

Minutes
Resort Municipality Monthly Council Meeting
Monday, June 15, 2020
5:00 p.m.

The Monthly Council Meeting of the Resort Municipality was held on June 15, 2020 at the Resort Municipality Office and electronically with Zoom.

PRESENT: Mayor Matthew Jelley, Deputy Mayor Linda Lowther, Councillors: George Clark Dunning, Bill Drost, Lee Brammer, Chris Robinson and Kenny Singleton. CAO – Brenda MacDonald.

ABSENT: Nil.

VISITORS: Lloyd Adams, and Jim Brown.

1. CALL TO ORDER:

Mayor Jelley called the meeting to order at 5:09 p.m.

2. APPROVAL OF AGENDA:

Mayor Jelley added to the agenda under 5.C.8. Stanley Bridge Proposal.

It was moved by Deputy Mayor Lowther, seconded by Councillor Brammer that the agenda be adopted as amended. All in favor 6, 1 non-voting. Motion Carried.

3. APPROVAL OF MONTHLY COUNCIL MEETING MINUTES MAY 25, 2020:

It was moved by Councillor Clark Dunning, seconded by Councillor Robinson that the Monthly Council Meeting Minutes of May 25, 2020 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

4. DECLARATION OF CONFLICTS OF INTEREST:

No conflicts of interest were declared.

5. COMMITTEE REPORTS:

PLANNING BOARD / SIGNAGE:

No Planning Board Meeting was held on June 10, 2020

The following permits were approved by the CAO.

Susan Johnston – PID # 457820 (8950 Cavendish Road) - to construct a deck of 28' X 8' on the property.

Lourdes & Kevin O'Leary – PID # 906537 (105 Forest Hills Lane) – to construct a one storey addition onto the existing cottage of 38' X 14'.

Paul & Sandy McGuire – PID # 751222 (Stanley Road) – to construct a summer cottage and garage of 72' X 42'8" with decks.

Estate of Brian Stevenson – PID # 232702 (7936 Cavendish Road) – to demolish the existing building on the property.

5.B. Monthly Finances:

Councillor Brammer presented the monthly Finances for May 31, 2020. The revenues were \$55,177.88 and the

expenses were \$63,498.53.

It was moved by Councillor Brammer, seconded by Deputy Mayor Lowther that the monthly finances for May 31, 2020 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

Mayor Jelley commented on the expenses being higher as there is actually a surplus as the sewer loan payment comes out of the municipal account to CHMC and is paid back to the municipality by the sewer utility.

5.C. Trails and Paths Committee:

5.C.1 Streetlight Survey:

It was moved by Deputy Mayor Lowther, seconded by Councillor Robinson that a light be installed at Four Winds Lane and Trim Acres Subdivision as they are on the main highway and that further review be completed in the private subdivisions based on the feedback provided.

5.C.2. Don MacLeod Electric:

The costs for the remainder of streetlights to be retrofitted on Route 6 was provided.

It was moved by Councillor Singleton, seconded by Deputy Mayor Lowther that the quote from Don MacLeod Electric for \$14,945.40 plus HST be accepted to complete the lighting retrofit on Cavendish Road West. All in favor 6, 1 non-voting. Motion Carried.

5.C.3. Speed Radar Signs:

Monthly stats are in the meeting package.

RCMP should be advised of times when people are speeding through the area.

5.C.4. Swimming Rock Municipal Park Steps:

Livingston Steel Inc. sent a response to Tom Harland on the materials for the steps.

It was moved by Councillor Singleton, seconded by Councillor Clark Dunning that the galvanized metal be used and that it be hot dipped when removed and installed at the site each year. All in favor 6, 1 non-voting. Motion Carried.

5.C.5. Route 13 Trail project:

The province issued the provincial tender on May 6, 2020 and it closed on May 27, 2020. A construction schedule is being worked on with Island Coastal Services Ltd. who was the successful bidder with the project and the Department of Transportation, Infrastructure and Energy. An update will be provided to the municipality once a schedule has been set.

5.C.6. Dawn Moase – Culvert Route 6 – Mariner’s Cove and Clark’s Lane.

John Gallant with the Department of Transportation, Infrastructure and Energy was contacted again regarding the culvert on Route 6 and he advised that no work can be completed until the Department of Environment reviews the situation, but he still felt that the culvert on the private land was part of the problem.

5.C.7. Abutment Crosswalk:

Dawn Moase from the Department of Transportation, Infrastructure and Energy was in and discussed putting markings on the crosswalks at the streetlights at Route 6 and 13. If the abutment is cut out by the North Shore Surf Company property on the East side of Cawnpore Lane, then she would also install lines on that section as well. This would need to be done at the municipality’s expense.

The CAO will contact Island Coastal Services Ltd. regarding a price on the abutment.

5.C.8. Stanley Bridge Proposal:

Some changes were recommended to the proposal by the Council.

The landscape architect and not a civil engineer being used for the project was questioned and will be sent through to the committee.

It was asked that the report look at the walkway on Cavendish Road West from Green Gables House to Chez Yvonne's as part of the proposal. All information will be sent off to CBDC from the Council.

5.D. Emergency Services Committee:

5.D.1. EMERGENCY MEASURES PLAN:

The EMO Office has advised that they wouldn't be in a position to review plans as they are still in full operational mode because of Covid-19. Their advice is to update the plan according to the feedback they have offered in previous plan reviews and to align it with the template. When operations reduce and we have a clean new version, we are to submit it to them, and they will do their best to get it done.

Councillor Robinson felt that the Citizens on Patrol meeting should be revisited as it was previously tabled by the Council based on interest in the program and the public being able to participate in the program.

5.D.2. COVID-19:

Seasonal Property Owners are frustrated that they cannot return. We continue to send them to the province to follow the application process.

Updates are continuing three times a week now to the EMO office on the municipality with any updates that we know of or changes to operations of businesses and their hours or start dates for those that have been provided as well as any information that they are looking for us to respond to.

AED Signage – Councillor Robinson asked about the AED signs.

The CAO will check into the status of the AED signs.

It was also suggested to see who has AED's in the community to allow the public to know where they are available.

6. Cavendish Sewer Utility:

A. Monthly Updates and Engineering:

We are waiting for a court date to be set as the lien process was stopped due to COVID-19. Sean Seviour has taken over the file now at Stewart McKelvey as Hillary Newman is on Maternity Leave.

Driftwood Landing – We have now received all documentation and we are waiting for the lawyer to complete the documents.

Meters have been delayed due to COVID-19 and the manufacturer making them in the US.

Tom Harland is working on the Lift Station and Generator tender for LS # 4.

7. BUSINESS ARISING FROM MINUTES:

7.A. Heritage Park and Historical Committee:

7.A.1. Landscaping Montgomery Park:

One resume was received and is well qualified, but they are in Ontario and currently unable to get to the Island due to COVID-19.

Three landscaping companies will be contacted for pricing of maintaining the park throughout the summer months.

7.B. Liquor Control Commission Letter:

Mayor Jelley met with Jeff Squires and the Liquor Control Commission.

A memorandum of understanding will be provided that all parties will need to agree to for the event each year.

7.C. Destination Management Fund:

Nothing further has happened as everything has been delayed due to COVID-19.

7.D. Agreement with David Macneill:

We are waiting to hear from David Macneill on the agreement.

7.E. Generator:

Mayor Jelley did not have a chance to discuss the generator project with the province due to COVID-19. He will update the Council at the next meeting.

7.F. Draft Strategic Plan:

Information was presented from Upland Planning and Design.

The Council will await the video presentation that is being prepared for the public to approve it prior to going to the public and being posted on the website.

8. NEW BUSINESS:

8.A. Municipal Office Lease:

A request was sent to the province regarding the lease for the municipal office space. Some items that will need to be clarified in the new lease will be on cleaning as well as on maintenance work in the building and timelines on when things will be fixed if something happens.

8.B. Confederation Centre of the Arts Letter:

A draft letter was in the meeting package regarding a letter of support to bring activities to the area in August from the Confederation Centre of the Arts. The letter will be sent to the province showing the municipality's support for a project.

8.C. Letter to Minister of Environment and Climate Change:

It was moved by Councillor Drost, seconded by Councillor Lowther that a letter be sent to the Minister regarding the fees for the National Park for 2020 and that they be waived for this year based on COVID-19 and the economy to encourage people to get out and be healthy in the National Parks. All in favor 6, 1 non-voting. Motion Carried.

A letter was also received from Hon. Wayne Easter on the charging of fees for 2020 to the Minister of Environment and Climate Change.

8.D. Mayor's Tourism Roundtable:

The tourism roundtable has been meeting on a regular basis. COVID-19 has been taking a toll on operators and their mental health. Council will continue to work with business owners and residents to ensure that the public knows that we are here to help them during this process and that the community is active and open. We also want to ensure that for the businesses that are not open that they are continuing to maintain their properties so that the illusion is not there that the community is not here and open as it could impact the area in years to come.

Mayor Jelley advised that the committee will continue to push for funding programs to be extended for businesses to allow businesses to operate into the fall.

9. Concerns:

9.A. Councillor's Concerns:

Councillor Singleton questioned a bike lane on Route 6 and 13.

The CAO will check with Alan Aitken again regarding the bike lane requirements from the Department of Transportation, Infrastructure and Energy.

9.B. Resident's Concerns:

There were no resident's in attendance so there were no resident's concerns.

10. "In Camera Matters"

It was moved by Councillor Clark Dunning, seconded by Councillor Singleton to go "In Camera" to discuss matters falling under clauses 119(1)(e) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried.

10.1 Sunny Gallant:

10.2 2018 CAO's Evaluation & 2019 CAO's Evaluation:

It was moved by Councillor Drost, seconded by Deputy Mayor Lowther that the meeting be open to the public under clauses 119(2)(e) of the Municipal Government Act. All in favor 6, 1 non-voting. Motion Carried.

No decisions were made while in camera.

10.1 Sunny Gallant:

A letter was received from Sunny Gallant regarding concerns that she had on the process of getting her development permit and her application for a seasonal transient use permit.

A letter has been sent to Sunny in response to her questions.

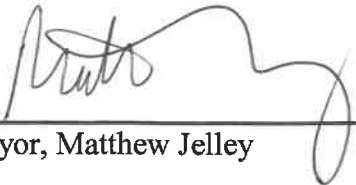
10.2 2018 CAO's Evaluation & 2019 CAO's Evaluation:

The committee is working with the legal counsel on finalizing the agreement.

A final agreement will be available for the July meeting.

11. ADJOURNMENT:

Mayor Jelley adjourned the meeting at 7:12 p.m.



Mayor, Matthew Jelley



Brenda MacDonald, CAO