

# Community of Miltonvale Park COUNCIL MINUTES

Milton Community Hall

7:30 p.m., Wednesday, March 16, 2016

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

1. **CALL TO ORDER** – Chair Hal Parker called the meeting to order at 7:32 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**

Motion 2016:31 – Moved by Councillor Denise MacDonald-Vail, seconded by Councillor Tamsyn Cosh-MacKenzie that **the minutes of February 17, 2016 be approved as circulated.** Motion carried.

Motion 2016:32 – Moved by Councillor Philip Hooper, seconded by Councillor Helen Shaw that **the minutes of the Public Meeting of January 26, 2016 on the Official Plan and Bylaws be approved with the addition of “Orville Curtis, and other members of the public” to the attendance list.** Motion carried.

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

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

### A. Washroom at Community Park

Motion 2016:33 – Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Helen Shaw that **Brad Coles proceed with work to change the door in the men’s washroom of the park shelter to the outside wall, at an approximate cost of \$3000.** Motion carried.

Both washrooms would then be unisex. Spring-loaded taps should be installed to reduce the risk of vandalism.

B. **Notional Gas Tax** – Bell Aliant executives are still reviewing the approved broadband project.

C. **Community Business Mixer-** Thursday, May 5 is the tentative date for the Community Business Mixer. Invitations will be extended to local businesses and service providers.

- D. **Community Engagement** – A possible theme could be a play on MVP (“Be an MVP –Do THREE for MVP”. At the February meeting, it was thought it could be kicked off at Canada Day – or perhaps the June newsletter.
  
- E. **FPEIM** – The deadline for the nominations for awards is March 29. None were suggested. Questions are to be submitted in advance, by April 1, for the Cabinet Ministers’ Forum. It was suggested that a question be posed regarding costs that will most likely be incurred by home buyers due to inspections required when the National Building Code is introduced. The graduated GST on houses and the land transfer tax are already problematic.

Motion 2016:34 – Moved by Councillor Denise MacDonald-Vail, seconded by Councillor Sheila Curtis that **up to four representatives from the Community of Miltonvale Park be authorized to attend the annual meeting of the Federation of PEI Municipalities, April 25, 2016 in St. Peter’s**. Motion carried.

## 7. CORRESPONDENCE

- a. The community received an invitation to participate in **Communities In Bloom** to Celebrate Canada 150 in 2017. Registration costs are approximately \$500; no Councillors expressed interest in entering the competition.
  
- b. Request for donation from **Crime Stoppers**

Motion 2016:35 – Moved by Councillor Philip Hooper, seconded by Councillor Tamsyn Cosh-MacKenzie that **the Community of Miltonvale Park donate \$250 to Crime Stoppers**. Motion carried.

- c. Positive comments and good luck wishes were received from a resident regarding the **internet** project.
  
- d. The **Municipal Strategic Component** of the Gas Tax program is now open for applications, with a submission deadline of April 18, 2016. As the noted priority were the categories of Wastewater or Drinking Water, and the funds limited, no application will be made from the community..
  
- e. The Infrastructure Secretariat distributed the **Annual Expenditure Returns**, which are due back to them by May 16, 2016

## 8. REPORTS

- A. **Environment and Community Living**
  - a. **Watershed Update** – The Cornwall and Area Watershed Group met on March 9. They have applied for summer job funding through Canada Summer Jobs and Skills PEI. Their Annual Meeting will be held in April.

b. **Seniors Projects**

1. **New Horizons for Seniors (NHS) Program - Miltonvale Park Players** – The Players had very successful improv night with Grant Putnam, and attended “Lights, Camera, Island” – the community play at Harbourfront Theatre. The “movie” version of the “Priest From Away” play was shown three times at the Milton Community Hall, providing 40-45 people with another opportunity to see the play. All activities for the “NHS” Players Project need to be completed by mid-March, with a final report submitted mid-April.
  2. A funding program will fund a number of **seniors activities** in a project called MVP Mind and Body over the next year, including healthy eating classes, communal cooking and visiting, 15 weekly yoga classes, mindfulness classes, a road trip and two follow up activities with the Wheatley River 4-H Club.
  3. **PEI Seniors Secretariat** –Ten-twelve people have been attending chair yoga on Wednesdays. The community is midway through an eight week session –which has been funded by the Central Region Sport and Recreation Council. Eighteen people attended the presentation by Margaret Prouse on Tuesday, March 1 about reducing salt and sugar, and they also enjoyed a pot luck lunch
- c. **Community Pasture** – The swale/berm needs to be constructed for this spring. The administrator will contact Matheson Construction, regarding an estimate. The Community has not heard from the previous tenant, so efforts will be undertaken to circulate the opportunity to rent the field to farmers within the community, and then to others in the agricultural industry.
- d. **Family Violence Prevention Week** – Blanket Making was very successful, with approximately sixteen people attending, and eight staying for lunch. Laura Curtis also donated fabric, which will be put to good use. The purple ribbon circled the hall for Family Violence Prevention Week.
- e. **Community Park** - The West Royalty Softball Association (WRSA) requested the use of the field again this summer from Monday through Friday evenings. They also suggested that three or four sections of fence be erected up the right field side to reduce the risk of injury when right handed batters are at the plate. Council agreed that if the WRSA would perform some of the maintenance, they would could rent the field throughout the entire week. A letter will be sent to the men’s league so they can make alternate arrangements for Wednesday evenings.

**B. Emergency Measures** – Councillor Sheila Curtis attended the Basic Emergency Management on March 9, 2016, and found it very informative. If a scenario is planned, the police and fire department should be invited. EMO month is May, and Council will review the Emergency Measures Plan, at the May meeting, possibly also having a presentation from Kory MacAusland or EMO officials.

**C. Finance/Payment of Accounts**

1. **Remittance** –The Receiver General report was paid for February 2016.
2. **Reports and Payment of Accounts** –Financial statements for February 2016 were circulated.
3. **Audit** – The audit was approved at the Annual Meeting on March 15, 2016.
4. **Budget** – The budget was adopted as presented at the Annual Meeting.
5. **Insurance** – The insurance has been paid for this year. The resident who had been assigned to our file no longer works at Hyndman and Company. The finance chair and administrator will issue a request for proposals for during this year, after specifications have been developed.

**D. Planning Board** - There was no Planning Board Meeting held in March.

1. **Forms** - The Development Officer forwarded draft application forms for review before they are adopted when the new bylaws come into effect. There was a suggestion that the need for surface drainage plans be relaxed when drainage occurred on property belonging to the applicant, and that if the Province requires information for environmental protection, the municipality need not duplicate it. It was also suggested that fillable forms be developed, and that they be metric and/or imperial.

**2. Official Plan and Bylaws**

**Motion 2016:36 - Bylaw Adoption Resolution 3 – Second Reading – Meeting 2**

Moved by Councillor Sheila Curtis, seconded by Councillor Helen Shaw, that  
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 and formally approved a first time at the Council meeting held on February 17, 2016;

**Be it resolved that zoning bylaw “COMMUNITY OF MILTONVALE PARK ZONING AND SUBDIVISION CONTROL (DEVELOPMENT) BYLAW 2016 -[Bylaw 2016-D1], be hereby read a second time.** Schedule A is the bylaw. Motion carried.

**Motion 2016:37 - Bylaw Adoption Resolution 4 – Approval of second reading – Meeting 2**  
Moved by Councillor Helen Shaw, seconded by Councillor Philip Hooper

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 2016 Bylaw 2016-D1 was read and formally approved a first time at the Council meeting held on February 17, 2016;

And whereas the zoning bylaw “COMMUNITY OF MILTONVALE PARK ZONING AND SUBDIVISION CONTROL (DEVELOPMENT) BYLAW 2016 [Bylaw 2016-D1],” was read a second time at this Council meeting;

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

**Motion 2016:38 - Bylaw Amendment Resolution 5 – Adoption of Bylaw Amendment – Meeting 2**

Moved by Councillor Denise MacDonald-Vail Seconded by Councillor Sheila Curtis

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 zoning bylaw Bylaw 2016-D1 was read and approved at two separate meetings of Council held on different days;

**Be it resolved that zoning bylaw Bylaw 2016-D1 be hereby formally adopted.** Motion carried.

- B. Personnel** – The time sheet for the administrator was circulated. She has 58 hours of overtime accumulated, and will try to keep hours at or below 24 hours weekly. It is hoped the summer might require fewer hours.
- C. Report from Staff** – The administrator prepared and distributed T-4s and charitable receipts, newsletter, annual meeting packages, reports, and the final budget. Applications were submitted for Canada Summer Jobs funding. A healthy eating presentation and seniors pot luck was also held. The chair and administrator also attended a presentation on governance, with a focus on amalgamation, hosted by the Institute of Island Studies. Amalgamation may have to be a coordinated event with some “top-down” guidance. Appreciation was expressed to the administrator for her work in organizing the annual meeting. Items to be completed in the near future include submitting the documents for the Official Plan and Development Bylaw approval, the revamping of the website, arranging for the swale/berm and community pasture rental, completing the reports for the New Horizons for Seniors for the Miltonvale Park Players Project, and for the PEI Seniors Secretariat project, organizing the business mixer, applying to other summer job funding programs, and more filing. If the Small Communities Fund opens, an application will be re-submitted for the pole project.

## **9. BUSINESS**

There was no new business introduced.

## **10. NEXT MEETING DATES**

The next Regular Council meeting is scheduled for Wednesday, April 20, 2016 at 7:30 p.m.

## **11. ADJOURNMENT**

Motion 2016:39 - Moved by Councillor Helen Shaw that the meeting be adjourned, and Chair Harold Parker declared it so at 8:35 p.m.

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Chair

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Administrator

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April 20, 2016  
Date approved