

APPROVED MINUTES
Regular Council Meeting – Rural Municipality of North Shore
Wednesday, January 10th, 2018

PRESENT:

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

REGRETS:

Councillor Shawn Reardon

1. **CALL TO ORDER:** 7:15 pm by Chairperson Ellis

2. **APPROVAL OF THE AGENDA:**

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

Moved by Councillor Gay, seconded by Councillor Walsh

11-0

MOTION CARRIED 2018-01-01

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 specific names of residents with planning infractions be left out of the minutes.

Moved by Councillor Egan, seconded by Councillor Gay

11-0

MOTION CARRIED 2018-01-02

It was duly moved and seconded that the minutes of the December 14th 2017, meeting be approved as edited.

Moved by Councillor Vriends, seconded by Councillor Ellsworth

11-0

MOTION CARRIED 2018-01-03

4. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS:

None

5. REPORTS

5.1 Finance and Infrastructure:

Councillor Watts reviewed the Balance Sheet as of December 31, 2017, there will be year end adjustments made before the Audit takes place in late January. (see Appendix A)

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

Moved by Councillor Watts, seconded by Councillor Cook

11-0

MOTION CARRIED 2018-01-04

5.2 Administrator’s Report:

Administrator Jonathan MacLean presented the following report

- Ongoing committee meetings have been attended and recorded
- Development Permits 2 in December
- Update website, social media and send e-newsletter
- Heating and Cooling project review with MCA Completed 1 item still outstanding Thermostat
- Events and Rec – Zane Nicholson – Rink, Children’s Programming, First Aid Course
- AED Received

- Municipal Capital Expenditure Grant - 10% rebate on all Capital Expenses -retroactive
- Rink Set up - Electrician scheduled for Thursday Afternoon
- New Funding 1.1 cents per hundred of Assessment for Communities with Planning April 2018
- Bylaw Tax Rate Groups -Upcoming - Reserve Fund and Grant Bylaw
- All Committee Meeting need to be posted 24 hours before and are open to the public
- Public Meeting on Budget - two weeks before Adoption
- Budget Prep upcoming with Audit scheduled for the end of January
- Amalgamation - North Shore, Grand Tracadie and Pleasant Grove

5.3 EMO Committee - Council Rea

Council Rea reported that the North Shore Joint EMO had a presentation from Tanya Mullally Director of Provincial EMO and Rick Singer Public Safety Officer. There was a good turnout at the meeting Tanya's presentation focused not only on her work as the director of the provincial EMO but here practical experience being involved with the fires in Slave Lake and Fort McMurray as well as last year's ice storm in New Brunswick

One item to highlight are the levels of responsibility in an emergency situation 1. Individuals 2. Municipalities 3. Province 4. Federal Government. It is important for the NSJEMO to communicate individual responsibility. Another important item to keep in mind if NSJEMO opens an emergency center is that we do not want donations such as food or clothing as it becomes a logical issue that requires a great deal of manpower the only donations we would look for is cash or gift cards.

NSJEMO will be working on having a social media presence in order to get the word out.

NSJEMO also has to consider where people's pets can go in an emergency, there is a group started on PEI called DART Disaster Animal Response TEAM

5.4 Environmental Sustainability – Councillor Egan

Councilor Egan presented the report highlighting the Committee's recent presentation from the provincial Hydrologist
(For complete report see Appendix B)

5.5 Planning Board:

Planning Board Chair Councillor Ellsworth reported that there were 57 permits application in 2018 with an assessed value of approximately 5.5 million dollars. There were 2 permits issued in December and 3 permit applications from 2017 were denied and 2 are still pending.

The Planning Board will be meeting next week to discuss a By-Law Enforcement Officer

Year to date

Houses - 15 permits issued
Cottages - 11 permits issued
Garages - 6 permits issued
Accessory Building - 6 permits issued
Silo - 1 permit issued
Pool - 1 permit issued
Addition - 5 permits issued
Garden Suite - 1 permit issued
Demolition - 1 permit issued
Fence - 1 permit issued

5.6 Recreation and Community Engagement: Councillor Walsh

Councillor Walsh reported that there is a First Aid/CPR course scheduled for the weekend and there are still a few spots open.

Zane has organized with Eastern Sport and Recreation for some come try events that will be later in the month such as Karate and Snowshoeing, these will be afternoon events that will take place on Saturdays after active start and multi-sport.

Councillor Walsh has met with the core group organizing the Winter Survivors Party at Stanhope Place for Sunday January 28, and asked that the Community pickup the needed supplies and have Stanhope Place ready for the Event.

5.7 Chairperson Report/Executive Committee - Chairperson Ellis

Bylaw # 2018-01 A Bylaw to Establish Tax Rate Groups

(See Appendix D)

It was duly moved and seconded that the first reading of "ByLaw # 2018-01- A Bylaw to establish Tax Rate Groups" accepted.

Moved by Councillor Vriends, seconded by Councillor Watts

11-0
MOTION CARRIED 2018-01-05

6. CORRESPONDENCE

Eastlink Internet Service (See Appendix E)

Councilor MacLean reported that the Committee formed at the December meeting has not yet met. When the Committee meets they will review what services are currently available and look for expertise and knowledge from the Community that can help bring better service to the Community.

7. NEW BUSINESS

7.1 Resident Inquiries to Council Members

A few Councilor's mentioned that residents had asked about lights for the rink, Jonathan has been in contact with an electrician and expects the light to be working in the next few days

7.2 Cosmetic Pesticides

Councilor Watts brought up the recent discussions in Charlottetown regarding Cosmetic Pesticide use and thought that the Federation of Municipalities may have a position on it. There is an article in the Guardian that will be shared with Council.

7.3 Small Harbour Update

Councillor Watts reported that DFO is divesting of some small craft harbours this year but the one by the golf course will not be considered this year. Before divestiture there would have to be an assessment on the condition and the value, the small craft harbour could be offered to the province, the municipality and the Harbour Authority before it is offered to the private sector. Council could make a contribution to the Harbour Authority to have dedicated parking at the Harbour.

7.4 Amalgamation

It was duly moved and seconded that a committee including Mayor Ellis, Deputy Mayor Vriends and CAO Jonathan MacLean with additional Councilors be struck to put together a package of information regarding possible Amalgamation of North Shore, Grand Tracadie and

Pleasant Grove, this package would replace a Municipal Growth Study and formulate a plan for Amalgamation that Council can vote on.

***Moved by Councillor Ellsworth, seconded by Councillor Watts
11-0
MOTION CARRIED 2018-01-06***

It was noted that Jonathan track time spend on this.

8. NEXT MEETING: Regular Council Meeting, Wednesday, February 14th, 2018, 7:00 pm

9. ADJOURNMENT:

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

***Moved by Councillor Watts, seconded by Councillor Cook
11-0
MOTION CARRIED: 2018-01-07***

SIGNED: Gordon Ellis, Chairperson

DATE:

SIGNED: Jonathan MacLean, Administrator

DATE:

**Community of North Shore
Balance Sheet As at 12/31/2017**

ASSET

Current Assets

Bank - Community	23,438.89	
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		123,819.84
GST/HST Recievable	5,949.52	
Total Receivables		5,949.52
Inventory - Bar - NSCC	576.49	
Total Inventory		576.49
Total Current Assets		130,345.85

Capital Assets

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	799,177.88	
Acc Amort - Promenade	-297,560.74	
Equipment	67,660.65	
Acc Amort - Equipment	-53,357.57	
Total Capital Assets		1,055,674.05

TOTAL ASSET 1,186,019.90

LIABILITY

Current Liabilities

Accounts payable - trade	1,210.90	
BMO MasterCard	-1,039.52	
CPP Payable	321.92	
EI Payable	153.52	
Income tax payable	703.56	
Vacation Pay Payable	67.68	
PST Payable	-66.46	
Total Accounts payable & accruals		1,351.60
Deferred Revenue Official Plan		1,022.43
Deferred Revenue - Green Space/Rec		25,083.44
Deferred Revenue - Gas Tax		41,248.00
Total Current Liabilities		68,705.47

TOTAL LIABILITY 68,705.47

EQUITY

Surplus

Operating Fund	1,139,413.39	
Current Earnings	-22,098.96	
Total Operating Fund		1,117,314.43

TOTAL EQUITY 1,117,314.43

LIABILITIES AND EQUITY 1,186,019.90

Council Report

NSCC Environmental Sustainability Committee

January 10, 2018

Water and Wastewater:

- **Meeting with Provincial Hydrologist:** The ESC members (Justin Walsh, Eric Ellsworth, Kent MacLean and Connie Egan), Council Chair Gordie Ellis, Council Vice Chair Peter Vriends and Administrator Jonathan MacLean met with the Provincial Hydrologist Qing Li on January 9th.

Mr. Li provided a presentation of information regarding water supply, the type of data they have and quality in the Community of Covehead. He will make a copy of the presentation available to the Community office. He reiterated that Residents are responsible for having their water tested yearly and are contacted directly and provided with guidance if there are any water quality issues detected which need to be corrected.

Next steps: We will be exploring the topic of wastewater and the potential impact on the quality of our water from a provincial government perspective by inviting Morley Foy, Provincial Wastewater Engineer, to meet with us shortly.

- **Covehead Bay:** The Covehead Bay Special Committee Terms of Reference continues to remain on hold until Federal and Provincial support is clarified.

A meeting was held with DFO PEI Acting Area Director John Coleman on October 25. Kent MacLean, Connie Egan and Gordon Ellis attended on behalf of Council.

At that time, Mr. Coleman provided assurances that DFO is willing to work in an open, respectful, collaborative and transparent manner with no empty promises and reiterated that it is DFO's mandate to do so.

There will be a Bay by Bay Review for PEI as part of the Aquaculture Policy Update. Mr. Coleman agreed that there will be input from the municipality, the public and stakeholders as part of this process. At the time he indicated that Covehead Bay and Brackley Bay are number one on the list and it was anticipated that work would begin on this in December.

Two follow-up meetings were scheduled to meet with John Coleman and Chris Mills (DFO lead on Bay by Bay Review) to review elements and collaborative approach. Each meeting (November and December) had to be cancelled by DFO. We are seeking an alternate date for hopefully early next week.

Community Development Program

Subsequent to approval at the last Council meeting, a funding request for “Covehead Bay Sustainability Plan for Community Growth” was submitted on December 15, 2017, for Community Development Program funding through the provincial Department of Rural Development. No word received back on this yet.

Respectfully submitted by Connie Egan, ESC Chair

**Recreation and Community Engagement Committee
Report to North Shore Community Council
January 10, 2018**

Committee Members: Councillor Sheehan, Councillor Walsh, Councillor Gay, Councillor Reardon

1. Community Public Rink

- The Community rink got an unexpected early start in December 2017 thanks to hard work from Jonathan MacLean, Zane Nicholson, Greg Mermuys, and the North Shore Fire Department. This hard work and dedication is greatly appreciated and should be acknowledged by Council.
- Since freeze-up the rink has been maintained by a large group of volunteers and rink users.
- Every day the weather has cooperated the rink has been used, and seems to be not only greatly utilized by our community, but also greatly appreciated.
- Due to poor weather conditions the ice was in rough shape at the start of the outdoor skating season but thanks to long cold hours put in by volunteers, we are pleased to say the ice conditions have greatly improved.
- The only major complaint from the community has been the lack of lighting, but this situation is being addressed by a local electrician and should be resolved quickly.
- Hopefully weather conditions cooperate for the rest of the season and the rink remains well utilized

2. Upcoming Events

a. Winter Survivor Party

- A Meeting was held on December 31, 2017 to discuss the planning of the 5th Annual Winter Survivor Party held at Stanhope Place.
- Present was: Malcom Campbell, Sandra Campbell, Howard Ellis, Gordon Ellis, and Justin Walsh
- It was decided the event would be held on January 28, 2018 with a possible storm date of February 4, 2018 at Stanhope Place from 2:00-4:00pm.
- People are asked to take potluck finger foods
- Gordon Boothroyd has committed to playing piano for entertainment

Action Items

- The party committee has requested council do online marketing for the event (Facebook update, web site update, create an advertising poster, and an E-newsletter advertisement)
- Sandra will talk to the Stanhope Historical Society, and advertise in the church bulletins.
- The committee needs these supplies to host the event: plates, cups, napkins, spoons, coffee, tea (urns for both), sugar, sweetener, milk, cream, juice, water, and munchies. We've been told most of these supplies may already be available at the community center, and that Zane has set up an account for purchasing these types of supplies.
- The committee requested pictures be rehung and the building be cleaned before the event.

- The event committee will meet again on January 20th to ensure all tasks will be completed

b. Islander Day

- It was decided last year that NSCC would no longer compete with the already existing programming for Islander Day established by the Province and the city of Charlottetown.
- This being said our committee is open to ideas if councillors or residents would like to see a specific event or programming offered and they are encouraged to contact council.

3. Stanhope Place Updates

- Painting has been completed in the North and South rooms of Stanhope Place and a new back door will be installed in January

4. Other Business

- No other business has been discussed.

Respectfully submitted by: Justin Walsh

Rural Municipality of North Shore, PEI
A Bylaw to Establish Tax Rate Groups
Bylaw # 2018-01

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

1. Title

2. This bylaw shall be known and cited as the “Tax Rate Groups Bylaw.”

3. Authority

4. Subsection 8(1) of the *Real Property Tax Act*, RSPEI 1988 c R-5, provides the authority for Council to establish tax rates.

5. Subsection 160(1) of *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., enables Council to set and approve a rate or rates, by resolution, for all real property within the jurisdiction and boundaries of the municipality.

6. Subsection 160(2) enables Council to establish, by bylaw, separate tax rate groups in the municipality for purposes of raising revenue sufficient to defray projected municipal expenditures.

7. Application

7.1 This bylaw applies to all real property within the boundaries of a municipality that is liable each calendar year to taxation by the municipality.

8. Definitions

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

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

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

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

13. “Tax rate group” means, in accordance with section 159 of the Act, commercial or non-commercial real property in a municipality that has similar specified attributes, including but not limited to (a) access to municipal services not available in other areas of the municipality; (b) access to a higher level of municipal services than that available in other areas of the municipality; (c) geographic location in the municipality; (d) property use; or (e) property ownership.

14. General

15. Council, through this bylaw, establishes tax rate groups within the municipality and may apply different tax rates to each group to reflect the differences in services provided.

16. The rate or rates of tax that may be approved by Council shall consist only of one commercial rate and one non-commercial rate for each tax group.

17. Council will set tax rates within the municipality by resolution.

18. Council may set a different tax rate where it has created a tax rate group based on property use or type in accordance with subsection 160(2) of the Act.

19. Tax Groups

The Rural Municipality of North Shore establishes, under this bylaw, the following tax rate groups:

19.1. commercial

19.2. non-commercial

20. Establishing Group Rates

21. The tax rates for each group shall be established by resolution of Council on an annual basis prior to March 31st.

22. Notification

23. Council shall notify the Provincial Tax Commissioner in writing regarding rate or rates of taxation to be set for the period of January to December prior to March 31 of the year to which rates apply.

24. Where the municipality is restructured, Council shall notify the Provincial Tax Commissioner of the restructuring on or before September 30 of the preceding calendar year.

25. Where Council has established or changed a tax rate group, Council shall notify the Provincial Tax Commissioner on or before December 31 of the preceding calendar year.

26. Restrictions on Rate Setting

27. Council shall not approve a change to a tax rate to take effect at any time except on January 1 of the year in which the new tax rate applies.

28. Council shall not approve a change to a tax rate to apply for a period of time less than a full calendar year.

29. Enforcement

30. The Minister of Finance collects and is responsible for enforcing the collection of taxes on behalf of the Rural Municipality of North Shore.

31. Effective Date

32. This Tax Rate Group Bylaw, Bylaw# 2018-01, shall be effective on the date of approval and adoption below.

33. First Reading:

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was read a first time at the Council meeting held on the 10th day of January, 2018.

This Tax Rate Group Bylaw, Bylaw# 2018-01, was approved by a majority of Council members present at the Council meeting held on the 10 day of January, 2018.

34. Second Reading:

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was read a second time at the Council meeting held on the _____ day of _____, 2018.

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was approved by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

35. Approval and Adoption by Council:

This Tax Rate Groups Bylaw, Bylaw# 2018-01, was adopted by a majority of Council members present at the Council meeting held on the _____ day of _____, 2018.

36. Signatures

Mayor (signature sealed)

Chief Administrative Officer (signature sealed)



December 22, 2017

Gordon Ellis
Chairperson, North Shore Community Council
Community of North Shore
2120 Covehead Rd, Rte 25
York, PE
C0A 1P0

Dear Mr. Ellis,

Thank you for taking the time to contact Mr. Bragg on behalf of the communities of Covehead Road, West Covehead, and Stanhope with regards to current internet service levels in the community.

In the past, our Engineering department has conducted investigations and unfortunately, based on our assessment, I regret to inform you that it is not economically feasible to complete the system upgrades and extensions required to provide Eastlink High Speed Internet services to these communities.

We do, in very limited and special circumstances, extend or upgrade services beyond our normal parameters when a homeowner makes a financial contribution to share the cost. If you would like to have another comprehensive Engineering and financial review to determine what the community contribution would look like, our team would be happy to work with your Community Council to find funding options. Please contact our Director, Outside Plant, Andy Arsenault.

I would like to personally thank you for taking the time to contact us and provide us with an opportunity to review your request.

Sincerely,

Deborah Shaffner
President and Chief Operating Officer
Eastlink