REGULAR COUNCIL MEETING
August 9, 2023
Approved Minutes

DATE: August 9, 2023
TIME: 4:30 p.m. – 7:28 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Jill Chandler; Gordie Cox; Jeff MacDonald; Ron Dowling; Jody Jackson; Jeremy Pierce, Deputy CAO and Director of Recreation, Culture and Events; Kim O'Connell, Director of Finance and Technology; Jeannie Gallant, Director of Infrastructure; Dale McKeigan, Acting Director of Planning; Wendy Watts, Community and Business Engagement Manager; Scott Carnall, Municipal Planning Navigator; Alexandra Brown, Data Manager; and Mary McAskill, Recording Clerk

REGRETS: Jeremy Crosby, CAO

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 will recuse himself for item number 13 f) Reddin Meadows Subdivision.

3. **APPROVAL OF THE AGENDA**

It was moved by Councillor Jeff MacDonald and seconded by Councillor Jody Jackson that the agenda be approved as circulated.

4. **PRESENTATIONS**

Nil

5. **ADOPTION OF THE MINUTES**

It was moved by Councillor Jody Jackson and seconded by Deputy Mayor Steve Gallant that the regular monthly meeting minutes of July 12, 2023, be approved as circulated.

6. BUSINESS ARISING FROM THE MINUTES

Nil

7. PRESENTATIONS FROM THE FLOOR

Nil

8. MAYOR'S REPORT

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

- Chaired the regular monthly meeting of Town Council and the Committee of the Whole Council
- Participated in the PEI Urban Mayors and CAO's meeting in Summerside
- Very honoured to participate, along with council and staff, in the flag raising ceremony to celebrate the 150th Anniversary of the RCMP
- Presented a Volunteer Recognition Award to Holly Smith who contributed so much to Active Transportation in Stratford
- Together with staff and Deputy Mayor Gallant, participated in the ribbon cutting ceremony to mark the opening of the Town portion of the Trans Canada Trail
- Attended a presentation of the provincial plans for the new Stratford high school
- Had the pleasure of helping raise the Pride flag to kick off Pride Week
- Was interviewed on two occasions by CBC
- Along with Deputy CAO Pierce and Council, met with Stratford MLA's Burridge and Redmond to discuss Stratford issues and priorities
- Attended Grand Opening of Home Hardware Stratford
- Participated in a funding announcement by the Federation of Canadian Municipalities (FCM) about funding received for our energy-saving plan
- Along with Deputy Mayor and staff, participated in a presentation and discussion about the Town's application for the Housing Accelerator Fund
- Attended meetings of the Safety Services Committee, and two meetings of the Planning, Development, and Heritage Committee
- Met recently with Acting CAO Jeremy Pierce about several recreation related issues
- Participated in an engagement session to develop a forest management plan with staff and Deput Mayor Gallant

- Had the pleasure of presenting welcome packages to several new Stratford businesses: Megan Muckler Counselling Therapy; Shining Stars Childcare; and Divine Haven Spa
- Spoke and visited with several residents to discuss various issues; and
- Attended internal meetings and looked after the day to day affairs of the Town.

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

The report was included in the agenda package for Council to review. In the CAO's absence, the Deputy CAO gave an overview of the report as follows:

- Held a department head meeting to discuss Town projects and initiatives with the management team
- Had a meeting with the director of finance regarding the lease agreement for the Public Schools Branch portion of the building
- Met with the former Mayor of Stratford and a business owner to talk about the community campus fundraising
- Attended a meeting with the Gray Group to talk about the Housing Accelerator Fund and their timeline for development
- Attended a meeting regarding the Reddin Meadows Subdivision development
- Attending a meeting with the environmental sustainability coordinator regarding funding and construction for energy efficiency upgrades to some of our facilities
- Attended a meeting regarding the Housing Accelerator Fund initiatives
- Attended the CADC Annual General Meeting with the Mayor
- Along with the Mayor and Council, attending the Town of Stratford's Growth Management Strategy presentation from Stantec
- Attended the grand opening from of Stratford's Gifts from the Heart new community fridge
- Attended the monthly Town Council meeting
- Attended the CMHC Atlantic Region Drop-In Session regarding the Housing Accelerator Fund
- Attended a special Council meeting to discuss several items
- Along with the Mayor, attended the Urban Mayor's/CAO's meeting hosted by the mayor of Summerside Dan Kutcher
- Attended a meeting with Jill Burridge Minister of Finance, and Jenn Redmond Minister of Workforce, Advanced Learning and Population to discuss Town projects and initiatives
- Attended the monthly Shape Stratford working group meeting
- Attending a meeting with a business owner regarding purchasing land in phase III of the business park

- Attended a meeting with staff, representatives from the province, CBCL, and APM to discuss excavation permitting and civil work coordination between contracts on the community campus
- Had a CAO department meeting to discuss town projects and initiatives with the department staff
- Attended the Town's Forest Management Strategy/Plan – engagement session
- Attended the announcement of the new Stratford high school and media briefing and presentation
- Chaired the monthly staff meeting
- Attended a meeting to review the submissions for our organizational review
- Attended the monthly Committee of the Whole meeting
- Attended a meeting with staff and Stantec to discuss changes to our development charges and capital contributions; and
- Attended a meeting with staff and Council regarding our submission under the Housing Accelerator Fund.

10. <u>SAFETY SERVICES</u>

a) Report – Councillor Jackson noted that the committee did not meet in July and will probably not meet again until September.

b) RCMP

The report for the month of July was included in the agenda package. Councillor Jackson noted that in general there are a lot of collisions taking place and there was a press release put out by the RCMP reminding people to be extra careful on the Hillsborough Bridge. There were 17 collisions in Stratford in the last month and a lot of those were on route I.

Officer Haight noted that the boundaries between the RCMP and the Charlottetown Police is the last land mass leaving Charlottetown and anything starting on the arch of the bridge is considered Stratford and is policed by the RCMP. If there is a collision at the peak of the bridge it falls under the RCMP.

Councillor Jackson stated that there were also a number of thefts under $5000 over the past month. He added that Council has been discussing bringing in E-Watch cameras which should help. Constable Haight agreed that E-Watch is a great benefit to the Charlottetown Police and once it is up and running in Stratford it will be a great benefit to the RCMP.

It was also noted that under the 'mischief' heading the numbers continue to be high. Constable Haight noted that in both Stratford and Cornwall there are youth out ringing doorbells. He noted that one of the tools that was showcased last week was a new drone and he added that he is one of the advanced pilots with the drone and he has been utilizing it at night as it has the capability of infrared vision and great night vision. Constable Haight stated that when he is on the night shift he is proactively putting the drone up in the air (if he doesn't have other duties he needs to attend to) and he has so far made a few arrests with the help of the drone. It is a very expensive piece of equipment ($20,000) so they need to be very careful with it.

Councillor Chandler mentioned the theft under $5000 and asked if this referred to people's property as opposed to theft from a motor vehicle and Constable Haight replied that is correct.

Councillor Chandler noted when we spoke with Cindy Bowring, theft from motor vehicles was mostly from unlocked cars and it was a very rare instance that we would see a smashed window, and she asked if that was still the case. Constable Haight replied that in the Town of Stratford that still remains the case. Councillor Chandler stated that the message still stands for people to lock their cars and Constable Haight replied that is correct.

Councillor Chandler noted that she had asked in the past about reports and one month the report was very specific. We could see on the map – tickets issued for speeding in a specific location. She stated that as we monitor more traffic she is interested in more specific locations of where incidents take place, and Constable Haight replied that they can supply that data. He noted that when they write a ticket on the electronic system it has a GPS coordinate.

