

Rural Municipality of Miltonvale Park Council

MINUTES

Milton Community Hall

7:30 p.m. November 16, 2022

Present: Mayor Hal Parker, Councillors Tamsyn Cosh-MacKenzie (via Zoom), Phil Hooper, Paul Poole, Andrew Frizzell, Spencer MacDonald and CAO Shari MacDonald

Guests: Rose Ramsey, Jamie Taylor

1. **CALL TO ORDER**

Mayor Parker called the meeting to order at 7:30 p.m., welcomed the new incoming Councillors, and extended congratulations to those elected to take office on December 7. He expressed appreciation to Councillors Hooper and Cosh-MacKenzie for their years of service and noted that they would be greatly missed.

2. **DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

3. **APPROVAL OF AGENDA**

Motion 2022:86– Moved by Councillor Spencer MacDonald, seconded by Councillor Andrew Frizzell that **the agenda be approved as circulated**. Motion carried, 5-0.

4. **PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS**

There were no presentations scheduled.

5. **ADOPTION OF MINUTES**

Motion 2022:87 – Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Phil Hooper that **the minutes of the October 19, Council meeting be approved as circulated**. Motion carried, 5-0.

6. **BUSINESS ARISING FROM THE MINUTES**

- i. **Hall Elevator and addition** – The tender closed on November 8, as the election on November 7 made that day impractical for a closing date. There was one bid received for \$1,068,100 + HST. Funds available for the project total \$537, 932. (200,000 CCBF, \$100,000 Enabling Accessibility and ACOA 237,932). Much of the Milton Community Hall's New Horizons for Seniors grant of \$25,000 has been spent on architectural and engineering fees. There has been no provincial money received, but the shortfall is significant. Several options were discussed. There may be other grants available. It may be cheaper if tendered in the spring, or if modifications are made to the design; however, the grants were received with the understanding it would be for an accessible washroom and shower and a two-stop elevator. There may be more federal funding available, <https://www.infrastructure.gc.ca/gicb-bcvi/index-eng.html>, or the project may be able to be completed in stages. It is a costly addition to an older building.

- ii. **Speed Sentry** -The office has not heard back from Jeff Sampson from province regarding the installation of the speed sign. Mr. Sampson did confirm that both addresses with children on the New Glasgow Road had ample sight distance and were not eligible for a school bus stopping sign.
- iii. **EV charger** for park. No application has been made for the EV Charger, as an estimate has not yet been received from the electrician.
- iv. **Election** –Reports and information about the election were provided on the [website](#). There were eight candidates for the six Council position, with Mayor Hal Parker being acclaimed. There were 155 voters (40 advance +105 election day) for a voter turnout of 17.9%. This was a decrease from 2018 when there were ten candidates and voter turnout of 21.55%. There was an error in the original reporting of the votes, as the advance poll ballots were also included in one of polls in the report on election day, so were counted twice. The Municipal Electoral Officer and Deputy MEO recounted the ballots on November 8. The recount resulted in a tie for the sixth Council position between Leo Doucette and Denise MacDonald-Vail with 80 votes. The tie was broken by drawing a ballot, after the candidates confirmed they would not request a judicial recount. Although candidates are responsible for making themselves known to the residents, many do not campaign actively, although several posted on Facebook. In the interest of having an informed electorate, it was suggested that the municipality offer candidates equal space to share information about themselves and a photo to be posted on the municipal website.

Election staff costs totalled \$1839.56, not including the wages for the Deputy MEO, or MEO who are staff members. Councillors are Spencer MacDonald, Andrew Frizzell, Paul Poole, Jamie Taylor, Rose Ramsay and Leo Doucette. Disclosure of expenses and donations forms are required from all candidates, and Council Member Disclosure Statements are also due for the new Council. The deadline to request a judicial review is November 16, 2022 and the deadline for the Judicial review/Declaration Day is November 21, 2022. All elected council members should attend training scheduled by Municipal Affairs: The nearest sessions are Thursday, Nov. 17 at the Old School in Victoria, Tuesday, Nov. 22, at the Brackley Commons and Monday, Nov. 28 at the Riverview Community Centre, Clyde River, all at 6:30. Each council member is expected to attend an orientation session, and should contact Municipal Affairs at 902-620-3558, if this is not possible. Other resources for council orientation include the [Municipal Government Act - MGA and Regulations](#), [Council Training \(Videos, etc.\)](#), and the [Local Governance Handbook](#).

