

TOWN OF NORTH RUSTICO
REGULAR COUNCIL MEETING AGENDA
MONDAY APRIL 7, 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-** Special Council Meeting Feb 26, 2025 @ 1:00PM
Regular Council Meeting March 3, 2025 @ 6:00PM
Special Council Meeting March 18, 2025 @ 12:45PM
Special Council Meeting March 27, 2025 @ 9:00AM
 - 4.1 Business Arising from the Minutes**
- 5. Delegations & Special Speakers- Nil**
- 6. Reports**
 - 6.1 Wellness Centre GM Report**
 - 6.2 CAO Report**
 - RFD 2025-04-024 Apply for Skills PEI Secondary Student Funding
- 7. Committee Reports**
 - 7.1 Sewer and Water Utility Board**
 - RFD 2025-04-025 Application to Canada Housing Infrastructure Funding for Sewer and Water Capacity Analysis
 - 7.2 Planning Board**
 - RFD 2025-04-026 Application 1733 4-plex Timberlane
 - 7.3 Rec & Events Committee**
 - 7.4 Wellness Centre Advisory Committee**
 - RFD 2025-04-027 Eliyahu Wellness Centre Ice Booking and Cancellation Policy
 - 7.5 EMO Committee**
 - RFD 2025-04-028 Appointment of Municipal Emergency Coordinator
 - 7.6 Finance & Infrastructure Committee**
 - 7.7 North Rustico Lighthouse Committee**
 - 7.8 Wellness Centre Fundraising Committee**
- 8. New Business**
 - 8.1 Summer Council Meetings**
- 9. Correspondence**
 - 9.1 FPEIM Meeting April 2025- Reminder of Meeting April 28 2025**
 - 9.2 MGA and State of the Island Report**
 - 9.3 PEI Lands Protection Act**
- 10. Next Meeting Date – Monday May 5th, 2025, at 6:00PM**
- 11. Adjournment**

**Town of North Rustico
Regular Council Meeting Minutes
Monday April 7th, 2025, at 6:00PM**

PRESENT:

**Deputy Mayor
Councillors**

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

Staff

Stephanie Moase, Sheri Dykstra Prosser, John-Anthony Langdale

Regrets

Mayor Heather McKenna

Others

1. CALL TO ORDER

Deputy Mayor David LeClair called the meeting to order at 6:00pm.

2. APPROVAL OF THE AGENDA

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

**(4-0) MOTION CARRIED
(2025-04-068)**

3. DECLARATIONS OF CONFLICT OF INTEREST

Nil

4. ADOPTION OF PREVIOUS MINUTES

Council reviewed the minutes.

It was moved by Councillor Margaret Goulding and seconded by Councillor Linda McFalls that the minutes from the Special Council Meeting February 26th, 2025, be approved as presented.

**(4-0) MOTION CARRIED
(2025-04-069)**

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

**(4-0) MOTION CARRIED
(2025-04-070)**

It was moved by Councillor Margaret Goulding and seconded by Councillor Linda McFalls that the minutes from the Special Council Meeting March 18th, 2025, be approved as presented.

**(4-0) MOTION CARRIED
(2025-04-071)**

It was moved by Councillor Donna Coll and seconded by Councillor Michelle Pineau that the minutes from the Special Council Meeting March 27th, 2025, be approved as presented.

**(4-0) MOTION CARRIED
(2025-04-072)**

4.1 Business Arising from the Minutes

Nil

5. DELEGATIONS & SPECIAL SPEAKERS- NIL

6. REPORTS

6.1 Wellness Centre GM Report

Council reviewed the report. The additional floor scrubber has been purchased. Contractors are on site and have been working on repairing deficiencies.

6.2 CAO Report

Council reviewed the report. MCEG application for 2023-24 has been submitted. Staff will need to work with MRSB to show payments being made through FPEI Loan. Should send summer student positions to the schools. The Boardwalk project is delayed due to the ground being too wet. They will continue to monitor when they can return, expecting that the completion will be delayed at least 2-3 weeks.

RFD 2025-04-024 Apply for Skills PEI Secondary Student Funding

Council reviewed the RFD. It was requested that the job posting be sent to Holland College.

It was moved by Councillor Donna Coll and seconded by Councillor Michelle Pineau that CAO Stephanie Moase apply for Skills PEI Secondary Student Funding.

**(4-0) MOTION CARRIED
(2025-04-073)**

John-Anthony Langdale left the meeting at 6:45pm.

7. COMMITTEE REPORTS

7.1 Sewer and Water Utility Board

Chair David LeClair provided a verbal report. There was no meeting in March. The work to demolish the old pumphouse continues, awaiting further quotes and Maritime Electric to disconnect line and remove pole. There was a discussion regarding succession planning. CAO plans to work with staff to ensure maintenance manuals in place.

RFD 2025-04-025 Apply to Canada Housing & Infrastructure Funding+

CAO Stephanie Moase read the RFD. This analysis will model the sewer and water infrastructure for the whole municipality and will provide capacity analysis for the new Edgewater Estates proposed development and any future proposed housing projects.

It was moved by Councillor Michelle Pineau and seconded by Councillor Margaret

Goulding that the CAO apply for funding for a sewer and water capacity analysis in the amount of \$32,000.

**(4-0) MOTION CARRIED
(2025-04-074)**

7.2 Planning Board

Chair Donna Coll presented her report. Council reviewed the March approved permits report.

RFD 2025-04-026 Application 1733 4-plex Timber Lane

Councillor Donna Coll read the RFD. Council reviewed the memo from the development officer. The applicant had provided a new site plan with the required 6 parking spaces shown.

It was moved by Councillor Donna Coll and seconded by Councillor Michelle Pineau that Council approve application 1733 for a new 4-plex on Timber Lane.

**(4-0) MOTION CARRIED
(2025-04-075)**

7.3 Recreation & Events Committee

Chair Michelle Pineau presented her report.

7.4 Wellness Centre Advisory Committee-

Chair Councillor Margaret Goulding presented her report.

RFD 2025-04-027 Eliyahu Wellness Centre Ice Booking & Cancellation Policy

Councillor Margaret Goulding read the RFD. There was discussion regarding how much money is being lost to cancellations. The bigger issue was staff work having to find ways to rebook ice, the policy puts the onus back on the users to deal with cancellations.

It was moved by Councillor Margaret Goulding and seconded by Councillor Donna Coll that Council approve the Eliyahu Wellness Centre Ice Booking and Cancellation Policy, to be reviewed and updated annually.

**(4-0) MOTION CARRIED
(2025-04-076)**

7.5 EMO Committee-

There was no EMO meeting in March.

RFD 2025-04-028 Appointment of Municipal Emergency Coordinator

It was moved by Councillor Margaret Goulding and seconded by Councillor Donna Coll that Council appoint Councillor Linda McFalls as the Municipal Emergency Coordinator.

**(4-0) MOTION CARRIED
(2025-04-077)**

7.6 Finance & Infrastructure Committee-March Financials not yet available.

7.7 North Rustico Lighthouse Committee- No Meeting

7.8 Wellness Centre Fundraising Committee

Report not available. Committee continues to explore new initiatives.

8. NEW BUSINESS

8.1 Summer Council Meetings

It was brought forward by two members of Council that councillors working in the evening for the summer have a harder time to get to the meetings and requested that for June through September that Council meetings be held at 9:00am instead of the regular 6:00pm.

It was moved by Councillor Donna Coll and seconded by Councillor Michelle Pineau that June through September Regular Council Meetings be held at 9:00am.

**(4-0) MOTION CARRIED
(2025-04-078)**

9. CORRESPONDENCE

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

Council was reminded to register for the meeting. Councillor Michelle Pineau can no longer present the motion, Deputy Mayor David LeClair will present on her behalf.

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.

9.3 PEI Lands Protection Act

Council is requested to review the new proposed changes to the Act, regarding non resident land purchases within municipalities

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

11. ADJOURNMENT

There being no further business, it was moved by Councillor Donna Coll and seconded by Councillor Margaret Goulding that the meeting be adjourned at 7:30PM.

**(4-0) MOTION CARRIED
(2025-04-079)**

Deputy Mayor David LeClair

Date

CAO Stephanie Moase

Date

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

Canteen:

- Sales down in March due to spring break

Signage – Sponsors/Advertisers/Facility

- Hunter River Lions Club sponsored the Family skate on March 23rd
- Appreciation sign location determined and design to be planned
- Signage for viewing area, dressing rooms, players benches is ready. Waiting for delivery and installation.

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) fixed
- WM&M repaired (known) roof leaks.
- O'Connors repaired leaking windows
- Floor scrubber has been temporarily repaired. New scrubber required. Requests for financial contribution/sponsorship have gone out to no success.

General

- Snoopy Cup and final Senior League game played on March 15th. Very well attended and canteen sales were robust.
- U18s hosting Provincials March 28-30

**TOWN OF NORTH RUSTICO
CAO REPORT
COUNCIL MEETING APRIL 7, 2025**

Sewer & Water

- Lenny received a quote for upgrades to Simon Dr, Council approved CIP for obtaining funding
- Began process for IRAC filing for rate increases
- Lenny reviewing water shutoff at Autumn Lane that sticks up and gets caught by snowplow

Town

- Two contractors have received funds and have returned to the Wellness Centre to begin addressing deficiencies, working with the outstanding 2 contractors. Working with Resolve/CMEL on operational plans and completing capital through FPEI Loan- ongoing meetings
- Completed final quarter submission of 2023-2024 MCEG funding claim, \$225,000.
- Began first quarter submission of 2024-2025 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
- Completed advance poll for councillor by-election, election day April 14 2025
- Beginning review of audit requirements for MRSB
- Working with Climate Ready Infrastructure Service for assistance in next steps for Firehall- assigned East Point Engineering for the project, had kickoff meeting with them.
- Completed 2025-2026 budgets
- Completed application for Jobs for Youth Funding
- Working on RFP for Wellness Centre tenant
- Working with Fundraising Committee on hockey event

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 Apr 30 2025. Received \$390,000 from to ACOA
- 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 Skills PEI Secondary Student Funding

Date: April 4, 2025	Request No: 2025 04-024 <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 secondary students to complete projects that align with the students training. This year I would like to hire a student interested in tourism, marketing and events to work with the Town and wellness Centre on Website and social media marketing and events and other projects that would assist the ongoing communications, recreation and tourism goals.

Request: Council to approve CAO Stephanie Moase to apply to the Skills PEI Secondary Student Funding for one position.

Advantages	Disadvantages
- Provides some on the job training for a secondary student in their chosen field	

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: Apply to Canada Housing Infrastructure Fund

Date: April 4, 2025	Request No: 2025 04-025 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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Background: Council has provided preliminary approval to the Edgewater Estates sub-division. A condition for final approval was for the developer to provide a capacity review for the sewer and water to deem if additional infrastructure would be necessary for the new development to connect to the Town system. It was requested and agreed that the Town would assist with this if funding was available. The CHIF is a federal program designed to assist municipalities to build infrastructure required for new housing.

Request: Council to approve CAO Stephanie Moase to apply to the Canada Housing Infrastructure Fund in the amount of \$32,000 for a full sewer and water capacity modelling and review.

Advantages	Disadvantages
-	

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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Planning Board Report to Council April 7 2025

PLANNING BOARD MEETING, March 20, 2024

The Board reviewed and sent to Council ,the addition to a Senior Care Residence on Church Hill Avenue..

We had a brief discussion on a short term rental request. It was decided that we stay with the interpretation that we have been using all along.

The Board was asked for an approval of a sign permit but after considerable dialogue. It was tabled for the next meeting.

The rest of time was spent with the definitions of the draft bylaws.

Councillor Donna Coll, Chair

Town of North Rustico Council
REQUEST FOR DECISION
Topic: Application 1733 4 plex Timberlane

Date: April 4, 2025	Request No: 2025 04-026 <i>(Office Use Only)</i>
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Person: Donna Coll	Representing: Planning Board
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Background: The Town received an application to build a 4-plex housing unit on Timberlane. There is currently one just completed being built beside this property. The development officer provided recommendation to Planning Board to approve the development except for a variance for two parking spaces. Planning Board met on April 3 2025 and recommended Council approve the development on the condition that the two parking spaces be added with no variance.

Request: Council to approve application 1733 for a 4 unit dwelling on Timberlane with the condition that the applicant provide the required 6 parking spaces.

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

MEMO

File: 1733

Date: March 19, 2025

To: Town of North Rustico Planning Board

From: Satyajit Sen, Development Officer

Subject: Development Permit Application – Fourplex at Timber Lane (PID # 1091990)

APPLICANT INFORMATION

- **Name:** James W. Gallant
- **Mailing Address:**
- **Phone:**

PROPOSED DEVELOPMENT

- **Location:** Timber Lane, North Rustico
- **Parcel Identification Number (PID):** 1091990
- **Current Zoning:** C1 – General Commercial
- **Proposed Construction:** New Fourplex (Multi-Family Residential)
- **Building Size:** 56 feet (length) x 32 feet (width)
- **Number of Stories:** 2
- **Number of Units:** 4 residential units, 896 sq. ft. per unit
- **Number of Bedrooms per Unit:** 2
- **Additional Structures:** Three decks (Two on the main floor at 18'-7" x 5'-11" each, and one in the basement at 56'-0" x 5'-11")
- **Access to Public Road:** Yes (Timber Lane)
- **Servicing:** Connected to municipal water and sewer
- **Environmental Considerations:** No watercourses, wetlands, or flood-prone areas; no Environmental Impact Assessment required

COMPLIANCE WITH THE OFFICIAL PLAN AND DEVELOPMENT BYLAW

Official Plan (2014) Compliance

The proposed fourplex is permitted in the C1 (General Commercial) Zone, under Bylaw Section 13.2(13), which allows multi-family dwellings. The proposed fourplex aligns with the Town of North Rustico Official Plan (2014), particularly in the following ways:

- **Policy PR-1 (Zoning)** – The subject property is within a C1 zone where multi-family dwellings are permitted under Bylaw Section 13.2(13). The proposal aligns with the intent to promote diversified housing options in commercial areas.
- **Policy PR-4 (Residential Compatibility)** – The project is in harmony with surrounding residential land uses, ensuring appropriate density and minimal disruption to adjacent

properties. The proposed development is similar to the development on the adjacent parcel (PID # 1091677), which is owned by the same applicant (James Gallant).

- **Policy PR-5 (Residential Development Standards)** – The development meets multi-family residential design standards related to density, setbacks, parking, and site servicing.
- **Policy PR-6 (Accessory Apartments and Multi-Unit Dwellings)** – The proposal contributes to the Town’s objective of increasing housing availability while maintaining a balance between single-family and multi-unit residences.
- **Policy PR-9 (Housing Development and Promotion)** – Supports the municipality’s efforts to collaborate with private developers to increase housing stock within the Town.
- **Policy PE-3 (Central Services)** – The property is within an area serviced by municipal water and sewer infrastructure, ensuring sustainability in resource management.

Zoning and Subdivision Control (Development) Bylaw Compliance

The subject property is within the R3 (Multi-Family Residential) Zone, and its compliance with zoning regulations is assessed as follows:

Requirement	Standard (C1 Zone)	Proposed	Compliance
Minimum Lot Area	9,000 sq. ft. plus 1500sqft per unit	25700.4 sq. ft. (0.59 acres)	Compliant
Minimum Frontage	100 feet	85 feet	Legal non-confirming
Front Yard Setback	15 feet	52’-8”	Compliant
Rear Yard Setback	20 feet	>20 feet	Compliant
Side Yard Setback	10 feet	19 feet (from the right property boundary facing the road) 10 feet (from the left property boundary facing the road)	Compliant
Maximum Lot Coverage	35%	6.97%	Compliant
Building Height Limit	2.5 stories or 35 feet	2 stories	Compliant

FRONTAGE VARIANCE:

LEGAL NON-CONFORMING FRONTAGE (Bylaw Section 4.8 (2))

The property only has 85 feet of frontage, while 100 feet is required for multi-family dwellings in C1 under Bylaw Section 10.4 (2) (c). However, this lot was pre-approved with 85 feet of frontage, making it a legal non-conforming lot under the bylaw section 4.8 (2). No variance is required, and development can proceed without additional Council approval for frontage.

PARKING REQUIREMENT COMPLIANCE (Bylaw Section 7.2):

- **Required:** 6 spaces (1.5 per unit)
- **Proposed:** 4 spaces (Deficiency of 2 spaces)
- **Variance Required:** 33.33% reduction in required parking
- **Recommendation:** The applicant should either provide additional 2 parking spaces or seek Council approval for the shortfall/parking variance under Bylaw Section 19.2., considering potential shared or offsite parking arrangements.

SITE SERVICING COMPLIANCE

- Compliance with Bylaw Section 13.4 - Central sanitary sewer and water services are available and will be used for the development.

STORMWATER DRAINAGE COMPLIANCE:

- The applicant must ensure no additional water runoff affects neighboring properties and shall grade the lot per stormwater management regulations (Bylaw Section 4.39) to prevent runoff onto adjacent properties.
- *Condition: "The lot shall be graded in accordance with acceptable standards, and no water runoff (no additional or changed characteristics) is permitted onto other lands unless legal permission has been obtained."*

ADDITIONAL CONSIDERATIONS:

- **Access and Servicing:** The building will have access to Timber Lane, a public road, and will be connected to municipal water and sewer services.
- **Traffic Impact:** The proposed fourplex is expected to generate moderate additional traffic. The Planning Board may consider whether any traffic flow adjustments are necessary.
- **Environmental Considerations:** The proposed development site does not contain any watercourses, wetlands, or flood-prone areas. There is no need for an environmental impact assessment.

RECOMMENDATION AND CONDITIONS FOR APPROVAL:

I encourage that the Planning Board recommend the council to approve the development permit subject to the following conditions:

1. **Parking Compliance:** The applicant must either provide 2 additional parking spaces or obtain Council approval under Bylaw Section 19.2 for a parking variance (6 spaces to 4 spaces; 33.33% reduction).
2. **Public Notification:** Adjacent property owners must be notified of the parking variance request, if deemed necessary, Council may require a public meeting.

3. **Stormwater Management:** The site must be graded appropriately per Bylaw Section 4.39 to prevent runoff.
4. **Building Permit:** The applicant shall obtain a building permit from the Government of PEI - Department of Housing, Land, and Communities' Lands Division, 31 Gordon Drive, Charlottetown, 902-368-5280 before construction begins.

COUNCIL REVIEW AND DECISION:

Approved Denied

Additional Conditions Required: _____

Date: _____

Council Signature: _____

Regards,
Satyajit Sen
Development Officer, Town of North Rustico

GENERAL NOTES

- 1) ALL BUILDING CONSTRUCTION TO BE DESIGNED AND INSTALLED ACCORDING TO NATIONAL BUILDING CODE 2020 EDITION.
- 2) ALLOW 8" MIN. EXPOSED FOUNDATION FROM GRADE. SLOPE 4% MIN. FOR FIRST 8 FEET AROUND DWELLING.
- 3) ALL LINTELS SPANNING MORE THAN 8 FEET REQUIRE TWO (2) JACK STUDS ON EACH SIDE OF OPENING.
- 4) REFER TO TRUSS MANUFACTURER DRAWINGS FOR ADDITIONAL BEARING POINTS.
- 5) COOKTOPS TO HAVE DEDICATED VENTILATION TO EXTERIOR.
- 6) CENTRAL HEATPUMP WILL BE DUCTED INTO ALL THE ROOMS



SITE PLAN
1" = 40'

Firm Name and Address



COAST DESIGN
Box 2142 Charlottdown, PE
CA 94690-4202 david@coastdesign.ca

Firm Name and Address



38 Parkside Terrace
Mermaid, PE
(902) 368-1339

Client Name and Address

James Gallant
PID 1091990

Drawing Name

SITE PLAN

Date

2025-04-07

Drawn

TW/DM/JJS

Sheet

A-1

The Recreation and Events committee met on Tuesday, March 11 at 9am. We reviewed and adopted the minutes of the Wednesday February 12th, 2025, meeting and discussed Business Arising from the Minutes, including Bingo on Canada Day, which was brought to the Fundraising Committee, whom committed to coordinating the bingo as a Fundraiser for the Eliyahu Wellness Centre.

We proceeded with New Business, involving notably Canada Day, Hauling In Day and a NHL Legends Hockey Game event.

Canada Day

We reviewed the Canada To-Do L list to catch up upon and close loops on logistics. Actions items include: reaching out to Cathy Sullivan, who usually holds the 5km run, to confirm if she plans to proceed for 2025, expanding sponsorships - so everyone is to think of additional businesses to reach and we will get the sponsorship letter out earlier, and making a master list then assigning sponsorship asks to tidy things up. The Canada Day 2025 theme is **True Patriot Love**.

Hauling in Day

The Hauling in Day agenda item generated robust discussion. The Hauling in Day was originally conceived as an event to celebrate the local fisher for locals and whomever, as an elaborate ticketed event and to thank the local fishers and attract people into the Town to experience some of the local seafood, music and hands on learning with local people and to expand Canada Day into a two-day event. The funding has been sitting in our reserves for some time, but no real funding agreement has event been found. Opinions around the table ranged from feeling that the originally proposed event is very close to a Fall Flavours type of event and maybe too ambitious to have right before Canada Day to us just not having the capacity to deliver an event of that level this year. There were discussions about holding it earlier in June and combining with another event, although there were feelings that may take away from its original intent. We are planning to organize holding a barbeque on hauling in day for the fishers, to show appreciation, but have not yet committed to anything further, but hope to expanding upon the BBQ for next year, if nothing else, as maybe being the best alternative to the original Hauling in Day concept.

NHL Legends Hockey Game

CAO Stephanie MacDonald Moase introduced the opportunity to host a tribrid event of Fundraising/Awareness-Building and Community-Building NHL Legends Hockey Game with a date TBD for late September, 2025. The events committee committed to helping with the coordination of the on-site delivery and leg-work of hosting the game, selling tickets and helping where and as needed. More information to follow as information comes in to us.

We adjourned at 10:48am.

Next meeting: Tuesday, April 8th, 2025 at 9am.

Wellness Centre Advisory Committee Report to Council April 7 2025

The draft for the 2025 budget was recommended to Council for approval. We went over the ice rentals again.

It was moved to bring the booking and cancellation policy to council leaving the last paragraph out until other users got to discuss it.

Discussed the NHL hockey game.

Next meeting April 23

Thank you

Chair Margaret Goulding

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

Topic: Eliyahu Wellness Centre Ice Booking and Cancellation Policy

Date: April 4, 2025	Request No: 2025 04-027 <i>(Office Use Only)</i>
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Person: Margaret Goulding	Representing: Wellness centre Advisory Committee
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Background: The Wellness Advisory Committee reviewed a policy put forward by staff for the booking and cancellation of ice times at the facility. They recommended approval except for the last paragraph due to more discussion required between user groups for limiting weekends for events.

Request: Council to approve the Ice Booking and Cancellation Policy with removal of the final paragraph.

Advantages	Disadvantages
-	

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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**Eliyahu Wellness Centre
Canada Games Place
Place des Jeux du Canada**

Facility Cancellation/Ice Booking Policy

- The preferred method of booking is via email . All bookings are to be booked through the Operations Manager .
- All major events that require a bid process , are to be approved/coordinated through the General Manager .

All bookings October 1st - March 31st

- All minor sports and/or other (in house user groups) all abide by a (4) day cancellation policy . If an ice time is cancelled within the guidelines of the (4) day policy , and the facility re-sells that specific ice time , then there would be no charge to the user group . If the facility does not re-sell that specific ice time , the user group is charged full rate for the rental.
- If the user group cancels a rental inside of the (4) day policy then they are charged the full rental rate .
- All payments must be received within (8) days of the corresponding invoice date . If payment is not received , the user group may be disallowed from use of any future ice times, until such time the past due amount is paid .
- All private rentals (not in house user groups) will be required to pay the full amount of their rental prior to the rental date .

Rate Structure

Fall & Winter (October 1st - March 31st)

Off Peak (Before 7am & after 10pm , (7) days a week) \$ 139.15 + hst = \$ 160.00

Peak Time (all other rental falling outside of off peak hours) \$ 208.70 + hst = \$ 240.00

Internal Users \$ 173.95 + hst = \$200.00

All bookings April 1st - September 31st

- All users booking (10+) hours of ice rental during the period listed above will be required to pay any fees in full (45) days before their first scheduled ice rental . If payment is not received within that (45) day window , the facility may cancel any rentals that the user possesses at their discretion.

- All users booking less than (10) hours of ice rental will be required to pay on /or before the day of the rental . The fee must be paid before the user group can access the ice surface .

Rate Structure

Spring & Summer (April 1st - September 31st)

All rentals \$ 226.00 + hst = \$ 260.00

Facility Closures / Weather Events

- All facility closures are determined by the Operations Manager / General Manager or a combination of both .
- If the facility is open , all booked rentals are expected to move forward . All rentals will be charged the regular rate .
- If the facility closes due to weather and/or other reasons , there will be no charge to those users scheduled on that day/evening .

Facility Hosted Events

- ~~The facility has the right to host (3) tournament events (October 1st - March 31st) at their discretion . The facility may acquire the ice needed for the event , without approval of the user group . The facility will advise the user groups affected, within a minimum of (30) days prior to the scheduled event .~~

****All of the above effect October 1st, 2025***

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

Topic: Appointment of Municipal Emergency Coordinator

Date: April 4, 2025	Request No: 2025 04-028 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Town of North Rustico
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Background: The Town is required to appoint a Municipal Emergency Coordinator. There had been no volunteer for this position for some time. Councillor Linda McFalls has volunteered for this position.

Request: Council to appoint Linda McFalls as the Municipal Emergency Coordinator.

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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Feedback Request: Prince Edward Island Lands Protection Act

2 messages

Tracey Allen <tallen@gov.pe.ca>
To: Municipal Affairs <municipalaffairs@gov.pe.ca>

Thu, Apr 3, 2025 at 2:15 PM

Please see the message below from the Department of Housing, Land and Communities. You can provide feedback through the link provided or you can contact Lynn Trainor (information below) if you have any questions or concerns.

Good afternoon,

The Department of Housing, Land and Communities is proposing *An Act to Amend the Prince Edward Island Lands Protection Act* (the “Bill”) to add new provisions whereby a non-resident person will be required to obtain Executive Council approval in order to acquire an interest in a “municipal property”, which is defined as any property of an acre or less that is located in a municipality with an official plan. This amendment will bring oversight to transactions of this nature where previously there was none.

We are seeking your feedback on this Bill and would encourage you to provide comments on or before **April 18, 2025** so that Government has an opportunity to consider all feedback prior to finalizing the Bill. For further information and a copy of the Bill, please visit the Government of PEI Public Consultations page [here](#). You can provide your comments or questions about this document by mail or e-mail to:

Department of Housing, Land and Communities

Integrated Services and Policy

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This consultation is a public process. The Department of Housing, Land and Communities assumes that comments received on this Consultation Report are not confidential unless specifically indicated. The Department may quote from or refer to your comments in whole or in part. The Department may attribute comments provided by organizations. If you would like your comments to be treated confidentially, please request confidentiality in your response or submit your comments anonymously. Any personal information received by the Department through this consultation process is subject to the *Freedom of Information and Protection of Privacy Act*. If you have any questions or concerns, please contact the Legislative Coordinator through the contact information indicated above.

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