

REGULAR MONTHLY COUNCIL MEETING

August 14, 2013

Approved Minutes

DATE: August 14, 2013
TIME: 4:30 p.m. – 5:09 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

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

REGRETS: Mayor David Dunphy and Jeremy Crosby, Director of Infrastructure

CHAIR: Deputy Mayor Gary Clow

1. CALL TO ORDER

Deputy Mayor Gary Clow called the Regular Monthly Council Meeting to order at 4:30 p.m.

2. APPROVAL OF THE AGENDA

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

3. MINUTES

It was moved by Councillor Diane Griffin and seconded by Councillor Steve Ogden that the Regular Monthly Meeting Minutes of July 10, 2013 be approved as circulated. Motion Carried.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS FROM THE FLOOR

Deputy Mayor Clow welcomed former Councillor Sandy McMillan.

Mrs. McMillan thanked Deputy Mayor Clow for the opportunity to speak. I attended the last Council meeting and an item of business came up that caught my attention and it was during the remarks made by the Chair of Finance. He made a comment that the move of the library from Cotton Park to the larger premises at the Bunbury Mall was coming in under budget. No figure was given for the savings, but the Lac Mègantic tragedy was very fresh in our minds, and one of the parts of that tragedy was that the municipal library was totally annihilated. I thought that perhaps, in part or in whole, whatever the savings are from our library might be put towards helping rebuild their library. I have also brought this matter to the attention of the Rotary Club of Stratford, which Councillor Gallant and I belong to, and they have committed to putting some money towards it. The Rotary Club is international and

one of the items of their policy is to improve literacy around the world, and I felt this would be a natural fit for the Rotary Club as well. The other part of that was that I suggested that our Rotary Club put out a call to other Rotary Clubs to try and get others on board and I believe that this is going to actually happen. The district governor in our region has been approached about putting the call out to match what we are doing for the cause. So if you decide to do something perhaps you could also turn it into a challenge to other municipalities. One of the things that comes to mind is when the snow storm hit Toronto the Island sent their snowplows. You can make a difference and every little bit grows and it is specific to a project. You would be putting your money towards building something that is quite important to the community I just wanted to put that out there as a thought because as a resident I think it is a nice idea.

Deputy Mayor Clow thanked Mrs. McMillan for her presentation and noted that it is something that Council will take under advisement. Councillor Cooper stated that those are great ideas, but added that he doesn't remember making a presentation last month on the library, although it was discussed. He noted that the furniture tender came in over budget and that was discussed at the last meeting, and the Rotary Club expressed an interest in helping with the furniture. He noted that he doesn't recall their being a surplus, but if there is any money available we will have a look at it.

6. CARI REPORT

Report is included in the package.

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

Deputy Mayor Clow took a moment to offer condolences on behalf of Council, staff and residents to Mayor Dunphy and his family on the passing of his mother.

9. CHIEF ADMINISTRATIVE OFFICER

Report included in the package. Robert noted that our sustainable economic development coordinator Doug Deacon is leaving at the end of August, and there is a resolution later in the agenda to change that position to reflect some of the things that the Town is now doing. He stated that he would like to take this opportunity to publicly acknowledge Doug's contribution for the great work he did in advancing our sustainability and economic agendas, and to wish him well in his future endeavours.

10. INFRASTRUCTURE

a) No Report

Councillor Gallant stated that the committee did not meet in July. The next meeting will be held on Tuesday, August 27.

Councillor Ogden noted that he is pleased to see that they are making good progress with the sidewalk project between Parklane and Bonivista.

11. RECREATION, CULTURE AND EVENTS

a) Report

The report was included in the package for Council to review. Councillor MacDonald reviewed some of the items/events that took place during the month of July. He noted that the hosting of tournaments and special events, and ongoing supervision and maintenance of summer recreational activities provided for a busy month for the recreation staff. The special events included Canada Day and the Annual Pride Ceremony.

It was noted that Pondsides Park was recently stocked with fish by the PEI Bait Fisher Group and a free fishing derby was held on June 29 for youth ages 15 years and under and on June 30 for families.