- v. Councillor Poole and incoming Councillor Jamie Taylor attended the Holland College/FPEIM training program, which was over 15 hours, and very valuable.

1. READING OF CORRESPONDENCE

- i. **Platinum Jubilee Medal** - Nominations will be accepted until November 20th, 2022 for people who make PEI a better place through a significant contribution, e.g. local volunteers, reconciliation, diversity and inclusion promotion, Acadian and Francophone community; service in the Canadian Armed Forces, RCMP, and emergency services; or preservation of the environment. Recipients must live in or have a link to PEI, and have

been alive on February 6, 2022. More information is online at princeedwardisland.ca/jubileemedal.

- ii. **FPEIM Newsletter** – October 2022. Unofficial election results were included along with information about upcoming Council orientation sessions. FPEIM recently met with the Minister of Communities. The newsletter also included information on grants and programs, municipal changes and upcoming events.
- iii. **Celebrate Canada Funding** - The deadline is November 21, 2022, at 11:59 (Pacific time).
- iv. **Regular emails, magazines, and updates** were received from ParticipACTION, Water Canada, Turf & Rec, SAB Magazine, Municipal Info Network News, and FCM.
- v. The **Municipal Strategic Component (MSC)** application deadline is January 20th, 2023.
- vi. **FCM Voice** (Nov. 14) included information about tools for municipal operations and maintenance, the launch of the Rapid Housing Initiative Round 3, and a COP27 update.
- vii. Peter Kimpton, from **GrantMatch** contacted the municipality about the \$3 million Green and Inclusive Community Building Fund to build more community buildings and retrofit and repair existing buildings. www.grantmatch.com
- viii. The **PEI Housing Corporation** is exploring additional opportunities for housing development and is interested in partnerships with municipalities. They are looking to acquire land for modular homes that could include land suitable for a small single-family lot or a larger area. If a municipality has land to sell to the PEI Housing Corporation, the contact is Cody Clinton at ceclinton@gov.pe.ca.
- ix. **Recreation PEI** is hosting training for leaders of seniors' recreation programming to raise awareness and prevent falls and falls-related injuries in older adults. **Bone Health 101** - This webinar from Osteoporosis Canada will discuss osteoporosis, protecting your bones, and the impact of nutrition and physical activity, on November 15, 2022 at 12:30 p.m. A **Falls Prevention Workshop** will initiate effective fall prevention initiatives in communities or facilities. Topics include home and environmental screening for fall hazards, falls prevention exercise programs, and hands-on exercise demonstrations, on November 16, 9:00 a.m.-12:00 p.m. **HIGH FIVE® Principles of Healthy Aging (PHA)** on November 17, from 9 a.m.–5 p.m., provides insights into the unique needs of older adults in recreation or leisure activities. Topics include program planning, the importance of physical literacy and social connectedness in improved quality of life. Each workshop costs \$55+hst and is at the Royalty Centre. Register at projects@recreationpei.ca.
- x. **Geolinc** is moving to a 30-day subscription base (\$18) model, rather than pay-per-click, as of November 1. Municipalities can request a refund of any balance in their account.
- xi. **Stats Canada** shared more [findings from the 2021 Census](#) specifically data insights on citizenship and immigration; ethnocultural and religious composition of the population; and mobility and migration of Canadians.
- xii. The **Federation of Canadian Municipalities** (FCM) announced the 2023 [Sustainable Communities Conference \(SCC\)](#), February 7-10, 2023 in Ottawa and online. Early-bird [registration](#) is open until December 16. FCM's annual conference and trade show takes place in Toronto in May.
- xiii. [Inclusifyy](#), a Canadian organization, is offering a two-part workshop on equity, diversity, and inclusion (EDI), and anti-racism training designed specifically for council and

municipal leaders, in two separate cohorts: Cohort 1 on December 6 and 8, 2022; 12:30-3:30 (EST) and Cohort 2 on January 17 and 19, 2023; 12:30-3:30 (EST) The registration deadline is November 25, 2022 and the cost is \$250 person.

8. REPORTS FROM STANDING AND AD HOC COMMITTEES

i. Environment and Community Living

a. **Watershed Update** -Cornwall and Area Watershed Group (CAWG) -Councillor Cosh-MacKenzie reported that CAWG's annual meeting would be Thursday November 17, 2022 at 6 p.m. at the Cornwall Town Hall. Guest speakers are Xander Wang, UPEI, Canadian Centre for Climate Change and Adaptation (*Flood Predictions, monitoring results from Hurricane Fiona*) and Megan Moynagh, PEI Federation of Agriculture, (*Farm Climate Action Fund OFCAF*). Council will need to choose a new liaison person for CAWG. There was a brief online meeting November 9, 2022. CAWG's Beaver Management Plan will deal with beavers on a case-by-case basis, and remove them only if they were causing problems.

b. **Projects**

- i. **23-24 New Horizons for Seniors** – An application was made, requesting \$13,125 for "PEI -Through the Years" which includes five Lunch and Learns (Island historians and storytellers - David Weale, Dutch Thompson, Alan Buchanan -to share PEI stories from the "olden days"), a recent Chinese Immigrant, and a representative from the Immigrant and Refugee Services Association, to share how Islanders can be more welcoming to newcomers. Two bus tours (Lennox Island Mi'kmaq Cultural Centre and Green Park Shipbuilding Museum and another to Roma Historic Village and Basin Head Fisheries Museum) to learn about the past, and important industries on PEI. Eight food presentations with home economist Margaret Prouse on Early Foods of PEI, and highlighting these cultures: Scottish, Irish, Acadian, Lebanese, Dutch, Chinese, and East Indian. The following activities would also be held: basket weaving workshop, how to play cricket, mindfulness with the Buddhist Nuns, two speakers on Indigenous topics - Reconciliation and Residential Schools, four sessions of dance classes (Square dance or Irish or English Country Dance), two walks on heritage roads of PEI, and a concert celebrating Black culture on PEI, and purchasing culturally sensitive books for three book club meetings.
- ii. **22-23 New Horizons for Seniors – Year of Canada** -The Lobster fishing presentation scheduled for November 2 was cancelled again due to no registrations. The Sourdough/Yukon cooking presentation was held November 3. The remaining food presentations are planned for the following dates: Nova Scotia (Dec. 1), Saskatchewan (Jan. 11), Foods from the North (Feb. 9) and Quebec (March 8). The Christmas wreath workshop is scheduled for December 7, 2022.

Activities still to be planned include a greenhouse gardening presentation, snow shoeing, Drive Alive 55 Classes, a Newfoundland kitchen party, tour of potato farm, three book club meetings, a Quebec Major Jr Hockey Game, a presentation on farming pulses, and an art party.

- iii. **PEI Seniors Secretariat Funding 2022-23 –Senior ABC's: Art, Bus Trip & Cons**-Activities still to be arranged are an Art Party, and a lunch and learn on Financial Safety.
 - iv. **Active Transportation Plan** –Nadine Lowes from the Glenn Group visited the community for a tour and public meeting on Thursday, November 3. She is still accepting feedback for the Active Transportation Plan. Councillor were asked to forward any comments and to review the maps.
- c. **Activities** –Yoga on Tuesday – 8:30 mat and 10 am chair classes started in September. (\$6 residents, \$7 non-residents) . A free class for residents was promoted in a leaflet in all newsletters except those delivered to Meadowvale Park. Monday and Friday exercise continues until mid Dec. Line Dancing – two (10-session) Monday classes started September 12 and a 4-week Friday beginner class begins again November 18.
- d. **Park**
 - i. **Vandalism** – There has been no further vandalism. Unfortunately, the video footage from the cameras is only available for 21 days, so was not available when the CAO had time to review it.
 - ii. **Trail** – There are several trees on the trail at the park, and some chainsaw work is required after Fiona. Brad Coles was planning to visit the park on November 15 to winterize it and see if other repairs were needed.
 - iii. **Playground Inspection** – There has been no progress on adding protective surfacing area around the two rocking toys, swing set #2 and swing set #3. The bolt on swing set #1 needs tightening and the bolts along the top bar of Swing sets #2 & #3 need to be reversed. This will likely be completed in the spring. The accessible swings were removed before the hurricane.
 - iv. **Cricket, Ballfield and Tennis courts** -The tennis court wind screens were removed before hurricane Fiona.
 - v. **Winterizing** –Brad Coles was asked on November 7 to winterize the park.
- e. **Community Pasture** –The CAO still needs to prepare a lease for Earl Hambly to sign with the municipality for the pasture land.
- f. **Community signs** –The Springvale Welcome sign will be replaced, rather than repaired.
- g. **APM Centre** –The CAO and community representative Sheila Curtis attended the Communities 13 annual meeting. The facility has some significant repairs and capital items needed in the near future and the non-profit board plans to ask for an increase in the municipal capital contribution, which has not changed in eleven years.
- h. **Biciborne** –Fred Smith looked at the bicycle pump and suggested the municipality buy an inexpensive bike pump and chain it to the Biciborne. Joy MacIntyre will take it to Floyd Newman to tinker with it. It was recommended that it be returned to the supplier.
- i. **Japanese Knotweed** –Information on this invasive species was included on a flyer inserted in the newsletter delivered to parts of the municipality except Meadowvale Park.

j. **Halloween** – Councillor Cosh-MacKenzie, Pat Cosh, Joy MacIntyre and the CAO distributed 44 Halloween treat bags on Saturday, October 29. The feedback was that the treat bags were “excellent!” and that the jokes were a nice addition to the afternoon.

ii **Emergency Measures**

- a. **Fiona Response** –The CAO will book a maintenance call, and arrange for regular maintenance on the generator and the office will purchase EMO supplies.
- b. **PEI Disaster Financial Assistance Program Guide for Municipalities** - The required initial letter was submitted to the province before the deadline, and included a cost estimate of \$15,253.19. This includes staff overtime, hall rent, food, remediation at the park (trees, shed, flower box). A requirement of the program is to have a denial letter from the insurers, so they will be contacted.
- c. **Radios** – Hi Tech Communications sent a PATH study for an 80 ft C3 Antenna tower that could be constructed at the North River Fire Department site.

iii **Personnel Committee** – Joy MacIntyre has started a position through SkillsPEI to assist the CAO.

iv **Finance/Payment of Accounts**

- a. **Remittance** –The remittances were paid for October 2022.
- b. **Reports and Payment of Accounts** – Finance Chair Phil Hooper reviewed the circulated financial statements. There is currently \$619,000 in the bank, and current assets of \$655,000, with \$253,000 of that assigned to specific projects. Revenue to the end of October was \$243,922, with expenses to then, approximately \$216,000. There were expenses related to Hurricane Fiona in October. Financially the municipality is in good shape.

Motion 2022:88 -Moved by Councillor Phil Hooper, seconded by Councillor Paul Poole that **the financial statement for October 2022 be approved.** Motion carried, 5-0.

9. **REPORT FROM CAO** – The COA reissued the tendered and addendums for the Elevator project, attended one evening election training session, coordinated the newsletter distribution, promoted and organized the election, and took Nadine Lowes on a tour of the municipality before the Active Transportation meeting, Other activities which need to be completed include inviting Minister Fox to a meeting, EMO purchases and gathering information about the communications tower, pasture lease, the New Horizons for Seniors application and continuing to organize the current seniors projects, the application for Canada Day funding, the Park playground improvements, invoice the baseball team, the EV project application, and send more information to the lawyer regarding the planning issue on the Lower Malpeque Road. The CAO will be out of the province on November 21, 2022.

