports the motion, but he would like the committee to have some professional direction and a plan. Robert noted that it is a requirement of the policy that a five year strategy be developed for art acquisition in consultation with experts, and Jeremy added that the committee has already drafted a five year plan and they are looking at larger pieces that will make a greater impact on the community. Deputy Mayor Clow stated that he would like to see the plan presented to Council.

Question: **CARRIED**

12. FINANCE AND TECHNOLOGY

a) Report

The report was included in the agenda package. Councillor MacDonald gave a brief overview of the report noting that there was a presentation by CIBC on Bankers Acceptances and Interest Rate Swaps.

Councillor MacDonald noted that there is a new Grants and Donation Policy; however, it is being amended later in the agenda and the Finance and Technology Committee agreed to the amendment. The committee felt that revisions to the Grants and Donation Policy should be made to incorporate requests that do not fall under the new guidelines such as the Charlottetown Rural High School graduation prizes and the annual donation to the Stratford Community Seniors' Complex.

b) Financial Statements

Included in the agenda package.

c) Resolution FT010-2019 – NDCC Reallocation of Funds and Allocation of 2019 to 2024 NDCC Funds

Moved by Councillor Gail MacDonald
Seconded by Councillor Derek Smith

WHEREAS the Town of Stratford has an estimated $332,706 in unspent funding from the existing (2014-2019) New Deal for Cities and Communities program from the following projects, plus estimated uncommitted funds of $8,068:

• Fullerton's Park	$95,162
• Sidewalk construction	77,502
• Trail Construction	$27,803
• Kinlock Beach extension	$3,616
• Core Area Development	$102,700
• Traffic Calming	$7,923
• Building Repairs	$18,000
• Uncommitted Funds	$8,068
Total Available Funds	**$340,774**

AND WHEREAS the Town of Stratford has an allocation of $5,529,043 in funding from the 2019/20-2023/24 New Deal for Cities and Communities Program.

BE IT RESOLVED that the $340,774 in available funds from the 2014 to 2019 NDCC program and the $5,529,043 in new funding from the 2019/20 to 2023/24 New Deal for Cities and Communities program be allocated to the following projects that were approved in the 2019/20 to 2023/24 five-year capital plan:

• Active Transportation	$1,750,000
• EMS Facility	$1,040,000
• Michael Thomas Way Road	$580,000
• Town Centre Renovations	$505,000
• Waterfront Park	$1,000,000
• Street Lighting	$75,000
• Recreation Projects	$25,000
• Core Area Development	$576,817
• Welcome Centre	$300,000
• Mason Road Fieldhouse Project	$18,000
Total Available Funds	**$5,869,817**

Discussion: This resolution bears the recommendation of the Finance and Technology Committee and the Committee of the Whole.

Robert noted that the Emergency Services Facility should also say Energy and Recreation Component.

The mover and seconder agreed to a friendly amendment and the EMS Facility will now read: *EMS Facility Energy &Recreation 1,040,000.*

Question: **CARRIED**

d) <u>Resolution FT011-2019 Charlottetown Rural High School Graduation Award</u>

Moved by Councillor Gail MacDonald
Seconded by Deputy Mayor Gary Clow

WHEREAS a request was received from the Charlottetown Rural High School Graduation Committee for a graduation award; and

WHEREAS the Town of Stratford has annually donated funds for two graduation prizes. One $300 award is to be granted to a graduating Stratford student who is actively involved with the community of Stratford - a community ambassador, and another prize of $300 is to be presented to a deserving student who has shown a sustainable commitment to the community.

BE IT RESOLVED that $600 be donated for two graduation awards of $300 each be donated to the Charlottetown Rural High School Graduation Committee, to be awarded to a graduating Stratford resident who is actively involved with the community of Stratford and a graduating student who has shown a sustainable commitment to the community.

Discussion: This resolution bears the recommendation of the Finance and Technology Committee.

Deputy Mayor Clow stated that he would like to see the amount of the graduation prizes raised for next year.

