

REGULAR COUNCIL MEETING
Approved Minutes

DATE: December 11, 2024
TIME: 4:30 p.m. – 6:25 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Gordie Cox; Jeff MacDonald; Ron Dowling; Jeremy Crosby, CAO; Dale McKeigan, Director of Planning, Development, and Heritage; Kim O’Connell; Director of Finance and Technology; Jeannie Woodard, Director of Infrastructure; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Councillor Jody Jackson, Councillor Jill Chandler, and Jeremy Pierce, Deputy CAO and Recreation Director

CHAIR: Mayor Steve Ogden

1. CALL TO ORDER

Mayor Steve Ogden called the Regular Monthly Council Meeting to order at 4:30 p.m. and welcomed those in attendance and those viewing via social media.

Mayor Ogden 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 Deputy Mayor Steve Gallant that the agenda be approved as circulated.

4. ADOPTION OF THE MINUTES

It was moved by Councillor Jeff MacDonald and seconded by Deputy Mayor Steve Gallant that the regular monthly meeting minutes of November 13, 2024, be approved as circulated.

5. BUSINESS ARISING

Nil

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

Mayor Ogden gave an overview of his report as follows:

- Chaired the regular monthly meeting of Council, and the Committee of the Whole Council meeting
- Participated in two meetings of the Federation of Canadian Municipalities (FCM) Finance, Infrastructure and Transportation Committee, and in two meetings of the FCM Environmental Issues and Sustainable Development Committee, also participated in meetings of the FCM Rural Forum, and two meetings of the FCM Board of Directors
- Met with PEI Senators Mary Robinson, Percy Downe and Brian Francis to discuss municipal issues as part of FCM Advocacy Days in Ottawa. Also, met briefly with Prime Minister Trudeau and Housing Minister Fraser
- Along with CAO Crosby and Deputy CAO Pierce, met with MLAs Burrridge and Redmond
- Chaired a meeting of the Intergovernmental Affairs and Accountability Committee
- Participated in the Maritime Electric Sustainability Summit
- Honoured to attend the Cross Roads Rural Fire Company Awards Ceremony and to provide remarks on behalf of the Town
- Along with Council and several staff members, attended the flag-raising for Transgender Awareness Week
- Participated in a virtual meeting with the FCM Atlantic Caucus
- Attended the Mayflower Seniors Club holiday luncheon and brought greetings from the Town
- Recorded holiday greetings for local radio stations
- Enjoyed attending the annual volunteer social evening to thank volunteers for everything they do for our community
- Participated in a meeting of the Heritage Committee
- Participated in a public meeting to discuss short term rentals
- Enjoyed participating in the 'Tree Lighting Event' at the Michael Thomas Waterfront Park
- Attended the closing event for the Stratford Community School and brought greetings from the Town
- Enjoyed participating in the Immigrant and Refugee Support Association Awards Ceremony
- Attended an Engineers PEI event for Mayors and MLAs
- Participated in a meeting of the Federation of PEI Municipalities (FPEIM) Finance Committee and in a meeting of the FPEIM Board of Directors
- 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 reviewed the highlights of his report as follows:

- Attended a session put on by the province regarding coastal projects for municipalities
- Attended a meeting with the Deputy CAO and staff to discuss the community campus project
- Attended a meeting with representatives looking to develop a sporting facility on the community campus lands
- Chaired the bi-weekly department head meetings
- Attended a meeting regarding the 'Street Vendors Bylaw' engagement process
- Attended a meeting to discuss the future junior high school site plan and land requirements
- Attended the community campus fundraising launch at the Fox Meadows Golf Club
- Attended a meeting with planning staff regarding the potential development in the business park
- Attended a meeting with a representative of the Gray Group to discuss future development in the downtown core area
- Attended a meeting with developers regarding a new business in the Stratford Business Park
- Attended and participated in the monthly Town Council meeting
- Attended and participated in the regular monthly meeting of the Charlottetown and Area Transit Coordinating Committee
- Attended the flag raising ceremony at the Town Centre for 'Transgender Awareness Week'
- Attended and participated in the monthly meeting of the Safety Services Committee
- Chaired the bi-weekly department head meetings
- Attended a meeting with the director of infrastructure, Councillor Jody Jackson, and residents of Sunset Drive regarding sewer servicing for their property
- Attended the public meeting regarding the implementation of a Short Term Rental Accommodation Bylaw for the Town
- Attended the bi-monthly meeting with planning staff and infrastructure staff regarding the subdivision approval for the community campus lands
- Attended a meeting with the Mayor and Deputy Mayor to review the yearly performance evaluation
- Chaired the monthly meeting of the CAO department
- Attended a meeting with the Mayor, Deputy CAO, and MLA's Jill Burridge and Jenn Redmond to discuss Town projects and initiatives
- Attended a session put on by the province regarding PEI's flood hazard mapping
- Attended the monthly meeting of the Charlottetown and Area Development Corporation (CADC)
- Attended a meeting with staff to go over final preparations for the committee volunteer social
- Attended the annual CARI stakeholders meeting

