

Rural Municipality of Miltonvale Park Council

MINUTES

Milton Community Hall

7:30 p.m. September 21, 2022

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

Guests: Michelle Walsh, Tracey McLean, Rita Jackson and James Rodd

1. CALL TO ORDER

Mayor Parker called the meeting to order at 7:30 p.m. and Council, staff and guests introduced themselves.

2. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

3. APPROVAL OF AGENDA

Motion 2022:62– Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Phil Hooper that **the agenda be approved as circulated, with the addition of “Request from the Rural Municipality of Warren Grove” to “Other” Business.** Motion carried, 5-0.

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS

There were no presentations scheduled.

5. ADOPTION OF MINUTES

Motion 2022:63 – Moved by Councillor Paul Poole, seconded by Councillor Tamsyn Cosh-MacKenzie that **the minutes of the July 20, 2022, Council meeting be approved as circulated.** Motion carried, 5-0.

6. BUSINESS ARISING FROM THE MINUTES

- i. **Hall Elevator and addition** – The final design was received and the draft tender document was reviewed by a lawyer who suggested including a scoring component unless price was the only determinant of the successful bidder. Architect Wil Lawrence noted that the project is more complex than he originally thought and that price may be substantially more than his original estimate. The CAO hopes to get the tender posted on September 22, 2022 with a closing date of October 17.
- ii. **Speed Sentry** – It was suggested that the speed sentry sign be located at the top of the hill on the Crabbe Road, towards Dykermans. Kent Dollar will be contacted to see if the municipality could obtain four sign posts. It was also suggested that after the Sleepy Hollow Road has been

widened, that the sign could be moved to a location near 198 Sleepy Hollow Road. The CAO will also find out from the province how far from the roadway the sign should be placed.

iii. **EV charger** The application for funding for an Electric Vehicle charger for the community park has not been made yet, as the office is waiting to receive an estimate from RanMac Electric. Ernie Tracey from Township Chevrolet is planning to schedule a meeting with the CAO regarding electric vehicles. He noted they may have free chargers later.

iv. **Election** –The province has established a website with information about the municipal elections. There are [FAQs for existing Council](#) and resources at <https://peimunicipalelections.ca/>. The timeline of election dates is:

Notice of Nominations Print Ad posted Date:	7-Oct-22
Office must be open by this date	11-Oct-22
Nominations Open	12-Oct-22
Map of boundaries of each polling division	14-Oct-22
Close of Nominations	21-Oct-22
Deadline to correct voter information	25-Oct-22
Print Notice of Election information/List shared	26-Oct-22
Extended Nomination Day close	28-Oct-22
Advanced Poll	5-Nov-22
Election Day	7-Nov-22
Verification of Results	9-Nov-22
Deadline to request recount	12-Nov-22
MEO recount deadline	14-Nov-22
Deadline to request judicial review	16-Nov-22
Deadline Judicial review/Declaration Day	21-Nov-22

Councillors were asked to submit some thoughts about being on Council to be included in the fall newsletter.

v. **Community Catalyst Grant** – Council applied for funding to establish a slow cooker library with a series of classes to prepare freezer meals. Unfortunately, the proposal was not funded. The Milton Community Hall was funded through *Island Community Food Security Initiative* to host six community meals.

vi. **Allowances and Commissions Committee** – Residents Denise MacDonald-Vail, Ernie Coles, and John Potter met and recommended that Council and committee mileage and meal rates be tied to the CRA rates for PEI for each year, which are established annually in January. The rate for remuneration would move to \$75 per meeting for the Mayor, \$65 for the Deputy Mayor, Finance Chair and Planning Board Chair, and \$60 for Councillors and other committee members. Bylaw 2022:03, the *Bylaw to Regulate Remuneration of Council and Appointees*, has been updated and will have its first reading at this meeting.

