

REGULAR MONTHLY COUNCIL MEETING

July 13, 2011

Approved Minutes

DATE: July 13, 2011

TIME: 4:38 p.m. - 5:45 p.m.

PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Gary Clow; Councillors Diane Griffin; Steve Ogden; Emile Gallant; Robert Hughes, CAO; Jeremy Crosby, Manager Public Works and Utility; Ron Fisher, Recreation Director; Kim O'Connell, Manager of Finance and Administration; and Adele Gillis, Recording Clerk

REGRETS: Councillor Steve MacDonald, Councillor Randy Cooper and Vahid Ghomoshchi, Director of Planning

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor Dunphy called the Regular Monthly Council Meeting to order at 4:38 p.m. and welcomed those in attendance.

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. MINUTES

It was moved by Councillor Ogden and seconded by Councillor Gallant that the June 8, 2011 Regular Monthly Council Meeting Minutes be approved.

4. PRESENTATIONS FROM THE FLOOR

None

5. CARI REPORT

No Report

6. CORRESPONDENCE

Included in the meeting package for Council to review is a list of all correspondence received since the last Council meeting.

7. MAYOR'S REPORT

included in the package for Council to review. Mayor Dunphy gave an overview of his report noting that since the last Council meeting he attended the following events and meetings.

- participated in the Stratford Soccer Club's fundraiser 'test drive a Ford' event and they raised close to \$4,000.

- attended and spoke at the Stratford Rotary Club's weekly meeting where two Stratford residents were recognized for their volunteer efforts.
- attended the launch of Recreation PEI's Tobacco Free Policy initiative at Victoria Park. Stratford has been a leader in this area and Katie Parkman spoke for the youth at this event. Mayor Dunphy noted that both Ron Fisher and Joanne Weir should be congratulated, as we have taken a leadership role in this initiative.
- attended Canada Day at Tea Hill Park. A special thanks to staff for a great job. There were a lot of positive comments on the changes to the park.
- attended CADC's Annual Meeting on July 6.
- attended the Strawberry Festival and it was a tremendous success with more than 300 attending the pancake breakfast.

Councillor Ogden also noted that Town staff did a great job on the Canada Day celebrations and are to be commended. He stated that the event just gets better each year.

Mayor Dunphy stated that the ***Volunteer of the Year Award*** was awarded to Steve McQuaid during the Canada Day ceremonies, and it was great to see this award presented with such a large crowd present.

8. **CHIEF ADMINISTRATIVE OFFICER**

Included in the package for Council to review. The CAO gave a brief overview of his report noting that there is a resolution later in the agenda under 'Other Business' for the Regional Active Transportation Plan. He noted that the three capital area municipalities and Transportation and Infrastructure Renewal (TIR) are working on the Regional Active Transportation Plan, and he is coordinating the project. The CAO stated that this is not a Town initiative, so it did not go through a normal committee process, but we were the sponsoring community for the application for funding and that is why the resolution is coming here. It was noted that 10 proposals were received from some very qualified consultants.

The CAO noted that he had an intern through the provincial internship program assigned to help with the Sustainable Stratford - Results Matter, but she withdrew before she started to accept a full time position. However, he noted that he received news today that the Town will have another intern assigned and he will be meeting with the individual tomorrow, and hopefully we will soon be back on track.

Councillor Ogden noted that there has been significant progress on several long standing issues and he appreciates Robert's efforts regarding these issues.

9. **PUBLIC WORKS**

a) Report

Included in the package for Council to review. Councillor Ogden reported on behalf of Councillor MacDonald. He gave a brief overview of the report noting that the two

sections of sidewalk that will be constructed this year are Mason Road sidewalk/bike lane extension (450 m) and Keppoch Road sidewalk/bike lane extension (690 m). Both projects involve the design of storm sewer piping, catch basins, catch pits and related items. The project also involves the design of a 1.5 m wide sidewalk, a 1.5 m wide bike lane and related curb and gutter. This project will include clearing, grading, subgrade preparation, base course, surface course, curb and gutter, and sidewalks and bike lane paving. This project will also include all necessary restoration of disturbed areas, including back filling and grassing. The RFP for the engineering services was advertised today and is due on Friday, July 22, 2011. If all goes well, construction should begin in late August or early September.

