Monthly Council Meeting Agenda
June 20, 2022

Committee of the Whole

1. Call to order 4:30pm
2. Municipal Government Act Section 119 1 (a)
3. Municipal Government Act Section 119 1 (b)
4. Municipal Government Act Section 119 1 (a)
5. Municipal Government Act Section 119 1 (d)
6. Adjournment

Monthly Council meeting

1) Call to Order 6:30pm by Mayor Stewart
- a) Approval of the Agenda
- b) Any Conflict of Interest Declaration

2) Minutes
- a) Approval of the Monthly Council Meeting Minutes of May 16, 2022 and approval of the Special Council Meeting Minutes of May 24, 2022 and June 7, 2022

3) Presentations
- **a)** Johnathon Vickerson
- **b)** Henry Luyombya**,** Director Admin, Mental Health & Head-Atlantic Canada Office, Canadian Congress on Inclusive Diversity & Workplace Equity

4) Correspondence

5) Financial Services - Chair, Deputy Mayor Norma McColeman
- a) Report

6) HR/Legal Affairs, Culture Summerside & Policy & Bylaw Review Committee Chair, Councillor Carrie Adams
- a) HR & Legal Affairs Report
- b) Culture Summerside Report
- c) Policy and Bylaw Review Committee Report
- d) Resolutions
  - i) Resolution COS 22-087 A Bylaw to Amend the Elections Bylaw CS-1-D second reading
  - ii) Resolution COS 22-088 A Bylaw to Amend the Elections Bylaw CS-1-D second reading approval
  - iii) Resolution COS 22-089 A Bylaw to Amend the Elections Bylaw CS-1-D formal adoption
  - iv) Resolution COS 22-090 Unsightly Property Bylaw CS-11 second reading
  - v) Resolution COS 22-091 Unsightly Property Bylaw CS-11 second reading approval
  - vi) Resolution COS 22-092 Unsightly Property Bylaw CS-11 formal adoption
  - vii) Resolution COS 22-093 Vacant Building Bylaw CS-36 second reading

viii) Resolution COS 22-094 Vacant Building Bylaw CS-36 second reading approval
ix) Resolution COS 22-095 Vacant Building Bylaw CS-36 formal adoption

7) Community Services - Chair, Councillor Cory Snow
a) Report

8) Municipal Services - Chair, Councillor Bruce MacDougall
a) Report

9) Electric Services - Chair, Councillor Greg Campbell
a) Report

10) Technical Services - Chair, Councillor Justin Doiron
a) Report

11) Economic Development - Chair, Councillor Brian McFeely
a) Report

12) Police Services/Fire Emergency Planning - Chair, Councillor Barb Ramsay
a) Police Services Report
b) Fire Services Report

13) Adjournment

REPORTS & RESOLUTIONS

Monthly Report

Council Meeting Date:	June 20, 2022

Department/Committee:	Finance

Good evening to my colleagues on City Council and to the residents and businesses of the City of Summerside.

Tonight, my report will start with an update on the status of our utility accounts receivable. As of June 14, 2022, the following is being reported:

- Total overdue balance is $121,000 compared to $174,200 this time last year.
- Approximately 3.4% or $4,100 of the overdue balance is greater than 60 days past due (this compares to 1.6% or $2,839 in June 2021).

A few reminders to our utility customers:

1. A customer portal is available where you can review your account details, access your utility bills and make payments (by credit card or visa debit). Please see our website www.summerside.ca and click on my utilities in the top right-hand corner to access this portal. Or we can send you an invitation to create your account.

2. A budget billing program, which calculates a fixed monthly installment based on the prior twelve month period, is available for residential customers. The application form is available on our website.

3. The following convenient options are available for making payments on your utility accounts: pre-authorized payment through your bank account or credit card, electronic payment through your financial institution, by credit card or visa debit on our customer portal. If you have any questions regarding these options, please contact us at 902-432-1230 or email customerservice@summerside.ca.

Our year end audit is in progress and we are on target to meet our deadlines as set by the Government of PEI. In the next couple of weeks, we will be setting our annual meeting date, likely be held in early July. Our preliminary results are projecting a small surplus for 2021-22. We will report on 2022-23 year to date results when are first quarter numbers are available in July.

Thank you for the opportunity to present this report, and either myself or the CFO are available to take your questions.

Projection by Fund
As of March 31, 2022

	2021-22 Projection	2021-22 Budget
Revenue		
General Revenue	24,901,108	24,028,306
General Government	4,982	-
Summerside Raceway	339,334	340,000
Fire Services	54,500	2,400
Police Services	392,255	195,000
Economic Development	23,828	39,495
54/56 Central St	43,243	11,809
Culture Summerside	71,335	92,950
Community Services	1,587,709	1,819,682
Public Works	3,876	20,000
Total Revenue	27,422,170	26,549,641
Expenses		
Administration	145,059	159,804
Capital Projects	5,651,285	5,039,274
Community Services	5,424,128	5,235,846
Culture Summerside	667,488	572,339
Economic Development	574,968	650,966
54/56 Central St	43,243	11,809
Financial Services	4,481,036	4,551,808
Fire Services	797,675	816,894
General Government	679,144	691,081
Human Resources	258,722	272,412
Information Technology	145,430	153,627
Police Services	4,889,063	4,827,261
Public Works	2,841,854	2,746,016
Summerside Raceway	339,334	340,001
Technical Services	474,296	472,377
Total Expenses	27,412,725	26,541,516
Surplus/(Deficit) - General Fund	9,445	8,125
Utility Funds		
Revenue		
Electric Utility	24,220,457	23,708,022
ETS (Heat for Less Program)	73,247	162,500
Water Utility	2,340,772	2,335,216
Sewer Utility	3,972,383	4,031,653
Total Revenue - Utilities	30,606,859	30,237,391
Expenses		
Electric Utility	24,226,382	23,701,904
ETS (Heat for Less Program)	73,247	162,500
Water Utility	2,340,772	2,335,216
Sewer Utility	3,972,383	4,031,653
Total Expenses - Utilities	30,612,784	30,231,273
Operating Surplus/(Deficit) by Utility		
Electric Utility	(5,925)	6,118
ETS (Heat for Less Program)	-	-
Water Utility	-	-
Sewer Utility	-	-
Total Operating Surplus/(Deficit)	(5,925)	6,118
Total Surplus/(Deficit)	3,520	14,243

Capital Projections
As of March 31, 2022

	2021-22 Projection	2021-22 Budget
General Fund		
Administration	-	-
Financial Services	14,488	65,000
Information Technology	16,811	20,000
Human Resources	50,000	50,000
Fire Services	67,462	87,070
Police Services	154,847	116,000
Economic Development	118,795	250,000
Culture Summerside	463,862	15,640
Community Services	1,399,663	1,302,210
Technical Services	3,131,540	2,894,688
Public Works	233,817	238,666
Total Funded by Current Year Operations	5,651,285	5,039,274
Less Government Funding (included in General Revenue)	(1,622,781)	(1,539,293)
Net Funded by Current Year Operations	4,028,504	3,499,981
Fire Services	14,511	200,000
Economic Development	1,687,342	6,066,000
Community Services	1,382,710	1,600,000
Technical Services	842,556	1,846,534
Total Funded by Debt Financing	3,927,119	9,712,534
Utility Funds		
Electric	5,005,915	9,752,590
Water	2,400,860	2,403,362
Sewer	1,112,848	1,939,693
Total Funded by Debt Financing	8,519,622	14,095,645
Total Capital Expenditures	18,098,026	28,847,453

Monthly Report

Council Meeting Date:	June 20, 2022

Department/Committee:	HR & Legal Affairs

- The Joint Occupational Health and Safety Committee as well as department sub-committees continue to meet on a regular basis
- The department provided support at various meetings this month
- Health and wellness programs for staff are continuing throughout spring and summer with 52 staff signed up for the most recent initiative
- Job postings are currently open for a part time/ seasonal Bylaw Enforcement Officer
- Competitions are continuing for a GIS/CAD Foreman
- First aid, CPR and AED training continues to be held for staff
- Summer staff have been hired for Culture Summerside
- Summer student funding has been received through Skills PEI for 2 positions and Jobs for Youth of 2 positions

Monthly Report

Council Meeting Date:	June 20th, 2022
Department/Committee:	Culture Summerside

- The Three Oaks Senior High School Graduation Art Exhibit opened at the Lefurgey Cultural Centre on June 3rd and runs until June 28th. This is the 14th year of the partnership between Culture Summerside and TOSH in presenting the show.

- Summer students have begun their training as museum interpretative guides and front-line workers. The tourist season is well underway and is already busier than the last couple of years.

- The Olde Fashioned Carnival is happening on Friday, June 24th from 4 pm to 7 pm. The carnival has become an important community celebration which many families look forward to. This is the olde fashioned carnivals first year back since the onset of COVID. Culture Summerside is happy to be able to offer this event again to the community.

- The Summerside Lobster Carnival Program (July 5-9) is set. Culture Summerside has the ongoing task of marketing, organizing parade details, finalizing, implementing, and reaching out to community for volunteers, parade entries, and building of excitement. Details can be found at summersidelobetercarnival.ca

- On July 18th, 19th and 20th Wyatt Heritage Properties Inc will deliver an exciting line up for the 2022 Summerside Arts Festival in Summerside. The festival will encompass many art and artisan demonstrations, live music, a drive thru art exhibit, gallery visits, painting, basket making and workshops, the installation of sculptural master pieces and much more.

  In 2022 Wyatt Heritage Properties Inc. continues to challenge the community on the topic of consumption and encouraged artists to consider the potential of recycled materials as a medium in the creation of new work. Festival goers will need to “Refresh” to see our artistic communities most up to date uses of everyday materials. The Refresh project will feature sculptural works at a scale larger than 5 feet tall and 2 feet wide. Artists need to barter and trade for their materials; aside from adhesives no new materials are allowed to be purchased. This art project is inspired by the City of Summerside’s continued commitment to lessening its impact on the environment.

- The Summerside Armory renovation project is coming to a close. An official opening of the Summerside Interpretive Centre and PEI Fox Museum is scheduled for June 29th at 6:30 pm.

Monthly Report

Council Meeting Date:	June 20th, 2022
Department/Committee:	Bylaw, Policy and Review Committee

Good evening Mayor and all members of Council, and residents of Summerside.

I would like to bring everyone up to date on the latest efforts of the BPR Committee.

This evening, we will be conducting second reading of proposed changes to the City's Elections Bylaw. The amended bylaw incorporates various changes identified by Elections PEI to make the City's Elections Bylaw fully consistent with the other large municipalities, as well as the new regulatory amendments.

As Council is aware, BPR Committee has been working on proposed revisions to the Unsightly Premises bylaw. The goal is to strengthen the definition of what constitutes an unsightly or dilapidated property, as well as to propose some options for addressing properties that have been vacant for an extended period of time. The Committee has completed its work on this and presented this revised bylaw and a new Vacant Properties bylaw at the May committee meetings of Council.

Tonight, we will also be conducting second reading of these new bylaws. If they are adopted by Council, they will both take effect following tonight's meeting of Council.

Finally, BPR Committee will look at the process to issue mobile sales establishment licenses in situations where the applicant may only be operating for a short period of time. Most licenses are issued for a full summer season, but we will assess whether in future, allowances may be made for applicants who are planning to operate for part of the season.

This concludes my report for the month of June. I or the CAO would be pleased to answer any questions you may have.

City of Summerside
Prince Edward Island

Resolution
COS 21-087

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Whereas	amendments are required to the CS-1 Elections Bylaw
And Whereas	CS-1-D A Bylaw to Amend Elections Bylaw was read and formally approved a first time at the May 16, 2022 Council meeting
Be it resolved	that CS-1-D A Bylaw to Amend the Elections Bylaw be read a second time

Schedule A
(CS-1-D attached)

CORPORATION OF THE CITY OF SUMMERSIDE

BYLAW NAME: **A BYLAW TO AMEND THE ELECTIONS BYLAW**
BYLAW #: **# CS-1-D**

BE IT ENACTED by the Council of the City of Summerside as follows:

PART I – INTERPRETATION AND APPLICATION

1. **Title**
   - **1.1.** This bylaw shall be known and cited as the "Bylaw to Amend the Elections Bylaw."

2. **Purpose**
   - **2.1.** The purpose of this bylaw is to ensure the City's Election Bylaw remains consistent with recent regulatory amendments.

3. **Authority**
   - **3.1.** This bylaw is adopted pursuant to the *Municipal Government Act*, RSPEI 1988, c M-12.1, and applicable regulations.

4. **Definitions**
   - **4.1.** In this bylaw, any word and term that is defined in the *Municipal Government Act* or the City of Summerside Elections Bylaw CS-2 has the same meaning as in that Act, regulation, or bylaw.

PART II – AMENDMENT

5. **Section 9 – List of Electors is repealed and replaced by the following:**

Section 9 – Appointment of Municipal Electoral Officer / List of Electors

9.1. Council shall by resolution, on or before the second Monday in May of each election year and at such other times as required, appoint the Chief Electoral Officer of Prince Edward Island as the Municipal Electoral Officer, and the Deputy Chief Electoral Officer of Prince Edward Island as the Deputy Municipal Electoral Officer, to be responsible for the administration of the election.

9.2. Subject to the Act, and beginning 7 November 2022, the City of Summerside shall hold a general municipal election every fourth year on the first Monday in November.

9.3. The Municipal Electoral Officer shall establish and maintain an electronic system for voter registration and shall maintain the system in accordance with the Act and applicable regulations.

9.4. The personal information of an elector that is collected or obtained for the purpose of an election shall be used only for the purpose for which it was collected or obtained.

6. Section 19 – Advance Polls is amended by adding the following after subsection 19.2:

19.3. In addition to the times set out in this section 19, the Municipal Electoral Officer may designate such other times to hold advance polling as in his or her opinion are necessary or convenient.

7. Section 20 – Mobile Polling Stations is amended by the following:

7.1. Within subsection 20.1, by deleting paragraph 20.1(e);

7.2. Within subsection 20.2, by deleting the numerals "19.1" and replacing them with the numerals "19.2".

7.3. After subsection 20.2, by adding in the following subsection:

20.2.1 Despite subsection 20.2, voting at the Prince County Hospital Mobile Poll shall be conducted on Election Day between the hours of 9:00am and 1:00pm.

7.4. Within paragraph 20.4(c), by the deletion of the words "section 50" and the substitution of the words "subsection 50(1)".

8. Section 22 – Mail-In Ballots is amended by the following:

8.1. Within subsection 22.1, by deleting paragraphs 22.1(c), (e), (l), and (n).

9. Section 23 – Administration is amended by the following:

9.1. Section 23.3 is repealed and replaced by the following:

23.3. The Municipal Electoral Officer shall, immediately before the opening of the polling stations, provide a list of the names of persons who applied for and were issued mail-in ballots to the poll clerk at each polling station.

10. Section 24 – Members of the Canadian Forces is repealed.

11. Section 25 – Qualification is amended by the following:

11.1. Within subsection 25.1, by deleting "11:59am" and substituting "6:00pm".

12. Section 26 – Application for Mail-In Ballot is amended by the following:

12.1. By deleting the section number "25.2" and renumbering it "26.2".

13. Section 30 – Incarcerated Persons is amended by the following:

13.1. Within subsection 30.4, by deleting "11:59am" and substituting "6:00pm".

14. Section 32 – Coordinating Officer is repealed.

15. Section 35 – Envelopes is amended by the following:

15.1. Within paragraph 35.5(a), with the deletion of the words "Returning Officer" and substituting the words "Municipal Electoral Officer".
15.2. Within paragraph 35.5(b), by deleting "34.4" and substituting "35.4".
15.3. Subsection 35.6 is repealed.

16. Section 36 – Accepting and Counting Mail-In Ballots is amended by the following:
16.1. Within subsection 36.1, by deleting the words "returning officer" and substituting the words "Municipal Electoral Officer".
16.2. Within paragraph 36.1(a), by deleting the words "returning officer" and substituting the words "Municipal Electoral Officer".
16.3. Subsection 36.2 is repealed and replaced by the following:

36.2. The Municipal Electoral Officer will deliver all Mail-In Ballots in their inner security envelope to the Returning Officer who will keep the ballots secured until they are delivered to the advance counting team at the place and time designated for counting advance ballots.

16.4. Subsection 36.3 is repealed.
16.5. Paragraph 36.4(a) is repealed.

PART III – CONSOLIDATION and EFFECTIVE DATE

17. Consolidation
17.1. Pursuant to section 133 of the *Municipal Government Act*, Council hereby authorizes the Chief Administrative Officer to consolidate the foregoing amendments into the Elections Bylaw CS-1, and to publish a consolidated version of the bylaw on the City's website.

18. Effective Date
18.1. This Bylaw to Amend the Elections, Bylaw #CS-1-D, shall be effective on the date of approval and adoption by Council.

FIRST READING:
This Bylaw to Amend the Elections Bylaw, Bylaw #CS-1-D, was read a first time by a majority of the Councillors present at the Council Meeting held on the 16th day of May, 2022.

This Bylaw to Amend the Elections Bylaw, Bylaw #CS-1-D, was approved by a majority of the Councillors present at the Council Meeting held on the 16th day of May, 2022.

SECOND READING:
This Bylaw to Amend the Elections Bylaw, Bylaw #CS-1-D, was read a second time by a majority of the Councillors present at the Council Meeting held on the 20th day of June, 2022.

This Bylaw to Amend the Elections Bylaw, Bylaw #CS-1-D, was approved by a majority of the Councillors present at the Council Meeting held on the 20th day of June, 2022.

APPROVAL and ADOPTION by COUNCIL:
This Bylaw to Amend the Elections Bylaw, Bylaw #CS-1-D, was adopted by a majority of the Councillors present at the Council Meeting held on the 20th day of June, 2022.

This Bylaw to Amend the Elections Bylaw is declared to be passed on the 20th day of June, 2022.

_____ _____

Basil Stewart, Mayor **Rob Philpott, Chief Administrative Officer**

This Bylaw to Amend the Elections Bylaw adopted by the Council of the City of Summerside on the 20th day of June, 2022 is certified to be a true copy.

_____ _____

Rob Philpott, Chief Administrative Officer **Date**

City of Summerside
Prince Edward Island

Resolution
COS 21-088

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Be it resolved that CS-1-D Bylaw to Amend the Elections Bylaw be declared read a second time

City of Summerside
Prince Edward Island

Resolution
COS 21-089

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Whereas CS-1-D A Bylaw to Amend the Elections Bylaw was read and formally approved a first time at the May 16, 2022 Council meeting

Ans Whereas CS-1-D A Bylaw to Amend the Elections Bylaw was read a second time at this Council meeting

Be it resolved that CS-1-D A Bylaw to Amend the Elections Bylaw be hereby formally adopted

City of Summerside
Prince Edward Island

Resolution
COS 21-090

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Whereas	A bylaw is required to provide minimum property standards and manage unsightly properties in the City of Summerside
And Whereas	CS-11 Unsightly Property Bylaw was read and formally approved a first time at the May 16, 2022 Council meeting
Be it resolved	that CS-11 Unsightly Property Bylaw be read a second time

Schedule A
(CS-11 Unsightly Property Bylaw attached)

CORPORATION OF THE CITY OF SUMMERSIDE

BYLAW NAME: **UNSIGHTLY PROPERTY BYLAW**
BYLAW #: **CS-11**

BE IT ENACTED by the Council of the City of Summerside as follows:

1. Title

1.1. This bylaw shall be known and cited as the "The Unsightly Property Bylaw."

2. Authority

2.1. Section 180 of the *Municipal Government Act,* RSPEI 1988, c M-12.1 authorizes council to enact bylaws for municipal purposes respecting dangerous or unsightly properties in the City of Summerside.

3. Application

3.1. This bylaw applies to all persons, properties, and premises in the City of Summerside.

4. Definitions

4.1. Except as provided in section 4.2 herein, the words in this bylaw shall have the same meaning as the words defined in the *Unsightly Property Act*, RSPEI 1988, c U-5, and amendments thereto.

4.2. In this bylaw:

(a) "dilapidated building or structure" includes a building or structure, with or without structural deficiencies, that by virtue of a broken window, torn roofing or other defects is in a condition of substantial disrepair;

(b) "City" means the City of Summerside*;*

(c) "Council" means the Mayor and other members of the Council of the municipality;

(d) "inspector" includes an Enforcement Officer, the Director of Fire Services, Director of Police Services, Building Officer, Director of Municipal Services, or their designates, who is to carry out the duties assigned by Chief Administrative Officer;

(e) "litter" means

(i) rubbish, refuse, garbage, waste materials, papers, packages, containers, bottles, cans or parts thereof;

(ii) any article, product, machinery, mobile home or other manufactures goods which are dumped, discarded, abandoned or otherwise disposed of;

(iii) any other thing that may be designated as litter in a Schedule to this bylaw;

(f) “order” means a clean-up order or a demolition order issued under this bylaw;

(g) "owner" includes the registered owner, occupier, or person in charge of the lands and premises;

(h) "person" includes any individual, association, corporation, contractor, commission, public utility, firm, partnership or organization of any kind, and includes both principal and agent in an agency situation;

(i) “unsightly building or structure” includes a building or structure

(i) that is a dilapidated building or structure;

(ii) the condition of which significantly depreciates the value of land or buildings in the vicinity, or

(iii) that is unsightly in relation to neighbouring properties because the exterior finish of the building or structure is not maintained;

(j) “unsightly property” means any real property of part thereof upon which there is litter, derelict motor vehicles or parts thereof, or dilapidated or unsightly buildings, structures or parts thereof, or grass exceeding the length prescribed by subsection 5.2 of this bylaw.

5. Property Standards

5.1. No owner or occupier of any property shall permit the property or any building or structure thereon to be or become an unsightly property.

5.2. Grass on any property, except for that property or any part thereof being used for agricultural purposes, natural parklands, trails, or ditches, shall be maintained at a height of 20 centimeters or less.

5.3. All property shall be kept clean and free of:

(a) objects or conditions that may create fire, health or accident hazards;

(b) any derelict motor vehicle;

(c) litter; or

(d) heavy undergrowth, except for any land being used for agricultural purposes.

6. Administration

6.1. This Bylaw shall be administered and enforced by inspectors.

6.2. Where an inspector determines any real property is unsightly property, the inspector may issue an order.

6.3. An inspector is authorized to

(a) inspect any building or premises in the City for the purpose of enforcing this bylaw;

(b) remedy anything the inspector determines is in contravention of this bylaw;

(c) enforce any provision of this bylaw;

(d) require that anything be produced to assist in the inspection, remedy, enforcement or action;

(e) make copies of anything related to the inspection, remedy, enforcement or action; and

(f) do any other thing for the administration and enforcement of this bylaw which Council, by resolution, authorizes.

6.4. An inspector acting under this bylaw shall display or produce, on request, identification and documentation showing that the person is authorized to carry out duties specified under this bylaw.

6.5. Except in the case of an emergency or other extraordinary circumstances, where an inspector intends to take any action authorized by section 6.3 above, they shall give not less than 24 hours' notice to the owner or occupier of the land or premises.

6.6. An inspector acting under this bylaw shall not enter a dwelling without a warrant issued under the *Summary Proceedings Act* or an order issued under section 237 of the *Municipal Government Act* unless the occupant consents to the entry.

6.7. An order shall be in the form included at Schedule "B" of this bylaw.

7. Orders

7.1. Subject to subsection 7.2, an order shall be issued to

(a) the registered owner of the property;

(b) the occupier of the property; or

(c) a person who caused or contributed to the unsightly condition of the property.

7.2. Where the inspector is satisfied that a person other than the owner or the occupier of the property caused or contributed to the unsightly condition of the property, and the owner and the occupier, if any, agree to permit that other person to come onto the property for the purpose of complying with an order, an order may be issued to that other person.

7.3. The order may require the person to whom it is addressed, within a period of time specified in the order to

(a) remedy the condition of the property in a manner and to the extent directed in the order;

(b) if authorized by a resolution of Council, remove or demolish any dilapidated buildings, structures or parts thereof;

(c) remove any litter causing or contributing to the unsightliness of the property;

(d) construct anything to prevent the property from being viewed;

(e) do any other thing to remedy the unsightliness of the property; or

(f) do all or any of the matters specified in clauses (a) to (e).

7.4. The order shall

(a) be in the form provided in Schedule "B" of this bylaw;

(b) state in which respect(s) the property does not meet the requirements of this bylaw and what must be done to the property to bring it into compliance with the requirements of this bylaw;

(c) state the date which the property shall be brought into compliance with the requirements of this bylaw, which date is not to exceed thirty (30) days from the date the order is deemed to be served pursuant to subsection 7.6;

(d) state that if the person does not comply with the order within the prescribed time frame, the City shall take the action or measure at the expense of the person.

7.5. The order shall be served on the person notified

(a) by personal delivery thereof to that person;

(b) by posting the order by registered mail with postage prepaid addressed to that person at the person's latest known address; or

(c) where the address of that person is unknown, by posting the order in a conspicuous place on the property.

7.6. The date of the service of the order shall be

(a) on the date of delivery where personal service is made;

(b) on the date stated on the written acknowledgment of receipt where service by mail is made; or

(c) on the date of the posting where posting is made on the property.

7.7. Proof of service of the order may be made by a certificate signed by the person serving the order setting forth the manner in which service was made and specifying the time of service.

7.8. A certificate made under subsection 7.7

(a) shall be in the form provided at Schedule "C" of this bylaw;

(b) is proof of the signature of the person certifying; and

(c) is proof that the person named in the order received notice of the matters referred to in the order.

7.9. An order continues in force for a period of twelve months from the date on which it is served on the person to whom it is addressed and, if that person permits the property that is the subject of the order to revert to being an unsightly property while the order is in force, the person shall be deemed to have failed to comply with the order and it may be enforced against the person accordingly, but without prejudice to the issue of a new order in respect of that property.

7.10. An inspector may extend the time for compliance with any order issued pursuant to this part, provided there is evidence of intent to comply with any such order and reasonable cause exists to prevent immediate compliance.

7.11. Any extension of the time for compliance under subsection 7.10 will not extend the time for filing an appeal under section 8.

8. Appeals

8.1. A person to whom an order is issued may, within fourteen (14) days from the date of service, appeal the order by filing a notice of appeal with the Chief Administrative Officer.

8.2. The notice of appeal filed under this section shall be in writing, on a form attached hereto as Schedule "A", and shall state the grounds for the appeal, the relief sought and the name and address of the person making the appeal.

8.3. The Chief Administrative Officer shall forthwith deliver the notice of appeal and any supporting documentation to the Council and the inspector who issued the order.

8.4. Upon Council's receipt of the notice of appeal, Council shall:

(a) determine a date, place and time for a hearing of the matter, which hearing shall take place not less than seven (7) days, and not more than thirty (30) days from the date of Council's receipt of the notice of appeal;

(b) advise the owner in writing of the date, place and time of the hearing; and

(c) provide the owner with a copy of any materials relied upon by the inspector to justify the issuance of the order.

8.5. Council shall preside at the hearing and has the right to decide any matter of procedure not otherwise provided in this bylaw.

8.6. The owner shall be permitted to make submissions, adduce evidence, and question the inspector at the hearing.

8.7. After the hearing, the Council may, by resolution,

(a) confirm the order;

(b) vary the terms of the order;

(c) substitute its own order for the order reviewed; or

(d) rescind the order.

8.8. Council shall include in the recitals of the resolution referred to in subsection 8.7 brief written reasons for its decision.

8.9. Council shall provide a certified copy of the resolution to the person making the appeal.

8.10. Council's decision in the matter is final and there shall be no further right to appeal an order issued under this bylaw.

9. Failure to Comply with Order

9.1. Where a person on whom an order has been served fails to comply with the order or an order of the Council made under section 8, the inspector may carry out the directives contained in the order and charge the costs of the work done to the person to whom the order was issued and the person so charged is personally liable therefore; neither the City, the Council nor the inspector is personally liable for any action taken under this section, nor for the costs of any goods, materials or labour incurred in exercising powers vested in the inspector under this section.

10. Order for Costs of Remediation

10.1. The Council hereby authorizes an inspector to issue an order for the costs of carrying out the work done under section 9 against the person to whom the order was issued and the order for costs shall be served in the manner provided in section 7.

10.2. The cost incurred by the City to remedy a contravention of an order shall include an additional administrative fee of 25% of the costs incurred to a maximum fee of $750.

10.3. An order for the costs of remediation made under subsection 10.1 may be filed with the Registrar of the Supreme Court at any time following thirty days after it is issued and, when so filed, the order is of the same force and effect as if it were a judgment.

10.4. An order for the costs of remediation made under subsection 10.1 shall also constitute a lien on the property which shall have priority over every claim, privilege, or encumbrance of any person except the Crown.

11. Offences and Penalties

11.1. Any person who prevents or obstructs or attempts to prevent or obstruct an inspector from carrying out their duties under this bylaw is guilty of an offence and liable on summary conviction to a fine of not less than $100 and not more than $1,000.

11.2. Every person who fails to comply with an order issued under this bylaw is guilty of an offence and on summary conviction is liable to a fine of not less than $200 and not more than $2,000,

11.3. Where a contravention of this bylaw continues for more than one day, the person responsible for the contravention is guilty of a separate offence for each day or part of a day on which the contravention occurs and shall be liable to a fine of $1,000 for each day or part day on which the contravention occurs after the first day.

11.4. The court may, in addition to any other penalty imposed, order the person to comply with this bylaw.

12. Limitation of Liability

12.1. The City, Council, inspectors, and persons acting under their instructions, or under the authority of this bylaw are not personally liable for any loss or damage suffered by any person by reason of anything in good faith done or omitted to be done in the exercise or purported exercise of any powers given by this bylaw.

13. Enforcement

13.1. In addition to any matter authorized in this bylaw, this bylaw may be enforced, and any breach thereof may be restrained by application by the Council to the Supreme Court of Prince Edward Island in accordance with the *Municipal Government Act* or any successor legislation.

14. Severability / Conflicts

14.1. It is the intention of Council that each separate provision of this bylaw shall be deemed independent from all other provisions of this bylaw, such that if any provision of this bylaw is declared invalid, all other provisions of this bylaw shall remain valid and enforceable.

14.2. In the event of a conflict between this bylaw and the provision of any other enactment, the most stringent requirement shall apply.

15. Evidence

15.1. A copy of any writing, paper or document filed in the Court, or any statement containing any information from the records of the Department of the Minister appointed pursuant to the provision of the *Real Property Assessment Act*, RSPEI 1988, c R-4, shall be received in evidence in Court without proof of signature and is *prima facie* evidence of the facts contained therein as to the name of the owner of the real property and the corresponding civic address.

16. Repeal of bylaw

16.1. Bylaw Number CS-11 Dangerous, Hazardous and Unsightly Premises Bylaw is hereby repealed.

17. Effective Date

17.1. This Unsightly Property Bylaw, Bylaw Number CS-11, shall be effective on the date of approval and adoption by Council.

First Reading
This Unsightly Property Bylaw, Bylaw #CS-11, was read a first time at the Council meeting held on the 16th day of May, 2022.
This Unsightly Property Bylaw, Bylaw #CS-11, was approved by a majority of Council members present at the Council meeting held on the 16th day of May, 2022.

Second Reading
This Unsightly Property Bylaw, Bylaw #CS-11, was read a second time at the Council meeting held on the 20th day of June, 2022.
This Unsightly Property Bylaw, Bylaw #CS-11, was approved by a majority of Council members present at the Council meeting held on the 20th day of June, 2022.

Approval and Adoption by Council
This Unsightly Property Bylaw, Bylaw #CS-11, was adopted by a majority of Council members present at the Council meeting held on the 20th day of June, 2022.

Signatures

_____ _____
Basil Stewart, Mayor **Rob Philpott, Chief Administrative Officer**

This Unsightly Property Bylaw adopted by the Council of the City of Summerside on the 20th day of June, 2022 is certified to be a true copy.

_____ _____
Rob Philpott, Chief Administrative Officer **Date**

CORPORATION OF THE CITY OF SUMMERSIDE

SCHEDULE: Schedule "A"
BYLAW NAME: Unsightly Property Bylaw
BYLAW #: # CS-11

This Schedule establishes the form to be used for filing an appeal pursuant to Section 8 of the Unsightly Property Bylaw.

CORPORATION OF THE CITY OF SUMMERSIDE

NOTICE OF APPEAL

(pursuant to Section 8 of the *Unsightly Property Bylaw*)

CONTACT INFORMATION	
Last Name:	First Name:
Company Name (if applicable):	
Email Address:	
Telephone Number:	
Mailing Address:	

APPEAL INFORMATION
List the reasons for your appeal (if more space is provided, kindly fill out a separate sheet and attach it to this form. If you intend to rely on any documents, including photographs, videos, or witness statements, kindly attach them to this form as well):

RELIEF SOUGHT
List or describe the relief sought (if more space is required, kindly fill out a separate sheet and attach it to this form):

DECLARATION	
I solemnly declare that all the statements and the information provided, are true, correct and complete. By signing this form, I consent to the collection of my personal information:	
Signature of Appellant:	Date:
In accordance with the *Freedom of Information and Protection of Privacy Act*, some of the information collected herein may be available to the public.	

CORPORATION OF THE CITY OF SUMMERSIDE

SCHEDULE: **Schedule "B"**
BYLAW NAME: **Unsightly Property Bylaw**
BYLAW #: **# CS-11**

This Schedule establishes the form to be used for an order issued pursuant to the Unsightly Property Bylaw.

CORPORATION OF THE CITY OF SUMMERSIDE
ORDER
(Issued pursuant to the *Unsightly Property Bylaw*)

TO:_____

of_____.

WHEREAS an inspection of real property designated as Parcel No. _____ located at

_____, in Summerside, Prince Edward Island, has been made by an inspector having authority under Bylaw # CS-11 the *Unsightly Property Bylaw*;

AND WHEREAS the said inspector considers the property to be unsightly in the following respect:

_____

_____

THEREFORE, YOU ARE HEREBY ORDERED TO: _____

_____

_____

_____

_____

YOU ARE REQUIRED TO COMPLY with this Order within _____ days of the date of service of this Order.

IF YOU FAIL TO COMPLY WITH THIS ORDER within the time frame provided above, the City shall take the action or measure required to bring the property into compliance, and any costs of expenses incurred shall be a debt owing by you to the City and a lien against the property.

Dated this _____ day of _____, 20____

_____
INSPECTOR

THIS ORDER MAY BE APPEALED TO COUNCIL PURSUANT TO SECTION 8 OF THE *UNSIGHTLY PROPERTY BYLAW* BY FILING A NOTICE OF APPEAL WITH THE CHIEF ADMINISTRATIVE OFFICER OF THE CITY OF SUMMERSIDE WITHIN FOURTEEN (14) DAYS OF THE DATE OF THE SERVICE OF THIS ORDER.

CORPORATION OF THE CITY OF SUMMERSIDE

SCHEDULE: **Schedule "C"**
BYLAW NAME: **Unsightly Property Bylaw**
BYLAW #: **# CS-11**

This Schedule establishes the form to be used for the certificate referenced in Section 7 of the Unsightly Property Bylaw.

CORPORATION OF THE CITY OF SUMMERSIDE
CERTIFICATE OF SERVICE
(pursuant to subsection 7.7 of the *Unsightly Property Bylaw*)

I, _____, of

_____, Prince Edward Island, declare that I did serve an Order issued pursuant to the *Unsightly Property Bylaw*, a true copy of which is annexed hereto in the manner indicated below:

( ) By personal delivery to the person to whom it is directed,

( ) By posting the Order by Registered Mail with postage prepaid addressed to the latest known address of the person to whom it is addressed, or

( ) By posting the Order in a conspicuous place on the property that is the subject of the Order,

on _____, the _____ day of _____, 20____, at the hour

of _____ in the _____ noon at Summerside, in Prince County, Province of Prince Edward Island.

DATED this _____ day of _____, 20_____.

_____

City of Summerside
Prince Edward Island

Resolution
COS 21-091

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Be it resolved that CS-11 Unsightly Property Bylaw be declared read a second time

City of Summerside
Prince Edward Island

Resolution
COS 21-092

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Whereas CS-11 Unsightly Property Bylaw was read and formally approved a first time at the May 16, 2022 Council meeting

Ans Whereas CS-11 Unsightly Property Bylaw was read a second time at this Council meeting

Be it resolved that CS-11 Unsightly Property Bylaw hereby formally adopted

City of Summerside
Prince Edward Island

Resolution
COS 21-093

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Whereas	It is desirable to regulate and secure vacant buildings within the City of Summerside
And Whereas	CS-36 Vacant Building Bylaw was read and formally approved a first time at the May 16, 2022 Council meeting
Be it resolved	that CS-36 Vacant Building Bylaw be read a second time

(CS-36 Vacant Building Bylaw attached)

CORPORATION OF THE CITY OF SUMMERSIDE

BYLAW NAME: **VACANT BUILDING BYLAW**
BYLAW #: **CS-36**

BE IT ENACTED by the Council of the City of Summerside as follows:

1. Title

1.1. This bylaw shall be known and cited as the "The Vacant Building Bylaw."

2. Authority

2.1. Section 180 of the *Municipal Government Act,* RSPEI 1988, c M-12.1 authorizes council to enact bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of persons and property, nuisances, dangerous or unsightly property, as well as the regulation of real property maintenance.

2.2. Section 182 of the *Municipal Government Act*, RSPEI 1988, c M-12.1 authorizes council to regulate any activity over which it has jurisdiction and to provide a system of permits.

3. Application

3.1. This bylaw applies to all persons, properties, and premises in the City of Summerside.

4. Definitions

4.1. In this bylaw:

(a) "Act" means the *Municipal Government Act*, RSPEI 1988, c M-12.1;

(b) "City" means the City of Summerside*;*

(c) "Council" means the Mayor and other members of the Council of the municipality;

(d) "inspector" includes an Enforcement Officer, the Director of Fire Services, Director of Police Services, Building Officer, Director of Municipal Services, or their designates, who carry out the duties assigned by Chief Administrative Officer;

(e) "owner" means the registered owner, occupant of, or person in charge of any real property;

(f) "person" includes any individual, association, corporation, contractor, commission, public utility, firm, partnership or organization of any kind, and includes both principal and agent in an agency situation;

(g) "premises" means any grounds, yards, or vacant lots;

(h) "property" includes all or any part of lands, buildings, foundations, scaffolding, fences, excavations, depressions, drains, ditches, culverts, wells, or loose impediments;

(i) "vacant building" means any building that has not been occupied, for at least ninety (90) days, by the owner or a person authorized by the owner.

5. Administration

5.1. This Bylaw shall be administered and enforced by inspectors.

5.2. Where an inspector determines that any building constitutes a vacant building, or that there has been any other contravention of this bylaw, the inspector may issue an order.

5.3. An inspector is authorized to

(a) inspect any building or premises in the City for the purpose of enforcing this bylaw;

(b) remedy anything the inspector determines is in contravention of this bylaw;

(c) enforce any provision of this bylaw;

(d) require that anything be produced to assist in the inspection, remedy, enforcement or action;

(e) make copies of anything related to the inspection, remedy, enforcement or action; and

(f) do any other thing for the administration and enforcement of this bylaw which Council, by resolution, authorizes.

5.4. An inspector acting under this bylaw shall display or produce, on request, identification and documentation showing that the person is authorized to carry out duties specified under this bylaw.

5.5. Except in the case of an emergency or other extraordinary circumstances, where an inspector intends to take any action authorized by section 5.3 above, they shall give not less than 24 hours' notice to the owner or occupier of the property.

5.6. An inspector acting under this bylaw shall not enter a dwelling without a warrant issued under the *Summary Proceedings Act* or an order issued under section 237 of the *Municipal Government Act* unless the occupant consents to the entry.

5.7. An order shall be in the form included at Schedule "B" of this bylaw.

6. Vacant Buildings

6.1. Every owner of a vacant building, including a building which is vacant on the day this provision comes into force, shall ensure that such vacant building is registered with the City in accordance with this bylaw and shall obtain a Vacant Building Permit.

6.2. Every owner of a vacant building shall display, in a prominent place on the property on which such vacant building is located, a valid Vacant Building Permit issued by an inspector with respect to the vacant building;

6.3. Every Vacant Building Permit expires

(a) on the fourth (4th) anniversary of the date on which a Vacant Building Permit was issued for a vacant building, if the registration is not renewed before its expiry;

(b) when the Vacant Building Permit is revoked under this bylaw;

(c) when the vacant building is sold or otherwise transferred to a new owner; or

(d) when an inspector is satisfied that the building is no longer vacant.

6.4. To register a vacant building or to renew a registration for a vacant building and to obtain a Vacant Building Permit, the owner of the vacant building shall:

(a) complete and submit to the Building Officer an application in the form published by the Building Officer from time to time;

(b) submit the registration fee provided for in Schedule "D" hereto; and

(c) provide such floor plans, records and/or reports prepared by a qualified person as may be required by the Building Officer.

6.5. On receipt of the materials and registration fee, the Building Officer may either issue a Vacant Building Permit or, if the application is incomplete, contains false or misleading information or registration fees are not paid, may refuse to issue the Vacant Building Permit until such time as the required information and/or fee is provided.

6.6. Every owner of a vacant building shall notify the Building Officer of any change in circumstances relating to any information provided to the Building Officer under section 6.4 of this bylaw within ten (10) business days after the change occurs.

6.7. The Building Officer may revoke a Vacant Building Permit issued if, in the opinion of the Building Officer, circumstances warrant such revocation.

6.8. Every owner of a vacant building shall

(a) ensure that the building complies with all applicable statutes, regulations, and bylaws, including but not limited to the *Building Code Act*, and the *Fire Prevention Act*;

(b) ensure, prior to securing the vacant building in accordance with paragraph (c) below, that an inspection of the vacant building is conducted by both an inspector and an individual representing the Fire Department, and that all inspection fees provided for in Schedule "D" are paid;

(c) after the Vacant Building has been inspected and all orders issued pursuant to such inspections are complied with, secure the vacant building to prevent unauthorized access to the vacant building by:

A. having the doors and windows or other openings replaced or repaired and locked;

B. covering the doors and window or other openings with a solid wooden material;

C. securing the land on which the vacant building is located by a fence at least 1.5 meters in height; and

D. ensuring that all services to the vacant building, including but not limited to gas, water and electrical service, are shut off and/or

disconnected in accordance with procedures approved by the relevant service provider and to the satisfaction of the Building Officer; or

E. a combination of all or any of the above if prior written approval is obtained from the Inspector, and

the owner shall ensure that all material used to secure a vacant building is properly maintained.

(d) Satisfy the Building Officer that an individual retained by the owner attends at the property to monitor the condition of the vacant building at such intervals as may be required in writing by the Building Officer.

6.9. The owner of a vacant building may apply to the Building Officer for a temporary exemption, not to exceed six (6) months, from the boarding up requirements contained in section 6.8 above, and the Building Officer may grant such temporary exemption if they determine that it is in the public interest to do so.

6.10. Notwithstanding section 6.8 above, no owner of a vacant building shall board up a commercial storefront without first obtaining the approval of the Building Officer, which approval may be subject to such conditions as the Building Officer considers appropriate.

7. Order to Remedy Contravention

7.1. Where, in the opinion of an inspector, any vacant building does not meet the requirements of this bylaw, the inspector may issue an order requiring the person to

(a) take such steps as are necessary to ensure that the vacant building is safe and secure; or

(b) take any action or measure necessary to remedy the contravention of this bylaw and, if necessary, to prevent a re-occurrence of the contravention.

7.2. The order shall be issued to

(a) the registered owner of the property; or

(b) the occupier of the property.

7.3. The order may require the person to whom it is addressed, within a period of time specified in the order to

(a) remedy the condition of the property in a manner and to the extent directed in the order;

(b) obtain a Vacant Building Permit forthwith;

(c) secure the vacant building in accordance with section 6 herein;

(d) do any other thing to remedy a contravention of this bylaw; or

(e) do all or any of the matters specified in clauses (a) to (d).

7.4. The order shall:

(a) be in the form provided in Schedule “B” of this bylaw;

(b) state in which respect(s) the vacant building does not meet the requirements of this bylaw or any other bylaw and what must be done to the property to bring it into compliance; and

(c) state the date which the property shall be brought into compliance, which date is not to exceed thirty (30) days from the date the order is deemed to be served pursuant to section 7.6;

(d) state that if the person does not comply with the order within the prescribed time frame, the municipality shall take the action or measure at the expense of the person.

7.5. The order shall be served on the person notified

(a) by personal delivery thereof to that person;

(b) by posting the order by registered mail with postage prepaid addressed to that person at the person's latest known address; or

(c) where the address of that person is unknown, by posting the order in a conspicuous place on the property.

7.6. The date of the service of the order shall be

(a) on the date of delivery where personal service is made;

(b) on the date stated on the written acknowledgment of receipt where service by mail is made; or

(c) on the date of the posting where posting is made on the property.

7.7. Proof of service of the order may be made by a certificate signed by the person serving the order setting forth the manner in which service was made and specifying the time of service.

7.8. A certificate made under subsection 7.7

(a) shall be in the form provided at Schedule "C" of this bylaw;

(b) is proof of the signature of the person certifying; and

(c) is proof that the person named in the order received notice of the matters referred to in the order.

7.9. An order continues in force for a period of twelve months from the date on which it is served on the person to whom it is addressed and, if that person permits the property that is the subject of the order to revert to a state contrary to this bylaw while the order is in force, the person shall be deemed to have failed to comply with the order and it may be enforced against the person accordingly, but without prejudice to the issue of a new order in respect of that property.

7.10. An inspector may extend the time for compliance with any order issued pursuant to this part, provided there is evidence of intent to comply with any such order and reasonable cause exists to prevent immediate compliance.

7.11. Any extension of the time for compliance under subsection 7.10 will not extend the time for filing an appeal under section 8.

8. Appeals

8.1. A person to whom an order is issued may, within fourteen (14) days from the date of service, appeal the order by filing a notice of appeal with the Chief Administrative Officer.

8.2. The notice of appeal filed under this section shall be in writing, on a form attached hereto as Schedule "A", and shall state the grounds for the appeal, the relief sought and the name and address of the person making the appeal.

8.3. The Chief Administrative Officer shall forthwith deliver the notice of appeal and any supporting documentation to the Council and the inspector who issued the order.

8.4. Upon Council's receipt of the notice of appeal, Council shall:

(a) determine a date, place and time for a hearing of the matter, which hearing shall take place not less than seven (7) days, and not more than thirty (30) days from the date of Council's receipt of the notice of appeal;

(b) advise the owner in writing of the date, place and time of the hearing; and

(c) provide the owner with a copy of any materials relied upon by the inspector to justify the issuance of the order.

8.5. Council shall preside at the hearing and has the right to decide any matter of procedure not otherwise provided in this bylaw.

8.6. The owner shall be permitted to make submissions, adduce evidence, and question the inspector at the hearing.

8.7. After the hearing, the Council may, by resolution,

(a) confirm the order;

(b) vary the terms of the order;

(c) substitute its own order for the order reviewed; or

(d) rescind the order.

8.8. Council shall include in the recitals of the resolution referred to in subsection 8.7 brief written reasons for its decision.

8.9. Council shall provide a certified copy of the resolution to the person making the appeal.

8.10. Council's decision in the matter is final and there shall be no further right to appeal an order issued under this bylaw.

9. Failure to Comply with Order

9.1. Where a person on whom an order has been served fails to comply with the order or an order of the Council made under section 8, the inspector may carry out the directives contained in the order and charge the costs of the work done to the person to whom the order was issued and the person so charged is personally liable therefore; neither the City, the Council nor the inspector is personally liable for any action taken under this section, nor for the costs of any goods, materials or labour incurred in exercising powers vested in the inspector under this section.

10. Order for Costs of Remediation

10.1. The Council hereby authorizes an inspector to issue an order for the costs of carrying out the work done under section 9 against the person to whom the order was issued and the order for costs shall be served in the manner provided in section 7.

10.2. The cost incurred by the City to remedy a contravention of an order shall include an additional administrative fee of 25% of the costs incurred to a maximum fee of $750.

10.3. An order for the costs of remediation made under subsection 10.1 may be filed with the Registrar of the Supreme Court at any time following thirty days after it is issued and, when so filed, the order is of the same force and effect as if it were a judgment.

10.4. An order for the costs of remediation made under subsection 10.1 shall also constitute a lien on the property which shall have priority over every claim, privilege, or encumbrance of any person except the Crown.

11. Offences and Penalties

11.1. Any person who prevents or obstructs or attempts to prevent or obstruct an inspector from carrying out their duties under this bylaw is guilty of an offence and liable on summary conviction to a fine of not less than $100 and not more than $1,000.

11.2. Any owner, if that person is an individual, who fails to obtain a Vacant Building Permit as required under this bylaw shall be guilty of an offence and liable on summary conviction to a fine of not less than $3,000 and not more than $5,000.

11.3. Any owner, if that person is a corporation, who fails to obtain a Vacant Building Permit as required under this bylaw shall be guilty of an offence and liable on summary conviction to a fine of not less than $5,000 and not more than $10,000.

11.4. Where a contravention of this bylaw continues for more than one day, the person responsible for the contravention is guilty of a separate offence for each day or part of a day on which the contravention occurs and shall be liable to a fine of $1,000 for each day or part day on which the contravention occurs after the first day.

11.5. The court may, in addition to any other penalty imposed, order the person to comply with this bylaw.

12. Exemptions

12.1. An owner is not required to obtain a Vacant Building Permit for the following:

(a) a vacant building for which the owner holds a valid demolition permit granted by the Building Officer, provided that the demolition occurs within six (6) months of issuance of the demolition permit;

(b) a vacant building which is occupied by the owner, or a person authorized by the owner, on a seasonal basis; and

(c) a vacant building, other than a dwelling, on property used as a farm.

13. Limitation of Liability

13.1. The City, Council, inspectors, and persons acting under their instructions, or under the authority of this bylaw are not personally liable for any loss or damage suffered by any person by reason of anything in good faith done or omitted to be done in the exercise or purported exercise of any powers given by this bylaw.

14. Enforcement

14.1. In addition to any matter authorized in this bylaw, this bylaw may be enforced, and any breach thereof may be restrained by application by the Council to the Supreme Court of Prince Edward Island in accordance with the *Municipal Government Act* or any successor legislation.

15. Severability / Conflicts

15.1. It is the intention of Council that each separate provision of this bylaw shall be deemed independent from all other provisions of this bylaw, such that if any provision of this bylaw is declared invalid, all other provisions of this bylaw shall remain valid and enforceable.

15.2. In the event of a conflict between this bylaw and the provision of any other enactment, the most stringent requirement shall apply.

16. Evidence

16.1. A copy of any writing, paper or document filed in the Court, or any statement containing any information from the records of the Department of the Minister appointed pursuant to the provision of the *Real Property Assessment Act*, RSPEI 1988, c R-4, shall be received in evidence in Court without proof of signature and is *prima facie* evidence of the facts contained therein as to the name of the owner of the real property and the corresponding civic address.

17. Transitional Provision

17.1. An owner of a building which constitutes a vacant building on the day this bylaw comes into force shall have sixty (60) ~~one hundred and eighty (180)~~ days from the day this bylaw comes into force to bring the vacant building into compliance.

18. Effective Date

18.1. This Vacant Building Bylaw, Bylaw Number CS-36, shall be effective on the date of approval and adoption by Council.

First Reading
This Vacant Building Bylaw, Bylaw #CS-36, was read a first time at the Council meeting held on the 16th day of May, 2022.
This Vacant Building Bylaw, Bylaw #CS-36, was approved by a majority of Council members present at the Council meeting held on the 16th day of May, 2022.

Second Reading
This Vacant Building Bylaw, Bylaw #CS-36, was read a second time at the Council meeting held on the 20th day of June, 2022.
This Vacant Building Bylaw, Bylaw #CS-36, was approved by a majority of Council members present at the Council meeting held on the 20th day of June, 2022.

Approval and Adoption by Council
This Vacant Building Bylaw, Bylaw #CS-36, was adopted by a majority of Council members present at the Council meeting held on the 20th day of June, 2022.

Signatures

_____	_____
Basil Stewart, Mayor	**Rob Philpott, Chief Administrative Officer**

This Vacant Building Bylaw adopted by the Council of the City of Summerside on the 20th day of June, 2022 is certified to be a true copy.

_____	_____
Rob Philpott, Chief Administrative Officer	**Date**

CORPORATION OF THE CITY OF SUMMERSIDE

SCHEDULE: Schedule "A"
BYLAW NAME: Vacant Building Bylaw
BYLAW #: # CS-36

This Schedule establishes the form to be used for filing an appeal pursuant to Section 8 of the Vacant Building Bylaw.

CORPORATION OF THE CITY OF SUMMERSIDE

NOTICE OF APPEAL

(pursuant to Section 8 of the *Vacant Building Bylaw*)

CONTACT INFORMATION	
Last Name:	First Name:
Company Name (if applicable):	
Email Address:	
Telephone Number:	
Mailing Address:	

APPEAL INFORMATION
List the reasons for your appeal (if more space is provided, kindly fill out a separate sheet and attach it to this form. If you intend to rely on any documents, including photographs, videos, or witness statements, kindly attach them to this form as well):

RELIEF SOUGHT
List or describe the relief sought (if more space is required, kindly fill out a separate sheet and attach it to this form):

DECLARATION	
I solemnly declare that all the statements and the information provided, are true, correct and complete. By signing this form, I consent to the collection of my personal information:	
Signature of Appellant:	Date:
In accordance with the *Freedom of Information and Protection of Privacy Act*, some of the information collected herein may be available to the public.	

CORPORATION OF THE CITY OF SUMMERSIDE

SCHEDULE: **Schedule "B"**
BYLAW NAME: **Vacant Building Bylaw**
BYLAW #: **# CS-36**

This Schedule establishes the form to be used for an order issued pursuant to the Vacant Building Bylaw.

CORPORATION OF THE CITY OF SUMMERSIDE
ORDER
(Issued pursuant to the *Vacant Building Bylaw*)

TO:_____

of_____.

WHEREAS an inspection of real property designated as Parcel No. _____ located at

_____, in Summerside, Prince Edward Island, has been made by an inspector having authority under Bylaw # CS-36 the *Vacant Building Bylaw*;

AND WHEREAS the said inspector considers the property to be in contravention of the said *Vacant Building Bylaw* in the following respect:

_____

_____

THEREFORE, YOU ARE HEREBY ORDERED TO: _____

_____

_____

_____

_____

YOU ARE REQUIRED TO COMPLY with this Order within _____ days of the date of service of this Order.

IF YOU FAIL TO COMPLY WITH THIS ORDER within the time frame provided above, the City shall take the action or measure required to bring the property into compliance, and any costs of expenses incurred shall be a debt owing by you to the City and a lien against the property.

Dated this _____ day of _____, 20____

_____
INSPECTOR

THIS ORDER MAY BE APPEALED TO COUNCIL PURSUANT TO SECTION 8 OF THE *VACANT BUILDING BYLAW* BY FILING A NOTICE OF APPEAL WITH THE CHIEF ADMINISTRATIVE OFFICER OF THE CITY OF SUMMERSIDE WITHIN FOURTEEN (14) DAYS OF THE DATE OF THE SERVICE OF THIS ORDER.

CORPORATION OF THE CITY OF SUMMERSIDE

SCHEDULE: **Schedule "C"**
BYLAW NAME: **Vacant Building Bylaw**
BYLAW #: **# CS-36**

This Schedule establishes the form to be used for the certificate referenced in Section 7 of the Vacant Building Bylaw.

CORPORATION OF THE CITY OF SUMMERSIDE
CERTIFICATE OF SERVICE
(pursuant to subsection 7.7 of the *Vacant Building Bylaw*)

I, _____, of

_____, Prince Edward Island, declare that I did serve an Order issued pursuant to the *Vacant Building Bylaw*, a true copy of which is annexed hereto in the manner indicated below:

( ) By personal delivery to the person to whom it is directed,

( ) By posting the Order by Registered Mail with postage prepaid addressed to the latest known address of the person to whom it is addressed, or

( ) By posting the Order in a conspicuous place on the property that is the subject of the Order,

on _____, the _____ day of _____, 20____, at the hour

of _____ in the _____ noon at Summerside, in Prince County, Province of Prince Edward Island.

DATED this _____ day of _____, 20_____.

_____

CORPORATION OF THE CITY OF SUMMERSIDE

SCHEDULE: **Schedule "D"**
BYLAW NAME: **Vacant Building Bylaw**
BYLAW #: **# CS-36**

This Schedule enumerates the fees to be imposed pursuant to the Vacant Building Bylaw.

Vacant Building Permit Fees (Years 1-4)	**All Buildings**
Year 1	$520.00
Year 2	$520.00
Year 3	$520.00
Year 4	$520.00
Sub-Total of Fees due at time of Registration NOTE: The above fee may be partially refunded on a pro-rated basis, upon re-establishing occupancy. See Refund Schedule Below.	$2,080.00
Administration – File set-up	$140.00
Pre-board-up Fire Inspection	$150.00
Pre-board-up Building Inspection	$115.00
Total of Fees due at time of Registration	**$2,485.00**

NOTE: Miscellaneous Inspection Fee	$115.00

Refund Schedule	**All Buildings**
Re-occupy During First Year	$1,560.00 refund
Re-occupy During Second Year	$1,040.00 refund
Re-occupy During Third Year	$520.00 refund
Re-occupy During the First Six Months of the Fourth Year	$275.00 refund

City of Summerside
Prince Edward Island

Resolution
COS 21-094

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Be it resolved that CS-36 Vacant Building Bylaw be declared read a second time

City of Summerside
Prince Edward Island

Resolution
COS 21-095

June 20, 2022

Moved by Councillor _____

Seconded by Councillor _____

Resolution:

Carried		For	
Defeated		Against	

Whereas CS-36 Vacant Building Bylaw was read and formally approved a first time at the May 16, 2022 Council meeting

Ans Whereas CS-36 Vacant Building Bylaw was read a second time at this Council meeting

Be it resolved that CS-36 Vacant Building Bylaw hereby formally adopted

Monthly Report

Council Meeting Date:	June 20, 2022
Department/Committee:	Community Services

May is often the month the Community Services Department switches gears and prepares for the warmer months ahead. From park and greenspace preparation to ice-removal in the arenas, May is typically a busy month all around for the department.

In concert news, Jann Arden flocked to Credit Union Place on May 18 as she took to the stage in front of more than 1,500 people. Later that month Credit Union Place announced the return of Bryan Adams who will play at Credit Union Place on Wednesday, August 31. This will mark Bryan's 4th show in Summerside, previously playing in 2012, 2014 and 2018 – each of which was sold out and staff expect this one to be no different!

Minor Hockey tournaments continued into May this year with Summerside playing host to the 13U PeeWee Atlantics at Credit Union Place which attracted teams from Nova Scotia, New Brunswick, Newfoundland and Prince Edward Island.

The 2021-2022 Maritime Hockey League Champs, Summerside Western Capitals, travelled to Estevan, Saskatchewan for the Centennial Cup. The Summerside Western Capitals dropped a 4-3 decision to College Francais de Longueuil in the quarterfinals to end their season. It was an impressive season the Caps and one of which will go down in the history books.

The Dome hosted it's first two events in May with the Atlantic Gymnastic Championships and Provincial Powerlifting Championships. Both were well attended by both participants and fans as these events help to showcase the versatility of PEI's newest sport and recreation facility.

Birthday parties continue to be in high-demand with 17 throughout the month of May, while the meeting rooms and convention centre continue to see steady traffic with 37 bookings and are looking towards a busy summer with the long list of upcoming events.

Monthly Report

Council Meeting Date:	June 20, 2022

Department/Committee:	Municipal Services – Public Works / Water and Sewer Utilities

- The sewage treatment plant performed the following major maintenance this month:
    - Biosolids have been unloaded at the plant for use on farmers field as fertilizer.
    - Repaired lime dust silo inventory instrument.
    - Annual clean out of bar screen.
    - Two COVID wastewater samples were sent to the national laboratory.
    - Tuning the Blend Building polymer pump was completed.
    - Secondary clarifiers were cleaned
    - Annual BNR mixer maintenance, changing oils was completed.
- Public works has completed repairing rights of way with topsoil and seed being placed.
- New crosswalk installed by the new dome complete with signage and painting.
- The temporary speed bumps have been installed on Maple Avenue, Arcona Street and Willow Avenue.
- New flags for crosswalks installed Maple and Central.
- New Street sweeper has been delayed and will be in action first week of July.
- Roadway asphalt repairs have started and will continue until end of July.
- Eight driveway culverts have been repaired this month due to frost heave damage.
- Traffic line painting continues but paint availability is becoming an issue and operations are on their last of supply. The order for paint has been done in March and no arrival of supplies yet. Normally this is a 2-4week turnaround time.
- Boardwalk repairs have been completed; spot repairs will continue as they are identified.
- Sidewalk repairs for hazards continue for the month and are expected to be complete by mid-July.
- Water utility is working with contractors on capital replacement job on Central Street to assist with construction of the replacement mains.
- All the water main breaks form the winter have been repaired with asphalt and the concrete removed from the roadway.

GENERAL OPERATIONAL STATISTICS:

Water and Sewer Utilities:

- 24 water samples were taken with clear of bacteria, water chemistry samples were collected with results to come in.
- 12 chlorination samples taken all within parameters.
- 1 water main break was repaired this month.
- 18 new water/sewer connections, 7 water main taps were performed this month.
- 10 sewer calls this month with 1 sewer lateral being repaired and 2 videos performed.
- 2 water services were repaired for the month.
- 1 fire hydrant was repaired this month.
- 2 rain barrels have been sold this month with 22 left in stock.
- Sewer effluent to harbor (347,191 cubic meters treated).
- 194,845 gallons of septage received to the plant from outlying areas. (Servicing the county).
- 316 Tons of Bio fertilizer was created this month at the Sewage Treatment Plant.

Monthly Report

Council Meeting Date:	June 20, 2022

Department/Committee:	Electric

Work Tasks Highlights:

- Power Plant and Technicians Maintenance consisted of:
    - Power Plant raw water pump repairs
    - Advance rental's new location meter install
    - Replaced traffic lights at Sobeys
    - Meter changes continued for 2022
    - Engine #1 maintenance completed
    - Pedestrian crossing at Bay Ave was repaired
    - Emergency bucket evac and man rescue training.
    - Boardwalk lighting repairs, Staples and MacKenzie Dr.
    - New Meter database system commissioned for managing meter inventory and equipment
    - Engine #5 maintenance completed
    - Pedestrian button replacement at Walker Avenue and Granville.
    - Cooling pond at power plant draining and annual maintenance completed
- The Central Street pole replacement project has been completed – upgrade of line from round about to end of central at highway.
- City wide outage occurred twice this month – once (May 22) due to failure of insulator online feeding the City and the second on a planned maintenance event (May 29) for the substation to upgrade and service equipment.
- Repaired gang switch in front of Cineplex on Ryan Avenue
- Water St East Development pole build along Water Street has been completed.
- Boswell Court Voltage Conversion has been completed.
- The Sunbank Project continues with 90% of the piling completed and 8% metal racking installed. The main roadway is under construction and use of Bayview drive access has been restricted to very limited use.
- Tender has been issued for the final work package for the substation upgrade and is closing on June 24 for the Sunbank project connection to Summerside Electric Grid.

GENERAL OPERATIONAL STATISTICS:

Electric Utility:

- 35.0% of our Electricity came from wind this month.
- Generator run hours were 53.1 hours.
- 61% increase in new services over last year.
- 2 Heat for less now service calls.
- 21 new electric customers energized this month.
- 3 Electrical Service Upgrades
- 10 new poles were installed and 11 removed.
- 6 transformers were installed and 3 removed.
- 254 meters of secondary wiring installed.
- 36 service calls were responded to this month.
- 18 appliances have been sold for Heat for less now program this month. Total now at 493 units.

Monthly Report

Council Meeting Date:	June 20, 2022
Department/Committee:	Technical Services

The 2022 construction season and Capital projects continue. All of the tenders for this season have closed. The construction and the inspection of these jobs will continue over the next number of months. The work continues on the Central Street Watermain replacement project and will continue for the entire construction season. Paving and Sidewalk tenders are set to begin shortly with the infill tender starting later this summer. The City has updated the webpage to outline the various projects throughout the City to be done this year, and will provide regular updates to the status of individual sections or projects.

Staff continues to review and assist the public with pending developments and building permits to be issued for this year. Staff have been busy with a few planning related activities this past month. This month we again have a number of applications to bring through the various meeting stages for consideration.

23 building permits with a value of a little over $1.8 M were issued for the month of May with a total year to date of 106 permits, for a value of $22 M. We issued 3 permits for change of use for tourism rentals and home based business, 2 permits for demolitions and we also issued 4 permits for renovations and additions. We also issued 4 permits for 2 semidetached, 5 mini home placements, 3 permits for pools, decks and Accessory building. This is a typical mix of permits for this time of year as home owners are renovating their properties.

Developers are stopping in and speaking to staff for assistance with their proposed projects for 2022. Citizens are also encouraged to continue to ask for assistance with their projects that they may have planned for 2022.

Aaron MacDonald

Director of Technical Services

Monthly Report

Council Meeting Date:	June 2022

Department/Committee:	Department of Economic Development

I am pleased to present a very brief summary for the monthly report of Economic Development.

Again the past month has been filled with a high level of demand for investment advice in Summerside, seen being driven by local pent up demand as well as new business establishments committing to Summerside. Obviously with the current market conditions in Summerside we are constantly working hard to satisfy demand both in terms of commercial and industrial space but also assist partner organizations and business with their needs for housing in Summerside.

The office has handled over 56 unique client inquiries on every subject from residential to commercial space needs, labour supply and other pertinent investment information on our market

Obviously immigration continues to be a driving force in our growth and to put into perspective, One year ago, 95/234 Summerside PNP entrepreneurs had landed on PEI. Now, we have passed the halfway point at 140/234, with the remaining people arriving 2022-2025.

-In 2021, Summerside had 16.3% of all PEI immigrant permanent landings. In 2015, this number was 2.1%.

We are seeing a surge in Information Technology companies' expansion and Startup and the constriction in space continues to hamper our efforts to grow the economy, but we are making strides. And recently Bluwave – Ai just hired its first 2 talent AI programming specialists, homegrown right here in PEI

As for Summerside's leadership in the Clean tech space, leading in skills transfers and economic impact ensuring of the $66 million as much is spent locally – the lead contractor and its subsidiaries are employing over 14 islanders some whom are still students get hands on experience, the hiring of an addition 11 UPEI and Holland College students to work with AKA and the hiring of local contractors and suppliers with estimated contracts over $8.0 million to the local economy. Not only is Summerside leading the way in Clean Tech it is also investing heavily in local talent and skills.

Our leadership on the Health Recruitment files continues to absorb vast amounts of our office resources with our new collaborative model as we try to assist in attracting and settling new medical practitioners.

The office continues to work through some of its legacy files including Core Block, Hippenstall and Holland College as well as Eco Park Building one. We hope to be able to speak publicly about all the progress we are having on these files.

The office has met on several occasions with some significant investors looking to transform some downtown real estate in which we hope to announce in short order in partnership

Finally, the office is spearheading a GHG benchmark study and working on a path towards net zero tactical plan slated to be completed in late fall

This concludes my monthly report

Councillor Brian McFeely
Chair Economic Development

Monthly Report

Council Meeting Date:	June 20th, 2022

Department/Committee:	Summerside Police Services

Committee and Volunteer Work

Members attended meetings for the Bridge Program, and other provincial organizations including a Police Executive Committee meeting in Ch*Town and a PEI Chief's meeting at the APA. Cst. Metallic also took part in her first MCPEI Indigenous committee meeting.

Training and Service Enhancements

Several members attended a video presentation on Extremism, one member attended a training on Peer Support in Ch*Town, seven members attended training in Ch*Town on Incident Command, seven members attended training in Ch*Town on Domestic Violence Prevention, One member attended training on DRE (Drug Recognition Expert) in NFLD, Several members attended a Zoom meeting at SPS on Harassment in the Workplace. One member attended a week long course at UPEI on Critical Incident Response.

Community Policing Activities

Two members took part in the LETR (Law Enforcement Torch Run) in aid of Special Olympics and also escort carried out for the LETR, escort provided for the Family Violence Prevention walk in Summerside, police and fire escort provided to the city limits for Western Caps as they headed West to the Centennial Cup championship in Saskatchewan, several members attended a BBQ at Notre Dame Place, Writer & Dep/Chief attended at the signing of the Family Violence Prevention proclamation.

Occurrence Statistics

The following is a list of some of the occurrence totals for three months for comparison.

PROS Files	**May**	**April**	**March**
Calls for Service	567	553	605
Traffic Accidents	21	12	13
Reported Crimes of Assaults & Threats	18	29	38
Theft Reports	22	37	31
Impaired Driving Offences (Blow Over 80, Refusal, Etc)	7	4	5
Highway Traffic Charges (Includes Speeding)	86	79	91
Break & Enter Reports (Business & Residential)	4	9	4
Drug Enforcement Charges (Does not include JFO charges)	7	8	5

Any questions can be directed to Chief Poirier or Dep/Chief Walker

City of Summerside
Prince Edward Island

Monthly Report

Council Meeting Date:	June 2022

Department/Committee:	Fire Services

May 2022 Report

There were 24 paged out calls during the month:

2 - Medical First Responder Calls
5 - Alarm Panel Calls
3 – Motor Vehicle Accidents/Fires
1 – Structure Fire
2 - False Alarms
1 – Mulch Fire
3 – Carbon Monoxide Calls
1 – Smoke Complaint
2 - Miscellaneous Calls
4 - Cancelled Calls

Firefighters trained for a total of 139.5 hours in the following activities during the month.

May 02/22 - Hydrant Hook Up
May 02/22 - Pump Training
May 02/22 - Truck Work
May 09/22 - Pack Hose
May 09/22 - Hose Testing
May 11/22 - Air Brake Exam Prep
May 15/22 - Proctor Level 2 Final Exam
May 016/22 - Hose Testing
May 016/22 - Pump Training
May 23/22 - Level 1 Exam Homework
May 30/22 - Pump Work/Hose Testing

Notes:

- Congratulations to firefighter Stephen DesRoche for his recent promotion to the position of Captain. Stephen is a 29-year veteran of the department and was awarded the position by placing first in a three-person competition.

- Pre-plans continue to be developed for Summerside schools and city owned buildings. These pre-plans will assist our firefighting teams with the layout for buildings that they may otherwise ever go into.

- Summerside Fire Service has initiated a new OH&S policy that will see firefighters go through annual hearing tests to be sure there hearing is not being compromised.

Regards,

Ken

Ken Culleton
Admin Assistant
Summerside Fire Services

COUNCIL MINUTES

Monthly Council Meeting Minutes

May 16, 2022

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron
Councillor Barb Ramsay
Councillor Cory Snow
Councillor Greg Campbell
Councillor Carrie Adams
Rob Philpott, Chief Administrative Officer
Kristen Dunsford, Director of Financial Services
Brian Hawrylak, HR Officer
Members of the Public

Call to Order / Approval of Agenda / Any Conflict of Interest Declaration

The meeting was called to order by Mayor Stewart at 630pm

Motion It was moved and seconded;
That The Agenda be approved as circulated.
Motion Carried

Conflict of Interest Declaration – There were no conflicts declared by any Council member with any item on the agenda

Approval of the Minutes

Motion It was moved by and seconded;
That The minutes of the Monthly Meeting dated April 18, 2022 and the minutes of the Special Council Meeting dated April 13, 2022 be approved as circulated.
Motion Carried

Presentations

Jr. Mayor & Council

"Greetings your honor, deputy mayor, and council. My name is Alivia Johnston and I want to start off by thanking everyone here tonight for this incredible opportunity. Over the past 2 months I discovered things I had never thought of before, along with that, I developed ideas on how to improve and highlight the key features that make Summerside a place that people want to stay and live.

First and foremost, last time when we were here Councillor Justin Doiron commented on needing more youth in politics and also just being involved in our city as a youth. That comment stuck with me and I thought about it continuously throughout the tour. How can we push our youth to better understand and aid in the inner workings of this city? The biggest thing I believe is more exposure. More exposure to what Summerside is as a community. We could set up programs where we focus on giving our youth things to do around the city, such as internships, gardening programs, and historical tours geared towards youth. Advertising for these programs and projects can even be done by the youth posted on Summerside's social media websites.

Next, Summerside has expanded and grown so much these past few years and I think it's crucial we acknowledge the growth and the people that have come to assist with that growth. Respecting and acknowledging the culture of others is really what makes a community thrive. What makes Summerside thrive. That is why I propose starting a cultural home, storing all different types of culture. This could include pictures, stories, and artifacts from all different areas. And we could even hire youth to work there.

My next recommendation is while visiting the fire stations, the deputy chief informed us that their firefighting gear only lasts 10 years, he mentioned that if they got 3-6 batches of equipment a year then they would be set.

To add to that, since our population is growing the police department needs more bodies, we were told that an increase in the budget would really assist them in making that a reality.

My next idea is to start a program called "Green Teams", with the weather getting nicer, I think our city should return to something it has thrived on for so many years and that is communal gardens and green spaces. I propose we have teams of people each assigned to certain locations, working together to keep the green spaces in our city in the best possible condition they can be in.

As you know, there is constantly a need and a push by our youth to have more teen-oriented places. When asking our youth what can Summerside improve on this is our number 1 response, and I recommend instead of creating another building look at expanding what is already pre-existing. Focus on giving the CUP more teen oriented activities, look at hosting teen activities at Greenshores, and even funding places that teens already go to.

Lastly, a widely shared idea between my fellow councilors and I is we need more development downtown on Water Street. The waterfront is an exceptional area for tourists to hang out and visit restaurants, but we need more. I believe this city could improve that area much more by adding restaurants and overall making the place look more attractive. We could even give a grant for any restaurants and businesses that have an interest in building there.

To conclude, I proposed countless times on my tour to all different types of employees of the city, "What do you feel you need", and almost all responded to me that right now they have all they could ever ask for and are extremely content. I want to applaud our city for being innovative enough to satisfy so many different fields. To

end this report I would like to thank Mr. Sears, for making this program possible and for all the support along the way. And to Ashley Schurman for assisting us on the tour, and my councilors who inspired me. A final thank you to the council, the deputy mayor, and your honor. I applaud and appreciate all the work each and every one of you has put in to make this town run so smoothly. Thank you."

Summerside and Area Chamber of Commerce

Tara Maddix, Executive Director of the Summerside and Area Chamber of Commerce, made a presentation regarding the municipal scorecard. Its been a number of years since one was completed and presented to City Council.

One section was on stewardship, another on City Council and another on economic environment.

City Council and the Chamber of Commerce will meet again to discuss the findings.

Planning Board - Chair, Councillor Brian McFeely

Resolution COS 22-051 It was moved and seconded;
WHEREAS an application for a major subdivision was received from MacDuff Holdings Inc., to subdivide PID # 615278 into 50 lots, shown on preliminary subdivision plan prepared by HGE Engineering Inc. titled "Conceptual Subdivision Plan ", Sheet No: 1, dated April 18, 2022;

AND WHEREAS in accordance with section 3.6 of the Subdivision and Site Development Bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Conformity with the Zoning Bylaw;
- The 'orderly and following' nature of the development;
- Physical suitability of the site for the proposed development, including avoidance of natural hazards, un-due water run-off, or environmental damage;
- Compatibility of the proposed development with the present and future surrounding patterns of streets, lots and services, including conformity with any City concept plans;
- Adequacy of the applicant's proposal for traffic circulation, parking pedestrian access, water supply, sewage disposal and storm drainage, including the adequacy of City streets and services to handle increased loads;
- Suitability of Parkland provisions;
- Impacts on City finances and budgets;
- Proof of conformity with any applicable Provincial legislation and regulations;
- Other matters as considered relevant.

Be It Resolved That Council grant preliminary subdivision approval in accordance with Section 8.5 of the Subdivision and Site Development Bylaw, to MacDuff Holdings Inc., to subdivide PID #615278 into 50 lots, shown on preliminary subdivision plan prepared by HGE Engineering Inc. titled "Conceptual Subdivision Plan ", Sheet No: 1, dated April 18, 2022, subject to the following conditions:

- The developer satisfies all municipal servicing requirements
- The developer satisfies the parkland dedication
- The developer enters into a subdivision construction agreement with the City.
- The developer shall satisfy the North Reads Creek Conservation Area Extension (820) and the Reads Creek Greenway (790)

This bears the recommendation of the Planning Board meeting held on May 3, 2022.
Resolution Carried 7-0

Resolution COS 22-052 It was moved and seconded;
WHEREAS an application for a major subdivision was received from Ipax Inc. to subdivide PID #937755 into 4 residential lots (Lot 22-1, Lot 22-2, 22-3 and 22-4) and approve Lot 05-9 (PID #937771) as shown on preliminary subdivision plan prepared Morris Geomatics and Engineering Ltd., drawing number 22023.101, plotted April 26, 2022;

AND WHEREAS in accordance with section 3.6 of the Subdivision and Site Development Bylaw, Council shall consider the following general criteria, as applicable:

· Conformity with all requirements of this Bylaw;
· Conformity with the Official Plan;
· Conformity with the Zoning Bylaw;
· The 'orderly and following' nature of the development;
· Physical suitability of the site for the proposed development, including avoidance of natural hazards, un-due water run-off, or environmental damage;
· Compatibility of the proposed development with the present and future surrounding patterns of streets, lots and services, including conformity with any City concept plans;
· Adequacy of the applicant's proposal for traffic circulation, parking pedestrian access, water supply, sewage disposal and storm drainage, including the adequacy of City streets and services to handle increased loads;
· Suitability of Parkland provisions;
· Impacts on City finances and budgets;
· Proof of conformity with any applicable Provincial legislation and regulations;
· Other matters as considered relevant.

Be It Resolved That Council grant preliminary subdivision approval in accordance with Section 8.5 of the Subdivision and Site Development Bylaw, to Ipax Inc. to subdivide PID #937755 into 4 residential lots (Lot 22-1, Lot 22-2, 22-3 and 22-4) and approve Lot 05-9 (PID # 937771) as shown on preliminary subdivision plan prepared Morris Geomatics and Engineering Ltd., drawing number 22023.101, plotted April 26, 2022, subject to the following conditions:

- The developer satisfies all municipal servicing requirements
- The developer enters into a subdivision construction agreement with the City.

This <u>bears</u> the recommendation of the Planning Board meeting held on May 11, 2022**.**

Resolution Carried 7-0

Resolution COS 22-053 It was moved and seconded;

Whereas an application was received from Marcel and Yvonne Gallant at 6 Marion Drive, PID #744052.

And Whereas Section 12 of the City of Summerside Zoning Bylaw states that a pool deck complete with guard shall be a minimum of 1.2m (4 feet) from a rear or side lot line.

And Whereas Section 7.2 of the zoning bylaw allows for a variance to be granted after Council has considered the following tests:

a. That the hardship is due to unique physical conditions of the lot or property, including small lot size, irregular lot shape, existing building location on the property, or exceptional topographical conditions, which make it impractical to develop in strict conformity with Bylaw standards. Exceptional topographical conditions may include, but are not limited to: trees, slope of the land, etc.
b. That the proposed variance meets the general intent of the official plan.
c. That the proposed variance meets the general intent of the zone.
d. That the proposed variance would not impact negatively on adjacent properties, or on the essential character of the surrounding neighborhood, including taking into consideration any comments from neighbors.

Be It Resolved that Council grant a variance of 25%, to allow a pool deck, c/w guard, 0.9m (3') from rear yard lot line.

This application bears the recommendation of the Planning Board Meeting of May 3, 2022.
Resolution Carried 7-0

Resolution COS 22-054 It was moved and seconded;
Whereas Richard Inglis is requesting Council approval in accordance with Section 13 of the *Licensing Bylaw CS-21* to operate a mobile sales establishment (Fork it Over) at 214 MacEwen Road (Bi-Rite Truck Parts 2000 Inc., property owner).

And Whereas Section 13 of the *Licensing Bylaw* provides that Council shall allow or refuse an application based on the following considerations:

- safety;
- desirability;
- impact on established businesses in the City;
- public convenience; and
- such other considerations as it deems appropriate.

Be It Resolved that Council grant approval to Richard Inglis to operate a mobile sales establishment (Fork it Over) at 214 MacEwen Road (Bi-Rite Truck Parts 2000 Inc., property owner). The license is subject to,

- Paying a license fee of $500 for a local business as per Licensing Bylaw CS-21 Regulations;
- Special events require written approval of the event organizer, submitted to the City three days in advance.

- A food health permit is approved by the Province;
- Litter disposal containers are provided on- site;
- Hours of operation 11:00 am to 8:00 pm;
- Connection of any pipe, hose, etc. to the City system requires City approval.

This bears the recommendation of the Planning Board Meeting of May 3, 2022.

Resolution Carried 7-0

HR & Legal Affairs, Culture Summerside and Policy & Bylaw Review Committee

Human Resources and Legal Affairs Report:

- *The Joint Occupational Health and Safety Committee as well as department sub-committees continue to meet on a regular basis*
- *The department provided support at various meetings this month*
- *Health and wellness programs for staff are continuing throughout spring and summer with 52 staff signed up for the most recent initiative*
- *Most seasonal positions have been filled*
- *Job postings are currently open for a Manager of Financial Services and GIS/CAD Foreman*
- *First aid, CPR and AED training continues to be held for staff*

Culture Summerside Report:

Summerside Armoury Project

Culture Summerside staff and community partners are preparing exhibit content for the opening of the newly renovated Summerside Armoury. Seven different exhibits are being developed. A grand re opening will be scheduled for a date next month.

Culture Summerside and Wyatt Heritage Properties Inc*.*

Culture and heritage staff are currently preparing for a full summer of programming that includes the Olde Fashioned Carnival, Summerside Arts Festival, DiverseCity Festival, Concerts in the Garden, Ghostwalk and a full roster of museum tours at all our heritage and cultural sites.

Summer Staff

Culture Summerside will be hiring summer staff to fill museum, and programming positions. Staff are currently reviewing applicants and are working with the HR department to interview and hire.

Summerside Lobster Carnival

Those interested in registering for the parade, the cardboard boat races, lobster trap stacking competition, or the biscuit and roll, trivia or amateur country music singing competitions can do so at summersidelobstercarnival.ca. The carnival's full schedule is available online.

Summerside Lobster Carnival

Lobster supper tickets are now on sale. Tickets for the July 8th and 9th lobster and cold cut suppers are now on sale through the Summerside Lobster Carnival online store. Visit the summersidelobstercarnival.ca to purchase.

Policy & Bylaw Review Committee Report:
"This evening, we will be conducting first reading of proposed changes to the City's Elections Bylaw. The amended bylaw incorporates various changes identified by Elections PEI to make the City's Elections Bylaw fully consistent with the other large municipalities, as well as the new regulatory amendments.

As Council is aware, BPR Committee has been working on proposed revisions to the Unsightly Premises bylaw. The goal is to strengthen the definition of what constitutes an unsightly or dilapidated property, as well as to propose some options for addressing properties that have been vacant for an extended period of time. The Committee has completed its work on this and presented this revised bylaw and a new Vacant Properties bylaw at the May committee meetings of Council a couple of weeks ago.

Tonight, we will also be conducting first reading of these new bylaws. If they are adopted by Council, they will both take effect following second reading at the June monthly meeting of Council.

This concludes my report for the month of May. I or the CAO would be pleased to answer any questions you may have."

CS-1-D is A bylaw to ensure the City's Election Bylaw remains consistent with recent regulatory amendments and the practice of Elections PEI in conducting municipal elections.

Resolution COS 22-055 It was moved and seconded;
Whereas amendments are required to the CS-1 Elections Bylaw

Be it resolved that CS-1-D A Bylaw to Amend the Elections Bylaw be read a first time

(CS-1-D attached)
Resolution Carried 7-0

Resolution COS 22-056 It was moved and seconded;
Be it resolved that A Bylaw to Amend the Elections Bylaw CS-1-D be declared read a first time
Resolution Carried 7-0

Unsightly Property Bylaw is a bylaw to provide minimum property standards and manage unsightly properties in the City of Summerside.

Resolution COS 22-057 It was moved and seconded;
Whereas A bylaw is required to provide minimum property standards and manage unsightly properties in the City of Summerside
Be it resolved that CS-11 Unsightly Property Bylaw be read a first time

(CS-11 Unsightly Property Bylaw attached)
Resolution Carried 7-0

Resolution COS 22-058 It was moved and seconded;
Be it resolved that CS-11 Unsightly Property Bylaw be declared read a first time
Resolution Carried 7-0

Vacant Property Bylaw is a bylaw to govern vacant buildings within the City of Summerside.

Resolution COS 22-059 It was moved and seconded;
Whereas It is desirable to regulate and secure vacant buildings within the City of Summerside

Be it resolved that CS-36 Vacant Building Bylaw be read a first time

(CS-36 Vacant Building Bylaw attached)
Resolution Carried 7-0

Resolution COS 22-060 It was moved and seconded;
Be it resolved that CS-36 Vacant Building Bylaw be declared read a first time
Resolution Carried 7-0

Financial Services – Chair, Deputy Mayor McColeman

Report:

"Good evening to my colleagues on City Council and to the residents and businesses of the City of Summerside.

Our year end audit will begin at the end of May and we are on target to meet our deadlines as set by the Government of PEI. In the next couple of weeks, we will be setting our annual meeting date, likely be held in late June. Our preliminary results are projecting a small surplus for 2021-22. We will report on 2022-23 year to date results starting with our June monthly report.

My report tonight contains an update on the status of our utility accounts receivable. As of May 6, 2022, the following is being reported:

- *Total overdue balance is $216,400 compared to $240,600 at April 12, 2022.*
- *Approximately 7.9% or $17,00 of the overdue balance is greater than 60 days past due (this compares to 10.9% or $26,300 at April 12, 2022).*

A few reminders to our utility customers:

1. *A customer portal is available where you can review your account details, access your utility bills and make payments (by credit card or visa debit). Please see our website www.summerside.ca and click on my utilities in the top right-hand corner to access this portal. Or, you can contact us at 902-432-1230 and we can send you an invitation to create your account.*

2. *A budget billing program, which calculates a fixed monthly installment based on the prior twelve month period, is available for residential customers. The application form is available on our website."*

Technical Services – Chair, Councillor Justin Doiron

Report:

The 2022 construction season and Capital projects have begun. Staff have the majority of the tenders for this season out and closed. This construction and the inspection of these jobs will continue over the next number of months. The first tenders to start work is the Watermain replacement tender on Central Street and it will continue the entire construction season, as it is replacing about 1.4 km of watermain. Other tenders are set to begin later in May. The City will be updating the webpage to outline the various projects throughout the City to be done this year, as well as providing regular updates to the status of individual sections or projects.

Staff continues to review and assist the public with pending developments and building permits to be issued for this year. Staff have been busy with a few planning related activities this past month. This month we again have a number of applications to bring through the various meeting stages for consideration.

Thirty-nine building permits with a value of a little over $11.5 M were issued for the month of April with a total year to date value of $20 M. We issued 4 permits for change of use and home based business, 3 permits for demolitions and we also issued 2 permits for Commercial Fit ups. We issued 5 commercial permits and 1 Institutional.

On the residential side we issued 18 permits for 9 semidetached, 3 for single family, 1 multi-unit permit went out this month as well for 1 - 8-unit building.

Developers are stopping in and speaking to staff for assistance with their proposed projects for 2022. Citizens are also encouraged to ask for assistance with their projects that they may have planned for 2022.

Municipal Services – Chair, Councillor Bruce MacDougall

Report:

The sewage treatment plant performed the following major maintenance this month:

- Repaired broken piping in the sludge transfer pump.
- Fertilizer has been shipped to farmers with warehouse being empty of fertilizer.
- Began sampling wastewater for covid 19 virus loadings for PEI Government.
- Cleaned the secondary clarifiers of debris from the winter and algae build up.
- Passed the acute lethality testing to ensure effluent is not toxic to fish habitats.

- Replaced the Cement-tech mixer auger that has been operating for 15 years now.
- Public works continue repairing rights of way with topsoil and seed being placed. Please be reminded that this work will continue until end of May.
- The New Street sweeper is due to arrive late May and is expected to start in June sweeping streets.
- Roadway asphalt repairs will start at the end of the Month of May and continue into late July.
- Traffic line painting has begun for crosswalks and stop bars and will continue until late October.
- Crosswalk flags have been replenished throughout the city.
- Boardwalk repairs have begun and will be complete by end of June.
- Sewage Lift Stations spring cleaning has been completed.
- Water curb-stop repairs are largely completed from frost heave causing breaks and needing to be reset to grade.
- Water Utility crews are assisting capital jobs in the city as they have started earlier than usually. Cedar street replacement and substation expansion work.
- Water crews performed two 6" taps on Putter's lane to relocate two hydrants for developments.
- Sidewalk Inspections are underway and will be repaired by mid-July for all hazards.
- Street signage and traffic signs are being replaced as needed from wear and tear.
- Two four way stop intersections were installed on Crozier Drive and Heron Avenue and Crozier Drive and Hillside Drive.

GENERAL OPERATIONAL STATISTICS:

Water and Sewer Utilities:

- 32 water samples were taken with clear of bacteria, water chemistry samples were collected with results to come in.
- 15 chlorination samples taken all within parameters.
- 12 water turn on and offs for the month.
- 5 sewer calls this month with one lateral being repaired on Wilmot lane.
- 6 new water and sewer installations inspected this month.
- Sewer effluent to harbor (423,495 cubic meters treated).
- 67,284 gallons of septage received to the plant from outlying areas. (Servicing the county).
- 395 Tons of Bio fertilizer was created this month at the Sewage Treatment Plant.

Electric Services – Chair, Councillor Greg Campbell

Report:

Work Tasks Highlights:

- Power Plant and Technicians Maintenance consisted of:
    - Cross walk lights at South Drive and Glenn Drive were repaired
    - Street light repairs along Foundry and First Streets were completed
    - City Hall Car Charger was repaired
    - Replacement radar sign was completed on Water Street East
    - Engine #7 annual maintenance cycle has been completed.
    - Engine #5 annual maintenance cycle has been initiated.
    - MacKenzie Drive lighting cabinet was replaced this month.
    - Boardwalk Lights repaired by Silver Fox curling club.
    - Thermal image study was conducted in the power plant.

- The Central Street pole replacement project is 50% complete – upgrade of line from round about to end of central at highway.
- Tree trimming along Pope Road and in and around Gavin estates is 75% complete. (to improve circuit reliability)
- Construction Materials are still a challenge. Some material orders are still open from last July/Aug (~10 months) for wire and connectors. Operations are frequently changing out material types to make it work. 200A service upgrades are particularly challenging for those that choose to heat electrically.
- The Sunbank Project is well underway with 50% of the piling completed and the metal racking being installed. The substation foundations have been started and are expected to be completed at 99 harvard Street by the end of June.

GENERAL OPERATIONAL STATISTICS:

Electric Utility:

- 52.0% of our Electricity came from wind this month.
- Generator run hours were 8.05 hours.
- 2 Heat for less now service calls.
- 23 new electric customers energized this month.
- 4 Electrical Service Upgrades
- 15 new poles were installed and 2 removed.
- 9 transformers were installed and 9 removed.
- 120 Meters of primary wiring installed
- 163 meters of secondary wiring installed.
- 41 service calls were responded to this month.
- 1 furnace was sold for Heat for less now program this month. Total now at 475 units.

Police/Fire& Emergency – Chair, Councillor Barb Ramsay

Police Report:

Committee and Volunteer Work

Members attended meetings for the Bridge Program, Criminal Intelligence PEI, Crime Stoppers, Provincial Harm Reduction Committee and other provincial organizations including a Police Executive Committee meeting

Training and Service Enhancements

Four members re-certified in Domestic Violence related training, three members re-certified in pistol training, three members attended at ADSE training which basically is a roadside instrument that tests for drugs, one member instructed in SFST (Standard Field Sobriety Training) to the cadets at the Atlantic Police Academy. Members continue to take police-related training on their own initiative through the Canadian Police Knowledge Network. (CPKN)

Community Policing Activities

Chief attended at city hall for the Mayor's Good Neighbour award and was the guest speaker recently at Career Bridges. Members attended a reception for the Jr. Mayor & Council at the Oval. Work continues with the PEI Integrated Impaired Driving Enforcement Initiative along with Highway Traffic Act enforcement with other police agencies.

Occurrence Statistics

The following is a list of some of the occurrence totals for three months for comparison.

PROS Files	**April**	**March**	**Feb**
Calls for Service	553	605	476
Traffic Accidents	12	13	23
Reported Crimes of Assaults & Threats	29	38	27
Theft Reports	37	31	18
Impaired Driving Offences (Blow Over 80, Refusal, Etc)	4	5	5
Highway Traffic Charges (Includes Speeding)	79	91	80
Break & Enter Reports (Business & Residential)	9	4	4
Drug Enforcement Charges (Does not include JFO charges)	8	5	4

Fire Report*:*

There were 17 fire calls during the month:

3 - Medical First Responder Calls
3 - Alarm Panel Calls
2 - False Alarms
1 - Outdoor Fire Violation
3 - Miscellaneous Calls
1 - Motor Vehicle Accident
4 - Cancelled Calls

Firefighters trained for a total of 1141.5 hours in the following activities during the month.

Apr /22 - Fire Investigator Course
Apr 2-3/22 - Level 1 Field Work
Apr 4/22 - Water Supply Session
Spring 2022 - Level 1 Class time
Spring 2022 - Level 1 Field Work
Spring 2022 - Level 1 Review/Test
Spring 2022 - Level 1 HAZMAT

Spring 2022 - Level 1 MFR Certification
Apr 06/22 - Air Brake Training
Apr 09/22 - Hose Testing
Apr 11/22 - Hose Testing
Apr 18/22 - Hose Testing
Apr 19/22 - OHS Meeting
Apr 22-24/22 - HAZMAT Operations Course
Apr 24/22 - Fitness
Apr 25/22 - Hose Testing
Apr 25/22 - Hose Lay
Apr 25/22 - Air Bag/Cribbing Training
Apr 25/22 - Hydrant Hookups
Apr 25/22 - Repacking Engine 1
Spring /22 - Online - Fire Investigation
Spring /22 - Online - Intro to Youth-Set Fires
Spring /22 - Online - Investigating Youth-Set Fires
Spring /22 - Online - Fundamentals of Interviewing

Notes:

- A huge thank you to everyone that helped us "Fill the Boot" on Easter weekend. Firefighters stood in front of the Atlantic Superstore asking for your support and our residents answered with over $5300 that will be donated in its entirety to the Muscular Dystrophy Association.

- Currently we have 6 firefighters working on level 1 and level 2 certifications. Over the past few months, they have trained for over 200 hours each and are now waiting on their final exam later in the month. Good luck firefighters.

The Firefighter's Association has been working on their first fundraiser in over two years. The always popular "*Squall at the Hall*" will be replaced this year by "*Summer Nights with the Ellis Family Band*". More details will be released in the coming weeks

Economic Development – Chair, Councillor Brian McFeely

Report:

Holland College *– Nothing new to report, demo slated in next couple of weeks.*

Cambridge Cleantech Event *– Summerside along with Province and High Commission in UK hosted an investor summit for clean tech investment in a virtual forum. Over 60 UK based companies interested in NA participated and lots of ongoing discussions now happening as we have planted the seeds*

Canadian Association of Emergency Room Physicians Conference *– EDO is taking a lead role in supporting PCH attendance at this annual event that brings together emergency room resources. Our own PCH will be at event trying to recruit much need ER Physicians and along with the Province Recruitment team we are looking to amp up our sales proposition for Summerside*

Net Zero *– EDO leading along with private and public sector continues to push towards creating Net Zero Summerside. We are working with some amazing partners and potential projects and look towards advancement on the clean tech file*

General Investment *– Despite supply chain and cost increases EDO continues to have preliminary discussions with investors on several fronts and its encouraging to note the interest in Summerside despite some overall global market challenges*

Community Services – Chair, Councillor Cory Snow

Report:

"Sometimes it's best to start with the end of the month as opposed to the beginning. The Summerside Western Capitals closed out the month as the Canadian Tire Cup Champions defeating the Truro Bearcats 4-1 in the best of seven series. The impressive regular season and play-off run will send the Caps to The Centennial Cup later this month. The official tournament schedule for the Centennial Cup is set for May 19-29 in Estevan, Saskatchewan. Congratulations to the Summerside Western Capitals!

The ice-surfaces at Credit Union Place had a busy month with three provincial hockey tournaments and the Summerside Figure Skating Association Ice Show which attracted participants, families, and friends from all over the island.

The sold-out spring edition of swimming lessons continued in April which was not the only component of the Aquatics Centre that was in high demand. Both underwater hockey and water polo were new activities that were added this month and piqued some interest for aquatics users. These two programs paired with water basketball have been offering some new activities for aquatics users.

The Multipurpose Dome at Credit Union Place continues to be busy with bookings from user groups, programs and private bookings. Easter weekend was a busy one with an Easter Egg Hunt and a visit from the Easter Bunny! The Dome also hosted the Atlantic Gymnastic Championships of which saw over 200 participants from all four Atlantic Provinces paired with friends and family who also spectated.

Sport Entertainment Tourism Summerside (SETS) are gearing up for a busy summer with nearly 30 events spanning over the next 6 months. From the International Canada Cup of Wrestling and Atlanticade Motorcycle Festival taking place in July to the 16U Girls Baseball Nationals in August, Summerside is gearing up for a busy time ahead.

The Parks and Greenspace division have been busy getting ready for the summer months and hosted the annual Earth Day Clean Up on Green's Shore which saw more then 100 residents take part and help clean up the City's waterfront area.

The meeting rooms and convention centre continue to see steady traffic with 32 bookings in the month of April and are looking towards a busy summer with the long list of upcoming events. "

Adjournment

Motion	It was moved and seconded;
That	The meeting be adjourned.
Motion Carried	

Basil L. Stewart
Mayor

Brian Hawrylak
HR Officer

Special Council Meeting Minutes

May 24, 2022

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron
Councillor Barb Ramsay
Councillor Cory Snow
Councillor Greg Campbell
Councillor Brian McFeely
Councillor Carrie Adams
Rob Philpott, Chief Administrative Officer
Gordon MacFarlane, Deputy CAO and Director of HR & Legal Affairs
Brian Hawrylak, HR Officer
Linda Stevenson, Development Officer
Members of the Media
Members of the Public

Call to Order / Approval of Agenda / Any Conflict of Interest Declaration

The meeting was called to order by Mayor Stewart at 6pm

Motion	It was moved and seconded;
That	The Agenda be approved as circulated.
Motion Carried	

Public Meeting #1

433, 437 & 447 Water Street Official Plan & Zoning Amendments

Background

An application was received from Tyler MacDonald (agent for property owner G Morris Caseley Ltd.) for PID #301259 (433 and 437 Water St) to amend the *City Official Plan* from Commercial land use to Residential land use and to amend the *Zoning Bylaw* from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone and for PID #301234 (447 Water St) to amend the *Zoning Bylaw* from Medium Density (R3) zone to High Density Residential (R4) zone. The purpose of the zoning amendment is to allow a row house/townhouse (10 unit) in the proposed R4 zone.

Proposed Official Plan Amendment:

- Change the land use from Commercial to Residential land use (PID #301259)

Proposed Zoning Bylaw Amendment:

- Change the zoning from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone (PID #301259).

- Change zoning from Medium Residential (R3) zone to High Density residential (R4) zone (PID #301234).

The application was advertised in the May 9th edition of the Guardian and letters were mailed to property owners within 60m or 200 ft of the subject properties.

Neighbourhood Commercial (C3) Zone (Current Zoning PID #301259)

24.1 The purpose of this zone is to provide for small-sized commercial uses that serve the convenience needs of nearby residents and are compatible with residential neighbourhoods.

Permitted Uses

24.2

C3 Zone - Permitted Uses		
COMMERCIAL		
child care facility: small, medium and large	food store: convenience store	personal service shop
accessory building		
RESIDENTIAL		
ancillary residence, two maximum (see additional standards in Section 8)		

Discretionary Uses

24.3 Subject to Council approval:

C3 Zone - Discretionary Uses		
COMMERCIAL		
medical office	restaurant: dining room and take-out	
fitness centre	business/professional office	
INSTITUTIONAL		
utility facility		

Medium-Density Residential (R3) Zone (Current Zoning PID #301234)

17.1 The purpose of this zone is to provide for medium-density housing in the form of single-family, semi-detached, duplex dwellings, townhouses, row houses and other compatible uses.

Permitted Uses

17.2 Subject to Bylaw requirements:

R3 Zone - Permitted Uses		
single family dwelling	duplex dwellings	assisted living
semi-detached dwellings	accessory building	manufactured home: mobile home lawfully existing prior to 1999

Discretionary Uses

17.3 Subject to Council approval:

* Also requires Conditional Use approval

R3 Zone - Discretionary Uses		
child care facility: medium	boarding house	social services agency
group home	nursing care facility: community care and nursing home	tourism establishment*: tourist home and inn
townhouse - 8 units per building maximum	row house – 8 units per building maximum	apartments: 4 units maximum
rooming house		

Conditional Uses

17.4 Subject to a Development Officer approval:

R3 Zone - Conditional Uses		
home based business	secondary suite	tourism establishment: B&B and vacation rental property

High Density Residential (R4) Zone (proposed zone for PID #301259 and PID #301234)

19.1 The purpose of this zone is to provide for high-density housing in the form of apartments, as well as housing in the form of single-family, semi-detached, duplex dwellings, row house, townhouse and other compatible uses.

Permitted Uses

19.2 Subject to Bylaw requirements:

R4 Zone - Permitted Uses

single family dwelling	assisted living	row house
semi-detached dwelling	duplex dwelling	townhouse
apartment building	group home	nursing care facility: community care and nursing home
boarding house	child care facility: medium	social services agency
accessory building	rooming house	

Discretionary Uses

19.3 Subject to Council approval:

R4 Zone - Discretionary Uses		
tourism establishment*: tourist home and inn		

* Also requires Conditional Use approval

Conditional Uses

R4 Zone - Conditional Uses		
home based business	tourism establishment: B&B and vacation rental property	secondary suite

Comments & Questions

Tyler MacDonald, Wil-Mac Construction, representing the property owner, stated it is a 10 unit townhouse development, similar to what is down the street. Parking will be in the back as opposed to the front.

Councillor Ramsay asked if 3 stories is as high as they had planned. Mr. MacDonald stated the reason they went with R4 was to get the higher density and would not be going higher than 3 stories.

Councillor Snow stated that he has heard from residents who are concerned about the building height and how the cars driving in behind would affect their property and if there is any consideration for fencing between properties. Mr. MacDonald stated that there is currently separation on the back of the property, they can look at separation if needed. Councillor Snow stated that he didn't think the separation ran along the whole property.

Mr. MacDonald state that the driveway would be coming off of Water Street on the west side with garage parking.

Councillor MacDougall inquired as to the difference in the height between R3 and R4. Staff stated that in residential zones, the maximum height is 10.5 meters or 34.4 feet and it does not vary between an R4 and R3.

There will be a garage for each unit in the back of the building.

Councillor McColeman inquired if there would be any consideration for accessible units with wider doors. Mr MacDonald said not with this development but have plans with other projects. If approved, they hope to have the foundation in for this project done in the fall. For the buildings that are there, he would rather find an owner for them rather than have them demolished.

Terrance Payne, representing his parents on Water Street just had their property surveyed and wanted to ensure it matches up. Mr MacDonald stated that they will make sure the pins are accurate.

Carol Thompson, Water Street west, asked how many bedrooms would the units have and how many parking spaces and green space and if it would be net zero and garbage bins. Mr. MacDonald stated that they would be 3 bedroom units with a parking space in the garage and one outside in front of the garage. He stated that each unity would have 20 feet of green space in front of the property, and it wouldn't be net zero, it would be R200 standards and would have regular residential garbage bins.

Staff stated that the development will have to meet development standards for required rear, front and side yards.

Ms. Thompson asked if there would be a fence built for the entrance into the rear parking as she is on the corner lot. Mr. MacDonald stated it is something that they could look at and talk about.

Explanation of the process

In order to process a zoning bylaw amendment, the following steps are required:

(1) The zoning bylaw amendment is read a first time and declared as read at a first Council meeting.
(2) The zoning bylaw amendment is referred to Planning Board for review and recommendation.
(Steps 1 and 2 take place at the same meeting of Council and will take place this evening)

(3) Planning Board reviews the application and prepares a recommendation to Council.
(Step 3 takes place at Planning Board meeting scheduled for May 31)

(4) The zoning bylaw amendment is read a second time and declared as read at a second Council meeting.
(5) The official plan amendment is read to be adopted by Council, the resolutions will be either carried or defeated by vote of Council. If the official plan amendment, is adopted by Council, the amendment is sent to the Minister of Agriculture and Land for signature and the amendments becomes official. If the official plan amendment is defeated, the zoning bylaw amendment will be defeated as well, as the zoning amendment cannot contradict the official plan amendment.
(6) The zoning bylaw amendment is read to be adopted by Council, the resolution will be either carried or defeated by vote of Council. If the zoning bylaw amendment, is adopted by Council, it is sent to the Minister of Agriculture and Land for signature and the amendment becomes official.
***(Steps 4- 5 take place at Council's second meeting scheduled for June 7*)**

Please note, that in accordance with section 5.20 of the *City Zoning Bylaw*, any person who is dissatisfied by a decision of Council in respect of the administration of this Bylaw, may appeal Council's decision within 21 days to the Island Regulatory & Appeals Commission [IRAC].

Resolutions

COS 22-061
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for PID # 301259 from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone under the *City of Summerside Zoning Bylaw*;

BE IT RESOLVED THAT zoning amendment 136, be hereby declared as read a first time.

[schedule B is attached]

ZONING AMENDMENT 136
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the *Planning Act R.S.P.E.I. 1988 Cap. P-8* hereby enacts as follows:

I. The zoning for PID # 301259 shown on Schedule B of the *City of Summerside Zoning Bylaw*, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Neighborhood Commercial (C3) Zone.

Motion carried 8-0

COS 22-062
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for PID # 301259 from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone under the *City of Summerside Zoning Bylaw*;

AND WHEREAS zoning bylaw amendment 136, a bylaw to amend the *City of Summerside Zoning Bylaw,* was read and declared as read a first time at this Council meeting;

BE IT RESOLVED THAT zoning bylaw amendment 136, a bylaw to amend the *City of Summerside Zoning Bylaw* be hereby referred back to the Planning Board for review and recommendation.

Motion carried 8-0

COS 22-063
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for PID # 301259 From Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

BE IT RESOLVED THAT zoning amendment 137, be hereby declared as read a first time.

[schedule B is attached]

ZONING AMENDMENT 137
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the Planning Act R.S.P.E.I. 1988 Cap. P-8 hereby enacts as follows:

I. The zoning for PID # 301259 shown on Schedule B of the City of Summerside Zoning Bylaw, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Neighbourhood Commercial (C3) zone.

Motion carried 8-0

COS 22-064
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G Morris Caseley Ltd.) for a zoning amendment for PID # 301259 from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone under the *City of Summerside Zoning Bylaw*;

AND WHEREAS zoning bylaw amendment 137, a bylaw to amend the *City of Summerside Zoning Bylaw,* was read and declared as read a first time at this Council meeting;

BE IT RESOLVED THAT zoning bylaw amendment 136, a bylaw to amend the *City of Summerside Zoning Bylaw* be hereby referred back to the Planning Board for review and recommendation.

Motion carried 8-0

COS 22-065
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G Morris Caseley Ltd.) for a zoning amendment for PID # 301234 From Medium Density Residential (R3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

BE IT RESOLVED THAT zoning amendment 138, be hereby declared as read a first time.

[schedule B is attached]

ZONING AMENDMENT 138
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the Planning Act R.S.P.E.I. 1988 Cap. P-8 hereby enacts as follows:

I. The zoning for PID # 301234 shown on Schedule B of the City of Summerside Zoning Bylaw, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Medium Density Residential (R3) zone.

Motion carried 8-0

COS 22-066
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G Morris Caseley Ltd.) for a zoning amendment for PID # 301234 from Medium Density Residential (R3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 138, a bylaw to amend the City of Summerside Zoning Bylaw, was read and declared as read a first time at this Council meeting;

BE IT RESOLVED THAT zoning bylaw amendment 138, a bylaw to amend the City of Summerside Zoning Bylaw be hereby referred back to the Planning Board for review and recommendation.

Motion carried 8-0

Adjournment

Public Meeting #2

658 Water Street east – Restricted Use

Background

An application was received from Atlantic Human Services Inc. (agent for property owner, DTT Home Craft Inc.) for PID #73494. This application will require City Council approval to allow a "Group Home" in the Service Commercial (C2) zone.

The application was advertised in the May 9th edition of the Guardian and letters were mailed to property owners within 60m or 200 ft of the subject properties.

Comments & Questions

The applicant is invited to make comments. *(Joffre Theriault, President and CEO of Atlantic Human Services Inc.)*

Mr. Theriault, introduced a number of counterparts with him this evening.

He stated that they have worked with offenders and paroles for over 25 years. They have been operating a 20 bed community residential facility in Moncton. They have worked with former Islanders who were incarcerated and worked with them to come back home to their community. His organization was approached by district parole services over 3 years ago as it was felt there was a need for a smaller program to help people transition back to their home community on PEI.

Mr. Theriault is the founder of Atlantic Human Services, which started in 1996. Their facility in Moncton started in 1997. They do have an employment agency to help people find and maintain jobs.

He explained the process for a halfway house, they would be working with individuals doing federal sentences, 2 years plus 1 day. The process for reintegration starts when they become incarcerated with a plan put in place to address their needs and risk factors. Working with professionals, the individuals make their way towards parole eligibility dates. They have a community assessment team that includes a service provider like Atlantic Human Services Inc., law enforcement, the parole service and a parole officer that presents the case. Things taken into consideration include how the progress has gone while incarcerated.

Atlantic Human Services Inc. make their decision to accommodate based on community supports, institutional progress and support of individuals while incarcerated.

Mr. Theriault stated that the facility will be staffed 24/7. Residents whereabouts are tracked all the time. Residents need to work or be involved in volunteering depending on where they are with their case plan. Any infractions are reported to the Correctional Service of Canada. Parole Board violations from 20 years, the 1700 individuals that the Moncton facility has worked with had 15% of parole violations. The majority of violations would be because of drug or alcohol use. Actions that would then be taken include the suspension of parole and the return to a correctional facility until the situation is assessed. Mr. Theriault stated that from a public safety perspective no chances are taken. 1.6% of the violations resulted in new charges, 6.5% of the individuals would have gone at large. Residents have curfews with midnight being the latest time, if residents are more than 10 minutes late, Corrections Canada is contacted.

In a response to a question from Mayor Stewart, individuals can be on parole and not in one of these facilities. The facility would have external video surveillance.

Case managers create an intervention plan with clear objectives and milestones and residents will meet with parole officers to make sure progress is going in the right direction.

Mr. Theriault stated that individuals have a higher chance to successfully integrate if they are close to positive supports in their community. There would be 6-8 jobs with this facility along with on call professionals. He would like to put in place a community advisory panel that would work with issues around policy and community concerns.

The property on Water Street would be renovated to have double rooms on the main floor. Renovations would be around $200,000

Mr. Theriault stated that the individuals would be coming from Dorchester or Springhill and will be monitored and supervised extensively.

In response to a question from Councillor Ramsay, Mr. Theriault stated that the government has standards for staffing. Student placement from universities would begin at such a facility. He stated that the average stay is 6 months.

Mr. Theriault stated that this rezoning is the last step in the sale of the building. They do have a good neighbour policy for anybody who wants more information about the program or questions or concerns are asked to reach out to contact them. He stated that in 26 yeasts, they have never had residents commit offenses in the neighbourhood of the facility.

Councillor McFeely stated that the concern for the area residents would be seniors and this would be a concern for them. Mr, Theriault stated that their doors would always be open to address their concerns and as soon as they start to operationalize. They could take possession in July and have to honour a lease until October with renovations beginning in November. Training is extensive. From what he has read and heard, property values are not impacted when a facility is in a neighbourhood.

Estelle Perry, Market Street, inquired where the property is, and was told where Heckbert Studio used to be on Water Street.

Brenda MacQuarrie, Water Street, had a question she had earlier answered regarding property values and asked why it doesn't go to St. Eleanor's house.

Explanation of the process

In order to process a restricted use, the following steps are required:

(1) The restricted use is read at a public meeting.
(Step 1 will take place this evening)

(2) Planning Board reviews the application and prepares a recommendation to Council.
(Step 2 takes place at Planning Board meeting scheduled for May 31, 12 noon)

(3) The restricted use is read to be adopted by Council, the resolution will be either carried or defeated by vote of Council.
(Step 3 take place at Council's second meeting scheduled for June 7)

Please note, that in accordance with section 5.20 of the *City Zoning Bylaw*, any person who is dissatisfied by a decision of Council in respect of the administration of this Bylaw, may appeal Council's decision within 21 days to the Island Regulatory & Appeals Commission [IRAC].

Adjournment

Motion	It was moved and seconded;
That	The meeting be adjourned.
Motion Carried	

Basil L. Stewart
Mayor

Brian Hawrylak
HR Officer

Special Council Meeting Minutes

June 7, 2022

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron
Councillor Barb Ramsay
Councillor Cory Snow
Councillor Greg Campbell
Councillor Brian McFeely
Councillor Carrie Adams (via Zoom)
Rob Philpott, Chief Administrative Officer
Kristen Dunsford, Director of Financial Services
Brian Hawrylak, HR Officer
Members of the Media
Members of the Public

Call to Order / Approval of Agenda

The meeting was called to order by Mayor Stewart

Motion	It was moved and seconded;
That	The Agenda be approved as circulated.
Motion Carried	

Resolutions

COS 22-086
It was moved and seconded
Be it resolved that Council supports the Planning Board recommendation at the Planning Board meeting of June 7, 2022, and this application (658 Water Street) is hereby denied

Discussion:

Councillor McFeely stated that the process restricts Council from expressing an opinion until this point in time. He stated that he felt it is his duty and responsibility to represent citizen views at Council and know that this was a difficult issue. He thanked resident s for taking the time to get involved and it was his intent to support the residents.

Councillor Ramsay stated that they have to follow a process. She stated that she thought it was a group home and didn't realize until the last meeting date that it was not a group home and thanked residents.

Councillor Adams thanked those for coming out tonight. She stated that the feedback was consistent from residents in not wanting this in the community.

Councillor MacDougall stated that it means a lot when the public shows up and this was a topic of conversation where he went and thanked those for the support.

Councillor Doiron stated that he didn't want this in anyone's backyard and is all for rehabilitation and reintegration but the message tonight showed that it was not welcome here.

Deputy Mayor McColeman stated that it does make a difference when people become engaged. It is the residents that have put them in their role and have to be held accountable. The reports received allow them to make an informed decision.

Councillor Snow thanked residents for coming tonight and no one wants residents feeling unsafe in the community so it was important to deal with this in a timely manner. He stated that the notification range used for applications is something that is being looked at.

Councillor Campbell stated that everyone was polite and is humbled to serve residents.

Mayor Stewart stated that the Mayor can only vote when there is a tie and stated that he has the same thoughts as Council.

Staff confirmed that there is a 21 day appeal period where anyone can make an appeal to IRAC.

Motion carried 8-0

Councillors Adams and MacDougall were absent for resolutions COS22-067 to COS 22-085

COS 22-075
It was moved and seconded
WHEREAS an application was initiated by the City of Summerside to amend the future land use plan, for a portion of PID # 322339 from Parkland land use to Residential land use under the *City of Summerside Official Plan*;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

Be It Resolved That official plan amendment 125, to amend the *City of Summerside Official Plan* be hereby formally adopted.

[schedule B is attached]

This bears the recommendation of the Planning Board meeting held on May 24, 2022**.**

OFFICIAL PLAN AMENDMENT 135
TO AMEND THE CITY OF SUMMERSIDE OFFICIAL PLAN

The Council of the City of Summerside under authority vested in it by Section 18 of the *Planning Act R.S.P.E.I. 1988 Cap. P-8* hereby enacts as follows:

I. The land use for a portion of PID # 301259 as shown on Schedule B of the *Future Land Use Plan*, is designated as Residential land use, hereby excluding it from its former designation of Commercial land use under the *City of Summerside Official Plan*;

Motion carried 4-2 (Councillors Ramsay and Campbell voted against)

COS 22-076

It was moved and seconded
WHEREAS an application was initiated by the City of Summerside to amend the Parks and Greenspace Plan, for a portion of PID # 322339 from Parkland land use to Residential land use under the *City of Summerside Official Plan*;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

Be It Resolved That official plan amendment 127, to amend the *City of Summerside Official Plan* be hereby formally adopted.

[schedule B is attached]

This bears the recommendation of the Planning Board meeting held on May 24, 2022**.**

OFFICIAL PLAN AMENDMENT 135
TO AMEND THE CITY OF SUMMERSIDE OFFICIAL PLAN

The Council of the City of Summerside under authority vested in it by Section 18 of the *Planning Act R.S.P.E.I. 1988 Cap. P-8* hereby enacts as follows:

The Parks and Greenspace map amendment is to delete a portion of the Tower Street Mini-Park - 140.

Motion carried 4-2 (Councillors Campbell and Ramsay voted against)

COS 22-077
It was moved and seconded
WHEREAS an application was initiated by the City of Summerside for a zoning amendment for a portion of PID # 322339 from Parkland (P) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 126, a bylaw to amend the City of Summerside Zoning Bylaw was read and declared as read a first time at the Council meeting held on March 11, 2022;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

BE IT RESOLVED THAT zoning amendment 126, a bylaw to amend the City of Summerside Zoning Bylaw be hereby declared as read a second time.

This bears the recommendation of the Planning Board meeting held on May 24, 2022.
[schedule B is attached]

ZONING AMENDMENT 126
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the Planning Act R.S.P.E.I. 1988 Cap. P-8 hereby enacts as follows:

I. The zoning for a portion of PID # 322339 shown on Schedule B of the City of Summerside Zoning Bylaw, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Parkland (P).

Motion carried 4-2 (Councillors Campbell and Ramsay voted against)

COS 22-078
It was moved and seconded
WHEREAS an application was initiated by the City of Summerside for a zoning amendment for a portion of PID # 322339 from Parkland (P) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 126, a bylaw to amend the City of Summerside Zoning Bylaw, was read and declared as read at two separate meetings of Council held on different days;

BE IT RESOLVED THAT zoning bylaw amendment 126, a bylaw to amend the City of Summerside Zoning Bylaw be hereby formally adopted.

Motion carried 4-2 (Councillors Campbell and Ramsay voted against)

COS 22-079
It was moved and seconded
WHEREAS an application was initiated by Boys & Girls Club of Summerside Inc. for a zoning amendment for PID # 303859 from Medium Density Residential (R3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 130, a bylaw to amend the City of Summerside Zoning Bylaw was read and declared as read a first time at the Council meeting held on March 11, 2022;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

BE IT RESOLVED THAT zoning amendment 130, a bylaw to amend the City of Summerside Zoning Bylaw be hereby declared as read a second time.

This bears the recommendation of the Planning Board meeting held on May 24, 2022.
[schedule B is attached]

ZONING AMENDMENT 130
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the Planning Act R.S.P.E.I. 1988 Cap. P-8 hereby enacts as follows:

I. The zoning for PID # 303859 shown on Schedule B of the City of Summerside Zoning Bylaw, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Medium Density Residential (R3).

Motion carried 6-0

COS 22-080

It was moved and seconded
WHEREAS an application was received from Boys & Girls Club of Summerside Inc. for a zoning amendment for PID # 303859 from Medium Density Residential (R3) zone to High Density Residential (R4) zone under the *City of Summerside Zoning Bylaw*;

AND WHEREAS zoning bylaw amendment 130, a bylaw to amend the *City of Summerside Zoning Bylaw,* was read and declared as read at two separate meetings of Council held on different days;

BE IT RESOLVED THAT zoning bylaw amendment 130, a bylaw to amend the *City of Summerside Zoning Bylaw* be hereby formally adopted.

Motion carried 6-0

COS 22-081
It was moved and seconded
WHEREAS an application was received from Boys & Girls Club of Summerside Inc. for a zoning amendment for PID # 303867 from Medium Density Residential (R3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 133, a bylaw to amend the City of Summerside Zoning Bylaw was read and declared as read a first time at the Council meeting held on March 11, 2022;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

BE IT RESOLVED THAT zoning amendment 133, a bylaw to amend the City of Summerside Zoning Bylaw be hereby declared as read a second time.

This bears the recommendation of the Planning Board meeting held on May 24, 2022.
[schedule B is attached]

ZONING AMENDMENT 133
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the Planning Act R.S.P.E.I. 1988 Cap. P-8 hereby enacts as follows:

I. The zoning for PID # 303867 shown on Schedule B of the City of Summerside Zoning Bylaw, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Medium Density Residential (R3).

Motion carried 6-0

COS 22-082
It was moved and seconded
WHEREAS an application was received from Boys & Girls Club of Summerside Inc. for a zoning amendment for PID # 303867 from Medium Density Residential (R3) zone to High Density Residential (R4) zone under the *City of Summerside Zoning Bylaw*;

AND WHEREAS zoning bylaw amendment 133, a bylaw to amend the *City of Summerside Zoning Bylaw,* was read and declared as read at two separate meetings of Council held on different days;

BE IT RESOLVED THAT zoning bylaw amendment 133, a bylaw to amend the *City of Summerside Zoning Bylaw* be hereby formally adopted.

Motion carried 6-0

COS 22-083
It was moved and seconded
WHEREAS an application for a major subdivision was received from MacDuff Holdings Inc., to subdivide PID # 615286 into 38 lots, shown on preliminary subdivision plan prepared by HGE Engineering Ltd., dated April 15, 2022;

AND WHEREAS in accordance with section 3.6 of the Subdivision and Site Development Bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Conformity with the Zoning Bylaw;
- The 'orderly and following' nature of the development;
- Physical suitability of the site for the proposed development, including avoidance of natural hazards, un-due water run-off, or environmental damage;
- Compatibility of the proposed development with the present and future surrounding patterns of streets, lots and services, including conformity with any City concept plans;
- Adequacy of the applicant's proposal for traffic circulation, parking pedestrian access, water supply, sewage disposal and storm drainage, including the adequacy of City streets and services to handle increased loads;
- Suitability of Parkland provisions;

· Impacts on City finances and budgets;
· Proof of conformity with any applicable Provincial legislation and regulations;
· Other matters as considered relevant.

Be It Resolved That Council grant preliminary subdivision approval in accordance with Section 8.5 of the Subdivision and Site Development Bylaw, to MacDuff Holdings Inc., to subdivide PID # 615286 into 38 lots, shown on preliminary subdivision plan prepared by HGE Engineering Inc., dated April 15, 2022 subject to the following conditions:

- The developer satisfies all municipal servicing requirements
- The developer satisfies the parkland dedication
- The developer enters into a subdivision construction agreement with the City.

This bears the recommendation of the Planning Board meeting held on May 24, 2022.

Motion carried 6-0

COS 22-084
It was moved and seconded
Whereas Todd MacKinnon is requesting Council approval in accordance with Section 13 of the Licensing Bylaw CS-21 to operate a mobile sales establishment at 245 Heather Moyse Drive (Summerside Port Corporation Inc., property owner).

And Whereas Section 13 of the Licensing Bylaw provides that Council shall allow or refuse an application based on the following considerations:

- safety;
- desirability;
- impact on established businesses in the City;
- public convenience; and
- such other considerations as it deems appropriate.

Be It Resolved that Council grant approval to Todd MacKinnon to operate a mobile sales establishment at 245 Heather Moyse Drive (Summerside Port Corporation Inc., property owner). The license is subject to,

- Paying a license fee of $500 for a non-local business as per Licensing Bylaw CS-21 Regulations;
- Special events require written approval of the event organizer, submitted to the City three days in advance.
- A food health permit is approved by the Province;
- Litter disposal containers are provided on- site;
- Hours of operation 11:00 am to 9:00 pm;
- Letter(s) of permission from property owner(s).
- Connection of any pipe, hose, etc. to the City system requires City approval.

This bears the recommendation of the Planning Board Meeting of May 31, 2022.

Motion carried 6-0

COS 22-085
It was moved and seconded
Whereas an application was received from Corey Raynor at 766 Wildon Street,
PID #461103.

And Whereas Section 8.4 of the City of Summerside Zoning Bylaw states that an accessory building cannot exceed a maximum building area of 55 sq. m (600 sq. ft).

And Whereas Section 7.2 of the zoning bylaw allows for a variance to be granted after Council has considered the following tests:

a. That the hardship is due to unique physical conditions of the lot or property, including small lot size, irregular lot shape, existing building location on the property, or exceptional topographical conditions, which make it impractical to develop in strict conformity with Bylaw standards. Exceptional topographical conditions may include, but are not limited to: trees, slope of the land, etc.

b. That the proposed variance meets the general intent of the official plan.

c. That the proposed variance meets the general intent of the zone.

d. That the proposed variance would not impact negatively on adjacent properties, or on the essential character of the surrounding neighborhood, including taking into consideration any comments from neighbors.

Be It Resolved that Council grant a variance of 20%, to allow an accessory building with a floor area of 67 sq. m (720 sq. ft.)

This application bears the recommendation of the Planning Board Meeting of June 7, 2022.

Motion carried 6-0

COS 22-067
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) to amend the future land use plan, for PID # 301259 from Commercial land use to Residential land use under the City of Summerside Official Plan;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;

- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

Be It Resolved That official plan amendment 134, to amend the City of Summerside Official Plan be hereby formally adopted.

[schedule B is attached]

This bears the recommendation of the Planning Board meeting held on May 31, 2022.

OFFICIAL PLAN AMENDMENT 134
TO AMEND THE CITY OF SUMMERSIDE OFFICIAL PLAN

The Council of the City of Summerside under authority vested in it by Section 18 of the Planning Act R.S.P.E.I. 1988 Cap. P-8 hereby enacts as follows:

I. The land use for PID # 301259 as shown on Schedule B of the Future Land Use Plan, is designated as Residential land use, hereby excluding it from its former designation of Commercial land use under the City of Summerside Official Plan;

Discussion:

Councillor Snow stated that he met with many residents in that area and have met with the developer and said he is willing to work with the neighbors and will do some fencing around the property so it doesn't affect the neighbors.

Motion carried 6-0

COS 22-068
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for PID # 301259 from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 136, a bylaw to amend the City of Summerside Zoning Bylaw was read and declared as read a first time at the Council meeting held on May 24, 2022;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;

- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

BE IT RESOLVED THAT zoning amendment 136, a bylaw to amend the City of Summerside Zoning Bylaw be hereby declared as read a second time.

This bears the recommendation of the Planning Board meeting held on May 31, 2022.

ZONING AMENDMENT 136
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the Planning Act R.S.P.E.I. 1988 Cap. P-8 hereby enacts as follows:

I. The zoning for PID # 301259 shown on Schedule B of the City of Summerside Zoning Bylaw, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Neighbourhood Commercial (C3) zone.

Motion carried 6-0

COS 22-069
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for PID # 301259 from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 136, a bylaw to amend the City of Summerside Zoning Bylaw, was read and declared as read at two separate meetings of Council held on different days;

BE IT RESOLVED THAT zoning bylaw amendment 136, a bylaw to amend the City of Summerside Zoning Bylaw be hereby formally adopted.

Motion carried 6-0

COS 22-070
It was moved and seconded

WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) to amend the future land use plan, for PID # 301259 from Commercial land use to Residential land use under the *City of Summerside Official Plan*;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

Be It Resolved That official plan amendment 135, to amend the *City of Summerside Official Plan* be hereby formally adopted.

This bears the recommendation of the Planning Board meeting held on May 31, 2022**.**

[schedule B is attached]

OFFICIAL PLAN AMENDMENT 135
TO AMEND THE CITY OF SUMMERSIDE OFFICIAL PLAN

The Council of the City of Summerside under authority vested in it by Section 18 of the *Planning Act R.S.P.E.I. 1988 Cap. P-8* hereby enacts as follows:

II. The land use for PID # 301259 as shown on Schedule B of the *Future Land Use Plan*, is designated as Residential land use, hereby excluding it from its former designation of Commercial land use under the *City of Summerside Official Plan*;

Motion carried 6-0

COS 22-071
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for a portion of PID # 301259 from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone under the *City of Summerside Zoning Bylaw*;

AND WHEREAS zoning bylaw amendment 137, a bylaw to amend the *City of Summerside Zoning Bylaw* was read and declared as read a first time at the Council meeting held on May 24, 2022;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

BE IT RESOLVED THAT zoning amendment 137, a bylaw to amend the *City of Summerside Zoning Bylaw* be hereby declared as read a second time.

This bears the recommendation of the Planning Board meeting held on May 31, 2022.

ZONING AMENDMENT 137
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the *Planning Act R.S.P.E.I. 1988 Cap. P-8* hereby enacts as follows:

III. The zoning for PID # 301259 shown on Schedule B of the *City of Summerside Zoning Bylaw*, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Neighbourhood Commercial (C3) zone.

Motion carried 6-0

COS 22-072
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for PID # 301259 from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 137, a bylaw to amend the City of Summerside Zoning Bylaw, was read and declared as read at two separate meetings of Council held on different days;

BE IT RESOLVED THAT zoning bylaw amendment 137, a bylaw to amend the City of Summerside Zoning Bylaw be hereby formally adopted.

Motion carried 6-0

COS 22-073
It was moved and seconded

WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for a portion of PID # 301234 from Medium Density Residential (R3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 138, a bylaw to amend the City of Summerside Zoning Bylaw was read and declared as read a first time at the Council meeting held on May 24, 2022;

AND WHEREAS in accordance with section 5.7 of the zoning bylaw, Council shall consider the following general criteria, as applicable:

- Conformity with all requirements of this Bylaw;
- Conformity with the Official Plan;
- Suitability of the site for the proposed development;
- Compatibility of the proposed development with surrounding land uses, including both existing and projected uses;
- Any comments from residents or other interested persons;
- Adequacy of existing water, sewer, road, storm water and electrical services, city parking, and parklands for accommodating the development, and any projected infrastructure requirements;
- Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally;
- Compatibility of the development with environmental, scenic and heritage resources;
- Impacts on City finances and budgets;
- Other matters as specified in this Bylaw;
- Other matters as considered relevant.

BE IT RESOLVED THAT zoning amendment 138, a bylaw to amend the City of Summerside Zoning Bylaw be hereby declared as read a second time.

This bears the recommendation of the Planning Board meeting held on May 31, 2022.

ZONING AMENDMENT 138
A BYLAW TO AMEND THE CITY OF SUMMERSIDE ZONING BYLAW

The Council of the City of Summerside under authority vested in it by Section 18 and Section 19 of the Planning Act R.S.P.E.I. 1988 Cap. P-8 hereby enacts as follows:

I. The zoning for PID # 301234 shown on Schedule B of the City of Summerside Zoning Bylaw, is designated as High Density Residential (R4) zone, hereby excluding it from its former designation of Medium Density Residential (R3) zone.

Motion carried 6-0

COS 22-074
It was moved and seconded
WHEREAS an application was received from Tyler MacDonald (agent for property owner G. Morris Caseley Ltd.) for a zoning amendment for PID # 301234 from Medium Density Residential (R3) zone to High Density Residential (R4) zone under the City of Summerside Zoning Bylaw;

AND WHEREAS zoning bylaw amendment 138, a bylaw to amend the City of Summerside Zoning Bylaw, was read and declared as read at two separate meetings of Council held on different days;

BE IT RESOLVED THAT zoning bylaw amendment 138, a bylaw to amend the City of Summerside Zoning Bylaw be hereby formally adopted.

Motion carried 6-0

Adjournment

Motion	It was moved and seconded;
That	The meeting be adjourned.
Motion Carried	

Basil L. Stewart
Mayor

Brian Hawrylak
HR Officer

COMMITTEE MINUTES

Planning Board Committee Meeting Minutes

May 24, 2022

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron
Councillor Barb Ramsay, Co-Chair
Councillor Cory Snow
Councillor Greg Campbell
Councillor Brian McFeely, Chair
Councillor Carrie Adams, Co-Chair
Rob Philpott, Chief Administrative Officer
Linda Stevenson, Development Officer
Brian Hawrylak, HR Officer
Members of the Media
Members of the Public

Call to Order

The meeting was called to order

Agenda was approved

395 Brophy Street – Official Plan & Zoning Amendment

SUPPORTING EXPLANATION:

Purpose: The purpose of the zoning amendment is to allow an apartment building development (4 buildings).

Background: An application was initiated by the City of Summerside for a portion of PID #322339 to amend the *City Zoning Bylaw* from Parkland (P) zone to High Density Residential (R4). A public meeting was held on May 11, 2022 and Council gave first reading on the same date.

Report: Under section 5.7 of the zoning bylaw when Planning Board reviews a zoning bylaw amendment, it has to consider the following general criteria, as applicable. Under Section 8.4 of the Parks and Green Space Plan, the criteria of b,c,e,g and h must be considered:

a. *Conformity with all requirements of this Bylaw.*

Staff Comment: If Council approves the zoning map amendment P to R4, the property can be developed in accordance with the development standards of the R4.

b. Conformity with the Official Plan.

Staff Comment: The development conforms to the Official Plan Section 5.2.2 (Location of High Density Housing). The proposed amendment will require an amendment to the Parks and Green Space Plan. A separate report has been prepared to address the Parks and Greenspace amendment.

5.2.2 Location of High Density Housing

Council intentions about locating high density housing are important to residents concerned about potential location of row houses and apartment buildings into their predominantly low density neighbourhoods. To help allay these concerns, Council lays out specific policies below on where they may allow future high density housing, some of which elaborate on their foregoing policies for special planning and development areas.

LOCATION CRITERIA:
Council's criteria for locating high density housing in the City of Summerside include:

- the desirability of infilling properties which are already partly developed for higher density housing;
- the desirability of locating high density housing close to jobs, community facilities and services, and of promoting pedestrian access;
- opportunities for maximizing the number of opportunities for scenic views through higher density and taller residential buildings (but with protection of adequate view planes);
- benefits of locating higher density housing in difficult-to-service areas so that they can help distribute expensive development costs among more users;
- opportunities for innovative mixes of higher density housing with other residential development in CDA's;
- opportunities for recycling older (non-heritage) residential properties with higher density development;
- opportunities for apartments in residential/commercial use buildings;
- avoidance of negative economic and physical impacts on surrounding land uses, whether existing or proposed;

Objective	***To encourage high density housing in specific areas***
Policies	**The following are Council's statements of policy**
1.	*Promote high density housing on properties already partly developed for high density housing.*

c. Suitability of the site for the proposed development.

Staff Comment: This site can accommodate the proposed High Density (R4) residential land use being proposed.

d. Compatibility of the proposed development with surrounding land uses, including both existing and projected uses.

Staff Comment: The subject property abuts two land uses, Parkland and Residential. The lands to the immediate east, north, west and a portion of the south are high density land use. A portion of the land use on the north/west would remain as Parkland land use. The proposed residential land use would be compatible with the existing land uses and the projected land uses.

e. Any comments from residents or other interested persons.

Staff Comment: A public meeting was held on May 11, 2022. The public meeting notice was advertised in the April 27th edition of the Guardian. Thirty (30) letters were mailed to twenty-seven (27) property owners. Jamie Rodgerson (UpFront Developments - potential developer) provided an overview of the proposed development and noted the existing playground is to be relocated to the northwest corner of the property. No written comments were received prior to the public meeting. Philip Cameron (423 Myrtle St, co-owner of Cameron Apartments - 376 Duke St., 391 Brophy Av., and 455 Tower St.) asked about the status of the ownership, zoning, land sale and park relocation costs. Michael MacBeth (455 Tower St.) requested the percentage of required parkland for the City and specifically Summerside North. Mr. MacBeth also, asked if Tower St./Duke St. could handle the additional traffic from this development. The concerns raised at the meeting are addressed throughout this report. Parkland related inquiries will be addressed in the Parks and Greens Space report.

f. Adequacy of existing water, sewer, road, storm water and electrical services, city parking and parklands for accommodating the development, and any projected infrastructure requirements.

Staff Comment: The City's water supply and sewer treatment systems can handle the additional loading created by the change in zoning from its current Parkland designation to R4. Rezoning from Parkland lands to R4 does have an impact on the sewage loading of the Northumberland Street Lift Station. This change in zoning relates to an increase in load of approximately 55 cubic meters of sewage a day. This represents approximately a 1% increase of sewage to the Northumberland Street Lift Station, which translates to a $18,900 cost to the utility. The City's water main infrastructure for this development is a 250mm distribution main on Brophy Street or a 300mm transmission main from Duke Street that loops to Tower Street through the city park. A new 250mm water main is required to be looped to the top of Brophy Street from the 300mm transmission water main running between Duke Street and Tower Street. This new water main and the water main in the parkland will require a 6 meter easement centered on the pipe that will affect the current layout as presented. The City's sewer main infrastructure for this development is a 200mm gravity collection main on Tower Street or a 375mm gravity collection main on Brophy Street. Both these mains can handle the additional sewer loading for the zoning change. The Developer is responsible for securing easements and extending mains for gravity sewer if grades for connection through the lots original accesses on Brophy Street do not work based on building elevations and grade of sewer lines. A private lift station for the development would be an option if gravity sewer does not work. The Developer is responsible for all servicing costs due to zoning changes and land development. Brophy Av. was constructed as a part of the Town of

Summerside Land Assembly (staring in early 80's) to encourage residential growth in the former Town. The east end of Brophy Av. was intended to connect to Duke Street and Elm Street was to be extended to Brophy Av. Currently, Brophy Av. does not extend to the end of the existing street right of way. The City will need to budget to complete the street construction (cul-de-sac). The access for the proposed development will be via Tower St. The development's internal access and parking layout will be reviewed upon development. This development has a large hard surface parking and roof drainage areas which is required to be piped through an under-ground drainage system connecting to the existing City storm system. As per the City of Summerside Subdivision and Site Development Bylaw SS-19, the developer will be required to develop a storm water plan/strategy. This development is the lowest property in this area and thus has a lot of existing natural drainage flow from other properties across it, which the developer will have to accommodate as well in its storm water plan. The change in zoning from Parkland (open grassed area) to R-4 (parking area and roof surfaces accumulating more storm drainage) will require the developer civil engineering designer to limit the flow of storm water from this site, so as to not overwhelm the City storm system at the point of connection. Three phase or single-phase electrical service is available to the lot. Please note that padmount transformer orders take a minimum of six months and can be up to one year. The contractor/engineer should contact Summerside Electrical as soon as possible and require a signed letter of intent before an order will be placed. The remaining portion of Tower Street Park – 140, abutting the subject property, will serve the development and the existing area. The park is accessible by street/walkway network. The parkland dedication for this development was previously satisfied at the time of the initial subdivision of the Land Assembly.

g. Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally.

Staff Comment: Based on the additional daily volume of approximately 512 Vehicles/day (VPD), the new development will add approximately 10.2% additional traffic flow to Tower St. The total traffic volume of this development and the existing developments is approximately 23.1 % of the street's available capacity. A new cul-de-sac will be constructed to provide an emergency / service vehicles turn around for all buildings located on the upper portion of Brophy Av. There is an existing sidewalk on the north side of Tower St. to serve the proposed development. Traffic flow within the development will be reviewed prior to development.

h. Compatibility of the development with environmental, scenic and heritage resources.

Staff Comment*:* There are no compatibility issues regarding environmental, scenic or heritage resources.

i. Impacts on City finances and budgets.

Staff Comment*:* Not applicable

j. Other matters as specified in this Bylaw.

Staff Comment: Not applicable

k. Other matters as considered relevant.

Staff Comment: In regards to land sale, the City has accepted an offer from UpFront Developments on the subject parcel. The offer to sell the land has not been adjusted in any way, except to extend the closing date to May 31st. The costs associated with the relocation of the playground equipment were discussed with the UpFront Developments and is not yet finalized. Cameron Apartments (Philip Cameron co-owner) submitted an offer on the property in November 2019. The offer contained a price with the "intent to provide housing in a building that will be modern and available to the residents of Summerside". Cameron Apartments submitted a second offer on the property in October 2021. This offer contained a price and a plan to build two 27 unit apartment buildings, with a consideration of directing traffic through Cameron Apartments property at 376 Duke St. The current property owner is the City of Summerside and the current zoning is Parkland

STAFF REVIEW: City Staff supports the application, initiated by the City of Summerside to rezone from Parkland to R4.

As per Section 5.10 (b, iii) of the Zoning Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward to Council for a final decision.

PLANNING BOARD RECOMMENDATION: The application initiated the City of Summerside for a portion of PID #322339 to amend the *City Zoning Bylaw* from Parkland (P) zone to High Density Residential (R4) zone be recommended to be approved by Council:

Moved by: Councillor Adams Seconded by: Mayor Stewart

Motion:

Carried	X	For	2
Defeated		Against	1 Councillor Ramsay

Councillor Ramsay stated she is not against housing, but is against taking greenspace away.

Councillor Snow stated that since there is a high volume of seniors in the area and the park is moving, that it is important to take into consideration to make the area more senior friendly.

Councillor Doiron sought clarification on item K, the current zoning is parkland.

Councillor Ramsay stated the residents she spoke to do not want the greenspace to be eliminated.

395 Brophy Avenue – Park & Green Space (Official Plan Amendment)

SUPPORTING EXPLANATION:

Purpose: The purpose of the Parks and Greenspace map amendment is to delete a portion of the Tower Street Mini-Park - 140.

Background: An application was initiated by the City of Summerside for a portion of PID #322339 to amend the *City Official Plan* land use from Parkland to Residential and the *City Zoning Bylaw* from Parkland (P) zone to High Density Residential (R4) zone. When an application is received, staff shall review the impacts on the Parks and Greenspace Plan (2012). A public meeting was held on May 11, 2022 and Council gave first reading on the same date. Tower Street Park is made up of two parcels of land, one is vacant greenspace (2.78 acres) and the other is (0.69 acres) utilized as a playground. The playground will be relocated to the northwest corner of the property.

Report: Under section 5.7 of the zoning bylaw when Planning Board reviews a zoning bylaw amendment, it has to consider the following general criteria, as applicable. Under Section 8.4 of the Parks and Green Space Plan, the criteria of b,c,e,g and h must be considered:

b. Conformity with the Official Plan.
Staff Comment: An amendment to the Parks and Greenspace Plan is required.

c. Suitability of the site for the proposed development.
Staff Comment: The City is not "required" to provide a percentage of parkland by any form of legislation. However, the City has consistently either been in line with, or surpassed the national average of park land acreage per 1,000 residents. As it stands the City has over 125 acres of parks and green space lands with the current level of service being over 7.75 acres per 1,000 residents (national average is between 5.96-10.50). Tower Street – 140 is one of 13 mini-parks in the City. As per section 5.6 Conclusions of the Parks and Greenspace Plan, and based on 2011 Census data and 1983 National Recreation and Parks Association (NRPA), our supply of mini-parks is over double the maximum range. There are a number of factors considered when determining the parkland area required for sections of the City. In this particular case of Tower Street Park, the playground is utilizing approx. 0.69 acres of the 3.47 acre parkland area, the remaining 2.78 acres was under utilized. Jennifer St Park – 496 (0.5 acres) and Leger Park (6.4 acres) is located within 750 meters of the proposed development. In addition, Elm Street School (5+ acres of greenspace), while not City owned, is utilized by residents providing a greenspace/playground within 600 meters of the proposed development.

Mini-parks: Summerside has 13 mini-parks, most of which are orientated to the needs of nearby residential areas:

- Fairview Park 30
- Maplewood Heights Park 60

- Crescent Drive Park 90
- Bluebell Park 130
- Tower Street Park 140
- Hillcrest Park 150
- Centennial Park 180
- Northumberland Park 280
- Harvard Street Park 320
- Sunset Park 350
- Hilsom Point Park 420
- Reads Creek Park 470
- Jennifer Street Park[496]

Section 5.6

Mini-Parks oversupply:
The total area of mini parks in the City is more than double than that required under maximum NRPA standards. Our supply of mini-parks even exceeds the needs of typically, young families in newer suburban areas. This over-supply probably reflects the relative ease of acquiring parks through subdivision parkland dedication process, which avoids imposing land acquisition costs on the City. However, this over-supply does place additional costs on the City in the form of capital improvements and ongoing maintenance.

small size:
The average size of mini-parks is only 1.19 a. (0.48 ha.), and some are too small to be useful. This probably reflects the fact that residential subdivisions in Summerside have often been developed in small phases because of limited growth demand.

e. Any comments from residents or other interested persons.

Staff Comment: A public meeting was held on May 11, 2022. The public meeting notice was advertised in the April 27th edition of the Guardian. Thirty (30) letters were mailed to twenty-seven (27) property owners. Jamie Rodgerson (UpFront Developments - potential developer) provided an overview of the proposed development and noted the existing playground is to be relocated to the northwest corner of the property. No written comments were received prior to the public meeting. Philip Cameron (423 Myrtle St, co-owner of Cameron Apartments - 376 Duke St., 391 Brophy Av., and 455 Tower St.) asked about the status of the ownership, zoning, land sale and park relocation costs. Michael MacBeth (455 Tower St.) requested the percentage of required parkland for the City and specifically Summerside North. Mr. MacBeth also, asked if Tower St./Duke St. could handle the additional traffic from this development. The concerns raised at the meeting are addressed throughout this report. Parkland related inquiries will be addressed in the Parks and Greens Space report. Community Services has reviewed the development proposal and its impact on

the parks and greenspaces in the area. The remaining portion of Tower Street park will remain the primary greenspace in the area and will service the development and existing neighborhood well. The proposed lands are unused greenspaces and the development will pose minimal if any impact to parks and green spaces in the area."

g. *Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally.*
Staff Comment: The development has no impact on pedestrian/vehicular access and safety, or on public safety generally.

h. *Compatibility of the development with environmental, scenic and heritage resources.*
Staff Comment*:* There are no compatibility issues regarding environmental, scenic or heritage resources.

STAFF REVIEW: City Staff supports the application, initiated by the City to delete a portion of the Tower Street Park (140).

As per Section 5.10 (b, iii) of the Zoning Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward to Council for a final decision.

PLANNING BOARD RECOMMENDATION: The application initiated by the City to amend the Parks and Greenspace Plan map, deleting a portion of Tower Street Park – 140 (approx. 2.9 acres) be recommended to be approved by Council:

Moved by: Councillor Adams Seconded by: Mayor Stewart

Motion:

Carried	X	For	2
Defeated		Against	1 (Councillor Ramsay)

86 Cedar Street – Official Plan and Zoning Amendment

SUPPORTING EXPLANATION:

Purpose: The purpose of the zoning amendment is to allow apartment development. The applicant is proposing a 10 unit apartment development.

Apartment Building means a *building* containing more than two dwelling units except a *Row House* and *Town House* as defined in this *Bylaw*.

Background: An application was received from Boys & Girls Club of Summerside Inc. (agent for the property owners, Darryl and Lisa Whitlock) for PID #303859 and PID #303867 to amend the *Zoning Bylaw* from Medium Density Residential (R3) zone to High Density Residential (R4) zone. A public meeting was held on
May 11, 2022 and Council gave first reading on the same date.

Report: Under section 5.7 of the zoning bylaw when Planning Board reviews a zoning bylaw amendment, it considers the following general criteria, as applicable. Under Section 8.4 of the Parks and Green Space Plan, the criteria of b,c,e,g and h must be considered:

a. Conformity with all requirements of this Bylaw.

Staff Comment: The proposed apartment use conforms with this bylaw, the development would have to comply with the R4 development standards for as noted below.

R4 zone	Lot area	Lot Depth	Floor Area Ratio – FAR %	Lot Coverage - LC	Frontage	Front Yard	Side Yards	Rear Yard	Max Height	Flankage Yard
m	930	30	--	--	30	6	4	5	14	5
ft	10,010.5	98.4	--	--	98.4	19.7	13.1	16.4	45.9	16.4
Floor Area Ratio	Maximum of 0.80 Main buildings [Amended Sept 13/ 21]									
Lot Coverage	Maximum of 35% Main buildings, not counting any attached garage as long as its top surface is landscaped and is accessible to building residents [Amended Sept 13/21]									
Maximum building height	May be higher than 14m (46 ft) at Council's discretion									
Density Bonus	Bonus of 20% on total number of units, provided a minimum of 75% of the required parking is located underground or at grade within the main building footprint. [Amended Sept 13/ 21]									

b. Conformity with the Official Plan.

Staff Comment: The rezoning conforms to the Official Plan as the property is designated as residential land use on the future land use plan. Council must consider Section 5.2.2 (Location of High Density Housing). The amendments have no impact on the Parks and Green Space Plan.

5.2.2 Location of High Density Housing

Council intentions about locating high density housing are important to residents concerned about potential location of row houses and apartment buildings into their predominantly low density neighbourhoods. To help allay these concerns, Council lays out specific policies below on where they may allow future high density housing, some of which elaborate on their foregoing policies for special planning and development areas.

LOCATION CRITERIA:
Council's criteria for locating high density housing in the City of Summerside include:

- the desirability of locating high density housing close to jobs, community facilities and services, and of promoting pedestrian access;

- avoidance of negative economic and physical impacts on surrounding land uses, whether existing or proposed;

Objective	***To encourage high density housing in specific areas***
Policies	**The following are Council's statements of policy**
1. Promote high density housing on properties already partly developed for high density housing.	
2. Consider applications for high density housing in the following situations:	
3. a mix of housing types in CDA 's; *4. areas presently occupied by conforming mobile home parks (see Council Policy 5.3.2.5);* *5. re-zonings in areas presently designated for medium density R3 zone residential use:* *6. areas immediately north of the Downtown, (defined as: Notre Dame Street to the North, Granville Street to the East, Heather Moyse Drive to the South and Duke Street to the West) subject to no harmful impacts on local heritage housing;*	
d.) within residential/ commercial buildings	
7. Downtown (D) zone (Urban Core Area – all districts).	
8. City arterial or collector roads as referenced in Section 7.1 and Figure 7-1.	
9. Consider applications for high density housing in other areas with careful consideration of Council's 'location criteria' listed above.	

c. Suitability of the site for the proposed development.

Staff Comment: This site is comprised of two parcels and is suitable for high density residential land use. Existing public street network and municipal services are available on Cedar Street for this development.

d. Compatibility of the proposed development with surrounding land uses, including both existing and projected uses.

Staff Comment: The subject property abuts two uses, the land use to the immediate east and south is zoned R3. The land use to the north and west is zoned Institutional. The rezoning from R3 to the proposed R4 would be compatible with the surrounding properties.

e. Any comments from residents or other interested persons.

Staff Comment: A public meeting was held on May 11, 2022. The public meeting notice was advertised in the April 27th edition of the Guardian. Thirty-six letters (36 letters were mailed to thirty-four (34) property owners. Adam Binkley and John Aylward provided an overview of the development and noted the demand for transitional housing in the Community. Doug Gallant (82 Cedar St) spoke at the public meeting. Mr. Gallant asked about the number of stories and the impact on his property. Adam Binkley stated that the building would be 3 stories and the Boys and Girls Club would work with the neighbours in the area.

f. Adequacy of existing water, sewer, road, storm water and electrical services, city parking and parklands for accommodating the development, and any projected infrastructure requirements.

Staff Comment: Rezoning from R3 lands to R4 Lands does not have a significant change on the loading of the Northumberland Street Lift Station. The City's water supply and sewage collection systems can handle the rezoning from the new development. The sewer main infrastructure on Cedar Street can handle the sewage flows from the rezoning development. The existing water infrastructure on Cedar Street can handle the water requirements for rezoning development. This development will need to develop a storm water site plan to meet the requirements of City of Summerside Subdivision and Site Development By-law SS-19. This development is in a low area and has significant existing natural drainage flow from other properties around it, including drainage from the existing Confederation Trail system. The City is currently contracting the replacement of the drainage system in the area along the Confederation Trail system. There is an existing storm drainage system on the subject property which the developer can use to drain this property. The existing parkland (Bill Bridges Park) can accommodate this development, which is located within 200m of the subject development, accessible by the Confederation Trail and street/sidewalk network.

g. Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally.

Staff Comment: Cedar Street is a through street, constructed to City standards with a sidewalk on the west side of Cedar Street, running from Beaver to Water Streets. The Confederation Trail abuts the east side of the subject property. The proposed access to this property will require an access/utility easement over the Confederation Trail and the property at 90 Cedar Street. As shown on the site plan, the developer is proposing an access that is less than 90m long, a service vehicle turn around is not required. The proposed access for this development to Cedar Street, will require the developer to alter the sidewalk, all costs associated with the alterations to the sidewalk for access will be at the developer's cost.

h. Compatibility of the development with environmental, scenic and heritage resources.

Staff Comment*:* There are no compatibility issues regarding environmental, scenic or heritage resources.

i. Impacts on City finances and budgets.

Staff Comment*:* The altering of the pedestrian crosswalk (for Confederation Trail) and the sidewalk changes needed to accommodate the relocated pedestrian crosswalk, will be incorporated into the Cedar Street sewer and storm project during the construction.

j. Other matters as specified in this Bylaw.

Staff Comment: none

k. Other matters as considered relevant.

Staff Comment: The subject properties will have to be consolidated prior to permits being issued.

STAFF REVIEW: City Staff supports the proposed zoning amendment, from the Boys & Girls Club of Summerside Inc. (agent for the property owners, Darryl and Lisa Whitlock) to rezone from R3 to R4.

As per Section 5.10 (b, iii) of the Zoning Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward for Council for a final decision.

PLANNING BOARD RECOMMENDATION: The application received from the Boys & Girls Club of Summerside Inc. (agent for the property owners, Darryl and Lisa Whitlock) for PID #303859 and PID #303867 to amend the *Zoning Bylaw* from Medium Density Residential (R3) zone to High Density Residential (R4) zone, be recommended to be approved by Council:

Moved by: Councillor Ramsay Seconded by: Councillor Adams

Motion:

Carried	X		For	3
Defeated			Against	0

55 Starlite – Major Subdivision (Phase2) Preliminary Approval

SUPPORTING EXPLANATION:

Purpose: To subdivide PID #615286 into 38 residential lots (Starlite Estates Phase 2) on a current vacant property, this will be an extension to the existing subdivision Starlite Estates. The property is zoned R2.

Background: An application was received from MacDuff Holdings Inc. for PID # 615286, to subdivide this parcel into 38 residential lots, intended for semi-detached dwellings. The proposed lots are indicated on preliminary survey plan prepared by HGE Engineering Ltd., dated April 15, 2022.

Report: As required under Section 3.6 of the *Subdivision and Site Development Bylaw,* Council Planning Board and the Development Officer shall consider the following general criteria when reviewing development applications under this Bylaw, as applicable:

c. Conformity with this Bylaw.

Staff Comment: This subdivision promotes “smart growth” making effective use of the land and applies to the principle of “orderly and following”. As a result of the public meeting for the rezoning of this land, a public meeting was held on February 16, 2022. At this meeting the property owner stated that the land would be developed

as R2 housing, therefore no Public Open House was warranted for the preliminary subdivision approval process.

d. Conformity with the Official Plan.

Staff Comment: This subdivision conforms to the Official Plan, as the land use is designated as Residential land use (Schedule B - Future Land Use Plan) and the criteria (e, f, g and h) identified in the Parks and Greenspace plan (Section 8.4).

c. Conformity with the Zoning Bylaw.

Staff Comment: The proposed lots within the subdivision will be required to meet the development standards of the R2 Zone.

d. The orderly and following nature of the development.

Staff Comment: This development promotes residential growth and is an example of infilling vacant land.

e. Physical suitability of the site for the proposed development, including avoidance of natural hazards, undue water run-off, or environmental damage.

Staff Comment: The site is suitable for development. There are no natural hazards. Water run-off will be addressed with a storm drainage system and no environmental damage should occur.

f. Compatibility of the proposed development with the present and future surrounding patterns of streets, lots and services, including conformity with any City concept plans.

Staff Comment: This development promotes the pattern of streets in the area, as the proposed streets will connect to Starlite Estates Phase 1. The proposed street layout will allow for future development to the east and the 2 stub streets to the south allow for 2 locations to exit phase 2 of Starlite Estates. The lots and servicing will be designed to meet City standards.

g. Adequacy of the applicant's proposals for traffic circulation, parking, pedestrian access, water supply, sewage disposal and storm drainage, including the adequacy of City streets and services to handle increased loads.

Staff Comment: The proposed residential streets will be designed to meet a 50 km/hr local street speed limit posted at 40 km/hr. The proposed street would have an 8.8 meter width, with concrete curbs. The paved shoulder on the proposed street will allow for safe pedestrian traffic. The City's water supply and water main lines in the area are adequate for the new subdivision, new service laterals will need to be installed to the property lines as part of this new development. The sewage treatment plant can handle the additional loading. All infrastructure will be designed and installed to meet City standards at the developers cost.

h. Suitability of parkland provisions

Staff Comment: Parkland dedication is required for a residential major subdivision. At Council's discretion the parkland shall be 5% land or $1750 per acre cash-in-lieu for low density residential land use. The buildable area of the development is 48,564 sq m or 12 acres. Land dedication is 5% = 2428 sq m or 0.6 acres. Monetary dedication at $1750 per acre is $21,000. The developer is proposing to satisfy the parkland

dedication with land dedication of 3021 sq. m or 0.75 acres. Staff will review the parkland dedication with Community Services to determine if the parkland is needed in the area or is the monetary dedication preferred. The parkland contributions shall be put in a fund reserved solely for acquiring or expanding public parks within the City.

i. Impacts on City finances and budgets.
Staff Comment*:* Not applicable

j. Proof of conformity with any applicable Provincial legislation and regulations.
Staff Comment: The confederation trail intersection with the proposed streets will be secured by the developer, prior to the City taking ownership of the street right-of-ways.

k. Other matters as considered relevant.
Staff Comment: The proposed street names will be put forth by the developer, once they are decided.

STAFF REVIEW: Staff recommend the application from MacDuff Holdings Inc. for preliminary subdivision to subdivide PID #615286 into 38 residential lots, intended for semi-detached dwelling development be recommended to be approved by Council, subject to the following:

1. The developer shall satisfy all municipal servicing requirements.

2. The developer enters into a subdivision construction agreement.

3. The developer shall satisfy the parkland dedication requirements.

As per Section 8.5 of the Subdivision and Site Development Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward for Council for a final decision.

PLANNING BOARD RECOMMENDATION: Preliminary subdivision approval be granted to MacDuff Holdings Inc. to subdivide PID #615286 into 38 residential lots, intended for semi-detached dwelling development, be recommended to be approved by Council.

Moved by: Councillor Adams Seconded by: Councillor Ramsay

Councillor Adams stated that the crossing will need to be upgraded at Hillside as it is a busy area.

Mayor Stewart mentioned that the area from the Read Bridge to Read's corner has to be done over as it has deteriorated and a letter should be sent to the province requesting that work be done.

Motion:

Carried	X	For	3
Defeated		Against	0

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Planning Board Committee Meeting Minutes

May 31, 2022

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron (via Zoom)
Councillor Barb Ramsay, Co-Chair
Councillor Cory Snow
Councillor Greg Campbell
Councillor Brian McFeely, Chair
Rob Philpott, Chief Administrative Officer
Gordon MacFarlane, Deputy CAO and Director of HR & Legal Affairs
Aaron MacDonald. Director of Technical Services
Linda Stevenson, Development Officer
Brian Hawrylak, HR Officer

Call to Order

The meeting was called to order 12 noon

Councillor McFeely stated that the agenda item for 658 Water Street east has been deferred to tentatively June 7.

Agenda was approved

433, 437 & 447 Water Street Official Plan and Zoning amendments

SUPPORTING EXPLANATION:

Purpose: The purpose of the zoning amendment is to allow row house/townhouse development. The applicant is proposing a 10 unit row house/townhouse development.

Row House means a *building* that is divided into three or more vertically adjacent, joined dwelling units, separated by a vertical wall with each unit being constructed directly on grade. Row houses do not require individual public utilities for each unit, street frontage and cannot be subdivided.

Town House means a building that is divided into three or more vertically adjacent dwelling units, separated by a vertical concrete or masonry fire-wall, with each unit being constructed directly on

grade. Town houses require individual public utilities and street frontage for each dwelling unit and can be further subdivided as per Section 8.15.

Background: An application was received from Tyler MacDonald (agent for property owner G Morris Caseley Ltd.) for PID #301259 (433 & 437 Water St) to amend the *City Official Plan* from Commercial land use to Residential land use and to amend the *Zoning Bylaw* from Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone and for PID #301234 (447 Water St) to amend the *Zoning Bylaw* from Medium Density (R3) zone to High Density Residential (R4) zone. A public meeting was held on May 24, 2022 and Council gave first reading on the same date.

Report: Under section 5.7 of the zoning bylaw when Planning Board reviews a zoning bylaw amendment, it considers the following general criteria, as applicable. Under Section 8.4 of the Parks and Green Space Plan, the criteria of b,c,e,g and h must be considered:

a. *Conformity with all requirements of this Bylaw.*
   Staff Comment: The proposed use row house / town house conform with this bylaw, the development would have to comply with the R4 development standards for row house/townhouse as noted below (R3 standards apply in the case of row house/town house in the R4 zone).

R3 zone		Lot area	Lot depth	Frontage	Front yard	Side yards	Rear yard	Max. height
Interior Lot								
Single-family dwelling	m	480	30	16	6	1.5	5	10.5
	ft	5,166.7	98.4	52.5	19.7	4.9	16.4	34.4
Individual semi-detached dwelling	m	390	30	13	6	1.5	5	10.5
	ft	4,198	98.4	42.6	19.7	4.9 (end of building)	16.4	34.4
Duplex dwelling	m	750	30	25	6	2.5	5	10.5
	ft	8,073.4	98.4	82.0	19.7	8.2	16.4	34.4
Townhouse/Row house (interior zero lot line)	m	180	30	6	6	0	5	10.5
	ft	1,937.5	98.4	19.7	19.7	0	16.4	34.4
Townhouse/Row house (end lot of building)	m	255	30	9	6	3	5	10.5
	ft	2,744.8	98.4	29.5	19.7	9.8	16.4	34.4

b. *Conformity with the Official Plan.*
   Staff Comment: The rezoning for PID #301234 conforms to the Official Plan as the property is designated as residential land use on the future land use plan. The Official Plan amendment for PID #301259 has to consider Section 5.2.2 (Location of High Density Housing). The amendments have no impact on the Parks and Green Space Plan.

5.2.2 Location of High Density Housing

Council intentions about locating high density housing are important to residents concerned about potential location of row houses and apartment buildings into their predominantly low density neighbourhoods. To help allay these concerns, Council lays out specific policies below on where they may allow future high

density housing, some of which elaborate on their foregoing policies for special planning and development areas.

LOCATION CRITERIA:
Council's criteria for locating high density housing in the City of Summerside include:

- the desirability of infilling properties which are already partly developed for higher density housing;
- the desirability of locating high density housing close to jobs, community facilities and services, and of promoting pedestrian access;
- avoidance of negative economic and physical impacts on surrounding land uses, whether existing or proposed;

Objective	***To encourage high density housing in specific areas***
Policies	**The following are Council's statements of policy**
1. Promote high density housing on properties already partly developed for high density housing.	
5. re-zonings in areas presently designated for medium density R3 zone residential use: *6. areas immediately north of the Downtown, (defined as: Notre Dame Street to the North, Granville Street to the East, Heather Moyse Drive to the South and Duke Street to the West) subject to no harmful impacts on local heritage housing;* *d.) within residential/ commercial buildings*	
8. City arterial or collector roads as referenced in Section 7.1 and Figure 7-1.	

7.1 1
City Arterials

- Water Street East
- South Drive/Water Street
- Heather Moyse Drive

c. Suitability of the site for the proposed development.

Staff Comment: This site is made up of three land parcels (approximately 0.66 acres in total) and is suitable for high density residential land use. Existing public street network and municipal services are available for this development.

d. Compatibility of the proposed development with surrounding land uses, including both existing and projected uses.

Staff Comment: The subject properties abuts two land uses, the land use to the immediate south is Conservation (board walk) and the land to the west, east and south are residential. There are other commercial land uses nearby. The existing land uses of the subject properties is a mix of residential and neighbourhood commercial (retail). There is an existing town house development (R4) to the west of the subject properties.

The rezoning from C3 to R4 and R3 to R4 would be compatible with the existing and proposed surrounding land uses.

e. Any comments from residents or other interested persons.

Staff Comment: A public meeting was held on May 24, 2022. The public meeting notice was advertised in the March 9th, edition of the Guardian. Thirty-six (36) letters were mailed to thirty-six (36) property owners. Tyler MacDonald provided an overview of the intended 10 unit Town House development, intended to start construction this year. Bob Oullahan (438 North Market St.) called the Development Officer (May 10) and requested clarity on the proposed development and setbacks from his rear yard property line. Carol Thompson (451 Water Street) had questions regarding the amount of greenspace required for the development, net zero, garbage bin storage, and fencing between her property and the subject property. She requested clarity on town house vs row house. Terrance Payne (429 Water Street representing his parents Jack & Heather Payne) had questions about the proximity of the development to their property. The relevant concerns raised by the public are addressed throughout this report.

f. Adequacy of existing water, sewer, road, storm water and electrical services, city parking and parklands for accommodating the development, and any projected infrastructure requirements.

Staff Comment: The City's water supply and sewer treatment systems can handle the additional loading created by the change in zoning. Rezoning this development from R3 to R4 increases the loading on the lift station by less than 1% of the calculated future loading for the entire drainage basin. The City does not see this as a significant load change, therefore there is no expectation of the Developer contributing to an upgrading of a new lift station. Water Street has a 100mm distribution main on the north side of Water Street that can handle the water requirements for this change in zoning. The Developer is responsible to have water service sized and connected to the City water distribution system. The City's sewer main infrastructure for this development is a 200 mm gravity collection main on the north side of Water Street. The developer is responsible to have the sewer service sized and connected to the City's sewer collection system. All costs associated with this development into the City's infrastructure is a cost to the Developer. This development fronts on Water Street, which is a city collector street built to City Standards and runs east to west across the City. Although it is one of the larger volume streets, the volume on this section of Water Street is considerably lower (8000-9000 VPD) versus Water St East with a volume of 18,000-20,000 VPD. The proposed development's parking and roof surfaces will accumulate storm drainage. There is an existing storm system fronting this property which can be utilized to collect the drainage from the property. As per the Site Development & Subdivision Bylaw SS-19, the developer's civil designer will need to develop a storm water plan/strategy to limit the flow of storm water from this site in a means so the site drainage does not overwhelm the existing city storm system. There is existing power on Water Street to service this development. The zoning bylaw requires one parking space per unit. The developer is proposing 2 spaces (1 in garage & 1 in driveway). There is ample existing parkland nearby (Billy Bridges Park – 2.6 acres) located within 420m of the subject development, and Credit Union Place facility located

within 300m of the subject development and the City boardwalk located directly across the street from the subject development, all are accessible by street/walkway network.

g. *Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally.*

Staff Comment: Based on the additional daily volume of approximately 40 Vehicles/day (VPD), the new development will add approximately 0.2% additional traffic flow to Water St. The total traffic volume of this development and the existing developments is approximately 35.2% of the street's available capacity, see calculations attached to this report. There is a sidewalk located on the north side of Water Street to serve this development. The access and traffic flow, within the development, will be reviewed prior to development.

h. *Compatibility of the development with environmental, scenic and heritage resources.*

Staff Comment*:* There are no compatibility issues regarding environmental, scenic or heritage resources.

i. *Impacts on City finances and budgets.*

Staff Comment*:* Not applicable

j. *Other matters as specified in this Bylaw.*

Staff Comment:

k. *Other matters as considered relevant.*

Staff Comment: The developer stated the development is not intended to be a net zero development but will equivalent to R2000 standards. Fencing between residential properties is not required under the zoning bylaw. The developer will be required to consolidate the 3 properties prior to development, to do so, the properties will be surveyed to determine the development boundaries. Mr. Payne's property has been previously surveyed and the common boundary will be confirmed when Mr. MacDonald has the survey carried out, the common boundary should be found to be the same. There is no specific greenspace area required for town houses, as each unit is required to have a front and rear yard (end units have side yards, as well) as noted in the R3 development standards in section a. of this report.

STAFF REVIEW: City Staff supports the proposed official plan and zoning amendments, from the Tyler MacDonald (agent for property owner G Morris Caseley Ltd.) to rezone from R3 to R4.

As per Section 5.10 (b, iii) of the Zoning Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward for Council for a final decision.

PLANNING BOARD RECOMMENDATION: The application received from Tyler MacDonald (agent for property owner G Morris Caseley Ltd.) for PID #301259 (433 & 437 Water St) to amend the *City Official Plan* from Commercial land use to Residential land use and to amend the *Zoning Bylaw* from

Neighbourhood Commercial (C3) zone to High Density Residential (R4) zone and for PID #301234 (447 Water St) to amend the *Zoning Bylaw* from Medium Density (R3) zone to High Density Residential (R4) zone, be recommended to be approved by Council:

Moved by: Councillor Ramsay Seconded by: Mayor Stewart

Councillor Snow spoke to some neighbors near the property and inquired about the stormwater and was seeking clarity about affecting neighboring properties. Staff stated that if the general topography of the land goes in one direction it is to continue there, but the storm system is along Water Street and they should be connecting to the existing storm system on Water Street. Councillor Snow asked if it should be designed so the storm water from their property will drain to the street frontage. Staff stated all the properties to the north are draining onto this property, the natural topography of the land is to drain towards Water Street. The developing property will be accepting the water onto their property and brining it toward Water Street.

Councillor Snow stated that the report mentions that fences are not required between residential properties and asked if the city can implement some requirements as the development has rear parking with vehicles coming into the back of the property. Staff stated that they are not aware of anything that would allow that requirement between residential properties, there is something if a commercial property abuts a residential property where a fence would be required.

Councillor MacDougall stated that it could be a request to the developer. Councillor Snow asked staff to have that discussion with the developer.

Councillor Campbell asked if there were any plans to bury the wiring in that area. Staff stated that there are other parties with wiring there, it has been discussed in previous years, but it would have a price tag of six figures.

Councillor Snow asked if the zoning is changed to R4 and the developer changes his plan and decides to build an apartment building what would happen. Staff stated that it would be allowed as long as it meets the standards of the R4 zone as it is an allowable use under R4. Staff stated that the city cannot hold the developer to a specific plan under the R4 zone. Councillor Snow asked of they should be asking themselves how big of an apartment building they would be okay with there. Staff stated that it is a 0.6 acre lot and are not sure how big of an apartment building could be put there. Councillor Snow asked if they could leave it as R3 and allow a variance for 10 units. Staff stated once the units move beyond 8, it is considered a higher density and would be classified as R4.

Motion:

Carried	X		For	2
Defeated			Against	0

Traffic Impacts on Water Street (approximate)

Zone	Approx. units	vehicles per unit	trips per day	addition volume
R4	10	1	4	40 VPD

Existing AADT – Water Street traffic volume Approximately 7000 VPD
Based on recent Traffic counts Total volume 7040 VPD
Water street is a Collector City Street with a capacity of >than 20,000 Vehicles per Day.
Approximate % of volume from this development 0.2 %
Approximate % of volume from existing residents 35.0 %

658 Water Street east - Restricted use

This item is deferred to June 7, 2022

245 Heather Moyse Drive – Mobile Sales Establishment

SUPPORTING EXPLANATION:

Purpose: The City has received an application form Todd MacKinnon to operate/allow a Mobile Sales Establishment, "Hoss's Fish Chips Express", to operate at 245 Heather Moyse Drive (Harbour Quay site), weather permitting. The proposed hours of operation are 11:00am to 9:00pm, Monday through Sunday.

Background: This will be Todd MacKinnon's first year operating in the City, however he has worked with Colin MacKinnon who operated in the City for seven years. The location being proposed is owned by the Summerside Port Corporation Inc.

"Mobile Sales Establishment" means a business located in a motorized vehicle or moveable structure that is towed or moved by a motorized vehicle and where all of the goods, wares or foodstuffs that are offered for sale are contained entirely within the motorized vehicle or moveable structure, but does not include a lunch truck.

Report: Under the Section 13 City of Summerside Licensing Bylaw CS-21, the bylaw states the following:

13. Mobile Sales Establishment License

a. Any person or company seeking a license to operate a mobile sales establishment in the city shall make application therefore to the council.

b. Licenses may be granted for a mobile sales establishment to conduct business on a maximum of two locations in the city and each application shall be accompanied by a letter of permission from the owner(s) of the property on which the mobile sales establishment will be located.

c. Council shall allow or refuse the application based upon considerations of safety, desirability, impact on established businesses in the city, public convenience and such other considerations as it deems appropriate.

d. Council may attach terms and conditions to the approval of the license if granted including but not limited to:
   i. hours and days of operation.
   ii. health code requirements.
   iii. litter control.
   iv. approved locations.

e. The license for a mobile sales establishment shall be valid for the calendar year in which the application is made only. A new application is required to council for each calendar year.

f. No appeal shall lie from a decision of council respecting a mobile sales establishment license.

Staff Comments:

1. Mr. MacKinnon will provide written permission from the Summerside Port Corporation Inc., prior to his license being issued.

STAFF REVIEW: City Staff support the application received from Todd MacKinnon, to operate a mobile sales establishment ("Hoss's Fish & Chips Express") at 245 Heather Moyse Drive, property owned by the Summerside Port Corporation Inc.

As per Section 5.10 (b, iii) of the Zoning Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward for Council for a final decision.

PLANNING BOARD RECOMMENDATION: The application received from Todd MacKinnon to operate a Mobile Sales Establishment ("Hoss's Fish & Chips Express") at 245 Heather Moyse Drive (property owned by the Summerside Port Authority Inc.), be recommended to be approved by Council:

Moved by: Mayor Stewart Seconded by: Councillor Ramsay

Councillor MacDougall asked if there has to be a health department inspection before a license is approved. Staff stated that it is their understanding that a letter of support from the city must be provided before a health inspection is completed. Councillor MacDougall stated that he thinks an inspection should be done before a letter of support. He stated that the City should inform the health department when a mobile sales establishment is approved by the City.

Motion:

Carried	X	For	2
Defeated		Against	0

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Planning Board Committee Meeting Minutes

June 7, 2022

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron
Councillor Barb Ramsay, Co-Chair
Councillor Cory Snow
Councillor Greg Campbell
Councillor Brian McFeely, Chair
Councillor Carrie Adams, Co-Chair (via Zoom)
Rob Philpott, Chief Administrative Officer
Kristen Dunsford, Director of Financial Services
Aaron MacDonald. Director of Technical Services
Linda Stevenson, Development Officer
Brian Hawrylak, HR Officer
Members of the Media
Members of the Public

Call to Order

The meeting was called to order

Councillor McFeely:

"This evening we continue the process of reviewing the application by Atlantic Human Services Inc., a Moncton-based not-for-profit organization, for a proposed "Community Residential Facility" for offenders who are ending periods of federal incarceration. This type of facility is perhaps more commonly known as a "halfway house". So just to be clear. The City did not initiate this application. Having received it we have a legal obligation to process it in accordance with legislation and our bylaws.

To that point, the advertisements which were sent out to advise the public about this application referred to the proposed facility as a "group home". This is technically the definition that is provided in our Zoning Bylaw. The Zoning Bylaw as it is currently written does not differentiate between the sorts of group homes we currently have in the community, and the type of group home being proposed in

this case. They all meet the current definition of a “group home” in our Bylaw. So, while the advertisement was technically correct, it is that the applicant proposes to operate a residential facility for offenders who are ending periods of federal incarceration, or, as it is perhaps more commonly known, a “halfway house”.

This process has certainly pointed to a significant gap in the Bylaw. It also highlights others like the 60 meter notification that Council has debated in the past, but perhaps needs to be revisited. To this end I will be asking that the Bylaw be placed on the agenda for discussion at our July Committee Meetings. We can’t do anything about the past, but we can and should improve things for the future.

Our intent tonight was to hear from the public and continue our process of gathering information and allowing stakeholders to weigh in on the public safety and aspects of this proposal and deal with it at a future meeting date. Staff would make a recommendation for it at that time, who would then vote on the recommendation. It is my understanding, and this surfaced today since the package went out on Friday that staff feel that they have now completed their due diligence and are prepared to make a recommendation this evening. So our goal this evening is to ensure that citizens feel that they have their voice heard. We have received countless telephone calls and emails and people have presented their position very, very, very well. I think Council and Planning Board understand that position. We will provide the opportunity tonight for people to provide additional information. Council, I think, understands the position of the public in relation to this application. This is the opportunity for council to continue to learn and listen. We didn’t initiate this process, but we have a legal obligation to work through the process in a way that respects the process and ensures we are moving forward in a way that limits the risk of appeal. I don’t think the applicant or the citizens want this to go through an appeal process and have a decision reversed because we didn’t follow the right process. Part of my role as the chair of Planning Board is to ensure that the process is fair to all parties and get to a decision that is based on good process. We will seek Planning Board’s agreement to move forward. We will review the report that Council has received from staff. We won’t be reading all the emails into the record, there is just too many of them, we will acknowledge all the emails and telephone calls received that we have recorded. We are going to miss some people.”

Councillor Adams requested that the item for 766 Wildon Street be moved to first item on the agenda

Agenda was approved as amended

Councillor McFeely explained that the voting members of Planning Board are himself, Mayor Stewart, Councillors Adams and Ramsay.

766 Wildon Street – major variance (accessory building)

SUPPORTING EXPLANATION:

Purpose: The purpose of the variance(s) is to allow an accessory building 24' x 30' (720 sq. ft. or 67 sq. m) where the allowable area of an accessory building is 600 sq ft. or 55 sq. m.

Background: The City received a building permit application from Cory Raynor to build an accessory building (detached garage). Upon review, staff determined a variance (20%) would be required to allow the accessory building area to be 67 sq. m (720 sq. ft), where 55 sq. m (600 sq. ft.) is permitted. To process a major variance (more than 10%, subject to Council approval), the Development Officer shall provide written notice to all assessed property owners within a radius of 30 m (98.4 ft) from the subject lot, describing the variance sought and inviting written comments within 7 clear days. The application is reviewed by the Planning Board. The Planning Board makes a recommendation to Council, and Council may approve, deny, or approve a variance(s) less than requested. Twenty (20) letters were mailed to eleven (11) property owners with a written comment submission deadline of June 6, 2022. No comments were received as of June 3, 2022 (end of working day). The applicant did reach out to the abutting neighbours prior to applying for the variance.

Report: Under section 7.2 of the zoning bylaw, variance applications shall be considered by Council, Planning Board or the Development Officer, as applicable, against the following tests for justifying a variance. All applicable criteria must be met:

a. That the hardship is due to unique physical conditions of the lot or property, including small lot size, irregular lot shape, existing building location on the property, or exceptional topographical conditions, which make it impractical to develop in strict conformity with Bylaw standards. Exceptional topographical conditions may include, but are not limited to: trees, slope of the land, etc.

   Staff Comment: Yes, this variance request would meet this test. The proposed garage depth is 30' (9.14m) which allows Mr. Raynor to park his truck with allowance to walk around the vehicle to access the remaining garage (passenger trucks can be 23' or 7m+ in length).

b. That the proposed variance meets the general intent of the official plan.

   Staff Comment: Yes, this variance request would meet this test. The variance meets the intent of the official plan.

c. That the proposed variance meets the general intent of the zone.
   Staff Comment: Yes, this variance request would meet this test. An accessory building is permitted in the zone (R1).

d. That the proposed variance would not impact negatively on adjacent properties, or on the essential character of the surrounding neighborhood, including taking into consideration any comments from neighbors.

Staff Comment: Yes, this variance request would meet this test. Twenty (20) letters were mailed to eleven (11) properties within 30m of the boundaries of the subject property. Comments from adjacent property owners were due on or before June 6, 2022. No verbal or written comments were received from the notified property owners.

TECHNICAL SERVICES STAFF REVIEW: City staff support the accessory building area variance application from Cory Raynor.

As per Section 7.3 of the Zoning Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward for Council for a final decision.

PLANNING BOARD RECOMMENDATION: The application received from Cory Raynor to allow an accessory building area of 720 sq. ft. (67 sq m), resulting in a 20% variance, be recommended to be approved by Council:

Moved by: Ramsay Seconded by: Mayor Stewart

Motion:

Carried	X	For	3
Defeated		Against	0

658 Water Street east – Restricted use

SUPPORTING EXPLANATION:

Purpose: The purpose of the application is to allow a group home as a Restricted Use in the Service Commercial (C2) zone, a restricted use requires Council approval.

GROUP HOME *means a building for accommodating individuals who are not a family, live under supervision in a single housekeeping unit because of their special physical, social, or mental needs, and may also include a caretaker family.*

Background: An application was received from Atlantic Human Service Inc. (agent for property owner, DTT Home Craft Inc.) for 658 Water Street East (PID #73494) to allow a "Group Home" as a Restricted Use in the Service Commercial (C2) zone (Development Standards attached, Appendix A). The applicant is proposing to utilize the existing building for transitional housing for parolees. Atlantic Human Service Inc. operate a 20 bed transitional housing facility in Moncton, NB.

Report: Under section 5.7 of the zoning bylaw when Planning Board reviews a restricted use, it has to consider the following general criteria, as applicable:

a. *Conformity with all requirements of this Bylaw (Zoning Bylaw).*

Staff Comment: A Group Home use conforms with the bylaw, subject to Council approval for a restricted use approval in the C2 zone. The current zoning, Service Commercial (C2) does not change. One of the purposes of the Restricted Use designation is to accommodate unique uses where rezoning would result in undesirable land uses due to the "as of" rights in that zone. The proposed restricted use is permitted in other zones, if the property were to be rezoned to one of these zones, to accommodate the restricted use being sought, it would result in other undesirable land uses in the area. The specific uses can be achieved by designating the property as a restricted use allowing only the restricted use.

b. *Conformity with the Official Plan.*

Staff Comment: The proposed restricted use would conform to the Official Plan, as the land use will remain as Commercial. Should the restricted uses cease to operate for 12 months, the restricted use lapses and the zoning remains as Service Commercial (C2) and can be utilized as such. The restricted use is property specific.

c. *Suitability of the site for the proposed development.*

Staff Comment: This site is suitable for this development, as the applicant is utilizing an existing building. There is sufficient on-site parking for the proposed restricted use.

d. *Compatibility of the proposed development with surrounding land uses, including both existing and projected uses.*

Staff Comment: The property is zoned Service Commercial (C2). The restricted use (group home) may be compatible with surrounding residential and commercial land uses.

e. *Any comments from residents or other interested persons.*

A public meeting was held on May 24, 2022. The public meeting notice was advertised in the May 9th edition of the Guardian. Nineteen (19) letters were mailed to seventeen (17) property owners.

Staff Comment: No written comments were received, prior to the public meeting, regarding this application. Joffre Theriault, provided an overview of the proposed intent for the restricted use. Brenda MacQuarrie (654 Water St. East) raised concerns over the restricted use impact on neighbouring property values. She also expressed concerns about safety of her family, her property and the surrounding neighbours. After the public meeting Mrs. MacQuarrie had further questions about the maximum numbers of beds that would be allowed and whether or not the applicant would have the ability to expand the building to create more beds. Mayor and Council also had questions for the applicant, which Mr. Theriault addressed at the public meeting. Following the public meeting, several residents reached out to staff, Mayor and Council providing comment on the restricted use application. The major concerns raised were mainly public safety and impacts on the property values of properties in the area. The comments received are attached to this report as Appendix B (16 emails and a list of 40 residents names opposed to the restricted use). As well as two petitions were

submitted and both are attached as Appendix C and D . The Development Officer received calls from Barbra MacAusland (May 30, 2022) and Denise Murchison (May 31, 2022) requesting clarity and an explanation of the process going forward (next steps after the public meeting) and expressed their opposition to the restricted use. Mayor and Council also received a number of calls from residents regarding this restricted use application.

f. Adequacy of existing water, sewer, road, storm water and electrical services, city parking and parklands for accommodating the development, and any projected infrastructure requirements.

Staff Comment: The existing water, sewer, road, storm water and electrical services, can accommodate this restricted use. The Wilmot Community Centre park is located within 300m of the subject property, the property has existing on-site parking.

g. Impacts from the development on pedestrian/vehicular access and safety, and on public safety generally.

Staff Comment: The property has an existing access on Water Street East. Pedestrians have access to the existing sidewalk the south side of Water Street East. Public safety was raised as a concern by several residents in the area. Police Services are reviewing the matter of public safety and will present their findings/comments to council prior to Council making a decision on the restricted use.

h. Compatibility of the development with environmental, scenic and heritage resources.

Staff Comment*:* The development is compatible with environmental, scenic and heritage resources.

i. Impacts on City finances and budgets.

Staff Comment*:* This application does not impact City finances or budgets.

j. Other matters as specified in this Bylaw.

Staff Comment*:*

k. Other matters as considered relevant.

Staff Comment: The applicant would be subject to a building permit to change the building use. Staff was unable to determine whether or not the restricted use would create a negative impact on neighbouring property values. The subject property is assessed at $231,300 and is currently listed at $485,000 (as per real estate listing). The issues of public safety were addressed by the applicant during the public meeting and Mr. Theriault offered to meet with the MacQuarries' to alleviate their concerns regarding public safety. The west and south side of the property has a mature tree line. A designated smoking area will be provided for the residents at the rear of the building. The applicant is intending to have 8 beds maximum and has no intention of expanding the building itself.

Councillor McFeely stated that the report from last week, the staff review was ongoing and additional information was required prior to staff making a recommendation to Planning Board. As of today, staff have done their due diligence and are in a position to make a recommendation.

Councillor McFeely read the Police Report prepared by Chief Dave Poirier:

June 7, 2022

"As Chief of Police, I would have a number of concerns around the proposed facility at 658 Water St East, by Atlantic Human Services.

First, as a residential facility for parolees, the police service would have concerns around the convictions that generated a federal sentence for the potential occupants of the facility. In order for an offender to serve time in a federal facility there has to be a sentence of at least two years. Any criminal activity garnering a sentence of this nature would have to have been significant and can range anywhere on the scale of severity from homicide, sexual offences down to property crimes at the lower end of the scale.

Second, how manageable have the clients been during their time in custody? How compliant have they been with institutional rules? Have there been internal disciplinary actions handed out? Eventually, almost everyone serving a federal sentences get released on mandatory parole regardless of their behavior while in custody. For those that are not compliant inside the institution, how manageable will they be outside the institution?

Next, recidivism. A large number of offenders who receive federal sentences have had numerous convictions within the justice system prior to being given a federal sentence. Most offenders would have had several convictions prior to receiving federal time that were served at a provincial jail. Further, there is a significant percentage of people who will remain in conflict with the justice system after serving a federal sentence. Will those future victims be in our community?

Anecdotally, as a police service, we have had dealings with many parolees who have been placed in the Summerside area over the years. Some have successfully completed their sentences while others have violated released conditions and committed further criminal offences.

Lastly, and maybe most importantly, the impact on the community's perception of public safety. It is widely recognized that a community's perception of how safe their city is relies not on data or statistics but how safe one feels in their community. In this case, the citizens in the surrounding area of this proposed facility appear to have spoken loud and clear in that they do not and will not feel safe with this facility in their neighborhood. For reasons ranging from their being a school bus stop right outside of the facility that is used by students from K-12(again, there could be sex offenders housed in this facility?), from elderly persons in the neighborhood who have expressed no longer feeling safe in their homes at just the thought of the facility (fears of property crimes, break-ins, etc) to business owners expressing fears of being victimized.

Certainly in reference to public safety. one needs to keep in mind our staffing levels in order to be able to police this type of facility to keep our citizens safe.

To be clear, our police service fully supports those in their efforts and journey to rehabilitation, however, based on the above noted factors, we feel that there could be a better location sought for a facility of this type that can reduce public opposition and concerns.

J. David Poirier
Chief of Police, Summerside Police Service"

Councillor McFeely stated that coming in late this afternoon, they did not have the recommendation and it was unlikely that they would have been able to vote this evening because they did not have all the information they needed to make the decision. He stated that with this information they are prepared to vote this evening, make a recommendation to Council and then make a decision at the Special Council meeting this evening.

Councillor McFeely stated that with the agreement of the Planning Board, they will allow members of the public to speak to say a few words. He read names of individuals who have reached out to Council members with emails or phone calls and wanted to make sure that they were acknowledged.

Councillor McFeely opened the floor to members of the public in attendance:

Barry Copeland – 82 St. Clair St. – Chairman and Committee members, thank you for permitting me to speak – and Councillors Adams and McFeely and the CAO for their prompt reply to my emails. Also want to thank the person who dropped the note off at my front door enlightening me to what was going on since I was out of the country when this started. A lot of what I was going to say has been covered; I just want to make a couple of points. I looked at the bylaws for Stratford, Cornwall, Charlottetown. They all have allowances for group homes but every one of them has a restricted number. 4 in Charlottetown, 6 in Cornwall, 6 in Stratford. All require 24-hour supervision. Council, as you said, Mr. McFeely, need to do some work on the bylaws. Secondly, I just wanted to speak to the inmates. To the best of my knowledge, PEI has very few people serving time in federal prison. I highly doubt that 8 of them would be eligible for parole at any one time. Therefore, those convicts must be from other than PEI. Do we need them from other provinces? I don't think so. Third, I'm not opposed to the reintegration for sure, but I think when subjects like this come up that could be highly contentious that a small ad in the Guardian and Journal Pioneer and notice to local residents is not enough. I think you need to find a way to inform us of these controversial things, such as a write-up in our electric bill. Thank you for allowing me to speak.

Denise Murchinson – 629 Murphy Street – Well Councillor McFeely, if I knew what your motion was, I wouldn't have to go through this. Therefore, I'm going to go through with this. Good evening Mayor and Councillors and thank you for giving me the opportunity to speak. And thank you to all of you who have showed up to support here tonight. Thank you. Some of this will be repeated, Councillor McFeely, because there's stuff that I've learned that's not addressed. I strongly object to the proposal to approve restricted use for the property at 658 Water St. E. Based on comments and questions asked in the May 24 special meeting and in the community over the past week, I believe that some misunderstandings exist that I would like to question. A comment in the May 24th meeting was made that Summerside will actually be safer as a result of introducing a federal halfway house. As parolees who are supported and closer to their families are more likely to succeed. Looking closer, this could not be further from the truth. Mr. Theriault of Atlantic Human Service Inc. himself acknowledged that introducing a federal halfway house has "some" risk to the community. Some believe that this facility will support primarily Prince Edward Islanders, as Mr. Copeland just said, from federal prison into society. Percentage wise, few Islanders are sentenced to federal custody. Inevitably, this halfway house would bring into Summerside men from across Canada who have committed very serious offences, who otherwise, might never have come to PEI. Some believe that this facility would be no different from St. Eleanor's House on South Drive, which is a residential facility for men who are receiving mental health and addictions treatment, and that St. Eleanors House has had no real trouble so to speak of. Not true. Firstly, St. Eleanors House is operated by the government of Prince Edward Island and is managed by qualified Health PEI employees. This proposed facility is a private business. St. Eleanors House has in fact had

serious issues. A resident has been charged with stabbing a staff member just last November. And in the past, some federal parolees have been returned to federal prison for violation of parole. So, some federal parolees have been back here near their families. Unlike St. Eleanor's House, this private proposed new halfway house will be home to men who have committed more serious and often multiple repeated crimes from the federal prison system. Not the provincial. The federal. Mr. Theriault has asserted that the risk to safety in the community posed by the halfway house is very low. This is simply not true. When taking into consideration our small community size and a 2019 publication on the correctional services of Canada site. This publication reports on real offence rates of individuals following release from federal custody. This study reported that 24.2% of men released from federal prisons will be reconvicted of new offences within 2 years of their release from prison. That is almost 1 in 4. This means that 2 of 8 men living in the proposed halfway house at any given time will have a strong likelihood of committing new crimes within 2 years. Sometimes these crimes are committed while on parole. To quote Mr. Theriault, his Moncton facility has had issues with 15% of parolees violating their conditions as well as 6.5% walking away and being at large in the community. These are real risks. Will video surveillance, sign in sign out logbooks and curfews make a difference? Let's consider – what will this mean to Summerside? I would like to read from one of the many letters of concern included in this meeting package. This should help you understand the real potential outcome of approving this proposal.

"One of my neighbours lived in another province a few years ago. Her home was on the same street as a halfway house. Her home was broken into, and she was victimized by one of the residents of the halfway house."

Are we prepared in Summerside to knowingly and willingly assume this new risk to our community? Mr. Theriault shared that he primarily recruits people with degrees from a local university. We looked at a website where Mr. Theriault advertises his job postings in Moncton. These showed a wage of $15 to $16 per hour for positions of halfway house worker and case worker. Is he really able to attract individuals with degrees – he actually used the word "degreed" "degreed individuals" when he replied to you, Councillor Ramsay – who are qualified to be responsible for men who have committed federal offences at this wage?

Summerside is clearly not a suitable location for this facility. We know that some of these men will pose a risk for committing new crime. Does our small city have the policing capacity for increased monitoring and responding to other potential incidents? Mr. Theriault acknowledged that there was a potential high-risk offenders that they could be housed at the proposed halfway house in Summerside. He did. So there are potential high-risk offenders. This could include paedophiles who can not be cured. They can be managed, but they can not be cured. This poses a real threat to our children. One of the letters of concern pointed out that paedophiles present as friendly and caring people. Are we really going to jeopardize the safety of our children by allowing a potential convicted paedophile to have such close proximity and access to them? At the school bus directly across the street? At summer activities at the Wilmot Community Centre? At the playgrounds nearby? At the College of Piping that hosts activities for young people? At Three Oaks Senior High School that's 2.1 km away? On the bike routes to school from Lefurgey subdivision? Awareness of the potential risks posed from men living at this halfway house will clearly alter the way of life for our young families in this area. Many have already said that they would no longer be able to allow their children to be unaccompanied at the bus stop across the street or play at the parks in our area. Other parents have stated that children would no longer be able to bike, rollerblade or even walk around town. The majority of residents in the immediate area are senior citizens – many of whom live at home and are widowed. In the past week I have listened to many of

these seniors express a fear of being alone and in close proximity to this proposed halfway house. Some elderly men say they'd be unable to defend themselves if they were attacked in their own homes. They are feeling vulnerable. The Confederation Trail is at the end of the street across from this proposed halfway house. The parolees will be out and about. Will we be able to continue to walk the trail alone and feel safe? Wondering if the man we pass on the trail is a violent offender or not? Many people have commented that they have carefully selected their homes based on Summerside being a safe place to live. News of this proposal has caused alarm. People are fearful and we are worried about losing our sense of safety and security. Already, many have reported losing sleep and increased anxiety and are talking about moving to other communities. And how many Summerside residents have been victims of violence? And of people who would possibly come back to this halfway house? We don't know that, but I'm sure there's some. How will they feel if this is brought into Summerside? A recommendation from this planning board to approve this special restricted use application that will allow for PEI's very first federal halfway house poses a real risk to our present way of life here in Summerside. As the first of its kind in PEI we can't fully appreciate the extent of the full impact and the risks to public safety. What will we do when the unthinkable happens? Some may judge the strong community reaction to this proposal as a simple case of "not in my backyard." That we do not believe in supporting people in trying to make a fresh start at life. This is not the case. Everyone deserves a chance to live well. This includes individuals who have served their sentences for past crimes and the residents of Summerside. In this case, the benefits for a relatively small number of federal offenders and a few low paying high stress jobs do not outweigh the cost of a very real loss of safety and security for Summerside residents. We need to balance supporting the needs of federal offenders in rejoining society with the needs to protect vulnerable children, seniors, and citizens as a whole. This is not a suitable location to balance these needs. I urge you to end the worry of hundreds of residents tonight and set our minds at ease by approving a recommendation to reject this special restricted use application for 658 Water St. East. What we're talking about here is not a group home; it is a halfway house. Thank you.

Charles Brown – 737 Flamingo Dr. – I'm just curious now – is this supposed to be manned 24 hours a day with personnel, because the hospitals don't have workers, the manors don't have workers, everybody's trying to hire. Where's he getting all these workers? We can't find workers, so where's he going to workers to man a facility where you need people 24 hours a day to be there. And also, so we say, not my backyard, and we win. So any of you councillors want to put it in your backyard? Anyone want to step up? When we say, we don't want it. Well? Who wants to step up? Which one? Who wants it in their backyard.

Councillor Ramsay – that's not a fair question.

Councillor McFeely – that's not the issue tonight, sir.

Charles Brown– well it is the issue tonight. We don't want it, so we'll give it to anyone here, and why was that location picked?

Councillor McFeely – the issue tonight, sir, is we have an application that came in through the City. The City didn't choose the application.

Charles Brown - But why that location?

Councillor McFeely - I have no idea.

Charles Brown - Why not the young offenders building that's empty?

Councillor McFeely – I don't know that, sir.

Charles Brown – maybe Bobby Morrisey should be here to tell us why the location, why the federal government decided this.

Councillor McFeely – I don't know that, sir.

Charles Brown – so should Bobby Morrissey have been invited? Was he invited?

Councillor Ramsay – it's a private business

Charles Brown – but it's still tied in with the federal government

Councillor McFeely – it's a public meeting

Charles Brown – but shouldn't he be a special speaker?

Councillor McFeely – I don't know.

Jonathan Vickerson – 236 South Dr. – I don't understand how this all even came to light. When you want to open a business you need to get a change of occupancy, you need to do a whole pile of paperwork that I have been through. I have been drug through the mud on paperwork and I have no clue how these guys got this far along without anybody finding out about it. It makes no sense. The Municipal Government Act. Do we know what the Municipal Government Act is? Councillors. Did you read it like I asked you to months ago? Did you?

Councillor McFeely – I mean, I've read the Municipal Government Act.

Jonathan Vickerson - and you are aware of the power of what these people can do to stop you. And I will let every one of them know. And every one of them can write a letter to the ombudsperson and every one of them can stand up to you because it looks like they already are. You have yourself a good day.

Councillor McFeely – well thank you for your comments. We are working through a process here that's defined that we need to work through. I think generally people respect that we have a process that we need to work through and that we will ensure that the process is followed appropriately.
If there are any other comments.

Marianne Lefleur – 561 Notre Dame – I'm actually new to the area but I'm here to talk to you about my experience. We had a beautiful neighbourhood and we had lots of children. Suddenly they put one of those group homes into the neighbourhood. Within 6 months, the kids were (terrorized or terrified – can't tell), girls could not walk down the street, I'm from Hamilton Ontario, and the crime rate in Hamilton in the last 3 years has gone up to 76%. And there are so many "group homes" which actually turn into, there's drug addictions, all kinds of sexual predators, we have all kinds. So when I heard today from a friend of mine that told me that you guys were going to try and get a group home – don't do it. Don't do it for your children. Don't do it for anybody because I'm sorry, there are places they can put

these people. And like you said, if it's not coming from PEI people, why do you have to bring the criminals from other places. Like, you can get criminals from Hamilton and it's really bad. You read the statistics in Hamilton and crime rate is crazy. People are scared to walk to be in their homes. I came to this place because it is peace, its loving and people are so kind. When I'm finding out that people are going to be scared again, it brings back horror stories. Please do no let this happen in this city.

Aaron MacDonald stated that he had talked to the applicant today and were not anticipating having the full information for this evening so he wanted to keep them aware of the discussions. Since staff was going to have additional information to the Planning Board today, they reached out to the applicant to advise the additional information would be brought forward to the committee today. They would not know if there would be a vote until the committee meets and reviews all the information. The applicant wasn't able to come to the meeting today, but wanted the committee to know that they could provide written responses to any questions they may have. The applicant was advised that the meeting would be live streamed. MacDonald stated that the general consensus of staff was that they supported what Chief Poirier had said about not recommending it for this location.

As per Section 5.10 (b, iii) of the Zoning Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward to Council for a final decision.

PLANNING BOARD RECOMMENDATION: That the Planning Board support the recommendation made by staff and to recommend that this be sent to a Special Council meeting for a formal vote.

Moved by: Councillor Adams Seconded by: Councillor Ramsay

Motion:

Carried	X		For	3
Defeated			Against	0

Mobile Sales Establishments

Will be discussed at the Technical Services meeting later this evening.

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Police, Fire & Emergency Planning Committee Meeting

Minutes

June 7, 2022

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Justin Doiron
Councillor Barb Ramsay, Chair
Councillor Cory Snow
Councillor Greg Campbell, Co-Chair
Councillor Brian McFeely
Rob Philpott, Chief Administrative Officer
Kristen Dunsford, Director of Financial Services
Dave Poirier, Chief of Police
Brian Hawrylak, HR Officer
Members of the Media
Members of the public

Call to Order

The meeting was called to order

Agenda was approved

Fire Service Presentation – Family of the Late Leo Stewart

Fire Chief Ron Enman on behalf of Summerside Fire Services made a presentation of a portrait of late Firefighter Leo Stewart. One portrait will hang in the Summerside Fire Hall Station 2 and one presented to the family.

Fire Chief Enman read the following citation:

"Thank you everyone for attending Leo Stewart's portrait presentation. Special thanks to Leo's family for being here today, Mayor Basil and Council for taking part in this presentation, Also Summerside Fire Department members, retired members, and members of the public.

This dedication is honoring a valuable and respected member who served the residents of St. Eleanor's and Summerside for many, many years.

On April 25th, 2020, Summerside Fire took part in a drive-by celebration for Leo. It was a very touching day for everyone involved. The sheer number of people that took part was unbelievable. Fire Department members, schoolboard personnel, co-workers, children, and friends to name a few. I think this showed, what Leo meant to our community.

Just a little history for those who aren't familiar. When an active member of the Summerside Fire Department passes, there is a portrait done and this portrait will hang on the wall of the fire hall in which he served.

As with many things, Covid delayed this presentation, so as soon as the portrait was finished, and CPHO guidelines eased, we scheduled this date.

Leo joined the St Eleanor's Fire Department on January 28th, 1991, and served there and Summerside for a total of 29 years, a lot of those years as a pump operator on Engine 4. Some people have the gift of making the trucks perform to their maximum output, Leo was one of those guys. Always the guy that you could count on.

Being a firefighter was one of Leo's gifts, but he was also a very skilled golfer and curler. Always taking part in the many provincial and maritime tournaments that Summerside hosted over the years, plus representing our department across Canada.

Summerside Fire Department is also well known for hosting the Maritime Fire Chiefs Conference, many times over the years. Leo always had a lead role, not only organizing buses and scheduling transportation to many events for large groups, but also drove many groups for shopping trips, tours of PEI, and other events. I'm sure they enjoyed the many activities that they attended.

Most have said the drive to and from these events was the most entertaining of all. No one would ever get off a bus that Leo was driving, without a big smile on their face.

Leo also represented PEI many times at the National Championships for Firefighter Curling. Summerside teams were always very popular on the team-entertainment evenings and Leo was certainly a very big part of the many skits that provided lots of chuckles for people across Canada.

Always entertaining, he could take command of a large group, but on a serious note, when you went to a fire scene and had to deal with some pretty hazardous situations, he was the guy that you would want on the pump panel controlling your water flow. He was someone you could trust with your life.

He represented our department and the province as Team PEI at 6 National Curling Championships, with a best finish of 4th in the country during the 2015 championship held in Valleyfield Quebec. Also, during

that championship Leo was voted by the curlers from across the country as the all-star skip for the championship.

As a fierce competitor, the games on the ice were important to Leo. He wore the provincial jacket with pride and wanted to do his best to represent island curlers. It was his ability off ice to bring his real passion through…he loved meeting people, telling stories and generally wanted to enjoy every moment. It was this side of Leo that other curlers saw and recognized him for it.

In 2015 Leo was presented with the Aubrey Neff Award, an award that is voted on by the players. The award identifies the curler at the championship that best exemplifies curling ability, sportsmanship, and camaraderie. Leo's teammates are here with us tonight with their curling jackets on to show how much Leo meant to firefighter curling here on PEI and the many friends they made across Canada.

This painting will hang on the wall of station 2, where Leo served. It will serve as a reminder to all firefighters in the future, of the commitment and dedication in which he served. New members will join SFD, stories will be told, and memories will live on forever.

- *I'd like to ask Mary to come up for the portrait presentation.*
- *Captain Paul Kelly and Firefighter Chris Ross from Engine 4 will take part in the presentation , both long serving members with Leo.*
- *Mayor Basil Stewart and Fire Counselor Barb Ramsay*

In closing, once again I'd like to thank the everyone for taking part in this dedication today."

Fire Service presentation – COVID recognition

Fire Chief Enman, presented an award that was accepted by the Summerside Fire Service from the Province of PEI for the efforts in providing fire and medical coverage during the COVID pandemic.

No Parking sign (Poplar and Elm Street)

Councillor Snow stated that this item is in the process of being addressed

Willow Ave (Elm Street School)

This item will be deferred to the July committee meetings

Jason/Tanton Drive corner

This item will be deferred to the July meeting as Councillor MacDougall is not at the meeting to address.

Parking space request

Deputy Mayor McColeman had a request from a resident seeking a street parking spot by her home as the resident has mobility issues.

Chief Poirier stated that it would be something that would be difficult to police if street parking is assigned. He stated that she could possibly use a couple of pylons to mark off a spot when she is expecting a medical service provider appointment.

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Technical Services Committee Meeting Minutes

June 7, 2022

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Justin Doiron, Chair
Councillor Barb Ramsay
Councillor Cory Snow, Co-Chair
Councillor Greg Campbell
Councillor Brian McFeely
Rob Philpott, Chief Administrative Officer
Kristen Dunsford, Director of Finance
Brian Hawrylak, HR Officer
Members of the Media

Call to Order

The meeting was called to order

Agenda was approved

Mobile Sales Establishments

Councillor Doiron stated that he had a vendor who contacted him seeking to have a mobile sales establishment for a couple of weeks and at a festival and was wondering if anything can be done for a short duration instead of paying a fee for a permit for a year.

CAO Philpott stated that this can be discussed at the Bylaw and Policy Review Committee and bring back a recommendation.

South Drive crosswalk

Deferred to the monthly meeting of June 20, 2022

McGee & South Drive crosswalk

This item will be deferred to another meeting as Councillor MacDougall is not present to speak to the item.

Adjournment

Motion	It was moved and seconded;
That	The meeting be adjourned.
Motion Carried	