Question: **CARRIED**

e) <u>Resolution FT012-2019 Stratford Seniors Complex Social Fund</u>

Moved by Councillor Gail MacDonald
Seconded by Councillor Derek Smith

WHEREAS a request was received from the Stratford Seniors Complex for funding towards social events for the tenants of the building; and

WHEREAS the Town of Stratford has annually donated $500 to the social fund of the Stratford Seniors Complex.

BE IT RESOLVED that $500 be donated to the social fund of the Stratford Seniors Complex.

Discussion: This resolution bears the recommendation of the Finance and Technology Committee.

Councillor MacDonald noted that the Town has been donating to the complex for a number of years.

Question: **CARRIED**

f) <u>Resolution FT013-2019 Fees Bylaw – Bylaw #39 – Revised Schedule A</u>

Moved by Councillor Gail MacDonald
Seconded by Councillor Derek Smith

WHEREAS Council established a Fees Bylaw, Bylaw # 39, to set fees for licenses, permits, programs, facility rentals and other matters; and

WHEREAS Schedule A of the bylaw contains the fee amounts that can be amended by simple resolution; and

WHEREAS it is desirable to amend the fee schedule to change the age of the Senior's discount from 60 to 55 to align with other programs such as the 55+ games.

BE IT RESOLVED that the attached Schedule A to the Fees Bylaw, Bylaw #39, be hereby approved.

Discussion: This resolution bears the recommendation of the Finance Committee, the Recreation, Culture and Events Committee and the Committee of the Whole.

Deputy Mayor Clow asked if this was a request from the seniors or from a specific group and Councillor MacDonald asked recreation director Jeremy Pierce to reply. Jeremy noted that it has been an on-going discussion with several members of the seniors, as well as other groups. He noted that the age of seniors has changed over the years, and 55 appears to be the starting point right across the country.

Question: **CARRIED**

g) <u>Resolution FT014-2019 Utility Loan Renewal</u>

Moved by Councillor Gail MacDonald
Seconded by Deputy Mayor Clow

WHEREAS a loan for Utility capital projects from 2008 has expired in the amount of approximately $313,600, with an amortization of 10 years remaining on the loan; and
WHEREAS the amount of the loan requested is $313,600 with option one being a 5 year term and 5 year amortization remaining and option two being a 10 year term and 10 year amortization remaining; and

WHEREAS the amount of the loan requested of $313,600 is within the 10% capital debt threshold of the Town of Stratford. The current borrowing limits for the Town of Stratford based on our total assessed tax base ($764,949,889 x 10% = $76,494,989) of which we are using $9,071,233 as of December 31, 2017; and

WHEREAS we requested proposals from the following financial institutions:

- Bank of Montreal
- Provincial Credit Union
- CIBC
- Royal Bank

- Scotia Bank
- TD Bank

AND WHEREAS the request for proposals closed at 1:30 pm on June 12, 2019; and

WHEREAS the following 5 year rates and 5 year term were received:

	CIBC	**Royal**
Term	Rate	Rate
5	3.21%	2.61%

WHEREAS the following 10 year rates and 10 year term were received:

	CIBC	**Royal**
Term	Rate	Rate
10	3.82%	2.89%

BE IT RESOLVED that the tender for the loan with an amortization of 5 years remaining will be awarded to RBC for a 5 year term at a rate of 2.61%.

Discussion: This resolution bears the recommendation of the Finance and Technology Committee.

The finance director Kim O'Connell noted that the tender was sent to all banks and she was surprised to only receive two responses.

Mayor Ogden noted that one member of the Finance Committee asked if we could afford to do it over a 5 year term. The difference between the 5 year term and the 10 year term is that the principal payments will be higher, so the key question is – is it better to spread it over 5 years or over 10 years. Kim noted that she did respond to the committee member to explain why 5 years was recommended.

Question: **CARRIED**

Councillor MacDonald noted that there will be a presentation on the FCM Conference for those who did not attend. Mayor Ogden felt it is beneficial for Council to be exposed to the latest thinking and sharing of ideas.

