

REGULAR MONTHLY COUNCIL MEETING

September 12, 2012

Approved Minutes

DATE: September 12, 2012
TIME: 4:30 p.m. – 5:52 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Gary Clow; Councillors Steve MacDonald; Diane Griffin; Emile Gallant (*arrived at 5:37 p.m.*); Randy Cooper; Steve Ogden; Jeremy Crosby, Manager Public Works and Utility and Acting CAO; Joanne Weir, Assistant Recreation Director; Kim O’Connell, Manager of Finance and Administration; Vahid Ghomoshchi, Director of Planning; and Mary McAskill, Recording Clerk

REGRETS: Robert Hughes, CAO

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor Dunphy called the Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those in attendance.

2. APPROVAL OF THE AGENDA

The agenda was approved with the following change – Planning and Heritage will be moved up in the agenda to become item #10 and Public Works will become item #14.

3. MINUTES

It was moved by Councillor Cooper and seconded by Deputy Mayor Clow that the August 8, 2012, Regular Council Meeting Minutes be approved as circulated.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS FROM THE FLOOR

Nil

6. CARI REPORT

Report included in the package.

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's report was circulated to Council via email. Mayor Dunphy gave a brief overview of his report noting that since the last Council meeting he attended the following events and meetings:

- attended the presentation by Lawrence Hill on the *Book of Negroes* – a very successful and largely attended event.
- attended HR Committee meeting.
- attended Palmer Conference on Immigration at UPEI – a very good conference and the speakers were very knowledgeable.
- made a presentation to the Greater Charlottetown Area Chamber of Commerce Board of Directors, to give an update on Stratford and advise them of Stratford's priorities.
- attended a Run4Wishes event at the Stratford Sobey's that was organized by HMCS Charlottetown in aid of the Children's Wish Foundation.
- attended the 50th Wedding Anniversary of Stuart and Ann Aitken.
- attended the launch of the rain barrel program on September 7; (the Town is in partnership with the Insurance Bureau of Canada on this project) and on Saturday, September 8 more than 400 rain barrels were distributed. Mayor Dunphy gave special thanks to staff involved in getting the barrels distributed.
- attended the Canada wide beach cleanup event at Tea Hill Park.
- attended the very first *Community Potluck Supper* organized by the Diversity and Inclusion Committee and held at the Stratford Town Centre. Councillor Ogden, Councillor MacDonald, MP Lawrence MacAulay, MLA Alan McIsaac and MLA James Aylward were also in attendance.
- attended Economic Development Committee meeting.
- attended launch event for Sun Country Highway's EV Charging station on Shepard Drive.

9. CHIEF ADMINISTRATIVE OFFICER

Report included in the package for Council to review. In Robert's absence, Jeremy Crosby, Acting CAO, gave a brief overview of the report.

10. PLANNING AND HERITAGE

a) Report

Included in the package for Council to review. Deputy Mayor Clow stated that planning board met on Monday, August 20, and most of the items discussed will be dealt with through the following resolutions.

b) Permit Summary

Included in the package for Council to review.

c) **Resolution PH016-2012 Terry Stewart – DP124-12 – Accessory Building**

Moved by Deputy Mayor Clow

Seconded by Councillor Diane Griffin

WHEREAS an application has been received from Terry Stewart to build a 160 sq.ft. Accessory Building (after the fact) in the Flanking side yard of his property on parcel number 289561, located at 2 Reeves Boulevard; and

WHEREAS in accordance with section 5.1 (1) of the Town's Development Bylaw, building an accessory structure in the side yard is not permitted, however, it may be permitted by Council where it deems there would not be an adverse impact on adjoining properties; and

WHEREAS after reviewing this application the planning staff is of the opinion that the proposed accessory building will be architecturally compatible with adjacent properties and placing this building in the flanking side yard would not create adverse impacts on the adjoining properties.

BE IT RESOLVED that approval be granted to a request from Terry Stewart to place an Accessory Building in the Flanking side yard of his property located at 2 Reeves Boulevard.

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

For clarification, Councillor Cooper stated that as this pertains to the bylaw today, it is not permitted, but under Council's discretion it could be approved, and Vahid replied that is correct. Councillor Cooper asked if this had to go out to the neighbouring property owners for input, and Vahid replied that in this case it was not required. Councillor Clow stated that this would be a small building facing the Trans Canada Highway. Mayor Dunphy added that part of the problem is that it is a corner lot, and when you have a corner lot, the side yard is also the backyard. Councillor Cooper asked if the neighbouring property owners would be able to do this without sending notice out to the neighbours and Vahid replied that it would be the same as this request, it would have to come to Council.

