

*Approved*  
*Regular Council Meeting*  
*Community of North Shore*  
*Wednesday, November 13th, 2013 at 7.00 p.m.*

**PRESENT:** Chairperson Gordon Ellis

Councillor Fred Connolly, Deputy Chair  
Councillor Andrew Morrow  
Councillor Wade MacLauchlan  
Councillor Wanson Hemphill  
Councillor Gerard Watts  
Councillor Peter Vriends

Councillor Connie Egan  
Councillor Charity Sheehan  
Councillor Jonathan MacLean  
Councillor Dennis Shaw

**ADMINISTRATOR :** Tracey Allen

**REGRETS:** Shawn Reardon

**ALSO PRESENT:** Norm MacLauchlan as member of the Planning Committee, residents from the community including: Brian McCarville, Frank McCarville, Brian MacDonald, Sandy Gallant, Jake Shaw, Albert Ready, David Shaw, Norman Shaw, Ruth Soper, Sandy Sweet, Bill Soper, Wayne Watts, Derek Cook, Pat Shuher, Mark Tuland and Bernard Labelle.

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1. **CALL TO ORDER:** Chairperson called the meeting to order at 7:00 p.m.

1a. **MOTION TO ACCEPT RECOMMENDATION OF HUMAN RESOURCE COMMITTEE**

Motion to ratify the appointment as noted in the minutes of the special meeting held October 23rd reading "Councillor MacLauchlan moved that the North Shore Council approve the appointment of Tracey Allen as Community Administrator for a two-year term commencing October 28<sup>th</sup>, 2013."

**Moved: Councillor MacLauchlin**

**Seconded: Councillor Egan**

**No discussion - CARRIED - (10-0) (2013-10-122)**

Motion to approve the minutes of the October 23rd special meeting

**Moved: Councillor MacLauchlin**

**Seconded: Councillor Egan**

**- CARRIED - (10-0) (2013-10-123)**

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

Moved by Councillor Watts

(2013-11-124)

Seconded by Councillor Sheehan

-CARRIED- (10-0)

3. **ADDITIONAL AGENDA ITEMS:** No additional items.

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): None

5. **APPROVAL OF MINUTES:** It was duly moved and seconded that the Minutes of the October 9th, 2013 Council Meeting be adopted.

Moved by Councillor Morrow

(2013-11-125)

Seconded by Councillor Sheehan

-CARRIED- (10-0)

6. **BUSINESS ARISING:**

No business arising

7. **REPORTS:**

7.1 **Chairperson's Report:** Welcomed all in attendance from the community and to Janice Harper for her final part of the contract on the planning documents. Chairperson Ellis noted she has worked on this project for almost two years with a lot of work and thought going into the plan. This plan is more extensive than the previous planning document and will be brought to the council this evening.

7.1.1 Chairperson Ellis reported on the Remembrance Day Service - The is event marked the 15th consecutive service. There were in almost 400 people here and it went well. A few names omitted from wreath laying and we will work to add to the new template for the event. We are very fortunate to have this building to host the event indoors given the weather. The sound system supplier Pater Audio commented on the quality sound system we now have. Key people such as Jim Lee, choir, youth, and cadets all made it a successful event.

7.1.2 Chairperson Ellis noted that the new administrator has been on the job for about two weeks. Thank you to Tracey for a job well done to date.

7.1.3 Chairperson Ellis spoke on the recent Federation of PEI Municipalities meeting where both Councillor MacLauchlan and Chairperson attended. The Municipal Act is currently at a stand-still due to a lack of agreement on funding. Amalgamation may be occurring.

7.1.4 Chairperson Ellis was invited to attend meetings for ad hoc meetings on the bays. Councillor Watts will speak to this later in the agenda.

**7.2 Planning Board:** Councillor Connolly and Councillor Morrow (Co. Chairs) presented their Planning Board report - the process started a few years ago and has seen a change in councillors. The public meeting was held August 29th. Since the public meeting the committee has been incorporating the views from the meeting in addition to accepting written comments. All this has been considered in the overall plan and any amendments to the final document. The Committee's task was to create a plan and by-law and are discharging their duty by presenting these documents to council. Chairperson Ellis thanked them for their work and the process to get to this stage.

Janice Harper, consultant hired to develop the official plan, provided a little history to the project. At the very beginning focus groups and interviews were held. The existing plan and by-law were outdated. Collecting data and reviewing options were done prior to this existing council. Janice expressed appreciation to the planning committee for their time and dedication. It was noted that the Community of North Shore must consider its drinking water, best practices for alternative to water systems. In addition the question of lot size was mentioned in relation to other jurisdictions. Chairperson Ellis suggest that each councillor be asked if they have any questions one by one.

