

REGULAR MONTHLY COUNCIL MEETING

November 12, 2014

Approved Minutes

DATE: November 12, 2014
TIME: 7:45 p.m. – 9:42 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Gary Clow; Councillors Emile Gallant; Diane Griffin; Steve MacDonald; Steve Ogden; Randy Cooper; Robert Hughes, CAO; Jeremy Crosby, Director of Infrastructure; Joanne Weir, Recreation Director; Kim O’Connell, Director of Finance and Technology; Vahid Ghomoshchi, Director of Planning, Development and Heritage; and Mary McAskill Recording Clerk

REGRETS: Nil

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor David Dunphy called the Regular Monthly Council Meeting to order at 7:45 p.m. and welcomed those in attendance. He noted that this is the final meeting of this Council.

2. APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Gary Clow and seconded by Councillor Diane Griffin that the agenda be approved as circulated.

Discussion: None

Question: **CARRIED**

3. MINUTES

It was moved by Councillor Emile Gallant and seconded by Councillor Steve Ogden that the Regular Monthly Meeting Minutes of October 8, 2014 be approved as circulated.

Discussion: None

Question **CARRIED**

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS

Nil

6. **CARI REPORT**

Included in the package. Mayor Dunphy thanked Joanne Weir for her participation on the CARI Board.

7. **CORRESPONDENCE**

Included in the package is a list of all correspondence sent and received since the last Council meeting.

8. **MAYOR'S REPORT**

Mayor Dunphy gave an overview of his activities and events attended since the last Council as follows:

- Attended guest authors who did a reading and a question and answer session at the Stratford Library.
- Along with Robert and Jeremy, met with Stephen Yeo and Alan Aitken from the Department of Transportation and Infrastructure Renewal (TIR) to discuss possible signage for the Stratford gateway.
- Attended a gala event to honour Senator Catherine Callbeck.
- Attended a roundtable discussion for Stratford businesses that was organized by the Chamber of Commerce.
- There was a municipal election earlier this month and Mayor Dunphy congratulated incoming Councillors Keith MacLean and Gail MacDonald.
- Attended the Chamber of Commerce Biz2Biz Expo at the Eastlink Centre. The Town of Stratford had an excellent booth and thanks go out to Kim Dudley and Audra Bulger and other staff persons who helped to setup and take down our booth.
- Attended the social event at Red Shores where the Town recognized retiring Councillors Stevie MacDonald and Emile Gallant.
- Attended Council meeting on technology options for paperless meetings for the next term of Council.
- The Remembrance Day event was excellent and Mayor Dunphy thanked Rachel Arsenault, Joanne Weir, and Gail MacDonald and her team. The event has grown over the years and there were many good comments heard from the residents.

9. **CHIEF ADMINISTRATIVE OFFICER**

Included in the package for Council to review.

Robert took a moment to thank retiring Councillors Stevie MacDonald and Emile Gallant. He noted that they both contributed an enormous amount to the Town of Stratford, and he has a lot for admiration of folks who put themselves out there. The Town of Stratford is better for having had both Councillor MacDonald and Councillor Gallant on Council. Robert also took the opportunity to welcome new Councillors Keith MacLean and Gail MacDonald.

10. INFRASTRUCTURE

a) Report

Councillor Gallant noted that the last committee meeting was held on October 28 and the on-going projects were discussed. Mayor Dunphy thanked Councillor Gallant for all the progress he has made over the past four years.

11. RECREATION, CULTURE AND EVENTS

a) Report

Included in the package for Council to review. Councillor MacDonald stated that Joanne Weir has been a great person to work with and thanked her for all her efforts over the years on his behalf.

Councillor MacDonald gave a brief overview of his report.

- the 2014/2015 fall/winter programs are all in full operation.
- the Town's Annual Remembrance Day service took place on Tuesday, November 11, and again enjoyed a large attendance. A reception was held in the gymnasium following the service.
- the Town of Stratford hosted a Citizenship Ceremony on Friday, October 17 and 50 people from 17 countries became Canadian Citizens.
- the Artist in Residence Visual Arts Program began at Glen Stewart Primary School on October 13.
- The Youth Centre has started to increase attendance numbers after a delayed opening this season. The focus in November will include recruiting new members to the Centre.

