REGULAR COUNCIL MEETING
March 8, 2023
Approved Minutes

DATE: March 8, 2023
TIME: 4:30 p.m. – 7:03 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Jill Chandler; Gordie Cox; Ron Dowling; Jody Jackson; Jeff MacDonald; Jeremy Crosby, CAO; Kim O'Connell; Director of Finance and Technology; Jeremy Pierce, Deputy CAO and Director of Recreation, Culture, and Events; Jeannie Gallant, Director of Infrastructure; and Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Kevin Reynolds, Director of Planning, Development, and Heritage

CHAIR: Mayor Steve Ogden

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

Mayor Ogden took a moment to acknowledge the land upon which we gather is the unceded territory of the Mi'Kmaq people, and we pay our respects to the Indigenous Mi'Kmaq people of this territory past, present, and future.

2. **DECLARATIONS OF CONFLICT OF INTEREST**
Deputy Mayor Gallant stated that he has a conflict with planning items (c) and (d) and he will excuse himself when we come to those items.

3. **APPROVAL OF THE AGENDA**
It was moved by Councillor Jody Jackson and seconded by Councillor Jill Chandler that the agenda be approved with the following requested change – Infrastructure will become item #12 and Planning will become item #13.

4. **ADOPTION OF THE MINUTES**
It was moved by Councillor Jeff MacDonald seconded by Councillor Jody Jackson that the regular monthly meeting minutes of February 8, 2023, be approved as circulated.

5. **BUSINESS ARISING FROM THE MINUTES**
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 reviewed his report as follows:

- Attended several Canada Games sporting and cultural events and had the honour of presenting medals at a gymnastics competition at the Norton Soccer Complex
- Along with sustainability chair Councillor Gordie Cox, and former sustainability coordinator Katie Sonier, accepted on behalf of Stratford, a Sustainability Award for the SWITCH Program at the Federation of Canadian Municipalities (FCM) National Climate Change Conference in Ottawa
- Along with staff and Council, took part in a presentation on sustainable procurement
- As Mayor of Stratford, received the Queen's Platinum Jubilee Medal at a ceremony at Government House
- Attended a briefing on the community energy plan which demonstrates Stratford's commitment to sustainability
- Met with Councillors, staff, and consultants to discuss improvements to the Town's website
- Participated in a virtual meeting of the National Climate Caucus of elected officials and Zoom meetings of the FCM Atlantic Regional Caucus
- Along with CAO Crosby and business and community engagement manager Wendy Watts, was interviewed for an upcoming article in the Greater Charlottetown Area Chamber of Commerce Magazine
- Attended a public meeting to discuss proposed zoning changes
- Along with CAO Crosby, attended a Housing Roundtable of PEI mayors, planners, and CAO's convened by Housing Minister MacKay and Finance Minister MacLean
- Participated in a meeting of the Capital Area Mayors to discuss the concept of a guaranteed annual income – also in attendance was Mayor Brown, Mayor McCourt, MP Wayne Easter, and Marie Burge
- Spoke and visited with several residents to discuss various issues
- Attended internal meetings and looked after the day to day affairs of the Town.

8. CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT

The report was included in the agenda package for Council to review. The CAO gave an overview of his report as follows:

- Conducted an interview with CBC regarding the RFP for the new water tower
- Met with planning staff to discuss the proposed rezoning of the town core area
- Attended a meeting with the AIM Network regarding climate change cohort program

- Attended a meeting with Hazelbrook and Alexandra to discuss the potential for shared services
- Attended the Road Builders Association Annual President's Reception
- Attended the Shape Stratford Intermunicipal Committee and Affordable Housing Task Force planning day session
- Attended a meeting with Dr. Trevor Jain regarding the potential to set up a community emergency response team in Stratford
- Attended Maritime Electric's sustainability summit
- Attended a budget meeting with the Mayor, Council, and the management team
- Attended a budget meeting with department heads
- Attended a meeting with representatives from Cornwall and Charlottetown to discuss cost sharing model for the proposed new transit facility
- Attended a meeting with Mayor Ogden and members of the Coalition of Canada for basic income
- Attended a meeting to discuss the proposed fill/grading scheme for the community campus property
- Attended a meeting with a representative from CIVONUS regarding their policy making process
- Attended the provincial social development and housing round table discussion
- Attended a presentation on the City of Charlottetown Police Department E-Watch Program
- Met with residents regarding the Keppoch Road active transportation project construction
- Attended the CADC Board of Directors monthly meeting

In addition to the above, continued preparing for the upcoming budget presentations, conducted meetings with staff, prepared agendas and material for several of the meetings listing above, reviewed infrastructure projects and timelines, discussed several planning related items, and attended several Canada Games functions. Also attended to other Town and Utility related businesses as required.

The CAO took a moment to thank all the senior staff for all their hard work on the budget preparations. He also congratulated Mayor Ogden on receiving the Queen's Platinum Jubilee Medal.

9. SAFETY SERVICES

a) Report

Report was included in the agenda package for Council to review. Councillor Jackson noted that we did receive some concerns regarding residents feeding wildlife such as skunks, foxes, and even rodents and this is not covered in the Town's bylaws. Our suggestion to residents who have complaints of this nature is to contact the Provincial Department of Fish and Wildlife who are equipped to deal with these issues. Councillor

Jackson added that we will continue to monitor the situation and we will see what other communities are doing to deal with these issues. We will also include some information in our newsletter to remind residents that it is not in the best interest of their neighbours or the wild animals.

Mayor Ogden noted that he attended the meeting, but it was not indicated in the minutes.

b) Streetlight

Councillor Jackson stated that the committee recommended amendments to the Streetlight Policy with respect to the Town's contribution to the installation of lantern style lighting.

c) RCMP

The report for the month of February was included in the agenda package. Councillor Jackson stated that he, a number of Councillors, CAO Crosby, and Deputy CAO Pierce attended a demonstration of the E-Watch program in Charlottetown and heard firsthand what a great tool it is for the police. Councillor Jackson stated that it would be a great idea if we could do it in conjunction with the business community.

Councillor Jackson stated that there was an update on some concerns around nighttime activities at Kinlock Beach and we will continue to monitor the area. We are also grateful for increased patrols in the area by the RCMP.

Corporal Weatherbie referred to the report noting that under the mischief heading the number was low for February, and most of it had to do with the Pepsi cans being thrown at moving vehicles. He noted that three nights ago there was another incident, and two individuals were arrested and each charged with one count of mischief but have since been released on conditions such as no contact with each other and to abide by curfews. Corporal Weatherbie noted that the plan is to add 11 more counts each in this matter. Deputy Mayor Gallant noted that video was helpful in this case and Corporal Weatherbie agreed that the video from the Petro Can and a local business was helpful. Councillor Jackson thanked Corporal Weatherbie and the RCMP for their quick resolution to this issue.

Corporal Weatherbie gave a brief overview of the report noting that there were 29 summary offence tickets issued in the month of February. There were also 17 warnings issued and that falls more to the education side of the Highway Traffic Act.

Councillor Chandler stated that in one of the meetings she noticed that the reports are not necessarily the same month over month or year over year. She wondered if there was an opportunity to move to a standard monthly report - maybe visually month over month or year over year so we could understand or assess any trends. Corporal Weatherbie replied that they would be more than willing to open up a discussion on the reports and added that he does have a spreadsheet that was not circulated to Council this this month, and he will provide Councillor Chandler with a copy.

d) Humane Society Report

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

e) Transit

The report for the month of February was included in the agenda package. Councillor Jackson stated that the ridership numbers remain strong. He added that later in the agenda there is an amendment to the transit agreement.

The CAO noted that there was a capital area transit meeting earlier in the day and there was some discussion about the transit subsidy and additional routes. The CAO noted that there is money coming to us, and in conversation with Charlottetown and Cornwall there is going to be a little more distribution for additional routes. He added that we are going to meet with the transit operator to discuss additional routes.

f) Cross Roads Fire Department

The report for the month of February was included in the agenda package. Councillor Jackson noted that there were a standard number of calls which were mostly attendance at motor vehicle collisions. We also heard about the fire company being asked to assist with lifts from Island EMS, and Councillor Jackson felt that it was great that we can assist them, but he felt that we should monitor the number of people who are called out. It also shows how much we ask of our first responders, especially our fire fighters.

Councillor Jackson stated that he attended his first meeting of the fire company board.

Mayor Ogden asked if there was a next step regarding the E-Watch and Councillor Jackson replied that we are eager to see this move forward. In speaking with the Chief of Police in Charlottetown, it is something that needs to be done in conjunction with the business community. Councillor Jackson stated that there are some privately funded cameras that are already in place in the community. He noted that we will need to look at our budget and also speak with our business community. Councillor Jackson stated that it is extremely valuable from a prevention stand point and he felt that it is something that we need to do.

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

a) The report was included in the agenda package for Council to review. Councillor Jill Chandler reviewed the report as follows:

Committees – both the Recreation, Culture and Events, and the Arts and Culture Committees will meet this week for the first time.

Arts and Culture – All classes took a break during the Canada Winter Games and returned to their respective standard schedules on March 6, 2023.

Winterfest – Stratford hosted indoor WinterFest activities for the first time in a few years. Starting on Saturday, February 18, 2023, the youth centre hosted a fundraising flea market in the Town Centre gym. The flea market received substantial positive feedback and quite a few requests for additional flea market dates throughout the year. On Sunday, February 19, 2023, the Town Centre was transformed into a fun fair for a two day event. This was also a fundraising event for the youth centre. Both days of WinterFest fun fair were very well attended with approximately 1000+ people attending each day. More than 30 youth members volunteered over the three days, and it was exceptionally well run.

Art Installation – Birchwood School Art Smart Program completed an art piece that has been temporarily installed in the recreation area from March until May 2023. The art piece was created by 135 Stratford residents who are students at Birchwood Junior High School. The Town was pleased to support this Art Smart Program by loaning art equipment, tools, and supplies. The piece will eventually be part of the Art Smart Exhibition at Confederation Centre Gallery in May. Final and permanent installation will be at Birchwood Junior High School after the exhibition.

Stratford Youth Centre and Council - the youth centre restructured its leadership program this year. The new program called the 'Leadership Club' started at the beginning of February and will focus on teaching youth members leadership skills through regular by-weekly meetings and organizing fundraisers and events. It is open to youth members in grade 6 to 11, and by joining the club youth are committing to the program until the summer of 2024. The end goal of the program is to fundraise towards a seven day leadership tour (trip) at the end of the program. The leadership club will need to fundraise approximately $48,000 toward the trip which will include stops in Quebec City, Ottawa, Toronto, and Montreal.

The youth centre hosted two weeks of special programs and events over the Canada Games break that included two day trips to some of the Canada Games activities.

The youth centre leadership club will be participating in their annual walkathon on March 24 – 25, 2023. The group will be collecting donations before and during the event that will go toward their leadership trip in 2024.

Programs – registration is now open for spring art programs. Registration for spring recreation programs will open in early April.

The Town Centre gymnasium continues to operate at nearly full capacity with programs alone. The Town is currently offering a second session of indoor tennis programs offered for youth and adults. Friday afternoon has open gym time rotating between badminton, basketball, and pickleball.

