

**RURAL MUNICIPALITY OF MILTONVALE PARK
MINUTES**

Milton Community Hall

7:00 p.m., June 19, 2024

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

Regrets: Councillor Spencer 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 declared a conflict in relation to any issues concerning his properties, the rezoning and any concerns brought forward. Councillor Taylor noted that he is married to Leone Curtis, who is a yoga instructor for the municipality.

3. APPROVAL OF AGENDA

Motion 2024:65 – Moved by Councillor Jamie Taylor, seconded by Councillor Rosemarie Ramsay that **the agenda be approved, with the addition of Concern Forms, and Emergency Animal Response Team (EART) at the end of the meeting.** Motion carried, 5-0.

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS

There were no public presentations scheduled.

5. ADOPTION OF MINUTES

Motion 2024:66 – Moved by Councillor Jamie Taylor, seconded by Councillor Paul Poole that **the minutes of the May 17, 2024, Regular Meeting be approved as circulated.** Motion carried, 5-0.

Motion 2024:67 – Moved by Councillor Paul Poole, seconded by Councillor Rosemarie Ramsay that **the minutes of the May 17, 2024, Closed Meeting be approved as circulated.** Motion carried, 5-0.

6. BUSINESS ARISING FROM THE MINUTES

- i. **Hall Renovation** – The Enabling Accessibility Fund project current end date is September 28, 2024, but it could be amended to a new project (to replace the hall elevator) which must be completed by September 2025. Councillors are asked to consider alternate projects.
- ii. **EV charger** –The Province responded that the electrician for the project could be changed. No further quotes were obtained, so the CAO recommended moving ahead with the quote from CEVCS. The project needs to be completed by September 30, 2024.

Motion 2024:68 – Moved by Councillor Leo Doucette, seconded by Councillor Paul Poole that **Council accept the proposal from Canadian Electric Vehicle Charging Solutions at**

a cost of \$25,127.50 for the installation of electric vehicle chargers at Miltonvale Community Park. Motion carried, 5-0.

iii. **Conflict of Interest Allegation and Complaints**

Councillor Frizzell left the meeting at 7:04 p.m.

Councillors commented on the draft response and agreed it be sent to the residents who had submitted the concern forms. Council noted that they had heard the concerns from the residents and will work to mitigate these issues in the Development Agreement that is expected with the approval of the subdivision and lot consolidation for parcels 283325 and 658799. The Mayor will sign the letter on behalf of Council.

iv. **FOIPP Request** – The Council office had received a FOIPP request from Eva Mol in April asking for copies of correspondence related to the rezoning of 283325 and 658799. In an email in May she noted she will resubmit “the request under the Protection of Personal Information.” The CAO did respond on June 9 noting that Sections 7.3.b. of the *Access to information and Protection of Personal Information Regulations* under the authority of the *Municipal Government Act*, limit access to information for development permits issued. Council considers the application for re-zoning to fall within the scope of a development permit. The application for a lot revision has not yet received a permit; and is still being processed.

The information, “copies of correspondence”, requested under the Access to Information and Protection of Personal Information Bylaw does not appear in the scope of the material that is available to be viewed, according to Section 7.3.b. of the aforementioned regulations.

Council will be compiling pertinent information from the files surrounding the re-zoning of PIDs 283325 and 658799, to submit to IRAC for the appeal that was launched, and IRAC will forward that information to the appellants.

Residents seeking actions or information as outlined in specific Bylaws should follow the requirements of the Bylaws.

v. **North River Fire Department** has not yet scheduled their annual meeting.

vi. **Procedural Bylaw** – The CAO still intends to review the Procedural Bylaw with respect to public meetings and to reconsider the times allowed for public presentations

7. CORRESPONDENCE

a. **Denise MacDonald-Vail** (June 19, 2024) – Ms. MacDonald-Vail sent a letter expressing the following concerns and asked they be noted in the meeting minutes.

1. **Additional notes from the Public Meeting- March 29th, 2024**

Ms. MacDonald-Vail wrote that these notes said most concerns about the property involved noise dust and appearance of the property. She noted that in her letter and presentation, she shared additional concerns including noise pollution, air pollution, light pollution, and traffic concerns, hours of operation, enjoyment of property, and possible effects on the soil and groundwater, as well as drainage, and wanted to be sure these had also been considered.

She also believed that a portion of her presentation was not available on the video on the website.

