

Minutes  
Resort Municipality Monthly Council Meeting  
January 27, 2025 5:00 p.m.

The Monthly Council Meeting of the Resort Municipality was held on January 27, 2025, at the Resort Municipality Office.

**PRESENT:** Mayor Lee Brammer, Deputy Mayor George Clark Dunning. Councillors: Chris Robinson, Catherine Peconi and Ian Stewart.  
Brenda MacDonald – CAO, Deputy CAO – Heather Hay.

**ABSENT:** Ryan Simpson and Kay Hryckiw.

**VISITORS:** Jim Brown. Zoom – Lloyd Adams and Ben Jelley.

**1. CALL TO ORDER:**

Mayor Brammer called the meeting to order at 5:00 p.m.

**2. APPROVAL OF AGENDA:**

It was moved by Councillor Robinson, seconded by Councillor Peconi that the agenda be approved as presented. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

**3. APPROVAL OF MONTHLY COUNCIL MEETING DECEMBER 9, 2024:**

It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Stewart that the Monthly Council Meeting Minutes of December 9, 2024, be approved as presented. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

**4. DECLARATION OF CONFLICTS OF INTEREST:**

There were no conflicts of interest declared.

Mayor Brammer advised that if any conflicts arise with a Council member during the meeting to ensure that they raise the conflict and leave the meeting without comment.

**5. COMMITTEE REPORTS:**

**Planning Board / Signage Applications:**

**Subdivision Application:**

Greenfield Outdoor Hospitality Inc. – PID # 708255 (198 Forest Hills Lane) – an application was received to subdivide a portion of PID # 708255 and consolidate it with PID # 802132. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Peconi that the Council approve the application in principle subject to: 1) that a perc test be completed for the property, 2) that a subdivision agreement be entered into, 3) that the existing access be used as per section 17.10 of the bylaw, 4) that any easement agreements be completed for the sewer utility and Maritime Electric, 5) meets the requirements of the Department of Environment, 6) that a final survey plan be completed with all updated information required on the plan including property numbers and correct references in the notes to the lot information and 7) that a subdivision agreement be entered into. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Greenfield Outdoor Hospitality Inc. – Lot consolidation – PID # 802124 (Forest Hills Lane) – an application was received to consolidate PID # 802124 with PID # 708255. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Robinson that the Council approve the application in principle subject to: 1) that a perc

test be completed for the property, 2) that a subdivision agreement be entered into, 3) that the existing access be used as per Section 17.10 of the bylaw, 4) that any easement agreements be completed for the sewer utility and Maritime Electric, 5) that a final survey plan be completed with all updated information required on the plan including property numbers and correct references in the notes to the lot information, 6) meets the requirements of the Department of Environment and 7) that a lot consolidation deed be completed. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Richard and Roger Moore – PID # 232280 – Route 13 – an application was received to subdivide a lot of 220' X 220' off of the main property. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Robinson that the Council approve the application in principle subject to: 1) that a perc test be completed for the property, 2) meets the requirements of the Department of Environment, 3) meets the requirements of the Department of Transportation, and 4) that a final survey plan be completed with all updated information required on the plan. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Rodney Dempsey and Catherine Knox – PID # 626911 – (Clarence Lane) – an application was received to subdivide a lot of 135' X 420' off of the main property. Awaiting a final survey plan, that the proposed lot is subdivided and consolidated at the same time for the property and that no future subdivisions shall be allowed on this property. (October 2024)

**Development Permits:**

Wayne and Judy Gallant – PID # 642074 (Cavendish Road) – an application was received to construct rental cottages, a shop and a single family dwelling. Awaiting a decision on the bylaw. (May 2024) A public meeting will be scheduled as per the bylaw.

West Highland Contractors Ltd. – PID # 694976 – (August 2024) 9095 Cavendish Road - an application was received to upgrade 57 sites from 2 way to 3 way sites. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Peconi that approval in principle be granted subject to: 1) a comprehensive site plan, 2) engineered drawings, to be provided, 3) meets the requirements of the Provincial Fire Marshal's office, 4) meets the requirements of the Department of Health, and 5) meets the requirements of the Department of Environment. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Pandaville Inc. – PID # 463745 – (27 Clarence Lane) - an application was received to add 3 modular units of 18' X 13' on the property with decks. Awaiting information from the engineer, Department of Environment, Provincial Fire Marshal's office and Department of Tourism. (September 2024)

Marco Polo Land – PID # 232298 – 7406 Route 13 – an application was received to upgrade 29 existing sites with water and sewer. Awaiting a comprehensive site plan, comments from the Provincial Fire Marshal's Office, comments from the Department of Health, comments from the Department of Tourism, comments from the Department of Environment and the sites shall be connected to the municipal sewer. (October 2024)

Marco Polo Land – PID # 232298 – 7406 Route 13 – an application was received to add two glamping sites to the property. Awaiting information on the glamping units, a comprehensive site plan, comments from the Provincial Fire Marshal's Office, comments from the Department of Health, comments from the Department of Tourism, comments from the Department of Environment and the units shall be connected to the municipal sewer. (October 2024)

**Temporary Permits:**

CBMF 2025 – PID # 1037423 – 8779 Cavendish Road - an application was received to have the 2025 CBMF Festival from July 9 – 12, 2025. Awaiting comments from Provincial Fire Marshal's office, Department of Health, Department of Environment, RCMP, that a development agreement be entered into, that a performance bond be posted and that proof of insurance be provided. (August 2024)

Sommo 2025 – PID # 1037423 – 8779 Cavendish Road - an application was received to have the 2025 Sommo Festival from September 13-14, 2025. Awaiting comments from Provincial Fire Marshal's office, Department of Health, Department of Environment, RCMP, that a development agreement be entered into, that a performance bond be posted and that proof of insurance be provided. (August 2024)

**Development Permits:**

Brandon Watters – PID # 621854 – 256 Forest Hills Lane - an application was received to change the use of the summer cottage into a rental cottage. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Stewart that the Council approve the application in principle subject to: 1) meets the requirements of the Department of Tourism and 2) meets the requirements of the Provincial Fire Marshal's office. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Leona Turner – PID # 1814334 – 7195 Route 13 – an application was received to change the use of the summer cottage into a rental cottage. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Peconi that the Council approve the application in principle subject to: 1) meets the requirements of the Department of Tourism and 2) meets the requirements of the Provincial Fire Marshal's office. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Abby Lane PEI Inc. – PID # 496844 – 397 Simpson Mill Road – an application was received to construct two rental cottages of 36' X 24' with decks. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Stewart that the Council approve the application in principle subject to: 1) meets the requirements of the Department of Tourism, 2) meets the requirements of the Provincial Fire Marshal's office and 3) that a detailed site plan be provided with all setbacks on the property. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Abby Lane PEI Inc. – PID # 496844 – 397 Simpson Mill Road – an application was received to construct a 1 ½ storey attached garage with a rental unit on the property. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Peconi that the Council approve the application in principle subject to: 1) meets the requirements of the Department of Tourism, 2) meets the requirements of the Provincial Fire Marshal's office and 3) that a detailed site plan be provided with all setbacks on the property. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Maritime Fun Group (PEI) Ltd. (Sandspit Entertainment) – PID # 233197 – 8986 Cavendish Road – an application was received to construct a public washroom building of 27' X 15'. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Robinson that the Council approve the application in principle subject to: 1) meets the requirements of the Department of Health, 2) meets the requirements of the Provincial Fire Marshal's office and 3) meets the requirements of the Department of Environment. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

**Subdivision Permit:**

Sharon MacNeill – MacNeill’s Lane – an application was received to subdivide 5.9 acres off of the main property and consolidate it with PID # 830687 and to subdivide Parcel R-5 off of the property. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Peconi that the Council approve the application in principle subject to: 1) meets the requirements of the Department of Transportation, 2) that a lot consolidation deed be completed and 3) that a final survey plan be provided. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

Abby Lane PEI Inc. – PID # 496844 – (397 Simpson Mill Road) – an application was received to subdivide the property into two lots. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Stewart that the Council approve the application in principle subject to: 1) meets the requirements of the Department of Transportation, and 2) that a final survey plan be provided. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

**Permits Issued by the CAO:**

Michael Smith and Roxanne Sigsworth – PID # 233171 – 498 Grahams Lane – to enclose the existing deck of 10’ X 16’ and to enclose an exterior back porch of 10’ X 11.5’.

Blue Heron Construction Inc. – PID # 1080910 – 29 Briar Road – an application was received to construct a summer cottage of 53’ X 45’4” with an attached garage and decks.

**Other:**

Official Plan and Bylaw Review.

The Minister has signed off on the documents and the Official Plan and Bylaw have been approved. All new applications will be under the new bylaw.

**5.A.1. Animal Control:**

Deputy Mayor Clark Dunning contacted the Humane Society and is awaiting to hear back from them. An update will be provided at the next Council Meeting.

**5.A.2. Special Events MOU:**

Awaiting information from the legal counsel.

**5.B. Monthly Finances:**

The Monthly Finances for December 31, 2024, were presented. The revenues were \$359,029.80 and the expenses were \$441,669.89. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Stewart that the monthly finances for December 31, 2024, be adopted as presented. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

**5.B.1. Budget Process:**

Discussions were held on the budget process and the budget meeting will be held on February 24, 2025. There will be increases coming forward with costs increasing for services within the community. Fire Department rates will be increasing. New projects to be completed and maintaining of current infrastructure expenses.

**5.C. Emergency Services and Wellness Committee:**

A meeting will be held with the three fire departments.

**5.D. Parks and Recreation:**

No updates.

**6.A. Cavendish Sewer Utility:**

**Monthly Updates and Engineering:**

Letters have been sent out to outstanding sewer customers who have been owing for over 90 days. A list of projects that need to be looked at for 2025 / 2026 were presented to the sewer board by Toombs Plumbing and Heating.

**7. Business Arising from Minutes:**

**A) Strategic Plan:**

A meeting will be set up with the Council to determine the Strategic Plan Priorities for 2025.

**1) Community Hub:**

Awaiting information from the Province and Parks Canada.

**2) Planning Matters:**

The planner can now start the work on the bylaws since the Official Plan and Land Use Bylaw have been approved.

**3) Walkway Project:**

CBCL is working on the walkway project for the municipality and the Active Transportation trail.

**4) Extended Year Round Activities:**

No updates.

**5) Land Sustainability and Analysis:**

No updates.

**6) Protecting View Plains:**

No updates.

**7.B. Active Transportation Project:**

Updates to be provided by CBCL.

**8. New Business:**

**8.A. PEI Cares:**

Information was received from PEI Cares. Information only.

**8.B. FPEIM Dues:**

A letter was provided with a rate increase for 2025 in membership dues.

**8.C. Municipal Infrastructure Fund:**

Information was provided on the Municipal Infrastructure Fund. There are currently no projects that would meet the fund criteria.

**9. Concerns:**

**9.A. Councillors:**

Councillor Robinson commented on some concerns about theft at the municipal park. CAO confirmed that a light was taken.

**9.B. Resident's Concerns:**

Sandy MacKay – an e-mail was received and reviewed by the Council.

Lloyd Adams – Expressed that he was glad to hear that the Official Plan and Bylaw has been approved.

It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Robinson to go in camera under Section 119 (d) and (f) of the Municipal Government Act. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

**"In Camera"**

**10. a) Legal:**

**10.B) Planning Matters.**

**10.C. CAO'S Evaluation:**

It was moved by Deputy Clark Dunning, seconded by Councillor Robinson that the Council come out of camera. All in favor 4, 1 non-voting, 2 absent

**10. a) Legal:**

**10.B) Planning Matters:**

**Performance Bond Release – Gary Lowther:**

It was moved by Councillor Robinson, seconded by Councillor Stewart that the performance bond be released as all conditions of the development agreement have been met. All in favor 4, 1 non-voting, 2 absent. Motion Carried.

**10.C. CAO'S Evaluation:**

To be reviewed at the next meeting.

Councillor Robinson left the meeting due to a conflict of interest.

**Chris Robinson:**

It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Peconi that a letter be sent to Chris Robinson regarding his driveway: 1) the Council has provided a deadline date of May 15, 2025, at 6:00 p.m. to complete the work with the driveway expansion on the property as per the site plan provided on January 27, 2025, 2) a letter needs to be provided by Barry Toombs confirming that the driveway work planned based on the site plan submitted on January 27, 2025, will be completed by May 15, 2025, at 6:00 p.m. This letter needs to be provided to the Council for the next meeting on February 24, 2025, and 3) if the driveway work is not completed by May 15, 2025, at 6:00 p.m. then the development permit will be revoked and the business will not be allowed to operate for the 2025 season and the Department of Tourism will be advised of the Council's decision. All in favor 3, 1 non-voting, 3 absent. Motion Carried.

**10. ADJOURNMENT:**

Mayor Brammer adjourned the meeting at 7:00 p.m.



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Mayor, Lee Brammer



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Brenda MacDonald, CAO