Outdoor Winter Activities - this winter's weather has been less than ideal for winter activities. Pondside has had two skating rinks operational since early January but has faced many challenges in remaining open for extended periods of time. The fluctuating weather conditions challenged the natural ice making process for Bunbury Rink, and it was not able to open this year.

Trails have been cleared and/or groomed depending on weather conditions. Again, less than idea for grooming which generally allows for walking, hiking, snowshoeing and cross country skiing.

Spring Planning – the Town will be preparing parks, sports fields, and trails as warmer weather comes about.

Councillor Chandler noted that she too was able to participate in several of the Canada Games activities and had the honour of presenting medals at the gymnastics event and it was very well done. Councillor Chandler noted that throughout the Canada Games she recognized the important role that volunteers played in implementing and executing the event. She also took a moment to recognize Canada Games volunteers Jeremy Pierce, Tanya Craig, Rachel Arsenault, Carter Livingstone, and fellow Council member Jody Jackson, and she thanked them for leading by example.

Councillor Chandler stated that today is International Women's Day and she wanted to take a moment to acknowledge it. She recognized the women staff members in attendance and thanked them for all they do. She also gave a shout out to all the women who put their names forward in the upcoming provincial election.

Mayor Ogden also expressed his thanks to all the women who with their contribution are helping us achieve our goals for the Town.

Councillor Jackson thanked Councillor Chandler for all she does and added that we are very fortunate to have the amazing staff that we have.

Councillor Jackson stated that he was approached by the Kinsmen who were wondering if the Town was doing anything around Easter. They were thinking of potentially doing an easter egg hunt around the Town Hall or Cotton Centre. The recreation director noted that we don't have anything planned, but we are always welcoming new ideas or suggestions. He added that Councillor Jackson could direct the Kinsmen to contact either himself or Tanya Craig and we could work on the possible logistics.

Councillor Dowling noted that the youth centre in our Town is a real gem. It is a great opportunity for the children of our residents to become involved and develop leadership skills. We are very fortunate to have it and the people who run it, and he looks forward to having a hands-on view of the youth centre.

Deputy Mayor Gallant stated that the Bunbury Rink was mentioned earlier, and it was noted that we could not use the rink this year due to the weather, but we are looking at this year's budget to purchase a liner for the Bunbury Rink going forward.

Mayor Ogden took a moment to congratulate Lucas MacDonald who won PEI's first medal this year (silver) in Judo adding that Lucas is a Stratford resident. He also noted that Daniel MacLeod did very well in fencing.

Mayor Ogden noted that we should do something to recognize our participants in the Canada Games, and this is something that we can discuss at a later date.

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

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

- Attended a sustainable procurement presentation with Reeve Consulting and the Finance and Sustainability Committees
- Attended a revenue sharing meeting with the province and other municipalities
- interviewed candidates for the financial coordinator position and the new person starts on March 20, 2023
- The draft budget presentation was held on March 6, 2023. Comments from the public are open until March 14, 2023, at noon
- The budget will be passed on March 22, 2023, at a special meeting of Council
- Staff is working on Fiona disaster claims and working with insurance adjusters on Fiona damage to Town properties
- Municipal Capital Expenditure Grant (MCEG) 2021-2022 submitted to province
- Reviewing assets to see which assets are completed in the current year
- Working on government claims for current capital projects

- Training with Stephanie DeWitt on the financial coordinator's files to help out until the new person takes over the role
- Gathering information to finalize payroll data for annual T4 preparation
- Staff is busy with day-to-day tasks

b) Financial Statements
Included in the agenda package for Council to review. The statements were briefly reviewed.

c) Resolution FT001-2023 – Credit Card Services for Town Line of Credit Increase

Moved by Councillor Ron Dowling
Seconded by Councillor Jody Jackson

WHEREAS the Town of Stratford and Stratford Utility Corporation credit card accounts for staff are with Royal Bank; and

WHEREAS the borrowing limits for the credit cards under short term borrowing is $58,000 for the Town of Stratford, and $30,000 for the Stratford Utility which is within the 50% of the total estimated revenue of the municipality as set out in the 2022/23 operating budget; and

WHEREAS the Town has added additional staff since the changeover to RBC Avion cards back in 2019, and as a result we need to increase the borrowing limit to $100,000 for the Town of Stratford. This is allocated between the Town of Stratford and Stratford Utility Corporation.

BE IT RESOLVED that the commercial RBC Avion credit card line of credit limit be increased to $100,000 due to the addition of new staff from 2019 to current.

Discussion: Councillor MacDonald asked what the Town does with the RBC Avion points and the finance director replied that they are used for flights for Councillors or staff when they travel for the Town.

Councillor MacDonald also asked about control of the credit cards, and the finance director replied that receipts must be submitted and signed off by each department manager.

Question: **CARRIED**

d) Resolution FT002-2023 Council Remuneration Bylaw Amendment 36-B – 1st Reading

Moved by Councillor Ron Dowling
Seconded by Councillor Jill Chandler

WHEREAS the council would like to make a change to the payment frequency of their remuneration. Their remuneration is currently paid in quarterly installments (Bylaw 36, section 1), subject to any federal and provincial deductions, in the third month of each quarterly period; and

WHEREAS council would like to change the frequency of the payments to monthly installments.

BE IT RESOLVED that attached Bylaw # 36-B, a bylaw to amend the Council Remuneration Bylaw, Bylaw # 36, be hereby read and approved a first time.

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

Councillor MacDonald clarified that this does not change the amount of remuneration received – just the timing.

It was agreed that an amendment be made to the resolution for clarification that there is no change to the remuneration.

Amendment ***WHEREAS*** this does not change the amount of remuneration received by Council – only the timing.

The mover and seconder were in agreement with the amendment.

Question: **CARRIED**

12. <u>SUSTAINABILITY</u>

a) Report – Councillor Cox gave a verbal report noting that the Sustainability Committee held a meeting last week jointly with staff, Council, and the Town's Finance and Technology Committee to receive a presentation from the consultants completing work on the Town's sustainable procurement project. This information session was very helpful to better understand this project as it moves forward in steps over the coming years.

The Switch Stratford Program has been very well received and the additional funds are nearing depletion. Town staff continues to look at other potential programs which could assist residents in the future.

Staff and Council had a presentation recently on the Community Energy Plan and Green house Gas Inventory Report. Staff is working now on finalizing the information and will be getting it out to residents in the near future.

The residential tree planting program is now open for 2023 applications. Residents are encouraged to learn more and sign up through the Town's website or by contacting the Town office.

The Senior Match and Exchange Program - Stratford Connects will hold an information session on Thursday, March 30, 2023, at 2:00 p.m. for anyone interested in learning more about this recently launched program. We had six participants at the last session in February and staff look forward to seeing further use of the app in the near future.

The Diversity and Inclusion Committee held their first meeting in February with staff currently working on an activity to recognize March 21, 2023, the International Day for the Elimination of Racial Discrimination. More details to come in the near future as staff work with potential community partners.

Councillor Cox gave an update on his trip to Ottawa to attend the Sustainable Communities Conference.

Councillor Cox noted that there is a dredging cleanup scheduled for Moore's Pond for July. He added that it was supposed to happen last summer; however, it was rescheduled to July of this year.

Councillor MacDonald asked if there was any capacity left in the current round of the Switch Program, and the CAO replied that in talking with PACE Atlantic the program is at capacity. They are still processing applications, but most of them are already in. We may need to pause the program or stop it altogether. We have been speaking with the province about how we can collaborate with them in the future, and we are going to look to see if there are any additional funds, but there is very little capacity in the current program.

13. <u>INFRASTRUCTURE</u>

a) Report - The report was included in the agenda package for Council to review. Deputy Mayor Steve Gallant gave an overview of the report as follows:

Hurricane Fiona cleanup is ongoing within the Town by both Town hired contractors and provincial contractors.

Several infrastructure projects are progressing well and are on track for construction during the 2023 construction season. The waterfront boardwalk, the community campus site servicing project, and the Bunbury lift station upgrade project are scheduled for tender in March. The Kinlock Road multi-purpose path, and the design and build of a second water reservoir are planned for award in March. Design work for the Corish lift station upgrade project is ongoing. Staff is involved with review and coordination with the consultants to keep these projects on schedule.

Upland Planning + Design is continuing work on the update of the active transportation master plan and hosted pop up public consultation booths on Friday, March 3 and Saturday, March 4, 2023, at the Town Centre and Stratford Sobey's respectively.

The infrastructure staff has been busy with the following:

- Ongoing maintenance at Town owned properties and trails
- Outdoor rink maintenance
- Clearing, salting, and sanding of Town walkways and parking lots
- Regular maintenance of equipment
- Sewer and water infrastructure maintenance and inspection
- Water and sewer inspections and water turn-ons for new development
- The 'Welcome to Stratford' sign at Mount Herbert Road is scheduled for installation before the end of March
- The new tractor purchased under the 2022/2023 capital budget has been delivered
- A complaint of a sewer gas smell at the Stratford Emergency Services Building was investigated and a small leak repaired
- Sewer lift station cleaning is tentatively scheduled for early April.

During the month of February, a water main leak was reported near the corner of the Trans Canada Highway (TCH) and the Kinlock Road. Staff was able to isolate the leak and resume service to the four customers affected. The City of Charlottetown has agreed to help further pinpoint the leak with their ultrasonic leak detection device. Once accurately located, the repair work will be coordinated with the Provincial Department of Transportation and Infrastructure to minimize traffic disruptions.

There was a sewer blockage reported at the TCH/Brookside Drive intersection. The blockage was cleared quickly and was determined to have been caused by construction debris entering the system from new development on McGregor Drive.

It was noted that the well that was out of service at the Pondside wellfield is now back online after replacement of the pump motor.

Councillor Jackson asked about the brush that is piled by the indoor soccer complex, as residents have been asking him about it, and infrastructure director Jeannie Woodard replied that the province and the Town have been hauling debris and we will coordinate with the province to have that brush cleaned out before soccer is back up and running in the spring/summer.

Councillor Chandler noted that when the leak was being repaired on the Trans Canada Highway (TCH) at the Petro Can corner, and there was no power at the intersection, she noted that when the lights came back on one set was flashing yellow on the TCH and the other set was flashing red on Kinlock Road, and the drivers seemed very confused. Jeannie noted that it is a question for the Provincial Department of Transportation, and she will follow-up with them to find out if this is typically how they come back on.

14. <u>COMMITTEE OF THE WHOLE</u>

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

b) **<u>Resolution CW007-2023 Trius Transit Service Agreement Amendments</u>**

Moved by Deputy Mayor Steve Gallant
Seconded by Councillor Jody Jackson

WHEREAS the City of Charlottetown, the Town of Cornwall, and the Town of Stratford entered into a service agreement with T3 Transit to deliver transit services to all three communities: and

WHEREAS this agreement was updated in 2015 with an option to renew for an additional two ten-year terms; and

WHEREAS as part of a land purchase agreement with the City of Charlottetown, the operator requested an additional ten-year term to the agreement, to provide security considering the considerable sale in their total business operations; and

WHEREAS in addition to the amendment above, clarity was added around financial reporting, improved communication around fare box changes, and changes to the exit clause from six months to one year which (protects both sides).

BE IT RESOLVED that the Town of Stratford approve, sign, and adopt the amendments to the Transit Agreement with Trius Transit, the City of Charlottetown, and Town of Cornwall, and that Mayor and CAO are hereby authorized to sign the amended agreement.

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

Mayor Ogden stated that the third paragraph that states *to provide security considering the considerable sale in their total business operations* is not really clear. The CAO noted that part of the electrification of the system requires us to build a new facility. The City of Charlottetown entered into an agreement with the transit operator to purchase part of their facility, but as part of that purchase they asked that the agreement be looked at to give them greater certainty into the future because they were selling off a fairly substantial portion of their business. Stratford and Cornwall will be entering into an agreement with Charlottetown in the future to lease our portion of the building, but we would not own the building. The CAO noted that the agreement will be opened again once we electrify the system at a later date. By increasing the term of the agreement by 10 years it gives the operator greater certainty that they will be the operator into the future.

Question: **CARRIED**

15. PLANNING, DEVELOPMENT AND HERITAGE

a) Report

The Report was included in the package for Council to review. Councillor MacDonald stated that there has been some additional information added to the agenda package since the meeting started, and he wanted to be sure everyone was aware of the extra information.

Councillor MacDonald noted that it has been very busy in the planning department and the planning staff are working very hard to get the following resolutions to Council. He thanked Sarah Kennedy and Dale McKeigan for their efforts in getting us to this point.

Councillor MacDonald thanked Mayor Ogden for chairing the last planning meeting in his absence.

Councillor MacDonald referred to item #8 of the Planning, Development, and Heritage minutes noting that there was a decision from the Island Regulatory and Appeals Commission (IRAC) on a sub-division application from Landfest 'Reddin Meadows' and we should have something back within a few weeks on the plan. Councillor MacDonald stated that he will keep Council updated as things progress.

b) Permit Summary

Included in the agenda package for Council to review. Councillor MacDonald gave an overview of the permit summary.

c) Resolution PH003-2023 Concord Properties Ltd Urban Core Area Plan – Official Plan Amendment

Moved by Councillor Jeff MacDonald
Seconded by Councillor Ron Dowling

WHEREAS an application has been received from Fathom Studio on behalf of Concord Properties Ltd. (The Gray Group) for The Crossroads: Urban Core Area Plan requesting amendments to the Town of Stratford Official Plan (text and land use map); and

WHEREAS the proposed amendments to the Official Plan will require changes to designations on the land use map for mixed-use development in the town core area and policy changes in the Official Plan to support the implementation of The Crossroads: Urban Core Area Plan; and

WHEREAS the proposed designations will comprise some different types of mixed uses to enable the two new zone classification in the Bylaw are Core Mixed Use (CMU) Zone and Urban Core (UC) Zone; and

WHEREAS in accordance with the Stratford Zoning and Development Bylaw #45, planning staff circulated written notice (280 letters/sent Nov3, 2022) of the amendment request to all property owners within 150 metres (490 feet) of the boundaries of the subject property or properties, and placed multiple signs on the land being proposed for re-zoning indicating that a re-zoning request has been received; and

WHEREAS planning staff received 53 response letters from residents with various concerns around shadow casting, infrastructure, environmental, and general concerns; and

WHEREAS in accordance with the Stratford Zoning and Development Bylaw #45, an advertisement was placed in the Guardian newspaper on two occasions (Nov.9, 2022 & Nov. 19, 2022) and the media ad was also shared on the Town's website, Facebook, Twitter, Instagram, and the Town's weekly E-News to notify residents of a public meeting and to solicit input from residents on the proposed amendment request; and

WHEREAS a public meeting was held on November 23, 2022, at the Stratford Town Centre with approximately 73 people in attendance, whereby the Director of Planning introduced the application from the Gray Group explaining the proposed amendment requests and the requirement for both text and map amendments to the Stratford Official Plan and Zoning & Development Bylaw #45; and

WHEREAS representatives of the Gray Group (Cory Gray, CEO and Chairman of the Board) and Trevor MacLeod (President) presented a video of The Crossroads: Urban Core Area Plan proposed for the Stratford core area; and

WHEREAS Trevor MacLeod introduced the Gray Group's consultants Rob Leblanc and Roger Boychuk from Fathom Studios, and referenced members of CBCL Limited, and members of the Provincial Transportation Department, and presented details of the proposed development plan to the audience; and

WHEREAS during and after the presentations from Trevor, Rob, and Roger, the floor was open to a question-and-answer period, whereby the developer responded to questions from the audience.

BE IT RESOLVED the details of the proposed amendments are as follows: (the attached map on the screen is for clarity):

The Town of Stratford Official Plan is amended by:

The addition of the following immediately after subsection 4.2.5:

6. Stratford is a community that enables mixed use development for various types of residential units in the Town Core Area to meet current and future demands.

To achieve this objective, we will:

a) Encourage an increase in the densification and intensification of residential development units in the form of vertical development to include increased building heights thereby reducing the impacts of the horizontal development on agriculture resource land on the out skirts of Town.

b) Support new zoning options based on concepts using mixed use development and overall design standards such as, or similar to, form-based codes to create connected and livable spaces to work, live and recreate.

The addition of the following immediately after subsection 8.2.9:

9. Stratford is a community with various watercourses located throughout the town requiring protection and preservation.

To achieve this objective, we will:

a) Limit sprawl development into vacant land areas by encouraging the densification and intensification of residential development units in the form of vertical development in the town core area.

b) Ensure proposed concept and final plans include required building setbacks from watercourse buffer areas and professional storm water management plans show siltation control measures siltation and other mitigation measures to control run-off.

The amendment of subsection 11.2.1.c. as follows:

Current

c. Support and encourage mixed use development in the core area.

Proposed Amendment

c. Support and encourage mixed use development in the core area with consideration given to designating specific zones to encourage intensification and densification in the form of vertical development and an increase in building heights.

The amendment of subsection 12.2.2.1 as follows:

Current

1. Create an inventory of land available for housing and ensure there is enough land available to support long term growth or determine whether we need to restrain growth.

Proposed Amendment

1. Create an inventory of land available for housing and ensure there is enough land available to support long-term growth or determine whether we need to restrain growth or redefine growth by how and where it will occur through densification and intensification.

The Town of Stratford Official Plan (2014) Schedule B, General Land Use Map is amended by the following:

1. The land use designation of the portion of PID 190090 indicated as Parcel I on Figure 1 shall be Mixed Use, hereby excluding it from its former designation of Residential.
2. The land use designation of the portion of PID 328039, PID 190090, and PID 882084 indicated as Parcel II on Figure 1 shall continue to be Mixed Use.
3. The land use designation of the portion of PID 328039 and PID 882084 indicated as Parcel III on Figure 1 shall be Mixed Use, hereby excluding it from its former designation of Commercial.

4. The land use designation of the portion of PID 328039 and PID 190090 indicated as Parcel IV on Figure 1 shall be Mixed Use, hereby excluding it from its former designation of Commercial.

5. The land use designation of the portion of PID 328039 indicated as Parcel V on Figure 1 shall be Mixed Use, hereby excluding it from its former designation of Commercial.

6. The land use designation of the portion of PID 328039 indicated as Parcel VI on Figure 1 shall be Mixed Use, hereby excluding it from its former designation of Commercial.

7. The land use designation of PID 882084 indicated as Parcel VII on Figure 1 shall be Mixed Use, hereby excluding it from its former designation of Residential.

8. The land use designation of a portion of PID 897124 indicated as Parcel VIII on Figure 1 shall continue to be Mixed Use.

9. The land use designation of a portion PID 897124 indicated as Parcel IX on Figure 1 shall continue to be Mixed Use.

10. The land use designation of a portion PID 328039 and PID 882084 indicated as Parcel X on Figure 1 shall be Mixed Use, hereby excluding it from its former designation of Commercial.

11. The land use designation of a portion PID 328039 and PID 882084 indicated as Parcel XI on Figure 1 shall be Mixed Use, hereby excluding it from its former designation of Commercial.

Effective Date

The effective date of the Official Plan Amendment OPA-001-23 is the date signed by the Minister of Agriculture and Land.

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

Councillor MacDonald called upon town planner Dale McKeigan to provide an update.

Dale stated that best way to approach this is to look at some of the concerns residents had at the public meeting and the concern that stood out the most was the shadow cast from the buildings on Shakespeare Drive across the road to the existing buildings. Dale noted that he, the CAO, and Sarah Kennedy met with Rob LeBlanc and discussed this issue in quite a bit of detail, and we felt we ended up with a nice result. They have reduced the height from the larger 12 storey building down to a 5 storey building along the whole street venue - along the Stratford Road. Dale noted that is a significant drop and the buildings that are currently there are 3 storey buildings, and it looks like the elevation is probably another storey – so they are probably close to 3 ½ to 4 storey buildings. There will be some symmetry along the Shakespeare Drive Road which is what we were seeking all along.

Councillor MacDonald asked the town planner to demonstrate using the overhead screen which he did for visual effect. Dale noted that it is almost creating a separate zone because the UC Zone does allow for 12 stories, and to drop it down to the height that they did means the developer really listened to the concerns and that is admirable.

Dale referred to the illustration on the screen and explained that there are different levels of heights and they have made adjustments to some of those stories, but the primary one that we were concerned about was the one along the Shakespeare Drive.

Councillor MacDonald stated that in terms of procedural next steps, he felt it was important to state 'for the record' at this point in time that this is only the first reading of the bylaw amendments being presented. He felt that it was important to note that the first reading is just an introduction of the proposed amendments. Councillor MacDonald stated that before we even got to this first reading there has certainly been collaborative and iterative process and he fully expects that to continue going forward. This is by no means necessarily suggesting that these proposed amendments are the final form.

Dale stated that in dealing with Rob LeBlanc who has been very accommodating, he and Sarah Kennedy have talked extensively on the standards and there has been a lot of changes made to them. Primarily, the concern was the connectivity that was in the existing areas. Some of it wasn't connecting through in the new zones, so we made sure that sidewalks, trails, and greenspaces were being addressed, and connectivity so there is no void along the line with any of these services. Dale noted that there was significant discussion and significant work to make sure everything was in harmony and working together, so that we have a continuous pattern of development and activities that will service people from end to end.

Mayor Ogden asked if the vote tonight means this area will have what is called form-based codes which will substitute for development agreements for developers proposing new construction in these zones. Dale replied that the conventional zoning which we currently have in our bylaw does prompt, when needed, development agreements which are legal documents, but they are very cumbersome to develop. With the form based codes you are creating an urban form – you are not just looking at a permitted use as is in our current bylaw. The urban form looks at the form of the building, the activity between the streets, and other activities along the streetscape. It looks at all the aspects that go into the development to make sure they work together and ensure they have greenspaces, and sidewalks. All the things that you would want to have - form based codes provides in their standards. The list of standards would take care of all the things that would basically guarantee the outcome. It then becomes a situation where the development officer would have the authority to go forward and approve or deny based on a check list of those standards.

Mayor Ogden asked if that checklist could be displayed on the screen. Dale noted that the list is very comprehensive, and it's meant to be comprehensive to take care of all the concerns and to ensure that all the aspects are being dealt with. When an application comes in the development officer would go through the checklist and if everything meets the standards, it would be an automatic approval – based on the site plan approval. It's a process in the new bylaw section that shows all that information.

Mayor Ogden asked Dale if he could give an example of something that would be covered, and Dale replied that it could be the exterior, the sidewalks, or the vegetation. Everything you would look at in the standard site plan that you would look at individually, and either agree with or have conditions set aside in the standard bylaw – these site conditions and site plans show all those on the site and they are all labelled, and they all have a clear identification of what they are. It makes it easier for the development officer to go through the checklist of each and every item, and at the end of the checklist performance the permit could be issued.

Mayor Ogden asked if this was something that would allow more housing to be put in place quicker, and Dale replied that both zones allow for different forms of more dense development. It would make it easier as opposed to going through process after process with planning board and Council.

Mayor Ogden noted that once this is approved it would be the way going forward and become an 'as of right to build' if it meets the standards. Mayor Ogden noted that in terms of those standards this Council and future Councils could change those standards, and Dale replied that is correct. He added that if something is not performing the way Council thinks it should – Council has the ability to make amendments.

The CAO noted that the amendment that is attached, the chart and all the information with regard to the elevations, the colours, the setbacks, is all included in the amendment, and it is available to the public as part of the agenda package.

Mayor Ogden noted that this is first reading so there will be an opportunity for further consideration before it goes for second reading and adoption and the CAO stated that there would be a chance for some amendments if required.

Councillor Dowling noted that the form based development is not a new concept. It is being used in several other communities, including some that are relative to the size of Stratford. However, it is new to Stratford, and it is a very comprehensive change in the approach that we would be taking to development in relation to intensification in one area, and could possibly extend to other areas, if Council and the citizens are satisfied with how the core area develops. Councillor Dowling stated that there is a lot of material that he still need to get a firm grasp on as we proceed through the process to the point of whether we ratify it or not. Councillor Dowling stated that he felt it is a very exciting concept and it will enable a tremendous amount of development in the form of densification which is something that will have to take place if we are going to increase the population. This in turn will provide greater degrees of revenue. Councillor Dowling stated that he is in support of the first reading, and he is interested in any changes that staff see along the way. He added that he is also interested in any comments that we receive from residents as they view this process.

Councillor Cox noted that this is his ward, and we really want residents, especially when it comes to the condos, we want to make sure that they know they can come to us and still bring their voice forward. Councillor Cox stated that as a new councillor this is quite daunting and something that we must take very seriously. He commended the planning staff and the CAO who have done a great job. He noted that the planning staff was always very good to answer any questions he had. He also commended Dale for his commitment and for coming back 'on board' and tackling this issue. Dale thanked Councillor Cox and noted that it is exciting to have a project of this magnitude to wrap up his career over the next few years.

Councillor Jackson stated that he is trying to understand the form based codes and the impact they will have. He added that he does appreciate the work that has been done by the staff. He noted that he was present in November of 2022 for the presentation, and he fully supports the idea of where we are going with this plan. Councillor Jackson stated that we didn't know we were going to be this big as a town, and we have this area that needs to be developed and we have a group who wants to develop it the right way and he appreciates that fact. His understanding is that the form based codes will apply to this area only and it will expedite the approval process and reduce application costs for the developer. It makes sense because we want to facilitate development and it will provide predictable results and we need some consistency, especially in the core downtown area. Councillor Jackson stated that he is concerned about removing Council and the public from the consultation. He understands that things can get dragged out, and he has struggled with this change although he understands it. If standards are set, and they are met then there is no reason to not approve an application; especially if it is something that has been recommended by the planning board and it meets all the parameters then we should approve it. Councillor Jackson stated that the use of the more expensive higher end building material is great and if that works in this development that will be excellent.

Councillor Jackson stated that he does see where it sets up two sets of rules for development for the Town – one for this particular area, and one for other mixed use areas, and those folks will need to go through the whole process including public meetings. Councillor Jackson noted that if this is the way that things are going to go, he would like to see the Town entertain the idea at looking at other mixed use areas and talk to those folks as they are invested heavily in the Town, especially the waterfront development where they have gone 'through all the hoops,' and public meetings and received a lot of feedback from residents.

Councillor Jackson stated that it is a change for Council; however, if for some reason it doesn't work, we are not tying the hands of future Councils. He added that communication needs to be central.

Councillor Jackson stated that he is in favour of first reading, but we have other considerations to think about and how we facilitate development in other areas. He added that he does have some hesitation and he wants to be sure there are some mechanisms for future Councils if this doesn't work – although he believes that it will work.

Councillor MacDonald stated that he agrees with Councillor Jackson's suggestion that after this process, we commit to looking at some other areas of the Town that may benefit from the same types of amendments. As a responsible Council we need to look at what is in the best interest of the Town going forward, and what is the best use of each zone.

Councillor Jackson noted that we have heard a lot about affordable housing over the years and higher end development does not lend itself to affordable housing, although when we saw the presentation there were all types of housing included.

Mayor Ogden noted that one of the things that is very important about this vote is that we give our reasons why we are voting for or against the application, because the decision could be appealed and our decisions should be grounded in the Planning Act and planning principles. Mayor Ogden felt that everyone who spoke gave their reasons for their decisions.

For clarification, Councillor MacDonald stated that his position is that he will be voting in favour of the first reading of both resolutions. The main reason from his perspective after review of the documentation and proposals is that it is the best use of the land identified in the two zones.

Mayor Ogden asked Councillor Chandler to state her reasons and her position before we call for the vote. Councillor Chandler stated that she has similar concerns as Councillor Jackson but noted that she does support the development. She added that she supports the density, and she has always been in favour of this. Councillor Chandler noted that she is in support of the initiatives and the vision of the Town. She stated that we are new councillors who were elected on November 7, 2022, and the presentation by the Gray Group was held on November 23, 2022 and we had not even been sworn in at that point. We have learned a lot of new things, and it has been a very steep learning curve. The last two to three weeks have been heavy with meetings on various topics and we are doing the best we can. Councillor Chandler felt that everyone takes their role on Council very serious and we want to make good and sound decisions. She stated that she is not opposed to the application, and she trusts in the town planner and all of the staff – at the same time she doesn't like to feel rushed if she doesn't fully understand concepts.

Councillor Chandler stated that because of the process over the past 24 hours and the presentation, the agenda package, and the revisions she would like to spend more time on it, but she is not going to vote against it. However, she is going to ask the questions that she needs answered prior to the next reading.

Question: **CARRIED**

d) <u>Resolution PH004-23 – Concord Properties Ltd (The Gray Group) The Cross Roads Urban Core Area Plan – 1st Reading of Bylaw Amendment</u>

Moved by Councillor Jeff MacDonald
Seconded by Councillor Gordie Cox

WHEREAS an application has been received from Fathom Studio on behalf of Concord Properties Ltd. (The Gray Group) for <u>The Crossroads: Urban Core Area Plan</u> requesting an amendment to the Town of Stratford Zoning and Development Bylaw #45 (text and map); and

WHEREAS the proposed amendment will require changes to the zoning map to add two new zone classifications and the addition of those two new zones in the Bylaw to support the implementation of <u>The Crossroads: Urban Core Area Plan;</u> and

WHEREAS the proposed two new zone classification to be inserted in the Bylaw are Core Mixed Use (CMU) Zone and Urban Core (UC) Zone, whereby both zones uniquely permit buildings with commercial uses on the first floor and residential units (rentals or condo's) on the remaining floors (CMU Zone up to 60 feet/6 storeys and the UC Zone up to 131 feet/12 storeys; and

WHEREAS to accommodate the two new zones, current parking provisions will not be required, instead new parking standards under the two new zones will be required for underground parking and surface parking to accommodate new development; and

WHEREAS in accordance with the Stratford Zoning and Development Bylaw #45, planning staff circulated written notice (280 letters/sent Nov3, 2022) of the amendment request to all property owners within 150 metres (490 feet) of the boundaries of the subject property or properties, and placed multiple signs on the land being proposed for re-zoning indicating that a re-zoning request has been received; and

WHEREAS planning staff received 53 response letters from residents with various concerns around shadow casting, infrastructure, environmental, and general concerns; and

WHEREAS in accordance with the Stratford Zoning and Development Bylaw #45, an advertisement was placed in the Guardian newspaper on two occasions (Nov.9, 2022 & Nov. 19, 2022) and the media ad was also shared on the Town's website, Facebook, Twitter, Instagram, and the Town's weekly E-News to notify residents of a public meeting and to solicit input from residents on the proposed amendment request; and

WHEREAS a public meeting was held on November 23, 2022, at the Stratford Town Centre with approximately 73 people in attendance, whereby the Director of Planning introduced the application from the Gray Group explaining the proposed amendment requests and the requirement for both text and map amendments to the Stratford Official Plan and Zoning & Development Bylaw #45; and

WHEREAS representatives of the Gray Group (Cory Gray, CEO and Chairman of the Board) and Trevor MacLeod (President) presented a video of The Crossroads: Urban Core Area Plan proposed for the Stratford core area; and

WHEREAS Trevor MacLeod presented introduced the Gray Group's consultants Rob Leblanc and Roger Boychuk from Fathom Studios, and referenced members of CBCL Limited, and members of the Provincial Transportation Department, and presented details of the proposed development plan to the audience; and

WHEREAS during and after the presentations from Trevor, Rob, and Roger, the floor was open to a question-and-answer period, whereby the developer responded to questions from the audience.

BE IT RESOLVED the details of the proposed amendments are as follows: (the attached map displayed on the screen was for clarity):

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

Question: **CARRIED**

16. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY

a) No Report

Mayor Ogden noted that the survey is out and open until Monday, March 13, 2023. The input of residents is very important, and he encouraged everyone to complete the survey. He noted that we always have a very high response rate, and he hopes that this year will be no exception.

17. HUMAN RESOURCES

The CAO noted that we have a posting out for a planning clerk that closes on Friday, March 10, 2023, and we hope to review the resumes and get the interviews done quickly in order to get some additional help in the planning department.

18. INQUIRIES BY MEMBERS OF COUNCIL

a) No inquiries were made.

19. OTHER COMMITTEES

a) Stratford Senior's Complex

- Stephen Thompson has been hired as the new maintenance person for the complex
- Quotes were received for capital work on the seniors complex
- Kitchen cabinets have been ordered from Kent Building Supplies
- Hallway and common room carpet has been ordered from Markan
- Tenants have moved into the two bedroom unit that was vacated at the beginning of January
- There are currently 22 people on the waiting list

Mayor Ogden took a moment to thank Gerry O'Connell for all the great work he has done at the complex over the years, and he wished him well in his retirement.

20. APPOINTMENTS TO THE COMMITTEE

Nil

21. PROCLAMATIONS

Nil

22. OTHER BUSINESS

Councillor Cox noted that he is inundated with emails, and he asked that if it is not necessary when replying to an email that people not choose the reply to all option.

Mayor Ogden noted that he welcomed the Premier to Stratford this morning, as he was going through to make an announcement about the medical homes.

Mayor Ogden also noted that we are meeting with the candidates for Stratford to let them know about Stratford's priorities, and all Councillors are welcome to attend the meetings. It is important that we get our message out before the election.

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:03 p.m.

______________________________________ ______________________________________

Mayor Steve Ogden **Jeremy Crosby, CAO**