

REGULAR COUNCIL MEETING
Approved Minutes

DATE: February 12, 2025
TIME: 4:30 p.m. – 6:55 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Gordie Cox (via Zoom) Jody Jackson; Jill Chandler; Jeff MacDonald; Ron Dowling; Jeremy Crosby, CAO; Jeremy Pierce, Deputy CAO and Recreation Director; Dale McKeigan, Director of Planning Development, and Heritage; Phil Rough, Town Planner; 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: Nil

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 Jill Chandler and seconded by Deputy Mayor Steve Gallant that the agenda be approved as circulated.

4. ADOPTION OF THE MINUTES

It was moved by Councillor Jody Jackson and seconded by Councillor Jill Chandler that the regular monthly meeting minutes of January 14, 2025, be approved as circulated.

It was moved by Councillor Jeff MacDonald and seconded by Councillor Jody Jackson that the public meeting minutes of January 29, 2025, 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 Committee of the Whole
- Participated in meetings of the Planning and Heritage Committee, Diversity and Inclusion Committee, Finance and Technology Committee, Infrastructure Committee, Intergovernmental Affairs Committee, Safety Services Committee, and the Seniors Committee
- Attended Winter Fest at the Town Centre
- Along with CAO Crosby – met with MLA's Burrridge and Redmond
- Honoured to attend three Lunar New Year events (two hosted by the Chinese community and one hosted by the Vietnamese community) and to provide remarks on behalf of the Town
- Enjoyed attending the 90th birthday party for longtime Town resident Percy Foy
- Participated in 'World Religion Day' hosted by Stratford at the Stratford Emergency Services Centre (SESC)
- Together with several Councillors and Town staff, attended the Greater Charlottetown Chamber of Commerce (GCCC) Business Awards Dinner where two Stratford businesses received awards – Leading Edge Homes and Just Joe's
- Had the honour of presenting medals at the Atlantic Gymnastics competition in Charlottetown
- Attended and spoke at the Rotary breakfast meeting
- Attended a budget meeting with Council and the management team to work on the 2025/26 budget
- Participated in a flag raising ceremony to mark 'Black History Month' to recognize the achievements and contributions of the black community
- 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 his report as follows:

- Attended a meeting with the director of finance and members of the City of Charlottetown's senior staff to discuss our future wastewater treatment rates

- Attended a meeting with the Deputy CAO and members of Island Gymnastics to discuss the potential to be part of the community campus health and wellness facility
- Attended a budget meeting with senior staff to discuss the Town's operating budget for the fiscal year 2025/2026
- Attended a meeting with planning staff and the consultant Upland to review the potential re-zoning of the commercial areas along the waterfront
- Along with the Deputy CAO attended a meeting with a group looking to be part of the community campus development
- Attended and participated in the monthly Town Council meeting
- Attended and participated in the monthly Finance and Technology Committee meeting
- Attended a meeting with the deputy CAO and a group looking to set up a pickleball facility on the community campus
- Attended a meeting with the Deputy CAO to discuss potential funding contributions from a business group for the community campus
- Chaired the bi-weekly department head meetings for the month of January
- Attended a meeting with the CAO's of Charlottetown, Cornwall, and the transit provider to discuss potential changes to the transit operating agreement
- Attended and participated in the monthly Safety Services Committee meeting
- Attended a meeting with representatives from the Stratford Chapter of Meals on Wheels to discuss assisting them with mail service
- Chaired the monthly staff meeting
- Attended a meeting with the director of finance to discuss the revenue sharing agreement
- Attended the Annual Charlottetown and Area Chamber of Commerce President's Excellent Awards. It was great to see two Stratford businesses win an award. Congratulations to Just Joe's Automotive and the Leading Edge Group
- Attended and participated in the regular monthly meeting of the Charlottetown and Area Transit Coordinating Committee
- Attended a meeting with a company looking to expand their business into the new phase of the business park
- Attended a meeting with the Deputy CAO and representatives from the federal government to discuss our funding application for the health and wellness facility in the community campus
- Attended a meeting with the director of operations with the Gray Group to discuss upcoming projects in 2025/26
- Attended the monthly meeting of the Charlottetown and Area Development Corporation (CADC)
- Attended a meeting with the mayor and the community and business engagement manager regarding a speaking engagement at the Rotary Club of Charlottetown

- Attended a meeting with senior staff to discuss the five year capital budget plan
- Attended a meeting with the mayor and our solicitor to sign the deeds for the land in the community campus and phase III of the business park
- Attended and participated in the monthly Committee of the Whole meeting
- Attended the public meeting to hear input regarding special permitted use for a stacked semi-detached dwelling, and text amendments for childcare centres
- Attended a meeting with the Deputy CAO and the community and business engagement manager to discuss several Town initiatives; and
- Met with the director of finance to discuss the progress of the Town budget.

In addition, organized meetings with staff, prepared comprehensive agendas, and relevant materials for the various committee meetings to keep them up to date. I have also assessed infrastructure projects, reviewed planning related matters, and effectively managed various HR-related files. Additionally, I 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 for the potential sale of the lots in the third phase, and possible further development within the community campus lands.

9. SAFETY SERVICES

a) Report

Report was included in the agenda package for Council to review. Councillor Dowling noted that the committee held their first meeting of the new year on January 20, 2025. One item that was discussed was a concern raised by a school bus driver regarding cars passing stopped school busses when children are getting off and on the bus, and that complaint was passed on to the RCMP.

b) Street Lights

Another item of discussion was street light requests. One request was for a light on Browns Drive and one was for a light on Irving Avenue and both lights have been installed.

Councillor MacDonald noted that he saw on the news that they may be putting cameras back on school busses and he asked if the issue had been discussed at the meeting. Councillor Dowling replied that it was discussed in general before it was mentioned on the news. The committee discussed the viability of cameras in relation to the complaint we received, but it is a provincial issue. He added that a few days after the meeting the article came out on CBC stating that they are reinstituting cameras on the busses. Councillor Dowling stated that they used to have cameras on busses, but they were having difficulty with such things as grime on the lenses and this impeded what the driver was able to see. He thought that they may have some new technology now, and he understands that the province does plan to install cameras on the busses again.

Deputy Mayor Gallant stated that there was also a great E-Watch meeting and we are just starting to roll out the program. He added that we are trying to get the business community involved as well.

c) RCMP

Mayor Ogden asked about the two incidents under the Dog Act and Corporal Weatherbie replied that basically the issue is going to animal control. He noted that it is a bit of a balancing act between the RCMP and animal control, but they seem to be taking the lead on the issue. However, if they need any further assistance from the RCMP there will be a consultation.

Councillor Dowling stated that there were 14 motor vehicle collisions and eight had reportable damage. He added that there were 190 traffic related offences – five of which were for impaired.

Corporal Weatherbie noted that there were 328 occurrences in January and 61 percent of those calls were traffic related. He added that their priority is highway safety, and they continue to regularly patrol the school zones.

Corporal Weatherbie stated that 41 summary offence tickets were issued, and 100 warning violation tickets were issued.

Corporal Weatherbie stated that there were five occurrences of people passing stopped school busses with their stop sign out and their lights flashing. However, when the statistics for the entire school year were reviewed, it turned out that there were two independent complaints of one of the occurrences, so actually there were four instances for the school year. He noted that there was one charged and one driving review sent in. He stated that if the vehicle in question can't be identified by the license plate, and if we can't immediately intercept the vehicle then there is insufficient evidence to lay a charge. Corporal Weatherbie added that he was in touch with the individual who forwarded the concerns in regard to this issue. The individual also had a complaint regarding cell phone use while driving and Corporal Weatherbie stated that is why the RCMP is out there to continue with enforcement. He added that he doesn't see it as an overall major problem in Stratford but added that there is zero tolerance in regard to these violations.

Corporal Weatherbie introduced Sgt. Travis Gallant who is the new operations sergeant for Queens District, and he has an extensive policing background and is originally from PEI. Mayor Ogden welcomed Sgt. Gallant and thanked both he and Corporal Weatherbie for everything they do to keep the Town safe.

Corporal Weatherbie advised that he has accepted a position at headquarters starting on March 3, 2025, under the federal section. He noted that Corporal Matt Paynter has been selected as his replacement, and he will bring him to the Safety Services Committee meeting to introduce him to the committee members. Everyone took a moment to thank Corporal Weatherbie for everything he has done for Stratford and wished him well in his new position.

d) Humane Society Report

The report was included in the agenda package. Councillor Dowling briefly reviewed the report noting that the calls are largely reactive.

e) Cross Roads Fire Department

The report for the month of January 2025 was included in the agenda package. It was noted that there were 32 callouts in January. Councillor Dowling stated that he attended a board meeting on February 10, 2025, and the board is exploring ways to finance a new ladder truck which will be needed in the next couple of years. They are exploring options of a new or used (within certain parameters) ladder truck as it will become an absolute necessity, and they are continuing to correspond with the province. Deputy Mayor Gallant stated that he agrees that a ladder truck will be needed with additional buildings being built that are multiple stories high.

10. RECREATION, CULTURE AND EVENTS

Councillor Gordie Cox gave an overview of his report as follows:

Recreation, Culture, and Events – the newly formed committee met for the first time on January 23, 2025. Agenda topics included program updates (recreation, arts and culture, and youth centre), as well as updates on the community campus. There was also an initial discussion on the recreation department, the Waterfront Park, Canada Day, and other events, as well as winter programming.

Stratford Youth Centre and Youth Council – the youth centre has more than 50 youth volunteers signed up to help out with Winter Fest Events over the next two weeks. The youth centre leadership club will be hosting two full days of flea markets for Winter Fest – Saturday, February 15 and Sunday, February 16 at the Town Centre. The public can rent a table for \$10 per table per day and admission is two dollars per person. This is a fundraiser for the summer youth centre leadership trips.

The youth centre will be hosting their annual Walkathon Event on March 7, and 8, 2025, and they have already started collecting donations. The youth centre will be entering three teams in the Bowl for Kids' Sake in March. They have raised \$1000 for the organization.

Events – Stratford Winter Fest is scheduled for February 8 – 16 at the Stratford Town Centre. A variety of children oriented events and activities will be offered on February 8, 2025, including the annual ‘Fun Fair’ (inflatables, face painting, and balloon twisting), family skate at the Bunbury Rink, treasure hunt, arts and crafts, costume characters, sensory and reading room, bunny trails pet ranch, the music man, pop up dance class, and the juggler’s busker.

The second weekend of Winter Fest serves as a youth centre fundraiser with the highly in demand two day flea market.

Programs – Work has started on the spring/summer program schedule and full details will be announced in March. Current programs being offered include the following:

Active aging fitness class 55+years of age	Gardening workshops
Irish felt fairy	Tropical plant workshop
The art of Hena	Pickleball
Co-ed basketball	Co-ed Volleyball
Tennis	Badminton

Mural Art - LALA and ABSEN have been awarded the work for ‘mural art’ on the Cotton Park barn, Pondside Park, and the waterfront utility building. Work is scheduled to be completed in 2025.

Poppy Project – The Town has started a new Remembrance Day initiative – the ‘Poppy Project.’ Scheduled to launch on February 17, 2025, the Poppy Project has a goal to develop 4000 poppies to be knitted/crocheted by residents through weekly workshops. The poppy’s will then be joined on a large blanket and be displayed at future Remembrance Day events.

Gymnasium – New Year’s resolutions have kicked in with the Stratford fitness centre seeing 123 guests on a daily basis and the Town recreation programs are operating at near capacity resulting in the gym being programmed from open to close on most days.

Outdoor Rinks – The Bunbury and Pondside rinks have been enjoying consistently cold weather since early January. It has been a noticeable difference from the previous two winters. By all accounts, all three Stratford rinks are well utilized on a daily basis.

Councillor MacDonald asked when the Pickleball Group will be opening their doors and the Deputy CAO replied that optimistically they are looking at October to be a starting point, but they do have some contingencies for delays.

11. FINANCE AND TECHNOLOGY

- a) Report was included in the agenda package for Council to review. Councillor Jackson noted that the committee held their first meeting on January 15, 2025, and he reviewed his report as follows:

- Utility bills have been issued and the due date for payment is February 18, 2025
- Letters are being sent out to vendors to advise them that we are changing to an electronic payment system for our payables
- Attended a meeting for potential funding for the community campus
- Attended a meeting with provincial representatives on revenue sharing
- Department managers met during January to draft the Town and Utility operating and capital budgets
- Staff within the department are training to learn new positions to cover when staff are out of the office
- Met with Council to review the draft Town operating budget
- Prepared year end payroll information for T4's
- Submitted government claims for funding to the Investing in Canada Infrastructure Program (ICIP); and
- Staff continues to be busy with day to day tasks.

- b) Financial Statements

Included in the agenda package for Council to review.

12. PLANNING, DEVELOPMENT AND HERITAGE

- a) Report was included in the agenda package for Council to review. Councillor MacDonald thanked Councillor Dowling for chairing the meeting for him.

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

- c) **Resolution PH001-2025-DP167-24 – JDLB Holdings – Special Permit Stacked Semi Detached Dwelling - Decision**

Moved by Councillor Jeff MacDonald

Seconded by Deputy Mayor Steve Gallant

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.

WHEREAS a public meeting was held on January 29, 2025, at 7:00 p.m. with five (5) residents in attendance. This public meeting was live streamed on the Town's Facebook and YouTube pages and residents were given until 12:00 p.m. (noon) on January 31, 2025, to submit their comments; and

WHEREAS planning staff received verbal comments from one resident and no written comments were received.

BE IT RESOLVED that Council shall Grant approval to the Special Permit application DP167-24 from JDLB Holdings to construct a 4 unit Stacked Semi-Detached Dwelling located at 40 and 42 Smallwood Terrace (PID 1178060), subject to the following:

1. A detailed site plan, with proposed drainage, showing the information required under Section 7.3.5 of the Zoning Bylaw.
2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
3. Prior to the issuance of the occupancy permit for the new dwelling, a final grading plan must be submitted and approved by the Town of Stratford; and
4. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

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

Councillor MacDonald noted that Council is somewhat familiar with the resolution as it came before Council calling for a public meeting. With the aid of the overhead Councillor MacDonald noted that it might be a bit difficult to see on the survey, but essentially it is a corner lot that goes around a curve on Smallwood Terrace which makes it somewhat of a unique property. What you will see to the north and east are the two driveways for the development in question, with the stacked townhouse sitting back from the corner of the property still keeping in line with the required setbacks.

Councillor MacDonald stated that the planning staff and the Planning Committee took into account the parking requirements and there are two parking spaces per unit. The unique nature of the corner lot allowed them to put in two separate driveways.

Councillor MacDonald noted that this development began as a classic two unit semi-detached dwelling, but there were some changes in our zoning bylaws to allow for stacked town houses which is similar to a stacked town home though somewhat different in terms of the requirements for setbacks and requirements for minimum lot size, unit size, as well as parking. It would fit somewhere in between density in terms of a traditional semi-detached and a stacked town home. We wanted to make sure that it had its place in the Town in the right areas.

Councillor MacDonald stated that he does agree with Council's decision that any proposed use for this type of dwelling would be subject to a special permitted use. This allows for a closer look to make sure that any type of development such as this one fits within the proposed neighbourhood. Councillor MacDonald stated that we did receive one verbal comment and there was a concern from a citizen about the fact that the foundation had already gone in for this development prior to the issuance of a special permitted use by Council. He noted that it is a concern but noted for the record that there was nothing untoward about it, as a foundation permit had already been granted. The view was that the foundation could have been used toward a traditional semi detached building, as well as this proposed four unit.

Councillor MacDonald also noted that the proposed development has already begun some framing with respect to their materials on that site. He noted that he did have a conversation with the applicant about this issue and he indicated that the framing would go irrespective of whether it is a stacked semi detached or a traditional semi detached. Councillor MacDonald indicated to the applicant that can cause the community to lose confidence in the planning process; so it is important that this information be adequately communicated. It is absolutely crucial that our citizens, as well as the general public have confidence in our planning process. Councillor MacDonald also stated that it is our desire as a Council, to see that any type of development that comes to our Town is successful, but it can only be truly successful if we have buy-in from the public.

Councillor MacDonald felt that this development is a good first test use for stacked semi detached dwellings.

Councillor Dowling stated that this is a bit of an innovative design, and he is in favour of the resolution. As we follow through with our official plan, he felt that we will see a lot more opportunities for densification and innovation. Councillor Dowling stated that the key for the special use is that it is consistent with the character of the neighbourhood. He added that every time we entertain a special permit use in instances where it fits within the neighbourhood, it is an opportunity to increase densification.

