

**Rural Municipality of Miltonvale Park Council  
Public Meeting on the Financial Plan  
MINUTES**

**Milton Community Hall**

**7:30 p.m., February 24, 2021**

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

Residents and landowners: William and Carol-Ann McLaine, Rita Jackson and James Rodd, Gail Ling, and Blaine MacPherson

**1. CALL TO ORDER**

Mayor Parker called the meeting to order at 7:30 p.m. and introductions of Council and staff and members of the public were made.

**2. HIGHLIGHTS of 2020-21**

Mayor Parker reviewed the highlights of the current year:

While 2020-21 has been a tumultuous year around the globe, we have been fortunate in Miltonvale Park, and PEI to have had a more “normal” year than many places.

Many municipal activities have continued, although often with reduced capacity. Many seniors activities continued-newly funded activities and those which have been ongoing as a result of previous grants: Twice-weekly exercise, yoga, line dancing (now four one-hour classes weekly).

The Year in France New Horizon for Seniors Grant was extended for another year (until March 2022) to allow activities to be completed. Bicycling activities, movies, dance classes, and art classes were held. Cooking classes, a field trip, school visit, armchair travel, cooking classes, and a concert will be held over the upcoming year.

As a New Horizons for Seniors grant holder, the municipality could apply for a grant for COVID related activities. A video camera, monitors, and six tablets were purchased. Technology classes were held, a small food supply cupboard was established, 15 Stories Fill Me Up presentations were planned, and meals were also delivered to senior residents. Presentations about generators and solar energy were held. A Provincial PEI Seniors Secretariat Grant is also funding art classes, cooking presentations and four lunch and learns.

Park Upgrades – Ten fruit frees, large spruce trees for shade, new security cameras and wi-fi were installed. Cement frames for picnic tables were purchased. A little free library was donated to the community and installed at the park. Finishing the picnic tables, and installing new signage, and enhancements for the dog park are planned for the summer of 2021 in this Notional Gas Tax-funded project. A funding program of Maritime Electric also provided 30 maple and birch trees which were planted at the park in 2020. Pickleball was very popular, with games almost every day over the summer and into the fall.

COVID-19 also impacted the municipality – cancelling or altering many usual activities. The Canada Day and Halloween celebrations changed to drive through Canada Day Cupcakes and a

Halloween Treat Pick up – with 46 treat bags distributed. The Community Park was closed early in the season, and when it was allowed to re-open, additional sanitation measures, organizational plans and staff time were required. Federal and Provincial Governments encouraged the hiring of students with additional funding; therefore, five summer students were employed in the summer of 2020, with two working at the office, two at the park, and one with the local watershed group. Joy MacIntyre was hired through two Special Projects grants during parts of 2020 and assisted with many community activities and events. Family Violence Prevention Week activities were able to be held and over 30 blankets were made for Anderson House. Cloth face masks were also made and are available for residents. A ParticipACTION Community Better Grant saw people rewarded for trying to Move More than the Mayor.

The community signboards were repainted and improved. Three print newsletters were produced and distributed over the year. Approval was received for the municipality to install two Level 2 EV chargers at the Milton Community Hall. Funding programs are providing approximately 87.5 % of the costs.

The Municipal Government Act continues to also impact the municipality. A file room was constructed in the basement at the Milton Community Hall. The CAO is expected to work 24 hours weekly; however, increased demands and activities mean that her weekly hours often exceed 24.

The municipality is in the early stages of an Official Plan Review. Much of the costs of this required activity will be covered from Notional Gas Tax and Municipal Strategic Component funds. Legal fees related to an IRAC appeal for a permit issued for solar panels has led to increased legal fees for 2020-21.

The municipality is also working towards installing an elevator and additional development office space, as well as showers, which would be useful at the EMO warming station at the Milton Community Hall and is seeking funding sources.

### 3. PRESENTATION OF DRAFT BUDGETS 2021-2

Finance Chair Phil Hooper reviewed the draft operating and capital budgets for 2021-22, which were presented along with the budgeted and estimated final figures for 2020-21.

Rural Municipality of <b>Miltonvale Park</b>		DRAFT -Feb 24, 2021			
	Budget 2020-21	ESTIMATED 20-21		Budget <b>21-22</b>	Budget <b>21-22</b>
<b>REVENUE</b>		OPERATING	CAPITAL	<b>OPERATING</b>	<b>CAPITAL</b>
<b>Grants</b>					
Equalization Municipal Support Grant	\$ 27,050	\$ 27,050		\$ <b>27,050</b>	
Infrastructure -MCEG, MSC	\$ 20,000	\$ 9,410		\$ <b>1,650</b>	
Gas Tax	\$ 32,930		\$ 13,000	\$ <b>9,900</b>	\$ <b>176,565</b>
Canada Day & Special Days/Week Grant	\$ 750	\$ 750		\$ <b>750</b>	
Seniors Project	\$ 9,000	\$ 17,500	\$ 3,700	\$ <b>9,000</b>	
Job Funding	\$ 14,000	\$ 32,435		\$ <b>14,000</b>	

ESTIMATED 20-21

	Budget 2020-21	Estimated 2021-22		21-22	21-22
		OPERATING	CAPITAL	OPERATING	CAPITAL
Taxation and planning supplement	\$ 188,155	\$ 203,090		\$ 220,035	
Interest	\$ 1,500	\$ 220		\$ 300	
Other Grants -Safe Restart -Enabling Access		\$ 24,244			\$ 101,975
Misc. Income	\$ 2,000	\$ 2,800		\$ 2,000	
Recreation (ParticipACTION -\$1000)	\$ 500	\$ 1,645		\$ 500	
Seniors Income from Activities	\$ 6,000	\$ 9,000		\$ 6,000	
<b>Grants Total</b>	<b>\$ 301,885</b>	<b>\$ 328,144</b>	<b>\$ 16,700</b>	<b>\$ 291,185</b>	<b>\$ 278,540</b>
<b>Licences and Permits</b>					
Development Fees	\$ 4,000	\$ 9,500		\$ 4,000	
Land rent revenue	\$ 1,500	\$ 1,840		\$ 1,500	
<b>Licences and Permits Total</b>	<b>\$ 5,500</b>	<b>\$ 11,340</b>	<b>\$ -</b>	<b>\$ 5,500</b>	<b>\$ -</b>
<b>Expense Recovery</b>					
Surplus From Reserves	\$ 40,980	\$ 24,612		\$ 29,000	
Recovering Expenses	\$ 2,920	\$ 2,920		\$ 2,900	
<b>Total Expense Recovery</b>	<b>\$ 43,900</b>	<b>\$ 27,532</b>		<b>\$ 31,900</b>	
=====					
<b>TOTAL REVENUE</b>	<b>\$ 351,285</b>	<b>\$ 367,016</b>	<b>\$ 16,700</b>	<b>\$ 328,585</b>	<b>\$ 278,540</b>
<b>EXPENSE</b>					
<b>Admin Expenses</b>					
Depreciation - Community	3,550	\$ 3,012		\$ 4,000	
Amortization of Deferred Grants	0	\$ -		\$ -	
Council Remuneration	9,250	\$ 8,250		\$ 8,250	
Chair & Council Meeting Expenses	2,000	\$ 875		\$ 1,000	
Administration Wages	46,805	\$ 55,006		\$ 50,000	
MERCs	6,700	\$ 7,700		\$ 7,500	
Advertising	500	\$ 500		\$ 500	
Interest and bank charges	200	\$ 50		\$ 100	
Insurance	6,260	\$ 6,230		\$ 7,314	
Office	6,000	\$ 5,250		\$ 5,000	1,000
Printing	400	\$ 200		\$ 400	
Telephone Internet	3,900	\$ 3,350		\$ 3,290	
Training	500	\$ 210		\$ 500	
Travel	500	\$ 500		\$ 400	
Election	700	\$ -		\$ 700	
Meetings	4,000	\$ 300		\$ 500	
Grants to organizations/individuals	1,500	\$ 1,300		\$ 1,500	
Website	350	\$ 450		\$ 425	
<b>Admin Expenses Total</b>	<b>93,115</b>	<b>\$ 93,183</b>	<b>\$ -</b>	<b>\$ 91,379</b>	<b>1,000</b>
<b>Facilities and Public Property</b>					
Insurance (Park Shelter)	1,100	\$ 1,100		\$ 809	
Electricity	2,500	\$ 2,600		\$ 2,750	
Community Park Maintenance	7,400	\$ 8,100		\$ 8,250	
Sewer	745	\$ 435		\$ 450	
Community Park Taxes	775	\$ 800		\$ 825	
Community Hall	3,500	\$ 5,000		\$ 3,500	300,000
13 Communities Incorporated	4,155	\$ 4,200		\$ 4,250	
Rent (Office)	6,000	\$ 6,000		\$ 6,000	
Special Projects (EV charger)	4,000	\$ -			3,655

