

REGULAR COUNCIL MEETING
September 13, 2023
Approved Minutes

DATE: September 13, 2023
TIME: 4:30 p.m. – 7:30 p.m.
PLACE: Council Chambers

ATTENDANCE: 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; Phil Rough, Town Planner; Wendy Watts, Community and Business Engagement Manager; and Mary McAskill, Recording Clerk

REGRETS: Mayor Steve Ogden and Dale McKeigan, Acting Director of Planning

CHAIR: Deputy Mayor Steve Gallant

1. CALL TO ORDER

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

Deputy Mayor Gallant 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 Gordie Cox and seconded by Councillor Jill Chandler that the agenda be approved as circulated.

4. PRESENTATIONS

Nil

5. ADOPTION OF THE MINUTES

It was moved by Councillor Jeff MacDonald and seconded by Councillor Jody Jackson that the regular monthly meeting minutes of August 9, 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. In Mayor Ogden's absence, Deputy Mayor Gallant reviewed his report as follows:

- Chaired the regular monthly meeting of Town Council and the Committee of the Whole
- Participated in a meeting of the Planning Committee
- Was very honoured to participate in two events hosted by the Kerala community
- Participated, along with staff and Council, in a Shape Stratford Intermunicipal meeting
- Together with staff and Deputy Mayor Gallant, presented former Mayor Mike Farmer and his wife Susan with a small gift to express the Town's appreciation for his generous donation of six trees for the Strawberry Hill Park
- Had the pleasure of attending a Council social evening
- Was interviewed by CBC about the impact of population growth in Stratford
- Along with several Councillors, directors, and Deputy Mayor Gallant, met with Housing Minister Rob Lantz and MLA's Burrige and Redmond
- Attended a briefing by auditors on the 2022/23 audit results
- Participated in a Shape Stratford workshop for staff, Council, and the Planning Committee
- Along with Councillor Jeff MacDonald had the pleasure of participating in a fundraising golf event to support the Stars for Life efforts to help autistic children
- Participated in the 'stuff-a-bus' initiative to help the food bank
- As vice-chair of the Federation of Canadian Municipalities (FCM) Municipal Finance, Infrastructure and Transportation Committee, participated in several national meetings, also meetings of the FCM Rural Forum and FCM Committee of the Whole
- Met with a representative of Honeywell Corporation to explore energy-saving possibilities
- 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.

Councillor Cox commented on the 'stuff a bus' food drive that took place at No Frills noting that Councillor Chandler did a great job promoting it on the radio and the residents of Stratford came out and supported the event.

Councillor Chandler stated there was an incredible amount of support from Stratford and across the Island for the stuff a bus food drive. She added that it was very eye opening to see the increase in need for these services and she thanked everyone who came out to help out with the event.

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:

- Met with representatives from Harbourside Engineering to discuss their new project management division
- Chaired the monthly staff meeting
- Attended a meeting with representatives from the Provincial Housing Land and Communities regarding supportive housing options in Stratford
- Along with Mayor Ogden, Deputy Mayor Gallant, and Dale McKeigan, Director of Planning, attended a meeting with Rob Lantz, Minister of Housing, Land and Communities, and Jenn Redmond, Minister of Workforce, Advanced Learning, and Population. We discussed affordable and attainable housing options and incentives for various housing construction projects in Stratford
- Met with a resident of Stratford to talk about low-income housing options and programs
- Attended a meeting with staff and the consultant regarding the upcoming organizational review
- Attended a department head meeting to discuss Town projects and initiatives with the management team
- Met with representatives from Island Gymnastics Academy to discuss the progress of the community campus project
- Attended a meeting regarding the Crossroads development regarding the various phases of construction; and
- Attended the monthly Committee of the Whole meeting.

In addition to the above, I prepared letters, reports and memos for committees, council, and resident inquiries. I reviewed and scored the RFP for the Organizational Review. 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 human resource related files. In addition, I also enjoyed a few weeks off on vacation.

10. SAFETY SERVICES

- a) Report** – Councillor Jackson noted that the committee did not meet in August but there is a meeting scheduled later this month.

Councillor Jackson stated that there were some media questions around the speed humps on the Rosebank Road and speed humps in general. He added that overall, it was a good story on our use of speed humps.

Councillor Jackson stated that we were hoping to get an update on when the contractor would be installing the speed humps on Rosebank Road and infrastructure director Jeannie Woodard noted that the contractor didn't quite follow the specifications, so they need to go back and do some revisions.

Councillor Jackson asked if he could get an update on E-Watch from staff. He added that it is on the Safety Services agenda for the next meeting. A decision was made on the issue to go forward and we need to get the business community involved. The CAO stated that there was a discussion held with our MLA's and they are quite interested in the installation of cameras. We discussed installing close to 10 cameras instead of just two, and they were going to take it back to the province for further discussion.

b) RCMP

The report for the month of August was included in the agenda package. Councillor Jackson noted that mischief is very high right now with gas and dash and also with shoplifting, and he asked Corporal Weatherbie for his comments. Corporal Weatherbie noted that for the month of August we can see that there were 25 mischief complaints. He noted that when we break it down 15 of those complaints were door knocking and ringing doorbells at night. Corporal Weatherbie stated that when broken down it shows that there was only one 'damage to property' complaint out of the 25. Eight of the 25 were suspicious person type of mischief which could be the ringing of doorbells and knocking on doors and running away. Corporal Weatherbie noted that there is one item that is being dealt with that is currently under investigation – some youths have been identified and we have spoken with their parents.

