

REGULAR COUNCIL MEETING

January 10, 2024

Approved Minutes

DATE: January 10, 2024
TIME: 4:30 p.m. – 5:55 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Jill Chandler (via Zoom); Gordie Cox; Ron Dowling; Jody Jackson; Jeff MacDonald; Jeremy Crosby, CAO; Dale McKeigan, Acting Director of Planning, Development, and Heritage; Kim O'Connell; Director of Finance and Technology; 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 in attendance and those viewing via social media.

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.

2. **DECLARATIONS OF CONFLICT OF INTEREST**

Nil

3. **APPROVAL OF THE AGENDA**

It was moved by Councillor Jody Jackson and seconded by Councillor Gordie Cox that the agenda be approved as circulated.

4. **ADOPTION OF THE MINUTES**

It was moved by Councillor Jeff MacDonald and seconded by Councillor Jody Jackson that the regular monthly meeting minutes of December 13, 2023, 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:

- Chaired the regular monthly meeting of Council
- Enjoyed several Christmas receptions – PEI Bio Alliance, Stewart McKelvey, CADC, and MP Lawrence MacAulay
- Participated in a public meeting to hear resident views on a 'Change of Use' application
- Along with CAO Crosby, met with the Hon. Lawrence MacAulay to discuss several Stratford priorities, including the importance of federal government funding support for the new multipurpose facility
- I was very honoured to attend, address, and help present awards at the Youth Centre Awards Ceremony
- Along with CAO Crosby and Council, met to review the community campus progress and plans
- Attended several New Years Levees – Lieutenant-General, Mayor of Charlottetown, and Premier King
- Along with Council, participated in the Annual Town Levee
- Spoke and visited with several residents to discuss various issues; and
- Attended internal meetings and looked after the day-to-day affairs of the Town.

8. CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT

The report was included in the agenda package for Council to review. The CAO reviewed the highlights of his report as follows:

- Along with the director of finance, participated in interviews for the utility clerk position
- Attended a meeting with the representatives from the Federation of Prince Edward Island Municipalities (FPEIM) to discuss a new revenue sharing agreement with the province
- Chaired the bi-weekly department head meeting to discuss Town projects and initiatives
- Attended a Shape Stratford working group meeting
- Conducted additional interviews for the utility clerk position
- Attended a meeting with the Mayor, Deputy Mayor, and the Acting Chief Superintendent Kevin Lewis of the RCMP to discuss policing in Stratford
- Attended a meeting with representatives from Island Wide Inspection Services to discuss our National Building Code inspection contract

- Attended the presentation by Stantec regarding the Shape Stratford Growth Management Strategy and Development Cost Study
- Attended the monthly Town Council meeting
- Attended a meeting with KPMG for the weekly update on the organizational review and a conversation on compensation benchmarking
- Along with Mayor Ogden and Deputy Mayor Gallant – attended a meeting with the Hon. Lawrence MacAulay to discuss various Stratford projects and initiatives
- Attended the retirement luncheon for the outgoing utility clerk Donna Read-Auld. The CAO took a moment to thank Donna for all her years of service to the Town
- Attended the annual CARI stakeholders meeting to get an update on their operations and plan for the upcoming year
- Attended a meeting with the acting director of planning and the chair of planning to discuss the various potential developments and initiatives in 2024
- Attended a virtual presentation on the Civonus Web Application for community engagement; and
- Attended a meeting with FPEIM, various municipalities, representatives from Provincial Municipal Affairs, and HR Atlantic to discuss negotiating a new revenue sharing agreement for Municipalities.

In addition, continued with multiple meetings for the organizational review. Actively engaged with staff through carefully organized meetings, ensuring comprehensive agendas, and relevant materials were prepared for the various committee meetings. Additionally, assessed infrastructure projects and their respective deadlines, deliberated upon various planning related matters, and effectively managed various human resource related files. Responded to emails and letters from residents, stakeholders, government officials and other entities.

Councillor Dowling asked if there was a timeframe for the Zoning Bylaw and Official Plan review, and the CAO replied that it is an item that planning has on their workplan for this year. The acting director of planning Dale McKeigan noted that going forward we will draft the outline and the framework of what we want done. It will be fairly comprehensive, so it will take a while to itemize everything and make sure it is exhaustive and that everything interlinks and connects, because that is the purpose of the official plan and the bylaw. Once we get that done, and we are comfortable with it and we feel that is exactly what we need going forward for the framework, we will then draft an RFP.

9. SAFETY SERVICES

a) No Report

Councillor Jackson noted that the committee did not hold a meeting in December. The next meeting will be held on January 15, 2024.

b) Street Light

Councillor Jackson noted that there is no street light report. He did note that we received a request from residents regarding some street lights that were 'acting up' and Joe Driscoll and Charlie Koughan were very quick to look after the issue and he took a moment to thank them both for their quick response.

c) RCMP

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

Councillor Jackson gave a brief update on the E-Watch Program noting that he is pleased to see the cameras up. There is one across from No Frills facing the bridge and there is one just past the round-a-bout by the Stratford Emergency Services Building. He thanked Council and especially the Deputy Mayor for continuing to push for the cameras. Councillor Jackson stated that he will provide updates on the program as things progress.

Corporal Weatherbie stated that the RCMP wanted to put the focus on impaired driving last month - particularly during the holidays. He noted that there was one impaired driver arrested in Stratford in December. He added that people planned ahead for New Year's Eve for drivers and designated drivers.

Corporal Weatherbie noted that during the month of December 26 vehicles were pulled over for speeding and 13 summary offence tickets were issued and 13 warnings. There were a total of 26 summary offence tickets given out during the month of December.

Corporal Weatherbie stated that the RCMP responded to eleven 911 calls and six of those calls fell under the Mental Health Act.

Councillor Jackson stated that there were 12 motor vehicle collisions in December which is a little higher than other months and some may have been weather related.

Councillor Cox noted that when he meets residents out in public the main issue they bring up is speeding. He stated that he commends the Town's police force but he felt we didn't have enough officers. He added that he has seen a level of frustration from the residents because of the speeding taking place. Councillor Cox added that he sees the RCMP pulling cars over and they are very visible on patrol, but for some reason residents don't seem to get the message. Corporal Weatherbie felt that part of the issue is cars passing through Stratford. Councillor Cox felt that people need to govern themselves and maybe some education on the part of Councillors to the public. Constable Weatherbie noted that he usually consults with the Provincial Priority Unit during his shifts to see if they can spend some time in Stratford during the day because they are responsible for the RCMP jurisdiction. However, he did agree with Councillor Cox that it is a common complaint.

Councillor Jackson asked if residents see excessive speeding taking place to please let the Town know and the RCMP know.

Councillor Dowling stated that he appreciates the fact that every department has finite resources and he agrees with Councillor Cox's comments that the RCMP does a terrific job. He added that he was pleased that there was a concerted effort over the holidays to watch for impaired drivers.

Mayor Ogden stated that he will continue to advocate for photo radar as it would be a step towards a solution. He noted that a resident approached him about the dangerous intersection at Sobey's and Home Hardware, and the resident advised him that there were a number of accidents and near misses at that location. Corporal Weatherbie stated that it is one of the busiest intersections in the Town, and the RCMP does receive complaints about the intersection.

Deputy Mayor Gallant suggested inviting the superintendent and Corporal Weatherbie to a meeting to discuss speeding and other issues. Mayor Ogden noted that we usually get together at least once a year to discuss our annual operating agreement and the priorities for the Town.

d) Humane Society Report

No Report

e) Transit

The report for the month of December was included in the agenda package. Councillor Jackson noted that the ridership number for December was 248 and it continues to increase each month; he felt that the transit system was working very well.

f) Cross Roads Fire Department

The report for the month of December was included in the agenda package. Councillor Jackson briefly reviewed the report noting that there were 24 calls in December and eight of those calls were traffic accidents, six were fire related, four medical first response, and several CO2 alarms.

g) Resolution SS001-2024 Appointment of Directors to the Cross Roads Rural Community Fire Company

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Gordie Cox

WHEREAS the Town of Stratford has a right and responsibility to appoint seven members to the Board of Directors of the Crossroads Rural Community Fire Company; and

WHEREAS it is desirable to have new persons appointed each year to represent the Town on the Fire Company Board.

BE IT RESOLVED that the following persons be appointed to serve on the Board of Directors of the Cross Roads Rural Community Fire Company for the year 2024:

Town Council Representative

- Councillor Jody Jackson

Community Representatives:

- David Milligan (3rd year of 3 year term)
- Kathy Livingstone (3rd year of 3 year term)
- Mark Lanigan (2nd year of 3 year term)
- Carol-Anne Duffy (1st year of a 3 year term)
- Dave Swan (term extended to December 31, 2024)

Discussion Nil

Question: **CARRIED**

10. RECREATION, CULTURE AND EVENTS

Councillor Chandler gave an overview of her report as follows:

Committees – The Recreation, Culture, and Events Committee and the Arts and Culture Sub-Committee did not hold meetings in December. Meetings will reconvene for both committees this month.

Planning is underway for the Stratford WinterFest which will be held from February 17 to 19, 2024.

Councillor Chandler noted that she had the pleasure of attending the 2023 Youth Centre Awards and holiday party which was held on December 22, 2024.

Volunteers for the season included Zoe Sharpley, Edie Duncan, and Mara Duncan with a combined contribution of 599 volunteer hours. In 2023, members of the Stratford Youth Centre contributed a total of 4015 volunteer hours in the community. Also in 2023, 89 youth participated in the Youth Centre program.

The Stratford Youth Council and the Stratford Youth Centre sponsored a local family in need over the holidays. They donated more than \$1600 in gifts and gift cards to help the family.

Arts and Culture – new art and cultural programs have begun this month with both in person and online options being offered for adults and three classes for youth.

Programs – winter 2024 programs are now underway with several pickleball offerings, including a new pickleball offering on Tuesday evenings. A new fitness class is being offered on the stage for eight weeks by fitness instructor Keely Turner. The fitness area and gymnasium continue to attract a significant number of Stratford and area guests on a daily basis. Based on prior years, the Town Centre fitness area can expect 125 to 175 users per day for the first three months of the year.

The Town is working with the PEI 55+ Games Committee on hosting the 2024 winter games within the community. Planning is underway with events taking place from September 26, 2024, through to March 1, 2025, in various Stratford and area locations.

Outdoor Recreation – weather permitting, the outdoor rinks located at Pondsides Park and Bunbury Park will be able to be enjoyed by Stratford residents. The Town will groom trails at Cotton Park and Fullerton's Creek Conservation park throughout the winter.

11. FINANCE AND TECHNOLOGY

a) Councillor Dowling gave an overview of his report as follows:

- The utility bills are being prepared and the e-bills were sent out on January 5, 2024. Residents should receive their mailed bills by January 12, 2024
- Attended a revenue sharing meeting in order to gather information on the renewal process
- Attended a Switch loan management meeting with Charlottetown to discuss loan management after 2024
- Attended organizational review meetings
- Attended development cost options with Stantec
- Sent a letter to the Public School Board regarding their lease renewal
- Hurricane Fiona insurance claims are being prepared for final submissions
- Worked on gathering information on projects put forward from the priority session with Council
- Staff is very busy working on budget information for 2024-25
- The ICIP government claim was submitted for payment
- Staff enjoyed some time off over the Christmas holidays; and
- Staff is busy with day to day tasks.

b) Financial Statements

Included in the agenda package for Council to review.

12. PLANNING, DEVELOPMENT AND HERITAGE

a) No Report

b) Permit Summary was included in the agenda package for Council to review.

Councillor MacDonald noted that there was a very well attended public meeting held on January 3, 2024, to discuss a matter that we are looking to put forward to Council at a special meeting. He added that a group of people are looking to bring a very well regarded business to Stratford.

Councillor MacDonald stated that he met with the CAO and the acting director of planning Dale McKeigan in late December to discuss some of the bigger priorities that the planning department will be facing. In the short term (2024), our focus is going to be street vendor regulations or bylaw, and short term rentals bylaw.

Deputy Mayor Gallant asked for an update on the Housing Accelerator Fund and the CAO replied that we did have a few questions from the federal government with regard to our application and those inquiries have been answered. He noted that we did call to ask about the status of our application; however, we haven't heard back yet, but we are hopeful that we will hear something soon.

13. INFRASTRUCTURE

a) Report - The Report was included in the package for Council to review. Deputy Mayor Steve Gallant reviewed the report as follows:

Several infrastructure projects under design are progressing well and on track for tendering in January or February, such as the Corish Forcemain Extension, the Community Campus Solar Array, and the Restoration of Kelly's Pond. Staff is involved with review and coordination with the consultants to keep these design projects on schedule.

Most construction projects underway have halted for the winter such as with the Bunbury and Corish Sewage Lift Station upgrades and the Community Campus Road and Site Servicing. These projects will be completed in the spring and summer. Work continues on the Waterfront Gathering and Event Space project. Most of the boardwalk is in place with work around the Michael Thomas statue to be completed this winter. The lookouts and lighting will be completed in the spring.

Construction continues at the second water reservoir on Georgetown Road, although the colder weather is creating more of a delay. It is expected the tank will be commissioned by the end of March.

Infrastructure Staff has been busy with the following:

- Completed security system upgrades at the Town Centre and implemented the 'Fob System'
- Interviews are being arranged for the hiring of the infrastructure technician position
- There is ongoing maintenance at Town owned properties, buildings, and trails
- Bylaw complaints and investigations are ongoing
- Water and sewer inspections and water turn-ons for new development is ongoing
- Gravity flushing of the sewer system continues and is approximately 70% complete – depending on weather conditions this may not be completed until spring
- Investigation of sewer gas odours within the Emergency Services Centre

During the month of December there were no major incidents or emergencies. One reported sewer blockage was found to be on customer's side of the service.