Deputy Mayor Gallant stated that he is in favour of it as it is purely residential.

Question: **CARRIED**

d) Resolution PH002-2025 – A002-24 - Zoning and Development Bylaw #45 Child Care Numbers Text Amendments – 1st Reading

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jody Jackson

WHEREAS several text amendments have been identified to bring the Zoning and Development Bylaw #45 into conformance with the Provincial *Early Learning and Child Care Act* and associated regulations. The amendments propose to refer to the Provincial *Early Learning and Child Care Act* and regulations when determining the number of children permitted per Child Care Centre to allow for a dynamic Bylaw, reducing the need for future amendments; 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 two (2) separate editions (January 18 and January 21, 2025), notification letters were sent to licensed Child Care Centre operators within the Town, and notice of the public meeting was also posted on the Town's Facebook and YouTube page; and

WHEREAS a public meeting was held on January 29, 2025, at 7:00 p.m. with one Child Care Centre operator in attendance. This public meeting was live streamed on the Town's Facebook and YouTube and residents were given until 12:00 p.m. (noon) on January 31, 2025, to submit their comments; and

WHEREAS planning staff received no written comments from residents or Child Care Centre operators.

BE IT RESOLVED that Bylaw #45-R, 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.

Using the Power Point Presentation that was provided by the planning staff during the public meeting, Councillor MacDonald, referred to slide five – Proposed Amendments and Definitions, and explained that we are looking at our home based child care providers as well as our licensed centres. He noted that he is focusing on the home based child care centre and the current definition states: *means any secondary use where the occupant provides care and supervision for up to eight (8) children as regulated in the Child Care Facilities Act R.S.P.E.I. 1988, CAP, C-5 and amendments thereto.* These are our traditional home based child care centres which may exist in R1 or R2 and potentially in an R3 zone – which is basically a secondary use, and it is currently limited to eight children.

It was noted that under our proposed definition it still has the limitation of eight children. Councillor MacDonald stated that his first thought is that these are secondary uses to residential dwellings and our focus is to make sure that the residential character is maintained in residential neighbourhoods. We don't necessarily want a licensed centre in the middle of a residential area without careful planning and consideration. He added that everyone is aware that child care is a desperately required service in our community as spaces are in short supply. Councillor MacDonald noted that it is something to think about and this is just the first reading. He noted that his suggestion is to have a family home centre and eliminate any language in our bylaw limiting the number of children to eight, and leave it up to the province to regulate, as it is a provincial regulation.

Councillor MacDonald referred to slide six; he noted that in our proposed definition it removes the limit of children, and this is what he would personally like to see for our family run centres. He would like to let the province take charge and allow the flexibility. If the province recognizes that there is a need, and it is not going to have any adverse impacts in neighbourhoods, we allow the province to make the decision. Councillor

MacDonald noted that there is a balance between maintaining the residential character of the neighbourhoods with the requirements for child care spaces. He added that this is just the first reading, and it will be going back to the Planning Committee to incorporate any comments of Council.

Councillor Chandler stated that her children have gone to both a licensed child care centre and home care, and she had never considered that the child care provider from the home care would be licensed. She asked if there was oversight in place that anyone potentially running a home based child care centre is absolutely licensed. Councillor MacDonald replied that according to provincial legislation they are supposed to be licensed. Technically under the law if you are caring for children and providing consistent service where you might be providing meals and things of that nature you should be regulated and licensed under the provincial legislation.

Councillor Chandler stated that if we were to lift the number of eight children, the province would need to oversee that there would be the appropriate ratio of caregivers to children. Councillor MacDonald stated that there are limits under the Provincial Act and he will check into it to confirm and bring the information back.

The planning director asked if we are removing the ceiling for the number of children – are we as a Town still going to accept the application, process it, and ask for the province to make the determination. He noted that he is looking at it from a compatibility perspective. If the province has sole responsibility for the application and the decision, it doesn't give the Town much opportunity for input regarding compatibility and safety – just a point of discussion. Councillor MacDonald replied that he absolutely thinks so because he felt we unquestionably would still need to have some oversight. He agreed it was a good item for discussion for planning board and even at staff level to see if there is some way to make sure that we are not getting in the province's way but also keeping our jurisdiction on planning.

Councillor Dowling wondered if there could be something along the lines of a special permit use in relation to compatibility with the neighbourhood. He added that he appreciates that there is no greater sound in the community than children, but it also could impact a residential area by way of traffic if the numbers were to get too high. He felt that we would need to maintain some capability to put a cap on particular homes, especially within certain neighbourhoods depending on the character of the neighbourhood.

Councillor Dowling stated that we often have things imposed upon us as a community from other orders of government, and he is 'big' about maintaining our own autonomy and our own capability to make our planning decisions on any aspect of the community. He felt that it is important that we don't give up any more than we need to. He added that he wouldn't want the province to make a determination that any particular resident in the community could have any specific number higher than what has traditionally been the case. Councillor Dowling stated that the number we have now is fairly well accepted within the community. We certainly do need additional spaces, and he is aware that the province is working diligently to fund daycares – in particular larger daycares that can have up to 80 children.

Mayor Ogden stated that we will get input from Council and staff on the issue. He noted that there was a public meeting on this and only one person attended, and their concern was that moving from unlicensed to licensed might reduce the number of child care spaces that are available in our community if there is a crackdown on unlicensed centres.

Deputy Mayor Gallant stated that now with the \$10 a day daycare, you want to have a qualified trained person looking after your child.

Councillor MacDonald stated that we will go back to staff and planning board to see what we can come up with and bring it back to Council.

Question: **CARRIED**

e) Resolution PH003-2025 Street Vendors Bylaw – Public Meeting

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jill Chandler

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

WHEREAS pursuant to the Provincial Planning Act and Section 3 of the Town of Stratford Zoning and Development Bylaw #45, Council must hold a Public Meeting to receive comments from the public on the proposed bylaw; and

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 Town to present the proposed new Bylaw to residents and to obtain their input.

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

Councillor MacDonald stated that this resolution is for a public meeting to determine our draft Street Vendors Bylaw and as noted in the resolution was considered in the first instance by the Committee of the Whole being new legislation, as well as by the Planning, Development, and Heritage Committee. It is a fairly comprehensive document, and he commended Town staff, as well as our contractors for the preparation of the draft.

Councillor Dowling stated that he hopes the meeting will be well attended.

Question: **CARRIED**

f) **Resolution PH004-2025 – SD003-25 Concord Properties Ltd. – Kelly Heights Phase 3 Revision Incl. Stacks – Public Meeting**

Moved by Councillor Jeff MacDonald

Seconded by Councillor Ron Dowling

WHEREAS An application has been received from Concord Properties Ltd. to revise the third phase of the existing approved subdivision, known as Kelly Heights, 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 Lots 90, 96, 97, 103, 107 and 108 are being proposed for Stacked Semi-Detached Dwellings, which is a Special Permit Use in the R2 Zone; and

WHEREAS pursuant to sections 8.16.1(d) and (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 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 he is in favour of a public meeting. He noted that this was not completely anticipated, but it was certainly something that was on the minds of the planning staff and the planning board. When this type of use was inserted into our bylaw we were certain that there would be some interest in it. Councillor MacDonald noted that it would be an attractive way to increase some density in a way that maintains curb appeal, as well as minimal addition to construction costs. What we are seeing with this proposal is an appetite for this type of development from a developer's perspective whether or not there is an appetite from the community's perspective, and he felt that is why we require a public meeting.

Councillor Jackson asked how far the notification of residents goes and the planning director replied that the projection for the lots will be different for each one. He noted that it is hard to get a uniform radius around the stagger of lots. Mayor Ogden added that the notifications were done according to our policy and the planning director agreed. The planning director stated that we are going to try and be efficient with the public meeting and try to put this item and the street vendors item on the agenda and we are looking at sometime in early March for the meeting. Councillor Jackson stated that after planning board and staff look at the issue, he would like it to go to the Committee of the Whole meeting to update Council on any changes.

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 tender package for the Glen Stewart Drive multi-use paved trail will be advertised this week. This project is to replace the concrete sidewalk bottleneck along Glen Stewart Drive with a paved trail and the work will begin in July.

Design work continues on both the Aptos sewer lift station decommissioning project and the Reeves Estates water distribution replacement project. Tender packages for both will be complete by the end of the month. Funding is required before these projects can proceed to construction. Funding programs have been identified, and applications will be submitted when an intake is called. Staff remains involved with review and coordination with the consultants to keep these design projects moving forward.

The sump pump redirection rebate program continues to be successful with 35 properties registered to date. This represents approximately half of our desired goals. As there is still funding available, we encourage all who have a sump pump connected to the sewer system to contact the Town for more information on the program. The program will continue to run until all the funds have been depleted.

Infrastructure staff has also been busy with the following:

- Providing input for the 2025/26 budget
- Assisting with preparing and submitting funding applications for summer staff
- Organizing and updating infrastructure workspace and storage areas
- Preparing annual reports for wellfield flow and sanitary sewer system
- performance for provincial and federal environment departments
- Rink maintenance and flooding is ongoing
- Winter maintenance and grooming of trails is ongoing
- Snow clearing and salting of walkways and parking lots is ongoing along with servicing equipment as required
- Ongoing inspection and maintenance of water and sewer systems and facilities,
- Managing ongoing customer and resident inquiries.
- Reviewing and updating workplans for the 2025/26 fiscal year
- Preparing and submitting applications for active transportation funding and a climate resiliency grant to purchase a portable generator for the sewage lift stations
- All inside Christmas displays and decorations have been dismantled and stored away
- There are a few outdoor displays which will be removed in the coming weeks
- Painting and renovations are still underway at the Town Centre
- Water and sewer inspections, meter installations, and water turn-ons for new developments are ongoing

During the month of January there were no sewer or water emergencies. There was one sewer backup in January that resulted in a minor backflow into a basement. No damage was reported by the homeowner and there has been no request for compensation.

b) Resolution INC001-2025 Supplemental Capital Budget for Miscellaneous Capital Items

**Moved by Deputy Mayor Steve Gallant
Seconded by Councillor Jeff MacDonald**

WHEREAS the 2024 Utility capital budget includes \$25,000 for Miscellaneous Capital Items used for such circumstances as installing service laterals to vacant lots or replacement of damaged or faulty utility infrastructure assets; and

WHEREAS to date this fiscal year the budget has been depleted with a new pump and flow meter required at the Cable Heights water station, a chlorine pump at the Pondside water station, and new service laterals required to a vacant property on Nightingdale Drive; and

WHEREAS there are additional capital improvements required including three services added in the Clearview Subdivision, and new exterior lights added to the waterfront utility building; and

WHEREAS the Miscellaneous Capital Items budget should provide funding for these initiatives but also be available for any upcoming requirements throughout the remainder of the budget year.

BE IT RESOLVED that a supplemental capital utility budget of \$50,000 be approved to increase the Miscellaneous Capital Items budget to \$75,000.

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

Councillor MacDonald asked what the process would be if we were to go over the amount and Mayor Ogden replied that we would need to do another supplemental budget. Councillor MacDonald asked if \$75,000 is going to be enough or if we should have more of a 'cushion.' The infrastructure director replied that since we are so close to the new budget year this amount will be fine. She added that last year we also increased this specific item to \$75,000 and she is proposing to increase it to \$75,000 each year moving forward, which should be a good buffer.

Question: **CARRIED**

14. COMMITTEE OF THE WHOLE

Nil

15. SUSTAINABILITY COMMITTEE

- a) Councillor Chandler noted that the committee met today for the first time, and it was an introductory meeting. There was some discussion regarding the community campus funding for the Net Zero Feasibility Study and Microgrid Energy Project, and Wendy provided some information on the Legacy Anniversary Book Project. Khidaf updated the committee on the tree planting program which will launch again this year with 50 trees available at \$50 a tree, and applications will be open until March 31, 2025. The community garden registration is open for returning gardeners and registration will begin on February 17 for new gardeners.

There was also a discussion on 'Think Stratford,' and the business community is interested in reviving their previous iterations.

b) **Transit**

The transit graph was included in the agenda package.

16. HUMAN RESOURCES

Resolution HR001-2025 Respectful Workplace Policy

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Gordie Cox

WHEREAS it is a requirement of the Workers Compensation Board of PEI, under the Occupational Health and Safety Act, that organizations have a Harassment Policy, and;

WHEREAS it is desirable that the Town has a Harassment Policy (Respectful Workplace Policy).

BE IT RESOLVED that the attached Policy, Policy # 2025-HR-01Respectful Workplace Policy, be hereby adopted.

Discussion: This resolution bears the recommendation of the Human Resource Committee.

Councillor MacDonald stated that he is in support of the proposed policy as presented. He added that he appreciates all the discussion leading up to the drafting of the policy and added that it is great to see our newly commissioned human resources officer come on line and make an impact early with her contribution.

Councillor Dowling stated that he is also in favour of the motion, and it is great to see the Town adopt a Respectful Workplace Policy.

Mayor Ogden thanked Council for all their input regarding this policy.

Councillor Chandler noted that she is pleased with the document. She added that as a group we talked about the growth of the community and where we are headed, but this document internally is a sign that we value this particular topic, and we saw the need to advance it to current practices. It shows that we value the staff.

Question: **CARRIED**

17. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY (IAA)

The report was included in the agenda package for Council to review. Councillor Chandler gave

a brief overview of her report. She noted that the committee reviewed the terms of reference and discussed the housing accelerator fund, and the CAO gave an update on revenue sharing.

It was noted that the resident survey will be launched later this month, and Councillor Chandler encouraged residents to participate in the survey. The committee discussed the potential transit agreement and the official plan – there are several sessions being held to gather input. The committee also discussed the engagement statistics.

18. INQUIRIES BY MEMBERS OF COUNCIL

Councillor MacDonald noted that he was approached by a few residents regarding our payment system for utility bills. They felt that it was somewhat cumbersome. The finance director noted that she has heard from a few people, and she walks them through the system, but added that we don't receive many complaints. There are approximately 1200 customers who pay using our payment system.

Councillor Chandler noted that when she is driving to work early in the morning the lights at the Trans Canada/Kinlock intersection are flashing. She stated that she has concerns because not everyone adheres to the flashing red on Kinlock Road and yellow on the Trans Canada Highway. She asked that someone look into it as it could potentially be a safety issue.

Deputy Mayor Gallant asked about the lights at the boardwalk noting that they are not currently turned on. The infrastructure director replied that we have turned the breaker off to prevent the lights from flickering. We have identified an issue with the lights and the supplier was over to do an investigation. We had more than 20 lights returned under warranty and replaced so that was a red flag to the manufacturer. What they found was moisture was getting into the fixture and causing an issue with the components, and they are looking into a fix for the issue. Alternatively, there may be some replacements of different lights. They are going to wait until things get warmer and do a pilot program of replacing a couple of lights to see how they function and also do some repairs to some of the lights. They want to give them time to go through the cycles of the different seasons to see how the moisture behaves. Staff is on it and the supplier is on it as they definitely want to have these lights working properly. In the meantime, we have turned the breaker off, so the lights are not flickering and causing a lot of questions throughout the community.

19. OTHER COMMITTEES

a) Stratford Senior's Complex

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

- Reviewing the spreadsheet based on building assessment report to help guide the maintenance and capital projects that need to be completed over the next 5 – 7 years

- Completed application forms to inform Canada Mortgage and Housing Corporation (CMHC) that we are interested in applying for their new funding program
- Met with Allan Hughes of St. John House to discuss senior's housing and the new CMHC program
- Met with infrastructure staff to discuss the maintenance position at the senior's complex
- There have been some issues with snow removal, and we have spoken with the contractor to have them rectified; and
- There are currently 29 people on the waiting list.

Councillor Cox left the meeting at this time.

20. APPOINTMENTS TO THE COMMITTEE

a) Resolution CW004-2025 – Committee Member Appointment

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jill Chandler

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 resident be appointed for the remainder of a two-year term ending on November 30, 2026, as follows:

Diversity and Inclusion Sub-Committee

- Anmoldeep Singh

Heritage and Culture Sub-Committee

- Elaine Gaudet
- Raymond Stewart
- Tim Rose
- Mike Gleason
- Dan Larter
- Christa Nawrot

Discussion: Nil

Question: **CARRIED**

PROCLAMATIONS

Nil

21. OTHER BUSINESS

Mayor Ogden noted that this weekend the under 18 curling championships are being held in Saskatoon, Saskatchewan, and we have two Stratford residents who will be competing – Sophie Gallant and Wendy’s daughter Ashlyn MacDonald. Good luck to both Ashlyn and Sophie.

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:55 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO