

AGENDA

Regular Council Meeting – Rural Municipality of North Shore **6:30 pm Wednesday, Oct 13th, 2021 at Grand Tracadie School Centre**

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

- 2.1. Disclosure of Pecuniary (Financial) or other Conflicts of Interest

3. APPROVAL OF THE MINUTES FROM

REGULAR MEETING 6:30PM SEPT 8, 2021

- 3.1. Business arising from the minutes
- 3.2. Septic Maintenance Bylaw Review

4. DELEGATIONS SPECIAL SPEAKERS AND PUBLIC INPUT

- 4.1. None

5. REPORTS

- 5.1. EMO Committee Report
- 5.2. Water and Environment Committee Report
- 5.3. Recreation and Engagement Committee Report
- 5.4. Covehead and Tracadie Bay Enhancement Committee Report
- 5.5. Stanhope Peninsula Potable Water Research Committee Report
- 5.6. CAO Report
- 5.7. Finance and Administration Report
- 5.8. Planning Board and Development Permit Report

6. NEW BUSINESS (REQUESTS FOR DECISION)

- 6.1. RFD-021- 039 Request for Community Grant North Shore Girl Guides
- 6.2. RFD-021- 040 Approval of RFP for Consultant for Water Study Update and Utility Research
- 6.3. RFD-021- 041 Resolution for MSC for water consultant
- 6.4. RFD-021- 042 2021 Landuse Bylaw Draft Second Reading
- 6.5. RFD-021- 043 Request for Capital Funding for Fire Panel

7. CORRESPONDENCE

8. APPOINTMENTS TO COMMITTEES

9. NEXT MEETING Nov 10, 2021 6:30pm North Shore Community Centre

10. ADJOURNMENT

APPROVED MINUTES
Regular Council Meeting – Rural Municipality of North Shore
Wednesday, October 13, 2021 @ 6:30 pm
@ Grand Tracadie School Centre

PRESENT:

Mayor Gerard Watts, Deputy Mayor Nancy MacKinnon, Councilors - Krista Shaw, Peter Vriends, Derek Cook, Wanson Hemphill, Bob Doyle and CAO Stephanie Moase.

3 members of the public

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 as presented

Moved by Councilor Peter Vriends, seconded by Councilor Krista Shaw

6-0

MOTION CARRIED

2021-10-097

2.1. Disclosure of Pecuniary (Financial) or Other Conflicts of Interest

Division 4, Section 96 of the Municipal Government Act

None declared

3. APPROVAL OF MINUTES:

It was duly moved and seconded that the minutes of the Regular Council Meeting of Sept 8, 2021 @ 6:30 pm be approved as presented.

Moved by Councilor Nancy Mackinnon, seconded by Councilor Bob Doyle

6-0

MOTION CARRIED

2021-10-098

3.1. Business arising from the minutes

Mayor Watts mentioned that with speaking with Bloyce Thompson the budget for widening of the Eastern Rd is actually under Transportation.

3.2. Septic Maintenance Bylaw Review

Discussion on whether Council would like the Bylaw to move forward to be reviewed by our lawyer. The intention would be to ensure over the next 5 years that education gets to the Public so that everyone knows that they would be required to show proof of maintenance within those 5 years.

It was duly moved and seconded that the Draft Septic Maintenance Bylaw to move forward to be reviewed by our lawyer

**Moved by Councilor Wanson Hemphill, seconded by Councilor Nancy MacKinnon
4-3 (Tie Broken by Mayor Vote)**

**MOTION CARRIED
2021-10-099**

4. DELEGATIONS SPECIAL SPEAKERS AND PUBLIC INPUT:

Nil

5. REPORTS:

5.1. EMO Committee Report

Mayor referred Council to the report circulated. EMO Plan has been submitted to Danny Kelly from Provincial EMO who was in attendance at the last meeting. A Councilor asked if York is still in the EMO with North Shore. The details are still being decided by each Council individually if they want to be part of the shared EMO and what services, if any, they want to agree to sharing.

5.2. Water and Environment Committee Report

Mayor referred Council to the report circulated. Councilor Hemphill presented the results of the survey done by the summer student. It will be posted on website. There was discussion regarding a news article on free water testing provided by the Province.

It was duly moved and seconded that Council approve the CAO to write a letter of support for free water testing to the Minister of Environment with a copy to our MLA

**Moved by Councilor Wanson Hemphill, seconded by Councilor Krista Shaw
6-0**

**MOTION CARRIED
2021-10-100**

5.3. Recreation and Engagement Committee Report

Mayor Watts referred Council to the report circulated. There was a question regarding Remembrance Day. At the time the Rec Coordinator was working with the regulations for 200 at an outdoor event, since then the requirements for a Vax Pass has come in and that would not have been possible to monitor in this type of outdoor event. The decision was made to have a recorded ceremony as was done last year.

5.4. Covehead and Tracadie Bays Enhancement Committee Report

Mayor Watts referred Council to Sarah Stewart-Clark's presentation that was circulated. Councilor requested for further results data. Mayor suggested that be brought up to Sarah at the next meeting of the Committee.

5.5. Stanhope Peninsula Potable Water Research Committee Report

Mayor Watts stated that the Committee has been working on the RFP to engage a consultant. A Councilor brought forward that in the last update to the Public from the Committee, the wording regarding the Stanhope Peninsula's groundwater recharge rate is not consistent with the wording in the

Committee minutes from June 29 2021. Qing Li, the Provincial hydrogeologist states the water recharge rate for the Peninsula is “not really high” whereas the update states the recharge rate is “relatively low”, Councilor feels these two things do not mean the same thing and may be misleading. The CAO will look into this. Councilor Hemphill will also send to the CAO an email from 2013 regarding the volume of water available for deep water wells on the Peninsula.

5.6. CAO Report

Mayor referred Council to the report circulated. Discussion on the proposed new parking area for Grand Tracadie. CAO is looking for a survey for the property as well as information on the septic tile field.

5.7. Finance and Administration Report

Chair Peter Vriends stated that the meeting for Oct 7, 2021 did not have a quorum. Members reviewed Second quarter update, it has been provided to Council. Some discussion on revenue from Rentals. Stanhope rentals have been low due to Covid regulations. Cards will be starting back up and one Yoga group has started there again.

5.8. Planning Board and Development Permit Report

Mayor referred Council to the Development report circulated. Vice-Chair Nancy MacKinnon reported a meeting of Planning Board will be coming up on Oct 18, 2021.

A Councilor asked on the Development report why sometimes there is a name in brackets. CAO stated that if a name is in brackets, that is the property owner while the applicant may be different.

It was duly moved and seconded that Council approve all reports
Moved by Councilor Bob Doyle, seconded by Councilor Peter Vriends
6-0
MOTION CARRIED
2021-10-101

6. NEW BUSINESS (REQUESTS FOR DECISION):

6.1. RFD-021-039 Request for Community Grant North Shore Girl Guides

Discussion regarding Girl Guides use of the space, there have been complaints that the space has been left untidy. CAO will ensure that they are aware that they should be keeping the space clean after use.

It was duly moved and seconded that Council approve a Community Grant to the North Shore Girl Guides for the 2021-2022 fiscal year in the amount of \$1160.

Moved by Councilor Krista Shaw, seconded by Councilor Derek Cook
6-0
MOTION CARRIED
2021-10-102

6.2. RFD-021-040 Approval of RFP for Consultant for Water Study Update and Utility Research

Mayor Gerard Watts referred Council to the Draft RFP prepared by the Committee. There was discussion on the dates. The CAO will be updating the dates based on the approval of the funding. A Councilor suggested the timeline be made much longer.

There was further discussion regarding the recharge rate on the Stanhope Peninsula. Mayor Gerard Watts called on Committee member Doug Smith who was in the audience. Mr. Smith spoke to the recharge rate in the Stanhope Peninsula when compared to other places in the Province was “relatively low”, meaning in relation to other places. A Councilor felt this was still misleading so CAO look into and update the comment regarding the recharge rate to be “not really high” as opposed to “relatively low”.

It was duly moved and seconded that Council approve the CAO to distribute the RFP with noted changes regarding the dates and the recharge rate.

Moved by Councilor Peter Vriends, seconded by Councilor Krista Shaw

6-0

MOTION CARRIED

2021-10-103

6.3. RFD-021-041 Resolution for MSC for water consultant

Council discussed the budgets for the project and if there should be a cap, some Councilors felt that the cost and timing should be reviewed, both to be increased.

It was duly moved and seconded that Council approve the CAO to submit a CIP for the MSC funding for a Water Study Update and Utility Research Consultant for \$16,500, 50% of the project

Moved by Councilor Peter Vriends, seconded by Councilor Nancy MacKinnon

6-0

MOTION CARRIED

2021-10-104

6.4. RFD-021-042 2021-02 Landuse Bylaw Draft Second Reading and Adoption

Whereas the Planning Board and the Council for the Rural Municipality of North Shore have undertaken a full review of the existing Rural Municipality of North Shore Land Use Bylaw;

And whereas the review has included the extension of the Land Use Bylaw to the entirety of the area under the jurisdiction of the Council of the Rural Municipality of North Shore;

And whereas a series of public engagement exercises was undertaken as part of the review, including a presentation of the proposed 2021 Official Plan and 2021 Land Use Bylaw to the public at a meeting held on May 25, 2021, at which residents and other interested persons were invited to make representation in accordance with sections 11 and 18 of the Planning Act;

And whereas the proposed 2021 Land Use Bylaw was recommended by Planning Board for Council reading and approval at a meeting held on September 2, 2021;

And whereas the proposed 2021 Official Plan was approved at a public meeting of Council on September 8, 2021;

Be it resolved that the Rural Municipality of North Shore 2021 Land Use Bylaw, Bylaw # 2021-02, be hereby read a second time; and

Be it further resolved that the Rural Municipality of North Shore 2021 Land Use Bylaw, Bylaw # 2021-02, be hereby approved.

Moved by Councilor Nancy MacKinnon, seconded by Councilor Derek Cook

6-0

MOTION CARRIED

2021-10-105

Whereas the Planning Board and the Council for the Rural Municipality of North Shore have undertaken a full review of the existing Rural Municipality of North Shore Land Use Bylaw;

And whereas the review has included the extension of the Land Use Bylaw to the entirety of the area under the jurisdiction of the Council of the Rural Municipality of North Shore;

And whereas a series of public engagement exercises was undertaken as part of the review, including a presentation of the proposed 2021 Official Plan and 2021 Land Use Bylaw to the public at a meeting held on May 25, 2021, at which residents and other interested persons were invited to make representation in accordance with sections 11 and 18 of the *Planning Act*;

And whereas the proposed 2021 Land Use Bylaw was recommended by Planning Board for Council reading and approval at a meeting held on Sept 2, 2021;

And whereas the Rural Municipality of North Shore 2021 Land Use Bylaw, Bylaw # 2021-02, was read and approved a first time on Sept 8, 2021 and a second time on October 13, 2021;

Be it resolved that the Rural Municipality of North Shore 2021 Land Use Bylaw, Bylaw # 2021-02, be adopted and declared passed.

Moved by Councilor Krista Shaw, seconded by Councilor Peter Vriends

6-0

MOTION CARRIED

2021-10-106

The next step will be to compile all relevant documentation for submission to Municipal Affairs for Ministerial approval. It is under the jurisdiction of the Minister of Land and Agriculture.

6.5. RFD-021-043 Request for Capital Funding for Fire Panel

It was duly moved and seconded that Council approve the CAO to use \$6992 in Capital Reserve Funding to cover the Fire Panel installed at Grand Tracadie School Centre instead of through the maintenance portion of the Operational budget.

Moved by Councilor Peter Vriends, seconded by Councilor Wanson Hemphill

6-0

MOTION CARRIED

2021-10-107

7. CORRESPONDENCE:

None

8. APPOINTMENTS TO COMMITTEES:

Nancy MacKinnon was appointed Planning Board Chair by Mayor Gerard Watts

9. **NEXT MEETING: Wednesday, Nov 10, 2021 @ 6:30 pm at North Shore Community Centre**

10. ADJOURNMENT:

There being no further business the meeting was adjourned at 7:35 pm

Moved by Councilor Wanson Hemphill, seconded by Councilor Nancy MacKinnon

6-0

MOTION CARRIED

2021-10-108

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: Stephanie Moase, CAO

DATE:

EMO Report for Oct 2021 Council Meeting

The RMNS emo had a meeting on Sept 21st items discussed were the EMO Management plan ,shared services bylaw,emergency management plan .The committee also were able to present our emo plan to Danny Kelly from provincial emo services. He was going to go over what been done so far and make any additions or changes to which he thought would make the plan more complete .We also discussed what fee rates would be charged to the other communities for services provided by RMNS direction from PEI emo will be provided on that item as well . The next meeting will be on OCTOBER 19th at 6:30.

Derek Cook Chair.

Water and Environment Report for Oct 2021 Council Meeting

Water & Environment Committee Report

The committee met on September 29.

1. The Septic survey by the summer student was reviewed and approved for sharing with Council along with committee findings and recommendations. It was recommended that Council share the survey results on the Municipality website.
2. The Draft Septic Bylaw was discussed, changed slightly, and approved to be resubmitted to Council for consideration. It is intended that all community residents will be notified of the requirement for proof of septic maintenance within a 5 year period and that a database will be maintained at the Municipality office. Homeowners not submitting proof within 5 years will be notified. It is expected that future summer students could work on this file.
3. A report on CBC Compass of all political parties being in favor of free water testing will be researched.

Next Meeting November 17

Wanson hemphill

Survey Key Findings and Recommendations

1. Suggest homeowners ask the septic pumper what type of septic tank they have.
" Recommend precast, fiberglass or plastic.
2. If septic system is older than 30 years, committee recommends replacement.
3. Committee is concerned about homeowners who never had septic tanks pumped.
4. With the new septic bylaw, the pumper will visually inspect the septic system at time of pumping.
5. Committee recommends a septic tank riser for ease of location and maintenance.
6. If a septic filter is installed,, it is important to clean every six months.
7. Committee notes the majority of homeowners are willing to share their water test results with the municipality.
8. Most homeowners had no problems with their drinking water.
9. Homeowners are encouraged to check their well cap seals.
10. Committee recommends that Council share the survey results on the community website.

Septic Tank Survey Report (August 27th, 2021)

As of Friday the 27th of August, 373 homes in the Stanhope Peninsula have been visited regarding the septic tank survey. Of the 373 homes visited, 107 have been surveyed. The remaining 266 were not surveyed as the owners were not found at the home. This number may have been a consequence of Covid-19 restrictions as many of the homes in the Stanhope Peninsula are owned by individuals who reside outside of PEI or Atlantic Canada and were therefore unable to visit their summer cottages this year. If the decision is made to re-do the survey in the coming years, the number of homeowners reached by the survey is likely to increase.

The residents who were surveyed answered a series of questions regarding their septic systems and water quality. At the end of the survey, each homeowner was offered a water conservation pamphlet. The following report will outline the response of the homeowners regarding each separate question.

Note: Several homeowners requested that they not be further questioned or contacted regarding their specific answers to this series of questions, and that their results only be kept public in the general survey report.

Results shown in the following page.

Question 1: What type of septic tank do you have?

Fifty-two (52) homeowners did not know the answer to this question

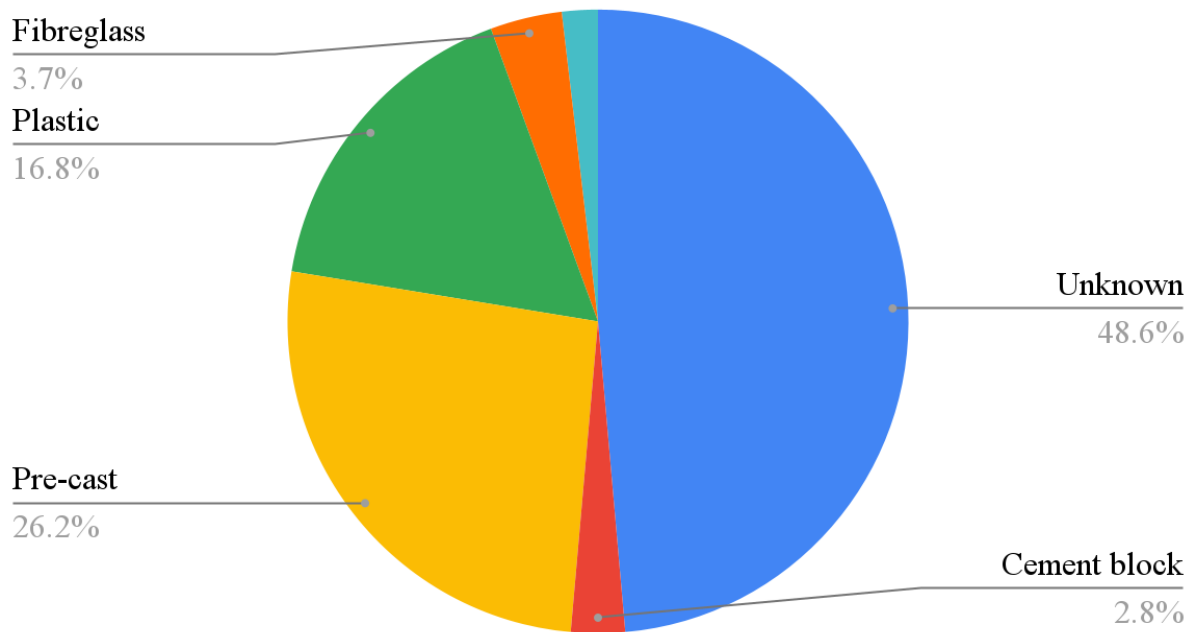
Twenty-eight (28) answered pre-cast

Eighteen (18) answered plastic

Four (4) answered fibreglass

Two (2) answered metal

Three (3) answered cement block



Question 2: How old is it?

Six (6) homeowners did not know the answer to this question

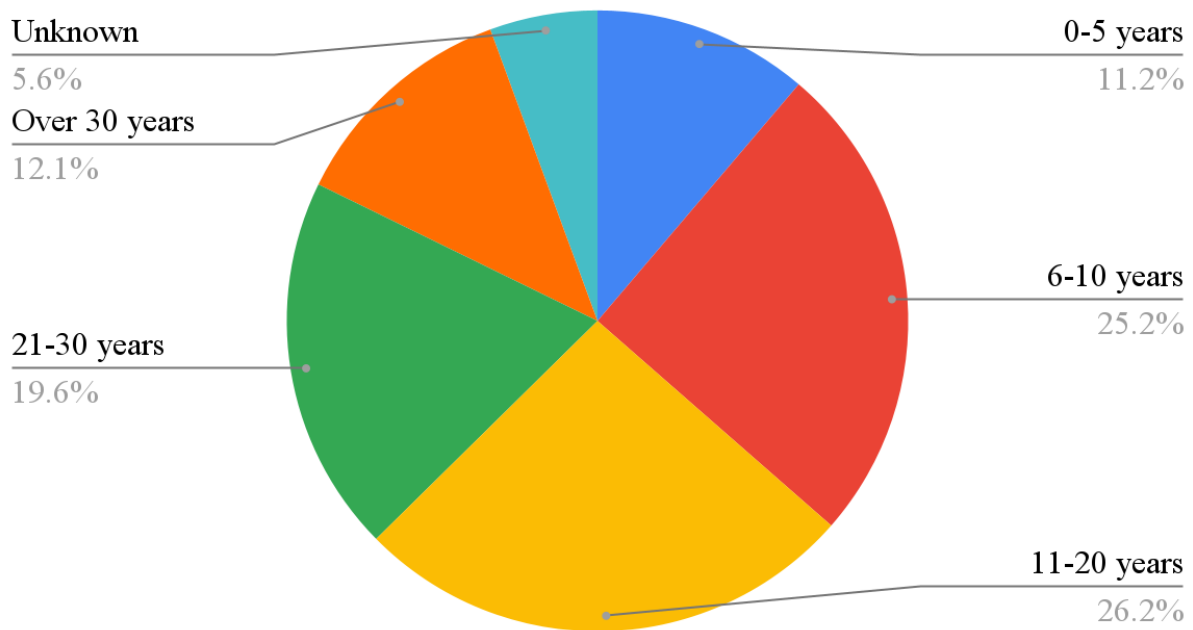
Twelve (12) answered 0-5 years

Twenty-seven (27) answered 6-10 years

Twenty-eight (28) answered 11-20 years

Twenty-one (21) answered 21-30 years

Thirteen (13) answered over 31 years



Note: The majority of the homeowners who did not know the age of their septic tank were not the original owners of the home.

Question 3: How often do you have your septic system pumped? (Rephrased to “how often do you plan on having your septic system pumped?” when the septic was found to be new or the house was recently purchased.)

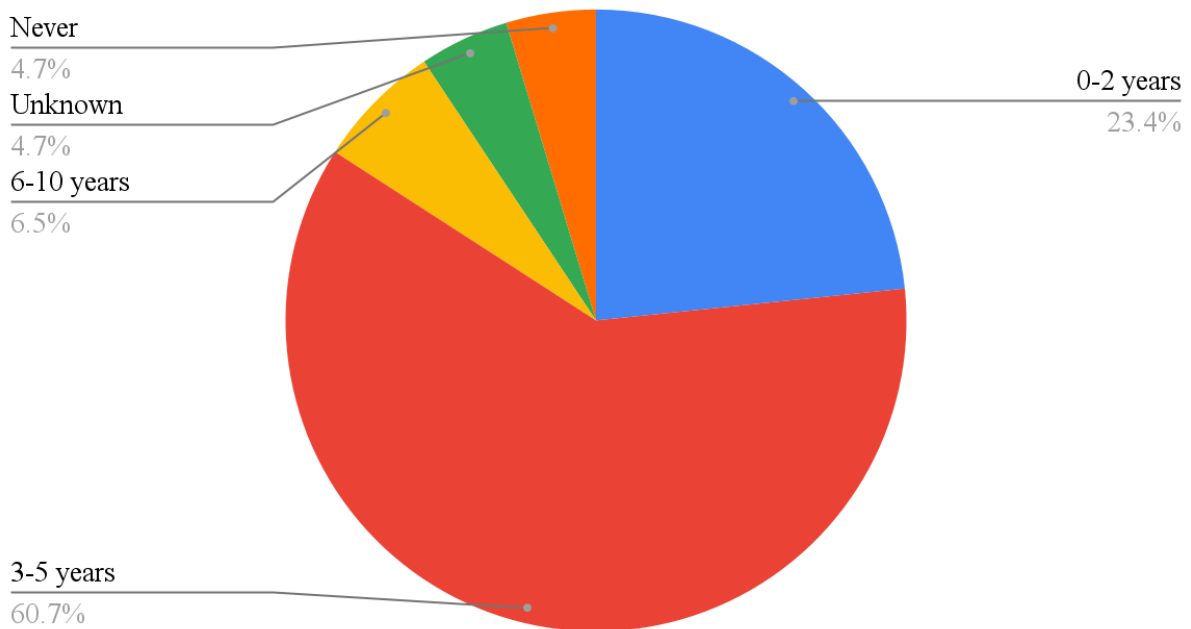
Five (5) homeowners did not know the answer to this question

Twenty-one (21) answered every 0-2 years

Sixty-five (65) answered every 3-5 years

Seven (7) answered every 6-10 years

Five (5) answered never



Question 4: How often do you have your septic system inspected? (Rephrased to “how often do you plan on having your septic system inspected?” when the septic was found to be new or the house was recently purchased.)

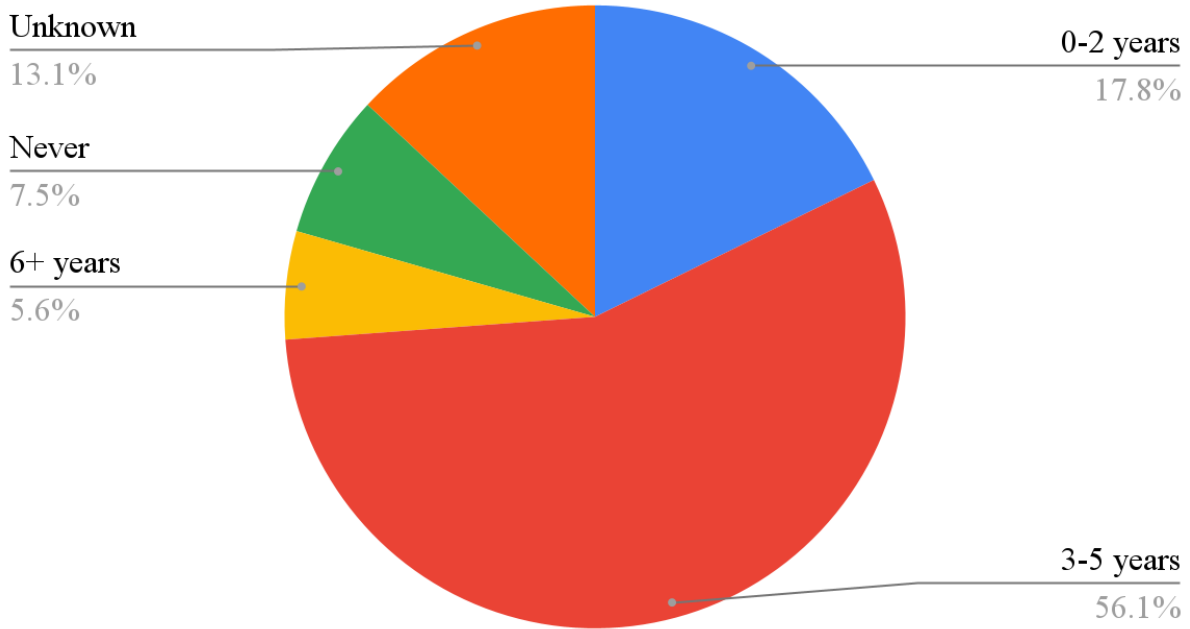
Fourteen (14) homeowners did not know the answer to this question

Nineteen (19) answered every 0-2 years

Sixty (60) answered every 3-5 years

Six (6) answered every 6-10 years

Eight (8) answered never



Note: Many homeowners were unsure whether this question indicated an official inspection or an unofficial inspection that came along with the pumping. Though some of these homeowners promptly responded with the same years they last had their septic tank pumped, others instead decided to respond with unknown.

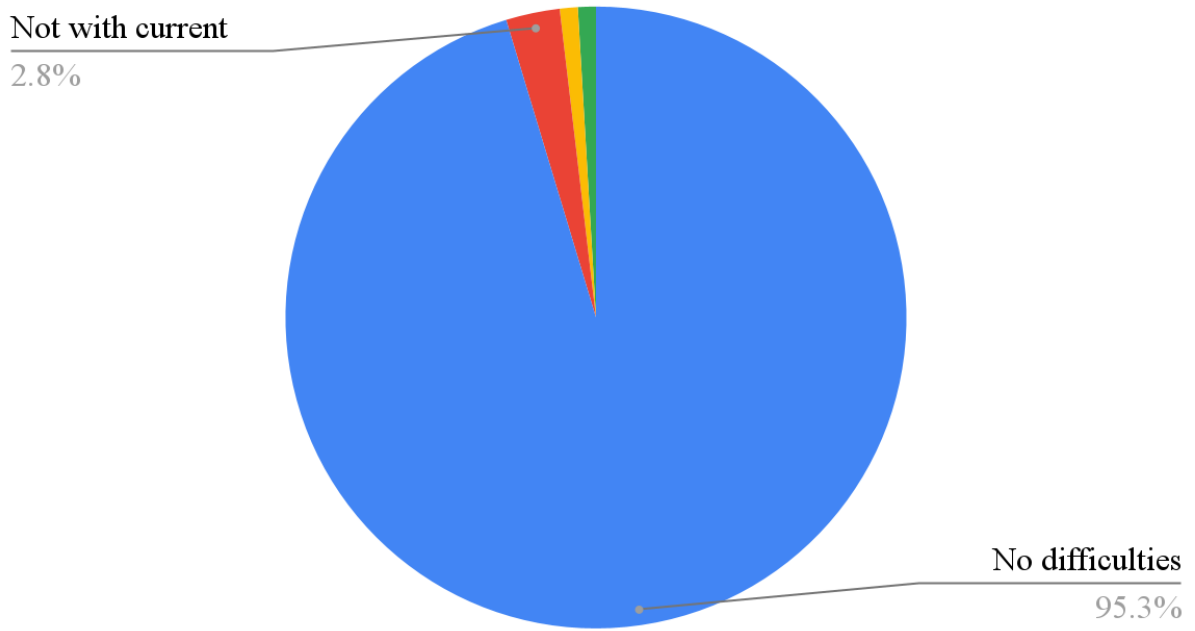
Question 5: Have you experienced any difficulties with your septic system?

One (1) homeowner did not know the answer to this question

One hundred and two (102) have not experienced any difficulties

Three (3) have not experienced any difficulties with their current septic system

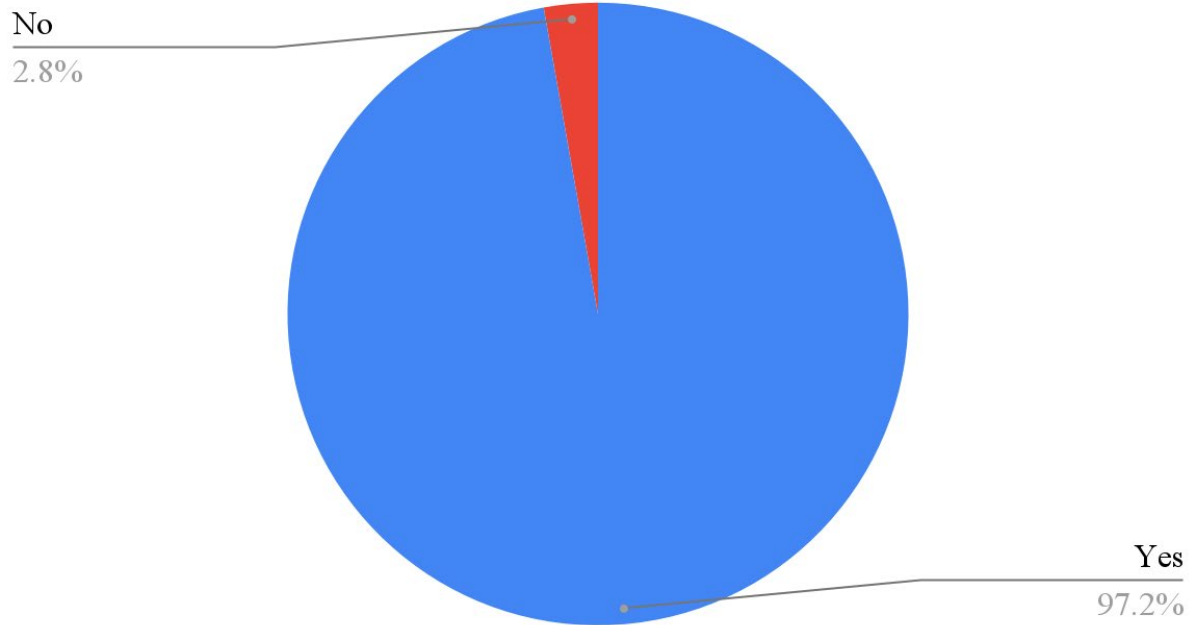
One (1) is currently experiencing difficulties with their septic system



Question 6: Do you know where your tile bed/septic system is located?

One hundred and four (104) homeowners answered yes

Three (3) homeowners answered no



Note: Homeowners who answered no were explained the importance of knowing the location of their septic system.

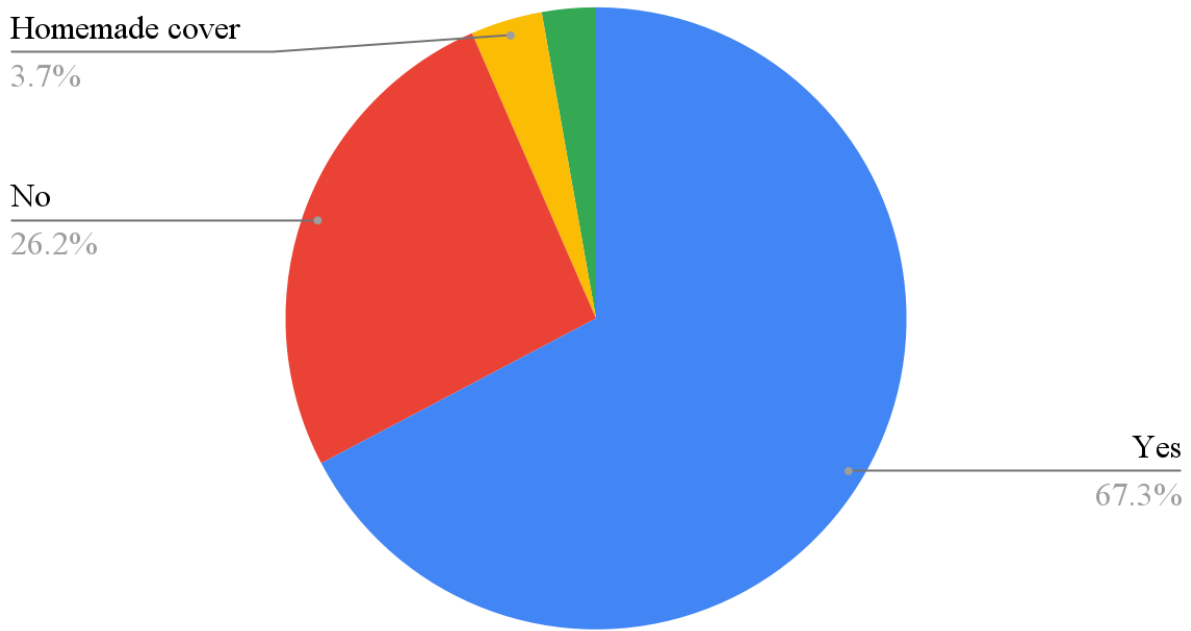
Question 7: Do you have a riser on your septic tank?

Three (3) homeowners did not know the answer to this question

Seventy-two (72) answered yes

Twenty-eight (28) answered no

Four (4) have homemade covers/identifiers



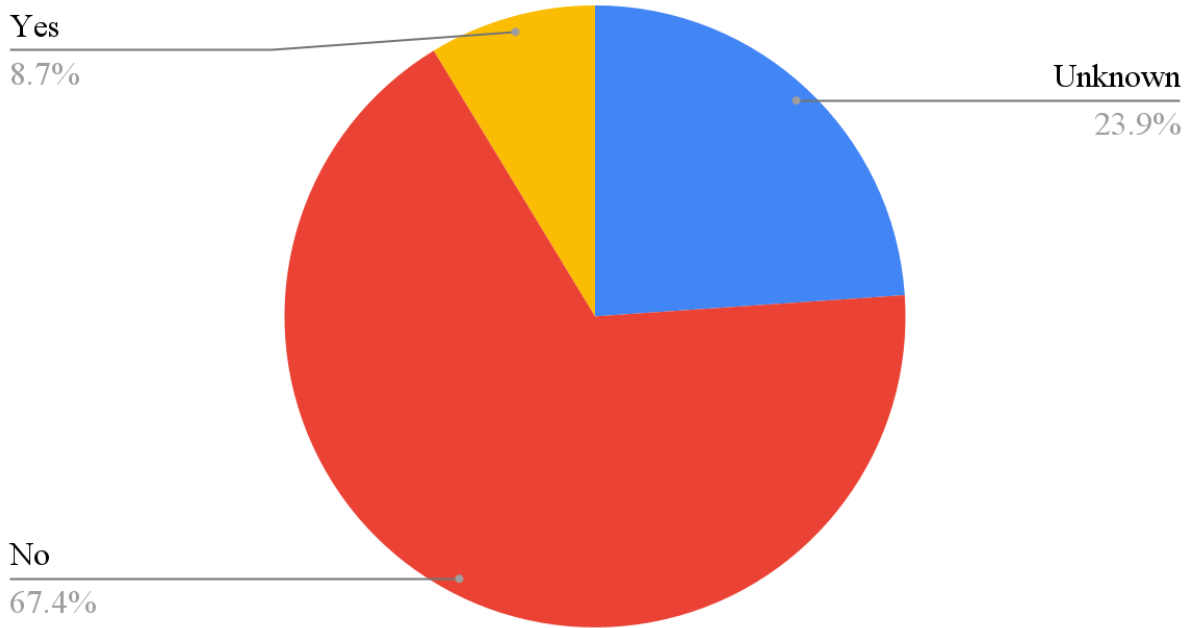
Note: Homeowners who did not have a riser were told some of the benefits that came with getting one installed.

Question 8: Do you have a filter on your septic tank? If yes, how often do you clean it?

Twenty-two (22) homeowners did not know the answer to this question

Seventy-six (76) answered no

Eight (8) answered yes



Note: Though the majority of homeowners responded no to this question, a large portion of them were not aware that there was a possibility that their septic system could have a filter.

Homeowners that were aware their septic system indeed had a filter responded that they clean it around every six months to a year.

Question 9: Do you check water quality every year? If so, would you mind allowing the province to share the results with us?

One (1) homeowner did not know the answer to this question

Fifty-three (53) answered once a year

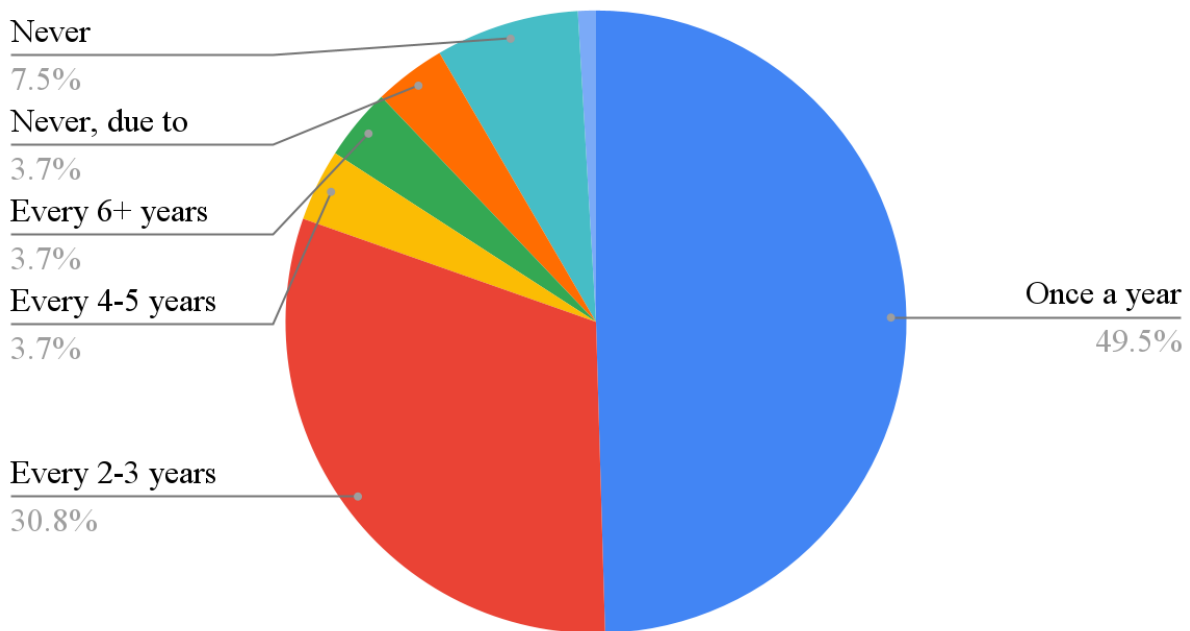
Thirty-three (33) answered every 2-3 years

Four (4) answered every 4-5 years

Four (4) answered every 6+ years

Four (4) answered never, due to their filtering system

Eight (8) answered never



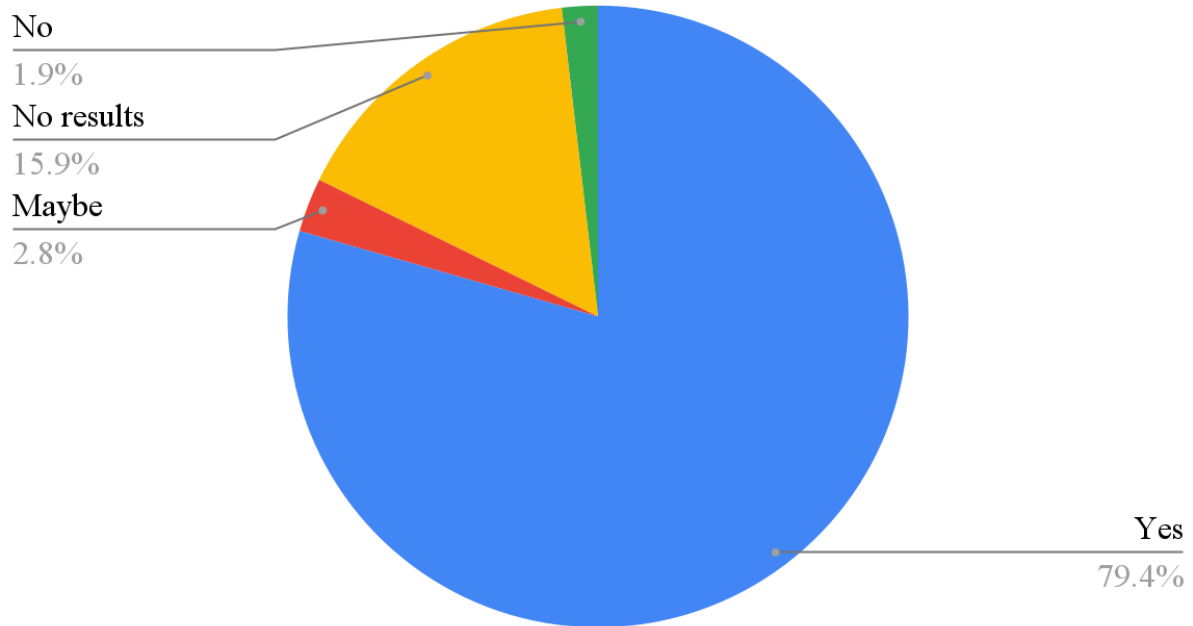
Note: Homeowners who did not check their water quality once a year were encouraged to do so.

Eighty-five (85) homeowners were willing to share these results

Seventeen (17) had no results to share

Three (3) said they might share these results

Two (2) were not willing to share these results



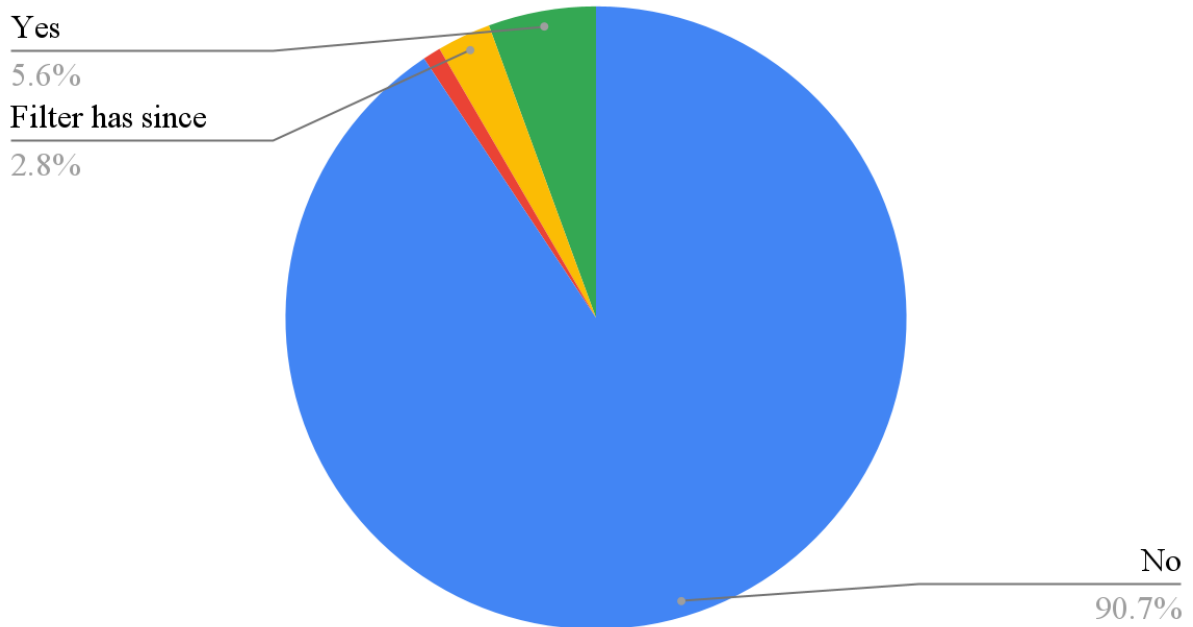
Question 10: Have you experienced any problems with your water quality, and if yes, how was it resolved?

Ninety-seven (97) homeowners have not experienced any problems

Six (6) are currently experiencing problems

Three (3) have not experienced problems since placing a filter

One (1) had their well replaced

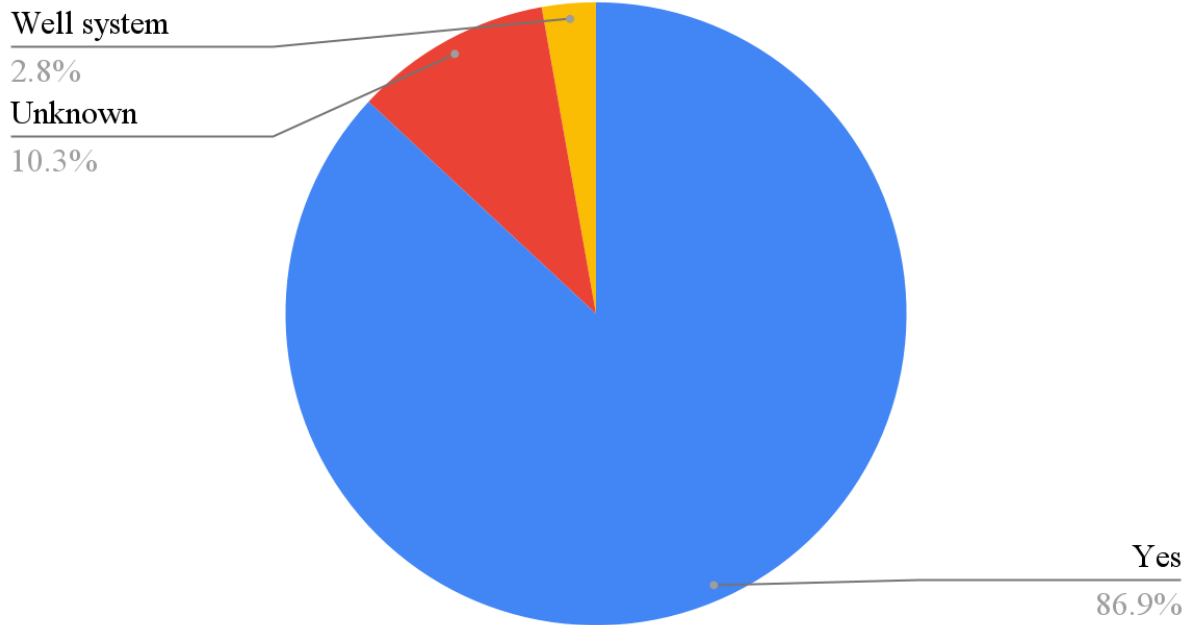


Question 11: Is your well cap tightly fitted?

Eleven (11) homeowners did not know the answer to this question

Ninety-three (93) answered yes

Three (3) are part of a well system



Note: Though the response according to the chart may seem to be an overwhelming yes, many homeowners only assumed their well cap was tight, rather than actually checking it. Responses such as “I assume so,” “I believe so,” or a hesitant yes were all placed in the yes category. These homeowners, along with ones who responded with unsure were encouraged to check that their well cap was actually tight.

Septic Tank Survey Report: Eagles Path (September 2nd, 2021)

As of Thursday the 2nd of September, 38 homes in Eagles Path have been visited regarding the septic tank survey. Of the 38 homes visited, 12 have been surveyed. The remaining 26 were not surveyed as the owners were not found at the home. This number may have been a consequence of Covid-19 restrictions as many of the homes in Eagles Path (similarly to the Stanhope Peninsula) are owned by individuals who reside outside of PEI or Atlantic Canada and were therefore unable to visit their summer cottages this year. If the decision is made to re-do the survey in the coming years, the number of homeowners reached by the survey is likely to increase.

The residents who were surveyed answered a series of questions regarding their septic systems and water quality. At the end of the survey, each homeowner was offered a water conservation pamphlet. The following report will outline the response of the homeowners regarding each separate question.

Results shown in the following page.

Question 1: What type of septic tank do you have?

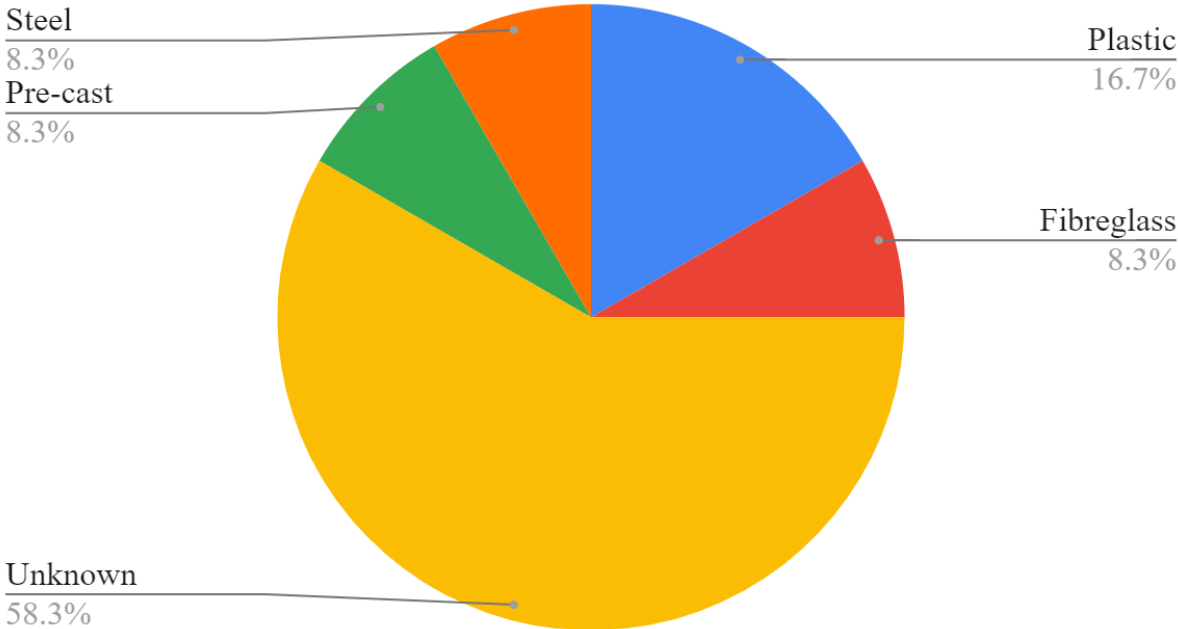
Seven (7) homeowners did not know the answer to this question

One (1) answered pre-cast

Two (2) answered plastic

One (1) answered fibreglass

One (1) answered steel



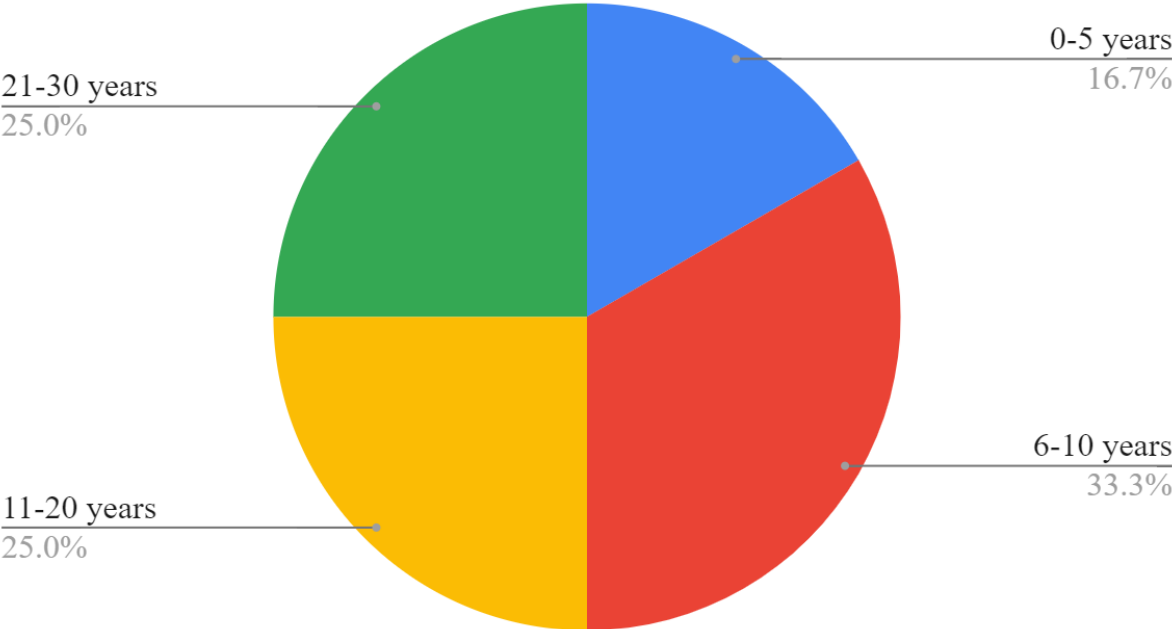
Question 2: How old is it?

Three (3) homeowners answered 0-5 years

Five (5) answered 6-10 years

Three (3) answered 11-20 years

Three (3) answered 21-30 years



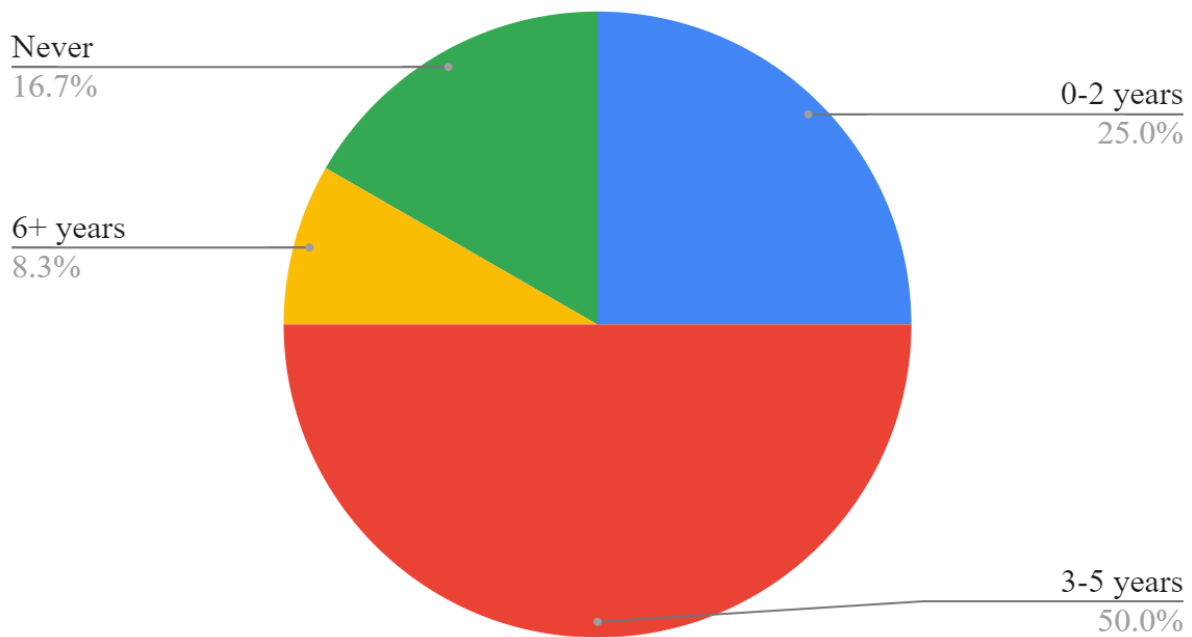
Question 3: How often do you have your septic system pumped? (Rephrased to “how often do you plan on having your septic system pumped?” when the septic was new or the house was recently purchased.)

Three (3) answered every 0-2 years

Six (6) answered every 3-5 years

One (1) answered every 6+ years

Two (2) answered never



Question 4: How often do you have your septic system inspected? (Rephrased to “how often do you plan on having your septic system inspected?” when the septic was new or the house was recently purchased.)

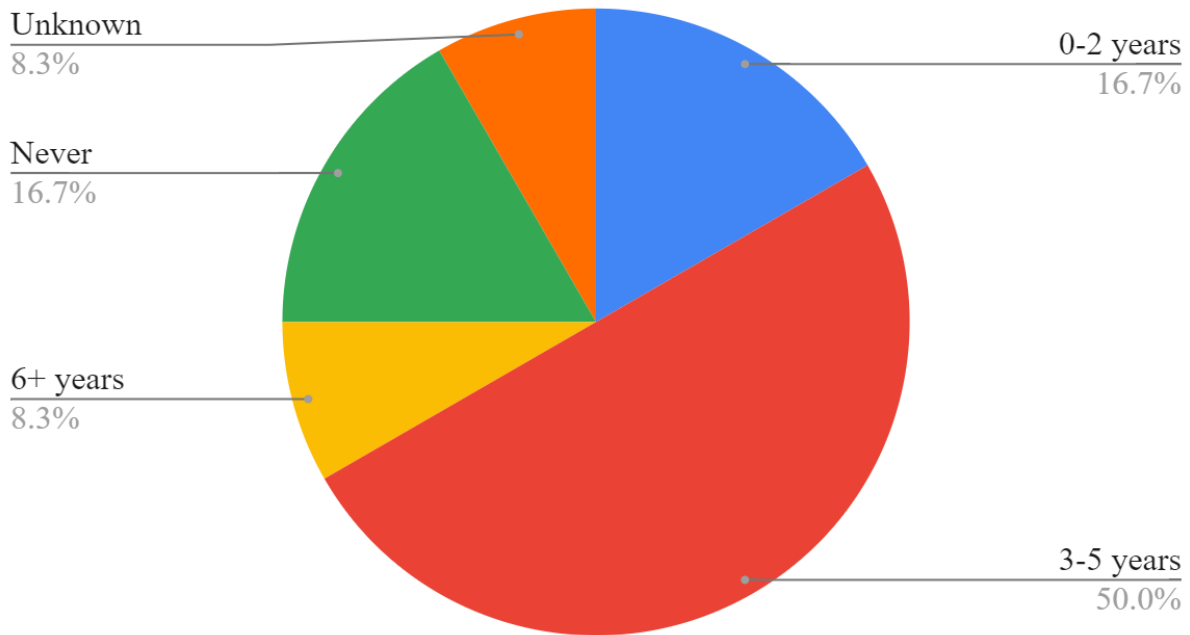
One (1) homeowner did not know the answer to this question

Two (2) answered every 0-2 years

Six (6) answered every 3-5 years

One (1) answered every 6+ years

Two (2) answered never



Note: Many homeowners were unsure whether this question indicated an official inspection or an unofficial inspection that came along with the pumping. Though some of these homeowners promptly responded with the same years they last had their septic tank pumped, one instead decided to respond with unknown.

Question 5: Have you experienced any difficulties with your septic system?

None of the homeowners had previously experienced or were currently experiencing difficulties with their septic system.

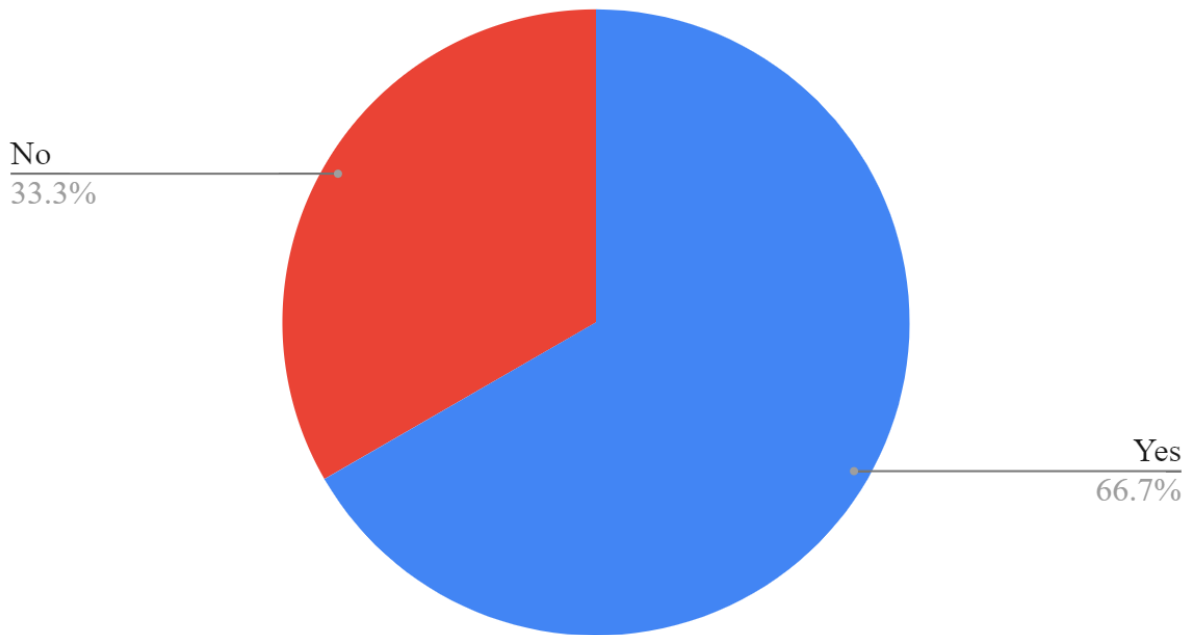
Question 6: Do you know where your tile bed/septic system is located?

All homeowners knew the location of their septic system.

Question 7: Do you have a riser on your septic tank?

Eight (8) answered yes

Four (4) answered no



Note: Homeowners who did not have a riser were told some of the benefits that came with getting one installed.

Question 8: Do you have a filter on your septic tank? If yes, how often do you clean it?

Though all homeowners responded no to this question, a large portion of them were not aware that there was a possibility that their septic system could have a filter.

Question 9: Do you check water quality every year? If so, would you mind allowing the province to share the results with us?

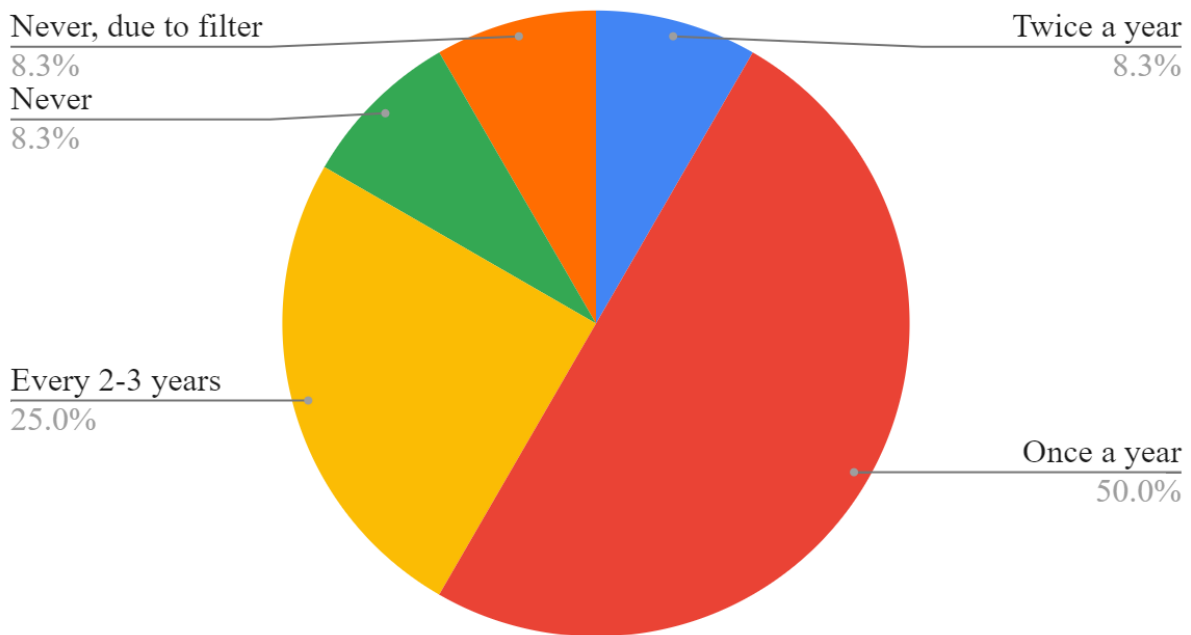
One (1) homeowner answered twice a year

Six (6) answered once a year

Three (3) answered every 2-3 years

One (1) answered never, due to their filtering system

One (1) answered never

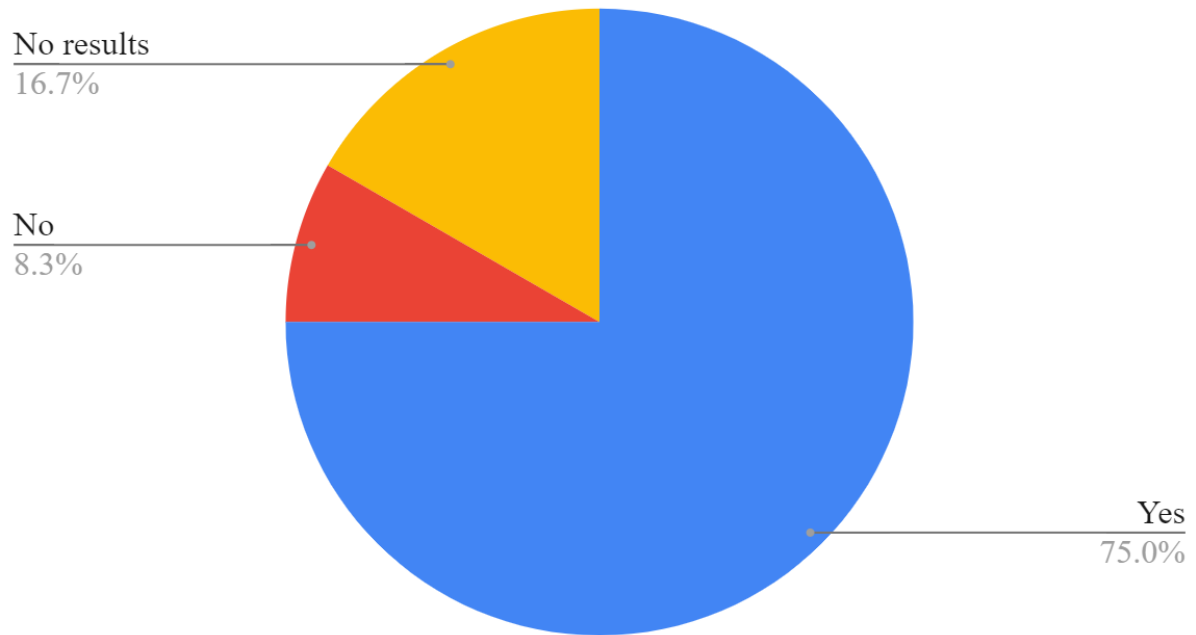


Note: Homeowners who did not check their water quality once a year were encouraged to do so.

Nine (9) homeowners were willing to share these results

Three (3) had no results to share

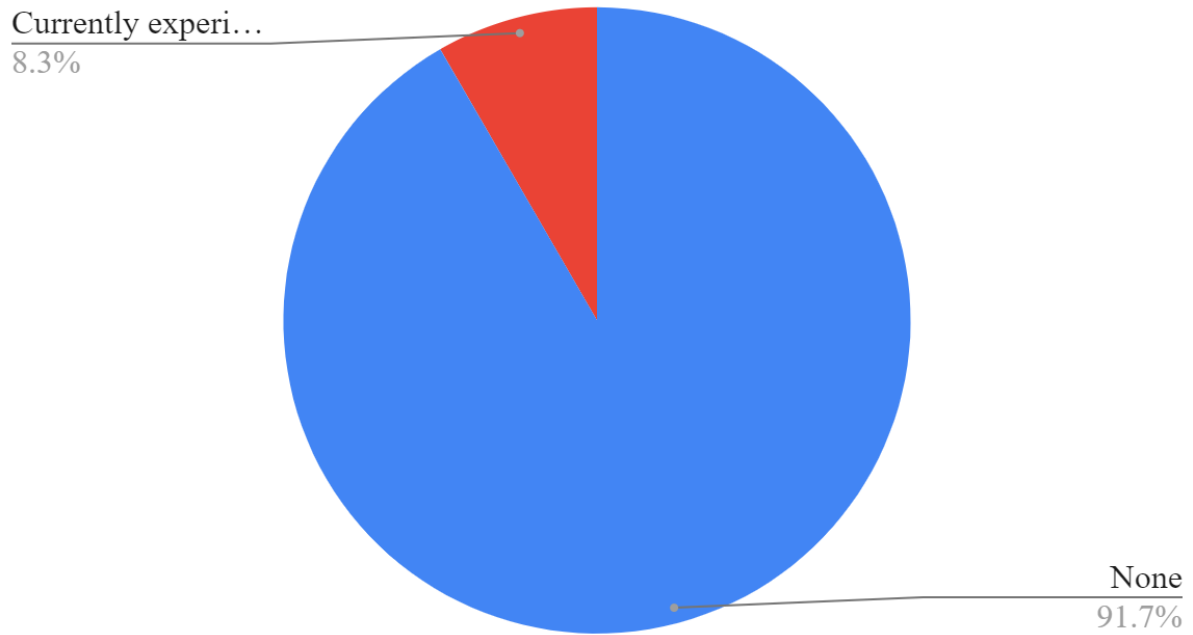
One (1) was not willing to share these results



Question 10: Have you experienced any problems with your water quality, and if yes, how was it resolved?

Eleven (11) homeowners have not experienced any problems

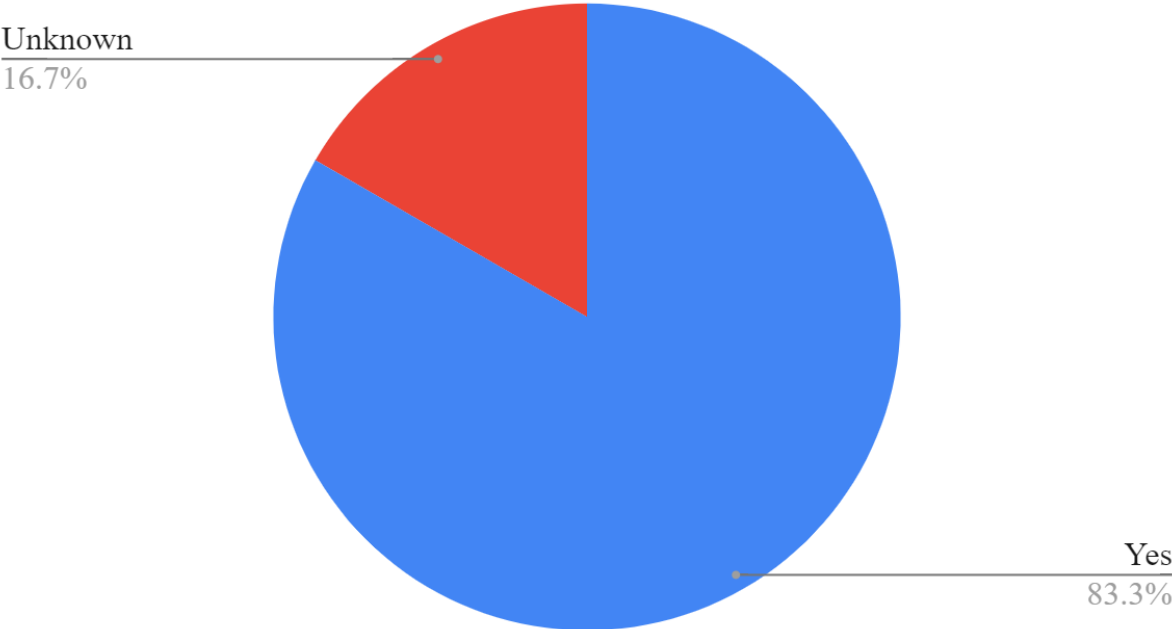
One (1) is currently experiencing problems



Question 11: Is your well cap tightly fitted?

Two (2) homeowners did not know the answer to this question

Ten (10) answered yes



Note: Though the response according to the chart may seem to be an overwhelming yes, many homeowners only assumed their well cap was tight, rather than actually checking it. Responses such as “I assume so,” “I believe so,” or a hesitant yes were all placed in the yes category. These homeowners, along with ones who responded with unsure were encouraged to check that their well cap was actually tight.

Recreation and Community Engagement Report for Oct 2021 Council Meeting

Planning for Halloween is underway; the original plan is to have a trick and trunk event at Grand Tracadie and North Shore dependent on CPHO

Remembrance Day planning has begun as well; Operational plans are fluid and ever-changing but 200 is approved plan for the event; also included is a Kids Essay and Veterans past and Present

September 30, 2021 National Day of Reconciliation and its importance was discussed and how the municipality could show the proper respect for such event.

Tobacco Free Policy was discussed as the present policy is being revised and will include only municipal owned properties; the committee requested an opportunity to view prior to going to council for approval.

Discussion of a need for a recreational plan continued and to create a list of future needs for recreational facilities in our municipality.

CAO's REPORT

October 2021

- Fielding Bylaw infraction complaints and reviewing permits with Bylaw Enforcement Officer
- Maintaining and updating website- getting quotes on migration to new platform
- Preparation of minutes for Council and committees
- Working with contractors on completing Capital Projects, Maintenance Projects
- Working with Development Officer with property issues, GT Parking Lot, Public Meeting on rezoning
- Completed 7 week training Program Lead the Shift for Diversity and Inclusion
- Completed new AMIR for Financial reporting to Province
- Working with Patsy on MCEG for 2020-2021 F/Y
- Updates to Septic Bylaw, Tobacco Free Policy
- Completed draft Workplace Harassment Policy
- Reviewing RFP for Water Study
- Working with Legal on items
- Completed Submission of Official Plan and Bylaw to Municipal Affairs

Capital and Maintenance Projects

New/Replacement Signs for Municipality- CIP for Gas Tax not approved, Signs for promenade, Grand Tracadie grounds, NSCC grounds, GT Building

NSCC and GT Grounds Upgrades- Budget Gas Tax, and approx. \$50,000 CCRF will include benches, grandstands, garbage receptacles, bike racks, picnic tables, water station, waiting on if ballfield fencing will be approved under this fund, funding was not approved through the Healthy Communities Initiative- Awaiting feedback from CCRF Funding. Will also include new parking lot at Grand Tracadie

Master Recreation Plan- not approved under MSC, applying to Provincial Capacity Building

Kayak Launch- Budget \$7000- Quote \$2795 +tax+shipping

Stanhope Promenade- 3 benches to be replaced where missing

Grand Tracadie Generator Project- Budget \$42,000 Using safe restart funds (\$13,000) and did not get climate challenge funding this year but will re-apply when open

Chairlift/Elevator at NSCC- Budget \$77,000 Have had one preliminary quote on elevator. Cannot locate any info regarding elevator pre-wiring. Will need architect to review drawings. Council request to move to next year. Fire Marshall coming to review original chairlift design.

NSCC and GT Water stations: Quote \$1500 plus tax and installation

Extension of Rink- Budget – Quote 2420 plus tax- Was in 2022-2023 budget

Pleasant Grove Sign- to be replaced

Grand Tracadie – Maintenance COMPLETED \$262.21 new door between kitchen and classroom

Grand Tracadie- Budget \$500 COMPLETED \$515 for installation new fire door for electrical room

Grand Tracadie- Budget \$6000 COMPLETED \$6992 new fire panel, pulls and smokes and wiring

New Sign for West Covehead- Budget \$180 COMPLETED

NSCC Audio/Visual Upgrades- Budget \$22,000 COMPLETED \$21,935.68 COVID Safe restart fund

Grand Tracadie Playground Slide- Budget-Recreation-COMPLETED

Promenade- Paving patch at Point Pleasant Lane- COMPLETED

Oil Tank Replacement for Stanhope Place- Budget COMPLETED

Stanhope Place Basement Crack- Budget \$1000 COMPLETED Repair and Maintenance

Dog Waste Receptacle- along Promenade – 2 COMPLETED

ACCOUNT	2021/2022 BUDGET	July	August	September	Total Actual
REVENUE					
Fire Dues	\$ 220,350.00	\$ 19,180.16	\$ 19,180.16	\$ 19,180.16	\$ 115,080.96
Property Taxes	\$ 283,000.00	\$ 16,862.00	\$ 16,862.00	\$ 16,862.00	\$ 101,172.00
<i>Planning & Development</i>					
Building Permits	\$ 12,000.00	\$ 1,864.30	\$ 102.00	\$ 2,564.14	\$ 11,471.31
Equalization Grant	\$ 4,946.00	\$ 412.17	\$ 412.17	\$ 412.17	\$ 2,473.02
Green Space	\$ -				\$ -
Fines	\$ 250.00	\$ 100.00			\$ 150.00
Planning & Development Province	\$ 22,800.00	\$ 2,147.00	\$ 2,147.00	\$ 2,147.00	\$ 12,882.00
<i>NS Community Centre</i>					
Centre Rentals	\$ 10,000.00	\$ 1,208.00	\$ 1,115.00	\$ 1,406.00	\$ 9,562.00
Centre Bar	\$ 2,500.00	\$ 550.40	\$ 173.53	\$ 201.00	\$ 1,210.03
Community Events (ball hockey, pickleball, com	\$ 2,000.00	\$ 3,455.00	\$ 2,260.00	\$ 50.00	\$ 7,854.00
Wage Grant (JFY/Feds)	\$ 18,000.00	\$ 8,290.14		\$ 7,190.56	\$ 24,367.44
Miscellaneous Income	\$ 500.00	\$ 10.00	\$ 3,500.00	\$ 40.00	\$ 4,878.45
<i>Stanhope Place</i>					
Stanhope Place Rentals (Yoga,FCBB,others)	\$ 5,000.00	\$ 80.00			\$ 110.00
Community Events (cards, ballet)	\$ 1,500.00				\$ 245.00
<i>Grand Tracadie</i>					
Rentals	\$ 17,200.00		\$ 1,540.00	\$ 1,500.00	\$ 5,861.00
<i>Funding</i>					
Canada Day/Violence/Remembrance	\$ 2,500.00				\$ 1,000.00
Funding (Infrastructure/Community)					\$ 8,823.00
Grants- MCEG	\$ 15,000.00				\$ 4,940.78
Interest Income/Miscellaneous	\$ 5,000.00			\$ 3,500.00	\$ 3,500.00
TOTAL REVENUE	\$ 622,546.00	\$ 54,159.17	\$ 47,291.86	\$ 55,053.03	\$ 200,500.03
EXPENSES					
Fire Dues	\$ 220,350.00	\$ 19,180.16	\$ 19,180.16	\$ 19,180.16	\$ 115,080.96
<i>Administrative/Municipal</i>					
Staff Wages inc. MERCs	\$ 140,000.00	\$ 10,418.49	\$ 10,645.61	\$ 10,607.24	\$ 65,619.01
Casual / Student Wages	\$ 22,000.00	\$ 9,573.78	\$ 9,485.33	\$ 1,168.33	\$ 27,170.28
Staff Mileage	\$ 900.00	\$ 377.00		\$ 379.60	\$ 1,076.10
Health Insurance	\$ 3,000.00	\$ 277.00	\$ 277.00	\$ 277.00	\$ 1,662.00
Professional Fees-Auditor	\$ 10,000.00	\$ 7,975.00			\$ 7,975.00
Legal Services	\$ 30,000.00		\$ 1,407.12		\$ 2,709.52
Website Hosting	\$ 1,500.00	\$ 104.45	\$ 109.20	\$ 109.20	\$ 637.11
Councillor Remuneration	\$ 17,000.00			\$ 4,250.00	\$ 8,500.00
Councillor Mileage	\$ 700.00		\$ 105.50		\$ 105.50
Small Equipment	\$ 1,000.00				\$ 382.80
Elections	\$ -				\$ -
Memberships/Licenses/Dues	\$ 5,500.00	\$ 50.00	\$ 598.00		\$ 5,320.06
Insurance / Property Tax	\$ 23,500.00				\$ 2,343.35
Advertising	\$ 800.00				\$ -
Newsletter/Printing/Postage	\$ 1,000.00	\$ 319.77			\$ 319.77
Office Expenses	\$ 2,500.00	\$ 921.17	\$ 525.73	\$ 472.46	\$ 2,221.72
Interest and bank fees	\$ 800.00	\$ 541.75	\$ 31.53	\$ 27.46	\$ 774.01
Telephone/Internet	\$ 6,000.00	\$ 131.80	\$ 115.52	\$ 1,185.19	\$ 2,872.57
Donations/Gifts	\$ 250.00				\$ -
Staff Training	\$ 1,000.00	\$ 40.00			\$ 40.00
<i>Total Administrative/Municipal</i>	\$ 487,800.00	\$ 49,910.37	\$ 42,480.70	\$ 37,656.64	\$ 129,728.80
<i>Planning/Development</i>					
Planning Consulting Fees	\$ 28,500.00				\$ 6,623.10
Official Plan Admin/Enforcement	\$ 6,500.00	\$ 360.00	\$ 480.00	\$ 480.00	\$ 3,753.40
Planning Consultant (Development Officer)	\$ 6,500.00				\$ 1,922.23
Planning Committee Costs	\$ 500.00		\$ 76.23		\$ 191.65

Planning Mileage	\$ 125.00				\$ -
Total Planning/Development	\$ 42,125.00	\$ 360.00	\$ 556.23	\$ 480.00	\$ 12,490.38
Water & Wastewater Services	\$ 300.00				\$ -
EMO - Emergency Measures Organization	\$ 4,160.00				\$ -
Facilities and Public Property					
North Shore Community Centre					
Liquor Purchases/supplies	\$ 5,000.00		\$ 295.87		\$ 295.87
Electricity	\$ 8,200.00	\$ 686.94	\$ 807.18	\$ 808.38	\$ 4,435.60
Repair/Maintenance	\$ 15,000.00	\$ 557.11	\$ 791.01	\$ 871.98	\$ 3,356.37
Snow Removal	\$ 4,800.00				\$ 250.00
Heat Oil/Utilities	\$ 4,000.00		\$ 882.74		\$ 1,822.36
Total North Shore Community Centre	\$ 37,000.00	\$ 1,244.05	\$ 2,776.80	\$ 1,680.36	\$ 10,160.20
Stanhope Place					
Heat (Oil)	\$ 625.00				\$ -
Electricity	\$ 4,200.00	\$ 186.40	\$ 206.13	\$ 213.98	\$ 1,946.16
Repair/Maintenance	\$ 2,500.00	\$ 39.54			\$ 68.37
Snow Removal	\$ 1,000.00				\$ 512.50
Total Stanhope Place	\$ 8,325.00	\$ 225.94	\$ 206.13	\$ 213.98	\$ 2,527.03
Promenade					
Promenade Maintenance	\$ 8,000.00		\$ 635.56		\$ 1,088.75
Promenade Lighting	\$ 800.00	\$ 57.55	\$ 56.28	\$ 57.87	\$ 377.00
Total Promenade	\$ 8,800.00	\$ 57.55	\$ 691.84	\$ 57.87	\$ 1,465.75
Grand Tracadie Community Centre					
Electricity	\$ 5,200.00	\$ 322.56	\$ 393.04	\$ 418.61	\$ 2,416.15
Maintenance	\$ 3,000.00	\$ 412.07	\$ 7,377.92	\$ 1,524.44	\$ 9,870.87
Heat (Oil)	\$ 1,000.00				\$ 1,031.67
Snow Removal	\$ 1,000.00				\$ 610.00
Internet/other	\$ 1,200.00	\$ 96.56	\$ 257.33	\$ 100.39	\$ 742.96
Total Grand Tracadie Community Centre	\$ 11,400.00	\$ 831.19	\$ 8,028.29	\$ 2,043.44	\$ 14,671.65
Total Facilities and Public Property	\$ 65,525.00	\$ 2,358.73	\$ 11,703.06	\$ 3,995.65	\$ 28,824.63
Recreation					
Community Grants	\$ 8,500.00		\$ 4,000.00	\$ 2,240.00	\$ 6,240.00
Event Supplies/ Rec equipment	\$ 13,000.00	\$ 2,361.49	\$ 1,934.80	\$ 20.00	\$ 5,142.62
Total Recreation	\$ 21,500.00	\$ 2,361.49	\$ 5,934.80	\$ 2,260.00	\$ 11,382.62
TOTAL EXPENSES	\$ 621,410.00	\$ 54,990.59	\$ 60,674.79	\$ 44,392.29	\$ 297,507.39
SURPLUS/DEFICIT YTD	\$ 1,136	-\$ 831	-\$ 13,383	\$ 10,661	\$ 18,073.60
Capital Reserve	\$ 1,136				\$ -
Covid Start-up funds		-\$ 10,491		-\$ 10,491	-\$ 20,982.02
Gas Tax Funds		\$ 71,534			\$ 71,534.00
Reserve Funds					\$ -

SEPT 2021 DEVELOPMENT PERMITS REPORT
THE RURAL MUNICIPALITY OF NORTH SHORE

PERMIT NUMBER	DATE PERMIT ISSUED	STATUS	PROPERTY NUMBER	APPLICANT'S NAME	Property Address	TYPE
NS-21-078	Sept 7, 2021	Approved	1104603	Heather McCurdy	776 MacMillan Pt Rd, West Covehead	New Deck
NS-21-068	Sept 13, 2021	Approved	138594	Korey Cotton	337 Guerney Rd, West Covehead	New private Garage
NS-21-079	Sept 21, 2021	Approved	135236	Ryan Trowsdale (Kevin MacDonald)	Lot 14 Eastern Rd (Cormac Cres), Stanhope	New single family dwelling
NS-21-076	Sept 20, 2021	Approved	1051663	Tim Phelan (Michael Kilcup/Michele Murray)	Lot 2 Lighthouse Point Rd, Stanhope	New Cottage
NS-21-052B (REISSUED)	Sept 27, 2021	Approved	893784	William Flowers (Douglas Reid)	Lot 2 Stanhope Lane, Stanhope	New Summer Cottage
NS-21-080	Sept 28, 2021	Approved	1043363	Doyle Feehan Construction	Lot 2019-29 Maggie Lane, Covehead Rd	New Single Family Dwelling
NS-21-077	Sept 28, 2021	Approved	857508	Lynn-Marie Nantes	46 Alvin's Dr, Stanhope	New non-commercial garage

**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic: Community Grant Request: North Shore Girl Guides

Date: Oct 4, 2021	Request No: RFD-2021-039 <i>(Office Use Only)</i>
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Person: Jennifer Bryson	Representing: North Shore Girl Guides
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Background: Girl Guides have been given in-kind donation and Community grants in the past to cover rental costs of Community facilities.

Request: Council to approve a Community Grant to cover the rental costs for the 2021-2022 school year \$1160 (1hr /week for 29 weeks)

Advantages	Disadvantages
Girl Guides continues to operate in our community	

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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Mon, Sep 13, 2021 at 6:53 PM

To: "administrator@northshorepei.ca" <administrator@northshorepei.ca>

North Shore Council,

I am writing on behalf of the North Shore Girl Guide Units. We have been in the community since Spring 2018, and we would like to continue running Girl Guide Units here in the North Shore community.

We currently run four different units- Sparks, Brownies, Guides and Pathfinders Units. These units encompass activities for girls in our community between grades Kindergarten to Grade 8.

Girl Guides provides a safe place for girls to be themselves, learn and explore, and allow for creativity and expression.

Most of our girls have been involved since we opened our North Shore Units in 2018, so it is important to us that we continue to offer this activity- we are requesting your continued support.

I am asking for the council to approve a community grant to help cover some of the expenses, as we are a non-profit organization.

We are hoping this year to be able to offer the girls more "experiences" such as bringing in speakers, different sport organizations, local community groups (Watershed, Archery, etc.) as well as "life skill" demonstrations like cooking/dietician, STEM PEI, CPR, etc.

A community grant would help to cover any rental space that we may incur and/or help to subsidize incurred costs for the more advanced activities that we want to be able to offer this coming year.

I would ask that you please consider our request for the use of Stanhope Place on Monday's from 6pm-7:30pm.

We are looking at a start date of Monday September 27th, and we run with the school calendar from September-June.

We also follow school PD Days, closures due to weather, and holidays (Christmas vacation, March Break, etc.)

Additionally, we would like to be able to utilize the Grand Tracadie kitchen a couple times a year, and we would put in a request for that space in advance to Stephanie and/or Shirley.

Best Regards,

Jennifer Bryson

Contact Guider
North Shore Girl Guides

**Rural Municipality of North Shore
REQUEST FOR DECISION**

**Topic: Approval of RFP for Consultant for Water Study Update and Utility
Research**

Date: Oct 4, 2021	Request No: RFD-2021-040 <i>(Office Use Only)</i>
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Person: Mayor Gerard Watts	Representing: Stanhope Potable Water Research Committee
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Background: The Stanhope Potable Water Research Committee has been gathering info from past water studies and feels the next step is to have the study and engineering proposed in 2009 updated. A Request for Proposal (RFP) has been drafted to hire a consultant to take on this work.

Request: Council to approve the RFP for CAO to publish and start receiving quotes once funding has been established.

Advantages	Disadvantages

Required Resources:	Funding from MSC to help cover Consultant expenses
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Staff Comments	
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CAO's Review / Comments	Capital Budget was created with this project in mind with some funding to come from the MSC. Additional monies were budgeted this year in Operational funds for Planning Consultant.
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**Rural Municipality of North Shore
REQUEST FOR DECISION**

**Topic: Approval of MSC Application for Funding for Water Study Update and
Utility Research Consultant**

Date: Oct 6, 2021	Request No: RFD-2021-041 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: RMNS Administration
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Background: An RFP has been developed to hire a Water Study Update and Utility Research Consultant. Funding for the project in the Capital Budget was partly through the Municipal Strategic Component (MSC) Gas Tax stream. A Capital Investment Plan (CIP) must be approved by Council to apply for the funding.

Request: Council to approve the CAO to submit a CIP for the MSC funding for a Water Study Update and Utility Research Consultant

Advantages	Disadvantages

Required Resources:	Funding from MSC to help cover Consultant expenses
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Staff Comments	
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CAO's Review / Comments	Capital Budget was created with this project in mind with some funding to come from the MSC. Additional monies were budgeted this year in Operational funds for Planning Consultant.
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**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic: 2021-02 Landuse Bylaw Second Reading and Adoption

Date: Oct 6, 2021	Request No: RFD-2021-042 <i>(Office Use Only)</i>
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Person: CAO Stephanie Moase	Representing: RMNS Administration
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Background: On Sept 8, 2021 Council adopted the 2021 Official Plan and approved the first reading of the 2021-02 Landuse Bylaw

Request: Council to Approve Second Reading and adoption of 2021-02 Landuse Bylaw

Advantages	Disadvantages

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	CAO has prepared draft resolutions
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**Rural Municipality of North Shore
REQUEST FOR DECISION
Topic: Approval to use Capital Funding for Fire Panel**

Date: Oct 6, 2021	Request No: RFD-2021-043 <i>(Office Use Only)</i>
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Person: Stephanie Moase	Representing: RMNS Administration
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Background: The Fire Panel installed at Grand Tracadie came to \$6992. As this is more than the Maintenance Budget CAO suggested this be paid through Capital Reserve Funding so as not to be over in our Maintenance Budget

Request: Council to approve the CAO to use \$6992 in Capital Reserve Funding to cover the Fire Panel installed in Grand Tracadie.

Advantages	Disadvantages

Required Resources:	Funding from Capital Reserve
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Staff Comments	
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CAO's Review / Comments	
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