REGULAR MONTHLY COUNCIL MEETING
February 11, 2009
Approved Minutes

DATE: February 11, 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; Ron Fisher, Recreation Director and Adele Gillis, Recording Clerk

REGRETS: Vahid Ghomoshchi, Town Planner

CHAIR: Mayor Kevin Jenkins

1. CALL TO ORDER
Mayor Kevin Jenkins called the February 11, 2008, 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 Steve MacDonald that the agenda be approved as circulated.

Discussion: None
Question: **CARRIED**

3. MINUTES
It was moved by Councillor Emile Gallant and seconded by Councillor Patrick Ross that the Regular Monthly Meeting Minutes of January 14, 2009 be approved as circulated.

Discussion: None
Question: **CARRIED**

4. PRESENTATIONS
Nil

5. CARI REPORT
Included in the agenda package for review. Ron Fisher noted that the CARI pool is at 94% capacity for all the pool activities.

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.

8. CHIEF ADMINISTRATIVE OFFICER

Included in the meeting package for Council to review.

Councillor Griffin asked is the MacPherson Report is now a public document, and if the Commissioner has been given a copy. The CAO replied that he does not believe the report has been given to the Commissioner.

Mayor Jenkins reported that the three Mayors are trying to find a suitable time to meet and make a presentation and also present them with the report.

Councillor Clow asked the CAO to give a brief update on the Olympic Torch Run through Stratford. The CAO noted that he and Ron Fisher met with the coordinator for Olympic Torch Run for the Maritimes. The Olympic Torch Run will start in Wood Islands and proceed through Stratford into Charlottetown. Charlottetown will then host an event for the Run. The next day the Torch Relay will then proceed to the north shore area and onto Summerside where an event is also being planned. They will then leave the Island.

Ron Fisher is putting together a committee to plan for a quick ceremony during the run through Stratford. Olympian Kara Grant has confirmed that she would attend. Ron also noted that it is hoped that Mayor Jenkins, and Special Olympian Michael Morris will be available to attend. The relay is planned for November 21, 2009.

9. PUBLIC WORKS

a) Report

Included in the package for Council to review.

Councillor Griffin noted that one of the major goals for the committee this year is to build the trails in the summer, as opposed to building them in November. She also noted that Doug Murray, Chair of the Active Transportation Committee is now a member of the Public Works and Property Committee.

It was noted that the street priorities list that was developed by last year's committee, with a few additions from councillors and staff, has been forwarded to the Department of Transportation and Public Works.

Councilor Griffin also noted that the new overhead pedestrian sign has been installed opposite the CGI building on the Stratford Road.

Mayor Jenkins asked when the Christmas tree at the bridge would be removed and the CAO replied that staff is unable to remove the tree because of the frost in the ground.

Jeremy Crosby, Manager Public Works and Property confirmed that the tree would be removed very soon.

10. STRATFORD UTILITY CORPORATION

a) Report

A complete written report was included in the package for Council to review.

Deputy Mayor McMillan reported that the Utility Corporation is waiting for a permit to do well field exploration. The issues regarding water capacity in the Town are in good stead with the province at this point in time for the upcoming development season. In terms of projects - the Town is ready to proceed with all the identified projects when the new money for infrastructure that was announced in the federal budget is obtained.

Deputy Mayor McMillan also noted that Billy Ramsay has completed his Water Conservation Project with students at Glen Stewart School. This project has been a great success with the students and CBC Maritime Noon has also done an interview with Billy.

Councillor Ross noted that his daughter is in one of the Grade five French Immersion classes and Billy is known as “that guy from the Town Hall.” Councillor Ross also noted that it is amazing how the students pick up and remember what Billy has taught them about water conservation during his presentation.

The Utility financial statements were included in the meeting 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 gave a brief overview of the report to Council members.

Ron noted that Winter Carnival will be held February 26 to March 1 and listed the events that are being held this year. Ron also took a moment to congratulate Joanne Weir for the work that she does to put together the *Winter Carnival Guide* each year.

Ron also noted that they have advertised for the Assistant Recreation Coordinator position and have received approximately 30 applications. It is hoped that interviews will be held the first of next week and that we will have the position filled quickly.

12. FINANCE & ADMINISTRATION

a) Report

A complete written report was included in the package for Council to review.

Councillor Ross noted that an overview of the Finance and Administration Department responsibilities was presented to the committee at the January meeting for both new and returning committee members.

Staff is currently busy preparing for this year's audit which is conducted by Grant Thornton. The committee discussed the CUSA grant situation and it was impressed upon them how important this issue is to the Town. Councillor Ross noted that the committee members now have this information and they can take it out into the community, as it is very important to get the message out to our residents.

Councillor Ross stated that Kim is working on the Public Sector Accounting Board (PSAB). This PSAB is being set up to develop uniform accounting which will allow financial readers to be able to read the statements following the same type of guide lines. Kim and some members from Charlottetown, Summerside, Cornwall, Montague and Kensington have been working with Grant Thornton to decide how to work with these capital assets. She added that she is not sure exactly how it will affect the Town until they work out the guidelines. It was also noted that a representative from the Department of Community, cultural Affairs and Labour was in attendance for some of the meetings.

Mayor Jenkins asked for clarification on page four of the report where it states *the Mayor is looking at putting tax rates up to send a message so residents will know what will be necessary to maintain existing services.* I would like that corrected. The Mayor is not looking at putting up tax rates. The Mayor does not set tax rates - Council sets tax rates. Please clarify that in the minutes.

Councillor Ross replied that these are not approved minutes so when we have out meeting this month we will certainly make that adjustment. To add to that, we certainly hope that we don't have to, as a Council, raise the taxes or cut any services. That would be a last resort so we hope that the provincial government will work with us to prevent that from happening.

b) **Resolution FA003-2009 Pat and the Elephant Donation Request**

Moved by Councillor Patrick Ross
Seconded by Councillor Gary Clow

WHEREAS a request for financial assistance from Pat and the Elephant was received; and

WHEREAS the Town of Stratford has historically supported Pat and the Elephant, who provide a much needed service to residents of the Town; and

WHEREAS the Finance and Administration Committee has recommended that a $2,000 grant be provided to Pat and the Elephant.

BE IT RESOLVED that $2,000 be donated to Pat and the Elephant.

Discussion: None
Question: **CARRIED**

c) <u>Resolution FA004-2009 - Donation Request from Jonathan MacDonald</u>

Moved by Councillor Patrick Ross
Seconded by Councillor Steve MacDonald

WHEREAS a request was received from Stratford resident Jonathan MacDonald, who is a student in the Education Program at UPEI. Jonathan is travelling to our sisters' city, Stratford, New Zealand, to teach as part of the International teaching practicum for his education degree; and

WHEREAS the Finance and Administration Committee has recommended that a $200 donation be granted to Jonathon MacDonald on the condition that he do a presentation upon his return to PEI for the Youth Can Do and Sister City Committee regarding his travel to Stratford's sister community in New Zealand.

BE IT RESOLVED that $200 be donated to Jonathan MacDonald.

Discussion: Deputy Mayor McMillan asked for clarification on who is involved in the Sister City Committee. Councillor Ross noted that it was mentioned at the finance meeting by Rick Richard. The CAO then clarified that it is the Stratford Choir who has attended the last few reunions and has been in touch with other Sister Cities.

Councillor Ross noted that it was discussed that when Jonathan MacDonald is in New Zealand he would be making a presentation about PEI and his home community - Stratford. This would be part of his project and that is why the committee felt he could bring back information and make a presentation to our Youth Can Do. He would be a great role model to the youth in the program.

Question: **CARRIED**

13. <u>PLANNING & HERITAGE</u>

a) Report

A complete written report was included in the package for Council to review.

Councillor Clow noted that the first meeting of the new committee was held on Monday, January 19. During the meeting the Director of Planning gave a power point presentation of how the planning department operates and the various bylaws, policies and procedures that are used in the department. The Development Officer then gave an overview of the Official Plan and Land use Map, the Zoning and Subdivision Bylaw and Zoning Map.

b) **December 2008 Permit Summary**

No Report

c) **Resolution PH003 -2009 Official Plan and Zoning Amendment to Bylaw #29 - A001-09 Andrew and Jennifer McCalla - A1 & R1 to R2 - Mount Herbert Road Call a Public Meeting**

WHEREAS an application has been received from Andrew and Jennifer McCalla to re-zone parcel number 289710 (1.16 acres) from the Agricultural Reserve Zone (A1) to the Two-Family Residential Zone (R2) and also to re-zone a portion of parcel number 289652 (approx. 0.65 acres) from the Single Family Residential (R1) to the Two-Family Residential Zone (R2); and

WHEREAS the request to re-zone the said parcel(s) of land is to accommodate the development of five semi-detached dwellings units which will require a change to the Official Plan (General Land Use Map) designation from Agricultural Reserve to Residential (Serviced) and a change to the zoning classification on the Zoning Map from Agricultural Reserve Zone (A1) and the Single Family Dwelling Zone (R1) to a Two-Family Residential Zone (R2); and

WHEREAS pursuant to Section 24.2 Stratford's Zoning and Development Bylaw, as a requirement of amendment procedures, *Council shall hold a public meeting to solicit input from residents on the proposed amendments request*.

BE IT RESOLVED that Council shall hold a public meeting on February 25, 2009 at 7:00 pm.

Discussion: This Resolution bears the recommendation of the Planning & Heritage Committee.

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.

Mayor Jenkins asked for the status on the new Stratford Bus and Councillor Gallant replied that the yellow bus will be back on the road by Friday and the new bus will be here the end of February.

Mayor Jenkins noted that we had given a very clear directive that Council does not want flyers in driveways from anyone and stated that he received the Town flyer at the end of his driveway in a blue bag about a week ago.

Councillor MacDonald noted that he would have Ron find out who delivers the newsletters. Councillor Gallant then noted that if they do not deliver according to the conditions in the contract then payment should be held back. The CAO responded that it is in the contract, but it is a volunteer group and a different group each time so it is very inconsistent. We will probably have to review how we send out the newsletters to residents.

Councillor Ross noted that it is a volunteer group and we want to help them out, but at the same time we do have an issue here. He suggested that we do some sporadic checks, and if the contract agreement has been met and and the newsletters have made it to the mail boxes they will receive their cheque. If they haven't met the contact agreement we can deal with them at that point.

b) **Street Light Report**
Nil

c) **RCMP Report**
The RCMP report for the month of January was included in the meeting package for Council to review.

d) **Humane Society Report**
Councillor Gallant noted that a written report is included in the meeting package for Council to review.

e) **Transit Report**
Nil

f) **SS02 - 2009 Citizens on Patrol Program**
Moved by Emile Gallant
Seconded by Diane Griffin

WHEREAS many jurisdictions around the world have established Citizens on Patrol Programs to assist in the prevention of crime in those jurisdictions by having citizen volunteers being the "eyes and ears" of the police in the community; and

WHEREAS the Town of Stratford and the RCMP have worked together to create a Citizens on Patrol Program for the Town of Stratford.

BE IT RESOLVED that the Stratford Citizens on Patrol Program be hereby established and that the Safety Services and Environment Committee be tasked with monitoring and supporting the work of the committee in association with the Stratford RCMP.

Discussion: It was noted that this resolution bears the recommendation of the Safety Services and Environment Committee.

Question: **CARRIED**

g) <u>Resolution SS003-2009 Fee Schedule to the Stratford Animal Control bylaw, Bylaw #26</u>

Moved by Emile Gallant
Seconded by Diane Griffin

WHEREAS Council has asked that the schedule of fees for the Stratford Animal Control Bylaw, Bylaw #26 be reviewed; and

WHEREAS the Safety Services and Environment Committee reviewed the Schedule of Fees and recommends that the cost for a dog license for a spayed or neutered dog be raised from $10 to $15, and a dog license for a dog that has not been spayed or neutered be raised from $20 to $25.

BE IT RESOLVED that the attached amended Schedule "A" to the Stratford Animal Control Bylaw, Bylaw #26, A Schedule of Fees be hereby approved.

Discussion: Councillor Ross noted that this is only a $5.00 increase, but it is a 50% increase in the fee. He added that perhaps we should look at reviewing all of our Town fees - not just the dog license and increasing it 50%. If this was something across the board the fees may not have to go up as much.

The CAO responded to Councillor Ross stating that the direction from Council during budget was to review all the fees in the Town, and the planning and recreation staff are reviewing those fees now.

Councillor Ross wondered if all the fee structures are discussed by the committees and the managers before a decision is made. This information could then be taken back to the Committee of the Whole. Councillor Ross also stated that before we agree to this increase Council should see what we are going to do with the other Town fees, as he thinks this raise in dog license fee is premature.

The CAO explained that there is a timing issue with this, as we are looking to hire someone to go door to door and we need to know the fee structure. If we stay with the current fee there will be no increase in revenue for this year. In the Bylaw, the fees are required to be paid by a certain date and I believe that date is March 31. The CAO added that we would actually like to see the Bylaw changed to June instead of the March, to allow people to collect in better weather.

Councillor Ross then asked to defer this issue and discuss it at Committee of the Whole.

Councillor Gallant stated that the discussion at the Safety Services and Environment meeting was that this is not a raise to increase revenues for the Town. It was to make it attractive to people so they would apply for the position. He added that the rates haven't gone up since the Town was incorporated.

Councillor Clow noted that it would probably be easier to get someone to do the collecting in June.

Question: **CARRIED**
4 For
2 Nay Councillor Ross & Councillor Clow

16. ECONOMIC DEVELOPMENT COMMITTEE

a) Report

Mayor Jenkins reported that the Minutes of January 19 are included in the package for Council to review. The two major topics at the meeting were the Yacht Club and the Stratford Towers project.

The Mayor also noted that he and Doug Deacon met with Minister Allan Campbell to discuss the Stratford Business Park.

Mayor Jenkins then thanked Deputy Mayor McMillan for attending the Aspin Kemp press announcement and noted that this was a very positive announcement for the Town. He also noted that they talked to Minister Campbell about the possible involvement of Aspin Kemp business in the Business Park.

17. HUMAN RESOURCE COMMITTEE

a) Resolution HR002-2009 - Leave of Absence Request - Assistant Recreation Coordinator

Moved by Emile Gallant
Seconded by Councillor Steve MacDonald

WHEREAS a request was received from the Assistant Recreation Coordinator for a one year leave of absence to pursue a contract opportunity in Alberta; and

WHEREAS any leave of absence request must be approved by Council in accordance with the Town's Personnel Policy; and

WHEREAS the employee will benefit from the opportunity to work in a different environment and to learn new things.

BE IT RESOLVED that the request received from the Assistant Recreation Coordinator for a one year leave of absence be granted.

Discussion: It was noted that this resolution bears the recommendation of the Human Resources Committee.

Question: **CARRIED**

18. OTHER COMMITTEES

a) Stratford Seniors Complex

No Report.

Councillor MacDonald reported that the Seniors Committee met at noon today and that CMHC has given approval for a new boiler. That contract was awarded to Hynes & Smith in the amount of $17, 325. It was also noted Gerry O'Connell has taken over the maintenance contract for the Seniors Complex.

19. PROCLAMATION

Nil.

20. OTHER BUSINESS

Nil.

21. ADJOURNMENT

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

Kevin Jenkins, Mayor **Robert Hughes, CAO**