

**Community of Miltonvale Park
COUNCIL MINUTES**

Milton Community Hall

7:30 p.m., Wednesday, May 18, 2016

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

REGRETS: Councillors Denise MacDonald-Vail and Sheila MacKinnon

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 2016:50 – Moved by Councillor Philip Hooper, seconded by Councillor Helen Shaw 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 2016:51 – Moved by Councillor Helen Shaw, seconded by Councillor Sheila Curtis that **the minutes of April 20, 2016 be approved as corrected** (“s” added to “Measure,” page 4). Motion carried.

5. PRESENTATIONS – No presentations were scheduled.

6. BUSINESS ARISING FROM THE MINUTES/OLD BUSINESS

A. Washroom at Community Park

The washroom door has been moved. Brad Coles has suggested a 5'x5' step be constructed as a landing.

Motion 2016: 52 – Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Philip Hooper that **Council purchase metered taps for the washroom at the park, at an approximate cost of \$250.** Motion carried

B. Notional Gas Tax – No updates have been received yet from Bell Aliant regarding internet upgrades. “Wicked, eh” is another new internet provider in the Province.

- C. Community Business Mixer-** Six representatives from four businesses (Turner's Pryority, Spruce Grove Landscaping, WaterTight P&H, Anne Marie's Family Hair Styling) attended on May 5, with regrets and interest from Coles Moulding, Mathesons' Construction, Tom Scully and GD Restoration. There was a very good discussion, as well as interest in future events. It is hoped that a WHMIS course can be organized at the hall. One member from the public attended.
- D. Community Engagement – “Do THREE for MVP”** will be introduced in the June newsletter and announced again at Canada Day. The purpose is to encourage residents and businesses to become more involved in the Community and to encourage volunteerism. Promotional items or small grants could be used to encourage participation, along with social media. Sunglasses, shopping bags or pens were suggested items, with bags being preferred. A word cloud could help explain the possibilities, and funds could be diverted from the Christmas decorating competition. Some suggested activities could be to plant extra vegetables, paint, hold an event e.g. workshop/speaker, activity at the hall or park – games night, lessons, speaker, cooking class/ share talent, dog lessons, yoga, walking club, flower planting/gardening, preserving, crokinole party, community Halloween party, block party, meet your neighbour night, car show, Art in the Dark, Poetry group, Craft, rent an arena for a skate, community yard sale, come together to do volunteer work – for new Canadians, people who are in need, toy library, play group.... rink at the community park, friendly visiting, lend a hand to seniors, shovel; For the community – volunteer for social media, to help at the hall, update the bulletin boards, design, distribute posters. Council would have to consider if there would be insurance implications, and if mini-grants are given - an appropriate level of paperwork/reporting and method of awarding them.

Motion 2016:53 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Helen Shaw that **Miltonvale Park allocate \$1000 towards the “Do THREE for MVP” campaign for promotional items.** Motion carried.

- E. Community Pasture –** The administrator completed the Environmental Farm Plan; it was suggested that soil testing be done. The administrator will apply for funding for the construction of the berm and swales through the Agriculture Stewardship Program (ASP) – Soil Management Fund for Erosion Control, so they can be constructed in August. Application was made for the development permit for the berm and swales. Earl Hambly reviewed the draft contract and suggested that the time given for notice to end the contract be extended from one month to four, which was agreeable. Debt mediation is ongoing for the previous rentor.
- F. Ballfield –**The West Royalty Softball is scheduled to start in the next week. They would like a new drag for the field, and asked if Council would share the cost. Discussion involved the need for to be secure and to remain at the park.

Motion 2016:54 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Philip Hooper that **the Community agree to pay 50% of the cost of a new drag for the softball field, up to \$250.** Motion carried.

One soccer goal has had a weld give way on a top cross piece. The company that constructed it in 2010 will fix it for free, if it is delivered to them in the West Royalty Industrial Park. It may be easier to bring in a mobile welder. Councillor Cosh-MacKenzie will check with the MacKenzie farm regarding possible transportation using farm equipment.

- G. FPEIM** –Chair Parker, Councillor Shaw and the administrator attended the Federation of PEI Municipalities Annual Meeting in St. Peter’s on April 25. All the resolutions received approval. *(Planning Act be amended to allow IRAC to either uphold a Council decision or turn it back to Council for further consideration; more Provincial government support to assist municipalities that wish to restructure; and petition the Federation of Canadian Municipalities and the Province to lobby the federal government to take action on derelict vessels).* Stephen Gould (New Haven-Riverdale) and Peter Vriends (Community of North Shore) were elected as Queens County Representatives on the FPEIM Board. Updates were given on the Crime Prevention and Policing Service Model Review, Infrastructure Programs and their newly eligible projects for infrastructure funding (Tourism, Culture, Recreation, Passenger Ferries Services Infrastructure, and Civic Assets and Municipal Buildings); Open Government, where municipalities were encouraged to share information publically. An overview was given of the new draft PEI Municipal Act, which is expected to be released for municipalities to review over the summer. There was also a Cabinet Ministers’ Forum with updates from departments.

7. CORRESPONDENCE

- a. **Update on changes to Infrastructure Program** -The Province shared information on the Clean Water Wastewater Fund (CWWF). PEI’s allocation is \$55,654,677. The Public Transit Infrastructure Fund (PTIF) allocation for Prince Edward Island is \$660,000. The Government of Canada will provide up to 50% of project eligible costs. Changes to the New Building Canada Fund (NBCF), include greater flexibility, new eligible categories, and increasing the federal cost-sharing for disaster mitigation projects to up to 50%.
- b. The Federation of PEI Municipalities and the Department of Communities, Land and Environment are holding a full day **workshop with Doug Griffiths**, (<http://13ways.ca/>) at the Rodd Charlottetown Hotel, **June 7, 2016.**

Motion 2016:55 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Helen Shaw that **the Community allocate up to \$250 towards two people to attend the Doug Griffiths workshop.** Motion carried.

- c. **2016/17 Wellness Grants** - The deadline for the PEI Department of Health's Wellness Grants is Friday, May 27th.

Motion 2016:56 – Moved by Councillor Philip Hooper, seconded by Councillor Helen Shaw that **the Community of Miltonvale Park make application to the Wellness Grant for a pickleball court, if it is feasible after further investigation and if time permits.** Motion carried

- d. The 6th **Global Forum on Health Promotion**, is taking place October 16-17, in Charlottetown. The **Georgetown Conference** is taking place in early June and should be very interesting. Chair Parker and Councillor Hooper expressed interest in learning more.
- e. **Humane Society** – Their Executive Director plans to meet with communities across the island to discuss dog licensing ideas and dealing with dangerous dog situations. It was thought that many residents would not be interested.
- f. **Kalitec Silhouette** sells lifesize roadside signs of a girl captioned “please slow down for my safety” to slow speeders. The one-sided sign is \$280.
- g. **PEI Seniors’ Secretariat** circulated a report “**What We Heard**” from recent consultations with Seniors Groups and representatives from organizations and programs. Six main issues were reviewed: Communication, Health care, Transportation, Housing, Future Planning, Ageism. The report is online and in the office, and can be used to help plan future seniors’ programming.

8. REPORTS

A. Environment and Community Living

- i. **Watershed Update** — The Cornwall and Area Watershed Group (CAWG) held its Annual Meeting in April, and welcomed a new Chair, Rosalyn Abbott, and two new board members, Hilary Shea and Bruce Bennett. Hilary is planning a water quality monitoring project with CAWG. The Group will be getting Liability insurance for the Board of Directors. Councillor Cosh-MacKenzie will continue to attend CAWG meetings and encourage them to hold events in the Community. It was noted that Councillor Cosh-MacKenzie should be receiving mileage and honoraria for attending the CAWG meetings.

Miltonvale Park received funding through Canada Summer jobs for eight weeks for a watershed worker at 50% of minimum wage; CAWG also obtained eight weeks’ funding from Canada Summer Jobs for a supervisor; and a Jobs for Youth student. They also received \$16,000 from the Watershed Management Fund and \$4,000 from Cornwall. Jobs are from July 4-August 26th, 2016 and field work is being organized. There will be an emphasis on Coles Creek.

June 5-11th is Environmental Week on PEI and there will be tree planting, and CAWG will host a Tree Giveaway and Stream Clean Up at the Community Gardens in Cornwall.

Motion 2016:57 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Sheila Curtis that **the Community pay the remainder of the wages for the Watershed Worker summer student who will be supervised by the Cornwall and Area Watershed Group.** Motion carried.

- ii. **Water Act Consultation Report released** – The Consultation report was released and is on the Province’s website.
- iii. **Seniors Projects**
 - 1. **New Horizons for Seniors Program** -Five weeks of chair yoga started April 20, on Wednesdays, and ten more classes will be held in the fall. Other parts of the project include a summer road trip with the Wheatley River 4-Hers, community kitchen, and healthy eating presentations.
 - 2. **PEI Seniors Secretariat** –The report for 2015-16 was submitted. Suggestions are welcome for 2016-17 projects.
- b. **Canada Day** –John MacAllar and Bryson Guptill have been booked for entertainment. The Community received a \$500 Celebrate Canada grant from the Department of Canadian Heritage.
- c. **Volunteer Award** – The deadline for nominations is June 3, and there has been some interest in nomination forms.
- d. **Community Park** – The Barrett family booked the shelter for a birthday party May 14. Brad Coles will arrange for the installation of the swing and slide, getting suggestions on placement from PEICOD. Last year’s summer student will be asked about the frequency of use for the foozeball game to determine if it should be repaired. Councilor Cosh-MacKenzie will ask David Cosh to investigate the security cameras. It had been suggested that a monthly subscription would allow archived video.
- e. **Summer Students** – The community has not yet been approved for summer students for the park; although word from the MLA was encouraging. If community has to fund both positions entirely, it may have to reduce the workforce to one student. It would be helpful to hire a former summer student to do some filing and office work now.

Motion 2016:58 - Moved by Councillor Philip Hooper, seconded by Councillor Helen Shaw that **the Community hire Carolyn Crane for up to three weeks @\$11.50/hour.** Motion carried.

- f. **Ballfield** – West Royalty Softball will look after the field and Council previously agreed to help with the purchase of the drag for the field.

- g. **Community Garden** – There have been some inquiries about the Community Garden, but no one has signed up to use it yet this year. Jeff MacKinnon will be asked for a load of compost and to till it.
- h. **Wellness Grant Program** - An application will be made for one of the provincial wellness grants, which seek to address **priority areas**: Physical Activity and Reduction in Sedentary Behavior; Living Tobacco Free; Healthy Eating; Consuming Alcohol Responsibly; Mental Health Promotion
- ii **Emergency Measures** –EMO week occurred in May. Information about being prepared for emergencies and safety kits can be distributed. The Fort McMurray fires illustrated the importance of having kits prepared.
- iii **Finance/Payment of Accounts**
 - a. **Remittance** –The Receiver General was paid for April 2016.
 - b. **Reports and Payment of Accounts** –The financial statements for May were circulated and reviewed. Councillor Hooper will sign off on Journal entries. The sub-ledger still needs to be adjusted to reconcile with the general ledger, and the direct deposit form and associated paperwork will be submitted to the Canada Revenue Agency. Residents of the Crabbe Road will be invoiced \$400 to recover the costs for the mosquito portion of the insect control bill from Atlantic Bug Busters.
 - c. **Approval** is required to transfer the most recent Gax Tax payment of \$13,797 from the business chequing account to the infrastructure account.

iv. Planning Board

The Draft Provincial Land Use Policy was circulated to Council and Planning Board. Chair Parker reviewed highlights of the May Planning Board meeting.

- a. There were no **updates** in the applications MPS-279, MPS-280 & Rezoning, #MP-0914 & MP-0934 or Application #MPS-708, nor the coffee compost file.
- b. The following **permits and subdivision approval** were issued since the last Planning Board Meeting
 - 1. **Permit No.** 2016-02 issued on 2016-04-12 at 1202 Loyalist Road at PID 0281295 to extend a deck and erect an above ground swimming pool.
 - 2. **Permit No.** 2016-03 issued on 2016-04-29 at 621 Crabbe Road at PID 0675868 to extend a deck (approximately 132 square feet).
 - 3. **Permit No** 2016-04 issued on 2016-05-10 at 813 Rustico Road at PID 0281691 to demolish three farm buildings.
 - 4. **Permit No** 2016-05 issued on 2016-05-10 at 23 Heather Drive at PID 0478487 to extend a deck (approximately 230 square feet).
 - 5. **File No.** MPS-278 was given final approval to subdivide 1.03-acres and append it to Parcel #4492072016-05-07 at 17213 Route 2, PID 0624395.
- c. The **Bylaw** infraction matter regarding PID 1063841 was heard at court.
- d. **Official Plan Review**
 - 1. The Plan is still with the Minister. It is fairly well-positioned with respect to the draft **Land Use Plan**.

2. Concern from a landowner re the proposed Environmental Reserve zone – A copy of a letter sent to the Minister, requesting he not approve the Official Plan, was received. It hinted of a possible IRAC appeal and the seeking of damages for the reduction in value of the land thought to have occurred with the introduction of an Environmental Overlay zone.

e. **Development Application Forms** – With the imminent adoption of new bylaws, new development application forms will be necessary. Councillors were asked to review the draft forms and forward any concerns to the Development Officer.

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

vi. **Report from Staff** –The administrator planned and promoted the Business Expo, filed for the 5% HST rebate, submitted the Jobs for Youth applications for two park students and a Watershed student, and completed the Seniors Secretariat report and the Environmental Farm Plan. She attended the FPEIM annual meeting, and the training session on procurement (highlights circulated in the meeting agenda notes). Upcoming activities include preparing the June newsletter and the THREE for MVP strategy as well as other Canada Day preparations. The Association of Municipal Administrators Annual Meeting will be June 29 at Milton.

Motion 2016:59 - Moved by Councillor Helen Shaw, seconded by Councillor Philip Hooper that **the Community accept all the reports and recommendations.** Motion carried.

9. BUSINESS - No new business was identified.

10. NEXT MEETING DATE - The next Regular Council meeting is scheduled for Wednesday, June 15, 2016 at 7:30 p.m. Councillor Curtis gave regrets for that meeting.

11. ADJOURNMENT

Motion 2016:60 - Moved by Councillor Tamsyn Cosh-MacKenzie that the meeting be adjourned, and Chair Harold Parker declared it so at 8:25 p.m.

Chair

Administrator

June 15, 2016
Date approved