REGULAR MONTHLY COUNCIL MEETING
January 14, 2009
Approved Minutes

<u>DATE</u>: January 14, 2009
<u>TIME</u>: 7:30 p.m. - 8:27 p.m.
<u>PLACE</u>: Stratford Town Centre, 234 Shakespeare Drive

<u>PRESENT</u>: 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, Town Planner and Mary McAskill, Recording Clerk

<u>REGRETS</u>: Ron Fisher, Recreation Director

<u>CHAIR</u>: Mayor Kevin Jenkins

1. <u>CALL TO ORDER</u>

Mayor Kevin Jenkins called the January 9, 2008, Regular Monthly Council Meeting to order at 7:32 p.m. and welcomed those in attendance.

2. <u>APPROVAL OF AGENDA</u>

It was moved by Councillor Patrick Ross and seconded by Councillor Gary Clow that the agenda be approved as circulated.

Discussion: None
Question: **CARRIED**

3. <u>MINUTES</u>

It was moved by Councillor Gary Clow and seconded by Councillor Diane Griffin that the Public Meeting Minutes of November 18, 2008 and the regular Monthly Meeting Minutes of December 10, 2008, be approved as circulated.

Discussion: None
Question: **CARRIED**

4. <u>PRESENTATIONS</u>

Good evening, my name is Madeline LeGros and I am acting co-chair of the Glen Stewart Home and School Association. We are here tonight to ask for your support in advancing the Eastern School District's recommendation that a new facility be built in Stratford to accommodate grades 4 to 6. Glen Stewart is a wonderful school, it is very well run, the teachers are wonderful and children love it, but as you may have seen tonight on Compass, it is literally bursting at the seams. As the superintendent stated in his report, it has been over capacity for the past ten years and enrollment is expected to increase and the school is not able to deal with this without a lot of difficulty. So we are going to work very hard to ensure a facility is built here in Stratford and we are looking for your support in helping us achieve this. Thank you.

Mayor Jenkins thanked Ms. LeGros for her comments noting that we are all very exited about the addressing of the Glen Stewart School issue in the school report. He added that there are some things we are not so excited about in the school report such as the junior and senior high schools not being addressed and the rezoning issues that may affect our student, but we are very happy to see the Glen Stewart issues being addressed and a plan being put in place. We recognize that the planning for a new school is probably two to three years if they were to start building right now. It will most likely be 2011 or 2012 before we see a solution to the problem. Mayor Jenkins noted that we will be making a presentation at the public consultation on February 19 for the Charlottetown Rural family of schools. We will also be speaking on the junior and senior high schools.

5. <u>CARI REPORT</u>

Included in the agenda package for review.

6. <u>CORRESPONDENCE</u>

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 we had a meeting scheduled with the Minister of Innovation and Advanced Learning this past Monday, but due to the changing of Ministers that has been postponed until next Monday.

8. <u>CHIEF ADMINISTRATIVE OFFICER</u>

Included in the meeting package for Council to review. Robert briefly highlighted his report noting that there was a meeting today regarding the Southport Motel Development and he believes that staff is now satisfied with the layout and parking issues.

Robert noted that there was a sustainability contest for staff and there were many excellent suggestions submitted. An elimination draw took place and Vahid was the winner of the big screen television.

9. <u>PUBLIC WORKS</u>

a) <u>No Report</u>

Councillor Griffin noted that the Public Works Committee has not held a meeting yet. She noted that the first meeting of the newly formed committee will be held on January 29.

10. <u>STRATFORD UTILITY CORPORATION</u>

a) <u>Report</u>

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

Mayor Jenkins asked about the Bunbury Water project, and Jeremy replied that the project is now substantially complete and letters will be sent to residents advising them that they can now make arrangements to connect to the system.

b) <u>Resolution SUC001-2009 Adoption of 2009 Utility Operating Budget</u>

Moved by Deputy Sandy McMillan
Seconded by Councillor Gary Clow

WHEREAS the utility corporation needs to run a surplus to cover the principal payments because the depreciation revenue is not sufficient to generate the required revenue. This is due to an aggressive servicing strategy and the fact that infrastructure grants are applied directly against the assets and cannot be depreciated.

BE IT RESOLVED that the attached 2009 Stratford Utility Corporation operating budget be approved as follows:

	Combined
Revenue	$1,423,000
Expenses	$1,270,200
Surplus (Deficit)	$ 152,800

Discussion: It was noted that this resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

c) <u>Resolution SUC002-2009 - Adoption of the 2009 Utility Capital Budget</u>

Moved by Deputy Mayor Sandy McMillan
Seconded by Councillor Diane Griffin

BE IT RESOLVED that the attached 2009 Stratford Utility Corporation Capital Budget be approved with total capital expenditures of $2,624,500.

Discussion: It was noted that this resolution bears the recommendation of the Stratford Utility Corporation and the Committee of the Whole.
Question: **CARRIED**

Councillor Gallant asked about projects - are people made aware that they may be getting servicing in a certain year, and Jeremy replied that this information is in our newsletter and it is cautioned that projects will depend on provincial and federal infrastructure funding.

d) Resolution SUC003-2009 - Adoption of the 2009 Utility Tariff

Moved by Deputy Mayor Sandy McMillan
Seconded by Councillor Emile Gallant

WHEREAS a comprehensive review of utility rates was conducted in 2007 wherein a number of rate changes were identified to be phased in over a three year period beginning in 2008; and

BE IT RESOLVED that the attached Stratford Utility tariff for 2009 be approved which incorporates:

- the second phase of rate changes to flat rate water and sewer customers and the water and sewer frontage charges which will be changed over a period of three years; and
- the second phase of rate changes for apartments which will be changed over a period of three years and all apartments will then be metered in the fourth year; and
- the second phase of rate changes to metered water and sewer customers which will be changed over a period of three years.

Discussion: It was noted that this resolution bears the recommendation of the Stratford Utility Corporation and the Committee of the Whole.

Question: **CARRIED**

11. RECREATION REPORT

a) Report

A complete written report was included in the package for Council to review. Councillor MacDonald noted that our recreation director is not in attendance this evening, as he is on holidays this week.

12. FINANCE & ADMINISTRATION

a) Report

Good evening Your Worship, fellow Councillors, staff, members of the media, residents of Stratford, ladies and gentlemen. My name is Patrick Ross, and I am Chair of the Finance Committee for the Town of Stratford. I am honoured to present to you this evening the 2009 budget for the Town of Stratford.

Two thousand and eight has been a very busy year as the Town continues to grow

and be successful. The Town has experienced over 22 million dollars in housing starts and other development which marks the second highest on record (following last year's highest). The Town of Stratford continues to be on the map as one of the fastest growing communities on PEI and in Atlantic Canada. With this continued growth comes continued challenges as we strive to meet the requests and needs of the community.

In the budget of 2008, it was announced that as part of the Town's sustainability initiative, the Town would be moving forward with an additional police officer and the introduction of a transit system. Although the budget of 2008 represented only partial amounts of these two items, the budget of 2009 will see their full costs incurred as Cuncil works toward meeting the needs of the Town.

The preparation of the 2009 budget required the hard work and dedication by Town staff and council, and with this, I would like to offer a sincere thank you.

The process of putting together the budget for 2009 offered an assortment of challenges, as it always does. This year was a bit more challenging with the elimination of the CUSA tax credit and with the assessment freeze on the owner occupied residential property, both of which were imposed by the province. In the past the Town's non-commercial tax rate was set at $0.64 per $100 assessment. Now the province has changed it to a $0.44 tax rate with the $0.20 difference being collected by the government and then converted into a grant.

Because the provincial government will not be voting on its budget until sometime in April, it will not be easy for us to arrive at what the true figure of the grant will be, and therefore we are not able to set our tax rate at this time. Depending on what the grant amount will be Council may have to look at a rate increase or a cut in our expenses - neither of which we want to do. His Worship has written the provincial treasurer and expressed our concerns and informed him that we will be developing our budget based on figures from last year's $0.64 rate, including inflation. The Minister has suggested that growth would be factored into their grant calculation, so we await the provincial government's budget in the spring and will re-evaluate the situation at that time.

As we now look at the Town's total revenue, the non-commercial numbers continue to be strong as we take in factors previously mentioned. Non-commercial assessments will be in the range of $467,263,462 and commercial assessments will be $23,228,100. Combining these figures with such revenue as increased police fines, rent income from the town centre, fees and permits, the projected total revenue for the Town in 2009 is $3,950,500.

As mentioned earlier, the full operating costs of an additional police officer and the introduction of a transit system has absorbed a large portion of any room in the Town's operating budget with increased amounts of $150,000; that being $50,000 for police and $100,000 for transit.

As a result of this tight budgeting, Town staff was asked to maintain their current expenses unless it was beyond their control. Factoring into the equation the increased amounts of renewals of tenders and the electricity rates, Council believes it to be very important to make every effort to assist the various groups and resident requests that were received during the budget process.

Council is very pleased this year to be able to assist the Glen Stewart Greater Grounds Committee through a commitment of $10,000 for additions to their playground areas. This boundless playground is only one of two in Canada and is a positive meeting place for Stratford families in the summer months.

Last year Council increased funding to the Pownal Rink to $32,000 and we are announcing for a second time, a commitment of $32,000 to this wonderful facility.

Council sees the importance of the continued investment in the core area of the town as it participates in new street standards in the amount of $425,000 with funds coming from the New Deal Program.

Through federal funding, the Town's public works department will also be busy continuing the installation of sidewalks, bike paths and trails throughout the Town totaling $300,000.

The total capital budget for 2009 is $1,338,500 with $725,000 of it funded through the New Deal Gas Tax, and another $300,000 forecasted to be funded through the Island Community Fund. This capital spending is higher than normal due to the fact that we are hoping to use the funds in the newly announced Island Community Fund to access 75% funding for two projects.

Town Council has been committed over the past few years to pay down the Town debt by 4% of revenue. This year however, we will be paying down the debt with a figure of 2.2%. Council still sees this as a positive factor considering this is due to our commitment to have funds available, if approved, to allow us to take part in the Island Community Fund. This will enable us to renovate the Tea Hill Park at a cost of $200,000, and an emergency generator for the Town hall to be used as a command and reception centre in the case of an emergency at a cost of $200,000.

After all financial items have been taken into account, including new spending initiatives and the province's introduction of a grant system, the Town is forecasting a modest surplus of $200 for the 2009 year.

Ladies and gentlemen, the residents of Stratford continue to work hard to better their community. I am very pleased with the direction that the Town of Stratford continues to take. It is through this success that Council is able to work on projects that continue to make Stratford a positive and vibrant community in which to live. Thank you.

b) **Resolution FA001-2009 Adoption of 2009 Operating Budget**

Moved by Councillor Patrick Ross
Seconded by Councillor Steve MacDonald

BE IT RESOLVED that the attached 2009 Operating Budget be approved as follows in accordance with the attached revenue and expense tables:

REVENUE

Total Revenue	$ 3,950,500

EXPENDITURES

Total Expenditures	$ 3,950,300
Surplus (Deficit)	$ 200

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

Mayor Jenkins stated that just for greater clarity on the property taxes - we have presumed that the property tax flow through of the $0.20 will continue and Councillor Ross agreed. Mayor Jenkins stated that the treasurer has more than suggested that the $0.20 would flow through according to his comments made at the Federation of Prince Edward Island Municipalities Annual meeting. At that time he committed that growth would be factored in to the formula and we certainly take the treasurer at his word. The fact that we have been unable to confirm those amounts with either the Department of Treasury or the Department of Community, Cultural Affairs and Labour is somewhat concerning. We have always collected $0.64 from our residents and the revenue that is budgeted is based on that $0.64. Councillor Ross agreed the treasurer did make the comment at the FPEIM Semi-annual meeting that growth would be factored in, and we have to be optimistic and see what comes when the provincial budget is passed in the spring.

Mayor Jenkins stated our continued position of having one-third of our revenue based on a grant from the province is an unacceptable situation. We continue to work with our fellow municipalities who are also affected by the grant and hopefully we will have some success with a presentation to the commissioner. We had requested a meeting with the Premier, but he has declined to meet with us.

Mayor Jenkins stated that the budget as presented contains no tax increase. It is presumed that the monies collected by the province will be flowed through to us. A tax rate increase is the last thing we want to see. We do recognize that we have a very fixed budget and cutting expenses is not a practical option. Should the provincial tax money not flow through a tax rate increase is our last option and hopefully it will not come to that. Councillor Ross added that our former Finance Committee is adamant that we stay away from a tax rate increase, so again we have to do our best to work with the provincial government and inform them of our concerns. Mayor Jenkins added that it is not just for 2009, it is also for future years - the uncertainty of it is an unacceptable situation.

Question: **CARRIED**

c) **Resolution FA002-2009 Adoption of the 2009 Capital Budget**

Moved by Councillor Patrick Ross
Seconded by Councillor Gary Clow

BE IT RESOLVED that the attached 2009 Capital Budget be approved in the amount of $1,338,500 less New Deal funding of $725,000 and less Island Community Fund funding of $300,000 for a net Town Capital Budget of $313,500.

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

Councillor Gallant stated that the projects for the Island Community Fund are specific projects and if they don't happen, that amount, as well as our contribution, will be eliminated from the capital budget. Councillor Ross noted that the way the Island Community Fund works is that you are allowed two submissions in a year and you may get one or both. He added that if another group in Stratford also submits a project for funding, it does not affect our submissions. The projects we have identified are the upgrades at Tea Hill Park and the purchase of a generator for the Town, so in the case of an emergency situation the Town Centre can become the command centre.

Councillor Ross noted that it is very positive that with a 'tight' year that we still are able to reduce our debt by 2.2% of total revenue and also meet the other commitments that we have made.

Question: **CARRIED**

13. PLANNING & HERITAGE

a) **No Report**

Councillor Clow noted that the first meeting of the new Committee will be held next Monday, January 19. He added that he has met with the planning department and he is looking forward to working with them as Chair of the Planning and Heritage Committee.

b) **<u>December 2008 Permit Summary</u>**
Included in package for Council to review.

c) **<u>Resolution PH001 - 2009 the Development Bylaw #29 - B (Part III) an Amendment to Development Bylaw #39 - 2nd Reading</u>**

Moved by Councillor Gary Clow
Seconded by Councillor Emile Gallant

WHEREAS pursuant to the Provincial Planning Act and under Section 24 of the Development Bylaw, A public meeting was held on November 18, 2008 to present the proposed amendments to the Development Bylaw #29-B text attached to this Resolution; and

WHEREAS at the Public Meeting (November 18, 2008) some comments were raised and noted regarding the proposed bylaw; and

WHEREAS the comments from the Public Meeting were discussed at the Planning and Heritage Committee meeting on November 24, 2008.

WHEREAS. the Committee agreed that the proposed document now meets the requirements for amending the Development Bylaw;

BE IT RESOLVED that Bylaw # 29-B (On-Site Small Wind Energy Systems), a Bylaw to amend Bylaw #29, the Stratford Zoning and Subdivision Control (Development) Bylaw, be hereby read and approved the second time. Bylaw #29-B(attached) shall be called " Part III.")

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

c) **<u>Resolution PH 002-09 The Development Bylaw #29 - B (Part III) an amendment to Development Bylaw #29 - Adoption</u>**

Moved by Councillor Gary Clow
Seconded by Councillor Steve MacDonald

WHEREAS Bylaw # 29-B (On-Site Small Wind Energy Systems), a Bylaw to amend Bylaw #29, the Stratford Zoning and Subdivision Control (Development) Bylaw, was read and approved a first time by Council at the meeting held on December 10, 2008.

WHEREAS Bylaw # 29-B (On-Site Small Wind Energy Systems), a Bylaw to amend

Bylaw #29, the Stratford Zoning and Subdivision Control (Development) Bylaw, was read and approved a second time on January 14, 2009.

BE IT RESOLVED that Bylaw # 29-B (On-Site Small Wind Energy Systems), a Bylaw to amend Bylaw #29, the Stratford Zoning and Subdivision Control (Development) Bylaw, be hereby adopted and the Mayor and Chief Administrative Officer be authorized to affix their signature and the Corporate Seal of the Town thereto. (Bylaw #29- B (attached) shall be called “Part III”.)

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

Mayor Jenkins stated that he believes this bylaw is an important move forward in our sustainable community plan.

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

a) Resolution CW001-2009 Regional Aquatic Facility Boar Appointment

Moved by Councillor Gary Clow
Seconded by Councillor Steve MacDonald

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

WHEREAS Ron Fisher served as the Town’s representative to the Board of Directors of CARI in 2007 - 2008, and has agreed to serve again.

BE IT RESOLVED that Ron Fisher be re-appointed to the CARI Board for the year 2009, to represent the Town’s interest on the Board.

Discussion: None
Question: **CARRIED**

b) Resolution CW002-2009 Appointment of Committee Members at Large

Moved by Councillor Diane Griffin
Seconded by Councillor Emile Gallant

WHEREAS Council has established Special Committees in Bylaw #25, the Stratford Committee Bylaw, to advise and assist Council in its deliberations; and

WHEREAS the Bylaw provides for the appointment of residents by Council to provide public input to Council in its deliberations; and

WHEREAS the residents are appointed to the Special Committees for a two year term.

BE IT RESOLVED that residents be appointed to the Special Committees for a two year term from January 1, 2009, to December 31, 2010, as follows:

Recreation Commission

- member Lea Rand
- member Stephen MacQuaid
- member Billy Murphy
- member Malcolm MacKenzie
- member Teresa Henneberry

Planning and Heritage

- member Rob Deblois
- member Sharon Cameron
- member Norman Lalonde
- member Carlos Lourenso
- member Cliff Campbell

Safety Services and Environment

- member Rosemary Curley
- member Andrew Trivett
- member David White
- member Wilf MacDonald
- member David McKenna

Economic Development

- member Jack Reddin
- member Andrew Davies
- member Mary Hughes
- member Chris Jones
- member Brian Fogarty

Public Works and Property

- member Doug Murray
- member Art Smith
- member Jeanette MacAulay
- member Bus Gay
- member Shaun MacNeill

Finance and Administration

- member Carol Ann Duffy
- member Quentin Bevan
- member Rick Richard
- member Danny Neuffer
- member Steve Ogden

Stratford Utility Corporation

- member David Godkin
- member Joel Ives
- member Paul Tatlock
- member Scott Campbell
- member Kerri Carpenter

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

Question: **CARRIED**

15. SAFETY SERVICES AND ENVIRONMENT

a) No Report

Councillor Gallant noted that the committee will hold their first meeting on January 19.

b) Street Lights

Nil

c) Humane Society Report

No Report

d) RCMP Report

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

e) Transit Report

Included in the package for Council to review.

f) Resolution SS001-2009- Appointment of Directors to Cross Roads Rural Community Fire Company

Moved by Emile Gallant
Seconded by Diane Griffin

BE IT RESOLVED that the following persons be appointed to serve on the Board of Directors of the Cross Roads Rural Community Fire Company for the year 2009.

Town Council Representative:

- Councillor Emile Gallant

Community Representatives:

- Clair Jenkins
- Dave Milligan
- David Swan
- David Panton
- Neil MacDonald
- Derek Smith

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

Mayor Jenkins asked about the delivery of the new bus and the Nuisance Bylaw and

Councillor Gallant replied that the bus is ordered and should be delivered sometime in February and the committee will be working to amend the Nuisance Bylaw.

16. ECONOMIC DEVELOPMENT COMMITTEE

a) Report

Included in the package for Council to review.

17. HUMAN RESOURCE COMMITTEE

a) Report

No Report.

b) Resolution HR001-2009 - Job Sharing Receptionist, Admin Clerk Temporary Position

Moved by Emile Gallant
Seconded by Councillor Gary Clow

WHEREAS the Town of Stratford values its' employees and recognizes the importance of a family oriented workplace; and

WHEREAS a request has been submitted to continue the job share position of Receptionist /Administrative Clerk for another term; and

WHEREAS the person filling the temporary position will be leaving in June of 2009; and

WHEREAS the position is listed as a Level 3 and will be advertised as a part time position with the understanding that the request will be granted only if a suitable candidate is found. The job will be divided with the current person working 22.5 hours and the second person working 15.0 hours per week.

BE IT RESOLVED that the Job Share position of Receptionist/Administrative Clerk be extended from August 2009 to August 2010 - subject to a suitable candidate being found.

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.

19. PROCLAMATION

Nil.

20. OTHER BUSINESS

Deputy Mayor McMillan noted that the most recent acquisition by the Arts and Culture Committee is a painting by John Cox of Quietwater Drive, and it is a wonderful addition to our building.

Mayor Jenkins stated that we should note the release of the school report, and noted that there are issues that we need to discuss at the next Committee of the Whole in order to prepare our presentation to the Charlottetown Rural Family of Schools, as well as continuing our quest for a junior high and senior high.

21. ADJOURNMENT

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

Kevin Jenkins, Mayor

Robert Hughes, CAO