



Agenda
Town of Three Rivers
Regular Council Meeting

August 8, 2022

7:00 pm

Town Hall - Council Chambers

1. **Call to Order**
2. **Approval of Agenda**
Motion:
THAT the agenda be approved as presented.
3. **Disclosure of Conflict of Interest**
4. **Adoption of July 11, 2022 Minutes of Regular Council Meeting**
Motion:
THAT the minutes of the July 11, 2022 Regular Council Meeting be adopted as written.
5. **RCMP Report**
6. **Presentations and Delegations**
Speakers are allowed five (5) minutes to present to Council. Council will not debate or enter into a dialogue with speaker(s) during the presentation. Council may question speaker(s) after presentation.
 - 6.1. **Ms. Marilyn Barrett - CHANGE program**
7. **Reports**

7.1. Auditor's Report - Ms. Michelle Burge, MRSB

Motion:

BE IT RESOLVED THAT the Financial Report from Town Auditor MRSB, for the fiscal year ended March 31, 2022, is accepted as presented.

Motion:

BE IT RESOLVED THAT Council approve the following contributions and withdrawals from the specified reserve funds –

Montague Reserve Fund

- Withdrawals
 - \$70,978.00 – as budgeted for MacIntyre Ave Active Transportation Trail
 - \$21,522.00 – as budgeted for Queens Road Sidewalk
 - \$9,746.67 – overage on MacIntyre Ave Active Transportation Trail
 - \$10,194.68 – purchase of Outdoor Rink
 - \$8,555.88 – as budgeted for Waterfront Marina and Improvement Project
 - \$17,339.65 – as budgeted for new Digital Sign
 - \$1,183,526.00 – as budgeted for Town Hall

Lower Montague Reserve Fund

- Withdrawals
 - \$2,825.65 – improvements at Lower Montague Community Centre

Georgetown Fire Truck Reserve Fund

- Contribution
 - \$15,003 – as budgeted in 2021/2022 Operating Budget

Therefore, the unaudited balances on March 31, 2022, for the reserve funds will be as follows:

Montague -	\$254,670.12*
Georgetown -	\$113,371.01*
Cardigan -	\$19,830.08*
Brudenell -	\$60,539.61*
Valleyfield -	\$0.00
Lorne Valley -	\$0.00
Lower Montague -	\$0.00
Georgetown Fire Truck -	\$68,953.60

7.2. Mayor's Report

7.3. Development Permit Report

7.4. Planning Board Report

7.4.1. Three Rivers Development Bylaw

Motion:

BE IT RESOLVED THAT the Three Rivers Development Bylaw, bylaw 2022-05, be read a second time.

Motion:

BE IT RESOLVED THAT the Three Rivers Development Bylaw, bylaw 2022-05, be approved.

Motion:

BE IT RESOLVED THAT the Three Rivers Development Bylaw, bylaw 2022-05, be adopted.

7.4.2. Severance Application - PID 166835, 27 MacDonald Road, Brudenell

Motion:

THAT the proposed severance of a 0.94-acre lot from a 1.78-acre lot PID#166835, MacDonald Rd be approved on the following conditions:

1. All transactions involving the transfer of money or land in conjunction with the subdivision have been made to the satisfaction of Council.
2. The subdivision has been surveyed and the survey plan has been certified by a Prince Edward Island Land Surveyor & the planning department has received 6 copies.
3. Approval obtained from appropriate provincial departments.
4. Will not cause undue flooding or erosion or adversely affect the water table.
5. Furnish evidence that an on-site sewage disposal system permit has been obtained, according to the PEI Sewage Disposal Regulations in the Environmental Protection Act, prior to the issuance of a subdivision permit.

7.4.3. Development Application - PID 193409, Blue Heron Crescent, Lower Montague

Motion:

THAT Council approve a 2766 sq. ft single unit dwelling located on Blue Heron Cres, PID 193409 Lot 06-11 subject to the following conditions:

All work must be undertaken in accordance with the approved plans, including the use, location, and dimensions provided. Any proposed changes or revisions must be submitted to the Town for approval. The following constitutes the approved plans:

- Development Application, dated 28 June 2022
- Drawing 1, General Notes Plan, dated 28 June 2022
- Drawing 2 Elevations Plan, dated 28 June 2022
- Drawing 3 Annotation Side Elevation Plan, dated 28 June 2022
- Drawing 4 Floor Plan, dated 28 June 2022
- Drawing 5 Foundation Plan, 28 June 2022
- Drawing 6 Roof Plan, dated 28 June 2022
- Lot Plan, dated 28 June 2022

7.4.4. Development Application - PID 193409, Leslie's Lane, Lower Montague

Motion:

THAT Council approve a 2766 sq. ft. single unit dwelling located on Leslie's Ln, PID 193409 Lot 06-4 subject to the following conditions:

All work must be undertaken in accordance with the approved plans, including the use, location, and dimensions provided. Any proposed changes or revisions must be submitted to the Town for approval. The following constitutes the approved plans:

- Development Application, dated 30 June 2022
- Drawing 1, General Notes Plan, dated 30 June 2022
- Drawing 2 Elevations Plan, dated 30 June 2022
- Drawing 3 Annotation Side Elevation Plan, dated 30 June 2022
- Drawing 4 Floor Plan, dated 30 June 2022
- Drawing 5 Foundation Plan, 30 June 2022
- Drawing 6 Roof Plan, dated 30 June 2022
- Lot Plan, dated 30 June 2022

7.4.5. Severance Application - PID 618124, 38 East Royalty Road, Georgetown

Motion:

THAT 0.4 acres be severed from PID 172981 and consolidated with PID 618124 with the following conditions:

1. That 5 copies of the final subdivision plan showing both lots pinned and certified by a surveyor registered to practice in Prince Edward Island be submitted.
2. Pending approval of the sale of PID 172981.

7.4.6. Development Application - PID 1091289, Lot 2020-2 North Street, Georgetown

Motion:

THAT Council approve, subject to conditions, the 1008 sq.ft Single Family Dwelling with 80 sq.ft deck on lot 2020-2, North Street, Georgetown. The proposed dwelling has been found to meet the requirements of the Town of Georgetown Zoning & Subdivision Control (Development) Bylaw 2018 and the wider objective of delivering housing through the Town of Georgetown Official Plan 2018.

Condition 1: The applicant is required to provide confirmation of the grant of an entranceway permit.

Condition 2: All work must be undertaken in accordance with the approved plans, including the use, location, and dimensions provided. Any proposed changes or revisions must be submitted to the Town for approval. The following constitutes the approved plans:

- Development Application, dated 11 July 2022
- Lot Plan, dated 11 July 2022
- Elevations Plan, dated 11 July 2022
- Floor Plan, dated 11 July 2022

7.4.7. Development Application - PID 1091289, Lot 2020-1 North Street, Georgetown

Motion:

THAT Council approve, subject to conditions, the 1008sq.ft Single Family Dwelling with 80 sq.ft deck on lot 2020-1, North Street, Georgetown. The proposed dwelling has been found to meet the requirements of the Town of Georgetown Zoning & Subdivision Control (Development) Bylaw 2018 and the wider objective of delivering housing through the Town of Georgetown Official Plan 2018.

Condition 1: The applicant is required to provide confirmation of the grant of an entranceway permit.

Condition 2: All work must be undertaken in accordance with the approved plans, including the use, location, and dimensions provided. Any proposed changes or revisions must be submitted to the Town for approval. The following constitutes the approved plans:

- Development Application, dated 11 July 2022
- Lot Plan, dated 11 July 2022
- Elevations Plan, dated 11 July 2022
- Floor Plan, dated 11 July 2022

7.5. Financial Report

7.5.1. Montague Utility

7.5.2. Georgetown Utility

8. Requests for Decision from Committee of Council Meeting

8.1. Request for Decision 22-32 Credit Card Limit

Motion:

BE IT RESOLVED THAT the Town of Three Rivers authorize borrowing of up to \$25,000 on Visa credit cards, at prevailing credit card rates of interest, repayable on demand, for the purpose of facilitating purchases made in the normal course of business, and secured by this general borrowing resolution. This amount will not cause the municipality to exceed its debt limit.

8.2. Request for Decision 22-33 Revised Job Titles

Motion:

WHEREAS Three Rivers contracted a Human Resources consultant to review the Town's staffing structure, and

WHEREAS the consultant made a recommendation that some job titles be adjusted to better reflect the function and responsibilities of the positions for clarity in the public and when advertising positions, and

WHEREAS the titles of the existing positions only will be adjusted, with no change to the content of the associated job descriptions or the compensation levels, therefore

BE IT RESOLVED THAT the titles of the current positions be amended as shown:

Current Title	Position Title effective Aug 8/22
Accountant	Financial Officer
Maintenance Supervisor	Public Works Supervisor
Maintenance I	Utilities Operator
Maintenance II	Public Works Employee I
Maintenance III	Public Works Employee II

8.3. Request for Decision 22-37 Amend Fee Schedule

Motion:

BE IT RESOLVED THAT Schedule A to the Fees Bylaw is amended as presented.

8.4. Request for Decision 22-38 Design of Active Trails

Motion:

BE IT RESOLVED THAT CBCL be contracted to provide Engineering Design Services: Sidewalks and Multi-Purpose Pathways in the amount of \$80,000 plus HST.

8.5. Request for Decision 22-34 PID 172981

Motion:

Whereas the portion of PID 172981 south of North Street was declared surplus by Council on April 11, 2022, to be subdivided and consolidated with an adjacent parcel, and

Whereas an appraisal from a qualified appraiser has value the property at \$1,000, and

Whereas an offer to purchase the property and consolidate it with an adjoining parcel has been received, therefore

BE IT RESOLVED THAT a portion of PID 172981, south of North Street, be sold to Emily and Wilfred Standing for \$1,000 with the following conditions:

1. The costs of a survey of the property, and all legal expenses, will be the responsibility of the purchaser, and
2. the lot must be consolidated with PID 618124.

9. Adjournment

Motion:

THAT the meeting be adjourned.