

Minutes
Resort Municipality Monthly Council Meeting
March 17, 2025 5:00 p.m.

The Monthly Council Meeting of the Resort Municipality was held on March 17, 2025, at the Resort Municipality Office.

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

ABSENT: Nil.

VISITORS: Nil.

1. CALL TO ORDER:

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

Mayor Brammer asked for a moment of silence for Alvin MacNeill and his recent passing.

2. APPROVAL OF AGENDA:

It was moved by Councillor Simpson, seconded by Councillor Peconi that the agenda be approved as presented. All in favor 6, 1 non-voting. Motion Carried.

3. APPROVAL OF SPECIAL COUNCIL MEETING FEBRUARY 20, 2025:

It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Simpson that the Special Council Meeting Minutes of February 20, 2025, be approved as presented. All in favor 6, 1 non-voting. Motion Carried.

APPROVAL OF MONTHLY COUNCIL MEETING FEBRUARY 24, 2025:

It was moved by Councillor Simpson, seconded by Councillor Robinson that the Monthly Council Meeting Minutes of February 24, 2025, be approved as presented. All in favor 6, 1 non-voting. Motion Carried.

APPROVAL OF SPECIAL COUNCIL MEETING MARCH 3, 2025:

It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Stewart that the Special Council Meeting Minutes of March 3, 2025, be approved as presented. All in favor 6, 1 non-voting. 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:

Follow Up Permits:

Chris Robinson – PID # 1053990 – 8537 Cavendish Road – an application was received for a change of use on the property into a two-bedroom Bed and Breakfast. Access on the property still needs to be widened.

Subdivision Application:

Greenfield Capital Inc. – PID # 708255 (198 Forest Hills Lane) – an application was received to subdivide a portion of PID # 708255 and consolidate it with PID # 802132. Awaiting completed survey plan from the surveyor

with all required information to be provided. (May 2024) Awaiting final plan and subdivision agreement.

Greenfield Capital Inc. – Lot consolidation – PID # 802124 (Forest Hills Lane) – an application was received to consolidate PID # 802124 with PID # 708255. Awaiting completed survey plan from the surveyor with all required information to be provided. (May 2024) Awaiting final survey plan and subdivision agreement.

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 and lot consolidation deed. (October 2024)

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. Awaiting comments from the Department of Transportation.

Abby Lane PEI Inc. – PID # 496844 – (397 Simpson Mill Road) – an application was received to subdivide the property into two lots. Awaiting final survey plan.

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) New Bylaw has been passed. A meeting date has to be set to go to a public meeting.

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)

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. Awaiting subdivision plan. (January 2025)

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. Awaiting final subdivision plan. (January 2025)

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'. Awaiting comments from the Department of Environment.

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)

Rezoning Applications:

Wayne and Judy Gallant (Mike Buote) – Cavendish Road – an application was received to rezone the property from Residential to Resort Accommodations. Awaiting bylaw changes. (May 2024)

Greenfield Capital Inc. – PID # 708255 – (198 Forest Hills Lane) – an application was received to rezone a portion of the property from RD3 to R1. Awaiting bylaw changes. (May 2024) Residential use is permitted under the new zoning.

Greenfield Capital Inc. – PID # 802124 – (Forest Hills Lane) – an application was received to rezone a portion of the property from R1 to RD3. Awaiting bylaw changes. (May 2024) Residential use will be permitted under the new zoning once paperwork is received from the province on the final approval.

5. Development Permits:

Mike Buote (Wayne and Judy Gallant) – PID # 642074 – (Cavendish Road) – an application was received to construct rental cottages and a shop on the property. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Peconi that the Council to approve the application in principle subject to: 1) meets the requirements of the Department of Transportation, 2) meets the requirements of the Provincial Fire Marshal’s office, 3) meets the requirements of the Department of Environment, 4) that a septic permit be provided, 5) that the rezoning be completed and 6) purchasing of the property. All in favor 6, 1 non-voting. Motion Carried.

Jane and Sue Chocolate Inc. – PID # 92403 – (4880 St. Mary’s Road) – an application was received to increase the commercial space in the existing building. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Stewart that the Council to approve the application in principle subject to: 1) meets the requirements of the Provincial Fire Marshal’s office, 2) meets the requirements of the Department of Health, and 3) that septic confirmation be provided. All in favor 6, 1 non-voting. Motion Carried.

Matthew Jelley – PID # 1065101- (Forest Hills Lane) - an application was received to construct a one storey summer cottage of 65’ X 35’. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Hryckiwi that the Council recommend to approve the application in principle subject to: 1) the summer cottage be connected to the municipal sewer. All in favor 6, 1 non-voting. Motion Carried.

“ In Camera ”

It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Hryckiwi to go in camera in accordance with Section 119(1)(f) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried.

Temporary Permits:

John Carroll – PID # 233080 – (8088 Cavendish Road) – an application was received to have a temporary permit for parking on the property for July 10 – 12, 2025 for the Cavendish Beach Music Festival.

John Carroll – PID # 233080 – (8088 Cavendish Road) – an application was received to have a temporary permit for parking on the property for September 13 – 14, 2025 for the Sommo Festival.

It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Peconi to come out of camera under Section 119(2)(e) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried.

Temporary Permits:

John Carroll – PID # 233080 – (8088 Cavendish Road) – an application was received to have a temporary permit for parking on the property for July 10 – 12, 2025 for the Cavendish Beach Music Festival. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Hryckiwi that the request be denied based on not meeting the requirements of the Land Use Bylaw. All in favor 6, 1 non-voting. Motion Carried.

John Carroll – PID # 233080 – (8088 Cavendish Road) – an application was received to have a temporary permit for parking on the property for September 13 – 14, 2025 for the Sommo Festival. It was moved by Councillor Clark Dunning, seconded by Councillor Peconi that the request be denied based on not meeting the requirements of the Land Use Bylaw. All in favor 6, 1 non-voting. Motion Carried.

5.A.1. Animal Control:

Deputy Mayor Clark Dunning contacted the Humane Society and they have advised that a bylaw needs to be in place in order to enforce any issues with regards to dogs.

5.B. Monthly Finances:

The Monthly Finances for February 28, 2025, were presented. The revenues were \$464,105.13 and the expenses were \$498,175.57. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Stewart that the monthly finances be approved as presented. All in favor 6, 1 non-voting. Motion Carried.

5.B.1. Year End Tax Breakdown:

A copy of the year end breakdown was provided by the province for the municipal taxes.

5.B.2. Budget Review:

A letter was received from Lance MacNeill and an e-mail from Sandy MacKay on suggested budget items for review as part of the budget.

5.B.3. Operating Budget:

Councillor Hryckiwi presented the 2025 Operational Budget.

It was moved by Councillor Hryckiwi, seconded by Councillor Simpson that the total revenue be \$670,650.00. be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Hryckiwi, seconded by Councillor Stewart that the total administration of \$439,680.00 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Hryckiwi, seconded by Councillor Peconi that the total expenditures \$670,650.00 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Hryckiwi, seconded by Councillor Simpson that the balanced budget be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Hryckiwi, seconded by Councillor Simpson that the tax rate increase of \$.05 cents for residential and commercial be adopted as presented with the new tax rates being non-commercial \$.25 cents per hundred and the commercial rate being \$.35 cents per hundred. All in favor 5, 1 non-voting, 1 nay. Motion Carried.

5.B.4. Capital Budget:

Councillor Hryckiwi presented the Capital Budget. It was moved by Councillor Hryckiwi, seconded by Councillor Simpson that the Capital Budget of \$800,000.00 for revenue and expenses for Active Transportation and Trail Projects be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

5.B.5. Reserves Budget:

Councillor Hryckiwi presented the Reserves Budget. It was moved by Councillor Hryckiwi, seconded by Councillor Robinson that the reserve budget of \$66,007.00 for unrestricted reserves and \$63,296.00 for restricted reserves be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

5.B.6. Sewer Budget:

Councillor Hryckiwi presented the Sewer Budget. It was moved by Councillor Hryckiwi, seconded by Councillor Simpson that the sewer budget of \$401,800.00 for total administration and expenses of \$401,800.00 for a balanced budget be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

5.B.7. Sewer Capital Budget:

Councillor Hryckiwi presented the sewer capital budget. It was moved by Councillor Hryckiwi, seconded by Deputy Mayor Clark Dunning that the sewer capital budget of \$200,000.00 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

5.C. Emergency Services and Wellness Committee:

Awaiting an update from Steve Yeo to be provided on the dry hydrant.

2 of the three fire chiefs received coronation medals.

A letter will be sent by the municipality congratulating the fire chiefs on their medals.

5.D. Parks and Recreation:

Land owned by Provincial Government to be looked at for possible locations for futures day use areas.

6.A. Cavendish Sewer Utility:

Monthly Updates and Engineering:

Discussion was held on low flow fixtures. Not moving forward at the present time based on concerns raised by low flow fixtures by the sewer contractor.

Sewer customers outstanding more than 90 days will be sent legal letters for payment.

No e-transfers being accepted from now on for payment. Notice to be provided on the website as well as the bills being sent out.

7. Business Arising from Minutes:

A) Strategic Plan:

Mayor Brammer advised that he hopes to have members on committees for the next meeting and updates to be provided.

1) Community Hub and Land Suitability Analysis:

Awaiting information from the Province and Parks Canada.

2) Planning Matters:

Working on getting a planner for planning services.

3) Walkway Project:

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

Grahams Lane also needs to be looked at for the upcoming season with grass growing through walkway, posts along the trail and some areas of the driveways washed out.

4) Extended Year Round Activities:

No updates.

Mayor Brammer advised that there needs to be some clear mandates to extend the season.

7.B. Active Transportation Project:

Updates to be provided by CBCL for a meeting to start the project.

8. New Business:

8.A. Route 6 – Left Turn:

Department of Transportation has provided a copy of the drawing showing the work for the left turn lane at the new construction area and entrance to the Cavendish Boardwalk.

8.B. FCM:

A letter was in the meeting package with information on FCM.

8.C. Smoke Free Places:

A letter is in the package from Smoke Free Places. Information only.

9. Concerns:

9.A. Councillors:

Councillor Robinson commented on Alvin MacNeill and remembering him and the work he did in the community.

9.B. Resident's Concerns:

A letter was received from Michael Bergeron regarding a dog attack. The RCMP and Humaine Society were contacted.

A notice will be sent out to property owners in the newsletter asking them to be mindful of their pets. This will be reviewed with the insurance company and legal counsel prior to being sent out.

Active Transportation Trail:

Information was received from CBCL. It was moved by Councillor Hrycki, seconded by Councillor Simpson to go with asphalt for the Active Transportation Trail and to start the project. All in favor 6, 1 non-voting. Motion Carried.

It was moved by Councillor Simpson, seconded by Councillor Robinson to go in camera under Section 119(1)(f) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried

“In Camera”

10. a) Legal:

10.B) Planning Matters.

10.C. CAO’S Evaluation:

It was moved by Councillor Simpson, seconded by Deputy Mayor Clark Dunning that the Council come out of camera. All in favor 6, 1 non-voting. Motion Carried.

10. “In Camera”

A) Legal Office

John Carroll – PID # 233080 – (8088 Cavendish Road) – an application was received to have a temporary permit for parking on the property for July 10 – 12, 2025 for the Cavendish Beach Music Festival. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Simpson that the Council to deny the application based on the Land Use Bylaw and that parking is not a permitted use under the zoning as well as the fact that it does not comply with the temporary permit section of the bylaw and does not conform with parking requirements under the bylaw. All in favor 6, 1 non-voting. Motion Carried.

John Carroll – PID # 233080 – (8088 Cavendish Road) – an application was received to have a temporary permit for parking on the property for September 13 – 15, 2025 for the Sommo Festival. It was moved by Deputy Mayor Clark Dunning, seconded by Councillor Simpson that the Council deny the application based on the Land Use Bylaw and that parking is not a permitted use under the zoning as well as the fact that it does not comply with the temporary permit section of the bylaw and does not conform with parking requirements under the bylaw. All in favor 6, 1 non-voting. Motion Carried.

B) Planning Matters

Tourism Levy – The municipality was approached by Tourism Cavendish Beach to look at a tourism levy for accommodations. Council will continue to meet with the Tourism Association to gather more information before making a decision on a levy.

C) CAO’s Evaluation:

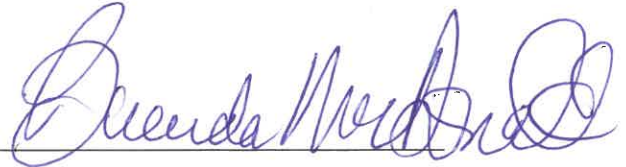
HR Committee working with CAO on the evaluation.

10. ADJOURNMENT:

Mayor Brammer adjourned the meeting at 6:52 p.m.

A handwritten signature in blue ink, appearing to read "Lee Brammer", written over a horizontal line.

Mayor, Lee Brammer

A handwritten signature in blue ink, appearing to read "Brenda MacDonald", written over a horizontal line.

Brenda MacDonald, CAO