

REGULAR MONTHLY COUNCIL MEETING

March 9, 2016

Approved Minutes

DATE: March 9, 2016
TIME: 7:34 p.m. – 9:45 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Randy Cooper; Councillors Steve Ogden; Gail MacDonald; Keith MacLean; and staff members Kim O'Connell, Director of Finance and Technology; Jeremy Crosby, Director of Infrastructure; Patrick Carroll, Director of Planning, Development and Heritage; Joanne Weir, Recreation Director; Wendy Watts, Community Engagement Coordinator; and Mary McAskill, Recording Clerk

REGRETS: Councillor Gary Clow, Councillor Diane Griffin, and Robert Hughes, CAO

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor Dunphy called the Regular Monthly Council Meeting to order at 7:34 p.m. and welcomed those in attendance.

2. APPROVAL OF THE AGENDA

It was moved by Councillor Steve Ogden and seconded by Councillor Gail MacDonald that the agenda be approved as circulated.

3. MINUTES

It was moved by Councillor Keith MacLean and seconded by Deputy Mayor Cooper that the Regular Monthly Meeting Minutes of February 10, 2016 be approved as circulated. Motion Carried.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS FROM THE FLOOR

Nil

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:

- Congratulations to staff, Council, and volunteers for another great winter carnival.
- Presented the senior volunteer of the year award to Mary Kenny – a very deserving winner.
- Along with fellow mayors, met with Ministers Roach, Mitchell, and Biggar, as well as Patsy MacLean, to discuss the next steps for the provincial/municipal revenue sharing agreement.
- As part of Heritage Week, attended the Town of Stratford's Heritage event where the original Lot 48 deed was unveiled, and Colin and Sandy McMillan were presented with the Brown-Hood Heritage Award.
- Had an interview with Krystalle Ramlakhan of CBC regarding Stratford's purchase of the original Lot 48 deed.
- Attended the Chinese New Year Celebration at the Delta – approximately 1,000 people were in attendance.
- Attended the Committee of the Whole meeting, the Sustainability Committee meeting and the Planning and Heritage meeting.
- Attended the Canadian Red Cross Flag Raising for Red Cross Month.

9. CHIEF ADMINISTRATIVE OFFICER

Report included in the package.

Councillor MacLean asked when the tender for the lots in the business park would be posted online, and Mayor Dunphy replied that our CAO is on holidays this week, but we will ask him when he returns.

10. INFRASTRUCTURE

a) Report

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

In the chair's absence, the vice chair Deputy Mayor Cooper gave an overview of the report. He noted that there was an update on the waste water treatment plant, and Josh Clark of Terrapin Water, and Absolute Aeration, the developers of the Blue Frog System are back to do some adjustments to the plant. One of the things that we will talk about in the budget is some of the good things that have come from the Blue Frog System. Although we are not 100% satisfied with what is happening in the lagoon, it has improved since the installation of the screening device. There was a tremendous amount of inorganic matter going into the sewer, but with the screening device we are able to remove a considerable amount of material which in turn helps with the treatment of the plant. We look forward to engaging the representatives of Terrapin Water to come up with a good strategy moving forward.

Deputy Mayor Cooper noted that the generator is installed and is now ready in the event of an emergency.

The specifications and plans for the Rankin water project that was put off last year is now in the consulting stage and will be ready to go to tender soon.

b) Resolution INC002-2016 – Cleaning Contract

**Moved by Deputy Mayor Randy Cooper
Seconded by Councillor Gail MacDonald**

WHEREAS The tender for cleaning at the Town Center, the Cotton Center, the Stratford Library, and the RCMP Office closed on February 12, 2016; and

WHEREAS the following Table outlines the tender that best meets the Town's cleaning requirements; and

Company Name	Town Hall		Cotton Center		Library		RCMP		Total	
	With	Without	With	Without	With	Without	With	Without	With	Without
Brockways Cleaning Services:										
Hourly Rate \$15.00 Year 1	\$57,645.47	\$55,334.69	\$4334.20	\$4220.20	\$2872.80	\$2758.80	\$1953.00	\$1839.00	\$66,805.47	\$64,152.69
Hourly Rate \$15.00 Year 2	\$57,645.47	\$55,334.69	\$4334.20	\$4220.20	\$2872.80	\$2758.80	\$1953.00	\$1839.00	\$66,805.47	\$64,152.69
Hourly Rate \$16.00 Option 1	\$58,785.47	\$56,189.69	\$4560.00	\$4446.00	\$3100.80	\$2986.80	\$2194.50	\$2080.50	\$68,640.77	\$65,702.99
Hourly Rate \$16.00 Option 2	\$58,785.47	\$56,189.69	\$4560.00	\$4446.00	\$3100.80	\$2986.80	\$2194.50	\$2080.50	\$68,640.77	\$65,702.99
Ness Maintenance:										
Hourly Rate \$25.00 Year 1	\$53,475.12	\$53,010.00	\$5677.20	\$5643.00	\$6894.72	\$6840.00	\$2183.10	\$2166.00	\$68,230.14	\$67,659.00
Hourly Rate \$25.00 Year 2	\$53,475.12	\$53,010.00	\$5677.20	\$5643.00	\$6894.72	\$6840.00	\$2183.10	\$2166.00	\$68,230.14	\$67,659.00
Hourly Rate \$25.00 Option 1	\$55,079.10	\$54,600.30	\$5847.06	\$5811.72	\$7101.06	\$7045.20	\$2248.08	\$2230.98	\$70,275.30	\$69,688.20
Hourly Rate \$25.00 Option 2	\$55,079.10	\$54,600.30	\$5847.06	\$5811.72	\$7101.06	\$7045.20	\$2248.08	\$2230.98	\$70,275.30	\$69,688.20
HMD Building Services:										
Hourly Rate \$26.50 Year 1	\$59,068.32	\$52,542.96	\$6576.96	\$5335.20	\$5061.60	\$3556.80	\$3214.80	\$2667.60	\$73,921.68	\$64,102.56
Hourly Rate \$28.00 Year 2	\$62,612.40	\$55,695.48	\$6971.64	\$5655.36	\$5365.32	\$3830.40	\$3407.64	\$2827.68	\$78,357.00	\$68,008.92
Hourly Rate \$30.00 Option 1	\$66,369.25	\$59,037.24	\$7389.96	\$5994.60	\$5687.16	\$4104.00	\$3612.24	\$2997.24	\$83,058.61	\$72,133.08
Hourly Rate \$30.00 Option 2	\$70,351.32	\$62,579.52	\$7831.68	\$6354.24	\$6028.32	\$4377.60	\$3828.84	\$3177.36	\$88,040.16	\$76,488.72

WHEREAS bidders were asked to submit bids with all cleaning supplies included, and without all cleaning supplies included.

BE IT RESOLVED that Brockways Cleaning Services be awarded the cleaning contract in the amount of \$66,805.47, including all cleaning supplies and toiletries for the Stratford Town Hall, the Cotton Center, the Library, and the RCMP Office. In addition, we also accept the hourly rate of \$15.00 for additional services that may be required.

Discussion: It was noted that this resolution bears the recommendation of the Infrastructure Committee. Councillor Ogden asked if this was the same company we are currently using, or is a new company taking over, and Deputy Mayor Cooper replied that it is a new company. Jeremy added that their references were checked to be sure they could handle the job.

Question: **CARRIED**

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 we had a very successful winter carnival and this year it coincided with Islander Day which proved to be a great success. She noted that the official opening included the presentation of the 2015 MacDougall-MacIntyre Senior Volunteer of the Year Award to a very deserving recipient - Mary Kenny.

Some of the new events that were added to the winter carnival this year included an outdoor play time on Saturday afternoon with the GoPEI cart available; A Valentine's Casino and Dance; and a family festival event that was held on Islander Day. It was a huge success with more than 1000 people attending. The Events Committee is now focused on the next big event which will be the annual Canada Day celebrations.

The recreation centre continues to be well used by residents. Along with the many programs offered, we are averaging daily signs of 120 people for the fitness area. In addition, the Town continues to receive many requests for space for meetings, birthdays, and special events.

Councillor MacDonald noted that a new GoPEI program 'Learn to Run' started with 16 participants on January 11 and will run for a total of 10 weeks.

The Town, along with many other communities in the province, celebrated Pink Shirt Day on February 24 to raise awareness of bullying.

The youth centre continues to open for drop in times on Monday, Wednesday and Thursday and the youth council continues to meet bi-weekly. The youth held a prom dress consignment sale on Saturday, February 27, and a fashion show was held during the sale to display some of the dresses.

Deputy Mayor Cooper took a moment to extend a sincere thank you to Mary Kenny for everything she does for the Town, as well as her husband John who is always right beside her, or participating at other Town events.

Deputy Mayor Cooper stated that Stratford resident Lori Kane will be inducted into the Canadian Golf Hall of Fame. He added that she has certainly done the Island proud and we would like to give her a 'big shout out' from the Town and congratulate her on her induction into the Canadian Golf Hall of Fame.

Mayor Dunphy noted that the winter carnival was a great success and we were lucky that we had great weather. He stated that he attended the casino night as a dealer and both

Councillor MacDonald and Councillor Clow were there as well – giving away money. It was well attended and quite an addition to the event.

Deputy Mayor Clow stated that before he starts the budget presentation, he would like to thank everyone who was involved. Both Council and staff deserve a great deal of thanks for their time and dedication. The process went longer than usual this year, because we were waiting for word from the province to see if there was going to be any increase to the CUSA grant.

12. 2016 BUDGET PRESENTATION - Presented by Deputy Mayor Cooper

Welcome members of Council, media and residents of the Town of Stratford. It is my pleasure to present to you the 2016 Town of Stratford budget.

We have put together our budget for 2016 and we were able to continue to provide all of our current services and programs; however, it was difficult to add new initiatives or many of the requests from the residents, community organizations, and partners. Capital projects that were already included in the budget from previous years will proceed and include the continuation of Georgetown Road sidewalk, completion of the Trans Canada Trail along Mason Road, and another phase of Fullerton's Creek Conservation Park development.

Our property tax revenue has slowed down as a result of the Island's cooling real estate market, and due to the provincial government's funding formula change in 2008 from a tax credit to a grant system for municipalities. We remain optimistic that the current provincial government will make good on their promise to reinstate the tax credit system which will see additional funds returned to municipalities.

While property tax assessments remain high Stratford is still seen as a great place to live, and our municipal tax rate remains the lowest in the province amongst the large municipalities. Residents continue to, and deserve to be, proud to live, work and play in Stratford.

There are great things happening in Stratford and your Council, alongside Town staff, continues to work hard on your behalf every day. We are ready to work with you to make the tough decisions and find ways to continue to grow the Town and provide the services you as a resident count on.

TOWN REVENUE

In the 2016 Town budget, we are forecasting revenue of \$6,808,400 which includes government transfers of \$1,992,000 and expenses of \$4,888,800, with a resulting surplus of \$1,919,600. However, on a cash flow basis we have a surplus of only \$32,600. The \$1,992,000 is the money we expect to receive in New Deal funds, Provincial Infrastructure Fund, and other funding sources that are used directly in the purchase of

our capital assets. The Public Sector Accounting Board Guidelines now require that we show government transfers as revenue in the year of purchase. This causes what appears to be a large budget surplus, but, in actuality the capital assets are depreciated over a period of time and we set our budget to ensure there is sufficient cash flow to cover the principal payments on any borrowing for the capital assets.

The majority of the Town's revenue is received from property tax, as well as the Municipal Support Grant. The other large component of revenue is the \$1,992,000 for government grants, which was explained above, is the money we receive from government directly for capital projects that are depreciated over an extended period of time. We have budgeted for the Municipal Support Grant to receive a 1% increase for 2016 which works out to approximately \$9,000.

TOWN EXPENSES

Town expenses for 2016 are up just 1% over the 2015 budget.

The expenses in the General Government category include all of the expenses that are not attributable to the four line departments such as police protection, fire protection, Council expenses, CAO's office expenses, street lighting, transit, sustainability citizen engagement, library, and animal control.

As part of our commitment to create a more sustainable community, the Town of Stratford is planning to develop a Community Energy Plan in 2016. The plan is intended to be a broad community collaboration that will identify ways that residents, businesses, and the Town Corporation can reduce energy use, increase renewable energy installations and reduce greenhouse gas emissions. The implementation of the plan will result in lower energy costs, increase resiliency and self-sufficiency, and increased local employment. This plan will allow Stratford to do its' part in the international effort to combat climate change. The project is subject to the approval of a funding application that was submitted to the Federation of Canadian Municipalities (FCM) Green Municipal Fund. The project cost is estimated at \$60,000 with \$12,000 allocated from the Town in the 2016 budget.

Other notable General Government investments in the operating budget for 2016 include:

- an allowance of \$8,400 to offer a mid-afternoon transit run;
- an increase in policing cost of \$33,500 due to the new RCMP contract;
- an allowance of \$5,000 for the implementation of the Cosmetic Pesticide Bylaw; and
- an allowance of \$20,000 for the implementation of the support local program.

In the capital budget, there is an allowance of \$250,000 for the enhancement of the

Hillsborough Bridge to the entrance to the Town - funded from the New Deal Program. This project began in 2014, but was not completed due to the proposed location of the structures in the road right-of-way that were disallowed. We are now looking at other options to achieve the sense of welcoming that we are striving for.

Also included in the 2016 capital budget under General Government is \$89,900 for Stratford's share of the purchase price for the new busses.

FINANCE AND TECHNOLOGY

In the Finance and Technology Department budget, the largest expenses, outside of staff expenses, is the interest payment on the Town debt. Each year the interest on the Town's long term debt has been decreasing. We budget for a cash flow surplus to ensure that our annual principal payment on long term debt is satisfied.

Some of the additional investments we are making in order to build the best community possible include:

- The introduction of a web portal module which would allow customers to access their utility accounts and pay their bill online. This will also allow us to switch to electronic billing; and
- Purchase integrated software that will encompass all Town of Stratford departments. This project is subject to approval of a funding application.

RECREATION, CULTURE AND EVENTS

In the Recreation Culture and Events Department budget there is funding to support close to 100 programs and events that the Town offers and/or supports each year. We have focused a lot of our time on expanding our youth centre, and have seen growth in the number of participants taking part in our family oriented events and youth centre drop in times. We are also planning to once again offer a March break and summer day camp for kids in 2016.

Other investments for the Recreation, Culture and Events budget to help make Stratford the best community possible include:

- Funding in the capital budget for the continued development of parks and playgrounds (\$70,000), splash pad (\$100,000), purchase of a ski groomer (\$27,500), and another public art piece for the parks/trails (\$12,000).
- Funding of \$350,000 in the capital budget to develop a partnership for a skateboard park in Stratford to support our active youth.
- Funding of \$275,000 in the capital budget to continue the development of Fullerton's Creek Conservation Park – a new multi-use municipal park. This

phase will include a multipurpose playing field, a viewing platform overlooking Fullerton's Marsh and an additional kilometer of trail added in 2016. This will be funded with New Deal Funding.

- Funding for the Pownal Rink in the amount of \$50,000 and the CARI pool in the amount of \$15,000.
- Continued funding for arts and culture programming to ensure that residents can strengthen all aspects of their physical, mental and spiritual health.

INFRASTRUCTURE

The Department of Infrastructure budget includes the maintenance of all Town owned facilities, equipment, trails, and sidewalks. Some of the targeted investments to help make Stratford the best community possible include:

- Completion of the Trans Canada Trail along the Mason Road. This work is being completed to finish the trail section and create trail loops throughout the Town. The capital budget amount is \$104,000 which is funded through New Deal funding.
- Sidewalk and bike lane construction continues to be a priority in 2016. An allowance of \$860,000 is included in the capital budget – funded by New Deal funding. This project is contingent on the Provincial Department of Transportation and Infrastructure Renewal infilling the ditches along any proposed alignment. The main section being considered for this year is the continuation of the Georgetown Road.
- Other Capital investments included a new roof for the youth/seniors centre, heat pump repairs at the Stratford Town Centre, and paving.

PLANNING, DEVELOPMENT AND HERITAGE

In 2016, the focus of the Planning, Development and Heritage department will be developing a new Zoning and Subdivision Control (Development) Bylaw to implement the recently approved Official Plan.

Targeted investments to help make Stratford the best community possible include:

- An allowance for a consultant to help with the official plan and bylaw review and engagement.
- In order to celebrate Stratford's Heritage, \$6,500 will be available to the Heritage Committee for Stratford Veteran's posters, a History of Stratford (property ownership project) and finalizing the Lot 48 deed project.

CAPITAL BUDGET

We are budgeting \$2,528,000 for capital items in 2016 which, after infrastructure funding and partnerships in the amount of \$2,284,000, will be a net cost of \$244,800 to tax payers. Funding includes New Deal funding in the amount of \$1,558,900, provincial infrastructure funding in the amount of \$150,000, anticipated partnerships funding of \$470,000, Canada 150 funding of \$42,700, and New Deal Community Component NDCC - Municipal Strategic Component of \$62,500.

In summary, we are continuing to make strategic investments in priority areas to meet the needs of residents now and into the future, and to build the best community possible. At the same time, we are mindful of the trust placed in us by you as taxpayers, to be prudent and responsible with your money.

STRATFORD UTILITY CORPORATION

Over the past 10 years, the Town has made a substantial investment in our water system infrastructure. The Town of Stratford currently has a water supply system that includes four wellfields. The four wellfields include Fullerton's Creek, Beacon Hill, Cable Heights, and Pondside wellfields. The overall capacity of the system is 1,475 imperial gallons per minute that pumps into a 265,000 gallon storage tank located on the Georgetown Road.

The current system is able to sustainably supply enough water to the Town for the next 10 to 20 years – depending on the rate of development and conservation efforts by residents. As part of the Town's overall strategy to use our resources sustainably, water metering is being implemented in 2016/2017. The water metering project will be implemented over a two year period with \$375,000 being allocated in 2016 and 2017. Water metering will help us continue to reach our goal of being the best community possible.

Based on the above information and additional data entered into the water model, it was determined that the Town was not charging enough to meet our expenses. Therefore, as a result, the Town will be increasing our single family dwelling (SFD) water rate from \$61.25 to \$68.25 per quarter as of July 2016.

WASTE WATER TREATMENT FACILITY

For a number of years the Town's staff and Council have been focused on the future of the waste water treatment plant, and we have been looking into options for its needed upgrade for a long time – a long term solution for the future. We have heard from residents that they want a solution for the waste water treatment plant and we are working on this for our residents.

As you are likely aware, the Town recently installed a new system to extend the life of the lagoons. The Blue Frog System was installed in 2014, and although it has not

consistently met the effluent criteria issued by provincial and federal regulators since its installation, the system has shown signs of enhanced treatment and sludge digestion. As part of that investment, a \$500,000 upfront screening facility was installed. This system is working very well by removing up to 99% of inorganic waste from the system. So far we are removing 150 to 200 pounds of inorganic material from the lagoons. We hope with continued public awareness we can reduce the amount currently being added to the system. We are continuing to work with the system to have it perform as was described at the time of installation. However, we are also focusing on the long term solution for the Town's waste water treatment requirements. We are currently negotiating with the City of Charlottetown to see, first of all if they would be interested in taking our waste water at their plant in Charlottetown. Staff has met and has made significant progress in developing an agreement that will be reviewed by both Councils regarding the feasibility of this option. In addition, we have also reviewed options for the existing property that would eliminate the open lagoon system and replace it with a much smaller, yet more efficient, mechanical plant. The new plant would be built to blend in with the surrounding area and would be fully enclosed. Preliminary estimates for both options are similar in cost.

The Town of Stratford and the City of Charlottetown are currently updating the cost estimates for both options; however, preliminary estimates have indicated that the cost for either option would be in the range of 12 to 15 million dollars. Based on these estimates Council has requested that staff include this cost as we look forward to putting plans in place for a long term solution for our plant. As mentioned earlier about our water rates, we are also not meeting our expenses when it comes to the operation of our waste water treatment plant. We haven't raised any rates for our water and sewer customers over the past six years; and we looked at a quarterly single family dwelling rate going from \$76.25 to \$82.25 in July of this year. Further rate increases will be calculated once we have a better idea of the go forward plans of the plant.

We are budgeting for revenue of \$2,807,000, most of which comes from unmetered customers and government transfers for capital purchases. Expenses are budgeted at \$2,016,500 resulting in a \$791,300 surplus; however, once the government grants are removed and our debt payments are made, we actually end up with a cash flow surplus of \$150,900. We will be putting money aside for the upgrade of the waste water treatment plant as a result of the rate increase - provided we are able to meet the expense payments that we currently have.

Some of the targeted investments included in the Utility budget included:

- Replacement of the Aptos sewer pump station. This will allow the sewer system to run more efficiently in the area (\$160,000);

- Water servicing to the Rankin Subdivision area (\$1,000,000 contingent on funding from the New Build Canada Fund);
- Water metering (\$375,000 in both 2016 and 2017);
- And in the future there will be a replacement or upgrade of the waste water treatment plant.

In summary, we will be looking closely at our long term Utility needs in 2016 with a view to developing a long term financial plan. We will also be continuing to analyze expenses through the rate models to ensure that rates are equitable among our customers, sufficient to meet our long term needs, stable, fair and predictable for our customers.

Members of Council, ladies and gentlemen - that concludes the budget presentation. Thank you for your attention.

Mayor Dunphy took a moment to thank everyone for all their hard work on the budget.

b) Resolution FT003-2016 Adoption of the 2016 Operating Budget

Moved by Deputy Mayor Randy Cooper

Seconded by Councillor Keith MacLean

WHEREAS the Town of Stratford complies with Public Sector Accounting Board Guidelines which means that government transfers for the purchase of capital assets are recorded as revenue in the year of the purchase. This causes what appears to be a large budget surplus, but in actuality, the capital assets are depreciated over a period of time and we set our budget to ensure that there is sufficient cash flow to cover the principal payments on any borrowing for the capital assets.

BE IT RESOLVED that the 2016 Town of Stratford Operating Budget with revenue of \$6,808,400 and expenses of \$4,888,800 for a surplus of \$1,919,600 be approved in accordance with the attached revenue and expense tables:

Operating	Actual 2014	Budget 2015	Budget 2016
Property Tax	\$3,238,441	\$3,361,200	\$3,467,400
CUSA Grant	\$905,748	\$905,700	\$914,900
Salary Recovery	\$9,000	\$10,000	\$10,000
Rent Income	\$240,089	\$231,300	\$240,300
Police Fines	\$63,546	\$70,000	\$58,000
Fees and Permits	\$57,960	\$57,400	\$45,000
Interest Income	\$2,598	\$2,100	\$1,500
Recreation	\$64,006	\$70,500	\$79,300
Other	\$25,173	\$0	\$0
Total Revenue before Government Grants	\$4,606,562	\$4,708,200	\$4,816,400
Government Grants	\$1,070,368	\$917,000	\$1,992,000
Total Revenue	\$5,676,930	\$5,625,200	\$6,808,400

Operating	Actual 2014	Budget 2015	Budget 2016
General Government Expenses	\$2,037,026	\$2,163,100	\$2,214,000
Finance Expenses	\$533,344	\$559,900	\$529,300
Recreation Expenses	\$609,641	\$648,500	\$636,200
Infrastructure Expenses	\$650,842	\$656,900	\$681,800
Planning Expenses	\$306,494	\$300,400	\$316,500
Depreciation	\$576,503	\$511,000	\$511,000
Total Expenses	\$4,713,850	\$4,839,800	\$4,888,800

Total Surplus including Government Grants	\$963,080	\$785,400	\$1,919,600
Less: Government Grants	(\$1,070,368)	(\$917,000)	(\$1,992,000)
Add: Depreciation	\$576,503	\$511,000	\$511,000
Less: Principal payment	(\$350,421)	(\$355,100)	(\$406,000)
Total Cash Flow Surplus	\$118,794	\$24,300	\$32,600

BE IT FURTHER RESOLVED that the non-commercial municipal tax rate be set at \$0.44 per \$100 of assessment for 2016.

BE IT FURTHER RESOLVED that the commercial municipal tax rate be set at \$0.99 per \$100 of assessment for 2016.

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

Question: **CARRIED**

c) **Resolution FT004-2016 Adoption of the 2016 Capital Budget**

Moved by Deputy Mayor Randy Cooper

Seconded by Councillor Steve Ogden

BE IT RESOLVED that the attached 2016 Capital Budget be approved in the amount of \$2,528,900 less New Deal funding of \$1,558,900, less Canada 150 funding of \$42,700, less Provincial Infrastructure Funding of \$150,000, less TIE sidewalk/bike lane partnership of \$270,000, Skate Park Funding of \$200,000, NDCC- Municipal Strategic Component of \$62,500 for a net Town Capital Budget of \$244,800.

Capital	Budget 2015	Budget 2016	
Park Development	\$50,000	\$70,000	
Recreation Centre Equipment	\$13,000	\$8,000	
Recreation Capital Projects	\$34,000	\$8,000	
Sidewalk/Bike Path Construction	\$400,000	\$860,000	***
Trail Construction	\$200,000	\$104,000	
Canada 150 Projects	\$0	\$85,500	
Signage/Branding program	\$15,000	\$0	
Equipment Replacements/Additions	\$24,000	\$77,500	
Town Centre Capital Repairs/Additions	\$38,000	\$80,000	
Cotton Park Building Repairs/Additions	\$26,000	\$20,000	
Other Building/Grounds Repairs/Additions	\$10,000	\$0	
Public Art	\$12,000	\$12,000	
Computer Hardware	\$22,000	\$139,000	
Skateboard Park	\$150,000	\$350,000	***
Entry and Waterfront Landscaping	\$135,000	\$250,000	***
Diversity and Inclusion Fountain	\$5,500		
Transit	\$0	\$89,900	
Splash Park		\$100,000	
Traffic Calming/Signage	\$25,000		
Wellfield Park	\$225,000	\$275,000	
Paving	\$15,000		
Town Centre Generator	\$260,000		
Total Capital Expenses	\$1,659,500	\$2,528,900	
*** projects not completed in 2015 and re-budgeted in 2016.			

Capital Funding	Budget 2015	Budget 2016
New Deal Funding	\$1,145,000	\$1,558,900
Trans Canada Trail	\$100,000	\$0
Canada 150 Fund		\$42,700
Skatepark Fundraiser		\$200,000
TIE sidewalk/bikeline Partnership		\$270,000
Provincial Infrastructure Fund	\$150,000	\$150,000
NDCC-Municipal Strategic Component		\$62,500
Parkland Reserve	\$25,000	\$0
Total Capital Funding	\$1,420,000	\$2,284,100

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

d) Resolution FT005-2016 Adoption of 2016 Utility Operating Budget

Moved by Deputy Mayor Cooper

Seconded by Gail MacDonald

WHEREAS the Stratford Utility Corporation complies with Public Sector Accounting Board guidelines which mean that government transfers for the purchase of capital assets are recorded as revenue in the year of the purchase. This causes what appears to be a large budget surplus, but in actuality, the capital assets are depreciated over a period of time, and we set our budget to ensure that there is sufficient cash flow to cover the principal payments on any borrowing for the capital assets.

BE IT RESOLVED that the attached 2016 Stratford Utility Corporation operating budget with revenues of \$2,807,700 and expenses of \$2,016,400 for a surplus of \$791,300 be approved as follows:

Operating	Actual 2014	Budget 2015	Budget 2016
Unmetered Sales	\$1,649,743	\$1,668,400	\$1,812,300
Metered Sales	\$114,903	\$116,900	\$126,300
Frontage Charges	\$48,374	\$49,600	\$48,600
Penalty Charges/Late Fees	\$16,696	\$20,000	\$11,000
Connection Fees	\$2,860	\$2,500	\$2,500
Interest Income	\$3,283	\$100	\$1,500
Other Income	\$105	\$100	\$100
Donated Capital	\$381,261		
Total Revenue before Government Grants	\$2,217,226	\$1,857,600	\$2,002,300
Government Grants	\$1,165,343	\$805,400	\$805,400 ***
Total Revenue	\$3,382,569	\$2,663,000	\$2,807,700
*** projects not completed in 2015 and re-budgeted in 2016.			

Regular Monthly Council Meeting – March 9, 2016

Operating	Actual 2014	Budget 2015	Budget 2016
Salaries	\$381,674	\$420,900	\$433,700
Property Taxes	\$6,447	\$6,500	\$6,500
Interest & Service Charges	\$14,383	\$20,000	\$20,000
Interest on Long Term Debt	\$263,178	\$270,000	\$265,000
Workers Compensation	\$8,950	\$9,000	\$8,000
Honorariums	\$1,000	\$1,000	\$1,000
Electricity	\$180,156	\$155,000	\$159,000
Telephone	\$19,725	\$18,500	\$18,500
Snow Removal	\$5,695	\$6,500	\$7,700
Repairs & Maintenance	\$131,731	\$135,000	\$140,000
Office Expenses	\$9,712	\$11,800	\$12,400
Software Maintenance	\$13,075	\$19,300	\$19,300
Postage	\$11,431	\$14,000	\$14,800
Summer Maintenance - Grass	\$2,054	\$3,500	\$5,000
Professional Fees	\$17,191	\$14,000	\$14,000
Consulting	\$32,672	\$80,000	\$60,000
Rentals - Office	\$22,700	\$22,700	\$22,700
Rentals - maintenance bldg., tractor	\$14,600	\$14,600	\$14,600
Meetings & Travel	\$9,585	\$10,000	\$10,000
Dues & Fees	\$1,081	\$2,200	\$2,200
Insurance	\$12,800	\$15,000	\$13,000
Tools & Equipment	\$2,233	\$8,000	\$8,000
Vehicle	\$18,720	\$18,000	\$18,000
Tree Planting/Water Conservation	\$13,506	\$18,000	\$18,000
Miscellaneous	\$16	\$0	\$0
Contingency		\$5,000	\$5,000
Depreciation	\$752,726	\$720,000	\$720,000
Total Expenses	\$1,947,040	\$2,018,500	\$2,016,400

Total Surplus including Government Grants	\$1,435,528	\$644,500	\$791,300
Less: Government Grants	(\$1,165,343)	(\$805,400)	(\$805,400)
Add: Depreciation	\$752,726	\$720,000	\$720,000
Less: Principal payment	(\$497,796)	(\$555,000)	(\$555,000)
Total Cash Flow Surplus	\$525,115	\$4,100	\$150,900

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

e) Resolution FT006-2016 – Adoption of the 2016 Utility Capital Budget

Moved by Deputy Mayor Cooper
Seconded by Councillor Keith MacLean

BE IT RESOLVED that the attached 2016 Stratford Utility Corporation Capital Budget be approved with total capital expenditures of \$1,695,000 less NDCC-Municipal Strategic Component of \$80,000 and Build Canada funding of \$666,700 for a net capital expenditure of \$948,300.

Capital	Budget 2015	Budget 2016	
Misc Capital Items	\$10,000	\$100,000	
Replacement Aptos Pumping Station	\$160,000	\$160,000	***
Water and Sewer Extensions	\$1,650,000	\$1,000,000	***
Treatment Plant Upgrade	\$50,000		
Small Equipment Purchases	\$31,000		
SCADA System upgrades.	\$35,000		
Metering		\$375,000	
New Utility Truck		\$60,000	
Total Capital Expenses	\$1,936,000	\$1,695,000	
Capital Funding	Budget 2015	Budget 2016	
Build Canada Funding	\$666,700	\$666,700	***
NDCC- Municipal Strategic Component		\$80,000	***
New Deal Funding	\$327,000		
Total Capital Funding	\$993,700	\$746,700	
Net Capital Expenditure	\$942,300	\$948,300	
*** projects not completed in 2015 and re-budgeted in 2016.			

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

f) Resolution FT007-2016 – Approval of the 2016 Utility Tariff

Moved by Deputy Mayor Cooper
Seconded by Councillor Steve Ogden

WHEREAS a comprehensive review of water and sewer expenses, as well as a projected 5 year capital plan was completed in 2015; and

WHEREAS these projections were analyzed through utility rate models to determine the rates for the water and sewer rate payers.

BE IT RESOLVED that the attached Stratford Utility tariff for 2016, which incorporates the following, be approved as follows:

- The water for a single family dwelling (SFD) will go from \$61.25 to \$68.25 per quarter as of July 2016
- The sewer for a single family dwelling (SFD) will go from \$76.25 to \$82.25 per quarter as of July 2016
- The consumption charge for metered water will go from \$0.381 to \$0.805 per cubic metre; and
- The consumption charge for metered sewer will go from \$0.423 to \$0.9706.

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

Question: **CARRIED**

13. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Included in the package for Council to review. In the absence of the chair Councillor Ogden gave an overview of the report. He noted that the committee met on February 29, 2016 and the minutes of the meeting are included in the agenda package.

Councillor MacLean noted that one of the permits was for the demolition of the brick house and he was surprised to drive by the site and see that the building was demolished. He noted that he knew it wasn't a provincial heritage building, but it was one of the properties we had on our website as a heritage building. Councillor MacLean noted that he would have liked to have been informed that this was taking place. Council should have some kind of notice when a building is going to be demolished. He added that he did check the bylaw and it noted a 120 day holding period.

Patrick stated that the bylaw doesn't require a public notice for a demolition permit, but as Councillor MacLean noted, it does have 120 day holding period. In terms of what happened in this case is that it was brought forward and it was considered by the Heritage Sub-Committee. In this case, the developer/landowner provided some numbers which showed a very substantial cost to restore the building (Mutch property) and this satisfied the Heritage Sub-Committee. It is not something we had the ability to require under our legislation, but they did an assessment and brought it forward.

Patrick stated that when the demolition did occur, staff was on site and retained 1200 bricks - based on the recreation department's request to be used for an art project. It was a lot of work, but it was done on site the day the building came down.

Councillor Ogden stated that we are doing a development bylaw and heritage review, and as part of the bylaw review he would suggest that this is an area that should be addressed so we have some 'teeth' in our heritage bylaw.

The Heritage Committee has remained active with the Heritage Week Event where the Town's acquisition of the original deed (lot 48) was displayed. The annual heritage recognition award was presented to Colin and Sandy McMillan and featured a presentation by Aubrey Bell of Gallery 18.

Permit Summary

The permit summary was included in the package for Council to review. Councillor Ogden noted that the number of permits is up marginally.

b) Resolution PH004-2016 – Marshall MacPherson – 36 Unit Condominium Development – Shakespeare Drive

Moved by "Councillor Steve Ogden

Seconded by Councillor Keith MacLean

WHEREAS Resolution No. PH011-15 denied permission to develop 36 residential apartment style condo units on lot 15-2 (approx. 1.67 acres in total) located on parcel number 882084 within the TCMU Zone on December 9, 2015; and

WHEREAS a new concept plan has been received from Marshall MacPherson to develop 36 residential apartment style condo units on lot 15-2 that has addressed the concerns identified by Council relating to stormwater management, landscaping and driveway access; and

WHEREAS the development will consist of three 12 Unit, 3 storey buildings on lot 15-2 (approx. 1.67 acres) and a condominium corporation will be created on the proposed lot; and

WHEREAS all buildings will be fully serviced by municipal sewer and municipal water. Also all stormwater runoff within the development must be designed by a professional engineer and approved by both the Town and Department of Transportation, Infrastructure & Energy; and

WHEREAS the concept plan has been reviewed by planning department staff and revisions have been made to ensure the required core area development design guidelines

are complied with. Attention has been given to building placement, parking lot layouts, pedestrian linkages, open space, exterior lighting and landscaping features; and

WHEREAS each apartment building includes 12 units. The total built area of each building is 14,330 ft² which includes a basement of 1375 ft², a main floor of 4415 ft², and a 2nd and 3rd floor of 4270 ft² each.

BE IT RESOLVED that approval be granted to a concept plan received from Marshall MacPherson to develop 36 residential apartment style condominium units on lot 15-2 (approx. 1.67 acres) located on parcel number 882084 on Shakespeare Drive within the TCMU Zone subject to the following conditions:

1. Conformance with the proposed concept plan as well as all relevant Bylaw provisions.
2. Final subdivision approval must be obtained for lot 15-2 prior to any building permits being issued.
3. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
4. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIR.
5. All other relevant provisions of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw are met.

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

Councillor Ogden stated that this is the application that was previously appealed through IRAC and cautioned Council that if they plan to vote against the resolution, to please state the reasons for doing so, as this is something that IRAC will require.

Councillor MacLean stated that he had one question on the landscaping. When it says they will follow the guidelines of the plan - what do we do in a situation if they do not do everything they say they will, and Patrick replied that they do not receive final subdivision approval until they have addressed all the concerns to the satisfaction of our development officer Kevin Reynolds. There is an option in a development agreement that assures a certain level of maintenance and it becomes a requirement, a legal agreement between the Town and the developer. A Development

Agreement seems to be the most effective tool to deal with these challenges.

Mayor Dunphy asked if there was anything to review before he called for the vote. Patrick noted that all the information is included in the agenda package and it is the same overall application; but with the noted changes: the landscaping elements that were discussed, as well as the driveway access and stormwater management plan. Based on the technical advice we received from the province, we are satisfied, as is the province that they are sufficient.

Councillor MacLean stated that he still has concerns regarding the stormwater management plan. We may eventually have to put up a holding pond. However, the way the bylaw is written, he will be supporting it. This is something we have to deal with moving forward. We can't go back and change what is in place. Councillor MacLean also believes they have done everything with the present plan to satisfy what they had to do. He added that the only thing to do is make changes going forward and reiterated that he will support the resolution.

Councillor MacDonald stated that she still had a concern of at least 36 and possibly 72 vehicles exiting the parking lot. She noted that she still hadn't seen a document. Patrick apologized noting that it should have been circulated in the agenda package. He stated that it was a one line email from the province that indicated there was no concern related to access. They also reiterated comments made at the time of subdivision that this was all planned for, and they had planned for that level of density – actually a little higher. Patrick also noted that from an engineering perspective there was no concern with the curve. Councillor MacDonald thanked Patrick for his explanation.

Mayor Dunphy stated that he may not get to vote, but he still has concerns regarding the stormwater management plan – specifically the elevation of the property and where that water is going to flow. We have existing residents in Stratford who were neighbours to an apartment complex on Dale Drive and they have been negatively impacted, and he wants to be 100% sure that it does not happen here. Mayor Dunphy stated that this was a major concern of his in December and it is a major concern now. Deputy Mayor Cooper echoed Mayor Dunphy's comments noting that we have been dealing with stormwater concerns in a couple of areas in the Town, but certainly one not far from the Town Hall. It has taken

considerable time, and has been in front of Council for more than two years. Deputy Mayor Cooper stated that his comments are the same as before – his concern is the stormwater management plan. He added that he knows the gentleman personally who is proposing the project and he has done some tremendous work within the Town. A couple of his projects in terms of the layout Deputy Mayor Clow would not necessarily agree with, but he wasn't on Council at the time to bring the concerns forward, or maybe get justification on why things happened the way that they did. There is not a doubt that the buildings would be constructed professionally, and likely aesthetically pleasing and visually it looks pretty good in the renderings.

Deputy Mayor Cooper noted that our last two or three surveys indicated that our residents would not be in full support of a project like this taking place in this location. He noted that there are a lot of areas in the Town that could use this type of development and he would personally, although it is only a personal comment, see the area as being more of a commercial zone even though it is TCMU. That is the type of development that would be more cohesive within the area. We only have so much control over what takes place when projects come forward, and if we are going to be spending time and money to go out and get information from our residents – that information needs to be passed along. Deputy Mayor Cooper stated that he didn't support the development from the beginning and he still has concerns about the stormwater management. Can they make it work – certainly if they do things right. But there are a couple very close to here that are messed up already and it is going to be hard to get those back, so unless the province who approves these storm water management plans does a better job of what the expectations are from engineers and developers, we could create another situation down the road. I hope we don't, but it is certainly possible.

Councillor Ogden stated that this stormwater management plan was approved by the province and stamped by a professional engineer and it complies with the zoning as it exists now for that piece of property. He would suggest if we are going to approve development within the Town, we should make sure we follow the law as it is, and look at changing it before reacting to a proposal from a very good developer who has a good track record within the Town. This is much needed in the Town for employment and for development and it complies with all the bylaws, as well as being recommended by the planning board – which includes residents of our Town. We do have a core area plan that indicates that we

need density for the long term sustainability of our sewer and water infrastructure. Councillor Ogden suggested if we were going to change the zoning for this parcel, we should have done it before hand. If we are going to follow the law we have to approve this application and he will be supporting it.

For clarification, Mayor Dunphy asked if we have the detailed stormwater management plan completed by the province and approved by the Town, and Patrick replied that we do for this site and it is included in the agenda package. Mayor Dunphy stated that it is for this parcel and Patrick replied that is correct. Patrick asked Mayor Dunphy if he meant the larger area and Mayor Dunphy replied where the water flows and Patrick noted that the provincial representative Orooba is working on it and that relates to the subdivision application. It will be a requirement that all things be addressed. Most of it relates to the climate change issue and they are not expecting to question the engineering numbers – except for those that may relate to climate change. Essentially, that will have to happen before final subdivision approval. He added that the province will get it to us as soon as it is prepared.

Mayor Dunphy asked if we are voting on subdivision here today and Patrick replied no, as noted at previous meetings there is a concurrent subdivision approval held by the current land owner, and it is not going to be approved if the development itself cannot go ahead.

To confirm, Mayor Dunphy stated that the stormwater management plan that the provincial representative (Orooba) is working on is not complete yet – is that correct - and Patrick replied what she is working on is for the entire watershed and it is only to adjust the numbers based on the entire agreement of the whole watershed. Patrick stated that we do not expect any issue that would relate to this particular site. If there is, the province is compelled to bring that forward.

Mayor Dunphy asked about the case of the Dale Drive development – would the province have approved that and Patrick replied that he was not working for the Town at that time, but he does understand that there were actual construction related provincial investments that did not occur along the Trans Canada Highway (TCH) that led to the Dale Drive stormwater management issues. He noted that it essentially caused a problem that needs to be addressed by the province. Patrick stated that this is what he was told from a technical perspective.

Deputy Mayor Cooper noted that this is what we are talking about when it comes to stormwater management. He added that he does agree with Councillor Ogden that management plans need to be drawn up by qualified individuals, stamped and approved. However, what Deputy Mayor Cooper referred to is subdivision approval that was granted preliminary approval and is still being held up because of the stormwater management plan. That is the concern we have when we start talking about a stormwater management plan, and the Dale Drive subdivision is a constant issue. The province hasn't fixed it and they stamped the drawings. Deputy Mayor Cooper feels that we cannot just assume that the province is going to do a good job.

Deputy Mayor Cooper feels that there will be issues with this development very soon; if not prior to completion, it will be very soon after if some work is not done. He added that this is perceived by him as he does not have actual documents to say that is what is going to take place. Patrick clarified the difference between an investment of stormwater management and stormwater management planning, and he feels that it is an important point to understand. He added that no one ever indicated to him that there was an error in the stormwater management planning regarding Dale Drive. Patrick stated that as he understands it, the stormwater management plan has been held up from discussions on the Mason Road/Dale Drive intersection. According to the province they are waiting to get through that process before they make any investment in the stormwater.

A lengthy discussion continued on the Dale Drive issue and the impact it had on residents.

Mayor Dunphy stated that the issue he has with this particular development is based on history not very far from this proposed development – Dale Drive, and that was done recently. We had a stormwater management plan in the Town at the time and it had a very negative impact on a lot of people in the area. The number one issue of the Smallwood property development was stormwater. At this time Patrick did note that it is the same watershed. Mayor Dunphy stated that we have raised these concerns about this particular project and this is not the first time these concerns have been voiced. Mayor Dunphy stated that in his opinion, the stormwater issues have not been sufficiently addressed. He added that if he has to vote, he will not support it because of the stormwater management issue. He noted that at some point he personally

feels that someone has to make a decision that we get better information from the province, to insure that this project and any future development in the area does not negatively impact any neighbours.

Councillor MacLean stated that we have had a lot of discussion on past development, and as Councillor Ogden stated, we should follow the bylaw. There are reasons people can appeal these decisions because if a contractor or developer follows the bylaw the way it is written a Council cannot vote against it. If you do, there are a lot of case studies saying that Council will get turned down and the reason is not always because you don't like a certain development. Prejudice can also come into a Councillor's decision. There is a regulation and you have to follow it. Councillor MacLean noted that he also has concerns about the stormwater management plan, but added that we do not have the ability or an engineer here to deny it. Councillor MacLean believes it is a risk not to vote in favour of the development.

Question: **DENIED (2 Against – Deputy Mayor Cooper and Gail MacDonald)
Mayor Dunphy broke the tie with a nay vote.**

14. COMMITTEE OF THE WHOLE

Nil

15. SAFETY SERVICES

a) Report

Included in the package. Councillor Ogden gave a brief overview of the report noting that the committee is looking at a number of street light requests.

b) Street Light Report

No Report

c) RCMP Report

The RCMP Report for the month of February was included in the meeting package for Council to review. Councillor Ogden stated that it is interesting to note that when the RCMP put up check stops at five different locations around the Town, they were only counting them as one.

Councillor Ogden noted that the RCMP is actively looking for someone who is doing break-ins in the Town. They don't know at this point if it is just one person. We did make a request that an RCMP officer attend Council meetings; however there was a wake this evening that the officers had to attend.

Councillor Ogden noted that the Citizen's on Patrol (COP) is going quite well and there are now up to 20 members who are willing to give up their time to be the 'eyes' and 'ears' to help the RCMP.

d) Humane Society Report

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

e) Transit Report

The Transit Report for the month of February was included in the meeting package for Council to review and the numbers are up and they continue to rise.

f) Fire Company

It was noted that 75% of the calls received are from Stratford.

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 the committee is doing some work to get ready for the cosmetic pesticide bylaw. We hope to have a meeting with the lawn care applicators to review the bylaw with them.

Our 'support local' initiative is moving forward. A consultant is leading the initiative and should be getting back to the committee with a plan in about a month.

The RFP for the realtor to sell lots in the business park was awarded to Provincial Real Estate. Our CAO met with the group just last week, so there is no update at this time.

One thing that was mentioned in our budget was the development of an energy plan in 2016. The goal would be to have more energy efficient homes, and create less carbon emissions into our environment.

It was noted the Diversity and Inclusion committee also met, and they are preparing for the 'International Day for the Elimination of Racial Discrimination' event being held on March 21, 2016 at the Stratford Town Centre.

Councillor Ogden asked about the business listing that had been mentioned at a previous meeting. He had requested a listing of Town businesses that could be made available to residents through the newsletter and on the website. Wendy stated that we are waiting to hear back from the consultant's report because we didn't want to jump ahead of their plan.

Mayor Dunphy reminded everyone that there will be a dandelion festival in May for anyone who wishes to pre-plan.

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. He stated that the resident survey was completed this week and the numbers are down slightly this year. It was noted that the pesticide issue last year probably drove the number up. The consultant will now review the results and compile a report.

Other items discussed were support local, traffic safety and naturally Stratford. Councillor MacLean noted that we are currently looking for volunteers for the traffic safety 'pace car program.'

It was noted that social media is trending up considerably and that is great news. We have taken down Strat Chat officially and we are working on a better program to replace it.

Councillor MacLean noted that the Accountability and Engagement Committee has changed their meeting start time from 5:15 p.m. to 5:00 p.m. to allow a committee member to leave in time to attend another meeting.

18. HUMAN RESOURCES

a) No Report

19. OTHER COMMITTEES

a) Stratford Seniors Complex

Councillor MacDonald did note that there will be a vacancy at the complex on April 1 and that will be filled from our waiting list.

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Nil

22. ADJOURNMENT

There being no further business, the meeting adjourned at 9:45 p.m.

Mayor David Dunphy

Jeremy Crosby, Acting CAO