

**Community of Miltonvale Park  
COUNCIL MINUTES**

**Milton Community Hall**

**7:30 p.m., Wednesday, June 15, 2016**

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

**REGRETS:** Councillors Sheila Curtis

**1. CALL TO ORDER** – Chair Hal Parker called the meeting to order at 7:30 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.

Motion 2016:61 – Moved by Councillor Sheila MacKinnon, seconded by Councillor Denise MacDonald-Vail that **the agenda be approved as circulated.** Motion carried.

**3. DISCLOSURE OF PECUNIARY OR OTHER CONFLICT OF INTEREST**

No conflict of interest items were identified.

**4. APPROVAL OF MINUTES**

Motion 2016:62 – Moved by Councillor Philip Hooper, seconded by Councillor Tamsyn Cosh-MacKenzie that **the minutes of May 18, 2016 be approved as corrected** (*“on” deleted page 3 F. and “%.” added to the end of 7. A*). Motion carried.

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

**6. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS**

- A. Washroom at Community Park** – The washroom and interior of the shelter look great. Metering (spring loaded) taps were purchased, as well as a mat for the bathroom to prevent slipping at the entrance. The door requires some effort to ensure it closes completely, so an auto-closer will be investigated, so wet weather will not cause damage if the door is left open.
- B. Notional Gas Tax** – The administrator and chair met with the owners of Wicked Eh on June 13. They are interested in working with the community and could provide a combination of wi-fi hotspots and hardwired residential installations. They provide several plans, including a free service (in 10 minute segments), and a very low cost option for people with one device. They promise 5Mb upload and download speed over secure connections. BellAliant will have an approved

budget within two weeks, and would know more at that time regarding plans, but of major concern to them is the costs of the upgrades to the poles for fiber op. Eastlink has not responded to any request for information.

- C. THREE for MVP** – 300 blue water bottles have been ordered with the “THREE for MVP” logo to be distributed on Canada Day. Residents who report doing three good things will have their names entered into a draw in December for prizes. Carolyn is gathering some prizes and has canvassed local businesses. The PEI LCC will donate branded T-shirts, mugs and golf towel; however Council had concerns regarding the promotion of alcohol, and would prefer to donate them to a licensed event at the Milton Community Hall, which was approved by the donor. A Facebook page, twitter account, and hashtag for the promotion were established. There is almost \$500 remaining in the budget for mini grants (\$50-\$100 –depending on the size of the event) and prizes. The insurance company passed along a clause that could be included on a waiver to reduce liability, and noted their suggestion was not a substitution for legal advice. Councillors did not suggest any changes needed to the mini-grant application form.
- D. Community Pasture** –A revised contract was sent to Earl Hambly for signing. The administrator will complete the grant application for the required swale/berm. The administrator completed the Environmental Farm Plan, and will check into soil testing.

Motion 2016:63 – Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Sheila MacKinnon that **the Community incur the cost to have the soil tested in the Community Pasture.** Motion carried.

- E. Ballfield** –The West Royalty Softball has started using field at the Community Park on evenings, Sundays through Friday and Saturday mornings. They would like to see a fence built down the 3<sup>rd</sup> base line and may be able to find money to do it, probably next year. They purchased a drag from Princess Auto.
- F. Wellness Grant** – Carolyn submitted a grant for “Fit as a Fiddle” – buying special pedometers, to go along with classes on health. They had a large number of applications and this did not receive funding. Capital projects were not eligible – but they are under the Canada 150 Infrastructure –through ACOA, and through the new categories in the gas tax.
- G. Miltonvale Park Community Founders Commemoration Project.** The Community’s application for a monument was not funded; There will be a new call for proposals in the fall; for projects under \$50,000. The funder noted that the approved projects were more “forward” looking and monuments did not receive priority.
- H. 13 Ways to Kill your Community** –The administrator attended the very interesting session, in which participants were told 13 important areas that should be addressed to keep communities viable and vibrant.

## 7. CORRESPONDENCE

- a. **Meeting with Communities** - Councillor Cosh-MacKenzie and Chair Parker were invited to attend a meeting in North Rustico with a number of communities to have a very preliminary conversation about regionalization. One possibility was to form a U-shaped region north of Charlottetown. Most communities were not in favour of regionalization, but might be willing to band together to protect one another from possible annexation by the City, as there was a great desire to remain rural. There were no decisions or commitments made.

## 8. REPORTS

### A. Environment and Community Living

- a. **Watershed Update** –June 5-11th was Environmental Week on PEI. The Cornwall and Area Watershed Group held three days of school tree plantings at Elliot River on the Terry Fox Trail, a tree giveaway and a stream clean up at the Community Gardens in Cornwall. At CAWG's recent meeting, Hilary Shaw made a presentation about water flow monitoring in Winter River. Headwater surveys were not completed this year as planned from May 1-15, but they hope to do them in 2017. CAWG will be monitoring Coles Creek, through a program with UPEI, which may eventually see this duty and the equipment be turned over to CAWG. The CAWG Board received quotes of approximately \$600-700 annually for Directors and Officers Liability Insurance. They have some funding in place for summer students.
- b. **Seniors - New Horizons for Seniors Program** –Chair yoga will resume in October. The summer road trip is booked for August 24, with the Wheatley River 4-Hers, to Belfast Mini Mills and Orwell Corner. There will be a \$10 charge. The community kitchen and healthy eating presentations are not yet organized.
- c. **Canada Day** –Singers John MacAllar and Bryson Guptill are booked. The bouncy castle is confirmed with Island Inflatables. Council will need extra helpers this year as the park only has one summer staff. It is planned to purchase approximately the same quantity of groceries as last year. Carolyn Crane would like to run the games in two stations to separate the younger and the older children, to keep them more engaged. She also plans to incorporate a "Best Dressed" prize, which will be promoted in the newsletter. No other suggestions were received for changes, other than to start the games and door prizes earlier and turn up the microphones for music and speeches. Councillors Hooper, Shaw, Cosh-MacKenzie and Chair Parker confirmed they would attend, while the others would do their best to be there for Canada Day.
- d. **Volunteer Award** –There were two nominations received, and the Environment and Community Living Committee recommended that John Hooper receive the Volunteer Award this year. The other nominee's submission will be carried forward to 2017.

- e. **Community Park** – There has been no update yet on the security cameras.

Motion 2016:64 – Moved by Councillor Sheila MacKinnon, seconded by Councillor Helen Shaw that **the Community spend up to \$2000 to repair or replace the security cameras, with the Chair, Finance Chair and Administrator authorized to make appropriate decisions.** Motion carried.

There is a booking for June 26. The West Royalty Softball use the ballfield on evenings from Sunday through Friday, and Saturday mornings. Brad Coles plans to have new equipment (swirl and U-swing) installed by Canada Day. A new belt swing and baby swing were purchased to replace the ones stolen last year, and paid for with a donation from Faithworks Center. The scheduled park hours are Monday-Friday: 10 a.m. to 12:30 p.m. and 1:00 p.m.-to 6:00 p.m.

Upcoming events scheduled at the park include:

**Fri. July 1st: Canada Day** Celebration and Barbecue - 11:30 a.m. - 2:30 p.m. (Rain Location at the Milton Community Hall)

**Sat. July 9th: Bark in the Park** – Presentation by Kim MacMillan from Courteous Canines at 10 a.m.

**Fri. July 15th: Superhero and Royalty Day** – 1- 4:00 p.m.

**Mon. July 25th: Christmas in July** – 1-4:00 p.m.

**Fri. August 5th: Olympics in the Park** - 1- 4:00 p.m.

**Mon. August 15th: Teddy Bear Picnic** -1- 4:00 p.m. and

**Fri. August 26th: Mad Science Day** – 1- 4:00 p.m.

It may be a good idea to have the soccer field rolled and some of the trees near the road limbed up to improve visibility into the park from the road. The mobile welder will be called to fix the soccer goals.

- f. **Summer Students** – The Community has not received approval yet for any funding for any students for the Community Park; MLA Bush Dumville was going to look into the situation. Carolyn Crane was hired and has been an excellent assistant in the office. She has been working approximately 30 hours/week, but a regular summer wage will need to be established.
- g. **Community Garden** – The garden was tilled and some compost was added. Carolyn will plant it when weather permits.
- h. **Pickleball** –There had been a request to construct a pickleball court (or courts) at the Park. There is currently funding available for capital projects under the Canada 150 Infrastructure Program through ACOA, which is 50% funded. There is also funding for recreation as one of the new categories under the Gas Tax Program, which is federally funded to 50% and should include some provincial funding as well. The summer student suggested the best option would be to shorten the soccer field and make it regulation U -12 and make two tennis/three pickleball courts, (which could be done by double lining the courts) out of the part of the soccer field closest to the shelter. Prices are being obtained to see the total cost, so Council can decide if it

would be feasible. The sod and several inches of soil underneath would need to be removed. Shale would be added, followed by pavement and fencing. Nets and posts would also be eligible for funding. One fencing quote was about \$4200, plus tax for a 10-foot fence.

ii **Emergency Measures** – Nothing to report.

iii **Finance/Payment of Accounts**

a. **Remittance** –The Receiver General was paid for May 2016.

b. **Reports and Payment of Accounts** –The financial statements were circulated. The first two installments of the fire dues were paid. Net income to the end of May was \$51,220.

c. **Direct Deposit-** The paperwork was submitted to the Government of Canada for direct deposit; however, according to them, the administrator is still not considered to have authorization to submit the forms. This may be rectified if the forms are re-filed.

