

Community of Miltonvale Park COUNCIL MINUTES

Milton Community Hall

7:30 p.m., Wednesday, February 17, 2016

PRESENT: Chair Hal Parker, Councillors Sheila Curtis, Philip Hooper, Denise MacDonald-Vail, Tamsyn Cosh-MacKenzie, Helen Shaw, and Sheila MacKinnon and; Administrator Shari MacDonald and resident George Piercey.

1. **CALL TO ORDER** – Chair Hal Parker called the meeting to order at 7:33 p.m. and noted that quorum was met.
2. **APPROVAL OF AGENDA and INTRODUCTION OF ADDITIONAL AGENDA ITEMS**
No additional items were added to the agenda.
3. **DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST**
No areas of possible conflict of interest were identified.
4. **APPROVAL OF MINUTES – January 20, 2016**

Motion 2016:10 – Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Sheila MacKinnon that **the minutes of January 20, 2016 be approved as circulated.** Motion carried.

5. **PRESENTATIONS** – No presentations were scheduled.

6. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS

- A. **Washroom at Community Park** – Maintenance man Brad Coles estimated that moving the interior door of the men's washroom to the outside wall of the park shelter, making it accessible only from the outside, and installing an exterior light would cost about \$3000. Both washrooms would then be unisex. It was suggested that spring –loaded taps should be installed to reduce the risk of vandalism. \$3000 will be included in the capital budget for this project.
- B. **Notional Gas Tax** – Bell Aliant executives are reviewing the approved broadband project and the fiber op project and any conditions that may be placed upon them.
- C. **Community Business Mixer-** Councillors were supportive of holding a Community Business Mixer, on an evening in early May, with invitations extended to local businesses and those who service local business, such as the Credit Union and PEI Mutual Insurance Company, as well as the Bluefield High Co-Op Program.

7. CORRESPONDENCE

- A. Information was received regarding a free February 24th Family Violence Prevention Workshop. Councillor Cosh-MacKenzie will attend if she is available.

Motion 2016:11 – Moved by Councillor Sheila MacKinnon, seconded by Councillor Sheila Curtis that **Council pay mileage and expenses for Councillors/staff to attend the Family Violence Prevention Workshop.** Motion carried.

- B. **FPEIM** –There is a call for nominations for board positions, resolutions, and award nominations for the upcoming FPEIM annual meeting hosted by the Community of St. Peter’s Bay at the St. Peter’s Bay Complex on Monday, April 25, 2016. Nominations for the board election and resolutions will be accepted until 4:00 p.m. March 11, while nominations for awards are due by 4:00 pm, March 29, 2016.
- C. **51st Anniversary of the Canadian Flag**
The Department of Canadian Heritage circulated information on the February 15, 51st anniversary of the National Flag of Canada.
- D. **North River Fire Department** – Fire dues are increasing one cent/\$100 assessment to 8 cents. Permission was granted for the Fire Department to access our total (not individual) tax rolls so they can invoice fire dues.

8. REPORTS

A. Environment and Community Living

- a. **Watershed Update** – The next Cornwall and Area Watershed Group meeting is March 9 at the Cornwall Town Hall from 7-8:00 p.m.
- b. **Insect control** – Ellen Locke Doiron from the Crabbe Road was contacted regarding having the home owners in that area pay the approximately \$400 for mosquito spraying. The budget will include \$4200 in 2016, for black fly control only, for the Loyalist Road and Crabbe Road areas.
- c. **Seniors Projects**
 - i. **New Horizons for Seniors Program** -The play was wildly successful, with four shows being performed from January 21-23, to great reviews. There is a videotape available, as 26 were made for cast members, but the quality is not as good as we had hoped. The cast plans to watch it on Tuesday, February 16. All activities for the New Horizons for Seniors Miltonvale Park Players project needs to be wrapped up by March 13, 2016. The community received \$9310 in funding to produce a play and hold exercise classes. An accounting of the expenses to date was circulated, and drop down microphones made be purchased. An improv class will be held Tuesday, February 23 with Graham Putnam. Proceeds from the play will be designated for future seniors programing, including possible bringing entertainment/activities /theatre to neighbouring seniors. The hall is planning a Stew and movie showing on Friday, February 26 (storm date - Feb 27)
 - ii. **PEI Seniors Secretariat** – There will be another healthy eating presentation by Margaret Prouse at the Milton Community Hall on Tuesday March 1 at 11 a.m. on reducing salt and sugar. It will be followed by a pot luck lunch. The fall chair yoga classes were successful, and the Central Region Sport and Recreation Council will fund another eight week block of classes. They will begin Wednesday, February 17 at 9 a.m. and admission will be by donation.
- d. **Community Pasture** – A swale and a berm need to be constructed this spring.

e. **Family Violence Prevention Week** – The Community received a \$100 Mini-grant from the Premier’s Action Committee. The fabric has been purchased and blanket making will take place Friday, Feb. 19 at 10:30. Chair Parker and the administrator put the Purple Ribbon up on the hall again for Family Violence Prevention Week.

B. **Emergency Measures** – The Basic Emergency Management course is a one day session (8:30-5:00) for people involved in emergency management to gain a better understanding of their responsibilities. Councillor Curtis is waiting for confirmation of her attendance to the Wednesday, March 9th course in Charlottetown.

C. **Finance/Payment of Accounts**

1. **Remittance** –The Receiver General report was submitted for January 2016.
2. **Reports and Payment of Accounts** –Financial statements for January 2016 were circulated, although it was noted that the balance statement had not yet been adjusted for the year-end depreciation and adjustments.
3. **Audit** – Accountants from MRSB were at the office on February 8 and 12, 2016.
4. **Budget** – The draft budget will be reviewed near the end of the Council meeting. There is a significant increase in both fire dues and the fire hydrant fees. Tax rates for most PEI municipalities were circulated. A request for proposals will be issued for insurance services.

D. **Planning Board**

Planning Board met earlier this evening and Chair Parker reviewed the highlights of the meeting.

1. **IRAC Appeal** – The file for placing fill on PID 283085 is now considered inactive the developer is not interested in signing a development agreement. The IRAC order was issued for the 2015 season.
2. **Applications MPS-279 and 280** and associated rezoning. Applications were previously filed applications to subdivide part of Parcel #658799 and append it to Parcel #283325; rezone it to Commercial; and consolidate Parcel #458190 with Parcel #283325. Council denied parts of the application, and the appeal period has now expired. An application was recently filed to place a 40-foot by 60-foot building on Parcel #658799 with the stated intention to use it for agricultural purposes. Department of Transportation, Infrastructure & Energy advised the Applicant that it could not issue an entranceway permit for an agricultural building as the parcel is not an “*existing parcel*” as defined in the Highway Access Regulations (had to be in existence at the time the HAR came into effect) and does not meet definition of a “*farm*” as defined in the HAR (more than 50 acres in size). On February 17, the applicant revised the application to apply for a “private storage building” with the same size and location. This revised application will be circulated for comments.

3. **Coffee Compost** – There has still been no response from Province regarding cost recovery of legal fees pertaining to the coffee compost issue.
4. **Development Applications and Permits** - Permit 2016-01 was issued on 2016-01-20 for 1347 Loyalist Road, PID 0547570 to demolish an accessory building & erect a 480-square foot accessory to be used as a private garage. Council previously approved a variance to permit the maximum total floor area from 1,000-square feet to approximately 1,360-square feet.
5. **Official Plan and Bylaws** – The Public Meeting to review the Official Plan and Bylaws was held on Tuesday, January 26, 2016 at the Milton Community Hall. No significant issues were identified. Since that meeting it was noted that removing automobile shops from the commercial zone would make two businesses in the community non-conforming. They could still operate, but not expand. One has no plans for expansion, while the other is also constrained by the Highway Access and Special Planning Area Regulations. Planning board has passed a motion recommending approval of the amended Official Plan and Development Bylaws.

Motion 2016:12 – Moved by Councillor Sheila MacKinnon, seconded by Councillor Denise MacDonald-Vail that **Council accept the Planning Board Report.** Motion carried.

Motion 2016:13 – Moved by Councillor Sheila MacKinnon, seconded by Councillor Denise MacDonald-Vail **“Whereas Section 14 of the Planning Act allows municipalities to adopt an official plan by resolution;**

“And whereas Council has followed the processes established in sections 11-14 of the Planning Act;

“And whereas Council has complied with EC 640 / 97 – Planning Act Minimum Requirements for Municipal Official Plans;

“Be it resolved that the Community of Miltonvale Park Official Plan 2016 be hereby formally adopted.”

Motion carried.

Motion 2016:14 – Moved by Councillor Sheila MacKinnon, seconded by Councillor Denise MacDonald-Vail

“Whereas Section 16 of the Planning Act allows municipalities to adopt bylaws to implement their official plan;

“And whereas Council has complied with the processes established in section 18 of the Planning Act and with EC 640 / 97 – Planning Act Minimum Requirements for Municipal Official Plans;

“Be it resolved that zoning bylaw “COMMUNITY OF MILTONVALE PARK ZONING AND SUBDIVISION CONTROL (DEVELOPMENT) BYLAW 2016 be hereby read a first time.

Schedule A is attached. Motion carried.

Motion 2016:15 – Moved by Councillor Sheila MacKinnon, seconded by Councillor Denise MacDonald-Vail

“Whereas Section 16 of the Planning Act allows municipalities to adopt bylaws to implement their official plan;

“And whereas Council has complied with the processes established in section 18 of the Planning Act and with EC 640 / 97 – Planning Act Minimum Requirements for Municipal Official Plans;

“And whereas the zoning bylaw “ COMMUNITY OF MILTONVALE PARK ZONING AND SUBDIVISION CONTROL (DEVELOPMENT) BYLAW 2016” was read a first time at this Council meeting;

Be it resolved that the zoning bylaw [Bylaw 2016-D1)], be hereby approved. Motion carried.

Further readings and approval of the bylaw are scheduled for the Wednesday, March 16, 2016 meeting.

- E. **Personnel** – The timesheet for the administrator was circulated. The Development Officer is working remotely for several months, but he is still available by telephone and internet. Summer student funding applications are approaching, with the Canada Summer Jobs deadline being February 26, 2016.
- F. **Report from Staff** –The administrator spent considerable time on the community play, especially the reservations, and audit preparation. Upcoming tasks include preparing the T4s and charitable receipts. The administrator still intends to work on revamping the website, file the HST rebate and prepare the Infrastructure application to the Small Communities Fund for the Pole Project to facilitate fiber op, when its intake is open, and apply for summer job funding, along with preparing for the Annual meeting and composing and circulating a newsletter.

9. BUSINESS

- a. **Review of Plans from 2015**– Council reviewed the progress of the following priorities approved in February, 2015. 1). Write a letter to Transportation and Infrastructure Renewal regarding the frequent water on Rte 7 near the intersection with Rte 224, 2). Plan a Halloween Family/Child event, 3). Find representation for the Cornwall and Area Watershed’s Strategic Planning Group, 4) Improve the website and re-brand the community’s marketing, 5) Focus on the community’s Emergency Measures Organization, and consider a radio system, 6) Prepare a long range plan for the park, possibly including a dog run, accessible swing or glider, improved soccer field, pickle ball, trike park, fence around the basketball court, and/or skateboard infrastructure. 7) Price initial and maintenance costs for sidewalks in the Sleepy Hollow area and 8) Continue to consider the viability of seniors’ housing.
- b. **Annual Meeting Date** – The annual meeting is scheduled for Tuesday March 15 at 7:30 p.m., with Wednesday March 16 as the storm date. Committees are asked to submit annual reports by March 1, 2016.
- c. **Budget** – Budget line items were reviewed, and a 2 cent increase in property taxes was agreed to, with money from reserves being used to offset any other deficits.

Motion 2016:16 – Moved by Councillor Philip Hooper, seconded by Councillor Sheila MacKinnon, that **the preliminary budget be accepted as presented, with further changes to be adopted as necessary, for presentation at the Annual Meeting, if these changes are approved during circulation to Councillors.** Motion carried.

10. NEXT MEETING DATES

- a. **Regular Council Meeting - Wednesday, March 16, 2016 at 7:30 p.m.**
- b. **Annual Meeting Date – Tuesday, March 15 at 7:30 p.m.**

11. ADJOURNMENT

Motion 2016:17- Moved by Councillor Sheila MacKinnon that the meeting be adjourned, and Chair Harold Parker declared it so at 8:42 p.m.

Chair

Administrator

March 16, 2016
Date approved