

**TOWN OF NORTH RUSTICO
REGULAR COUNCIL MEETING AGENDA
MONDAY JUNE 3, 2024, AT 6:00PM
TOWN OFFICE, 106 RIVERSIDE DRIVE**

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Declarations of Conflict of Interest**
- 4. Adoption of Previous Minutes-** Regular Council May 6, 2024 6:00PM
 - 4.1 Business Arising from the Minutes
- 5. Delegations & Special Speakers**
- 6. Reports**
 - 6.1 Wellness Centre GM Report
 - 6.2 CAO Report
 - 6.3 Fire Chief Report
- 7. Committee Reports**
 - 7.1 Sewer and Water Utility Board
 - 7.2 Planning Board
 - 7.3 Rec & Events Committee
 - 7.4 Wellness Centre Advisory Committee
 - 7.5 EMO Committee- No Meeting
 - 7.6 Finance & Infrastructure Committee
 - 7.7 North Rustico Lighthouse Committee- No Update
- 8. Requests for Decision**
 - 8.1 RFD 2024-06-025 Zamboni in Parade
 - 8.2 RFD 2024-06-026 Approval of to Apply to Canada Games Legacy Fund
 - 8.3 RFD 2024-06-027 Approval of Fire Dept Gym Memberships
 - 8.4 RFD 2024-06-028 Approval of In Ice Logos Minor Hockey/Ringette/Mount
- 9. New Business**
 - 9.1 Visioning Exercise for the Eliyahu Wellness Centre vision
 - 9.2 Council Bios
- 10. Correspondence**
 - 10.1 Rural Beautification Society
- 11. Appointments to Committees-** Finance and Infrastructure
- 12. Next Meeting Date –** Monday July 8, 2024, at 6:00PM
- 13. Adjournment**

**Town of North Rustico
Regular Council Meeting Minutes
Monday June 3, 2024, at 6:00PM**

PRESENT:**Mayor****Councillors****Staff****Regrets****Others** Fire Chief Dan Gallant

Heather McKenna

Margaret Goulding, Donna Coll, Michelle Pineau, David
LeClair and Janet Shannon

Stephanie Moase, Grace Constantine and Darren Banfield

Councillor Patricia Doucette

1. CALL TO ORDER

Mayor Heather McKenna called the meeting to order at 6:00pm.

2. APPROVAL OF THE AGENDA

It was moved by Councillor Margaret Goulding and seconded by Councillor David LeClair that the agenda be approved with the addition of Approval of Special Minutes of May 30 2024, 9.3 Community Housing Expansion and 9.4 Flag Policy.

**(4-0) MOTION CARRIED
(2024-06-061)**

3. DECLARATIONS OF CONFLICT OF INTEREST

Nil

4. ADOPTION OF PREVIOUS MINUTES

It was moved by Councillor Donna Coll and seconded by Councillor Janet Shannon that the minutes from the Regular Council Meeting May 6, 2024 be approved as presented.

**(4-0) MOTION CARRIED
(2024-06-062)**

It was moved by Councillor Margaret Goulding and seconded by Councillor Janet Shannon that the minutes from the Special Council Meeting May 30, 2024 be approved as presented.

**(4-0) MOTION CARRIED
(2024-06-063)**

4.1 Business Arising from the Minutes

Nil

5. DELEGATIONS & SPECIAL SPEAKERS

Nil

6. REPORTS

6.1 Wellness Centre GM Report

Council reviewed the report and GM Darren Banfield provided an update on the operations for May, the Mount ice times are winding down and some staff has been laid off. Ice rentals are typically only after 4pm in May and June, July is looking much busier. Capital sponsorship signage has still not been completed, Darren is working with the owner to get these completed. The compressors for the ice chillers have been acting up, contractor has been on site to try to have them running again.

6.2 CAO Report

Council reviewed the report. Stephanie Moase stated that she is working with MRSB and Grace Constantine correcting issues with the 2023-2024 financials. Met with ACOA regarding the funding request for the boardwalk. Maritime Electric has been out to survey where additional lighting would be located at Abegweit Lane and Recreation St.

