REGULAR MONTHLY COUNCIL MEETING
June 11, 2008
Approved Minutes

DATE: June 11, 2008
TIME: 4:30 p.m. - 5:55 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

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

REGRETS: Diane Griffin

CHAIR: Mayor Kevin Jenkins

1. CALL TO ORDER

Mayor Kevin Jenkins called the June 11, 2008, Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those in attendance.

2. APPROVAL OF AGENDA

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

Discussion: None
Question: **CARRIED**

3. MINUTES

It was moved by Councillor Emile Gallant and seconded by Councillor Gary Clow that the Regular Monthly Meeting Minutes of May 14, 2008, the Special Council Meeting Minutes of May 21, 2008, be approved as circulated.

Discussion: None
Question: **CARRIED**

4. PRESENTATIONS

Nil

5. CARI REPORT

Included in the meeting package for Council to review.

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. Robert stated that there is one issue that he was just made aware of today that he would like to bring to everyone's attention. He noted that the province has advised us that ditch infilling will no longer be allowed for the time being. When we met with them a few years ago there was concern with the way ditches were being filled and causing storm water problems. At that time, we put a clause in our building permit stating that you cannot infill until you contact the province. However, they didn't receive very many calls, so they are now going to put a moratorium on it until they can find a better way to deal with it. It was noted that the issues are mostly in Stratford and Cornwall.

Robert took a moment to offer his congratulations to Mayor Jenkins on his election to the Federation of Canadian Municipalities (FCM) Board.

9. PUBLIC WORKS

a) No Report

Deputy Mayor MacDonald gave a brief verbal report noting that Tea Hill Park is now ready for use and will be open to the public as of July 1 (prior to July 1 by appointment only). It was noted that the town crest flower bed has been planted, and the gardening staff will soon be starting working on the sister cities flower bed.

Deputy Mayor MacDonald noted that on May 6 Doug Murray of the Active Transportation Committee, and Jeremy Crosby went to Moncton to meet with staff members who are also involved with active transportation, and brought back some good information and ideas. It is believed that we may be able to incorporate some of their ideas into our own plan.

Mayor Jenkins asked for an update on the sidewalk/trail plans and Jeremy replied that we are planning on completing the concrete sidewalk in front of the Town Centre, as it is an area we can do right away. Jeremy added that we are also looking at a bike path lane that may be added to the Keppoch Road from the intersection of the Stratford Road to the Keppoch Road. He noted that there are some other areas that just require signage and we are going to work with the province to try and get these in place.

Jeremy stated that we are looking at putting trails in the new Kinlock Creek subdivision, as well as some smaller trail sections that we want to look at to complete some loop sections. We hope to be able to start this work in July and have it completed before fall.

Jeremy noted that an RFP will be put out in the next few weeks for someone to develop an active transportation plan for the Town. He noted that we had a gentleman come over from Moncton to give a presentation on an active transportation plan that was prepared for Moncton. He gave a good explanation on everything that is involved. Councillor McMillan stated that she attended the presentation and it was excellent and she would like to commend Jeremy and Doug Murray.

Deputy Mayor MacDonald noted that on May 16 there was an inspection of the streets to determine where repair work is required. He noted that a list has been compiled, and asked if anyone has any other areas of concern to contact Jeremy.

10. STRATFORD UTILITY CORPORATION

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 we are continuing on with the East Keppoch Estates project from last year and it is about 70% complete. However, we do not have any additional funds at this time to continue on with our infrastructure projects.

Councillor Ross noted that the sub-committee reviewed the proposals submitted for engineering services and based on the results of the rating table recommended that the tender be awarded to CBCL Limited.

It was noted that our utility technician Billy Ramsay has been quite busy with presentations on water conservation to grades five and six students at Glen Stewart School. Billy has also had a session here at the Town Centre for the home schooled children of the Island. All reviews regarding the presentation have been positive and Councillor Ross took a moment to commend Billy for his initiative and hard work on the project. Jeremy also took a moment to commend Billy for his work noting that all the props used in the presentation were made by Billy.

Jeremy noted that the wastewater treatment plant upgrades are on-going and we will also be installing backup power to the Pondside wellfield and pumping station.

Mayor Jenkins stated that it is really unacceptable that we do not have any Build Canada funds this year, as we have some really important projects that need to be done, and the Bunbury water project is at the top of the list. Councillor Ross agreed noting that all of Council is concerned, frustrated, and disappointed. Mayor Jenkins stated that there is a Capital Area Coordination Committee meeting scheduled for Tuesday, June 17 and he will bring up this issue at that time.

Deputy Mayor MacDonald asked if the soccer facility project doesn't go ahead this year - could we use that money for the Bunbury water project, and Mayor Jenkins replied that he will raise this with the Minister at the capital area meeting. Robert added that there is an on-going discussion between provincial and federal officials and they are trying to determine if they are eligible for Build Canada funds which may free up MRIF funds for the Bunbury water project - if that decision is made.

Councillor Gallant stated that he had a resident comment on a small odour coming from the lagoon and Jeremy stated that we are monitoring it very closely. However, it is normal for this to occur at this time of year when we have the changeover in temperature.

b) Financial Report

Included in the package for Council to review. Kim noted that the finance staff is currently working on the utility's receivables, and some disconnect notices have been sent out. She noted that all have been satisfied with the exception of one resident. Kim added that there will be more disconnect notices sent out next week.

It was noted that all year end reports have been completed for infrastructure and New Deal funding. She also noted that the pro-rated bills for Cable Heights and Beacon Hill have been sent out, and the Langley/Battery Point bills are now being finalized.

Councillor McMillan would like to suggest that Billy Ramsay receive some kind of commendation for the work he is doing regarding water conservation and added that we may also want to put out a press release. Deputy Mayor MacDonald agreed noting that Billy put a lot of effort into his presentation and designed and built all of his visual props. Jeremy stated that he had planned to speak with Robert about this at the next staff meeting.

11. RECREATION REPORT

a) Report

A complete written report was included in the package for Council to review. Councillor Clow briefly reviewed his report noting that Lea Rand has re-joined the committee as a member. Lea had taken a leave of absence and the committee is happy to have her back.

Councillor Clow noted that the “Sun Safe” and “Tobacco Free” signs are now installed at all our major community parks. He noted that we received some good media coverage regarding this initiative.

It was noted that there have been some new developments in regards to the Canada Games and Councillor Clow stated that he would like to defer discussion to the Committee of the Whole meeting immediately following this meeting.

Cricket Club - There is still dialogue regarding the cricket club. Ron Fisher reviewed the sites with the club, and Tea Hill meets their requirements and was recommended to the recreation commission as the preferred site. The recreation commission agreed and will put forward the Tea Hill site for Council's approval.

Splash Pad - Councillor Clow stated that the Greater Grounds Committee is interested in partnering with the Town to install a splash pad at the boundless playground and has asked Ron Fisher to take the lead on this project. He noted that a business plan will be developed and brought forward to Council.

Bocce Court - It was noted that Ron will meet with the Mayflower Seniors Club to discuss the concept of developing a bocce court - possibly at the cotton park.

Canada Day - A flyer regarding the Canada Day festivities will be circulated to everyone. Councillor Clow noted that a lot of work went into the Canada Day Celebrations and there will be a wide host of activities.

YCD - The youth-can-do is also very busy with numerous activities such as their drama production, dances, as well as their participation in the Glen Stewart Spring Fling that took place earlier this month.

Open House/Barbeque - Ron also noted that the YCD is hosting an open house and barbeque in the youth room at the cotton centre on June 12. The general public will be invited and there will be informational display boards created by the youth to educate the public on what YCD is all about. It will run from 5:00 p.m. to 7:00 p.m. and everyone is encouraged to drop by and see what it is all about.

Strawberry Festival - The Strawberry Festival will be held on Saturday, July 12 from 8:00 a.m. until 1:00 p.m. and this is in conjunction with the woodcarvers event.

12. FINANCE & ADMINISTRATION

a) Report

No Report

Paperless office was briefly discussed and Councillor Gallant noted that the preparation and training is still on-going.

Kim stated that they have implemented the new Town Suite accounting software. She noted that there have been some glitches, but hopes that they will soon be worked out.

c) **Resolution FA008-2008 Wildfowl Carvers Association Donation**

Moved by Councillor Emile Gallant
Seconded by Deputy Mayor Steve MacDonald

WHEREAS a request for financial assistance has been received from the PEI Wildfowl Carvers Association; and

WHEREAS the PEI Wildfowl Carvers Association is hosting their 6^{th} annual Woodcarving Competition and show in the Stratford Town Center in July 2008; and

WHEREAS the PEI Wildfowl Association has requested a grant of $500 for the 2008 competition and show.

BE IT RESOLVED that a $500 grant be donated to the PEI Wildfowl Carvers Association.

Discussion: It was noted that this resolution bears the recommendation of the Finance and Administration Committee.

Question: **CARRIED**

Councillor Gallant noted that there will be a financial report included in the package for the next Council meeting.

13. PLANNING & HERITAGE

a) **Report**

A complete written report was included in the package for Council to review. Councillor McMillan noted that the application to construct a 12 unit apartment building on Ducks Landing has been rescinded, as the land has been sold to someone else.

It was noted that the wind energy policy is on-going and there will be a focus group meeting on June 24.

b) **May 2008 Permit Summary**

Included in package for Council to review.

c) **Resolution PH009-2008 - Hillsborough Funeral Co-op - Addition to Existing Building - 2 Hollis Avenue**

Moved by Councillor Sandy McMillan
Seconded by Councillor Emile Gallant

WHEREAS an application has been received from the Hillsboro Funeral Co-op Ltd. to construct a 4416 sq.ft., 1 storey addition to the existing Funeral Home on parcel number 129203 (approx. 2.99 acres), located at 2 Hollis Avenue; and

WHEREAS the proposed addition will primarily consist of a 2457 sq.ft. Chapel, an additional viewing room, an additional family room and approx. 40 new parking spaces.

BE IT RESOLVED that approval be granted to an application from the Hillsboro Funeral Co-op Ltd. to construct a 4416 sq.ft., 1 storey addition to the existing Funeral Home on parcel number 129203 (approx. 2.99 acres), located at 2 Hollis Avenue subject to the following conditions:

1. Conformance with the design drawings as prepared by Dak Designs Sheet Numbers 80401-A Site Plan - Dated (01/05/2008), 80401-C Main Floor - Dated (01/05/2008), 80401-D Front & South Elevations - Dated (01/05/2008), and 80401-E Rear & North Elevations - Dated (01/05/2008), File No. DD-20080501. Any changes or revisions shall be subject to review and approval of the Town of Stratford.

2. That comments and/or approval shall be received from the Provincial Fire Marshall.

3. That all other relative provisions of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw shall be satisfied prior to a Development Permit being issued.

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

Councillor Gallant asked if this is considered residential or commercial and Councillor McMillan replied that it is commercial and added that it is a very nice addition to the existing structure.

Question: **CARRIED**

d) **<u>Resolution PH010-2008 - Vernon Smith Subdivision - 1 Lot Subdivision (SD004-08) Browns Drive</u>**

Moved by Councillor Sandy McMillan
Seconded by Councillor Emile Gallant

WHEREAS an application has been received from Mr. Vernon Smith to subdivide parcel number 531376 (approx. 24,393 sq.ft. in total area) into 2 single family dwelling lots (approx. 11,325 sq.ft. and 13,068 sq.ft. respectively) located on Browns Drive; and

WHEREAS in accordance with section 25.4 Changes to Existing Lots of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw:

A) No Person shall reduce the dimensions or change the Use of any Lot in an approved Subdivision where Council deems these would be a detrimental effect on neighbouring Property owners.

B) Where an application to subdivide land would change the dimensions or the Use of a Lot in an existing approved Subdivision, Council shall notify all Property owners within 150 metres (500 feet) of the boundaries of the Lot in writing, informing them of the details of the application and soliciting their comments.

WHEREAS 43 notification letters were sent to property owners within 500 feet to solicit their comments and the Town received 4 response letters from immediate neighbours who objected to Mr. Smith's request due to the change within the existing established neighborhood.

BE IT RESOLVED that approval be granted to an application from Mr. Vernon Smith to subdivide parcel number 531376 (approx. 24,393 sq.ft. in total area) into 2 single family dwelling lots (approx. 11,325 sq.ft. and 13,068 sq.ft. respectively) located on Browns Drive.

Discussion: It was noted that this resolution <u>does not</u> bear the recommendation of the Planning and Heritage Committee.

Councillor McMillan noted that we were prepared to go ahead if we had received no comments. However, some neighbours did send in letters voicing their concern regarding how it would change the character of the neighbourhood. Councillor Gallant noted that this came about with the changing of our bylaw, but in this case it just doesn't fit.

Councillor Clow stated that for clarification purposes, he would like to be able to view the drawings on the overhead projector.

Question: **LOST**

Councillor Gallant stated that a resident spoke to him regarding the good service he received from the planning department when applying for a permit. He informed Councillor Gallant that he received excellent service from both Kevin Reynolds and Joshua Collins and wanted to pass these comments along.

Councillor McMillan noted that there was a Heritage meeting since the last Council meeting, and Harry Holman was in attendance and gave a very good presentation. Mr. Holman also indicated to the committee that there are funds available, but there is also a time limit to access them, so a plan has been put in place to apply for funds to further the heritage work in the Town.

14. COMMITTEE OF THE WHOLE

a) Resolution CW008-2008 A $500 Donation to the China Earthquake Red Cross Relief Fund and a $500 Donation to the Myanmar Cyclone Red Cross Relief Fund

Moved by Councillor Emile Gallant
Seconded by Councillor Sandy McMillan

WHEREAS the China earthquake and the Myanmar cyclone caused a catastrophic amount of damage and suffering.

BE IT RESOLVED that the Town of Stratford donate $500 to the Red Cross China Earthquake Relief Fund and $500 to the Myanmar Cyclone Relief Fund.

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

b) Resolution CW009-2008 - Confirmation of CADC Share Purchase

Moved by Councillor Gary Clow
Seconded by Councillor Patrick Ross

WHEREAS CADC is a well established development corporation with expertise in property development; and

WHEREAS CADC has offered their expertise to assist the Town with economic development and has been working with the Town on several projects, including the development of the Southport Motel property, and the development of a nearshore centre; and

WHEREAS the Town purchased 2% of the shares in CADC for the appraised value of $132,500, with an option to sell the shares back to the Province at the same price after two years if the Town is not satisfied with the arrangement, and the Province has loaned the money to the Town at the prevailing interest rate during the two-year period.

WHEREAS the two-year period on the CADC offer has expired and the Town of Stratford would like to retain the shares of CADC, so they can continue to work on our behalf.

BE IT RESOLVED that the purchase of the CADC shares be confirmed and that the $132,500 be paid from the capital project fund reserve.

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

Question: **CARRIED**

Mayor Jenkins stated that he would like to invite our new school board trustee to the next Committee of the Whole meeting. He would also like to send a letter of thanks to out-going trustee Phil Matusiewicz for all the support he gave over the past few years.

Mayor Jenkins took a moment to congratulate Councillor Gallant on his election to the French school board.

15. SAFETY SERVICES AND ENVIRONMENT

a) Report

A complete written report was included in the package for Council to review. Councillor Ross noted that Katherine Clough attended the meeting and spoke on the sustainability plan and she will be returning to wrap things up in the fall.

b) Street Lights

Councillor Ross noted that seven energy efficient street lights have been installed on a trial basis on the Kinlock Road from the golf course entrance to MacLauchan Drive. He noted that he has received a few complaints from people who are finding it too bright because there are lights on every post. Robert noted that our policy sets the standard for lights in subdivisions in regards to spacing - for safety purposes.

c) Humane Society Report

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

d) RCMP Report

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

It was noted that Staff Sgt. Neil Smith is retiring this month and Councillor Clow suggested that he be given a token of our appreciation for all his service. Mayor Jenkins agreed that Staff Sgt. Smith gave exemplary service to the Town during his tenure here and he would like to invite him to attend July's Council meeting for a presentation to show our appreciation.

Councillor Clow noted that the DARE Graduation Ceremonies are taking place this evening at Glen Stewart School. It is a great program and 125 grade six students will be graduating from the program this evening.

e) **Cross Roads Rural Community Fire Company**

Councillor Ross noted that Councillor Griffin made a presentation to Wilf Jay, Cross Roads Fire Chief, at the last Safety Services and Environment Committee meeting, to thank him for his years of continued service.

f) **Public Transit**

No Report

16. ECONOMIC DEVELOPMENT COMMITTEE

a) No Report

b) **Resolution ED002-2008 Appointment of CADC Board Member Representative**

Moved by Councillor Emile Gallant
Seconded by Deputy Mayor Steve MacDonald

WHEREAS Frank MacIntyre has served as the Town's representative on the CADC Board in accordance with the share purchase agreement allowing a voting representative to the Board; and

WHEREAS Mr. MacIntyre has agreed to serve another term as the Town's representative.

BE IT RESOLVED that Frank MacIntyre be hereby re-appointed as the Town's representative on the CADC Board until the next CADC annual meeting in 2009.

Discussion: None
Question: **CARRIED**

It was noted that on June 2, Doug Deacon started his position with the Town as sustainable economic development officer. Mayor Jenkins noted that a workplan is being drafted for Mr. Deacon, and if anyone has any suggestions they would like to see added, please forward them to Robert.

17 HUMAN RESOURCE COMMITTEE

a) No Report

18. OTHER COMMITTEES

a) **Stratford Seniors Complex**

A complete written report was included in the package for Council to review. Deputy Mayor MacDonald noted that there was an inspection of the building conducted to determine what repair work is required and a list has been complied.

It was noted that there is an on-going issue with sorting of the garbage and a letter will be circulated to all residents.

Deputy Mayor MacDonald noted that there was one vacancy in the complex and that has been filled.

19. PROCLAMATION

Nil

20. OTHER BUSINESS

It was noted that the Town was presented with an Environmental Award for our sustainability and environmental initiatives, and Deputy Mayor MacDonald attended the ceremony on behalf of the mayor and the Town to accept the award from the Lieutenant Governor. It was noted that Councillor Diane Griffin was also a recipient of an Environmental Award.

21. ADJOURNMENT

There being no further business, the monthly Council meeting adjourned at 5:55 p.m.

Kevin Jenkins, Mayor

Robert Hughes, CAO