COMMUNITY of MILTONVALE PARK
ANNUAL GENERAL MEETING
Milton Community Hall Thursday, March 30, 2017 at 7:30 p.m.
Storm date - Friday, March 31, 2017

AGENDA

1. Call to Order and Welcome

2. Approval of Agenda

3. Declaration of Conflict of Interest

4. Minutes of Annual General Meeting – March 15, 2016

5. Reports

A. Chair's Report – Chair Hal Parker

B. Committees and Associated Bodies

i. Planning Board –Chair Hal Parker

ii. Environment and Community Living – Councillor Tamsyn Cosh-MacKenzie

iii. Emergency Measures –Councillor Sheila Curtis

iv. Personnel – Councillor Phil Hooper

v. Queens County Landfill –Chair Hal Parker

vi. Communities 13, Inc.

6. Auditor's Report and Financial Statements – 2016 Councillor Phil Hooper

7. Budget 2017 –Councillor Phil Hooper

8. Establishment of Tax Rate for 2017 –Councillor Phil Hooper

9. New Business

A. Issues or Concerns from Residents

B. Municipal Government Act

9. Adjournment of Annual General Meeting

Procedural Notes:

The annual meeting is a meeting of Council. At the meeting, only Councillors make and vote on motions. Provincial legislation has changed, and in 2017, residents do not vote on expenses. Council has approved the budget at their March Regular Council meeting. Council must provide an opportunity for residents to raise concerns or matters of interest to the public. If a resident wishes to address a concern, comments should be addressed to the Chair.

MILTONVALE PARK COMMUNITY COUNCIL 2105 ANNUAL GENERAL MEETING

Milton Community Hall Tuesday, March 15, 2016 at 7:30 p.m.

PRESENT: Chair Hal Parker, Councillors Sheila Curtis, Philip Hooper, Denise MacDonald-Vail, Tamsyn Cosh-MacKenzie, Helen Shaw, and Sheila MacKinnon; Residents George Piercey, Orville Curtis, Betty Pryor, Robert Turner, Robert Hooper, Gail Ling, Charles MacKenzie; and Administrator Shari MacDonald

1. **Call to Order and Welcome** – Chair Parker called the annual meeting to order at 7:30 p.m. and thanked those in attendance for their presence.

2. **Presentation of Agenda**

Motion 2016-18: Moved by Councillor Sheila MacKinnon, seconded by Councillor Tamsyn Cosh-MacKenzie that **the agenda be adopted as circulated.** Motion carried.

3. **Minutes of March 30, 2015 Annual General Meeting**

Motion 2016-19: Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Sheila MacKinnon that **the minutes of the March 30, 2015 Annual General Meeting be approved as circulated**. Motion carried.

4. **Reports**

A. **Chair's Report** – Chair Hal Parker reviewed his written report outlining the highlights of 2015, including the election of Councillors Helen Shaw and Denise MacDonald-Vail, the review of the Official Plan and Development Bylaws, the many seniors' programs offered, as well as the increased activities for children. More staff were hired in 2015 to work with the Cornwall and Area Watershed Group and to focus on Emergency Measures planning. Infrastructure improvements were also noted, with an infrastructure inventory, new dog run, basketball fence, community signs and funding approved for internet improvements. Chair Parker extended his appreciation to all those who contributed to a successful year.

B. **Committees and Associated Bodies**

i. **Planning Board** –Chair Hal Parker referred to his circulated report, noting that much effort was contributed by planner Hope Parnham, and former planner Janice Harper, along with Councillors and Planning Board to revise the Official Plan and Bylaws. There were 20 permits issued in 2015, with a stated value of $519,600. Council was involved with one appeal at the Island Regulatory and Appeal Commission involving two applications denied in late 2014. Council was subsequently ordered to issue the permit for 2015. Four of five contraventions of the bylaws have been successfully resolved, while one is outstanding.

ii. **Environment and Community Living** – Councillor Tamsyn Cosh-MacKenzie reviewed the many activities carried out over 2015 – seniors' exercise classes and chair yoga, information sessions on healthy eating, safe driving and financial safety, a health fair, road trip and a very successful community play which was staged in January 2016. Family Violence Prevention Week was marked with a blanket making activity, and Canada Day saw the addition of a bouncy castle, to the delight of the children. A Halloween Party and Christmas Decorating Contest were also held.

The park was enhanced with the addition of a dog run and basketball court fencing. The park was staffed again this summer, and special programming days were held. Thirty-seven youth received child bursaries, and seven Green Initiative grants were disbursed. The pasture lease was renewed with the province for six years, and the black fly program was expanded. Council received provincial funding to hire a student to work with the Cornwall and Area Watershed Group (CAWG), and a worker to update the Community's Emergency Measures Plan. CAWG has shared that provincial staff intend to focus on several areas within the North River Watershed in 2016.

iii. **Emergency Measures** –Councillor Sheila Curtis highlighted the Emergency Measures' Committee Report and the 2015 focus on updating the community plan and enhanced training for Councillors and volunteers.

iv. **Personnel** – Councillor Philip Hooper noted that there were four temporary workers hired in 2015, two park students, an EMO worker and a student for the Watershed – all funded to some degree through provincial and federal job funding programs. The Development Officer and Administrator remain as permanent part-time staff. The administrator's hours were increased to 24/week at the beginning of 2016.

v. **Queens County Landfill** –Chair Hal Parker reviewed the status of the landfill and noted that a resident had suggested that a deep hole at the landfill be infilled with inert material to reduce any liability now present.

vi. **Communities 13, Inc.** –Chair Hal Parker referred residents to the written summary of the Communities 13, Inc. Annual Meeting which were included in the meeting package. If any residents are interested, there are member-at-large positions on the board of the APM Centre.

Motion 2016:20 –Moved by Councillor Sheila MacKinnon, seconded by Councillor Sheila Curtis that **the reports of Committees and Associated Bodies for the March 15, 2016 Annual General Meeting be approved as circulated**. Motion carried.

Questions from residents included a request to learn the cost of the watershed student, and the type of work carried out. The Community paid the mandatory employer employment costs (MERCs). There was debris cleared from Coles Creek, and tree-planting. It was asked if trucks are stored at the former landfill site, but they are not. Occasionally the roll on-roll off containers are left there overnight.

5. **Auditor's Report and Presentation of 2015 Financial Statements**

Councillor Phil Hooper reviewed the audited report from MRSB. The statement of financial position reports an accumulated surplus of $421,052 –with financial assets (cash, restricted cash and accounts receivable) of $385,028, liabilities of $64,949, and non-financial assets of $100,973. Revenue in 2015 equalled $245,002, plus government transfers for capital of $16,245, with expenses of $272,172, leaving a loss of $10,925 in 2015.

Motion 2016:21 –Moved by Councillor Sheila MacKinnon, seconded by Councillor Sheila Curtis that **the audited financial statement for the Community of Miltonvale Park for 2015 be approved as presented**. Motion carried.

6. **Proposed Budget and Approval of Estimates 2016**

Councillor Philip Hooper reviewed the proposed budget. He noted that many of the capital items would be contingent on the Community's receiving funding for the projects.

Motion 2016:22 - Moved by Councillor Philip Hooper, seconded by Councillor Sheila MacKinnon, **that "General Administrative" expenditures of $67,660 be approved.** Motion carried.

Motion 2016:23 - Moved by Councillor Philip Hooper, seconded by Councillor Sheila MacKinnon, that **"Facilities and Public Property" expenditures of $85,015 be approved.** Motion carried.

Motion 2016:24 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Helen Shaw, that **"Fire Protection" expenditures totaling $65,230 be approved.** Motion carried.

It was noted that the fire dues will be increasing by 1 cent/$100 assessment in 2016.

Motion 2016:25 - Moved by Councillor Philip Hooper, seconded by Councillor Sheila MacKinnon that **"Planning and Zoning" expenditures of $33,400 be approved.** Motion carried.

Motion 2016:26 - Moved by Councillor Philip Hooper, seconded by Councillor Sheila MacKinnon that **"Community Development" expenditures of $341,530 be approved.** Motion carried.

Motion 2016:27 - Moved by Councillor Philip Hooper seconded by Councillor Sheila MacKinnon, that **"Professional Services and Memberships" expenditures of $11,430 be approved.** Motion carried.

Motion 2016:28 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Sheila MacKinnon that **"Recreation and Parks" expenditures of $26,835 be approved.** Motion carried.

7. **Establishment of Tax Rate for 2016** –Councillor Phil Hooper

Motion 2016:29 - Moved by Councillor Philip Hooper, seconded by Councillor Denise MacDonald-Vail that **the tax rate for the Community of Miltonvale Park for 2016 be 16.6 cents/$100 for non-commercial and 82.6 cents/$100 assessment for commercial properties.** Motion carried.

8. **New Business** - **Issues or Concerns from Residents**

Residents were given the opportunity to raise any issues or concerns. Improvement of the internet in the community was seen to be a very welcome project, although it was felt that the previous Provincial Liberal Government had previously promised high speed for the entire province, and it may also be a federal responsibility. Industry Canada considers 1.5 MBps to be "high speed".

The War Memorial Project is planned to be a monument to recognize the contributions of community residents in war efforts, and if funded, would be located at the Milton Community Hall, but would not be the site of Remembrance Day Ceremonies.

There was a suggestion that Coles Creek be treated for mosquitoes. The policy of Council is to only fund public black fly control. The effectiveness and cost of mosquito control, which must be applied to stagnant water, makes it prohibitive to do throughout the community. Barn swallow and bat boxes may help encourage mosquito predators. Gail Ling will attempt to find out more information on a voluntary mosquito spraying program that is carried out in another Island community.

9. **Adjournment of Annual General Meeting**

Motion 2016:30 – Moved by Councillor Sheila MacKinnon **that the meeting be adjourned,** and Chair Parker declared it so at 8:37 p.m.

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Chair Administrator

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Date approved

Chair's Report - Community of Miltonvale Park – 2016

On behalf of Council, I wish to welcome you to the Annual General Meeting for the Community of Miltonvale Park. This evening you will hear reports from Council committees, review the financial statements from 2016 and the proposed expenditures for 2017 and have an opportunity to raise any issues or concerns you might have on any matter.

Also, I want the residents to be aware that due to changes in the new P.E.I. Municipal Government Act that next year the budget will be a 15 month document which is intended to realign the Community's year end with the Province's year end. Also in future there will be both an operating budget and a capital budget for the Community.

The powers of Council are set out in the new Act and Council acts within these powers. We have the authority to set and enforce bylaws and issue development permits within the confines of Miltonvale Park's Official Plan and Development By-Laws and the Special Planning Area Regulations. Council sets the rate for the municipal portion of the residential and commercial taxes based on a balanced budget which is being presented to you at tonight's meeting. Funds are spent during the year with the mind of adhering to the budget as closely as possible, not knowing what the future will bring.

I believe, as I hope you do, that the Community is fortunate to have a stable and dedicated Council to serve our common interests. Decisions at Council are sometimes complicated but the dedication and well prepared diligence of Tamsyn Cosh-MacKenzie, Sheila Curtis, Philip Hooper, Denise MacKinnon-Vail, Sheila MacKinnon and Helen Shaw can be seen at any monthly Council meeting on the 3rd Wednesday of the month, at 7:30 in the Council boardroom at the Milton Community Hall.

I know that all of your Councillors are approachable and only have the best interests of yourselves and the community at heart. I thank them all for their support and dedication.

Planning Board has completed a busy 2016. We have been getting used to our new Official Plan and Development Bylaw and defending the old one at IRAC.

Unfortunately, the newly released census data does not show the Community as growing. Council appreciates the help of community members Steve Dickieson, George Piercey and Betty Pryor who serve on the Planning Board along with Councillors Sheila Curtis and Sheila MacKinnon. Their opinions and insights are invaluable. As well, I think I speak for all of Planning Board in thanking Sandy Foy our Development Officer and Hope Parnham our Planner for their steadfast assistance and counsel over the year.

So much is so well done on all of Council's Committees but special thanks has to go out to Tamsyn Cosh-MacKenzie and her Environment and Community Living Committee. This Committee provides the programs that are the glue that keeps people involved. Significant activities like Seniors' programs such as seniors exercise classes, chair yoga, healthy eating presentations and a road trip. The Miltonvale Community Players put on another four performance "SOLD OUT" play this year. Please review Tamsyn's Report to get a better overview of all the things that brought us together in 2016.

Council does not operate without the residents' input both in taxes and ideas. Part of the new Municipal Government Act is focused on creating new larger, more sustainable communities and to that end we want your help in this process. Hopefully if you know people in the adjacent communities you can encourage them to come together to talk about amalgamation and we can initiate a study toward that end. Miltonvale is a rural community and there are many communities like us close by. We must find a way to join together without losing our identities as good places to live and grow.

This new direction will be added to the other major thrust that your Council has been pursuing and that is trying to find the most cost effective way of improving internet speed and service. We are still working on potential internet improvements and it is a complicated subject that has gotten and will continue get a lot of our attention.

I would like to thank all of you who have shown your support for the community by attending Canada Day celebrations, by visiting the community park or by beautifying the community, as did Kari MacInnis-Coles, who planted the flowers at the intersection of Routes 2 and 7. Thank you to those who work within community organizations such as the Springvale, North Milton and South Milton WIs and the Milton Community Hall Committee. Thanks go out our park summer student Carolyn Crane for her service at the Miltonvale Community Park and in the Council Office last summer and to her sister Heather who worked tirelessly at the Milton Community Hall. As well, special thanks are extended to Joanie and Jeff MacKinnon for their diligence and assistance with the Community Park over the past year.

I wish to thank, on behalf of myself and all of Council, our Administrator, Shari MacDonald. I for one know we could not function as effectively as we do without her invaluable help. Both of our staff; Shari and our Development Officer, Sandy Foy worked hard during the year to keep us informed so we could make the best decisions possible on your behalf.

Respectfully submitted,

Hal Parker

2016 Planning Board Report

Members of the Planning Board include Councillors Sheila Curtis, Sheila MacKinnon and Denise MacDonald-Vail. Community representatives on the Board are Steve Dickieson, George Piercey and Betty Pryor. As well Shari MacDonald, our administrator, is a non-voting member of Planning Board.

Sandy Foy is the Development Officer for Miltonvale Park, working on a part time basis.

<u>Official Plan Review</u>

I am pleased to report that the Minister of Communities, Land & Environment approved our new Official Plan and Development Bylaw on May 31, 2016. This was the culmination of many hours of hard work by Planning Board and Council and will be used to guide the Community for the next five years.

It is hoped that if the Province is going to make changes to the **Planning Act** or the Special Area Planning Regulations that they will do it in the spring sitting of the House in order to allow the maximum amount of time to have any revisions to our Plan or Bylaws reflect the revised Provincial statutes.

Activity in 2016

- In total 20 development permits were issued in 2016. The stated value of the permits was $328,700. This amount is $190,900 less than in 2015.
- The value of residential permits was $194,500 which consisted of a new mini-home and 12 permits for private accessory buildings, decks, fences and a sauna. This is $130,300 less than in 2015.
- One application for a green house on a residential lot was denied.
- Six permits for work involving $114,200 were issued for agricultural parcels.
- One permit valued at $20,000 was issued for an institutional parcel.
- Council granted subdivision approval for a boundary revision and a lot consolidation.
- One application for lot consolidation was denied.

Appeals

In January 2015, The Island Regulatory and Appeals Commission (IRAC) heard two matters brought by a property owner (involving the same property and the same type of application). The Commission quashed Council's decisions and ordered Council to issue the permit subject to certain conditions for the year 2015. The Appellant did not agree to the conditions and the permit was not issued. The property owner requested the Commission review Council's decision to not issue the permit and in March 2017, IRAC ruled that the permit - with what the Commission determined to be "reasonable and relevant" conditions, be granted on May 1, 2017.

Contraventions

During the year, three written notices of alleged contraventions were sent to land owners. One involved erecting a swimming pool without a permit while the other two involved erecting accessory buildings without a permit.

In Summary

All in all, a fairly busy year and so as Chair, I would like to thank all of the members of Planning Board for their attendance to meetings despite their busy schedules. Your efforts are much appreciated.

As well, I know I do not thank Sandy Foy (our Development Officer) and Shari MacDonald (our Administrator) nearly enough for all of their hard work and timely insights that help make my tasks and those of Planning Board much easier – so, thank you both very much.

Lastly, thanks must go also to our planner, Hope Parnham, for all her help during the year, particularly in regards to getting a very polished Official Plan submitted, which eventually garnered Provincial approval.

Respectfully submitted,

Hal Parker, Chair, Planning Board

Environment and Community Living Committee

Committee Chair: Tamsyn Cosh-MacKenzie, **Committee Members:** Councillors Sheila MacKinnon, Sheila Curtis, Council Chair Hal Parker, and the administrator (non-voting)

Committee Goals: Oversee and promote recreation facilities and activities within the community; the Community pasture, the coordination of Community events (such as the Canada Day Celebration at our Community Park), and to promote a green environmental strategy to members of the community through the Green Initiative Fund, and to oversee the Children's Bursary Program.

Watershed

The Cornwall and Areas Watershed Group was active through the year in both the Cornwall and North River Watersheds. Field crews spent time in the streams and riparian zones improving fish passage, removing blockages, and planting bank stabilizing native trees and shrubs in riparian zones. Matthew Locke was the summer student hired through the community to work on the CAWG crew. Coles Creek was jointly monitored by UPEI (Dr. Van der Heuvel's lab) for both water quality and stream flow. There were several tree planting and stream clean up events held across both watersheds, and a few educational experiences CAWG partnered with local schools to provide. Federal funding was received by CAWG through the Habitat Species at Risk program to carry out work in the North River Watershed, and saw staff member Hillary Shaw working out of shared office space in the Milton Hall in 2017. This project involved electrofishing, Redd Surveys, designing an updated Conservation and Stewardship plan, providing information to landowners The CAWG 2017 AGM will be held in the community April 5th.

APM Center

Don Aitken remains the new Communities 13 Inc. representative. The APM Center continues to operate on a break-even operational budget.

Seniors Projects

New Horizons for Seniors Programs continued with fantastic community involvement this year. Exercise and Chair Yoga classes, Community Kitchens, Healthy Eating workshops, and a summer road trip to Belfast Mini Mills and Orwell Corner all provided local seniors with opportunities to socialize, be active and share tips and skills. In 2016 the Miltonvale Community Players performed four sold-out shows. This year (2017) saw the continuation of the play project, which was almost entirely self funded, and again the four sold-out shows received rave reviews. The program finished up the 2016-17 projects with Felting and "Be Knotty" events, which were well attended and enjoyed. It is expected that a project called **Making Memories in Miltonvale Park** will be funded and launched in 2017.

Community Pasture

A 5-year proposal was presented by Earl Hambly to farm the Community Pasture this past year, in rotation of grain and hay/silage Soil testing will be done in the spring to ensure that best soil management can take place. A berm and swale are also planned to be constructed in 2017.

Community Park

Park usage was up this year, with lots going on and more people discovering our hidden gem. A new door was installed in the exterior of the park shelter, to allow for 24/7 bathroom access for park users. Water saving taps, a non-slip floor matt and a fresh coat of paint rounded out the upgrade and improved its functionality. These improvements have been very well received by park visitors, most specifically those who make use of the ball

field. West Royalty Softball group have been the park's biggest users of the ballfield this year, holding games and practices practically every day all summer long, and they shared the cost of a drag for the infield with the community.

New park equipment was installed; a fantastic musical "Swirl" piece was added, as well as an interesting U-swing, helping make the park more accessible for those with different mobility needs. A donation from Faithworks Center generously replaced two swings that went missing. Some gravel landscaping and trimming was carried out, helping keep the park beautiful and the walking trail clear. Uptake on the community garden was slow, but some nice produce was harvested and enjoyed as healthy snacks by children visiting the park.

Summer programming at the park was delivered by Staff member Carolyn Crane, who applied for new wellness initiatives and provided excellent community engagement to all park users. Kids enjoyed drop in programs and special events; Superhero day, Christmas in July, Park Olympics, Teddy Bear Picnic, and Mad Scientist day!

Funding was approved in 2016 for a tennis court, to be constructed at one end of the soccer field, which will be converted to a regulation U-12 field. The fenced court will be lined to also allow for 4 pickle ball courts. Construction is hoped to be completed in the spring of 2017.

Events and Special Occasions

Canada Day was busy and bright this summer, with many residents and visitors in attendance. BBQ hamburgers, hotdogs, cake and ice cream were enjoyed, while musical entertainment, an inflatable bouncy castle, kids' games and special guests kept everyone busy. Special thanks to all the staff and volunteers who worked tirelessly to make the event a big hit again this year.

We saw many spooky ghouls and critters at the hall this Halloween! This year's party was moved to a slightly earlier time slot, and grew in popularity from last year. Many costumed kids (and adults) gathered to decorate cookies, make crafts, take photo's in a spooky photoshoot, watch a movie and have a great time.

Family Violence prevention week was observed in the community February 12th-18th with the purple ribbon surrounding the hall, and a blanket making bee. As in past years, the blankets made were donated to local women's shelters, and were much appreciated.

Canada 150 will be celebrated in 2017, and the community received a grant from the Community Foundation of PEI for **Miltonvale Park Canada 150 Stories** which will see residents writing and illustrating short stories about "being" Canadian. Stories will be collected, and displayed, in written form at the Milton Community Hall and digitally, and online, and a community gathering will be held to celebrate the stories and the country

To finish up, I'd like to recognize the hardworking staff and volunteers who help organize and get involved with events taking place for the community. Cindy and Alan Crane were recognized this year by the "Three for MVP" campaign for their volunteering and community involvement, notably their significant participation in the 2016 Chase the Ace, which was hugely successful in raising much needed funds to support the Kingston Legion, and the North River Fire Department (which services this community). All residents and friends who come out to participate with a positive attitude and bring their skills and stories to share are what makes our community vibrant and a wonderful place to live.

Bursaries and Green Initiatives

The Children's Bursary program, offering up to $75 annually for community children participating in extracurricular activities was awarded to 40 applicants ($2985) this year, up slightly from last year. The Green Initiative, grants awarded to promote the installation of water conserving appliances, was awarded for 2 low flow toilets and one Energy Star washer ($150) – a decrease from last year. Residents interested in applying for either of these programs is encouraged to contact the Council office, or read more about it on our website.

Respectfully Submitted,
Tamsyn Cosh-MacKenzie, Chair, Environment and Community Living Committee.

Emergency Measures – Chair Sheila Curtis

The Committee consists of Councillors Sheila Curtis, Denise MacDonald-Vail, Philip Hooper, Chair Hal Parker, and the Administrator (non-voting).

The Milton Community Hall is the Emergency Warming Centre for the Community, and can serve as an Emergency Operations Centre, with a propane generator to allow it to be usable in the event of a power outage.

In late 2016, staff from the Emergency Measures Organization held a hazard Risk Assessment Activity with Council. A number of potential hazards re reviewed and ranked according to the likelihood of occurrence and the potential impact -both on the operation of the community and for individual residents.

A report and summary was distributed to Council. Only low risks were identified – mostly weather related, such as blizzard, tropical storm or hurricane or ice storm/freezing rain, as well as forest fires. The EMO recommends that a more in depth assessment be conducted to provide a more detailed list of considerations and recommendations that would be effective in reducing overall risk. Resiliency is the key area for improvement in the community. Completing a comprehensive Municipal Emergency Management program which includes the plan, by-law, training, exercising to validate emergency plans in anticipation of an emergency, confirmation that resources exist in the community to deal with emergencies, and formalizing relationships with partners would greatly increase the capacity of the municipality to respond to all events.

The greatest potential impacts identified were to the property of residents, municipal infrastructure and loss of utilities. An informed public is a more prepared public, therefore public presentations on preparedness, social media campaigns and messaging strategies could be helpful. It was suggested that the municipality should also regularly review its capacity to open reception centres and shelters, provide feeding services and communicate with residents during emergencies. An information poster will be developed and the administrator will continue to promote emergency preparedness in social media.

Emergency information for the community is regularly featured in the newsletter and on the community website. Residents are encouraged to have emergency supplies and emergency kits –including water, ready-to-eat food, matches, battery operated radio, cash, medicines, and other necessities to ensure they can look after themselves and their families for the first 72 hours of any emergency.

If residents are interested in assisting the community with emergency preparations, please contact the Council office.

Personnel Committee Report for 2016 - Phil Hooper

The committee consists of Chair Philip Hooper, Vice-Chair Tamsyn Cosh-MacKenzie, Helen Shaw, Council Chair Hal Parker and the Administrator.

The Committee recommends and provides advice to Council regarding staffing issues including hiring practices, payroll, staff development, training, studies on personnel matters and enhancement of the work environment and performs employee evaluations on a minimum of a yearly basis

Development Officer Sandy Foy continues to serve the Community well as he follows the Official Plan and Development Bylaws to control development within Miltonvale Park. Sandy keeps regular office hours from spring –fall on Monday mornings from 8:00 a.m. – 1:00 p.m. and is available at other times by appointment.

Shari MacDonald worked at the administrator position 24 hours/week, with regular office hours held on Tuesdays from 4:30-6:30 p.m. and Wednesdays from 9:00 -11:00 a.m. The remainder of her weekly hours are flexible; by appointment or by chance at the office at the Milton Community Hall.

Council annually applies for funding through various programs to assist with the costs of hiring students in the summer for the park recreation program, watershed and to perform other duties. In 2016, only one funding application was successful, and 50% of the minimum wage rate was subsidized to student Matthew Locke who was employed as a Watershed Worker for eight weeks under the supervision of the Cornwall and Area Watershed Group. CAWG was very pleased with Matthew's work over the summer.

Student Carolyn Crane, who was also employed in the summer of 2015 with Council returned for the summer of 2016, and worked with the administrator in the office for several weeks before moving to the park for the rest of the summer. Carolyn was an incredible asset to the community over the past two summers.

QUEENS COUNTY REGIONAL LANDFILL
ANNUAL REPORT 2016

A. BACKGROUND

The Queens County Regional Landfill (QCRL) was opened in July 1985 and replaced the East Royalty Landfill. The site, located in Miltonvale Park, was primarily a "bulk" and "non-burnable" waste handling operation utilizing conventional trenching systems.

This landfill was operated with a private sector contract on an 8.5 hour per day basis under the supervision of Island Waste Management Corporation (IWMC) as outlined in the July, 2001 operating agreement between the Government of Prince Edward Island, as represented by IWMC, and the Miltonvale Park Community Council (The Council). The site closed for waste disposal in November, 2002.

B. LANDFILL COMMITTEE

The agreement of 1984 which governed the operation of the site until the agreement of July 2001, outlined a five member landfill committee consisting of up to 3 members appointed by council and two members appointed by Island Waste Management Corporation.

The 2016 Committee was:

Mr. Hal Parker, (Chair) Miltonvale Park
Mr. Gerry Moore, Island Waste Management Corporation

The Committee meets at the call of the Chair and in 2016 there were no meetings scheduled:

- Work was started in 2011 to install a water supply system to serve residents in the areas adjacent to the landfill, and at present approximately 65% of the area residents are connected to the new system.
- The final phase of site finishing work has been completed and all areas are now grassed.
- Groundwater monitoring has been completed in August 2016 and the results from this sampling are presented in the attached report.
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C. SITE ACTIVITY 2016:

The property continues to be used by IWMC to store and move Waste Watch carts and roll-off containers. This concludes the report on activity at the site in the year 2016.

Respectfully submitted:

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Gerry Moore, CEO
Island Waste Management Corporation

APM Centre Report - 2016

The APM Centre continues to operate successfully on a break-even operational basis. Most of the communities contribute to the Capital Fund. Darlington's children are zoned to play hockey in Rustico and Warren Grove is faced this year with repairs to its community center. In 2016, the APM Centre overhauled its compressors using the capital funds. There is a current balance of $131,848 in the capital fund. A new furnace was planned as the next major purchase.

In 2016, the APM Center was able to do repairs from the operating budget- including repairs to the elevator, purchasing round tables, resealing the centre seam in the arena roof, and replacing netting above the arena glass, scraping and painting ceiling beams, replacing the floor in the kitchen, replacing several doors, purchasing rubber matting and a new leg press for the weight room and replacing all the taps in the arena and ladies washrooms. The facility remains in very good condition and is quite busy.

The Council office receives copies of board meeting minutes and financial reports, which can be made available to residents.

The annual meeting for Communities 13 Inc, is held annually in September. Don Aitken is Miltonvale Park's representative on the APM Board. There are vacancies on the Board, and if anyone is interested in becoming involved, please contact the Council Office or Donna Butler, at the APM Centre.