REGULAR MONTHLY COUNCIL MEETING
July 14, 2010
Approved Minutes

DATE: July 14, 2010
TIME: 4:30 p.m. - 6:18 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Sandy McMillan; Councillors Steve MacDonald; Diane Griffin; Emile Gallant; Gary Clow; Patrick Ross; Robert Hughes, CAO; Jeremy Crosby, Manager Public Works and Utility; Vahid Ghomoshchi, Director of Planning; Ron Fisher, Recreation Director; Kim O'Connell, Manager of Finance and Administration and Mary McAskill, Recording Clerk

REGRETS: Nil

CHAIR: Mayor Kevin Jenkins

1. CALL TO ORDER
Mayor Kevin Jenkins called the July 14, 2010 Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those in attendance.

2. APPROVAL OF AGENDA
It was moved by Deputy Mayor Sandy McMillan seconded by Councillor Diane Griffin that the agenda be approved as circulated.

Discussion: None
Question: **CARRIED**

3. MINUTES
It was moved by Councillor Diane Griffin and seconded by Councillor Steve MacDonald that the Emergency Council Meeting Minutes of May, 26, 2010, the Regular Monthly Meeting Minutes of June 9, 2010 and the Special Council Meeting Minutes of June 23, 2010 be approved as circulated.

Discussion: None
Question: **CARRIED**

4. PRESENTATIONS
Nil

5. CARI REPORT
No report. The recreation director, Ron Fisher noted that the Dallas Stars of the National Hockey League are hosting their 2010 training camp at CARI September 17-20, and this is a major announcement for CARI.

6. CORRESPONDENCE

Included in the meeting package for Council to review is a list of all correspondence received since the last Council meeting.

7. MAYOR'S REPORT

Included in the package for Council to review. Mayor Jenkins stated that he attended a press conference this morning at Aspin Kemp and noted that they will be receiving $376,000 in federal government support to help pay for their expansion.

8. CHIEF ADMINISTRATIVE OFFICER

Included in the package for Council to review. Robert noted that the Occupational Health and Safety Plan has been completed and a copy of the plan has been circulated to staff. He also noted that a presentation on the program was made at the June staff meeting.

9. PUBLIC WORKS AND PROPERTY

a) Report

Included in the package for Council to review. Councillor Griffin noted that the committee spent a lot of time discussing the building inspection of the Town Centre.

She noted that the proposed new building at Tea Hill Park was favourably received by the committee, as it is a very nice combination. Other issues discussed were sidewalks and the Active Transportation Plan. Councillor Griffin noted that it has been a busy year so far, and staff is being kept quite busy with summer maintenance.

Councillor Ross asked about the no smoking signage for Town owned grounds. He asked if we could have some signage put up, as it would be a good reminder to residents when they are attending functions/events, and Councillor Griffin replied that she will check into it.

10. STRATFORD UTILITY CORPORATION

a) No Report

There was no meeting held in June. Deputy Mayor McMillan gave a brief overview of what the department has been working on over the past month, and gave an update on the water and sewer projects.

b) Financial Statements

Included in the package for Council to review.

11. RECREATION REPORT

a) Report

A complete written report was included in the package for Council to review. Councillor MacDonald noted that the Recreation Commission did discuss the request put forward by Councillor Ross to have a needs study done, but the committee felt that the plan we have now is working and another study will not be needed before 2012. Councillor Ross stated that he would be happy to attend the next Recreation

Commission meeting to discuss his request for a Recreation Needs Study and Councillor MacDonald replied that he would be welcome to attend, but noted that their meetings are held at lunch time and only run one hour, so his time would be limited.

Ron noted that we received many positive comments regarding the Canada Day festivities. The strawberry Festival was held on Saturday, July 10, and new this year was the addition of the Vintage Car Show in celebration of National Automotive Heritage Week.