- Participated in the HR coordinator/manager position interviews and we have selected a candidate who will start work on January 6, 2025.

In addition, organized meetings with staff, prepared comprehensive agendas, and materials for the various committee meetings to keep them up to date. Additionally, assessed infrastructure projects, reviewed planning-related matters, and effectively managed various HR related files. Also responded to emails and letters from residents, stakeholders, government officials, and other entities. The CAO noted that he is currently working on the Stratford Business Park file in preparation of the sale of the lots in phase III and possible further development within the community campus lands.

9. SAFETY SERVICES

a) Report

The report was included in the agenda package for Council to review. In Councillor Jackson's absence, Deputy Mayor Gallant gave an overview of the report. He noted that the committee met on November 18, 2024, and some of the items discussed were the no parking signs that are now installed on Bryer Jones Court and the electric transit busses. The province conducted a speed survey along the Keppoch Road and the report was reviewed by the committee.

Deputy Mayor Gallant noted that Stratford's first summary offence ticket for an unsightly premise was recently issued to a property owner due to ongoing complaints. It was noted that Council can authorize someone to enter the property to carry out the terms of the notice and charge the costs incurred to the property owner.

b) Street Lights

Nil

c) RCMP

The RCMP responded to nine vehicle collisions with five vehicles having reportable damage. Deputy Mayor Gallant noted that the total number of occurrences in November was 206 adding that in 2023 the total number was 202, and in 2022 the total number of occurrences was 149.

Constable McGrath reviewed the detailed occurrence report noting the number of crimes against persons, property crimes, traffic offences, and 'other' which covers items that do not fall under any of the above headings.

Councillor MacDonald noted that we are looking at three years of data (2022, 2023 and 2024) and the 2022 and 2023 numbers are fairly consistent, but then a very pronounced jump in 2024. Councillor MacDonald stated that he appreciates the fact that we have

added one more officer to our complement and that can explain more investigations on the road. He asked Constable McGrath if there was a noticeable increase in activity in the Town or is it because we have another RCMP officer present in the Town. Constable McGrath replied that the RCMP has taken a number of pro-active actions, but beyond that he can't provide any hard data. Councillor Cox stated that the population in the Town has risen and an increase in the population would contribute to an increase in the statistics.

Councillor Dowling took a moment to thank the Stratford RCMP for their high degree of community involvement.

d) Humane Society Report

The report for the month of November was included in the agenda package.

e) Transit

The report for the month of November was included in the agenda package.

The CAO stated that we have an order in for new electric busses that will arrive in 2026 and we also have diesel busses ordered that will arrive in 2025. He added that we plan on having the transit provider come to meet with staff to discuss some additional routes around the Town, and then he will have a presentation to show Council at a Committee of the Whole meeting. The CAO noted that we want to look at internal routes for Stratford. He noted that there is a meeting on December 12, 2024, and there is quite a large agenda to talk about some issues/items and to also discuss contract negotiations.

f) Cross Roads Fire Department

The report for the month of November was included in the agenda package.

10. RECREATION, CULTURE AND EVENTS

In Councillor Chandler's absence, Councillor Cox gave an overview of the report as follows:

Recreation, Culture, and Events – the committee did not meet in November.

Stratford Youth Centre and Council – the youth centre/youth council will be sponsoring a family for Christmas (single mom with four kids). They are using funds that were raised from the haunted trail and the holiday raffle. The holiday raffle sales will be continuing until December 16, 2024.

The youth centre currently has 75 active members. Registrations are closed but we are considering reopening for late registrations in January. The youth centre holiday party and awards gala will take place on December 21, 2024.

The youth centre drama club will be presenting their production of 'A Christmas Carol' on the weekend of December 13 – 15, 2024, at the Stratford Emergency Services building. They will have three shows during the weekend. Tickets will be 'book in advance' with a few available at the door. Admission is by donation.

Youth centre members helped volunteer at the Remembrance Day Ceremony, food drive, and 'Light up the Night' event in November. Twenty five youth members participated in the Light up the Night event. In the parade, youth members were on the youth centre float, with some members walking to handout candy canes, and assist Santa on the wagon. They also assisted in the Waterfront Park helping hand out cookies and hot chocolate.

The youth centre will be closing for the holidays on December 21, 2024, and will reopen on January 6, 2025.

Events – the Town hosted 'Light up the Night' on Friday, November 29, 2024, as a kick-off celebration for the holiday season. The event had great attendance for the Town of Stratford's first Santa Claus parade and tree lighting. Twenty four floats and walking groups participated in the parade down Glen Stewart Drive and the event received positive feedback on the quality of the floats, the horses and carriage, cookies, hot chocolate, and a special visit from Santa.

The Town developed a 'March of the Elves' for Thursday, December 19, 2024, from 1:00 p.m. – 2:00 p.m. at Andrews of Stratford. The Glen Stewart grade 2 choir, led by Lisa MacDonald and Elizabeth MacLean, and consisting of 50 – 60 students will dress in colourful clothing and be Santa's helpers as they pass out small presents and sing a few holiday songs for the seniors. This is a community event pairing children with seniors and giving children the opportunity to learn that sharing your time and talent is the best gift.

Artist/Instructor in Residence – the Artist in Residence – Long Term Care Senior Music Program was awarded to Olena Polyvach (singer) and Simon Wright (piano). The duo will perform at Andrews of Stratford for 12 weeks starting in January 2025. The Instructor in Residence – Glen Stewart Primary Enrichment Program for grade 1 students was awarded to Samantha Sambrooke (children's yoga instructor) who will give 30 minute yoga classes to grade 1 students from January to March 2025.

Mural Art – A Request for Proposals (RFP) was posted on the Town of Stratford's website for artists to submit proposals for Mural Art at various Town locations. The closing date is Monday, December 23, 2024.

Programs – winter 2025 program registration opened on December 1, 2024, with a special pickleball registration opening day on Monday, December 2, 2024, at 10:00 a.m. Pickleball

registration process was designed to allow for participants to enroll in a single program as a means of providing more playing opportunities to more people and to encourage those signed up for a particular time to participate as registered, to encourage large numbers at actual sessions. Should openings remain after two weeks, programs will be re-opened to allow participants to register for a second program. The goal is to be as inclusive as possible to as many aspiring pickleball players as possible.

Gymnasium – The gym continues to operate at full capacity. The Kid Hub Afterschool program has been a wonderful addition to the gym programming.

The fitness and walking track area has seen an average of 95 daily users and we anticipate this number to double with New Year's resolutions.

Holiday Lighting – Town residents and guests can see holiday lighting at the Waterfront Park, Cotton Park, community gardens, various streets, and intersections around the community.

Outdoor Rinks – Town staff is beginning the process of building outdoor rinks at Pondside Park and Bunbury Park. Once weather permits, the ice surfaces will be opened to the community. The rink located on the tennis courts at Pondside Park will be for leisurely skating while the other two ice surfaces within the community will be open for ringette and hockey.

Councillor Dowling noted that it is great to see the gymnasium used to its' full capacity. He also commented on the holiday lighting noting that there are also some decorations along the wooded trail.

Deputy Mayor Gallant would like to see something included in the budget each year to expand on the lighting in different neighborhoods of the Town.

11. FINANCE AND TECHNOLOGY

a) Report was included in the agenda package for Council to review. Councillor Dowling gave an overview of his report as follows:

- Utility disconnection notices were issued to 12 customers on November 18, 2024, with a disconnect date of November 21, 2024. One customer was disconnected
- Met with the Provincial Credit Union to review their electronic payment system for payables
- Attended the Short Term Rentals Accommodation presentation
- Attending meetings regarding lots in the community campus
- Interviewed candidates for the Human Resource Manager/Coordinator position
- Met with the Royal Bank to do our annual review

- Attended a virtual timecard presentation with Townsuite
- Prepared information for revenue sharing meetings
- Working on the forecast to year end
- Working on the budgets for 2025-26; and
- Staff continues to be busy with day to day tasks.

b) Financial Statements

Included in the agenda package for Council to review.

Mayor Ogden noted that in regard to revenue sharing – there was a report done by the Federation of Prince Edward Island Municipalities (FPEIM) which will form a basis for discussions with the province and hopefully we will get some answers. It is absolutely essential this year because it has been three years since we had an agreement.

12. PLANNING, DEVELOPMENT AND HERITAGE

a) Report was included in the agenda package for Council to review.

Councillor MacDonald took a moment to acknowledge that we are all wearing a purple ribbon in recognition of the tragedy that took place at École Polytechnique in Montreal.

b) Permit Summary was included in the agenda package for Council to review. Councillor MacDonald briefly reviewed the summary.

c) Resolution PH034-2024 – VA003-24 and SD021-24 – Joanne Driscoll – 70 Mount Herbert (PID 398412) – Subdivision with a Major Variance to the Minimum Lot Size within an Agricultural Reserve (A1) Zone

Moved by Councillor Jeff MacDonald

Seconded by Deputy Mayor Steve Gallant

WHEREAS an application (SD021-24) has been received from Joanne Driscoll to subdivide parcel number 398412, located at 70 Mount Herbert Road, into two (2) lots. The subject land, which is located within an Agricultural Reserve (A1) Zone, requires a Minimum Lot Size of 1 Acre (43,560 ft²). The purpose of the subdivision application to separate an existing dwelling from the agricultural land with a proposed lot area of only 0.55 acres, which represents a **45% variance** in size; and

WHEREAS pursuant to subsection 6.1.2. of the Zoning and Development Bylaw #45, Variance applications shall demonstrate one of several tests for justifying Variance approval. This application has been considered against the following tests:

- a) *the lot in question has peculiar conditions, including small Lot size, irregular Lot shape, or exceptional topographical conditions, which make it impractical to develop in strict conformity with Bylaw standards;*
- b) *strict application of all Bylaw standards would impose undue hardship on the Applicant by excluding the Applicant from the same rights and privileges for reasonable Use of his/her Lot as enjoyed by other persons in the same zone; and*

WHEREAS on November 5, 2024, in accordance with subsection 6.1.6. where a Variance in excess of ten percent (10%) is being requested, notification letters were sent to the thirty-five (35) property owners who own parcels of land, which are located in whole (or in part) within sixty-one metres (61 m) or two hundred feet (200 ft.) from any lot line of the parcel being proposed for the Variance. Only one (1) response letter was received before the comment deadline on November 22, 2024.

BE IT RESOLVED That approval be granted to an application from Joanne Driscoll to subdivide PID 398412 into 2 lots subject to the following:

1. That a Plan of Survey be prepared by a professional surveyor licensed to practice in Prince Edward Island showing the two (2) lots as per the Preliminary Plan for Lot 2024-1 as prepared by Mantha Land Surveys, DWG. No. M-24-292 Dated: September 24, 2024.
2. The minimum lot size for the proposed lot listed in Condition 1 has been granted a variance of 45% and must be a minimum of 0.55 acres.
3. That preliminary approval of the subdivision shall be valid for a period of 3 years.
4. That all other relevant provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw # 45, are met.
- 5.

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

Councillor MacDonald stated that Ms. Driscoll has a substantial portion of agricultural land that she is looking to remain on but will also be offering up the remainder of the land. Under our bylaw, the minimum lot size for an agricultural lot is one acre. Councillor MacDonald noted that the proposal keeps the balance of the land, not excluding the dwelling area, in good agricultural use and is consistent with our bylaw and our official plan.

Councillor MacDonald encouraged everyone to endorse the proposed subdivision despite that fact that it is a major variance that is proposed. It makes sense as to why Ms. Driscoll is looking to do what she is doing.

Question: **CARRIED**

d) **Resolution PH035-2024 – DP167-24 – JDLB Holdings – Special Permit Use – Stacked Semi-Detached Dwelling – 40 and 42 Smallwood Terrace – PID 1178060 – Public Meeting**

Moved by Councillor Jeff MacDonald

Seconded by Councillor Gordie Cox

WHEREAS application has been received from John Davidson, owner of JDLB Holdings, to construct a Stacked Semi-Detached Dwelling at 40 & 42 Smallwood Terrace (PID 1178060). Within the Medium Density Residential (R2) zone, Stacked Semi-Detached Dwellings are listed as a Special Permit Use, as per the recently adopted Zoning Bylaw Amendment Bylaw #45Q, and

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.

BE IT RESOLVED that a public meeting be held on a date/time to be determined by staff and the Planning, Development, and Heritage Committee 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, and Heritage Committee.

Councillor MacDonald stated that this matter has been before us on a number of occasions – first of all to consider a public meeting with respect to amending our Zoning and Development Bylaw to allow this request as a special permitted use. There was a public meeting and then it proceeded to first and second reading to amend our bylaw to allow this use. Council voted in favour of the special permitted use. This type of development has the opportunity of showing up in an R2 Zone, and Council, quite appropriately, wanted to have a certain degree of oversight into this type of proposed use - where it might go and what it might look like. Councillor MacDonald noted that the site plan and building plan are included in the agenda package. He reiterated that this resolution is just for a public meeting. He added that he is mindful of Council's comments as it relates to some of the matters that have been put to a public meeting. Councillor MacDonald stated that he has a fair degree of confidence that the proponent of this application is in good standing to discuss this matter.

Councillor Dowling stated that he does support the resolution in relation to this particular proposal. He noted that there was some discussion about enhancing the notification package to residents to include more comprehensive detail; thereby mitigating some of the questions that might arise from residents. He wondered if that is to be done as part of the bylaw review or is it something that is being ‘put into the works’ now. Councillor MacDonald replied that we have had those discussions and he called upon either the CAO or the director of planning to comment. The planning director Dale McKeigan noted that the department is fine tuning the current situation to add more detail of what we feel is necessary so it will be more comprehensive when needed.

Mayor Ogden reiterated that our current process invites adversity and an adversarial relationship between developers and local residents because they get surprised by a letter of notification. He added that until we get our official plan and bylaw amended, he would encourage developers to speak to residents as early as possible when things are being considered in their area. The planning director agreed noting that this is something that can be discussed with the developers, but he also added that we can’t force them to do it.

Question: **CARRIED**

e) Resolution PH036-2024 – A002-24 – General Text Amendments for Child Care Centres – Town of Stratford Zoning and Development Bylaw #45

Moved by Councillor Jeff MacDonald

Seconded by Councillor Gordie Cox

WHEREAS several text amendments have been identified to bring the Zoning and Development Bylaw #45 up to date with the Provincial *Early Learning and Child Care Act* and associated regulations; and

WHEREAS the text amendments propose to address provisions of the Bylaw pertaining to Child Care Centres as they relate to the Provincial *Early Learning and Child Care Act* and associated regulations when determining the number of spaces per Centre, and any housekeeping amendments identified during the amendment process; and

WHEREAS pursuant to Section 3.2.3. of the Zoning and Development Bylaw #45, “Council shall hold a public meeting to solicit input from residents on the proposed amendment request...”; and

BE IT RESOLVED that a public meeting be held to solicit input from residents for the proposed text amendments to bring the Zoning and Development Bylaw #45 (the Bylaw) up to date with the Provincial *Early Learning and Child Care Act* and associated regulations at a date to be determined by staff and the Planning and Heritage Committee.

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

Councillor MacDonald noted that planning staff prepared a general report and it is included in the agenda package which discusses why we are taking this on now. He noted that essentially, we are somewhat out of date with some of the Early Learning and Child Care Act and associated regulations. Councillor MacDonald stated that there is an urgent need for child care space in this jurisdiction, and we want to be sure not to get in the way of anyone who is duly licensed and permitted under provincial law to establish child care centres. Some of the child care centres will be in residential areas, and we want to get feedback from residents in the area where an in-home centre may be located. We would like to have as much of an open dialogue on these matters as we can.

Question: **CARRIED**

13. INFRASTRUCTURE

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

The infrastructure staff remain busy with the various stages of projects underway:

- Commissioning of the new water reservoir and preparation work required at the existing reservoir for upgrades and maintenance to occur
- Commissioning of the Corish lift station forcemain was completed resulting in flows now being directed to the trunk main thereby alleviating capacity at the Pondside lift station
- Coordinating upgrades to the trunk sewer main at the last leg of the system prior to entering the lift station at 10 Stratford Road
- Continued coordination with the consultant preparing the design for Reeves Estates watermain replacement and sewer lift station decommissioning, as well as the paved multi use trail along Glen Stewart Drive
- Final preparation of promotional and programming material and official launching of the sump pump redirection rebate program

- Two proposals were received in response to the RFP for design of the decommissioning of the Aptos sewage lift station and upgrades to the Zakem sewage lift station. The proposals are being reviewed and the project will be awarded this week.

Infrastructure staff has also been busy with the following:

- Repairing and deploying Christmas displays, and preparing for 'Light up the Night' required full dedication for most of the month
- Preparing for winter with installation of blowers on tractors, salt spreader and new blade on plow truck, and winter tires on vehicles
- Arranging for cleaning and inspections of furnaces and heat pumps at all buildings
- Installation of final pads for benches to be added along trails
- Watermain flushing and fire hydrant maintenance has been completed
- Gravity sewer flushing and lift station cleaning continues while the weather holds
- All sewer laterals requiring seasonal maintenance have been jetted and flushed
- Water meter removal and water turn-off at cottages and other seasonal premises continued throughout the month
- Water and sewer inspections, meter installations, and water turn-ons for new developments are ongoing; and
- Managing ongoing customer and resident inquiries and concerns.

During the month of November there was one sewer blockage that required the services of a contractor to excavate and repair a broken sewer lateral.

COMMITTEE OF THE WHOLE

a) Resolution CW012-2024 Capital Area Recreation Inc. (CARI) Board Appointment

Moved by Councillor Gordie Cox

Seconded by Councillor Jeff MacDonald

WHEREAS the Town of Stratford, through the agreement with the Capital Area Recreation Inc. (CARI), must appoint a representative to the Board of Directors of CARI, a not for profit company that was created to design, construct, and operate the regional aquatic facility; and

WHEREAS Kim O'Connell served as the Town's representative to the Board of Directors of CARI since 2021; and

WHEREAS the Town of Stratford is going to change our Town representative to Rachel Arsenault. With her recreation background she will be able to provide good information to the board and will be able to gain useful knowledge regarding operating our future wellness centre.

BE IT RESOLVED that Rachel Arsenault be appointed to the CARI Board for the year 2025 to represent the Town's interest on the Board.

Discussion: Councillor Cox thanked Kim O'Connell for all the great work she did on the CARI Board.

Question **CARRIED**

b) **Resolution CW013-2024 – Council Procedural Bylaw Amendments 47-C 1st Reading**

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Gordie Cox

WHEREAS Council has established the Council Procedural Bylaw, Bylaw #47, to provide for the appointment of residents and stakeholders by Council to provide public input to Council in its' deliberations; and

WHEREAS it is desirable to discontinue the Active Transportation Sub-Committee and have the work of this committee now be reflected in the infrastructure Committee, with use of Adhoc and one time community volunteers as required; and

WHEREAS it is desirable to discontinue the Arts and Culture Sub-Committee and have the work of this committee now be reflected in the Recreation, Culture, and Events Committee, with use of Adhoc and one time community volunteers as required.

BE IT RESOLVED that the attached Bylaw #47-C, a bylaw to amend the Council Procedural Bylaw, Bylaw #47, be hereby read and approved a first time.

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

Question: **CARRIED**

c) **Resolution CW015 – 2024 - Regularly Scheduled Council Meetings for 2025**

Moved by Councillor Ron Dowling

Seconded by Councillor Jeff MacDonald

WHEREAS the Town of Stratford must post an annual schedule of the regular monthly Council meetings; and

WHEREAS the date, time, and location of each meeting must be posted on the Town's website, on the notice Board within the Town Centre, and in the Stratford Newsletter.

BE IT RESOLVED that the date, time, and location of Regular Council Meetings will be held as follows:

DATE	TIME	LOCATION
• January 14, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• February 12, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• March 12, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• April 9, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• May 14, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• June 11, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• July 9, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• August 13, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• September 10, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• October 8, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• November 12, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE
• December 10, 2025	4:30 p.m.	234 Shakespeare Drive, Stratford, PE

Discussion: It was noted that January 8th will not allow enough time for staff to prepare for the Council meeting, so a friendly amendment was put forward to change the January date **to January 14, 2025.**

Question: **CARRIED**

14. SUSTAINABILITY COMMITTEE

a) Report was included in the agenda package for Council to review. Councillor Cox reviewed the report as follows:

- Staff has been busy wrapping up this year's projects and planning ahead for next year. This includes applying for funding to various programs such as Tree Canada, Trans Canada Trails, and various wage funding initiatives. Staff is also working on funding applications for a feasibility study to explore the potential for a net-zero campus and a microgrid project
- Last month staff participated in Tree Canada's Canadian Urban Forest Network workshop, gaining valuable insights into expanding and improving tree populations, addressing equity in urban forestry, and enhancing management strategies for green spaces

- The Town's annual business survey has been open for the past couple of weeks with an opportunity for members of the business community in Stratford to share their thoughts, opinions, and ideas with the Town. The survey will be closing in the near future and business managers and owners are encouraged to complete the survey
- Staff is exploring a new Think Stratford media campaign for the new year to continue to help promote and raise the profile of local businesses
- As committee terms change and a new term begins staff is preparing to update and orient the new committee members in the new year. This opportunity is always an exciting one as new voices and ideas come forward to mix with those returning committee members. We would like to express our appreciation for members of the Sustainability and Diversity and Inclusion Committee over the past two year term; and
- The Diversity and Inclusion Sub-Committee continues to focus on the Town's anniversary project which is a legacy book for the upcoming 30th Anniversary of the Town and will feature the stories of 30 residents recorded and written by 30 youth as an intergenerational project. As interviews and writing are now underway, it is a last call for nominations with a particular need for youth participants if the Town is going to meet the expectation of completing 30 interviews. Please visit the Town's website to sign up to participate.

15. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY

Report was included in the agenda package for Council to review. Mayor Ogden noted that the committee met on November 21, 2024, and some of the discussion revolved around the housing accelerator funding. He noted that we are looking for contingency plans for what should happen if the government changes in the future, and what our position would be as a Town. Also, what the impact will be on some of the initiatives we have underway.

Mayor Ogden noted that the committee also discussed the community campus funding application, and the fundraising update. We also received input from the committee members on some things we should consider as part of the fundraising, and as part of the funding application and strategies for getting funding. The committee was also updated on the revenue sharing file and had a discussion on the 2025 resident survey which will be going out at the end of February or early March 2025. Another item discussed was the budget process which will be starting very soon.

Community and business engagement manager Wendy Watts stated that we did proceed,

based on the feedback received, regarding the plan for our 'Town Talk' newsletter. We reduced the quantity that we ordered due to the Canada Post strike. However, we will have some at the library, at the Town Centre, and some at the senior homes, but we will also be promoting the digital version of the newsletter.

Mayor Ogden noted that on the accountability side, the key performance indicators (KPI's) are now reflected on our website. Both residents and Councillors are invited to have a look at the KPI's on the website.

Councillor Cox noted that a resident called him about his neighbours unsightly property and he asked who he should speak to about the issue. Infrastructure director Jeannie Woodard replied that Joe Driscoll went out and had a look at Dale Drive. She stated that normally the process would be to have our bylaw enforcement officer address any of our complaints. The bylaw enforcement officer would look to see if there is a violation according to the bylaw. However, this is the time of year when we don't have the bylaw enforcement officer, but Joe Driscoll does a great job looking after these things for us. Joe did identify two packages of flyers that were in the ditch and a couple of coffee cups and he cleaned up those items. Jeannie noted that if any councillor gets a call or letter regarding an issue to please forward it on to her and added that residents can also call in themselves.

Deputy Mayor Gallant would like to see a full time bylaw enforcement officer as it would help with some of these problems. He suggested a peace officer or someone with police training would be best. The CAO stated that our Unsightly Premises Bylaw has the enforcement rules that we need and we do have a ticketing process. He added that having a full time bylaw officer would be excellent as well. The CAO stated that if a resident does not comply with a cleanup order, the Town goes in and does the cleanup and bills the resident.

16. HUMAN RESOURCES

- a) No Report

17. INQUIRIES BY MEMBERS OF COUNCIL

Nil

18. OTHER COMMITTEES

- a) **Stratford Senior's Complex**

Deputy Mayor Gallant gave an update on the Stratford Senior's Complex as follows:

- The draft building assessment report from Coles was received and the information is being reviewed
- We are building a spreadsheet based on the building assessment report to help guide the maintenance and capital project that need to be completed over the next five to seven years

- The budget for 2025 was approved by Council and submitted to the Canada Mortgage and Housing Corporation (CMHC)
- Both vacant units have been rented
- We have requested that Wendy post notices on social media in order to get some additional applications on file
- We are currently reviewing the new information to extend our expiring agreement with CMHC
- We are waiting for the annual inspection on the generator to be completed; and
- There are currently 26 people on the waiting list.

Councillor Dowling asked if there was any discussions with the province for provincially funded housing for seniors in Stratford, and the CAO replied that there has been some discussion with our MLA's regarding seniors housing, but we haven't seen any real movement on the issue.

19. APPOINTMENTS TO THE COMMITTEE

a) Resolution CW014-2024 Committee Member Appointments

Moved by Councillor Jeff MacDonald

Seconded by Councillor Gordie Cox

WHEREAS Council has established a number of Standing Committees and Sub-committees in the Council Procedural Bylaw, Bylaw #47, to advise and assist Council in its deliberations; and

WHEREAS the Bylaw provides for the appointment of residents and stakeholders by Council to provide public input to Council in its deliberations.

BE IT RESOLVED that the following residents and stakeholders be appointed to the Standing Committees and Sub-committees for a two-year term ending on November 30, 2026, as follows:

Finance and Technology

Anthony Aucoin
 Denis Bergevin
 Les Parsons
 Roger MacDonald
 Lynn Randall

Infrastructure

Alex Dalziel
 Kim Dudley
 Michael Fleischmann
 Malcolm MacKenzie
 Nicole Phillips

Intergovernmental Affairs & Accountability

Colleen Brown
 Jeffrey Collins
 Brett van Heyningen

Planning, Development & Heritage

Alexandra Boyd
 Jordan Cameron
 Danny Neuffer

John Walker
Farzana Yeasmin

Alex O'Hara
Adam Ramsay

Recreation, Culture and Events

Elizabeth DeBlois
Beth Grant
Shawn MacDougall
Kate Sharpley
Josh Whitty

Safety Services

Kate Davidson
Kent MacDonald
Wilfred MacDonald
Melanie McCarthy
Jordan Thibault

Sustainability

Angela Banks
Dawn Binns
Andrew Doyle
Devendra Dusane
Christina MacLeod

Diversity & Inclusion Sub-Committee

Shamara Baidooobonso
Noelle Duncan
Tanju Fernando
Ismail Hakki Iscioglu
Rebecca Mok
Farahnaz Rezaei
Gary Schoenfeldt

Discussion: This resolution bears the recommendation of Council. Councillor Dowling stated that we are very fortunate to have residents sit on our committees.

Question : **CARRIED**

20. PROCLAMATIONS

Mayor Ogden noted that the 'Purple Ribbon Campaign Against Violence Week' started on December 6, 1989, following the massacre that occurred at the École Polytechnique in Montreal. He noted that there are a number of entities in PEI where people can turn if they find themselves in need such as the PEI Family Violence Prevention Services, the Chief Mary Bernard Memorial Women's Shelter, Victim Services in Charlottetown and Summerside, the PEI Rape and Sexual Assault Centre, and the Premier's Action Committee on Family Violence Prevention. Mayor Ogden noted that there is also a 211 Information Referral Service. He added that if anyone is in immediate danger they should always call 911 for assistance.

21. OTHER BUSINESS

Mayor Ogden read aloud the changes to the chairs and vice-chairs of each committee for a two year term (2025-2026) as follows:

- Finance and Technology Committee – Chair Councillor Jody Jackson, Vice-Chair Councillor Jeff MacDonald
- Infrastructure Committee – Chair Deputy Mayor Steve Gallant, Vice-Chair Councillor Jody Jackson
- Intergovernmental Affairs and Accountability Committee – Chair Councillor Jill Chandler, Vice-Chair Mayor Steve Ogden

- Planning, Development, and Heritage Committee – Chair Councillor Jeff MacDonald, Vice-Chair Councillor Ron Dowling
- Recreation Committee – Chair Councillor Gordie Cox, Vice-Chair Jill Chandler
- Safety Services Committee – Chair Councillor Ron Dowling, Vice-Chair Deputy Mayor Steve Gallant
- Sustainability Committee – Chair Jill Chander, Vice-Chair Councillor Gordie Cox
- Stratford Seniors Committee – Chair Deputy Mayor Steve Gallant

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:25 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO