

Town of North Rustico
Regular Council Meeting
Thursday, December 9th,
2021
Council Chambers, Town Office, 106 Riverside Drive

Present: **Mayor Heather McKenna**
Councillor Michelle Pineau
Councillor Patricia Doucette
Councillor Margaret Goulding
Councillor Andrea Greenan
Councillor Allan Smith

Regrets: **Councillor Stephanie Moase**

Staff:
Kristen Dennis, Acting CAO

(Absent CAO Joanne Smith)

Guests: **2 members of the public**

1. **Call to Order:**

Mayor Heather McKenna called the meeting to order at 9:05 a.m.

2. **Approval of Agenda:**

It was moved by Councillor Pineau and seconded by Councillor Goulding
THAT the agenda be approved with the following additions
7.6 Short term Rentals
7.7 Note from Board of Directors

UNANIMOUSLY CARRIED (2021-12-03)

3. **Disclosure of Conflict of Interest:**

There were no conflicts of interest declared.

4. **Adoption of the Minutes of Committee of Council Meeting – November 9th, 2021**

It was moved by Councillor Doucette and seconded by Councillor Pineau
THAT the minutes of the November 29th, 2021 Committee of Council meeting be hereby approved as read.

UNANIMOUSLY CARRIED (2021-12-04)

Adoption of the Minutes of Regular Council Meeting – October 25th, 2021

It was moved by Councillor Doucette and seconded by Councillor Pineau
THAT the minutes of the October 25th, 2021 Regular Council meeting be hereby approved as read.

UNANIMOUSLY CARRIED (2021-12-05)

Adoption of the Minutes of Special Council Meeting – December 3rd, 2021

It was moved by Councillor Goulding and seconded by Councillor Doucette

THAT the minutes of the December 3rd, 2021, Special Council meeting be hereby approved as read.

UNANIMOUSLY CARRIED (2021-12-06)

4.1 Business Arising from the Minutes

5. Delegations, Special Speakers, and Public Input: Nil

6. CAO Report: See report attached.

7. Request for Decisions:

7.1 Second Reading of Records Retention Bylaw #2021-10

**Moved by Councillor Doucette
Seconded by Councillor Goulding**

Resolution 1

***WHEREAS** the Municipal Government Act, R.S.P.E.I. 1988, CM-12.1., and related regulations require municipalities to manage and retain municipal records;*

***AND WHEREAS** subsection 117(1) of the Municipal Government Act, R.S.P.E.I. 1988, cM-12.1 requires council to provide a schedule for the management and disposal of all records and other documents that are required to be maintained by the municipality;*

***AND WHEREAS** the Town of North Rustico Records Retention Bylaw was read and approved a first time at a regularly scheduled meeting held on October 25th, 2021.*

BE IT RESOLVED

THAT the Town of North Rustico Records Retention Bylaw (Bylaw #2021-10) be hereby read a second time.

UNANIMOUSLY CARRIED (2021-12-07)

Resolution 2

***WHEREAS** the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1., and related regulations require municipalities to manage and retain municipal records;*

***AND WHEREAS** subsection 117(1) of the Municipal Government Act, RSPEI 1988, c M-12.1 requires council to provide a schedule for the management and disposal of all records and other documents that are required to be maintained by the municipality;*

***AND WHEREAS** the Town of North Rustico Records Retention Bylaw was read and*

approved a first time at a regularly scheduled meeting held on October 25th, 2021;

AND WHEREAS *the Town of North Rustico Records Retention Bylaw was read and approved a second time at this meeting*

BE IT RESOLVED

THAT *Town of North Rustico Records Retention Bylaw (Bylaw #2021-10) be hereby formally approved.*

UNANIMOUSLY CARRIED (2021-12-08)

Resolution 3

WHEREAS *the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1., and related regulations require municipalities to manage and retain municipal records;*

AND WHEREAS *subsection 117(1) of the Municipal Government Act, RSPEI 1988, c M-12.1 requires council to provide a schedule for the management and disposal of all records and other documents that are required to be maintained by the municipality;*

AND WHEREAS *the Town of North Rustico Records Retention Bylaw was read and approved a first time at a regularly scheduled meeting held on October 25th, 2021;*

AND WHEREAS *the Town of North Rustico Records Retention Bylaw was read and approved a second time at this meeting;*

BE IT RESOLVED

THAT *Town of North Rustico Records Retention Bylaw (Bylaw #2021-10) be hereby formally adopted.*

UNANIMOUSLY CARRIED (2021-12-09)

7.2 Second Reading of Code of Conduct for members of Council Bylaw #2021-11

**Moved by Councillor Doucette
Seconded by Councillor Goulding**

Resolution 1

WHEREAS *Subsection 107(1) of the Municipal Government Act, R.S.P.E.I 1988, CM-12.1., provides that a council must, by bylaw, adopt a Code of Conduct for members of council;*

AND WHEREAS *the municipal Government Act, and related regulations require municipalities to establish a code of conduct in accordance with the regulations to govern the conduct of members of council;*

AND WHEREAS *the elected officials of the Town of North Rustico recognize that they have an obligation to serve the public in a conscientious and diligent manner; understanding that the function of council members is to seek the common good of the municipality as a whole and acknowledging that they are held to a higher standard of ethical behavior and conduct due to the trust that has been placed in them;*

AND WHEREAS *the Council for the Town of North Rustico desires to exercise its authority pursuant to the Municipal Government Act to enact a bylaw to provide for the code of*

conduct for members of Council;

AND WHEREAS the Code of Conduct for Members of Council Bylaw (Bylaw #2021-11) was read a first time at a meeting held on October 25th, 2021.

BE IT RESOLVED

THAT the Code of Conduct for Members of Council Bylaw (Bylaw #2021-11) be hereby read a second time.

UNANIMOUSLY CARRIED (2021-12-10)

Resolution 2

WHEREAS Subsection 107(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap M-12.1., provides that a Council must, by bylaw, establish a code of conduct in accordance with the regulations to govern the conduct of the members of council;

AND WHEREAS the elected officials of the Town of North Rustico recognize that they have an obligation to serve the public in a conscientious and diligent manner; understanding that the function of council members is to seek the common good of the municipality as a whole and acknowledging that they are held to a higher standard of ethical behavior and conduct due to the trust that has been placed in them;

AND WHEREAS the Council for the Town of North Rustico desires to exercise its authority pursuant to the Municipal Government Act to enact a bylaw to provide for the code of conduct for members of Council;

AND WHEREAS the Code of Conduct for Members of Council Bylaw was read a first time at a meeting held on October 25th, 2021.

BE IT RESOLVED

THAT the Code of Conduct for Member of Council (Bylaw #2021-11) be hereby formally approved.

UNANIMOUSLY CARRIED (2021-12-11)

Resolution 3

WHEREAS Subsection 107(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap M-12.1., provides that a Council must, by bylaw, establish a code of conduct in accordance with the regulations to govern the conduct of the members of council;

AND WHEREAS the elected officials of the Town of North Rustico recognize that they have an obligation to serve the public in a conscientious and diligent manner; understanding that the function of council members is to seek the common good of the municipality as a whole and acknowledging that they are held to a higher standard of ethical behavior and conduct due to the trust that has been placed in them;

AND WHEREAS the Council for the Town of North Rustico desires to exercise its authority pursuant to the Municipal Government Act to enact a bylaw to provide for the code of conduct for members of Council;

AND WHEREAS the Code of Conduct for Members of Council Bylaw was read a first time at a meeting held on October 25th, 2021.

~~**AND WHEREAS** the Code of Conduct for Members of Council Bylaw was read and~~

approved a second time at this meeting;

BE IT RESOLVED

THAT the Code of Conduct for Member of Council (Bylaw #2021-11) be hereby formally adopted.

UNANIMOUSLY CARRIED (2021-12-12)

7.3 Employee Handbook Revisions

**Moved by Councillor Doucette
Seconded by Councillor Goulding**

BE IT RESOLVED

THAT that the Town of North Rustico accepts and approved the changes to the sick leave provisions so that the Sick Leave Provisions may be implemented by the CAO.

UNANIMOUSLY CARRIED (2021-12-13)

7.4 Signing Authority-Credit Union Bank Account

**Moved by Councillor Goulding
Seconded by Councillor Doucette**

WHEREAS the Chief Administrative Officer of the Town of North Rustico is required as a signing authority on behalf of the Town of North Rustico for the Credit Union bank accounts to conduct business.

AND WHEREAS the bank accounts that the CAO is required to be a signing authority are Town #46274061; Fire Department #352268064; and Water and Sewer #56426064.

AND WHEREAS the Chief Administrative Officer (CAO) is seeking authorization from Council to be granted signing authority in order to conduct business for the Town of North Rustico.

BE IT RESOLVED

THAT Council grant permission for the CAO, Joanne Smith, to become a signing authority on the 3 bank accounts at the Credit Union to conduct Council business on behalf of the Municipality.

UNANIMOUSLY CARRIED (2021-12-14)

7.5 Correspondence Request

**Moved by Councillor Goulding
Seconded by Councillor Greenan**

BE IT RESOLVED

THAT The Town of North Rustico writes a letter of support for a potential new business Rustico Social Taproom.

UNANIMOUSLY CARRIED (2021-12-15)

7.6 Short Term Rentals

Mr. Sharko and Mr. Lloyd spoke to Council explaining their concerns of how North Rustico is gaining a large number of short-term rentals. They would like the Town of North Rustico Council to do something about the issue of short-term rentals within North Rustico.

Mayor McKenna thanked Mr. Sharko and Mr. Lloyd for attending the meeting and

explained that the Town will be looking at the Zoning and Subdivision Bylaw in the new year and these concerns will be taken into Consideration.

Two residents exited the meeting.

7.7 Note from Board of Directors

Councillor Smith explained to Council that the North Star Arena (2020) Inc meets every two weeks, and they provide input and directions to the operations of the North Star Arena. Previously, the North Star Arena (2020) Inc passed a resolution to send a letter to Council on their desire and vision for the new Wellness Centre. The North Star Arena (2020) Inc would like to know where they stand in regard to the new Wellness Centre. They are very familiar with the operations of the current facility, and they would like to be included. They included a flow chart of how they thought it could work.

Councillor Smith suggested that their needs to be a formal report completed on decisions, financials etc. on a regular basis.

Councillor Goulding thought someone from the Board of Directors and the Project manager should give bimonthly reports. She also mentioned that she feels the Council does not have enough information on the Wellness Centre project on items such as financials and timelines.

8. Planning Board Recommendations

8.1 Development Permit Application

Moved by Councillor Doucette

Seconded by Councillor Pineau

WHEREAS a development permit application was received from Shawn MacKenzie to construct a four-unit townhouse on PID#914275, lot 45, Autumn Lane.

AND WHEREAS the Development officer recommended the approval of this development permit application on October 13th, 2021.

AND WHEREAS the applicant is in compliance with the provisions of the Town of North Rustico Zoning and Subdivision Control (Development) bylaw and all applicable Provincial and Federal development and environment regulations.

AND WHEREAS Planning Board recommended the approval to Town Council at a meeting on November 4th, 2021.

BE IT RESOLVED

THAT the development permit be approved for PID#914275 for lot 45 on Autumn Lane in the Town of North Rustico.

UNANIMOUSLY CARRIED (2021-12-16)

8.2 Rezoning Date- Reschedule

Moved by Councillor Pineau

Seconded by Councillor Doucette

BE IT RESOLVED

THAT the Town of North Rustico call a Public Meeting at 6:30 p.m. on Monday, January 10th, 2021, and a Special Council meeting at 6:55 p.m. on Monday, January 10th, 2021 for the Rezoning of PID#23678.

UNANIMOUSLY CARRIED (2021-12-17)

8 **Adjournment:**

It was moved by Councillor Goulding and seconded by Councillor Greenan
THAT the meeting be adjourned at 10:09 a.m.

UNANIMOUSLY CARRIED (2021-12-18)

Heather McKenna, Mayor

Kristen Dennis, Acting CAO

Date

Date