

REGULAR MONTHLY COUNCIL MEETING

October 14, 2009

Approved Minutes

DATE: October 14, 2009
TIME: 7:30 p.m. - 9:13 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Mayor Kevin Jenkins; Deputy Mayor Sandy McMillan; Councillors Steve MacDonald; Patrick Ross; Emile Gallant; Diane Griffin; Robert Hughes, CAO; Vahid Ghomoshchi, Director of Planning; Jeremy Crosby, Manager Public Works and Utility; Joanne Weir, Recreation Coordinator and Mary McAskill, Recording Clerk

REGRETS: Councillor Gary Clow; Kim O'Connell, Manager of Finance and Administration and Ron Fisher, Recreation Director

CHAIR: Mayor Kevin Jenkins

1. CALL TO ORDER

Mayor Jenkins called the October 14, 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 Deputy Mayor McMillan seconded by Councillor Steve MacDonald that the agenda be approved with the following change: item # 13 Planning and Heritage moved up to become item #9.

Discussion: None

Question: **CARRIED**

3. MINUTES

It was moved by Councillor Emile Gallant and seconded by Councillor Diane Griffin that the Regular Monthly Meeting Minutes of September 9, 2009 and the Special Council Meeting Minutes of September 23, 2009 be approved as circulated.

Discussion: None

Question: **CARRIED**

4. PRESENTATIONS

Nil

5. CARI REPORT

Report is included in the package for Council to review.

Councillor Gallant stated that there was a news story regarding CARI and it was reported that they will be coming back to the Town looking for more funding. Mayor Jenkins stated that what he understood from the report was that Charlottetown had budgeted a certain amount of money for CARI, and it turned out to be much greater than the budgeted amount the past few years, so they will budget for a more realistic contribution for CARI. They are not necessarily coming back to the funding partners.

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 briefly highlighted his report noting that some of the events he attended were the FPEIM Board meeting, the Douglas Cardinal presentation, the Chamber breakfast presentation and the Island East meeting in Montague. Mayor Jenkins noted that there were some events that he was unable to attend, and thanked Deputy Mayor McMillan for filling in for him.

8. CHIEF ADMINISTRATIVE OFFICER

Included in the package for Council to review. Robert gave a brief overview of his report noting that the flu pandemic plan has been completed and staff is now in the process of carrying out the items we identified for pandemic actions. He also noted that he has completed the water safety plan draft and it will be reviewed at the next Utility Board meeting.

Robert stated that our website has been hosted for some time on a server that was to be decommissioned. He noted that the server has crashed and our website is down. If we are unable to get it back up right away, we will launch our new website which is approximately 80 - 90% complete.

9. PLANNING AND HERITAGE

a) Report

Included in the package.

b) Building Permit Summary

Included in the package.

c) PH031-2009 - DP131-09 - T.S. Magnum Ltd. - 26 Unit Apartment Building - 280 Shakespeare Drive

Moved by Deputy Mayor McMillan

Seconded by Councillor Steve MacDonald

WHEREAS an application has been received from T.S. Magnum Ltd. to construct a 3 story (30,642 square foot), 26 unit apartment building on Lot 4-8 (78,882 sq. ft.) Located at 280 Shakespeare Drive within the Town Centre Residential Zone (TCR); and

WHEREAS the proposed 26 Unit building will be fully serviced with both municipal sewer and water and driveway access to the building will be through the existing 50 foot access to Shakespeare Drive; and

WHEREAS the proposed building is located within the Core Area, Town Centre Residential Zone (TCR) therefore requiring the building to be designed using the Architectural Design Guidelines as outlined in Appendix “D” of Bylaw 29-A.

