

REGULAR COUNCIL MEETING

July 10, 2024

Approved Minutes

DATE: July 10, 2024
TIME: 4:30 p.m. – 7:37 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Jill Chandler; Gordie Cox; Jeff MacDonald; Ron Dowling; Jody Jackson; Jeremy Crosby, CAO; Jeremy Pierce, Deputy CAO and Director of Recreation; Kim O’Connell; Director of Finance and Technology; Dale McKeigan, Director of Planning, Development, and Heritage; Phil Rough, Town Planner; Jeannie Woodard, Director of Infrastructure; Wendy Watts, Community and Business Engagement Coordinator; 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**

Councillor Ron Dowling noted that he has a conflict with item 12 g) and he will recuse himself when the item is discussed.

3. **APPROVAL OF THE AGENDA**

It was moved by Councillor Jody Jackson and seconded by Councillor Jeff MacDonald that the agenda be approved with the following change: the Planning and Development item will be moved up in the agenda and safety services will follow as agenda item #9.

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 June 12, 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
- Along with Deputy Mayor Gallant, attended the Construction Association Dinner at Fox Meadow and brought greetings from the Town
- Participated in a public meeting to unveil plans for the proposed community wellness centre
- Attended the grand opening of a new Stratford business – Just Joe's
- Participated in the regular monthly meeting of the Federation of PEI Municipalities (FPEIM)
- Was interviewed by CBC about the Town's 30th Anniversary Legacy Book Project. Was also recently interviewed by CBC, along with project manager Carter Livingstone, about the restoration work underway at Pondside Park
- Was very honoured to attend the flag raising and subsequent meeting of the PEI Brain Injury Association
- Participated, along with Deputy Mayor Gallant and CAO Crosby, in a meeting with the commanding officer Chief Superintendent Kevin Lewis and Staff Sgt. Nick Doyle of the RCMP
- Attended and was very honoured to deliver greetings at the flag raising ceremony as part of the excellent Canada Day celebrations at Tea Hill Park
- Participated in the Atlantic Mayors Congress in Summerside and moderated a panel discussion of Atlantic Canada Housing Ministers sharing ideas about approaches to the current housing crisis
- Enjoyed a great pancake breakfast put on by the Lion's Club on Canada Day
- Participated, along with Deputy CAO Pierce, in a meeting with the Federation of Canadian Municipalities (FCM) president, to seek FCM support for the proposed community wellness centre
- Attended a meeting of the Heritage Committee
- Along with many residents, watched the July 1st fire works from our beautiful waterfront
- Attended the regular meeting of the Planning, Development, and Heritage Committee
- 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:

- Chaired the bi-weekly department head meeting
- Attended the Annual Canadian Association of Municipal Administrators (CAMA) conference in Banff, Alberta from June 1 – 4, 2024
- Attended a meeting with the director of finance regarding some issues at the Stratford Seniors Complex
- Attended a Transit Committee meeting to discuss fleet planning and replacement program
- Attended a meeting to review and rate the RFP's for the Official Plan and Zoning and Development Bylaw review/update
- Attended and participated in the monthly Town Council meeting
- Attended a meeting with the Deputy CAO regarding the possible placement of the Canada Tree Pavilion at the community campus facility
- I, along with the Deputy CAO, attended a meeting with the president of Holland College to discuss possible partnerships on the community campus
- Attended the monthly Safety Services Committee meeting
- Attended a Microsoft Teams meeting with Michael Ferguson from the office of Atlantic Regional Affairs to discuss the community campus project
- Attended a meeting with staff and the chair of the Recreation, Culture, and Events Committee to discuss the committee structure and future direction of the committee
- Attended the open house presentation for the community campus project
- Attended a meeting with department heads and the long range planner to get an update on the Housing Accelerator Fund project
- Attended the monthly Finance Committee meeting
- Attended a meeting to get an update on the revenue sharing file
- Attended a meeting to get an update on the compensation review
- Attended a workshop with members of the Charlottetown Area Transit Coordinating Committee (CATCC) on the Provincial Transit Coordination Discussion Paper
- Along with the community and business engagement manager, attended a meeting with a resident regarding allowing the farming of bees and chickens in a residential area
- Chaired the monthly CAO department meeting
- Along with the mayor and deputy mayor, attended a meeting with RCMP Chief Superintendent and RCMP District Commander for the quarterly update on policing in Stratford
- Attended the monthly CADC meeting
- Chaired the monthly staff meeting

- Along with the director of infrastructure and a representative from the PEI Department of Transportation and Infrastructure, attended a meeting with a resident landowner to address concerns regarding stormwater drainage from the area along the ditch, and the parking at the emergency services facility
- Along with the community and business engagement manager, attended a meeting with a representative from CIVONUS to discuss a possible community engagement project
- Attended and participated in the monthly Committee of the Whole meeting; and
- Attended a meeting with the department heads and the long range planner to discuss the Housing Accelerator Fund financial incentive program.

In addition, I organized meetings with staff, prepared comprehensive agendas, and relevant materials for the various committee meetings to keep them up to date. In addition, I assessed infrastructure projects, reviewed several planning related matters, and effectively managed various HR related files. I responded to emails and letters from residents, stakeholders, government officials, and other entities.

9. **PLANNING, DEVELOPMENT AND HERITAGE**

- a) Report was included in the agenda package for Council to review. Councillor MacDonald stated that the minutes from the meeting are included in the agenda package.
- b) The building permit and the building type summary were included in the agenda package for Council to review.
- c) **Resolution PH011-2024 – DP071-24 – Marshall MacPherson Ltd. – Conditional Use – 4 Unit Townhouse Complex 13 & 17 Jenkins Avenue**

Moved by Councillor Jeff MacDonald

Seconded by Deputy Mayor Steve Gallant

WHEREAS Aa application has been received from Marshall MacPherson Ltd. to convert a semi-detached dwelling into a 4-unit townhouse complex, by adding two (2) units onto the existing dwelling at 13/17 Jenkins. A “Townhouse complex (of up to 6 dwelling units), up to 40% of a block” is a Conditional use within the Medium Density Residential (R2) zone; 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 June 7, 2024, seven (7) notification letters were sent to abutting property owners. The property owners were given until 4:00 pm on June 25, 2024, to provide comments on the proposed Conditional Use Permit. Two (2) letters were received, within the deadline, from adjacent landowners.

BE IT RESOLVED that Council shall Grant approval to application DP071-24 from Marshall MacPherson Ltd. for conversion of a semi-detached dwelling into a 4-unit townhouse complex on PID 289306 subject to the following:

1. A detailed site plan showing the information required under Section 7.3.5 of the Zoning Bylaw.
2. That a Development Agreement be executed between the Town and the Applicant subject to such terms and conditions as Council deems necessary.
3. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
4. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOT.
5. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
6. The location of the new driveways should be situated so that they do not cover any existing installed utilities in the area.
7. Prior to the issuance of the occupancy permit for the new dwellings, a final grading plan must be submitted and approved by the Town of Stratford.
8. 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 stated that the person who wrote the letter in opposition of this request had noted that they had quite a time with property damage after Hurricane Fiona and they are sensitive to any further upending of trees or any natural features within the area where they live. They have some concerns about utility lines and they are concerned about Jenkins Avenue which is a narrow street. They are concerned that the addition of two other driveways would increase the traffic volume.

Councillor MacDonald noted that planning staff is in attendance if anyone has any questions or concerns.

Councillor Dowling stated that we are in the process of identifying swamp areas throughout the Town in relation to previous planning for Stratford. He

added that his concern is that we are 'putting the cart before the horse' in having areas changed in density prior to Council determining what areas in the Town are most appropriate fortification, and therefore he will not be supporting the resolution.

Councillor Jackson stated that just yesterday he heard a lot from residents who are also worried about the traffic and he doesn't support densification in this area.

Councillor Cox stated that there is already a duplex there and you would be adding another duplex. He noted that according to the documents there would be a retaining wall between the two duplexes when they are joined together, so they can be sold as duplexes later if they decided to do that 'down the road,' however, you would be adding another duplex to the street and you already have a duplex there. Councillor Cox added that the current duplex looks like it needs a bit of work as it is starting to age a bit. He added that he believes that part of the rebuild would be to resurface the current duplex which would make it look a lot nicer.

Deputy Mayor Steve Gallant stated that he spoke with the planning department and this resolution is contingent on the stormwater management plan. He noted that we are looking at density in the Town of Stratford and this could add two more units and he didn't feel it would increase traffic too much and he will be supporting this resolution.

Councillor MacDonald stated that we have two letters and one is in support of the application and one is not in support of it. He noted that it gives us an opportunity to revive the development in question and give it a 'facelift' and address any stormwater issues to the satisfaction of the Town and to the satisfaction of the residents.

Councillor Chandler stated that she has similar concerns to Councillor Jackson. She noted that she has concerns regarding the parking, and added it is a very busy street. She noted that we would be setting a dangerous precedent if we use the lens that it will give the developer an opportunity to upgrade the property that they already have. Councillor Chandler stated that she will not be voting in favour of the application.

Mayor Ogden stated that because this application meets all the requirements of the Planning and Development Bylaw, and the application has been

recommended by the Planning, Development, and Heritage Committee, he will vote to support the application.

Question: **CARRIED (Against – Councillors Ron Dowling, Councillor Jill Chandler, and Councillor Jody Jackson) Mayor Ogden broke the tie in favour of the resolution.**

d) Resolution PH012-2024 – DP085-24 – CMLMT Holdings Ltd. – 10 Dwelling Unit Stacked Townhouse – Conditional Use – 23-31 Woodhouse Court – PID 1147578

**Moved by Councillor Jeff MacDonald
Seconded by Councillor Ron Dowling**

WHEREAS an application has been received from Sean McGuire, owner of CMLMT Holdings Ltd., to construct a 10-unit Stacked Townhouse Dwelling complex at 23-31 Woodhouse Court (. Parcel Number 1147578. Within the Medium Density Residential (R2) zone, “Stacked Townhouse Dwellings having up to 12 Dwelling units, up to 40% of the block” is listed as a Conditional Use.

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.

WHEREAS on June 7, 2024, five (5) notification letters were sent to abutting property owners The property owners were given until 4:00 pm on June 25, 2024, to provide comments on the proposed Conditional Use Permit. One (1) letter was received, within the deadline, with comments from an adjacent landowner.

BE IT RESOLVED that Council shall Grant approval to application DP085-24, from Sean McGuire, owner of CMLMT Holdings Ltd., to construct a 10 Dwelling Unit Stacked Townhouse building at 23-31 Woodhouse Court on Parcel Number 1147578 subject to the following conditions:

1. Conformance with the conceptual drawings submitted to the Town prepared by SableARC, dated June 4, 2024.
2. That a Development Agreement be executed between the Town and the Applicant subject to such terms and conditions as Council deems necessary.
3. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
4. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOT.

5. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
6. Depending on the final design of the retaining wall, along the south lot line, a fence/railing may be required for safety purposes
7. 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 stated that this is a proposed stacked townhouse development located on Woodhouse in the Kelly Heights subdivision which is an area under fairly active construction and rapid development within the Town. Councillor MacDonald stated that if this application is approved it will be the Town's first stacked townhouse development.

Using the overhead, Councillor MacDonald felt that the location noted for the proposed stacked townhouses would be ideal. He stated that it is on a fairly large unique piece of property as is shown on the site plan. Despite the size of the unit in question being 10 units, it is capable, based upon the land size of supporting 10 and a half units – so they are going toward the maximum.

Councillor MacDonald noted that a few months ago there was a stacked townhouse development application that came to Council and it was in an area of the Town that was mature and fairly well developed. Council voted against the application because it wasn't the right area for that type of development. However, Councillor MacDonald felt that the location for this current application is an ideal location for a stacked townhouse development that is being proposed by the developer. When you look at page 2 of 6 of the site plan there is ample green space still found within this development. Backing onto the Stratford trail – it is at the end of a cul-de-sac which is a natural terminus for this type of development with plenty of parking. Councillor MacDonald added that the proposed design of the building is attractive. He noted that it addresses concerns regarding green space and it meets a lot of the Town's objectives, and it is an ideal development for that particular area and he will be supporting the application.

Councillor Dowling stated that we are imposing higher densification into areas that might not otherwise be looked at - other than as a conditional use. Councillor Dowling wanted to read into the record some of the comments from the letter that was received from a resident because it 'hits the nail on

the head' from the position of his concerns. Firstly, the increases from three to 10 units represents a significant intensification of land use. The increased density will inevitably lead to more traffic congestion in the area. It is a dead end street with a small roundabout, and it is not equipped to handle additional traffic that a 10 unit complex would generate. This would pose a safety risk for pedestrians particularly children playing in the neighbourhood. Secondly, the character of the neighbourhood, which consists primarily of single family homes, duplexes, and small townhouse complexes would be significantly altered by the construction of a large, stacked townhouse complex. This type of development is out of scale with the current properties and will disrupt the visual harmony in the community atmosphere; furthermore, the existing Woodhouse Court residents who recently purchased their expensive new properties expected that the character of the neighbourhood would remain consistent. The sudden shift from a modest three unit townhouse complex to a significantly larger 10 unit development undermines these expectations and betrays the trust of the homeowners. Many residents would likely have reconsidered their decision to buy in the area had they known about a possibility of a much larger building complex being constructed nearby which would not only alter the community's character, but also potentially devalue their investment.

Councillor Dowling stated that the points made by the resident are significant particularly when we are on the eve of going through changes made in culmination of a two year project through 'Shape Stratford' to identify areas for densification. It seems like all of a sudden we are rushing because Stratford is known as being desirous of densification. Councillor Dowling felt that we are rushing to allow densification in areas where it may not have been allowed previously. We do need densification; however, it should be in areas that are in character with the neighbourhood not foisted upon people who had an expectation that the neighbourhood would remain the same. Councillor Dowling stated that he is in opposition of this motion.

Councillor Chandler asked for clarification on the actual parking allotment and town planner Phil Rough replied that in terms of parking for stacked townhouses, the requirement is 1.5 spaces per unit. Councillor Chandler asked if there was any allotment for visitor spaces and the town planner explained that there is one dedicated space per unit plus one visitor space per stack. Councillor Chandler stated that in theory each unit could potentially have two cars and Phil replied that it is possible, however, we don't regulate

the number of cars a unit can have. Parking is based on the number of units and the requirement for each unit is 1.5 spaces.

Councillor Chandler asked if the 1.5 spaces per stacked townhouse was previously two spaces, as she remembers that the number of parking spaces was a real discussion point. Phil stated that we didn't have stacked townhouses until April of this year, so we borrowed from other municipalities. He noted that we looked at municipalities in Nova Scotia and we looked at Charlottetown and they actually have less parking than Stratford. It was noted that a lot of the municipalities we looked at only allow for one parking space per unit.

Councillor Jackson stated that he appreciates the design and he appreciates all the work that has gone into this application; however, he worries about adequate parking. We are talking about 1.5 spaces per unit, but we know that is not the reality and he won't be supporting the application. However, he added that he would like to see the stacked townhouses in another location of the Town.

Deputy Mayor Gallant noted that a few months ago we all agreed to stacked town housing due to the growing population and we wanted to create density. He stated that we can wait or we can do something now when we have an opportunity like the one we have before us. Deputy Mayor Gallant stated that it will help people who are in need of housing. He noted that currently, the average price for a house in Stratford is \$482,000. We have builders 'knocking on our door' and this area is a multi-use neighbourhood, so the stacked townhouses are a conditional permitted use. Deputy Mayor Gallant noted that there is greenspace and a park for the children to play in and he is in favour of the application.

Councillor MacDonald noted that we talked a little bit about Shape Stratford and this was one of the areas identified in our growth study to increase densification, and he felt that it was important that we take this into consideration. He noted that we voted on the parking requirement with the understanding that we are at the high end of the spaces. Councillor MacDonald stated that the parking issue was before us when we were considering the proposed bylaw amendment to allow for stacked town houses. He added that we voted on the parking requirement with the understanding that we were actually at the highest end in comparison to many other municipalities. We are trying to address growth and we are trying

to address parking. We are trying to achieve all the objectives of affordability and he asked Council to consider this particular development through all of those lenses.

Councillor Chandler agreed that we did have discussions about parking and she was consistent in that she had concerns over the parking because although we have a vision of building our Town around people and not cars, but right now we are not there, and our bus routes are not there and currently people park on the streets. She added that she does take the parking issue seriously and additionally when we had the other request in a similar area and we brought up the concern over the merge at Hopeton Road. Can we assume that people would filter out through Rankin again.

Phil noted that in terms of parking there is a section in our bylaw that can be enacted and he referred to 10.1.2 that states *additional parking spaces may be required if, in the opinion of Council, the parking spaces required under section 10.1.1 will not meet the anticipated parking requirements*. So, if parking is a concern it can be bumped up at Council's request. Phil noted that he did have a discussion with the developer earlier today and he is considering potentially shifting the building back a little bit and that may open up some parking spaces.

Councillor Cox stated that Rankin Drive is a concern for him. He noted that he has spoken with residents in the area and going door to door during his campaign and it is felt that Rankin is becoming a thruway. He added that it is an area where speed bumps may be required in the future. Phil noted that there is a proposed roundabout for Rankin Drive, Hopeton Road, and Bunbury Road. Councillor Cox stated that he could support the development if parking was bumped up to two spaces per unit.

Mayor Ogden stated that the original motion is for 1.5 parking spaces per unit and he asked Councillor Cox if he was suggesting an amendment to bump up the parking to 2 spaces per unit. Councillor Cox replied that he would be willing to make that motion.

Councillor Dowling stated that he appreciates staff's input and he appreciates Council's varying opinions. He noted that Deputy Mayor Gallant stated that we need densification and we shouldn't necessarily wait until we have an official plan amendment developed that would allow further densification as a matter of right. Councillor Dowling felt that this is a wrong-minded

approach. Councillor Dowling noted that Councillor MacDonald spoke of this being a designated area within Shape Stratford that is potential for densification and densification doesn't necessarily mean an exorbitant increase from two and three units to 10 units.

Amendment

It was moved by Councillor Gordie Cox and seconded by Deputy Mayor Steve Gallant that the parking be bumped up from 1.5 spaces per unit to 2 spaces per unit.

Discussion: Nil

Question: **CARRIED (Councillor Ron Dowling and Councillor Jody Jackson – Against)**

Question on Amended Motion – CARRIED (Councillor Ron Dowling and Councillor Jody Jackson Against)

e) Resolution PH013-2024 – DP087-24 – Hansen Solar Energy for Peter MacDonald – 42 Owen Lane (PID 329565) – Accessory Structures in a Front Yard

**Moved by Councillor Jeff MacDonald
Seconded by Councillor Jill Chandler**

WHEREAS an application has been received from Hansen Solar Energy on behalf of Peter MacDonald to place Accessory Structures, two (2) solar arrays, within the front yard of their heritage property on PID 329565, located at 42 Owen Lane; and

WHEREAS in accordance with section 8.1.2. Council may issue a Development Permit for an Accessory Structure located within the Front Yard of a Lot, where the Town is satisfied the Structure includes Building design components such as Building material, scale, and form that are consistent with surrounding Development; and

WHEREAS applications for accessory structures within the front yard are common along waterfront properties and have less of an impact on surrounding development as property owners generally prefer to have minimal obstructions of waterfront views; and

WHEREAS the layout of the existing buildings and structures on the subject property lot and within the surrounding development are designed to optimize the view of the water; and

WHEREAS due to the orientation of the lot in relation to the street and proposed setback being 135 feet from the street, the proposed location of the solar arrays would give the appearance of being in the rear or side yard; and

BE IT RESOLVED that approval be granted to an application received from Hansen Solar Energy on behalf of Peter MacDonald to place Accessory Structures, two (2) solar arrays, within the Front Yard on PID 329565, located at 42 Owen Lane in accordance with the submitted plans and subject to the following conditions:

1. That all other relative provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw #45 are met.

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

Councillor MacDonald noted that when you look at the property map, they have deemed that the solar array will be located at the front of the property. He noted that from what he understands when you look at the property map it's located in a fairly treed area.

Question: **CARRIED**

Councillor MacDonald noted that Councillor Dowling had mentioned that he had a conflict with the upcoming resolution and he asked Councillor Dowling to exit the meeting at this time.

Councillor Dowling stated that he would remove himself from the meeting and take a seat in the gallery. However, Mayor Ogden called upon the CAO to read the wording from the Municipal Government Act (MGA) in regard to a conflict of interest matter for the record. The CAO noted that the MGA states: *if a council member who is in conflict of interest as described in subsection 1 and 2 must declare that the member's interest in the matter of Council - which the councillor member did. However, it also states that they must remove themselves from the Council meeting and any other meeting where the matter is being discussed.* At this time Councillor Dowling left the meeting room.

The CAO stated that he did seek a legal opinion in the past on this issue and his recollection is that you must leave the meeting room if you are in a conflict of interest. **However, the CAO stated that he will again seek a legal opinion.** **ACTION ITEM**

f) Resolution PH014-2024 – SD007-24 – SHB Investments – McCarron Way Extension (PIDs 1110337 and 190629) – 17 Lot Subdivision

Moved by Councillor Jeff MacDonald

Seconded by Deputy Mayor Steve Gallant

WHEREAS an application has been received from SHB Investments Inc. (the Developer) to subdivide parcel numbers 1110337 and 190629 (8.33 acres in total area), located off McCarron Way, into seventeen (17) total single dwelling lots within the Low Density Residential (R1) Zone; and

WHEREAS the proposed subdivision is to be serviced by the extension of municipal water and sewer mains, and a Provincially owned public street with mountable curb and gutter; and each of the proposed lots meet minimum standards per Section 11.1.6.(a) of the Bylaw; and

WHEREAS as part of the application, preliminary servicing, stormwater management, and erosion and sedimentation control plans have been submitted and preliminary comments from the Department of Transportation (DTI) and the Utility have been received; and

WHEREAS the proposed dry pond located on Parcel A has been deemed necessary to meet Provincial regulations and is a Best Management Practice (BMP) for multiple property development in the R1 zone per the Town's Stormwater Management Plan; and

WHEREAS the Overall Site Plan shows a proposed 0.81 acres (10% of total area) for parkland dedication to the Town of Stratford pursuant to Section 4.9 (Parkland Dedication). The location is a treed area that requires minimal maintenance directly abutting the existing parkland between Starling Crescent and Clifton Road. The location has been deemed acceptable by the Recreation Department and the Town's Sustainability Coordinator; and

WHEREAS the application has been evaluated in conformance with Section 4.3 *Permission to Subdivide*, where conditions 2 and 9 have been recommended by the Planning Board to further bring the application into conformance.

BE IT RESOLVED that preliminary approval be granted to an application received from SHB Investments Inc. to subdivide parcel numbers 1110337 and 190629 (8.33 acres in total area), located off McCarron Way, into seventeen (17) total building lots subject to the following:

1. Conformance with the Overall Site Plan prepared by Coles Associates Ltd., Project Number 231079, Drawing Number C100, issued for preliminary approval March 6, 2024.
2. That the proposed parkland area of 0.81 acres (or 10% of total area, excluding the 0.22 acres designated for stormwater management) as shown on the Overall Site Plan be deeded to the Town of Stratford (the Town) as parkland dedication and appended to PID 1050665 owned by the Town at the cost of the Developer.
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 in coordination with and including the proposed paths of drainage for each lot to be 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 proposed public roads shall be designed in accordance with the provincial road standards of DTI and that a Subdivision Road Agreement shall be executed.
7. 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).
8. That the Developer shall enter into a Subdivision Agreement with the Town to be registered to the property at the cost of the Developer.
9. That the existing tree line along the rear property line of lots 8-17 be delineated on a survey plan and be located within a buffer to maintain existing trees in a healthy growing condition and that all required drainage swales shall be constructed outside of the buffer.
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.

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

Councillor MacDonald stated that this is an area that has been developing over quite some time. This is phase 3 of the broader development. The first phases were completed quite some time ago. This most recent phase was scheduled to be developed in the past; however, due to economic issues the developer at the time didn't proceed with phase 3 which is the 18 proposed lots within the three year validity period – so there was a requirement for a new subdivision approval. The land changed hands and the new owners have come forward with a development scheme that is quite similar to the one that had been approved some time ago. The change that is now present is rather than 18 lots that had been initially forecast there is going to be 17 lots, with the 18th lot being set aside to create the dry pond which would be a collector system for excessive stormwater or snow melt. It will now be 17 units all of which are going to be in the R1 Zone, and all of the R1 lots meet all of the requirements. There will be new roadways present with gutters and curbs and there will be parkland which will line up nicely with the existing parkland.

For clarification, Mayor Ogden stated that the previous approved subdivision had 18 lots and Councillor Dowling replied that is correct. However, there is the requirement identified for best management practices to deal with the stormwater and the snow melt in a better way – which is the dry pond and it will be located on the 18th lot.

Question: **CARRIED**

g) Resolution PH015-2024 – SD007-24 – SHB Investments – McCarron Way Extension (PIDs 1110337 and 190629) – Conditional Use

Moved by Councillor Jeff MacDonald

Seconded by Deputy Mayor Steve Gallant

WHEREAS an application has been received from SHB Investments Inc. for a Conditional Use, Semi-Detached Dwellings (up to 20% of the lots in a Block), within a proposed 17 Lot Subdivision on PIDs 1110337 and 190629 (8.33 acres in total area), located off McCarron Way; and

WHEREAS the application proposes four (4) Semi-Detached Dwellings on Lots 2, 6, 7, and 17,

- With lots 2, 6, and 7 forming a Block with a grouping of 15 lots bound on all sides by streets; east of McCarron Way and west of Starling Crescent (3 Semi-Detached Lots ÷ 15 total Lots x 100% = 20%); and
- Lot 17 forming a Block with a grouping of ~25 lots west of McCarron Way bound on all sides by streets: East River Drive and the approximate location of the right-of-way to Starling Park; and large parcel boundaries: being the proposed and existing Open Space (1 Semi-Detached Lot ÷ ~25 total Lots x 100% = 4%); and

WHEREAS each of the proposed Semi-Detached Lots meet the minimum lot standards per Section 11.5.6.(a) and the application has been evaluated in accordance with Section 7.16 *Authority to Deny Permits* where the application has demonstrated that, in the opinion of staff, it does not meet the requirements to deny a Development Permit; and

WHEREAS within the Low-Density Residential Zone (R1), *“prior to the issuance of a Development Permit for a Conditional Use, Council shall ensure that property owners who directly abut the subject Property are notified in writing of details of the proposed Development and asked to provide their comments; and*

WHEREAS on May 22nd, 2024 forty-six (46) notification letters were sent to abutting Property Owners requesting comments on the proposed Conditional Use. Eight (8)

responses, representing seven (7) properties, were received by the deadline, June 21, 2024, which were not in favor of the development due to some residents having an understanding that future development would contain single dwellings only, desire for the property to remain as greenspace, concerns regarding the location of the Semi-Detached Lots, Lot sizes, parking requirements, increase to the amount of expected neighbours, impact on the character of the existing neighbourhood, property values, etc.

BE IT RESOLVED that approval be granted to an application received from SHB Investments Inc. for a Conditional Use, Semi-Detached Dwellings (up to 20% of the lots in a Block), within a proposed 17 Lot Subdivision on PIDs 1110337 and 190629 (8.33 acres in total area), located off McCarron Way subject to the following:

1. That all other relative provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw #45 are met.

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

Councillor MacDonald stated that we have a vote on the resolution to subdivide the large parcels into 18 lots – really 17 that are developable as R1 lots. Within an R1 zone you can have 20% of a block on a conditional use basis as semi detached. Councillor MacDonald noted that a block is a defined term in the Zoning and Development Bylaw; it is essentially an area of land that is enclosed by certain features whether they be streets, roadways, waterways, or other certain natural features. Councillor MacDonald stated that it is a supportable definition and it would be one way to get to the maximum 20% of one block which is the smaller portion of lots – being lot one to lot seven with the dry pond located on parcel A, and one lot of semi-detached on the other block as defined by planning staff. Councillor MacDonald stated that is how the developers have come forward with it and it is a conditional use and it's at the limit for one of the blocks.

Town planner Phil Rough stated that at this point the developer is just looking for approval for the use. We don't have any building designs at this point.

Mayor Ogden asked why we don't just take the total of semi-detached and apply it to the whole property. Phil replied that the definition of the block isn't the most accurate and he read aloud the following – *a unit of land consisting of a grouping of lots bounded on all sides by water courses,*

streets, or large parcel boundaries or otherwise defined by the Town. Phil noted that there are a couple of options – you can either group the whole subdivision as one block or all lots as one block.

Councillor MacDonald stated that any discussion needs to include any letters that were sent by our residents who were not in favour of the development. Resident concerns were forwarded to Council by staff. A number of residents wrote in with a desire to maintain the greenspace and things of that nature. Councillor MacDonald stated that it is not necessarily an issue although he understands that it might be an issue for the residents who wrote in expressing that opinion, but ultimately, we as a Council need to do what is in the best interest of the Town and we need to identify what is the best use of that land.

Councillor MacDonald stated that some of the other letters that were sent in to the Town acknowledged that people do understand that this was phase 3 of the development that was identified for construction or development some time ago. Councillor MacDonald stated that it is a valid point about expectations – certainly about R1. He noted that this is a completion of a development within a fairly mature neighbourhood within a fairly well developed zone. He felt that we need to pay attention to those concerns and he is mindful of our official plan that all development needs to be in the character and the spirit of existing development as there needs to be harmony.

Councillor MacDonald stated that the determination for Council is whether or not it should happen at all or if it's going to happen should it look as it does.

Councillor Chandler stated that it is important to take the letters that have come from residents into consideration. She noted that when we offer the opportunity for resident engagement – in reality it seems that we are just compiling their comments as opposed to them impacting the actual decisions. Councillor Chandler felt that the options are just 13 single family homes and four semi-detached or greenspace, or it could be the original plan which was 17 or 18 homes and she would like to see this as still a consideration. It seems that in the letters that is what the majority of the people are supporting. When we are looking at this space, we are saying we are in a housing shortage meanwhile this space sat for three years undeveloped. She noted that she would be thrilled if this went into development and we had 17 homes to offer. Councillor Chandler stated

that when she looks at the Town's inventory, the permits, and the number of requests that are coming in, we are stalled.

Councillor Jackson stated that he fully supports the subdivision of single R1 lots. However, he noted that he does not support the four semi-detached lots. This is one of the oldest areas of Stratford with single family R1 homes. Councillor Jackson stated that he didn't think what is being proposed would make a big difference in our housing supply. He felt that keeping with the consistent feel of the neighbourhood is a good thing and he didn't think there would be an issue filling the lots with beautiful affordable homes.

Councillor Jackson reiterated that 17 R1 single family dwellings is probably the best use of this area. He added that he will not be supporting the conditional use, but as noted earlier he does support the subdivision of single R1 lots.

Councillor Cox stated that if we asked to move lot 7 and lot 2 down to the other side and put the four semi-detached in one area in a cluster how does that affect things? Councillor Jackson replied that it would change the block and a public meeting would be required as it would be a special permitted use.

The director of planning Dale McKeigan stated that the simplest way to do this would be to put two semi-detached on each side and that would eliminate the 3 to 1 ratio. Councillor MacDonald asked if we would vote on an amendment or do we need to have a new survey plan submitted and Dale replied that Council can vote on it, and then we can go back to the developer. Mayor Ogden added that we could make it a condition of acceptance. Councillor MacDonald asked Dale if there was a more suitable layout if we go with semi-detached homes and Dale replied that he would suggest the bottom corner by the open space, and on the opposite end on top next to the larger lot. Dale added that you may also want to go corner to corner if it fits, but it may be a bit complicated. He added that if you do end to end on both sides you would be getting a balance.

Mayor Ogden noted that if we were going to propose an amendment it would need to read something along the lines of the survey plan would need to be amended to reflect planning's suggestion for improvement. The CAO stated that there may be a simpler solution. He noted that Council can vote to defer this application in order to have some further discussion.

Councillor Jackson stated that if we did deny this application does this mean they can't come back at some point and ask us about conditional use, and the reply was that they can come back with a new application at any time. Councillor Jackson stated that he would prefer to make a decision on the application tonight and leave it with the idea that they can come back.

Town planner Phil stated that if this application gets denied there is nothing stopping the developer from coming back tomorrow with a new design and they may put all four semi-detached in block 8 through 11. He added that if this application is denied there is no 'wait period' before the developer can come forward with a new application.

Question: **DENIED**

h) Resolution PH016-2024 – VA002-24 – Dawne Scantlebury – Rosebank Road near Connolly Lane (PID 444216) – 1 Lot Subdivision with Major Variance to Lot Frontage

Moved by Councillor Jeff MacDonald

Seconded by Deputy Mayor Steve Gallant

WHEREAS an application has been received from Dawne Scantlebury to subdivide parcel number 444216, located on Rosebank Road near Connolly Lane, into two (2) single detached dwelling lots. The proposed lots are in the Low-Density Residential Zone (R1) which requires the Minimum Frontage to be 22 m (72 ft.). The Preliminary Plan of Survey shows the proposed two (2) lots each having 18.89 m (61.98 ft.) of Frontage, which is approximately 3.1 m (10 ft.) less than the Minimum Frontage Requirement, thereby requiring a **13.92% variance**; and

WHEREAS pursuant to subsection 6.1.2. of the Zoning and Development Bylaw #45, Variance applications shall demonstrate one of a number of tests for justifying a 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 June 30, 2024, in accordance with subsection 6.1.6. where a Variance in excess of ten percent (10%) is being requested, twenty-seven (27) notification letters

were sent to property owners who own parcel(s) of lands 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. Two (2) response letters were received before the comment deadline on June 24, 2024.

BE IT RESOLVED That approval be granted to an application from Dawne Scantlebury to subdivide PID 444216 into 2 lots of residential use (single detached dwellings) 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 2022-1 & Lot 2022.2 as prepared by Mantha Land Surveys, DWG. No. M-24-154 Dated: May 5, 2024.
2. The minimum lot frontage for the two (2) lots listed in condition 1, has been granted a variance of 13.92% and must be a minimum of 18.89 m (61.98 ft.).
3. That the sewer and water systems shall be designed in accordance with the Stratford Utility Corporation Servicing Standards, that the Developer/Property Owner make payment of all applicable capital contribution fees as required by the Utility Corporation, and in accordance with preliminary servicing comments as follows:
 - a. Payment of the one-time domestic water supply contribution fee for the new line
 - b. Payment of the one-time sewer treatment contribution fee for the new line
 - c. All water and sewer work to be coordinated and inspected by the Utility
4. A Joint Access Easement and Agreement must be prepared for the proposed driveway, shown on the preliminary Plan of Survey. The agreement must be registered on the titles of both lots.
5. That all other relevant provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw # 45, are met.
6. That preliminary approval shall be valid for a period of 3 years.

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

Councillor MacDonald referred to the survey plan noting that we have a fairly irregular sized lot which is bounded by a number of other R1 lots. We also have a fairly large sized lot that could be developed into one development, but the proponent of the resolution has proposed creating a shared driveway. There had been a consideration to do a different kind of plan, but it would require running lines for sewer and water down Connolly Lane as well as Rosebank Road to create two separate entrances. This would be a much cleaner development solely off of Rosebank Road. The

minimum frontage is requiring a resolution from us considering the nature of the lot size, as well as the shared driveway. It is simpler in terms of water and sewer and Councillor MacDonald felt that was the reason for the request as found in the resolution. It was noted that the developer will share the cost of the water and sewer lines.

Question: **CARRIED**

10. SAFETY SERVICES

a) Report.

The report was included in the agenda package for Council to review. Councillor Jackson gave an overview of his report noting that the committee met on June 17, 2024, and discussed a number of issues. There was some feedback from residents regarding staff coverage and the garbage at Tea Hill; however, Councillor Jackson stated that these issues have been addressed.

Another issued discussed was E-Watch and moving forward we are looking to have some discussion with businesses to see if they would be interested in participating in the E-Watch program.

Councillor Jackson stated that there was a discussion on some unsightly premises and he took a moment to thank the staff for their diligence in dealing with them.

b) Street Lights

No report

c) RCMP

The report for the month of June was included in the agenda package. Corporal Weatherbie stated that for the month of June there were 274 police occurrences. He noted that the traffic complaints still continue to be 44% of the complaints in the Town. Corporal Weatherbie stated that there were 59 traffic stops conducted. Twenty seven summary offence tickets were issued for a total amount of \$4,484. There were also 32 warnings violation tickets issued. Corporal Weatherbie stated that there were 27 property related complaints; 17 mischief complaints of which 13 were obstructing the enjoyment of property; and 4 were damage to property.

Corporal Weatherbie stated that he would like to see the youth engagement continue. There were two presentations at Stratford Elementary School and one of the presentations was done by the police dog service team. Members of the RCMP and the dog service team were also on hand at Glen Stewart School for family fun night on June 13, 2024.

Corporal Weatherbie noted that he attended a Citizens on Patrol meeting on June 24, 2024.

It was noted that there were six selective traffic enforcement programs and there were two impaired driving incidents by alcohol during the month of June. There were eight motor vehicle collisions and five of those had reportable damage.

Corporal Weatherbie stated that things tend to get busier in July and August with the nice weather.

Councillor Chandler asked about the 'other' category and Corporal Weatherbie replied that it includes assistance to the general public, the Dog Act, false alarms, and any occurrence type with 'other activities' in the caption. It is basically occurrences that can be dealt with at the front counter.

Councillor Chandler asked about the mandatory alcohol screening and asked if there needed to be signs of impairment before the RCMP do a screening and Corporal Weatherbie explained that they can do random screening.

Councillor Chandler noted that she is aware that there is more impairment due to Marijuana and she asked if someone ingested Marijuana could they be impaired for many hours and Corporal Weatherbie replied that is correct.

Councillor Cox stated that approximately 60% of speeding tickets were for 29 kilometres or less and there were also some over the 29 kilometres, and he asked Corporal Weatherbie if speeding is still staying consistent. Corporal Weatherbie replied that for the month of June he is not seeing extremely high speeds. He added that most of the speeding is 20 kilometres and below.

d) Humane Society Report

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

e) Transit

The report for the month of June was included in the agenda package. Councillor Jackson stated that we are averaging 302 riders per day, which is phenomenal. He added that every month we see the ridership increase.

f) Cross Roads Fire Department

The report for the month of June was included in the agenda package. Councillor Jackson stated that there were 19 calls in the month of June and 10 of them were false alarms. This is a concern to the fire company; however, they will always respond to the alarms. Councillor Jackson noted that the fire company is addressing the issue of fire alarms that are consistently happening at the same places. There were two medical first response calls and one water rescue. It was noted that the fire company obtained a new boat in May.

Councillor Dowling referred to the Citizens on Patrol and noted that it stated in the minutes that they are having some difficulty in recruiting new members and he wondered if there was anything the Town could do from a social media perspective. Councillor Jackson replied that our community and business engagement manager Wendy Watts has been very good at getting reminders out to the public, and where we can promote more we will.

11. RECREATION, CULTURE AND EVENTS

Councillor Chandler gave an overview of her report as follows:

Stratford Community Campus – the Town of Stratford hosted an open house on Tuesday, June 18, 2024, at the Stratford Emergency Services Centre. The Town showcased the planned community campus that will be home to the Stratford High School, future junior high school, a wellness centre, soccer fields, cricket field, ball fields, multi-use courts, and an active transportation network. The Town looks forward to future work being undertaken so that residents can enjoy a variety of recreational, cultural, and social activities.

Stratford Youth Centre and Council – the youth centre has set up a working group of youth members to focus on youth centre promotion. This will include coming up with a logo, branding, and clothing for the youth centre. This group will work over the summer. The Stratford Youth Centre Leadership Club has completed their fundraising and will be going on their leadership trip to Ontario / Quebec from July 23 – 28, 2024. The group raised more than \$48,000 over the past 18 months. In total, 24 youth and four staff will be participating.

As of June 22, 2024, the Stratford youth centre members contributed 4297 volunteer hours in the community over the 2023-24 season. The youth centre had eight volunteers helping with Canada Day activities.

Applications have been collected for the 2024 Cheryl Duffy Service Award. This award is open to current/former youth centre members who are attending post secondary education in September and winners will be selected over the next few weeks. This year, up to four prizes of \$500 will be issued.

Events – Canada Day at Tea Hill Park was a success thanks to the beautiful weather, coordinated activities, wonderful performances, and countless staff and volunteers. Although there is no formal method of counting guests, guestimates of 2500 attendees over the course of two and a half hours on Canada Day would be a close approximation.

A special thank you to:

- Master of Ceremonies – Councillor Jill Chandler
- Christina MacLean for performing our national anthem
- Richie Bulger and the Wannabees for their entertainment

- To the various multi-cultural performers
- Lion's Club for their pancake breakfast and barbeque
- Cross Roads Vet Clinic for partnering with the Town and performing teddy checkups for children
- Ski patrol for providing any necessary first aid
- Mayor Ogden, council members, and staff for serving strawberries and ice cream
- Staff for setup, tear down, parking, traffic control, maintenance, social media, and communications

Programs – summer camp has begun at the Robert Cotton Centre. Eight weeks of camp are being offered with camp participants enjoying a variety of recreational, leisure, and artistic activities. Karsyn MacLeod is the camp supervisor for the summer and has a wide range of programs and activities planned around the community.

Pondside Park is busy with youth and adult tennis programs and lessons for youth and adults. The courts are also available for casual drop-in play outside of program times.

Intro to Sports started on July 2 and U4 soccer began on July 6 and will run for eight weeks. Both programs are designed to be introductory programs for young children.

A full body fitness class is being offered on the stage for 12 weeks. Anyone interested in the program can contact the Stratford Recreation Department for more information.

The renovated outdoor pickleball courts at Kinlock Park opened for play on Friday, July 5, 2024. The courts are now home to four permanent pickleball courts and one tennis court. The courts are open play with the expectation that everyone will be welcomed and provided with court time.

The splashpad opened a week earlier than expected due to the tremendous June weather. Opening on June 14, 2024, the splashpad will be open daily from 10:00 a.m. to 8:00 p.m. until Monday, September 2, 2024.

The mini ball field at Fullerton's Conservation Park opened on Tuesday, July 2, 2024. Work is still being done on and around the field, but the Town is happy to have it in use for U11.

Melanie Weatherbie will be joining us as a staff member on July 22, 2024, in the recreation department. The Deputy CAO noted that Melanie has a history of event planning from St. Albert in Edmonton.

12. FINANCE AND TECHNOLOGY

a) Councillor Dowling gave an overview of his report as follows:

- The next round of utility disconnects will be the week of July 22 – potentially 40 customers. There is still one customer disconnected from June's disconnect list;

- July utility bills are being processed and they will be going to Tremplon July 10 and the e-bills went out on July 9, 2024;
- Attended the organizational review meetings with department managers;
- Attended the Housing Accelerator Fund meeting;
- Met with the CAO, Deputy CAO, and financial coordinator Taewoo Kim, to review the revenue sharing template;
- Attended the annual general meeting for the CARI Board;
- Auditors were onsite to do audit work and we are still answering some questions on the audit file;
- Working on finalizing the Public School Board lease renewal;
- Attended the compensation review meeting;
- Working on an application through Rural Growth Initiative Funding for Clearview Park;
- Staff is reviewing information to switch to electronic funds transfer (EFT) payments for accounts payable;
- Staff is researching electronic submission of timecards through Townsuite; and
- Staff is busy with day to day tasks.

b) Financial Statements

Included in the agenda package for Council to review.

13. INFRASTRUCTURE

a) Report - The Report was included in the package for Council to review. Deputy Mayor Gallant noted that the infrastructure staff remains busy with the many projects that are underway. He reviewed the report as follows:

- Ongoing project work at the waterfront boardwalk, community campus, water reservoir, Bunbury sewer lift station upgrades, and Corish sewer lift station upgrades and forcemain extension continues. Many of these are anticipated to be complete by the end of July.
- Work continues at Kelly's Pond with the new water control structure and storm piping. It is anticipated that traffic will be diverted soon through the temporary road section to enable the installation of the new culvert across Keppoch Road.
- A new bus shelter has been installed at the corner of Rankin Drive and Hopeton Road, and the shelter at Sobey's has been reinstated after damage during Fiona.
- A tender has been issued for resurfacing of the parking lot at the recreation centre, as well as the main access into the Town hall and access into the Town hall parking lot. There will be a 1.8 meter wide paved shoulder added to the main access to accommodate pedestrians and cyclists from Shakespeare Drive.

- As we have been notified of approval of funding from the PEI Active Transportation Fund for the Glen Stewart Drive paved multi-use path project, we have begun preparing an RFP to engage a consultant to complete the design. This project will see the sidewalk segment replaced with a paved trail to accommodate both pedestrians and cyclists between Mutch Drive and Perley Drive.
- Specifications are being prepared to tender for the construction of a gravel driveway to access the Cable Heights water station; and
- An RFP is being prepared to engage a consultant to design the watermain system replacement in Reeves Estates.

Infrastructure staff has also been busy with the following:

- Grass cutting and landscaping is ongoing throughout the Town
- Unsightly premises complaints continue to be excessive and time consuming for investigation and follow-up
- Speed humps are now installed at five locations and data is being collected at two more locations
- Water supply repair to Town hall is now complete
- New well drilled and commissioned at Tea Hill
- Opening of the splashpad for the season
- Valve exercising is complete
- Fire hydrants are being painted
- Sections of sewer main along Millenium Drive, John Hamilton Drive, Reddin Heights, Stratford Road, Quiet Water Drive, and Chelsea Lane were flushed and videoed to review their condition and identify repairs if required
- Gravity sewer flushing is underway and will be completed before the end of summer
- Water and sewer inspections and water turn-ons for new development are ongoing
- Ongoing inspection and maintenance of water and sewer systems; and
- Managing ongoing customer and resident inquiries and concerns.

During the month of June there were no major incidents or emergencies.

14. COMMITTEE OF THE WHOLE

a) Resolution CW010-2024 – Official Plan Zoning Bylaw Amendment

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jody Jackson

WHEREAS the Town of Stratford is committed to addressing the housing crisis and ensuring that its residents have access to safe and attainable housing options; and

WHEREAS in 2024, the Town successfully attained funding through the Housing Accelerator Fund, established by the Canada Housing and Mortgage Corporation (CMHC), is a funding initiative designed to provide financial support and resources to municipalities in developing attainable housing projects; and

WHEREAS the Town Council passed the Resolution **CWO12-2023 – Housing Accelerator Fund** to move forward with the identified Initiatives designed to implement systematic changes to the Town’s planning and zoning bylaws to promote more housing developments and remove the inefficiencies and obstacles to diverse housing typology; and

WHEREAS the Town Council understands the need to progress with an Official Plan Amendment that is in keeping with the results of the numerous studies and workshops completed in the Shape Stratford project that identified the constraints on land development due to the projected growth populations, and

WHEREAS the Town Council understands the need to progress with a Zoning Bylaw Amendment that will make changes that reflect the amendments to the Official Plan and promote community development, and

WHEREAS proposals were received on June 3, 2024, for the Town of Stratford Official Plan & Zoning Bylaw Review; and

WHEREAS two submissions were received, one from UPLAND Planning and Design and one from Stantec Consulting Ltd in partnership with Fathom Studio, and evaluated by a team of 4 who ranked each submission out of a total score of 100 with the following results:

Proponent	Total Score
UPLAND Planning and Design	89.73
Stantec Consulting Ltd & Fathom Studio	83.25

AND WHEREAS UPLAND Planning and Design, having the highest score, submitted a total price of \$221,810 (HST excluded); and Stantec Consulting, submitted a total price of \$149,321 (HST excluded).

WHEREAS there is funding approved in the Housing Accelerator Fund budget allocated for the Official Plan and Zoning Amendment.

BE IT RESOLVED that the Town of Stratford Official Plan & Zoning Bylaw Review project be awarded to UPLAND Planning and Design for the price provided of \$221,810 (HST excluded).

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

Councillor MacDonald stated that we do have the results of the official plan RFP. He noted that we are going with the higher priced option. What is driving the recommendation and the higher score is the methodology as it relates to engagement strategy with such a massive project. Councillor MacDonald felt that it was a valid justification for going with Upland Planning and Design. He also noted that we do have funds allocated to the housing accelerator fund to pay for the consultation/RFP and it is money well spent. He added that it is money we are grateful for in partnership with the federal government.

Mayor Ogden stated that the culture of the community and the wishes of this Council is to really respect the input from residents when seeking their view and perspectives on proposed changes to the Zoning and Development Bylaw. He added that if the higher price gives us more engagement it is well worth it.

Question: **CARRIED**

b) Resolution CW011-2024 – Reappointment of CADC Board Member Representative

Moved by Councillor Gordie Cox

Seconded by Councillor Jeff MacDonald

WHEREAS The by-laws of the Charlottetown Area Development Corporation (CADC) require the annual appointment of the corporation's directors at the Annual General Meeting; and

WHEREAS Michael Fleischman is our current representative and has represented us well; and

WHEREAS Michael Fleischmann is a member of the Town's Sustainability Committee and has agreed to continue to serve as the Town of Stratford's representative.

BE IT RESOLVED that Michael Fleischmann be hereby re-appointed as the Town's representative on the CADC Board until the next Annual Meeting.

Discussion: Nil

Question: **CARRIED**

15. SUSTAINABILITY COMMITTEE

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

- The Residential Tree Planting Program has been completed with 50 trees allocated to residents. Staff has now turned their attention to planting the 120 trees secured through the 2 Billion Tree Program at various Town parks and trails;
- Additional tree plantings, through a grant received from Tree Canada, were held to enhance parks in Stratford with trees and shrubs, with the final two taking place at Clearview and Starling Parks. To further engage and educate the community, we will be installing informative panels at each park detailing the species of trees and shrubs planted and their ecological benefits; and
- The Diversity and Inclusion Sub-Committee assisted with Canada Day alongside the Town's recreation department adding the much appreciated cultural elements to Stratford's Canada Day event. Three international food vendors and four performers plus the Mi'kmaq Heritage Actors all joined in the festivities. The Town of Stratford's Legacy Book project for the upcoming 30th Anniversary is underway with some nominations for both the youth writers and resident interviewees beginning to come forward. The committee and staff are also planning for the fall which will include a new resident welcome event.

b) **Resolution SC001-2024 – Adoption of the Forest Management Plan**

Moved by Councillor Gordie Cox

Seconded by Deputy Mayor Steve Gallant

WHEREAS the Town of Stratford, in 2022, with funding from the Climate Challenge Fund, hired forestry consultant Matt McIver of Maritime Forestry to complete a Forest Management Plan; and

WHEREAS the Plan is a detailed assessment of all Town-owned forested properties and corresponding set of recommendations that details forest management recommendations, acquisition recommendations, and afforestation recommendations; and

WHEREAS the Plan is intended to help the Town Strategically acquire land for protection and afforestation, plan for funding opportunities, improve resident access to nature, increase carbon sequestration, and generally improve the health and resiliency of Stratford forests; and

BE IT RESOLVED that the Town of Stratford approve and adopt the Forest Management Plan as a guiding document for the management of Town-owned forested properties.

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

Question: **CARRIED**

16. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY

No Report – Mayor Ogden noted that we continue to meet with federal and provincial representatives. We are also seeking a meeting with our member of parliament to discuss our wellness facility and seek support for funding.

Councillor Chandler asked if there was an update on our resident survey and Wendy replied that we were a bit late getting the survey out this year so we are a little behind. She noted that she and Jade Veera did an initial proof of the document and provided comments back to the consultant, and we are now waiting for the second draft.

17. HUMAN RESOURCES

a) No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

Nil

19. OTHER COMMITTEES

a) Stratford Senior's Complex

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

- Quotes have been received for the building assessment review that is required by the Canada Mortgage and Housing Corporation (CMHC). The tender has been awarded to Coles Associates and we are working with Coles to get a site visit set up
- Our maintenance person Steve Thompson is on vacation and Gerry O'Connell is filling in for him
- Working with a contractor on a better option for shower rods in the new walk-in showers
- Roof on muster station/shed will be replaced this week
- Annual inspections have been completed on the units; and
- CMHC will be sending us new information on what the future agreement will look like for the seniors complex.

There was a brief discussion regarding the heat pumps in the common area. The finance director Kim O'Connell noted that we hired Coles Associates and they are going to do a whole site visit of the property. The site visit is for the replacement of all capital items throughout the building. Kim noted that it didn't make sense to just look at the one area (heat pump) when potentially we may be looking at upgrading the whole system 'down the road' to have heat pumps in every unit. Councillor Chandler stated that it is a concern of hers and she has been doing some research and noted that lives have been lost as a result of people not having anywhere to cool down. Kim noted

that she will look into getting quotes for a heat pump for the common area of the complex. Councillor Dowling stated that he agrees with Councillor Chandler and he felt that this issue should be a priority given that this summer is particularly hot. He felt that if we can find the funds we should look after this issue sooner rather than later.

20. APPOINTMENTS TO THE COMMITTEE

Nil

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:37 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO