Rural Municipality of Miltonvale Park
Council Meeting Minutes
Milton Community Hall **7:30 p.m., Wednesday January 15, 2020**

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

1. CALL TO ORDER

Mayor Parker called the meeting to order at 7:30 p.m.

2. DECLARATION OF CONFLICT OF INTEREST

There were no conflict of interest items identified.

3. APPROVAL OF AGENDA

Motion 2020:01 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Paul Poole that **the agenda be approved as circulated.** Motion carried, 6-0.

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS - None

5. ADOPTION OF MINUTES – December 18, 2019

Motion 2020:02 - Moved by Councillor Spencer MacDonald, seconded by Councillor Philip Hooper that **the minutes of the Council meeting on December 18, 2019 be approved as circulated, with the correction of several minor typos**. Motion carried, 6-0.

6. BUSINESS ARISING

i. **Hydrants** -The CAO will contact City to ask for water data that was due to the municipality as outlined in the contract. The municipality will send payment for the number of hydrants required in the contract as well as the three added for the Provincial Correctional Facility which have already been reimbursed to Miltonvale Park by the Province. The municipality will respectfully decline to pay for those which were installed by the City for their residents along the boundaries of Miltonvale Park.

ii. **Bylaws –** The second readings and adoption of the Records Retention and Disposal Schedule Bylaw and the Access to Information and Protection of Personal Information Bylaw will take place in February. There has been no further progress on the staff Code of Conduct.

iii. **Zero-Emission Vehicle Infrastructure Program** – There has been no word yet from Maritime Electric regarding the funding approval for the EV charging stations.

iv. **Donation** -There has not been any contact lately with Andy Gallant regarding a public wifi network.

v. **Capital Investment Plan -** Formal notification was received that the file storage area and generator cover (value $7000) did not receive approval in the $203,566 Capital Investment Plan. The inclusion of internet ($168,566) should also be revisited. The plan includes $24,000 - Recreational Infrastructure - Community Park Revitalization and $4,000 for Community Energy Systems - Two Level 2 Electric Vehicle Charging Stations.

vi. **Council Appreciation Night** -Everyone attended, and the evening was greatly enjoyed.

vii. **Central Area Development Corporation/Special Planning Area** –There has not been further word about a meeting with Minister Fox.

viii. **Naloxone Kits** – These have not yet been purchased.

ix. **Strategic Planning Session** – Although the session was planned for Saturday, January 18, from 2-5 pm, as a December meeting was held leaving little new business, it will be held later this meeting.

Storage Cage – One quote was received from Sheldon Cudmore for a 9' x10' locked room in the basement with 2x4 studs; 15/32 osb on walls; 3/4 plywood shelves on each side for $1976 + HST=$2272. This proposal was acceptable to Council.

x. **Premier's Action Committee on Family Violence Prevention (PAC**) The municipality received a $100 grant which will be used for the annual blanket making for transition housing. This will be scheduled for Monday, February 10 at 10:15. The Milton Community Hall will schedule a Lunch and Learn to follow.

7. Reading of correspondence

i. **National Flag of Canada Day** is the perfect opportunity to show our Canadian pride and honour the flag, which is celebrating 55 years in 2020. There is further information at Canada.ca/FlagDay.

ii. A researcher requested the 2018 financial statements for analyses for a municipal study on **Coastal Responses for Marine Hazards**, and they were sent.

iii. **Municipal Newsletter Highlights**

a. Municipal EMO plan workshops – Councillors Poole and MacDonald plan to attend the 6 p.m. Wednesday, February 5, 2020 session at the Kinkora Community Center.

b. There is a **municipal finance/asset management** session for CAOs or Finance Chairs and committee members on Tuesday, January 28, 2020 from 2-4 p.m. or 6-8 p.m. at the Aubin Arsenault Building, Charlottetown.

c. The **2020/2021 Financial plan** is due to the Province by March 31, 2020, with municipalities to hold a public meeting at least two weeks in advance. Miltonvale Park will hold its public meeting on

Monday evening, March 2, 2020 with a storm date of Tuesday, March 3.

iv. The establishment of an **Active Transportation Fund** was announced and will eventually fund bike baths, walking trails, wider shoulders on road and will connect cycling paths.

v. Community Foundations of Canada is a partner in the **Investment Readiness Program** (IRP) which allocates capital from the Government of Canada to social purpose organizations to participate in the social finance market and grow a social-purpose business. More information is available at https://irp-ppi.ca/en/.

vi. **Remotely Piloted Aircraft Training** -A new online registration system has been developed to display courses for municipalities. The courses are available in three categories: Admin, Fire/EMS, and Police and are at https://www.RPATC.ca/product/muni and accessed with "learn".

vii. **FPEIM Newsletter** - Submissions are open for the FPEIM Bruce H. Yeo Memorial Award and the Municipal Achievement Award to be presented at the 2019 FPEIM Annual Meeting on Monday, April 27, 2020, at the Credit Union Place, Summerside.

The following regulations have been adopted under the Municipal Government Act and come into effect April 1st, 2020. General Regulations Records Retention Access to Information and Protection of Personal Information .

Councillors were reminded to sign up for the FPEIM newsletter on the FPEIM website.

viii. **Atlantic Bylaw Officers Association** – Membership for our new Development Officer Michael Olubiyi would be $100 annually.

Motion 2020:03 - Moved by Councillor Spencer MacDonald, seconded by Councillor Philip Hooper that **Miltonvale Park pay registration fees for Michael Olubiyi to join the Atlantic Bylaw Officers Association**. Motion carried, 6-0.

8. REPORTS FROM STANDING AND AD HOC COMMITTEES

i. Environment and Community Living

a. Watershed Update – The Cornwall and Area Watershed Group did not meet in January.

b. Communities 13, Inc.- There was no report from Communities 13, Inc.

c. Exercise-Line Dancing, Yoga and Fitness classes resumed the week of January 6, 2020.

d. Projects

a. **New Horizons for Seniors 2019-20**

i. Quilting/craft afternoons began again in January on Monday afternoons; however, turnout is low.

ii. Basket weaving -The class of 15 is full for Thursday, January 16, with a long waiting list.

iii. Square dancing – There were five people registered for square dancing with caller Christine Belanger, which is planned for Monday evenings (January 12-27 from 7-8 p.m.).

iv. A crafter has been identified who may teach rug braiding.

v. There is a seniors dance scheduled for Saturday, February 8 from 8-11 p.m. with Phase II and Friends. Admission will be $5 for residents and $12 for others.

vi. The project also requires one more farm tour, as well as completing the community quilt panels.

e. Park – Security First has been reminded about the camera installation. Two of the old cameras are still recording.

f. Summer Students – The application period should soon be open for applications for the Canada Summer Jobs positions.

Motion 2020:03 - Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Paul Poole that **Miltonvale Park apply for three Canada Summer Job positions, one for the watershed, a park worker and a park supervisor; with the workers paid $1/hour above minimum wage and the supervisor paid $1.50/hour above minimum wage, with the municipality paying the MERCs**. Motion carried, 6-0.

g. Christmas – The North River Fire Department Santa tour was very successful.

ii **<u>Emergency Measures</u>** –

a. **Hurricane Dorian** – The paperwork needs to be submitted.

b. **Emergency Plan** -Joy MacIntyre is collating the approximately 30 surveys received to date. The Community Emergency Preparedness session on January 6, 2020 was very interesting, but there were less than a dozen people, and they were mostly non-residents. The tabletop Emergency Measures exercise is scheduled for Wednesday, March 25 at 7 p.m.

iii **<u>Finance/Payment of Accounts</u>**

a. Remittance –The remittance for the 4th quarter of 2019 was mailed in early January.

b. Reports and Payment of Accounts -With the vacation and the CAO's medical appointment out-of-province, the financial statement was not ready for the meeting. There have been no significant changes to usual income or expenses, although a Gas Tax payment arrived in early January.

c. Retirement gift for Development Officer -Sandy Foy really appreciated the globe he received upon his retirement!

d. **Budget 2020-2021** – The municipality is required to hold a public meeting at least two weeks before the budget is passed. The meeting will be Monday,

March 2, with a storm date of March 3, with the budget expected to be passed on March 18, 2020.

9. REPORT FROM CAO

The CAO was on holidays from after the Santa Tour on December 21 until January 3, 2020. Upcoming activities include creating an RFP for park upgrades and for auditing services, working on the budget for 2020-2021, and organizing several seniors activities including the quilt sections. The CAO may meet with Tim Elms of the municipal buying program and will follow up with Pam Schurman Montgomery with the Central Area Development Corporation regarding the Special Planning Area.

10. RECOMMENDATIONS FROM THE PLANNING BOARD

Mayor Parker briefly reviewed the Planning Board Report that had been prepared by Development Officer Michael Olubiyi.

i. **Permits Issued Since Last Meeting:**

Permit 2019-20 was approved on 12-23-2019 at 84 Old Route 2, Springvale, PID 0281055 to change the use of a single-family dwelling to a duplex
Permit 2019-21 was approved on 12-29-2019 at 43 Dawn Drive, Milton Station on PID 0444232 to erect a ramp and deck to allow for a second exit in the event of an emergency.
Permit 2020-01 (Application No. MP-1072) was approved on January 14, 2020 on parcel No. 282004 to erect a 4,500 square foot expansion on an industrial building, with the condition that a storage trailer be removed 60 days after completion.
Application MP-1044 to locate a 320 square foot commercial storage container was **denied** at PID 283242 at 17063 Route 2 on 23/12/2019.

ii. **Compliance with the *Professional Engineers Act* & *Architects Act*** - The Architects Act Compliance Declaration Form is now in use.

iii. **Application No. MP-1066** –The application to erect a 18,216-square foot greenhouse adjacent to an existing greenhouse on Parcel No. 283135 is waiting for final comments from the Fire Marshal's Office. If the comments are positive, the permit would be issued with a recommendation that an architect be involved.

iv. **Application No. MP-1044** – Parcel No. 283242 **-**The application has been denied as recommended. A new application for the storage container was received January 14, 2020, to be considered under the new Development Bylaw.

v. **Application No. MP-1065 -** Parcel No. 700443 **-**The Applicant applied for a "holding lot for shipping vehicles to the U.S." on the Rustico Road, and intends to submit outstanding information (Architects Act Compliance Declaration Form) and the fee for the Bylaw amendment that would permit outdoor storage in a residential property located in the A1 zone. The application for small engine repair will be withdrawn, and an application will be made for temporary storage for the accessory building until June 2020.

vi. **Parcel No. 658799 –** Placement of Fill without a Permit - The planner recommended the fill be removed or surface drainage plan be submitted. The owner agreed to remove the fill but requested some time to do so. Planning Board will make a recommendation regarding timing in February.

vii. **Parcel No. 557108 – Placement of a Storage Container without a Permit** -Two registered mails have been sent between September and November 2019 with no response. The Development Officer intends to contact them by phone, and if non-compliance continues, the matter should be referred to legal counsel.

viii. **Application No. MPS-296** – Parcels No. 283739 & 699919 -The Applicant applied to subdivide two parcels into 52 lots (35 single-detached and 17 semi-detached dwellings). The Applicant is addressing environmental concerns.

ix. **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 Applicants have resubmitted an application for the storage container under the new Bylaw and the Fire Marshal will inspect the property next week. It is recommended that Council proceed to a Public Meeting regarding the Rezoning after the permit is issued and any concerns of the Fire Marshal are addressed.

x. **Other Applications and Inquiries**

- Parcel No. 281659 - An individual has inquired about the steps necessary to correct an apparent error that occurred several years ago. No change in status.
- Application No. MPS-295 - Parcel No. 689000 – The Applicant applied to subdivide a lot, but more information is required.
- Parcel No. 281626 – No application for subdivision has been received.
- Parcel No. 281089 - A dwelling was moved onto the parcel recently and the Development Officer has requested that the owner applies for a permit.
- Parcel No. 843292. – The Development Officer is processing an application for commercial activity on the property and for the new accessory building being constructed on the New Glasgow Road.
- Parcel No. 1097781- The owners operate a commercial business of detailing and polishing of aluminum, stainless, cars and trucks on the parcel without a permit. A registered letter requested an application be received by January 13, 2020.
- Parcel No. 280875 –An inquiry was received as to whether the parcel could be developed

Motion 2020:04 - Moved by Councillor Paul Poole, seconded by Councillor Lindsey Rhynes **that the Planning Report be adopted.** Motion carried, 6-0.

11. INQUIRIES BY MEMBERS OF COUNCIL

i. **Crabbe Road Internet** – The status of the internet on the Crabbe Road was discussed. It is believed that the Province intends to include it in the Provincial Broadband Project.

ii. **Watertight Plumbing and Heating** – It was suggested that the fire marshal's review of the facility was not necessary, although it had been recommended by the municipality's planner.

iii. **Federation of Canadian Municipalities** (**FCM**) - Registration begins in late January for the FCM Conference and Trade Show in Toronto, June 4-7. Mayor Parker is interested in going and would pay his flight and accommodations. Councillor Rhynes is eligible for the student registration fee.

Motion 2020:05 - Moved by Councillor Philip Hooper, seconded by Councillor Spencer MacDonald **that Miltonvale Park send up to three delegates to the FCM Conference**. Motion carried, 6-0.

12. PLANNING EXERCISE

Councillors participated in a strategic planning brainstorming session. Current activities were reviewed, as well as the 2015 strategic planning session, and the results from a recent small Facebook survey of residents. Councillors suggested projects in the areas of seniors housing, recreation, transportation, and emergency measures to be investigated further.

Councillor Cosh-MacKenzie left the meeting at 9:25 p.m.

13. ADJOURNMENT

Motion 2020:06 - Moved by Councillor Spencer MacDonald, seconded by Councillor Paul Poole that **the meeting be adjourned**, and Mayor Parker declared it so at 9:36 p.m.

Next Council Meeting – The next Council meeting is scheduled for February 19, 2020 at 7:30 p.m. Councillor Rhynes sent regrets.

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Mayor CAO

February 19, 2020

Date Approved