



Minutes
Town of Three Rivers
Regular Council Meeting

August 8, 2022
7:00 pm
Town Hall - Council Chambers

Members Present	Mayor Ed MacAulay, Deputy Mayor Debbie Johnston, Councillor Larry Creed, Councillor Gerard Holland, Councillor Cody Jenkins, Councillor Jane King, Councillor John MacFarlane, Councillor Cameron MacLean, Councillor Hannah Martens, Councillor David McGrath, Councillor Paul Morrison, Councillor Alan Munro
Staff Present	CAO Jill Walsh, Manager of Corporate Services Danielle Herring, Planning Technician Patrick Donahoe, Clerk of Council Joan Marks, Accountant Ashley Higginbotham
Others Present	1 public 1 media Sgt. S. Coady, RCMP Ms. M. Burge, MRSB

1. Call to Order

Mayor MacAulay called the meeting to order at 7:00 pm.

2. Approval of Agenda

22-142

Moved By Deputy Mayor Johnston

Seconded By Councillor Jenkins

THAT the agenda be amended to remove item 8.4.

Motion Carried Unanimously

21-143

Moved By Councillor Munro

Seconded By Councillor McGrath

THAT the agenda be approved as amended.

Motion Carried Unanimously

3. Disclosure of Conflict of Interest

3.1 Councillor Jenkins - Request for Decision 22-34 PID 172981

4. Adoption of July 11, 2022 Minutes of Regular Council Meeting

21-144

Moved By Councillor McGrath

Seconded By Councillor Creed

THAT the minutes of the July 11, 2022 Regular Council Meeting be adopted as written.

Motion Carried Unanimously

5. RCMP Report

Sgt. Shaun Coady presented report for July, 2022.

6. Presentations and Delegations

6.1 Ms. Marilyn Barrett - CHANGE program

Not available.

7. Reports

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

Ms. Michelle Burge presented report.

22-145

Moved By Councillor Munro

Seconded By Councillor Cameron MacLean

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

Motion Carried Unanimously

22-146

Moved By Councillor Cameron MacLean

Seconded By Councillor McGrath

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

Motion Carried Unanimously

7.2 Mayor's Report

Mayor MacAulay reported on meetings and activities with Henry Luyombya, Director Mental Health and Atlantic Canada, Canadian Congress on Inclusive Diversity. The Town is asked to put an application for funding into Canada Race Relations on behalf of the Congress, to sponsor a Diversity and Inclusion event in Three Rivers. The Mayor will bring forward a budget and seek formal support.

7.3 Development Permit Report

Report presented as written.

7.4 Planning Board Report

7.4.1 Three Rivers Development Bylaw

22-147

Moved By Councillor King

Seconded By Councillor Jenkins

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

Motion Carried Unanimously

22-148

Moved By Councillor King

Seconded By Deputy Mayor Johnston

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

Motion Carried Unanimously

22-149

Moved By Councillor King

Seconded By Deputy Mayor Johnston

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

Motion Carried Unanimously

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

22-150

Moved By Councillor King

Seconded By Councillor Munro

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.

Motion Carried Unanimously

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

22-151

Moved By Councillor King

Seconded By Councillor Munro

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

Motion Carried Unanimously

7.4.4 Development Application - PID 193409, Leslie's Lane, Lower Montague**22-152****Moved By** Councillor King**Seconded By** Councillor Munro

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

Motion Carried Unanimously

7.4.5 Severance Application - PID 618124, 38 East Royalty Road, Georgetown**22-153****Moved By** Councillor King**Seconded By** Councillor Munro

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.

Motion Carried Unanimously

7.4.6 Development Application - PID 1091289, Lot 2020-2 North Street, Georgetown**22-154****Moved By** Councillor King**Seconded By** Councillor Holland

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

Motion Carried Unanimously

7.4.7 Development Application - PID 1091289, Lot 2020-1 North Street, Georgetown**22-155****Moved By** Councillor King**Seconded By** Councillor McGrath

THAT Council approve, subject to conditions, the 1008 sq. 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

Motion Carried Unanimously

7.5 Financial Report

7.5.1 Montague Utility

Report as written.

7.5.2 Georgetown Utility

Report as written.

8. Requests for Decision from Committee of Council Meeting

8.1 Request for Decision 22-32 Credit Card Limit

22-156

Moved By Councillor Jenkins

Seconded By Deputy Mayor Johnston

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.

Motion Carried Unanimously

8.2 Request for Decision 22-33 Revised Job Titles**22-157****Moved By** Councillor McGrath**Seconded By** Councillor Creed

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

Motion Carried Unanimously

8.3 Request for Decision 22-37 Amend Fee Schedule**22-158****Moved By** Councillor McGrath**Seconded By** Councillor Cameron MacLean

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

22-159

Moved By Councillor Jenkins

Seconded By Councillor Munro

THAT the resolution be tabled until the correct version of Schedule A is available.

Motion Carried Unanimously

Main Motion Tabled

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

This item was removed from agenda.

8.5 Request for Decision 22-34 PID 172981

Councillor Jenkins declared a conflict on this item.

Councillor Cody Jenkins left the meeting at 8:05 pm.

22-160

Moved By Councillor Munro

Seconded By Councillor Creed

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 valued 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.

Motion Carried Unanimously

Councillor Cody Jenkins joined the meeting at 8:07 pm.

9. Adjournment

22-161

Moved By Councillor Munro

Seconded By Councillor Jenkins

THAT the meeting be adjourned.

Motion Carried Unanimously

The meeting was adjourned at 8:07 pm.

Jill Walsh

Jill Walsh
CAO

Ed MacAulay

Ed MacAulay
Mayor