Community of Miltonvale Park Regular Council Meeting Minutes

Community Office – Winsloe Lions Hall Tuesday, May 27, 2008

Present: Chair Don Aitken, Councillors Brian Andrew, Gail Ling, George Piercey, Betty Pryor, Sheila MacKinnon, Joe Murphy; Administrator Shari MacDonald

1. CALL TO ORDER

Chair Aitken called the meeting to order at 4:40 p.m.

2. PRESENTATION OF AGENDA – DECLARATION OF CONFLICT OF INTEREST

The agenda was accepted and no potential areas of conflict were noted.

3. APPROVAL OF MINUTES

Motion 08-57: Moved by Councillor Sheila MacKinnon, seconded by Councillor Brian Andrew that **the minutes of the April 22, 2008, Regular Council Meeting be approved as circulated.** Motion carried.

4. BUSINESS ARISING

a. **EMO Training** – It is hoped that Municipal Emergency Measures Coordinator Gary Robbins will provide further EMO training for Councillors in the fall. FPEIM or the EMO may also be resources in this area,

b. **Community Pasture** – Chair Aitken and Councillor Andrew each met with Minister MacKinley (Department of Transportation and Public Works), and the Minister and Chair visited the pasture area. The community is to calculate farmable land in the community pasture and continue discussions with the Department regarding the possibility of renting the pasture from the Province. Councillor MacKinnon contacted a Highways crew which will check the condition of the culverts.

   Chair Aitken noted that although the tires continue to be removed, many still remain at the former landfill site,

c. **Streetlights** – Requests for street lighting have been received from residents in the Sleepy Hollow area, which is zoned residential. Information gathered from Maritime Electric and from a meeting with Brian DeGrace of CSA Lighting was circulated, regarding costs and other factors. LED lighting technology from a company in Amherst will be ready later this year.
   It was felt that a plan should be developed encompassing the entire community, and that the effect on taxes be considered. Community

intersections and mailbox sites were seen as priority locations, and it was noted that the community should take the initiative in going "green."

Motion 08-58: Moved by Councillor Gail Ling, seconded by Councillor Brian Andrew **that three streetlights be installed at community intersections for a trial period of one year.** Motion carried, with one nay vote recorded by Councillor Piercey.

Highways will be contacted to see if they would take responsibility for lights at the intersections of Heather Drive and Royalty Road with the Sleepy Hollow Road.

d. Flower Beds – Kari Coles has agreed to maintain the community flowerbeds this season.

5. CORRESPONDENCE

Council reviewed the circulated lists of correspondence received since the last meeting, and acted upon the following:

a. South Milton Women's Institute – A letter requesting a donation in support of the WI community flower bed was received.

Motion 08-59: Moved by Councillor Gail Ling, seconded by Councillor George Piercey that **Council donate $100 to the South Milton Women's Institute to assist with costs of their flower bed, in accordance with the community's donation and gift policy.** Motion carried.

b. Danielle Stewart – Danielle is competing in the National Synchronized Swimming competition in Edmonton in early June.

Motion 08-60: Moved by Councillor Betty Pryor, seconded by Councillor Sheila MacKinnon that **Council donate $25 to Danielle Stewart to assist with costs of her trip to the National Synchronized Swimming Competition, in accordance with the community's donation and gift policy.** Motion carried.

c. Central Queens Elementary School Playground

Motion 08-61: Moved by Councillor Gail Ling, seconded by Councillor Joe Murphy **that Council donate $500 to the Central Queens Elementary School Playground Project.** Motion carried.

d. Milton Community Hall

Motion 08-62: Moved by Councillor Gail Ling, seconded by Councillor Brian Andrew that **Council donate $1200 to the Milton Community Hall towards the installation of a new roof.** Motion carried.

e. Association of Municipal Administrators Meeting

Motion 08-63: Moved by Councillor Gail Ling, seconded by Councillor Joe Murphy that **Council pay the registration and travel costs for the administrator to attend the AMA-PEI Meeting June 20, 2008**. Motion carried,

6. COMMITTEE REPORTS

a. Finance/Payment of Accounts

i. **Reports and Payment of Accounts** – Finance Chair Ling referred Councillors to the financial statements, including income, expenses, balance sheet and journal entries to April 30, 2008, that were circulated in the meeting packages.

Motion 08-64: Moved by Councillor Brian Andrew, seconded by Councillor George Piercey, that **the financial statements for April 2008 be approved as circulated.** Motion carried.

It was noted that the expenses paid in May will be approved at the June meeting.

ii. **Remittance** – It was noted that the May 2008 remittances have been made to the Receiver General for Canada.

b. Personnel Committee –The administrator, chair and finance chair reported reaching an acceptable agreement regarding the administrator's accumulated overtime, using a combination of paying out hours and time in lieu. It was noted there will be no office hours on July 22, 2008, due to the Strawberry Social.

c. Planning Board

i. **Official Plan and By-laws Update** - Planning Board Chair Pryor noted that the Official Plan is still delayed because of the Special Planning Area issue, and that Planner Phil Wood suggests the bulk of the Official Plan process will occur in the fall.

ii. **Special Planning Area Update -** The Infrastructure Secretariat hopes to have official word on the community's funding application during the first week of June.

iii. **Strategic Plan Update** – No report available on the plan from Kim MacDermott Jay.

iv. **Building Permits –** No permits were issued since the April 22nd meeting. One application was received today. It was noted that there is no fee in place for demolition or removal of buildings. This issue may need to be addressed further in the bylaws.

d. **Water and Sewer** – The draft Water and Sewer Community Questionnaire and letter to residents were circulated for comments from Councillors. Comments will be forwarded to ETC, who plan to distribute the questionnaires by the end of May.

e. **Parks and Recreation**

i. **Summer Job** - Federal funding has been received for $3.88/hour for 8-40 hour weeks, to hire one student. Decisions have not yet been made for the provincial funding program. If no further funding is received, the second person hired does not necessarily have to be a student.
ii. **Shelter -** Councillor MacKinnon will purchase two additional tables for the shelter. The alarms have gone off several time recently, all false alarms. The toilets have been repaired.

f. **Report from Staff**

i. **Administrator** -The administrator's report was circulated, including a report of the FPEIM annual meeting. Councillor Ling noted that the FPEIM meeting was a very worthwhile event. Discussion followed on Charlottetown's decision to withdraw from FPEIM. Letters have been sent to property owners on the boundaries of the community to ascertain interest in hosting a "Welcome to the Community" sign. The administrator is researching stoves for the community shelter. The inclusion of a stove, with potential additional cleaning, will necessitate the charging of a deposit fee, as outlined in the park policy.
ii. **Development Officer** – Applications were recently received from Prestige Homes for a new home on the Lower Malpeque Rd and for a further subdivision from the McLaine estate.

7. BUSINESS

a. **Development Permit Policy re Refunds** – Development Officer Wakelin has requested direction regarding the return of development fees if an application is withdrawn. The refund policy for the city of Charlottetown was reviewed, along with the case in question. Council agreed that no refund would be given due to the amount of time expended on the file by the Development Officer. Planning board will be asked to develop a policy regarding this issue for the June council meeting.
b. **Unsightly Properties** - Photos from a property which contained construction debris were circulated. A letter notifying the property owner was sent several weeks ago. The Development Officer will be requested to contact the province regarding this issue.

c. Canada Day

i. **Trees** - It was felt that more shade trees should be planted at the park, and a plan established for their placement. Trees need to be appropriate for the wet clayey soil, and indigenous trees would be preferred. Councillor Ling volunteered to obtain information on costs and varieties, with assistance from Councillor Andrew.

ii. **Entertainment** – Peter Lamont has been booked for Canada Day.

iii. **Volunteers** – All councillors, except Councillor Murphy who will be out of province, expect to attend Canada Day Celebrations.

iv. **Supplies** – The files from last year will be used to assist in planning. Individual drink containers were preferred for convenience and neatness. Joyce Coles will be asked to bake the cake. A hose will be purchased to cool down hot BBQ coals. Gail Ling will act as chair of the Canada Day committee. It was noted that this is the UN Year of the Potato, so baked potatoes could be added to the menu at Canada Day. Council could honour primary producers. Ideas can be submitted to the Administrator.

d. Purchasing

Motion 08-64: Moved by Councillor Joe Murphy, seconded by Councillor Gail Ling, that **all purchases of Council for the community be made locally, firstly within the community, then the province. It shall be a policy of council to support local businesses, PEI merchants and Canadian owned companies.** Motion carried.

e. Municipal Achievement Award – It was noted the community received the Municipal Achievement Award at the FPEIM Annual Meeting.

8. NEXT MEETING DATE

The next regular meeting of Council will be held June 24, 2008 at 4:30 p.m.

9. ADJOURNMENT

Motion 08-65: Moved by Councillor Joe Murphy, seconded by Councillor Brian Andrew **that the meeting be adjourned**. Chair Aitken declared the meeting adjourned at 6:45 p.m.

Don Aitken _____ *Shari MacDonald* _____

Chair Administrator

June 24, 2008

Date approved