10. RECOMMENDATIONS FROM THE PLANNING BOARD

As there was no Planning Board meeting, Development Officer Mirko Terrazas provided the following update:

a. Permits Issued since last meeting

- i. Permit **2022-23** was issued on 24/10/2022 to PID 547570 at Loyalist Road to install a ground mounted solar panel (Application MP-1184)
- ii. Permit **2022-04** was issued on 26/10/2022 to PID 281485 at 7 New Glasgow Road-Rte. 224 to make an addition to the Milton Community Hall. (Application MP-1164)
- iii. Application **MP-1183** - Preliminary approval was issued to subdivide one lot from PID 281634.

b. Appeals

- i. Application **MP-1180** for PID 700443 to sell cars was denied and was appealed to IRAC. The lawyer prepared a brief response on behalf of the municipality for review, before submission to IRAC by November 17.
- ii. No decision has been received from IRAC regarding the solar panels installed on the Loyalist Road.

c. **Enforcement** - A letter was sent to property owner PID 625210 on Miller Dr, Milton Station due to reported plans to demolish a barn without a permit. The CAO will forward more information to the lawyer regarding a property which has been placing fill without a permit.

d. **Planning Decisions** -There will be a virtual training session on the province's new Planning Decisions website on Monday, November 28th at 9:30 a.m. before it is activated on December 13, 2022.

e. **Applications in progress** - In most instances, the Development Officer is waiting for further information to process the following:

- i. Application #MP 1188 -**PID 283630** - to subdivide a residential lot
- ii. Application #MP-1192- Lot revision to increase PID **869669**, with lands from the surrounding property, PID 281951
- iii. Application #MP-1189- to construct a house, install a solar panel array and windmill at Springvale PID **281279**.
- iv. Application #MP-1187- to construct a house on the South Winsloe Road on the parcel **281634**.
- v. Application #MP-1190- to construct a house at **Lot -1** from PID **528307**.
- vi. Application #MP-1185- to construct 23 new single unit dwellings at PID **444232**.
- vii. Application #MP-1186- to construct a new single detached dwelling at PID **690974**.
- viii. PID **901769** – for a single unit dwelling and private garage.
- ix. PID **283739** -Final approval for the next two phases of subdivision
- x. PID **700443** - Rezone from Agricultural (A1) to Commercial (C1)

- xi. Application #MP-1180 -PID **281667** -Subdivide a lot
- xii. PID **283473**–Incomplete application received for small accessory buildings that may not require a permit.

11. INQUIRIES BY MEMBERS OF COUNCIL

- a. **Hiddenview Drive** - Councillor Poole had been approached by residents of Hiddenview Drive who were concerned that the overgrown ditches were not visible. The CAO will bring this to the attention of the Province. It was also noted that in vacant lots where trees have come down there is the risk of fire as the trees become dry.

12. OTHER

- a. **Council iPads** -As approved in June, 2022 (Motion 2022:44), Councillors can purchase their iPads for 25% of the original purchase price, if they have completed at least 75% of the Council term. The cost to councillors who are not returning would be \$144.20. Councillor Hooper intends to return his iPad but it is believed Councillors Rhynes and Cosh-MacKenzie intend to purchase theirs.
- b. **Council Appreciation Event** - It was suggested that Council Appreciation take place after Christmas.
- c. **New Council** -Incoming Councillors were given the opportunity to ask any questions. In a preliminary discussion, it was thought that Council meetings would continue on the 3rd Wednesday of the month, although the time would move to 7:00 p.m. It was suggested that the Finance Committee structure be altered to include a resident, to permit Phil Hooper to remain part of that committee. The incoming Council should complete their Oaths of Office at the Council Office with the CAO between December 1-6, prior to taking office on December 7. Council Disclosure Statements should be filed in November by the new Councillors, and a statement of expenses and donations for candidates is due by January 7, 2022.
- d. **Thank you** – Mayor Parker once again expressed appreciation and his thanks to retiring Council members, Phil Hooper and Tamsyn Cosh-MacKenzie for their significant contributions over their terms.

13. INTRODUCTION AND READING OF BYLAWS

There were no Bylaws to be read.

14. ADJOURNMENT

Motion 2022:89- Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Philip Hooper that **the meeting be adjourned**, and Mayor Parker declared it so at 8:36 p.m.

Mayor Hal Parker

CAO Shari MacDonald

December 19, 2022

Date Approved