

REGULAR COUNCIL MEETING
September 8, 2021
Approved Minutes

DATE: September 8, 2021
TIME: 4:00 p.m. – 5:17 p.m.
PLACE: Council Chambers – Public via Social Media

ATTENDANCE: Deputy Mayor Gary Clow; Councillors Derek Smith; Darren MacDougall; Jill Burridge; Steve Gallant; Gail MacDonald; Jeremy Crosby, Deputy CAO, and Director of Infrastructure; Kevin Reynolds, Director of Planning, Development, and Heritage; Jeremy Pierce, Director of Recreation, Culture, and Events; Kim O’Connell, Director of Finance and Technology; Jeannie Gallant, Project Manager; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Robert Hughes, CAO

GUESTS: Corporal Lutley, RCMP

CHAIR: Mayor Steve Ogden

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

1. CALL TO ORDER

Mayor Steve Ogden called the Regular Monthly Council Meeting to order at 4:00 p.m. and welcomed those who were viewing via social media.

2. DECLARATIONS OF CONFLICT OF INTEREST

No declarations were made.

3. APPROVAL OF THE AGENDA

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

4. ADOPTION OF THE MINUTES

It was moved by Councillor Derek Smith and seconded by Darren MacDougall that the Special Council Minutes of July 15, 2021, and the Regular Council Minutes of August 11, 2021, be approved as circulated. Motion Carried.

5. BUSINESS ARISING

Nil

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

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

- The Gray Group announced that they will be making a big investment of close to a billion dollars in Stratford over the next 20 years. There will be the addition of close to 300,000 square feet of commercial space, and more than 2600 residential units. Mayor Ogden noted that we have had several meetings with the Gray Group, and they are great to work with.
- Attended presentation of Climate Change Impact on Stratford completed by UPEI Intern Abhishek;
- Along with Councillor Burridge and planning officer Blaine Yatabe, met with a developer to discuss a possible affordable housing project;
- Met with SWITCH program leaders and attended subsequent public presentation of the SWITCH Program to explain how it can save homeowners money and also save the environment;
- Participated in the Community Campus Implementation Committee meeting to review the master plan and provide feedback;
- Along with CAO Hughes, met with an entrepreneur interested in moving his business to Stratford;
- Was interviewed by CBC's Laura Chapin about the impact of the RCMP pay increase, and by CBC's Angela Walker about the plans for the waterfront development;
- Dropped off a donation to OCEAN 100 and was interviewed as part of the Stuff-a-Bus Campaign to collect food and monetary contributions for the food bank;
- Attended internal meetings and looked after the day-to-day affairs of the Town.

8. CHIEF ADMINISTRATIVE OFFICER (CAO)

In the CAO's absence, the Deputy CAO noted that the report was included in the agenda package and if anyone had any questions he would answer them.

- The CAO worked on a long term infrastructure funding proposal for consideration by the Capital Area Mayors at their upcoming meeting;
- Reviewed and followed up on several Requests for Decisions;

- Met the Transportation Deputy concerning the Community Campus Infrastructure application;
- Reviewed the Community Campus Master Plan interim report.

Councillor Smith took a moment to thank the following persons who participated in the first day back to school: James Aylward, MLA; members of the Stratford Town Council; Parents; Jeremy Crosby and staff; and the RCMP for being on site and in the area. A job well done by all.

Mayor Ogden took a moment to welcome Corporal Lutley of the RCMP to the meeting.

9. SAFETY SERVICES

a) Report

Councillor Smith noted that the Safety Services Committee did not meet in August but will resume meetings in September.

Councillor Smith took a moment to thank those who were involved in getting our kids back to school safely: MLA James Aylward for having the new crossing light system put in place; members of the Town Council in greeting the parents and students and teaching them about the new lighting system; Jeremy Crosby for setting up this important project; Town staff for having the crossing flags in place; and the RCMP for being on site and in the area. It was a job well done by everyone involved.

Councillor MacDonald note that having the RCMP present at the school on the first day was great. Mayor Ogden added his thanks noting that visibility is very important.

b) Street Lights

No Report

c) RCMP Report

The report for the month of August was included in the agenda package. Councillor Smith stated that the total number of summary offence tickets (SOT's) for the month was 19. There were 9 motor vehicle accidents; 13 warning tickets issued; and 6 calls under the mental health Act. Councillor Smith noted that the investigation for mental health Act calls can sometimes be quite lengthy.

Quarantine Act - the RCMP made 18 quarantine patrols to verify all those in quarantine were in compliance.

An RCMP member made a patrol regarding a drone that was reported to be flying outside of a resident's window. Councillor Smith asked Corporal Lutley to elaborate a bit more on it. Corporal Lutley stated that it is such a new thing that people don't know what the rules and regulations are for drones, so they are calling the RCMP looking for information. They must be 5 km from any airport and 2 km from a helipad. The basic rule for a drone is that they are not supposed to fly over 400 feet, and the operator is to always maintain visual contact with the drone.

- Index checks for the month of August – 64
- False alarms – 20
- Suspicious Persons/Vehicle – 9 complaints of a suspicious persons/vehicles were received, and they were all non-criminal in nature
- Item Lost/Found – 6 lost items were turned in or reported missing. All were returned to owner or found.
- Assistance to the General Public – there were 7 requests for assistance from the general public

d) Humane Society Report

The report for the month of August was included in the agenda package for Council to review. A standard month for the Humane Society with 21 patrols for the month.

e) Transit

The transit graph report for the month of August was included in the agenda package for Council to review. Councillor Smith gave the stats noting that we are up from last year. There will be public meetings starting September 9, 2021, regarding the new pilot system, and a follow-up meeting will be held within a week of the first meeting. The way it will work is a resident will call a driver who will pick them up and take them to a bus stop. There is a small minimum fee for this service. Again, this is a pilot project and will last for a few months, so the more riders we can get the better.

Councillor Gallant stated that this is great news for ward 3 and he encouraged the residents of ward 3 to use the service. Councillor Smith stated that if this pilot project works out well, we can expand it to other areas of the Town.

f) Cross Roads Fire Department

The report for the month of August was included in the agenda package. There were 12 calls in the month of August.

Councillor Smith noted that the fire chief and his deputy have given notice (three months) that they will be resigning at the end of this year.

At this time Mayor Ogden welcomed Michele Beaton, MLA to the meeting.

10. RECREATION, CULTURE AND EVENTS

a) Report

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

Committee Meetings – The committee meetings will resume in September.

Arts and Culture – Tricia MacNeil-Baldwin will be providing the Stratford Adult Visual Program and Mystaya Idt will be providing the Dance/Movement Enrichment Program for grade 6 students at Stratford Elementary School as part of the Artist in Residence Program.

The 30 Indigenous Musical Instruments acquired from the Lennox Island Cultural Centre Artisans have been received and delivered to the Stratford Elementary School for fall school programming. Stratford Elementary has programming planned for the Indigenous musical instruments as part of their grade 4 music curriculum.

Fall 2021 art programs are set to begin in October and registration opened on September 1, 2021.

Stratford Youth Centre and Council – Registrations opened for the new youth centre season on September 1, 2021, and the youth centre will open for the season on September 13, 2021. We are still waiting for directions from Public Health and the Provincial Re-Opening Plan to confirm what Covid related restrictions will occur. A new youth council will start up later in September.

The current Leadership Committee will be moving to become the new Youth Council. These Youth will be in grades 9 – 12 and there are a couple of spots open for new members. The group has regular meetings every two weeks and runs many different events and fundraising projects. Anyone interested in this group should expect to put in a lot of volunteer hours over the course of the season.

Events – Planning for Fall Fest is well underway and will operate from September 24 to 26, 2021 at Fullerton's Creek Conservation Park and Robert Cotton Park.

Programs - Stratford recreational and minor sport programs have ended for some programs and are quickly coming to an end for others. The two Intro to Sports programs, along with the U4 soccer program had 108 children registered this summer. Each enjoyed

a summer of recreational play and a free Nimrod's ice cream cone at the final session. Thank you to Nimrod's for their support of our youth recreational programs.

Special Mentions – Congratulations to the Shepherd family for winning the 62 running of the Guardian Gold Cup and Saucer Race. Patrick Shepherd trained and brother Robert drove Smooth Lou to a decisive victory in the prestigious Canadian harness race. The Shepherd family has been long-time Stratford residents and harness racing participants as owners, trainers, and drivers.

Councillor MacDougall noted that the announcement today by the Gray Group will put more pressure on us to provide more for our kids, but we are financially strapped. We really need to focus on getting some funding in order to provide more for our kids and Councillor Gallant agreed. Mayor Ogden stated that we need more infrastructure in all areas as the Town grows, and he is going to work hard to make that happen.

11. FINANCE AND TECHNOLOGY

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

- The auditors are completing draft statements and we will have them to review at the September Finance Committee meeting;
- Staff is reviewing the water supply and sewer treatment charges for new development;
- Staff is reviewing how to find information on utility customers to determine consumption information for single and multi-family homes and commercial customers;
- Met with the infrastructure coordinator Charlie Koughan and IT person Kent Dean to discuss the Geographical Information System (GIS) and moving forward to update the mapping in Town Suite;
- The new town phone system was installed, and basic information was provided. However, more detailed training will be done in a few weeks.
- The Switch/Pace Program has started, and staff is working with Maddy on the submissions;
- Met with insurance company on renewal package from Hyndman's;
- Staff is working on revamping the time sheet summary spreadsheet;
- Staff is also busy with day to day duties.

b) Financial Statements

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

Councillor Smith asked if online voting will be going ahead for the next election and the Deputy CAO replied that is his understanding. Councillor Smith asked how much the online voting will cost, and the finance director replied that we knew we were looking at online voting, and she believes that the CAO took this into consideration at budget time, but she will check with him to be sure.

12. PLANNING, DEVELOPMENT AND HERITAGE

- a) No Report – Councillor Burrridge gave a verbal report.

Reddin Meadows IRAC appeal submission is due Friday September 10, 2021. The Town's solicitor is currently reviewing all relative information submitted to them by the Town prior to the deadline.

The Stratford Honour Roll project panels have finally been installed and everyone is happy with the way they turned out.

The development numbers are included in the meeting package. To date, 191 permits have been applied for - compared to 180 this time last year. Our casual staff person has completed their work term as of last Friday, so we are once again working short staffed as our planning clerk is still only working 5 hours per day three days a week.

We are hoping to be able to maintain our processing time but depending on the number of applications being submitted some delays may occur. Inspections are continuing to be very steady, and we are working to secure a contract with a local company to provide building official services when required.

1. Subdivisions:

- a. Clearview Estates Phase 3 is now formally approved, and permits are currently being issued. This subdivision phase contains 23 single dwelling lots and permits for 3 have been issued.
- b. Gray Group (Concord Properties) subdivision off of the Bunbury Road is well into construction and is proposed to be completed by November. This subdivision contains 43 lots with a total of 79 units. We have recently been advised that 36 of the 43 lots are under contract to be sold.
- c. 102519 PEI Inc (Jackson/Livingston Subdivision) on Rankin Drive is also well into construction is also proposed to be completed later this fall. This subdivision contains 22 lots with a total of 38 units.

- d. Foxwoods Subdivision Phase 2 (Windsor Drive / Cardiff Lane) is close to beginning construction and the completion date at this time is unknown. This subdivision contains 8 single dwelling lots.
2. The Gray Group has just publicly released their vision for the core area of the Town (The Crossroads). No formal applications have been received for any rezoning or bylaw amendments at this time. Once formal applications have been received the Town Planning Department will begin working on the necessary processes.

The Gray Group did their media launch, and they are having an open house at Fox Meadow September 15, 2021, but it is being managed by the Gray Group – not the Town.

Mayor Ogden noted that the planning department functions, and no one sees it, but he had someone tell him that our planning department is second to none, and he wanted to publicly recognize everyone involved.

b) Permit Summary

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

13. INFRASTRUCTURE

a) Report

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

Wastewater Collection System to the Charlottetown Pollution Control Plant – the contractor has returned to the site and started the removal of the screener building and UV building. We anticipate the infilling of the lagoon cells and removal of remaining infrastructure to be complete by the end of September.

Inflow and Infiltration Reduction Strategy – inspection of manholes continues, and any covers identified as being low are being raised to avoid surface water entering the collection system. Manhole tray liners continue to be installed.

Sewer Lift Station Upgrades - The tender for phase 1 is being posted this week. This phase will include approximately 800 meters of forcemain installed along Kinlock Road.

Keppoch Road Multi-Use Trail – Work is progressing well on the project and is estimated to be complete by the end of October.

SCADA System Upgrades – Phase 2 – Belanger Electric Ltd. will be on site this month to begin the upgrade work.

Dry Storage Building – two proposals were received for the design of a 2400 square foot pole barn structure to be located at the maintenance building site at 21 Hollis Avenue, and Coles Associates has been awarded the work. Construction is anticipated to begin in November.

The infrastructure staff has been busy with the following:

- Maintaining fields and grooming trails;
- Grass cutting;
- Bylaw complaints and investigations;
- Repairs and painting at both gazebos at Cottom Park and the Seniors/Youth Bldg.
- Inspections and servicing of sewer lift stations; and
- Flushing of the sanitary sewer mains.

During the month of August, there were no major issues with the water distribution or wastewater collection system. There was a leak on the Utility side of a water service on Saints Crescent which was repaired immediately once it was reported. There was also a gasket failure in a valve chamber at one of our sewer lift stations. This was discovered and repaired quickly with no impact to customers.

After some complaints of chlorine taste and odour in the water, the chlorine analyzers at all water stations were re-calibrated and there have been no complaints since.

14. COMMITTEE OF THE WHOLE

a) Resolution CW010-2021 PEI School Food Program – Town Centre Kitchen

Moved by Councillor Gail MacDonald

Seconded by Councillor Jill Burridge

WHEREAS the province has established a non-profit corporation to deliver the PEI School Food Program; and

WHEREAS the PEI School Food Program Inc. will be providing a healthy, affordable meal option for all students, and requires access to a commercial kitchen to prepare meals for the two Stratford schools and several Charlottetown schools; and

WHEREAS the PEI School Food Program Inc. has asked for access to the Stratford Town Centre kitchen at a discounted rate in order to keep the mean costs within budget; and

WHEREAS Section 5.7 of the Grants and Donations Bylaw enables Council to provide a fee rebate, by resolution, for any purpose that aligns with the Town's objectives.

BE IT RESOLVED that a discount of 50% of the rental fee be provided to the PEI School Food Program Inc. for the use of the Town Centre kitchen for the 2021/22 school year.

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Councillor Gallant stated that he is all for feeding the children. The Deputy CAO added that they are putting in another dishwasher and a few other items they need for their program.

Question: **CARRIED**

15. SUSTAINABILITY COMMITTEE

No Report – the committee did not meet in August. Instead, the committee choose to attend the presentation by the Gray Group on September 7, 2021.

Councillor MacDougall stated that the Switch Program has been a great opportunity for the residents of Stratford and many residents taking advantage of the program.

16. ACCOUNTABILITY AND ENGAGEMENT

a) No Report – the committee did not meet in August.

17. HUMAN RESOURCES

a) No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

a) Nil

19. OTHER COMMITTEES

a) Stratford Community Seniors

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

- The annual inspections were completed in August and will be reviewed at next week's meeting;
- There will be a unit available in the next few months. We will be working to get the unit painted and fixed up before we show it to people on our waiting list;
- The finance director Kim O'Connell spoke to the Council of the Disabled regarding procedures on the allocation of parking spots. Some information will be brought back to the next meeting;

- The leak in the furnace room was repaired by Entire Mechanical Contractors (EMC);
- Fall cleanup and maintenance is currently being completed around the senior's building;
- The draft budget for 2022 will be presented at the next Senior's Committee meeting.

20. APPOINTMENTS TO THE COMMITTEE

Nil

21. PROCLAMATIONS

Fetal Alcohol Spectrum Disorder (FASD) Awareness Week – September 6 – 10, 2021

WHEREAS Fetal Alcohol Spectrum Disorder (FASD) is a diagnostic term used to describe impacts on the brain and body of individuals prenatally exposed to alcohol. FASD is a lifelong disability. Individuals with FASD will experience some degree of challenges in their daily living, and need support with motor skills, physical health, learning, memory, attention, communication, emotional regulations, and social skills to reach their full potential. Each individual with FASD is unique and has areas of both strengths and challenges; and

WHEREAS fasdNL is a pan-provincial organization that educates, provides supports, resources, and raises awareness about fetal alcohol spectrum disorder in Newfoundland and Labrador, and Atlantic Canada; and

WHEREAS fasdNL is leading a three-year FASD prevention awareness, training, and collaborative action project in the four Atlantic provinces; and

WHEREAS FASD Awareness Week is devoted to raising awareness of fetal alcohol spectrum disorder to improve prevention of FASD and diagnosis and support for individuals with FASD and broad public awareness helps to put FASD on the 'map.'

THEREFORE I, Mayor Steve Ogden, do hereby proclaim September 6 to 10 as **Fetal Alcohol Spectrum Disorder Awareness Week** in the Town of Stratford, Prince Edward Island.

IN WITNESS I have set my hand and caused the seal of the Town of Stratford to be fixed hereto.

Proclamation – Energy Efficiency Day

WHEREAS improving energy efficiency is a clean and low cost way to meet Stratford’s needs, avoid pollution, and improve comfort and health while reducing energy bills for residents and businesses in our community; and

WHEREAS implementing energy efficiency and other clean policies and programs can help boost economic opportunities and job creation while continuing to move Stratford toward a sustainable future; and

WHEREAS a nationwide network of energy efficiency groups and partners has designated the first Wednesday in October as National Energy Efficiency Day; and

WHEREAS Stratford has recently launched the SWITCH Program to enable residents to make energy efficiency upgrades to their homes while saving on energy costs.

THEREFORE I, Steve Ogden, Mayor of Stratford, do hereby proclaim the first Wednesday in October as “**Energy Efficiency Day**” in the Town of Stratford, and urge citizens to join us in supporting our clean energy goals and moving toward more energy efficiency now and in the future.

IN WITNESS I have set my hand and caused the seal of the Town of Stratford to be fixed hereto.

22. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, the meeting adjourned at 5:17 p.m.

Mayor Steve Ogden

Jeremy Crosby, Deputy CAO