

Monthly Council Meeting Minutes

November 20, 2017

Present

Mayor Bill Martin
Deputy Mayor Norma McColeman
Councillor Frank Costa
Councillor Gordie Whitlock
Councillor Brent Gallant
Councillor Brian McFeely
Councillor Greg Campbell
Councillor Tyler Desroches
Bob Ashley, Chief Administrative Officer
Rob Philpott, Director of Financial Services
Brian Hawrylak, HR Officer
Joanne King, Communications Officer
Members of the Media
Members of the Public

Call to Order / Approval of Agenda / Conflict of Interest Declaration

The meeting was called to order by Mayor Martin. Item 5c, Resolution on the Honeywell Energy Project will be deferred to December meeting.

Motion It was moved and seconded:
That The amended agenda be approved as circulated.
Motion Carried

Conflict of Interest Declaration – No conflicts were declared by Council with any items on the agenda

Approval of the Minutes

Motion It was moved and seconded;
That The minutes of the Monthly Meeting dated October 16, 2017 and the minutes of the Special Council Meetings dated October 23, 2017, November 6, 2017 and November 14, 2017 be approved as circulated.

Motion Carried

New Business

A) Accolades

Councillor Campbell remarked on an asset planning seminar he attended last week and mentioned that recommendations that were made, the city is either doing it or have plans on doing it.

Deputy Mayor McColeman welcomed a couple of individuals from the Coalition of PEI Women in Government and Young Voters of PEI.

Councillor Whitlock congratulated Wayne Poirier on his recent retirement from Pro Hardware and to the Gallant family who will be taking over the business.

Mayor Martin congratulated the volunteers at the Roar of the Rings for their hours they put in as well as Ms. Gallagher for her Coats for Kids campaign drive.

B) Presentations

Age Friendly Committee

Shirlene O'Brien and Peter Holman made a presentation on age friendly

Summerside is a member of The World Health Organization's (WHO) Global Network of Age-friendly Cities.

An age friendly city is a community where physical and social environments support and enable people of all ages. It includes older individuals, to live in a secure environment, enjoy good health, and continue to participate fully in society.

They had a five year plan, and provided an overview of activities from year 1 to 4 and proposed activities for year 5. The organization is now in year 4,

The group believes that:

- ◆ promoted the development of accessible and inclusive communities that support active aging
- ◆ worked with residents, businesses and community organizations to create a collaborative age-friendly action plan, and

- ◆ And are working to ensure a good quality of life for all citizens of Summerside.

The Age Friendly City Committee representatives presented the following budget information:

- ◆ 2018 Budget
 - ◆ \$30,027
 - ◆ Includes \$5000 for Evaluation & Evaluation Report needed for WHO assessment for designation
- ◆ 2019 Budget
 - ◆ \$9,114
 - ◆ Includes Final Report for the public and participants and mailout to MLA's, etc.
 - ◆ Total Requested \$39,141

Downtown Summerside

Pierre Gallant made a presentation on behalf of Downtown Summerside Inc. he provided an overview of the Board, mission, activities, new initiative and marketing.

DSI is seeking funding partners to implement a Downtown Façade Improvement Support program. The Façade Improvement Support Program encourages commercial building owners in the Downtown Summerside area to invest in façade renovations and storefront improvements by providing matching grants to cover a portion of renovation costs. Many façade improvement programs have been successfully implemented in our Atlantic Region. These projects have improved the aesthetic appeal and increased the property values of the buildings in these communities. DSI is willing to contribute \$10,000 to launch a façade improvement program with the intent of finding a partner to match or exceed the financial commitment.

Downtown Summerside 2018 Budget Requests

- The annual grant of \$48,000 remain the same as it has in the past.
- \$40,000 grant for cover long term loan. Payment \$25,000 annually.
- \$10,000 contribution to DSI's façade program.

Choose Summerside

Nancy Quinn made a presentation regarding Choose Summerside.

The 2017 event had

- Three partners
- Over 1200 guests through the door
- Over 300 participants
- 75 booth spaces filled
- 5 Activity Sponsors
- 1 Corporate Event Sponsor

Choose Summerside is seeking to use both arena surfaces in 2018 and are requesting \$25000 in kind/Cash Sponsorship with a minimum \$10,000 cash contribution

Mayor's Report

The Mayor commented that the current council was sworn in 3 years ago. He stated the City has a booth at the Rotary International trade show in Toronto next year. The new city well field is currently drawing water. The Mayor attended the opening of the PEI Legislature and participated in the Remembrance Day Ceremony. He attended the opening of the solar farm last Friday. The Mayor stated that IOS has been opened for one year and now has 170 employees. He also stated that 63% of energy needs for the City last month was provided through wind.

Financial Services

Report:

Councillor Costa:

"Although the General Fund is in a deficit position as of the end of September, the Fund still is performing ahead of budget expectations to this point in the fiscal year.

This is consistent with our practice in previous years. At this point in the year, we typically would be in a deficit position, as capital expenditures ramp up at a greater rate than the funding that supports them.

This is the primary reason why the City budgeted a \$1.1 million shortfall as of the end of September. In addition, the City's budget is based on the old formula for our provincial funding (ie. municipal support grant and equalization). As a result, we are receiving \$40,000 less a month than budgeted, as \$800,000 of our funding will be received as a HST rebate which has yet to be claimed.

However, members of Council will note that our actual shortfall is almost \$50,000 less than what we expecting at this point in the year. The lower-than-expected shortfall is driven primarily by the fact that the City received \$150,000 in unbudgeted government funding for various economic development initiatives earlier this year.

Nevertheless, we do expect that the City's financial results will "smooth out" over the rest of the year, as we are projecting a surplus of \$34,000 in the General Fund by year's end.

Overall, the City's utilities finished the period ended September 30th in a positive position. This continues the trend from the first few months of 2017. For the electric utility, the year-to-date actual is \$735,000 above expectations.

It should be noted that the month of September saw higher wind power production as compared to the previous month: 40% of the City's total power came from wind energy (as opposed to 29% in August). Even though wind power production increased, power purchase costs also increased by almost 2% (as did revenue, which could be attributed to increased consumption by ratepayers for cooling needs).

The water and sewer utilities are performing ahead of expectations, although this is due more so to the timing of unmetered/metered sales for both utilities. The sewer utility is also projecting to be slightly over budget on the cost of chemicals used in the treatment plant.

With respect to our capital spending, the City has incurred \$6.7 million in total capital expenditures, against a year-to-date budget of \$6.9 million as of the end of September. Based on the progress of our ongoing capital projects, we expect to finish the year at \$11.1 million of capital expenditures, against a budget of \$11.5 million.”

Resolution It was moved by Councillor Costa and seconded by Deputy Mayor McColeman;
BE IT RESOLVED THAT Council authorize the Mayor and the CAO to sign the Memorandum of Understanding with the Province of PEI concerning forthcoming tax credit provisions to be embodied in amendments to the Real Property Tax Act and associated regulations.

Resolution Carried

Economic Development

Report:

Councillor Gallant:

“I wanted to follow up on our recent newsletter sent out by the EDO that touches on the value of business tools. As our economy continues to undergo fundamental change, our customer base demands more timely and market specific information from new tools and new practices. Key market data is critical to staying current. Whether retail, manufacturing or a seasonal business, having access to sound critical market data is key to growing your business, on deciding on a next location or finding that perfect employee to help you grow. Data can assist with formulating new product ideas, finding effective ways to increase sales, and tapping into new ways of getting to market or simply allow you to build a knowledge base of your industry.

The Department of Economic Development understands the challenges and opportunities that data and tools play in helping to land that next big deal or customer, in developing the all-important means of getting the order to market on time and on deciding the right location to increase your chances of success. Over the past number of years we have built a suite of tools specifically tailored for our business community. These tools assist businesses in understanding the local, regional and international markets and how key tools and data can help in their business planning and execution strategies for growth.

Be it our community profile which is a collection of current and historical business data, our business directory providing a source for services and partnerships or our real estate finding tool or labour tool all focussed on making sure existing and prospect business have the latest information and applications to doing business in Summerside easier.

IO Solutions Summerside: is looking to Expand and is looking to hire Bilingual Customer Service Representatives (English/Cantonese, English/Mandarin) for their Summerside, PEI location. The IO Solutions Call Centre is privately owned and has been in operation since 2007, operating a Business Process Outsourcer headquartered in Prince Edward Island. To learn more about this exciting opportunity and apply for this position, contact IO Solutions at

info@iosolutions.ca referencing the Summerside opportunity. To learn more about IO Solutions, visit them on the web at <https://www.iosolutions.ca/>

Homeward bound Program: The relaunch of Summerside’s Connections Program is a couple weeks away from its official rebirth as “Homeward Bound”. There’s no doubt that home is where the heart is. Those who have had to leave would usually love to come back and those they left behind would love to have them... if only they could. Well now there’s a new program coming to Summerside that could soon be turning those dreams to reality. Called Homeward Bound, it’s a program that packages all the incredible changes our city has seen over the past 5 to 10 years for the sole purpose of bringing loved ones back home... family, friends and all those folks who would love the Summerside lifestyle. Sound too good to be true? Just wait till you see how easy it is when the Homeward Bound envelope arrives in your mail. Coming soon. Don’t miss it!”

Technical Services

Report:

Councillor Gallant:

“We are now well into November and the weather has been great all fall but now it seems to have finally turned the corner and with that, our busy construction season is coming to a close. The addition at the College of Piping is nearing completion, the renovations and addition to the ADL building continues. The construction at Three Oaks continues on the inside and work has finished on the renovations to the track and sports field.

In regards to our own City projects: The Sidewalk program and the Curb replacement programs are wrapping up. The water main replacement program is wrapping up for the Fall and will continue next Spring. Work is now completed on 2 of the 3 large road crossing culverts, South Dr. by the bottle exchange and Water St. West are now completed. The third one on Water St. by the KFC, is nearly completed.

Work has started on the development of the second well field, located between Bayview drive and MacKenzie Drive. It is an important project in order to do our best to provide water for the citizens and businesses in our City. Work will continue on this project as long as possible this fall and pick up again in the spring.

Staff are now turning their attention and efforts in order to prepare for the next construction season. Staff are reviewing existing infrastructure and pricing up the associated costs in order to bring forward a capital budget for the 2018 construction season.

Staff continues to review and assist the public with development and building permit information. Citizens are encouraged to stop in and speak to staff for assistance with their projects that they may have planned for next year. “

Resolution It was moved by Councillor Gallant and seconded by Councillor Whitlock;
WHEREAS a request was received from Corey Laureijs to have the City cost share a portion of the construction cost for the proposed cul-de-sac on Rebecca Drive (Lots 30, 31 and 32);
AND WHEREAS the latecomer charge, under section 4.7 of the *Subdivision and Site Development Bylaw SS-19*, is a lien charged against a benefiting property by the City, with the intention of eventually recovering the cost share which it originally financed and any additional interest owing on that amount;
AND WHEREAS the latecomer charge will be applied to lot 31 (PID# 1060359);
BE IT RESOLVED THAT the City pay one third of the construction cost in the amount of \$24,000.
Resolution Carried

The Mayor indicated that with the next resolution dealing with an unsightly property at 99 Duke Street, there was a request made to speak on this first. There was no objection from Council to do this.

Jack DesRoches, stated that he and his son were the property owners. He stated that their intention is to fix the property but they are busy now. He stated that they were never contacted in regards to the property while the media stated that attempts to contact them were made several times. He stated when the oil line was cut, the police were able to contact them at 6am in the morning. A registered letter was sent, but it was returned to the City.

Councillor Whitlock made a motion that was seconded by Councillor Gallant
To postpone this to January Council Meeting to allow Mr. DesRoches time to rectify the situation and contact Technical Services.
Motion carried

Police/Fire& Emergency Planning

Police Report:

Deputy Mayor McColeman:

“Committee and Volunteer Work

Our police service continues to work with several organizations in our community. Several members are on different committees/groups which address many issues such as: family, social, educational & security concerns. Cst Davis attended Child and Family Services in Charlottetown and participated in the announcement for Government Funding for Child Protection Services of PEI so they can provide more training for social workers and police interviewing child victims of sexual assault. The funding will also be used to upgrade child-friendly spaces for conducting the interviews.

Training and Service Enhancements

One member attended Carbine instructors training for 1 week, two dispatchers took a one day one day Emergency Communications training, one member took a 2 day supervisors course, 3 members driver training, 2 members had Tact Troop training in Aldershot NS, 4 members had Domestic Violence training.

Other Noteworthy Events

Talk to CNIB members on safety, fraud, etc., Operation Impact vehicle checks re traffic offences, Indigenous Justice workshop, several members attended talk on Fentanyl, Strengthening Families programs at Boy's & Girls Club, pancake breakfast Gen XX, breakfast with Premier, Police Act meetings, Police Review meetings.

Occurrence Statistics

A complete account of the month's occurrences will be made available to Councillors and media upon request. The following is a list of some of the totals for October;

Traffic Accidents – **18**

Crimes Against Persons (Assaults, Threats, etc.) - **39**

Crimes Against Property (Thefts, B & E's, Mischief, etc.) – **88**

Impaired Driving Offences – **11**

Highway Traffic Act Tickets – **58** (Speeding, stop signs, hand held devices, etc.)

Parking Tickets Issued – **108 & 28** Warnings

Provincial Statutes – **64** (Fail to remain, Due Care & Attention, Disqualified Driving, etc.)”

Fire Report:

“There were 13 paged calls for the month of October; the breakdown is as follows:

1 - MFR Call (Medical First Responders)

3 - Alarm Panel Calls

1 - Structural Fire

1 - Mulch Fire

1 - Miscellaneous Call

2 - Accidental False Alarms

4 - Cancelled Calls

There were 11 training opportunities for the month totalling 44 hours; the breakdown is as follows:

Oct 02/17 - Company Practice	1.5 hrs
Oct 10/17 - Lunch & Learn	3 hrs
Oct 11/17 - Lunch & Learn	2 hrs
Oct 12/17 - Lunch & Learn	2 hrs
Oct 10-13/17 - Live Fire Training at PCH	6 hrs
Oct 13/17 - Lunch & Learn	2 hrs
Oct 14/17 - FPW Open House	2.5 hrs
Oct 16/17 - Controlled Burn	2 hrs
Oct 23/17 - Hose Testing	1.5 hrs
Oct 26/17 - Fire Prevention (Grade 3 Classes)	1.5 hrs

- Our annual Lunch & Learn program was another resounding success with 60 of our local students being picked up at their school, taken to the fire department, given a good taste of firefighter life and returned to school after lunch. Transportation courtesy of a fire engine. Thanks kids!!! We certainly enjoyed it as much as you.
- Also *Fire Prevention Week* gave us the opportunity to play host to our residents during our Open House on Saturday October 14. Thank you to everyone who showed up, it's nice to be able to talk with the public and show off our firefighting equipment in a non-stressful situation. "

Community Services

Report:

Councillor DesRoches:

"The City of Summerside (SETS) and the City of Charlottetown (SCORE) announced they will be co-hosting the 2019 Canadian Ringette Championships. The event will be held from April 7-13, 2019 and will see between 40 and 48 teams from across the country competing in three divisions. It is expected to bring over 3,000 visitors to the region

The Centennial Auto Groups Sponsorship has been extended for an additional 4 years.

MHL Showcase was held at Credit Union Place from October 10th-11th. 11 teams from across the Maritime Hockey League competed.

218 All-Access Pass Halloween packages were sold this year.

The 2018 Home Hardware Road to the Roar Curling Pre-Trials were a huge success. 16,000 tickets were sold for the week-long event. Competitors and visitors could not say enough about the hospitality they received from the City of Summerside. Local businesses felt the impact of the event with some sending thank you notes for all the extra business they received during the week. The event generated an estimated 2.4 million dollars in economic impact.

SETS received a re-brand in time to be launched during the Road to the Roar. Now referred to as Sport Entertainment Tourism Summerside, SETS branding was seen on National television during the live broadcasts of the event

Despite a tie-breaker curling match causing significant delays in set up. Eastlink Arena was ready to go for the City of Summerside's Remembrance Day ceremony in under 7 minutes. Approximately 3,000 people attended the service."

HR and Legal Affairs Report:

Councillor McFeely:

- “Congratulations to Cst. Gina Lisi and Cst. Chris Quinn who recently accepted fulltime positions with the Summerside Police Service.
- We currently have a hiring competition ongoing for an Electrical Engineer to join our team at Summerside Electric.
- The Joint Occupational Health and Safety Committee continue to meet on a regular monthly basis as well as department sub-committees
- City staff participated generously this past month in the local “Coats for Kids” campaign.

Governance, Policy and Strategy Committee Report:

“Facility Fees, Waivers, Discounts

GPS has not met since it brought its status report on facility fees, waivers and discounts to Committee of Council earlier this month. The next scheduled GPS meeting is November 27th.

GPS will be looking over input from the CoC at its next meeting. Some of the salient issues expressed include the importance of identifying and communicating the cost burdens borne by the general tax base to supply low-cost or no-cost use of facilities. Beyond the comparative analysis of fees charged by other municipalities, it was also pointed out that we should have a picture of our own costs before Council weighs in on what might fair and equitable.

Knowing costs is also important in setting the level of subsidy most appropriate for each of several different categories of users and types of facility used. Committee of Council did find it useful to segment users and facility types into four major groups:

Group 1: Outdoor Turf and Ballfields and Lighting

Group 2: Ice Rentals, Team and Recreational

Group 3: Government and Institutional

Group 4: Atypical and/or Unique

GPS will likewise examine the issues using this framework. Once we have a better idea of costs, GPS can develop a range of approaches, with hypothetical test cases. For example, given known costs, scenarios can be developed for multiple options to select a subsidy level, e.g. 0%, 20%, 40%, 50%, 60%, 80% and 100%, the 100% being the present status quo in most cases. In some cases, however, it may be better to set a fee level based on something other than a percentage of costs. Second, if any new fees are to be levied, rate shock should be recognized as a potential for some groups and be avoided, if possible. Thus, it may be helpful if fees are phased in over 1, 2, 3, or even 4 years in a graduated way. Third, consideration of subsidizing that portion of the population who neither live in Summerside nor pay Summerside property taxes can be reviewed. Fourth, instances of multiple financial

draws on the tax base from any single organization—e.g. golf tournaments, advertising sponsorship, fund-raising dinners, etc-- in any single year should be factored into decision making.

Finally, any councillor is invited to put forth any ideas for criteria or factors GPS ought to be looking at in developing its options and recommendation.

A communications plan, will necessarily be an integral piece if and when new fees are introduced.”

Culture Summerside Report:

“The following report captures some highlights of Culture Summerside’s activity from the mid October to the mid November time period.