A manhole frame and cover got pushed out of place by snow removal equipment on Brickmaker Lane – repair has been completed.

14. **COMMITTEE OF THE WHOLE**

a) No meeting was held in December.

b) **Resolution CW001-2024 – Regularly Scheduled Council Meetings – Dates, Times, and Location**

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Jeff MacDonald

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

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

DATE	TIME	LOCATION
• January 10, 2024	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• February 14, 2024	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• March 13, 2024	4:30 p.m.	234 Shakespeare Drive, Stratford, PE

- April 10, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE
- May 8, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE
- June 12, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE
- July 10, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE
- August 14, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE
- September 11, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE
- October 9, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE
- November 13, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE
- December 11, 2024 4:30 p.m. 234 Shakespeare Drive, Stratford, PE

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

Question: **CARRIED**

15. **SUSTAINABILITY COMMITTEE**

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

Councillor Cox gave an overview of his report as follows:

- Environmental Sustainability Coordinator – interviews are underway for an interim environmental sustainability coordinator for a one year maternity leave. We are hoping to find a qualified candidate to take over the role for a year starting sometime in January.
- Climate Action Plan – the period for public comments on the Town’s draft climate action plan has closed and staff is finalizing the plan with the consultants.
- Residential Tree Planting Program – the fourth season of the popular ‘residential tree planting program’ will open for applications next month with staff already getting ready for the 2024 planting season. Residents should stay tuned for program intake information sometime in February.
- Annual Business Survey – the annual business survey report has been received in draft form and comments were provided to the consultant prior to the Christmas break. A final version will be made available as soon as it is received.
- PEI Human Rights Day – The Town held a successful partnership with the PEI Human Rights Commission for an event on December 11, 2023, to mark ‘Human Rights Day.’ Many positive comments were received and we look forward to future partnerships with the commission. As Human Right Day and the International Day for Persons with Disabilities fall within a few days of each other, it has been the practice of the Diversity

and Inclusion Committee to alternate a larger event or recognition between these two activities – with the off year being used to continue to recognize the other on social media, but not with an event or activity.

- International Day for the Elimination of Racial Discrimination – This will be the next large event for the Diversity and Inclusion Committee. More information will come forward as plans are finalized for an event on or around March 21, 2024.

Councillor Cox took a moment to thank both Wendy Watts and Maddy Crowell for all the hard work they have done for him over the past year.

16. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY

a) No Report

Mayor Ogden noted that there were a few intergovernmental meetings with the Hon. Lawrence MacAulay, several ministers and several deputy ministers as part of the socialization over Christmas at the various receptions that were held. Mayor Ogden stated that he also had the opportunity to speak with Minister Myers and Minister Lantz. Mayor Ogden felt it was important to take those opportunities to let the decision makers know that Stratford has some great opportunities and let them know some of the challenges we are facing, and to seek their help in dealing with those challenges.

Deputy Mayor Gallant asked if there are any scheduled meetings with the ministers and the premier, and Mayor Ogden replied that staff meets on a regular basis with MLA's BurrIDGE and Redmond. He added that we do schedule meetings with Minister MacAulay and we will be scheduling a meeting with the premier, our two MLA's, the CAO, himself and the Deputy Mayor in the near future.

17. HUMAN RESOURCES

a) No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

a) No inquiries were made.

19. OTHER COMMITTEES

a) Stratford Senior's Complex

Deputy Mayor Gallant gave an update on the Stratford Senior's Complex as follows:

- The shower unit has arrived and the bathroom in unit #10 should be complete this week. Once the work has been completed, we will reach out to the next person on our waiting list to fill the vacancy.

- Unit #13 was completely gutted and the overhaul will start once new kitchen cupboards and the shower unit arrives.
- The maintenance person is currently on vacation and his son is covering in his absence.
- A new person has put their name forward to act as the seniors liaison for the building and the name will come forward to Council for approval.
- There are currently 24 people on the waiting list.

20. APPOINTMENTS TO THE COMMITTEE

Nil

PROCLAMATIONS

Nil

21. OTHER BUSINESS

Councillor Cox noted that he wanted to let the residents know that the Canadian Greener Homes Grant will be closing in March of this year.

Mayor Ogden stated that resident Ferne Edgecombe is turning 101 on January 12, 2024, and he took a moment to wish her a very happy birthday.

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 5: 55 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO