

APPROVED Regular Council Meeting
Community of North Shore
Wednesday, April 8th, 2015 at 7.00 p.m.

PRESENT: Chairperson Gordon Ellis
 Councillor Jonathan MacLean
 Councillor Connie Egan (attended via Teleconference)
 Councillor Charity Sheehan
 Councillor Kent MacLean
 Councillor Justin Walsh
 Councillor Gerard Watts
 Councillor Beth Pretty
 Councillor Melody Gay
 Councillor Jamie Rae
 Councillor Eric Ellsworth

ADMINISTRATOR: Tracey Allen

REGRETS: Councillor Shawn Reardon, and Councillor Peter Vriends

1.0 CALL TO ORDER at 7:02pm Chair welcomed everyone and thanked them for coming. Welcome new Councillors.

2.0 APPROVAL OF THE AGENDA: It was duly moved and seconded that the agenda be approved.

Moved by Councillor Ellsworth (2015-04-13)
Seconded by Councillor Watts -CARRIED- (9-0)

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.)

Declaration(s): None

2.2 SWEARING IN NEW COUNCILLORS

3.0 APPROVAL OF MINUTES:

Councillor Gay noted – correct 7:0 to 7:00pm and 2014 to 2015 in the title.

It was duly moved and seconded that the Minutes of the February 11th, 2015 Council Meeting be adopted.

Moved by Councillor Sheehan (2015-04-14)
Seconded by Councillor Gay - CARRIED- (9-0)

4.0 BUSINESS ARISING:

4.1 STRATEGIC PLANNING SESSION SPRING 2015

Facilitator recommended was Steve McQuaid. The suggested dates are all Saturdays from 9am to 12noon. Dates suggested were May 23rd or 30th or June 6th or 13th. The decision to go with June 6th and time to be 8:30am start time. Hold June 13th as a second session if needed. Chair noted that several community groups/organizations to asked to provide input into the process – Parks Canada, North Shore Fire Department, Stanhope Historical Society, Lighthouse Group, Wharf businesses. To date, Parks Canada and Fire Department have provided input.

Chair asked Councillors to review the draft SWOT Analysis prior to the first session.

4.2 EMO – EMERGENCY MEASURES ORGANIZATION

Create an Emergency Measures Standing Committee

Whereas the Community of North has the potential to have emergency disasters occur such as forest fires, flooding, and storm surges to name a few, and

Whereas the Community of North Shore has an outdate EMO Plan, and

Whereas there is a desire to create a committee to revise the EMO Plan,

Be it resolved that, the Community of North Shore appoint Councillor Beth Pretty as the Chair of a Municipal Emergency Measures Standing Committee.

Moved by Councillor Ellsworth
Seconded by Councillor Walsh

(2015-04-15)
- CARRIED- (9-0)

5.0 REPORTS

5.1 CHAIRPERSON'S REPORT - CHAIRPERSON ELLIS

Chair Ellis noted that we have covered a number of items such as the EMO Committee and Strategic Planning. We did receive a letter of resignation from Fred Connolly to finish his work on the Planning Board as of April 30th, 2015 – thank you for his service. Please read the e-news each week to keep up to date with events in the community. Again welcome to new councillors.

5.2. FINANCE AND PROPERTY MANAGEMENT - COUNCILLOR WATTS/VRIENDS

Councillor Watts bank balance \$44,000 and payables of \$4400. Bar income \$1,700 and rental \$1,200. The budget is early in the year yet.

The Finance and Property Management met on March 24th and discussed the following:

Infrastructure Funding

Deadline to apply for that is March 31st. Three projects have been proposed based on a capital summary below.

Municipality	2014-2015 & 2015-2016	2016-2017	2017-2018	2018-2019	Total

North Shore	26,612 + 26,612 = \$53,224	27,943	27,943	29,273	138,382
Projects	<ul style="list-style-type: none"> Community Centre Septic Repair NSCC Building Energy Review and Implementation Stanhope Place Building Energy Review and Implementation 	<ul style="list-style-type: none"> Parking Lot Resurfacing Heating upgrade 	<ul style="list-style-type: none"> Parking Lot Resurfacing Heating upgrade 	<ul style="list-style-type: none"> Parking Lot Resurfacing Heating upgrade 	

Stanhope infrastructure update

Councillor Watts circulated the quote from Mark Fulford. ACOA may have funding April 1st and there is Stanhope Heritage Association money in an amount around \$10,000 to use towards the project. PIF or Provincial Infrastructure Funding under Infrastructure Secretariat gives 75% funding towards projects not identified in the regular budget.

Policy - Level of administrator approval level

Less than \$500 ok but over need to go to Committee Chairs for over \$500.

Maintenance Position - Additional future agenda item – Chair Ellis noted that our current clean/maintenance person will be retiring in the next few years and we need to start looking at our staff structure for future re: maintenance. Need to start discussion on it.

Centre Roof Repair

The leaking was caused by ice damming and snow blown into the attic. The snow was removed and hopefully a more permanent solution can be completed in the spring.

Motion to accept the report as presented.

Moved by Councillor Watts

(2015-04-16)

Seconded by Councillor J MacLean

- CARRIED- (9-0)

FUNDING GAS TAX

Whereas the Community of North Shore is eligible to access a total of approximately \$138,382 of notional allocation monies through the Gas Tax Fund managed by the Infrastructure Secretariat, and

Whereas there are a number of projects requiring attention in the next number of years,

Be it resolved that, the Community of North Shore make application for the funding to the Gas Tax notional allocation and use the funds:

- 1) Stanhope Place Building Energy Review and Implementation
- 2) North Shore Community Centre Septic Review and Implementation
- 3) North Shore Community Centre Energy Review and Implementation

Gas tax Monies (Notional Allocation)

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	<ul style="list-style-type: none"> • Stanhope Place Building Energy Review and Implementation 	upgrade		upgrade	
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Moved by Councillor Watts
Seconded by Councillor Gay

(2015-04-17)
- CARRIED- (9-0)

OPEN BANK ACCOUNT FOR GAS TAX FUNDS

Whereas the Community of North Shore is eligible to access a total of approximately \$138,382 of notional allocation monies through the Gas Tax Fund managed by the Infrastructure Secretariat, and

Whereas the Community of North Shore intends to apply for three projects in this fiscal year, and

Whereas a requirement for funding is to open a separate bank account for those funds received,

Be it resolved that, the Community of North Shore open a separate Gas Tax account at the Bank of Montreal.

Moved by Councillor Watts
Seconded by Councillor Ellsworth

(2015-04-18)
- CARRIED- (9-0)

Stanhope Place Funding PIF

Whereas the Community of North Shore has the opportunity to access funding from PIF (Provincial Infrastructure Fund) and,

Whereas there is a need to update the front entrance of Stanhope Place to senior friendly access, and

Whereas, Stanhope Heritage Association has **\$9,843.75** (from the monies transferred in 2013) to put towards the work on Stanhope Place to help match funding,

Be it resolved that, the Community of North Shore make application to the Infrastructure Secretariat PIF to seek funding for upgrades to Stanhope Place.

Moved by Councillor Watts
Seconded by Councillor J MacLean

(2015-04-19)
- CARRIED- (9-0)

Stanhope Place Funding

Whereas the Community of North Shore has the opportunity to access funding from ACOA, and

Whereas there is a need to update the front entrance of Stanhope Place to senior friendly access, and

Whereas, Stanhope Heritage Association has approximately \$10,000 to put towards the work on Stanhope Place to help match funding,

Be it resolved that, the Community of North Shore make application to ACOA to seek funding for upgrades to Stanhope Place.

Moved by Councillor Watts

(2015-04-20)

Seconded by Councillor J. MacLean

- CARRIED- (9-0)

Community Cultural Partnership Program

Whereas the Community of North Shore has the opportunity to access funding from Community Cultural Partnership Program, and

Whereas there the HR & Events Committee is considering projects for funding, and

Whereas, Stanhope Historical Society possibly has projects in need of funding,

Be it resolved that, the Community of North Shore make application to Community Cultural Partnership Program based on projects meeting the funding requirements are developed by the funding deadline.

Moved by Councillor Watts

(2015-04-21)

Seconded by Councillor J. MacLean

- CARRIED- (9-0)

Office of Energy Efficiency

Whereas the Community of North Shore has the opportunity to access funding from Office of Energy Efficiency, and

Whereas there the Community of North Shore budget includes energy retrofits, and

Whereas, the energy retrofits will save ongoing maintenance and costs,

Be it resolved that, the Community of North Shore make application to Office of Energy Efficiency for energy retrofits.

Moved by Councillor Watts

(2015-04-22)

Seconded by Councillor Sheehan

- CARRIED- (9-0)

Councillor Watts excused himself from the meeting at this point.

5.3. COMMUNITY ADMINISTRATOR REPORT

Administrator noted that her report is in the package to Councillors and asked if there were any questions.

March is typically a busy month with funding applications, year-end audit and reporting to be submitted to Municipal Affairs (MFIR and CIP), by-election (and reporting) and AGM and all the work surrounding that. In addition the regular reporting to CMHC, Province, resident requests, strategic planning, communications (enews, blogs, website, facebook and twitter), event planning started, redesign of development forms, development inquiries, Gas Tax Capital Summary, and more. Roof repairs and planning for upcoming tenders re: heating review and energy retrofits. Centre

requirements i.e water testing, food premise license etc.

Federation of Prince Edward Island Municipalities Meeting has been changed from April 27th to May 25th and the meeting will be hosted by the Community of Linkletter. Any Councillor wanting to attend? No agenda provided as of yet.

5.4 HR & EVENTS COMMITTEE

The committee and sub-committee for the Centre met jointly and covered a number of items.

HR

- **Storm Days** – looking to add to the HR Policy.

Events upcoming:

- **Kids Easter Party**, Monday, April 6th 1-2:30pm – organization and volunteers – great success with 50-60 kids attending.
- **Road Side Clean up** – Agreed to communicate with residents via newsletters and distribute clean-up supplies provided by Province through a pick up system at centre.
- **Small Halls Festival** – Monday, June 15th at the North Shore Community Centre – date just confirmed, the planning needs to start.
- **Canada Day** – July 1st 1-3pm
- **New fitness program** starting Sunday night 8:30-9:15pm.

North Shore Community Updates

- Continuing kids programming until the end of April.
- Yard Sale – Saturday, May 2nd 8am to 11:30am.

Stanhope Place Updates

- Cards are continuing on Thursday night and Saturday afternoons with regular and some new players. Revenues remain steady.
- Stanhope Historical Society hosted a presentation night with David Rashed who filmed a Lebanese of PEI documentary.
- FCBB getting ready to set up the office for the spring.

Odds and Ends

- Reviewing options for future recreation programming, Community Cultural Partnership Program, and other opportunities.
- **Print newsletter** issue date will be first week in June – all news to be sent to the office. **Deadline for content is Wednesday, May 27th.**
- Looking for a board member for Eastern Region Sport and Recreation Committee
- Look at creating business cards for centre to hand out.
- We received Federal Funding for Recreational Director.

5.5 PLANNING BOARD - COUNCILLOR REARDON/J. MACLEAN

The Planning Board met Tuesday, April 7th

- For the month of March there were no permit applications received or submitted.
- One application for a new subdivision application on the Covehead Rd. to separate a house and 5 acres of land from remaining agriculture land.
- Update on Willowdale Farms Inc. and Doyle Subdivision
- Update on edits to Planning document.

Subdivision: NS-0023 1678 Covehead Rd. Rte. 25 PID 561217 (Kevin MacDonald)

Whereas the Community of North Shore has received application to sever 26 acres of agriculture land from PID 561217 leaving 5 acres plus house and,

Whereas the Community of North Shore has through the Planning Act, Municipal Act and Community of North Shore Land Use Bylaws the authority to grant severances, and

Whereas, Derek French, a professional planner has reviewed the survey plans and provided a recommendation to approve,

Be it resolved that, the Community of North Shore give final approval to subdivision application NS-0023.

Moved by Councillor J. MacLean
Seconded by Councillor Rae

(2015-04-23)
- CARRIED- (8-0)

Subdivision: NS-0021 Friston Rd. PID 135228 (Willowdale Farms Inc.)

Whereas the Community of North Shore has given approval to the subdivision application to approve 3 lots on PID 135228 file NS-0021 on the Friston Rd. and,

Whereas the Community of North Shore has through the Planning Act, Municipal Act and Community of North Shore Land Use Bylaws the authority to approve subdivisions, and

Whereas, Derek French, a professional planner has reviewed the survey plans and provided a recommendation to request \$3,622.50 in lieu of land based on a 7.5% value of three lots out of 18,

Be it resolved that, the Community of North Shore request the \$3,622.50 in lieu of land as part of the final approval to subdivision application NS-0021.

Moved by Councillor J. MacLean
Seconded by Councillor Ellsworth

(2015-04-24)
- CARRIED- (8-0)

Subdivision: NS-0015 Maggie Lane PID 1043363 Doyle & Feehan Construction Ltd.

Whereas the Community of North Shore received a request from TIR (Transportation and Infrastructure Renewal) to approve their review of a wet pond for subdivision NS-0015 and,

Whereas the Community of North Shore doesn't have authority to approve wet ponds, and

Whereas, the concerns of residents of adjacent properties would be the Community of North Shore's priority,

Be it resolved that, the Community of North Shore respond to TIR expressing that the decision belongs with the Province and as long as the impact on the adjacent properties will not be detrimental to proceed. In addition, a letter be sent to the developer of subdivision NS-0015 to ensure there is a long-term plan to deal with the wet pond as part of the developers responsibility.

Moved by Councillor J. MacLean
Seconded by Councillor Sheehan

(2015-04-25)
- CARRIED- (8-0)

Resignation of Fred Connolly from Planning Board

Whereas the Community of North Shore received a letter of resignation from Planning Board member Fred Connolly effective April 30th, 2015 and,

Whereas the Community of North Shore greatly appreciates all the work completed by Fred Connolly in the area of planning and development,

Be it resolved that, the Community of North Shore accept Fred Connolly's letter of resignation and offer our sincere thanks for his many years of service to the Community.

Moved by Councillor J. MacLean
Seconded by Councillor Walsh

(2015-04-26)
- CARRIED- (8-0)

Councilor Egan mentioned that a card and gift be given to Fred Connolly in recognition of his service. Councilor J. MacLean noted that Fred Connolly had mentioned at the Planning Board Meeting to set up a Council Remuneration committee.

6.0 CORRESPONDENCE: Correspondence received from the Town of Stratford an Invitation to Pesticide Meeting, Wednesday, April 29th at 6:30pm and Registered Nursing Association offered to have presentation for Councilors.

7.0 NEW BUSINESS:

7.1 COMMUNITY CULTURAL PARTNERSHIP PROGRAM

Noted that we have approval and it would fund 50% up to \$2,500 for Arts & Heritage Activities or Training & Development for organization or board enhancement.

7.2 COVEHEAD LIGHTHOUSE – COUNCILLOR K. MACLEAN

Councillor K. MacLean gave an overview of the Covehead Lighthouse, noted that as of March 31st, 2015 signed to buy the Lighthouse for \$1. The land lease 15 years. And negotiation for capital funding with DFO. Part of Parks Canada Heritage Lighthouse

program process needs to deem it heritage and this could take a few weeks to months. Then apply to Province to become a historic property. Projecting from 4-7months the group will acquire the property to fix it up. The group has been approved for \$60,000 in funding. Renovation quotes were obtained from several contractors and were estimated in 2012 to cost between \$12,000 and \$25,000. Covehead Lighthouse will be seeking volunteers in future to assist with fund raising.

7.3 GAS TAX FUNDING/PIF/BANK ACCOUNT

Covered under the Finance report.

7.4 ACOA COMMUNITY FUNDING

Covered under the Finance report.

7.5 COMMUNITIES IN BLOOM

The discussion on the cost of the program \$420 for membership and cost of the accommodations for judges and travel to next community or to the airport. Purchase of flowers and/or ask for donations from splitting. Mentioned about asking Veseys to provide flowers or Jewells. Offer advertising in newsletter to sweeten the pot. Suggested to add to the agenda for next meeting.

7.6 AED – Recreation PEI

Recreation PEI provides \$500 towards the purchase. Councilor Sheehan will check out and come back to next meeting with information.

Motion: To apply for the AED program to access the funding program to purchase an AED.

Moved by Councillor K. MacLean (2015-04-27)
Seconded by Councillor Ellsworth - CARRIED- (8-0)

7.7 Mosquitos Control Program

Councillor K. MacLean asked if our community has ever considered a program. Chair Ellis noted it was done on a volunteer basis a number of years. Money was collected and it was done for two years. The Park wasn't in favour of it so people started questioned it and it stopped. Put on the agenda for the next meeting.

8.0 NEXT MEETING: Wednesday, May 13th, 2015.

9.0 ADJOURNMENT: There being no further business, the meeting adjourned at 9:18 pm.

Moved by Councillor Ellsworth (2015-04-28)
Seconded by Councillor Walsh - CARRIED- (8-0)

 Signed Gordon Ellis, Chairperson

 Dated

 Signed Tracey Allen Community Administrator

 Dated