- The 2017 Ghost Walk was a success with 300 attending. Annual goers continue to express satisfaction and have recently commented positively on the quality of acting.
- The November 22nd Draw of Art event hosted by Wyatt Heritage Properties Inc. is a sold out event for this year. Forty four ticket holders will be enjoying fine food, music and will be taking home an original work by a local artist or artisan.
- The Culture Summerside 2017 School Christmas Program is now being offered to schools across the Island through the Public Schools Branch. In addition to local schools, Ellerslie Consolidated, Elliott River, O’Leary Elementary, Central Queens, and Amherst Cove Consolidated are already registered. Culture Summerside and Wyatt Heritage Properties Inc. have partnered up to utilize this program as a means to offer the Canada 150, Projections In Nation Building Project to school age children during this celebration year.

Resolution

BE IT RESOLVED THAT

It was moved by Councillor McFeely and seconded by Councillor DesRoches; Council authorize the CAO to direct the management of Culture Summerside to commence executing a project plan to renovate the Armory property, provisional upon Council receiving confirmation of: 1) final project cost estimate, and; 2) funding support from various external sources.

Resolution Carried

Municipal Services

Report:

Councillor Whitlock:

“Plant effluent for the month of October was within regulated requirements for the month. The plant treated 211,870 cubic meters of raw sewage while producing 400 tons of Exceptional Quality fertilizer from its waste sludge processing, with 0 ton of waste going to the landfill and processed 197,894 gallons of primary sewage from the surrounding area. This month the treatment plant is replacing its bio filter material and the community may experience some smells but the filter is to be back in operation in November.

The City's sewer collection efforts focused on service to 12 residents in distress and performed 1 sewer video and 1 sewer lateral replacement. The lift stations are being upgraded this month with new controls to better control alarms and system information for pump running times.

The City's water utility efforts continued their focus on service to read all water meters, performed 12 shut off and turn-ons, tested and maintain chlorine levels for safe drinking water 15 times throughout the month with all systems operating normally. All water samples for the month were tested clear of all bacteria.

Crews repaired two water main breaks this month. Crews continued the assistance for the capital works contractors to isolate, test and commission systems being added on Cedar and Notre Dame. The Water utility will be recoating the inside of its water reservoir on Pope Road soon to extend its useful life and protect it from corrosion.

In October, staff have completed the fall street sweeping efforts, parking lot painting of parking spaces and traffic lines, cleaned the storm catch basins, and finalized the curb markings for winter plowing efforts. The new salt shed has been completed this month which has doubled the City's capacity in storing salt for the winter from 300 tons to 600 tons. In November the major effort will turn to salting and snowing clearing as required.

The public is reminded that the season is here for the installation of winter tires to assist with winter driving. The public is also reminded that the snow season parking ban will be in place soon. The reason for executing a parking ban is to aid in the snow clearing and salting of the roads"

Electric Services

Report:

Councillor Campbell:

"Generation this month was 9,149 kilowatt-hours; this was for 5 training runs on October 4, 11, 18, 25, and 26 consisting of 8.4 engine run hours.

Wind power production increased in October with 63.1% of our power this month coming from renewable wind energy. The peak electricity for the month was 17.6 MW's. October of 2017 has been the windiest October on record for wind power production since the City of Summerside began using wind power production in 2007.

The City's Electric Utility had 6 new customers and 7 service upgrades this month. This month's work saw substantial work on MacKenzie Drive for developments, the College of Piping services were completed for their new expansion, raising power lines for the storm system work at KFC.

The City sales in its heat for less now program had 7 new units sold in October. The total units contracted for sales increased to 362 for October.

The City of Summerside has been offering a discounted electric rate for its 5+ year with over 250 customers receiving energy for their hot water and space heating needs.

Committee of the Whole

Motion It was moved and seconded;
That That we move into Committee of the Whole after a brief Recess.
Motion Carried

Open Session Resumed

Report:

No report

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Bill Martin
Mayor

Brian Hawrylak
HR Officer