

REGULAR MONTHLY COUNCIL MEETING

April 8, 2009

Approved Minutes

DATE: April 8, 2009
TIME: 7:30 p.m. - 8:20 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

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

REGRETS: Nil

CHAIR: Mayor Kevin Jenkins

1. **CALL TO ORDER**

Mayor Kevin Jenkins called the April 8, 2009, Regular Monthly Council Meeting to order at 7:30 p.m. and welcomed those in attendance.

2. **APPROVAL OF AGENDA**

It was moved by Councillor Emile Gallant and seconded by Councillor Gary Clow that the agenda be approved with the following additions:

10 b. SUC 006-2009 - Loan Approval

10 c. SUC 007-2009 - Building Canada Fund - Communities Component Application for sewer and water projects identified for servicing in 2009 through 2011.

Discussion: None

Question: **CARRIED**

3. **MINUTES**

It was moved by Councillor Emile Gallant and seconded by Councillor Steve MacDonald that the Regular Monthly Meeting Minutes of March 11, 2009 and the Special Council Meeting Minutes of March 25, 2009 be approved as circulated.

Discussion: None

Question: **CARRIED**

4. **PRESENTATIONS**

Nil

5. **CARI REPORT**

Ron Fisher, Director of Recreation noted that CARI did not hold a meeting last month.

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 has attended a number of FPEIM meetings during the month of March.

8. CHIEF ADMINISTRATIVE OFFICER

Included in the meeting package for Council to review. Robert gave a brief overview of his report noting that he has spent a lot of time researching and drafting the Town's submission to the Land Use and Local Governance Commission.

Mayor Jenkins stated that they had a very productive meeting with the Commissioner on 'Land Use' last week. Robert added that he has received a number of phone calls and correspondence from the Commissioner following the meeting with the Mayor.

9. PUBLIC WORKS**a) Report**

Councillor Griffin noted that the committee did not hold a meeting in March. The next Public Works and Property Committee meeting will be held on April 30.

Mayor Jenkins reported that a meeting was held earlier this evening with a resident regarding an issue on snow removal and sidewalks. He noted that he would like to meet with Councillor Griffin on this matter at a later date.

10. STRATFORD UTILITY CORPORATION**a) Report**

A complete written report was included in the package for Council to review. Deputy Mayor McMillan stated that the focus of the last meeting was to create a priority list for sewer and water projects. She noted that Jeremy has done a lot of work to bring together a comprehensive list based on existing data that was provided by the province regarding contamination issues of water wells, as well as information on lot viability from Kelly Gallaway's earlier report. Deputy Mayor McMillan also noted that staff has been very busy writing applications for these projects.

b) Financial Statements

Included in the agenda package for Council to review.

c) SUC006-2009 Loan Approval

Moved by Councillor Sandy McMillan
Seconded by Councillor Emile Gallant

WHEREAS a loan is required to cover the capital projects of 2008 in the amount of \$505,953.37; and

WHEREAS the amount of the capital loan requested is \$505,953.37; and

WHEREAS we are requesting proposals from the following financial institutions:

- National Bank
- Bank of Montreal
- Metro Credit Union
- CIBC
- Dunne Consulting
- Royal Bank
- Scotia Bank
- TD Bank

BE IT RESOLVED that the tender for the loan with an amortization of 20 years be awarded to the lowest bidder with the best combination of rates and term which was a 10 year term from the Royal Bank at a rate of 4.87%.

Discussion: Deputy Mayor McMillan noted that committee members did not discuss this resolution at a regular meeting, but they were polled by e-mail and phone, and are in support of this resolution.

Councillor Gallant asked if this resolution is relating to capital projects such as buying trucks, etc., and Kim replied that this is the Utility's one-third portion for infrastructure projects.

Question: **CARRIED**

d) SUC007-2009 Building Canada Fund - Communities Component Application for Sewer and Water Projects Identified for Servicing in 2009 through 2011

Moved by Councillor Sandy McMillan

Seconded by Councillor Emile Gallant

WHEREAS the projects and budget estimates outlined in the following table have been selected for servicing in 2009 through 2012 under the Building Canada Fund - Communities Component (BCFCC);

Priority	Project Description	Cost
1	Georgetown Rd (Stratford Rd to MacNeill) (Water)	\$251,000
2	Rankin (Water)	\$800,000

3	Lantz Subdivision(Water and Sewer)	\$965,000
4	New Well Field (Water)	\$2,600,000
5	Rosebank Heights/Quiet Water Drive (Sewer and Water)	\$460,000
6	Keppoch Estates/Harbour Hill (Sewer)	\$1,106,000
7	Slow Acres (Sewer)	\$530,000
8	Bellevue Road/Georgetown Road South (Sewer)	\$510,000
9	Pumping Station Upgrades (Corrish)/Cove Road (Sewer)	\$350,000
10	Bellevue Cove Estates (Sewer)	\$815,000
11	Glencove/Rogerson Subdivision (Water)	\$511,000
12	Trans Canada Highway (Sewer)	\$896,000
13	Langley Septic Area (Sewer)	\$330,000
14	Keppoch Heights (Sewer)	\$254,000
15	Kennedy Road, lower Georgetown Road and Keppoch Rd to Town Limit	\$845,000

BE IT RESOLVED that the Stratford Utility Corporation apply to the BCFCC program in the amount of \$11,223,000.00 to complete the above projects in 2009 through 2012.

BE IT FURTHER RESOLVED that these projects be designated as priorities 1 through 15 as outlined in the above table of the BCFCC projects applied for under the most recent call for applications closing April 14, 2009. In addition, Council understands and commits that it will be responsible for its' designated share of the eligible costs of the project, and will assume responsibility for any and all operating and maintenance costs resulting from the project.

Discussion: Deputy Mayor McMillan noted that this resolution bears the recommendation of the Stratford Utility Corporation.

Councillor Ross stated that this resolution looks similar to the resolution passed at the Special Council Meeting and asked how it differs from the previous one. Jeremy explained that there was an issue with the two previous projects through the Build Canada Fund and a new application had to be submitted for Lantz Subdivision sewer and Rankin water, so a new resolution had to be drafted.

Mayor Jenkins then asked if these costs are the full project costs and our share will be one-third of those costs and CAO replied yes, and also noted that there is one other change - Lantz water and sewer are now combined as one project.

Question: CARRIED

11. RECREATION REPORT**a) Report**

A complete written report was included in the package for Council to review. Councillor MacDonald gave a brief overview of the report noting that an application has been submitted to the federal and provincial governments for summer staff funding.

Councillor MacDonald noted that the registration dates have been set for summer baseball and soccer programs.

Ron then reported on the list of events that will be held in Stratford for the next year.

b) Resolution RC001-2009, Parks, Playing Fields and Facilities Use Policy

Moved by Councillor Steve MacDonald

Seconded by Councillor Gary Clow

WHEREAS the Town of Stratford owns and operates parks, playing fields and facilities which are available to the public for their use; and

WHEREAS groups and individuals who want to use parks, playing fields and facilities, must make application and obtain permission in accordance with policy; and

WHEREAS groups and individuals are classified as user group - priority; user group - non priority; and non user group; and

WHEREAS user group - priority represents service clubs based in the Town of Stratford; user group - non priority represents service clubs not based in the Town of Stratford; and, non user group which represents a body or person who is any other group or person not included in the user group categories; and

WHEREAS the rates for the rental of Town facilities have not changed and it is desirable to increase the rental rates for non - user groups and individuals by 10% effective May 01, 2009.

BE IT RESOLVED that the attached policy, the Parks, Playing Fields and Facilities Use Policy, Policy #RC001-2009 be hereby approved to give effect to the desired rental rate increase of 10% for non - user groups and individuals by 10% effective May 01, 2009.

Discussion: Councillor MacDonald stated that this resolution bears the recommendation of the Stratford Recreation Commission.

Councillor Ross noted that if a Town resident wants to rent one of the facilities, it is proposed that they will pay a 10% increase and Councillor MacDonald replied that is correct.

Councillor Ross also noted that we would be looking at the fees from all departments and is wondering if this should go to Committee of the Whole for discussion first.

Ron reported that on a full calendar year this 10% increase would increase revenue by \$1,000. The CAO stated that it was his understanding that during the budget process Council wanted to increase the fees because we are in a very tight budget year. With this understanding he requested that the managers review their fee schedules with their specific committee. Robert added that the Planning Board had rejected the proposed increase that staff put before them, so it was forwarded to the Committee of the Whole for direction.

Mayor Jenkins stated that ideally, in the future, all things will be considered when the budget is discussed. In the future we will ask all Committees to review their rates and provide us with input at budget times, so all fees can be considered by the Committee of the Whole, and by the budget committee when we develop the 2010 budget.

Councillor Ross then asked if this 10% increase will be paid by Town residents and out of Town residents and Ron replied that the fee would be increased for everyone. Councillor Ross stated that he thinks we should look at giving our residents a break on fees for facilities, as well as for recreation programs. We should look at offering a subsidy to our residents, as the residents of Stratford are paying taxes.

Councillor MacDonald reported that this issue was discussed in previous years and it was felt that the cost of administering the charges would end up costing taxpayers more that it would save them. Mayor Jenkins noted that this will be discussed again during the budget procedure for 2010.

Question: **CARRIED (5 For)** - Deputy Mayor Sandy McMillan, Councillor Steve MacDonald, Councillor Gary Clow, Councillor Diane Griffin, Councillor Emile Gallant
(1 Against) - Councillor Patrick Ross

12. FINANCE & ADMINISTRATION**a) Report**

A complete written report was included in the package for Council to review. Councillor Ross gave a brief overview of the report noting that the *Computer Network Use Policy* has been approved by the Finance Committee and is now following the sustainability decision making framework process. Once that has been completed it will come to Council as a resolution. It was also noted that the Town's auditors are still working on the financial statements.

b) Financial Statements

Included in the package for Council to review. Mayor Jenkins questions the term rates noting that there is quite a difference in rates between the Town and Utility. Councillor Ross replied that the Utility rate was for 10 years and the Town rate was for 5 yrs.

13. PLANNING & HERITAGE**a) Report**

Councillor Clow noted that a meeting was held on Monday, April 6, and as a result there are no minutes for this meeting. Councillor Clow also noted that Councillor Ross attended the April 6 meeting to discuss some issues and concerns on swimming pools in Stratford. Councillor Ross provided information from Sick Kids Canada on pool regulations. A good discussion was held at the meeting and planning staff is now reviewing regulations from other communities and will check with insurance companies on their rules and regulations. It was also noted that the Director of Planning gave an overview of the strategic plan.

b) March 2009 Permit Summary

Included in agenda package.

c) Resolution PH010 -2009, Amendment to Fee Schedule

Moved by Councillor Gary Clow

Seconded by Councillor Emile Gallant

WHEREAS Council requested the Planning Department to review the current Development Permit Fee Schedule and increase residential permits fees by 10%.

BE IT RESOLVED that Council grant approval to the Development Permit Fee Schedule - Schedule "C" of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw as amended and as listed below:

SCHEDULE C: Development Permit Fee Schedule

RESIDENTIAL	Current Rates	New (recommended) Rates
New/Additions/Renovations	\$ 0.10/ft ²	\$ 0.11/ft ² (Min. \$25.00)
Accessory Buildings or Structures	\$ 0.10/ft ²	\$ 0.11/ft ² (Min. \$25.00)
Decks/Pools/Fences	\$20.00	\$25.00
Renewal	\$20.00	\$25.00
AGRICULTURAL		
New/Renovations/Additions	\$ 0.10/ft ² (\$20.00 min.)	\$ 0.11/ft ² (Min. \$25.00)
COMMERCIAL-INDUSTRIAL-INSTITUTIONAL- RECREATION		
New/Renovations/Additions	\$3.00/\$1,000 estimated cost (\$100.00 min)	\$3.00/\$1,000 estimated cost (Min. \$100.00)
SMALL WIND ENERGY SYSTEMS		
Micro 0 - 5 KW	\$50.00	\$50.00
Small 5 - 30 KW	\$200.00 (Registry / Agreement Fee)	\$200.00 (Registry / Agreement Fee)
Medium 30 - 100 KW	\$300.00 (Registry / Agreement Fee)	\$300.00 (Registry / Agreement Fee)
SUBDIVISION		
Major (six or more lots)	\$250.00 plus \$20.00 per lot	\$250.00 plus \$20.00 per lot
Minor (five or less lots)	\$250.00	\$250.00
Severance or Consolidation	\$50.00	\$50.00
Subdividing of Attached Buildings/Duplex Lot	\$250.00	\$250.00
GENERAL		
Non-profit organizations	\$100.00 (Max. Fee)	\$100.00 (Max. Fee)
Change of Use	\$50.00	Actual Cost (Min. \$50.00)
Moving or Demolition	\$20.00	\$20.00
Agreements (In-law/Cottage/Home Occupation)	\$50.00	\$150.00 (Includes registration)
Agreements (Development/Subdivision)	\$50.00	\$150.00 (Includes registration)
Temporary Buildings/Structures/Signage	\$50.00	\$50.00
Fence (over four(4) feet in height)	\$20.00	\$25.00
Legal Zoning Inquiries	--	\$50.00
OFFICIAL PLAN AND/OR DEVELOPMENT BYLAW		
Official Plan Amendment	\$300.00	\$300.00

Zoning amendment	\$300.00	\$300.00
Conditional Use	\$200.00	\$100.00
Special Permit Use	--	\$300.00
Variance - Minor (not exceeding 10%)	\$50.00	\$50.00 (after the fact \$300.00)
- Major (exceeding 10%)	\$150.00	\$300.00
Comprehensive Development Plan Approval	\$300.00	\$300.00
PENALTIES		
Permit obtained after-the-fact	Double	Double
Compliance Order	\$100.00	\$100.00
Uncover Order	\$100.00	\$100.00
Stop Work Order	\$250.00	\$250.00
Repair/Demolition Order	\$250.00	\$250.00
PERMIT FEE DEPOSITS / REFUNDS		
A \$75.00 non-refundable deposit is required for a Development Permit. This deposit shall be applied as a credit towards the Development Permit Fee. Development Permit fees that are less than \$75.00 must be paid at the time of application and are non-refundable.		

Discussion: Councillor Clow noted that this resolution does not bear the recommendation of the Planning & Heritage Committee. Councillor Gallant stated that he did not think Council had asked for a specific percentage increase on the fees. The CAO replied that at the Committee of the Whole meeting Council asked that the development fees be increased by 10%. Councillor Gallant asked what the financial increase will be and Vahid replied that it will increase revenue by approximately \$5,000.00.

Question: **CARRIED**

d. Resolution PH011-09, Variance Request VA001-09, Don Smith for a Front Yard Variance

Moved by Councillor Gary Clow

Seconded by Councillor Sandy McMillan

WHEREAS application has been received from Mr. Don Smith for a front yard variance to parcel number 299115, located at 26 Waterview Road to allow for the construction of a new cottage to be in line with the existing cottages along the Waterview Road; and

WHEREAS the front yard variance request is for 25 feet (or 50%) to the minimum front yard setback requirement of 50 feet for a single family dwelling located within the Single Family Residential Large Zone (R1L). The applicant, therefore, is seeking a variance to the front yard setback **from 50 feet to 25 feet**; and

WHEREAS Council may authorize variances in excess of ten (10%) percent from the provisions of the Bylaw, if Council deems such a variance is desirable and appropriate and if such a variance is in keeping with the general intent and purpose of the Bylaw. Because this application will bring the new cottage inline with existing cottages already constructed along Waterview Road, it is felt that this does indeed keep within the general intent and purpose of the Bylaw; and

WHEREAS on March 19, 2009 twelve (12) letters were sent to property owners within 200 feet of the subject property to solicit their comments on the front yard variance request and no negative comments have been received.

BE IT RESOLVED that approval be granted to an application from Mr. Don Smith for a front yard variance of 25 feet (or 50%) to parcel number 299115, located at 26 Waterview Road to allow for the construction of a new cottage to be in line with the existing cottages along the Waterview Road.

Discussion: Councillor Clow noted that this Resolution bears the recommendation of the Planning & Heritage Committee. Vahid gave a detailed explanation on the location and variance request.

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

a) Nil

15. SAFETY SERVICES AND ENVIRONMENT

a) **Report**

A complete written report was included in the package for Council to review. Councillor Gallant gave an overview of his report noting that a representative from Trius Tours attended the last meeting and discussed how they will promote the transit system, the routes, and the shelters. It was noted that the bus shelters have arrived and are stored in the maintenance building. These shelters will be installed in the near future.

Councillor Gallant noted that Staff Sgt. Murphy will be attending the next Safety Services and Environment committee meeting. Councillor Gallant noted that one of the concerns he has is that listed in the Summary of Complaints form under Criminal Code Traffic - Impaired Driving, fines are up 50%.

Mayor Jenkins asked for an update on the Nuisance Bylaw and Councillor Gallant replied that the committee is still working on the Bylaw. The CAO has prepared a report and hopefully we will bring it to a Committee of the Whole meeting in the near future.

Councillor Clow asked for an update on the Citizens on Parol group and Councillor Gallant replied that they are meeting on a monthly basis and are looking for new recruits. He added that they will be doing some promotions in the Town's newsletter.

Councillor Ross asked about advertising for the transit busses. Is there a plan or estimated time when Trius will start the promotions and Councillor Gallant replied that Trius is having some small and large signs made and they will be distributed throughout the Town - at bus shelters and local businesses.

b) Street Light Report

Nil

c) RCMP Report

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

d) Humane Society Report

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

e) Transit Report

Nil

16. ECONOMIC DEVELOPMENT COMMITTEE

a) Report

No Report

17. HUMAN RESOURCE COMMITTEE

- a) No Report

18. OTHER COMMITTEES

a) **Stratford Seniors Complex**

Councillor MacDonald noted that they are still working at getting the boiler installed at the Seniors Complex. It was also noted that Bobby Dunn from Trius Tours will be meeting with the seniors in the near future to discuss the transit system.

19. PROCLAMATION

Nil

20. OTHER BUSINESS

- a) Nil

21. ADJOURNMENT

There being no further business, the monthly Council meeting adjourned at 8:20 p.m.

Kevin Jenkins, Mayor

Robert Hughes, CAO