Deputy Mayor Gallant took a moment to compliment Corporal Weatherbie and other members of the detachment noting that the visibility in the Town has increased quite a bit.

Constable Haight stated that Corporal Weatherbie sends his regrets that he could not attend the meeting this evening. Corporal Weatherbie also asked Constable Haight to pass on a thank you to the Mayor and Council who attended the safety building last week and he wanted to extend a special thank you to Wendy Watts who was instrumental in organizing the event.

c) Street Light

No report

c) Humane Society Report

The report for the month of July was included in the agenda package. Councillor Jackson stated that the standard community patrols continue.

d) Transit

The report for the month of July was included in the agenda package. Councillor Jackson noted that the average ridership per day in July was 254, which is the highest we have ever had in a month, and he felt that this number speaks to the new runs that have been added.

Councillor Jackson noted that he and the Deputy CAO took part in the announcement for the new depot and the funding for the new electric and more fuel efficient diesel busses that are among Charlottetown, Cornwall, and Stratford. Councillor Jackson noted that it was great to see support from all levels of government.

e) Cross Roads Fire Department

The report for the month of July was included in the agenda package. Councillor Jackson gave a brief overview of the fire company report noting that there were 28 calls in July and 24 of those calls were in Stratford. However, a lot of those call were just fire alarms going off. It was also noted that there were a number of medical first response calls. Councillor Jackson noted that with the increased numbers in traffic, we will likely see more of these types of calls.

Councillor Jackson thanked the fire company for the car wash they held to raise money for Camp Gencheff.

11. <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 – There were no committee meetings in July. The Recreation, Culture, and Events Committee, along with the Arts and Culture Sub-Committee will meet again in September.

Stratford Youth Centre & Council – Most youth Centre programs are closed for the summer, including the drop-in program; however, the Youth Council continues to meet. They recently had a meeting with Minister Jenn Redmond regarding the Bunbury Road crosswalk in front of Cotton Park. The Youth Council is advocating for the installation of a flashing beacon to improved pedestrian safety due to high traffic counts on the road, and excessive speeding. As a result of the productive meeting, Minister Redmond is now organizing a meeting between the Youth Council and the Minister of Transportation and Infrastructure Ernie Hudson.

The first ever Cheryl Duffy Service Awards have been presented to Tyler Beaver-Hounsell and Ashton Dudley. Both young men are long time members of the Youth Centre and are now pursuing post secondary education at UPEI and Dalhousie respectively. Tyler and Ashton will each be provided with a $500 bursary in memory of Cheryl Duffy.

The Youth Centre Garden Club continues to meet weekly as they are maintaining the Youth Centre garden plot at the community gardens. The Youth Centre Leadership Club took a short break but will be starting to meet again to continue fundraising for their trip in the summer of 2024 to Quebec / Ontario. Some youth members will be helping to repaint and clean the youth centre in August to have it ready for the new season. The Centre plans to re-open for the new season in early September.

Capital Projects - The Town is in the process of working on, and completing, several projects related to the recreation department. These include the installation of the playground at Strawberry Hill Park, the installation of an accessible beach mat at Keppoch Beach, installation of new disc golf baskets at the Town Centre course, and tree planting at various parks and green spaces around the community. The Town is also still working on several Hurricane Fiona relate projects.

To coincide with the installation of the playground at the Strawberry Hill Park, the Town would like to acknowledge the generous donation of Michael and Susan Farmer who donated five trees to accentuate the playground installation. Thank you to Mr. and Mrs. Farmer.

Events - The Town was intending to host a re-opening of the Disc Golf course on Saturday, August 5. The popular disc golf course was damaged during the hurricane, and new more permanent baskets have been installed. Unfortunately, the event was cancelled due to the weather and is now planned to be hosted as part of the Fall Fest in late September. Special thanks to Jacob Smith for leading the event. The day was to feature demo stations/clinics and a fundraising BBQ for the Stratford Youth Centre.

The Kerala Association will be hosting their festival in the Town Centre gym on Saturday, August 19. 2023. The day will consist of activities, sporting events, and performances.

The skateboard park will host a junior jam skateboarding competition on Sunday, August 27, 2023 from 10:00 a.m. to 3:00 p.m. The event is led by Megan Wish who is offering the ‘Intro to Skate’ programs that has been offered monthly since May.

Programs - 'Intro to Skateboarding' program continues to be offered. New courses began in August with additional courses in September and October that are now open for registration. The skatepark gets considerable daily use from April to November each year.

Pickleball continues to be a popular morning program at Kinlock Park. All four courts are regularly in use five to six mornings a week. Games are also regularly being played in the evenings when temperatures begin to cool down. Programming will return to the Town Centre gym in September.

Fall program registration will be open from August 1 to August 15, 2023, with various program offerings.

Fitness Area and Gymnasium - The Town Centre gym and fitness areas are well utilized in the summer months despite the outstanding weather conditions. The summer camp is now midway through the season with campers enjoying arts and crafts, recreational programs, disc golf, splashpad, and adventure walks through various Stratford trail networks. The camp will continue until September 1, 2023.

The fitness area saw an average of 70 guests a day during the month of July. These numbers are high for the summer months and will continue to grow as summer changes to fall.

Councillor Chandler stated that she attended the RCMP's 150th celebration and it was wonderful.

Councillor Chandler noted that a meeting was held with the Pownal Sports Centre and it was a positive and productive meeting. She felt that the Town would be able to re-establish communications and partner with the organization going forward.

Mayor Ogden took a moment to commend Councillor Chandler and Councillor Cox for arranging the meeting with the Pownal Sports Centre. He felt it was a great step forward as the organization is an integral part of our regional recreational asset.

Councillor MacDonald asked if there was any progress on the mini field being put in at Fullerton's and Deputy CAO Pierce replied that the tender package went out and closed a week and a half ago. It came back a bit over budget. We met with the softball groups and the baseball groups and we were able to refine the project to get it back under budget. Our project manager Carter Livingstone is meeting with the contractor Birt and MacKay regarding the next steps. Deputy CAO stated that he is hopeful that things will get underway within the next week or so and it should be fully operational for the spring.

Councillor Jackson asked if there was a time other than mornings in the fall where a person might be able to give pickleball a try. Deputy CAO Pierce replied that pickleball operates from Monday to Friday from September to May from 9:00 a.m. to 5:00 p.m. He noted that there is also a Friday evening program for adults which is new this year. Also being offered is an 'intro to pickleball' youth program on Friday evenings.

b) Resolution RC001-2023 – Paving Upgrades at Robert L. Cotton Park

Moved by Councillor Jill Chandler
Seconded by Deputy Mayor Steve Gallant

WHEREAS as part of park upgrades undertaken at Robert L. Cotton Park, where the existing storage barn has been relocated to accommodate additional parking, tenders were received for site work and paving required to re-surface the existing asphalt and gravel parking areas, and to construct suitable subbase and pave over the former footprint of the storage barn; and

WHEREAS the tender prices received are summarized as follows:

Contractor	**Tender Price (excluding HST)**
M & M Resources Inc.	$107,400.00
Hynes Paving	$102,833.25
The Island Construction Ltd.	$102,795.00

AND WHEREAS Island Construction Ltd. having a tender price of $102,795.00 (excluding HST) was the lowest bid received, and where engineering services for this project are estimated at $3,000.00 (excluding HST), resulting in a total estimated project cost of $105,795.00 (excluding HST), and where a total of $160,000.00 (excluding HST) was carried in the capital budget for the project.

BE IT RESOLVED that the Town accept the tender price of $102,795.00 as submitted by Island Construction Ltd. for the paving project at Robert L. Cotton Park.

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

Councillor MacDonald noted that engineering services for the project are estimated at $3000 excluding HST, and he asked who is responsible for providing the engineering services for $3000, and infrastructure director Jeannie Woodard replied that the Town hired a geotechnical consulting firm to review the state of what was there and what we might need to do in order to do the upgrades.

Councillor Dowling noted that he goes through the park every day and he has been watching the developments in relation to the reconfiguration and moving of the barn storage facility. He noted that they did a fabulous job and it's going to be a solid facility for at least another 50 years or more. Councillor Dowling added that it did open a lot of area for parking which was good to see because it is a very well utilized facility.

Mayor Ogden noted that the park has really improved over the past few years due to the work of our horticulturist Heidi Wood. She has done a fantastic job in enhancing the appearance of the park.

Question: **CARRIED**

12. FINANCE AND TECHNOLOGY

a) Report

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

- We are currently waiting for the audit statements
- The Utility bills are due on August 21, 2023
- Utility collections – 135 first letters were issued with a due date of August 4
- We plan to meet with representatives from the Public Schools Branch to start the process of the lease renewal
- Reviewed the RFP for the Town Organizational review with the CAO and Deputy CAO
- Currently reviewing the commercial capital contribution rates
- We are trying to lobby the province on the current year's payments for the municipal tax credit
- Working on infrastructure claims for the new year
- Working with different departments on the application for the Housing Accelerator Fund; and
- Department staff has been enjoying some summer vacation.

For the benefit of residents watching online, Mayor Ogden explained the municipal tax credit mentioned in Councillor Dowling's report.

Deputy Mayor Gallant asked Councillor Dowling if we have a plan in place to work with the people who received utility collections letters, and finance director Kim O'Connell replied that we are quite happy to work with our utility customers to make payment arrangements; however, they must stick to the arrangements in order to avoid disconnection.

b) Financial Statements

Included in the agenda package for Council to review.

13. PLANNING, DEVELOPMENT, AND HERITAGE

a) Report

Councillor MacDonald noted that the minutes of the last meeting were not available as the Planning, Development, and Heritage Committee meeting had to be delayed due to a quorum issue.

b) Permit Summary

Included in the agenda package. Councillor MacDonald briefly reviewed the permit summaries.

c) Resolution PH020-2023 – DP084-23 – Kinlock EZ Storage Expansion – 7 MacKinnon Drive - SPU

Moved by Councillor Jeff MacDonald
Seconded by Councillor Gordie Cox

WHEREAS part 1 of the proposed phase will consist of a 4,150 sq. ft. (188'-8" x 22'-0") building and part 2 will consist of a 5,660 sq. ft. (188'-8" x 30'-0") building. This property is serviced with municipal sewer and water and contains no surface parking other than the loading areas in front of each unit; and

WHEREAS this development is located within the Town Centre Core Area (TCCA) and must be designed in accordance with the provisions of the TCC Zone, particularly Section 13.4.7. Commercial Zones Adjacent to Residential Zones and Appendix E: Core Area Design Standards - Town Centre Core Area (TCCA) - Parts II & III; and

WHEREAS at a Regular Monthly Council Meeting on July 12, 2023, in accordance with Section 13.4.3.(b) of the Town of Stratford Zoning and Development Bylaw, prior to the issuance of a Development Permit for a Special Permit Use, Council shall ensure that property owners within 61 m (200 ft.) of the subject property are notified in writing and asked to provide their comments; and ensure that a public meeting be held to allow residents to provide their input before making a decision; and

WHEREAS on July 13, 2023, nine (9) notification letters were sent to Property Owners within 61 metres (200 feet) of the subject property and a public meeting was held on July 24, 2023, at 7:00 p.m. at the Stratford Town Centre. The public were given until noontime on July 26, 2023, to provide comments on the intensification of the Special Permit Use. As of the response deadline none have been received.

BE IT RESOLVED that approval be granted to an application from Jeff Kirkpatrick to construct the final phase of the Kinlock EZ Self-Storage (2 self-storage buildings - 9,810 sq. ft. in total) on parcel number 1133289 (approx. 1.29 acres in total area) located at 15 MacKinnon Drive. Subject to the following:

1. Conformance with the conceptual drawings submitted to the Town prepared by Coles, Project No. 231116, Dwg. No. C1, A1, S1, & S2-Date: June 2023.
2. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
3. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOT.
4. A detailed landscaping plan must be submitted by a qualified expert outlining the details and quantities of the materials to be used.
5. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
6. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

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

Councillor Dowling noted that this was presented at the public meeting by Mr. Kirkpatrick and it is essentially the completion of a business plan for development of that property, and this approval will complete the project overall. They are very well utilized and a great service to our community.

Councillor MacDonald noted that on the overhead there is an ortho photo of the subject parcel in question. He noted that included in the agenda package there are photos of the existing structures.

Mayor Ogden added that this business does provide a great service in our Town and another opportunity for people who are downsizing to store their surplus materials.

Councillor Cox stated that as you look at the picture on the overhead screen, you can see a buffer zone that has already been established there between residents and this new build. He felt that we would be encountering more or that as we move forward. He noted that it is wonderful when this takes place and everyone works together to establish a form of a buffer zone. However, he is thinking of a long term resident in

Stratford who had a major build beside him of more than five acres – where no buffer zone was ever negotiated. This person has lived on this property for 70 plus years and their quality of life has been greatly affected. One of the properties that is on the lot next to his property is within 40 feet of his living room window. Councillor Cox stated that we greatly let that person down. He added that it bothers him that we did that because the person is suffering from a new build that went next door to their long term property.

Councillor MacDonald stated that he hoped we could come up with something that will work for both property owners.

Councillor Cox stated that he has tried to help both parties by trying to mediate, but unfortunately we don't have any bylaws or policies when it comes to building on a tree line, or putting buffers between them that weren't established, and the builder does not have to put in a buffer as long as it is 15 feet from the back of their lot. This person's great grandfather owned the land that the resident currently lives on. Councillor Cox stated that it bothers him that this person is getting no support from the builder or from Council to find some kind of a resolution to this issue. Councillor Cox stated that he has been working on this issue for five months and the builder doesn't want to do anything to support this person.

Councillor MacDonald stated that it is an important lesson for us to always deal with the issues 'at the front end.'

Councillor Cox stated that residents who are in their 70's shouldn't need to know what a buffer zone is or how a buffer zone can be established. He added that it is Council's job to look out for our residents – especially our seniors.

Mayor Ogden asked Councillor Cox what his suggested resolution to the issue would be and Councillor Cox replied that the resolution it to be very careful moving forward so it doesn't happen again. Mayor Ogden noted that when this was done no one realized that there would be a five foot elevation difference between the existing property and the new development.

Mayor Ogden noted that he wanted to clarify some of his earlier comments – it isn't just incumbent upon the Council. As part of the process there are public meetings and these issues are to be raised at these public meetings. Whenever there is a rezoning or a development that requires a variance, it's incumbent upon the people of the area who are notified of the rezoning or development to raise their concerns with the Town. Once a development takes place, it becomes a civil matter between the private land owners on each side. So, unfortunately, the role is limited of what the Town can do. Mayor Ogden noted that he, the director of planning, and the CAO met with these landowners and it's unfortunate that we are limited in terms of the options available.

Acting planning director Dale McKeigan stated that from a planning perspective, the department keeps a running tab of all the different things that the department is challenged on, as well as at Council meetings and planning board meetings. Dale noted that going forward we will have the list to present to the consultant (as he assumes that we will be hiring a consultant at some point to do an official plan and bylaw review), and we will work very close with them along the way.

Councillor Cox clarified that in no way were his comments meant to put down the planning committee. He added that we have an excellent planning committee and excellent staff. He added that steps could also be missed on the resident's part.

Question: **CARRIED**

d) <u>Resolution PH021-2023 – SD002-23 – Donald and Pam Newcombe – 41 Keppoch & Picton Beete – Disposition of Assets</u>

Moved by Councillor Jeff MacDonald
Seconded by Councillor Gordie Cox

WHEREAS approval (PH006-2023) was granted to Donald and Pam Newcombe to subdivide parcel numbers 328757 and 996595 (approx. 52,021 sq. ft. in total area) into 2 single dwelling lots located on Keppoch Road and Picton Beete Crescent subject to all other relevant provisions of the bylaw being met; and

WHEREAS the full scope of this file also includes the purchase and sale of parcel number 996595, currently owned by the Town, between the Town of Stratford and Donald and Pam Newcombe in accordance with *Policy No. 29 Disposition of Assets* as follows:

"<u>Buildings and Land</u>
All Town owned land and building sales must be authorized by resolution of the Stratford Town Council. Before any buildings or land are sold, the said buildings or land shall be appraised by a qualified authority. In addition, a survey of all surplus land must be prepared by a registered land surveyor prior to any sale;" and

WHEREAS a Plan of Survey prepared by Mantha Land Surveys Inc, (Date: April 15, 2022-DWG No. M-22-79) for the subject property was used by John Ives, Realtor, Century 21 to appraise the subject property at a market value of $4,300.00. In addition, an updated drainage plan has been completed.

BE IT RESOLVED that approval be granted to the sale of parcel number 996595 owned by the Town of Stratford to Donald and Pam Newcombe in accordance with *Policy No. 29 Disposition of Assets* subject to the following conditions:

1. That the subject property be appraised by a qualified authority.
2. That a plan of survey of the subject property be prepared by a registered land surveyor licensed to practice in the province of Prince Edward Island.
3. That a Purchase and Sale Agreement be prepared by the Town Solicitor and executed between the Town of Stratford and Donald and Pam Newcombe.
4. That the Purchase and Sale Agreement, the Property Appraisal, and the Plan of Survey be registered at the Queen's County Land Registry Office.

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

Mayor Ogden asked what the approximate square footage of the parcel was and Councillor MacDonald asked that the appraisal from Mr. Ives be displayed on the overhead screen. He noted that the land is 4348 square feet and Mr. Ives assessed it at one dollar a square foot. Councillor MacDonald noted that the basis for assessment is because it is essentially stranded land. It is a small piece of green triangular space located on the curve of Picton Beete. Councillor MacDonald added that it's not green space in the sense of usable recreation space. Our perspective was that when the subdivision approval was granted by Council, it would allow a much higher and better use of this small piece of stranded land to form part of the new residential lot such that it could hopefully be developed in the future so we could welcome some new residents. Councillor MacDonald suggested that on the open market it would languish.

Question: **CARRIED**

e) Resolution PH022-2023 – VA002-23 – Kreative Acres Corp – 25 Barkley Ave. – Lt Frontage Variance

Moved by Councillor Jeff MacDonald
Seconded by Councillor Jody Jackson

WHEREAS an application has been received from Kreative Acres Corp. to subdivide parcel number 328666, located at 25 Barkley Avenue, into two (2) single detached dwelling lots. The proposed lots are in the Low-Density Residential Zone (R1) which requires the Minimum Frontage to be 22 m (72 ft.). The Preliminary Plan of Survey shows the proposed two (2) lots each having 18.898 m (61.8 ft.) of Frontage, which is 3.102 m (10.2 ft.) less than the Minimum Frontage Requirement, thereby requiring a **14.1% variance**; and

WHEREAS pursuant to subsection 6.1.2. of the Zoning and Development Bylaw #45, Variance applications shall demonstrate one of a number of tests for justifying a Variance approval. This application has been considered against the following tests:

a) the lot in question has peculiar conditions, including small Lot size, irregular Lot shape, or exceptional topographical conditions, which make it impractical to develop in strict conformity with Bylaw standards;
b) strict application of all Bylaw standards would impose undue hardship on the Applicant by excluding the Applicant from the same rights and privileges for reasonable Use of his/her Lot as enjoyed by other persons in the same zone; and

WHEREAS on June 30, 2023, in accordance with subsection 6.1.6. where a Variance in excess of ten percent (10%) is being requested, thirty-four (34) notification letters were sent to property owners who own parcel(s) of lands which are located in whole (or in part) within sixty-one metres (61 m) or two hundred feet (200 ft.) from any lot line of the parcel being proposed for the Variance. As of the response deadline on July 17, 2023, no comments have been received.

BE IT RESOLVED That approval be granted to an application from Kreative Acres to subdivide PID 328666 into 2 lots of approximately 994.3 sq. m, (10,702 sq. ft.) & 984.8 sq. m. (10,600 sq. ft.) for residential use (single detached dwellings) subject to the following:

1. That a Plan of Survey be prepared by a professional surveyor licensed to practice in Prince Edward Island showing the two (2) lots as per the Preliminary Plan for Lot 23-1 & Lot 23-2 as prepared by ISE – Island Surveying & Engineering, DWG. No.23074-1 Dated: May 24, 2023.
2. That the sewer and water systems shall be designed in accordance with the Stratford Utility Corporation Servicing Standards and that a Utility Agreement shall

be executed along with the payment of all applicable capital contribution fees required by the Utility Corporation.

3. That a stormwater management plan be designed by a licensed engineer using Low Impact Development Guidelines approved by both the DOTI and the Town of Stratford.
4. That the Preliminary Development Plan must meet all the DOE requirements and a plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction on the lots.
5. That all other relevant provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw # 45, are met.
6. That preliminary approval shall be valid for a period of 3 years.

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

Councillor MacDonald stated that Deputy Mayor Gallant did have a few questions before the meeting convened. Councillor MacDonald noted that from the survey included in the agenda package you are able to see that there is currently a dwelling on the property in question, and the plan for that property is to be moved, and two small new housing units will be constructed on lots side by side. Councillor MacDonald asked the town planner to provide some further information on the request.

Acting planning director Dale McKeigan stated that there have been several lots that have been subdivided by way of a semi-detached where the building is subdivided down the middle and two lots created, and there have been variances on a few of those lots in the last couple of years. This will not be the first one and as Councillor MacDonald said we were being fair in doing this and the only variance we are requiring is the frontage and it is minimal. What is being proposed for both of the lots are two single detached units – basically small houses and they will fit into the character of the neighbourhood.

Councillor MacDonald stated that you will note from the survey plan on the overhead screen that the lot to the left is also owned by the applicant. The impact on the adjacent land holder will be minimal in this case because it is the applicant's land as well. Although, that is not the case to the lot to the right. Councillor MacDonald did note for the record that notification letters were sent out and no responses were received.

Councillor Dowling noted that in relation to this application – one key consideration for Council is always consistency within existing residential areas. In this application, it is consistent with other developments along Barkley Avenue. The fact that the residents haven't raised any concerns with that model being continued within Barkley Avenue speaks volumes and he will be in support of the resolution.

Councillor Chandler noted that for clarity that the last time we met to discuss a variance on Barkley Avenue that property was already built, so it's not the same thing. Councillor MacDonald replied that it is not the same type of application, but in terms of allowing for consistency of Council's approach and consistency with how developing is proceeding on Barkley, as well as whether or not we deny this application is the same.

Councillor Chandler noted that she is very open in saying that planning and building is not her area, so she will ask questions in layman's terms. With the frontage being smaller does that change the size of the house that can be put on it, and Councillor MacDonald replied that it would still require setbacks. The acting director of planning Dale McKeigan added that we would rather have the setbacks met and give a variance for the setbacks as well, so when they come in with a building permit for those lots, we would rather maintain the setbacks. However, it doesn't mean we wouldn't entertain a small variance, but we would rather keep them 'inside the box' without giving a variance to the sideyard setbacks. There shouldn't be any problem with the front and rear – any problem at all and you would need to reduce the size of the footprint of the house to make it fit properly, or they could request a variance. Dale added that the applicant does have the right to request a variance.

Councillor Chandler stated that she doesn't have any issues with the application; however, and this is for a much further discussion, we rely on the fact that we have done our 'homework' and followed the process and procedures and sent the letters out. In certain instances, we haven't received any responses and we can assume that means that there are no challenges, but sometimes that also means that a challenge might come after it's done, so maybe there is an opportunity going forward to also consider that. Councillor Chandler noted that when we say a step was missed there are a lot of reasons, maybe a lack of awareness or timeframe etc., but once a building is up and done there is not very much we can do. She felt that there may be more opportunity for engagement in the preliminary process. Councillor MacDonald stated that just because there is no opposition by written submissions to us does not absolve Council's responsibility to act in the best interest of the citizens of Barkley Avenue, as well as the Town as a whole. He also noted that in regard to Councillor Chandler's comments about 'keeping an eye' on the broader picture as it relates to Barkley Avenue, he is mindful of Councillor Dowling's comments from a Council meeting a few months ago in relation to the creation of our new Urban Core Zone, as well as our Mixed Use Zone.

Councillor MacDonald stated that it may be an opportune time during the lifespan of this Council to re-visit the zoning in certain areas. Councillor MacDonald referred to 'Shape Stratford' and noted that there is a resolution later in the agenda about a very promising initiative that we can partner with Canada Mortgage and Housing Corporation (CMHC) and it will be something that hopefully, we are going to be able to receive some resources for us to engage some additional human resources for the Town. We can start looking at some of these things and making a more workable situation for our current residents, but also hopefully for future residents.

Question: **CARRIED**

Deputy Mayor Gallant recused himself as he had a conflict on resolution Ph023-2023 – SD015-23 – Landfest Company Ltd. – Reddin Meadows – Major Subdivsion.

f) <u>Resolution PH023-2023 – SD015-23 - Landfest Company Ltd. – Reddin Meadows – Major Subdivision</u>

Moved by Councillor Jeff MacDonald
Seconded by Councillor Jody Jackson

WHEREAS an application has been received from Landfest Company Ltd. to subdivide parcel numbers 1061175, 1061167, and 329011 (approx. 14.01 acres in total) in accordance with the submitted Development Scheme prepared by Fathom Studios in association with SableArc, dated July 2021. The Development Scheme references 84 total units (two 6-unit townhouses, seven 5-unit townhouses, two 4-unit townhouses, two 3-unit townhouses, and 23 single unit dwellings), a reduction in lot frontage for single dwelling units from 72 feet to 45 feet and a reduction in side yard setbacks from 8 feet to 6 feet, and a reduction in flanking side yard setbacks or townhouse dwelling units from 17 feet to 6 feet, as permitted per section 11.5.5.(b) of the Zoning and Development Bylaw #45; and'

WHEREAS this application was preceded by a bylaw amendment (rezoning) application dated May 25, 2021 and accompanying detailed rezoning Development Scheme submitted by Landfest Company Ltd. to rezone PID's 1061175, 1061167, and a portion of 329011 (approximately 14.01 acres in total) from Low Density Residential Zone (R1) to Planned Unit Residential Density Zone (PURD); and

WHEREAS several iterations of the Development Scheme and Traffic Impact Study were submitted on behalf for review by the Planning Committee and Council and all other requirements of the Zoning and Development Bylaw #45 pertaining to a bylaw amendment for rezoning i.e., notification letters, public meeting, etc.) were met; and

WHEREAS on July 14, 2021, Council denied the application for rezoning and on July 30, 2021, the applicant filed a notice of appeal with the Island Regulatory and Appeals Commission (IRAC) where, on March 29, 2022, the Commission ordered that the Property be rezoned subject to the conditions recommended by the town planner and the Planning Committee for the Town; and

WHEREAS the Commission's decision in favour of the Applicant (Appellant) by Ordering that the Property be rezoned subject to the conditions recommended by the town planner and the Planning Committee for the Town, applies to the rezoning only. This decision does not exempt the applicant from following the subdivision process and requirements, and that all development be in accordance with the Development Scheme referenced herein.

BE IT RESOLVED that preliminary approval be granted to an application received from Landfest Company Ltd. to subdivide parcel numbers 1061175, 1061167, and 329011 (approx. 14.01 acres in total) in accordance with the submitted Development Scheme prepared by Fathom Studios in association with SableArc, dated July 2021 as permitted under section 11.5.5.(b) of the Zoning and Development Bylaw #45 subject to the following:

1. Conformance with the approved Development Scheme prepared by Fathom Studios in association with SableArc, dated July 2021, showing 84 units (23 single dwelling units, 2 three unit semi-detached dwellings, 2 four unit townhouse dwellings, 6 five unit townhouse dwellings and 2 six-unit townhouse dwellings), a reduction in lot frontage for single dwelling units from 72 feet to 45 feet, a reduction in side yard setbacks from 8 feet to 6 feet, and a reduction in flanking side yard setbacks for townhouse dwelling units from 17 feet to 6 feet, and the provisions of any Subdivision Agreement or Development Agreement.
2. All subdivision and/or development shall be subject to a Subdivision Agreement and/or Development Agreement that may include, but not limited to, the following:
    i. Subdivision requirements pursuant to section 4 of Bylaw #45;
    ii. Building types within the development;
    iii. Schedule of styles and design with emphasis placed on the placement of buildings relative to surrounding uses and streets; and
    iv. Schedule of subdivision and/or development phases.
3. That a stormwater management plan be designed by a licensed engineer using Low Impact Development Guidelines approved by the Department of Transportation, Infrastructure and Energy and the Town of Stratford.
4. That the proposed parkland area, as shown on the Plan of Survey, be deeded to the Town of Stratford as parkland dedication totaling 92,496.44 sq. ft. (15.2%).
5. That the concept design must meet all the Department of Environment requirements and a plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
6. That the proposed public roads shall be designed in accordance with the provincial road standards of the Department of Transportation and Infrastructure and that a Subdivision Road Agreement shall be executed.
7. That the sewer and water systems shall be designed in accordance with the Stratford Utility Corporation Servicing Standards and that a Utility Agreement shall be executed along with the payment of all applicable capital contribution fees required by the Utility Corporation.
8. That the developer contacts Canada Post to confirm, in writing, the location for community mailboxes and any other responsibilities and/or requirements for both parties.
9. That the proposed subdivision meets all other relevant requirements of the Town of Stratford Zoning and Development Bylaw #45, except for the lot standards which are being approved in the Development Scheme as per condition 1. above.
10. That the Preliminary Approval shall be valid for a period of three (3) years from the date of the approval.

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

Mayor Ogden noticed a typo in the resolution on item #6 where it states *Department of Transportation, Infrastructure Energy* and stated that Energy is now a part of Environment and #6 should just read should read the *Department of Transportation and Infrastructure* and everyone agreed that the typo would be corrected.

Councillor Dowling asked which parcels are included in the application and Councillor MacDonald demonstrated the entirety of the proposed development with the aid of the overhead screen, adding that it is not to be completed in one single phase. Councillor Dowling asked if he could point out the section that is referred to in the resolution. The acting director of planning Dale McKeigan noted that what is being shown in green is the entirety of the subdivision that was classified with the parcel numbers included, and this was construed as being the development scheme. That was the order given by the Island Regulatory and Appeals Commission (IRAC) to be followed going forward and the conditions of the town planner and the Planning Committee. At this time, Councillor MacDonald gave a bit of background information on the issue. He added that if the resolution is successful the applicant would need to apply specifically to develop the lots in question. The lots would then be subject to the reduced setbacks and the reduced frontages as well. Dale stated that everything that is shown on the screen was part of the development scheme that was approved by IRAC at the hearing on March 29, 2022, and that must be followed on the basis of the rezoning. Dale added that all the setbacks were already stated that were in the development scheme so they have already been taken care of and we will make sure that it is honoured going through in the development permits that will be issued.

Mayor Ogden noted that under Planned Unit Residential Development (PURD) there are these kind of setbacks and are approved as part of the rezoning. Councillor MacDonald noted that the numbers came from Fathom Studios who had been retained on behalf of the applicant Landfest.

Councillor Cox indicated an area on the overhead screen and asked Dale if the area he was referring to was to be left as undeveloped for a green space. Dale replied that there is a greenspace located in the top left hand corner and there is also the greenspace that was left as undeveloped as noted by Councillor Cox, but if recreation determined they wanted to put something in that space they could do that.

Councillor Dowling stated that he appreciates that this matter is going back a few years and has gone through appeals to IRAC and IRAC has made the decision and provided direction in relation to what must be done.

Councillor Dowling stated that he is in favour of densification and it's the way Stratford will need to move forward in many areas that are designated as higher density zoning. He added that he was never a fan of taking low density residential neighbourhoods and densifying them within that neighbourhood because it would be inconsistent with the character of the neighbourhood, and that is certainly what has taken place here. Otherwise, a single family and other low density residences are being intensified to a great extent. The most concerning is the one street where the new cul-du-sac is proposed and which will have a combination of higher density and lower density townhouses and apartment buildings.

Councillor MacDonald noted that Councillor Dowling makes an excellent point and this came up during the appeal at the Commission level. With reduced frontage and reduced setbacks there is going to be intensification even in the single dwelling portion of the new development. However, they did take some care and consideration especially when you look at the proposed extension of Reddin Heights. The acting planning director asked Council to keep in mind that of the 84 units – 23 are single unit dwellings and that is approximately a quarter and that is a large percentage. Also, as noted by Councillor MacDonald, they are around the periphery where they would meet other residential development of a similar nature. Dale stated that is doing due diligence on that part of it to keep similar or the same and in compliance.

The acting planning director noted that going forward as we have more subdivisions of the future coming towards us, we will be doing more similar development like this where we will have a mix of use to meet the edges and also get the higher density as well. It is part of our mandate going forward to increase the intensity and density as well.

Councillor Dowling reiterated that he is not opposed to densification, but he felt that it has to be managed as best as we possibly can in relation to those edges. He also noted that he looks forward to a review of the official plan to see what we have designated as consistent RR1 properties and what we might designate as higher density or even commercial properties 'down the road,' so we can manage any conflict of that declassification with existing single family residential areas. He noted that people buy into an area for a particular aesthetic. If they buy into an area with a bunch of apartment buildings that is one thing, but if they buy into an area that is single family they have a reasonable expectation that there are not going to be huge apartment buildings built next door to them.

Councillor Chandler asked if the initial application had proposed more density and Mayor Ogden replied that there is quite a history to this application. He noted that it would take him awhile to recount the history, but the synopsis is that it was first purposed as a sustainable subdivision and there were public meetings and there was a lot of discussion about it, although he cannot recall the number of units proposed at that point. It was somewhat similar, a little denser, but there was more green space. Then there was another proposal which was more like the current proposal which was put forward and Council asked that planning work with the developer to make changes and the developer came back with the changes that were requested but Council did not approve the application. That is the one that the developer appealed to IRAC and IRAC upheld the appeal and their decision was substituted for Council's decision. Mayor Ogden noted that we are now in a position of approving the subdivision plan which is required to go with the IRAC decision.

Councillor Jackson stated that he is excited to see things move forward noting that we have a developer with a good track record. He felt it was a good plan and that it will offer more options to residents and he supports it.

Councillor Cox agreed that it was a well thought out plan. He added that from his sustainable point of view he is all about green spaces and he wanted to ensure that there will be a green space.

Question: **CARRIED**

14. <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 and repair work continues throughout the Town. Trails, parks, and greenspaces are still getting attention related to reinstatement and landscaping. Some repair work such as fencing, batting cages, roofing, etc., is being completed through the insurance claim.

Work is completed on the paving of the Trans Canada Trail along MacIntosh Drive and Hollis Avenue and Williams Gate from the underpass to Shakespeare Drive, with only minor landscaping work remaining. There was an official opening of the newly improved trail held on August 2, 2023, at Fullerton's Creek Park. This was an opportunity to acknowledge our funding partner, Trans Canada Trail, on this project and was also combined with acknowledgement of a long standing volunteer member of the Active Transportation Committee, Holly Smith. Holly served on the committee for 15 years and was presented with a token of appreciation from the Town, sponsored by the Trans Canad Trail.

Work is ongoing and progressing well on the community campus site. It is a busy location with construction on the high school site also underway. The contractor is on schedule to have the infrastructure installed and have the base asphalt placed on the road by the end of November. Final asphalt, and the sewer lift station commissioning is scheduled for completion by August 2024.

Rehabilitation work has begun at Moore's Pond and is expected to be complete by the end of September. Once all work is complete, the pond will refill naturally and have more water depth which will enhance the health of the pond.

Three tenders were received for the paving of the parking lot at 21 Hollis Avenue. The work is anticipated to be awarded this week with the paving to be completed by the end of the fall season.

Three proposals were received for engineering services for the design of the extension of the forcemain from the Corish sewer left station to the gravity trunk main. A resolution recommending awarding of the work to WSP Canada incorporated is being presented this evening.

Infrastructure staff has been busy with the following:

- Ongoing maintenance at Town owned properties, buildings, sports fields, and trails
- Maintenance and upkeep of vehicles and equipment
- Outside staff is busy with grass cutting, trimming, gardening, painting, landscaping, garbage pickup etc.

- Exterior painting of maintenance building on Hollis Avenue
- Assist with tree planting program
- Bylaw complaints and investigations are ongoing
- Temporary speed hump assessments
- Annual fire hydrant exercising and maintenance is underway
- Annual water valve exercising has been completed; and
- Water and sewer inspections and water turn-ons for new development are ongoing.

During the month of July there were no sewer or water emergencies. There were three water leakages found in service laterals. Two were on the owner's portion of the lateral and were repaired by the owner, one was within the Utility's portion and been repaired by the Utility.

There was a sewer service interruption at 133 Dale Drive due to Maritime Electric installing a utility pole through the sewer lateral. This has been repaired by maritime Electric. There was a sewer lateral blockage on Mason Road found to be in the utility portion of the service. The blockage was cleared and arrangements have been made to correct the issue in the service lateral.

Councillor Jackson thanked Deputy Mayor Gallant for his leadership on the paving for the MacIntosh and Hollis trail adding that it is great to see it finished. It will now allow access from Mason all the way over to Fullerton's.

b) **Resolution INC008-2023 Corish Sewer Forcemain Extension**

Moved by Deputy Mayor Steve Gallant
Seconded by Councillor Ron Dowling

WHEREAS proposals were received on July 17, 2023, from engineering consultants to complete the design, tendering and contract administration for the Corish Forcemain Extension project; and

WHEREAS three submissions were received: one from WSP Canada Incorporated, one from CBCL Limited and one from Stantec Consulting Limited; and

WHEREAS the proposals were evaluated by a team of 3, who ranked each submission out of a total score of 100 with the following results:

Consultant	Total Score

WSP Canada Incorporated	89.69
CBCL Limited	88.83
Stantec Consulting Limited	87.81

AND WHEREAS WSP Canada Incorporated having the highest score submitted a total estimated price of the design, tendering, contract administration and site inspection during construction of $151,490.00 (HST excluded), which is in line with what was expected for this service; and

WHEREAS a capital budget of $1,540,000.00 was approved for the design and construction start in this budget year, with another $1,540,000.00 approved for project completion next year; and

WHEREAS funding from the Municipal Strategic Component of the Canada Community Building Fund has been obtained in the amount of $1,115,143.84 to complete the project.

BE IT RESOLVED that the design, tendering, and contract administration be awarded to WSP Canada Incorporated in the amount of $151,490.00 (HST excluded).

Discussion: This resolution bears the recommendation of the Infrastructure Committee via an email poll.

Councillor Dowling noted that something he hasn't encountered is the scoring system as opposed to the cost of the project being the singular factor which is often the case. He asked for some background on the type of factors that were considered in the scoring. Infrastructure director Jeannie Woodard replied that it is somewhat of a different process when we are looking for a consulting firm for design work as opposed to contractor work which is essentially a bid price. Jeannie noted that when we put out an RFP for design services. Jeannie stated that the Town does indicate what the evaluation process will be and how it will be scored. She added that the standard is five sets of criteria. The first one is typically evaluating the experience of the firm and what experience they have with similar projects. We then look at the experience of the team that is proposed to do the work. We write the methodology that they present in order to get the scope of work completed. The schedule and the fees are also rated.

Jeannie noted that we review the proposals before we look at the fees. She noted that in this particular RFP the fees were worth 10%. They are also scored on their technical abilities, so 90% of the score was evaluated and ranked before we looked at the fees and then we included the fees into the whole 100% score.

For clarification, Councillor MacDonald stated that fees are considered as part of the scoring and Jeannie replied that is correct. She noted that depending on the project, we sometimes weight them differently.

Question: **CARRIED**

15. COMMITTEE OF THE WHOLE

Resolution CW014-2023 – Housing Accelerator Fund

Moved by Councillor Ron Dowling
Seconded by Councillor Jeff MacDonald

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

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

WHEREAS the Town Council recognizes the significance and potential impact of the Housing Accelerator Fund in meeting the housing needs of our community; and

WHEREAS the Town Council believes that collaborating with the CMHC through the Housing Accelerator Fund will enhance our ability to develop and implement sustainable housing projects; and

WHEREAS the Housing Accelerator Fund application process requires a Municipal Resolution expressing support and a commitment to collaboration from the local government.

Whereas the seven proposed Housing Accelerator Fund Initiatives are as follows:

1. Implement revisions to the Zoning Bylaw to rezone C1 & C2 parcels at major transportation nodes to a mixed-use zone (WMU, TCMU, CMU) in order to allow for residential development above existing or new commercial units.

2. Implement revisions to the Zoning Bylaw to remove the height limit and implement a minimum height and remove the minimum lot area requirement for multiple attached dwelling developments.

3. Establish a package of pre-approved design plans for missing middle and higher density developments, including townhouses and side-by-sides as well as accessory dwelling units when zoning permits.

4. Implement revisions to the Zoning Bylaw to permit Accessory Dwelling Units to be permitted on low density residential lots.

5. Implement an e-permit system to streamline applications, including revisions to current application processes and scheduling inspections.

6. Implement changes to the Zoning Bylaw to require a maximum lot area and reduce front setbacks for new single-family dwellings and semi-detached/duplex developments.

7. Remove application fees and expedite application timelines for proposed affordable and supportive housing development applications from NGO’s and provincial entities.

BE IT RESOLVED THAT:

- Stratford Town Council hereby expresses its full support for the Housing Accelerator Fund and the goals it seeks to achieve in addressing the affordable housing crisis in our community;

- Town Council authorizes the Mayor/Chief Administrative Officer to submit an application to the Housing Accelerator Fund on behalf of the Town of Stratford, declaring our intent to collaborate with CMHC and actively work towards the development of attainable housing projects suitable for our community;

- Town Council commits to work closely with CMHC and other relevant agencies to identify suitable attainable housing projects, explore innovative financing mechanisms, and ensure the implementation of the Housing Accelerator Fund's attached initiatives;

- Town Council hereby acknowledges that, if selected, it will diligently adhere to the requirements, guidelines, and terms set forth by the Housing Accelerator Fund when utilizing funds for attainable housing development within our community;

- Town Council requires that all recommendations arising from the Housing Accelerator Fund will follow the due process before coming to Council.

BE IT FURTHER RESOLVED that the Chief Administrative Officer is authorized and directed to transmit a certified copy of this resolution to CMHC, along with any other necessary documentation required for the Housing Accelerator Fund application.

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

Councillor MacDonald took a moment to recognize the efforts of Scott Carnall who has been with the Town's planning department for a few months, and he also recognized and welcome Alexandra Brown who is the Town's new data manager. Councillor MacDonald noted that staff did not have a lot of time to get the application completed and he felt that they did an outstanding job gathering all the required information and he wanted to recognize those efforts.

Mayor Ogden noted also recognized Dale McKeigan who is currently the acting director of planning. Mayor Ogden noted that the department has really been able to function much better because of these individuals.

Councillor Chandler stated that she did have one question regarding number 7 of the proposed initiatives. She noted that most of the initiatives are listed in a way as if to implement, and the last one is '*remove applications*' and she wondered if the way it is written suggests an automatic removal or that too still needs to be implemented through Council. Councillor MacDonald noted that it is just to remove the application fees and Mayor Ogden added that it still needs to come as a resolution to Council. Councillor Chandler noted that the tense of the other six initiatives are different, and the way number seven is written suggests that we will remove application fees and expedite application timelines.

Mayor Ogden asked Councillor Chandler if she would like to introduce an amendment to the wording and she asked if that would slow down the application. Councillor Chandler stated that it is the word '*remove*' that concerns her. Scott Carnall stated that the department can certainly look at it.

Mayor Ogden noted that there can be a friendly amendment if the mover and seconder are in agreement.

Councillor MacDonald felt that the change that Councillor Chandler was looking for was - the implementation of changes to the application fee structure as it relates to applications from NGO's and provincial entities and review application timelines for proposed affordable and supported housing developments to allow for that process. Councillor Chandler noted that even if it was to follow the same implementation changes to application fees and expedite applications.

Mayor Ogden asked the author of the document if the proposed new wording makes sense and Scott Carnall agreed that it did make sense.

Mayor Ogden asked Councillor Chandler if she wanted to introduce the friendly amendment to the resolution, and she replied that she would like to propose the wording as stated by Councillor MacDonald and both the mover and seconder were in agreement with the amendment.

Councillor Jackson felt that the original number 7 initiative made sense. If we are going to remove the application fees and we are going to expedite the application timelines, it is 100% fair. Councillor Jackson stated that he does not support the amendment as he felt that it was fine as originally written. Councillor Jackson stated that if we are agreeing to this and we have NGO's and government, we should be removing these fees if it helps expediate affordable housing in our community, and he felt it would be easy to commit to removing the fees.

Mayor Ogden noted that we will follow the process that we always follow for any changes that are proposed. It will be a resolution of Council and a discussion at planning board meetings. We need to have the application in by August 16, 2023, and that is why we have the accelerated timeline, and it is an opportunity to achieve some significant funding. Mayor Ogden noted that any decision Council makes can be changed if we get additional information. However, this is what we are proposing to do and if we have a public meeting and new information comes to light, we can amend our decision, although it might mean we don't get the funding. Mayor Ogden added that the current wording allows the application to move forward.

Wendy added that the only thing being voted on tonight is to allow the application to go forward – not implementing the changes. Those initiatives will still need to go through the planning process and be changed by policy and bylaws.

Councillor Dowling noted that the seven initiatives are inherent within the resolution itself in commensurate with the application. He felt it was important as pointed out by Councillor Jackson that this is in relation to applications stemming from funding should we be approved through Canada Mortgage and Housing Corporation (CMHC) and receive that funding – then it is to divest of application – to remove application fees for NGO's and provincial entities. Councillor Dowling stated that if he is understanding Councillor Jackson correctly – what he is saying is that it makes it more simplified for those organizations going forward.

Mayor Ogden noted that we had a request for a friendly amendment; however, a friendly amendment must be unanimous and there has been an objection.

Mayor Ogden stated that if someone wants to amend the motion, they will need to entertain a formal motion for amendment. Mayor Ogden asked Councillor Chandler if she wanted to propose a formal amendment to the motion to change the wording. Councillor Chandler replied that it may be just her who has the concern with the wording, and she withdrew her request for an amendment.

The acting director of planning Dale McKeigan stated that he wants to be very positive because he does want this to happen, and he is okay with the removal of the application fees, but the expedite application timelines means processing. Dale stated that the department has many projects they are dealing with such as the urban core, the community campus, and subdivisions, and we will get more of these projects as time goes on. He wants to be cautious that it may be difficult for the planning staff to expedite applications when we are being inundated with applications. He is just not sure about fulfilling that requirement. Mayor Ogden thanked Dale for the clarification. He added that it is important to note that we would be receiving funding and Council could consider increasing resources to deal with these changes.
Question: **CARRIED (on the Original Motion)**

SUSTAINABILITY

a) Report
Councillor Cox noted that at the last Council meeting it was mentioned that the Sustainability Committee had agreed not to meet over the summer and will hold their next meeting in September. However, staff continued to work on the following items:

- The original section of Stratford's community garden is now 10 years old and was in need of repairs. To keep the gardens looking good and to ensure they are safe for users, staff spent part of the summer completing improvement work, including laying an entire new layer of woodchips, replacing edge boards, repairing fruit trees after Hurricane Fiona, and many other smaller repairs. The gardens host close to 90 individual gardeners, and also provides produce that is given away to residents in need – primarily at the Stratford community fridge.

- Staff and Council participated in a facilitated session in July to help guide the development of the forest management plan. Thank you to everyone who participated and provided input.

- The residential tree planting program has wrapped up for 2023 with another 50 trees planted on residential front lawns. Although staff expected the interest to be high this year after Hurricane Fiona, it remained stable with the past two years. It is anticipated to be back in 2024 and residents can have their name placed on a list to receive more information when registration opens.

- Staff completed the planting of more than 50 new trees to provide shade and enhance our urban forest cover.

- Residents are reminded that they continue to have access to energy concierge services through Switch Stratford, as well as free home energy audits. The advisors can assist with providing advice on the projects being explored, assist with understanding the various financial options available, and help ensure to any available rebate programs.

- The Town of Stratford will launch their business survey this fall and looks forward to receiving input from the business community.

- A number of sessions are being planned for the fall/winter, some of which will be informed based on the survey results, for the business community.

- The Town's Diversity and Inclusion Sub-Committee is participating in the Fall Fest in September with a 'Human Library' where instead of a book, you borrow a person for conversation time. The committee is also assisting with the organization of the 'new resident meetup' on Saturday, September 16 at 10:00 a.m., and assisted with the Town's recent participation in the Pride Parade, and other ongoing and new initiatives.

Councillor Cox left after he gave his report to attend another meeting.

16. <u>INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY</u>

The committee did not meet in July or August but will be meet in September.

Mayor Ogden noted that he and Deputy Mayor Gallant had the opportunity to meet with our Member of Parliament at the strawberry social which was held recently. It was a great opportunity to discuss some issues in a casual setting. Mayor Ogden noted that Council also met with the MLA's for Stratford. He added that having staff here from the provincial government five days a week will add a lot to our intergovernmental cooperation and partnership that we are working toward.

17. HUMAN RESOURCES

No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

Nil

19. OTHER COMMITTEES

a) Stratford Senior's Complex

Deputy Mayor Gallant gave his report as follows:

- The kitchen cabinets are being completed
- Sidewalk repairs are completed
- An application was submitted for a heat pump from the province for the common area; unfortunately, the application was rejected as it is not applicable to residential buildings
- The annual fire alarm was completed; and
- There are currently 23 people on the waiting list.

The acting planning director Dale McKeigan stated that he would like to know what the government definition of residential is because the scope of residential when you look at group homes and community care facilities is much different than apartment buildings, duplexes, and single homes. They may have grouped it into one category. He would like to see that followed up to see how they are categorizing group homes and community care facilities.

20. APPOINTMENTS TO THE COMMITTEE

Resolution CW013-2023 Committee Member Appointments

Moved by Councillor Jody Jackson
Seconded by Deputy Mayor Steve Gallant

WHEREAS Council has established a number of Standing Committees and Sub-Committees in the Council Procedural Bylaw, Bylaw #47, to advise and assist Council in its deliberations; and

WHEREAS the Bylaw provides for the appointment of residents and stakeholders by Council to provide public input to Council in its' deliberations.

BE IT RESOLVED that the following residents be appointed to the Standing Committees and Sub-Committees for the remainder of the two year term ending on November 30, 2024 as follows:

Finance and Technology Committee
Anthony Aucoin

Diversity and Inclusion Sub-Committee
Jordan Thibault

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

21. <u>PROCLAMATION</u>

ARTHRITIS AWARENESS MONTH SEPTEMBER 2023

Whereas *Community support has been critical throughout the Arthritis Society of Canada's 75 year history, enabling the organization to fulfill its mission to fight the fire of arthritis with cutting edge research, bold innovation, fiery advocacy, and evidence based information and patient centred support; and*

Whereas *Arthritis is not just arthritis. Arthritis is serious; it causes debilitating pain, restricts mobility, and diminishes quality of life. Six million Canadians - one in five – live every day with the fire of arthritis and there is no cure. Without a greater spotlight on this growing issue, the number of Canadians with arthritis will rise to nine million by 2040; and*

Whereas *During Arthritis Awareness Month this September, we seek to raise voices and awareness, and we are encouraging everyone who lives with arthritis, and all those who know and love them, to fight the fire of arthritis; and*

Whereas *The Arthritis Society of Canada is Canada's national charity dedicated to extinguishing arthritis for good.*

Therefore,
Be it Resolved *That I, Steve Ogden, Mayor of Stratford, do herby proclaim September 2023 "Arthritis Awareness Month" in the Town of Stratford.*

In Witness,

Whereof *I have set my hand and caused the seal of the Town of Stratford to be affixed hereto.*

22. <u>OTHER BUSINESS</u>

Mayor and Council sent out condolences to the family of Chad Murley who sadly passed away earlier this month.

23. <u>ADJOURNMENT</u>

There being no further business, the meeting was adjourned at 7:28 p.m.

__________________________________ __________________________________

Mayor Steve Ogden **Jeremy Pierce, Deputy CAO**