

REGULAR MONTHLY COUNCIL MEETING

January 8, 2014

Approved Minutes

DATE: January 8, 2014
TIME: 7:35 p.m. – 8:27 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

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

REGRETS: Jeremy Crosby, Director of Infrastructure

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor Dunphy called the Regular Monthly Council Meeting to order at 7:35 p.m. and welcomed those in attendance. It was noted that members from the Holland College journalism class were in attendance and Mayor Dunphy gave a brief overview of the workings of a municipal Town Council meeting.

2. APPROVAL OF THE AGENDA

It was moved by Councillor Steve Ogden and seconded by Councillor Diane Griffin that the agenda be approved with the following changes: item #10 will be the Accountability and Engagement Report; item #12 will be Sustainability; item #16 will be the Finance Report; and item # 17 will be the Infrastructure Report. Motion Carried

3. MINUTES

It was moved by Councillor Steve MacDonald and seconded by Deputy Mayor Clow that the Regular Monthly Meeting Minutes of December 11, 2013 be approved as circulated. Motion Carried.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS FROM THE FLOOR

A student journalist from the audience, who is also a Town resident, stated that he is glad that the snow banks from the two locations he had mentioned to Mayor Dunphy have been cleared.

6. CARI REPORT

No Report

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:

- attended many Christmas receptions in December.
- attended the official opening of the new wellfield site on December 19.
- Mayor Dunphy noted that in addition to our own Levee, which was very well attended, he attended six other Levees in the greater Charlottetown area. He also noted that we did receive the award for best Levee of 2013 by the Secret Levee Society; however we are not allowed to win it two years in a row, so we were out of the running for this year.
- attended the release of a report that was undertaken by the Community Foundation of PEI called Vital Signs – Taking the Pulse of Island Youth. Mayor Dunphy circulated a copy of the report. He noted that resident Steve McQuaid is quite involved in this organization and he may be making a presentation to staff and Council at some point.

9. CHIEF ADMINISTRATIVE OFFICER

Report included in the package. Robert stated that we are underway with the traffic safety social marketing strategy. He noted that the consultants will be holding focus groups with some of our residents in order to do some background research. A Steering Committee consisting of interested stakeholders will meet in a few weeks to review the research and agree on approaches for the social marketing strategy.

The annual resident survey was finalized this week and it was circulated to the members of the Accountability and Engagement Committee for review. Robert noted that we try to keep the survey the same each year so we can compare from year to year, but with the ability to add one or two new questions. This year we will be adding questions on the cosmetic pesticide issue. It was noted that the plan is to launch the on-line version of the survey next week.

10. ACCOUNTABILITY AND ENGAGEMENT

Councillor Griffin stated that there was a meeting scheduled for Thursday, January 9, but because the agenda was light, the meeting was cancelled. The next Accountability and Engagement Committee meeting will be held on February 6, 2014.

Mayor Dunphy asked when the newsletter would be coming out and Joanne Weir replied that they are hoping to have it out by the end of next week.

Mayor Dunphy noted that the weekly emails that are sent out are a great way to get information to our residents. He asked Councillor Griffin if she could include the number of resident emails we have in her next report and Councillor Griffin replied that she would.

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 past month:

- Winter program guides will be released early this month, and copies of the guides will also be provided to students attending Glen Stewart School and Stratford Elementary School.
- The recreation department will be re-introducing several afterschool programs this month which will include yoga and arts and crafts. The programs and registration fees are identified in the winter program guide.
- Preparations are underway to ready the outdoor skating surfaces at the Bunbury Rink and Pondsides Park. A schedule has been established for the skating surfaces and signage has been installed.
- December was an extremely busy month for hosting special events which included the Children's Christmas Party and the New Year's Day Levee.
- The annual "Write for Rights" was held in the youth room on December 10. Youth-Can-Do (YCD) members, as well as the general public, wrote letters in support of Human Rights Day held on December 10.
- The YCD Award Banquet and dinner was held on December 20 in the youth room at Cotton Centre. It was noted that YCD contributed 871 volunteer hours to their community in 2013, and our congratulations goes out to them.

Councillor MacDonald stated that the nomination forms are ready to be picked up for the 'Senior Volunteer of the Year Award.' They are available at the Town Centre and the deadline for submissions is January 30, 2014, but it may be extended until February 15. This award will be presented at the winter carnival.

Mayor Dunphy took a moment to congratulate Councillor MacDonald, the Events Committee and staff for the great job they did on the Levee. Councillor Cooper agreed that the knowledge and skill of our dedicated staff made the Levee such a great success.

12. SUSTAINABILITY

a) No Report

The Sustainability Committee did not hold a meeting in December. Mayor Dunphy noted that the cosmetic pesticide issue is being discussed, and the committee hopes to have some further information once the resident surveys are returned.

13. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Deputy Mayor Clow noted that the last meeting was held on December 2 and that report was included in the December Council package. He gave a brief verbal report noting that the official plan review meetings are completed. The information is being compiled and Vahid will be making a presentation at the January Planning, Development and Heritage meeting which is being held on January 13, 2014.

Mayor Dunphy asked about the timeline for the official plan and Vahid replied that it will depend on how long the committee spends reviewing the document. There will also be two official public meetings. The document will then go back to the Planning, Development and Heritage Committee with the information gathered from the public meetings. Vahid stated that the final approval will be in April.

b) Permit Summary

The permit summary was included in the package for Council to review.

a) Resolution PH001-2014 Cathy McInnis – Special Permit Use (Restaurant) in Neighbourhood Commercial Zone (C3) – 70A Stratford Road

**Moved by Deputy Mayor Gary Clow
Seconded by Councillor Steve Ogden**

WHEREAS an application has been received from Cathy McInnis to develop a restaurant within a portion of the existing building on parcel number 858225 (0.34 acres±), located at 70A Stratford Road within the Neighbourhood Commercial Zone (C3); and

WHEREAS restaurants unlicensed for the sale of alcohol are considered to be a Special Permitted Use within the Neighbourhood Commercial Zone (C3) therefore requiring a Public Meeting to be held to allow the applicant to present the Development proposal to residents to obtain their input.

BE IT RESOLVED that approval be granted to hold a public meeting on **January 22, 2014** at **7:00** p.m. in order to allow the applicant to present the Development proposal to residents to obtain their input regarding the Special Permitted Use of a “restaurant” on parcel number 858225 (0.34 acres±), located at 70A Stratford Road within the Neighbourhood Commercial Zone (C3).

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

Councillor Gallant asked if we send letters to residents who are a certain distance from the location, and Deputy Mayor Clow replied we do send a letter to residents/businesses within 200 feet. Councillor Gallant felt that 200 feet was not enough and after a brief discussion it was agreed that letters will be sent to residents within 500 of the location.

Question: **CARRIED**

b) **Resolution PH002-2013 Cape D’or Holdings Limited (Wilson Fuels – Stratford Esso) Special Permitted Use – Automobile Washing Facility (Car Wash - 2 Stratford Road**

**Moved by Deputy Mayor Gary Clow
Seconded by Councillor Emile Gallant**

WHEREAS an application has been received from Cape D’or Holdings Limited (Wilson Fuels – Stratford Esso) to develop a stand-alone Automobile Washing Facility on parcel number 191445, located at 2 Stratford Road within the Waterfront Mixed Use Zone (WMU); and

WHEREAS section 29.3(1)(ii) of the Town of Stratford Development Bylaw classifies activities connected with the Automobile Trade other than a Scrap Yard and Auto Body as a Special Permitted Use; and

WHEREAS activities connected with the Automobile Trade other than a Scrap Yard and an Auto Body shop are considered as a Special Permitted Use within the Waterfront Mixed Use Zone (WMU) therefore requiring a Public Meeting to be held to allow the applicant to present the Development proposal to residents to obtain their input.

BE IT RESOLVED that approval be granted to hold a public meeting on **January 22, 2014 at 7:00 PM**, in order to allow the applicant to present the Development proposal to residents to obtain their input regarding the Special Permitted Use of an “Automobile Washing Facility” on parcel number 191445, located at 2 Stratford Road within the Waterfront Mixed Use Zone (WMU).

Discussion: Councillor Ogden asked where the car wash would be located and Deputy Mayor Clow replied that it would be beside our treatment facility. Mayor Dunphy asked Deputy Mayor Clow to ensure that the businesses in the general area get a notice and Deputy Mayor Clow replied that he would.

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

a) **Resolution CW001-2014 Regional Aquatic Facility Board Appointment**

Moved by Councillor Diane Griffin
Seconded by Deputy Mayor Gary Clow

WHEREAS the Town of Stratford, through the agreement with Capital Area Recreation Inc. (CARI), must appoint a representative to the Board of Directors of CARI, a not for profit company that was created to design, construct and operate the regional aquatic facility; and

WHEREAS Joanne Weir served as the Town's representative to the CARI Board of Directors in 2013 and has agreed to serve again.

BE IT RESOLVED that Joanne Weir be re-appointed to the CARI Board for the year 2014, to represent the Town's interest on the Board.

Discussion: Nil

Question: **CARRIED**

15. SAFETY SERVICES

a) No Report

Councillor Ogden noted that the Safety Services Committee did not hold a meeting in December.

b) Street Light Report

No Report

c) RCMP Report

No Report

d) Humane Society Report

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

e) Transit Report

Included in the package. Councillor Ogden stated that the numbers continue to be positive and it seems like things are moving in the right direction. He noted that he and Councillor Gallant have plans to solicit input over the next two to three weeks from transit users to try and get some ideas to improve the ridership and the experience.

f) Fire Company

Councillor Ogden noted that the fire company met in early December to approve the budget.

Councillor Ogden stated that he has a resolution to appoint the directors of the Cross Roads Fire Company. He noted that the directors are appointed on a yearly basis.

g) Resolution SS01-2014 Appointment of Directors to the Cross Roads Rural Community Fire Company

Moved by Councillor Steve Ogden
Seconded by Councillor Emile Gallant

WHEREAS the Town of Stratford has a right and responsibility to appoint seven members to the Board of Directors of the Crossroads Rural Community Fire Company; and

WHEREAS it is desirable to have new persons appointed each year to represent the Town on the Fire Company Board.

BE IT RESOLVED that the following persons be appointed to serve on the Board of Directors of the Cross Roads Rural Community Fire Company for the year 2014.

Town Council Representative:

- Councillor Steve Ogden

Community Representatives:

- | | |
|------------------|-----------------|
| • David Milligan | • Cynthia Chugg |
| • David Swan | • Mark Lanigan |
| • David Panton | • Chris Leary |

Discussion: Nil

Question: **CARRIED**

Mayor Dunphy stated that there has been some discussion in the media recently about transit. The Town of Cornwall has indicated that they wish to opt out of public transit as of June 2014. Mayor Dunphy noted that he was interviewed about it and he indicated that we as a Town are still supportive of transit. We do have concerns about ridership, however, according to the transit report the numbers for December 2013 are up from December 2012.

16. FINANCE AND TECHNOLOGY

a) No Report

Councillor Cooper stated that we are working on the 2014 budget and there are a number of budget meetings scheduled for January.

Councillor Cooper noted that the public meetings are being held the same evening as the Committee of the Whole meeting, and the Committee of the Whole will most likely have a full agenda. He asked if it prudent to have the two public meetings at 7:00 o'clock? Mayor Dunphy replied that typically the January Committee of the Whole meeting is strictly budget related. Councillor Cooper stated that his concern is about the time the Committee of the Whole meeting will be able to start. Deputy Mayor Clow noted that a

half an hour should be enough time for the public meetings, so the Committee of the Whole shouldn't be late starting.

b) Financial Statements

Included in the package. Councillor Cooper stated that the balance sheet and income statements for both the Town and the Utility are included in the package. The statements are up to the end of November, as we are still reconciling up to the end of December.

Councillor Cooper stated that there has been some concern regarding snow removal of the sidewalks and the parking lots. He noted that this winter so far has been an abnormal winter, and he feels the group is doing a great job.

Councillor Cooper stated that we are still on track and still budgeting surpluses in both the Town and the Utility. There is enough of a surplus to pay down our principle payments and our interest, and hopefully we will be able to put a sizeable portion towards our debt. He also added that we hope to present the budget in February.

17. INFRASTRUCTURE

- a) No Report** – The Infrastructure Committee did not hold a meeting in December. Councillor Gallant gave a brief verbal report noting that 2014 will be a busy year with many things taking place with regards to the Utility. The first meeting of 2014 will be held the last week of January.

Councillor Cooper noted that we had a lot of snow in December and he would like to commend the staff for all the work they have been doing with keeping the sidewalks as clear as possible.

Councillor Ogden asked if the contractor for the sidewalks is responsible for putting sand or salt down and Robert replied that yes the contractor is responsible for this, but staff determines when it is to be done.

18. HUMAN RESOURCES

- a) No Report**

19. OTHER COMMITTEES

- a) Stratford Seniors Complex**

Councillor MacDonald noted that the Stratford Seniors did not hold a meeting in December. The next meeting will be held on January 14, 2014. Councillor MacDonald noted that all the units are filled and he is pleased to say that the residents do not have any complaints about the snow removal at the complex.

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Nil

22. ADJOURNMENT

There being no further business, the meeting adjourned at 8:27 p.m.

Mayor David Dunphy

Robert Hughes, CAO