

REGULAR MONTHLY COUNCIL MEETING

August 13, 2014

Approved Minutes

DATE: August 13, 2014
TIME: 4:37 p.m. – 5:54 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

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

REGRETS: Jeremy Crosby, Director of Infrastructure

CHAIR: Mayor David Dunphy

1. **CALL TO ORDER**

Mayor David Dunphy called the Regular Monthly Council Meeting to order at 4:37 p.m. and welcomed those in attendance.

2. **APPROVAL OF THE AGENDA**

It was moved by Councillor Randy Cooper and seconded by Councillor Steve MacDonald that the agenda be approved as circulated.

Discussion: None

Question: **CARRIED**

3. **MINUTES**

It was moved by Deputy Mayor Clow and seconded by Councillor Steve Ogden that the Regular Monthly Meeting Minutes of July 9, 2014 be approved with the following correction – replace all instances of medium with median.

Discussion: None

Question **CARRIED**

4. **BUSINESS ARISING FROM MINUTES**

Nil

5. **PRESENTATIONS**

Mr. Bus Gay - *First of all, I would like to congratulate Robert Hughes, Chief Administrative Officer on his appointment as president of the Canadian Association of Municipal Administrators (CAMA). He is doing a fantastic job for the Town of Stratford.*

At the last election I was approached to run as a Councillor, but declined. The reason I decided not to run was because Council and the Mayor are doing a very good job. The staff of the Town is doing a top notch job too. First of all you are on top of everything. I understand that you bought more land so you could have more water in the future, and this is good for the Town. This is what keeps the Town of Stratford going. You also have a lot of people such as the Lions Club who does work for the Town of Stratford and this is good.

Now the reason I came here is because a couple of weeks ago I was down at the Kinlock shore and I saw a lot of cars there. There were 57 cars parked at Kinlock Park and I asked people why they were at the Kinlock Park and not at Tea Hill. They responded that it is locked on Saturday and Sunday. I would like the Town to consider taking the lock off the gate on Saturday and Sunday for a trial period for three months. I know that it can't be done now because the summer is almost over, but it is something to think about for next year.

Canada Day was a great success and a lot of work went into making it a success. People take these things for granted, but an awful lot of work goes into it.

The projects that I am working on right now are the Kinlock Road between Sobey's and Home Hardware, a turn off lane by Stratford Esso, and a turn off Lane at the Subway Restaurant. I have also been told there is a pileup of traffic coming from the east into Charlottetown in the morning. The two lanes coming from Charlottetown are not very busy so why not use one of those lanes between 7 and 8 o'clock to help alleviate the traffic.

Also, one thing needed on the Keppoch Road at the Stratford Road is a stop sign - otherwise there is going to be a bad accident there.

One more thing, I would like to suggest that you put the 60 km per hour speed limit to 50 km per hour. With the speed limit 60 people are going 70, but if the speed limit was 50 they would only go 60. Thank you for your time.

6. CARI REPORT

No Report

7. CORRESPONDENCE

Included in the package is a list of all correspondence sent and received since the last Council meeting.

8. MAYOR'S REPORT

Mayor Dunphy gave an overview of his report noting that since the last Council meeting he attended the following events:

- Along with Robert, met with Minister Vessey and Deputy Minister Douglas to discuss the new Build Canada Fund.
- Along with Robert and Joanne met with some residents regarding the use of the track/fitness area.
- Along with other mayors met with Minister Sheridan and Deputy Mayor Arsenault to discuss revenue sharing between the province and the municipalities.
- Attended Pride Week Flag Raising and Luncheon at the Town Centre in July.
- Gave many interviews regarding the Blue Frog System to CBC and the Guardian.
- Attended the opening ceremony of a Cricket Tournament at our Tea Hill Cricket Pitch. Five provinces were represented at this tournament including a team from Quebec. There were good remarks from the players and coaches regarding the field.

9. CHIEF ADMINISTRATIVE OFFICER

Included in the package for Council to review. Councillor Ogden asked if Build Canada is taking applications yet, and Robert replied that they are just asking for expressions of interest at this time so they can get an idea of what kind of projects are out there. We have submitted four of our Utility projects and we are still working on costing for a fire hall/police station. Mayor Dunphy noted that the chance of projects happening this year is unlikely, but we wanted to establish some priorities and that is why we added the fire hall/police building to the list. Although technically it may not be eligible, we want to see if it is possible to get it covered.

Robert noted that there are two components to the Build Canada Fund. There is the regular component, and the small communities fund, and it is the small communities fund that is asking for expressions of interest. Councillor Ogden stated that costing is still being done on the fire hall/police building and he understood that was one of our priorities. Robert replied that after we discussed the priority list at Council, he spoke with Dave Swan who is the chair of the fire company and asked him to provide an estimate for fire hall portion. The fire company in turn engaged Bill Hogan to look at cost and location for the fire hall. Robert stated that he met with Mr. Hogan today and he is going to come back with a cost. We already have the costing from our work with the RCMP for their portion of the building. We have also informed Infrastructure that we are going to submit this priority once we have the cost from the fire company.

10. INFRASTRUCTURE

a) No Report

It was noted that the committee didn't hold a regular monthly meeting, but did meet at the lagoon site for a tour and explanation of how the blue frogs work from the company that is installing them.

Mayor Dunphy stated that it is great to see the blue frog system implemented. He feels that it will address a lot of issues with our plant and he congratulated Councillor Gallant, the Infrastructure Committee, and Jeremy and his team for a job well done.

Councillor Gallant stated that work is continuing on the Trans Canada Trail. They are currently working on the waterfront, and hopefully this trail will be completed early in the fall.

b) Resolution INC004-2014 Wastewater Treatment Plant Upgrade 2014

Moved by Councillor Emile Gallant

Seconded by Councillor Randy Cooper

WHEREAS the Wastewater Treatment Plant Upgrade Screening Facility tender closed on Tuesday, July 4, 2014, and

WHEREAS the following tenders were received (HST included):

Contractor/Company	Tender Price (HST Included)
W M&M	\$368,562.00
Island Coastal Limited	\$444,093.08
AJL General Contractors	\$463,980.00

AND WHEREAS the original budget for this project was projected based on a preliminary estimate provided within the WWTP Assessment Report prepared in September 2013. The budget amount outlined in that report indicated that the screening device would be approximately \$180,000; and

WHEREAS once the facility was engineered and designed the cost was estimated to be \$433,813 which included a bypass pipe to better handle flows during extreme weather events; and

WHEREAS the cost of the proposed Blue Frog system is **\$1,482,000.00** including delivery, installation and taxes; and

WHEREAS a capital budget of \$1,500,000.00 was approved for the purchase and installation of the Blue Frog system including consulting fees and the installation of an upfront screening device.

BE IT RESOLVED that the tender submitted by WM&M in the amount of \$368,562.00 (HST included) be accepted.

BE IT FURTHER RESOLVED that the capital budget be increased to \$1,900,000.00 to cover the cost of the Screening Facility and to include the HST of the Blue Frog System.

Discussion: It was noted that this resolution bears the recommendation of the Infrastructure Committee and the Committee of the Whole.

Question: **CARRIED**

11. RECREATION, CULTURE AND EVENTS

a) Report

Included in the package for review. Councillor MacDonald reviewed some of the highlights of the report.

The hosting of tournaments, special events, and ongoing supervision and maintenance of summer recreational activities provided for a busy month for recreation staff. Special events included the Canada Day Celebration and the Annual Pride Ceremony.

The Atlantic T20 Cricket Tournament was held Friday August 1 – 3 at the Association's grounds at Tea Hill Park. Cricket Canada sanctioned the event and provincial teams from Newfoundland, Nova Scotia, New Brunswick, Quebec and PEI competed against each other for regional cricketing supremacy.

