

REGULAR COUNCIL MEETING
Approved Minutes

DATE: January 14, 2025
TIME: 4:30 p.m. – 6:33 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Gordie Cox; Jody Jackson; Jill Chandler; Jeff MacDonald; Ron Dowling; Jeremy Crosby, CAO; Jeremy Pierce, Deputy CAO and Recreation Director; Dale McKeigan, Director of Planning, Development, and Heritage; Kim O’Connell; Director of Finance and Technology; and Mary McAskill, Recording Clerk

REGRETS: Jeannie Woodard, Director of Infrastructure and Wendy Watts, Community and Business Engagement Manager

CHAIR: Mayor Steve Ogden

1. CALL TO ORDER

Mayor Steve Ogden called the Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those in attendance and those viewing via social media.

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.

2. DECLARATIONS OF CONFLICT OF INTEREST

Nil

3. APPROVAL OF THE AGENDA

It was moved by Councillor Jody Jackson and seconded by Councillor Jeff MacDonald that the agenda be approved as circulated.

4. ADOPTION OF THE MINUTES

It was moved by Councillor Jeff MacDonald and seconded by Councillor Jody Jackson that the regular monthly meeting minutes of December 11, 2024, be approved as circulated.

5. BUSINESS ARISING

Councillor MacDonald noted that at the December 2024 Council meeting, we passed a resolution calling for a public meeting to discuss a special permitted use of a stacked semi-detached dwelling to be located at 40 and 42 Smallwood Terrace. January 29, 2025, at 7:00 p.m. has been set for the public meeting and it will be held at the Stratford Town Centre.

Councillor MacDonald stated that another matter that was discussed at the December Council meeting was a resolution with respect to general text amendments for our child care centres. Letters were sent to all licensed daycares in Stratford informing them of the proposed changes, which is essentially keeping in line with provincial legislation.

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

Mayor Ogden gave an overview of his report as follows:

- Chaired the regular monthly meeting of Town Council
- Participated in meetings of the Human Resource Committee, and the Planning, Development, and Heritage Committee
- Met with MP Lawrence MacAulay to discuss federal funding for the community campus wellness centre
- Honoured to attend the youth centre awards ceremony and to provide remarks on behalf of the Town
- Enjoyed attending the youth centre production of 'A Christmas Carol'
- Participated in a very enjoyable New Year's Levee
- Along with Deputy Mayor Gallant and CAO Crosby – met with Chief Superintendent Kevin Lewis, Commanding Officer, Sgt. Nick Doyle, and one other senior officer to discuss policing in Stratford
- Together with Councillor Gordie Cox, we enjoyed attending the PEI Crimestoppers luncheon to present awards to honour the 2024 'Law Enforcement Officers' of the year
- Had the honour of presenting a Certificate of Congratulations to longtime residents Craig and Donna Bryanton on the occasion of their 50th Wedding Anniversary
- Attended a Christmas reception at the office of MP Lawrence MacAulay
- Participated in a drive through Christmas village that was put on by a local church
- Spoke and visited with several residents to discuss various issues; and
- Attended internal meetings and looked after the day to day affairs of the Town.

8. CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT

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

- Attended a meeting and debrief for the volunteer holiday social event to review what went well and what could be improved for the following year
- Attended a meeting with a developer and planning staff to discuss some environmental sensitive areas on the proposed development

