

REGULAR COUNCIL MEETING
October 13, 2021
Approved Minutes

DATE: October 13, 2021
TIME: 4:30 p.m. – 6:31 p.m.
PLACE: Council Chambers – Public via Social Media

ATTENDANCE: Deputy Mayor Gary Clow; Councillors Derek Smith; Darren MacDougall; Jill Burridge; Steve Gallant; Gail MacDonald; 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; Jeannie Gallant, Project Manager; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Nil

GUESTS: Corporal Lutley, RCMP

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 who were viewing via social media.

2. DECLARATIONS OF CONFLICT OF INTEREST

No declarations were made.

3. APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Clow and seconded by Councillor Steve Gallant that the agenda be approved as circulated. Motion Carried.

4. ADOPTION OF THE MINUTES

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

5. BUSINESS ARISING

Nil

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

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

- Toured living shorelines project results - which through a partnership involving the Town's sustainability Coordinator Maddy Crowell, and UPEI, put in plants, shrubs, trees, and natural materials to prevent and mitigate shorefront erosion;
- Along with several Councillors and staff, toured the REACH Foundation to see the good work they do to help youth in recovery from addictions;
- Attended the public 'Open House' presentation put on by the Gray Group;
- Along with Kim O'Connell, Director of Finance - reviewed 2020/21 Financial Statements with auditor Burge;
- Chaired the Capital Area Mayors' Meeting hosted by the Town of Stratford;
- Very honoured to participate in raising the Mi'kmaq flag to mark the first National Day for Truth and Reconciliation. It was a very special ceremony.

8. CHIEF ADMINISTRATIVE OFFICER (CAO)

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

- Attended the Federation of Canadian Municipalities (FCM) Community Energy Financing Community of practice meeting, and presented at the FCM Community Energy Financing education session;
- The Switch program is going very well. So far we have 22 in Stratford who have signed an agreement. The biggest challenge we have right now is keeping up with the amount of people who want to participate in the program;
- The housing demand study was received, and the Steering Committee met to go through it. There are some areas where we would like to see some changes that we don't feel were fully delivered on the requirements of the RFP; before we bring the study to the three Councils;
- Attended Gray Group open house and met with representatives regarding the changes required to the Official Plan and Zoning Bylaw to implement their plan.

Mayor Ogden noted that the CAO worked hard in bringing this program to our residents and our environmental sustainability coordinator Maddy Crowell is looking after the day to day duties of the program. The finance staff is also involved in making the payments to the contractors, as well as providing Maddy the information on whether residents are current on their utility payments.

Mayor Ogden asked the CAO if he could elaborate on how the Switch program came about, and the CAO noted that it was through funding from FCM who received it from the federal government. We were interested in 'jumping on board' to take part in the program. We have 10 million dollars among the three municipalities that we can give to our residents in the form of loans.

9. SAFETY SERVICES

a) Report

Report was included in the agenda package for Council's review. Councillor Smith briefly reviewed his report as follows:

- Citizens on Patrol was provided with arm bands that light up at night, and they will also hand them out to people who they believe could use them;
- Councillor Smith noted that there was some concern expressed regarding drones;
- A street light relocation was received and discussed;
- An update on the school crossing issue is still an ongoing concern as there was an accident in the area last month; and
- A speed hump policy is currently being worked on which will give us a step by step process for how the speed humps are installed - both temporary and permanent.

The Deputy CAO noted that we made a few corrections to the draft policy after the committee reviewed it. We will also be putting it out for public consultation through our website before we proceed. It will then go back to the committee and then on to Council.

