

TOWN OF NORTH RUSTICO
REGULAR COUNCIL MEETING AGENDA
MONDAY MARCH 3, 2025 @ 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 Feb 3, 2025,@ 6:00PM
 - 4.1 Business Arising from the Minutes
- 5. Delegations & Special Speakers**
- 6. Reports**
 - 6.1 Wellness Centre GM Report
 - 6.2 CAO Report
 - RFD 2025-03-017 Apply for Jobs for Youth Funding
- 7. Committee Reports**
 - 7.1 Sewer and Water Utility Board
 - RFD 2025-03-018 Simon Drive Water and Wastewater Extension
 - 7.2 Planning Board
 - RFD 2025-03-019 Appoint Development Officer
 - RFD 2025-03-020 Review of Sub Division Application Edgewater Estates
 - 7.3 Rec & Events Committee
 - 7.4 Wellness Centre Advisory Committee
 - 7.5 EMO Committee
 - 7.6 Finance & Infrastructure Committee
 - RFD 2025-03-021 Date for Special Meeting for Budget
 - RFD 2025-03-022 Change order Boardwalk Engineering/Project Management
 - RFD 2025-03-023 Change order for Boardwalk
 - 7.7 North Rustico Lighthouse Committee- No meeting
 - 7.8 Wellness Centre Fundraising Committee
- 8. New Business**
 - 8.1 In Camera as per MGA Section 119 1(f) Review of legal advice
 - 8.2 Credit Card Payments
- 9. Correspondence**
 - 9.1 FPEIM Meeting April 2025- Reminder of Meeting April 28 2025
 - 9.2 MGA and State of the Island Report
- 10. Next Meeting Date – Monday April 7th, 2025, at 6:00PM**
- 11. Adjournment**

**Town of North Rustico
Regular Council Meeting Minutes
Monday March 3rd, 2025, at 6:00PM**

PRESENT:**Mayor****Councillors****Staff****Regrets****Others**

Heather McKenna

Margaret Goulding, David LeClair, Linda McFalls, Michelle
Pineau and Donna Coll

Stephanie Moase, Sheri Dykstra Prosser

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 Donna Coll and seconded by Councillor Linda McFalls that the agenda be approved as presented.

**(5-0) MOTION CARRIED
(2025-03-044)**

3. DECLARATIONS OF CONFLICT OF INTEREST

Nil

4. ADOPTION OF PREVIOUS MINUTES

It was moved by Councillor Donna Coll and seconded by Councillor Margaret Goulding that the minutes from the Regular Council Meeting February 3rd, 2025, be approved as presented.

**(5-0) MOTION CARRIED
(2025-03-045)**

4.1 Business Arising from the Minutes

It was brought to Council's attention that there were two errors in the information brought to the January meeting as recommendations from the Wellness Centre Advisory Committee for ice rental proposed rates. The peak time rate should have been 240 instead of 234.60 and the off peak rate should have been 165 instead of 158.36.

It was moved by Councillor Margaret Goulding and seconded by Councillor David LeClair that the new ice rental rates be updated to reflect the Wellness Advisory Committee recommendation, peak time rate 240 instead of 234.60 and the off peak rate 165 instead of 158.36.

**(5-0) MOTION CARRIED
(2025-03-046)**

5. DELEGATIONS & SPECIAL SPEAKERS- NIL**6. REPORTS****6.1 Wellness Centre GM Report**

Council reviewed the report. The additional floor scrubber will be purchased in the new budget year. It was suggested that we could try to get a sponsor to purchase the additional scrubber.

6.2 CAO Report

Council reviewed the report.

RFD 2025-03-017

It was moved by Councillor Margaret Goulding and seconded by Councillor Michelle Pineau that the COA Stephanie Moase apply for Jobs for Youth Funding.

**(5-0) MOTION CARRIED
(2025-03-047)**

7. COMMITTEE REPORTS**7.1 Sewer and Water Utility Board**

Chair David LeClair presented the report. He stated the old pumphouse on Hilltop Ave was damaged in Fiona and the board have been awaiting Lenny to get quotes for options on repair or decommissioning and removal of the building. There have been complaints of the mess, David will continue to move forward on this item. There is also quotes required to repair Fiona damage to the greenhouse on Timber Lane. It was asked when fire hydrants are flushed, David will check with Lenny on this. Lenny received quotes for extending the water/sewer lines on Simon Dr. and the Utility Board stated this was a priority project. CAO has created a Capital Investment Plan for the project.

RFD 2025-03-018

Council reviewed the Capital Investment Plan to extend the sewer and water lines to the end of Simon Dr.

It was moved by Councillor David LeClair and seconded by Councillor Donna Coll that the Simon Drive Water and Wastewater Extension capital investment plan be approved

**(5-0) MOTION CARRIED
(2025-03-048)**

7.2 Planning Board

Council reviewed the permit report. Vice Chair Michelle Pineau stated the last meeting was primarily regarding the subdivision application for Edgewater Estates presented by Development Officer Derek French.

RFD 2025-03-0019 Appoint Development Officer

With the resignation of Sandstone Engineering, Council discussed options of future shared services for Planning and Development.

It was moved by Councillor Donna Coll and seconded by Councillor David LeClair that Council appoint Satyajit Sen as the interim development officer for the Town of North Rustico.

**(5-0) MOTION CARRIED
(2025-03-049)**

RFD 2025-03-020 Review of Subdivision Application Edgewater Estates

The developers have requested that the Town have their own engineers to perform the analysis on the sewer and water systems and that if any upgrades are deemed required that the Town share the cost with the developer. Derek French has suggested that the developer should still pay for the analysis and that if funding is available to the Town for any upgrades deemed necessary, they would cost share with the developers.

The developers have provided a drawing showing the project to be completed in three phases.

It was moved by Councillor Donna Coll and seconded by Councillor Margaret Goulding that Council give preliminary approval to the Edgewater Estates subdivision application with conditions for final approval as listed on the permit. The Town will assist with costs for analysis and upgrading sewer and water systems for the development only if funding is available for utility upgrading for new housing developments.

**(5-0) MOTION CARRIED
(2025-03-050)**

7.3 Recreation & Events Committee

Chair Michelle Pineau presented her report. There was some discussion regarding the plans for the Hauling In Day event. The Rec and Events Committee will be reviewing it further.

7.4 Wellness Centre Advisory Committee-

No quorum for February meeting.

7.5 EMO Committee-

Chair Linda McFalls presented her report. Plan to try to get those who have not taken the basic emergency course to get together and do it online. Are we able to review the division of duties between the EMO and the Health and Safety

7.6 Finance & Infrastructure Committee

Council reviewed the February financials and the draft 2025-26 Budget.

Council discussed the dog tags, the Animal Control Bylaw needs to be reviewed, can it be changed to a dog registry.

RFD 2025-03-021 Date for Special meeting for Budget

It was moved by Councillor David LeClair and seconded by Councillor Donna Coll that Council set the date for the Special Meeting for the operational and capital budget approval as March 27th, 2025 at 9:00am, time subject to change if required.

**(5-0) MOTION CARRIED
(2025-03-051)**

RFD 2025-03-022 Change order for Boardwalk Engineering/Project Management

It was moved by Councillor David LeClair and seconded by Councillor Donna Coll that Council approve the increase in engineering services and project management for CBCL in the amount of \$9,600+HST.

**(5-0) MOTION CARRIED
(2025-03-052)**

RFD 2025-03-023 Change order for Boardwalk

It was moved by Councillor David LeClair and seconded by Councillor Linda McFalls that Council approve Change Order 001 Boardwalk Project for Diversified Divers in the amount of \$120,890+HST

**(5-0) MOTION CARRIED
(2025-03-053)**

7.7 North Rustico Lighthouse Committee- No Meeting**7.8 Wellness Centre Fundraising Committee**

Chair Heather McKenna presented her report. Council discussed some fundraising initiatives and is trying to find additional ways to bring the 13 communities into the ongoing operational fundraising for the Wellness Centre.

8. NEW BUSINESS**8.1 In Camera as per MGA Section 119 1(f) Review of legal advice**

It was moved by Councillor Donna Coll and seconded by Councillor David LeClair that Council move in-camera at 7:56pm

**(5-0) MOTION CARRIED
(2025-03-054)**

It was moved by Councillor David LeClair and seconded by Councillor Linda McFalls that Council move out of in-camera at 8:15pm.

**(5-0) MOTION CARRIED
(2025-03-055)**

It was moved by Councillor David LeClair and seconded by Councillor Michelle Pineau that based on legal advice, Council will remove signage with religious references.

**(5-0) MOTION CARRIED
(2025-03-056)**

8.2 Credit Card Payments

Council discussed the rising costs for the Town due to processing credit cards.

It was moved by Councillor Margaret Goulding and seconded by Councillor David LeClair that Council moved to no longer except any credit card payments.

**(5-0) MOTION CARRIED
(2025-03-057)**

9. CORRESPONDENCE

9.1 FPEIM Meeting April 2025- Reminder of Meeting April 28th,2025

Council was reminded to register for the meeting. Only 3 delegates can be voting members. Michelle Pineau will be presenting the resolution so she will be a voting delegate as well as Mayor Heather McKenna and Councillor David LeClair.

9.2 MGA and State of the Island Report

Council will be meeting with consultants for the Province to review the MGA. The agreed date will be April 23 2025. The Province also released the State of the Island report, Council should review.

10. NEXT MEETING– Monday April 7, 2025 at 6:00pm

11. ADJOURNMENT

There being no further business, it was moved by Councillor David LeClair and seconded by Councillor Linda McFalls that the meeting be adjourned at 8:30PM.

**(5-0) MOTION CARRIED
(2025-03-058)**

Mayor Heather McKenna

Date

CAO Stephanie Moase

Date

General Manager's Report – Advisory Committee – February 26, 2025

Canteen:

- Canteen sales steady
- Free delivery of goods proving to be efficient
- 2nd baking oven received from ADL free of charge with purchase of cookie dough

Signage – Sponsors/Advertisers/Facility

- Brad Trivers sponsored the Family Skate on Feb. 17th
- Appreciation sign location determined and design to be planned

Staff/Culture

- Overall staff attendance and performance is stable.

Facility Update

- Zamboni ice melting pit fixed. Functioning properly.
- Faucet/shower hardware issues (locker rooms and ladies changing room) addressed and to be fixed in coming week(s)
- Floor scrubber has been repaired. New scrubber required

General

- Inaugural 5on5 tournament January 31 was very successful.

**TOWN OF NORTH RUSTICO
CAO REPORT
COUNCIL MEETING MARCH 3, 2025**

Sewer & Water

- Lenny received a quote for upgrades to Simon Dr
- Began process for IRAC filing for rate increases
- Lenny reviewing water shutoff at Autumn Lane that sticks up and gets caught by snowplow
- Completed quarterly reports for Fresh Water Extraction and Federal Effluent Flow Reporting

Town

- Contractors completing agreements on deficiencies, working with Resolve/CMEL on operational plans and completing capital through FPEI Loan- ongoing meetings
- Preparing final quarter submission of 2023-2024 MCEG funding claim.
- Working with Stantec and Planning Board on Official Plan and Bylaw Update
- Completed trail map for greenspace trails- need to complete naming
- Working on new draft of Employee Handbook
- Working with Jade to prepare for up-coming councillor by-election
- Began Climate Action Resiliency Training through ClimAtlantic- was unable to complete, too many commitments
- Helping to bring new book keeper Sheri Prosser Dykstra up to date
- Met with RBC February 10 2025 to better familiarize with online portal
- Met with MLA on February 4 and February 21 2025 regarding transportation issues
- Working with Climate Ready Infrastructure Service for assistance in next steps for Firehall
- New RRSP procedure up and running
- Completed 3rd quarter financial report to Province
- Working on 2025-2026 budgets and Public Meeting information for March 11 2025
- Completed CIP for CCBF (gas Tax) funding for new water and sewer lines on Simon Dr
- Completed Funding Application for Active Transportation study
- Attended Canada Housing Infrastructure Fund information session

CAPITAL PROJECTS

- Lenny/David LeClair getting quotes for old water building and greenhouse
- Working with DFO and committee on North Rustico Lighthouse divesture
- Greenspace at Autumn Lane beginning re-forestation plan.
- Boardwalk renewal project underway, Diversified Divers began on Nov 18 2024, expected to be complete by Mar 31 2025. First invoice and funding request submitted to ACOA, met with ACOA Jan 23 2025
- Received funding approval for \$84,000 for Fire Dept new equipment through Rural Growth Initiative

Town of North Rustico Council
REQUEST FOR DECISION
Topic: Apply to Jobs for Youth Funding

Date: Feb 28, 2025	Request No: 2025-03-017 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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Background: The Town has in the past hired students to assist with office duties and provide Fun days in the Park over the summer. This year students will be working with the wellness centre staff as well to provide fun days and will be assisting in landscaping and other maintenance duties, working with Greg the maintenance manager

Request: Council to approve CAO Stephanie Moase to apply to the Jobs for Youth funding for 2 employees.

Advantages	Disadvantages
- JFY pays 100%	

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: Simon Dr Water and Wastewater Extension

Date: Feb 28, 2025	Request No: 2025-03-018 <i>(Office Use Only)</i>
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Person: Councillor David LeClair	Representing: Sewer and Water Utility
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<p>Background</p> <p>The Sewer and Water Utility met and determined the priority projects. The Simon Dr water and wastewater extension is priority as it will provide a closed loop for waterline as well as services for future development.</p>
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<p>Request:</p> <p>Council approve Capital Investment Plan for Simon Dr water and wastewater extension.</p>
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Advantages	Disadvantages
<ul style="list-style-type: none"> -To be prepared for future development along Simon Dr - To provide a closed loop for water line which assists in keeping pressure in the line 	

Required Resources:	Funding for the project through CCBF, MSC and CHIF
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Staff Comments	
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CAO's Review / Comments	
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Planning Board Report to Council March 3 2025

Planning Board Report

The Planning Board met February 20 , 2025. We had a brief look at the January permits which were already shared with Council.

Derek French has given his notice that his company is no longer interested in providing development officer services. We discussed ways to partner with other municipalities or reach out to the Federation.

We had a discussion on how we were going to tackle the By law review.

Thank you.

Councillor Donna Coll, Chair

Town of North Rustico Council
REQUEST FOR DECISION
Topic: Appoint Development Officer

Date: Feb 28, 2025	Request No: 2025-03-018 <i>(Office Use Only)</i>
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Person: Councillor Donna Coll	Representing: Planning Board
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Background Our Development Officers Derek French, Josh Beaton and Joel Legault all of Sandstone Engineering have resigned from the Town. Sandstone Engineering has decided to no longer provide development officer services to municipalities. In speaking with Satyajit Sen, he has offered to provide services while the Federation looks into potential shared services with other municipalities.
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Request: Council appoint Satyajit Sen as the Development Officer for the Town of North Rustico.

Advantages	Disadvantages
-Sen has experience with development in West River -The Town will have someone in place as we continue to explore partnerships for shared services with other municipalities	

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: Review of Sub-division Application 1729SD Edgewater Estates

Date: Feb 28, 2025	Request No: 2025-03-020 <i>(Office Use Only)</i>
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Person: Councillor Donna Coll	Representing: Planning Board
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<p>Background The Planning Board recommended to Council at the last meeting to provide preliminary approval to the Edgewater Estates Sub Division under conditions listed by Development Officer Derek French. The developer is requesting shared costs for any upgrades required to the water and wastewater systems as a result of the development and requests that the Town engage their own engineering firm to provide the analysis.</p>

<p>Request: Council review and make preliminary approval for the sub division with conditions as listed by Derek French.</p>

Advantages	Disadvantages

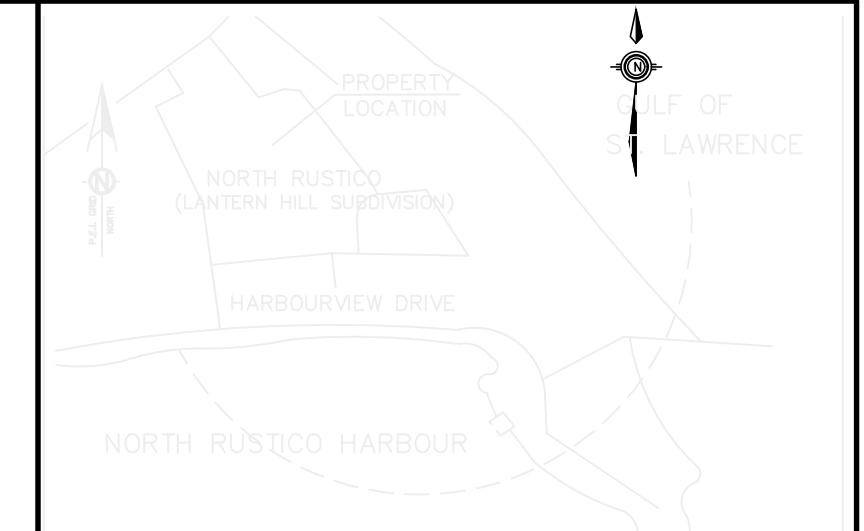
Required Resources:	
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Staff Comments	
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CAO's Review / Comments	A new drawing has been submitted changing the greenspace.
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TOTAL AREA OF PARCEL = 128,108 m²
 TOTAL AREA OF PARK/GREEN SPACE = 12,812 m²



- Location Plan:**
 PLAN - NOT TO SCALE
- 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.
 - EXCESS FILL MATERIAL FROM CONSTRUCTION ACTIVITIES TO BE PLACED FOR INFILL OF LOTS OR STOCKPILED AS DIRECTED BY THE ENGINEER. EXCESS TOPSOIL MATERIAL TO BE STOCKPILED ON SITE AS DIRECTED BY THE ENGINEER.
 - 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.
 - SURVEY & TOPO DATA COLLECTED IN SUMMER OF 2024.

LEGEND:

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

3			
2			
1			
	C.M.	SKETCH	02/24/25
No.	By	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 7L3
 Phone: (902) 626-6620, Fax: (902) 892-8620

Engineer's Seal

Project Title

NORTH RUSTICO SUBDIVISION
 North Rustico, PEI

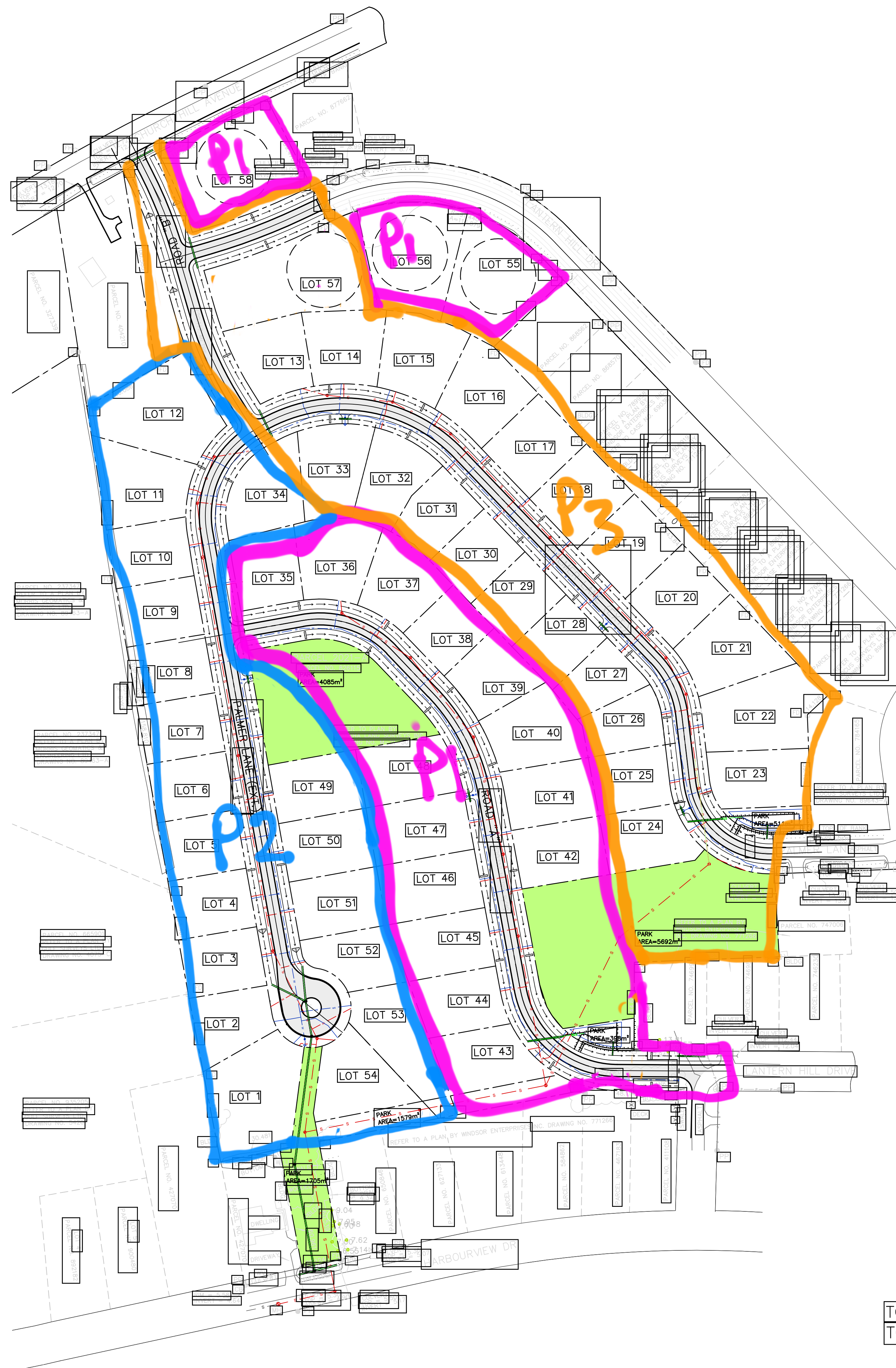
Drawing Title

OVERALL SITE PLAN

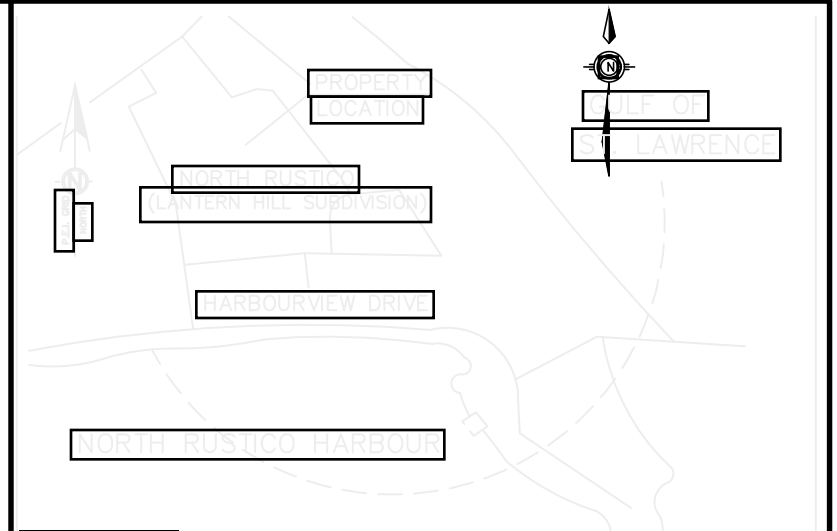
Project No. 222015	Date June, 2024
Checked C.M.	Scale 1:1250
Drawn K.K.	File Name

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



TOTAL AREA OF PARCEL = 128,108 m²
 TOTAL AREA OF PARK/GREEN SPACE = 12,812 m²



Location Plan

- 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.
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 - SURVEY & TOPO DATA COLLECTED IN SUMMER OF 2024.

LEGEND:

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

13			
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	C.M.	SKETCH	02/24/25
No.	By	Description	Date
R E V I S I O N S			

(Consultant)
SC Engineering (2005) Inc.
 Consulting Engineers & Project Managers
 116 Great George Street, Landing Place
 P.O. Box 731, Windsor, Ontario, N9A 7L3
 Phone: (416) 526-8621, Fax: (416) 592-8620

Engineer's Seal
 Project Title
NORTH RUSTICO SUBDIVISION
 North Rustico, PEI

Drawing Title
OVERALL SITE PLAN

Project No. 222015 Date June, 2024
 Checked C.M. Scale 1:1250
 Drawn K.K. File Name

This drawing is the property of SC 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. 19

Town of North Rustico

Application

MEMO

File: 1729

January 16, 2025

Applicant:

Proposed development: Edge Water Estates Subdivision

(application to subdivide 58 single family dwelling lots from pid no. 826115, remaining portion of Lantern Hill Subdivision)

1. Application received December 18, 2024 to subdivide 58 single family dwelling lots from pid no. 826115, remaining portion of Lantern Hill Subdivision. Recently zoned R1 (single family dwelling residential)
2. The proposed development of 58 single family dwelling lots is consistent with the existing area and is recommended for preliminary approval subject to the following:
 - A) As per Preliminary Overall Site Plan, project no. 222015, dated June 2024 prepared by SCL Engineering, the street(s) design and storm water management to be reviewed and approved by the PEI Department of Transportation and Infrastructure (DTI) and the Town of North Rustico.
 - B) Proposed lots 55, 56, 57 and 58 shall be connected to the Town's water system. All other lots (1 through 54) shall be connected to both the Town's water and sewer systems.
 - C) The proposed 10% Park / Open Space shall be approved by the Town of North Rustico. The proposed park space between lots 35 and 36 be converted to a lot (that meets the standards of the development bylaw) and an equivalent size be moved to lot 42 location to be consolidated with the existing proposed park space.

- D) The applicant's engineer is to confirm that the existing municipal sewer and water services have the capacity to service the proposed 58 single family dwelling lots.
- E) If the existing municipal sewer and/or water servicing needs to be upgraded, all costs will be the responsibility of the applicant.
- F) The applicant shall be responsible for all costs incurred to connect to the existing municipal sewer and water servicing. The proposed water main shall be installed on Road B and connected to the existing water main on Church Hill Avenue.
- G) The applicant shall be responsible for all costs incurred to connect to the existing storm water management system. Any upgrades necessary to the existing storm water management system shall be the financial responsibility of the applicant.
- H) Any necessary sewer, water or storm water easements shall be reviewed and approved by DTI and the Town.
- I) It is assumed that the subdivision shall be completed in one phase. If multiple phases are proposed, they shall be reviewed and approved by DTI and the Town.
- J) It has been reported that a burial site may exist on the subject lands. The Town was not able to confirm whether or not any exist. If the applicant wishes to proceed with the development and evidence of a burial site is found, the construction will have to be stopped immediately and be reviewed by officials. The Town or its staff cannot be held responsible in any way for the possibility of delays and any costs that may be incurred directly or indirectly.

3. Final approval shall be subject to the following:

- A) Copy of the applicant's Engineer's review of the Town's sewer, water and storm water capacities confirming there is available capacity or if any upgrades are necessary shall be submitted to the Town for review.
- B) Copy of the Engineering Plans approved for construction shall be submitted to the Town.
- C) Copy of the Storm Water Management Plans approved for construction shall be submitted to the Town.
- D) Copy of the Erosion Control Plans approved for construction shall be submitted to the Town.
- E) Copy of the Lot Grading Plans approved for construction shall be submitted to the Town.
- F) Seven copies of the legal survey plan signed by a Prince Edward Island Land Surveyor.
- G) Copy of the on-site septic permits for lots 55, 56, 56 and 57.
- H) No single family dwelling development permits shall be issued until DTI has confirmed the roads have been approved and the Town has confirmed the sewer, water and storm water have been approved.

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

Recreation and Events Committee Report

February 2025 for March Regular Council Meeting

Recreation and Events Committee Report for Council – March 2025 Submitted by Michelle Pineau

The Recreation and Events committee met on Wednesday February 12th, 2025, at 10:00am to accommodate enough members to achieve quorum. We did achieve quorum, with four members present and three absent, and had a productive working meeting.

Going forward, due to members' scheduling preferences, meetings will be held on Tuesdays at 9am.

Canada Day

We reviewed the Canada Day To-Do List and things are coming together. It came to our attention that the Bingo was missed, but bring it back will require volunteers. Perhaps it serves as a fundraising event for the Wellness Centre, which will be discussed with the Advisory and Fundraising Committees. The Canada Day 2025 theme is ***True Patriot Love***.

Music in the Park

The Music in the Park line-up is well underway. Pop-up vendor payments will be processed by staff and/or town volunteers to keep things tight, rather than external volunteers.

Hauling in Day

A sub-committee for Hauling in Day planning has been formed between the Town, the Rustico Surf Club and possibly the CCTP. We had scheduled a working group meeting for February 18, but it was cancelled due to inclement weather. It will be rescheduled at our next Rec and Events meeting.

Green Space

We discussed the consolidation of green space within the proposed Edgewater Estates development, with ideas such reforestation, a picnic area or dog park floated.

Next meeting: Tuesday March 11th, 2025 at 9am.

Wellness Centre Advisory Committee Report to Council March 3 2025

There was no meeting as we did not have enough people. We did talk about fund raising problems eg some will not do it. We also discussed changes to ice payment policy

Thank you

Chair Margaret Goulding

EMO Committee Report to Council March 3 2025

EMO OHS meeting held Feb 25/25

Plan:

1. basic emergency training for new members of the committee will be arranged along with a refresher for existing members. This will be arranged for the month of March and future EMO meetings and refreshers will be determined
2. Decide on a full day of training with the province. Another option is doing it together as a committee ourselves.
3. EMO coordinator to assign sub groups and determine tasks. We have to update existing plan regarding members, contacts as changes to the town
4. Plan for coordinator is to meet with all people assigned in the sub groups. Eg. Volunteers, fire etc , to discuss duties

OHS

Recommendation: WHIMS training for EWC employees and town employees as needed. May add as a requirement for EMO as well

Chair, Linda McFalls

Sewer & Water Utility Corporation Budget 2024-2025

	APRIL 2024 EST ACTUAL	MAY 2024 EST. ACTUAL	JUNE 2024 EST ACTUAL	JULY 2024 EST. ACTUAL	AUGUST 2024 EST. ACTUAL	SEPTEMBER EST. ACTUAL	OCTOBER EST. ACTUAL	NOVEMBER EST. ACTUAL	DECEMBER EST. ACTUAL	JANUARY EST. ACTUAL	2024-2025 Q3 YTD Actual	2024/2025 Budget
REVENUE												
WATER REVENUE	\$46,178.00	\$50.00	\$0.00	\$45,712.71	\$0.00	\$0.00	\$47,050.21	\$0.00	\$66.39	\$42,172.89	\$181,230.20	\$171,000.00
SEWER REVENUE	\$51,226.89	\$50.00	\$0.00	\$50,621.60	\$0.00	\$0.00	\$50,885.50	\$966.39	\$0.00	\$47,238.49	\$200,988.87	\$195,000.00
INTEREST & MISC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23.06	\$0.00	\$0.00	\$0.00	\$0.01	\$23.07	\$200.00
TOTAL WATER & SEWER REVENUE	\$97,404.89	\$100.00	\$0.00	\$96,334.31	\$0.00	\$23.06	\$97,935.71	\$966.39	\$66.39	\$89,411.39	\$382,242.14	\$366,200.00

	APRIL 2024 EST ACTUAL	MAY 2024 EST. ACTUAL	JUNE 2024 EST ACTUAL	JULY 2024 EST. ACTUAL	AUGUST 2024 EST. ACTUAL	SEPTEMBER EST. ACTUAL	OCTOBER EST. ACTUAL	NOVEMBER EST. ACTUAL	DECEMBER EST. ACTUAL	JANUARY EST. ACTUAL	2024-2025 Q3 YTD Actual	2024/2025 Budget
EXPENSES												
WATER ADMINISTRATION	\$6,072.04	\$5,870.83	\$4,395.79	\$7,021.34	\$4,528.88	\$4,641.00	\$10,875.78	\$5,015.12	\$4,940.59	\$7,414.77	\$60,775.90	\$80,600.00
WATER PROFESSIONAL EXPENSES	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$5,799.75	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$29,807.25	\$39,200.00
WATER INFRASTRUCTURE	\$1,688.05	\$1,502.17	\$2,989.83	\$1,995.09	\$2,021.59	\$1,655.10	\$2,044.77	\$1,497.04	\$2,181.97	\$2,200.95	\$19,776.56	\$32,600.00
WATER REPAIR & MAINTENANCE	\$923.95	\$6,562.80	\$1,636.58	\$3,472.74	\$14,471.27	\$1,368.40	\$2,356.90	\$1,040.25	\$4,043.14	\$708.68	\$36,584.71	\$18,700.00
SEWER ADMINISTRATION	\$9,240.76	\$8,764.74	\$7,726.03	\$10,941.06	\$7,859.10	\$7,971.24	\$14,205.99	\$8,345.34	\$8,270.81	\$8,245.10	\$91,570.17	\$122,000.00
SEWER PROFESSIONAL EXPENSES	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$5,799.75	\$2,667.50	\$2,667.50	\$2,667.50	\$2,667.50	\$29,807.25	\$0.00
SEWER INFRASTRUCTURE	\$3,176.89	\$2,559.74	\$3,890.49	\$2,940.35	\$2,812.40	\$2,487.89	\$2,538.99	\$2,189.11	\$2,728.81	\$3,129.81	\$28,454.48	\$40,800.00
SEWER REPAIR & MAINTENANCE	\$580.53	\$21.54	\$22.35	\$53.83	\$0.00	\$787.89	\$1,075.18	\$1,961.25	\$394.16	\$43.31	\$4,940.04	\$19,200.00
TOTAL EXPENSES	\$27,017.22	\$30,616.82	\$25,996.07	\$31,759.41	\$37,028.24	\$30,511.02	\$38,432.61	\$25,383.11	\$27,894.48	\$27,077.62	\$301,716.36	\$353,100.00
SURPLUS/DEFICIT	\$70,387.67	-\$30,516.82	-\$25,996.07	\$64,574.90	-\$37,028.24	-\$30,487.96	\$59,503.10	-\$24,416.72	-\$27,828.09	\$62,333.77	\$80,525.78	\$13,100.00

NORTH RUSTICO SEWER & WATER

Other Accounting Information as at January 31, 2025

RBC Bank Balance	33,904.89
Plus: Outstanding Deposits	1,391.89
Less: Outstanding Cheques	5,498.90
Bank Balance per the Books	<u>29,797.88</u>
PCU Bank Balance Operating Account	131,455.87
PCU Bank Balance Reserve Account	48,386.68
Outstanding Receivables	49,439.28
Outstanding Payables	95,193.62

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	OCTOBER EST. ACTUAL	NOVEMBER EST. ACTUAL	DECEMBER EST. ACTUAL	JANUARY EST. ACTUAL	2024-2025 YTD Q3	2024/2025 Budget
PROPERTY TAX ASSESSMENT	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 55,071.55	\$ 53,342.64	\$ 548,986.59	\$ 627,408.00
RETAIL SPACE	\$ 2,500.00	\$ 1,000.00	\$ 1,030.00	\$ 1,030.00	\$ 1,030.00	\$ 13,038.77	\$ 2,430.00	\$ 1,030.00	\$ -	\$ -	\$ 23,088.77	\$ 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	\$ -	\$ -	\$ 2,341.54	\$ 47.83	\$ 13,343.52	\$ 12,500.00
OTHER GRANTS (Planning)	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 882.45	\$ 867.36	\$ 8,809.41	\$ 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
INTEREST REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11.05	\$ -	\$ -	\$ 11.05	
WELLNESS CENTRE CAPITAL SPONSORSHIPS	\$ 12,500.00	\$ 20,000.00	\$ -	\$ 3,000.00	\$ 14,690.45	\$ 4,000.00	\$ -	\$ 1,000.00	\$ 7,000.00	\$ 109,017.00	\$ 146,207.45	\$ 150,000.00
DEVELOPMENT PERMITS	\$ 614.67	\$ 1,528.60	\$ -	\$ 130.00	\$ 30.00	\$ 982.56	\$ 71.60	\$ -	\$ 3,471.46	\$ 30.00	\$ 6,858.89	\$ 6,000.00
SALE OF TOWN PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
OTHER /DOG TAGS/MISC	\$ -	\$ -	\$ 200.00	\$ -	\$ 100.00	\$ 2,769.44	\$ -	\$ 50.00	\$ -	\$ 163.00	\$ 3,282.44	\$ 500.00
SEWER & WATER ADMIN FEE & WAGES	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 24,000.00
STREETLIGHTS/STONES DONATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
TOTAL REVENUE	\$ 81,778.49	\$ 96,730.15	\$ 60,744.00	\$ 76,854.75	\$ 72,935.45	\$ 80,572.17	\$ 68,455.60	\$ 58,045.05	\$ 68,767.00	\$ 163,467.83	\$ 827,277.94	\$ 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	OCTOBER EST. ACTUAL	NOVEMBER EST. ACTUAL	DECEMBER EST. ACTUAL	JANUARY EST. ACTUAL	2024-2025 YTD - Q3	2024/2025 Budget
ADMINISTRATION	\$ 15,213.34	\$ 27,751.83	\$ 19,438.80	\$ 28,253.57	\$ 21,422.66	\$ 20,274.03	\$ 29,069.33	\$ 46,078.21	\$ 28,999.32	\$ 23,541.39	\$ 273,774.32	\$ 315,400.00
ADVERTISING & NEWSLETTER & PROMOTION	\$ -	\$ 194.81	\$ 91.08	\$ 89.17	\$ 86.13	\$ 101.38	\$ 86.59	\$ 0.00	\$ 69.30	\$ 396.00	\$ 1,114.46	\$ 2,500.00
ARENA LOAN & INTEREST	\$ 21,506.90	\$ 20,813.13	\$ 21,506.90	\$ 20,207.82	\$ 20,598.94	\$ 20,063.48	\$ 18,787.69	\$ 18,922.72	\$ 17,320.99	\$ 16,920.56	\$ 196,649.13	\$ 297,000.00
INFRASTRUCTURE	\$ 8,162.60	\$ 3,890.88	\$ 5,876.09	\$ 6,938.76	\$ 3,578.00	\$ 3,011.71	\$ 6,871.60	\$ 4,477.84	\$ 3,687.03	\$ 9,134.19	\$ 55,628.70	\$ 54,050.00
FIRE PROTECTION	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 3,805.75	\$ 4,549.16	\$ 4,549.16	\$ 4,549.16	\$ 4,549.16	\$ 4,549.16	\$ 41,774.55	\$ 54,590.00
OFFICE & BUILDING	\$ 4,584.32	\$ 2,317.83	\$ 4,162.70	\$ 1,818.84	\$ 1,804.58	\$ 1,752.76	\$ 1,693.47	\$ 2,016.14	\$ 2,471.56	\$ 1,139.06	\$ 23,761.26	\$ 35,300.00
PROFESSIONAL SERVICES	\$ 1,678.78	\$ 4,759.45	\$ 4,974.42	\$ 16,639.68	\$ 2,031.49	\$ 17,611.42	\$ 5,176.07	\$ 5,394.70	\$ 20,208.80	\$ 13,876.74	\$ 92,351.55	\$ 78,500.00
RENTAL PROPERTIES	\$ 613.37	\$ 563.24	\$ 1,440.78	\$ 408.25	\$ 1,179.27	\$ 350.12	\$ 217.30	\$ 573.26	\$ 881.35	\$ 1,566.31	\$ 7,793.25	\$ 6,800.00
SPECIAL EVENTS	\$ 1,336.90	\$ 24,508.49	\$ 3,299.12	\$ 30,024.87	\$ 2,548.93	\$ 1,602.39	\$ 224.27	\$ 1,409.15	\$ 3,254.50	\$ 2,263.75	\$ 70,472.37	\$ 62,250.00
TRANSFER TO WELLNESS OPERATING			\$ -	\$ -	\$ -	\$ -	\$ 100,000.00		\$ -	\$ -	\$ 100,000.00	\$ 100,000.00
TOTAL EXPENSES	\$ 56,901.96	\$ 88,605.41	\$ 64,595.64	\$ 108,186.71	\$ 57,055.75	\$ 69,316.45	\$ 166,675.48	\$ 83,421.18	\$ 81,442.01	\$ 73,387.16	\$ 863,319.59	\$ 1,006,390.00
SURPLUS / DEFICIT:	\$ 24,876.53	\$ 8,124.74	-\$ 3,851.64	-\$ 31,331.96	\$ 15,879.70	\$ 11,255.72	-\$ 98,219.88	-\$ 25,376.13	-\$ 12,675.01	\$ 90,080.67	-\$ 36,041.65	\$ 518.00

Other Accounting Information as at January 31, 2025

RBC Bank Balance	382,172.32
Plus: Outstanding Deposits	21,281.28
Less: Outstanding Cheques	53,298.31
Bank Balance per the Books	<u><u>350,155.29</u></u>
Less Committed Funds- Boardwalk Donations	265,395.80
Total Uncommitted Funds	<u><u>84,759.49</u></u>
RBC Gas Tax Account	<u><u>217,387.41</u></u>
PCU Operating Account	179,112.95
Less Committed Funds- Hauling In Day	12,500.00
	<u><u>166,112.95</u></u>
PCU Capital Reserve Account	114,719.30
Less Committed Funds- EMO Reserve	500.00
Less Committed Funds- Fiona Insurance	112,295.87
	<u><u>2,423.43</u></u>
Outstanding Receivables	82,105.41
Less Ice Rentals	47,685.91
	<u><u>34,419.50</u></u>
Outstanding Payables	<u><u></u></u>

Wellness Centre Budget 2024-2025

ACCOUNT	REVENUE	APRIL EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	SEPT. EST. ACTUAL	OCTOBER EST. ACTUAL	NOVEMBER EST. ACTUAL	DECEMBER EST. ACTUAL	JANUARY EST. ACTUAL	2024/2025 YTD - Q3 Actual	2024/2025 Budget
	Ice Rental	\$29,146.11	\$24,801.46	\$22,263.92	\$47,268.62	\$6,304.34	\$38,983.77	\$32,405.00	\$44,454.89	\$39,877.50	\$37,691.20	\$323,196.81	\$450,500.00
	Room Rental	\$3,555.37	\$4,741.67	\$4,136.34	\$3,320.42	\$3,184.17	\$3,526.65	\$3,290.44	\$3,451.66	\$3,365.42	\$3,426.66	\$35,998.80	\$58,000.00
	Fitness Centre	\$5,353.80	\$6,461.24	\$6,358.70	\$7,443.85	\$8,096.36	\$6,503.25	\$5,536.98	\$7,715.46	\$9,573.81	\$8,189.74	\$71,083.19	\$88,000.00
	Food Service	\$4,861.39	\$2,913.71	\$260.16	\$33.25	\$31.75	\$814.54	\$173.18	\$4,956.56	\$7,815.59	\$8,304.08	\$30,502.47	\$61,000.00
	Other Programs & Services	\$30.00	\$36.00	\$12.00	\$0.00	\$0.00	\$12.00	\$18.00	\$48.00	\$47.75	\$73.04	\$276.79	\$1,000.00
	Fundraising/Donations/Spons	\$755.75	\$0.00	\$1,200.00	\$1,000.00	\$0.00	\$1,300.00	\$1,500.00	\$1,000.00	\$2,500.00	\$1,500.00	\$10,755.75	\$44,000.00
4680	Town Operating Grant		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00
	Government Grants	\$0.00	\$0.00	\$0.00	\$4,101.12	\$0.00	\$1,025.28	\$8,500.00	\$8,825.86	\$0.00	\$0.00	\$22,452.26	\$12,500.00
		\$43,702.42	\$38,954.08	\$34,231.12	\$63,167.26	\$17,616.62	\$52,165.49	\$151,423.60	\$70,452.43	\$63,180.07	\$59,184.72	\$594,266.07	\$815,000.00

ACCOUNT	EXPENSES	APRIL 2024 EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	SEPT. EST. ACTUAL	OCTOBER EST. ACTUAL	NOVEMBER EST. ACTUAL	DECEMBER EST. ACTUAL	JANUARY EST. ACTUAL	2024/2025 YTD - Q3 Actual	2024/2025 Budget
	Food Service	\$3,559.76	\$194.56	(\$2,027.70)	\$55.96	\$0.00	\$954.08	\$640.09	\$6,150.66	\$3,676.59	\$4,594.32	\$17,798.32	\$50,000.00
	Administration	\$13,440.68	\$34,695.75	\$20,266.70	\$28,931.77	\$25,588.02	\$19,683.64	\$31,324.50	\$25,941.34	\$26,658.61	\$26,890.59	\$253,421.60	\$385,950.00
	Infrastructure & Maintenance	\$36,268.02	\$30,102.01	\$27,462.03	\$27,014.85	\$28,275.01	\$26,117.60	\$33,099.98	\$29,050.06	\$37,839.29	\$34,889.31	\$340,588.97	\$367,900.00
	Programs Events & Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$604.99	\$0.00	\$604.99	\$1,500.00
		\$53,268.46	\$64,992.32	\$47,728.73	\$56,002.58	\$53,863.03	\$46,755.32	\$65,064.57	\$61,142.06	\$68,779.48	\$66,374.22	\$612,413.88	\$805,350.00
	SURPLUS/DEFICIT	(\$9,566.04)	(\$26,038.24)	(\$13,497.61)	\$7,164.68	(\$36,246.41)	\$5,410.17	\$86,359.03	\$9,310.37	(\$5,599.41)	(\$7,189.50)	(\$18,147.81)	\$9,650.00

ELIYAHU WELLNESS CENTRE

Other Accounting Information as at January 31, 2025

Bank Balance per the Bank	192,505.02
Plus: Outstanding Deposits	2,287.75
Less: Outstanding Cheques	3,045.07
Bank Balance per the Books	<u>191,747.70</u>
Outstanding Receivables	<u>40,094.75</u>
Outstanding Payables	<u></u>
Due to Town	<u>539,206.55</u>

Fire Dept Budget 2024-2025

REVENUE:	APRIL EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	SEPTEMBER EST. ACTUAL	OCTOBER EST. ACTUAL	NOVEMBER EST. ACTUAL	DECEMBER EST. ACTUAL	JANUARY 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	\$ 4,549.16	\$ 4,549.16	\$ 4,549.16	\$ 4,549.16	\$ 4,549.16	\$ 41,774.55	\$ 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	\$ 2,602.00	\$ 2,602.00	\$ 2,602.00	\$ 2,602.00	\$ 26,799.24	\$ 30,500.00
RESORT MUNICIPALITY FIRE DUES		\$ -	\$ 5,476.66	\$ -	\$ -	\$ -	\$ 5,476.66	\$ -	\$ -	\$ 5,476.66	\$ 16,429.98	\$ 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	\$ -	\$ -	\$ -	\$ -	\$ 350.00	\$ 481.21	\$ -	\$ 1,770.85	\$ 15,000.00
OTHER/MISC INCOME		\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 928.50	\$ -	\$ 1,228.50	\$ 5,000.00
TOTAL REVENUE	\$ 6,600.75	\$ 6,425.99	\$ 13,251.81	\$ 37,872.99	\$ 6,407.75	\$ 23,348.84	\$ 12,627.82	\$ 7,501.16	\$ 8,560.87	\$ 12,627.82	\$ 88,528.12	\$ 121,919.37

EXPENSES:	APRIL 2024 EST ACTUAL	MAY EST. ACTUAL	JUNE EST. ACTUAL	JULY EST. ACTUAL	AUGUST EST. ACTUAL	SEPTEMBER EST. ACTUAL	OCTOBER EST. ACTUAL	NOVEMBER EST. ACTUAL	DECEMBER EST. ACTUAL	JANUARY EST. ACTUAL	2024/2025 YTD	2024/25 Budget
FIRE HALL EXPENSES	\$ 280.38	\$ 394.85	\$ 168.68	\$ 190.26	\$ 190.94	\$ 257.00	\$ 608.31	\$ 457.74	\$ 1,244.46	\$ 527.56	\$ 4,320.18	\$ 9,200.00
PERSONNEL	\$ 155.21	\$ 1,990.75	\$ 3,573.50	\$ 70.24	\$ 1,169.77	\$ 497.44	\$ 75.82	\$ 2,733.69	\$ 23,969.89	\$ 69.89	\$ 34,306.20	\$ 60,000.00
FUNDRAISING EXPENSES	\$ 255.00	\$ 80.24	\$ 604.40	\$ -	\$ -	\$ -	\$ -	\$ 350.00	\$ 481.21	\$ -	\$ 1,770.85	\$ 15,000.00
EQUIPMENT	\$ 647.32	\$ -	\$ 230.87	\$ -	\$ 25.58	\$ 103.61	\$ 65.98	\$ 474.48	\$ -	\$ 1,549.32	\$ 3,097.16	\$ 5,450.00
OFFICE & COMMUNICATIONS	\$ 1,567.83	\$ 830.71	\$ 1,029.90	\$ 1,014.31	\$ 911.86	\$ 787.80	\$ 470.57	\$ 948.46	\$ 734.12	\$ 1,201.59	\$ 9,497.15	\$ 10,900.00
VEHICLES	\$ 1,229.27	\$ 868.46	\$ 1,890.01	\$ 1,748.89	\$ 461.73	\$ 2,042.90	\$ 184.04	\$ 306.98	\$ 1,137.29	\$ 4,131.31	\$ 14,000.88	\$ 21,350.00
MISCELLANEOUS			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL EXPENSES	\$ 4,135.01	\$ 4,165.01	\$ 7,497.36	\$ 3,023.70	\$ 2,759.88	\$ 3,688.75	\$ 1,404.72	\$ 5,271.35	\$ 27,566.97	\$ 7,479.67	\$ 66,992.42	\$ 121,900.00
SURPLUS / DEFICIT:	\$ 2,465.74	\$ 2,260.98	\$ 5,754.45	\$ 34,849.29	\$ 3,647.87	\$ 27,037.59	\$ 11,223.10	\$ 2,229.81	\$ 19,006.10	\$ 5,148.15	\$ 21,535.70	\$ 19.37

NORTH RUSTICO FIRE DEPARTMENT
Other Accounting Information as at January 31, 2025

RBC Bank Balance	21,651.13	
Plus: Outstanding Deposits	-	
Less: Outstanding Cheques	2,144.49	
Less: Reserve Funds RGI	5,941.00	42338 payment minus 36397 spent
Bank Balance per the Books	<u>13,565.64</u>	
PCU Bank Balance Operating Account	<u>73,665.59</u>	
PCU Bank Balance Truck Account	<u>30,462.88</u>	
PCU Bank Balance Capital Account	<u>1,509.64</u>	
PCU Bank Balance 1 Year Term	<u>\$ 640,000.00</u>	
Outstanding Receivables	<u>-</u>	
Outstanding Payables	<u>-</u>	
Due to Town	<u>-</u>	

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

Topic: Se Date for Special Meeting for Budget

Date: Feb 28, 2025	Request No: 2025-03-021 <i>(Office Use Only)</i>
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Person: Councillor David LeClair	Representing: Finance & Infrastructure
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Background The Public meeting for the 2025-2026 Operational and Capital budgets will be held March 11 2025 at 6:30PM at the North Rustico Lions Club. Council is required to approve the final budget a minimum of 2 weeks after this meeting but by March 31 2025.

Request: Council approve date for Special Meeting to approve budget.
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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	Suggested date would be March 27th
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Town of North Rustico Council
REQUEST FOR DECISION
Topic: Change order for Boardwalk Engineering

Date: Feb 28, 2025	Request No: 2025-03-021 <i>(Office Use Only)</i>
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Person: Councillor David LeClair	Representing: Finance & Infrastructure
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Background
 CBCL is requesting an increase to the budget for Engineering Project Services. Based on the latest schedule updated January 2025, Diversified Divers suggested the total duration of the project was 17 weeks running from November 18th until March 21st. The additional work anticipated to be added to the contract as part of CCO#1 is estimated to take an additional 4 weeks (End of April) based on conversation with James from Diversified Divers for a total estimated construction duration of 21 weeks.
 CBCL Limited propose to complete the remaining contract administration activities for a lump sum fee of \$9,600 Plus HST. The proposed fee would include the following:
 Contract Admin activities up to the end of April.
 Site Visits

Request:
 Council approve fee increase of \$9,600+HST for engineering services/project management for CBCL for the Boardwalk..

Advantages	Disadvantages

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: Change Order for Boardwalk

Date: Feb 28, 2025	Request No: 2025-03-023 <i>(Office Use Only)</i>
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Person: Councillor David LeClair	Representing: Finance & Infrastructure
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Background
 With the boardwalk initial contract coming in at less than estimated the Boardwalk working group met and decided to complete other work not in the initial tender. The main set of stairs is to be replaced as well as increasing the safety of the rest areas by adding rails. This cost will fall under the original funding for the project.

Request:
 Council approve Change order C0001 for the Boardwalk for Diversified Divers in the amount of \$120,890 +HST.

Advantages	Disadvantages

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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Fundraising Committee Report to Council March 3 2025

Discussion was ongoing for Special Fund Raising:

- Starting Bottle Blitz, March, 2025 until long weekend in September, 2025
- Applied to Causable 50/50 Draw
- Entered into contest Kraft Hockeyville

Next meeting March 10, 2025, 10 a.m., Eliyahu Wellness Centre.

Chair, Heather McKenna

Today, the Minister of Housing, Land and Communities, Steven Myers announced immediate actions in support of local municipal governments, resident engagement and the protection of land in PEI.

This includes starting community engagement on a province-wide land-use plan for the Island and the [Municipal Government Act](#), ensuring transparency and adherence to the [Lands Protection Act](#) and enhancing oversight of non-resident land ownership.

“Our land must be managed in ways that best serve the long-term interests of the Island, balancing population growth, the protection of prime agricultural land, and climate change adaptation. We are taking decisive action on land-use and ownership to ensure our land is preserved for current and future generations of Islanders.”

- Minister of Housing, Land and Communities, Steven Myers

The [State of the Island](#), the first step in the creation of a province-wide land-use plan, is now available online. The report looks at the current social, environmental, cultural and economic conditions and trends across the province and their potential impacts on land-use considerations.

A Request for Proposals (RFP) for community engagement in the development of the land-use plan will be published later today. Community engagement is expected to begin later this spring.

To support a land-use plan that considers the unique needs of Island jurisdictions, government has started discussions with the Institute of Island Studies at the University of Prince Edward Island to review land-use planning in other Island jurisdictions with similar economic sectors and coastal land considerations.

The province is also reviewing the [Municipal Government Act](#) to ensure it continues to foster effective local governance and service delivery. As part of this process, Islanders will be invited to provide input on key areas of the Act including:

- strengthening local decision-making, transparency and accountability
- improving the provision of local services such as water, sewer, fire, police services, emergency planning, land-use planning, recreational facilities and programming
- enhancing public engagement in local government

This consultation process will include interviews with municipal leaders and staff, public meetings, and opportunities for written submissions. More details can be found at [Municipal Government Act Engagement and Consultation](#).

“This review is an opportunity to ensure the Act remains a relevant and effective tool for municipalities,” Myers said. “I want to see residents and municipal leaders take part in this important conversation.”

With respect to transparency on land holdings, on February 4, 2025, Minister Myers asked the Island Regulatory and Appeals Commission to immediately investigate land holdings – both directly and indirectly - of the Great Wisdom Buddhist Institute Inc. and Great Enlightenment Buddhist Institute Society, following the rules of Section 12(1) of the Lands Protection Act.

“Islanders have valid concerns about who owns land and how it is being used, especially since we are a small province with limited land. But it’s important too that these discussions are based on evidence, not assumptions,” said Myers. “This is a report that I will be making public.”

Additionally, amendments to the Lands Protection Act are planned for the spring sitting of the Legislative Assembly to enhance oversight of land holdings for non-residents.

“Whether it’s about development, planning, agriculture, or ownership, how we use our land is an important topic that Islanders want to discuss and be a part of,” said Myers. “I am committed to finding a way forward to protect our land and ensure its sustainable development.”

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