

**Rural Municipality of Miltonvale Park Council
MINUTES**

Milton Community Hall

7:00 p.m. June 21, 2023

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

1. CALL TO ORDER

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

2. DECLARATION OF CONFLICT OF INTEREST

Councillor Frizzell noted that he would leave the meeting for any discussion about his application for rezoning and lot revision.

3. APPROVAL OF AGENDA

Motion 2023:56 – Moved by Councillor Rose Ramsay, seconded by Councillor Spencer MacDonald that **the agenda be approved**. Motion carried, 6-0.

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS

Resident Sandra MacDonald had asked to be on the agenda to address the Council; however, did not attend the meeting.

5. ADOPTION OF MINUTES

Motion 2023:57 – Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald that **the minutes of May 17, 2023 be approved with the typos on page 2, 7 and 11 corrected**. Motion carried,6-0.

6. BUSINESS ARISING FROM THE MINUTES

- i. Hall Elevator and addition** – It is expected that the Municipality will soon hear from the provincial [Community Revitalization Program](#) . There will be an additional cost of \$14,500+ HST for architectural, structural, mechanical, and electrical fees to reflect the change in design. When time permits, there will be a community fundraising campaign. The deadline for the Enabling Accessibility Fund project is late September, and an extension for that grant may be required.
- ii. Crabbe/MacKenzie Roads-** The CAO recently contracted Transportation about the possibility of moving the guardrail and some trees on Rte 7 around the Crabbe Road. A right turn lane may also be helpful.
- iii. EV charger -** The CAO is still waiting for the electrician’s estimate for electric vehicle chargers, and will send him another reminder.
- iv. Leaky Toilet Brochure** – The pamphlet for the version shared with Warren Grove has been approved, and the brochures should arrive soon.
- v. Bus Stop** – The CAO has not yet contacted Maritime Bus//T3 Transit regarding a stop in the municipality.

- vi. **Live Well PEI Community Workshop** -Councillor Ramsay attended this workshop on May 24. Community leaders were asked to provide input on how they can be supported in developing health promotion initiatives to encourage healthier lifestyles.
- vii. **Local Food Infrastructure Fund** -The Milton Community Hall applied for a community garden; however, a decision is not expected for 100 days. Council had discussed this project at the Strategic planning session.
- viii. **Speed Sentry Signs** – Three new speed sentry signs arrived on June 16. Two are earmarked for the Rustico Road, with the other suggested to be installed near the Rte. 2 end of the Crabbe Road or on Rte. 2 in the area between Watertight and Councillor MacDonald’s residence. Ideally, they could be installed so they can be moved between several locations.
- ix. **Workshops** – Councillor Taylor attended sessions of “Municipal Matters: Elected Officials Education Series” presented by Intact. He circulated handouts and links to Council members about the sessions on Special Events and User Groups, Minimum Maintenance Standards, and Climate Emergencies. A resource for climate emergencies is <https://www.intactcentreclimateadaptation.ca/recent-reports/> Councillor Taylor also attend **Vital Conversation – Project Wellbeing** with the UPEI Island Studies Institute and the Community Foundation of PEI who are collecting insights regarding well-being and quality of life and a **Community Conversation – To Develop PEI’s Energy Blueprint** hosted by the Department of Environment, Energy and Climate Action, where the focus was on the options available to power and heat the Island. Councillor Taylor attended another webinar with [intact] titled **Learn How to Successfully Navigate Through a Communication Crisis**. Other sessions in that series are “Building the Bridge: How Your Municipality Can Earn the Trust of Its Citizens” on September 26 and “Worst Case Scenario: Creating an Effective Crisis Communication Plan for Your Municipality” on December 5.

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. On May 17, **Atlantic Bug Busters** notified the municipality that although a \$1000 increase had been possible for each of the two areas where insect control is carried out, the additional costs for Springvale/Crabbe totaled \$700, so a \$300 rebate was received. The Loyalist Road required the full \$1000 additional cost, due to the destruction from Post Tropical Storm Fiona in September 2022.
- iii. Peggy Miles, with the **Central PEI Community Navigators**, is leaving her position, and is being replaced by Jamie Martin.
- iv. The Municipality received an invitation from Minister Khera, Minister of Seniors to attend a virtual announcement for the **New Horizons for Seniors Program** on May 23 at 3 p.m. ADT on Facebook.
- v. Municipal audited **financial statements** and the **Annual Municipal Information Return (AMIR)** are required to be completed and submitted to Municipal Affairs by October 15, 2023. The 2023-24 AMIR is [online](#), and is designed to be completed by the CAO when the audited financial statements are available.
- vi. The **Federation of PEI Municipalities (FPEIM)** reminded Councillors of the July 10, 2023 deadline to submit nominations for a Queens County representative on the FPEIM Board.

- vii. **OmbudsPEI** released a guide for municipal governments about closed meetings [Best Practices: A Guide to Closed Council and Committee Meetings](#).
- viii. An invitation was received to [Revivify](#), a free two-day festival, designed to revive and celebrate the human spirit at the Downstreet Dance Studio on July 8-9, 2023.
- ix. **Workers Compensation Board** sent highlights from their AGM and the past year <https://wcb.pe.ca/Information/NewsItem/665>
- x. **Managing Your Municipality's Risks Through Climate Adaptation**, a free workshop to learn how retreat strategies and funding programs can assist in municipal climate adaptation is at the Delta Prince Edward in Charlottetown on **Friday June 23rd, 2023**, from 9:30 a.m. to 2:00 p.m. The workshop includes two presentations: **Preventative and Proactive Adaptation: An Introduction to Managed Retreat for PEI Municipalities** in which Hope Parnham will explore the concept of retreat as a response to sea level rise, coastal hazards, and inland flooding hazards. The provincial Coastal Hazards Information Platform and other data resources will be explained. In **Building Resilience: Proposal Writing for Climate Adaptation Projects**, Matt Delorme will help attendees develop a funding proposal outline, start a roadmap to apply, and learn about funding programs. Register with dfinney@fpeim.ca by June 19th, 2023.
- xi. [Cotton Trust Fund](#) -The deadline was June 16 and no application made. The fund grants up to \$5000 for improvements to public parks at a 50% cost-share arrangement.
- xii. Michele Gallant is running an **8-week program** at the Sea Walk Park in North Rustico, on Mondays and Wednesdays at 10:30am, starting on July 10th. (In rain, classes take place at the North Rustico Lions Club at 1:00 p.m.) Admission is by donation with support from CRSRC.
- xiii. [Immigration Matters](#) notified the municipality that Welcoming Week takes place from September 8 to 17, 2023, and encourage recognition and celebration of the people, places and values that make everyone feel welcome and give them a sense of belonging in their local community.
- xiv. The **FPEIM Newsletter** included information on a Climate Adaptation workshop, FCM Conference highlights, Fostering Resilience in Women leaders, Navigator connects Islanders to Mental Health Services, Grants and Programs, On the Move, Upcoming events, and the Canoe Procurement Group.
- xv. **PEI 2 Billion Trees Program: Municipal Stream** -The PEI government has launched the [municipal stream](#) of a tree-planting initiative funded by the federal [2 Billion Trees](#) program. Municipalities can receive funding of up to \$50,000 to plant large-caliper trees in urban areas and greenspaces. Applications will be accepted on a first-come, first-served basis until June 25, 2023. There may be a second round of funding in the fall. The municipality would consider planting red maple, red oak and Eastern larch at the community park.
- xvi. **Celebrate Canada** sent reminders of their funding requirements.
- xvii. Robert Hughes, former Stratford CAO, requested to meet with the CAO and Mayor to present the policy-making process and web application he has developed, and would like Miltonvale Park to pilot. His **Civonus Policy-Making** process incorporates a curated policy-making process, a mass consensus building approach, and collaboration among governments, organizations and people.
- xviii. Develop West Prince, a non-profit community development organization, invites Council to a **Municipal Approaches to Housing Supply and Affordability** workshop on June 19, 2023 – 6:00 p.m. in Alberton. This session is

being facilitated by Sam Murphy of SJ Murphy Consulting and Michelle MacDonald of AOR Solutions. Contact jordan@developwestprince.ca or (902) 807-9048

- xix. **Municipal Affairs** circulated their e-newsletter which included information on the provincial website which provides Historical Election Results, information on Financial Plans and Audits, Council Training for Audit Oversight, the PEI Energy Blueprint, the Cotton Park Trust Fund for Public Parks, Be Fire Smart Canada, Stay Cool, and the PEI Disaster Mitigation and Adaptation Fund.
- xx. As part of their vision for their Rights and Reconciliation Initiative, the Mi'kmaq community is revitalizing Mi'kmaq language and culture. Since 2020 and in recognition of Indigenous Awareness Week, L'nuey and the Government of PEI have partnered to raise awareness of Mi'kmaq place names and installed 35 signs with Mi'kmaq place names. Learn more at lnuey.ca/onthemap.
- xxi. From **Island Waste Management Corporation (IWMC)**, the municipality received the 2022 Annual Report and the groundwater monitoring report.
- xxii. The **Recreation PEI** Newsletter included information on **High Five PHCD Training**, a 4-hour training that equips front-line leaders (camp counsellors, coaches, after-school staff, swim instructors etc.) with the tools to enhance the quality of the programs they are leading. The park staff will likely attend the June 28th session at the Royalty Centre (\$55 +HST each), through the ParticipACTION grant. Information available from projects@recreationpei.ca.
- xxiii. An invitation was received from the **Central Development Corporation** to their AGM on June 4th in Bedeque, and it was circulated to the Mayor.
- xxiv. Calian Ltd is completing an 'After Action Review' (AAR) of Mitigation, Preparedness, Response and Recovery Actions for **Post -Tropical Storm Fiona** (September 24, 2022) for the province. They will be conducting Focus Groups/ Interviews, and there is a survey at <https://www.surveymonkey.com/r/KQKWW86>. Contacts are Dave Poirier - dpoirier@gov.pe.ca and Drew Warren - drewwarren@gov.pe.ca

8. REPORTS FROM STANDING AND AD HOC COMMITTEES

i. Environment and Community Living

- a. **Watershed** – Councillor Taylor reported that the Cornwall and Area Watershed Group (CAWG) met on Wednesday June 14. Board member Ron Bourdon resigned from CAWG and the Watershed Alliance board as he feels there is not enough support to address and resolving the issues affecting drinking water.

CAWG held a 2nd annual Trees for Trash in Cornwall, and had residents gather 18 bags of trash from public access areas and treelines in exchange for 18 trees. CAWG is planning a tree planting with East Wiltshire on June 20th and a tree giveaway (approx. 400 trees -maximum of 4 per household (sugar maple, white pine, white spruce and possibly apple varieties) on July 1 for Miltonvale Park. They requested additional assistance on Canada Day. There will also be a tree giveaway in Cornwall on Canada Day at the Circle of Peace (Elliot River). CAWG's board invited Julie Lush to be a part of the group, in a capacity that is yet to be determined.

New CAWG Coordinator Hannah MacLean and Veronica Jendick, project manager, are worked on plotting and providing details about potential trails that might correspond to

the Active Transportation project in Miltonvale Park for our consultant Nadine Lowes. The funds from Miltonvale Park will support a student from the New Glasgow Road.

CAWG's next meeting is Wednesday, July 12th, 2023 at 7 p.m. at Cornwall Town Hall.

b. Projects

1. **New Horizons for Seniors (2023-24)**– The “PEI Through the Years” project will include five Lunch and Learns, two bus tours, a basket weaving workshop, how to play cricket, mindfulness session, one more speaker on an Indigenous topic, four dance classes, two walks on heritage roads of PEI, and a concert celebrating Black culture, three book club meetings, and six more food presentations: August 23, September 15, October 17, November 21, December 6, and February 6, 2024.
2. **PEI Seniors Secretariat Funding 2023-24** – An application was submitted requesting \$3940 for “**Miltonvale Park – Senior Matters**”. No decision has been received yet.
3. **Active Transportation Plan** – Councillor Taylor found a document on street art which was forward it to Nadine Lowes. She intends to send the draft version to review before the end of June and apologized for the delays. The draft will be open to changes based on Council’s review.
4. **PEI 150 Celebration Fund** - Two projects were funded.
 - i. The **antique vehicle show** on Saturday, June 17, 2023 was a very successful event, with almost 70 vehicles registered. CMP is willing to host a show again. Canteen service was provided by donation by the Winsloe Lions, who received food donations from North Rustico Food Market. Their club received over \$1100 in donations and intend to support several people receiving Guide Dogs. Although door prize donations were not solicited, several were received. Entrant #27 Paul Bridges with his red 1969 Nova SS was the winner of the People's Choice Award. Tommy Shaw won the Car Care Kit donated by Parker Realty, Johnny Hebert won a Novus Cooler and \$25 gift card, and Vern MacKay won two tickets to Oyster Bed Speedway. Direct Nutrisciences allowed parking in their lot. Visitors to the Car Show donated \$1734.90 and filled the Food Bank’s large box with food, which was gratefully received by Mike MacDonald. Vehicle registration opened at 11 a.m.; however, many came earlier. Vehicles were parked in every second space. John MacAllar, and Guy Robichaud performed, and Guy was joined by Dark Carr, Becky Allain and Roger Smith for a set. Bingo was not that popular, and no face painter was hired. It was thought in future years, the registration fee could be as high as \$20. Of special note was Doug Parkman’s car which was purchased new by a Miltonvale Park resident and then restored. Suggestions for a future car show include the following:
 - a. It could be a fundraiser for the hall elevator.
 - b. If Jeff Sampson from the Department of Transportation were notified well in advance next year, he could possibly position several of the DOT road signs before the event displaying details along the roadsides. On the show day, the message could be changed to say reduce speed, no parking on road side, etc.

- c. Should have had larger signage to identify name of event
 - d. Put “Free” on the parking signs
 - e. If more cars are expected, they may need to be parked so they have a slot and a half
 - f. Use the clicker counter to track attendance
 - g. Re-think Bingo – either change the location or just give out toy cars to children
 - h. Perhaps arrange gravel for Direct Nutrisciences for parking
 - i. More Pepsi and relish than this year in canteen
 - j. Notify the radio stations again, as they attended.
 - k. Have a plaque engraved for People's Choice Award
 - l. Consider having a swap meet to trade/sell car parts.
 - m. Councillor Taylor put up about 30-35 posters at car places, w which could be asked to donate prizes or sponsor the event.
5. **Canada Day** – Staff need to organize Canada Day. Unfortunately, the palm reader cancelled on June 20, due to work commitments. There are three tarot card readers booked, but staff are still working on finding clowns, stilt walkers, and face painters, and some games such as tug of war, bingo, and scavenger hunts. Bryson Guptill, John MacAllar and Lisle Clarke are booked to entertain. A Celebrate Canada Grant of \$840 was received. The Volunteer of the Year Award will be presented. The bouncy castle is booked. As Mayor Parker will be away, we may require additional volunteers. Councillors Doucette, Poole, Ramsay, Taylor and Frizzell confirmed they would attend. Councillor Ramsay purchased Canada Day T-shirts for staff and volunteers.
6. **Volunteer of the Year** – No nominations were received from residents by the deadline. The Environment and Community Living Committee made a recommendation.

Motion 2023:58 – Moved by Councillor Rosemarie Ramsay, seconded by Councillor Andrew Frizzell that **Joy MacIntyre be named the 2023 Volunteer of the Year**. Motion carried,6-0.

7. Application for an **anti racism grant** –The hall’s application was approved for flags, antibias workshop and two drumming circles.
8. **ParticipACTION** - [Community Challenge Grants](#) -The municipality distributed 45 park passes, and have had two people request the monthly bus passes. About 20 people attended the line dancing event. Summer student Tanner MacKinnon organized one Monday walk and a Wednesday walk (two people each). **Come Try Pickleball** will be held on Saturday, June 24 at 12 noon at the Miltonvale Community Park, and **Come Try Karate** is scheduled for **Tuesday, June 27** at 7:30 p.m. at the Milton Community Hall. Tanner is also supposed to organize cricket and disk golf events. There has not been any interest in Sunday morning soft ball. The "Walk More than the Mayor" contest and a virtual walk/swim to Milton, England are going fairly well, and Miltonvale Park is currently in 2nd place in PEI. The Pickleball group are enthusiastically supporting the contest, hoping that if Miltonvale Park wins the \$15,000 provincial prize it would go towards a coating on the courts. The top five in each province will have to submit a short report, including what they would do with their prize winnings.

Motion 2023:59 – Moved by Councillor Spencer MacDonald, seconded by Councillor Rosemarie Ramsay that **if Miltonvale Park were to win the prize, half of the winnings would be used to resurface the tennis court and half towards the new park in the Strath-Rae subdivision.** Motion carried,6-0.

9. **Family Violence Prevention Week** – Approximately 20 people attended the Family Violence Prevention activity on Friday, May 19 at 10 a.m. and made 34 blankets. There was lunch provided, and as the hall was available, some people continued working into the afternoon and finished all the blankets. The final report was submitted for the \$200 mini grant.

c. Activities

1. **Yoga** on Tuesdays has moved a half-hour earlier to 8:30 a.m. for mat and 10:00 a.m. for chair classes.
2. **Pickleball** – The pickleball players donated \$1200 for the use of the court over the summer, plus they reimbursed the municipality \$220 for a Squeegee
3. **Cricket** – There has not been any inquiries from cricket about using the field.
4. **Baseball** – Charlottetown Minor Ball has the ballfield at the park booked Monday-Thursday evenings and Saturday mornings.

d. Park

1. Joanie MacKinnon cleaned the **park shelter**. The garden has had compost added and been tilled. There is only one family gardening, so staff will have a large area to plant.
 2. **Maintenance** -The fields need to be rolled at the park. Park staff will try to kill the weeds on the trail with salt trail. Mathesons are planning to bring gravel on June 21 for around the pickleball fence, to fill a wet spot by 3rd base bench and into a swale near the tennis court.
 3. **Rentals** – The park is booked on June 21 (Carolyn Crane - Social and Wellness Committee) for a get-together for the QEH department from 4 – 8 p.m, and there is a birthday party for Joy MacIntyre’s granddaughter on July 16.
 4. **Playground** - A new tot swing seat was ordered.
- e. Community Pasture** – The CAO still needs to prepare the lease for the pasture for Earl Hambly to sign.
- f. Community signs** – A new Welcome sign needs to be ordered for Rte. 2 in Springvale, and one for the Oyster Bed Bridge side of North Milton. Spruce Grove Landscaping offered to provide labour for the community flowerbeds if the municipality pays for materials, estimated to be about \$200.
- g. APM Centre** – There was no report from the APM Centre.
- h. Transit** –Sleepy Hollow Transit started June 1. The Rte 11 bus leaves Royalty Crossing Mall at 6:45 a.m., 7:15, 11:30, 3:15, and 4:45 and leaves the intersection of Royalty Road and Sleepy Hollow Road at 6:56 a.m., 7:29, 11:50, 3:27 p.m. and 4:57.
- i. Trees** -No applications were made for trees.

iii. Emergency Measures

- a. **PEI Disaster Financial Assistance Program for Municipalities** - The application for reimbursement is due by fall 2026.
- b. **Radios** –The purchase of emergency radios was referred back to the EMO committee which hasn’t met recently.

- c. **Generators** – North River Fire Department Chief Anson Grant has not contacted the municipality regarding a possible donation of small generators.
- d. **Council generator** – The generator still needs to be levelled and secured. Several councillors offered to do it on a Saturday.
- e. **Possible Emergency Preparedness Workshop Opportunities**
 - i. **Chainsaw maintenance, operation and safety** -Councillor Taylor contacted someone who could offer a chainsaw course. It may also fit with Milton Hall's MVP project.
 - ii. **PEI EMO Emergency Preparedness** -PEI EMO staff could do a presentation at the hall at no cost regarding emergency preparedness. They have several prepared presentations.
 - iii. **Generator Maintenance, Operation, Use** - This is also a potential workshop.

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 was approval from Jobs for Youth (JFY) (#399D15NP) for one position for 8 weeks at 320 hours at \$15.08 hour, but it does not include MERCs. The CAO hired Caroline Mader, who will start at the park June 22 through the Canada Summer Jobs program. Tanner MacKinnon was hired through the Post Secondary Student Program for the Assistant to the CAO position. The JFY is being held for Ruth Awuja, if she is eligible. It was suggested that MP Heath MacDonald or his office may be able to assist with eligibility questions.

iv Finance/Payment of Accounts

- a. **Remittance** –Remittances were not paid for May, but as the municipality is a quarterly remitter, they will be submitted in June.
- b. **Reports and Payment of Accounts** – The financial statements were reviewed. In May, revenue was \$28,818, with fees and rental income of \$707, for total income of \$29,525. Admin expenses for the month were \$7823, facility and public properties expenses of \$3941, fire protection of \$21,286, planning and zoning of \$302, community development of \$2590, professional services of \$3286, and parks and recreation of \$6514, for total expenses of \$18418, for a net income of \$11,107 in May. The balance sheet at May 31 shows current assets of \$720,690, capital assets of \$45,250, and other assets of \$19,520 for total assets of \$785,460. Current liabilities total \$325,535, (including \$284,060 of deferred revenue), and equity of \$459,925.
- c. The **Audit** is booked for July 5 and 6 with MRSB.

9. **REPORT FROM CAO** – The CAO completed the Lead the Shift course, sent regular email updates with events to residents and followers, submitted the application for the Community Revitalization Program to the Province for hall renovations. Students were interviewed and hired. Other activities include organizing the car show, strategic planning, the public meeting for the Frizzell rezoning and planning board meeting and their minutes. The CAO attended CMHC's webinar about preparing a municipal application for the Housing Accelerator Fund (HAF). Two cartons of books were ordered from First Book Canada to possibly give out at Canada Day. New cheques were ordered. There was one request for Access

for Information to view files regarding planning applications regarding the re-zoning. The CAO completed the Business Payroll survey and a Fiona response survey. Activities to be completed include writing and distributing the newsletter, and preparing for the audit, completing the ParticipACTION activities and organizing Canada Day. Other items to be addressed include the 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, and preparing the GST rebate forms.

10. RECOMMENDATIONS FROM THE PLANNING BOARD

1. Permits Issued since last meeting

- a) **Permit 2023-09** was issued on 31/05/2023 to lot 2021-1 Sleepy Hollow Road PID 1091230 to connect to the water and sewer system (Application MP-1204).
- b) **Permit 2023-10** was issued on June 7, 2023 to PID 281667 to replace and expand a deck on the Rustico Road (Application MP-1206).

2. Appeals

Application MP-1180 was denied to PID 700443 to sell cars on property October 5, 2022. The appellants cancelled their attendance at the mandatory Alternate Dispute Resolution (June 1, 2023 at 1:30 p.m.) late in the morning on June 1. Their inflammatory Facebook posts have been removed.

3. Enforcement

- a. The April 10, 2023, deadline the municipality set to receive the site drainage plan for PID 283085 was not met.

Motion 2023:59 – Moved by Councillor Paul Poole, seconded by Councillor Jamie Taylor **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,6-0 at 8:13.

Motion 2023:60 – Moved by Councillor Spencer MacDonald, seconded by Councillor Rosemarie Ramsay **that Council return to an open meeting.** Motion carried,6-0 at 8:15.

- b. PID 912394 -A letter was sent reminding the owners of PID 912394 to control dust and have a landscaped buffer or fence between residential and industrial uses, in response to a complaint from a neighbour.

4. Applications in progress

In most instances more information is required 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.
- e. Application #MP-1182- **PID 700443** - Rezone from Agricultural (A1) to commercial (C1).

- f. Application #MP1202-PID **444240** for a sunroom.
- g. Application #MP1205 PID **281030** for a single unit dwelling.

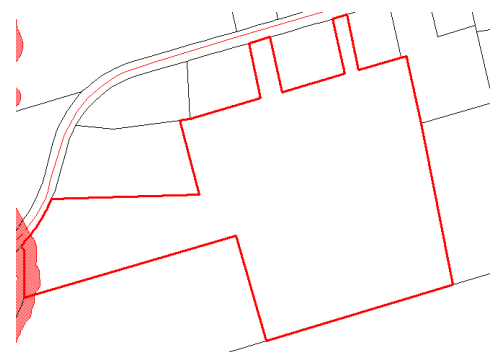
Councillor Frizzell left the meeting at 8:19 p.m.

- h. 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, and rezone the entire parcel to Light Industrial. Currently 0.45 acres of 658799 is used for parking for the commercial enterprise. 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. As a non-conforming use, the autobody shop can continue to operate; however, buildings cannot be added, nor could the lot be enlarged. A public meeting was held on May 30. Planner Samantha Murphy has submitted a comprehensive report regarding the application and the Official Plan and Development Bylaws. Planning Board has not yet made a recommendation for Council as they investigate resident concerns and possible mitigation. After the public and Planning Board meetings, a letter was delivered to the owner of PID 283325 asking him to present a plan of action to address the concerns expressed. It was noted that the owner and his tow truck were involved in a traffic accident in the late winter which made it difficult to move some vehicles around the property since.

If Council's intent would be to rezone, the Official Plan would need to have the Future Land Use map updated to designate the parcels as Light Industrial. There may also be additional changes to pursue (specifically – A1 Zone 9.2(1) to remove the words 'with a Lot Area of 12,140.57 m² (3 acres) or less". Planner Samantha Murphy noted that when the list of permitted uses was merged that distinction wasn't removed, but it is no longer relevant and may cause challenges when identifying permitted uses on lots greater than 3 acres.

Council reviewed the Development Bylaw (3.16) criteria when for an application for a variance in excess of 10%, and shall wait for a recommendation from Planning Board.

- i. **Application #MP-1200 SD -Variance- PID 281030** -An application was received for a variance of less than 50% (43%) for road frontage for lot 2 on parcel 281030 on the Crabbe Road in order to subdivide it into three parcels. The parcel is 27 acres; however, it does not have enough road frontage to subdivide two lots off it, according to the Development Bylaw. The applicant wants to subdivide one panhandle lot, as well as a lot which has road frontage of 100 ft. The road frontage requirement in the bylaw for an A1 property is 175 ft. and only one panhandle lot is allowed. Highways have approved a new access



near the telephone box at the lower section of the property. The Bylaw allows for a variance to reduce the requirement of road frontage and requires letters be sent to landowners within 500 ft. for feedback before a decision can be made by Council. The Development Officer sent about 25 letters which had a deadline for feedback of June 22.

j. **Application #MP1207 PID 241059** for change of use to enable a tourist establishment.

k. **PID 281790** applied for a single lot subdivision.

l. The owner of **PID 280792**, on the Colville Road, applied for a single lot subdivision.

m. An application was received for a single unit dwelling on **PID 922740**.

5. **Other -Architects Act Declaration Form** -The office has not heard back from the PEI Architects Association.

11. INQUIRIES BY MEMBERS OF COUNCIL

There were no inquiries from Councillors.

12. OTHER

There was no other business.

13. INTRODUCTION AND READING OF BYLAWS – There were no Bylaws to address.

14. ADJOURNMENT

Motion 2023:61 – Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald **that the meeting be adjourned**. Motion carried,6-0 at 8:56 p.m.

Mayor

CAO

July 19, 2023

Date approved

Next Meetings:

Regular Council Meeting- Wednesday July 19 at 7 p.m., if required.

Committee Meetings – Planning Board – July 6 at 7 p.m., if required.