Discussion varied on a number of topics including: of lot size, province requirements, priority of by-laws, expertise of community, water quality, setbacks and water/sewer requirements, long-term financial costs and implications, growth of the community, property values, amount and quality of work completed on the plan, tax/assessment base, major upgrade to the original plan, balance between community and priorities, community engagement, best practices,

Chairperson Ellis thanked everyone for respectful comments.

Councillor Morrow moved the adoption of the plan. Seconded by Councillor Connolly.

**Moved by Councillor Morrow**

**Seconded by Councillor Connolly**

Open for discussion. Discussion followed.

It was noted by the Planning Board that process of dealing with a final report that is required by law to adopt plan and then by-laws with first and second reading with it then going to the Minister for approval. Any plan can be amended by the council. Expectation from the funders that there will be a professional done plan brought before council. The vote is to adopt it, it is not a law but a foundation document. If it is adopted it will then go further. If it is rejects the adoption of the program, council assumes ownership of the issue. Discussion on the wording of adoption in this motion.

Motion to Table the motion for consideration at our December meeting

**Motioned by Councillor MacLauchlan (2013-11-126)**

**Seconded by Councillor Watts -Carried-- (9-1)**

Janice Harper and Norm MacLauchlan, with their business complete, left the meeting.

**7.2.1 Further Planning Board Business** was discussed.

**Eugene Doyle** sub-division option to pay cash in lieu of green space for Maggie Lane and Maryland during a planning meeting on November 12th. The amount was 10% of assessed

value or \$6,830.

**Moved by Councillor Morrow (2013-11-127)**  
**Seconded by Councillor Connolly -Carried-- (10-0)**

Discussion followed to ask about the assessed value of the land, that the pre-developed value was being used. In the new plan the municipality selects the assessor rather than the Province.

The question was asked if you put in a sub-division you are required to have green space or more than four lots. Do we check with developers? The response was that option is offered to homeowners or 10% in lieu of green space but this decision is between the developer and residents.

Chairperson to put on the agenda for further discussions.

**Point of Information was provided by the Planning Committee**

**Sub-division off Golf Course to add to the trail.**

Owner **Paul McNeill** proposing to amalgamate and add a variance to make a larger parcel of bits and piece.

**Harold MacQuarrie** - meeting is being set up for public comment on re-zoning.

**7.3 Community Centre Report:** Councillor MacLean noted the success of hosting of the children's Halloween party and the Halloween dance for adults with 115 in attendance. The events basically broke-even with increased attendance expected for next year. Next event will be the Santa event on Sunday, December 8th from 6-7pm. The event will request items for the food bank and will offer a draw. In future, the committee is exploring more adult programs in the new year including a Valentine's Day dance and are seeking feedback. Another event possibility is a winter yard sale on Saturday, February 15th. \$10 a table.

Motion to spend a small amount of money for the Santa event of \$145.

**Motioned by Councillor MacLean (2013-11-128)**  
**Seconded by Councillor Connolly --Carried-- 10-0**

**7.4 FINANCE:** Councillor Watts presented his report noting that Sandra Campbell is managing the North Shore Community books and working to do forecasting. The Finance Committee will be working on a long-term budget of up to five years, reserving money for repairs.

Discussion from the floor on green space funds with response that monies can be used for maintenance.

**7.4.1 Income and Balance Statements:**

Comparative Income Statements and Balance Sheet up to the end of October 2013 were provided to Council for review, as well as, a bank reconciliation.

Councillor Watts provided a deficit of (\$2,493.02) at October 31st, 2013 with a projected surplus of \$2,938.25 at December 31, 2013

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

**Moved by Councillor Watts** (2013-11-129)  
**Seconded by Councillor Vriends** - CARRIED - (10-0)

#### **7.5 Stanhope Place Committee:** Councillor MacLauchlan

Councillor MacLauchlan mentioned that cards on Saturday and bridge Thursday night have started. Historical Society met two weeks ago and are proposing to have a 'survivor party' on the afternoon of Sunday, January 12th. Operating costs are expected to decrease as a result of the newly installed heat pumps.

#### **7.6 HR Committee:** Councillor MacLauchlan

The HR Committee hasn't met since the special meeting. The HR Committee is working on staff descriptions for other employees, as well as, a travel policy, sick days and other items dealing with work place policies.

**Both reports by Councillor MacLauchlan were**  
**Moved by Councillor Morrow** (2013-11-130)  
**Seconded by Councillor Connolly** - CARRIED - (10-0)

**7.7.1 Community Administrator Report** Tracey Allen presented an overview of activities since the commencement of her new role. Funding opportunities were mentioned and the earlier registration for the FCM Sustainable Communities Conference in Charlottetown being held February 11-13th.

It was moved by Councillor MacLauchlan that the Community Administrator register and attend the upcoming FCM Sustainable Communities Conference from February 11-13th.

**Moved Councillor MacLauchlan** (2013-11-131)  
**Seconded by Councillor Egan** - CARRIED - (10-0)

**7.8.1 Speakers at the Leisure of the Chair**  
Several residents spoke on the Planning documents -

**Bernard LaBelle** - I would like to touch on the rumours about a public water and sewer. As an overall assumption we are rural and not an urban community. Second, if you are an owner of a parcel of land or lot it triggers some stewardship and limits. There has to be sizes. It doesn't mean if you own a lot or parcel of land that you can build, you do need to meet requirements. Water aspect suggest a de-salination process rather than moving water. Need to find easy solutions to water and sewer. Septic tank, communicate the information to the council of cleaning your septic tank. Clean it, it can and should last an lifetime. Use a service to pump it out every two or three years. Problems should not be put on the rest of the community. Have everyone look after their own systems.

**Sandy Gallant** - Commented on the fact that we are a rural community and not a urban community and as such, we don't have the funds to pursue public sewer and water systems. In consultation with the province they are aware of the situation in the peninsula and would contact us if a problem arises. He questioned the CBCL report and potential inaccuracies. Suggested maybe look at the issue in another five years. Sandy thanked Andy and Fred for their work on the plan. Agree with previous speaker to look at educating our residents on water and sewer options. Thank you for allowing me to speak.

**8. CORRESPONDENCE:** A request from Suzanne Pater from Union Rd Council asked if we would consider using them for a re-location site if necessary. A request from Canada Post union if we would pass a resolution regarding their increased financing. A general agreement that the council won't add to the next agenda.

## **9. NEW BUSINESS:**

**9.1.1 Nomination Resolution FPEIM Board** - Councillor MacLauchlan was asked to sit on the FPEIM Board. And needs to be put forward to council. General feeling was this is a great idea and to have a rural Councillor it a great idea.

Moved by Councillor Watts (2013-11-132)  
Seconded by Councillor Connolly - CARRIED - (10-0)

**9.2.1 Fire Synopsis - Emergency Plan** Councillor Morrow reported that he drew up the historical perspective about the fire department. It is a requirement to have an emergency plan. We have a generator in the community centre and place for people to go. First step is to have Bob Morrison review the report and then the council will need to pass a by-law and set up a committee to examine what we need to do. There are several cases where we could have emergency situations.

There is room for citizen participation. Recommendation need a volunteer to go through some of the documents. The Emergency Plan needs to be address and can be extended to the committee at large. Put on next meeting agenda.

Chairperson Ellis thanked Councillor Morrow for creating the historical document on the fire department and noted a copy should be put on file for future Councillors to review.

**9.3.1 Student Funding** Councillor Hemphill would like to apply for student funding for next summer. They pay \$10/hour for eight weeks. Will put on the agenda for next meeting.

**9.4.1 Snow Removal** - Norman Shaw was the only one who put a bid in. The cost will be \$2,500 plus HST. And continue the agreement of paying John MacLauchlan a few hundred to clean the lot at Stanhope Place.

Motioned by Councillor MacLauchlan (2013-11-133)  
Second by Councillor Watts - CARRIED - (10-0)

## **9.5.1 Bay Planning**

Councillor MacLauchlan and Councillor Egan attended an information gathering session. There were a number of concerns to address. There are a number of people seeking to protect the bays. The question was how to participate with the stakeholders, DFO and the Province. DFO is interested in doing a pilot project on the Bays to develop a plan to eventually tie into our plan for

the community. **Motion to proceed to work with DFO and Provincial Fisheries to develop and scope a project.**

**Motioned by Councillor Watts  
Seconded by Councillor Egan**

**(2013-11-134)  
- CARRIED - (10-0)**

Discussion - It was noted that the meeting was made to address the canon notice and people welcomed the opportunity for community council to play a role. There was acknowledgement of the Friends of the Bay's work on the bay and the information they have gathered. There is an opening for planning around the bays generally and how the province and DFO are looking at them. The timing is good.

The earlier meetings were about canons and mussels. This meeting suggested that there is some money for an environmental project that would have certain goals and benchmarks - Report card. Project type arrangement is suggested as this type of project will involve a large amount of time for strategic planning, develop goals, work plan and budget. Suggest a collaboration with Watershed group and Council plus other parties.

**Planning Documents to be posted online - question was asked and it was suggested it would be posted.**

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

11. **ADJOURNMENT:**

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

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Signed    Gordon Ellis, Chairperson

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Dated

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Signed    Tracey Allen Community Administrator

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Dated