

REGULAR MONTHLY COUNCIL MEETING

March 13, 2014

Approved Minutes

DATE: March 13, 2014
TIME: 7:37 p.m. – 8:51 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Councillors Emile Gallant; Diane Griffin; Steve MacDonald; Randy Cooper; Steve Ogden; Robert Hughes, CAO; Joanne Weir, Assistant Recreation Director; Kim O’Connell, Director of Finance and Technology; Vahid Ghomoshchi, Director of Planning, Development and Heritage; Jeremy Crosby, Director of Infrastructure and Mary McAskill, Recording Clerk

REGRETS: Deputy Mayor Clow

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor David Dunphy called the Regular Monthly Council Meeting to order at 7:37 p.m. and welcomed those in attendance.

2. APPROVAL OF THE AGENDA

It was moved by Councillor Randy Cooper and seconded by Councillor Diane Griffin that the agenda be approved as circulated. Motion Carried.

3. MINUTES

It was moved by Councillor Steve Ogden and seconded by Councillor Steve MacDonald that the Public Meeting Minutes of February 5 be approved with one correction – Councillor Ogden chaired the meeting. The Regular Monthly Meeting Minutes of February 12, 2014, be approved with the following correction – Councillor Ogden noted that at the last Council meeting he had asked Councillor Gallant what methodology is used in determining the locations of sidewalks in the Town, and Councillor Gallant had replied that the methodology used was the amount of traffic and risk, as well as the number of pedestrians. The Public Meeting Minutes of February 26 be approved as circulated. Motion Carried.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS FROM THE FLOOR

Nil

6. CARI REPORT

No Report

7. **CORRESPONDENCE**

Included in the package is a list of all correspondence sent and received since the last Council meeting.

8. **MAYOR'S REPORT**

Mayor Dunphy gave an overview of his report noting that since the last Council meeting he attended the following events:

- Along with CAO Robert Hughes, met with Charlottetown Chamber of Commerce President and Stratford business owner Keith O'Neill, to discuss various economic development topics related to Stratford.
- Did an interview with Kate McKenna of CBC's Compass, to discuss the recently announced 'New Build Canada Fund.'
- Along with fellow mayors and the Federation of Prince Edward Island Municipalities (FPEIM) met with Minister Sheridan and Deputy Minister David Arsenault to resume discussions on a revenue sharing agreement between the province and municipalities in PEI.
- Along with CAO Robert Hughes met with Minister Alan McIsaac to discuss issues of interest to the Town of Stratford – very good dialogue.
- Attended the Winter Carnival activities – the MacDougall-MacIntyre Senior Volunteer of the Year Award was awarded to Linda and Eldon Acorn at the pancake breakfast.
- Attended the Tapestry event where Lt. Governor Frank Lewis was also in attendance. Great event with good food and many great performances.
- Along with Robert Hughes, CAO and Jeremy Crosby, Director of Infrastructure, met with Doug Murray to discuss progress of the Trans Canada Trail and its path through Stratford.
- Attended public meetings on 'Beach Access.'
- Attended the Capital Area Coordination Committee meeting in Cornwall. The Charlottetown, Stratford and Cornwall mayors and CAOs were in attendance, as well as Minister Wes Sheridan and his Deputy Minister David Arsenault.
- Attended the official opening of the 55+ Games at the Pownal Sports Centre.
- Attended the Diversity and Inclusion Committee meeting where the next event *International Day for the Elimination of Racial Discrimination* was discussed. It will be a panel discussion and Bruce Rainnie of CBC will be the moderator.
- Along with CAO Robert Hughes, met with Premier Ghiz to present a 'Stratford Update' and various topics and issues of relevance to Stratford were discussed.

9. CHIEF ADMINISTRATIVE OFFICER

Report included in the package for Council to review. Robert noted that following is a report of issues and activities that are not covered under reports from committees:

Traffic Safety Marketing Strategy

The speed count data from Transportation and Infrastructure Renewal (TIR) has been received and following the March break a stakeholder session is planned to review the social marketing concepts developed by the consultant, and to review the TIR data to recommend speed limits and local collectors.

Robert noted that his report includes a list of meetings and events he attended since the last Council meeting.

Councillor Ogden asked Robert about the meeting he attended with TIR officials to discuss the Mason/Georgetown/Trans Canada intersection and traffic safety initiative. Robert replied that he did circulate an email to Council advising that TIR basically said what they said before - they want Council to make the decision on the location of the intersection. The cost was also discussed and they are no longer going to make us pay for the land that is required for the intersection. They also said that within a couple of weeks they will provide us with drawings that we can take to stakeholders and residents to show them the two options. Council will then be able to make a decision once feedback is received from the stakeholders and residents.

10. INFRASTRUCTURE

a) Report

Included in the package for Council to review. Councillor Gallant gave some background information on what he will be presenting in the resolution that will follow his report.

Councillor Gallant noted that the Stratford lagoon was built in 1980, so the plant has been in operation for more than 30 years. At the time it was built, it was for a population of 1,750 people. The Town has grown a lot, and our population has almost reaches 9,500 people and we have spent more than a million dollars over the past number of years on upgrades to the lagoon.

Councillor Gallant stated that we looked at short and medium term solutions, as well as a long term solution. In 2009, a number of options were looked at such as building a new treatment plant, or shipping the waste water product to the City of Charlottetown. These long term solutions were in the range of 10 to 12 million dollars. Council will still look at and evaluate the long term plans; however, in the interim has decided to go with a technology as a mid-term solution called 'Blue Frog' at a cost of 1,300,000.00. It was noted that the Blue Frog System is currently being used in other municipalities with

similar weather conditions and is operating well. This system will help us with our capacity and also with our odour problem that we experience every year.

In consultation with the Provincial Department of Environment, Labour and Justice, it was determined that the Blue Frog System (or similar upgrade) would be required to ensure that the effluent quality requirements are met and the continued growth of the Town is not hampered. The design capacity of the upgrade is 4000 m³ per day while the current flow to our plant is 2700 m³ per day. The life of the upgrade will depend on the Town's growth and the performance of the new technology, but we expect it will provide at least 5 to 10 years of acceptable service which will allow more time to develop a longer term solution.

The cost of the Blue Frog System, including upgrades to the front end of the plant to remove debris is \$1.5 million – two thirds of which will be funded from the Federal 'New Deal for Cities and Communities' funding that we received over the past several years.

Councillor Gallant stated that the Infrastructure Committee and Council feel very strongly that this project will work well for us.

b) Resolution INC001-2014 – Wastewater Treatment System Upgrade

Moved by Councillor Emile Gallant

Seconded by Councillor Randy Cooper

WHEREAS the existing lagoon sewer treatment plant is not performing to the required standard and we continue to experience odour problems during the spring turnover; and

WHEREAS the implementation of a long term solution is still several years away due to the need to complete the analysis of options, negotiate agreements, seek environmental approvals, secure infrastructure funding and design and construct the required infrastructure; and

WHEREAS an operational review of the plant was conducted by an independent consultant in the summer of 2013 which recommended that a new technology be implemented to ensure that the effluent quality and odor issues are resolved until a long term solution can be implemented; and

WHEREAS the system being proposed is supplied by C&M Aquatics Management Group Ltd. – the Blue Frog System. This system is a combination of water circulators and continuously stirred tank reactors that optimize and promote growth for the large number of microbes within the system. The microbes in the system digest the organic sludge and begin pond revitalization.

The system will consist of the following:

1. One Blue Frog Floating Tank (Continuously Stirred Tank Reactor CSTR) – this reactor creates flow equalization and performs odour suppression;
2. Eighteen additional circulators located throughout the system – These circulators create a continuous virtual lagoon cap while inducing gentle mixing and excellent odour suppression; and
3. One exit clarifier – the clarifier sinks the solids prior to discharge, allowing the cleaner less dense water to be discharged to the environment while maintaining the solids in the lagoon system.

This three step process results in an efficient and adaptable wastewater treatment process that will meet the required effluent quality and virtually eliminate odours and drastically reduces the requirement to de-sludge the lagoons on an ongoing basis; and

WHEREAS the cost of the proposed system is **\$1,300,000.00** including delivery, installation and excluding taxes; and

WHEREAS a capital budget of \$1,500,000.00 was approved for the purchase and installation of the Blue Frog system including consulting fees and the installation of an upfront screening device; and

WHEREAS \$960,000 in funding from the Town's allocation of the Federal New Deal for Cities and Communities (Gas tax) Program has been allocated to this project.

BE IT RESOLVED that we enter into an agreement with C&M Aquatics Management Group Ltd for the installation of the Blue Frog system at a cost of **\$1,300,000.00** excluding taxes.

Discussion: It was noted that this resolution bears the recommendation of the Infrastructure Committee and the Committee of the Whole.

Councillor Ogden stated that one of the things that is important is if the lagoon is going to remain in the same location it also needs to be made more presentable as part of another initiative – the gateway to the Town. Councillor Gallant replied that it is part of the plan to make the area around the lagoon more aesthetically pleasing, as it is the entrance to the Town. He added that there was some money put into the capital budget to do it this year.

Councillor Ogden asked if there will be a walking trail between the lagoon and the shoreline that connects to the bridge and Councillor Gallant

replied that part of that trail will be the Trans Canada Trail and will follow the waterfront to the bridge.

Mayor Dunphy feels this is a good solution for the plant and thanked Councillor Gallant, and Jeremy Crosby and his team for all their work on this project. He also thanked Council for coming to an agreement on the issue.

Councillor Gallant stated that he would also like to thank staff. He noted that originally he wanted a long term solution right away, but once he and saw the presentation by the Blue Frog Company, it gave him and committee members some good insight into what the company is capable of and he became comfortable with this option. He added that the entire Infrastructure Committee also felt that this option would work.

Question: **CARRIED**

11. RECREATION, CULTURE AND EVENTS

a) Report

Included in the package for Council to review. Councillor MacDonald gave an overview of the report. He noted that the Recreation, Culture and Events Committee was very pleased with the turnout at the winter carnival. There was a wide host of activities throughout the four days (February 20 to 23). The Stratford Lions Club once again did a marvelous job serving 515 people at the pancake breakfast.

Councillor MacDonald noted that the official opening of the winter carnival included the presentation of the *Stratford MacDougall-MacIntyre Senior Volunteer of the Year Award* for 2013 to Eldon and Linda Acorn. Our heartfelt congratulations go out to Eldon and Linda.

The Kaleidoscope 2014 Festival Committee continues to meet on a regular basis. The festival is planned for the Victoria Day weekend of May 16 – 19.

It was noted that the Town, in association with Derek A. French Professional Services, is developing a strategy for a municipal park at Fullerton's Creek. The Town would like to hear from as many residents, stakeholders, and interested parties as possible.

The Stratford Minor Basketball Association held its 10th Annual Jamboree on February 15 and it was the largest to date, with 38 teams representing seven distinct Associations across PEI.

The Town celebrated *Pink Shirt Day* on Wednesday, February 26, along with the City of Charlottetown, the Town of Cornwall and the City of Summerside. The 2014 Pink Shirt Day was coordinated by Stratford resident and Youth-Can-Do executive member Joe Killorn.

Youth-Can-Do (YCD) is preparing for the March break with some special activities planned for the week.

Included in the agenda package is a list of events held in the month of February.

Councillor Griffin stated that she was very sorry to have missed the winter carnival as she was away on vacation. However, she has heard many good things about the carnival from residents and would like to congratulate the staff for a job well done.

Mayor Dunphy agreed that the winter carnival was again a great event and well attended. He thanked Councillor MacDonald and recreation staff for their work on the event.

Councillor MacDonald thanked Joanne for her excellent work in the recreation department.

12. FINANCE AND TECHNOLOGY

a) Report

Councillor Cooper noted that the committee held a meeting on Monday, March 10. He took a moment to thank Kim, Paulette and all those involved in helping prepare the 2014 budget.

Councillor Cooper stated that one of the items that is a carryover from 2013 is the RCMP coming back to give an overview of the costing for the policing in Stratford. He noted that the RCMP will be invited back in May or June to continue their presentation. He noted that the new civilian clerk will be starting very soon and will be working out of the Maypoint office, but working in conjunction with the Town of Stratford and the Town of Cornwall.

Councillor Cooper stated that we need to thank Minister Sheridan and his staff for providing the 1% increase that is being applied to the grant this year. One thing that we did check out regarding the grant that has been offered for the last year, based on the shortfall from the provincial portion of the HST, we are getting a grant of \$150,000 and according to our own calculations we should be owed somewhere in the range of \$230,000 to \$250, 000, so we are falling about \$100,000 short and hopefully these things will be worked out at the revenue sharing agreement committee meetings.

Councillor Cooper stated that the committee has also been asked to look at how the Town can work with online billing for the Stratford Utility. The committee will be discuss and research the issue in the coming months and bring some ideas and suggestions forward to Council.

b) Resolution FT006-2014 – Amendment to Utility Collection Policy

Moved by Councillor Randy Cooper

Seconded by Councillor Emile Gallant

WHEREAS the Finance and Technology Committee and the Infrastructure Committee reviewed the Utility Collections Policy; and

WHEREAS it recommended that we no longer send out registered letters to utility customers, as the cost has increased substantially and other municipalities do not use registered letters to collect on overdue accounts.

BE IT RESOLVED that the Utility Collections Policy, Policy 2004-SUC-01, be hereby replaced by the attached amended Utility Collections Policy.

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

Councillor Cooper gave some clarification that may not have been included in the resolution. He noted that if you compare the old and new policy you will see that it is ‘tightening up’ the wording and making some adjustments to the policy. He noted that the registered letter requirement has been removed completely from the policy. With the increase in the bylaw enforcement officer’s hours this year, we feel that the bylaw enforcement officer would have more influence collecting overdue accounts face to face.

Question: **CARRIED**

13. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Included in the package for Council to review. In Deputy Mayor Clow’s absence, Councillor Ogden gave an overview of the report. He noted that there were three public meetings held to discuss several planning and development permits - Thoughtful Squash Cafe, the dog grooming business, and the car wash and all three have been approved.

There was also a public meeting to discuss the configuration of the shore line access and the meeting was very well attended. He added that based on discussions and input we received; we will have to take a very hard look at this issue.

Councillor Ogden noted that there are on-going meetings to review the draft of the official plan and it will be a few months before it is finalized.

b) Permit Summary

Included in the package for Council to review. Councillor Ogden stated that our numbers are up noticeably, but not markedly. There was a brief discussion on the numbers and the director of planning stated that the planning department received two applications; however, this time last year the department had not received any.

14. COMMITTEE OF THE WHOLE

a) Resolution CW005-2014 Election Bylaw Amendment – Bylaw 31A, First Reading

Moved by Councillor Diane Griffin

Seconded by Councillor Steve Ogden

WHEREAS the Chief Electoral Officer has requested some amendments to the Stratford Election Bylaw as follows:

- that the advance poll be closed early on Halloween, as one of the polls falls on Halloween this year.
- that there be a change to determination day to ensure that it occurs before the swearing in ceremony.
- that the Chief Electoral Officer be authorized to allow additional persons to be present in the polling station during the counting of the ballots.

AND WHEREAS Council reviewed and agreed with the proposed amendments.

BE IT RESOLVED that the attached Bylaw, Bylaw 31A, a Bylaw to amend the Stratford Election Bylaw (Bylaw 31) be hereby read and approved a first time.

Discussion: It was noted that this resolution bears the recommendation of the Committee of the Whole.

Question: **CARRIED**

15. SAFETY SERVICES

a) Report

Included in the package for Council to review. Councillor Ogden gave a brief overview of the report noting representatives from both the RCMP and the fire company were in attendance. He noted that the discussion continued from the last meeting regarding the problem of false alarms received by the fire company. The problem is people are not aware of the maintenance requirements and alarms are not being installed by qualified technicians. However, the fire company feels that education may help the situation.

The committee also discussed the traffic safety issue at length. Councillor Ogden stated that he is pleased to hear that the traffic safety report has been received from the

province, and we will now be able to move forward on a number of measures over the summer.

There were some issues regarding buildings that are higher than 35 feet tall, as the fire company does not have a ladder truck. Councillor Ogden noted that we need to know how many buildings are higher than 35 feet tall, and the committee will continue their discussions on this issue at the next meeting.

b) Street Light Report

LED Street Lights – Councillor Ogden stated that there is a perception that we don't need as many LED lights as they seem to be very efficient, so there is some work that needs to be done to see how they compare to the sodium lights.

c) RCMP Report

The RCMP Report for February 2014 was included in the package for Council to review. Councillor Ogden noted that the total number of complaints is staying about the same. Mayor Dunphy asked Councillor Ogden to ask the RCMP why the number of tickets issued is so different, and gave an example of February of last year the number of tickets issued was 28 and this year it was 12.

Councillor Ogden replied that he will ask the question and added another important statistic is the number of complaints they responded to in the community year to year which to date for 2014 is 195 and for 2013 was 188. That is a reflection of increased police activity in the community.

d) Humane Society Report

The Humane Society Report for February 2014 was included in the package for Council to review.

e) Transit Report

Councillor Ogden stated that there was a lengthy discussion on the transit system. He noted that he and Councillor Emile Gallant; Robert Hughes, CAO; Kim Dudley, Community Engagement Coordinator; and Mareanne Bagley of Trius Tours met to discuss ways of improving the system. He also noted that there is a tentative meeting date of April 2 to meet with the transit riders to gain their input and recommendations.

The transit numbers are in the package and they are up noticeably. The transit drivers also feel there are more riders. Councillor Gallant noted that he is now a resident of the 'Bunbury' area of the Town and taking the bus again. He stated that just this evening there were 26 riders on the bus. Robert added that the February numbers are the highest February numbers since the transit system started.

