

REGULAR COUNCIL MEETING
July 12, 2023
Approved Minutes

DATE: July 12, 2023
TIME: 4:30 p.m. – 7:17 p.m.
PLACE: Council Chambers

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

REGRETS: Councillor Jeff MacDonald

CHAIR: Mayor Steve Ogden

1. CALL TO ORDER

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

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

2. DECLARATIONS OF CONFLICT OF INTEREST

Councillor Jackson stated that he will recuse himself for item 12 b.

Mayor Ogden noted that Councillor Jeff MacDonald is away this evening and Councillor Ron Dowling will be handling the planning file.

3. APPROVAL OF THE AGENDA

It was moved by Councillor Gordie Cox 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 Deputy Mayor Steve Gallant and seconded by Councillor Jill Chandler that the regular monthly meeting minutes of June 14, 2023, the special Council meeting minutes of June 22, 2023, and the public meeting minutes of June 26, 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, a Special Council meeting, the Committee of the Whole Council, and part of the Planning and Heritage Committee meeting
- Participated in a workshop to provide input into the active transportation proposed plan
- Attended a presentation of the latest Annual Resident Survey results
- Had the pleasure of attending the July 1 celebrations at Tea Hill Park
- Was interviewed for a national website and podcast profiling mayors from across Canada
- Along with Deputy CAO Pierce, met with organizers of the 55+ Games regarding future plans
- Attended the Grand Opening of Gifts from the Heart Community Fridge
- Attend a presentation of Shape Stratford analysis and research, as well as a meeting of the Intermunicipal Committee
- Greeted runners and organizers of the HMCS Charlottetown Run for Wishes
- Attended a meeting of the Safety Services Committee and the Diversity and Inclusion Committee
- Met with Affordable Housing advocate Bill Campbell and a developer about a proposed affordable housing project
- Along with CAO Crosby, Deputy Mayor Gallant, and several Councillors, attended a Veterans Affairs Canada announcement of a new support program for veterans
- Participated in a meeting with an Amherst company about a possible technology to assist with several safety related issues

- Had the pleasure of presenting Volunteer of the year Awards on behalf of the Town of Stratford to Farahnaz Rezaei – Neil and Gail MacDonald Adult Volunteer of the Year Award; Zoe Sharpley – Stephen J. McQuaid Memorial Youth Award; and Avery Blaxland – MacDougall and MacIntyre Senior Volunteer of the Year Award
- Attended the CADC Annual Meeting
- Spoke and visited with several residents to discuss various issues
- Attended internal meetings and looked after the day to day affairs of the Town; and
- Along with Deputy Mayor Gallant, had the pleasure of attending a strawberry social hosted by Member of Parliament Lawrence MacAulay.

9. 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:

- Attended the monthly planning board meeting
- Department head meeting to discuss town projects and initiatives with the management team
- Attended a Shape Stratford working group meeting
- Attended a meeting regarding issues with the construction of the Keppoch Road multi-use path
- Attended a meeting regarding the Green Municipal application process
- Attended a meeting with residents regarding the after hours use of Kinlock Beach and bylaw violations
- Conducted interviews for the Shape Stratford data manager position
- Met with various staff regarding town projects and various planning related matters
- Had a presentation from a company called Zencity, an all in one community engagement platform powering decisions that represent a wider spectrum of residents
- Attended the monthly Town Council meeting
- Attended a meeting with developers regarding the potential development of Reddin Meadows
- Attended the CMHC Atlantic Region drop-in session regarding the Housing Accelerator Fund
- Attended a news announcement at the Ocean 100 studios regarding the next chapter in their morning show – and congratulated Councillor Jill Chandler on her new position at the radio station

- Attended a meeting with developers regarding the potential development of Forest Trails phase III
- Attended the monthly Safety Services Committee meeting
- Attended a meeting with the Stratford Soccer Club regarding sport field maintenance, fees, and better communication prior to the beginning of the soccer season
- Attended the special council meeting to grant an exemption to the Noise and Nuisance Bylaw for a wedding dance in a residential area
- Attended the presentation of the Annual Resident Survey
- Provided a tour of the emergency services building for the Mayor of Summerside as they are in the process of designing a new facility
- Attended a meeting with developers regarding the development of affordable housing units
- Had a CAO department meeting to discuss town projects and initiatives with the department staff
- Attended a meeting at the office of Net Zero and Energy Efficiency PEI to discuss the possible alignment of our Switch Stratford program and the province's Energy Efficiency program
- Attended the monthly CADC meeting
- Meeting with the Cross Roads Fire Company representatives to talk about board executive members and succession planning
- Attended a meeting with infrastructure staff to discuss the waterfront park development
- Chaired the monthly staff meeting
- Attended the monthly Committee of the Whole meeting
- Attended the announcement of the Veteran and Family Well Being Fund for Trilogy Wellness Centre
- Attended a brainstorming session regarding initiatives for the Housing Accelerator Fund.

