

REGULAR MONTHLY COUNCIL MEETING

December 11, 2013

Approved Minutes

DATE: December 11, 2013
TIME: 7:40 p.m. – 9:12 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Clow; Councillors Steve MacDonald; Diane Griffin; Emile Gallant; Randy Cooper; Steve Ogden; Kim O’Connell, Director of Finance and Technology; Robert Hughes, CAO; Jeremy Crosby, Director of Infrastructure; Vahid Ghomoshchi, Director of Planning, Development and Heritage; Joanne Weir, Assistant Recreation Director; and Mary McAskill, Recording Clerk

REGRETS: Nil

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor Dunphy called the Regular Monthly Council Meeting to order at 7:40 p.m. and welcomed those in attendance.

2. APPROVAL OF THE AGENDA

It was moved by Councillor Diane Griffin and seconded by Councillor Randy Cooper that the agenda be approved as presented. Motion Carried.

3. MINUTES

It was moved by Deputy Mayor Clow and seconded by Councillor Randy Cooper that the Regular Monthly Meeting Minutes of November 13, 2013 be approved as circulated. Motion Carried.

There was a suggestion at the last meeting that the fire chief be asked to attend the Safety Services meetings, and Councillor Ogden clarified that both the fire chief and the chair of the fire company do attend the Safety Services meetings.

Deputy Mayor Clow asked if the fire company could provide Council with a quarterly report on the number of calls they are getting and Councillor Ogden replied that he will request a report from the fire company.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS FROM THE FLOOR

Nil

6. CARI REPORT

Report

A copy of the report was included in the package for Council to review. Mayor Dunphy noted that there was a meeting with members of the CARI board at the last Committee of the Whole meeting. Councillor Cooper asked if CARI has made a formal request for additional funding and Mayor Dunphy replied that they have not submitted a formal request to date.

7. CORRESPONDENCE

A list of all correspondence sent and received since the last Council meeting was included in the meeting package.

8. MAYOR'S REPORT

Following is a list of meetings and events attended by the Mayor since the last Council meeting:

- Along with four Councillors, attended a skateboard park presentation by Steve McQuaid and the Skateboard Park Committee.
- Along with Councillor Gallant and CAO Robert Hughes met with Mayor Lee and Councillor Rice from the City of Charlottetown, to discuss the possibility of the Town of Stratford and the City of Charlottetown collaborating on the sewer treatment plant.
- Attended the public pre-budget consultation meeting.
- Attended the official opening of the Stratford Library's new location. Speeches were given by Mayor Dunphy, the Hon. Robert Henderson, Don Scott who is with the Friends of the Library, and Pam Borden, President of the Stratford Rotary Club.
- Councillor MacDonald, along with Stratford Librarian Jane McKinney, attended the unveiling of the new street sign on the corner of Sheppard Drive and Michael Thomas Way. Mayor Dunphy showed an example of the new sign. There will be approximately 185 new signs installed in the Town and they will incorporate the graphics and the Town's new logo, and the signs will have 5 inch white lettering. The remainder of the signs will be updated over the next few years. Councillor Gallant stated that it is very much appreciated that the signs are now bilingual.
- Attended the unveiling of the new interpretative sign to commemorate Kelly Pond which was well attended by the descendants of the Kelly family.
- Attended the Mayflower Senior's Club Christmas dinner at Cotton Park. It was an excellent event with approximately 100 seniors in attendance.
- Attended Murphy's Pharmacies Annual Seniors' Tea at the Murphy Community Centre. This was a great event with approximately 400 seniors in attendance, including many seniors from Stratford.
- Attended the Filipino Christmas Party which was held at the Town Centre. There were approximately 200 people in attendance.
- Attended the Annual Wellington Gay Reception at the Kinlock Yacht Club. It was a successful event as always and funds were raised to support the CBC turkey drive.

- Attended the Annual Stratford and Area Christmas Tea and Song organized by the local Knights of Columbus. This was another well attended event in Stratford.
- Attended the Annual Holland College Christmas Reception.
- Attended the Artist in Residence Open House and Fox in the Park dedication ceremony. Artist Carl Phyllis was in attendance and gave a short description of his work of art.
- Attended the PEI Newcomers Association to Canada reception. Mayor Dunphy noted that last month at their annual meeting, the Town of Stratford was given a 2013 appreciation award for contributions made in the area of diversity and inclusion for newcomers to Canada.

9. CHIEF ADMINISTRATIVE OFFICER

Report included in the package. Robert stated that he has completed the draft report on the organizational review. He noted that he is in the process of meeting with the staff from each department to review the draft organizational review and he hopes to be finished by the end of the week or the first of next week, and the report will then be presented to the Human Resources Committee.

The RFP for the Traffic Safety Social Marketing Strategy was issued and four proposals were received. Along with Councillor Ogden and infrastructure director Jeremy Crosby, we rated the proposals and chose the proposal submitted by Insight Marketing as the one that best meets the Town's needs. There was a start-up meeting held with Insight Marketing and they are very excited about working on this project. Both partners are residents of the Town and they understand and appreciate what we are trying to do. Robert added that we are asking residents via social media, to participate in focus group sessions to help with the background research so we can design a program to meet the needs.

Robert noted that we have begun the process of preparing for the 2014 resident survey and we hope to have it ready to go sometime in January.

10. INFRASTRUCTURE

a) Report

The report was included in the package for Council to review. Councillor Gallant noted that the committee combined the November and December meeting into one meeting that was held on December 3. He stated that there were a lot of discussions about the waste water treatment plant. He noted that the sludge removal project is well underway and added that he has heard positive comments from residents who are happy that this is taking place.

Councillor Gallant stated that our signage is all out for Christmas, and we have added some new signs this year. There is a Merry Christmas sign at Cotton Park, a Peace on Earth sign at the Town Centre, and a Seasons Greetings sign at the bridge. Councillor Gallant stated that we have signage that reflects not only the holiday season, but also the Christmas season which is celebrated by the majority of residents in Stratford. We do put

out all our signs that respect the holidays, but we also respect the Christian meaning behind the Christmas holiday.

Councillor Ogden noted that in the report there is a recommendation regarding new sidewalk construction and he asked what the recommendation was based on, as he has been trying to make the point that the need for sidewalks should be based on risk, the amount of traffic and the number of pedestrians. Councillor Gallant replied that we have a long term plan for sidewalks and the first objective was to complete the first loop and that has been done. The second phase was the larger loop and the discussion by the committee members was to look at areas where there is the most walking traffic. Three of the streets mentioned were Langley, Governors Lane and Marion Drive and committee members felt that Marion Drive is a street that should be recommended for a sidewalk. Councillor Gallant stated that we now need to find out how busy these streets are, but added that this was just a discussion – there was no decision made.

Councillor Gallant took a moment to publicly wish resident Donald Arsenault a happy retirement after 30 with Canadian Heritage.

11. RECREATION, CULTURE AND EVENTS

a) Report

The report was included in the package for Council to review. Councillor MacDonald reviewed some of the items/events that took place during the past month.

- Registrations are being accepted from December 15, 2013 to January 17, 2014 for all of the second semester winter programs.
- The annual children's Christmas party was held on December 5 and there were more than 300 people in attendance.
- The Events Committee and staff are planning for the Town Levee being held on New Year's Day.
- The Annual Remembrance Day service took place on November 11 with approximately 1,200 people in attendance. A reception was held in the gymnasium following the service and all banners were displayed to commemorate the beginning of Veteran's Week.
- In partnership with GO PEI, support was offered to Diana Tutty's Grade 6 class by introducing three guest speakers for their Art Smart Program. Kara Grant Sporty Kids, Heather MacMillan Life Coach and nutritionist Nancy Fong were the three presenters who visited Stratford Elementary School.
- Stratford is again offering free public skates at the Pownal Rink on December 21, 2013; January 18, 2014; February 22, 2014 and March 15, 2014 from 3:20 p.m. to 4:20 p.m.
- On Sunday, November 17 Youth-Can-Do was again involved with helping with the food drive held in Stratford.

