

**Community of Miltonvale Park Regular Council Meeting Minutes**  
**Community Office – Winsloe Lions Hall 4:30 p.m. Tuesday, June 23, 2009**

Present: Chair Brian Andrew, Councillors George Piercey, Steve Dickieson, Gail Ling, Betty Pryor, Sheila MacKinnon; Administrator Shari MacDonald; Guest Trevor Matheson (for a portion).

Regrets: Councillors Joe Murphy

**1. CALL TO ORDER**

Chair Andrew called the meeting to order at 5:00 p.m.

**2. PRESENTATION OF AGENDA – DECLARATION OF CONFLICT OF INTEREST**

No conflict of interest issues were identified and the agenda was accepted.

**3. APPROVAL OF MINUTES**

Motion 09-69: Moved by Councillor George Piercey, seconded by Councillor Sheila MacKinnon that **the minutes of the May 26, 2009, Regular Council Meeting be approved.** Motion carried.

It was noted that the new provincial website for permits, when operational, will include pending permits.

**4. BUSINESS ARISING**

a. **Community Pasture** –The contract for rental of the pasture from Transportation and Public Works will be signed June 24, 2009. The remainder of the 2008 rent and first instalment of 2009 pasture rent has been received.

b. **EMO** – Williams, Murphy and MacLeod have returned a signed EMO contract. Nothing has yet been received from the Eastern School District or Trius Tours. MacKinnon Trucking will also be contracted regarding a contract for services. A letter has been prepared for the City of Charlottetown requesting discussions regarding a reciprocal agreement, as was suggested by the Canadian Red Cross.

c. **Land and Local Governance Commission** – Councillor Pryor and Brian Andrew gave very good presentations at the Public Hearing at

Bluefield from the Special Planning Area group and the community. It was noted that few communities made presentations.

d. **Green Initiative** – Suggestions received from resident Philip Jefferson regarding a program of rebates had been circulated to Council. It was agreed that the start date of any program would be made retroactive to January 1, March 1, or April 1, 2009. The upcoming newsletter will notify people that rebates are being considered and to retain receipts. There is \$3000 in the budget for this item, and a decision on the program will be made in September.

e. **Appreciation Event** – Councillor Ling will contact Councillors regarding this informal and unfunded event.

f. **“Safe Parks for Summer” Workshop** – Jessica MacKinnon attended on behalf of the community and found it very worthwhile. The workshop facilitator suggested the community prepare a list of policies to outline appropriate actions in the event of possible scenarios. Ms. MacKinnon and the administrator met regarding policies and Ms. MacKinnon prepared sample policies which were circulated to Council.

Motion 09-70: Moved by Councillor Sheila MacKinnon, seconded by Councillor Steve Dickieson that **the circulated park policies be adopted with the elimination of the following phrase “and they have 20 minutes to pick up their child or charges may be intact as the municipality would have to pay the park staff for overtime.”** Motion carried.

g. **Highways** – Concerns from the May meeting were relayed to Gordie Lund (supervisor for the Queen’s County). The light base is in place at the Rustico Road and MacKenzie Road intersection.

h. **Canada Day** – Plans for Canada Day were discussed. It was decided to not have a special tree planting this year, as a comprehensive plan has not yet been finalized for the park. Politicians will be invited to bring greetings.

## 5. CORRESPONDENCE

Councillors reviewed the circulated lists of correspondence and commented on the following:

a. **Connor Jay’s trip with the Solid Rock Youth Group Workcamp:**

Motion 09-71: Moved by Councillor George Piercey, seconded by Councillor Sheila MacKinnon that **the Community of Miltonvale Park donate \$25 in support of Connor Jay's work camp trip to New Jersey.** Motion carried,

## 6. COMMITTEE REPORTS

### a. Finance/Payment of Accounts

i. **Remittance** –It was noted that the remittance had been paid for May.

### ii. Reports and Payment of Accounts

Motion 09-72: Moved by Councillor Betty Pryor, seconded by Councillor Sheila MacKinnon, **that the circulated financial statements for May 2009 be adopted as presented and that bills identified in the financial report would be considered approved.** Motion carried.

Councillor Dickieson requested information on the insurance policies.

b. **Personnel** – The office will be closed on July 21, 2009 for the WI Strawberry Social.

### c. Planning Board

i. **Official Plan and Bylaws and Special Planning Area** – Councillor Pryor noted that the public meeting tentatively planned for June 29 will not be held, as the proposed amendment to the Special Planning Area regulations has not yet been passed by Cabinet. If it were to be approved today, a public meeting could be arranged for July. The draft documents would need to be available at least one week (two would be preferable) before a public meeting and 7 “clear” days notice by advertisement is required by law.

### ii. Development Applications and Permits

The following permits have been issued since the May meeting.

2009-9	PID 415067	Non-commercial garage
2009-10	PID 281303	Single family dwelling
2009-14	PID 283762	Addition to correctional facility
2009-15	PID 739318	Non-commercial storage building

The following permits are pending:

2009-11	PID 281998	Single family dwelling
2009-12	PID 283200	Institutional storage building

The following permit application was withdrawn:

2009-8 PID 293192

Single family dwelling

Motion 09-73: Moved by Councillor George Piercey, seconded by Councillor Sheila MacKinnon, **that applicant Don MacKinnon be refunded \$96, as a result of withdrawing development permit application 2009-8, in accordance with the refund policy.** Motion carried.

A site plan for a possible application was reviewed; however, no formal application had been received, and not all information was available; therefore, no decision was made by Council. Discussion ensued regarding the procedures to be followed for the discussion of building permits that were not straightforward. It was decided these applications should be brought before the planning board, for review; ideally on the Tuesday, one week prior to a Council meeting. Council does want permits to be issued in a timely manner; however, proper input and discussion must occur.

d. **Water & Sewer** - The consultant was contacted and asked to send a revised bill reflecting that the project has not yet been 100% completed. This revised bill has now been paid. The Water and Sewer Committee will meet soon to review it and plan next steps.

e. **Parks and Recreation**

i. **Park Plan Update** – Trevor Matheson (Matheson's Construction) entered the meeting to clarify the level of improvement the Council was seeking with respect to the ball field. He suggested that weeping tile would significantly improve the field conditions, and noted he would supply an estimate for the work for the funding application within two days. It was noted that Winsloe West Royalty were using the soccer field for practice. The soccer goals are at the park, but not installed. It was suggested that a base mounted flagpole be added to the grant application.

iii. **Summer Students** – The Employment Development Agency telephoned with approval for two positions for 8 weeks. Chair Andrew and Councillor Piercey interviewed applicants and recommended the hiring of Jessica MacKinnon and Nick MacDonald, with Elizabeth Lund being hired to work the week in August that Nick is unavailable. If

conditions are acceptable with the Jobs for Youth (provincial funding), the Canada Summer Jobs funding will be gratefully refused.

f. **Report from Staff** –A report was circulated with updates on the Jobs for Youth funding, noting that the stove was installed, park signs were picked up, and that a new computer was purchased after the office computer ceased working, and a new accounting program was being acquired. A draft newsletter was circulated.

## 7. BUSINESS

a. **Card Parties** – A motion had been passed in September 2008, committing Council to help with lunch at the Card Parties at the Milton Community Hall. Council chose to provide lunch the 4<sup>th</sup> Thursdays of July, August and September. The administrator will provide further details and reminders to Councillors.

b. **Canada Day Celebration** – Councillors Piercey, Dickieson and Chair Andrew will ensure the picnic tables from the Milton Community Hall are delivered to the Park for Canada Day. The chair will also see to the flagpole.

## 8. NEXT MEETING DATE

The next Regular Meeting is scheduled for **Tuesday, September 22, 4:30 p.m.**; however, if the Official Plan Public Meeting can be held this summer, Council may meet before then to approve the Official Plan.

## 9. ADJOURNMENT

Motion 09-74: Moved by Councillor George Piercey, seconded by Councillor Steve Dickieson that **the meeting be adjourned**. Motion carried at 6:45 p.m.

Brian Andrew  
Chair

Shari MacDonald  
Administrator

September 22, 2009  
Date Approved