

## **REGULAR MONTHLY COUNCIL MEETING**

**April 13, 2016**

### **Approved Minutes**

**DATE:** April 13, 2016  
**TIME:** 7:30 p.m. – 8:34 p.m.  
**PLACE:** Stratford Town Centre, 234 Shakespeare Drive

**PRESENT:** Deputy Mayor Randy Cooper; Councillors Gary Clow; Steve Ogden; Gail MacDonald; Diane Griffin; Keith MacLean; Robert Hughes, CAO; Kim O’Connell, Director of Finance and Technology; Jeremy Crosby, Director of Infrastructure, Joanne Weir, Recreation Director; Wendy Watts, Community Engagement Coordinator; and Mary McAskill, Recording Clerk

**REGRETS:** Patrick Carroll, Director of Planning, Development and Heritage

**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**

It was moved by Councillor Gary Clow and seconded by Councillor Steve Ogden that the agenda be approved with the following changes - 14 a) Committee of the Whole Resolution be withdrawn, and #15 Safety Services will be moved up to #10, and #10 will become #15.

#### **3. MINUTES**

It was moved by Deputy Mayor Cooper and seconded by Councillor Keith MacLean that the Regular Monthly Meeting Minutes of March 9, 2016 be approved as circulated. Motion Carried.

#### **4. BUSINESS ARISING FROM MINUTES**

Nil

#### **5. PRESENTATIONS FROM THE FLOOR**

Nil

#### **6. CARI REPORT**

##### **Report**

The CARI report was included in the package for Council to review.

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 Wendy Watts, attended the PEI Association of Newcomers to Canada's Partners in Immigration Forum planning session. Mayor Dunphy noted that he was one of three panelists for the planning session.
- Attended the Fix a Leak Week video premiere at the Stratford Town Centre. Students from Charlottetown, Cornwall, and Stratford participated in the initiative that was put together by Billy Ramsay and Kelley Arnold who both did an excellent job.
- Attended and acted as Master of Ceremonies at a press conference where the federal government and the provincial government announced funding for various PEI infrastructure projects, including the Town's Rankin water project.

9. **CHIEF ADMINISTRATIVE OFFICER**

Report included in the package. Robert briefly reviewed the report noting that the resident survey results are coming in and we received the draft report yesterday. We did receive quite an excellent response with more than 908 residents completing the survey. This was the fifth year of the survey and residents seem to appreciate the opportunity to participate which is great for us. It was noted that May 4 has tentatively been set for a media briefing of the survey, and we are thinking about bringing all our committee members in for a briefing as well.

Robert took a moment to acknowledge those Councillors who were not away on the March break – Councillor MacDonald, Councillor MacLean, and Councillor Ogden for participating in the International Day for the Elimination of Racial Discrimination event, and in particular staff member Wendy Watts for organizing it.

Councillor Ogden noted that he sees in the CAO report where there was a transit meeting, and asked if there were any new developments. Robert replied that the meeting was in respect to busses and the operator is concerned about the age of the fleet. He noted that part of the Town's responsibility in the contract is to provide busses. The federal government, in the recent budget, announced \$660,000 for Prince Edward Island. They distributed the money by ridership basis instead of per capita basis. It was noted that \$660,000 doesn't go a long way in purchasing transit busses when they are \$500,000 to \$600,000 each. One of the things we agreed to do was write to our three federal MP's and ask the federal government to consider a base amount of funding for each province to recognize that we are a smaller

province. The ridership is not big compared to some of the big systems in the country, but it is growing. There was also a letter written to the province asking for funding for capital for transit.

## **10. SAFETY SERVICES**

### **a) Report**

The report was included in the package for Council to review. Some of the highlights include a lengthy discussion on street lights. The committee discussed the funding that was in the budget for street lighting and Councillor Ogden noted that it is enough to install approximately 20 lights and we are currently looking at areas that do not have any lighting. He noted that Larkspur and Saints Crescent are two specific areas where residents have expressed their wishes to have some street lighting. The committee will continue their discussions at the next Safety Services meeting.

Councillor Ogden noted that the committee also discussed lighting from the bridge to the Sobey's intersection. This stretch of road is the responsibility of the provincial government; however, it has been noted by residents that it is a very dark area and there is a perception of a possible safety issue. Councillor Ogden stated that we passed the request on to the province and asked them for some options to deal with the issue.

It was noted that Citizens on Patrol continues to be successful. Councillor Ogden noted that there were four call-ins to the RCMP. He also noted that Stratford continues to have success in recruiting new members.

### **b) Street Light Report**

Mayor Dunphy referred to the Safety Services meeting where it stated that street lights at Larkspur and Harvest are unable to be addressed at this time. Councillor Ogden noted that the committee discussed using some of the budget to incrementally address the issue. However, it requires specific wiring underground and we were told that the infrastructure is not there and it will cost about \$15,000 to \$20,000 to install it. Jeremy Crosby stated that it is actually more of a capital item and he doesn't think we would be able to do it incrementally. We would also have to poll the other residents to see if they want additional lighting, as we have only had one or two requests. Jeremy added that we will continue to work on the issue.

Deputy Mayor Cooper noted that he wanted to make a comment on the part of the residents - at the bottom of Tea Hill where route 26 and the Pownal Road and the Keppoch Road intercept. There has been line maintenance taking place over the last number of months and the new poles are now up and new street lights are in. On behalf of the residents of that area – thank you very much.

Robert stated that he received a call from Harry McLellan who advised him that he and his wife are moving to Langley, B.C. Harry was instrumental in starting the Citizens on Patrol (COP) program in the Stratford, and Robert would like to publicly acknowledge the good work he has done in building up the COP program. We will be losing a great volunteer.

**c) RCMP Report**

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

Deputy Mayor Cooper stated that it is great to have Constable Louanne McQuaid in Queens District. He noted that he has known her for quite some time and he looks forward to the continued success.

Deputy Mayor Cooper asked when the speed bumps are going to be back on the roads and infrastructure director Jeremy Crosby replied that we can't deploy them until May.

Councillor Griffin stated that it is great that the amount of publicity we are seeing in the media regarding policing in the district and in our Town. There are a lot more media releases and people are being warned that there will be more of an enforcement effort. She noted that the profile for increasing enforcement is a good thing.

Louanne McQuaid introduced herself and noted that she doesn't actually work in Stratford, but she works with Queens District and everyone works as a team. She spoke briefly on some of the issues that the RCMP is dealing with at this time.

Councillor Clow noted that in the Safety Services minutes it indicated that the word *Stratford* will be added to the Stratford cars.

**d) Humane Society Report**

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

**e) Transit Report**

The Transit Report for the month of March was included in the meeting package for Council to review. Councillor Ogden noted that the numbers are trending upward again this month, and we hope to do some further promotion in the spring.

**f) Fire Company**

Councillor Ogden stated that an all-terrain vehicle will be arriving later this month and it will help the fire company cover shorelines, ponds and trail areas.

## **11. RECREATION, CULTURE AND EVENTS**

### **a) Report**

The report was included in the package for Council to review. Councillor MacDonald gave a brief overview of the report noting that recreation programs at the Stratford Town Centre continue to operate at full speed.

Federal and provincial grant applications were pursued in March. Applications from agencies such as Human Resources Development Canada and PEI Employment Development were submitted before each of their respective deadlines.

The recreation department will once again offer a full summer day camp program. Camp is available to youth between the ages of 8 to 12, with a maximum number of 30 youth per week.

The Stratford Soccer Association registration has been taking place and will finish up on April 14 at the Stratford Town Centre.

The instructional hockey program wrapped up on Saturday March 19, and a party will be held for all participants and parents.

On Saturday, March 19, 65 people attended the Family Fun Day at the Stratford Youth Centre. The event included an outdoor Easter Egg Hunt which was a big hit. Plastic eggs were hidden throughout the Butterfly Garden area of Cotton Park. It was noted that the youth centre drop-in attendance numbers continue to be strong, with an average of 17 to 18 youth per day.

Town Centre Gym supervisors all attended a World Host training workshop by TIA PEI on March 7 and 8 and the main focus was customer service.

Councillor MacLean asked about the fishing derby and the fish stock, and recreation director Joanne Weir replied that she has met with the representatives of the fishing derby and the pond will not be stocked this year.

Councillor Griffin noted that there is a skate park design workshop being held on (April 14) here at the Town Centre at 7:30 p.m.

## **12. FINANCE AND TECHNOLOGY**

### **a) Report**

The report was included in the package for Council to review. Deputy Mayor Cooper noted there was no meeting held in March and the next meeting will be held on April 26.

### **b) Financial Statements**

Report included in the package

c) **Resolution FT008-2016 Municipal Strategic Component Grant**

**Moved by Deputy Mayor Randy Cooper**

**Seconded by Councillor Gary Clow**

**WHEREAS** the Town of Stratford is submitting an application to the Municipal Strategic Component for funding towards the purchase of an integrated Town software system; and

**WHEREAS** as part of the 2016 Town of Stratford Capital budget there was \$125,000 in funding allocated contingent on the Town receiving 50% of the cost of software through the Municipal Strategic Component Fund; and

**WHEREAS** the Town of Stratford will allocate resources to their annual operational budget to maintain the yearly maintenance costs of the integrated software.

**BE IT RESOLVED** that council supports the Municipal Strategic Component grant application for the purchase of integrated Town software.

Discussion: It was noted that this resolution bears the recommendation of the Finance and Technology Committee.

Deputy Mayor Cooper stated that the reason that the resolution is coming forward before the purchase, is because one of the components of the grant application is that they want a resolution from Council stating that the Town will pick up their 50%, and have an on-going maintenance program for the software on an annual basis. He added that if we don't get funding, we will not be proceeding with the purchase.

Councillor Ogden asked, for the benefit of those who were unable to attend the budget meeting, how the Town will benefit from this software. Deputy Mayor Cooper replied that one of the main things will be to initiate on-line billing and receiving. There will be more modules that will be incorporated into one system. We currently use two or three different systems. The day to day operations of the Town will be incorporated into one program.

Question: **CARRIED**

**13. PLANNING, DEVELOPMENT AND HERITAGE**

**a) Report**

Included in the package for Council to review. Councillor Griffin noted that she does not have any resolutions this month. She did note that in her absence last month there was considerable discussion on a resolution. As a result, the final decision will be made at an IRAC appeal. She noted that the appeal will be held later this month, possibly the 26 or 27, but once the date has been confirmed she will let everyone know.

**b) Permit Summary**

The permit summary was included in the package for Council to review. Councillor Griffin noted that we are up over last year, but that is not a surprise with the amount of snow we had last March.

Councillor Griffin stated that she would like to emphasize the work of the Heritage Sub-Committee. Last year the Heritage Sub-Committee did a great job in acquiring the Lot 48 deed. However, it is not a paper product, it is a sheep skin product and it is currently being flattened by a trained conservator. The Town also purchased a protective permanent display case in which to display the deed.

The Hazard Point Light House – the Town's business plan has now been accepted by Parks Canada and our file is with the Department of Fisheries and Oceans (DFO). Councillor Griffin noted that it is not a fast process, but DFO is the body that will make the final decision on transferring ownership to the Town.

Councillor Griffin stated that the Town has embarked on a new project to identify heritage sources in the Town that are not yet on the provincial registration or designation list. This will be done in-house as staff time can be allocated for it. This will be timely with the upcoming review of the Heritage Bylaw which will follow the development bylaw process. Councillor Griffin noted that there will be a lot of public input required during the bylaw process.

It was noted that a letter has been received from the Hon. Doug Currie, the Minister responsible for Heritage, with a request that the Town Council consider changes to strengthen and protect our Heritage Act in the Town. This was triggered by the recent demolition of the brick house. Staff is currently working on historical research in two local streets within the Town due to comments received suggesting that street names could be changed to better reflect our heritage, and these are Picton Beete and Bayside. Councillor Griffin noted that she will bring back more information as developments occur.

It was noted that the bylaw review is underway and the schedule for the process was accepted at planning board. The consultation guide that will be sent out to residents we hope will be as user friendly as possible. We also want to give people the opportunity to give their written comments. Dates have been set in June, September, October, November and December for public meetings. Staff is currently comparing the current bylaw to see where changes are required to be in line with the official plan.

**14. COMMITTEE OF THE WHOLE**

Nil

## **11. INFRASTRUCTURE**

- a) Report** – Councillor Clow noted that some of the items being worked on by the infrastructure department are as follows:

Waste Water Treatment Facility – the assessment by the waste water consultant Stantec has been completed and we are in the process of reviewing the recommendations. Items within the report that can be addressed immediately are underway. With the recommended adjustments, the consultant indicates the facility should be able to meet the effluent criteria, and odours are not expected to be as bad during the spring turnover event this year. We are also close to finalizing the long term options for the facility and are in the process of exploring funding opportunities to get this project started. More information will be available in the coming months.

A letter was received by Environment Canada regarding the effluent quality of the facility. Within that letter they have offered a meeting to discuss the future of the facility and what measures are being taken to improve the effluent quality.

Inflow and Infiltration Study – additional monitoring devices have been installed to monitor spring flows. The consultant will then review the fall and spring data and provide recommendations regarding the condition of the system and what can be done to fix it. The project will continue well into 2016.

Water Conservation Program – the staff committee has met to discuss options for this year that will include the continuation of the toilet rebate program, low flow showerhead program, and the possibility of water audits for residents.

Rankin Water – this project is out to tender. The project is scheduled to start in the later part of May or early June.

Sidewalk Construction – work that was started last year on the Georgetown Road will start again shortly, and an additional 400 m of work is planned to be added to the project this year.

During the past month there were no issues with the sanitary collection system, or the water distribution system.

## **16. SUSTAINABILITY**

- a) Report**

The report was included in the package for Council to review. Mayor Dunphy gave a brief overview of the report noting that there was some discussion on the cosmetic pesticide bylaw - specifically the list of accepted chemicals. The second major item discussed was the ‘support local’ campaign initiative that Insight Marketing is working on. They met with a focus group of residents and a focus group of

businesses to gather information on what a support local campaign might be. They are currently working on that plan and in May or June the project will be launched.

Mayor Dunphy noted that we will receive \$30,000 from the Federation of Canadian Municipalities (FCM) Green Municipal Fund for our community energy plan and staff is continuing to work on that file.

Councillor Ogden noted that some of the residents asked him what the Town is doing to support local businesses, and the reason for the question is because of the loss of the Home Hardware, the loss of Avocado, and one floor of the CGI building being vacant. It is the kind of thing that the committee could look at to see what could be done to better support local business and attract new ones to replace the ones who have left. Mayor Dunphy replied that is what our whole support local initiative is about and noted that there is more detailed information in his report.

Councillor Ogden stated that he is speaking specifically about the Home Hardware, the CGI building and Avocado and vacant and they have been vacant for a period of time. If those stay vacant we should be looking at why are these businesses are leaving – why are they not able to survive in Stratford?

**b) Resolution SC001-2016 – Cosmetic Pesticide Bylaw Amendment – Bylaw #35A – 1<sup>st</sup> Reading**

**Moved by Councillor Diane Griffin  
Seconded by Councillor Steve Ogden**

**WHEREAS** the Cosmetic Pesticide Bylaw, Bylaw #35, includes a list of Allowable Pesticides in Appendix A; and

**WHEREAS** the list of Allowable Pesticides is taken from the allowed list produced by the Nova Scotia Government, and the intent is to maintain the list used by Nova Scotia so that we do not have to build our own expertise; and

**WHEREAS** “pyrethins” is included in the Nova Scotia list, but was removed from the Bylaw during drafting - based on comments received from the stakeholders.

**BE IT RESOLVED** that the attached Bylaw, Bylaw #35A, a Bylaw to amend the Cosmetic Pesticide Bylaw, be hereby read and approved a first time.

Discussion: Councillor Griffin explained that the Town does not have in-house expertise on cosmetic pesticides, and we rely on the Nova Scotia list, who in turn relies on the Ontario list. She added that it is highly justifiable to use the Nova Scotia list. Councillor Griffin noted pyrethins was removed by a staff person when Charlottetown,

Cornwall and Stratford were working on the bylaw collaboratively. However, because it is in the Nova Scotia list, and our original intent is to follow the Nova Scotia list, we are putting it back in. It was also noted that if Nova Scotia makes changes in the future, we will come back and amend the bylaw again.

Question: **CARRIED**

## **17. ACCOUNTABILITY AND ENGAGEMENT**

### **a) Report**

The report was included in the package for Council to review. Councillor MacLean gave a brief overview of his report noting that at the last meeting we reviewed the open data policy. He noted that one of the main topics on ‘open data policy’ is to have it open by default, rather than it be forced on us, and that is what we are currently working on. Councillor MacLean noted that there was some good input and suggestions from the committee members on the open data policy.

Also discussed at the meeting was the committee appointment process which falls under the mandate of the committee.

Councillor MacLean noted that he received the draft of the resident survey and the committee will be reviewing the results in the coming months. As noted earlier there were 908 surveys completed by residents. One of the questions on the survey was how likely are you to recommend Stratford as a place to live, and 89% would recommend Stratford to their friends and family. Robert added that we are looking at May 4 as the date to release the results to the public.

## **17. HUMAN RESOURCES**

- a) There will be a breakfast meeting with staff on April 20 – breakfast at 8:00 a.m., and the meeting will start at 8:30 a.m.

## **18. OTHER COMMITTEES**

### **a) Stratford Seniors Complex**

The report was included in the package. Councillor MacDonald noted that everything is going fine at the complex. She stated that Francis Bulger is the new person who representing the complex.

Councillor MacDonald noted that there were a few vacancies this year, and we will go to our waiting list to fill them.

## **19. PROCLAMATIONS**

Nil

**20. OTHER BUSINESS**  
**RESOLUTION**

It was moved by Councillor Clow and seconded by Councillor MacDonald that the May 11, 2016 Council meeting will start at 8:00 p.m. due to a scheduling conflict of the meeting room.

Discussion: None  
Question: **CARRIED**

**21. ADJOURNMENT**

There being no further business, the meeting adjourned at 8:34 p.m.

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**Mayor David Dunphy**

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**Robert Hughes, CAO**