

TOWN OF NORTH RUSTICO
REGULAR COUNCIL MEETING AGENDA
TUESDAY SEPT 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 Meeting July 8, 2024 6:00PM
Special Council Meeting Aug 1, 2024 9:00AM
Special Council Meeting Aug 22, 2024 10:00AM
 - 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 - No Meeting
 - 7.2 Planning Board
 - 7.3 Rec & Events Committee
 - 7.4 Wellness Centre Advisory Committee
 - 7.5 EMO Committee
 - 7.6 Finance & Infrastructure Committee
 - 7.7 North Rustico Lighthouse Committee- No Meeting
- 8. Requests for Decision**
 - 8.1 RFD 2024-09-037 Synergy Signs Proposal
 - 8.2 RFD 2024-09-038 Date for By-Election
 - 8.3 RFD 2024-09-039 Appointment of MEO and Deputy MEO
 - 8.4 RFD 2024-09-040 Extension for Autumn Lane Property
 - 8.5 RFD 2024-09-041 Liquor License Request for NSMH
 - 8.6 RFD 2024-09-042 Pickleball Proposal
 - 8.7 RFD 2024-09-043 Residential Property Signage Request
- 9. New Business**
 - 9.1 July Financials
- 10. Correspondence**
- 11. Next Meeting Date – Monday October 7, 2024, at 6:00PM**
- 12. Adjournment**

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

PRESENT:

**Mayor
Councillors**

Heather McKenna
Margaret Goulding, Donna Coll, David LeClair and Michelle
Pineau

Staff

Stephanie Moase and Grace Constantine

Regrets

Councillor Janet Shannon

Others

1. CALL TO ORDER

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

Mayor Heather McKenna thanked Councillor Patricia Doucette for her years of service to the Town of North Rustico, she will be missed on Council.

2. APPROVAL OF THE AGENDA

It was moved by Councillor Margaret Goulding and seconded by Councillor Michelle Pineau that the agenda be approved as presented.

**(4-0) MOTION CARRIED
(2024-09-087)**

3. DECLARATIONS OF CONFLICT OF INTEREST

Nil

4. ADOPTION OF PREVIOUS MINUTES

It was moved by Councillor Donna Coll and seconded by Deputy Mayor David LeClair that the minutes from the Regular Council Meeting July 8, 2024, be approved as presented.

**(4-0) MOTION CARRIED
(2024-09-088)**

It was moved by Councillor Margaret Goulding and seconded by Councillor Donna Coll that the minutes from the Special Council Meeting Aug 1, 2024, be approved as presented.

**(4-0) MOTION CARRIED
(2024-09-089)**

It was moved by Councillor Margaret Goulding and seconded by Deputy Mayor David LeClair that the minutes from the Special Council Meeting Aug 22, 2024 be approved as presented.

**(4-0) MOTION CARRIED
(2024-09-090)**

4.1 Business Arising from the Minutes

Council asked if the funding for the boardwalk had been approved. CAO stated the Provincial funding was approved but is still waiting for the Federal portion to be approved.

Council asked if the FPEI loan had been signed as of yet. CAO stated that there had been some negotiation on the term length and rate but the documents had not yet been signed. The money will be held in trust and will be released upon approved invoices for completed work.

5. DELEGATIONS & SPECIAL SPEAKERS

Nil

6. REPORTS

6.1 Wellness Centre GM Report

Council reviewed the report. Council asked when the sponsorship signage would be complete. Most signage that is incomplete is now with the sponsors to make decisions on where and what signage they would like. Council asked if the outdoor signage would be an RFP. Quotes were done by invitation, as it was under \$5,000, and not required by the procurement policy to go through formal RFP. Currently there is no capital money available to complete the work, but knowing the approximate cost to complete helps to budget it in. Council asked what Hi-5 is. It is a fundraiser for the North Star Minor Hockey, tickets are sold for a draw and the centre will get a percentage of the sales. The canteen will also sell Chase the Ace tickets, there will be a fundraising working group that will volunteer to sell tickets on Saturday and take the week's sales into the fire dept.

6.2 CAO Report

Council reviewed the report. The new draft of the Sewer and Water Bylaw will go to the next Sewer and Water meeting for recommendation and then come to Council for approval. We are still awaiting a final report from MNP for the governance report. CAO is expecting to meet with MRSB in the next couple of weeks for the 2023-2024 financial audit completion, it will be presented to Council at the Oct 7 Council meeting. Funding was received from the Provincial Rural Growth Initiative to assist in the completion of the trail mulching at the Greenspace. It was suggested that when furnishing the trails with benches etc, we allow memorial donations to add plaques to the benches. There were additional trees and stumps removed from the Spring St to Abegweit trail and a map will be created to show all trails. CAO mentioned she will be away Oct 25th for a full day Association of Municipal Administrators meeting.

6.3 Fire Chief Report

Council reviewed the report. There was a Councillor question of what protocol there is or could be reviewed regarding when 911 would dispatch local MFR if EMS is taking a long time. Council discussed the moving the chairs from the Fire bay to the end unit. The bay will be emptied and Council will review again at a later date.

7. COMMITTEE REPORTS

7.1 Sewer and Water Utility Board – No Meeting

7.2 Planning Board

There was no Planning Board meeting, the consultant Stantec met with Planning Board to review the draft Official Plan and seek direction on the Development Bylaw draft. A Public consultation was held on August 27. Council reviewed the Approved permits list for July and August.

7.3 Recreation & Events Committee

There was no Rec and Events meeting, Chair Michelle Pineau would like to thank Katherine MacLaine for her work in the design of our new demonstrations signage. Jade and Michelle have met with the Central Coastal Tourism Partnership to make initial plans for Festive Fridays again this holiday season.