13. <u>PLANNING, DEVELOPMENT AND HERITAGE</u>

a) Councillor Gallant noted that the committee met on June 3 and the report is included in the agenda package.

b) Permit Summary

Included in the agenda package.

c) <u>Resolution PH008-2019 – APM Commercial – Commercial Development (Price-Mart) – 19 Irving Avenue</u>

Moved by Councillor Steve Gallant

Seconded by Deputy Mayor Clow

WHEREAS an application has been received from APM Commercial to construct a 35,000 sq.ft. Commercial Building (Price-Mart) on parcel number 398677 (approx. 2.78 acres) which is located at 19 Irving Avenue; and

WHEREAS the 35,000 sq.ft. Commercial Building will be fully serviced with municipal sewer and water and contain surface parking for 165 vehicles; and

WHEREAS this development is located within the Mason Road Core Area (MRCA) and it must be designed in accordance with the Design Standards for the MRC Zone. All aspects of the conceptual design plans submitted have been reviewed and meet the design guidelines for the MRC Zone;

BE IT RESOLVED that approval be granted to an application received from APM Commercial to construct a 35,000 sq.ft. Commercial Building (Price-Mart) on parcel number 398677 (approx. 2.78 acres) which is located at 19 Irving Avenue subject to the following:

1. Conformance with the conceptual drawings attached to the application submitted to the Town.
2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
3. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIE.
4. A detailed landscaping plan must be submitted by a qualified expert outlining the details and quantities of the materials to be used.
5. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
6. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

Discussion: This resolution bears the recommendation of the Planning, Development and Heritage Committee.

Kevin gave a brief overview of the application. He noted that there are still a few details that need to be 'ironed out' in regards to the pedestrian access to the public streets and that request has been put to the developer. Stormwater management is being reviewed by the Department of Transportation, Infrastructure, and Energy (DOTIE) but the developer understands the requirements and there are a few different ways they can store the water on site. Erosion and sedimentation will be controlled and contained during construction. The conceptual landscaping plan was submitted with the permit request showing the number of trees that need to be on the property and the square footage of mulch beds.

Councillor Smith asked if a sprinkler system would be required in a building of this size, and Kevin replied that if it is a requirement, it would be a requirement of the building code and the building inspector would deal with it directly.

Question: **CARRIED**

d) <u>Resolution PH009-2019 – 101846 PEI Inc. – Milestones Daycare – 251 Mason Road</u>

Moved by Councillor Steve Gallant
Seconded by Councillor Derek Smith

WHEREAS an application has been received from 101846 PEI Inc. to construct a 2760 sq.ft. two storey Daycare on parcel number 776799 (approx. 1.22 acres) which is located at 251 Mason Road; and

WHEREAS the 2760 sq.ft. 2 storey daycare building will be fully serviced with municipal sewer and water and contain surface parking for 32 vehicles; and

WHEREAS this development is located within the Mason Road Core Area (MRCA) and it must be designed in accordance with the Design Standards for the MRC Zone. All aspects of the conceptual design plans submitted have been reviewed and meet the design guidelines for the MRC Zone;

BE IT RESOLVED that approval be granted to an application received from 101846 PEI Inc. to construct a 2760 sq.ft., two storey Daycare on parcel number 776799 (approx. 1.22 acres) which is located at 251 Mason Road subject to the following:

1. Conformance with the conceptual drawings attached to the application submitted to the Town.
2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
3. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIE.
4. A detailed landscaping plan must be submitted by a qualified expert outlining the details and quantities of the materials to be used.

5. A detailed erosion and sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
6. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

Discussion: This resolution bears the recommendation of the Planning, Development, and Heritage Committee.

Using the overhead, Kevin briefly reviewed the application noting that there will be a turnaround area on the Mason Road and he outlined the parking that will service the new and existing building – meeting the number of parking spaces required. The two facilities will be operated with different aged children in each building.

Councillor Smith asked if the area will be serviced by transit after the realignment and Kevin replied he doesn't know, but added that a new location will have to be found for the existing transit shelter.

Councillor Smith asked if a fence would be required with the building so close to the Trans Canada Highway. Kevin replied that there is no requirement for a fence, but added that all the children are required to be escorted from the bus into the building.

Mayor Ogden noted that transit in the area is a very important point and asked if it could be put on the next "Safety Services agenda – to discuss whether or not there is a need to reconfigure the transit route to better serve the residents based on the new alignment and the new businesses in the area. Deputy Mayor Clow noted that he will add it to the Safety Services agenda for their next meeting.

Question: **CARRIED**

e) <u>Resolution PH010-2019 – 7711557 Canada Inc. – 5 Lot Subdivision – 262 Stratford Road – Street Name</u>

Moved by Councillor Steve Gallant
Seconded by Councillor Gail MacDonald

WHEREAS 7711557 Canada Inc.'s new subdivision has a new public street that requires naming to meet the civic addressing guidelines for the province; and

WHEREAS the Heritage Committee has suggested the following street name:

- Bryer Jones Court

WHEREAS the land for this subdivision has been in the Jones family for many years with most of the development around this area coming from Bryer Jones.

BE IT RESOLVED that approval be granted to the following street name for the 7711557 Canada Inc. subdivision:

- ***Bryer Jones Court***

Discussion: This resolution bears the recommendation of the Planning, Development, and Heritage Committee.

Kevin noted that most of the subdivisions within the area came off of the Bryer Jones Farm and this is the last remnant piece of land. The committee decided to go with the full name to honour the original land owner.

Question: **CARRIED**

f) <u>Resolution PH011-2019 – Jacinta Gallant and Glen Smiley – 4 Lot Subdivision – Creekside Drive</u>

Moved by Councillor Steve Gallant
Seconded by Councillor Derek Smith

WHEREAS an application has been received from Jacinta Gallant and Glen Smiley to subdivide parcel number 859991 (approx. 4.32 acres in total area) into 4 lots located at 183 Creekside Drive within the Eastern Realities subdivision; and

WHEREAS In accordance with <u>Section 4.4 Changes to Existing Lots</u> of the Town of Stratford Zoning and Development Bylaw #45:

4.4.1. No Person shall reduce the dimensions or change the Use of any Lot in an approved Subdivision where Council deems these would be a detrimental effect on neighbouring Property owners.

4.4.2. Where an application to subdivide land would change the dimensions or the Use of a Lot in an existing approved Subdivision, Council shall notify all Property owners within 150 metres (500 feet) of the boundaries of the Lot in writing, informing them of the details of the application and soliciting their comments; and

WHEREAS On May 24, 2019 fifty-one letters were sent to property owners within 150m and three written response letters have been received objecting to the proposed subdivision; and

WHEREAS the Developer is proposing to pay cash in lieu of parkland dedication as there will be no public access into any of the land that is proposed to be subdivided; and
WHEREAS in accordance with Section 4.5 of the Zoning and Development Bylaw:

4.5.1. No Development Permit shall be issued unless the Lot or Parcel of land abuts and fronts upon a public Street:

4.5.2. Notwithstanding Section 4.5.1 above, Council may approve a Development Permit for a residential or commercial Structure which fronts on a private Right-Of-Way, provided that the following criteria are met:

(a) the applicant proposes by submitting design and servicing details to ensure a private road that demonstrates safe access, effective stormwater management and adequate pedestrian amenities based on the proposed density;

(b) an agreement is registered in the Province's Land Registry Office, binding on all Property Owners abutting or fronting on a private Right-Of-Way providing for the long term ownership and maintenance of the Right-Of-Way, which agreement shall be binding on all heirs, successors and assigns of the parties to the agreement; and

WHEREAS since the original proposal has been submitted and the letters were received from the neighbors the developer has removed the original lot 1 and is now only applying for two new lots at the rear of the property accessed via a private right-of-way from between lots 7 and 8 within the Koughan Heights subdivision.

BE IT RESOLVED that preliminary approval be granted to an application from Jacinta Gallant and Glen Smiley to subdivide parcel number 859991 (approx. 4.32 acres in total area) into 3 lots located at 183 Creekside Drive within the Eastern Realities subdivision subject to the following:

1. Conformance with the revised Plan of Survey showing Lots 2018-1 to 2018-3 prepared by Mantha Land Surveys, Drawing No. M-18-91, dated June 3, 2019.
2. That the developer shall pay a park dedication fee of 10% of the value of the lands being subdivided and that the park dedication fee shall be calculated on the projected value of the lands being subdivided upon final approval.
3. That the proposed private road shall be designed to meet TAC standard and that a private right-of-way agreement must be executed providing for the long term ownership and maintenance of the right-of-way.

