

APPROVED MINUTES

Regular Council Meeting – Rural Municipality of North Shore

Wednesday, November 13th, 2019

PRESENT:

Mayor Gerard Watts, Deputy Mayor Nancy MacKinnon, Councilors - Krista Shaw, Derek Cook, Bob Doyle, Wanson Hemphill, Peter Vriends and CAO Stephanie Moase
3 Members of the Public

REGRETS:

None

1. CALL TO ORDER: 6:30 pm by Mayor Gerard Watts

2. APPROVAL OF THE AGENDA:

It was duly moved and seconded that the agenda be approved with the addition of 6.5, Resident Concerns

Moved by Councilor Peter Vriends, seconded by Councilor Bob Doyle

6-0

MOTION CARRIED 2019-11-97

2.1 DISCLOSURE OF CONFLICT OF INTEREST:

Part VI, Section 96 of the *Municipalities Act*

(1) A council member is in a conflict of interest if, in relation to a matter under consideration by the council, the member or a person closely connected to the member (a) has any pecuniary interest; (b) is a shareholder, officer, agent or director of a corporation or any other organization that has dealings or contracts with the municipality; or (c) is a party to dealings or a contract with the municipality or is a member of a partnership that has dealings or a contract with the municipality.

DECLARATIONS: There were none.

3. APPROVAL OF MINUTES

It was duly moved and seconded that the minutes of the October 9th, 2019 meeting be approved as presented (Appendix A)

Moved by Councilor Nancy MacKinnon, seconded by Councilor Derek Cook

6-0

MOTION CARRIED 2019-11-98

3.1. BUSINESS ARISING FROM THE MINUTES

Councilor Krista Shaw asked if there was already a planned date for the next Bays Sustainability Committee meeting. Mayor Gerard Watts stated he is trying to have one put together for December.

4. DELEGATIONS, SPECIAL SPEAKERS AND PUBLIC INPUT

Tanya Mullally, Provincial EMO, presented to Council a Municipal Emergency Management Presentation. (Appendix B)

5. REPORTS

5.1. Mayor's Report

Mayor Gerard Watts thanked staff and volunteers for their work on making the Remembrance Day Service a success. Has been working with the CAO on any items that come up during the week. Also noted that maybe a good suggestion for future budget may be to buy iPads or Chromebooks for Council to use less paper for the Council meetings.

5.2. CAO Report

CAO's REPORT October 2019

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- Working with Rec Coordinator on Halloween Party, Trunk or Treat and Remembrance Day
 - Hope Parnham and the Special Committee for Update of the North Shore Official Plan and Bylaw Public Engagement Meetings well attended and lots of Public response to the survey. Next Public Meeting will be mid-January after First draft of the Official Plan.
 - Bylaw Enforcement Officer has been patrolling and has issued one notice of violation and has brought some issues to our attention that we will be investigating. People have been noticing her around and have been calling and commenting. Multiple requesting copies of the Official Plan and Land Use Bylaw.
 - FPEIM Semi-Annual Meeting was very informative. Learned many tips on how to avoid fraud and scamming. Would highly suggest Councilors attend when possible, you glean a lot of information.
 - Committee Revitalization Application has been accepted and they will be providing \$88,230 in funding for Capital Projects
 - Continuing to gather information to close off past claims, and to get the Gas Tax CIP's approved.
 - Working towards cleaning up current Bylaws and ensuring all have been submitted to Municipal Affairs and loaded on website.
 - Continuing to work with the Province on Financials for Grand Tracadie and Pleasant Grove.
 - Working with Committees to get up to speed and clear up any old issues
 - Writing Policies to ensure things are done properly and consistently within the Municipality
 - Beginning to gather files to prepare PSB and MCEG Claims
 - Center continues to have many rentals and Activities, Rec Coordinator working towards getting more

5.3. Finance and Administration Committee

Minutes from the Oct 7, 2019 meeting (Appendix C)

Councilor Krista Shaw mentioned the issue of the NSCC entrance way light. CAO Stephanie Moase stated that Maritime Electric has a work order in to put up the street light and should be done fairly soon. Mayor Gerard Watts also mentioned that reflectors have been added and will help mark the driveway better.

Councilor Nancy MacKinnon asked what the situation on the signs for Grand Tracadie was. CAO Stephanie Moase stated that another quote has been requested from SignCraft, awaiting on the quote, and hoping to get a quote through the new FPEIM Procurement Program as well. Councilor

Nancy MacKinnon also asked Mayor Gerard Watts if he had gotten ahold of Billy Soper regarding cut-out letters for signage on the Grand Tracadie School. Mayor Watts said he has not been able to do that as of yet.

Councilor Krista Shaw asked about what had come up regarding the Broadband fund. CAO Stephanie Moase answered that she had had a discussion with Joe Rowledge regarding North Shore's ability to access the Broadband Fund due to increased demand and low quality internet access in areas like the Stanhope Peninsula. Mr. Rowledge referred to a map, supplied by the ISP providers that shows the plan for Bell Aliant to provide FiberOp coverage for that whole area. He stated that although there are no specific dates available as of yet, because Bell has stated coverage of this area is their plan, that area is not eligible for the Broadband Fund.

5.4. Water and Environment Committee

Chair Wanson Hemphill referred Council to the Minutes from Nov 4, 2019 (Appendix D). He spoke on the letter received from Parks Canada regarding a possible Well-site on Parks land. A response will be drafted to request another Meeting with Parks Canada to discuss expectations. The Committee plans to provide more educational information regarding Water and Septic for Residents to be added to the Website in an attempt to continue to ensure Residents are well informed. The Committee is also very concerned about 'orphan' septic systems, systems that the home/cottage owners don't even know where they are so have never had them pumped or maintained. The Committee is recommending to Council that within the Landuse Bylaw there is a requirement for mandatory Septic Maintenance, with proof, within a period not exceeding 5 years.

There has been some concern regarding the amount of tree clearing in the area, the Committee is working with the Watershed group to find areas for re-forestation.

It was duly moved and seconded that the Council and the Special Committee for the Official Plan review the feasibility of adding into the Land Use Bylaw a mandatory requirement for all home owners to provide proof of Septic Maintenance a minimum of every 5 years.

Moved by Councilor Wanson Hemphill , seconded by Councilor Bob Doyle

6-0

MOTION CARRIED 2019-11-99

5.5. EMO Committee

Chair, Councilor Derek Cook referred Council to the minutes from the meeting on Wednesday Nov 6, 2019. (Appendix E) He said the Committee is awaiting a quote for installing a larger fuel tank for the generator. There are 5 new people aboard the Committee now and are all working towards the completion of the Emergency Management Plan. Councilor Nancy MacKinnon suggested creating Grand Tracadie School as a warming station as well and wondering if there was funding for this. The Committee has discussed this but is focusing on having the North Shore Warming Center up and running first before trying to get other satellite centers prepared.

5.6. Development Permit Report

Chair, Councilor Krista Shaw referred Council to the Development Permit Report (Appendix F)

Council discussed issues that have been arising with permits on undersized lots and whether we have a requirement for a surveyed site plan to ensure that builders are complying with proper setbacks, etc. Also if there can be a requirement added to the Official Plan for a maximum lot coverage

percentage. A meeting with Derek French, Development Officer, will be held to help answer questions. Councilor Nancy MacKinnon asked if we could possibly put a hold on permits until we get more information.

5.7. Recreation and Engagement Committee

Chair, Councilor Bob Doyle referred Council to the Committee Report Nov 5, 2019 (Appendix G). Thanked Staff for their hard work on the Remembrance Day Event. There was pretty good attendance at both the Halloween Party held in Grand Tracadie as well as the Trunk or Treat held inside at the North Shore Community Center due to weather. Active start has begun ok but the Multi Sport (ages 5-11) they have not had anyone, and are discussing changing the time from Saturday morning to perhaps a weekday evening for the New Year.

Still searching for instructors for Community School. CAO Stephanie Moase expressed that more Community involvement is requested to help make this a reality.

Grand Tracadie Ballfield is only regulation size for the U10. Suggest putting a hold on the Rink renovations until an agreement has been made on if the Ballfield will need to take the space of the Rink, if the Rink can be moved or if the Ballfield at North Shore can be renovated to be used for the older groups instead. Is there any other property that we can use or purchase to move the Rink or the Ballfield. There were over 110 kids enrolled in softball this year.

A new liner needs to be purchased for the small rink.

It was duly moved and seconded that the Council engage a Spatial designer to give options on the issue of Ballfield and Rink designs and options and put a pause on further development in that area until we can be sure of the best course of action.

Moved by Councilor Bob Doyle, seconded by Councilor Derek Cook

6-0 Councilor

MOTION CARRIED 2019-11-100

5.8. Monthly Financial Report for October 2019

Mayor Gerard Watts referred Council to the October Financial Report. (Appendix H) He reported that Sarah Pollard, our bookkeeper, has added a column to show the financials broken down for the month, in addition to the YTD. Looking at projections for the end of March.

It was duly moved and seconded that the reports be accepted as presented.

Moved by Councilor Peter Vriends , seconded by Councilor Nancy MacKinnon

6-0

MOTION CARRIED 2019-11-101

6. NEW BUSINESS

6.1. Adoption of Bylaws

CAO Stephanie Moase reported that there are a few Bylaws that when read in Council had not gone through the proper resolutions for adoption. After speaking with Municipal Affairs, it was suggested to

refer to a lawyer to have resolutions to be drawn up after the fact. Below is the Council Resolution to adopt

WHEREAS at its January 10, 2018 Council Meeting, the Council of the Rural Municipality of North Shore approved first reading for Bylaw #2018-1, the Tax Rate Groups Bylaw;

AND WHEREAS at its February 14, 2018 Council Meeting, the Council of the Rural Municipality of North Shore approved first reading for Bylaw #2018-02, A Bylaw to Establish Municipal Grants, and Bylaw #2018-03, A Bylaw to Regulate Reserve Funds;

AND WHEREAS at its February 14, 2018 Council Meeting, the Council of the Rural Municipality of North Shore approved second reading for Bylaw #2018-1, the Tax Rate Groups Bylaw;

AND WHEREAS at its March 14, 2018 Council Meeting, the Council of the Rural Municipality of North Shore approved second reading for Bylaw #2018-02, A Bylaw to Establish Municipal Grants, and Bylaw #2018-03, A Bylaw to Regulate Reserve Funds;

AND WHEREAS the Council of the Rural Municipality of North Shore inadvertently failed to pass a resolution to formally adopt Bylaw #2018-1, the Tax Rate Groups Bylaw, Bylaw #2018-02, A Bylaw to Establish Municipal Grants, and Bylaw #2018-03, A Bylaw to Regulate Reserve Funds;

NOW THEREFORE BE IT RESOLVED that the Council of the Rural Municipality of North Shore formally adopt Bylaw #2018-1, the Tax Rate Groups Bylaw, Bylaw #2018-02, A Bylaw to Establish Municipal Grants and Bylaw #2018-03, A Bylaw to Regulate Reserve Funds.

Moved by Councilor Krista Shaw, seconded by Councilor Bob Doyle

6-0

MOTION CARRIED 2019-11-102

6.2. Council Remuneration Update

Council discussed the payment of the Council Remuneration as the Bylaws changed and the end of year changed causing the dates of payouts not to be inline with the Year end. Suggested that a new Bylaw be established in the New Year to repeal all old Bylaws and to change the payout to every three months.

Agreement was made to do the payout for Jan-Mar under the old Bylaw and Budget, Apr-Jun under the old Bylaw and New Budget and for July – Dec under the new Bylaw and new Budget.

6.3. Capitalization Policy

CAO Stephanie Moase referred Council to the Capitalization Policy (Appendix I) to determine the threshold for Tangible Capital Assets to be able to submit the Municipal Capital Expenditure Grant. This was filled out by Tara Wheeler from ABCE our Auditor using normal Accounting practices.

It was duly moved and seconded that the Capitalization Policy be accepted as presented.

Moved by Councilor Peter Vriends, seconded by Councilor Bob Doyle

6-0

MOTION CARRIED 2019-11-103

6.4. Access to Information Policy

CAO Stephanie Moase presented the Access to Information Policy (Appendix J) that was created to provide guidance to staff on what items are Public Access in the interim while the Provincial Regulations are being finalized and a Bylaw is created.

It was duly moved and seconded that the Access to Information Policy be accepted with the addition of h) Humans Resources Files and Contracts.

Moved by Councilor Krista Shaw, seconded by Councilor Nancy MacKinnon

6-0

MOTION CARRIED 2019-11-104

6.5. Resident Concerns

Councilor Krista Shaw stated that sites that are under construction that have dumpsters are overflowing and then the garbage is blowing out. CAO Stephanie Moase to look into where that can be added to state that materials in dumpsters must be secured, either the permit or an attachment to the permit or right in the bylaw.

Councilor Derek Cook had a request from a resident to have salting done further along Covehead RD. Currently they stop at the Catholic Church and are requesting it continue up to Stanhope Corner. CAO Stephanie Moase will look into this request.

7. CORRESPONDENCE

7.1. Letter from MacMillan Point Housing Association

Council was requested to respond to this Letter, (Appendix K) our response is that our Bylaws do not currently restrict home rentals, nor do they have restrictions on rental durations (short or long term). Municipality also does not enforce Individual Homeowner Association Covenants.

7.2. Letter from Department of Fisheries and Communities

Information only, letter from the Minister regarding Municipalities engaging their Residents on the Future Plans of the Community (Appendix L)

8. CLOSE MEETING as per MGA Section 119-(1) (d) Human Resource Matter

9. NEXT MEETING:

Regular Council Meeting, Wednesday, Dec 11th, 2019 at 7:00 pm – Grand Tracadie School Center

10. ADJOURNMENT:

There being no further business, the meeting adjourned at 9:15pm.

Moved by Councilor Peter Vriends, seconded by Councilor Krista Shaw

6-0

MOTION CARRIED: 2019-11-105

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: Stephanie Moase, CAO

DATE: