

REGULAR MONTHLY COUNCIL MEETING

June 13, 2018

Approved Minutes

DATE: June 13, 2017
TIME: 4:33 p.m. – 8:20 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Randy Cooper; Councillors Gail MacDonald; Jody Jackson; Gary Clow; Steve Ogden; Keith MacLean; Robert Hughes; CAO; Jeremy Crosby, Director of Infrastructure; Kim O’Connell, Director of Finance and Technology; Kevin Reynolds, Director of Planning, Development and Heritage; Joanne Weir, Director of Recreation; Wendy Watts, Community Engagement Coordinator; and Mary McAskill, Recording Clerk.

REGRETS: Nil

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor David Dunphy called the Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those in attendance. He noted that this is always his favourite meeting of the year.

2. APPROVAL OF THE AGENDA

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

3. MINUTES

It was moved by Councillor Keith MacLean and seconded by Councillor Gail MacDonald that the Regular Monthly Meeting Minutes of May 9, 2018 be approved as presented. Motion Carried.

4. BUSINESS ARISING FROM MINUTES

Councillor Ogden asked if there was any further information about the study that is being done for the Glen Stewart area and Robert replied that we haven’t received any formal comments back yet, but they did make a commitment of what they will do for the Stratford Elementary expansion.

5. STRATFORD ELECTORAL BOUNDARIES

Deputy Mayor Cooper stated that the commission did a great job and he supports the recommendation as presented.

6. PRESENTATIONS FROM THE FLOOR

a) Water School Presentations

Councillors, Staff, Parents, and most importantly - Students,

On behalf of Town Council, I want to welcome students and their families and friends here today. The Town of Stratford places tremendous importance on our environment, and is very motivated to maintain the quality of our water, and the health of our waterways, forests, wetlands, and wildlife.

The Town of Stratford and the Stratford Area Watershed Improvement Group have just completed their seventh year of water school, and are proud of the success of this initiative and the lasting impact it has had on approximately 2300 students who have gone through the program over the last seven years. This education program has been remarkable, demonstrating the desire of our community and those within the watershed's boundaries, to become a more sustainable place to live, work and play. Through water school, the Town and the watershed group are instilling a sense of environmental responsibility into the students who attend, and the youth leave eager to change how they use water and treat the natural world around them. They also bring it back to their families and hopefully make a change. It is you students, who now have the responsibility of sharing your new knowledge with your family, friends and community.

You were chosen to be here today because we know you can make a change. We believe that you carry the message of water conservation and watershed protection better than anyone, and we trust all of you will go out and make a difference in your world.

Today we want to honour you for your achievement in winning the water school Calendar Art Contest. Your artwork sends a clear and beautiful message that your water and your environment are important to you. This award isn't just about sharing what you have learned with everyone you know, but being a leader of change in the way you live and in your way of thinking. It is a lifetime commitment of striving to change for the good of our environment, but we know you are up to this challenge.

So on behalf of the Town of Stratford, congratulations students, we are very proud of you. As a way to honour you here today, we have for you a framed piece of your artwork. Each piece of art will represent a month in next year's school calendar. The calendars will be given out to every child at Stratford Elementary, Glen Stewart Primary, and participating classes at Donagh and Vernon River schools before the end of this school year.

As I call your name, please come forward. Your winning artwork will be displayed on the overhead screen. The winning artwork for the month of:

July – Hannah Murphy
October – Summer Wood
January – Sarah Lou
April – Mya Beaulieu

August – Kayden McGuigan
November – Morgan Coffin
February – Daniel Chubbs –
June – Petra Klimes

September – Belle Panton
December – Abby Vos
March – Cheyenne Pollard

It was noted that each year there is one drawing that stands out for its unique message or slogan and is chosen for the cover of the calendar. This year's winner of the calendar cover and the month of May is Dora Long.

Mayor Dunphy took a moment to thank Kelley Farrar and Billy Ramsay for another successful program and all their hard work over the years. He thanked the students, their parents, and their grandparents for attending the award presentations.

Council had a brief adjournment at this time to take a picture with all the students and have some light refreshments.

Mayor Dunphy reconvened the meeting at 5:40 p.m.

b) Presentations from the Floor

Nil

7. CARI REPORT

No Report

8. CORRESPONDENCE

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

Councillor Jackson asked about the feedback from the business park survey and Robert replied that we didn't put a deadline on the survey, but so far we have received two or three back.

9. MAYOR'S REPORT

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

- A number of businesses participated in the **#ThinkStratfordRoadTrip** which was a number of radio commercials broadcast over a number of days, to bring awareness to the businesses located in Stratford. Mayor Dunphy felt the event was very successful and he thanked Wendy for all her work with the Stratford Business Group.

- Along with the director of infrastructure and the director of planning there was a meeting with Paul McCormac of Fox Meadow Golf Club to discuss stormwater management and watershed issues.
- Attended the Federation of Canadian Municipalities (FCM) annual conference and trade show.
- Mayor Dunphy noted that he attended some study tours while attending the FCM conference. He attended the Halifax Central Library which he noted was a beautiful and well used facility. He also noted that libraries are becoming more of a focal point in communities. Mayor Dunphy also attended a study tour of the Halifax Commons which is Canada's oldest urban park, and it had many amenities such as a skating oval, soccer fields, and a swimming pool just to name a few. One other tour was the tour of the Dartmouth 4-Pad facility. It was a very informative tour of the new rink that opened in September of 2017.
- Attended the Stratford Royal Canadian Army Cadet Corps 6th Annual Ceremonial Review.
- Attended, along with other members of Council and members of the Diversity and Inclusion Committee, a Mi'kmaq presentation on their history and culture.
- The Town hosted the federal and provincial announcement on funding to promote a low carbon economy via energy efficiency programs for residents and businesses.
- Made a presentation to the Mayflower Senior's Club on affordable housing.
- Participated in the QEH Eastlink Telethon and represented the Town.

Councillor Ogden asked if there were provincial representatives in attendance at the meeting with Paul McCormack and Mayor Dunphy replied that no there were none. Councillor Ogden asked if there were any action items from the meeting and will there be any further monitoring, and Mayor Dunphy replied that Mr. McCormack understands and agrees that stormwater management is the responsibility of the province. We do try to work with them as much as possible. We discussed what we could do to be more proactive during the construction phase. Mayor Dunphy noted that given the fact that it is a provincial responsibility they make the final call. The planning director added that he did acknowledge the good work that was done and he felt there could be more work done from a mitigation perspective.

Mayor Dunphy noted that at staff levels of the infrastructure and planning departments who have a relationship with the province - they can take the message to the province to try and get them to put a higher profile on stormwater management.

Councillor Ogden noted that when he spoke to Paul his concern was compliance monitoring. He felt the stormwater management plan was really well done, but he wanted to see some compliance monitoring. Jeremy replied that it was discussed at the meeting and it is the consultants on site who have to monitor that everything is done to specifications. Jeremy added that the province does not have resources to do it. He also noted that our contact person at the province has moved on to the federal government and her position has not yet been filled.

10. CHIEF ADMINISTRATIVE OFFICER (CAO)

Included in the package. The CAO noted that he met with the interprovincial federal, provincial, and municipal policy hack team and submitted our traffic safety initiative for review and it will be interesting to see what they come up with to improve traffic safety in the Town.

The classification of current positions using the Hay methodology has been completed, and with that information we will develop the compensation plan.

An application has been submitted to FCM for staff funding assistance for the Community Energy Plan implementation. However, we have been advised that decisions will not be made until the end of the year due to the volume of applications. The CAO is trying to see if there is something we can do in the interim so we don't lose momentum.

Mayor Dunphy noted that there were a few things he neglected to report earlier. This will be Joanne Weir's last Council meeting as she is retiring at the end of June. He personally thanked Joanne for her 31 years of service and for everything she did for the community. Joanne has certainly been a big part of the growth of Stratford. When people think about Stratford they think about recreation programs. We will miss you and we are sad to see you go, but we also wish you well in your retirement.

After nine years with the Stratford and Area Watershed Group working with the Town, Kelley Farrar is moving on to a new position, and we are sorry to see her go, but we wish her well in her new position.

Mayor Dunphy noted that we had some young people at the start of the meeting and he would like to acknowledge their recent accomplishments. They are Abby Chapman from Duffy Road; Kate Doyle from Pembroke Crescent; Katelyn MacAulay from Saints Crescent; and Emma Riley from Pembroke Crescent. These four ladies, along with a fifth person from Charlottetown, entered a competition called Destination Imagination and they won the competition in PEI which gave them the chance to compete in Knoxville Tennessee in May.

11. SAFETY SERVICES

a) Report included in the agenda package for Council to review. Councillor Clow took a moment to personally congratulate Joanne on her retirement. He noted that he has been around Joanne for the past 14 years and she has always been there and ready to help. I wish you all the best Joanne in the future and I hope you enjoy your retirement.

b) Street Light Report

No report

c) RCMP Report

The report for the month of May was included in the agenda package. Councillor Clow briefly reviewed the report and noted that Corporal Dudley attended the May meeting and informed the committee that they conducted an impaired driving initiative. Of the five cars that were stopped – three of them were impaired. It should be noted that this means that the RCMP members are off the road for a certain amount of time.

Councillor Clow stated that Corporal Cindy Bowring will be moving to the federal investigations. She was a great addition to the Town and a great worker. Corporal Dudley added that Lorraine Saunders, who is a traffic analyst, will be working for the Town and will be located at the Stratford RCMP office.

Corporal Dudley noted that they received their new police vehicle. Their plan is to increase check points and gather statistics. Since January of 2018 there were 147 erratic driver complaints reported in Stratford. One hundred were on the Trans Canada Highway and 47 were in Keppoch, Kinlock Road and other areas.

Corporal Dudley also spoke a little about the drug crisis that is taking place on PEI. Councillor Clow suggest that Council should have a meeting with Corporal Dudley as he has a lot of knowledge and a lot of information that he could pass on to Council.

One thing that Corporal Dudley suggested that the public do if they see someone doing something wrong such as speeding or going through a stop sign - try and get their license plate number and call it in to the RCMP and they will follow up on it. We need to get this message out to residents.

Councillor Clow reviewed the statistics that were included in the agenda package. There were 31 reported collisions (reported in the Guardian) on the Trans Canada Highway from Riverside Drive to Hopeton Road – left turn lane from January 1, 2013 until December 31, 2017. The article went on to say there were an additional 20 collisions reported along the Trans Canada Highway at the Stratford and Hopeton Road intersection. Something has to be done about the number of accidents that are happening on the Hillsborough Bridge.

Mayor Dunphy noted that there was a meeting to discuss the Hillsborough Bridge accident issue. Attending the meeting was Kevin Reynolds, Jeremy Crosby, representatives from the Highway Safety, fire companies, police and EMS. Mayor Dunphy stated that they will regroup as there were some takeaways from the meeting. The focus will be to determine a plan of action if there is a major accident and the bridge closes down for an extended period of time.

The speed humps are being installed and we continue to receive requests to have them installed. Staff is moving them around as much as possible and two more sets have been ordered.

d) Humane Society Report

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

e) Transit Report

The report for the month of May was included in the agenda package and the number of riders is up again over May of last year. Wifi has been installed in the busses and there is an app coming out that will allow users to find out exactly where the busses are at any given time.

A tender is being drafted to extend services to ward 3 by alternative services to take residents into the core area so they can get on the bus.

f) Fire Company

Report included in the package. Councillor Clow reviewed the report noting that May was a good month, as there were only two fire alarms and one motor vehicle accident. He noted that he attended the last meeting and the board is looking forward to meeting with Council regarding the new building.

Mayor Dunphy asked when they say Cross Roads on the report what does it cover and Councillor Clow replied that he will find out bring the information back.

Councillor Jackson stated that Council receives a lot of calls and emails regarding speed humps and asked if we could obtain more permanent speed humps. Councillor Clow replied that we need permission from the province, but we will take as many as we can get. Jeremy added that we made contact with Alan Aitken at the province to look at sites on Rosebank Road. Jeremy would like to see two or three on that road this year and then move on to other areas.

Councillor MacLean asked how the areas are chosen for the speed humps and Jeremy stated that it is usually areas that have had speeding problems in the past. He noted that it is usually the same neighbourhoods that want them each year. Councillor MacLean wondered why there was one in his neighbourhood as it is a very curvy road and Jeremy replied it was because of the stop sign.

Councillor Ogden feels that staff does a great job and we should let them go ahead and do their job. Councillor Jackson noted that he used to live in the area and he agrees there is a problem.

Deputy Mayor Randy Cooper would like to request that the speed radar trailer be put on Heron Drive. There have been requests for speed humps in the area and if we put in the trailer it may help.

Councillor Jackson noted that he sent Councillor Clow an email regarding the issue of the light at Galway Court, and if it hasn't been discussed yet, he requested that it be brought up at the next Safety Services meeting.

The infrastructure director asked Council to encourage residents to call in their complaints to the Town Centre so we can monitor the volume of calls for certain areas.

11. RECREATION, CULTURE AND EVENTS

a) Report

The recreation report was included in the package. Councillor MacDonald thanked Joanne Weir for her 30 plus years of service, and thanked her for all her help over the past three years and wished her well in her retirement.

The recreation department is quite busy accepting registrations, developing schedules, implementing volunteer information and training sessions, planning of special events, sport field maintenance, and completion of playground repairs.

Soccer registration has reached 700 participants for 2018; baseball registration has reached 209 players; and the Stratford Lacrosse program is underway with 61 participants in various age groups and will wrap up at the end of June.

Stratford Flag Football program is underway with 35 participants and they are using Fullerton's multipurpose field.

Into to Sport Program for youth between the ages of 3 to 5 will be offered again this summer. The program will be held at Glen Stewart School beginning the first week of July and the registration fee is \$25.

The preparations for the Canada Day celebration are well underway. The Town has received confirmation of funding in the amount of 3,500 from the National Canada Day Committee.

A summer camp will be offered again this year for children 8 to 12 years of age. It will run for nine weeks and each week there will be a different theme.

The Stratford Youth Centre held its annual roadside cleanup on May 12. Twenty seven youth and 11 adults were on hand to help, and 76 bags of garbage collected. The Stratford Lions Club generously donated \$200 to the Youth Centre for their participation.

The Stratford Youth Centre is currently selling raffle tickets for a chance to win \$500 in groceries, and the tickets are two dollars each and will be sold until June 18.

The Youth Centre hosted their fourth Annual Stratford Community Flea Market and yard sale on June 2.

The Stratford Skatepark started construction in May – saving as many trees as possible. The project is expected to be complete by mid-August. The Steering Committee is working on their Pathway of Support paver stone project as a fundraiser for the Skatepark.

Nomination forms for submissions for the Volunteer of the Year Award, Senior Volunteer of the Year Award, and Youth Volunteer of the Year Award may be picked up at the Stratford Town Centre, 234 Shakespeare Drive. Completed nomination forms must be submitted to the Town's Recreation, Culture and Events Committee by June 15. These awards will be presented at the Stratford Canada Day celebrations.

Invitations will be going out soon for the 2018 Stratford Community Expo which will be held on Saturday, September 29 from 8:00 a.m. to 11:00 a.m. Local businesses have been invited, along with not for profit organizations. It was also noted that Culture Day activities will be offered during the Community Expo. The Stratford and Area Lions Club will host their annual pancake breakfast in support of the breakfast programs for Glen Stewart School and Stratford Elementary School. It was noted that more than 800 people attended last year's breakfast.