Deputy Mayor Clow asked for an update on the permanent speed humps and the Deputy CAO replied that the province has approved the procedure for putting in permanent speed humps. He noted that there was one area where we had tried to put them in the past, but there were some complaints (Rosebank area), and we would like to revisit that area at some point. He added that we probably won't get the permanent humps installed this year, but it is something that we want to look at once our policy is in place and we get the information out to the residents.

b) Street Lights

No Report

c) RCMP Report

The report for the month of September was included in the agenda package. Councillor Gallant noted that the RCMP contract has been signed and he is aware that there were discussions with the provincial and federal governments regarding the RCMP pay raises and the shortfall. He wondered if anything had been confirmed. Councillor Smith stated that from his understanding it is still ongoing, as is the police study, and it is an internal process. He asked Corporal Lutley if he could comment on the contract and Corporal Lutley replied that he was not in a position to discuss the contract. It would need to be a senior member, but he would be happy to coordinate a meeting if that is Council's wishes, or if Council wanted to give him questions, he can try to find the answers. Mayor Ogden felt that Councillor Gallant was looking for the latest information. He noted that he sent a letter to the Solicitor General and Minister of Justice, but since that letter was sent - there was an election, so we haven't yet received a reply.

Councillor Smith felt the best way to deal with it would be for upper management to talk with the RCMP's upper management and Corporal Lutley agreed and added that he would be happy to coordinate the meeting.

Councillor Smith noted that there were 24 summary offence tickets written during the past month for a total of \$3,348.00 in fines. The RCMP responded to 61 traffic related offences – 5 traffic collisions, 2 impaired driving, 1 off road vehicle, and 53 traffic related incidents. There were also 65 index checks in the month of September. There were five lost items turned in or reported missing. The missing items were found, and all the lost items were returned to their owners.

Drug incident – Corporal Lutley noted that late last month there was a joint taskforce setup, and a lot of time and money went into it. He noted that we ended up arresting an individual in Stratford. Mothers Against Drunk Drivers (MADD) was also involved over this past weekend.

Councillor Gallant asked Corporal Lutley if there were any plans to talk to the children in the schools regarding Halloween safety and Corporal Lutley replied that yes, there are plans to talk to the children to give them tips to keep them safe. He added that Halloween falls on a Sunday this year, so we will have 'all hands on deck.'

Councillor Smith stated that we did have an incident where a male child was hit by a vehicle in the intersection of Keppoch Road and Stratford Road. Corporal Lutley noted that the parents have been very vocal and rightly so in that situation. Their biggest concern was there are a lot of close encounters at that intersection. He added that it is

not just pedestrians, but vehicles as well, and they are trying to bring that to light. The RCMP would like to see some sort of light or something to warn pedestrians.

The Deputy CAO noted that this particular intersection has been brought up several times over the years and it is on the province's radar, and we will continue to ask that something be done. Councillor BurrIDGE asked if we could put in some easy fixes in the meantime. Councillor Smith noted that this issue will be on the next Safety Services agenda for discussion. Mayor Ogden suggested that flashing lights might be something to think about. Councillor Gallant added that Minister Aylward is very receptive to intersections and safety, and he may be able to help.

d) Humane Society Report

The report for the month of September was included in the agenda package for Council to review and it was a standard month for the Humane Society.

e) Transit

The transit graph report for the month of September was included in the agenda package for Council to review. The pilot project is somewhat disappointing so far; it just doesn't seem to be catching on. However, the cost of gas will continue to go up and people are going to be looking for ways to stretch their dollars. We should try and educate people of the cost of taking the transit to work versus their cars.

Mayor Ogden asked if there was anything further we could do to promote it. If people know about it and choose not to use it is one thing, but if they don't know about that is different.

The Deputy CAO stated that we do have handouts that we are going to circulate to the residents of the area because we want to give it a fair chance to work. Councillor Smith stated that we have school kids who take the bus every day. Deputy Mayor Clow felt that we need to give it a fair chance. If we go back and look at the first month when we started transit, the numbers were low; it takes time and education. Once we get riders going there will be word of mouth as well.

f) Cross Roads Fire Department

The report for the month of September was included in the agenda package. Councillor Smith took a moment to congratulate Kevin Reynolds who is the new fire chief for the Cross Roads Fire Department. He also added that the applications for the position of Deputy Chief will be going out soon.

The training officer position was awarded to Greg MacCormac, who also does our RCMP reports each month.

- It was noted that a number of fire fighters have received level #2 certificates;
- Four ladders have failed inspection and they will be taken out of service, but there are still enough ladders on hand to handle any job;
- There was an arm stuck in a vehicle – a person was reaching between two seats to retrieve something and got their arm stuck and they called 911 and the fire department came and helped them;
- Council will be meeting with the Chief, Deputy Chief, and Captains in the near future in order to discuss the fire department from their point of view.

Fires for the month – Fire calls are down with only five fire calls in the month of September.

10. RECREATION, CULTURE AND EVENTS

a) Report

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

Councillor Gallant noted that Ted Lawlor has stepped down from the committee. He was a great committee member, and he will be missed.

Committee Meetings – The Recreation, Culture, and Events Committee met on September 28, 2021. Agenda items discussed were updates on the community campus, the waterfront park, park concerns, fall and winter programming, and discussions with Canada Winter Games representatives.

Arts and Culture – The Arts and Culture Sub-Committee meeting was held on Thursday, October 7, 2021. The 2021-2022 Artist in Residence programs began on October 1, 2021. Tricia MacNeil Baldwin will be providing the Stratford Adult Visual Art Program, and Mystaya Idt will be providing the Dance/Movement Enrichment Program for grade 6 students at Stratford Elementary School.

Fall 2021 program registration opened on September 1, 2021. The following programs are now being offered:

- Art Club;
- Brush Stop pre-school story time, arts & crafts;
- Intermediate watercolour painting classes;
- Beginner watercolour painting class;
- Drawing class;

- Urban sketching with ink and gouache;
- Youth art classes; and
- Life drawing beginner classes.

Stratford Youth Centre and Council – The Youth Centre is open for Drop-in three days per week on Mondays, Wednesday, and Thursdays. The group times include 3:00 p.m. – 5:00 p.m. (grades 5-6); 5:00 p.m. – 6:30 p.m. (grade 7-8); and 6:30 p.m. – 8:00 p.m. (grades 9-12). There are currently 45 youth members registered.

There is a new Youth Engagement Team at the Youth Centre made up of youth who have graduated the program and have finished high school (age 18-25). There are currently 9 youth members registered in this group.

Youth centre programs and clubs currently running for the fall season include the following: Newspaper Club; Dungeons and Dragons Club; Leadership Committee; Youth Council; Executive Committee; Drama Club; Art Club; and Move Nights. All these programs are open to youth members and take place in addition to Drop-in times.

The Youth Council is planning a yard sale on Saturday, October 16, 2021, at Cotton Park from 8:00 a.m. to 12:00 p.m.

The Youth Centre will be hosting their annual Spooktoberfest Event on October 28 - to October 30 in Cotton Park. There will be a trick or treat trail, a haunted trail, a spooktoberfest 50/50 draw and a home decoration contest.

Events – Unfortunately, Fall Fest, which had been planned for September 24 – 26 at Fullerton's Creek Conservation Park and Cotton Park was cancelled due to Covid related concerns.

The Town is now working on an appropriate Remembrance Day Ceremony. It has yet to be determined what the service will look like, but discussions continue with Legions and other Island communities as to what will be permitted to take place on November 11.

Programs – The Stratford Town Centre has become a busy destination since the end of summer. Programming in the gymnasium is being offered daily from open to close.

The popular Skills and Drills Instructional Hockey Program started on October 9 and 25 youth are registered.

The first ever Stratford Town Centre Disc Golf Tournament will be taking place on October 30 from 6:00 p.m. – 9:00 p.m. The 'Night Nine' tournament is put on by Island Disc Golf Company, GOPEI, and the Town of Stratford. Participants will play a 9-hole disc golf tournament in the dark using glowing discs.

Vax Pass – We are proud to say that support and understanding of the recent Vax Pass mandate has been well received by facility guests. The Town of Stratford greatly appreciates the support and understanding of residents for this new provincial initiative.

Sports Fields - All sports fields have undergone some fall maintenance and will be closed until spring of 2022.

Mayor Ogden took a moment to recognize Ted Lawlor who has been a member of the Recreation Committee for a very long time, and he has been an invaluable committee member. He thanked Mr. Lawlor for everything he has done for our Town and wished him all the best.

Fullerton's Marsh - Councillor Smith noted that Fullerton's Marsh used to be called a hidden gem, but that is no longer the case. On Sunday he saw 26 cars in the parking lot and he felt it had a lot to do with the new playground and the new washrooms.

b) Resolution RC003-2021 – Community Campus Land Lease Request Policy

Moved by Councillor Steve Gallant

Seconded by Councillor Darren MacDougall

WHEREAS the Town of Stratford has purchased land for a Community Campus to house provincial education facilities and Town recreation and cultural facilities; and

WHEREAS a number of organizations have expressed an interest in locating with the Community Campus and Council requires an effective transparent process to evaluate such requests.

BE IT RESOLVED that the attached Community Campus Land Lease Request Policy, Policy # 2021-RCE-01 be hereby adopted.

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

The recreation director Jeremy Pierce noted that the Town purchased 170 acres for a community campus, and with that the Town does bear some responsibility for establishing indoor and outdoor facilities for sport and recreation. Along with that, we have received several requests from outside organizations that are also involved in sports and recreation that would like to establish their programs within our community. They have expressed an interest in sharing some of the financial burden and responsibility in establishing facilities of their own and operating those facilities. We did some research, and we established a land lease policy in regard to the community campus so that our community interests can be safeguarded.

Mayor Ogden asked the recreation director to explain what the land lease policy is. The recreation director noted that an organization has approached the Town and expressed an interest in being located in our community. Our policy essentially establishes that we can lease the land for a specific period of time for a fixed amount, and with that they can establish that their programs are in the best interest of the community, and that they also bring some financial kickback to the community. It is a positive for both the sporting organization and the Town.

Mayor Ogden noted that we view it more as an investment than an expenditure. We retain ownership, so if anything, ever changes with the organization all the land and buildings revert back to the Town, so it is a win-win situation.

Councillor Burrridge noted that a lot of this would be in the land use agreement, but the policy that we are discussing is about how we decide what community facilities are a best fit for the campus.

Councillor Gallant felt that what Councillor Burrridge was saying is that we only have a certain amount of land, so we want to know what our residents want the most – based on the criteria that is laid out.

Question: **CARRIED**

c) **Resolution RC004-2021 – Publication of the Community Campus Land Lease Request by Island Gymnastics Academy**

Moved by Councillor Darren MacDougall

Seconded by Deputy Mayor Gary Clow

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

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

WHEREAS Council has reviewed the request and is amenable to leasing a 2.5 acre parcel of land in the Community Campus due to the positive recreational, physical, social, mental, and economic impacts to residents of Stratford of the facility being located within the Town; and

WHEREAS Section 143 of the Municipal Government Act states:

- (1) Where a Council proposes to sell, grant, transfer or otherwise dispose of municipal land, or any interest in municipal land, for less than fair market value, the council shall prepare a written proposal that includes the information specified in subsection (2) and shall give notice to the public of its proposed action in the manner prescribed in the regulations.

Contents of the Proposal

- (2) The proposal referred to in subsection (1) shall include the following information in respect of the proposed disposition:

- a. A description of the municipal land or interest in it;
- b. The person or entity who is proposed to acquire the land or interest;
- c. The nature and, if applicable, the term of the proposed disposition;
- d. The fair market value of the land or interest in it; and
- e. The consideration to be received by the municipality.

BE IT RESOLVED that a notice be published in the Guardian newspaper and on the Town's website with the following information:

- The Island Gymnastics Academy has requested that 2.5 acres of lands be leased to them for 50 years for the nominal fee of \$1 per year, located in the northwest corner of the campus for the purpose of constructing a training facility.
- The fair market value of the land is estimated to be \$200,000 and the value of the leasehold interest would be less.
- The new facility will provide an opportunity for residents to take part in gymnastics, dance, parkour, cheerleading, and trampoline within the community;

will bring more than 1000 people to the community per week to support local businesses; and will provide opportunities for the Town to offer specific programs within the facility.

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

Mayor Ogden noted that this is a specific implementation of the previously approved land lease policy, and this is the first use of the policy.

Councillor Smith noted that Island Gymnastics wants 2.5 acres of land, and we said the value of the land is \$200,000 – is that correct, and the CAO replied that we didn't have an appraisal done on the property. We estimated the value based on the known or projected infrastructure cost and the known cost of purchasing the land and that is how we determined the value. We did check with our legal counsel and felt it was better to do it that way rather than spend thousands of dollars to hire someone to do a formal appraisal. The lease itself would be lower than that value because we are not outright deeding the land to them, we are just allowing them to use it for a limited time.

Councillor Smith asked if they lease the land from us will there be a timeline for them to put a building on the site and the CAO replied that Council did raise the issue and it will be put in the lease agreement. The CAO noted that this resolution is to notify the public. The regulations in the ACT require us to put an ad in the newspaper as well for transparency because you are actually giving somebody an interest in land for less than fair market value.

Councillor Burrridge noted that if she was a member of the public and she was reading this, she would think we are giving them the land for a dollar. It looks like Council is giving it away, but if they know that the building that they construct belongs to the Town if they ever walk away we own the rights to the building, it would make sense to people. Councillor Burrridge felt that it was a main piece of information, and it is not included in the resolution. The CAO stated that we can put that in the ad, and we can add it to the resolution if the Council thinks it is necessary.

Deputy Mayor Clow felt 50 years was a long time and wondered how they decided on that length of time, and the CAO replied that their bankers wanted them to have a long term lease, so it was at their request.

Question: **CARRIED**

d) Resolution RC005-2021 – Adoption of the Waterfront Park Plan

Moved by Councillor Darren MacDougall

Seconded by Councillor Steve Gallant

WHEREAS the Town of Stratford owns and manages over 300 acres of public parklands, including green space, trails, and parks; and

WHEREAS these public spaces and related improvements support the quality of life of Stratford residents and the Town wishes to ensure existing and future parkland improvements are designed and managed for maximum public benefit, to ensure community health, safety, and continuity of services for all residents; and

WHEREAS the former Wastewater Treatment site and adjacent park lands and undeveloped lands required a plan for their development; and

WHEREAS Upland Planning + Design was engaged to develop a plan for the waterfront parks and to review the zoning for the waterfront core area lands, including engaging citizens in the design to establish a community vision for a future Waterfront Park; and

WHEREAS the resulting Waterfront Park Plan will provide the Town of Stratford with a plan to help guide the design and development of a waterfront destination that will include a future boardwalk, active transportation connections, natural and manicured park space, and play areas amongst many other features.

BE IT RESOLVED that the attached Waterfront Park Plan prepared by Upland Planning + Design be hereby adopted.

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

Mayor Ogden noted that this is a good example of public engagement and public consultation to build the best plan possible. Everyone involved has gone above and beyond to get the information from the Stratford residents of what they would like to see. Mayor Ogden added that he is looking forward to seeing it put in place.

Councillor Smith stated that this project, because of the costs, will be done over a number of years and not all at once and we want to let the people of Stratford know what the plans are.

Councillor Burrridge noted that in the report, it is all laid out by phase and costs. She noted that there are six phases to the project, and they are all costed which is very valuable.

Councillor Burrridge added that we had a public consultation and Upland consulted with stakeholders, and they developed this report. There was feedback received from an internal staff review as well. The CAO added that this is a conceptual plan – a blue print, and it contains a number of recommendations for changes to the official plan/zoning bylaw. The CAO noted that more than 500 residents viewed the original exercise, and more than 1000 residents reviewed the two concept plans, and many gave comments. So, there were approximately 200 comments and suggestions the first time through, and people commented on which plan they preferred. It was a very broad engagement with the public.

Question: **CARRIED**

11. FINANCE AND TECHNOLOGY

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

- Met with the auditors and some Council members to review the finalized statements for March 31, 2021;
- Training has been completed on the new phone system;
- Reviewed CCBF allocation – formally New Deal and prepared a resolution for Council;
- The finance staff is attending training on the Town's natural assets;
- The work has been completed for the consumption and square footage for customers;
- Met with Council to review the presentation on Stratford to the province;
- Utility bills are now out, and they should reach customers by October 15, 2021; and
- Staff met with the environmental sustainability coordinator Maddy Crowell to review the Switch applications and procedures.

b) Financial Statements

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

c) **Resolution FT011-2021 Reserve Funds Bylaw – Bylaw #29 – Revised Schedule A**

Moved by Councillor Gail MacDonald

Seconded by Darren MacDougall

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:

Emergency Services Centre Capital Reserve	2021	To provide for expenditures associated with the rehabilitation or replacement of existing capital infrastructure, or portions thereof to the Emergency Services Centre.
Public Art Reserve	2021	To provide contributions for future public art pieces throughout the Town of Stratford. The Town of Stratford will contribute an amount representing 1% of the Town's contribution to the total budgeted non-land costs of applicable capital projects. Applicable projects include new building construction, major additions and/or renovations to existing buildings, and significant park development projects by the Town of Stratford. Road work, water services, storm or sanitary sewer work or other service work or infrastructure projects are not applicable.

BE IT RESOLVED that the attached revised Schedule A to the Reserve Funds Bylaw, Bylaw #29, dated October 13, 2021, be hereby approved.

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

Question: **CARRIED**

d) **Resolution FT012-2021 Reallocation of Canada Community Building Funds (CCBF) Funds**

Moved by Councillor Gail MacDonald

Seconded by Councillor Jill Burridge

WHEREAS the Town of Stratford has an estimated \$4,025,406 in funding from the existing (2020-2024) Canada Community Building Fund (CCBF) that we have not yet spent. Of the

estimated surplus, there is \$908,093 in unallocated funding due to a change in the funding and an accumulation of interest. An estimated amount of \$515,244 needs to be reallocated due to slower than anticipated development of the core area and \$430,000 due a change in planned Town Centre Renovations.

BE IT RESOLVED that the \$515,244 of funding for the Core Area Development and \$430,000 for Town Centre Renovations be reallocated to the following projects that were approved in the 2021-25 capital budget as follows:

- \$685,485 for upgrades to Active Transportation.
- \$259,759 for the development of roads in the Community Campus.

BE IT FURTHER RESOLVED that the \$908,093 in unallocated funding be reallocated to the development of roads in the Community Campus that was approved in the 2021-25 capital budget.

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

Question: **CARRIED**

12. PLANNING, DEVELOPMENT AND HERITAGE

a) No Report

b) Permit Summary

Included in the agenda package for Council to review. Councillor Burrridge briefly reviewed the permit summaries.

13. INFRASTRUCTURE

a) Report

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

Wastewater Treatment Plant Decommissioning – The two buildings have been removed from the site. The contractor has removed all of the material from the geotube bags from the site. This material was brought to a farmer's field for land application, as approved by the Department of Environment. The smaller cell is currently being infilled, and the larger cell should be completed within the next few weeks. General site cleanup is ongoing.

Inflow and Infiltration Reduction Strategy – Three segments of sewer pipe will be rehabilitated by a cured-in-place pipe lining method. The contractor, Eastern Trenchless, will complete the work on East River Drive, Clifton Road, and Bayside Drive this fall.

Sewer Lift Station Upgrades - Four bids were received for the tender of phase I, with Landmark being the low bid. This phase would include approximately 800 meters of forcemain installed along Kinlock Road. We are awaiting confirmation of funding, due to a change of scope of the project before the tender can be recommended to Council for award.

Keppoch Road Multi-Use Trail – Work is progressing well on this project. Minor concerns at a few properties are being managed. The contractor is still expecting to have asphalt placed prior to the plants closing for the season.

SCADA System Upgrades – Phase 2 – Belanger Electric Ltd has completed approximately half of the upgrade work and will be fully complete by the end of the year.

Dry Storage Building – Coles Associates is preparing the design for the pole barn structure to be located at the maintenance building site at 21 Hollos Avenue. Construction is anticipated to begin in November.

Infrastructure staff has been busy with the following:

- Maintaining fields and grooming trails;
- Grass cutting;
- Bylaw complaints and investigations;
- Inspections and servicing of sewer lift stations;
- Water system maintenance;
- Water and sewer inspections and water turn-on for new development;
- Flushing of sanitary sewer mains;
- Winter equipment is being serviced; and
- Fall and Christmas decoration and lights are being inspected and serviced.

During the month of September, there were no major issues with the water distribution or wastewater collection system. There was a leak on the Utility side of a water service on Aylward Drive and it was repaired immediately once reported. There were two sewer backup complaints that were investigated, and it was determined that the issues were on the property owner's side of the laterals.

Councillor Burrige asked about the electrica vehicle chargers down at the waterfront, and the Deputy CAO replied that it is not currentl working, but Jerry Villard has investigated it and contacted the company to fix it.

Mayor Ogden noted that we received a letter from a resident who praised the work done by Heidi Wood and her staff. He added that our former gardener also did a great job. Councillor Gallant noted that Cotton Park looks great, and the flowers and shrubs are beautiful. He noted that Heidi even has a bucket of water for the dogs walking in the park. She is definitely a great addition to the Town.

14. COMMITTEE OF THE WHOLE

Nil

15. SUSTAINABILITY COMMITTEE

The Sustainability meeting was held earlier today. Councillor MacDougall noted that he had a work commitment and was not able to attend and noted that he would do a double presentation next month.

16. ACCOUNTABILITY AND ENGAGEMENT

Included in the agenda package for Council to review. Mayor Ogden noted that we reviewed the CAO Bylaw which was developed to articulate the Municipal Government Act (MGA) requirements as well as best practices for the CAO, and to create a formal process in evaluating CAO performance. Mayor Ogden noted that there were some in-camera items discussed that he hopes we will be able to provide more details on at a later date. A long term forecast was developed and is being used, and we do intend to release it to the public.

17. HUMAN RESOURCES

- a) No Report – Deputy Mayor Clow noted that the next Human Resources meeting will be held on October 14, 2021, to look at the resumes for the new CAO.

18. INQUIRIES BY MEMBERS OF COUNCIL

- a) Councillor Smith asked if there was anything to update on the Remembrance Day Ceremony and the recreation director replied that they are working through some ideas. An email was received from the Legions that are working through a process to do an online ceremony service, but we don't have the full details yet.

19. OTHER COMMITTEES

a) Stratford Community Seniors

The report was included in the agenda package for Council to review. Deputy Mayor Clow noted the following:

- The vacant unit in the building has been rented and the new tenant will move in on November 1, 2021;
- Fall maintenance on the gardens and trees has been completed;

- Our waiting list is getting short so we will be placing an ad in the Guardian asking for applications;
- The leak in the furnace room has been repaired by Entire Mechanical Contractors (EMC); and
- The budget for 2022 was approved by Canada Mortgage and Housing Corporation (CMHC).

20. APPOINTMENTS TO THE COMMITTEE

Nil

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, the meeting adjourned at 6:31 p.m.

Mayor Steve Ogden

Robert Hughes, CAO