

REGULAR COUNCIL MEETING
March 13, 2024
Approved Minutes

DATE: March 13, 2024
TIME: 4:30 p.m. – 6:15 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Jill Chandler; Jeff MacDonald; Gordie Cox (Via Zoom); Ron Dowling; Jody Jackson; Jeremy Crosby, CAO; Dale McKeigan, Acting Director of Planning, Development, and Heritage; Kim O’Connell; Director of Finance and Technology; Jeannie Gallant, Director of Infrastructure; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Nil

CHAIR: Mayor Steve Ogden

1. CALL TO ORDER

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

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

2. DECLARATIONS OF CONFLICT OF INTEREST

Nil

3. APPROVAL OF THE AGENDA

It was moved by Councillor Jill Chandler and seconded by Councillor Ron Dowling that the agenda be approved as circulated.

4. ADOPTION OF THE MINUTES

It was moved by Deputy Mayor Steve Gallant and seconded by Councillor Jody Jackson that the regular monthly meeting minutes of February 14, 2024, be approved as circulated.

5. BUSINESS ARISING

Nil

6. PRESENTATIONS FROM THE FLOOR

Presentation to Abigail McCarthy the 2024 recipient of the Town of Stratford Artist Bursary. The bursary is for \$1000 to assist in continuing arts education. Abigail is a multi talented

Stratford artist. Just a few of her skills are singing, dance, modeling, and playing music. Abi has been dancing for 12 years and has received numerous awards. She even overcame a medical condition that prevented her from dancing for a time, but after much perseverance and determination, and continuing support from her family Abi was able to dance again. Along with her talent in dance, Abi also excels in music as a singer and musician. She plays four instruments and performs professionally. In 2023, Abi was a runway model for New York Fashion Week. Abi's aspirations include training with the National Ballet School of Canada and teaching. In time, Abi would like to open her own dance studio and pass along her love and passion for dance to the next generation. Congratulations Abigail! We wish you every success.

7. **MAYOR'S REPORT**

- Chaired the regular monthly meeting of Council, a Special meeting of Council, and the Committee of the Whole Council meeting
- Along with CAO Crosby and Deputy CAO Pierce, met with MLAs Burrige and Redmond to discuss Town issues and priorities, including opportunities for partnering with the provincial government in the areas of infrastructure, housing, and affordability for Town residents
- Participated in a day-long workshop hosted by the Immigrant and Refugee Services Association of PEI
- Enjoyed attending a delicious pancake breakfast put on by the Lions Club as part of Winterfest and the Fun Fair on Islander Day
- Participated, along with Council and the management team, in two meetings to plan the 2024/25 Town Budget
- Attended virtual meetings of the FCM Finance, Infrastructure and Transportation Committee; the FCM Rural Forum; the FCM Atlantic Caucus and several other FCM meetings as part of my virtual attendance of weeklong meetings of the FCM Board of Directors held in Prince George, BC to finalize FCM input to the 2024/25 federal budget
- Participated in a Shape Stratford general meeting; also, two meetings of the Shape Stratford Intermunicipal Committee
- Along with Council and the management team, met to discuss plans for the next phases of the development and construction of the community campus
- Participated in the opening Ceremonies of the 55 Plus Winter Games hosted by Stratford, also a closing luncheon
- Met with representatives of Meals on Wheels along with Councillor Jackson and CAO Crosby, to discuss expanding the service in Stratford
- Attended an event hosted by the Construction Association of PEI
- Along with Councillor Cox, I was very honoured to attend the International Women's Day Luncheon to honour the five Ocean 100 PEI Women of Impact
- Along with CAO Crosby and Deputy CAO Pierce, met with Island Gymnastics Academy to discuss future plans

- Attended meetings of the Safety Services Committee; Finance Committee; and the Heritage Committee
- Along with Deputy Mayor Gallant, attended the spectacular International Lunar New Year celebrations held at UPEI
- Attended an event to mark Commonwealth Day
- Met with all Town Councillors except one to discuss their priorities for their Ward, their Portfolios, and ideas for better serving our residents
- Spoke and visited with several residents to discuss various issues; and
- Attended internal meetings and looked after the day-to-day affairs of the Town.

8. CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT

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

- Attended a meeting with department heads to complete a final review of the budget prior to presenting it to Council
- Attended the flag raising in recognition of Black History month
- Attended a meeting with KPMG for our weekly update on the organizational review
- Along with the Mayor and Deputy CAO attended a meeting with representatives of Island Gymnastics to discuss their proposed new facility
- Attended the monthly planning board meeting
- Attended a meeting with the environmental sustainability coordinator to discuss upcoming projects and initiatives prior to her going out on maternity leave
- Attended a budget meeting with Council and department heads
- Attended the Sustainability Committee meeting
- Attended a meeting with staff, Council, and Pace Atlantic regarding the wrap-up of the Stratford Switch program
- Attended an in-person meeting with a representative of KPMG to review the progress of the organizational review
- Chaired the bi-weekly department head meeting to discuss Town projects, initiatives, and budget
- Attended a meeting regarding fundraising for the new community campus health and wellness facility
- Attended the Shape Stratford working group meeting
- Attended and participated in the monthly Town Council meeting
- Attended a meeting with Council and department heads to review the operational and capital budgets for the upcoming fiscal year
- Attended a meeting with the Mayor, Deputy CAO, director of finance, and our Stratford MLA's to discuss the 2024/25 budget, and funding for the new community campus health and wellness facility
- Attended a meeting with representatives from the Federation of PEI Municipalities (FPEIM) and several municipalities to discuss a new revenue sharing agreement with the province

- Recently participated in a meeting the with Deputy CAO and Minister Steven Myers to discuss the environmental and sustainability measures for the new community campus. Specifically, discussed the possibility of incorporating a solar field and other energy producing features to make the campus net zero
- Attended a meeting with planning staff, PEITI, and developers regarding a new development along the Trans Canada Highway within the core area
- Attended a meeting with finance staff and the Deputy CAO to review the long term financial forecast for the Town
- Attended a meeting with Councillor Jackson, Mayor Ogden, and representatives for Meals on Wheels to discuss setting up a Stratford Chapter of the Meals on Wheels program
- Participated in the orientation of the new environmental sustainability coordinator Khidaf Aijaz
- Attended a meeting with a manufacturer looking to locate their business in the new phase of the business park
- Attended a meeting with representatives of CHANCES Family Centre to discuss the possible expansion of their facility
- Attended the Capital Area Transit Committee meeting to discuss the draft 10 year strategic plan
- Attended the monthly Safety Services Committee meeting
- Chaired the monthly staff meeting
- Attended and participated in the monthly Committee of the Whole meeting; and
- Attended a meeting with the department heads to discuss and review the Town's operating budget.

In addition, I reviewed several of our bylaws and policies to ensure that we are in compliance with provincial regulations and the Municipal Government Act (MGA). Also organized meetings with staff, prepared comprehensive agendas, and relevant materials for the various committee meetings to keep them up to date. In addition, I assessed infrastructure projects, deliberated on various planning related matters, and effectively managed various HR related files. Responded to emails and letters from residents, stakeholders, government officials, and other entities.

9. **SAFETY SERVICES**

a) **Report**

The report was included in the agenda package for Council to review. The committee held their last meeting on February 21, 2024. Councillor Jackson noted that some committee members had concerns about snow removal at the bus shelters. Spring is coming so it is not as much of an issue, but it is something we need to address before next winter.

b) **Street Lights**

Councillor Jackson noted that the committee has recommended lighting in a few new areas. The committee has recommended two new lights on Clifton Road for safety

purposes, as they felt it was too dark between the church and the outdoor rink. We are also looking at installing 13 additional street lights for the Beacon Hill subdivision to bring it up to standard with the Town's Street Lighting Policy.

c) RCMP

The report for the month of February was included in the agenda package. Councillor Jackson noted that there were a couple of the incidents on the bridge last month and the E-Watch cameras alerted the RCMP that someone was in distress. They worked as intended, and this speaks to the importance of the E-Watch cameras in the Town.

Councillor Jackson noted that there were 17 collisions in February and two impaired driving charges. It was also noted that 'gas and dash' is still taking place. He felt that the current economic climate may be causing people to make some bad choices.

Constable McGrath stated that he didn't have anything to add to the report but noted that he would be happy to take any questions back to management if there were any.

Mayor Ogden stated that Charlottetown allocated some funding in their budget for photo radar and he asked Constable McGrath if he knew whether or not the provincial government would be taking any action to enable photo radar. Constable McGrath replied that he will let management speak to this item and he will have Corporal Weatherbie contact Council.

d) Humane Society Report

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

e) Transit

The report for the month of February was included in the agenda package. Councillor Jackson noted that the ridership for the month of February was 249 and we are seeing continued growth. Charlottetown is also experiencing high ridership numbers.

f) Cross Roads Fire Department

The report for the month of February was included in the agenda package. Councillor Jackson noted that there were 19 calls in February and one rescue on the Hillsborough Bridge. There was also some information given to the committee regarding the CO₂ alarms. Councillor Jackson asked that everyone take these alarms very serious and if necessary call the fire department.

10. RECREATION, CULTURE AND EVENTS

Councillor Chandler gave an overview of her report as follows:

Committees – the Recreation, Culture, and Events Committee met on March 7, 2024; however, the committee did not have a quorum so they had a discussion on the development of the community campus. Staff also provided an overview of recreation, cultural, and youth centre programs.

Stratford Youth Centre and Council – the youth centre entered three teams in the *Bowl for Kids' Sake* on March 2, 2024. The youth centre members are proud to select annual events such as Bowl for Kids' Sake to donate and participate in. This is one of the several organizations that the youth centre selects to make an annual donation.

The youth centre hosted its Annual Walkathon on March 8 and 9, 2024. Four youth teams had members walking for 24 straight hours around the Town Centre gym. Special thanks to everyone who contributed to this great event. A special mention to Councillor Ron Dowling for a personal donation of food and drinks for the youth centre members.

The annual Stratford WinterFest took place recently at the Stratford Town Centre. The three day event saw hundreds of Stratford and area residents visit the facility to participate in an array of events and activities.

Arts and Culture – registration for the spring art programs opened on March 4, 2024. Programs will take place at the Town Centre and Gertrude Cotton Centre, with some programs also being made available online.

Programs – the Town would like to thank the host committee of the 55+ Games for selecting Stratford as its host community for their 2024 winter games. The event was successfully hosted at the Town Centre, Stratford Emergency Services Centre, Pownal Sports Centre, and Montague Curling Club from February 26 to March 1, 2024. Special thanks to Rachel Arsenault for her many efforts on planning and scheduling this event in coordination with the host committee members.

The Town is set to open registration for the spring recreation season and will soon release details of the summer program offerings. Summer camp will be offered out of the Stratford youth centre in July and August, and registration will open on April 2, 2024.

Gymnasium – the Town centre gymnasium continues to operate at capacity with no available rental times until mid-April. The fitness area and walking track continue to see large numbers of residents and guests utilize the space on a daily basis. Approximately 125 people use the fitness space daily.

Spring Planning – planning is underway for outdoor spaces, parks, and sport fields. The Town is planning ahead in the event spring comes a little earlier than normal.

Mayor Ogden stated that we have been engaged on the child care issue, and we will assist the provincial authorities in trying to resolve the issue.

b) Resolution RC002-2024 Sponsorship Donations and Naming Rights Policy

Moved by Councillor Jill Chandler

Seconded by Councillor Jody Jackson

WHEREAS the Town of Stratford strives to foster an environment that promotes creativity, boldness, and the pursuit of excellence in cultural experiences, public access to those experiences, and the preservation and enhancement of diverse cultural identities. The municipality recognizes that recreation, sport, arts and culture all contribute to the quality of life of its citizens and to the enjoyment of visitors. Further, it understands that a strong and vibrant cultural environment promotes a shared sense of identity; and

WHEREAS the Town understands the financial impact to offer meaningful facilities, spaces, and amenities require significant financial investment; and

WHEREAS an important aspect of generating financial support often comes from the generosity of residents, organizations, and corporations which provides a framework and funding for developing and incorporating new facilities, spaces, and amenities that contributes to the social, economic, and environmental quality of life of our citizens; and

WHEREAS the Town of Stratford has developed the Community Campus Sponsorship, Donation and Naming Rights Policy that outlines the processes for accepting sponsorship and donations, along with providing naming rights to individuals, organizations and/or corporations.

THEREFORE, BE IT RESOLVED that the attached Community Campus Naming Rights, Sponsorship and Donation Policy be hereby adopted.

Discussion: This resolution bears the recommendation of the Committee of the Whole. Councillor MacDonald felt that this policy will allow us to pursue opportunities (anything we are looking to attach our name to). He also noted that the way the policy is laid out, it will allow us to have a lot of 'eyes' on any potential naming of a Town asset.

Question: **CARRIED**

11. FINANCE AND TECHNOLOGY

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

- First letters were sent to 209 customers. The due date for payment was March 4, 2024
- Staff worked with Council and the management team on finalizing the draft operating and capital budgets for the Town and the Utility
- Present the draft budget information to the Finance Committee for them to discuss and advise
- The draft budget presentation will take place on March 14, 2024, at 6:30 p.m. at the Town Centre and it will be live-streamed
- A special Council meeting will be held to pass the budget on March 28, 2024, at noon
- Attended the organizational review meetings
- Attended the revenue sharing meetings
- Met with RBC on the Town's group banking
- Met with the CAO, Deputy CAO and the financial coordinator on updating the long term forecast spreadsheet
- Staff is working on financial data for the community campus buildout
- Staff is working on updating the Fees Bylaw Schedule A; and
- Staff is busy with day-to-day tasks.

b) Financial Statements

Included in the agenda package for Council to review.

12. PLANNING, DEVELOPMENT AND HERITAGE

- a) Report was included in the agenda package for Council to review. Councillor MacDonald briefly reviewed the report noting that there are no planning resolutions for Council to consider this evening.

Councillor MacDonald stated that the Heritage Sub-committee is looking for some new members as the committee is down a few members.

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

13. INFRASTRUCTURE

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

The infrastructure staff remains busy with the many projects underway:

- The solar array for the community campus is now out to tender and will close on March 20, 2024

- The tender package for the restoration of Kelly's Pond is being prepared with the Provincial Department of Transportation and Infrastructure and is scheduled to be advertised on March 14, 2024, with a closing date of April 3, 2024
- Work continues at the water reservoir tower with commissioning expected to be completed within the next month
- LED lighting retrofit tender for the Town Centre was awarded to MacLean Electric and they will begin work in the coming weeks; and
- The tender for the Corish forcemain extension project closed on February 14, 2024, with five bids submitted. A resolution recommending awarding of the work to the low bidder, Island Coastal Services Limited, is being presented later in the agenda.

Infrastructure staff has also been busy with the following:

- Preparing operating and capital budgets for 2024
- Sourcing funding for project opportunities
- Planning upgrades under the Reception Centre Resiliency funding received
- Preparing tenders for solar projects at the Emergency Services Centre and the maintenance building on Hollis Avenue
- Ongoing maintenance at Town owned properties, buildings, and trails. Sanding and snow removal contracts are ongoing
- Snow removal around hydrants, lift stations, water stations, and other buildings and facilities after a major snowfall event in early February
- Rinks were maintained throughout the month of February, but are now closed for the season
- Maintenance and upkeep of vehicles and equipment is ongoing
- Bylaw complaints and investigations have increased substantially since snow has Receded
- Water and sewer inspections and water turn-ons for new development is ongoing
- Ongoing inspection and maintenance of water and sewer systems. There was a window of good weather allowing some lift station cleaning and water valve debris removal, which is not typically completed this time of year; and
- Managing ongoing customer and resident inquiries and concerns.

During the month of February there were no major incidents or emergencies. There was one water quality complaint that was quickly traced to an appliance within the home and one sewer lateral blockage that was jetted by the Utility.

b) Resolution INC001-2024 – Supplemental Capital Budget for Reception Centre Improvements

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Jeff MacDonald

WHEREAS the 2023 Town capital budget includes \$38,600 for capital upgrades to the buildings at Cotton Park at 57 Bunbury Road; and

WHEREAS of the \$38,600 capital budget the Town's portion was \$19,300 and the remaining \$19,300 was anticipated through a funding partnership; and

WHEREAS the Town successfully applied to and received funding through ACOA's Hurricane Fiona Recovery Fund in the amount of \$144,502, and through the Province's Reception Center Resiliency Fund in the amount of \$130,000; and

WHEREAS the Reception Center Resiliency Fund requires a contribution from the Town in the amount of \$29,876, necessitating an increase of \$10,576 to the Town's contribution; and

WHEREAS both funds provide capital for reception center improvements that will be completed at the Town Hall building and Cotton Park, including the original upgrades planned for Cotton Park.

BE IT RESOLVED that a supplemental capital Town budget of \$304,378 be approved for reception center improvements to the Town Hall Building and Cotton Park, and that the Town's portion of this funding shall be \$29,876.

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

Question: **CARRIED**

c) Resolution INC002-2024 Corish Forcemain Extension

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Gordie Cox

WHEREAS the Sewage Lift Station Upgrades Phase 2 project (now referred to as Corish Forcemain Extension) with an estimated cost of \$3,040,000 was approved in 2023, contingent on 50% funding, with the expectation of costs to be incurred over two fiscal years, with \$1,540,000 approved in the 2023 capital budget, and \$1,540,000 approved in the 2024 capital budget; and

WHEREAS funding through the Municipal Strategic Component of the Canada Community Building Fund in the amount of \$1,115,143.84 has been obtained; and

WHEREAS no construction work began in 2023 and a capital budget of \$2,900,000 is being carried forward and included in the 2024 draft budget; and

WHEREAS five tenders were received on February 14, 2024, for the project consisting of installation of sewer forcemain from Flourish Heights to MacKinnon Drive along Kinlock Road, and the upgrade of the gravity trunk main along MacKinnon Drive to Perley Drive, with results as follows:

Contractor	Bid Excluding HST
Island Coastal Services Ltd.	\$2,688,655.00
Birt & MacKay Backhoe Services Ltd.	\$3,694,230.75
L.C.L. Excavation (2006) Inc.	\$3,994,740.00
Landmark Construction	\$4,336,655.00
Birch Hill Construction Ltd.	\$6,671,900.00

AND WHEREAS, the engineering construction management and inspection fee is estimated to be \$71,530.00 excluding HST, for an estimated project total of \$2,760,185.00 excluding HST.

BE IT RESOLVED that the Corish Forcemain Extension project be awarded to Island Coastal Services Ltd. in the amount of \$2,688,655.00 (HST excluded).

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

There was a brief discussion on the discrepancy in the prices and the infrastructure director Jeannie Woodard explained that there could be a number of reasons for the difference in the prices, but what we are concerned with is making sure the bidder is on par with the scope of work when it comes in significantly under what we would have estimated the job would cost. Jeannie added that the low bid that we are recommending is pretty much on par of where we thought it would come in, so we are not concerned.

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

a) Resolution CW004-2024 – Code of Conduct Bylaw, Bylaw #54 – 2ND Reading

Moved by Councillor Jody Jackson

Seconded by Councillor Jeff MacDonald

WHEREAS the Municipal Government Act (MGA) provides municipalities with additional authority and autonomy, together with additional accountability via a requirement that actions be enabled by bylaws; and

WHEREAS a bylaw is required to set minimum expectations for the behaviour of members of Council in carrying out their functions and decision making that benefits the Town of Stratford; and

WHEREAS the Code of Conduct Bylaw #46 is outdated and needs to be replaced.

BE IT RESOLVED that the attached Code of Conduct Bylaw, Bylaw #54, be hereby read and approved a second time.

Discussion: Nil

Question: **CARRIED**

b) Resolution CW005-2024 – Code of Conduct Bylaw, Bylaw #54 – Adoption

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Jody Jackson

WHEREAS Council read and approved the Code of Conduct Bylaw, Bylaw #54, a first time on February 14, 2024; and

WHEREAS Council read and approved the Code of Conduct Bylaw, Bylaw #54, a second time on March 13, 2024.

BE IT RESOLVED that the attached Code of Conduct Bylaw, Bylaw #54, 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.

BE IT FURTHER RESOLVED that the existing Code of Conduct Bylaw, Bylaw #46, be hereby repealed.

Discussion: Nil

Question: **CARRIED**

c) Resolution CW006-2024 – Sustainable Procurement Policy Amendments

Moved by Councillor Gordie Cox

Seconded by Councillor Ron Dowling

WHEREAS the Sustainable Procurement Policy, Policy # 2016-FT-01, was recently reviewed and it was determined that inflation since the adoption of this policy, and our own procurement experiences, indicate the need to increase the procurement thresholds.

THEREFORE, BE IT RESOLVED that the attached Sustainable Procurement Policy Amendments be hereby approved.

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

Question: **CARRIED**

15. SUSTAINABILITY COMMITTEE

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

Councillor Cox welcomed Khidaf to the Town of Stratford's team. She will be filling Maddy's maternity leave and she has jumped right into the position since starting a few weeks ago.

The Sustainability Committee held their most recent meeting on February 7, 2024, and since that time there have been a number of projects underway by staff including:

- Water's Cool (water school) is running this month for three weeks. All indications are that it is another successful learning opportunity for participating students and an enjoyable time for staff leading it. A new interactive coastal watershed model was added this year by the Stratford Area Watershed Group with funding through the PEI Wildlife Conservation Fund.
- The Residential Tree Planting program remains open with applications accepted until March 31, 2024, with the goal of helping residents access low cost, good quality, native tree species, encouraging residents to plant trees and gain an appreciation for the urban forest and to increase Stratford's tree canopy, particularly along streets, and enhance the urban forest in Stratford.
- Stratford Town Talk, the podcast, recently launched with new episodes every two weeks. The next episode will be out on Friday, March 15, 2024, and is available on all major podcast platforms. As this is a new endeavor, the Town is looking for feedback from residents as to what they want to hear more (or less) of, improvements, and other feedback from listeners.
- There remains a limited amount of funding for home energy audits through the Switch Stratford project. This funding will be ending in the near future, so any interested residents should contact the Switch Stratford team as soon as possible.

- Staff is looking to provide some opportunities this spring to the local business community for learning and networking. Further details will be provided in the near future and we look forward to having our commercial sector remain an active group within our community.
- The Diversity and Inclusion Sub-committee continues to work on a number of projects and planning for upcoming events. A series of virtual presentations through a partnership with the Canadian Museum of Immigration at Pier 21 will be taking place this spring.

16. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY

a) No Report

b) Resolution IAA-001-2024 – Text Amendments to the Social Media Policy

Moved by Councillor Jody Jackson

Seconded by Councillor Ron Dowling

WHEREAS several text amendments have been identified to update and streamline the use of the Town of Stratford's Social Media Policy for non-municipal messaging; and

WHEREAS it has been noted that clarity in the policy was needed.

BE IT RESOLVED that attached Social Media Policy Amendments (Non-Municipal Messages) be hereby approved.

Discussion: This resolution bears the recommendation of the Intergovernmental Affairs and Accountability Committee and the Committee of the Whole.

Councillor Jackson noted that this policy will provide us with the parameters for non-municipal messages.

Question: **CARRIED**

c) Resolution IAA-002-2024 – Text Amendments to the Digital Sign Policy

Moved by Councillor Jody Jackson

Seconded by Councillor Gordie Cox

WHEREAS several text amendments have been identified to streamline the use of the Town of Stratford's digital sign; and

WHEREAS it has been noted that as the Town of Stratford continues to grow and offer more programs and services, it has an ever increasing amount of information to share with residents to keep them informed; and

WHEREAS there is only an average of one to two views per pass of the digital sign - that the sign be prioritized for the Town's use only.

BE IT RESOLVED that attached Digital Sign Policy Amendments be hereby approved.

Discussion: This resolution bears the recommendation of the Intergovernmental Affairs and Accountability Committee and the Committee of the Whole.
Councillor Jackson noted that the Town sign will be used strictly for Town activities.

Question: **CARRIED**

17. HUMAN RESOURCES

- a) No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

- a) No inquiries were made.

19. OTHER COMMITTEES

a) Stratford Senior's Complex

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

- Unit 10 has been rented and the new tenant will be moving in this month.
- Unit 13 is available for rent. We went through our waiting list and we are down to the last two people on the list. If they are not interested, we will put it out on social media that there is a unit available. Many on the list refused the unit. Some did not want to move in the winter, and some were not ready to move, and some found the unit too small.
- Capital work is planned for 2024. The kitchen cabinets should be arriving soon and we are trying to find a place to store them until the work can be completed.
- We have been dealing with a few water line leaks in the complex. This tends to happen in the winter with the change in temperatures. We will solicit a quote on replacing the original water lines in the building.
- Carol Ferguson has been appointed the senior's liaison representative for the Senior's Committee.
- Year end working paper file is currently being prepared.

20. APPOINTMENTS TO THE COMMITTEE

Nil

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:15 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO