

REGULAR MONTHLY COUNCIL MEETING

July 8, 2020

Approved Minutes

DATE: July 8, 2020
TIME: 4:30 p.m. – 6:30 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

ATTENDANCE: Deputy Mayor Gary Clow; Councillors Derek Smith; Darren MacDougall; Jill Burridge; Steve Gallant; Gail MacDonald; Robert Hughes, CAO; Jeremy Crosby, Deputy CAO and Director of Infrastructure; Kevin Reynolds, Director of Planning, Development and Heritage; Jeremy Pierce, Director of Recreation, Culture, and Events; Kim O’Connell, Director of Finance and Technology; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Nil

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. He noted that Council has been having weekly meetings as well as monthly Council meeting on the Zoom platform in order to keep the business of the Town going.

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 Gail MacDonald that the agenda be approved as circulated.

4. PRESENTATIONS FROM THE FLOOR

Nil

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5. **ADOPTION OF THE MINUTES**

It was moved by Councillor Jill Burridge and seconded by Councillor Darren MacDougall that the Regular Meeting Minutes of June 10, 2020 be approved as circulated.

6. **BUSINESS ARISING**

Nil

7. **MAYOR'S REPORT**

Report was included in the package. Mayor Ogden noted that the weekly Zoom meetings ended on June 23 and future meetings will be held in person.

A meeting was held with the Cross Roads Fire Company executive to finalize the lease.

There were some teleconferences with provincial Ministers regarding the shellfishery, the active transportation lane on Hillsborough Bridge, as well as some other issues.

Mayor Ogden noted that he was pleased and honoured to be part of the motorcade on Canada Day. He thanked everyone who was able to make it happen adding that the recreation department went above and beyond expectations. The RCMP and the Cross Roads Fire Company did a great job and he appreciates that they participated. It was a very successful Canada Day.

Councillor Burridge asked Mayor Ogden to elaborate on the active transportation lane. Mayor Ogden asked Jeremy Crosby if he had any additional information on the lane and Jeremy replied that a committee was developed (the Town was involved) some time ago to look at some options. Jeremy stated that there might be some slight alterations to the entrance and the exit of the structure where it comes into Charlottetown and where it comes into Stratford. There will be a permanent barrier between the traffic and the pedestrians and cyclists. The sidewalk on the east side of the bridge will be removed, and construction is expected to start in about five weeks. Mayor Ogden would like as much detail as possible given to our residents. He also asked about the impact on the traffic and Jeremy replied that the traffic impact will be included in the engineering documents that we will receive from the province. Mayor Ogden noted that this is funded by the provincial and federal governments and he took a moment to thank them. Jeremy agreed that this project was originally slated for 2023, but the province decided to go ahead with it now.

Councillor Smith noted that that this initiative will serve all of eastern PEI.

8. **CHIEF ADMINISTRATIVE OFFICER (CAO)**

The report was included in the package.

RFP's - Robert noted that there is an RFP out for an Employee and Family Assistance program because our current service provider announced that they are ceasing operations.

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There is also an RFP out for Human Resources, and quite a number of proposals have been received for both RFP's. One thing that did come up was people looking to submit via electronic submissions. Robert noted that we are going to look to see if we can do it, and still have the submissions secure. Unfortunately, due to Covid-19, the couriers will not guarantee delivery time.

Environmental Sustainability Coordinator - the Town hired a new environmental sustainability coordinator and the successful applicant was Maddy Crowell – Congratulations to Maddy. She will help get her replacement up to speed for the watershed, and then she will move to full time with the Town.

Resident Survey - Robert is only one-third through the resident survey and he would like time to complete the review and then bring it to the Committee of the Whole.

9. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Councillor Burrridge noted that the planning committee had a meeting on June 29, and there will be a public meeting on July 15 starting at 6:00 p.m., with Reddin Meadows as the first agenda item, and Greenway Realty, which is the Aintree subdivision as the second item, and both items are rezoning issues from RI to PURD. Also added to the agenda will be general amendments to the new bylaw because it is a requirement that they be done at a public meeting. This meeting will be held at the Stratford Emergency Services Centre.

The planning director Kevin Reynolds added that we do have an operational plan in place for the public meeting with a registration system, and the registration for attendance closes on Friday, July 10. We can allow up to 50 residents to attend in person and the meeting will be online so anyone who isn't able or available to attend can view the meeting. Following the meeting there will be seven days for people to submit their comments.

There was further discussion on the public meeting. Deputy Mayor Clow would like Council to attend if there is room and Councillor Burrridge replied that she will keep him posted regarding seating availability. Councillor MacDonald asked if there was a plan in place for to allow enough time for the public to ask questions, and Councillor Burrridge replied that they will work with the first developer to ensure there is time for questions.

Councillor Smith spoke about the parking and asked if people were advised to be dropped off and picked up and Kevin replied that he felt that the parking would be adequate. For clarification Mayor Ogden noted that the public meeting will be held on

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Wednesday, July 15 beginning at 6:00 p.m., and the first item will be the Reddin Meadows Rezoning request from R1 to Planned Unit Residential (PURD). The second item on the meeting agenda will start at 7:15 p.m. and that is for Aintree to rezone from R1 to PURD. The third item on the agenda is for general amendments to the new bylaw because it has to be done by public meeting. It was also noted that Councillor Burrridge will be the chair of the meeting.

Deputy Mayor Clow noted that after the meeting, the items will go back to the planning board for a recommendation to Council and Councillor Burrridge replied that is correct.

Councillor Burrridge noted that our Town Planner, Blaine Yatabe, outlined his timeline and framework for the official plan review. She noted that it is going to be more of an update rather than a full review, as it is a fairly new official plan.

Concord Properties - Gray Group – Councillor Burrridge stated that we were able to get our first look at their Stratford Urban Core plan – first draft. It's interesting to see what that looks like and it will be interesting to see what happens in the future. There will be public consultation to see what the public might like to see in the core area as well.

b) Permit Summary

The permit summary was included in the agenda package. Councillor Burrridge briefly reviewed the summary.

c) Resolution PH012-2020 – (DP100-20) - Autobody Shop – Special Permitted Use – 10 St. John Avenue

Moved by Councillor Jill Burrridge

Seconded by Councillor Darren MacDougall

WHEREAS an application has been received from Susan Behi and Mehdi Shahsavari to add an Auto Body Repair Shop as a special permitted use to the existing Wash Away Car Wash on parcel number 879866 (0.61 acres in total) located at 10 St. John Avenue; and

WHEREAS one bay (416 sq.ft.) of the existing car wash is proposed to be changed to an Auto Body Repair Shop which is a Special Permitted Use within the Highway Commercial C2 Zone; and

WHEREAS in accordance with section 13.2.4. SPECIAL PERMITTED USE of the C2 Zone:

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(b) Prior to the issuance of a Development Permit for a Special Permit Use Council shall ensure that: (v.) a public meeting shall be held to allow residents to obtain their input prior to the development of a preliminary site plan; and

WHEREAS after a detailed review of the proposed use it has been determined that the use of an Auto Body Repair Shop is not suitable in this location.

BE IT RESOLVED that approval be granted to proceed to a public meeting for an application received from Susan Behi and Mehdi Shahsavari to add an Auto Body Repair Shop as a Special Permitted Use to the existing Wash Away Car Wash on parcel number 879866 (0.61 acres in total) located at 10 St. John Avenue.

Discussion: This resolution **does not** bear the recommendation of Planning, Development and Heritage Committee.

Councillor Burrridge asked the planning director Kevin Reynolds to read the report from the Town Planner.

The analysis from the Town Planner states that the applicant is proposing to create an auto body and repair shop in what is an existing use, and there is a similar type of business at 18 St. John Avenue.

The applicant is creating a more intense use than what is currently there and because of this there are some concerns:

- This proposed auto body shop will be across the street from a residential facility.
- Compatibility with a residential use adjacent to an industrial service use may be a concern for the residents.
- Storage of vehicles that are waiting to be serviced or worked on may create an eyesore. It is not uncommon for such establishments to have numerous vehicles parked on site at all times.
- There will be noxious uses involved in the operations of a body shop such as spray painting and sanding. Dust and odour will be consistent.
- The site will be visible from the Trans Canada Highway.
- Screening will need to be placed along the edges of the property in either attractive fencing or vegetation such as shrubs or plantings.

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- There is already an automobile garage located two properties down St. John Avenue.
- St. John Avenue will eventually be connected to a residential area.
- This type of business is better suited to a M1 or an M2 zone.

For clarification, Mayor Ogden stated that they would be converting part of an existing business (car wash) into an auto body shop.

Councillor Smith stated that he does not like to send a business away and would be comfortable having a public meeting.

Deputy Mayor Clow and Councillor Gallant both agreed with the Town Planner and felt the entrance to the Town was not the right place for an auto body shop.

Councillor Burrridge also felt strongly that that was not the place for an auto body shop, as it does not fit in the area.

Question: **DENIED** (1 in Favour - Councillor Smith)

d) **Resolution PH013-2020 – General Amendments – Town of Stratford Zoning and Development Bylaw - #45 – Public Meeting**

Moved by Councillor Jill Burrridge

Seconded by Deputy Mayor Clow

WHEREAS minor amendments are required to the Zoning and Development Bylaw #45 to correct an error within section 11.5.5(b) of the PURD Zone, minor amendments to the R2 and C2 sections, an insertion of a new section on fence heights in Section 8, and minor text amendments in the swimming pool section 8.14.1(a); 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 July 15, 2020 to solicit public input from residents.

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

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Kevin noted that there are errors that that need to be corrected and they are required to be corrected at a public meeting.

Question: **CARRIED**

10. SAFETY SERVICES

a) The report was included in the package.

b) Street Light Report

No Report

c) RCMP Report

The report for the month of June was included in the agenda package. Councillor Smith noted that there is a correction he needs to make. At last month's meeting it was reported that the RCMP had six members working, but the number should have been seven. He also noted that the officers are now working out of the Stratford RCMP office which cuts down on their travelling time to and from Maypoint.

The statistics were displayed and Councillor Smith indicated an area in a subdivision where complaints were received regarding speeding and action was taken. The RCMP is responsible for these incidents and all drivers should be made aware that the officers will be looking for speeders. If a driver is seen not wearing a seat belt, using a cell phone, has an expired license plate, or is driving through stop signs, the officers can take the necessary action, and this applies to all drivers. It was noted that the RCMP did a number of check stops this past month.

Criminal record checks can now be done, but vulnerable record checks will be done at the Maypoint Detachment and only for health care workers at this time. However, there is a business in Charlottetown that will do them, but at a cost to the person applying.

Corporal Dudley noted that a million vehicles have passed by our speed signs, and for the most part drivers are only going about 10 km over the limit. However, he added that we do have some speeders.

Deputy Mayor Clow stated that visibility is up in the Town. The RCMP is setup on the Trans Canada most days and he is quite happy with the increased visibility.

Councillor MacDonald noted that the report has changed; we no longer have a month by month comparison and she wondered why. Corporal Dudley stated that we have our

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first ever district assistant in Stratford and if there is a certain report Council is looking for, he will ask the commander if we could look at producing it.

Corporal Dudley noted that Constable Kevin Cormier is now a Stratford member. Constable Cormier is coming up on five years as an RCMP officer and he is a resident of the Town.

Councillor MacDougall echoed the Deputy Mayor's comments and stated that he has noticed an increase in the RCMP presence in the Town and he thanked Corporal Dudley for doing a great job. Councillor MacDonald also noticed an increase in the police presence and officers stopping to talk to the children. Mayor Ogden noted that the visibility has really increased now that the RCMP has its' own detachment in the Town and Councillor Gallant agreed that it is great to see.

Councillor MacDonald asked if we still have a liaison with Citizens on Patrol (COP) and Corporal Dudley replied that he is quite interested in having a liaison with COP, and he has someone in mind who can take it over.

d) Humane Society Report

Report is included in the agenda package.

e) Transit Report

Report is included in the agenda package. Councillor Smith noted that the good news is the ridership is going up and the Saturday service is still running. Councillor Gallant asked about the on-demand service and Jeremy replied that we are still looking at it but added that it will be difficult to do until the ridership goes back up to its former numbers.

f) Cross Roads Fire Department

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

Councillor Smith stated that the Cross Roads Fire Department Board of Directors has picked a new Deputy Fire Chief. There were three high quality candidates who applied for the position and the Board was faced with a difficult decision. The Board chose Peter MacDonald as the new Deputy Fire Chief. Peter MacDonald has been a lifelong resident of the area and has been with the fire department for 31 years. He is married and has four adult children. It should be noted that Peter has logged hundreds of hours taking courses and attending training sessions with his fellow fire fighters. Councillor Smith wished Deputy Fire Chief Peter MacDonald all the best in his new position.

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It was noted that both the Chief and Deputy Chief were always picked by the membership, but that has changed and now they are appointed.

Councillor Smith stated that he would like to bring Council's attention to a major fire that the Cross Roads Fire Department attended in the past few days. This case was major in its size as well as its level of danger. Because of this it was necessary for the department to send out a call for additional help, and the following fire departments answered the call - Charlottetown, East River, Vernon River, and Belfast. At the scene there were more than 70 fire fighters, along with numerous pieces of equipment. With this in mind, it took leadership to make sure things ran smoothly without causing danger to all involved. It should be noted that this leadership not only took place at the scene, but also at the new fire station, as many trucks had to reload with water in an order to provide a continuous flow of water at the scene. It appears that it took 75 tanker loads of approximately 200,000 gallons of water to extinguish the fire. This shows how ongoing training for all fire departments is so valuable and Councillor Smith wanted to personally thank the fire departments for their help. Councillor Smith also stated how proud he was to know that we have such a dedicated group of volunteers keeping our communities safe. As a footnote, the RCMP was providing traffic control at the scene.

Councillor Smith noted that we are very close to having the lease issue solved and it will then come to Council for approval.

11. RECREATION, CULTURE AND EVENTS

a) Report

Included in the agenda package.

Councillor Gallant noted that recreation staff did a fantastic job on Canada Day and he thanked both the staff and some great volunteers.

The following is an overview of projects and items being worked on within the Recreation, Culture and Events Department:

Events – Canada Day certainly looked a little different this year. In light of the COVID - 19 restrictions, the Town of Stratford sought new ways to celebrate the national holiday while meeting the expectations of the public health and environmental health guidelines. A very successful motorcade around Stratford was designed as a way to thank residents, essential services, and local organizations for their continued efforts since the onset of the COVID-19 pandemic. The motorcade looked much like the very well received birthday party motorcades that are taking place around Town.

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Arts and Culture – The Arts and Culture Committee will resume meeting in July. The committee received some preliminary snapshots of the public art piece ‘the red winged blackbird’ that is intended for Fullerton’s Creek Conservation Park. Local artist Gerald Beaulieu is working on a beautiful centerpiece to the natural playground that will also be installed in the park.

The Art Club and the Intermediate Water Colour Painting Classes are now finished for the spring sessions. Planning is well underway for fall and winter programs. All programs will include contingency plans should a second wave of the coronavirus affect the province.

Stratford Programming –The Town has created operational plans for all work processes, sport fields, parks, trails, and facilities. Stratford has worked diligently with all local minor sport organizations regarding the safe return to sport in our community. The minor sport organizations have gone above and beyond to create a safe environment for their athletes. The Town is proud to see baseball, softball, soccer, lacrosse, and cricket being played safely in Stratford. Unfortunately, the availability of the Stratford ball fields is limited to minor baseball and softball due to the increased number of teams in the respective associations. Minor baseball has 275 registered and softball has 175 members and they are all looking for space.

The Stratford summer camp began on Monday, June 29 and will run until Friday, August 28. Extra safety precautions were implemented to ensure that campers are provided with a clean and healthy environment for their summer camp experience. Numbers fluctuate from week to week, but roughly 20 local kids enjoy the program each week.

U4 Soccer and Intro to Sport programs began on July 4 with 50 kids participating between the two programs.

Tennis and pickleball programs at Pondside and Kinlock Parks are enjoying warm weather and high attendance numbers. The increase in the number of residents enjoying outdoor activities has perhaps been reflected in the two respective programs. To coincide with the increased walking, hiking, and biking in the community, new Fit Bench signs will soon be placed at benches along various Stratford trails. Residents can add some healthy exercises to their walks or runs.

Capital Project Updates - Various capital projects are underway.

- *Fullerton’s Natural Playground* – three initial designs for possible natural playgrounds were issued by the Glenn Group and Cobequid Consulting. Feedback

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was provided by Stratford residents that will help with the final design for the project. The consulting team is hopeful to have a final design by early July. The actual install will be late August or early September.

- *Fullerton's Multi-Use Building* – work has begun on the washroom and storage building at Fullerton's and they are working towards a late July or early August completion date.
- *Pondside Multi-Use Courts* – paving is now complete, as well as the posts for the fencing. Once cured, the pavement will be painted a light blue and lined for basketball and other activities. ICS is working towards a July 20 opening.
- *Soccer Nets* – were installed at the soccer complex.
- *Tennis Screens* - have been ordered and half were installed at the Pondside tennis courts. A rebounding wall will be constructed shortly as well.
- *Playground* – requests were sent out for playground options with a maximum price of \$15,000. Several options were received from playground providers and there will be an order placed for one piece for Spruce Grove Park.
- *Waterfront Park and Waterfront Core Area RFP* – the Town has issued an RFP request for the future development of a waterfront park in the area of the existing sewage lagoon.

12. FINANCE AND TECHNOLOGY

a) Report was included in the agenda package. Councillor MacDonald noted that the staff is working on the following items:

- The online payment platform is set up and customers will be able to pay their utility bill online. There are now 464 customers registered for e-billing.
- Final audited financial statements were received for the senior's complex.
- Working on year end for the Town, the Utility, and the Business Park.
- The gas tax audit was completed with MRSB and submitted to infrastructure.
- Finalizing information in order to get the July quarterly Utility bills processed.
- Processing Utility collection 'first' letters.
- Implementing Office 365 for Council and all staff.
- Working on fire company lease information.
- Working on current year financials and reports.
- The capital project spreadsheets have been updated.
- Working on year-end working paper files for the auditors.
- Working on infrastructure and new deal gas tax claims; and
- Looking forward to enjoying summer vacation.

b) Financial Statements

Councillor MacDonald briefly reviewed the financial statements included in the package.

13. INFRASTRUCTURE

a) Report

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

Wastewater Treatment Plant Update – after some fluctuations with the system, because of the spring turnover, the system has returned to normal operations. Staff continues to monitor the system closely and make any necessary adjustments.

Wastewater Collection System to the Charlottetown Pollution Control Plant – work continues at the pump station building with approximately 85% of the structure's shell complete. Structural steel work under the bridge continues in preparation for the pipe to be installed. A resolve with the City of Charlottetown has been made to dispose of impacted material from the Transportation, Infrastructure, and Energy (TIE) site and the Charlottetown Pollution Control Plant (CPCP) site at the former East Royalty landfill site. This will allow the pipework to continue at these sites which is required to connect the section of drilled pipe. The project is on target for substantial completion by the end of October.

Inflow and Infiltration Reduction Strategy – 53 of the 200 manholes inspected by a contractor were identified as requiring repair. A plan for these repairs and further manhole investigation is being discussed.

Investing in Canada Infrastructure Program Update

- **Sewer Lift Station Upgrades** – Coles Associates has completed the preliminary design report. Their findings indicate extensive upgrades required to the gravity mains along Kinlock Road, and from the intersection of Keppoch and Stratford Road to the Bayside pump station, to divert flows from Pondsides to Bayside. They also indicate the need to upgrade the forcemains from the Corish and Bayside stations. This results in approximately 4200 meters of pipe replacement to proceed with this change - which was not anticipated. After some department discussions, Coles has been asked to assess the possibility of pumping Corish station direction into the trunk main at MacKinnon Drive. This would result in approximately 2500 meters of new pipe along with upgrades to the Corish station. We have approved Coles additional fee of \$16,500 to complete this review and we are awaiting their pre-design report.
- **Water Station Upgrades** – CBCL has submitted a pre-design report and estimated costs for the scope of work proposed. The estimated construction cost was \$482,000 and the capital budget is only \$290,000. We asked CBCL to review the

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options for completing the work as phase 1 this year, and phase 2 next year. We are awaiting CBCL's report.

Hearing Loop System for Council Chambers – The device is installed and fully operational.

Provincial Active Transportation Fund – Four submissions were received for the Georgetown Road sidewalk and bicycle lanes extension project. The design work has been awarded to Coles Associates for \$28,000 plus HST. Five submissions were received for the Keppoch Road multi-purpose trail project. The design work has been awarded to Coles Associates for \$41,000 plus HST. These projects are contingent on 50% funding through the provincial active transportation fund.

Fullerton's Washroom Facility WM&M has mobilized to the site and is ready to begin construction.

Fullerton's Natural Playground – Cobequid Trail Consulting and Glenn Group Ltd are finalizing the preferred playground option which will be presented in a 3D model. The Glenn group is planning a site visit this week.

In addition to the above, the infrastructure staff has been busy with the following items:

- Grass cutting of sports fields and some Town properties
- Landscaping and gardening operations
- Speed hump installation and placement of the speed radar trailer
- Trail grooming and maintenance throughout the Town
- Sports field preparation for the upcoming season
- Sewer lift station maintenance and monitoring/adjusting operations at the wastewater treatment facility; and
- The hydrant maintenance program

During the month of June there were no major issues with our water distribution or wastewater collection system.

14. COMMITTEE OF THE WHOLE

- a) Report was included in the package.

Councillor Burridge noted that we had a good discussion with the province and gave them a snap shot of where we are with the community campus.

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15. SUSTAINABILITY

- a) Councillor MacDougall stated that the committee has not met since the beginning of Covid-19. He noted that the Town has hired Maddy Crowell for the Environmental Sustainability Coordinator position. Maddy is an exceptional employee and she will do a great job for the Town. There were other exceptional people who were interviewed and that speaks volumes about the people who want to work for the Town.

Property Assessed Clean Energy (PACE) Program - Stratford has joined with the City of Charlottetown, the Towns of Wolfville and Kentville in Nova Scotia, and the PACE Atlantic Community Interest Corporation, to develop an application to FCM for a loan and a funding grant to offer a PACE program to the residents and businesses of these communities. The application was approved at the June Council meeting.

16. ACCOUNTABILITY AND ENGAGEMENT

- a) No Report
- b) Resolution AE005-2020 Records Management Bylaw – Second Reading

Moved by Councillor Jill Burridge

Seconded by Councillor Darren MacDougall

WHEREAS Council established a Records Management Policy in 2008 to classify and set retention periods for files; and

WHEREAS Section 117 of the Municipal Government Act requires municipalities to establish a Records Retention and Disposal Schedule and the Records Retention Regulations sets out retention and disposal requirements for certain files; and

WHEREAS a new Records Retention Bylaw was drafted to meet the Act and Regulation requirements and to continue current records management practices and classification to the greatest extent possible.

BE IT RESOLVED that the attached Records Retention Bylaw, Bylaw # 51, be hereby read and approved a second time.

Discussion: It was noted that this is a requirement of the Municipal Government Act.

Question: **CARRIED**

- c) Resolution AE005-2020 Records Management Bylaw – Adoption

Moved by Councillor Darren MacDougall

Seconded by Councillor Derek Smith

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WHEREAS Records Retention Bylaw, Bylaw #51, was read and approved a first time on June 10, 2020; and

WHEREAS Records Retention Bylaw, Bylaw #51, was read and approved a second time on July 8, 2020.

BE IT RESOLVED that the attached Records Retention Bylaw, Bylaw # 51, be hereby adopted and that the Mayor and Chief Administrative Officer be authorized to affix their signatures and the corporate seal of the Town thereto and to be formally declared the said Bylaw passed.

Discussion: Nil

Question: **CARRIED**

17. HUMAN RESOURCES

No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

Councillor Smith noted that he has never been a part of the hiring process and asked how it worked. Robert explained that there is a rating system policy which consists of three people - the chair, the department head manager, and himself. The ratings are then compared and the best person for the position is chosen.

19. OTHER COMMITTEES

a) Stratford Community Seniors

Report is included in the package. Councillor MacDonald gave a brief overview of the report.

b) Community Campus Report

No Report

20. APPOINTMENTS TO THE COMMITTEE

Nil

22. PROCLAMATIONS

Nil

23. OTHER BUSINESS

Nil

24. ADJOURNMENT

There being no further business, the meeting adjourned at 6:30 p.m.

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Mayor Steve Ogden

Robert Hughes CAO