	Budget 2020-21	ESTIMATED 20-21		Budget	Budget
		OPERATING	CAPITAL	21-22	21-22
				OPERATING	CAPITAL
Community Pasture	400	\$ -		\$ 400	
Depreciation -Shelter and Park Equip	32,500	\$ 21,600		\$ 25,000	
<b>Facilities &amp; Public Property Total</b>	<b>63,075</b>	<b>\$ 49,835</b>	<b>\$ -</b>	<b>\$ 52,234</b>	<b>303,655</b>
<b>Fire Protection</b>					
Fire Hydrant Fee	9,770	\$ 9,922		\$ 9,950	
Fire protection	59,595	\$ 62,332		\$ 66,755	
<b>Fire Protection Total</b>	<b>69,365</b>	<b>\$ 72,254</b>	<b>\$ -</b>	<b>\$ 76,705</b>	<b>0</b>
<b>Planning and Zoning</b>					
Planning Board	1,300	\$ 1,400		\$ 1,000	
Supplies	900	\$ 450		\$ 450	
Planner	3,000	\$ 1,250		\$ 3,000	
Meetings - OP	0	\$ 150		\$ 150	
Printing Final Documents	500	\$ 150		\$ 150	
Bylaw- Project	500	\$ 10,000		\$ 10,000	
Development Officer	16,000	\$ 16,750		\$ 18,000	
Development Officer Mileage	500	\$ 300		\$ 300	
Emergency Measures	14,000	\$ 400		\$ 500	12,000
Amalgamation -Cooperation	1,000	\$ -		\$ 500	
<b>Planning and Zoning Total</b>	<b>37,200</b>	<b>\$ 30,850</b>	<b>\$ -</b>	<b>\$ 34,050</b>	<b>12,000</b>
<b>Community Development</b>					
Community Beautification	6,200	\$ 5,700		\$ 5,800	
Community Days - Canada Day	3,000	\$ 2,600		\$ 3,000	
Seniors Project	8,000	\$ 11,300	\$ 3,700	\$ 15,000	
Community Promotion - Newsletter	2,000	\$ 2,100		\$ 2,200	
Economic Development	500	\$ -		\$ 500	
Green Initiative	400	\$ 400		\$ 400	
<b>Community Development Total</b>	<b>20,100</b>	<b>\$ 22,100</b>	<b>\$ 3,700</b>	<b>\$ 26,900</b>	<b>0</b>
<b>Professional Services &amp; Memberships</b>					
Accounting Fees	4,500	\$ 4,500		\$ 4,750	
Federation of Can. Municipalities	485	\$ 485		\$ 500	
Federation of PEI Municipalities	2,460	\$ 2,400		\$ 2,450	
Legal Services	4,000	\$ 10,000		\$ 7,500	
Other-AMA, Rec PEI, Bylaw	255	\$ 200		\$ 255	
<b>Total Professional Service &amp; Memberships</b>	<b>11,700</b>	<b>\$ 17,585</b>	<b>\$ -</b>	<b>\$ 15,455</b>	<b>0</b>
<b>Recreation and Parks</b>					
Community Park and Office Student Wages	8,900	\$ 24,810		\$ 18,000	
Watershed	4,300	\$ 4,610		\$ 4,750	
Bursaries	3,000	\$ 4,000		\$ 3,250	
Recreation Programs	1,000	\$ 1,200		\$ 675	
Seniors Recreation	4,800	\$ 8,000		\$ 8,000	
Park Admin. & Shelter Supplies	300	\$ 700		\$ 800	
Park & Playground Development	24,000		\$ 13,000		14,400
<b>Recreation and Parks Total</b>	<b>46,300</b>	<b>\$ 43,320</b>	<b>\$ 13,000</b>	<b>\$ 35,475</b>	<b>\$ 14,400</b>
<b>TOTAL EXPENSE</b>	<b>340,855</b>	<b>\$ 329,127</b>	<b>\$ 16,700</b>	<b>\$ 332,198</b>	<b>331,055</b>
<b>NET INCOME</b>	<b>10,430</b>	<b>\$ 37,889</b>	<b>\$ -</b>	<b>-\$ 3,613</b>	<b>-52,515</b>

5 Year Capital Budget - DRAFT Miltonvale Park						
Prev. years	TOTAL COST	Cost in year	Project	Notional Gas Tax (NGT)	Confirmed funding	Tentative Funding
		<b>2021-22</b>				
\$8,922 MSC	\$ 18,822	\$ 9,900	<i>Official Plan</i>	\$ 9,900		
	\$ 4,950	\$ 4,950	<i>Bicycle Fix It and bench</i>	\$ 2,500	ATF -\$1975, MCEG -\$475	
	\$ 320,000	\$230,000	<i>Hall Renovation/Elevator (two year project)</i>	\$ 80,000		\$150,000 EAF/ RGI/ICIP
\$12,000 (NGT)	\$ 26,400	\$ 14,440	<i>Community Park Upgrades (trees, wireless internet, dog park, cricket, security camera, picnic tables, landscape)</i>	\$ 11,000	\$3,440 MCEG	
	\$ 21,500	\$ 21,500	<i>Electric Charging Stations (2) (net</i>	\$ 4,000	\$17,500 ME, NRCAN, PEI	
	\$ 12,000	\$ 12,000	EMO Radios		\$ 12,000 MCEG	
		<b>\$292,790</b>	<b>Subtotals</b>	<b>\$ 107,400</b>	<b>\$35,390</b>	<b>\$150,000</b>
		2022-23				
230,000	\$320,000	\$90,000	<i>Hall Renovation/Elevator</i>	\$ 83,165	\$6,835 MCEG	
	\$ 2,000	\$ 2,000	<i>Trail Maintenance</i>		\$2,000 MCEG	
		<b>\$92,000</b>	<b>Subtotals</b>	<b>\$ 83,165</b>	<b>\$8,835</b>	
		2023-24				
			No capital projects planned			
		2024-25				
	\$200,000	\$200,000	<i>Land Purchase for Future Development</i>		\$34,800 MCEG	MVP \$165,200
	\$ 2,000	\$2,000	<i>Trail Maintenance</i>			MVP - \$2,000
		<b>\$202,000</b>	<b>Subtotals</b>		<b>\$34,800</b>	<b>\$167,200</b>
		2025-26				
			No capital projects planned			

**ATF** -Active Transportation Fund -Provincial

**EAF** -Enabling Accessibility Fund - (\$100,000 max per project)

**ICIP** - Investing in Community Infrastructure Program

**NGT** - Notional Gas Tax - Miltonvale Park is allotted about \$35,000 annually in 5 year increments. \$203,567 from 2019-2024. Program is expected to continue. Only certain expenditures are eligible.

**ME** – Maritime Electric and **NRCAN** – National Resources Canada and **PEI** – Provincial Grant

**MCEG** -Municipal Capital Expenditure Grant - 10% of capital spending for previous year

**MSC** – Municipal Strategic Component Fund - Infrastructure funding -priority for planning/servicing

**MVP** - Miltonvale Park

**RGI** - Rural Growth Initiative

Approximate current balances in accounts are \$70,000 in the operating account, \$85,000 in the infrastructure account, and \$254,000 in the shares account.

Council is not considering any tax increases for the 2021-22 fiscal year. It is expected that a new subdivision in the Sleepy Hollow area will add to the non-commercial assessment soon.

Tax Rate Group	Commercial Taxable Assessment	Non-Commercial Taxable Assessment	Commercial Rate per \$100	Municipal Non-Commercial Tax Rate per \$100	Municipal Commercial Tax Revenue	Non-Commercial Tax Revenue	Total Municipal Property Tax Revenue
Serviced Area	\$5,288,400	\$ 16,305,900	0.866	0.166	\$45,798	\$27,068	\$72,865
Unserviced Area	\$5,214,900	\$ 56,633,000	0.866	0.166	\$45,161	\$94,011	\$139,172
<b>TOTALS</b>	<b>\$10,503,000</b>	<b>\$72,938,900</b>			<b>\$90,958</b>	<b>\$121,079</b>	<b>\$212,037</b>

Finance Chair Hooper noted that expenses to the hall includes an annual donation of \$1500 plus the transfer of donations. Legal fees in 2021-22 will allow for a legal review of the new development bylaws.

Questions from the floor:

The amalgamation budget of \$500 was questioned, as a resident felt that amalgamations were not successful or desired. After the new Municipal Government Act was introduced several years ago the municipality held several meetings with the municipalities involved in the Communities 13 area. It is more likely funds would be used for costs involved in sharing services with another municipality as the municipality is currently not considering any amalgamations.

It was asked if the hall has approved the installation of an elevator. The board of directors of the Milton Community Hall has given the municipality approval to seek funding for the project and has reserved final approval of the project. A resident felt it may not be prudent to spend money on an elevator during the pandemic. It was noted that it would be of benefit to the hall and especially to the seniors using the hall. The planned addition would also include municipal office space for the development office and shower facilities for the EMO warming station. It is intended this project could be completed without capital costs to the hall.

The bicycle fix-it station and bench should be installed in the spring at the Confederation Trail off the North York River Road. There are two Level 2 Electric Vehicle Chargers being installed in the lower parking lot at the Milton Community Hall. About an hour of charging time will allow a car to drive 40-50 km.

It was asked if the municipality has an area in mind for the purchase of land. The land base around the Milton Community Hall where the municipal office is located is quite small. If land in the nearby area could be obtained, the municipality could consider seniors housing or a small service centre for residents. The land is not intended for a solar farm. It was suggested the former landfill site might be an appropriate site for a solar farm.

A resident inquired who would pay if a well went dry in the municipality. The municipality has recently been in communication with the Province regarding that issue. The City refused to take any responsibility for any dry wells which might occur after the wellfield was constructed. The negotiations with the City regarding the water issues and the wellfield were lengthy, intense and always involved legal advice. The Province has recently indicated it would likely see that any dry wells due to the wellfield would be looked after. The municipality may have other options that they do not want to disclose publicly at this time. Water is a provincial resource and cannot be regulated by a municipality. Another resident noted minutes from meetings in 2019 mentioned projects monitoring the water in Coles Creek, and asked if the municipality receives reports. Councillor Cosh MacKenzie, who is the Council liaison with the Cornwall and Area Watershed Group noted that Dr. Michael van den Heuvel of UPEI is involved with the study and spoke at the CAWG annual meeting at their annual meeting last spring. Dr. van den Heuvel noted that the wellfield draw appears to be affecting the stream and salmon but is not a significant detriment to brook trout. The Winter River has been significantly negatively affected by the city's wellfield. It was noted that any new resident who may move to Miltonvale Park will require water.

The current agreement with the City allows them to draw 1050 gallons/minute, with 50 of those gallons allotted for the residents in the Sleepy Hollow area of Miltonvale Park.

A resident requested to see correspondence between the Municipality and the Province regarding water limits, and believed that FOIPP, and the fact the Council works for the residents entitled her to see the pertinent emails. Municipalities do not fall under the FOIPP legislation; and the Municipal Office will check applicable legislation regarding the emails received. The Mayor indicated there would not be an issue in sharing the emails that were written on behalf of Council.

A landowner asked about the Official Plan Review process. Mayor Parker noted that Council does review the Plan every five years and the first public information sessions on the review were held on February 17, 2021. Council is not expecting significant changes, as the Municipality is still constrained by the Special Planning Area, which severely limits the ability of landowners to subdivide properties. Municipal regulations cannot be less stringent than Provincial regulations. Unserviced properties in the Agricultural (A1) zone are required to be a minimum size of one acre. The Mayor reminded the residents of the progress in the last decade, when water was extended to the Sleepy Hollow area and the lagoons at the Provincial Correctional Facilities and at Meadowvale Park were decommissioned. The landowner noted that many people want to move to the country. He shared that he owns three properties in Miltonvale Park, and that he believes taxes in the municipality are not very high. The small municipality where he lives is in the process of becoming unincorporated. Mayor Parker noted that Miltonvale Park incorporated in 1974 and has a vision to remain agricultural and rural, and staff work very hard for the municipality. He also reminded everyone to complete the Community Survey for the Official Plan Review.

There being no further questions, Mayor Parker adjourned the meeting at 8:23 p.m.

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Mayor

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CAO

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Date approved