

REGULAR MONTHLY COUNCIL MEETING

August 9, 2017

Approved Minutes

DATE: August 9, 2017

TIME: 4:30 p.m. – 6:24 p.m.

PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Randy Cooper; Councillors Keith MacLean; Gary Clow; Gail MacDonald; Steve Ogden; Jody Jackson; staff members Robert Hughes, CAO; Kim O’Connell, Director of Finance and Technology; Patrick Carroll, Director of Planning, Development and Heritage; Joanne Weir, Recreation Director; Erin Clarke, Community Engagement Coordinator; and Mary McAskill, Recording Clerk

REGRETS: Jeremy Crosby, Director of Infrastructure

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

It was moved by Councillor Jody Jackson and seconded by Councillor Gail MacDonald that the agenda be approved with the following changes: Safety Services will be item #10; Planning, Development and Heritage will be item #11; Recreation, Culture and Events will be item #13; and Infrastructure will be item #15. Motion Carried.

3. MINUTES

It was moved by Councillor Steve Ogden seconded by Deputy Mayor Randy Cooper that the Regular Monthly Meeting Minutes of July 12, 2017 be approved as circulated. Motion Carried.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS

Nil

6. CARI REPORT

No Report

7. CORRESPONDENCE

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

Councillor Ogden asked about items #17 (development agreement) and item #18 (jobs for youth funding program agreement) listed in the incoming correspondence. Robert believes they are signed agreements being returned to the Town, but he will check into it to be sure and will advise Councillor Ogden.

8. MAYOR'S REPORT

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

- along with the CAO met with Craig Mackie of the PEI Association of Newcomers to Canada to discuss the possibility of permanent residents being allowed to vote in municipal elections in PEI.
- along with the infrastructure director Jeremy Crosby, and infrastructure committee member Scott Christian, we evaluated the wastewater collections system RFP responses.
- along with Robert Hughes, CAO, and Councillor Jackson – met with Frank Morrison and Gary MacDougall of Smoke-free PEI to discuss the promotion of smoke-free places in Stratford.
- attended the Community Energy Plan presented the Town's community energy coordinator Ben Grieder.
- attended a fire company meeting to discuss the proposed new roundabout and the new fire hall facility.
- was interviewed by CBC regarding Stratford's solar panel project.
- met with Cecil Villard of PEI Special Olympics to discuss the 2018 Canada Special Olympics. Nova Scotia is hosting the 2018 Games and PEI is hosting the bowling portion of the Games.

9. CHIEF ADMINISTRATIVE OFFICER

Report included in the package. Robert noted that he was on holidays for the past two weeks, and he took a moment to publicly thank Jeremy Crosby for looking after things in his absence.

Councillor Ogden asked if there was a recent meeting with the transit authority and Robert replied that the Steering Committee hasn't met, but there is a meeting scheduled with the operator for August 10 to talk about the expansion of the system.

10. SAFETY SERVICES

a) Report

Included in the package for Council to review. Councillor Clow noted that Sgt. Leanne Butler of the RCMP attended the meeting, and there was a good discussion on the

issues in the Town. Councillor Clow also noted that he asked that the report the RCMP submits to the Town include the location of where tickets are being issued. A copy of that report was included in the package and Councillor Clow asked Sgt. Butler to give an overview of the report which she did.

Sgt. Butler noted that this is the first attempt at the new format and reports going forward may not be exactly the same. Citizen's privacy needs to be considered, and some of the descriptions will be generic. She noted that if Council would like something added or changed to the report to let her know.

Councillor Clow felt that the report was excellent. Mayor Dunphy added that because this is the first detailed report, we will review it internally to see which items are most useful and forward any comments to Sgt. Butler.

Councillor Clow stated that the province has agreed to give the Town a permanent speed bump on a trial basis, and Council will need to determine where to locate it.

Councillor MacLean noted that out of province vehicles are parking overnight on the bike lane on the Stratford Road, and asked if a sign could be put up. Mayor Dunphy asked that staff look into the issue.

b) Street Light Report

No report

c) RCMP Report

Covered under Reports

d) Humane Society Report

The Humane Society Report for the month of July was included in the meeting package.

e) Transit Report

Councillor Clow noted that we did not receive the Stratford portion of the report; however, ridership overall was up considerably. A copy of the Stratford report will be circulated to everyone once it has been submitted.

f) Fire Company

Councillor Clow stated that he and Mayor Dunphy met with representatives of the fire company to discuss going forward with the new fire hall.

g) Resolution SS004 – 2017 – Noise and Nuisance Bylaw Exemption – 14 Humphrey Drive

Moved by Councillor Gary Clow

Seconded by Councillor Steve Ogden

WHEREAS the residents of 14 Humphrey Drive are hosting a family wedding on August 12, 2017 on their property and have requested an exemption from the Noise and Nuisance Bylaw to allow the reception to continue until 1:00 a.m.; and

WHEREAS pursuant to Section 5 Noise and Nuisance Bylaw, Council may approve an application for an exemption from any of the provisions of the bylaw.

BE IT RESOLVED that an exemption from the Noise and Nuisance Bylaw be hereby granted for a wedding and reception being held at 14 Humphrey Drive on August 12 until 1:00 a.m. on August 13.

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

Question: **CARRIED**

11. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Report was included in the package. Councillor Ogden stated that there have been a lot of emails and comments about the initial development at Foxwood and he passed them on to the development officer Kevin Reynolds, who was in contact with the developer. He noted that the issue was around the buffer between the development and the existing residents, as well as the time of day the work had started. Planning director Patrick Carroll stated there was some work done ahead of time that shouldn't have been. Notification has been made to those involved in the work, and the development officer has been on site several times. Patrick added that it was work that would need to be done eventually, but they did it ahead of time. He also noted that he will discuss the Noise and Nuisance Bylaw with the CAO in regards to the time work is allowed to start.

Councillor Ogden asked if anyone was in contact with the residents who originally voiced concerns to let them know the status, and Patrick replied that he is waiting for an answer on mitigation, as he feels that it is an aspect the residents will want to know.

b) Permit Summary

The permit summary was included in the package for Council to review.

c) Resolution PH009 – 17 – Official Name – Fullerton's Creek Conservation Park

Moved by Councillor Keith MacLean

Seconded by Councillor Gail MacDonald

WHEREAS there is no official name for the park around Fullerton's Creek, where the Town's main well head is located; and

WHEREAS the Heritage Committee was asked to find out information on the history of the land, and come up with a recommendation for a park name; and

WHEREAS the Heritage Committee members agreed that *Fullerton's Creek Conservation Park* is a suitable name as it has been locally known for much of the history and describes the natural history of the area; and

WHEREAS the conservation park aspect will support the preserving and enhancing the natural heritage for long term.

BE IT RESOLVED that the approval be granted to the following name:

- Fullerton's Creek Conservation Park

Discussion: It was noted that this resolution bears the recommendation of the Planning, Development and Heritage Committee.

Question: **CARRIED**

d) Resolution PH010 – 17 – Larry Stewart – Density Variance (R3 Zone) 29 Stratford Road

Moved by Councillor Keith MacLean

Seconded by Councillor Gail MacDonald

WHEREAS an application has been received from Larry Stewart to develop parcel number 328021 (approx. 0.8 acre) into a 24 unit multiple attached dwelling, which is located at 29 Stratford Road;

AND WHEREAS this application requires a variance of 40% (or 7 additional units based on acreage on property records) from the density provisions of the Bylaw and existing traffic condition warrant a traffic study to assess impacts of this proposal;

AND WHEREAS in 2016, Council approved a rezoning of a portion of this parcel to Multiple Family Residential (R3 Zone) from the Two Family Residential Zone (R2) and a 16% density variance request to permit a 20 unit dwelling beyond the 17 units permitted within the R3 Zone;

AND WHEREAS, pursuant to subsection (7), twelve (12) letters were sent to landowners surrounding the proposed development on July 6, 2017 to obtain comments by July 25, 2017 and the traffic study was commissioned by the proponent;

AND WHEREAS no requests for information, input or complaints regarding the proposal were received by notified landowners and the traffic study conducted by CBCL Engineering and submitted by the proponent has not identified a capacity or traffic safety issue with the proposed development;

AND WHEREAS staff has confirmed that a 24 unit proposal would be permitted on 0.8 acres in the Waterfront and Town Centre Residential Zone without a density variance being required and the massing and building footprint for the 24 unit building is almost identical to the proposed previously approved 20-unit building;

AND WHEREAS the proposed development is consistent with the Town's Official Plan policies, specifically related to aging in place, accessibility and housing diversity;

BE IT RESOLVED that approval be granted to application VA-002-17 from Larry Stewart for a density variance of seven additional units (or 40%) to the current R3 zone to allowance for the development of a 24 unit, 3 story, multiple unit building subject to the following condition:

- That the developer, as a requirement for permission to develop, submit a landscape plan that outlines where trees will be preserved and where trees must be replaced at a ratio of 2 large caliper trees for each mature tree lost during construction.

Discussion: It was noted that this resolution bears the recommendation of the Planning, Development and Heritage Committee.

Councillor Clow asked if the results came back from the traffic study and Patrick replied that they did. He noted that there was an analysis done by the same company using the new numbers (24 units) and their conclusion was *that the proposed development may proceed as planned. No significant impacts are expected for the site driveway or the adjacent segment of Stratford Road or the intersections at the TCH and Glen Stewart Drive.*

Patrick stated that he wanted to qualify that analysis with part of the discussion which centered on the Town's long term plan in terms of streets and roads. The Town of Stratford's Master Transportation Plan which has not been verified and approved by Council, but has been accepted by the Province of PEI and was a partnership between the Town and province, was conducted in 2011 and these are the statements that were made regarding the Stratford Road – the province said it would be classified as a collector roadway, it would be part of the Town's arterial active transportation network, it appears that it will be serviced by transit – as long as the Town has transit, and it predicts that the two lane cross

section will be over capacity by 2026 - based on the projections we have from our housing study. Patrick stated that after confirming with the development officer, the development has unfolded in a fairly consistent way.

Patrick noted that this conceptual design has changed as there are two additional units on the second and third floor that have less square footage. The parking also required some alterations. Patrick stated that the concept on the outside of the building has not changed, although there was some dressing up of the garage door to make it look more inviting.

Councillor MacLean stated that overall he felt it was a good project for the Town and a good percentage of the parking will be underground. He added that he does have difficulty with variances, especially one of this size, but he supports the project because of the quality of the building. It is a property that will look good on the main road.

Councillor Ogden stated that he will support the request as it is a first with underground parking, and it was also addressed as a need according to the housing study.

Question: **CARRIED**

e) Resolution PH011 – 17 – 754653 Alberta Ltd. – Subdivision (R1-L Zone) Keppoch Road

Moved by Councillor Keith MacLean

Seconded by Deputy Mayor Cooper

WHEREAS an application has been received from 754653 Alberta Ltd. to subdivide parcel number 516021(approx. 27.23 acres) into 36 lots located on the Keppoch Road;

AND WHEREAS the proposal originally would have dedicated 3.11 acres (11.42%) to the Town of Stratford for parkland and open space, largely through linear parkland that would buffer and provide trails throughout the subdivision;

AND WHEREAS Council provided comments during the July Committee of the Whole meeting:

1. That the developer redesign the parkland proposed to be a more traditional parkland areas that expands the Towns existing parkland abutting the subdivision, and;
2. That a full ten percent of total land area be dedicated as parkland, none of which can include the stormwater management features. Council indicated it will

accept the developer transfer the density from the areas to retain/detain stormwater to permit the developer to increase the density on the difference between the area of the stormwater features and the total area;

AND WHEREAS the revised Plan now shows 36 lots and the parkland has been redesigned to remove “linear” elements and increase the acreage of lands to be dedicated adjacent to the Town’s existing Emmalee Park;

AND WHEREAS the total acreage in parkland that is not including the stormwater retention area is less than the full ten percent requested by Council but that the total parkland area including stormwater retention areas is 3.15 acres (11.57%), which is slightly higher than the previous proposal;

AND WHEREAS although Council has requested more parkland than has been proposed, staff assessment is that the proposed does meet Town policies and legislative requirements.

BE IT RESOLVED that Council grant preliminary subdivision approval to an application (SD003-2017) from 754653 Alberta Ltd. to subdivide parcel number 516021 into 36 Single Family Dwelling lots, subject to the following conditions:

- A. Conformance with the Survey Plan by Morello and Associates and SCL Engineering (File #216043) showing 36 Lots for Single Family Residential use.
- B. The Survey Plan shall be approved by the Department of Communities, Land and Environment.
- C. That a stormwater management plan be designed by a registered engineer using Low Impact Development guidelines that is approved by both Transportation, Infrastructure and Energy as well as the Town of Stratford.
- D. That the proposed parkland areas, as shown on the Survey Plan, be deeded to the Town of Stratford as parkland dedication.
- E. That the proposed subdivision meets all other requirements of relevant Town of Stratford bylaws and policies.
- F. That preliminary subdivision approval shall be valid for a period of 3 years from the date of this approval.

Discussion: It was noted that this resolution bears the recommendation of the Planning, Development and Heritage Committee.

Councillor Clow asked what happened to the full 10% of dedicated parkland Council asked for – why was it changed. Councillor MacLean stated that the developer was made aware of Council’s request. He added that they did lose one lot with the new configuration, and the

designer and the developer felt there was a fair amount with more than 11% total dedication, and they asked that the application be submitted.

Patrick stated that he does have a bit of an update. He and Mr. Hansen met just previous to the Council meeting and there was a bit of confusion. Mr. Hanson spoke with his landscape architect and it was his understanding that the dedication was at 10%. If you calculate it with the pond it is 11.57 %, but without the pond it is 8.8 %. Patrick demonstrated with the design on the overhead.

Mayor Dunphy stated that this is a concern because the issue was discussed at a Committee of the Whole meeting and it was agreed that the parkland dedication is to be 10%, excluding the storm water management portion.

Patrick explained that when there were design discussions, it was important that there be an access way retained (Patrick demonstrated the location on the overhead) which could potentially connect all the way over to the Foxwood development and this would be the linkage to it, but without that linkage it would be lost. As the design became clear it was realized that two storm water ponds would be needed. There was always to be some open space in the location and that was based on staff assessment and policy, so we felt that would still be counted as parkland.

For clarification, Mayor Dunphy asked if the green space around the lower retention pond is to be considered in the 10% and Patrick replied that it is included in the 8.8% number, because there is the pedestrian access that would access Keppoch and we were granting an allowance for that. Mayor Dunphy stated that this is an issue for Council because we had indicated that we wanted the retention pond excluded from the parkland dedication.

Councillor MacLean noted that without this access residents would have to walk all the way back to Eastern Realities to come out on the other road, but this would allow access along the pond right on to the Keppoch Road.

Patrick noted that we had an indication from the adjacent landowner that they were working with the developer on a potential access, but they were not able to come to a workable solution for both parties. However, today they said that they would consider it. Patrick stated that this is new information and the landowner requested that the file be held so they could continue discussions. He emphasized that they were not saying they didn't support the subdivision – there was no direct

complaint – there was a request that they be able to finish discussions. However, the developer wanted the request to go forward.

Councillor MacLean stated that he has a concern regarding the new information, because that means the committee's recommendation was based on inaccurate information, and Patrick agreed that their recommendation was based on the information they had at the time.

Councillor Ogden stated that his main consideration was for the residents of Celtic and Picton Beete. He asked that it be looked at again and asked why there can't be an access point onto the Keppoch Road. There is already a problem with the traffic coming from Foxwood. However, Patrick noted that the information he received from the traffic engineer at the province, given the distance between the existing intersection and where a new intersection would be, it would be hard to justify the roads so close together and they wouldn't encourage this type of development. Councillor Ogden stated that for him development should not negatively impact existing neighbourhoods and traffic safety issues have long been identified for Celtic Lane. He added that until he can get a good answer to why there can't be an access point onto the Keppoch Road he can't support this resolution.

Mayor Dunphy read an excerpt from the bylaw regarding parkland – 25.7 (1) Council may require, for the purpose of developing parkland, which may include a trail system, that 10% of the lands being subdivided shall be conveyed to the Town. The physical condition, location, size and shape of parkland shall be determined by Council.

Mayor Dunphy stated that we discussed this at the Committee of the Whole meeting and read from the July 5, 2017 Committee of the Whole minutes *After further discussion it was agreed that the developer will be formally notified that we want 10% parkland adjacent to the existing park, and we are willing to look at a density bonus for the extra space they need for stormwater.*

Mayor Dunphy noted that we asked for 10% adjacent to our existing park because we wanted to create a nice park. We were willing to look at a density bonus for stormwater and they could have made some minor alterations instead of taking it from greenspace to get the 10%. Patrick replied that he can't explain that, but it was conveyed to them.

Councillor MacDonald asked if any consideration had been given to a park dedication fee that could bring it up to the 10% and Patrick

replied that this was something that was also brought up by Councillor MacLean.

Councillor Clow felt that with such a large piece of land there is no reason why it can't be 10%.

Councillor Ogden suggested that the resolution be deferred until the next Council meeting in order to be fair to the developer, and to allow time to address some of the issues being discussed.

RESOLUTION

It was moved by Councillor Steve Ogden and seconded by Councillor Gary Clow that Resolution PH011 – 17 – 754653 Alberta Ltd. – Subdivision (R1-L Zone) Keppoch Road be deferred until the next Council meeting.

Discussion: Councillor Ogden stated that the planning committee did not have up to date information when they made their recommendation and this would allow them time to review the new information.

Councillor MacLean asked the planning director if he knew the size of the lots without the land swap – would they be acceptable, as he feels this would be the only information the committee was missing. Mayor Dunphy asked if the committee knew what the greenspace was when they voted and Patrick replied that they didn't – they had the visual assessment.

Councillor Ogden stated that he didn't get an answer to his question regarding the access point. Patrick stated that it is hard to get a written answer on this question because nothing formal was submitted to the province. He added that he can look through the records to see if there are any technical comments on this issue.

Question: **DEFERRED (1 AGAINST– Councillor Keith MacLean)**

11. FINANCE AND TECHNOLOGY

a) No Report

Report was included in the agenda package.

b) Financial Statements

Included in the agenda package.

c) **Resolution FT010 – 2017 Clean Water and Waste Water Fund (CWWF) – Asset Management Program Funding**

Moved by Deputy Mayor Randy Cooper

Seconded by Councillor Keith MacLean

WHEREAS the Town of Stratford received funding under the Clean Water and Waste Water Fund (CWWF) towards the purchase of an Asset Management/integrated Software System; and

WHEREAS the Town of Stratford currently uses the TownSuite Software System for accounts payable, receivable, general ledger and payroll, and TownSuite has asset management modules that are fully integrated with the financial modules.

BE IT RESOLVED

- that the Town of Stratford apply for a grant opportunity in the amount of \$48,000 from the Federation of Canadian Municipalities Municipal Asset Management Program for Town of Stratford Asset Management Framework; and
- that the Town of Stratford commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities Municipal Asset Management Program to advance our asset management program:
 1. Develop an Asset Management Strategy for the Town of Stratford
 2. Collect financial data to integrate GIS data into our financial accounting system and ensure that our general ledger chart of accounts is set up to accept the new Asset Management module.
- And that the Town of Stratford commits \$12,000 from its operating budget toward the costs of this initiative.

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

Deputy Mayor Cooper noted that the Town received funding through the CWWF for the asset management system. There is funding available through the Federation of Canadian Municipalities (FCM) but the only way it can be accessed is if a formal resolution is passed by Council. Deputy Mayor Cooper stated that this is for consulting and it is work that has been

budgeted for on the operational side for the Town and the Utility. There is \$32,000 - \$36,000 that was allocated in the last budget to set up the system when we receive the software. It was noted that the \$12,000 is not new – it is part of the \$32,000 or \$36,000 so we are not spending any new money, however, this is an opportunity to receive more funding for the setup.

Question: **CARRIED**

12. RECREATION, CULTURE AND EVENTS

a) Report

The report was included in the agenda package for Council to review. Councillor MacDonald highlighted some of the items contained in the report. She noted that the hosting of tournaments, special events and ongoing supervision and maintenance of summer recreational activities provided for a busy month for staff.

The Stratford Minor Ball Association, under the leadership of Scott Taylor, took the initiative called 'Challenger Baseball' to provide an opportunity for children with cognitive or physical disabilities to enjoy the thrill of playing baseball and being part of a team. Participants develop physical and social skills and all the benefits of participation in baseball at a level structured to their abilities, and games are played in a fun and safe environment.

Stratford defeated the Cornwall Cougars in the finals at the 134U/Peewee "AA" Eliminations. Stratford will now represent PEI at the Baseball Atlantic 13U "AA" Championships in Conception Bay South, Newfoundland from September 15 to 17, 2017.

The summer day camp program has 19 – 27 children in attendance each week and takes place at various locations within the Town.

Councillor MacDonald noted that thank you cards have been sent to residents who volunteered their time at the Town's very successful Canada Day celebrations.

The Town of Stratford held a flag raising ceremony to recognize Pride Week 2017 on July 24 and members of PEI Pride and members from the Diversity and Inclusion Committee were in attendance.

The intro to sports program continued this summer with 40 children registered. The program is for children ages 3 to 6 and it introduces four different sport activities – soccer, t-ball, tennis, and basketball.

The Stratford Youth Council has left for their leadership trip on August 8, and it will include stops in Quebec City, Montreal, Ottawa, and Toronto.

Councillor Ogden noted that he received a question from a resident regarding the 'Trails Day' being held on August 25 or 26. Fourteen communities received funding from the Canada 150 Committee to hold events but Stratford was not one of them, and he wondered why. Robert replied that we were made aware of the funding opportunity, but because it was a very tight window of time, we were unable to put together an application.

Councillor Clow noted that he had some concerns brought to his attention regarding the cricket field. Some residents felt the field was not being used, and recreation director Joanne Weir replied that cricket is played every weekend, and she will check to see if they play through the week as well.

Deputy Mayor Cooper took a moment to thank the people responsible for the cleanup at Pondsides Park.

Councillor Jackson stated that some landowners are asking what the plan is for the Kinlock Beach parking lot, and he asked if the Town could get some information to the residents of the area. Mayor Dunphy stated that he doesn't have all the details at this time, but there are some questions we need answered before a final decision can be made.

Mayor Dunphy thanked Councillor Jackson for picking Stratford as the location for their motorcycle event held over the weekend. It is great to see these types of events in Stratford and it is great that it benefitted a charity like the Challenger Baseball.

Councillor Clow noted that Earthform also held a charity event over the weekend for the IWK Children's Hospital and it brought a lot of people into Stratford. He also noted that 3rd Degree had a benefit for the QEH Hospital and attendance was great.

15. INFRASTRUCTURE

a) Report

The report was included in the package. Mayor Dunphy noted that some of the items being worked on by the infrastructure department are as follows:

Waste Water Treatment Plant Update – the facility is working well.

Wastewater Collection System to the Charlottetown Pollution Control Plant – the RFP for engineering services has closed and the proposals were reviewed. Once we have a

long term agreement with the City of Charlottetown, the RFP will be awarded.

Sidewalk Construction – Georgetown Road to Upper Tea Hill Crescent. It was noted that we are waiting on funding.

Mason Road Trans Canada Trail Extension – Mason Road – the surface is ready for gravel and asphalt and we are waiting for Maritime Electric to install power pole anchors over the trail.

Hopeton Road/Horton Park Water Extension – all water pipe is installed and test results are good; we are now waiting for the final deficiency tour with the contractor and we expect to be online by September.

Eastern Realities Phase I and Phase II Water Extension – the expected timelines are outlined in the table.

Phase	Tender Open	Tender Close	Tender Period
Phase I	August 5	August 24	3 weeks
Phase 2/3	August 19	August 31	2 weeks

Baker Trail – gravel was laid on the trail from Clearview Drive to Strawberry Lane.

Clearview Estates Nature Trails – Some natural paths were just cut throughout the Clearview Estates open space and pond area and work continues on these trails.

Metering – meter installation tender will go out August 12 and the final decision on the type of meter will be made soon.

Mayor Dunphy noted that there was a press release sent out regarding water use. It was noted that we do not have any issues in regards to water supply; we just wanted to remind residents to be aware of their water usage, to ensure we have water for the long term.

13. SUSTAINABILITY

- a) No written report. Councillor Jackson stated that the committee will be meeting on Thursday, August 10. He noted that the committee will be reviewing the updated Community Energy Plan draft, and there will also be some preliminary discussions on 'smoke free places.'

Councillor Jackson thanked Erin Clarke for a great 'Think Stratford Campaign' adding that everything went very well.

Councillor Jackson also wanted to draw attention to the new Auto Spa and the new Butcher Shop now located in the Town. He also noted that Robin's Donuts is undergoing renovations and a Greco Pizza is being added.

Councillor Ogden asked about the energy plan and if there will be public consultation. Councillor Jackson stated that he will have to speak to the community energy coordinator Ben Grieder about timing, but hopefully very soon. He noted that the plan will be reviewed by the committee at the August 10 meeting, and then it will need to go to Council for final approval.

Councillor Ogden stated that the energy plan is an excellent piece of work and he wanted to compliment the staff who worked on it.

13. COMMITTEE OF THE WHOLE

Nil

17. ACCOUNTABILITY AND ENGAGEMENT

a) Report

Included in the package for Council to review. Councillor Ogden gave an overview of his report noting that there was a discussion and a recommendation to include the question '*would you fill out the resident survey if it was only online – no paper copy*' in the next issue of our resident survey. He noted that this will allow us to make a decision about whether or not to discontinue the paper copy, as there was some concern about a whole demographic being missed if the paper copy is discontinued.

Councillor Ogden noted that in the resident survey there were a lot of detailed comments. Residents took the time to provide the Town with their comments, and he felt that we should look at common themes and determined what action, if any, could be taken.

Robert noted that he met with some of the members of the watershed board, and watershed coordinator Kelley Farrah regarding a Tree Bylaw. This will be an item the next agenda.

Councillor Ogden stated that the Open Government Bylaw was discussed and there was some concern expressed around the logistics of open meetings, publishing minutes of all meetings, and publishing all agendas. The big issue will be providing the residents with all the background information to the agenda items for Council and committee meetings.

There was also some discussion regarding the concept of having permanent residents who are not Canadian citizens vote in municipal elections.

There was some discussion on the governance project. Robert stated that there is nothing to report at this time, as ACOA still hasn't ruled on it regarding the funding.

The RFP for the website renewal was circulated to the committee and the members were asked to review it and give their comments on it. Councillor Ogden stated that he read it and he felt it was very good. He noted that if we integrate some of the things that work well for other communities, it would be a huge step forward. He also felt it was important to look at it from a resident perspective – maybe through a focus group, or online survey.

Councillor Ogden noted that the way we currently review our engagement stats is not really useful, so we are looking at other approaches. He asked Erin if there was anything new to add and she replied that AOR was asked to implement the quick and easy changes based on their recommendations. She added that she can now print an analytics report that will capture more detailed website activity. Erin noted that she will continue to source additional information from Twitter and Facebook separately due to costs.

18. HUMAN RESOURCES

a) No Report

19. OTHER COMMITTEES

a) Stratford Seniors Complex – No Report

Councillor MacDonald noted that the vacancy at the complex has been filled, and CMHC has acknowledged receipt of our updated capital plan.

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Nil

22. ADJOURNMENT

There being no further business, the meeting adjourned at 6:24 p.m.

Mayor David Dunphy

Robert Hughes, CAO