- Chaired the biweekly department head meetings for the month of December
- Attended a meeting and demonstration regarding the Town Suite portal for staff timesheets
- Attended a meeting with directors regarding a new revenue sharing deal
- Attended a meeting with utility staff, Councillor Jackson, and residents from Clearview Estates to discuss connection to our wastewater collection system
- Attended a meeting with the director of planning and a developer regarding the purchase of land in the business park
- Along with staff, attended and participated in the annual team building day. I would like to thank Council members for their support for this important annual event
- Attended a meeting along with several municipal representatives and members of the Federation of Prince Edward Island Municipalities (FPEIM) to review the proposal for new revenue sharing deal
- Along with the mayor and the director of infrastructure – met with residents regarding remediation of their property because of an infrastructure project along the Keppoch Road
- Participated in a virtual meeting with the Deputy CAO and federal government representatives to discuss our application for funding under the Green and Inclusive Communities Building Fund (GICB)
- Met with a staff member regarding an extension to their maternity leave
- Attended the annual Engineers PEI holiday reception
- Attended and participated in the regular monthly meeting of the Charlottetown and Area Transit Coordinating Committee
- Attended and participated in a Human Resource Committee meeting comprised of the Mayor and Council
- Attended a meeting to discuss the reorganization of office space in the Town Centre to accommodate additional staff
- Attended the quarterly meeting with the RCMP Superintendent, Mayor, and two Councillors to discuss RCMP operations within the Town
- Attended a meeting with planning staff and our legal representative to discuss our proposed Short Term Rental Bylaw
- Attended a meeting with representatives from the Federation of Prince Edward Island Municipalities (FPEIM) and Provincial Municipal Affairs to propose a new revenue sharing agreement
- Attended the monthly meeting of the Charlottetown Area Development Corporation (CADC)
- Attended a meeting with the infrastructure staff to review and answer questions regarding the *'Essential Employees Reporting to Work CAO Directive'*

- Attended a meeting along with the Mayor and Deputy CAO to discuss the funding request for the community campus health and wellness centre with the Hon. Lawrence MacAulay at his Montague office
- Attended a meeting with infrastructure staff, Deputy CAO, and representatives from Flourish Development Group regarding the next phase of the Foxwood development
- Attended the CADC holiday function; and
- The CAO stated that Michelle Massiah, our new Human Resource coordinator/manager has joined our Stratford team. Michelle is settling in nicely and is already integrating into the Human Resource section of the organization.

In addition, organized meetings with staff, prepared comprehensive agendas, and relevant materials for the various committee meetings to keep them up to date. I have also assessed infrastructure projects, reviewed planning related matters, and effectively managed various HR-related files. Additionally, I responded to emails and letters from residents, stakeholders, government officials, and other entities. The CAO noted that he is currently working on the Stratford Business Park file in preparation for the potential sale of the lots in the third phase and possible further development within the community campus lands.

9. SAFETY SERVICES

a) Report

Councillor Dowling noted that the Safety Services Committee did not meet in December.

b) Street Lights

Nil

c) RCMP

Councillor Dowling stated that there were 10 motor vehicle occurrences with four having reportable damage. RCMP members responded to 180 traffic related offences in December and of those 53 were done through the selective traffic enforcement program. There are a series of issues in relation to provincial statutes, as well as issues related to the criminal code.

Crimes against property, and other police activities such as a check stop with 'Mothers Against Drunk Driving,' and other partners on December 7, 2024, as well as seven files in the school zone of Glen Stewart.

Corporal Weatherbie stated that in December 2024 there was a total of 335 occurrences, and approximately 60% of those occurrences were traffic related. Thirty four summary offence tickets and 71 warning violations were issued.

Corporal Weatherbie noted that the total occurrences for 2024 was 3359 compared to the 2023 total occurrences of 2295 which is an increase of 46%, so things are getting busier in the Town. He noted that they are continuing to focus on traffic related issues for road safety and there is still a lot of assistance from the provincial traffic section. Councillor Weatherbie stated that the Stratford members have been prioritizing their time when it comes to school zones during the day.

Councillor Dowling stated that it is good to see the selective enforcement, as a lot of resident complaints are traffic related. He noted that there were 10 impaired investigations and Corporal Weatherbie added that during the investigations there were some where there was insufficient evidence to proceed with charges. Councillor Dowling noted that the number is still too high, but he realized that the RCMP can only do so much from an enforcement perspective.

Councillor Chandler asked Corporal Weatherbie if the comparison from 2023 to 2024 includes all occurrences and he replied that yes, it does include all occurrences. She asked if the increase in traffic occurrences is proportionate or was there more attention to traffic over the last year than the previous year? Corporal Weatherbie replied that it can depend on what calls might come in, but traffic is definitely a priority.

Mayor Ogden noted that he received an email from a resident who was concerned about people not stopping for school busses when the red lights are flashing, and he asked Corporal Weatherbie if he noticed an increase in this type of complaint. Corporal Weatherbie replied that he didn't personally notice an increase in December when reviewing the files. Mayor Ogden asked if the bus drivers report these incidents to the RCMP and Corporal Weatherbie replied that the bus drivers inform the school board who in turn would send a report to the RCMP and a file would be created.

Mayor Ogden stated that he appreciates all the work being done by the RCMP especially with the youth, newcomers, and seniors.

Corporal Weatherbie noted that Sgt. Travis Gallant has started with Queen's District and Constable Brandon McInnis also started last week and is now full time in Stratford.

d) Humane Society Report

The report for the month of December 2024 was included in the agenda package.

e) Cross Roads Fire Department

The report for the month of December 2024 was included in the agenda package. Councillor Dowling stated that the recent fire at the senior's apartment was very well

managed by the fire department, and the response from the Town was also top notch in providing temporary accommodations to displaced individuals. He noted that we are very fortunate to have a committed fire company and committed Town staff to work on behalf of our citizens.

Councillor Jackson took a moment to thank the CAO for acting quickly to get the residents of the apartment building to the temporary shelter. Mayor Ogden also thanked the CAO for getting the residents of the building to the Stratford Emergency Services Centre as it was 3 o'clock in the morning and with everyone involved working together (fire company and the CAO) things worked smoothly.

f) **Resolution SS001-2025 Unsightly Premises Cleanup**

Moved by Councillor Ron Dowling

Seconded by Councillor Jeff MacDonald

WHEREAS the property at 11 Barkley Avenue has been repeatedly in violation of the Town of Stratford's Dangerous and Unsightly Premises Bylaw #22 since 2022 or longer, with notices of violation issued in 2022, 2023, and 2024; and

WHEREAS on November 4, 2024, a Summary Offence Ticket in the amount of \$500 was issued by the Town's bylaw enforcement officer and was unanswered by the deadline of December 4, 2024, deeming the property owner guilty of the offence; and

WHEREAS a notice was delivered to the property on December 11, 2024, to inform the property owner that as the property remains in violation of the bylaw, they are now subject to the additional \$1000 Penalty prescribed in section 5(b)(v) of the Town of Stratford's Summary Offence Proceedings Bylaw #49 and that a resolution would be brought to the January council meeting recommending that the Town arrange for cleaning of the property and that a lien be placed on the property until such time as the cost incurred is recovered in accordance with Section 10 (b) of the Town of Stratford's Dangerous and Unsightly Premises Bylaw #22.

BE IT RESOLVED that the Town will enter onto the property at 11 Barkley Avenue to correct the above noted deficiency and the cost incurred by the Town shall, including penalty fees, become a lien on the property until payment is made.

Discussion: This resolution bears the recommendation of the Safety Services Committee.

Councillor MacDonald asked if there was contact made with the resident/property owner to explain what might be taking place in regard to

this issue and the CAO replied that there was a notice issued to the property owner. He added that the property owner was also asked to appear in court, but he doesn't believe that they did. The CAO stated that if the resolution is approved, we will send out another notice to indicate that we will be coming on their property and we will likely hire a contractor to do the work. The CAO added that we have done this in the past with unsightly premises with regards to people not cutting their grass.

Councillor MacDonald stated that if the resolution does pass, he would like a copy of the resolution to be included with the next notice. The CAO noted that the property owner is well aware that this issue has come 'to a head' and we will also alert the RCMP in case there are any issues. Councillor Cox stated that even if we put a lien on the house, if the homeowner never sells the property, we will not get our money back. The CAO noted that if this behaviour continues there may be some other avenues we can try.

Deputy Mayor Gallant stated that he would like to see a bylaw officer hired and he/she could work with the RCMP on these types of issues. Mayor Ogden noted that we can discuss it as part of the budget process.

Question: **CARRIED**

g) Resolution SS002-2025 Appointment of the Directors to the Cross Roads Rural Community Fire Company

Moved by Councillor Ron Dowling
Seconded by Councillor Gordie Cox

WHEREAS the Town of Stratford has a right and responsibility to appoint seven members to the Board of Directors of the Crossroads Rural Community Fire Company; and

WHEREAS it is desirable to have new persons appointed each year to represent the Town on the Fire Company Board.

BE IT RESOLVED that the following persons be appointed to serve on the Board of Directors of the Cross Roads Rural Community Fire Company for the year 2025:

Town Council Representative

- Councillor Ron Dowling

Community Representatives:

- Carol-Anne Duffy
- Leigh Jenkins
- Rick Richard

- Bernadette Milner
- Gregory Anthony
- Dave Swan

Discussion: Mayor Ogden noted that this is an important committee and there is a lot of work done by this committee.

Question: **CARRIED**

10. RECREATION, CULTURE AND EVENTS

Councillor Gordie Cox gave an overview of his report as follows:

Recreation, Culture, and Events – The committee did not hold a meeting in December. The first meeting of the new committee will be held on January 23, 2025.

Stratford Youth Centre and Youth Council – The youth centre Annual Awards Banquet was held on December 22, 2024. Mayor Ogden attended to help present to our ‘Top Youth Centre Volunteers of 2024.’ In 2024, 106 youth members contributed 5128 volunteer hours in the community. There are currently 77 active members participating in the youth centre program. It was noted that membership registrations tend to increase in January.

The youth centre reopened for the season on January 6, 2025. Drop-in sessions are Mondays, Wednesdays, and Thursdays. Additional programs at the youth centre over the winter include youth council, art club, drama club, and leadership. In addition, there are different activities each week in the activities room. The youth centre is continuing to offer different birthday packages over the winter and high school aged youth members work as party supervisors during birthday parties.

Events – Stratford’s first *March of the Elves* took place at Andrews of Stratford in early December. A big thank you to Glen Stewart Primary School music teachers Lisa MacDonald and Elizabeth MacLean for their time, talents, and helping in the organization of this holiday event. The Town would also like to thank the staff at Andrews of Stratford for facilitating and coordinating this event for their residents. From all accounts, the children in the choir and Andrews residents enjoyed the event. A special thank you goes out to ‘Santa Claus’ for making a surprise appearance.

The Town of Stratford hosted its annual New Year’s Day Levee at the Stratford Town Centre on January 1, 2025, and approximately 600 guests attended. The guests were greeted and shared best wishes with the Mayor and Council.

Winter Fest planning is well underway. The annual winter festival is scheduled for Saturday, February 8, and Sunday, February 9, 2025, from 1:00 p.m. to 5:00 p.m.

Programs – Winter programs registration opened on December 1, 2024. Arts and recreation programs are using various Town spaces to meet the needs of residents.

11. FINANCE AND TECHNOLOGY

a) Report was included in the agenda package for Council to review. Councillor Jackson stated that the committee will hold their first meeting on January 15, 2025. He also took a moment to thank Councillor Dowling for his two years of great service as chair of the committee.

- The utility bills are being processed, and e-bills have been issued and the paper bills will be going to Tremploy on January 13, 2025, for processing. The due date for payment is February 18, 2025
- We are working with the Provincial Credit Union, Townsuite, and staff to set up an electronic payment system for payables
- Attended a virtual presentation on the new corporate credit card application
- Staff was busy cleaning out their office space and some staff members have moved to their new offices
- Attended a meeting with the CAO, the director of infrastructure, and the City of Charlottetown on the wastewater treatment agreement
- We are working on the forecast to the year-end information
- Working on budgets for 2025-26
- Met with infrastructure and recreation staff to discuss staffing needs for 2025/26; and
- Staff continues to be busy with the day to day items in the finance department.

Mayor Ogden noted that we are entering a budget cycle, and we are asking for input from our residents, and he asked the finance director if we have received any input to date. The finance director replied that yes, we have received some budget requests, and they will be included on the Finance and Technology Committee agenda for the meeting being held on January 15, 2025.

b) Financial Statements

Included in the agenda package for Council to review.

12. PLANNING, DEVELOPMENT AND HERITAGE

a) Report was included in the agenda package for Council to review. Councillor MacDonald noted that the committee met on January 6, 2025, and it was basically an introductory

meeting and a great opportunity to meet the new committee members. He noted that we have an impressive group with some planning experience, and we can rely on their knowledge. Councillor MacDonald noted that we are also well served by our planning staff.

- b) Permit Summary was included in the agenda package for Council to review. Councillor MacDonald briefly reviewed the summary noting that it was a banner year for planning with the development value of some of the institutional projects that are being undertaken by our provincial partners. It is always good to see the mix of development that is occurring within the Town which suggests a vibrancy that exists in the Town.

Councillor MacDonald noted that there is a public meeting scheduled for January 29, 2025, and it is encouraging to have as many Councillors as possible in attendance to lend support to the residents who attend.

Councillor Jackson noted that we mentioned the business park and the interest in the lots and he asked if there has been any change to the rules around signage. Is this something that has been looked at or will be looked at when we expand onto the community campus property, and Mayor Ogden replied that he felt that it would be part of the review of the Zoning and Development Bylaw. The CAO stated that at one time we did acquire some additional land out near the Trans-Canada Highway for additional signage for the business park and he believed that we are still pursuing; he also noted that there is a signage bylaw. Councillor Jackson noted that there is a sign in the business park that is lit and it looks good. He hopes that as we evolve, we can consider lit signs as he didn't feel they were offensive to anyone.

The planning director Dale McKeigan stated that when we start the engagement process with Upland, it would be a good opportunity for all Councillors and board members to attend those meetings and specify any concerns they may have or what they see necessary going forward. However, every aspect of the official plan and bylaw we currently have will be reviewed and we will have a chance to respond.

Mayor Ogden stated that the Official Plan review is underway and there will be lots of opportunity for Council to weigh in.

13. INFRASTRUCTURE

- a) The Report was included in the package for Council to review. Deputy Mayor Steve Gallant reviewed the report as follows:

Several infrastructure projects are under design and progressing well and on track for tendering before spring, such as the Glen Stewart Drive multi-use paved trail and Aptos sewer lift station decommissioning. The design for the Reeves Estates water distribution

replacement will be complete and a tender ready package submitted by the end of January. Funding needs to be secured before this project can proceed to construction. Staff remains involved with the review and coordination with the consultants to keep these design projects on schedule.

The sump pump redirection rebate program continues to be successful with 25 properties registered for the program to date. There is still funding available, so we encourage all who have a sump pump connected to the sewer system to contact the Town for more information on the program.

Infrastructure staff has been busy with the following:

- Maintaining Christmas displays
- Installation of rink liners and flooding of rinks
- Winter maintenance and grooming of trails
- Snow clearing and salting of walkways and parking lots
- Renovating, painting, and moving office spaces at the Town Centre
- Gravity sewer flushing and lift station cleaning will continue as weather allows. Approximately 85% of the system has been completed this year
- Water and sewer inspections, meter installations, and water turn-ons for new development are ongoing
- Deficiency tours of new development projects
- Completed the fourth quarter water meter readings for billing; and
- Ongoing inspection and maintenance of water and sewer systems and facilities; and managing ongoing customer and resident inquiries and concerns.

During the month of December there were no sewer or water emergencies.

Deputy Mayor Gallant asked the Deputy CAO Jeremy Pierce to give an update on the community campus. The Deputy CAO stated that the province has indicated that it will match the Town's contribution, which is fantastic. We have been in extensive discussions with Minister MacAulay over the past six months and submitted a 25 million dollar application through the Green Inclusive Buildings Fund in late November. Our understanding is that program is being reviewed. We know that there was a little over two billion dollars worth of applications put in for 550 million dollars in funding. We do know that our funding application has been short listed paired down to the billion dollar mark, so that is good news. We haven't been eliminated from that fund as of now. The Deputy CAO stated that he and the CAO followed up with Minister MacAulay and the former Minister of Housing and Infrastructure Sean Fraser's two assistants where we learned the information of our federal fund. He noted that even as late as New Year's Day we were

able to canvas Minister MacAulay and other individuals about the importance of the project to the Town in regard to the fundraising campaign. We are still having discussions with individuals and corporations and their biggest question is where is the Town, the provincial government, and the federal government on this issue, and many have indicated their support for the project. We are still working through the financial numbers and it is very labour intensive. He stated that he appreciates all the efforts that Ray Murphy and David Dunphy have put into the campaign, and we have quite a number of meetings lined up.

14. COMMITTEE OF THE WHOLE

a) Resolution CW001-2025 - Council Procedural Bylaw Amendment #47-C – 2nd Reading

Moved by Councillor Jill Chandler

Seconded by Councillor Ron Dowling

WHEREAS Council has established the Council Procedural Bylaw, Bylaw #47, provide for the appointment of residents and stakeholders by Council to provide public input to Council in its deliberations; and

WHEREAS it is desirable to discontinue the Active Transportation Sub Committee and have the work of this committee now be reflected in the Infrastructure Committee, with use of ad-hoc and one-time community volunteers as required; and

WHEREAS it is desirable to discontinue the Arts and Culture Sub Committee and have the work of this committee now be reflected in the Recreation, Culture, and Events Committee, with use of an ad-hoc and one time community volunteers as required.

BE IT RESOLVED that the attached Bylaw #47-C, a bylaw to amend the Council Procedural Bylaw, Bylaw #47, be hereby read and approved a second time.

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

Councillor MacDonald stated that no one is deemphasizing the importance of the work that the Arts and Culture Sub Committee did. He added that there are still a lot of projects that we expect to have some ad-hoc development on. He noted that we are trying to be as respectful as we can of people's time and as respectful as we can of people's resources, as well as Town resources, and we are looking how to best deploy these resources.

Mayor Ogden added that the major issue is the fact that when you have a sub-committee there is a filter that sometimes goes through another level before it comes to Council, and sometimes by focusing on a specific issue it

seems to take it out of the realm of the larger committee. This gives it direct access to Council rather than through the filter of another committee.

Councillor Cox stated that the night of the volunteer social one of the members of the Arts and Culture Sub Committee was quite concerned about this new development. They felt that it was not a step going forward but a step going backwards. This person is an artist in Stratford who came from a larger city out west where they were on an Arts and Culture Committee, and they met twice a month but of course they came from a larger city. We will need to see how things go, but it hasn't been without some disdain. Councillor Cox stated that there are some people who felt that this was not the right direction to go in, but we will see what happens and hopefully this will be a good thing for the Town.

Councillor Chandler stated that she supported this initiative because she believes it will streamline processes. We will become more efficient in advancing the arts and culture portfolio. She felt it would make our options and decisions happen more quickly.

Question **CARRIED**

b) Resolution CW002-2025 Council Procedural Bylaw Amendment #47-C – Adoption

Moved by Councillor Jill Chandler
Seconded by Councillor Gordie Cox

WHEREAS the attached Bylaw #47-C, a bylaw to amend the Council Procedural Bylaw (Bylaw #47), was read and approved for a first time on December 11, 2024; and

WHEREAS the attached Bylaw #47-C, a bylaw to amend the Council Procedural Bylaw (Bylaw #47), was read and approved for a second time on January 14, 2025; and;

BE IT RESOLVED that the attached Bylaw #47-C, a bylaw to amend the Council Procedural Bylaw (Bylaw #47), be hereby adopted.

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question **CARRIED**

15. SUSTAINABILITY COMMITTEE

- a) Report was included in the agenda package for Council to review. Councillor Jill Chandler reviewed the report as follows:

The Sustainability Committee will be holding their first meeting on February 12, 2025. We look forward to meeting our new committee members and reconnecting with our returning members.

Over the past month staff has enjoyed time off during the holidays and are beginning to get back into planning mode for the upcoming year, including working on budgets and funding applications.

As the new year gets underway, and the committee meets, further updates will be shared; however, a couple of items to be aware of include:

- Launch of the 2025 Residential Tree Planting program to come in the near future
- Launch of a 'Think Stratford Campaign' to support our local business community
- Upcoming meeting with a date yet to be determined, in hopes of reinvigorating the Stratford business group and work together to plan/host upcoming events and activities; and
- Planning for summer staff and required tasks.

b) Transit

The report was included in the agenda package. It was noted that there was a little dip in ridership in December, so we will see where it levels out in January. Councillor Chandler noted that she will be meeting with the CAO to learn more about the transit portfolio.

Mayor Ogden noted that the study has been completed by the consultant on how we can improve the transit system and we have requests in for transit within the Town itself.

Deputy Mayor Gallant asked if the Town is responsible for cleaning the bus shelters and the CAO replied that the Town pays Trius to clean the bus shelters. However, he added that if there are large mounds of snow in front of the shelters, we sometimes need to get involved.

16. HUMAN RESOURCES

Resolution HR001-2025 – Respectful Workplace Policy

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Gordie Cox

WHEREAS it is a requirement of the Workers Compensation Board of PEI, under the Occupational Health and Safety Act, that organizations have a Harassment Policy, and;

WHEREAS it is desirable that the Town has a Harassment Policy (Respectful Workplace Policy).

BE IT RESOLVED that the attached Policy, Policy # 2025-HR-01, Respectful Workplace Policy, be hereby adopted.

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

Following a brief discussion a motion was put forward to defer the resolution to allow for further discussion.

It was moved by Councillor Jill Chandler and seconded by Councillor Gordie Cox that this resolution be deferred to allow for further discussion. Motion Carried.

17. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY (IAA)

The Intergovernmental Affairs and Accountability Committee will hold their first meeting on January 23, 2025. The committee will have a mix of new and returning committee members.

Some items which have been worked on and/or continue to be worked on recently include:

- Early preparation for the 2025 Annual Resident Survey
- Ongoing meeting and discussions with municipal, provincial, and federal representatives
- Results Matter (key performance indicators for the Town of Stratford) will be updated in the coming weeks, including updates to the website launched in 2024 to report on them; and
- Preparations for the IAA meeting later this month.

18. INQUIRIES BY MEMBERS OF COUNCIL

Councillor Cox noted that he received a note from a resident of the Town in relation to a program that is being done in Milton called 'Snow Angels.' The way it works is when someone needs help with shoveling their doorstep/walkway, especially people with disabilities or some of the more senior residents, there is a phone number people can call to have someone come and do the shoveling for them. Councillor Cox felt that it is a good program and he plans to look into it a bit further.

19. OTHER COMMITTEES

a) Stratford Senior's Complex

Deputy Mayor Gallant gave an update on the Stratford Senior's Complex as follows:

- Review of the draft building assessment report from Coles. A meeting will be setup with staff to review the report

- We are building a spreadsheet based on the building assessment report to help guide the maintenance and capital projects that need to be completed over the next five to seven years (for staff use)
- Review the new application program protocols to apply for a new funding agreement through Canada Mortgage and Housing Corporation (CMHC) to replace our expiring agreement
- Generator inspections and fire alarm inspection have been completed
- There have been some issues with the snow removal and we spoke with the contractor to get the issues rectified; and
- There are currently 26 people on our waiting list.

Deputy Mayor Gallant noted that as a result of the fire at St. John House, it was felt that going forward we will encourage the residents of the senior's complex on Mutch Drive to get tenants insurance if they don't already have it. He added that it should also be a requirement for any new tenants coming into the building.

Councillor Chandler asked if the residents of the complex have fire drills and Kim O'Connell replied that they do have fire drills on a regular basis.

Deputy Mayor Gallant asked Kim to give an update on CMHC with regard to the senior's complex lease that will be expiring soon. Kim stated that we have received some information from CMHC, and we are required to fill out some forms for them, but basically all we need to do right now is advise them that we are interested in renewing our agreement with them. It is a different type of agreement, but we just need to tell them that moving forward we are interested in renewing the agreement and it will be sent to us in a few months. Kim added that the new agreement is not long term; it will just run until March 31, 2028.

Councillor Dowling noted that we have 26 people on the waiting list, and he wondered if there might be any opportunity through any type of program to increase our number of senior units. He felt that it is something that we should continue to strive for through whatever resources we might be able to access in order to meet the needs of the community. Kim stated that our CAO meets with provincial representatives on a regular basis and senior housing is on our list of requests, and we would be willing to partner with the province. The CAO added that there have been some conversations about the property on the Trans-Canada Highway, and we have also had inquiries from a developer to see about purchasing that property. We reiterated that we want to see some type of government facility built on that particular property. There was a recent discussion with both of our MLA's to indicate that we want those discussions to happen soon. The CAO added that he knows that the MLA's met once with a developer who is still trying to come

up with a viable option, and senior's housing is one of the options. It could also be a medical home or child care facility, but senior units were mentioned several times.

20. APPOINTMENTS TO THE COMMITTEE

a) Resolution CW003-2025 – Committee Member Appointment

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jody Jackson

WHEREAS Council has established a number of Standing Committees and Sub-committees in the Council Procedural Bylaw, Bylaw # 47, to advise and assist Council in its deliberations; and

WHEREAS the Bylaw provides for the appointment of residents and stakeholders by Council to provide public input to Council in its deliberations.

BE IT RESOLVED that the following resident be appointed to the Planning, Development, and Heritage Committee for the remainder of a two-year term ending on November 30, 2026, as follows:

Planning, Development, and Heritage Committee

- Derek Kronemeyer

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

Question: **CARRIED**

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:33 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO