

**TOWN OF NORTH RUSTICO**  
**REGULAR COUNCIL MEETING AGENDA**  
**MONDAY OCT 7, 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 Sept 3, 2024 6:00PM
  - 4.1 Business Arising from the Minutes
- 5. Delegations & Special Speakers**
  - 5.1 Michelle Burge MRSB Presentation of 2023-2024 Financial Audit
- 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- No Quorum
  - 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 2024-09-043 Residential Property Signage Request
  - 8.3 RFD 2024-010-044 First Reading Bylaw 2024-01 Sewer and Water Utility Corporation Bylaw
  - 8.4 RFD 2024-010-045 Appointment of Development Officers
  - 8.5 RFD 2024-010-046 Approval of Commercial Application 1725 for Addition to Medical Centre
- 9. New Business**
  - 9.1 In Camera MGA section 119 1 (d)- human resource matters, including labour relations or employee negotiations and 119 1(e) a matter still under consideration, on which the Council has not yet publicly announced a decision
  - 9.2 Garbage cans at end of driveways
- 10. Correspondence**
  - 10.1 FPEIM
  - 10.2 Mount Sponsorship Letter
- 11. Next Meeting Date – Monday November 4, 2024, at 6:00PM**
- 12. Adjournment**

**Town of North Rustico  
Regular Council Meeting Minutes  
Monday October 7, 2024, at 6:00PM**

**PRESENT:****Mayor  
Councillors**

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

**Staff**

Stephanie Moase and Grace Constantine

**Regrets****Others**

Michelle Burge, David Boyd, Chris Brown, Fire Chief Dan  
Gallant, Deputy Chief Allan Williams, Doug Burrige

**1. CALL TO ORDER**

Mayor Heather McKenna called the meeting to order at 6:01pm.

**2. APPROVAL OF THE AGENDA**

It was moved by Councillor Donna Coll and seconded by Councillor David LeClair that the agenda be approved as presented, but agreed to alter the order to allow those presenting to Council to leave the meeting when done.

**(5-0) MOTION CARRIED  
(2024-10-095)**

**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 Sept 3, 2024, be approved as presented.

**(5-0) MOTION CARRIED  
(2024-010-096)**

**4.1 Business Arising from the Minutes**

CAO stated that the Pickleball group had applied for funding for the ground study at the Wellness Centre to determine what fill may be required for asphalt paving. This will assist in a proper quote for Council to use for determining capital budget for potential Pickleball courts.

CAO verified from Council that she was able to provide letters of support to partners and stakeholders applying for funding for benefitting the town. Council agreed this would be part of day to day administration.

Council discussed the requested extension for time to build on Autumn Lane/Abegweit properties. It was determined that the CAO should have legal draw up an agreement for a one year extension and bring to Council for final approval.

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ACOA provided a letter of offer for funding for the Boardwalk project.

It was moved by Councillor Margaret Goulding and seconded by Councillor Donna Coll that Mayor Heather McKenna and CAO Stephanie Moase may sign the funding approval agreement from ACOA for the Boardwalk.

## **5. DELEGATIONS & SPECIAL SPEAKERS**

- 5.1** Deputy Fire Chief Allan Williams and Doug Burrige presented the Fire Departments request to purchase a new Tanker Truck using funds raised through fundraising and Chase the Ace. The chassis must be ordered this year and delivery would be in 2026. They will go out for additional quote. They plan to keep current tanker as a back-up. Council will review and make decision at November meeting.

Dan Gallant, Allan Williams and Doug Burrige left the meeting at 6:10pm.

- 5.2** Michelle Burge, MRSB presented the audited financial statements for fiscal year 2023-2024. Mayor Heather McKenna and Deputy Mayor David LeClair signed the approval and Michelle Burge left the meeting at 7:10pm.

## **6. REPORTS**

### **6.1 Wellness Centre GM Report**

Mayor Heather McKenna thanked outgoing GM Darren Banfield for his service. Council reviewed the report.

Next steps on the deficiency list will be the consultant CMEL to review the completed lists with the contractors and design engineers/architects.

Snow Tender for Wellness Centre has gone out today, Council was asking if a two-year contract would be a possibility. CAO will look into adding this as an addendum.

### **6.2 CAO Report**

Council reviewed the report.

### **6.3 Fire Chief Report**

Council reviewed the written report provided by Fire Chief Dan Gallant.

## **7. COMMITTEE REPORTS**

### **7.1 Sewer and Water Utility Board**

Chair David LeClair stated that they are still awaiting Lennie to receive quotes for the repair of the old water building and greenhouse.

The sewer plant upgrades are complete and awaiting final close off of deficiencies.

Have been discussing succession planning to have someone to gain a working knowledge of the Water and Sewer Plants.

### **7.2 Planning Board**

Council reviewed the approved permit list for September. There will be three items that Planning Board gave recommendation on coming up next in the RFD's.

### 7.3 Recreation & Events Committee

Chair Michelle Pineau stated there was no quorum for the meeting in September, but the October meeting was this morning. Lara Dias was in attendance to discuss events at the Watermark Theatre and Chloe Duchesne from CCTP was also there to suggest ways the CCTP and the Town could collaborate for holiday events. The committee discussed Remembrance Day and Christmas events.

**7.4 Wellness Centre Advisory Committee-** No quorum for the September meeting.

### 7.5 EMO Committee

Vice Chair Margaret Goulding stated that the committee held a Public Meeting presented by Nick Jagoe from Provincial EMO on Extreme Weather Preparedness.

### 7.6 Finance & Infrastructure Committee

Chair David LeClair stated that the committee reviewed the YTD budgets. CAO has sent out the capital budget to request that everyone begin thinking about the updated 5 year capital plan.

### 7.7 North Rustico Lighthouse Committee

Next meeting to be Oct 15, 2024. The committee requires a more comprehensive idea of costs prior to the application for divestiture.

## 8. REQUESTS FOR DECISION

### 8.1 RFD 2024-09-037 -Synergy Signs Proposal

Council reviewed the possible locations for the sign and agreed on the one not directly behind the current sign at the Line Rd. Council requested CAO to have agreement drafted and bring back to Council for final approval.

### 8.2 RFD 2024-09-043 -Residential Property Signage Request

Council reviewed the recommendation from Planning Board. The Planning Board reviewed Town of North Rustico 2014 Zoning and Subdivision Control (Development) Bylaw section 6 Signage. It pertains to mostly commercial signage, section 6.5 (Signs permitted in all zones) addresses residential property signage. Planning Board agreed that since the residential property is rented as a short term rental and this sign is used to advertise it as such, it falls under 6.5 (1)(c) real estate Signs, placed on the Lot, which advertise the sale, rental or lease of the Lot or Building, (allowed to be) not more than 0.93sq meters (10sqft). It was recommended by Planning Board that Council require the removal of the current sign (32sqft) and only allow max 0.93sq meters (10sqft). The resident suggests the sign may fall under 6.5 (1)(n) flags and buntings exhibited to temporarily commemorate national or civic holidays and temporary banners announcing charitable events, civic events or grand openings. In this case the sign would be temporary and as per 6.2 (3) No temporary sign permit shall be effective for a period of more than 30 days.

It was moved by Councillor Donna Coll and seconded by Councillor David LeClair that Council require the homeowner to remove the current sign (32sqft) within 30 days and allow only a maximum 10sqft sign as per bylaw section 6.5(1)(c).

**(5-0) MOTION CARRIED  
(2024-10-097)**

### 8.3 RFD 2024-010-044 -First Reading Bylaw 2024-01 Sewer and Water Utility Corporation Bylaw

Councillor David LeClair read the RFD. Council was informed that the draft bylaw is provided to the Public on the Town of North Rustico website [www.northrustico.com](http://www.northrustico.com)

**Whereas** Section 183 (2) and (3) of the *Municipal Government Act*, requires that a municipality that provides a public utility shall, by bylaw, authorize the construction, management maintenance and operation of the public utility in accordance with the Water and Sewerage Act.;

**And whereas** Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw was written to provide the required clauses to accommodate section 183 including a schedule A to provide remuneration information;

**And whereas** Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw will repeal and replace Bylaw 2022-03 North Rustico Water and Sewer Corporation Bylaw;

**And whereas** Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw was recommended for approval by the North Rustico Sewer and Water Utility Corporation Board at a regular meeting on Sept 19, 2024;

**Be it resolved** that Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw be hereby read a first time.

Moved by Councillor David LeClair  
Seconded by Councillor Donna Coll

**(5-0) MOTION CARRIED  
(2024-10-098)**

**Whereas** Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw was read for a first time at the Oct 7, 2024 Regular Council meeting;

**Be it resolved** that the first reading of Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw be hereby approved.

Moved by Councillor David LeClair  
Seconded by Councillor Janet Shannon

**(5-0) MOTION CARRIED  
(2024-10-099)**

### 8.4 RFD 2024-10-045- Appointment of Development Officers

Planning Board Chair Donna Coll read the RFD

It was moved by Councillor Donna Coll and seconded by Councillor Michelle Pineau that Council appoint Josh Beaton and Joel Legault as Development Officers in addition to Derek French for the Town of North Rustico.

**(5-0) MOTION CARRIED  
(2024-10-100)**

### 8.5 RFD 2024-10-046- Approval of Commercial Application 1725 for Addition to Medical Centre

Planning Board Chair Donna Coll read the RFD. Council reviewed the recommendation from Development Officer Derek French and the Planning Board. CAO verified that the property is zoned commercial.

It was moved by Councillor Donna Coll and seconded by Councillor Margaret Goulding that Council approve the commercial application 1725 for an addition to the medical centre with the conditions outlined by the development officer.

**(5-0) MOTION CARRIED  
(2024-10-101)**

## **9. NEW BUSINESS**

**9.1 In Camera-MGA section 119 1(d) human resource matters, including labor relations or employee negotiations and 119 1(e) a matter still under consideration, on which the Council has not yet publicly announced a decision.**

It was moved by Councillor Donna Coll and seconded by Councillor Michelle Pineau that Council go in-camera at 7:10pm.

**(5-0) MOTION CARRIED  
(2024-10-102)**

It was moved by Councillor Donna Coll and seconded by Councillor Margaret Goulding that Council come out of in camera at 7:25pm.

**(5-0) MOTION CARRIED  
(2024-10-103)**

The Lessons Learned Summary from MNP was tabled.

It was moved by Councillor Michelle Pineau and seconded by Councillor David LeClair that Council release the Lessons Learned Summary from MNP as a public document.

**(5-0) MOTION CARRIED  
(2024-10-104)**

David Boyd and Chris Brown left the meeting at 7:28pm

CAO Stephanie Moase and Deputy CAO Grace Constantine left the meeting at 8:15pm

It was moved by Councillor Janet Shannon and seconded by Councillor Donna Coll that Council go in camera at 8:15pm.

**(5-0) MOTION CARRIED  
(2024-10-105)**

It was moved by Councillor Donna Coll and seconded by Councillor Margaret Goulding that Council come out of in camera at 8:23pm.

**(5-0) MOTION CARRIED  
(2024-10-106)**

CAO Stephanie Moase and Deputy CAO Grace Constantine returned to the meeting at 8:24pm

## **9.2 Garbage Cans at End of Driveways**

There was a request from a resident speaking for a group that Council create a new bylaw that would prohibit a single residential lot from building a garbage cart corral at the end of their driveway. The group felt that the wooden type garbage corrals were ugly and lowered

the value of the homes in the neighborhood. There are a couple already built in the Town on single residential lots that would be grandfathered in, as well, all multi-family dwellings have this type of cart corral.

There was no appetite from Council to create a bylaw that would prohibit the building of a garbage cart corral for single family residential lots.

**10. CORRESPONDENCE**

**10.1 FPEIM-** Reminder to Council to register

**10.2 Mount Sponsorship Letter**

Council agreed to provide the Mount Sponsorship Students with town shirts. CAO to respond to the letter.

**11. NEXT MEETING**– Council agreed to move the next Regular Council Meeting to Tuesday November 12, 2024, at 6:00PM

**12. ADJOURNMENT**

There being no further business it was moved by Councillor Donna Coll and seconded by Councillor David LeClair that the meeting be adjourned at 8:32PM.

**(5-0) MOTION CARRIED  
(2024-10-107)**

**ACTION ITEMS**

- Committee Chairs to send written reports by Wed Nov 6, 2024
- CAO to create tender for audit services
- NSCaR to provide a member to the EMO committee
- CAO to review 5 year Capital Plan
- 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

**TOWN OF NORTH RUSTICO**  
**Consolidated Financial Statements**  
**March 31, 2024**

**TOWN OF NORTH RUSTICO**  
**Index to Consolidated Financial Statements**  
**March 31, 2024**

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## MANAGEMENT'S RESPONSIBILITY FOR CONSOLIDATED FINANCIAL STATEMENTS

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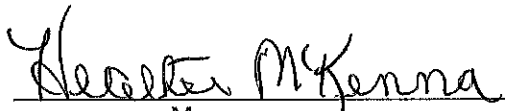
The accompanying consolidated financial statements of the Town of North Rustico are the responsibility of management and have been prepared in accordance with Canadian Accounting Standards for the Public Sector. A summary of the significant accounting policies are described in the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current period cannot be finalized with a certainty until future periods.

To meet its responsibility, management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by MRSB Chartered Professional Accountants Inc., independent external auditors appointed by the Town. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the consolidated financial statements.

On behalf of the Town of North Rustico:

  
\_\_\_\_\_  
Mayor

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## INDEPENDENT AUDITOR'S REPORT

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### To the Mayor and Councillors of the Town of North Rustico

#### Qualified Opinion

We have audited the consolidated financial statements of Town of North Rustico (the Town), which comprise the consolidated statement of financial position as at March 31, 2024, and the consolidated statements of operations, changes in net debt and cash flows for the year then ended, and accompanying notes and schedules to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town as at March 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for the Public Sector.

#### Basis for Qualified Opinion

In common with many not-for-profit organizations, the Town derives revenue from lotteries, donations and fundraising events, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our verification of these revenues was limited to amounts reported in the records and we were not able to determine whether any adjustments might be necessary to lottery, donations and fundraising revenues, annual surplus and cash flows for the year ended March 31, 2024 and March 31, 2023, and current assets as at March 31 for both the 2024 and 2023 periods and net assets as at April 1 and March 31 for both 2024 and 2023 years. Our audit opinion on the consolidated financial statements for the year ended March 31, 2023 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

#### Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial

(continues)

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

#### Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*MRSB Chartered Professional Accountants Inc.*

MRSB CHARTERED PROFESSIONAL ACCOUNTANTS INC.