2. **Respectful Workplace from the Code of Conduct Bylaw**

21.1 Members of the Council shall encourage public respect for the municipality and its bylaws. All members of Council have a duty to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation, and to ensure that their work environment is free from discrimination and harassment. When Ms. MacDonald-Vail entered the meeting room on March 29, 2024, she heard a male voice say “Oh, here comes the black cloud.” from the back left corner of the room, which she felt was disrespectful to her. She believed that Council should have interjected on this harassment and bullying.

3. **Meeting of April 17, 2024**

She noted that a Councillor had asked “*she says she's not aware of the complaint she made?*” when her email to Council was read. She clarified she was asking the CAO for “clarification on which complaint I was to speak about” as there were numerous complaints filed that had not been responded to by that meeting. She noted that she was been told that the Mayor laughed and responded that “*No, Denise does not know what complaint she made.*”

Councillors discussed the concerns that were raised. All comments that were submitted were reviewed by the planner, staff, Planning Board and Council. None of the Councillors recalled hearing the “dark cloud” comment before the meeting was called to order. The video of the meeting was uploaded as it was recorded. The recorder generally stops and starts a new video after a certain length of time. The email from Ms. MacDonald-Vail was read at the April 17th meeting when all residents who lodged a Conflict of Interest complaint had been invited to speak to their complaint. It was noted by Council that several of the residents who had attended the April 17th regarding the Conflict of Interest complaint did not appear to be familiar with their complaint, with Eva Mol asking for an additional month to read the minutes, and Sheila Curtis expressing concern about the environment impacts of the proposed re-zoning, but not the Conflict of Interest concern.

- b. **Code of Conduct concern** – There was a Code of Conduct concern submitted to Council Office; however, it was not considered an official complaint according to the applicable Bylaw. The Code of Conduct Bylaw does suggest that informal resolution of a complaint be the first action.

Motion 2024:69 – Moved by Councillor Paul Poole, seconded by Councillor Andrew Frizzell that **the meeting move to a Closed Meeting, under the authority of the Municipal Government Aa 119.1. (g) the conduct of an investigation under, or enforcement of, an Act or bylaw.** Motion carried, 5-0. at 7:27 p.m.

Motion 2024:70C – Moved by Councillor Leo Doucette, seconded by Councillor Rosemarie Ramsay that **the meeting return to an Open Meeting.** Motion carried, 5-0. at 7:49 p.m.

Councillor Paul Poole left the meeting at 7:50 p.m.

Motion 2024:71 – Moved by Councillor Jamie Taylor, seconded by Councillor Rosemarie Ramsay that **the Mayor send a letter to the concerned individual, as discussed in the closed meeting.** Motion carried, 4-0.

Councillor Paul Poole returned to the meeting at 7:52 p.m.

- c. For **National Indigenous History Month**, [Revivify](#) is hosting free events: Settler Responsibility in Identity Theft: A Talk by [Dr. Taiiaike Alfred](#): June 19 and Indigenous Language Revitalization: June 26. Miltonvale Park will fly the Mi'kmaq flag at the hall, and will share materials on social media. Councillor Ramsay offered to perform a smudging ceremony in front of the Milton Community Hall at 9:30 a.m. on June 21.
- d. **Recreation PEI** – Their communications coordinator is looking for for a social media campaign for Parks and Recreation Professionals Day July 19.
- e. **Rural Beautification Society** –shared their competition booklet and a reminder of new competition, the **COMMUNITY SPIRIT PEOPLES CHOICE AWARD**, which is based solely on encouraging community members to vote online. The prizes are \$1000 each for the winning Rural Town and Rural Municipality for a project that will improve the outdoor space of their community. The fee to enter is \$20 and voting will take place on www.peirbs.ca. Council will enter.
- f. **Fostering Resilience in Municipal Women Leaders** workshop series - Saturday June 15th in Charlottetown for a day of engagement, networking, and skill building
- g. Invitation to the grand opening of the office for **Age-Friendly PEI** at 11 am June 24, 201 Water Street Summerside.
- h. **Prince Edward Island Community Grant for the Retention of Health Care Professionals** -The Department of Health and Wellness will provide funding of up to \$2,500 to municipalities and community organizations to support initiatives aimed at making communities more welcoming, diverse and engaging for healthcare professionals. Sample activities included cultural festivals, programs aimed at family engagement, and social engagement programs aimed at specific cultural or ethnic groups. Deadline - June 28th, 2024. It was felt that council resources were already quite stretched, so no application would be made.
- i. The Mayor was invited to the **Central Development Corporation and Central Property Management's Annual General Meeting** “Growing Forward Together” Tuesday June 25th, 2024 at 5:30 pm. Central Development Boardroom in Central Bedeque.
- j. **Portrait of King** - The official Canadian picture of King Charles has not yet been released so the Monarchist League of Canada has produced its own picture, which it is selling for \$25, with discounts for multiple purchases. <https://store.monarchist.ca/en/products>
- k. Chef **Dunte Rolle** is interested in helping with the garden and offered that his team at Pass the Salt PEI would put on a fundraising event for the food forest project to help with expenses, e.g. a three-course meal with several speakers.
- l. **LiveWell PEI Consultation** – organized by the Health Promotion Unit was held Thursday, June 6th in Summerside.
- m. The Green Municipal Fund (GMF), from the Federation of Canadian Municipalities (FCM), and the Government of Canada, has a new fund, **Local Leadership for Climate Action** (LLCA) for 1,400 municipal activities by 2031, through three streams: Adaptation in Action (Implementation project and feasibility study, which has funding available until August 14, 2024 and again in February 2025), Climate-Ready Plans and Processes (Funding available: Fall 2024), and Financing Adaptation (Funding available: Spring 2025. Email info@climatlantic.ca or visit climatlantic.ca/tools/funding-opportunities.

- n. **Canoe Benefits** has group benefits for the public sector. Contact Jeff Nichol President, at 403.613.7904 or jeff@canoebenefits.ca.
- o. Pooja Kumar, MAIS, MCIP, RPP, Coordinator, **Institute of Island Studies** (IIS)/UNESCO Chair in Island Studies and Sustainability, is a former Municipal Affairs employee who reached out, as she would like to see more IIS involvement with municipalities and municipal issues. Contact pokumar@upei.ca or www.islandstudies.com,
- p. Windsor Wight from **MP Heath MacDonald's** office called to see if there were local events that the MP should be aware of.
- q. **West Royalty Softball Association** was looking for a practice field for a U11 team on Thursday nights (Mike Gauthier, Field coordinator); however, the field is booked.
- r. **Federation of Canadian Municipalities Annual Convention 2024 – The Resolutions Plenary** was held Saturday, June 8, in Calgary.
- s. **Cotton Trust Fund for Public Parks** - provides funding to support community organizations with rural beautification and public recreation areas across PEI. It can be used to buy land or land development for public recreation area, and can fund a maximum of \$5,000, cost-shared 50/50 with the community organization. Deadline - **June 20, 2025**.
- t. **FPEIM**- A municipality wanted information on a **garbage** (or other) **bylaw** to deal with garbage that is rejected by IWMC and being left out at roadsides.

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

a. **Environment and Community Living**

1. **Intact - Effectively Leading Your Community What Elected Officials Need to Know, May 22, 2024** - Councillor Taylor circulated information on his shared Google Drive to Council. Video and detailed notes are posted to this drive. Topics covered included
 - **Directors and Officers Liability Insurance**, in which it is crucial to be mindful of gaps in coverage.
 - The Importance of **Streamlined Communications** -Nearly half of people believe government and media are decisive organizations, although in 2005, trust shifted towards peers. About one-third of businesses have used ChatGT in the past year.
 - Mitigating **Social Media Risk** – Be clear, comprehensive, accurate. Understand your audience and the impact of what you are saying. Be proactive, and have a well-thought out message, rather than having to do damage control.
 - Communications During a **Crisis** is dependent on the situation. In a crisis, flood or wildfire, communicate frequently, every few minutes, or otherwise several times a day. People generally need to see a message 7 to 13 times to take action to make a purchase. If residents don't trust council, it takes on average 3 times as many occurrences. Use an expert communicator, even if they are not the subject matter expert.
 - The Importance of **Building Trust** - Council should engage in proactive and comprehensive communications around potentially controversial topics before rumors start, and damage control is needed. Focus on empathy and finding common ground, as well as making improvements for people who have concerns. Don't overlap your messages in an emergency, crisis, or when residents are upset. Be informative, transparent and accountable. Share in accomplishments and give credit. Take media training.

- **Failure to Plan? Or, Planning to Fail** -Outwork the opposition. Hire a PR person, be respectful and have a credible speaker deliver a council-approved message. Always do the right thing! Councillors should keep a daily journal with a personal record of who, what, when, where and why, in case they are questioned in a legal matter.