7.4 Wellness Centre Advisory Committee

The Committee recommended to Council to approve the special liquor permit for the North Star Minor Hockey UPEI Panthers game on Sept 27 in the hospitality room. Rochelle Gallant presented a proposal to the Town to build up to 6 pickleball courts at the Wellness Centre. The committee recommendation was for Council not to move forward at this time due to financial constraints and deficiencies with the storm water management in the proposed build area.

7.5 EMO Committee

There was no report available from the chair. CAO stated the EMO committee met and will be asking PEI EMO to come and update the Hazard Risk Assessment from 2016 with the committee. There will also be a Public Meeting on Sept 18 2024 at the Lions Club for Extreme Weather Event Preparedness.

7.6 Finance & Infrastructure Committee

The committee reviewed the July financials and had a discussion regarding properties not yet developed in the Autumn Lane subdivision.

7.7 North Rustico Lighthouse Committee- No Meeting

8. REQUESTS FOR DECISION

8.1 RFD 2024-09-037 - Synergy Signs Proposal

Council reviewed the RFD. There is currently no location decided where the sign would go. Council is interested in the project but would like to defer the decision until a location has been suggested.

8.2 RFD 2024-09-038 - Date for By-Election

Council reviewed the dates suggested by staff and do not foresee any conflicts.

It was moved by Councillor Margaret Goulding and seconded by Councillor Michelle Pineau that the by-election for the vacant councillor seat be held Monday November 25, 2024 with the advance poll to be held Saturday Nov 16 2024.

**(4-0) MOTION CARRIED
(2024-09-091)**

8.3 RFD 2024-09-039 -Appointment of MEO and Deputy MEO

Council reviewed the RFD.

It was moved by Deputy Mayor David LeClair and seconded by Councillor Donna Coll that Council appoint Grace Constantine as Municipal Electoral Officer and Stephanie Moase as Deputy Electoral Officer for the Nov 25 2024 by-election.

**(4-0) MOTION CARRIED
(2024-09-092)**

8.4 RFD 2024-09-040- Extension for Autumn Lane Property

Council reviewed the RFD. There was a discussion on whether the Town would want to purchase back any lots at this time. There are two other lots that are coming up or past due for developing and all need to be treated the same. Council will defer the decision until all owners have been notified and staff has legal information.

8.5 RFD 2024-09-041- Liquor License Request for NSMH

Councillor Margaret Goulding read the RFD.

It was moved by Deputy Mayor David LeClair and seconded by Councillor Donna Coll that Council approve North Star Minor Hockey to apply for a special liquor permit for the hospitality room at the Eliyahu Wellness Centre on Sept 27 2024 from 5:00pm to 10:00pm.

**(4-0) MOTION CARRIED
(2024-09-093)**

8.6 RFD 2024-09-042- Pickleball Proposal

Councillor Margaret Goulding read the RFD. Council discussed the issues around the stormwater management deficiencies. The North Rustico Pickleball group is proposing the Town apply for funding through any streams that are available to a municipality for the funding. The group will assist in the proposal writing and will lead fundraising initiatives. The importance of the Wellness Centre location is the proximity to parking and washroom facilities for the users of the pickleball courts. CAO advised that the Council currently has an approved 5 year Capital Plan which would need to be amended to add this project. Council feels this is a very good proposal but need the capital plan reviewed to move forward.

8.7 RFD 2024-09-043- Residential Property Signage Request

CAO Stephanie Moase read the RFD. Council requested that the RFD be deferred to the Planning Board for a recommendation to Council based on the current bylaw.

9. NEW BUSINESS

9.1 July Financials

Council reviewed the July financials.

10. CORRESPONDENCE

Nil

11. NEXT MEETING– Regular Council Meeting Monday October 7, 2024, at 6:00PM

12. ADJOURNMENT

There being no further business it was moved by Councillor Donna Coll and seconded by Deputy Mayor David LeClair that the meeting be adjourned at 7:19PM.

**(4-0) MOTION CARRIED
(2024-09-094)**

ACTION ITEMS

- Committee Chairs to send written reports by Wed Oct 2, 2024
- Council to review tender for audit services
- NSCaR to provide a member to the EMO committee
- CAO to review 5 year Capital Plan
- Planning Board to provide recommendation for RFD 2024-09-043
- CAO to obtain legal counsel regarding Autumn Lane Property Development Extension
- CAO to confirm location for possible Synergy Sign

Mayor Heather McKenna

Date

CAO Stephanie Moase

Date

Quick summary of EWC current happenings:

AUGUST 2024

Canteen:

- Canteen closed as of June 1st – temporary open for September 6th (Capitols game)
- ‘Official’ Canteen reopen September 27th (UPEI Panthers)
- Substantial restock of saleable items required mid September
- 2 new hires will be required facilitate reopen – depending on what the Canteen operation will look like
- Hi 5 can be installed in the canteen area using the existing phone line – will need proposed date for Hi 5 installation and brief team member training on its use
- Chase the Ace ready to recommence at any date.

Sponsor Signage:

- **77 of 87** Capital Sponsors completed.
- Rink Grid for Donations installed – 59 donor plaques now in place
- LED light boxes – 6 installed, 4 signs in place (waiting on 1 sign to be installed, 1 more to be sold).
- List will be sent to Gemini for dressing room name fixes to logo’s.
- Old sponsor boards from North Star have been moved to Canteen – list is ready to go to sign company.
- 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.
- In ice logos are in place
- 2 quotes for entry sign completed – looking for approval so sign can be in place for Oct 1st

Staff/Culture:

- Spring/Summer Lay-offs in place, only 3 team members scheduled currently
- Lay-offs required to return mid-late September – in discussions with Op’s manager on timing and staff communications
- EDA staff have completed necessary painting maintenance

General:

- Automation system having several issues – requested Operations Manager compile a list/report for communication purposes (Ops manager will also be attending the next Advisory Committee meeting for further discussion)
- FALL FIT Classes commencing Early September – 2 sessions per week
- Second Fitness class being discussed with customer
- Still Rockin’ band – Email sent with specifics, looing for Advisory Committee input.
- Gym audio fix quote submitted to CAO and approved – Waiting on Anchor Security to advise install/fix date
- Quote for electrical drops completed and approved for science classroom – waiting on install date from Electrical contractor
- CMEL Review completed on Deficiencies – another site visit is being scheduled.
- Storage room above bleachers has De-hum issues – room swap for the exchange room will be delayed until this is actioned by EMC.

