

**REGULAR COUNCIL  
REGULAR MONTHLY MEETING  
APPROVED MINUTES**

**DATE:**               **March 18, 2026**  
**TIME:**               **04:30 P.m.**  
**PLACE:**              **Council Chambers**

**PRESENT:**            Jill Chandler, Councillor                               Jody Jackson, Councillor  
                          Gordie Cox, Councillor                               Ron Dowling, Councillor  
                          Deputy Mayor Steve Gallant

**REGRETS:**           Jeff MacDonald, Councillor

**STAFF**                Jeremy Pierce, Acting CAO  
**PRESENT:**           Kim O’Connell, Director of Finance & Technology  
                          Jeannie Woodard, Director of Infrastructure  
                          Phil Rough, Town Planner,  
                          Sarah Kennedy, Development Officer (arrived at 5:01 PM)  
                          Neala Smallman, Recording Clerk

**GUESTS:**            Anthony Dowling, Constable

**CHAIR:**              Steve Ogden, Mayor

**1.     CALL TO ORDER**

We acknowledge the land upon which we gather is the unceded territory of the Mi’kmaq, and we pay our respects to the Indigenous Mi’kmaq People of this territory past, present, and future.

Mayor Ogden called the meeting to order at 4:30 PM

Mayor Ogden opened the meeting by expressing condolences on the passing of CAO Jeremy Crosby. He noted the profound loss felt by staff, Council, and the broader community, highlighting Mr. Crosby’s lasting contributions and significant impact on the Town and the Island.

The Mayor announced that Deputy CAO Jeremy Pierce will serve as Interim CAO. A spreadsheet outlining all projects previously led by Mr. Crosby has been prepared, and directors will collectively manage these files during the transition. A formal process regarding the permanent role will begin later in the year.

The Mayor reaffirmed support for staff during this period and again extended condolences to Mr. Crosby’s family, friends, and colleagues. Members of the

public were advised to contact the main reception to be directed to the appropriate staff member during the transition.

**2. DECLARATION OF CONFLICT OF INTEREST**

No conflict of interest was declared.

**3. APPROVAL OF AGENDA**

Moved by Councillor Jackson, seconded by Councillor Chandler that the agenda be approved as circulated.

**4. MINUTES**

**Regular Monthly Meeting Minutes**

It was moved by deputy mayor Gallant and seconded by Councillor Cox that the minutes be approved as circulated.

**5. BUSINESS ARISING FROM THE MINUTES**

No business arose from the minutes.

**6. PRESENTATIONS FROM THE FLOOR**

No presentations

**7. MAYOR'S REPORT**

Feb 11 – Chaired monthly Council meeting

Feb 12 – Chaired FPEIM Policy Committee meeting

- Participated in Special Committee of the Whole Council (COWC) meeting to develop 2026/27 Town Budget

Feb 14 – Attended Asian Celebration of Lunar New Year

Feb 18 – Special COWC Budget meeting

Feb 19 - Interviewed by Consultants for new Strategic plan for Crossroads Fire Company

- Participated in a meeting with Provincial Government, other municipalities and service organizations regarding an accessible taxi service for the region

Feb 21 – Participated in Asian Spring Festival

Feb 25 – Chaired monthly Committee of the Whole Council meeting

Feb 26 – Participated in a meeting with Staff and Canoe Insurance representatives

Feb 27 – Participated in a meeting of PEI Connectors hosted in Stratford

March 2 – Participated in a Planning Board meeting

March 5 – Met with Chief Supt. Kevin Lewis, RCMP Commanding Officer on PEI

- Participated in a review of the 2026/27 Draft Town Budget before release to the public

March 7 - lost friend and leader Jeremy Crosby

*No discussion took place.*

**8. CHIEF ADMINISTRATIVE OFFICER**

On behalf of Jeremy Crosby, Jeremy Pierce gave an overview of his report.

Jeremy Pierce began by acknowledging the significant loss felt throughout the organization following the passing of CAO Jeremy Crosby. He noted that the team has been deeply affected, and that support was provided to staff in the days following the accident. He emphasized Jeremy's strong leadership and lasting impact on staff, Council, and the community.

Mr. Pierce reported that February and March were busy months for the CAO's office, with major work focused on operational and capital utility budgets, led in coordination with the Director of Finance. He also noted numerous departmental, community, and business meetings, including the Stratford Business Mixer. He advised that the transition period will be challenging, but staff are committed to moving forward together. A comprehensive list of approximately 60 projects previously led by Mr. Crosby has been compiled, and the team has met with legal counsel to ensure continuity. He stated that a clear path forward has been established, and that staff will continue to work collaboratively to maintain progress.

### **Report**

Mayor and Council, please see the following meetings and the business attended to in the month of February:

- Attended and actively participated in multiple operational, capital, and utility budget meetings with Council and Department Heads.
- Chaired the biweekly Department Head meetings to coordinate Town and Utility projects, advance corporate initiatives, and address day-to-day operational issues.
- Attended the Stratford Business Community Business Mixer. It was a great opportunity to meet with local business owners to hear what is working well and how the Town can support existing businesses and help attract new ones.
- Met with the Cross Roads Fire Company, along with the Mayor and Chair of the Safety Services Committee, to discuss the 2026 budget increase and funding for their new fire apparatus (ladder truck)
- I attended several meetings regarding the new waterfront pavilion project.
- Attended the annual PEI Road Builders reception and evening gala with the Deputy Mayor, providing an opportunity to connect with industry representatives and partners.
- Attended a meeting with Planning and Infrastructure staff to review and discuss the subdivision of land in un-serviced areas.
- I attended and participated in the monthly Town Council meeting.
- I met with the CAO department staff to review their performance evaluations and work plans for the upcoming year.
- Participated in an interview with the consultant developing a new Fire Master Plan for the Cross Roads Fire Company.
- Attended the monthly Charlottetown and Area Development Corporation meeting.
- Chaired the monthly staff meeting.
- Attended a meeting with Finance staff and the Human Resources Manager/Coordinator to review requirements under the Prince Edward Island Employment Act and confirm compliance with the Act and related regulations.
- I attended and participated in the monthly committee of the whole meeting.
- Presented at and participated in the Prince Edward Island Connectors Networking Session, engaging with attendees on community and economic development initiatives.

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.

## 9. SAFETY SERVICES

### a) Report

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

#### Discussion:

Councillor Dowling noted the ongoing issue regarding the Horton Park bus stop shelter and requested that Director Woodard provide an update. The matter has been raised multiple times, with Deputy Mayor Gallant advocating for the shelter's replacement.

Acting CAO, Jeremy Pierce reported that the Horton Park shelter was damaged in an accident and no spare shelters were available. Charlottetown and Cornwall had new shelters on order, and one from Cornwall, not needed until later in the summer, has been secured and is expected to arrive shortly. Once received, staff will work with a local contractor to install it, with the issue expected to be resolved within the next couple of weeks.

### b) Street Light Report

Councillor Dowling reported that ten new streetlights were placed on Goldsmith Avenue as part of a new subdivision.

### c) RCMP Report

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

Constable Dowling presented the February statistics and offered condolences to Council and the family of Jeremy Crosby.

RCMP responded to **342 occurrences**, slightly higher than February 2025 and January 2026. **237** of these were traffic-related (over 71%), with **86 tickets** and **118 warnings** issued. There were **six impaired driving files**, resulting in one impaired charge, one refusal charge, and one ongoing cannabis-related investigation.

Police handled **eight theft files**, five involving fuel-theft at gas stations; the remaining were unfounded. Members completed **46 STEP enforcement operations** around school zones, Bunbury Road, and Glen Stewart Drive. Officers also delivered a safety presentation at a local business.

Constable Dowling concluded by taking questions from Council.

Councillor Cox commented on the volume of monthly RCMP occurrences, noting it averages more than ten incidents per day. The Councillor expressed

appreciation for the RCMP's proactive presence, particularly on St. Patrick's Day, observing an officer monitoring traffic near the Burger King area. They emphasized that while reactive policing is often visible to the public, much of the proactive work carried out by officers goes unnoticed and is greatly appreciated.

Constable Dowling noted that the RCMP continues to encourage proactive enforcement when members are not occupied with administrative duties. Additional patrols have been focused around the Burger King area due to issues arising from the new cul-de-sac and illegal U-turns. He stated that a significant portion of recent warnings were issued in response to these violations.

Constable Dowling advised that the fine for an illegal U-turn is approximately \$200 plus a \$50 surcharge. He added that officers often use discretion, noting that issuing warnings can provide positive interactions with residents, particularly when drivers are properly licensed, insured, registered, and have no criminal history. He also mentioned that some drivers were unaware of the new restrictions, and visibility challenges following a snowstorm temporarily obscured signage in the area.

Councillor Chandler noted that during the recent business mixer, several members of the business community expressed interest in having subject-matter experts such as the RCMP host safety-related information sessions. It was suggested that these sessions could strengthen the relationship between local businesses and the RCMP and provide valuable guidance on relevant topics.

Constable Dowling added that similar community sessions have been offered elsewhere, noting that Constable Tim Keizer of Charlottetown Police recently held a public information session on fraud. He explained that fraud schemes are increasingly affecting people of all ages, not only seniors, due to the evolving nature of online and phone-based scams. He noted that Constable Keizer is continuing this work through Queens/Cornwall, and a similar session could be offered in Stratford in the future.

Councillor Dowling echoed earlier condolences regarding the passing of former CAO Jeremy Crosby, extending sympathies to his family, friends, colleagues, Council, and the residents of Stratford. He noted that Jeremy exemplified collaborative leadership and played a key role in shaping a strong workplace culture that will endure long into the future.

Councillor Dowling expressed hope that there will be opportunities to formally recognize Jeremy's contributions and legacy. He described Jeremy as a well-liked and respected individual whose advice was always thoughtful, well-researched, and grounded in what he believed was in Stratford's best interest. He concluded by stating that Jeremy will be deeply missed.

d) **Humane Society Report**

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

e) **Fire Company Report**

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

**10. RECREATION CULTURE AND EVENTS**

a) **Recreation, Culture & Events Department Update**

The Recreation, Culture & Events Committee meeting was rescheduled to March 10, with agenda items including budgets, the Community Campus, programs, and spring planning.

**Stratford Youth Centre & Council**

- The Youth Centre participated in Bowl for Kids' Sake with 20 participants, raising \$1,500.
- March Break programming includes extended drop-in hours and themed activities.
- The Leadership Club's Annual Walkathon will take place April 10–11.

**WinterFest**

- The Youth Centre supported WinterFest with approximately 70 youth volunteers.
- Positive attendance and feedback were received. Staff plan to continue the Indoor Fun Fair as a fundraiser and explore expanding WinterFest in future years.

**Fairy Trail & Public Art**

- Artist contracts for the Fairy Trail are confirmed, with work planned for spring and summer 2026.
- The Mural Project RFP closed with 23 submissions under review.

**Instructor in Residence**

- Samantha Sambrooke delivered yoga programs at Glen Stewart Primary from January to March.

**Canada Day & PRIDE in the Park**

- Planning and coordination for both events are underway.

**Recreation Programs**

- Winter tennis training, pickleball (40 participants across four groups), and indoor training for minor baseball, softball, and soccer are ongoing.

**Fitness Area Usage**

- February saw strong fitness area use, averaging 160 users per day—its highest level to date. Increased use is due to several community groups accessing the facility.

**Outdoor Rinks**

- Outdoor rinks at Bunbury and Pondsides Park have closed for the season due to warmer weather. Despite fluctuating conditions, both rinks saw strong community use when temperatures allowed.

**Discussion:**

Councillor Cox reflected on the loss of Jeremy Crosby, noting that the grief remains difficult to process. He expressed that Jeremy will be deeply missed,

remembering him as a truly wonderful person whose absence will be strongly felt. Councillor Cox added that, for him, the council chamber will always feel as though an empty chair belongs to Jeremy.

Acting CAO, Jeremy Pierce noted an additional update not included in the Recreation report. The RFP for the architectural design of the Wellness Centre on the Community Campus will close March 19<sup>th</sup> at 2:00 p.m. This project has been underway since 2018, making the RFP closing an important milestone. Staff will review the submissions and bring a recommendation to Council in the near future.

## 11. **FINANCE AND TECHNOLOGY**

- a) Councillor Jackson expressed condolences on the passing of Jeremy Crosby, describing his loss as profound. He noted that Jeremy possessed exceptional knowledge and instincts, consistently offering well-considered advice that reflected what he believed was best for the Town, staff, and community. While there were times of differing opinions, Jeremy's guidance was always valued. The Councillor echoed hopes that Jeremy's significant contributions will be recognized in the future and extended support to staff and Jeremy's family during this difficult time.

### **Report**

The following is an overview of projects and items being worked on within the Finance Department.

- Staff are working on Budget Files for 2026-27.
- Department managers and council met over the month of February to finalize draft budgets of the Operating and Capital budgets to present to residents on March 5th for their review.
- Draft budget meeting for the residents is March 5, 2026, at 6:30pm.
- Planning, Infrastructure and Finance staff met to review rezoning applications to ensure that information regarding change in density for a lot is passed on to Infrastructure and Finance to ensure proper billing.
- Kim and Crystal met with Fire Department to review financial information.
- Attended training session on Microsoft teams.
- Finance Staff attended meeting with Neala to get guidance on records management with the new computerized system.
- Performance reviews were completed for the department.
- Attended meeting with Canoe procurement and FPEIM on Group insurance offered by Canoe.
- ICIP claims have been submitted to Province.
- Recreation and Finance staff are reviewing financial information for the Community Campus.
- Staff are busy with day-to-day items.

### **Discussion**

Councillor Dowling congratulated staff on their work preparing the budget, noting the complexity of the task and expressing appreciation for the leadership of the Director of Finance. Councillor Dowling asked about the next

steps and timeline for public consultation, Council review, and budget finalization.

Staff responded that the budget is expected to be passed at a special Council meeting next week. The Finance Committee will meet tomorrow to review all budget components and provide a recommendation. A special Council meeting is planned for March 25 at 4:00 p.m. (Committee of the Whole). The results of the public consultation process have been distributed to Council, and survey results were circulated earlier in the day.

b) **Financial Statements**

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

**12. PLANNING DEVELOPMENT AND HERITAGE**

a) **Report**

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

b) **Permit Summary**

The summaries were included in the agenda package for council to review.

c) **Resolution-PH002-2026-DP005-26-Falcon Rentals-Lot 25-2-Shakespeare Dr-Cond. Use**

Committee

Planning & Heritage

Moved by Councillor

Ron Dowling

Seconded by Councillor

Jill Chandler

**WHEREAS** an application has been received from Falcon Rentals Inc. c/o Will Zafiris, for a Conditional Use to construct an 8-Unit Stacked Townhouse on lot 25-2 Shakespeare Drive being a portion of PID 1016377, within the Town Centre Mixed Use (TCMU) Zone.

**WHEREAS** pursuant to Section 11.3.3 of the Town of Stratford Zoning and Development Bylaw #45, prior to the issuance of a Development Permit for a Conditional Use, Council shall ensure that property owners that directly abut the subject property are notified in writing and asked to provide their comments.

**WHEREAS** on February 18, 2026, notification letters were sent via email to the abutting property owner seeking comments on the proposed Conditional Use. The deadline for comments was 12:00 pm (noon) on February 26, 2026.

**WHEREAS** One (1) letter in support of the Conditional Use was received before the deadline.

**BE IT RESOLVED** that an application received from Falcon Rentals Inc. c/o Will Zafiris, for a Conditional Use to construct an 8-Unit Stacked Townhouse on lot 25-2 Shakespeare Drive being a portion of PID 1016377, within the Town Centre Mixed Use (TCMU) Zone, in accordance with the following conditions:

1. The development shall be in accordance with the Site Plan prepared by Spitfire Architecture Design Co. sheet A0.1, flight no. 4664a, dated February 13, 2026.

2. That a Development Agreement be executed between the Town and the Applicant subject to such terms and conditions as Council deems necessary.
3. That a shared access/parking lot agreement be executed between the Property Owners of Lots 25-2, 25-3 and 25-4 and registered to each property.
4. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation and all capital contributions paid prior to the permit being issued.
5. That the existing sewer and water connections servicing Lot 25-4 be relocated within said property and that all work and inspections shall be coordinated with the Stratford Utility Corporation and the Property Owner of Lot 25-4.
6. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DTI.
7. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
8. That a post-development (as-built) grading plan must be submitted and approved by the Town of Stratford.
9. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

*This resolution bears the recommendation of the Planning & Heritage Committee as discussed at a meeting held on March 2, 2026.*

**CARRIED 5-0**

**Discussion:**

Sarah Kennedy, Development Officer, reviewed two related applications for Lots 25-2 and 25-3 on Shakespeare Drive, across from existing semi-detached homes. The proposal includes two eight-unit stacked townhouses with a one-way entrance from Shakespeare Drive, rear parking, and an exit via the church driveway. This layout reduces driveway access points, improves pedestrian safety, and screens parking from the street.

The development meets all site and lot standards. Although a conditional use, the proposal is less intensive than what the zone typically allows. Staff reviewed surrounding zones including Urban Core, Town Centre Institutional, and Town Centre Residential and found the proposal compatible with adjacent uses. No additional conditions were recommended.

Councillor Dowling asked staff to bring up the final item under Section C: Permitted Uses. He noted that this application is somewhat unusual because the proposed development is less intensive than what could typically be built as-of-right in this zone. He commented that, in this case, Council is considering a development that is arguably less intrusive than several of the permitted uses, which is the opposite of most conditional use situations. He requested that staff briefly outline some of the as-of-right permitted uses for the benefit of the public.

Ms. Kennedy advised that The Town Centre Mixed-Use Zone allows apartments on upper floors, with the first floor reserved for commercial uses such as retail, offices, or clinics. Conditional uses include single dwellings, stacked townhouses, or apartments without commercial space. The zone is intended to support commercial activity alongside higher-density residential development.

Councillor Cox referenced earlier meetings with nearby condo residents who had concerns about shading. The developer previously adjusted building designs to reduce shadow impacts. Regarding the current proposal, staff noted that the building is relatively short compared to those in the Urban Core shadow study and that shadows are not expected to extend across Shakespeare Drive. The maximum permitted height is 35 feet, while the developer is proposing a height of 29.8 feet.

Councillor Chandler raised concerns about vehicles crossing the active transportation (AT) trail, noting similar situations in town and some past issues with drivers mistakenly entering AT paths. Staff acknowledged incidents elsewhere but explained that, for this development, the driveway crossing the AT trail is **entry-only**, with vehicles exiting through the church access instead. Since the church has not experienced issues with vehicles entering the AT path, staff do not expect this development to increase such conflicts.

Councillor Chandler emphasized the general safety challenge for both drivers and pedestrians in these areas but had no further questions.

d) **Resolution-PH003-2026-DP006-26-Falcon Rentals-Lot 25-3-Shakespeare Dr-Cond. Use**

Committee	<u>Planning &amp; Heritage</u>
Moved by Councillor	Ron Dowling
Seconded by Deputy Mayor	Jill Chandler

**WHEREAS** an application has been received from Falcon Rentals Inc. c/o Will Zafiris, for a Conditional Use to construct an 8-Unit Stacked Townhouse on lot 25-3 Shakespeare Drive being a portion of PID 1016377, within the Town Centre Mixed Use (TCMU) Zone.

**WHEREAS** pursuant to Section 11.3.3 of the Town of Stratford Zoning and Development Bylaw #45, prior to the issuance of a Development Permit for a Conditional Use, Council shall ensure that property owners that directly abut the subject property are notified in writing and asked to provide their comments.

**WHEREAS** on February 18, 2026, notification letters were sent via email to the two (2) abutting property owners seeking comments on the proposed Conditional Use. The deadline for comments was 12:00 pm (noon) on February 26, 2026.

**WHEREAS** One (1) letter in support of the Conditional Use was received before the deadline.

**BE IT RESOLVED** that an application received from Falcon Rentals Inc. c/o Will Zafiris, for a Conditional Use to construct an 8-Unit Stacked Townhouse on lot 25-3 Shakespeare Drive being a portion of PID 1016377, within the Town Centre Mixed Use (TCMU) Zone.in accordance with the following conditions:

1. The development shall be in accordance with the Site Plan prepared by Spitfire Architecture Design Co. sheet A0.1, flight no. 4664a, dated February 13, 2026.
2. That a Development Agreement be executed between the Town and the Applicant subject to such terms and conditions as Council deems necessary.
3. That a shared access/parking lot agreement be executed between the Property Owners of Lots 25-2, 25-3 and 25-4 and registered to each property.
4. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation and all capital contributions paid prior to the permit being issued.
5. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DTI.
6. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
7. That a post-development (as-built) grading plan must be submitted and approved by the Town of Stratford.
8. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

*This resolution bears the recommendation of the Planning & Heritage Committee as discussed at a meeting held on March 2, 2026.*

**CARRIED 5-0**

e) **Resolution-PH004-2026-DP001-26-Waterfront Pavilion-Part 3 Building**

Committee	<u>Planning &amp; Heritage</u>
Moved by Councillor	Ron Dowling
Seconded by Councillor	Gordie Cox

**WHEREAS** An application has been received from the Town of Stratford to construct a Part 3 building being the Waterfront Pavilion, at 10 Stratford Road, located on a portion of PID 571414, zoned Waterfront Public Space (WPS); and **WHEREAS** the site plan demonstrates that the development meets lot requirements per subsection 16.4.7. of the Bylaw, shows surface parking for up to 24 vehicles, two of which are Barrier Free, in addition, there are 50+ on-street parking spaces in the area; and

**WHEREAS** the right-in/right-out access at the existing entrance to the utility buildings at 10 Stratford Road has been approved by the Department of Transportation.

**BE IT RESOLVED** that preliminary approval be granted to DP001-26 subject to the following conditions:

1. Conformance with the Stratford Waterfront Pavilion Preliminary Drawing Package prepared by APM MacLean, file no. C26201-C100-00, dated February 3, 2026.
2. That a development agreement shall be entered into and registered to the property.

3. A detailed stormwater management plan must be prepared by a qualified engineer and approved by both the Town of Stratford and DOTIE.
4. A detailed Erosion and Sedimentation plan must be prepared showing how erosion and sedimentation will be controlled and contained during construction.
5. A detailed landscaping plan must be prepared by a qualified professional outlining the details and quantities of the materials to be used.
6. A detailed servicing plan must be submitted for approval to the Stratford Utility Corporation.
7. All other relevant provisions of the Town of Stratford Zoning and Development Bylaw #45 are met.

*This resolution bears the recommendation of the Planning & Heritage Committee as discussed at a meeting held March 2, 2026.*

**CARRIED 5-0**

**Discussion:**

Ms. Kennedy presented updated preliminary drawings for the proposed pavilion, noting they are largely consistent with earlier concept plans. The pavilion would be accessed from Stratford Road via the existing driveway. Because it is a Part 3 institutional building, the application requires Council approval rather than approval by a development officer.

The proposal meets all lot requirements, includes 10 on-site parking spaces, and has room for 14 additional spaces if needed. Staff highlighted the significant availability of nearby parking, including over 50 on-street spaces on Michael Thomas and Shepherd Drive, a future 50-space lot on Shepherd Drive, and 110 overflow spaces available through an agreement with the CGI building. The area was designed to support pedestrian, cycling, and transit use, and higher bicycle parking standards apply.

The access design has been approved by the Department of Transportation for right-in/right-out movements, provided the driveway remains 20 feet wide. In response to a Planning Board request, staff illustrated several vehicle and pedestrian access scenarios. Due to the median on Stratford Road, vehicles approaching from certain directions may need to travel past the site and safely turn around to enter. Staff noted the importance of signage but emphasized that enforcement of illegal median crossings would fall to the RCMP.

Pedestrian access from off-site parking areas was reviewed, with staff strongly recommending the future addition of a sidewalk or pedestrian path along the missing link. Staff also advised that the temporary turnaround at the end of Michael Thomas is not intended for parking and should be signed accordingly to maintain access for emergency and snow removal vehicles.

Overflow event parking at the CGI site was also illustrated, and staff noted it offers good traffic flow. The final attachment highlighted existing sidewalk and trail infrastructure and identified where pedestrian connections should be improved as the area continues to develop.

Mayor Ogden acknowledged that the transformation of the area was largely driven by the work of Jeremy Crosby. He led discussions with the province to relocate the former wastewater treatment ponds and move from a planned on-site treatment unit to directing wastewater to Charlottetown. His leadership, negotiation skills, and strong relationships were credited with turning the area from a liability into a significant asset for the town.

Councillor Chandler asked whether the building’s location near the entrance was fixed. Ms. Kennedy confirmed that the placement is final. Councillor Chandler noted potential concerns about event growth, traffic and pedestrian flow, and access for service vehicles, given its proximity to the entrance. Ms. Kennedy explained that the building was intentionally positioned to preserve park green space and that shifting it deeper into the park would reduce usable open areas. Ms. Kennedy also noted that the driveway is expected to become a public road in the future, with Michael Thomas eventually curving into it, which would improve overall safety and circulation.

**13. INFRASTRUCTURE**

- a) **Report**  
 Deputy Mayor Gallant expressed heartfelt condolences regarding the passing of Jeremy Crosby, noting his significant impact on the town. He was remembered as a supportive colleague with an open-door approach, strong mediation skills, and a positive, welcoming presence. Deputy Mayor highlighted Mr. Crosby’s vision, leadership, and dedication to the community, as well as his role in mentoring future leaders. He emphasized that staff and council will deeply miss him and will continue to reflect on his guidance and contributions.

**14. COMMITTEE OF THE WHOLE**

- a) **Resolution-CW002-2026 – Funding for CRFD Ladder Truck Purchase**  

<u>Committee</u>	<u>Committee of the Whole</u>
Moved by Councillor	Steve Gallant
Seconded by Councillor	Gordie Cox

**WHEREAS** the Cross Roads Rural Community Fire Company provides fire protection services for the Town of Stratford; and  
**WHEREAS** the Crossroads Rural Community Fire Department (CRFD) has approached the Town of Stratford regarding the replacement of its ladder truck in consideration of the Town’s anticipated future development, noting that its current ladder truck has reached the end of its useful service life; and  
**WHEREAS** the CRFD has applied to the province for a low-interest loan and has requested financial assistance from the Town of Stratford to support the acquisition of a new ladder truck.  
**BE IT RESOLVED** that the Town of Stratford contribute **\$500,000** from funds received under the Town’s new Municipal Funding Agreement for the fiscal year **April 1, 2025, to March 31, 2026**. These funds were not included in the current fiscal year budget as the agreement was finalized after the budget had been approved; and

***BE IT FURTHER RESOLVED*** that the Town of Stratford contribute an additional **\$300,000** through the budget proposed for the fiscal year **April 1, 2026, to March 31, 2027.**

**CARRIED 5-0**

**Discussion:**

Councillor Dowling expressed appreciation, as Council’s representative on the Fire Company Board, for Council’s substantial contribution toward the new fire truck. He noted that the truck will primarily benefit Stratford as higher-density development continues and that the investment will support developers’ confidence in building appropriately within the Town Core. The contribution will also help reduce long-term financial pressure on the Fire Company, supporting stable rates and future planning for training and equipment. Councillor Dowling acknowledged the foundational work previously done by Councillor Jackson and commended the chief, deputy chief, and Fire Company for their efforts. It was noted that a fire truck has a lifespan of approximately 25 years, making this a significant and long-term investment in Stratford’s future.

Deputy Mayor Gallant noted that the province’s low-interest loan, combined with the Town’s financial contribution, was highlighted as a strong example of effective partnership. Recognition was given to Councillors Dowling and Jackson, along with Jeremy and staff, for their work in bringing the project to completion. It was emphasized that fire services, along with water, sewer, and policing, are essential community needs and come with significant costs.

b) **Resolution-CW003-2026 – Appointment of Acting Chief Administrative Officer**

Committee	<u>Committee of the Whole</u>
Moved by Deputy Mayor	Steve Gallant
Seconded by Councillor	Jody Jackson

***WHEREAS*** the Town of Stratford (the “Town”) recognizes the critical importance of continuous and effective administrative leadership to ensure the uninterrupted delivery of municipal services, the stewardship of public resources, and the implementation of Council’s strategic priorities; and

***WHEREAS*** the Town is mourning the sudden passing of its respected late Chief Administrative Officer, Jeremy Crosby, whose extraordinary contributions, dedicated service and leadership have left a lasting legacy in the organization and the community;

***WHEREAS*** Council extends its deepest condolences to the family, friends, colleagues, and community members who were impacted by Mr. Crosby’s passing; and

***WHEREAS*** Council wishes to ensure a stable and orderly administrative transition while a formal recruitment and selection process for a permanent Chief Administrative Officer is undertaken; and

***WHEREAS*** Deputy Chief Administrative Officer Jeremy Pierce possesses the knowledge, experience, and organizational familiarity required to provide

continuity of leadership and oversight of municipal administration during this transition period;

**BE IT RESOLVED** that Council of the Town of Stratford hereby: Appoints Jeremy Pierce as the Acting Chief Administrative Officer (Acting CAO) of the Town of Stratford, effective March 18,2026.

**BE IT FURTHER RESOLVED** that the Acting CAO shall serve until Council completes a formal recruitment and hiring process and appoints a new permanent Chief Administrative Officer, or until this appointment is otherwise rescinded by Council resolution.

**BE IT FURTHER RESOLVED** that Council confers upon the Acting CAO all responsibilities, authorities, and accountabilities customarily assigned to the Chief Administrative Officer under applicable municipal bylaws, policies, and Council directives, including but not limited to:

- Overall administration and management of Town operations and staff;
- Implementation of Council decisions, bylaws, and policies;
- Financial stewardship, risk management, and oversight consistent with approved budgets and applicable policies;
- Execution of contracts and documents as authorized and required; and
- Provision of timely advice and professional recommendations to Council.

**BE IT FURTHER RESOLVED** that the Acting CAO reports to Council and shall maintain regular communication with Council through the Mayor and established governance channels and authorizes the Acting CAO to delegate responsibilities to qualified staff as necessary to ensure operational continuity, subject to applicable bylaws, policies, and Council direction.

**CARRIED 5-0**

## 15. SUSTAINABILITY

### a) Report

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

Councillor Chandler expressed condolences on the passing of Jeremy Crosby, remembering him as a supportive leader with strong interpersonal skills who quietly unified and guided staff and council. His calm, non-judgmental approach and behind-the-scenes contributions were highlighted. Councillor Chandler thanked staff for supporting one another in the days following his passing and noted that continued understanding will be needed as people grieve. She emphasized Jeremy's most important roles within his family and encouraged the Town to carry on his work while remaining connected to and supportive of his loved ones.

Councillor Dowling asked for an update on earlier discussions about establishing a Town tree nursery to support rebuilding the tree canopy lost during post-Fiona restoration efforts. Staff reported that the sustainability coordinators are actively exploring potential sites, including the Fullerton's area, for a nursery where small, low-cost seedlings could be grown for future Town projects. Approximately 1,500 trees were planted in the community last year, many of them smaller specimens, and significant new plantings are planned through recent grant funding. Staff noted that trees lost through

projects such as the high school, wellness centre, and ball fields are expected to begin being replaced this summer.

b) **Transit Report**

Councillor Chandler reviewed the update on transit ridership, noting that a seasonal dip is expected and that ridership declines are occurring locally and nationally. Midday ridership remains low but is included in overall totals. Acting CAO Pierce noted that reduced student numbers at Holland College and UPEI have contributed to the decline.

Four new buses funded through a federal grant are expected to arrive in late April or early May. Staff are exploring route adjustments to better serve growing higher-density areas such as Irving Avenue, Hollis Avenue, and Reeves Estates. Marketing and promotion of the intra-community route were identified as areas needing improvement.

Mayor Ogden provided an update on a proposed accessible taxi service being developed with Charlottetown, Cornwall, and the province. The service aims to support residents with mobility challenges outside regular transit hours; the proposal is under review.

Council acknowledged rising transportation costs and emphasized continued support for transit providers. It was also noted that residents and businesses report ongoing challenges accessing reliable public transit for commuting, and improving overall service remains a priority.

**16. INTERGOVERNMENTAL AFFAIRS AND ACCOUNTABILITY**

a) **Report**

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

Council Chandler noted that the annual resident survey is now open. Residents are encouraged to complete the survey online, as the feedback is valued by both Council and staff and helps inform decisions and year-over-year comparisons. Councillors were asked to promote the survey to residents whenever possible.

**17. INQUIRIES BY MEMBERS OF COUNCIL**

- a) Councillor Cox raised concerns about the growing number of temporary signs around Stratford, noting that intersections such as Kinlock Road and Stratford Road often have a large concentration of signage, which residents have remarked looks unsightly. Staff noted that these signs are placed within the provincial right-of-way and fall under provincial jurisdiction. The Planning Department has been communicating with the province regarding this issue. Councillors Cox suggested that residents may also wish to contact their MLAs to help move the matter forward. Councillor Cox emphasized that the concern is not a criticism of Town staff, acknowledging that signs are often replaced as quickly as they are removed.

Councillor Cox also thanked Carter Livingston for his work producing the council meeting broadcasts.

Finally, appreciation was expressed for the grief-support professional who met with Council and staff following the passing of Jeremy Crosby. The councillor noted the value of his expertise, commended staff particularly Jeremy Pierce for arranging this support, and expressed gratitude for the care shown during a difficult time.

**18. OTHER COMMITTEES**

a) **Stratford Seniors Complex**

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

b) **Resolution-HR001-2026 Progressive Discipline Policy**

Committee	<u>HR Committee</u>
Moved by Councillor	Steve Gallant
Seconded by Councillor	Jody Jackson

**WHEREAS** Council recognizes the importance of clear, fair, and consistent employment practices; and;

**WHEREAS** a Progressive Discipline Policy establishes a structured framework for addressing employee performance and conduct issues in a manner that is constructive, transparent, and compliant with applicable employment legislation; and

**WHEREAS** the Chief Administrative Officer has presented a proposed Progressive Discipline Policy for Council’s review and consideration.

***BE IT RESOLVED THAT:***

1. Council hereby adopts the Progressive Discipline Policy dated February 25, 2026, attached.
2. The Chief Administrative Officer is authorized and directed to implement the policy and ensure it is incorporated into the Town’s Human Resources framework.
3. The Chief Administrative Officer shall ensure the policy is communicated to all employees and included in the Town’s policy registry and ensure the policy is implemented accordingly.

***This resolution bears the recommendation of the Human Resources Committee at a meeting held on February 25, 2026.***

***CARRIED 5-0***

c) **Human Resources**

**Resolution-HR002-2026 Repeal and Replacement of Policy Number 2007-HR-01 Employee Wellness Fund Policy**

Committee	<u>HR Committee</u>
Moved by Deputy Mayor	Steve Gallant
Seconded by Councillor	Gordie Cox

**WHEREAS** Council adopted Policy No. 2007-HR-01 “Employee Wellness Fund Policy” on June 13, 2007, revised January 9, 2008, and further revised August 13, 2014; and **WHEREAS** Council has reviewed the existing policy and determined that updates are required to reflect current operational practices, and best practices; and **WHEREAS** the revised policy has been presented to Council for review and consideration.

**BE IT RESOLVED THAT:**

1. Policy No. 2007-HR-01 titled “Employee Wellness Policy” is hereby repealed in its entirety effective March 11, 2026.
2. The attached new Policy No. HR002-2026 titled “Employee Active Wellness Reimbursement Policy,” is hereby adopted and shall replace the former policy.
3. The Chief Administrative Officer shall ensure the policy is communicated to all employees and included in the Town’s policy registry and ensure the revised policy is implemented accordingly.

*This resolution bears the recommendation of the Human Resources Committee at a meeting held on February 25, 2026.*

**CARRIED 5-0**

**Discussion:**

Council and staff discussed the employee wellness incentive program, which supports staff in maintaining their physical and mental well-being. The program encourages participation in activities such as gym memberships, yoga, Pilates, and other fitness options, acknowledging that many staff spend long periods seated or working at desks. It was noted that similar programs are offered in other municipalities as well as by the provincial and federal governments. Council emphasized that the program is an important way for the Town to support staff who contribute significantly to daily operations.

**19. APPOINTMENTS TO THE COMMITTEES**

Nil.

**20. PROCLAMATIONS**

Nil.

**21. OTHER BUSINESS**

Councillor Jackson announced his resignation as Councillor for Ward 3, effective immediately, and read a formal letter to Council. He expressed gratitude for the opportunity to serve and highlighted several projects he was proud to support, including the new ladder truck, installation of traffic cameras, and the development of the Clearview recreation park.

He closed by thanking Council and staff, noting that the decision was difficult, and expressing hope that his comments would be received respectfully.

Mayor Ogden thanked Councillor Jackson for his service, expressing appreciation for his contributions, thoughtful approach, and dedication. He noted that Councillor Jackson’s perspective and work have been valued and respected, and he wished him all the best going forward.

**22. ADJOURNMENT**

Mayor Ogden adjourned the meeting at 6:57 PM