2. **Cornwall & Area Watershed Group Monthly Meeting - June 12, 2024**

Chair Ryan Mahoney, reported that coordinator Hannah MacLean’s performance review went very well. Since the crew began on May 6, 2024, the following work has been done: an equipment inventory, maintenance on the Nature Gallery, an in-house chainsaw refresher, trail maintenance (Watts Creek, Milton Bridge, Milton Brook, The Forks, North River), maintenance around fishing areas, watershed assessments, tarping Japanese Knotweed patches, permission was requested from landowners to access waterways; an -ArcAGIS subscription was changed to Pro, and a crossing inventory was started. This new assessment method scores each crossing for its suitability as a fish passage, providing immediate notification if fish can’t pass, and providing data for engineers if a crossing is to be replaced. The CAWG crew is going to place Geocaching treasures to increase interactions with the public.

Of the trees remaining from 2023, the hemlock were planted, the white ash are going to be used for Trees for Trash. The larger yellow birch and white maple are too big for give-a-ways and will be planted. The coordinator attended a workshop with Vermont Fish and Wildlife Woody Material experts regarding woody matter in waterways, and policies have changed so that woody matter will now be left in the water, and more woody matter will be mindfully placed.

The Mi’kmaq Confederacy is designing a new logo for CAWG. UPEI’s Integrated Watershed Management Class visited May 24th, 2024, walked the trails and discussed management techniques.

Evelyn Ganong was hired for an 8-week student position. There was a WCB claim for an employee who was put off work for several weeks. The funding partner for that job will be asked to extend funding, if possible. CAWG approved the purchase of a Samsung Active IV tablet for field data collection. CAWG is also investigating office space on Main Street, Cornwall, which would provide adequate storage and working/meeting space.

In July, CAWG hopes to address their committees, membership, fundraising and event coordination. Councillor Taylor will deliver a donation to CAWG, equivalent to what the municipality would have spent on a watershed student had a position been funded, as Council had previously agreed.

3. **Projects**

Community Garden, Miltonvale Community Park and StrathRae Park

- StrathRae** – The fence is being installed at StrathRae. Arnold MacRae recommended the municipality have an engineer determine elevations for the parkland, as he believes the surface drainage plan approved with the subdivision is no longer valid. Councillors believed that Mathesons Construction have adequate experience that they could determine an appropriate grade. The municipality still does not have ownership of the parkland, although a tax bill was received for the land at by the entrance this year. Neighbour Brad Wooldridge will cut the grass, and the municipality will provide gas cards in return. The

municipality would like to have the gazebo installed by end of June, if possible, but the transfer of ownership and landscaping need to be completed. There are plants to be planted on the parcel. ACOA is planning a site visit before the end of June.

- i. **Community Garden** – The well is operational, and three spigots were installed. Kevin MacLeod has started building the greenhouse. The cedar raised beds were assembled by volunteers. Nathan Aten volunteered to construct a raised cedar bed for free, if the cost for materials was reimbursed (approx. \$160-\$180). Councillor Taylor may be able to help with the assembly of picnic tables and benches. Wood chips were donated by Twin Pines Tree Service. The CAO plans to apply to the [Island Community Food Security Fund](#) for items such as seeds/weeder, supplies, and plants for the garden. The Wheatley River 4-H Club planted apple, pear and Asian pear trees. There are about seven households, plus the hall, using garden space. Brent Garnham plowed rows and tilled.
- ii. **Playground** –The off-island installers arrived on June 17, and had planned to stay until the 19th, but most of the poles that fit into the base rails didn't fit. Kangaroo is rush-shipping more from NB, and the installers plan to return next week.
- iii. **New Horizons for Seniors Program (NHSP) Community 2024-25 Miltonvale Park – Life in the Movies** – \$9180 was approved. Activities based on popular movies, as well as movie nights, will be held throughout the year.
- iv. [PEI Seniors Secretariat Funding](#) -The municipality applied for \$3370 for **Miltonvale Park Seniors – Gardens, Gallivanting, and Gosh Darn Technology**, but has not yet received a funding decision.
- v. **Active Transportation Plan** –Council still plans to review and present highlights of the plan to the public, possibly over the summer.
- vi. **Gender | Equity | Diversity | Inclusion and Community Enhancement Program** - Staff still need to plan for a drag brunch, drag story time, workshop/round table, and Outrageous bingo before December 31, 2024. Former summer student Tanner MacKinnon has offered to help with this project for which \$5330 was received.
- vii. **ParticipACTION Community Challenge** –Miltonvale Park received \$1000 for a community-wide activity challenge, including weekly yoga in park, come try pickleball, learn to line dance (15 attended). Summer staff will also continue to plan disk golf, painting, gardening, pickleball, walking, cycling, dog walking as well as the annual Move more than Mayor, and a virtual walk. Participation has been less than hoped for to date. One person attended a June 7 dance. There is a learn to play pickleball session on Saturday, June 22 at 2 and a beach walk on Monday June 24 at 1 p.m. Councillor Taylor noted that the new ParticipACTION app is unwieldy.
- viii. **Car Show** – The 2nd Fathers of Confederation Car Show was very successful, although it was a very windy day on June 16. There were 91 vehicles, for \$1780 in registration fees, \$535 in donations at the door and about \$660 in admission fees. Several bags of food were also donated to the food bank. Sponsorships from Mathesons and Blue Ribbon Pet Supply covered the costs of plaques, and Councillor Poole sponsored the magnets. A new best truck plaque needs to be purchased. The cost for road signs that can be used annually was \$361. There were some miscellaneous supplies, and the costs for music was \$550. There will be about \$2400 to donate to Food Bank. Winsloe Lions was paid \$50 from food donations for the use of their BBQ, as only two of the 32 members were able to volunteer, and none were available for the Sunday rain date. The Cornwall Cougar U11 baseball team cooked, but ran out of food and relish but had cases of water

left. The mayor bought more hot dogs, burgers and buns for them that afternoon. Joy MacIntyre also helped BBQ. The office needs to send out thank you notes and wrap up final details for the event.

- ix. **50th Anniversary** – July 17, 2024 marks the 50th anniversary of incorporation for Miltonvale Park. It was suggested that Council celebrate the event, which falls on the regular meeting day, with cake, ice cream, music and a dunk tank.

Motion 2024:72 – Moved by Councillor Andrew Frizzell, seconded by Councillor Leo Doucette that **Council allot up to \$1000 to celebrate the 50th anniversary of Miltonvale Park on July 17, 2024.** Motion carried, 5-0.

- x. **Canada Day** – The municipality received \$840 from Heritage Canada in a Celebrate Canada grant. A bouncy castle and a face painter are booked, as well as musicians Bryson Guptill and John MacAllar. Staff are planning the rest of the day, including the BBQ and Canada Day cake. CAWG is not able to host a tree giveaway this year, but they will have a display. The Mayor and Councillors Doucette, Poole, Ramsay and Frizzell expect to be able to help.
- xi. **Volunteer Awards**

Motion 2024:73 – Moved by Councillor Jamie Taylor, seconded by Councillor Rosemarie Ramsay, that **Council present the Volunteer of the Year Award to Phil Hooper and the Good Neighbour Award to Pat Cosh.** Motion carried, 5-0.

- xii. **Family Violence Prevention Week** -The CAO submitted the report to the funders, and seven blankets were delivered to Anderson House, who did not have space for the others at this time.

d. **Activities**

1. **Yoga** is being held on Tuesday and Friday mornings (8 a.m. for mat and 9:15 a.m. for chair classes) with Leone Curtis. The Central Region Sport and Recreation Council are subsidizing Friday classes.
2. **Exercise** – KK Pinkowski is now leading Active Aging classes on Monday and Friday mornings, where there are usually about 12 people. There is no class on June 21 due to the wedding dress show.

e. **Park**

1. Gloria Wooldridge would like to install a pet **telephone** for pets who have crossed the rainbow bridge at the community park. It would need a big pole/old tree stump (art type installation) She would also be interested in a little art exchange “something” perhaps on the land at the entrance to StrathRae.

Motion 2024:74 – Moved by Councillor Rosemarie Ramsay, seconded by Councillor Paul Poole that **a rainbow bridge phone be installed at the Community Park.** Motion carried, 5-0.

Councillors Doucette and Frizzell may have a stump or equipment to be used, or Matheson’s Construction might be able to provide a stump.

2. Summer student Nathalie Antoun attended a **High Five Principles of Healthy Child Development** workshop on June 18.
3. **Ballfield** -Charlottetown Minor Ball is using the ballfield Mon.- Thurs. at 6 p.m. and Sat mornings at 9 a.m.

4. **Cricket** – The PEI Tuskers asked to use the field on Saturday and Sunday evenings from 5:30-7:30, although they have not yet started. They intend to get the field rolled. A man recently told the mid-week ParticipACTION yoga to move as he had the field booked for cricket. The Tuskers said he was not affiliated with them.
5. **Pickleball** – The pickleball players requested that the entrance into the pickleball court be made wider. The new court coatings are expected to be installed in late June.

Motion 2024:75 – Moved by Councillor Paul Poole, seconded by Councillor Leo Doucette that **EverLine Coatings be contracted to resurface the pickleball/tennis court and the basketball/pickleball court for a price of \$28,700 plus HST for a total cost of \$33,005.** Motion carried, 5-0.

6. Joanie MacKinnon reported that there was a bag of **needles** in the garbage at the park. Proper procedure is to call the RCMP, who did collect the syringes.
- f. **Community Pasture** – The CAO paid approximately half the annual property taxes, as the community pasture lease expires half way through the tax year. An address change to the province was submitted for the future tax bills on the pasture.
- g. **Community signs** – The community welcome sign still needs to be replaced at the Oyster Bed Bridge entrance to Miltonvale Park. Councillor Taylor and the Mayor will change it June 21. The sign at Rte. 2 & 7 also needs to be changed.
- h. **APM Centre** – The CAO sent a letter of support to APM Centre’s expansion committee.
- i. **2 Billion Trees** -The CAO was told on June 5 that there might be funding if the municipality could confirm information that day. A revised list of trees corresponding to trees in the StrathRae Park Plan, was submitted, plus spruce trees for the lot by the entrance. The request, which kept the same total of \$38,743.27 was updated from 28 spruce and 14 maple trees for the park to 20 white spruce trees, 3 white pine trees, 4 oak, and 14 maple trees, along with the items required for planting. There has not been any further confirmation. It was noted Home Depot currently has 8-9 ft. red maple trees for \$200.

iii. **Emergency Measures**

- a. **PEI Disaster Financial Assistance Program for Municipalities** -The CAO will submit a claim for Fiona when time permits, but hopefully over the summer, before the September 2025 deadline.
- b. **Emergency Center Resiliency Fund** – The CAO applied for the following: a 50kw generator and installation, four signs for the EMO warming center hours, a range, commercial refrigerator and upright commercial freezer, and an air purifier unit. The total price including 10% PST (but not the refundable GST) is \$63,273.09, with the grant expected to be \$57,520.99. The funding, at least for the generator, is almost a certainty. The exhaust portion of the generator is too close to the building; therefore, the pad needs to be extended to the south, with rebar added. Money can be spent 90 days before approval, which is expected within 45 days. The application was submitted on June 7, 2024.

Motion 2024:76 – Moved by Councillor Leo Doucette, seconded by Councillor Andrew Frizzell that **Miltonvale Park approve the application for the Emergency Center**

Resiliency Fund for a 50-kw generator, signage, air purifier, range, refrigerator and freezer, and authorize the spending of the required funds. Motion carried, 5-0.

- c. **Radios** –The EMO committee will meet Wednesday, July 24, 2024 at 7 p.m. Weather reporters suggest there will be a very active storm season. Preparations for forest fires and heat waves should also be considered.
- d. **Generators** –Councillor Taylor forwarded instructions for portable generators and a draft equipment loan form, which the CAO plans to organize over the summer.
- e. **Red Cross** -A contract still needs to be developed with the hall for the warming center.
- f. **St. John’s Anglican Church** do not appear to be interested in the old generator. The CAO suggested unless Council had an alternate use, it be disposed of through a request for proposals, “as is, where is” offer, possibly with preference for residents.

Motion 2024:77 – Moved by Councillor Jamie Taylor, seconded by Councillor Andrew Frizzell that, **due to the proximity of their Community Hall, Miltonvale Park offer the original generator to the Rural Municipality of Warren Grove, at no charge, if they are interested in having it.** Motion carried, 5-0.

iii **Personnel Committee - Councillor Frizzell**

- a. The **CAO contract** still needs to be finalized, with some duties added from the Municipal Government Act.
- b. An employee **code of conduct** also needs to be finalized and approved.
- c. **Letter from Resident, G. Vos**

Motion 2024:78 – Moved by Councillor Rosemarie Ramsay, seconded by Councillor Paul Poole that, **the meeting be closed meeting under the authority of the Municipal Government Act 119.1 (d) to discuss human resource matters.** Motion carried, 5-0 at 8:51 p.m.

Motion 2024:79C – Moved by Councillor Paul Poole, seconded by Councillor Leo Doucette that, **the meeting return to an open meeting.** Motion carried, 5-0 at 9:18 p.m.

Motion 2024:80 – Moved by Councillor Jamie Taylor, seconded by Councillor Paul Poole that **Council consult with a lawyer regarding a respond to the allegations in the letter from Mr. Vos.** Motion carried, 5-0.

- d. **Summer students-** Funding was received from the following programs:
 - i. **Canada Summer Jobs (CSJ)** granted one youth position for eight weeks, for thirty-five hours/week, which will reimburse half the minimum wage.
 - ii. **Post Secondary Student Program (PSSP)** – Two post secondary students will be funded at minimum wage plus vacation pay for fourteen 40-hour weeks. Hazel Truong, a UPEI Co-op student has been hired as the Assistant to the CAO and Nathalie Antoun, a UPEI engineering student, will be the Park Coordinator.
 - iii. **Jobs For Youth (JFY)** is funding a youth aged 15-29, for an 8-week, position at 40 hours weekly, reimbursing minimum wage and vacation pay.

The CAO had been planning to re-hire Eilidh MacDonald (from 2022); however, she is no longer available. Ruth Awuja is still not eligible to work.

iv **Finance/Payment of Accounts -Councillor Ramsay**

- a. **Remittance** – Miltonvale Park is a quarterly remitter, and has paid remittances to the end of March 2024.
- b. **Reports and Payment of Accounts** –Financial statements were not available for the meeting.
- c. The **audit** is scheduled for July 8-9, 2024 with MRSB.

8. **REPORT FROM CAO** –The CAO sent regular email updates with events to subscribers, interviewed, hired, and oriented students, oversaw the organization of the Car Show and ParticipACTION activities, began organizing information for the IRAC appeal for the Frizzell re-zoning, dealt with the access to information request, is overseeing the community garden, applied for the EMO Resiliency Fund, gathered information to submit to the Minister for the approval of the Official Plan and Development Bylaw amendments, and attended a Cyber Security Info session. The CAO hopes to apply for the Food Security grant for the garden, and get it organized, hire at least one more student, prepare for the audit, finalize the Code of Conduct Policy for Employees (s 86-2-f) and Terms and Conditions of Employment (section 95); work on the EMO radios, and the community park EV project application, and continue to organize seniors activities, apply for the GST rebate, and oversee the park readiness, Canada Day activities and development of the park at Strathrae.

9. **RECOMMENDATIONS FROM THE PLANNING BOARD**

a. **Permits Issued**

- i. **MP-24-02r** (revised) was issued on 2024-05-14 to Watertight Plumbing and Heating for a warehouse on PID 283242 at 996 Lower Malpeque Road.
 - ii. **MP-09-24** issued on 2024-05-08 for PID 1516707 at 54 Dawn Drive for a deck.
 - iii. **MP-10-24** was issued on 2024-05-22 for PID 946368 at 1009 Rustico Rd-Rte. 7, North Milton, to Polaron Electric for solar panels
 - iv. **MP-11-24** was issued on 5-Jun-24 to MacRae Farms at Lot 46 Applecross Avenue, Milton Station, PID 283739 for a single unit dwelling.
 - v. **MP-12-24** was issued for application MP-1208 to construct a 936 square-foot single unit dwelling on Parcel No. 922740 at Glengyle Ln, Milton Station
- b. **Appeals** – Council’s decision to amend the Future Land Use and Zoning Maps in the Official Plan and Development Bylaw (PID 283325 and a portion of PID 658799) was appealed, although Official Plan amendments are not appealable. Information from the municipality is to be submitted to the lawyer by June 28 and to IRAC by July 17.
- c. **Enforcement**
- i. **PID 283085** - The CAO drafted a letter to the owners of PID No. 283085 regarding their not meeting the conditions of their consent order. Last meeting, there was discussion about obtaining a legal review of the letter; however, a decision was not made. Council does want the letter to be sent through the lawyer.

- ii. A neighbour expressed concerns about the dumping of tree branches and leaves on a property on the Sleepy Hollow Road. “No dumping”/”No trespassing” signs were erected on the property.
- d. **Applications in Progress** - In most instances, more information is required to finish processing the following applications:
- i. Application #MP-1195 to construct 23 new single unit dwellings at PID **444232**
 - ii. PID **901769** – for a single unit dwelling and private garage.
 - iii. PID **283739** -Final approval for the next two phases of the subdivision.
 - iv. Application #MP-1198-PID **283325 & 658799** -lot revision
 - v. Application #MP1207 PID **241059** for change of use.
 - vi. Application #MP 1208 PID **922740** for a single unit dwelling.
 - vii. Application #MP 1209 PID **280792** for a 1-Lot off subdivision.
 - viii. Application #MP 157 PID **280800** for a 1-Lot off subdivision
- e. **Applications Requiring Input/Updates**
- f. **Queries**
- i. The owner of **PID 283168** verified that the land they purchased on the Sleepy Hollow Road, was two approved parcels, although they have the same PID number.
 - ii. **PID 684506** inquired about having an art studio on the Royalty Road.
 - iii. **PID 281782** inquired how much road frontage is necessary to be able to subdivide on the Rustico Road, which is a collector highway.
 - iv. **PID 283473** on Rte. 2 asked if it would be possible to store landscaping equipment for a business on the property. The Department of Transportation responded that this would be industrial use if the equipment was being removed regularly, and they would not permit this use. The current use of the property is farm, and any other use, other than single family dwelling would not be permitted on the multilane section of an arterial highway where the westbound outer lane is a dedicated right turn lane to Route 7, unless access could be provided directly onto Rte. 7. They noted possibly access could be permitted from Rte. 2, if it were limited to “right in”, only. The property has not cut their lawn yet this season.
 - v. **PID 444240** on the Sleepy Hollow Road wants to change the use from what was approved in November 2005, under previous owners (farm accessory building for two horses and storage) to Accessory Apartment which is defined as “a self-contained Dwelling Unit with a prescribed Floor Area located in an Accessory Building or in a portion of a Building of only residential occupancy that contains only one other Dwelling Unit and common spaces, and where both Dwelling Units constitute a single real estate entity.” A **Dwelling Unit** means one or more habitable rooms designed or intended for Use by one or more individuals as an independent and separate housekeeping establishment in which separate kitchen and sanitary facilities are provided; The accessory building has a separate septic system and is larger than allowed in the bylaw.
 - vi. **Digital Sign** – The Municipality was contacted about the possibility of a digital sign at the hall, which was forwarded to the hall board. In discussions with company regarding signage regulations, his lawyer, Filip Hrga from Cox & Palmer noted that in Section 2 of the [Highway Signage Act Regulations](#),

Miltonvale Park is exempt from the Act and regulations. He noted this was confirmed in writing to him by Alan Aiken, the provincial Registrar of Signs, and the lawyer believes the municipalities that are exempt can do as they please regarding signage. The hall has use of the sign at Security First, and it was noted that lights or solar lights might improve its usefulness.

- vii. **PURD Zone** – The Developers are working on concepts for the PURD zone.
- viii. Several residents who had submitted **concerns** in March contacted the office to see if a response was ready.

- 10. **INQUIRIES BY MEMBERS OF COUNCIL** – Councillor Taylor wanted to bring attention to the non-profit Emergency Animal Response Team (EART), which is entirely volunteer-run, and meets monthly. He asked Council to consider how they could help support the group. For instance, they could do a fundraiser at the hall, council could sponsor their meetings, they could be asked to do a presentation, if there was a fundraising meal.

Councillor Frizzell left the meeting at 9:50 p.m.

EART could be invited to attend Canada Day to increase their visibility. EART has recently received \$15,000 funding from EMO to improve their vehicle.

Motion 2024:81 – Moved by Councillor Leo Doucette, seconded by Councillor Paul Poole that **Council contribute \$500 towards rentals at Milton Community Hall for the Emergency Animal Response Team.** Motion carried, 4-0.

- 11. **OTHER - Concern Form** – A large number of complaints in relation to the Frizzell rezoning, were submitted by more than a half dozen people. It appeared that some of the people who signed the form were not familiar with all the complaints submitted. The concern form will be revised to require that the form be signed by the resident submitting the complaint, and countersigned by a Councillor or staff, in person.
- 12. **INTRODUCTION AND READING OF OFFICIAL PLAN AMENDMENTS and BYLAWS**
There were no amendments or bylaws to approve.

13. **ADJOURNMENT**

Motion 2024:82 – Moved by Councillor Leo Doucette, that **the meeting be adjourned**, and Mayor Parker declared it so at 10 p.m.

Mayor

CAO

September 18, 2024

Date Approved

Next Meetings:

Regular Council Meeting- - Wednesday, July 17 at 7 p.m., if required

Planning Board – July 4 at 7 p.m., if required

EMO Committee – July 24 at 7 p.m.

Miltonvale Park

MINUTES June 19, 2024

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