- Artist in Residence continued in November with programs for pre-school children, youth, families, adults and seniors.

Councillor MacDonald noted that the events held at the Town Centre in November are included in the agenda package.

Councillor Diane Griffin noted that the last meeting was held at Councillor MacDonald's home where the committee members were graciously served a great lunch by Councillor MacDonald's wife Sally and the committee really appreciated it.

Councillor MacDonald took a moment to thanked Joanne Weir and her staff for the excellent job they are doing in the recreation department.

12. FINANCE AND TECHNOLOGY

a) Report

The report was included in the package for Council to review. Councillor Cooper noted that staff is preparing the year-end statements for both the Town and the Utility and getting ready for 2014 which is fast approaching. He noted that both the Town and the Utility statements are right on par and we are meeting our financial commitments. We have a healthy surplus and are able to pay down the debt, and continue to provide recreation programs.

b) Financial Statements

Included in the package. Councillor Cooper briefly reviewed the financial statements and reiterated that we are meeting our financial commitments and meeting our debts.

The pre-budget consultation meeting was held in November and was advertised by all means possible, including a mass email, social media, a newspaper ad, newsletter, Stratchat, and the sign board. There were approximately 40 people in attendance and we had some very good comments from our residents, and we also had some great presentations from the floor. We are now looking forward to preparing for 2014.

Councillor Cooper noted that managers and staff are currently compiling information to get ready for the 2014 budget. Council will meet in January to review the requests that have been submitted.

Mayor Dunphy offered his congratulations to staff for doing such a great job sticking to the 2013 budget. He noted that Councillor Cooper and his committee should be commended as well. Everything is looking good and there are no big surprises, so we are well positioned to move forward to 2014.

13. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Included in the package for Council to review. Deputy Mayor Clow stated that the committee met on December 2 and most of the items discussed will be dealt with in the upcoming resolutions.

The Official Plan Review Committee held their last meeting on December 10. The planning department will be taking all the information from the official plan meetings (30 – 40 hours in total) and compiling the information to present to the next Planning, Development and Heritage Committee and then to the Committee of the Whole for further discussion.

Deputy Mayor Clow noted that there is a lot of work in the official plan and Vahid and his staff are to be congratulated for all the hard work they have put into it.

b) Permit Summary

The permit summary was included in the package for Council to review.

c) Resolution PH019-2013 Rhonda MacDonald – 6 Cove Road VA002-13 – Rear Yard Variance Request

Moved by Deputy Mayor Gary Clow

Seconded by Councillor Steve Ogden

WHEREAS an application has been received from Rhonda MacDonald for a rear yard variance to parcel number 298828, located at 6 Cove Road located within the Single Family Residential (R1) Zone; and

WHEREAS the applicant, is seeking a four feet variance to the minimum rear yard setback (from 15 feet to 11 feet or 26.7 percent) to allow for a deck structure in her property; and

WHEREAS On November 14, 2013 fifteen (15) notification letters were sent to property owners who own parcel(s) of land which are located within (60m) two-hundred feet from any lot line of the subject property. As of November 25, 2013 no comments had been received by the Town on the proposed variance request.

BE IT RESOLVED that approval be granted to an application from Rhonda MacDonald for a four (4) feet (or 26.7%) variance to the minimum rear yard setback requirement to parcel number 298828, located at 6 Cove Road to allow for the construction of a deck located on the back of the dwelling subject to all other relevant provisions of the development bylaw being met.

Discussion: It was noted that this resolution bears the recommendation of the Planning, Development and Heritage Committee.

Vahid demonstrated the request with the aid of a map on the overhead. He added that there was no negative feedback from the neighbours in response to the 15 notification letters that were sent out.

Question: **CARRIED**

d) Resolution PH020-2013 Forest Trail Subdivision – Revised Concept Plan

Moved by Councillor Gary Clow

Seconded by Councillor Randy Cooper

WHEREAS a preliminary approval was granted to Roger Balderston for a Sustainable Subdivision (Forest Trails) concept plan on parcel No. 289512, approximately 40 acres located at the Trans-Canada Highway, currently zoned R2; and the approval was granted for 113 residential units including, 42 Semi-detached and 71 Townhouses; and

WHEREAS the subject property was sold to Nevin Jay; and during the past few weeks at the new developer has been working with TIR and Stratford's Planning and Utility departments in order to finalize the original concept plan in accordance with the planning and engineering standards and requirements. As a result, the revised concept plan has been submitted to the Town; and

WHEREAS we have received a new application including a revised subdivision plan from Nevin Jay, the new property owner, to make a revision to create 11 Single Family, 24 Semi-detached and 77 Townhouse units in the subject property; and

WHEREAS the revised subdivision plan was reviewed and evaluated by planning staff against the sustainable subdivision criteria and the scoring table; as a result, the proposed plan has met the minimum requirements for a "Certified" Sustainable Subdivision.

BE IT RESOLVED that preliminary approval be granted to Nevin Jay's proposal to subdivide parcel no. 289512 and create 111 residential units including 10 Single Family, 24 Semi-detached and 77 Townhouse units subject to the following conditions:

- Conformance with the Preliminary Subdivision Plan showing units 1-111 prepared by Harland Association, Rev No.2, dated Dec 6, 2013.
- The proposed plan shall be approved by the Department of Environment.
- That a stormwater management plan be designed by a registered engineer using Low Impact Development guidelines approved by both TIR and the Town of Stratford.
- That the proposed parkland areas, as shown on the concept plan, be deeded to the Town of Stratford as parkland dedication; and
- That the proposed subdivision meets all other requirements of the Town's Bylaws and regulations.

Discussion: It was noted that this resolution bears the recommendation of the Planning, Development and Heritage Committee.

Councillor Griffin asked how much bigger the footprint is compared to the previous concept plan, as she feels it has really come into the green space a lot more than the previous proposal.

Vahid displayed both the old concept plan and the new concept plan explaining that the difference is about 3% and meets the minimum requirements for a sustainable subdivision. He added that they dedicated almost 50% to the Town.

Mayor Dunphy asked why they wanted to change the concept plan and Vahid replied that if it is more diversified they get more points.

Councillor Ogden asked if the access road is the same and Vahid replied that it is the same as the original concept plan

Question: **CARRIED**

e) **Resolution PH021-2013 Brandon McKenna – Dorothy Avenue – SD013-13 One Lot Subdivision**

Moved by Councillor Gary Clow

Seconded by Councillor Emile Gallant

WHEREAS an application has been received from Brendon McKenna to subdivide parcel number 736611 (approx. 70,131 sq. ft. in total area) located on Dorothy Avenue into 3 single family dwelling lots; and

WHEREAS reviewing the background of the proposed lot shows that in 1996, Stratford Council granted approval to Blake Wood's proposal for a two lot subdivision as well as a concurrent consolidation to create one larger lot (the existing subject lot); and Mr. Blake Wood paid all applicable cost to Town including subdivision, consolidation and dedication fees; and

WHEREAS each proposed lot will exceed the minimum bylaw requirement of 100 foot frontage and 22,000 sq. ft. in area, and will be serviced by both municipal sewer and water; and

WHEREAS on November 18, 2013 twenty-two (22) notification letters were sent to property owners within 150 metres (500 feet) of the boundaries of the Lot informing them of the details of the application and soliciting their comments. As of November 25, 2013 only one response had been received which had no concern with the proposed subdivision.

BE IT RESOLVED that approval be granted to Brendon McKenna to subdivide parcel number 736611 (approx. 70,131 sq.ft.) which was originally 2 lots, into 3 single family dwelling lots located on Dorothy Avenue subject to all other relevant provisions of the bylaw being met.

Discussion: It was noted that this resolution bears the recommendation of the Planning, Development and Heritage Committee.

With the aid of the overhead projector Vahid explained the request and noted that there were 22 notification letters sent out with no negative responses received.

Question: **CARRIED**

Mayor Dunphy stated that he has a resolution but unfortunately Council members do not have a copy. It is a resolution on the development of a long term federal plan to fix Canada's housing crunch. It is an initiative of the Federation of Canadian Municipalities (FCM) to deal with Canada's housing crunch. Mayor Dunphy added that if Council is not comfortable approving it tonight, we can defer it and put it on the agenda for January's Council meeting. He noted that Robert will email everyone a copy of the resolution and we will deal with it under item #16 – Sustainability.

14. COMMITTEE OF THE WHOLE

No Report

15. SAFETY SERVICES

a) No Report

Included in the package for Council to review. Councillor Ogden stated that the regular monthly meeting took place on November 19. The fire chief, the board chair, and a member of the board attended the meeting and issues such as false alarms were discussed. This year 35 of 38 false alarm calls have been from Stratford. The problem is the fire alarms are not being installed properly or are not being maintained properly. Councillor Ogden stated that the fire company is looking at a policy that would require that the people who install these alarms are properly trained.

Councillor Ogden addressed Councillor Gallant regarding waste receptacles at major intersections, and asked if he would bring the issue back to his committee for discussion and Councillor Gallant replied that he would take it back to his committee.

b) Street Light Report **No Report**

c) RCMP Report

The RCMP Report for the month of November was included in the meeting package for Council to review.

d) Humane Society Report

The Humane Society Report for the month of November was included in the meeting package for Council to review.

e) Transit Report

Included in the package. Councillor Ogden noted that there was a meeting held with Mike Cassidy of Trius Tours. He noted that he and Councillor Gallant are going to meet with some users of the system and try to work on some strategies to increase the ridership – together with the transit company.

Councillor Gallant stated that reading the graph it shows that Monday and Friday are the slow days. Tuesdays and Thursdays the ridership picks up and Wednesday is the day with the most riders. Councillor Ogden agreed noting that this data will be very useful in our discussions.

f) Fire Company

Covered earlier under report.

Deputy Mayor Clow reiterated his request for a quarterly report from the fire company and Councillor Ogden replied that he will make this request at the next fire company meeting.

16. SUSTAINABILITY

a) Report

Included in the package for Council to review. Mayor Dunphy gave a brief overview of the report noting that some of the topics discussed were the buy local/support local campaign, and staff is working on some ideas that they bring back to the committee. Cosmetic pesticides was also discussed and we have staff doing some research on some different ways we can solve this issue. The idea of setting up an investment fund (Provincial CDEP Program) was also discussed and budget priorities for 2014 will be coming forward for consideration.

Mayor Dunphy noted that one of the lots in phase II of the business park is being sold to Aspin Kemp. It is adjacent to their current lot.

Mayor Dunphy referred to the upcoming resolution and asked Council members if they were comfortable in presenting it tonight. Councillor Griffin noted that the Federation of Prince Edward Island Municipalities also passed a similar resolution and she would encourage Council to do the same and everyone agreed.

b) Resolution ST002-2013 – Development of a New Long-Term Federal Plan to Fix Canada's Housing Crunch

Moved by Councillor Diane Griffin

Seconded by Councillor Randy Cooper

WHEREAS a stable and secure housing system that creates and maintains jobs and allows for a range of living options is essential to attracting new workers, meeting the needs of young families and supporting seniors and our most vulnerable citizens; and

WHEREAS the high cost of housing is the most urgent financial issue facing Canadians with one in four people paying more than they can afford for housing, and mortgage debt held by Canadians now standing at just over \$1.1 trillion; and

WHEREAS housing costs and, as the Bank of Canada notes, household debt, are undermining Canadians' personal financial security, while putting our national economy at risk; and

WHEREAS those who cannot afford to purchase a home rely on the short supply of rental units, which is driving up rental costs and making it hard to house workers in regions experiencing strong economic activity; and

WHEREAS an inadequate supply of subsidized housing for those in need is pushing some of the most vulnerable Canadians on to the street, while \$1.7 billion annually in federal investments in social housing have begun to expire; and

WHEREAS coordinated action is required to prevent housing issues from being offloaded onto local governments and align the steps local governments have already taken with regard to federal/provincial/territorial programs and policies; and

WHEREAS the Federation of Canadian Municipalities (FCM) has launched a housing campaign, "Fixing Canada's Housing Crunch," calling on the federal government to increase housing options for Canadians and to work with all orders of government to develop a long-term plan for Canada's housing future; and

WHEREAS FCM has asked its member municipalities to pass a council resolution supporting the campaign; and

WHEREAS our community has growing housing needs as identified by our housing demand study that can only be met through the kind of long-term planning and investment made possible by federal leadership.

THEREFORE BE IT RESOLVED that the Stratford Town Council endorses the FCM housing campaign and urges the minister of employment and social development to develop a long-term plan for housing that puts core investments on solid ground, increases predictability, protects Canadians from the planned expiry of \$1.7 billion in social housing agreements and ensures a healthy stock of affordable rental housing for Canadians.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the minister noted above, to the provincial minister of municipal affairs - the Hon. Wes Sheridan, to our Member of Parliament – the Hon. Lawrence MacAulay, to the Federation of Canadian Municipalities and to the federation of Prince Edward Island Municipalities.

Councillor Gallant asked if we could add a friendly amendment to include sending a copy to our provincial minister at the federal level Hon. Gail Shea and the mover and seconder agreed.

The last paragraph of the resolution will now read:

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the minister noted above, to the provincial minister of municipal affairs - the Hon. Wes Sheridan, to our Member of Parliament – the Hon. Lawrence MacAulay, to the federal minister Hon. Gail Shea, to the Federation of Canadian Municipalities and to the federation of Prince Edward Island.

Discussion: Mayor Dunphy noted that this is something that FCM has been working on for a number of months and it is currently the ‘hot topic.’

Mayor Dunphy stated that he attended the affordable housing summit organized by Mayor Lee on December 9. It was a day-long event with approximately 80 people in attendance. There are certainly a number of issues regarding affordable adequate housing in PEI and is an issue that needs to be addressed.

Question: **CARRIED**

17. ACCOUNTABILITY AND ENGAGEMENT

a) Report

Included in the package for Council to review. Councillor Griffin noted that the Town is working with Elections PEI on a draft revision of the Election Bylaw and the Town of Cornwall would also have a similar revision, so this is a great opportunity for some collaboration.

Councillor Griffin stated that the biggest thing the committee is working on now is the engagement of residents. She noted that Deputy Mayor Clow also mentioned the great work being done by volunteer residents on the official plan for the town, and this has been a huge engagement exercise.

Insight Marketing will be working with us regarding the traffic safety plan and this will be another great opportunity for resident engagement, as well as the whole issue of cosmetic pesticides. Both the Accountability and Engagement Committee and the Sustainability Committee will be doing a lot of work engaging residents.

Councillor Griffin noted that the Third Annual Resident Survey will be coming out soon. We now have two reference points, and this third annual survey should start showing us some trends.

18. HUMAN RESOURCES

a) No Report

There will be a Human Resources meeting on Thursday, December 19 at 8:00 a.m.

19. OTHER COMMITTEES

a) Stratford Seniors Complex

Included in the package for Council to review. Councillor MacDonald noted that some of the tenants are complaining about smoking in the building, and a petition will be circulated to the tenants asking that the building become smoke free.

Councillor MacDonald noted that all units are filled. He added that a notice has been included in the newsletter to advise seniors that they can contact the Town Centre if they wish to be placed on a waiting list.

A request has been made by a tenant for a disabled parking space closer to the building.

Councillor MacDonald noted that expenditures (due to flooding and other repairs) caused a deficit and CMHC has stepped in to cover it.

It was noted that David Ing has resigned from the Seniors Committee and a new person (John Kenny) will be joining the committee in January.

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Mayor Dunphy took the opportunity to wish all of Council, staff and members of the press a very Merry Christmas and a happy and prosperous 2014. He added that it has been a great year for him and he has thoroughly enjoyed it.

22. ADJOURNMENT

There being no further business, the meeting adjourned at 9:12 p.m.

Mayor David Dunphy

Robert Hughes, CAO