

## Monthly Council Meeting Minutes

September 18, 2017

### **Present**

Mayor Bill Martin  
Deputy Mayor Norma McColeman  
Councillor Frank Costa  
Councillor Gordie Whitlock  
Councillor Brent Gallant  
Councillor Bruce MacDougall  
Councillor Brian McFeely  
Councillor Greg Campbell  
Bob Ashley, Chief Administrative Officer  
Rob Philpott, Director of Financial Services  
Brian Hawrylak, HR Officer  
Lorri Laughlin, Director of Communications  
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 at 6pm

**Motion** It was moved by Councillor Gallant and seconded by Councillor Whitlock;

**That** The amended agenda be approved as circulated.

**Motion Carried**

**Conflict of Interest Declaration** – no conflicts were declared by any council member with any item on the agenda

## **Approval of the Minutes**

**Motion** It was moved by Councillor Whitlock and seconded by Councillor Gallant;  
**That** The minutes of the Monthly Meeting dated August 21, 2017 and the minutes of the Special Council Meeting dated September 13, 2017 be approved as circulated.

**Motion Carried**

## **New Business**

Councillor Whitlock extended congratulations to Lt Gov. Frank Lewis as his term is coming to an end.

Councillor Gallant congratulated Warren Ellis and his family on the recent success of the Grass Roots and Cowboy Boots fundraiser for the Prince County Hospital Foundation.

Deputy Mayor MacColeman congratulated Heather Moyle on her recent announcement of her return to the sport of bobsleigh. She also congratulated Chief Dave Poirier on a recent recognition by the David Johnston, Governor General.

Mayor Martin congratulated Generation XX on their recent 20 Anniversary. Mayor Martin also congratulated Joey Blacquiere, Joni Miner and Catherine Dickson on their recent recognition by the PEI Council of the Disabled.

## **Mayor's Report**

Mayor Martin stated that Cora Lee Dunbar is a liaison officer with Newcomers and will be working with the City. The Mayor participated in the Gen XX anniversary, the opening ceremonies of the Ray Carter Cup, he attended the Atlantic Police Academy graduation, Grass Roots and Country Boots.

The Mayor state that he made 8 talks to 8 Rotary Clubs in the Toronto area and was a great opportunity to expose Summerside to the area. He had a number of sidebars with attendees afterward and some connections have been made. He stated that the Rotary International Convention in Toronto next year with 30,000 delegates from 130 countries and that it would be a good idea to have presence at the trade show.

**GPS Committee Report:**

Councillor McFeely:

***“New Municipal Government Act and City Bylaws***

*The new Municipal Government Act (MGA) is expected to be officially proclaimed by the government in the coming weeks. Compliance with new Act will require an examination of the City’s inventory of bylaws along with making necessary amendments.*

*The government has created a full set of model bylaws and in so doing done much of legwork in terms of research, writing and legal review. GPS had a law student working with Key Murray Law assist us in evaluating the model bylaws. We have also provided input and editorial suggestions to the government. Staff and legal agree that the government has done a thorough and high quality job with the models.*

*So far, consensus is leading the City toward the simplest, most straightforward strategy of legislated compliance. This strategy involves adopting the content and structure of the model bylaws, instituting minor changes as needed to fit the Summerside context.*

*Our Committee and Meetings Procedure Bylaw is the most in need of updating, so GPS will begin with fixing this one first. Council can anticipate options and recommendations on drafts and revisions in the coming weeks and months.*

***Community Support Policy—Three Streams***

*GPS recently presented to Council the format of a decision making tool for deliberating Community Support for budgeting purposes. The policy would remain intact, but support would be divided into three major categories: 1) Standard Annual Applications; 2) Multi-Year Arrangements; and 3) In-Kind Contributions. Presentation of the three types would be done together so Council could see the global picture of all contribution types, both in their respective categories and as an aggregated total.*

*Council indicated support for this direction.*

***In-Kind Support, Including Facility Fee Waivers and Discounts***

*Last month GPS began investigating the types and amounts of contributions and/or forfeited revenues associated with its various facilities. GPS identifies a gap in the analysis which is the necessity to see comparative figures with other municipalities. Staff have the comparative data ready for presentation at the next GPS meeting.*

***Appointment of GPS Chair, Vice-Chair and Citizen Representatives***

*The GPS Terms of Reference call for a Council approved appointment of these members every year.”*

**Resolution  
THAT**

It was moved by Councillor McFeely and seconded by Councillor MacDougall;  
Council approve the following committee member appointments: for the annual term of  
GPS ending August 31, 2018:

CHAIR: Councillor Brian McFeely

VICE CHAIR: Councillor Bruce MacDougall

CITIZEN MEMBERS: Mr. John E. Clow and Mr. George Lyle

**Resolution Carried**

**Culture Summerside Report:**

Councillor McFeely:

*"The following report captures some highlights of Culture Summerside's activity from the mid Aug to the mid Sept time period.*

- *Culture Summerside staff are currently working with the Department of Education on the hosting of a travelling signature Canada 150 Project called SESQUI. SESQUI is a new and inspiring way to see and understand Canada: an immersive journey into the heart, soul and future of this great country. Powered by cutting-edge technology, SESQUI offers a revolutionary 360° cinematic experience marking Canada's 150th anniversary of Confederation. Credit Union Place has come on board to provide a location. Hundreds of school children and the general public will have the opportunity to participate on October 2<sup>nd</sup>. Stay tuned for an invite to participate.*
- *Staff are currently preparing for the delivery of the upcoming Storytelling, and Ghostwalk Programs.*
- *Culture Summerside has been awarded a Certificate of Excellence from Trip Advisor. Comments include: A visitor from Toronto, Ontario  
*"Such a wonderful & authentic historic house!"**

*I've been on quite a few historic house tours over the years. Who would have thought the blink-and-you-miss-it town of Summerside PEI could be home to the most impressive of all of them?*

*I found out about the house while googling local attractions as I briefly stopped in town for a coffee so I thought I'd take a chance & check it out. For \$10 I received a thorough tour from a very interested & motivated young guide who know all there was to know about the intricacies of the dwelling and its contents & past inhabitants. The particularly amazing thing about Wyatt House is that EVERYTHING featured inside is 100% original. I find a lot of historic houses consist of recreated rooms, made up of artefacts brought in from a similar time period, but this place was totally authentic and that's precisely what blew my mind. Just wait til you see that beautiful retro kitchen!*

*A visitor from North Ontario*

*"Amazing visit to the past"*

*This is the best Canadian house tour I've participated in. The home has original furnishings and decor. The details include correspondence, invitations and currency from years past. Everything is beautifully preserved and presented*

- *An interesting fact to share: Did you know that the gross domestic product (GDP) of Culture equaled \$55 billion, contributing 3% to Canada's GDP in 2014. This is larger than the accommodation and food industry (\$38 billion), and the agriculture and forestry industry (\$29 billion). Canadian Arts Coalition"*

## **Human Resources Report:**

Councillor McFeely:

- We currently have hiring competitions ongoing for a Power Plant Operator with Summerside Electric.
- We would like to thank Sandra Zarvie for her service over the last year in the HR department. Sandra brought a positive energy and inquisitive mind to the HR Coordinator. We're also pleased to welcome back Ashley Schurman from her maternity leave absence.
- The Joint Occupational Health and Safety Committee continues to meet on a regular monthly basis as well as department sub-committees
- Staff held a food drive in honor of the "National Day of Service" on Sept. 11<sup>th</sup>.  
The Department provided Council support this month at Committee & Council meetings

## **Financial Services**

### **Report:**

Councillor Costa:

*"Finance Committee is pleased to provide this update on our financial results as of the end of July.*

*Although the General Fund is in a deficit position as of the end of July, the Fund still is performing ahead of budget expectations to this point in the fiscal year. The primary reason for the deficit position is that the City had received its first installment of gas tax (\$700,000) in August. Had it been received in July, the City would instead be reporting a \$100,000 year-to-date surplus.*

*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 \$32,000 in the General Fund by the end of the year.*

*Overall, the City's utilities finished the period ended July 30<sup>th</sup> in a positive position. This continues the trend that we've seen thus far in 2017. For the electric utility, one major item to note is that it has seen a reduction in revenue (this is due to the fact that year-to-date penalties are lower than expected compared to previous years at this time; a result of our collection process).*

*The reasons why the results for the electric utility are so far exceeding expectations are as follows:*

- o *Revenue from electric sales is \$1.1 million over the year-to-date budget*
- o *Power purchased thus far this year is \$100,000 under the year-to-date budget*

o The Budget includes \$300,000 for Summerside Electric's share of the costs of the new transmission cable, but no expenditures or commitments have been recorded thus far

The water and sewer utilities are also performing ahead of expectations, although this may be due more so to the timing of unmetered/metered sales for both utilities.

A summary of capital costs to date is included. As detailed in the summary, the City has incurred \$5.3 million in total capital expenditures, against a year-to-date budget of \$5.7 million (primarily due to the CUP energy storage project) as of the end of July.

Preparations are underway for the 2018 Budget consultations with residents. We have been pleased with the enhanced level of interest and engagement by residents over the last few years, and we look to more of the same this year. This year's session will be held Thursday, October 12<sup>th</sup> at Credit Union Place, and it will follow a format similar to that used in previous budget consultations."

**Resolution** It was moved by Councillor Costa and seconded by Deputy Mayor McColeman;  
Whereas the City engaged Honeywell Inc. to explore opportunities for energy consumption improvement at all City facilities,  
And whereas Honeywell has identified capital improvements that will cost \$4.3 million to implement, and which will be financed by borrowing from a financial institution, and paid for through \$418,000 in guaranteed annual savings,  
Be it resolved that Council authorizes that the City enter into an energy management contract with Honeywell Inc. to effect these improvements. This bears the recommendation of the Committee of the Whole meeting on September 18<sup>th</sup>, 2017.

#### **Discussion**

Councillor Whitlock made a motion that was seconded by Councillor Gallant to postpone the resolution to October 3

Amended motion was carried

### **Economic Development**

#### **Report:**

Councillor Gallant:

"Thank you, I am pleased to provide the Economic Development Report for September. This evening I want to highlight 2 initiatives the office is spearheading where we are looking for our community engagement. The City of Summerside is gearing up to participate in the upcoming Federal Governments Smart City Challenge with details to be announced in the fall of 2017. With that Summerside is looking to build a conversation, build a team and build a holistic approach to participate in the Smart City Challenge.

*In the past ten years, Summerside has advanced further socially and economically than many expected from our west end developments, upper Granville Street growth, our energy file and community and recreation facilities, but we know we still have a long way to go.*

*As we begin the process of positioning Summerside to compete in this Federal Government Initiative, we want to begin by posing the following questions and seek your input:*

- 1. What is holding Summerside back from its full potential – Socially, economically*
- 2. What are some of the larger social issues Summerside faces*
- 3. What are our gaps that are holding Summerside from moving forward economical, employment and socially*
- 4. How should Summerside, attract, grow and advance its community*

*Please send any feedback to [mike@summerside.ca](mailto:mike@summerside.ca). If you are interested in joining our smart city challenge committee send us a note of your desire to participate and we will put you on the list of collaborators. The second initiative is in regards to the Federal Governments Immigration Consultations. Recently the City participated in a roundtable of Immigration Levels, Settlement and Integration discussion in regards to the Federal Governments approach to shaping Immigration Policy. As part of the roundtable a series of pointed questions were poised to participants around the levels, streams and integration of newcomers to Canada*

*While Settlement programming is often a shared role between Federal and Provincial agencies, Municipalities and more broadly the local community are key to the success of welcoming and integration of newcomers into the community and play probably the biggest role in all aspects of the settlement process. Like many global communities, Summerside has embraced Immigration as one strategic pillar as a source of population and labour growth that will help our community diversify and bring long term economic opportunities to the community.*

*The Federal Government is seeking input from a wide a cross section of individuals and business across Canada and as part of roundtables and the office of economic development office is seeking feedback on Summerside's approach. If you have some insights you would like to share please contact the EDO today to learn more about how to become engaged."*

## **Technical Services**

### **Report:**

Councillor MacDougall stated that the department is busy with lots of construction at ADL, Three Oaks, paving and sidewalks. Councillor will be chairing the Urban Core Task Force Committee that will have its first meeting tomorrow.

Councillor MacDougall stated that a report was completed by city staff in regards to lighting to Slemon Park. The report will be reviewed by the province.

## **Police/Fire & Emergency Planning**

Deputy Mayor McColeman:

### **Police Report:**

#### ***“Training and Service Enhancements***

*Fighting Fraud on the front lines, On-line Child Exploitation,*

### **Other Noteworthy Events**

*Member volunteering with the Minor Baseball Association, Volunteering with Habitat for Humanity, members taking part in the ‘Convenience Store’ day at both Needs locations, taking part in the ‘Truck Convoy’ down East for Special Olympics, Police Review meetings, Anti-Bullying presentation at Notre Dame Place, members did a talk to 3 groups of Tenacity Hockey players on bullying, same talk to children at a local day care, Escort for College of Piping returning from world games in Scotland.*

### **Occurrence Statistics**

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

*Traffic Accidents – 29*

*Crimes Against Persons (Assaults, Threats, etc.) - 31*

*Crimes Against Property (Thefts, B & E’s, Mischief, etc.) – 36*

*Impaired Driving Offences – 12*

*Highway Traffic Act Tickets – 100 (Speeding, stop signs, hand held devices, etc.)*

*Parking Tickets Issued – 115 & 19 Warnings*

### **Fire Report:**

*There were 17 paged calls for the months of August; the breakdown is as follows:*

*2 - Electrical Fires*

*2 - MFR Calls (Medical First Responders)*

*4 - Miscellaneous Calls*

*6 - Alarm Panel Calls*

*2 - Accidental False Alarms*

*1 - Cancelled Call*

There were 4 training opportunities for the month totalling 7 hours; the breakdown is as follows:

<b>Aug 21/17 - Tony at Firehall</b>	<b>1 hr</b>
<b>Aug 28/17 - Hose Packing</b>	<b>1.5 hrs</b>
<b>Aug 28/17 - Hydrant Check</b>	<b>2 hrs</b>
<b>Aug 28/17 - Thread Check @ Slemon Park</b>	<b>2.5 hrs</b>

- *In August of 2016 our firefighters fought a very stubborn blaze at the John Deere in Sherbrooke. This August was a bit of a break for our department; most calls were of the minor nature and training was kept to a minimum. Firefighters try not to get complacent, and enjoy these short lulls.”*

### **Community Services**

#### **Report:**

Councillor McFeely:

*“Community Services hosted a highly successful Community Block Party at Meadow Heights Park. Approx. 200 people came together at the park for music, a free BBQ put on by Generation XX, Inflatables brought by local resident and entrepreneur Ernie Noye and to meet neighbours they have never had the opportunity to stop and say hello to before. The event was a pilot event which will now, after its incredible success, expand to all community parks beginning in Summer 2018.*

*SETS hosted over 260 athletes, coaches and officials at the 2017 Ray Carter Cup. Even the rain could not stop this successful event! The post-event report showed an estimated economic impact of over \$1,252,000.00 for Prince Edward Island. A special thank you to all of the dedicated volunteers who helped with this event.*

*The SETS Mobile Application has seen over 1,700 visits to date, the app promotes upcoming events, contest, and so much more. The SETS App is available for FREE on itunes and google play by searching sport summerside.*

*This month the box office operated out of two locations for a week- the second one being at the QEP ball park for the Ray Carter Cup. The box office at CUP was selling Ray Carter Cup tournament passes, Road to the Roar tournament passes, Daniel O'Donnell tickets, and more recently Peter Mansbridge.*

*The Aquatics Centre received an update with the painting of the guards' office. At one point or another every staff person took part in the project. Octopi, stingrays, fish of all kinds and buried treasure can be spotted in the office as you pass by the office.*

*44 loads of seaweed have been removed from Greens' Shore beach in August. The hard work and dedication of the Green Space team is reflected in the tremendous amount of positive feedback received this summer about Green's Shore, parks and green spaces.”*

## Municipal Services

### Report:

Councillor Whitlock:

*“Plant effluent for the month of August was within regulated requirements for the month. The plant treated 242,981 cubic meters (53,455,820 gallons) of raw sewage while producing 472 tons of Exceptional Quality fertilizer from its waste sludge processing, with 0 ton of waste going to the landfill and processed 107,473 gallons of primary sewage from the surrounding area.*

*The City’s sewer collection efforts focused on service to 9 residents in distress and performed a sewer video for inspection. One manhole was repaired on Pope road due to a broken frame and cover.*

*The City’s water utility efforts continued their focus on service to read all water meters, performed 15 shut off and turn-ons, tested and maintain chlorine levels for safe drinking water 15 times throughout the month with all systems operating normally. One water sample tested having bacteria present at the PCH Manor but was retested with good results. All other water samples for the month were tested clear of all bacteria. Crews repaired two water main breaks this month along with one water valve. Crews continued the assistance for the capital works contractors to isolate, test and commission system being added on to the system on Bayview Drive, McGee Drive, South Drive and Poplar Avenue.*

*Topic of Interest: Fire Hydrants - The City has over 600 fire hydrants to maintain over the course of a year and staff try to keep them looking spiffy so fire fighters can see them in winter. As well Staff will be flushing them and making sure they operate correctly in times of need. Next month you will see staff out an about the City flushing the fire hydrants to make sure flows and operation are suitable to fight fires.*

*The City’s public works efforts completed traffic line painting this month with only some centerline painting to be done once paving work is completed later in September. Parking spaces throughout the City are being worked on in September. The grass cutting was completed for vacant lots, city owned lots and some ditches throughout the City. New crosswalk actuated signaling was installed and commissioned on Ryan Street by the Athena School. As leaves are starting to fall from the trees the street sweeper is out in earnest keeping the streets clean and several sinkholes and catch basins were repaired this month.”*

Councillor Whitlock stated that the Youth Committee will begin to meet by mid October. The transit committee should be ready to present to Council in October.

Councillor Whitlock acknowledged a petition he received from Brophy Street residents requesting a sidewalk in the area and he encouraged Council to adopt this as part of the 2018 capital budget.

Councillor MacDougall expressed concern with the condition of boards along the boardwalk.

## Electric Services

### Report:

Councillor Campbell:

*“Generation this month was 7,927 kilowatt-hours; this was for 4 training runs on August 1, 28, 29, and 30 to assist with training new employees and verifying operation of engines consisting of 8.32 engine run hours. The power plant has started the conversion of heavy fuel to light fuel on the storage tanks in the yard as well as a new fresh coat of paint on the diesel storage tanks by Johnston Street. A concerted effort was placed on tidying up minor safety issues in the plant from consultation with employees and supervisor.*

*Wind power production continued low in August when compared to other years with 29% of our power this month coming from renewable wind energy. The peak electricity for the month was 19.0 MW’s. Our power purchase costs increased by 5.1% along with revenue due to increased consumption by customers for cooling needs (air conditioning).*

*The City’s Electric Utility had 11 new customers and 10 service upgrades this month. This month work seen many motor vehicle accidents throughout the city causing much work for the line crews, pcb transformer testing and replacement started as a new program for the utility this month, pole replacements continue in the City with close to 40 poles being removed. The utility experienced 8 customer outage events (out of 7000 customers) this month. The capital improvement work on MacEwen Road continued through the month and is on track to be complete by end of October.*

*The City sales in its heat for less now program had no sales for August. The total units contracted for sales remains at 352 for August, , increased annual sales revenue from program is estimated at \$484,588.*

*Topic if Interest: Mutual Aid Agreements – Utility, it is customary for one neighboring utility to assist in restoration efforts for another one as part of the industries duties. Many times companies allow their employees to travel to other utility areas to help in recovery efforts to get electricity back on for people in need. The City of Summerside has recently allowed two of its employees to take vacation time and use it to go and help in Florida for two weeks in restoration effort of electricity.”*

## 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