

**Rural Municipality of Miltonvale Park Council
MINUTES**

Milton Community Hall

7:00 p.m. Sept 20, 2023

Present: Mayor Hal Parker, Councillors Paul Poole, Spencer MacDonald, Jamie Taylor, Andrew Frizzell, Leo Doucette; and CAO Shari MacDonald

Regrets – Councillor Rosemarie Ramsay

1. CALL TO ORDER

Mayor Parker called the meeting to order at 7:00 p.m.

2. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

3. APPROVAL OF AGENDA

Councillor Taylor requested the floor at the beginning of the meeting to acknowledge all the time, effort and dedication CAO Shari MacDonald had invested into the Milton Hall Elevator and Renovation project which was put on hold at the September 18, 2023 meeting.

Motion 2023:78– Moved by Councillor Spencer MacDonald, seconded by Councillor Leo Doucette that **the agenda be approved**. Motion carried, 5-0.

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS

There were no public presentations scheduled.

5. ADOPTION OF MINUTES

Motion 2023:79 – Moved by Councillor Spencer MacDonald, seconded by Councillor Leo Doucette that **the minutes of the Regular Meeting on July 19, 2023 be approved with the correction of several typos**. Motion carried, 5-0.

6. BUSINESS ARISING FROM THE MINUTES

- i. Hall Elevator and addition** – Two bids were received on August 29, and a post tender addendum was circulated with two responses received by the September 15th deadline. Council held a special meeting September 18, 2023 and decided to not accept either tender. The architect notified the bidders. ACOA has been unofficially notified that the project is on hold. It is expected that the funds will need to be returned. The Province will be notified as well as the Enabling Accessibility Fund, which had been in the process of being extended, as its deadline was approaching. The \$200,000 which had been allocated from the Canada Community Building Fund will need to be reallocated and the Capital Investment Plan updated. Money will need to be returned to the Province, and it will need to be determined if expenses since the last ACOA claim are still eligible to be claimed.

- ii. **Crabbe/MacKenzie Roads-** Flashing stop signs were erected on these roads over the summer. A section of the Rustico Road along that area was also graded to improve the drainage, although a section further north along Rte. 7 may have been more problematic.
- iii. [EV charger](#) - The CAO is still waiting for the electrician's estimate for electric vehicle chargers. Several other electricians were suggested: Brad Holden, Mike Kyle or Ricky Cudmore.
- iv. **Leaky Toilet Brochure** – The municipality still has to distribute the brochures. Warren Grove purchased 200 of the 1000.
- v. **Bus Stop** – The bus route with the stop at the Milton Community Hall will continue throughout the winter, but has been reduced, twice a day in each direction from Monday -Friday between Charlottetown and North Rustico.
- vi. **Speed Sentry signs** –Provincial staff installed the two speed sentry signs on Rte 7 and are planning to install the third sign along Rte. 2. The signs were activated by the Province, but not programmed. Councillor Poole has been trying to program the signs, but has had computer issues. It was suggested that the maximum speed signs be posted close to the new signs, and that the sign on the Crabbe Road be switched back to the other side of the road, possibly further down the hill to have maximum effect where there are residents. There is concern that the sign nearest the hall may be damaged in the winter by snow plows, and it was suggested the signs be removed for the winter season. They are designed to be installed on a round post; however, the province has been installing them on two smaller posts.
- vii. [Immigration Matters](#) - Welcoming Week was September 8 -17, 2023. No activity was arranged in the municipality.
- viii. **Civonus Policy-Making** - Robert Hughes has not yet arranged a visit with the Mayor and CAO regarding his municipal decision-making tool.
- ix. **Gender | Equity | Diversity | Inclusion and Community Enhancement Program**
An application was made for a drag brunch, story time, workshop/round table, and Outrageous Bingo.

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 the Federation of Canadian Municipalities.
- ii. **EMO** – The office received weather and status updates for Hurricane Lee and request to report any impacts, as well as food safety messaging for power outages for Reception Centers.
- iii. The Premier invited municipal representatives to the ceremony for **Treaty Day** on Sunday, October 1, 2023 at 10:00 a.m. behind Shaw Building.
- iv. An invitation from the Premier was received for the ceremony for **National Day for Truth and Reconciliation** on Saturday, September 30 at 11:30 a.m. at Shaw Building.
- v. **L'nuey** extended an invitation for the **Treaty Day Mawio'mi** on October 1, 2023 to celebrate the Mi'kmaq people, their rich culture, heritage, and the enduring relationship between the Mi'kmaq and the Crown from 12:00 p.m. - 5:00 p.m. at the Eastlink Centre.
- vi. **fasdNL** requested Miltonvale Park proclaim September FASD Awareness Month Fetal Alcohol Spectrum Disorder (FASD) Awareness Month.

- vii. **1973 Newspaper** – Resident Dean MacQuarrie gave a 1973 Guardian Patriot – 100th centennial edition to the municipality, and may have other historical clippings
- viii. **Dog Control** – The province was seeking comments on the new Dog Owner’s Act until mid-September. Leisa Smith, Meadowvale Community Manager, contacted the municipality concerned about loose dogs in Milton Station as she was unable to get assistance from the RCMP or Humane Society. She asked what rules the municipality had, and asked if the municipality would address this, as it is a constant issue in the mini home park. The Development Officer responded to her email. The office also received an email from a resident in late July concerned about a dog left outdoors which barks almost constantly all day and late into the evening. The CAO responded that municipality doesn't have any animal control bylaws; therefore, doesn't have the authority over animals. Within a municipality, section 1 and 11 of the [Dog Act](#) do not apply. The Dog Act doesn't appear to address barking dogs, only dangerous or loose dogs. PEI's [Animal Welfare Act](#) may address barking dogs, if they are tethered. The CAO passed along contact information for an Animal Protection Officer to report suspected cruelty for companion animals: 902-892-1190 ext. 21 or after hours, call 902-892-1191 or email apo@peihumanesociety.com with the subject line “ATTN: Animal Protection Officer”. A councillor noted a concern with the Dog Act as it appears if an animal is distressed or injured it might be put down. If the municipality were to develop an animal control bylaw, it would have to be enforced. About a decade ago, the cost to engage the Humane Society for enforcement was about \$9,000 annually. The municipality receives a dog concern approximately every two years.
- ix. **Banff Management Course- [Skillfully Influencing Others, Effectively Managing Self](#)** takes place on October 17-20, 2023 at a cost of \$2995.
- x. **Code of Conduct** – Lawyer Perlene Morrison, from Stewart McKelvey sent an update concerning the Code of Conduct Regulations that were enacted earlier this year and noted the Bylaw will need to be amended to comply with the new regulatory requirements.
- xi. **Atlantic Infrastructure Management (AIM) Network** offers an online asset management training program. There are five online, 6-to-9-hour comprehensive workshops presented through video modules, help desk support and templates, where municipalities use their own data to build a personalized AM program, learn how to implement better AM practices and improve capacity. The cost is \$250/course or a discounted rate of \$575. Offered by (AIMNET) [Enrolment information](#).
- xii. Matt Langille from the Department of Transportation requested that, as the Province wanted to take over **Phase 1 & 2 road (Applecross Avenue)** at the same time in the MacRae subdivision, the entire road be subdivided. This was approved at the September 18, 2023 special meeting.
- xiii. Ernie Coles provided a [quotation](#) from EverLine and a request that the **tennis/pickleball court** be resurfaced. The pickleball players would be able to make a contribution towards re-surfacing. This would likely be eligible for the Canada Community Building Fund (CCBF).

Motion 2023:80 – Moved by Councillor Spencer MacDonald, seconded by Councillor Andrew Frizzell that **the Rural Municipality of Miltonvale Park move forward with resurfacing the Tennis/Pickleball court and reallocate funds from the Canada Community Building Fund**. Motion carried, 5-0.

- xiv. Intact is presenting a [Building the bridge- how to earn trust of citizens webinar](#) on September 26, 2023. The CAO has registered.
- xv. **Youth on Board** -An application was submitted to the Youth on Board program to allow a youth to shadow the Council for five meetings from November-May, for an honorarium. Council had agreed to apply in 2022, and the deadline to apply occurred before the Council meeting.
- xvi. Governance Solutions is presenting a webinar at noon on October 20 about [Strategy vs. Culture: The Power of Fusion in Your Leadership Role](#) for \$230.
- xvii. Lori Mayne, FPEIM Communications Officer, is planning a **municipal visit** to meet with the mayor and CAO to learn highlights of recent initiatives and take photos around the municipality.
- xviii. **FPEIM** forwarded a request from a municipality to ask if any other municipalities have anything specific in their bylaws to deal with **pest control**, specifically rats, and enforcement.
- xix. FPEIM circulated information on a free **Fostering Resilience in Women Municipal Leaders** workshop, September 23, 9:30-3:30 at the Charlottetown Library. Activities include community resource presentations; a workshop on grant writing; discussions about challenges and success stories; and Patsy Beattie-Huggan, coordinator of the Atlantic Summer Institute, speaking on upstream policy development for mental health.
- xx. FCM Voice advised of a [Webinar](#) for **municipal building energy performance** on September 12, 2023.
- xxi. [FPEIM](#) and the [Canada Revenue Agency](#) are hosting a free series of webinars on specific **GST/HST** topics that relate to municipalities. The webinars will be led by Michael Monk, from the agency's GST/HST and Digital Compliance Directorate. Sept. 13, 1-2 pm: [Taxable and Exempt Supplies](#); Oct. 4, 1-2 pm: [Input Tax Credits on Capital Properties](#) and Nov. 1, 1-2 pm: [Public Service Bodies' Rebate](#).
- xxii. The deadline for the **New Horizons for Seniors** Program (NHSP) Community-based Stream 2023-2024 is September 28, 2023, at 3:00 p.m. ET. Information is on the [NHSP Funding Page](#).
- xxiii. Philip Jefferson asked if the municipality might begin a [Private Stump Removal Rebate Program](#), similar to what Charlottetown recently announced. The municipality had no plans, nor funding for stump removal.
- xxiv. [Patience Farley](#) contacted the municipality to share that **Upcycle Green Technology Auto Shop Inc.** is restoring old gas cars and then electrifying them to extend their lives as zero-emission vehicles. Their **Community-Shared Vehicles Program** lets municipalities integrate one of these very eco-friendly cars into their fleets, while significantly reducing associated costs. Municipalities can rent cars, made on PEI which are twice as environmentally friendly as current electric vehicles. When the car or truck is not in use, it can be rented to residents. A 3- hour daily rental (at \$13/hour plus \$0.30/km) would offset the rental cost, which includes insurance. A 'Town Halls & The Community Shared Vehicle' app is available, to customize rates, reserve vehicles, and take payment.
- xxv. **PEI Alliance for Mental Well-Being** is holding four workshops for those applying [grants](#) which focus action for positive change on September 14, 28, October 3 and 19.
- xxvi. FPEIM shared information on [Human Trafficking 101 training](#) offered by the Provincial Human Trafficking Committee on September 25 or 26 from 8-3:30 at the Rodd Charlottetown Hotel.

- xxvii. FCM Voice seeks [nominations](#) for a **Municipal Trailblazer**, an exceptional local leader who is improving their community before September 15.
- xxviii. There was a webinar on September 12 about **Enhancing municipal buildings with energy efficient systems**.
- xxix. Curtis Lumsden, PEI Infrastructure Secretariat, noted that the deadline for the submission of **Capital Investment Plans** (CIP) for the Canada Community Building Fund (CCBF) is Friday, October 20th, 2023. Applications should be submitted for review to cslumsden@gov.pe.ca prior to mailing hard copies. This is the last year in this 5-year term for the CCBF. Any unspent funding will be moved forward, for an unknown time frame. It is expected the next term of the fund will have a focus on housing. Council has \$200,000 to re-allocate from the Hall renovation project. There will be no general project intake for the Municipal Strategic Component (MSC) funds which are committed except for MSC applications for Land Use Plans and Bylaws. The deadline for submission to the MSC is September 29, 2023.
- xxx. **Iris Communications & Public Affairs** reached out to offer their communication services, including issues management and crisis communications, media relations, social and digital media management, public affairs and advocacy, stakeholder engagement, change management, and internal communications. Their team worked with NS municipalities during the recent wildfires. DDelaney@IrisComms.ca.
- xxxi. The Government of Canada is seeking [applications](#) from qualified Canadians to fill vacancies on the **National Seniors Council**.
- xxxii. Planner Samantha Murphy advised the municipality that [changes](#) to regulations under the **Renewable Energy Act** give the province clear authority to issue development permits for renewable energy developments. It was recommended that the new regulations be reviewed to note any implications for planning.
- xxxiii. **Housing Accelerator Fund** (HAF) applications that were begun before Friday, August 18 had the deadline extended to Friday, September 29 for Small/Rural/North/Indigenous communities.
- xxxiv. The CAO received a call on August 16 from a **Confederation Trail** user who reported piles of manure located close to the trail and that the ditch by the trail was full of liquid manure, approximately 0.5 km from the Loyalist Road (about halfway between the road and the first bridge) for several months. The CAO contacted the province and was directed to Dwight Thompson, manager of agriculture regulatory services. The resident called again recently, and the CAO reached out again to Mr. Thompson, but there has not been a response yet.
- xxxv. [EcoNova Education](#), a federal environmental and climate education non-profit organization is having a [climate song contest](#) for Canadian youth (12 to 21 years old) until September 30, 2023. Awards include \$500, technical equipment, and a professional recording of their song.
- xxxvi. **Emergency Preparedness/Management, Water Management, Flooding** - AET Group Inc. is an environmental consultancy firm based in Kitchener, ON and carries out lot-level assessments for homeowners as part of the Home Flood Protection Program (HFPP). AET has written a [research paper](#) about flooding in Canada and how policies and practices are weakening the natural barriers against flooding. For more information, visit their [website](#).
- xxxvii. The **FPEIM Newsletter** highlighted the Communication visits with Lori Mayne, the AMAPEI meeting; Grants and Programs (*Reception Center Resiliency Fund, Housing Accelerator Fund, Climate Change Adaptation Program, PEI Alliance for Mental Well-Being – Focusing Action for Positive Change Grant Program, 211, Local Government Levers for Housing Affordability Toolkit, Center for Rural Economic*

Development, Rural Transit Solutions Fund) and Events – including **Crisis Communications for Municipalities: Webinar Series** -[Intact Public Entities](#) and [Alchemy Communications' series of webinars](#) to help municipalities handle communications during a crisis. Sept. 26, 12-1 pm: [Building the Bridge: How Your Municipality Can Earn the Trust of Its Citizens](#) and Dec. 5, 12-1 pm: [Worst Case Scenario: Creating an Effective Crisis Communication Plan for Your Municipality](#);

- xxxviii. **FPEIM Semi-Annual Meeting** -[The Federation of PEI Municipalities](#) will hold its Semi-Annual Meeting in Summerside on October 14. The meeting will include workshops, discussions, a short business portion, and networking with municipal leaders from across Prince Edward Island.

Motion 2023:81 – Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald that **the Rural Municipality of Miltonvale Park allot up to \$400 for municipal representatives to attend the FPEIM meeting on October 14.** Motion carried, 5-0.

Mayor Parker and the CAO expressed interest in attending and Councillor Ramsay may also be interested.

- xxxix. **Ditches** – A Miltonvale Park resident who lives on Lower Malpeque Road near the City boundary contacted the office to see who was responsible for cutting the very long grass in the ditches in her area. The CAO relayed her concerns to the Province.
- xl. Dr. Sobia Ali-Faisal and BIPOC USHR invited all Black, Indigenous and People of Colour Communities on PEI to share their personal lived experiences of **racism** in a [survey](#).
- xli. The **Live Well PEI website** has been designed to support communities across PEI to 'live well' by providing information and resources that promote health and prevent chronic disease. The CPHO was seeking feedback on it from groups on PEI.
- xlii. [Recreation PEI AGM Notice](#) was circulated before their August 22, 2023, meeting at Credit Union Place in Summerside. The agenda included a Dome tour, review of the Anti-Racism Charter, facility roundtable & recreation programmer round, lunch, awards and AGM.

8. **REPORTS FROM STANDING AND AD HOC COMMITTEES**

i. **Environment and Community Living**

- a. **Watershed** – Councillor Taylor noted that the Cornwall and Area Watershed Group had met on August 9, 23, and September 13, where they addressed housecleaning issues, and bylaw revisions. The dredging for Coles Pond and Hyde Point was put on hold until 2024 to resolve issues with landowners.
- b. **Projects**
- a. **New Horizons for Seniors (2023-24)**– The “PEI Through the Years” project held an eastern bus tour July 26 with 20 people visiting Roma, Elmira and the Basin Head Fisheries Museum. A western bus tour on August 24 saw 40 people enjoy a visit to Eptek Center, Green Park, Lennox Island and Backwoods Burger. A Lunch and Learn for 30 was held with Dutch Thompson on September 7. A

Lunch and Learn with Peggy Chen about moving to PEI from China is September 21. Summer student Tanner MacKinnon organized a cricket event for September 2, but no one attended. Margaret Prouse held two foods presentation – with Irish and Acadian influences. Activities left in the project include three Lunch and Learns, a basket weaving workshop, mindfulness session, speaker on an Indigenous topic, four dance classes, two walks on heritage roads of PEI, a concert celebrating Black culture, three book club meetings, and four more food presentations: Oct. 17, Nov. 21, Dec. 6, and Feb. 6, 2024.

- b. **New Horizons for Seniors Program (NHSP) Community 2024-25** - The CAO and Caroline Mader are working on a [project](#) about movies, and connecting favourite movies to activities, for the September 28th deadline.
 - c. **PEI Seniors Secretariat Funding 2023-24** – An application was submitted for \$3940 for “**Miltonvale Park – Senior Matters**” and a grant of \$2100 was approved. The municipality is still waiting for the contract, and can likely alter the scope to reflect the reduced funding. There was a senior friendly budget recipes presentation held on August 30 for 14 people. Other activities in the application were 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 will also organize a Seniors Health Fair, including a presentation from Home Care, a pharmacist, a dietitian, and a physiotherapist/ occupational therapist, a cooking demonstration and tasting events with recipes for one or two, and a series of ten art classes.
 - d. **Community Meals & Meal Boxes** – The application to the Island Community Food Security Program was approved for reimbursement at 100% of the eligible expenses, to a maximum of \$10,000 for six meals (for 125 people each) and three food box giveaways, totalling 100 food boxes.
 - e. **Active Transportation (AT) Plan** – The municipality has not yet received the draft AT plan from Nadine Lowes at the Glenn Group. The CAO has been reaching out.
 - f. [PEI 150 Celebration Fund](#) - Two projects were funded and completed, and summer student Tanner MacKinnon was assigned the task of compiling the financial reports for the **antique vehicle show** and **Canada Day** but did not complete this.
 - g. **Canada Day** –The CAO submitted the report to Canadian Heritage.
 - h. **Halloween** – Council discussed municipal Halloween activities and will continue the drive thru treat bag giveaway. Giant chocolate bar bingo was also suggested.
 - i. **ParticipACTION** - Tignish won the Community Challenge for PEI, and Miltonvale Park finished as a finalist again. Tanner has not yet purchased a plaque for those who walked more than the mayor from the past few years.
- d. **Activities**
1. **Yoga** takes place on Tuesdays at 8:30 a.m. for mat and 10:00 a.m. for chair classes.
 2. **Exercise** with Michele Gallant started again September 18 with 15 people. Classes will continue Mondays and Fridays at 9 a.m. The cost is \$70 per class to instructor, and \$6 for participants.
 3. **Pickleball** – Pickleball held a successful tournament at the park on August 12. The pickleball group is very eager to have a new coating applied on the courts and would contemplate a fundraising/donation campaign. Council approved this purchase which should last 4-8 years.

4. **Cricket** – No one attended a Labour Day weekend “Learn about Cricket” event Tanner organized.
5. **Baseball** – is over for the season. The Charlottetown Area Minor Baseball Association will be invoiced.
- e. **Park** – There were successful activities in the summer. The park sign that broke in Fiona was re-erected recently but should be replaced for next year. A large tree fell between the parking lot and tennis court during post-tropical storm Lee. Additional pea gravel was placed around the playground equipment as was necessary for playground safety. The buddy bench was constructed and painted. Spruce Grove was hired to mound the flower bed by the park entrance. The garden was successful and the weed barrier was very useful.
- f. **Community Pasture** – The CAO still needs to prepare a pasture lease for Earl Hambly.
- g. **Community signs** – A new Welcome sign installed on Rte. 2 in Springvale. Three new signs were ordered and received: one for Rte 7&2, one for the entrance to North Milton from Oyster Bed Bridge and one to hold in reserve.
- h. **APM Centre** – The annual general meeting is scheduled for Wednesday, October. 18 at 7 p.m. at the APM Center. The CAO reached out to ask Sheila Curtis if she is interested in continuing to be the board member for Miltonvale Park.
- i. **Transit** –The new [Northern](#) bus route is expected to continue year-round from Rustico-Charlottetown on Monday to Friday. The bus stops at the Milton Hall twice daily in each direction.
- j. **Trees** -The municipality has not applied for any funds for tree-planting. The 2 Billion Trees fund may reopen in the fall.
- k. **Housing and Solar** – The CAO recently met Minister Stephen Myers who was interested in hearing more about the possibility of solar panels at the landfill or housing on the pasture land.
- l. **Safety** – The CAO was visited on September 19 by a gentleman from Crooked Creek Road who had his barn broken into and \$2500 worth of tools stolen recently. He asked if the municipality would ask the RCMP to publicize areas where there have been break-ins, or if there was interest in a Neighbourhood Watch-type group. Information will be circulated on social media to remind people to lock up and be alert. He suggested people be reminded to mark tools, record serial numbers and install solar motion lights.

iii. **Emergency Measures**

- a. **PEI Disaster Financial Assistance Program for Municipalities** – The application is due by fall 2026. The application will be sent after all invoices are received from Brad Coles.
- b. **Radios** –The purchase of radios was referred back to the EMO committee which hasn’t met recently. New estimates were received from Hi-Tech for satellite radios and a lease. Satellite radios allow 2-way text and have monthly fees. They are fairly expensive, and the charge for minutes can also be expensive. It was suggested that perhaps the municipality could piggyback on the Fire Department repeater on the Town Hall in Cornwall, although the space is very limited. The St. John’s Anglican church steeple was also suggested.
- c. **Generators** – An email was received from Anson Grant, chief of the North River Fire Department (NRFD) who has obtained a number of 4000-watt generators from the Province after Hurricane Fiona. The NRFD would like to provide these free of charge to community halls or potential gathering places for

another weather event such as Fiona. Communities would assume all responsibility and the NRRFD will not be responsible for warranties, or damage or injury that may be caused by improper use. The municipality would also need to have an agreement developed for those who would be using the generators and arrange storage for them. They could be covered with golf umbrellas when operating to help them stay dry. The public would need to know they were available, and simple operating or set up instructions should be shared.

Motion 2023:82 – Moved by Councillor Paul Poole, seconded by Councillor Jamie Taylor that **the Rural Municipality of Miltonvale Park request up to six generators from the North River Fire Department.** Motion carried, 5-0.

- d. **Red Cross** - A Red Cross representative is visiting the hall on Friday, September 22 at 11 a.m. to evaluate the Warming Center.
- e. The **Council generator** at the Milton Community still needs to be levelled and secured. Councillor Doucette could provide some equipment. Gravel would need to be available. There has not been a hall meeting since the Council Meeting to ask for approval to construct a cover for the generator.
- f. **Possible Emergency Preparedness Workshop Opportunities**
 - a. **Chainsaw maintenance, operation and safety** may fit in with Milton Hall's MVP project.
 - b. **PEI EMO Emergency Preparedness** – The hall organized a presentation on July 17 on emergency preparedness. EMO staff left a box of emergency preparedness guides for distribution.
 - c. **Generator Maintenance, Operation and Use** - It was also suggested that John from Chandler's Motors might do a talk on generators. This may also be a session that the hall's MVP Project could host.

iii Personnel Committee

- a. There is still not a **CAO contract**.
- b. **Code of Conduct** -The Council's Code of Conduct bylaw needs to be revised, and an employee code of conduct created.
- c. **Summer Students** – Demilade (Joshua) Shokunbi was employed at the park from July 27-Sept 2, through a Jobs for Youth position. Caroline Mader, supervisor at the park was an exceptional worker and plans to work two days a week for approximately a month. Ruth Awuja was a great volunteer at the park this summer. Tanner MacKinnon was not as productive in the office this summer as the CAO had hoped.
- d. **CAO Assistant** – The CAO intends to apply for employment funding to hire Joy MacIntyre again if possible.

iv Finance/Payment of Accounts

- a. **Remittance** –The remittances for July and August are due by October 15.
- b. **Reports and Payment of Accounts** –The municipality is now able to send e-transfers and the credit card will now be paid automatically. The financial statements to the end of August 2023 were circulated.

Income year-to-date totals \$419,753 including Grants Revenue of \$415,887, Licenses and Permits of \$3,806, and Expense Recovery of \$60. Total expenses since April are \$173,990, and include the following subtotals: Administration -

\$41,056; Facilities and Public Property - \$27,321; Fire Protection of \$42,572; Planning and Zoning - \$5,157; Community Development -\$18,641; Professional Services and Memberships -\$8,961, and Recreation and Parks - \$30,282, for a net income of \$245,763. This does include a \$250,000 grant for the elevator project. Assets total \$1,038,135.

c. The 2022-2023 **Audit** was received from MRSB. Revenues for 2022-23 totalled \$376,031, with expenses of \$338,421, for an operating surplus of \$37,610, and an accumulated surplus of \$474,973. There is deferred revenue of \$274, 905. It was noted there was a capitalization typo on page 9.

Motion 2023:83 – Moved by Councillor Leo Doucette, seconded by Councillor Spencer MacDonald that **the audit for 2022-2023 for the Rural Municipality of Miltonvale Park be approved.** Motion carried, 5-0.

9. REPORT FROM CAO – CAO Shari MacDonald sent regular email updates with events, organized an Association of Municipal Administrators meeting on September 8, and is no longer on the executive, oversaw summer students, completed reporting for the Canada Summer Jobs and Post-Secondary Student Program, and the Business Payrolls Survey, applied for the Youth on Board program, and has been working on the New Horizons for Seniors application. She attended the Women’s Summer Social and visited the Famous 5 display with Councillor Ramsay in Linkletter. Items remaining on the To Do list include reports to Innovation PEI (Canada Day and Car Show), a 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, continue to organize seniors activities, apply for the GST rebate, and complete the Jobs For Youth report.

10. RECOMMENDATIONS FROM THE PLANNING BOARD

1. Permits Issued Since Last Meeting

Permit	Application	Approval date	Address	Parcel	Description
2023-12	MP-1211	7-Jul-23	71 Old Rte.2 Rd, Springvale	1093806	Ground Mounted Solar Panels
2023-13	MP- 1205	07/19/2023	Lot 23-2 Crabbe Road, Springvale	281030	Single Unit Dwelling
2023-14	MP-1212	24-Jul-23	39 Amber Avenue, Milton Station	1539337	Deck
2023-15	MP-1213	9-Aug-23	1183 Rustico Road-Rte 7 North Milton	804872	Ground Mounted Solar Panels
2023-16	MP-1214	10-Aug-23	264 Colville Rd-Rte 9, Springvale	280784	Shed
2023-17	MP-1215	9-Aug-23	678 Rustico Rd-Rte 7, North Milton	790600	Barn
2023-18	MP-1216	11-Aug-23	Lot 23-1 Winsloe Road, Road -Rte 223	1165752	Move and Install a Mini home

2023-19	MP-1196	25-May-22	Winsloe Road, Road -Rte 223	281634	Single unit dwelling
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2. Appeals

- a. The municipality has not yet received an update on the IRAC appeal for application **MP-1180** in which PID 700443 was denied an application to sell cars from the property. The applicants cancelled their appearance at the mandatory Alternative Dispute Resolution session at IRAC on the morning of the session, and had until September 15, 2023, to contact IRAC otherwise IRAC may dismiss the appeal.
- b. **Request for Reimbursement** –The Municipality has received a request for reimbursement related to a permit issued in 2020.

3. Enforcement - Legal action is proceeding against the property owner(s) of PID 283085, who placed fill without a permit and have not completed Application #MP 1199.

Motion 2023:84 Moved by Councillor Spencer MacDonald, seconded by Councillor Jamie Taylor that **the meeting move to a closed meeting under the authority of the Municipal Government Act 119.1.f (f) the conduct of existing or anticipated legal proceedings;** Motion carried, 5-0 at 8:30 p.m.

Motion C2023:85 was approved in the closed meeting outlining instructions to a lawyer.

*Motion C2023:86 – Moved by Councillor Paul Poole, seconded by Councilor Andrew Frizzell that **the meeting return to an open meeting.** Motion carried, 5-0 at 8:55 p.m.*

4. Applications in Progress - In most instances, more information is required to finish processing the following applications:

- a. Application #MP-1195 to construct 23 new single unit dwellings at PID 444232.
- b. PID 901769 – for a single unit dwelling and private garage.
- c. PID 283739 -Final approval for the next two phases of the subdivision. A newer version of the survey plan was submitted. The developer has paid the city for half the cost of the lift station improvement. The City is also looking for an agreement for an easement. The municipality has given preliminary approval for stages 2 and 3, and will grant final approval when the City of Charlottetown’s outstanding issues have been resolved.
- d. Application #MP-1182- PID 700443 - Rezone from Agricultural (A1) to Commercial (C1).
- e. Application #MP-1198-PID 283325 & 658799 - Rezone from Commercial (C1) and Agricultural (A1) to Light Industrial (M1) and lot revision. The developer was asked to contact the Development Officer to move forward with information that was requested.
- f. Application #MP1207 PID 241059 for change of use.
- g. Application #MP 1208 PID 922740 for a single unit dwelling.

- h. Application #MP 1209 PID 280792 for a 1 lot off subdivision.
- i. Application #MP 1210 PID 281790 for a 1 Lot off subdivision
- j. Application #MP-1200 SD 281030 for a 3 Lot off subdivision. Preliminary approval has been granted.

5. Proposed Bylaw and Official Plan Changes

If the Land Use Map is updated to allow rezoning 283325 & 658799 to Industrial, the Planning Board and Council should consider if there are other amendments that should be made at this time, such as amendments to help address the housing crisis.

- i. The planner had noted that the Development Bylaw should be amended where the **Agricultural (A1) zone's permitted uses** are discussed, by deleting "with a Lot Area of 12,140.57 m² (3 acre) or less" from 9.2.1

p.43. 9.2.1. PERMITTED USES 1. No Building or part thereof and no Lot ~~with a Lot Area of 12,140.57 m² (3 acre) or less~~ shall be used for purposes other than ...
- ii. It appears that **renumbering** may be required at Pg 12, section 3.14.
- iii. **Wind Energy** should be reviewed after the Province's recent changes to their powers.
- iv. The office received a query regarding **setbacks** on a lot between Old Rte 2 and Rte 2. The planner noted that section 4.28 takes precedence over 4.4 as it speaks specifically to lot lines rather than street lines, and suggested that section 4.4 be reviewed for clarity.
- v. **Cottages** – An inquiry was made recently to erect approximately four cottages on a property. Currently, a **Tourist Establishment** *means an establishment that provides temporary accommodation for a guest for a continuous period of less than one month, and includes a Building, Structure or place in which accommodation or lodging, with or without food, is furnished for a price to travellers.* A tourist establishment would be allowed in the Serviced Residential, Residential, PURD, and Agricultural Zones, but appears to be limited to one building or structure. The bylaw does not appear to define or allow "cottages." The Development Officer, Mirko Terrazas, also works for the Rural Municipality of North Shore, which is more tourist-focused. Cottages are permitted and the number is scaled to the size of the property. Cavendish allows two cottages to be hooked to one septic system. A second inquiry was received on a property that is for sale re cottages.

Planning Board recommended to Council that Miltonvale Park investigate establishing cottages as a permitted use but this was tabled at the July meeting. Council requested that Planning Board discuss the issue further.

11. INQUIRIES BY MEMBERS OF COUNCIL -There were no further inquiries.

12. OTHER -There was no other business.

13. INTRODUCTION AND READING OF BYLAWS – There were no bylaws to review.

14. ADJOURNMENT

Motion 2023:87 – Moved by Councillor Leo Doucette, seconded by Councillor Spencer MacDonald that **the meeting be adjourned**, and Mayor Parker declared it so at 9:01 p.m.

Mayor

CAO

October 18, 2023
Date approved

Next Meetings:

Regular Council Meeting- Wednesday October 18 at 7 p.m.

Committee Meetings – Planning Board – Oct. 5 at 7 p.m. if required.