Councillor Griffin stated that she was very pleased with the Town's Remembrance Day Ceremony, and added that it is thanks to all the work done by staff and volunteers.

Mayor Dunphy thanked Councillor MacDonald for all his years of service to the Town of Stratford and the former Community of Bunbury.

12. FINANCE AND TECHNOLOGY

a) Report

Included in the package for Council to review. Councillor Cooper noted that we will soon be getting ready for the 2015 budget.

He stated that we currently have a staff person from MRSB going through our books for possible tax recovery items and we look forward to his report.

Councillor Cooper stated that some of the other things the committee discussed, as we prepare for the 2015 budget, is where we are with the capital projects and the Town capital asset additions. What money has been spent, what money is still allocated but not yet spent, and invoices yet to be paid. There are still a number of outstanding invoices to come in, but we expect they will come in over the next couple of months. We also expect to stay on or under budget.

Councillor Cooper noted that there were a few projects slated for the Utility for this year, but they came in over budget and will not be done this year. However, the funding is secured for 2015.

The committee discussed the RCMP civilian clerk and if there is a possibility of extending the 50/50 cost share with the Town of Cornwall for another year, as there will be no change in facilities in the immediate future.

Councillor Cooper noted that Pat and the Elephant provided their 2014 financial statements as requested, and he expects they will be submitting a formal request for funding for 2015. He noted that Pat and the Elephant provides a great service to the Town.

b) Financial Statements

Included in the package for review. Councillor Cooper stated that Town staff is doing a great job, and he looks forward to working with Kim O'Connell and her staff again in the coming year.

Deputy Mayor Clow noted that it has been a pleasure working with Councillor Cooper and the Finance Committee and added that it has been a learning experience for him.

Councillor Ogden asked if there have been any submissions for the pre-budget meeting and Kim O'Connell replied that we have about a dozen submissions to date. Councillor Ogden feels it is a good thing to keep people engaged and added that Councillor Cooper does a good job of presenting how we spend our money and why. Councillor Cooper agreed that we do a good job of the budget, but noted that it is a tremendous group effort by a lot of people.

It was noted that the pre-budget meeting will be held on Wednesday, December 3 at 7:00 p.m. Mayor Dunphy stated that it is important to get feedback from residents.

12. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Included in the package. Deputy Mayor Clow noted that the items discussed at the meeting will be dealt with in the following resolutions.

b) Permit Summary

Included in the package. Deputy Mayor Clow noted that a request has been made that the previous year be included in the summary so we can make comparisons. This will start in the new year.

Preamble to the Official Plan Resolution by Deputy Mayor Clow

Deputy Mayor Clow provided some background on what has been done since 2013 in regards to the Official Plan. The Town of Stratford has been striving to build the best community possible, and this starts with our vision of a more sustainable future where resident's social, physical and spiritual needs are met. Our culture is rich and diverse and our heritage protected and celebrated. Our natural environment is protected and respected, with a thriving local economy, and there is an open, accountable, and collaborative governance system.

In 2013, we started the process of reviewing our official plan as we are required to do every five years pursuant to the Planning Act. This official plan is a major re-think of Stratford's planning framework and embodies a fundamentally different approach to planning – a much more comprehensive approach that incorporates our sustainability and community engagement principals. Our former official plan, like many similar documents, was limited in scope and focused mostly on the physical development of the Town. The new official plan is a broad based long range planning policy that illustrates our goals, objectives, and policies concerning the nature, extent and patterns of physical, social, spiritual, and economic development, as well as environmental stewardship within the Town. The new official plan will provide direction for all committees, departments, and partners in developing and implementing their own plan, and policies, to help ensure that we achieve our common goals of building the best community possible. Thank you to all who took time to complete the online survey, sat on a citizen reference panel, or attended a meeting or open house to review the plan. The development of the plan was truly a collaborative effort and we are comfortable that the resulting official plan reflects our community vision and values.

