

Town of North Rustico, PEI

AGENDA

Regular Council Meeting

July 27th, 2020 at 7PM

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA & ANY ADDITIONS OR DELETIONS**
3. **DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST**
4. **APPROVAL OF MINUTES OF July 13th, 2020 Special Council Meeting and July 13th, 2020 COC Meeting**
4.1 Business arising from the minutes.

Phone Call with John Dewey from Federation of PEI Municipalities
5. **DELEGATIONS, SPECIAL SPEAKERS AND PUBLIC INPUT**
6. **COMMITTEE REPORTS**
 - Fire Department Update - Deputy Mayor/ Liaison Les Standen
 - Finance Committee - Budget Update - CAO Patsy Gamauf
 - North Star Arena Replacement Update - CAO Patsy Gamauf
7. **REQUEST FOR DECISION**
2020-22 Variance for PID 236786
2020-23 Replace Existing Tax Rate Group Bylaw
2020-24 Replace Existing Borrowing Bylaw
8. **NEW BUSINESS/CORRESPONDENCE**
 - Music in the Park
 - Public Washrooms
9. **NEXT MEETING August 10th, 2020 at 7PM**
10. **ADJOURNMENT**

Town of North Rustico, PEI
Meeting Minutes
Regular Council Meeting
Monday, July 27th, 2020 at 7PM

PRESENT: Mayor Heather McKenna, Councilors Les Standen, Patsy Doucette, Michelle Pineau, Donna Coll, Stephanie Moase and Janine Doucette

Staff: CAO Patsy Gamauf, Deputy CAO Marley Doucette and Administrative Assistant Kristen Dennis

Regrets:

OTHERS:

1. CALL TO ORDER

Mayor Heather McKenna called the meeting to order at 7:00PM.

2. APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Les Standen and seconded by Councilor Janine Doucette that the agenda for July 27th, 2020 be adopted as presented with the following additions:

-300 Trees Arnold Smith

-Glowing Hearts

(2020-07-08) CARRIED (6-0)

3. DISCLOSURE OF CONFLICT OF INTEREST

There was none.

4. APPROVAL OF MINUTES

It was moved by Councilor Patsy Doucette and seconded by Councilor Janine Doucette that the minutes of the Special Council Meeting held on July 13th, 2020 be adopted as presented.

(2020-07-09) CARRIED (6-0)

It was moved by Councilor Stephanie Moase and seconded by Councilor Janine Doucette that the minutes of the Regular Council Meeting held on July 13th, 2020 be adopted as presented.

(2020-07-10) CARRIED (6-0)

4.1 BUSINESS ARRIVING FROM THE MINUTES

CAO Patsy Gamauf explained to Council that she spoke with John Dewey from the Federation of PEI Municipalities. John Dewey stated that FPEIM is meeting in September and they will be discussing bylaws there. CAO Patsy Gamauf recommends that we proceed with what we have started now but we wait to continue with anything else until FPEIM discusses it.

Councilor Stephanie Moase asked if anything was determined about the Yellow House heat pump. CAO Patsy Gamauf explained that they do have one but the Town has obtained funding for half the cost of a heat pump. EMC was in to look at it and get the specs needed. So after the government paying half and the \$600 rebate the Yellow House and the Town will split the remainder which will be approximately \$800 each.

Deputy Mayor Les Standen mentioned to Council that they could consider placing a memorial garden in the old sewage plant location or at the end of Seawalk Park closest to the Harbour.

5. PRESENTATIONS OR DELEGATIONS TO COUNCIL

6. COMMITTEE REPORTS

Fire Department Update – Deputy Mayor/Liaison Les Standen
Deputy Mayor Les Standen updated the Council on his meeting with Chief Dan Gallant. They discussed a number of initiatives the department is working on and staffing. Deputy Mayor Les Standen also explained that the Department has a few minor repairs that they are working on.

Finance Committee-Budget Update-CAO Patsy Gamauf
CAO Patsy Gamauf gave the Council a brief update after the first quarter of the year. The budget was made before COVID so this may pose some challenges as the year continues. The Town are receiving more employment grants for the Special Projects but other grants and special events will be nil. Mayor and Deputy Mayor requested to go over the budget later in the week.

North Star Arena Replacement Update-CAO Patsy Gamauf
CAO Patsy Gamauf explained to Council that the Group has met with a couple architects and they are working on meeting with one more. The fundraising committee has also had a meeting and they are looking at fundraising ideas. The goal is to start the campaign September 1, 2020. The Major fundraising group will be meeting July 29, 2020 and creating a game plan.

7. REQUEST FOR DECISION

2020-22 Variance for PID 236786

It was moved by Deputy Mayor Les Standen and seconded by Councilor Stephanie Moase that the Town of North Rustico sends this request to planning board on August 6th, 2020 and have a decision based on the planning board's recommendation.

(2020-07-11) CARRIED (6-0)

2020-23 Replacing Existing Tax Rate Group Bylaw

It was moved by Councilor Patsy Doucette and seconded by Councilor Stephanie Moase that the Town of North Rustico replaces the existing tax rate group bylaw and existing borrowing bylaw with the new versions.

(2020-07-12) CARRIED (6-0)

2020-24 Replacing Existing Borrowing Bylaw

8. NEW BUSINESS & CORRESPONDENCE

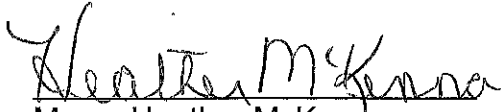
- Music in the Park
 - Deputy CAO Marley Doucette explained that the Town received a message from Hache asking if there will be any music in the park and they would be interested. Council discussed it and agreed the logistics to host something like this is too much currently and there will be no music in the park.
- Public Washrooms
 - Deputy CAO Marley Doucette explained that the Town received an email asking if the public washrooms will be opened this summer. Council discussed and determined it would be best to not open the public washrooms this summer.
- Glowing Hearts
 - CAO Patsy Gamauf explained to Council that a summer student, Eden Plenter, created a nonprofit called Glowing Hearts to bring music to the Seniors within North Rustico, specifically seniors at Villa Margarite. Eden asked that it be offered to all Councilors if they would like to be on Glowing Hearts board of directors, they would be more than welcome. Councilor Michelle Pineau offered to be on the Board of Directors.

10. NEXT MEETING – Monday, August 10th, 2020 at 7PM

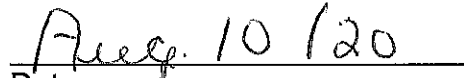
10. ADJOURNMENT

It was moved by Councilor Janine Doucette and seconded by Councilor Donna Coll that the meeting be adjourned at 7:38PM.

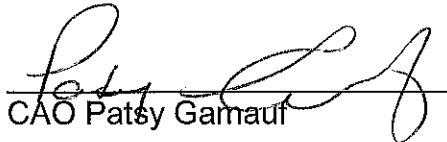
(2020-07-13) CARRIED (6-0)



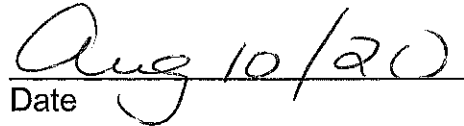
Mayor Heather McKenna



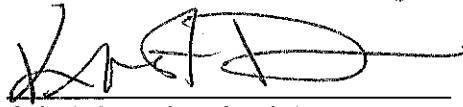
Date



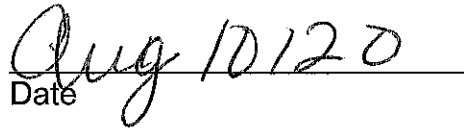
CAO Patsy Gamauf



Date



Administrative Assistant
Kristen Dennis



Date

MEMO

File: 1574

July 20, 2020

Barb Blacquiere (proposed single family dwelling lot and proposed commercial lot)

11 Winter Street

Box 357

North Rustico, PE, C0A 1X0

902-963-3208

1. The subject property, 7 & 11 Winter Street, pid no. 236786 is presently zoned Two Family Residential (R2) Zone.
2. The subject property presently has one single dwelling (11 Winter Street) and one commercial bakery (7 Winter Street) located on the premises.
3. Ms. Blacquiere wishes to subdivide the bakery from pid no. 236786.
4. Ms. Blacquiere has requested to make the proposed bakery lot 70 feet wide by 130 feet deep, approximately 9,100 square feet. The minimum required road frontage is 100 feet.
5. The remaining single family dwelling lot must meet the below requirements:

Two Family Residential Zone (R2)

- Minimum lot area of 8,000 sq.ft.
- Minimum road frontage of 75 feet (30m)
- Minimum front yard of 10 feet (3m)
- Minimum rear yard of 15 feet (4.5m)
- Minimum side yard of 7.5 feet (2.3m)
- Maximum height of 2.5 stories or 35 feet (10.5m)
- Maximum lot coverage 35%
- 1.5 parking spaces per dwelling unit (minimum of 2)

6. The proposed bakery lot must meet the below requirements:

General Commercial Zone (C1)

- Minimum lot area of 9,000 sq.ft. (810 sq.m.)
- Minimum road frontage of 100 feet (30m)
- Minimum front yard of 15 feet (4.5m)
- Minimum rear yard of 20 feet (6m)
- Minimum side yard of 10 feet (3m)
- Minimum flankage yard of 15 feet (4.5m)

- Maximum height of 2.5 stories or 35 feet (10.5m)
 - Maximum lot coverage 35%
 - 1 parking space per 300 sq.ft. (28 sq.m.) of floor area of building
7. Existing bakery building is approximately 1,000 square feet. It would require a minimum of 4 parking spaces.
 8. Parking in front of the building shall require a minimum 5 ft (1.5m) landscaped buffer between the parking area and Winter Street boundary.
 9. Special requirement for commercial zones adjacent to residential zones – a strip of land not less than 15 ft (4.5m) in width along the lot line within the C1 zone and adjacent to the residential zone shall be maintained clear of any structure, driveway or parking area and shall be adequately landscaped to provide a visual buffer.
 10. Deed year 2004, document number 9127 has the dimensions of 215.69 feet along Winter Street, 126.14 feet along the eastern line, 225.97 feet along southern line and 148.11 feet along the western line for a total of 0.69 acres (30,056 square feet).
 11. See attached sketch showing proposed design to meet minimum bylaw standards.
 12. The minimum 100 foot road frontage is subject to a 15 foot wide buffer and must be maintained clear of any improvements. Therefore only 85 feet of the lot is usable.
 13. I recommend that the application be denied.
 14. I recommend Ms. Blacquiere revises her application to meet the requirements of items 5 and 6 above.

Regards
Derek French, Development Officer
Town of North Rustico
902-394-2945

TOWN OF NORTH RUSTICO
Budget 2019/2020

REVENUE:

PROPERTY TAX ASSESSMENT	\$390,000.00
RETAIL SPACE	\$24,000.00
BOARD/WALK/STREETLIGHTS/STONES DONATION	\$2,500.00
EMPLOYMENT GRANTS	\$9,000.00
CANADA DAY	\$25,000.00
SPECIAL EVENTS	\$60,000.00
MUNICIPAL CAPITAL EXPENDITURE GRANT	\$20,000.00
OTHER GRANTS	\$10,000.00
OTHER GRANTS - PLANNING	\$4,000.00
BUILDING PERMITS	\$7,500.00
GAS TAX ALLOCATION	\$2,500.00
SALE OF TOWN PROPERTY	\$56,850.00
OTHER /DOG TAGS	\$500.00
SEWER & WATER ADMIN FEE & WAGES	\$20,000.00
TOTAL REVENUE	\$631,850.00

June 30/20	
	\$99,475.00
	\$13,087.83
	\$5,000.00
	\$495.20
	\$3,580.28
	\$58,684.41
	\$180,322.72

Left to receive	Notes
\$290,525.00	
\$24,000.00	
\$2,500.00	
-\$4,087.83	Special Projects
\$25,000.00	
\$55,000.00	United Way
\$20,000.00	
\$10,000.00	
\$4,000.00	
\$7,004.80	
\$2,500.00	
\$53,269.72	
-\$58,184.41	Road Deposit
\$20,000.00	
\$451,527.28	

EXPENSES:

ADMINISTRATION	\$320,750.00
ADVERTISING & PROMOTION	\$7,500.00
FIRE DEPARTMENT	\$44,000.00
INFRASTRUCTURE	\$71,500.00
OFFICE & BUILDING	\$31,000.00
PROFESSIONAL SERVICES	\$41,000.00
RENTAL PROPERTIES	\$4,100.00
SPECIAL EVENTS	\$112,000.00
TOTAL EXPENSES	\$631,850.00

	\$84,019.93
	\$2,954.24
	\$10,955.46
	\$15,785.28
	\$12,224.88
	\$22,929.71
	\$545.48
	\$12,986.38
	\$162,401.36

	\$236,730.07
	\$4,545.76
	\$33,044.54
	\$55,714.72
	\$18,775.12
	\$18,070.29
	\$3,554.52
	\$99,013.62
	\$469,448.64

SURPLUS / DEFICIT:

\$0.00

\$17,921.36

-\$17,921.36

Surplus will be used to retire debt.

Tax rates for 2020/21: non-commercial \$0.65 and commercial \$1.00

	ADMINISTRATION	2019/20 Budget
Dues		\$3,000.00
Honourariums/Wages/Benefits		\$252,000.00
Interest and Bank Charges		\$19,000.00
Office Insurance		\$5,000.00
Office Meetings/Supplies/Travel/Election/Xmas Party		\$20,000.00
Mayoral Discretionary Fund		\$5,000.00
Miscellaneous - Arena Project/Fire Department/Sewer & Water/EMO		\$16,750.00
Total Administration		\$320,750.00

	June 30/20
	\$1,243.93
	\$71,223.98
	\$3,107.70
	\$4,356.10
	\$359.17
	\$3,729.05
	\$84,019.93

	Left to spend
	\$1,756.07
	\$180,776.02
	\$15,892.30
	\$5,000.00
	\$15,643.90
	\$4,640.83
	\$13,020.95
	\$236,730.07
	Supplies Arenas COVID Precautions

ADVERTISING & PROMOTION		2019/20 Budget	June 30/20	Left to spend
Arts & Cultural Dev / Community Support /Advertising		\$5,000.00	\$2,633.00	\$2,367.00
Newsletter		\$1,500.00	\$321.24	\$1,178.76
Web		\$1,000.00		\$1,000.00
Total Advertising & Promotion		\$7,500.00	\$2,954.24	\$4,545.76
				Food Bank-Funding

FIRE PROTECTION		2019/20 Budget	June 30/20	Left to spend
Municipality Dues		\$44,000.00	\$10,955.46	\$33,044.54
Total Fire Protection		\$44,000.00	\$10,955.46	\$33,044.54
				Left to spend

INFRASTRUCTURE		2019/20 Budget	June 30/20	Left to spend
Hydrants & Sewer & Water charges		\$14,000.00	\$3,956.38	\$10,043.62
EMO		\$2,500.00		\$2,500.00
Parks - Boarwalk/Cenotaph/Seawalk		\$20,000.00	\$4,435.76	\$15,564.24
Snow Removal & Waste Watch		\$5,000.00	\$919.14	\$4,080.86
Street Lights		\$30,000.00	\$6,474.00	\$23,526.00
Total Infrastructure		\$71,500.00	\$15,785.28	-\$15,785.28
				Left to spend

OFFICE & BUILDING		2019/20 Budget	June 30/20	Left to spend
Electricity & Heat		\$4,000.00	\$624.02	\$3,375.98
Repairs & Maintenance/Security/Cleaning		\$4,000.00	\$1,382.85	\$2,617.15
Property Taxes		\$6,000.00	\$7,699.78	-\$1,699.78
Telephone and Internet		\$17,000.00	\$2,518.23	\$14,481.77
Total Office & Building		\$31,000.00	\$12,224.88	\$18,775.12
				Left to spend

PROFESSIONAL SERVICES		2019/20 Budget	June 30/20	Left to spend
Accounting		\$13,000.00	\$907.50	\$12,092.50
Development Officer		\$6,000.00		\$6,000.00
Legal		\$17,000.00	\$19,387.21	-\$2,387.21
Other Professional Services/Study		\$5,000.00	\$2,635.00	\$2,365.00
Total Professional Services		\$41,000.00	\$22,929.71	\$18,070.29
				Bylaw & Yellow House Review
				Left to spend

RENTAL PROPERTIES		2019/20 Budget	June 30/20	Left to spend
Electricity & Heat		\$1,600.00	\$132.31	\$1,467.69
Repairs & Maintenance & Miscellaneous		\$2,500.00	\$413.17	\$2,086.83
Total Rental Properties		\$4,100.00	\$545.48	\$3,554.52
				Left to spend

SPECIAL EVENTS		2019/20 Budget	June 30/20	Left to spend
Canada Day		\$35,000.00	\$4,720.53	\$30,279.47
Christmas		\$3,500.00		\$3,500.00
Music In The Park & Fun Days		\$8,500.00		\$8,500.00
Fall Flavours		\$28,000.00		\$28,000.00
Hauling In Event		\$28,000.00	\$550.00	\$27,450.00
				\$8000 funding in March

Demonstrations	\$6,000.00		\$6,000.00
Other Events/Conseil	\$3,000.00	\$7,715.85	Dumpsters
Total Special Events	\$112,000.00	\$12,986.38	\$99,013.62

(Special events include their own advertising)