

REGULAR MONTHLY COUNCIL MEETING

March 11, 2020

Approved Minutes

DATE: March 11, 2020
TIME: 4:34 p.m. – 6:35 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

ATTENDANCE: Deputy Mayor Gary Clow; Councillors Derek Smith; 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: Councillor Darren MacDougall

CHAIR: Mayor Steve Ogden

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

1. CALL TO ORDER

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

2. DECLARATIONS OF CONFLICT OF INTEREST

No declarations were made.

3. PRESENTATIONS

4. SPECIAL OLYMPIC MEDAL WINNERS

At this time Mayor Ogden read the congratulations to our special Olympic medal winners Lisa Bernard and Jordan Koughan.

Lisa Bernard

Lisa Bernard recently competed as a member of the PEI Warriors floor hockey team at the Special Olympics Canada Winter Games Thunder Bay 2020. The Stratford resident was a key contributor to her team's gold medal winning performance.

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The PEI Warriors began the week with a 3-1 victory over Team Alberta, and then faced tough competition from the Ottawa Spartans. Despite a great effort, Lisa and her teammates lost 5-1 to the Ottawa based team.

The PEI Warriors rebounded the next morning with a 2-2 tie against the British Columbia Cougars before moving on to the semi-finals against the Alberta Warriors. In a back and forth game, the PEI Warriors outlasted their Albertan counterparts with an exciting 4-3 victory.

The semi-final victory set up a second chance at the Ottawa Spartans in the Special Olympics Canada Winter Games championship game. In a game that was later called “more exciting than a Stanley Cup final game” by PEI Coach Rickey Burns, the PEI Warriors scored in overtime to become national champions.

Congratulations Lisa Bernard on your outstanding individual and team achievements in Thunder Bay!

Jordan Koughan

Jordan Koughan, son of the Town of Stratford’s Infrastructure Coordinator Charlie Koughan, is a member of Team PEI 2020 Speed Skating Team. The Special Olympics Canada Winter Games Thunder Bay 2020 were Jordan's first National Games, and due to a technical/safety issue with his speed skates, he required different equipment to compete after his opening practice session.

Following months of training, hard work and dedication to his sport, both Jordan and his coach, Kristen MacDonald overcame the potential barrier of finding the proper equipment. Although unsure of what to do next, Kristen knew that having Jordan sit out from competition was not an option. For his part, Jordan put on a brave face, and said he could do this! With this as their determination, the quest was on to find a way for Jordan to still compete!

A local Thunder Bay 12-year old speed skater, Russell Cooper-Landry of the Thunder Blades Speed Skating Club and his mother, Laura Cooper, President of the Thunder Blades and Venue Manager at the Games, came to Jordan's rescue. When Laura heard the news she quickly reached out to local speed skaters, and personally drove around after the Opening Ceremonies, collecting as many pairs of skates as she could for Jordan and two other athletes in the same situation. In the end it was a pair of Russell's own skates that fit Jordan. Following a quick test skate on a maintained outdoor rink and equipment modifications in the morning, Jordan was all set for the afternoon's Divisioning Round.

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Jordan competed in the Divisioning Rounds for the 111m, 333m, and 500m. With his new skates, he attained personal best times in ALL THREE distances and most notably was 9 seconds faster in his 500m than ever before! By the end of the week, Jordan had earned a gold medal and three silver medals from his outstanding efforts on the rink.

Congratulations Jordan Koughan on turning adversity into opportunity and becoming one of Canada's best speed skaters! (A presentation was made to Jordan who was in attendance)

5. APPROVAL OF THE AGENDA

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

5. APPROVAL OF THE MINUTES

It was moved by Councillor Steve Gallant and seconded by Councillor Derek Smith that the minutes of February 12, 2020 be approved with one correction.

6. BUSINESS ARISING

Nil

7. MAYOR'S REPORT

Report was included in the agenda package. Mayor Ogden noted that the focus of last month's meeting was the budget. Other items throughout the month area as follows:

- Budget meetings
- Island Nature Trust
- Winter Fest Events – attended pancake breakfast, sleigh ride, Youth Centre Open House
- Family skates at Bunbury and Pondsides rinks – Fall Fest was a resounding success, well run and well managed
- Family Fun Fair
- Infrastructure Committee meeting
- Accountability and Engagement Committee meeting
- Public meeting for presentation of draft 2020-21 budget
- Attended provincial event announcing funding for a Stratford – Charlottetown – Cornwall Housing Study
- CBC Spin Time and interview about the draft 2020-21 budget
- Met with MLA Michele Beaton to update her on the status of the Stratford High School and to discuss other issues
- Met with Charlottetown Mayor Philip Brown
- Attended the Committee of the Whole meeting

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- Along with Councillor Burridge and CAO Robert Hughes, met with two residents regarding a planning and heritage issue
- Vacation – Mayor Ogden thanked Deputy Mayor Gary Clow for stepping in as Acting Mayor while he was on vacation

Deputy Mayor Clow noted that he attended the affordable housing announcement and the Minister from Ottawa and some other dignitaries were also in attendance. They made an announcement for both Montague and Stratford. He also attended the Commonwealth event at the Kirk of St. James Church which was well attended.

Deputy Mayor Clow noted that the Town participated in the Bowl for Kid's Sake And it was very well attended and a great cause.

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

The report was included in the agenda package. It was noted that we had a delegation from Three Rivers who came to tour our Town Hall and Cornwall's Town Hall. They are looking at building a facility and they just wanted to get some feedback on how it went for us.

Councillor Burridge asked what is happening at CADC and Robert replied that they asked that very question at the meeting. The problem is they don't have enough board members and they are struggling to get female board members. They want to make sure there is some gender parity. The interim board is still operating, but hopefully the new board will be appointed soon.

9. **SAFETY SERVICES**

- a) The report was included in the package. Councillor Smith took a moment to note that the World Health Organization declared the Covid-19 virus a pandemic which basically means it can't be stopped and will be spreading. Because of the pandemic we are going to have to look at whether or not our meetings within the Town can be held or not.

The second item is a bit of good news. The section between Horton Park and No Frills is a bit of a dangerous situation and we have a crosswalk with flags in place, but the Bunbury Road is a very high speed highway. This issue was brought to the attention of Minister Myers and after hearing what was going on and seeing the situation, he had a set of flashing pedestrian lights installed within a number of days. Councillor Smith stated that we wanted lights there for a number of years, and Minister Myers had it looked after for us within a number of days. It was noted that Councillor Gallant has been lobbying for lights for a number of years and Councillor Smith thanked him as well. A formal thank you letter will be sent to Minister Myers.

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Mayor Ogden thanked Minister Myers and everyone involved in getting the flashing lights installed.

Robert noted that we do have a pandemic plan and we updating it. However, we are following Heather Morrison, the Chief Public Health Officer for PEI and we will continue to follow her directions. Mayor Ogden noted that when he spoke with Charlottetown Mayor Philip Brown this was an issue they discussed – how do we jointly prepare for this and what came out of that discussion was resiliency. Be as self-sufficient as possible and have supplies for at least 72 hours, so if someone gets sick they can self-quarantine.

Councillor Smith noted that the Safety Services meeting was very brief and the reason was that there was a tour set up for the committee and the members of Citizens on Patrol to view the new Stratford Emergency Services building and everyone gave positive feedback.

b) Street Light Report

No Report

c) RCMP Report

The report for February 2020 was included in the agenda package. Councillor Gallant stated that the clerk will be starting at the new RCMP location on April 1 and he asked if he/she has security clearance to do the criminal record checks. Councillor Smith replied that anyone who works in an RCMP detachment has to have security clearance. He noted that currently we have an officer who is on light duties and she is staffing the front desk.

Pink Shirt Day

Constable Bowering was in one of our schools recently and gave four sessions on bullying to the students. This officer, as a parent, is going to be using the new emergency services building to have a grade 9 party for the Birchwood School students. She is doing it as a parent, but she is also an RCMP officer.

There was an incident in the past month of the threat of a gun reported to the press and our officers did a number of things to be ready in the event that something did happen.

Councillor Smith reviewed the report at this time. He noted that now that the officers have an office in the Town there is a lot more visibility. Deputy Mayor Clow agreed that visibility is up and that is a good thing for the Town.

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Councillor Smith noted that all the RCMP supervisors across PEI had a two day conference recently, and the new Stratford Emergency Services building was their choice for a location. During those two days there were a lot of police cars parked at the new building.

Councillor Gallant stated that there were some smash and grabs in both Charlottetown and Stratford. The officer in attendance noted that the smash and grab is his file and it is still ongoing. In regards to visibility, he noted that with the new building visibility will be up because the officers don't have to go to the Maypoint office.

Councillor Smith noted that Citizens on Patrol are also keeping an eye out for us in the subdivisions and will contact the RCMP if they see anything strange.

Traffic enforcement has been a priority for Council and Mayor Ogden complemented the RCMP on exceeding the number of summary offence tickets written last month.

d) Humane Society Report

No Report

The Humane Society has a new CAO and she will be working on a part time basis. Since she has just started the position she didn't have time to prepare a report.

e) Transit Report

The report for the month of February 2020 was included in the agenda package.

Councillor Smith stated that a member of the Safety Services Committee, Mike Ross has just moved back to PEI. He had worked on large transit fleets in many large centres within North America and has taken it upon himself to review our transit report at no cost. He made a very short presentation at the last meeting and noted that he is in favour of the loop system (as opposed to the straight system) within Stratford, but his work is ongoing and we look forward to his updates.

Councillor Smith noted that he and Jeremy Crosby took a ride to Summerside and back on the electric bus recently and he has a lot of question that were not yet answered, so he is still 'on the fence' regarding electric busses.

It was noted that our number of riders are up slightly (177) for February.

Deputy Mayor Clow asked for an update on transit and ward 3 and Council Smith asked if there was a line item in the budget for transit and Robert replied that for pilot projects the amount is \$15,000 and that will only allow us to do an 'on demand' project.

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Councillor Smith stated that there are unserviced areas within the Town and Robert added that Battery Point would be considered unserviced because it is not within 400 metres of the bus stop. Councillor Gallant noted that at the end of the day we do want to be able to service all the residents of Stratford and everyone agreed.

f) Cross Roads Fire Department

The report was reviewed and it was noted that the statistic for snowmobiles is incorrect; it states 9 incidents, but the actual number is 0.

11. RECREATION, CULTURE AND EVENTS

a) Report

The report was included in the Agenda Package.

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

Recreation, Culture & Events Committee – The Recreation, Culture & Events Committee met on Thursday, February 27, 2020. Items discussed included the proposed 2020 Recreation, Culture & Events operating and capital budgets, new programming and updates on the recent Stratford WinterFest and the Canada Games Expression of Interest application. The Committee was very supportive of the proposed budgets and steadfastly supports future developments that will allow Stratford to grow from a recreational, cultural, and social point of view.

The Stratford Art Expo – 152 pieces of art consisting of water colour, photography, textile, acrylic, oil, sculpture, ink, pencil, paper, and digital art pieces have been submitted and displayed in the Town Centre lobby.

Stratford Youth Centre – The Youth Centre currently has 58 members. Registrations for members was positive in the fall, however, numbers have stagnated at the grade 5 & 6 level. The school bus system will not drop younger students at the facility, thus limiting the opportunity for many Stratford youth to get to the facility immediately following the school day. The Youth Centre is exploring different ways to remedy this situation. For March and April, the Youth Centre will be adding a new “Drop-In Day” on Thursdays (2:45pm – 5:15pm for Grades 5 – 6, 5:30pm – 7:30pm for Grades 7 – 12) in hopes of attracting new members.

Bunbury & Pondside Outdoor Rinks – Both outdoor ice surfaces are now closed for the season. Winter 2020 was a challenging season for maintaining ice with fluctuating weather conditions.

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Winterfest fell on the same date as Jack Frost and we are looking at different weekends and the possibility of spreading it over a few weeks. We will look at doing something different for the events that had low numbers.

Councillor BurrIDGE asked for clarification on the Winterfest regarding spreading it over a few weekends next year or just moving it to a different weekend and Councillor Gallant replied that we are considering doing it over a few weekends next year.

12. FINANCE AND TECHNOLOGY

- a) Report was included in the agenda package. Councillor MacDonald highlighted a few of the items noting that the draft operating budget and draft capital budget was discussed at length.

The pipe to Charlottetown construction financing was awarded to RBC and we have to make a slight correction on that this evening.

There was some discussion regarding new credit card terminals and product providers. Our finance director is reviewing the information that was provided.

The committee reviewed the amendment to the Fees Bylaw schedule which will be coming forward as a resolution.

The Youth Centre forwarded a request to have a reserve fund, and that will also come forward as a resolution.

Councillor MacDonald noted that we were contacted by MRSB regarding HST recovery which we haven't done since 2014, and we recovered \$33,000 at that time. It was noted that they don't charge the Town unless money is found.

The presentation and approval of the budget for 2020/21 has to be done by the end of March. Councillor MacDonald noted that a few dates were identified to hold a special Council meeting and we will confirm the date and advertise it to the public.

A letter will be included in our April bills to let residents know that we will be starting e-billing in July.

b) Financial Statements

Councillor MacDonald briefly reviewed the financial statements that were included in the agenda package.

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c) **Resolution FT003-2020 – Fees Bylaw, Bylaw #39 – Revised Schedule A**

Moved by Councillor Gail MacDonald

Moved by Councillor Derek Smith

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

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

WHEREAS it is desirable to amend the fee schedule to change:

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Bylaw 29 - Zoning and Subdivision Control Bylaw 4.3(1) – Development Permit Fees • Deposit – a non-refundable deposit is required at the time a development permit application is made, unless the fee is paid in full • Residential - New Construction/Additions/Renovation (previously \$ 0.25/ft²) • Accessory Buildings / Structures (previously \$ 0.25/ft²) • Decks (previously \$50) • Pools and Fences (Pool is new, no change to fence)	\$100.00 \$ 0.35/ft² \$ 0.35/ft² \$100.00 \$50.00 each	\$100.00 \$50.00
Bylaw 35 – Cosmetic Pesticide Bylaw 6.2 – application fee (previously \$50)	\$60	
Policy 2018-RC-01 – Parks, Playing Fields and Facilities Use Policy • Stratford Emergency Services Centre (SESC) Boardroom • SESC Event Room1 • SESC Event Room 2 • SESC Event Rooms 1 & 2	\$30.00 per hour, \$180.00 per day \$40.00 per hour, \$240.00 per day \$40.00 per hour, \$240.00 per day \$70.00 per hour, \$420.00 per day	

BE IT RESOLVED that the attached revised Schedule A to the Fees Bylaw, Bylaw #39 dated March 11, 2020, be hereby approved.

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

Mayor Ogden noted that these changes in terms of the development fees and the rental fees are to bring the Town in line with other jurisdictions and our fees are still lower.

Councillor Burrridge stated that in respect to the provincial fees, we have no idea when they will implement their new fees. When we were working on this we thought the province was going to implement their fees at the same time and we set our fees based on the province issuing higher fees – we were going to stay a little bit lower than the province. Councillor Burrridge noted that we don't know where the province stands in terms of their fees. Mayor Ogden noted that his recollection when we discussed the fees was that they were comparable to other jurisdictions and there was information at that meeting to verify it.

Mayor Ogden asked if it was necessary that we do this resolution tonight or is it something we need more information on and Robert replied that it is not necessary but the budget is based on the revised fee schedule. If we were to defer it, we would have to change our budget revenue estimate.

Question: **CARRIED**

d) Resolution FT004-2020 – Reserve Funds Bylaw, Bylaw #29 – Revised Schedule A

Moved by Councillor Gail MacDonald

Seconded by Deputy Mayor Clow

WHEREAS Council established a Reserve Funds Bylaw, Bylaw #29, to set reserves aside for a specific purpose by approval of council; and

WHEREAS Schedule A of the bylaw contains the list of reserve funds that can be amended by simple resolution; and

WHEREAS it is desirable to amend the reserve list to include:

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Stratford Youth Centre	2020	To fundraise for future capital project costs, including new equipment / furniture purchases and costs associated with improving the current facility or a possible new Youth facility within the Town of Stratford. This would be a necessary step at expanding the Youth Centre program and eventually finding a new large location.	
Stratford Youth Council	2020	The Stratford Youth Council would like to set up a reserve fund with the Town of Stratford for their Leadership Tours. The Youth Council regularly (every 1 – 2 years) travels for a group trip, which they fundraise over an extended amount of time (outside of a single budget year).	

BE IT RESOLVED that the attached revised Schedule A to the Reserve Funds Bylaw, Bylaw #29 dated March 11, 2020, be hereby approved.

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

Question: **CARRIED**

e) Resolution FT005 – 2020 – Pipe to Charlottetown Sewer Project Construction Financing Amendment to Declare Stratford Utility Corporation as Borrower

Moved by Councillor Gail MacDonald

Seconded by Deputy Gary Clow

WHEREAS the Town of Stratford is currently constructing a waste water delivery system to Charlottetown. The expected date of completion is by October 31, 2020; and

WHEREAS the Stratford Utility Corporation asked for proposals for Interim construction financing of \$12,500,000. 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 December 31, 2020; and

WHEREAS we requested proposals from the following financial institutions:

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

AND WHEREAS the request for proposals closed at 1:30 pm on February 10, 2020; and

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WHEREAS the construction financing is planned to be approximately \$12,500,000 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 (\$829,534,696 x 10% = \$82,953,469) of which the Town of Stratford is using \$8,839,771 as of March 31, 2019; and

WHEREAS the tender provided two options for bidding. Option 1 was floating rate loan and option 2 was a banker acceptance loan. The following rates were received for Option 1:

Prime Rate			
	TD	BMO	CIBC
Option 1			
Prime Rate = 3.95%	Prime .75%	Prime 50%	Prime
	3.2%	3.45%	3.95%

And Option 2

Banker's Acceptance			
	RBC	BMO	CIBC
	2.32%	3.02%	2.63%
	3 mth BA rate of 1.97%	3 mth BA rate	Monthly BA rate of 1.96%
	Stamping fee of .35%	3.05%	Stamping Fee of .67%
	2.5%	6 mth BA rate	
	6 mth BA rate of 2.0%	3.10%	
	Stamping fee of .35%	1 year BA rate	
	2.40%		
	1 year BA rate of 2.05%		
	Stamping Fee of .35%		

BE IT RESOLVED that the construction financing be awarded to RBC bank at a 1 Year Banker's Acceptance Rate 2.05% + Stamping fee of .35% for an all-in rate of 2.40% subject to market fluctuations prior to closing.

Discussion: It was noted that this resolution bears the recommendation of the Finance and Technology Committee.

For clarification Councillor BurrIDGE noted that this is the same resolution that went to Council last month and nothing has changed except the name of the borrower. It was changed from the Town of Stratford to the Stratford Utility Corporation.

Question: **CARRIED**

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13. PLANNING, DEVELOPMENT AND HERITAGE

a) **Report**

The report was included in the package. Councillor Burrridge gave a brief overview noting that the committee met recently and the following resolutions are what came out of the meeting.

Councillor Burrridge noted that we have a new development - Greenway Realty - and there will be a resolution coming forward and she will speak to it at that time. She also gave updates on two projects. Councillor Burrridge noted that we are waiting for engineering and a stormwater drainage plan for Foxwood. In Clearview Estates, we have the MacDonald development and they are waiting on the reports from the Department of Transportation.

b) **Permit Summary**

The permit summary was included in the package and was reviewed by Councillor Burrridge.

b) **Resolution PH002-2020 Building Bylaw, Bylaw #50 - 2nd Reading**

Moved by Councillor Jill Burrridge

Seconded by Councillor Steve Gallant

WHEREAS pursuant to s. 4. (2) of the Building Codes Act, the Council of a municipality shall be responsible for the administration and enforcement of the Act in the municipality; and

WHEREAS a new Building Bylaw was drafted to incorporate the requirements of the Building Codes Act and Regulations; and

WHEREAS a review of the new Building Bylaw occurred in the fall of 2019 by the Planning and Heritage Committee; and

WHEREAS a number of minor changes were made to the draft bylaw after legal review, but nothing substantial to change the intent of the bylaw; and

BE IT RESOLVED that the attached Building Bylaw, Bylaw #50, be hereby read and approved a second time.

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

Question: **CARRIED**

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c) Resolution PH003-2020 – Building Bylaw – Bylaw #50 – Adoption

Moved by Councillor Jill Burridge

Seconded by Councillor Derek Smith

WHEREAS Building Bylaw, Bylaw #50, was read and approved a first time on February 12, 2020; and

WHEREAS Building Bylaw, Bylaw #50, was read and approved a second time on March 11, 2020; and

BE IT RESOLVED that the Building Bylaw, Bylaw #50, 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: None

Question: **CARRIED**

d) Resolution PH004-2020 – Reddin Meadows Rezoning Request – R1 – to PURD – Stratford Road

Moved by Councillor Jill Burridge

Seconded by Deputy Mayor Clow

WHEREAS an application has been received from Reddin Meadows to rezone parcel numbers 1061175, 1061167 and 329011, (approx. 14.01 acres in total) from the Low Density Residential Zone (R1) to the Planned Unit Residential Development Zone (PURD) which included an apartment building as a special permitted use; and

WHEREAS a public meeting was held on November 27, 2019 in which several residents provided feedback and had concerns with the proposed 36-unit apartment building; and

WHEREAS after getting some feedback from Council the developer has revised the development scheme removing the 36-unit apartment building and replacing it with 4-5 unit townhouses.

BE IT RESOLVED that a second public meeting be scheduled to solicit input from residents on the revised application to rezone parcel numbers 1061175, 1061167 and 329011, (approx. 14.01 acres in total) from the Low Density Residential Zone (R1) to the Planned Unit Residential Development Zone (PURD) on March 25, 2020 at 7:00 p.m.

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

Councillor Smith noted that he understands that the development might be emptying onto Keppoch Road and asked if the address for the property would be Stratford Road. The planning director Kevin Reynolds replied the only frontage onto the road is Stratford Road, so that is just the reference. Kevin also noted that Councillor Smith is correct in that it will have access from both Reddin Heights and Stratford Road.

Council Smith asked if the discussion at this proposed meeting would be apartments and both Councillor Burrridge and Kevin replied that there have been some revisions to the last request. Councillor Burrridge noted that they took one single family dwelling out and that was one of the issues, so now we are at 50 foot frontage on the lots. They also took out a row house at the south end of the property and added one more dwelling. We now have all single family dwellings backing on to single family dwellings. It is a significant change to take out the apartment building and replace it with townhouses and that is why we need to go back to another public meeting. Letters will be sent out to residents to make them aware of the meeting.

Question: **CARRIED**

e) **Resolution PH005-2020 – RZ001-20 – Greenway Realty Rezoning Request R1 to PURD – Aintree Drive**

Moved by Councillor Jill Burrridge

Seconded by Councillor Derek Smith

WHEREAS an application has been received from Greenway realty to rezone parcel number 399725, (approx. 6.46 acres in total) from the Low Density Residential Zone (R1) to the Planned Unit Residential Development Zone (PURD); and

WHEREAS the concept plan has been reviewed and concerns were raised about parkland, street connectivity and no variations of housing types; and

WHEREAS the developer made minor changes to the concept plan but the Town Planner has still identified a number of conflicts the latest concept plan has in relation to the Town's Official Plan; and

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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 number 399725, (approx. 6.46 acres in total) from the Low Density Residential Zone (R1) to the Planned Unit Residential Development Zone (PURD) on March 25, 2020 at 7:00 p.m.

Discussion: Councillor Burridge noted that this resolution is a request to go to a public meeting. She noted that the initial recommendation from planning staff was to not take the request to a public meeting. However, the developer did come through with a revised plan prior to Monday's planning board meeting and also answered every question that was put to him by the planning staff. After discussions at the planning meeting it was agreed that it was worth taking it to a public meeting in order for the developer to receive feedback from the residents.

Mayor Ogden noted that this is the same date and time as the Reddin Meadows public meeting and Councillor Burridge replied that is correct. Most of Council felt that the meetings should be on two different nights as it could get confusing for the residents, even though both projects do affect some of the same residents.

Mayor Ogden asked if the date and time was discussed at the planning board meeting and Councillor Burridge replied that no one on the board proposed that the meetings should be held on two separate nights.

Councillor Smith stated that it might be in the same area but there will be two different sets of people attending. He noted that he would feel more comfortable with two nights. Councillor Gallant agreed that it would be a long evening and people's concentration will waver.

Kevin explained that this has been done many times. It is not unusual or uncommon to have both items dealt with on the same night. He added that administratively, it is a lot of work to hold a public meeting. There are costs associated with the required newspaper ads, the signage that goes on the property, and the letters that have to be prepared and sent out. Kevin also noted that there is a lack of availability for Bunbury/Southport rooms, so we can't randomly pick a night. He noted that we typically have public meetings on the Committee of the Whole nights because both the Bunbury

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and the Southport rooms are reserved. Kevin noted that he does hear Council's concern, but from an administrative perspective they are two separate applications and they would be clearly delineated with an agenda and an approximate time frame that each item will take.

Mayor Ogden asked if Council wanted to purpose an amendment or is everyone comfortable with both items going on the same night as recommended by staff and discussed at the planning board.

Councillor MacDonald stated that she hears Kevin's concern, but she is concerned for the residents being confused and she will be voting against it as it stands with the two items on the same date and time. She suggested a seconded meeting could be held at the Stratford Emergency Services building if there are no rooms available at the Town Centre. Mayor Ogden asked Councillor MacDonald if she was proposing an amendment to the resolution and she replied yes, but she can't speak on a date unless someone can check on room availability.

Kevin stated that the Stratford Emergency Services building is not prepared for a public meeting like this. Minutes have to be recorded verbatim so we really need to have the meeting in the Bunbury/Southport rooms because it has the recording equipment.

Robert stated that you could decide that you are going to have a public meeting and not set the date by resolution of Council. You can give the Mayor the power to set the date if the mover and seconder are comfortable with the amendment and they were.

Councillor MacDonald noted that Monday, March 23, is open for a public meeting. However, Kevin stated that March 23 would not allow him to meet his requirements. He explained that the dates cannot be selected arbitrarily as the planning requirements have to be met.

Councillor Burrridge asked Kevin how having two meeting on two different nights affects his department and he explained that his minute taker is taking vacation and he has to ensure that there is a minute taker available. Kevin noted that he and the Town Planner are also required to attend, so they really need to be involved in picking the date because there is a very specific process that has to be followed.

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Councillor BurrIDGE stated that she could see all of Council want to have a second meeting so she will work with them. However, she noted that Council will have to work with Kevin, Blaine (town planner) and Jamie (recording clerk) to set a new date.

Robert stated that for the record he would like to note that the last clause will read:

BE IT RESOLVED that an amendment to Bylaw #45, be brought to a public meeting to solicit public input from residents on a date to be determined by the Mayor.

Deputy Mayor Clow suggested having one public meeting before the Committee of the Whole and one after the Committee of the Whole. That way they can both be held on the same night, but at a different time. Kevin stated that he would be totally flexible doing it that way. Robert stated that we could advertise one for 6:30 p.m. and one for 8:00 p.m. although there would be no guarantee the first one would be finished in time for the second one to start.

Mayor Ogden stated that the date and time is blank for the moment so the resolution can be passed. Councillor BurrIDGE noted that she will leave it with the Mayor and planning director to set a new date/time. She added that she felt the separation of the two meetings was a great idea.

Question: **CARRIED**

g. **Resolution PH007 – 2020 Bylaw 50-A – General Amendments – Town of Stratford Zoning and Development Bylaw #45 – Public Meeting**

Moved by Councillor Jill BurrIDGE

Seconded by Deputy Mayor Gary Clow

WHEREAS since the adoption of the Zoning and Development Bylaw #45, there have been three minor text amendments to Section 11.5.5 that have been identified which were recently discussed at a Planning Board on March 9, 2020; 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 to solicit public input from residents on March 25, 2020 at 7:00 p.m.

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

Kevin noted that there is an error in the text where a sentence is repeated twice and the 'Council shall hold a public meeting' was missing because the sentence was repeated from the previous line. Since we are having a public meeting on March 25, we are using the same night to administratively correct the errors. We will present it to the public and then proceed with the amendment to clarify that particular section.

Question: **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 parts have arrived to complete the repairs on the rotating biological contactor (RBC) and the work is scheduled to be completed this week. We have seen some fluctuations in our test results and are monitoring things closely in order to make any necessary adjustments. Hopefully, when the RBC is back in operation things will return to normal. We are also exploring the option of removing the sludge from cell #2 as it would help with the spring turn over and will help with the decommissioning of the plant.

Emergency Services Facility

The emergency facility is up and we are working with the contractor to address several deficiencies within the building.

Wastewater Collection System to the Charlottetown Pollution Control Plant – Work continues on the pump station, with approximately 50% of the structure's shell complete. Birch Hill is completing the retaining wall on the west side of the bridge and will move to the east side in the next couple of weeks. Structural work under the bridge is required in preparation for pipe installation and will begin by the end of the month.

Inflow and Infiltration Reduction Strategy

Quotes are being received for the sealing of infiltration areas in manholes that are known for taking in groundwater. A small hole will be drilled at the leak and a polyurethane grout will be injected into the leak, filling the void and creating a watertight seal. This work will be done in the next few weeks. Three hundred more manhole tray liners have been ordered to be installed in the manhole covers to prevent surface inflow into the manholes. Floating frames and covers have been ordered for

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installation where manholes are in asphalt or concrete. This will prevent the manhole from being in a hole and susceptible to surface inflow when frost and heave is occurring.

Investing in Canada Infrastructure Program Update

Sewer Lift Station Upgrades – Coles Associates is working on revising the preliminary design report. A meeting will be arranged with the design team to discuss the findings. Coles is suggesting that gravity mains from the intersection of Keppoch and Stratford Road, to the Bayside pump station, will need to be upsized before the flows can be diverted from Pondside to Bayside. There is also a possibility of forcemains requiring upsizing in order to accommodate the sewage flows expected from the full buildout of the sewer sheds. This will be confirmed when the modelling and design is complete.

Water Station Upgrades – The proposal submissions from Coles and CBCL have been reviewed by the evaluation team, with CBCL scoring the highest. The project has been awarded to CBCL with tendering anticipated for early June.

SCADA Software and System Control Upgrades - Belanger Electric Ltd. has begun work on the antennae installations required for the radio transmission. They anticipate being complete in early April.

Hearing Loop System for Council Chambers – Approval has been given for the purchase and set up of four assisted listening devices for council chambers. The system will include four receivers and a transmitter.

Trans Canada Trail - An application was submitted for a grant of up to \$5000 to purchase equipment used to groom/maintain the Trans Canada Trail. Notification of acceptance or denial of the application is expected by March 31, 2020.

b) Resolution INC001 2020 Cleaning Contract

Moved by Deputy Mayor Clow

Seconded by Councillor Gail MacDonald

WHEREAS the Cleaning Contract Tender closed on March 6, 2020; and

WHEREAS the following tenders were received (HST included):

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Building/Area	M&M Janitorial	United Janitorial	Ness Maintenance	Hawks Professional
Stratford Emergency Services	\$33,258	\$28,218.25	\$19,550	\$19,010
Stratford Municipal Complex	\$65,550	\$69,314.73	\$64,975	No bid
Stratford Public Library	\$5,957	\$3,638.98	\$9,340	No bid
Gertrude Cotton Centre	\$3,864	\$2984.25	\$920	No bid
Robert Cotton Centre	\$5,796	\$5401.32	\$1,265	No bid
TOTALS	\$147,683	\$109,557.53	\$96,050	\$19,010

AND WHEREAS Ness Maintenance submitted the lowest overall price.

BE IT RESOLVED that the tender for the Cleaning Contract commencing April 1, 2020 for a period of one year be awarded to Ness Maintenance based on tender submission pricing shown above, and subject to the terms and conditions set out in the Independent Contractor Agreement document.

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

Councillor Gallant asked if the cleaners had security clearance for the RCMP section of the building and Jeremy replied that we checked with them and they do have security clearance, and they also indicated that they are currently working on two other RCMP facilities.

Robert asked if there was an option year in the contract and Jeremy replied that there are two option years, but we left it at one year because we had discussions on whether or not we were going to investigate having our own cleaners at some point. Robert asked if that should be in the resolution and Jeremy replied that we would go with a separate resolution next year, but the pricing is the same and it is secured for the subsequent years.

Mayor Ogden asked Jeremy if he looked at the option of splitting the contact among the companies. He noted that there is a wide variation in the prices that were quoted for the different facilities. Jeremy replied that we did have it documented that it would be in separate contracts, but there was some discrepancy in the ad, and two of the contractors indicated if they didn't get all the work they wouldn't be interested in bidding on it.

Question: **CARRIED**

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15. COMMITTEE OF THE WHOLE

- a) Report was included in the agenda package.

Mayor Ogden noted that we need to look for an output for all our priorities. We need to put our plan into a one page document that would be fairly concise and easy to understand. We need to let the residents know where we plan to put our efforts over the next three years and we could make the document available on the website. Councillor Burrridge felt that a one page document might be difficult. She noted that she looked at a number of examples and found one format that we could use and suggested we also include a feedback loop. She noted that the same could be done with the budget once it has been approved so residents could compare the two documents to see if they match up.

16. SUSTAINABILITY

- a) Report was included in the agenda package. In Councillor MacDougall's absence Councillor MacDonald gave a brief overview of the report noting that there was a lot of discussion on partnership for growth. Wendy Watts will be organizing a business forum/training session for late April. Some of the topics she is looking at are social media – either general or specific areas, work/life balance, cyber security, 'Think Stratford – 'What's Next,' and website 101.

The Stratford Business Group is continuing to plan for and find items that the core group of volunteers can put on for the local business community. They have an upcoming trivia night planned for late March and are working on a potential fundraising evening for early May. They are also planning to once again be part of the Women's Institute Roadside Cleanup on May 9, 2020 and they are hoping to grow the participation numbers within the Stratford business community for this event.

International Association of the Elimination of Racial Discrimination

Councillor MacDonald took a moment to announce the day for the International Association of the Elimination of Racial Discrimination that is being held at the Stratford Town Centre on Saturday, March 21, 2020 and will begin at 9:30 a.m. This will be an all ages family friendly event and all activities will be provided free of charge.

Councillor Burrridge note that PEI is putting on a sustainable communities initiative and is calling for communities to come forward and she thought it might be an item for the Sustainability Committee to discuss – unless it has already been discussed. Robert stated that it was brought up at a meeting and we planned to have a brainstorming session with committee members, Council members, and staff to come up with a proposal. We also discussed potentially putting the community campus forward as a net zero option. Councillor Burrridge felt that would be excellent.

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17. ACCOUNTABILITY AND ENGAGEMENT

- a) Mayor Ogden noted that they didn't have a quorum for their February meeting, but those who were in attendance discussed the resident survey, the preservation of trees, and the website. He also noted that the Key Performance Indicators (KPI's) were refreshed to better reflect the priorities of today.
- b) **Resolution AE001-2020 – Commemorative Naming Request – Intent to name a Park after Evelyn Meader**

Moved by Councillor Jill Burridge

Seconded by Councillor Steve Gallant

WHEREAS the Town of Stratford received the attached request to name a park on Saints Crescent in honour of Evelyn Meader; and

WHEREAS Ms. Meader's family donated a portion of the land owned by Ms. Meader before her death which more than tripled the size of the parkland on Saints Crescent; and

WHEREAS Ms. Meader was a dedicated community volunteer and nature lover who planted many trees on the property that was donated; and

WHEREAS the Commemorative Naming Policy requires Council to either deny the application or to pass a resolution stating that they intend to approve the application at the following meeting, in order to give members of the public an opportunity to raise any concerns about the application.

BE IT RESOLVED that Council intends to name the park on Saints Crescent as Evelyn's Park in honour of Evelyn Meader at the April Council meeting.

Discussion: This resolution bears the recommendation of the Accountability and Engagement Committee. Mayor Ogden stated that he knew Evelyn Meader personally and she was a guide leader, and a community volunteer who contributed a lot to the community. She fell ill with MS but in spite of that she continued everything she could for the community. She and her husband planted trees around their own property and took good care of it. They enjoyed the beauty of the natural forest around them and were good stewards of the whole area. Mayor Ogden felt that it would be a well-deserved honour. The application was put forward by her daughter Laura Meader and it is included in the agenda package.

Question: **CARRIED**

18. HUMAN RESOURCES

No Report.

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19. INQUIRIES BY MEMBERS OF COUNCIL

Nil

20. OTHER COMMITTEES

a) **Stratford Community Seniors**

Included in the agenda package. Councillor MacDonald noted that the senior's liaison member on the committee is doing a great job. He indicated that the tenants have been attending social events in the common room more often, and he has some events planned for the near future. Councillor MacDonald noted that the March meeting was cancelled as there were no items for the agenda.

b) **Community Campus Report**

No Report

21. APPOINTMENTS TO THE COMMITTEE

a) **Resolution CW003-2020 Appointment of Committee Member**

Moved by Councillor Jill Burridge

Seconded by Councillor Derek Smith

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 Accountability and Engagement Committee had one member resign and is in need of a replacement.

BE IT RESOLVED that John Walker be appointed to the Accountability and Engagement for the remainder of the two year term ending November 30, 2020.

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

Question: **CARRIED**

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22. PROCLAMATIONS

Kidney Foundation Proclamation

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 102 people on Prince Edward Island receiving hemodialysis treatments 3 or more times a week, 23 people receive peritoneal dialysis in their homes, 110 Islanders have received a kidney transplant, 6 patients are waiting for a kidney transplant, 26 are in the process of determining if they are medically eligible to receive a transplant and 24 patients are on the waiting list to start the process. In 2019, there were 8 transplants.

Whereas the Kidney Foundation of Canada is the only national health charity serving the particular needs of people living with kidney disease through funding 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 12th, 2020 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 and its associated health problems.

Therefore: I, Mayor Steve Ogden 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 warnings signs to look for, as well as the awareness of organ donation registry.

Mayor Ogden noted that the resolution was signed prior to the meeting with representatives of the Kidney Foundation present.

23. OTHER BUSINESS

Nil

24. ADJOURNMENT

There being no further business, the meeting adjourned at 6:35 p.m.

Mayor Steve Ogden

Robert Hughes CAO