In addition to the above, reviewed several funding opportunities, conducted meeting with staff, prepared agenda and material for several of the meetings listed above, reviewed infrastructure projects and timelines, discussed several planning related items, and dealt with various HR related files. In addition, attended to other town and utility related businesses as required.

10. SAFETY SERVICES

a) Report

Report was included in the agenda package for Council to review. Councillor Jackson reviewed the report noting that we had a report from the Citizens on Patrol and they are busy this time of year with graduations taking place.

Councillor Jackson thanked Nicole Phillips and everyone else who was involved in the Canada Day celebrations adding that it was an excellent event.

The committee discussed some road safety concerns and there were a number of areas where pedestrian and vehicle safety was a concern. Councillor Jackson stated that we are working with the Department of Transportation and the RCMP in different areas to hopefully alleviate some of those concerns. Councillor Jackson noted that safety is always a concern in the town and we do our best to resolve the issues quickly.

Councillor Chandler noted that there was further correspondence with residents of the Rosebank Road since the June Safety Services meeting and the resident wondered if there was a final update on the speed humps and their locations. The CAO replied that the final locations have been decided and added that there was some repositioning of the ones near 26 and 28 Rosebank Road. The CAO stated that we are waiting for the contractor to get back to us regarding the installation of the speed humps and that should be very soon.

Deputy Mayor Gallant referred to the crosswalks with flags and how they are becoming worn, he wondered if flashing lights would suffice for all the areas with these crosswalks with flags. He asked that the issue be brought to the Safety Services Committee or put it on the agenda for the meeting with the two ministers on Monday, July 17, 2023. Councillor Jackson replied that the CAO is probably ahead of us on this issue adding that there have been discussions with the Department of Transportation and our MLA's, and flashing lights are probably an option for some areas. Councillor Jackson added that he has faith that they are going to look after the areas we identified and any other areas that where we feel that some enhancements could happen.

Councillor Cox noted that a lot of people reached out to him about speeding in Stratford and it seems to be a central issue. He felt that Stratford has the best police force on PEI and they work very hard. However, there seems to be some targeted areas such as Mason Road, Stratford Road, and Kinlock Road. We are putting down speed humps but speeding continues in these areas. Corporal Weatherbie stated that he has spoken with the Provincial Priority Unit which is the traffic section for the Island. What we are starting to do on some of these spots is a focused laser operation for a scattered two or three hour period, to be able to present back how many stats we would get during that time frame. Corporal Weatherbie added that it would be in conjunction with the Stratford RCMP and the Provincial Priority Unit.

b) RCMP

The report for the month of June was included in the agenda package. Councillor Jackson stated that Corporal Weatherbie updated the committee on several items including the can throwing incident and two individuals have been sentenced for these incidents this week. Hopefully, that is a lesson learned and they can get back on the right track. Councillor Jackson thanked the RCMP for all their work on solving the issue.

Councillor Jackson noted that Corporal Weatherbie reviewed that annual performance plan for Stratford and talked about the RCMP priorities such as road safety, community relations, organized crime, and overall quality investigations. Corporal Weatherbie also updated the committee on the new officer and the new vehicle.

Councillor Chandler noted that she had a few questions that she was meaning to ask over last month or so. She noted that in the detailed occurrence count, it looks like occurrences of mischief took quite a jump in June. She asked Constable Weatherbie if he could give her some insight as to why that might be and Constable Weatherbie replied that the one thing that may have made this number jump in June is the fact that it is not just mischief. It is also damage of property and mischief to obstruct enjoyment of property. When the RCMP receives a complaint of someone playing music too loud in their backyard, it is classified as a mischief. A car speeding by someone's house that is too loud, is also classified as a mischief. Constable Weatherbie noted that typically the summer months things do to fluctuate a bit.

Councillor Chandler noted that she is always interested in the Mental Health Act calls and she noticed that there is a separate listing for wellness checks. Constable Weatherbie stated that wellness checks are often requested for elderly people who live alone. Or it could be a relative phoning from Ontario and they want someone to check on their relative because they have not heard from them in a couple of days.

Constable Weatherbie stated that mental health calls are when a citizen believes someone may be considering harming themselves or someone else. We would classify this type of call under mental health.

Councillor Chandler referred to the graph for the occurrences and noted that at the bottom there is a listing that is titled other, and other makes up the largest portion of the occurrences. She asked what falls under the heading of 'other.' Constable Weatherbie replied that could be just a 'front counter' type of interaction. It could also be fingerprints of people coming in to do vulnerable checks. It was noted that it is basically something that does not fit in any of the other categories.

Mayor Ogden stated that he would like us to be able to tell residents how many times patrols were through their area. We don't necessarily need the street – just the area and then we would be able to respond to residents without bothering the RCMP. Constable Weatherbie stated that one thing the RCMP does when they receive a complaint for certain area is create a file and we will make patrols of the area. Also, a majority of the time we will also consult with the Provincial Priority Unit. Councillor Weatherbie stated that the one thing he would like to do in addition to creating a file for the complaint is to log the patrols/visibility that the RCMP was in fact there. We want to be able to come back to the mayor and council and provide that information.

c) Lighting

No report

c) Humane Society Report

The report for the month of June was included in the agenda package. Councillor Jackson stated that the standard community patrols continue. In June, we had one dog bite that broke the skin and that has been dealt with by the Humane Society.

d) Transit

The report for the month of June was included in the agenda package. Councillor Jackson stated that our numbers for June averaged 218 per day. This could be an indirect correlation to the three new runs that we have as they are definitely helping. Councillor Jackson noted that every month this year has been up over every other year and he encouraged residents to continue using the transit.

Councillor Chandler noted that she is happy to see that the ridership is increasing. However, she noted that we have never been able to acquire any information on specific bus runs. We have never been able to see the occupancy for example from 7:30 a.m. or that the afternoon bus is a third full. She wondered if it would be a possibility. The Deputy CAO replied that we receive statistics similar to what Council receives in their agenda package. The only difference that we receive is bus route 7 and bus route 8 and we do receive how many people per bus per day, and we receive that once a month. However, it doesn't show the times of day that people are using the transit. The Deputy CAO noted that he will ask the question to see if they have that information.

Councillor Jackson stated that they are counting tickets at the end of the day and they would need to have someone to monitor the traffic, but he reiterated what Deputy CAO said and we could ask them.

e) Cross Roads Fire Department

The report for the month of June was included in the agenda package. Councillor Jackson stated that there was a good meeting held with the president and vice president on how to move forward.

The Cross Road Fire Company met and the June calls were reviewed. There were 70 calls in June with the majority in Stratford. There were some motor vehicle accidents and some medical first responses. There were also some false alarms and some miscellaneous fires. Councillor Jackson noted that the fire company is dealing with a lot of the impact of Fiona. The cost to the fire company had increased due to the high number of calls within days and weeks following Fiona. Councillor Jackson hoped the government will take a look at the impact of the fire companies who incurred increased costs. Mayor Ogden stated that the Town in an indirect way pays the cost for the fire company, and he wondered if there would be any possibility if it would be covered under our insurance claim, because it will end up being an extra cost for the Town. The CAO replied that the fire company has its own insurance plan and it is not covered by the Town's plan because they are a separate entity from the Town.

11. RECREATION, CULTURE AND EVENTS

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

Committees – the April Recreation, Culture, and Events Committee was scheduled to meet on Thursday, June 29; however, the meeting was used as an information session due to some committee members being unavailable. Agenda topics included capital projects, Canada Day, regional AT, program updates, community campus and waterfront park updates

Arts and Culture – the Arts and Culture Committee met on June 8 with agenda items including budgets, annual artist award, Fall Fest, public art installations, and teaching opportunities

Stratford Youth Centre & Council – the Youth Centre Drop-In Program and most clubs/programs are now closed for the summer. A few programs will continue to meet during the summer (Garden Club, Leadership Club, Youth Council and Outdoor Adventure Club). Registrations will reopen for the new Youth Centre Season on September 1, 2023. The Youth Centre had a total of 67 members for the 2022-23 season. In total, Youth members contributed 3274 volunteer hours during the season and that is significant.

The Youth Centre kick off summer raffle is now completed. The prizes were Sobey's gift cards for \$500, \$350, and \$100.

Public Art – the public art pieces for Robert L. Cotton Park, the "Art Garden" by Island artist Ryan McAdam Young will be installed this month.

Arts and Culture Spring Programming - the youth art programming 'Let's get Creative' is offered as an in person summer art program. Instructor Ryan McAdam Young will be offering some summer youth art programs on the stage area of the Town Centre July 8 to August 26, 2023.

A paper making workshop will be offered on July 29, a macrame workshop on August 12, and a Shibori dyeing work shop on September 16, 2023. Each workshop will be offered at the Gertrude Cotton Building. All three workshops are for individuals 16 years of age or older.

Events – Canada Day at Tea Hill Park had approximately 3000 people in attendance. Although the weather forecast in the week leading to Canada Day brought cause for concern, the weather was perfect for residents to enjoy the day of festivities. Guests were able to enjoy complimentary food, children's activities, music and entertainment. Special acknowledgement to the three Stratford residents selected as Volunteers of the Year – Youth – Zoe Sharpely; Adult – Farahnaz Rezaei; and Senior – Avery Blaxland.

For the 24 hours of Canada, Stratford residents were asked to document a moment in the daily life of Stratford and submitting their photos. The photos will be on display at the Town Centre front foyer for the summer months and will also be posted on the Town's Facebook page.

Planning is underway for Fall Fest 2023 which will be held on September 22, 23, and 24 at the Robert L. Cotton Park. More details for this community festival will be announced in early September.

Town of Stratford Annual Artist Bursary Award – The town has established a \$1000 bursary for Stratford residents entering or continuing fine arts education. The bursary will be awarded annually as an effort to encourage young aspiring artists to continue to pursue their dreams in the arts.

Programs – A variety of Stratford programs continue to operate in the summer months to go along with programs offered by Stratford Baseball, Softball, and Soccer.

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:

- Attended the Climate Adaption Workshop

- Auditors were in to do their field work and staff is still answering questions on the files
- Utility billing have been prepared and bills will go out the week of July 14 and due on August 21, 2023.
- Working on the Public School Branch lease renewal
- Working with different department on the application for the Housing Accelerator Fund
- Attend the CARI Board AGM
- Attended the annual resident survey results presentation
- Continuing to work on Fiona disaster insurance claim due to damage to Town properties
- Resolution was completed for updating schedule 'A' of the Fee's Bylaw
- Staff continues to be busy with day to day tasks.

Deputy Mayor Gallant asked about a Stratford Day at CARI. The finance and technology director replied that she can bring it up again to see if there is an 'appetite' for it. Mayor Ogden noted that he has asked this question in the past but we did not get any traction.

b) Financial Statements

Included in the agenda package for Council to review.

c) Resolution FT011-2023 Fees Bylaw – Bylaw #39 Revised Schedule 'A' for Change in Multiple Fees

Moved by Councillor Ron Dowling

Seconded by Councilor Gordie Cox

WHEREAS Council established a Fees Bylaw, Bylaw # 39, to set fees for licenses, permits, programs, facility rentals, and other matters; and

WHEREAS Schedule 'A' of the bylaw contains the fee amounts that can be amended by simple resolution; and

WHEREAS the Town has not completed a comprehensive review of Schedule 'A' since 2018; and

WHEREAS the Fees pertaining to Bylaw 45 – Zoning and Development Bylaw will be reviewed at a later date; and

WHEREAS it is desirable to amend the fee schedule.

BE IT RESOLVED that the attached revised Schedule 'A' to the Fees Bylaw, Bylaw #39, dated July 12, 2023, be hereby approved.

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

Councillor Chandler stated that she has some questions. She noted that council has had some discussion on this issue, and we also had a further conversation at our recent Committee of the Whole meeting.

Councillor Chandler stated that when she looks at the language used in the Fee Bylaw which says *whereas the Town completed a comprehensive review of Schedule 'A' since a review had not been done since 2018* – we had chatted in our meeting, and she was under the understanding that the fees have changed over the course of the last few years. There have been moderate adjustments over the last few years. She noted that when she looks at the language now in the bylaw and look at the revised Schedule 'A' – Schedule 'A' does not reflect that changes have occurred, so for she felt as though she would be agreeing from a jump from the amount in 2018 to 2023 – although there have been incremental changes over the last few years. Is that correct? Mayor Ogden stated that this was his understanding as well.

Councillor Chandler felt that she understood the discussion with Council, and she agreed, and she does support the idea due to inflation, but she felt this document does not reflect the discussion we had.

Councillor Dowling stated that there was a procedural error in not bringing the Bylaw forward for renewed amendments over the past few years where there were modest increases, and staff is aware of that, and they have committed to bringing forth for review all of our bylaws on an annual basis in order to make a determination whether there might be any changes that would be affected. Certainly, a bylaw such as this should to be brought to the committee and then Council for resolution to reflect the changes. Councillor Dowling stated that this is in essence playing 'catch up.'

Councillor Chandler stated that she understood that and if she was to vote on this now and it would look like she was approving the \$5 per player fee to go to \$15 and she did not think that was accurate.

The director of finance stated that we cannot show Schedule 'A' with the column of the incremental increase over the past few years because the Fee Schedule has not changed by resolution of Council.

Mayor Ogden noted that the confusion may be that there is no where you can see the actual fees and we know what the increase is, but we don't see in any document, and he wondered if an addendum would be possible. The finance director replied that we could put something on our website such as an attachment to the resolution of a media release, but we cannot add it to the schedule. Mayor Ogden noted that each of these increases have been discussed with the associations and have been agreed to and there were some further discussions with the Soccer Association and that has now been resolved.

Mayor Ogden stated that we need to make it clear that we are not doubling or tripling the fees and that we are increasing the fees incrementally over the years. He stated that it is important that we provide the information about what the actual fee is today and what it will be with the increase. He felt that it would address the issue, and the information can be provided after the fact. Mayor Ogden noted that we are trying to cover our costs, not make a profit, and so it is natural that we make increases from time to time.

Councillor Dowling stated that we try to make it as affordable and equitable as we can for the residents. He added that we are also in line with other municipalities.

Councillor Jackson stated that it is unfortunate that we did not follow procedure on this, but he noted that he is comfortable with the changes. He also added that it is important that we update the Fees Bylaw as required.

Councillor Dowling stated that staff is committed to explaining the discrepancy as it relates to the wording of the resolution insofar as the fee increases have occurred, and it's not one large jump from 2018 to 2023. He felt that it would help residents see that the increase was over a number of years. He added that staff will work to get this information communicated to the residents.

Question: **CARRIED (1 Against – Councillor Chandler)**

13. PLANNING, DEVELOPMENT, AND HERITAGE

a) Report

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

b) Permit Summary

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

c) Resolution PH016-2023 – PEI Federation of Agriculture – 10903 TCH – SPU Agri-Tourism

Moved by Councillor Ron Dowling

Seconded by Councillor Jill Chandler

WHEREAS an application has been received from the PEI Federation of Agriculture (PEIFA) on behalf of MacKenzie Produce to host *Breakfast on the Farm*, a one-day event scheduled for Saturday, August 5th, 2023, between 8:00 am and 11:00 am located on parcel numbers 289587 and 1053123. The event is considered an Agri-Tourism and Recreation Use, which is a Special Permit Use within the Agricultural Reserve (A1) Zone; and

WHEREAS pursuant to Section 15.1.3.(b) within 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.

WHEREAS on June 15, 2023 twenty (20) notification letters were sent to property owners within 61 m (200 ft.) of the boundaries of the Lot and a public meeting was held on June 26, 2023, at 7:00 pm at the Stratford Town Centre and was also live streamed on Facebook and YouTube. The public were given until noontime on June 30, 2023, to provide comments on the proposed Special Permit Use. No written responses have been received; however, 1 resident phoned in support of the one-day event.

BE IT RESOLVED that approval be granted to an application received from the PEI Federation of Agriculture (PEIFA) on behalf of MacKenzie Produce to host *Breakfast on the Farm*, a one-day event scheduled for Saturday, August 5, 2023, between 8:00 am and 11:00 am located on parcel numbers 289587 and 1053123 subject to the following conditions:

1. That the event be held in conformance with the Operational Plan submitted June 26, 2023.
2. In accordance with comments received from the Department of Transportation:

- a. Unless working at the event, all participants shall attend the event via the shuttle service operating between the Stratford Town Centre and the subject properties.
 - b. Any advertisement or posters related to the event should clearly indicate that attendees MUST use the shuttle service to attend the event.
3. That a portable lit messaging sign be arranged at the discretion of the Department of Transportation to function as a traffic calming measure along the Trans Canada Highway near the property.
4. That the Stratford RCMP be notified of the particulars of the event.
5. That all other relevant provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw # 45, are met.
6. That the approval be valid for Saturday, August 5, 2023, between 8:00 am and 11:00 am only.

Discussion: This resolution bears the recommendation of the Planning, Development, and Heritage Committee. Councillor Dowling noted that the conditions are for the safety of the public.

Councillor Cox stated that it is pivotal that the public is aware that there is a shuttle service to the farm.

Question: **CARRIED**

d) Resolution PH017-2023 – DP056-23 – Stratford Auto Tirecraft Addition – 7 MacKinnon Drive – Service Station

**Moved by Councillor Ron Dowling
Seconded by Councillor Gordie Cox**

WHEREAS an application has been received from James Perrot owner of Stratford Auto, to construct an addition (56' x 40'=2,240 sq. ft.) to the existing Stratford Auto building located at 7 MacKinnon Drive on Parcel Number 942243 (approx. 0.74 acres). The application is considered an intensification to a "Service Station" and "activities related to the Automobile trade other than a Scrap Yard or Auto Body Shop Use," which is a Special Permit Use within the Town Centre Commercial (TCC) Zone; and

WHEREAS the property is located within the Town Centre Core Area 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.*

WHEREAS pursuant to Section 15.1.3.(b) within 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.

WHEREAS on June 15, 2023, thirteen (13) notification letters were sent to property owners within 61 m (200 ft.) of the boundaries of the Lot and a public meeting was held on June 26, 2023, at 7:00 pm at the Stratford Town Centre and was also live streamed on Facebook and YouTube. The public were given until noontime on June 30, 2023, to provide comments on the proposed Special Permit Use. One (1) written response has been received expressing concerns regarding waste/debris along the rear of the property, excessive noise in the mornings, and occasionally on evenings and weekends.

BE IT RESOLVED that Council shall Grant approval to an application received from James Perrot owner of Stratford Auto, to construct an addition (56' x 40'=2,240 sq. ft.) to the existing Stratford Auto building located at 7 MacKinnon Drive on Parcel Number 942243 (approx. 0.74 acres). subject to the following conditions:

1. Conformance with the conceptual drawings submitted to the Town prepared by Coast Design Inc., dated June 15, 2023.
2. That a Development Agreement be executed between the Town and the Applicant subject to such terms and conditions as Council deems necessary.
3. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
4. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and Department of Transportation.
5. A detailed landscaping plan must be submitted by a qualified expert outlining the details and quantities of the materials to be used.
6. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
7. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

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

Councillor Cox stated that we are very lucky to have Stratford Auto and Mr. Perrot has been there for an extended period of time. We should all be good neighbours although it can be difficult when a business backs onto a private residence.

Councillor Dowling noted that the proponent has had discussions with staff in relation to putting an enhanced vegetative row of trees at the back of the property to further dampen noise, as well as to provide a fairly extensive cleanup. Councillor Dowling noted that the area behind the ditches will be in better condition than it is now.

The director of planning stated that he has met with Mr. Perrot on the site a number of times. Some of the conditions that are listed in the resolution are also some of the discussions that we have had on the site. Mr. Perrot understands his responsibility. The key is to make sure we put that in a conditional format, as we have by requiring a development agreement and a landscape plan.

Councillor Chandler stated that she does have a bit of a problem understanding ariel maps and she asked if this impacted where the customers will exit onto MacKinnon Drive, and the director of planning replied that nothing will change on the site. It is still heavily accessed by the same ingress egress point.

Question: **CARRIED**

e) Resolution PH018-2023 – Kinlock EZ Storage Expansion 7 MacKinnon Drive SPU Public Meeting

**Moved by Councillor Ron Dowling
Seconded by Councillor Jody Jackson**

WHEREAS an application has been received from Jeff Kirkpatrick to construct 2 self-storage buildings (9,810 sq. ft. in total), in phases, on parcel number 1133289 (approx. 1.29 acres in total area) located at 15 MacKinnon Drive. There are 2 existing self-storage buildings on the property; therefore, this application is considered an intensification to a Warehouse Use, which is a Special Permit Use within the Town Centre Commercial (TCC) Zone.

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. 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*.

WHEREAS pursuant to Section 13.4.3.(b) within 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.

BE IT RESOLVED that Council shall hold a public meeting on **Wednesday, August 2, 2023, at 7:00 p.m.** in order to provide an opportunity for the applicant to present the proposed Use to residents and obtain their input regarding the intensification of the Special Permit Use of a “Warehouse.”

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

Question: **CARRIED**

f) Resolution PH019-2023 – DP229-22 – Studio Brehaut Arch. – Revision to Part 3 Commercial – 8 Myrtle Street

**Moved by Councillor Ron Dowling
Seconded by Deputy Mayor Steve Gallant**

WHEREAS a revision to an application has been received from Studio Brehaut Architecture to construct a 21,428 sq. ft. Commercial Building (18,428 sq. ft. Commercial Area and 3,000 sq. ft. Commercial Area which shall remain vacant per condition 2 below), on Lot 1C, parcel number 1021617 (approx. 1.17 acres in total area) located at 8 Myrtle Street within the Business Park (M2) Zone.

WHEREAS the 21,428 sq. ft. Commercial Building will be fully serviced with municipal sewer and water and contain surface parking for 61 vehicles.

WHEREAS the property is located within the Mason Road Core Area (MRCA) and must be designed in accordance with the provisions of the M2 Zone and Appendix F: *Core Area Design Standards – Mason Road Core Area (MRCA) - Parts II & III*. All aspects of the conceptual design plans submitted have been reviewed and meet the design guidelines as noted.

BE IT RESOLVED that approval be granted to a revision to an application that has been received from Studio Brehaut Architecture to construct a 21,428 sq. ft. Commercial Building, on Lot 1C, parcel number 1021617 (approx. 1.17 acres in total area) subject to the following:

1. Conformance with the conceptual drawings submitted to the Town prepared by Studio Brehaut Architecture, dated June 21, 2023.
2. 3,000 sq. ft. Commercial Area shall remain unoccupied/vacant until such time that an alternative parking plan is approved by Council in accordance with Section 10.1.3.
3. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
4. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIE.
5. A detailed landscaping plan must be submitted by a qualified expert outlining the details and quantities of the materials to be used. This plan shall show a minimum of 10 (60 mm caliper) trees and 40 sq. ft. landscape beds.
6. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
7. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

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

The director of planning noted that the site plan was displayed on the overhead. He asked that the elevations that show the colour renderings also be displayed on the overhead and he explained that the current look at the building façade is a pretty simple design. It has a little bit of an articulation on the bottom left hand corner design for the front of the building. They have changed the colours from what was blue to a brownish orange colour and those are primarily the biggest change. They also have some awnings on the bottom part. The director of planning noted that the exterior cladding will still be the same as before - just a little different colour change.

Mayor Ogden stated that there was a good discussion on this issue at the Committee of the Whole meeting and he felt there was a lot of good points raised.

The planning director noted that the only thing he would add is that the amount of useable space inside the building – they couldn't meet the total number of parking spaces, so there is an area inside the building that will not be developed at this point of time.

Councillor Chandler asked if they are being held to the same standard of the parking standard that was in place and the planning director replied that they are not.

Question: **CARRIED**

14. INFRASTRUCTURE

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 nearly complete on the new multi-purpose path along Kinlock Road with just landscaping remaining.

Work has commenced on the paving of the Trans Canada Trail along MacIntosh Drive and Hollis Avenue. Improvements to the section from the underpass to Shakespeare Drive, and from Williams Gate to Mason Road are to be completed as well.

Ostridge Bros has completed the relocation of the barn at Cotton Park. The barn now rests on a new concrete slab floor enhancing its stability and structural integrity. Moving the barn has opened up space to create more parking on the grounds. A tender for paving the area will be issued this week with work anticipated to be completed later this summer. Work is ongoing and progressing on the community campus site. The high school tender for site works has just closed, so we anticipate additional construction activity on the site in the next few weeks.

An RFP has been issued to engage an engineering consultant to design the extension of the forcemain from the Corish sewer lift station to the gravity trunk main. Funding has been received from the Municipal Strategic Component of the Canada Community Building Fund enabling this project to proceed.

Infrastructure staff has been busy with the following:

- Ongoing maintenance at town owned properties, sports fields, and trails;
- Outside staff is busy with grass cutting, trimming, gardening, painting, landscaping, garbage pickup etc.;
- Preparing and setting up for the Canada Day celebration at Tea Hill;
- Sidewalk maintenance and repair is underway in several areas throughout the town;
- Interviews and hiring for summer positions;
- Bylaw complaints and investigations are ongoing;
- Temporary speed hump applications are being processed – a second mobile data collection trailer is now in service. There are six sets of speed humps installed to date;
- Sewer and water infrastructure maintenance and inspection is ongoing on a daily basis; and
- Water and sewer inspections and water turn-ons for new development is ongoing.
- During the month of June there were no sewer or water emergencies.

Deputy Mayor Gallant noted that there have been six speed humps installed to date.

Deputy Mayor Gallant asked the infrastructure director if she had a tour of the community campus site, and how far along we are with the site. The infrastructure director noted that it has been a few weeks since she has been on the site because it is quite rough to get through there. However, they are progressing well and they have the pipe work and sewer manholes installed. They also have much of the roadway laid out and grubbed and a lot of the erosion and sedimentation control measures are in place, so there is a lot work happening on the site, and a lot more to occur. It was noted that the high school tender had closed on July 11, 2023, so we are anticipating that work to be awarded and have their contractor start soon. The infrastructure director added that things are busy, but it is going well.

Mayor Ogden asked what the status of the new water tower was noting that it is in this year's budget. The infrastructure director replied that there has been a longer leeway time for finalizing the design drawings, but they are looking to get all the permitting in place and should be starting in the next few weeks. She added that we are definitely doing the work this summer and fall.

Councillor Chandler asked if a resident has a bylaw complaint and then they are referred to the RCMP and the RCMP does an investigation – is there a loop that closes in communications from a complaint. She clarified that if the complaint comes into the Town and is referenced outside for them to handle it. The infrastructure director replied that if the person is referred to the RCMP (for example) the RCMP would close

the loop – not the Town. However, if it is us relaying the information to the RCMP, we would stay included until the conclusion. The infrastructure direction also noted that if the resident was not satisfied with the RCMP and contacted the Town again, we would get involved again. Councillor Chandler asked if this was to happen what would be our next course of action. The infrastructure director replied that it is hard to answer that question without some specifics.

The CAO stated that there have been gaps with the RCMP and residents have come back to the Town and we do address the issue with the RCMP. Corporal Weatherbie has been very good to fill those gaps. The CAO added that if Councillor Chandler or anyone else has anything outstanding to please let us know and we will deal with it.

15. COMMITTEE OF THE WHOLE

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

16. SUSTAINABILITY

a) Report

Councillor Cox gave an overview of his report as follows:

The Sustainability Committee has agreed not to meet over the summer; the next scheduled meeting will be in September. However, some items that are being completed are as follows:

- Stratford parks are being enhanced this month with more than 50 new trees being planted to provide shade and enhance our urban forest
- The community garden continues to operate at full capacity with 90 gardeners. This summer the garden received large-scale upgrades to the now 10 year old infrastructure through the addition of new woodchip walkways and new wooden boards. More upgrades are also planned
- Work continues on a forest management plan for the town with engagement between Council, staff, committee members, and key stakeholders planned for later in July
- Staff is continuing to work on the action items related to the community energy plan, including efforts to secure funding to install solar on the Emergency Services Centre, heat pumps at the Cotton Centre, and other building energy upgrades
- Residents are reminded that they can continue to access a free home energy audit, as well as assistance to navigate their financing, rebates, and energy projects through Switch Stratford. However, all funds to finance projects have been depleted; and

- A joint RFP is currently open between Stratford and Charlottetown to set up an electric bike share program between the communities.

Mayor Ogden asked where we were with the Tree Bylaw. He noted that at one point we discussed if a tree was cut down, we would require the resident to plant a tree somewhere else. Wendy noted that three or four years ago we instigated a discussion on a Tree Bylaw, and that the bylaw that we have for our own properties. We also surveyed residents at that time to get their opinions on accepting further restrictions on their own property. However, nothing has been done since that time and we would need to look at it through our upcoming strategic plan - if it is an agenda item that Council would like to move forward with. Wendy added that it would require a fair bit of consultation. Mayor Ogden stated that he doesn't want to lose the Tree Bylaw as he felt it was important to residents that we move toward a vision of replacing trees that were lost.

17. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY

- a) The committee did not hold a meeting since the last Council meeting. However, Mayor Ogden noted that there was a major annual milestone which is the release of the resident survey. According to the resident survey more than 80% support spending resources on protecting our environment which is a good indication of how people feel. Mayor Ogden noted that we take a lot of direction and guidance from the resident survey. The survey results have been communicated and there was a media release. We had a very good response rate with more than 900 people taking part in the survey.

Mayor Ogden noted that we had meetings with the provincial MLA's and we will be holding another meeting on July 17, 2023 with the Minister of Finance. We will be putting an agenda together for the meeting and it will be circulated to all of Council for their input.

18. HUMAN RESOURCES

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

We are happy to welcome Alexandra Brown to our Stratford team as the data manager for the Shape Stratford project. Alexandra holds a master's degree in land use planning from Dalhousie University, which has equipped her with knowledge in urban and rural planning, official plans, and building construction. She is also experienced in land use by-laws, GIS, data management, data collection, and the interpretation and evaluation of policies and by-laws. Alexandra has previously worked as a planner and development officer for the Halifax Regional Municipality and the Province of PEI, where she gained

valuable experience in the planning and development field. We look forward to working with Alexandra and please join us in welcoming her to the Stratford team.

19. INQUIRIES BY MEMBERS OF COUNCIL

Nil

20. OTHER COMMITTEES

a) Stratford Senior's Complex

Deputy Mayor Gallant gave an overview of his report as follows:

- Kitchen cabinets are being completed
- The walk-in showers are completed in 10 of the units
- Sidewalk repairs are underway by Ostridge Bros
- The town is planting some new maple trees to replace trees that were lost in the Fiona Hurricane
- The annual inspections have been completed
- Working to get tax information from tenants for new year files; and
- There are currently 22 people on the waiting list.

21. APPOINTMENTS TO THE COMMITTEE

Nil

22. PROCLAMATIONS

Nil

23. OTHER BUSINESS

Councillor Dowling mentioned the community fridge.

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:17 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO