

REGULAR MONTHLY COUNCIL MEETING

May 11, 2016

Approved Minutes

DATE: May 11, 2016
TIME: 8:05 p.m. – 10:15 p.m.
PLACE: Stratford Town Centre, 234 Shakespeare Drive

PRESENT: Deputy Mayor Randy Cooper; Councillors Gary Clow; Steve Ogden; Gail MacDonald; Diane Griffin; Robert Hughes, CAO; Kim O’Connell, Director of Finance and Technology; Jeremy Crosby, Director of Infrastructure, Patrick Carroll, Director of Planning, Development and Heritage, Joanne Weir, Recreation Director; Wendy Watts, Community Engagement Coordinator; and Adele Gillis, Recording Clerk

REGRETS Councillor Keith MacLean

CHAIR: Mayor David Dunphy

1. CALL TO ORDER

Mayor Dunphy called the Regular Monthly Council Meeting to order at 8:10 p.m. and welcomed those in attendance.

2. APPROVAL OF THE AGENDA

It was moved by Councillor Ogden and seconded by Councillor Griffin that the agenda be approved with the following change: Agenda item #16 (Safety Services) will become item #11, and item # Agenda Item 16. (Infrastructure) will become item # 16.

3. MINUTES

It was moved by Deputy Mayor Cooper and seconded by Councillor Clow that the Regular Monthly Meeting Minutes of April 13, 2016 be approved as presented. Motion Carried.

4. BUSINESS ARISING FROM MINUTES

Nil

5. PRESENTATIONS FROM THE FLOOR

Nil

6. PRESENTATION TO HARRY MCLENNAN WITH CITIZENS ON PATROL (COP)

Mayor Dunphy read the following citation:

Harry is a founding member of Stratford’s Citizens on Patrol Program, and in 2008 he was the first person to respond to Tara McBride’s request for volunteers for Citizens on Patrol.

Harry has played a key role in growing the group of volunteers from the original six to now about 20 people, as well as helping a program to get off the ground in Cornwall and Souris. Through his role as Chair, and more recently co-chair of Citizens on Patrol, Harry has been the primary liaison between the group, the Town of Stratford, and RCMP. His unwavering leadership, enthusiasm, and dedication to this program will be hard to replace. Harry has represented COP at the Town's Safety Services Committee meeting and received the Town of Stratford's Neil and Gail MacDonald Volunteer of the Year Award in 2014.

Currently, Harry is a board member of the Canadian Citizens on Patrol Association with the Kidney Foundation of PEI and has organized numerous successful fundraising events.

Other Committee Harry is associated with are as follows:

- *Booster Club member of the Holland College Hurricanes Football Club*
- *Board Member of the PEI Humane Society*
- *Steering Committee Member for the IWK Fundraising Committee*
- *Organizing Committee Member of the Sport PEI/Dragon Boat Races*
- *Committee Member with Celebrate Canada/Canada Day Committee*
- *Event Chair of Bridging a Nation/Celebrate Canada*

Mayor Dunphy, RCMP Chief Superintendent Joanne Crampton, and Staff Sergeant Mark Crowther presented Mr. McLennan with gifts. Mr. McLennan thanked Tara McBride, COP volunteers, the Town of Stratford, the support received from the RCMP members, Councillor Steve Ogden, CAO Robert Hughes, and Audra Bulger for their support through the years.

Mayor Dunphy noted that there are refreshments in the lobby and we will take 15 minutes before reconvening the meeting.

Mayor Dunphy reconvened the meeting.

7. **CARI REPORT**

Report

The CARI report was included in the package for Council to review.

8. **CORRESPONDENCE**

A list of all correspondence sent and received since the last Council meeting was included in the meeting package.

9. **MAYOR'S REPORT**

Mayor Dunphy noted that he attended the following meetings and events since the last Council meeting:

- Met with Joanne Weir, Jody MacLeod, and a representative from New Line Skateparks to discuss the potential new skatepark for Stratford.

- Along with Deputy Mayor Cooper, Robert, and Kim met with our auditor BDO to discuss the 2015 audited financial statements for the Town, the Utility Corp, the Stratford Business Park, and the Stratford Seniors Complex.
- Along with Stratford Councillors and CAO Robert Hughes, attended the FPEIM AGM in St Peters Bay. Excellent day of productive meetings. Stratford was presented with the “Municipal Achievement Award” in recognition of “our commitment to enhancing the quality of life of our residents through local initiatives.”
- Attended the Stratford Watershed Improvement Group’s Annual General Meeting. Gerald MacDougall gave a presentation on “Osprey.” Very informative presentation and meeting.
- Attended the Municipal Diversity and Inclusion Workshop hosted by the Town of Stratford.
- Along with Robert, met with RCMP Chief Superintendent Joanne Crampton, Staff Sergeant Mark Crowther, and the new CROPS officer to discuss general RCMP issues.
- Attended the federal/provincial funding announcement for “Septic Sitter,” a new company owned by Kelly Galloway of Engineering Technologies Inc. This is a great announcement for Stratford which illustrates the entrepreneurial talent we have in Stratford.
- Along with Deputy Mayor Cooper, Infrastructure Committee Chair Gary Clow, CAO Robert Hughes and Infrastructure Director Jeremy Crosby, met with Hon. Lawrence MacAulay and his staff to discuss the waste water treatment plant (WWTP) and other infrastructure priorities for Stratford.
- Along with Councillors Clow, Griffin, MacDonald and MacLean, participated in a flag raising ceremony to recognize MS month on PEI.
- Attended the Greater Charlottetown and Area Chamber of Commerce AGM, Premier MacLauchlan’s Economic Outlook 2016, and the President’s Luncheon.
- Attended the press conference to announce the result of the 2016 Stratford Resident Survey.
- Volunteered for Junior Achievement’s grade 8 “Economics for Success” program at Stonepark Intermediate School. An excellent group of young people to teach for the morning. Lots of Stratford youth!

10. CHIEF ADMINISTRATIVE OFFICER

The C.A.O. noted that his report was included in the meeting package and updated the Council as Follows:

Met with Professors Don Desserud, Chair of Political Science, Carloyn Peach Brown, Chair of Environmental Studies, Nicholas Krouglicof, Associate Dean of Sustainable Design Engineering and Jim Randall, Chair of the Institute of Island Studies, to make them aware of the Global Governance Project, and start a dialogue about potential partnerships. Robert noted that he made a presentation at the FPEIM Annual General Meeting regarding open data and the project. He also spoke to Deputy Minister Paul Ledwell and the Executive Director of the Chamber of Commerce regarding the project.

Monthly Activity

- Participated in the hiring panel for the contract replacement of Nicole for her maternity leave.
- Along with Mayor Dunphy, Deputy Mayor Randy Cooper, and Finance Director Kim O’Connell – met with the auditors to review the draft financial statements. The audit was clean and the working paper files were in great shape.
- Attended HR meeting with Council and staff.
- Attended meeting with Environment Canada officials regarding the treatment plant.
- Attended an Advisory Committee Meeting on the development of a toolkit for municipal regionalization.
- Attended portions of meetings with the solicitor regarding the IRAC appeal and attended the IRAC hearing.
- Reviewed the draft final report on the resident survey.
- Participated in a Diversity Workshop – thank you to Wendy Watts for organizing the workshop.
- Attended a meeting with Jeremy Crosby, Deputy Minister MacQuarrie, and Deputy Minister Arsenault to review potential infrastructure funding.
- Met with a resident newcomer looking to establish a business in the town.
- Met the new CROPS Officer.
- Attended a Transit Committee meeting regarding the purchase of buses and infrastructure funding.
- Attended a meeting, along with Mayor Dunphy, Deputy Mayor Cooper, Councillor Clow and Jeremy, with Hon. Lawrence MacAulay and members of his staff to discuss infrastructure funding priorities.
- Worked on KPI summaries and presentation.
- Attended committee meetings, staff meetings and to the day to day affairs of the corporation.

11. SAFETY SERVICES

a) Report

Councillor Ogden noted that the Regular Safety Service Committee Meeting was held on April 18 and a copy of the minutes were included in the agenda package.

Councillor Ogden noted the following items from the minutes:

- A list of RCMP members assigned to Stratford has been communicated to Council and members of the Committee.
- More discussion on street lights and the discussion regarding street lights in the Larkspur and Saints Crescent will continue.
- Discussion on speeding issues on Cardiff and Celtic Lane, and Councillor Ogden thanked the RCMP for their prompt attention to that complaint and the reaction to

the complaint. It was also noted that the residents who were upset about the speeding now feel their concerns have been addressed, and they feel there will be an increased adherence to the speed limit in that area.

Councillor Ogden also noted that we are very sad that Harry McLennan is leaving, but at the same time we are very happy that he is going to be closer to his family. We wish him all the luck in the world in regards to his move to the west.

b) Street Light Report

Nil

c) RCMP Report

The RCMP report was included in the agenda package. Councillor Ogden asked Staff Sergeant Mark Crowther to address any highlights.

Staff Sergeant Crowther noted that the traffic statistics are up and the RCMP is out there patrolling. New laser equipment has been obtained called Lidar, and the focus this summer will be the Hillsborough Bridge. The Lidar equipment was paid by the province, so it comes to the Town at no cost. We will focus on the early morning hours and evening hour traffic and weekends. We will be looking for drivers who are texting and driving. If needed, an F350 truck can be rented so the officers can look ‘down’ into cars at intersections to see if residents are texting. Sadly, due to texting and driving there were a lot of fatalities last year.

Councillor Clow asked when the Stratford decal would be put on the police cars, and Staff Sgt. Crowther replied that the decals have gone to print and should be on the Stratford cars in the next week.

There was a brief discussion on tickets issued and how the Town can find out how many were issued to Stratford residents and if the fines had been paid.

Councillor Griffin noted that we looked at the results of the resident survey and there was a huge satisfaction from the residents, which shows a lot of confidence in the service that the RCMP provide.

Mayor Dunphy congratulated Staff Sergeant Crowther on the work he is doing in terms of communicating with Council, Town staff, and residents. He added that we are all working together on a lot of different fronts, and it is important to work together and communicate to our residents, and that is happening between the Town and RCMP.

Councillor Ogden also thanked Staff Sergeant Crowther for everything that he does. He noted that when Sgt. Crowther is asked for something it is done quickly and efficiently.

Deputy Mayor Cooper noted that he received a couple of texts from residents from both Wren Drive and Heron Drive and they are very pleased to see the speed bump. There are now some after school programs in that area and residents are very happy to see them back.

Deputy Mayor Cooper noted that the residents were aware of the meeting tonight and they wanted to pass on their thanks to Safety Services and Infrastructure for having the speed bumps placed back in the area. The residents feel that it is working.

Councillor Clow stated that he also had residents approach him with comments who are very happy to see the bumps back.

d) Humane Society Report

The Humane Society Report for the month of April was included in the meeting package for Council to review.

e) Transit Report

The Transit Report for the month of April was included in the meeting package for Council to review. The numbers continue to trend up marginally, but at the same time it is an increase from 85 to 88 passengers per day.

f) Fire Company

Councillor Ogden noted that approximately 80% of the fire calls come from Stratford and a number of them are motor vehicle accidents where the fire company is the medical first responders.

The Argo vehicle has now been delivered, and the fire company will now be able to provide service to around ponds, swamps and the trail systems, which is not currently assessable to the personnel.

12. RECREATION, CULTURE AND EVENTS

a) Report

Councillor MacDonald noted that the April report is included in your meeting package.

Councillor MacDonald noted the following from the report:

- Registrations for two of our major summer programs are presently underway. Soccer and baseball registrations were accepted on April 2 and 23 at the Stratford Town Centre. Island wide baseball registration day was also on April 23.
- The 2016 Spring & Summer Program Guide will be released mid-June. Several programs such as Intro to Sports and the summer day camp are just some of the activities included in the program.

- At the time of this report there was a lack of instructors for the tennis program. The recreation department will continue to search for instructors for the tennis program; however, if none are found the program will be cancelled.
- A lacrosse program for youth ages 6 – 18 years is being offered this year in partnership with Lacrosse PEI and other outlying communities. Stratford will be using Keppoch and Tea Hill fields in the evenings throughout the week as well as Saturday mornings until the end of June. Stratford has the highest registration numbers in Lacrosse this year with 161 participants in divisions from U7 – U18. Some divisions have 2-3 teams from Stratford. Spring flag football will be also taking place this year at the Tea Hill soccer field on Sunday afternoon.
- Applications to hire students during the summer months have been forwarded to the Provincial Employment Development Branch. We are seeking approval of several support positions for program and maintenance support workers, as well as day camp staff.
- Preparations for our Annual Canada Day celebrations being held on July 1 continue to be a priority for the Events Committee. A wide host of activities will be presented throughout the day, and will include a pancake breakfast. Further details will be circulated once confirmed. Notification of funding for \$3500.00 to support for our Canada Day celebrations from the National Canada Day Committee has been received.
- The Dandelion Festival committee, in partnership with the Town, will be held on May 23 at the Stratford Town Centre.
- The Stratford Youth Centre started a fishing club in May. The club will meet weekly on Tuesday evenings from 5:30 p.m. – 7:30 p.m. and a few parents have volunteered to assist.
- The Stratford Youth Centre has started a ticket sales campaign for a fundraiser in May and June. The group will be selling raffle tickets for a chance to win 2 Single Day Passes for the Cavendish Beach Music Festival. Youth Members will be selling the tickets for \$2.00 each or 3 for \$5.00. Special thanks to CBMF for donating the passes.
- Plans are underway for the 2nd Annual Youth Centre Flea Market Fundraiser to be held on Saturday, June 4th May and the Centre will advertise the event.
- The Youth Centre was approved by the Lions Club to assist in road side clean up along the Bunbury Road. The cleanup took place on Saturday May 7.
- The Art Club spring session started on Saturday, March 31. There were 18 participants enrolled (\$40 per person) for the full spring session which runs from March 31 – June 2, 2016.
- The RFP for the Artist in Residence programs, and the public art have been made public. The deadline for all proposals was May 5 at 4:00 p.m.

Councillor Ogden complimented Councillor MacDonald and the people running the Youth Centre on the success of its profile, programming, and helping the community.

Mayor Dunphy also noted that it is a busy time of year for the recreation staff with a lot of new programs.

Councillor Cooper asked about the problem with finding tennis instructors for the program and recreation director Joanne Weir replied that the technical instructor for the PEI Tennis Association left, and things didn't happen where they were able to get more new instructors. She noted that the department is continuing to search for an instructor. It was also noted that there is a gentleman who would like to start an adult program. It was also noted that Pondsides Court and Kinlock Park Court get a lot of recreational use by residents.

13. FINANCE AND TECHNOLOGY

a) Report

The report was included in the package. Deputy Mayor Cooper noted there was no meeting held in March and the next meeting will be held on April 26. He noted that we signed off on the books for 2015. The comments from the auditors are that we are doing a great job making sure that we have the checks and balances in place to ensure that the funds are allocated properly. They came back with a Grade A report and we were able to contribute more than our 4% for debt reduction last year.

Deputy Mayor Cooper noted that we are making some headway with the RCMP fine revenue, but it will probably be the end of the year before we see any revenue. We want to make sure that if tickets are going to be issued in Stratford the money comes back to Stratford. Deputy

He also noted that a lot of things have changed around the infrastructure funding. There is a lot of new funding that we should be able to apply for because the a lot of the criteria have changed, and we can now apply for the emergency measure and RCMP building.

b) Financial Statements

It was noted that the balance statements are in the package. At this time there are no government grants because we do not have projects underway, but we look forward to the infrastructure report later in the meeting.

Councillor Ogden noted that you mentioned that you closed the books on 2015 and Deputy Mayor Cooper responded that we were very close to a break even budget. We are budgeting very close to the line these days. There is no room for error when projects are announced and funding comes through we have to be very specific. We need to ensure that project fits the criteria that the federal government is looking for. The big thing is when it comes to town revenue; the government grants are taken in as revenue that normally they would just apply to a project. But we now have to account for things a lot differently than we use to.

Councillor Ogden replied that that is a compliment to you because the projection must be pretty accurate when you come in with that close of a margin. That is a sign of good financial management.

Mayor Dunphy also commented that the Deputy Mayor is doing a great job on the books of the Town. Unfortunately, when you look at the audited financial statements or consolidates it is hard to find useful information. We may look at pulling some information from that document that is useful so that residents can understand what is going on in terms of Town, versus Utility versus Business Park. However, as mentioned earlier, a change in the accounting policy a few years ago meant that we had to include the revenue from the grants that we received and that skews the surplus and revenue numbers.

14. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Councillor Griffin noted that there are no resolutions this month. At the last meeting on May 9 one of the big things discussed was the bylaw review and the opportunity for residents to get engaged in the process. The Engagement Guide will be mailed out to our residents on May 20, along with a booklet regarding cosmetic pesticides which is an educational type booklet. There will also be a temporary website page related to the Zoning Bylaw review that will go live shortly, and Council will be informed when this happens. The first meeting in this process is on June 15 at 7:00 p.m. and the format will be simple and will cover the general intent of the bylaw. There will also be subsequent meetings that will cover more detailed sections of the bylaw. In the new year, the drafting of the bylaw can be finalized based on all the input that has been received. Councillor Griffin noted that this is a big project, but is very important in the governance of the land in the Town.

Correspondence from the province regarding signage has been received, and we had some discussion on temporary signs placed along roads, especially the Trans Canada Highway - in the right of way. Basically, what the province is telling us is that the Town has full jurisdiction over signage in Stratford, with exception of in the right-of-way of public roads.

It was noted that the Town has received information from the province stating that they will want all municipalities to come into conformity with the Land Use Policies that are coming and will be passed as provincial regulations. Fortunately, with our official planning process and bylaw development we will be in good shape.

b) Permit Summary

The permit summary was included in the package for Council to review. Councillor Griffin noted that as of May 11, the value of estimated construction for building permits

is \$3,770, 500, and the staff is busy receiving proposals. We are optimistic that we are off to a good start this year.

There was some discussion on the signage issue. Mayor Dunphy noted that regardless of who is responsible for signs, if any community group wants to put a sign up and they come to the Town, do we have any involvement in the process? The CAO responded that off premise signs are currently not allowed in our bylaw. However, staff has been directed to not enforce that section of the bylaw for nonprofit organizations.

Councillor Clow asked for the date that the Bylaw Enforcement Officer will start and the director of planning Patrick Carrol replied that she will be starting next week.

15. COMMITTEE OF THE WHOLE

NIL

16. INFRASTRUCTURE

a) Report

Councillor Clow reported that the minutes of the April 12 meeting were included in the meeting package.

The following are a few points from a prepared media release that will be given to the Mayor after the meeting:

The waste water treatment plant remains a top priority for the Town of Stratford. In the past year, staff has been working very hard to ensure that our plant operates as effectively as possible. The Town has also been working closely with the company that provided The Blue Frog System. They have completed a comprehensive assessment of the Blue Frog System and provided several recommendations aimed at making the system perform better, and we have implemented those recommendations. We feel that the Blue Frog system is performing properly.

