REGULAR MONTHLY COUNCIL MEETING
March 13, 2019
Approved Minutes

DATE: March 13, 2019

TIME: 7:30 p.m. – 9:38 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; Kim O'Connell, Director of Finance and Technology; Jeremy Crosby, Deputy CAO and Director of Infrastructure; Jeremy Pierce, Director of Recreation, Culture, and Events; Kevin Reynolds, Director of Planning, Development and Heritage; Wendy Watts, Community Engagement Coordinator; 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 and welcomed those in attendance.

2. **APPROVAL OF THE AGENDA**

   It was moved by Councillor Derek Smith and seconded by Councillor Gail MacDonald that the agenda be approved as circulated. Motion Carried.

3. **APPROVAL OF THE MINUTES**

   It was moved by Councillor Gary Clow and seconded by Councillor Jill Burridge that the minutes of February 20, 2019 be approved as circulated. Motion Carried.

4. **BUSINESS ARISING**

   Nil

5. PRESENTATIONS FROM THE FLOOR

Nil

6. CARI REPORT

The finance director Kim O'Connell noted that there will be an open house in early April for Councillors to tour the facility. She will advise every one of the date once it has been set.

7. CORRESPONDENCE

A list of all correspondence sent and received since the last Council meeting was included in the meeting package.

8. MAYOR'S REPORT

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

Friday, February 15/19
Transit meeting with T-3 Transit, Charlottetown, and Cornwall
Fam Fest Events….. Mayor Ogden gave a big shout out to the organizers of the FAM Fest for a wonderful event
Family fun evening Stratford Youth Centre
Family Karma Yoga Now n Zen Wellness

Saturday, February 16/19
Fam Fest Events…con't
Pancake breakfast Town Centre Gym
Welcome Ceremony Town Centre Gym
Build a Birdfeeder Town Centre
Kids Fitness Class 3rd Degree Training
Family Karma Yoga Now n Zen Wellness
Sleigh rides and petting pen Great Northern Adventures
Family Skate Pownal Sports Centre
Family Movie Night Stratford Youth Centre
Community bingo night Town Centre Gym to raise money for the Stratford School playground

Sunday, February 17/19
Famfest Fun Fair Town Centre

Mayor Ogden gave a 'big shoot out' out to the organizers of the Fam Fest

Monday, February 18/19
Attended an event at the Humane Society for fundraising
Attended the Finance Committee meeting
Met with consultants to discuss cooperative, shared services opportunities to partner with nearby communities
Attended the Infrastructure Committee meeting
Attended the Provincial Heritage Awards at Beaconsfield

Wednesday, February 20/10
Support to Reservists event at Government House
Attended budget meeting
Attended Council Meeting

Thursday, February 21/19
Attended the Diversity and Inclusion Committee meeting
Attended the community campus planning session

Saturday, February 23, 2019
Attended budget meeting with CAO
Fam Fest sleigh rides

Sunday, February 24, 2019
Art Expo reception

Monday, February 25/19
Attended budget meeting
Attended Safety Services Committee meeting

Tuesday, February 26/19
Events Committee
Attended the Community Campus Committee meeting

Wednesday, February 27/19
Met with Minister of Municipal affairs Richard Brown
Attended the COW meeting
Attended the HR meeting

February 28 – March 11
Vacation

March 12/19
Attended the Finance Committee meeting

In Mayor Ogden's absence Deputy Mayor Clow attended the following events:

March 2/19
Attended the Chinese New Year which was very well attended.
Attended many budget meetings between February 28 and March 11.

March 4/19
Attend a transit meeting at the City of Charlottetown, along with Councillor Smith and infrastructure director Jeremy Crosby.

March 7/19
Attended the annual Camp Gencheff Charity Dinner at the Culinary Institute – also in attendance were Councillors Smith, MacDonald, and Gallant and more than $3000 was raised for the camp.

March 8/19
Volunteered to scoop ice cream at the Special Olympics at the Eastlink Centre.

March 11/19
Attended the Annual Observant Commonwealth Day at the Kirk of St. James Church and this year's theme was a connected Commonwealth. Resident Ray Murphy read out the names

of 53 Commonwealth countries as the flags from each country were presented by the cadets.

Mayor Ogden took a moment to thank Deputy Mayor Clow for attending these events in his absence.

9. CHIEF ADMINISTRATIVE OFFICER (CAO)

The report was included in the package. Robert noted that the budget has been the priority over the past number of weeks. He also noted that he attended the Federation of Canadian Municipalities (FCM) Asset Management Technical Working Group meetings in Ottawa. The Federation of Prince Edward Island Municipalities (FPEIM) had recommended that Robert be the PEI representative on that committee. Robert noted that the term is now up and he has decided not to reoffer. He added although it is interesting work, it is not a part of his day to day duties.

Councillor Smith thanked Robert for serving on the committee. Mayor Ogden also thanked him for his work on the committee and for the work he did for FPEIM, as well as the work he does by serving on the Canadian Association of Municipal Administrators (CAMA). Mayor Ogden also added that Robert was instrumental in the revenue sharing agreement with the province and the Island municipalities.

10. SAFETY SERVICES

a) Councillor Smith noted that the committee met on February 25 and the meeting went well. Deputy Mayor Clow asked about the safety tips that we were to go on the digital sign and Councillor Smith replied that it is on the agenda and the plan is still the same, but the focus at the moment is on the budget. Councillor MacDonald asked about the crosswalk on Bunbury Road that leads to the youth centre/seniors complex, and Councillor Smith replied that he looked at it, and there are many crossing flags at that crosswalk, and it looks like they are being used which is very positive.

Some of the members serving on the Safety Services Committee are very professional and provide great insight and guidance for the Town. Councillor Smith thanked the Infrastructure director/Deputy CAO for helping pick his committee members.

b) Street Light Report

No Report

c) RCMP Report

The report for the month of February 2019 was included in the agenda package. Councillor MacDougall asked Councillor Smith if the traffic related offences are where they should be, and Councillor Smith replied that the RCMP is contracted because of their expertise, duty, and their service, and he felt that the Town's biggest concern is safety of the citizens and the cost. Councillor Smith noted that visibility is a concern and for a while he thought it was only happening in Stratford. However, on the news we have been hearing reports that there is a shortage of officers across Canada which affects everyone. Councillor Smith thanked the RCMP for their honesty when they said there was a 40% shortage in staff.

Mayor Ogden would like to set up a meeting with the RCMP commanding officer once the budget has been approved. He noted that we could meet in mid-May and have a good discussion and have any issues addressed at that time.

Councillor Smith noted that the health and safety of the RCMP should also be taken into consideration as they are residents of the Town.

Mayor Ogden noted that when going door he was hearing from residents about high traffic times and speeding, and it is happening in the subdivisions. Councillor Burridge also noted some specific areas that she was seeing.

It was noted that Citizens on Patrol is a very active group and contacts the dispatch of the RCMP when they are patrolling.

Mayor Ogden noted that the additional information report that is provided by the RCMP is very important and very helpful, and he appreciates receiving it.

d) Humane Society Report

The report for the month of February 2019 was included in the agenda package. Councillor Smith was very will pleased with the Humane Society and added that when going door to door he did not hear any complaints at all.

e) Transit Report

The report for the month of February 2019 was included in the agenda package. Councillor Smith noted that there was a meeting with TRIUS and we are at a crossroads regarding new electric busses. He was also happy to report that the numbers from month to month are increasing. TRIUS is now targeting young people and newcomers, and they are using the busses.

f) Fire Company

Councillor Smith briefly reviewed the report. He noted that committee member Norman MacDonald, who is an accountant, is doing the budget on his own time trying to save the fire company some money. One footnote is that the fire chief has taken a leave of absence for a few months and the deputy chief is acting in his absence.

11. RECREATION, CULTURE AND EVENTS

a) Report

Included in the agenda package. Councillor Gallant noted that following is an update on the Recreation, Culture and Events Committee since the last meeting:

Committee Meeting - the committee met on February 28 and the topics of discussion included the future park development within the Town, outdoor rinks, active transportation, Fees Bylaw Amendment for seniors, the potential community campus, affiliated and non-affiliated rates, and an update on the successful Islanders skate at Pondside and Bunbury rinks.

Arts & Culture Sub-Committee – the sub-committee did not hold a meeting in March.

Youth Songwriters Workshop with Michael Pendergast is scheduled for April 4, 11, and 18 in the Youth Centre; and a Felting Workshop is scheduled for March 30 with instructor Tricia MacNeil Baldwin at the Gertrude Cotton Building.

Events Committee – the Events Committee met on February 26 and the committee members were provided a logistical and financial review of the recently completed Winter FamFest. The FamFest saw great number again in 2019, with the Lions Club pancake breakfast serving 583 guests. The inflatables in the gym had similar numbers to last year's attendance and the Stratford School playground fundraising bingo was sold out. At the meeting, a motion was put forward to change the name of Winter FamFest to the Stratford Winter Fest and a motion will move forward to the Recreation, Culture, and Events Committee.

The committee was briefed on planning for Canada Day and there were several great suggestions to improve the event. A suggestion was also put forward for a new Fall Lights Festival. The Town will begin working on a plan and the feasibility for such an event. There was a lengthy discussion regarding an increase in event funding to continue to effective offer quality events in the Town.

Youth Centre – February provided to be another busy and productive month with the Stratford Youth Centre. The Stratford Youth Centre recently competed in the Charlottetown Bowl for Kids Sake event and raised $1390 for Big Brothers and Big Sisters.

The March schedule for the Youth Centre has a Leadership Program (grades 7 – 12) starting an Online Auction beginning on March 22 and it will run until March 29, 2019. Promotion for the event started on March 12.

The Youth Centre will be hosting their Annual Easter Egg Hunt on April 13 in conjunction with a 'Family Fun Day.'

Stratford Youth Council – The Youth Council will be finishing up their mini library project over the March break. They are building two mini libraries to place at the Town Centre and the Cotton Centre.

It was noted that a Videography Club for grades 5 and 6 choreographed and produced a video promoting the Youth Centre and it was very well done.

Stratford Programming – the six week 'I love to skate' program wrapped up on March 9. It was the second offering of the program this fall/winter season, and we are proud to say that 90 Stratford youth began the process of learning to skate. The Skill and Drills instructional hockey program will wrap up on March 16. Mayor Ogden noted that it is a very successful program.

The spring after school arts and crafts program is being offered at the Gertrude Cotton building and registration is currently open with programs starting on April 4.

12. <u>FINANCE AND TECHNOLOGY</u>

a) Report

Included in the package for Council to review. Councillor MacDonald noted that:

- We are in the midst of finalizing the Town, and the Utility operating and capital budgets. There have been a lot of meetings with council and managers over the past month to work on the 2019/20 budget.
- A tender closed for a utility loan renewal - the original loan was for $520,000 in 2003. The renewal is for the final five years and the value of the remaining loan is approximately $172,000. Resolution will follow.
- The tender for construction financing closed for the Emergency Services facility. The tender included only construction financing at this point in time.
- The new submissions for the next five (5) years of gas tax funding have been reviewed by council and management and applications will be submitted to infrastructure in the coming months.
- Applications for Investing in Canada funding have been announced with the first intake of applications being due on April 26, 2019. This round will be for projects that are to be started by the end of 2020.
- The finance department has been quite busy with budgeting, year-end forecasting, government claims, and normal day to day activities.

b) <u>Resolution FT002-2019 Fees Bylaw – Bylaw #39 – Revised Schedule A</u>

Moved by Councillor Gail MacDonald
Seconded by Councillor Steve Gallant

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

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

WHEREAS it is desirable to amend the fee schedule to provide a discount for seniors aged 60 and over for adult program fees.

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

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

Councillor Smith stated that during this process we all received emails from individuals in the Town that in his opinion were uncalled for and in some instances a little bit of a veiled threat. It was not appreciated and it was certainly not for the Town staff to be treated this way. He wanted this noted on the record and hoped that going forward there will be a little more professionalism by groups addressing the Town Council.

Question: **CARRIED**

c) <u>Resolution FT003-2019 Utility Loan Renewal</u>

Moved by Councillor Gail MacDonald
Seconded by Councillor Darren MacDougall

WHEREAS a loan for Utility capital projects from 2003 has expired in the amount of approximately $172,000, with an amortization of 5 years remaining on the loan; and

WHEREAS the amount of the loan requested is $172,000 with option one being a 5 year term and amortization remaining option two being a 3 year term and amortization remaining; and

WHEREAS the amount of the loan requested of $172,000 is within the 10% capital debt threshold of the Town of Stratford. The current borrowing limits for the Town of

Stratford based on our total assessed tax base ($764,949,889 x 10% = $76,494,989) of which we are using $9,071,233 as of December 31, 2017; and

WHEREAS we requested proposals from the following financial institutions:

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

AND WHEREAS the request for proposals closed at 1:30 pm on March 13, 2019; and

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

Term	**CIBC** Rate	**Royal** Rate	**TD** Rate	**Provincial Credit** Rate
5	3.60%	2.86%	3.01%	3.75%

AND WHEREAS the following 3 year rates and 3 year term were received:

Term	**CIBC** Rate	**Royal** Rate	**TD** Rate	**Provincial Credit** Rate
3	3.39%	2.73%	2.92%	3.55%

BE IT RESOLVED that the tender for the loan with an amortization of 3 years remaining will be awarded to RBC for a 3 year term at a rate of 2.73%.

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

Councillor Burridge asked about the third whereas paragraph which states *as of December 31, 2017* and she asked if that was correct, and Kim O'Connell replied that it is correct because it based on the last set of audited statements.

Deputy Mayor Gary Clow asked if there is a reason the Town went with three years instead of five and Kim replied that by paying the loan off in three years interest will be saved and there will not be two additional years of payments.

Question: **CARRIED**

d) **Resolution FT004-2019 – Emergency Services Facility (ESF) Financing**

Moved by Councillor Gail MacDonald
Seconded by Deputy Mayor Gary Clow

WHEREAS the Town of Stratford is currently constructing an Emergency Services Facility which will be the future location of RCMP, Cross Roads Rural Fire Company and Island EMS Ambulance services. The expected date of completion is by September 30, 2019; and

WHEREAS the Town of Stratford asked for proposals for Interim construction financing of $8,405,000. It is the Town of Stratford's intention to replace the construction financing net of funding from other funding partners with term financing on or before September 30, 2019; and

WHEREAS we requested proposals from the following financial institutions:

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

AND WHEREAS the request for proposals closed at 1:30 pm on March 13, 2019; and

WHEREAS the construction financing, planned to be approximately $8,405,000 is within the 10% capital debt threshold of the Town of Stratford. The current borrowing limits for the Town of Stratford based on our total assessed tax base ($764,949,889 x 10% = $76,494,989) of which we are using $9,071,233 as of December 31, 2017; and

WHEREAS the following rates were received for construction financing:

Royal Bank:	Prime (3.95%) - .25 = 3.70%
TD Bank:	Prime (3.95%)- .50 = 3.45%
CIBC:	2.80% subject to market fluctuations prior to closing

BE IT RESOLVED that the construction financing be awarded to CIBC bank at a rate 2.80% subject to market fluctuations prior to closing.

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

Mayor Ogden asked when the closing date would be and Kim replied that once we have all the paper work together and signed, it should be within a week.

Councillor Burridge felt that the loan rates seemed high, and Kim stated that upfront the Town has to pay the full amount of the invoice, but the Town will receive the 10% hst from the province, as well as the 5% gst when the gst return is done. It was also noted that the Town will receive an amount from the Cross Roads Community Fire Company.

Councillor Smith noted that although a number of financial institutions received the tender, only three bids were received and he wondered why. Kim noted that the amount is quite high and some financial institutions are not in the business of providing loans of that amount, and it is common that not all financial institutions will respond to tenders.

Question: **CARRIED**

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

a) The report was included in the package. Councillor Burridge gave a brief overview of the report. She noted that there is a resolution coming forward on the affordable housing request. At the last Council meeting a rezoning was done, and tonight's request is in regards to a height exemption.

Councillor Burridge noted that Red Meadows is doing a sustainability subdivision and because of this it will take longer. Councillor Smith asked how long before this subdivision is ready, as some interest has been shown from the public. Councillor Burridge noted that because it is going to be a sustainability subdivision it takes more time. They did have one open house to get input from the residents on what they would like to see and what they would like to see saved. The planning director noted that he spoke with the developer within the last month and they have hired Ekistics Planning and Design from Nova Scotia, as well as a local architectural firm, so the intention is to move forward with the design process. However, the timeline is not known.

Another subdivision request has been brought to the planning department, and it is a 7 lot subdivision at 262 Stratford Road and would include some multi units.

b) Permit Summary

Included in the agenda Package.

c) <u>Resolution PH002-2019 – Bylaw #45-A Official Plan and Zoning Amendment to Bylaw #45 – Dale Drive 2nd Reading</u>

Moved by Councillor Jill Burridge
Seconded by Deputy Mayor Clow

WHEREAS an application has been received from Pan American Properties to construct a 56 unit, 4-storey Apartment Building on parcel numbers 518910, 398610, 538132 and 482307 (approx. 1.3 acres) which is located at 140 Dale Drive.; and

WHEREAS the 56 unit, 4-storey Apartment Building will be fully serviced with municipal sewer and water, contain surface parking for 57 vehicles, will have a sprinkler system for fire protection, an enclosure for IWMC waste bins, will be serviced with an elevator and have an overall roof height of 55 feet; and

WHEREAS The apartment building is proposed to be located with the recently rezoned Mason Road Mixed-Use Zone (MRMU) which has a maximum roof height of 12m (40 ft.); and

WHEREAS a height exemption is required for the project to proceed and comments have now been received from the local Fire Company regarding the height; and

WHEREAS in accordance with Section 8.37 Special Provisions for Core Area Parking:

> 8.37.3. Council may adjust the parking requirements under this Bylaw to reflect the availability of on-street parking in the immediate vicinity of a Development or to acknowledge other mitigating factors such as the availability of public transit, proximity to significant residential densities (with pedestrian access), efficiencies of scale and use or peak demand synergies.

WHEREAS this development is proposing a parking ratio of 1 space per unit based on the bylaw provision above which is within parking ratio numbers for other developments similar in urban areas within walking distance to amenities and public transit.

BE IT RESOLVED that approval be granted to an application from Pan American Properties to construct a 56 unit, 4-storey Apartment Building, including a height exemption to 55 feet and parking ratio of 1 space per unit, on parcel numbers 518910, 398610, 538132 and 482307 (approx. 1.3 acres) which is located at 140 Dale Drive subject to the following conditions:

1. Parcel numbers 518910, 398610, 538132 and 482307 shall be consolidated together prior to any building permits being issued.

2. The design and construction are in accordance with the Town of Stratford plans submitted from Pan American Properties;

3. The Building contains a sprinkler system with adequate fire rated central water pressure or an internal standpipe system with adequate water capacity and pressure;

4. In accordance with comments obtained from the Crossroads Rural Community Fire Company;

   a) Unobstructed access to the site must be maintained during the construction of the building and after completion of the road indicated on the building plans.

   b) The building design must be reviewed by a third party for fire protection and risk assessment to ensure that the building design is in line with NFPA 1141.

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

Councillor Smith referred to the second whereas which includes *will have a sprinkler system for fire protection*, he would like to add the word operational before sprinkler system. Mayor Ogden asked if this is something the Town's building inspector would address and the planning director Kevin Reynolds replied that it is. Kevin agreed that it would be a good decision to add the word operation and the Town's building inspector would have to sign off on it.

Councillor Smith introduced an amendment to the second whereas clause so it will now read *…operational sprinkler system for fire protection…..*Both the mover and the seconder were in agreement with the amendment.

Councillor MacDonald asked about the parking and residents who may have two vehicles. Councillor Burridge replied that parking was discussed at the planning meeting, and in our core area developments we are trying to minimize parking as much as possible, especially when there is transit nearby. Kevin added that based on the size of the building such as 6 units or less we need to have two parking spaces per dwelling unit. The new bylaw requirement states that multi attached buildings units having between 6 and 19 units only require 1.5 parking spaces per dwelling unit. Multi attached dwellings with more than 19 units only require one space per unit. Kevin stated that the Town prefers to not build more parking spaces than are necessary, because we want to encourage people to use the active transportation services, as well as the transit system.

Mayor Ogden stated that he would like to discuss the possibility of a surcharge for height exemptions and also have the request go to the fire company. The fire company is trying to raise money to purchase a ladder truck, so every building that is more than 40 feet should be contributing. Mayor Ogden noted that this is something that can be discussed further for upcoming developments.

Deputy Mayor Clow asked about the stormwater management plan and Councillor Burridge noted that the developer is building a stormwater retention pond (the plan was shown on the overhead screen). Kevin added that in the developer's original proposal for the stormwater management plan the pond was smaller. When the plan was reviewed by the Department of Transportation, Infrastructure and Energy (TIE) they realized that it did not adapt for climate change, so they had to go back and make the pond larger.

Councillor MacDonald noted that in regards to the letter from the Cross Roads Fire Department that the building design is required to be reviewed by a third party – at what stage is this done, and Kevin replied that it has to be done and submitted before the building permit can be issued. The developer has preliminary approval from Council subject to meeting all the conditions as outlined.

Question on the Amended Resolution **CARRIED**

14. 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 – the facility continues to function well. There were some minor fluctuations due to the colder than normal temperatures.

Wastewater Collection System to the Charlottetown Pollution Control Plant – all five tender packages closed – pipework on Stratford side (package A); pipework on Charlottetown side (package B); the directional drilled pipework (package C); sewage pumping station (package D); and pipework on the bridge (package E). There were no bids submitted for package E. The total of the four tenders received was

$13,031,332.00 plus HST, with an estimate $1,648,150 plus HST remaining for the bridge component of the pipework and the decommissioning of the lagoons. The funding amount is $10,925.00. If/when completed, the project is forecasted to be between four to five million over budget. The Town is currently in discussions with provincial officials to consider alternatives in order to complete the work within our budget, and to minimize the impact to the Town of Stratford rate payers.

Cross Roads Community Centre Energy Upgrades – Damac Construction began the drop ceiling work and is waiting for delivery of the ceiling tile to complete the work. All of the lighting is complete and the project is anticipated to be completed by the end of the month.

Emergency Services Facility – the project is going well with the majority of the structural steel in place. They will now begin to place the steel decking for the roof and floors. They will also begin to install the steel studs for the walls so the building can be closed in.

Extension of Michael Thomas Way – the project was awarded to Duffy Construction Ltd. in the amount of $670,296.85 HST included and work is to begin May 1. Pan American Properties will contribute $98,722 for the changes to the existing infrastructure requested, to accommodate the apartment building on the waterfront.

Inflow and Infiltration Reduction Strategy – to date, 80 of the 516 manhole trays have been put in place, decreasing the flow into the sewer system. A wireless doppler radar sensing flow meter has been purchased, and will be used to obtain additional flow data to assist with identifying areas of high inflow and infiltration. A request for quotations is being prepared for the supply of a digital push camera for sewer systems. The camera will enable inspection of laterals to identify cross connections such as foundation drains and roof drains.

Community Campus Land Acquisition and Assembly – a planning committee has been assembled and the first monthly meeting was held on February 26, 2019. The committee will act as a steering committee for the school and campus projects, to assist with determining what features and components should be included in the campus and in the school. Turner Drake and Partners submitted a schedule of the assessment process of the four possible areas for the campus, and have committed to being prepared to purchase the selected lands by mid-September.

Gym Reception Desk – renovations are ongoing with just the flooring and desk to be completed. Naddy Construction is awaiting the fabrication of the desk in order to finish the project.

Battery Point Room – pricing is being acquired from Eastern Electric to install power and USB ports in the boardroom table, as well as an HDMI port for future connection to a monitor for presentations.

Water Model and Storage Requirements – CBCL has been engaged to update the water model and to determine whether or not the reservoir storage needs to be twinned for capacity in the system. A student from Holland College, Amin Abomonasar, has approached the Town to see if he could develop a water model under a grant program from NSERC. He is an engineer with a Masters and a Ph.D., and specializes in water systems. Amin is a newcomer from Yemen and has been living in Stratford for six months. He hopes to receive additional grant money that would allow him to create a calibrated working model of the Town's water system which would offer much more knowledge of the day-to-day operation.

Infrastructure maintenance staff has been busy with snow removal, salting operations and filter changes for all the heat pumps at the Town Centre. Staff continues to be busy keeping the rinks up and running as well.

Utility staff is continuing with maintenance of sewer lift station and inspection of the sewer collection system. They have also been busy planning and preparing for the upcoming water school this spring.

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

Deputy Mayor Clow noted that the water school that is put on by our utility technician Billy Ramsay is very professionally done and if Council has the time they should take in a class. He added that the knowledge the kids take away from the water school class is incredible. Jeremy noted that the water school will take place at Holland College this year. Robert added that the City of Charlottetown has asked that we include some of their students in this year's water school, and they offered to pay some of the 'out of pocket' costs. He also noted that by holding the water school at Holland College it may be a way to expand the program.

Councillor Gallant complimented both Deputy Mayor Clow and the infrastructure director on the grooming of the trails and looking after the outdoor rinks – the workers are doing a great job.

b) Resolution INC002-2019 Gas Tax Municipal Strategic Component (MSC)

Moved by Deputy Mayor Clow
Seconded by Councillor Derek Smith

WHEREAS the SCADA Software and System Controls Upgrades, at an estimated budget of $100,000 plus HST, has been selected for submission for funding under the Gas Tax Municipal Strategic Component (MSC).

AND WHEREAS the Town of Stratford is applying to the MSC program in the amount of $55,000 for the May Project Review Committee meeting, to have the project completed within the 2019 fiscal year.

BE IT RESOLVED that the application for funding for $55,000 under the Gas Tax Municipal Strategic Component (MSC) be approved and this will be priority one (1) under this funding program. In addition, Council understands and commits that it will be responsible for its' designated share of the eligible costs of the project, and will assume responsibility for any and all operating and maintenance costs resulting from the project.

Discussion: The infrastructure director noted that the SCADA system is the system that runs all of the Town's sewer and water systems. It is a supervisory system that notifies staff if there are any problems with any of the pumping stations, the water system, and the wastewater treatment plant. It has been several years since there was an upgrade to the SCADA and it is exciting that the Town is able to get funding for the upgrade.

Mayor Ogden asked if this was discussed at the Infrastructure meeting and Jeremy replied that it was discussed at several of the budget meetings.

Question: **CARRIED**

15. **COMMITTEE OF THE WHOLE**

a) Community Campus Committee

Councillor Burridge gave an update on the first Community Campus Committee meeting. She noted that it is a strong committee and the meeting went very well. The committee took the time to provide background information, especially for the resident members of the committee who may not have been following the process. The committee was also updated on the site selection process that is currently taking place. Councillor Burridge noted that the Public Schools Branch wants to see the site as close to the core as possible.

Councillor Burridge noted that the committee reviewed preliminary raw data results of approximately 400 surveys received to date, to see where the community campus fell in regards to priority, and the residents have ranked it number two (2) for capital project priorities to be undertaken by the Town, and when asked what the residents would like to see included within the campus, the top five responses received were: trails, public library, multi-purpose space, ice arena(s) and outdoor skating oval.

Councillor Burridge stated that the committee will be engaging staff to kick start some public engagement. Timelines were discussed and the committee would like to have the public engagement done and data collected by May, because we would like to have a design and layout of the campus by September. Councillor Burridge noted that the recreation director Jeremy Pierce has looked at a lot of community campus models around the Maritimes and into the US, and what they have done for their communities. She noted that public engagement will be the 'big push' over the next few months.

Councillor Smith asked if this was the biggest project that the Town has ever undertaken and the CAO replied that yes the whole campus would be the biggest project by far.

Councillor Ogden noted that he had asked Councillor Burridge to set up and lead the committee and she has covered all the bases with a wide range of committee members and he is pleased with the progress it has made to date, and he looks forward to seeing the design and layout.

Councillor Burridge stated that it would be a phased in approach and it is all conceptual at this point – nothing is locked in.

Deputy Mayor Clow noted that we will have some speakers in to do presentations to the committee in all areas of expertise and it will be interesting to hear what they have to say.

Councillor Smith noted that in regards to the word 'rink,' he would like to see it changed to event centre so we could have multi-purpose events held in the building. He also noted that the rink could be used as an emergency evacuation centre if needed. Councillor Burridge noted that Jeremy Pierce would be the person who could add a lot of content in regards to a development like this - since he has researched community campuses in many communities. Jeremy noted that this would be an opportunity to be all encompassing for the Town. It can be as limited as we want or as far fetching as we plan for it. He noted that it is definitely a unique opportunity for the Town and one that needs to be planned out diligently, and because of the varied background of the committee members, he felt that they would look at everything.

Mayor Ogden noted that it was Councillor Burridge who came up with the concept of the community campus and she deserves a lot of credit for her idea. He also noted that the challenge for the committee and for Council is to balance the dreamers with the pragmatists – dream big, but be realistic in what we can do and can afford.

b) <u>Resolution CW005-2019 - Federation of Prince Edward Island Municipalities (FPEIM) Board Member Appointment</u>

Moved by Councillor Darren MacDougall
Seconded by Councillor Derek Smith

WHEREAS the Federation of Prince Edward Island Municipalities (FPEIM) constitution allows for a member of the Stratford Town Council to serve as a member on the FPEIM Board; and

WHEREAS Councillor Gail MacDonald has agreed to serve another term as the Town's representative on the FPEIM Board.

BE IT RESOLVED that Councillor Gail MacDonald be appointed to serve as a member of the FPEIM Board of Directors, as the Town's representative, for the four year term commencing on April 30, 2019.

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

16. <u>SUSTAINABLITY</u>

Report was included in the agenda package. Councillor Darren MacDougall noted that the International Day for the Elimination of Racial Discrimination is being held on the 21st and invited everyone to attend the event. It will be a family friendly event and all activities are free of charge.

Tanya Craig, representing the Arts and Culture Committee did a presentation regarding the funding for public art and the presentation was well received.

The Town signed on to a project with QUEST, a national non-profit, working on climate change/adaption, to look at vulnerabilities to climate change and this was outlined to the committee members. They were also offered a chance to attend a workshop if they were interested.

