

Minutes
Resort Municipality Monthly Council Meeting
Monday, February 22, 2021
5:00 p.m.

The Monthly Council Meeting of the Resort Municipality was held on February 22, 2021 at the Resort Municipality Office and electronically with Zoom.

PRESENT: Zoom: Mayor Matthew Jelley. Deputy Mayor Linda Lowther, Councillors: Bill Drost, Lee Brammer and Chris Robinson. In Person: Councillors George Clark Dunning, Kay Hryckiwi. CAO – Brenda MacDonald. Administrative Assistant - Heather Hay.

ABSENT: Nil.

VISITORS: In Person: Jim Brown. Zoom: Earl Reid, Vic Greenwood, Lloyd Adams, Mike Duffy and Bill Power.

1. CALL TO ORDER:

Mayor Jelley called the meeting to order at 5:02 p.m.

2. APPROVAL OF AGENDA:

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

3. SWEARING IN OF COUNCILLOR HRYCKIW:

Kay Hryckiwi read out the oath of office and was sworn in as a new Council member for the Resort Municipality.

4. APPROVAL OF MONTHLY COUNCIL MEETING MINUTES JANUARY 18, 2021:

It was moved by Councillor Clark Dunning, seconded by Councillor Brammer that the Monthly Council Meeting Minutes of January 18, 2021 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

5. DECLARATION OF CONFLICTS OF INTEREST:

Deputy Mayor Lowther advised that she had a conflict of interest under planning board.

6. COMMITTEE REPORTS:

Planning Board / Signage:

Follow Up Permits:

Fiona Mitchell (PID # 760215 – Carberry Court) – an application was received to construct a summer cottage of 30' X 40' with decks. Awaiting for confirmation on the purchase of the property.

The Cavendish Motel Inc. (PID # 522102 - Cavendish Road) – an application was received to construct a swimming pool of 32' X 16', with an 8' deck surrounding the pool. Awaiting comments from the Department of Health and the Province of PEI must approve a building permit under the National Building Code.

Swept Away Cottages – (PID # 624379 - Cavendish Road) – an application was received to construct one 1-bedroom cottage, seven 2 bedroom cottages and three 3 bedroom cottages, 1 laundry facility, a pool, a water building and a pool equipment building. Awaiting information from the owner and the Department of Health on the pool permit, development agreement and performance bond.

Raspberry Point Oyster Co. Inc. (PID #92692 – Cavendish Road) - an application was received change the use of an accessory building into a private detached garage and to construct an addition onto the existing building of 11' 8 7/8" ' X 7'5 3/8". Awaiting confirmation of the lot consolidation.

Eddie MacKenzie (PID # 694745) (1805415) (8420 Cavendish Road) – an application was received for a special permit use for a multi-family dwelling at PID # 1805415, as well as to amend the plans for the vacant land condominium development (original parcel # 694745). Awaiting declaration and bylaws from his legal counsel for the vacant land condominium, signing of development agreement and payment of performance bond.

Ronnie & Irene Blacquiere – (PID # 233569) (Cavendish Road) an application was received to construct a single family dwelling with an attached garage and decks. Awaiting purchase of the property from the new owner.

Steve Dimond – (PID # 719492) – an application was received to subdivide a portion of land off of PID # 719492 and consolidate it with PID # 761692 on Four Winds Lane. A preliminary plan has been received. Awaiting a copy of the lot consolidation deed.

St. Lawrence Motel – (PID # 233676) – an application was received to subdivide the existing property into two parcels. A preliminary plan has been received. Awaiting final decision from the owner on whether the subdivision project is going forward or not.

Development Permit applications:

Susan Roberts – (PID # 233320) (Friendly Lane) – an application was received to construct an addition onto the existing cottage of 10' X 10 for a bedroom, to construct an addition onto the existing cottage garage of 8' X 12' and to construct a deck onto the existing cottage of 6' X 30'. It was moved by Councillor Clark Dunning, seconded by Deputy Mayor Lowther that approval be granted in principle subject to the additions being constructed on the site in accordance with the site plan. All in favor 6, 1 non-voting. Motion Carried.

