

APPROVED MINUTES
Regular Council Meeting – Rural Municipality of North Shore
Wednesday, June 13th, 2018

PRESENT:

Mayor Gordon Ellis, Deputy Mayor Peter Vriend, Councillors Derek Cook, Charity Sheehan, Kent MacLean, Gerard Watts, Melody Gay, Eric Ellsworth, Jamie Rea, Connie Egan, Justin Walsh, Beth Pretty and CAO Jonathan MacLean

REGRETS:

Councillor Shawn Reardon

1. **CALL TO ORDER:** 7:01 pm by Mayor Ellis

2. **APPROVAL OF THE AGENDA:**

It was duly moved and seconded that the agenda be approved.

Moved by Councillor Sheehan, seconded by Councillor Egan

11-0

MOTION CARRIED 2018-06-52

2.1 **DISCLOSURE OF CONFLICT OF INTEREST:**

Part VI, Section 96 of the *Municipalities Act*

(1) A council member is in a conflict of interest if, in relation to a matter under consideration by the council, the member or a person closely connected to the member

(a) has any pecuniary interest;

(b) is a shareholder, officer, agent or director of a corporation or any other organization that has dealings or contracts with the municipality; or

(c) is a party to dealings or a contract with the municipality, or is a member of a partnership that has dealings or a contract with the municipality.

DECLARATIONS: *There were none.*

3. **APPROVAL OF MINUTES:**

It was duly moved and seconded that the minutes of the May 9th 2018, meeting be approved.

***Moved by Councillor Ellsworth, seconded by Councillor Rea
11-0
MOTION CARRIED 2018-06-53***

4. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS:

none

5. REPORTS

5.1 Finance and Infrastructure - Councillor Watts

Councillor Watts reported that the committee recently meet and reviewed the capital projects that are in the capital budget. There was also some recent maintenance work done with the septic system as there had been some issues with the system backing up, this has been taken care of with the completion of the maintenance work.

The provincial Rural Growth Initiative fund is available and can be applied for to fund the projects in the capital budget up to 50%.

It was duly moved and seconded to apply to the Community Revitalization Program - Rural Growth Initiative to provide funding for the following capital projects, Stanhope Place Renovations- siding, windows, flooring and wheelchair ramp, Cenotaph walkway and upgrades, Electronic sign and floating dock. Approximate cost \$80,000.

***Moved by Councillor Watts, seconded by Councillor Vriends
11-0
MOTION CARRIED 2018-06-55***

Councillor Watts presented presented the Budget tracking document Appendix A, the budget is on track for this year.

It was duly moved and seconded that the financial report be accepted as presented.

***Moved by Councillor Vriends, seconded by Councillor Ellsworth
11-0***

MOTION CARRIED 2018-06-56

5.2 Administrator's Report:

**ADMINISTRATOR'S REPORT
June 2018**

- Ongoing committee meetings have been attended and recorded
- Update website, social media and send e-newsletter
- Events and Rec – Zane Nicholson – Canada Day, Event Bookings and organization, brochure and social media update and engagement
- New Funding 1.1 cents per hundred of Assessment for Communities with Planning in effect \$1,530 per month or \$18,360 per year
- All Committee Meetings need to be posted 24 hours before and are open to the public
- Covehead Bay Study - Report completed and posted
- Attended FCM 2018 in Halifax May 31 - June 3, 2018
- Amalgamation - North Shore, Grand Tracadie and Pleasant Grove - Minister submitted to IRAC
- Letter requesting inclusion of 60 acre parcel included in correspondence
- Election November 2018 - Deputy MEO appointment required Sharon Bradley
- Rezoning Applications- Two underway, Jack's Way Phase 1 approved by the Minister
- Conflict of Interest By-Law on Agenda
- Summer Student funding confirmed - Job Ad posted
- New Horizons stairlift funding application submitted
- Proposed Ward Boundaries for Restructured North Shore
- Vacation - Week of July 2nd

CAO Jonathan MacLean presented a map depicting the proposed ward system for North Shore for the November elections assuming the amalgamation process is completed with Grand Tracadie and Pleasant Grove the proposed map could be part of the elections By-Law

It was duly moved and seconded the Rural Municipality of North Shore appoint Sharon Bradley as the Deputy Municipal Electoral Officer for the November 5, 2018 Municipal Election.

Moved by Councillor Vriends, seconded by Councillor Ellsworth

11-0

MOTION CARRIED 2018-06-57

5.3 EMO Committee - Councillor Pretty

Councilor Pretty reported that that NSJEMO did not meet this month but would be meeting before Canada Day to discuss plans for that Day.

5.4 Environmental Sustainability – Councillor Egan

Councilor Egan reported that it is time to do the water and sewer educational mailout, and we are looking at reviewing and possible changing the flyer. A special Council meeting was held a few weeks ago to review and discuss the Covehead Bay Review report, at that meeting Council accepted the report, there were a few changes to the report which included updating the number of surveys received and adding an Appendix - Resources. Another item that came out of the report was a Communication Plan (Appendix B).

It was duly moved and seconded the Rural Municipality of North Shore move forward with publishing the Covehead Bay Communications Plan (Appendix B)

***Moved by Councillor Egan, seconded by Councillor Walsh
11-0
MOTION CARRIED 2018-06-58***

Councilor Egan reported that some priorities of the recommendations of the report where to complete a study on the health of the Bay and marine use planning for the Bay. Councilor Egan asked that committees review the recommendations and take a look at what is relevant for their committees and how the committees could act on them. Councilor Egan thanked Tracey Allen who completed the Covehead Bay Review.

5.5 Planning Board:

Planning Board Chair Ellsworth presented the second reading, approval of the second reading and adoption BY-06-2018-05 to rezone a 2 acre portion of PID 138560 from residential to agricultural. Motions in Appendix C.

Planning Board Chair Ellsworth presented the adoption of OP-06-2018-10, the first reading of BY-06-2018-06 and approval of the first reading of BY-06-2018-06

to rezone PID 1064724 from residential to resort commercial. Motions in Appendix D.

5.6 Recreation and Community Engagement Committee - Councillor Sheehan

Councilor Sheehan highlighted from her report (Appendix E) the upcoming Canada Day event at the North Shore Community Centre July 1st from 1pm-3pm. The committee has also been working on the 55 plus games scheduled for September. Councilor Sheehan reported that the Girl Guide 10 week program was a success and the group plans to continue in September at Stanhope Place.

It was duly moved and seconded to continue to provide free space for the Girl Guide program at Stanhope Place on Monday evenings from 6:00pm – 7:30pm, September 2018 through June 2019.

Moved by Councillor Sheehan, seconded by Councillor Walsh
11-0
MOTION CARRIED 2018-06-64

Councillor Gay also highlighted the Dinner and Do event and suggested that more volunteers would be needed in future years, the committee will meet with Joanne Jay to discuss the event.

5.7 Mayors Report/Executive Committee - Mayor Ellis

Mayor Ellis thanked all committees for their work. Mayor Ellis asked Council to consider the Conflict of Interest By-Law included in Appendix F.

It was duly moved and seconded that the Conflict of Interest Bylaw #2018-05 be read the first time and first reading be approved.(Appendix F)

Moved by Councillor Watts, seconded by Councillor Sheehan
11-0
MOTION CARRIED 2018-06-64

6. CORRESPONDENCE

Mayor Ellis reported that a letter has been received from Roger MacLauchlan requesting that the Municipality include a 60 acre parcel of land (PID 141135) bordering the municipality as part of the current restructuring application from North Shore, Pleasant Grove and Grand Tracadie (letter in Appendix G)

It was duly moved and seconded that North Shore amend the restructuring application to include PID 141135 as part of the current application(Appendix G)

Moved by Councillor Ellsworth, seconded by Councillor Gay

It was duly moved and seconded that North Shore amend the previous motion to submit a separate application to annex PID 141135 to become part of the Rural Municipality of North Shore.

Moved by Councillor Sheehan, seconded by Councillor Cook

11-0

MOTION CARRIED 2018-06-65

7. NEW BUSINESS

8.1 Resident Inquiries to Council Members

Councilor Watts reported that he has received some concerns about a agricultural property in MacLachlan Highlands that holds public events but does not have adequate parking for these events and cars are parked up and down the streets of the residential area. Councilor Watts questioned whether permits would be required from this business. There is a safety issue here with all the cars parked on the road.

Councilor MacLean noted that there are dangerous bumps on the promenade that the should be repaired. This has been brought to Council before and the province still has not done any work on the bumps, the MLA for the area should be contacted and Council should push to get this fixed as there are a lot of different users of the promenade that this is a safety issue for.

8. **NEXT MEETING:** Regular Council Meeting, Wednesday, July 11th, 2018, 7pm

9. **ADJOURNMENT:**

There being no further business, the meeting adjourned at 9:08pm.

Moved by Councillor Gay, seconded by Councillor Walsh

11-0

MOTION CARRIED: 2018-06-66

SIGNED: Gordon Ellis, Mayor

DATE:

SIGNED: Jonathan MacLean, CAO

DATE:

Appendix A

Rural Municipality of North Shore Budget Tracking Per Month

May 2018				
ACCOUNT	2018/19 BUDGET	YTD ACTUAL AS AT May. 31, 18	BUDGET REMAINING	BUDGET REMAINING AS PERCENTAGE
REVENUE				
Property Taxes	\$ 228,469.61	\$ 75,310.96	\$ 153,158.65	67%
<i>Planning & Development</i>				
Building Permits	\$ 7,500.00	\$ 3,711.00	\$ 3,789.00	51%
Green Space	\$ -	\$ -	\$ -	0%
Fines	\$ -	\$ -	\$ -	0%
<i>NS Community Centre</i>				
Centre Rentals	\$ 25,000.00	\$ 9,161.00	\$ 15,839.00	63%
Centre Bar	\$ 12,500.00	\$ 911.13	\$ 11,588.87	93%
Community Events	\$ 3,000.00	\$ 1,843.30	\$ 1,156.70	39%
Wage Grant (JFY/Feds)	\$ 3,000.00	\$ -	\$ 3,000.00	100%
Miscellaneous Income	\$ 1,250.00	\$ -	\$ 1,250.00	100%
<i>Stanhope Place</i>				
Friends of the Bay	\$ 1,750.00	\$ 1,750.00	\$ -	0%
Stanhope Place Rentals	\$ 1,250.00	\$ 50.00	\$ 1,200.00	96%
Stanhope Place Cards	\$ 1,875.00	\$ 1,760.00	\$ 115.00	6%
Stanhope Heritage Association	\$ 250.00	\$ -	\$ 250.00	100%
<i>Funding</i>				
Canada Day/OEE/Violence	\$ 1,200.00	\$ 800.00	\$ 400.00	33%
Funding (Infrastructure/Community)	\$ -	\$ -	\$ -	0%
Grants/Government of PEI Assistance	\$ -	\$ 4,950.00	-\$ 4,950.00	0%
Gas Tax Funding	\$ -	\$ -	\$ -	0%
Funding for Capital Items TBD	\$ -	\$ -	\$ -	0%
Planning & Development Province 1.1 cent per	\$ 25,000.00	\$ 1,530.00	\$ 23,470.00	94%

Interest Income/Miscellaneous	\$ 1,437.50	\$ -	\$ 1,437.50	100%
TOTAL REVENUE	\$ 313,482.11	\$ 101,777.39	\$ 211,704.72	
EXPENSES				
<i>Administrative/Municipal</i>				
Administrator's Wages inc. MERCs	\$ 50,625.00	\$ 17,238.42	\$ 33,386.58	66%
Administrator Mileage	\$ 750.00	\$ 36.00	\$ 714.00	95%
Health Insurance	\$ 6,250.00	\$ 612.33	\$ 5,637.67	90%
Professional Fees/Bookkeeping/Audit	\$ 13,750.00	\$ 3,967.96	\$ 9,782.04	71%
Legal Services	\$ 6,250.00	\$ -	\$ 6,250.00	100%
Website Hosting	\$ 1,250.00	\$ -	\$ 1,250.00	100%
Councillor Remuneration	\$ 18,125.00	\$ -	\$ 18,125.00	100%
Councillor Mileage	\$ 625.00	\$ 25.00	\$ 600.00	96%
Equipment	\$ 2,500.00	\$ -	\$ 2,500.00	100%
Elections	\$ 3,500.00	\$ -	\$ 3,500.00	100%
Conference/Dues	\$ 6,250.00	\$ 4,551.13	\$ 1,698.87	27%
Insurance	\$ 13,250.00	\$ -	\$ 13,250.00	100%
Advertising	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Public Meetings	\$ 2,000.00	\$ 474.32	\$ 1,525.68	76%
Newsletter/Printing/Postage	\$ 3,750.00	\$ 1,955.69	\$ 1,794.31	48%
Office Expenses	\$ 6,250.00	\$ 1,314.43	\$ 4,935.57	79%
Interest and bank fees	\$ 1,250.00	\$ 371.08	\$ 878.92	70%
Telephone/Internet	\$ 3,750.00	\$ 775.87	\$ 2,974.13	79%
Donations	\$ 250.00	\$ -	\$ 250.00	100%
Capital Expenditures	\$ -	\$ 2,296.80	-\$ 2,296.80	0%
Total Administrative/Municipal	\$ 141,875.00	\$ 33,619.03	\$ 108,255.97	76%
<i>Planning/Development</i>				
Planning Consulting Fees	\$ 11,250.00	\$ -	\$ 11,250.00	100%
Official Plan Admin/Enforcement	\$ 3,125.00	\$ -	\$ 3,125.00	100%
Planning Consultant	\$ 12,500.00	\$ 10,700.76	\$ 1,799.24	14%
Planning Committee Costs	\$ 1,250.00	\$ 463.26	\$ 786.74	63%

Planning Mileage	\$ 125.00	\$ -	\$ 125.00	100%
Total Planning/Development	\$ 28,250.00	\$ 11,164.02	\$ 17,085.98	60%
Water & Wastewater Services	\$ 3,125.00	\$ -	\$ 3,125.00	100%
EMO - Emergency Measures Organization	\$ 2,750.00	\$ -	\$ 2,750.00	100%
Facilities and Public Property				
North Shore Community Centre				
Centre Wages inc. MERCS	\$ 29,375.00	\$ 9,628.95	\$ 19,746.05	67%
Activities Supplies/Licenses/Misc.	\$ 2,500.00	\$ -	\$ 2,500.00	100%
Bar/Canteen (licenses & bartenders)	\$ 4,375.00	\$ 354.61	\$ 4,020.39	92%
Electricity	\$ 6,250.00	\$ 3,056.26	\$ 3,193.74	51%
Casual/Student Wages	\$ 3,750.00	\$ 101.00	\$ 3,649.00	97%
Centre Mileage	\$ 500.00	\$ -	\$ 500.00	100%
Repair/Maintenance/Snow	\$ 30,000.00	\$ 10,056.59	\$ 19,943.41	66%
Heat Oil/Utilities	\$ 6,250.00	\$ 3,991.15	\$ 2,258.85	36%
Septic Fix	\$ 1,000.00	\$ 1,592.80	-\$ 592.80	-59%
Heating Review	\$ -	\$ -	\$ -	0%
Energy Retrofits/Insulation/Misc.	\$ -	\$ -	\$ -	0%
Payment/Interest on demand loan	\$ -	\$ -	\$ -	0%
Total North Shore Community Centre	\$ 84,000.00	\$ 28,781.36	\$ 55,218.64	66%
Stanhope Place				
Heat	\$ 625.00	\$ 404.31	\$ 220.69	35%
Electricity	\$ 5,000.00	\$ 3,038.35	\$ 1,961.65	39%
Capital Expenditures	\$ -	\$ -	\$ -	0%
Repair/Maintenance/Snow	\$ 3,750.00	\$ 1,204.50	\$ 2,545.50	68%
Energy Retrofits/Insulation/Misc.	\$ -	\$ -	\$ -	0%
Total Stanhope Place	\$ 9,375.00	\$ 4,647.16	\$ 4,727.84	50%
Promenade				
Promenade Maintenance	\$ 5,000.00	\$ -	\$ 5,000.00	100%
Promenade Lighting	\$ 907.50	\$ 320.96	\$ 586.54	65%
Total Promenade	\$ 5,907.50	\$ 320.96	\$ 5,586.54	95%

Total Facilities and Public Property	\$ 99,282.50	\$ 33,749.48	\$ 65,533.02	66%
Recreation				
Community Grants	\$ 3,500.00	\$ 2,600.00	\$ 900.00	26%
Friends of Covehead Bay	\$ 2,500.00	\$ -	\$ 2,500.00	100%
Soccer	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Event Expenses	\$ 7,500.00	\$ 2,479.73	\$ 5,020.27	67%
Total Recreation	\$ 14,500.00	\$ 5,079.73	\$ 9,420.27	65%
TOTAL EXPENSES	\$ 289,782.50	\$ 83,612.26	\$ 206,170.24	71%
SURPLUS/DEFICIT YTD	\$ 23,700	\$ 18,165		
CAPITAL FUND	\$ 20,000	\$ -		
SURPLUS/DEFICIT W/ CAPITAL FUND	\$ 3,700	\$ 18,165		

BALANCE SHEET - as at May 31, 2018

ASSET

Current Assets

Bank - Community	59,957.38	
Can-PEI Infrastructure (Gas Tax)	44,991.19	
Rest Cash - Green Space/Rec - Comm	5,840.00	
Official Plan/Greenspace GIC - Comm	19,543.74	
GIC - Community	5,399.27	
GIC - Reserve Fund	<u>50,710.88</u>	
Total Cash		186,442.46
Accounts Receivable	12,036.45	
GST/HST Recievable	<u>2,015.15</u>	
Total Receivables		14,051.60
Inventory - Bar - NSCC	<u>921.62</u>	
Total Inventory		921.62

Prepaid Expenses	<u>8,550.78</u>
Total Current Assets	<u>209,966.46</u>

Capital Assets

Accum Amort Computer	-97.00
Computer	965.03
Land	10,000.00
Building	915,778.85
Acc Amort - Building	-330,335.45
Land Improvements	39,348.57
Accum Amort - Land Improvements	-6,856.00
Promenade	799,177.88
Acc Amort - Promenade	-317,558.74
Equipment	76,621.15
Acc Amort - Equipement	<u>-57,114.57</u>
Total Capital Assets	<u>1,129,929.72</u>

TOTAL ASSET	<u><u>1,339,896.18</u></u>
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LIABILITY

Current Liabilities

Accounts payable - trade	10,590.83
BMO Mastercard	-84.46
Accrued Liabilities - Community	-0.22
Accrued Accounting	5,499.79
GST/HST Payable	-105.00
CPP Payable	610.58
EI Payable	283.22
Income tax payable	1,427.58
Vacation Pay Payable	446.40

PST Payable	<u>-66.46</u>	
Total Accounts payable & accruals		18,602.26
Deferred Revenue Official Plan		1,022.43
Deferred Revenue - Green Space/Rec		25,083.44
Deferred Revenue - Gas Tax		<u>60,544.00</u>
Total Current Liabilities		<u>105,252.13</u>
TOTAL LIABILITY		<u>105,252.13</u>
EQUITY		
Surplus		
Operating Fund		1,216,478.92
Current Earnings		<u>18,165.13</u>
Total Operating Fund		<u>1,234,644.05</u>
TOTAL EQUITY		<u>1,234,644.05</u>
LIABILITIES AND EQUITY		<u><u>1,339,896.18</u></u>

Appendix B

Appendix A – Email Communication

Subject Line: Results -Covehead Bay Review

Good morning (Name),

The Rural Municipality of North Shore would like to take this time to thank you for your participation in the recent survey, as part of the Covehead Bay Review.

The review has wrapped up the research phase and report writing phase and is now entering the recommendations review phase. Please find attached to this email the Review Brief that highlights the key findings from the research. For a full copy of the report please go to **LINK. To be provided by Jonathan.** To view the presentation overview of the Covehead Bay Review made to Council go to <https://www.slideshare.net/secret/BtnHsXByspj3V3>

In the coming months we will be inviting you to participate in various events designed to highlight, improve or educate on ways that you can continue your participation/role in the sustainability of Covehead Bay.

The first event will be a Forum on Climate Change for the North Shore hosted by Friends of Covehead-Brackley Bays - FCBB in partnership with the Rural Municipality of North Shore.

Friends of Covehead and Brackley Bays Watershed in partnership with the Rural Community of North Shore will host a Climate Change forum on Thursday, June 21st, 7pm at the North Shore Community Centre. Residents are invited to come and listen to the presentations by Peter Nishimura, PEI Climate Change Adaptation Policy Adviser and Cindy Crane, Surface Water Biologist. Following the presentations will be open discussions on what actions can be taken to improve the sustainability of our water/land.

Join us and help plan our future.



CLIMATE CHANGE FORUM

Listen. Contribute. Act

Thursday, June 21st 7pm

www.fcbbwatershed.ca

PETER NISHIMURA, PEI CLIMATE CHANGE ADAPTATION

Impacts on North Shore
Land & Water



See you at the North Shore Community Centre

CINDY CRANE, SURFACE WATER BIOLOGIST

Water Quality
Sustainable Improvements

Sincerely,
Gordon Ellis, Mayor, Rural Municipality of North Shore

Stakeholder Email

Subject Line: Results – Covehead Bay Review

Good morning (Name),

The Rural Municipality of North Shore would like to take this time to thank you for your participation in the interviewing/information gathering process, as part of the Covehead Bay Review.

The review has wrapped up the research phase and report writing phase and is

now entering the recommendations review phase. Please find attached to this email the Review Brief that highlights the key findings from the research. For a full copy of the report please go to **LINK. To be provided by Jonathan.** To view the presentation overview of the Covehead Bay Review made to Council go to <https://www.slideshare.net/secret/BtnHsXByspj3V3>

We value you as a key stakeholder in the current and future sustainability of Covehead Bay and welcome your thoughts and ideas on how to collaborate on projects for mutual benefit. We may be contacting you in the near future to discuss a possible project and hope you are open to the opportunity.

Sincerely,
Gordon Ellis, Mayor, Rural Municipality of North Shore

Appendix B – Review Brief

Project Statement: This review focused on creating a more socially cohesive and collaborative approach for the future sustainable planning of the shared resource, Covehead Bay, seen by many as a 'jewel of the community.'

Research Engagement

The review included a survey that had 171 respondents, stakeholder engagement of 40+, and a jurisdictional review.



