

Monthly Council Meeting Minutes

November 15, 2021

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron
Councillor Cory Snow
Councillor Greg Campbell
Councillor Brian McFeely
Councillor Carrie Adams
Rob Philpott, Chief Administrative Officer
Kristen Dunsford, Director of Financial Services
Brian Hawrylak, HR Officer
Members of the Public

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

The meeting was called to order by Mayor Stewart

Motion It was moved and seconded;
That The Agenda be approved as circulated.
Motion Carried

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

Approval of the Minutes

Motion It was moved by and seconded;
That The minutes of the Monthly Meeting dated October 18, 2021 and the minutes of the Special Council Meeting dated October 19, 2021 and November 2, 2021 be approved as circulated.
Motion Carried

Policy & Bylaw Review Committee Report:

Work-In-Progress and Upcoming Projects

More recently, staff had presented Council with options that may help in addressing unsightly properties in the community. To that end, Council directed staff to look at methods around taxation and stimulus programs as additional tools for Council to use. More recently, BPR Committee reviewed a draft bylaw which contained an expanded definition of unsightly properties, along with proposed wording on how to address vacant properties. We are working through this draft and will be presenting it to Council once we have completed our internal review.

A reminder as well that the Committee is reviewing processes for mobile food establishment license renewal and crosswalk maintenance. We will bring recommendations to Council in the near future on these items.

At our last Council meeting, a commitment was made to schedule a meeting involving the City, the Port Corporation and interested stakeholders to discuss the impact of 24-7 Port operations on residents. BPR Committee will consider any suggestions/recommendations for possible bylaw changes that come out of this meeting.

And finally, the Committee recently discussed whether the City should adopt a mandatory vaccination policy. The legal guidance on the need for full vaccinations and disclosure of vaccination status is evolving almost every day. We have seen other employers and jurisdictions experience challenges in administering and enforcing these policies. Given that we have a very high number of staff who are fully vaccinated (97%) and who have received at least one vaccine (99%), we believe that a policy is not required at this time. We will continue to monitor this issue closely, as we know public health guidance can change. In the meantime, we intend to more formally acknowledge those who have received the vaccine, while continuing to work with those staff who are vaccine-hesitant. The health and safety of our staff and our residents is our utmost priority.

Discussion:

Councillor McFeely inquired if testing is required for those not vaccinated. CAO Philpott stated it is a process they are working through to understand the reasons those staff are not vaccinated.

Councillor Adams asked Council if they would like to see a testing and mask policy for those not vaccinated. Council was in agreement that they would like to see a testing and mask policy and staff will report back to Council as they will put some parameters around it. Councillor Adams stated that they will try to have something to bring back to Council for the December Committee meetings.

Human Resources and Legal Affairs Report:

- The Joint Occupational Health and Safety Committee as well as department sub-committees continue to meet on a regular basis
- The department provided support at various meetings this month
- First Aid and CPR training for staff was held this month
- Johnathon Arsenault and Mallory Metallic were promoted to full time constables with Police Services
- A competition is underway for part time Police Constables, and for a Municipal Services Clerk (replacement position)

Culture Summerside Report:

The following report captures some highlights of Culture Summerside's activity from the mid Oct to the mid Nov.

- Ghost Walk

Despite the ongoing challenges connected to COVID 19, on October 21st Culture Summerside delivered a successful Ghost Walk. (Stage Show in 2021). Over 250 people attended.

- Lighting the Way: The Story of Summerside Electric 1920-2020

The City of Summerside's history book, (researched, and written by Culture Summerside), detailing the more than 100-year history of the Summerside-owned electric utility was launched on Friday, Nov. 5. at the Credit Union Place Convention Centre. The event was well attended and feedback positive. Participants passed along positive remarks on the song written and performed by Councillor Bruce MacDougall and the vignette performed by actor Mark Haines. Books can be purchased at the Lefurgey Cultural Centre and the MacNaught History Centre and Archives.

- Museum Collections

Culture Summerside continues to focus on museum collections projects and has recently applied for further project funding from the Community Museums Association. These collections projects support the ongoing work of cataloguing museum artifacts.

- Christmas Program

Culture Summerside is currently developing its annual Christmas program. For 2021 an exhibition "Christmas Trees through the Ages" will feature over 20 decorated Christmas Trees. This exhibition, located at the Lefurgey Cultural Centre, will be available to the general public and have extended hours to allow for increased access.

- Summerside Armoury

Finishing touches are being done on the exterior of the Armoury. This includes walkways and steps. Work is progressing well on the interior as well. Exhibition content is being written and formatted, exhibition cases are being prepared and interior finishes are also being completed. An opening date will be circulated in the near future.

Report:

Work Tasks Highlights:

- Line crew installed the streetlights for starlite subdivision.
- Line crew continues work on the OceanView Resort and are ready to energize the electrical service to the building.
- Duke Street Upgrade on the southern side has been started towards North Market.
- Servicing for the new 8 unit housing on water Street East has been started.
- Line crews have been busy with the 17 new connections and 4 upgrades.
- Power Plant and Technicians Maintenance consisted of:
 - Installed new radar sign on West Drive
 - Rewired reclosers r7 and r9 recloser metering.
 - Cup EV charger repairs
 - Power Plant switchgear testing and maintenance
 - Traffic light repairs on Granville
 - City Hall exterior lighting repairs
 - Boardwalk lights repaired by Silver fox
 - First aid training refreshed
- The 100 years Summerside Electric history book has been launched and is available at Culture Summerside care of Lori Ellis – 902-786-7432 where books can be purchased for \$26.25 taxes included.
- The Sunbank project is starting this November with civil works at the well field site on 80 Bayview drive – If any residents have concern with construction please call Director of Municipal Services at 902-439-5776.
- The substation on 99 Harvard Street is starting construction for the civil foundations for its expansion this month to facilitate the solar farm project.

GENERAL OPERATIONAL STATISTICS:

Electric Utility:

- 32.2% of our Electricity came from wind in October.
- Generator run hours were 15.1 hours.
- 17 new electric customers energized this month.
- 4 Electrical Service Upgrades
- 10 new poles were installed and 20 removed.
- 1 transformers were installed, and 1 removed.
- 1920 Meters of Primary wiring installed.
- 100 meters of secondary wiring installed.
- 22 service calls were responded to this month.
- 7 Streetlights installed this month.
- 3 room heaters were sold for Heat for less now program this month. Total now at 464 units.

COS 21-192

Resolution It was moved and seconded;

Whereas Request for Proposals were called for in Summerside Sunbank Owners Engineer Services and

Whereas the City of Summerside received four proposals in good order as follows:

Firm	Cost (taxes not included)
WSP Canada	\$178,000.00
Phoventus	\$184,630.00
CIMA Plus	\$198,500.00
CBCL	\$224,425.00

Whereas the Request for Proposals were scored on Ability, Management, Presentation and Costs with WSP Canada scoring the highest ranked proposal to meet the needs of the request

Be it Resolved that the City of Summerside awards the Summerside Sunbank Owner’s Engineer Services to WSP Canada for a value of **\$178,000.00 plus applicable taxation.**

This bears the recommendation of the Committee of Electric Services.

Resolution Carried 7-0

Financial Services – Chair, Deputy Mayor McColeman

Report:

Preparations are starting for our 2022-23 capital and operating budgets. We expect to present this budget to our residents in early March 2022; this date will be confirmed in the next few weeks. Our community support program grant application is available on our website and the due date is Friday, December 31, 2021 at 12:00pm (AST). To be eligible to submit an application for consideration, the group or organization or event must meet the following:

- Registered as a non-profit organization and located in the City of Summerside
- Must have a broad mandate servicing a wide cross-section of citizens within the City of Summerside
- Must provide a service not currently provided by another body
- Purpose is to enhance social, cultural, environmental, recreational or heritage initiatives

For those organizations who received funding for 2021-22 a reminder of the requirement to submit a final report by December 31, 2021. Your final report should outline how the funds were spent and what outcomes were achieved for the community.

My report tonight continues with our preliminary financial results as of September 30, 2021. There have not been any significant changes since our previous report and our preliminary results show a consolidated surplus (general fund plus the utilities) of \$122,100 compared to our budgeted surplus of \$14,243.

Now, for an update on the status of our utility accounts receivable. As of November 10, 2021, the following is being reported:

- Total overdue balance is \$124,400 compared to \$160,100 at October 13, 2021.
- Approximately 2.7% or \$3,400 of the overdue balance is greater than 60 days past due (this compares to 14.1% or \$23,500 on October 13, 2021).

We are continuing to take applications from Maritime Electric customers (residential and businesses) who are within our municipal boundary to rebate for the additional cost for your January, February and March 2021 utility bills. This rebate is being offered as Maritime Electric applied the rate increase effective January 1, 2021 and Summerside Electric made the rate increase effective on April 1, 2021. The rebate application form is available on our website (link can be found in the upper right-hand corner of the website) and a copy of your utility bills must be submitted. The approved credit will be processed on your next water and sewer utility bill (if you do not have a water and sewer bill with the City of Summerside a cheque will be issued). If you receive your electricity from Summerside Electric you are not eligible for this rebate as the electric rate adjustment was not effective until April 1, 2021.

And, we would like to remind residential customers that we offer a budget billing program which will calculate a fixed monthly installment that is based on your prior twelve-month billing. The application form is available on our website.

If you have any questions regarding our budget billing program or the utility rebate discussed above, please contact us at 902-432-1230 if you have any questions or email customerservice@summerside.ca.

Technical Services – Chair, Councillor Justin Doiron

Report:

The 2021 construction season is starting to wind down. The Pope / Central project is complete. Duke St. Storm is well underway. Water main replacements on Central St. and Summer St. are nearing completion, workers are just repairing some asphalt. The 1 km boardwalk replacement project is almost complete for this year with the main item left being the installation of the lighting, as there was a very long delivery time for those, and they just arrived. We continue to update our website on the progress and various locations where our City projects are happening in the City.

Staff continues to review and assist the public with pending developments and building permits to be issued for this year. Staff had another busy month and have a couple of planning related activities currently going through the process this month.

16 building permits with a value of \$2.4 M were issued for the month of October with a total year to date value of \$49.5 M. We issued permits for 3 commercial renovations/ change of uses and 1 industrial. We also had 2 permits for Decks, 1 Mini home placement and 3 single family homes and another 3 for residential additional or alterations. This month we also issued permits for 1 - 4 unit row house as well 1 - 8 unit row house.

Developers are still stopping in and speaking to staff for assistance with their proposed projects for the fall of 2021 as well as planning for next year. Citizens are also still encouraged to ask for assistance with their projects that they may have planned for the remainder of 2021.

Planning Board - Chair, Councillor Brian McFeely

COS 21-190

Resolution It was moved and seconded;

WHEREAS an application for a major subdivision was received from Robins Equity Group Ltd., to subdivide PID # 1005123 into 11 lots, intended for Single Family Residential (R1), as shown on plan of survey prepared by Island Surveying & Engineering titled “Plan of Survey Showing Lots 21-1 to 21-11 and Parcel R-1 “, drawing number 20353, dated October 6, 2021;

AND WHEREAS in accordance with section 3.6 of the Subdivision and Site Development Bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Conformity with the Zoning Bylaw;
- The ‘orderly and following’ nature of the development;
- Physical suitability of the site for the proposed development, including avoidance of natural hazards, undue water run-off, or environmental damage;
- Compatibility of the proposed development with the present and future surrounding patterns of streets, lots and services, including conformity with any City concept plans;
- Adequacy of the applicant’s proposal for traffic circulation, parking pedestrian access, water supply, sewage disposal and storm drainage, including the adequacy of City streets and services to handle increased loads;
- Suitability of Parkland provisions;
- Impacts on City finances and budgets;
- Proof of conformity with any applicable Provincial legislation and regulations;
- Other matters as considered relevant.

Be It Resolved That Council grant preliminary subdivision approval in accordance with Section 8.5 of the Subdivision and Site Development Bylaw, to Robins Equity Group Ltd., to subdivide PID # 1005123 into 11 lots, intended for Single Family Residential (R1), as shown on plan of survey prepared by Island Surveying & Engineering titled “Plan of Survey Showing Lots 21-1 to 21-11 and Parcel R-1 “, drawing number 20353, dated October 6, 2021, subject to the following conditions:

- The developer satisfies all municipal servicing requirements (City to cost share a portion of servicing)
- The developer enters into a subdivision construction agreement with the City.

This bears the recommendation of the Planning Board meeting held on November 2, 2021.

Resolution Carried 7-0

COS 21-191

Resolution It was moved and seconded;

WHEREAS an application was received from Cairns Motel Inc. for a Restricted Use to allow a “Heavy Machinery Repair Shop” at 715 Water Street East (PID #863662 and PID #836288) in the Single Family Residential (R1) zone under the *City of Summerside Zoning Bylaw*;

AND WHEREAS the Restricted Use to allow a “Heavy Machinery Repair Shop” at 715 Water Street East (PID #863662 and PID #836288) in the Single Family Residential (R1) zone is subject to conditions as set out by Council;

BE IT RESOLVED THAT the Council approve a Restricted Use for a “Heavy Machinery Repair Shop” at 715 Water Street East (PID #863662 and PID #836288) in the Single Family Residential (R1) zone under the *City of Summerside Zoning Bylaw*, subject to the following conditions:

1. The property owner will install a separator (sand/oil/grit) in Building “A” (see attached plan, indicate Building “A”).
2. The property owner shall enter a development agreement addressing the installation of water and sewer services to Building “A”.
3. The property owner will consolidate PID #863662 and PID #836288.
4. The property owner shall satisfy paving/hard surface parking areas and site drainage within 24 months of an occupancy permit being issued for the restricted use.
5. The proposed Restricted Use Area is defined as shown (see attached).

This bears the recommendation of the Planning Board Meeting of November 2, 2021.

Resolution Carried 7-0

Municipal Services – Chair, Councillor Bruce MacDougall

Report:

The sewage treatment plant performed the following major maintenance this month:

- Replaced pump at Northumberland Lift Station
- Air Pol equipment was cleaned at the plant
- Centrifuge unit replacement project continues for execution in January 2022.
- Bio filter drain was cleaned out.
- Dryer fuel filter was changed.
- Public works completed the new traffic signage for the Central Street round about and the New Starlite Subdivision.
- Public works cleared brush on West Drive for site lines.
- The boardwalk entrance area by the super mailboxes on MacKenzie Drive was repaired this month with new ¼ minus gravel.
- Public works supported the need for barricades for the Witches of Water Street event this month.
- Public works decorated the crosswalks at memorial Square and City Hall with Poppies for Novembrance day which were promptly removed following Novembrance day.
- Public works received its new salt truck body and is getting the salt box but on this month.

- As today (November 15, 2021) marks the start of the winter season for Public works all Equipment has been reviewed for operations for snow removal and salting.
- The street sweeper has been sold back to the manufacturer and a new street sweeper is being tendered.
- All storage items have been removed form the Venture Center pending its sale.
- Fire Hydrant repairs and maintenance has been on going this month.
- Staff received training in refresher first aid and traffic control this month.

GENERAL OPERATIONAL STATISTICS:

Water and Sewer Utilities:

- 32 water samples were taken with clear of bacteria.
- 15 chlorination samples taken all within parameters.
- 22 water turn on and offs for the month.
- 10 sewer calls this month.
- 1 water main break was repaired this month.
- Sewer effluent to harbor (258,248 cubic meters treated).
- 190,616 gallons of septage received to the plant from outlying areas. (servicing the county).
- 330 Tons of Bio fertilizer were created this month at the Sewage Treatment Plant.

Economic Development – Chair, Councillor Brian McFeely

Report:

Labour

The office is working seamlessly with BluWave-ai and partners to further their Centre of Excellence in Summerside. This is a priority for us as BluWave encapsulates what we have achieved and look to further advance in Summerside to become – a forward-thinking, innovative oasis of opportunities for the most cutting edge technologies, all wrapped in our Living Lab and Electric Utility. Currently Bluwave is looking to hire 5 high profile positions to further advance their information technology platform based on artificial intelligence. We are working hard with our domestic and international partners to identify talent to satisfy this amazing opportunity. BluWave-ai is just one of many IT firms looking to expand to or within Summerside.

Space

Constriction continues to perplex many of our investment clients looking for space in Summerside. It is certainly acute in the industrial and commercial sector but the office is working hard to address the space challenges being experienced in Summerside. To date we have been able to facilitate the absorption of over 70,000 square feet of space and the demand continues to drive the efforts of the office

Immigration Investors

Our current count of operating Immigrant Investors businesses is approaching 90, which accounts for about 10% of all Summerside businesses. There are a number of intricate and sophisticated businesses that we wouldn't have here otherwise and we intend to take advantage of their skillsets every way we can, including labour and other investments.

Building Permits

2021 has been a very strong year for building permit values, even surpassing the impressive totals of 2019 and 2020. Looking further, a noticeable difference is that 2021 is significantly higher than 2019 and 2020 in terms of Industrial/Commercial/Institutional (ICI) permit values. 2019 was \$13.0M, 2020 was \$14.7M, and 2021 is \$23.0M for ICI.

I believe we are turning that corner and thanks to our business community and partners, we are seeing Summerside as an investment ripe community

Police/Fire& Emergency – Deputy Mayor McColeman

Fire Report:

There were 32 fire calls during October:

- 7 - Structure Fire
- 10 - Alarm Panel Calls
- 2 - Medical First Responder Calls
- 3 - Motor Vehicle Accidents
- 3 - False Alarms
- 2 - Miscellaneous Calls
- 5 - Cancelled Calls

Firefighters trained for a total of 445 hours in the following activities during the month.

Oct 2,3/21 - Fire School Level 2 Instructor
Oct 2,3/21 - Fire School Level 2 Field Work
Oct 3/21 - BA Practice
Oct 4/21 - Equipment Inventory
Oct 4/21 - Fire Scenario
Oct 11/21 - Clean Graffiti from Tennis Courts
Oct 13/21 - Pre-Plan, Fire Drill, Presentation
Oct 16,17/21 - Fire School Level 2 Field Work
Oct 16,17/21 - Fire School Level 2 Instructor
Oct 18/21 - StandardAero Tour Pre-Plan
Oct 18/21 - StandardAero Tour
Oct 19/21 - OHS Meeting
Oct 20/21 - Holland College Field Work
Oct 20/21 - CPR/First Aid
Oct 30/21 - Study SOG's

Notes:

- Firefighters paid their final respects to retired firefighter Tony Perry who was a 31-year veteran of the department. Deepest condolences to the Perry family.
- Firefighters hosted a very successful Lunch & Learn program the week of October 3 - 9. Each day 12 Elementary students from all of our Summerside schools got to share a barbeque and some lunchtime fire prevention and education with our department members.
- Preparations are well under way for this year's Santa Claus parade which will be taking place on November 26th. Unfortunately, this year's version, due to Covid restrictions, will be a reverse parade.

Police Report:

Committee and Volunteer Work

Members continued to attend meetings for the Bridge Program, Criminal Intelligence PEI, and other provincial organizations.

Training and Service Enhancements

During October a number of our members completed their annual firearms qualifications as per the Police Act. Training has started for e-ticketing which will greatly decrease the amount of time it takes to issue a ticket on the road. The system uploads the information to PROS from the vehicle which saves time for our support staff as well. Eventually, the information will be send directly to Highway Safety and the Courthouse once their infrastructure is in place. A number of members were trained in CPR/First Aid. One of our dispatchers completed Suicide Intervention Training. This course is given to all our dispatchers. Two members completed the High Risk Vehicle Stop Course at APA. A supervisor attended the Modern Day Leadership Course at APA.

Community Policing Activities

During the month of October SPS members volunteered with the following organization: Summerside Minor Hockey, "First Shift" a program to get kids started in hockey, Swim meet at the CUP, Club House at Notre Dame Place, "Take Back The Night" Women's Victims Association of PEI, College of Piping and the office of the Lieutenant Governor. Cst. Metallic used her computer skills to redesign our police crest for the Halloween Season which received a lot of positive comments.

Occurrence Statistics

The following is a list of some of occurrence totals for October 2021.

Calls for Service – **673**

Traffic Accidents – **31**

Reported Crimes of Assaults & Threats – **34**

Theft Reports – **26**

Impaired Driving Offences – **8**

Highway Traffic Act Charges- **183**

Break & Enter Reports (Business & Residential) – **4**

Drug Enforcement Charges – **1** (this does not include the JFO charges)

Councillor MacDougall stated that he would like to see occurrence statistics reported each month for the previous 3 months to compare.

Community Services – Chair, Councillor Cory Snow

Report:

October marked the return of the Summerside Western Capitals with their home opener on a year where the City of Summerside is set to host the Eastern Canadian Jr. 'A' Hockey Championship, The Fred Page Cup. The Caps had a strong start to the season going 9-2 in the month of October.

The Fit Stop at Credit Union Place saw an extensive upgrade in relation to cardio equipment. Twenty new cardio machines were in place by early October that ranged from treadmills, ellipticals, steppers, spin bikes and recumbent bikes. Each feature entertainment touch screens with plenty of options to keep one pre-occupied!

The 'Welcome Building' at the City's new multipurpose dome is certainly taking shape, along with the foundation for the indoor turf field. Construction continues to progress and interest from user groups continues to grow as staff are currently working on scheduling and events for 2022.

Construction on the new Microtel by Wyndham continues to progress as well on the grounds at Credit Union Place. Staff continue to keep an open line of communication with the developers to help assist in any way needed.

The Community Services Department in partnership with Comptons Vegetable Stand, put a bit of a twist on Halloween this year with two days of Family Wagon Rides and Haunted Wagon Rides at Heather Moyse Park. The Family Wagon Rides were sold out well in advance and also featured a petting zoo with a variety of animals. The Haunted Wagon Rides were a 'walk-up' only event, which had an extensive line-up on both evenings. Between both events, more than 1,000 participants took part in the Halloween festivities.

Credit Union Place also featured their always popular 10 for 10 All Access Facility Passes for Halloween of which many residents take advantage of for Trick-or-Treating.

The Fall edition of swimming lessons continued for October, along with several other swimming instructor courses. Between these two offerings combined with Dolphins Swim Club and Masters Swim Club, the Aquatics Centre continues to see plenty of traffic and users.

The Bowling Lanes and Aquatics Centre saw 16 total themed birthday parties for the month of September, while the Veterans' Convention Centre (VCC) saw a total of 47 bookings.

Adjournment

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

Basil L. Stewart
Mayor

Brian Hawrylak
HR Officer