Councillor MacDougall noted that there was some discussion on the strategy for the 2019 Naturally Stratford Campaign and the community engagement coordinator Wendy

Watts provided some background information for the new members of the committee. There are three main campaigns that are the primary focus - Naturally Stratford, Think Stratford! which is an economic development focus, and RESPECT which is the traffic safety focus. Within the three campaigns, the Town works with an outside agency that helped put the strategy together and they will be assisting on the communications piece.

There was a brief discussion on supporting local business and economic development. One of the committee members had suggested separating sustainability and economic into their own separate entities. However, another committee member felt it was important that the committee keeps them together so the sustainability part remains. Councillor MacDougall suggested that there could be further discussion on the issue at the Committee of the Whole. The CAO noted that the mandate was developed in part to also reflect staffing availability – if we separate it into two committees it would be adding more work for the staff. He added that we originally had an Economic Development Committee, but we weren't reflecting all of our big picture agenda items results matter – our sustainability vision, so we decided to create the Sustainability Committee to ensure that the environmental aspect was covered. At that time, the Accountability and Engagement Committee was created, and we freed up some time by merging the public work and the utility (which was one department but two committees) into one committee – the Infrastructure Committee.

Mayor Ogden suggested that sustainability could possibly become part of the Accountability and Engagement Committee, and as the chair of the committee, he would like to have some further discussion at the Committee of the Whole.

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

a) Report was included in the agenda package. Mayor Ogden noted that the Town submitted an application to the Federal New Horizons Program for seniors' and it was approved for funding. The committee discussed engaging a coordinator and establishing a Steering Committee to set up new programs for seniors in the Town. The project is designed to provide opportunities for seniors to engage in community life by mentoring young families and newcomers, and connecting to other seniors to provide assistance or exchange goods and services. Mayor Ogden noted that it would be a good way to combat social isolation and it is something that is needed in the community.

The committee also discussed the key performance indicators (kpi's) and the need to relate the kpi's to the resident priorities to ensure the priorities are being addressed.

Mayor Ogden asked Wendy if there was anything new to report on the website and Wendy replied that they are getting back on track and we are hoping to have it ready the last week of March or the first week in April. Wendy noted that she will send it to the Accountability and Engagement Committee to review before it goes live.

Mayor Ogden noted that the committee had a good discussion on making Stratford an Employer of Choice. Some of the official programs were suggested, but they can be quite expensive. However, the Town could get an objective third party survey done to see what areas we need to address to qualify as an Employer of Choice.

18. HUMAN RESOURCES

No Report

19. OTHER COMMITTEES

a) Stratford Seniors Complex

Councillor MacDonald noted that the report from the last meeting was included in the agenda package. She noted that things are running well at the complex, and the audit is currently underway by BDO.

20. PROCLAMATIONS

March – Kidney Month

Whereas: each day an average of 14 Canadians learn that their kidneys have failed and their survival depends on dialysis treatments or a kidney transplant. There are currently more than 130 people on Prince Edward Island receiving dialysis treatments three or more days a week and 9 patients are waiting for a kidney transplant in addition to approximately 10 who are pending and another 35 who are undergoing testing to determine if they are medically eligible to be placed on the transplant list.

Whereas: the Kidney Foundation of Canada is the only national health charity serving the particular needs of people living with kidney disease through finding research, providing educational and emotional support programs, promoting access to high quality health care, and, actively promoting awareness of, and commitment to, kidney health and organ donation.

Whereas: March 14, 2019 is **World Kidney Day** and aims to raise awareness of the importance of our kidneys to our overall health and to reduce the frequency and impact of kidney disease warning signs to look for, as well as the awareness of organ donation registry.

Therefore,
Be it Resolved that I Steve Ogden, Mayor of Stratford, do hereby proclaim that the month of March be observed as **"Kidney Month"** in the Town of Stratford. I urge all citizens to become aware of your own kidney health and learn about the role your kidneys play in your body and the kidney disease warning signs to look for, as well as the awareness of the organ donation registry.

In Witness
Whereof: I have set my hand and caused the seal of the Town of Stratford to be affixed hereto.

20. <u>OTHER BUSINESS</u>
Nil

21. <u>ADJOURNMENT</u>
There being no further business, the meeting adjourned at 9:38 p.m.

____________________________________ ____________________________________

Mayor Steve Ogden **Robert Hughes, CAO**