4. That the sewer and water systems shall be designed in accordance with the Stratford Utility Corporation Servicing Standards and that a Utility Agreement shall be executed along with the payment of all applicable capital contribution fees required by the Utility Corporation.
5. That all other relative provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw #45 are met.
6. That preliminary approval shall be valid for a period of three years.

Discussion: This resolution bears the recommendation of the Planning, Development, and Heritage Committee.

Councillor Smith asked the size of the lots and Kevin replied that they would each be just over an acre.

Mayor Ogden asked how the property tax is determined once they are subdivided into private lots, and Kevin replied that he believes it is based on the market value of the land.

Deputy Mayor Clow asked if there was a park in the area and Kevin replied that there is a park in the Koughan subdivision.

For clarification, Kevin noted that it is written in the resolution that there are four lots – three new lots plus the residual. He noted that when the letters were sent out there was an additional lot in the front that was accessed over a private right-of-way. Three replies were received to the letters sent out and there were strong objections to the lot in the front. That lot has since been removed from the application which addressed the issues by the three individuals. A letter will be sent to these three individuals following Council's decision.

Question: **CARRIED**

14. <u>INFRASTRUCTURE</u>

Deputy Mayor Gary Clow noted that some of the items being worked on by the infrastructure department are as follows:

Wastewater Treatment Plant Update – during the month of May and early June the facility has been experiencing the annual spring turnover. This has led to some of the parameters exceeding the recommended guidelines. We are hopeful the warmer temperatures will continue, and the system will stabilize and return to normal shortly.

Wastewater Collection System to the Charlottetown Pollution Control Plant – We are currently meeting with our federal and provincial partners to see how we will proceed, since the tenders came in nearly twice the estimated budget. We hope to have a solution soon.

Emergency Services Facility – Work continues the building and now that the plumbers strike has ended, we hope things will get back on schedule so the building can be completed by fall.

Extension of Michael Thomas Way – Duffy Construction has removed all material from the site down to the subgrade for the new road and has completed the installation of the sanitary sewer and most of the water main. The expected completion is June 30, 2019, although they were late starting due to the rain, so the completion date may be pushed as well.

Inflow and Infiltration Reduction Strategy – Approximately 185 of the 516 manhole trays have been put in place to date, decreasing the runoff into the sewer system. The wireless Doppler radar sensing flow meter was installed in a manhole on Keppoch Road to obtain additional flow data through that area. There was a significant difference in flow observed before and after manhole trays were installed upstream of the flow monitor. With the data collected from this location, the monitor is now being moved to another manhole, to observe the conditions in another area.

Gym Reception Desk - The project is 95% complete with just minor finishing touches remaining; however, deficiencies have been noted and will be addressed in the coming weeks.

Investing in Canada Infrastructure Program – We are still waiting to hear back on approval for funding for this program.

Georgetown Road Sidewalk and Bicycle Lane - Earthform is returning to site to complete the landscaping and seal coat of asphalt, and any other deficiencies that need to be addressed. A schedule has not been submitted yet, but it is anticipated that this work will be complete in the next few weeks.

Water Meter Program - There are currently only 29 properties remaining that have not had a meter installed. Doucette Brothers Plumbing & Heating is still assisting with installations that require adjustments to the plumbing.

<u>Subdivision/Development Projects:</u>

- Marshall MacPherson Shakespeare Drive Units – under construction
- Emergency Services Facility – under construction
- Kinlock Plaza – under construction

- APM Waterfront Apartment Building – under construction
- Dale Drive Apartment Building – under construction
- Southside Greens Subdivision Lot 3 – out to tender.

Utility staff is busy with maintenance and adjustments to the wastewater treatment facility during the spring turnover. We do recognize that there are some odours at the facility during this time of year, but the system should return to normal shortly. We appreciate the resident's patience during this time.

Utility staff is also busy with water and sewer connection inspections now that the weather has improved.

Infrastructure staff is busy cutting grass, maintaining trails, sport fields, and parks in anticipation of a busy summer.

During the month of May there were no major issues with the water distribution system or the sanitary collection system.

Councillor Smith asked Deputy Mayor Clow if he encountered anyone at the FCM tradeshow who were in the water and sewer business and Deputy Mayor Clow replied that he had talked to some people who were in the business and one company was open to coming to Stratford to speak with our Council and staff.

Councillor Smith asked if there was anything that could help with the odour coming from the lagoon and Jeremy replied that there is a natural product that is added from time to time, but it only masks the odour. He noted that every plant experiences issues at this time of year, but it doesn't last as long as it did in previous years.

Mayor Ogden noted that this issue is a top priority for the Town. It is a health and safety issue and we want to get it resolved. Unfortunately, the bids that are coming in are over budget. Our own plant is one of the options we will be discussing in our meetings with the federal and provincial governments.

15. <u>COMMITTEE OF THE WHOLE</u>

a) Report

Included in the package.

b) <u>Resolution CW006-2019 Code of Conduct Bylaw, Bylaw #46 – 1st Reading</u>

Moved by Councillor Derek Smith

Seconded by Deputy Mayor Gary Clow

WHEREAS the new Municipal Government Act (MGA) provides municipalities with additional authority and autonomy, together with additional accountability via a requirement that actions be enabled by bylaws; and

WHEREAS a bylaw is required to set minimum expectations for the behaviour of members of Council in carrying out their functions and decision making that benefits the Town of Stratford.

BE IT RESOLVED that the attached Code of Conduct Bylaw, Bylaw #46, be hereby read and approved a first time.

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

Mayor Ogden noted that this was discussed in detail at the Committee of the Whole and it addresses how the Mayor and Councillors are to conduct themselves.

Deputy Mayor Clow stated that it is unfortunate that all Council is not present for the vote. It was noted that this is just the first reading and there will be a special Council meeting for second reading and adoption.

Question: **CARRIED**

c) Resolution CW007-2019 Council Procedural Bylaw, Bylaw #47 – 1st Reading

Moved by Councillor Gail MacDonald
Seconded by Councillor Steve Gallant

WHEREAS the new Municipal Government Act (MGA) provides municipalities with additional authority and autonomy, together with additional accountability via a requirement that actions be enabled by bylaws; and

WHEREAS Council must establish a Procedural Bylaw to regulate procedures of Council and Council Committees.

BE IT RESOLVED that the attached Council Procedural Bylaw, Bylaw #47, be hereby read and approved a first time.

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

d) <u>Resolution CW008-2019 Conflict of Interest Bylaw, Bylaw #48 – 1st Reading</u>

Moved by Councillor Derek Smith
Seconded by Councillor Steve Gallant

WHEREAS the new Municipal Government Act (MGA) provides municipalities with additional authority and autonomy, together with additional accountability via a requirement that actions be enabled by bylaws; and

WHEREAS Council must establish a bylaw outlining a procedure to be followed by a member of Council, or a Council Committee if the member believes or suspects they may have a conflict of interest, or if a complaint is received by Council that a member has a conflict of interest.

BE IT RESOLVED that the attached Conflict of Interest Bylaw, Bylaw #48, be hereby read and approved a first time.

Discussion: It was noted that this resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

e) <u>Resolution CW009-2019 Emergency Services Facility Land Transfer</u>

Moved by Deputy Mayor Gary Clow
Seconded by Councillor Derek Smith

WHEREAS the Stratford Business Park Corporation, which is wholly owned by the town, purchased the property for the new Emergency Services Facility and for the new roundabout access to the Georgetown/Stratford roads at a cost of $2.51 per square foot when legal, appraisal and survey costs are included; and

WHEREAS the land required by the province for the roundabout has been transferred to the province, and the remainder lands for the emergency Services Facility must be transferred to the town, so that the Town can enter in to lease agreements with Island EMS and the Crossroads Rural Community Fire Company.

BE IT RESOLVED that the transfer of the land from the Stratford Business Park Corporation to the Town of Stratford for the Emergency Services Facility, at a cost of $2.51 per square foot in accordance with the attached agreement, be hereby approved.

Discussion: It was noted that this resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

f) <u>Resolution CW010-2019 – Special Council Meeting Date</u>

Moved by Councillor Steve Gallant
Seconded by Deputy Mayor Gary Clow

WHEREAS the Council Code of Conduct Bylaw, Bylaw #46, the Council Procedural Bylaw, Bylaw #47, and the Council Conflict of Interest Bylaw, #48 were read and approved a first time on June 14, 2019; and

WHEREAS the Municipal Government Act of PEI requires that these bylaws have second reading and adoption before the end of June 2019.

BE IT RESOLVED that a Special Council meeting be held on Wednesday, June 26, 2019 at 4:30 p.m. for second reading and adoption of Council Code of Conduct Bylaw, Bylaw #46, Council Procedural Bylaw, Bylaw #47, and Council Conflict of Interest Bylaw, Bylaw #48.

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

16. <u>SUSTAINABLITY</u>

Report was included in the agenda package. Councillor MacDonald gave a brief overview of the report noting that there was an update on CADC and the Stratford Business Group.

Councillor Smith stated that he is pleased that the province has not abandoned the property in Stratford.

17. <u>ACCOUNTABILITY AND ENGAGEMENT</u>

a) Report was included in the agenda package. Mayor Ogden noted that there was an engagement strategy review, with a lengthy discussion on social media and how it can best be used to engage all residents including youth.

The resident survey report was reviewed and there was some discussion on how it could be improved and how it can help Council make decisions.

The new website was also discussed and the committee was asked to provide their suggestions for improvements in regards to potential navigation changes to improve the user experience. Mayor Ogden noted that one area that he is interested in for the website is information for businesses wanting to locate in the Town. Also important is information that would be useful to existing businesses that would help them to prosper.

18. <u>HUMAN RESOURCES</u>

It was noted that the chair of the HR committee will notify Council once a date for the next meeting has been set.

19. <u>OTHER COMMITTEES</u>

a) Stratford Seniors Complex

The report is included in the package. Councillor MacDonald noted that the 2018 year end audited financial statements have been received and CMHC will be withholding $5065 from their funding to repay the monies that they didn't use in 2018.

Annual inspections were held on June 6 and 7 of the common areas and apartments. There is one vacancy and it should be ready to rent out by August 1. Mayor Ogden asked how many were people on the waiting list for an apartment and Councillor MacDonald replied approximately 35 people.

Councillor Smith asked who qualifies for housing in the seniors' complex and Councillor MacDonald replied that it is open to all PEI citizens.

Councillor MacDonald noted that she would like to recognize a Stratford resident who is being honoured in Ottawa on June 13 with the Sovereign's Medal for Volunteers. Sergeant Debra Reid, C.D. has been an active volunteer with veterans' groups and non-profit associations throughout PEI for more than a decade, especially those related to her passion for animals. Her fundraising efforts support veterans' activities and programs while fostering remembrance and appreciation. Council extended their best wishes to volunteer Debra Reid.

b) Community Campus Committee

Report was included in the package. Mayor Ogden noted that he attended the meeting and the resident survey was reviewed by the committee. Jeremy Pierce noted that the three public workshop sessions were positive and a lot of good ideas came from them. He noted that it is great to be involved with a group who is thinking about the greater good of the community.

Mayor Ogden noted that there is a preliminary recommendation on a location from our consultant and he asked Robert to give an update. Robert noted that a draft report was received and there was a meeting of the Steering Committee which includes the school board and the province who reviewed the report. The comments were given back to the consultant and the final report is expected to be received later this week with the recommendation for the final two sites of the four being considered. That information will go to the Community Campus Committee and then on to the Committee of the Whole. Once everyone signs off the consultant will get options on the two selected sites. Deputy Mayor Clow noted that we have to be sure that the province signs off on it and the location we choose, and Robert agreed noting that we asked them to get any sign off they might need so we can continue to move forward. It was noted that all the lots being considered will have a minimum of 150 acres.

20. <u>PROCLAMATIONS</u>

Nil

21. <u>OTHER BUSINESS</u>

22. <u>ADJOURNMENT</u>

There being no further business, the meeting adjourned at 7:37 p.m.

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Mayor Steve Ogden **Robert Hughes CAO**