Marco Polo Land – (PID # 232298) (7406 Route 13) – an application was received to locate playground equipment on the property in 7 locations on the site. It was moved by Councillor Clark Dunning, Councillor Hryckiw that approval in principle be granted subject to: 1) meets the requirements of the Provincial Fire Marshal's Office, 2) meets the requirements of the Department of Health and Wellness and 3) meets the requirements of the National Building Code. All in favor 6, 1 non-voting. Motion Carried.

Anne's Windy Poplars - PID # 232215 (7195 Route 13) – an application was received to enclose the pool with a building on the site of 50'x 40'. It was moved by Councillor Clark Dunning, seconded by Deputy Mayor Lowther that approval in principle be granted subject to: 1) meets the requirements of the Provincial Fire Marshal's office, 2) meets the requirements of the Department of Health and Wellness, 3) that stamped plans be provided and 4) that the structure meets all requirements of the National Building Code. All in favor 6, 1 non-voting. Motion Carried.

Change of Use – Special Permit Use:

Anne's Windy Poplars - PID # 232215 (7195 Route 13) – an application was received for a change of use for a special permit use to change the existing rental accommodations business into a vacant land condominium development. It was moved by Councillor Clark Dunning, seconded by Deputy Mayor Lowther that the

application be brought to a public meeting for input from the public and that a detailed site plan be provided of the proposed development for the public meeting. All in favor 6, 1 non-voting. Motion Carried.

Temporary Permit Application:

Ian Stewart, Kenneth and George Stewart – PID # 231639 (Cavendish Road and Simpson Mill Road) - an application was received to hold a wedding on the property on September 4, 2021 from 11:00 a.m. – 12:00 midnight. It was moved by Councillor Clark Dunning, seconded by Councillor Drost that approval in principle be granted subject to: 1) that a site plan be provided showing where the tent will be located on the property, 2) that a stamped drawing be provided for the tent, 3) meets the requirements of the Provincial Fire Marshal's office, 4) meets the requirements of the Department of Health and Wellness, 5) meets the requirements of the National Building Code, 6) that clarification be provided on the lighting and 6) that clarification be provided on the parking on the site. All in favor 6, 1 non-voting. Motion Carried.

Subdivision Application:

Earl Reid, Garth Reid, Anne Berkholtz, Barbara Schulter – PID # 231571 (Simpson Mill Road) – an application was received to subdivide two parcels off of the main property. It was moved by Councillor, Clark Dunning, seconded by Councillor Drost that approval in principle be granted subject to: 1) meets the requirements of the Department of Transportation, Infrastructure and Energy, 2) meets the requirements of the Department of Environment, 3) that the survey plan shall be completed based on all requirements of Section 17.6 of the Zoning and Subdivision Control (Development) Bylaw, 4) the perc tests were completed on the site for category two soil and lot size requirements are based on those results and 5) permission from Kay and Tony Wakelin that they give permission for a 66' wide right-of-way to go through their property for access to PID # 231571. All in favor 6, 1 non-voting. Motion Carried.

Official Plan and Bylaw Review Committee:

The Official Plan and Bylaw Review Committee members to date are listed below. We are waiting to hear back on a few property owners that were contacted to sit on the committee.

- 1) Residents / Seasonal Residents - Bill Power
- 2) Accommodations – to be determined.
- 3) Attractions – Jeff Squires.
- 4) Campgrounds – Kay Hrycki
- 5) Farmers – Richard Moore
- 6) Golf – to be determined.
- 7) Parks Canada – Tara McNally McPhee
- 8) Restaurants – to be determined.
- 9) Retail – to be determined.

The consultants are working on getting the GIS mapping for the Zoning Map and the General Land Use Map together along with updates on the official plan and zoning amendments, we are also working on lists for them on the total number of units based on permit approvals for the municipality for residential and commercial properties.

Deputy Mayor Lowther left the meeting due to a conflict of interest.

Permits Approved by the CAO:

The Lowther Group Inc. – PID # 232538 – 8435 Cavendish Road – to locate a summer cottage on the property of 26' X 8' ½" with a deck. Approval in principle has been granted subject to the existing cottage being moved off of the site and the structure being located on posts, so that is not on wheels and chassis.

Deputy Mayor Lowther returned to the meeting.

Walkway:

Cawnpore Lane Trail design and construction costs survey have been approved through the Active Transportation Trail.

Route 6 project has not yet been approved and the AT Funding program has advised that they will communicate with the municipality as soon as a decision has been made.

Other:

An update was provided on the tree project from the Watershed Group and that they are waiting for confirmation from the school to ensure that they have a commitment from them to take the next steps with the project. The project is about a year out as they would start with the seedlings first and getting the students to take them home for the year to care for them and allow them to grow prior to placing the seedlings at a site that would be done in consultation with Parks Canada and the municipality.

6.A.1. Official Plan Amendment Public Meeting:

A public meeting will be held on March 1, 2021 with the budget consultation meeting on the General Land Use Map Amendment for the Stewart Property.

6.A.2. Public Meeting request for comments following public meeting:

The CAO gathered information from other municipalities on their processes.

The CAO was asked to come back with a recommendation on the public meeting comments for the next meeting.

6.B. Monthly Finances:

Councillor Brammer presented the monthly Finances for January 31, 2021. The revenues were \$349,780.31 and the expenses were \$349,849.60. It was moved by Councillor Brammer, seconded by Deputy Mayor Lowther that the monthly finances for January 31, 2021 be adopted as presented. All in favor 6, 1 non-voting. Motion Carried.

6.B.2. Budget Meeting:

The 2021 / 2022 budget meeting will be held on March 1, 2021, information will be in the Guardian, the weekly updates as well as the municipal website.

6.B.3. Reserve Funds:

The list of the Reserve Funds that had previously approved were provided in the meeting package. This will be reviewed as part of the budget consultations and yearly review.

6.C. Emergency Services Committee:

6.C.1. Emergency Plan:

A session was held on December 16, 2020 and a copy of the presentation is in the meeting package.

The Chair of the Emergency Services Committee will need to be available to the community. This will have to be reviewed further by the Council as part of the EMO plan review.

6.C.1.A. Convex Mirror:

Councillor Robinson sent through information on the Town of Kensington and a convex mirror that they are installing for traffic concerns.

It was decided that the Department of Transportation would have to review the information and determine if this was something that the Department would allow as they deal with all highway safety matters.

Municipal Emergency Support Project:

Work is being completed on the emergency plan and discussions were held with Cindy MacDougall as part of the Municipal Emergency Support Program through FPEIM.

6.C.2. COVID – 19:

CAO's Update:

The municipal office is following all public health protocols and adjusting to all requirements as needed.

6.D. Trails and Paths Committee:

6.D.1 Speed Radar Signs:

Monthly Stats are in the package.

6.D.1.A. RCMP:

It was moved by Councillor Hryckiwi, seconded by Deputy Mayor Lowther that the RCMP receive access to the speed radar signs account. All in favor 6, 1 non-voting. Motion Carried.

6.D.2. Cawnpore Lane Trail and Stanley Bridge Project– Active Transportation:

Awaiting pricing for construction and design work on Cawnpore Lane Trail from the three engineering firms. Awaiting information from Alex Dalziel on the tendering requirements through the AT program.

6.C.3. Route 6 Bike Path:

Alan Aitken is still reviewing the details as there are a number of projects that the department is currently working on.

6.C.4. Swimming Rock Steps:

It was decided that based on the time of year that the steps would remain in place and be dealt with in the spring at the Swimming Rock.

6.C.5. Old-Fashioned Streetlights:

Two old-fashioned streetlights will be ordered under the trails, paths budget as one fell off of the pole and the other was damaged as a vehicle had hit it.

6.D.6.

Route 13 Walkway Project:

A rough breakdown in costs were received from the Province of PEI and it is expected that the bill will be around \$227,491.56 for the Municipality's share of the Route 13 project. They are waiting for a final breakdown of costs from the contractor. There will be a final billing submitted prior to March 31, 2021 for the final project costs.

7. Cavendish Sewer Utility:

7.A. Cavendish Sewer - Monthly updates and engineering:

Parks Canada met with the sewer utility on February 3, 2021 to discuss expansion at the National Park campground adjacent to the lagoons as well as about expansion of the lagoons. Parks is going to gather additional information from the sewer contractor on the best options for servicing and get back to the utility.

LS # 4:

The CAO will contact CBCL for an update on the LS # 4 project.

8. BUSINESS ARISING FROM MINUTES:

8.A. Destination Management Fund:

A meeting was held with the group. Three applications were received and two were approved for funding. One was approved partially for Whitecap Entertainment for the drive-in events that were held in 2020. An allocation was also approved for up to \$2,000.00 per event for 2021.

One was approved for Tourism Cavendish Beach for \$15,000.00 to support a list of projects totaling \$300,000.00. Tourism Cavendish Beach still needs to identify which specific project the fund is supporting and how the fund will be recognized.

The third project was asked for more information on the project and costs and to come back with a new proposal.

A breakdown of the total costs remaining in the funds will be provided for the next Council meeting.

CBMF is working on a design for the plaque, and it will be sent to the municipality and will be located on a piece of Island Stone at the site similar to the founding families plaque.

8.B. Island Studies Work Placement:

All interviews were completed and a copy of each of the sessions was provided and sent to all parties for their review. There are some changes needed in some of the sessions and one participant does not want his report released based on the discussion in the report. We are waiting to hear from the remainder of participants.

8.C. Community Navigator Program:

It was decided by the Council that Peggy be asked to provide an agenda of what could be talked at a meeting for the next Council meeting.

8.D. Montgomery Park – Cats:

Information was presented on costs for additional cats at Montgomery Park as Deputy Mayor Lowther had been asked to get some pricing on additional cats.

Information only at this time as all projects will be reviewed as part of the budget review process.

9. New Business:

9.A. Heritage Park Recognition Award:

The Resort Municipality was presented with a Heritage Recognition Award on February 18, 2021 for outstanding work and dedication creating Montgomery Park. The ceremony was held at Beaconsfield Historic House.

The award information was sent out to all the funding partners, engineer and the artist and the sculptor to advise them of the award.

9.B. Canada PEI Infrastructure intake:

Intake for programs is taking place from February 19, 2021 until April 30, 2021.

Information sessions are being held on March 1, 3 and 5, 2021. Councillor Brammer and the CAO will attend the session on March 3, 2021.

9.C. Student Engineering Projects:

Lisa Sanderson sent a letter regarding engineering projects for the municipality to see if there were any projects that the Faculty of Sustainable Design Engineering could work on with the municipality.

Mayor Jelley advised that a project for them to look at could be on some type of secure bracket system for the lights on Grahams Lane.

Deputy Mayor Lowther, Councillor Drost and the CAO will meet with them to discuss potential projects.

9.D. Canadian Healthy Communities:

Funding is available starting February 9, 2020 for the Canada Health Communities Initiative. They support projects under Creating safe and vibrant public spaces, improving mobility options and digital solutions. This fund should be looked at with any of the Municipality's recreation and trails projects.

9.E. Maritime Electric Solar Farm project for Municipalities:

Information was in the meeting package on the proposal from Maritime Electric.

Discussion was had on the solar farm and the space that would be required to install one based on the information provided by Maritime Electric and that the municipality currently does not have the land base to accommodate one.

9.F. FPEIM Annual Meeting:

Information is in the meeting package on the upcoming Annual Meeting on April 26, 2021.

There were no resolutions submitted by the municipality.

9.G. MuniSight Proposal:

The proposal will be kept on file at this time. If the municipality wants to proceed further then any work would be sent out for tender.

10. Concerns:

10.A. Councillor's:

Councillor Drost raised a question over development permits for solar panels and that he felt that a permit should not be required for them if they are installed on the roof of a structure.

Mayor Jelley advised that this will be dealt with as part of the Official Plan and Bylaw Review Process, otherwise an amendment would have to be completed to the bylaw to make them exempt at the present time.

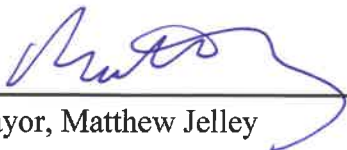
10.B. Residents':

A recreation rebate was received from Lori MacKinnon for her daughter and she is 17 years old and the recreation rebate is only valid up to 16 years of age.

It was moved by Deputy Mayor Lowther, seconded by Councillor Clark Dunning that the recreation rebate be amended to 18 years of age for students. All in favor 6, 1 non-voting. Motion Carried.

11. ADJOURNMENT:

Mayor Jelley adjourned the meeting at 7:34 p.m.



Mayor, Matthew Jelley



Brenda MacDonald, CAO