

**APPROVED MINUTES**  
***Regular Council Meeting – Community of North Shore***  
**Wednesday, December 13th, 2017**

**PRESENT:**

Chairperson Gordon Ellis, Vice Chairperson Peter Vriends, Councillors Gerard Watts, Derek Cook, Connie Egan, Beth Pretty, Kent MacLean, Charity Sheehan, Eric Ellsworth and CAO Jonathan MacLean

**REGRETS:**

Councillors Shawn Reardon, Jamie Rea, Justin Walsh, Melody Gay

1. **CALL TO ORDER:** 7:00 pm by Chairperson Ellis

2. **APPROVAL OF THE AGENDA:**

**It was duly moved and seconded** that the agenda be approved with the addition of Internet Service added as item # 5.8

***Moved by Councillor Ellsworth, seconded by Councillor Pretty***  
**7-0**

***MOTION CARRIED 2017-12-81***

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 November 8<sup>th</sup> meeting be approved.

***Moved by Councillor Vriends, seconded by Councillor Walsh***  
**8-0**

***MOTION CARRIED 2017-12-82***

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**4. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS:**

None

**5. REPORTS**

5.1 Finance and Infrastructure:

Councillor Watts reviewed the financial report ending November 30<sup>th</sup> as well as a projected year end budget based on forecasting December with an expected year end surplus of \$6,000. (see Appendix A)

**“It was duly moved and seconded to accept the financials as presented”**

***Moved by Councillor Watts, seconded by Councillor Vriends***

***8-0***

***MOTION CARRIED 2017-12-83***

5.2 Administrator’s Report:

Administrator Jonathan MacLean presented the following report

- Ongoing committee meetings have been attended and recorded
- Development Permits 2 in November
- Update website, social media and send e-newsletter
- Heating and Cooling project review with MCA Completed 1 item- Thermostat
- Events and Rec – Zane Nicholson – Remembrance Day, Rink, Christmas Party upcoming First Aid Course
- AED on order
- Municipal Capital Expenditure Grant - 10% rebate on all Capital Expenses -retroactive
- Rink Set up - Waiting for weather to Cooperate
- New Funding 1.1 cents per hundred of Assessment for Communities with Planning April 2018
- Attended Municipal Affairs meeting on Bylaw requirements for new act -Upcoming - Reserve Fund and Grant Bylaw
- Public Meeting on Budget - two weeks before Adoption
- All Committee Meeting need to be posted 24 hours before and are open to the public

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- Vacation December 18- January 2nd

### 5.3 EMO Committee - Council Pretty

Council Pretty reported that the December meeting of the EMO has been postponed until January in order to schedule a presentation from Tanya Mullally, Director of the Provincial Emergency Measures Organization.

### 5.4 Environmental Sustainability – Councillor Egan

Councillor Egan presented the following request to apply for funding through the Community Development Fund program under the Provincial Rural Development Department.

#### **Background:**

The Department of Rural and Regional Development has a Community Development Program designed to enable non-governmental organizations and municipal governments to access funds for strategic economic projects, regional support projects, and community capacity building which assists in strengthening and sustaining rural communities.

Eligible applicants need to contribute 50% of the total project cost. Financial assistance is in the form of a non-repayable contribution normally to a maximum contribution of 50% or \$25,000 of total eligible costs.

The North Shores Community Council's (NSCC) Environmental Sustainability Committee recommends the Community of North Shore submit a project application and proposal to secure expertise to achieve the following:

#### **Overall Goal:**

To assist in strengthening and sustaining the Community of North Shore from an economic and community capacity building perspective.

#### **Objectives:**

- Define potential issues and gaps around the upcoming DFO Covehead Bay Review and strategies the NSCC will need to consider contributing to the Covehead Bay Sustainability Plan.
- Address an identified gap in the existing NSCC 2014 Official Plan by examining the strategic importance and impact of Covehead Bay in building and sustaining key tenants such as:
  - Environmental sustainability and stewardship
  - Access to and promotion of recreational activities

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- Commercial business development where it fits with the official plan and NSCC’s 5-year strategic plan
- Tourism development
- Community Growth – tax base growth by offering an attractive Community to reside and visit  
This would involve subject matter experts and key stakeholders to assist in identifying issues, define solutions and outline a sustainability plan for each of the community pillars.
- Investigate the Environmental health of the Covehead Bay by researching available data, engaging appropriate key stakeholders such Department of Fisheries and Oceans, Parks Canada and Friends of the Bay to transfer knowledge, examine next steps to protect and sustain Covehead Bay for residents, stakeholders, visitors and future generations.

The funds would be utilized to contract a skilled program coordinator and the experienced experts in key identified areas of the plan.

Projected cost: \$15,000 Provincial and matched funding of up to \$15,000 Municipality of North Shore. It was discussed to commit the funds from this years operational costs, since there is projected surplus, to meet the program funding requirements even if the funds would not be paid out until next fiscal year. The commitment would be set up and noted in the financial statements of 2017

**“It was duly moved and seconded** to submit an application for funding from the Community Development fund for up to \$15,000 and that the Community match the funding up to a maximum of \$15,000 conditional on funding approval from the province and conditional on council approved work plan detailing the scope of the project.”

***Moved by Councillor Watts, seconded by Councillor Ellsworth  
8-0  
MOTION CARRIED 2017-12-84***

(For complete report see Appendix B)

#### 5.5 Planning Board:

Planning Board Chair Councillor Ellsworth reported that there was no recent meeting but there is an update on three letters that were sent out. One resident responded that he will be installing a breezeway between the two buildings on his property on Rte 25 to join them as one building as required by the Communities Planning Bylaws. There has been no response on the other two letters: one offering options to subdivided a lot that previously had for lots already severed from the parent parcel, the other on a possible rezoning application.

There were 2 permit issued in November one for a cottage and one for a fence, forty eight permits have been issued year to date.

**Year to date**

Houses - 14 permits issued  
Cottages - 11 permits issued  
Garages - 6 permits issued  
Accessory Building - 6 permits issued  
Silo - 1 permit issued  
Pool - 1 permit issued  
Addition - 4 permits issued  
Garden Suite - 1 permit issued  
Demolition - 1 permit issued  
Fence - 1 permit issued

5.6 Recreation and Community Engagement: Councillor Sheehan

Councillor Sheehan reported that the Remembrance Day Event was a success and Thanked everyone who was involved. The Children's Christmas party had about 150 people attend, pictures are posted to the Communities Facebook page and on Flicker, thanks for everyone involved with the Christmas Party.

The rink is in place and just waiting for the weather to Cooperate, thanks all who took part in the rink set-up and thanks to the Committee for their work.

5.7 Chairperson Report/Executive Committee - Chairperson Ellis

5.71 Amalgamation

Chairperson Ellis reported that representatives of Grand Tracadie and Pleasant Grove asked if the Community of North Shore would amalgamate with their respective Communities. Chairperson Ellis reported that there would have to be work done in order to understand the services that the other Communities offer and if the residents of the other Communities support amalgamation. ( see Appendix C for Information on Pleasant Grove and Grand Tracadie and Pleasant Grove.)

**It was duly moved and seconded** that Grand Tracadie and Pleasant Grove be asked if they would participate in a Municipal Growth Study about Amalgamating the three Communities and if not the Community of North Shore will move forward with a study.

**Moved by Councillor Sheehan, seconded by Councillor Watts**  
**7-1**  
**MOTION CARRIED 2017-12-85**

#### **5.71 By Law Enforcement**

Chairperson Gordon Ellis reported that there is currently no budget to follow up on a Development permits and this service is not provided by Derek French (Planner) and that there are companies that offer the service and it could be looked at. Planning will review and bring back to Council.

#### **5.8 Internet Service**

Councilor MacLean reported that there was a meeting with Bell and Eastlink on bringing Fibre service to the Community and Eastlink will be doing a survey and presenting their findings to the Community. Councilor MacLean thinks it is important that the Community be involved in working to bring better service levels to the Community with the Provinces recent announcement to install a fibre network across the province.

Chairperson Ellis appointed Councilors MacLean, Pretty and Ellsworth on a Standing Committee to create a framework with the goal to bring better internet service levels to the Community

### **6. CORRESPONDENCE**

Eastlink Tower Letter (See Appendix D)

Grant Request - Friends of Covehead/Brackley Bays (See Appendix E)

Council reviewed the grant request.

**It was duly moved and seconded** that the Community of North Shore provide a grant to the Friends of Covehead/Brackley Bays in the amount of \$1,750.

**Moved by Councillor Ellsworth, seconded by Councillor Sheehan**  
**8-0**  
**MOTION CARRIED 2017-12-86**

**7. NEW BUSINESS**

7.1 Resident Inquiries to Council Members

Some residents are concern about an area on Route 25 where water and clay collects on the road and freezes during the winter months causing a hazard. (Near Civic # 1936). Also the Route 25 should be salted to Bayshore and Eastern Roads.

There are a few benches on the Promenade that have blown over.

**8. NEXT MEETING:** Regular Council Meeting, Wednesday, January 10<sup>th</sup>, 2018, 7:00 pm

**9. ADJOURNMENT:**

There being no further business, the meeting adjourned at 9:30pm.

***Moved by Councillor Vriends, seconded by Councillor Pretty***

**8-0**

***MOTION CARRIED: 2017-12-87***

\_\_\_\_\_  
SIGNED: Gordon Ellis, Chairperson

\_\_\_\_\_  
DATE:

\_\_\_\_\_  
SIGNED: Jonathan MacLean, Administrator

\_\_\_\_\_  
DATE:

# Appendix A

## Community of North Shore Budget Tracking Per Month

November 2017				
ACCOUNT	2017 BUDGET	YTD ACTUAL AS AT Nov. 30, 17	BUDGET REMAINING	BUDGET REMAINING AS PERCENTAGE
<b>REVENUE</b>				
Property Taxes	\$ 170,296.00	\$ 165,051.88	\$ 5,244.12	3%
<i>Planning &amp; Development</i>				
Building Permits	\$ 6,000.00	\$ 6,367.97	-\$ 367.97	0%
Green Space	\$ -	\$ -	\$ -	0%
Fines	\$ -	\$ 2,000.00	-\$ 2,000.00	0%
<i>NS Community Centre</i>				
Centre Rentals	\$ 20,000.00	\$ 16,271.69	\$ 3,728.31	19%
Centre Bar	\$ 13,000.00	\$ 7,836.68	\$ 5,163.32	40%
Community Events	\$ -	\$ 3,442.00	-\$ 3,442.00	0%
Wage Grant (JFY/Feds)	\$ 3,000.00	\$ 3,711.80	-\$ 711.80	0%
Miscellaneous Income	\$ 1,000.00	\$ 2,439.40	-\$ 1,439.40	0%
<i>Stanhope Place</i>				
Friends of the Bay	\$ 1,750.00	\$ -	\$ 1,750.00	100%
Stanhope Place Rentals	\$ 1,000.00	\$ 882.50	\$ 117.50	12%
Stanhope Place Cards	\$ 1,500.00	\$ 1,721.00	-\$ 221.00	0%
Stanhope Heritage Association	\$ -	\$ 50.00	-\$ 50.00	0%
<i>Funding</i>				
Canada Day/OEE/Violence	\$ 1,300.00	\$ 1,200.00	\$ 100.00	8%
Funding (Infrastructure/Community)	\$ 2,000.00	\$ 500.00	\$ 1,500.00	75%
Grants/Government of PEI Assistance	\$ 2,500.00	\$ -	\$ 2,500.00	100%
Gas Tax Funding	\$ -	\$ -	\$ -	0%
Funding for Capital Items TBD	\$ -	\$ 46,478.00	-\$ 46,478.00	0%
Interest Income/Miscellaneous	\$ 1,500.00	\$ 43.02	\$ 1,456.98	97%



<b>TOTAL REVENUE</b>	<b>\$ 224,846.00</b>	<b>\$ 257,995.94</b>	<b>-\$ 33,149.94</b>	
<b>EXPENSES</b>				
<i>Administrative/Municipal</i>				
Administrator's Wages inc. MERCS	\$ 40,040.00	\$ 37,472.08	\$ 2,567.92	6%
Administrator Mileage	\$ 500.00	\$ 597.75	-\$ 97.75	-20%
Student (W/W)	\$ -	\$ -	\$ -	0%
Professional Fees/Bookkeeping/Audit	\$ 11,000.00	\$ 10,524.00	\$ 476.00	4%
Legal Services	\$ 5,000.00	\$ 3,872.00	\$ 1,128.00	23%
Website Hosting	\$ 1,000.00	\$ 647.40	\$ 352.60	35%
Councillor Remuneration	\$ 14,000.00	\$ 7,250.00	\$ 6,750.00	48%
Councillor Mileage	\$ 500.00	\$ 70.00	\$ 430.00	86%
Equipment	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Elections	\$ -	\$ -	\$ -	0%
Conference/Dues	\$ 3,500.00	\$ 6,662.04	-\$ 3,162.04	-90%
Insurance	\$ 10,600.00	\$ 10,652.00	-\$ 52.00	0%
Advertising	\$ 700.00	\$ 613.21	\$ 86.79	12%
Newsletter/Printing/Postage	\$ 3,000.00	\$ 192.76	\$ 2,807.24	94%
Office Expenses	\$ 5,000.00	\$ 2,824.61	\$ 2,175.39	44%
Interest and bank fees	\$ 1,000.00	\$ 540.35	\$ 459.65	46%
Telephone/Internet	\$ 2,500.00	\$ 2,320.22	\$ 179.78	7%
Donations	\$ 200.00	\$ 50.00	\$ 150.00	75%
Capital Expenditures	\$ -	\$ 104,508.13	-\$ 104,508.13	0%
<b>Total Administrative/Municipal</b>	<b>\$ 100,040.00</b>	<b>\$ 188,796.55</b>	<b>-\$ 88,756.55</b>	<b>-89%</b>
<i>Planning/Development</i>				
Planning Consulting Fees	\$ 7,000.00	\$ 7,641.43	-\$ 641.43	-9%
Official Plan Admin/Enforcement	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Planning Consultant	\$ 4,800.00	\$ -	\$ 4,800.00	100%
Planning Committee Costs	\$ 500.00	\$ 1,200.56	-\$ 700.56	-140%
Planning Mileage	\$ 100.00	\$ -	\$ 100.00	100%
<b>Total Planning/Development</b>	<b>\$ 13,400.00</b>	<b>\$ 8,841.99</b>	<b>\$ 4,558.01</b>	<b>34%</b>

<b>Water &amp; Wastewater Services</b>	\$ 1,000.00	\$ 2,233.70	-\$ 1,233.70	-123%
<b>EMO - Emergency Measures Organization</b>	\$ 2,000.00	\$ 2,000.00	\$ -	0%
<b>Facilities and Public Property</b>				
<b>North Shore Community Centre</b>				
Centre Wages inc. MERCS	\$ 18,000.00	\$ 18,226.00	-\$ 226.00	-1%
Activities Supplies/Licenses/Misc.	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Bar/Canteen (licenses & bartenders)	\$ 2,500.00	\$ 5,511.45	-\$ 3,011.45	-120%
Electricity	\$ 4,000.00	\$ 4,485.84	-\$ 485.84	-12%
Casual/Student Wages	\$ 9,800.00	\$ 174.25	\$ 9,625.75	98%
Centre Mileage	\$ 406.00	\$ 199.50	\$ 206.50	51%
Repair/Maintenance/Snow	\$ 22,000.00	\$ 20,661.82	\$ 1,338.18	6%
Heat Oil/Utilities	\$ 5,000.00	\$ 3,700.82	\$ 1,299.18	26%
Septic Fix	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Heating Review	\$ 2,500.00	\$ 5,005.00	-\$ 2,505.00	-100%
Energy Retrofits/Insulation/Misc.	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Payment/Interest on demand loan	\$ -	\$ -	\$ -	0%
<b>Total North Shore Community Centre</b>	\$ 67,706.00	\$ 57,964.68	\$ 9,741.32	14%
<b>Stanhope Place</b>				
Heat	\$ 500.00	\$ -	\$ 500.00	100%
Electricity	\$ 3,700.00	\$ 3,401.22	\$ 298.78	8%
Capital Expenditures	\$ 5,000.00	\$ -	\$ 5,000.00	100%
Repair/Maintenance/Snow	\$ 3,000.00	\$ 1,309.36	\$ 1,690.64	56%
Energy Retrofits/Insulation/Misc.	\$ -	\$ -	\$ -	0%
<b>Total Stanhope Place</b>	\$ 12,200.00	\$ 4,710.58	\$ 7,489.42	61%
<b>Promenade</b>				
Promenade Maintenance	\$ 5,500.00	\$ 3,313.93	\$ 2,186.07	40%
Promenade Lighting	\$ 700.00	\$ 633.80	\$ 66.20	9%
<b>Total Promenade</b>	\$ 6,200.00	\$ 3,947.73	\$ 2,252.27	36%
<b>Total Facilities and Public Property</b>	\$ 86,106.00	\$ 66,622.99	\$ 19,483.01	23%

<b>Recreation</b>				
Community Grants	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Friends of Covehead Bay	\$ 1,750.00	\$ -	\$ 1,750.00	100%
Soccer	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Event Expenses	\$ 8,050.00	\$ 5,681.46	\$ 2,368.54	29%
<b>Total Recreation</b>	<b>\$ 12,300.00</b>	<b>\$ 5,681.46</b>	<b>\$ 6,618.54</b>	<b>54%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 214,846.00</b>	<b>\$ 274,176.69</b>	<b>-\$ 59,330.69</b>	<b>-28%</b>
<b>SURPLUS/DEFICIT YTD</b>	<b>\$ 10,000</b>	<b>-\$ 16,181</b>		
<b>CAPITAL FUND</b>	<b>\$ 10,000</b>	<b>\$ -</b>		
<b>SURPLUS/DEFICIT W/ CAPITAL FUND</b>	<b>\$ -</b>	<b>-\$ 16,181</b>		

**BALANCE SHEET - as at November 30, 2017**

<b>ASSET</b>				
<b>Current Assets</b>				
Bank - Community	41,485.08			
Can-PEI Infrastructure (Gas Tax)	19,313.19			
Rest Cash - Green Space/Rec - Comm	5,840.00			
Official Plan/Greenspace GIC - Comm	19,312.74			
GIC - Community	5,335.29			
GIC - Reserve Fund	50,179.73			
Petty Cash - NSCC	400.00			
Total Cash		141,866.03		
GST/HST Recievable	5,775.50			
Total Receivables		5,775.50		
Inventory - Bar - NSCC	576.49			
Total Inventory		576.49		
<b>Total Current Assets</b>		<b>148,218.02</b>		

<b>Capital Assets</b>				
Land			10,000.00	
Building			806,260.71	
Acc Amort - Building			-308,151.45	
Land Improvements			35,828.57	
Accum Amort - Land Improvements			-4,184.00	
Promenade			795,863.95	
Acc Amort - Promenade			-297,560.74	
Equipment			67,660.65	
Acc Amort - Equipment			-53,357.57	
<b>Total Capital Assets</b>			<u>1,052,360.12</u>	
<b>TOTAL ASSET</b>			<u>1,200,578.14</u>	
<b>LIABILITY</b>				
<b>Current Liabilities</b>				
Accounts payable - trade	55,057.60			
BMO MasterCard	-476.09			
CPP Payable	338.58			
EI Payable	165.38			
Income tax payable	768.62			
Vacation Pay Payable	26.08			
PST Payable	-66.46			
Total Accounts payable & accruals			55,813.71	
Deferred Revenue Official Plan			1,022.43	
Deferred Revenue - Green Space/Rec			25,083.44	
Deferred Revenue - Gas Tax			41,248.00	
<b>Total Current Liabilities</b>			<u>123,167.58</u>	
<b>TOTAL LIABILITY</b>			<u>123,167.58</u>	

<b>EQUITY</b>				
<b>Surplus</b>				
Operating Fund		1,140,149.31		
Current Earnings		-62,738.75		
<b>Total Operating Fund</b>		<u>1,077,410.56</u>		
<b>TOTAL EQUITY</b>		<u>1,077,410.56</u>		
<b>LIABILITIES AND EQUITY</b>		<u>1,200,578.14</u>		

## Community of North Shore Budget Tracking Per Month

December 2017					
ACCOUNT	2017 BUDGET	YTD ACTUAL AS AT Dec. 31, 17	BUDGET REMAINING	BUDGET REMAINING AS PERCENTAGE	
<b>REVENUE</b>					
Property Taxes	\$ 170,296.00	\$ 180,093.88	-\$ 9,797.88	0%	
<i>Planning &amp; Development</i>					
Building Permits	\$ 6,000.00	\$ 6,667.97	-\$ 667.97	0%	
Green Space	\$ -	\$ -	\$ -	0%	
Fines	\$ -	\$ 2,000.00	-\$ 2,000.00	0%	
<i>NS Community Centre</i>					
Centre Rentals	\$ 20,000.00	\$ 17,771.69	\$ 2,228.31	11%	
Centre Bar	\$ 13,000.00	\$ 7,836.68	\$ 5,163.32	40%	
Community Events	\$ -	\$ 3,442.00	-\$ 3,442.00	0%	
Wage Grant (JFY/Feds)	\$ 3,000.00	\$ 3,711.80	-\$ 711.80	0%	
Miscellaneous Income	\$ 1,000.00	\$ 2,439.40	-\$ 1,439.40	0%	
<i>Stanhope Place</i>					
Friends of the Bay	\$ 1,750.00	\$ 1,750.00	\$ -	0%	
Stanhope Place Rentals	\$ 1,000.00	\$ 882.50	\$ 117.50	12%	
Stanhope Place Cards	\$ 1,500.00	\$ 2,021.00	-\$ 521.00	0%	
Stanhope Heritage Association	\$ -	\$ 50.00	-\$ 50.00	0%	
<i>Funding</i>					
Canada Day/OEE/Violence	\$ 1,300.00	\$ 1,200.00	\$ 100.00	8%	
Funding (Infrastructure/Community)	\$ 2,000.00	\$ 500.00	\$ 1,500.00	75%	
Grants/Government of PEI Assistance	\$ 2,500.00	\$ 10,000.00	-\$ 7,500.00	0%	New MCEG Program 10% rebate on Capital Costs
Gas Tax Funding	\$ -	\$ 7,700.00	-\$ 7,700.00	0%	Gas Tax revenue for Heating and Cooling Review
Funding for Capital Items TBD	\$ -	\$ 69,717.00	-\$ 69,717.00	0%	ACOA Funding/Capital Fund Contribution
Interest Income/Miscellaneous	\$ 1,500.00	\$ 543.02	\$ 956.98	64%	
<b>TOTAL REVENUE</b>	<b>\$ 224,846.00</b>	<b>\$ 318,326.94</b>	<b>-\$ 93,480.94</b>		
<b>EXPENSES</b>					
<i>Administrative/Municipal</i>					
Administrator's Wages inc. MERCs	\$ 40,040.00	\$ 40,551.98	-\$ 511.98	-1%	
Administrator Mileage	\$ 500.00	\$ 657.75	-\$ 157.75	-32%	
Student (W/W)	\$ -	\$ -	\$ -	0%	
Professional Fees/Bookkeeping/Audit	\$ 11,000.00	\$ 10,674.00	\$ 326.00	3%	
Legal Services	\$ 5,000.00	\$ 3,872.00	\$ 1,128.00	23%	

Website Hosting	\$ 1,000.00	\$ 727.40	\$ 272.60	27%	
Councillor Remuneration	\$ 14,000.00	\$ 14,500.00	-\$ 500.00	-4%	
Councillor Mileage	\$ 500.00	\$ 70.00	\$ 430.00	86%	
Equipment	\$ 1,500.00	\$ 2,000.00	-\$ 500.00	-33%	AED on order
Elections	\$ -	\$ -	\$ -	0%	
Conference/Dues	\$ 3,500.00	\$ 6,662.04	-\$ 3,162.04	-90%	
Insurance	\$ 10,600.00	\$ 10,652.00	-\$ 52.00	0%	
Advertising	\$ 700.00	\$ 613.21	\$ 86.79	12%	
Newsletter/Printing/Postage	\$ 3,000.00	\$ 192.76	\$ 2,807.24	94%	
Office Expenses	\$ 5,000.00	\$ 3,124.61	\$ 1,875.39	38%	
Interest and bank fees	\$ 1,000.00	\$ 590.35	\$ 409.65	41%	
Telephone/Internet	\$ 2,500.00	\$ 2,520.22	-\$ 20.22	-1%	
Donations	\$ 200.00	\$ 50.00	\$ 150.00	75%	
Capital Expenditures	\$ -	\$ 104,508.13	-\$ 104,508.13	0%	Heating and Cooling Project/ tables etc.
<b>Total Administrative/Municipal</b>	\$ 100,040.00	\$ 201,966.45	-\$ 101,926.45	-102%	
<b>Planning/Development</b>					
Planning Consulting Fees	\$ 7,000.00	\$ 8,641.43	-\$ 1,641.43	-23%	
Official Plan Admin/Enforcement	\$ 1,000.00	\$ -	\$ 1,000.00	100%	
Planning Consultant	\$ 4,800.00	\$ -	\$ 4,800.00	100%	
Planning Committee Costs	\$ 500.00	\$ 1,200.56	-\$ 700.56	-140%	
Planning Mileage	\$ 100.00	\$ -	\$ 100.00	100%	
<b>Total Planning/Development</b>	\$ 13,400.00	\$ 9,841.99	\$ 3,558.01	27%	
<b>Water &amp; Wastewater Services</b>	\$ 1,000.00	\$ 2,233.70	-\$ 1,233.70	-123%	
<b>EMO - Emergency Measures Organization</b>	\$ 2,000.00	\$ 2,000.00	\$ -	0%	
<b>Facilities and Public Property</b>					
<b>North Shore Community Centre</b>					
Centre Wages inc. MERCs	\$ 18,000.00	\$ 19,026.00	-\$ 1,026.00	-6%	
Activities Supplies/Licenses/Misc.	\$ 1,500.00	\$ -	\$ 1,500.00	100%	
Bar/Canteen (licenses & bartenders)	\$ 2,500.00	\$ 5,511.45	-\$ 3,011.45	-120%	
Electricity	\$ 4,000.00	\$ 4,885.84	-\$ 885.84	-22%	
Casual/Student Wages	\$ 9,800.00	\$ 174.25	\$ 9,625.75	98%	
Centre Mileage	\$ 406.00	\$ 199.50	\$ 206.50	51%	
Repair/Maintenance/Snow	\$ 22,000.00	\$ 22,861.82	-\$ 861.82	-4%	
Heat Oil/Utilities	\$ 5,000.00	\$ 4,050.82	\$ 949.18	19%	
Septic Fix	\$ 1,000.00	\$ -	\$ 1,000.00	100%	
Heating Review	\$ 2,500.00	\$ 7,700.00	-\$ 5,200.00	-208%	Funded with Gas Tax
Energy Retrofits/Insulation/Misc.	\$ 1,000.00	\$ -	\$ 1,000.00	100%	
Payment/Interest on demand loan	\$ -	\$ -	\$ -	0%	
<b>Total North Shore Community Centre</b>	\$ 67,706.00	\$ 64,409.68	\$ 3,296.32	5%	

<b>Stanhope Place</b>				
Heat	\$ 500.00	\$ 500.00	\$ -	0%
Electricity	\$ 3,700.00	\$ 3,711.22	-\$ 11.22	0%
Capital Expenditures	\$ 5,000.00	\$ 3,000.00	\$ 2,000.00	40%
Repair/Maintenance/Snow	\$ 3,000.00	\$ 2,309.36	\$ 690.64	23%
Energy Retrofits/Insulation/Misc.	\$ -	\$ -	\$ -	0%
<b>Total Stanhope Place</b>	<b>\$ 12,200.00</b>	<b>\$ 9,520.58</b>	<b>\$ 2,679.42</b>	<b>22%</b>
<b>Promenade</b>				
Promenade Maintenance	\$ 5,500.00	\$ 3,313.93	\$ 2,186.07	40%
Promenade Lighting	\$ 700.00	\$ 693.80	\$ 6.20	1%
<b>Total Promenade</b>	<b>\$ 6,200.00</b>	<b>\$ 4,007.73</b>	<b>\$ 2,192.27</b>	<b>35%</b>
<b>Total Facilities and Public Property</b>	<b>\$ 86,106.00</b>	<b>\$ 77,937.99</b>	<b>\$ 8,168.01</b>	<b>9%</b>
<b>Recreation</b>				
Community Grants	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Friends of Covehead Bay	\$ 1,750.00	\$ 1,750.00	\$ -	0%
Soccer	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Event Expenses	\$ 8,050.00	\$ 5,881.46	\$ 2,168.54	27%
<b>Total Recreation</b>	<b>\$ 12,300.00</b>	<b>\$ 7,631.46</b>	<b>\$ 4,668.54</b>	<b>38%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 214,846.00</b>	<b>\$ 301,611.59</b>	<b>-\$ 86,765.59</b>	<b>-40%</b>
<b>SURPLUS/DEFICIT YTD</b>	<b>\$ 10,000</b>	<b>\$ 16,715</b>		
<b>CAPITAL FUND</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>		
<b>SURPLUS/DEFICIT W/ CAPITAL FUND</b>	<b>\$ -</b>	<b>\$ 6,715</b>		



## **Council Report**

### **NSSC Environmental Sustainability Committee**

**December 13, 2017**

- **Covehead Bay:** The Covehead Bay Special Committee Terms of Reference remains on hold until Federal and Provincial support is clarified.
- A follow-up meeting was scheduled for Monday, December 4 with DFO PEI Acting Area Director John Coleman and Chris Mills, DFO officer (responsible for Bay by Bay Management Plans) to get more detail on the Bay by Bay Management Review, what will be examined and how the municipality, stakeholders and the public can participate in the consultation process. Kent MacLean, Connie Egan and Gordon Ellis and Jonathan MacLean attended on behalf of Council but DFO failed to attend – John Coleman was out due to illness. We are in the process of scheduling another meeting. It was originally anticipated that this work would begin in December.
- A meeting was held with Minister Pat Murphy and Deputy Minister John Jamieson, Provincial Department of Rural and Regional Development on Tuesday, December 5. Attended by Gordon Ellis, Kent MacLean, Jonathan MacLean and Connie Egan to discuss potential funding to assist with Community Development and Sustainability.

After exchanging information, we were given a contact name to consider applying for a Community Development Program which provides support and guidance for communities to enhance the quality of life for rural Prince Edward Island residents.

Subsequent to this meeting, we have received information from Community Development Officer Chris Blaisdell and prepared the following for Council consideration:

### **Request for Community Development Program Funding**

#### **Background:**

The Department of Rural and Regional Development has a Community Development Program designed to enable non-governmental organizations and municipal governments to access funds for strategic economic projects, regional support projects, and community capacity building which assists in strengthening and sustaining rural communities.

Eligible applicants need to contribute 50% of the total project cost. Financial assistance is in the form of a non-repayable contribution normally to a maximum contribution of 50% or \$25,000 of total eligible costs.

The North Shores Community Council's (NSCC) Environmental Sustainability Committee recommends the Community of North Shore submit a project application and proposal to secure expertise to achieve the following:

**Overall Goal:**

To assist in strengthening and sustaining the Community of North Shore from an economic and community capacity building perspective.

**Objectives:**

- Define potential issues and gaps around the upcoming DFO Covehead Bay Review and strategies the NSCC will need to consider contributing to the Covehead Bay Sustainability Plan.
  
- Address an identified gap in the existing NSCC 2014 Official Plan by examining the strategic importance and impact of Covehead Bay in building and sustaining key tenants such as:
  - Environmental sustainability and stewardship
  - Access to and promotion of recreational activities
  - Commercial business development where it fits with the official plan and NSCC's 5-year strategic plan
  - Tourism development
  - Community Growth – tax base growth by offering an attractive Community to reside and visit

This would involve subject matter experts and key stakeholders to assist in identifying issues, define solutions and outline a sustainability plan for each of the community pillars.

- Investigate the Environmental health of the Covehead Bay by researching available data, engaging appropriate key stakeholders such Department of Fisheries and Oceans, Parks Canada and Friends of the Bay to transfer knowledge, examine next steps to protect and sustain Covehead Bay for residents, stakeholders, visitors and future generations.

The funds would be utilized to contract a skilled program coordinator and the experienced experts in key identified areas of the plan.

Projected cost: \$15,000 Provincial and matched funding of up to \$15,000 Municipality of North Shore.

**Additional ESC Priorities Update:**

**Healthy Water**

- **Volunteer Water Testing and Reporting of Results** – the prize draw will be completed the end of December for all those who reported on water testing. Prize will be a free testing at time of choice.
- **Provincial Government Safe Water Tracking System** – Jonathan is working on getting more information on what can be provided to the Community.

- **Provincial Information on Water Supply** (The committee hopes to meet with the Provincial Hydrologist by early December) – a meeting was scheduled but had to be cancelled due to Hydrologist time requirements for the new Water Act. We are waiting for a new date to meet. The goal is to understand in laymen’s terms what the water table reports are saying and what the status is for our community.

**Healthy Water and Waste Water Education:** The committee wants to add valuable educational information to the community newsletter, website etc. Jonathan will be looking for information to add. Committee members are to keep on the look-out for valuable education info to pass on to Jonathan for sharing with the Community. All councilors are encouraged to do so! This is an important component of the education strategy for both good water and healthy sewer disposal.

### **Safe Sewer/Septic Systems:**

**Education:** Even though no legislative reporting requirements, we will continue to educate the community about importance of healthy septic systems at every opportunity.

**Community Sewer Cleaning Tracking System:** If residents advise the Community Office that they have had their sewer system cleaned, their name will be entered for annual draw prize of a free septic cleaning.

In addition, their name will be placed on the tracking system to receive a reminder call in three years when due for the next cleaning. Action: Community Administration Office. Draw to be held the end of December.

**Fire Safety:** Parks Canada has work underway to clean up forest areas to assist with Fire Prevention. We hope to meet with them in early January and get an update at that time.

Respectfully submitted by Connie Egan, ESC Chair

**Community of Grand Tracadie Overview**

Population approximately - 300

Size - 3,009 Acres

**Tax Assessment**

Residential - 27,963,000

Commercial - 1,742,400

**Tax Rates**

Residential - .17

Commercial - .28

**Tax Revenue**

Residential - \$47,537

Commercial - \$4,878

**Total \$52,415**

\*\*Balance Sheet and 2016 Financials see next page

**Services**

Recreation and Community Center

No Planning/Bylaws - Estimated Cost to add to North Shore Official Plan and Bylaws \$15,000-\$20,000

**Amalgamation Process**

Municipal Affairs strongly recommend having a public meeting to seek comment on a proposal to Amalgamate.

If proceeding application would include Council resolutions, reason for the request, financial implications and map showing new boundary area.

# Community of Grand Tracadie

## Statement of Financial Position

(Unaudited)

As at December 31, 2016

	2016	2015
	\$	\$
<b>Financial assets</b>		
Cash	42,063	25,095
HST receivable	1,033	4,923
<b>Total financial assets</b>	43,096	30,018
<b>Liabilities</b>		
Accounts payable and accrued liabilities (note 3)	10,027	664
<b>Net financial assets</b>	33,069	29,354
<b>Non-financial assets</b>		
Tangible capital assets (schedule)	124,386	128,409
Prepaid expenses	1,949	1,844
	126,335	130,253
<b>Accumulated surplus</b>	159,404	159,607

Approved by the Council

\_\_\_\_\_ Councillor

\_\_\_\_\_ Councillor

(2)

**Community of Grand Tracadie**  
**Statements of Operations and Accumulated Surplus**  
**(Unaudited)**  
**For the year ended December 31, 2016**

	<b>Budget (unaudited) 2016 \$</b>	<b>Actual 2016 \$</b>	<b>Actual 2015 \$</b>
<b>Revenue</b>			
Property taxes	43,437	42,751	43,226
Government transfers (note 4)	2,000	13,141	83,635
Other income (note 4)	3,600	16,540	13,807
	<u>49,037</u>	<u>72,432</u>	<u>140,668</u>
<b>Expenses</b>			
Advertising and promotion	200	-	95
Annual general meeting	-	95	-
Ball hockey	300	384	937
Ball tournament	250	412	378
Canada Day activities	1,000	3,355	4,182
Dance class	-	344	-
Darts	-	126	205
Day camp	300	47	51
East coast art party	-	121	-
Fire department dues	23,720	23,721	23,661
Insurance	5,600	5,742	5,352
Interest and bank charges	150	171	155
Park	1,500	1,525	1,575
Professional fees	700	3,348	664
Property taxes	-	1,238	38
Repairs and maintenance	2,000	992	6,528
Utilities	7,300	6,296	8,895
Wages and employee benefits	6,150	15,079	20,710
Amortization	-	9,639	9,077
	<u>49,170</u>	<u>72,635</u>	<u>82,503</u>
<b>Excess revenue (expenses) for the year</b>	<u>(133)</u>	<u>(203)</u>	<u>58,165</u>
<b>Accumulated surplus - Beginning of year</b>		<u>159,607</u>	<u>101,442</u>
<b>Accumulated surplus - End of year</b>		<u>159,404</u>	<u>159,607</u>

**Community of Grand Tracadie**  
 Statements of Changes in Net Financial Assets  
 (Unaudited)  
 For the year ended December 31, 2016

	<b>Actual 2016 \$</b>	<b>Actual 2015 \$</b>
<b>Excess revenue (expenses) for the year</b>	(203)	58,165
Purchase of tangible capital assets	(5,616)	(107,259)
Amortization of tangible capital assets	9,639	9,077
Change in prepaid expenses	(105)	(119)
<b>Decrease (increase) in net financial assets</b>	3,715	(40,136)
<b>Net financial assets - Beginning of year</b>	29,354	69,490
<b>Net financial assets - End of year</b>	33,069	29,354

# Community of Grand Tracadie

## Statement of Cash Flows

(Unaudited)

For the year ended December 31, 2016

	2016	2015
	\$	\$
<b>Cash provided by (used in)</b>		
<b>Operating activities</b>		
Annual surplus (deficit) for the year	(203)	58,165
Item not affecting cash		
Amortization	9,639	9,077
	<u>9,436</u>	<u>67,242</u>
Net change in non-cash working capital items		
Decrease (increase) in HST receivable	3,890	(1,239)
Increase (decrease) in accounts payable and accrued liabilities	9,363	(13)
Decrease in deferred revenue	-	(21,800)
Increase in prepaid expenses	(105)	(119)
	<u>13,148</u>	<u>(23,171)</u>
	22,584	44,071
<b>Investing activity</b>		
Purchase of tangible capital assets	<u>(5,616)</u>	<u>(107,259)</u>
<b>Increase (decrease) in cash</b>	16,968	(63,188)
<b>Cash - Beginning of year</b>	<u>25,095</u>	<u>88,283</u>
<b>Cash - End of year</b>	<u>42,063</u>	<u>25,095</u>



**Pleasant Grove (2530)  
Financial Statement 2016**

**Income**

<b>Items</b>	<b>2016 Budgeted</b>	<b>2016 Actual</b>	<b>2017 Budgeted</b>
Property Tax	24,504.16	24,501.00	24,847.20
Annual Grant	5500.00	6225.70	6000.00
Bank Interest	9.00	9.85	10.00
<b>Total</b>	<b>30,013.16</b>	<b>30,736.55</b>	<b>30,857.20</b>

**Expenses**

<b>Items</b>	<b>2016 Budgeted</b>	<b>2016 Actual</b>	<b>2017 Budgeted</b>
Fire Dues	24,504.16	24,501.00	24,847.20
Bank Charges	30.00	27.00	30.00
Annual Meeting Ad	75.00	112.44	75.00
Canada Day	1000.00	1000.00	1000.00
Donation to NSFC	-----	-----	2000.00
<b>Total</b>	<b>25,609.16</b>	<b>25,640.44</b>	<b>27,952.20</b>

Bank balance as of December 31, 2016 - \$23,777.56

## Fire Protection Rate

North Shore Fire Company rate for fire protection for 2017, will be assessed at .08/100.00 of assessed value.

The Provincial Tax Commissioners assessment for 2017:

Commercial		475,300
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Non-Commercial	30,583,700	
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Total market value	31,059,000	
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       x .08

\$24,847.20



Appendix D

November 30, 2017

Eastlink  
Wireless Site Planner  
Box 8660, 6080 Young St. (6<sup>th</sup> Floor)  
Halifax, N.S., B3K 5M3

ATTENTION: Logan McDaid

Dear Sir:

**RE: PROPOSED TELECOMMUNICATIONS STRUCTURE, FRISTON ROAD, STANHOPE, P.E.I. (PEI043)**

On behalf of Willowdale Farms Ltd. and Murray Cook and Vicki Allen Cook, this letter is being sent to protest the location of the guyed tower referred to above. While the company farms in the area, there are also a number of residences which will be affected by the proposed location. We are concerned on the negative effects this project will have on property values.

We are aware that technically, Eastlink may meet the minimum standards and this process is following the guidelines of (CPC-2-0-03) Innovation, Science and Economic Development Canada, however, we believe as neighbours that Eastlink should relocate the tower to a less objectionable location on Parcel 787648 or even to another site altogether. The site would not be so offensive if it was located further back from the Friston Road. It will be an eyesore on what is known as a scenic country road.

For the record, Eastlink approached the farm to sell it land and was rejected due to the inappropriate location. The Eastlink reponse was to place the telecommunications tower at the north of our property.

As you are aware, Stanhope is adjacent to the National Park and in the heart of a busy tourist area. Surely Eastlink could locate its tower to a better site. We know the location is the most convenient and cheapest location for the company, but if Eastlink is to be a good neighbor, it should at least take into consideration the feelings of the community residents.

The purpose of this letter is to ask that Eastlink reconsider the proposed location of the tower and to place it in a less conspicuous location so as to cause the least offence to the community and the immediate neighbours.

Yours truly,

CARR STEVENSON & MACKAY



JOHN CARR, Q.C.  
JAC/sjw

Copy to: North Shore Community Council

Copy to: Willowdale Farms and Murray Cook and Vicki Allen Cook

\\precedent\public\common\shirley\property\eastlink letter nov.21,2017 willowdale.docx

## North Shore Community Council

### 2017 Operating Grant Request

#### **Introduction:**

**The Friends of Covehead-Brackley Bay Inc.** (FCBB) is a community based volunteer organization that was formed in 2001 by a group of community members concerned with the health and sustainability of the Covehead-Brackley watershed area. A Watershed Management Plan was developed in 2009, and the group achieved charitable status in 2012.

**FCBB's mandate** is: "to create a watershed area that is healthy: one which nourishes the land and water, one which is sustainable to native flora and fauna, and also balances the interests of residents, including those working in aquaculture, forestry, agriculture, fisheries, and tourism."

**Basic Activities:** FCBB annually maintains, protects, restores, and enhances, over sixty kilometers of stream in our five rivers that empty into our two bays. FCBB has built numerous bridges and public access docks, completed various sedimentation detention projects, planted thousands of native long-lived tree and shrub species, collected and compiled large amounts of data pertaining to the overall health of our drainage basin all the while encouraging community involvement and ownership of the watershed. FCBB has many working relationships within the watershed including and not limited to: Parks Canada, the of North Shore Community Council, Agriculture Canada, Department of Fisheries and Oceans, Canadian Wildlife Federation, Ducks Unlimited, and local agriculture producers, etc.

**Projects:** FCBB has been successful in planning and carrying out numerous projects over the last twenty years. FCBB has partnered with dozens of groups to provide an essential service to our watershed and the various communities and residents in our watershed. FCBB has been succeeded by forming partnerships across the country ranging from large federally funded organizations down to the smallest of land owners within the watershed. FCBB works with a budget of approximately a hundred thousand dollars per year and completes multiple projects annually. In FCBB's twenty years of operation our group has always completed every project it has taken on and has demonstrated a high level of value, competency, and efficacy in the work provided to our community.

**Request & Usage of Grant:**

FCBB has annually received this operating grant of \$1750.00 from the NSCC for almost ten years and the two groups have had a productive and health working relationship spanning decades. FCBB has been providing an essential service to the North Shore Community primarily thanks to the dedication of council and concerned local residents. FCBB has annually used the operating grant of \$1750.00 to pay the annual rental fee on the office space provide in Stanhope Place and will continue to use the grant (if awarded in 2017) for this same purpose. This office space is critical to the annual and day-to-day operations of the watershed. This office space is not only a central location within the watershed to store equipment, but it has also provided the community a recognizable location where they can go to ask questions and raise concerns about the health of their environment. This office space has also been the gathering place for numerous watershed resident, funding provider, and various Provincial and Federal Government meetings that have resulted in a lot of meaningful improvements to our environment and the community. Having a reliable and consistent office space within the community has allowed the watershed to focus on raising awareness within the community on the importance of environmental stewardship, and improving our riparian habitats for aquatic and wildlife species. Thanks to the support of council FCBB has raised over \$500,000 for environmental projects in our community and has employed more than 50 local secondary and high school students over the last decade. FCBB foresees the working relationship between FCBB and the North Shore Community only growing in the future and looks forward to improving our Community together.

**Sincerely,**

**Friends of Covehead-Brackley Bay**