REGULAR MONTHLY COUNCIL MEETING
August 10, 2011
Approved Minutes

DATE: August 10, 2011
TIME: 4:37 p.m. - 5:46 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Gary Clow; Councillors Diane Griffin; Steve MacDonald; Emile Gallant; Steve Ogden; Randy Cooper; Robert Hughes, CAO; Joanne Weir, Assistant Recreation Director; Vahid Ghomoshchi, Director of Planning; and Mary McAskill, Recording Clerk

REGRETS: Jeremy Crosby, Manager Public Works and Utility and Kim O'Connell, Manager of Finance and Administration

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor Dunphy called the Regular Monthly Council Meeting to order at 4:37 p.m. and welcomed those in attendance.

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. MINUTES

It was moved by Councillor Emile Gallant and seconded by Deputy Mayor Clow that the July 13, 2011 Regular Monthly Council Meeting Minutes be approved as circulated.

Councillor Ogden requested that 'Business Arising from the Minutes' be added as a regular agenda item. He noted that he does have one followup item which is the press release on the waterfront development. Councillor Ogden feels it is important that these issues be identified as followup items. Mayor Dunphy stated that for this meeting, the item can be added to the agenda under Other Business item 20 a) Press Release - Waterfront Development.

4. PRESENTATIONS FROM THE FLOOR

Nil

5. CARI REPORT

Included in the 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. Mayor Dunphy gave an overview of his report noting that last week he and Robert met with Staff Sgt. Mike Murphy, Criminal Operations Officer Roland Wells, and Larry Cavanaugh of the RCMP. A meeting has been scheduled for September 16 to review any issues and to continue to have an on-going dialogue with the RCMP.

8. CHIEF ADMINISTRATIVE OFFICER

Included in the package for Council to review. Robert stated that he just attended an Act Review Committee meeting prior to this meeting, and it continues to be very collaborative in the decision making. He noted that the Revenue Sharing Committee has two sub-committees working on different options and reporting back to the main committee. He noted that there were three new committees set up to develop the formulas based on all the information generated, and hopefully withing a few months we will have something concrete that can be forwarded to the Capital Area Coordination Committee.

Regional Active Transportation Plan - Robert noted that the first meeting between the Steering Committee and the consultant is scheduled for August 17 at 1:00 p.m. , and we will also be doing a bike tour of the greater Charlottetown area with the consultant during this visit. We will start the public consultation process in September and this will give the consultants a chance to get familiar with the area and gather all the information that they need.

Results Matter - Robert noted that we now have an intern for six months to work on the the Sustainable Stratford - Results Matter project. The intern will be working on defining and gathering the data for the indicators, working on how to manage and display the data, assisting with the department and individual scorecards, and if time permits, drafting a manual and outlining a process for implementation of the results matter initiative.

9. PUBLIC WORKS

a) Report

Councillor MacDonald circulated a report outlining the tasks of the public works staff since the last meeting. Staff has been working on sidewalk repairs, building maintenance, grass cutting and trimming and other daily activities. It was also noted that Pauley Asphalt will be paving a portion of the Cotton Park parking lot within the next few weeks.

Councillor MacDonald noted that our gardener Claire Walker has been doing a marvelous job looking after all our flower beds. She is currently meeting with the Sister Cities Committee to plan for next year's reunion.

It was noted that plans are underway to replace some of the stained carpet at the library with ceramic tile. Our cleaners have tried steam cleaning the carpet on several occasions, but the stains are set and cannot be removed.

It was noted that there are still a few minor deficiencies to be corrected at the Tea Hill Park building, but it is open and operating normally. The Cricket Club has stocked the canteen and they are holding cricket practices on a regular basis.

Councillor MacDonald stated that we still only have one price for the repairs to the Town Centre. Two other contractors have looked at the building, but they have not yet submitted bids.

The tender for the design of both the Mason Road and Keppoch Road sidewalk, bike lane and storm sewer projects was awarded to CBCL. Once the design is complete, the tender will go out for the construction of these projects.

Councillor Cooper stated that the medians needed a lot of attention and staff has done a lot of work on it this past week. It will be a constant battle with the wet weather, but the gardeners have a good handle on it and he wanted to say thank you to them for a job well done.

10. STRATFORD UTILITY CORPORATION

a) Report

Included in the package for Council to review. Councillor Ogden gave a brief overview of his report noting that the water and sewer rate study has been completed, and there will be a presentation by the consultant to Council on September 7 at 6:30 p.m.

Councillor Ogden noted that there was also some discussion on exploring new wellfields to identify new sources of water for the Town and this discussion is still ongoing.

It was noted that staff had a few issues to deal with such as the lighting strike at the Pondside sewer lift station which caused some backup, but it was quickly resolved and the lift station was up and running again within two hours. However, it did create some difficulties and we received a claim for damage from a resident and this will be discussed at the next Utility meeting.

Councillor Ogden noted that we renewed a major utility loan and received a lower rate of interest.

Mayor Dunphy asked if we are receiving requests for water or sewer on an ongoing basis and Councillor Ogden replied that we do receive some requests, but the demand is mainly for water connections. He added that he is not aware of any significant problems with sewer or risk areas in the Town at this time. However, he added that without the infrastructure funding to connect as much of the Town as possible, we are continually at risk for any sewer or water problems.

b) Financial Statements

Councillor Ogden noted that the financial statements are included in the package and we are continuing to run a substantial surplus.

12. RECREATION AND ENVIRONMENT

a) Report

Included in the package for Council to review. Councillor Griffin noted that we have had some great events this summer. She stated that Canada Day was a great success and hugely attended. On July 4 the Town held a ceremony to recognize Pride Week by raising the Pride Flag, and on July 9 the Annual Strawberry Festival was held and approximately 500 people attended.

It was noted that the summer programs are coming to an end and planning is underway for playoffs and closing ceremonies.

Councillor Griffin stated that the summer day camp, which is a new initiative, is a great success with 10 - 17 children attending each week. She also noted that 37 youth participated in the tennis program, and 36 youth took part in the Intro to Sports program. Councillor Griffin took a moment to congratulate the recreation staff, both permanent and seasonal, for their excellent work.

b) Resolution RC002- 2011 Arts and Acquisition Policy

Moved by Councillor Diane Griffin
Seconded by Councillor Emile Gallant

WHEREAS the Arts and Culture Committee, a sub-committee of the Recreation and Environment Committee, felt it desirable to have an Arts and Acquisition Policy for the Town of Stratford; and

WHEREAS the Recreation and Environment Committee has reviewed and approved the policy drafted by the Arts and Culture Committee.

BE IT RESOLVED that the attached Arts and Acquisition Policy be hereby adopted.

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

Councillor Ogden took a moment to congratulate the under 12 girls soccer team who recently won a soccer tournament off Island, and he would also like to congratulate Councillor Cooper on hosting the winning Mosquito AA provincial baseball championships.

Councillor Cooper wanted to congratulate Councillor Griffin and staff members Joanne Weir and Tanya Craig who were a part of the discussions at Williams Gate. There was some concern before the actual meeting, but everyone did a wonderful job and calmed all the concerns. Councillor Griffin thanked Councillor Cooper for his kind words and thanked both he and Councillor MacDonald for attending the session.

13. FINANCE AND ADMINISTRATION

a) No Report

Councillor Cooper noted that the Finance and Administration Committee did not hold a meeting in July, as there were no major issues financially to deal with, although Councillor MacDonald has identified some issues regarding repairs to the Town Centre that will be ongoing. We have budgeted for some of the repairs within this year's finance budget, but we will be discussing it further as we move forward with the repairs.

b) Financial Statements

Included in the package for Council to review.

Councillor Cooper stated that a lot of areas are coming in under budget, but added that some of the larger expenditures do not come in until the fall.

Mayor Dunphy noted that we seem to be on target, but he would like us to keep an eye on the street lighting expense. It is $76,000 to date, and the budget is $89,000, so we seem to be seeing some savings there. Councillor Gallant stated that there will be 15 to 18 lights going in, and Robert added that one month's bill is also missing.

c) Resolution FA006-2001 Auditing Services - Tender Award

Moved by Councillor Randy Cooper
Seconded by Councillor Emile Gallant

WHEREAS requests for proposals were let for auditing services for the Town of Stratford, the Stratford Utility, the Stratford Business Park, and the Stratford Seniors Complex for the next four years; and

WHEREAS the requests for proposals were reviewed by a finance sub-committee consisting of Chair Randy Cooper, Vice-Chair Emile Gallant, and committee member Rick Richard; and

WHEREAS the finance sub-committee reviewed the proposals and recommends that the proposal submitted by Grant Thornton be accepted, as it meets the tender requirements and provides adequate resources based on price and hours allocated to the audit; and

WHEREAS the proposed price is based on the fee for a total of four years and for those that quoted that the rates changed based on CPI, a rate of 5% was used to estimate the cost of inflation for the four year period.

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

Question: CARRIED

d) Resolution FA007-2011 Amendment to Donation Policy

Moved by Councillor Randy Cooper
Seconded by Councillor Ogden

WHEREAS a request for financial assistance was received from Pat and the Elephant; and

WHEREAS the Finance Committee and Council reviewed the Donations Policy and determined that a change was warranted to the out of province travel. The out of province travel will be available to residents who are 21 years of age and under. The amounts given per person for travel within the Maritimes has increased from $25 to $40; for travel to Newfoundland, Quebec and Ontario from $30 to $50, and travel beyond Ontario has increased from $50 to $75 per person.

BE IT RESOLVED that the attached amended Donations Policy be approved.

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

Question: **CARRIED**

14. PLANNING AND HERITAGE

a) No Report

Deputy Mayor Clow noted that the Planning and Heritage Committee did not hold a meeting in July. However, he noted that there is a lot happening in the Town, with many single family homes being built; the new Quick Stop should be open in September and will house the Tim Horton's that is moving over from Home Hardware; and the House of Excellence is now open for business.

b) Permit Summary

Included in the package for Council to review.

c) Resolution PH025-2011 - Street Name Request - Connor Holdings

Moved by Deputy Mayor Clow
Seconded by Councillor Diane Griffin

WHEREAS a street name request has been submitted by Connor Holdings the new public road located in Strathearn Cove Subdivision; and

WHEREAS the Heritage Committee reviewed and supports the following street name: Strathearn Lane.

BE IT RESOLVED that approval be granted to a request from Connor Holding to name a new public road in the Strathearn Cove Subdivision as follows:

- Strathearn Lane

Discussion: Councillor Cooper asked if there was a Stratford Lane in the Town and Deputy Mayor Clow replied that to his knowledge there is not. Robert noted that we do have 911 civic addressing standards and staff reviews the requests against the standards.

Question: **CARRIED**

d) <u>Resolution PH026-2011 - Street Name Request - McCarron Way</u>

Moved by Deputy Mayor Clow
Seconded by Councillor Steve MacDonald

WHEREAS a new street is being constructed in the Alan Mason Subdivision; and

WHEREAS the Heritage Committee reviewed and supports the following street name:

- McCarron Way

BE IT RESOLVED that approval be granted to a request submitted by Alan Mason to name a new street as follows:

- McCarron Way

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

Question: **CARRIED**

e) <u>Resolution PH027-2011 - Street Name Request- Squire Lane</u>

Moved by Deputy Mayor Clow
Seconded by Councillor Emile Gallant

WHEREAS a new public road has been constructed in the Kel Mac Subdivision between Ducks Landing and Heron Drive; and

WHEREAS the Heritage Committee reviewed and supports the following street name:

- Squire Lane

BE IT RESOLVED that approval be granted to the following street name:

- Squire Lane

Discussion: Deputy Mayor Clow noted that the property was owned and farmed by William Farquharson and he was referred to as the squire. Mr. Farquharson also served as justice of the peace.

Question: **CARRIED**

f) <u>Resolution PH028-2011 - Stawberry Hill Subdivision Revised Plan</u>

Moved by Deputy Mayor Clow
Seconded by Councillor Steve Ogden

WHEREAS on June 10, 2009 Council passed resolution PH014-09 and granted preliminary subdivision approval to an application received from Gordon MacPherson to subdivide the land including parcel No. 859009 and Parcel No. 924928, with the total area of 26.22 acres, located off the Georgetown Road, and zoned Two-Family Residential (R2); and

WHEREAS on July 8, 2009 Council passed a subsequent resolution PH017-09 for a revision to the preliminary plan creating a more efficient public right-of-way and replacing a private road with a public road; and

WHEREAS the developer is proposing to reconfigure the approved plan in order to make the plan more feasible and workable; and

WHEREAS the new plan has been reviewed by planning staff and the site was visited by Mayor Dunphy and members of Council and no issue was identified.

BE IT RESOLVED that approval be granted to the Strawberry Hill subdivision revised plan in accordance with drawing No. M-11-83 signed by Mantha Land Surveys Inc, dated on June 30, 2011, as attached to this resolution.

Discussion: With the aid of the overhead projector, the planning director explained the new configuration.

Question: **CARRIED**

15. COMMITTEE OF THE WHOLE

a) Resolution CW007-2011 Rotary Run for Mikinduri - Request for Support

Moved by Councillor Randy Cooper
Seconded by Councillor Diane Griffin

WHEREAS the Rotary Club of Stratford is partnering with the Mikinduri Children of Hope Foundation in the Fourth Annual Run for Mikinduri, and is requesting support from the Town in the amount of $1,000.

BE IT RESOLVED that the Town sponsor the Rotary Run for Mikinduri in the amount of $1,000, and advise the Rotary Club that this will be our final year for sponsorship.

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED (1 Abstention - Councillor Gallant)**

16. SAFETY SERVICES

a) No Report

Councillor Gallant noted that the committee just met on Monday, so there is no written report. He stated that the traffic calming surveys continue to come in. We have received about 100 to date, and we are doing another ‘push’ to try and get more residents to submit their surveys. We have set August 26, 2011 as the deadline for submissions. The Traffic Safety Committee will meet in early September to prepare some proposals to present to the Safety Services Committee and to the public.

Councillor Gallant also noted that a letter will be sent to the residents of the Rosebank area who sent in the petition asking them to complete the survey and submit it.

Mayor Dunphy suggested sending out a press release coming on the last week before the deadline to remind people to fill out the survey.

b) Street Light Report

Included in the package. Councillor Gallant noted that a request has been forwarded to Maritime Electric for 14 new lights on the Georgetown Road.

c) RCMP Report

Included in the package. Deputy Mayor Clow asked if our contract is up in 2012 and Councillor Gallant replied that it is and noted that the province is the lead negotiator for PEI. Robert stated that we did meet with the Federation of Prince Edward Island Municipalities (FPEIM) and it is felt the it is still going to be 70/30 contract. However, we have not received any official word on this.

d) Humane Society Report
Included in the package.

e) Transit Report
Included in the package. Councillor Gallant noted that the number of passengers has gone up again, and hopefully after the re-launch the numbers will increase again.

Councillor Ogden noted that between now and the launch it would be good if the transit company could be response to some things like Old Home Week. Maybe they could advertise their runs and stops to make it easier for kids to take the bus over and take it home in the evening. It is a safety issue, with the number of people walking across the bridge during Old Home Week. Councillor Gallant stated that he will ask Robert to send an email to the transit company and see what can be done.

Councillor Ogden stated the other issue he would like to raise is the residents of Rosebank Road and getting back to them and Councillor Gallant replied that a reply has been drafted and will be go out this week.

f) Fire Company Report
No Report.

17. ECONOMIC DEVELOPMENT

a) No Report
The Economic Development Committee did not hold a meeting in July.

18. HUMAN RESOURCES

No Report

18. OTHER COMMITTEES

a) Stratford Seniors Complex
The committee did not hold a meeting in July. Councillor Ogden noted that his neighbour Bus Gay is working to access funding for seniors housing.

19. PROCLAMATIONS

Nil

20. OTHER BUSINESS

a) Press Release for Waterfront
Councillor Ogden stated that we identified that we need to put some information out - whatever can be publically released. He would strongly recommend that we get a press release out as soon as possible to give people time to consider what is going to take place on the waterfront.

21. ADJOURNMENT

There being no further business the meeting adjourned at 5:46 p.m.

David Dunphy, Mayor

Robert Hughes, CAO