We took an additional step this past winter to review the operation of the waste water treatment plant by engaging the services of an independent waste water consultant. This consultant has provided the Town with a report outlining a few recommendations. All of the recommended changes have been implemented with the exception of the removal of sludge from cell 2 which cannot be done during the spring shellfishery. At this time, the system is responding well to the adjustments and enhancements that have been completed. Our hope is that the impact of the spring turnover in the lagoons should be much improved compared to past few years which will result in less odours this spring.

We were very pleased to see that new funding was announced in the federal budget for water and sewer infrastructure, and we also received word recently that the Charlottetown City Council is supportive of accepting Stratford's sewer at the Charlottetown Pollution

Control Plant, and upgrades would have to be done to the Charlottetown plant.

We have also had very good discussions regarding infrastructure funding with Hon. Paula Biggar, PEI Minister of Transportation, Infrastructure and Energy, and the Hon. Lawrence MacAulay, the MP representing Stratford and Federal Minister of Agriculture and Agri-Food, and we met with the Hon. Lawrence MacAulay last week.

We are in the process of updating the forecast capital and operating costs for the two long-term solutions – to take our sewer to Charlottetown or to build a new plant in Stratford. Once we have completed the updated costing, we will provide detailed information on both options to residents to seek their advice on the preferred option. Council will then decide on the best option going forward and secure the necessary funding and agreements. It is estimated that it will take two or more years from decision to completion for either option.

In the short term, as a result of the ongoing actions taken this year, we hope that any odour from the spring turnover will be minimal. Staff has identified a new natural product that may help to absorb the odour and staff continues to work to improve the effectiveness of the current system to minimize any chance of odour occurring over the next few weeks.

Councillor Clow stated that a memo has been developed for the Town businesses, and he and Jeremy will deliver them in person. He noted that they will speak with the owners and managers of the businesses to give them an update on the plant.

Deputy Mayor Cooper noted that was a great report from Councillor Clow. He noted that the being a member of his committee, he knows the time and effort that has been spent by staff. Deputy Mayor Cooper feels that Council did make the right decision for a short term fix. He also noted that the big thing was getting the company to make sure that they come back to identify any inefficiencies within the plant. There were considerable changes made to the plant over the last six to eight months. Whether or not there is an odour that remains to be seen, but it is great to hear about the funding and we know that the department is working on a long term solution.

Mayor Dunphy noted that it was a great report and he was happy to see the information put forward to the media, and that Councillor Clow and Jeremy Crosby are communicating with the business owners. The businesses are impacted, so it is very important to keep them informed. The blue frog system appears to be working and that is a credit to Jeremy and his team. It is important to recognize Jerry Villard and other staff members for all for the hard work they do to make the plant as efficient and effective as possible. As mentioned, we have implemented all of the recommendations from the Blue Frog representatives and from the expert consultant we had look at the plant.

The director of infrastructure noted that we want to remove the sludge completely from the system and put into the bags at the site. We are waiting until the fishery is open before we attempt to move the sludge.

Councillor Clow also mentioned that the sidewalk construction is underway on the Georgetown Road, and we hope to put in another 400 meters of sidewalk.

The annual Waterschool for grade 5 starts next week and anyone who has not dropped in should do so. This ~~program continues to educate students on water~~ conservation.

The gardening staff returned to work on May 2, and seasonal utility workers started back recently and are performing spring maintenance. Trail workers will be back May 16, and will immediately start work on the trail maintenance and plant projects. It was also noted that we are looking for a student to conduct a water audit on residents' homes.

Mayor Dunphy gave a big shout out to Dave Stewart from the Guardian. Dave wrote a great story on the active transportation corridor on the Hillsborough Bridge.

g) Resolution INC004-2016 Grass Cutting Contract Tender Award

Moved by Councillor Clow

Seconded by Councillor Griffin

WHEREAS the tender for grass cutting on Town Properties, Utility Property, Stratford Seniors Complex, and the Business Park, closed on March 24, 2016; and

WHEREAS the following table outlines the tender that best meets the Town's Requirements:

Summary of totals:		Town Properties	Seniors Property	Utility property	Business Park	Total
Company Name:						
C & W Landscape Hourly Rate: \$79.00 all four years \$50 per cut business park	2016	\$21,147.00	\$1,881.00	\$3,299.00	\$399.00	\$26,726.00
	2017	\$21,261.00	\$1,938.00	\$3,363.00	\$399.00	\$26,961.00
	2018	\$21,261.00	\$1,881.00	\$3,249.00	\$399.00	\$26,790.00
	2019	\$21,261.00	\$1,881.00	\$3,249.00	\$399.00	\$26,790.00
	Total 4 Years	\$84,930.00	\$7,581.00	\$13,160.00	\$1,596.00	\$107,267.00
Company Name:		Town Properties	Seniors Property	Utility property	Business Park	Total
Steve's Maintenance Services	2016	\$21,090.00	\$1,995.00	\$3,306.00	\$1,710.00	\$28,101.00
	2017	\$21,090.00	\$1,995.00	\$3,306.00	\$1,710.00	\$28,101.00

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Hourly Rate: \$35.00 all four years \$35 per cut business park	2018	\$21,090.00	\$1,995.00	\$3,306.00	\$1,710.00	\$28,101.00
	2019	\$21,090.00	\$1,995.00	\$3,306.00	\$1,710.00	\$28,101.00
	Total 4 Years	\$84,360.00	\$7,980.00	\$13,224.00	\$6,840.00	\$112,404.00
Company Name:		Town Properties	Seniors Property	Utility property	Business Park	Total
D & D Lawn Care Hourly Rate: \$40.00 all four years \$40 per cut business park	2016	\$22,230.00	\$2,679.00	\$3,933.00	\$1,596.00	\$30,438.00
	2017	\$22,230.00	\$2,679.00	\$3,933.00	\$1,596.00	\$30,438.00
	2018	\$22,230.00	\$2,679.00	\$3,933.00	\$1,596.00	\$30,438.00
	2019	\$22,230.00	\$2,679.00	\$3,933.00	\$1,596.00	\$30,438.00
	Total 4 Years	\$88,920.00	\$10,716.00	\$15,732.00	\$6,384.00	\$121,752.00
Company Name:		Town Properties	Seniors Property	Utility property	Business Park	Total
Lawns and Beyond Hourly Rate: \$100 1st 2 Yrs. \$110 2nd 2 Yrs. same as above (per cut)	2016	\$38,760.00	\$1,368.00	\$2,565.00	\$855.00	\$43,548.00
	2017	\$38,760.00	\$1,425.00	\$2,622.00	\$855.00	\$43,662.00
	2018	\$41,040.00	\$1,482.00	\$2,622.00	\$883.50	\$46,027.50
	2019	\$41,040.00	\$1,482.00	\$2,622.00	\$883.50	\$46,027.50
	Total 4 Years	\$159,600.00	\$5,757.00	\$10,431.00	\$3,477.00	\$179,265.00
Company Name:		Town Properties	Seniors Property	Utility property	Business Park	Total
Mclsaac Lawn Care Hourly Rate: \$35.00 all four years \$75 per cut business park	2016	\$45,964.80	\$1,641.60	\$4,924.80	\$684.00	\$53,215.20
	2017	\$45,964.80	\$1,641.60	\$4,924.80	\$684.00	\$53,215.20
	2018	\$49,020.00	\$1,824.00	\$5,244.00	\$798.00	\$56,886.00
	2019	\$49,020.00	\$1,824.00	\$5,244.00	\$798.00	\$56,886.00
	Total 4 Years	\$189,969.60	\$6,931.20	\$20,337.60	\$2,964.00	\$220,202.40
Company Name:		Town Properties	Seniors Property	Utility property	Business Park	Total
Snowie Road Contractors Hourly Rate: \$50 to \$54 Same as above per cut	2016	\$46,027.39	\$2,907.00	\$3,762.00	\$1,162.80	\$53,859.19
	2017	\$47,408.21	\$2,994.21	\$3,837.24	\$1,197.68	\$55,437.34
	2018	\$47,882.29	\$3,024.16	\$3,875.67	\$1,209.72	\$55,991.84
	2019	\$47,882.29	\$3,024.16	\$3,875.61	\$1,209.72	\$55,991.78
	Total 4 Years	\$189,200.18	\$11,949.53	\$15,350.52	\$4,779.92	\$221,280.15
Company Name:		Town Properties	Seniors Property	Utility property	Business Park	Total
Tender Lawn Care Hourly Rate: \$30.00 all four years \$30 per cut business park	2016	\$45,600.00	\$1,539.00	\$7,387.20	\$2,736.00	\$57,262.20
	2017	\$45,600.00	\$1,539.00	\$7,387.20	\$2,736.00	\$57,262.20
	2018	\$45,600.00	\$1,539.00	\$7,387.20	\$2,736.00	\$57,262.20
	2019	\$45,600.00	\$1,539.00	\$7,387.20	\$2,736.00	\$57,262.20
	Total 4 Years	\$182,400.00	\$6,156.00	\$29,548.80	\$10,944.00	\$229,048.80
Company Name:		Town Properties	Seniors Property	Utility property	Business Park	Total
Twins Lawn Care Hourly Rate: \$50.00 all four years \$500 per cut business park	2016	\$54,583.20	\$1,254.00	\$3,135.00	\$3,420.00	\$62,392.20
	2017	\$54,583.20	\$1,254.00	\$3,135.00	\$3,420.00	\$62,392.20
	2018	\$54,583.20	\$1,254.00	\$3,135.00	\$3,420.00	\$62,392.20
	2019	\$54,583.20	\$1,254.00	\$3,135.00	\$3,420.00	\$62,392.20
	Total 4 Years	\$218,332.80	\$5,016.00	\$12,540.00	\$13,680.00	\$249,568.80
Company Name:		Town	Seniors	Utility	Business	Total

		Properties	Property	property	Park	
R.V Enterprises Hourly Rate: \$49.50 to \$79.50 four years	2016	\$53,865.00	\$1,527.60	\$5,643.00	\$1,881.00	\$62,916.60
	2017	\$53,865.00	\$1,527.60	\$5,643.00	\$1,881.00	\$62,916.60
	2018	\$56,145.00	\$1,596.00	\$5,928.20	\$1,966.50	\$65,635.70
	2019	\$56,145.00	\$1,596.00	\$5,928.20	\$1,966.50	\$65,635.70
	Total 4 Years	\$220,020.00	\$6,247.20	\$23,142.40	\$7,695.00	\$257,104.60

AND WHEREAS bidders were asked to submit bids for Town Parks and Properties, Utility Property, Stratford Seniors Complex, and Business Park Vacant land, and land adjacent to sports fields; and

WHEREAS C & W Landscape was the lowest overall bidder for the contract.

BE IT RESOLVED that the award of the contract to C & W Landscape for the year 2016 and 2017, with the option to renew for 2018 & 2019 as outlined in the table above be confirmed.

This resolution bears the recommendation of the Committee of The Whole based on a meeting held on April 27, 2016.

Discussion: Mayor Dunphy noted that the yearly total for the four properties is \$26,726 from C & W Landscape. The next highest bid was Steve's Maintenance Services at \$28,101.

Deputy Mayor Cooper asked what measures we have in place to deal with any concerns – do we have specifics in place - for instance D & D Lawn Care has been our contractor for the last 3 – 4 years. He noted that he understands from staff members and from those who worked closely with them that they did a very good job on the properties, and know exactly what it takes to meet the Town's guidelines. The low bid is about 10% less than those folks. Number one, do they realize what they are getting into and number 2, do we have measures in place to bring these folks back in if we have a concern or to actually void the contract?

Councillor Clow responded that there is a six month probation period and if they are not performing up to our standards they can be brought back in. Also, staff did check the equipment to ensure that it was what we were looking for and their references checked out.

Question: **CARRIED**

h) Resolution INC005-2016 Rankin Water Extension 2016

Moved by Councillor Clow
Seconded by Councillor Cooper

WHEREAS the Rankin Subdivision Water Extension tender closed on Thursday, April 28, 2016, and

WHEREAS the following tenders were received (HST included):

Contractor/Company	Tender Price (HST Included)
Birt and MacKay Backhoe Services Ltd.	\$1,480,636.45
Duffy Construction Ltd.	\$1,548,930.54
Island Coastal Services Ltd.	\$1,612,655.40

AND WHEREAS when the cost for engineering (\$60,000) is added to the project the total project cost is \$1,540,636.45; and

WHEREAS a capital budget of \$1,000,000 was approved for the engineering and construction of this project; and

WHEREAS we are currently over budget by \$540,636.45 which included some provisional items not included in the original scope of work; and

WHEREAS a post tender cost reduction exercise was undertaken with the low bidder. The watermain outside the Rankin Subdivision and provisional items were deleted from the project, with the exception of the 300 mm diameter watermain loop on the Bunbury Road. The low bidder revised price based on the reduced scope of work and revised estimated project quantities is \$914,961.55 HST. The large majority of the project will still be completed, Rankin Subdivision, which includes Rankin Drive, Holland Drive, Wren Drive, and Heron Drive. It will also include an interconnection with the existing 300 mm water main on the Bunbury Road for fire flows; and

WHEREAS the new proposed amount for the revised project is \$974,961.55 HSTI which includes \$60,000 for engineering.

BE IT RESOLVED that we award the project to Birt and MacKay Backhoe Services Ltd. with the proposed amendments in the amount of 914,961.55 as outlined above.

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

Councillor Clow noted that the tender for the Rankin project closed on April 28, 2016 and three quotes were received as outlined above. The low bidder was Birt and MacKay at \$1,480,636.45. Based on the amount that was budgeted for this project of \$1,000,000 we are currently over budget by approximately \$481,000. Jeremy and his staff met with the low bidder to discuss the options and reduced the project down to scope. It was indicated by the contractor that the material and equipment cost has increased over the past two years - increasing cost for the project from what was submitted for funding back in 2014. Based on that information, the committee recommended that the work be awarded to Birt and MacKay.

Question: **CARRIED**

17. SUSTAINABILITY

a) Report

Mayor Dunphy noted that there was a Sustainability meeting held last week, but unfortunately there was no quorum. However, those in attendance had a great discussion.

The new Cosmetic Pesticide Bylaw was passed last year which and came into effect January 1, 2016. Staff met with the applicators to discuss the new bylaw. Those discussions lead to an amendment to the Cosmetic Pesticide Bylaw in terms of the chemicals that they can use. There is a brochure being sent out in conjunction with the planning brochure and we thank Wendy Watts for her work on that. The pesticide brochure is being done in collaboration with Cornwall with a joint message from both mayors. Mayor Dunphy noted that there is also an event for residents on Thursday evening and he would recommend any resident of Stratford to attend the presentation.

It was noted that Wendy is working with Insight marketing on the support local campaign.

Mayor Dunphy stated that we are now in the early stages of the Community Energy Plan and a job posting has been circulated for a short term position.

b) Resolution SC002-2016 – Cosmetic Pesticide Bylaw Amendment – Bylaw #35A – 2nd Reading

Moved by Councillor Griffin
Seconded by Councillor Ogden

WHEREAS the Cosmetic Pesticide Bylaw, Bylaw #35, includes a list of Allowable Pesticides in Appendix A; and

WHEREAS the list of Allowable Pesticides is taken from the allowed list produced by the Nova Scotia government, and the intent is to maintain the list used by Nova Scotia so that we do not have to build our own expertise; and

WHEREAS “pyrethins” is included in the Nova Scotia list, but was removed from the Bylaw during drafting - based on comments received from the stakeholders.

BE IT RESOLVED that the attached Bylaw, Bylaw #35A, a Bylaw to amend the Cosmetic Pesticide Bylaw, be hereby read and approved a second time.

This resolution bears the recommendation of the Sustainability Committee as discussed at a meeting held on March 31, 2016.

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

Councillor Griffin noted that “pyrethins” is on the Ontario list; literally we are following both Ontario and the Nova Scotia Bylaw.

Question: **CARRIED**

c) Resolution SC003-2016 Cosmetic Pesticide Bylaw Amendment – Bylaw #35A – Adoption

Moved by Councillor Griffin

Seconded by Councillor Clow

WHEREAS the Cosmetic Pesticide Bylaw, Bylaw #35, includes a list of Allowable Pesticides in Appendix A; and

WHEREAS Bylaw #35A, a bylaw to amend the Cosmetic Pesticide Bylaw, was read and approved a first time on April 13, 2016; and

WHEREAS Bylaw #35A, a bylaw to amend the Cosmetic Pesticide Bylaw, was read and approved a second time on May 11, 2016.

BE IT RESOLVED that the attached Bylaw, Bylaw #35A, a Bylaw to amend the Cosmetic Pesticide Bylaw, be hereby adopted and that the Mayor and Chief Administrative Officer be authorized to affix their signatures and the corporate seal of the Town thereto and to formally declare the said Bylaw as passed.

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

Question: **CARRIED**

18. ACCOUNTABILITY AND ENGAGEMENT

a) Report

Councillor Griffin gave a brief report. She noted that the committee is working on a few big projects. One is to update the key progress indicators (KPI's) to allow us to track the progress of the Town over the years. Some of this comes from the resident survey, but there are other indicators such as Statistics Canada, and information that we would gather from our own statistics that are going into this process. We received 950 surveys which was a little less than last year, but still an excellent reply rate for any survey at any time. This information gives us great data to work with and helps a lot in terms of our planning.

Councillor Griffin also noted that the committee is working on the open data policy, and Robert made a presentation at the Federation of Prince Edward Island Municipalities (FPEIM) last month in St. Peters, and it was an excellent presentation and it generated a lot of interest.

19. HUMAN RESOURCES

NIL

20. OTHER COMMITTEES

a) Stratford Seniors Complex

Report included in the package. Councillor MacDonald noted that one of the vacancies has been filled and the tenant will be moving in the end of May. There is some work being done on a second vacant unit and hopefully it will be rented by July.

We will be contacting the gardeners to review the contract for 2016. The annual inspections will be done by three members of the Seniors Committee.

For safety reasons, the committee is looking at getting new lights at the back of the Seniors Complex.

Mayor Dunphy noted that it was announced at the federal level that there is some funding available for affordable housing, and as a Town we are certainly interested in receiving more information on that announcement.

21. PROCLAMATIONS

a) October 1, 2016 – Senior’s Day in Stratford

WHEREAS the General Assembly of the United Nations (UN) adopted resolution 46/91 on December 16, 1991, that laid out the UN Principles for Older Persons; and

WHEREAS the resolution included 18 principles that promote Independence, Participation, Care, Self Fulfilment, and Dignity; and

WHEREAS the UN encourages governments to incorporate these principles into their national programs whenever possible which Canada recognized in 2010 by recognizing October 1st as National Seniors Day; and

WHEREAS we recognize that individuals are reaching an advanced age in greater numbers and in better health than ever before.

THEREFORE, I, the Mayor of the Town of Stratford do hereby proclaim the day of October 1st as “Seniors Day” in the Town of Stratford.

22. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, the meeting adjourned at 10:15 p.m.

Mayor David Dunphy

Robert Hughes, CAO