It was also noted that on National Automotive Heritage Day, July 15 at 12:00 noon, there will be a presentation made to Wendall Taylor, Wendall Taylor's Garage, at the Stratford Town Centre in recognition of everything he has done for the vintage car industry.

Ron noted that the Town will be hosting the third annual Community Expo on September 10 and 11, as well as partnering with our local Rotary Club to present the annual golf tournament slated for September 17.

12. <u>FINANCE & ADMINISTRATION</u>

a) Report

Included in the package for Council to review. Councillor Ross gave a brief overview of the report noting that the Insurance Tender will close on July 19, 2010, and he would like to have a special Council meeting prior to the Committee of the Whole on July 28 to award the tender. The special Council meeting will be held at 4:30 p.m. and the Committee of the Whole meeting will follow.

Councillor Ross noted that he advised the Finance and Administration Committee of Council's decision regarding donation requests - that anything over $500 will be brought to Council for approval and anything under will be handled by the committee and staff. An additional donation to Charlottetown Rural High School was also discussed. Councillor Gallant noted that Stratford students are also graduating from other schools, and Councillor Ross noted that is a good point.

b) Financial Statements

Included in the package.

c) <u>Resolution FA012-2010 Classroom Reading Books for Stratford Elementary School</u>

Moved by Councillor Patrick Ross

Seconded by Councillor Diane Griffin

WHEREAS the Town of Stratford would like to do something to recognize and support the new Stratford Elementary School.

BE IT RESOLVED that a $1000 donation be granted to Stratford Elementary School for the purpose of purchasing classroom student reading books.

Discussion: This resolution bears the recommendation of the Finance and Administration Committee.

Question: **CARRIED**

d) **Resolution FA013-2010 Council Laptop Policy**

Moved by Councillor Patrick Ross

Seconded by Councillor Gary Clow

WHEREAS the Town of Stratford has implemented a paperless meeting system, and each councillor is provided with a laptop at the beginning of their electoral term to access committee and council agenda packages and their town email. The laptop may be purchased at the end of a councillor's term for the fair market value of the laptop.

BE IT RESOLVED that the attached Policy, Policy # 2010-FA-01 - Council Laptop Policy, be hereby approved.

Discussion: This resolution bears the recommendation of the Finance and Administration Committee.

Councillor Gallant asked what happens if a councillor is re-offering and wants to keep their current computer, and Councillor Ross replied that computers are replaced every four years to keep current with changing technology.

Question: **CARRIED**

e) **Resolution FA014-2010 Photocopier Tender**

Moved by Councillor Patrick Ross

Seconded by Councillor Emile Gallant

WHEREAS requests for proposals were issued for the lease of two photocopiers for the Town of Stratford for a period of five years; and

WHEREAS two proposals were received from Konica-Minolta and Xerox; and

WHEREAS a sub-committee of staff, including those who use the photocopiers most, was struck to review the proposals based on the evaluation criteria in the request for proposals; and

WHEREAS the sub-committee reviewed the proposals and recommends that the proposal submitted by Xerox be accepted as it comes in at the higher point value based on the set evaluation criteria.

BE IT RESOLVED that the five year lease for two photocopiers be awarded to Xerox in accordance with the proposal submitted based on the attached evaluation.

Xerox	**Konica Minolta**
$21,777.70 five year lease	$16,484.10 five year lease
$30,507,00 five year consumables	$26,250.00 five year consumables
$52,284.70	$42,734.10

Discussion: This resolution bears the recommendation of the Finance and Administration Committee.

Mayor Jenkins stated that he does have some concern with the difference in the amounts. Councillor Ross stated that we had to take certain issues into consideration and the lowest bid is not always in the best interest of the Town.

Councillor Griffin wondered if we are ready to pass this motion, and Councillor Ross noted that the company did not deliver on our last RFP. Councillor Gallant stated that he understands the frustrations of equipment always breaking down and is ready to approve this motion.

Question: **CARRIED (1 Against - Diane Griffin)**

13. PLANNING AND HERITAGE

a) No Report

Councillor Clow noted that there is no written report, as the committee just met on Tuesday, July 13, 2010.

b) Permit Summary

Included in the package.

c) Resolution PH016-2010 - SD016-2010 - Kel Mac Inc. - 45 Lot Subdivision Ducks Landing/Heron Drive

Moved by Councillor Gary Clow

Seconded by Councillor Sandy McMillan

WHEREAS an application has been received from Kel-Mac Inc. to subdivide a portion of parcel number 882084 and 897124; and

WHEREAS the total area of the proposed subdivision is 21.73 acres, zoned TCR, R2 and R1, located in the Ducks Landing / Heron Drive area adjacent to the Town Centre; and

WHEREAS the developer proposes to create 20 Single Family Dwellings lots, 15 Semi-Detached lots, 8-18 unit apartment lots and 2-24 unit apartment lots; and

WHEREAS the applicant had also submitted a concept plan for the whole land in the area. The general concept plan shows an alternative for future development including the connector roads. Reviewing the history of the land development by Kel-Mac in the area and the agreements signed by the Town and the developer shows that the Town agreed to exchange various parcels of land owned by Kel-Mac Inc. for Parkland dedication requirements for new developments. Accordingly, the developer already dedicated more than five acres as Parkland in the area and does not, therefore, require a Parkland (open space) dedication in the proposed subdivision.

BE IT RESOLVED that preliminary approval be granted to an application from Kel-Mac Inc. to subdivide the proposed land part of Parcel No. 882084 and No. 897124 located in Ducks Landing / Heron Drive area, to create 20 Single Family Dwellings lots, 15 Semi-Detached lots, 8-18 unit lots and 2-24 unit lots, subject to the following conditions:

i. Conformance with the Proposed subdivision Plans, drafted by Morris, Land and Island Drafting Ltd., Map No. 10-39-P05 and 10-39-P06, dated on June 29, 2010.

ii. All other relative provisions of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw must be satisfied prior to obtaining a formal preliminary approval.

Discussion: This resolution bears the recommendation of the Planning and Heritage Committee. With the aid of sketches on the overhead projector, the planning director explained the request.

Question: **CARRIED**

d) Resolution PH017-10 - VA003-10 - 2791862 (Frank Johnson) Lot Size Variance Request

Moved by Councillor Gary Clow

Seconded by Councillor Diane Griffin

WHEREAS an application has been received from 2791862 Canada Ltd. (Frank Johnston) for a 12.5% variance to the allowable number of units per acre in the Multiple Family Residential Zone (R3), located on Glen Stewart Drive in Stratford; and

WHEREAS this property currently contains 2 - 12 unit apartment buildings and has enough additional lot area to allow for an additional 8 units to be constructed. Due to the existing 2 buildings having 12 units each and the shape of the property allowing for the required parking, the applicant is requesting to add 4 more units than the current bylaw allows for in order to construct a third 12 unit apartment building rather than an 8 unit apartment building; and

WHEREAS the applicant is seeking a 12.5% variance to the allowable number of units per acre in the Multiple Family Residential Zone (R3) from 20 to 22.5. This will allow the applicant to construct 4 units more than the current 32 allowed under the current bylaw.

BE IT RESOLVED that approval be granted to an application from 2791862 Canada Ltd. (Frank Johnston) for a 12.5% variance to the allowable number of units per acre in the Multiple Family Residential Zone (R3) from 20 to 22.5 to parcel number 635052, located on Glen Stewart Drive in Stratford.

Discussion: This resolution bears the recommendation of the Planning and Heritage Committee. With the aid of the sketches on the overhead projector, the planning director explained the request.

Question: **CARRIED**

e) Resolution PH018 - 10 - Park Name Request - Michael Thomas Park and Trail

Moved by Councillor Gary Clow

Seconded by Councillor Steve MacDonald

WHEREAS the Town's Heritage sub-committee is committed to recognize, revive and celebrate the cultural heritage of the community.

WHEREAS Michael Thomas, a prominent Lennox Island native, moved to Stratford in the late 1920's to provide better opportunities for his growing family. He was widely known for his accomplishments as a long distance runner, and as a result, Michael Thomas was inducted into the PEI Sports Hall of Fame in 1980.

WHEREAS A recommendation has been received from the Heritage Sub-committee to name the proposed park along the waterfront (existing Southport Motel & Cottage) and the trail from the waterfront to Glen Stewart School: MICHAEL THOMAS PARK AND TRAIL.

BE IT RESOLVED that approval be granted to the recommendation from the Heritage Sub-committee to name the proposed park along the waterfront (Southport Motel & Cottage) and the trail from the waterfront to Glen Stewart School: MICHAEL THOMAS PARK AND TRAIL.

Discussion: This resolution bears the recommendation of the Planning and Heritage Committee.

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

a) Resolution CW007-2010 - Naming of the Main Foyer of the Stratford Town Centre

Moved by Councillor Diane Griffin

Seconded by Councillor Sandy McMillan

WHEREAS Michael A. Farmer was the first Mayor for the Town of Stratford and served three terms in this position for a total of nine years; and

WHEREAS Mr. Farmer continues to be active in the affairs of the Town by serving on the Heritage Committee; and

WHEREAS it is desirable to acknowledge Mr. Farmer's contribution and legacy to the Town by naming a major feature of the Town Centre in his honour; and

WHEREAS the main foyer of the Stratford Town Centre is available for naming.

BE IT RESOLVED that the main foyer of the Town Centre be named the "Michael A. Farmer Foyer."

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

Question: **CARRIED**

15. SAFETY SERVICES AND ENVIRONMENT

a) Report

Included in the package for Council to review. Councillor Gallant stated that the Safety Services and Environment Committee is recommending that we have park security again this year, as it was a great help last year. Councillor Ross stated that he did not agree with hiring park security, as he feels this is the job of the RCMP. Councillor Gallant noted that last year we hired park security to address the complaints we received. The RCMP is doing a good job, but park security can be at the park for longer periods of time, and they do call the RCMP in when required.

b) Street Light Report

No Report

c) RCMP Report

The RCMP report for the month of June was included in the meeting package for Council to review.

d) Humane Society Report

The Humane Society report for the month of June was included in the package for Council to review.

e) Fire Company

No Report.

f) Transit Report

Included in the package.

g) Resolution SS05-2010 Transit Strategic Operations Plan

Moved by Councillor Emile Gallant

Seconded by Councillor Diane Gallant

WHEREAS the City of Charlottetown made an application to the New Deal for Cities and Communities Fund to conduct a five year strategic plan for the Greater Charlottetown Area Transit System.

BE IT RESOLVED that the Council of the Town of Stratford supports the application to the New Deal for Cities and Communities Fund to conduct a five year strategic plan for the Greater Charlottetown Area Transit System.

Discussion: None

Question: **CARRIED**

16. ECONOMIC DEVELOPMENT COMMITTEE

a) Report

Included in the package for Council to review.

17. HUMAN RESOURCE COMMITTEE

Nil

18. OTHER COMMITTEES

a) Stratford Seniors Complex

Included in the package for Council to review. Councillor MacDonald stated that he is pleased to report that the complex will be getting new siding in August. He also noted that there is one vacancy and in the complex, and once the unit has been cleaned we will start calling people on our waiting list to fill it.

b) Land Acquisition Committee

No Report

19. PROCLAMATIONS

Nil

20. OTHER BUSINESS

Nil

21. ADJOURNMENT

There being no further business, the meeting adjourned at 6:18 p.m.

Kevin Jenkins, Mayor

Robert Hughes, CAO