Councillor MacDonald noted that she received a lot of positive emails from various citizens who have taken part in the artist in residence program. She read a few of the emails aloud and she plans to forward a copy of all the emails to Council.

It was noted that there were 16 people in attendance at the meeting held on June 12 regarding the public art plan that is being worked on for the Town.

Councillor MacDonald stated that we now have a Town of Stratford inventory booklet that illustrates all of our pieces of art and where in the Town they are located. It is

available to everyone including the public. Mayor Dunphy asked if it was on our website and Councillor MacDonald replied that it is not, but it can be put on the site.

Councillor Jackson thanked Joanne for everything she does as he knows there are numerous requests made to her by Council.

Councillor Gary Clow asked when the construction will start on the new playground for Clearview Estates and Councillor MacDonald asked Joanne if she had any updated information, and Joanne replied that the pad for the apparatus will go in this week, and the playground apparatus will go in next week. Following that we will be putting in the rest of the independents in the park. Councillor Clow thanked Joanne for everything she has done for the Town.

Councillor MacDonald thanked Joanne and all the recreation staff for all their hard work keeping the Town running smoothly in regards to recreation.

12. FINANCE AND TECHNOLOGY

a) Report

The report was included in the package. Deputy Mayor thanked Joanne Weir for everything she has done for the Town and wished her well in her retirement.

b) Financial Statements

Included in the package for review.

c) Resolution FT020 – 2018 – Supplementary Capital Budget

Moved by Deputy Mayor Randy Cooper

Seconded by Councillor Gary Clow

WHEREAS the following additional capital priorities were identified for the 2018/19 budget year:

- The purchase of land and the extension of Michael Thomas Way, to preserve the vision for the waterfront core area and add to the parkland dedication for the subdivision of the Southport Motel property to create additional green space on the waterfront for present and future residents to enjoy - \$900,000
- The renovation of the Stratford Town Centre gymnasium entrance area to enable extended access to recreation, culture and event program registrations and facility bookings - \$24,500

- The contribution towards the cost of post and lantern style street lighting in the Foxwoods Sustainable Subdivision, where underground wiring is being installed, equal to the amount of savings incurred by the town for the avoided rental of overhead street lighting - \$25,500.

BE IT RESOLVED that a supplementary capital budget in the amount of \$950,000 be hereby approved.

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

Question: **CARRIED**

d) Resolution FT021 – 2018 – Grants and Donations Bylaw, Bylaw #38 – Second Reading

Moved by Deputy Mayor Randy Cooper

Seconded by Councillor Gail MacDonald

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

WHEREAS a Grant/Donating Bylaw is required to enable any person group or organization seeking to obtain a municipal grant, donation, in kind service, loan or loan guarantee.

BE IT RESOLVED that the attached Grants and Donations Bylaw, Bylaw #38, be hereby read and approved a second time.

Discussion: None

Question: **CARRIED**

e) Resolution FT022 – 2018 – Grants and Donations Bylaw, Bylaw #38 - Adoption

Moved by Deputy Mayor Cooper

Seconded by Councillor Steve Ogden

WHEREAS Bylaw #38, the Grants and Donations Bylaw, was read and approved a first time on May 9, 2018; and

WHEREAS Bylaw #38, the Grants and Donations Bylaw, was read and approved a second time on June 13, 2018.

BE IT RESOLVED that Bylaw #38, the Grants and donations Bylaw, be hereby adopted and that the Mayor and Chief Administrative Officer be authorized to affix their signatures and the corporate seal of the Town thereto and to be formally declared the said bylaw Passed.

Discussion: None

Question: **CARRIED**

f) Resolution FT023 – 2018 Fees Bylaw, Bylaw #39 - Second Reading

Moved by Deputy Mayor Cooper

Seconded by Councillor Gary Clow

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

WHEREAS a bylaw is required to enable the application of fees for licenses, permits, programs, facility rentals and other matters, and applies to any person or organization upon whom a fee is imposed under this bylaw.

BE IT RESOLVED that the attached Fees Bylaw, Bylaw #39, be hereby read and approved a second time.

Discussion: None

Question: **CARRIED**

g) Resolution FT024 2018 Fees Bylaw, Bylaw #39 – Adoption

Moved by Deputy Mayor Cooper

Seconded by Councillor Jody Jackson

WHEREAS Bylaw #39, the Fees Bylaw, was read and approved a first time on May 9, 2018; and

WHEREAS Bylaw, #39, the Fees Bylaw was read and approved a second time on June 13, 2018.

BE IT RESOLVED that Bylaw #39, the Fees Bylaw, be hereby adopted and that the Mayor and Chief Administrative Officer be authorized to affix their signatures and the corporate seal of the Town thereto and to be formally declared the said Bylaw passed.

Discussion: None

Question: **CARRIED**

h) Resolution FT025-2018 Reserve Funds Bylaw – Bylaw #41 – Second Reading

Moved by Deputy Mayor Cooper

Seconded by Councillor Jody Jackson

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

WHEREAS a reserve fund bylaw is required for money to be set aside for a specific purpose by approval of Council.

BE IT RESOLVED that the attached Reserve Funds Bylaw, Bylaw #41, be hereby read and approved a second time.

Discussion: None

Question: **CARRIED**

i) Resolution FT026-2018 Reserve Funds Bylaw – Bylaw #41 – Adoption

Moved by Deputy Mayor Cooper

Seconded Councillor Gary Clow

WHEREAS Bylaw #41, the Reserve Funds Bylaw, was read and approved a first time on May 9, 2018; and

WHEREAS Bylaw #41, the Reserve Funds Bylaw, was read and approved a second time on June 18, 2018.

BE IT RESOLVED that Bylaw #41, Reserve Funds Bylaw, be hereby adopted and that the Mayor and Chief Administrative Officer be authorized to affix their signatures and the corporate seal of the Town thereto and to be formally declared the said bylaw passed.

Discussion: None

Question: **CARRIED**

J) Resolution FT027-2018 Grants and Donations Policy, Policy # 2018-FT-01 – Adoption

Moved by Deputy Mayor Randy Cooper

Seconded by Steve Ogden

WHEREAS a new Grants and Donations Bylaw makes provision for Grants or in-kind contributions to community groups, donations to organizations and individuals, and property tax rebates for resident bona-fide farmers and enables the criteria, application and reporting requirements for said grants, donations and rebates to be established in policy.

IT RESOLVED that the attached Grants and Donations Policy, Policy # 2018-FT-01, be hereby adopted.

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

Question: **CARRIED**

J) Resolution FT028-2018 – Town Centre Loan Renewal

Moved by Deputy Mayor Randy Cooper

Seconded by Gail MacDonald

WHEREAS a loan for the construction of the Stratford Town Centre expired in May of 2018 in the amount of approximately \$1,338,000, with an amortization of 5 years remaining on the loan; and

WHEREAS the amount of the loan requested is \$1,338,000; and

WHEREAS the amount of the loan requested of \$1,338,000 is within the 10% capital debt threshold of the Town of Stratford. The current borrowing limits for the Town of Stratford based on our total assessed tax base (\$764,949,889 x 10% = \$76,494,989) of which we are using \$9,071,233 as of December 31, 2017; and

WHEREAS we requested proposals from the following financial institutions:

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

AND WHEREAS the request for proposals closed at 1:30 pm on June 13, 2018; and

WHEREAS the following 5 year rates were received:

	BMO Rate	ROYAL Rate	TD Rate	CIBC Rate	Provincial Credit Union	Scotiabank
Term 5		3.08%	2.99%			

BE IT RESOLVED that the tender for the loan with an amortization of 5 years remaining will be awarded to the TD Bank for a 5 year term at a rate of 2.99%.

Discussion: The resolution bears the recommendation of the Finance and Technology Committee via an email poll.

Question: **CARRIED**

14. INFRASTRUCTURE

a) Report

The report was included in the package for Council to review. 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 continues to function well with the exception of some minor fluctuations in some of the parameters. We believe that the turnover is complete and the odours should be minimal. Staff has worked hard to stabilize the system quickly this spring to minimize the effects of the seasonal turnover.

Wastewater Collection System to the Charlottetown Pollution Control Plant – We have made several changes to the drawings over the past month and have walked the proposed alignment. The forcemain alignment may require an easement on the Esso property - 20-30 feet wide along the property line. An alternative alignment will be reviewed if Cape D’Or Holdings indicate this may be a lengthy or costly process. The forcemain alignment route will be reviewed this week with the province and the City of Charlottetown; and if only minor changes are required, Stantec will be ready to tender by the end of June.

Active Transportation Corridor – Stratford to Charlottetown - A meeting was held with the design consultants, the province, and the Town, and the alignment was walked for review. The Town was asked to share the sewer forcemain drawings with the design consultants as the ATC may follow some of the pipe alignment.

Water Metering Program – As of June 10, nine weeks into the project, Neptune has completed 1406 meter installations and has 306 appointments scheduled. This represents 65.4% of the project. Letters will be hand delivered by the bylaw officer this week to properties who have not arranged an appointment after four attempts at contact by Neptune. There are 39 properties to date who will receive a letter.

Inflow & Infiltration - Inflow dishes for manholes are being priced for installation in all manholes to prevent surface runoff entering the sewer system: Flow monitoring equipment is being priced to monitor areas that were identified as requiring further data collected or areas that have not been monitored, and manhole inspection forms are being prepared with the intent to sub-contract out the work to assess the manhole conditions and determine what rehabilitation work is required. Jerry is to review pump stations and grade with gravel where required to prevent surface runoff from entering the stations.

Mason Road Beach Access - Concept plans developed by Ekistics are being reviewed so an RFP can be developed for design services.

Bunbury Fieldhouse Design - An RFP is being developed for the design of a new fieldhouse. The building is to include two washrooms and a storage area.

Fullerton's Creek Park Development - The existing parking lot has been line-painted resulting in 40 available spaces. Expansion of the parking lot has been temporarily provided by removing the posts at the rear of the lot and prepping the field area by cutting the grass down and rolling the surface. An RFP will be developed to have the area graveled later in the summer so this can function as overflow parking. An RFP for design of a building to house two washrooms and storage space is being developed. This building will be required to have heat, as it will be used throughout the winter.

Pondside Water Station Upgrades - An RFP is being developed for design services for upgrades to the station including: new pumps with soft start motors, install level sensors in the wells, replace interior piping with stainless steel pipe, and provide concrete slab under interior pipe network. A review of electrical components should be done to determine the need of upgrades as well.

Emergency Services Facility – we are working with the architect to finalize the initial concept plans. We hope to have a meeting with all stakeholders and council the middle of next week to discuss the design.

Cross Roads Community Centre Energy Upgrades – The tender closed with one bid from Entire Mechanical Contractors at a cost of \$14,880 plus HST. The project was awarded to EMC and work began last week. Work includes spraying insulation into the attic, removing all window and door trim and spraying foam insulation then replacing trim, and installation of a split heat pump for both levels of the building. As the budget is \$30,000.00, the contractor has been asked to price extra work including: install LED lighting, install drop ceiling on main level, and install laminate floating floor on upper level.

Stratford Skatepark - Construction continues and formwork is scheduled to begin next week. Project is on schedule to be substantially complete by mid-August.

Splash Pad - Instruction on operation and maintenance was given by ABC Recreation Ltd. It was noted that an expansion tank is required and will be requested to be installed by the contractor and RFP to install a path from the pad to the building entrance, and to extend the existing asphalt path to the pad is being developed so three quotes can be obtained. Options for the type of path to the building, to help minimize damage to the new top soil and seeded landscape are being considered.

Kinlock Beach Parking Area - We are awaiting the survey plan from John Mantha to complete the design.

New Subdivision Reviews -

- Koughan Subdivision – awarded for construction
- Southside Green Subdivision – under construction
- Foxwood Subdivision – issues with developer obtaining sewer easements and the design may change to accommodate the new sewer alignment
- Harland Subdivision (Birchwood Lane Extension) – awarded for construction
- Marshall MacPherson Shakespeare Drive units – preliminary servicing plan submitted for review.

Infrastructure maintenance staff continues to be busy with reinstatement and cleaning of properties and sidewalks after damage caused by snow clearing operations. Utility staff continues to work on the water line inspections, and the metering installation program.

During the month of May there were no major issues with the sanitary sewer collection system or water distribution system.

13. **PLANNING, DEVELOPMENT AND HERITAGE**

a) Report

Included in the package for Council to review. Councillor MacLean also took a moment to wish Joanne well. He noted that she has always been easy to work with and she will be missed. If there was a concern and you brought it to her she would look after it.

Councillor Jackson noted that he spoke with a Charlottetown Councillor and they discussed affordable housing and they are looking at relaxing some of the bylaw restrictions on in-law suites. Is there anything Stratford could do? Councillor MacLean noted that we are looking at it and he prefers the term secondary suites because he doesn't feel it should just be based on family.

Councillor Ogden asked what the timeline is for the new bylaw review and Councillor MacLean replied that there will be one more meeting with management and then on to the Committee of the Whole. Councillor MacLean is hoping to have it done by September.

b) Permit Summary

The permit summary was included in the package for Council to review. Councillor MacLean gave the year to date numbers for the permits noting that there is a 60% over last year.

c) Resolution PH013 - 2018 – DP024-2018 – Marshall MacPherson Ltd. – 48 Unit Condo Development – Lot 15-1 – Shakespeare Drive

Moved by Councillor Keith MacLean

Seconded by Councillor Gail MacDonald

WHEREAS an application has been received from Marshall MacPherson Ltd. to develop a 48 unit condominium development on parcel number 882084, Lot 15-1 (2.23 Acres) on Shakespeare Drive, which is located within the Town Centre Mixed Use Zone (TCMU);

AND WHEREAS the development will consist of two 18 Unit, 3 storey buildings and one 12 unit, 3 storey building which will all be on lands owned and operated by a condominium corporation;

AND WHEREAS all buildings will be fully serviced by municipal sewer and municipal water and all stormwater runoff within the development must be designed by a

professional engineer and approved by the Town and the Department of Transportation, Infrastructure & Energy;

AND WHEREAS the concept plan has been reviewed by planning department staff and revisions have been made to ensure the required core area development design guidelines are complied with. Attention has been given to building placement, parking lot layouts, pedestrian linkages, open space, exterior lighting and landscaping features.

BE IT RESOLVED that Council grant approval to an application received from Marshall MacPherson Ltd., to develop a 48 unit condominium development on parcel number 882084, Lot 15-1 (2.23 acres) on Shakespeare Drive which is located within the Town Centre Mixed Use Zone (TCMU) subject to the following conditions:

1. Conformance with the 3D conceptual drawings as submitted to the Town by Marshall MacPherson Ltd. and also a preliminary servicing and stormwater plan prepared by SCL Engineering, Project No. 218018, dated 05/29/18.
2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
3. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIE.
4. A detailed landscaping plan must be submitted by a qualified expert outlining the details and quantities of the materials to be used.
5. All other relevant provisions of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw are met.

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

Councillor Cow was concerned about the parking, and the planning director Kevin Reynolds replied that the parking requirements are met.

Kevin gave a detailed explanation of the request. Councillor Ogden asked who is responsible for retaining the four acre retention pond and Kevin replied that the original agreement was between the Town of Stratford, the Provincial Department of Transportation, Infrastructure and Energy, and Kelmac. Mayor Dunphy added it could also be someone who owns the land at the time and the planning director agreed.

Mayor Dunphy asked that the driveway issue be explained and Kevin noted at the last minute there was a question on the angle of the driveway, but it was corrected and now meets DOT standards.

Deputy Mayor Cooper stated that we challenged the first development based on the stormwater management plan which was eventually verified to be fine. The other developments that are causing the issues within the Town were verified to be true as well, but they do not work. It wouldn't be right not to comment on this specific case based on his objection to what the stormwater plans were the last time. He noted that he doesn't have an issue with the development, but we are going to have a concern going forward.

Mayor Dunphy noted the issue of this particular property was the sharp elevation and the potential for the run off and there needs to be mechanisms to monitor it.

Question: **CARRIED**

d) Resolution PH014 - 2018 – DP061-18 DOTIE – Stratford Elementary School Addition – 50 Glen Stewart Drive

Moved by Councillor Keith MacLean

Seconded by Councillor Gary Clow

WHEREAS an application has been received from DOTIE to expand the existing Stratford Elementary School on parcel number 482430 (20.3 acres), located at 50 Glen Stewart Drive within the Public Service and Institutional Zone (PSI);

AND WHEREAS the application involves the addition of 27,560 square feet of classrooms, an activity room, EA meeting areas, Guidance offices, teacher planning areas, Washrooms, mechanical and support spaces etc;

AND WHEREAS this site plan shows that the existing bus drop off area will be fenced off to be used as a construction staging area and the existing parent drop off at Glen Stewart School will be reconfigured to become the temporary bus drop off until construction is completed. 21 additional parking spaces will be added as part of the school addition but the spaces will be in front of Glen Stewart School and connected via a pedestrian sidewalk to both schools;

AND WHEREAS DOTIE has committed to have intersection upgrades completed at the Glen Stewart Drive and Stratford Road intersection by July 1, 2019.

BE IT RESOLVED that Council grant approval to an application received from DOTIE to expand the existing Stratford Elementary School on parcel number 482430 (20.3 acres), located at 50 Glen Stewart Drive within the Public Service and Institutional Zone (PSI) subject to the following:

1. Conformance with the conceptual drawings submitted by Chandler Architecture dated May 25, 2018.
2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
3. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIE.
4. All other relevant provisions of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw are met

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

With the aid of the overhead planning director Kevin Reynold explained what the addition would look like, including the parking.

Mayor Dunphy felt there would be an issue of additional traffic on Glen Stewart Drive and Kevin noted that we do have an email from the chief engineer, and it will either be a round-a-bout or a signalized intersection. It was suggested that they could also be asked to sign a development agreement. Robert stated that we could add it as a condition that they sign a development agreement as Council has the right to ask that.

RESOLUTION

It was moved by Deputy Mayor Randy Cooper and seconded by Councillor Steve Ogden that an amendment be made to the resolution as condition #5 to state – *That a development agreement be signed by DOTIE to have the intersection upgrades completed at the Glen Stewart Drive and Stratford Road intersection by July 1, 2019.*

Discussion: None

Question: **CARRIED**

Councillor Ogden stated that the obvious solution to the problem is MacKinnon Drive and Councillor MacLean noted that MacKinnon Drive is being looked at in the traffic study.

RESOLUTION

It was moved by Councillor Steve Ogden and seconded by Councillor Gary Clow that condition #6 be added to be resolution to state *consideration be given to pave MacKinnon Drive as close as possible to Glen Stewart School.*

The CAO cautioned that it may be premature to add this because a traffic study is currently underway. He noted that he would be concerned about adding this as a condition and felt we should wait for the results of the study.

Councillor MacLean stated that he would be against adding it as a condition for the same reason.

Deputy Mayor Cooper feels that if you bring MacKinnon Drive into it, it would create a whole new set of concerns.

For clarification Councillor Ogden stated that he doesn't want them to pave it as close as possible to use as a drop off point. Councillor Ogden stated that he is only asking that they consider the request.

Councillor Jackson also agreed that he would like to see it done, but noted that since the province is already looking at it as part of the study, he didn't feel it needed to be added to the resolution as a condition.

Mayor called for the question and it was a tie
Question: (3) in favour of adding condition re MacKinnon Drive – Deputy Mayor Randy Cooper, Councillor Steve Ogden and Councillor Gary Clow
(3) against – Councillor Jody Jackson, Councillor Gail MacDonald and Councillor Keith MacLean.

Mayor David Dunphy broke the tie with a vote against the proposed amendment.

DENIED

Vote on the amendment with the addition of condition #5

WHEREAS an application has been received from DOTIE to expand the existing Stratford Elementary School on parcel number 482430 (20.3 acres), located at 50 Glen Stewart Drive within the Public Service and Institutional Zone (PSI);

AND WHEREAS the application involves the addition of 27,560 square feet of classrooms, an activity room, EA meeting areas, Guidance offices, teacher planning areas, Washrooms, mechanical and support spaces etc;

AND WHEREAS this site plan shows that the existing bus drop off area will be fenced off to be used as a construction staging area and the existing parent drop off at Glen Stewart School will be reconfigured to become the temporary bus drop off until construction is completed. 21 additional parking spaces will be added as part of the school addition but the spaces will be in front of Glen Stewart School and connected via a pedestrian sidewalk to both schools;

AND WHEREAS DOTIE has committed to have intersection upgrades completed at the Glen Stewart Drive and Stratford Road intersection by July 1, 2019.

BE IT RESOLVED that Council grant approval to an application received from DOTIE to expand the existing Stratford Elementary School on parcel number 482430 (20.3 acres), located at 50 Glen Stewart Drive within the Public Service and Institutional Zone (PSI) subject to the following:

1. Conformance with the conceptual drawings submitted by Chandler Architecture dated May 25, 2018.
2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
3. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIE.
4. All other relevant provisions of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw are met
5. That a development agreement be signed by DOTIE to have the intersection upgrades completed at the Glen Stewart Drive and Stratford Road intersection by July 1, 2019.

Question: **CARRIED**

e) **Resolution PH015 - 2018 – DP078-18 DOTIE – Town of Stratford and Cross Road Community Fire Company – Emergency Services Facility – Georgetown Road**

Moved by Councillor Keith MacLean

Seconded by Deputy Mayor Randy Cooper

WHEREAS an application has been received from the Town of Stratford and the Cross Roads Rural Community Fire Company to construct a 27,255 sq.ft. Emergency Services Facility on parcel number 289264, (approx.. 2.57 Acres) located on the Georgetown Road, which is located within the Mason Road Commercial Zone (MRC);

AND WHEREAS the ESF will consist of 2,170 sq.ft. for the Stratford RCMP, 2,020 sq.ft for Island EMS, and 23,065 sq.ft. for the Cross Roads Fire Department. The building will include common meeting rooms, a large event space, a backup generator and private space for each occupant;

AND WHEREAS the building will be fully serviced by municipal sewer and municipal water and all stormwater runoff within the development must be designed by a professional engineer and approved by the Town and the Department of Transportation, Infrastructure & Energy;

AND WHEREAS the concept plan has been reviewed by Planning Department staff and revisions have been made to ensure the required core area development design guidelines are complied with. Attention has been given to building placement, exterior design, parking lot layouts, pedestrian linkages, and driveway accesses.

BE IT RESOLVED that Council grant approval to an application received from the Town of Stratford and the Cross Roads Rural Community Fire Company to construct a 27,255 sq.ft. Emergency Services Facility on parcel number 289264, (approx. 2.57 Acres) located on the Georgetown Road, which is located within the Mason Road Commercial Zone (MRC) subject to the following conditions:

1. Conformance with the 3D conceptual drawings prepared by SableARC Studios, project number 1763 dated 2018-05-15.
2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
3. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIE.
4. A detailed landscaping plan be submitted by a qualified expert outlining the details and quantities of the materials to be used.
5. All other relevant provisions of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw are met.

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

Using the overhead, the planning director displayed the site plan of the building and specified the amenities. He indicated where the roundabout

will go and the parking access. Mayor Dunphy noted that he believes that we need to be able to maximize the multi-purpose space of the new facility.

Question: **CARRIED**

Councillor Keith MacLean left the meeting at this point

15. COMMITTEE OF THE WHOLE

Nil

16. SUSTAINABILITY

a) Report

Included in the package for Council to review. Councillor Jackson briefly reviewed the report.

- surveys were sent out to business owners in the business park regarding signage and a few other issues.
- The committee also discussed Kelley's Pond and agreed that a subcommittee will be set up to look at the short term and long term plans for the pond.
- The *Think Stratford Road Trip* was a very successful virtual tour of our Stratford businesses.
- The Smoke Free Sub-committee continues to meet and there was good feedback from residents, and it was recommended that we go to a bylaw from our policy.
- Councillor Jackson attended the cleanup with the watershed group at Pondsides Park and he thanked the group for keeping the park in tip top shape.
- Councillor Ogden asked if any consideration was given to using the old sign on a temporary basis to direct people to the business park and Councillor Jackson replied that whatever we can do to help. Mayor Dunphy stated that what we need is a highway sign that says the Stratford Business Park.

Mayor Dunphy would like to see a large sign once the intersection is complete, and it would be a sign that businesses could purchase space on. Mayor Dunphy noted that he would write a letter to request a sign, and Robert thought we may already have asked the question, but he will check.

17. a) ACCOUNTABILITY AND ENGAGEMENT

No Report

Councillor Ogden noted that there was no meeting in May because it was the week of the water school and there were no available meeting rooms.

- It was noted that the consultant is behind with the resident survey by a few weeks. Robert will contact the consultant to see if he can get things moving along.
- Website – Wendy felt it would be sometime in July before we are prepared to launch the new website.
- The Smart Cities application wasn't approved, but Councillor Ogden hopes we can move ahead with some of the ideas that were in the application.

Councillor Ogden also took a moment to thank Joanne Weir for everything. He noted that she has been front and centre on making the Canada Day event successful, as with every event. Thank you and the very best of luck.

18. HUMAN RESOURCES

a) No Report

19. OTHER COMMITTEES

a) Stratford Seniors Complex

Councillor MacDonald noted that the garden contractor has done the cleanup and everything looks good.

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Mayor Dunphy reminded everyone to wear plaid on Friday for prostate cancer awareness.

22. ADJOURNMENT

There being no further business, the meeting adjourned at 8:20 p.m.

Mayor David Dunphy

Robert Hughes, CAO