

AGENDA

Regular Council Meeting – Rural Municipality of North Shore **7:00 pm Wednesday, June 10th, 2020**

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

2.1 Disclosure of Pecuniary or other Conflicts of Interest

3. APPROVAL OF THE MINUTES FROM

REGULAR MEETING 7PM May 13th, 2020

3.1. Business arising from the minutes

3.2. RFD 2020-002 Lookout Memorial

3.3. RFD 2020-004 Tree Memorial

4. DELEGATIONS SPECIAL SPEAKERS AND PUBLIC INPUT

5. REPORTS

5.1. Mayor's Report

5.2. CAO Report

5.3. Finance and Administration

5.4. Water and Environment

5.5. EMO Committee

5.6. Development Permit Report

5.7. Recreation and Engagement Committee

5.8. Special Committee on the Official Plan Review

5.9. Resident Concerns

6. NEW BUSINESS (REQUESTS FOR DECISION)

6.1. RFD 2020-005 Request to Waive Rental Fees

6.2. RFD 2020-006 Request for additional Student hours

7. CORRESPONDENCE

7.1. Resident Email regarding Promenade issues

7.2. Letter to Council regarding Conflict of Interest

7.3. Letter to Council on behalf of Aquaculture Fishers of Covehead and Brackley Bay

8. CLOSED MEETING: Meeting will be closed as per MGA Section 119 (1) (d) Human Resource Matters

9. NEXT MEETING: July 8, 2020 7:00pm

10. ADJOURNMENT

APPROVED MINUTES

Regular Council Meeting – Rural Municipality of North Shore

Wednesday June 10th, 2020

PRESENT:

Mayor Gerard Watts, Deputy Mayor Nancy MacKinnon, Councilors - Krista Shaw, Derek Cook, Peter Vriends, Bob Doyle, Wanson Hemphill and CAO Stephanie Moase
Meeting was Live on Facebook

REGRETS: There were none

1. CALL TO ORDER: 7:06 pm by Mayor Gerard Watts

2. APPROVAL OF THE AGENDA:

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

Moved by Councilor Krista Shaw, seconded by Councilor Nancy MacKinnon.

6-0

MOTION CARRIED

2020-06-047

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: Mayor Gerard Watts declared we have received a letter regarding a potential Conflict of Interest so he will leave the room when the items are discussed.

3. APPROVAL OF MINUTES

It was duly moved and seconded that the minutes of the May 13th, 2020 Regular Monthly Meeting be approved as presented.

Moved by Councilor Bob Doyle, seconded by Councilor Wanson Hemphill

6-0

MOTION CARRIED

2020-06-048

3.1. BUSINESS ARISING FROM THE MINUTES

Councilor Krista Shaw asked what the Drive-thru Canada Day Event would entail, and did we require Council help. CAO mentioned that due to Covid restrictions we would not be doing the regular ice cream and strawberries but would have some treats and giveaways and would love to have as many Council on hand just to make the event be as social as possible in light of the circumstances.

Councilor Wanson Hemphill wanted to clarify a resident issue from last month that stated there were no handicap parking spaces at the National park parking lots. Councilor Hemphill has since verified there are spots available so no further action is required.

Mayor Gerard Watts asked if playgrounds are still closed to the Public. CAO stated that at this time the Kidsfit childcare center is running out of the Community Center so the Playground must remain closed to the Public at this time. The Grand Tracadie playground will be opened as soon as we can finalize and post the planned cleaning procedures.

3.2. RFD 2020-002 Lookout Memorial

Mayor Gerard Watts said that the family of Heidi Stevenson were happy that Council wants to do something in her honor. It was discussed to go ahead with a plaque on the gazebo by the wharf and to plant a tree in the small park by the gazebo. CAO will work with Councilor Wanson Hemphill on the best type of tree for that area. The golf course was ok with this idea.

It was duly moved and seconded that a tree (perhaps red oak) be planted in memory of Heidi Stevenson and a plaque be erected at the gazebo at the cost of \$250.

Moved by Councilor Krista Shaw, seconded by Councilor Peter Vriends

6-0

MOTION CARRIED

2020-06-049

3.3. RFD 2020-004 Tree Memorial

See above

4. DELEGATIONS, SPECIAL SPEAKERS AND PUBLIC INPUT

5. REPORTS

5.1. Mayor's Report

Mayor Gerard Watts reported that he has been working with the CAO getting some Capital projects completed. Have also been working with resident concerns and addressing incoming calls and documentation. It has been a busy month and all staff have been working hard to get things completed and moving forward, even though sometimes the contractors are very busy and hard to get pinned down. Please don't get discouraged if things don't seem to be getting done quickly, we are working on them but the pandemic has slowed the process for many things down quite a bit. Happy that the bookshelves are now completed at Stanhope Place.

5.2 CAO Report May 2020

- Did RFP, Contract and appointment of Bylaw Enforcement Officer for 2020.
- Working with Jennifer to update/maintain Website
- Working with Derek French regarding ongoing Planning issues
- Working with Water and Environment Committee for new Septic Bylaw

- Working to update Procedural Bylaw, on hold awaiting updates required around Electronic Meetings, Municipal Affairs working with Municipalities on this
- Working with Jennifer to update Rental Policy
- Working with Patsy to update Procurement Policy will need to go to Finance Committee, MGA requires a Procurement Bylaw but awaiting direction from Municipal Affairs on template
- Working with Enforcement Officer to field Bylaw infraction Complaints, three properties were fined for starting work prior to permit being issued, one property refused access to investigate complaints
- Working with Jennifer to provide up to date and pertinent information for newsletters
- Received \$9932.20 for Public Service Bodies Grant (5% of HST)
- Preparation of minutes for Council
- Gathering quotes to move forward with Capital Projects
- Worked with Patsy to prepare an Operational Plan to allow us to re-open under special Covid-19 measures
- Working with Kidsfit to prepare for them to re-open on June 1 for the month of June
- Interviewed and hired for new Custodial Position
- Received funding for 2 summer students, one through Jobs for Youth and one for Canada Summer Jobs. Currently accepting resumes for both.

Capital Projects

Outdoor Rink Upgrades- Budget \$30, 225 Recreation Committee reviewing size to determine if we should purchase aluminum rink board set for sale by private seller. Received Quote for additional set of boards to increase size. To go to Recreation Committee to determine costs for curbing and posts required

Grand Tracadie SC Windows-Budget \$ 37,115 Three quotes have been received on window replacement and 2 quotes for glass replacement. Finance Committee agreed that since windows were in good shape, just replacing the glass was best step forward

Grand Tracadie Entryway- Budget \$63,250 Need development permit from Province. Had 2 contractors decline to quote. Being over \$50,000 will need to be a Public Tender, CAO working on Tender Documents. Will request from Finance committee to engage engineer for drawings to agree on a design.

Grand Tracadie Community Signs- Budget \$1,650 Two quotes received, working to come up with an acceptable proof

Grand Tracadie Key Card Access/Security Cameras- On hold until Entryway design

Grand Tracadie Kitchen Renos- \$25000 received from New Horizons Two quotes received, waiting on updated quote from one and need a third quote.

NSCC Outdoor Storage Building- Budget \$8000 Quote has been chosen at \$7825 will be built on site by Paul MacMillan Require Development permit to be approved.

Stanhope Place Book Shelves- \$1275 Paul MacMillan has been to site and worked on shelving, almost complete

Stanhope Place Storage Building- \$1000 In lieu of hiring an outside contractor to cut grass at Promenade and Stanhope Place, placing a building at the site and putting a mower there allows Greg or students to cut grass safely. A tender was difficult as the areas along Promenade cut by us and others is not straight forward.

Second Baseball Field (Repair Tracadie Field)- \$12671+HST work completed June 3, 2020

Council Laptops- Budget \$4000- Laptops received and ready to go to Councilors. Cost \$3302.57

5.3 Finance and Administration Committee

Mayor Gerard Watts stated there was a Finance meeting last Monday, Live on Facebook. Application for permit for the maintenance building is with the Development Officer, when approved Paul MacMillan will start the build. Working with Transportation to get repairs done on pavement and the stairs at the Promenade have been completed. Boards for the rink have been quoted but still need to review how to secure. Creating a maintenance project list that can be done over the summer by Greg and the students. Finance report shows a surplus of \$38,000 for the end of the second month of fiscal

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year. Capital money is still in the operating account but the new account is now opened to be able to do the separation. Gas tax amounts for November will be coming in early, however our budgeting will not be affected. There was a small drop in revenue due to Covid-19 but to apply for grants it has to be a minimum of 30% loss. CAO will continue to monitor.

5.4 Water and Environment Committee

Chairperson, Councilor Wanson Hemphill stated that the Committee is continuing to work with CAO to draft a Septic Maintenance Bylaw. Draft will be tabled at next meeting. One member, Lynne Murphy, has resigned from the Committee and they are searching for another good quality candidate to replace her.

5.5 EMO Committee

Chairperson, Councilor Derek Cook stated the Committee has not yet met however will be looking to have one next month. The committee is large so we wanted to be properly prepared for the social distancing requirements etc.

5.6 Development Permit Report

Chairperson, Councilor Krista Shaw referred Council to the Development Permit Report. There were 9 approved permits in May. The Planning Board met last Thursday and have 2 Public meetings that will be required to be scheduled as soon as we are able to have larger gatherings. Council urges people to please look at the Bylaws or contact the office prior to development because starting projects without a permit and then having the Bylaw Officer cite a notice of violation and having to do the paperwork after the fact, takes much unnecessary time away from the CAO that could be used better elsewhere.

5.7 Recreation and Community Engagement Committee

Chairperson, Councilor Bob Doyle stated the Recreation Committee is scheduled to meet next Thursday at the NSCC. Pleased that the repairs have been completed on the second ballfield at NSCC and is now operational, as well as the repairs to the Grand Tracadie field. Mentioned that the weekly updates coming from the Recreation Coordinator have been really great. Hoping to continue this in the future for bi-weekly and urges Residents to sign up for it if you don't currently receive it!

5.8 Special Committee on the Official Plan Review

Chairperson, Councilor Peter Vriends stated the Committee held the last two week's meetings on Facebook Live. There is a lot of detail in the Landuse Bylaw and is quite a bit of work for the Committee to review section by section. The second draft of the Official Plan is available on the website which includes changes made from comments received from the Public Consultation. The Official Plan and Bylaw cannot and will not be finalized without additional Public Consultation which will happen as soon as the CPHO deems it is safe to meet. Please continue to review and forward your feedback to the CAO.

It was duly moved and seconded that all reports be approved as presented.

Moved by Councilor Nancy MacKinnon, seconded by Councilor Derek Cook

6-0

MOTION CARRIED

2020-06-050

5.9 Resident Concerns

Councilor Krista Shaw received an email from a resident asking why all emails from residents are not being considered official correspondence and being made available to Public. Councilor stated she could see both sides of the issue and is fine with making items public when requested to be made public but feels that if all email concerns are made public than it may discourage some residents from bringing items to Council. CAO will verify with Municipal Affairs for guidance.

Councilor Shaw also had a resident also asked if the interpretive plaques would be installed this year as they have not been put up recently. Councilor Wanson Hemphill stated that the panels were in disrepair and replacement value was over \$15000. He has come up with a plan that is low cost to help revive the panels back to their original splendor. Hope to have these fixed up soon.

Councilor Shaw also inquired about the floating docks. Mayor Gerard Watts said that the project had been on hold while the wharf was completing their renovations, a bulkhead will have to go in and the docks need to be delivered from Candock, hopefully within the next three weeks.

Councilor Shaw had a resident that complained that the old Stanhope Resort was quite an unsightly mess and wondered when they would be doing something about it. Mayor Gerard Watts stated that the owners have been in communication and have plans to demolish another building this year and to ensure the grass is kept cut.

Councilor Shaw has heard resident concerns regarding new homes being constructed on Old Sam Rd. They have been issued proper permits however residents are asking how this continual development will affect the water resources. This issue is currently being discussed with the Province to ensure there is accountability and oversight regarding the registration process of the new wells and septic. Councilor Shaw also had a letter come in late but just wanted to give it a mention, regarding the requirement of the grading and elevation plans required for a development permit. In this case it is for a subdivision that already has a stormwater drainage plan. CAO Stephanie Moase and Councilor Krista Shaw will speak with the development officer on this to get more information as this is not a new rule, it was already a requirement in the 2014 Landuse Bylaw.

Councilor Bob Doyle had a resident asking about the lack of playgrounds and greenspace in the Maryland Subdivision. The Developer does have a lot that is partially treed and requires fill but may be able to do something with that lot to provide some park area.

Councilor Wanson Hemphill mentioned the issue of the large fire today when a farm was burning brush in a field. Burn permits are not issued by the Municipality but through the Province. It was suggested that we request as a Municipality to be notified when a permit is issued so we can provide notice to residents about when these things will be taking place.

Mayor Gerard Watts recused himself from the discussion and left the room at 8:18pm

Councilor Peter Vriends had a call from a resident concerned about a Provincial septic permit issued to PID 544940. The resident feels there may be concern over whether the proper information was forwarded to the Province as this area is prone to high tidal waters, a possible flood zone that could cause bacterial contamination in the Bay from the septic tile field and harm to aquaculture fishers. Resident is requesting the Municipality to request the Province to review the septic approval. CAO Stephanie Moase stated there is currently applications with the development officer concerning this property at this time and any due diligence will be reviewed by the development officer as part of the application review process. Councilor Vriends asked if the Municipality could request a Provincial

review of past septic approvals, not any that would specifically pertain to an open application. The septic registration process as a whole has been discussed with the Province and Municipality to understand if there are proper checks and balances as the Municipality as a whole is seeing much growth and there are many areas where Residents have brought forward concerns regarding water quality and the number of septic systems. Further request from the letter submitted to Council was to request a Provincial audit regarding past application approvals by the Province surrounding that Property. CAO will look into what department to request such an audit through. Council discussed what the processes of typical applications would be and when applications would come to Council.

Mayor Gerard Watts re-entered the room at 8:38pm

6. NEW BUSINESS

6.1 RFD 2020-005 Request to Waive Rental Fees

Sharks Soccer has requested that Council waive the rental fees for the soccer fields for the 2020 season.

It was duly moved and seconded that the fees for the soccer fields be waived for Sharks soccer for 2020 season in lieu of a grant..

Moved by Councilor Krista Shaw, seconded by Bob Doyle

6-0

MOTION CARRIED

2020-06-051

6.2 RFD 2020-006 Request for Additional Student Hours

CAO Stephanie Moase has requested the approval of extra hours for the students as only 8 weeks was approved by the grants and due to Covid, Canada day Public events were postponed until Sept 5 and Jennifer would like to have the students available to assist with that.

It was duly moved and seconded to approve an additional 72 hrs for the summer students over and above the grants received from Provincial and Federal government.

Moved by Councilor Wanson Hemphill, seconded by Derek Cook

6-0

MOTION CARRIED

2020-06-052

7 CORRESPONDANCE

7.1 Resident Email Regarding Promenade Issues

Was addressed during resident concerns however Resident requested that the email be made public, attached.

7.2 Letter to Council regarding Conflict of Interest

This section was discussed in section 5.9 Resident Concerns while Mayor Watts was outside the room. As this is a formal complaint against a Council member it must follow procedure laid out in the Conflict of Interest Bylaw. This will include allowing the Resident an opportunity to speak before Council and an opportunity for the Council member to reply. A vote is then taken by the remaining Council as to

whether or not a conflict does in fact exist. This process will be tabled until the next meeting when Public can be present and the Resident be invited to speak before Council.

It was duly moved and seconded to table 7.2 Conflict of Interest until the next meeting when the Resident can be present.

Moved by Councilor Peter Vriends, seconded by Bob Doyle

6-0

MOTION CARRIED

2020-06-053

7.3 Letter to Council on behalf of Aquaculture Fishers of Covehead and Brackley Bay

This letter was discussed in 5.9 Resident Concerns while Mayor Watts was outside the room. The letter was requested to be discussed as a resident concern but requested to only be provided to Council.

8 CLOSED MEETING:

It was duly moved and seconded that the meeting be closed as per MGA Section 119 (1) (d) Human Resource Matters.

Moved by Councilor Nancy MacKinnon, seconded by Krista Shaw

6-0

MOTION CARRIED

2020-06-054

9 NEXT MEETING:

Regular Council Meeting Wednesday July 8, 2020 @ 7pm at North Shore Community Center

10 ADJOURNMENT:

There being no further business, the meeting adjourned at 8:51pm.

Moved by Councilor Peter Vriends, seconded by Councilor Derek Cook

6-0

MOTION CARRIED: 2020-06-055

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: Stephanie Moase, CAO

DATE:

**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic:

Date: April 30, 2020	Request No: 2020-002 <i>(Office Use Only)</i>
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Person: Krista Shaw	Representing: RMNS
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<p>Background: I was approached by a constituent to have a trail in the National Park named after fallen RCMP officer Heidi Stevenson. I reiterated that we have no control over what Parks Canada does, and also discussed that there would be a significant amount of time for this request to have a decision issued. It was relayed to some of us and by the media in general that Const. Stevenson's family spent a lot of time in the area, and RCMP officers were photographed on the beach by the lighthouse honouring their team member.</p>
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<p>Request: Rather than go through the Parks Canada avenue, I would like to formally ask that the look out located off the promenade on the Bayshore Road facing the Covehead Harbour be named the Constable Heidi Stevenson look out.</p>

Advantages	Disadvantages
<p>I believe this would appeal to the Stevenson family (some of whom reside in the municipality) as well as all residents as a good will gesture in honour of Const. Stevenson's work with the RCMP and the fact that she lost her life protecting others. .</p>	<p>None- may open up additional person's wanting memorials named after other residents.</p>

Required Resources:	Plaque for look out.
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Staff Comments	
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CAO's Review / Comments	A nice gesture by the Council, may cause others to want to have memorials named after past residents which has been done in the past on the Park Benches as a donation to help pay for them. Further Memorial requests could help pay for Lookout upgrades.
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**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic:

Date: May 6 th , 2020	Request No: 2020-004 <i>(Office Use Only)</i>
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Person: Gerard Watts	Representing: Murray Stevenson, Joanne Cathcart
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Background: Death of Heidi Stevenson RCMP office killed in the line of duty in Nova Scotia.
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Request: To consider planting a tree on Stanhope peninsula to honour her service and connection to the community and PEI.
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Advantages	Disadvantages
Show respect for not only Heidi Stevenson but also the other six retired and existing RCMP offices for their work to protect us and from danger	None

Required Resources:	Purchase of a Tree (Red Maple). Cost \$50.00
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Staff Comments	
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CAO's Review / Comments	Must choose a municipally owned piece of land to place the tree. Not sure who the other 6 officers are that are mentioned.
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**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic:

Date: June 3, 2020	Request No: 2020-005 <i>(Office Use Only)</i>
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Person: Rick Townsend	Representing: North Shore Sharks Soccer Club
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<p>Background: North Shore Sharks goals are to provide an environment of fun, exercise and soccer skills for children in the North Shore. As part of the incentive to get kids outside and having fun, all positions in the club are unpaid volunteers and we run as a non-profit with a balanced budget. Following this model we have managed to keep our clubs registration fees as the lowest and most affordable on the island.</p>
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<p>Request: A reduction or waiving of field rentals fees for the 2020 Summer season. The fees in questions are stipulated in Bylaw #2019-03.</p>

Advantages	Disadvantages
Working with local club to provide low cost childrens programming	Loss of income for maintaining fields

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	This will potentially be a more difficult year for sports and families
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**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic:

Date: June 3, 2020	Request No: 2020-006 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: Rural Municipality of North Shore
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<p>Background: We have applied for and received grants for two summer students one from Canada Summer Jobs and one from Jobs for Youth for 8 weeks each covered at 100%. Due to changes required around Canada Day Celebrations we now will have activities stretching into September.</p>

<p>Request: Requesting Municipal funds in the amount of \$962 to cover an additional 72 hours altogether for the students to ensure help over the planned activities.</p>
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Advantages	Disadvantages
Students able to be here to cover both the activities of Canadad Day and for the celebrations planned for Sept 5	Cost to Municipality

Required Resources:	\$962 to cover wages for 72 additional hours
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Staff Comments	Jennifer would appreciate the additional assistance covering these activities
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CAO's Review / Comments	We had budgeted for \$6000 for wages of the students and that will be covered by the grants, the additional 72 hrs will be the only cost to the Municipality for the students for the summer.
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administrator northshore <administrator@northshorepei.ca>

Stanhope Promenade

4 messages

Patti-Sue Lee <pattisuelee@pakenti.com>

Wed, May 20, 2020 at 8:42 PM

To: Krista Shaw <kshaw@northshorepei.ca>, administrator@northshorepei.ca

- > Good evening
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- >
- > I just finished a lovely walk along the Stanhope Promenade this evening and met many people most residents along my walk.
- >
- > I am writing to express my concern and astonishment of the state of despair of the Promenade and supporting infrastructure.
- >
- > I met many of my fellow residents of Stanhope along my walk and all were in agreement that the infrastructure needs immediate attention. The stairs along the Promenade are not accessible either because they are still tied up or not safe to step on, missing steps, rotted boards etc. My daughter and dog who walk to the Bay Beach most days have to climb over the large rocks to get access to the beach.
- >
- > The historical placards that were created when the Promenade was built have not been on display for several years. These were both Historical and educational boards depicting the history of the Bay over the years. A great idea by the administration and leaders at that time!!
- >
- > Also, the asphalt that was shaved off 2 years ago to reduce the swells in the pavement are still rough and have never been patched. The reason these bumps were shaved down was because of complaints they were a safety factor for rollerbladers, young bikers, wheelchairs etc. I suggest that they are more of a hazard now that they have never been fixed.
- >
- > I understand there is an annual Promenade budget I would like
- > To know what they amount of the budget is. I would like to know (as a resident and tax payer) what was expended on the Promenade for the last few years against the forecasted budget.
- >
- > I would like to have a response to my concerns.
- >
- > I also want to know if email correspondence in regards to comments/concerns of residents are treated as written correspondence and are tabled at the Monthly Council meetings.

> Patti-Sue Lee

Sent from my iPhone

5 attachments



image0.jpeg
165K

image1.jpeg