Question: **CARRIED**

d) **Resolution PH017-2012 Class "A" Auto Sales (c/o Quinn & McNally) Special Permitted Use 20 Myrtle Street**

Moved by Deputy Mayor Gary Clow

Seconded by Councillor Steve Ogden

WHEREAS an application has been received from Class "A" Auto Sales (c/o Quinn & McNally Const. Inc.) to establish and operate an Automobile Sales and Service Centre

out of a portion of the existing building on parcel number 894956, located at 20 Myrtle Street within the Stratford Business Park; and

WHEREAS the proposed use of Automobile Sale and Service Centre in the Business Park (Zone M2) falls under section 17.3 Special Permitted Uses of the Town's Development Bylaw; and

WHEREAS pursuant to Section 24.3 (3) a public meeting shall be held to allow the Applicant to present the development proposal to residents to obtain their input;

BE IT RESOLVED that approval be granted to proceed to a public meeting on Wednesday September 26, 2012 at 4:30 p.m. in order to present the proposed development proposal to residents and obtain their input regarding a Special Permitted Use of Automobile Sales and Service Centre in the Stratford Business Park.

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

Question: **CARRIED**

e) **Resolution PH018-2012 Trevor Bevan Revision to Subdivision – Kinlock Road**

Moved by Deputy Mayor Clow

Seconded by Councillor Randy Cooper

WHEREAS the Town has received a new proposal from Mr Trevor Bevan as a revision to the previous approved plan to subdivide the parcel number(s) 613315, 720458, 721480 and a strip of parcel No. 410662, located on the Kinlock Road and create 2 new Single Family and 2 Semi-Detached dwelling lots; and

WHEREAS in August 2010, Council granted preliminary approval to Mr Bevan's application to subdivide the proposed land to create 2 Single Family Dwellings and 4 Semi-Detached lots; and

WHEREAS in comparison with the original plan the current Mr. Bevan's proposal creates lower density and meets the Town's Development Bylaw requirements.

BE IT RESOLVED that approval be granted to Mr Bevan's revised subdivision plan to create 2 Semi-Detached and 2 Single Family lots in the proposed land in accordance with the survey plan showed in drawing no. 12159 prepared by Island Surveying and Engineering dated June 11, 2012 subject to:

- The private access road shall be designed and built in accordance with TAC Standards and certified by a designated professional engineer.

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

Vahid explained the revision with the aid of the overhead projector noting that the current proposal meets all the requirements and regulations for the R2 Zone.

Question: **CARRIED**

f) **Resolution PH019-2012 VA002-12 – Peter Johnson – Lot Coverage Ratio Adjustment 7 Chelsea Circle**

Moved by Deputy Mayor Clow

Seconded by Councillor Diane Griffin

WHEREAS an application has been received from Peter Johnson to build a single family dwelling on parcel number 854224, located at 7 Chelsea Circle; and

WHEREAS the total lot coverage of the proposed building is 24% (2,817 sq. ft.); and

WHEREAS in accordance with section 8.6 (5) of the Town's Development Bylaw the maximum Lot Coverage for a Dwelling of more than one-storey shall be 20%, however, Council may permit a lot coverage of up to 25% where it deems there would not be an adverse impact on adjoining properties, subject to such terms and conditions as may be established by Council; and

WHEREAS after reviewing this application the planning staff is of the opinion that the proposed lot coverage would not create negative impacts on the adjoining properties.

BE IT RESOLVED that approval be granted to Peter Johnson's proposal for a Lot Coverage Ratio Adjustment from 20% to 24% to build a single family dwelling on parcel number 854224, located at 7 Chelsea Circle.

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

Question: **CARRIED**

11. STRATFORD UTILITY CORPORATION

a) Report

Included in the package for Council to review. Councillor Ogden noted that the Utility Corporation continues to work on the following items:

Fullerton's Creek Wellfield Development – the transmission main project has been awarded to Island Coastal Services. They will begin work on Monday, September 17, and the expected completion date is mid-October.

Trial Water Metering Program – fifty water meters have arrived for the trial water metering program and staff has started installing the meters. The data from these meters will be read remotely and will help the utility develop metering rates.

Rain Barrel Program – Councillor Ogden thanked the staff for doing such a fantastic job when the rain barrels were being distributed. He would especially like to thank Jeremy for coming in on his day off to help with the distribution.

Councillor Ogden noted that there was a joint press conference with the Town and IBC on September 7, 2012 to promote the rain barrel program. The rain barrel pick up was a great success and staff and Council were on hand to greet residents and to coordinate the day with the Insurance Bureau of Canada (IBC). We gave out 422 barrels, and we have more in storage, so we are hoping more utility customers will come in and pick up a barrel, as we believe it will make an impact on our stormwater management system. It was also noted that staff has already started inspections on the installation of the barrels.

Water Safety/Wellfield Protection Plan – as part of the plan letters of mandatory sewer connection and septic tank decommissioning were recently sent out.

In addition to the above, the utility staff has been busy with the following items:

- wastewater treatment plant maintenance
- annual pumping station maintenance – all stations have been completed
- annual water valve exercising program – all valves are now exercised
- inspection of new water and sewer connections
- scheduled water sampling; and
- emergency call outs as they occur

Councillor Ogden noted that there were no major issues with the sanitary collection system, or the water distribution system during the past month.

Councillor Ogden noted that there are more rain barrels to give out, and we encourage Stratford Utility customers to come in and pick up a barrel if they haven't already. Councillor Cooper asked if it is possible, because we have a surplus of barrels, for a family to have more than one, and Councillor Ogden stated that we want to ensure that all utility customers have a chance to get one first, but at some point we may consider allowing a customer to have more than one. Jeremy stated that there has been some discussion with IBC and we want to let the program run for a few months to give all our customers the opportunity to get a barrel. However, there is the possibility that people could have a second barrel after all customers have had the opportunity to get a barrel.

Deputy Mayor Clow noted that people have been asking him if it is okay to wait until spring to connect them. Jeremy stated that we do encourage them to connect the barrels

now; however we do understand why people would like to wait until spring. He added that the \$50 charge on their account is not due until June 1, 2013, so as long as they have their barrel connected by June 1, 2013, the charge will be removed from their account.

Mayor Dunphy stated that from the discussions with the Insurance Bureau of Canada they would prefer that the barrels were hooked up right away, and that customers go through the exercise of decommissioning for the winter. The decommissioning will consist of taking the barrel out and putting the down spout back in place. He noted that if people connect them now there is a higher probability that they will use the barrels.

12. RECREATION AND ENVIRONMENT

a) Report

Included in the package for Council to review. Councillor Griffin gave a brief overview of the report noting that there was a large number of youth involved in a variety of activities over the summer. Just to name a few, she noted that 146 participants registered for the nine week summer camp program for youth ages 8 – 12 years. This is an increase from last year which was the first year for the camp.

It was noted that there were 37 participants in the Intro to Sport program for children ages 3 – 6 years, and 52 participants in the tennis program. There were also many participants in baseball and soccer – just a tremendous amount of youth involved in programs this summer.

Another highlight was the Stratford Youth Can Do float that was in this year's Gold Cup and Saucer Parade. The summer camp youth designed and created the float and the theme was "Buy Local – Live Healthy."

It was noted that the Community Expo is being held on September 29 in the Town Centre's gymnasium and there will be a large number of contributors participating.

Councillor Griffin stated that we will be hosting the Stratfords of the World starting Thursday, September 13 until Tuesday, September 18. She noted that the organizing committee has done a wonderful job organizing the event.

Councillor Griffin stated that the recreation department has had a very busy summer and thanks goes out to all staff for doing such a wonderful job.

Mayor Dunphy asked if there was update on the skateboard park and Councillor Griffin stated that this is something that she plans to get to in the new year. She noted that she and Joanne Weir have gathered a great deal of information over the past few years. She feels that what is expected by potential users is something very grand and that is not without a lot of consequences in terms of cost and possible partnerships. Mayor Dunphy stated that he was thinking in terms of the budget process, which will be starting in the

fall, and Councillor Griffin replied that it would be planning money that would be needed and not capital at this point because the discussions and planning will take place in 2013. Mayor Dunphy stated that we will probably have a discussion on it at the Committee of the Whole as we go through the budget process, because there are definitely some people inquiring about it and we should get as much information as we can to address the inquiries.

13. FINANCE AND ADMINISTRATION

a) No Report

Councillor Cooper stated that a meeting was not held in August, but the committee will be holding a regular meeting in September.

b) Financial Statements

Included in the package for Council to review. Councillor Cooper noted that we continue to run on par with our revenue. He noted that our expenses are still coming in considerably lower than expected, but added that not all expenses for the year are in yet. Councillor Cooper stated that it will soon be time to start the budget process to get ready for 2013, and the committee would like to see all the bills come in so we can project where we will be at the end of the year.

14. PUBLIC WORKS

a) Report

Included in the package for Council to review. Councillor MacDonald gave a brief overview of the report.

Trans Canada Trail - the trail started on Shakespeare Drive is expected to be completed by the end of this week.

Stratford Trails – have been installed from Starling Crescent to Bunbury Rink Hall (through Starling Park). Natural walking trails are being installed from the four entrances and throughout Stonington Phase 6. A natural trail through the woods along the stream from the Keppoch Road to Tuckers Way is also near completion.

Municipal Maintenance Building - the additional has been completed.

Sidewalk and Bike Lane Construction 2012 – the design is now complete for the Parklane to Bonivista section of the sidewalk and bike lane. We are awaiting approval from the Department of Transportation and Infrastructure Renewal (TIR) for storm sewer. Public works is also working with TIR to complete several road widening areas for additional bike lanes within the Town. There was a brief discussion on the holdup with TIR and Jeremy stated that he met with senior staff members who informed him that they had some issues came up where projects came in over budget, and there was some bridge construction that had to be done prematurely. Jeremy reiterated that this information

came from senior staff and not the Minister. Councillor Ogden asked if we can carry our funding over to next year and Jeremy replied that we could. Mayor Dunphy stated that we will investigate it further to see whether or not it can be done in the current calendar year.

15. COMMITTEE OF THE WHOLE

Nil

16. SAFETY SERVICES

a) Report

Included in the package for Council to review. Councillor Gallant noted that the last Safety Services meeting was held on August 13, and Thane Clark from the Department of Environment (responsible for pesticide use), and Corporal Martin Roy of the RCMP attended the meeting. We asked Mr. Clark to come in and do a presentation on monitoring and control of pesticides and we plan to include the information in our newsletter. We invited Corporal Roy in for a discussion on speeding and other RCMP related issues. Councillor Gallant also noted that he is waiting for the CAO to return and set up a meeting with Staff Sgt. Mike Murphy to discuss some issues such as the reporting procedure of the RCMP to Council.

Mayor Dunphy referred to the Safety Services minutes where there was some discussion regarding installing some permanent speed radars – similar to what Hunter River has done. He feels that the flashing lights do work, as people tend to slow down when they see them. Councillor Gallant noted that he has had a few requests for one on the Keppoch Road just past the church. Jeremy stated that this is done though province and we would need to submit a request to TIR.

Mayor Dunphy referred to another item discussed at the meeting – the program provided by the Brain Injury Association of PEI. Councillor Gallant noted that they plan to work with the program and the two schools.

b) Street Light Report

No Report

c) RCMP Report

Report included.

d) Humane Society Report

Report included.

e) Transit Report

Included in the package. Mayor Dunphy asked about the transit numbers and Councillor Gallant replied that they have stabilized. He noted that the preliminary draft of the

promotional marketing plan has been received. He stated that the CAO is to meet with Trius to see what is specific to Stratford.

Mayor Dunphy stated that he would like to have the transit report in a different format, as he finds the graph very difficult to read.

Councillor Ogden asked if a final draft of the marketing plan was received and Councillor Gallant replied that he doesn't know, as he has been away and hasn't had a chance to speak with the CAO who is currently away. Councillor Ogden stated that he had noted at the Safety Services meeting and will note again that we need to target the young people. They need to become aware of the cost and transit schedules so that they might start taking the bus.

17. ECONOMIC DEVELOPMENT

- a) **No Report** – Mayor Dunphy gave a brief verbal report noting that the committee met on Monday, September 10 and Robert lead the committee in discussions on the communication and branding strategy. He reviewed the operation plan on the strategy as it ties in with our results matter initiative. It was also noted that an rfp was issued for a new website design.

18. HUMAN RESOURCES

No Report

19. OTHER COMMITTEES

a) Stratford Seniors Complex

Councillor MacDonald noted that the paving and painting of the disabled parking spaces has been completed. There are now four handicap parking spaces at the front of the complex.

Councillor MacDonald stated that committee member David Ing, maintenance person Gerry O'Connell, and staff will meet on September 19 to draft a three year capital plan. The 2013 operating budget will be reviewed at this time as well.

20. PROCLAMATIONS

a) National Seniors Day

Whereas *On October 1, communities across Canada will join together to recognize National Seniors Day; and*

Whereas *Seniors in Stratford are present in all aspects of our lives; they are our parents, our grandparents, our teachers, our volunteers, our mentors, our neighbours, and our co-workers; and*

Whereas *National Seniors Day focuses on celebrating and recognizing the contributions made by seniors to better their communities, families and workplaces; and*

Whereas *Every day seniors right here in Stratford make a big difference and we value what they are doing.*

Therefore,

Be it Resolved *that I, David Dunphy, Mayor of Stratford, do hereby proclaim October 1, 2012 as National Seniors Day, and urge my fellow citizens to recognize the crucial role played by older Canadians in our community.*

In Witness,

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

21. OTHER BUSINESS

Nil

22. ADJOURNMENT

There being no further business the meeting adjourned at 5:52 p.m.

Mayor David Dunphy

Jeremy Crosby, Acting CAO