

APPROVED MINUTES
Regular Council Meeting – Community of North Shore
Wednesday, October 11th, 2017

PRESENT:

Vice Chairperson Peter Vriends, Councillors Gerard Watts, Melody Gay, Derek Cook, Jamie Rea, Beth Pretty, Justin Walsh, Kent MacLean, Charity Sheehan, Connie Egan, Eric Ellsworth and CAO Jonathan MacLean

REGRETS:

Councillor Shawn Reardon, Chairperson Gordon Ellis

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

2. **APPROVAL OF THE AGENDA:**

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

Moved by Councillor Ellsworth, seconded by Councillor Walsh

10-0

MOTION CARRIED 2017-10-70

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.*

3. **APPROVAL OF MINUTES:**

It was duly moved and seconded that the minutes of the September 13th meeting be approved.

Moved by Councillor Sheehan, seconded by Councillor Ellsworth

10-0

MOTION CARRIED 2017-10-71

4. **Ben McCarville – Rezoning Application -**

Was not present to speak

5. **BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS:**

None

6. **REPORTS**

6.1 Finance and Infrastructure:

Infrastructure

Councillor Watts reported that the province will be replacing the wooden bridge (part of promenade) by the golf course with a concrete culvert. The golf course owns the land but is ok with the bridge being replaced. There is currently no plan for the gazebo to be replaced here but it will be reviewed

Councillor Watts reported that there were discussions with Maritime Electric to move an Osprey post to Settlers Lane.

The Heating and Cooling project is under budget so ACOA will be asked if the extra funding that was approved can be used for renovations at Stanhope Place.

Councillor Watts presented the financial report ending September 30th there is currently a surplus of 24,000, as well as a projected year end budget based on forecasting the last quarter. (see Appendix A)

The Finance and Infrastructure Committee will review the Green Space Fund at their next meeting.

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

Moved by Councillor Watts, seconded by Councillor Cook

10-0

MOTION CARRIED 2017-10-72

6.2 Administrator's Report:

Administrator Jonathan MacLean presented the following report

- Ongoing committee meetings have been attended and recorded
- Building Permits 5 in the last month
- Update website, social media and send e-newsletter
- Heating and Cooling project will be completed by the end of October
- Municipal Growth Study – North Shore, Tracadie, Union Road and Pleasant Grove needs to be rescheduled
- Events and Rec Coordinator Zane Nicholson taking the Bookings and Planning for events
- Regular Rental Cheerleading
- Rink setup planned for Mid - November
- Federation of PEI Municipal Semi Annual Meeting November 4th Montague
- New Municipalities Act Regulation and By-law templates to be released in the next week

6.3 EMO Committee - Council Rea

Council Rea reported the Terms of Reference of the committee is on track to meet both short and long-term goals. The Emergency Plan is completed and on file. Every Community member of the NSJEMO has committed to providing \$2 per resident per year in funding for the EMO group. The EMO group is reviewing the kind and quantity of supplies that will be required. Councillor Rea was able to obtain a few hygiene kits from Red Cross, and is looking into the cost and size of cots. The EMO team leaders are making an effort to contact volunteers from their lists and recruit more if needed. The EMO group will continue to promote community awareness.

6.4 Environmental Sustainability – Councillor Egan

Councillor Egan

Councillor Egan presented a verbal report, the Committee did not meet since the last council meeting, there is a meeting planned soon. The Committee has a few action items that Jonathan is helping them with and there will be a full report next Council meeting. There are draft Terms of Reference for the Covehead Bay Stewardship Committee but until the Province and DFO support is confirmed as they are key stakeholders the TOR will remain a draft.

There was a meeting planned with DFO but it has to be rescheduled. There is public support for a Bay Stewardship plan and it can be a key pillar in the next Community Official plan.

6.5 Planning Board:

Planning Board Chair Councillor Ellsworth reported forty permits year to date, the Planning Board had met twice in the last few weeks to discuss a rezoning application. Derek French will be sending the proponent a few options with regards to the application.

Year to date

Houses - 12 permits issued
Cottages - 9 permits issued
Garages - 6 permits issued
Accessory Building - 4 permits issued
Silo - 1 permit issued
Pool - 1 permit issued
Addition - 4 permits issued
Garden Suite - 1 permit issued
Demolition - 1 permit issued
Fence - 1 permit issued

6.6 Recreation and Community Engagement: Councillor Sheehan

Councillor Sheehan reviewed the Committee's report highlighting the new Recs and Events Coordinator Zane Nicholson, the upcoming Truck or Treat event planned for Halloween, multi sport (5) and active start (20) attendance and tentative Children's Christmas Party December 10th Please see attached report (Appendix B)

6.7 Chairperson Report/Executive Committee - Vice Chairperson Vriends

Vice Chairperson Vriends reported that Bell has extended fibre op to part of York and that the Community should write letters to the internet providers asking when the Community of North Shore can expect better service.

"It was duly moved and seconded to send letters to internet providers asking when the community can expect better service and pushing for better service"

Moved by Councillor Watts, seconded by Councillor MacLean

10-0

MOTION CARRIED 2017-10-73

Councillor Ellsworth and Councillor MacLean volunteered to have a meeting with a Bell Aliant rep regarding internet service in the Community, Jonathan will organize.

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

Moved by Councillor Sheehan, seconded by Councillor Gay

10-0

MOTION CARRIED 2017-10-74

7. CORRESPONDENCE

None

8. NEW BUSINESS

8.1 Resident Inquiries to Council Members

Councillor Watts- A resident brought to Councillor Watts attention that a garage was being used for Human Habitation. – Derek French reviewed the building permit and sent a letter to the owner warning him that the garage can not be used for human habitation and giving the owner 30 days to vacate or risk a possible fine.

Councillor Watts – A resident inquired about a property in the MacLauchlan Highlands having horses and whether this is permitted in a residential subdivision. – Derek French reviewed the property and it is in fact zoned Agricultural, so horses are permitted.

Councillor Sheehan – A resident asked about an unsightly property and what the Community could do – The Community does not have a By-Law regarding unsightly properties, so the resident should bring it to the attention of the province. The Community can send a letter or make a call to ask the owner to clean up which has been done in other cases in the Community.

Councillor Cook – A resident inquired about a possible cell phone tower being erected on Friston Road. – Jonathan will check with Derek French regarding the Bylaws and how they affect cell phone towers.

Councillor Cook – Eastern Road is a vary narrow road that does not have the shoulder that Route 6 and Bayshore Road have for cyclists and it is very dangerous – The province would deal with this and it was suggested that Buck Watts the local MLA for that area be contacted.

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

10. **ADJOURNMENT:**

There being no further business, the meeting adjourned at 9:17pm.

Moved by Councillor Cook, seconded by Councillor Walsh

10-0

MOTION CARRIED: 2017-10-75

SIGNED: Peter Vriends, Vice Chairperson

DATE:

SIGNED: Jonathan MacLean, Administrator

DATE:

Appendix A

Community of North Shore Budget Tracking Per Month

September 2017				
ACCOUNT	2017 BUDGET	YTD ACTUAL AS AT Sep. 30, 17	BUDGET REMAINING	BUDGET REMAINING AS PERCENTAGE
REVENUE				
Property Taxes	\$ 170,296.00	\$ 134,967.88	\$ 35,328.12	21%
<i>Planning & Development</i>				
Building Permits	\$ 6,000.00	\$ 5,740.97	\$ 259.03	4%
Green Space	\$ -	\$ -	\$ -	0%
Fines	\$ -	\$ 2,000.00	-\$ 2,000.00	0%
<i>NS Community Centre</i>				
Centre Rentals	\$ 20,000.00	\$ 11,601.39	\$ 8,398.61	42%
Centre Bar	\$ 13,000.00	\$ 7,308.43	\$ 5,691.57	44%
Community Events	\$ -	\$ 3,375.00	-\$ 3,375.00	0%
Wage Grant (JFY/Feds)	\$ 3,000.00	\$ 3,711.80	-\$ 711.80	0%
Miscellaneous Income	\$ 1,000.00	\$ 2,439.40	-\$ 1,439.40	0%
<i>Stanhope Place</i>				
Friends of the Bay	\$ 1,750.00	\$ -	\$ 1,750.00	100%
Stanhope Place Rentals	\$ 1,000.00	\$ 882.50	\$ 117.50	12%
Stanhope Place Cards	\$ 1,500.00	\$ 1,271.00	\$ 229.00	15%
Stanhope Heritage Association	\$ -	\$ -	\$ -	0%
<i>Funding</i>				
Canada Day/OEE/Violence	\$ 1,300.00	\$ 1,200.00	\$ 100.00	8%
Funding (Infrastructure/Community)	\$ 2,000.00	\$ 500.00	\$ 1,500.00	75%
Grants/Government of PEI Assistance	\$ 2,500.00	\$ -	\$ 2,500.00	100%
Gas Tax Funding	\$ -	\$ -	\$ -	0%
Funding for Capital Items TBD	\$ -	\$ -	\$ -	0%
Interest Income/Miscellaneous	\$ 1,500.00	\$ 43.02	\$ 1,456.98	97%

TOTAL REVENUE	\$ 224,846.00	\$ 175,041.39	\$ 49,804.61	
EXPENSES				
<i>Administrative/Municipal</i>				
Administrator's Wages inc. MERCS	\$ 40,040.00	\$ 31,312.28	\$ 8,727.72	22%
Administrator Mileage	\$ 500.00	\$ 525.75	-\$ 25.75	-5%
Student (W/W)	\$ -	\$ -	\$ -	0%
Professional Fees/Bookkeeping/Audit	\$ 11,000.00	\$ 10,209.00	\$ 791.00	7%
Legal Services	\$ 5,000.00	\$ 3,872.00	\$ 1,128.00	23%
Website Hosting	\$ 1,000.00	\$ 497.40	\$ 502.60	50%
Councillor Remuneration	\$ 14,000.00	\$ 7,250.00	\$ 6,750.00	48%
Councillor Mileage	\$ 500.00	\$ -	\$ 500.00	100%
Equipment	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Elections	\$ -	\$ -	\$ -	0%
Conference/Dues	\$ 3,500.00	\$ 6,169.54	-\$ 2,669.54	-76%
Insurance	\$ 10,600.00	\$ -	\$ 10,600.00	100%
Advertising	\$ 700.00	\$ 613.21	\$ 86.79	12%
Newsletter/Printing/Postage	\$ 3,000.00	\$ 192.76	\$ 2,807.24	94%
Office Expenses	\$ 5,000.00	\$ 2,707.23	\$ 2,292.77	46%
Interest and bank fees	\$ 1,000.00	\$ 478.05	\$ 521.95	52%
Telephone/Internet	\$ 2,500.00	\$ 1,823.97	\$ 676.03	27%
Donations	\$ 200.00	\$ 50.00	\$ 150.00	75%
Capital Expenditures	\$ -	\$ 11,146.74	-\$ 11,146.74	0%
Total Administrative/Municipal	\$ 100,040.00	\$ 76,847.93	\$ 23,192.07	23%
<i>Planning/Development</i>				
Planning Consulting Fees	\$ 7,000.00	\$ 4,582.88	\$ 2,417.12	35%
Official Plan Admin/Enforcement	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Planning Consultant	\$ 4,800.00	\$ -	\$ 4,800.00	100%
Planning Committee Costs	\$ 500.00	\$ 1,200.56	-\$ 700.56	-140%
Planning Mileage	\$ 100.00	\$ -	\$ 100.00	100%
Total Planning/Development	\$ 13,400.00	\$ 5,783.44	\$ 7,616.56	57%

Water & Wastewater Services	\$ 1,000.00	\$ 2,233.70	-\$ 1,233.70	-123%
EMO - Emergency Measures Organization	\$ 2,000.00	\$ 55.00	\$ 1,945.00	97%
Facilities and Public Property				
North Shore Community Centre				
Centre Wages inc. MERCS	\$ 18,000.00	\$ 15,770.83	\$ 2,229.17	12%
Activities Supplies/Licenses/Misc.	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Bar/Canteen (licenses & bartenders)	\$ 2,500.00	\$ 5,001.70	-\$ 2,501.70	-100%
Electricity	\$ 4,000.00	\$ 3,583.01	\$ 416.99	10%
Casual/Student Wages	\$ 9,800.00	\$ 674.25	\$ 9,125.75	93%
Centre Mileage	\$ 406.00	\$ 199.50	\$ 206.50	51%
Repair/Maintenance/Snow	\$ 22,000.00	\$ 19,887.10	\$ 2,112.90	10%
Heat Oil/Utilities	\$ 5,000.00	\$ 3,338.15	\$ 1,661.85	33%
Septic Fix	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Heating Review	\$ 2,500.00	\$ 5,005.00	-\$ 2,505.00	-100%
Energy Retrofits/Insulation/Misc.	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Payment/Interest on demand loan	\$ -	\$ -	\$ -	0%
Total North Shore Community Centre	\$ 67,706.00	\$ 53,459.54	\$ 14,246.46	21%
Stanhope Place				
Heat	\$ 500.00	\$ -	\$ 500.00	100%
Electricity	\$ 3,700.00	\$ 3,046.87	\$ 653.13	18%
Capital Expenditures	\$ 5,000.00	\$ -	\$ 5,000.00	100%
Repair/Maintenance/Snow	\$ 3,000.00	\$ 1,204.50	\$ 1,795.50	60%
Energy Retrofits/Insulation/Misc.	\$ -	\$ -	\$ -	0%
Total Stanhope Place	\$ 12,200.00	\$ 4,251.37	\$ 7,948.63	65%
Promenade				
Promenade Maintenance	\$ 5,500.00	\$ 3,313.93	\$ 2,186.07	40%
Promenade Lighting	\$ 700.00	\$ 511.71	\$ 188.29	27%
Total Promenade	\$ 6,200.00	\$ 3,825.64	\$ 2,374.36	38%
Total Facilities and Public Property	\$ 86,106.00	\$ 61,536.55	\$ 24,569.45	29%

Recreation				
Community Grants	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Friends of Covehead Bay	\$ 1,750.00	\$ -	\$ 1,750.00	100%
Soccer	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Event Expenses	\$ 8,050.00	\$ 3,660.86	\$ 4,389.14	55%
Total Recreation	\$ 12,300.00	\$ 3,660.86	\$ 8,639.14	70%
TOTAL EXPENSES	\$ 214,846.00	\$ 150,117.48	\$ 64,728.52	30%
SURPLUS/DEFICIT YTD	\$ 10,000	\$ 24,924		
CAPITAL FUND	\$ 10,000	\$ -		
SURPLUS/DEFICIT W/ CAPITAL FUND	\$ -	\$ 24,924		

BALANCE SHEET - as at September 30, 2017

ASSET				
Current Assets				
Bank - Community	77,223.28			
Can-PEI Infrastructure (Gas Tax)	19,313.19			
Rest Cash - Green Space/Rec - Comm	5,840.00			
Official Plan/Greenspace GIC - Comm	19,312.74			
GIC - Community	5,335.29			
GIC - Reserve Fund	50,179.73			
Petty Cash - NSCC	400.00			
Total Cash		177,604.23		
GST/HST Recievable	3,751.39			
Total Receivables		3,751.39		
Inventory - Bar - NSCC	576.49			
Total Inventory		576.49		
Total Current Assets		181,932.11		

Capital Assets			
Land		10,000.00	
Building		806,260.71	
Acc Amort - Building		-308,151.45	
Land Improvements		35,828.57	
Accum Amort - Land Improvements		-4,184.00	
Promenade		795,863.95	
Acc Amort - Promenade		-297,560.74	
Equipment		67,660.65	
Acc Amort - Equipment		-53,357.57	
Total Capital Assets		<u>1,052,360.12</u>	
TOTAL ASSET		<u>1,234,292.23</u>	
LIABILITY			
Current Liabilities			
Accounts payable - trade	1,918.06		
BMO MasterCard	129.87		
GST/HST Payable	126.51		
CPP Payable	268.28		
EI Payable	139.43		
Income tax payable	620.17		
Vacation Pay Payable	-75.72		
PST Payable	-66.46		
Total Accounts payable & accruals		3,060.14	
Deferred Revenue Official Plan		1,022.43	
Deferred Revenue - Green Space/Rec		25,083.44	
Deferred Revenue - Gas Tax		41,248.00	
Total Current Liabilities		<u>70,414.01</u>	

TOTAL LIABILITY		70,414.01		
EQUITY				
Surplus				
Operating Fund		1,140,149.31		
Current Earnings		23,728.91		
Total Operating Fund		1,163,878.22		
TOTAL EQUITY		1,163,878.22		
LIABILITIES AND EQUITY		1,234,292.23		
		-\$ 0.00		
		\$ 1,195.00		

Community of North Shore Budget Tracking Per Month

Projected December

December 2017

ACCOUNT	2017 BUDGET	YTD ACTUAL AS AT Dec. 31, 17	BUDGET REMAINING	BUDGET REMAINING AS PERCENTAGE
REVENUE				
Property Taxes	\$ 170,296.00	\$ 180,093.88	-\$ 9,797.88	0%
<i>Planning & Development</i>				
Building Permits	\$ 6,000.00	\$ 6,890.97	-\$ 890.97	0%
Green Space	\$ -	\$ -	\$ -	0%
Fines	\$ -	\$ 2,000.00	-\$ 2,000.00	0%
<i>NS Community Centre</i>				
Centre Rentals	\$ 20,000.00	\$ 15,501.39	\$ 4,498.61	22%
Centre Bar	\$ 13,000.00	\$ 9,508.43	\$ 3,491.57	27%
Community Events	\$ -	\$ 3,375.00	-\$ 3,375.00	0%
Wage Grant (JFY/Feds)	\$ 3,000.00	\$ 3,711.80	-\$ 711.80	0%
Miscellaneous Income	\$ 1,000.00	\$ 2,439.40	-\$ 1,439.40	0%
<i>Stanhope Place</i>				
Friends of the Bay	\$ 1,750.00	\$ 1,750.00	\$ -	0%
Stanhope Place Rentals	\$ 1,000.00	\$ 882.50	\$ 117.50	12%
Stanhope Place Cards	\$ 1,500.00	\$ 2,121.00	-\$ 621.00	0%
Stanhope Heritage Association	\$ -	\$ -	\$ -	0%
<i>Funding</i>				
Canada Day/OEE/Violence	\$ 1,300.00	\$ 1,200.00	\$ 100.00	8%
Funding (Infrastructure/Community)	\$ 2,000.00	\$ 500.00	\$ 1,500.00	75%
Grants/Government of PEI Assistance	\$ 2,500.00	\$ -	\$ 2,500.00	100%
Gas Tax Funding	\$ -	\$ -	\$ -	0%
Funding for Capital Items TBD	\$ -	\$ -	\$ -	0%

Interest Income/Miscellaneous	\$ 1,500.00	\$ 543.02	\$ 956.98	64%
TOTAL REVENUE	\$ 224,846.00	\$ 230,517.39	-\$ 5,671.39	
EXPENSES				
<i>Administrative/Municipal</i>				
Administrator's Wages inc. MERCs	\$ 40,040.00	\$ 40,040.08	-\$ 0.08	0%
Administrator Mileage	\$ 500.00	\$ 705.75	-\$ 205.75	-41%
Student (W/W)	\$ -	\$ -	\$ -	0%
Professional Fees/Bookkeeping/Audit	\$ 11,000.00	\$ 10,659.00	\$ 341.00	3%
Legal Services	\$ 5,000.00	\$ 3,872.00	\$ 1,128.00	23%
Website Hosting	\$ 1,000.00	\$ 707.40	\$ 292.60	29%
Councillor Remuneration	\$ 14,000.00	\$ 14,500.00	-\$ 500.00	-4%
Councillor Mileage	\$ 500.00	\$ 100.00	\$ 400.00	80%
Equipment	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Elections	\$ -	\$ -	\$ -	0%
Conference/Dues	\$ 3,500.00	\$ 6,169.54	-\$ 2,669.54	-76%
Insurance	\$ 10,600.00	\$ 10,600.00	\$ -	0%
Advertising	\$ 700.00	\$ 613.21	\$ 86.79	12%
Newsletter/Printing/Postage	\$ 3,000.00	\$ 1,392.76	\$ 1,607.24	54%
Office Expenses	\$ 5,000.00	\$ 3,607.23	\$ 1,392.77	28%
Interest and bank fees	\$ 1,000.00	\$ 628.05	\$ 371.95	37%
Telephone/Internet	\$ 2,500.00	\$ 2,468.97	\$ 31.03	1%
Donations	\$ 200.00	\$ 50.00	\$ 150.00	75%
Capital Expenditures	\$ -	\$ 11,146.74	-\$ 11,146.74	0%
Total Administrative/Municipal	\$ 100,040.00	\$ 107,260.73	-\$ 7,220.73	-7%
<i>Planning/Development</i>				
Planning Consulting Fees	\$ 7,000.00	\$ 6,982.88	\$ 17.12	0%
Official Plan Admin/Enforcement	\$ 1,000.00	\$ 500.00	\$ 500.00	50%
Planning Consultant	\$ 4,800.00	\$ -	\$ 4,800.00	100%
Planning Committee Costs	\$ 500.00	\$ 1,200.56	-\$ 700.56	-140%
Planning Mileage	\$ 100.00	\$ -	\$ 100.00	100%

Total Planning/Development	\$ 13,400.00	\$ 8,683.44	\$ 4,716.56	35%
Water & Wastewater Services	\$ 1,000.00	\$ 2,233.70	-\$ 1,233.70	-123%
EMO - Emergency Measures Organization	\$ 2,000.00	\$ 2,000.00	\$ -	0%
Facilities and Public Property				
North Shore Community Centre				
Centre Wages inc. MERCS	\$ 18,000.00	\$ 16,970.83	\$ 1,029.17	6%
Activities Supplies/Licenses/Misc.	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Bar/Canteen (licenses & bartenders)	\$ 2,500.00	\$ 5,001.70	-\$ 2,501.70	-100%
Electricity	\$ 4,000.00	\$ 4,533.01	-\$ 533.01	-13%
Casual/Student Wages	\$ 9,800.00	\$ 3,374.25	\$ 6,425.75	66%
Centre Mileage	\$ 406.00	\$ 199.50	\$ 206.50	51%
Repair/Maintenance/Snow	\$ 22,000.00	\$ 22,837.10	-\$ 837.10	-4%
Heat Oil/Utilities	\$ 5,000.00	\$ 4,388.15	\$ 611.85	12%
Septic Fix	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Heating Review	\$ 2,500.00	\$ 5,005.00	-\$ 2,505.00	-100%
Energy Retrofits/Insulation/Misc.	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Payment/Interest on demand loan	\$ -	\$ -	\$ -	0%
Total North Shore Community Centre	\$ 67,706.00	\$ 62,309.54	\$ 5,396.46	8%
Stanhope Place				
Heat	\$ 500.00	\$ -	\$ 500.00	100%
Electricity	\$ 3,700.00	\$ 3,731.87	-\$ 31.87	-1%
Capital Expenditures	\$ 5,000.00	\$ -	\$ 5,000.00	100%
Repair/Maintenance/Snow	\$ 3,000.00	\$ 2,404.50	\$ 595.50	20%
Energy Retrofits/Insulation/Misc.	\$ -	\$ -	\$ -	0%
Total Stanhope Place	\$ 12,200.00	\$ 6,136.37	\$ 6,063.63	50%
Promenade				
Promenade Maintenance	\$ 5,500.00	\$ 3,313.93	\$ 2,186.07	40%
Promenade Lighting	\$ 700.00	\$ 691.71	\$ 8.29	1%
Total Promenade	\$ 6,200.00	\$ 4,005.64	\$ 2,194.36	35%

Total Facilities and Public Property	\$ 86,106.00	\$ 72,451.55	\$ 13,654.45	16%
Recreation				
Community Grants	\$ 1,500.00	\$ -	\$ 1,500.00	100%
Friends of Covehead Bay	\$ 1,750.00	\$ 1,750.00	\$ -	0%
Soccer	\$ 1,000.00	\$ -	\$ 1,000.00	100%
Event Expenses	\$ 8,050.00	\$ 6,560.86	\$ 1,489.14	18%
Total Recreation	\$ 12,300.00	\$ 8,310.86	\$ 3,989.14	32%
TOTAL EXPENSES	\$ 214,846.00	\$ 200,940.28	\$ 13,905.72	6%
SURPLUS/DEFICIT YTD	\$ 10,000	\$ 29,577		
CAPITAL FUND	\$ 10,000	\$ -		
SURPLUS/DEFICIT W/ CAPITAL FUND	\$ -	\$ 29,577		

**Recreation and Community Engagement Committee
Report to North Shore Community Council
Stanhope Place
October 4th, 2017**

Committee Members: Councillor Sheehan, Councillor Walsh, Councillor Gay

Guests: Zane Nicholson, Jonathan MacLean, Chairperson Gordie Ellis

Regrets: Councillor Reardon

1. Welcome and Introductions

- Jonathan introduced Zane as the newest staff member of the Community of North Shore as the Events and Recreation Coordinator.
- Everyone introduced themselves and gave a brief background.
- Charity reiterated how excited the committee was to have Zane on board and how they looked forward to working with him.

2. Terms of Reference Review

- The TOR were present for information purposes for Zane to have some background information.

3. Upcoming Events

a. Halloween Party

- The Halloween party details were discussed.
- The event will take place on Halloween night at the North Shore Community Centre. The timeline is as follows 5:30- 7:30 “Trunk or Treat” event in the NSCC parking lot and a 6-7pm children’s party inside NSCC with freeze dance, crafts and a movie.
- Zane will set up the space for the event
- Melody will connect the North Shore Community Centre events committee to confirm all the roles and responsibilities.
- Charity will create the posters for social media and community bulletin boards.
- Decorating will take place on October 29th at 4:30pm.

b. Remembrance Day

- Planning for Remembrance Day were discussed.
- Gordie gave some feedback and history.
- Charity will provide Zane with the files from 2016.

c. Christmas Party

- The date of December 10th from 6-7pm
- Melody will connect the North Shore Community Centre events committee to confirm all the roles and responsibilities.

4. NSCC Updates

- Programming
 - Active Start and Multi-sport will begin on October 7 and run for 16 weeks.
 - Zane was excited to announce that the arena construction at NSCC is well underway. The outdoor tap has been installed and the purchasing of the arena bladder will take place this week as well as the frame.
- Eastern Region Sport and Recreation Council
 - Charity explained the relationship with the ERSRC and how all programming interested should go through their ED, Jacob Smith. There are a variety of other programs we could have support with.

5. Stanhope Place Updates

- Winter Survival Party is still on our list of events to do this year. Justin will report back in November on the event details.

6. Other Business

- Zane asked the committee for the feedback on creating a seasonal program brochure. The committee was in favor of this idea.
- Zane asked a variety of questions for clarification.
- The committee agreed to meet on the 1st Wednesday of the month at 9:30am at Stanhope Place going forward. Zane will join the committee as an Ex-officio.

Respectfully submitted by: Charity Sheehan