6.3 Fire Chief Report

Fire Chief Dan Gallant provided his report, the total number of members is now 32 with 8 officers. The Fire Dept has found a used rescue boat that would be less costly than purchasing a new boat but would change the capital plan for the boat purchase from 2027 to this year. They are requesting permission from Council to move up the purchase of the boat and to allow the purchase of the boat for \$25,000 plus taxes, if their inspection deems it fit. The dept has also received some new equipment through the Province for fighting forest fires.

It was moved by Councillor Margaret Goulding and seconded by Councillor Janet Shannon that Council approve the Fire Dept to purchase a used rescue boat from the Fire Dept Fundraising account in the amount of \$25,000 plus applicable taxes, including a \$5,000 deposit, moving the capital purchase ahead to this year from 2027.

**(4-0) MOTION CARRIED
(2024-06-064)**

Councillor Michelle Pineau entered the meeting at 6:59pm

7. COMMITTEE REPORTS

7.1 Sewer and Water Utility Board

Chair David LeClair mentioned that a new alternator was ordered for the generator at the water building. Rental generator has been installed. Reviewing work done in 2017 on Harbourview Dr, project had issues.

7.2 Planning Board

Council reviewed the report. The Planning Board is now reviewing the current bylaw. The May planning decisions was also reviewed.

7.3 Recreation & Events Committee

Council reviewed the report. Canada Day has been the main focus, things are coming together. Expanding the Town demonstrations program. Still looking into the possibility of installing a skatepark at the Wellness Centre.

7.4 Wellness Centre Advisory Committee

Council reviewed the report.

7.5 EMO Committee

No meeting.

7.6 Finance & Infrastructure Committee

Chair David LeClair stated that there has been another resident interested in becoming a member and the committee recommended Council to appoint Dana Cole to the committee. The committee also made final recommendation to Council for the budget approved at the May 30th special Council meeting.

7.7 North Rustico Lighthouse Committee

The committee has been receiving quotes for the renovation project and it looks like the request for funding in the fall to DFO will be around \$300,000.

8. REQUESTS FOR DECISION

8.1 RFD 2024-06-025 -Zamboni in Parade

Councillor Margaret Goulding read the RFD. The Wellness Advisory Committee had recommended that the zamboni be on a float in the parade. Highway safety was contacted and reverted us to the RCMP regarding the studded tires. CAO contacted insurance to ensure it would be covered, awaiting on info. The Lions Club do not want the zamboni on a float but want it to be driven and they will pay for any additional insurance required.

It was moved by Councillor Margaret Goulding and seconded by Councillor Donna Coll that Council approve the Zamboni to be driven in the parade pending the RCMP decision regarding.

**(5-0) MOTION CARRIED
(2024-06-065)**

8.2 RFD 2024-06-026 -Approval to Apply to Canada Games Legacy Fund

CAO Stephanie Moase read the RFD. The funding is meant for new facility builds or renovations to sport buildings. There was discussion on what was part of the the original build that has not been completed.

It was moved by Councillor Margaret Goulding and seconded by Councillor Donna Coll that Council approve the CAO apply to the Canada Games Legacy Fund for the kitchen ventilation and fire suppression at the Wellness Centre.

**(5-0) MOTION CARRIED
(2024-06-066)**

8.3 RFD 2024-06-027 -Approval of Fire Dept Gym Memberships

Councillor Margaret Goulding read the RFD. It was discussed that the memberships should be just for the members and not their families. There is also an issue with people being let in to the gym without a card. It needs to be looked into about signing in and out to the gym for liability issues.

It was moved by Councillor Donna Coll and seconded by Councillor Margaret Goulding that Council to approve a membership for current North Rustico Fire Dept members.

**(5-0) MOTION CARRIED
(2024-06-067)**

8.4 RFD 2024-06-028 -Approval of In Ice Logos Minor Hockey/Ringette/Mount

Councillor Margaret Goulding read the RFD. There was some discussion about where the new logos would be placed and if there would be additional spots to be sponsored. CAO said yes, there is one spot that we can place a new sponsor and the 'Home Of' logos spots are new at centre ice, so will not be taking up previously sold spots.

It was moved by Councillor Margaret Goulding and seconded by Councillor Michelle Pineau that Council approve new 'Home of' logo spots for Minor Hockey, Ringette and The Mount.

**(5-0) MOTION CARRIED
(2024-06-068)**

9. NEW BUSINESS

9.1 Visioning Exercise for the Eliyahu Wellness Centre Vision Statement

Council discussed and felt this exercise would be best done in a working session, in a morning when everyone is fresh. CAO will plan a session for a later date.

9.2 Council Bios

CAO explained that it was a suggestion for Council to have a spot on the website with a picture and small write-up so that all residents could be familiar with Council. CAO requested all Council provide the info. It was also suggested that all staff do as well.

9.3 EOI Community Housing Expansion

There is a new fund for Community Housing Expansion, the Town is unable to apply but may partner with a not for profit group whose has experience in community housing. If there is a proponent interested in applying, Council is supportive to partnering to ensure expanded community housing in the Town.

9.4 Flag Policy

Flags being flown at half mast for commemorating a tragic event or mourning of a past member of Council, the staff is required to provide the information to the public as to why the flag has been lowered. This can be done either in the newsletter or on Facebook if the event happens outside of when the newsletter is put out.

There was the question of whether there would be a Grand Council flag flown in June. CAO explained that it was not added to the Flag Policy at this time but if it is requested to fly the flag, it needs to be added to the policy.

10. CORRESPONDENCE

10.1 Rural Beautification Society

There is a new community spirit category, People's Choice award that the Town could be part of, to add community spirit. Council supports this initiative.

11. APPOINTMENTS TO COMMITTEES- Finance and Infrastructure

The Finance and Infrastructure committee recommended Council appoint Dana Cole to the committee.

It was moved by Councillor David LeClair and seconded by Councillor Margaret Goulding that Council appoint Dana Cole to the Finance and Infrastructure Committee.

**(5-0) MOTION CARRIED
(2024-06-069)**

12. NEXT MEETING– Regular Council Meeting Monday July 8, 2024, 6:00pm


13. ADJOURNMENT

There being no further business it was moved by Councillor Janet Shannon and seconded by Councillor Margaret Goulding that the meeting be adjourned at 8:04PM.

**(5-0) MOTION CARRIED
(2024-06-070)**

ACTION ITEMS

- Committee Chairs to send written reports by Wed July 3, 2024
- CAO to continue to work on getting quote for employee medical benefits
- Council to review tender for audit services in July
- NSCaR to provide a member to the EMO committee
- Staff to apply to Rural Beautification Community Spirit Award



Heather McKenna

 Mayor Heather McKenna

Stephanie Moase

 CAO Stephanie Moase

July 9, 2024

 Date

July 9, 2024

 Date

Quick summary of EWC current happenings:

MAY 2024

Canteen:

- Canteen closing suggestions – month of June?

Sponsor Signage

- Owner of Gemini has been contacted and he is working closing off remaining Capital sponsors – though no signs have been installed since the discussion and site visit April 12th – email received stating all owing signage will be completed by June 14th.
- Letter submitted to CAO for Council review – suggesting to depart from Gemini – to be sent out June 14th unless completed before this date.
- Old sponsor boards from North Star have been moved to Excellence room – suggest we get new sign for acknowledgement and discard old heavy signs – **parking this until August.**
- ADL have been to EWC and are working on their Canteen signs – signs still not in place, several emails sent for follow up but no response as yet.

Staff/Culture

- Hourly Staff reduced down to 125 hours per week – down from 155 per week during March.
- Spring/Summer Lay-off options and/or reduced hours taking effect June 2nd
- Overall staff attendance and performance is stable.

General

- Automation system having issues – sensors for power outputs in place – IRP 3 still being reviewed.
- Live Barn in place – yet to see a deposit from them – 11 subscriptions to date.
- CMEI Review completed on Deficiencies – their report was sent to Provincial Consultants and the Town earlier this week. There findings need to be reviewed as there are a lot of miss-documentation occurring.
- June Fit classes booked for 2 sessions weekly for the month of June (Excellence Room).
- Month of June looking very quiet – should see a busier period in July.
- August – Ice removal for 3 weeks

**TOWN OF NORTH RUSTICO
CAO REPORT
COUNCIL MEETING JUNE 3, 2024**

Sewer & Water

- Lenny getting quotes on Capital projects
- Reviewing information required for IRAC filing
- Board recommends the honorarium be set at \$500/year for non-council members
- Working on new draft of Sewer and Water Utility Bylaw
- Working with service company to get repairs done to water generator, interim generator rented

Town

- Reviewing draft on Wellness Centre deficiencies, working with Resolve on operational plans and ongoing issues
- Awaiting draft from MNP on governance audit
- Preparing next quarter submission of 2023-2024 MCEG funding claim.
- Submitted AER information to Infrastructure
- Submitted Approved budgets to Municipal Affairs
- Working on financials for 2023-2024 f/y with MRSB
- Received one student position through for Jobs for Youth, position filled
- Received one student position through Canada Summer Jobs, position available
- Working with Stantec and Planning Board on Official Plan and Bylaw Update
- Completed Draft of 2024-2025 Budget
- Working on new draft of Employee Handbook, Remuneration Bylaw
- Completing review of Sponsorships for Wellness Centre

CAPITAL PROJECTS

- Need to complete closure for Insurance Projects, Lenny to get quotes for old water building and greenhouse
- Sewer Plant Upgrades Project 16.5.6 underway with CBCL, Hansen, Toombs, commissioning completed
- Submitted application for Fire Dept funding through Community Revitalizations for equipment upgrades
- Working with DFO and committee on North Rustico Lighthouse divesture
- Greenspace at Autumn Lane downed/dangerous tree clearing completed, covered by Provincial FEP, need to begin next phase of limb clean up and trail recreation, and reforestation plan. Did not receive funding through Climate Challenge Fund to start phase 2
- Awaiting funding for Boardwalk Renewal Project, Community fundraising beginning, hoping to begin project in Fall. Working on RFP.



NORTH RUSTICO FIRE DEPARTMENT

Chief Dan Gallant

106 Riverside Drive PO Box 38 North Rustico, PE COA 1X0

Office (902)963-2296 Fax (902)963-2921 Cell (902)213-8600

CHIEF'S REPORT

Date: June 3rd, 2024

Current Members:

- **Total Members** 30
- **Officers** 6
 - Chief Dan Gallant
 - Deputy Chief Allan Williams
 - Captain MFR Ryland Yorke
 - Captain Ladder Co. John Gauthier
 - Captain Engine Co. Douglas Burrige
 - Lieutenant MFR Aubry MacDonald
 - Lieutenant Ladder Co. Jordan Gallant
 - Lieutenant Engine Co. Alex Gildert

- **Firefighters/Only** 4
- **Firefighter/MFR** 19
- **Medical First Responders/only** 2
- **Support Members** 5
 - Fred Fyfe
 - Randy Pineau
 - Curtis Gallant
 - Mike Rink
 - Dianna Lowe (new administrator)

CALLS LAST MONTH

MFR 1
MVA 0
FIRE/smoke 0
ALARM 1
Mutual aid Fire 0

Total Calls: 2

WHAT'S NEW AROUND THE FIRE HALL

Working on this year's fundraisers. Chase the ace has taken the summer off, and we are trying to get the casino night up again. We are trying to have it this fall.

NEW EQUIPMENT

Allan is working hard with the officers and Stephanie to get our request into the province to obtain \$.50 dollars. Also, I would like to ask Council to take into consideration an opportunity that has presented to the department. We have located a used boat that is exactly what we have been looking for. Myself and two of the officers are going to look at this boat on Wednesday evening and if this will work for us we would like to move the purchase up to now as we have the funds to get it and this boat is 1/5th the cost of the new one that we have in the capital budget for 2027. I would ask the council allows us to proceed with this purchase (if this boat is what we need and is suitable) and allow us to take a cheque for a down payment to secure this for NRRFD.

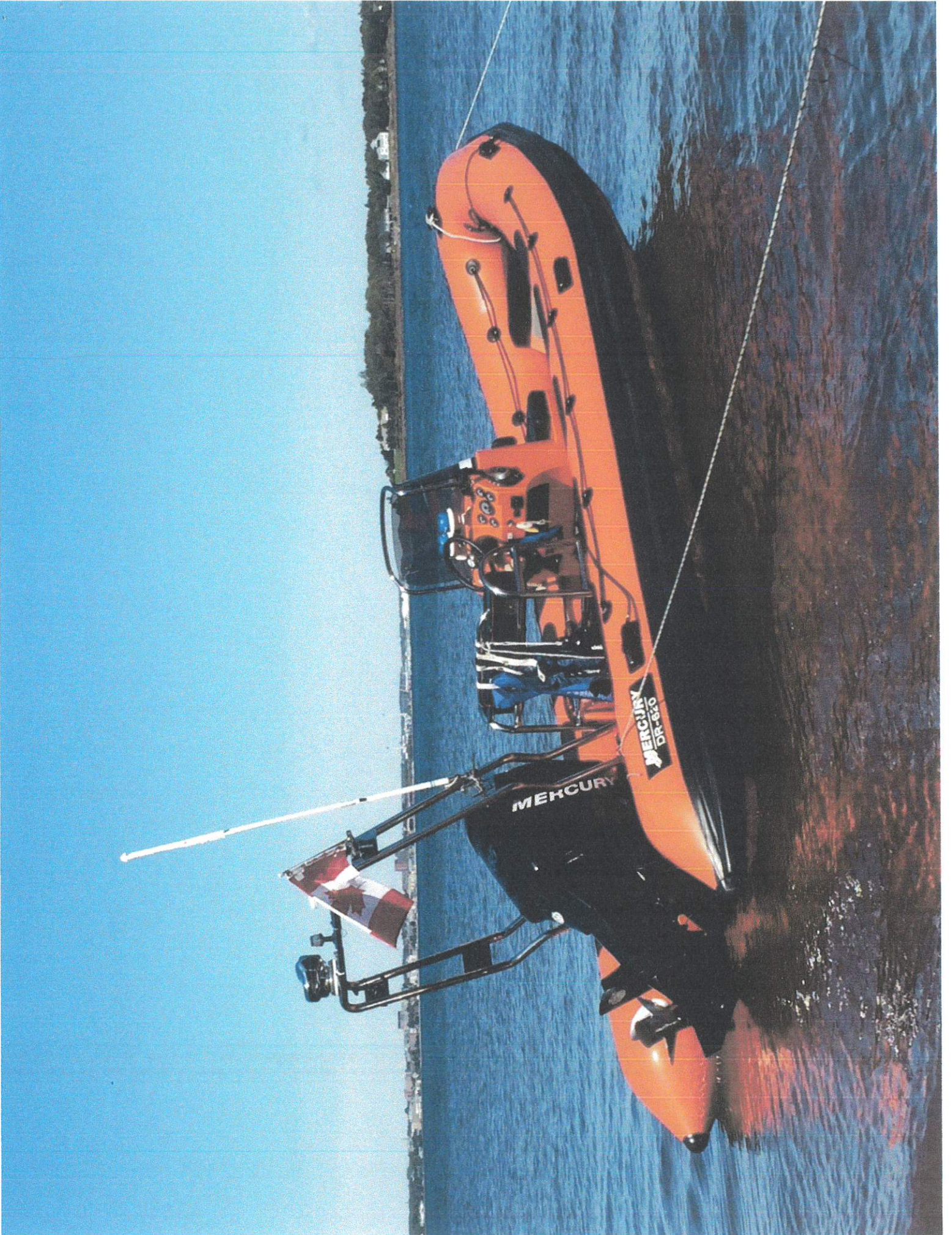
CHASE THE ACE

A reminder that the draw for Chase the ace next draw Sept 14th jackpot is \$1,000,000.00

Online or at several locations in Winsloe and North Rustico lions club when they are opened. Hunter River Lions club and Cymbria Lions clubs and lastly here at the Fire Hall on Saturday's

I submit this report for your approval.

Chief Dan Gallant



Town of North Rustico Development Permits May 2024

PID	Address, Community	Application Type	Application Details	Nature of Decision	Appeal By Date
237545	25 Harbourview Drive, NORTH RUSTICO	Development Permits	Roof Structure over Existing Swimming Pool	Approved	5/24/24
1059757	56 Spring Street, NORTH RUSTICO	Development Permits	New Accessory Building "Baby Barn"	Approved	6/12/24
1107390	64 Abegweit Lane, NORTH RUSTICO	Development Permits	New Sunroom Addition, Privacy Fence & Garden Shed	Approved	5/22/24
1107622	74 Abegweit Lane, NORTH RUSTICO	Development Permits	New Garden Shed	Approved	5/22/24
235986	83 Line Road, NORTH RUSTICO	Development Permits	New Addition to an Existing Accessory Building	Approved	6/12/24
890848	7379 Cavendish Road, NORTH RUSTICO	Subdivision		Approved	6/04/24

Recreation and Special Events Committee Report:

The Recreation and Special Events Committee has met since our last Council meeting (Monday, May 6).

Things are coming together nicely for Canada Day. We are still recruiting volunteers, so if you know of anyone, please let us know. A break-out working group was formed to work more intensely on sponsorships and that is going well, with some contributions already in.

We have been working to expand our Demonstration Program to add more variety and to ensure that it is apparent that the demonstrations are a Town initiative, which is progressing. We also briefly discussed the possibility of adding Experiences (hands-on, experiential) in addition to static, observational demonstrations, but more discussion would be required. If any of you have additional ideas or suggestions to share, please let us know.

Update on Skate Park Proposal: We expect to have a presentation from the proponent at the next meeting and I (Michelle) have learned that Stratford has a skate park; I have a friend on the Stratford Town Council and will enquire through her as to how they went about installation and insurance.

Any questions? Comments?

Respectfully submitted,

Michelle Pineau

Wellness Centre Advisory Committee Report to Council June 3 2024

Our meeting was held May [29th.at](#) the centre. We recommend that the Zamboni be allowed to be in the Canada Day Parade but needs to be on a float for Insurance purposes. Sign company has said the signs will all be done for June 14th, if not the town will send a letter saying we are going else where. The fire department was given their pass for gym membership. Finally we have a fitness class for the month of June Friday and Sunday with Sara Bernard . Thank you

Chair Margaret Goulding

**Town of North Rustico Council
REQUEST FOR DECISION
Topic: Approval of Zamboni in Parade**

Date: Wednesday, May 29, 2024	Request No: 2024-06-025 <i>(Office Use Only)</i>
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Person: Margaret Goulding	Representing: Wellness Centre Advisory Committee
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Background:
The North Rustico Lions Club generously donated the new electric Zamboni to the Eliyahu Wellness Centre Canada Games Place. The Zamboni is wrapped with the Lions Club emblems and is very stunning! A member approached the Town office requesting to use the Zamboni on a float in the Canada Day parade to showcase it. The member then returned asking if it could instead be driven in the parade. CAO Stephanie Moase advised the process would be to bring it to the Wellness Advisory Committee for recommendation and final approval by Council. The Advisory Committee made a recommendation to Council at the Wednesday May 29 meeting that the Zamboni should be on a float. It was further requested that CAO Stephanie Moase check with the insurance for their advice.

Request:
Council to approve the Lions Club to have someone drive the Zamboni in the Canada Day parade.

Advantages	Disadvantages
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Required Resources:	
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Staff Comments	The Lions Club member spoke with Operations Manager David Whitlock who said he felt that there would be no issues with driving the Zamboni in the parade, CAO provided this information to the Advisory committee
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CAO's Review / Comments	CAO has contacted insurance and is awaiting further information
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**Town of North Rustico Council
REQUEST FOR DECISION**

Topic: Approval to Apply for Canada Games Legacy Fund

Date: Wednesday, May 29, 2024	Request No: 2024-06-026 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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<p>Background: The Canada Games Host Society announced a surplus Fund that would be available through Community Foundation of PEI as the 2023 Canada Games Legacy Fund. Funding is available to Sport Organizations and Municipalities across PEI. Ventilation to complete kitchens in the new centre was missed in the original design and was added late as a change order and additional cost. Due to time constraints to be ready to open for Canada Games, this change order was never implemented. To provide operational revenue, and the familiar rink tradition of ‘beloved rink fries’ the Town would like to have this work completed and would like to apply for funding to complete this project</p>
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<p>Request: Council to approve the CAO to apply to the Community Foundation of PEI for the 2023 Canada Games Legacy Fund to complete the kitchen ventilation and fire suppression at the Eliyahu Wellness Centre Canada Games Place</p>
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Advantages	Disadvantages

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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**Town of North Rustico Council
REQUEST FOR DECISION
Topic: Approval of Fire Dept Gym Memberships**

Date: Wednesday, May 29, 2024	Request No: 2024-06-027 <i>(Office Use Only)</i>
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Person: Margaret Goulding	Representing: Wellness Centre Advisory Committee
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Background:
The North Rustico Volunteer Fire Dept members volunteer their time and care to our Town and surrounding district. Last year there were provided a trial gym membership to the Eliyahu Wellness Centre. To help keep them fit and show our appreciation the Wellness Centre Advisory Committee recommends to Council to continue this membership for the North Rustico Fire Dept Members.

Request:
Council to approve a free membership to the Eliyahu Wellness Centre gym for North Rustico Fire Dept members

Advantages	Disadvantages
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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**Town of North Rustico Council
REQUEST FOR DECISION**

Topic: Approval of In Ice Logos Minor Hockey/Ringette/Mount

Date: Wednesday, May 29, 2024	Request No: 2024-06-028 <i>(Office Use Only)</i>
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Person: Margaret Goulding	Representing: Wellness Centre Advisory Committee
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<p>Background: The In Ice logos at the Eliyahu Wellness Centre are a source of sponsorship revenue. Last year 8 logos were on the ice. This year it was suggested to show our pride for in house teams that we would add logos at the centre ice for home leagues. The suggestion is to add a banner that would say Home Of and logos for North Star Minor Hockey, Rustico Riptide Ringette and The Mount Academy at no cost to them. Note: There is one available spot for sponsorship this year for \$2,000/year for 5 years</p>

<p>Request: Council to approve the addition of logos of the in house leagues when the ice is replaced in August.</p>

Advantages	Disadvantages

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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Warm Greetings from the Rural Beautification Society!

We are very proud to introduce a brand new competition this year, the “COMMUNITY SPIRIT PEOPLES CHOICE AWARD”. This competition will not be judged in the traditional way, but will be based solely on encouraging Community members to vote online for their Community.

At stake is \$1000.00 for the winning Rural Town, and \$1000.00 for the winning Rural Municipality to put towards a project that will improve the outdoor space of their Community.

We encourage all Rural Towns and Rural Municipalities to get the word out via their Facebook and web pages. Garnering your Community spirit and pride of place could earn you the coveted spot of best Rural Town and Rural Municipality on the Island!

The Rural Beautification Society will support the competition via its Facebook Page, Website, Competition Books and Press Releases.

Entry Fee and Application: \$20 to be submitted by an
authorized Council
Member

Voting: will take place on the Rural Beautification Society website

Please see our website www.peirbs.ca for the application form and details, or see the attached Competition Book (page 6).

Encourage your Community Members to vote as many times as they like!!!