

Town of North Rustico, PEI

AGENDA

Regular Council Meeting

November 9th, 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 October 26th, 2020
 - 4.1 Business arising from the minutes.
5. DELEGATIONS, SPECIAL SPEAKERS AND PUBLIC INPUT
6. COMMITTEE REPORTS
 - North Star Arena Replacement Project Report - Patsy Gamauf
 - Fill the Jar Capital Fundraising Update - Patsy/Marley
 - Trail Development Update - Councilor Donna Coll
 - Fire Department Update - Deputy Mayor/Liaison Les Standen
 - Sewer and Water Utility Update - Deputy Mayor Les Standen
7. REQUEST FOR DECISION
 - 2020-27 Fire Rate Increase Potential
 - 2020-28 Request for Variance
8. NEW BUSINESS/CORRESPONDENCE
 - In Camera Policy
 - Remembrance Day
 - Christmas Plans/Tree Lighting
9. NEXT MEETING Monday, November 30th, 2020 at 7PM
10. ADJOURNMENT

Town of North Rustico, PEI
Meeting Minutes
Committee of Council Meeting
November 9th, 2020 at 7PM

PRESENT: Mayor Heather McKenna, Councilors Les Standen, Michelle Pineau, Stephanie Moase, Janine Doucette, Patsy Doucette, Donna Coll, CAO Patsy Gamauf, Deputy CAO Marley Doucette

REGRETS: Administrative Assistant Kristen Reid

OTHERS:

1. CALL TO ORDER

Mayor Heather McKenna calls the meeting to order at 7PM.

2. APPROVAL OF THE AGENDA

It was moved by Deputy Mayor Les Standen and seconded by Councilor Janine Doucette that the agenda be approved.

(2020-11-01) 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 Stephanie Moase that the minutes of the Regular Council Meeting on October 26th be adopted as presented.

(2020-11-02) CARRIED (6-0)

It was moved by Councilor Patsy Doucette and seconded by Councilor Janine Doucette that the minutes of the Special Council Meeting on October 29th, 2020 be adopted as presented.

(2020-11-03) CARRIED (6-0)

4.1 BUSINESS ARRIVING FROM THE MINUTES

5. PRESENTATIONS OR DELEGATIONS TO COUNCIL

6. COMMITTEE REPORTS

North Star Arena Replacement Update – CAO Patsy Gamauf reports tenders for the steel structure are being opened tomorrow. Refrigeration tender will also be opened soon.

Arena Fundraising Update – Deputy CAO Marley Doucette reports fundraising is underway. We have about \$370,000 in funding secured, which includes about \$20,000 in donations from individuals. Fundraising signs are installed in Town. Christmas raffle taking place between now and December 18th, 2020.

Trail Development Update - Councilor Donna Coll reports that we are no longer allowed to use the access road parallel to the trails as it is a private right of way. Will be having another trail clearing day on Saturday, November 14th from 10AM-4PM or as needed. The goal is to clear about 1KM of trail. The boundary lines from the Town's property and the private right of way are being determined. Greg will help wherever he can.

Fire Department Update - Deputy Mayor Les Standen reports that everything is running smoothly with the Fire Department. Reviewed their financials and everything looks good. They will be having their Christmas banquet on November 27th, 2020. A posting for Deputy Chief will be available soon as Alison Larkin has retired from the fire department.

Sewer & Water Update - Deputy Mayor Les Standen reports that work is being done to bring the computer at the sewer plant up to date with the monitoring software. The company Xylem will be out to get this set up. Sewer and Water is also working on addressing the water pressure issue in the new subdivision. Requires a booster pump due to the elevation.

7. REQUEST FOR DECISION

2020-27 - Fire Rate Increase Potential

A consensus was reached to move forward.

2020-28 - Request for Variance

A consensus was reached to move forward.

8. NEW BUSINESS & CORRESPONDENCE

In Camera Policy – Council will review

Remembrance Day – New donation to cenotaph from Rustico Auto. Kirsten MacLaine will play Last Post and Reveille.

Christmas Plans/Tree Lighting – Council will come up with some

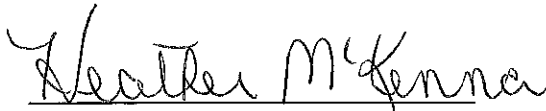
alternatives for events this year.

9. NEXT MEETING - Monday, November 30th, 2020 at 7PM

10. ADJOURNMENT

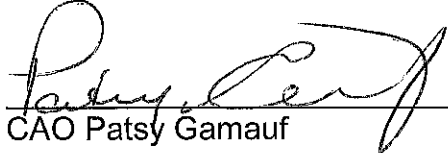
It was moved by Councilor Janine Doucette and seconded by Councilor Patsy Doucette that the meeting be adjourned at 7:37PM.

(2020-11-04) CARRIED (6-0)



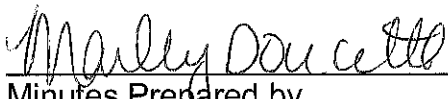
Mayor Heather McKenna

Nov. 30/20
Date



CAO Patsy Gamauf

Nov. 30/20
Date



Minutes Prepared by
Deputy CAO Marley Doucette

Nov. 30/20
Date

**Town of North Rustico Council
REQUEST FOR DECISION
Topic: Fire Rate Increase Potential**

Date: November 4, 2020	Request No: 2020-27 <i>(Office Use Only)</i>
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Person: Dan Gallant	Representing: North Rustico Fire Department
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Background:
In Previous years there have been different rates based on location. The Fire Department would like to have a uniformed rate system for all locations.

Request:
To approve the fire rate increase for the 2021/2022 year to have all users paying the same rates.

Advantages	Disadvantages
<ul style="list-style-type: none">• There is one rate structure• Slight increase to the Fire Departments revenue	

Required Resources:	A letter from the Town to all users indicating a rate increase after Council Approval.
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Staff Comments	
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CAO's Review / Comments	
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Quantity	Category	Type	Price 2019-2020	Annual Revenue	Price 2020-2021	Annual Revenue	Price 2020-2021	Annual Revenue
		Fire District						
32	0	Exempt	\$ -	\$ -	\$ 0.10	\$ -	\$ -	\$ -
12	1	Subdivision Vacant Lot	\$ 33.50	\$ 402.00	\$ 36.85	\$ 442.20	\$ -	\$ -
186	2	Single Accommodation or Building on Lot	\$ 87.50	\$ 16,275.00	\$ 96.25	\$ 17,902.50	\$ 103.82	\$ 19,310.52
7	3	Dual Accommodations Duplex/House & Cottage	\$ 124.00	\$ 868.00	\$ 136.40	\$ 954.80	\$ 136.40	\$ 954.80
1	4	Farmland with Building	\$ 134.50	\$ 134.50	\$ 147.95	\$ 147.95	\$ 160.80	\$ 160.80
2	5	Farm as above with Living Accommodations	\$ 168.50	\$ 337.00	\$ 185.35	\$ 370.70	\$ 199.65	\$ 399.30
10	6	Licensed Business Operation on Lot	\$ 140.50	\$ 1,405.00	\$ 154.55	\$ 1,545.50	\$ 166.38	\$ 1,663.80
8	7	Licensed Business Operation with Living Accommodation	\$ 171.00	\$ 1,368.00	\$ 188.10	\$ 1,504.80	\$ 202.31	\$ 1,618.48
74	8	Vacant Lots up to 10 Acres	\$ 34.50	\$ 2,553.00	\$ 37.95	\$ 2,808.30	\$ 41.26	\$ 3,053.24
12	9	Vacant Lots over to 10 Acres	\$ 62.00	\$ 744.00	\$ 68.20	\$ 818.40	\$ 73.21	\$ 878.52
344		Total		\$ 24,086.50		\$ 26,495.15	-	\$ 28,039.46
							Difference	\$ 1,544.31

Town of North Rustico Council
REQUEST FOR DECISION
Topic: Variance Needed for Lot 45

Date: November 5 th , 2020	Request No: 2020-28 <i>(Office Use Only)</i>
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Person: Marley Doucette	Representing: Town/Future Developers of lot 45
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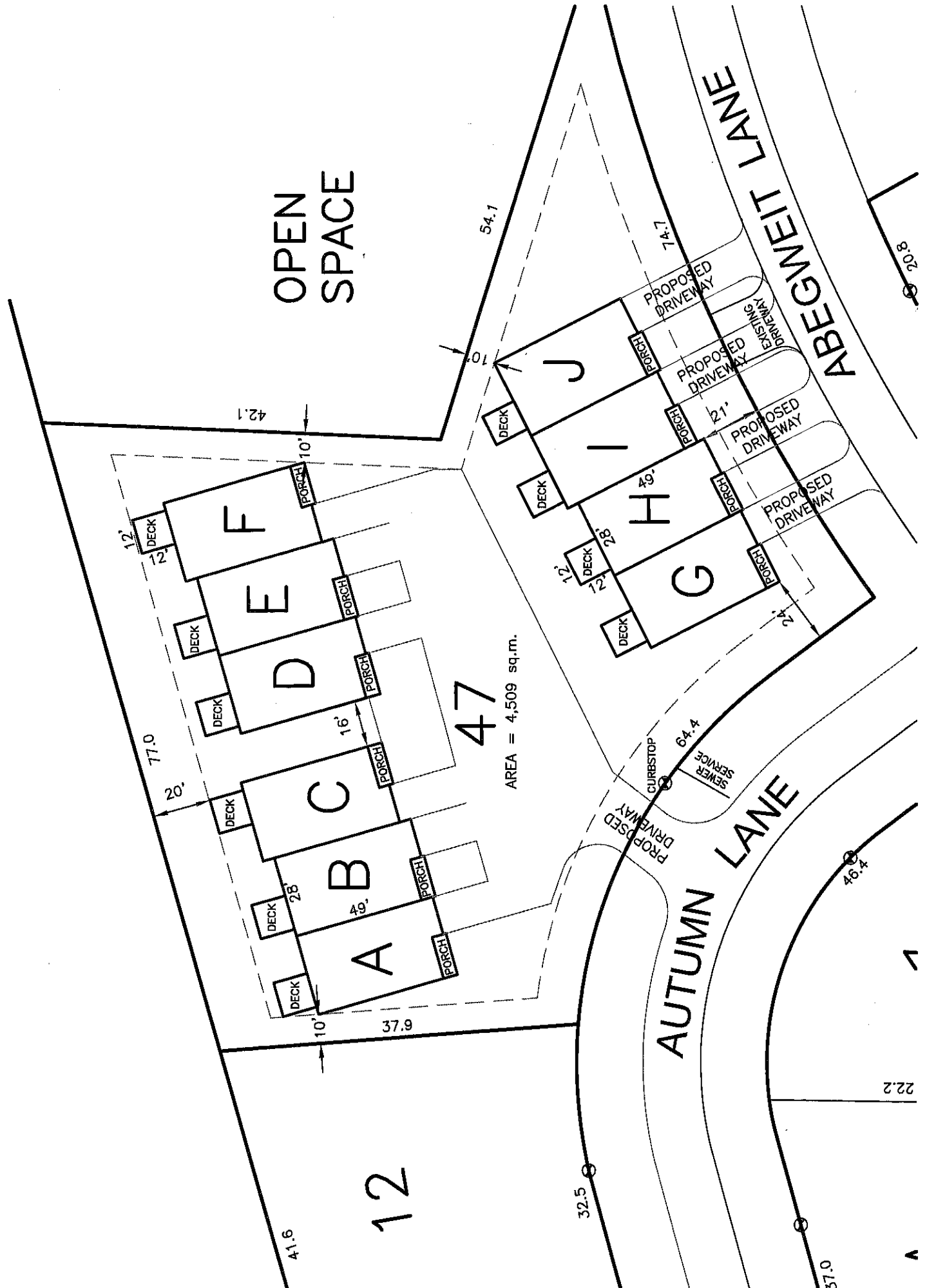
Background:
The Autumn Lane subdivision was completed in 2018 and lot sales have been steady since. The same group of developers who purchased and built two triplexes on lots 11 & 12 are interested in developing lot 45 but will need a variance to do so, as the lot is a unique shaped lot. They would like to be assured that the variance would have council approval before they proceed to purchase and develop. The plan is to clear the lot this fall and build the 4-plex in 2021.

Request:
To grant a variance to allow lot 45 to be purchased and developed. The current plan is to first build the 4 plex unit and develop the other two triplexes at a later time. A 4 foot variance is required to build the two triplexes.

Advantages	Disadvantages
<p>Will allow the Town to sell the large lot at asking price of \$150,000 plus HST</p> <p>Will generate development, tax revenue for the Town and Sewer and Water Utility</p> <p>End result will create ten new dwellings which will encourage growth in the Town</p>	

Required Resources:	Minimum setback is 10 feet per building for a total of 20 feet. They are proposing only 16 feet between buildings (units C and D), see attached sketch.
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Staff Comments	Development Officer Derek French is okay with this proposal. This was also vetted by the Fire Marshal's Office, those who administer the National Building Code and an architect and they are also okay with this proposal.
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Policy Title: In Camera Policy	Number: 2020-01
Approval Date:	Revision Date:
Related Legislation:	
Related Bylaw:	

1.0 PURPOSE

- 1.1 The Town of North Rustico recognizes that an active and informed public is a fundamental element of good governance. In order to achieve this the Town of North Rustico believes that the public must have clearly defined access to the decision-making process.
- 1.2 The following policy establishes guidelines and standards for when the Town of North Rustico Council may and should hold in camera meetings.

2.0 DEFINITION

- 2.1 “Council” means the elected Mayor and Councilors for the Town of North Rustico.
- 2.2 “In-camera meeting” means a meeting closed to the public.

3.0 IN CAMERA MEETINGS

- 3.1 In camera meetings shall be closed to the public.
- 3.2 The discussions of In-Camera Meetings are confidential.
- 3.3 No one, including Council members or administrative staff, may discuss or reveal the content of an In-Camera meeting unless specifically directed by resolution.
- 3.4 Council shall determine which staff members or members of the public, if any, are permitted to attend a specific In-Camera Meeting.
- 3.5 The Council, by resolution, may close all or part of a meeting to the public where the matter to be discussed is confidential:
 - 3.5.1 Commercial information which, if disclosed, would likely be prejudicial to the municipality or parties involved,
 - 3.5.2 Information received in confidence which, if disclosed, would likely be prejudicial to the municipality or parties involved,
 - 3.5.3 Personal information, other than a person’s address, that is protected under the Act,
 - 3.5.4 Human resource matters,
 - 3.5.5 A matter still under consideration, on which the council has not yet publicly announced a decision, and about which discussion in public would likely prejudice a municipality’s ability to carry out its negotiations,



- 3.5.6 The conduct of existing or anticipated legal proceedings,
 - 3.5.7 The conduct of an investigation under, or enforcement of, an Act or bylaw,
 - 3.5.8 Information which, if disclosed, could prejudice security and the maintenance of the law.
- 3.6 Any information not covered by section 3.5 must be discussed at an Open Meeting.

4.0 RESOLUTIONS

- 4.1 When a council meeting is closed to the public, no resolution or bylaw shall be passed during that meeting other than a resolution
- 4.1.1 Giving instructions to the lawyer for the municipality
 - 4.1.2 Giving instructions to any person negotiating a contract on behalf of the municipality
 - 4.1.3 Giving directions to employees on matters enumerated in subsection (4.1.1)
 - 4.1.4 Adjourning the closed meeting; or
 - 4.1.5 Opening the meeting to the public

5.0 RECORDS

- 5.1 A record of all proceedings, including all decisions and resolutions, made at an In-Camera meeting must be taken and maintained in a confidential manner.

SAMPLE