BE IT RESOLVED that approval be granted to an application received from T.S. Magnum to construct a 3 story (30,642 square foot), 26 unit apartment building on Lot 4-8 (78,882 sq. ft.) located at 280 Shakespeare Drive subject to the following conditions:

1. Conformance with the conceptual drawings as attached to the application submitted to the Town. Any changes or revisions shall be subject to review of Stratford Town Planning and approval of Council if necessary.
2. That a complete set of Architectural Drawings must be submitted by an Architect and/or Engineer prior to a permit being issued.
3. That a Building Code Design Certificate be submitted from the Architect and/or Engineer.
4. That a Certificate of Compliance be submitted from the Architect and/or Engineer upon building construction completion.
5. That comments and/or approvals shall be received from the following:
 - a) Department of Transportation and Public Works
 - b) Stratford Utility Corporation
6. That a stormwater management plan be designed by a qualified engineer and submitted for review by the Town.
7. That a detailed Landscape and Screening Plan designed by a Landscape Architect be submitted for approval by the Town.

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

Mayor Jenkins asked to view the location on an area map. It was explained that as you come out of the Town Hall there are a group of town houses and there is an entrance beside the fiveplex - it will go right in there. A concept plan of the apartment building was

displayed. Deputy Mayor McMillan stated that the arrangement is that the building will be at the back of the property and the parking will be in front as you come in off of Shakespeare Drive. She also noted that there is a tree line there that should be preserved as much as possible, as it acts as a break from the Town property.

Councillor McMillan stated that it is a nice building and is an as of right use.

Question: **CARRIED**

b) **Resolution PH032-2009 - SD016-09 - Clearview Estates Phase II - 30 Lot Subdivision**

Moved by Deputy Mayor McMillan
Seconded by Emile Gallant

WHEREAS an application has been received from Clearview Estates (2001) Inc. to subdivide parcel number 289637 (a portion of approx. 47.68 acres), located within the Single Family Residential Zone (R1-L) into 30 lots for single family residential development; and

WHEREAS currently Clearview Estates has 68.38 acres of land available for development, but due to unknowns at this time, the developers are only proposing to develop approx. 47 acres in the southern part of the property and then re-evaluate developing the remaining 21 acres closer to the TCH in the future; and

WHEREAS the lots proposed within this subdivision will be serviced with municipal sewer that is already available in the area and Municipal water which is not available in the immediate area, therefore the developer must construct a water supply system that will be turned over to the Stratford Utility Corporation for ownership and operation; and

WHEREAS the parkland dedication for the proposed 30 lot subdivision (totaling 47.68 acres) consists of 2 areas within the centre of each enlarged cul-de-sacs shown on the plan and total 2.79 acres combined. This area only calculates to be 5.8% parkland dedication within this 47.68 acre portion; however, the original concept plan shows an additional 13.2 acres of open space to be dedicated in the remaining 21 acres of land which would place the overall parkland dedication for the entire 68.38 acres at 15.99 acres in total or 23.4%. Due to the future road development plans to be somewhat unknown at this time for the remaining 21 acres closer to the TCH, the proposed 2.79 acres within this phase should be sufficient for this portion and the overall parkland dedication will be further evaluated when the remaining lands are proposed for development.

BE IT RESOLVED that preliminary approval be granted to an application received from Clearview Estates (2001) Inc. to subdivide parcel number 289637 (a portion of approx. 47.68 acres) into 30 lots for single family residential development subject to the following conditions:

1. Conformance with the concept plan prepared by P. Wood and Associates and drawn by ADI Limited, Project No. (81) 6416-001.1.
2. That a subdivision storm water management plan shall be completed by a licensed engineer and approved by the Town of Stratford in accordance with the concept plan submitted.
3. That a parkland dedication of 2.79 acres (or 5.8%) as shown on the concept plan shall be deeded to the Town as part of this 47.68 acre development and the remaining parkland dedication for the overall 68.38 acres shall be re-evaluated when the future 21 acres of land are proposed for development.
4. That comments and approval shall be received from the Active Transportation Committee regarding the location of proposed trails within the subdivision.
5. That the concept design meets all the Provincial Government requirements and approved by the PEI department of Environment, Energy and Forestry.
6. That the concept design meets all the Provincial Government requirements and approved by the PEI department of Transportation and Public Works.
7. That new sewer and water services shall be designed in accordance with the Stratford Utility Corporation Servicing Standards and a Utility Agreement shall be executed between the Developer and the Stratford Utility Corporation.
8. All other relative provisions of the Town of Stratford Zoning and Subdivision Control (Development) Bylaw being satisfied prior to obtaining a preliminary approval.

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

Councillor Ross asked if the trails will be known before the subdivision goes in and Councillor McMillan replied that there are some trails already delineated on the plan. She noted that the reason that condition #4 is included in the resolution is because there was discussion about an existing trail that runs along the southern border

of the property that has been maintained for many years by residents. There is some hesitation by the residents about using that area as a trail, but we think we can find another outlet so we can connect with the existing trail. This will be done in conjunction with the active transportation group.

Robert noted that the chair of the Active Transportation Committee attended a meeting with the developer and the province. There are regular meetings held with all the interested parties and they did request that trail which runs along the southern boundary of the property, but the developer did not want to give the land at the back of those lots and refused the request. Robert noted that the clause is in the resolution because planning board was not fully satisfied with that. Councillor Ross asked if this is something we want to address before we move ahead? We want everyone to come to an agreement before the lots are sold off. Deputy Mayor McMillan replied that it is a condition that must be approved by the Active Transportation Committee and they don't have the 'go ahead' until all the conditions have been satisfied.

Mayor Jenkins noted that he wanted to raise the point of future dedication, as opinions may vary after 10 or 15 years have past. Robert agreed noting that we can ask the developer to have any future dedication registered on the deed.

Question: **CARRIED**

c) **Resolution PH033-2009 - VA007-09 - Cliff Campbell - Height Variance Request for Private Detached Garage - 4 Alexandra Court**

Moved by Deputy Mayor McMillan
Seconded by Emile Gallant

WHEREAS an application has been received from Cliff Campbell to construct a 832 square foot private detached garage with a roof height of 19'-10" on parcel number 622217 located at 4 Alexandra Court; and

WHEREAS Mr. Campbell is requesting to construct the new garage with an overall roof height of 19'-10" in order to allow enough height to store his travel trailer. Mr. Campbell is requesting a height variance of 4'-10" (or 32.2%) to the maximum building height of fifteen (15') feet for any private detached garage. The applicant, therefore, is seeking a height variance **from 15' to 19'-10"**; 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; and

WHEREAS six (6) notification letters were sent to property owners within 200 feet of the subject property to solicit their comments on the height variance request and no negative comments have been received.

BE IT RESOLVED that approval be granted to an application received from Cliff Campbell for a roof height variance of 4'-10" (or 32.2%) on parcel number 622217 located at 4 Alexandra Court to allow for the construction of an 832 square foot private detached garage with an overall roof height of 19'-10".

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

Mayor Jenkins asked what the maximum square footage is for a detached garage and Robert replied that it depends on the size of the property. There was some discussion on the actual size of the lot and it was agreed that the resolution could be approved - subject to the lot being over one acre in size.

Question: **CARRIED**

d) **Resolution PH034-2009 - Street Name Request - Strawberry Hill Subdivision**

Moved by Deputy Mayor McMillan

Seconded by Councillor Steve MacDonald

WHEREAS a request has been received from Gordon MacPherson to name the new streets being constructed within the Strawberry Hill Subdivision on parcel number 859009 as follows:

- **STRAWBERRY LANE**
- **ASPIN CRESCENT**
- **EDIES WAY**

BE IT RESOLVED that we grant approval to a request from Gordon MacPherson to name the new streets being constructed within the Strawberry Hill Subdivision on parcel number 859009 (as shown on the attached map) as follows:

- **STRAWBERRY LANE**
- **ASPIN CRESCENT**
- **EDIES WAY**

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

There was some discussion on the 'Way' of Edies Way. It was felt that it should be street, drive or lane. Councillor Griffin stated that she would like to make a motion to change Edies Way to Edies Lane.

Amendment It was moved by Councillor Griffin and seconded by Councillor Ross to amend the resolution to read Edies Way. However, Mayor Jenkins felt there should be some discussion with the developer before a change is made. It was agreed that Strawberry Lane and Aspin Crescent would be approved and Edies Way would be deferred until next month to allow some time for a discussion with the developer.

Question on Amendment to change Edies Way to Edies Lane.
WITHDRAWN

Amended Resolution **WHEREAS** a request has been received from Gordon MacPherson to name the new streets being constructed within the Strawberry Hill Subdivision on parcel number 859009 as follows:

- **STRAWBERRY LANE**
- **ASPIN CRESCENT**

BE IT RESOLVED that we grant approval to a request from Gordon MacPherson to name the new streets being constructed within the Strawberry Hill Subdivision on parcel number 859009 (as shown on the attached map) as follows:

- **STRAWBERRY LANE**
- **ASPIN CRESCENT**

Discussion: **CARRIED**

10. PUBLIC WORKS AND PROPERTY

a) Report

A complete written report was included in the package for Council to review. Councillor Griffin noted that there was some discussion regarding the repair of the Bunbury rink and rink building. She noted that this issue overlaps with the recreation department, and will also be going to the Committee of the Whole for discussion.

Councillor Griffin noted that the Town's new environmentally sustainable vehicle has now been 'wrapped' with our logo, as well as the slogan Sustainable Stratford. It was noted that the provincial department of highways has approached the Town

and said that they would be resurfacing the section of road from Stratford Road up to Golfview Drive and the Town has agreed to pay for bike lanes on both sides of the road.

Mayor Jenkins asked for an update on the trail construction and Jeremy replied that the Williams Gate trail will start within the next two weeks and notification will be sent to residents in the area.

Councillor Ross asked about the bike lane signs, and Robert replied that we had requested bike lane signs, but the province decided to put in *share the road* signs.

b) Resolution PW003 - 2009 Keppoch Road Improvements Phase I

Moved by Councillor Diane Griffin

Seconded by Emile Gallant

WHEREAS the “Keppoch Road Improvements Phase I” tender closed on Thursday, September 24, 2009; and

WHEREAS the public works portion for the above project (i.e., sidewalk/bike path construction) is \$309,707.59 including engineering; and

WHEREAS the budget for this project is \$335,000.00.

BE IT RESOLVED that the tender submitted by Birt & MacKay be accepted.

Discussion: None

Question: **CARRIED**

11. STRATFORD UTILITY CORPORATION

a) No Report

Councillor McMillan noted that a meeting was held Tuesday, October 13 and the Utility Board approved the Final Report on the wastewater treatment plant options. She noted that before any decision is made there will be further discussion, as well as some number crunching.

b) Financial Statements

Included in the package.

c) Resolution SUC011-2009 - Utility Customer Capital Contribution Policy

Moved by Deputy Mayor McMillan

Seconded by Councillor Gallant

WHEREAS the Utility Customer Capital Contribution Policy required some changes/additions.

BE IT RESOLVED that the attached policy, Policy # 2009-SU-01, be hereby adopted.

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

Robert noted that the change is being made to allow residents who are being serviced with water and sewer simultaneously, to pay over a ten year period (instead of five).

Question: **CARRIED**

Mayor Jenkins asked when the RBC would be installed in the lagoon and Jeremy replied that when it was shipped to us there were some parts missing and we are waiting for them to arrive.

11. **RECREATION REPORT**

d) **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 the fall and winter program flyer was distributed to residents the second week of September.

Councillor MacDonald noted that all minor baseball programs have finished for the 2009 season adding that this year we had more teams in the "A" division than in previous years.

It was noted that a youth dance was held on Friday, September 18. It was well attended and there were no incidents.

13. **FINANCE & ADMINISTRATION**

a) **No Report**

Councillor Ross noted that we are getting ready for the budget process. He noted that department managers are preparing their upcoming budgets and we are starting to receive the 'wish lists'.