The official plan was developed in four phases. The first phase was communication - we provided a comprehensive package of information about the official plan review and process, and identified opportunities for residents and stakeholders to engage in the process. The second phase was consultation – we established an interactive online tool to give residents and stakeholders an opportunity to identify their aspirations for the community, and to provide feedback on potential objectives and policies. Five hundred and five people visited the online site to learn about the process and 152 people completed the consultation. Phase three was collaboration – we established a citizen's reference panel to develop a draft official plan. They reviewed background studies, online consultation, and other key documents such as the current official plan and the Town's strategy performance management plan. The citizen's reference panel identified 69 objectives, 159 policies and 350 actions and volunteered more than 300 hours of their

time towards this task. Phase four was the final review. The first draft of the plan was reviewed and revised by the Planning Committee, Town Council and staff.

Pursuant to the Provincial Planning Act requirement, Council held an open house in September 2014 and an official public meeting on September 17, 2014, to consult on the first draft with residents and stakeholders and obtain their final comments and feedback. In the final stage, the Planning Committee and Council reviewed all comments and concerns raised by residents and stakeholders and addressed all relevant issues and finalized a new version of the official plan. Tonight a motion will be tabled for the adoption of the new official plan. Thank you to my fellow Council members, Planning Committee members, staff and residents who dedicated such a significant amount of time to this process. We have, in my humble opinion, an excellent document from which we can continue to move the Town towards the best community that we can collectively imagine.

Mayor Dunphy stated that he knows the official plan document is a lot of work and that Deputy Mayor Clow played a role in getting it to this point, in addition to the Planning Committee, staff and residents.

c) Resolution PH011-2014 – Revised Official Plan

Moved by Deputy Mayor Clow

Seconded by Councillor Steve Ogden

WHEREAS section 15.1 of the provincial Planning Act requires Council of a municipality to review the official plan at intervals of not more than five years; and

WHEREAS through a collaborative process, the Town's current Official Plan has been reviewed and the first draft of the revised Official Plan was completed by a Citizens' Reference Panel in December 2013; and

WHEREAS the first draft of the revised Official Plan has been reviewed by Council, Planning Committee and Town staff; and

WHEREAS pursuant to Section 11 of the Planning Act Council held an Open House on September 9 and a Public Meeting on September 17, 2014 to consult residents and stakeholders and obtain their comments and feedback on the draft revised Official Plan; and

WHEREAS at the open house and public meeting participants raised comments or concerns regarding the document presented, and a few written comments and concerns were submitted; and

WHEREAS the Planning Committee reviewed all comments and/or concerns made by residents and stakeholders and made revisions to address the issues where necessary; and recommended the attached document and map to the Council for final approval.

BE IT RESOLVED that the revised Official Plan dated November 2014, including Schedule “A” – Subsidiary Official Plan for the Core Area, and Schedule “B” – the General Land Use Map be hereby adopted.

BE IT FURTHER RESOLVED that the revised Official Plan be forwarded to the Minister of Finance, Energy and Municipal Affairs for approval.

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

Councillor Cooper stated that the official plan was very well done. Congratulations to everyone involved.

Councillor Griffin noted that she was very pleased to see the public involved in the process, as it is a very important document.

Question: **CARRIED**

d) Resolution PH012-2014 – Forest Trail New Concept Plan – Call for a Public Meeting

**Moved by Deputy Mayor Clow
Seconded by Councillor Randy Cooper**

WHEREAS Council granted preliminary approval to the concept plan of the Forest Trail Sustainable Subdivision in December 2013. The original concept plan consisted of 111 units including 77 Townhouses; 24 Semi-detached and 10 Single Family dwellings; and

WHEREAS the developer has changed the original concept and submitted a new concept plan to the Town. The new concept plan consists of 113 units including 42 Townhouses; 14 Semi-detached; 25 Single Family and 32 Multi-family dwellings (Apartments).

WHEREAS a review of the new concept plan against the Sustainable Subdivision criteria and scoring system shows that notwithstanding the proposed multi-family units, other components of the sustainable subdivision including wetland areas, open spaces, stormwater management, public road and infrastructure and the trail system remain unchanged and the new concept meets the minimum requirements for a sustainable subdivision designation; and

WHEREAS Section 18 the Town Development Bylaw categorizes the Multi-family dwelling (Apartment) as “Special Permit Use.” The bylaw states that prior to approving a

Special Permit Use, Council shall call a public meeting to allow the applicant to present the proposal to residents and to obtain their input.

BE IT RESOLVED that Council call a public meeting on January 28 at 7:00 p.m. to share the new proposal with residents and stakeholders and to obtain their comments and feedback on the proposed Multi-family dwelling use in the Forest Trail subdivision.

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

Question: **CARRIED**

e) **Resolution PH013-2014 – Roger Green Front Yard Variance Request – 30 Waterview Road**

Moved by Deputy Mayor Clow
Seconded by Councillor Steve Ogden

WHEREAS an application has been received from Roger Green for a front yard variance to parcel number 299123, located at 30 Waterview Road; and

WHEREAS the front yard variance is to allow for the construction of a new cottage closer to the road and more in line with the existing cottages located within the area; and

WHEREAS the front yard variance request is for 26.08 feet (or 52%) to the minimum front yard setback requirement of 50 feet for a dwelling located within the Single Family Residential Large Zone (R1L). The applicant, therefore, is seeking a variance to the front yard setback **from 50 feet to 23.92 feet**; and

WHEREAS on October 27, 2014, twelve (12) notification letters were sent to property owners within (60m) 200 feet of the subject property notifying them of the front yard variance request and no negative comments were received and one letter of support was received.

BE IT RESOLVED that approval be granted to an application from Roger Green for a front yard variance of 26.08 feet (or 52%) to allow the applicant to build a single family dwelling on parcel number 299123, located at 30 Waterview Road having a front yard setback of 23.92 feet.

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

Question: **CARRIED**

f) **Resolution PH014-2014 Private Street Names**

Moved by Deputy Mayor Clow

Seconded by Councillor Randy Cooper

WHEREAS a new private right of way is to be constructed off of Bonavista Avenue on parcel No 398578 in the Beacon Hill Subdivision; and

WHEREAS the Civic Address Guidelines require that a private right of way with three or more houses be assigned a unique name. (Section 4.1.9); and

WHEREAS a written request has been submitted to name the private right of way Breton Lane; and

WHEREAS the proposed name Breton Lane meets Civic Addressing and Canada Post standards.

BE IT RESOLVED that approval is granted to name the private right of way Breton Lane, located off Bonavista Ave on parcel No. 398578.

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

Question: **CARRIED**

Deputy Mayor took a few moments to thank Vahid and his staff for all their help over the past number of years while he served as chair of the Planning and Heritage Committee. He also thanked Councillor Ogden for serving as vice-chair, and Councillor Cooper for serving as a member on the committee.

13. COMMITTEE OF THE WHOLE

a) **Resolution CW010-2014 – Council Remuneration**

Moved by Councillor Emile Gallant

Seconded by Councillor Randy Cooper

WHEREAS member or members of Council who are not returning have historically been asked to review Council Remuneration and make recommendations for any changes for newly elected Councils; and

WHEREAS Councillor Steve MacDonald and Councillor Emile Gallant are not running for the new Council and have agreed to conduct a review of Council remuneration; and

WHEREAS Councillor MacDonald and Councillor Gallant are not recommending any changes to the base remuneration of Council members but are recommending several changes to the per diem and meeting expenses as follows:

- amend the per diem to clarify that travel time is included and that less than four hours would be at ½ of the rate;
- expand the monthly allowance for local travel from \$50 to \$100 to help defray the increased cost of operating a vehicle and for internet and cell phone usage.
- increase the meeting stipend for the Committee of the Whole meeting from \$65 per meeting to \$100 per meeting when the meeting runs over two days and include chairing a public meeting in the list of meetings eligible for the meeting stipend.

BE IT RESOLVED that the Policy Number 2006-CW-01, Council Per Diem and Meeting Stipend Policy, be hereby repealed and that the attached new policy, Policy Number 2014-CW-01, Council Per Diem and Meeting Stipend Policy, be hereby adopted.

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

Councillor Gallant noted that FPEIM had an excellent document that he and Councillor MacDonald could reference to help them see where the Town falls, and it falls somewhere in the middle.

Councillor Gallant stated that on occasion a second Committee of the Whole meeting is required to finish the agenda. When this happens, the meeting stipend should be changed from \$65 to \$100.

It was noted that the travel allowance has been \$50 for at least 13 years, and it was felt that it should be \$100. This would cover extra travel, cell phones, etc.

Question: **CARRIED**

b) Resolution CW011-2014 – Property Acquisition, PID #566570 and PID #1013770

Moved by Councillor Randy Cooper

Seconded by Councillor Diane Griffin

WHEREAS the Town has been in discussions with Ellen Symons and Louise Dallaire about the acquisition of two properties that they own, PID #566570 and #1013770, located adjacent to Aptos Drive in accordance with the attached sketch; and

WHEREAS the acquisition of these properties will assure access to the shore, enable a trail to be constructed on the berm between the Rosebank and Glencove subdivisions and enable access to the Stewart's Cove pond for restoration work; and

WHEREAS the two properties were appraised at \$13,500.

BE IT RESOLVED that two properties owned by Ellen Symons and Louise Dallaire, PID #566570 and #1013770, be purchased by the Town of Stratford at the agreed upon sum of \$8000, minus the cost of the appraisal that the Town paid for (\$1026), for a net cost of \$6974.

BE IT FURTHER RESOLVED that a supplementary capital budget of \$8000 be hereby approved for this land acquisition.

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

Councillor Cooper stated that we have had a lot of discussion about shore front access and beach front access within the Town, and we will have continuing discussions going forward as we talk about public beach access around the Town. This is one of the properties that hasn't had a lot of controversy, and it was a fair dollar to pay for a piece of property that will give us access to the shore on our property. The rest of them are owned by the province. So with the green space it will also tie us up with the trail that runs between the two subdivisions. Councillor Cooper feels it will be a great asset to the Town now and in the future.

Question: **CARRIED**

14. SAFETY SERVICES

a) Report

Included in the package for Council to review. Councillor Ogden noted that the committee did not have a quorum, so the members who were present had a discussion meeting.

Traffic Safety Campaign

Councillor Ogden - In July of 2014, the Town of Stratford launched a Traffic Safety Campaign. This was done in response to residents identifying speed and volume of traffic as a concern. Council established a Traffic Safety Committee made up of residents, RCMP officers and others, and they examined the issue by conducting an on line survey, focus groups, a review of best practices and a speed survey (provincial participation was a big part of this as well). One hundred and eighty two residents completed an online Traffic Safety Survey and 72% indicated that speeding is a problem in Stratford. The speed survey also showed that the majority of drivers in Stratford are exceeding the speed limits and sometimes by very substantial amounts. All of the information collected

supported the development of our Comprehensive Road Safety Strategy, which included three pillars of action:

- 1) appropriate speeds and infrastructure,
- 2) resident education and engagement, and
- 3) traffic calming and enforcement.

Shortly after the launch of the Traffic Safety Campaign information brochures and promotional items were sent to each household. A website with additional information was created, and lawn signs were made available for residents to place on their lawns reminding neighbors to slow down, move over and think of others. We are trying to make a cultural change.

In addition, the Stratford RCMP has been extremely supportive of the campaign and has increased traffic enforcement since the launch. We have had a dramatic increase in the enforcement and visibility around the Town, and this is reflected in the number of tickets. The Traffic Safety Campaign is ongoing and the Town will continue to monitor the results of the actions. We will soon be installing signage at the entrance to neighbourhoods as a reminder for residents and visitors to respect all users of our roads. We have also ordered temporary speed humps and they will be installed in areas where problems still exist, and this will start in the spring after the winter snow clearing operations are complete.

Mayor Dunphy thanked Councillor Ogden for the great work he has been doing the last four years. He specifically noted the work that both Councillor Ogden and Councillor Gallant are doing to address safety issues and RCMP visibility in the Town, as well as working to increase the transit ridership.

Deputy Mayor Clow noted that in the minutes it notes that the committee is trying to get a cat bylaw. He stated that this is something we have been dealing with for a number of years, but the Humane Society has always said they will not enforce a cat bylaw. Councillor Ogden replied that cats have been the cause of many complaints. Some people are upset about cats causing problems on their property, and other people are upset because they don't want to see limits put on their cats. Councillor Ogden stated that we are trying to get the Humane Society to provide us with some direction. He noted that he and Jeremy Crosby attended a full day session where the national head of the Humane Society was here and spoke about cat bylaws. They were to provide the Town with the national guidelines for municipalities in terms of drafting a cat bylaw; however, that has not happened to date. We are now looking at the ramifications if we just replaced the word **dog** with **pet**. There are situations where there are real problems and because we don't have a bylaw our hands are tied. Deputy Mayor Clow stated that the big thing would be enforcement.

b) Street Light Report

No report

c) RCMP Report

The RCMP Report for October 2014 was included in the package for Council to review. Councillor Ogden noted that the summary offence tickets are noticeably up, and so is the number of written warnings.

d) Humane Society Report

The Humane Society Report for October 2014 was included in the package for Council to review.

e) Transit Report

The Transit report was included in the package for Council to review. There is a marked increase in the number of people who are riding the bus thanks in part by some of the promotional work done by Kim Dudley, Councillor Gallant and Councillor Ogden.

Councillor Gallant stated that some residents were asking him if there were going to be any further meetings and Councillor Ogden replied that Kim Dudley will be setting up a meeting.

f) Fire Company

No report

15. SUSTAINABILITY

a) Report

Mayor Dunphy stated that the report is included in the package. He thanked co-chair Councillor Diane Griffin for all her support over the past two years adding that she has been a very valuable addition to the committee.

The committee met on October 30 and some of the issues discussed were the gateway enhancements, and the Stratford Business Park expansion which is near completion. There was also some discussion on support local and the Stratford Market.

Diversity and Inclusion – the Association of Newcomers to Canada is putting on an event in conjunction with the Town called Cross Culture Communications. This is to allow businesses and newcomers to come together so businesses can understand the culture of our newcomers in order to serve them better.

The Michael Thomas statue and the diversity fountain had a successful unveiling on October 18. Mayor Dunphy noted that he was unable to attend as he was out of province, but he has heard many good comments from the Mi'kmaq community.

Councillor Griffin noted we were fortunate to have good weather that day and she was pleased with the turn out. She noted the family was pleased with the event as well. Councillor Griffin stated that Doug Kelly and his committee did an excellent job on the event.

Mayor Dunphy thanked Jeremy, Vahid, Kim and other staff members who took on the event and made it the success it was.

16. ACCOUNTABILITY AND ENGAGEMENT

a) Report

Included in the package. Councillor Griffin noted that this committee is only two years old, but looking back over the agendas for the various meetings, we dealt with a lot of major issues.

At the last meeting, the two big items discussed were the govern.net which was approved by Council last month, and the key progress indicators (kpi's) as requested by Council members. Councillor Griffin noted that Robert met with the statistician for advice on how to measure our progress. The new chair of the committee will bring this item to the Committee of the Whole in the near future to update everyone.

The resident survey rfp was for a three year period and that has now expired. Once the new chair takes over a new rfp will be going out. It was also noted that the number of survey responses has not decreased over the years.

17. HUMAN RESOURCES

a) No Report

Resolution HR004-2014 Personnel Policy Amendment Regarding Overtime

Moved by Councillor Steve Ogden

Seconded by Councillor Diane Griffin

WHEREAS during an organizational review of staff it became apparent that the overtime provisions in the Personnel Policy are not clear enough and that the Policy was not being consistently applied; and

WHEREAS the policy was reviewed against the Employment Standards Act and other municipal policies.

BE IT RESOLVED that the Personnel Policy, Policy # 2000-HR-01, be hereby amended as follows:

In Section 2.a, Work Hours, replace

“If deemed necessary by the Chief Administrative Officer or designate, employees may be scheduled to work outside the normal hours of work set by Council *on weekends* as part of the regular work week”.

with

“If deemed necessary by the Chief Administrative Officer or designate, employees may be scheduled to work outside the normal hours of work set by Council, *including evenings and weekends*, as part of the regular work week.”

In Section 4.a, Paid Holidays, add “Family Day” to the list of paid holidays to reflect the addition of this holiday in the Province.

In Section 5, Replace Section 5.b, Overtime, with new Section 5.b as follows:

Section 5(b) – Overtime

Employees are required from time to time to work hours outside of the regular work week.

Lieu Time

Employees who have to work outside of their scheduled work week to attend meetings; to travel to meetings, conferences or training; or to complete work on their own initiative are entitled to one hour of time-off-in-lieu for each hour worked outside of normal working hours.

Time-off-in-lieu must be scheduled in consultation with the employee’s supervisor and must be used within one year of when it is earned or it shall be forfeited. When an employee leaves the service of the Town, any accumulated Lieu Time will not be paid out.

Paid Overtime

Employees who have to work outside of their scheduled work week to attend call outs or as directed by their supervisor to work on projects, events, equipment or property maintenance, or other organizational requirement are entitled to one and one half hours pay for each hour worked outside of normal working hours.

Employees may, with the approval of their supervisor, bank paid overtime to be used later at the rate of one and one half hours for each hour worked outside of normal working hours.

When paid overtime is worked during a statutory holiday, the employee will also be paid the regular pay for that day.

When an employee has to leave home and report to work for paid overtime, the employee will be paid for a minimum of two hours pay at 1.5 times their hourly rate for that call out and each subsequent call out after two hours have passed since the previous call out.

When an employee leaves the service of the Town, any accumulated Paid Overtime will be paid out.

On Call Pay

Employees who are required to be available for calls shall be paid two and one half extra hours of paid overtime (2.5 x 1.5 hourly rate) for each week they are on call.

Discussion: This resolution bears the recommendation of the Human Resources Committee.

Question: **CARRIED**

18. PROCLAMATIONS

a) Nil

19. OTHER COMMITTEES

a) **Stratford Seniors Complex**

Report

Councillor MacDonald noted that all units are rented. He stated that we are fortunate that the seniors have their own fundraising committee headed up by Alma Birt. Councillor MacDonald added that Gerry O'Connell does the maintenance work at the complex and he does an excellent job.

Mayor Dunphy hopes that at some point in time we will have some government funding, so we can continue to work towards more affordable housing for seniors.

20. OTHER BUSINESS

Mayor Dunphy stated that this is the last meeting of this Council and he has enjoyed every minute of the last four years working with the current Council. He also wanted to take the opportunity to thank both Councillors MacDonald and Gallant for their hard work on behalf of the Town. They have both given a lot of themselves over the past number of years.

Councillor Ogden also thanked both Councillor MacDonald and Councillor Gallant and noted that their comments were always well reasoned and well thought out, and they have accomplished a lot over the years. They both always had the Town's best interest first and foremost.

Deputy Mayor Gary Clow thanked both out-going Councillors for the wealth of knowledge they brought to the table.

Councillor Griffin echoed the comments of everyone and added that both Councillor MacDonald and Councillor Gallant are absolutely professional and great people to work with and highly regarded by everyone.

Councillor Cooper stated that coming back to committees for a moment, he would like to thank Kim and her staff, and added that he we will continue to work with the finance department as he has been re-appointed as chair of the Finance Committee. He also took a moment to thank Deputy Mayor Clow for serving as vice-chair of the Finance and Technology Committee.

Councillor Cooper also thanked both Councillor MacDonald and Councillor Gallant noting that he appreciated the time they spent to help him as a rookie Councillor and hopes that their friendship will continue.

Councillor MacDonald thanked everyone for their kind remarks. He also spoke for his wife Sally who enjoyed hosting the summer parties over the years for staff and Council. He noted that he enjoyed the past 27 years immensely starting with Bunbury and continuing on to the Town of Stratford after amalgamation. Councillor MacDonald stated that he has a lot of fond memories and he will miss being on Council immensely. He thanked each and every Councillor and staff member for all their help over the years. He added that the Town has a great staff and they would help you out anyway they could and that is a big thing.

Councillor MacDonald stated that he has enjoyed his time on Council a great deal and he will miss it.

Councillor Gallant stated that he would like to thank this Council and two earlier Councils he sat on when he first moved to Stratford. He noted that when he first moved to Stratford and had the opportunity to sit on Council, he learned a lot about the Town. He added that it was a great experience for him and he met a lot of great people in Stratford. Councillor Gallant thanked all the Council members, especially Councillor MacDonald who is the ‘grandfather’ of the Council and who was here when he joined and it was a pleasure to serve with him in ward 1. He added that it has been a great experience and he has learned a lot from Councillor MacDonald. Councillor MacDonald always knew his people in ward 1, and they always had good things to say about him.

Councillor Gallant stated that it has been a pleasure working with Town staff and he appreciated all the work staff did for him.

Councillor Gallant stated that he is going to take a few years off of sitting on any committees, but he will come back around April to cheer on the Montreal Stanley Cup Committee parade for Stratford.

21. ADJOURNMENT

There being no further business the meeting adjourned at 9:42 p.m.

Mayor David Dunphy

Robert Hughes, CAO