

AGENDA

Closed Council Meeting – Rural Municipality of North Shore **6:00 pm Wednesday, Mar 11th, 2020**

Pursuant to MGA section 119 (1) (f).

AGENDA

Regular Council Meeting – Rural Municipality of North Shore **7:00 pm Wednesday, Mar 11th, 2020**

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

2.1 Disclosure of Pecuniary or other Conflicts of Interest

3. APPROVAL OF THE MINUTES FROM

PUBLIC MEETING 6PM FEB 12th, 2020

REGULAR MEETING 7PM FEB 12th, 2020

3.1 Business arising from the minutes

4. DELEGATIONS SPECIAL SPEAKERS AND PUBLIC INPUT

5. REPORTS

5.1. Mayor's Report

5.2. CAO Report

5.3. Finance and Administration Minutes from Feb 24, 2020 & Monthly Financial Report

5.4. Water and Environment Minutes from Feb 24, 2020 Meeting

5.5. EMO Committee- No Meeting

5.6. Development Permit Report- February Permit Report

5.7. Recreation and Engagement Committee- Minutes from Feb 2, 2020 meeting

5.8. Special Committee on the Official Plan Review Report from Hope and Public meeting

6. NEW BUSINESS (REQUESTS FOR DECISION)

6.1 Epilepsy Day Proclamation

6.2 Operational and Capital Budget

6.3 Shared Services Bylaw First Reading

7. CORRESPONDENCE

8. NEXT MEETING: April 8, 2020 7:00pm Grand Tracadie School Center

9. ADJOURNMENT

APPROVED MINUTES

Regular Council Meeting – Rural Municipality of North Shore

Wednesday March 11th, 2020

PRESENT:

Mayor Gerard Watts, Deputy Mayor Nancy MacKinnon, Councilors - Krista Shaw, Derek Cook, Peter Vriends and CAO Stephanie Moase. Councilor Bob Doyle on phone
4 members of the public.

REGRETS: Councilor Wanson Hemphill

1. CALL TO ORDER: 7:00 pm by Mayor Gerard Watts

2. APPROVAL OF THE AGENDA:

It was duly moved and seconded that the agenda be approved with the addition of 6.4 Approval of a Micro Brewery and 6.5 Rental of floor polisher/stripper and 6.6 Resident Concerns.

Moved by Councilor Krista Shaw, seconded by Councilor Derek Cook.

5-0

MOTION CARRIED 2020-03-025

2.1 DISCLOSURE OF CONFLICT OF INTEREST:

Part VI, Section 96 of the *Municipalities Act*

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

DECLARATIONS: There were none.

3. APPROVAL OF MINUTES

It was duly moved and seconded that the minutes of the Public Budget Consultation on February 12th, 2020 meeting be approved as presented.

Moved by Councilor Peter Vriends, seconded by Councilor Nancy MacKinnon

5-0

MOTION CARRIED 2020-03-026

It was duly moved and seconded that the minutes of the February 12th, 2020 Regular Monthly Meeting be approved as presented.

Moved by Councilor Peter Vriends, seconded by Councilor Krista Shaw

5-0

MOTION CARRIED

2020-03-027

3.1. BUSINESS ARISING FROM THE MINUTES

Councilor Krista Shaw asked if there was any information regarding the Official Announcement that was scheduled for Feb 10, 2019 and was not announced, regarding the Broadband Infrastructure. CAO Stephanie Moase said she had spoken with Joe Rowledge several times and he stated an announcement is pending.

Councilor Nancy MacKinnon asked about the removal of the boardwalk at the end of the Watts Road and the council in disagreement with this decision. CAO Stephanie Moase will write a letter to Parks to let them know Council is not in favour of this decision.

It was duly moved and seconded that a letter be sent stating that the council is not in favor of Parks removing the boardwalk from the Watts Road and we do not support their decision.

Moved by Councilor Nancy MacKinnon, seconded by Derek Cook.

5-0

MOTION CARRIED

2020-03-028

Mayor Gerard Watts asked if the Terms of Reference for Committees is required to be approved by Council. CAO Stephanie Moase had checked this out with Municipal Affairs and they said it is based on our Procedural Bylaw. Currently it does not require this. Concensus was to update Procedural Bylaw to add the requirement for Council to approve TOR for Committees.

Active Transportation Fund should be added to Facebook and Website to encourage residents to add their input.

4. DELEGATIONS, SPECIAL SPEAKERS AND PUBLIC INPUT

5. REPORTS

5.1. Mayor's Report

Mayor Gerard Watts reported that himself, Jeremy Fraser, Gary Bradley and Howard Ellis went to view a set of Rink Boards for Grand Tracadie. They are in great shape but smaller than the current size of the rink. The Recreation Committee will look into how they are installed and what best way to move forward whether to purchase additional boards to increase the size or reduce the size of the rink. Mayor acquired some nets for the North Shore rink from North Rustico.

A discussion was held regarding the Grand Tracadie Commons, whether a Quieting of Titles was required. CAO Stephanie Moase will continue to look into options for it. Will be speaking with Minister Thompson about how the Department of Agriculture and Land can work with us on this. A letter will be drafted to be

sent to the ATV Club that the signed agreement with the Community of Grand Tracadie was not valid. Councilor Krista Shaw wants the language of the letter to be cautious.

5.2 CAO Report

CAO's REPORT February 2020

- Rinks at both sites running and well used. Had a nice group for the Skate and Bonfire Feb 15 at North Shore Centre Rink. Thanks to all volunteers and donations received to put up lights at Grand Tracadie!
- Winter Survival Party at Stanhope Place Feb 16 went well, but it was a nice day so numbers were a bit down.
- There were 30 Residents plus Council and committee members at the Public Meeting on Feb 13th for consultation on the Draft Official Plan. We heard many good suggestions and more have been coming in via email. The Committee will begin the Landuse Bylaw Review and Update once they are happy with the Official Plan Draft.
- The PSB Grant for 5% return of our HST for 2019 has been completed and sent in
- Continuing to make changes and Updates to the Website
- Met with Sarah to prepare for audit
- Completed the preliminary Audit Feb 24th – 28 with ABCE
- With Jennifer, completed applications for two student positions with Jobs for Youth and Canada Summer Jobs
- Working with Finance and Administration to create Proposed Budgets for upcoming fiscal year
- Working with Jennifer in events and coordination, Bouncies have been booked for Canada Day. Many great events coming in March for March Break
- Working with Derek French on several Planning Applications
- Gathering quotes to move forward with Capital Projects

CAPITAL PROJECTS

Grand Tracadie School Painting- 12,075 – Completed

Grand Tracadie and NS Ballfield Upgrades- 16,071.25 - Completed

North Shore Wheelchair Ramp/Rails- 7,814.25 – Completed

CAO Stephanie Moase discussed preliminary quotes for laptops for Council to remove the need for printing Council document packages

It was duly moved and seconded that 8 laptops be purchased up to a maximum of \$4000

Moved by Councilor Krista Shaw, seconded by Nancy MacKinnon

5-0

MOTION CARRIED

2020-03-029

5.3 Finance and Administration Committee

Mayor Gerard Watts stated the last meeting was very focused on the budget. Discussion about facility rentals and a need to ensure that longterm rental fees are current. Need to encourage more Community Activity use. Councilor Nancy MacKinnon mentioned that some members that had come to Community School were interested in continuing to do drop-ins once per month. Discussion on

what type of rental that would be, probably a low \$1- \$2 drop-in fee for anyone wanting to come for the evening or the regular \$25 per hour. Other drop-in groups pay from \$1-\$5 depending on the activity and time.

Mayor Gerard Watts referred Council to the Monthly Financial Report in their package. CAO Stephanie Moase stated \$75000 was placed in a GIC for Capital Reserve Fund.

5.4 Water and Environment Committee

Councilor Peter Vriends asked about the recommendations being put forward by the Committee regarding the spreading of Bio-solids. Cao Stephanie Moase explained that the Committee has not completed their work on this but have been comparing other Provincial standards and will make recommendations asking PEI standards to be in line with other Provinces. Council will review the recommendations when they are complete.

5.5 EMO Committee

Councilor Derek Cook stated he attended an Emergency Training Course and was able to meet many people to learn more about EMO. The Committee is working towards filling out all requirements in the Emergency Management Plan. Getting all forms that are required, Next meeting scheduled for March 25/2020

5.6 Development Permit Report

Chairperson, Councilor Krista Shaw referred Council to the February Permit Report. The Committee met to get acquainted as they had not had a meeting under the new Chair. Brought everyone up to speed with items that are currently in progress. There will be a Public Meeting for a Rezoning request on Tuesday March 23, 2020 at 7pm.

5.7 Recreation and Engagment Committee

Mayor Gerard discussed with Myron regarding continuing using his land for soccer fields, he was completely on board.

Councilor Bob Doyle stated the Recreation Committee discussed upgrading the second Ballfield at the NSCC to bring it up to par. There will be a Public Meeting for Recreation Thursday March 12th, 7pm.

5.8 Special Committee on the Official Plan Review

Councilor Peter Vriends mentioned that we had a great turnout for our Public Meeting with lots of input. Hope will be updating the Draft to include items that Committee discussed. The Official Plan is still in Draft so we still welcome comments on it even while updating the Landuse Bylaw. There will be a minimum of 2 more Public Meetings before the adoption by Council.

6. NEW BUSINESS

6.1 Epilepsy Day Proclamation

Whereas Purple Day is a global effort dedicated to promoting epilepsy awareness in countries around the world and,

Whereas epilepsy is one of the most common neurological conditions, estimated to affect over 50 million people worldwide and 42 people in Canada are diagnosed every day, and

Whereas one in ten persons will have at least one seizure during his or her lifetime, and

Whereas the public is often unable to recognize common seizure types, or how to respond with appropriate first aid, and

Whereas Purple Day will be celebrated on March 26 annually to increase understanding, reduce stigma and improve the quality of life for people with epilepsy throughout the country and globally.

Now, therefore, I do hereby proclaim March 26, 2020, "Purple Day", in an effort to raise awareness of epilepsy in Canada.

Moved by Councilor Nancy MacKinnon, seconded by Derek Cook

5-0

MOTION CARRIED

2020-03-030

6.2 Operational And Capital Budget

Mayor Gerard Watts referred Council to the Tax Assessment document in the Council package.

It was duly moved and seconded that the tax rates be approved as follows

Grand Tracadie Residential 0.17 Commercial 0.25

North Shore Residential 0.18 Commercial 0.18

Pleasant Grove Residential 0.12 Commercial 0.12

Moved by Councilor Peter Vriends, seconded by Nancy MacKinnon

5-0

MOTION CARRIED

2020-03-031

Mayor Watts referred Council to the Operational Budget and Capital Budget in the Council Package.

It was duly moved and seconded that the Operational Budget with Total Revenue 572,819.15 and Total Expenses 571,489.47 and the Capital Budget be approved

Moved by Councilor Krista Shaw, seconded by Derek Cook

5-0

MOTION CARRIED

2020-03-032

6.3 Shared Services Bylaw

Mayor Gerard Watts referred Council to the Shared Services Bylaw 2020-03 in the Council package.

It was duly moved and seconded that the Shared Services Bylaw 2020-03 be read a first time

Moved by Councilor Peter Vriends, seconded by Nancy MacKinnon

5-0

MOTION CARRIED

2020-03-033

It was duly moved and seconded that the first reading of the Shared Services Bylaw be approved

Moved by Councilor Peter Vriends, seconded by Krista Shaw

5-0

MOTION CARRIED

2020-03-034

6.4 Approval of a Micro Brewery

Tabled until Council could get more information on what they are approving.

6.5 Rental of Floor Polisher/Stripper

Request from York Community Hall to rent the floor stripper/polisher. Council was ok with this as they lent out chairs when we were short.

6.6 Resident Concerns

Councilor Krista Shaw had a resident ask about paving the smaller parking lot at NSCC.

Councilor Nancy MacKinnon and Derek Cook both had residents asking about internet.

Mayor Gerard Watts had a resident ask about whether Wolf Manor should be allowed to use Public Roads to conduct Pony Rides. This will have to be addressed with TIE as the Municipality does not own the roads.

7 CORRESPONDENCE

8 NEXT MEETING:

Regular Council Meeting Wednesday April 8, 2020 @ 7pm – Grand Tracadie School Centre.

9 ADJOURNMENT:

There being no further business, the meeting adjourned at 8:45pm.

Moved by Councilor Peter Vriends, seconded by Councilor Nancy MacKinnon

5-0

MOTION CARRIED: 2020-03-035

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: Stephanie Moase, CAO

DATE:

Community of North Shore Budget Tracking Per Month

March 2020					
ACCOUNT	2019/2020 BUDGET	Mar 2020	YTD ACTUAL AS Feb. 29, 20	BUDGET REMAINING	BUDGET REMAINING AS PERCENTAGE
REVENUE					
Property Taxes	\$ 229,461.36	\$ 20,107.28	\$ 249,849.43	-\$ 40,495.35	0%
<i>Planning & Development</i>					
Building Permits	\$ 10,000.00	\$ 1,297.60	\$ 8,129.06	\$ 573.34	6%
Equalization Grant	\$ 4,386.00	\$ 365.50	\$ 4,020.50	\$ -	0%
Green Space	\$ -	\$ -	\$ 3,622.50	-\$ 3,622.50	0%
Fines	\$ -	\$ -	\$ -	\$ -	0%
Planning & Development Province 1.1 cent per hu	\$ 21,331.42	\$ 1,856.72	\$ -	\$ 19,474.70	91%
<i>NS Community Centre</i>					
Centre Rentals	\$ 26,000.00	\$ 994.00	\$ 24,553.10	\$ 452.90	2%
Centre Bar	\$ 10,500.00	\$ 106.90	\$ 15,532.80	-\$ 5,139.70	0%
Community Events	\$ 2,000.00	\$ 612.00	\$ 829.78	\$ 558.22	28%
Ball Hockey & Learn to Play Ball	\$ -	\$ -	\$ 1,680.00	-\$ 1,680.00	0%
Wage Grant (JFY/Feds)	\$ 6,000.00	\$ -	-\$ 968.24	\$ 6,968.24	116%
Miscellaneous Income	\$ 1,250.00	\$ -	\$ 440.85	\$ 809.15	65%
<i>Stanhope Place</i>					
Friends of the Bay	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -	0%
Stanhope Place Rentals	\$ 800.00	\$ -	\$ 391.00	\$ 409.00	51%
Stanhope Place Cards	\$ 2,000.00	\$ 380.00	\$ 1,510.00	\$ 110.00	6%
Stanhope Heritage Association	\$ -	\$ -	\$ 5,880.00	-\$ 5,880.00	0%
<i>Grand Tracadie</i>					
Rentals	\$ -	\$ -	\$ 183.05	-\$ 183.05	0%
<i>Funding</i>					
Canada Day/OEE/Violence	\$ 4,000.00	\$ 25,000.00	\$ 3,100.00	-\$ 24,100.00	0%
Funding (Infrastructure/Community)	\$ -	\$ 2,561.52	\$ 44,115.00	-\$ 46,676.52	0%
Grants/Government of PEI Assistance	\$ -	\$ -	\$ 3,140.00	-\$ 3,140.00	0%
Gas Tax Funding	\$ -	\$ -	\$ 29,832.00	-\$ 29,832.00	0%
Funding for Capital Items TBD	\$ -	\$ -	\$ -	\$ -	0%
Interest Income/Miscellaneous	\$ 1,500.00	\$ 16.59	\$ 502.40	\$ 981.01	65%
TOTAL REVENUE	\$ 323,228.78	\$ 57,298.11	\$ 396,343.23	-\$ 130,412.56	

EXPENSES					
<i>Administrative/Municipal</i>					
Administrator's Wages inc. MERCS	\$ 56,784.00	\$ 5,814.79	\$ 47,039.54	\$ 3,929.67	7%
Administrator Mileage	\$ 1,000.00	\$ 65.00	\$ 525.50	\$ 409.50	41%
Health Insurance	\$ 4,750.00	\$ -	\$ 1,097.59	\$ 3,652.41	77%
Professional Fees/Bookkeeping/Audit	\$ 12,000.00	\$ 410.00	\$ 4,967.80	\$ 6,622.20	55%
Legal Services	\$ 5,000.00	\$ -	\$ 12,945.26	-\$ 7,945.26	-159%
Website Hosting	\$ 1,500.00	\$ 116.82	\$ 1,425.50	-\$ 42.32	-3%
Councillor Remuneration	\$ 17,000.00	\$ 4,250.00	\$ 12,750.00	\$ -	0%
Councillor Mileage	\$ 700.00	\$ 236.00	\$ 328.00	\$ 136.00	19%
Equipment	\$ 500.00	\$ -	\$ 514.80	-\$ 14.80	-3%
Elections	\$ -	\$ -	\$ -	\$ -	0%
Conference/Dues	\$ 8,000.00	\$ 3,969.86	\$ 5,633.01	-\$ 1,602.87	-20%
Insurance	\$ 16,500.00	\$ -	\$ 17,277.00	-\$ 777.00	-5%
Advertising	\$ -	\$ -	\$ -	\$ -	0%
Public Meetings	\$ 1,000.00	\$ -	\$ 427.00	\$ 573.00	57%
Newsletter/Printing/Postage	\$ 4,000.00	\$ -	\$ 1,607.88	\$ 2,392.12	60%
Office Expenses	\$ 4,000.00	\$ 159.62	\$ 2,988.01	\$ 852.37	21%
Interest and bank fees	\$ 1,500.00	\$ 26.00	\$ 1,016.96	\$ 457.04	30%
Telephone/Internet	\$ 3,800.00	\$ 1,412.05	\$ 4,069.86	-\$ 1,681.91	-44%
Donations	\$ 250.00	\$ -	\$ -	\$ 250.00	100%
Staff Training	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	100%
Capital Expenditures	\$ -	\$ -	\$ 2,404.60	-\$ 2,404.60	0%
Total Administrative/Municipal	\$ 139,284.00	\$ 16,460.14	\$ 117,018.31	\$ 5,805.55	4%
<i>Planning/Development</i>					
Planning Consulting Fees	\$ 10,000.00	\$ -	\$ 7,116.73	\$ 2,883.27	29%
Official Plan Admin/Enforcement	\$ 2,500.00	\$ -	\$ 1,560.00	\$ 940.00	38%
Planning Consultant	\$ 9,500.00	\$ -	\$ 13,566.64	-\$ 4,066.64	-43%
Planning Committee Costs	\$ 500.00	\$ 566.50	\$ -	-\$ 66.50	-13%
Planning Mileage	\$ 125.00	\$ -	\$ -	\$ 125.00	100%
Total Planning/Development	\$ 22,625.00	\$ 566.50	\$ 22,243.37	-\$ 184.87	-1%
Water & Wastewater Services	\$ 2,500.00	\$ 132.00	\$ -	\$ 2,368.00	95%
EMO - Emergency Measures Organization	\$ 2,750.00	\$ -	\$ 301.19	\$ 2,448.81	89%
<i>Facilities and Public Property</i>					

North Shore Community Centre					
Centre Wages inc. MERCs	\$ 30,016.00	\$ 2,975.74	\$ 23,779.74	\$ 3,260.52	11%
Activities Supplies/Licenses/Misc.	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	100%
Bar/Canteen (licenses & bartenders)	\$ 4,375.00	\$ -	\$ 9,250.97	-\$ 4,875.97	-111%
Electricity	\$ 8,000.00	\$ 789.72	\$ 8,144.02	-\$ 933.74	-12%
Casual/Student Wages	\$ 16,141.00	\$ -	\$ 720.00	\$ 15,421.00	96%
Centre Mileage	\$ 500.00	\$ 30.00	\$ 407.70	\$ 62.30	12%
Repair/Maintenance	\$ 17,000.00	\$ 140.99	\$ 17,832.34	-\$ 973.33	-6%
Snow Removal	\$ 2,985.00	\$ 200.00	\$ 1,941.74	\$ 843.26	28%
Heat Oil/Utilities	\$ 6,250.00	\$ 315.00	\$ 6,061.62	-\$ 126.62	-2%
Septic Fix	\$ -	\$ -	\$ -	\$ -	0%
Heating Review	\$ -	\$ -	\$ -	\$ -	0%
Energy Retrofits/Insulation/Misc.	\$ -	\$ -	\$ -	\$ -	0%
Payment/Interest on demand loan	\$ -	\$ -	\$ -	\$ -	0%
Capital Expenditures	\$ -	\$ -	\$ 14,597.96	-\$ 14,597.96	0%
Total North Shore Community Centre	\$ 87,767.00	\$ 4,451.45	\$ 82,736.09	\$ 579.46	1%
Stanhope Place					
Heat	\$ 625.00	\$ -	\$ 516.70	\$ 108.30	17%
Electricity	\$ 5,000.00	\$ 604.44	\$ 4,228.96	\$ 166.60	3%
Capital Expenditures	\$ -	\$ -	\$ 2,304.50	-\$ 2,304.50	0%
Repair/Maintenance	\$ 2,500.00	\$ -	\$ 784.85	\$ 1,715.15	69%
Snow Removal	\$ 800.00	\$ -	\$ -	\$ 800.00	100%
Total Stanhope Place	\$ 8,925.00	\$ 604.44	\$ 7,835.01	\$ 485.55	5%
Promenade					
Promenade Maintenance	\$ 5,000.00	\$ -	\$ 3,334.86	\$ 1,665.14	33%
Promenade Lighting	\$ 907.50	\$ 60.08	\$ 663.17	\$ 184.25	20%
Total Promenade	\$ 5,907.50	\$ 60.08	\$ 3,998.03	\$ 1,849.39	31%
Grand Tracadie Community Centre					
Electricity	\$ -	\$ 960.27	\$ 5,661.43	-\$ 6,621.70	0%
Heat	\$ 8,000.00	\$ -	\$ 1,399.92	\$ 6,600.08	83%
Maintenance	\$ 3,200.00	\$ 399.72	\$ 1,111.52	\$ 1,688.76	53%
Capital Expenditures	\$ -	\$ -	\$ 29,857.82	-\$ 29,857.82	0%
Other	\$ -	\$ -	\$ 980.75	-\$ 980.75	0%
Total Grand Tracadie Community Centre	\$ 11,200.00	\$ 1,359.99	\$ 39,011.44	-\$ 29,171.43	-260%
Total Facilities and Public Property	\$ 113,799.50	\$ 6,475.96	\$ 133,580.57	-\$ 26,257.03	-23%

<i>Recreation</i>					
Community Grants	\$ 3,500.00	\$ -	\$ 1,000.00	\$ 2,500.00	71%
Friends of Covehead Bay	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	100%
Soccer	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	100%
Event Expenses	\$ 10,500.00	\$ 902.43	\$ 12,093.77	-\$ 2,496.20	-24%
<i>Total Recreation</i>	\$ 19,000.00	\$ 902.43	\$ 13,093.77	\$ 5,003.80	26%
TOTAL EXPENSES	\$ 299,958.50	\$ 310,774.24	-\$ 10,815.74	-4%	
SURPLUS/DEFICIT YTD	\$ 23,270	\$ 142,867			
CAPITAL FUND	\$ 23,270	\$ -			
SURPLUS/DEFICIT W/ CAPITAL FUND	\$ -	\$ 142,867			

BALANCE SHEET - as at March 31, 2020

ASSET

Current Assets

Bank - Community	134,631.26	
Can-PEI Infrastructure (Gas Tax)	233,320.77	
Rest Cash - Green Space/Rec - Comm	5,840.00	
Official Plan/Greenspace - Comm	19,543.74	
Capital GIC (0253)	75,000.00	
Petty Cash - Community	41.70	
GIC - Reserve Fund (1694)	100,000.00	
GIC - Reserve Fund (8183)	10,373.80	
Total Cash		578,751.27
Accounts Receivable	15,198.17	
GST/HST Recievable	12,079.94	
GST/HST receivable - Grand Tracadie	2,897.56	
Total Receivables		30,175.67
Inventory - Bar - NSCC	1,440.64	
Total Inventory		1,440.64
Prepaid Expenses		9,606.36
Total Current Assets		619,973.94

Capital Assets

Accum Amort Computer	-314.00
Computer	965.03
Land	10,000.00
Land - Grand Tracadie	1.00
Building	945,284.20
Acc Amort - Building	-360,345.45
Land Improvements	45,112.57
Accum Amort - Land Improvements	-10,393.00
Promenade	799,177.88
Acc Amort - Promenade	-341,639.74
Equipment	92,520.11
Acc Amort - Equipement	-63,978.57
Equipment - Grand Tracadie	10,000.00
Accum amort - Equip - Grand Tracadi	-2,500.00
Ball Field - Grand Tracadie	16,180.00
Accum Amort - Ball Field - Grand Tr	-11,462.00
Walking Track - Grand Tracadie	26,000.00
Accum Amort - Walking Track - Grand	-13,813.00
School Centre - Grand Tracadie	64,562.00
Accum Amort - School Centre - Grand	-7,828.00
Floating Dock System - Covehead	18,605.88
Accum Amort - Floating Dock System	-581.00
Electric Sign - Grand Tracadie	4,305.50
Accum Amort - Electric Sign - Grand	-862.00
Electric Sign - NSCC	38,463.30
Accum Amort - Electric Sign - NSCC	-5,669.00
Total Capital Assets	<u>1,251,791.71</u>
TOTAL ASSET	<u><u>1,871,765.65</u></u>

LIABILITY

Current Liabilities

Accounts payable - trade	8,284.18
BMO MasterCard - Gerard	2,573.76
Accrued Liabilities - Community	-0.22
Accrued Accounting	5,499.79

GST/HST Payable	-108.47	
GST/HST Payable Grand Tracadie	256.96	
CPP Payable	1,897.82	
EI Payable	946.20	
Income tax payable	4,437.32	
Vacation Pay Payable	2,490.31	
PST Payable	<u>-66.46</u>	
Total Accounts payable & accruals		26,211.19
Deferred Revenue Official Plan		1,022.43
Deferred Revenue - Green Space/Rec		25,083.44
Deferred Revenue - Gas Tax		<u>164,429.36</u>
Total Current Liabilities		<u>216,746.42</u>
TOTAL LIABILITY		<u>216,746.42</u>
EQUITY		
Surplus		
Operating Fund		1,512,152.13
Current Earnings		<u>142,867.10</u>
Total Operating Fund		<u>1,655,019.23</u>
TOTAL EQUITY		<u>1,655,019.23</u>
LIABILITIES AND EQUITY		<u><u>1,871,765.65</u></u>

February 2020 DEVELOPMENT PERMITS REPORT
THE RURAL MUNICIPALITY OF NORTH SHORE

PERMIT NUMBER	DATE PERMIT ISSUED	STATUS	PROPERTY NUMBER	APPLICANT NAME	ADDRESS	APPROVAL/PERMIT TYPE
NS-20-01	2020-02-06	Approved	496315	Stephen & Caroll Fitzpatrick	21 Lily Lane, Stanhope	Addition to Cottage
NS-20-08	2020-02-12	Approved	648212	Norman & Edith MacLauchlan	149 MacLauchlan Road	Enlarge Existing lot
NS-20-09	2020-02-10	Approved	138636	Norman & Edith MacLauchlan	148 MacLauchlan Road	Subdivide lot
NS-20-10	2020-02-12	Approved	1043363	Eugene Doyle	Maggie Lane	Subdivision
NS-20-02	2020-02-13	Approved	1043363	Eugene Doyle	Maggie Lane	Construct a single family dwelling
NS-20-03	2020-02-13	Approved	1043363	Eugene Doyle	Maggie Lane	Construct a single family dwelling

MEETING MINUTES

Official Plan Draft Public Meeting – Rural Municipality of North Shore Thursday, February 13th, 2020

PRESENT:

Mayor Gerard Watts, Deputy Mayor Nancy MacKinnon, Councilors - Krista Shaw, Derek Cook, Bob Doyle, Peter Vriends and CAO Stephanie Moase Committee Members – Janet Ellis, Joe Doran

28 members of the Public

While a number of the comments were more 'Bylaw' related, there are a number of issues we can address by amending the proposed policies in the Plan and/or adding additional ones. The following are the topics that we'll be looking into further this week as a result of the feedback.

1. Commercial operations (non-resource related). A resident was concerned that as proposed the policies made the community sound "closed to business" and that provisions should be in place to support some types of commercial services for the growing population (e.g. grocery services, convenience stores, daycare, hair salons etc.). While residents hadn't previously expressed a desire for commercial development during the workshop/survey, I think that this resident had some good points. I think we can provide criteria for which commercial services would be supported in the community, and a property owner would then have the option to apply for a rezoning should they want to. We will not however identify and zone properties on the map in advance as the 'future commercial district' as you would typically see in a community with a defined "town center".
2. Residential subdivisions in the agricultural zone. A number of residents expressed concern that the existing Agricultural zone regulations (in the current Bylaw) were ineffective. Again, this resident had some very good points to be considered moving forward with the Bylaw review, but additional policies in the Plan may be necessary to support such changes to the Bylaw. Currently to subdivide a lot in the Ag zone, the minimum lot size is 2 acres/lot. While we do not want to support further strip development in the agricultural area, the larger lot size actually works against the policies to protect Ag. Land. For example, you are permitted up to a maximum of 4 lots but if you subdivide all 4 lots, you take 8 acres out of production. Alternatively, if the maximum of 4 lots were for smaller lots (ex. 1 acre/lot), only 4 acres would be taken out of the productive agricultural land. Any larger subdivisions (more than 4 lots) should require a public review process and be considered through a rezoning application (to rezone from agriculture to residential). The criteria for consideration to support such a rezoning, would relate to the proposed design of the subdivision, development of a public street, public land dedication for parks and/or trail connectivity, and any other issues relating to sustainable residential service provisions.
3. While the current review process is not intended to address individual applications for rezonings, there will be a number of properties rezoned as a result of the policies/objectives proposed. There were a number of comments and questions raised at the meeting regarding past rezonings that occurred during the last Bylaw review and that the property owners felt they were not properly notified. While it is not a requirement of the process in the Planning Act, the committee could consider an additional step in our current review process, to include direct notification to any affected property owners, IF their property is proposed to be changed in the proposed Future Land Use map or Zoning Map. The letter would explain that their existing use continues to be a legally existing use – so nothing changes, unless they plan to redevelop the parcel. In particular, this would impact those properties currently zoned residential that will be changing to Agriculture, those properties to be designated as "transportation corridor" zone (the private roads that are currently zoned for residential use); and any other parcels with changes proposed. Notification letters would not be required for Pleasant Grove or Grand Tracadie properties as zoning is new to everyone in this area, but we could make a spreadsheet available

online organized by PID, so that everyone (including the unchanged North Shore properties) can easily look up what zone they are in.

4. Locally owned/maintained utility services. The issue was raised that should future services be required in certain areas of the municipality (in particular, in the Stanhope Peninsula where lots are undersized and water resources have been previously identified as at risk) that the residents of the other areas should not have to pay for a future water supply. The Planning Act/MGA now allows for tiered taxation rates and would propose that we add an additional policy that would make it clear that only those residents who are connected to a municipally owned water supply, should it be necessary to provide it in the future, would contribute to the payment of such services. It is a common misconception that everyone must pay for the benefits of a few, when a municipality offers services that are only made available to some properties. I would further add under both the Sewage Disposal System and Water Supply Policies that the municipality is not be responsible for the coordination of property owners into home-owner associations (or equivalent), but that the municipality would support the efforts of such a group if they wish to coordinate themselves to develop and maintain a privately owned water or wastewater system.

5. Home owner associations. A resident raised the question as to the roll and responsibilities of the municipality with regards to Home Owner Associations and restrictive covenants. While I explained to the resident that the municipality is not responsible for enforcing restrictive covenants, the municipality could help themselves in this regard by adding a statement on the development permit application and having applicants “check off” a box declaring that they understand that they are responsible for ensuring their application is in compliance with any restrictive covenants that may be registered on their property and that the municipality has no authority to regulate such provisions.

6. Finally, we received a number of specific comments from a resident who has a long history and experience with planning. Most of her comments were with regards to her interpretations of the policies and concerns that due to current wording that the municipality might find themselves challenged as being financially responsible for something in the future. I have reviewed her comments in detail and I am working on some revised wording to clarify as needed. I will provide an updated draft of the Official Plan accordingly before our next meeting.

2020/2021 Municipality of North Shore Operational Budegt

ACCOUNT	2019/2020 BUDGET	2020/2021 BUDGET
REVENUE		
Property Taxes	\$ 422,740.55	\$ 471,504.20
<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 pe	\$ 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	\$ 572,819.15
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	\$ 15,000.00
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
Total Administrative/Municipal	\$ 139,284.00	\$ 167,310.00
<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
Total Planning/Development	\$ 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	\$ 571,489.47
SURPLUS/DEFICIT YTD		
	\$ 25,770	\$ 1,330
Capital Reserve		
	\$ 25,770	\$ 1,330
Reserve Funds		
SURPLUS/DEFICIT W/ CAPITAL FUND	\$ -	\$ -

North Shore 2020/2021 Capital Budget

Project	Municipal Capital Reserve Funding	Gas Tax Funding	Community Revitalization Funding	MSC Funding	New Horizons for Seniors Funding	Total Cost
Grand Tracadie School Energy Upgrades	\$ 1,101.14	\$ 24,225.00				\$ 25,326.14
Outdoor Rink Upgrades	\$ 1,101.14	\$ 24,225.00	\$ 6,000.00			\$ 31,326.14
Pleasant Grove Park and Playground	\$ 1,101.14	\$ 24,225.00				\$ 25,326.14
Grand Tracadie Building Renovations	\$ 6,037.00					\$ 6,037.00
Kitchen - Grand Tracadie CC			\$ 25,000.00		\$ 25,000.00	\$ 50,000.00
Front Entryway - Grand Tracadie CC		\$ 25,000.00	\$ 25,000.00			\$ 50,000.00
Windows - Grand Tracadie CC		\$ 15,000.00	\$ 15,000.00			\$ 30,000.00
NSCC Accessibilty Upgrades	\$ 4,500.00	\$ 30,000.00				\$ 34,500.00
Official Land Use Plan	\$ 3,089.96			\$ 20,599.75		\$ 23,689.71
Replace Entry Steps at Stanhope Center	\$ 1,200.00	\$ 8,000.00				\$ 9,200.00
Sports Fields Upgrades- ball field	\$ 1,200.00	\$ 8,000.00	\$ 8,000.00			\$ 17,200.00
Sports Fields Upgrades- Storage Building	\$ 1,200.00	\$ 8,000.00				\$ 9,200.00
Stanhope Place Oil Tank Replacement	\$ 2,500.00					\$ 2,500.00
NSCC Generator Diesel Tank	\$ 3,795.00					\$ 3,795.00
Stanhope Place Book shelves	\$ 1,275.00					\$ 1,275.00
	\$ 28,100.38	\$ 166,675.00	\$ 79,000.00	\$ 20,599.75	\$ 25,000.00	\$ 319,375.13

Rural Municipality of North Shore
A Bylaw to provide for entering into an Agreement regarding Shared Services
Bylaw # 2020– 03

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

1. Title

- 1.1. This bylaw shall be known and cited as the “Shared Services Bylaw.”

2. Authority

- 2.1. Subsection 138.(1) of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., enables Council to enter into an agreement, if authorized by bylaw, with another Council for the provision of any service which each has the power to provide within its own boundaries.

3. Application

- 3.1. This bylaw applies to Council. It enables Council to enter into an agreement with another Council for the sharing of services.

4. Definitions

- 4.1. “Act” means the Municipal Government Act.
- 4.2. “Chief Administrative Officer” or “CAO” means the administrative head of a municipality as appointed by council under subsection 86(2)(c) of the *Municipal Government Act*.
- 4.3. “Council” means the mayor and other members of the council of the municipality.
- 4.4. “Councillor” means a member of council other than the mayor.

5. General

- 5.1. The Council may enter into an agreement with the municipalities listed in section 5.2 for the purposes of sharing the following services:
- (a) Emergency Measures Organization
- 5.2. Council wishes to enter into an agreement with the following municipalities for the sharing of services:
- i. Rural Municipality of York
- ii. Rural Municipality of Union Road
- 5.3. The agreement with municipalities listed above in section 5.2 is attached to this bylaw and identified as “Appendix A” and it forms part of this bylaw.

- 5.4. The Mayor and Chief Administrative Officer (CAO) of the Rural Municipality of York are hereby authorized to sign and execute the attached agreement identified as “Appendix A”.
- 5.5. This bylaw shall come into force and take effect immediately upon approval.

6. Effective Date

- 6.1. This Shared Services Bylaw, Bylaw# 2020-03, shall be effective on the date of approval and adoption below.

First Reading:

This Shared Services Bylaw, Bylaw# 2020-03, was read a first time at the Council meeting held on the 11th day of March, 2020.

This Shared Services Bylaw, Bylaw# 2020-03, was approved by a majority of Council members present at the Council meeting held on the 11th day of March, 2020.

Second Reading:

This Shared Services Bylaw, Bylaw# 2020-03, was read a second time at the Council meeting held on the xxth day of April, 2020.

This Shared Services Bylaw, Bylaw# 2020-03, was approved by a majority of Council members present at the Council meeting held on the xxth day of April, 2020.

Approval and Adoption by Council:

This Shared Services Bylaw, Bylaw# 2020-03, was adopted by a majority of Council members present at the Council meeting held on the xxth day of April, 2020.

7. Signatures

Mayor, Gerard Watts

Chief Administrative Officer, Stephanie Moase

This Shared Services Bylaw adopted by the Council of the Rural Municipality of York on _____ is certified to be a true copy.

Chief Administrative Officer Signature

Date

DRAFT