

RURAL MUNICIPALITY OF VICTORIA
COUNCIL MEETING MINUTES
WEDNESDAY, APRIL 12, 2023
6:30PM - OLD SCHOOL
730 VICTORIA RD, VICTORIA

As Quorum had not yet been achieved, agenda item 5c (an informational item with a guest presenter) was presented to councillors and the public present, prior to the meeting starting. Kevin McCarville gave a summary of how the province views shared services, and the benefits it could offer small municipalities such as Victoria.

It was made clear that municipalities would be required to express willingness and make the arrangements to bring a shared services plan to life, the province would not be the main driver. However, financial assistance may be offered to help kickstart a plan.

Questions

- Deputy Mayor Trainor offered comments regarding potential benefits and possible concerns for municipalities. She indicated that she had heard from the community that this felt like a push for amalgamation, but recognized that each area currently looking for a solution has unique wants and needs in terms of preserving their community.
- CAO Keenan confirmed the accuracy of the workload being heavy and that one person wearing many hats is currently required for municipal staff in small communities. She recognized that specialized task focus could be a benefit if we find complementary specialities amongst staff in neighbouring communities, but if staff have similar skill sets and similar gaps, sharing services may not lead to increased efficiency.
- Councillor Wright agreed that there was lots to discuss on the matter of shared services, but expressed that his concern is with the MGA and its expectations of small municipalities to operate like larger communities. Perhaps some requirements that have no relevance to a smaller community could be pushed back to the province to manage.
- A resident spoke to Victoria's sense of identity and how looking back at the history of the village may assist in defining how Victoria sees themselves.

Present

Deputy Mayor Shelley Trainor (Chair)
Councillor Jamie-Lee Brown
Councillor Tom Wright
Councillor Eric Gilbert, via Zoom

FAA Marsha Empson
CAO Anna Keenan

Members of the public, in person and via Zoom
Regrets – Councillor Marly Anderson

Quorum was achieved for this meeting.

1. Meeting called to order by Deputy Mayor Trainor @ 7:26pm

Deputy Mayor Trainor indicated that there would be time for public questions and comments after certain points in the agenda and at the end of the meeting.

2. Approval of agenda

Motion moved to approve the agenda as circulated.

Motion moved by Councillor Wright, seconded by Councillor Brown

Motion carried unanimously (3 votes for, 0 against).

3. Declaration of conflict of interest

None declared.

4. Approval of minutes

Motion moved to approve the minutes of March 28, 2023.

Motion moved by Councillor Gilbert, seconded by Councillor Wright.

Motion carried unanimously (3 votes for, 0 against).

5. Presentations and public input & questions

5a Victoria Day announcement – Provided by Brenda Boudreau with the Victoria Historical Association.

- *“I am pleased to inform council that in keeping with the on and off tradition of celebrating Victoria on Victoria Day, the VHA is planning a special event for 2023, Monday May 22 at the school. As part 3 of the heritage wall installation, we will be unveiling a “scroll” containing the names of all teachers of Victoria School during its first 100 years, 1872-1973. Along with that will be a montage of the 5 teachers who are still living and they will be invited to attend. Further details will be forthcoming at or before next month’s meeting. We would be very pleased to see a show of support from our governing officials.”*

5b Brief period for questions & answers from the public to Council (for matters not addressed elsewhere on the agenda. 10 mins)

- A resident expressed concern over hearing mixed messages regarding zoning and keeping the central core assignment as originally set. She hoped for clarification soon and indicated that a family member had emailed the municipality asking for information. CAO Keenan confirmed that the family member had been responded to with the current information. She stated that there should be no mixed messages as nothing has changed, and confirmed that a public meeting would be held prior to any changes being made to zoning. The resident had the understanding that Central Core properties would not be changed, to which CAO Keenan replied that owners of individual properties could meet

with her to discuss, and asked that individual concerns be raised to her outside of council meetings.

(5c had been presented prior to the meeting being called to order, due to lack of initial quorum. Written slides from the presentation would be provided for Councillors to review)

6. Business arising from minutes

6a. Appointment of a Municipal Electoral Officer (MEO) and Deputy, for the Council byelection to take place 29 May.

(Relevant laws & regulations include the [RMV Elections bylaw](#), PEI's [Municipal Elections Regulations](#), and the MGA itself. [The province's summary page for municipal elections is here.](#))

- CAO Keenan confirmed that the election date had been set at the prior council meeting. She indicated that Hilary Price had served in the MEO role before and was willing to do it again. Costs were approved as part of the 2023/24 budget.

Motion moved that Hilary Price be appointed as Municipal Electoral Officer (MEO), and Marsha Empson as Deputy MEO, for the Council byelection to take place 29 May, 2023. Further, that all Election Officials shall be paid at the rate as noted in the Provincial Election Act Tariff of Fees and Expenses Regulations.

Further, that the CAO is authorized to execute standard contracts and agreements, within the scope of the approved annual budget, to execute this resolution.

Motion moved by Councillor Brown, seconded by Councillor Wright

Motion carried unanimously (3 votes for, 0 against).

Resolution #2023-23

7. CAO report

7a. Actions list – CAO Keenan reviewed recently completed and outstanding items. The entire list forms part of the meeting package.

7b. Development permits report – CAO Keenan confirmed that a permit submitted by the Lobster Barn was required to be approved by council and would be discussed later on in the meeting. The full report forms part of the meeting package.

- **Action item** – Correct the address on the Planning Decisions calendar for permit application #V-23-04 to 23 Howard St., from 20 Howard St.

7c. Financial update – The full report forms part of the meeting package. CAO Keenan noted that she wishes to work with FAA Empson to make the Financial Package more accessible and useful to Councillors in future months.

7d. Activities report – CAO Keenan reviewed recent activities. The full report forms part of the meeting package.

8. Deputy Mayor's report

Deputy Mayor Trainor indicated that she had been away since March 21 and thanked everyone for their help in keeping things moving forward in her absence, especially Councillor Marly Anderson who covered as Acting Mayor during this time.

9. Water & Sewer Commission report

Water testing summary – The summary forms part of the meeting package.

Water & Sewer Commission report from the chair – Summarized by Councillor Brown. The full report forms part of the meeting package.

10. Planning Board report

Provided by Councillor Anderson, read aloud by CAO Keenan. The full report forms part of the meeting package.

11. Introduction of new business

11a. Planning Decision request - Lobster Barn Expansion

- CAO Keenan reviewed some of the details of the application received and explained that due to its commercial nature the application is required to be approved by council, rather than the development officer. The municipal development officer did recommend approval based on specific requirements being met.
- Councillor Gilbert expressed that he felt it was a good use of space and had no issues with approval.
- Deputy Mayor Trainor asked what exactly was being approved. FAA Empson replied that this was considered a change of use and Councillor Wright read aloud some of the details of the application. It was confirmed that there were some concerns regarding capacity but they weren't an issue as seating capacity was not increased.

Motion moved that the development permit #V-23-03 as presented is approved and issued to Marly Anderson, notably subject to the condition that the existing restaurant shall not increase seating capacity. This approval is given with the understanding that the current seating capacity for the restaurant is 75, and that the water & sewer system is designed to accommodate such a capacity.

It was at this time that a resident commented via Zoom that Councillor Brown was thought to be in conflict. Discussion revealed that this may not be the case, however, Councillor Brown did leave the room.

Motion moved by Councillor Gilbert, seconded by Councillor Wright.

Motion carried unanimously (2 votes for, 0 against).

Resolution #2023-24

11b. AMAR property and Victoria Park: process that would be required for rezoning & development

- CAO Keenan reviewed the current and draft zoning maps and the boundaries of Victoria Park. Details of the 10 year lease that is up in August 2023, and the responsibilities of the municipality were mentioned. She confirmed that she had met with AMAR and PEI BioAlliance and was brought up to speed on the public presentation offered by AMAR in late 2022. CAO Keenan shared that AMAR had communicated to her that was no viability for business for AMAR if they could not expand their operations here in Victoria. To rezone the land in question, two things would need to happen: the first would be for the property owner to submit an application for rezoning, the next would be for a development permit to be submitted. CAO Keenan indicated that AMAR needs to know their options by early summer, to make financial decisions.
- Councillor Gilbert indicated that he thought the public presentation was well done, but feels that the public were not able to convey their thoughts. He was not willing to move forward without public input.
- Deputy Mayor Trainor asked if there were thoughts on what to do with the property. Some options are to give it back to the province, or ask for a longer lease. She indicated that it's unclear whether the municipality is able to move forward on those discussions.
- CAO Keenan agreed that discussions for the desired use of the space should occur. She pointed out that an obligation to hold a public meeting would be required if a rezoning application were submitted. She requested Council approval to allow the CAO, together with the Mayor, to begin discussions with the province about what is possible. Councillor Wright clarified that this had already occurred prior to CAO Keenan's tenure, with the Mayor to be included in the correspondence. She therefore shared with that approval, she will move ahead in conversations with provincial staff on that basis.

c. FPEIM Annual Meeting

CAO Keenan shared that the FPEIM Annual Meeting is in Souris at the end of this month, and that she believes it would be beneficial for representatives of Victoria to attend.

BE IT RESOLVED that Council authorize up to 2 representatives of RMV (including the CAO) to attend the FPEIM AGM in Souris on April 24, and that their registration and travel (gas) costs be covered by the municipality (estimated maximum cost \$250).

Moved by Councillor Wright, seconded by Councillor Gilbert.

Motion carried unanimously (3 votes for, 0 against).

There was a discussion about Victoria's support for a former FPEIM negotiation position, supporting the idea that PEI municipalities should receive a larger proportion of provincial taxes collected within municipalities. PEI municipalities receive 30% of these taxes, and the lowest level amongst other Canadian provinces is 50%.

Action - the CAO will investigate the FPEIM's position on the issue of municipal shares of provincial taxes, and will report back at the next Council meeting.

d. Fire Department Land Acquisition - Ravis Beach Lane

CAO Keenan reviewed the history of the municipality's interest in acquiring the remnant portions of Rovis Beach Lane.

Motion moved that Council authorise the CAO to continue discussions with the province about the municipality acquiring PID 404434, the remnant portion of the land formerly designated as Rovis Beach Lane, to enable potential future expansion of the Fire Hall, subject to a pedestrian right of way being maintained.

Motion moved by Councillor Brown, seconded by Councillor Wright.

Motion carried unanimously (3 votes for, 0 against).

Resolution #2023-25

12. Council correspondence

All items are attached to the meeting package

Housing Accelerator Fund

- CAO Keenan to attend webinar being held on April 13, 2023.

Nancy Quinn, Seaside Bookshop

- For information only, referred to Victoria Business Association.

Donating a bench for the Boardwalk

- The municipality was contacted by an individual who would like to place a memorial bench in Victoria, near the waterfront. The full letter forms part of the meeting package.
- Council questioned if costs would be incurred by the municipality for installation or maintenance.
 - o **Action item** - CAO to follow up with individual offering to donate a bench to the municipality to obtain more details in regards to expectations of municipality and costs.

Motorcycle Poker Stop tour – June 4

- For information only, entire email forms part of the meeting package.

Questions

- A resident asked if there were reports from the Fire Department and the Planning Board. Deputy Mayor Trainor clarified that the Planning Board report was read aloud during that portion of the meeting. The resident then expressed their opinion that the Draft Planning document was 5 years old and that Planning Board should request that council approve it.
- CAO Keenan provided details of a meeting held with the Fire Department. She clarified that this is a department of the municipality and as such the chief reports to the CAO who will then relay the details to council. The municipality is currently waiting on the fire department to complete the Fire Services Bylaw template so that it can be formally submitted.

13. Closed in-camera meeting as per MGA Section 119 (1) (b) & (d)

Motion moved that council move to in-camera portion of the meeting at 8:54pm.

Motion moved by Councillor Brown, seconded by Councillor Wright.

Motion carried unanimously (3 votes for, 0 against).

Motion moved that council come out of in-camera portion of the meeting at 9:17pm.

Motion moved by Councillor Wright, seconded by Councillor Brown.

Motion carried unanimously (3 votes for, 0 against).

14. Report out & Actions Arising from In-Camera discussion

Motion moved to appoint Finance & Administrative Assistant Marsha Empson as Development Officer for the 2017 Option to Purchase, submitted by Larry Peck.

Motion moved by Councillor Wright, seconded by Councillor Brown.

Motion carried unanimously (3 votes for, 0 against).

Resolution #2023-26

Motion moved to authorize the CAO to submit an application to subdivide Parcel B from PID 687046 and append it to the Municipality's PID 663609 and to transfer the remnant portion of PID 687046 to Esmond Lawrence Peck in accordance with the terms set out in the Option to Purchase dated July 27, 2017.

Motion moved by Councillor Gilbert, seconded by Councillor Brown.

Motion carried unanimously (3 votes for, 0 against).

Resolution #2023-27

Motion to adjourn made by Deputy Mayor Trainor @ 9:21pm

Submitted by CAO Anna Keenan

Approved by Deputy Mayor Trainor