d. **Purchasing Policy** – The purchasing policy should be revisited, and will be reviewed over the summer.

e. **Insurance** –Our former agent, who lives in the community, has moved from Hyndman Insurance to Cooke Insurance, and is eager to meet with Council or staff to review our insurance needs.

iv **Planning Board** There was no planning board meeting held in June, so the Development Officer submitted an update:

a. **Permits Issued Since Last Planning Board Meeting**

**Permit 2016-06** was issued on 2016-05-17 to replace part of a deck at 843 Crabbe Road, PID 0589432

**Permit 2016-07** was issued on 2016-05-18 to erect a deck at 17281 Route 2, PID 0283044.

**Permit 2016-08** was issued on 2016-05-23 to erect a 160-square foot private storage building at 843 Crabbe Road, PID 0589432.

b. **Inquiries** – There was an inquiry about upgrading a crossing over a stream on Parcel #281741 on the New Glasgow Road. After preliminary investigation, the resident decided to pursue a new access driveway with the Department of Transportation, rather than making improvements to the crossing.

c. **Application #MP-0987—Trevor Pyke & Rhonda Gallant** -The applicants applied to erect a greenhouse on Parcel #1063841 on the Rustico Road; however, the application is missing required information; therefore, has not yet been processed.

d. **Official Plan Review** -The Honourable Robert Mitchell approved the Community's Official Plan and Development, effective May 31, 2016.

e. **Application Forms** -Draft application forms for subdivisions and development permits were circulated for Council's consideration.

Motion 2016:65 – Moved by Councillor Sheila MacKinnon, seconded by Councillor Tamsyn Cosh-MacKenzie that **the Community adopted the new development and subdivision application forms as circulated.** Motion carried.

f. **Property & Taxation Division Request** -The Department of Finance and CRA are attempting to address the "underground economy". CRA has prepared postcard style information sheets and requested that Council include these with permits and subdivision approvals. Information will also be included in the June newsletter.

Councillor MacKinnon expressed her regrets and left the meeting at 8:45 p.m.

v. **Personnel** – The timesheet for the administrator was circulated.

Motion 2016:66 – Moved by Councillor Philip Hooper, seconded by Councillor Helen Shaw that **the summer student be paid \$12.50/hour, based on a 40 hour week.** Motion carried.

vi. **Report from Staff** –The administrator and summer student worked on the newsletter and THREE for MVP community engagement campaign, filing, the possible pickleball funding application, and submitted the Annual Capital and Repair Expenditures Survey: Actual (2015) and payroll survey. Carolyn has been organizing summer park events. The administrator will be attending the Association of Municipal Administrators Annual Meeting on June 29, which will be held at the Milton Community Hall. Upcoming priorities are the website revamp, Canada Day organization and the review of the purchasing policy.

## 9. BUSINESS

### a. Seniors Grants

1. **New Horizons for Seniors Grant** – This grant usually has a July deadline and can fund either programming or capital items, up to \$25,000. Approval is usually announced in March of the following year. Suggested activities could include a safety course, community history book, or art classes.

Motion 2016:67 – Moved by Councillor Denise MacDonald-Vail, seconded by Councillor Helen Shaw that **the Community apply to the New Horizons for Seniors Program and the PEI Seniors Secretariat Grant to prepare a community history book.** Motion carried.

**2. PEI Seniors Secretariat Grant** – For this funding call, applications are being sought that address intergenerational projects, “men’s shed” projects and/or social isolation. The deadline is July 15, and the maximum grant is \$5000, with recent grants received by the community being in the \$2000 range.

b. **Noise/Dirt Bike Concern** – Informal concerns reached Council regarding a dirt bike track near the intersection of Rtes. 2 and 7. Concerns included increasing activity, and loud noise, especially from machines that do not have a muffler. Communities are not responsible for maintaining order in the community, but could apply for Ministerial Approval to take on this task if desired, although the new Municipalities Act, expected this fall, may make changes to the powers of municipalities. Stratford uses the RCMP for enforcement, although private companies could also be hired. Two municipalities surveyed about the issue who used private companies did not have success with enforcement of noise or nuisance bylaws, and incurred significant cost. The Planner will be contacted for her opinion whether a permit was needed, and for the current status of the dirt bike track as it was in existence before the new plan was adopted. At this point, residents can be advised to contact the RCMP if they have complaints. The newsletter can also address the importance of being considerate to neighbours when doing activities which may be noisy.

## 10. NEXT MEETING DATE

The next Regular Council meeting is scheduled for Wednesday, July 20, 2016 at 7:30 p.m., but could be cancelled, if it is not necessary.

## 11. ADJOURNMENT

Motion 2016:68 - Moved by Councillor Helen Shaw that the **meeting be adjourned**, and Chair Harold Parker declared it so at 9:02 p.m.

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Chair

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Administrator

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Date approved