

REGULAR COUNCIL MEETING
January 12, 2022
Approved Minutes

DATE: January 12, 2022
TIME: 4:30 p.m. – 7:00 p.m.
PLACE: Council Chambers – Public via Social Media

ATTENDANCE: Deputy Mayor Gary Clow; Councillors Derek Smith; Darren MacDougall; Jill Burridge; Steve Gallant; Gail MacDonald; Jeremy Crosby, Acting CAO, and Director of Infrastructure; Blaine Yatabe, Town Planner; Jeremy Pierce, Director of Recreation, Culture, and Events; Kim O’Connell, Director of Finance and Technology; Jeannie Gallant, Project Manager; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Nil

GUESTS: Constable Sanders, RCMP

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.

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.

Mayor Ogden noted that this is our first Council meeting of 2022, and he is looking forward to a good year. He also took a moment to thank Council for everything that was accomplished over the past year.

2. DECLARATIONS OF CONFLICT OF INTEREST

No declarations were made.

3. APPROVAL OF THE AGENDA

It was moved by Councillor Jill Burridge and seconded by Councillor Darren MacDougall that the agenda be approved as presented.

4. ADOPTION OF THE MINUTES

It was moved by Councillor Derek Smith and seconded by Councillor Gail MacDonald that the Regular Council Minutes of December 8, 2021, be approved as circulated. Motion Carried.

5. BUSINESS ARISING

It was noted by Councillor Burrridge that there had been a discussion regarding crosswalks and crossing guards, and she asked if there is a plan in place for the spring. Councillor Smith noted that the Safety Services Committee did not hold a meeting in December but added that the general consensus was to give the crossing lights one year to see how they work out. We will then get feedback from the Home and School Association and the Teacher's Federation. Acting CAO Jeremy Crosby added that we did have some issues with the intersection of Keppoch Road and Stratford Road, so we sent a letter to the Hon. James Aylward, Minister of Transportation, and Infrastructure regarding the issue. We want to know what the Provincial Department of Highways can do with that intersection, and he we will be following up with Minister Aylward.

Councillor MacDonald asked if we made a decision yet regarding the T-3 pilot program that was to end in December. The Acting CAO noted that this was discussed at a Committee of the Whole meeting, and because there was no participation in the pilot program, we decided to discontinue it. He added that we are going to have some discussion with the province in regard to the rural transit initiative, to see if there is an opportunity for them to go through the areas that are not currently serviced in ward 3. Mayor Ogden felt that it was not really fair to the residents of ward 3 to evaluate a pilot program in the middle of a pandemic and he suggested that we could try it again at a later date to give it a fair chance.

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

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

- Chaired the regular monthly meeting as well as a special meeting of the Committee of the Whole Council;
- Participated in several meetings to finalize the process of hiring a new CAO;
- Attended meeting to discuss Stratford involvement in the 2023 Canada Comes;
- Chaired the monthly meeting of the Accountability and Engagement Committee;
- Attended a virtual presentation by consultants and discussion of possible options for fundraising for a new recreation complex including a rink;

- Along with CAO Hughes, met with a developer to discuss bylaws and policy around interpretation of what constitutes a 'change of use' for the property;
- Had the honour of presenting a fine Stratford resident Ken MacDonald with a framed recognition Certificate to mark his 90th birthday – Mr. MacDonald was once the Town Crier for Stratford;
- Together with Deputy Mayor Clow and Councillors Smith and Gallant, the RCMP T-3 Transit, Cross Roads Fire Company, and Island EMS took part of the Christmas Motorcade;
- Along with Councillor Burrridge and Upland Consulting – the concept plan for the new community campus was presented virtually;
- Attended the presentation by consultants of the results of the recent survey of Stratford businesses to determine actions the Town could take to help Town businesses;
- Together with Council and Managers, participated in a priority-sitting exercise to help guide budget priorities for the upcoming year and longer term;
- Had the honour of presenting Welcome Gifts to two new Stratford businesses – Leading Edge Group and Harbourside Engineering;
- Along with Councillor Burrridge, participated in the consultation for the provincial operational budget and had an opportunity to provide the province with some of Stratford's points of view. We also committed to put together a written submission which is due by January 24, 2022;
- Participated in a virtual retirement reception to bid farewell to Robert Hughes, CAO for the past 22 years;
- Recorded a New Year's Greeting on behalf of Council and staff;
- Attended internal meetings and looked after the day to day affairs of the Town.

