

REGULAR MONTHLY COUNCIL MEETING

March 13, 2013

Approved Minutes

DATE: March 13, 2013
TIME: 7:30 p.m. – 8:34 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

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

REGRETS: Deputy Mayor Clow

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor David Dunphy called the Regular Monthly Council Meeting to order at 7:34 p.m. and welcomed those in attendance.

2. APPROVAL OF THE AGENDA

The agenda was approved as circulated.

3. MINUTES

It was moved by Councillor Steve Ogden and seconded by Councillor Diane Griffin that the Regular Monthly Meeting Minutes of February 13, 2013, be approved as circulated.

4. BUSINESS ARISING FROM MINUTES

Councillor Ogden stated that an invitation was extended to the RCMP to attend the Committee of the Whole meeting, but we were not able to arrange it for February’s meeting. He also noted that we haven’t yet received the breakdown of the number of tickets issued in Stratford, but we hope to have that information for the next meeting.

5. PRESENTATIONS FROM THE FLOOR

Nil

6. CARI REPORT

Included in the package for Council to review.

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 a verbal report noting that since the last Council meeting he attended the following events:

- attended the Chinese New Year celebrations at the civic centre – it was a huge event with approximately 750 people attending
- attended the Committee of the Whole meeting
- the winter carnival was held in February and the Senior Volunteer of the Year Award was presented at that event
- along with Robert, attended some revenue sharing meetings, as well as various committee meetings

9. CHIEF ADMINISTRATIVE OFFICER

Included in the package for Council to review. Robert gave an update on his report noting that the internal communications team is currently working on the content for the new website; it all has to be re-worded to reflect our brand and key message.

Robert noted that we had another great response to our resident survey and he hopes to be able to make a presentation on the results at the next meeting.

It was noted that there is some training scheduled for the week following the March break for the engagement strategy, and we have an rfp out for some social media training.

Robert noted that the Buy Local Citizen Panel has now had their second session. The group involved is very engaged and it is great to have them involved with the decision making.

Councillor Ogden asked Robert to share how the people on the panel were chosen. Robert explained that we sent out a mass email asking residents to reply if they were interested in sitting on the panel. We then took all the names that were submitted and did a random draw, and we also made sure we had a gender and age balance on the panel. Mayor Dunphy agreed that we have a great group of people on the panel and things are going quite well.

10. INFRASTRUCTURE

a) Report

Included in the package for Council to review. Councillor Gallant gave a brief overview of his report noting that some of the items discussed were the salting and sanding of sidewalks and road resurfacing.

For clarification, Mayor Dunphy referred to section 4 d of the Infrastructure minutes where it states that the engineering part of the project has been completed, and projects are 'a go' pending approval of funding. Councillor Gallant stated that we have two projects submitted for funding and are currently waiting for a reply. Mayor Dunphy noted that when we get the word on the funding we will be ready to go, and Councillor Gallant replied that is correct.

b) Resolution INC003-2013 – Cleaning Contract Tender Award

Moved by Councillor Emile Gallant

Seconded by Councillor Randy Cooper

WHEREAS the tender for a Cleaning Contract for the Town Centre, the Cotton Centre Complex, the Stratford Library and the RCMP Office closed on February 22, 2013; and

WHEREAS the following table outlines the tender that best meets the Town's cleaning requirements; and

Company	Year	Town Hall	Cotton Centre	Stratford Library	RCMP Office
Ness Maintenance	2013/2014	\$47,817.00	\$4,334.20	\$2,872.80	\$1,953.00
	2014/2015	\$47,817.00	\$4,334.20	\$2,872.80	\$1,953.00
	Optional yr	\$49,251.51	\$4,464.43	\$2,958.90	\$2,011.59
Company	Year	Town Hall	Cotton Centre	Stratford Library	RCMP Office
WINC	2013/2014	\$82,982.39	\$4,126.61	\$5,524.78	\$3,910.72
	2013/2014	\$87,131.51	\$4,332.93	\$5,801.03	\$4,106.26
	Optional yr	\$91,488.09	\$4,549.58	\$6,091.08	\$4,311.57

WHEREAS the prices received included the supply of all cleaning and paper products – gst included; and

WHEREAS the tender was reviewed at the Infrastructure Committee meeting held on February 26, 2013; and

WHEREAS the Infrastructure Committee recommends that the tender submitted by Ness Maintenance be accepted.

BE IT RESOLVED that the cleaning contract submitted by Ness Maintenance in the amounts listed in the above table be accepted.

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

Question: **CARRIED**

c) Resolution INC004-2013 Grass Cutting Tender Award

Moved by Councillor Emile Gallant

Seconded by Councillor Steve Ogden

WHEREAS tenders were received for grass cutting for properties owned by the Town of Stratford, the Stratford Utility, the Stratford Business Park and the Southport Seniors complex for a two year contract with an option year; and

WHEREAS the following tenders were received;

Company	Year	Town Properties	Seniors Properties	Utility Properties	Business Park	Totals
Exact Lawn Care - hourly rate \$55	2013	\$24,750.47	\$1,286.78	\$4,788.00	\$1,646.88	\$32,471.13
	2014	\$27,275.52	\$1,415.45	\$5,266.80	\$1,810.46	\$35,768.23
	Option	\$29,948.08	\$1,557.00	\$5,792.88	\$1,991.51	\$39,289.47
		\$81,947.07	\$4,259.23	\$15,847.68	\$5,447.85	\$107,528.83
D&D Lawn Care – hourly rate \$35	2013	\$21,466.20	\$2,052.00	\$3,420.00	\$410.40	\$27,348.60
	2014	\$21,466.20	\$2,052.00	\$3,420.00	\$410.40	\$27,348.60
	Option	\$21,466.20	\$2,052.00	\$3,420.00	\$410.40	\$27,348.60
		\$64,398.60	\$6,156.00	\$10,260.00	\$1,231.20	\$82,045.80
Tender Lawn Care – hourly rate \$28	2013	\$53,340.00	\$1,915.20	\$6,300.00	\$2,400.00	\$63,955.20
	2014	\$53,340.00	\$1,915.20	\$6,300.00	\$2,400.00	\$63,955.20
	Option	\$53,340.00	\$1,915.20	\$6,300.00	\$2,400.00	\$63,955.20
		\$160,020.00	\$5,745.60	\$18,900.00	\$7,200.00	\$191,865.60
C&W Lawn Care Hourly rate \$20	2013	\$26,790.00	\$1,254.00	\$1,140.00	\$456.00	\$29,640.00
	2014	\$26,790.00	\$1,254.00	\$1,140.00	\$456.00	\$29,640.00
	Option	\$26,790.00	\$1,254.00	\$1,140.00	\$456.00	\$29,640.00
		\$80,370.00	\$3,762.00	\$3,420.00	\$1,368.00	\$88,920.00
Grassroots Hourly rate \$45	2103	\$29,662.50	\$2,047.50	\$6,562.50	\$1,890.00	\$40,162.50
	2014	\$30,450.00	\$2,152.50	\$6,615.00	\$1,995.00	\$41,212.50
	Option	\$31,237.50	\$2,257.50	\$6,667.50	\$2,100.00	\$42,262.50
		\$91,350.00	\$6,457.50	\$19,845.00	\$5,985.00	\$123,637.50
Lawns & Beyond Hourly Rate \$60	2013	\$44,100.00	\$1,606.50	\$4,252.50	\$945.00	\$50,904.00
	2014	\$46,200.00	\$1,680.00	\$4,465.13	\$976.50	\$53,321.63
	Option	\$48,300.00	\$1,764.00	\$4,688.39	\$1,008.00	\$55,760.39
		\$138,600.00	\$5,050.50	\$13,406.02	\$2,929.50	\$159,986.02
Green Meadows Hourly Rate \$40	2013	\$22,396.50	\$1,785.00	\$2,730.00	\$3,990.00	\$30,901.50
	2014	\$22,890.00	\$1,785.00	\$2,730.00	\$3,990.00	\$31,395.00
	Option	\$23,310.00	\$1,785.00	\$2,835.00	\$4,095.00	\$32,025.00
		\$68,596.50	\$5,355.00	\$8,295.00	\$12,075.00	\$94,321.50

AND WHEREAS the tenders were reviewed at a regular monthly meeting of the Public Works Committee held on December 20, 2012; and

WHEREAS the Public Works Committee reviewed the tenders and recommends that the tender submitted by D& D Lawn be accepted, as it meets the tender requirements, the equipment proposed is adequate, and the overall cost is the lowest.

BE IT RESOLVED that the grass cutting tender submitted by D&D Lawn Care in the amount of \$27,348.60 (gst included) for the years 2013 and 2014 be accepted.

Discussion: It was noted that this resolution bears the recommendation of the Public Works Committee. For clarification it was noted that this contract does not include the ball fields or the soccer fields; they are looked after through the recreation department.

Question: **CARRIED**

11. RECREATION, CULTURE AND EVENTS

a) Report

Included in the package for Council to review. Councillor MacDonald gave a brief overview of the report. *Winter Carnival Highlights* - the Stratford Lions Club once again did a marvelous job serving 550 people at the pancake breakfast. The official opening of the carnival included the presentation of the Stratford Senior Volunteer of the Year Award for 2012 to Ms. Alma Birt.

The Celebration of Island Life event attracted more than 400 people and introduced several multi-cultural organizations to area residents.

The Stratford Recreation Centre continues to be well used by residents. Along with the many programs offered, the Town continues to receive many requests for space for meetings, birthdays, events etc.

The youth drama "A Midsummer Night's Dream" production was held on March 9 and 10 in the youth room, and the new Stratford Art Club designed and created the set for the play.

Councillor MacDonald noted that the Town of Stratford celebrated "Pink Shirt Day" on Wednesday, February 27, along with the City of Charlottetown, the Town of Cornwall, and the City of Summerside. The pink shirt design winner was Kelly McCardle of Stratford. The 2013 "Pink Shirt Day" was coordinated by Stratford resident and Youth-Can-Do executive member Joe Killorn.

It was noted that Squiggle Brush art will be holding a March break art camp each morning for youth ages 6 – 12. Cost for the art camp is \$95 for the week or \$25 per day.

Councillor Gallant passed along a comment from a resident who would like to see more outdoor events during the winter carnival, although he acknowledged it can be a risk with the weather.

Mayor Dunphy reiterated that 'Pink Shirt Day' was a huge success and Joe Killorn did a great job. He noted that volunteers are critical to keep the community growing and we are fortunate to have such great volunteers in Stratford.

Councillor Cooper thanked Councillor MacDonald, Joanne Weir and all the recreation staff who participated in the winter carnival for a job well done.

12. FINANCE AND TECHNOLOGY

a) Report

Included in the package for Council to review. Councillor Cooper noted that the committee discussed a renewal loan of \$280,000 for the Utility Corporation. It was then forwarded to the Committee of the Whole for approval. The loan was renewed for a 10 year term from the Bank of Montreal at a rate of 3.03%.

Councillor Cooper noted that the auditors are currently working on the books and along with himself, Mayor Dunphy, Robert Hughes and Kim O'Connell will meet with them in two weeks.

The committee also discussed the request from the Queen Elizabeth Equipment Campaign for a large financial donation to be made over a period of time. This issue was also discussed at the Committee of the Whole, and it was recommended that for this year we would increase our contribution to \$5,000.

RESOLUTION

It was moved by Councillor Cooper and seconded by Councillor MacDonald that the Town increase the QEH Equipment Campaign contribution to \$5,000 for 2013.

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

Councillor Gallant asked if there was a reason why we need to do a resolution when it is part of the budget, and Robert replied that we have to make a change to our policy. During the budget process, we discussed setting up separate amounts for items that are pre-approved in the budget. We will be making changes to the policy so resolutions for items that have been specified in the budget will not be required. Councillor Gallant stated that he will support it; however, he does have a problem with the concept, as he doesn't believe it is a municipal responsibility to fund hospitals. Councillor Gallant reiterated that he will support the motion for this amount.

Question: **CARRIED**

13. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Included in the package for Council to review. In Deputy Mayor Clow's absence, Councillor Ogden gave an overview of the report noting that the committee discussed several issues. The official plan review is currently underway and the committee discussed the software that will be used to engage the public in the review process. It will allow residents to look at and comment on aspects of the official plan that are under consideration.

A subdivision proposal was discussed, and following the meeting planning board did a site visit. Councillor Ogden stated that there will be another proposal coming back to the Committee of the Whole.

Councillor Ogden stated that Heritage Sub-committee is looking for a group of residents to come together and research information on a list of topics to create a history of Stratford. He noted that the committee reviewed the list, and it is a very comprehensive list of topics. Councillor Ogden noted that it will be discussed at the next Committee of the Whole, and he hopes at some point it will be added to the website so people can add any information they may have.

b) Permit Summary

Included in the package for Council to review. Councillor Ogden stated that there has been a reduction in the amount of development permits this year, and this was expected due to the amount of development that has taken place over the past few years. It was also noted that there has been a 9 - 10% decline in the single family market for the greater Charlottetown area.

14. COMMITTEE OF THE WHOLE

Mayor Dunphy stated that the Federation of Prince Edward Island Municipalities Annual General Meeting will be held in April, and there is a resolution regarding affordable seniors housing that we will be presenting at that meeting.

a) Resolution CW004-2013 FPEIM AGM Resolution – Affordable Senior's Housing

Moved by Councillor Diane Griffin

Seconded by Councillor Steve MacDonald

WHEREAS the Federation of Prince Edward Island Municipalities issues a call for resolutions to be presented at their Annual General Meeting each year from member municipalities, on issues that are of importance to municipalities generally, and which the member municipality would like the FPEIM to assist with; and

WHEREAS the Town of Stratford recently completed a Housing Demand Study wherein the consultant determined that there is a need for more affordable seniors housing in the town and that the need will increase significantly as the senior population increases.

BE IT RESOLVED that the attached Resolution regarding Affordable Seniors Housing be forwarded to the FPEIM for consideration by the membership at the 2013 Annual General Meeting.

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

Councillor Griffin read aloud the FPEIM Resolution

Proposed Title – Seniors Affordable Housing

WHEREAS the Town of Stratford recently completed a Housing Demand Study which forecasts an increase in the Seniors population of almost 180% over the next 20 years, almost 2.8 times more seniors than are presently living in the Town. Part of this is due to the projected growth of the Town over that period, but much of it is also due to the aging population which all municipalities are facing; and

WHEREAS the study also concluded that there is a demand for more affordable senior housing in the Town and that the demand will increase significantly as the senior population increases; and

WHEREAS the current provincial and federal seniors affordable housing programs are not adequate to meet the present need, let alone the projected need.

BE IT RESOLVED that the Federation of Prince Edward Island Municipalities lobby the provincial and federal governments for increase funding and programs for affordable seniors housing to meet the present and projected needs of Island seniors.

Submitted by the Town of Stratford

Question: **CARRIED**

b) Resolution CW005-2013 – Federation of Prince Edward Island Municipalities (FPEIM) Board Member Appointment

Moved by Steve Ogden

Seconded by Steve MacDonald

WHEREAS the Federation of Prince Edward Island Municipalities (FPEIM) constitution allows for a member of the Stratford Town Council to serve as a member on the FPEIM Board; and

WHEREAS Councillor Diane Griffin has agreed to serve another term as a member of the Board.

BE IT RESOLVED that Councillor Diane Griffin be re-appointed to serve as a member of the FPEIM Board of Directors for 2013 – 2014.

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

Mayor Dunphy thanked Councillor Griffin for serving on the board in the past and for agreeing to serve another term. He noted that it is an additional task and the Town appreciates her efforts.

Question: **CARRIED (1) Abstention – Councillor Diane Griffin**

15. SAFETY SERVICES

a) Report

Included in the package for Council to review. Councillor Ogden gave a brief overview of the report noting that the committee met on February 19 and it was the first meeting of the newly formed committee. The committee discussed the RCMP facility in Stratford, the transit system, as well as some safety issues related to speeding and what can be done to elevate them. The committee also discussed sidewalk priorities and street lighting. Councillor Ogden noted that Staff Sgt. Murphy and Sgt. Loopie were in attendance to discuss the RCMP's priorities for the Town for the coming year.

b) Street Light Report

No Report

c) RCMP Report

Councillor Ogden gave a brief overview of the RCMP Report that was included in the package.

d) Humane Society Report

The Humane Society Report for February 2013 was included in the package for review. Robert noted that the report shows 61 year to date patrols and that is from last April, but that is not in line with our contract and may be just a typing error. He added that he has called the Humane Society and they are looking into it and will get back to us.

e) Transit Report

Councillor Ogden stated that the ridership for 2013 is down marginally. Robert noted that he has asked for a meeting with the transit representatives to get an update on marketing and other issues, and a meeting has been scheduled for Tuesday, March 19.

f) Fire Company

Councillor Ogden noted that two board members went to New Brunswick to look at the new fire truck and the fire company will be taking possession of the truck by the end of March. He also noted that the two new board members are working out well.

16. SUSTAINABILITY

a) Report

Report included in the package for Council to review. Mayor Dunphy noted that the new committee held its second meeting on March 1, and David Tingley was invited to attend the meeting to talk about the Community Economic Business Development (CEBD) program. This is a program that is being implemented by the province to encourage local investment. Mr. Tingley provided the committee with some information on how the business community in Stratford could utilize the program and what role the Town could play to encourage economic development in Stratford. We will continue to follow-up on this initiative.

Mayor Dunphy noted that the Diversity and Inclusion Committee will hold an event on March 21, to recognize the Elimination of Racism and Racial Discrimination and Wade MacLauchlan will be the guest speaker.

17. ACCOUNTABILITY AND ENGAGEMENT

a) Report included in the package for Council to review. Councillor Griffin noted that this is a new committee and time has been spent to bring everyone up to speed on *Results Matter*. The committee is also looking at the strategy for engagement, as mentioned in the CAO's report. Councillor Griffin noted she is looking forward to working with this great group of committee members.

Mayor Dunphy noted that we are working on the website and that is all part of the community engagement package. As time goes on, there will be some things we can measure such as hits to the website and visits to our Facebook. Mayor Dunphy stated that the more we can do on line the better, and we have many tools available to us.

Councillor Ogden stated that he feels it is a great committee and noted that one of the real challenges is getting the youth involved in decisions that affect them.

18. HUMAN RESOURCES

a) Nil

19. PROCLAMATIONS

a) Nil

20. OTHER COMMITTEES

a) Stratford Seniors Complex

Councillor MacDonald noted that there are no vacancies in the complex and we do have a waiting list of approximately 30 people, and are in need of more housing for seniors.

Kim added that we did have a pipe burst at the complex, but it was looked after right away and things are running quite well now.

21. ADJOURNMENT

There being no further business the meeting adjourned at 8:34 p.m.

Mayor David Dunphy

Robert Hughes, CAO