

**TOWN OF NORTH RUSTICO
REGULAR COUNCIL MEETING AGENDA
TUESDAY NOV 12, 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 Oct 7, 2024 6:00PM
Special Council Meeting Nov 1 2024 9:00AM
 - 4.1 Business Arising from the Minutes
- 5. Delegations & Special Speakers**
- 6. Reports**
 - 6.1 Wellness Centre GM Report
 - 6.2 CAO Report
- 7. Committee Reports**
 - 7.1 Sewer and Water Utility Board - no meeting
 - 7.2 Planning Board
 - 7.3 Rec & Events Committee
 - 7.4 Wellness Centre Advisory Committee
 - 7.5 EMO Committee
 - 7.6 Finance & Infrastructure Committee
 - 7.7 North Rustico Lighthouse Committee
- 8. Requests for Decision**
 - 8.1 RFD 2024-09-040 Extension for Autumn Lane Property
 - 8.2 RFD 2024-10-044 Approval of Bylaw 2024-01 Sewer & Water Utility Corporation Bylaw
 - 8.3 RFD 2024-11-047 Approval of New Fire Tanker Purchase
 - 8.4 RFD 2024-11-048 Approval of Bylaw 2024-02 Tax Rate Groups Bylaw
 - 8.5 RFD 2024-11-049 Approval of Engagement with Resolve Advisory Services
 - 8.6 RFD 2024-11-050 Approval of Property Use for ATV Trail
 - 8.7 RFD 2024-11-051 Approval of Snow Tender for Wellness Centre
- 9. New Business**
 - 9.1 Approval of 2025 Council Meeting Schedule
 - 9.2 Request for Extension of Sewer and Water Services
- 10. Appointments to Committees**
 - 10.1 Fundraising Committee- Creation and Appointment
 - 10.2 Wellness Centre Advisory Committee
- 11. Correspondence**
 - 11.1 Black History Month Flag Raising
- 12. Next Meeting Date – Monday January 6, 2024, at 6:00PM**
- 13. Adjournment**

**Town of North Rustico
Regular Council Meeting Minutes
Tuesday November 12th, 2024, at 6:00PM**

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

Heather McKenna

Margaret Goulding, Donna Coll, David LeClair, Janet Shannon
and Michelle Pineau**Staff**Stephanie Moase, Grace Constantine and John-Anthony
Langdale**Regrets****Others**Vernon Buote, Lisa Sandoval, Taylor Buote, Chris Paynter, Ed
Schmidt**1. CALL TO ORDER**

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

2. APPROVAL OF THE AGENDA

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

(5-0) MOTION CARRIED**(2024-11-113)****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 October 7th, 2024 be approved as presented.

(5-0) MOTION CARRIED**(2024-011-114)**

It was moved by Councillor David LeClair and seconded by Councillor Margaret Goulding that the minutes from the Special Council Meeting November 1st, 2024 be approved as presented.

(5-0) MOTION CARRIED**(2024-011-115)****4.1 Business Arising from the Minutes**

A question was raised about the start date of the boardwalk project. CAO stated that the project is due to commence November 18th, 2024.

CAO stated that there has been a brief pause on the Line Rd signage project until questions about the ownership of that piece of land are dealt with. Measurements must

be taken in order to decipher if the piece of land is located in the public right of way, or if it is in fact private property where permission needs to be granted by the owner to continue with the lease agreement with Synergy signs. Council will discuss other options for the lease with Synergy at a later date should the land be private property.

CAO has sent a letter to the owner of 4 Hilltop regarding the removal of the business sign on the property.

5. DELEGATIONS & SPECIAL SPEAKERS

5.1 Residents Vernon Buote and Lisa Sandoval presented on behalf of the anonymous donor for the naming right of the Eliyahu Wellness Centre regarding a request for additional signage at the Wellness Centre. After a lengthy deliberation, council decided to table this matter.

It was moved by Councillor Michelle Pineau and seconded by Councillor David LeClair that the matter be tabled until after further discussions with the requestor.

**(5-0) MOTION CARRIED
(2024-011-116)**

Vernon Buote and Lisa Sandoval left the meeting at 6:38pm.

6. REPORTS

6.1 Wellness Centre GM Report

New GM John-Anthony Langdale was introduced to council and was able to answer any questions they had about his report.

It was remarked that John-Anthony has brought in a notable amount of sponsorship revenue in the short time that he has been in the position.

Three new staff have also been hired as team members, mainly for canteen support.

The speedskating event went very well.

John Anthony Langdale left the meeting at 6:48pm.

6.2 CAO Report

Council reviewed the report. The Code of Conduct Bylaw still requires updates from the Province. The Association of Municipal Administrator's AGM meeting was a highlight for the CAO this month, Stephanie is the Vice President of the association and enjoys sharing information and experiences with other CAO's in PEI. The CAO continues to work with consultants on getting an agreement in place for the contractors to return to complete work at the Eliyahu Wellness Centre.

7. COMMITTEE REPORTS

7.1 Sewer and Water Utility Board

Chair David LeClair stated that there has been no meeting recently but one will take place on November 21st, 2024.

7.2 Planning Board

Council reviewed the approved permit list for October. Chair Donna Coll stated the Planning Board has been discussing the request for a variance ion a shed which has been

sent back to the applicant for further clarification. The Planning Board has expressed concerns regarding the consultants work on the Official Plan and Bylaw.

7.3 Recreation & Events Committee

Chair Michelle Pineau spoke about the planning for Christmas events. Funding was granted for these events and subsequently withdrawn so Michelle is working with administrative assistant Jade and our contact from Central Coastal Tourism Partnership, Chloe, on how to proceed with planning for the holiday events.

7.4 Wellness Centre Advisory Committee

Chair Margaret Goulding stated that the Committee was able to meet the new Wellness Centre GM, John-Anthony. She also reported that the committee supports a blanket liquor permit for non-profit events at the Centre, so requests can go straight to Council without having to wait for a recommendation from the Advisory Committee.

7.5 EMO Committee

Chair Janet Shannon stated that there has been no recent meeting with the next one being November 20th, 2024 with a Hazard Risk Assessment with PEI EMO.

7.6 Finance & Infrastructure Committee

Chair David LeClair explained that the committee had discussed the issue of members that do not attend meetings. This results in meetings having to be cancelled due to no quorum. As per the Procedural Bylaw, the CAO will bring any committee members that have missed more than three meetings in a year to the attention of Council in the new year.

7.7 North Rustico Lighthouse Committee

David LeClair met with a contractor on site who provided the quotes to ensure that the quote was still accurate before proceeding. A few small changes were noted, for example, the idea for a spiral staircase in the lighthouse is not possible.

8. REQUESTS FOR DECISION

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

Council did not agree to a 2-year extension as requested by Leo Doucette, owner of lot 16 on Autumn Lane. Council did however agree to a 1-year extension for this property.

It was moved by Councillor Margaret Goulding and seconded by Councillor Janet Shannon that the covenants be altered to include the 1-year extension with the date for construction completion being March 6th, 2026, and all future requests for extension be limited to 1-year.

**(5-0) MOTION CARRIED
(2024-11-117)**

8.2 RFD 2024-10-044 – Approval of Bylaw 2024-01 Sewer & Water Utility Corporation Bylaw

Council reviewed the RFD no changes have been made since the first reading of the bylaw.

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;

And whereas Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw was read and approved for a first time at a regular council meeting on Oct 7, 2024;3

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

Moved by Councillor Donna Coll
Seconded by Councillor Margaret Goulding

**(5-0) MOTION CARRIED
(2024-11-118)**

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;

And whereas Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw was read and approved for a first time at a regular council meeting on Oct 7, 2024;

And whereas Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw was read for a second time at a regular council meeting on Nov 12, 2024;

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

Moved by Councillor Donna Coll
Seconded by Councillor David LeClair

**(5-0) MOTION CARRIED
(2024-11-119)**

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;

And whereas Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw was read and approved for a first time at a regular council meeting on Oct 7, 2024;

And whereas Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw was read and approved for a second time at a regular council meeting on Nov 12, 2024;

Be it resolved that Bylaw # 2024-01 North Rustico Sewer and Water Utility Corporation Bylaw be hereby approved and adopted.

Moved by Councillor Donna Coll
Seconded by Councillor David LeClair

**(5-0) MOTION CARRIED
(2024-11-120)**

8.3 RFD 2024-011-047 – Approval of New Fire Tanker Purchase

Council reviewed the RFD and the quotes provided by the fire dept.

It was moved by Councillor Donna Coll and seconded by Councillor Michelle Pineau that Council approve the Fire Dept to purchase a new tanker using their fundraising account at a quote of approx. \$646,000.

**(5-0) MOTION CARRIED
(2024-11-121)**

8.4 RFD 2024-11-048- Approval of Bylaw 2024-02 Tax Rate Groups Bylaw

CAO Stephanie Moase read the RFD. Council reviewed the new Tax Rate Group definitions. It was noted that 3 new groups are being established, non-resident non-commercial, multi-unit (3 or more) non-commercial, non-resident multi-unit (3 or more) non-commercial.

Whereas Section 160 (1) and (2) of the *Municipal Government Act*, allows a municipality, by bylaw, to set property taxation rates and create tax rate groups for the purpose of raising revenue in accordance with the Real Property Act and Real Property Tax ;

And whereas Bylaw # 2024-02 Tax Rate Groups Bylaw was written to add the requested new Tax Rate Groups for Council;

And whereas Bylaw # 2024-02 Tax Rate Groups Bylaw will repeal and replace Bylaw 2020-07 Tax Rate Groups Bylaw;

Be it resolved that Bylaw # 2024-02 Tax rate Groups Bylaw be hereby read a first time.

Moved by Councillor Donna Coll
Seconded by Councillor Michelle Pineau

**(5-0) MOTION CARRIED
(2024-11-122)**

Whereas Bylaw # 2024-02 Tax Rate Groups Bylaw was read for a first time at the Nov 12, 2024 Regular Council meeting;

Be it resolved that the first reading of Bylaw # 2024-02 Tax Rate Groups Bylaw be hereby approved.

Moved by Councillor Donna Coll
Seconded by Councillor Janet Shannon

**(5-0) MOTION CARRIED
(2024-11-123)**

8.5 RFD 2024-11-049- Approval of Engagement with Resolve Advisory Services

CAO Stephanie Moase read the RFD. It was asked whether this work would require an RFP? Resolve has been working on this project for many months with the Province, it would not be cost effective to bring in another firm to deal with the disbursement of funds considering the length of time required to get familiar with the project. Formal tenders are not required for professional services for the Town if they feel that their current provider would do the work for the best price. It is still suggested to consider issuing an RFP every

few years for professional services like auditor and legal to ensure the Town remains competitive.

It was moved by Councillor Donna Coll and seconded by Councillor Janet Shannon that Council to approve the engagement of Resolve Advisory Services at a rate of \$300/hr to oversee the administration of the FPEI loan funds.

**(5-0) MOTION CARRIED
(2024-11-124)**

8.6 RFD 2024-11-050- Approval of Property Use for ATV Trail

CAO Stephanie Moase introduced the RFD. Taylor, Ed, and Chris explained their request to Council. Council viewed mock-up maps of where they would like to have the trail. They hope the current pilot project of allowing ATV's on some roads will be a success and that the Town would eventually approve some roads for ATV travel, such as between the trail and the Lions Club on Timber Lane, which would require a Public meeting to provide feedback. The current request is to allow the trail to cross the far section along the property line where the Wastewater Treatment plant is. There are a few more landowners in the vicinity to provide approvals prior to the completion of the exact location of the trail. There are also the future plans for the new fire hall that will need to be considered, however the club members are very flexible. Members feel this will provide economic benefits to the Town, as riders will stop to have meals here when travelling. The club has their own liability insurance that covers the PID that it crosses, their hope is to eventually connect all the club trails tip to tip.

It was moved by Councillor Michelle Pineau and seconded by Councillor Donna Coll that the Council approve the use of the land for future use as a trail by the ATV Club and further allow the negotiations and documents to be signed by the CAO and Mayor.

**(5-0) MOTION CARRIED
(2024-11-125)**

8.7 RFD 2024-11-051- Approval of Snow Tender for Wellness Centre

CAO Stephanie Moase read the RFD. Council discussed the RFD.

It was moved by Councillor David LeClair and seconded by Councillor Margaret Goulding that Council to approve the tender bid from Snowie Road Construction for snow removal at the Wellness Centre in the amount of \$23,700 inc HST for the 2024-25 and 2025-26 seasons.

**(5-0) MOTION CARRIED
(2024-11-126)**

9. NEW BUSINESS

9.1 Approval of 2025 Council Meeting Schedule

Council reviewed the 2025 Council Meeting Schedule prepared by admin assistant Jade.

It was moved by Councillor Margaret Goulding and seconded by Councillor Donna Coll that the 2025 meeting schedule be approved.

**(5-0) MOTION CARRIED
(2024-11-127)**

9.2 Request for Extension of Sewer and Water Services

There was a request from the North Rustico Harbour Inn to connect to the municipal sewer services during the possible future expansion of the business.

Council decided that require more information regarding the size and details of this expansion to determine if this proposed connection would be feasible before making a decision on how to proceed. As it is outside the municipal boundaries, the Resort Municipality and IRAC will also have to be in favour of the extension.

10. APPOINTMENTS TO COMMITTEES

10.1 Fundraising Committee- Creation and Appointment

It was moved by Councillor Michelle Pineau and seconded by Councillor David LeClair to create the North Rustico Fundraising committee, establish terms of reference, and appoint Lana Penman and Carlene Peters as members of the committee.

**(5-0) MOTION CARRIED
(2024-11-128)**

Mayor Heather McKenna appointed herself as the chair of the North Rustico Fundraising Committee.

10.2 Wellness Centre Advisory Committee

It was moved by Councillor Michelle Pineau and seconded by Councillor Donna Coll that Rachel Cormier be appointed to the Wellness Centre Advisory Committee.

**(5-0) MOTION CARRIED
(2024-11-129)**

11. CORRESPONDENCE

11.1 Black History Month Flag Raising

CAO reminded council that the current flag policy was passed by council, the only flag included was the pride flag. In order to fly additional flags such as Black History Month, the flag policy needs to be updated.

12. NEXT MEETING– Monday January 6th, 2025, at 6:00pm

13. ADJOURNMENT

There being no further business, it was moved by Councillor David LeClair and seconded by Councillor Michelle Pineau that the meeting be adjourned at 8:31PM.

**(5-0) MOTION CARRIED
(2024-11-129)**

Mayor Heather McKenna

Date

CAO Stephanie Moase

Date

Canteen:

- Rosemary Wilson hired as full-time team member with E.D.A. funding
- 2 additional students will be hired for afternoon/weekend support

Sponsor Signage

- 2 new “Billboard” advertisers booked @ \$1500 per sign for 1 year each.
- Contacted current delinquent advertisers to see if they were still planning on completing their contracts – waiting for responses. Continuing to reach out.
- Old sponsorship signs from North Star Arena have been placed in canteen – decision on their fate is required.
- Spoke with Ken Smith @ ADL re: their signage on Canteen wall and door decals. After no communication since July they are finally ready for installation however I am asking for updated imagery.

Staff/Culture

- All staff back for the fall/winter season
- Rosemary Wilson scheduled to start full time November 7/8th
- Overall staff attendance and performance is stable.

General

- Reached out to every rink on the Island to collect ice rates and determine individual price-planning schedules – responses have been slow so far however, with a few exceptions, rates seem to be relatively standard.

**TOWN OF NORTH RUSTICO
CAO REPORT
COUNCIL MEETING NOVEMBER 12, 2024**

Sewer & Water

- Lenny received a quote for upgrades to Simon Dr
- Reviewing information required for IRAC filing
- 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 completing capital through FPEI Loan
- Preparing next quarter submission of 2023-2024 MCEG funding claim.
- 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 Christmas activities
- Attended FPEIM meeting at Abram's Village on Sat Oct 19 2024
- Attended AMA Meeting in Linkletter on Friday Oct 25 2024
- Hiring of new GM for Wellness Centre
- Completed Rink Funding Application for Arena Operations
- Completed new Tax Rate Groups Bylaw
- Tender completed for Snow Removal at Wellness Centre

CAPITAL PROJECTS

- Lenny to get quotes for old water building and greenhouse
- Sewer Plant Upgrades Project 16.5.6 complete, awaiting deficiency list to be completed
- 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. RFP Completed and Project awarded to Diversified Divers.
- 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 October 2024

PID	Address, Community	Application Type	Application Details	Nature of Decision	Appeal By Date
1174796	7379 Cavendish Road, NORTH RUSTICO	Development Permits	Addition of a Medical Centre to the Pharmacy.	Approved	10/30/24

Wellness Centre Advisory Committee Report to Council November 12 2024

We met the new GM John Anthony, who already has got two new sponsors for 8x4 bill boards. He has hired a full time Canteen person starting November 7 or 8th plus two students for part time. We talked about the old sponsorship signs from the North Star Arena and how to honor them.

The advisory committee support a blanket liquor permit for non profit events. Twyla is going to write up the steps to follow for getting a liquor license.

Thank you

Chair Margaret Goulding

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	SEPTEMBER EST. ACTUAL	2024-2025 YTD	2024-2025 YTD (Q2) Budget	2024/2025 Budget
WATER REVENUE	\$46,178.00	\$50.00	\$0.00	\$45,712.71	\$0.00	\$0.00	\$91,940.71	\$85,500.00	\$171,000.00
SEWER REVENUE	\$51,226.89	\$50.00	\$0.00	\$50,621.60	\$0.00	\$0.00	\$101,898.49	\$97,500.00	\$195,000.00
INTEREST & MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23.06	\$23.06	\$100.00	\$200.00
TOTAL WATER & SEWER REVENUE	\$97,404.89	\$100.00	\$0.00	\$96,334.31	\$0.00	\$23.06	\$193,862.26	\$183,100.00	\$366,200.00

EXPENSES	APRIL 2024 EST ACTUAL	MAY 2024 EST. ACTUAL	JUNE 2024 EST ACTUAL	JULY 2024 EST. ACTUAL	AUGUST 2024 EST. ACTUAL	SEPTEMBER EST. ACTUAL	2024-2025 YTD	2024-2025 YTD (Q2) Budget	2024/2025 Budget
WATER ADMINISTRATION	\$6,072.04	\$5,870.83	\$4,395.79	\$4,521.34	\$7,028.64	\$4,641.00	\$32,529.64	\$38,750.00	\$80,600.00
WATER PROFESSIONAL EXPENSES	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$5,799.75	\$19,137.25	\$21,700.00	\$39,200.00
WATER INFRASTRUCTURE	\$1,688.05	\$1,502.17	\$2,989.83	\$1,995.09	\$2,021.59	\$1,655.10	\$11,851.83	\$12,650.00	\$32,600.00
WATER REPAIR & MAINTENANCE	\$923.95	\$6,562.80	\$771.43	\$3,246.47	\$15,375.75	\$1,368.40	\$28,248.80	\$9,350.00	\$18,700.00
SEWER ADMINISTRATION	\$9,240.76	\$8,764.74	\$7,725.93	\$8,441.16	\$10,359.10	\$7,971.24	\$52,502.93	\$59,250.00	\$122,000.00
SEWER PROFESSIONAL EXPENSES	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$5,799.75	\$19,137.25	\$22,500.00	
SEWER INFRASTRUCTURE	\$3,176.89	\$2,559.74	\$3,890.49	\$2,940.35	\$2,812.40	\$2,487.89	\$17,867.76	\$14,750.00	\$40,800.00
SEWER REPAIR & MAINTENANCE	\$580.53	\$21.54	\$22.35	\$53.83	\$0.00	\$787.89	\$1,466.14	\$9,600.00	\$19,200.00
TOTAL EXPENSES	\$27,017.22	\$30,616.82	\$25,130.82	\$26,533.24	\$42,932.48	\$30,511.02	\$182,741.60	\$188,550.00	\$353,100.00

SURPLUS/DEFICIT	\$70,387.67	-\$30,516.82	-\$25,130.82	\$69,801.07	-\$42,932.48	-\$30,487.96	\$11,120.66	-\$5,450.00	\$13,100.00
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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	SEPTEMBER EST. ACTUAL	2024/2025 YTD (Q2)	2024-2025 YTD (Q2) BUDGET	2024/25 Budget
TOWN OF NORTH RUSTICO FIRE DUES	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 4,529.16	\$ 23,557.91	\$27,295.00	\$ 54,590.00
FIRE DISTRICT FIRE DUES	\$ 2,540.00	\$ 2,540.00	\$ 2,540.00	\$ 3,567.24	\$ 2,602.00	\$ 2,602.00	\$ 16,391.24	\$15,250.00	\$ 30,500.00
RESORT MUNICIPALITY FIRE DUES		\$ -	\$ 5,476.66	\$ -	\$ -	\$ -	\$ 5,476.66	\$10,953.32	\$ 16,304.37
HARBOUR AUTHORITY FIRE DUES		\$ -	\$ 525.00	\$ -	\$ -	\$ -	\$ 525.00	\$525.00	\$ 525.00
FUNDRAISING REVENUE		\$ -	\$ -	\$ 30,500.00	\$ -	\$ -	\$ 30,500.00	\$0.00	
TRANSFER TO OPERATIONS FROM FUNDRAISING	\$ 255.00	\$ 80.24	\$ 604.40	\$ -	\$ -	\$ -	\$ 939.64	\$0.00	\$ 15,000.00
OTHER/MISC INCOME		\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00	\$2,500.00	\$ 5,000.00
TOTAL REVENUE	\$ 6,600.75	\$ 6,425.99	\$ 13,251.81	\$ 37,872.99	\$ 6,407.75	\$ 7,131.16	\$ 77,690.45	\$ 56,523.32	\$ 121,919.37

EXPENSES:	APRIL 2024 EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	SEPTEMBER EST. ACTUAL	2024/2025 YTD	2024-2025 YTD Q2 BUDGET	2024/25 Budget
FIRE HALL EXPENSES	\$ 280.38	\$ 394.85	\$ 168.68	\$ 190.26	\$ 190.94	\$ 257.00	\$ 1,482.11	\$3,333.33	\$ 9,200.00
PERSONNEL	\$ 155.21	\$ 1,990.75	\$ 3,573.50	\$ 70.24	\$ 1,169.77	\$ 497.44	\$ 7,456.91	\$17,500.00	\$ 60,000.00
FUNDRAISING EXPENSES	\$ 255.00	\$ 80.24	\$ 604.40	\$ -	\$ -	\$ -	\$ 939.64	\$5,000.00	\$ 15,000.00
EQUIPMENT	\$ 647.32	\$ -	\$ 230.87	\$ -	\$ 25.58	\$ 103.61	\$ 1,007.38	\$2,725.00	\$ 5,450.00
OFFICE & COMMUNICATIONS	\$ 1,567.83	\$ 830.71	\$ 1,029.90	\$ 1,014.31	\$ 911.86	\$ 787.80	\$ 6,142.41	\$5,450.00	\$ 10,900.00
VEHICLES	\$ 459.77	\$ 98.96	\$ 1,120.51	\$ 979.39	\$ 461.73	\$ 2,042.90	\$ 5,163.26	\$6,050.00	\$ 21,350.00
MISCELLANEOUS			\$ -	\$ -	\$ -	\$ -		\$0.00	
TOTAL EXPENSES	\$ 3,365.51	\$ 3,395.51	\$ 6,727.86	\$ 2,254.20	\$ 2,599.78	\$ 2,599.78	\$ 22,191.71	\$ 40,058.33	\$ 121,900.00

SURPLUS / DEFICIT:	\$ 3,235.24	\$ 3,030.48	\$ 6,523.95	\$ 35,618.79	\$ 3,807.97	\$ 4,531.38	\$ 55,498.74	\$ 16,464.99	\$ 19.37
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NORTH RUSTICO FIRE DEPARTMENT
Other Accounting Information as at September 30th, 2024

RBC Bank Balance	50,775.16
Plus: Outstanding Deposits	-
Less: Outstanding Cheques	4,001.92
Less: Reserve Funds RGI	42,338.00
Bank Balance per the Books	<u>4,435.24</u>
PCU Bank Balance Operating Account	<u>63,257.59</u>
PCU Bank Balance Truck Account	<u>253,419.38</u>
PCU Bank Balance Capital Account	<u>1,509.64</u>

Outstanding Receivables

Outstanding Payables

Due to Town

TOWN OF NORTH RUSTICO

REVENUE:	APRIL 2024 EST ACTUAL	MAY 2024 EST ACTUAL	JUNE 2024 EST. ACTUAL	JULY 2024 EST. ACTUAL	AUGUST EST. ACTUAL	SEPTEMBER EST. ACTUAL	2024-2025 YTD - Q2	2024-2025 YTD (Q2) budget	2024/2025 Budget
PROPERTY TAX ASSESSMENT	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 330,429.30	\$ 313,704.00	\$ 627,408.00
RETAIL SPACE	\$ 2,500.00	\$ 1,000.00	\$ 1,030.00	\$ 1,030.00	\$ 1,030.00	\$ 13,038.77	\$ 19,628.77	\$ 15,000.00	\$ 30,000.00
SPECIAL EVENTS *Music In The Park Reserve	\$ 5,000.00	\$ 150.00	\$ 510.00	\$ 2,645.75	\$ 1,131.00	\$ 1,517.40	\$ 10,954.15	\$ 12,500.00	\$ 12,500.00
OTHER GRANTS (Planning)	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 5,294.70	\$ 7,500.00	\$ 15,000.00
MCEG	\$ 25,209.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,209.82	\$ -	\$ 100,000.00
GOVERNMENT & EMPLOYMENT GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,060.00	\$ 2,060.00	\$ -	\$ 9,000.00
CANADA DAY	\$ -	\$ 17,025.00	\$ 3,050.00	\$ 9,095.00	\$ -	\$ 250.00	\$ 29,420.00	\$ 30,000.00	\$ 30,000.00
INTEREST REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WELLNESS CENTRE CAPITAL SPONSORSHIPS	-\$ 12,500.00	\$ 20,000.00	\$ -	\$ 3,000.00	\$ 14,690.45	\$ 4,000.00	\$ 29,190.45	\$ 75,000.00	\$ 150,000.00
DEVELOPMENT PERMITS	\$ 614.67	\$ 1,528.60	\$ -	\$ 130.00	\$ 30.00	\$ 982.56	\$ 3,285.83	\$ 4,000.00	\$ 6,000.00
SALE OF TOWN PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER /DOG TAGS/MISC	\$ -	\$ -	\$ 200.00	\$ -	\$ 100.00	\$ 2,769.44	\$ 3,069.44	\$ 250.00	\$ 500.00
SEWER & WATER ADMIN FEE & WAGES	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 10,000.00	\$ 12,000.00	\$ 24,000.00
STREETLIGHTS/STONES DONATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250.00	\$ 2,500.00
TOTAL REVENUE	\$ 81,778.49	\$ 96,730.15	\$ 60,744.00	\$ 76,854.75	\$ 72,935.45	\$ 80,572.17	\$ 468,542.46	\$ 471,204.00	\$ 1,006,908.00

EXPENSES:	APRIL 2024 EST ACTUAL	MAY 2024 EST ACTUAL	JUNE 2024 EST. ACTUAL	JULY 2024 EST. ACTUAL	AUGUST EST. ACTUAL	SEPTEMBER EST. ACTUAL	2024-2025 YTD - Q2	2024-2025 YTD (Q2) budget	2024/2025 Budget
ADMINISTRATION	\$ 12,388.17	\$ 27,751.83	\$ 19,438.80	\$ 25,964.93	\$ 21,422.66	\$ 20,274.03	\$ 127,240.42	\$ 157,650.00	\$ 315,400.00
ADVERTISING & NEWSLETTER & PROMOTION	\$ -	\$ 194.81	\$ 91.08	\$ 89.17	\$ 86.13	\$ 101.38	\$ 562.57	\$ 1,250.00	\$ 2,500.00
ARENA LOAN & INTEREST	\$ 21,506.90	\$ 20,813.13	\$ 21,506.90	\$ 20,207.82	\$ 20,598.94	\$ 20,063.48	\$ 124,697.17	\$ 148,500.00	\$ 297,000.00
INFRASTRUCTURE	\$ 8,162.60	\$ 3,890.88	\$ 5,876.09	\$ 6,938.76	\$ 3,578.00	\$ 3,011.71	\$ 31,458.04	\$ 29,700.00	\$ 54,050.00
FIRE PROTECTION	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 4,529.16	\$ 23,557.91	\$ 27,295.00	\$ 54,590.00
OFFICE & BUILDING	\$ 4,584.32	\$ 2,317.83	\$ 4,162.70	\$ 1,818.84	\$ 1,804.58	\$ 1,752.76	\$ 16,441.03	\$ 14,150.00	\$ 35,300.00
PROFESSIONAL SERVICES	\$ 1,678.78	\$ 4,759.45	\$ 4,974.42	\$ 16,639.68	\$ 2,031.49	\$ 17,611.42	\$ 47,695.24	\$ 37,000.00	\$ 78,500.00
RENTAL PROPERTIES	\$ 613.37	\$ 563.24	\$ 1,440.78	\$ 408.25	\$ 1,179.27	\$ 350.12	\$ 4,555.03	\$ 3,400.00	\$ 6,800.00
SPECIAL EVENTS	\$ 1,336.90	\$ 24,508.49	\$ 3,299.12	\$ 29,357.50	\$ 2,548.93	\$ 1,602.39	\$ 62,653.33	\$ 52,125.00	\$ 62,250.00
TRANSFER TO WELLNESS OPERATING			\$ -	\$ -		\$ -		\$ 66,666.67	\$ 100,000.00
TOTAL EXPENSES	\$ 54,076.79	\$ 88,605.41	\$ 64,595.64	\$ 105,230.70	\$ 57,055.75	\$ 69,296.45	\$ 438,860.74	\$ 537,736.67	\$ 1,006,390.00
SURPLUS / DEFICIT:	\$ 27,701.70	\$ 8,124.74	-\$ 3,851.64	-\$ 28,375.95	\$ 15,879.70	\$ 11,275.72	\$ 29,681.72	(\$66,532.67)	\$ 518.00

TOWN OF NORTH RUSTICO
Other Accounting Information as at September 30th, 2024

RBC Bank Balance	485,206.12
Plus: Outstanding Deposits	302,723.41
Less: Outstanding Cheques	307,689.68
Bank Balance per the Books	480,239.85
Less Committed Funds- Boardwalk Donations	249,595.00
Total Uncommitted Funds	230,644.85
RBC Gas Tax Account	215,381.08
PCU Operating Account	167,654.86
Less Committed Funds- Hauling In Day	12,500.00
	154,654.86
PCU Capital Reserve Account	114,719.30
Less Committed Funds- EMO Reserve	500.00
Less Committed Funds- Fiona Insurance	112,295.87
	2,423.43
Outstanding Receivables	103,455.16
Less Ice Rentals	65,666.12
	37,789.04

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	SEPT EST. ACTUAL	2024/2025 YTD - Q2	2024/2025 Q2 YTD BUDGET	2024-2025 BUDGET
Ice Rental	\$29,146.11	\$24,801.46	\$22,263.92	\$47,268.62	\$6,304.34	\$38,983.77	\$168,768.22	\$157,664.00	\$450,500.00
Room Rental	\$3,555.37	\$4,741.67	\$4,136.34	\$3,320.42	\$3,184.17	\$3,526.65	\$22,464.62	\$21,500.00	\$58,000.00
Fitness Centre	\$5,353.80	\$6,461.24	\$6,358.70	\$7,443.85	\$8,096.36	\$6,503.25	\$40,217.20	\$44,000.00	\$88,000.00
Food Service	\$4,861.39	\$2,913.71	\$260.16	\$33.25	\$31.75	\$814.54	\$8,914.80	\$20,333.33	\$61,000.00
Other Programs & Services	\$30.00	\$36.00	\$12.00	\$0.00	\$0.00	\$12.00	\$90.00	\$333.33	\$1,000.00
Fundraising/Donations/Sponsors	\$755.75	\$0.00	\$1,200.00	\$1,000.00	\$0.00	\$1,300.00	\$4,255.75	\$0.00	\$44,000.00
Town Operating Grant		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$100,000.00
Government Grants	\$0.00	\$0.00	\$0.00	\$4,101.12	\$0.00	\$1,025.28	\$5,126.40	\$0.00	\$12,500.00
	\$43,702.42	\$38,954.08	\$34,231.12	\$63,167.26	\$17,616.62	\$52,165.49	\$249,836.99	\$243,830.67	\$815,000.00

EXPENSES	APRIL 2024 EST	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	SEPT EST. ACTUAL	2024/2025 YTD - Q2	2024/2025 Q2 YTD BUDGET	2024-2025 BUDGET
Food Service	\$3,559.76	\$194.56	(\$2,027.70)	\$55.96	\$0.00	\$954.08	\$2,736.66	\$10,000.00	\$50,000.00
Administration	\$13,440.68	\$34,695.75	\$20,266.70	\$28,931.77	\$25,588.02	\$19,683.64	\$142,606.56	\$164,550.00	\$385,950.00
Infrastructure & Maintenance	\$31,915.05	\$30,102.01	\$27,462.03	\$27,014.85	\$28,275.01	\$26,117.60	\$170,886.55	\$165,700.00	\$367,900.00
Programs Events & Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$1,500.00
	\$48,915.49	\$64,992.32	\$47,728.73	\$56,002.58	\$53,863.03	\$46,755.32	\$316,229.77	\$341,000.00	\$805,350.00

SURPLUS/DEFICIT	(\$5,213.07)	(\$26,038.24)	(\$13,497.61)	\$7,164.68	(\$36,246.41)	\$5,410.17	(\$66,392.78)	(\$97,169.33)	\$9,650.00
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ELIYAHU WELLNESS CENTRE

Other Accounting Information as at September 30th, 2024

Bank Balance per the Bank	238,424.53
Plus: Outstanding Deposits	534.75
Less: Outstanding Cheques	<u>2,636.26</u>
Bank Balance per the Books	<u>236,323.02</u>
Outstanding Receivables	<u>65,666.12</u>
Outstanding Payables	<u><u> </u></u>
Due to Town	<u>687,862.89</u>

Town of North Rustico Council
REQUEST FOR DECISION
Topic: Extension for Autumn Lane Property Development

Date: Aug 29, 2024	Request No: 2024-09-040 <i>(Office Use Only)</i>
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Person: Leo Doucette	Representing: Leo Doucette
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<p>Background Property on lot 16 Autumn Lane purchased March 2020 and sale agreement was that property would be built on within 5 years.</p>
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<p>Request: That Council approve a two year extension to the sale agreement to allow Mr Doucette time to proceed with building on the lot.</p>
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Advantages	Disadvantages
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	CAO received documentation as per Council for alteration to covenants for one year from the original completion date.
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**Town of North Rustico Council
REQUEST FOR DECISION**

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

Date: Oct 1, 2024	Request No: 2024-010-044 <i>(Office Use Only)</i>
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Person: Councillor David LeClair	Representing: North Rustico Sewer and Water Board
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Background
Section 183.(2)(3) of the *Municipal Government Act* , 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

Request: That Council review and provide readings and approvals for the updated North Rustico Sewer and Water Utility Corporation Bylaw #2024-01

Advantages	Disadvantages
To ensure bylaw has accurate name and provides schedules that it refers to	

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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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 7th 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 7th 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 12th 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 12th day of November 2024.

Approval and Adoption by Council:

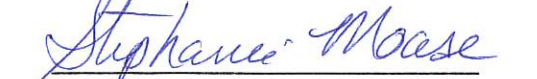
This Sewer and Water Utility Corporation Bylaw, Bylaw# 2024-01, was adopted by a majority of Council members present at the Council meeting held on the 12th day of November 2024.

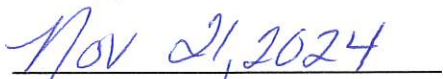
Signatures


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 12th, 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.

**Town of North Rustico Council
REQUEST FOR DECISION
Topic: Approval of New Fire Tanker Purchase**

Date: Nov 8 2024	Request No: 2024-11-047 <i>(Office Use Only)</i>
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Person: Fire Chief Dan Gallant	Representing: North Rustico Fire Dept
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<p>Background Fire Chief Dan Gallant, Deputy Allan Williams and Doug Burridge presented to Council at the Oct 7 2024 meeting, requesting permission to purchase a new tanker truck. The chassis will have to be ordered by the end of 2024. See attached budget.</p>

<p>Request: That Council approve the Fire Dept to purchase a new tanker using their fundraising account at a quote of approx. \$646,000.</p>

Advantages	Disadvantages
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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**North Rustico Fire Department
Purchase Proposal for New Tanker Truck
October 7, 2024**

Review of the New Tanker Truck purchase

Cost	\$568,014
HST	<u>\$ 85,202.10</u>
Total	\$670,216.10
GST Rebate	<u>\$ 29,250.70</u>
Total	\$640,965.40

Equipment	\$ 17,892.00 (hoses, Portable Pump, Ladder, Strainer, and other MISC Equipment)
HST	<u>\$ 2,683.80</u>
Total	\$ 20,575.80
GST Rebate	<u>\$ 894.60</u>
Total	\$ 19,681.20
RGI Funding	<u>\$ 14,760.90</u>
	\$ 4,920.30

Grand Total \$645,885.70

Purchase New Tanker Trunk to replace existing 1997 Freightliner Tanker

- Purchase of New Rescue Vehicle
 - New Freightliner Truck with Regular Cab to seat two Fire Department Members
 - Portable Pump, Hard Suction Hoses, & Barrel Strainer to fill from natural bodies of water
 - This equipment will be purchased in 2024-2025 Budget year to access Rural Growth initiative funding at 75%
 - Two radios currently installed in existing Tanker Truck will be used in the new truck
 - Emergency lighting, siren, charging system, NRRFD decals, and reflective striping to be included in purchase

Current Financing

\$252,000	Current Truck Account Balance
\$324,412	Chase the Ace proceeds as of October 5, 2024
<u>\$ 25,000</u>	Chase the Ace Proceeds as of October 12, 2024
\$601,412	Subtotal
<u>\$640,965.40</u>	Cost of New anker
\$ 39,553.40	Balance Remaining

Moving forward

Chase the Ace has been a tremendous fund-raiser for North Rustico Fire Department. There are currently 10 cards left meaning that the draw will end within the next 10 weeks. The last number of weeks we have been collecting 20,000 to 25,000 per week for each of the six groups involved in Chase the Ace. If we manage to keep this game going for at least two more weeks we will be able to have enough funds to cover the cost of the New Tanker. If we cannot keep this game going, we will be starting another game soon.

The above costing is estimated. Once the engineers complete the specifications and drawings we will receive a firm quote. We will also receive a second quote from a competitor.

The cab and chassis will need to be paid for in full once Fort Garry Fire Trucks receives it. The cost will be \$233,853.40 before taxes. The chassis has an expected delivery date of one year from the order date. The remaining balance of the of the purchase will be due upon delivery of the completed new vehicle which approximately 18 months from the order date.

Please note that manufacturers informed us that there will be new regulation put in place in 2027 and any purchases/orders place after Fall 2024 will need to abide by the new regulations. The regulations will require and different engine to change the emissions output. These changes are estimated to add an additional \$100,000 to the cost of the vehicle.

Should you have any questions, please feel free to reach out.

Allan Williams
Deputy Chief
North Rustico Fire Department
902-393-6820
awilliams@hollandcollege.com

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

Topic: Approval of Bylaw 2024-02 Tax Rate Groups Bylaw

Date: Nov 8 2024	Request No: 2024-11-048 <i>(Office Use Only)</i>
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Person: CAO Stephanie Moase	Representing: Town of North Rustico
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Background In early 2024, while reviewing the upcoming 2024/25 budget, Council identified the need to create different tax rate groups. New tax rate groups must be completed and provided to PEI Tax and Land prior to Dec 31. At the March 14 2024 Special Council meeting it was requested by Council for the new tax rate groups to be created to take effect for the 2025 tax year.
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Request: Council to approve the 2024-02 Tax Rate Groups Bylaw

Advantages	Disadvantages
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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**Town of North Rustico
Tax Rate Groups Bylaw
Bylaw No. 2024-02**

A bylaw to establish tax rate groups in the Town of North Rustico.

This Bylaw is made under the authority of the *Municipal Government Act*, R.S.P.E.I. 1988, Cap. M-12.1 and the *Real Property Tax Act*, R.S.P.E.I. 1988, c R-5.

BE IT ENACTED BY THE COUNCIL OF THE TOWN OF NORTH RUSTICO as follows:

1. Title

1.1. This bylaw may be cited and referred to as the "Tax Rate Groups Bylaw."

2. Scope

2.1. This bylaw applies to all real property within the boundaries of the Town that is liable each calendar year to taxation by the Town.

3. Definitions

3.1. In this Bylaw:

- (a) "Act" means the *Municipal Government Act*, R.S.P.E.I., 1988 Cap. M012.1, as may be amended from time to time, or any successor act;
- (b) "Council" means the mayor and other members of the Town's Council;
- (c) "Resident Person" means a person who resides in the province for 183 consecutive days or more each taxation year.
- (d) "Non-Resident Corporation" means a corporation wherein 50% or more of the voting shares of the corporation are not held by persons who qualify as residents pursuant to subsection (f) above.
- (e) "Tax rate group" means, in accordance with section 159 of the Act, commercial or non-commercial real property in a municipality that has similar specified attributes, such attributes include, but are not necessarily limited to:
 - (a) access to municipal services not available in other areas of the municipality;
 - (b) access to a higher level of municipal services than that available in other areas of the municipality;
 - (c) geographic location in the municipality;
 - (d) property use; or
 - (e) property ownership.
- (f) "Town" means the Town of North Rustico.

4. General

4.1. Council, through this bylaw, establishes tax rate groups within the Town of North Rustico and may apply different tax rates to each group.

5. Tax Groups

- 5.1. The Town hereby establishes under this bylaw, the following Tax Rate Groups:
- (a) non-commercial, resident;
 - (b) non-commercial, non-resident person/corporation;
 - (c) multi-unit buildings, resident person/corporation;
 - (d) multi-unit buildings, non-resident person/corporation; and
 - (e) commercial.

6. Establishing Group Rates

- 6.1. The tax rates for each Tax Rate Group shall be established by resolution of Council on an annual basis prior to March 31st.
- 6.2. A description of each Tax Rate Group is included in Schedule "A" hereto annexed and forms part of this Bylaw.

7. Notification

- 7.1. Council shall notify the Provincial Tax Commissioner in writing regarding rate or rates of taxation to be set for the period of January to December prior to March 31 of the year to which rates apply.
- 7.2. Where the Town is restructured, Council shall notify the Provincial Tax Commissioner of the restructuring on or before September 30 of the preceding calendar year.
- 7.3. Where Council has established or changed a Tax Rate Group, Council shall notify the Provincial Tax Commissioner on or before December 31 of the preceding calendar year.

8. Restrictions on Rate Setting

- 8.1. Council shall not approve a change to a tax rate to take effect at any time except on January 1 of the year in which the new tax rate applies.
- 8.2. Council shall not approve a change to a tax rate to apply for a period of time less than a full calendar year.

9. Enforcement

- 9.1. The Minister of Finance collects and is responsible for enforcing the collection of taxes on behalf of the Town.

10. Severability

- 10.1. If any provision in this bylaw is deemed to be invalid for any reason, then that provision shall be severed from this bylaw and all remaining provisions shall remain valid and in force.

11. Repeal

11.1. All previous bylaws of the Town pertaining to tax rate groups are hereby repealed including, without limitation, the Tax Rate Groups Bylaw, Bylaw #2020-07.

12. Effective Date

12.1. The Tax Rate Groups Bylaw, Bylaw #2024-02 shall be effective on the date of approval and adoption below.

First Reading:

This Tax Rate Groups Bylaw, Bylaw No. 2024-02, was read a first time at the Council meeting held on the 12 day of November 2024.

This Tax Rate Groups Bylaw, Bylaw No. 2024-02, was approved by a majority of Council members present at the Council meeting held on the 12 day of November 2024.

Second Reading:

This Tax Rate Groups Bylaw, Bylaw No. 2024-02, was read a second time at the Council meeting held on the xx day of xx, 2024.

This Tax Rate Groups Bylaw, Bylaw No. 2024-02, was approved by a majority of Council members present at the Council meeting held on the xx day of xx, 2024.

Approval and Adoption by Council:

This Tax Rate Groups Bylaw, Bylaw No. 2024-02, was adopted by a majority of Council members present at the Council meeting held on the xx day of xx 2024.

The Tax Rate Groups Bylaw is declared to be passed on the xx day of xx 2024.

WITNESS the corporate seal of the Town.

Mayor (signature sealed)

Chief Administrative Officer (signature sealed)

This Tax Rate Groups Bylaw adopted by the Council of the Town of North Rustico on November 12th, 2024 is certified to be a true copy.

Chief Administrative Officer (signature sealed)

Date

Schedule A
Town of North Rustico Tax Rate Groups

This Schedule forms part of this bylaw

Tax Rate Group Name	Description
Non-commercial, resident	Non-commercial property owned by a resident person or corporation
Non-commercial, non-resident person/corporation	Non-commercial property owned by a non-resident person or corporation
Multi-unit buildings (3 or more), resident person/corporation	All multi-unit buildings non-commercial
Multi-unit buildings (3 or more), non-resident person/corporation	All multi-unit buildings non-commercial
Commercial	Commercial property

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

Topic: Approval of Engagement for Resolve Advisory Services

Date: Nov 8 2024	Request No: 2024-11-049 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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Background As part of the FPEI loan, the Town of North Rustico agreed to engage Resolve Advisory Services to work with contractors and administer the funds as set out in the original budget through a trust with the Town's legal counsel.
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Request: Council to approve the engagement of Resolve Advisory Services at a rate of \$300/hr to oversee the administration of the FPEI loan funds.

Advantages Allows oversight for the administration of the loan funds for the purpose of completing the capital projects for the Eliyahu Wellness Centre and the paying of the contractors to release liens.	Disadvantages
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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**Town of North Rustico Council
REQUEST FOR DECISION**

Topic: Approval of Property Use for ATV Trail

Date: Nov 8 2024	Request No: 2024-11-050 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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Background Council received a request for use of part of a municipal property to accommodate an ATV trail from Taylor Buote of Red Isle ATV Club #3

Request: Council to approve the use of the municipal property for ATV Trail..

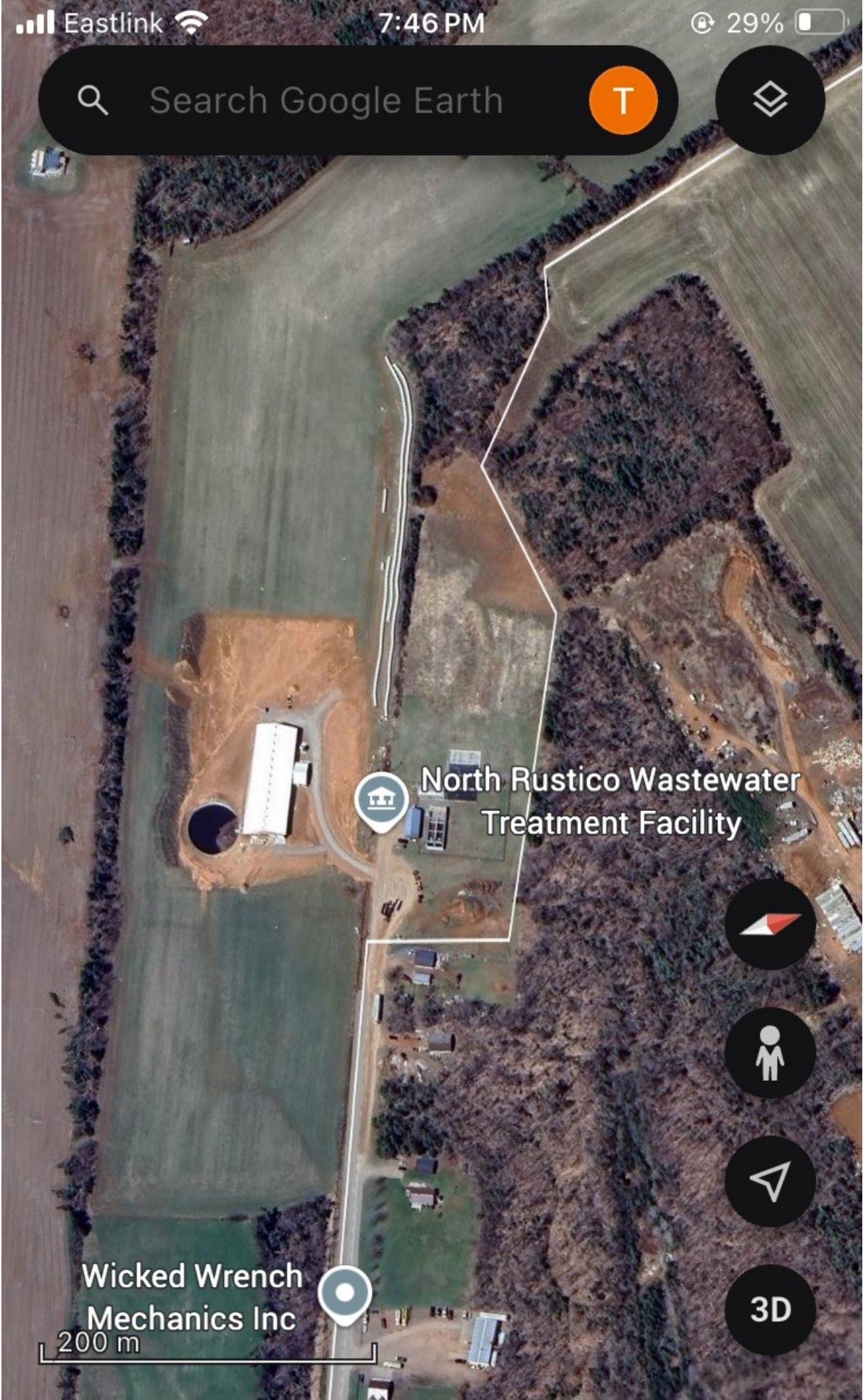
Advantages	Disadvantages
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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Search Google Earth



North Rustico Wastewater Treatment Facility



Wicked Wrench Mechanics Inc

200 m



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

Topic: Approval of Snow Tender for Wellness Centre

Date: Nov 8 2024	Request No: 2024-11-051 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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Background A tender was issued on Oct 7 for snow removal for the Wellness Centre with a closing date of Oct 18 2024. An Addendum was issued on Oct 10 with an extended closing date of Nov 1. Tender and addendum were sent to both bidders from previous year. Only one bid was received.
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Request: Council to approve the tender bid from Snowie Road Construction for snow removal at the Wellness Centre.

Advantages	Disadvantages
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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2025 Town of North Rustico Council Regular Meeting Schedule:

Monday, January 6, 2025, 6pm
Monday, February 3, 2025, 6pm
Monday, March 3, 2025, 6pm
Tuesday, April 7, 2025, 6pm
Monday, May 5, 2025, 6pm
Monday, June 2, 2025, 6 pm
Monday, July 7, 2025, 6 pm
Monday, August 4, 2025, 6 pm
Tuesday, September 2 , 2025, 6pm
Monday, October 6, 2025, 6pm
Monday, November 3, 2025, 6pm



Stephanie Moase <smoase@northrustico.com>

Black History Month Flag-Raisings

1 message

Lori Mayne <lmayne@fpeim.ca>
To: Lori Mayne <lmayne@fpeim.ca>

Thu, Oct 24, 2024 at 3:43 PM

Good afternoon,

I am writing to share the opportunity to participate in Black History Month 2025 flag-raising events. The Black Cultural Society of PEI is planning the flag-raising for Feb. 3-5. A small team from the society will attend, and a short ceremony may be possible.

The chosen Pan-African Flag represents all members of the African diaspora, and the society hopes to see it displayed in even more municipalities in 2025. The 2024 participants included the City of Charlottetown; the Towns of Three Rivers, Borden-Carleton, Cornwall, Kensington, and Stratford; UPEI; and the RCMP.

To organize a flag-raising, please contact Reequal Smith, the society's program and events coordinator, at programs@bcspei.ca, **by Nov. 30**. Please also indicate if you need a new or replacement flag or will use your flag from your previous Black History Month event. (Each flag costs about \$125, which can be invoiced to you.)

Best,

Lori

Lori Mayne (she/her)

Communications and Member Services Officer

Federation of PEI Municipalities
(902) 566-1493