Charlottetown, PE

October 7, 2024

**TOWN OF NORTH RUSTICO**  
**Consolidated Statement of Financial Position**  
**March 31, 2024**

	2024	2023
<b>Financial assets</b>		
Cash		
Unrestricted cash	\$ 1,308,354	\$ 1,388,818
Restricted cash	435,354	317,744
Accounts receivable (Note 3)	310,561	1,111,043
	<u>2,054,269</u>	<u>2,817,605</u>
<b>Liabilities</b>		
Operating loan (Note 4)	-	40,000
Accounts payable and accrued liabilities	2,251,782	1,378,578
Deferred revenue (Note 5)	570,924	544,520
Long term debt (Note 6)	5,100,504	5,168,945
	<u>7,923,210</u>	<u>7,132,043</u>
<b>Contingent liability (Note 7)</b>		
<b>Lease commitments (Note 8)</b>		
<b>Net debt (Statement 6)</b>	<u>(5,868,941)</u>	<u>(4,314,438)</u>
<b>Non-financial assets</b>		
Prepaid expense	87,874	28,422
Intangible assets	26,801	-
Tangible capital assets (Schedules 1 and 2)	27,022,099	25,781,511
	<u>27,136,774</u>	<u>25,809,933</u>
<b>Accumulated surplus (Statement 5)</b>	<u>\$ 21,267,833</u>	<u>\$ 21,495,495</u>

ON BEHALF OF COUNCIL

 Mayor

 Councillor

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Consolidated Statement of Operations**  
**Year Ended March 31, 2024**

	Budget 2024	Actual 2024	Actual 2023
<b>Revenues</b>			
Town (Schedule 3)	\$ 612,818	\$ 862,703	\$ 664,291
Sewer Utility (Schedule 5)	225,945	199,701	182,262
Water Utility (Schedule 6)	171,585	171,007	161,140
Fire Department (Schedule 7)	122,611	129,141	739,354
Eliyahu Wellness Centre (Schedule 8)	693,957	580,133	357,672
	<u>1,826,916</u>	<u>1,942,685</u>	<u>2,104,719</u>
<b>Expenditures</b>			
Town (Schedule 3)	611,950	1,083,175	801,352
Sewer Utility (Schedule 5)	196,920	205,272	198,649
Water Utility (Schedule 6)	123,760	165,260	152,108
Fire Department (Schedule 7)	121,845	90,960	101,844
Eliyahu Wellness Centre (Schedule 8)	693,925	1,186,704	357,321
	<u>1,748,400</u>	<u>2,731,371</u>	<u>1,611,274</u>
<b>Operating surplus (deficit)</b>	<u>78,516</u>	<u>(788,686)</u>	<u>493,445</u>
<b>Other revenues</b>			
Town (Schedule 3)	585,034	234,881	7,643,910
Sewer Utility (Schedule 5)	-	297,643	245,849
Fire Department (Schedule 7)	-	28,500	-
	<u>585,034</u>	<u>561,024</u>	<u>7,889,759</u>
<b>Annual surplus (deficit)</b>	<u>663,550</u>	<u>(227,662)</u>	<u>8,383,204</u>
<b>Accumulated surplus - beginning of year</b>	<u>21,495,495</u>	<u>21,495,495</u>	<u>13,112,291</u>
<b>Accumulated surplus - end of year (Note 10)</b>	<u>\$ 22,159,045</u>	<u>\$ 21,267,833</u>	<u>\$ 21,495,495</u>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Consolidated Statement of Changes in Net Debt**  
**Year Ended March 31, 2024**

	Budget 2024	Actual 2024	Actual 2023
<b>Annual surplus (deficit)</b>	<b>\$ 663,550</b>	<b>\$ (227,662)</b>	<b>\$ 8,383,204</b>
Amortization of tangible capital assets	-	534,864	306,254
Purchase of tangible capital assets	(1,550,025)	(1,775,443)	(11,096,872)
Proceeds on disposal of tangible capital assets	-	28,500	6,200
(Gain) loss on disposal of tangible capital assets	-	(28,500)	1,056
Increase in prepaid expense	-	(59,461)	(26,727)
Purchase of intangible assets	-	(26,801)	-
	<u>(1,550,025)</u>	<u>(1,326,841)</u>	<u>(10,810,089)</u>
<b>Increase in net debt</b>	<b>(886,475)</b>	<b>(1,554,503)</b>	<b>(2,426,885)</b>
<b>Net debt - beginning of year</b>	<b>(4,314,438)</b>	<b>(4,314,438)</b>	<b>(1,887,553)</b>
<b>Net debt - end of year</b>	<b>\$ (5,200,913)</b>	<b>\$ (5,868,941)</b>	<b>\$ (4,314,438)</b>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Consolidated Statement of Cash Flows**  
**Year Ended March 31, 2024**

	2024	2023
<b>Cash flows from operating activities</b>		
Annual surplus (deficit)	\$ (227,662)	\$ 8,383,204
Items not affecting cash:		
Amortization of tangible capital assets	534,864	306,254
(Gain) loss on disposal of tangible capital assets	(28,500)	1,056
	<u>278,702</u>	<u>8,690,514</u>
Changes in non-cash working capital:		
Accounts receivable	800,482	384,736
Land held for resale	-	6,652
Prepaid expense	(59,452)	(26,729)
Operating loan	(40,000)	(15,000)
Accounts payable and accrued liabilities	873,195	1,071,872
Deferred revenue	26,404	(7,271)
	<u>1,600,629</u>	<u>1,414,260</u>
	<u>1,879,331</u>	<u>10,104,774</u>
<b>Cash flows from capital activity</b>		
Purchase of tangible capital assets	(1,775,443)	(11,096,872)
Proceeds on disposal of tangible capital assets	28,500	6,200
Purchase of intangible assets	(26,801)	-
	<u>(1,773,744)</u>	<u>(11,090,672)</u>
<b>Cash flows from financing activities</b>		
Repayment of long term debt	(68,441)	(67,295)
Proceeds from long term debt	-	1,982,380
	<u>(68,441)</u>	<u>1,915,085</u>
<b>Increase in cash</b>	<b>37,146</b>	<b>929,187</b>
<b>Cash - beginning of year</b>	<b>1,706,562</b>	<b>777,375</b>
<b>Cash - end of year</b>	<b>\$ 1,743,708</b>	<b>\$ 1,706,562</b>
<b>Cash consists of:</b>		
Unrestricted cash	\$ 1,308,354	\$ 1,388,818
Restricted cash	435,354	317,744
	<u>\$ 1,743,708</u>	<u>\$ 1,706,562</u>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

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**1. DESCRIPTION OF BUSINESS**

The Town of North Rustico (the "Town") was incorporated under the Prince Edward Island Municipalities Act. The Town is a non-profit organization under the Income Tax Act. Its principal activities include the provision of local government services to residents of the incorporated area. These include fire protection, town development, infrastructure maintenance, maintenance of sewer and water systems, and parks and recreation.

**2. SIGNIFICANT ACCOUNTING POLICIES**

Basis of presentation

These consolidated financial statements of the Town of North Rustico have been prepared by management in accordance with Canadian Accounting Standards for the Public Sector.

These consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenditures are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay. Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs in the completion of specific work. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the year when the related expenditures are incurred, services are performed or the tangible capital assets are acquired.

Basis of consolidation

These consolidated financial statements for the Town of North Rustico reflect the assets, liabilities, revenues, expenditures, change in net debt and annual surplus of the Town. The Town is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Town and are, therefore, accountable to the Town Council for the administration of their financial affairs and resources. Included with the municipality are the following:

North Rustico Fire Department  
North Rustico Sewer and Water Utility Corporation  
Eliyahu Wellness Centre

Cash

Cash and cash equivalents include cash on hand, restricted and unrestricted balances on deposit with financial institutions.

Accounts receivable

Accounts receivable arise from trade receivable, sewer and water fees receivable, grants receivable, and Harmonized Sales Tax receivable. An allowance for bad debts has been calculated through discussions with management, assessment of the other circumstances influencing the collectibility of amounts, and using historical loss experience. Amounts deemed non-collectible are written off and deducted from the carrying value of the receivable. Amounts subsequently recovered from accounts previously written off are credited to the allowance account in the period of recovery.

*(continues)*

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

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**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Buildings	25 years
Park equipment	15 years
Furniture and equipment	10 years
Fire hall	25 years
Fire equipment	10 years
Fire trucks	15 years
Jaws of life	20 years
Downtown economic project	15 years
Computer equipment	3 years
Vehicles	10 years
Parks and boardwalk	25 years
Celebration of life park	15 years
Wellness Centre	75 years
Wellness Centre equipment	25 years
Treatment plant	83 1/3 years
Sewer system	83 1/3 years
Water system	83 1/3 years
Wellsite upgrades	83 1/3 years
Treatment and disposal equipment	83 1/3 years
Vehicles	5 years
Utility Equipment	5 and 20 years
Computers	5 years

Half year rule annual amortization is charged in the year of acquisition.

Assets under construction are not amortized until the asset is available for productive use.

The Utility tangible capital assets are amortized using the straight-line method over the estimated useful life as directed by the Island Regulatory and Appeals Commission.

The Town regularly reviews its tangible capital assets to eliminate obsolete items.

Interest capitalization

Interest costs relating to major capital projects in progress are capitalized as part of tangible capital assets. Capitalization of interest ceases when the asset is substantially complete and ready for its intended productive use. During the year, \$nil (2023 - \$76,830) interest relating to the Wellness Centre loan was capitalized.

*(continues)*

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

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**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

Impairment of long lived assets

The Town tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

Asset Retirement Obligations

Liabilities are recognized for statutory, contractual or legal obligations associated with the retirement of tangible capital assets when those obligations result from the acquisition, construction, development or normal operation of the assets. The obligations are measured initially at fair value, determined using present value methodology, and the resulting costs capitalized into the carrying amount of the related tangible capital asset. In subsequent periods, the liability is adjusted for accretion and any changes in the amount or timing of the underlying future cash flows. The capitalized asset retirement cost is amortized on the same basis as the related asset and accretion expense is included in the Consolidated Statement of Operations. As at March 31, 2024, no asset retirement obligations have been identified by management.

Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the consolidated financial statements as revenue in the year in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates on the amounts can be determined.

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for the use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the annual surplus, provides the consolidated change in net debt for the period.

Intangible assets

The intangible assets consist of official plan stated at cost and being amortized on a straight-line basis over their estimated useful lives of ten years.

*(continues)*

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

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**2. SIGNIFICANT ACCOUNTING POLICIES (continued)**

Revenue recognition

Property tax billings are based on the assessed value of real property in the Town and are payable in each calendar year. Municipal tax rates are reviewed, established, and approved annually by the Town Council. These revenues are recognized monthly when received from the Province.

Sewer and water dues are charged based on rates approved by the Island Regulatory and Appeals Commission (IRAC). These charges are assessed annually and are recognized when billings come due.

Fire dues are based on the assessed value of property in the town and are payable each calendar year.

Land sale revenue is recorded at the time the sale is finalized and ownership of the land has been transferred to the purchaser.

Revenue from transactions with performance obligations are recognized when (or as) the Town satisfies a performance obligation. Revenue from transactions with no performance obligations are recognized when the Town has the authority to claim or retain an inflow of economic resources and a past transaction has given rise to an asset.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments that are subsequently measured at amortized cost are shown as an adjustment to the carrying value of the related financial instrument

Use of estimates

The presentation of the consolidated financial statements in conformity with Canadian Accounting Standards for the Public Sector requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosures of contingent liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. The following are areas in which management makes significant accounting estimates:

- The amounts recorded for amortization of tangible capital assets on the consolidated statement of operations is subject to management's assessment of the estimated useful life of the Town's tangible capital assets
- The recognized amounts of potential claims and liabilities depend on management's assessment of future costs and the probability these events will occur.

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

**3. ACCOUNTS RECEIVABLE**

	2024	2023
Government funding receivable	\$ 168,806	\$ 810,257
Trade receivables	68,780	157,102
Sewer and water fees receivable	38,274	53,168
HST receivable	34,701	89,374
Other receivables	-	1,142
	\$ 310,561	\$ 1,111,043

**4. OPERATING LOAN**

	2024	2023
<u>Utility</u>		
RBC - prime + 0.25%, secured by guarantee and postponement of claim in the amount of \$1,825,000 signed by Town of North Rustico, due on demand.	\$ -	\$ 40,000
	-	40,000

In addition, the Town has an approved line of credit with Royal Bank of Canada with interest at Prime + .25%; maximum limit of \$250,000; secured by general security agreement.

**5. DEFERRED REVENUE**

	2024	2023
<u>Town</u>		
Canada Community Building Fund	\$ 425,909	\$ 365,759
Insurance proceeds	85,528	112,296
Tourism PEI Hauling Day	12,450	12,450
Prepaid summer rentals	12,250	15,400
Boardwalk project donations	10,000	-
Fire dues	3,806	-
Wellness Centre memberships	-	12,590
Innovation PEI Canada Day Grant	-	2,000
	549,943	520,495
<u>Utility</u>		
Sewer and water fees	20,981	24,025
	20,981	24,025
	\$ 570,924	\$ 544,520

Under the Canada Community Building Fund for Incorporated Communities, the Town is allocated \$100,000 per year for fiscal years ending March 31, 2019 to 2024. These funds, along with interest earned, must be used for eligible infrastructure and capacity building projects. Any funds received under this program, including interest earned, but not yet spent are recognized as deferred revenue at the end of the period.

During the year, the Town received Canada Community Building funding of \$100,000, earned interest of \$9,349, and incurred eligible expenditures of \$9,452. The Town also received Municipal Strategic Component funding of \$246,675, and incurred eligible expenditures of \$286,421.

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

**6. LONG TERM DEBT**

	2024	2023
<u>Town</u>		
RBC - prime plus .25%, repayable in monthly interest installments only, approved maximum of \$3,400,000. The loan matures on December 31, 2024 and is secured by Town borrowing resolution.	\$ 3,399,012	\$ 3,399,012
RBC - 2.36%, repayable in monthly blended installments of \$706. The loan matures on February 8, 2026 and is secured by Town borrowing resolution.	115,303	120,977
RBC - 2.36%, repayable in monthly blended installments of \$624. The loan matures on February 9, 2026 and is secured by Town borrowing resolution.	102,362	107,355
	<b>3,616,677</b>	<b>3,627,344</b>
<u>Utility</u>		
RBC - 2.37%, repayable in monthly blended installments of \$5,573. The loan matures on February 8, 2026 and is secured by guarantee and postponement of claim in the amount of \$1,825,000 signed by the Town of North Rustico.	1,091,084	1,131,504
RBC - 2.37%, repayable in monthly blended installments of \$2,243. The loan matures on February 8, 2026 and is secured by guarantee and postponement of claim in the amount of \$1,825,000 signed by the Town of North Rustico.	392,743	410,097
	<b>1,483,827</b>	<b>1,541,601</b>
	<b>\$ 5,100,504</b>	<b>\$ 5,168,945</b>

Principal repayments of long term debt are expected to be repaid over the next two years as follows:

2025	\$ 3,469,229
2026	1,631,276

**7. CONTINGENT LIABILITY**

A statement of claim has been filed against the Town on January 27, 2023 for payment of services and materials in connection with the new arena and wellness centre. The Town has entered a statement of defense and a resolution is being explored outside the courts. The potential liability to the Town is uncertain at this time.

A statement of claim has been filed against the Town in respect of services and materials delivered by the plaintiff in connection with the construction of the new arena and wellness centre. The Town filed a statement of defense and the claim is in the case management process with the Supreme Court. The potential liability to the Town is uncertain at this time.

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

**8. LEASE COMMITMENTS**

The Town has entered into a lease agreement with Sharp Direct for the lease of a photocopier. The minimum lease payments due over the next three years are as follows:

2025	\$	2,342
2026		2,342
2027		1,171

**9. GOVERNMENT TRANSFERS**

	2024	2023
<u>Government Transfers for Capital</u>		
<u>Town</u>		
Municipal Capital Expenditure Grant	\$ 169,146	\$ 855,945
Province of PEI - Rural Growth Initiative	38,934	50,000
Canada Community Building Fund	26,801	-
Investing In Canada Infrastructure Program	-	1,450,305
ACOA	-	550,270
Province of PEI - Fire Equipment	-	37,975
	<b>234,881</b>	<b>2,944,495</b>
<u>Sewer Utility</u>		
Canada Community Building Fund	269,073	224,742
Municipal Capital Expenditure Grant	28,570	21,107
	<b>297,643</b>	<b>245,849</b>
	<b>532,524</b>	<b>3,190,344</b>
 <u>Government Transfers for Operations</u>		
<u>Town</u>		
Province of PEI - Fiona Proceeds	9,000	-
Province of PEI wage grants	4,069	9,120
Active Transportation	-	5,000
	<b>13,069</b>	<b>14,120</b>
 <u>Wellness Center</u>		
Province of PEI - Arena Support Grant	8,500	8,500
Province of PEI - Election Rentals	1,875	-
Canada Summer Jobs	1,479	-
	<b>11,854</b>	<b>8,500</b>
	<b>24,923</b>	<b>22,620</b>
	<b>\$ 557,447</b>	<b>\$ 3,212,964</b>

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

**10. ACCUMULATED SURPLUS**

	2024	2023
Unrestricted surplus (deficit)	\$ (680,563)	\$ 882,924
Investment in tangible capital assets (Note 11)	21,921,595	20,612,571
Investment in intangible assets	26,801	-
	<b>\$ 21,267,833</b>	<b>\$ 21,495,495</b>

**11. INVESTMENT IN TANGIBLE CAPITAL ASSETS**

	2024	2023
Tangible capital assets - Schedule 1 and 2	\$ 30,769,255	\$ 28,993,812
Accumulated amortization - Schedule 1 and 2	(3,747,156)	(3,212,296)
Long-term debt (Note 6)	(5,100,504)	(5,168,945)
	<b>\$ 21,921,595</b>	<b>\$ 20,612,571</b>

**12. RATE REGULATION**

The Town is subject to rate regulation on the water and sewerage utilities provided to residents in Prince Edward Island under the Island Regulatory and Appeals Commission Act. The purpose of this Act, which is administered by the Island Regulatory and Appeals Commission (IRAC), is to regulate the rate municipalities may charge for water and sewerage utilities provided to residents within Prince Edward Island and to ensure at all times a just and reasonable price for water and sewerage services. Changes in water and sewerage rates can only be implemented with approval from IRAC.

**13. ADMINISTRATION**

During the year, the Town received a management fee totaling \$20,000 (2023 - \$20,000) from the Town of North Rustico Water and Sewer Utility Corporation for payment of the administration costs incurred by the Town on behalf of the Sewer and Water Utility. The transaction was in the ordinary course of business and is reflected at the exchange amount.

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

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**14. BUDGET FIGURES**

A reconciliation of the 2024 fiscal operating budget prepared by Council to the budget figures disclosed in the consolidated financial statements is as follows:

Sewer and Water budgeted annual surplus	\$ 76,850
Town of North Rustico budgeted annual surplus	10,858
Fire Department budgeted annual surplus	766
Eliyahu Wellness Centre annual budgeted surplus	32
Add: Debt repayment	-
Add: Capital funding	<u>575,044</u>
	<u>\$ 663,550</u>

The budget figures provided on Statements 5 and 6 and Schedules 3 to 8 have not been audited or reviewed by the external auditor.

**15. FINANCIAL INSTRUMENTS**

The Town's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities and long term debt.

The Town is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Town's risk exposure and concentration as of March 31, 2024.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Town is exposed to credit risk from customers. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Town has a significant number of customers which minimizes concentration of credit risk.

(b) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Town is exposed to this risk mainly in respect of its receipt of government funding and customer payments, long term debt and accounts payable and accrued liabilities.

(c) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Town manages exposure through its normal operating and financing activities. The Town is exposed to interest rate risk primarily through its credit facilities.

**TOWN OF NORTH RUSTICO**  
**Notes to Consolidated Financial Statements**  
**Year Ended March 31, 2024**

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**16. SEGMENT DISCLOSURES**

The Town is a diversified municipal unit that provides a wide range of services to its citizens. For management reporting purposes, the Town's operations and activities are organized and reported by segment.

The major segments are as follows:

General Government

This segment is responsible for the overall financial and local government administration. Its tasks include, but are not limited to, daily accounting functions, preparation and coordination of annual consolidated audited financial statements, development of the annual budget, human resource functions for the entire Town, maintenance of bylaws and policies, oversight of public works, maintenance of Town facilities, and administration of Town services.

Water and Sewer Utility

This segment is responsible for the maintenance and operations of water and sewer services provided to residents and other customers.

Fire Department

This segment is responsible for providing fire protection services for residents. Its tasks include providing critical, life saving services in preventing or minimizing loss of life and property from fire and natural or man made emergencies.

Eliyahu Wellness Centre

This segment is responsible for providing recreation facilities for residents.

**17. COMPARATIVE FIGURES**

Some of the comparative figures have been reclassified to conform to the current year's presentation.

**TOWN OF NORTH RUSTICO**  
**Schedules to Consolidated Financial Statements**  
**Tangible Capital Assets**  
**Year Ended March 31, 2024**

(Schedule 1)

	Cost beginning of year	Additions	Disposals and write downs	Cost end of year	Accum amort beginning of year	Amort in the year	Disposals and write downs	Accum amort end of year	Net book value
<b>Town</b>									
Land	\$ 116,032	\$ -	\$ -	\$ 116,032	\$ -	\$ -	\$ -	\$ -	\$ 116,032
Buildings	183,011	-	-	183,011	90,809	5,375	-	96,184	86,827
Park equipment	183,169	-	-	183,169	96,151	11,744	-	107,895	75,274
Furniture and equipment	71,163	16,500	-	87,663	42,402	6,160	-	48,562	39,101
Fire hall	281,850	-	-	281,850	229,072	8,709	-	237,781	44,069
Fire equipment	192,696	34,325	-	227,021	122,383	14,551	-	136,934	90,087
Fire trucks	794,290	331,656	-	1,125,946	420,529	47,716	-	468,245	657,701
Jaws of life	41,375	-	-	41,375	29,473	2,069	-	31,542	9,833
Downtown economic project	263,262	-	-	263,262	193,660	17,552	-	211,212	52,050
Computer equipment	31,989	-	-	31,989	31,142	423	-	31,565	424
Vehicles	31,799	-	-	31,799	25,936	2,672	-	28,608	3,191
Parks and boardwalk	1,433,022	-	-	1,433,022	374,762	57,322	-	432,084	1,000,938
Celebration of life park	16,940	-	-	16,940	5,555	679	-	6,234	10,706
Wellness Centre	17,256,064	1,107,261	-	18,363,325	57,520	237,463	-	294,983	18,068,342
Wellness Centre equipment	889,985	-	-	889,985	5,933	35,600	-	41,533	848,452
	<b>\$ 21,786,647</b>	<b>\$ 1,489,742</b>	<b>\$ -</b>	<b>\$ 23,276,389</b>	<b>\$ 1,725,327</b>	<b>\$ 448,035</b>	<b>\$ -</b>	<b>\$ 2,173,362</b>	<b>\$ 21,103,027</b>



**TOWN OF NORTH RUSTICO**  
**Schedules to Consolidated Financial Statements**  
**Tangible Capital Assets**  
**Year Ended March 31, 2024**

(Schedule 1)

	Cost beginning of year	Additions	Disposals and write downs	Cost end of year	Accum amort beginning of year	Amort in the year	Disposals and write downs	Accum amort end of year	Net book value
<b>Sewer and Water Utility</b>									
Land	\$ 81,637	\$ -	\$ -	\$ 81,637	\$ -	\$ -	\$ -	\$ -	\$ 81,637
Treatment plant	3,397,826	152,185	-	3,550,011	458,158	42,599	-	500,757	3,049,254
Sewer system	782,236	-	-	782,236	185,341	9,388	-	194,729	587,507
Water system	994,841	3,259	-	998,100	174,625	11,977	-	186,602	811,498
Wellsite upgrades	1,313,977	-	-	1,313,977	193,895	15,767	-	209,662	1,104,315
Treatment and disposal equipment	398,885	-	-	398,885	390,918	816	-	391,734	7,151
Vehicles	59,934	-	-	59,934	59,934	-	-	59,934	-
Equipment	25,989	-	-	25,989	21,270	2,434	-	23,704	2,285
Computers	3,841	-	-	3,841	2,828	506	-	3,334	507
Booster pump	147,999	130,257	-	278,256	-	3,339	-	3,339	274,917
	<b>\$ 7,207,165</b>	<b>\$ 285,701</b>	<b>\$ -</b>	<b>\$ 7,492,866</b>	<b>\$ 1,486,969</b>	<b>\$ 86,826</b>	<b>\$ -</b>	<b>\$ 1,573,795</b>	<b>\$ 5,919,071</b>
<b>Total</b>	<b>\$ 28,993,812</b>	<b>\$ 1,775,443</b>	<b>\$ -</b>	<b>\$ 30,769,255</b>	<b>\$ 3,212,296</b>	<b>\$ 534,864</b>	<b>\$ -</b>	<b>\$ 3,747,156</b>	<b>\$ 27,022,099</b>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Schedules to Consolidated Financial Statements**  
**Tangible Capital Assets**  
**Year Ended March 31, 2023**  
**(Schedule 2)**

	Cost beginning of year	Additions	Disposals and write downs	Cost end of year	Accum amort beginning of year	Amort in the year	Disposals and write downs	Accum amort end of year	Net book value
<b>Town</b>									
Land	\$ 116,032	\$ -	\$ -	\$ 116,032	\$ -	\$ -	\$ -	\$ -	\$ 116,032
Buildings	183,011	-	-	183,011	83,970	6,841	-	90,810	92,201
Park equipment	183,169	-	-	183,169	83,939	12,212	-	96,151	87,018
Furniture and equipment	71,163	-	-	71,163	36,929	5,473	-	42,402	28,761
Fire hall	281,850	-	-	281,850	220,363	8,709	-	229,072	52,778
Fire equipment	180,326	12,370	-	192,696	106,231	16,152	-	122,383	70,313
Fire trucks	522,888	280,758	(9,356)	794,290	394,793	27,836	(2,100)	420,529	373,761
Jaws of life	41,375	-	-	41,375	27,404	2,069	-	29,473	11,902
Downtown economic project	263,262	-	-	263,262	176,110	17,550	-	193,660	69,602
Computer equipment	30,718	1,271	-	31,989	28,680	2,462	-	31,142	847
Vehicles	31,799	-	-	31,799	22,756	3,180	-	25,936	5,863
Parks and boardwalk	1,433,022	-	-	1,433,022	317,442	57,320	-	374,762	1,058,260
Celebration of life park	16,940	-	-	16,940	4,878	677	-	5,555	11,385
Wellness Centre	7,579,034	9,677,030	-	17,256,064	-	57,520	-	57,520	17,198,544
Wellness Centre equipment	19,130	870,855	-	889,985	-	5,933	-	5,933	884,052
	<b>\$ 10,953,719</b>	<b>\$ 10,842,284</b>	<b>\$ (9,356)</b>	<b>\$ 21,786,647</b>	<b>\$ 1,503,495</b>	<b>\$ 223,934</b>	<b>\$ (2,100)</b>	<b>\$ 1,725,328</b>	<b>\$ 20,061,319</b>

**TOWN OF NORTH RUSTICO**  
**Schedules to Consolidated Financial Statements**  
**Tangible Capital Assets**  
**Year Ended March 31, 2023**

(Schedule 2)

	Cost beginning of year	Additions	Disposals and write downs	Cost end of year	Accum amort beginning of year	Amort in the year	Disposals and write downs	Accum amort end of year	Net book value
<b>Sewer and Water Utility</b>									
Land	\$ 59,252	\$ 22,385	\$ -	\$ 81,637	\$ -	\$ -	\$ -	\$ -	\$ 81,637
Treatment plant	3,386,276	11,550	-	3,397,826	417,385	40,772	-	458,157	2,939,669
Sewer system	782,236	-	-	782,236	175,955	9,386	-	185,341	596,895
Water system	922,187	72,654	-	994,841	162,687	11,938	-	174,625	820,216
Wellsite upgrades	1,313,977	-	-	1,313,977	178,127	15,768	-	193,895	1,120,082
Treatment and disposal equipment	398,885	-	-	398,885	390,102	816	-	390,918	7,967
Vehicles	59,934	-	-	59,934	59,934	-	-	59,934	-
Equipment	25,989	-	-	25,989	18,139	3,131	-	21,270	4,719
Computers	3,841	-	-	3,841	2,321	507	-	2,828	1,013
Booster Pump	-	147,999	-	147,999	-	-	-	-	147,999
	\$ 6,952,577	\$ 254,588	\$ -	\$ 7,207,165	\$ 1,404,650	\$ 82,318	\$ -	\$ 1,486,968	\$ 5,720,197
<b>Total</b>	\$ 17,906,296	\$ 11,096,872	\$ (9,356)	\$ 28,993,812	\$ 2,908,145	\$ 306,254	\$ (2,100)	\$ 3,212,296	\$ 25,781,511

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Statement of Operations - Town**  
**Year Ended March 31, 2024**

**(Schedule 3)**

	Budget 2024	Actual 2024	Actual 2023
<b>Revenues</b>			
Property tax	\$ 541,696	\$ 582,243	\$ 512,062
Welless Center sponsorships	-	140,517	-
Canada Day and special events	27,172	43,803	33,975
Miscellaneous	150	28,505	27,533
Retail space	13,500	25,100	6,335
Administration transfer from Utility (Note 13)	20,000	20,000	20,000
Government transfers for operations (Note 9)	4,300	13,069	14,120
Interest	-	3,518	4,351
Buildings permits and subdivision fees	6,000	3,407	11,258
Donations	-	2,541	3,050
Land sales - net	-	-	31,607
	<b>612,818</b>	<b>862,703</b>	<b>664,291</b>
<b>Expenditures</b>			
Administration (Schedule 4)	316,100	305,951	313,863
Advertising and Promotions (Schedule 4)	5,000	4,897	3,125
Amortization of tangible capital assets	-	174,966	160,481
Fire protection	50,000	45,669	45,669
Infrastructure (Schedule 4)	65,250	106,806	82,681
Interest on Wellness Centre loan	-	248,203	55,772
Office and Building (Schedule 4)	31,900	39,057	34,154
Professional Services (Schedule 4)	67,700	82,453	55,870
Special Events (Schedule 4)	76,000	75,173	49,737
	<b>611,950</b>	<b>1,083,175</b>	<b>801,352</b>
<b>Operating surplus (deficit)</b>	<b>868</b>	<b>(220,472)</b>	<b>(137,061)</b>
<b>Other revenues (expenditures)</b>			
Government transfers for capital (Note 9)	585,034	234,881	2,944,495
Canada Games funding	-	-	3,275,000
Wellness Centre fundraising	-	-	1,425,471
Loss on disposal of tangible capital assets	-	-	(1,056)
	<b>585,034</b>	<b>234,881</b>	<b>7,643,910</b>
<b>Annual surplus</b>	<b>\$ 585,902</b>	<b>\$ 14,409</b>	<b>\$ 7,506,849</b>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Statement of Expenditures - Town**  
**Year Ended March 31, 2024**

(Schedule 4)

	Budget 2024	Actual 2024	Actual 2023
<b>Administration</b>			
Dues and fees	\$ 1,600	\$ 1,936	\$ 1,548
Honorariums	28,000	25,600	19,400
Insurance	30,000	10,247	20,281
Interest and bank charges	4,000	3,200	6,558
Interest on long term debt	5,000	5,273	2,761
Mayoral discretionary fund	5,000	478	4,870
Miscellaneous	2,500	2,762	1,385
Office supplies and postage	10,000	11,029	17,793
Salaries and benefits	227,500	241,474	235,283
Sewer and water	-	298	1,967
Travel and meetings	2,500	3,654	2,017
	<b>316,100</b>	<b>305,951</b>	<b>313,863</b>
<b>Advertising and Promotions</b>			
Advertising	-	2,822	2,106
Newsletters	5,000	2,075	1,019
	<b>5,000</b>	<b>4,897</b>	<b>3,125</b>
<b>Infrastructure</b>			
EMO	-	109	5,318
Hydrants	15,000	15,573	15,573
North Star Arena	-	2,735	8,467
Park and boardwalk	10,000	9,085	8,405
Public property	3,250	44,041	9,929
Snow removal	4,000	913	1,136
Street lights	29,000	28,687	28,676
Waste watch	4,000	5,663	5,177
	<b>65,250</b>	<b>106,806</b>	<b>82,681</b>
<b>Office and Building</b>			
Electricity and heat	4,000	7,195	3,949
Property tax	7,500	3,761	6,128
Repairs and maintenance	12,400	17,255	14,662
Telephone	8,000	10,846	9,415
	<b>31,900</b>	<b>39,057</b>	<b>34,154</b>
<b>Professional Services</b>			
Accounting fees	18,000	20,812	13,360
Development officer	15,000	8,836	14,811
Legal fees	30,000	44,694	15,612
Other professional fees	4,700	8,111	12,087
	<b>67,700</b>	<b>82,453</b>	<b>55,870</b>
<b>Special Events</b>			
Canada Day	45,000	44,590	39,819
Special events	31,000	30,583	9,918
	<b>76,000</b>	<b>75,173</b>	<b>49,737</b>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Statement of Operations - Sewer Utility**  
**Year Ended March 31, 2024**

**(Schedule 5)**

	Budget 2024	Actual 2024	Actual 2023
<b>Revenues</b>			
Sewer rates	\$ 225,945	\$ 195,696	\$ 181,816
Interest	-	3,628	190
Miscellaneous	-	377	256
	<b>225,945</b>	<b>199,701</b>	<b>182,262</b>
<b>Expenditures</b>			
Amortization of tangible capital assets	-	55,630	52,540
Bad debts	-	678	-
Contract labour	62,060	61,340	53,788
Dues and fees	2,500	2,082	1,996
Electricity	21,000	28,950	27,637
Insurance	2,900	1,704	2,722
Interest and bank charges	-	744	636
Interest on long term debt	58,960	28,879	29,883
Office	12,000	10,022	10,000
Professional fees	5,000	4,095	3,627
Property tax	500	204	2,160
Repairs and maintenance	25,000	7,906	9,562
Telephone	7,000	3,038	4,098
	<b>196,920</b>	<b>205,272</b>	<b>198,649</b>
<b>Operating surplus (deficit)</b>	<b>29,025</b>	<b>(5,571)</b>	<b>(16,387)</b>
<b>Other revenues</b>			
Government transfers for capital (Note 9)	-	297,643	245,849
<b>Annual surplus</b>	<b>\$ 29,025</b>	<b>\$ 292,072</b>	<b>\$ 229,462</b>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Statement of Operations - Water Utility**  
**Year Ended March 31, 2024**

**(Schedule 6)**

	Budget 2024	Actual 2024	Actual 2023
<b>Revenues</b>			
Water rates	\$ 171,585	\$ 171,007	\$ 161,140
<b>Expenditures</b>			
Amortization of tangible capital assets	-	31,198	29,781
Contract labour	62,060	66,401	60,097
Dues and fees	2,500	2,082	1,996
Electricity	15,000	15,505	14,716
Honorariums	1,500	-	-
Insurance	2,200	1,704	2,722
Interest and bank charges	1,000	744	1,588
Interest on long term debt	1,000	7,060	7,306
Office	12,000	11,198	10,601
Professional fees	5,000	4,095	3,627
Property tax	500	192	404
Repairs and maintenance	9,000	9,312	8,041
Telephone	7,000	7,253	5,299
Water testing	5,000	8,516	5,930
	<u>123,760</u>	<u>165,260</u>	<u>152,108</u>
<b>Annual surplus</b>	<u>\$ 47,825</u>	<u>\$ 5,747</u>	<u>\$ 9,032</u>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Statement of Operations - Fire Department**  
**Year Ended March 31, 2024**

(Schedule 7)

	Budget 2024	Actual 2024	Actual 2023
<b>Revenues</b>			
Fire dues	\$ 97,611	\$ 94,337	\$ 94,319
Fundraising	25,000	28,357	645,035
Interest	-	6,447	-
	<u>122,611</u>	<u>129,141</u>	<u>739,354</u>
<b>Expenditures</b>			
Building maintenance and utilities	10,600	7,705	8,976
Fundraising, social and uniforms	33,800	16,375	17,028
Honorariums	25,000	24,900	20,008
Insurance	11,500	6,787	10,681
Medical supplies, equipment maintenance and office	11,375	5,670	13,730
Telephone	10,570	9,427	9,656
Training	6,000	8,114	9,071
Truck repairs and fuel	13,000	11,982	12,694
	<u>121,845</u>	<u>90,960</u>	<u>101,844</u>
<b>Operating surplus</b>	<u>766</u>	<u>38,181</u>	<u>637,510</u>
<b>Other revenues</b>			
Gain on disposal of tangible capital assets	-	28,500	-
<b>Annual surplus</b>	<u>\$ 766</u>	<u>\$ 66,681</u>	<u>\$ 637,510</u>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Statement of Operations - Eliyahu Wellness Center** (Schedule 8)  
**Year Ended March 31, 2024**

	Budget 2024	Actual 2024	Actual 2023
<b>Revenues</b>			
Ice rentals	\$ 256,005	\$ 364,414	\$ 24,172
Memberships	75,000	65,036	-
Rentals	110,960	48,336	-
Miscellaneous	-	31,267	-
Canteen	-	25,821	-
Summer camp	-	16,431	-
Fundraising	202,000	12,974	-
Government transfers for operations (Note 9)	49,992	11,854	8,500
Advertising	-	4,000	-
Canada Games venue rental	-	-	325,000
	<u>693,957</u>	<u>580,133</u>	<u>357,672</u>
<b>Expenditures</b>			
Advertising and donations	-	15,945	-
Amortization of tangible capital assets	-	273,062	63,453
Insurance	50,000	44,236	13,185
Interest and bank charges	2,400	1,226	-
Internet	14,640	22,293	-
Office	2,400	16,167	14,631
Professional fees	-	3,193	604
Property tax	9,000	-	-
Repairs and maintenance	51,660	91,855	57,258
Sewer	16,259	16,259	4,065
Supplies	12,000	53,713	17,148
Telephone	2,160	3,965	5,726
Utilities	192,000	220,363	31,018
Wages and levies	341,406	424,427	150,233
	<u>693,925</u>	<u>1,186,704</u>	<u>357,321</u>
<b>Operating surplus (deficit)</b>	<u>\$ 32</u>	<u>\$ (606,571)</u>	<u>\$ 351</u>

Notes 1 - 17 are an integral part of these consolidated financial statements

**TOWN OF NORTH RUSTICO**  
**Schedules to Consolidated Financial Statements**  
**Segment Disclosures**  
**Year Ended March 31, 2024**

(Schedule 9)

	General Government	Wellness Center	Sewer	Water	Fire	Elimination	Consolidated 2024
<b>Revenues</b>							
Property taxes	\$ 582,243	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 582,243
Donations and fundraising	2,541	-	-	-	28,357	-	30,898
Sewer and water dues	-	-	195,696	171,007	-	(32,130)	334,573
Fire dues	-	-	-	-	94,337	(45,669)	48,668
Miscellaneous	216,343	64,672	4,005	-	6,447	-	291,467
Government transfers for operations	13,069	11,854	-	-	-	-	24,923
Administration	20,000	-	-	-	-	(20,000)	-
Building permits and subdivision fees	3,407	-	-	-	-	-	3,407
Retail space	25,100	-	-	-	-	-	25,100
Memberships	-	65,036	-	-	-	-	65,036
Rentals	-	412,750	-	-	-	-	412,750
Canteen	-	25,821	-	-	-	-	25,821
	<b>862,703</b>	<b>580,133</b>	<b>199,701</b>	<b>171,007</b>	<b>129,141</b>	<b>(97,799)</b>	<b>1,844,886</b>
<b>Expenditures</b>							
Salaries and benefits	267,074	424,427	61,340	66,401	24,900	-	844,142
Goods and services	384,456	489,215	58,679	59,857	66,060	(97,799)	960,468
Amortization of tangible capital assets	174,965	273,062	55,630	31,198	-	-	534,855
Interest	256,680	-	29,623	7,804	-	-	294,107
	<b>1,083,175</b>	<b>1,186,704</b>	<b>205,272</b>	<b>165,260</b>	<b>90,960</b>	<b>(97,799)</b>	<b>2,633,572</b>
<b>Operating surplus (deficit)</b>	<b>(220,472)</b>	<b>(606,571)</b>	<b>(5,571)</b>	<b>5,747</b>	<b>38,181</b>	<b>-</b>	<b>(788,686)</b>
Government transfers for capital	234,881	-	297,643	-	-	-	532,524
Gain on disposal of tangible capital assets	-	-	-	-	28,500	-	28,500
<b>Annual surplus (deficit)</b>	<b>\$ 14,409</b>	<b>\$ (606,571)</b>	<b>\$ 292,072</b>	<b>\$ 5,747</b>	<b>\$ 66,681</b>	<b>\$ -</b>	<b>\$ (227,662)</b>

Notes 1 - 17 are an integral part of these consolidated financial statements



TOWN OF NORTH RUSTICO

Schedules to Consolidated Financial Statements  
Segment Disclosures  
Year Ended March 31, 2023

(Schedule 10)

	General Government	Wellness Centre	Sewer Utility	Water Utility	Fire Department	Elimination	Consolidated 2023
<b>Revenues</b>							
Property taxes	\$ 512,062	\$ -	\$ -	\$ -	\$ -	-	\$ 512,062
Donations	3,050	-	-	-	645,035	-	648,085
Sewer and water dues	-	-	181,816	161,140	-	(21,604)	321,352
Fire dues	-	-	-	-	94,319	(45,669)	48,650
Land sales - net	31,607	-	-	-	-	-	31,607
Government transfers for operations	14,120	8,500	-	-	-	-	22,620
Administration	20,000	-	-	-	-	(20,000)	-
Building permits and subdivision fees	11,258	-	-	-	-	-	11,258
Retail space	6,335	-	-	-	-	-	6,335
Miscellaneous	65,859	-	446	-	-	-	66,305
Rentals	-	349,172	-	-	-	-	349,172
	664,291	357,672	182,262	161,140	739,354	(87,273)	2,017,446
<b>Expenditures</b>							
Salaries and benefits	254,683	150,233	53,788	60,097	20,008	-	538,809
Goods and services	321,097	143,635	61,802	53,336	81,836	(87,273)	574,433
Amortization for tangible capital assets	160,481	63,453	52,540	29,781	-	-	306,255
Interest	65,091	-	30,519	8,894	-	-	104,504
	801,352	357,321	198,649	152,108	101,844	(87,273)	1,524,001
<b>Operating surplus (deficit)</b>	(137,061)	351	(16,387)	9,032	637,510	-	493,445
Government transfers for capital	2,944,495	-	245,849	-	-	-	3,190,344
Other revenues	4,700,471	-	-	-	-	-	4,700,471
Loss on disposal of tangible capital asset	(1,056)	-	-	-	-	-	(1,056)
<b>Annual surplus (deficit)</b>	\$ 7,506,849	\$ 351	\$ 229,462	\$ 9,032	\$ 637,510	\$ -	\$ 8,383,204

Notes 1 - 17 are an integral part of these consolidated financial statements  
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Quick summary of EWC current happenings:

## **SEPTEMBER, 2024**

### **Canteen:**

- Canteen temporary reopen September 27<sup>th</sup> (UPEI Panthers) – subject to NSMHA requirements
- 2 new hires will be required facilitate reopen – depending on what the Canteen operation will look like, interviews are now in progress.
- Canteen stock has been replenished somewhat – keeping the carry low until long term opening is finalised.
- 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 – need confirmation from CTA organisers on this.

### **Sponsor Signage:**

- **79 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).
- One design sent to Gemini for dressing room name fix to logo – still need the remainders explored.
- 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.
- 2 quotes for entry sign completed.

### **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

### **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
- 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 – Install date scheduled for Oct 2nd
- CMEL Review completed on Deficiencies – site visit complete, awaiting further instruction or communications
- Storage room above bleachers has De-hum issues – room swap for the exchange room will be delayed until this is actioned by EMC.
- Air handler moved back from Fire Station due to lack of room – it will need to stay at the EWC until it's installation.
- Snow Clearing Tender for season 2024/2025 has been refreshed and ready for adverting at the CAO's discretion

**TOWN OF NORTH RUSTICO**  
**CAO REPORT**  
**COUNCIL MEETING OCTOBER 7, 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 (recommended by Sewer and Water Board)
- 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
- Received draft from MNP on governance audit for Council Approval
- Preparing next quarter submission of 2023-2024 MCEG funding claim.
- Reviewed financial audit for 2023-2024 f/y with MRSB
- Working with Stantec and Planning Board on Official Plan and Bylaw Update
- Working with designer for trail map for greenspace 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
- Working with Jade on Remembrance Day and Christmas activities
- Attended meeting at Miltonvale Park for extreme weather events
- Attended meeting in Summerside through the Women's Coalition for communications training
- Working with FPEI on loan to cover outstanding liens and amounts owing and to complete capital

**CAPITAL PROJECTS**

- Lenny to get quotes for old water building and greenhouse
- Sewer Plant Upgrades Project 16.5.6 complete, awaiting
- 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.
- Funding approved for Boardwalk Renewal Project, Community fundraising ongoing, looking to begin project in late Fall. Working on RFP with CBCL.
- Received funding approval for \$84,000 for Fire Dept new equipment through Rural Growth Initiative
- Completed funding application for Canada Games Legacy Fund for Wellness Centre Kitchens

**Town of North Rustico Development Permits Sept 2024**

<b>PID</b>	<b>Address, Community</b>	<b>Application Type</b>	<b>Application Details</b>	<b>Nature of Decision</b>	<b>Appeal By Date</b>
<a href="#">1145739</a>	7350 Cavendish Road, NORTH RUSTICO	Development Permits	Prebuilt Personal Storage Shed (8' x 8')	Approved	10/16/24



# NORTH RUSTICO FIRE DEPARTMENT

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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: October 7<sup>th</sup>, 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 2  
MVA 2  
FIRE/smoke 0  
ALARM 1  
Mutual aid Fire 0

Total Calls: 5

### **WHAT'S NEW AROUND THE FIRE HALL**

We have been working on the new ice water trailer and bay6. Chase the ace is going well, 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.

### **CHASE THE ACE**

A reminder that the draw for Chase the ace is going well with an amazing jackpot is estimated at \$1,405,000 !!!

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**



Sewer & Water Utility Corporation Budget 2024-2025

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

EXPENSES	APRIL 2024 EST ACTUAL	MAY 2024 EST. ACTUAL	JUNE 2024 EST ACTUAL	JULY 2024 EST. ACTUAL	AUGUST 2024 EST. ACTUAL	2024-2025 YTD	2024/2025 Budget
WATER ADMINISTRATION	\$6,072.04	\$5,870.83	\$4,395.79	\$4,521.34	\$7,028.64	\$27,888.64	\$80,600.00
WATER PROFESSIONAL EXPENSES	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$13,337.50	\$39,200.00
WATER INFRASTRUCTURE	\$1,688.05	\$1,502.17	\$2,989.83	\$1,995.09	\$2,021.59	\$10,196.73	\$32,600.00
WATER REPAIR & MAINTENANCE	\$923.95	\$6,562.80	\$771.43	\$3,246.47	\$15,375.75	\$26,880.40	\$18,700.00
SEWER ADMINISTRATION	\$9,240.76	\$8,764.74	\$7,725.93	\$8,441.16	\$10,359.10	\$44,531.69	\$122,000.00
SEWER PROFESSIONAL EXPENSES	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$13,337.50	\$39,200.00
SEWER INFRASTRUCTURE	\$3,176.89	\$2,559.74	\$3,890.49	\$2,940.35	\$2,812.40	\$15,379.87	\$40,800.00
SEWER REPAIR & MAINTENANCE	\$580.53	\$21.54	\$22.35	\$53.83	\$0.00	\$678.25	\$19,200.00
<b>TOTAL EXPENSES</b>	<b>\$27,017.22</b>	<b>\$30,616.82</b>	<b>\$25,130.82</b>	<b>\$26,533.24</b>	<b>\$42,932.48</b>	<b>\$152,230.58</b>	<b>\$353,100.00</b>

<b>SURPLUS/DEFICIT</b>	<b>\$70,387.67</b>	<b>-\$30,516.82</b>	<b>-\$25,130.82</b>	<b>\$69,801.07</b>	<b>-\$42,932.48</b>	<b>\$41,608.62</b>	<b>\$13,100.00</b>
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NORTH RUSTICO SEWER & WATER

Other Accounting Information as at August 31st, 2024

RBC Bank Balance	270,084.45
Plus: Outstanding Deposits	1,438.99
Less: Outstanding Cheques	241,511.74
<b>Bank Balance per the Books</b>	<u>30,011.70</u>
PCU Bank Balance Operating Account	<u>127,752.87</u>
PCU Bank Balance Reserve Account	<u>48,386.68</u>
Outstanding Receivables	<u>25,148.37</u>
Outstanding Payables	<u>77,846.02</u>

**TOWN OF NORTH RUSTICO**

<b>REVENUE:</b>	<b>APRIL 2024 EST ACTUAL</b>	<b>MAY 2024 EST ACTUAL</b>	<b>JUNE 2024 EST. ACTUAL</b>	<b>JULY 2024 EST. ACTUAL</b>	<b>AUGUST EST. ACTUAL</b>	<b>2024-2025 YTD</b>	<b>2024/2025 Budget</b>
PROPERTY TAX ASSESSMENT	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 275,357.75	\$ 627,408.00
RETAIL SPACE	\$ 2,500.00	\$ 1,000.00	\$ 1,030.00	\$ 1,030.00	\$ 1,030.00	\$ 6,590.00	\$ 30,000.00
SPECIAL EVENTS *Music In The Park Reserve	\$ 5,000.00	\$ 150.00	\$ 510.00	\$ 2,645.75	\$ 1,131.00	\$ 9,436.75	\$ 12,500.00
OTHER GRANTS (Planning)	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 4,412.25	\$ 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	\$ 14,690.45	\$ 39,690.45	\$ 150,000.00
DEVELOPMENT PERMITS	\$ 614.67	\$ 1,528.60	\$ -	\$ 130.00	\$ 30.00	\$ 2,303.27	\$ 6,000.00
SALE OF TOWN PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER /DOG TAGS/MISC	\$ -	\$ -	\$ 200.00	\$ -	\$ 100.00	\$ 300.00	\$ 500.00
SEWER & WATER ADMIN FEE & WAGES	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ 10,000.00	\$ 24,000.00
STREETLIGHTS/STONES DONATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
<b>TOTAL REVENUE</b>	<b>\$ 96,278.49</b>	<b>\$ 96,730.15</b>	<b>\$ 60,744.00</b>	<b>\$ 76,854.75</b>	<b>\$ 72,935.45</b>	<b>\$ 402,470.29</b>	<b>\$ 1,006,908.00</b>

<b>EXPENSES:</b>	<b>APRIL 2024 EST ACTUAL</b>	<b>MAY 2024 EST ACTUAL</b>	<b>JUNE 2024 EST. ACTUAL</b>	<b>JULY 2024 EST. ACTUAL</b>	<b>AUGUST EST. ACTUAL</b>	<b>2024-2025 YTD - Q1</b>	<b>2024/2025 Budget</b>
ADMINISTRATION	\$ 12,924.70	\$ 27,751.83	\$ 19,438.80	\$ 25,964.93	\$ 21,422.66	\$ 107,502.92	\$ 315,400.00
ADVERTISING & NEWSLETTER & PROMOTION	\$ -	\$ 194.81	\$ 91.08	\$ 89.17	\$ 86.13	\$ 461.19	\$ 2,500.00
ARENA LOAN & INTEREST	\$ 21,506.90	\$ 20,813.13	\$ 21,506.90	\$ 20,207.82	\$ 20,598.94	\$ 104,633.69	\$ 297,000.00
INFRASTRUCTURE	\$ 7,679.61	\$ 3,890.88	\$ 5,876.09	\$ 6,938.76	\$ 3,578.00	\$ 27,963.34	\$ 54,050.00
FIRE PROTECTION	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 19,028.75	\$ 54,590.00
OFFICE & BUILDING	\$ 2,373.46	\$ 1,529.68	\$ 4,536.62	\$ 1,737.68	\$ 1,613.64	\$ 11,791.08	\$ 35,300.00
PROFESSIONAL SERVICES	\$ 1,678.78	\$ 4,759.45	\$ 4,974.42	\$ 16,639.68	\$ 2,031.49	\$ 30,083.82	\$ 78,500.00
RENTAL PROPERTIES	\$ 613.37	\$ 563.24	\$ 1,440.78	\$ 408.25	\$ 1,179.27	\$ 4,204.91	\$ 6,800.00
SPECIAL EVENTS	\$ 1,336.90	\$ 24,508.49	\$ 3,299.12	\$ 29,357.50	\$ 2,548.93	\$ 61,050.94	\$ 62,250.00
TRANSFER TO WELLNESS OPERATING			\$ -	\$ -			\$ 100,000.00
<b>TOTAL EXPENSES</b>	<b>\$ 51,919.47</b>	<b>\$ 87,817.26</b>	<b>\$ 64,969.56</b>	<b>\$ 105,149.54</b>	<b>\$ 56,864.81</b>	<b>\$ 366,720.64</b>	<b>\$ 1,006,390.00</b>
<b>SURPLUS / DEFICIT:</b>	<b>\$ 44,359.02</b>	<b>\$ 8,912.89</b>	<b>-\$ 4,225.56</b>	<b>-\$ 28,294.79</b>	<b>\$ 16,070.64</b>	<b>\$ 35,749.65</b>	<b>\$ 518.00</b>

Wellness Centre Budget 2024-2025

**FOR FISCAL YEAR 2024- 2025**

REVENUE	APRIL EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	2024/2025 YTD - Q1	2024-2025 BUDGET
Ice Rental	\$29,146.11	\$24,801.46	\$22,263.92	\$47,268.62	\$6,304.34	\$129,784.45	\$450,500.00
Room Rental	\$3,555.37	\$4,741.67	\$4,136.34	\$3,320.42	\$3,184.17	\$18,937.97	\$58,000.00
Fitness Centre	\$5,353.80	\$6,461.24	\$6,358.70	\$7,443.85	\$8,096.36	\$33,713.95	\$88,000.00
Food Service	\$4,861.39	\$2,913.71	\$260.16	\$33.25	\$31.75	\$8,100.26	\$61,000.00
Other Programs & Services	\$30.00	\$36.00	\$12.00	\$0.00	\$0.00	\$78.00	\$1,000.00
Fundraising/Donations/Sponsors	\$755.75	\$0.00	\$1,200.00	\$1,000.00	\$0.00	\$2,955.75	\$44,000.00
Town Operating Grant		\$0.00	\$0.00	\$0.00	\$0.00		\$100,000.00
Government Grants	\$0.00	\$0.00	\$0.00	\$4,101.12	\$0.00	\$4,101.12	\$12,500.00
	<b>\$43,702.42</b>	<b>\$38,954.08</b>	<b>\$34,231.12</b>	<b>\$63,167.26</b>	<b>\$17,616.62</b>	<b>\$197,671.50</b>	<b>\$815,000.00</b>

EXPENSES	APRIL 2024 EST	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	2024/2025 YTD	2024-2025BUDGET
Food Service	\$3,559.76	\$138.60	\$0.00	\$55.96	\$0.00	\$3,754.32	\$50,000.00
Administration	\$13,440.68	\$34,695.75	\$20,266.70	\$28,931.77	\$25,588.02	\$122,922.92	\$385,950.00
Infrastructure & Maintenance	\$31,915.05	\$30,102.01	\$27,462.03	\$27,014.85	\$28,275.01	\$144,768.95	\$367,900.00
Programs Events & Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
	<b>\$48,915.49</b>	<b>\$64,936.36</b>	<b>\$47,728.73</b>	<b>\$56,002.58</b>	<b>\$53,863.03</b>	<b>\$271,446.19</b>	<b>\$805,350.00</b>

<b>SURPLUS/DEFICIT</b>	<b>(\$5,213.07)</b>	<b>(\$25,982.28)</b>	<b>(\$13,497.61)</b>	<b>\$7,164.68</b>	<b>(\$36,246.41)</b>	<b>(\$73,774.69)</b>	<b>\$9,650.00</b>
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Fire Dept Budget 2024-2025

REVENUE:	APRIL EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST 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	\$ 3,805.75	\$ 19,028.75	\$ 54,590.00
FIRE DISTRICT FIRE DUES	\$ 2,540.00	\$ 2,540.00	\$ 2,540.00	\$ 3,567.24	\$ 2,602.00	\$ 13,789.24	\$ 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	\$ -	\$ 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
<b>TOTAL REVENUE</b>	<b>\$ 6,600.75</b>	<b>\$ 6,425.99</b>	<b>\$ 13,251.81</b>	<b>\$ 37,872.99</b>	<b>\$ 6,407.75</b>	<b>\$ 70,559.29</b>	<b>\$ 121,919.37</b>

EXPENSES:	APRIL 2024 EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	2024/2025 YTD Q1	2024/25 Budget
FIRE HALL EXPENSES	\$ 280.38	\$ 394.85	\$ 168.68	\$ 190.26	\$ 190.94	\$ 1,225.11	\$ 9,200.00
PERSONNEL	\$ 155.21	\$ 1,990.75	\$ 3,573.50	\$ 70.24	\$ 1,169.77	\$ 6,959.47	\$ 60,000.00
FUNDRAISING EXPENSES	\$ 255.00	\$ 80.24	\$ 604.40	\$ -	\$ -	\$ 939.64	\$ 15,000.00
EQUIPMENT	\$ 647.32	\$ -	\$ 230.87	\$ -	\$ 25.58	\$ 903.77	\$ 5,450.00
OFFICE & COMMUNICATIONS	\$ 1,388.47	\$ 651.28	\$ 859.34	\$ 840.11	\$ 751.76	\$ 4,490.96	\$ 10,900.00
VEHICLES	\$ 459.77	\$ 98.96	\$ 897.71	\$ 1,117.99	\$ 461.73	\$ 3,036.16	\$ 21,350.00
MISCELLANEOUS			\$ -	\$ -	\$ -		
<b>TOTAL EXPENSES</b>	<b>\$ 3,186.15</b>	<b>\$ 3,216.08</b>	<b>\$ 6,334.50</b>	<b>\$ 2,218.60</b>	<b>\$ 2,599.78</b>	<b>\$ 17,555.11</b>	<b>\$ 121,900.00</b>

<b>SURPLUS / DEFICIT:</b>	<b>\$ 3,414.60</b>	<b>\$ 3,209.91</b>	<b>\$ 6,917.31</b>	<b>\$ 35,654.39</b>	<b>\$ 3,807.97</b>	<b>\$ 53,004.18</b>	<b>\$ 19.37</b>
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NORTH RUSTICO FIRE DEPARTMENT  
Other Accounting Information as at August 31st, 2024

RBC Bank Balance	66,198.10
Plus: Outstanding Deposits	-
Less: Outstanding Cheques	7,055.37
<b>Bank Balance per the Books</b>	<u>59,142.73</u>
<b>PCU Bank Balance Operating Account</b>	<u>60,595.59</u>
<b>PCU Bank Balance Truck Account</b>	<u>253,419.38</u>
<b>PCU Bank Balance Capital Account</b>	<u>1,509.64</u>
Outstanding Receivables	-
Outstanding Payables	
Due to Town	

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

<b>Date:</b> Wednesday Aug 28, 2024	<b>Request No:</b> 2024-09-037 <i>(Office Use Only)</i>
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<b>Person:</b> Stephanie Moase	<b>Representing:</b> 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](http://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	Disadvantages
Additional advertising for meetings and events	

<b>Required Resources:</b>	Location has been determined as the end of Line Rd.
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<b>Staff Comments</b>	
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<b>CAO's Review / Comments</b>	
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# SYNERGY SCREENS



# SYNERGY SCREENS



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 SMATH	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 bylaws. 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"> <li>-Economic Boost for North Rustico</li> <li>-Increased Tourism Revenue</li> <li>-Enhanced Clarity for location/4 Hilltop Ave</li> </ul>	

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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**Town of North Rustico – Request for Decision**  
**Residential Property Signage Request**

**Date:** To go before Town Council on Oct 7<sup>th</sup>, 2024

**Topic:** Resident requesting permit for signage on residential property

**Proposal Summary and Background:**

A complaint was received by the Town regarding a large sign on a residential property. Upon review of the sign by the Bylaw Officer it was recognized that no permit had been issued and the sign was the size as allowed for a commercial property. Staff had provided information on max size for a commercial sign but was not aware that it was being placed on a residential property at the time.

**Benefits:**

- The resident will have the benefit of advertising for short term rentals

**Disadvantages:**

- The bylaw does not allow commercial signage on a residential property. Other residents feel this type of signage is improper for a residence.

**Discussion and Comments:**

The Planning Board reviewed Town of North Rustico Zoning and Subdivision Control (Development) Bylaw section 6 Signage. It is quite extensive regarding commercial signage, section 6.5 (Signs permitted in all zones) is the only area that addresses residential property signage. Planning Board agreed that since the residential property is being rented as a short term rental and this sign is meant to advertise it as such, it would fall under 6.5 (1)(c) real estate Signs, placed on the Lot, which advertise the sale, rental or lease of the Lot or Building, (allowed to be) not more than 0.93sq metres (10sqft). It was recommended by Planning Board that Council require the removal of the current sign (32 sqft) and only allow max 0.93sq metres (10sqft). The resident suggests the sign may fall under 6.5 (1)(n) flags and buntings exhibited to temporarily commemorate national or civic holidays and temporary banners announcing charitable events, civic events or grand openings. In this case the sign would only be temporary and as per 6.2 (3) No temporary sign permit shall be effective for a period of more than 30 days.

**Options:**

1. Review Planning Board Recommendation and require removal of current sign.
2. Allow current sign with a permit
3. Refer the matter back to staff or the Planning Board.
4. Request changes to the bylaw

**Recommendation:**

That Town Council consider and adopt the recommendation of the Planning Board

**Town of North Rustico Council  
REQUEST FOR DECISION**

**Topic: Approval of Bylaw 2024-01 North Rustico Sewer and Water Utility Corporation  
Bylaw**

<b>Date:</b> Oct 1, 2024	<b>Request No: 2024-010-044</b> <i>(Office Use Only)</i>
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<b>Person:</b> Councillor David LeClair	<b>Representing:</b> North Rustico Sewer and Water Board
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<p><b>Background</b> Section 183.(2)(3) of the <i>Municipal Government Act</i> , provides that a municipality that provides a public utility shall, by bylaw, authorize the construction, management maintenance and operation of the public utility in accordance with the Water and Sewerage Act. This Bylaw is an update to the current Bylaw, providing accuracy in the naming and a schedule A for Remuneration of Board members. The bylaw was recommended for approval by the Sewer and Water Board at the Sept meeting</p>
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<p><b>Request:</b> That Council review and provide readings and approvals for the updated North Rustico Sewer and Water Utility Corporation Bylaw #2024-01</p>
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<b>Advantages</b>	<b>Disadvantages</b>
To ensure bylaw has accurate name and provides schedules that it refers to	

<b>Required Resources:</b>	
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<b>Staff Comments</b>	
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<b>CAO's Review / Comments</b>	
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**Town of North Rustico**  
**North Rustico Sewer and Water Utility Corporation Bylaw**  
**Bylaw # 2024-01**

**BE IT ENACTED** by the Council of the Town of North Rustico as follows:

**1. Title**

- 1.1. This bylaw shall be known and cited as the “Sewer and Water Utility Corporation Bylaw”.

**2. Authority**

- 2.1. Clause 180(b) of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., enables Council to establish a bylaw to provide municipal public utility services.
- 2.2. Pursuant to subsection 183(1) of the *Municipal Government Act*, this public utility will be established as a controlled corporation.

**3. Application**

- 3.1. This Bylaw applies to Council, all members of the Board of Directors of the Corporation, and customers of the public utility.

**4. Definitions**

- 4.1. “Act” means the *Municipal Government Act*.
- 4.2. “Chief Administrative Officer” or “CAO” means the administrative head of the Municipality as appointed by Council under clause 86(2)(c) of the *Act*.
- 4.3. “Commission” means the Island Regulatory and Appeals Commission established under the *Island Regulatory and Appeals Commission Act* R.S.P.E.I. 1988, Cap. I-11.
- 4.4. “Controlled Corporation” means a controlled corporation as defined in the *Act*.
- 4.5. “Corporation” means the Water and Sewer corporation established herein.
- 4.6. “Council” means the mayor and other members of the Council of the Municipality.
- 4.7. “Customer” means a property, person, firm or corporation who or which requests, or is supplied with, water and sewer service at a specific location or locations.
- 4.8. “Municipality” means the Town of North Rustico.
- 4.9. “Public Utility” means a public utility as defined in the *Water and Sewerage Act* R.S.P.E.I. 1988, Cap. W-2.
- 4.10. “Quorum” is a majority of the members of the Board of Directors and must include either the chair or vice-chair.

## 5. Corporation Established

- 5.1. Under the authority of subsection 183(1) and pursuant to clause 183(3)(a) of the *Act*, the Council of the Town of North Rustico establishes the Water and Sewer Corporation.
- 5.2. Pursuant to clause 183(3)(a) of the *Act*, Council shall specify the composition and functions of the controlled corporation.

## 6. Corporation Administration

- 6.1. Pursuant to subsection 2(1) of the *Water and Sewerage Act*, the Commission has and shall exercise general supervision and control over the Town of North Rustico Water and Sewer Corporation.
- 6.2. The affairs of the Corporation shall be managed, in accordance with this bylaw and other applicable Acts and regulations, by the Board of Directors.
- 6.3. The Board of Directors shall be composed of:
  - (a) a chair who shall be a member of Council;
  - (b) a vice-chair who shall be member of Council;
  - (c) not less than two other members;
  - (d) a majority of members who shall be members of Council;
  - (e) only residents of the municipality are eligible to serve on the Board.
- 6.4. The Board of Directors shall be appointed in accordance with the municipality's Procedural Bylaw.
- 6.5. Remuneration to non-Council members of the Board is established by Council and appears in Schedule 'A' of this bylaw.
- 6.6. An employee of the corporation is considered a municipal employee.
- 6.7. Pursuant to clause 93(1)(d) of the *Act*, the Chief Administrative Officer is responsible for hiring, directing, managing and supervising the employees of the municipality.
- 6.8. Pursuant to clause 93(1)(d1) of the *Act*, the Chief Administrative Officer is responsible for contracting, directing, managing and supervising the activities of all contractors hired or persons or firms retained by the municipality to work on behalf of council.

## 7. Meeting Procedures

- 7.1. A quorum is required at all time for Board of Directors meetings.
- 7.2. The Chair, or in their absence the vice-chair, shall preside over meetings of the Board of Directors.
- 7.3. The CAO or designate must be attendance at all Board meetings to ensure minutes are recorded.
- 7.4. The Chair of the Board of Directors shall only vote in the event of a tie vote among other Board members.

- 7.5. Decisions of the Board of Directors shall be determined by majority vote.
- 7.6. Meetings notice shall be as outlined in the municipality's Procedural Bylaw.

## **8. Functions of the Corporation**

- 8.1. Constructing, altering, extending, managing and controlling a system for providing the service of water and sewerage.
- 8.2. Acquiring, alienating, holding and disposing of real or personal property with Council approval.
- 8.3. Financing, with the approval of Council, any of its undertakings.
- 8.4. Collecting rates and charges for services provided to any customer.
- 8.5. Recommending rates and charges to Council to cover the costs of providing services.
- 8.6. With the prior approval of Council provide for service outside the municipality boundaries provided the complete cost of providing this service is borne by the party or parties requiring this service.

## **9. Additional Responsibilities**

- 9.1. The Corporation shall conduct its affairs in accordance with generally accepted public utility practices.
- 9.2. The Corporation shall maintain safe and adequate service and facilities for services as changing conditions require.
- 9.3. The Board of Directors is responsible for providing the necessary strategic direction and the required oversight to fulfill the established functions of the Corporation.
- 9.4. For the efficient administration of municipal business, the Corporation and the Municipality shall cooperate in the provision of municipal services.

## **10. Rates, Charges and Interest**

- 10.1. Pursuant to subsection 184(1) of the *Act*, Council shall by bylaw levy rates and/or frontage charges in respect of real property for the services of the public utility that are sufficient to cover the costs of providing the services of the public utility following approval of the Commission in accordance with the *Water and Sewerage Act*.
- 10.2. All overdue and unpaid rates and frontage charges bear interest from the due date at the rate prescribed in the Commission's Regulations.

## **11. Liens**

- 11.1. Pursuant to the Commission's regulations, rates or frontage charges that are overdue and unpaid, and any interest accrued, constitute a lien on the real property on which they are levied until payment in full is made.

- 11.2. Pursuant to the Commission's regulations, the lien referred to in 11.1 of this bylaw, has priority over every claim, privilege or encumbrance against the property of every person, except the Crown, and may be enforced on application to the Supreme Court for an order for the sale of the property.

## **12. Financial**

- 12.1. As per clause 183(3)(b) of the *Act*, the Corporation shall maintain its accounts separate from the accounts of the municipality.
- 12.2. Pursuant to clause 183(3)(b) of the *Act*, the Corporation shall prepare an annual financial statement to be submitted to Council.
- 12.3. In accordance with clause 183(3)(c) of the *Act*, the Corporation shall prepare annually a financial plan to be submitted to Council which contains at a minimum:
  - (a) an operating budget that includes estimates of revenues and expenditures,
  - (b) a capital budget; and
  - (c) a five-year capital expenditure program that includes an asset management program.
- 12.4. The fiscal year of the corporation shall be from 1 April to 31 March.
- 12.5. In accordance with section 12 of the *Water and Sewerage Act*, the public utility is required to keep and render its books, accounts, records and papers accurately and faithfully in the manner and form prescribed by the Commission and comply with all direction of the Commission relating to the books, accounts, papers and records.
- 12.6. If the Minister requires an inspection of the Corporation pursuant to subsection 216(1) of the *Act*, the Corporation shall produce all records of the Corporation for examination and inspection.

## **13. Complaints**

- 13.1. In accordance with subsection 184(4) of the *Act*, a complaint in respect of the terms and standards of service, rates, charges or schedules or any combination of them, of the public utility, is subject to appeal to the Commission under the *Water and Sewerage Act* in accordance with that Act.

## **14. Repeal of Existing Bylaw**

- 14.1. On adoption, this bylaw replaces Community of North Rustico Sewer and Water Utility Bylaw 2022-03 and all amendments heretofore.

**15. Effective Date**

15.1. This “North Rustico Sewer and Water Utility Corporation Bylaw, Bylaw # 2024-01, shall be effective on the date of approval and adoption below.

**First Reading:**

This Sewer and Water Utility Corporation Bylaw, Bylaw# 2024-01, was read a first time at the Council meeting held on the xx<sup>th</sup> day of October 2024.

This Sewer and Water Utility Corporation Bylaw, Bylaw# 2024-01, was approved by a majority of Council members present at the Council meeting held on the xx<sup>th</sup> day of October 2024.

**Second Reading:**

This Sewer and Water Utility Corporation Bylaw, Bylaw# 2024-01, was read a second time at the Council meeting held on the xx<sup>th</sup> day of November 2024.

This Sewer and Water Utility Corporation Bylaw, Bylaw# 2024-01, was approved by a majority of Council members present at the Council meeting held on the xx<sup>th</sup> day of November 2024.

**Approval and Adoption by Council:**

This Sewer and Water Utility Corporation Bylaw, Bylaw# 2024-01, was adopted by a majority of Council members present at the Council meeting held on the xx<sup>th</sup> day of November 2024.

**Signatures**

\_\_\_\_\_  
Heather McKenna, Mayor

\_\_\_\_\_  
Stephanie Moase, Chief Administrative Officer

This Sewer and Water Utility Corporation Bylaw adopted by the Council of the Town of North Rustico on November xx<sup>th</sup>, 2024 is certified to be a true copy.

\_\_\_\_\_  
**Chief Administrative Officer Signature**

\_\_\_\_\_  
**Date**

**Schedule 'A' –**

As per section 6.5, a remuneration shall be paid to all Council appointed Board members, excluding members of Council, in the amount of Five Hundred (\$500) dollars, in December of each year.

Such Remuneration shall be pro-rated based on number of months served.

DRAFT

**Town of North Rustico Council  
REQUEST FOR DECISION  
Topic: Appointment of Development Officers**

<b>Date:</b> Oct 1, 2024	<b>Request No: 2024-010-045</b> <i>(Office Use Only)</i>
-----------------------------	---

<b>Person:</b> Donna Coll	<b>Representing:</b> Planning Board
------------------------------	--

**Background**  
Our Development Officer Derek French has expanded his office to include new planners that he is training to take over his multiple municipalities. To remain efficient as Derek reduces his hours, it was suggested to appoint additional Development Officers from his office that may sign permits. Planning board recommended to appoint additional development officers at their Sept meeting.

**Request:**  
That Council appoint Josh Beaton and Joel Legault in addition to Derek French as Development Officers for the town of North Rustico.

<b>Advantages</b>	<b>Disadvantages</b>
Will ensure efficiency in providing permits to residents	

<b>Required Resources:</b>	
----------------------------	--

<b>Staff Comments</b>	
-----------------------	--

<b>CAO's Review / Comments</b>	
--------------------------------	--

**Town of North Rustico Council  
REQUEST FOR DECISION**

**Topic: Approval of App 1725 Addition to Medical Centre 7379 Cavendish Rd**

<b>Date:</b> Oct 1, 2024	<b>Request No: 2024-010-046</b> <i>(Office Use Only)</i>
-----------------------------	---

<b>Person:</b> Donna Coll	<b>Representing:</b> Planning Board
------------------------------	--

<b>Background</b> The Town received an application for an addition to the medical centre building. The application was recommended for approval by the Development Officer with conditions. Planning Board reviewed and recommended approval at their meeting on Sept 19 2024.
---

<b>Request:</b> That Council approve Commercial Application 1725 Addition to Medical Centre at PID 1174796, 7379 Cavendish Rd with conditions as stated by Derek French.
---

<b>Advantages</b>	<b>Disadvantages</b>
-------------------	----------------------

<b>Required Resources:</b>	
----------------------------	--

<b>Staff Comments</b>	
-----------------------	--

<b>CAO's Review / Comments</b>	
--------------------------------	--

# RUSTICO MEDICAL HOME

## 7379 CAVENDISH RD

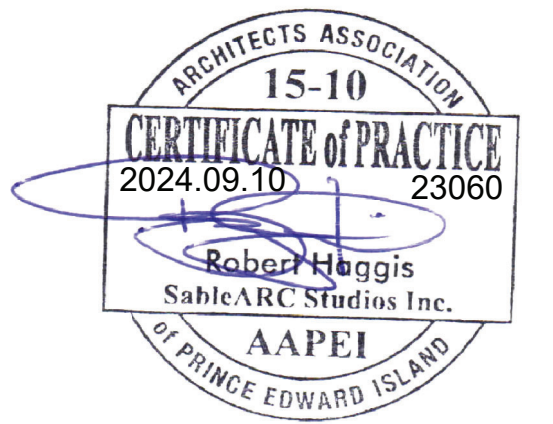
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#	DESCRIPTION	DATE
2	ISSUED FOR TENDER	2024.09.10
1	ISSUED FOR 99% CD	2024.07.26



SEALS:



### RUSTICO MEDICAL HOME

7379 Cavendish Road,  
Route 6, North Rustico, PE

CLIENT: ATLANTIC MEDICAL CENTRES

PHASE: CD

ISSUE DATE: 2024.07.26

PROJECT #: 23060

SCALE:

DRAWN BY: NQ/AIS

CHECKED BY:

DRAWING TITLE:

### COVER PAGE

NORTH ARROW:

DRAWING NO:

# A0.00

CIVIL	
C100	OVERALL SITE PLAN
C200	STANDARD DETAILS
STRUCTURAL	
S100	FOUNDATION PLAN, SECTION & DETAILS
S101	FOUNDATION SECTION & DETAILS
S200	ROOF FRAMING PLAN, SECTIONS & DETAILS
ARCHITECTURAL	
A0.01	INDEX SHEET
A0.02	ACCESSIBILITY DIAGRAMS
A0.03	ACCESSIBILITY & LIFE SAFETY PLAN
A0.04	DOOR & WINDOW SCHEDULES
A0.05	ARCHITECTURAL SITE PLAN

A2.00	DEMOLITION PLANS & ELEVATIONS
A2.01	NEW CONSTRUCTION PLANS
A2.03	ROOF PLAN
A3.01	REFLECTED CEILING PLAN
A4.00	EXTERIOR ELEVATIONS
A4.02	3D VIEWS
A5.01	BUILDING SECTIONS
A6.01	SECTION DETAILS
A8.00	FINISHES SCHEDULE
A8.01	FINISHES LIST
A8.10	FINISH FLOOR PLANS
A8.11	ENLARGED WASHROOM PLANS & ELEVATIONS
A8.12	ENLARGED EXAM ROOM PLANS & ELEVATIONS
A8.20	FURNITURE & EQUIPMENT PLAN
A9.00	MILLWORK ELEVATIONS & SECTIONS

MECHANICAL	
M001	MECHANICAL SCHEDULES, DETAILS, LEGEND
M101	HVAC PLAN
PLUMBING	
P0.01	PLUMBING SCHEDULE, LEGEND & SPECIFICATIONS
P101	PLUMBING PLAN
ELECTRICAL	
E001	SITE PLAN, DETAILS & LEGEND
E002	DEMO PLAN
E003	BASEMENT FLOOR PLAN & DETAILS

NOT FOR CONSTRUCTION



- GENERAL NOTES:**
- CONTRACTOR TO VERIFY LOCATION AND INVERT OF EXISTING SERVICES (BY OTHERS) PRIOR TO CONSTRUCTION. ALL DAMAGE TO EXISTING INFRASTRUCTURE IS THE RESPONSIBILITY OF THE CONTRACTOR.
  - IT IS THE CONTRACTOR'S RESPONSIBILITY TO CONTACT ALL UTILITY COMPANIES AND HAVE THEM LOCATE ALL EXISTING UNDERGROUND INFRASTRUCTURE PRIOR TO START OF CONSTRUCTION. CONTRACTOR TO EXPOSE AND WORK AROUND ALL EXISTING INFRASTRUCTURE WITHIN AREAS TO BE EXCAVATED.
  - FIELD WORK FOR TOPOGRAPHICAL SURVEY WAS COMPLETED BY SANDSTONE SURVEYS, 2024.
  - ALL AREAS DISTURBED DURING CONSTRUCTION ARE TO BE REINSTATED TO THE ORIGINAL CONDITION TO THE APPROVAL OF THE ENGINEER. ALL COSTS FOR REINSTATEMENT ARE THE RESPONSIBILITY OF THE CONTRACTOR.
  - MEASUREMENTS ARE IN METERS. EXISTING ELEVATIONS ARE SHOWN IN METERS.
  - NEW TOPSOIL AND SEEDING AREAS TO HAVE A MINIMUM OF 100mm OF TOPSOIL. SEED MIXTURE TO BE 50% KENTUCKY BLUEGRASS, 40% CREEPING RED FESCUE AND 10% PERENNIAL RYE.
  - ASPHALT PARKING LOT AND ROADWAY CONSTRUCTION AND TESTING TO BE IN ACCORDANCE TO THE 2023 PEI DOT GENERAL PROVISIONS AND CONTRACT SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
  - CONTRACTOR TO ENSURE FINISHED GRADES PROVIDE CONSISTENT POSITIVE SLOPE FOR DRAINAGE OF STORMWATER.
  - ALL WORK IN WATERCOURSE OR BUFFER ZONES TO FOLLOW THE PRINCE EDWARD ISLAND WATERCOURSE, WETLAND AND BUFFER ZONE ACTIVITY GUIDELINES, LATEST EDITION.
  - MINIMUM COVER TO TOP OF WATERMAIN IS 1.8m BELOW FINISHED GRADE UNLESS NOTED OTHERWISE.
  - INSTALL WATERMAIN WITHOUT REVERSE GRADES OR ISOLATED HIGH POINTS.
  - INSULATION AS PER DETAIL TO BE PLACED ON ALL WATER SERVICES WITH DEPTH OF COVER LESS THAN 1.8 METERS. 25mm H=60 INSULATION FOR EVERY 300mm LESS THAN 1.8 METERS.
  - CONTRACTOR IS RESPONSIBLE FOR PAINTING OF ALL PARKING LINES, STOP BARS AND DIRECTIONAL ARROWS.

**LEGEND:**

NEW ASPHALT	
STRAWBALE CHECKDAM	
RIP-RAP CHECKDAM	
SHOULDER	
EDGE OF PAVEMENT	
NEW MH	
EX. MH	
NEW CB	
DITCH	
EXISTING PROPERTY	
NEW SAN. MAIN	
EX. SAN. MAIN	
NEW SAN. SERVICE	
EX. SAN. SERVICE	
EXISTING SPOT ELEVATION	
NEW SPOT ELEVATION	
POWER POLE	
LIGHT POLE	
SURVEY MARKER FOUND	
EXISTING CONTOUR	
NEW HYDBANT.	
NEW VALVE	
EX. VALVE	
NEW STORM	
EX. STORM	
NEW WATERMAIN	
EX. WATERMAIN	
NEW WATER SERVICE	

3			
2			
1			
C.M.	ISSUED FOR TENDER		08/14/24
No.	By	Description	Date
R E V I S I O N S			

Consultant

**SCL Engineering (2005) Inc.**  
 Consulting Engineers & Project Managers  
 16 Great George Street, Landing Place  
 P.O. Box 731, Charlottetown, P.E.I. C1A 7L3  
 Phone: (902) 628-8620, Fax: (902) 892-8620

Engineer's Seal

Project Title

**RUSTICO MEDICAL HOME  
 NORTH RUSTICO, PEI**

Drawing Title

**OVERALL SITE PLAN**

Project No. 224023	Date JUNE, 2024
Checked C.M.	Scale 1:400
Drawn K.K.	File Name

This drawing is the property of SCL Engineering Inc and shall not be used on other projects or extensions to this project, or as shop drawings, except in writing from the Engineer.

Sheet **C1**  
 Rev No. 0

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#	DESCRIPTION	DATE

CONSULTANT:

**SCL Engineering (2005) Inc.**  
Consulting Engineers & Project Managers  
16 Great George Street, Landing Place  
P.O. Box 731, Charlottetown, P.E.I. C1A 1L3  
Phone: (902) 628-8620

All measurements must be checked on site prior to construction or fabrication. This drawing is the property of SCL Engineering (2005) Inc. and shall not be used on other projects or extensions to this project except by agreement in writing from the Engineer. This drawing is not to be used for construction unless stamped by the Engineer.

SEALS:

REGISTERED PROFESSIONAL ENGINEER  
Sheldon L. Tweel  
No. 333  
8/29/24  
Structural Design Only

**RUSTICO MEDICAL HOME**

7379 Cavendish Road  
Route 6, North Rustico, PE

CLIENT: ATLANTIC MEDICAL CENTRES

PHASE:

ISSUE DATE: AUGUST 29, 2024

PROJECT #: 23060

SCALE: AS NOTED

DRAWN BY: Brian J McLellan CET

CHECKED BY: Sheldon L Tweel P.Eng.

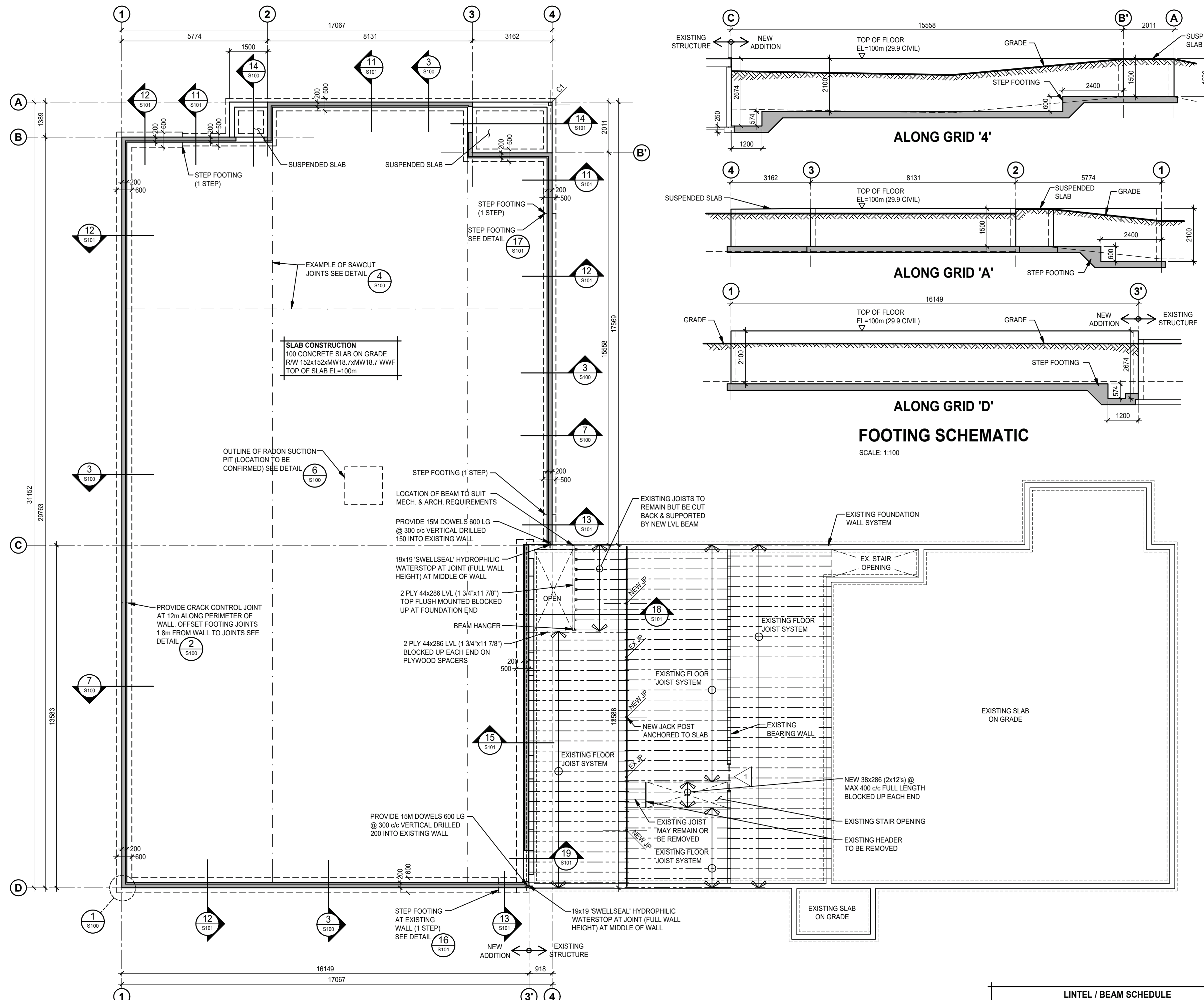
DRAWING TITLE:

**FOUNDATION PLAN, SECTIONS & DETAILS**

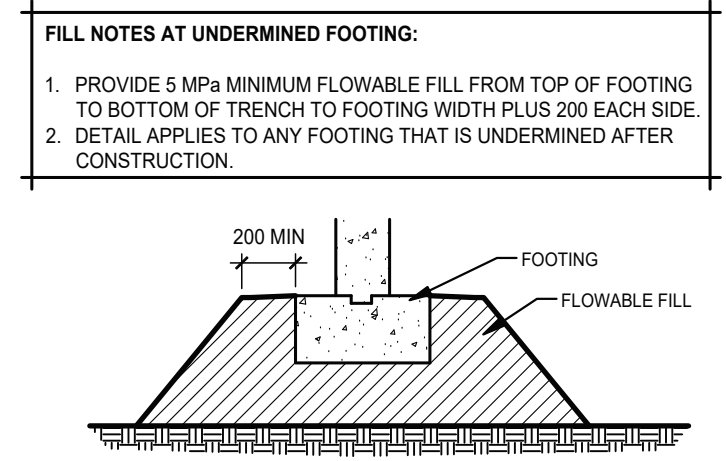
NORTH ARROW:

DRAWING NO:

**S100**



- GENERAL NOTES:**
- ALL STRUCTURAL DESIGN AND CONSTRUCTION TO BE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE - 2020 AND ALL ASSOCIATED DOCUMENTS.
  - ALL DIMENSIONAL AND ELEVATIONAL REQUIREMENTS ARE TO BE CONFIRMED IN CONJUNCTION WITH ARCHITECTURAL DRAWINGS AND ON-SITE CONDITIONS. ARCHITECTURAL REQUIREMENTS MAY SUPERCEDE ELEVATIONAL AND DIMENSIONAL DETAILS OF THE STRUCTURAL DRAWINGS.
  - THIS SET OF DRAWINGS SHOWS THE COMPLETED PROJECT. IT DOES NOT INCLUDE COMPONENTS THAT MAY BE NECESSARY FOR CONSTRUCTION SAFETY. THE CONTRACTOR IS RESPONSIBLE FOR SAFETY IN AND ABOUT THE JOB SITE DURING CONSTRUCTION, AND FOR THE DESIGN AND ERECTION OF ALL TEMPORARY STRUCTURES, SUCH AS FORMWORK, FALSE WORK AND SHORING, REQUIRED TO COMPLETE THE WORK.
  - THE GENERAL CONTRACTOR SHALL REVIEW ALL THE DRAWINGS AND CHECK DIMENSIONS BEFORE CONSTRUCTION. REPORT DISCREPANCIES BETWEEN STRUCTURAL DRAWINGS AND DRAWINGS OF OTHER DISCIPLINES FOR CLARIFICATION.
  - DO NOT CUT OR DRILL ANY OPENINGS IN STRUCTURAL MEMBERS WITHOUT WRITTEN PERMISSION FROM SCL ENGINEERING (2005) INC.
- SITE REVIEW RESPONSIBILITIES:**
- THE CONSULTANT WILL PROVIDE GENERAL REVIEW OF CONSTRUCTION IN ACCORDANCE WITH THE PERFORMANCE STANDARDS OF THE ASSOCIATION OF PROFESSIONAL ENGINEERS OF PRINCE EDWARD ISLAND BY MEANS OF A RATIONAL SAMPLING PROCEDURE TO DETERMINE WHETHER THE CONSTRUCTION OF THAT WORK SHOWN ON THE DRAWINGS IS IN GENERAL CONFORMITY WITH THE PLANS. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR QUALITY CONTROL AND THE PERFORMANCE OF THE WORK IN ACCORDANCE WITH THE CONTRACT. THE CONSULTANT SHALL NOT BE RESPONSIBLE FOR THE ACTS OR OMISSIONS OF THE CONTRACTOR, SUB-CONTRACTOR OR ANY OTHER PERSONS PERFORMING ANY OF THE WORK OR FOR THE FAILURE OF ANY OF THEM TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
- SHOP DRAWING REVIEW RESPONSIBILITIES:**
- AS PART OF THEIR FIELD SERVICES SCL WILL REVIEW SHOP DRAWINGS PERTAINING TO WORK SHOWN ON SCL'S DRAWINGS BY MEANS OF APPROPRIATE RATIONAL SAMPLING PROCEDURES AND COMMENT ON THE ACCURACY WITH WHICH THE CONTRACTOR PREPARED THE DRAWINGS. REVIEW OF SHOP DRAWINGS IS FOR THE SOLE PURPOSE OF ASCERTAINING CONFORMANCE WITH THE GENERAL DESIGN CONCEPT AND IS NOT AN APPROVAL OF THE DETAIL DESIGN INHERENT IN THE SHOP DRAWINGS. RESPONSIBILITY FOR WHICH SHALL REMAIN WITH THE CONTRACTOR SUBMITTING THEM. SUCH REVIEW SHALL NOT RELIEVE THE CONTRACTOR OF HIS RESPONSIBILITY FOR ERRORS AND OMISSIONS IN THE SHOP DRAWINGS OR FOR MEETING ALL REQUIREMENTS OF THE CONTRACT DOCUMENTS. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR INFORMATION PERTAINING TO THE FABRICATION PROCESS TECHNIQUES OF CONSTRUCTION AND INSTALLATION AND FOR CO-ORDINATION OF THE WORK OF ALL SUB-TRADES.
- CONCRETE NOTES:**
- ALL FOOTINGS TO EXTEND TO UNDISTURBED SOIL OR STRUCTURAL FILL, MINIMUM SOIL CAPACITY OF 150 KPa.
  - ALL FOOTINGS AND FOUNDATION WALLS FORMWORKS TO BE REVIEWED PRIOR TO CONCRETE PLACEMENT.
  - MINIMUM EFFECTIVE COVER FOR FROST PROTECTION TO BOTTOM OF FOOTINGS IS 150mm.
  - CONCRETE MATERIALS AND METHODS OF CONSTRUCTION (INCLUDES STRENGTH REQUIREMENTS) IN ACCORDANCE WITH CAN3-A23.1. MINIMUM CONCRETE STRENGTH AT 28 DAYS.
    - 25 MPa MEETING CLASS F2 FOR ALL FOOTINGS & FOUNDATION WALLS.
    - 25 MPa MEETING CLASS F4 FOR ALL INTERIOR SLABS ON GRADE.
    - 32 MPa MEETING CLASS C2 FOR ALL EXTERIOR FLATWORKS, CURBS, SIDEWALKS, GUTTERS, RAMPS & EXTERIOR SUSPENDED SLABS AT GRADE LEVEL.
  - ALL DOOR LOCATIONS AND DIMENSIONS TO BE CONFIRMED WITH THE CONSULTANT, PRIOR TO THE CONCRETE POUR.
  - TYPICAL SLAB ON GRADE IS 100mm RW 152x152x18.7MMx18.7MM, SUPPLIED IN FLAT SHEETS ONLY.
  - CURING COMPOUNDS OR WET CURING REQUIRED. MATERIALS AND PROCEDURES USED SUBJECT TO APPROVAL OF ENGINEER AND CONFORMANCE WITH FLOOR FINISHES.
  - WHEN ISOLATED SLAB AREAS ARE NOT COMPLETELY PLACED, SLAB CONSTRUCTION JOINT AS DETAILED ARE REQUIRED.
  - OPENINGS RECESSES AND ELEVATION REQUIREMENTS FOR INTERIOR SLABS AS PER ARCHITECTURAL DRAWINGS.
  - EXTERIOR DOORWAY LOCATIONS AT SLAB ON GRADE AREA, INTERIOR SLAB EXTENDS INTO FOUNDATION WALL (AS DETAILED).
  - THE CONTRACTOR IS TO VERIFY FLOOR DRAIN LOCATIONS, SLOPES, & DIMENSIONS WITH ARCHITECTURAL AND MECHANICAL DRAWINGS.
  - PROVIDE CRACK CONTROL JOINTS EVERY 12m MAX. ALONG LENGTH OF PERIMETER FOUNDATION WALL.
- REINFORCING NOTES:**
- REINFORCEMENT SHALL BE BILLET STEEL CONFORMING TO THE FOLLOWING STANDARDS.
    - a) CSA G30.18 - GRADE 400MPa - 10M AND LARGER
    - b) CSA G30.5 - WELDED WIRE MESH.
  - CONCRETE COVER, UNLESS NOTED OTHERWISE ON THE DRAWINGS, CONCRETE COVER IN mm OVER REINFORCEMENT.
    - a) SURFACE PLACED IN CONTACT WITH GROUND ..... 75mm
    - b) FORMED SURFACE EXPOSED TO GROUND OR WEATHER ..... 50mm
    - c) SLABS ON GRADE ..... MIDDLE OF SLAB
    - d) WALLS ..... 38mm
- WALL REINFORCING NOTES:**
- UNLESS NOTED OTHERWISE ALL EXTERIOR WALLS BELOW GRADE AND ALL EXTERIOR WALLS EXPOSED TO THE WEATHER ABOVE GRADE SHALL HAVE CRACK CONTROL JOINTS AT 40' MAXIMUM. SEE CONTROL JOINT DETAIL ON STRUCTURAL DRAWINGS.
  - ALL WALL REINFORCING SHALL BE CONTINUOUS WITH HOOKS OR CORNER BARS USED AT WALL JUNCTIONS. EXTEND HOOKS TO FAR FACE OF WALL. CORNER BARS SHALL BE LOCATED ON OUTSIDE OR CENTER OF WALL.
  - AT ENDS OF WALL PROVIDE 2-15M BARS VERTICAL LAPPED 12" UNLESS NOTED OTHERWISE ON DETAILS.
- SAW CUTS: (SLABS ON GRADE)**
- SAW CUTTING IS TO BEGIN AS SOON AS POSSIBLE AND PRIOR TO EXCESSIVE RAVELING AND IMMEDIATELY AFTER THE SLAB CURING TREATMENT HAS PEAKED (MAX. 18 HOURS).
  - SAW CUTTING MAY BE REQUIRED AT NIGHT, OR WEEKENDS AND THE CONTRACTOR IS TO PLAN FOR THIS.
  - JOINT FILLING TO PROCEED AFTER SUITABLE CURING PERIOD (MIN. 28 DAYS). JOINT EDGES TO BE PROTECTED FROM DAMAGE WITH A TEMPORARY BACKER ROD IF NECESSARY. FINAL JOINT FILLER TO BE SEMI RIGID TYPE. TO BE REVIEWED AND APPROVED.
  - SAW BLADES TO BE 4mm (3/16") DIAMOND TIPPED.
  - SAWCUTS AT 1.5m c/c MAX. BOTH WAYS (APPROX.) AND UNDER PARTITION WALLS WHERE POSSIBLE, AND AT ALL INTERIOR STRESS POINTS (i.e. INTERIOR CORNERS).
- COLD WEATHER REQUIREMENTS:**
- COLD WEATHER CONSTRUCTION MUST CONFORM TO CAN3-A23.1.



**SECTION AT UNDERMINED FOOTING**  
SCALE N.T.S.

**COLUMN SCHEDULE**

ID	SIZE / DESCRIPTION
C1	6"x6" P.T. POST C/W H.D.G. UPSTAND BRACKET BOTTOM & POST TO BEAM BRACKET AT TOP
JP	JACK POST

**NOTE:** PROVIDE CRACK CONTROL JOINTS EVERY 12m ALONG LENGTH OF PERIMETER FOUNDATION WALL.

**NOTE:** ALL DOOR NOTCH LOCATIONS AND SIZES TO BE CONFIRMED WITH ARCHITECTURAL PRIOR TO CONSTRUCTION.

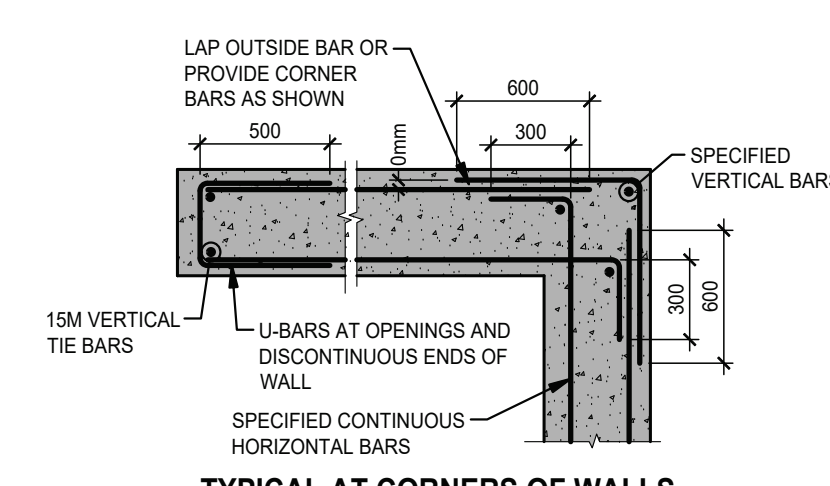
**NOTES:**  
1. VAPOUR BARRIER MUST BE SEALED W/ AIR TIGHT CONNECTION TO ALL FOUNDATION WALLS AND COLUMNS.  
2. VAPOUR BARRIER INTERIOR JOINTS MUST BE AIR TIGHT USING TAPE OR OTHER MANUFACTURER APPROVED PRODUCT.

- FLOOR DRAIN NOTES:**
- ALL FLOOR DRAIN LOCATIONS PER MECHANICAL AND ARCHITECTURAL.
  - ELEVATION OF ALL FLOOR DRAINS TO BE CHECKED PRIOR TO PLACING SLAB TO ENSURE CONFORMITY.
  - ALL FLOOR DRAINS TO TYPICALLY BE SET AT 1% BELOW NORMAL FLOOR ELEVATIONS.
  - ALL SLABS TO SLOPE DOWN TO DRAINS AT 1%.
  - SLAB THICKNESS TO BE MAINTAINED THROUGHOUT SLOPE TO DRAINS.

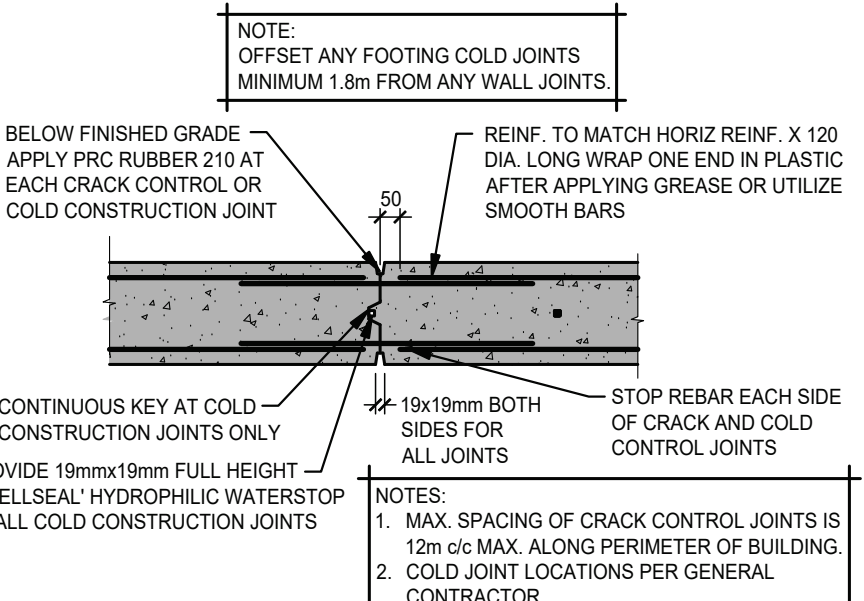
**LINTEL / BEAM SCHEDULE**  
(ALL SIZES SHOWN ARE MINIMUM)

1	2 PLY 38x184 C/W 38mm BEARING EACH END (ie 1 JACK STUD).
2	2 PLY 44x242 LVL C/W 76mm BEARING EACH END (ie 2 JACK STUDS).
3	3 PLY 38x184 LVL C/W 38mm BEARING EACH END (ie 1 JACK STUD).
4	3 PLY 38x140 LVL C/W 76mm BEARING EACH END (ie 2 JACK STUDS).
5	3 PLY 44x241 LVL C/W 76mm BEARING EACH END (ie 2 KING STUDS EACH END).

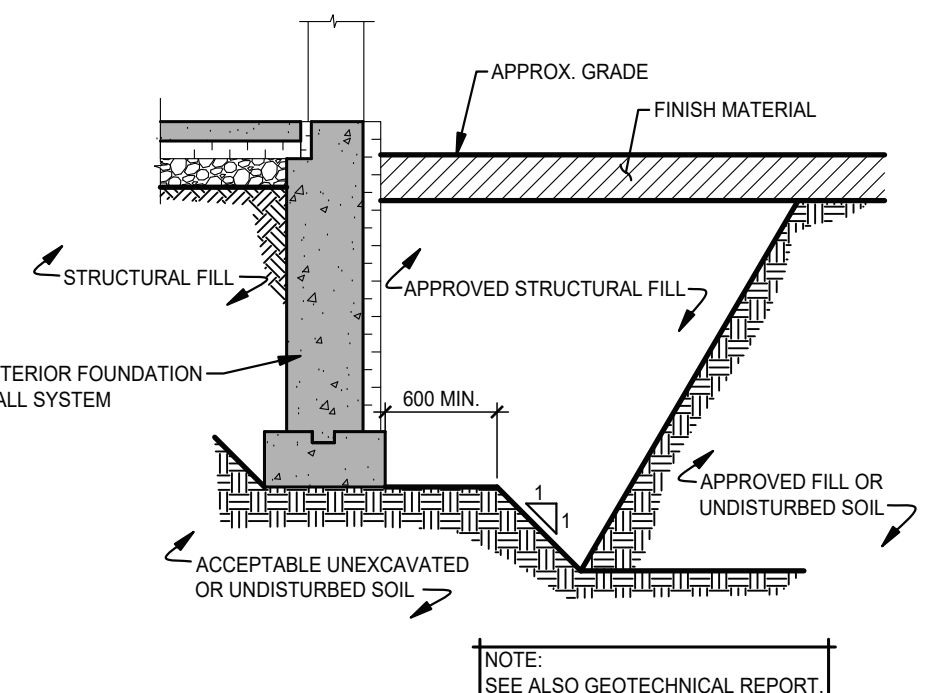
**NOTES:**  
1. NUMBER OF JACK STUDS CANNOT BE REDUCED.  
2. - - - INDICATES LINTEL.



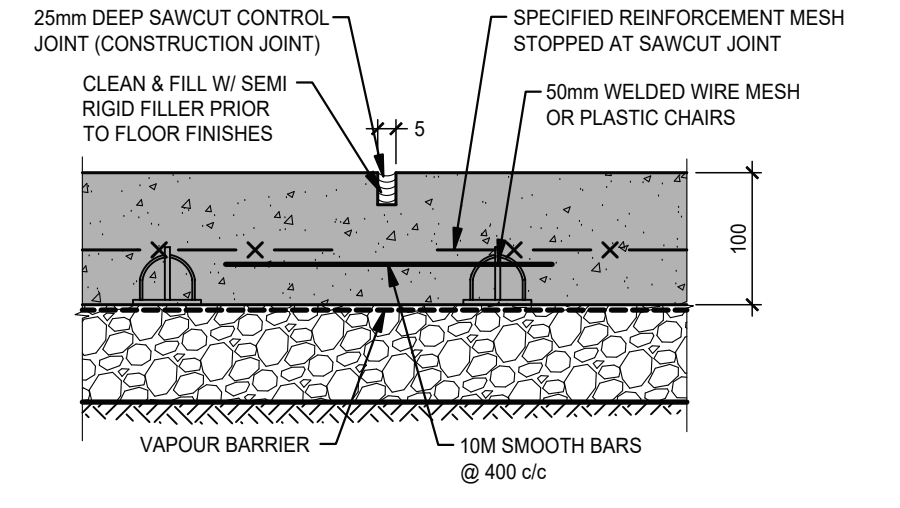
**1 HORIZONTAL WALL REINFORCEMENT**  
SCALE N.T.S.



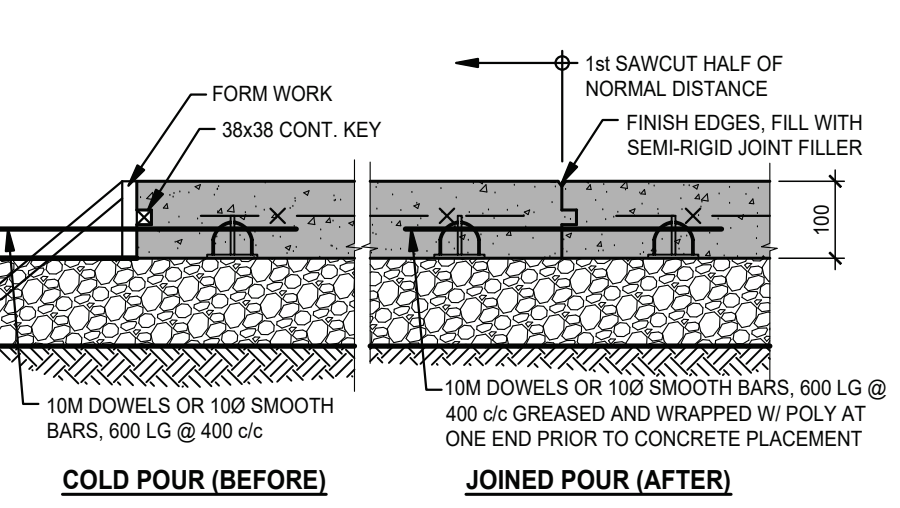
**2 VERTICAL WALL CONTROL JOINTS**  
SCALE N.T.S.



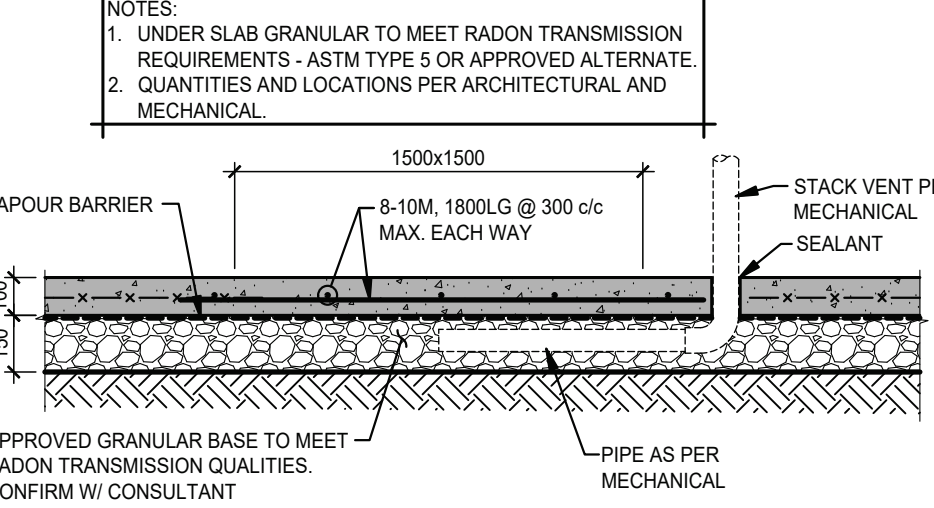
**3 MINIMUM LIMITS OF STRUCTURAL FILL**  
SCALE N.T.S. (AS REQUIRED)



**4 SLAB ON GRADE CRACK CONTROL JOINT**  
SCALE N.T.S.



**5 SLAB CONSTRUCTION JOINT (COLD JOINT)**  
SCALE N.T.S.



**6 RADON SUCTION PIT**  
SCALE N.T.S.

**Town of North Rustico**  
Prince Edward Island  
**DEVELOPMENT PERMIT**

Issued under the authority of  
Town of North Rustico Zoning & Subdivision Bylaws 2014

Permit# 1725

**DRAFT**

Date of Issue: September \_\_, 2024

Permission is hereby granted to Atlantic Medical Properties Ltd. to make an addition (approx. 102 feet long by 56 feet wide) at 7379 Cavendish Road, PID No. 1174796, North Rustico, PEI, as per the information submitted as part of the application.

The approval of the new additions to the existing building shall be subject to the following conditions:

- (1) a minimum front yard 15 feet.
- (2) a minimum rear yard 20 feet.
- (3) a minimum side yard 10 feet.
- (4) maximum height of 2.5 stories or 35 feet.
- (5) maximum lot coverage 35%.
- (6) a strip of land not less than 15 feet in width along residential property lines of pid no. 676239 and pid no. 890368. The strip of land shall be maintained clear of any structures, driveways, or parking areas and shall be landscaped to provide a visual buffer.
- (7) any exterior lighting or illuminated sign shall be so arranged as to deflect light away from adjacent residential properties, pid no. 676239 and pid no. 890368.
- (8) outdoor storage shall be prohibited adjacent to a residential unless it is hidden from view by means of a landscaped buffer hedge of adequate size or architectural screening such as a wall, fence or other appropriate structure.
- (9) the lot shall be graded in accordance with acceptable standards and no water runoff (no additional or changed characteristics) is permitted onto other lands unless legal permission has been obtained. and
- (10) the applicant shall also obtain a building permit from the PEI Department of Agriculture and Land Inspection Services, 31 Gordon Drive, Charlottetown, 1-800-370-3977. A copy of the building permit to be submitted to the Town.

The approval is also subject to being compliant with the provisions of the Town of North Rustico Zoning and Subdivision Control (Development) Bylaw and all applicable Provincial and Federal development and environmental regulations.

This permit expires twelve (12) months from the date of issue and is subject to compliance with the Town of North Rustico Zoning & Subdivision Bylaws 2014.

Derek A. French, Development Officer  
Town of North Rustico

\_\_\_\_\_  
Applicant  
Date:

**\*\*See page 2 of 2 for Notes:**

**\*\*Notes:**

This permit shall be null and void if the development applied for, and as approved by Council, is developed in any location or manner other than that so indicated, and as approved by Council with this permit. It is the sole responsibility of the person(s) to whom this permit has been issued to be cognizant of and to comply with all relevant Federal and Provincial statutes and regulations which might impact the erection, placement, renovation or use of the structure(s) approved by this permit, as well as all conditions and/or terms of any private covenants(s) applicable to the lot(s) on which the structure(s) approved by this permit will be erected or placed. The Council is not, and shall not be, responsible for monitoring and/or enforcing conditions and/or terms of any private covenants.

Issuance of this development permit does not imply any warranty against damages related to weather and / or climate change, but not limited to, coastal erosion and flooding. The Town or its representatives shall not be liable for any claims, demands, losses, costs, damages, actions, suits or proceedings of every nature and kind whatsoever arising out of or resulting from the issuance of this development permit or which may occur to this development as a result of damages related to weather and / or climate change, including, but not limited to, coastal erosion and flooding.

This permit does not in any way guarantee or ensure the title of the holder of the property described herein, nor does it affect the holder's liabilities, rights or privileges of ownership to such property.



# MOUNT ACADEMY

902-360-8900  
Mount.Academy  
20 Recreation Street, North Rustico, PE

September 10, 2024

Dear Town of North Rustico,

Mount Academy has been a part of the North Rustico community for almost two years now. During this time, we've graduated approximately 50 students.

This year, we are looking to implement a new Student-Athlete of the Month program. This would allow us to highlight one student from each of our four hockey programs (grade eight-eleven hockey skills, U17 boys, U18 boys and U19 girls) every month for outstanding academic and athletic achievement or growth. We are looking to use this program to encourage hard work and determination in our students.

We are hoping that the Town of North Rustico will consider becoming a featured partner of Mount Academy's Student-Athlete of the Month program. This would involve sponsoring a month, in which our four chosen student-athletes receive a prize from your business. Prizes may include gift cards, promotional items, etc. We will promote your business on our social media, along with our student winners. We hope you will consider our request.

Sincerely,

*Stephanie Stewart*

Stephanie Stewart, BA, BEd, MEd  
Assistant Head of School  
Instructor & Resource Coordinator  
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Mount Academy  
North Rustico, PE