

REGULAR MONTHLY COUNCIL MEETING

November 14, 2012

Approved Minutes

DATE: November 14, 2012
TIME: 7:30 p.m. – 8:45 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Councillor Councillors Steve MacDonald; Diane Griffin; Emile Gallant; Randy Cooper; Steve Ogden; Robert Hughes, CAO; Jeremy Crosby, Manager Public Works and Utility; Vahid Ghomoshchi, Director of Planning; Joanne Weir, Assistant Recreation Director; and Kim O’Connell, Manager of Finance and Administration

REGRETS: Deputy Mayor Clow

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor Dunphy called the Regular Monthly Council Meeting to order at 7:30 p.m. and welcomed those in attendance.

2. APPROVAL OF THE AGENDA

The agenda was approved as circulated.

3. MINUTES

It was moved by Councillor Randy Cooper and seconded by Councillor Emile Gallant that the Regular Monthly Meeting Minutes of October 10, 2012 be approved as circulated.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS FROM THE FLOOR

Carol Roach

Good evening your worship, councillors and staff members. My name is Carol Roach and I live here in Stratford at 6 Demshire Terrace, and I also co-own a seasonal cottage on Rosebank Road. Today with me are some other seasonal residents from the area who were able to come this evening. I am really here once again; I try to do this on an annual basis, to see where we are with our water and sewer strategy for this small portion of the road that is left. For the last two years we have been receiving town water, but for some reason for many years we have been left out of the whole picture of getting water and sewer in our area and I am wondering what the status is now. I would like to get it documented annually that we have been asking and I have been writing letters for at least 10 or 12 years, but I really want people to understand as a resident I want to live in Stratford, but I prefer to live on the

property that I have on the waterfront, but that's a separate issue. The big thing is to try and get water and sewer so that we don't have more wells in our area. I really thank the Council, Mayor Dunphy, Councillor Ogden and Jeremy Crosby; last year we had a good meeting with our seasonal residents and we are here to get an update as to where we are in the water and sewer strategy.

Mayor Dunphy thanked Ms. Roach for her presentation and noted that we can't debate the issue as part of this meeting, but Councillor Ogden will give an update when he gives his utility report. Councillor Ogden did note that this issue was discussed at the last utility board meeting and we are going ahead with the engineering. However, there is no guarantee that we will be able to get the funding to have it done this coming year. We did vote to approve the funding for the engineering portion of the project and we will be proceeding with that. We will be that much further ahead by having the engineering portion done, so it is progressing. The project is dependent on a source of funding, but we will get it done and hopefully sooner rather than later.

Councillor Cooper asked if there is a budget in mind for this project, and Councillor Ogden replied that we are able to proceed because it is part of the Utility Corporation. Councillor Cooper asked if we know how much the whole project is going to cost. Jeremy stated that the engineering for the project is \$30,000, and the project itself is in the range of \$300,000 to \$350,000 - depending if we go with both sewer and water. He noted that there may be funding remaining from one of the existing programs, so we need to be ready to go immediately. Jeremy stated that it likely wouldn't happen this year, but it could happen as early as the spring of next year, and it is a priority for us.

Bus Gay

As people in Stratford probably know, I have been lobbying for at least two years for a turn off lane at the Stratford Esso off the Trans Canada Highway on to the Stratford Road, and a solution to the dangerous traffic problem on the Kinlock Road between Sobey's and Home Hardware. About three weeks ago, I was going to Sobey's from the lower part of the Kinlock Road, and almost had an accident.

Mr. Gay stated that he and Sandy McMillan approached Sobey's about a year ago to try and get an extra entrance and exit on their property, and they built two lanes coming off MacKinnon Drive on to their property going around the back of Sobey's right up to the front. Mr. Gay noted that because there was a 15 foot drop, he asked them to consider putting in a guard rail and they did.

Mr. Gay stated that he has had three or four meetings with Alan McIsaac regarding the turnoff lane at the Stratford Esso and the traffic problem between Sobey's and Home Hardware. He has also met with the new Deputy Minister of Transportation and Minister Robert Vessey regarding the problem.

Mayor Dunphy thanked Mr. Gay for his presentation.

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's report was circulated to Council via email. Mayor Dunphy gave a brief overview of his report noting that since the last Council meeting he attended the following events and meetings:

- attended official opening of Stratford business MR Seafoods.
- attended PEI Chinese business mixer at the Confederation Centre of the Arts – great attendance by our immigrant community.
- attended internal launch of the branding and communications strategy.
- attended public media branding and communications strategy launch and received good feedback from our residents on our new logo.
- attended the Chamber Business Mixer at Phinley's which was well attended.
- along with Councillor Gallant and Robert - met with the new RCMP Superintendent Craig Gibson.
- along with Councillor Ogden - attended the anti-bullying walk and vigil from Cotton Park to the Town Hall. Mayor Dunphy thanked the staff for all their work on this event. It was the initiative of a resident, and staff helped out a great deal in organizing the event.
- the week of November 5 was the start of Veteran's Week and it started off with a Veteran's Social at the Town Hall where we unveiled our two new banners for this year.
- attended the Remembrance Day Service at Andrews of Stratford.
- attended the Stratford Remembrance Day Ceremony.
- along with Councillors and Robert - met with MLA James Aylward to discuss Stratford issues.
- attended meeting with mayors and CAO's to discuss the progress of Municipal Act Review Committee and the Revenue Sharing Committee.
- attended Municipal Act Steering Committee meeting.
- along with Robert - met with the Sub-committee chairs to discuss the proposed new Stratford Committee Bylaw.

Mayor Dunphy noted that he has had some communication with Joe Killorn who has been organizing the Pink Shirt Design Contest with the help of staff and Youth Can Do. The contest is closed and the designs are displayed in the Town Hall. The contest winner will be announced on December 6. This is all in preparation for *Wear Pink Shirt Day* which is February 27, 2013. This was a great initiative by Joe Killorn, who is also a director on the Youth Can Do Committee. It was also noted that Mr. Killorn appeared on an Eastlink broadcast last evening to promote anti-bullying.

Mayor Dunphy noted that on November 29 he will be speaking at an event in Moncton on affordable housing. He noted that it is set up by Canada Mortgage and Housing Corporation (CADMC) and it is called Affordable Housing in Greater Moncton, and he is one of three panelists who will be discussing affordable housing.

9. CHIEF ADMINISTRATIVE OFFICER

Included in the package for Council to review. Robert gave a brief overview of his report noting that the new Municipal Act is substantially complete, and hopefully there will be something coming forward for consultation very soon. He noted that there is a meeting scheduled for Friday, November 16 to resume the revenue sharing discussions and hopefully we will be able to move it along and make some progress, as the two are mutually dependent on one another.

Robert stated that it has been a very exciting month with the launch of our engagement strategy. He noted that we have Amanda Blakeney working with us on a Skills PEI Grant for 12 weeks to help develop the tools and the templates for the engagement strategy and we hope to roll it out over the next few months. Robert also noted that we have Results Marketing working on the structure of our website. We hope to see quite a change over the next while in terms of getting our residents involved in decision making with the Town.

Mayor Dunphy thanked Robert for all the work he has done on the Municipal Act Review Committee and the Revenue Sharing Committee over the past two years. It is important work that needs to be done and at the end of it all we will have a better Municipalities Act, and hopefully a better revenue sharing agreement with the province.

10. PLANNING AND HERITAGE

a) Report

Included in the package for Council to review.

b) Permit Summary

Included in the package for Council to review. In Deputy Mayor Clow's absence, Councillor Griffin noted that there is almost a seven percent increase over last year at this time. She noted that there is quite an increase in single family dwellings over last year, and duplexes and semi-detached were also up this year.

c) Resolution PH021-2012 – Keslie MacEachern – Home Occupation (Massage Therapy) at 17 Browns Drive

Moved by Councillor Diane Griffin

Seconded by Councillor Steve Ogden

WHEREAS an application has been received from Keslie MacEachern to operate a Home occupation (Massage Therapy) out of her home located at 17 Browns Drive; and

WHEREAS the applicant has stated the business will only have one client at a time on site and there is one off street paved parking space to be used for the business. The applicant does not intend to have an exterior sign; and

WHEREAS the Planning Committee reviewed the application and agreed that the proposed Home Occupation would not create a nuisance due to issues such as traffic generation, noise or hours of operation;

BE IT RESOLVED that approval be granted to Keslie MacEachern to operate a Home Occupation (Massage Therapy) out of her residential property located at 17 Browns Drive subject to the applicant entering into a Development Agreement pursuant to section **5.9 Home Occupation** of the Towns Development Bylaw.

Discussion: It was noted that this resolution bears the recommendation of the Planning and Heritage Committee. Councillor Gallant noted that there is a similar type of business next door to his residence and it does not cause any problems at all.

Question: **CARRIED**

11. STRATFORD UTILITY CORPORATION

a) Report

Included in the package for Council to review. Councillor Ogden noted that the Utility Corporation is working on the following items:

Fullerton's Creek Wellfield Development – work is approximately 95% complete on the transmission main. The second phase of the project has been awarded to WM&M for the construction of the control building and yard piping. Construction should be substantially complete by the end of March 2013.

Infrastructure Planning – Two projects have been selected; each for preliminary engineering and design as a result of the possibility of infrastructure dollars being available in the near future. The first project is the interconnection of the Langley water system with our main distribution system and decommissioning of the existing wells. This will allow us to connect with the system on Victoria View Lane which was extended last year. This project will allow for greater reliability in our system. It will also eliminate the smaller water system which is very difficult to protect from sources of contamination in its current location.

The second project is the lower Rosebank area. This area is currently without sewer or water and because of the size of the lots, soil conditions, and proximity to the Hillsborough harbour is not sustainable for on-site servicing. This project has been a priority for servicing for several years.

Budget – the first draft of the budget is now complete and additional information will be available at the next meeting.

Councillor Ogden noted that the Utility staff has been busy with the following items:

- waste water treatment plant maintenance
- annual pumping station maintenance - all stations have been completed
- inspection of new water and sewer connections
- scheduled water sampling
- emergency call outs as they occur
- preparing for the winter season

Councillor Ogden noted that there were no major issues with the sanitary collection system or the water distribution system during the past month.

Robert noted that we did get official notice today from Infrastructure Canada stating that there is some slippage from the Build Canada Fund. The applications have to be in by December 12, 2012, and the projects must be shovel ready. We can now make an application for funding.

b) Financial Statements

Included in the package for Council to review.

12. RECREATION AND ENVIRONMENT

a) Report

Included in the package for Council to review. Councillor Griffin gave a brief overview of her report noting that staff is very busy with the fall and winter programs in full operation. She noted that she is very pleased with the variety of programs.

The Introduction to Hockey Program is working very well with 40 children registered. Councillor Griffin noted that the Hockey Canada Foundation donated 15 complete sets of hockey gear and it was distributed to children registered in the Skills and Drills program.

The Stratford Minor Basketball Program is underway and there are 109 participants of all age groups registered.

The Stratford Athletics Men's Senior Team captured their first ever championship game in the Kings County Baseball League on October 21 in Stratford.

The Events Committee is in the process of planning some special events that are being offered over the next two months. One event that has already occurred is the Remembrance Day Ceremony which was well attended. Other events in the planning

stage are the Santa party scheduled for December 6 from 6:00 p.m. to 7:30 p.m. and the Town Levee scheduled for January 1, 2013.

Youth Can Do assisted in the delivery of a pancake breakfast in support of Glen Stewart School and Stratford Elementary School breakfast programs.

The Drama Program has begun and there is also a new Art Club. The new club will give more variety and diversity for recreational participation.

Councillor Griffin stated that there was a presentation to the committee regarding the process to request funding for PEI 2014, and this is something Council needs to look at if we are going to submit any funding applications on behalf of the Town.

Councillor Griffin noted that there will be a values session held on Saturday, November 17 at 9:00 a.m. and Council is invited to attend the discussion. She noted that the values document that was produced two years ago will be updated.

Councillor Ogden stated that he attended the Camp Gencheff Appreciation Dinner on November 13, and they presented the Town with a certificate of appreciation for all that the Town does in support of the camp. Councillor Griffin noted that we are very lucky to have Camp Gencheff in our community. Although it serves the whole province, it is a source of pride for us to have it in the Town, and it is nice to get that kind of feedback and recognition from the camp.

Councillor Cooper stated that the Remembrance Day Ceremony was very well attended again this year and to the Recreation Committee and to staff – another job well done and well put together.

13. FINANCE AND ADMINISTRATION

a) Report

Included in the package for Council to review. Councillor Cooper stated that we are at that time of year when money is being spent, but we are still running a healthy surplus. He noted that we are preparing for 2013, and the deadline for managers to submit their information for the first draft of the budget is November 15, 2012.

Mayor Dunphy asked if we would be having a public pre-budget meeting this year and Councillor Cooper stated that the format will be discussed at the finance meeting next week. We want to make sure we are communicating properly with the residents.

Financial Statements

Included in the package for Council to review

14. **PUBLIC WORKS**

a) **Report**

Included in the package for Council to review. Councillor MacDonald gave an overview of the report.

Trans Canada Trail – the trail section on Glen Stewart Drive is well under construction and weather permitting will be finished by the end of November. We will now focus on securing the required land and easements to continue construction in 2013.

Trails – the design for a trail from Millennium Drive to Our Lady of Assumption Church is now complete. Discussions have taken place with the Church Property and Building Committee and Parish regarding the location of the trail along the property. This project will now be tendered in the spring of 2013 due to the time of year.

Sidewalk and Bike Lane Construction 2012 – construction is now underway on the section of sidewalk from the Kinlock Road to Islevue Drive on the Keppoch Road. This section of sidewalk will also connect the existing trail, located within the Kinlock Creek subdivision. Construction is scheduled to be completed by the end of November.

2013 Budget – the first draft of the budget has been complete. Further information will be available at the next meeting.

Maintenance staff is busy preparing buildings, equipment, and properties for the upcoming winter season.

Councillor Gallant noted that about a week ago there were letters sent out to three different areas regarding speeding. He noted that he has received several emails and phone calls from residents of Marion Drive and they feel the only way to make the street safe is to install sidewalks. Councillor Ogden stated that the residents of the Rosebank area also feel the only solution is to install sidewalks. Mayor Dunphy stated that they can be added to the list.

Councillor Cooper asked if we could install some rumble strips noting that installing sidewalks will not slow down the speeders. Councillor Gallant stated that there are several things that have been recommended in the Traffic Safety Report that they will be presenting. He noted that there were some rumble strips installed in another location of the Town and there were complaints regarding the noise. Councillor Gallant stated that he agrees that installing sidewalks will not slow down the speeders, but it will make it safer for people walking. Mayor Dunphy stated that we have had discussions with Transportation and Infrastructure in the past regarding speed bumps, and he feels it is possible to put in temporary speed bumps from April to October or November, as snow clearing has always been the issue. He added that this is a discussion we are going to

have to with the Department of Transportation and Infrastructure Renewal regarding installing speed bumps in some residential areas.

b) **Resolution PW004-2012 - Keppoch Road Sidewalk Extension 2012**

Moved by Councillor Steve MacDonald

Seconded by Councillor Emile Gallant

WHEREAS the Keppoch Road Sidewalk Extension from the Kinlock Road to Isleview Drive tender closed on Friday, October 19, 2012, and

WHEREAS the following tenders were received (GST included);

Contractor/Company	Tender Price (GST Included)
Island Coastal Services Ltd.	\$113,815.49
Birt and MacKay Backhoe Services Ltd.	\$122,208.68

AND WHEREAS allowing for an additional \$6000 for professional fees, and extras, the total construction cost for the project is estimated to be \$119,815.49; and

WHEREAS a capital budget of \$144,000 was approved for the construction of the sidewalk extension;

BE IT RESOLVED that the tender submitted by Island Coastal Services Ltd. in the amount of \$113,815.49 (GST included) be hereby accepted.

Discussion: It was noted that this resolutions bears the recommendation of the Public Works and Property Committee and the Committee of the Whole.

Councillor Ogden stated that he will have to vote against this motion. He noted that it is not because the residents of this area don't deserve a sidewalk, but on the principle that it is outside of our plan and it was not something that was in our control. Councillor Ogden stated that we didn't plan to do this project this year; we planned to do the section from Park Lane to Bonivista and on principle he has to vote against this motion.

Mayor Dunphy stated that this section is in our plan and last year we did a paved shoulder there (a bike lane) as part of that plan, so that may have accelerated it somewhat.

Question: **CARRIED (1Against – Councillor Ogden)**

15. **COMMITTEE OF THE WHOLE**

a) **Resolution CW012-2012 Stratford Committee Bylaw, Bylaw #33 1st Reading**

Moved by Councillor Steve Ogden

Seconded by Councillor Diane Griffin

WHEREAS Council reviewed the current committee bylaw and structure and determined that some change were required to help ensure our goal of building the best community possible and, in particular, to provide more input into, and oversight of, the Town's sustainability vision, performance management system and engagement strategy; and

WHEREAS the significant changes in the new bylaw include:

- creating a new Accountability and Engagement Committee to oversee the implementation of the Town's strategic performance management system and engagement strategy and to oversee the legislative function of the town.
- expanding the mandate of the Economic Development Committee to include the environment and diversity and inclusion and renaming it the Sustainability Committee. This committee will also be responsible for the implementation of the Town's sustainability values throughout the organization.
- combining the Public Works and Utility committees into one new committee called the Infrastructure Committee.
- changing the names of the other committees to better encompass their scope.
- better aligning the committees and the town departments.

BE IT RESOLVED that the attached new Stratford Committee Bylaw, Bylaw #33, be hereby read and approved a first time.

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

Councillor Gallant stated that he does support this bylaw, and asked if we can expect new appointments for the committees in the new year. Mayor Dunphy replied that two committees are combining to make one committee and there is the creation of one new committee, so there will be at least two changes.

Mayor Dunphy asked if after this first reading there are some amendments needed – can this be done before second reading, and Robert replied that amendments can be made before the second reading if required. They would be listed in the second reading resolution to show the amendments.

Question: **CARRIED**

16. SAFETY SERVICES

a) Report

Included in the package for Council to review.

b) Street Light Report

No Report

c) RCMP Report

The RCMP Report for the month of October was included in the package for review. Councillor Gallant stated that it was noted earlier that we had a meeting with the new RCMP Superintendent Craig Gibson. He also noted that he had a chance to represent the Town at the RCMP 2012 Regimental Dinner on November 8 at the Delta Hotel.

Councillor Gallant stated that there will be another meeting with the RCMP for further discussion regarding facilities.

d) Humane Society Report

The Humane Society Report for the month of October was included in the package for review.

e) Transit Report

Councillor Gallant stated that the committee had a lengthy discussion regarding transit. He noted that we will be taking a closer look at transit to see exactly what the trends are and where we are going in regards to the service in Stratford. We also want to have a look at what is taking place in regards to the promotion of the transit system.

17. ECONOMIC DEVELOPMENT

- a)** Mayor Dunphy gave a verbal report noting that the committee did meet in October and Blake Doyle, who is a business owner in the Town, attended the meeting to discuss development opportunities in the Town.

The committee reviewed the engagement and branding strategy that was launched earlier in October and there was good feedback from the committee members.

There was a discussion on ways the Town can support ‘buy local’ and staff is looking into a buy local campaign to see what can be done to encourage local purchasing.

b) Resolution ED004 – 2012 Town of Stratford Engagement Strategy - Adoption

Moved by Councillor Randy Cooper

Seconded by Councillor Steve Ogden

WHEREAS the Town of Stratford launched an innovative new engagement strategy on October 16, 2012 as part of our commitment to building a better community; and

WHEREAS the Engagement Strategy must be formally adopted by Council for it to become official town policy.

BE IT RESOLVED that the attached Town of Stratford Engagement Strategy, dated October 2012 be hereby adopted.

Discussion: This resolution bears the recommendation of the Committee of the Whole.

Question: **CARRIED**

18. HUMAN RESOURCES

No Report

19. OHER COMMITTEES

a) Stratford Seniors Complex

Councillor MacDonald stated that there is one vacancy in the complex and we are getting the unit ready for the new tenant.

Mayor Dunphy noted that the housing needs study is nearing completion and one component of the study is affordable housing which ties in with the Stratford Senior's Complex. He noted that there should be more information on this within the next month.

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Nil

22. ADJOURNMENT

There being no further business the meeting adjourned at 8:45 p.m.

Mayor David Dunphy

Robert Hughes, CAO