Key Findings

1. Environmental Health of the Bays top priority

Reports from the province indicate the health of the bay is rated as fair while there are regular anoxia events (no oxygen) occurring. The federal government notes that there are areas of the bays that are currently closed to shellfish production due to being contaminated. Residents and stakeholders note problems with sea lettuce, green crabs, aglae blooms, sediment, berming, nitrogen overload, and water-depth.

2. Multi-users of Bays

There are a number of users of Covehead Bay.

- Ecological (species at risk, ecologically significant species, wildlife habitat, environmental observers, bird-watching)
- Commercial (tourism, fisheries, aquaculture, farming, etc.)
- Recreational (fishing, boating, clam digging, walking, swimming, scenic etc.)
- Historic (Lighthouse, Church, Community Centre, historic monument, historic parklands)

3. Stanhope Wharf Development (Opportunity/Safety)

The current physical state that the Stanhope Wharf is in was seen by many as both a safety concern and a develop opportunity. It is noted that the municipality doesn't own nor manage the Stanhope Wharf.

4. Dredging (water depth is an important safety/usage concern)

The water depth and berming within and around Covehead Bay was noted as a problem for both recreational and commercial operations. Safety in sailing/fishing and water navigation are impacted by the lack of water depth.

5. Usage - Shared for all (Marine Use Planning/Policy)

Based on the number of users, the mention of a sustainable plan to allow all users to share the bay was noted by many.

6. Planning - Climate Change, Buffer zones etc.

Climate change will have an impact on bay and planning of the municipality will need to address this in terms of water levels, setbacks, etc.

7. Social Carrying Capacity and Infrastructure Capacity

Public input was clear that capacity has been reached in most areas, with the exception of recreational.

Municipality's role

- Community representation Policy and Planning
- Emergency planning Infrastructure/Services

Recommendations

All the recommendations centre around representing community interests, recommending policy to other levels of government, changes to existing municipal planning by-law, creating new municipal by-law, watershed health, and recommending to Provincial/Federal governments and other stakeholders the development of a multi-user Marine Use Planning.

Recommendation Highlights:

1. **Environmental Review** - To conduct a scientific study of the Covehead-Brackley Bays with the purpose of developing a plan for remediation by 2019.
2. **Marine Use Planning** - To invite a number of stakeholders from industry,

government, and residents of the Rural Municipality of North Shore to meet and discuss a pilot project to develop a marine use plan (multi-users) for Covehead-Brackley Bays by fall 2018.

3. **Submit Policy Recommendations to Provincial/Federal Government** - To recommend policy to the appropriate levels of government or boards for the safeguard of the ecological, recreational, and economic benefit of the Rural Municipality of North Shore and its residents by Fall 2018 and continuing as consultations present opportunities.
4. **Changes to Planning By-laws** - To review bylaws that impact on water quality or climate change impacts.
5. **Pesticide Planning By-law** - To create a cosmetic pesticide bylaw to help improve that impact on water quality.
6. **Education – Social Marketing** - To create an educational campaign to educate multi-users of Covehead-Brackley Bays on ways to be ecological sensitive to their impact on water quality.
7. **Infrastructure Improvements** - To create MOUs with Provincial, Federal Departments, and Stanhope Golf course to outline the Municipality role in terms of infrastructure, maintenance and repair.
8. **Recreational/Fishing Launching Access** - Review new recreational access points for boat launching. (Infilling to create launch/Public Works). And explore recreational leasing of the bay by the municipality on behalf of residents.
9. **Non-Profit Dredging Corporation** - Explore the development of a multi-owned Non-Profit Dredging Operation to facilitate the ongoing dredging required by watersheds on PEI.
10. **Sea Lettuce/Green Crab Projects** - To explore projects around sea lettuce and green crab to assist in improving water quality while creating opportunities for tourism/culinary applications.

Appendix C – Press Release

--- For Immediate Release --

Rural Municipality of North Shore Releases Covehead Bay Review

June, 14th, West Covehead, PE – The Rural Municipality of North Shore is pleased to announce that the Covehead Bay Review has been completed with a number of recommendations being made to create a collaborate approach to the shared multi-use and shared responsibility to sustain one of the 'jewels of the community' Covehead Bay.

The review process included a public survey that had 171 respondents, 40+

interviews with various stakeholders, as well as, a jurisdictional review.

Local aquaculture farmer, Robbie Moore responded to the report, "As an aquaculture farmer, I'm happy to have been consulted on my views of Covehead-Brackley Bays and to have aquaculture recognized in the review. I look forward to seeing an environmental study done and hopefully a project or two to reduce the invasive species of sea lettuce and green crab in the bays."

Mayor Gordon Ellis was pleased with the report results saying, "The Covehead Bay Review gives the Rural Municipality of North Shore a clear view of the wide range of uses within the bay, the number of stakeholders involved in such a small area, and the importance that the bay holds for both residents and businesses. As we move forward, the focus will be on partnering with various stakeholders to ensure a healthy bay that is respectfully shared by all users."

All the recommendations in the report centre around representing community interests, recommending policy to other levels of government, changes to existing municipal planning by-law, creating new municipal by-law, watershed health, and recommending to Provincial/Federal governments and other stakeholders the development of a multi-user Marine Use Planning.

The full report can be viewed on the Rural Municipality of North Shore's website www.stanhopecovehead.pe.ca the presentation summary given to Council at the May meeting at <https://www.slideshare.net/secret/BtnHsXBypj3V3>.

The Rural Municipality of North Shore brings together West Covehead, Covehead Road and Stanhope with historical roots going back two centuries and more. Situated between the PEI National Park and the Municipality of York to the North and East of Charlottetown, the Community has increasingly become a "bedroom community" for workers who commute to Charlottetown as well as a summer haven for Islanders and non-Islanders alike. For more information visit www.stanhopecovehead.pe.ca

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Resource attached – Presentation and Review Brief Highlights

Contact: Jonathan MacLean, CAO
Rural Municipality of North Shore
Telephone (902) 672-2600
Email: jmaclean@northshorepei.ca
or visit the website at northshorepei.ca

Gordon Ellis, Mayor, Rural Municipality of North Shore

Appendix D – E-Newsletter

The Rural Municipality of North Shore is pleased to announce that the Covehead Bay Review has been completed with a number of recommendations being made to create a collaborate approach to the shared multi-use and shared responsibility to sustain one of the 'jewels of the community' Covehead Bay.

The review process included a public survey that had 171 respondents, 40+ interviews with various stakeholders, as well as, a jurisdictional review.

All the recommendations in the report centre around representing community interests, recommending policy to other levels of government, changes to existing municipal planning by-law, creating new municipal by-law, watershed health, and recommending to Provincial/Federal governments and other stakeholders the development of a multi-user Marine Use Planning.

The full report can be viewed on the Rural Municipality of North Shore's website www.stanhopecovehead.pe.ca the presentation summary given to Council at the May meeting at <https://www.slideshare.net/secret/BtnHsXByspj3V3>.

RESOLUTION FOR 2nd READING OF BY-05-2018-05

Date: June 13, 2018

Moved by Councillor: Ellsworth

Seconded by Councillor: Gay

"WHEREAS an application was received to rezone a 2 acre portion of PID# 138560, located at 808 MacMillan Point Road, West Covehead, from Residential (R) to Agricultural (A) for the purpose of a resource use related to a fishing operation;

AND WHEREAS a public meeting was held on May 2, 2018 in accordance with the PEI Planning Act and the Municipality's Land Use Bylaw;

AND WHEREAS the municipality's Planning Board has evaluated the application and is recommending that Council proceed with the Land Use Bylaw amendment BY-05-2018-05 [Schedule B – as attached];

AND WHEREAS, and the Official Plan was amended to support the application at the May 9th Council meeting;

BE IT RESOLVED THAT Bylaw BY-05-2018-05 [Schedule A – as attached], a Bylaw to amend the Rural Municipality of North Shore 2014 Land Use Bylaw be hereby read a second time.

11-0

MOTION CARRIED 2018-06-59

Schedule A is attached

RESOLUTION FOR APPROVAL OF 2nd READING OF BY-05-2018-05

Date: June 13, 2018

Moved by Councillor: Ellsworth

Seconded by Councillor: Rea

"WHEREAS an application was received to rezone a 2 acre portion of PID# 138560, located at 808 MacMillan Point Road, West Covehead, from Residential (R) to Agricultural (A) for the purpose of a resource use related to a fishing operation;

AND WHEREAS a public meeting was held on May 2, 2018 in accordance with the PEI Planning Act and the Municipality's Land Use Bylaw;

AND WHEREAS the municipality's Planning Board has evaluated the application and is recommending that Council proceed with the Land Use Bylaw amendment BY-05-2018-05 [Schedule B – as attached];

AND WHEREAS, and the Official Plan was amended to support the application at the May 9th Council meeting;

AND WHEREAS the bylaw was read a second time at this meeting;

BE IT RESOLVED THAT the second reading of Bylaw BY-05-2018-05 [Schedule B – as attached], a Bylaw to amend the Rural Municipality of North Shore 2014 Land Use Bylaw be hereby approved.

11-0

MOTION CARRIED 2018-06-60

Schedule A is attached

RESOLUTION FOR ADOPTION OF BY-05-2018-05

Date: June 13, 2018

Moved by Councillor: Ellsworth

Seconded by Councillor: Vriends

WHEREAS bylaw BY-05-2018-05 was read and approved for the first time on May 9, 2018;

AND WHEREAS Bylaw BY-05-2018-05 [Schedule A – as attached], a Bylaw to amend the Rural Municipality of North Shore 2014 Land Use Bylaw was read and approved a second time at this meeting;

BE IT RESOLVED THAT Bylaw BY-05-2018-05 [Schedule A – as attached], a Bylaw to amend the Rural Municipality of North Shore 2014 Land Use Bylaw be hereby adopted.

11-0

CARRIED 2018-06-61

Schedule A is attached

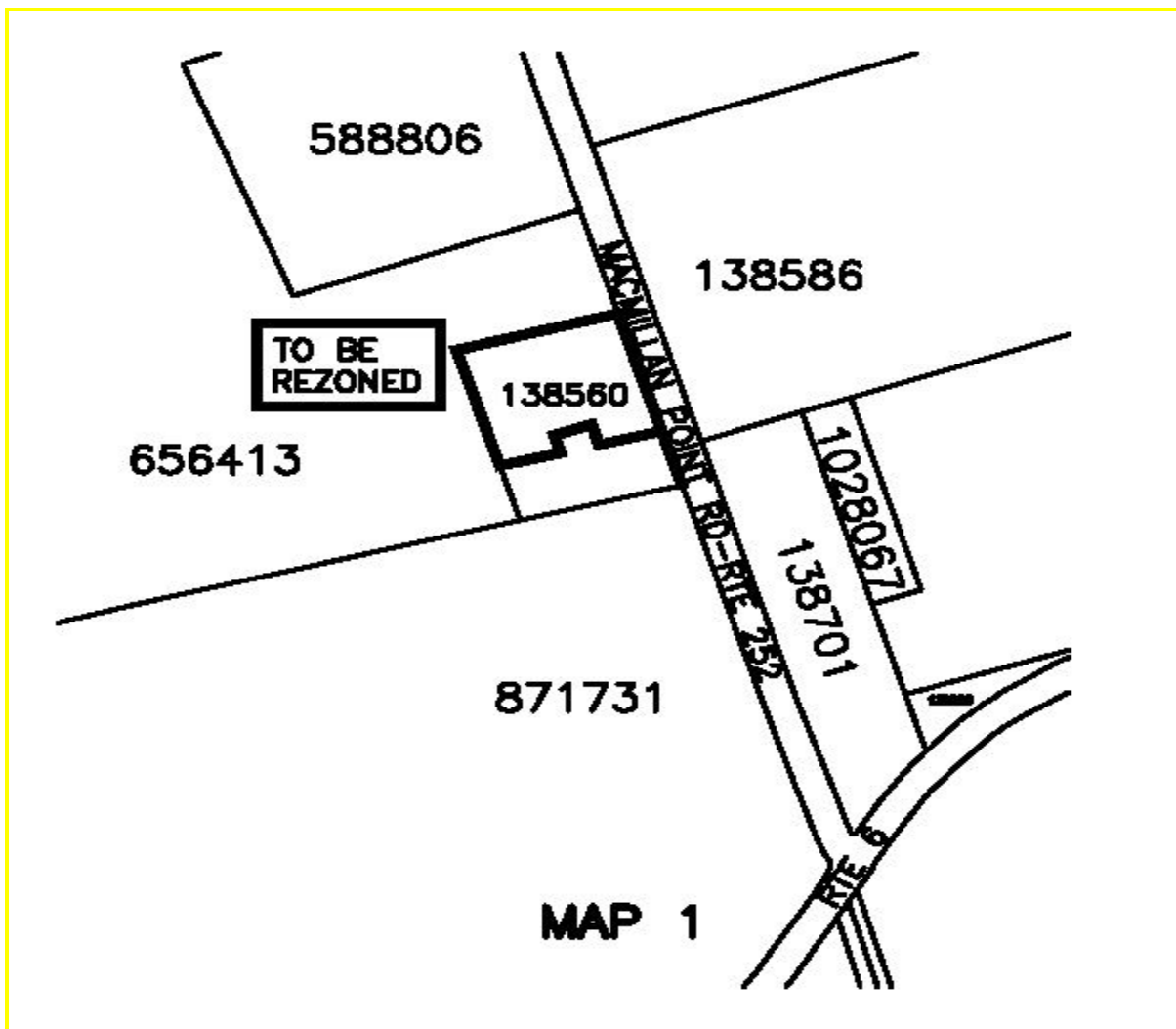
Schedule A

Zoning Bylaw Amendment - BY-05-2018-05

A Bylaw to Amend the Rural Municipality of North Shore 2014 Land Use Bylaw

The council of the Rural Municipality of North Shore under authority vested in it by Section 18 and Section 19 of the *Planning Act R.S.P.E.I 1988 Cap. P-8* hereby enacts as follows:

The zoning of a 2 acre portion of PID# 138560, located at 808 MacMillan Point Road, West Covehead as shown on Schedule A – Zoning Map of the Rural Municipality of North Shore 2014 Land Use Bylaw, is zoned Agricultural (A), hereby excluding it from its former zone of Residential (R).



Effective Date

The effective date of this Bylaw is the date as signed by the Minister of Communities, Land and Environment.

RESOLUTION FOR ADOPTION OF OP-06-2018-10

Date: June 13, 2018

Moved by Councillor: Ellsworth

Seconded by Councillor: Gay

“WHEREAS an application was received to rezone PID# 1064724, located at 2460 Route 25, West Covehead and the proposed rezoning requires an amendment to the General Future Land Use Map – Map 5 of the Rural Municipality of North Shore Official Plan from Residential (R) land use to Resort Commercial (RC) land use for the purpose of a holiday rental unit.

AND WHEREAS a public meeting was held on May 2, 2018 in accordance with the PEI Planning Act and the Municipality's Land Use Bylaw;

AND WHEREAS the municipality's Planning Board has evaluated the application and is recommending that Council proceed with the Official Plan amendment [Schedule A – as attached];

BE IT RESOLVED THAT an amendment to the Rural Municipality of North Shore 2014 Official Plan, [Schedule A - as attached] be formally adopted.

10-0

CARRIED 2018-06-62

Schedule A is attached

RESOLUTION FOR 1ST READING OF BY-06-2018-06

Date: June 13, 2018

Moved by Councillor: Ellsworth

Seconded by Councillor: Egan

“WHEREAS an application was received to rezone PID# 1064724, located at 2460 , West Covehead, from Residential (R) to Resort Commercial (RC) land use for the purpose of a holiday rental unit;

AND WHEREAS a public meeting was held on May 2, 2018 in accordance with the PEI Planning Act and the Municipality's Land Use Bylaw;

AND WHEREAS the municipality’s Planning Board has evaluated the application and is recommending that Council proceed with the Land Use Bylaw amendment BY-06-2018-06 [Schedule B – as attached];

AND WHEREAS, and the Official Plan was amended to support the application at this meeting;

BE IT RESOLVED THAT Bylaw BY-06-2018-06 [Schedule B – as attached], a Bylaw to amend the Rural Municipality of North Shore 2014 Land Use Bylaw be hereby read a first time.

10-1

CARRIED 2018-06-63

Schedule B is attached

RESOLUTION FOR APPROVAL OF 1ST READING OF BY-06-2018-06

Date: June 13, 2018

Moved by Councillor: Ellsworth

Seconded by Councillor:Sheehan

"WHEREAS an application was received to rezone PID# 1064724, located at 2460 , West Covehead, from Residential (R) to Resort Commercial (RC) land use for the purpose of a holiday rental unit;

AND WHEREAS a public meeting was held on May 2, 2018 in accordance with the PEI Planning Act and the Municipality's Land Use Bylaw;

AND WHEREAS the municipality's Planning Board has evaluated the application and is recommending that Council proceed with the Land Use Bylaw amendment BY-06-2018-06 [Schedule B – as attached];

AND WHEREAS, and the Official Plan was amended to support the application at this meeting;

AND WHEREAS the bylaw was read a first time at this meeting;

BE IT RESOLVED THAT the first reading of Bylaw BY-06-2018-06 [Schedule B – as attached], a Bylaw to amend the Rural Municipality of North Shore 2014 Land Use Bylaw be hereby approved.

10-1

CARRIED 2018-06-64

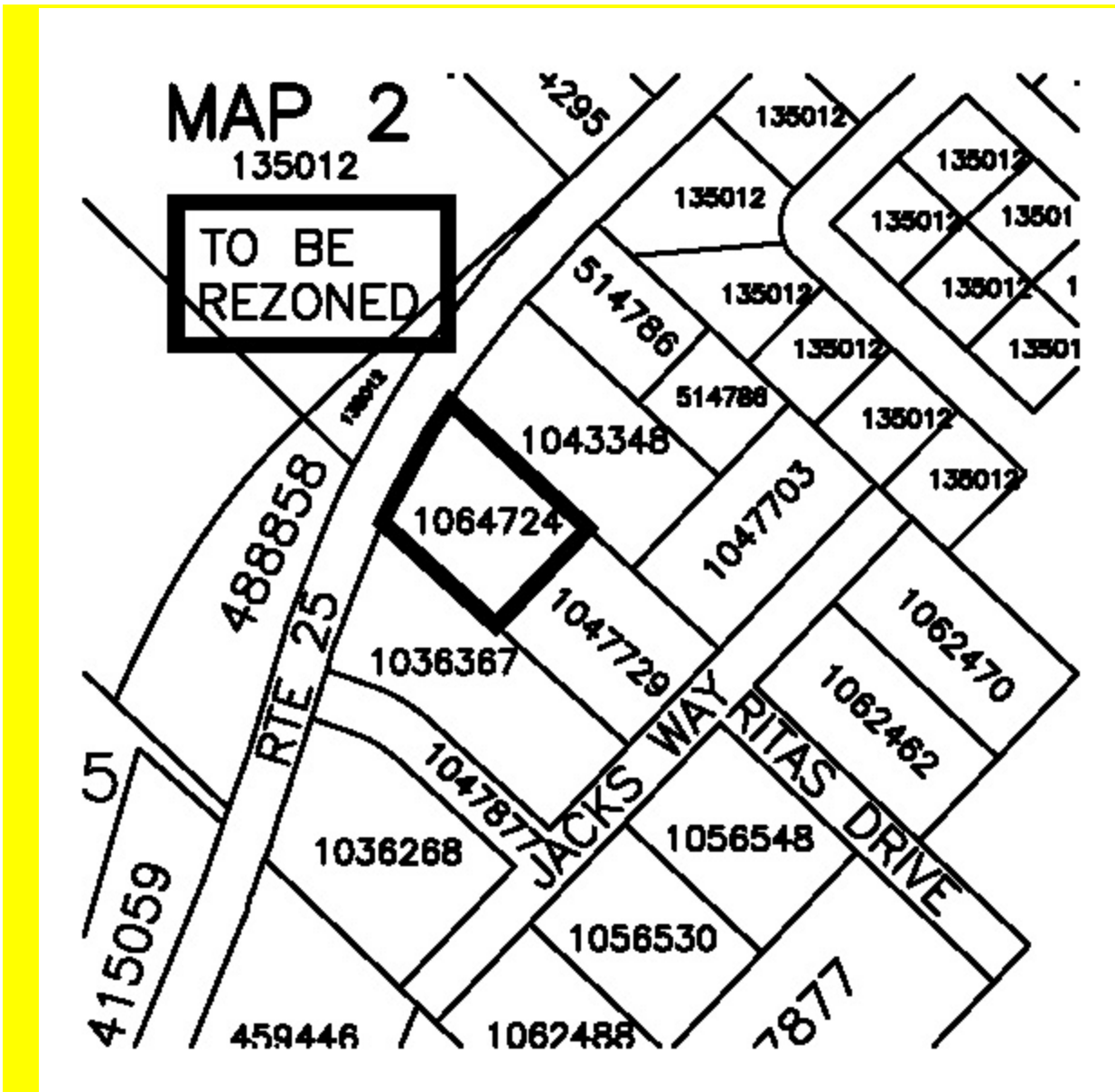
Schedule B is attached

Schedule B

Zoning Bylaw Amendment - BY-06-2018-06
A Bylaw to Amend the Rural Municipality of North Shore 2014 Land Use Bylaw

The council of the Rural Municipality of North Shore under authority vested in it by Section 18 and Section 19 of the *Planning Act R.S.P.E.I 1988 Cap. P-8* hereby enacts as follows:

The zoning of PID# 1064724, located at 2460 Route 25, West Covehead as shown on Schedule A – Zoning Map of the Rural Municipality of North Shore 2014 Land Use Bylaw, is zoned Resort Commercial (RC), hereby excluding it from its former zone of Residential (R).



**Recreation and Community Engagement Committee
Report to Rural Municipality of North Shore
Northshore Community Centre
June 6th, 2018**

Committee Members: Councillor Sheehan, Councillor Gay, Councillor Walsh
Municipality Staff: Jonathan MacLean, Administrator
Regrets: Councillor Reardon, Zane Nicholson, Events and Recreation Coordinator

1. Welcome

- Charity welcomed everyone to the meeting.

2. Upcoming Events

a. Dinner and Do

- Melody updated the committee about the event. She stated it was another success and applauded Joanne Jay for all her work in putting this event together for the community the past 3 years.
- There was a lengthy discussion about the role of the both the Recreation and Community Engagement committee and the North Shore events committee's involvement in the event.
- To give context, Melody reported that the Events Committee was approached to be included in the planning and implementation of the event in year 1, but volunteering night of was the capacity of the group.
- As the event as grown, it was decided that a meeting with Joanne take place to discuss the role the committees can provide in future events.
- Charity will follow up with Joanne.

b. Canada Day

- Jonathan circulated a report Zane had prepared in his absence.
- There was discussion surrounding the layout of the event and how to maximize the space for all involved. Jonathan will discuss with Zane.
- Jonathan reported that the Municipality staff will be on hand to help with set up and tear down of the event. Set up will take place at 11 am.
- Melody will circulate the timeline to her committee and request volunteers.
- Charity will circulate a sign-up sheet at the June Council Meeting for councillor engagement.
- Grand Tracadie has approached the committee to partner in some joint advertising of Canada Day events in the area. It was agreed that a joint flyer be produced and circulated to the communities. Jonathan and Zane will create and circulate the flyer.
- Jonathan noted a few other tasks that need to be completed for the event and will pass them along to Zane.

c. 55+ Games – September 10-14, 2018

- Charity gave a brief updated on the planning of this event.
- Zane and Valerie, from 55+ Games have been in email communication regarding the “To Do List” for the games.
- Next steps include securing a Games Organizing Committee and having an orientation session.

3. Events & Recreation Coordinator Update

- Zane provided a brief update to Charity in his absence.
- All programming has wrapped up for the season.
- Day Camp numbers continue to grow however right now the before and after school program does not seem to be viable. There is a plan in place to offer PD days and camps during extended school breaks.
- Girl Guides and Sparks had higher than expectant numbers for their 10 week free trial. They wrap up on June 11 and plan to offer the program again in the fall.
- Charity will bring forward a motion for continued use of space at Stanhope Place.
- Zane has been working closing with goEast (Recreation Council) to provide programming in the community.

Respectfully submitted by: Charity Sheehan

**Rural Municipality of North Shore
Space Request for Girl Guide Program**

Motion for Consideration

Update

In March of 2018, Council of the Rural Municipality of North Shore passed a motion giving free space at Stanhope Place to a newly formed Girl Guides program in the community.

The program ran a free 10 week “Come Try Guides” program and were overwhelmed with the positive response from the community. The intent was to offer only Sparks programming for 5 & 6 year olds. As many community residence had older children as well, Brownies and Girl Guides were added.

Over the past 10 weeks, 30 Sparks, 21 Brownies, and 20 Girl Guides took part in the program in Monday nights, from 6-7pm, led by 8 community volunteers.

The Girl Guides program has been able to offer the residence of our community another opportunity to be engaged, learn, and give back to their community.

Motion to Council

Motion to continue to provide free space for the Girl Guide program at Stanhope Place on Monday evenings from 6:00pm – 7:30pm, September 2018 through June 2019.

Rural Municipality of North Shore, PEI
A Bylaw to Provide Rules Governing Conflict of Interest for Members of Council
Bylaw # 2018-05

BE IT ENACTED by the Council of the Rural Municipality of North Shore as follows:

1. Title

1.1. This bylaw shall be known and cited as the “Conflict of Interest Bylaw.”

2. Authority

2.1. Section 97 of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., requires a Council to establish a bylaw outlining a procedure to be followed by a member of Council if the member believes or suspects that they may have a conflict of interest or if a complaint is received by council that a member has a conflict of interest.

3. Application

3.1. This bylaw applies to all members of Council.

4. Definitions

4.1. “Act” means the *Municipal Government Act*.

4.2. “Bias” means a preconceived opinion, predisposition, or prejudice that prevents a person from impartially evaluating information on an issue that has been presented for determination.

4.3. “Chief Administrative Officer” or “CAO” means the administrative head of a municipality as appointed by Council under clause 86(2)(c) of the *Municipal Government Act*.

4.4. “Councillor” means a member of Council other than the Mayor.

4.5. “Conflict of Interest” means a situation in which a member of Council is in a conflict of interest if, in relation to a matter under consideration by the Council, the member or a person closely connected to the member:

- (a) has any pecuniary interest;
- (b) is a shareholder, officer, agent or director of a corporation or any other organization that has dealings or contracts with the municipality; or
- (c) is a party to dealings or a contract with the municipality, or is a member of a partnership that has dealings or a contract with the municipality.
- (d) a Council member is in a conflict of interest if the member makes a decision or participates in making a decision in the execution of their office while at the same time the member knows or ought reasonably to know that the member’s private interests or the private interests of a person closely connected to the member affected the member’s impartiality in the making of the decision.

4.6. “Council” means the Mayor and other members of the Council of a municipality.

- 4.7. "Family member" means, in relation to a person, a spouse, parent, child, brother, sister, aunt, uncle, grandchild, grandparent, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law or daughter-in-law of the person;
- 4.8. "Improper Conduct" means behaviour that a reasonable and sensible person would not do. It is behaviour that is unfitting and not suited to the character, time, and place.
- 4.9. "Pecuniary" means money or monetary matters or that which can be valued in money.
- 4.10. "Person Closely Connected", in relation to a member, means a family member, an agent, a business partner or an employer of the person.
- 4.11. "Private Interest" means a relationship, obligation, duty, responsibility or benefit unique to the member of Council or a person closely connected to the member of Council.
- 4.12. "Undue Influence" means one person taking advantage of a position of power over another person. This inequity in power between the parties can impair one party's consent as that person is unable to freely exercise independent will.

5. General

- 5.1. Pursuant to subsections 97.(1) and 97.(2) of the Act, the purpose of this bylaw is to:
- (a) set out the procedure to be followed by a member of Council if the member believes or suspects that they may have a conflict of interest; and
 - (b) set out the procedure to be followed by the Council if a complaint is received by Council that a member of Council has a conflict of interest.
- 5.2. Pursuant to Part 5, Division 2 of the *Municipal Government Act*, where there is an inconsistency between this bylaw and the *Municipal Government Act* or another enactment, this bylaw is of no force or effect to the extent of the inconsistency.

6. Procedure for Reporting Conflicts of Interest

- 6.1. Every member of Council is individually responsible for preventing potential and actual conflicts of interest as defined in the Act.
- 6.2. A member of Council must ensure that the conflict of interest is brought to the attention of Council as soon as it arises and declare their interest before any discussion of the matter during any type of meeting of Council including:
- (a) council meetings;
 - (b) council committee meetings, including Planning Board meetings
 - (c) meetings with the public for the purpose of information sharing or gathering such as town hall meetings;
 - (d) public hearings required under legislation;
 - (e) controlled corporation meetings; and

- (f) meetings where the member serves as the representative of the Council on another body;
- 6.3. There is no conflict in the decision made by Council if an interest is properly declared and the declaration:
- (a) occurs before any consideration or discussion;
 - (b) discloses the general nature of the conflict;
 - (c) includes any material details that may reasonably be seen to affect the member's impartiality; and
 - (d) involves the person making the declaration leaving the room at any time while the topic is being discussed and decisions relating to the topic are being made.
- 6.4. If a member of Council or a person closely connected to the member develops a private interest in a matter *after* it has been addressed by Council, the member of Council must disclose the conflict of interest as soon as possible thereafter.
- 6.5. A member of Council shall disclose an interest each and every time the matter in which an interest is held is brought before Council.
- 6.6. Pursuant to subsection 96.(3) *Municipal Government Act*, when a member of Council declares a conflict of interest, the Council member:
- (a) shall refrain from discussion and voting;
 - (b) must leave the room where the meeting is being held until discussion and voting has occurred;
 - (c) shall not influence discussion, voting, recommendations or other actions to be taken involving the matter, including using their office or position to influence others or the decisions of others, before, during, and after the meeting.
- 6.7. A declaration of a conflict of interest must be recorded in the meeting minutes. If a conflict of interest is declared by a member of Council, the CAO shall ensure that the following is recorded in the meeting minutes:
- (a) the declaration of a conflict of interest;
 - (b) the general nature of the conflict declared;
 - (c) the material details; and
 - (d) the abstention and withdrawal of the member.
- 6.8. The person presiding over any meeting of Council, a Council committee, a controlled corporation or other bodies of Council shall ensure that the provisions in this section are followed when a conflict of interest is declared. Discussion on the matter must be suspended until the Council, Council committee, controlled corporation, or other bodies of Council, as the case may be, can determine whether or not a conflict is present.

- 6.9. If a Council member is in doubt as to whether they are in a conflict of interest or may be in a conflict, it is the responsibility of that Council member to ensure a conflict is not present.
- 6.10. Where a member of Council has a conflict of interest, the member, as a taxpayer or voter, has a right to be heard at a meeting of Council pursuant to subsection 96(8) of the Act and as such, the member:
- (a) shall leave their place at the Council table, but is not required to leave the room;
 - (b) may exercise the right to be heard at the meeting in the same manner as a person who is not a member of Council; and
 - (c) shall leave the meeting room after having been heard until the matter has been dealt with by the Council, or the meeting has progressed to the next item on the agenda.
- 6.11. During any public consultation, hearing, or other format used by the municipality for seeking feedback from the public or receiving information from an applicant, a member of Council may exercise the right to be heard as a taxpayer or voter. However, the member must declare the conflict of interest to those present before speaking.

7. Procedure for Handling Conflict of Interest Complaints Against a Member of Council

- 7.1. A complaint that a member of Council is in a conflict of interest may be made to Council pursuant to section 97 of the Act:
- (a) by a member of Council; or
 - (b) in writing, by an elector.
- 7.2. After a complaint has made against a member of Council, the Mayor shall ensure that the complaint comes before Council to be addressed as follows:
- (a) Where a member of Council has made a complaint against another member of Council, the complainant will address Council with respect to the nature of the complaint.
 - (b) Where an elector has made a complaint against a member of Council, the complaint will be tabled in writing and the elector will be given the opportunity to speak.
- 7.3. At the conclusion of either event (a) or (b) in section 7.2, the Council member against whom the complaint is made must be given an opportunity to respond to the complaint.
- 7.4. The complaint must be recorded in the minutes of the meeting.
- 7.5. In the event that the Mayor is the subject of the complaint, the Deputy Mayor will bring the matter before Council.
- 7.6. After the member of Council against whom the complaint has been made has addressed Council, the member of Council must excuse themselves from the room for the duration of the discussion regarding the complaint.

- 7.7. Council may seek an opinion from legal counsel for the municipality when determining whether or not a conflict exists.
- 7.8. The member of Council may seek an opinion from independent legal counsel.
- 7.9. The member of Council against whom a complaint has been made must be absent from any discussion in advance of a vote and shall not vote in any way or attempt to influence the discussion of or voting on the matter at issue until the complaint has been resolved and it has been determined by Council that the member is not in a conflict.
- 7.10. Council will consider all relevant information and will determine, by vote, if a conflict of interest exists. The Council must declare that:
- (a) the member is in a conflict of interest; or
 - (b) the member is not in a conflict of interest.
- 7.11. The disclosure and decision as to whether a conflict of interest exists must be recorded in the minutes of the Council meeting.
- 7.12. If Council determines a conflict of interest exists, Council will require the member of council to:
- (a) remove himself or herself from the Council meeting and any other meeting when the matter is discussed;
 - (b) abstain from the discussion and voting on the matter; and
 - (c) not attempt in any way, before, during or after a meeting, to influence the discussion or voting on any question, decision, recommendation or other action to be taken involving a matter in which the member has a conflict of interest.

8. Disqualification for Failing to Disclose a Conflict of Interest

- 8.1. Pursuant to subsection 96(4) of the *Municipal Government Act*, a member of Council is disqualified from serving on Council if they:
- (a) fails to declare their interest in the matter before the Council;
 - (b) fails to remove themselves from the Council meeting and any other meeting when the matter is discussed;
 - (c) fails to abstain from the discussion and voting on the matter; and
 - (d) attempts in any way, before, during or after a meeting, to influence the discussion or voting on any question, decision, recommendation or other action to be taken involving a matter in which the member has a conflict of interest.
- 8.2. Pursuant to subsection 96(6) of the Act, a member of Council who fails to comply or contravenes section 8(1) of this bylaw may be pardoned by a resolution of Council, if Council is satisfied that the member's action was inadvertent or due to a genuine error in judgment.

8.3. Council shall not pardon a member of Council who fails to comply or contravenes section 8.1 where that member should reasonably have known that they were acting in a conflict.

8.4. Where a member is disqualified, Division 5 of Part 4 of the Act applies.

9. Effective Date

9.1. This Conflict of Interest Bylaw, Bylaw# 2018-05, shall be effective on the date of approval and adoption below.

10. First Reading:

This Conflict of Interest Bylaw, Bylaw# 2018-05, was read a first time at the Council meeting held on the 13th day of June, 2018.

This Conflict of Interest Bylaw, Bylaw# 2018-05, was approved by a majority of Council members present at the Council meeting held on the 13th day of June , 2018.

11. Second Reading:

This Conflict of Interest Bylaw, Bylaw# 2018-05, was read a second time at the Council meeting held on the _____ day of _____, 2018.

This Conflict of Interest Bylaw, Bylaw# 2018-05, was approved by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

12. Approval and Adoption by Council:

This Conflict of Interest Bylaw, Bylaw# 2018-05, was adopted by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

13. Signatures

Mayor

Gordon Ellis

Chief Administrative Officer

Jonathan MacLean

Schedule A – Sample Formal Complaint Form

I _____ of _____,
(First and Last Name) *(Full mailing address)*

I have reason to believe that the following contents of this statement are true and correct.

I hereby request the Council of the *Rural Municipality of North Shore* declare whether or not the following member(s) of the *Rural Municipality of North Shore* is in a conflict of interest:

Member(s) of Council name(s)

I have reason to believe that the above member(s) is in a conflict of interest because of the following:

(If additional information is required, please attach a separate page(s))

(Signature of Complainant)

14. *(Date signed)*

June 6, 2018

Mayor Gordon Ellis
Rural Municipality of North Shore
2120 Rte. 25, York, PE
C0A 1P0

RE: PID 141135

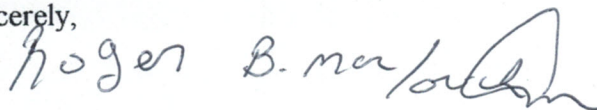
Dear Mayor Ellis,

I am writing with regards to a property I own that borders the Rural Municipality of North Shore. It has come to my attention recently that this property is not part of North Shore or Pleasant Grove and is unincorporated, even though it lies between these jurisdictions.

I hereby request that this piece of land, PID 141135, become part of the recently submitted amalgamation proposal of the Rural Municipality of North Shore, and that it be included in the said current amalgamation proposal.

Thank you for your attention in this matter.

Sincerely,

A handwritten signature in black ink that reads "Roger B. MacLauchlan". The signature is written in a cursive style with a large, stylized initial 'R'.

Roger MacLauchlan
75 Oak Drive
Charlottetown, PE