

REGULAR COUNCIL MEETING
October 11, 2023
Approved Minutes

DATE: October 11, 2023
TIME: 4:30 p.m. – 7:27 p.m.
PLACE: Council Chambers

ATTENDANCE: Deputy Mayor Steve Gallant; Councillors Jill Chandler; Gordie Cox; Jeff MacDonald; Ron Dowling; Jody Jackson; Jeremy Crosby, CAO; Jeremy Pierce, Deputy CAO and Director of Recreation; 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; and Mary McAskill, Recording Clerk

REGRETS: Nil

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

2. DECLARATIONS OF CONFLICT OF INTEREST

No conflicts were declared.

3. APPROVAL OF THE AGENDA

It was moved by Councillor Jeff MacDonald and seconded by Councillor Deputy Mayor Steve Gallant that the agenda be approved as circulated.

4. PRESENTATIONS

Nil

5. ADOPTION OF THE MINUTES

It was moved by Councillor Gordie Cox and seconded by Councillor Jody Jackson that the regular monthly meeting minutes of September 13, 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:

- Many thanks to Deputy Mayor Gallant who filled in for me to represent the Town at several important events
- Chaired the regular monthly meeting of the Committee of the Whole Council
- Participated in a meeting of the Planning Committee
- Along with council and staff – participated in a New Resident Welcome event
- Attended a great Fall Fest event at Cotton Park
- Along with Deputy CAO Pierce, met with a representative of the Island Gymnastics Academy to discuss the proposed multipurpose facility at the community campus
- Attended a Federation of Prince Edward Island Municipalities (FPEIM) Board meeting
- Enjoyed a social evening with council and staff at Red Shores
- Participated in a transit study planning meeting with consultants
- Attended a Diversity and Inclusion Committee meeting
- Along with Deputy Mayor Gallant, Councillor Chandler, and Councillor Cox – participated in the Links Fore Lungs fundraising golf tournament
- Appeared as a witness before the House of Commons Finance Standing Committee
- 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.

Mayor Ogden noted that Mary Hughes, who is a longtime volunteer with the Town and has done a lot for our community, was recently presented with the Order of PEI at a ceremony held at Government House. Mayor Ogden asked Council to join him in congratulating Mary on her achievement and added that we are very proud of her.

Mayor Ogden stated that Constable Jamie Parsons was awarded a national award as 'Police Officer of the Year' by MADD Canada. He personally took 77 impaired drivers off the road this year, which is a great achievement and it is a well deserved recognition for Constable Parsons. Mayor Ogden asked Council to join him in congratulating Constable Parsons.

Deputy Mayor Gallant stated that he attended the Truth and Reconciliation Day on September 30, 2023, and noted that it was a beautiful day for a great ceremony.

9. CHIEF ADMINISTRATIVE OFFICER (CAO) REPORT

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

- Had a meeting with senior staff regarding the renewal of the lease agreement with the Public Schools Branch portion of the Town centre facility
- Had a meeting with representatives from MRSB to review the 2022/2023 draft financial statements for the Town and the Utility
- I, along with Deputy Mayor Steve Gallant and Councillor Ron Dowling, Chair of Finance, attended the quarterly meeting with the chief superintendent of the RCMP to discuss community policing in the Town
- Along with planning, infrastructure, and PEITI staff, attended a meeting with the developers of the Reddin Meadows development to discuss their stormwater management plans
- Attended a meeting with staff, planning board members, and Council, to discuss the Shape Stratford project
- Attended a meeting with the Federation of PEI Municipalities (FPEIM), members of government, and various CAO's throughout the province regarding restarting the Association of Municipal Administrators of PEI
- I, along with Jeremy Pierce Deputy CAO had a meeting with the Provincial Minister of Finance regarding capital projects in preparation for the provincial capital budget
- Attended a meeting with representatives from the Shape Stratford Intermunicipal Committee
- Chaired the biweekly department head meeting to discuss Town projects and initiatives
- Attended a meeting with senior staff and members of FPEIM to discuss the Shape Stratford project
- I, along with Jeremy Pierce Deputy CAO, and Kim O'Connell Director of Finance, attended a meeting with KPMG to discuss the terms and conditions for the organizational review
- I, along with Kim O'Connell Director of Finance, attended a meeting with CAO's and FPEIM regarding negotiations with government on a new revenue sharing agreement
- I, along with Jeremy Pierce Deputy CAO, attended a meeting with the members of the Capital Area Transit Committee to discuss the review and update of the current transit strategic plan

- Attended the monthly Safety Services meeting
- I, along with senior staff and Council attended a meeting and presentation by representatives of DCG Philanthropic
- Attended the bi-monthly meeting of the Intergovernmental Affairs Committee meeting
- Attended a meeting with DCG Philanthropic and members of the Steering Committee regarding an upcoming fundraising campaign for community infrastructure
- Had a meeting with a resident concerned about the Horton Drive and Bunbury Road intersection
- Chaired the biweekly department head meeting to discuss Town projects and initiatives
- Attended the Shape Stratford working group meeting
- I, along with Joe Driscoll, Infrastructure Superintendent, attended a meeting with members of council to discuss the newly installed speed humps on the Rosebank Road.
- Attended a monthly Committee of the Whole meeting
- Attended a meeting with Wendy Watts, the manager of Community and Business Engagement, and Corrie Melanson regarding our upcoming staff team building day; and
- Attended the monthly Charlottetown and Area Development Corporation (CADC) board meeting.

