REGULAR COUNCIL MEETING
June 8, 2022
Approved Minutes

DATE: June 8, 2022
TIME: 4:00 p.m. – 7:00 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Gary Clow; Councillors Derek Smith; Darren MacDougall; Steve Gallant; Gail MacDonald; Jeremy Crosby, CAO; Kevin Reynolds, Director of Planning; Kim O'Connell, Director of Finance and Technology; Jeremy Pierce, Director of Recreation, Culture, and Events; Jeannie Gallant, Acting Director of Infrastructure; Wendy Watts, Community and Business Engagement Manager, and Mary McAskill, Recording Clerk

REGRETS: Councillor Jill Burridge

GUESTS: Corporal Mike Lutley, RCMP

CHAIR: Mayor Steve Ogden

1. **CALL TO ORDER**
Mayor Steve Ogden called the Regular Monthly Council Meeting to order at 4:00 p.m. and welcomed those who were 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**
No declarations were made.

3. **APPROVAL OF THE AGENDA**
It was moved by Deputy Mayor Gary Clow and seconded by Councillor Gail MacDonald that the agenda be approved as presented. Motion Carried.

4. **PRESENTATION OF THE WATER SCHOOL AWARDS**
Mayor Ogden noted that he looks forward to this award presentation every year. Each year students participate in a 'water school' to learn about water conservation. The students also participate in an art contest and the winners are presented with a certificate. Mayor Ogden asked Councillor MacDougall to call each student forward and he presented them with their certificates.

The winners were as follows:

January – Gavin Enright
February – Lachlyn Panela
March – Charlotte Roche
April – Grayson Higgins
May – Reed Miller
June – Noah Whitty
July – Sauyer Stewart
August – Maelle Gillan
September – Saraya Player
October – Elijah Tam
November – Lily McGuigan
December – Bella Neale

After all the certificates had been presented, a group photo was taken, and a small reception followed.

It was also noted that the calendar's with the student's art work will be available in September.

Mayor Ogden took a moment to recognized staff who were instrumental in putting together the water school this year.

5. ADOPTION OF THE MINUTES

It was moved by Councillor Derek Smith and seconded by Councillor Steve Gallant that the Regular Council Minutes of May 11, 2022, be approved as circulated. Motion Carried.

6. BUSINESS ARISING FROM THE MINUTES

Nil

7. PRESENTATIONS FROM THE FLOOR

Nil

8. MAYOR'S REPORT

The report was included in the agenda package for Council to review. Mayor Ogden briefly reviewed his report as follows:

- Was sad to hear of the passing of Harry James. Harry touched the lives of many and exemplified what it meant to be a great community resident and neighbour, enriching our whole town through his kindness and renowned Christmas light display
- Had the pleasure of meeting with the president of Cricket Canada and the Executive of the PEI Cricket Association at the kickoff event
- Along with CAO Crosby and Councillors Burridge and MacDougall – met with Premier Dennis King and Minister James Aylward to discuss Stratford issues and it was agreed that we would meet again in a few weeks

- Attended the PEI Immigration Partnership Annual Showcase which provided excellent information and analysis of current and emerging trends in PEI's newcomer communities
- Accepted an award on behalf of the Town at the Epekwitk Assembly of Councils 2022 Reconciliation Recognition Awards Ceremony
- Attended the 35th Annual Island Literary Awards and presented a Town of Stratford sponsored award to Jennifer Platts Fanning for her work 'Sanctuary Drift'

Mayor Ogden noted that Councillor Jill Burridge will now chair the Sustainability Committee and Councillor Darren MacDougall will become the new chair of the Planning, Development and Heritage Committee and these changes are effective immediately.

9. <u>CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT</u>

The CAO noted that the following meetings and Town business are some of the items that he dealt with during the month of May:

- Attended the Planning, Development, and Heritage Committee meeting
- Attended the Greater Charlottetown Area Chamber of Commerce President's Luncheon
- Attended a community campus site development meeting
- Attended the Stratford Urban Design Standards stakeholders meeting
- Met with the Public School Branch officials regarding the renewal of their lease agreement
- Met with PACE Atlantic regarding the financial part of the Switch Program
- Attended a community campus site development meeting
- Attended a Smoke Free Places Awareness meeting
- Attended a Housing Supply Challenge update meeting
- Met with representatives from the REACH Foundation
- Attended a community campus site development meeting
- Met with Premier King and other provincial representatives regarding Stratford projects and services
- Attended the CARI stakeholder's meeting

In addition to the above, prepared for discussions with the federal government regarding the RCMP retroactive pay, community campus plan, planning related matters including several potential developments, infrastructure projects and timelines, business park expansion, Bunbury Forest land acquisition, and staff HR related issues. Attended to other Town and Utility related business as required.

Councillor Gallant asked about the Switch Program, and the CAO replied that the program was so successful that we have used up all the capital funding. However, we are going to contact the FCM Green Municipal Fund to see if there is any further funding available. In the meantime, we do have some administrative funds available that can be used for home assessments.

10. SAFETY SERVICES

a) Report

The report was included in the agenda package for Council to review.
Councillor Smith noted that before he starts on his report he has a statement to make. He noted that from June 2 – 5 he was one of the Councillors who attended the Federation of Canadian Municipalities (FCM) Conference, which was held in Regina, Saskatchewan. I would like to report that I focused mainly on the Safety Services portfolio and in doing so, I spoke with Mayors and Councillors from across Canada. However, I did concentrate on communities that had populations similar to Stratford.

Policing – In addition to speaking with representatives of towns and communities, I attended a session at the RCMP depot and a high school which has police study courses for its students who are interested in a policing career. After talking with all the above, I believe that Stratford is well serviced by police at this point in time. I based this on the fact that other communities praised the Town on the service in place and the future needs for policing.

Fire Department – It appears that there are many communities across Canada that are serviced by volunteer firefighters. I did find some fire companies that have alternate revenue income that might well serve the Cross Roads Fire Company. This information will be passed on to the fire board for their follow-up. Once again, I had very favourable comments on the present standing of our fire services.

Transit – Over the past three years, we have been trying to increase our transit services in an attempt to have more ridership. I was informed by all small communities that they are facing the same problem. All stated that everyone wants transit services. However, very few riders are using it. The free ridership to our high school students is a program that will be looked at in other communities. In short, the capital area is facing the same problems as many other communities across Canada.

Some other things that I looked into are as follows:

FCM GREEN FUND

- There are many funding opportunities within the program that the Town could use in its growing needs
- I should point out that we might be able to get additional monies for our Switch/Pace Program.
- The FCM is willing to meet with the Town via Zoom for follow up dialog.

Other Things

I also made many inquiries about funding for the Town's active transportation system and will pass on my findings to the committee for the Town trails. Lastly, I wanted to inform the Council and the public that Councillor Gail MacDonald has been elected to the national board of the FCM. Councillor MacDonald has worked hard in her time on this Stratford Council, and in her new role she will most likely be able to help the Town at the national level. I personally wanted to thank Councillor MacDonald for taking on this role for our citizens.

b) Street Lights

No Report

c) RCMP Report

The report for the month of May was included in the agenda package. Councillor Smith noted that Corporal Lutley informed the committee of their priorities for the current fiscal year. They are based on traffic services, policing community relationships, organized crime, and the quality of investigations.

Corporal Lutley noted that every year they open new priorities within the district. The priorities are monitored quarterly by both our district commander and our commanding officer. Based on last year's results four new priorities were developed for the district including Stratford. The number one priority will be traffic safety. The focus will not only be on the Highway Act offences, but also on both alcohol and drug impaired driving. The number 2 priority will be policing community relations specifically interaction in the community such as going into senior's complexes and going into the schools, and visibility in the community. Priority number 3 will be organized crime with a focus on illegal drug activity and priority number 4 will be quality of investigations. This falls to supervisors to ensure that everything is well documented by the officers and that is monitored on a day to day basis.

Mayor Ogden asked if there would be anything available to the Town in regard to the priorities and Corporal Lutley replied that he could look at adding a section to the report on the policing community relations priority which is the interaction with the community.

d) Humane Society Report

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

e) Transit

The report for the month of May was included in the agenda package. Councillor Smith noted that the transit numbers are up quite a bit which is good news.

f) Cross Roads Fire Department

The report for the month of May was included in the agenda package. Also included in the package was a copy of the fire chief's report which Councillor Smith reviewed.

Chris Landry – Councillor Smith noted that Chris Landry who was a member of the Cross Roads Fire Company Board has decided to step aside as a board member. Chris was a driving force behind the health plan that is now in place for the fire company. Councillor Smith thanked Chris for his service and wished him the best in all of his future endeavours.

g) <u>Resolution SS003 – 2022 - Noise and Nuisance Bylaw Exemption, 34 Cardiff Lane</u>

Moved by Councillor Derek Smith
Seconded by Councillor Darren MacDougall

WHEREAS the residents of 34 Cardiff Lane are hosting a family wedding on July 23, 2022, on their property and have requested an exemption from the Noise and Nuisance Bylaw to allow the reception to continue until 1:00 a.m.

AND WHEREAS, pursuant to Section 5 of the Noise and Nuisance Bylaw, Council may approve an application for an exemption from any of the provisions of the bylaw.

BE IT RESOLVED that an exemption from the Noise and Nuisance Bylaw be hereby granted for a wedding and reception being held at 34 Cardiff Lane on July 23, 2022, until 1:00 a.m. on July 24, 2022.

Discussion: It was noted that the RCMP and Citizens on Patrol have been made aware of this event.

Councillor MacDonald asked if this resolution went to the Safety Services Committee and Councillor Smith replied that this came forward after the meeting. The CAO noted that in future we will ensure that they are brought to the committee before coming to Council.

Question: **CARRIED**

11. <u>RECREATION, CULTURE AND EVENTS</u>

a) Report

The report was included in the agenda package. The following is an overview of projects and items being worked on within the recreation department.

Recreation, Culture, and Events – the committee did not meet since the last Council meeting

Arts and Culture – the Arts and Culture Sub-committee had a special future arts and culture infrastructure session on May 12 with facilitator Stacey Evans.

The interactive public art piece for Pondside Park – the 'leap' by Stratford artist Gerald Beaulieu will be installed late summer 2022.

Arts and Culture Spring Programming – Spring 2022 adult art programming will be finishing up the middle of June for a break over July and August.

Events – the next Events Sub-committee meeting will be held on June 16, 2022. The committee is actively planning the Canada Day Celebrations in collaboration with the Diversity and Inclusion Sub-committee.

"A day in the life of Stratford" Photography Event Friday, July 1, 2022
For 24 hours people are asked to document a moment in the daily life of Stratford. Up to 10 JPEG photos can be submitted to tcraig@townofstratford.ca by July 4 or on the Facebook Event Page "A Day in the Life of Stratford" Photography Event @Town of Stratford PEI. Submitted photos will be on public display at the Town Centre front foyer for the summer months and be posted to the Town's social media Facebook: **Town of Stratford PEI**

Annual Volunteer of the Year Awards - the deadline for nominations closed on June 3, 2022. Nominations will be vetted through the Recreation, Culture, and Events Committee and then forwarded to Council for final consideration.

Stratford Youth Centre and Council – the community yard sale and flea market took place on the June 4th weekend. There were 19 registered properties for the yard sale and more than 50 tables for the flea market. They also had a second fundraiser – the Kick off Summer Raffle will be running until the draw date of June 21, 2022.

Programs – registration for the spring and summer programs is now open and registration numbers have been positive for all programs.

Parks and Sports Fields – the four Stratford ball fields are programmed to full capacity during prime time hours. Softball and baseball are using other regional fields to help support the required practice and game times.

Fullerton's multi-purpose shall operate at an increased level this summer. The field will see flag football, lacrosse, and soccer being played until September. Another positive to this will be more visitors to the multi-faceted Fullerton's Creek Conservation Park and they will get to experience the new natural playground and the 4 km's of trails.

Active Transportation – the Town has allocated a staff member to maintain the 35+ km's of the active transportation network within the community. The trail network continues to expand on an annual basis and has proven to be extremely well utilized throughout the year.

Councillors who attended the FCM Conference gave a brief overview of their experience at the conference.

Mayor Ogden took a moment to thank Councillor MacDonald for putting her name forward (and winning the seat) to sit on the Federation of Canadian Municipalities national board.

12. <u>FINANCE AND TECHNOLOGY</u>

a) Report was included in the agenda package for Council to review. Councillor MacDonald highlighted some items that staff is currently working on:

- Working on the Municipal Capital Expenditures Grant (MCEG) for capital purchases for year end 2022
- Working on closing out projects in the Asset Management module for year end March 31, 2022
- Attended training on the mapping component and link to Asset Management in Townsuite
- Working on year end audit file – auditors will be on site June 20, 2022
- Review of information for the revenue sharing meeting
- Working on tourism levy for the Town, presented to the Finance Committee and will also be going to the Sustainability Committee for their review
- Reviewing lease for photocopiers for the Town
- Department heads have been attending HR training
- Working with infrastructure on land sale from the Town to the business park
- Staff continues to be busy with day to day work.

Councillor MacDonald was happy to report that Kent Dean has joined our staff as our IT person.

It was also noted that the committee will meet later in June but does plan to take July and August off.

b) Financial Statements
Included in the agenda package for Council to review.

13. <u>PLANNING, DEVELOPMENT AND HERITAGE</u>

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

Deputy Mayor Clow noted that most of the items will come forward in the resolutions. He noted that the planning department is conducting research to update the home occupation section of the Town's Zoning and Development Bylaw. Our new town planner Dale McKeigan has prepared a document to help aid in the discussion of the home occupation section. He has gathered information from the bylaws from the City of Charlottetown, Town of Cornwall, Town of Wolfville, Dieppe, and the City of Fredericton. These bylaws were compared in a chart to help determine the types of home occupations that are permitted and the requirements to apply for such as structure type, number of employees and parking. Dale provided a questionnaire to the planning board to help determine each member's understanding of home occupation. The planning board reviewed questions such as are we generally satisfied with home occupation, do we need more flexibility to the types of home occupation, and are more permitted uses needed. There was a great discussion by the planning board. Dale is going to put together a report and Deputy Mayor Clow would like to have that report presented to the Committee of the Whole when completed.

Councillor Smith asked for an update on the golf simulator on Rosebank Road and the planning director replied that there is no further update at this time. He noted that it is part of the home occupation file that is being discussed.

b) Permit Summary
Included in the agenda package.

c) <u>Resolution PH021-2022 – Development Officer Appointment</u>

Moved by Councillor Darren MacDougall
Seconded by Deputy Mayor Gary Clow

WHEREAS Council hereby delegates the Chief Administrative Officer the power to appoint a Development Officer by resolution in accordance with Subsection 20(2) of the Planning Act, whose duties shall be as provided in the Zoning and Development Bylaw #45; and

WHEREAS a Development Officer shall have the authority to administer this the Zoning and Development Bylaw #45. Notwithstanding the foregoing, and unless otherwise stipulated, a Development Officer shall have the authority to approve or deny applications made in accordance with Bylaw # 45 in all areas except for the following:

a) Commercial developments that fall under Part 3 of the National Building Code;
b) Institutional developments that fall under Part 3 of the National Building Code;
c) Industrial developments;
d) Multiple family dwellings of greater than 18 units;

e) Special permit uses;
f) Conditional uses;
g) Variances of greater than 5% in accordance with the relevant provisions of this bylaw;
h) Preliminary approval of subdivisions of greater than five (5) Lots or where the extension of water mains, sewer mains or streets is required; and.
i) Bylaw amendments.

BE IT RESOLVED that Dale McKeigan, Town Planner with the Town of Stratford be appointed the authority as a Development Officer in accordance with the duties provided in the Zoning and Development Bylaw # 45.

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

d) Resolution PH022-2022 – DP084-22 The Gray Group – Concord Properties Ltd. – Corner of Jubilee Road and the TCH – Service Station

Moved by Councillor Darren MacDougall
Seconded by Deputy Mayor Gary Clow

WHEREAS an application has been received from The Gray Group (Concord Properties Inc.) to develop a commercial Service Station on a portion of parcel number 328039 (approx. 2.21 acres) located on the corner of the Trans-Canada Highway and Jubilee Drive; and

WHEREAS the property is located within the Town Centre Core Area and is zoned Town Centre Commercial Zone (TCC). The development proposal includes a 2000sq.ft. Convenience Store / Retail Gasoline outlet, an additional 2200sq.ft. adjoined commercial space with drive-thru and an additional future 3000sq.ft. free standing commercial building with a proposed double-lane drive-thru; and

WHEREAS in accordance with the Town of Stratford Zoning and Development Bylaw Section 13.4.3. this application is considered a Special Permitted Use and therefore 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.

BE IT RESOLVED that Council shall hold a public meeting on June 22, 2022, at 7:00 pm to allow the applicant to present the Development proposal to residents to obtain their input; and

BE IT FURTHER RESOLVED that Council shall also ensure that property owners within 61 m (200 ft.) of the subject property are notified in writing regarding the public meeting and asked to provide their comments.

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

Councillor Smith asked if this was going to a public meeting because he noticed that construction had started. The planning director replied that this resolution is proposing to go to a public meeting. He noted that a permit has been issued for the removal of non-structural fill and it is being replaced with structural fill under two commercial building pads. The planning director added that no building permits have been issued.

Councillor Gallant asked about traffic and the planning director replied that traffic information for the intersection was received today. He added that he anticipates there will be questions regarding traffic, and the developers will present their information at the public meeting. It was noted that there will be more detailed information provided at the public meeting.

Question: **CARRIED**

e) <u>Resolution PH023-2022 – DP111-22 – Island Montessori Academy – Institutional Addition – 41 Glen Stewart Drive</u>

Moved by Councillor Darren MacDougall
Seconded by Deputy Mayor Gary Clow

WHEREAS an application has been received from the Island Montessori Academy to construct a 5300sq.ft. expansion to their existing institutional building, on parcel number, 1007988 located at 41 Glen Stewart Drive; and

WHEREAS the Island Montessori Academy is expanding to become an Early Years Centre and the addition is to accommodate the existing before and after school program as well as the existing pre-k children program; and

WHEREAS the proposed development is located within the Town Centre Mixed Use Zone (TCMU) and therefore must be built in accordance with the Design Standards for the Core Area of the Town.

BE IT RESOLVED that Council grant approval to an application received from Island Montessori Academy to construct a 5300 sq. ft. expansion to their existing institutional building, on parcel number, 1007988 located at 41 Glen Stewart Drive subject to the following conditions:

1. Conformance with the proposed conceptual plans prepared by Nine Yard Studios, file no. 21070.

2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.

3. A detailed landscaping plan must be submitted by a qualified expert outlining the details and quantities of the materials to be used.

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 Smith noted that they are being proactive by putting in additional space.

Councillor MacDonald asked the planning director if our design standards for the core area are being followed and she also asked if there was a lot of discussion held at the planning board meeting. The planning director replied that there was a significant amount of discussion and that was because they are proposing that the new addition have a flat roof versus the existing building that has gable roof. It has to do with construction and the ability to get a new addition built to have it ready in time for September. The planning director noted that they didn't have the renderings (which were displayed on the overhead screen) when the planning board agenda package was originally sent out. However, when the meeting started the renderings did arrive, so they did get to see them before they had their discussion or made their recommendation. The renderings helped the board visualize the building better than the two dimensional line drawings and after discussions the planning board felt the roof was acceptable.

Councillor MacDonald asked if it was a modular building and the planning director replied that originally it was going to be a modular building, but due to time constraints it may be built on site.

Councillor MacDonald asked if they planned to leave it as two colour schemes and the planning director replied that the planning board did discuss it in detail. He also noted that he spoke with the architect and the architect felt that doing something of contract would actually compliment the design better. However, the final design has not yet been prepared. The planning director added that there will be matching colours on the foyer that is over the front door.

Councillor MacDonald asked the planning director to explain the time issue and the planning director noted that it is his understanding that if they don't get the addition, the existing pre-k, and the existing before and after school program, will no longer be available at this location. The planning director stated that there would be a number of families without those services, because they are changing to a provincially funded model as noted in the resolution.

Question: **CARRIED**

f) <u>Resolution PH024-2022 – SD019-21 – Chen Sun – Low Density Residential (R1) Subdivision – Mason Road</u>

Moved by Councillor Darren MacDougall
Seconded by Deputy Mayor Gary Clow

WHEREAS an application has been received from Chen Sun to subdivide parcel number 190066 (approx. 3.5ha or 8.74 acres in total area) into 28 lots located off the Mason Road within the Low-Density Residential Zone (R1); and

WHEREAS within the Low-Density Residential Zone (R1) a developer is permitted to have up to 20% of the units within the block to be Duplex, or Semi-detached as a conditional use with the remaining to be Single dwellings. The total area of the proposed subdivision is approximately 3.5ha (8.74 acres) and the developer is proposing 22 single dwelling lots and 6–2 unit semi-detached lots; and

WHEREAS with the proposed subdivision being a Conditional Use in the Low-Density Residential Zone (R1) letters were sent out to all adjacent property owners on March 14, 2022, and three responses was received back from adjacent property owners; and

WHEREAS in accordance with the Zoning and Development Bylaw #45, Section 4.9.2: When a dedication of land is not deemed to be appropriate or the exercising of the full ten percent (10%) conveyance is not appropriate, Council shall impose a Park dedication fee of up to 10% of the value of the lands being subdivided, which sum shall be specifically designated for the purchase, development, or maintenance of public parklands in the Town, and

WHEREAS in consultation with the PEI Taxation Department the assessed value of all lots within the subdivision have been calculated at $1,963,228 with a 50% discount applied to the developer of the subdivision leaving an overall assessed value of $981,614. Based on this the developer is now proposing a parkland dedication fee of $98,161, which represents 10% of the overall projected assessed value of the lots after final approval has been obtained.

BE IT RESOLVED that preliminary approval be granted to an application from Chen Sun to subdivide parcel number 190066 (approx. 3.5ha or 8.74 acres in total area) into 28 lots located off Mason Road within the Low-Density Residential Zone (R1) subject to the following conditions:

1. Conformance with the preliminary subdivision plan prepared by Mantha Land Surveys, Inc, Drawing M-21-193_final, file no. 2018-W-10, dated January 31, 2022, Revision 3 dated May 31, 2022.

2. That the proposed parkland shall be taken as a parkland dedication fee of $98,161, which represents 10% of the overall projected assessed value of the lots after final approval has been obtained. This excludes the 847m2 area designated for stormwater management.

3. That a stormwater management plan be designed by a licensed engineer using Low Impact Development guidelines approved by both DOTI and the Town of Stratford.

4. That the concept design must meet all the Department of Environment requirements and a plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.

5. That proposed public roads shall be designed in accordance with the provincial road standards of the P.E.I. Department of Transportation and Infrastructure, and that a subdivision road agreement shall be executed.

6. 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 Utility Corporation.

7. That the developer enters into an agreement with Canada Post and meets Canada Post's requirements for establishing Community Mailbox(s) in new subdivisions.

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

9. 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 Gallant felt it was great work done by all parties.

Councillor Smith asked if the $98,161 could be used for public art or benches and the planning director replied that it must be used for recreation uses. Councillor MacDonald asked if recreational purposes would include art since if falls under the Recreation Committee. The planning director read directly from the bylaw noting that section 49.2 states …. *which sum shall be specifically designated for the purchase development or maintenance of public parks in the Town.*

Councillor MacDonald noted that a few residents complained about drainage issues, and she asked if this issue was addressed. The planning director replied that it was addressed, and they didn't feel there would be any concerns.

Councillor Gallant asked if a public meeting was required and the planning director replied that a public meeting was not required, but it is required that letters be sent out to the neighbours who border the property, and the replies are included in the agenda package.

Councillor Smith asked if the right-of-way issue was solved, and the planning director replied that it is proposed that the former right-of-way will be deeded to the neighbour.

Question: **CARRIED**

g) <u>Resolution PH025-2022 – SD013-22 – Foxwoods Subdivision Revised Development Scheme</u>

Moved by Councillor Darren MacDougall
Seconded by Deputy Mayor Gary Clow

WHEREAS in May of 2017 Z & C Flourish International received preliminary approval to subdivide parcel number 398552 into 154 lots including 129 Single Dwelling lots and 25 Semi-Detached lots, for a total of 179 Units to be approved as a Sustainable Subdivision; and

WHEREAS early in 2019 the developers began the process to revise the original development scheme changing the number of units to 110 Single Dwelling lots and 47 semi-detached lots, for a total of 204 units. On August 29, 2019, an open house was held to present the proposed revisions to the Development Scheme; and

WHEREAS the original Sustainable Subdivision Scoring table has also been updated and is included for additional information.

BE IT RESOLVED that Council grant preliminary subdivision approval to an application received from Z&C Flourish International Inc. to revise the Foxwoods Subdivision Development Scheme on parcel number 398552, subject to the following conditions:

1. Conformance with the Development Scheme showing Lots 1 to 157 prepared by CBCL Limited, Drawing No. 01 (CBCL File Number 192623), Issued for Review dated May 10, 2022, including the lot requirements for this development.

2. That the proposed subdivision meets all other requirements of relevant Town of Stratford bylaws and policies except for the lot standards which are being approved as part of the development scheme. (See condition 1. above)

3. That a stormwater management plan be designed by a licensed engineer using Low Impact Development guidelines approved by both DOTI and the Town of Stratford.

4. That the proposed parkland areas, as shown on the Development Scheme, be deeded to the Town of Stratford as parkland dedication.

5. That the concept design must meet all the Department of Environment requirements and a plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.

6. That proposed public roads shall be designed in accordance with the provincial road standards of the P.E.I. Department of Transportation and Infrastructure 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 Utility Corporation.

8. That the developer makes an agreement with Canada Post and meets Canada Post's requirements for establishing Community Mailbox(s) in new subdivisions.

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

10. 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.

The planning director noted that this is the latest version of the development scheme, and it is a slight revision to what was presented in 2019 – particularly in the treed area. There was some concern from our environmental sustainability coordinator about the addition of lots in the treed area which could potentially lose some good, forested area, so they made some alterations and moved the lots out into the open field. The planning director noted that there is a summary of what changes were made and why they were made included in the agenda package.

Councillor MacDonald noted that there will be an additional 25 units with this new request, and she asked if the additional vehicles were taken into consideration. The planning director replied that it was reviewed by the Department of Transportation, and they didn't see any concerns with the addition.

Question: **CARRIED**

14. <u>INFRASTRUCTURE</u>

a) Report

The report was included in the package. Deputy Mayor Clow highlighted some of the items from the report as follows:

Keppoch Road Multi-Use Trail – the contractor has returned to the site to complete the landscaping and repairs and is scheduled to have the project finished by the end of the month.

Pondside Watershed Restoration – the Department of Transportation and Infrastructure (DOTI) has agreed to coordinate the replacement of the culvert crossing Keppoch Road at Kelly's Pond with the project work we are doing, as our consultant has identified the culvert needing replacement. DOTI has scheduled this in their budget for next year; therefore, the work in Kelly's Pond will be pushed to 2023 so the pond will only need to be drained once. We will proceed with enhancing the wetland, sediment trap, and Moore's Pond at the upper end of the watershed this construction season.

Addition of Hydrants in Core Area – a tender has been posted for the installation of 10 hydrants to be added to the water system along MacKinnon Drive and Glen Stewart Drive. This will provide proper hydrant spacing as recommended by the Fire Underwriters Survey organization.

Keppoch Road Sidewalk Replacement – a section of older, narrow sidewalk between Pondside Park and Woodland Drive, approximately 250 meters, will be replaced this year. A tender is being prepared and will be issued in the next few weeks.

Corish Pump Station Upgrades – we are working with the consultant to finalize the design details and will be issuing a tender in the next couple of weeks. The work will involve replacing the pumps in the station with larger capacity pumps, adding a generator for backup power supply and moving all electrical components into a secured enclosure.

New Water Reservoir - the consultant has confirmed the water model and final report, and the Duty to Consult process has now been started. The RFP for design services of the reservoir is being prepared.

Community Campus Site Servicing – the consultant continues to work on the design of the site servicing with anticipation to tender the work in July. We continue to meet with the Department of Transportation and Infrastructure to coordinate servicing for the new high school.

The infrastructure staff has been busy with the following:

- Grass cutting and planting
- Sports field maintenance, playground maintenance, building maintenance, and trails and side walk maintenance are all ongoing
- Bylaw complaints and investigations are ongoing
- Sewer lift station cleaning and jetting of some sewer laterals and manholes
- Water system sampling and maintenance is ongoing
- Water and sewer inspections and water turn-ons for new development is ongoing

During the month of May there were no major sewer or water emergencies. A leak in the 2” watermain on Elizabeth Crescent was discovered and repaired, and a leak in the 6” sewer forcemain on Mason Road was discovered and repaired. A repair was also completed on the sewer lateral at 47 Ducks Landing. A blockage had occurred in early March and was resolved at that time but could not be excavated for a full repair due to winter conditions.

15. COMMITTEE OF THE WHOLE

a) Resolution CW008-2022 – Housing Supply Challenge

Moved by Deputy Mayor Gary Clow
Seconded by Councillor Derek Smith

WHEREAS the Town of Stratford has demonstrated a commitment to "*build the best community possible;*" and

WHEREAS the Town of Stratford's vision includes the following, "Our vision is to become a sustainable community where the social needs of residents are taken care of…", and the mission reads "Our mission is to continually strive to find out what current and future residents and stakeholders need and want, and then deliver it;" and

WHEREAS the Town of Stratford was successful in Stage 1 of Canada Mortgage and Housing Corporation's (CMHC) Housing Supply Challenge and is now preparing to submit their application to continue onto the next stage which will see the proposal actioned and developed.

BE IT RESOLVED that the Town of Stratford Council express their support and commit future staff time and resources to the development of this project should the Town be successful in the next phase.

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

Councillor Smith asked if we are able to commit staff time and resources as noted in the resolutions, and the CAO replied that there is some substantial funding that comes with this project, so we would look at hiring some additional staff.

Question: **CARRIED**

b) Resolution CW009-2022 – Approval of the Election of Councillor Gail MacDonald to the Board of the Federation of Canadian Municipalities (FCM)

Moved by Deputy Mayor Gary Clow
Seconded by Councillor Derek Smith

WHEREAS the Federation of Canadian Municipalities (FCM) represents the interests of member municipalities on policy and program matters that fall within federal jurisdiction; and

WHEREAS FCM's Board of Directors is comprised of elected municipal officials from all regions and sizes of communities to form a broad base of support and provide FCM with the united voice required to carry the municipal message to the federal government; and

WHEREAS FCM's hybrid Annual Conference and Trade Show will be held June 2 to 5, 2022, during which time the Annual General Meeting will be held, followed by the election of FCM's Board of Directors.

BE IT RESOLVED that Council of the Town of Stratford Prince Edward Island endorse Councillor Gail MacDonald to stand for election on FCM's Board of Directors for the period starting in June 2022 and ending June 2023.

BE IT FURTHER RESOLVED that Council assumes all costs associated with Councillor MacDonald's attending FCM's Board of Directors meetings.

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

c) Resolution CW010-2022 – Election Bylaw – Bylaw 43-A Amendment – 1st Reading

Moved by Deputy Mayor Gary Clow
Seconded by Councillor Gail MacDonald

WHEREAS the chief electoral officer has gone through an exercise with all the municipalities who they work with to review their bylaws; and

WHEREAS after their review there are some changes identified as outlined in the attached document.

BE IT RESOLVED that the attached Elections Bylaw Amendment, Bylaw #43A, be hereby read and approved a first time.

Discussion: This resolution bears the recommendation of the Committee of the Whole.
Question: **CARRIED**

16. SUSTAINABILITY COMMITTEE

a) No Report

b) Resolution SC002-2022 – Switch Program Bylaw Amendment – 2nd Reading

Moved by Councillor Derek Smith
Seconded by Councillor Darren MacDougall

WHEREAS the Switch program currently has a requirement to register a lien on each property participating in the program; and

WHEREAS after careful review of section 162 subsection (4) of the Municipal Government Act (MGA) where it states: *All unpaid municipal utility charges and accrued interest, or other expenses or costs incurred by a municipality in relation to a property or levied on a property, constitute a lien on the real property in respect of which the service was provided, the expenditure was made, or the charge was levied, that has priority over every claim, privilege, or encumbrance of every person, except the Crown, against that property until payment in full is made;* and

WHEREAS by removing the requirement to register the lien on the property this provides less of a barrier for residents to participate in the program.

BE IT RESOLVED that the attached Bylaw # 52-A, a bylaw to amend the Switch Program Bylaw (Bylaw # 52), be hereby read and approved a second time.

Discussion: This resolution bears the recommendation of the Sustainability Committee and the Committee of the Whole.
Question: **CARRIED**

c) <u>Resolution SC003-2022 – Switch Program Amendment – Adoption</u>

Moved by Councillor Derek Smith
Seconded by Councillor Darren MacDougall

WHEREAS Council read and approved the Switch Program Bylaw Amendment for the first time on the April 13, 2022; and

WHEREAS Council read and approved the Switch Program Bylaw Amendment on May 11, 2022.

BE IT RESOLVED that attached Bylaw # 52A, a bylaw to amend the Switch Program Bylaw, be hereby adopted and that the Mayor and Chief Administrative Officer be authorized to affix their signatures and the corporate seal of the Town thereto and to be formally declared the said bylaw passed.

Discussion: Nil
Question: **CARRIED**

17. <u>ACCOUNTABILITY AND ENGAGEMENT</u>

The report was included in the agenda package for Council to review. Mayor Ogden noted that there was an internal briefing on the resident survey for Council and staff, and there will be a media release going out on the results.

18. <u>HUMAN RESOURCES</u>

Deputy Mayor Clow noted that there will be a meeting set for the end of June.

19. INQUIRIES BY MEMBERS OF COUNCIL

Councillor MacDonald noted that she very much enjoyed the FCM conference. The workshops and the trade shows were impressive, and it was a great chance to network with others. She added that she is proud to represent PEI on the national FCM board. It was noted that the 2023 FCM Conference will be held in Toronto.

20. OTHER COMMITTEES

a) Stratford Community Seniors

The report was included in the agenda package for Council to review. Included in the report were the following items:

- Spring maintenance is being completed
- Cutting Edge quote was successful for the gardening at the complex
- The final statements were received
- There was a fire alarm on May 29; however, there was no fire, but there was smoke from someone cooking
- Gerry and Kim met to review the capital items on the replacement plan to get work scheduled for this year
- We will be working on a tender to hire a firm to help with the new replacement plan as required by CMHC
- Don Chandler has retired as executive director for St. John House and his replacement is Allan Hughes.

b) Community Campus Implementation Committee

Jeannie gave a brief update on the school process noting that they are on schedule, and they plan to have the school ready by 2025.

21. APPOINTMENTS TO THE COMMITTEE

Nil

22. PROCLAMATIONS

Nil

23. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, the meeting adjourned at 7:00 p.m.

Mayor Steve Ogden	**Jeremy Crosby, CAO**