
6. PRESENTATIONS FROM THE FLOOR

No presentations

7. MAYOR'S REPORT

a) **Report from December 10, 2025, to January 14, 2026**

Dec 11 – Attended a tour of new Stratford High School

- Public meeting re: Short Term Rental Accommodations Draft Bylaw

Dec 12 – Attended a meeting with Rowing PEI

- Attended a meeting with Curling Club representatives

Dec 16 – Recorded end of year podcast

- Attended the Confederation Centre of the Arts Reception

Dec 17 – Attended the Lighting of Menorah at Town Centre to mark beginning of Hanukkah

Dec 18 – Attended the CADC Reception

Dec 19 – Attended the Crimestoppers event to recognize the exemplary service of Cpl Matthew Paynter as Municipal Police Officer of the Year

Dec 20 – Attended the Youth Centre Awards Gala

Dec 23 – Attended the MP Kent MacDonald reception

Jan 1 – Attended the New Years Levee at Town Hall

Jan 5 – Attended the monthly Planning Board Meeting

Jan 6 – Attended a meeting with members of Cricket PEI

Jan 7 – Attended the annual Meals on Wheels luncheon

- Informal Council discussion

Jan 9 – Participated in a pre-interview for the Business View magazine.

- Attended the celebration of life for Stratford resident Dr Colin MacMillan

Jan 14 – Attended the Community Foundation event

Along with the above, I have also:

- Chaired Regular Monthly Council Meeting
- Attended meetings with residents and Staff members
- Looked after the day-to-day business and internal affairs of the Town

Mayor Ogden took a moment to send his condolences to the late Colin MacMillan's family.

There were no further comments or questions from council regarding the mayor's report.

8. CHIEF ADMINISTRATIVE OFFICER

a) **Report for December 2025**

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- Attended and participated in the “What We Heard” meeting summarizing public consultation feedback on the new Official Plan and Zoning Development Bylaw.
 - Attended the start-up meeting for the construction of the new waterfront pavilion.
 - I chaired two bi-monthly Department Head meetings.
 - Along with the Deputy Mayor, attended the quarterly meeting with Chief Superintendent Kevin Lewis and other RCMP members to discuss policing within the Town.
 - Attended the Volunteer Social, an event recognizing the contributions of volunteer committee members who support the Town’s operations and decision-making. The event also provided an excellent opportunity to connect with volunteers and personally thank them for their service. I would like to extend my thanks to staff for their assistance in organizing this successful event.
 - Along with the Mayor and the Community and Business Engagement Manager, attended a meeting with a representative of the Black Cultural Society to discuss upcoming events for Black History Month.
 - Along with the Deputy CAO, we attended meetings to finalize the new service agreement with our transit operator.
 - I Attended a meeting with planning staff and the province to finalize our Short-Term Rental bylaw document.
 - I attended and participated in the monthly Town Council meeting.
 - I attended the annual Engineers PEI Christmas reception.
 - I attended the public meeting regarding our Short-Term Rentals bylaw.
 - Along with the Mayor and Deputy CAO, we attended a meeting with Rowing PEI to see about setting up a facility in Stratford.
 - Attended the annual Staff Christmas function, an enjoyable evening of bowling, food, and socializing with staff.
 - Along with the Deputy CAO, attended a virtual meeting with Cordell Johnson, Atlantic Representative for the Federal Minister of Housing and Infrastructure, to discuss future funding for the Health and Wellness Facility.
 - Along with the Deputy CAO we met with MP Kent MacDonald to discuss additional funding for the Health and Wellness Facility.
 - I met with the chairman of the Crossroads Fire Company to discuss funding for the new aerial fire apparatus.
 - I attended a meeting with planning staff to discuss upcoming projects for the 2026.
 - I attended the Charlottetown and Area Development Corporation Christmas reception.
 - Chaired the monthly staff meeting.

- Along with the Deputy CAO, met with Stratford MLAs Jill Burrige and Jenn Redmond to discuss funding opportunities for the Health and Wellness Facility, as well as other Town projects and initiatives.
- I attended and participated in the monthly Charlottetown and Area Development Corporation board meeting.
- I attended and participated in the monthly committee of the whole meeting.

In addition, I have organized and led meetings with staff, developing detailed agendas and providing relevant materials for various committee discussions to ensure everyone stays informed. I've also assessed infrastructure projects, reviewed planning-related issues and the proposed changes to the official plan and zoning and development bylaw, and managed various HR files. I have handled correspondence, responding to emails and letters from residents, stakeholders, government officials, and other relevant parties.

Discussion:

Councillor Dowling requested a timeline for when the draft short-term rentals bylaw will be ready for council's review.

The CAO noted that a public meeting and additional consultations had already been held. It was explained that the draft short-term rental regulations would be incorporated into the ongoing updates to the Zoning and Development Bylaw. The CAO indicated that the Town was close to having all required information and that the regulations would be included once the updated bylaw was formally approved.

9. SAFETY SERVICES

a) **Report**

No meeting was held in December

b) **Street Light Report**

No report

c) **RCMP Report**

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

Corporal Paynter reported 275 occurrences in December 2025, with 252 founded or under investigation, reflecting a decrease from both November 2025 and December 2024 (335 occurrences). Traffic-related matters accounted for 112 occurrences (44%), resulting in 22 summary offense tickets and 23 warnings.

Officers responded to seven impaired driving files, leading to three charges for driving over the legal limit, one refusal, and one drug-impaired driving charge. One file remained under investigation pending lab results. There were 26 theft files, including 16 gas-theft incidents, all determined to be false departures with no charges.

Seventeen STEP (Selective Traffic Enforcement Program) files were completed. Members attended the Stratford Volunteer Appreciation Event and the Special Olympics Unified Bocce Observers Program on December 17th. The detachment also received its new electric police vehicle, which became operational in January.

Corporal Paynter concluded by thanking Council for supporting a recent police officer nomination and expressed appreciation for the ongoing partnership with the Town and the Stratford RCMP detachment.

Discussion:

Councillor Cox asked whether individuals involved in gas-and-dash incidents were recorded in a shared database accessible across police agencies. Corporal Paynter confirmed that all detachments, including Cornwall, Charlottetown, and Summerside, use the same PROS system, allowing officers to view related files and identify repeat offenders. It was noted that the vast majority of gas-and-dash reports were honest mistakes, typically resolved once the individual was contacted. Corporal Paynter also acknowledged that some social media posts by gas stations may portray incidents as intentional even when most were not but confirmed that all relevant information is captured and accessible to police across Canada.

Mayor Ogden observed that collision numbers appeared higher than expected, noting 16 collisions in the month and asking whether this represented a seasonal pattern or an increase compared to the previous year. Corporal Paynter advised that collision levels often fluctuated with weather conditions and that they could provide comparative data once available. Mayor Ogden suggested that, if a trend were identified, the Town and RCMP could work together on measures such as public information efforts. Corporal Paynter noted that in previous winters the Hillsborough Bridge had been a frequent collision location, but conditions seemed to have improved compared to prior years.

Deputy Mayor Gallant asked for an update on the recent break-in at Cotton Park and whether any additional preventative measures were recommended. Corporal Paynter reported that the incident had been investigated and that no charges were laid due to insufficient evidence. Officers were able to recover the stolen property with assistance from an individual involved in an unrelated file. It was confirmed that the suspects had forced entry by kicking the door, and there were no

indications that a key had been used. Corporal Paynter noted that they were notified after Town staff viewed the incident on camera. It was suggested that installing an alarm system may be advisable, depending on the contents stored in the facility.

d) **Humane Society Report**

No report

e) **Fire Company Report**

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

10. RECREATION CULTURE AND EVENTS

a) **Report**

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

Stratford Youth Centre & Council

- 85 registered members; limited late registrations reopening in January.
- Youth completed **4,551 volunteer hours** in 2025.
- Birthday party packages returning mid-February; Leadership members training as hosts.

March of the Elves

- Held December 18 at Andrews of Stratford (1–2 pm).
- 65 Grade 2 students participated; thanks, extended to Glen Stewart Primary staff and Andrews' Activity Director.

New Year's Levee

- Held January 1 at Town Hall with strong attendance.
- Live music by Flora & Matthew MacLaine; catering by Yvette Arsenault Catering, 4S Catering, and Boonoonoos PEI.

WinterFest

- Scheduled for February 15–16, 1–5 pm.
- Activities planned for youth and families.

Arts Advisory Ad-Hoc Committee

- December meeting focused on public art.
- Staff exploring potential installations for 2026.

Recreation Programs & Activities

- Winter tennis training ongoing.
- Pickleball fully subscribed (40 participants, four groups).
- Stratford Minor Baseball indoor training Tuesday evenings.
- Kid Hub continues after-school programs, exploring storm-day childcare.
- Skills & Drills hockey Saturdays at 7 am until end of March; thanks to Ross Burton.
- Active aging fitness classes (Mondays & Wednesdays).
- Taekwondo Fit class cancelled due to low enrollment.

- Three art programs running January–March 2026.
- Increased fitness centre attendance since January 1.

Winter Trail Grooming

- Grooming at Cotton Park and Fullerton’s Park; paved AT trails cleared.

Outdoor Rinks

- Pondsides Park rink open since January 2.
- Bunbury Park rink affected by warm weather; staff working to reopen for skating, hockey, and ringette.

11. FINANCE AND TECHNOLOGY**a) Report**

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

- Staff are working on Budget Files for 2026-27.
- Budget requests are open on the Town website for people to submit operating and capital budget requests.
- Department managers are meeting on a regular basis over the month of January to draft the Operating and Capital budgets to present to council for their review.
- Infrastructure, Recreation and Sustainability staff met to go over Casual Staff Budget for 2026-27.
- Council has approved the updated procedures for the Welcome Package available to new residents of Stratford.
- Stratford Utility bills are being processed. Ebill’s for meter customers are completed and bills that are mailed are being printed and will be going to Tremplon on January 13th. Due date for the bills will be February 17, 2025.
- Staff have been completing some professional training courses.
- Staff are busy with day-to-day items

b) Financial Statements

The statements were included in the agenda for council to review.

12. PLANNING DEVELOPMENT AND HERITAGE**a) Report**

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

b) Permit Summary

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

c) Resolution PH001-2026 - SD009-25 – R & D Builders – Major SD - Revision to Preliminary Approval

Moved by Councillor Ron Dowling
Seconded by Councillor Jody Jackson

WHEREAS Subdivision application SD009-25 from R & D Builders was granted preliminary subdivision approval for parcel number 289512 (approximately 11.3 acres in total area), located at the end of Hollis Avenue to create seven (7) lots within the Medium Density Residential (R2) with a Sustainable Subdivision (SS) Overlay Zone; and

WHEREAS in late 2025, Forest Trails Developments Inc, submitted a revised subdivision application in December 2025, that proposes to subdivide the subject land into 5 lots for the following purposes: 2 lots for Multi-unit Residential Development, 2 lots for Open Space, and 1 lot for the Hollis Road Extension; and

BE IT RESOLVED that the preliminary subdivision approval for SD009-25, originally granted by Resolution PH014-2025, be amended in accordance with the new proposed subdivision plan from Forest Trails Development Inc., submitted in December 2025, subject to the following conditions:

1. Conformance with the Overall Site Plan prepared by Mantha Land Surveys Inc., File Number 24-J-3, Drawing Number M-25-251, Dated November 2025. This condition replaces condition number 1 of Resolution PH014-2025.
2. A Vegetation Buffer, designed by a Landscaped Architect, be installed in Lot O-6, to screen the development of Lot 10 from the neighbouring properties.
3. That this Preliminary Subdivision approval shall be valid for a period of 3 years from the date of Council's approval on January 14, 2026. This condition replaces condition number 12 of Resolution PH014-2025
4. All other conditions attached to the Preliminary subdivision approval granted by Resolution PH014-2025 be adhered to.

This resolution bears the recommendation of the Planning, Development, and Heritage Committee as discussed at a meeting held on January 5, 2026.

CARRIED (5-0)

Discussion:

Councillor Cox asked for clarification on the vegetation buffer requirements. Town Planner, Phil Rough, explained that the developer must install a professionally designed landscaped buffer around Lot 10, using a mix of trees and plantings similar to existing buffers on John Knox Way and Dewar. The buffer will expand and reinforce the current tree line, with final species and sizes determined by a landscape architect.

Councillor Dowling noted Council's ongoing interest in strengthening buffer zone requirements, especially as properties transition to higher densities. He stated that more definitive buffering standards should be included in the upcoming bylaw

and Official Plan reviews to better protect existing neighbourhoods and enhance the Town's long-term tree inventory and environmental benefits.

Councillor Cox added that the Sustainability Committee strongly supports clearer, more enforceable bylaw language, noting that Stratford's current bylaws rely heavily on soft, non-mandatory wording. He emphasized the need for firm, directive requirements for developers.

Mayor Ogden agreed, highlighting the difference between policy language in the Official Plan and enforceable requirements in the Zoning and Development Bylaw. He stressed the need for strong standards balanced with flexibility for differing site conditions and noted the importance of increasing tree cover given future severe weather impacts.

Councillor Jackson added that the developer's revised concept appeared positive and that the existing mature vegetation in the area should be protected where possible. He supported enhancing the current buffer without imposing unreasonable requirements.

In response to a question from Councillor Dowling, Mr. Rough confirmed that the buffer zone is now clearly shown on the survey plans and that future development will be outside the watershed buffer, which includes a wetland. He also noted that the proposal has been significantly revised to better align with the surrounding neighbourhood. Once the subdivision is approved, further development within the R2 zone will proceed as a permitted use at the staff level and will not return to Council.

13. INFRASTRUCTURE

a) Report

- Staff continued coordinating with consultants on tender packages for:
 - Ducks Landing Multi-Use Pathway
 - Harbourview Drive Sewer Redirection
 - Reeves Estates Watermain Distribution Replacement
 - Zakem Sewer Lift Station Upgrades
- Cured-in-place sewer lining on Heron Drive scheduled for later this month; residents will be notified about temporary service restrictions.
- Both MSC applications under the Canada Community Building Fund were denied (Zakem Sewer Lift Station Upgrades and Cable Heights Water Station Upgrades).
 - These projects are deferred until alternative funding is secured.

Ongoing Infrastructure Staff Activities

- Winter trail maintenance and grooming.
- Snow clearing and salting of walkways and parking lots.
- Installation of rink liners and rink flooding.
- Maintenance of exterior Christmas displays; removal of all holiday décor after the season.
- Management of the sump pump redirection program (lower participation than expected).
- Development of 2026 asphalt resurfacing list for the Department of Transportation.
- Budget forecasting and planning for fiscal year 2026.
- Completion of 4th-quarter water meter reads.
- Watermain flushing completed.
- Ongoing water/sewer inspections, meter installations, and water turn-ons for new developments.
- Routine inspection and maintenance of water and sewer systems and facilities.
- Response to ongoing customer and resident inquiries.

Incidents – December

- No water, sewer, or facility emergencies.
- Two sewer lateral blockages investigated:
 - Saints Crescent – issue on customer’s side; repair required by homeowner.
 - Nightingale – issue on utility side; to be repaired by the utility.

Discussion:

Deputy Mayor Gallant asked how road maintenance requests are processed and how councillors should handle complaints from residents. Staff explained that each year the Department of Transportation asks the Town to identify streets requiring resurfacing. The Town’s Public Works staff conduct inspections and provide a prioritized list to the province. While not all identified sections are completed each year, approximately 6.5 kilometers have been flagged for potential work this season. Councillors were encouraged to forward any concerns they receive so staff can verify whether the area is already on the list or needs to be added. It was noted that assessments are made Town-wide rather than by ward.

Councillor Jackson asked about the status of the Town’s unsuccessful funding applications for the Zakem Lift Station and Cable Heights upgrades, and whether any reasons were provided. Staff explained that both applications were submitted under the Municipal Servicing Component of the Canada Community Building Fund. They had expected at least one project to be approved, so the denial was disappointing. The province oversees the review committee, and

although staff have raised the issue with Ministers Burridge and Redmond, no further details have been provided. The Town has been advised that it may reapply in March.

Councillor Jackson also requested an update on the Reeves Estates project. Staff reported that the application submitted through the CHIF program remains under review, but no decisions have been communicated. The project is considered a high priority due to the age and condition of the existing system, and if funding is not secured, the Town may need to consider completing the work in phases to begin addressing the issue as soon as possible.

Mayor Ogden noted the importance of ensuring that decision-makers fully understand the implications of delaying the Reeves Estates water system upgrade. He emphasized that while the existing system currently provides safe drinking water, the infrastructure, installed in 1977, no longer meets modern standards, particularly regarding pipe sizes and fire hydrant coverage. Staff reiterated that although the fire department can still service the area, the system does not align with today's expectations for hydrant placement or capacity.

Councillor Jackson asked whether potential future development near the Reeves area could help strengthen the Town's case for funding. Staff confirmed that the CHIF application did include the proposed Hollis extension development, as the program prioritizes projects that support new housing. However, no updates have been received, and the application remains under review.

Councillor Jackson stressed that the Reeves system must remain a high priority for the Town and may require alternative financing or a phased approach if external funding cannot be secured.

Staff noted that Council has already approved funding for the project design, which is nearly ready for tender once funding is in place. Further discussion is expected during upcoming capital budget planning.

14. COMMITTEE OF THE WHOLE

Nil.

15. SUSTAINABILITY

a) Report

Councillor Chandler provided the Sustainability report. She thanked Councillor Cox for chairing the recent committee meeting in her absence. She reported that dark-sky-compliant lighting is being installed at the Community Campus ballfield, with Phase 2 testing to follow. If

approved, Stratford will be only the second jurisdiction in Canada to use this technology.

She announced that the Town received **\$70,000** through FCM's *Greening Canada's Community Canopies* program for 2026 tree planting, supporting approximately 100 large trees and 2,000 seedlings, the Town's second-largest tree-planting contribution to date. The Town also received pre-approval to apply for funding to develop a tree bylaw, including hiring a consultant for engagement and drafting. Until a bylaw is in place, the Town can only encourage not require tree conservation. The 2026 Residential Tree Planting Program is now open, with 50 trees to be planted this spring.

Regarding Think Stratford, Councillor Chandler highlighted efforts to strengthen relationships with local businesses. Councillors will deliver information packages promoting two upcoming events: the Stratford Business Community Mixer on **January 27** and the business community planning meeting on **February 19**. Route assignments and letters were distributed to councillors.

She noted that the Town's annual business survey will open shortly, and the committee supports continuing the Think Stratford radio campaign for another year. She concluded by noting that the Diversity and Inclusion Subcommittee met in December, with updates previously provided to Council.

b) **Transit Report**

Councillor Chandler reported that December transit ridership was among the lowest in recent years. While not a cause for alarm, she noted it may reflect broader trends such as reduced immigration, slower population growth, and changes in post-secondary enrollment.

CAO Crosby added that declines are being seen across Canada and that the Town's transit provider and Charlottetown staff are reviewing the issue. Early indications suggest factors such as reduced population growth, lower fuel prices, and increased private vehicle use may be contributing. He noted ridership may improve as more government offices reopen, and workers return downtown.

Councillor Chandler reiterated that transit use has been recovering since the pandemic but remains below previous levels, and detailed rider demographic data is needed to better understand the decline.

Councillor Jackson added that fluctuations are expected with route changes and other external factors, and that short-term decreases are not a major concern as long as service quality remains strong.

16. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITYa) **Report**

The Intergovernmental Affairs & Accountability Committee will meet later in January for their first meeting of 2026. Staff have remained busy with regular meetings and discussions with our MLA's and MP, and other partners, while enjoying some time off during the recent holiday season.

17. INQUIRIES BY MEMBERS OF COUNCIL

No inquires were declared.

18. OTHER COMMITTEESa) **Stratford Seniors Complex**

- Staff took down Christmas decorations at the complex.
- Repairs were done to light fixtures in the complex.
- 2026 Budget has been approved by council and submitted to CMHC.
- There will be a vacant unit in the building as of February 1, 2026.
- New rent payment system was implemented to allow residents to pay their rent electronically.
- Staff and the Management Committee are reviewing the Management Committee Policy for potential updates.
- There are currently 34 people on the waiting list.

Discussion:

Mayor Ogden asked whether information could be provided at a future meeting regarding other social housing developments within the Town. He noted that this would be helpful for residents seeking affordable housing options, particularly those on the provincial housing waitlist who may qualify for rental assistance.

19. APPOINTMENTS TO THE COMMITTEES

Nil.

20. PROCLAMATIONS

Nil

21. OTHER BUSINESS

Councillor Cox took a moment to say his condolences to those from the community who have passed away in 2025.

22. ADJOURNMENT

Mayor Ogden adjourned the meeting at 6:03 PM

Steve Ogden, Mayor

Jeremy Crosby, CAO

Neala Smallman Recording Clerk

Approved on: 02/11/2026