

APPROVED MINUTES
Regular Council Meeting – Community of North Shore
Wednesday, July 12th, 2017

PRESENT:

Chairperson Gordon Ellis, Vice Chairperson Peter Vriends, Councillors Gerard Watts, Melody Gay, Shawn Reardon, Derek Cook,, Jamie Rea, Beth Pretty, Charity Sheehan, Eric Ellsworth, Connie Egan and CAO Jonathan MacLean

REGRETS:

Councillors Justin Walsh, Kent MacLean

1. **CALL TO ORDER:** 7:00 pm by Chairperson Ellis

2. **APPROVAL OF THE AGENDA:**
Steve Marinelli of Beaver Run Road added to the Agenda

It was duly moved and seconded that the agenda be approved.

Moved by Councillor Ellsworth, seconded by Councillor Gay

10-0

MOTION CARRIED 2017-07-46

2.1 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.)

DECLARATIONS: *There were none.*

2.1 Steve Marinelli representing residents from Beaver Run Road presented a follow up from the June 29th meeting residents had with the Community of North Shore Planning Board. Steve outlined the proposed Homeowners Association and that the group has contacted the owners of Beaver Run Road via email to request that the proposed homeowners association take over ownership of the road as well as asking for a one time payment from the current owners of \$1,500. As of the Council meeting there had not been a response from the current owners. Steve also mentioned that the province should set up a grant system for the owners of private roads and he would like the Council to lobby the Province to set this up.

3. APPROVAL OF MINUTES:

It was duly moved and seconded that the minutes of the June 14th meeting be approved as amended.

Moved by Councillor Sheehan, seconded by Councillor Egan

10-0

MOTION CARRIED 2017-07-47

4. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS:

None

5. REPORTS

5.1 Finance and Infrastructure:

Councillor Watts reported that the East side of Stanhope place is in need of repairs and siding and this will be discussed at the next Finance and Infrastructure meeting.

Councillor Watts presented the financial report ending June 30th there are few items over budget such as conference dues and bar and canteen costs. Also the Friends of the Bay have not yet received the grant of 1,750 that they usually receive(A request letter will need to be submitted as outlined in the Grant Policy) overall the budget is on track with the projections.

“It was duly moved and seconded to accept the financials as presented”

Moved by Councillor Watts, seconded by Councillor Ellsworth

10-0

MOTION CARRIED 2017-07-48

Heating and Cooling Project Specification and Tender Documents

The Finance and Infrastructure committee reviewed three proposals to provide the specification and tender documents for the Heating and Cooling Project.

Proposals were received from MCA Consultants \$7,000, Coles Associates \$7,100 and WSP \$10,000. The Finance and Infrastructure Committee is recommending that MCA be the vendor of choice based on their knowledge of the project and experience.

It was duly moved and seconded to award the project specification work to MCA Consultants for a price of \$7,000.

Moved by Councillor Watts, seconded by Councillor Vriends

10-0

MOTION CARRIED 2017-07-49

It was duly moved and seconded the Community of North Shore's portion of the funding for the Heating and Cooling (\$56,818) be 50% from working capital (\$28,409) and 50% from Capital Reserves.

Councilor Sheenan - it is a big investment in the Community Centre and the Community should be looking to increase rentals and usage of the building.

Moved by Councillor Watts, seconded by Councillor Vriends

10-0

MOTION CARRIED 2017-07-50

5.2 Administrator's Report:

Administrator Jonathan MacLean presented the following report

- Ongoing committee meetings have been attended and recorded
- There has been some activity with Building Permits 15 so far in 2017
- Update website, social media and send e-newsletter
- Heating and Cooling Project funding ACOA - Approved
- Canada Day
- Municipal Growth Study – North Shore, Tracadie, Union Road and Pleasant Grove meeting schedule for July 13
- Student Summer – Matt Schurman – until August 18th
- Janitorial Position advertised interviews ongoing
- Vacation from July 3-7
- Water and Sewer mail out completed
- Round tables ordered expected in the next week or two
- Waterline for rink is installed

5.3 EMO Committee - Council Pretty

Councillor Pretty presented the following report highlighting the NSJEMO decision to fund the EMO by each Community that is a member putting \$2 per resident into the fund. Also Canada Day was quiet at the EMO booth.

The EMO Committee met on June 27th. The final four items on the list of results from our Spring exercise were discussed, including the decision not to allow pets into the Community Center in the event that it was opened as a warming center or shelter.

Brackley has shown interest in being part of our NSJEMO. As the number of communities expressing interest in joining our group increases, it had been determined that each community is responsible for depositing \$2, per resident, per year into a joint bank account. Details of this account will be determined and presented to council before the next budget is posted.

Plans for the Canada Day table were finalized.

Next meeting will be held in September, at which time a prioritized list of supplies to have on hand will be developed. Financial obligations will be developed into written agreements between municipalities. Preliminary discussion on additional fire hydrants in our municipality will commence.

Respectfully submitted,

-Beth Pretty

5.4 Environmental Sustainability – Councillor Egan

Councillor Egan presented the following report highlighting the Public meeting which will be marketed to the Community through social media direct email and a mailout. The agenda is still being finalized.

NSSC Environmental Sustainability Committee Report – July 11, 2017

Committee: Chair – Connie Egan, Vice Chair - Kent MacLean, Eric Ellsworth and Justin Walsh

1. Covehead Bay Sub-Committee - Conversion from Mussel to Oyster Lease

- a. Transport Canada Navigational Assessment:** Transport Canada technical component of the Covehead Bay navigational assessment was completed in June and the Municipal Information package was submitted last week. This included feedback from recreational and commercial boaters about navigation on Covehead Bay.
- b. DFO Meeting:** The new DFO Acting Area Director John Coleman met with Kent MacLean on behalf of the Covehead Bay Sub Committee to do a knowledge transfer regarding Covehead Bay and Municipal concerns. We are to resend our unanswered questions to DFO and he guaranteed response.
- c. Aquaculture Leasing Policy Review:** No new information on this. As noted earlier, a January 11th, 2017 letter to the Premier from the Acting DFO Area Director, Lori Cuddy, indicated that they would welcome input from Stakeholders as part of the PEI Aquaculture Leasing Policy review and that “one of the key areas of the policy review is recommendations to maintain and enhance public trust”. We had asked to meet with the Aquaculture Leasing Policy Committee Chair to get a better understanding of the consultation process and how the Municipality of North Shore might participate. This request for a meeting was turned down by the Aquaculture Leasing Policy Committee and cited as inappropriate. It remains unclear who, if anyone, is giving input into this review on behalf of community representatives - municipal government stakeholders.
- d. Meeting with Wade MacLauchlan, July 6th, 2017:** The Covehead Bay Committee members (Councillors MacLean, Egan and Watts), Chair Gordie Ellis and committee resident and legal advisor Barb Stevenson met with Wade primarily in his role as MLA for area but also as Premier of the Province to provide an update regarding Covehead Bay.
Wade informed us that there is a Bay Review underway. The committee responsible for this has a provincial representative on it. The province is encouraging that Covehead Bay be on the roster for review of the physical and social impacts of aquaculture.

He is now aware that the Community of North Shore is interested in putting a Bay Management Plan in place and understands that we want to work with other Stakeholders in completing the plan. He acknowledged that the single greatest risk to the community is “for the Bay to go”.

He noted that the Community of North Shore has been proactive in having a vision for the Community through the development of the Community’s Official Plan and Strategic Plan and informed us that this is the second fastest growing community in the province. He is willing to attend a public meeting on July 26th, 2017.

e. Public Meeting:

- Scheduled for July 26th, 2017
- The Agenda is being developed and a meeting with a professional facilitator is set for Thursday, July 13th.
- Invitations will go out to local MLA, MP, DFO Area Director, Provincial Gov’t reps, Aquaculture Producers and other stakeholders.

f. Covehead Bay Management Plan: work is underway to seek funding to support development of the Plan.

g. Covehead Small Wharf: Council agreed at the last meeting to have a letter go from Council Chair to DFO indicating an expression of interest if and when DFO divest of the Covehead Bay small wharf – we would like to have first option to consider. A letter was sent to Baron Delaney- Area Manager-Small Craft Harbours- DFO who is responsible for the divesture program.

2. 2017 Water Sewer Education Program – June 2017

- Reminder letters and educational posters went out to community residents in late June about the importance of properly maintaining their water and sewer systems.
- Water and septic protection and conservation information is on the community website and in newsletter notices.
- Supply of water testing kits at the Community Centre for pick up.
- Septic Cleaning Reminder Service and the Water/Sewer Issue Tracking will continue to be updated as information from residents comes in – this is to help notify the community office if trends might be occurring.
- Annual Prize Draw for all who report their water testing and/or sewer cleaning (free sewer cleaning and free water testing)
- We’re looking for a couple of pieces of information from the province for future discussion.

3. Fire Prevention

- Fire prevention notices will be posted in our newsletter and social media to help remind residents and summer visitors of the importance of fire safety and to support the work of our local Fire Department and Parks Canada. Fire Department notices have been posted on the Community Facebook page and Jonathan will be contacting both Parks

and the Fire Chief to see how we can collaborate on spreading any fire safety messages to the public.

4. Stanhope Lodge

- A phone call was made after our last meeting by Jonathan to a representative of Stanhope Lodge encouraging grounds maintenance and clean up to an acceptable level. There has been a significant improvement this month.

Respectfully submitted by Connie Egan, Chair

5.5 Planning Board:

Councillor Ellsworth updated Council on the Permits issued for 2017

Houses - 6 permits issued

Garages - 2 permit issued

Accessory Building - 2 permit issued

Silo - 1 permit issued

Pool - 1 permit issued

Addition - 2 permit issued

Garden Suites - 1 permit issued

Planning Board met with residents of Beaver Run Road on June 29th. Beaver Run Road is .8 of a kilometer long and has 23 homes on it. There is currently one vacant lot and Council passed a motion in 2015 halting any further development on the road. The meeting was productive and the group agreed to report back to Council once they established a Homeowners Association.

5.6 Recreation and Community Engagement: Councillor Sheehan

Councillor Sheehan presented the attached Recreation and Community Engagement Report and highlight the success of Canada Day and the Heritage Association Walk-thon

(see attached report)

5.7 Chairperson Report/Executive Committee - Chairperson Ellis

Chairperson Ellis reported Canada Day was a success and that the people that attended had a great time. Chairperson Ellis thanked Councilors for submitting reports before the meeting for review and being respectful in discussions at Council Meetings. Last month was a busy month and a lot was accomplished at the meeting although some things were left to take time to make the right decisions.

The Vimy tree was officially planted on Canada and there was a good presentation.

Councillors stay focused and keep up the good work.

“It was duly moved and seconded to accept all committee reports as presented.”

Moved by Councillor Vriends, seconded by Councillor Pretty

10-0

MOTION CARRIED 2017-07-51

6. CORRESPONDENCE

None

7. NEW BUSINESS

7.1 - Staffing Requirements - Events Person

Councilor Sheehan spoke to the need for a Recreation and Events Person and that in the past this position was in the budget. This staff person can organize community events as well as increase rentals and community sports.

“It was duly moved and seconded that the past Human Resources Committee Job Descriptions be reviewed and updated to reflect the current requirements for an Events Person Position and this be brought back to Council by the Executive Committee for Review.

Moved by Councillor Sheehan, seconded by Councillor Rea

10-0

MOTION CARRIED 2017-07-52

8. **NEXT MEETING:** Regular Council Meeting, Wednesday, August 12th, 2017, 7:00pm

9. **ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:50pm.

Moved by Councillor Sheehan, seconded by Councillor Cook

11-0

MOTION CARRIED: 2017-07-53

SIGNED: Gordon Ellis, Chairperson

DATE:

SIGNED: Jonathan MacLean, Administrator

DATE:

**Recreation and Community Engagement Committee
Report to North Shore Community Council
Stanhope Place
July 7, 2017**

Committee Members:

Councillor Sheehan, Councillor Walsh, Councillor Gay, Councillor Reardon

1) Events

- a. **Canada Day** – The committee debriefed the Canada Day event. Over all it was felt that the event went well and that those in attendance enjoyed themselves. Numbers were less than in previous years, but the committee attributed that to the many Canada 150 activities happening on PEI.

| Things that went well | Areas of Opportunity | Ideas for 2018 |
|--|--|--|
| Sign up sheet for council | More volunteers (10 set up, 7 tear down in 2017) | Look at another option for an inflatable to replace golf to change things up. |
| Fire Dept. involvement | Have community booths more centralized | Book the water slide instead of one of the bouncy castles |
| Community Booths | Ensure washrooms are frequently checked and restocked | Look into cost of individual ice cream vs big tubs |
| Cake and ice cream | More garbage cans around the venue | Order 4 cakes |
| Inflatables, face painting, balloon twisting | Ensure event poster is shared on social media channels | Explore option of having strawberries for the ice cream too |
| Dino is a crowd favorite | | Purchase juice crystals for one of the water jugs |
| Volunteers were really great. 10 people for set up and 7 people for tear down. | | Look into any special community anniversaries for 2018 to tie to a theme of our event. |

- b. **Dinner and Do** – The Events Committee volunteers were involved in the Dinner and Do event.

A sincere thank you to our volunteers who give so freely of their time to our community events.

2) **Stanhope Place**

- The July Walk-a-Thon is on July 11. Charity will share the event information on social media.
- Justin to reach out to the Winter Survival Party organizers to discuss a possible partnership.

3) **Community Recreation Grants**

- Charity confirmed that the Community Grant forms have been approved.
- Charity to follow up on the use of the forms to date with Jonathan.

4) **Other Business**

- a. North Shore Sharks – Charity reported that the soccer program is operating.
- b. Summer Residents Event – Another committee is currently looking at hosting a summer resident event and therefore the committee felt they would support this event.
- c. Staffing – With the recent changes in staffing, the committee felt it was time to once again explore the option of hiring both a custodian and an events person. This will be discussed at the next council meeting.

Action Items

- Charity to share the Walk-a-Thon information via Facebook
- Justin to talk to the Winter Survivor Party committee and discuss how we can work together
- Charity to follow up with Jonathan on the grant program
- Discuss with council future staffing options

Respectfully submitted by: Charity Sheehan