

REGULAR MONTHLY COUNCIL MEETING

June 9, 2021

Approved Minutes

DATE: June 9, 2021

TIME: 4:30 p.m. – 6:52 p.m.

PLACE: Council Chambers – Public Via Facebook Live

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

REGRETS: Nil

GUESTS: RCMP Representative Constable Sanders

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 who were viewing via social media, as well as those in attendance.

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.

Mayor Ogden wanted to take a moment to think about the horrific things that made the news in the last few days. One is the discovery of 215 graves of indigenous children that perished in residential schools due to neglect and taken from their home against their will. We want to acknowledge that this happened, and we want to look within ourselves to make sure nothing like this ever happens again.

The second thing was the horrific terrorist attack that took place on our muslim community in London Ontario. By attacking this community, they attack all of us because they are an integral part of our Canadian family. Again, look within yourself to try and consider how we can learn from this and do whatever we can to keep everyone in our community safe. The hatred that motivated this is really something we try to eradicate within our community, within our province, and within our country.

2. DECLARATIONS OF CONFLICT OF INTEREST

Councillor Jill Burridge declared conflict of interest on item 9. (g) – Noise and Nuisance Bylaw under Safety Services as it is family related.

Councillor Gail MacDonald declared a conflict of interest 12. (c) Resolution PH009 2021 Greg MacDonald Lot Size and Lot Frontage Variance Requested – 16 Barkley Avenue.

3. APPROVAL OF THE AGENDA

It was moved by Deputy Gary Clow and seconded by Councillor Gail MacDonald that the agenda be approved as circulated. Motion Carried.

4. ADOPTION OF THE MINUTES

It was moved by Councillor Jill Burridge and seconded by Councillor Steve Gallant that the Regular Meeting Minutes of May 12, 2021, and the Special Council meeting Minutes of May 26, 2021, be approved as circulated. Motion Carried.

5. BUSINESS ARISING

Nil

6. PRESENTATIONS FROM THE FLOOR

Nil

7. MAYOR'S REPORT

The report was included in the agenda package for Council to review. Mayor Ogden gave a brief overview of his report as follows:

- chaired two meetings of the Committee of the Whole and a Special Council meeting
- Together with Council, met with Minister James Aylward and Deputy Minister of Transportation and Infrastructure Darren Chaisson, to discuss the pressing need for more infrastructure funding in Stratford
- along with the Mayors of Charlottetown and Wolfville, Nova Scotia, MLA James Aylward, and the Honourable Lawrence MacAulay MP participated via Zoom in a media event to announce the new SWITCH Program which makes funding available to homeowners to improve energy efficiency
- participated as a witness in a Senate of Canada Committee hearing to consider amendments to the EI regulations to change it back to one zone
- attended the PEI Literary Awards and presented the second place poetry award
- was interviewed by journalist regarding new multi-use trail on Keppoch Road and also by another media person regarding online voting
- spoke with several residents to discuss various issues

Mayor Ogden took a moment to give a 'shout out' to resident Donna Gill who teaches at Charlottetown Rural High School and was recognized 'with excellence in teaching.'

Mayor Ogden also recognized Nicole Dairy who was recognized for her excellence in coaching by Hockey PEI and named as Hockey PEI's Coach of the Year nominee for a national award.

Mayor Ogden also mentioned former resident Kevin Elliot who won gold with the Canadian Hockey Team competing at the World Championship.

8. CHIEF ADMINISTRATIVE OFFICER (CAO)

The report was included in the agenda package for Council to review. The CAO highlighted a few items as follows:

- Negotiated agreements for the community campus lands to enable the re-zoning process to be completed in July
- Met with the Gray Group representatives regarding the Concord Properties Subdivision

Mayor Ogen noted that the CAO also made a presentation to the Federation of Canadian Municipalities (FCM), and it was well received. The CAO stated that he was pleased to be asked.

9. SAFETY SERVICES

a) Report

The report was included in the agenda package for Council to review. Councillor Smith stated that we are looking after the speed bumps which is a big issue in the Town. The active transportation across the bridge is being worked on and the crossing lights at the school area are also being worked on.

Councillor Burrridge asked about the policy for the speed bumps and Councillor Smith replied that it is a work in progress. He noted that there was a policy brought before the committee and they had some concerns and wanted some revisions made and those revisions were made. Councillor Smith stated that our biggest concern is when people want speed bumps that they do it with sound reasoning. He added that when a speed bump is going to be placed on a street, we want to know everyone's opinion on that street.

Councillor Burrridge asked how a resident would start the process if they wanted a permanent speed bump on their street. The infrastructure director replied that it would

be a different process because we will need more buy-in from the residents of the area for permanent bumps.

There is currently a waiting list, but we just received five new sets of speed humps, so the wait list is not too bad. The infrastructure director noted that we still want residents to call the RCMP directly if there is a speeding issue so they can get the information first hand.

Mayor Ogden noted that ideally we wouldn't have to rotate them. It would be nice if we had enough for all the problem areas. The infrastructure director noted that we are going to put a policy in place supporting permanent speed humps and the provincial traffic engineer is in support of this as well.

Mayor Ogden noted that a long term solution is something he has been advocating for a long time, and that would be a speed radar that could take a picture of the license and send out a ticket. Councillor Smith noted that when we get a request for a speed bump the first thing we do is put in our speed radar. The RCMP can also be notified of the date and time of the speeding. Councillor Smith stated that he took part in the FCM Conference recently, and they have something that goes on the streetlight that is the 'eyes' for the whole community – but that is the future.

b) Street Lights

No report

c) RCMP Report

The report for the month of May was included in the agenda package. Constable Sanders was in attendance to answer any questions. Councillor Smith noted that the report is now in a new format. Constable Sanders stated that the report is computer generated which frees up time for other things. He noted that it gives all the same information as the old report did – just in a different format. Constable Sanders noted that the summary report is missing this month, but he is not sure why.

There was some discussion on the reports, and Councillor Smith noted that there were 35 tickets written for the month and 9 warnings.

Councillor MacDonald noted that we have lost our month to month report, and she would like to see both the month to month and year to year go for three years and Constable Sanders stated that he can make that request.

Councillor Gallant asked if there was anything to update on the damage that was done to our bus stops and Councillor Smith replied that the investigation is ongoing so we can't comment on it at this time. Councillor Gallant asked if the Safety Services Committee could discuss the e-watch camera system as it would be very helpful. Mayor Ogden asked that this item be put on the Safety Services agenda.

Councillor Smith noted that we have a new Corporal – Corporal Mike Lutley. He is currently in the role of corporal in the RCMP, so it is not a promotional move. He will be moving from the Queens District to Stratford next week. Corporal Lutley is also a resident of the Town.

Mayor Ogden stated that Corporal Dudley has served us very well over his time here, and he asked that this message be conveyed to him, and also thanked Constable Sanders for all he does to keep us safe.

d) Humane Society Report

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

e) Transit

The report for the month of May was included in the agenda package for Council to review. Councillor Smith noted that there have been highs and lows during the pandemic. He noted that we are looking at an 'on demand' pilot project in September.

f) Cross Roads Fire Department

The report for the month of May was included in the agenda package. Councillor Smith noted that there were two structure fires, one appliance fire, a tree on a power line, and fuel leaking from a vehicle.

g) Resolution SS001 – Noise and Nuisance Bylaw Exemption – 156 Prospect Drive

Moved by Councillor Derek Smith

Seconded by Deputy Mayor Gary Clow

WHEREAS the residents of 156 Prospect Drive are hosting a family wedding on August 21, 2021, 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 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 156 Prospect Drive on August 21, 2021, until 1:00 a.m. on August 22, 2021.

Discussion: Deputy Mayor Clow stated that they are neighbours of his and they are very good neighbours, and he has no issue with this resolution. He added that they did everything that was required.

Councillor MacDonald asked if they went door to door to speak to the neighbours and Deputy Mayor Clow replied that they did and they also contacted the RCMP.

Question: **CARRIED**

10. RECREATION, CULTURE AND EVENTS

a) Report

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

Events – The Town of Stratford is looking forward to Canada Day. With a full year of Covid restrictions, it is great to have events such as Canada Day that can bring the community together to celebrate. Stratford will once again be mindful of the Chief Public Health Officer's (CPHO) restrictions but will offer a variety of activities to celebrate this great country. There will be a motorcade for Canada Day and there was some discussion on how that will work.

Stratford Youth Centre and Council – Due to Covid restrictions, registration limits were placed upon the Youth Centre programs this season. Registrations were limited to 60 youth, with 20 in each of the age group. After Covid restrictions are lifted recruitment of more members will occur and registration capacities will be greatly increased.

- Youth Centre members completed a roadside clean up along Bunbury Road in May. They have also been focusing on cleaning Cotton Park trails and beach.
- Youth Centre will be maintaining a garden plot in the community gardens and will be donating any food harvested from the plot.

Courts and Sports Fields – With spring coming early this year there has been added demand for access to the sport fields and courts. Early indication from the minor sport groups is that membership numbers are increasing, thus placing greater time constraints on our fields and courts. The various minor sport organizations have done a great job of managing within the existing constraints to ensure that field use is maximized.

The Keppoch soccer field will be turned into a U11 (mini) soccer field width wise, keeping Keppoch as a senior sized field for practices and recreational play. The business park soccer fields will be relocated to the former U11 field to provide an improved playing surface.

