

Approved
Regular Council Meeting
Community of North Shore
Wednesday, September 11th, 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 Shawn Reardon

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

ACTING ADMINISTRATOR : Heather Cameron

REGRETS: Councillor Peter Vriends

ALSO PRESENT: Sandy Sweet and Kaye Holmes

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

2. **AGENDA:** It was duly moved and seconded that the agenda be approved with the addition of 7.6.1.

Moved by Councillor Connolly
Seconded by Councillor Sheehan

(2013-09-111)
-CARRIED- (11-0)

3. **ADDITIONAL AGENDA ITEMS:**

- Addition of 7.6.1 - Administrative Reports

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 August 14th, 2013 Council Meeting be adopted as amended. Councillor MacLauchlan moved that section 9.2 Operations and Procedures be removed from the minutes and taken to a committee as a whole for further discussions. Chairperson Ellis has requested that section 7.1.1 be amended with the removal of one line.

Moved by Councillor Morrow
Seconded by Councillor Egan

(2013-09-112)
-CARRIED- (10-1)

6. **BUSINESS ARISING:**

No business arising

7. **REPORTS:**

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

7.1.1 Chairperson Ellis reported that Joanne Smith was resigning her position effective September 19th, 2013 and thanked her for everything that she had accomplished as CAO over the years and wished her well in her new position.

7.1.2 Chairperson Ellis reported that he had received a letter from Melissa Bruce indicating that at this time she would not be continuing as an active councilor and that her position is now vacant.

7.2 **Planning Board:** Councillor Connolly and Councillor Morrow (Co. Chairs)

7.2.1 **State of the Plan:** Planning Board is reviewing comments from the Public Meeting and will wait until September 28th for any additional comments from the public. Moved by Councillor Morrow, seconded by Councillor Connolly that the Planning Board meet on October 7th at 7.00 pm to review the Plan progress to date. Motion carried.

Purpose: this is a working meeting to give Councillors an opportunity to become familiar with the status of the plan. As such it is an open meeting and interested persons may attend as observers.

7.2.2 **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 has withdrawn a prior version of his plan passed for first reading in the August meeting;

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 known

as Jack's Place as set out in the plan circulated at this meeting

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.

**Moved by Councillor Morrow
Seconded by Councillor Connolly**

**(2013-09-115)
- CARRIED - (11-0)**

7.3 Community Centre Report: Councillor MacLean

7.3.1 Committee Meeting: Community Centre Committee held a meeting on Tuesday, September 10th, 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.

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

7.3.3 ERSC: The Eastern Region Sports Council is being approached to assist in quality programs for children at the Community Centre this winter.

Councillor MacLean moved that the staff of North Shore Community Centre be responsible for hiring bartenders and staffing at the doors.

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

**(2013-09-116)
- CARRIED - (11-0)**

7.4 FINANCE: Councillor Watts

7.4.1 Income and Balance Statements:

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

Councillor Watts provided a projected report with a possible deficit of (\$8,400) at December 31, 2013.

7.4.2 Chairperson Ellis suggested that the Finance committee meet and begin a pre-budgetary forecast for 2014.

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

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

**(2013-09-117)
- CARRIED - (11-0)**

7.5 **Stanhope Place Committee:** Councillor MacLauchlan

Councillor MacLauchlan spoke on the School is Cool programs that were held at Stanhope Place and were well attended. He extended thanks to Rachel for her job of re-organizing the books at Stanhope Place. He also thanked Charity for getting the calendar of events up and running.

Councillor MacLauchlan reported that the Stanhope Heritage Association had met with the auditor prior to transferring the bank funds to North Shore Community. The auditor suggested that a request be put forth that Council accept the transfer of funds from the Stanhope Heritage Association, and that Council commits: (i) to retain these funds as a reserve fund to be used exclusively for capital upgrades to Stanhope Place, and (ii) to consult with Stanhope Heritage Association prior to any decision regarding expenditure of these reserve funds.

Moved by Councillor MacLauchlan
Seconded by Councillor MacLean

(2013-09-118)
- CARRIED - (11-0)

7.6 **HR Committee:** Councillor MacLauchlan

The HR Committee have met with the Planning Board Committee, Community Centre Committee and the Finance Committee to get their input into the HR Policies and Job Description. It is hopeful that a complete report will be brought to council before the end of the year.

7.6.1 **Administrative:**

The HR Committee met on Tuesday and drafted an advertisement which was presented for comment and action. There are two motions that should be dealt with. The first being a motion to accept Joanne Smith's resignation

Moved by Councillor Egan
Seconded by Councillor Watts

(2013-09-119)
- CARRIED - (11-0)

The second motion was to mandate the Chairperson to secure the services of a qualified person on an interim basis and that the Chairperson would inform the Councillors electronically of who that person is.

Moved by Councillor MacLauchlan
Seconded by Councillor Connolly

(2013-09-120)
- CARRIED - (11-0)

Motion was put forth that the HR Committee will lead the search for a new Administrator.

Moved by Councillor MacLauchlan
Seconded by Councillor Sheehan

(2013-09-121)
- CARRIED - (11-0)

Motion that the HR Committee hold discussions in connection with personnel matters be held in-camera.

Moved by Councillor MacLauchlan
Seconded by Councillor Sheehan

(2013-09-122)
- CARRIED- (11-0)

8. CORRESPONDENCE:

9. NEW BUSINESS:

10. NEXT MEETING: Wednesday, October 9th, 2013

11. ADJOURNMENT:

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

Moved by Councillor Morrow
Seconded by Councillor Connolly

(2013-09-123)
- CARRIED- (11-0)

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

Signed Gordon Ellis, Chairperson

Dated

Signed Heather Cameron, Acting Administrator

Dated