It was agreed that we have to get people on the bus and it was suggested maybe a week's free pass would get people to try it. Councillor Ogden agreed and added there are many advantages to taking the bus.

f) Fire Company

Councillor Ogden stated that there was a Fire District meeting held, so the fire company delayed their regular monthly meeting until March 17. A report will be given at the next Council meeting.

16. SUSTAINABILITY

- a) Mayor Dunphy gave a verbal report noting that the main portion of the meeting was a presentation by Kelley Arnold of the Stratford and Area Watershed Improvement Group (SAWIG). She gave the background of the watershed group, and some of the activities the group undertakes on a yearly basis. SAWIG has been in existence for only five years but has accomplished quite a bit in that time.

Mayor Dunphy noted that one of the things the committee discussed was funding, and the Town, in partnership with the Stratford and Area Watershed Improvement Group, is proud to be a recipient of the 2014 TD Greenstreets fund in the amount of \$4500. These funds will be used by the Stratford and Area Watershed Improvement Group to help protect the environment and educate residents about the local watershed. The funding will be used to plant large native Acadian forest trees along the newly constructed section of the Trans Canada Trail within the Fullerton's Creek wellfield. Additionally, a portion of the funds will go towards the Acadian Forest Field Guide for Youth. Currently under development, this field guide will include information on the importance, unique characteristics and species that make up the Acadian forest. Developed specifically for youth, the guide will encourage learning about the local forests in a fun and family oriented manner. The field guide will be distributed in May at "Waters Cool," a day long field trip to the Stratford Town Centre that introduces students to water conservation and various aspects watersheds (including buffer zones, forestry and wetlands) in an interactive and activity-based environment.

Our close working relationship with SAWIG demonstrates the Town of Stratford's commitment to the natural environment and our recognition of SAWIG as a valuable partner and important part of building the best community possible.

Mayor Dunphy noted that the committee is continuing discussions regarding the Community Economic Development Business program.

It was noted that the committee is also looking at some design work to improve the gateway entrance to the Town.

Mayor Dunphy noted that March 31 is the International Day for the Elimination of Racism and Racial Discrimination and there will be a panel discussion held at the Town Centre at noon with Bruce Rainnie as moderator.

17. ACCOUNTABILITY AND ENGAGEMENT

- a) Report included in the package for Council to review. Councillor Griffin noted that there was a tremendous response to our annual resident survey (765) and this is the best response we have had to date. She noted that we are hoping to have the analysis of the surveys from Insight Marketing within the next month. There were the usual questions for comparison, as well as a few new questions.

Councillor Griffin noted that the committee has been spending quite a bit of time on the key performance indicators (kpi's) so we will have a set of targets and a way of measuring if we are meeting the targets. Councillor Griffin noted that transit use would be a target indicator.

Councillor Griffin noted that our Town has agreed to take part in a project titled Equity and Inclusion in our Cities – Strengthening the Gender Equality Practices in Cities through an Intersectional Model. It is an all women initiative, originating in Ottawa, the project aims to strengthen the capacity of municipalities, women leaders and community agencies to address diversity, equity and inclusion. Our Town was selected and the other three taking part are the cities of Vancouver and Toronto, and the Region of Peel, to participate in the creation of a community equity and inclusion lens and the development of a “How to Manual” to guide municipalities in the implementation of the Lens for their own circumstances. Councillor Griffin stated that it is a real honour for us to be selected to participate in this project. We are pleased that our efforts in the area of diversity and inclusion have been recognized at the notational level.

Mayor Dunphy stated that he was pleased with the participation of residents in regards to the resident survey. It was our best response ever.

18. HUMAN RESOURCES

- a) Nil

19. PROCLAMATIONS

- a) Nil

20. OTHER COMMITTEES

- a) **Stratford Seniors Complex**

Report was included in the package for Council to review. Councillor MacDonald noted that everything is going well at the complex and all units are rented.

Pink Shirt Day

Councillor Ogden stated that the pink shirt day was a very successful and significant event and he took a moment to publically thank resident Joe Killorn for all his efforts. Mr. Killorn coordinated activities with the schools and arranged an event at the provincial legislature. Councillor Ogden stated that Mr. Killorn is doing a great job and he should be recognized and thanked for his efforts.

21. ADJOURNMENT

There being no further business the meeting adjourned at 8:51 p.m.

Mayor David Dunphy

Robert Hughes, CAO