

APPROVED Regular Council Meeting
Community of North Shore
Wednesday, August 13th, 2013 at 7.00 p.m.

PRESENT: Chairperson Gordon Ellis
Councillor Fred Connolly, Deputy Chair
Councillor Charity Sheehan
Councillor Wade MacLauchlan
Councillor Jonathan MacLean
Councillor Joanne Jay
Councillor Connie Egan
Councillor Gerard Watts

ADMINISTRATOR : Tracey Allen

REGRETS: Councillor Peter Vriends, Councillor Wanson Hemphill, Councillor Shawn Reardon, and Councillor Dennis Shaw.

1.0 CALL TO ORDER at 7:02pm Chair welcomed everyone and thanked them for coming.

2.0 Approval of the AGENDA: It was duly moved and seconded that the agenda be approved.

Moved by Councillor MacLauchlan
Seconded by Councillor Egan

(2014-08-218)
-CARRIED- (7-0)

3.0 DISCLOSURE OF CONFLICT OF INTEREST:

Part VI, Section 23 of the *Municipalities Act*, which maintains that *No member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon.*
(1983,c.33, s.24.)

Declaration(s): **None**

4.0 APPROVAL OF MINUTES:

It was duly moved and seconded that the Minutes of the July 9th, 2014 Council Meeting be adopted.

Moved by Councillor Connolly
Seconded by Councillor Watts

(2014-08-219)
- CARRIED- (7-0)

5.0 BUSINESS ARISING: None

6.0 REPORTS

6.1 CHAIRPERSON'S REPORT - CHAIRPERSON ELLIS

Chair Ellis noted that he looked through the reports today and would like to commend the HR &

Events report and activity - lots of events in July. One comment, response from School is Cool was very favourable, great job of bringing people together especially the older generation and well worth the effort and thank you to Councillor MacLauchlan and committee who worked on it with him. Refer to the Community Services Form and something we should look at and put on the table for feedback. Good practice to have things presented to us in this form. If someone has an idea to present to council this form would help to give the overview and details ahead of time to give a paper trail and give an official record to refer to projects so they don't get side tracked. Several questions asked re: process and how it works. Fill it in and give to the Administrator or a Councillor to be then reviewed by Council to decide if it should be given to a committee.

Motion: To adopt the Community Services Form to be given to residents to fill out if they have suggestions for projects/services.

**Moved by Councillor MacLean
Seconded by Councillor Egan**

**(2014-08-220)
- CARRIED- (7-0)**

6.2. FINANCE AND PROPERTY MANAGEMENT - COUNCILLOR WATTS/VRIENDS

Councillor Watts provided an update saying, one meeting on property was held with the issue of the Centre septic the topic of focus, the committee is still reviewing its options to be sure the ensure they look at all the options including talking to the contractor who put the system in and he expressed that the three options previously mention may not address the issue. Committee will meeting again soon to discuss. Another option added was to raise the field. Also still working on a capital replacement plan.

Chequing balance currently at \$57,785.92. **Expenses:** Large items not expended yet - septic system, energy retrofits, insulation, parking lot, air conditioning. **Revenue:** Received monies for Justin wages.

Motion to accept the Financial and Property Report.

**Moved by Councillor Watts
Seconded by Councillor MacLauchlan**

**(2014-08-221)
- CARRIED- (7-0)**

6.3. COMMUNITY ADMINISTRATOR REPORT

Highlights:

- **Staffing** - Maher Ellaz completed his work as our Water/Waste Water Researcher on August 1st - you can see his work on the website under water & septic blog and also a separate webpage. <http://communityofnorthshore.weebly.com/water--sewer.html> Justin Cudmore student maintenance/cleaning will finish August 21st and there is request that we keep him part-time until year end to accommodate 6-7 weddings/events.
- **Events** - Canada Day July 1st well attended in addition there was a well attended three part School is Cool Series held at Stanhope Place.
- **Funding** - this month final report on funding submitted to Heritage Canada and gathering items for Celebration 2014 funding. Also submitted final report for Maher Ellaz to receive funding monies.

- **Meetings** - Energy Audit Student has been out to our facilities several times (July/August) to do a review and make recommendations expected report September 5th.
- **Budget** - a July ledger has been created and bar reconciliation.
- **Print Newsletter** - a print newsletter for the fall is in the works - deadline for events/activities submission is September 10th.
- **Volunteer of the Week** - started to gather information with possible events in the summer and a second on in January.
- **Strategic Planning** - There hasn't been response since the last meeting (a short top priorities form has been created to distribute to residents at the public meeting as a follow up to the survey from Jan-April time frame. Hoping that Councillors will fill it out too. This will assist in the continuing development of a strategic business plan for the municipality.)
- **Elections** - time is coming with deadline for nominations October 20th with ballot voting on November 3rd.

6.4. HR & EVENTS COMMITTEE - COUNCILLOR MACLAUHLAN/SHEEHAN

The HR & Events Committee met on Tuesday, August 5th, and dealt with the following matters:

1. "School is Cool" series. The three-part series with various residents and former students addressing the history of the three schools in the Community took place on July 23 (Stanhope School), July 30 (West Covehead School) and August 6 (Covehead Road School). There was considerable interest with average attendance of 50 people. 50/50 tickets were sold (\$343), with a total of \$171.50 to be remitted to NSCC. The Stanhope Heritage Association offered strawberries and ice cream at social gatherings following the presentations.
2. School Heritage Panels. The three school heritage panels have been completed, thanks to the expert assistance of Lisa Stapleton and the efforts of numerous volunteers. The three panels were on display at Canada Day. The Stanhope School panel is in place, and the panels for West Covehead and Covehead Road Schools will be mounted during the month of August. A map showing the location of the three schools and promoting a bicycle circuit to see the panels is available on the NSCC web site. Funding for this latter activity has been provided by Eastern Region Sport & Recreation Council, in addition to funds received from PEI 2014 Inc. for the panels and related events.
3. Music and Comedy evening, August 18th, North Shore Community Centre. Dino Dunsford and Friends will combine with Jimmy the Janitor for an evening of community entertainment on August 18, at 7:30 p.m.. Tickets are \$10. All councillors are encouraged to attend and to sell tickets. This will be a good opportunity for community engagement and socializing. Numerous volunteers are assisting.
4. The Stanhope Place Walkathon [or bike or run] took place on July 16. More than thirty people participated from throughout the district, raising a total of \$2,945 in donations to the Stanhope Heritage Association, to be used for upkeep and maintenance of Stanhope Place. Participants enjoyed strawberries and ice cream at a social gathering following the Walkathon, with prizes donated by numerous local businesses.
5. The Stanhope Place Committee has identified the need for a renovated entrance with improved access as a priority. Design work is required to ensure a quality project and to enable competitive bids. The Committee will continue discussion of this work at its next meeting.

6. On July 14th, approximately 90 people attended a talk at Stanhope Place by former PEI Premier Alex Campbell and Wade MacLauchlan on the subject *Alex B. Campbell, the Prince Edward Island Premier Who Rocked the Cradle*.
The Stanhope Heritage Association provided strawberries and ice cream.
7. Commencing on July 23, The Eastern Region Sport & Recreation Council in partnership with go!PEI began the go!Seniors Active program at Stanhope Place lead by Tyler Read. The Seniors program is designed for individuals who fall in the 50+ age range (however, any age is welcome), and focus on maintaining a healthy level of physical activity for all ages and abilities. To date four participants have been taking part in the program.
8. The following programs have been approved for funding through the Eastern Region Sport and Recreation Council from their 2014 Funding program:

| Event/Program | Amount Requested | Amount Approved | Note |
|--|------------------|-----------------|---------------------------------------|
| Canada Day | \$186.40 | \$186.40 | received |
| Active Start/Kids Programming/Adult Programs | \$2014 | TBD | Working on revamping the application. |
| Kids Halloween Party | \$214 | \$214 | |
| Adult Halloween Dance | \$2014 | \$0 | |
| School Project Community event | \$214 | \$214 | |

9. Maher Ellaz has completed his 8-week term as a summer student working on water & septic-related issues. Maher was both dedicated and able in his work, with very positive reports from Administrator Tracey Allen. Similar positive reports were received regarding Justin Cudmore, who completes his 8-week term working on property and grounds on August 21st.
Community Administrator Tracey Allen reported to the Committee that there will be events at the Community Centre throughout the fall season that require more time and effort than can be expected of Kaye Holmes, based on her arrangements of a 20-hour week. Tracey proposed that Justin Cudmore continue to work on a part-time basis, as needed, until Christmas. It is anticipated that this would be a couple of hours per week, for a total of approximately 40 hours. Following discussion, the Committee adopted a motion to recommend Justin Cudmore's part-time employment to Council:

Moved by Jonathan MacLean and seconded by Wade MacLauchlan to keep Justin MacLean to stay on the maintenance/cleaning part-time. Passed.

Motion: To retain Justin Cudmore on a part-time basis for maintenance/cleaning up for up to 40 hrs.

**Moved by Councillor MacLean
Seconded by Councillor MacLauchlan**

**(2014-08-222)
- CARRIED- (7-0)**

10. The Committee reviewed a draft of "Community of North Shore Personnel Policies," with the aim of bringing these forward to Council in September.
11. Halloween Dance will be held Friday, October 31st - working on booking the band for the night.

6.5 COMMUNITY SERVICES - COUNCILLOR EGAN

Councillor Egan presented the findings and suggestions based on the work of the Summer

Water & Wastewater Researcher Student Maher Ellaz. The general consensus expressed by council members was that the education component of the report was the only area of interest for council.

6.6 ELECTION COMMITTEE - COUNCILLOR CONNOLLY

Nothing to report - other than election by ballot.

6.7 PLANNING BOARD - COUNCILLOR CONNOLLY

There were 8 building permits combination of cottages, decks, and garages with over \$1,000,000 in assessed value or \$180 in property tax to the Community of North Shore (\$100 and Fire \$80) for the year.

Resolution: Subdivision- Approval in Principle: Harold MacQuarrie; PID 464271 Case number NS002A

Whereas an application was received from Harold MacQuarrie to expand the four lot subdivision on parcel number 464271, located off Union Rd. in the Community of North Shore; and

Whereas the property has met the requirements for rezoning and has been approved by the Minister for rezoning from Agricultural to Residential as of July 24, 2014;

And Whereas after reviewing the application, the recommendation from the Planning Board is for Council to grant preliminary approval for the second phase of this subdivision located on PID464271 as set out in the plan NS002A circulated at this meeting;

BE IT RESOLVED THAT four lots as an addition to the existing subdivision on PID464271 be approved in principle. This approval is conditional that Harold MacQuarrie's proposal meets all requirements for final approval as identified by the Community of North Shore Development Officer.

Moved by Councillor Connolly
Seconded by Councillor MacLean

(2014-08-223)
- CARRIED- (7-0)

Discussion - Councillor Egan asked about the Green Space requirement for subdivisions. Councillor Connolly will ensure that the item is added into the conditions for Harold MacQuarrie.

7.0 CORRESPONDENCE:

8.0 NEW BUSINESS:

8.1 BUSINESS FORM - Covered above.

8.2 ELECTION NOMINATIONS AND INTENTIONS

Chair Ellis requested the Councillors start to consider whether they will re-offer for the upcoming election.

9.0 NEXT MEETING: Wednesday, September 10th, 2014.

ADJOURNMENT: There being no further business, the meeting adjourned at 9:18 pm.

**Moved by Councillor Watts
Seconded by Councillor Egan**

**(2014-08-224)
- CARRIED- (7-0)**

Signed Gordon Ellis, Chairperson

Dated

Signed Tracey Allen Community Administrator

Dated