Programs – Summer program registration is now open and some of the programs included:

- Intro to Sports 3 year old group and 4 and 5 year old group
 - Tuesday and Thursday maximum capacity is 20 per group
- Intro to Sports
 - operating this program twice a week to accommodate more participants
- U4 Soccer
- Summer Camp
 - registration is now open with enrollments currently ranging from 14 – 24 per respective week

b) Resolution RC001-2021 Bylaw #39 – Fees Bylaw – Recreation, Culture, and Events Rate Increases

Moved by Councillor Steve Gallant

Seconded by Councillor Darren MacDougall

WHEREAS the Town of Stratford strives to foster an environment that promotes creativity, boldness, and the pursuit of excellence in recreation and cultural experiences, public access to those experiences. The municipality recognizes that recreation, culture, and events contribute to the quality of life of its citizens. Further, it understands that a strong and vibrant cultural environment promotes a shared sense of identity; and

WHEREAS the cost to provide and deliver respectable facilities, amenities and programs has increased; and

WHEREAS recreation and arts programs shall see an increase to:

- \$25.00 per session if once per week • \$35.00 per session if twice per week • \$45.00 per session if three times per week; and

WHEREAS Summer Camp be increased to \$145.00 per week and \$1200 for the summer; and

WHEREAS summer recreation programs shall increase to \$65.00 per session; and

WHEREAS the Athlete Levy be equitably allocated at \$10.00 per athlete across all sports.

BE IT RESOLVED that revised Schedule A of the Fees Bylaw, Bylaw #39, be hereby approved.

Discussion: This resolution bears the recommendation of the Recreation, Culture, and Events Committee.

The recreation director noted that they went through an exercise, and it was determined that an increase was warranted due to increase in costs and inflation. Our rates are still very comparable to other places.

Councillor Burrige asked if there are multiple children in a family is there a family rate and the recreation director replied that is not something we currently have, but we could look into it.

Question: **CARRIED**

11. FINANCE AND TECHNOLOGY

- a) The report was included in the agenda package for Council to review. Councillor MacDonald highlighted the following from the report:

- year-end files for the auditors.
- draft statements are being sent to the Committee of the Whole meeting for the Seniors complex
- working on training in recreation, planning, and TCA training in Townsuite
- reviewing the water supply and sewer treatment charges for new development
- working on an insurance tender
- worked on resolution for delegation of authority to CAO
- working on revamping long range forecast model
- inputting information into the new Asset Management module
- busy with getting summer staff and seasonal staff set up in payroll
- busy with day to day work
- Staff is reviewing the records management requirements; and
- Staff is doing a clean out of file storage room to make room for new files.

a) **Financial Statements**

Included in the agenda package. Councillor MacDonald briefly reviewed the statements noting that revenue is down 3.4% and expenses are down 6.1%.

b) **Resolution FT008-2021 Stratford Seniors Complex Furniture Fund**

Moved by Councillor Gail MacDonald

Seconded by Deputy Mayor Clow

WHEREAS a request was received from the Stratford Seniors Complex for funding towards furniture for their common area room for the tenants of the building to use; and

WHEREAS due to Covid restrictions, the Stratford Seniors Complex has been unable to do fundraising activities – they are asking the Town of Stratford to donate \$600 toward the purchase of this new furniture.

BE IT RESOLVED that \$600 be donated to the Stratford Seniors Complex for the purchase of furniture for the common area room.

Discussion: This resolution bears the recommendation of the Finance and Technology Committee.

Question: **CARRIED**

c) **Resolution FT009-2021 MGA Section 156 (5) Authority to CAO**

Moved by Councillor Gail MacDonald

Seconded by Councillor Derek Smith

WHEREAS the Municipal Government Act (MGA) requires the Mayor and the CAO to sign all contracts and agreements; and:

WHEREAS based on MGA Act Section 156-5 council may by resolution authorize the chief administrative officer alone to sign contracts and agreements if

- (a) the value of the contract or agreement does not exceed \$25,000; and
- (b) the chief administrative officer (CAO) tables a written summary of the nature and, value of the contract or agreement at the next meeting of council; and

WHEREAS there are many agreements for small matters that in theory are to be signed by the Mayor and CAO that from an operational standpoint it would be more efficient for the CAO to be able to sign these contracts and agreements that are under \$25,000 and keep a list to present to council each month; and

WHEREAS the CAO and staff are familiar with the agreements and have the background in managing these files on behalf of the municipality, the CAO should be given the authority to sign on contracts and agreements not exceeding \$25,000 as part of the day to day running of the organization.

BE IT RESOLVED that the CAO be given authorization, as per section 156(5) of the MGA, to sign alone contracts and agreements not exceeding \$25,000, subject the requirement will submit a written summary of the nature and value of contract at the next meeting of the council.

Discussion: This resolution bears the recommendation of the Finance and Technology Committee.

Councillor Gail MacDonald noted that The Municipal Government Act (MGA) allows this, but it must be done by a resolution of Council. The purpose is to make things more efficient, but the cheques will still need to be signed by two people.

Question: **CARRIED**

12. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

Included in the package for Council to review. Councillor Burrridge noted that she has a number of resolutions which cover most of what was discussed. She did note that they were not able to start the community campus rezoning conversation at the meeting because technically it was to be effective June 1, 2021.

b) Permit Summary

Included in the agenda package for Council to review. Councillor Burrridge briefly reviewed the permit summary. She noted that the turnaround time for permits may be a little longer than usual as the department is quite busy.

c) PH009- 2021 – (VA002-21) Greg MacDougall Lot Size and Lot Frontage Variance Request – 16 Barkley Avenue

Moved by Councillor Jill Burrridge

Seconded by Councillor Darren MacDougall

WHEREAS an application has been received from Greg MacDougall for a lot size and lot frontage variance to parcel number 328609, located on 16 Barkley Avenue for the purpose of constructing a two unit semi-detached dwelling; and

WHEREAS the lot size variance request is for 2168 sq.ft. (or 22%), for a two-unit semi - detached dwelling located within the Medium Density Residential Zone (R2). The applicant is seeking a lot size variance from 9800 sq.ft. to 7632 sq.ft; and

WHEREAS the minimum lot frontage variance request is for 10 ft (or 10%) for a two-unit semi -detached dwelling located within the Medium Density Residential Zone (R2). The applicant is seeking a lot frontage variance from 100 ft. to 90 ft; and

WHEREAS pursuant to section 6.1.1, Council may authorize variances in excess of ten (10%) percent from the provisions of the Bylaw, if Council deems such a variance is desirable and appropriate and if such a variance is in keeping with the general intent and purpose of the Bylaw; and

WHEREAS on May 14, 2021, sixteen (16) notification letters were sent to property owners who own parcel(s) of land which are located (in whole or in part) within sixty meters (200

feet) from any lot line of the parcel being proposed for variance. One written comment was received after the deadline in opposition of the two variance requests; and

BE IT RESOLVED that Council grant approval to an application received from Greg MacDougall for a lot size variance of 2168 sq.ft. (or 22%), for a two-unit semi-detached dwelling on parcel number 328609, located at 16 Barkley Avenue within the Medium Density Residential Zone (R2); and

BE IT FURTHERRESOLVED that Council grant approval to an application received from Greg MacDougall for a minimum lot frontage variance request of 10 ft (or 10%) for a two-unit semi-detached dwelling on parcel number 328609, located at 16 Barkley Avenue located within the Medium Density Residential Zone (R2).

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

Councillor Smith noted that we have a request for a 22% variance and another for 10% and the planning director replied that they are for two separate variances. One is for the lot size and the other is on the lot frontage.

The planning director displayed a proposed site plan showing how the semi-detached could fit on the lot and still meet the sideyard requirements. One item that became a discussion point at planning board was the sideyard setbacks for a semi-detached unit is 12 feet and the setback for a single dwelling is only 8 feet. A semi-detached is required to be further away from an adjacent property owner. There was a concern sent in that we added to our planning board agenda package – although it was passed the deadline, we felt it was best to include it. There were concerns raised and one of those concerns was traffic. The planning director noted that he reached out to the Department of Transportation and Infrastructure and received some information from them which he then proceeded to read into the record – *the difference between a single detached home in accordance with the Transportation Association of Canada Manual estimates that a single family detached home will generate an average of 9.57 trips per day on a weekday, and for a townhouse it gives an average of 5.81 trip generations per dwelling unit on a weekday. So, this would equate to 11.6 for a two unit building per weekday.*

The planning director noted that he had a subsequent email, although he doesn't have it with him, that said it would be a 2% increase for traffic and he felt that would be manageable and it was discussed at planning board.

Councillor Burridge noted that another thing that came up at planning board was whether or not there were other semi-detached dwellings within the area and if it would change the character of the neighbourhood. The planning director went through and identified at least two other semi-detached dwellings, so that tells us there are existing semi-detached dwellings on this street. The planning director noted that the zone is R2 and semi-detached dwellings are allowed and have been established on the street. The question is – is this lot size sufficient with this proposed variance to have a semi-detached dwelling on it.

Deputy Mayor Clow stated that he has some concerns. Once again we have an individual buying a single family lot and turning it into a duplex. When you buy a single family lot is it a different price. If it was zoned duplex would the price be higher – he is not sure. Deputy Mayor Clow felt that the variance was too much for that property; he felt that it crowds the property. We have someone buying a single family lot and making it a double and he doesn't support the resolution.

Question: **CARRIED (2 Against – Deputy Mayor Clow and Councillor Derek Smith)**

d) Resolution PH010 (RZ-001-21) Reddin Meadows Zoning Request R1 to PURD Stratford Road

Moved by Councillor Jill Burridge

Seconded by Councillor Darren MacDougall

WHEREAS an application has been received from Reddin Meadows to rezone parcel numbers 1061175, 1061167 and 329011, (approx. 14.01 acres in total) from the Low-Density Residential Zone (R1) to the Planned Unit Residential Development Zone (PURD); and

WHEREAS a detailed rezoning concept plan has been prepared by Rob LeBlanc of Fathom Studios; and

WHEREAS an updated Traffic Impact Study has been conducted; and

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

BE IT RESOLVED that a public meeting be scheduled to solicit input from residents on an application to rezone parcel numbers 1061175, 1061167 and 329011, (approx. 14.01

acres in total) from the Low-Density Residential Zone (R1) to the Planned Unit Residential Development Zone (PURD) on June 23, 2021.

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

Councillor Burrridge noted that this resolution is only a request for a public meeting for public consultation. She added that it is Reddin Meadows coming back with a new design, and they have taken into account a lot of the comments that were received. It was noted that a lot of the traffic has been redirected and that was a big concern in the last application. Councillor Burrridge noted that the next two resolutions are also about public consultation.

The planning director felt that everyone was familiar with the site, and he displayed the new development scheme on the overhead and highlighted the changes. He noted that on the previous plan there were going to be 58 units serviced through Reddin Heights and 18 off of the Stratford Road. There will now only be 11 units accessed off of Reddin Heights and 73 units accessed off of the Stratford Road. The Parkland dedication has also changed and on the new proposed development scheme it is 2.1 acres. There is an active transportation connection, but they are calling it an emergency fire exit. The planning director noted that based on regulations there does not need to be a second access unless you are above 100 units. Emergency vehicles could use the active transportation connection if the main road was blocked for some reason. There are less lots backing up to Millennium Drive (9) whereas before there were 14 in the previous concept. The planning director stated that he believes that the developer is trying to revise the plan to take in the comments and concerns that were raised last year.

Deputy Mayor Clow asked why the parking lots for the ones going out on Stratford Road are on the front and the planning director replied that they are town houses and all the town house lots are usually in the front. Deputy Mayor Clow asked if they could be reversed as they would look better. However, the planning director noted that it is quite common for town houses to have their parking in front.

Councillor Smith noted that the traffic development study is quite lengthy, and he asked if the developer was going to cut back on it and the planning

director replied that there is an executive summary that is only two pages long that summarizes the findings.

Councillor Smith asked where the meeting is going to be held and how many people will be able to attend. The planning director replied that the meeting will be held at the Stratford Emergency Services Building; but he didn't have the latest numbers at hand for the attendance. However, is based it on 50 because that was what was approved last year. We will ask people to register if they wish to attend in person, as there will be multiple agenda items that night. The meeting will be videoed and posted live and there will be time after the public meeting for people to provide their comments. It was noted that there will be an hour and a half allowed for this particular item. Residents will receive a letter which will include plans and the time period for them to sign up to attend.

Councillor MacDonald asked how they would cross the active transportation trail and the planning director replied that one thing that was discussed was the possibility of a speed table drawn into the design. It is a wider speed bump that has a crosswalk on the surface of it and people have to slow down to cross it and it makes the crosswalk more visible.

Councillor MacDonald asked if there were more town houses in this plan than the previous plan and the planning director replied that there are more units in total. Councillor Burrridge noted that there are 84 units total in the proposed plan and there were 76 in the last plan.

Councillor MacDonald asked if this resolution passes when will the residents be notified as she was concerned about the mail delivery and felt that we should also get it on our webpage. The planning director stated that the letters are drafted and will go out before the end of the week.

Question: **CARRIED**

e) Resolution PH011 – 2021 – (BA002 – 2021) Leslie Hilton Home Occupation Text Amendment Request

**Moved by Councillor Jill Burrridge
Seconded by Deputy Mayor Clow**

WHEREAS an application has been received from Lesli Hilton of 53 Marion Drive for an amendment to the Town of Stratford Zoning and Development Bylaw #45 to allow for a home occupation in a semi-detached dwelling. Currently, a home occupation is only allowed in a single dwelling; and

WHEREAS Ms. Hilton has filed a formal Request for Decision to Council to consider amending the bylaw to allow for this type of use within a semi-detached dwelling; and

WHEREAS pursuant to the Provincial Planning Act and Section 3 of the Town of Stratford Zoning and Development Bylaw, Council must hold a Public Meeting in order to receive comments from the public on the proposed application.

BE IT RESOLVED that a public meeting be scheduled to solicit input from residents on an application that has been received from Lesli Hilton of 53 Marion Drive for an amendment to the Town of Stratford Zoning and Development Bylaw #45 to allow for a home occupation in a semi-detached dwelling to be held on June 23, 2021.

Discussion: It was noted that this resolution bears the recommendation of the Planning, Development, and Heritage Committee.

Councillor Burrridge noted that this resolution is for a public meeting to receive feedback from residents on allowing home occupation in a semi-detached dwelling. She noted that we will be looking for feedback from the entire Town because it is not specific to one location. It will go in the newspaper and all of our social media including our webpage.

Councillor MacDonald stated that this will concern every duplex owner in Stratford and the planning director added that it will also concern all the neighbours around them.

The planning director noted that planning board discussed the actual amendment and wanted to be sure it was clear for people to understand what is being proposed. There was also some discussion at planning board of whether or not we should be looking at town houses and apartments, and we think it is worth looking at, but it will require a significant amount of research and we told planning board we would defer it until our next full bylaw review, or until we have the resources to research it. The current application only deals with semi-detached dwellings. Because each semi-detached dwelling has a side yard, we felt it would be easier for them to accommodate additional parking as required for a home occupation versus an interior unit of a town house or an apartment building.

Councillor MacDonald asked if all home occupations are included in this request and the planning director replied that yes, all home occupations are included. The planning director read the section of the bylaw pertaining to home occupations as follows:

The following types of occupations or businesses shall be permitted in a Home Occupation: Professional Offices; Occupations and businesses that create and/or offer for sale arts and crafts, weavings, paintings, and sculptures; Occupations and businesses that repair garden or household ornaments, personal effects, clothing, or toys; Hairdressing salon or barbershop; and Photography studio.

The planning director noted that when you make a list it is never all inclusive, so if there is something not on the list we take it to planning board and to Council to ask for their determination on whether they feel it fits as a home occupation.

Councillor Smith noted that the history of this request is that the applicant made the request because of Covid – something we could not foresee happening. The applicant has identified a problem within the Town in regard to duplexes. Councillor Smith acknowledged the applicant for bringing this to our attention.

Councillor MacDonald asked how much time would be allocated for this portion of the meeting and the planning director replied 30 minutes.

Deputy Mayor Clow asked if we could check with Charlottetown before the meeting to see how it is working for them and the planning director replied that he could speak with the staff in Charlottetown. Councillor MacDonald added that we could find out how many complaints they receive.

Councillor Gallant felt that half an hour would not be enough time for residents to have their say. The planning director noted that we will not cut anyone off, so if it happens to take an hour the next one will start a half an hour later.

For clarification, Mayor Ogden noted that the vote is whether or not to allow a public meeting on the proposed bylaw amendment.

Question:

CARRIED

f) **Resolution PH012 – 2021 – Community Campus Proposed Amendments**

Moved by Councillor Jill Burridge

Seconded by Deputy Mayor Clow

WHEREAS applications have been received from SJ Murphy Planning and Consulting on behalf of the Town of Stratford, Ian Dalton, 101523 PEI Inc, Paul and Robert Farquharson, and Jane Farquharson and Doug Crossman for amendments to the Town of Stratford Official Plan and the Zoning and Development Bylaw #45; and

WHEREAS the proposed amendments will allow for the development of the proposed Community Campus, future residential development, as well as additional industrial development adjacent to the Business Park; and

WHEREAS some of the subject area was previously located within Town boundaries, resulting in a request for changes in designation and zoning for those portions, while other portions have recently been annexed into the Town, requiring a process to assign new designations and new zoning; and

WHEREAS the requested changes relating to the Community Campus properties also necessitate a minor textual amendment to both the Official Plan and Bylaw to accommodate the potential range of proposed uses, including restaurants and lounges as secondary uses in the Public Service Institutional zone; and

WHEREAS the details of the proposed amendments are as follows: (the attached map is for clarity):

- **Portion of PID 608141 (parcel I – middle yellow section) - re-designation and rezoning:** This section involves a request to be re-designated as Institutional and rezoned PSI- Public Service Institutional. It is currently designated Agricultural and zoned Agricultural Reserve (A1). It is associated with the proposed Community Campus.
- **Portion of PID 608141 (parcel II – right yellow section) - new designation and new zoning:** This section is to be designated as Institutional and zoned PSI- Public Service Institutional. This portion of PID 608141 has been annexed into the Town and is associated with the proposed Community Campus.
- **Portion of PID 608141 (parcel III – dark grey) - new designation and new zoning:** This section is to be designated as Industrial and zoned as M1 – Industrial. It is a portion of PID 608141 that has been annexed into the Town. **The lower sections of PID 1086107 and 608141** (shown together as light grey) would retain the existing Industrial

designation and M1 zoning. This abuts an existing M1 zone and would be part of an expansion of the industrial area.

- **Portion of PID 1086107 (parcel IV- left yellow section) – re-designation and rezoning:** This portion to be re-designated as Institutional and rezoned PSI- Public Service Institutional. It is currently designated Agricultural and zoned as Agricultural Reserve (A1). It is associated with the proposed Community Campus.
- **Portions of 608141 (parcel V- dark green) – new designation and new zoning:** This portion of PID 608141 to be designated as Residential and zoned R1- Low Density Residential to permit future residential development. This portion of PID 608141 has been annexed into the Town.
- **Portion of PID 1086107 (parcel VI – dark green), and PID 190041 (parcel VII – light green) – re-designation and rezoning:** This portion of PID 1086107 and all of PID 190041 to be re-designated as Residential and re-zoned R1- Low Density Residential to permit future residential development on PID 1086107. There is an existing dwelling on PID 190041.
- **PID 814095 (orange) - new designation and new zoning:** This parcel to be designated as Residential and zoned R1- Low Density Residential. It has been annexed into the Town and has an existing residential structure on it.
- **Subsection 7.2(9) of the Official Plan** to be amended to include a new clause b) “Permit restaurants and lounges and other ancillary uses associated with recreation and institutional uses.”
- **Section 17.3 of the Development Bylaw** to be amended to include “xii. Restaurants and Lounges Accessory to the Main Use” in the list of permitted uses in subsection 17.3.2.; and

WHEREAS a detailed Traffic Impact Study is being been conducted; and

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

BE IT RESOLVED that a public meeting be scheduled to solicit input from residents on applications received from SJ Murphy Planning and Consulting on behalf of the Town of Stratford, Ian Dalton, 101523 PEI Inc, Paul and Robert Farquharson, and Jane Farquharson and Doug Crossman for amendments to the Town of Stratford Official Plan and the Zoning and Development Bylaw #45 to be held on June 23, 2021.

Discussion: Councillor Smith referred to the last paragraph section 17.3 and the way it was read, it sounds like it is going to include seven restaurants and lounges.

However, it was noted that it just means that restaurants and lounges will be permitted uses in the list of permitted uses in subsection 17.3.2.

Mayor Ogden noted that this is for a public meeting to receive input on the rezoning of the property that we purchased, to allow residential development around the new school and recreational area complex.

The planning director noted that he received an email today from the consultant and when the annexation process took place for portions of this land to be annexed to the Town, it also has a special planning area that has separate legislation through the province and is also required to be amended. The province has been working on it and we were hoping that it was going to be done prior, but we are still unsure of the timing. The planning director suggested that a paragraph be added back into the resolution that was omitted because we thought the legislation would be amended. It is a potential that we have to consider.

Amendment Potential: The Official Plan may also require amendments to create policies for the two recently annexed properties about limiting un-serviced development and protecting agricultural and resource lands outside the Town by promoting the development of serviced and more compact development within the Town's boundaries.

It was moved by Deputy Mayor Gary Clow and seconded by Councillor Gail MacDonald that the above noted amendment be added as a bullet point to the resolution. **CARRIED**

Question: **CARRIED with amendment**

13. INFRASTRUCTURE

a) Report

Deputy Mayor Clow noted that the committee met on May 17, 2021, and the minutes are included in the agenda package.

Wastewater Collection System to the Charlottetown Pollution Control Plant – the results of the testing of the sludge in the cells, as well as in the geotube bags, came back from the laboratory and the Department of Environment, Energy, and Climate Action has informed us that the material meets their classification of exceptional quality. This means there are less restrictions when considering options for disposal of the material. Staff is in discussions with a local farmer who has shown interest in the biosolids material. Once the plans are finalized for its removal, the contractor will return to complete the

decommissioning of the remaining infrastructure on the site, and the infilling of the lagoon cells.

Inflow and Infiltration Reduction Strategy – we continue to monitor and assess the sanitary sewer collection system to identify any areas requiring repair that will reduce the amount of surface and groundwater entering the collection system. The utility department is reviewing options for pipe replacement work to be completed this year. We are considering using a trenchless technology for the repair called cured-in-place-pipe lining. The work is essentially completed by accessing the pipe through the manholes and therefore, minimizing inconvenience and disruption to the travelling public.

Investing in Canada Infrastructure Program Update

- Sewer Lift Station Upgrades – the department is working through options with Coles to determine what the first phase of the work will entail. Consideration is being given to either replace the station as phase 1 or begin installing new forcemain to redirect the flow to the trunk main as phase 1. The decision will be made by the department, and direction given to proceed with the design in the next couple of weeks.
- Water Station Upgrades – the contractor has completed the upgrades to the wells and pipework and is working on chlorination and sampling of the work to ensure no bacteria is present before the station is put back into operation.
- The six applications that have been submitted for funding this year are being looked at by the Infrastructure Secretariat. We have been asked some questions on three of the applications. There has been no indication yet on whether any of our submissions are being recommended for approval.

Provincial Active Transportation Fund – Landmark was prepared to begin construction of the Keppoch Road multi-purpose path project this month; however, there are buried Bell Aliant cables within the project limits that need to be protected and may cause a delay. A solution is being worked out with Bell Aliant, and construction will begin as soon as possible.

The horticulturist position, which is a 34 week permanent part time position, has been filled. We are pleased to have Heidi Wood join the infrastructure department. We are also pleased to welcome back our assistant gardener Rosemary Laybolt for another season.

The infrastructure staff has been busy working on trails, grass cutting, landscape repairs, bylaw complaints, setting up speed humps, sewer pump station cleaning and water valve exercising, and repairs of misaligned or broken water valve boxes.

During the month of May there were no major issues with our water distribution or wastewater collection system.

Councillor Smith asked if there were any calls coming in about odours and it was noted it is a lot better this year than it was last year.

14. COMMITTEE OF THE WHOLE

a) Resolution CW007-2021 Time Change for Council Meeting and Committee of The Whole Meetings for the Summer Months

**Moved by Councillor Gail MacDonald
Seconded By Steve Gallant**

WHEREAS it is the practice of the Town to hold Council Meetings and Committee of the Whole meetings earlier during the summer months.

BE IT RESOLVED that the Town Council Meetings and Committee of the Whole Meetings for the months of July, August, and September, be held at 4:00 p.m. Regular meeting hours will resume in October.

Discussion: None

Question: **CARRIED**

b) Resolution CW008-2021 Electronic Voting for the next Municipal Election

**Moved by Councillor Gail MacDonald
Seconded by Jill Burridge**

WHEREAS Elections PEI conducts the municipal election on behalf of Charlottetown, Summerside, Stratford, Three Rivers and Cornwall; and

WHEREAS the municipalities are interested in including an on-line voting option in order to increase voter options and turnout, particularly among the younger voters who have not been as engaged historically; and

WHEREAS the number of advance polls was three in the last municipal election, which can be reduced because all electors will have an electronic voting option.

BE IT RESOLVED that the next Municipal Election, to be held in the fall of 2022, include an electronic voting option and two advance poll days.

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

Question: **CARRIED**

15. SUSTAINABILITY COMMITTEE

Report was included in the agenda package for Council to review. Councillor MacDougall gave a brief overview of his report. He noted that the Maritime Electric solar farm was an item that was on the agenda for discussion. The Town was approached by Maritime Electric along with a number of other municipalities, regarding an idea of building a utility scale solar farm that would be owned by the communities with a small ownership by Maritime Electric. After a lengthy discussion, the CAO suggested going to PACE Atlantic and have them do their own independent estimates for us.

The committee discussed the SWITCH Program Policy and made a recommendation that it go to Council for approval.

The tree program and the water school were also discussed. It was noted that more than 200 students attended the water school.

Our intern Abhishek did a wonderful job on CBC reporting on the internship program with the Town. The purpose of the internship was to look at areas that we could mitigate climate change effects on our pumping stations and our wastewater management. The internship will conclude at the end of June. Councillor MacDougall wished Abhishek well in all his future endeavours.

Mayor Ogden also wanted to extend his good wishes to Abhishek, as he was a great asset to the Town. He has gathered a lot of information that we will use in the future to help us make decisions.

Councillor Smith noted that he asked a question at the Virtual FCM Conference about the SWITCH Program, as the federal government is going to implement a similar program, and he was told that the money could be used for many different programs if the SWITCH Program doesn't work out.

Councillor Burridge noted that the Stratford and Area Watershed Improvement Group (SAWIG) had their membership drive on Sunday, June 6 and she missed it this year. She noted that she usually joins every year by purchasing a family membership for \$20 and you receive five trees. The community and business engagement manager noted that they plan on having a second membership drive, but she doesn't know if they have set the date yet. Councillor Burridge encouraged others to support the membership drive.

Councillor Smith suggested that he would like to see a sign identifying the businesses that are located in the business park. Mayor Ogden asked that this item be put on the agenda for the next meeting of the Stratford Business Park.

Councillor MacDougall left the meeting at this time.

16. ACCOUNTABILITY AND ENGAGEMENT

- a) Report included in the agenda package for Council to review. Mayor Ogden noted that the performance indicators were reviewed , and we hope to have a full report to present to Council in the very near future. The new Request for Decision was also discussed, and we hope it will allow tracking for the requests we receive from residents, as well as make the process more streamlined.

17. HUMAN RESOURCES

No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

19. OTHER COMMITTEES

a) Stratford Community Seniors

Report is included in the agenda package. Deputy Mayor Clow stated that everything is going well at the complex and all the units are rented.

20. APPOINTMENTS TO THE COMMITTEE

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

22. ADJOURNMENT

There being no further business, the meeting adjourned at 6:52 p.m.

Mayor Steve Ogden

Robert Hughes CAO