The Events Committee was pleased with the turnout for this year's Canada Day Celebration and organizers felt that this was the largest turnout to date. Councillor MacDonald noted that the Annual Volunteer of the Year Award is also presented at the Canada Day Celebration and this year it was presented to Heather Brown – a very deserving recipient.

Councillor MacDonald noted that Lynn Alchorn has agreed to chair the Community Garden Committee that has evolved from a start-up working group, to a full-fledged committee. Kelley Arnold and Joanne Weir will remain as liaisons to the Town and watershed group, but the committee will take the reins on much of the future garden responsibilities. The official opening date for the Community Gardens is set for Tuesday, August 27 at 5:30 p.m. and will be held at the gardens.

The Intro to Sports Program continues to gain interest with 40 youngsters registered. This program is made available to children ages 3-6 and operates every Wednesday evening. The program introduces four different sport activities – soccer, t-ball, tennis, and basketball.

Councillor Griffin noted that she will be away for the official opening of the Community Gardens, but noted that for a new project this one certainly went well.

Councillor Ogden noted that the Canada Day activities were extremely well done this year and congratulated the town staff for doing an excellent job.

Deputy Mayor Clow noted that the Hit and Hunt Golf Tournament, in partnership with the Rotary Club, will be held on September 14 and if anyone is interested in attending please contact Joanne.

12. FINANCE AND TECHNOLOGY

a) No Report

Councillor Cooper stated that the committee did not hold a meeting in July.

b) Financial Statements

Included in the package.

Councillor Cooper stated that based on the utility income statement, we are on track with a healthy surplus and within a half a percent of budget. On the town side we are running a little 'shy' on our property tax and the finance manager explained that when we did the budget we over estimated our growth.

It was noted that development permits are down about 28% to date, but this is not a surprise and Deputy Mayor Clow may provide more information on this.

The RCMP revenue is down as well; however there were quite a number of infractions issued in Stratford over the holiday weekend and a lot of them were regarding cell phone use, so we may see a rise in next month's report.

c) Resolution FT007-2013 Municipal Tax Rate Policy, Policy #2013-FT-01

Moved by Councillor Randy Cooper

Seconded by Councillor Diane Griffin

WHEREAS one of the initiatives that was identified in *Sustainable Stratford – Results Matter* was the implementation of a policy to ensure that we provide the lowest residential tax rate to our residents based on other comparable Town's on PEI that provide the same type of services as the Town of Stratford.

BE IT RESOLVED that the attached policy, Policy #2013-FT-01 – Municipal Tax Rate Policy, be hereby approved.

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

Question: **CARRIED**

13. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Included in the package for Council to review. Deputy Mayor Clow noted that the committee met on August 5 and most of the discussion centered around the Smallwood property. Jody MacLeod of CBCL, and Kevin Green of Greenway Reality were in attendance. As a result of that meeting there were two meetings held with the residents in that area, and we are working towards approving a preliminary approval within the next month or so.

Councillor Gallant stated that he was impressed with the public meeting that was held with the residents. It was a good meeting and the residents felt that they had a voice. Deputy Mayor Clow agreed and he commended Vahid for his presentation on sustainable subdivisions.

b) Permit Summary

The permit summary was included in the package for Council to review. Deputy Mayor Clow noted that although the numbers are down there is still a lot of construction going on, but acknowledged that we are not meeting the numbers of the past few years.

c) Resolution PH011-2013 – Green and Hunter – Side Yard Variance Requests – 46 and 50 Millennium Drive

Moved by Councillor Steve Ogden

Seconded by Councillor Steve MacDonald

WHEREAS an application has been received from Kevin A. Green & Mike Hunter for two side yard setback variances to parcel numbers 897397 and 901298 located at 46 and 50 Millennium Drive; and

WHEREAS it has recently been discovered that when Mr. Green's home was built by the original owners in 2003, a mistake was made and the house was constructed in the wrong place; and the house side yard setback is only 5.4 feet from the property line instead of the required 12 feet within the Bylaw; and

WHEREAS Mr. Green had proposed to buy a strip of land from his neighbor Mike Hunter owner of property at 50 Millennium to resolve this legal issue. However, Mr. Hunter had been proposing to construct a garage on the same side of his house; thereby making the total width of available land between the 2 homes 18 feet; and

WHEREAS the applicants are seeking a variance to each side yard setback from 12 feet to 9 feet. Therefore, each side yard request a variance for three (3) feet (or 25%) to the minimum side yard setback requirement of 12 feet for a single family dwelling located within the Single Family Residential (R1) Zone; and

WHEREAS pursuant to section the Town's Development Bylaw 21 notification letters have been sent to property owners within sixty meters (200 feet) from any lot line of the parcels being proposed for variance and no negative comments have been received;

BE IT RESOLVED that approval be granted to a request from Kevin A. Green & Mike Hunter for a (3) feet (or 25%) side yard variance to the minimum side yard setback requirement of 12 feet for a single family dwelling located within the Single Family

Residential (R1) Zone on parcel numbers 897397 and 901298, located at 46 and 50 Millennium Drive.

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

With the aid of the overhead Vahid explained that the two neighbours spoke with each other and they both agreed to the variance. It was also noted that letters were sent to residents and no negative responses were received.

Councillor Ogden stated that the reason for the problem was they measured from the power pole where they believed the stake was, but it was actually 5.4 feet to the right of the power pole.

Question: **CARRIED**

d) Resolution PH012-2013 Street Names – Clearview Estates

**Moved by Deputy Steve Ogden
Seconded by Councillor Cooper**

WHEREAS Council approved a preliminary plan of a new phase of the Clearview Estate subdivision including two new streets; and

WHEREAS the Heritage Committee has reviewed the history of the area and discovered that the property being developed is shown in the 1880 Atlas to be the farm of John McGregor; and

WHEREAS the Heritage Committee has also discovered that in the Geographical Names of Prince Edward Island (1973) the region 1 mile east of Cross Roads was called Newton and the Meacham's 1880 Atlas of PEI identifies Newton on the map precisely at the existing area of Clearview Estates; and

WHEREAS the Heritage Committee has recommended the proposed two new streets be named as *McGregor Drive* and *Newton Lane* as indicated in the plan attached to this resolution.

BE IT RESOLVED that approval is granted to the streets names of *McGregor Drive* and *Newton Lane* located in the new phase of Clearview Estate subdivision as indicated in the plan attached to this resolution.

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

Question: **CARRIED**

e) **Resolution PH013-2013 Street Names – Clifton Farms**

Moved by Councillor Steve Ogden

Seconded by Councillor Randy Cooper

WHEREAS Council approved a preliminary plan of a new Clifton Farms subdivision including four new streets; and

WHEREAS the Heritage Committee has reviewed the history of the area and discovered that because the first Mason that moved here from England in the early 1800's was married to Barbara Stagman; and

WHEREAS the Heritage Committee has also discovered that one proposed street will lead to the wooded area within the farm that has always been referred to as the "Birch Woods;" and

WHEREAS the Heritage Committee has also discovered that the Mason family who have lived on and farmed this property for eight generations came to PEI from the county of Yorkshire England; and

WHEREAS the Heritage Committee has also discovered that the third generation Mason was Herbert who married Belle Jones. Belle Mason picked strawberries on the property during the depression to preserve and bring in some extra cash; and

WHEREAS the Heritage Committee has recommended the proposed four new streets be named as indicated in the plan attached to this resolution.

BE IT RESOLVED that approval is granted to the streets name as Stagman Way, Birch Woods Lane, Yorkshire Drive and Belle Grove Street located in the Clifton Farms new subdivision as indicated in the plan attached to this resolution.

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

14. COMMITTEE OF THE WHOLE

No Report

15. SAFETY SERVICES

a) No Report

Councillor Ogden noted that the committee did not hold a meeting in July.

b) Street Light Report

No Report

c) RCMP Report

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

d) Humane Society Report

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

e) Transit Report

The Transit Report was included in the package for Council to review. Councillor Ogden stated that the numbers are up which is a positive sign.

f) Fire Company

Councillor Ogden noted that the fire company did not hold a meeting in July.

g) Resolution SS002-2013 Unsightly Premises Cleanup – 9 Mount Herbert Road

Moved by Councillor Steve Ogden

Seconded by Councillor Steve MacDonald

WHEREAS the property at 9 Mount Herbert Road has been left abandoned for approximately one (1) year, and has been classified as unsightly under the terms of the Town of Stratford's Dangerous and Unsightly Premises Bylaw, Bylaw # 22, in particular the grass exceeds 8" in length, garbage and debris are visible beside the driveway, and a tree is growing through veranda into the soffit; and

WHEREAS a number of clean up orders have been posted on the property and not complied with and a number of attempts have been made to contact the property owners without success; and

WHEREAS residents in the immediate area are frustrated by the lack of action in cleaning up the property; and

WHEREAS Bylaw # 22 allows Council, by resolution, to authorize any person to enter onto the owner's property to carry out the terms of a clean-up order that has not been complied with, the cost of which shall be charged to the property owner and shall, until payment is made, constitute a lien on the property.

BE IT RESOLVED that Town staff be authorized to enter onto the property at 9 Mount Herbert to cut the grass, clean up the garbage and debris and remove the tree growing through the veranda, the cost of which shall be charged to the property owner.

Discussion: Councillor Ogden noted that this did not go before the Safety Services Committee; however it was circulated to Council prior to this meeting.

Councillor Gallant stated that a year seems like a long time and asked if it was part of our bylaw to wait this long to take this action, and Robert replied that we could have gone in earlier, but we made every effort to contact the owners. We went to the bank to find out who held the mortgage on the property and even asked the bank if they would cut the grass. We exhausted every step before we brought the issue to Council to ask for approval to take action. Robert added that we did issue orders over a period of three years and the homeowners would respond in some way – perhaps not fully, but they would do enough to show that they were taking some action.

Question: **CARRIED**

16. SUSTAINABILITY

a) No Report

The committee did not hold a meeting in July.

17. ACCOUNTABILITY AND ENGAGEMENT

a) No Report

The committee did not hold a meeting in July. However, the big event in July was the launch of the website. Councillor Griffin noted that the committee will resume meeting in September.

b) Google Analytics Report

Included in the package.

18. HUMAN RESOURCES

a) Resolution HR004-2013 – Community Engagement Coordinator Position

Moved by Councillor Diane Griffin

Seconded by Councillor Emile Gallant

WHEREAS the Town of Stratford is committed to building the best community possible, and the engagement of residents and stakeholders in the decision making process is one of the key components of building the best community possible; and

WHEREAS it is desirable to have a staff member with the requisite skills in communication and engagement to coordinate the implementation of our engagement activities.

BE IT RESOLVED that the new position of Community Engagement Coordinator be created at Salary Level 6 as per the attached job description. This position will replace the

current Sustainable Economic Development Coordinator position which will not be filled when the incumbent leaves at the end of August.

Discussion: This resolution bears the recommendation of the Human Resources Committee.

Question: **CARRIED**

19. OTHER COMMITTEES

a) Stratford Seniors Complex

Councillor MacDonald stated that the committee did not meet in July. He noted that there was an on-going issue at the complex over the last month, but it has been taken care of and things are back to normal. He also noted that there will be an apartment up for rent in the near future.

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Councillor Ogden stated that he would like to recognize and congratulate the PEI basketball team which was very successful last week at the Canada Games. He noted that there were five or six Stratford residents on the team.

Councillor Ogden also noted that the Stratford Scout Troup is in the Magdalen Islands and it will be a great adventure for the young people.

After a brief discussion it was agreed that the August Committee of the Whole meeting will be held on Monday, August 19 at noon.

22. ADJOURNMENT

There being no further business, the meeting adjourned at 5:09 p.m.

Deputy Mayor Gary Clow

Robert Hughes, CAO