TOWN OF NORTH RUSTICO
CAO REPORT
COUNCIL MEETING SEPTEMBER 3, 2024

Sewer & Water

- Lenny getting quotes on Capital projects for upgrades to Simon Dr
- Reviewing information required for IRAC filing
- Completed new draft of Sewer and Water Utility Bylaw
- Generator for Water repaired, Insurance to cover equipment breakdown

Town

- Completed review of draft on Wellness Centre deficiencies, working with Resolve/CMEL on operational plans and ongoing issues
- Awaiting draft from MNP on governance audit
- Preparing next quarter submission of 2023-2024 MCEG funding claim.
- Working on financial audit for 2023-2024 f/y with MRSB
- Working with Stantec and Planning Board on Official Plan and Bylaw Update
- Received funding for Phase 2 of the Greenspace clean-up- Mulching trails
- Working on new draft of Employee Handbook
- Working on new draft of Council Code of Conduct Bylaw
- Working on review of Sponsorships for Wellness Centre
- Music in the Park has been well attended, only one cancelled due to weather
- Students provided Fun Days in the Park, had some kids but not large amounts
- Attended meetings with FPEIM and Province for Revenue Sharing Agreement
- Attended planning meetings for AMA(Association of Municipal Administrators)AGM
- Working with FPEI on loan to cover outstanding liens and amounts owing and to complete capital

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 for headworks, new SCADA completed, received information on future repairs
- Working with DFO and committee on North Rustico Lighthouse divesture
- Greenspace at Autumn Lane downed/dangerous tree clearing completed, covered by Provincial FEP, completed trail re-creation and beginning re-forestation plan.
- Awaiting funding for Boardwalk Renewal Project from ACOA, Active Transportation approved, Community fundraising ongoing, hoping to begin project in Fall. Working on RFP with CBCL.
- Received funding approval for \$84,000 for Fire Dept new equipment through Rural Growth Initiative
- Stumps and trees removed from Spring/Abegweit Trail
- Completing funding application for Canada Games Legacy Fund for Wellness Centre Kitchens
- Did not receive funding through Horizons for Seniors for indoor lawn bowling initiative



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: September 2nd, 2024

Current Members:

- **Total Members** 30
- **Officers** 8
 - 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. Jorden Gallant
 - Lieutenant Engine Co. Alex Guildert

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

CALLS LAST MONTH

MFR 3
MVA 0
FIRE/smoke 1
ALARM 1
Mutual aid Fire 0

Total Calls: 5

WHAT'S NEW AROUND THE FIRE HALL

We have been working on trying to get suitable storage for the new equipment and I have sent a letter to request we can have the hole bay at door #6, this is where the town holds the chairs for music in the park. Working on this year's fundraisers. Chase the ace is going beginning September 14th, and we are trying to get the casino night up again we are hoping for February.

NEW EQUIPMENT

Allan is working hard with the town on getting the funds allocated for the province, we are still working on the purchase of a trailer that we will use as Ice and Cold-Water rescue equipment.

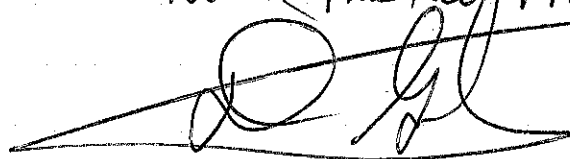
CHASE THE ACE

**A reminder that the draw for Chase the ace is rolling out on September 14th with tickets available on September 8th jackpot is estimated at \$1,000,000 !!!
Tickets are still available online or at several locations in Winsloe. 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 12 noon until 4 PM We have asked several people from our great community to help sell tickets or run the money to the cash. Any help would be greatly appreciated.**

**I submit this report for your approval.
Chief Dan Gallant**

The Fire Department would like to know if we could have the ~~to~~ Garage bay completely. to be able to put the new ice / cold water trailer house. Our thought is to store the chairs in the space if that works the other thought is to get a small shed built beside the door. I thank you for your consideration of this request.

Don Galland Fire Chief
North Rustico Fire Dept.

A handwritten signature in black ink, appearing to be 'D. Galland', written over a horizontal line.

Town of North Rustico Development Permits August 2024

PID	Address, Community	Application Type	Application Details	Nature of Decision	Appeal By Date
1113364	15 Abegweit Lane, NORTH RUSTICO	Development Permits	Change of Use (Family Home Daycare)	Approved	9/13/24
1126085	56 Autumn Lane, NORTH RUSTICO	Development Permits	New Accessory Building "Baby Barn"	Approved	9/13/24
236281	7229 Main Street, NORTH RUSTICO	Development Permits	New North Rustico Food Market Building	Approved	9/05/24

Recreation and Special Events Committee Report:

The Recreation and Special Events Committee met in July and cancelled its regularly-scheduled meeting in August. Our next meeting will be at 9am on September 9. We did not achieve quorum for our July meeting, but proceeded to hold a working discussion as opposed to a formal Committee meeting.

The main focus of the July meeting was to debrief on Canada Day. We are still receiving comments and updating the file, so if you have any feedback, please do share. Thank you. Financial highlights include that while funding was lower than anticipated, we were able to leverage some existing relationships and successfully seek new sponsorships (this will be pursued further going forward for future years) and we did up our game for our 50/50 ticket sales. These helped offset somewhat the lack of funding that had been budgeted in our budget estimates, but did not come in.

We had also discussed our Demonstration Program in line with our goals of adding more variety and ensuring that we present the demonstrations as a Town initiative, as opposed to random buskers setting up of their own initiative. To that end, Katherine MacLaine designed us a beautiful A-frame sign that is set up when the demos are occurring. Thanks to Katherine for her services on this. If any of you have additional ideas or suggestions to share for Demonstrations and/or Experiences for next year, please let us know.

Outside of committee meetings, but still within the vein of Recreation and Events, Jade and I met with Chloe Duchesne, who is working with Central Coastal Tourism and will be taking over for Jillian O'Halloran, while she is on maternity leave, to kick-start discussions on Festive Fridays for this coming season.

Respectfully submitted,

Michelle Pineau

Wellness Centre Budget 2024-2025

FOR FISCAL YEAR 2024- 2025

REVENUE	APRIL 2024 EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	2024/2025 YTD	2024-2025 BUDGET
Ice Rental	\$29,146.11	\$24,801.46	\$22,263.92	\$47,268.62	\$123,480.11	\$450,500.00
Room Rental	\$3,555.37	\$4,741.67	\$4,136.34	\$3,320.42	\$15,753.80	\$58,000.00
Fitness Centre	\$5,353.80	\$6,461.24	\$6,358.70	\$7,443.85	\$25,617.59	\$88,000.00
Food Service	\$4,861.39	\$2,913.71	\$260.16	\$33.25	\$8,068.51	\$61,000.00
Other Programs & Services	\$30.00	\$36.00	\$12.00	\$0.00	\$78.00	\$1,000.00
Fundraising/Donations/Sponsors	\$755.75	\$0.00	\$1,200.00	\$1,000.00	\$2,955.75	\$44,000.00
Town Operating Grant		\$0.00	\$0.00	\$0.00		\$100,000.00
Government Grants	\$0.00	\$0.00	\$0.00	\$4,101.12	\$4,101.12	\$12,500.00
	\$43,702.42	\$38,954.08	\$34,231.12	\$63,167.26	\$180,054.88	\$815,000.00

EXPENSES	APRIL 2024 EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	2024/2025 YTD - Q1	2024-2025 BUDGET
Food Service	\$3,559.76	\$138.60	\$0.00	\$55.96	\$3,754.32	\$50,000.00
Administration	\$13,440.68	\$34,695.75	\$20,266.70	\$20,982.87	\$89,386.00	\$385,950.00
Infrastructure & Maintenance	\$33,506.80	\$30,102.01	\$27,462.03	\$25,423.10	\$116,493.94	\$367,900.00
Programs Events & Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
	\$50,507.24	\$64,936.36	\$47,728.73	\$46,461.93	\$209,634.26	\$805,350.00

SURPLUS/DEFICIT	-\$6,804.82	-\$25,982.28	-\$13,497.61	\$16,705.33	-\$29,579.38	\$9,650.00
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ELIYAHU WELLNESS CENTRE

Other Accounting Information as at July 31st, 2024

Bank Balance per the Bank	195,620.41
Plus: Outstanding Deposits	734.75
Less: Outstanding Cheques	897.81
Bank Balance per the Books	<u>195,457.35</u>
Outstanding Receivables	<u>95,051.13</u>
Outstanding Payables	<u></u>
Due to Town	<u></u>

TOWN OF NORTH RUSTICO

REVENUE:	APRIL 2024 EST ACTUAL	MAY 2024 EST ACTUAL	JUNE 2024 EST. ACTUAL	JULY 2024 EST. ACTUAL	2024-2025 YTD	2024/2025 Budget
PROPERTY TAX ASSESSMENT	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 220,286.20	\$ 627,408.00
RETAIL SPACE	\$ 2,500.00	\$ 1,000.00	\$ 1,030.00	\$ 1,030.00	\$ 5,560.00	\$ 30,000.00
SPECIAL EVENTS *Music In The Park Reserve	\$ 5,000.00	\$ 150.00	\$ 510.00	\$ 2,645.75	\$ 8,305.75	\$ 12,500.00
OTHER GRANTS (Planning)	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 3,529.80	\$ 15,000.00
MCEG	\$ 25,209.82	\$ -	\$ -	\$ -	\$ 25,209.82	\$ 100,000.00
EMPLOYMENT GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000.00
CANADA DAY	\$ -	\$ 17,025.00	\$ 3,050.00	\$ 9,095.00	\$ 29,170.00	\$ 30,000.00
INTEREST REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WELLNESS CENTRE CAPITAL SPONSORSHIPS	\$ 2,000.00	\$ 20,000.00	\$ -	\$ 3,000.00	\$ 25,000.00	\$ 150,000.00
DEVELOPMENT PERMITS	\$ 614.67	\$ 1,528.60	\$ -	\$ 130.00	\$ 2,273.27	\$ 6,000.00
SALE OF TOWN PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER /DOG TAGS/MISC	\$ -	\$ -	\$ 200.00	\$ -	\$ 200.00	\$ 500.00
SEWER & WATER ADMIN FEE & WAGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,000.00
STREETLIGHTS/STONES DONATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
TOTAL REVENUE	\$ 91,278.49	\$ 96,730.15	\$ 60,744.00	\$ 71,854.75	\$ 319,534.84	\$ 1,006,908.00

EXPENSES:	APRIL 2024 EST ACTUAL	MAY 2024 EST ACTUAL	JUNE 2024 EST. ACTUAL	JULY 2024 EST. ACTUAL	2024-2025 YTD - Q1	2024/2025 Budget
ADMINISTRATION	\$ 12,924.70	\$ 27,751.83	\$ 19,438.80	\$ 17,649.79	\$ 77,765.12	\$ 315,400.00
ADVERTISING & NEWSLETTER & PROMOTION	\$ -	\$ 194.81	\$ 91.08	\$ -	\$ 285.89	\$ 2,500.00
ARENA LOAN & INTEREST	\$ 21,506.90	\$ 20,813.13	\$ 21,506.90	\$ -	\$ 63,826.93	\$ 297,000.00
INFRASTRUCTURE	\$ 7,679.61	\$ 3,890.88	\$ 5,876.09	\$ 6,938.76	\$ 24,385.34	\$ 54,050.00
FIRE PROTECTION	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ -	\$ 11,417.25	\$ 54,590.00
OFFICE & BUILDING	\$ 2,373.46	\$ 1,529.68	\$ 4,536.62	\$ 1,737.68	\$ 10,177.44	\$ 35,300.00
PROFESSIONAL SERVICES	\$ 1,678.78	\$ 4,759.45	\$ 4,974.42	\$ 16,639.68	\$ 28,052.33	\$ 78,500.00
RENTAL PROPERTIES	\$ 613.37	\$ 563.24	\$ 1,440.78	\$ 408.25	\$ 3,025.64	\$ 6,800.00
SPECIAL EVENTS	\$ 1,336.90	\$ 24,508.49	\$ 2,721.62	\$ 29,357.50	\$ 57,924.51	\$ 62,250.00
TRANSFER TO WELLNESS OPERATING			\$ -	\$ -		\$ 100,000.00
TOTAL EXPENSES	\$ 51,919.47	\$ 87,817.26	\$ 64,392.06	\$ 72,731.66	\$ 276,860.45	\$ 1,006,390.00
SURPLUS / DEFICIT:	\$ 39,359.02	\$ 8,912.89	-\$ 3,648.06	-\$ 876.91	\$42,674.39	\$ 518.00

TOWN OF NORTH RUSTICO
Other Accounting Information as at July 31st, 2024

RBC Bank Balance	293,777.30
Plus: Outstanding Deposits	11,532.68
Less: Outstanding Cheques	5,124.00
Bank Balance per the Books	300,185.98
Less Committed Funds-	18,105.00
Boardwalk Donations	
Music In The Park	5,000.00
Total Uncommitted Funds	277,080.98
RBC Gas Tax Account	454,127.89
PCU Operating Account	168,062.92
Less Committed Funds-	12,500.00
Hauling In Day	
	155,062.92
PCU Capital Reserve Account	114,719.30
Less Committed Funds-	500.00
EMO Reserve	
Less Committed Funds-	112,295.87
Fiona Insurance	
	2,423.43
Outstanding Receivables	125,371.40
Less Ice Rentals	95,051.13
	30,320.27
Outstanding Payables	

Fire Dept Budget 2024-2025

REVENUE:	APRIL EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	2024/2025 YTD	2024/25 Budget
TOWN OF NORTH RUSTICO FIRE DUES	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 15,223.00	\$ 54,590.00
FIRE DISTRICT FIRE DUES	\$ 2,540.00	\$ 2,540.00	\$ 2,540.00	\$ 2,540.00	\$ 10,160.00	\$ 30,500.00
RESORT MUNICIPALITY FIRE DUES		\$ -	\$ 5,476.66	\$ -	\$ 5,476.66	\$ 16,304.37
HARBOUR AUTHORITY FIRE DUES		\$ -	\$ 525.00	\$ -	\$ 525.00	\$ 525.00
FUNDRAISING REVENUE		\$ -	\$ -		\$ 30,500.00	
TRANSFER TO OPERATIONS FROM FUNDRAISING	\$ 255.00	\$ 80.24	\$ 604.40	\$ -	\$ 939.64	\$ 15,000.00
OTHER/MISC INCOME		\$ -	\$ 300.00	\$ -	\$ 300.00	\$ 5,000.00
TOTAL REVENUE	\$ 6,600.75	\$ 6,425.99	\$ 13,251.81	\$ 6,345.75	\$ 63,124.30	\$ 121,919.37

EXPENSES:	APRIL 2024 EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	2024/2025 YTD Q1	2024/25 Budget
FIRE HALL EXPENSES	\$ 280.38	\$ 394.85	\$ 168.68	\$ 190.26	\$ 1,034.17	\$ 9,200.00
PERSONNEL	\$ 155.21	\$ 1,990.75	\$ 3,573.50	\$ 70.24	\$ 5,789.70	\$ 60,000.00
FUNDRAISING EXPENSES	\$ 255.00	\$ 80.24	\$ 604.40	\$ -	\$ 939.64	\$ 15,000.00
EQUIPMENT	\$ 647.32	\$ -	\$ 230.87	\$ -	\$ 878.19	\$ 5,450.00
OFFICE & COMMUNICATIONS	\$ 853.71	\$ 651.28	\$ 859.34	\$ 1,374.87	\$ 3,739.20	\$ 10,900.00
VEHICLES	\$ 459.77	\$ 98.96	\$ 897.71	\$ 1,117.99	\$ 2,574.43	\$ 21,350.00
MISCELLANEOUS			\$ -	\$ -		
TOTAL EXPENSES	\$ 2,651.39	\$ 3,216.08	\$ 6,334.50	\$ 2,753.36	\$ 14,955.33	\$ 121,900.00

SURPLUS / DEFICIT:	\$ 3,949.36	\$ 3,209.91	\$ 6,917.31	\$ 3,592.39	\$ 48,168.97	\$ 19.37
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NORTH RUSTICO FIRE DEPARTMENT
Other Accounting Information as at July 31st, 2024

RBC Bank Balance	65,710.74
Plus: Outstanding Deposits	-
Less: Outstanding Cheques	1,341.88
Bank Balance per the Books	<u>64,368.86</u>
PCU Bank Balance Operating Account	<u>58,353.59</u>
PCU Bank Balance Truck Account	<u>253,419.38</u>
PCU Bank Balance Capital Account	<u>1,509.64</u>
Outstanding Receivables	<u>-</u>
Outstanding Payables	
Due to Town	

Sewer & Water Utility Corporation Budget 2024-2025

REVENUE	APRIL 2024 EST ACTUAL	MAY 2024 EST. ACTUAL	JUNE 2024 EST ACTUAL	JULY 2024 EST. ACTUAL	2024-2025 YTD	2024/2025 Budget
WATER REVENUE	\$46,178.00	\$50.00	\$0.00	\$45,712.71	\$91,940.71	\$171,000.00
SEWER REVENUE	\$51,226.89	\$50.00	\$0.00	\$50,621.60	\$101,898.49	\$195,000.00
INTEREST & MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00
TOTAL WATER & SEWER REVENUE	\$97,404.89	\$100.00	\$0.00	\$96,334.31	\$193,839.20	\$366,200.00

EXPENSES	APRIL 2024 EST ACTUAL	MAY 2024 EST. ACTUAL	JUNE 2024 EST ACTUAL	JULY 2024 EST. ACTUAL	2024-2025 YTD - Q1	2024/2025 Budget
WATER ADMINISTRATION	\$3,571.80	\$5,870.83	\$4,395.79	\$4,521.34	\$18,359.76	\$80,600.00
WATER PROFESSIONAL EXPENSES	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$10,670.00	\$39,200.00
WATER INFRASTRUCTURE	\$1,688.05	\$1,502.17	\$2,989.83	\$1,995.09	\$8,175.14	\$32,600.00
WATER REPAIR & MAINTENANCE	\$923.95	\$6,562.80	\$771.43	\$3,246.47	\$11,504.65	\$18,700.00
SEWER ADMINISTRATION	\$6,740.76	\$8,764.74	\$7,725.93	\$8,441.16	\$31,672.59	\$122,000.00
SEWER PROFESSIONAL EXPENSES	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$10,670.00	
SEWER INFRASTRUCTURE	\$3,176.89	\$2,559.74	\$3,890.49	\$2,940.35	\$12,567.47	\$40,800.00
SEWER REPAIR & MAINTENANCE	\$580.53	\$21.54	\$22.35	\$53.83	\$678.25	\$19,200.00
TOTAL EXPENSES	\$22,016.98	\$30,616.82	\$25,130.82	\$26,533.24	\$104,297.86	\$353,100.00

SURPLUS/DEFICIT	\$75,387.91	-\$30,516.82	-\$25,130.82	\$69,801.07	\$89,541.34	\$13,100.00
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NORTH RUSTICO SEWER & WATER

Other Accounting Information as at July 31st, 2024

RBC Bank Balance	56,188.42
Plus: Outstanding Deposits	1,113.99
Less: Outstanding Cheques	3,194.95
Bank Balance per the Books	<u>54,107.46</u>
PCU Bank Balance Operating Account	<u>127,630.37</u>
PCU Bank Balance Reserve Account	<u>48,386.68</u>
Outstanding Receivables	<u>43,198.94</u>
Outstanding Payables	<u>320,113.44</u>

**Town of North Rustico Council
REQUEST FOR DECISION
Topic: Approval of Synergy Signs**

Date: Wednesday Aug 28, 2024	Request No: 2024-09-037 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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Background:
"Synergy Screens Digital Signage is exploring new opportunities to install Outdoor Digital Signs in other municipalities across PEI. Currently we have signs in Alberton and Summerside, 5 in total, can visit our website at www.synergyscreens.com. What we'd be looking to do is partner with the North Rustico Lions Club and The North Rustico Village to install a brand new Watchfire LED Outdoor Digital Sign at our expense (we pay for sign, install and operation of the sign) and in return the Lions Club/Village would receive free ad space on the sign (with graphic design included, ads can be changed anytime). The other remaining ads we'd sell to the local community, usually our loops are 11-12 ads in length."

Request:
Council to approve CAO to finalize an agreement with Synergy Signs for new digital signage

Advantages Additional advertising for meetings and events	Disadvantages
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Required Resources:	Location for sign
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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 By-Election Date

Date: Wednesday Aug 28, 2024	Request No: 2024-09-038 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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Background: When there is an opening in Council, a by-election must be held within 6 months of the date of the Council member's departure, the election must be held by Jan 10 2025.
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Request: Council to approve date for by-election
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Advantages	Disadvantages
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Required Resources:	
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Staff Comments	Suggested date from staff would be to hold the election on Monday November 25 with the advance poll on Saturday Nov 16
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CAO's Review / Comments	
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**Town of North Rustico Council
REQUEST FOR DECISION**

Topic: Appoint Municipal Electoral Officer and Deputy MEO

Date: Aug 29, 2024	Request No: 2024-09-039 <i>(Office Use Only)</i>
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Person: Stephanie Moase, CAO	Representing: Town of North Rustico
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Background Due to the recent resignation of Councillor Patricia Doucette, the town is required to hold a by-election within 6 months of the date of resignation. Council must appoint an MEO and DMEO to hold the election.

Request: That Council appoint Deputy CAO Grace Constantine as MEO and CAO Stephanie Moase as Deputy MEO for the by-election.
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Advantages	Disadvantages
To ensure Council maintains a full 6 members	

Required Resources:	Staff members to provide MEO and DMEO services and to hire any additional staff required for the by-election and provide notices for nomination and election
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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: Extension for Autumn Lane Property**

Date: Aug 29, 2024	Request No: 2024-09-040 <i>(Office Use Only)</i>
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Person: Leo Doucette	Representing: Leo Doucette
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<p>Background Property on lot 16 Autumn Lane purchased March 2020 and sale agreement was that property would be built on within 5 years.</p>

<p>Request: That Council approve a two year extension to the sale agreement to allow Mr Doucette time to proceed with building on the lot.</p>

Advantages	Disadvantages
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	Will require legal counsel
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**Town of North Rustico Council
REQUEST FOR DECISION
Topic: Liquor License Request for NSMH**

Date: Aug 29, 2024	Request No: 2024-09-041 <i>(Office Use Only)</i>
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Person: Vanessa Larter	Representing: North Shore Minor Hockey
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<p>Background</p> <p>Town received a request to allow a special liquor permit for the North Shore Minor Hockey to provide a bar in the hospitality room of the Eliyahu Wellness Centre during the UPEI Panthers game on Sept 27 2024. Was recommended to approve by Wellness Centre Advisory Committee at the Thursday August 29 2024 meeting.</p>

<p>Request:</p> <p>Council approve North Shore Minor Hockey to apply for a special liquor permit for the hospitality room on Sept 27 2024 from 5:00pm to 10:00pm.</p>
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Advantages	Disadvantages

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	Will provide insight as to how bar sales for special events might go
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**Town of North Rustico Council
REQUEST FOR DECISION
Topic: Pickleball Proposal**

Date: Aug 29, 2024	Request No: 2024-09-042 <i>(Office Use Only)</i>
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Person: Rochelle Gallant	Representing: North Rustico Pickleball Players
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<p>Background</p> <p>A proposal was presented to the Rec and Events Committee and Wellness Centre Advisory Committee. Proposal attached, unofficial cost estimate is \$350,000, would be built and operated by the Town as a Town asset. Recommendation to Council from Advisory Committee would be to defer to future capital projects due to financial uncertainty and ongoing storm water management issues in the proposed site.</p>

<p>Request:</p> <p>Council to review and provide decision on the Pickleball proposal.</p>
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Advantages	Disadvantages

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	Would need to put on the 5 year capital plan
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Proposal for Outdoor Pickleball Courts in North Rustico – August 2024



- **Paddle sport combining elements of tennis, badminton and ping pong**
- **Played indoors and outdoors on badminton size court with modified net**
- **Hard paddle and perforated ball (wiffle ball)**
- **Created in 1965 in Seattle – parents looking to create a sport for the whole family**
- **Rapid growth in North America, Europe and Asia**

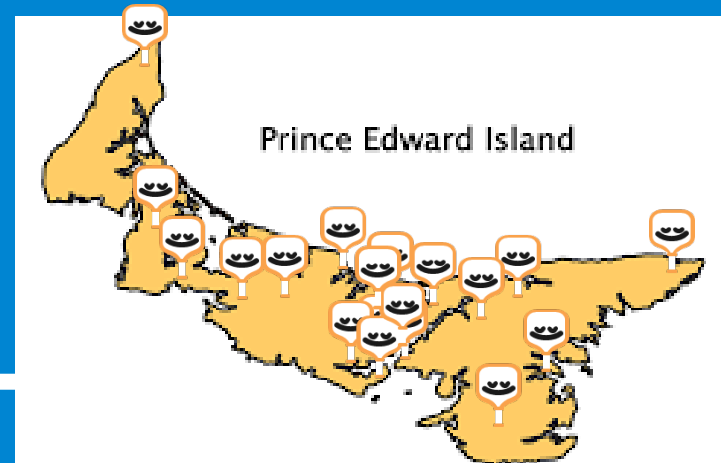
Fast growing sport

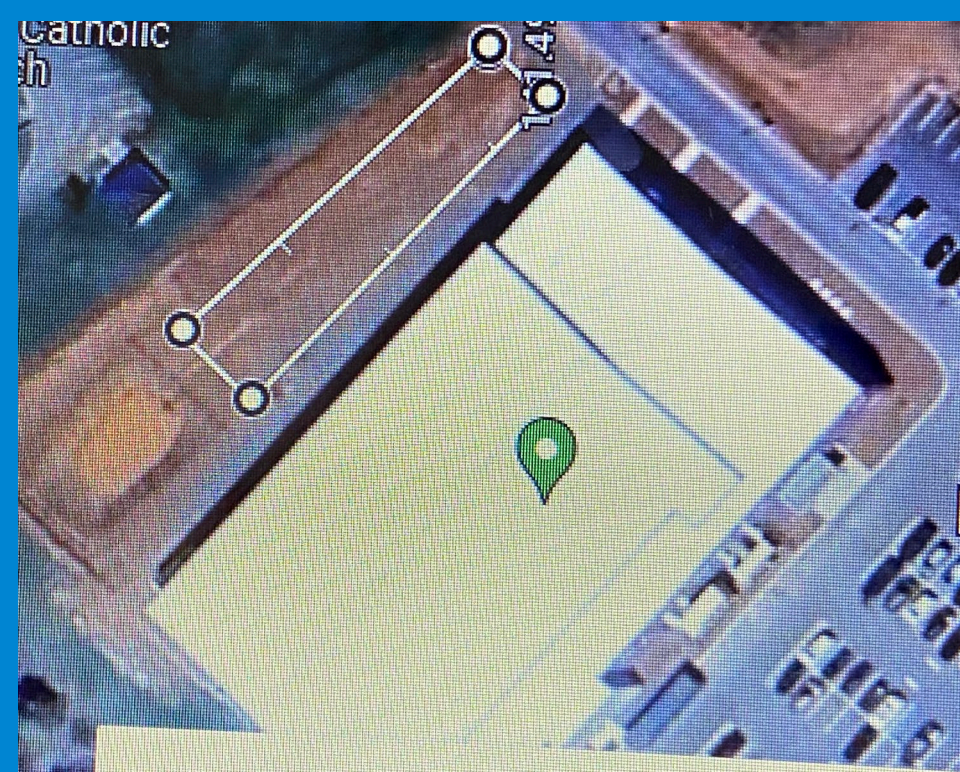
- Fastest growing sport in America
- 2023 11% of Canadian households report at least 1 household member plays at least once per month

- Rapid growth in Canada

2022 1 Million Player → **2023 1.37 Million Players**

- Programs in communities across PEI with huge response
- Twice weekly Gulfshore
 - Email list of +80
 - 20-25 nightly
- Multi-generation
- Low entry cost

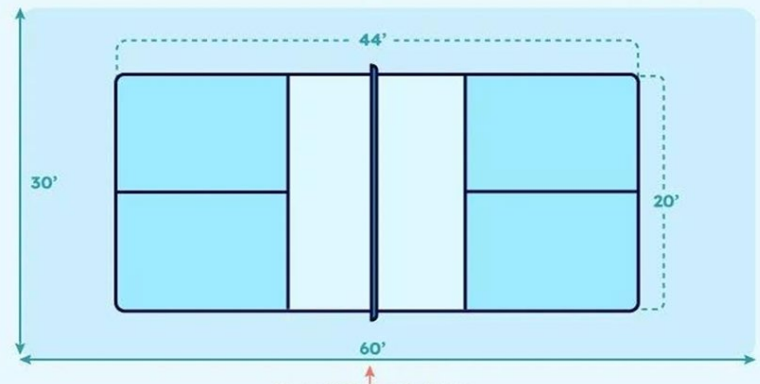




Proposal

- 4 courts
- Land already owned by Town
 - Reduces overall costs
 - Starting point for funding applications
- Central location and easy access
- Access to Wellness Centre services
- Potential to be operated by Wellness Centre and/or Town
- Some separation from residences
- Fits with zoning

Pickleball Court Dimensions



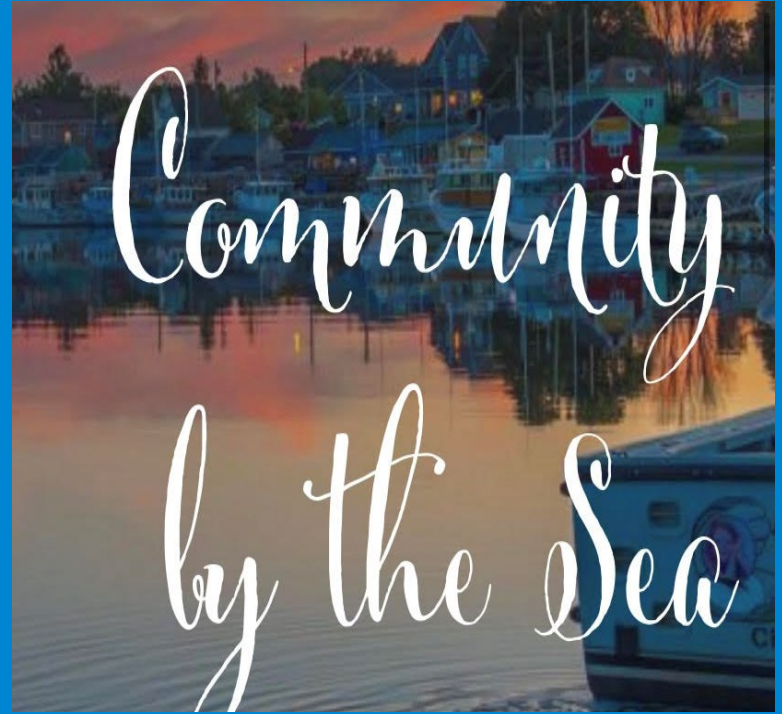
Opportunities for Court Use

- North Rustico Pickleball players
- Drop-in play
- Tournaments
- Youth programs
- Schools (The Mount and Gulfshore)
- Times open and accessible to all community members



Benefits to the Town

- Improved physical and mental health of residents
- Enhanced sense of community
- Increased attractiveness of Town as a place to live
- Brings tourists and visitors to the area (many tourists seek pickleball opportunities while on vacation)
- Brings people to Wellness Centre
- High level of participation relative to level of investment



Expenses

- Survey and layout
- Sub- base , asphalt, surface and painting
- Chain link fence and windscreen
- Nets
- Landscaping
- Signage
- Benches and Picnic Tables
- Contingency

Total Estimate Expenses - TBC



Potential Partners

- Provincial and federal governments
 - Explore funding for rural development, tourism infrastructure, sport and wellness and seniors, including Canada Community Building Fund
- Canada Games Legacy Fund
- Community Organizations
- Corporate Sponsorship and Personal Donations
 - \$25,000 to \$35,000 name complex
 - \$5,000 to sponsor each court
 - \$1,000 picnic tables/benches
 - Friends of North Rustico Pickleball
- **North Rustico Pickleball Club** (to be formed)
 - Support going operations



Moving forward....

- We would like to work with you on exploring using land on Wellness Centre site
- Initiate funding applications
- Approve funding plan, including sponsorship and naming opportunities
- Develop project timelines and budget

How can we work with you?

Any questions?

THANK YOU



Schedule A

Request for Decision to Speak Before Council/Or Council Committee

Date: 8/7/24	Request No: RFD-2024-09-043 (Office Use Only)
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Person: Jake Smith	Representing:
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Background:
 I was informed by the town of the size of a sign that could be installed on my property, but was mistakenly informed for the size acceptable on a commercial property. This is not a real estate sign, it is simply a sign with business logo. It is no bigger than surrounding properties and not impeding any views.

Request: It is on a residential lot, so does not fall under any prohibited signs. I would like the town to review this request and issue a sign permit so that no issues are created. This court fall under section 6.5(i)(n)

Advantages	Disadvantages
<ul style="list-style-type: none"> -Economic Boost for North Rustico -Increased Tourism Revenue -Enhanced Clarity for location/4 Hilltop Ave 	

Required Resources:	NO resources required, sign has already been erected.
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Staff Comments	
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CAO's Review / Comments	
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