

APPROVED MINUTES
Regular Council Meeting – Rural Municipality of North Shore
Wednesday, April 11th, 2018

PRESENT:

Deputy Mayor Peter Vriends, Councillors Derek Cook, Charity Sheehan, Justin Walsh, Melody Gay, Shawn Reardon, Eric Ellsworth, Jamie Rea, Connie Egan and CAO Jonathan MacLean

REGRETS:

Mayor Gordon Ellis and Councillors Gerard Watts, Beth Pretty and Kent MacLean

1. **CALL TO ORDER:** 7:00 pm by Deputy Mayor Vriends

2. **APPROVAL OF THE AGENDA:**

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

Moved by Councillor Sheehan, seconded by Councillor Walsh

8-0

MOTION CARRIED 2018-04-32

2.1 **DISCLOSURE OF CONFLICT OF INTEREST:**

Part VI, Section 23 of the *Municipalities Act*, which maintains that *No member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon.* (1983, c.33, s.24.)

DECLARATIONS: *There were none.*

3. **APPROVAL OF MINUTES:**

It was duly moved and seconded that the minutes of the March 14th 2018, meeting be approved.

Moved by Councillor Sheehan, seconded by Councillor Gay

8-0

MOTION CARRIED 2018-04-33

4. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS:

None

5. REPORTS

5.1 Finance and Infrastructure - Deputy Mayor Vriends

Deputy Mayor Vriends presented the Balance Sheet and Income Statement in Appendix A, all of the adjusting entries from the Auditors have been made.

Deputy Vriends reviewed the Stairlift for the North Shore Community for access to the Meadowlands Room. There have been some inquiries from Community groups that use the room and have members with accessibility issues. Deputy Mayor Vriends noted that the Capital Budget was approved for the Chairlift pending funding from the New Horizon's program.

It was duly moved and seconded that the Rural Municipality of North Shore apply for funding for the stairlift at the North Shore Community Centre through the New Horizon's Program.

Moved by Councillor Ellsworth, seconded by Councillor Walsh

8-0

MOTION CARRIED 2018-04-34

5.2 Administrator's Report:

Administrator Jonathan MacLean presented the following report

- Ongoing committee meetings have been attended and recorded
- Update website, social media and send e-newsletter
- Events and Rec – Zane Nicholson – Spring and Summer Programming, Canada Day, recent yard sale, dinner and do, brochure and social media update and engagement
- New Funding 1.1 cents per hundred of Assessment for Communities with Planning April 2018
- All Committee Meetings need to be posted 24 hours before and are open to the public
- Covehead Bay Study RFP -Underway - Presentation to Council at the May Meeting
- PEI Federation of Municipalities - AGM April 30 - Cornwall
- FCM 2018 - Halifax May 31 - June 3, 2018
- Dinner and Do tickets available - May 26th 6pm

- Amalgamation - North Shore, Grand Tracadie and Pleasant Grove - Application almost ready
- Election November 2018

CAO Jonathan MacLean gave an update on the November Municipal elections and brought to Council the option to have 6 or 8 Councillors plus a Mayor. The MGA outlines that Rural Municipalities will automatically have 6 Councillors plus a Mayor unless a By-Law for 8 Councillors plus a Mayor is put in place 6 months before the election. With regards to staffing a Municipal Elections Officer and Deputy MEO will need to be appointed by Council by May 14th, there are also options available with regards to the voters list which are: voter enumeration , voter registration or a service agreement with Elections PEI at a cost of \$100 and a Council motion. The elections By-Law needs to be in place by July 20th 2018.

It was duly moved and seconded the Rural Municipality of North Shore go with six councillors and a mayor for the November 2018 Municipal Elections

Moved by Councillor Sheehan, seconded by Councillor Reardon

5-4

MOTION CARRIED 2018-04-35

5.3 EMO Committee - Councillor Rea

Councillor Rea reported that there is an upcoming meeting scheduled and NSJEMO will be working to recruit volunteers and keep them engaged. Beth has set up a NSJEMO facebook page and Committee members are working to create brief Bio's of their roles and responsibilities with NSJEMO.

A booth will be set up at the Communities Canada Day event. There is an Emergency Public Information training Course scheduled for Monday May 28th. There is also an information session on the C-Dart animal rescue group on Saturday April 21, 2018

5.4 Environmental Sustainability – Councillor Egan

Councillor Egan highlighted the following from the report in Appendix B. There were a few meetings regarding the Covehead Bay Review to provide the

consultant with information and review timelines for the project. The study is well underway and a survey has been posted on the website as part of the study.

The Environmental Sustainability Committee will again be organizing the roadside cleanup for Saturday May 12, 2018. Councilors were asked to sign up to champion an area.

5.5 Planning Board:

Councilor Ellsworth reviewed three rezoning applications that have been submitted to the Municipality. The proponent for Phase 2 of Jack's Way has to provide more information on the proposed rezoning before Planning Board takes it to Council.

See Appendix C - Rezoning Applications

Planning Board Recommendations for Rezoning

Rezoning RZ-01-18 – Mark Fulford - PID 1064744 (0.91 Acres) 2460 Rte 25 West Covehead from residential to resort commercial to allow for "Holiday Rental Unit". The property is currently surrounded by multi units in a Council approved resort commercial zoned area.

Rezoning Public Meeting: NS-RZ-01-18 Mark Fulford PID 1064744

Whereas the Rural Municipality of North Shore has received an application to rezone PID #1064744 residential R to resort commercial RC and,

Whereas the Rural Municipality of North Shore has through the Planning Act, Municipal Act and Community of North Shore Land Use Bylaws the authority, and

Whereas, Derek French, a professional planner has reviewed the file and Planning Board recommends the application go to public meeting

Be it resolved that , the Rural Municipality of North Shore hold a public meeting to review the rezoning proposal.

Moved by Councillor Sheehan

Seconded by Councillor Gay

8-0

MOTION CARRIED 2018-04-36

RZ-02-18 – Robbie Moore – PID 138560 (3.0 Acres) 808 MacMillan Point Road -West Covehead rezoning a portion (2 acres) from residential to agriculture for resource use.

Rezoning Public Meeting: NS-RZ-02-18 Robbie Moore PID 138560

Whereas the Rural Municipality of North Shore has received an application to rezone PID #138560 residential R to agricultural A and,

Whereas the Rural Municipality of North Shore has through the Planning Act, Municipal Act and Community of North Shore Land Use Bylaws the authority, and

Whereas, Derek French, a professional planner has reviewed the file and Planning Board recommends the application go to public meeting

Be it resolved that , the Rural Municipality of North Shore hold a public meeting to review the rezoning proposal.

Moved by Councillor Sheehan

Seconded by Councillor Gay

8-0

MOTION CARRIED 2018-04-37

5.6 Recreation and Community Engagement Committee - Councillor Sheehan

Councilor Sheehan highlighted the following from the report in Appendix D The Easter Party was a success and there was great feedback from residents, Michael Hewitt took great pictures that can be accessed through North Shore's website. The Dinner and Do is scheduled for May 26th.

Zane has been working organizing Canada Day and has secured a freezer for ice cream from ADL. Zane and GO East have organized a few new programs Come Try Karate and Yoga. Zane has lot of ideas for upcoming programming and is looking at fall programming to cover all demographics of the Community.

The 55 plus games planning is underway and a meeting will be coming up with the games organizing Committee, the games will take place in early September.

At last count the new girl guides group had 45-50 registered.

The summer camp has 9 weeks of children confirmed.

5.7 Mayors Report/Executive Committee - Deputy Mayor Peter Vriends

In Mayor Ellis's absence Deputy Mayor Vriends reported that with the Covehead Bay Review Study underway, Mayor Ellis thought the Community Position presented at the last meeting be left until the study is completed.

It was duly moved and seconded to accept the Committee Reports as presented.

Moved by Councillor Ellsworth, seconded by Councillor Egan

8-0

MOTION CARRIED 2018-04-38

6. CORRESPONDENCE

None

7. NEW BUSINESS

7.1 Resident Inquiries to Council Members

None

8. NEXT MEETING: Regular Council Meeting, Wednesday, May 9th, 2018, 7pm

9. ADJOURNMENT:

There being no further business, the meeting adjourned at 8:25pm.

Moved by Councillor Gay, seconded by Councillor Walsh

8-0

MOTION CARRIED: 2018-04-39

SIGNED: Peter Vriends, Deputy Mayor

DATE:

SIGNED: Jonathan MacLean, Administrator

DATE:

Appendix A
Community of North Shore
Income Statement 01/01/2018 to 03/31/2018

REVENUE**Revenue**

Prov of PEI - Property tax	27,856.96
Building Permits	1,597.60
Income - Bar - NSCC	899.05
Income - Community Activity - NSCC	343.30
Income - Rentals - NSCC	5,896.00
Friends of Covehead - Stanhope	1,750.00
Other Income - Stanhope	880.00
Total Revenue	<u>39,222.91</u>

TOTAL REVENUE 39,222.91

EXPENSE**North Shore Community Centre**

Bank Charges and interest	166.53
Total North Shore Community Centre	<u>166.53</u>

Adminstration Expenses

Bookkeeping	515.00
Casual Labor	101.00
Wages	15,661.37
CPP expense	629.37
EI Expense	361.32
Total Wages & levies	<u>16,652.06</u>
Adminstrator Mileage	36.00
Councillor Mileage	25.00
Telephone & Internet	311.85
Bar Purchases	158.53
Bar Supplies	115.93
Community Events	2,038.15
Office and miscellaneous	518.54
Conference Registrations	35.00
Heat	3,332.26
Electricity	2,851.32
Repairs & Maintenance	2,012.54
Supplies	56.99
Garbage	20.00
Printing, postage and stationary	1,107.92
Professional fees	2,156.00
Activities Supplies	-571.60
Capital Expenditures	2,200.00
Total Admin Expenditures	<u>33,672.49</u>

TOTAL EXPENSE 33,839.02

NET INCOME 5,383.89

Community of North Shore
Balance Sheet As at 03/31/2018

ASSET

Current Assets		
Bank - Community	37,766.08	
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	50,710.88	
Total Cash		164,251.16
Accounts Receivable	12,036.45	
GST/HST Recievable	917.62	
Total Receivables		12,954.07
Inventory - Bar - NSCC	921.62	
Total Inventory		921.62
Prepaid Expenses		8,550.78
Total Current Assets		186,677.63
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	-57,114.57	
Total Capital Assets		1,129,929.72
TOTAL ASSET		1,316,607.35

LIABILITY

Current Liabilities		
Accounts payable - trade	1,099.65	
BMO MasterCard	-2.45	
Accrued Liabilities - Community	-0.22	
Accrued Accounting	5,499.79	
GST/HST Payable	-105.00	
CPP Payable	360.08	
EI Payable	177.08	
Income tax payable	817.20	
Vacation Pay Payable	315.00	
PST Payable	-66.46	
Total Accounts payable & accruals		8,094.67
Deferred Revenue Official Plan		1,022.43
Deferred Revenue - Green Space/Rec		25,083.44
Deferred Revenue - Gas Tax		60,544.00
Total Current Liabilities		94,744.54
TOTAL LIABILITY		94,744.54

EQUITY

Surplus		
Operating Fund	1,216,478.92	
Current Earnings	5,383.89	
Total Operating Fund		1,221,862.81
TOTAL EQUITY		1,221,862.81
LIABILITIES AND EQUITY		1,316,607.35

NSCC Environmental Sustainability Committee (ESC) Council Report April 11, 2018

ESC Committee Meetings

The ESC Committee held two meetings since the last Council Meeting as follows:

Wednesday, March 21, 2018:

Attendees: Committee members (Kent, Eric, Justin and Connie) and Mayor Gordie Ellis met with Tracey Allen Project Consultant for the Covehead Bay Study.

Meeting Objectives: To review and clarify the Covehead Bay Study objectives, discuss approach, timelines, reporting process and provide resource and contact information.

Thursday, April 5th, 2018:

Attendees: Committee members (Justin, Eric, Connie), Mayor Gordie Ellis and Covehead Bay Study Consultant Tracey Allen.

Meeting Objectives: To review and provide feedback on the Covehead Bay Study – Public Survey Draft, Stakeholder Interview Questions and discuss process.

• Covehead Bay Study Update

- The Covehead Bay Study is underway and will conclude on June 30th. Tracey Allen, the successful RFP respondent has assumed the role as Project Consultant and has a project plan with timelines and regular report updates to the Executive Committee and ESC.
- **Project Overview:** *In the interest of planning for the sustainable use of Covehead Bay, the Rural Municipality of North Shore is conducting a review of Covehead Bay with the purpose of understanding the importance and impact which the various uses have on the overall environmental health, safety, social, and economic aspects, with the intent of creating a collaborative approach to shared use of Covehead Bay.*
- The project is progressing and interviews have started with various stakeholders such as Friends of Covehead-Brackley Bays, PEI Aquaculture Alliance, Aquaculture businesses, Tourism businesses, recreational fishers/boaters. More meetings are planned with government agencies such as Parks, DFO, Transportation, Port Authority etc.

- A public survey is now finalized and has been launched to obtain the community's view on Covehead Bay usage capacity, infrastructure, water quality and general info. To date there have been 50 responses. Consideration is being given as to how best to reach all residents of the Rural Municipality of North Shore in addition to social media (Facebook, Website, Newsletter via email etc). The survey will be open until April 24th.
- **Spring Roadside Cleanup “Many hands make light work – together let’s keep our Community beautiful!”**
 - Volunteers are needed! This is for the PEI Island-wide Women’s Institute Annual Roadside Clean-up which will be taking place Saturday, May 12th or before if that is more convenient. Please spread the word!
 - The ESC Committee will be organizing for the North Shore community. The Recreation Committee has offered to assist.
 - The Municipality is divided up into Clean-up Zones. We will need a team lead for each Zone.
 - Notices will be placed on the FB page, Newsletter, Website and Community sign. (Jonathan)
 - Volunteers are to call Jonathan at the Community Centre and clean-up bags will be available at the Community Centre.

Climate Change Meeting

- Representatives from Friends of Covehead and Brackley Bays (Verner Smitheram) and the Municipal ESC Committee (Connie Egan) will be attending a meeting with provincial climate change specialist, Peter Nishimura on Thursday, April 12th to receive an overview of the provincial work being completed - research and findings, recommendations for prevention and potential for an informative local public presentation. More to follow on this.

Respectfully submitted by Committee Chair, Connie Egan

Planning Board Recommendations for Rezoning

Rezoning

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Be it resolved that, the Rural Municipality of North Shore hold a public meeting to review the rezoning proposal.

Moved by Councillor

Seconded by Councillor

Rezoning Public Meeting: NS-RZ-02-18 Robbie Moore PID 138560

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Moved by Councillor
Seconded by Councillor

Prince Edward Island

County: Community:

Themes Legend Reports Address Locator

- Orthophotos
- Forest_1990
- ESN Boundaries
- Properties
- PIDS
- Civic Address Points
- Road Names
- Fire District Boundaries
- English School Unit Electoral Boundar
- French School Unit Electoral Boundar
- Health Region Boundaries
- Health Regions Electoral Boundaries
- Lot/Township Boundaries

View: Query Selection Overview

PID:

PID:

Powered By CARIS Spatial Fusion

X: 391,205 Y: 704,990 Scale: 2,296 Distance: 0 ft Area: 0.9 a

Parcel Number	Lease Code	Owner First Name	Owner Last Name	Map Sheet Number
1064724	000	JORDAN MARK	FULFORD	

Displaying records 1 to 1 of 1

County: Community:

Themes: Legend Reports Address Locator

- Orthophotos
- Forest_1990
- ESN Boundaries
- Properties
- PIDS
- Civic Address Points
- Road Names
- Fire District Boundaries
- English School Unit Electoral Boundar
- French School Unit Electoral Boundar
- Health Region Boundaries
- Health Regions Electoral Boundaries
- Lot/Township Boundaries

View: Query Selection Overview

Powered By CARIS Spatial Fusion

X: 388,569 Y: 705,087 Scale: 2,641 Distance: 0 ft Area: 2.97 a

Parcel Number	Lease Code	Owner First Name	Owner Last Name	Map Sheet Number
138560	000	ROBBIE	MOORE	111066d1
138560	000	ROBBIE	MOORE	111066d2

Displaying records 1 to 2 of 2

**Recreation and Community Engagement Committee
Report to Rural Municipality of North Shore
Northshore Community Centre
April 4th, 2018**

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

1. Welcome
 - Charity welcomed everyone to the meeting.

2. Upcoming Events
 - a. Easter Party
 - Melody reported that the party was a success with approximately 48 children in attendance and 38 parents.
 - Residents had positive comments following the party on Facebook.
 - Melody thanked the events committee for volunteering as well as goEast for Jacob Smith's involvement in the children's games.
 - Michael Hewitt took photos and once they are available they will be shared on our website and social media channels.
 - Zane gave out new volunteer t-shirts to the committee members and was met with much enthusiasm about the new shirts.

 - b. Dinner & Do
 - Zane reported that planning is well underway and that entertainment and skits have been secured.
 - Charity will send a request for volunteers to the events committee in early May.

 - c. Canada Day
 - Zane updated the committee that he has been busy checking off items on the "to do" list for the Canada Day event. Entertainment and activities have been confirmed.
 - He has secured ADL to provide a freezer onsite to scoop ice cream from so that we keep it cold.
 - Zane is working on securing groups who have booths at the event.

 - d. 55+ Games
 - Charity and Zane updated the committee on the meeting they had with the 55+ Games ED on March 14.
 - Next steps include securing a Games Organizing Committee and having an orientation session.
 - A formal announcement of the dates will come out soon. Look for the event to be early September.
 - Charity asked that committee members brainstorm names of 6-8 individuals from the community who may be interested in this type of work. Charity will follow up

with a one pager on the roles and responsibilities of the GOC to help in the recruitment of members.

3. Events & Recreation Coordinator Update

- Zane reported that the fall/winter programming has ended.
- Spring programming will include a number of “Come Try” events including Kids of Steele Triathlon and Rugby, as well as 6 week Karate program, football program and gentle yoga class on Monday mornings.
- These spring programs are in partnership with goEast (formally the Eastern Region Sport and Rec Council)
- The spring brochure was mailed out in March.
- The day camp program has had good success so far with 5 weeks of children registered to attend.
- Zane will be meeting with Cindy on the before and after school program this week to start the discussion.
- Girl Guides had approximately 30 children registered to date and are looking for program leaders. They will be offering Sparks and Guides.
- We started the discussion about fall programs and it is important to the committee that all demographics are serviced. Brainstorming took place regarding programming for young parents and seniors.

Respectfully submitted by: Charity Sheehan