In addition to the above, the outdoor staff has been busy with the following items:

- planting of islands at the Trans Canada/Jubilee intersection
- beginning work on flower beds at the business park this week
- Tea Hill building is now open to the public. There are some minor deficiencies to complete before final payment/takeover
- auto door opener installed on the Cotton Centre main entrance
- window installed in the library door
- awaiting final quote for Pauley's paving for paving at Cotton Park
- sidewalk edging will start next week
- replacing broken sidewalk slab on the corner of Swallow Drive and Mason Road
- the Town crest flower bed and the Sister Cities flower bed are both complete

Mayor Dunphy asked what areas are to be paved at Cotton Centre and Jeremy replied that the horseshoe driveway and area near the entrance.

Councillor Gallant asked if the province has indicated which areas will be paved and Jeremy replied that a list was submitted to the province in April and it is our understanding that the list will not vary too much from our submission list.

Deputy Mayor Clow noted that Clearview Estates was fully paved this week and he wanted to thank MLA Alan McIsaac, who worked very hard to get this done.

Councillor Gallant asked about the repair of the catch basin at the corner of Marion Drive and Stratford Road, and Jeremy replied that he will speak to Malcolm MacKenzie regarding the issue.

Rosebank Road Sidewalk Petition

Mayor Dunphy tabled the Rosebank Road sidewalk petition that was received and forwarded to Councillor Gallant and the Safety Services Committee. Councillor Gallant noted that this item will be covered under his Safety Services report.

Councillor Ogden noted that there were 80 individuals who signed the petition. He noted that there is a real concern about the danger because of the population increase in the area which in turn increases traffic. Councillor Ogden noted that because of the fact that there are no stop signs on a long stretch of Rosebank Road, this causes the traffic to speed up. He noted that personally he knows they are doing a traffic calming study. However, he would like to go on record, as he has previously, to state that we really need a stop sign at the corner of Ferguson Drive and Rosebank Road. This would slow the traffic and create a better degree of safety for the residents in the area. Councillor Ogden noted that it is very significant that 80 people have signed the petition because that represents pretty well everyone on the Rosebank Road.

Mayor Dunphy noted that the petition will be presented to the Safety Service Committee and we will go through the process that Councillor Gallant will comment on later in the agenda.

Deputy Mayor Clow noted that a request would have to be made to the province in regards to any stop signs. Mayor Dunphy noted that the petition is for a sidewalk and not a request for a stop sign.

Councillor Ogden noted that this is an issue of safety. He added that his point, as he also noted at the Committee of the Whole, is that the province should be monitoring the increases in traffic number on roads such as Rosebank Road and Langley Road. The province should be looking at the need for stop signs on an ongoing basis without us having to ask for them. Mayor Dunphy noted that when the Traffic Safety Committee meets they may find a solution to the problem.

10. STRATFORD UTILITY CORPORATION

a) Report

Councillor Ogden gave a verbal report noting that some of the items the utility is current working on are:

- The Mason Road pumping station - the design for the new sewer left station is now complete and a tender will be going out for the construction of the station by then end of next week. The station should be operational by the end of August.
- There have been several new plans for sewer and water construction in new subdivisions including the following:
 - Stonington Phase 6
 - Bevan subdivision
 - Starling Crescent Phase 2
 - Kinlock Creek Phase 2
 - Strathearn Cove subdivision

All plans are reviewed by the department prior to construction starting. In addition to the above, the Utility staff has been busy with the following items:

- wastewater treatment plan odor control - there have been a few days with slight odor but it is now under control
- sewer sample results continue to be slightly higher than acceptable - no response from the Department of Environment on the possible use of PAA for disinfection
- water sample results remain good
- ongoing daily maintenance
- planning to start valve exercising program within the next few weeks and staff will be purchasing a power operated valve exercising tool to aid in the efficiency of the program
- watermain break on Kinlock Road due to contractor installing water service for the new duplex and five customers were out of service for several hours
- lightning strike at the Pondsider sewer lift station caused minor backup into two homes in the Glencove subdivision - one claim has been submitted to be discussed at the next Utility meeting
- sewer and water inspections for projects and developments are ongoing

b) Financial Statements

Included in the package.

11. RECREATION AND ENVIRONMENT

a) Report

Included in the package for Council to review. It was noted that the Recreation and Environment Committee will not be holding meetings during July and August unless an issue arises.

Councillor Griffin noted that all the recreation programs are up and running. She also noted that the Arts and Diversity programs are going well.

As noted earlier, the Canada Day Celebration and the Strawberry Festival were both a great success and both the Events Committee and Town staff are to be congratulated on a job well done. In addition to the festival, the Town will be hosting the Fourth Annual Community Expo on September 9 and 10, as well as partnering with our local Rotary Club to present the annual golf tournament on September 17.

Councillor Griffin noted that something new this year is the veggie basket program. She noted that Chuckwagon Farm will be setting up in the parking lot of the Town Centre for 12 weeks starting this Saturday and residents who are interested and require further information can refer to the Town's newsletter that was delivered a few weeks ago.

Councillor Griffin stated that an RFP was placed in the Guardian by the Arts and Culture Committee for 'Fox in the Park' which is a project for a permanent, sustainable piece of art work that will be on permanent display in one of the town's parks.

Councillor Gallant asked for a comment on swimming at Tea Hill Park and Councillor Griffin replied that this question is in response to the media reporting the overflow of sewage and stormwater from the City of Charlottetown into the Hillsborough River, and oyster fishermen are not allowed to fish within a certain area on the river. Councillor Griffin noted that in regards to swimming in Tea Hill Park, residents are advised that for the first day or so, for their own health, to stay out of the water. The risk is low, but if people want to be absolutely risk free they should wait a couple of days following an overflow event.

Councillor Gallant suggested that the Town send out a press release to the media to say that you are safe to swim at Tea Hill Beach. Robert noted that he contacted the Chief Health Office today and they recommend that you wait for 12 hours to allow for one tide flush. After further discussion it was agreed that Robert will draft a press release for clarification.

12. FINANCE AND ADMINISTRATION

b) Report

Included in the package for Council to review. Councillor Gallant noted that the RFP for auditing services has closed, and the submissions will be evaluated the first week of August.

c) Financial Statements

Included in the package for Council to review.

12. PLANNING AND HERITAGE

a) Report

Included in the package for Council to review. Deputy Mayor Clow noted that the Planning and Heritage Committee met on June 20 and the director of planning gave a power point presentation on the parkland Dedication Policy. This presentation will also be presented at a future Committee of the Whole meeting.

b) Permit Summary

Included in the package for Council to review. Deputy Mayor Clow noted that the dollar amount of permits is down by approximately three million compared to last year.

c) Resolution PH023-11-VA003-11 Sheila and Joe Killorn - Sideyard Variance - 15 Harlandview Drive

Moved by Deputy Mayor Clow

Seconded by Councillor Diane Griffin

WHEREAS an application has been received from Sheila and Joe Killorn for a side yard variance to parcel number 826008, located at 15 Harlandview Drive in order to construct 1056 sq.ft. addition to the existing single family dwelling; and

WHEREAS the minimum side yard setback requirement is 12 feet for a single family dwelling located within the Single Family Residential (R1) Zone and the applicant, therefore, is requesting a variance to the side yard setback from 12 feet to 11 feet, or 8.33%.

BE IT RESOLVED that approval be granted to an application from Shelia and Joe Killorn, parcel number 826008, located at 15 Harlandview Drive, for a variance to the side yard setback from 12 feet to 11 feet or 8.33%.

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

Question: **CARRIED**

d) Resolution PH024-11 Paul Gallant and Others - 1 Lot Subdivision Rosebank Road

Moved by Deputy Mayor Gary Clow

Seconded by Councillor Steve Ogden

WHEREAS an application has been received from Paul Gallant and others to subdivide 1 lot (approx. 1.11 acres) from parcel number 329250 to create one (1) single family dwelling lot; and

WHEREAS in accordance with section 25.4 Changes to Existing Lots of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw:

- (1) No Person shall reduce the dimensions or change the Use of any Lot in an approved Subdivision where Council deems these would be a detrimental effect on neighbouring Property owners.
- (2) Where an application to subdivide land would change the dimensions or the Use of a Lot in an existing approved Subdivision, Council shall notify all Property owners within 150 metres (500 feet) of the boundaries of the Lot in writing, informing them of the details of the application and soliciting their comments; and

WHEREAS on July 6, 2011 fifty (50) notification letters were sent to property owners within 500 feet of the boundaries of the Lot in writing, informing them of the details of the application and soliciting their comments and no negative comments have been received on the proposed subdivision.

BE IT RESOLVED that approval be granted to an application from Paul Gallant to subdivide 1 lot (approx. 1.11 acres) from parcel number 329250 to create one(1) single family dwelling lot.

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

Deputy Mayor Clow stated that 50 notification letters were sent out and no negative comments were received.

Mayor Dunphy asked for clarification on the diagram which shows a portion of the land on the Langley Road and Robert replied that the sketch showing the one lot is the only portion being subdivided and is located off the Rosebank Road.

Question: **CARRIED**

Councillor Ogden noted that during the last Planning and Heritage Committee meeting, it was suggested that we have a press release on the waterfront property and Deputy Mayor Clow replied that the director of planning is out of the country at this time, but we will look at preparing a press release.

14. COMMITTEE OF THE WHOLE

Nil

15. SAFETY SERVICES

a) Report

Included in the package for Council to review. Councillor Gallant noted that the Safety Services Committee met on June 27. Mike Cassidy of Trius Tours and Staff Sgt. Mike Murphy of the RCMP attended the meeting. Mr. Cassidy presented a proposal for the T3 (Take Transit Today) marketing campaign. It was noted that they are looking at redoing the routes, as well as looking at other areas such as Clearview Estates. Councillor Gallant noted that we will be looking at putting a small committee together to review this information. He added that the new launch will be in September, with new signage and painting of the busses. He also noted that the ridership numbers are going up again.

Staff Sgt. Murphy notified the committee that he has requested that the members show more of a presence in residential areas of the Town. Councillor Gallant stated that the RCMP report indicates that the numbers are up significantly for the month of June compared to June of 2010.

It was noted that the Transit Safety Committee will be sending out a newsletter, as well as a traffic safety survey this week. There will also be a press release to encourage residents to go online and fill out the survey. Hard copies of the survey will also be available at the Town Centre. This survey will ask various questions such as what do you think will help curb the number of speeders. Councillor Gallant noted that we will take the information collected from the survey and build proposals that will be presented at an “*Open House*” in the fall. A final presentation will then be made to Council.

Mayor Dunphy noted that the survey and newsletter are now online and people can go online and complete the survey, or they can request a hard copy.

Councillor Gallant noted that we will also encourage all residents, including those who presented the petition from Rosebank Road, to complete the survey, as they may have suggestions that the Traffic Safety Committee has not considered.

Deputy Mayor Clow noted that it was nice to see the RCMP officers at the Canada Day Celebration, and it would be nice next year if the RCMP could bring a vehicle for display. Maybe the old vehicle, as well as a new RCMP vehicle. We could also have the Cross Roads Fire Company bring one of their vehicles with some promotion items for the children. Councillor Gallant noted that he will take the Deputy Mayor’s suggestion back to the Safety Services Committee for consideration.

Mayor Dunphy asked if the RCMP could report on the Stratford members work/training /sick hours and Councillor Ogden noted that at the last Safety Services Committee meeting this question was asked of Staff Sgt. Murphy and he informed the committee that he was implementing a tracking program for our area.

Councillor Gallant also reported that Citizens on Patrol has recruited two or three new people and we have asked them to do more patrols, especially on the weekends. They also did a presentation for the Town of Cornwall, as they are also looking at setting up a program.

b) Street Light Report

No Report.

c) RCMP Report

Included in the package.

d) Humane Society Report

No Report.

e) Transit Report

Included in the package.

16. ECONOMIC DEVELOPMENT**a) Report**

Included in the package. Mayor Dunphy gave a brief overview of his report noting that the following were some of the items discussed:

- new CADC board member
- the sustainable economic development coordinator Doug Deacon has been asked to find towns that are of comparable in size to the Town of Stratford and gather information on how they attract new economic business
- communication/branding strategy for the Town - we want to come up with a plan to get information out to our residents and to engage our residents we have to let the m know what is happening in the Town. We need a cohesive communication strategy where information goes out through different methods such as newspaper, radio, television, social networking etc.
- holding discussion on branding around the word 'sustainability,' and we will probably deal with a consultant to get their expertise before moving forward
- we are working to get a complete updated list of businesses in the Town. In May, we had a very successful 'Shop Stratford' to help bring awareness to residents of the businesses that are located in Stratford
- it was noted that the *House of Excellence* and a new *gas station* will be opening soon in the Town

b) Resolution EDOO1-2011 Appointment of CADC Board Member Representative

Moved by Councillor Emile Gallant

Seconded by Deputy Mayor Gary Clow

WHEREAS Frank MacIntyre has served as the Town's representative on the CADC Board in accordance with the share purchase agreement allowing a voting representative to the Board; and

WHEREAS it is deemed desirable to have a member of the Economic Development Committee serve as the CADC Board representative in order to increase the opportunity for knowledge and information exchange.

BE IT RESOLVED that Economic Development Committee member Andrew Davies

be hereby appointed as the Town's representative on the CADC Board until the next CADC annual meeting in 2012.

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

Councillor Gallant asked for clarification on how the board members are appointed and Mayor Dunphy replied that at the Committee of the Whole meeting it was stated that we would appoint this person for a one year term. Councillor Gallant noted that it appears that we asked Mr. MacIntyre to step down and have Mr. Davies take over, but in fact, Mr. MacIntyre's year is over and we are appointing Mr. Davies for a new year. Mayor Dunphy noted that every year we are allowed to appoint a new CADC member to represent the Town.

Amendment to Resolution

It was moved by Councillor Ogden and seconded by Councillor Gallant that the resolution be amended to state that Mr. MacIntyre's term has concluded and we have appointed a new member to the CADC Board - Mr. Andrew Davies.

The resolution will now read:

WHEREAS Frank MacIntyre has served as the Town's representative on the CADC Board in accordance with the share purchase agreement allowing a voting representative to the Board; and

WHEREAS Mr. MacIntyre's term has concluded; and

WHEREAS it is deemed desirable to have a member of the Economic Development Committee serve as the CADC Board representative in order to increase the opportunity for knowledge and information exchange.

BE IT RESOLVED that Economic Development Committee member Andrew Davies be hereby appointed as the Town's representative on the CADC Board until the next CADC annual meeting in 2012.

Discussion: None

Question: **CARRIED AS AMENDED**

17. HUMAN RESOURCES

No Report

18. OTHER COMMITTEES**a) Stratford Seniors Complex**

Included in the package for council to review. Kim O'Connell noted that CMHC has completed their five year inspection and reported that the building is in good physical shape at this point in time.

Kim also noted that the seniors held a bingo fundraiser on June 13 and raised \$2,600 to purchase new furniture for the common room.

19. PROCLAMATIONS

Nil

20. OTHER BUSINESS**a) Resolution OT-002-2011 - Regional Active Transportation Plan**

Moved by Councillor Diane Griffin

Seconded by Deputy Mayor Gary Clow

WHEREAS the Town of Stratford, together with the City of Charlottetown, the Town of Cornwall, and the Department of Transportation and Infrastructure Renewal are interested in working together to develop a plan for a regional active transportation network that will connect the major hubs within and between the communities and that will connect the communities to existing or planned major active transportation routes on the border of the communities; and

WHEREAS the budget estimate for this project is \$90,000 of which \$60,000 is funded through the Capacity Building Fund and the remaining \$30,000 shared between the parties; and

WHEREAS a call was issued for interested consultants to submit proposals to develop the Regional Active Transportation Plan; and

WHEREAS ten proposals were received and were rated by a steering committee made up of one representative from each of the four partners.

BE IT RESOLVED that the proposal submitted by the IBI Group in the amount of \$80,000, plus applicable taxes, be accepted as the proposal that best meets the requirements of the proposal call in accordance with the attached scoring by the project steering committee.

Discussion: The CAO noted that we attracted some top notch proposals; most were national firms with some local content. This group recently did a review active transportation best practices across the country for the Transportation Association of Canada. They also have, from what we could see in the proposals, probably the

foremost expert on active transportation in the country. She is a lady who has participated in a number of technical committees and given advice to TAC and Transportation Engineers, CITE. She is also the only complete street instructor qualified in the country, and she gives courses on active transportation in the United States. This is in addition to their good proposal and great references that made them come out on top.

Councillor Ogden asked if this amount was already in the budget and the CAO replied that our contribution is \$3,000 and it is in our budget.

Question: **CARRIED**

Before the meeting was adjourned Mayor Dunphy thanked the ladies in the audience for attending the meeting. He also wanted to talk a moment to recognize Stratford resident Dr. Peter Hooley, who has won the PEI Family Physician of the year Award.

21. ADJOURNMENT

There being no further business the meeting adjourned at 5:45 p.m.

David Dunphy, Mayor

Robert Hughes, CAO