Rural Municipality of Miltonvale Park Council
MINUTES
Milton Community Hall **7:30 p.m., Wednesday, June 17,2020**

Present: Mayor Hal Parker, Councillors Tamsyn Cosh-MacKenzie, Lindsey Rhynes, Paul Poole, Phil Hooper, Spencer MacDonald, and Andrew Frizzell; Resident Patsy Piercey and CAO Shari MacDonald

1. **CALL TO ORDER** – Mayor Parker called the meeting to order at 7:31 p.m.
2. **DECLARATION OF CONFLICT OF INTEREST** – There were no conflict of interest items declared
3. **APPROVAL OF AGENDA**

Motion 2020:43 - Moved by Councillor Spencer MacDonald, seconded by Councillor Paul Poole that **the agenda be approved as circulated.** Motion carried, 6-0.

Patsy Piercey arrived at 7:31 p.m.

4. **PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS** -There were no presentations scheduled.

5. **ADOPTION OF MINUTES**

Motion 2020:44 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Spencer MacDonald that **the minutes of May 20, 2020 be approved, with the correction of one typo.** Motion carried, 6-0.

6. **BUSINESS ARISING FROM THE MINUTES**

i. Capital Investment Plan. ($203,566) **–** Project 54.2.1 Miltonvale Park EV Charging Stations has still not been officially approved through IRAC. Project 54.2.3 Miltonvale Community Park Revitalization project ($24,000) is underway and Project 54.2.4 Miltonvale Park Broadband Completion ($168,566) needs to have the funds re-assigned.

ii. **Crabbe Road Transportation Concerns** -The municipality has not received a reply from province regarding concerns of speeding and heavy truck traffic.

iii. Work Alone Policy – The new draft Work Alone policy had been circulated for review, and phone number on page 1 will be corrected. The summer students have also had a chance to review it. It was suggested when the EMO communications systems are installed that a radio be assigned to the park.

Motion 2020:45 - Moved by Councillor Phil Hooper, seconded by Councillor Paul Poole that **the Work Alone Policy be approved as corrected.** Motion carried, 6-0.

iv. **Procedural Bylaw Amendment to enable Electronic Meetings**

SCHEDULE A

To be added to the Miltonvale Park Procedural Bylaw 2018-08 following section 9.6, (page 4) “Closed Meetings” and before 10. “Electronic Participation in Meetings”.

10A. A Meeting by Electronic Means

10A.1. Pursuant to section 122 of the Act, Council hereby authorises meetings to be conducted by electronic means, in accordance with the Act, the regulations, and the provisions of this bylaw.

10A.2 Council shall hold a meeting by electronic means upon passage of a resolution to that effect, where the majority of Council members are unable to meet in person.

10A. 3. Pursuant to subsection 122(2) of the Act and subject to section 10.5 of this bylaw, a Council committee may hold a meeting by electronic means upon passage of a resolution by the committee to that effect.

10A.4. A meeting shall only be conducted by electronic means if the electronic means by which the meeting is conducted enables, at a minimum:

1. the Council or Council committee members participating in the meeting to hear and speak to each other; and
2. where the meeting is open to the public, the public to see and hear the meeting’s participants at a place specified in the notice of the meeting.

10A. 5. The CAO shall ensure that at least 24 hours’ notice of an electronic meeting is given to all Council members or committee members and to the public of a meeting, advising:

1. that the meeting will be conducted by electronic means; and
2. where the meeting is open to the public, of the location of the facilities where the public can see and hear the meeting.
3. The CAO shall ensure that a municipal employee is present at the location specified in the notice to facilitate the viewing of the meeting and to ensure that the public can see and hear the meeting.

Bylaw Amendment Motions:

Resolution #1 – FIRST READING Date: June 17, 2020

Motion 2020:46 -Moved by Councillor Spencer MacDonald, seconded by Councillor Lindsey Rhynes that

Whereas there may arise reasons such as a pandemic or state of emergency, whereby it may be necessary to meet electronically,

Be it resolved that the “Bylaw Amendment # 2018-08-01”, a bylaw to amend the Miltonvale Park Procedural Bylaw -2018-08 be hereby read a first time. Motion carried, 6-0.

Schedule A is attached.

Resolution #2 – APPROVAL OF FIRST READING Date: June 17, 2020

Motion 2020:47 - Moved by Councillor Paul Poole, seconded by Councillor Tamsyn Cosh-MacKenzie

"Whereas there may arise reasons such as a pandemic or state of emergency, whereby it may be necessary to meet electronically,

And whereas the "Bylaw Amendment # 2018-08-01", bylaw to amend the Miltonvale Park Procedural Bylaw -2018-08, was read a first time at this Council meeting;

Be it resolved that the Bylaw Amendment # 2018-08-01, a bylaw to amend the Miltonvale Park Procedural Bylaw -2018-08", be hereby approved. Motion carried, 6-0.

v. **Letter to Province re Wellfield** -The letter has not yet been sent. Professor Michael van den Heuvel gave information regarding the wellfield at the Cornwall and Area Watershed Group Annual Meeting. Councillor Cosh-MacKenzie can provide links to the information. Miltonvale Park will ask for information that was to be provided in the Development Agreement, and for information on the volume of water being pumped, which was expected to be provided online. Although there were reports previously of wells in the Rte 2 area near the wellfield going dry, no new issues have been reported to Council.

vi. **Cloth masks** -The supplies are on site and production should start next week.

i. **Capital Investment Plan**. **$203,566 –** Council still needs to sign the contract that includes three projects which were approved on December 18, 2019: 54.2.1 **Miltonvale Park EV Charging Stations**, ($4,000*)* for which Maritime Electric has not yet received final approval*),* 54.2.3 **Miltonvale Community Park Revitalization** ($24,000) and 54.2.4 **Miltonvale Park Broadband Completion** ($168,566)**.** Council hopes to receive approval for the Charging stations soon, and may reassign the broadband completion funds, by resolution, when it is confirmed the Province is completing the internet project.

7. READING OF CORRESPONDENCE

i **FPEIM** – June 15 – The Federation of PEI Municipalities is interested in hearing about the financial impact of the COVID-19 pandemic on each municipality. As well, Minister Fox has also indicated that the Department is considering making changes to the Municipal Government Act (MGA), and the FPEIM would like to hear if Miltonvale Park has identified needed changes to the MGA. No issues were identified.

ii**. Recreation PEI's Annual General Meeting Tuesday, June 23, 2020-10:00am** Their annual meeting will be held virtually and will not include additional sessions Canadian Parks and Recreation Association is also holding a webinar series on Reopening Parks and Recreation Facilities and Reopening Aquatic Facilities.

iii. **211PEI** -The United Way of PEI, in partnership with the Province, announced that "211 PEI" is now accessible 24/7 to help Islanders navigate the network of

community, social, non-clinical health and government services available across the Island. 211 PEI will help those in need "find the right door the first time" by connecting them to human services quickly and easily. The 211 PEI service is reached by calling 2-1-1 or at www.pe.211.ca. Marketing materials will be ordered from outreach@pe.211.ca and information will be added to the website.

iv. The **Enabling Accessibility Fund (EAF)** funds projects that make communities and workplaces more accessible for persons with disabilities. Eligible organizations can apply for up to $100,000 for small construction, renovation or retrofit of existing spaces to improve accessibility or accessible information and communication technologies. Their priority is projects that improve the accessibility and safety of persons with disabilities in facilities where they work or could work and construction projects for ramps, accessible doors and accessible washrooms. https://www.canada.ca/en/employment-social-development/programs/enabling-accessibility-fund.html.

If Council or the hall were to successfully apply for this grant to build an elevator to the second floor of the hall, it is believed the additional expenses of the renovation would be eligible under the Notional Gas Tax program. An elevator, and an addition where the side deck is now would allow for the installation of showers (at least one accessible), and the development office could be located on the 2nd level. Additional costs would include for architectural design, a possible surface drainage plan, building and development permits, as well as construction costs. Operating costs would include elevator inspections and heating and electrical costs for a larger area.

Motion 2020:48 - Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald **that if approximately $80-100,000 were received through the Enabling Accessibility Fund that Miltonvale Park Council consider reallocating its Notional Gas Tax Funds to pay for the proposed renovations and elevator installation**. Motion carried, 6-0.

vi. Devan Corrigan of **Corrigan HR Consulting** in Moncton, New Brunswick advised Council that he conducts workplace investigations and can be reached at (506) 543-5365 www.corriganhr.com

vii**. Emergency Community Support Fund -** The Government of Canada is working with the United Way, Red Cross and Community Foundations to distribute the Emergency Community Support Fund https://www.canada.ca/en/services/benefits/emergency-community-support-fund.html

viii. **Speed concerns** – An email was received on June 15 from resident George Piercey who expressed concern about speeds travelled through Milton on Route #2 from the Lower Malpeque Road up to, and through, the Rustico Road intersection. He suggested Council consider traffic signs which display a vehicle's speed, or the installation of a flashing or strobe light to slow traffic. The speed limits in the area are 70 and 80 km/hr.

ix. **Mosquito control** – There is concern from some residents of Crabbe Road about the quantity and frequency of mosquito control. The CAO contacted the

company who replied that two spots were treated for mosquitoes on May 8th and 29th. Atlantic Bug Busters noted there is a lot of standing water over the area that could be treated, and that mosquitos can drift/travel/fly in from up to 5km away, but that any mosquitoes were not coming from the treated areas. The municipality only pays for black fly control, and the mosquito portion of the contract is paid by local residents.

8. REPORTS FROM STANDING AND AD HOC COMMITTEES

i. Environment and Community Living

a. Watershed Update – The Cornwall and Area Watershed Group (CAWG) met on June 10th, 2020 through Zoom. Employees started on June 8 with nine staff funded through employment programs. Staff includes four returning students (Jamaal Scott and Thomas Bruce, both previously hired through Miltonvale Park and Hannah Maclean, now currently funded by the municipality, and Nick Havenga) and new employees Ashlyn Carpenter, Evan Trainor, Jack Nordquist and Caleb Acorn.

Treasurer Fenny van der Leeuw has stepped down, and secretary Karlie Gallant will take on the position. CAWG received $4115 from PEI's Wildlife Conservation Fund towards the 'Atlantic Salmon Habitat Rehabilitation' project, which may be applied towards mileage costs.

Trees were cut at Sunrise Cove, outside the 15-meter border, but on Town of Cornwall property. Five parcels have been deemed for naturalization. The town wants CAWG to order signage and to plant shrubs to create butterfly habitat and reduce maintenance in the stormwater swale. The UPEI PhD study on the North River, investigating what fish are present and how far upstream they travel, has asked for help with their work as they were unable to hire students this summer.

CAWG is considering fundraising ideas including corporate sponsorship at the Naturalization Gallery's fern bed, wildflower beds and milkweed bed and rain barrel sales (Rainbarrel.ca) where CAWG would receive $10 from each $60 barrel. The municipality will include information in the newsletter to gauge interest. The Trees for Trash Event was held on Saturday June 13th, 2020 at the Cornwall Community Gardens.

b. Projects

a. **NHS -2020-2021-** A Year in France -Summer staff are working to host some events over the summer. Council applied for $14,470 in New Horizons for Seniors Funding to projects to support seniors during COVID 19, due to enthusiastic support from residents. The project could involve supplying seniors with PPE, and emergency supplies when needed, as well as information sessions on disease prevention, use of PPE and computer literacy. Council would provide food boxes and meal deliveries, and transportation to important appointments. The municipality would provide tablets for "unconnected" seniors, and purchase a video camera, tripod and sound equipment to produce online events and info sessions, including

exercise, cooking and crafting classes, musical entertainment, and municipal and public meetings.

b. **PEI Senior Secretariat Funding** – Notification has not yet been received regarding the application for $2725 for six painting classes, three preserving/cooking classes, and three Lunch & Learns for seniors.

c. Park

i. **Cricket** – The request for proposals to convert the soccer field to a cricket pitch was circulated to three companies for quotes. One, citing a busy season, declined to bid, and the company which had constructed Stratford's pitch intended to bid, but on June 16 informed Council they were unable commit to the project within an acceptable timeline. One quotation was received.

Motion 2020:49 - Moved by Councillor Phil Hooper, seconded by Councillor Spencer MacDonald **that J.E. Matheson Construction be contracted to construct a 10 ft. x 72 ft. cricket pitch for $3765.00 + HST $564.75 for a total cost of $4329.75, and that they also be asked to complete additional work to return the swale at the tennis court to its original state to permit drainage, at an additional cost.** Motion carried, 6-0.

The additional work should reduce the mosquito population.

ii. **Community Garden**- Compost has been added and the garden is tilled. Three families have planted their plots and summer staff will plant the remainder.

iii. **Ballfield** – Charlottetown Minor Ball would like to use the ballfield on Monday, Wednesday and Thursday evenings and Saturday mornings. The infield needs work as it is very weedy. Mayor Parker will spray for weeds. Although the league originally asked to start June 22, they would like to start earlier, if the field is ready. A pickleball player was injured on the past weekend by tripping why playing. The CAO will send a get-well card. It was suggested players be asked to sign a waiver.

d. Summer Students – Two students were approved for the Post Secondary Student Program and started on June 15. The Community Engagement Coordinator, Kassandra Gavin Henry, received the offer of a six-month employment contract on her first day, and Office Assistant -Emily DeLorey, received a job offer with Health Futures on her third day. Both students accepted the other positions. Charlotte Arsenault was hired to be the new Community Employment Coordinator, and a new Office Assistant will be hired as soon as possible. Hannah MacLean with CAWG, and Ananya Kaur (Environment and Community Living Coordinator) will be hired through the provincial Jobs For Youth program, which funds eight weeks each, with a maximum of 320 hrs at $13.36 /hr, including vacation pay. Canada Summer Jobs has funded the park student position for Janelle Sinclair who lives in Miltonvale Park at 100% minimum wage for eight weeks.

e. Little Free Library -As no response has been received from Transportation, it was decided to erect the little free library at the Community Park.

f. **ParticipACTION**–Summer staff are working on details for "Move More than the Mayor."

g. Canada Day – The Canada Day Cupcake giveaway will be held on Wednesday, July 1 from 10 a.m. -12 noon at both the Milton Community Hall and the Community Park. The Milton Hall has agreed to cater 800 cupcakes. The "Show your Canadian Pride**"** Decorating contest for home/yard; vehicle and/or family will ask residents to enter photos to participate in a random draw for local prizes totalling $500 in value.

h. Park Project – A Request for Proposals was sent to 4-5 Island nurseries and landscapers to ask for prices for ten fruit trees and trees (possibly cedar if they were recommended) to provide a windbreak at the tennis court. The RFP described the location and need (windbreak, no leaves blowing onto court, not attractive to mosquitoes, easy care) and asked for suggestions. Wood's Planting Time Nursery did not submit a proposal but noted cedar trees required more care and can turn brown. Kool Breeze suggested using a local landscaper and didn't submit a price.

Spruce Grove Landscaping quoted on the project and included a variety of ten pot-grown fruit trees, six large white spruce and soil amendments, mulch and staking equipment and grass seed and labour for $4,496.64 + HST $674.50 =Total $5,171.14

Island Pride Garden Co. (Wood Islands) also submitted a quote for 10 assorted fruit trees and 15 small eastern white cedars, soil delivery and labour for 1771.25 +258.19 HST.

Council noted the recommendation against cedar, and the larger size of the spruce trees which would be used as a windbreak.

Motion 2020:50 - Moved by Councillor Spencer MacDonald, seconded by Councillor Tamsyn Cosh-MacKenzie **that Spruce Grove Landscaping be contracted to supply trees to the Community Park, according to Estimate #000716 for $4,496.64 + HST $674.50 =Total $5,171.14.** Motion carried, 6-0.

i. Park cleaning/maintenance

Motion 2020:51 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Spencer MacDonald that Joanie MacKinnon be paid $100 for cleaning the park shelter. Motion carried, 6-0.

She will also collect the garbage at the park for the summer and is usually paid $400 for the summer. Someone is leaving household garbage at the park. There are 3-4 picnic tables that need replacing/repair, and several belt swings should be replaced. The fire extinguisher needs servicing, and more tie downs for soccer goals and the naloxone kits need to be purchased. The tennis net and the two special swings still need to be installed.

j. **Volunteer of the Year Award** – As no formal nominations were received, Council reviewed previous suggestions and nominations. With no official ceremonies at Canada Day, the announcement will be made in the newsletter.

Motion 2020:52 - Moved by Councillor Lindsey Rhynes, seconded by Councillor Tamsyn Cosh-MacKenzie that **Allison and Connie MacDonald be awarded the Volunteers of the Year for the Municipality in 2020.** Motion carried, 6-0.

The MacDonalds will be presented with $100 in restaurant gift cards.

ii **Emergency Measures** –

a. **Hurricane Dorian** – The claim has not been submitted.

b. **Emergency Plan** – No further information has been gathered for the emergency plan. It is hoped that students may be able to canvas houses for the EMO surveys.

c. **COVID -19** -The New Horizons for Seniors funding for COVID-19 related support for seniors was submitted. It is hoped that the mask-making can start soon.

i. **Operational Plan** – An operational plan has been completed for office but may need to be adjusted as more activities and people return.

ii. **Park** – An operational plan was also completed for the park, as well as a plan for activities with pickleball, cricket and minor ball. The plan needs to be submitted to public health for approval if more than 50 people are multiple activities. Separate washroooms need to be maintained for activities involving people from different groups. There is increased cleaning, sanitizing and record-keeping required. All people are encouraged to keep their own list of contacts as well.

iii. **Development** –Public meetings for re-zonings are not encouraged but may be possible.

iv. **Vulnerable** – No calls were made or received at the office in the past month, but there was a particularly good response to the suggestions for the New Horizons for Seniors funding. The office also heard several stories of residents who struggled during the pandemic.

ii. **Personnel Committee** -There were many applications for the student positions, but only three from the municipality, and one of these students had found other work.

iii **Finance/Payment of Accounts**

a. Remittance –The remittance was paid for May 2020.

b. Reports and Payment of Accounts – Finance Chair Phil Hooper reviewed the previously circulated financial statements. Current assets total $365,412, with $66,963 in the operating account, $64,060 in the infrastructure account and $213,928 in the shares account. Total assets are $403,211. Current liabilities are $8353, and total equity is $394,857, for total liabilities and equity of $403,211. Revenue in May was $19,871, with expenses of $17,020. Year to date (YTD) income is $45,276 and YTD expenses are $25,411 for a net income of $19,865, since April 1, 2020.

Motion 2020:53 - Moved by Councillor Philip Hooper, seconded by Councillor Spencer MacDonald that **the financial statements for May 2020 be approved as presented.** Motion carried, 6-0.

It was noted that the Province has reimbursed the community for the operating costs of the hydrants between the park and the correctional facility.
c. **Audit**- The audit is not yet scheduled.
d. **Capital Expenses** – Specifications for an EMO Communication system approved in the 2020-21 budget, still need to be developed before a Request for Proposals (RFP) can be issued.
e. Capital expenditure plan (5 year) and **Asset Management Plans** – These documents were submitted to the province, after being revised to include an annual rolling of the sports fields, and reducing the estimate spent on gravel. The AER (Annual Expenditure Return) for Gas Tax expenses in 2019-2020) was also audited and submitted.

9. REPORT FROM CAO

The CAO spent considerable time advertising, interviewing, and hiring students. Four students started and were oriented on June 15-16. The COVID-19 operational and gathering plans for park were developed, as well as the playground and park area were cleaned/sanitized several times. Provincial EMO updates were circulated regularly to Councillors. The application for the Seniors Secretariat was developed and submitted. Advice and prices were gathered for the park project. GST filings and the StatsCan Annual Capital and Repair Expenditures Survey were completed. A Work Alone Policy was developed. Resident concerns were addressed including a missing speed sign on the MacKenzie Road, ownership of land around community mailboxes on Old Rte 2, and dangerous dips on the shoulder of the road by 855 Rustico Road.

Upcoming projects include finalizing details for summer events and producing a newsletter for distribution approximately one week before Canada Day. The Park Capital Improvement Plan needs attention, as well as the EMO Communications Project, and the Post Tropical Storm Dorian claim

10. RECOMMENDATIONS FROM THE PLANNING BOARD

1. Permits issued

Permit 2020-07 was issued on 06-05-2020 at 17565 Rte 2, Springvale on PID 478792 to replace a 256 square foot deck.
Permit 2020-08 was issued on 20-05-2020 at 615 Crabbe RD, Springvale on PID 897926 to erect a 100 square foot storage shed.
Permit 2020-09 was issued on 20-05-2020 at 375 New Glasgow Rd- Rte-224, North Milton on PID 947721 to erect a 165 square foot deck.
Permit 2020-10 was issued on 01-06-2020 at 251 Sleepy Hollow Rd, Milton Station on PID 689000 to construct a 1,978-square foot single family detached dwelling.
Permit 2020-11 was issued on 03-06-2020 at 53 Dawn Drive, Milton Station on PID 444232 to erect a 240-square foot deck.

Permit 2020-12 was issued on 08-06-2020 at 17622 Rte 2, Springvale on PID 281089 to place a 1000-square foot storage container.

2. **Building Permit -**The Prince Edward Island Building Codes Act and Regulations came into effect on March 31, 2020. Both Development (Miltonvale Park) and Building Permits (Province) are required before construction or demolition of a building can take place. The province has delayed the application of the Act and Regulations for single and two-unit dwellings, along with structures that are accessory to those buildings (e.g. decks, detached garages, etc.) to March 31, 2021.

3. **The Building Codes Act Regulations Amendment -**Due to the pandemic, the Building Codes Act Regulations were amended to exempt any projects from requiring a Building Permit if an application for their Development Permit was made on or before April 25, 2020 (rather than the original March 31, 2020 deadline).

4. **Application No. MP-1065 - Parcel No. 700443** - The Applicant applied for a Bylaw amendment that would permit him to operate outdoor storage (a holding lot for shipping vehicles to the U.S) in a residential property located in the A1 zone. Council had approved the recommendation of the Planning Board to proceed to the public meeting, which had been scheduled for March 30, 2020.

   The section of the Bylaw under review is Section 4.7.1(v) which states:
   1. A *commercial use* may operate in a *dwelling* or in an *accessory building* to a *dwelling* on a *residential lot* provided:
   ...
   v. No *outdoor storage* of materials or outdoor product *display* is used in conjunction with the *commercial use,* and where the commercial use involves services for vehicles, no more than three vehicles, in addition to those registered to the property owner may be parked or stored on the *lot* at any time, additional vehicles may be parked or stored on the *lot* within a wholly enclosed *building.*

   The Applicant is anxious for the process to continue as his livelihood is being impacted. The municipality provided a letter to the Province earlier this spring to explain the delay. It was noted that the business appears to be operating, and a large “Neills Auto Sales” business sign has been on the building for months.

   Municipal Affairs advised that they cannot endorse alternative public hearing-type meeting formats as there is a higher standard of care for procedural fairness for planning processes. The Minister might not approve a change unless he is confident that the public has been adequately involved. Planner Hope Parnham has suggested ways to engage the public.

   The applicants provided a letter and photos of vehicle storage on their property to be used to explain the bylaw amendment they are seeking. Residents need to be clear that the application is to change a condition (outdoor storage) that if approved, could be allowed throughout the entire A1 zone, and that it would not necessarily apply to only the property of the Applicant.

The Bylaw currently restricts the number of cars to three for a commercial use, unless they are stored within a building. In earlier discussions with the planner, she had suggested the change only be considered for the A1 zone, that the outdoor storage be screened from the public, and that the storage be in the rear yard. It is up to Planning Board to suggest the parameters.

For discussion purposed, the following amendment to Section 4.7 was proposed to be inserted after 4.7.3.

PROPOSED
"4. After following the process in Section 3.15.5 of this bylaw, Council may approve a commercial use and waive the regulations of Section 4.7.1(v) in the Agricultural (A1) Zone, if the proposed outdoor storage is not considered to be an *obnoxious use, and it will be located in the rear yard and screened from view by means of a landscape buffer of adequate size or architectural screening such as a wall, fence or other appropriate structure."

** the definition for obnoxious use includes noise, smells, unsightly storage, dust etc.*

Mr. Neill notes he needs a road sign and a sign on the building for his business. The current bylaw permits signs for a commercial use on a residential property be limited to a maximum of 6 sq. ft.

Neighbours within 500 ft are also being consulted about allowing an “export car lot” on the property, as is outlined in the bylaw.

4.7 COMMERCIAL USE ON A RESIDENTIAL PROPERTY

2. The following commercial uses are permitted on a residential property:
i. Home daycare, subject to provincial regulations;
ii. Tourist establishment, subject to Section 4.6 of this bylaw;
iii. A personal service shop;
iv. Home office, providing clerical, computer and/or telephone based services;
v. Custom sewing, crafts or production of visual arts;
vi. Multi-level marketing retail sales;
vii. Catering, for off-premise delivery of products;
viii. Private lessons, tutoring or training sessions;
ix. Health and wellness services; and
x. Craft Studio

3. Notwithstanding the above provisions, but after having followed the process in Section 3.15.5 of this bylaw, *Council* may approve an alternative commercial use provided *Council* is satisfied the commercial use will be compatible with adjacent land uses, and that no permanent injury will be caused to the existing and permitted uses of adjoining properties.

Planning Board suggested that information be included in the upcoming newsletter, that the wording of the proposed amendment be shared with residents and that a public meeting be planned, tentatively for Monday, July 6. Council is waiting for a response from the applicant to confirm he is available that date. Indoor gatherings

are currently restricted to 15; however, this may be increased in Phase 4 of Renew PEI which may be in place in late June or early July. The upstairs of the hall could be used for additional seating, with the sound system allowing people to hear, and if Facebook Live were used, visuals could be projected upstairs. Residents could be encouraged to make an appointment to express concerns and given adequate time to submit written comments. A municipal newsletter should be distributed before June 23. Councillor Poole had spoken with Mr. Neill to ensure he understands the process. Mr. Neill noted his intention would not to be loading cars onto transport trucks at the property. He has changed his operating name. He noted he has a barn in his back yard, and for ease of snow removal, he would prefer he not be required to fence the lot. Mr. Neill has also expressed concern about the number of cars allowed, and that he would want to have two signs on the property. Councillor MacDonald noted that the maximum number of cars that would fit in his compound is 22, with there usually being 12-13 vehicles. It was noted masks may be required at the meeting if the required six-feet physical distancing can't be maintained.

5. **MPB-01 – Parcel No. 283242 Rezoning -**The owners of Parcel No. 283242 applied to rezone the parcel from Agricultural (A1) to General Commercial (C1). The Council approved the Planning Board recommendation to proceed on a public meeting for rezoning, which had been scheduled for March 30, 2020. It was felt that this meeting could now be held after the public meeting regarding the bylaw amendment. The current restrictions on gatherings due to the pandemic, would require two separate meetings for the re-zoning and for the bylaw amendment. Information will be circulated in the newsletter, with the meeting date to be determined. If the bylaw amendment with application No. MP-1065 - Parcel No. 700443 is not successful, the applicants may also wish to consider a re-zoning. Council would like to move ahead with scheduling this meeting.

6. **Parcel No. 557108 – Placement of a Storage Container without a Permit -** A storage container was placed on the parcel without a development permit in 2019, and the owner was contacted several times by the Development Officer. On June 8, the owner notified the municipality that the container had been removed from the parcel.

7. **Parcel No. 109781 – Change of Use -**The owners operate a commercial business detailing and polishing of aluminum, stainless, cars and trucks on the parcel without a permit. The parcel was subdivided in 2018, for "single detached dwelling/ agriculture." Registered mail from Council advising that a permit was required to change use was received by the owners on January 3, 2020. The owner refused to apply until a Planning Board member he believes is operating a business without a development permit, comes into compliance. An application for a change of use was received June 10 from a Planning Board member, so the Development Officer will clarify the situation with the owner, and reiterate the need for him to apply.

8. **Application No. MPS-296 – Parcels No. 283739 & 699919** -The Applicant wishes to subdivide two parcels into 52 lots (35 single-detached and 17 semi-detached dwellings). The Department of Environment, Water & Climate Change identified the environment buffer. The 15% open space requirement would not be included within the buffer zone. The parkland has not yet been identified to the municipality. The

Department of Environment had required a bore-hole analysis in Lot #1 and are now satisfied. The municipality is waiting for comments from the Department of Transportation regarding design drawings, and erosion control and stormwater management plans. It is believed the plans include sidewalks and underground wiring.

9. Application No. MP – 1085. Parcels No. 504647 - The Applicant applied to rebuild a 4800-square foot fire-damaged cattle barn in Milton Station. The application is being processed, and a permit will be issued once the necessary information is received.

10. Other Applications, Inquiries, etc.

- **Parcel No. 281659** - No application has been received yet regarding the parcel apparently subdivided without approval decades ago. The owners are currently consulting legal advice.
- **Parcel No. 281089** - The owner applied to rebuild a fire-damaged dwelling; however, he has not submitted all the required information. On March 9, 2020, Council was notified that the owner is building a triplex, which is not a permitted use in the zone. The owner has refuted this. The Development Officer has requested the building plans and other necessary information needed to process the application.
- **Parcel No. 843292** – In December 2019, the Development Officer was made aware of a development activity (a new garage) occurring on the parcel on the New Glasgow Road, North Milton, without a permit. The owner must submit some required information; but has temporarily stopped work on the development.
- **Parcel No. 448910** - On October 7, 2019, the owner applied to erect a 1500-square foot single family detached dwelling on Parcel No. 448910 located on Heather Drive, Milton Station. Charlottetown Water and Sewer Utility confirmed that the parcel is serviced. The Development Officer will issue the Permit as soon as the Applicant submits the connection approval.
- **Parcel No. 1026756** - The owner applied to build a 1440-square foot barn. The application is currently being reviewed.
- **Parcel No. 487405** - The owners submitted an incomplete application to add 58 ½ square-feet to their kitchen. The application will be processed when the required information is submitted.
- **Development** -It was noted at the meeting that there was a mini barn and new fence at a property near the traffic lights on Rte 2 and there appears to be a new baby barn at a property on Rte 2 near the Crabbe Road. The Development Officer will investigate.

Motion 2020:54 - Moved by Councillor Phil Hooper, seconded by Councillor Paul Poole that **the Planning Board Report be adopted.** Motion carried, 6-0.

11. INQUIRIES BY MEMBERS OF COUNCIL- It was noted that the mother of Development Officer Michael Olubiyi had passed away recently.

Motion 2020:55 - Moved by Councillor Phil Hooper, seconded by Councillor spencer MacDonald that **a contribution of $100 be used in an appropriate way in memory of the mother of the Development Officer.** Motion carried, 6-0.

12. ADJOURNMENT

Motion 2020:56 - Moved by Councillor Andrew Frizzell, that **the meeting be adjourned**, and Mayor Parker declared it so at 9:05 p.m.

The next Regular Council Meeting is scheduled for Wednesday, July 15, 2020 at 7:30 p.m. and a tentative public meeting for an amendment to the Development Bylaw is scheduled for Monday, July 6, at 7:30 p.m.

_____ _____

Mayor CAO

____July 15, 2020_____

Date Approved