

AGENDA

Regular Council Meeting – Rural Municipality of North Shore **6:30 pm Wednesday, Sept 14th, 2022 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. APPROVAL OF THE MINUTES FROM

REGULAR MEETING 6:30PM JULY 13, 2022

SPECIAL MEETING 6:30PM AUG 9, 2022

SPECIAL MEETING 6:00PM AUG 23, 2022

PUBLIC MEETING 7:00PM AUG 23, 2022

- 3.1. Business arising from the minutes

4. DELEGATIONS SPECIAL SPEAKERS AND PUBLIC INPUT

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 Infrastructure Report
- 5.8. Planning Board and Development Permit Report

(Approval of Reports)

6. NEW BUSINESS (REQUESTS FOR DECISION)

- 6.1. RFD-2022-025 2019-01-A Bylaw to Amend Enforcement and Summary Proceedings Bylaw
- 6.2. RFD-2022-030 Flag Flying Policy POL-2022-02
- 6.3. RFD-2022-031 – 2021-01 A Bylaw to Amend Shared Services Bylaw
- 6.4. RFD-2022-032 Request to change Nov Council Meeting
- 6.5. RFD-2022-033 Approval of Architectural and Project Management for Medical lift
- 6.6. RFD-2022-034 Date for Public Meeting for Rezoning PID 464271
- 6.7. Procedural Bylaw Review MGA Section 86 (3)
- 6.8. Review POL-2022-01- Committee Policy

7. CORRESPONDENCE

- 7.1 Parks Canada re: Stanhope Cape Beach Access

8. APPOINTMENTS TO COMMITTEES- Holly Banfill EMO

9. NEXT MEETING Oct 12, 2022 6:30pm Grand Tracadie School Centre

10. ADJOURNMENT

APPROVED MINUTES
Regular Council Meeting – Rural Municipality of North Shore
6:30 pm Wednesday Sept 14th, 2022
@ North Shore Community Centre

PRESENT:

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

6 members of the public

Regrets- Councilors Peter Vriends and Wanson Hemphill

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 item 6.9, Rural Growth Initiative Application.

Moved by Councilor Krista Shaw, seconded by Councilor Bob Doyle

4-0

MOTION CARRIED

2022-09-117

2.1. **DISCLOSURE OF PECUNIARY (Financial) or other CONFLICTS OF INTEREST:**

Councilor Krista Shaw disclosed a conflict of interest with item 6.9 when she became aware of details of the item.

3. **APPROVAL OF MINUTES:**

It was duly moved and seconded that the minutes of the Regular Monthly Council Meeting of July 13th, 2022 @ 6:30 pm be approved as presented.

Moved by Councilor Nancy MacKinnon, seconded by Councilor Derek Cook

4-0

MOTION CARRIED

2022-09-118

It was duly moved and seconded that the minutes of the Special Meeting of August 9th, 2022 @ 6:30 pm be approved as presented.

Moved by Councilor Bob Doyle, seconded by Councilor Nancy MacKinnon

4-0

MOTION CARRIED

2022-09-119

It was duly moved and seconded that the minutes of the Special Meeting of August 23rd, 2022 @ 6:00 pm be approved as presented.

Moved by Councilor Krista Shaw, seconded by Councilor Derek Cook

4-0

MOTION CARRIED

2022-09-120

Sept 14th, 2022 Approved Regular Meeting Minutes, Rural Municipality of North Shore

It was duly moved and seconded that the minutes of the Public Meeting of August 23rd, 2022 @ 7:00 pm be approved with the change from Karen Lawson to Karen Ross.

Moved by Councilor Bob Doyle, seconded by Councilor Krista Shaw

4-0

MOTION CARRIED

2022-09-121

3.1. Business Arising From the Minutes

Regular Meeting Minutes of July 13, 2022 there was a question regarding the Grand Tracadie Commons Title issue. CAO Stephanie Moase requested guidance from Council on whether to move forward using current Legal Counsel or to get quotes from other firms to move forward with the work. Council agreed that with quotes from current and previous legal firms being basically the same we should move forward with our current legal counsel to begin actioning items.

Public Meeting Minutes of August 23, 2022 a Councilor asked what are the next actions that are required to be taken by CBCL? CAO explained that the report sent to Council for meeting is still in draft form. The Committee has met to discuss Council and Public comments and will send CBCL any updates required to the draft. Council will then approve the final report. The Public Meeting was held in August to ensure summer residents were able to attend and provide input, however this meant Council and Committee did not have the opportunity to review the draft report together prior to the meeting. It will now just take a little longer to review and fine tune. It was agreed that after the final report has been approved that there be at least a two week period for Public comment prior to Council taking any further action. There will also be further discussion on whether to have an additional Public Meeting further down the road. There were some comments received after the Public Meeting and those were reviewed by the Committee as well.

4. DELEGATIONS, SPECIAL SPEAKERS AND PUBLIC INPUT: There were none

5. REPORTS

5.1. EMO Committee Report

Chair Derek Cook stated the Committee has not met since last Council meeting. Meeting scheduled for Sept 20, 2022. Weather has been good so far and hoping it stays well. The Provincial EMO contact has changed a few times.

5.2. Water and Environment Committee Report

Mayor Gerard Watts referred Council to the report. CAO mentioned that when legal reviewed the Pool Fill Bylaw they felt that without direct approval from the Province, the Municipality does not have jurisdiction regarding well water withdrawal as that authority lies withing the Provincial Water Act and the Municipality cannot impose restrictions on that allowable withdrawal.

5.3. Recreation and Engagement Committee Report

Chair Bob Doyle stated that the Committee met last week and they will be meeting with Janice Harper next week regarding the Rec Plan. She will also be having a meeting with all of Council and some Public Engagement. Some work has started on the fields, there were some comments specific to the dugouts that were rebuilt. CAO was not contacted but there were complaints that they used recycled wood that was not purchased by the Community. CAO stated there would have to be a meeting with a

Riptide representative regarding this as there was an obvious miscommunication. CAO was told the wood was originally donated to build the dugouts and they blew down shortly after from Dorian. CAO was told where the wood was stored and thought it was to be used to rebuild. There was no ill intention and CAO apologized as she did not know that Riptide had changed their mind and wanted to use the donated wood for their own out building project instead of the dugouts. Some Councilors feel there may need to be an additional service agreement drawn up with Riptide so that future miscommunications will not be an issue. Councilor asked about Soccer, CAO replied the main issue is that soccer has also grown, however they have less area to play on now that the second ballfield will be fenced off. The goal is to find additional, suitable soccer fields for them, as Myron's field does need a lot of work. Soccer has also struggled to find adult volunteers to assist with the program. CAO asked Chair if they had discussed recent acts of vandalism in the Municipality. There was an ATV that spun around the gravel parking lot and damaged vehicles. Another incident was a modified lawn tractor that was spinning in the soccer field and torn down the rope and stake fencing on the Normandy Lane side. Two new basketball nets were put up at Grand Tracadie and within weeks were broken and torn down. Councilor suggested additional signage be put up for no motorized vehicles and signage for the use of surveillance cameras and perhaps additional cameras installed.

5.4. Covehead and Tracadie Bay Enhancement Committee Report

No meeting held. Plan to have a presentation on findings of work done in Tracadie Bay this summer, similar to work completed in Covehead Bay last summer.

5.5. Stanhope Peninsula Potable Water Research Committee Report

Mayor Gerard Watts stated a meeting had been held and discussed the Public meeting and updates needed to the draft report from CBCL. The Committee also released an update to the Public, to ensure communication from the Committee remains up to date, open and transparent.

5.6. CAO Report

Mayor Gerard Watts referred Council to the written report. Councilor asked for an update to the survey on the Grand Tracadie Parking Lot. CAO still trying to get a meeting with the engineer after they had some personal setbacks, it may be passed on to another firm.

5.7. Finance and Infrastructure Report

Mayor Watts referred Council to the written report. Councilor asked about the Mighty Oaks contract review, stating how important this business is in the community as so many use their services. The arrangement seems to be going well up to this point except for the issue of non-flushables in the septic tank. This will cause an additional maintenance cost as the tanks will need to be cleaned twice a year.

5.8. Planning Board and Development Permit Report

Mayor Gerard Watts referred Council to the Development Permit report for the month of August. Chair Nancy MacKinnon stated there have been several meetings but do not have anything finalized to bring forward to Council yet. Based on the permit report there is lots of building going on. We have received almost 100 applications since January. Councilor asked how the new enforcement Officer was getting along. CAO stated he is doing well, very knowledgeable and knows how to stay busy and what to look out for. Has been taking the Development Officer with him as they move through the permit list to review all work has been started and close off all older permits. CAO reviewed the list of infractions from July 19-Aug 16. Council would like to have a monthly enforcement report. One issue that has arisen multiple times is that people want to know who put in the complaint against their property. This

is confidential information, the Municipality is not here to cause issues between neighbors and will not divulge the sources of complaints. As two of the properties were building without either a development permit or a Provincial building permit, the Province issued a stop work order on the properties.

It was duly moved and seconded that all reports be approved.

Moved by Councilor Krista Shaw, seconded by Councilor Nancy MacKinnon

4-0

MOTION CARRIED

2022-09-122

6. NEW BUSINESS (REQUEST FOR DECISION):

6.1 RFD-2022-025 2019-01-A Bylaw to Amend Enforcement and Summary Proceedings Bylaw

Mayor Gerard Watts introduced the RFD. CAO reviewed the background.

Whereas the 2019-01 Enforcement and Summary Proceedings Bylaw exists for the purpose of appointing officers to enforce provisions under the Landuse Bylaw, as required by section 223 of the MGA;

And whereas the Municipality also wishes to allow the Enforcement Officer to issue Orders upon the contravention of a provision of the Bylaw, as provided for under section 238 of the MGA;

And whereas the Council also wishes to allow for an Appeal to Council by a resident for any Order received from the Enforcement Officer under this Bylaw, as provided for under section 239 of the MGA;

And whereas Planning Board has reviewed the Bylaw Amendment and made recommendation to Council;

Be it resolved that Bylaw 2019-01-A - Bylaw to Amend the Enforcement and Summary Proceedings Bylaw be hereby read a first time

Moved by Councilor Nancy MacKinnon, seconded by Councilor Krista Shaw

4-0

MOTION CARRIED

2022-09-123

Whereas a 2019-01 Enforcement and Summary Proceedings Bylaw exists for the purpose of appointing officers to enforce provisions under the Landuse Bylaw, as required by section 223 of the MGA;

And whereas the Municipality also wishes to allow the Enforcement Officer to issue Orders upon the contravention of a provision of the Bylaw, as provided for under section 238 of the MGA;

And whereas the Council also wishes to allow for an Appeal to Council by a resident for any Order received from the Enforcement Officer under this Bylaw, as provided for under section 239 of the MGA;

And whereas Planning Board has reviewed the Bylaw Amendment and made recommendation to Council;

And whereas Bylaw 2019-01-A Bylaw to Amend the Enforcement and Summary Proceedings Bylaw was read and for a first time at the Sept 14, 2022 Council meeting;

Be it resolved that the first reading of Bylaw 2019-01-A Bylaw to Amend the Enforcement and Summary Proceedings Bylaw be hereby approved.

Moved by Councilor Nancy MacKinnon, seconded by Councilor Derek Cook

4-0

MOTION CARRIED

2022-09-124

6.2 RFD-2022-030 Flag Flying Policy POL-2022-02

Mayor Gerard Watts introduced the RFD. The Policy provides Staff a clear instruction for flying of flags and accepting applications for additional flags. Council discussed the draft policy.

It was duly moved and seconded that POL-2022-02 Flag Flying Policy be hereby approved.

Moved by Councilor Krista Shaw, seconded by Councilor Bob Doyle

4-0

MOTION CARRIED

2022-09-125

6.3 RFD-2022-031 – 2021-01 A Bylaw to Amend Shared Services Bylaw

Mayor Watts introduced the RFD. Council discussed the amendments.

Whereas the 2021-01 Shared Services Bylaw for Planning exists for the purpose of one Municipality hiring an employee and other Municipalities sharing the services;

And whereas the Municipality wishes to hire a Development Officer and share the services with the Municipalities of Miltonvale Park and Kingston;

And whereas Schedule A of the Bylaw must be amended in accordance with Part 5 Division 2 of the MGA;

Be it resolved that Bylaw 2021-01-A - Bylaw to Amend the Shared Services Bylaw for Planning be hereby read a first time

Moved by Councilor Bob Doyle, seconded by Councilor Krista Shaw

4-0

MOTION CARRIED

2022-09-126

Whereas the 2021-01 Shared Services Bylaw for Planning exists for the purpose of one Municipality hiring an employee and other Municipalities sharing the services;

And whereas the Municipality wishes to hire a Development Officer and share the services with the Municipalities of Miltonvale Park and Kingston;

And whereas Schedule A of the Bylaw must be amended in accordance with Part 5 Division 2 of the MGA;

And whereas 2021-01-A - Bylaw to Amend the Shared Services Bylaw for Planning was read for a first time at the Sept 14, 2022 Council meeting;

Be it resolved that the first reading of Bylaw 2021-01-A Bylaw to Amend the Shared Services Bylaw for Planning be hereby approved

Moved by Councilor Bob Doyle, seconded by Councilor Derek Cook

4-0

MOTION CARRIED

2022-09-127

6.4 RFD-2022-032 Request to change Nov Council Meeting

Mayor Gerard Watts introduced the RFD. CAO stated that she will be away from Nov 5-12th and just wanted to be able to attend the final meeting with Council.

It was duly moved and seconded that the regular Council meeting for November be changed to November 16th, 2022.

Moved by Councilor Krista Shaw, seconded by Councilor Bob Doyle

4-0

MOTION CARRIED

2022-09-128

6.5 RFD-2022-033 Approval of Architectural and Project Management for Medical lift

Mayor Watts introduced the RFD. CAO gave background information for the medical lift to be installed for access to the Meadowland Room. Reviewed the quotes for the architectural and project management work.

It was duly moved and seconded that Council approve the award of the architectural and project management work for a medical lift to Coles Associates for \$8,800+HST.

Moved by Councilor Krista Shaw, seconded by Councilor Bob Doyle

4-0

MOTION CARRIED

2022-09-129

6.6 RFD-2022-034 Date for Public Meeting for Rezoning PID 464271

Planning Chair Nancy MacKinnon introduced the RFD and provided background information. CAO stated that after reviewing the dates, the best dates would be the 11th or 13th to ensure that residents have enough time to receive and respond to the letters.

It was duly moved and seconded that Council approve Thursday Oct 13, 2022 at 7pm for a Public Meeting for the Rezoning Request for PID 464271.

Moved by Councilor Derek Cook, seconded by Councilor Bob Doyle

4-0

MOTION CARRIED

2022-09-130

6.7 Procedural Bylaw Review MGA Section 86 (3)

Council reviewed the draft bylaw and made comments for CAO to update.

It was duly moved and seconded that Council give notice as per MGA Section 86 (3) of the amendments to the Procedural Bylaw to be read at the Oct 12, 2022 Regular Meeting of Council.

Moved by Councilor Krista Shaw, seconded by Councilor Nancy MacKinnon

4-0

MOTION CARRIED

2022-09-131

6.8 Review POL-2022-01- Committee Policy

Council will review the draft Policy and provide feedback based on the Procedural Bylaw changes to how Committees are formed and appointed.

6.9 Rural Growth Initiative Funding Application

Councilor Krista Shaw disclosed a conflict of interest and left the meeting at 8:00pm.

Council reviewed the draft bylaw and made comments for CAO to update.

It was duly moved and seconded that Council approve the CAO apply for the Rural Growth Initiative Fund for the Recreation and Open Space Strategic Plan.

Moved by Councilor Bob Doyle, seconded by Councilor Derek Cook

3-0

MOTION CARRIED

2022-09-132

7. CORRESPONDENCE

7.1 Parks Canada re: Stanhope Cape Beach Access

Council reviewed the letter received from Parks Canada.

8. APPOINTMENTS TO COMMITTEES- Holly Banfill EMO

It was duly moved and seconded that Council approve Holly Banfill as a member of the EMO Committee.

Moved by Councilor Derek Cook, seconded by Councilor Bob Doyle

3-0

MOTION CARRIED

2022-09-133

9. NEXT MEETING:

October 12, 2022 @ 6:30 at Grand Tracadie School Centre.

10. ADJOURNMENT:

There being no further business, the meeting adjourned at 8:05 pm.

Moved by Councilor Derek Cook, seconded by Councilor Nancy MacKinnon

3-0

MOTION CARRIED

2022-09-134

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: Stephanie Moase, CAO

DATE:

Water and Environment Report for Sept 2022 Council Meeting

Water & Environment Committee met Sept 7 with 3 committee members present and one by phone as well as Chairperson.

The proposed Septic Bylaw was discussed to get a consensus on how to proceed on this file. The committee motioned to continue to support a universal bylaw where every residence would be required to provide proof of regular septic maintenance and reject Council's decision to require only small lots to submit proof of regular septic maintenance. Similar reasons for this recommendation were suggested including (1) Sending the message that larger lots are not required to practice maintenance, (2) discrimination against small lots, (3) increased groundwater security, threat (4) divisive with 2 standards and (5) may be more difficult to coordinate.

If a universal approach is not acceptable to Council, the committee withdraws its support for any septic bylaw.

Restrictions on filling of pools with groundwater may not be possible under current water regulations. The committee will research possible actions under water conservation regulations for the next meeting.

A Septic Survey was completed this summer in Maryland subdivision and as summary will be made available to Council. Although only a small number of issues were reported, the committee will attempt to send Maryland residents another brochure on septic maintenance and a list of things not to flush.

The issue of an increased fire hazard risk to Stanhope Peninsula residents from the collapsing white spruce within the adjacent National Park was discussed and the Mayor will discuss this at the next National Parks meeting.

Next Meeting October 26

Wanson Hemphill

Stanhope Peninsula Potable Water Committee

September 8, 2022 Update

On August 23, 2022 a public meeting was held at the Community of North Shore Community Centre at which residents were briefed on the preliminary findings and recommendations contained in the draft final report on the Stanhope Peninsula Potable Water situation as prepared by CBCL, the consultant. Subsequent to the CBCL presentation members of the public were invited to ask questions and make statements regarding the information provided. In addition to the CBCL representatives, officials from the PEI Department of Environment, Energy and Climate Action were available to answer questions and provide clarifications, as requested.

The public meeting provided residents with an opportunity to express views and request that certain aspects be further considered and/or detailed. Residents are advised that they may continue to comment on the draft report findings by contacting the CAO directly. The Committee met on September 7, 2022 to discuss the Draft Report and the issues raised during the public meeting. All views, opinions and information are now being considered and will be addressed by the Committee and the Consultant. The report will be adjusted, accordingly.

The Final Study Report will be issued soon. After review by the Committee and Council, it will be posted on the Community website and available to all residents for their consideration and further comment. Later this fall the Final Report will be tabled at Council to determine future directions and actions to be taken.

CAO's REPORT

Sept 2022

- Maintaining and updating website, working with Go Daddy on domain name
- Preparation of minutes for Council and committees
- Working with contractors on completing and quoting Capital & Maintenance Projects
- Working with MEO to prepare for Elections
- Working with Development Officer and Enforcement Officer with property issues, rezoning, training
- Working with Rec Coordinator on weddings and events
- Completed MCEG for 2021-2022 F/Y
- Working with Legal on various items
- Working on Procedural Bylaw, Committee Policy, Stop Work Orders, Pool Fill Bylaw
- Natural Infrastructure Fund Webinar Sept 8 2022
- Climate Change Conference Sept 21 2022 9:30-1
- Completed RFP for Rec Plan, begin meeting with consultant
- Working with EMO Sept 26-30 for Post Hurricane Fiona Warming Centre

Capital and Maintenance Projects

New/Replacement Signs for Municipality- Grand Tracadie grounds, NSCC grounds – Ongoing maintenance budget.

GT Building Name Sign- Maintenance Budget- \$2,500- Includes Installation- Fast Signs- To be completed second week of Oct

NSCC and GT Grounds Upgrades- Budget 55,000 Gas Tax, and \$55,750 CCRF- Team benches, grandstands and garbage cans received, will include bike racks and picnic tables. Parking lot at Grand Tracadie awaiting engineering drawings, changed from SCL to Coles as work wasn't going to be completed on time. Ballfield fencing awarded to Eastern Fence, to be completed second week of Oct.

Master Recreation Plan- Budget \$15,000 Approved under Provincial Rural Growth Initiative Project awarded to Harper Consulting, Project began Sept 19 2022

Stanhope Promenade- Budget Gas Tax \$14000 for interpretive panels 3 benches received and installed.

Medical Lift at NSCC- Budget \$77,000- quote from Harding medical for medical lift- Received drawings to get contractor quote for shaft- Received New Horizons funding \$25000- Project awarded to hire Coles Associates for Project management and architectural design. Began Sept 19 2022

Website Migration and Security- Budget \$5000 Project awarded to PEI Atlantic Business Federation, project underway, issues getting the domain name access

Grand Tracadie Survey/Parking Lot- Budget \$1500 Project awarded to ISE, awaiting completion, need topos for engineer drawing

Grand Tracadie basement water issue- Budget \$6500 Awarded to Boswall's- Almost complete

NSCC Washroom upgrades- awaiting quotes

Grand Tracadie Generator Project- Budget \$42,000 Using safe restart funds (\$13,000) climate challenge funding denied, concrete base in place

Grand Tracadie Rink- length increase 16'- Budget \$5566, panels received, awaiting installation

Stanhope Peninsula Water Study- Budget \$40,000 project awarded to CBCL- awaiting completion

Grand Tracadie Rink- Snowblower

NSCC Survey- Budget \$3200 from Capital- Project awarded to ISE

NSCC Water station: Maintenance Budget Quote \$1500 plus tax and installation COMPLETED \$3100

NSCC Roof repair- Budget \$14000 Gas Tax – COMPLETED

NSCC Flagpoles- 1 new pole and fix 2 existing poles- COMPLETED

Dog Waste Receptacle GT- COMPLETED

Report of Finance and Admin. meeting Aug. 15th / 2022

Call to order 4PM Present Gary Bradley, Howard Ellis, Peter Vriends , Gerard Watts, Stephanie Moase. Regrets Doug Smith, Rick Bain

Agenda Approved, no conflicts declared.

Minutes June 13th approved. Business arising. Updates on ongoing projects, roof repair completed, Jubilee plaque installed, delays continue on parking lot project until engineered drawings are received.

First quarter Budget update reviewed. No significant issues noted. CAO will look into options for short term investment of part of the main checking account balance since interest rates have risen.

July budget tracing reviewed,

Capital projects reviewed. Ballfield fencing to be done in Sept. Dugouts to be built and benches ordered. New garbage cans are in. complete grandstand has not yet arrived, Boswall's to start basement repair at Grand Tracadie center shortly. NSCC water station installed.

Mighty Oaks contract reviewed. To be tabled to next meeting when more financial information is obtained.

Recreation and Open space RFP's reviewed. Two bids submitted and reviewed. One proposal was significantly over our budget. Second proposal by Janice harper to be reviewed by Recreation Committee and references to be checked by CAO before a recommendation to Council.

Engineering and project management of medical lift project proposals reviewed. Committee recommends to Council that Coles Architecture and Engineering Projects be awarded the bid to design structure and project manage the lift installation for a bid of \$8800.00 plus H.S.T. This was the lowest bid and this firm already has engineered drawings of the building from previous work.

Meeting adjourned 5:15 PM, next meeting Sept. 19th, 2022 4PM

Chair, Peter Vriends

SEPT 2022 DEVELOPMENT PERMITS REPORT
THE RURAL MUNICIPALITY OF NORTH SHORE

| PROPERTY NUMBER | PROPERTY ADDRESS | PERMIT NUMBER | DATE PERMIT ISSUED | APPLICANT'S NAME | DESCRIPTION OF WORK |
|-----------------|-----------------------------------|---------------|--|--------------------------|--|
| 546077 | 50 Birchhill Dr, Stanhope | NS-22-024 | 20-Sep-22 | Peter & Joanne Boyd | Addition of garage to existing cottage |
| 796052 | 158 MacLauchlan Highlands | NS-22-086 | 8-Aug-22 | Doug Currie | Ground mounted solar panel |
| 490417 | 314 MacLauchlan Rd, West Covehead | NS-22-096 SD | Preliminary Approval 01/Sept/22 Final Approval 20/Sept/22 | Jenine Daley | Subdivision |
| 141762 | 40 Lakewood Lane Dalvay | NS-22-098 | 15-Sep-22 | John Likely | Demolition old dwelling |
| 685859 | 57 MacLauchland Highland | NS-22-099 | 15-Sep-22 | Renee Parker | Addition to existing shed |
| 555193 | 28 Spruce Lane | NS-22-100 | 22-Sep-22 | Alex Kuzmicz | Deck and Shed |
| 345439 | 669 Pleasant Grove Road | NS-22-101 | 22-Sep-22 | Danny Callaghan | Deck |
| 1066679 | 23 Garden Shore, West Covehead | NS-22-102 | 22-Sep-22 | Kyle & Kristina Chaisson | Deck and front step |

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

Topic: 2019-01-A Bylaw to Amend Enforcement and Summary Proceedings Bylaw

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|------------------------------|---|
| Date: Sept 9, 2022 | Request No: RFD-2022-025 <i>(Office Use Only)</i> |
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| Person: Nancy MacKinnon | Representing: Planning Board |
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Background: Since Nov 2021 Planning Board has been reviewing and discussing the ability to add Stop Work orders to the Bylaw. Upon further discussions with Legal found the best way to incorporate was through the existing Enforcement and Summary Proceedings Bylaw enacting the powers given through MGA section 238 as other Municipalities have currently been reviewing as well. Legal has provided a draft for Planning Board review.

Request: For Council to approve the 2019-01-A Bylaw to Amend the Enforcement and Summary Proceedings Bylaw

| Advantages | Disadvantages |
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| Allows Enforcement Officer to issue orders | |

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| Required Resources: | |
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| Staff Comments | |
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| CAO's Review / Comments | |
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**Rural Municipality of North Shore
REQUEST FOR DECISION
Topic: POL 2022-02 Flag Flying Policy**

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| Date: Sept 9, 2022 | Request No: RFD-2022-030 <i>(Office Use Only)</i> |
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| Person: Stephanie Moase | Representing: RMNS |
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Background: With the addition of our new flag pole at the North Shore Community Centre staff felt it was important to have a Council Policy to guide what flags are to be flown on the Municipal Flag Poles. This Flag Policy was developed and can be amended as required by Council to add new flags when deemed necessary.

Request: For Council to approve the 2022-02 Flag Flying Policy

| Advantages | Disadvantages |
|---|----------------------|
| -Clear direction for staff pertaining to the flying of flags on municipal flagpoles | |

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| Required Resources: | |
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| Staff Comments | |
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| CAO's Review / Comments | |
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**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic: Bylaw 2021-01-A Bylaw to Amend Shared Services Bylaw for Planning

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|------------------------------|---|
| Date: Sept 9, 2022 | Request No: RFD-2022-031 <i>(Office Use Only)</i> |
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|-----------------------------------|------------------------------|
| Person: Stephanie Moase | Representing: RMNS |
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Background: A Shared Services Bylaw was established to share the services of the Development Officer with the Rural Municipalities of Kingston and Miltonvale Park. With the hiring of Mirko Terrazas, the Municipality of Miltonvale Park requested that North Shore be the lead municipality this time as we have the greatest number of hours. An amendment has been written updating Schedule A outlining the agreement to share the services of the Development Officer

Request: For Council to approve the 2021-01-A Bylaw to Amend the Shared Services Bylaw for Planning

| Advantages | Disadvantages |
|--|----------------------|
| -Allow the Municipality to share services of the development officer with other municipalities | |

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| Required Resources: | |
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| Staff Comments | |
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| CAO's Review / Comments | |
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Rural Municipality of North Shore
REQUEST FOR DECISION
Topic: Request to Change Date of Nov Council Meeting

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|------------------------------|---|
| Date: Sept 9, 2022 | Request No: RFD-2022-032 <i>(Office Use Only)</i> |
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| Person: Stephanie Moase | Representing: RMNS |
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Background: CAO will be away from Nov 5 until Nov 12 and the regular meeting is scheduled for Nov 9

Request: For Council to approve the Nov Regular Council meeting be changed from Nov 9 to Nov 16 as it is the last meeting of the sitting Council.

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| Advantages -Allow CAO to attend the last meeting of the sitting Council | Disadvantages |
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| Required Resources: | |
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| Staff Comments | |
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| CAO's Review / Comments | |
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**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic: Architectural and Project Management for Medical Lift Award

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| Date: Sept 9, 2022 | Request No: RFD-2022-033 <i>(Office Use Only)</i> |
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| Person: Peter Vriends | Representing: Finance and Infrastructure |
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Background: CAO Stephanie Moase gathered quotes for the architectural and project management work for the medical lift. These were presented to Finance in Aug 2022. Finance recommended to move forward with the quote from Coles Associates.

Request: For Council to approve the award of the architectural and project management work to Coles Associates for \$8,800+HST.

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| Advantages | Disadvantages |
|-------------------|----------------------|

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| Required Resources: | Coles- \$8,800 +HST Archwork Studios- \$10,900 +HST Coast Design- \$9,950 +HST |
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| Staff Comments | |
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| CAO's Review / Comments | |
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**Rural Municipality of North Shore
REQUEST FOR DECISION**

Topic: Set a Date for Public Meeting for Rezoning Request PID 464271

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| Date: Sept 9, 2022 | Request No: RFD-2022-034 <i>(Office Use Only)</i> |
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| Person: Nancy MacKinnon | Representing: Planning Board |
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Background: Development Officer Mirko Terrazas received a rezoning request for parcel PID 464271 from Agricultural (A) to Residential (R) for the purpose of a residential subdivision. Mirko reviewed the application and recommended to Planning Board to recommend to Council to set a date for a Public Meeting.

Request: Council to set a date for a Public Meeting for the Rezoning Request for PID 464271 no earlier than Wednesday Oct 5, 2022.

| Advantages | Disadvantages |
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| Required Resources: | |
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| CAO's Review / Comments | |
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July 28, 2022

Stephanie Moase
CAO Rural Municipality of North Shore
2120 Covehead Road
York, PE, C0A1P0

Dear Stephanie,

Thank you for your recent correspondence to Parks Canada regarding Stanhope Cape beach accessibility. We understand and appreciate your concerns regarding the Stanhope Cape Beach visitor offer.

We recognize the importance of Stanhope Cape to the residents of the municipality, and in response to past concerns expressed to us about this location, we installed the new hand railing at normal height along the length of the designated beach access at this location. We are pleased to hear that this new handrail is of some assistance.

In recent years Parks Canada has implemented a variety of low impact solutions in an effort to enhance safe passage over this dune crossing path. These have included a Dutch sand ladder and beach matting. The response from residents was that both the ladder and the matting created additional tripping or slipping hazards and these features were subsequently removed by our staff.

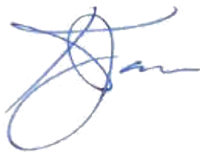
While we have considered and explored other options that have been proposed, our mandated commitment is to ensure the continued integrity of the dunes and coastal ecosystem at Stanhope Cape so that it continues to be as resilient and healthy in the future as it is today.

In an effort to satisfy a wide range of resident and visitor needs, Parks Canada has invested heavily in accessibility improvements at Stanhope Main, Brackley and Cavendish beaches. Community members for whom accessibility is a concern are encouraged to use one of those two locations for the safest and best equipped experience. Additionally, several mobility aids are available at these locations, including sand wheelchairs, buoyant wheelchairs, and new trail-riders (which can be reserved by calling 902-566-7050). A trail-rider has also recently been added at Greenwich. More information on our various accessible offers are available on this webpage: [Accessible facilities - Prince Edward Island National Park \(pc.gc.ca\)](https://www.pc.gc.ca/en/accessible-facilities-prince-edward-island-national-park)

We value your input and acknowledge our common interest in ensuring that our beautiful island coastal ecosystem is enjoyed and protected for many years to come. While there are no current plans to install a wooden walkway with handrails at the Stanhope Cape beach access, your suggestion is noted and will be taken into consideration in future planning.

Should you have any further questions, please don't hesitate to follow up.

Kind regards,

A handwritten signature in blue ink, appearing to read 'Karen Jans', with a stylized flourish at the end.

Karen Jans

Field Unit Superintendent, Prince Edward Island
Parks Canada / Government of Canada
2 Palmers Lane Charlottetown, PE C1A 5V8
Karen.jans@pc.gc.ca Tel: 902-566-7362