

REGULAR COUNCIL MEETING
Approved Minutes

DATE: April 9, 2025
TIME: 4:31 p.m. – 7:49 p.m.
PLACE: Council Chambers

ATTENDANCE: Councillors Gordie Cox, Jody Jackson, Jill Chandler, Jeff MacDonald, Ron Dowling; Jeremy Crosby, CAO; Jeremy Pierce, Deputy CAO and Recreation Director; Dale McKeigan, Director of Planning; Phil Rough, Town Planner; Scott Carnall, Long Range Planner; Kim O’Connell, Director of Finance and Technology; Wendy Watts, Community and Business Engagement Manager; and Ronelda Peters, Recording Clerk

GUESTS: Melissa MacDonald and Alex MacBain, guest presenters from MRSB

REGRETS: Mayor Steve Ogden, Jeannie Woodard, Director of Infrastructure

CHAIR: Deputy Mayor Steve Gallant

1. CALL TO ORDER

Deputy Mayor Steve Gallant called the regular monthly Council meeting to order at 4:31 p.m. and welcomed those in attendance and those viewing via social media.

Deputy Mayor Gallant took a moment to acknowledge the land upon which we gather is the unceded territory of the Mi’Kmaq people, and we pay our respects to the Indigenous Mi’Kmaq people of this territory past, present, and future.

2. DECLARATIONS OF CONFLICT OF INTEREST

Nil

3. APPROVAL OF THE AGENDA

It was moved by Councillor Jeff MacDonald and seconded by Councillor Jody Jackson that the agenda be approved with the following change to the order of two items:

- Planning item no. 14 moved up to no. 12
- Recreation, Culture, and Events item no. 12 moved down to no. 14

4. ADOPTION OF THE MINUTES

It was moved by Councillor Jeff MacDonald and seconded by Councillor Jill Chandler that the regular Council meeting minutes of March 12, 2025, be approved as circulated.

It was moved by Councillor Jody Jackson and seconded by Councillor Gordie Cox that the Special Council meeting minutes of March 26, 2025, be approved as circulated.

5. BUSINESS ARISING FROM THE MINUTES

Nil

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

On behalf of Mayor Ogden, Deputy Mayor Gallant provided an overview of the Mayor's report as follows:

- Chaired the regular monthly meeting of Council and Committee of the Whole;
- Chaired the special Council meeting to pass the Town and Utility operating and capital budgets for the 2025/2026 fiscal year;
- Participated in a meeting of the Diversity and Inclusion Committee;
- Participated in a meeting of the Sustainability Committee;
- Participated in a meeting of the Planning Board;
- Participated in a meeting of the Intergovernmental Affairs and Accountability Committee;
- Participated in a meeting of the Heritage Sub-committee;
- Participated in Culture and Diversity training by the Immigrant and Refugee Services Association (IRSA);
- Along with the Deputy Mayor and the Chief Administrative Officer (CAO), attended a quarterly meeting with the RCMP to discuss policing in the Town;
- Along with Council members, the CAO, and staff from the planning department, attended a presentation by the Gray Group for an update on the Crossroads Development;
- Along with the CAO and Deputy CAO, met with Kent MacDonald, candidate for the Cardigan riding;
- Along with the CAO, Deputy CAO, and Deputy Mayor, met with James Aylward, candidate for the Cardigan riding;
- Participated in a meeting with Council, senior staff, and consultant regarding the Official Plan;
- Participated in the Federation of Canadian Municipalities (FCM) Board meeting;
- Very honoured to have participated in and provided remarks at Norouz 2025 - Persian New Year Celebration;

- Very honoured to have attended the PEI Heritage and Museum awards ceremony along with staff where the Town of Stratford's Heritage Sub-committee was presented with a Heritage Recognition Award;
- Was interviewed by CBC regarding provincial funding to PEI municipalities;
- Attended the Federation of PEI Municipalities (FPEIM) Board meeting;
- Along with the CAO and Deputy CAO, attended a meeting with members of the Yogi Divine Society of Canada to discuss several proposed parcels of land that could be suitable for their facility;
- Spoke and visited with several residents to discuss various issues; and
- Attended internal meetings and looked after the day-to-day affairs of the Town.

8. CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT

The report was included in the agenda package for Council to review. The CAO provided a review of his report as follows:

- Met with the HR Coordinator/Manager regarding some HR-related items;
- Met with Councillor MacDonald regarding some recreation and infrastructure items.
- Chaired the CAO department monthly staff meeting;
- Attended and participated in a meeting with the transit operator and members of the Charlottetown and Area Transit Coordinating Committee (CATCC), to discuss their financials;
- Attended a meeting with planning staff to discuss a proposed development at the corner of the Trans-Canada Highway and Stratford Road;
- Attended the public meeting regarding the Street Vendors Bylaw and proposed changes to the Kelly Heights Phase III subdivision;
- Attended several meetings regarding the negotiations of a new transit agreement between CATCC and the operator of the system;
- Attended a meeting with the Deputy CAO, members of the infrastructure department; and the Prince Edward Island Department of Transportation and Infrastructure, to discuss the new location of the junior high school in Stratford;
- Attended several public meetings regarding the proposed changes to the Official Plan and Zoning and Development Bylaw;
- Attended the public meeting where Councillor Jody Jackson presented the draft 2025/2026 budget;
- Attended a meeting to discuss the posting of the Planning Clerk position;
- Attended a meeting with the HR Coordinator, Director of Finance, and Director of Infrastructure to discuss possible changes to the Infrastructure Superintendent's position;
- Attended a meeting with several Town staff to discuss the kick-off to the Town's 30th anniversary celebrations and events;

- Chaired the bi-weekly department head meeting;
- Attended and participated in the monthly Town Council meeting;
- Along with the Mayor and Deputy Mayor, attended the quarterly meeting with the RCMP to discuss policing in the Town;
- Along with the director of planning, attended a meeting with the Town's solicitor to discuss changes to the subdivision agreement for a property in Clearview Estates;
- Along with the Mayor, council members, and the planning department, attended a presentation by the Gray Group regarding an update on the Crossroads Development;
- Attended a meeting with members of the planning and infrastructure departments to discuss proposed changes to the zoning and development along sections of Stratford Road and Hopeton Road. This meeting included representatives from the PEI Department of Transportation and Infrastructure;
- Attended a meeting of the Engineers PEI Environment Committee;
- Attended a meeting regarding the next phase of the Foxwoods Subdivision;
- Chaired the monthly staff meeting;
- Attended a seminar for staff put on by the Provincial Credit Union regarding retirement Planning;
- Along with the Mayor and Deputy CAO, attended a meeting with members of the Yogi Divine Society of Canada to discuss several proposed parcels of land that could be suitable for their facility; and
- Attended the special council meeting to pass the Town and Utility operating and capital budgets for the 2025/2026 fiscal year.

In addition, I have organized and led meetings with staff, developing detailed agendas and providing relevant materials for various committee discussions to ensure everyone stays informed. I have also assessed infrastructure projects, reviewed planning related issues, and efficiently managed various HR files. I have handled correspondence, responding to emails and letters from residents, stakeholders, government officials, and other relevant parties. Currently, I am focused on securing funding for the community campus health and wellness facility. Furthermore, I am preparing material and information to meet with candidates running for a seat in the Cardigan riding - helping them to better understand the needs, concerns, and priorities of the Town and its' residents.

9. SUSTAINABILITY

- a) The report was included in the agenda package for Council to review. Councillor Chandler gave a brief overview of the report.

Councillor Chandler reported that the Sustainability Committee met on April 2, 2025. Some recent highlights of work underway in the area of Sustainability include:

- **Extension of the Residential Tree Planting Program deadline to April 18th**
Please ensure your application is received by then as we look at assisting residents once again with this important project.
- **Fix A Leak Week**
Fix A Leak Week took place from March 17 to 23, 2025 and was once again held in collaboration with the City of Charlottetown and the Town of Cornwall. The aim of this initiative is to raise awareness about water conservation and encourage residents to take action in reducing household water waste. A social media campaign ran throughout the week to engage the community and direct residents to the 'Be Water Friendly' website for conservation tips and a chance to enter a contest for prizes. We had great participation from residents across all three communities for the contest, and all prizes have now been distributed to contest winners.
- **Forest Management Plan**
The Town has been approved for \$22,000 in funding from Trans Canada Trails to support the implementation of recommendations from the Forest Management Plan. This funding will be used to plant saplings in high-priority areas as identified in the plan during the upcoming season.
- **Water School**
Water School is underway and running from April 7 to April 24. This program provides grade 5 students with an opportunity to learn about watersheds, water conservation, and the importance of protecting local water resources. The first week of the program will focus on Stratford schools while Charlottetown schools are scheduled for the second week.
- **Radio Campaign**
The Town's recently launched radio campaign, 'Think Stratford' has been running for a couple of months. The program supports our local business community and has received positive feedback on the ads being heard.
- **Stratford Business Group**
The Town will be scheduling a date, potentially in April or early May, to lead a conversation about a reinvigorated Stratford business group. Members of the local business community will be invited to attend to help brainstorm and hopefully be willing to work together to plan/host upcoming events and activities.
- **Diversity and Inclusion Sub-committee**
The Diversity and Inclusion Sub-committee has completed their work on the Town's anniversary book which is now in the design stage. Fifteen youth and 15 older residents were paired during this project with a book launch planned for an upcoming event expected in May.

- **Review of the Diversity and Inclusion Plan**

The committee also began a review of the Diversity and Inclusion plan at their recent meeting to determine what percentage of the plan is complete or underway, or that has not been completed.

- **Video to Highlight Town Events and Activities**

The committee, though Town staff, recently undertook the creation of a short video to highlight some of the events and activities the Town has held. The video launched on March 21, 2025, which is the International Day for the Elimination of Racial Discrimination and celebrates the Town of Stratford's diversity. Residents can find it on the Town's YouTube page.

- **Training Session on Cultural Diversity**

Staff and Council recently had a training session on cultural diversity by the Immigrant and Refugee Services Association of PEI (IRSA) which was well attended and well received with a potential second session to be offered at a future time.

b) Transit

The transit graph for the month of March was included in the agenda package for Council to review. Councillor Chandler noted that ridership is on a steady upward trend.

The CAO reported that we are currently going through negotiations with the transit provider. Some of the issues for smaller items have been addressed and we will be meeting again on the larger items. He added that the transit provider is looking at all the information with regard to their rolling stock and equipment, and they will be providing us with a summary and update on that very soon. The CAO stated that we will also be investigating new routes in Stratford. He concluded that we should have more information on where we are with the actual agreement by mid-summer.

10. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY (IAA)

The report was included in the agenda package for Council to review. Councillor Chandler gave a brief overview of the report:

- At the most recent meeting of the Intergovernmental Affairs and Accountability Committee, the largest piece of discussion was in the preparation of a Federal Election Written Forum with a total of seven questions which have been provided to all Cardigan riding candidates. Each has been asked to respond to the questions in writing which will be published for residents to view as early as Wednesday, April 9.
- Other areas of discussion were held with an update on the Housing Accelerator Fund, Annual Resident Survey, and the Transit Agreement.

- Ongoing meetings continue to be held with our Provincial MLAs on a regular basis.
- The Annual Resident Survey closes on April 22, 2025, and paper copies have been mailed to all Stratford residents and are also available for pickup at the Stratford Public Library and from our Town offices. We look forward to the input from residents through this annual survey and encourage everyone to take the survey if they have not yet done so.

Deputy Mayor Gallant noted that one of the debate questions provided to the Cardigan riding candidates was if their government will commit to providing funds for the community campus project. He noted his support for this important project to residents and the future growth of the Town, and he encouraged residents to mention this to the candidates. Councillor Jeff MacDonald stated for the record that as he has recently accepted a position with the federal public service, he will abstain from comment on this issue at this point in time.

11. SAFETY SERVICES

a) Report

Unapproved minutes from the Safety Services Committee meeting on March 17, 2025, were included in the agenda package for Council to review.

b) Street Lights

No report

c) RCMP

The RCMP report for the month of March was included in the agenda package. Councillor MacDonald invited Corporal Paynter to provide an overview of the report.

Corporal Paynter reported that during the month of March there were 386 occurrences including 269 traffic-related offences. He noted a correction with the Select Traffic Enforcement Program (STEP) files – the report indicated 29 but it was actually 50. He added that there were nine check stops, 10 vehicle collisions, 58 summary offence tickets, and 142 warnings. In addition, there were seven impaired driving occurrences, including two alcohol-related charges – one of which was four times the legal limit and the other was 2.5 times the legal limit. Two others were drug-related impairments pending blood sample results.

Corporal Paynter reported that the Provincial Priority Unit (traffic unit), with the assistance of general duty members in Stratford, conducted numerous checkpoints for impaired drivers, coinciding with MADD Canada's impaired driving prevention week. He added that checkpoints were conducted on Bunbury Road, Keppoch Road, and Route 1. A total of 820 vehicles were checked - three summary offence tickets and two warnings were issued and

there were two impaired drivers - one by cannabis and one by combination of alcohol and cannabis.

Corporal Paynter mentioned that the RCMP media relations group will spread the message on a regular basis regarding fraud and to ensure that people lock their houses and vehicles, especially with the upcoming nice weather. He added that this was discussed at a recent supervisor's meeting, and they plan to have something prepared to present to the public as requested.

Councillor MacDonald asked if the RCMP was able to use the E-Watch cameras to assist with the investigation for any of the thefts that were not gas-related. Corporal Paynter replied that as far as he knows, there were no E-Watch cameras available in those occurrences.

Councillor MacDonald asked if the collisions reported were speed-related and where they occurred. Corporal Paynter replied that the collisions that they attended were intersection and roundabout related.

Councillor Cox asked about consequences for the impaired driver who tested four times above the legal limit. Corporal Paynter replied that everyone over the limit goes through the same process, and they will go to court where the judge will consider sentencing and fines based on the circumstances.

Councillor Chandler noted an increase in mischief incidents from five last year to 12 for last month and asked if this is concerning. Corporal Paynter replied that sometimes it depends on the way the files are scored. With regard to the 12 incidents from last month, many of those were disputes between roommates and not mischief in terms of somebody damaging property. He added that seven of those 12 incidents were between the same two people.

Councillor Jackson asked if there has been any consideration in having E-Watch cameras installed near the Stratford Business Park and the community campus entrance. Councillor Dowling noted that this was brought up at the last committee meeting and staff is in the process of collaborating with the RCMP to identify which areas should be prioritized in relation to the installation of the cameras. He added that we are also continuing to explore a new program for funding the E-Watch cameras in conjunction with local businesses.

d) Humane Society Report

The report for the month of March was included in the agenda package. Councillor Dowling briefly reviewed the report and noted that there was nothing out of the ordinary.

e) Cross Roads Fire Department

The report for the month of March was included in the agenda package. Councillor Dowling reported that there was nothing out of the ordinary in relation to previous months. He noted that total calls are up slightly in comparison to previous months. Councillor Dowling commented that we are getting into grass season in the next month or two and cautioned

people to be careful if they are burning debris or grass as it can get quickly out of hand and calls tend to go up dramatically as a result.

Councillor Dowling noted that there was a discussion at the last Safety Services Committee meeting about false alarms and if there is anything that can be done to lower the incidence of these false alarms. The fire chief indicated that there isn't really anything that can be done - if there is an alarm they must respond to it. He added that the alarms are often triggered because of poor batteries in detectors, etc.

Deputy Mayor Gallant commented that there are several unattended buildings in the Town that are checked on a regular basis. Councillor Dowling added that one building in particular had an issue last fall with trespassing, but it has since been boarded up and is checked regularly. He noted that any unlawful dwelling is followed up by the RCMP and property owner.

12. PLANNING, DEVELOPMENT AND HERITAGE

- a) Minutes from the March 31, 2025 committee meeting were included in the agenda package for Council to review.
- b) The Building Permit Summary was included in the agenda package for Council to review.
- c) **Resolution No. PH007-25 DP014-25: What's the Scoop? Inc. (c/o Craig Murphy) DP014-25 – What's the Scoop? Inc. (c/o Craig Murphy) 20 Irving Avenue (PID 398693) – Special Permit Use/Temporary Commercial Use (Food Trailer) – Public Meeting**

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jill Chandler

WHEREAS an application has been received from Craig Murphy on behalf of What's the Scoop? Inc. to operate Ken's Island Fries Food Trailer, a Temporary Commercial Use, located at 20 Irving Avenue (PID 398693) which is a Special Permit Use within the Mason Road Commercial (MRC) Zone where the Mason Road Core Area Design Standards are in effect; and

WHEREAS pursuant to section 13.5.1.(b) in the Zoning and Development Bylaw #45, Council shall ensure that property owners within 61 m (200 ft.) of the subject property are notified in writing and asked to provide their comments; and ensure that a public meeting be held to allow residents to provide their input before making a decision.

BE IT RESOLVED that a public meeting be held on Wednesday, April 23, 2025, at 7:00 p.m. in order to provide an opportunity for the applicant to present the proposed Use to residents and obtain their input regarding the Special Permit Use.

Discussion: This resolution bears the recommendation of the Planning, Development & Heritage Committee.

Councillor MacDonald noted that this was approved last year; however, with the nature of our bylaw right now, it could only be for a specified period of time. He added that we will be dealing with mobile vendors later in the agenda (first reading). In the meantime, they do need to apply. He added that normally we would perhaps wait until the mobile vendors bylaw is in place, but because of the timing of their season, they need to get moving on this now.

Question: **CARRIED**

d) Resolution No. PH008-2025 – SD003-25 – Concord Properties Ltd. – Kelly Heights Phase 3 Revision (PID 882084 & 897124) – 25 Lot Preliminary Subdivision Approval

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jody Jackson

WHEREAS An application has been received from Concord Properties Ltd. to revise the third phase of the Kelly Heights subdivision, located on parcel numbers 882084 and 897124 (approximately 12 acres in total area), into 25 total building lots within the Low Density Residential (R1) and Medium Density Residential (R2) Zones; and

WHEREAS each of the proposed lots meet the minimum lot standards, except those with a reduced frontage along a curve which may be permitted per section 4.3.1(n) as said lots have safe street access and meet the minimum frontage at the front building line; and

WHEREAS preliminary servicing and stormwater management plans have been submitted showing the extension of municipal water and sanitary sewer, and a provincially owned public road with mountable curb and gutter; and

WHEREAS comments obtained from the Department of Transportation and Infrastructure (DTI) indicate that a connection to Mason Road is needed for this subdivision. The Zoning and Development Bylaw #45 and Official Plan also support the road connection, as such, condition 7 has been added to this Resolution; and

WHEREAS the revised plan shows the same greenspace areas to satisfy the parkland dedication requirement as in the original preliminary approvals, totaling 1.69 acres (14% of the total area of phase 3). Due to the proximity of existing playgrounds, the locations have been approved by the Recreation Department provided these are used as natural areas only.

BE IT RESOLVED that preliminary subdivision approval be granted to an application received from Concord Properties Ltd. to revise the third phase of the existing approved subdivision (PH001-21), known as Kelly Heights, located on parcel numbers 882084 and 897124 (approximately 12 acres in total area), into 25 total building lots, in accordance with the following conditions:

1. Conformance with the Revised Development Plan Phase 3 – Option 3 Showing Lot 92 as a 3-Unit Townhouse prepared by CBCL, Number 192627, Drawing Number C04, issued for review November 8, 2024.
2. That the proposed greenspace areas of 0.169 acres (or 14% of the total area) as shown on the Revised Development Plan be maintained as natural areas or trails and deeded to the Town of Stratford (the Town) as parkland dedication to satisfy Section 4.9 of the Bylaw.
3. That a stormwater management plan be designed by a licensed engineer using Low Impact Development guidelines to be approved by both the Department of Transportation (DTI) and the Town.
4. That an overall grading plan be designed by a licensed engineer to set the finished floor and pad elevations for each of the lots, elevations and drainage structures for each lot, and any major drainage corridors to be constructed by the Developer and approved by the Town.
5. That an erosion and sedimentation control plan be designed by a licensed engineer using the Town's Erosion and Sedimentation Control Guidelines to be approved by both DTI and the Town.
6. That all public roads shall be designed in accordance with the provincial road standards of DTI and that a Subdivision Road Agreement shall be executed between the Developer, DTI, and the Town.
7. That a road connection shall be made from the future extension of Goldsmith Row to the Mason Road per comments obtained from DTI.
8. That the sanitary sewer and water systems shall be designed in accordance with the Stratford Utility Corporation Servicing Standards and that a Utility Agreement shall be executed along with the payment of all applicable capital contribution fees required by the Stratford Utility Corporation.
9. That the Developer shall enter into a Subdivision Agreement with the Town to be registered to the property at the cost of the Developer.

10. That the developer makes an agreement with Canada Post and meets Canada Post's requirements for establishing Community Mailbox(s) in new subdivisions.
11. That all other relative provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw #45 are met.
12. That Preliminary approval shall be valid for a period of three (3) years from the date of the resolution.

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

Councillor MacDonald invited development officer Sarah Kennedy to present an overview as to why these changes are being made and some of the rationale behind it.

Ms. Kennedy began by bringing up an aerial view of the property (document 8a-1 in the agenda package) noting that Phase 3 of Kelly Heights is outlined in red on the map. She pointed out that everything to the left of the dashed yellow line is the R2 Zone, and anything to the right is the R1 Zone. She then presented the revised development plan (document 8a-4 in the agenda package) where she noted that everything identified in pink is Phase 3. She noted the R1 Zone where only single dwellings are proposed, and the area in light blue where semi-detached are proposed. The lots identified in the darker blue area are proposed to be 3-unit townhouses. Councillor MacDonald noted that there has been some consideration paid to keeping the single unit dwellings on the outside of the proposed bays with densification towards the middle.

Ms. Kennedy reported that Goldsmith Row is the extension, and the area identified in pink off Goldsmith is the new road which is projected to go straight up to Mason Road. Councillor MacDonald noted the green space corridor extending to the existing parkland and asked if there are any proposals or discussions about any type of trail going through there. Ms. Kennedy replied that the discussion had originally been to preserve some of the trees on the lot and to allow that kind of active transportation connection, whether it be a hiking trail or a gravel path.

Councillor Dowling asked for a quick overview of what was done regarding public consultation. Ms. Kennedy stated that there was no public consultation for the preliminary subdivision approval. She noted that any subdivision that has the extension of sewer mains and public roads need to

be brought to Council. She added that two additional applications that are a part of this subdivision involved public consultation. Ms. Kennedy explained that this was split into three separate resolutions so that if one portion of the application was to be appealed, the remaining part of the application could proceed. She added that there are no changes in zoning and no conditional uses or special permit uses as part of this resolution.

Deputy Mayor Gallant asked about curbs which are new street requirements. Ms. Kennedy explained that the Department of Transportation had altered their street requirements, and they are now requesting that the majority of subdivisions proposed in Stratford have a mountable curb and gutter system, rather than an open ditch, and the pavement extends right to the curb that would have a gradual mount that can be driven right over with a vehicle.

Question: **CARRIED**

- e) **Resolution No. PH009-2025 – Concord Properties Ltd. – Kelly Heights Phase 3 Revision (a portion of PID 882084) – Conditional Use: one 4 Unit Townhouse Lot in a 25 Lot Subdivision**

Moved by Councillor MacDonald

Seconded by Councillor Jody Jackson

WHEREAS an application has been received from Concord Properties Ltd. to replace one 3-Unit Townhouse lot with a 4-Unit Townhouse lot on the proposed lot 92 within the third phase of the Kelly Heights subdivision (a portion of PID 882084). Within the Medium Density Residential (R2) Zone, “Townhouse Dwellings, up to six (6) Dwelling Units...up to 40% of the block” are a Conditional Use, with this application representing 5.3% of the block; and

WHEREAS the proposed lot far exceeds the minimum lot area; however, as the lot is located on the outside of a curve in the street, the frontage of the lot is 4 m (13 ft) less than the minimum standard. This configuration may be permitted per section 4.3.1(n) as said lot has safe street access and meets the minimum frontage at the front building line; and

WHEREAS pursuant to Section 11.3.3 of the Town of Stratford Zoning and Development Bylaw #45, prior to the issuance of a Development Permit for a Conditional Use, Council shall ensure that property owners that directly abut the subject property are notified in writing and asked to provide their comments; and

WHEREAS on February 14, 2025, thirty (30) notification letters were sent to abutting property owners. As of March 12, 2025, the deadline for comments, 2 letters were received

(representing 6.6% of property owners notified). One (1) in support of the application and one (1) contrary.

BE IT RESOLVED that approval be granted to an application received from Concord Properties Ltd. for a Conditional Use to replace one 3-Unit Townhouse lot with a 4-Unit Townhouse lot on the proposed lot 92, located within the third phase of the Kelly Heights subdivision, in accordance with the following conditions:

1. Conformance with the Revised Development Plan Phase 3 – Option 3 prepared by CBCL, Number 192627, Drawing Number C04, issued for review November 8, 2024.
2. That all other relative provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw #45 are met.
3. That the approval shall be valid for a period of 3 years from the date of resolution.

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

Councillor MacDonald asked Ms. Kennedy to explain the definition of a 'block' as it relates to this resolution. Ms. Kennedy explained that for this application, the block is all of the proposed lots. She noted that within the R2 Zone portion of this subdivision, there are 19 lots and we have been using those 19 lots as the definition of the block, and one of the lots is proposed as a 4-unit townhouse.

Councillor MacDonald referred to one of the contrary-minded responses from the public that was received in response to the notification letters. The response highlighted a number of concerns, including: no garages, parking issues, increased pollution from increased vehicle traffic, and a disproportionate number of multi-family dwellings. Councillor MacDonald asked if planning staff has engaged in any mitigation or anything of that nature to address these concerns. Ms. Kennedy replied that on-street parking has been an issue in the earlier phases of the subdivision. She added that they had been looking at installing no parking signs and adding them as a condition in some of the problem areas to address that parking issue; however, the Mayor raised the issue of one-off special occasions. Rather than overregulating, the resolutions are worded in a way where it is more reactionary and would be looked at if there is a problem.

Ms. Kennedy added that discussion on some of the hardscaping required for some of these units was to look at a future amendment to the bylaw that

would restrict the amount of hardscaping in the front yard, as well as planting requirements to break up that vehicular look and feel. Regarding comments about the disproportionate number of multi-family dwellings, Ms. Kennedy reported that there was only about a 10% increase in semi-detached and multi-unit dwellings in Phase 3.

At this point it was noted that further discussion will be required regarding hardscaping and challenges with parking.

Question: **CARRIED**

- f) **Resolution No. PH010-2025 – Concord Properties Ltd. – Kelly Heights Phase 3 Revision (a portion of PIDs 882084 and 897124) – Special Permit Use: six (6) Stacked Semi Detached Lots in a 25 Lot Subdivision**

Moved by Councillor Jeff MacDonald

Seconded by Councillor Gordie Cox

WHEREAS an application has been received from Concord Properties Ltd. for a Special Permit Use to replace six (6) Semi-Detached Dwelling lots with six (6) Stacked Semi-Detached lots on proposed lots 90, 96, 97, 103, 107, and 108 within the third phase of the Kelly Heights subdivision (a portion of PIDs 882084 and 897124). Within the Medium Density Residential (R2) Zone, “Stacked Semi-Detached Dwellings...up to 40% of the block” are a Special Permit Use, with this application representing 31.6% of the block; and

WHEREAS the proposed lots far exceed minimum lot requirements and, in accordance with Section 8.16.1, this application complements the scale of existing phases of the newly developed subdivision and includes buffering between the established neighborhood near the Mason Road by means of greenspace, vacant lots, and new like Uses such as single dwelling lots. As per comments obtained from the Department of Transportation and Infrastructure, there are no traffic concerns associated with the additional units.

WHEREAS pursuant to Sections 8.16.1(d) & (e) in the Zoning and Development Bylaw #45, Council shall ensure that property owners within 61 m (200 ft.) of the subject property are notified in writing and asked to provide their comments; and ensure that a public meeting be held to allow residents to provide their input before making a decision.

WHEREAS on February 14, 2025, forty-eight (48) notification letters were sent to property owners within 61 m (200 ft) of the subject property and a public meeting was held on March 5, 2025, at 7:00 p.m. This public meeting was also live streamed on the Town’s Facebook and YouTube pages. As of the deadline for comments, March 12, 2025, three (3) letters were

received (representing 6.3% of property owners notified). One (1) in support of the application and two (2) contrary, mainly citing concerns regarding vehicle clutter and on-street parking which may be mitigated with “no parking” signage in the future if needed.

BE IT RESOLVED that approval be granted to an application received from Concord Properties Ltd. for a Special Permit Use to replace six (6) Semi-Detached Dwelling lots with six (6) Stacked Semi-Detached Dwelling lots on proposed lots 90, 96, 97, 103, 107, and 108, within the third phase of the Kelly Heights subdivision, in accordance with the following conditions:.

1. Conformance with the Revised Development Plan Phase 3 – Option 3 prepared by CBCL, Number 192627, Drawing Number C04, issued for review November 8, 2024.
2. That all other relative provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw #45 are met.
3. That the approval shall be valid for a period of 3 years from the date of resolution

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

Ms. Kennedy referred to the revised development plan (attachment 8c-1 in the agenda package) and reported that the six lots under consideration are identified in red. She explained that the proposal is to replace the semi-detached dwellings with stacked semi-detached dwellings. She added that these lots are double the minimum requirements for lot area and frontage, so they are good candidates for meeting the three tests that are required to approve a special permit use: 1. that it complements the scale of the existing adjacent development, 2. that it has sufficient buffer area, and 3. that it doesn't cause any hardship such as excessive noise, traffic congestion, hours of operation or other potential nuisances. Ms. Kennedy noted that there will be two parking spaces per dwelling unit, so each of these buildings will need eight parking spaces, and if parking becomes an issue signage can be put up to mitigate that issue if needed. Ms. Kennedy continued to report that 48 property owners within 200 feet were notified in writing and invited to a public meeting. She noted that after the deadline we received three letters - most of the concerns were about vehicles and parking.

Councillor MacDonald asked about the proposed parking plan for each of the proposed units. Ms. Kennedy replied that this was included in the notification letters which are attached to the agenda package (see attachment 8c-2). She explained that these are conceptual site plans that were prepared by the

developer to show the approximate size of a typical stacked semi-detached dwelling, and a basic layout of parking and setbacks. She noted that the developer of these lots will not be tied to this configuration, so there could be more of an angled approach to it. She added that these are large lots and are double the minimum requirement.

Councillor Dowling asked Ms. Kennedy to explain the difference between semi-detached and stacked semi-detached dwellings. Ms. Kennedy explained that semi-detached is two units arranged side-by-side, and a stacked semi-detached is two units wide and two units high, so the end of the day it will look like a two-story semi-detached dwelling with four doors on the front. She added that this is a way to arrange more of a gentle density in the area and does not require any zoning changes. Ms. Kennedy confirmed that this is consistent with the neighbourhood as there are already four unit dwellings in the existing phases, and there is a mixture of one-storey and two-storey buildings in the first two phases. Ms. Kennedy also confirmed that there is mitigation for parking if that becomes an issue, and staff will work with the developer in relation to the hardscaping to minimize impact from an aesthetics perspective.

Councillor Cox asked if the developer could just put down a square pad of pavement. Ms. Kennedy replied that right now there is nothing in the bylaw that prevents a unified driveway, provided that they are not disrupting the path of drainage, but having a grass separation between driveways does help storm water as an extra absorption material, and water could be shed to the side and follow the sidelines. She added that we would encourage the developer, once we get that permit submission, to have more green space area or reconfigure the driveway, but it would not be tied to this specific resolution.

Councillor MacDonald asked planning staff if there is anything within our Official Plan in terms of the principles surrounding development which would allow consideration of the comments from Council members for promoting separated driveways or green space. Mr. McKeigan replied that from a planning perspective going forward, sound planning principles can prevail in most situations and there are trade-offs we can make with the developers. He explained that a site plan is required that has to be approved, and that approval is attached to the permit – they have to construct in accordance with that site plan, and we can encourage things like the green space in between driveways and the planting of vegetation.

Question:

CARRIED

g) Resolution No. PH0011-2025 – Mobile Vendors Bylaw #55 – First Reading

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jill Chandler

WHEREAS the Town of Stratford’s Planning Department is proposing a new Mobile Vendors Bylaw, which would permit the sale of prepared refreshments by way of a Mobile Vending Unit, and

WHEREAS the Mobile Vendors Bylaw, was previously drafted and advertised as the Street Vendors Bylaw, was changed to this new name out of comments from the province and due to locations of vendors to be located in parks and private parcels and not within the “streets,” and

WHEREAS in accordance with the Stratford Zoning and Development Bylaw #45, notice of this amendment application and public meeting occurred through the placement of an advertisement in the local Guardian Newspaper on two (2) separate editions (February 22nd and March 1st) and notice of the public meeting was also posted on the Town’s Facebook page; and

WHEREAS a public meeting was held on March 5, 2025, at 6:00 p.m. and MRSB Consulting who drafted the new Bylaw presented to those in attendance. Two attendees stood up and asked questions of the presenters, comments were recorded in the minutes; and

WHEREAS this public meeting was live streamed on the Town’s Facebook pages and YouTube and residents were given until 12:00 p.m. (noon) on March 7, 2025, to submit their comments; and

WHEREAS planning staff received no written comments from residents or business owners.

BE IT RESOLVED that the Town of Stratford adopt the Mobile Vendors Bylaw #55, be hereby read and approved a first time.

Discussion: This resolution bears the recommendation of the Planning, Development & Heritage Committee.

Councillor MacDonald invited Alex MacBain from MRSB to provide a brief overview to Council. Mr. MacBain explained that this began in August of 2024, and since that time there has been extensive public and other engagement, including consultation with other municipalities. He added that

there was a public meeting held on March 5, 2025, where some concerns were identified and have been addressed in the most recent draft of this bylaw.

Councillor MacDonald asked Mr. MacBain what information is required from applicants/vendors to apply and Mr. MacBain replied that they would need to provide a description of the items to be sold, a plan of the site where they plan to setup, and the duration of time. He explained that there are two classes of permits: 1. a smaller class (Class B), for example push carts or bicycle trailers, etc., and 2. a larger class (Class A) which would typically be a food truck with a generator. For Class A permits, the cost depends on the length of time they are applying for. Mr. MacBain listed the type and cost for the different permits:

Class B - Seasonal (April 1 to October 31):	\$400
Class A - One-day (special event):	\$75
Class A - Occasional (less than 30 days):	\$150
Class A - Seasonal (April 1 to October 31):	\$875
Class A - Annual:	\$1,500

Mr. MacBain added that vendors who have been approved for a permit for a shorter duration could submit a subsequent application to extend it if needed.

At this point, Scott Carnall from the planning department presented a map (attachment 9.a.2 in the agenda package) indicating the commercial and public areas where vendors would be permitted to operate. He advised that smaller Class B vendors would be permitted to operate in public areas only, and larger Class A vendors would be permitted in both public areas (i.e., parks) and commercial areas. He noted that Class A vendors would be permitted to setup in the parking areas only, while Class B vendors would be permitted in the open areas of the parks (except for the trails and boardwalk).

Mr. Carnall added that there is no cap to the number of vendors at this time. Councillor MacDonald pointed out the importance of existing licensed food service establishments in the community and asked if there was something in the bylaw to address multiple mobile vendors setting up in an area next to existing/permanent businesses. Mr. Carnall suggested adding a notification process for these businesses – this will be looked at before second reading.

Councillor Chandler asked if there has been any consideration to include Kinlock Beach in the public areas where vendors would be permitted. Mr. Carnall replied that he would bring it up with the director of recreation to see if this location could be added.

Question: **CARRIED**

At this point Councillor Chandler left the meeting.

h) Resolution No. PH012-2025 - A001-25 - Town of Stratford - Zoning and Development Bylaw Amendment, Bylaw #45-S Non-Combustible Fire Separations - 1st Reading

Moved by Jeff Councillor MacDonald

Seconded by Councillor Jody Jackson

WHEREAS planning staff is proposing a housekeeping text amendment to the Zoning and Development Bylaw #45 to reduce province wide confusion in the industry caused by referring to the vertical fire separation required for semi-detached and townhouse dwellings as a “firewall;” and

WHEREAS the proposed text amendments will not change building permit requirements or the ability to subdivide attached dwellings from what has been required since the Town first adopted the National Building Code of Canada in 2011; and

WHEREAS in accordance with Section 3.2.3. of the Zoning and Development Bylaw #45, notice of the amendments and public meeting occurred through the placement of an advertisement in the local Guardian Newspaper on 2 separate editions (February 22, 2025, and March 3, 2025), and notice of the public meeting was posted on the Town’s Facebook and YouTube page; and

WHEREAS a public meeting was held on March 5, 2025, at 6:00 p.m. at the Town Centre and was live streamed on the Town’s Facebook page and YouTube. No questions or comments were received at the meeting and no written comments were received by the deadline of March 7, 2025.

BE IT RESOLVED that Bylaw #45-S, a bylaw to amend the Town of Stratford Zoning and Development Bylaw, Bylaw #45, be hereby read and approved a first time.

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

Councillor MacDonald noted that this will not negatively impact any development currently underway in the Town. Mr. McKeigan confirmed this and added that this is basically a change in terminology for clarity from the term “firewall” to “fire separation.”

Question: **CARRIED**

i) **Resolution No. PH013-2025 - RZ001-24 – R & D Builders. – Zoning Bylaw Amendment – Zoning Map Amendment – R2 with a SS Overlay to R3 – Forest Trails Phase 4 – PID 289512**

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jody Jackson

WHEREAS an application has been received from R & D Builders. requesting to rezone PID 289512 located at the end of Hollis Avenue from the Medium Density Residential (R2) Zone with a Sustainable Subdivision (SS) Overlay Zone to the Multiple Unit Residential (R3) Zone; and

WHEREAS the purpose of the zoning amendment is to facilitate the construction of two (2) 38-unit Multi-Unit Buildings (Apartments) and three (3) Stacked Townhouse Dwellings; and **WHEREAS** in accordance with the Stratford Zoning and Development Bylaw #45, Fifty-Four (54) notification letters were sent out to property owners whose parcels were within 150 metres of the subject properties, two advertisements were placed in the Guardian on September 9 and October 5, 2024, and the proposed zoning amendment was advertised on social media to solicit input and to notify residents of the public meeting; and

WHEREAS a public meeting was held on October 8, 2024 with 35 residents in attendance, and was also live streamed on the Town’s Facebook and YouTube. Residents were given until October 20, 2024, to submit their comments; and

WHEREAS Comments from the Town’s livestream were read into the record and recorded in the minutes; and

WHEREAS planning staff received two (2) response letters from residents before the meeting; and 18 letters were received after the meeting, before the October 20th deadline, providing comments and concerns with the proposed zoning amendment and proposed future development of the subject lands

WHEREAS the Planning Committee at their November 8, 2024, meeting decided to hold off making a recommendation until more information had been obtained, regarding the road

capacity of Hollis Avenue, the location and boundaries of a newly delineated wetland, and a preliminary grading plan; and

WHEREAS the Planning Committee at their March 31 meeting reviewed additional information, which was submitted by the province and the applicant that addressed the outstanding issues identified at the November Planning Committee meeting.

BE IT RESOLVED that Bylaw #45-T, a bylaw to amend the Town of Stratford Zoning and Development Bylaw, Bylaw #45, be hereby read and approved a first time.

Discussion: This resolution does bear the recommendation of the Planning, Development and Heritage Committee.

Town planner Phil Rough presented an overview, status, and issues of the requested amendment. Mr. Rough began by explaining that this is the fourth phase of the Forest Trail subdivision which originally started back in 2011. Phase 1 was John Oxbury, Phase II was Autumn Lane, Phase III was Balderston Court, and now we are at Phase IV. He explained that the original concept for the area called for townhouses and a combination of single family and semi-detached dwellings.

Mr. Rough continued to explain that the original concept called for 30 to 35 townhouses; however, the developers are looking to increase the number of units in the area and are considering changing it to two 38-unit apartment buildings. He added that the current zoning is R2 with a sustainable overlay, which permits additional units – it does not have any development standards, so they are wide open as to what the standards are, and they supersede anything in the R2 Zone underneath. Mr. Rough explained that the R3 Zone allows apartments, but it also has specific development standards for both the apartments and the stacked townhouses which are being considered by the developer. He added that the purpose of going to the R3 was to establish some standards for the area, so people know what the standard setbacks are and maximum build heights. The main focus on the rezoning is to have those development standards in place and makes the apartments a little easier – they go from special permit use in the overlay zone to a conditional use. He added that the R3 Zone eliminates some of the elements of the sustainable overlay component, and it has density standards in there, where the R2 Zone has no density standards. The main focus is to have development standards in place for the development.

Mr. Rough continued to explain that in terms of the process, this originally came on board last fall; however, the Planning Committee decided to delay making a recommendation until new information had been obtained regarding the boundaries of the wetland, road issues and drainage.

Councillor MacDonald asked if there are any considerations that Council should keep in mind. Mr. Rough replied that one thing to consider is how it ties into the Official Plan to ensure that the intended use fits the zone. He added that another consideration is compatibility with the proposed uses in the neighbourhood.

At this point, the director of planning Dale McKeigan added that the environmentally sensitive area must be considered to ensure that development will not do any damage to it. He reiterated that it is important to ensure compatibility, accessibility, and servicing are all there, things that would make it a healthy and viable development, but one of the main things is to ensure what is being proposed meets the policies of the Official Plan – which is the prevailing document over the bylaw.

Councillor MacDonald stated that our overriding concern here is to ensure that a proposed rezoning will be in harmony with the surrounding areas. He added that if there was a decision to rezone this to R3, it would not give the developer any increased license to do any development work in the wetland. Mr. Rough added that in terms of planning, it is a balancing act between the concerns of the public good and the private individuals of land owners – both are important, and neither should be the sole focus of decision.

Councillor MacDonald stated that at a minimum, if this rezoning occurs, Council still has another look at these apartment buildings on a conditional use basis. Mr. Rough clarified that the design of the buildings would be a separate development application.

Councillor MacDonald stated that he is supportive of the rezoning as far as it allows us to still maintain control of the zone in the form of a conditional use review on these proposed apartment buildings. He added that it allows us to import some design and development standards, and it does not diminish the protections and considerations of any potential wetland area. Mr. Rough agreed that with the conditional use, Council still has the ability to have design standards in place to make the development fit into the area.

Councillor MacDonald asked Mr. Rough to explain what we are looking at in terms of the surrounding zoning. Mr. Rough explained that essentially the area around it is R2 – medium density residential. He added that Reeves Estates is zoned as R2, and then up toward the rest of Hollis Avenue is R2 with sustainable overlay.

Councillor MacDonald asked if this rezoning is contingent upon any developer extending the road from MacIntosh Drive. Mr. Rough replied that any development in the area will need to connect Hollis Avenue to MacIntosh Drive. He added that this rezoning is not contingent with any future development, but when development does occur, MacIntosh and Hollis will get connected, which was always the intent of the Forest Trail subdivision to connect the two roads.

Question: **CARRIED**

j) **No. PH014-2025 – SD009-25 – R & D Builders – Forest Trails Phase 4 (PID 289512) – 9 Lot Preliminary Subdivision Approval**

Moved by Councillor Jeff MacDonald

Seconded by Councillor Gordie Cox

WHEREAS An application has been received from R & D Builders to revise the fourth phase of the Forest Trails subdivision, located on parcel numbers 289512 (approximately 11.3 acres in total area), located at the end of Hollis Avenue into nine (9) lots within the Medium Density Residential (R2) with a Sustainable Subdivision (SS) Overlay Zone; and

WHEREAS the purpose of this zoning amendment is to facilitate the creation of 5 lots for residential development (Lots 1, 2, 3, 4, 10), 2 lots for Greenspace (Lots 0-6 & 0-7), the Hollis Road Extension (R-5) and a small Remnant Land lot (Lot 24-A1); and

WHEREAS each of the proposed lots meet the minimum lot standards, for the proposed residential developments of Stacked Townhouses or Multi-Unit Dwellings; and

WHEREAS comments obtained from the Department of Transportation and Infrastructure (DTI) indicate that Hollis Avenue needs to be extended to connect to MacIntosh Drive.

WHEREAS a formal wetland delineation assessment has been completed by Fundy Engineering on behalf of the applicant, that was reviewed by and deemed acceptable by Provincial Department of Environment, Energy and Climate Action (EECA), that mapped out the revised boundaries of the designated wetland in Lot 0-7.

BE IT RESOLVED that preliminary subdivision approval be granted to an application received from R & D Builders to revise the Fourth phase of the Forest Trail subdivision, located on parcel numbers 289512 (approximately 11.3 acres in total area), into 7 lots, in accordance with the following conditions:

1. Conformance with the Overall Site Plan prepared by Mantha Land Surveys Inc., File Number 24-J-3, Drawing Number M-24-46, Dated February 13, 2024.
2. That Lot 1 and Parcel 24-A1 shown on the survey plan identified in Condition #1, be amalgamated with Parcel 0-7.
3. That the applicant work with the Department of Environment, Energy and Climate Action (EECA) to determine the final location of the wetland boundary on Lots 2, 3 & 4.
4. That a stormwater management plan be designed by a licensed engineer using Low Impact Development guidelines to be approved by both the Department of Transportation (DTI) and the Town.
5. That an overall grading plan be designed by a licensed engineer to set the finished floor and pad elevations for each of the lots in coordination with and including the proposed paths of drainage for each lot to be approved by the Town.
6. That an erosion and sedimentation control plan be designed by a licensed engineer using the Town's Erosion and Sedimentation Control Guidelines to be approved by both DTI and the Town.
7. That the extension of Hollis Avenue shall be designed in accordance with the provincial road standards of DTI and that a Subdivision Road Agreement shall be executed.
8. That the sewer and water systems shall be designed in accordance with the Stratford Utility Corporation Servicing Standards and that a Utility Agreement shall be executed along with the payment of all applicable capital contribution fees required by the Stratford Utility Corporation (SUC).
9. That the Developer shall enter into a Subdivision Agreement with the Town to be registered to the property at the cost of the Developer.
10. That the developer makes an agreement with Canada Post and meets Canada Post's requirements for establishing Community Mailbox(s) in new subdivisions.
11. That all other relative provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw #45 are met.
12. That Preliminary approval shall be valid for a period of 3 years from the date of Council's approval on April 9, 2025.

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

Mr. Rough began by bringing up the Preliminary Subdivision Plan on the screen (see attached document 9d-1 in the agenda package). He explained

that currently this is just one large lot - 11.34 acres. Councillor Dowling asked if Lots 0-6 and 0-7 are considered parkland dedication or green space. Mr. Rough replied that if it follows the same setup as the rest of Forest Trails, it would be deeded over to the Town.

Councillor Dowling asked if the Town would have any liability should people build on Lots 2, 3, and 4, if there are issues with flooding from Lot 0-7 (which the Town would then own). Mr. Rough replied that condition 3 requires that the applicant work with the Department of Environment, Energy, and Climate Action (EECA) to determine the final location of the wetland boundary on Lots 2, 3, and 4. He noted that the province has indicated that they reviewed the report from Fundy Engineering, and they are willing to work with the developers to establish where that boundary is, and there might be some payment required for the establishment of a set boundary. He added that there were comments about potentially working with Ducks Unlimited on the establishment of a formal wetland, which had been considered back in 2011 with the original concept. Mr. Rough explained that the exact boundaries of that wetland still need to be determined with the developer and EECA.

Councillor Dowling re-stated his concerns about flooding on the building lots and if the possibility of liability for the Town had been explored. Councillor MacDonald asked if there should be something firmer from the province and Mr. McKeigan stated that we rely on professionals like the Department of Environment, and we will not move forward with any decisions until we have certainty on the matter with the status of this land as far as wetland and how it is delineated. He added that it is in the first or second phase and once we have a conclusion we can make a decision, and if it needs to come back through Council we will do that, and we will have better certainty at that point in time.

Councillor MacDonald asked if we vote to rezone or to subdivide today, does that take any control out of our hands in terms of this process. Mr. McKeigan replied that we can revoke or rescind a subdivision if we go forward and find out different information, so we should probably write something in there to have that ability to come back after we have information from Environment to know the status of it – or we can delay the subdivision until such time.

Councillor MacDonald asked if a friendly amendment to the resolution would deal with that. Mr. McKeigan replied that he was a little concerned not knowing the definitive response from Environment as it could change. Mr.

Rough stated that we do have the one condition where the applicant has to work with the Department of Environment, and we could potentially change that to say that they need to work with the Department of Environment and the Town.

Mr. Rough read out what was received back from Environment which is as follows: "The Department is willing to work with you (the applicants) on lots 2, 3 and 4. In the Spring we can confirm the extent or presence of wetland on Lots 2-4. Right now, it looks like you would be able to develop lot 4 and possibly lot 3 without impacting the wetland identified by EECA. There may be more wetland on Lot 2 that would be impacted by development, which may require compensation. However, this cannot be determined until the spring. Either way we would be willing to work with you on the development of lots 2-4 as long as the wetland impact is minimized and potential compensation for lot 3 would need to be determined in the Spring. Lot 1 is evidently undeniable wetland that cannot be developed, and the Department would not be willing to budge on this lot."

At this point there was a brief discussion on amending or deferring the resolution. Mr. McKeigan suggested that it be deferred until we have more information, and for planning staff to talk to the developer to explain the situation and let them decide on how they feel they want to move forward.

MOTION TO DEFER

It was moved by Councillor MacDonald, and seconded by Councillor Jackson, that approval of this preliminary subdivision application be deferred until more information is received.

Discussion: Rationale: The EECA has stated that they are going to conduct research and field work which will occur in the spring. The deferral will allow that research and field work to occur.

Question: **CARRIED**

13. RECREATION, CULTURE AND EVENTS

The report was included in the agenda package for Council to review. Councillor Cox provided an overview as follows:

Stratford Youth Centre & Council

The Stratford Youth Centre has been bustling with activity this spring having just wrapped up a successful March break camp that was filled with fun and engaging activities for local youth. In addition to the camps, the Centre offers daily drop-in sessions where young people

can connect, participate in various recreational activities, and enjoy a safe space to relax. The Drama Club is currently hard at work on another exciting play, giving participants the opportunity to showcase their talent and creativity. For those looking for some entertainment, there will be a Movie Night on Friday, April 11 - a great way to unwind and enjoy a film with friends. Looking ahead, the Garden Club will also be starting at the end of April, providing a fantastic chance for youth to get involved in gardening and learn about nature. With so many activities on offer, the Stratford Youth Centre continues to be a hub of positive, youth-driven programming in the community.

Spring Maintenance and Planning

Spring maintenance and planning are in full swing as we prepare for a busy season ahead. Preparations are underway for the installation of nets at the tennis and pickleball courts, with plans to have them in place by the end of this week, weather permitting. Additionally, the installation of batting cages at MacNeill and Bunbury Fields is on track, alongside much-needed repairs to fences and dugouts to ensure the facilities are ready for the season. We are also addressing washouts on trails to enhance safety and accessibility. As the weather continues to warm, field aerating, rolling, and fertilizing will be carried out as the fields firm up. With the spring season arriving earlier than expected, the Town is actively working to stay ahead of the conditions to ensure all outdoor spaces are in top shape for community use. Weather will, of course, play a key role in the timing of these efforts, but we are committed to providing high quality, well maintained facilities for all.

Irish Felt Fairy (15 registrants) & The Art of Henna (9 registrants)

Both workshops, Irish Felt Fairy and The Art of Henna, were a success, with participants providing excellent feedback. The Irish Felt Fairy workshop, which had 15 registrants, introduced participants to the delicate art of felt making, where they created their own whimsical felt fairies. Meanwhile, The Art of Henna, which had 9 registrants, was an engaging session that allowed attendees to explore the traditional art form of henna body art. The workshop attracted extra attention, as CBC Radio attended to capture the cultural significance and artistic process behind henna designs. The positive response to both workshops indicates a strong community interest in hands-on, creative activities, and these programs are likely to be offered again in the future.

Spring Programs Commence this Week

This week marks the beginning of our Spring Programs, which promise a diverse range of activities aimed at engaging the community. From arts and crafts to fitness classes, these programs are designed to cater to a variety of interests and age groups. With the warmer weather encouraging outdoor participation, we expect a high turnout for many of the events, particularly those that take advantage of the beautiful outdoor spaces available.

Poppy Project Tally

The Poppy Project has made incredible strides, and we are excited to announce that the current tally stands at 2,842 poppies. This impressive number reflects the dedication and involvement of the community, and due to the overwhelming response, we are increasing the goal to 8,000 poppies. This new target will further honor the spirit of remembrance and showcase the collective effort of everyone involved. As we continue to gather poppies, we are encouraged by the support from local groups, schools, and individuals who are committed to ensuring that the project reaches its full potential. We look forward to seeing this initiative grow as we approach the final count.

Canada Day, Tuesday, July 1, 2025

Michael Thomas Waterfront Park: Canada Day 2025 promises to be a memorable celebration at the Michael Thomas Waterfront Park, where the community will gather on Tuesday, July 1st, for a day of festivities. With stunning waterfront views, the park will provide the perfect backdrop for the day's events, which will include family friendly activities, live music, food vendors, and a fireworks display in the evening. The celebration will bring together individuals of all ages to commemorate the nation's history and diversity, and it is expected to be one of the most attended events of the summer. Mark your calendars and get ready to enjoy a vibrant and exciting Canada Day!

May/June Pickleball Program Offered with Registration Open

Our May/June pickleball program is now available for registration! Whether you are a seasoned player or new to the sport, this program is designed for all skill levels. Participants will have the opportunity to improve their game, learn new techniques, and enjoy friendly competition in a welcoming environment. Don't miss out—sign up today and join us for an exciting season of pickleball!

Summer Camp Registration

Summer camp registration is now open! We are excited to offer a variety of fun and engaging camps for kids of all ages. From outdoor adventures to arts and crafts, our camps are designed to provide an enriching experience for every child. Spots are filling up quickly, so be sure to register soon to secure a spot in your preferred camp program.

Intro to Sport & U4 Soccer Registration

Registration for the Intro to Sport and U4 Soccer programs will open on May 1. These programs are perfect for young athletes looking to get started in sports, focusing on basic skills, teamwork, and fun. Parents can look forward to a positive and engaging environment where their children can develop a love for physical activity.

At this point there was a brief discussion on the Remembrance Day Ceremony to possibly look at moving the ceremony indoors in cases of extreme weather, for the protection and benefit of the more vulnerable members of our community.

14. FINANCE AND TECHNOLOGY

a) The report was included in the agenda package for Council to review. Councillor Jackson provided an overview of the report as follows:

- Special council meeting was held on March 26, 2025, to pass the Town and Utility operating and capital budgets;
- Staff is updating budget numbers in Townsuite;
- Staff is updating utility rate information in Townsuite for upcoming billing;
- April Utility Bills are being processed. E-billing was done on April 7, 2025, and bills done by Tremploy (mailed bills) should be received by customers on April 14, 2025;
- Letters have been sent out to vendors to let them know we are changing to an electronic payment system for payables. There has been a good uptake so far from vendors on this project;
- Attended staff session on Phase 1 of the official plan and bylaw review;
- Staff attended a training session sponsored by Immigrant and Refugee Services Association of PEI (IRSA) on culture which was very interesting;
- Received a proposal from the province for revenue sharing. The Federation of PEI Municipalities (FPEIM) is planning a revenue sharing meeting to discuss the proposals that have been received by municipalities;
- Met with staff to do their annual performance evaluations;
- Working on staff workplan for the 2025-26 year;
- Submitted documentation to the province regarding the budget and our municipal tax rates;
- Staff within the department are training to learn new positions to cover if staff are out of office;
- Working on ICIP government claims for funding; and
- Staff is busy with day-to-day items.

b) Financial Statements

The financial statements were included in the agenda package for Council to review.

15. INFRASTRUCTURE

a) The Report was included in the package for Council to review. Deputy Mayor Steve Gallant reviewed the report as follows:

- Four bids were received for the construction of the Glen Stewart Drive multi-purpose trail and will be presented in a resolution this evening with a recommendation for the award;
- Tenders will be received until Friday, April 11, 2025, for the installation of additional hydrants in the core area. Eight hydrants along Shakespeare Drive and two along

Williams Gate have been identified in the tender documents. The results will be brought to the May Council meeting with a recommendation to award;

- Proposals will be received on April 10, 2025, for design services for the sewer lift station standby generators project. The project includes design work to be completed for the following stations in priority order: Bayside Lift Station (17 Bayside Drive), East Keppoch Lift Station (180 Spinnaker Drive), Stonington Lift Station (36 Tuckers Way), Skye Lane Lift Station (100 Keppoch Road), and Battery Point Lift Station (13 Battery Point Drive), with work anticipated to begin in July. All five locations may not be completed this year if budget does not allow.
- The Sump Pump Redirection Rebate Program continues, and we encourage residents to call for more information on the eligibility of the program.

Infrastructure Staff has also been busy with the following:

- Completing performance evaluations of the 2024 fiscal year and work plans for the 2025 fiscal year;
- Dismantling rinks;
- Maintenance and grooming of trails are ongoing;
- Spring cleanup of all properties;
- Preparing for opening of sports fields;
- Prepping winter equipment for storage and readying summer equipment;
- Water and sewer inspections, meter installations and water turn-ons for new development are ongoing;
- Completed first quarter meter reads;
- Ongoing pump maintenance at the Horton sewer lift station due to clothes and rags clogging the pumps. Awareness information was provided to the property manager to share with the tenants;
- Ongoing inspection and maintenance of water and sewer systems and facilities such as manhole covers, and valve box covers knocked off with snowplow operations;
- Managing ongoing customer and resident inquiries and concerns; and
- During the month of March, there was one minor sewer backup reported by a resident due to a blockage in a gravity main caused by root intrusion. A sewer jetter and vacuum truck were engaged to cut and remove the roots.

b) **Resolution No. INC002-2025 – Glen Stewart Drive Multi-Purpose Trail**

Moved by Councillor Jody Jackson

Seconded by Councillor Ron Dowling

WHEREAS the 2025 Town capital budget includes \$685,000.00 (excluding HST), with 50% being funded by the PEI Active Transportation Fund, for the construction of the Glen Stewart Drive Multi-Purpose Trail to be completed this summer; and

WHEREAS tenders were received on March 11, 2025, with four compliant bids submitted, as follows:

Contractor	Bid Excluding HST
Landmark Construction	\$217,621.00
Birt & MacKay Backhoe Services Ltd.	\$256,600.80
Island Coastal Services Ltd.	\$270,845.00
Birch Hill Construction Ltd.	\$306,632.00

AND WHEREAS Landmark Construction, having submitted the lowest bid, has completed satisfactory work for the Town in the past and has been recommended by the consultant for acceptance;

AND WHEREAS the engineering fees are estimated to be \$42,150.00 (excluding HST), for a total estimated project cost of \$259,771.00 plus HST.

BE IT RESOLVED that the Glen Stewart Drive Multi-Purpose Trail project be awarded to Landmark Construction in the amount of \$217,621.00 (HST excluded).

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

Councillor Jackson asked a question about the length of the section of trail. Carter Livingstone from the infrastructure department explained that the trail starts at Mutch Drive and extends for about 420 metres eastwards to where it meets the existing asphalt trail near the roundabout at Perley Drive.

Question: **CARRIED**

16. COMMITTEE OF THE WHOLE

Nil

17. INQUIRIES BY MEMBERS OF COUNCIL

Councillor MacDonald asked about the status of the active transportation trail on Rosebank Road. CAO Crosby reported that we are waiting to hear back on an application for funding for this project.

18. OTHER COMMITTEES

a) Stratford Senior's Complex

Deputy Mayor Gallant noted that the following is an overview of projects and items being worked on:

- Working with the infrastructure department to plan capital projects based on the Building Assessment Report;
- Met with the director of infrastructure, and infrastructure staff to discuss maintenance and gardening responsibilities at the senior's complex;
- Received draft financial statements for the senior's complex for December 31, 2024. These statements were reviewed by the Seniors Committee on April 8, 2025, and were then forwarded to Council for their approval;
- We received the new agreement forms from the Canada Mortgage and Housing Corporation (CMHC) and we are currently reviewing the information;
- Apartment 5 is now vacant, and we are in the process of getting the unit ready for a new tenant;
- Reviewing replacement reserve funds to figure out which capital projects can be completed in the current year; and
- There are currently 30 people on the waiting list.

19. APPOINTMENTS TO THE COMMITTEE

Nil

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, Councillor Cox moved to adjourn the meeting at 7:49 p.m.

Deputy Mayor Steve Gallant

Jeremy Crosby, CAO