There was some discussion on the E-Watch program and Corporal Weatherbie stated that it would definitely be beneficial for the RCMP.

Councillor Chandler asked Corporal Weatherbie about the issue where there was a man who was going around 'hugging people' and Corporal Weatherbie replied that from a

police perspective, he reassured that the files have been concluded and that the individual was identified and it is not a safety concern.

Councillor Cox asked Corporal Weatherbie if they receive a lot of calls about speeding and he replied that they do receive a lot of traffic related calls such as erratic drivers (possible impaired drivers). Corporal Weatherbie stated that the number of traffic related calls increase from 4:00 p.m. to 6:00 p.m. when people are travelling home from work.

Deputy Mayor Gallant commented on Corporal Weatherbie's accessibility noting that he responds to issues very quickly and Council appreciates it.

Corporal Weatherbie advised that the project 'get caught and get rewarded' with free ice cream coupons will continue for the month of September for such things as kids who are 'caught' wearing their helmets while on their bikes or scooters during the month of September.

c) Street Light

No report

c) Humane Society Report

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

d) Transit

The report for the month of August was included in the agenda package. Councillor Jackson noted that the numbers remain strong with 292 riders in the month of August.

e) Cross Roads Fire Department

The report for the month of August was included in the agenda package. Councillor Jackson stated that there was a meeting held on September 11, 2023, and the new fire chief is Greg McCormick and the new deputy fire chief is Calvin Crane and he congratulated both of them on their new roles in the department. He also thanked Peter MacDonald and Dave Hughes who did an excellent job of taking on the roles in the interim. They will also stay on for the next few months to mentor the new chief and deputy chief.

Councillor Jackson reviewed the statistics for the month of August. He noted that after Fiona last year, the department had an extra 50 to 60 call outs and the cost of each call was \$700 to \$800 – not including the cost of gas. It was noted that more and more is being asked of our volunteer fire department from the health system, and it is hard to recruit when these extra callouts are expected of our firefighters. Councillor Jackson stated that he hopes to set up a meeting with Minister Redmond, Minister Burrridge, town

staff, and representatives from the fire company to discuss the issues facing the fire company. Deputy Mayor Gallant agreed that everyone is doing more including the paramedics, the fire department, and the police.

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 and the Arts and Culture Committee will resume meetings later this month.

Stratford Youth Centre & Council – Youth centre members worked hard in August cleaning and painting the youth centre. The youth centre garden club has been maintaining a community garden plot and helping Heidi Wood with different gardening projects around the youth centre. The group has donated food grown to different charity groups to help those in need.

The new youth centre website is now live at www.stratfordyouthcentre.com The site includes online registration, information about the youth centre, information about the youth centre, information about family events, and a special area for members to access with a password. The youth centre opened for the season on September 11, 2023. As of September 7, 2023, there are 57 members registered (grades 5 – 12). This is a large increase from the same point of last season. There is a significant number of returning members.

The Youth Centre Leadership Club continues to meet regularly. This group is made up of 25 youth members in grades 7 – 12 who are fundraising to go on a leadership trip to Quebec and Ontario in the summer of 2024. They have currently raised \$18,000 with a goal of raising \$45,000.

The new Cheryl Duffy Service Award was issued to the first two recipients. Tyler Beaver-Hounsell and Ashton Dudley were selected as the 2023 winners. Both received \$500 toward their post-secondary education costs. The Cheryl Duffy Service Award will be issued annually to current or former youth centre members (up to the age of 25) attending post-secondary education. The award is based on community service and is funded through the Cheryl Duffy Memorial Walk. The 2nd Annual Cheryl Duffy Memorial Walk will be hosted on Saturday, September 23, 2023, at Cotton Park as part of the Fall Fest event. Participants can now register online at the youth centre website, or the morning of the event. There is no cost to register, but participants are asked to help

fundraise for the youth centre. The youth centre will be selling 50/50 tickets as part of the Cheryl Duffy Memorial Walk over the entire Fall Fest weekend. Tickets can be purchased on the event grounds.

The youth centre will be hosting a fun fair on September 23 - 24, 2023, at Cotton Park as part of the Fall Fest event.

Capital Projects - the mini ball field at Fullerton's Creek conservation Park is set to begin construction in early September. 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. The infrastructure at the community campus is well under construction and preparations are being made for winter activities.

Emergency Preparedness – with natural weather events such as hurricanes in season, the Town is undertaking preventative planning measures to preempt unnecessary disruption in service. Contingency planning will not cover every possible occurrence in a storm; however, it can mitigate some disruptions. The Town's infrastructure team has made efforts to secure valuable infrastructure around the community and has developed response plans for minimizing recovery times. Likewise, the Town is prepared to open the Town Centres as a reception centre should it be directed by the Provincial Emergency Measures Operations. In the aftermath of Hurricane Fiona, the Town's reception centre provided temporary relief to more than 2500 residents and guests over a two week period.

The Town encourages all residents to prepare their homes for a minimum of 72 hours of power outages by securing additional items such as water, food, batteries, flashlights, blankets, and fuel.

Arts and Culture - registration opened on September 5, 2023, for all art and cultural programs. Programs are available for youth, adults, and seniors and are available online and in person. The Artist in Residence Visual Arts for Stratford residents "Alcohol Ink Markers" with Tricia Baldwin will be offered from October 2023 to March 2024.

Events – Fall Fest returns after a multiple year absence, running from September 22 – 24, 2023, at the Robert L. Cotton Memorial Park. The festival celebrates culture, arts, and nature. Guests at Fall Fest will enjoy "Murmured Futures" a moving poem on Saturday, September 23, 2023 at 1:00 p.m. at Cotton Park, ax throwing, live entertainment, family movies, and nature walks.

Programs – the ever popular pickleball program returned to the town centre gymnasium in September. Programs are offered weekdays from 9:00 a.m. to 3:00 p.m. and Friday evenings for youth and a separate program for adults. Co-ed recreational badminton, volleyball, and basketball adult programs are offered weeknights from September to December.

Indoor tennis training programs are being offered at various times throughout the day from October to December. Minor basketball program starts up again in October and offers programming at the Town Centre gym and the gyms at the Stratford Elementary School and Glen Stewart Primary School.

12. FINANCE AND TECHNOLOGY

a) Report

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

- Presentation from Michelle Burge (MRSB) to review consolidated financial statements for March 31, 2023
- Utility Collections – 135 first letters were issued with a due date of August 4, 2023 and \$62,691 was collected of the \$107,424.58. Second letters were issued on August 31, 2023, with a due date of September 15, 2023
- Working on the Public Schools Branch lease renewal with a plan to meet with the representatives from the Public Schools Branch in September
- Met with consultants, the CAO, and the Deputy CAO, to discuss the Town's Organizational Review
- Working with the consultant regarding information on development costs
- A letter was sent to the province regarding the error in payment for the Municipal Tax Credit and it was in conjunction with letters sent by a number of municipalities in coordination with the Federation of PEI Municipalities (FPEIM) and what the municipalities are requesting is forgiveness of their respective amounts
- Working on final claim for Hurricane Fiona expenses through the province
- Issued a Request for Quotations (RFQ) for construction financing to area banks
- Attended the Shape Stratford workshop
- Worked on frontage charge memo for the Finance Committee; and
- Staff is busy with day to day tasks.

b) Financial Statements

Included in the agenda package for Council to review.

13. PLANNING, DEVELOPMENT, AND HERITAGE

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

b) Permit Summary

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

c) Resolution PH024-2023 – DP162-23 – Stratford Youth Centre – 57 Bunbury Road (PID 860379) – Temporary Use

Moved by Councillor Jeff MacDonald

Seconded by Councillor Gordie Cox

WHEREAS an application has been received from Duane Pineau on behalf of the Stratford Youth Centre to operate a Temporary Use, a Cavendish Farms Fry Truck, which is proposed to be located at the Cotton Centre Property at 57 Bunbury Road (PID 860379), adjacent to the Gertrude Cotton building as part of the Town's annual Fall Fest which takes place Friday, September 22 to Sunday, September 24, 2023; and

WHEREAS in accordance with Section 8.20 of the Zoning and Development Bylaw #45, where Council deems that there would be no health or safety risks to users and there would be no significant nuisance created for adjoining properties, Council may issue a temporary Development Permit enabling the temporary erection of a Building or Structure and/or the Temporary Use of land to accommodate a celebration or event; and

WHEREAS the duration of a Temporary Use permit shall not exceed thirty (30) days; and

WHEREAS Council may attach conditions to a Temporary Use permit which are appropriate to ensure the health and safety of residents, visitors, and neighbouring residents, or to minimize any potential nuisances.

BE IT RESOLVED that approval be granted to an application received from Duane Pineau on behalf of the Stratford Youth Centre to operate a Temporary Use, a Cavendish Farms Fry Truck, which is proposed to be located at the Cotton Centre Property at 57 Bunbury Road (PID 860379), adjacent to the Gertrude Cotton building as part of the Town's annual Fall Fest subject to the following conditions:

1. That the Temporary Use shall operate and be located per the application description and site plan dated August 28, 2023; and the hours of operation shall be as follows:

- Friday, September 22 from 12 noon to 5:00 p.m.
 - Saturday, September 23 from 12 noon to 5:00 p.m.
 - Sunday, September 24 from 12 noon to 5:00 p.m.
2. That the Applicant shall provide the Town with a valid copy of the Food Service License/Permit, and any other relevant License/Permit, issued by the province prior to the use being located on the Cotton Centre property.
 3. That the Temporary Use shall be discontinued and removed as soon as reasonably possible and not exceeding thirty (30) days following the issuance of the permit.
 4. That the Applicant shall ensure the clean-up of all debris around the location and the site is reinstated to its previous condition prior to the event.

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

With the aid of the overhead, Councillor MacDonald indicated where the truck would be located. He added that the truck will be a welcome addition to Fall Fest.

Question: **CARRIED**

d) Resolution PH025-2023 – SD017-23 – Andrew LeBlanc and Catherine Towers 12 Winjoe Drive (PID 529297) One Lot Subdivision

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jody Jackson

WHEREAS an application has been received from Andrew LeBlanc and Catherine Towers to subdivide parcel number 529297 (approx. 47,350 ft² in total area) into 2 single detached dwelling lots within the Low-Density Residential Zone (R1). The new lot 23-2 is proposed to have access from Aptos Drive while the remaining lot 23-1 is proposed to maintain existing frontage on Winjoe Drive.

WHEREAS the new lot 23-2 is proposed to have a frontage of 77.36 m (253.80 ft.), area of 2,253 m² (24,251.09 ft²) and be serviced by both municipal sewer and water. The preliminary survey plan shows a proposed driveway location for the new lot; the actual location may be subject to change upon application for a development permit or provincial entrance way permit. The remaining land (lot 23-1) is proposed to maintain the existing frontage of 22.66 m (74.34 ft.), is proposed to have an area of 2,146 m² (23,099.35

ft²) and is currently serviced by both municipal sewer and water. Both proposed lots exceed the minimum bylaw requirement of 22 m (72 ft.) of frontage and 700 sq. m. (7,535 sq. ft.) in area. The 15 m (50 ft.) environmental buffer along the watercourse and building setbacks are shown on the preliminary survey plan to demonstrate sufficient remaining buildable area. In addition, the proposed subdivision conforms with *Section 4.3 Permission to Subdivide* within the Town of Stratford Zoning and Development Bylaw #45:

WHEREAS in accordance with *Section 4.4 Changes to Existing Lots* of the Town of Stratford Zoning and Development Bylaw #45:

- 4.4.1. No Person shall reduce the dimensions or change the Use of any Lot in an approved Subdivision where Council deems these would be a detrimental effect on neighbouring Property owners.
- 4.4.2. Where an application to subdivide land would change the dimensions or the Use of a Lot in an existing approved Subdivision, Council shall notify all Property owners within 150 metres (500 feet) of the boundaries of the Lot in writing, informing them of the details of the application and soliciting their comments.

WHEREAS on August 22, 2023, fifty-five (55) notification letters were sent to property owners within 150 metres (500 feet) of the boundaries of the Lot informing them of the details of the application and soliciting their comments. As of the deadline for comments, September 4, 2023, two (2) responses have been received which were not in favor of the proposed subdivision due to residents having an understanding that the lot could not be further subdivided, impacted sightlines, and environmental impacts/tree removal concerns; and

WHEREAS to mitigate some of the concerns, the Planning Committee has recommended the addition of a treed buffer to maintain the existing spruce trees currently located along Aptos Drive as described in condition 2 below.

BE IT RESOLVED that approval be granted to an application received from Andrew LeBlanc and Catherine Towers to subdivide parcel number 529297 (approx. 47,350 sq. ft. in total area) into 2 single detached dwelling lots located at 12 Winjoe Drive and Aptos Drive subject to the following conditions:

- 1. That a Plan of Survey be prepared by a professional surveyor licensed to practice in Prince Edward Island in conformance with the Preliminary Plan showing Lot 23-1 & Lot 23-2 being proposed severances of lands identified as PID 529297 in possession of Andrew D. LeBlanc and Catherine Towers as prepared by Bernard Land Surveyors, Job No. 22-144-A, Dated: August 22, 2023.

2. That the final Plan of Survey included a treed buffer to maintain the spruce trees currently located along Aptos Drive.
3. That the sewer and water systems shall be designed in accordance with the Stratford Utility Corporation Servicing Standards that the Developer/Property Owner make payment of all applicable capital contribution fees as required by the Utility Corporation, and in accordance with preliminary servicing comments as follows:
 - a. Install water and sewer services from the mains to dwelling at the Property Owner's/Developer's expense for new LOT 23-2
 - b. Payment of the one-time domestic water supply contribution fee.
 - c. Payment of the one-time sewer treatment contribution fee.
 - d. All water and sewer work to be coordinated and inspected by the Utility.
 - e. Developer to confirm location and depth of sewer before setting foundation grades as sewer does not front the entire property along Winjoe Drive.
4. That all other relevant provisions of the Town of Stratford Zoning and Development Bylaw, Bylaw # 45, are met.
5. That preliminary approval shall be valid for a period of 3 years.

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

Town planner Phil Rough noted there were letters received from the neighbours on the proposed development. Using the overhead Phil explained that along the backside there is a 50 foot buffer zone. He noted that there were a few concerns in regard to the protection of views. Hurricane Fiona took out a number of trees by the water, so now the water is visible and they want to protect the view. It was noted that planning is exempt - as it is not specifically saved in the planning regulations and the Town does not review the protection bylaw. Phil noted that a protection bylaw is not easy to set up adding that it took the City of Vancouver 10 years to set theirs up.

Phil noted that in terms of the proposal - there is enough area on the new lot for a house within the current setbacks, so planning's recommendation is to approve the application.

Councillor MacDonald noted that included in the agenda package are two written comments received from residents. He noted that he also received a phone call from one of the comment writers. Councillor MacDonald stated that concerns were expressed about the view scape. He noted that both letter writers were of the understanding that this would not happen at this location. This speaks to what Phil had stated about guidance issued from the

province with respect to coastal areas - that there would be a buffer area of 75 feet, but it is a very important distinction, especially for our Town, that it doesn't apply to municipalities with an official plan in place. So, the buffer would be 15 metres or 50 feet which is shown on the survey in the green area toward the back (Councillor MacDonald referred to the overhead where the survey was displayed) and there is plenty of room for development. Councillor MacDonald stated that we wanted to respect, as best as we could, the viewpoints of the letter writers. He noted that it is rare when we receive written comments from our citizens and we absolutely want to respect their wishes and ensure that their input is incorporated, as best it can, into the planning process. Councillor MacDonald stated that we wanted to ensure that we preserve as much of the character of the Winjoe and Aptos area. We thought the best way to do that while respecting our responsibilities at the planning level is to ensure that we are looking at the best use of the land. We are considering the housing situation and the character of the neighbourhood and we are considering all of the sound planning principles that we are tasked to consider. The best way to do that while respecting the views of citizens to include requirement in the survey plans for the tree buffer line. Councillor MacDonald stated that included in the agenda package there is a photo that shows the trees in question and it shows a very lovely row of mature spruce trees, and we are looking to maintain those trees in the subdivision so that it preserves the character of the neighborhood.

Councillor MacDonald referred to item #12 d-3 in the agenda package. He noted that Sarah prepared a 'table of permission' to subdivide and it describes all the ways in which this subdivision does conform with the Planning and Development Bylaw, so clearly it is a well considered subdivision request and the planning staff was very thorough in its' consideration. Those are the reasons that the resolution bears the recommendation of the Planning, Development, and Heritage Committee.

Councillor Chandler referred to the residents who sent in complaints and referenced that they were under the impression that this would not happen in this area – who told them this? Councillor MacDonald felt that because they have been there for some time they were under that general impression, but he didn't know where that knowledge came from. They were at least aware of guidance from the province about the coastal buffers in unincorporated areas which is 75 feet, but within the Town it is 50 feet.

Councillor Jackson noted that preserving the trees is important. He also felt that a lot of places across the Town people have the idea that there is not

going to be development beside them. He added that it is refreshing to hear that the application does meet all the criteria of the planning committee and he felt comfortable with the recommendation that they provided. If we can provide more housing that fits in the neighborhood that is important.

Councillor Cox stated that his concern was the trees and he hoped that they wouldn't remove them.

Councillor Dowling understood that they would be interested in maintaining the trees and added that is one of the conditions of the approval. He added that the planning department will be looking closely at subdivisions and that the trees be maintained.

Question: **CARRIED**

e) Resolution PH026-2023 – Stacked Townhouse and General Text Amendments – Town of Stratford Zoning and Development Bylaw #45 - Public Meeting

**Moved by Councillor Jeff MacDonald
Seconded by Councillor Ron Dowling**

WHEREAS the planning department is proposing several text amendments involving the incorporation of “Stacked Townhouse Dwellings, associated lot standards, and other general housekeeping amendments to clarify the Town of Stratford Zoning and Development Bylaw #45; and

WHEREAS There are 4 main components to the proposed amendment as follows:

1. Add a definition for “Stacked Townhouse Dwelling,” and amend the definitions for “Multi-Attached Dwellings” and “Duplex Dwellings.”
2. Add “Stacked Townhouse Dwellings” to zones that currently permit “Townhouse Dwellings.”
3. Add Lot Development Standards for “Stacked Townhouse Dwellings.”
4. Adjust the “Townhouse Dwellings” Uses within the Medium Density Residential (R2) zone; and

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

BE IT RESOLVED that a public meeting be held on October 16, 2023 (tentatively) to solicit public input from residents on the proposed amendments involving the incorporation of

“Stacked Townhouse Dwellings”, associated lot standards, and other general housekeeping amendments to help clarify the Town of Stratford Zoning and Development Bylaw #45.

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

The town planner explained stacked townhouses and demonstrated with the aid of the overhead. He noted that it is basically one unit on top of the other so you can get more units on site but it is more compact.

Councillor Chandler asked about the parking requirements and Phil replied that currently, townhouses require two parking spaces per unit. However, with stacked townhouses there would be one dedicated parking space plus one guest. Phil explained that a townhouse with 10 units would require 20 parking spaces. A stacked townhouse would require 15 parking spaces.

For clarification, Councillor MacDonald noted that this resolution is just to hold a public meeting.

Councillor Dowling stated that it will be interesting to hear the outcome of the public meeting, and to see how the developer plans to address the parking.

Councillor Jackson also noted that he would like to hear what the outcome of the public meeting in regard to parking.

Question: **CARRIED**

- f) **Resolution PH027-2023 – RZ001-23 – Grove Developments Ltd. – Zoning Bylaw Amendment – Text Amendments and Zoning Map Amendment – R1 to R2 – 20 Unit Townhouse Complex off Swallow Drive PID 912410, 677344, 677336, 677328, and 190082 – Public Meeting**

Moved by Councillor Jeff MacDonald

Seconded by Councillor Ron Dowling

WHEREAS an application has been received from Grove Developments Ltd. requesting to rezone five lots located off of Swallow Drive from the Low Density Residential (R1) zone

to the Medium Density Residential (R2) zone and add the Use “Stacked Townhouse Dwellings” to the R2 zone; and

WHEREAS the applicant is proposing to construct two 10-unit Stacked Townhouse complexes across 4 of the lots and use the 5th lot as access to each lot. Stacked Townhouses are currently only permitted in the new Urban Core (UC) zone and Core Mixed-Use (CMU) zone; and

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

BE IT RESOLVED that a public meeting be held on October 16, 2023 (tentatively) to solicit input from residents on an application to rezone parcel numbers 912410, 677344, 677336, 677328, and 190082 (approx. 2.53 acres in total) from the Low-Density Residential (R1) Zone to the Medium Density Residential (R2) Zone.

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

Town planner Phil Rough stated that the first component is to deal with the stack townhouse dwelling. Stack townhouse dwellings were actually added to the zoning bylaw, but it was never clearly defined, so we are bringing in a definition (stack townhouses are side by side and ‘stacked’ one on top of the other). Phil noted that there is also a change in the definition of ‘duplex’ to line up with how it’s been defined through the planning bylaw dating back to the 1900’s. It is also changing the definition for multi attached dwellings.

Phil noted that the second step is that we are adding stacked townhouses to any zone that currently permits townhouses. He added that townhouses and stacked townhouses are similar developments and they can be in similar neighborhoods. We are adding development standards to stacked townhouses, so the only real difference is tied into the minimum lot area required per unit. A stacked unit typically requires 300 square meters per unit – with stacked townhouses we are looking at dropping it a little to 250 square meters per unit.

For clarification, it was noted that this resolution is just to hold a public meeting.

Councillor Jackson noted that there is some concern from the fire department regarding recent developments. Cars are parking on the streets and fire trucks need access to put out a fire. We should invite someone from the fire company to the public meeting because they did bring up some valid concerns.

Councillor Dowling wondered if there were other municipalities that have these stacked townhouses and if we could get some information from them on their experience with them.

Question: **CARRIED**

g) Resolution PH028-2023 – RZ002-23 – Roberts Retirement Pros. Inc. – Zoning Bylaw Amendment and Conditional Use – R2 to R3 – 40 Unit Apartment Complex off Rankin Drive (PID 464719)

Moved by Councillor Jeff MacDonald

Seconded by Councillor Ron Dowling

WHEREAS an application has been received from Roberts Retirement Pros Inc. to rezone parcel number 464719, approx. 0.81 acres in total, from the Medium Density Residential (R2) Zone to the Multiple Unit Residential (R3) Zone for the purpose of constructing a 40-unit multiple attached dwelling; and

WHEREAS this re-zoning request will require the following amendment to be considered:

- Zoning and Development Bylaw- an amendment to the official Zoning Map to change parcel number 464719 from Medium Density Residential (R2) Zone to the Multiple Unit Residential (R3) Zone

WHEREAS the proposed 40-unit multiple attached dwelling is deemed as a conditional use (Apartment over 12 units) in the proposed R3 zone.

WHEREAS the concept plan has been reviewed and the following variances were identified as being required for the proposed 40-unit multiple attached dwelling:

- Minimum Lot Area – Variance of 47.21%
(Required Area = 6210 m², Proposed Area = 3278 m²)
- Maximum Building Height – Variance of 85.71%
(Permitted = 10.5 m (35 ft.), Proposed = 19.8 m (65 ft.)

- Maximum Density - Variance of 40% after a 20% bonus to the number of units with the provision of a minimum of 75% underground parking spaces
(Permitted = 24 units, Proposed = 40 units)

WHEREAS pursuant to the Provincial Planning Act and Section 3.2.3 of the Town of Stratford Zoning and Development Bylaw, Council must hold a Public Meeting to receive comments from the public on the proposed application.

NOTWITHSTANDING Council retains the right under Section 3.2.8 of the Town of Stratford Zoning and Development Bylaw, to deny any amendment request, without holding a public meeting, if such request is deemed to be inconsistent with this Bylaw or the Official Plan.

BE IT RESOLVED that a public meeting be scheduled to solicit input from residents on this application to rezone parcel number 464719, approx. 0.81 acres in total, from the Medium Density Residential (R2) Zone to the Multiple Unit Residential (R3) Zone for the purpose of constructing a 40-unit multiple attached dwelling.

Discussion: This resolution **does not** bear the recommendation of the Planning, Development, and Heritage Committee.

Councillor MacDonald stated that there was a good discussion on the request at the planning meeting. Planning's recommendation is to deny the request. Based on the variances that would be required, it was not recommended.

Councillor Dowling noted that this request is not consistent with the area and Councillor Jackson agreed and fully respects the recommendation of the Planning Committee not to go forward with this request as it is out of character with the neighbourhood. He noted that it would be a significant departure and it does not conform with the area.

Councillor Chandler also felt it was not the right space for a 40 unit dwelling.

Councillor MacDonald asked the town planner if the development in the proposal accord with sound planning principles and Phil replied that from a planning point of view it does not. Planning's recommendation is to deny the rezoning and the development for a number of reasons – one of which is the proposed variances. Within the bylaw there are certain tests that need to be met for variances. The variances requested and the reasons for them

do not comply with those tests; therefore, planning is recommending refusal of this request. The proposal to construct a 40 unit dwelling on this property does not conform with the town's official plan.

It was noted that if the developer came back with something more in line with the area it would be considered.

Question: **DENIED**

h) Resolution PH029-2023 – New Street Name Request – Community Campus

Moved by Councillor Jeff MacDonald

Seconded by Councillor Jody Jackson

WHEREAS at a regular Council meeting held April 12, 2023, preliminary approval was granted to an application from the Town of Stratford to subdivide parcel numbers 1137884 and 1137892 (approximately 69.96 Ha. or 172.90 acres) for the purpose of creating the Town's Community Campus and Business Park Expansion; and

WHEREAS two (2) new roads (Street "A" and Street "B") will provide access to and service the Community Campus land; Street "A" will extend through the Community Campus land and intersect with Hollis Avenue and Bunbury Road; Street "B" will T-intersect with Street "A" and extend to the southwest property line of the Community Campus land and stop, with future connection to the Mason Road: and

WHEREAS at a Heritage Sub-Committee meeting held on August 28, 2023 and via email poll held on September 4, 2023, the Committee passed a motion to and later amended the motion September 4, 2023 to suggest the following street names:

- **John Joe Sark** – Street "A" The late Keptin John Joe Sark was a Mi'kmaw leader, "advocate, educator, author, father, and friend to many" remembered as a trailblazer. Given the story of dropping out of school in grade 8 due to racism, eventually graduating from UPEI, and promoting the name change of the Rural's mascot, there is poetic justice for the Community Campus to include his name given that the street will be home to the new high school (whose catch basin will include his home in Johnson's River).
- **Farquharson** – Street "B" To recognize the Farquharson family who lived on and farmed the property for almost 200 years over which Street "B" crosses.

- **Russell** – Street “B” alternative – should Farquharson be in conflict with existing streets (i.e., Ferguson): Russell, a veteran of the First World War, was born on the Farquharson Farm and lived there until three weeks prior to his 80th birthday. It was grandsons of Russell Farquharson (Robert and Paul Farquharson) who sold the property to the Town for the Community Campus.

WHEREAS planning staff will contact the Cross Roads Rural Fire Company to verify that the name Farquharson recommended for Street “B” is not similar to other names listed in the Cross Roads Fire District as to not cause conflict or misinterpretation when used by any emergency service provider. Should the Cross Roads Rural Fire Company determine a potential conflict or misinterpretation exists, the Heritage Committee provided an alternative name Russell to serve as a substitute to Farquharson.

BE IT RESOLVED that approval be granted to the following street names for the Community Campus subdivision:

John Joe Sark Drive – Street “A”

Farquharson Street – Street “B”

Russell Drive – Street “B” alternative – should Farquharson be in conflict with existing streets.

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

Councillor MacDonald noted that the Heritage Sub-Committee doesn’t look just to the past. Stratford is becoming more multicultural and it is important to keep in mind that they will also consider those who have not lived in PEI for hundreds of years. He felt that this is important to keep in mind.

Councillor Dowling stated that John Joe Sark was a tremendous voice for the indigenous community throughout his life and he wondered if it has been explored by others on the indigenous community – if they had any plans to honour John Joe Sark by way of street naming in other communities. Councillor MacDonald replied that the family was contacted and they are in full support of naming the street after John Joe Sark.

Councillor Cox felt that a library or a school would be a good memorial to John Joe Sark and Councillor Dowling noted that naming a street does not

preclude any other honours that might come about such as a library or school.

Question: **CARRIED**

14. INFRASTRUCTURE

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

As final repairs are taking place from Hurricane Fiona damage, the infrastructure department is now preparing for the upcoming storm season. Generators have been filled, chainsaws maintained and ready for operation, gas jugs filled etc. A standard operating procedure for power outages is being finalized by the utility department.

Work is ongoing and progressing well on the community campus site. Most pipe infrastructure has been installed on the Town property, and electrical installations are now underway. The province's contract on the high school project appears to be progressing well with much excavated material being hauled off site.

Rehabilitation work is complete at Moore's Pond and seed and mulch has been placed to protect the soils from erosion over the fall and winter months until ground cover is established. The pond was enhanced with a deeper channel; the discharge from the irrigation pond for the golf course was moved further upstream to improve filtration time before entering Moore's Pond; and the bank along Stratford Road was widened and reshaped to allow for trees and shrubs to be planted that will help filter and protect the pond.

A kickoff meeting was held with WSP for the design of the Kinlock Road forcemain project. Surveying of the project limits has been completed and drawings are being prepared. The design package is planned to be completed and ready for tender by January.

The tender for the waterfront gathering and event space (boardwalk) closed on August 8, 2023, with only one bid submitted. A resolution recommending award of the work to Island Coastal Services Limited is being presented this evening.

The start of construction for the water reservoir has been delayed and is expected to begin in the coming week or two. Completion of the project is now pushed to December.

The infrastructure staff has been busy with the following:

- Ongoing maintenance at Town owned properties, buildings, sports fields, and trails;

- Maintenance and upkeep of vehicles and equipment;
- Outside staff is busy with grass cutting, trimming, gardening, painting, landscaping, garbage pickup etc.;
- Exterior painting of Cable Heights water building;
- Bylaw complaints and investigations are ongoing;
- Temporary speed hump assessments;
- Procurement of new bus shelter for Rankin Drive;
- procurement of a new utility truck;
- annual air relief chamber inspections are underway;
- sewer lateral replaced on Mason Road; and
- water and sewer inspections and water turn-ons for new development is ongoing.

During the month of August, the Fullerton's water station was hit by lightning affecting one pump. The station has been operating on one pump only since early August while we wait for the replacement components to be delivered, which are expected to arrive in October.

There was a sewer backup on Kinlock Road caused by a Maritime Electric pole anchor puncturing the lateral. The repair has been completed.

Councillor MacDonald asked if Moore's Pond would just fill in naturally over time and infrastructure director Jeannie Woodard replied that in order to drain the pond they had to remove the water control structure stop logs but they are being put back in place so the pond will fill naturally.

b) Resolution INC009-2023 Waterfront Gathering and Event Space

Moved by Councillor Jill Chandler

Seconded by Councillor Jeff MacDonald

WHEREAS one tender was received on August 8, 2023, for the construction of the Stratford Waterfront Gathering & Event Space project which consists of approximately 330 m of timber boardwalk with three lookouts and a performance area, an approximate 45 m x 30 m timber plaza surrounding the Michael Thomas statue. This project also includes benches, seating, lighting, and electrical components. The tender results were as follows:

Contractor	Bid Excluding HST
Island Coastal Services Ltd.	\$1,728,689.20

AND WHEREAS funding through ACOA's Innovative Community Fund in the amount of \$500,000.00 and funding through the Provincial Active Transportation Fund in the amount of \$500,000.00 has been obtained; and

WHEREAS the capital budget amount approved for the construction and site supervision of the complete Waterfront Gathering & Event Space project has been reduced from \$2,200,000.00 to \$1,600,000.00 due to a reduction in funding; and

WHEREAS the engineering, construction management and inspection fees for the Waterfront Gathering & Event Space project is estimated to be \$50,000.00 excluding HST, for an estimated project total of \$1,778,689.20 excluding HST, resulting in a cost overrun of \$178,689.20; and

WHEREAS a supplemental capital budget is required in the amount of \$178,689.20; and

WHEREAS \$300,000 of New Deal funding has been assigned to Active Transportation Path Construction & Sidewalks under the Town's capital budget as a placeholder.

BE IT RESOLVED that the construction of the Stratford Waterfront Gathering & Event Space project be awarded to Island Coastal Services Ltd. in the amount of \$1,728,689.20 (HST excluded) and that the New Deal funding be utilized for the supplemental capital budget required in the amount of \$178,689.20.

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

Councillor Dowling asked if the supplemental capital budget amount of \$178,689.20 was included in the capital financing that we have forthcoming and Jeannie replied that it was approved in our capital budget.

Councillor MacDonald asked about the scale of the project and Jeannie replied that we have not changed the scope. Jeannie added that we do have a phased plan for the entire park.

Deputy Mayor Gallant noted that we also had some support from the provincial and federal governments.

Question: **CARRIED**

15. COMMITTEE OF THE WHOLE

a) Report

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

SUSTAINABILITY

a) Report

The Town's annual business survey will be released in the next week or so. We look forward to hearing from our business community where things are going well, not so well, and where improvements can be made. It is also an opportunity for the business community to suggest to us ideas and activities they would find helpful to be offered. We look forward to having a significant number of our business community participate.

Close to 100 large trees were planted this summer in 10 Town parks or properties to provide shade to residents (many were planted along walking paths), to sequester carbon, to increase the urban canopy, and to add aesthetic value to public spaces.

The annual water school calendar was recently delivered to the schools who participated in 'Water School,' and limited copies are available at the Town Centre. The calendar displays the artwork of local grade five students, depicting messages about water conservation.

The week of September 17 – 23 is national Forest Week in Canada. Staff and consultants continue to work on a draft of a forest management plan, which will guide management of forests owned by the Town to ensure these forests are healthy, resilient, and accessible.

Though the Switch Program is no longer financing new projects, home energy improvements in Stratford continue through the program as it wraps up, each of which reduces greenhouse gas emissions. The program still offers advice over the phone for residents undertaking a home energy project.

The Diversity and Inclusion Sub-Committee is busy planning for the 'new resident meetup' this Saturday from 10:00 a.m. to 11:30 a.m. at the Stratford Town Centre. New residents to the community (whether from another community on PEI, elsewhere in Canada or internationally) are invited to stop by to learn a little bit more about your new home, meet some other residents and Council members, and talk with some of the community groups who will be present.

The Diversity and Inclusion Sub-Committee is also planning a "Human Library" event as part of Fall Fest. On Saturday, September 23, 2023, we will have human "books" available for residents to "borrow" and have a conversation. The finalized list of human books will be made available in the coming days and look to cover a range of interesting topics. Limited spaces will be available for pre-signup next week with others being available for

walk-ins with all spaces being reserved for 10 minute conversation blocks. Please follow the Town's social media for more information.

We are having a major windstorm coming in the next few days and he wanted to remind residents to be prepared.

16. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY

No Report – the committee did not meet in August. Councillor Jackson stated that the next meeting will be held on September 21, 2023.

17. HUMAN RESOURCES

No Report

18. INQUIRIES BY MEMBERS OF COUNCIL

Deputy Mayor Gallant asked about the vacant house on Bunbury Road and the CAO replied that we are keeping an eye on it. He added that we are trying to get in touch with the owner but it has been difficult.

19. OTHER COMMITTEES

a) Stratford Senior's Complex

Deputy Mayor Gallant gave his report as follows:

- We are currently waiting for repairs on coin mechanisms for the laundry machines, as they are hard to use
- Repair work was done to some soffit damaged during storms
- Replace ceiling tiles that were damaged due to a water leak
- Rent forms were issued to residents noting what their rent will be for 2024
- Inspection forms were completed and dropped off for the annual inspection of each unit
- Fire alarm test was conducted by T & K fire; and
- There are currently 23 people on the waiting list.

20. APPOINTMENTS TO THE COMMITTEE

Nil

21. PROCLAMATION

Pulmonary Fibrosis Awareness Month

Whereas *Pulmonary Fibrosis is a very serious lung disease with no cure and the only known intervention to prolong life at this time is with a lung transplant; and*

Whereas *New drugs have come onto the market in the past few years to slow the progression of the disease; and*

Whereas *an estimated 30,000 Canadians suffer from Pulmonary Fibrosis with about 6,000 new cases identified each year; and*

Whereas *many are not aware of the symptoms or disease until diagnosed, so it is important to learn the signs and symptoms as it can be mis-diagnosed.*

Therefore,

Be it Resolved *That I, Steve Gallant, Deputy Mayor of Stratford, do hereby proclaim September 2023 "Pulmonary Fibrosis Awareness Month" in the Town of Stratford.*

In Witness,

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

22. OTHER BUSINESS

Nil

23. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:30 p.m.

Deputy Mayor Steve Gallant

Jeremy Crosby, CAO