

**Rural Municipality of Miltonvale Park Council
MINUTES**

Milton Community Hall

7:00 p.m. May 17, 2023

Present: Mayor Hal Parker, Councillors Paul Poole, Rosemarie Ramsay, Jamie Taylor, Leo Doucette, CAO Shari MacDonald

Regrets – Councillor Andrew Frizzell and Councillor Spencer MacDonald

1. CALL TO ORDER

Mayor Parker called the meeting to order at 7:05 p.m.

2. DECLARATION OF CONFLICT OF INTEREST

There were no conflict-of-interest issues reported.

3. APPROVAL OF AGENDA

Motion 2023:47 – Moved by Councillor Rose Ramsay, seconded by Councillor Leo Doucette that **the agenda be approved**. Motion carried, 4-0.

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS

There were no public presentations scheduled.

5. ADOPTION OF MINUTES

Motion 2023:48 – Moved by Councillor Paul Poole, seconded by Councillor Rose Ramsay that **the minutes of April 19, 2023 be approved with the typos on page 1 and 8 corrected**. Motion carried, 4-0.

6. BUSINESS ARISING FROM THE MINUTES

- i. **Hall Elevator and Addition** – The CAO is almost ready to submit the application to the province for the [Community Revitalization Program](#). Architect Wil Lawrence has suggested the municipality considering installing a lift instead of an elevator. The lift would require a key to operate, which could either hang on the wall or have someone accompany the person in the lift. It would save about \$60,000 and result in lower annual maintenance costs. A lift maintenance contract would cost about \$600 annually. Although a lift would not require the machine room in the basement, it would still go to the basement. It requires only 8 ft of ceiling height rather than the 13 feet above the elevator on the second floor. There would be costs to change all the plans to replace an elevator with the lift. The funders would need to verify that the change in plans would be acceptable. The capacity of the lift is 1000 lbs. The architect suggested eliminating the pantry and moving the accessible shower to the main floor, although it may now fit in the addition in the basement, as the ceiling height in the basement was previously a concern. The pantry was popular addition to the main level. The lift is from the Savaria line (handled by Harding Medical in N.B), and would be 48" x 60" inside. It needs constant pressure on the switch to activate it. The costs would be approximately \$50,000. The lift pit is only 8" deep, as

opposed to a hydraulic elevator's 48" deep pit. The fire-rated door comes with the lift. It is manual but automatic operation is available.

The CAO did make an application through the Milton Community Hall to Rotary for \$50,000 (Easter Seals) and Farm Credit Canada for \$25,000 for the project. The CAO suggests the municipality embark on a local fundraising campaign as, along with raising some money, it would show that there is local support for the project. The contract must be put to public tender.

Motion 2023:49 – Moved by Councillor Leo Doucette, seconded by Councillor Paul Poole that **the Milton Hall Elevator project be retendered with revised plans.** Motion carried, 4-0.

- ii. **Crabbe/MacKenzie Roads-** Transportation visited the intersection after recent accidents and found that all sight distances are within regulations. They trimmed trees, and plan to install a flashing light on the MacKenzie Road, paint stop lines on the pavement at the intersection for Rte 256, and increase RCMP enforcement. There was another accident on the morning of April 30 at the intersection. It was suggested that if the guardrail on the north side of the Crabbe Road, at the Rte 7 intersections was moved backward by a meter, the visibility would be improved. The trees were trimmed on only one side of the road.
- iii. **EV charger -** The CAO is still waiting for the electrician's estimate for electric vehicle chargers.
- iv. **Leaky Toilet Brochure** – The brochures have been ordered and are at the “approving the draft” stage. For an additional \$60, separate brochures could be printed for Miltonvale Park and Warren Grove. There are two spots for contact information so the original plan had been to put contact information from each municipality in one box.

Motion 2023:50 – Moved by Councillor Paul Poole, seconded by Councillor Leo Doucette that **if Warren Grove is interested in purchasing separate “Leaky Toilet” brochures that Miltonvale Park would be in agreement to do so.** Motion carried, 4-0.

- v. **Name Tags** – Council's new metal name tags have arrived.
- vi. **Bus Stop** – The CAO will contact Maritime Bus about a possible stop in the municipality, although a possible location was not identified.
- vii. **Federation of PEI Municipalities Annual Meeting** – Councillor Rose Ramsay, Mayor Hal Parker and CAO Shari MacDonald attended the annual meeting in Souris on April 24, 2023. FPEIM is continuing to press the Province for more revenue-raising options. It was noted that 33 of the 58 municipalities have less than 400 residents. FPEIM received \$10 million from the Province for a Municipal Infrastructure Fund to extend roads, central water and wastewater in rural PEI for residential development. FPEIM has a group benefits plan. FPEIM has been working on a Shared Municipal Financial Services model, and there will be a pilot project soon. They have a Climate Advisor. They have received funding for Women in Government sessions and are holding three more. They are developing Elections Officials Training, which will be delivered by Holland college. Staff has developed a

“Protecting Wildlife Habitat – A Guide for Municipalities”, and is now working on “Empowering PEI Municipalities to Consider Forest and Biodiversity Conservation in Land Use Planning”. The Atlantic region cooperated to produce an Atlantic Municipal Magazine. FPEIM’s new executive was elected. The Queens Country Rural Municipalities representative is Helen Smith MacPhail, Mayor of West River. There was a Housing session held at the AGM, in which the need to reduce red tape was highlighted.

- viii. **Strategic Planning** – Council held a short planning session on the evening of April 17, with five Council members. A brief summary of items discussed and possibilities included the following:
- a. **Future Infrastructure** - If land around hall was acquired, it could eventually be used for a pharmacy, doctor, dentist, or seniors housing (12 units for seniors, as a resident’s first choice is staying in own home). Other ideas were a small/tiny home development; lot in StrathRae Estates (4ft fence across the back, gazebo, playground equipment); a recreation hall in the park; to pave the park’s parking lot, library; dairy bar; Elevator – Re-price and think; Meter on wellfield. Amalgamation with other municipalities was briefly discussed.
 - b. **Engagement** - Coffee with Council – monthly; Invite people to attend Council meetings or provide incentives to come – gift cards... consider Facebook live, Zoom link, or stream/broadcast the meetings.
 - c. **Celebration** - 2024 – 50th anniversary – levee; **Community swag** - Council/staff coat or shirt/jacket to give away and/or sell; Promote neighbourhood
 - d. **Residents/ Inclusive** - *Vulnerable/lonely people getting missed; Facilitate a match with newcomers; Relook at density– Land acknowledgements; Welcoming -Welcome packages – map, newsletter. Cookies; Drive more people to the FB residents page, Community Fridge
 - Courses/Activities** - WHMIS/Cleaners, Recycling, First Aid, Chainsaw; House maintenance; Senior-izing; Child proofing; Frauds and Scams; Walks on the Confederation Trail – North York River Road Hunter River; Sleigh rides – Emerald Stables; Garden -Hall? Next year?Trees – Trees for Canada; Watershed
 - e. **Business** – Home based business; Facility-shared services- hall space
 - f. **Active/Recreation** - Gas Tax (Canada Community Building Fund) – Trail system – pursue Active Transportation (AT) Plan; CRSRC (Central Region Sport and Recreation Council), Sidewalks – Tim’s Crane to Lower Malpeque Road (the shoulders on the Sleepy Hollow Road were paved in 2022); Fox Run to North York River Road to connect to the trail. It was noted at the meeting that a sidewalk on the Lower Malpeque Road would be a great addition, as paved shoulders have no protection for pedestrians or cyclists.
 - g. **Park** – Cricket; enlarge tennis court; Fallen trees; Pave parking lot – crushed asphalt -\$\$; New sign at park; Kill grass on trail with a salt brine; Dog Run – holes ; Need to enlarge the area and add more pea gravel around the swings.
 - h. **Environment** - water tests -free from Province; Radon – encourage people to borrow the free test from the library or buy; Rebates for low flow toilets, HE washers
 - i. **EMO - Radios** – for EMO; Survey; Better structure around generator, and level the bed it is on

- j. **Resources** - Grants – staff, Skills internships, Researcher; Develop a skills inventory
 - k. **Transportation** – The purchase of a small local bus was discussed, but it was felt the liability, expense and maintenance costs would not make it feasible.
 - l. **Priorities** identified at the Council meeting were to acquire land around the hall, pave the parking lot at the park, and a Lower Malpeque Road sidewalk.
- ix. **Sheila Curtis** -thanked Council for the recent donation to assist her to compete in the Nova Scotia Wood Carving Show and Competition. Sheila received two second-place finishes, one third place, and one honourable mention with her five entries and Orville Curtis received a third-place finish with one of his two entries at the Nova Scotia Wood Carving

5. READING OF CORRESPONDENCE

- i. **Regular emails and/magazines/updates** were received from ParticipACTION, Water Canada, Turf & Rec, SAB Magazine, Municipal Info Network News, and FCM
- ii. **Citizenship Week** takes place May 22 - 28, 2023, and is an annual opportunity to celebrate the rights and responsibilities shared by all Canadian citizens. Canadians are encouraged to show pride in their history, culture, achievements and shared citizenship, tell their citizenship stories, and acknowledge that the [history of Canada](#) began far earlier than the European settlement. It is the responsibility of Canada's citizens to understand [the history of the Indigenous Peoples](#). Promote how newcomers can learn more about and acknowledge [the land they live on](#); and [test their knowledge](#) of Indigenous communities. [Their website](#) contains more information.
- iii. From John Dewey, FPEIM on May 16, 2023 -The Department of Environment, Energy and Climate Action (DEECA) and the PEI Energy Corporation are seeking **feedback** with respect to **energy policy** and the future of energy for PEI. There is a discussion paper at the [PEI Energy Blueprint site](#). DEECA are soliciting input via written submissions as well as individual engagement via an online [survey](#). There are also **Community Conversation** drop-in sessions, scheduled from 6:00-7:30 pm. Thursday, May 18 in Kensington; Wednesday, May 24 in North Shore; Thursday, May 25 at Cody Banks Arena, and Thursday, June 1 at the Kings Playhouse.
- iv. May 16,- Peter Kimpton, **GrantMatch**, is focusing on the **Housing Accelerator Fund**, which has \$4 billion available for municipalities to boost housing developments. Eligible costs include investments in affordable housing (construction, repairing and land acquisition) and housing related infrastructure (drinking water, solid waste management and public transit). They maximize grants with their in-house grant writers and funding specialists.
- v. May 11 - Kassia from Food Cycle Science (Ottawa) asked to appear before Council at the next Council meeting to share information about the **Impact Canada Municipal Food Waste Program** funding opportunity.
- vi. May 15 - SkillsPEI **Post-Secondary Student Program** -For the 2023/2024 season, the municipality was approved for one student for the Assistant to the CAO position, for 17 weeks.

- vii. FPEIM - Researchers at Memorial University have a [survey](#) for PEI municipalities examining municipal planners' opinions on **climate change adaptation** within Atlantic Canadian communities:
- viii. A free **Live Well PEI Community Workshop** takes place on Wednesday, May 24, 2023 for community leaders to provide input on how they can be supported to develop health promotion initiatives, including through interactive online tools and grant criteria. Live Well PEI works to prevent chronic disease in PEI. Councillor Ramsay is registered.
- ix. Peter Hart (phart@sustainergy.ca) -invites municipalities to participate in a pilot program, "**Artificial Intelligence in Facilities**" to better manage facilities due to sensors placed in the facility's electrical panel. There are grants in place to help offset the costs, and they are interested in booking a demo call.
- x. **FPEIM Newsletter** –The May newsletter highlighted the Annual General Meeting 2023, the new FPEIM Board 2023-2027, Summerside as the winner of the Municipal Achievement Award and the Fostering Resilience in Women Municipal Leaders Project, as well as many grants, courses and events:
 - a. **Housing Accelerator Fund Virtual Drop-In Sessions** -Drop-in [sessions](#) are May 18 and June 1, 15, and 29, at 1 p.m. This fund can be used for land acquisition. An inclusive subdivision could be created, and help the community grow, and be affordable for young professionals and businesses.
 - b. **Local Food Infrastructure Fund** \$15,000 to \$120,000. The Milton Community Hall may apply for a Community Garden at Hoopers before the May 31 deadline.
 - c. **Disaster Mitigation and Adaptation Fund (DMAF)** -The federal fund supports new construction or modification/reinforcement of public infrastructure to help protect against the effects of climate change, natural disasters, and extreme weather. Applications are due by 3 p.m. July 19, 2023 at the [application portal](#).
 - d. **Disability Management Program Assessments**
The [National Institute of Disability Management and Research](#) is providing [free assessments](#) of disability management programs at workplace.
 - e. **Rural Transit Solutions Fund** - supports capital projects that provide public transit solutions in rural Canada, e.g. fixed-route buses, or non-traditional solutions like ride-share or on-demand services that require the purchase of minivans, small craft, zero-emission fleets, shared fleets, or software; construction of intermodal hubs; or installation of charging stations.
 - f. **PEI's Community Revitalization Program**-supports rural communities to invest in infrastructure that is important for rural culture, society, and economic development. For small-scale projects the maximum contribution is 75% of up to \$250,000 of total eligible costs and for strategic projects, the contribution is 50% of up to \$2 million of total eligible costs.
 - g. **PEI International Student Program** — Homestays -The PEI International Student Program, is looking for host families for international students for the 2023-2024 school year.

- h. **AIM Risk and Prioritization Course** for asset management -The course in May-June 2023 includes videos and AIM support and costs \$250 per municipality. Space is limited. [Register](#) by May 12.
- i. **PEI Women's Institute Roadside Cleanup** -The 50th anniversary of the PEI Women's Institute Roadside Cleanup is Saturday, May 13.
- j. **Family Violence Prevention Week** -Family Violence Prevention Week takes place May 15-21, with the theme "Healing Communities". Wear Purple Day is Wednesday, May 17, and Walks in Silence are planned. More information is [online](#).
- l. **Vital Conversations: Quality of Life and Well-Being on PEI after Fiona** -The Community Foundation of PEI and Institute of Island Studies are hosting Vital Conversations on well-being and quality of life on PEI. 6:30 pm: Mill River, May 17; Summerside, May 18; Charlottetown, May 24; Stratford, May 25; Souris, May 30; Montague, May 31; Wellington (French), June 7; and Cavendish, TBA. [Registration](#) is required.
- m. **Municipal Matters: Elected Officials' Education Series** -Intact Public Entities is hosting free virtual education sessions. Register [here](#). on May 18, 1-2 pm, Minimum Maintenance Standards: A Councillor's Guide to the Importance of MMS Compliance and on June 1, 1-2 p.m., Climate Emergencies: Creating Resilience in Our Communities and Dealing with Emergencies When They Occur.
- n. **Climate Change Adaptation Survey for Municipal Planners** - Researchers at Memorial University in Newfoundland are seeking input from municipal planners in a survey of opinions on climate change, and benefits and barriers to adaptation.
- o. **Advancing Adaptation Action in Atlantic Canada Conference (Hybrid)** -CLIMAtlantic will host the Advancing Adaptation Action in Atlantic Canada conference in person and online on Wednesday, May 24, 9 - 5 pm the Crowne Plaza in Moncton, NB. Participants will have the chance to learn from examples of adaptation work from across Atlantic Canada. The [conference](#) fee is \$35.
- p. **PEI Museum and Heritage Foundation Board** -The PEI Museum and Heritage Foundation is seeking two people to serve on its board of governors. Apply until May 26 through [Engage PEI](#).
- r. **Replant PEI** have red pine, white pine, red spruce and white spruce saplings available on May 20. Contact replantpei@gmail.com. [Fostering](#)
- s. **Resilience in Women Municipal Leaders** - Wednesday, May 31, 9 -3 pm, at the Kings Playhouse.
- t. Review on **Homeless Encampments** -The Federal Housing Advocate is seeking contributions for the review on housing encampments as a violation of human rights.
- u. **FCM Annual Conference** -The Federation of Canadian Municipalities will hold its annual conference May 25-28.
- v. **CIP/AIP Navigation Hybrid Conference** -The Canadian Institute of Planners and Atlantic Planners Institute will host a national conference in Halifax and online June 27-30. "Navigation" will help planners and other community builders explore ideas to support inclusive and vibrant

communities and navigate the issues they face. Registration fees range from \$99 to \$1,069 (+ tax).

- w. **AIM Network Atlantic Asset Management Conference** takes place in-Moncton, NB, September 18-20. Leading the Charge for Change. Early bird registration fees (\$199 to \$814 + HST) until June 30.
 - x. **Asset Management Training** -Municipal staff and officials who want to improve asset management decision-making can sign up for one of a variety of courses offered through FCM.
 - y. **3rd Canadian Rural and Remote Homeless and Housing Symposium** (CRRHHS), takes place virtually from June 6-8. The Rural Development Network (RDN) and the Rural Ontario Institute (ROI) co-host this event, connecting rural communities across Canada. Topics include: rural coordinated access, supporting vulnerable populations, community collaboration, reducing barriers in housing, decolonizing data, addressing First Nations homelessness, available funding programs.
- xi. Tayyab Nasir Chatha, Policy Researcher, Mount Allison University is surveying the **place name policies** of Canada’s incorporated settlements, and asked if Miltonvale Park has one. They are collecting policies to create a database to research the overarching themes and priorities in these documents and plan to create a place name policy template that settlements could customize. They are building a network of resources and tools.
 - xii. The **PEI Alliance for Mental Well-Being** extended an invitation to their AGM on Wednesday, May 24th, 2023 at the Haviland Club 6-8 p.m.
 - xiii. Attendees of the **Climate Risk, Responsibility, and Liability** for Municipalities info session in January, 2023 were asked to complete a [survey](#) on their services.
 - xiv. May 2 – **Municipal Affairs News** -Municipal Affairs has moved from the Department of Fisheries and Communities to the Department of Housing, Land and Communities. Municipal Affairs has the same location, staff, and contact information There was also information on their role, the Disaster Mitigation and Adaptation Fund and the municipal “to do” list.
 - xv. PEI EMO shared activities for **Emergency Preparedness Week** from May 7th - 13th including a social media campaign about "Be prepared. Know your risks" and a social media contest for at-home Emergency Preparedness Kits. On May 8th at 1255hrs, PEI EMO will test the Alert Ready system. For more information on the Alert Ready system, visit the. [Home - Alert Ready Emergency Alert System \(Pelmorex Corp\)](#). There will be public-Personal Emergency Preparedness presentations on May 9th 1p.m at Credit Union Place and May 11th from 1 p.m. at the Charlottetown Public Library.
 - xvi. **Email from Patsy Piercey** - In order to remind drivers to slow down, Mrs. Piercey requested Council purchase signs to erect around Milton, as she felt the yard sign she had received was much too small.

Motion 2023:51 – Moved by Councillor Jamie Taylor, seconded by Councillor Leo Doucette that **the municipality purchase three Speed Sentry Signs, similar to the one purchased in 2022**. Motion carried, 4-0.



- xvii. **Housing, Land and Communities** -The Department of Housing, Land and Communities is developing a **five-year Housing Strategy for PEI** and invited Council to a municipal discussion about housing in PEI and potential solutions on May 4th, 2023, 1:30 - 4 pm, in Charlottetown with Wendy Drake, MRSB. Councillor Taylor attended the session, and reported that the potential Department mandate for housing would be to
 - a. Provide support for individuals facing, or at risk of, homelessness including prevention and diversion as well as access to the Community Outreach Center and emergency temporary shelters.
 - b. Provide access to housing with short-term and long -term supports directly and through community partners.
 - c. Facilitate the establishment of more public and affordable housing.
 - d. Support home renovations to keep people living in their homes.

By January 1, 2025, the PEI Poverty Reduction Targets are to reduce the poverty rate by 25% among all persons below the 2018 poverty rate, and by 50% among those under 18. Food insecurity will be reduced by 50% overall and to 0% for children, and chronic homelessness will be reduced to 0%. Chronic homelessness is defined as staying in unsheltered location or places not intended for human habitation, emergency shelters, and staying temporarily with others or short-term rentals. A household is in *core housing need* if it would have to spend more than 30% of before tax income to access local housing that is adequate, suitable and affordable. There were nine CAOs and two councillors in attendance. There was desire expressed for good land use planning. There are about 16,000 approved lots in unincorporated municipalities. Islanders need to be educated about today's homeless people. The urban areas noted the stress they are under providing services to people who live outside their boundaries.
- xviii. **Low-speed electric vehicles** AGTECars manufacture and distributes a full line of vehicles. www.agtecars.com
- xix. **FPEIM News** received on April 20 included information on the Housing forum at the AGM, the election commitments from the PC party, a new magazine featuring PEI municipalities, a memorial to Mayor David Gordon, grants and programs, Councillors and staff on the move, and upcoming events.

8. REPORTS FROM STANDING AND AD HOC COMMITTEES

- i. **Environment and Community Living**
 - a. **Watershed** – The Cornwall and Area Watershed Group – CAWG May 10, 2023 – Councillor Taylor noted that the Hyde Pond/point dredging project has been put on hold due to newly revised plans for the area around the holding lagoon. The Coles Creek project will go ahead in August, and they plan to dredge, improve the parking area, and groom it to make a public access area. CAWG is planning to give away 400 trees at the Miltonvale Park Canada Day Celebration, with a maximum of four trees per household (sugar maple, white pine, white spruce and possibly apple varieties). There is a possibility of obtaining more trees in the fall.

Hannah MacLean, who has held seasonal positions with CAWG since 2016, accepted the co-ordinator position. She is studying biology at UPEI and will begin work part-time beginning in early June, taking on more hours in September and assuming full-time in

the new year. There is also a new project manager position, Veronica, who has worked with CAWG for seven years.

Karalee MacAskill was involved with a project to develop best practises to protect the environment of the waterways. She shared the **erosion control and sediment control** documents with Councillor Taylor and gave permission for Miltonvale Park to use all or some of them as guidelines. It has been shared with the Development Officer.

Karalee inquired about summer positions. It is unlikely there will be a student position for the watershed from Miltonvale Park. The most recent year the municipality wasn't funded for a watershed position, \$1000 was contributed to CAWG towards summer student costs. Ordinarily the CSJ program pays half the minimum wage, with Miltonvale Park contributing the other portion for an eight-week position.

Motion 2023:52 – Moved by Councillor Leo Doucette, seconded by Councillor Rose Ramsay that the **Rural Municipality of Miltonvale Park donate \$2438 to the Cornwall and Area Watershed Group, in lieu of funding a summer student position.** Motion carried, 4-0.

b. Projects

- 1. New Horizons for Seniors (2023-24)**–The “PEI Through the Years” Project was approved and has many activities to be planned: Five Lunch and Learns, two bus tours, eight food presentations, a basket weaving workshop, how to play cricket, mindfulness session, presentations on Reconciliation and Residential Schools, four sessions of country dance classes two walks on heritage roads of PEI, a concert celebrating Black culture on PEI, and three book club meetings. The first food presentation was held Friday, April 21, with others scheduled for Thursday, June 15; Wednesday, Aug 23; Friday, September 15; Tuesday, October 17; Tuesday, November 21; Wednesday, December 6; Tuesday, and February 6, 2024. A Lunch and Learn with Julie Lush was held on May 17, with the topic “Mi'kmaq History in Story and Song” and Julie was an excellent presenter.
- 2. 2022-23 New Horizons for Seniors – Year of Canada.** The final report for this project was submitted.
- 3. PEI Seniors Secretariat Funding 2023-24** – A grant application was submitted for \$3940 for “**Miltonvale Park – Senior Matters**” which would include two Lunch & Learns (one on scams and another on Financial Wellness for Seniors), three presentations: 1. Community Care/Long Term Care, 2. Planning Ahead (funerals, wills, estates) and 3. Making your Home Senior Friendly. The municipality would also organize a Seniors Health Fair, including a presentation from Home Care, a pharmacist, a dietitian, and a physiotherapist/occupational therapist. Information will be videotaped and shared on the municipal social media channels. Home Economist Margaret Prouse would present two cooking demonstration and tasting events with recipes geared toward cooking for one or two, and senior friendly recipes to cook on a budget. A series of ten art classes would be held. Local seniors would be encouraged to attend and participate through a friendly competition by tracking attendance and having an optional “silly” component at each activity to award points to the “winner” at each event, and to name a Senior of the Year at the conclusion of the project.

4. **Active Transportation Plan** -An invoice was received for Dec-April 30, 2023 for the third quarter of the total contract. There has been no update recently from the Nadine Lowes from the Dunne Group.
5. **PEI 150 Celebration Fund** - Two projects were funded
 - a. The Fathers of Confederation **Antique Vehicle Show** is scheduled for Saturday, June 17, 2023 at the parking lot of Charlottetown Metal Products in Milton Station, next to the Confederation Trail, on the Father's Day weekend. Collectors of antique cars, tractors and motorcycles will be invited to display their historic vehicles to the general public at a free show from 12- 4 p.m. on June 17th (rain date June 24). There will also be family entertainment provided, including bingo, live local music, balloon animals and face painting. Canteen service will be available. A "People' Choice" vehicle will be awarded, as well of certificates of attendance. CMP is willing to provide some volunteers. The North Rustico Food Market will donate canteen supplies for the Winsloe Lions, who are planning to BBQ near the picnic tables. Four new tents were purchased to use. Donations will be requested for the Upper Room. Councillor Taylor reached out to Nicole Mountain, Event Coordinator at the Upper Room, and although they can not attend the car show, they will provide a collections box and banner. They will drop these at the hall before the car show and pick them up late afternoon following the car show. The Upper Room will share the event on social media beginning June 5th. Vehicle registration opens at 11 a.m. on the show day, although pre-registration will be encouraged. Vehicles would be parked in every second space. If necessary, others could be parked on the lawn in the front of the building. Parking for visitors might be towards the back of the main building. John MacAllar will entertain. Pat Cosh volunteered to call Bingo, and other activities will be organized for children, including face painting, if face painters can be found. Thomson's Septic are donating two port-a-potties for the day. Direct Nutrisciences will be asked if they would provide overflow parking at their lot. The municipality will need to monitor parking and the safety of pedestrians. Car registrants will get a certificate and a small business card size magnet. There will also be an award for People's Choice. The greatest requirement for help will be during the registration process, and getting the site set up in the morning and cleaned up afterwards.
 - b. **Canada Day** - The municipality will celebrate the circus that was in Charlottetown when the Fathers of Confederation came to Charlottetown in 1864. Added to the usual day will be clowns, stilt walkers, face painters, palm, card and tea leaf readers, and some typical games of 1867 and other later carnival games– such as tug of war, bingo, and scavenger hunts. A PEI 150 grant was approved, as well as a Celebrate Canada Grant of \$840. The Volunteer of the Year Award will be presented. A bouncy castle has been booked. Three palm reader/tarot cards people are booked. The CAO is still looking for face painters, stilt walkers, jugglers, clowns.
6. The municipal application for an **anti racism grant** of \$3403 for flags, drumming circles, and an unconscious bias workshop was not approved. The funders

encouraged applying for an Anti-Racism Microgrant, so the CAO submitted a similar application on behalf of the Milton Hall, as municipalities weren't eligible for microgrants.

7. **ParticipACTION - Community Challenge Grants** The municipality was funded \$5000 to provide passes to the PEI National Park where some activities will take place, and 15 monthly bus passes for those without access to a vehicle, as well as six "Come Try" pickleball, disk golf, cricket, and line dancing events, a total of six walking and cycling/wheeling get-togethers in June, a "Walk More than the Mayor" Contest and a virtual walk/swim to Milton, England. We will also plan for weekly recreational all-ages softball games at the Miltonvale Community Park. The CAO reached out to Susan Shive at Central Region Sport and Recreation Council.
8. **Family Violence Prevention Week** – The purple ribbon was put around the Milton Community Hall to mark the week. The blanket making activity and lunch will be held on Friday, May 19, beginning at 10 a.m. The municipality received a \$200 mini grant from the Premier's Action Committee for the Prevention of Family Violence.

d. Activities

1. **Yoga** on Tuesday – is continuing at 9:00 a.m. for mat and 10:30 a.m. for chair classes; however, it was canceled for three weeks while the instructor was away.
2. Monday and Friday **exercise** classes are finished now until late September.
3. **Line Dancing** is also done for the summer.

e. Park

1. **Shelter** -Brad Coles opened the park and Joanie MacKinnon will clean the shelter.
2. **Vandalism** – A No trespass order was issued for the youth who was identified vandalizing the Little Library.
3. **Maintenance** – The fields need to be rolled, the trail salted to kill weeds, new gravel installed, and the community garden needs to be prepared.

f. **Community Pasture** – The CAO still needs to prepare the pasture lease for Earl Hambly.

g. **Community signs** – A new Welcome sign still needs to be ordered for Rte. 2 in Springvale. Spruce Grove has moved out of Miltonvale Park. The CAO will reach out to see if they are still able to care for the municipal flower beds.

h. **APM Centre** – Sheila Curtis reported that the proposed second ice surface is estimated to cost \$15 million -and would likely be cost shared at 1/3 federal, 1/3 provincial and 1/3 between the APM Center, municipalities and a fundraising campaign. The APM Centre also needs to replace the Zamboni and the board is deciding between a regular (\$189,000) or electric (\$225,000) model. They also were made aware that there is a handrail in the seating area that is a safety hazard to children so are addressing whether to put plexiglass or rails along the approximate 200-foot length. Sheila Curtis is not covered under the APM's board liability insurance.

i. **Transit** – There has been no update on the start date for the expansion of transit to Sleepy Hollow.

j. **Community Garden** -The hall may apply for a community garden funding through the Local Food Infrastructure Fund.

k. **Trees** -Councillor Taylor investigated some programs regarding tree planting.

1. **Carbon Capture Tree Planting Program (CCTPP)** - PEI is seeking to return approximately 175 ha of old fields and marginal lands to forest cover by planting native tree species suited to those sites. Priority areas include high sloped fields, sites with sensitive soils and watershed areas with reduced forest cover. Other areas may also be considered. Funded by the Province of PEI, CCTPP covers all planting and seedling costs. Participating land owners may also be eligible for a one-time payment for the planted area as well as additional forest management services offered through the Forest Enhancement Program.

2. **TREES CANADA** - Supporting community planting for long-term benefits since 1992, Tree Canada has greened more than 730 municipalities, Indigenous communities and business improvement areas. Eligible projects receive funding from \$3,500 to \$10,000 to cover the cost of purchasing and planting trees and shrubs, site preparation, tree maintenance, planting materials and developing education materials. They accept a wide range of project proposals such as heat island mitigation projects, biodiversity corridors, stormwater retention, invasive species control, riparian planting, park and street tree plantings. The application period is from October to early December the year before project implementation

3. **J. Frank Gaudet Tree Nursery Services** -Mary Myers (Nursery manager – 902-368-4711) noted the nursery doesn't have any trees to hand out and may not have, as demand is great. Seedlings and 1-gallon trees should be available in local garden centers about mid-May – Doirons, VanKampens, Jewells. Mary did say that if the municipality beautified a hall property, a park, church or other community owned property that it would qualify for free trees.

4. **Forestry Programs** - Scott MacDonald is the FEP -[Forestry Enhancement Program](#) coordinator (902-620-3179). There is also a 2 Billion Tree Program beginning in 2024, and the [Hedgerows Program](#), and a [Greening Spaces Program](#).

l. An update on **water usage** was received by the City of Charlottetown.

Miltonvale Wellfield

Miltonvale	2020	DAILY m ³	2021	DAILY m ³	2022	DAILY	2023	DAILY	
January	140,580	4,535	153,065	4938	166742	5379	183715	5926	January
February	129,077	4,451	144,930	5176	136539	4876	162125	5790	February
March	144,746	4,669	165,292	5332	170763	5508	180712	5829	March
Total Q1	414,403		463,287		476066		528575		Total Q1 -
2020	Miltonvale								
April	132,289	4410	159,486	5316	172661	5755			April
May	146,911	4739	166,954	5386	162761	5250			May
June	151,693	5056	171,026	5701	174951	5832			June
Total Q2	430,893		497,466		510373				Total Q2

July		152,837	4930	144366	4657	July
August		166,178	5361	189150	6102	August
September		153,021	5101	154109	5137	September
Total Q3		472,036		487625		Total Q3
October		153678	4957	148402	4787	October
November		147576	4919	147635	4921	November
December		154015	4968	178421	5756	December
Total Q4		455269		474458		Total Q4

Permit is for 1050 imperial gallons per minute = 6873.69 cubic meters per day

There are approximately 220 gallons in a cubic meter. It was noted that cruise ships don't pay for water.

iii. Emergency Measures

- a. **PEI Disaster Financial Assistance Program for Municipalities** – The application is due by fall 2026. There is still some work to be completed at the park.
- b. **Radios** were referred back to the EMO committee which hasn't met.
- c. **Generators** – There has been no word from Anson Grant about the possible donation of generators from the North River Fire Department.
- d. **Emergency Preparedness Presentation** - Councillor Taylor attended the very informative May 11, 2023 presentation with Dakota Murry, Mitchel Myers, and Pete Gallant that stressed the importance of being prepared for a number of different emergency situations. Topics included
 - a. Grab-and-go evacuation (chemical spill, fire, etc.)
 - b. 24 hours survival (short term power outage)
 - c. 72-hour survival (long term power outage, ice storm, hurricane)
Evacuation plans, adequate basic needs, medication, pets, elderly and special needs family members, dependence on cellphone and lack of traditional landlines, important documentation (passports, birth certificates, wills, etc.)
 - d. FIRE SMART CANADA Program - Keeping yard clear of combustible debris, dampening mulch, fuel storage
 - e. Emergency Preparedness supplies - canadiansafetysupply.ca.
 - f. More weather fronts are expected as the water temperatures rise and future events could be much worse than Dorian and Fiona.
- e. The Council **generator** needs to be levelled and secured. Councillor Poole has installed a battery tender for it. Several Councillors volunteered to level the generator. It was suggested that a better structure be constructed around it.
- f. **Emergency Preparedness Workshop Opportunities**
 - a. **Chainsaw maintenance, operation and safety**
Councillor Taylor reached out to MacPhail Woods re a Chainsaw maintenance, operation and safety. Eric Edward would host a workshop and offered to allow participants to bring in their own equipment if they had questions or concerns related to something specific. He suggested a

Saturday morning 8:30-12:30/9:00-1:00 with 10-12 participants, who would not take part in any cutting or splitting, Eric would demonstrate only. As of June, they are very busy. Scheduling would have to be discussed and planned. The cost for a workshop is generally \$60 per participant. He offered to conduct this for 10-12 people at group rate of \$360.00

b. PEI EMO Emergency Preparedness

Councillor Taylor contacted Dakota Murray who said that he and/or PEIEMO staff could do a presentation(s) at the hall -either standard or tailored on a weekday evening or Saturday morning, with a couple of week's notice. They require a screen and there would be no cost.

c. Generator Maintenance, Operation, and Use

Ideally people from different sectors, such as the Fire Marshall's Office/Fire Department, electrician, small engine repair tech, etc.) could present an information session, with care that it not be a "sales pitch". The presenter could/would cover general aspects of generator use and care.

iii Personnel Committee

- a. The **CAO contract** still needs to be developed.
- b. An employee **Code of Conduct** also needs to be developed.
- c. **Summer Student Hiring** – There is an interview scheduled for May 18 for the CAO's assistant. Caroline Mader, a 3rd year kinesiology student has been hired for the park, but as she is substitute teaching, she will have a later start date. She will likely be hired through the Canada Summer Jobs program.
- d. **Abuse Policy** -Staff and council need to sign the acknowledgement page for the policy. The insurance company asked for confirmation in writing that the abuse policy is reviewed annually and signed off by staff
- e. **Joy MacIntyre** has decided to volunteer in the office until the summer student is hired.

iv Finance/Payment of Accounts

- a. **Remittance** –Remittances were paid for April 2023.
- b. **Reports and Payment of Accounts** – The draft financial statements for April were reviewed, although it was noted they had not yet been reconciled to the bank statements. Income for the month from grants, taxation and activities was \$35,612, with \$1000 in income from development fees. Expenses were administration -\$6261, \$914 in facilities and public property, \$21,286 in fire protection, \$302.51 in emergency measures, \$577 in community development, \$3286 in professional services and memberships, and \$932 in recreation and parks, for a net income in May of \$3053. The balance sheet, as of April 30, 2023, showed current assets of \$709,123, capital assets of \$45,249, and other assets of \$19,520. Current liabilities total \$325,827, and include over \$285,000 of deferred revenue. Total equity is \$448,065.
- c. **Investments** –Funds were moved into investments as approved at the April Council meeting.
- d. **Annual Expense Return (AER)**– The AER was submitted to the Province.
- e. The **Audit** has been booked for July 5-6 with MRSB.

9. REPORT FROM CAO – The CAO began a “Lead the Shift” course, focusing on EDI (equity, diversity, and inclusion) and anti-racism. She submitted the report for the New Horizons for Seniors grant report, completed the AER, sent regular email updates with events, worked on the provincial grant application for the hall elevator project, applied through the hall for grants from Rotary and FCC grant, and a micro anti racism grant. The CAO began advertising and hiring students, attended the FPEIM annual meeting and webinars on the ParticipACTION Community Challenge, Special Events and User Groups: Occupiers’ Liability, Contractual Risk Transfer and Creating Best Practices for Municipal Spaces, and a Rural Transit webinar. Plans are underway for the car show. Items and activities that require attention include the ParticipACTION Community Challenge, Canada Day, Code of Conduct Policy for Employees (s 86-2-f) and Terms and Conditions of Employment (section 95); EMO radios, the park EV project application, lease for the pasture, organizing seniors activities, GST rebate, and making an action plan from the strategic planning session.

10. RECOMMENDATIONS FROM THE PLANNING BOARD

1. Permits Issued since last meeting

- a) **Permit 2023-07** was issued on 04/26/2023 to PID 281386 at 279 New Glasgow Road-Rte. 224 for the demolition of a vacant single-family dwelling (MP-1201).
- b) **Permit 2023-08** was issued on 05/03/2023 to PID 675868 at 621 Crabbe Road, Rte. 256, Springvale to construct a detached garage (MP-1203).

2. Appeals

Application MP-1180 was denied on October 5, 2022 to PID 700443 to sell cars on the property. IRAC has scheduled a compulsory Alternate Dispute Resolution session for June 1, 2023 at 1:30 p.m. Lawyer Curtis Doyle will represent the municipality.

3. Enforcement

- a. The April 10, 2023, deadline the municipality set to receive the site drainage plan for PID 283085 has passed without receiving the required documentation. A letter was received from the developer’s legal counsel and Coles Associates, noting they did not feel a drainage plan was necessary as they intend to submit an application for a commercial development. The legal team is commencing action.

Motion 2023:53 – Moved by Councillor Jamie Taylor, seconded by Councillor Rosemarie Ramsay **that Council move to a closed meeting, under the authority of the Municipal Government Act, section 119. (f) to discussion the conduct of existing or anticipated legal proceedings.** Motion carried, 4-0 at 8:58 p.m.

Motion 2023:54 – Moved by Councillor Jamie Taylor, seconded by Councillor Rosemarie Ramsay **that Council return to an open meeting.** Motion carried, 4-0 at 9:02 p.m.

4. Applications in progress

More information is required in most instances for the following:

- a. Application #MP-1196- **PID 281634** - to construct a house on the South Winsloe Road on the parcel.

- b. Application #MP-1195 to construct 23 new single unit dwellings at PID **444232**.
- c. PID **901769** – for a single unit dwelling and private garage.
- d. PID **283739** -Final approval for the next two phases of subdivision

The applicant approached the municipality regarding the additional fees the City wants to charge to upgrade the lift station. He had contracted a private firm that determined that the lift station didn't need any upgrades as the system could support the additional use of water for the proposed subdivision, but the correctional facility was not included in the report. The City re-evaluated and are charging him 77% of the cost of upgrading the lift station. It is believed the developer already has a deposit lodged with the City. The province may be underrepresented in the new evaluation with the addition to the correctional facility. The pipes have been tested and it is believed they have no leaks. The CAO has spoken to Kent Dollar about the issue.

- e. Application #MP-1182- PID **700443** - Rezone from Agricultural (A1) to Commercial (C1)
- f. Application #MP-1198-PID **283325- Lot revision and Rezoning.**

An application was made to append a 1.83-acre portion of 658799 (A1) to the commercial property 283325 (1.12 acres) to increase the existing parking lot. Currently 0.45 acres of 658799 is used for parking. The new portion was originally requested to be rezoned to Commercial. The existing use of 658799 is Agriculture with a single-family dwelling; PID 283325 is zoned Commercial with an Autobody shop (non-conforming) and residence. Access would be via the existing driveway from Rte 2 onto property 283325; no new access is required. With respect to an existing Non-conforming Use, Clause 4.13. 5 states that “*No Intensification of Use shall be made while a non-conforming Use of the Lot, Building or Structure is being continued.*” and 6. “*No increase in Lot Area or Floor Area occupied by the non-conforming Use shall occur while a non-conforming Use is being continued.*”

Under this clause it is not possible to expand the lot area for a non-conforming use; therefore the application was revised and re-submitted requesting a re-zoning to Industrial (M1). .

Clause 8.2.1 Official Plan - Non-Resource Commercial and Industrial Policies -It shall be the policy of Council to continue to support existing non-resource commercial and industrial uses within the Rural Municipality and to encourage the reasonable growth of those business, while permitting the limited approval of new non-resource commercial and industrial uses in order to minimize the loss of primary resource lands to non-resource commercial and industrial uses in accordance with subsection 63(10) of the Planning Act Subdivision and Development Regulations.

Plan Actions: CI-1 The Development Bylaw will only permit the expansion of existing non-resource based commercial and industrial land uses where the proposed development will not involve the loss of existing resource land for a non-resource use.

8.2.5. Industrial Zone Policy

It shall the policy of Council to establish a zone on land designated for industrial uses.

Plan Action:

*CI-7 The Development Bylaw will establish a Light Industrial Zone (M1), which **shall be applied in areas where non-resource based industrial uses are already in existence**.*

0.45 acres from the portion of PID 658799 that is proposed to be consolidated with PID 283325 is currently used for parking, while 1.38 Acres is used for Agriculture (horses), and would be lost to a non-resource commercial use. Vehicles are currently being stored on other portions of 658799 and 458190 and 283317, which are under the same ownership as 658799 and 283325. If all the vehicle parking were to be consolidated at the back of the proposed new portion of 283325, and the present excess parking returned to agricultural/resource use, along with a required buffer zone, there may not be a significant net loss of agricultural land.

The intent of the application is to allow the vehicles parked in the front of the business to be moved to the rear, significantly improving the curb appeal of the property. A substantial hedge would screen some of the new parking area. There is a precedent of residential property close to CMP. It was suggested that the municipality investigate if it would be possible to put restrictions on the property, for example, a condition regarding future use, or additional buildings to contain sandblasting.

If the property were rezoned to Light Industrial (M1), it would come into compliance and could expand. A buffer zone is required between the Light Industrial Zone and Agricultural Zone. There are two dwellings close to the boundary line that could be affected by the change of use. There is a residence on the western boundary. The applicant would plant and maintain a buffer/spruce hedge.

A rezoning requires a public meeting with notification to neighbours within 500 ft. If the zoning were changed to M1, then other industrial uses would be permitted as-of-right in the future. Permitted uses in the M1 zone include activities permitted in the C1 Zone, activities connected with an Automobile Shop, Automobile Service Station or repair shop, Concrete Plant, Contractor's Yard, Farm Machinery and Heavy Equipment Depot, Dealership and Repair Shop, Food Processing, Manufacturing and assembly, Restaurant or Cafeteria, Storage of Sand and Aggregate, Transport Operations, including trailer storage, Warehousing, Wholesale Operation, Wind Energy Facility, and Accessory Buildings.

At the May 4, 2023, planning board meeting, the Development Officer recommended, and Planning Board agreed, that if a revised request to re-zone to M1 were received, that Planning Board and Council hold a public meeting. A revised application was received on May 9.

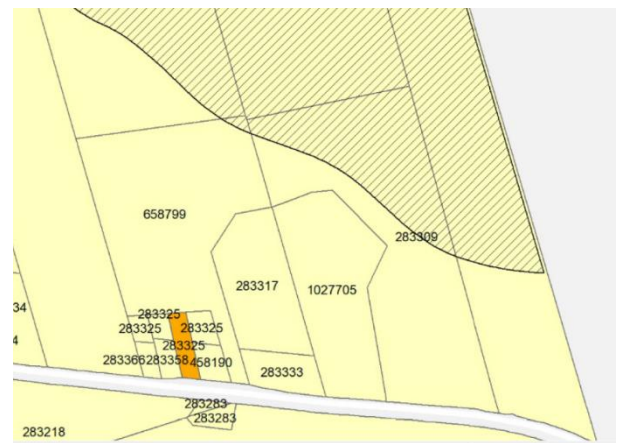
According to the Bylaw (3.16), Planning Board and Council shall consider the following criteria when reviewing an application for a variance in excess of 10% or a bylaw amendment, as applicable:

- a) Conformity with all requirements of this bylaw
- b) Conformity with the Official Plan
- c) Suitability of the site for the proposed Development

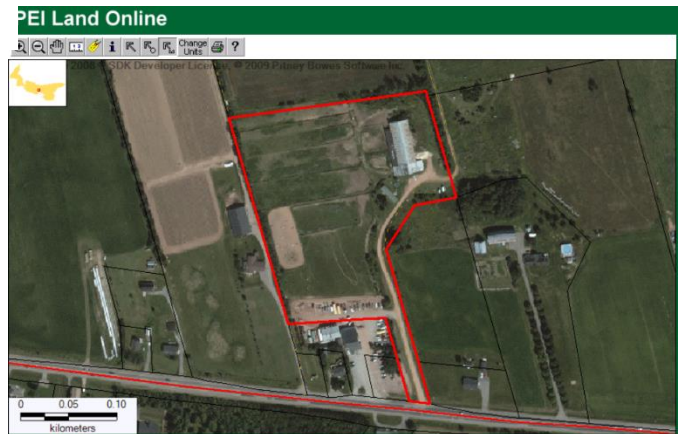
- d) Compatibility of the proposed Development with surrounding land Uses, including both existing and other permitted Uses.
- e) Comments from residents or other interested persons
- f) Adequacy of existing or proposed water supply system, Sewerage Disposal System, road access, storm water management, electrical services, Parkland for accommodating the Development, and any projected infrastructure requirements.
- g) Impacts of the Development on pedestrians and vehicular access and safety, including public safety generally.
- h) Compatibility of the Development with agricultural, environmental, scenic and heritage resources
- i) Impact on municipal finances and budgets
- j) Other related provisions in this bylaw
- k) Other matters considered relevant by Planning Board or Council.



PID 283325



Motion 2023:55 – Moved by Councillor Jamie Taylor, seconded by Councillor Leo Doucette that Council proceed to hold a public meeting to gather input on Application 1198 regarding a rezoning of PID 283325 and a portion of PID 658799 to Light Industrial (M1) on Tuesday, May 30 at 7:30 p.m. Motion carried, 4-0.



PID 658799

5. Other

Councillor Doucette inquired about farmland buffers for spraying, since many tree lines have been severely affected after Fiona. The province regulates spraying, and it is believed it is dependent on wind speeds. The province may have some program that will help replant hedgerows.

- vi. **Architects Act Declaration Form** -The municipal office has still not received a response from the PEI Architects Association regarding the draft revised Architects Act Declaration Form.
- vii. **Conflict with Planning Board and Cornwall and Area Watershed Group Meeting Dates** - Planning Board now intends to meet the first Thursday of the month, when meetings are required.

11. INQUIRIES BY MEMBERS OF COUNCIL

12. OTHER

Councillor Ramsay noted that she had recently completed the provincial Food Handling course.

13. INTRODUCTION AND READING OF BYLAWS

There were no bylaws to review.

14. ADJOURNMENT

There being no further business, Mayor Parker adjourned the meeting at 9:12 p.m.

Mayor

CAO

June 21, 2023

Date approved

Next Meetings:

Regular Council Meeting- Wednesday June 21 at 7 p.m.

Committee Meetings – Planning Board – June 1 at 7 p.m.