Councillor Ross noted that the mother board and the terminal server on the ARC/GIS System is not working very well, and as a result we have had to purchase a new one.

b) **Financial Statements**

Included in the package for Council to review.

c) **Resolution FA013-2009 Tangible Capital Asset Policy**

Moved by Councillor Patrick Ross

Seconded by Diane Griffin

WHEREAS the Public Sector Accounting Board (PSAB) that governs the financial accounting functions for municipalities in Canada introduced a new requirement for the accounting of Tangible Capital Assets; and

WHEREAS PS 3150 requires municipalities to report Tangible Capital Assets on their statement of financial position (i.e. Balance Sheet) effective January 1, 2009 and that Tangible Capital Assets be amortized on the Statement of Operations (i.e. Income Statement).

BE IT RESOLVED that the attached Tangible Capital Asset Policy, Policy #2009-FA-02, be hereby approved, and Fixed Asset Capitalization and Depreciation Policy # 2004-FA-01, be hereby rescinded.

Discussion: This resolution bears the recommendation of the Finance and Administration Committee and the Committee of the Whole.

Mayor Jenkins feels that we are well prepared for this, as we have already been doing some of the things in the policy in preparation of the new requirement. Robert added that the real purpose behind PSAB 3150 is to make sure municipalities are managing their capital assets.

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

a) Resolution CW004 - 2009 Supporting the Sea King Helicopter Crew

Moved by Councillor Patrick Ross

Seconded by Diane Griffin

WHEREAS the members of 423 (MH) Squadron, HMCS Fredericton Air Detachment Sea King are being deployed overseas soon; and

WHEREAS one of the members of the crew of the 423 (MH) Squadron, HMCS Fredericton Air Detachment is the brother of Councillor Patrick Ross; and

WHEREAS the Town of Stratford would like to show its' support for the members of this crew who recently visited the Town to display the Sea King to Town residents, particularly our children, and demonstrate what they do for our Country; and

WHEREAS the Town of Stratford is a proud supporter of our Troops.

BE IT RESOLVED that the Town of Stratford sponsor the 423 (MH) Squadron, HMCS Fredericton Air Detachment and establish an ongoing relationship with the Sea King crew to show our support.

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

Deputy Mayor McMillan asked for the definition of sponsorship. Councillor Ross replied that it will not be a major financial contribution, but an in-kind service noting that our current 'Red Fridays' is one way we show our support and sponsoring.

Question: **CARRIED**

15. **SAFETY SERVICES AND ENVIRONMENT**

a) **Report**

A complete written report was included in the package for Council to review. Councillor Gallant noted that the next meeting will be held on October 19 and the committee will be discussing the feedback that was received (*from the public meeting and emails*) on the draft Noise and Nuisance Bylaw. The committee will then make a recommendation that will be forwarded to the Committee of the Whole for further discussion and consideration.

b) **Street Light Report**

Nil

c) **RCMP Report**

The RCMP report for the month of September was included in the meeting package for Council to review. Councillor Gallant stated that the Safety Services and Environment Committee will be discussing a long term plan for the RCMP. Office requirements and a citizen clerk staffing the office during daytime hours will be discussed, as these are things that were brought forward by Staff Sgt. Mike Murphy. The plan will then be forwarded to the Committee of the Whole.

d) Humane Society Report

No Report.

e) Fire Company

No Report.

f) Transit Report

Councillor Gallant noted that Trius held an event at the Stratford Home Hardware a few weeks ago to try and encourage people to try the transit system. Trius had some one-on-one contact with the residents and asked them to call with any questions. Mayor Jenkins added that having the shelters installed also helps remind people that there is a transit service. Councillor Gallant noted that yesterday they reached 100 riders (per day) for the first time.

Councillor Gallant stated that Trius has contacted us to advise that they will be doing a special promotion test run. They will have a small van to go to Reeves Estates and it will connect with the regular bus at Sobey's. Before they change any routes they want to be sure there is enough of a demand, and they can do a trial run without changing their present routes.

Councillor Ross asked if Trius would consider a *park and go*. A possible arrangement could be made with Sobey's so that people could 'park and go' and Councillor Gallant stated that he will bring it to Trius for discussion.

16. ECONOMIC DEVELOPMENT COMMITTEE

- a)** Report included in the package. Mayor Jenkins thanked Councillor Ross for chairing the meeting in his absence.

Councillor Gallant asked if there was any update on the Mason Road intersection study and Robert replied that we sent the terms of reference to the province regarding a joint study, but we haven't heard anything back from them yet.

b) Resolution ED02- 2009 - Diversity and Inclusion Plan Adoption

Moved by Councillor Patrick Ross

Seconded by Councillor Diane Griffin

WHEREAS The Town of Stratford is committed to a sustainable future which includes the development of a sustainable local economy. Our success in achieving a sustainable local economy depends on our ability to attract and retain immigrants

and to foster a culture of openness where cultural diversity is embraced. It also depends on the creativity of the workforce which, evidence suggests, is linked to communities cultural offerings and cultural diversity; and

WHEREAS the Town of Stratford joined the Coalition of Canadian Municipalities Against Racism and Discrimination in July 2007 and, in so doing, made a commitment to develop a plan to work towards the elimination of racism and discrimination in the Community; and

WHEREAS the Economic Development Committee appointed a Stratford Diversity and Inclusion Sub-Committee is to:

- recommend strategies and actions to achieve our commitment to eliminate racism and discrimination as found in the resolution to join the UNESCO Coalition of Municipalities Against Racism and Discrimination.
- recommend strategies and actions to foster a culture of openness in the community whereby all persons are welcome and able to fully participate in the community regardless of their ethnicity, religious beliefs, sex, ability or economic circumstances.

AND WHEREAS the Diversity and Inclusion Committee was chaired by Economic Development Committee member Mary Hughes and included members from a broad spectrum of experiences and backgrounds; and

WHEREAS the Diversity and Inclusion Committee has submitted their final report to Council for its' consideration and approval.

BE IT RESOLVED that the Diversity and Inclusion Report and Plan for the Town of Stratford (attached) be hereby approved.

BE IT FURTHER RESOLVED that the plan be forwarded to the Coalition of Canadian Municipalities Against Racism and Discrimination, that the Economic Development Committee be tasked with overseeing the implementation of the report, that staff develop an application for funding for a coordinator to implement the report and that the valuable contribution of the Diversity and Inclusion Committee members be hereby acknowledged and recognized.

Discussion: This resolution bears the recommendation of the Economic Development Committee and the Committee of the Whole.

Question: **CARRIED**

17. HUMAN RESOURCE COMMITTEE

- a) No Report.

18. OTHER COMMITTEES

a) **Stratford Seniors Complex**

Councillor MacDonald noted that the committee met on Tuesday, October 13. He gave a brief overview of the meeting noting that there will be an energy audit on October 21. It will cost approximately \$1,750 and our portion of the cost will be \$750.

Councillor MacDonald noted that we currently have a waiting list of 30 people for the complex. Councillor Gallant asked if there were any studies done to determine if we need another building and Councillor MacDonald replied that the cost would be high. The only thing that would be funded would be a survey to determine if there is a need and it was agreed that a study might be worthwhile. Councillor MacDonald noted that he will contact Anne at CMHC and discuss it with her. He added that we also need to keep in mind that we now have a budget of approximately \$100,000 that is paid for, but once the building is turned over to the Town, we will receive no further funding.

Councillor MacDonald stated that although we have 30 people on a waiting list the numbers will fluctuate. When people are called regarding a vacancy they have sometimes made other living arrangements or they are just not ready to move. He noted that two years ago we had two vacant units and we had a waiting list of 18 people. However, we had to place an ad in the paper to fill the units because no one on the list was ready to move, or had made other arrangements.

19. PROCLAMATION

Whereas: *in the face of crime or conflict, restorative justice offers a philosophy and approach that views these matters principally as harm done to people and relationships; and*

Whereas: *restorative justice approaches strive to provide support and opportunities for the voluntary participation and communication between those affected by crime and conflict (victims, offenders, community) to encourage accountability, reparation and a movement towards understanding, feelings of satisfaction, healing and closure; and*

Whereas: *this year's theme for Restorative Justice Week is "Communities Responding to Human Needs." It is an opportunity to learn, educate and celebrate along with other communities across the country about restorative justice during the week.*

Therefore,

Be it Resolved *that I, Kevin Jenkins, Mayor of Stratford, do hereby proclaim November 15 - 22, 2009, as Restorative Justice Week in the Town of Stratford.*

In Witness,

Whereof: *I have set my hand and caused the seal of the Town of Stratford to be affixed hereto.*

20. OTHER BUSINESS

a) Resolution OT-002-2009 Arts and Culture Infrastructure Needs Study

Moved by Councillor Sandy McMillan

Seconded by Councillor Steve MacDonald

Whereas the Town of Stratford has completed a strategic plan to develop the Arts and Cultural sector in Stratford which, among other things, identified a requirement to assess arts and culture infrastructure needs; and

Whereas proposals were let to conduct an Arts and Culture Infrastructure Needs study and the following proposals were received:

- | | |
|--|----------|
| • A.L. Arbic Consulting and Genesis Consulting | \$39,795 |
| • MacPherson Roche Smith | \$25,000 |
| • North 46 | \$49,750 |
| • Novita | \$43,000 |
| • Stuart Sheppard | \$42,000 |
| • The Sharp Group | \$48,775 |
| • Web Management Services | \$48,000 |

And Whereas the proposals were reviewed and rated by a committee (the review committee) consisting of Councillor Sandy McMillan, Arts and Culture Committee Chair Scott Cudmore, Recreation Director Ron Fisher and Sustainable Economic Development Coordinator Doug Deacon; and

Whereas the review committee rated the proposal from A.L. Arbic Consulting and Genesis Consulting as the proposal that best meets the requirement of the proposal call; and

Whereas an application was made to the Federal Government's Cultural Spaces Program to cost share the study.

Be it Resolved that the contract for the Arts and Culture Infrastructure Needs Study be awarded to A.L. Arbic Consulting and Genesis Consulting in the amount of \$39,975 plus applicable taxes subject to approval of the Cultural Spaces Canada funding application.

Be it Further Resolved that approval be granted to the Cultural Spaces Program application for 50% of the cost of the Arts and Culture Infrastructure Needs Study and that the Chief Administrative Officer be authorized to sign the funding application and agreement on behalf of the Town.

Discussion: Councillor Ross asked how much was set aside for this study and Robert replied that \$20,000 was budgeted for the Arts and Culture Committee and they were planning to use \$15,000 of it to do the study. What we discussed at staff level was that we would use money from the economic development budget to bring it up to the required amount. The reason the study is more than we originally anticipated is because when Cultural Spaces Canada reviewed our application they recommended that we do all the things you need to do to prepare for a phase II application for a building. If you get to the point where you need to build an additional building there are a number of things you have to do, including having a three year business plan and preliminary architectural design and costing, so we expanded the scope of work in the rfp. This means there is more work required then just doing the assessment - as per the recommendation of Cultural Spaces Canada. Mayor Jenkins noted that we are not accepting the low bid because it did not include an architectural component.

Councillor Ross asked for clarification of what the consultant will actually be looking at and Deputy Mayor McMillan replied that they will be looking to see what the deficiencies are in the community in terms of programs and space in the arts and culture sector. Councillor Gallant added that this is also contingent upon the Town being

approved for funding by Cultural Spaces Canada.

Question: **CARRIED**

b) November Council Meeting Date

It was noted that the regular November meeting date falls on Remembrance Day, so the meeting has been rescheduled to Wednesday, November 18, 2009. An ad will be placed in the newspaper to advise residents of the date change. Mayor Jenkins noted that he not be available to attend the meeting, as he will be attending the FCM Conference from November 18 to 21.

21. ADJOURNMENT

There being no further business, the monthly Council meeting adjourned at 9:13 p.m.

Kevin Jenkins, Mayor

Robert Hughes, CAO