REGULAR MONTHLY COUNCIL MEETING
November 12, 2008
Approved Minutes

DATE: November 12, 2008
TIME: 7:34 p.m. - 8:25 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Steve MacDonald; Councillors Gary Clow; 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; Vahid Ghomoshchi, Director of Planning and Mary McAskill, Recording Clerk

REGRETS: Councillor Emile Gallant and Councillor Sandy McMillan

CHAIR: Mayor Kevin Jenkins

1. CALL TO ORDER
Mayor Kevin Jenkins called the November 12, 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 Patrick Ross and seconded by Councillor Diane Griffin that the agenda be approved with the following additions: under #20 Other Business - a) Hosting of FPEIM Semi-Annual Meeting b) FPEIM Board Member and c) Chairs and Vice-Chairs for 2009.

Discussion: None
Question: **CARRIED**

3. MINUTES
It was moved by Councillor Gary Clow and seconded by Councillor Patrick Ross that the Regular Monthly Meeting Minutes of October 8, 2008 and the Special Council Meeting of October 24, 2008 be approved as circulated.

Discussion: None
Question: **CARRIED**

4. PRESENTATIONS
Nil

5. CARI
Included in the agenda package for review. Ron stated that the Board is in the process of preparing the 2009 operations budget. He also noted that CARI is preparing to host the 2009 Canada Games from November 18 - 22, and will play host to the World Sledge Hockey Tournament which is a world class event.

6. CORRESPONDENCE

Included in the agenda package for Council to review is a list of all correspondence received since the last Council meeting.

7. MAYOR'S REPORT

Included in the agenda package for Council to review.

8. CHIEF ADMINISTRATIVE OFFICER

Included in the agenda package for Council to review. Robert noted that there was a meeting held earlier today on the provincial/municipal study issue, and December 1was tentatively set to meet with the three Councils (Charlottetown, Cornwall and Stratford) to discuss the draft report. Mayor Jenkins added that this is a significant issue and may be the biggest issue that Council will face over the next couple of years.

9. PUBLIC WORKS

a) Report

Included in the agenda package for Council to review. Deputy Mayor MacDonald gave a brief overview of his report noting that we have hired a person from EDA to fill a 13 week position. She is currently working on completing some painting and cleaning of the buildings, and will be assisting with the Christmas decorating.

Deputy Mayor MacDonald noted that Collaborate Planning and Design has been selected as the consultant for the Active Transportation Plan, and the work on the plan is already underway.

It was noted that the trail that runs along Mutch Drive has been paved and is now wheelchair accessible. The trail that runs between Shakespeare Drive and Hopeton Road and the underpass were also paved. The two new trail sections that were selected this year have also been tendered and construction will start November 17. The first trail to be constructed is between MacLauchlan Drive and Bonavista Drive and carried on to the park; and the second section of trail will be from Paget Crescent to the Keppoch Road.

b) Resolution PW001 - 2008 Snow Removal Tender - Sidewalks

Moved by Deputy Mayor Steve MacDonald
Seconded by Councillor Gary Clow

WHEREAS tenders for snow removal, including gst, for sidewalks were received as follows:

Snow Removal Sidewalks	Hourly Rate 2008/2009	Hourly Rate 2009/2010	Option Hourly 2010/2011	Standby Rate 2008	Standby Rate 2009	Option Standby 2010

Macrae's Backhoeing	$98.91	$101.01	$103.11	$131.25	$131.25	$131.25
Gaudet Snow Removal	$110.25	$110.25	$112.35	$136.50	$136.50	$141.75

AND WHEREAS tenders were reviewed by the Public Works Committee.

BE IT RESOLVED THAT the contract for snow removal for sidewalks be awarded to MacRae's Backhoeing and Trucking for a two year period commencing November 1, 2008.

Discussion: Councillor Ross asked what we paid last year and Jeremy replied that it was approximately one-third of what we are going to pay this year. There was some discussion on the price of gas and Councillor Ross noted that the price of gas has dropped considerably over the past month and he would like to see the starting rate reflect the current prices. Deputy Mayor MacDonald stated that when we awarded the tender it was based on the prices at that time, and the way the contract reads, we can ask for a decrease and they can ask for an increase (de-escalation clause). Robert stated that he would caution going back out to tender because of a fuel price change because we have an obligation to act in good faith. If we don't make a substantial change to the contract and we re-tender, we would not be acting in good faith.

It was noted that this resolution bears the recommendation of the Public Works Committee.

Question: **CARRIED**

b) <u>Resolution PW002-2008 Snow Removal Tender - Town, Utility and Seniors Properties</u>

Moved by Deputy MacDonald
Seconded by Gary Clow

WHEREAS tenders for snow removal, including gst, for Town, Utility and Seniors were received as follows:

Town Property Tender Analysis						
	MacRae Backhoe and Trucking			Gaudets Snow Removal		
	Price	GST	Total	Price	GST	Total
Town Properties						
2008/09 Fixed Rate	$17,500	$875	$18,375	$17,200	$860	$18,060
2009/10 Fixed Rate	$17,500	$875	$18,375	$17,200	$860	$18,060
2010/11 Option Year	$17,500	$875	$18,375	$17,300	$865	$18,165

Seniors Property						
2008/09 Fixed Rate	$2,800	$140	$2,940	$2,400	$120	$2,520
2009/10 Fixed Rate	$3,000	$150	$3,150	$2,400	$120	$2,520
2010/11 Option Year	$3,200	$160	$3,360	$2,700	$135	$2,835
Utility Properties						
2008/09 Fixed Rate	$5,500	$275	$5,775	$5,000	$250	$5,250
2009/10 Fixed Rate	$5,500	$275	$5,775	$5,000	$250	$5,250
2010/11 Option Year	$5,700	$285	$5,985	$5,500	$275	$5,775
Total Tender						
2008/09 Fixed Rate	$25,800	$1,290	$27,090	$24,600	$1,230	$25,830
2009/10 Fixed Rate	$26,000	$1,300	$27,300	$24,600	$1,230	$25,830
2010/11 Option Year	$26,400	$1,320	$27,720	$25,500	$1,275	$26,775
Optional Hourly Rates						
2008/09 Hourly Rate	$125.00	$6.25	$131.25	$100.00	$5.00	$105.00
2009/10 Hourly Rate	$125.00	$6.25	$131.25	$100.00	$5.00	$105.00
2010/11 Option Year	$125.00	$6.25	$131.25	$105.00	$5.25	$110.25

AND WHEREAS tenders were reviewed by the Public Works Committee.

BE IT RESOLVED THAT the contract for snow removal for Town, Utility, and Seniors' Properties be awarded to Gaudets Snow Removal for a two year period commencing November 1, 2008 as outlined in the table above.

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

Question: **CARRIED**

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

a) <u>Report</u>

Included in the agenda package for Council to review. Councillor Ross gave a brief overview of the report noting that the new utility truck has arrived and staff is pleased to have it.

Councillor Ross stated that the backup power for Pondside has been awarded to WM&M and noted that this will be covered under the strategic funding.

It was noted that the Town will be taking over the Reeves Estates water system. Both the province and the current owners were asked to contribute financially to the take-over, but the province replied that they are unable to contribute. The current owners agreed to provide some funding and the upgrades for the take-over are currently underway. It was noted that the Bunbury water project completion date is December 22, 2008.

Councillor Ross stated that the committee held a special meeting to discuss the regional water supply information that we had received. He noted that the plan at this point is to have our consulting firm do some well field exploration work. There are some preliminary things that need to be done, as there are significant government regulations that must be met.

Mayor Jenkins asked about the lagoon options study noting that this is of significant importance to the Economic Development Committee, and Councillor Ross replied that Jeremy is gathering information on the different systems and their costs, and he will be bringing this information to the Committee of the Whole.

b) Financial Report

A copy of the financial statements was included in the package.

c) Resolution SUC10-2008 - Amendment to Bylaw #21, Water and Sewer Customer Service Regulations Bylaw Amendment, 2nd Reading

Moved by Councillor Patrick Ross
Seconded by Deputy Mayor Steve MacDonald

WHEREAS section 67 (Frontage Charges) of the Stratford Utility Corporation Customer Service Regulations Bylaw, Bylaw #21, states:

"The applicable frontage for lots with service being placed on more than one side shall include the length of the longest side only, the shorter sides shall not be included in the total applicable frontage"

AND WHEREAS the Utility wishes to change this to state:

"The applicable frontage for lots with service being placed on more than one side will be calculated based on ***the average length of both sides, subject to a minimum length as set out in the tariff or a policy****"*

BE IT RESOLVED that the attached Bylaw, Bylaw #21-D, a Bylaw to amend the Stratford Utility Corporation Customer Service Regulations Bylaw, Bylaw #21, be hereby read and approved a second time.

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

Question: **CARRIED**

d) Resolution SUC011-2008 - Amendment to Bylaw #21, Water and Sewer Customer Service Regulations Bylaw Amendment - Adoption

Moved by Councillor Patrick Ross

Seconded by Councillor Diane Griffin

WHEREAS Bylaw #21-D, a Bylaw to amend the Stratford Utility Corporation Customer Service Regulations Bylaw, Bylaw #21, section 67 (Frontage Charges) of the Stratford Utility Corporation Customer Service Regulations Bylaw, Bylaw #21, was read and approved a first time on July 9, 2008; and

WHEREAS Bylaw #21-D, a Bylaw to amend the Stratford Utility Corporation Customer Service Regulations Bylaw, Bylaw #21, section 67 (Frontage Charges) of the Stratford Utility Corporation Customer Service Regulations Bylaw, Bylaw #21, was read and approved a second time on November 12, 2008; and

BE IT RESOLVED that Bylaw #21-D, a Bylaw to amend the Stratford Utility Corporation Customer Service Regulations Bylaw, Bylaw #21, be formally adopted and that the Mayor and Chief Administrative Officer be authorized to affix their signatures and the corporate seal of the Town thereto and to formally declare the said Bylaw passed.

Discussion: None
Question: **CARRIED**

11. RECREATION REPORT

a) Report

A complete written report was included in the agenda package for Council to review. Councillor Clow gave a brief overview of the report noting that Scott Cudmore, chair of the Arts and Culture Committee, gave a presentation explaining their vision and strategy plan. The committee suggested some changes to the proposal and Mr. Cudmore will take these suggestions back to his committee for further discussion.

Councillor Clow noted that the fall and winter programs are up and running and a complete list is included in the agenda package. A new playground structure was installed at the Stratford Town Centre and it has already attracted a lot of traffic.

It was noted that the Town hosted two national championships this year - most recently playing host to the under 14 Canadian National Soccer Championships.

The Events Committee is busy planning this year’s Children’s Christmas Party and the New Year’s Levee. Councillor Clow noted that the Remembrance Day Ceremony was very well attended and things went well. He added that we will continue to make changes as required.

12. FINANCE & ADMINISTRATION

a) Report

A complete written report was included in the agenda package for Council to review. Vice Chair Diane Griffin noted that the two main things that the committee is dealing with are ensuring that the 2008 budget is on track, and the second major item is the 2009 budget. Councillor Griffin noted that a pre-budget meeting has been scheduled for Wednesday, November 19, and this is an opportunity to advise the residents of what has taken place in 2008 and the plans for 2009. She also noted that the Finance Committee is recommending that there be no tax increase in 2009, and that Council be very prudent in their budgeting.

Mayor Jenkins stated that what is new from year 2009 on is that we are dependant on a grant and we may or may not receive the same amount of money. He noted that this is a significant concern and Councillor Griffin agreed. Councillor Ross added that we could find ourselves revamping our budget. It was also noted that we have advised the province of our budget process and timeline.

b) Financial Statements
A copy of the financial statements was included in the agenda package.

13. PLANNING & HERITAGE

a) A complete written report was included in the agenda package for Council to review. Councillor Ross noted that there will be a Wind Energy (proposed bylaw) Public Meeting on Tuesday, November 18 at 6:00 p.m.

b) October 2008 Permit Summary
Included in package for Council to review.

c) Resolution PH017-2008 - On-Site Septic System Requirement

Moved by Councillor Patrick Ross
Seconded by Deputy Mayor Steve MacDonald

WHEREAS Council passed a resolution (PH028-2003) waiving the requirement for an engineer to design and certify new septic systems for that part of the rural residential zone that was designated to be serviced with some form of central sewer; and

WHEREAS when Town's Official Plan was revised in 2003 it included a plan action statement stating that Council shall require that all new on-site septic systems proposed in those areas which are not designated to receive sewer services in the near future be designed and certified by an engineer until such time as the Provincial Government either raises its design and inspection standards and/or licenses Site Assessors; and
WHEREAS in June of 2007 the Province developed a Pilot Program for the design and installation of On-Site Sewage Disposal Systems which includes a comprehensive set of (Interim) Technical Guidelines and also now allows for contractors to become Licensed Site Assessors; and

WHEREAS this new Pilot Program is in place which fulfills the Town's plan action statement requiring increased Provincial Standards and having Licensed Site Assessors.

BE IT RESOLVED that the requirement for an engineer to design and certify new and replacement septic systems be waived for all areas within the Town except for the Agriculture Reserve Zone, subject to the system being designed and installed by a Licensed Contractor in accordance with the Provincial (Interim) Technical Guidelines for On-Site Sewage Disposal Systems.

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

d) Resolution PH018-2008 - Street Name Requests - Marshall MacPherson - PURD Zone Development - Kinlock Road

Moved by Councillor Patrick Ross
Seconded by Diane Griffin

WHEREAS a written request has been received from Marshall MacPherson Ltd. to name the new private street **EDGEVIEW COURT** that will be constructed on parcel numbers 865550 to access a new 24 Unit Town House/Condo Development; and

WHEREAS the name **EDGEVIEW COURT** meets Civic Addressing and Canada Post Standards.

BE IT RESOLVED that Council grant approval to name the new private street on PID 865550 as follows:

- **EDGEVIEW COURT**

Discussion: None
Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

Nil

15. SAFETY SERVICES AND ENVIRONMENT

a) Report

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

b) Street Lights

No Report

c) Humane Society Report

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

d) RCMP Report

No Report

e) Cross Roads Rural Community Fire Company

No Report

f) Public Transit

Councillor Griffin noted that the transit ridership is good - especially the loop south of the Trans Canada Highway. She stated that a request is being considered for some "tweaking" to the second route, north of the Trans Canada Highway, and will be discussed further at the next meeting.

Another issue being discussed by the committee is the Nuisance Bylaw. Initially, we were looking at this from the various noise complaints we received over this past summer. However, the other issue is the problem with litter such as flyers being thrown at the end of people's driveways. Councillor Griffin noted that she has been in contact with the Guardian office and advised them that this is unacceptable and we will be looking at our bylaw in regards to dealing with the problem.

Councillor Griffin noted that the preliminary results of the transit survey are included in the agenda package.

16. ECONOMIC DEVELOPMENT COMMITTEE

a) Report

Included in the agenda package for Council to review. Mayor Jenkins noted that we had a good discussion with Ron Waite from CADC at our last meeting.

Mayor Jenkins noted that another issue the committee has been discussing is adopting a tax incentive for sustainable commercial building design and a resolution has been put forward.

b) <u>Resolution ED003 - 2008 Sustainable Building Design Tax Incentive Policy - Adoption</u>

Moved by Councillor Patrick Ross
Seconded by Councillor Diane Griffin

WHEREAS the Town of Stratford has adopted a community sustainability plan and decision making framework to move the Town toward a more sustainable future; and

WHEREAS one of the objectives of the Town's sustainability plan is to encourage Town businesses to be more sustainable; and

WHEREAS one of the ways the Town can do this is to provide a tax incentive to encourage new and renovated commercial, institutional and high density residential construction to be built to a sustainable building standard such as LEED or Green Globes.

BE IT RESOLVED that the attached Sustainable Building Design Tax Incentive Policy, Policy # 2008-ED-01, be hereby adopted.

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

Mayor Jenkins stated that the intent of this policy is to provide incentive for builders to build to a higher standard and will be set for a five-year period.

Question: **CARRIED**

17. <u>HUMAN RESOURCE COMMITTEE</u>

The next HR Committee meeting will immediately following this Town Council meeting.

18. <u>OTHER COMMITTEES</u>

a) <u>Stratford Seniors Complex</u>

Included in the agenda package for Council to review.

19. <u>PROCLAMATION</u>

Nil

20. <u>OTHER BUSINESS</u>

a) <u>FPEIM SEMI-ANNUAL MEETING</u>

Mayor Jenkins stated that the Town of Stratford will now be hosting the FPEIM Semi-Annual Meeting on Saturday, November 29, 2008.

b) **FPEIM BOARD MEMBER**

It was noted that changes to the FPEIM's constitution will allow Stratford to have a full fledged board member and Mayor Jenkins stated that if anyone is interested in sitting on the Board to please let him know. A final decision will be made at the Committee of the Whole meeting.

c) **CHAIRS AND VICE-CHAIRS OF COMMITTEES**

Mayor Jenkins noted that at the end of this year the chairs and vice-chairs of each committee will change. He noted that he is in the process of meeting with each Councillor individually to discuss their specific interests and hopes to have a draft plan to present at the next Committee of the Whole meeting later this month.

21. ADJOURNMENT

There being no further business, the monthly Council meeting adjourned at 8:42 p.m.

Steve MacDonald, Deputy Mayor	**Robert Hughes, CAO**