8. CHIEF ADMINISTRATIVE OFFICER (CAO)

The CAO reviewed his report as follows:

December 1 - 3

Attended trades mission in Quebec put on by Investment Quebec International regarding transit electrification and electric powered transportation/technology

December 6

Met with staff to discuss the budget process for 2022/2023

December 7

Met with planning staff to discuss some temporary department staff re-organization and current project status

December 8

Attended the town council meeting and the infrastructure department meeting

December 9

Attended a transit meeting to discuss the location of the proposed new electric transit facility

December 13

Attended the housing supply challenge meeting to discuss phase II of the program

December 14

Attended meeting to discuss potential funding for green energy projects

December 15

Attended the special Committee of the Whole meeting

Attended a Town Suite module implementation meeting

Attended a strategic priorities planning session

December 16

Attended a meeting to discuss the cleaning contract

Attended a community campus /high school discussion meeting

December 20

Attended a Capital Area Transit Coordinating Committee meeting

Attended the Charlottetown Curling Club board meeting

December 21

Attended a meeting to discuss town projects and initiatives

December 22

Met with the Gray Group to discuss potential re-zoning applications

Attended a meeting re: Bunbury Forest update

Attended a Canada Games funding meeting.

9. HUMAN RESOURCES

a) Resolution HR001-2022 Appointment of the Chief Administrative Officer

Moved by Deputy Mayor Clow

Seconded by Councillor Gail MacDonald

WHEREAS Section 5.1 of the Town of Stratford's Bylaw #53 (the "Bylaw") and Section 86 (2)(c) of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1, authorize a Council to appoint, by resolution, a person to the position of Chief Administrative Officer ("CAO");

AND WHEREAS the Town of Stratford (the "Town") wishes to appoint a new CAO following the retirement of its previous CAO;

AND WHEREAS Section 5.5 of the Bylaw requires the Town to enter into a written employment agreement with the successful candidate on terms and conditions acceptable to the Council prior to appointing a CAO;

NOW THEREFORE BE IT RESOLVED that the Mayor and Deputy Mayor, on behalf of the Town, be authorized to enter into and sign an Employment Agreement with Jeremy Crosby on the terms and conditions agreed upon by the parties, and to affix the corporate seal of the Town thereto.

BE IT FURTHER RESOLVED that Jeremy Crosby be and hereby appointed as the Chief Administrative Officer of the Town of Stratford, effective upon the execution of the Employment Agreement immediately following this meeting.

BE IT FURTHER RESOLVED that the Town reimburse Mr. Crosby for the legal fees he incurred in connection with the review of his Employment Agreement.

Discussion: This resolution bears the recommendation of the Human Resources Committee.

Deputy Mayor Clow noted that in October we hired a Human Resource consultant to start the process of hiring a new chief administrative officer (CAO). The position was advertised across Canada and on several job sites, as well as local media. Deputy Mayor Clow noted that several applications for the position were received, and we developed a short list of people to interview. We then proceeded with the interviews – some in person and some via Zoom. Deputy Mayor Clow stated that he is happy to note that following the interviews, it was Jeremy Crosby who came out on top. He congratulated Jeremy and noted that he has proven himself time and time again over the past 18 years that he has been on Council.

Jeremy thanked Deputy Mayor Clow for his kind words. He also thanked the Mayor and the rest of Council for their decision and noted that he is looking forward to working with Council, staff, and residents to continue with the success of this great Town. Jeremy noted that there are a lot of exciting projects on the books, and he is looking forward to working with the team on these projects. Councillor Smith also congratulated Jeremy on his new position, and he also took a moment to thank all the applicants who sent in their resumes. Mayor Ogden stated that he is pleased to have such a highly qualified and skilled chief administrative officer (CAO). Mr. Crosby has an excellent resume, and he has a solid track record of achievement. Mayor Ogden added that he is looking forward to getting a lot of things done with the new CAO.

Question: **CARRIED**

10. SAFETY SERVICES

a) Report

Councillor Smith stated that the committee did not meet in December. In regard to the Santa Parade that was held on December 10 – special thanks to the Cross Roads Fire Department, EMS, transit, and others who helped out in making the parade a success. Also, a big thank you to all the parents and children who attended the parade, and a big thanks to Santa Claus who rode in the back of the fire truck. Councillor Smith also wanted to thank the RCMP who were looking after the intersections for the parade, and while they waited for the parade to come by they kept the residents entertained by doing a little dancing.

b) Street Lights

It was noted that there are some street light requests that will be reviewed at the next Safety Services meeting.

c) RCMP Report

Councillor Smith noted that the RCMP now has a drug testing machine and officers are being trained on how to use it. Councillor Gallant asked if the new machine will be in the Stratford office and Officer Lutley replied that at this point we do not have many officers trained on the it yet, and because of the pandemic it is hard to do anything in person, but we hope to have some members in both Queens and Stratford trained within the next few months. He added that the drug testing machine will be supervised out of the Maypoint office. There was a competition for it and two members (Cindy Bower and Kevin Cormier) from Stratford Detachment were the successful candidates. Officer Lutley noted that we still have other means of detecting drugs such as drug recognition experts.

The new crime reduction unit will be supervised out of the Maypoint and two members from Stratford were transferred to the new unit. The new unit covers all of Queens County which includes Stratford. Two new officers have moved into the Stratford office, and they are Const Bryce Haight who has 15 years of service with the RCMP, and Constable Alex Cabana is the second member, and he has 6 years of service with the RCMP.

The new clerk for the Stratford Detachment is now in training at Maypoint, and the Stratford office is currently being staffed by Maypoint clerks from time to time, and RCMP officers are also at the detachment.

Councillor Smith noted that due to the contagiousness of the Omicron Variant of Covid, the RCMP is being very cautious, and the number of stops and personal contact has been cut back.

Councillor Smith noted that there were 14 motor vehicles accidents over the past month. He added that everyone has been made aware of the new policy regarding the sanding and salting of our roads. However, the intersections can become slippery, and he asked residents to please slow down before they reach the intersections.

Councillor Smith stated that under property crimes – thefts from motor vehicles - there were 10, but he was informed that there has been an arrest and the person is now before the courts. Also, in the statistics was impaired by alcohol – 3 and impaired by drugs – 1.

d) Humane Society Report

The report for the month of December was included in the agenda package for Council to review. It was a standard month for the Humane Society.

e) Transit

The transit graph report for the month of December was included in the agenda package. Councillor Smith stated that at last month's meeting Deputy Mayor Clow had asked if the numbers were per month or per day, and they are per day as noted on the side of the graph. He also noted that the numbers are slowly climbing back up.

f) Cross Roads Fire Department

No report. There were nine calls in the month of December.

g) Resolution SS02-2022 – Appointment of Director's to the Cross Roads Rural Community Fire Company

Moved by Councillor Derek Smith

Seconded by Councillor Gail MacDonald

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

WHEREAS Council intends to appoint two members each year for three year terms so that there is regular turn over on the Board but also continuity with only two new members per year.

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 2022.

Town Council Representative:

- Councillor Derek Smith

Community Representatives:

- Kevin Jenkins (2nd year of 3 year term)
- Carol-Anne Duffy (2nd year of 3 year term)
- Chris Landry (2nd year of 2 year term)
- David Swan (2nd year of a 2 year term)
- David Milligan (1st year of a 3 year term)
- Kathy Livingstone (1st year of a 3 year term)

Discussion: This resolution bears the recommendation of the Committee of the Whole Council from a meeting held on December 15, 2022.

Question: **CARRIED**

11. RECREATION, CULTURE AND EVENTS

a) Report

The report was included in the agenda package for Council to review. Councillor Gallant highlighted some of the items from the report as follows:

Recreation, Culture and Events Committee – The committee did not meet in December. The next meeting will be held on January 27, 2022.

Arts and Culture – The committee did not meet in December. The next meeting is scheduled for January 13, 2022.

Events Committee - the committee did not meet in December but is scheduled to meet on January 20, 2022.

The “Adult Visual Arts” Artist in Residence Program (Urban Sketching with Ink & Gouache) began on Wednesday, October 6, 2021, and will continue through to March 9, 2022. The Dance/Movement Enrichment Program for grade 6 students at Stratford Elementary School had been delayed until January 2022. With the present Covid situation, and in-school learning delayed, the status of the program is being reevaluated.

Arts and Culture Winter Programs – Winter 2022 art programming had offered a choice of in-person or online participation. With Covid cases rising, the decision has been made to offer all art programming online only. Residents who were registered for in-person programs have the option to receive a full refund or move to online participation.

Youth Art Programs – The Chief Provincial Health Office (CPHO) has requested that youth programming be suspended until January 17, 2022.

Winterfest 2022 – February 1 – 28 is being planned similar to 2021 with virtual activities and activities that residents can enjoy as a family or small group outside. More details will be unveiled in the coming weeks as more certainty comes from CPHO announcements.

Stratford Youth Centre and Council – The Stratford Youth Centre is currently closed until January 17, 2022, due to the current Covid situation. If unable to open at that time for in-person programs – some programs and youth meetings will resume online through Zoom. During the closure and before reopening, the Youth Centre staff will do a deep cleaning of the Centre and organize the storage rooms.

Recreation Programs – All recreation programs have delayed the start dates to January 17, 2022, pending a further update from CPHO. All programs shall be extended with additional time to be added at the end of the season to compensate for the delayed start to the Winter Games.

Fitness Area and Gymnasium - The gym and fitness area were scheduled to operate on reduced operating hours over the Christmas holidays; however, with the introduction of the new CPHO guidelines prior to Christmas, the decision was made to close the gym and fitness area until restrictions lessen.

Outdoor Rinks – the Town is pleased to provide three outdoor rinks this winter season. Depending upon weather conditions, the rink will be available from early January to March. There are two hockey/ringette rinks, one located at the Bunbury outdoor rink and the other at Pondside Park on the multi-use sport pad with a second rink designated for skating only at the Pondside Park tennis courts. The rinks are unsupervised, but we hope that residents and guests will respect the respective designations at the rinks and avoid any unnecessary confrontations. The Town is also working toward having curling available on the Pondside skating rink throughout the winter. Councillor Gallant also encouraged everyone using the rinks to use a helmet and respect social distancing.

Councillor Gallant noted that he has a couple of shout-outs. The first one is Summer Kelly who is 11 years old, and she won the Guardian's Christmas Art Contest. The second shout-out goes to Max Dunphy who is 11 years old who is a full time soccer program on the Whitecaps Soccer Program which covers all of Canada, and this year Max entered a skill competition with more than 1000 people and he won the championship. His parents are Trevor and Christine Dunphy and live on Bonavista area of the Town. Mayor Ogden also took a moment to congratulate Summer Kelly and Max Dunphy on their great accomplishments.

The recreation director Jeremy Pierce noted that all three rinks are now open, and this year we have a 'skating only' rink on the tennis courts at Pondside, and the multi-use court at Pondside is for hockey and ringette. The Bunbury rink is predominantly hockey and ringette. Jeremy also noted that they are working with the local curling community to possibly provide curling on one or more weekends throughout the course of the winter. He added that we are looking at the weekend of February 5, 2022, specifically, as it is National Curling Day in Canada.

b) Resolution RC001-2022 Community Campus Land Lease Request by IGA

Moved by Councillor Steve Gallant

Seconded by Deputy Mayor Gary Clow

WHEREAS Stratford has established a Community Campus Land Lease Request Policy, Policy # 2021-RCE-01, to assess requests for land in the new Stratford Community Campus; and

WHEREAS the Island Gymnastics Academy has indicated its' interest in leasing a 2.5 acre parcel of land from the Town of Stratford for \$1 per year in the Community Campus, located in the northwest corner of the campus adjacent to Bunbury Road, for a new 16,500 square foot net zero training facility, and has submitted a request in accordance with the requirements of the Community Campus Land Lease Request Policy; and

WHEREAS Council published a notice of the potential lease to the Island Gymnastics Academy in accordance with Section 143 of the Municipal Government Act and received a few comments from the public in support of the lease and a few comments and a petition against the lease arising mainly out of concern for the proximity of the proposed facility to their homes on or near the Bunbury Road; and

WHEREAS the Community Campus Implementation Committee, Council and the Island Gymnastics Facility agreed to move the location of the leased parcel towards the center of the campus away from the homes on the Bunbury Road.

BE IT RESOLVED that the attached lease between the Town of Stratford and the Island Gymnastics Academy, effective February 1, 2022, be hereby approved and the Mayor and Chief Administrative Officer be authorized to affix their signatures thereto.

Discussion: This resolution bears the recommendation of the Committee of the Whole. Councillor Burr ridge noted that there was an application process to garner whether the Island Gymnastics Academy is a good fit for the campus. The

Academy had to complete an application, and we absolutely did see alignment with their goals and the goals of the campus.

Mayor Ogden stated that this facility will bring upwards of a thousand people into the Town every week. He added that it is a win for the Gymnastics Academy, and it is a win for the Town.

Councillor Burrige noted that they applied for federal funding for this particular facility. However, she doesn't think they have heard back yet regarding the funding but having this lease in place strengthens their application.

Councillor MacDonald asked if the funding doesn't come through will we free up the land for someone else, and the CAO replied that he would have to check, but he felt there was something in the lease that covered this eventuality. Mayor Ogden added that there is a time period outlined when construction needs to begin and the risk to the Town is minimal.

Question: **CARRIED**

12. FINANCE AND TECHNOLOGY

a) Report was included in the agenda package for Council to review. Councillor MacDonald highlighted some of the items in the report as follows:

- Staff is currently working on new budget initiatives that have come through for the upcoming budget year;
- Staff is working on the draft budget and draft capital budget for 2022/23 and the first meeting with the management team and Council will be on February 3;
- The January utility bills have been processed;
- Staff is extremely busy with the usual day to day work, along with working on the budget

Councillor MacDonald noted that the committee had a Zoom meeting on December 14, 2021, and the Meals on Wheels application was discussed. There was also a discussion on the strategic priorities session that was held in December, and the finance director brought the committee up to date on the current capital projects.

b) Financial Statements

Included in the agenda package. Councillor MacDonald briefly reviewed the financial statements.

c) **Resolution FT001-2022 Meals on Wheels Donation**

Moved by Councillor Gail MacDonald

Seconded by Councillor Jill Burridge

WHEREAS a request was received from the Charlottetown Meals on Wheels for financial support; and

WHEREAS the Charlottetown Meals on Wheels Board has made the decision to expand to the Town of Stratford after several requests for the service were indicated. Since this is a new service Meals on Wheels is looking for a financial donation. They currently have 29 clients using the service and are hoping to expand in the new year.

BE IT RESOLVED that \$1500 be donated to Charlottetown Meals on Wheels to support the Stratford expansion.

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

Question: **CARRIED**

13. PLANNING, DEVELOPMENT AND HERITAGE

- a) The report was included in the agenda package for Council to review. Councillor Burridge briefly reviewed the report. She noted that at the last meeting there was a discussion regarding a subdivision off of Mason Road and it's a 28 lot low density residential zone (R1). Twenty two (22) of the lots are single family and six (6) are semi-detached and it is an as of right subdivision and it is currently under review by the Department of Transportation.

Councillor Burridge noted that Charlottetown passed a short term rental (STR) bylaw and there is potential that it could spill over into Stratford, and this is an issue that will be discussed at the planning meeting.

b) Permit Summary

Included in the agenda package. Councillor Burridge briefly reviewed the permit summary.

c) Resolution PH001-2022 – Zoning and Development Bylaw #45 – Cannabis Retail and other Text Amendments

Moved by Councillor Jill Burridge

Seconded by Deputy Mayor Gary Clow

WHEREAS Several text amendments have been identified that are required to allow Cannabis Retail and other text amendments bringing updated language to improve the Zoning and Development Bylaw #45; and

WHEREAS Pursuant to Section 3 of the Zoning and Development Bylaw, it is required that a public meeting be held to solicit public input from residents.

BE IT RESOLVED that an amendment to Bylaw #45, be brought to a public meeting on January 26, 2022, to solicit public input from residents.

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

Councillor MacDonald asked why we would be changing the term unit to lots and Councillor BurrIDGE replied that triplexes do not factor into this. This change is only for duplexes/semi detached. She added that it won't change the calculation that we have done historically. Another item that came up was fences. We had the lawyers look at it and where it says 'impede' the lawyers felt it should be changed to 'prevent' and this is mostly centered around pools. They are also removing the section on temporary signs.

Question: **CARRIED**

d) Resolution PH002-2022 – PH001-2022 – 1660477 Canada Inc. Irving Ave OP Redesignation Request and Development Bylaw #45 – Cannabis Retail and other Text Amendments

Moved by Councillor Jill BurrIDGE

Seconded by Deputy Mayor Clow

WHEREAS an application has been received from 11660477 Canada Inc. to redesignate parcel numbers 739003 and 790246, (Approx. 6.11 ac) from the Residential (Serviced) Designation to the Mixed Use Land Use Designation; and

WHEREAS a rezoning proposal has been prepared by Tim Phalen of ARCHwork Studio; and

WHEREAS pursuant to the Provincial Planning Act and Section 3 of the Town of Stratford Zoning and Development Bylaw, Council must hold a Public Meeting in order to receive comments from the public on the proposed application.

BE IT RESOLVED that a public meeting be scheduled to solicit input from residents on an application to rezone parcel numbers 739003 and 790246, (Approx. 6.11 ac) from the Residential (Served) Designation to the Mixed Use Land Use Designation on January 26, 2022, at 7:00 p.m.

Discussion: This resolution bears the recommendation of the committee of the whole.

Question: **CARRIED**

e) **Resolution PH003-2022 – PH001-2022 – RZ007-21-11660477 Canada Inc. Irving Ave Rezoning Request MRC to MRMU**

Moved by Councillor Jill Burridge

Seconded by Deputy Mayor Gary Clow

WHEREAS an application has been received from 11660477 Canada Inc. to rezone parcel numbers 739003 and 790246, (Approx. 6.11 ac) from the Mason Road Commercial (MRC) zone to the Mason Road Mixed Use (MRMU) zone; and

WHEREAS a rezoning proposal has been prepared by Tim Phalen of ARCHwork Studio; and

WHEREAS pursuant to the Provincial Planning Act and Section 3 of the Town of Stratford Zoning and Development Bylaw, Council must hold a Public Meeting in order to receive comments from the public on the proposed application.

BE IT RESOLVED that a public meeting be scheduled to solicit input from residents on an application to rezone parcel numbers 739003 and 790246, (Approx. 6.11 ac) from the Mason Road Commercial (MRC) zone to the Mason Road Mixed Use (MRMU) zone on January 26, 2022, at 7:00 p.m.

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

Question: **CARRIED**

14. INFRASTRUCTURE

a) Report

The report was included in the package. Deputy Mayor Clow highlighted some of the items from the report:

Wastewater Treatment Plant Decommissioning – work on the project continues. The decommissioning components of the work are complete with only earthmoving and landscaping remaining. The fluctuating temperatures over the last month, along with the holiday shut down has slowed progress through the month of December.

Inflow and Infiltration Reduction Strategy – we continue to monitor and assess the sanitary sewer collection system to identify any areas requiring repair that will reduce the amount of surface and groundwater entering the collection system. The department will begin a review to identify areas where repairs may be needed and can be carried out in the 2022 budget year.

Dry Storage Building – construction began on the project in mid-December and is progressing well. The building is expected to be substantially complete by the end of March.

New Water Reservoir – CBCL has completed the review of the water system and made recommendations for a new water reservoir to be added to the system to provide continuous supply and proper water pressure to the Town. An RFP will be prepared in anticipation of funding being approved through ICIP for this project.

Infrastructure staff has been busy with the following:

- Christmas decoration maintenance;
- Setting up two ice surfaces at Pondside
- Salting, sanding, and snow removal operations are ongoing;
- Bylaw complaints and investigations;
- All cleaning of sewer lift stations is complete, inspections and servicing is ongoing;
- Water system sampling and maintenance is ongoing;
- Water and sewer inspections and water turn-ons for new development is ongoing; and
- Water turn-offs for seasonal properties is complete and all water meters are stored for the winter.

During the month of December there was a minor overflow at the Pondside sewer lift station attributed to a processor fault in the pump controller. This was repaired immediately. The overflow was reported to the appropriate authority and there was no damage caused to private property. There was also a sewer blockage that resulted in a manhole overflowing. This was also reported as required and again caused no damage to private property. There were no major issues with the water distribution system. Repairs have been carried out at the Cable Heights water station and the station is back in operation.

15. **COMMITTEE OF THE WHOLE**

a) **Resolution CW001-2022 Capital Area Recreation Inc. (CARI) Board Appointment**

Moved by Deputy Mayor Gary Clow
Seconded by Councillor Steve Gallant

WHEREAS the Town of Stratford, through the agreement with the Capital Area Recreation Inc. (CARI), must appoint a representative to the Board of Directors of CARI, a not for profit company that was created to design, construct, and operate the regional aquatic facility; and

WHEREAS Kim O'Connell served as the Town's representative to the Board of Directors of CARI in 2021 and has agreed to serve again; and

WHEREAS CARI has made a request to have Kim O'Connell, with her finance background, serve another term on the board.

BE IT RESOLVED that Kim O'Connell be re-appointed to the CARI Board for the year 2022 to represent the Town's interest on the Board.

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

Question: **CARRIED**

b) **Resolution CW002-2022 Appointment of the EX-Officio Member of the Charlottetown Area Development Corp. (CADC)**

Moved by Deputy Mayor Gary Clow
Seconded by Darren MacDougall

WHEREAS the Town of Stratford is a shareholder of the Charlottetown Area Development Corporation (CADC) and as such there is an ex-officio seat for the Chief Administrative Officer (CAO) or his/her designate; and

WHEREAS Robert Hughes, the Town's Chief Administrative Officer (CAO) was appointed as ex-officio to the Board of Directors of CADC; and

WHEREAS Mr. Hughes retired on December 23, 2021, as CAO of the Town of Stratford.

BE IT RESOLVED that the new CAO Jeremy Crosby be appointed as the ex-officio to the Board of Directors of CADC.

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

Question: **CARRIED**

16. SUSTAINABILITY COMMITTEE

There was no meeting held since the last Council meeting. Councillor MacDougall noted that he received an email in regard to the Switch Program and the resident's concern was the administration of the payment to the contractor. Councillor MacDougall noted that he reached out to the resident to get some further information, and he didn't want to speak for the person who administers the payment to the contractor, so he offered more of his own opinion from his own experience on the matter. The resident's concern was if we are not paying the contractors on time they will not be as eager to do the work and it will slow down the whole process, and it is a reasonable concern. Most of the contractors have an expectation that they will get paid within 30 days. Councillor MacDougall noted that it is a new program and new programs are not without glitches. When this program was rolled out it was a big hit with residents and that is a good problem to have. The CAO noted that there was some miscommunication regarding paperwork and that has since been resolved. The finance director asked Councillors if they receive any calls from residents who are having issues with PACE Atlantic to please forward them to staff, and we will look after them.

Mayor Ogden noted that the results of the business survey were very positive. The survey was well done, and we received more than 50 responses. Thanks goes out to Councillor MacDougall, and to our community and business engagement manager Wendy Watts for all her efforts on the survey.

The CAO noted that our environmental sustainability coordinator Maddy Crowell is now off on maternity leave, and Katie Sonier will be replacing her until she returns. There was quite a bit of overlap to bring Katie up to speed on what Maddy was working on.

17. ACCOUNTABILITY AND ENGAGEMENT

Mayor Ogden noted that the committee met in early December and the major items of discussion were the business survey, food trucks, tree planting, questions that were suggested for the resident survey, and short term rentals. It will be interesting to see how residents feel about these subjects. Wendy noted that we are looking at the end of January for the on-line launch of the survey and the paper copy will be mailed out sometime in February with a closing date of early to mid-March.

Mayor Ogden noted that one other item of discussion was how we can reach out and get our young people more engaged. Our newcomers are also a major demographic component, and we would like to find a way to engage them as well. Mayor Ogden noted that the committee provided some great suggestions on how to engage the youth and the newcomers.

Mayor Ogden stated that the committee is reviewing the performance statistics every quarter to see how the Town is performing against the objectives that we have established.

18. INQUIRIES BY MEMBERS OF COUNCIL

- a) Councillor MacDonald took a moment to acknowledge the death of longtime resident John Smith who lived on Stratford Road for as long as she can remember, and she wanted to pass her condolences on to all the family.

19. OTHER COMMITTEES

a) Stratford Community Seniors

The report was included in the agenda package for Council to review. Deputy Mayor Clow noted that there are a few people in the complex that have Covid, and all the protocols are in place. Those living alone are being called each day to be sure they have everything they need.

b) Community Campus

Councillor Burrige noted that there was a public consultation in December where the consultant put forth a community campus concept.

20. APPOINTMENTS TO THE COMMITTEE

a) Resolution CW003-2022 Committee Member Appointments

Moved by Deputy Mayor Clow

Seconded by Councillor Gail MacDonald

WHEREAS Council has established Special Committees and Sub-Committees to those Special Committees in Bylaw #33, the Stratford Committee Bylaw, to advise and assist Council in its deliberations; and

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

WHEREAS the Recreation, Culture, and Events Committee; the Events Sub Committee; the Active Transportation Sub Committee; and the Infrastructure Committee are all in need of members.

BE IT RESOLVED that Jeff Ford be appointed to the Recreation, Culture and Events Committee, that Angie McCarthy and Eliane Salgueiro be appointed to the Events Sub Committee; that Matthew Spidel be appointed to the Active Transportation Sub Committee; that Joe Roberts be appointed to the Safety Services Committee; that Yiu Ang Iris be appointed to the Accountability and Engagement Committee; and that Rick Richard be appointed to the Infrastructure Committee for the remainder of the Council term ending November 30, 2022.

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

Question: **CARRIED**

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

23. ADJOURNMENT

There being no further business, the meeting adjourned at 7:00 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO