

**Miltonvale Park Community Council
Annual General Meeting Minutes
Monday March 19, 2007**

The Annual General Meeting of Miltonvale Park Community Council was held on Monday, March 19, 2007, in the lower level of Winsloe Lions Hall.

Members present: Don Aiken – Chair, Councillors George Piercey, Gail Ling, Joe Murphy, Sheila MacKinnon, and Betty Pryor
Absent: Councillor Brian Andrew

Administrator: Shari MacDonald

Residents: Andrew Thompson, Nanne Garnham, Gillian Garson, Fred Smith, Rosemary Driscoll, Allan Booth, Gordon Aten, Dean Dollar, Sheila Curtis, Orville Curtis, Allison Smith, John Coles

1. CALL TO ORDER & WELCOME

Chair Don Aitken called the meeting to order at 8:02 pm. and introduced Council and the Administrator. Residents were asked to introduce themselves.

2. APPROVAL OF AGENDA

Motion 07-28: Moved by Councillor Betty Pryor and seconded by Councillor Sheila MacKinnon that the agenda be approved with Item 5. “Presentation of Financial Statements -2006” being included within Item 6. “Auditor’s Report”. Motion carried.

3. MINUTES OF MARCH 28, 2006 ANNUAL GENERAL MEETING

Motion 07-29: Moved by Councillor Betty Pryor, and seconded by Councillor George Piercey, that the minutes of the March 28, 2006 Annual General Meeting be approved with the deletion of the sentence “He brought up the rates of some Island municipalities.” at the bottom of page 5. Motion carried.

4. REPORTS

A. Chair’s Report (includes Water & Sewer):

The Chair’s report was included in meeting packages. Chair Aitken elaborated on the status of Miltonvale Park’s request for cooperation from the City of Charlottetown, with respect to water and sewer service for Sleepy Hollow. The City has agreed to provide water service to the Sleepy Hollow and Royalty Roads, at a markup to our residents. The Department of the Environment suggests that sewer hookup should also be pursued. Our Council will continue to work on this issue for the residents in Sleepy Hollow, and plans to present information on potential costs to the affected residents for feedback.

4. COMMITTEE REPORTS

- i. **Elections** – The minutes of the November 2006 meeting were presented for information.
- ii. **Planning Board** – Planning Board Chair Betty Pryor referred residents to the report circulated in the meeting package. She highlighted the membership of the 2007 Planning Board - Councillor Sheila MacKinnon, Councillor Joe Murphy, and resident Charles MacKenzie, and noted funding was available to complete the Official Plan and Bylaws.

Motion 07-30: Councillor Betty Pryor moved, and Councillor Sheila MacKinnon seconded, the adoption of the Planning Board Report. Motion carried.

- iii. **Parks and Recreation** – Councillor Sheila MacKinnon referred residents to her report in the meeting package. Councillor MacKinnon noted that the new building at the park is being enjoyed. A successful Canada Day celebration was held using the new barbeque. Councillor MacKinnon extended her thanks to those who helped out during the event. The bursary program remains popular with families and reimbursement will now be made monthly, rather than quarterly.

Motion 07-31: Councillor Sheila MacKinnon, seconded by Joe Murphy, moved the adoption of the Parks and Recreation Report. Motion carried.

- iv. **Emergency Measures Report** - EMO Coordinator Gary Robbins was absent from meeting, however residents were directed to his report in the meeting package. Training for Councillors will take place in the near future. Each councillor has specific tasks if the plan needs to be enacted. The auditorium at Bluefield High School is reserved for the Community of Miltonvale Park, if a state of emergency is declared.

Motion 07-32: Moved by Councillor Sheila MacKinnon, seconded by Councillor Joe Murphy, that the Emergency Measures Report be accepted. Motion carried.

- v. **North River Fire Department** – Councillor George Piercey referred to the report in the meeting package. The North River Fire Department answered 123 calls in 2006, and plans to purchase a new \$250,000 tanker truck this year. They request that residents ensure their 911 Civic signs are visible from the road. Councillor Piercey noted that several Miltonvale Park residents, including Bill Sigsworth and Gerald Compton, are members of the North River Fire Department, which has recently signed 5 new firemen.

Motion 07-33: Moved by Councillor Sheila MacKinnon, seconded by Councillor George Piercey that the North River Fire Department Report be accepted. Motion carried.

- vi. **Queens County Landfill** – Chair Aitken highlighted the circulated report, and noted that the site has been closed for a number of years. Tires remaining at the site are baled. The site is used for storage of plastic carts, containers, and tree roots. There are no plans to fill in the roads; however they will plant grass on the property. In response to suggestion from a resident, Chair Aitken will contact Gerry Moore of IWMC to ensure testing for methane is occurring. Water tests have been ongoing, and results, which do not indicate cause for concern, are available from Council.

Motion 07-34: Moved by Councillor Sheila MacKinnon, seconded by Councillor Gail Ling that the report from the Queen County Landfill Committee be adopted. Motion carried.

- vii. **Communities 13, Inc.** – Chair Aitken noted that he is on the Board of Directors for Communities 13, Inc, and attends meetings quarterly. A complete report of their fiscal year was circulated in the meeting package. The APM Centre has been operating for four years, and is making a small profit. There remains \$320,000 in unfunded debt, and efforts are underway to attract corporate sponsors. Issues with the Town of Cornwall regarding usage of a right of way and taxation were resolved satisfactorily with a transfer of land, and an adjustment in the tax roll, respectively.

Motion 07-35: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that the Communities 13, Inc. report be accepted. Motion carried.

The meeting recessed at 8:30 for a 10 minute refreshment break, and resumed at 8:40.

6. AUDITOR'S REPORT

Finance Chair Gail Ling noted that the Finance committee also includes Councillor Brian Andrew, and Chair Don Aitken, and expressed her appreciation to the administrator for her assistance with the budgeting process.

Finance Chair Ling noted that the Community of Miltonvale Park has hired a new auditing firm – Bradley Shea Handrahan, which did a mid-year and year-end report for the 2006 year. Capital assets were expended in the year of purchase, and the 2005 figures were restated to allow for the inclusion of the community pasture accounts in the community's financial statements. Finance Chair Ling noted that the surplus at the end of 2006 was \$311,434. The largest expenses for the community were community development (including the new park shelter), fire protection and the Communities 13 Inc. The community is in a positive cash flow situation.

Motion 07-36: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon, that the Financial Statements for the Miltonvale Park Community Council for 2006, as audited by Bradley Shea Handrahan, be adopted as circulated. Motion carried.

7. PROPOSED BUDGET AND APPROVAL OF ESTIMATES -2007

Finance Chair Ling reviewed the proposed expenditures for the 2007 year, as presented in the budget.

Motion 07-37: Moved by Councillor Gail Ling, seconded by Councillor Joe Murphy that the “General Administrative” expenditures of \$39,176 be approved. Motion carried.
The proposed insurance policy was explained, and new coverage outlined.

Motion 07-38: Moved by Councillor Gail Ling, seconded by Councillor George Piercey that the “Facilities and Public Property” expenditures totaling \$45,066 be approved. Motion carried.

Motion 07-39: Moved by Councillor Gail Ling, seconded by Councillor Joe Murphy that the “Fire Protection” expenditure of \$39,016 be approved. Motion carried.

Motion 07-40: Moved by Councillor Gail Ling, seconded by Councillor Betty Pryor, that the “Planning and Zoning” expenditures of \$59,600 be approved. Motion carried

It was noted that Infrastructure funding has been approved for up to 90% of the cost of new Official Plan and Bylaws, to a set maximum.

Motion 07-41: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon, that the “Community Development” expenditures of \$4,000 be approved. Motion carried

Motion 07-42: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon, that the “Professional Services and Memberships” expenditures of \$10,796 be approved. Motion carried.

Motion 07-43: Moved by Councillor Gail Ling, seconded by Councillor Betty Pryor, that the “Public Works” expenditures of \$5,650 be approved. Motion carried

Motion 07-44: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that the “Recreation and Parks” expenditures of \$10,850 be approved. Motion carried. It was noted that the community’s insurance policy covers activities at the park.

Motion 07-45: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that the “Total Expenses” budgeted for 2007 be \$214,154. Motion carried.

8. PROJECTED TAX RATED FOR 2007

It was noted that with these budgeted expenditures, Council intends to keep the tax rates at \$.0.14/\$100 Non Commercial assessment and at \$0.80/\$100 Commercial assessment. This will be voted upon at the next Council meeting on March 27, 2007.

9. NEW BUSINESS –Issues or Concerns from Residents

Communication - Chair Aitken noted that Council is trying to be more open, and increase the flow of communication, with residents. Residents appreciated having meeting packages available prior to the annual meeting, and support was received for the newsletter, which Council hopes to distribute three times annually. Individuals or groups who may be interested in producing or distributing the newsletter are encouraged to contact Council.

Planning - It was noted that bylaws should be changed to accommodate the development within the Community of Miltonvale Park. Councillor Pryor confirmed that currently development will be considered within the new plan and bylaws. A multi-use corridor was suggested, permitting council to collect commercial tax dollars, and to enable business to continue. Concern was raised over the selling of large parcels of farmland for a single house. Residents approved of the creation of the development officer position, currently held by Alfie Wakelin. Planning is a high priority of council the year.

Administration – Changes in administration were noted, and residents were pleased to see Council moving forward. The new office hours (Tuesdays 4:30-6:30 and Wednesdays 9:00-11:00) are working well. Residents may email or call to arrange alternate times, as the administrator is also in the office at other times, which are flexible.

Chair Aitken recognized the previous Chair, Gordon Aten, and former Councillor Dean Dollar for their many years of service on Council, before thanking residents for attending the annual meeting.

10. ADJOURNMENT

Motion 07-46: Moved by Councillor George Piercey, seconded by Councillor Sheila MacKinnon that the meeting be adjourned, at 9:55. Motion carried.

March 25, 2008

Date Approved

Don Aitken

Chair

Shari MacDonald

Administrator