Congratulations to the Quebec Cricket Federation (QCF) for being the winner at the Atlantic T20 2014. Nova Scotia was the runner up and Newfoundland took the third position. The tournament saw some of the best Cricket played in the Atlantic region. Thank you to the PEI Cricket Association for hosting a great weekend tournament.

The tennis program offered at Kinlock has 19 youth enrolled and the Intro to Sports Program continues to gain interest with 40 youngsters registered in the program.

The Recreation and Events Committee was again very pleased with the turnout for this year's Canada Day Celebrations. The Annual Volunteer of the Year Award was presented to Harry McLellan for 2014. Special thanks are extended to the Stratford Lion's Club, Citizen's on Patrol, RCMP, Fox Meadow, Stratford Youth Can Do (YCD), and our maintenance staff for a job well done.

The Stratford Community Garden is now in its second year of operation and it is a tremendous success. All 36 plots are rented, and we have gardeners ranging from local residents, non-profit organizations, a provincially-funded group and a local daycare.

Due to tropical storm 'Arthur' the Stratford Market which was scheduled for July 5 went ahead on July 12. The first day was very busy with approximately 500 – 600 people attending. We are trying to get more farmers with produce to take part in the market. A Community Theatre (ACT) is now in rehearsals for Shakespeare's "Much Ado about Nothing" Performances will take place August 22- 24 and August 28 – 30.

Councillor MacDonald noted that the Town held a ceremony to recognize Pride Week on Monday, July 28. Mayor Dunphy was on hand to help raise the flag, and a light lunch was served following the flag raising.

Councillor MacDonald took a moment to thank recreation director Joanne Weir for all her hard work in the recreation department.

12. FINANCE AND TECHNOLOGY

a) Report

Included in the package for review. Councillor Cooper noted that Staff Sgt. Mark Crowther and Cheryl Frizzel from the RCMP attended the last meeting and they answered a lot of questions for the committee, so we are in a better position going forward.

Councillor Ogden added that we had requested some further information from the RCMP and it was received, and a copy will be sent to the Mayor and Councillors, and Councillors can feel free to circulate it to their committee members.

b) Financial Statements

Included in the package for review. Councillor Cooper noted that we continue to run a healthy surplus on both the Town and the Utility Corporation.

c) Resolution FT013-2014 Guarantee for Business Park Line of Credit

Moved by Councillor Randy Cooper

Seconded by Councillor Diane Griffin

WHEREAS the Town of Stratford has created a Corporation known as the Stratford Business Park Corporation to own and operate the Stratford Business Park; and

WHEREAS the assets and liabilities of the Stratford Business Park have been transferred to the Corporation; and

WHEREAS the Metro Credit Union requires that the debt of the Corporation be guaranteed by the Town before advancing a loan or line of credit to the Corporation.

BE IT RESOLVED that the debt of the Stratford Business Park Corporation be guaranteed (by the Town) up to the amount of \$800,000 dollars.

Discussion: It was noted that this resolution bears the recommendation of the Committee of the Whole.

Question: **CARRIED**

13. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Included in the package for information purposes. Deputy Mayor Clow noted that the Forest Trail subdivision (Balderston land now own by Nevin Jay) is almost ready to sign the development agreement.

Deputy Mayor Clow also noted the engineers are working to design and finalize the storm water management plan and the parkland for the Greenway Realty project, and it is anticipated that the developer will be ready to start work on the subdivision this year.

It was noted that everything is going well with our bylaw officer and she is quite busy.

Deputy Mayor Clow noted that he, Councillors MacDonald, Gallant, and Griffin attended author Steve Berry's fundraising dinner at the home of Sandy MacMillan and it was very successful event. Mr. Berry also held a workshop and will be giving a presentation at the Town Centre at 7:30 p.m. this evening. It was noted that all the money raised from the workshop will come back to the Heritage Committee and will go towards the Heroes of Stratford WWI booklet that will hopefully be published this year.

Councillor Gallant also took a moment to thank Sandy MacMillan for offering up her home to host the dinner for Mr. Berry.

b) Permit Summary

Included in the package. Deputy Mayor Clow gave a brief overview of the permit summary.

c) Resolution PH010-2014 – Official Plan – Call for a Public Meeting

Moved by Deputy Mayor Clow

Seconded by Councillor Steve Ogden

WHEREAS through a collaborative process the current Town's Official Plan has been reviewed and the first draft of the revised Official Plan was developed by Citizens' Reference Panel in December 2013; and

WHEREAS the first draft of the revised Official Plan has been reviewed by Council, Planning Committee and Managers; and

WHEREAS the Planning Committee reviewed the revised plan for the second time and did not find any conflicts or nonconforming issues;

BE IT RESOLVED that Council shall call a Public meeting on September 17 @ 7:00 p.m. to consult with residents and stakeholders to obtain their comments and feedback on the Town's revised Official Plan.

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

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

Nil

15. SAFETY SERVICES

a) Report

Included in the package for Council to review. Councillor Ogden noted that the main focus of the meeting was to discuss possible changes to the transit to improve the service and increase the ridership. Both Councillor Ogden and Councillor Gallant rode the busses and spoke with both riders and transit staff and came up with a number of recommendations for improvement as follows:

- Have a take transit free week in September to allow people an opportunity to try the system.
- Have a take the transit free day on Transit Day and T3 Anniversary.
- Establish a transit buddy system to have someone available to help residents learn and become comfortable with the bus and, possibly, a reduced rate for current users who bring a friend.
- Identify areas for signage to help explain the routes better.
- Use social media and our newsletter to promote the cost savings of taking the bus.
- Create a campaign to set and track a target for reducing greenhouse gas emissions by taking the bus.

Councillors Ogden and Gallant also recommended that the routes be reviewed with the operator to see if any routes can be tweaked to increase ridership. The current ridership is approximately 85 per day and it is suggested that the target should be 125 riders per day.

Mayor Dunphy stated that he is pleased to see progress in making residents more aware of this valuable service, and he hopes that this will encourage more residents to use the service to reduce their cost and their environmental footprint.

There will also be some discussion with the operation regarding trial runs to service areas of town that are not covered now. Residents who would like to see transit in their area are invited to contact the Town and let staff know where they are going, when they need to be there, and when they would be returning.

Councillor Ogden noted that the committee also discussed traffic safety report, as this is another important issue for the Town.

Mayor Dunphy noted that the Traffic Safety Plan was launched a month ago and the RESPECT envelopes have arrived in resident's mailboxes. He asked Councillor Ogden if he received any feedback, and Councillor Ogden replied that the one of the comments he received was that people would like to have speed bumps in their area. He added that the committee discussed the issue and they are looking into getting removable speed bumps that can be placed in different areas of the Town. There are some discussions on-going to get the approval of the Department of Transportation and Infrastructure Renewal. Councillor Ogden stated that some other comments he received were from people who are glad that something is being done because it is a big problem.

Deputy Mayor Clow asked if anyone has been notified of the traffic problem at Balderston's fruit stand and Robert replied that Highways has been notified, but we haven't received a response yet.

b) Street Light Report
No report

c) RCMP Report
Included in the package for Council to review.

d) Humane Society Report
Included in the package for Council to review.

e) Transit Report
Included in the package for Council to review.

f) Fire Company
No report

g) Resolution SS002-2014 – 9 Mount Herbert Road Unsightly Premises

Moved by Councillor Steve Ogden
Seconded by Councillor Diane Griffin

WHEREAS the property at 9 Mount Herbert Road has been left abandoned for more than two (2) years, and has been classified as unsightly under the terms of the Town of Stratford's Dangerous and Unsightly Premises Bylaw; and

WHEREAS the Town has not been able to contact the owners of said property to issue clean up orders for compliance, and the Town has already entered the premises in 2013 to perform cleanup operations; and

WHEREAS residents in the immediate area are demanding action be taken once again under the Bylaw to correct the following deficiency – grass exceeds 8” in length.

BE IT RESOLVED that the Town will enter onto the property at 9 Mount Herbert Road to correct the above noted deficiency for the second time, “and the cost incurred by the Town shall, in accordance with Section 139 of the Charlottetown Area Municipalities Act, become a lien on the property if not paid.”

BE IT FURTHER RESOLVED that additional entries will require further resolutions.

Discussion: This resolution bears the recommendation of the Safety Services Committee.

Question: **CARRIED**

16. SUSTAINABILITY

a) No Report

b) Resolution ST002-2014 – Repeal of the Tax Incentive Policy for the Stratford Business Park

Moved by Councillor Diane Griffin

Seconded by Councillor Steve MacDonald

WHEREAS the Sustainability Committee reviewed the Stratford Business Park Tax Incentive Policy, and determined the policy is not critical to a decision of whether or not someone wants to purchase a lot from the business park.

THEREFORE, BE IT RESOLVED that the attached Tax Incentive Policy, Policy #2004-ED-01, for the Stratford Business Park, be hereby Repealed.

Discussion: It was noted that this resolution bears the recommendation of the Sustainability Committee and the Committee of the Whole.

Question: **CARRIED**

17. ACCOUNTABILITY AND ENGAGEMENT

a) No Report

18. HUMAN RESOURCES

a) No Report

b) Resolution HR002-2014 Employee Wellness Fund Policy Amendment

Moved by Deputy Mayor Clow

Seconded by Councillor Diane Griffin

WHEREAS the Town of Stratford adopted an Employee Wellness Policy, policy #2007-HR-01, in recognition that an investment in a Health and Wellness Policy will result in employees who are able to function better in all aspects of their life, including the workplace; and

WHEREAS employees have requested that the amount available be increased; and

WHEREAS the budget for this fund has never been fully utilized because not all employees take advantage of the opportunity.

BE IT RESOLVED that the Employee Wellness Fund Policy, Policy # 2007-HR-01, be hereby amended as follows:

change “The Town will pay employees 50% of the cost of wellness initiatives to a maximum of \$200 per year per employee, subject to expropriation of funds in the Town’s annual budget for this program ...”

to, “The Town will pay employees 50% of the cost of wellness initiatives to a maximum of \$300 per year per employee subject to the available budget allocation on a first come, first served basis ...”

Discussion: It was noted that this resolution bears the recommendation of the Human Resources Committee.

Question **CARRIED**

c) Resolution HR003-2014 – Youth Coordinator Position Amendment

Moved by Councillor Randy Cooper

Seconded by Councillor Steve Ogden

WHEREAS the the Youth Coordinator position was extended from 20 hours per week to 37.5 hours per week for a one year trial period in January to expand youth programming and identify additional funding to support the expanded program; and

WHEREAS the incumbent has resigned to leave the Province for other opportunities and the position must be advertised and filled; and

WHEREAS the number of youth participating in the program and the number of programs offered have increased significantly since the position was made full time on a trial basis.

BE IT RESOLVED that the position of Youth Coordinator be expanded to Youth and Family Coordinator per the attached revised job description and made permanent at 37.5 hours per week; and

BE IT FURTHER RESOLVED that staff report back to Council with a strategy for the continued expansion of the program to better serve youth and families in the Town and to identify potential partnerships to support the expansion of the program.

Discussion: It was noted that this resolution bears the recommendation of the Human Resources Committee.

Question: **CARRIED**

19. PROCLAMATIONS

a) Nil

20. OTHER COMMITTEES

a) **Stratford Seniors Complex**

Councillor MacDonald noted that all the units are filled and everything is going well.

21. OTHER BUSINESS

22. ADJOURNMENT

There being no further business the meeting adjourned at 5:54 p.m.

Mayor David Dunphy

Robert Hughes, CAO