In addition to the above, I prepared letters and reports for committees, Council, and resident inquiries. Began a review of the Council Code of Conduct Bylaw based on changes to the Provincial Code of Conduct Regulations. I conducted meetings with staff, prepared agendas and material for several meetings listed above, reviewed infrastructure projects and timelines, discussed several planning related items, and dealt with various HR related files.

Councillor MacDonald asked the CAO if he or any of the Town's staff received feedback on the reconfiguration of the speed humps on Rosebank Road. The CAO replied that he hadn't received any feedback, but he did hear from other staff members that people are a lot happier now that they have been reconfigured.

Councillor Dowling asked about the revenue sharing agreement, and although it may be a bit pre-mature, he wondered if there could be a bit of background information on the approach that is being taken. The CAO replied that we are still working with all the municipalities to try and get everyone together with a common theme. We will soon have something to bring back to FPEIM with regard to how we approach government. The CAO

added that there have been some conversations with some of the provincial ministers, especially the ministers in Stratford who are very aware of the file. We believe things are starting to move forward, but it may be a while yet before we actually make a presentation to the provincial government.

Mayor Ogden noted that he received an update at the latest FPEIM board meeting. It is an active file and hopefully we will hear something soon. There have been some undertakings by government to actually provide some progress on the file.

10. SAFETY SERVICES

a) Report – Included in the agenda package for Council to review.

Councillor Jackson stated that the most recent meeting was held on September 18, 2023, and we heard from the representative of the Cross Roads Fire Company. Councillor Jackson stated that at the last council meeting he had mentioned the concerns about the high volume of calls last year, especially with respect to Fiona, and the impact it has had on the finances of the fire company. He added that we are hoping to meet with the two ministers from our district to discuss the issue. The fire company also had some concerns about traffic congestion and parking on the sides of the roads and how that could hamper truck access. There was a good discussion on the issue and we were able to come up with some solutions.

Councillor Jackson noted that the committee also had an update from Corporal Weatherbie on some RCMP matters.

Councillor Jackson stated that E-Watch was another item that was discussed and he took a moment to thank the staff members who have been working hard on E-Watch. He added that there is a meeting set for October 18, 2023, with local businesses to discuss the E-Watch program.

It was noted that the speed humps on Rosebank Road was also discussed. Councillor Jackson stated that he has received a lot of calls and emails and most of them were positive but there were a couple that were not. He noted that we are doing our best to deal with the traffic and speeding issues and we ask for patience from those who may not see the benefit of the speed humps. It is a pilot project and if it works out we can apply it to other areas of the Town.

Councillor MacDonald asked if there are any areas of the Town where cars are parking on the side of the road that are particularly dangerous and Councillor Jackson replied that from the fire company's point of view there are some streets in the newer developments

that they have identified such as cul-de-sacs and some of the narrow streets. If they feel it necessary they may put up some no parking signs.

Councillor Jackson stated that if anyone had any specific issue to please send them to him and he will bring them to the Safety Services Committee meeting for review and discussion.

b) RCMP

The report for the month of September was included in the agenda package. Councillor Jackson took a moment to congratulate Constable Parsons on his award of 'Police Officer of the Year,' and added that Constable Parsons is a great asset to our community.

Councillor Jackson also thanked Corporal Weatherbie for always being available, answering calls, and increasing patrols.

Corporal Weatherbie reviewed the RCMP report noting that in relation to the 'gas and dash' in September - there were 18 situations; however, 15 of them were unfounded.

Corporal Weatherbie noted that the traffic enforcement in September was down due to the fraud investigation which was very time consuming.

Mayor Ogden asked about people passing a school bus when the lights are flashing and Corporal Weatherbie replied that there were no complaints in the month of September, and he felt provincially the numbers have gone down.

Councillor Chandler noted that in the past she had asked for clarity in regard to a Mental Health Act calls and whether or not they are determined by enforcement or by the caller. She asked if the provincial mobile mental health unit is deployed when there is a call and the caller refers to the issue as a mental health crisis. Corporal Weatherbie replied that it has been deployed at times, but the person with the mental health crisis must be willing to accept the help from the mobile unit.

c) Street Light

No report

c) Humane Society Report

The report for the month of September was included in the agenda package. Councillor Jackson briefly reviewed the report noting that there was one biting incident where the skin was broken.

d) Transit

The report for the month of September was included in the agenda package. Councillor Jackson stated that we had record high numbers for September with 307 passengers per

day using the service. Councillor MacDonald asked if there are any capacity issues – are the busses full, and the CAO replied that there have been some issues in Charlottetown with full busses, but we are not over capacity yet in Stratford. Councillor Chandler asked if we knew what the full capacity number was and the CAO replied that he doesn't have that information on hand, but he can get it from TRIUS. Councillor Chandler felt it would be good to know which scheduled runs are filled to capacity and which runs are not when contemplating future expansion. The CAO noted that the consultant will be looking at the runs to see if they need to be improved and what additional runs we will need.

Councillor Dowling noted that at the meeting with the consultant, it was requested that in their effort to gather information they should also focus on internal routes. He added that currently there are a lot of connecting routes, but essentially all are going out of the Town. There are no specific routes internally for seniors who might want to go shopping in the Town. Councillor Dowling stated that the consultant is going to canvas the public in relation to their study and hopefully they will be able to gauge what the ridership might look like for that type of a model.

Councillor Jackson noted that the timing wasn't great for our on-demand pilot because it was done during Covid.

Councillor Chandler noted that there have been a lot of fatalities on PEI roads. She stated that she is noticing joggers on the wrong side of the road and when going up Kinlock Road she is seeing people on scooters riding in the wrong direction on the road. Councillor Chandler asked if these issues have come to the attention of the Safety Services Committee. She also asked if the Town is continually trying to run awareness messaging and asked if anyone has mentioned putting a crosswalk at Kinlock Road. People are continually crossing from Golfview across to the old Cablevision Court area. Councillor Jackson replied that there is a Safety Services Committee meeting on Monday, October 16 and he can bring these issues to the committee.

Councillor Jackson asked if any council member sees any issues to let him know and we will do what we can around awareness. He asked that any specific issues be sent to him and they can be included in the Safety Services Committee meeting agenda for the committee to review and discuss. He added that if there are serious violations we can bring them to Corporal Weatherbie's attention.

Mayor Ogden referred to the Kinlock Road and the Trans Canada and stated that he was on his bike and he was trying to cross from the south side of the Trans Canada to head towards Town and then go to the Petro Can. He noted that there was no problem getting across from the west side to go to the Petro Can, but going from the east side there is no

way to cross – there are no lights or signals and he felt that this is something that needs to be raised with the Provincial Department of Transportation because it is dangerous. Infrastructure director Jeannie Woodard noted we have been communicating with the province regarding the crossing on the south side of the Trans Canada Highway at Kinlock.

Councillor Cox noted that the sign that shows the speed of vehicles on the Stratford Road is showing very high numbers such as 109, 112, 115, and 117 multiple times a day and he is worried that someone will get hurt. Councillor Jackson stated that he will add the issue to the Safety Services agenda for the meeting being held on Monday of next week. He also advised that when issues of this nature arise to please call and inform the RCMP while it is happening.

Councillor Dowling noted that he received a complaint from a resident about the lighting on Bunbury Road. The issue is that the lighting is on the opposite side of the sidewalk, so the sidewalk side doesn't get much light. Councillor Dowling added that he did bring up the issue with CAO Crosby who has been looking into it. He noted that as we increase our active transportation there are more people walking and biking, and lighting may become more of an issue along the perimeter roads. Mayor Ogden stated that staff is looking into it and he would like to have a follow-up at the next Committee of the Whole meeting.

e) Cross Roads Fire Department

No report. The next meeting will be held on Monday, October 16, 2023.

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 Recreation, Culture, and Events Committee met on Thursday, October 5, 2023, and held a discussion meeting as a quorum was not met.

Stratford Youth Centre & Council – Currently, 65 registered members at the youth centre are able to access programs such as the drop-in program, art club, newspaper club, drama club, guitar club, dungeons and dragons club, leadership club, executive committee, youth council, movie nights, Christmas choir, and Karaoke nights. The youth centre will have a few youth worker students on job placements over the next few months from College de l'île to help deliver programs and mentor youth members.

The Second Annual Cheryl Duffy Memorial Walk was held on September 23, 2023, as part of Fall Fest. One hundred and twenty four walkers participated and more than \$5200 was raised for the youth centre. The 2023 winners of the Cheryl Duffy Service Award were

Tyler Beaver Hounsell and Ashton Dudley who both received \$500 toward their post-secondary education.

The youth centre is planning for their Spooktoberfest event which will be held on October 27 – 29, 2023. This year, the event will include the Trick or Treat trail for the younger kids and the Scary Trail in the evenings.

The youth council has been working on a project to bring awareness to the safety concerns about the crosswalk on Bunbury Road in front of Cotton Park. The youth council would like to see the Crosswalk upgrades to include flashing lights. They recently met with MLA's and the Minister of Transportation to address these concerns. The Minister of Transportation agreed with their arguments and has promised to have the upgrades installed as soon as possible.

Capital Projects - the mini ball field at Fullerton's Creek Conservation Park is nearing completion. This will provide a fifth field for the community and will support play for the under 5 to under 11 age groups for both softball and baseball.

Arts and Culture - the art program began in October. The Artist in Residence Visual Arts for Stratford residents "Alcohol Ink Markers" with Tricia M. Balwin will be offered from October 13, 2023 to March 8, 2024, as an online program. The Movement and Dance Enrichment Program for grade 1 students at Glen Stewart primary School and grade 6 students at Stratford Elementary will be led by Mystaya Idt from October 2023 to March 2024.

Events – Fall Fest returned September 22 – 24, 2023, at the Robert Cotton Memorial Park. The festival celebrated culture, the arts, and nature. The two day festival was well attended and the location served as a good locale in lieu of its original host location at Fullerton's Creek Conservation Park.

Planning is also underway for Christmas in the Park for Thursday, December 7, 2023.

Programs – What started as a one month trial program turned into a six month spring-summer-fall deep dive into skateboarding. Each month starting in May, Intro to Skateboarding has introduced young Stratford children into the safe skate boarding lessons. The program will return in the spring.

The gymnasium is now programmed from morning through each evening with programs such as pickleball, badminton, volleyball, basketball, and tennis. In addition to the various

programs, the ever busy gym and fitness centre just surpassed 27,000 fitness area visitors for the year.

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 an Asset Management conference in Moncton
- Utility collections – disconnects were issued the weeks of September 28, 2023, and October 5, 2023, and 15 properties were issued notices and two will be disconnected
- Met with representatives from the school board regarding their lease renewal
- Working on updating the long term forecast spreadsheet
- Met with department heads to review information for upcoming strategic planning session
- Utility bills are currently being processed. E-billing was processed on October 10 and bills for mailing will be going to Trempley on October 11 for mailing
- Attended a revenue sharing meeting and now preparing some information to bring back to the Federation of PEI Municipalities (FPEIM)
- Construction financing tender for the community campus and waterfront board walk has closed
- A claim was sent to our insurance company for Fiona damage. We are still trying to secure a contractor for work on the Town centre building that was damaged during Fiona
- Attended a workshop on Neptune 360 which is the software that runs our water meters; and
- Staff is busy with day to day tasks.

b) Financial Statements

Included in the agenda package for Council to review.

c) Resolution FT012-2023 Community Campus and Waterfront Boardwalk Construction Financing

Moved by Councillor Ron Dowling

Seconded by Councillor Jeff MacDonald

WHEREAS the Town of Stratford is currently constructing the Community Campus Infrastructure (roads, water and sewer, and active transportation network) and the boardwalk at the Waterfront Park. The expected date of completion for both projects is by March 31, 2024; and

WHEREAS the Town of Stratford asked for proposals for interim construction financing of \$10,000,000, it is the Town of Stratford's intention to replace the construction financing net of funding from other funding partners with term financing on or before June 30, 2024; and

WHEREAS we requested proposals from the following financial institutions:

- Bank of Montreal;
- Provincial Credit Union;
- CIBC;
- Royal Bank;
- Scotia Bank;
- TD Bank;

AND WHEREAS the request for proposals closed at 1:30 pm on October 10, 2023; and

WHEREAS the construction financing is planned to be approximately \$10,000,000 and is within the 10% capital debt threshold of the Town of Stratford. The current borrowing limits for the Town of Stratford based on our total assessed tax base (\$1,173,569,500 x 10% = \$117,356,950) of which we are using \$15,911,256 as of March 31, 2023; and

WHEREAS the following rates were received for construction financing:

Option 1: One Month Term Loans

Royal Bank: 5.70% (CORRA base rate + spread .70%)
TD Bank: 6.35% (Prime -.75%)
Scotia Bank: 6.20% (Prime -1)

Option 2 – Bankers Acceptance 1 month term

TD Bank: 6.23%
Scotiabank: 6.16%
RBC: 5.80%

BE IT RESOLVED that the Town of Stratford enter into a CORRA (Canadian Overnight Repo Rate Average) loan with RBC for the Community Campus Infrastructure and Waterfront Boardwalk at the rate of 5.0% and a credit spread 0.70% for an all-in rate of 5.70% subject to market fluctuations prior to closing, and that the Mayor and Chief Administrative Officer be authorized to enter into the CORRA Service Agreement with RBC, on behalf of the Town of Stratford.

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

Finance director Kim O'Connell noted that we don't take the full 10 million right away. As the project goes along each month we receive invoices and we can draw up to a maximum of 10 million dollars. We are just going to borrow as we need to and we are only charged interest on the borrowed amount. Kim noted that the two projects are government funded so we are submitting invoices as they come in so we can get government funding to put against the loan right away.

Question: **CARRIED**

13. PLANNING, DEVELOPMENT, AND HERITAGE

a) No Report

b) Permit Summary

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

c) Resolution PH030-2023 – DP168-23 – What's the Scoop? Inc. (c/o Craig Murphy) 20 Irving Avenue (PID 398693) – Special Permit Use / Temporary Commercial Use (Food Trailer) – Public Meeting

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jill Chandler

WHEREAS an application has been received from Craig Murphy on behalf of What's the Scoop? Inc. to operate Ken's Island Fries Food Trailer, a Temporary Commercial Use, located at 20 Irving Avenue (PID 398693) which is a Special Permit Use within the Mason Road Commercial (MRC) Zone where the Mason Road Core Area Design Standards are in effect; and

WHEREAS pursuant to section 13.5.1.(b) in the Zoning and Development Bylaw #45, 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 a public meeting be held on Wednesday, November 1, 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 Special Permit Use.

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

Councillor Dowling asked if there was a current policy regulating food trucks within the community and Dale McKeigan, Planning Director replied that we do have a street vender bylaw on our workplan for this year, and we hope to get to it later this year or early next year. However, he added that currently there is nothing in place.

Question: **CARRIED**

d) Resolution PH031-2023 – DP179-23 – APM MacLean – Community Campus High School – 215 John Joe Sark Street (PID 1137884) – Part 3 Institutional Building w/Height Exemption

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jody Jackson

WHEREAS an application has been received from APM MacLean in cooperation with the Province of Prince Edward Island and the Town of Stratford to construct a High School, a Part 3 Institutional Building, on future Lot 1, parcel number 1137884 (approx. 34.20 acres in total area) located at 215 John Joe Sark Street within the Stratford Community Campus, zoned Public Service Institutional (PSI).

WHEREAS the approximately 140,000 sq. ft. Institutional Building is proposed to be 36'-3" in height, requiring height exemption of 5.2% and serviced with municipal sewer and water; the site is proposed to contain an on-site geothermal heating system, surface parking for 291 vehicles, 28 buses, some with electric charging posts, and bicycle parking.

BE IT RESOLVED that approval be granted to an application received from APM MacLean in cooperation with the Province of Prince Edward Island and the Town of Stratford to construct a High School (approx. 140,000 ft² in area) with a height exemption of 5.2% on future Lot 1, parcel number 1137884 (approx. 34.20 acres in total area) located at 215 John Joe Sark Street within the Stratford Community Campus, zoned Public Service Institutional (PSI) subject to the following:

1. Conformance with the conceptual drawings submitted to the Town on September 21, 2023 as prepared by Nine Yards Studio.
2. The site plan shall be revised to include a minimum of 9 Barrier Free Parking Spaces within 30 m of the building entrance it serves, and such entrance shall include a curb ramp in accordance with section 10.7.3 of the Town of Stratford Zoning and Development Bylaw #45.

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 both the Town of Stratford and DOTI.
5. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
6. A detailed landscaping plan must be submitted by a qualified expert outlining the details and quantities of the materials to be used.
7. In accordance with section 10.2.1.(h) of the Town of Stratford Zoning and Development Bylaw #45, where the bus parking lot abuts the Low Density Residential (R1) Zone a landscaped Buffer area of at least 1 m (3.3 ft.) in height shall be added to the landscape plan, planted on the property and shall be maintained in a healthy growing condition by the Property Owner **or** the existing tree line may substitute the landscaped Buffer area provided the existing tree line is located on the subject property, shown on a plan of survey as a treed Buffer area, and shall be maintained in a healthy growing condition by the Property Owner.
8. Provision is made for unobstructed access around the Building exterior year round for emergency services access.
9. The Building contains a sprinkler system with adequate fire rated central water pressure or an internal standpipe system with adequate water capacity and pressure.
10. Approval, and compliance with any comments received, as obtained from the Crossroads Fire Department.
11. 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 MacDonald drew attention to the drawing included in the package. He noted that to the left of the drawing you can see part of the extension wings of the proposed building. There is a small portion on the roof which extends over any other. That is the portion of the roof that requires the height variance and it's minor in nature. Councillor MacDonald noted that he understood it contains a mechanical and HVAC equipment which requires a bit of an increased height. He noted that there were two ways to approach it. There was the potential to average out the height of the entire building structure such that it wouldn't require a variance, but it was believed by all of the parties that the best approach was to apply for the variance. Councillor MacDonald noted that the size of the variance is indicative of the fact that it is just over the limit which requires approval of Council rather than simply a straight approval by

planning staff. Councillor MacDonald stated that the other portion which was the focus of yesterday's meeting, and a focus of some of the background was surrounding the number of parking spaces – in particular, the number of barrier free parking spaces. Under our bylaw the requirement was to ensure that some of these barrier free and accessible parking spaces were found within 30 metres of the entrance of the building and the project proponent is aware of the requirement.

Councillor MacDonald stated that we asked Mr. McKeigan and Mr. Rough to make some enquiries about how the applicant got to the point where they were settling on these numbers.

At this time Councillor MacDonald called upon Mr. Rough, Town Planner as he had been doing some research on what the rationale was for the numbers that were provided to us and the background. Mr. Rough noted that there have been numerous interactions with teachers, professional consultants, and other experts across the region.

For clarification, Councillor MacDonald noted that there were a number of consultations made with the various stakeholder groups to determine what the requirements were going to be – specifically as it relates to barrier free parking.

Question: **CARRIED**

Councillor MacDonald noted that at the last Council meeting we voted on some of the street names in the area that came from the Heritage Committee and one of the names that had been proposed was Farquarson. We were waiting for some input from the fire department and they are concerned about the potential overlap with Ferguson. Based on the input from the fire department, it was decided that the road will be named Russell Drive.

Councillor MacDonald stated that the other update from the Heritage Committee is that we have added some names to our Veteran's Memorial and they are as follows: Frank Victory; Russell Stewart; Blanche Doucette; and Rachel Thomas.

Heritage has been doing some excellent work with respect to a new placement of an interpretive stand that will form part of our Veteran's Memorial and it's in relation to the Mi'Kmaq sisters from Stratford who served in the Second World War. The stand has been given internal approval from the Heritage Committee and it will be placed under a tree in front of the Town Centre. Councillor MacDonald noted that he has asked that this item be placed on the agenda. He stated that currently these stands

are placed under the trees and Heritage is looking to create a linkage between these various stands with stones or a pathway, so it is a little more unified and people can really take advantage of it.

Councillor MacDonald stated that based on the comments from Council with respect to how the Town is currently forwarding proposals for new names – there has been some preliminary efforts undertaken to ensure that we broaden the diversity of voices that are being brought forward in terms of how we are going to name streets and roads within the municipality.

14. INFRASTRUCTURE

a) Report – Included in the package for Council to review. Deputy Mayor Steve Gallant gave an overview of his report as follows:

Work is ongoing and progressing well on the community campus site with most of the road and trail subgrade constructed, water, sewer, storm, and electrical installed. The focus is shifting to the Bunbury Road end of the project now that the land has been secured for the alignment of the intersection with the Duffy Road., The base layer of asphalt will be placed on the new roads and multi-use trail by the end of November. The tender for the solar array is being prepared with installation anticipated for the spring.

Work has begun on the ‘waterfront gathering and event space’ project. Earthwork is underway to prepare for the boardwalk and deck installation, and screw piles are being installed to support the three lookout areas. The boardwalk work is expected to be complete by the end of December with lighting to be completed in the spring due to the long delivery times for the fixtures.

Construction has begun for the second water reservoir on Georgetown Road. Completion of the project is expected by the end of December.

Construction has begun on the replacement of the Corish sewage lift station. Work will continue throughout the fall and winter, with commissioning of the new station anticipated by the end of January 2024. Due to a long delivery time, the generator will be installed and commissioned upon arrival – expected to be late summer or early fall 2024.

WSP continues to work on design options for the Kinlock Road Forcemain project. The design package is planned to be completed and ready for tender by January 2024 for construction in the spring.

The infrastructure staff has been busy with the following:

- Closing seasonal buildings and winterizing sports fields
- Completed painting the exterior of the maintenance building on Hollis Avenue and the barn at Robert Cotton Park
- Grass cutting and landscaping is ongoing
- Assisted with the Fall Fest event setup and removal
- Ongoing maintenance at Town owned properties, buildings, and trails
- Installing additional power at the community gardens
- Procurement for installation of concrete floor at the dry storage building
- Coordinating installation of heat pump at the waterfront maintenance building
- Coordinating paving at Cotton Park
- Working with consultant to finalize the active transportation master plan
- Maintenance and upkeep of vehicles and equipment
- Bylaw complaints and investigations are ongoing
- Temporary speed hump assessments and installations
- Sewer lateral installation on East River Drive
- Water and sewer inspections and water turn-ons for new development is ongoing
- Removal of water meters from seasonal properties
- Completed third quarter meter reads for billing
- Uni-directional flushing of water distribution system is underway
- Ongoing inspection and maintenance of the water and sewer systems; and
- Managing ongoing customer and resident inquiries and concerns.

During the month of September there was one sewer lateral blockage on Mason Road and it was found to be caused by a low section in the lateral on the property owner's side of the service.

b) Resolution INC009-2023 Waterfront Gathering and Event Space

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Gordie Cox

WHEREAS the 2023 Utility capital budget includes \$25,000 for Miscellaneous Capital Items used for such circumstances as installing service laterals to vacant lots or replacement of damaged or faulty utility infrastructure assets; and

WHEREAS work to install a new fire hydrant and valving was completed on Jubilee Road to both enhance the fire protection in the area as well as enable water supply to 2 Jubilee

Road while providing isolation to the section of watermain under the Trans Canada Highway needing repair; and

WHEREAS this was an unplanned project with a cost to supply and install the new capital assets of \$49,321.65 plus HST; and

WHEREAS the Miscellaneous Capital Items budget should fund the project but also be available for any upcoming requirements throughout the remainder of the budget year.

BE IT RESOLVED that a supplemental capital utility budget of \$50,000 be approved to increase the Miscellaneous Capital Items budget to \$75,000.

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

Question: **CARRIED**

15. COMMITTEE OF THE WHOLE

a) Resolution CW015-2023 – Community Campus Capital Campaign

Moved by Councillor Jill Chandler

Seconded by Deputy Mayor Steve Gallant

WHEREAS the Town of Stratford is committed to fostering community well-being by developing a dynamic hub of indoor and outdoor amenities, offering diverse opportunities to enhance physical, social and mental well-being; and

WHEREAS the Town of Stratford envisions a Community Campus that will build upon an already strong community through innovation and collaboration with citizens and government; and

WHEREAS the Town Council recognizes the significance and potential impact of the Community Campus in meeting the needs of our community; and

WHEREAS the Town Council supported the Community Campus Fundraising Feasibility Study conducted by DCG Philanthropic that researched the Town's opportunity to ask stakeholders what is important to them and to determine the community's appetite for funding the Community Campus project; and

WHEREAS the Feasibility Study bid process included an option for the successful consultant to provide guidance and oversee a Capital Campaign; and

WHEREAS the Town is at the point of committing to a Capital Campaign led by the successful consultant, the successful consultant shall provide management services to oversee and support effective delivery of the campaign strategy. The successful consultant will work with Town of Stratford councillors, staff, and volunteer leadership team to support the production and delivery of suggested tools and tactics. The successful consultant will also advise campaign leadership on strategies to engage donors, build profile and guide the campaign toward its objectives; and

WHEREAS the successful consultant shall designate a working team to assist with the day-to-day administration of the campaign, support volunteers, participate in designated solicitations and maintain tracking and donor stewardship responsibilities.

BE IT RESOLVED that the Town of Stratford authorizes DCG Philanthropic to administer the Community Campus Capital Campaign in the amount of \$252,350.

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

Mayor Ogden noted that this is a very popular resolution because it is something we are really looking forward to and we want to have a successful campaign. He noted that this resolution authorizes the Town to hire consultants to undertake a fundraising campaign to facilitate building the new multi-purpose facility that will provide things for all ages and all groups within our community.

Councillor Dowling stated that he is in support of the motion. It is very much a landmark project for the community to embark upon. The fundraising effort to the degree that is going to be required to provide appropriate funding for the community's cost share of the community campus project. We have had several meetings with the principals and associates of DCG Philanthropic and they have a very good track record. Councillor Dowling felt that through their comments and proposals they have instilled a high degree of confidence of their capabilities among Council.

Councillor MacDonald stated that being involved in the process to date over the past year and what is really apparent is how much this is an initiative that may be led by recreation, and it certainly encompasses every single facet of our Town's various committees and various groups. Councillor MacDonald noted that he wanted to recognize all of the efforts of Town staff who have been involved in getting the project to this point. He added that this project has the potential to become the heart of our

municipality and the heart of our community, and we are all excited to see the project move forward.

Question: **CARRIED**

16. SUSTAINABILITY

a) Report was included in the agenda package for Council to review. Councillor Cox gave an overview of his report as follows:

- Bike Sharing Program: the Town is partnering with Charlottetown on a bike share program across both municipalities and only received one response to a recent RFP. As there is currently no funding available to assist with this project, and in line with the recommendation from the Infrastructure Committee, and the Sustainability Committee, it was agreed that they move to delay implementation of the project until at least one main source of funding is secured - rather than proceed without a funding source. The RFP is likely to be re-issued at the time of funding being secured.
- The Sustainability Committee discussed the ongoing issue of erosion and sediment runoff from development in the Town, particularly in light of the newly restored Moore's Pond. Staff will be taking additional measures to ensure that development within the sub-watershed draining to Moore's Pond is carried out with the utmost environmental controls in place so that future work is not required in the area after this project is completed.
- The annual business survey is now open. The Town would like to hear from all businesses through this survey, which can be accessed on the Town's website.
- The Town of Stratford is partnering with Junior Achievement to pilot a PD day program during the 2023-2024 school year. An anticipated three days will be offered to youth 8 – 12 years old through Junior Achievement with support from the Town including the opportunity for local businesses and leaders to connect with the youth, provide mentoring, and job exploration opportunities.
- A transit strategic plan is underway with fellow T-3 partners in Cornwall and Charlottetown. A survey is currently available for both riders and non-riders to complete, and an open house on October 17, 2023, will take place in Stratford for residents to provide their further feedback and ideas.
- The Town's Diversity and Inclusion Sub-Committee held two activities in September, including a 'New Resident Meet and Greet' and the 'Human Library' as part of Fall Fest. Both were considered successes by the committee with improvements discussed at their most recent meeting for the next time either activity is offered. The Diversity and Inclusion Sub-Committee is now looking towards a couple of dates in December to be recognized and a possible partnership on at least one of them, along with their regular committee work and discussions.

Councillor Cox noted that recently with the tail end of tropical storms like Lee and Franklin which brought back memories of Fiona and Dorian, we should once again let our residents know to be very careful about businesses that may approach them for clean-up etc. Councillor Cox noted that there are governing bodies who know if a business is legitimate and he advised people to never give money before the project is complete.

Councillor Dowling stated that an item that was raised at the committee meeting was sediment run off from development. We continue to get complaints particularly around subdivisions any time there is a heavy rain event. As we discussed at the committee meeting, it doesn't appear that current measures in accordance with the development agreement are always effective. He added that staff is exploring with other communities as to what modernization to those techniques might have come into play in recent years, and how we might bolster sediment control through development agreements, so that we won't continually have issues in relation to runoff onto the roads and other properties – specifically our water course and ponds. Councillor Dowling felt that we could do better through the development agreements. Mayor Ogden asked that the issue be followed up at the Committee of the Whole meeting and at the priority setting meeting and hopefully at the developer's meeting.

17. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY

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

Mayor Ogden noted that he was away when the last meeting took place and Councillor Jackson chaired the meeting. Councillor Jackson stated that the committee met after a summer hiatus. He noted that there was a recap of the Urban Mayors of PEI meeting which occurred earlier in the summer. Some of the main topics discussed at the meeting were housing, transit, and climate adaptation. Councillor Jackson noted that there was also an update on the Atlantic Mayor's Congress. He noted that housing is a big topic in every community in this region and across the country, and there was a lengthy discussion on this issue.

Councillor Jackson stated that there was a recap on the meeting with Stratford Ministers Burridge and Redmond to talk about shared priorities. There was also a discussion on affordable housing and there will be a meeting with the developers on November 7, 2023.

18. HUMAN RESOURCES

No Report

19. INQUIRIES BY MEMBERS OF COUNCIL

Nil

20. OTHER COMMITTEES**a) Stratford Senior's Complex**

Deputy Mayor Gallant gave his report as follows:

- Painting is currently being done to touch up areas damaged during renovations
- A tenant is moving out of the building on October 31 and we will fix up the unit and contact people on our waiting list
- The draft 2024 budget is being presented to the Stratford Seniors Committee for their review
- A request for quotes was put out for snow removal of walkways at the complex
- Reviewing all capital work for the current year to ensure all is complete and start reviewing the plan for 2024
- Fall maintenance is underway; and
- There are currently 23 people on the waiting list

There was a brief discussion on having a heat pump installed in the common area of the seniors complex and the finance director Kim O'Connell noted that our application for a heat pump was denied. Councillor Jackson asked Deputy Mayor Gallant if he would explore putting money in the budget for a heat pump for the seniors complex. The director of planning Dale McKeigan stated that he would like to know what the provincial definition of residential is because when you look at group homes and community care facilities – it is much different than apartment buildings, duplexes, and single homes. Dale felt they may have lumped it into one category (that they shouldn't have). He would like to see a follow-up to see how they are categorizing group homes and community care facilities.

21. APPOINTMENTS TO THE COMMITTEE**a) Resolution CW016-2023 – Committee Member Appointment**

Moved by Deputy Mayor Steve Gallant

Seconded by Councillor Jeff MacDonald

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 resident be appointed to the Stratford Senior's Committee for the remainder of the two-year term ending on November 30, 2024, as follows:

- **Karen Murray Marshke**

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

Question: **CARRIED**

22. PROCLAMATION

Nil

23. OTHER BUSINESS

Mayor Ogden had a request regarding the seniors Christmas dinner (mayflower seniors) and they would like to have it in the gymnasium, but they would also need to use the kitchen which is being used by the school lunch program. He wondered if there would be a way we could work with both parties to see if an arrangement could be made to allow the seniors to have their Christmas dinner. The Deputy CAO noted that they have already been in touch with Rachel Arsenault and the kitchen staff.

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:27 p.m.

Mayor Steve Ogden

Jeremy Crosby, CAO