

APPROVED
Regular Council Meeting
Community of North Shore
Wednesday, August 14th, 2013 at 7.00 p.m.

PRESENT: Chairperson Ellis

Councillor Connolly, Deputy Chair
Councillor Andrew Morrow
Councillor Wade MacLauchlan
Councillor Dennis Shaw
Councillor Jonathan MacLean

Councillor Connie Egan
Councillor Charity Sheehan
Councillor Wanson Hemphill
Councillor Gerard Watts

ADMINISTRATOR : Joanne Smith

REGRETS: Councillor Melissa Bruce and Councillor Peter Vriends and
Councillor Shawn Reardon

ALSO PRESENT: Janice Harper and Norman MacLauchlan

1. **CALL TO ORDER:** Chairperson called the meeting to order at 7:02 p.m.

2. **AGENDA:** It was duly moved and seconded
that the.

Moved by Councillor Morrow

(2013-06-111)

Seconded by Councillor MacLauchlan

-CARRIED- (9-0)

3. **ADDITIONAL AGENDA ITEMS:**

- Organizational procedures under New Business

4. **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):

5. **APPROVAL OF MINUTES:** It was duly moved and seconded that the Minutes of the July 10th, 2013 Council Meeting be adopted as amended.

Moved by Councillor Sheehan
Seconded by Councillor Morrow

(2013-08-112)
-CARRIED- (9-0)

6. **BUSINESS ARISING:**

The membership of residents from other municipalities being able to sit on the Community Centre Committee is a question that came up. The Act states that Council may appoint residents to serve on special committees.

7. **REPORTS:**

7.1 **Chairperson's Report:** Chairperson Ellis

7.1.1 **Official Plan:** The Official Plan has taken up a great amount of time and with the work that has come from this project, a description of the community is present.

Councillors are to be thanked and are responsible for making the changes.

7.1.2 **Funding:** Council has also done a great job of obtaining the funding grants.

7.1.3. **Summer Youth Program:** Rachel Burke has done a great job of the research.

Thank you was extended to Councillor Sheehan for the quality programming that took place over the summer at the Community Centre.

7.2 **CAO Report:** Joanne Smith

The CAO's report was included in the package for Council to review.

7.2.1 **Signing Authorities:** Signing authorities for Community of North Shore Account 0037 8076-840 has been changed for the municipality. Councillor Watts has been added as the Chairperson's designate.

7.2.2 **Transfer of Community Centre Balance:** The sum of \$17,841.19 has been transferred to the community operating account. A letter was sent by Murray Stevenson dated, July 15th, 2013 that delegate signing authority to Chairperson Ellis and the Administrator. All necessary bank documents have been signed and returned to the bank.

7.2.3 ACOA - CIIF Update:

Background: ACOA approved the municipality for up to 50% of the project costs. The total funding level will be an estimated \$17,000. A total of 3 claims have been made to ACOA. The total assistance to date is \$12,182.57

Claims: A claim will be sent to ACOA for 50% of the project cost to renovate the sign. Sign Craft replaced 2 lexan panels; replaced the track; included new graphics in blue and a new set of letters. The invoice will not be paid until the safety issue is addressed for the changing of the sign.

The labour costs associated with the new roof for Stanhope Place will be claimed as soon as an invoice is received from Connolly- Myron Roofing.

7.3.4 **ICF Funding:** When the work at Stanhope Place is completed, the second claim to ICF will be submitted. There will only be an additional \$580 to come from ICF. ICF only supported Stanhope Place projects at 40% of the project cost.

Municipal Contribution: \$17,000 has been received in funding from CIIF and ICF combined. \$5,580 is still to come from the funding agencies. The municipal contribution will be approximately \$11,200.

7.3.5 **Plan and Bylaw:** In preparation of the new Plan and Bylaw, the ad for the newspaper is ready to and approved by Municipal Affairs once Council and Planning Board decide on a date for the public meeting. Copies of the draft Plan and Bylaw will be made available on the website and a flyer will be distributed in the municipality advertising the public meeting.

7.3.6 **Rezoning:** Administrator contacted Harold MacQuarrie about the rezoning of his property and notified the applicant that the rezoning would be started once the process of the administrative components for the Official Plan and Bylaws were well underway. The Administrator also has questions for Municipal Affairs that need to be answered before the rezoning file is initiated as there was some discussion on rezoning the property along with the adoption of the Official Plan and Bylaws. A public meeting will be scheduled by Planning Board in the fall that is convenient for all parties with notification for representations.

7.4. PLANNING BOARD: Councillor Connolly and Councillor Morrow (Co. Chairs)

7.4.1 **Official Plan and Bylaw:** Janice Harper will provide a review of the latest draft and bylaw with Council.

7.4.2. **Public Meeting Notice:** Pursuant to Section 11 and 18 of the Planning Act, Council and Planning Board for the Community of North Shore will hold a public meeting on either August 27th or August 29th, 2013, the date that best suits the planners. The purpose of the meeting is to give residents and other interested parties the opportunity to provide comments on the draft Official Plan and Zoning and Subdivision Control Bylaws.

Moved by Councillor Morrow
Seconded by Councillor Connolly

(2013-08-113)
-CARRIED-

The Administrator will put an ad in the paper on 2 separate occasions inviting residents and other interested parties to make representations on the draft Official Plan and Development Control Bylaw.

Be it resolved that Council and Planning Board hold a public meeting in compliance with Section 11 and 18 of the Planning Act to give residents the opportunity to provide comment on the draft Official Plan and Development Control Bylaw for the Community of North Shore.

7.4.3 **Presentation of Second Reading: PID #1043363-0**

Whereas an application was received from Eugene Doyle to subdivide PID#1043363-0, located on Maggie's Lane 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 (A) to Coastal (C); and

Whereas the Department of Highways has approved, if limited to 20 lots, the proposed subdivision plan prepared by Mantha Surveys for the road structure; and

Whereas after reviewing the application, the recommendation from the Planning Board is for Council to grant final approval for subdivision PID 1043363-0 known as Maggie's Lane subdivision as set out in the plan prepared by Mantha Surveys and received on November 6th, 2011.

It was duly moved and seconded that PID #1043363 be read a second time at this council meeting.

Moved by Councillor Morrow
Seconded by Councillor Connolly

(2013-08-114)
-CARRIED-

Approval of Second Reading: PID #1043363

Be it resolved that the subdivision for PID #1043363 for Eugene Doyle be hereby formally approved.

7.4.4 Subdivision: First Reading PID 138057 (Jack's Place Phase Two)

Whereas an application was received from Cecil MacLauchlan to expand the subdivision on parcel number 138057 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 (A) designation to Coastal (C) designation;

Whereas the applicant wishes to relocate green space previously set aside in Phase One;

Whereas the Department of Transportation and Infrastructure Renewal has approved, if limited to 20 lots, the proposed subdivision plan prepared for the road structure; and

Whereas after reviewing the application, the recommendation from Planning Board is for Council to grant preliminary approval for the second phase of subdivision PID 138057 as set out in the plan prepared by Mantha Land Surveys Inc and received on July 18th, 2013

It is duly moved and seconded that a subdivision be approved for development as set out in the plan prepared by Mantha Surveys for parcel number 138057. This approval is conditional on a road structure approved by the Department of Transportation and Infrastructure Renewal of PEI and provision of additional green space to meet conditions outlined in the original agreement with Cecil MacLauchlan.

Moved by Councillor Morrow
Seconded by Councillor Connolly

(2013-09-115)
- CARRIED - (9-0)

Be it resolved that the subdivision application for Phase Two of PID 138057 read for the first time, be hereby approved.

7.5. Community Centre: Councillor MacLean

7.5.1 Committee Meeting: Community Centre Committee held a meeting on Tuesday, August 13th, 2013. There will be a Halloween event for children and an adult Halloween dance. The Committee is looking for volunteers to help out with these two events.

7.5.2 Membership: The Community Centre Committee has lost a few members and are looking for other interested candidates to fill the vacancy.

7.5.3 ERSC: The Eastern Region Sports Council administered quality

programs for children at the Community Centre this summer. The Community created revenue from the rental of the building.

7.5.4 **Rental Rates:** Council determined that rental rates needed to be adhered to for any group wishing to use the facilities.

7.6 **Events Committee:** Chair, Councillor Hemphill

7.6.1 **Jobs for Youth:** Rachel Burke has completed her 8 week term of employment for the community.

7.6.2 **Promotion of Community Events:** Councillor Sheehan

7.6.2.1 **Community of North Shore Facebook, Twitter and Website Integration:**

The North Shore Community Centre advisory group has changed the Facebook name to be more inclusive of the community and is now called the Community of North Shore. Facebook updates now appear on our webpage in real time and the Twitter account will also be added.

A request has been made for our website administrator to add a calendar of events to the website. The additional cost will be \$110.00.

It was duly moved and seconded that a calendar of events be added to the community website at an additional cost of \$110.00 per year.

Moved by Councillor Sheehan
Seconded by Councillor MacLauchlan

(2013-08-116)
-CARRIED- (9-0)

Be it resolved that the Community of North Shore approve an additional cost to website administration of \$110.00 for the insertion of a calendar of events that will contain events for both municipally owned buildings.

7.6.2.2 **Promotions Policy/ Guidelines:**

At the July Council meeting the discussion regarding how the municipality would be promoting community place events taking place at the Community Centre and Stanhope Place versus not for profit and for profit groups in the community was tabled. Council was in agreement that all community based events should be promoted within the municipality in order to inform residents.

7.6.2.3 Promotions Process:

A list of activities will be generated by the 15th of each month in collaboration with the Administrator, the Centre Manager, Councillor MacLauchlan, Councillor MacLean and Councillor Sheehan. The current activities would then be placed on the calendar of events for the first of every month and on our social media feeds as appropriate. A hard copy of the calendar could be put on the front door of the Community Centre.

7.7. Finance: Councillor Watts (Chair of Finance)

7.7.1 Income and Balance Statements:

Comparative Income Statements and Balance Sheet up to the end of July 2013 were provided to Council for review.

Books are being well done by Sandra Campbell.

Financial projections were made in terms of Centre revenue. The Chair of Finance created a spreadsheet including financial forecasting that took the financial picture to the end of December 2013.

7.8 Stanhope Place Committee: Councillor MacLauchlan

The Stanhope Place Committee has met twice since the last council meeting.

School is Cool Talks started on August 12th and will also run on August 19th and the 26th. Attendance was good for the talk on the 12th of August. Rachel Burke has played an active role in the attendance numbers as she took advantage of free community notices on Fridays, Eastlink, church bulletins, community website, doors of local businesses and CBC radio.

Other events that have taken place at Stanhope Place have been FCBB annual meeting and Parks Canada held a meeting there. Revenue generated from rentals will go to the community.

The Stanhope Heritage Association raised just under \$2,000 at the annual walk-a-thon. Stanhope Heritage Association are a patron group of Stanhope Place. The funds raised by the Stanhope Heritage Association is in an account for the upkeep of Stanhope Place.

**It was duly moved and seconded
THAT** the reports be accepted as presented.

**Moved by Councillor Morrow
Seconded by Councillor Egan**

**(2013-07-117)
-CARRIED- (9-0)**

7.9 **HR Committee:** Councillor MacLauchlan

The HR Committee have met since the last council meeting. The committee will bring policy to the council meeting in September or October.

8. **CORRESPONDENCE:**

9. **OTHER BUSINESS/NEW BUSINESS:**

9.1 **Letter to Municipal Affairs:** Chairperson is working on correspondence to Municipal Affairs pertaining to letters sent from the department.

10. **NEXT MEETING:** Wednesday, September 11th, 2013

11. **ADJOURNMENT:**

There being no further business, the meeting adjourned at 10.00 p.m.

Signed Gordon Ellis, Chairperson

Dated

Signed Joanne Smith, Administrator

Dated