7. READING OF CORRESPONDENCE

- i. **Regular emails and/magazines** and updates were received from ParticipACTION, Water Canada, Turf & Rec, SAB Magazine, Municipal Info Network News, and the Federation of Canadian Municipalities (FCM).
- ii. Councillor Lindsey Rhynes has **resigned** from Council and Planning Board, effective Aug 31 as she no longer meets eligibility requirements.
- iii. **FPEIM Newsletter** –The September 2022 electronic newsletter from the Federation of PEI Municipalities included information on [protecting habitat](#), drop boxes and harm reduction services, the FPEIM President's participation in the Atlantic Mayors' Congress, deadlines for financial submissions to the Province, FCM's climate adaptation recommendations, Municipal Campaign Schools, Campaign Communications course, Collaboration on women and gender equity work, and information on grants and programs
- iv. **Youth-On-Board** - The [Youth-on-Board](#) project provides high school students with opportunities to get involved in local governments and rural community organizations across PEI.

Motion 2022:64– Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald that **the Rural Municipality of Miltonvale Park apply to mentor a student through the Youth on Board Program**. Motion carried, 5-0.

- v. **Gender, Equity, Diversity, Inclusion and Community Enhancement Program** -The provincial government's [Gender, Equity, Diversity, Inclusion, and Community Enhancement Program](#) supports projects or initiatives that directly contribute to making PEI a more inclusive province, improve cultural inclusion, population retention, anti-racism initiatives, gender-based support, and enhancement. The deadline to apply is 4 p.m., October 3.
- vi. Residents of PEI are invited to submit their perspectives on [proposed changes](#) to the **code of conduct bylaws** regulations for the *Municipal Government Act* (MGA) regulations. [Changes](#) include code of conduct training requirements for councillors, a complaint process, an investigation process, a framework for sanctions; and a bylaw review period.
- vii. **Zero Emission Vehicle Infrastructure Program** has information on funding programs on its [website](#).
- viii. **PEI Community Navigators** – [PEI Neighbour Week](#) will be celebrated from September 19-24. The North Milton WI was informed, in case they could host an event. PEI Community Navigators also support new residents with **settlement services**.

- ix. **Age-friendly PEI**, is hosting a free workshop [Making Meds Safer for Older Adults](#) on Wednesday., Nov. 2 from 10-3 in Summerside There will be a French segment and literature.
- x. IRAC notified the municipality that the Rural Municipality of Hampshire is **applying to dissolve**.
- xi. The **CCBF fund** requires an infrastructure outcomes survey for three “gas tax” projects be completed by Wednesday, Sept. 28.
- xii. The **Municipal Strategic Component (MSC)** application deadline is January 20th, 2023. This intake will also replace the 2023 spring intake. The 5-year allocation of CCBF funding is near the end, so funds are limited.
- xiii. **New Horizons for Seniors Program** is holding virtual information sessions for their upcoming grant period from September 21- November 1. The CAO registered for a session on September 27.
- xiv. **fasdNL- FASD (Fetal Alcohol Spectrum Disorders)** is the leading cause of developmental disability in Canada impacting about 1.4 million Canadians. fasdNL works to educate, network, and share resources across Newfoundland and Labrador and are leading a multi-year FASD project in Atlantic. They asked Council to **proclaim the month of September, 2022 to be FASD Awareness Month**. More information is available from the Council office.
- xv. The next deadline for **Capital Investment Plan (CIP)** applications for the **Canada Community Building Fund (CCBF)** is **October 28th, 2022**. The Project Review Committee only meets twice annually to approve applications. Council has \$2861.27 it could reallocate from uncommitted funds and projects that were completed under budget.
- xvi. The **Municipal Affairs Newsletter** was received on September 9. New information was included about a Bylaw 101 training session, the September 2022 to do list; new planning deadline; 2022 general municipal elections; a campaign school; [Training for CAOs and Council](#); upcoming events; and emergency management online training.
- xvii. **PEI Municipal Climate Action Workshop** -The CAO and Development Officer are registered for the September 21st session on land use planning for climate adaptation with Hope Parnham. Net Zero Atlantic will also present on how energy system modelling can be used by municipalities to participate in provincial and regional energy system planning. There will not be office hours on Wednesday, September 21, 2022.
- xviii. Stewart McKelvey is hosting a **Labour and Employment Webinar** on September 15, 2022.
- xx. The **Breaking Barriers Together Association** invited Council to a virtual meeting on September 14. BBTA are former employees of the RCMP who have formed a not-for-profit to lobby Canadians

- to push for large-scale change in the operation and structure of our national police force and military.
- xxi. **Municipal election official training** is being offered by Municipal Affairs, with a session scheduled for 2:00 p.m. Wednesday September 28th in Miltonvale Park. Additional training will be held on October 25, 26 and 27 for municipalities actually going to the polls. There is an online Elections 101 – Part 1 Pre-Election Day course available now and Part 2 – Election Day will be available soon. Email municipalaffairs@gov.pe.ca to register.
 - xxii. FPEIM forwarded information from the **Provincial Planning Department** who are revamping the PEI Planning Decisions website and also shared recent updates and changes to the Special Planning Area regulations.
 - xxiii. **Recreation PEI** is looking for people working in the recreation sector to participate in an **interview** with students from Holland College on-all aspects of the sector. The CAO agreed to be interviewed.
 - xxiv. An **invitation from ACOA** was received for the September 6th announcement of the recent funding for the elevator addition to the Milton Community Hall. The CAO attended the event at the Winsloe Lions Hall.
 - xxv. The [August Navigator News](#) and [July Navigator News](#) were received from the Community Navigator.
 - xxvi. Lori Mayne, the new communications and member services officer at FPEIM, forwarded information from the PEI Department of Health and Wellness regarding **harm reduction services** available across PEI. The Province is also offering municipalities community drop boxes. Shawn Martin, Harm Reduction Coordinator, is the contact at sxmartin@gov.pe.ca or (902) 218-1692.
 - xxvii. **Statistics Canada** The fourth release of findings from the 2021 Census is available at www.statcan.gc.ca/census and includes data insights on **Canada's linguistic diversity** and the **use of English and French**. The next release is September 21, 2022, and includes data on **First Nations people, Inuit and Métis** in Canada; and the **housing** portrait.
 - xxviii. Community Climate Advisor - Danelle Finney, with FPEIM and the Clean Foundation will create a **Climate Action Plan** dedicated to two PEI municipalities. They will help identify, prioritize and address barriers to climate action. The project includes a needs assessment, researching and setting priorities and conducting workshops and virtual training sessions. The project will be completed by July 31st, 2023. The CAO completed the initial survey.
 - xxix. The Federal, Provincial and Territorial (FPT) Ministers Responsible for Seniors Forum has launched a **consultation on**

- ageism** to better understand and address the negative impacts of ageism towards older adults in Canada. The questionnaire can be completed on their [website](#) by September 30, 2022.
- xxx. The **FPEIM August Newsletter** included information on recognition for the FPEIM President, roles for PEI municipal leaders on the FCM board, the launching of the New Green Municipal Fund website, a municipal climate action workshop, a climate change resource offering EDI introduction, a network providing net-zero building code expertise, an online public transit funding consultation, Municipal Campaign Schools, grants and programs and upcoming events.
 - xxxii. The **Municipal Affairs August Newsletter** shared information on the Resort Municipality Election Results, Bylaw 101 training sessions, an August 2022 to do list, information on the 2022 General Municipal Elections, training for CAOs and Council, emergency management online training and upcoming events.
 - xxxiii. **FPEIM** is looking for municipalities interested in **hosting** the 2022 FPEIM semi-annual meeting on January 14, 2023 (due to municipal elections in November 2022), and the 2023 FPEIM annual meeting on April 24, 2023.
 - xxxiv. **Outdoor ice rink** sale (Aug 3) -Kangaroo advertised a sale price of \$75,000 (Regular price - \$98,999) for a 120'x 60' rink for pick post installation, including 6' meshing on ends and corners, 2 player boxes and 1 machine door. Additional options are available at an additional cost.
 - xxxv. The province notified the municipality of changes coming to their Tender Posting notice at <https://www.princeedwardisland.ca/en/tenders>
 - xxxvi. **Richard WOOD: Through the Years** invited the Mayor and Council, and guests to be their guests at the opening show on August 3rd at the Florence Simmons Performance Hall.

8. REPORTS FROM STANDING AND AD HOC COMMITTEES

i. Environment and Community Living

a. Watershed Update – Councillor Cosh-MacKenzie reported on recent Cornwall and Area Watershed Group activities. CAWG had been requested by UPEI to remove the beavers in Coles Brook, and did catch three. They will assess beaver removal on a case-by-case basis. The municipality received a [Jump drive](#) from CAWG with resource information for promotion and use in social media. CAWG met September 14 and discussed wellfield protection in Cornwall. Congratulations are extended to CAWG Executive Director Karalee McAskill on the recent birth of her baby boy.

b. **Projects**

- i. **2023-24 New Horizons for Seniors** – Applications are open from September 21 until November 1 for activities for next year. Suggestions received from residents included a bus trip to Lennox Island, North Cape, Green Park, Stomping Tom Centre and basket making; a river cruise in Montague, trip to wineries, and the Moonshine distillery, Belfast Mini Mills, Roma, Cabot Park, learning about how the life of a nun has changed from the UPEI Chaplain, learning about the parks in Charlottetown. A project could be organized around a year of history and culture – focusing on PEI’s Indigenous people, settlers, immigration, newcomers and related food sessions.
- ii. **2022-23 New Horizons for Seniors** – An update was provided on the Year of Canada activities. The following activities have been held: Easter Egg decorating, bingo, How to Care for Trees seminar, tour of CMP, a presentation on banking - frauds and scams, four line dancing classes, a presentation on using less energy, a book club meeting, rock painting, rock climbing, cod jigging excursion, and cooking presentations on perogies, fruit, cod, beef; and Chinese food.

Activities that are planned include a lobster fishing presentation on October 6; cooking presentations on potatoes (September 22), Acadian food (October 5); sourdough (Nov. 3), Nova Scotia food, (Dec 1), Saskatchewan (Jan 11), Foods from the North (Feb 9) and Quebec (March 8), and a presentation from the Seniors Navigator on September 27. A real estate presentation was recently cancelled due to low registration.

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

- iii. **PEI Seniors Secretariat Funding 2022-23 –Senior ABC's: Art, Bus Trip & Cons-** The municipality applied for \$2407.50 for a tour to Glenaladale House, and the Cardigan Museum, an Art Party, and a lunch and learn on Financial Safety, and received \$1926. The bus tour took place on September 1 with 26 people enjoying a great day. Ken Williams wrote a poem to commemorate the trip. The \$432.14 from last year’s grant could also be used for the project.

ii. **Transportation**

- a. **Active Transportation Fund** –A [proposal](#) was received from Glenn Group to create an Active Transportation Plan for Miltonvale Park.

Motion 2022:65– Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Phil Hooper **to accept the Proposal from Glenn Group, in association with Englobe, to create an Active Transportation Plan for Miltonvale Park for a cost of \$11,990+HST**. Motion carried, 5-0.

- b. **Transportation concerns** from residents were forwarded to the Province. Dump trucks meeting on the Crabbe Rd forced a walker into ditch. He also feels the bridge can not support trucks and that they should be restricted on the road. A resident on Miller Drive wanted scrub brush trimmed on the turning circle at the end of the road.
 - c. **School Bus Sign on New Glasgow Road** – A parent on the New Glasgow Road asked if a school bus sign could be installed near their gate. The province replied that they generally base school bus warning signs on Safe Stopping Sight Distance. And noted “Typically, it is set for something in the road at the height of a car bumper. For this road, SSD of 140 meters is required and it exceeds this measurement at the civic address in question. With the school bus being much higher than a bumper, vehicles have a better view of what is stopped and have ample time to make a decision to slow down.” The province determined their address did not meet the criteria for a sign.
 - d. **Limousine** – There was a complaint from resident regarding a limousine parked on Royalty Road near the stop sign. The owner was contacted; however, he does not feel it is a problem. Transportation was also contacted, but they misunderstood the location. The Development Officer will continue to follow up.
- iii. **ParticipACTION Community Better Challenge** -Miltonvale Park finished in top four for PEI, and the City of Summerside was the provincial winner.
- c. **Activities** –Yoga classes resumed on Tuesdays, beginning on September 13. Mat classes take place at 8:30 a.m. and chair yoga is at 10 a.m. The cost is \$6 residents, and \$7 non-residents. The instructor fee is now \$50/class. Council is willing to offer one free yoga class per resident to entice residents to try the yoga. Monday and Friday exercise classes are planning to start Oct 3. Two ten-week sessions of Monday line dancing started on September 12 and a four-week Friday beginner class of 24 with six on the waiting list also began that week.
- d. **Park**
- i. **Garbage**

Motion 2022:66– Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Spender MacDonald **that Joanie MacKinnon be paid \$450, as requested**

for garbage pick up at the Miltonvale Community Park this season. Motion carried, 5-0.

- ii. **Volunteer** – Resident Ruth Awuja volunteered at the park, and was very helpful until she moved in mid -July. She was not eligible for the community service bursary or to be hired.

Motion 2022:67– Moved by Councillor Tamsyn Cosh-MacKenzie, seconded by Councillor Paul Poole **to provide a \$100 honorarium to Ruth Awuja for her volunteer work at the park this summer.** Motion carried, 5-0.

iii. Vandalism – The Mayor found burned books at the park on the morning of August 31. The CAO checked the video and saw youth at the park the prior evening around 10 pm. The summer staff identified them as some of the youth involved in the soap vandalism of 2020. One of the parents was contacted and he spoke to his daughter regarding not being at park after dusk and having respect for public property. Council will involve the RCMP if there are further incidents of vandalism.

iv. Trail – Roger Matheson suggested the trail be sprayed with salt water early spring to kill weeds. The mayor had loaned a weed whacker to the park; however, it is no longer working.

v. Playground inspection – A free playground inspection was held through Recreation PEI. They identified that there needs to be additional protective surfacing (e.g. pea gravel) area around the two rocking toys, swing set #2 and swing set #3. There is a bolt that needs to be tightened on swing set #1 (nearest slide) and the bolts need to be reversed along the top bar of swing sets #2 & #3

vi. Cricket, Ballfield and Tennis courts– A drag and used lawnmower were purchased to maintain the ballfield. The pickleball group donated \$1200 to the municipality. The Cricket players had scheduled a tournament for the September 10th weekend but cancelled at the last minute. They have been asked to remove the plywood near the dog park that is no longer needed for the base of the cricket pitch.

e. Community Pasture – The CAO still needs to prepare the lease for Earl Hambly to sign with municipality for the pasture.

f. Community Sign –The Springvale Welcome sign still needs to be fixed, and the CAO will send a reminder.

g. APM Centre – There was no update received.

h. Rink – Resident Arnold MacRae has a 30x70 foot artificial (polymer interlocking) ice surface with a 42-44” sideboards and wire fence netting that he is willing to donate to the municipality. It would require a good base, and possibly a tarp barn or cover over it. There would be costs involved and additional insurance required. The Winsloe Lions Club is planning to build an outdoor rink

like the one at the West Royalty Community Centre at an approximate cost of \$300,000. Council directed the CAO to graciously decline the offer.

i. Biciborne – Bike repair station has a broken bicycle pump. Fred Smith was looking at the pump as MacQueens said they couldn't help.

j. Japanese Knotweed – A resident expressed a concern with the stand of Japanese Knotweed at 677 Rustico Road, and the potential spread to neighbouring properties, as mitigation attempts have stopped after the owners passed away in 2021. The PEI Invasive Species Council and CAWG were notified. Information about Japanese Knotweed can be included in the next newsletter.

k. Halloween – The municipality will hold a Saturday afternoon drive through on October 29th.

l. Insect control –\$630 has been reimbursed from Crabbe Road area residents for mosquito portion to date.

ii Emergency Measures

- a. **Propane** – Kenmac Energy repainted the propane tank but did not believe an additional propane tank was necessary. They have been asked to fill it before the hurricane expected this weekend.
- b. The CAO is still looking at **emergency vests** (yellow multi-sized preferred), magnetic signs for vehicles for ID, and making a check list for different levels of preparation (e.g. – check/order propane, notify public, check on supplies for warming centre)
- c. **Training Courses** -There will be a free Basic Emergency Management (BEM) course held on November 9, 2022 from 8:30 - 16:30 in Charlottetown.
- d. **Vulnerable resident** -The municipality was contacted by a resident in Sleepy Hollow who is on oxygen 24/7, regarding possible power outages. He was given access information to the Milton Community Hall. The CAO contacted the Provincial Correctional Facility (PCF) and the Fire Training School (no generator) to see if they could host the resident, if necessary. The PCF only has generator power in limited areas.
- e. **Radios** – The mayor and CAO met with Paul MacLean from the Canoe Procurement firm on September 17. His firm, Hi Tech Communications looked at the coverage area if the municipality could get permission to put a repeater on Eastlink Tower at the Fire Training School. Coverage would be very good, but Eastlink fees would include \$2,500 for a conditional approval letter (CAL) and an engineering package (tower audit, structural analysis & install drawings), that would cost approximately \$10,000 would also be required. Hi Tech believes these costs are high and the Municipality

could investigate installing their own tower, at a cost of \$12-20,000, plus the cost of a concrete base. The NRRFD was contacted to see if they had a tower we could access to install a repeater; however, Councillor MacDonald noted that their tower would not be ideal. He also believed there was no further space for more equipment on the Cornwall Water Tower.

- f. **Hurricane Fiona** -The Council office will be keeping an eye on its track, updating residents regarding being prepared for 72 hours, and readying the hall if necessary. There is currently a meeting booked at the hall Saturday afternoon and church Sunday morning, and there was an inquiry about moving a wedding to the hall on Saturday evening. EMO forwarded useful websites: [National Hurricane Center](#) and [Environment Canada](#).

iii **Personnel Committee**

- a. **Canada Summer Jobs, Jobs for Youth and Post Secondary Student Program** –Final reports were completed and submitted for the employment funding programs. The students worked out well this summer.
- b. **Shared Services Bylaw** – The Appendix for Bylaw 2021-14 will need to be updated by resolution to reflect the changes when North Shore hires Mirko Terrazas full-time as Development Officer, and Miltonvale Park subcontracts his services. This is to allow his sponsorship for Permanent Residency.

iv **Finance/Payment of Accounts**

- a. **Remittance** –The remittances were paid to the Receiver General for July and August 2022.
- b. **Reports and Payment of Accounts** – The circulated financial statements do not reflect the adjusting entries from the audit. Finance Chair Phil Hooper reviewed the financial statements. Total current assets are approximately \$615,000, with \$598,000 in cash and in the bank. Total assets are \$668,000 and include \$47,000 in capital assets and \$5,000 in other assets. Liabilities are \$294,000 with \$276,000 of that deferred revenue. Revenue for the year to date is \$169,000 with expenses of \$157,000, leaving a net income of approximately \$17,500

Motion 2022:68– Moved by Councillor Philip Hooper, seconded by Councillor Paul Poole **that the financial report for July and August 2022 be adopted as circulated.**
Motion carried, 5-0.

- c. **Audit** –Finance Chair Phil Hooper reviewed the audit for 2021-22 and noted that in MRSB’s opinion the accompanying financial statements present fairly, in all material respects, the financial position of the

Municipality as at March 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for the Public Sector.

Net income for the year was \$ 61,514, leaving an accumulated surplus of 401,665.

Motion 2022:69– Moved by Councillor Philip Hooper, seconded by Councillor Paul Poole **that the audited financial statements from 2021-2022 be adopted as received from MRSB.** Motion carried, 5-0.

9. REPORT FROM CAO - Over the summer, CAO Shari MacDonald supervised students, worked on seniors projects, drafted letters for planning issues, obtained the drag and lawnmower for the ballfield, submitted final reports for Canada Day and Canada Summer Jobs, Jobs For Youth and Post Secondary Student Program job funding, dealt with the Elevator project and tender, wrote grant application for Community Catalyst Fund. Items which need to be addressed are to invite Minister Fox to a meeting, purchase suggested items for EMO, prepare a lease for the community pasture, promote and prepare for elections, and prepare the September honoraria cheques, fall newsletter (election focus), New Horizons for Seniors application and current seniors projects, the park playground safety improvements, invoice baseball leagues, prepare the park EV project application, begin the Active Transportation project, and investigate job funding for assistance for the CAO.

10. RECOMMENDATIONS FROM THE PLANNING BOARD

1. **Policy for Wedding Tents** - Council discussed a policy as recommended by Planning Board at the July meeting, however, did not propose a motion to adopt the policy.

Motion 2022:70– Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald that **the following policy be adopted regarding temporary tents:**

No permit would be required for a temporary tent from a commercial supplier for a family party (e.g. wedding, reunion, anniversary) that is erected on a residential or agricultural property within the municipality for a non-commercial event when the tent is erected for a maximum of four days. Residents wishing to erect a tent are recommended to contact all neighbours within 500 ft. to advise of any potential disruption and to take steps to minimize these. Motion carried, 5-0.

2. **Permits Issued:**

- i. **Permit 2022-17** was issued on 07/07/2022 to PID 444232 at 14 Amber Avenue, Milton Station to construct a deck.
- ii. **Permit 2022-18** preliminary approval for a subdivision was issued on 17/08/2022 to PID 528307 at Rustico Road (no civic address).
- iii. **Permit 2022-19** was issued on 31/08/2022 to PID 1013374 at 536 Rustico Road to construct two bunker silos.

3. Enforcement:

- i. **PID 704213 Sleepy Hollow Road** – The property has been cleaned up.
- ii. **Lower Malpeque Road** – Council accepted the recommendation regarding a legal opinion, and this will be done as soon as possible.
- iii. **Crabbe Road** – No official complaints have been received regarding the property.

At this point the agenda was adjusted to permit the remaining items to be addressed before the meeting was closed to address a planning issue.

11. OTHER

- a. **Rural Municipality of Warren Grove** - A request was received from the Michel Arsenault, CAO of Warren Grove regarding the possibility of them sharing office space, so Miltonvale Park could provide a spot where their residents could drop off or pick up items, such as applications and payments. Council would consider the request further, although had concerns about any additional time requirements on the CAO.

12. INTRODUCTION AND READING OF BYLAWS

Motion 2022:71- Moved by Councillor Spencer MacDonald, seconded by Councillor Tamsyn Cosh-MacKenzie

Whereas Section 82 of the *Municipal Government Act*, R.S.P.E.I. 1988, Cap. M-12.1., enables Council, by bylaw, to establish the types, rates, and conditions of payments to be made to or on behalf of a member of the Council, a member of a Council committee or another person.

And whereas the Remuneration and Allowances Commission recommended changes to the Bylaw 2017:03, the Remuneration Bylaw,

Be it resolved that that Bylaw 2022-03, the Elections Bylaw, be read a first time

See [Schedule A](#).

Motion carried, 5-0.

Motion 2022:72 - Moved by Councillor Andrew Frizzell, seconded by Councillor Philip Hooper

Whereas Bylaw 2022-03, the Remunerations Bylaw was read a first time at this Council meeting;

Be it resolved that Bylaw 2022-03, the Remunerations Bylaw, be hereby approved.

Motion carried, 5-0.

Second reading, approval and adoption are scheduled to take place in October.

10. CONTINUATION OF PLANNING BOARD REPORT

Motion 2022:73 – Moved by Councillor Paul Poole, seconded by Councillor Phil Hooper **that the meeting move to a closed meeting, under the authority of the Municipal Government Act, Section 119.**

(e) a matter still under consideration, on which the council has not yet publicly announced a decision, and about which discussion in public would likely prejudice a municipality’s ability to carry out its negotiations;

(f) the conduct of existing or anticipated legal proceedings or the review of legal advice;

Motion carried, 5-0 at 9:04 p.m.

Michelle Walsh, Tracey McLean, Rita Jackson and James Rodd left the meeting.

Motion 2022:74 -Moved by Councillor Tamsyn Cosh MacKenzie, seconded by Councillor Paul Poole **that the meeting return to an open meeting.** Motion carried, 5-0 at 9:24 p.m.

Motion 2022:75 - Moved by Councillor Phil Hooper, seconded by Councillor Paul Poole that **the following Planning Board Report and its recommendations be adopted.** Motion carried, 5-0.

a. Applications being processed and requiring further information or documents:

- i. **Application #MP-1181-** Lot revision (subdivision and consolidation to increase the size of PID 869669, with lands from the surrounding property, PID 281951).
- ii. **Application #MP-1182-** to construct a house, install a solar panel array and windmill at Springvale.
- iii. **Application #MP-1183-** to construct a house on the South Winsloe Road on the parcel 281634.
- iv. **Application #MP-1184-** to construct a house at Lot -1 from PID 528307.

- v. **Application #MP-1185-** to construct 23 new units at PID 444232.
- vi. **Application #MP-1186-** to construct a new single detached dwelling at PID 690974.
- vii. **PID 281485** –All information has been received for the application for an addition to the Milton Community Hall.
- 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. **PID 281667** -Subdivide a lot
- xii. **PID 283473**–The Department of Transportation and Infrastructure Renewal informed the municipality on July 28, 2022 that no activities could be allowed at the property that would invite the public onto the agricultural property, due to its location on Rte 2. On July 29, the CAO hand-delivered a letter to the property owner with this information. An application (with no fees) had been received for several smaller buildings, which may not need permits.

xiii. **PID 700443 -Applications to Sell Cars, and to Operate a Porta potty and Septic Business-** PID 700443 is a 1.90 acre lot in the Agricultural (A1) Zone, which contains a house, barn, storage building, a small building, an export car lot. According to Lands Online, there is a wetland (beige), and a farmable 15m buffer zone (green) over almost half the property.



a. Application for Selling Cars:

The activity of selling cars, is included within the definition of an automobile shop - “a *Building or part of a Building or a clearly defined space on a Lot used for the sale, maintenance or repair of used or new automobiles.*” On August 19, 2020 the municipality granted approval for the property to operate a 1,560 square foot storage (Export car lot), for being a commercial

storage only, and not including such uses as described under the definition of Automobile Shop or Automobile service station.

The 2021 Development Bylaw does not permit Automobile Shops in either the Agricultural (A1) Zone, General Commercial (C1) Zone, as a home occupation, or on a residential lot. The Light Industrial Zone (M1) permits “Activities connected with an Automobile Shop, Automobile Service Station or repair shop.”

This application cannot be approved under the current Development Bylaw.

b. Application for Business Septic- “Porta Potties”

The applicant applied for a development permit to operate a porta potty - septic business, with storage of porta potties at the back of property 700443. The operation currently involves a small pumper truck, and approximately 80 porta potties (16 sq. ft. per unit). The applicant reported that units are cleaned and disinfected off-site. It was also noted that a porta-potty was seen being pressure washed outside on the property at approximately 4:10 p.m. on Tuesday, September 13, 2022. The property is already approved to operate as an export car lot, which involves exterior storage in the front yard. There have been instances with non-compliance with the development bylaw at the property.

Septic or porta potty businesses are not listed as a permitted use in the Agricultural Zone (A1), nor in the home occupations that are permitted automatically, and would not typically be considered a home occupation.

The section Home Occupations, clause 7 states that Council may approve exemptions in the Agricultural Zone for Outdoor Storage, Outdoor product Display and/or commercial vehicles if they are located at the rear yard and are screened from view. The property is significantly impacted by a wetland and farmable buffer zone and this business must comply with the minimum setbacks required by the Environmental Protection Act. The truck, pumper, and porta potties will intensify the use of the land more than other small businesses permitted as a home occupation. The Planner provided preliminary comments that noted there would be reasons to feel that the criteria for permitting exemptions may not be met in this instance.

Planning Board recommended to Council that the applications for a car lot and septic and porta potty business at PID 700443 be denied as they do not comply with the Development Bylaw, that the application for re-zoning be brought before Planning Board again when the information is complete, and that separate letters outlining the status of each application be sent to the applicant.

- c. **Refund of fees** – Planning Board recommended that Council refund \$250 for each of the two applications that were processed as Change of Use applications, in recognition that they were not considered as bylaw amendments and that the \$300 rezoning fee will be retained.

13. ADJOURNMENT

Motion 2022:76 – Moved by Councillor Tamsyn Cosh-MacKenzie **that the meeting be adjourned** and the Mayor declared it so at 9:27 p.m.

Mayor Hal Parker

October 19, 2022

CAO Shari MacDonald

Date Approved

The next Regular Council Meeting is scheduled for 7:30 p.m. Wednesday, October 19, 2022.