

AGENDA

Special Council Meeting – Rural Municipality of North Shore
6:30 pm Tuesday, Jan 5th, 2021 at North Shore Community Centre

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
 - 2.1 Disclosure of Pecuniary (Financial) or other Conflicts of Interest
- 3. NEW BUSINESS (REQUESTS FOR DECISION)**
 - 3.1. Approval of Updated Budget
 - 3.2. Approval to Apply for EDA/Skills PEI Funding for Wifi Work and Study Hub
- 4. NEXT MEETING:** Wednesday Jan 9, 2021 North shore Community Centre
- 5. ADJOURNMENT**

APPROVED MINUTES

Special Council Meeting – Rural Municipality of North Shore

Tuesday, Jan 5th, 2021 @ 6:30 pm

@ North Shore Community Centre

PRESENT:

Mayor Gerard Watts, Deputy Mayor Nancy MacKinnon, Councilors - Krista Shaw, Bob Doyle, Derek Cook, Wanson Hemphill, Peter Vriends (on phone) and CAO Stephanie Moase
3 members of the public attended.

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 3.3 Rink Protocol
Moved by Councilor Krista Shaw, seconded by Councilor Nancy MacKinnon.

6-0

MOTION CARRIED

2021-01-001

2.1. **DISCLOSURE OF PECUNICARY (Financial) or other CONFLICT OF INTEREST:**

There were none

3. **NEW BUSINESS (REQUESTS FOR DECISION)**

3.1. **Approval of Updated Budget RFD 2021-001**

It was duly moved and seconded that Council approve an update to the budget showing an increase of estimated tax assessment revenue of \$48,840.73 and an increase to the Legal Services expenditure line of \$30,000. Resolution 2021-001

Moved by Councilor Peter Vriends, seconded by Councilor Derek Cook

6-0

MOTION CARRIED

2021-01-002

3.2. **Approval to apply for EDA/Skills PEI funding for WIFI Work & Study Hub RFD 2021-002**

It was duly moved and seconded that the Council approves the motion to apply for funding for the attendant wages for the WIFI Hub.

Moved by Councilor Peter Vriends, seconded by Councilor Nancy MacKinnon

6-0

MOTION CARRIED

2021-01-003

Council member asked if there had been a large number of people requesting a wifi spot. CAO mentioned she had a few requests but it was the Province who was getting most of the requests, which is why they implemented the Pilot Project. They chose Grand Tracadie as they were trying to find rural areas. Council member asked if there would be supervision, CAO explained the job did not entail much responsibility. Supervision would be mainly to ensure the hub was being opened at the agreed to schedule.

3.3. Rink Protocol

It was suggested that we implement a system for the ice rinks to let the public know when the rink is frozen enough to be able to be used as the liner may get damaged if it is used when ice is too soft and it is costly to replace. One suggestion was to use a RED/GREEN system with lights or flags. CAO will work with Rec Coordinator to implement a system.

4. NEXT MEETING:

Regular Council Meeting Wednesday, January 13, 2021 @ 6:30 at North Shore Community Centre

5. ADJOURNMENT:

There being no further business, the meeting adjourned at 6:50pm.

Moved by Councilor Bob Doyle, seconded by Councilor Derek Cook.

6-0

MOTION CARRIED

2021-01-004

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: Stephanie Moase, CAO

DATE:

**Rural Municipality of North Shore
REQUEST FOR DECISION
Topic: Budget Update**

Date: Jan 4, 2021	Request No: RFD-2021-001 <i>(Office Use Only)</i>
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Person: Peter Vriends	Representing: Finance Committee
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Background: Sections 152 (3) and Section 154 of the MGA allow Council to update the Operating Budget for an expenditure not previously provided for in the budget by resolution as long as the total expenditure does not exceed the total revenue in the Operating Budget.

Request:
Finance is recommending to Council for approval an update to the budget showing an increase of estimated tax assessment revenue of \$48,840.73 and an increase to the Legal Services expenditure line of \$30,000

Advantages	Disadvantages
Expenditures are covered for the Official Plan and Bylaw and any additional Bylaws being sent for legal review	

Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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RESOLUTION 2021-01-001
REQUEST FOR DECISION RFD-2021-001

Motion Carried _____
Motion Lost _____
Motion Withdrawn _____

Jan 5, 2021

Moved by:
Seconded by:

WHEREAS, Section 152 (3) of the Municipal Government Act allows for expenditures or transfers within total of revenues as long as the total expenditure or transfer does not exceed the total amount of estimated revenue

AND WHEREAS, Section 154 of the Municipal Government Act requires Council to revise by resolution, quarterly, the operational budget for that fiscal year to reflect changes from Council's authorization pursuant to Section 152

AND WHEREAS, taxation assessment revenues first estimated in February were around \$50,000 lower than total assessments provided in May

AND WHEREAS, the legal expenditure line of the Operational Budget did not include amounts for the legal review of the Official Plan and Bylaw

BE IT RESOLVED THAT Council approves an update to the budget showing an increase of estimated tax assessment revenue of \$48,840.73 and an increase to the Legal Services expenditure line of \$30,000

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: Stephanie Moase, CAO

DATE:

2020/2021 Municipality of North Shore Operational Budegt

ACCOUNT	2019/2020 BUDGET	2020/2021 BUDGET
REVENUE		
Property Taxes	\$ 422,740.55	\$ 520,344.47
<i>Planning & Development</i>		
Building Permits	\$ 10,000.00	\$ 10,000.00
Equalization Grant	\$ 4,386.00	\$ 4,722.00
Green Space	\$ -	\$ -
Fines	\$ -	\$ -
Planning & Development Province 1.1 cent p	\$ 21,331.42	\$ 22,792.95
<i>NS Community Centre</i>		
Centre Rentals	\$ 26,000.00	\$ 26,000.00
Centre Bar	\$ 10,500.00	\$ 15,000.00
Community Events	\$ 2,000.00	\$ 2,000.00
Ball Hockey & Learn to Play Ball	\$ -	\$ -
Wage Grant (JFY/Feds)	\$ 6,000.00	\$ 6,000.00
Miscellaneous Income	\$ 1,250.00	\$ 500.00
<i>Stanhope Place</i>		
Friends of the Bay	\$ 4,000.00	\$ 4,000.00
Stanhope Place Rentals	\$ 800.00	\$ 400.00
Stanhope Place Cards	\$ 2,000.00	\$ 2,500.00
Stanhope Heritage Association	\$ -	\$ -
<i>Grand Tracadie</i>		
Rentals		\$ 500.00
<i>Funding</i>		
Canada Day/OEE/Violence/Remembrance	\$ 4,000.00	\$ 4,000.00
Funding (Infrastructure/Community)	\$ -	\$ -
Grants/Government of PEI Assistance	\$ -	\$ 2,500.00
Funding for Capital Items TBD	\$ -	\$ -
Interest Income/Miscellaneous	\$ 1,500.00	\$ 400.00
TOTAL REVENUE	\$ 516,507.97	\$ 621,659.42
EXPENSES		
NS Fire Department 0.8/100 assessment	\$ 193,279.19	\$ 220,344.47
<i>Administrative/Municipal</i>		
Administrator's Wages inc. MERCs	\$ 56,784.00	\$ 68,000.00
Administrator Mileage	\$ 1,000.00	\$ 600.00
Health Insurance	\$ 4,750.00	\$ 4,750.00
Professional Fees/Bookkeeping/Audit	\$ 12,000.00	\$ 19,200.00
Legal Services	\$ 5,000.00	\$ 45,000.00
Website Hosting	\$ 1,500.00	\$ 1,560.00
Councillor Remuneration	\$ 17,000.00	\$ 17,000.00
Councillor Mileage	\$ 700.00	\$ 700.00
Small Equipment	\$ 500.00	\$ 500.00
Elections	\$ -	\$ -
Conference/Dues	\$ 8,000.00	\$ 5,350.00
Insurance	\$ 16,500.00	\$ 17,500.00
Advertising	\$ -	\$ 200.00
Public Meetings	\$ 1,000.00	\$ 1,000.00
Newsletter/Printing/Postage	\$ 4,000.00	\$ 2,000.00
Office Expenses	\$ 4,000.00	\$ 3,000.00
Interest and bank fees	\$ 1,500.00	\$ 1,500.00
Telephone/Internet	\$ 3,800.00	\$ 8,200.00
Donations	\$ 250.00	\$ 250.00
Staff Training	\$ 1,000.00	\$ 1,000.00
<i>Total Administrative/Municipal</i>	\$ 139,284.00	\$ 197,310.00
<i>Planning/Development</i>		
Planning Consulting Fees	\$ 10,000.00	\$ 10,000.00
Official Plan Admin/Enforcement	\$ 2,500.00	\$ 6,240.00
Planning Consultant	\$ 9,500.00	\$ 10,000.00
Planning Committee Costs	\$ 500.00	\$ 500.00
Planning Mileage	\$ 125.00	\$ 125.00
<i>Total Planning/Development</i>	\$ 22,625.00	\$ 26,865.00
<i>Water & Wastewater Services</i>		
	\$ 2,500.00	\$ -
<i>EMO - Emergency Measures Organization</i>		
	\$ 2,750.00	\$ 4,160.00

Facilities and Public Property		
North Shore Community Centre		
Centre Wages inc. MERCs	\$ 30,016.00	\$ 55,000.00
Bar/Canteen (licenses & bartenders)	\$ 4,375.00	\$ 10,000.00
Electricity	\$ 8,000.00	\$ 8,000.00
Casual/Student Wages	\$ 16,141.00	\$ 6,000.00
Centre Mileage	\$ 500.00	\$ 500.00
Repair/Maintenance	\$ 17,000.00	\$ 20,000.00
Snow Removal	\$ 2,985.00	\$ 2,985.00
Heat Oil/Propane	\$ 6,250.00	\$ 4,500.00
Total North Shore Community Centre	\$ 85,267.00	\$ 106,985.00
Stanhope Place		
Heat	\$ 625.00	\$ 625.00
Electricity	\$ 5,000.00	\$ 3,500.00
Repair/Maintenance	\$ 2,500.00	\$ 2,500.00
Snow Removal	\$ 800.00	\$ 800.00
Total Stanhope Place	\$ 8,925.00	\$ 7,425.00
Promenade		
Promenade Maintenance	\$ 5,000.00	\$ 5,000.00
Promenade Lighting	\$ 907.50	\$ 800.00
Grass Cutting	\$ -	\$ 1,500.00
Total Promenade	\$ 5,907.50	\$ 5,800.00
Grand Tracadie Community Centre		
Electricity	\$ 8,000.00	\$ 5,100.00
Maintenance	\$ 3,200.00	\$ 3,000.00
Snow Removal	\$ -	\$ 1,500.00
Other	\$ -	\$ -
Total Grand Tracadie Community Centre	\$ 11,200.00	\$ 9,600.00
Total Facilities and Public Property	\$ 111,299.50	\$ 131,310.00
Recreation		
Community Grants	\$ 3,500.00	\$ 3,500.00
Friends of Covehead Bay	\$ 4,000.00	\$ 4,000.00
Soccer	\$ 1,000.00	\$ 1,000.00
Event Expenses	\$ 10,500.00	\$ 13,000.00
Total Recreation	\$ 19,000.00	\$ 21,500.00
TOTAL EXPENSES	\$ 490,737.69	\$ 601,489.47
SURPLUS/DEFICIT YTD	\$ 25,770	\$ 20,170
Capital Reserve	\$ 25,770	\$ 20,170
Reserve Funds		
SURPLUS/DEFICIT W/ CAPITAL FUND	\$ -	\$ -

**Rural Municipality of North Shore
REQUEST FOR DECISION
Topic: Application for EDA Position**

Date: Jan 4, 2021	Request No: RFD-2021-002 <i>(Office Use Only)</i>
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Person: Peter Vriends	Representing: Finance Committee
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Background: We have been approved for a 6 month Provincial Pilot Project called the Wifi Work and Study Hub at the Grand Tracadie School Centre. The Province will fund an attendant for this project for minimum 37.5 hours per week to a maximum of 40 hrs per week through EDA/Skills PEI funding, for two 12 week terms

Request:
Finance is recommending to Council that the CAO apply for funding through the EDA Special Projects Program to hire an attendant for 37.5 – 40 hrs per week for the Wifi Work and Study Hub Provincial Pilot Program

Advantages Wages are 100% covered plus 4% vacation pay and MERC's	Disadvantages Candidate is required to be unemployed with no or very little EI
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Required Resources:	
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Staff Comments	
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CAO's Review / Comments	
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RESOLUTION 2021-01-003
REQUEST FOR DECISION RFD-2021-002

Motion Carried _____
Motion Lost _____
Motion Withdrawn _____

Special Council Meeting
Jan 5, 2021

Moved by:
Seconded by:

WHEREAS, RMNS have been approved for a 6 month Provincial Pilot Project called the Wifi Work and Study Hub at the Grand Tracadie School Centre.

AND WHEREAS, The Province will fund an attendant for this project for a 37.5 -40 hours per week through EDA/Skills PEI funding, for two 12 week terms

AND WHEREAS, CAO will require approval to apply for EDA funding

BE IT RESOLVED THAT Council approves the CAO to apply for EDA funding at 100% covered for two 12 week terms for attendants for the Wifi Work and Study Hub Provincial Pilot Program at Grand Tracadie School Centre

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: Stephanie Moase, CAO

DATE: