

**Rural Municipality of Miltonvale Park Council
MINUTES**

Milton Community Hall

7:00 p.m., September 18, 2024

Present: Mayor Hal Parker, Councillors Paul Poole, Rosemarie Ramsay, Jamie Taylor, Andrew Frizzell, Leo Doucette, Spencer MacDonald and 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 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. Councillor MacDonald noted he had submitted an estimate for EMO Communications Equipment.

3. APPROVAL OF AGENDA

Motion 2024:83 – Moved by Councillor Jamie Taylor, seconded by Councillor Rosemarie Ramsay **that the agenda be approved**. Motion carried, 6-0.

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS

There were no public presentations scheduled.

5. ADOPTION OF MINUTES

Motion 2024:84 – Moved by Councillor Spencer MacDonald, seconded by Councillor Jamie Taylor that **the minutes of the June 19, 2024, Closed Meeting #1 be approved as amended, to remove identifying names**. Motion carried, 6-0.

Motion 2024:85 – Moved by Councillor Leo Doucette, seconded by Councillor Spencer MacDonald that **the minutes of the of the June 19, 2024, Closed Meeting #2 be approved as amended, to remove identifying names**. Motion carried, 6-0.

Motion 2024:86 – Moved by Councillor Spencer MacDonald, seconded by Councillor Leo Doucette that **the minutes of the June 19, 2024, Regular Meeting be approved as amended to correct a typo**. Motion carried, 6-0.

6. BUSINESS ARISING FROM THE MINUTES

- i. **Hall Renovation** – Council discussed options for using the Enabling Accessibility Fund, which can be extended to September 28, 2025, with the scope changed from the Hall elevator project. The 600 m. walking trail at the park could be paved, possibly with a decorative concrete, as well as the parking lot and disabled parking spaces. Other options could be to make the gazebo and park more accessible, make accessible paths at the community garden, or an accessible shower room at the hall.

Motion 2024:87 – Moved by Councillor Leo Doucette, seconded by Councillor Spencer MacDonald that **the Rural Municipality of Miltonvale Park apply to change the scope and deadline of the Enabling Accessibility Fund Grant to improve the accessibility of the Community Park**. Motion carried, 6-0.

- ii. **EV chargers** –The two new chargers were installed by CEVCS at the Miltonvale Community Park on August 30. The paperwork for the rebate was submitted to the province which will issue the rebate after the chargers are inspected.
- iii. **Conflict of Interest Concerns** – Responses were sent to residents regarding their complaints received in the spring and a separate letter was sent to the resident who had expressed her concerns to Council about the process surrounding the re-zoning and amendments to the Official Plan and Bylaws, and a Code of Conduct Concern. No further replies were received.
- iv. **North River Fire Department** – The municipal office has not received any word of an annual meeting for the fire department.
- v. **Procedural Bylaw** – The CAO still intends to review the Procedural Bylaw regarding public meetings and the time allotted for public presentations. It was suggested Charlottetown’s Bylaw be reviewed.
- vi. **Rural Beautification Community Spirit People’s Choice Award** – The municipality entered the contest and promoted it to residents. The period for voting ended on September 15.
- vii. **Prince Edward Island Community Grant for the Retention of Health Care Professionals** – The municipality applied for this fund after speaking to a new resident with a wife employed in health care, who enjoyed the two recent community meals/pot luck. Hazel Truong drafted an application which was approved for two cooking presentations on PEI foods and International Foods, a supper, and a four-session art project/classes.
- viii. **National Indigenous Day** – Councillor Ramsay held a smudging ceremony at the hall June 21.
- ix. **Concern Form** – Council reviewed the updated Concern Form and suggested it be revised to include “by the complainant” after the clause “in person” and a typo be corrected.

Rural Municipality of Miltonvale Park CONCERN FORM

Council will not respond to anonymous complaints. In order for action to be taken, residents are asked to provide a written description of the problem or complaint, including specific information and to sign these reports. Complainant’s names shall remain confidential, and they will be notified of any action taken.

This form may not be the appropriate form for a specific complaint to be addressed under any of the Municipal Bylaws. Please see <https://miltonvalepark.com/municipal-information/bylaws/> for more details on the appropriate process.

The completed form must be submitted by the complainant in person at the council office in the Milton Community Hall, and witnessed by staff. Office hours are Mondays 10-5, Tuesdays 1:30-6:30, Wednesday 9- 5, Fridays 10-12, or by chance or appointment (902-368-3090).

Name: _____ Phone: _____

Alternate phone number: _____ Date: _____

Email address: _____

Civic address: _____

Mailing address: _____

Signature: _____

NATURE OF COMPLAINT, ISSUE OR CONCERN:

Please be as specific as possible, including names and civic addresses, if known. If the issue is ongoing, please include specific times it has occurred, and continue to keep a record of these episodes.

7. CORRESPONDENCE

i. Conflict of Interest Bylaw Complaint

Councillor Frizzell left the meeting at 7:22 p.m.

Motion 2024:88 – Moved by Councillor Spencer MacDonald, seconded by Councillor Rosemarie Ramsay that **the meeting move to a closed meeting in accordance with MGA 119.1. Closed meetings** to discuss confidential information regarding: (g) the conduct of an investigation under, or enforcement of, an Act or bylaw. Motion carried, 5-0, at 7:23 p.m.

The meeting returned to an open meeting at 7:45 p.m.

Councillor Frizzell had left the property, so Council reviewed correspondence until his return.

- ii. Hope Parnham, Manager of Advocacy and Strategic Affairs, Canadian Society of Landscape Architects extended an invitation to an online national discussion on [Bylaws for biodiversity: Supporting habitat gardens in towns and cities](#). Hosted by the David Suzuki Foundation on Thursday, November 21, 2024, 2 to 3:30 p.m. ET this will provide an opportunity for municipal staff and elected officials to connect and explore strategies for effective bylaw reform. The [Ecological Design Lab](#) at Toronto Metropolitan University published new resources as part of their ongoing [Bylaws for Biodiversity project](#) including [Bylaws for Biodiversity Report: Barriers and Opportunities for Naturalized Gardens](#), with an in-depth examination of the current policy landscape in Canada, and the [Toolkit for Municipalities](#) which supports staff in the development and implementation of evidence-based bylaw enforcement mechanisms.
- iii. **WelcomingWeek2024 -September 13 to 22.** Municipalities were encouraged to host events, and share stories of inclusion social media with the hashtag #WelcomingWeek2024. A [Toolkit](#) is available, or their [social media](#) content can be shared. [Welcoming Week event map](#).
- iv. The Premier sent official invitations to the ceremony for **National Day for Truth and Reconciliation** on Monday, September 30, 2024 at 11:30 a.m. in front of the Shaw Building and to the ceremony for **Treaty Day** on Tuesday, October 1, 2024 at 9 a.m. at the Provincial Administration Buildings Courtyard at 95 Rochford Street. RSVP to crystalogden@gov.pe.ca by September 20, 2024.
- v. **PEI 2BT - Two Billion Trees Program.** The municipality received approval for \$38,743.27 to plant trees on the municipal lands in the StrathRae Subdivision. Coordinator Hailey Blacquiere is hoping to arrange an onsite visit soon.
- vi. **Fostering Resilience in Women Municipal Leaders** – There is a workshop hosted by FPEIM on Saturday, Sept. 28, 9:30 am-3:30 pm, at the Credit Union Place in Summerside. Topics include communications, media, and well-being in public life – plus the chance to network and share. Councillor Ramsay is not available to attend.

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

Council returned to the subject of the Conflict of Interest Allegations.

Agenda Item 7.1.

Resident Gezinus Vos lodged a written complaint against Councillor Frizzell, dated July 6, 2024 alleging that the Councillor was in conflict of interest during the following:

1. Councillor Frizzell is not recorded as having left the open meeting on March 20, 2024.

2. Councillor Frizzell failed to recuse himself for the portion of the meeting during the Planning Report (Pg 10 – Applications requiring input. A. Rezoning PID 283325 and 658799...”) on March 20, 2024.
3. Councillor Frizzell failed to recuse himself -Pg 12 Proposed Bylaw and Official Plan changes on March 20, 2024.
4. On April 17, 2024, Councillor Frizzell failed to recuse himself for the approval of the minutes of a closed meeting for which he attended parts of it.
5. On April 17, 2024, Councillor Frizzell failed to recuse himself for discussion on the complaints received from residents about his property.
6. On April 17, 2024, Councillor Frizzell failed to recuse himself for the review of correspondence received including (page 8) xxiv. the information requests from Ms. Carragher
7. On April 17, 2024, Councillor Frizzell failed to recuse himself for the review of correspondence received including and xxv. the FOIPP request from Eva Mol.
8. On the Councillor Disclosure Form, Councillor Frizzell failed to disclosed, under the Corporate Interest he is President, Director and Shareholder of Frizzell’s Auto Body Limited and that he had signed a Development Agreement with the Municipality.

Council reviewed the accusations with Councillor Frizzell. It was noted that the complainant had waived his right to appear before Council to speak to the complaints registered.

Councillor Frizzell confirmed that he is the owner/operator and total shareholder of Frizzell’s Autobody and that he will update the Council Disclosure Form to fully identify that.

Council noted the following pertaining to each complaint:

1. Councillor Frizzell’s departure was noted in the minutes at the beginning of the closed meeting, rather than during the open meeting.
2. There was no discussion of the application to rezone at the March 20th Council meeting, as Council was waiting for Planning Board to review the information from the Public Meeting.
3. There was no discussion of Councillor Frizzell’s application during the Proposed Bylaw and Official Plan changes section of the meeting. There was an update on Property Identification Numbers on parcels on the Sleepy Hollow Road, and an update on IRAC’s procedure on planning appeals.
4. Approving minutes of a meeting does not constitute a conflict of interest.
5. The discussion of the complaints received regarding the Frizzell property were discussed during the Closed Meeting of April 17, 2024 which began at 7:05 p.m. Councillor Frizzell was not in attendance at the Closed Meeting.
6. Councillor Frizzell was present for a review of correspondence received, including requests for information from Ms. Detry Carragher; however, requests for information did not impact any decision-making regarding the developer’s application at that time.
7. Councillor Frizzell was present for a review of correspondence received, including a FOIPP request by Mrs. Eva Mol; however, requests for information did not impact any decision-making regarding the developer’s application at that time.
8. Councillor Frizzell disclosed he was the owner/operator of Frizzell’s AutoBody on the Council Disclosure Form. Council’s Records’ Retention Policy requires Development Agreements be retained for 12 years. The Development Agreement with Miltonvale Park signed by the Developer was done so in 1999.

Councillor Frizzell left the meeting at 7:57 p.m.

Motion 2024:90 - Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald, that **after discussion of the allegations, reviewing the records, and hearing from Councillor Frizzell, that Councillor Frizzell not be found to be in Conflict of Interest in the issues brought forward in the July 6, 2024 letter from Mr. G. Vos.** Motion carried. 5-0.

Councillor Frizzell returned to the meeting at 7:59 p.m. and was informed of Council's decision.

- vii. **Nuwelcom** -Shane MacDonald, of Nuwelcom, reminded the municipality of the GEDI application deadline of September 27 to enhance inclusivity within municipalities. Nuwelcom can assist with an application to provide information from Council in 13 other languages. The cost for Miltonvale Park would be the annual subscription of \$1,250 plus the first year set up fees of \$500. While this was seen to be a potentially good thing to do, Google Translate may suffice for now, with the relatively low percentage of residents who do not speak English.
- viii. FPEIM requested nominations for the **Municipal Achievement Award** by 4 p.m. on September 19, 2024. The award will be presented at their semi-annual meeting, hosted by the Rural Municipality of Abram Village on Sat., October 19, 2024, at Village Musical. Councillor Ramsay, Mayor Parker and the CAO expressed interested in attending the meeting, and Councillor Poole may attend, if available.

Motion 2024:91 – Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald, that **Miltonvale Park pay for up to four people to attend the FPEIM semi-Annual Meeting on October 19, 2024.** Motion carried. 6-0.

- ix. Peter Duinker, of Tree Canada, announced a free **urban-tree workshop**, for small and medium-size municipalities to learn about enhancing urban tree populations at the Farm Centre in Charlottetown on Wednesday afternoon, Nov. 27.
- x. FPEIM sent information about webinars - **Wednesday, Sept. 11, 1-2 pm: Audits Versus Examinations** will explore the two very different types of “audits,” plus books and record-keeping for GST/HST. **Wednesday, Oct. 9, 1-2 pm: Cost-sharing and Other Relationships** (including agency and reimbursed expenses) will discuss the GST/HST implications when one municipality “reimburses” monies to another municipality. **Wednesday, Nov. 6, 1-2 pm: Real Property** will review GST/HST implications related to property, with topics including construction, acquisition, substantial completion, self-assessment, fair market value and GST/HST owing, ITCs, and rental rebates.
- xi. **AMAPEI** – The Association of Municipal Administrators is meeting on Friday, October 25 in Linkletter for their AGM. The theme is **Administrator's Toolbox**, and the CAO has registered.
- xii. Christine Belanger reached out in early September to see if the municipality was once again interested in offering **square dancing** on Tuesday afternoons, which began last spring as part of last year’s New Horizons for Seniors Project. As only one couple from Miltonvale Park attended, the opportunity was passed to the Hall’s Milton MVPs project.
- xiii. **Extreme Weather Workshops** - Five workshops organized by Clean Foundation will offer practical guidance on preparing, navigating and coping with extreme

- weather emergencies. **Household Emergency Preparedness, Mental Health Resilience and Volunteer Training.** One is Monday, September 23, 6-8:30 p.m., at the Milton Community Hall. Councillor Taylor noted that he will bring several Naloxone kits to the hall. He has completed Opium Overdose First Aid. The new kits contain three needles and three vials. The mist inhalers are not free.
- xiv. **Canoe Procurement's** monthly newsletter included information on the equipment rental program, new and renewed suppliers contract, fuel and lubricant programs, their Fall Trade Show Registration in Alberta on Nov. 5, and a [Webinar](#) on **Tuesday, September 24, 2024** about becoming an approved supplier.
 - xv. [Canadian Emergency Preparedness and Climate Adaptation Convention](#) takes place in Ottawa, September 25-26. Topics include policy and governance; public-private collaboration; community engagement and sustainable development; Indigenous knowledge; climate science; risk assessment; infrastructure resilience; and emergency response and recovery. Conference pass rate – \$895.
 - xvi. The **Green and Inclusive Community Buildings (GICB)** program offers significant funding opportunities to support the retrofitting, repair, or replacement of existing community buildings, with a focus on improving energy efficiency and reducing greenhouse gas emissions. Greg Bolger from Hummingbird Energy offered a 15-minute [online meeting](#) to discuss the program with respect to Miltonvale Park.
 - xvii. Saturday, August 31st is **International Overdose Awareness Day** - Talk about, reflect, and prevent overdose in our community. The theme, "Together we can," is about acknowledging the strength of coming together and standing in support of those connected to the tragedy of the overdose. PEERS Alliance requested flags be lowered to half-mast on August 31st and buildings lit purple during the evening and overnight. www.peersalliance.ca
 - xviii. The Sport, Recreation and Physical Activity Division of the Department of Fisheries, Tourism, Sport and Culture circulated a survey on the state of **sport and recreation facilities** across the province and whether any major investments are planned for facilities over the next few years.
 - xix. FPEIM held a **Women Municipal Leaders Summer Social** on Thursday, August 29, 6-8:30 pm, at the O'Leary Community Complex. No one attended from Miltonvale Park.
 - xx. The August FPEIM Newsletter included information about the [Gender, Equity, Diversity, Inclusion, and Community Enhancement Program](#) which supports projects that build a more inclusive PEI. Funding streams include open proposals, community events and celebrations, and gender-based violence prevention. Up to 100 per cent of eligible project costs may be funded. The program has a total budget of \$650,000. For details, see the [program guidelines](#). Applications are due by Sept. 27, 11:59 pm. Summer student Hazel Truong drafted an application requesting \$3700 and including a Dreamcatchers workshop, Religion panel discussion, Gender diversity trivia night, Diversity movie nights, Language exchange café, international cooking class and possible potluck. It was also suggested that a drum circle be added.

Motion 2024:92 – Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald, that **Councillor Ramsay and the CAO be given authority to apply for a project for the Gender, Equity, Diversity, Inclusion, and Community Enhancement Program.**
Motion carried. 6-0.

xxi. **Canada Community-Building Fund Sessions** - The Province will host municipal information webinars on the Canada Community-Building Fund and the requirements to access the funding. Under the [2024-2034 agreement](#) there will be \$200 million over ten years to help PEI municipalities build and improve infrastructure. Municipalities received the new Capital Investment Plan (CIP) form and reconciliation forms and can either submit new CIPs to add new projects or use the transfer request form to allocate funding to existing projects. The MSC portion of CCBF funding is still available, but it is not open for applications now. The deadline for new CIPs is Friday, October 4 at 4 p.m. The CAO will attend a webinar on September 19. The contact with the Province is Curtis Lumsden at cslumsden@gov.pe.ca or 902-368-6637. The reconciliation sheet from the Province shows the following current projects, although changes were submitted in March which may not currently be reflected:

- a. 54.2.3. Community Park Revitalization - \$26,764.71
- b. 54.2.6. Milton Hall Elevator -\$170,964.40
- c. 54.2.8. Community Garden -\$14,174.10
- d. 54.2.9. Strathrae Park - \$19,700.77

The allocation for 2024-2029 is \$186,435.30, plus there is \$160,796.42 carried over for a total of \$347,231.72.

Possible projects included a heat pump in the park shelter, a possible housing project, or active transportation projects. The municipality could move the older generator that was at the hall to the park, as Warren Grove does not appear to be interested in taking it. The municipality could also purchase a propane stove and propane water heater, as propane companies may require a minimum level of propane usage. The park could be an emergency warming space for the residents of Meadowvale Community. The park could also be used for winter events.

Motion 2024:93 – Moved by Councillor Spencer MacDonald, seconded by Councillor Paul Poole, **that the Rural Municipality of Miltonvale Park submit a Capital Investment Plan for the municipality's Notional Allocation for the Canada Community Building Fund to perform upgrades to the park shelter at the Miltonvale Community Park, including the installation of a heat pump, propane stove, propane water heater, the relocation of a generator, and the installation of solar panels at 413 Sleepy Hollow Road.** Motion carried. 6-0.

- xxii. [Canada Games Legacy Fund](#) - Municipalities, provincial sport organizations, and provincial not-for-profit organizations are eligible for the [2023 Canada Games Legacy Fund](#) to benefit sport programs and facilities. The application portal is [online](#) and the deadline is September 30. It was noted that the municipality still needs to review the Active Transportation Plan. It would be good to have a trail from the Milton Community Hall to Rte. 2, as the paved shoulders are still not very safe.
- xxiii. [Growing Canada's Community Canopies](#) from the Green Municipal Fund offers funding support for new tree-planting projects. Applications are due by October 15 to support the fall 2025 planting season. The program offers strategic funding for urban forest planning, research, and operational support.
- xxiv. Municipalities were asked to support **habitat gardens**.
- xxv. The August 12, 2024 **Municipal Affairs Newsletter** included information on the Canada Community Building Fund, the Annual Municipal Information Return (AMIR), Women Municipal Leaders Summer Social, FPEIM's Municipal Achievement Award, the Association of Municipal Administrators of PEI Annual

General Meeting, supports for Housing Developers, the [Municipal Infrastructure Fund](#), [Subdivision Development Financing Program](#), [Supports for Housing Developers](#), [Changes to the Provincial Subdivision and Development Regulations](#) to raise the threshold for the requirement of dedicated open space in a subdivision. Open space refers to outdoor amenity space for recreational use, the Emergency Management Exemplary Service Award, [The PEI Flood Guide: A Resource for Local Land Use Planning](#), Local Leadership for Climate Adaptation Initiative, Empowering Women and Gender-Diverse Advocates for Climate Resiliency, Hurricane Preparedness, the [GEDI program](#), and increases to the Community Capacity Building stream of the [Rural Growth Initiative](#), which now funds up to 75% of costs to a maximum of \$50,000, and now funds inclusion and economic growth activities.

- xxvi. The office received a request from resident for **assistance with property tax**; however, there is no municipal program for tax relief. With the permission of the resident, the CAO made a request for donations on the private residents' Facebook group and \$325 in donations were forwarded to their property tax account.
- xxvii. The office received a request for an **attestation letter** for a resident for a student Visa, and a response was sent.
- xxviii. The [Agriculture Resiliency Program](#) supports initiatives that build the strength and viability of the agriculture industry, and assist industry in preparing for current and future threats such as climate change and extreme weather. It also supports initiatives in producer wellness and mental health and provides 100% funding to a maximum of \$7,500 per project that has a clear link to producer mental wellness. (e.g. dinner theatre, ATV poker run, BBQ, Ball, group dinner, meeting, sporting event, etc.). The Municipality is not interested in applying at this time, although a tractor component to the annual car show was suggested.
- xxix. **Project #19649862** – The application for additional funding for the Milton Hall Elevator Project made through the 2023 Call for Proposals under the Mid-Sized Projects Component of the **Enabling Accessibility Fund** was not funded because Miltonvale Park does not offer more than one program, service and/or support targeted for persons with disabilities.
- xxx. The Department of Housing, Infrastructure and Communities Canada, (formerly Infrastructure Canada) has opened applications for the [Green and Inclusive Community Buildings \(GICB\)](#) program. It aims to build new community buildings in areas with populations experiencing higher needs, and improve the quality and resilience of existing buildings, making them more energy efficient and more open and accessible. The deadline is October 16, 2024, at 15:00, ET. There are two streams: Small and medium retrofit projects, with total eligible costs ranging from \$100,000 to \$2,999,999 and large retrofit and new build projects, with total eligible costs ranging from \$3 - \$25 million.
- xxxi. **Recreation PEI** sends monthly folders with social media links – [Here is Aug:](#)
- xxxii. Municipal audited financial statements and the 2024 [Annual Municipal Information Return](#) – AMIR are due to Municipal Affairs by October 15, 2024.
- xxxiii. One of FPEIM's member municipalities is looking for information **on HR Policies and Procedures regarding overtime, sick and vacation time** from other municipalities
- xxxiv. **Concerns** – The CAO passed on a concern to the province from a resident in Miller Drive who wanted brush trimmed from the provincial right-of-way near the cul-de-sac. A courier company was contacted regarding a driver who speeds daily on the Crabbe Road near supper time.

- xxxv. [Enabling Accessibility Fund \(EAF\) Youth Innovation Fund](#) will engage youth to identify barriers in communities, promote awareness of the program and assist eligible organizations in the development of applications. Youth apply by October 4, 2024, to become a Youth Accessibility Leader (YAL). Organizations submit a funding application for up to \$12,000 in collaboration with the YAL by November 1, 2024.
- xxxvi. **Recreation PEI** - Provides one annual playground inspection to all members as part of their membership fee.
- xxxvii. **Municipal Capital Expenditure Fund** -Infrastructure – Municipalities can claim capital expenditures from Q1 now, or expenditures from 2023-2024 before March 31st, 2025. The form is available from Matthew Lane at mjlane@gov.pe.ca.

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

a. **Environment and Community Living**

1. **Cornwall & Area Watershed Group** - Councillor Jamie Taylor reviewed the recent CAWG meetings.

- a. **July** - Coordinator Hannah MacLean had a field visit with the Mi'kmaq Print and Design, regarding the new logo design. A fishing derby was planned for July 17 at the North River Causeway, and prizes were donated by Escape Anglers, Canadian Tire, and Going Fishing. The Bioblitz is July 27 at the Circle of Peace. A tablet was purchased for use in the field. Five trees were given away at Trees for Trash. CAWG sold seven memberships and had good engagement at the Cornwall and Miltonvale Park Canada Days. A banner would be useful for public events.
- b. **August** – A vegetation survey of Hyde Pond was conducted. The post-project survey date has yet to be decided. Photos of a vegetation survey from 7 or 8 years ago are going to be shared. Environment and Climate Change Canada asked CAWG to collect water samples to monitor the levels in the water system. Test results will be shared with CAWG. The usual cost is \$90/test. Brush mats were installed on North River, Milton Brook and topped up at Watts Creek. A sign and phone stand were installed at Hyde Pond for members of the public to take and share photos to collect a time lapse of how the pond changes throughout the year. The CAWG team canoed from Milton Bridge to the Causeway. The tablet is being used to collect RGA and for an electro-fishing activity. Flipping rocks and raking is being conducted to encourage vertebrates and fish to occupy the area. The board reviewed four potential logo designs for CAWG through Mi'kmaq Confederacy of PEI. July's Bass Fishing Derby at North River attracted over forty people. Eleven bass were caught, with the largest being caught at 9 p.m. and measuring 76 cm. The Bioblitz was not as successful as hoped. It was suggested that directional signs (e.g. "CAWG EVENT THIS WAY) be purchased. CAWG staff made several visits to Trilby Lane Day Camps (North Milton), and most recent focused on "Fish Grow on Trees" which explained how trees provide for the river and fish migration. The coordinator shared a slide show of the Hyde Pond Restoration Progress from July 11 - August 12 and noted how pleased they were with the work of Matheson Construction. No decision has been made yet whether this will become a public space. In the interim, signage

will be erected to inform the public of the restoration. CAWG has not decided if the media blitz will be this autumn or next spring.

- c. **September** -CAWG has agreed to cover the cost of health and dental insurance for the two permanent employees. The formation of committees for Membership, Fundraising, and Event Planning was discussed. CAWG is taking part in Cornwall's Corn Fest and will set up a table at the Community Farmers' & Flea Market to promote membership and community involvement on October 26th, from 11a.m. to 1 p.m. at the Cornwall Civic Center. Edits were suggested to the logo designs. For the second year in a row, no Atlantic Salmon were found in the watershed, although there were many other species. All crew members were interested in returning next summer, if possible. The coordinator, project manager and one student (who is with CAWG until Spring 2025) will apply for 2025 and 2026 funding, develop work plans, and complete reports and documentation. CAWG now has 100 new members.

2. Projects

a. Community Garden, Miltonvale Community Park and Strathrae Park

- i. **StrathRae** – The wooden fence is about 2/3 installed at StrathRae, and may be completed within the next week. The developer allowed fill to be placed on the lot, which unfortunately included Japanese Knotweed. Mathesons will shape the lot considering drainage, remove the larger clumps of knotweed, and truck in at least 4" of topsoil. Spruce Grove has trees and plants, to plant by mid-October. The park land was subdivided in August, although the municipality has not yet acquired the deed from the developer. The municipality was taxed on the land at the entrance to Strathrae this spring. The gazebo has not been erected and is stored in the garden shed. ACOA has not yet arranged a site visit.

Motion 2024:80 – Moved by Councillor Spencer MacDonald, seconded by Councillor Leo Doucette, **that Council seek legal advice regarding the Japanese knotwood situation on the new parkland.** Motion carried, 6-0.

- ii. **Community Garden** – Kevin MacLeod has started the greenhouse installation. The rest of the picnic tables and benches were assembled by volunteer Bob Garneau. Four benches and two picnic tables (6 ft and 8 ft) need to be picked up from his house. The [Island Community Food Security Fund](#) granted the municipality \$9,665.07 for items such as seeds/weeder, plants for the garden, trees, a tent, shelving, bulletin board, bottles for preserves, signage, bags, raised beds, and an electric rototiller. There are asparagus, rhubarb, haskap, blackberry and grapes to plant. People are very much enjoying the garden, which is producing lots of food. Nathan Aten agreed to make more raised beds over the winter. Mayor Parker offered to donate cedar boards. A relative of Councillor Taylor offered to lend the community a bee hive to help increase the pollination.
- iii. **Playground** – The new playground equipment was installed in late June, and is very much appreciated.
- iv. **New Horizons for Seniors Program (NHSP) Community 2024-25 Miltonvale Park – Life in the Movies** was approved for \$9180. There are movies at 6:30 many Sunday evenings. During the summer, there were sessions on Nova Scotia South Shore cooking, armchair travel (France Lunch and Learn), French cooking,

fish cooking, four weeks of beginner and level 2 line dancing, and a wedding dress display. Events that are planned this fall include a car rally on Sept. 21, Greek cooking on October 24, and a 50-60s afternoon Halloween dance on October 31.

- v. The CAO circulated a Google Drive link with a master list for council and hall **activities** that have been funded for the 2024-25 year.
- vi. **New Horizons for Seniors – 2025-26** – An application was submitted for \$13,618 to host eight supper club meals and speakers, establish a garden club (grow pumpkins for community and plant flower/herbs for seniors), have food presentations, buy gymnastic ribbons and walking poles, take a bus trip to Port LaJoie and Bonshaw, host four art classes, basket making, and an improv class.
- vii. **PEI Seniors Secretariat Funding** - On August 5, 2024, the municipality received approval for \$3000 of the \$3370 requested to hold **Miltonvale Park Seniors – Gardens, Gallivanting, and Gosh Darn Technology**. The municipality hosted a bus tour to North Cape, the Stompin’ Tom Center, and Kool Breeze Farms for 54 people. On September 30 a “Preserving the Harvest – Apple” workshop is planned with Linda Weeks. A Garden Tea is scheduled for September 24. A session on Frauds and Scams, as well as three Tech Talks need to be planned.
- viii. **Active Transportation Plan** –The municipality still intends to present the plan to the public to get feedback to enable the municipality to apply for the winter intake for the Active Transportation Fund.
- ix. **Gender | Equity | Diversity | Inclusion and Community Enhancement Program** - A Drag Brunch is being planned for October 19. A Drag Storytime and workshop/round table need to be held before Dec 31, 2024, for this grant for which \$5330 was received. Outrageous Bingo was held in the summer.
- x. **ParticipACTION Community Challenge** – Miltonvale Park received \$1000 for the community wide activity challenge. The municipality did not reach the finals in PEI, although it organized weekly yoga in park, a Come Try Pickleball (June 22), Learn to Line Dance, and the Move More than Mayor contest and the virtual walk, as well as beach walks (June 24) with Leone.
- xi. **Car Show** –The barbeque left at CMP did actually belong to the Winsloe Lions Club, and was finally retrieved. The municipality donated \$2400 to the Upper Room Hospitality Ministry for the Food bank. Deputy Mayor Paul Poole and Trevor Spinney of CMP recently had their photos taken for the cheque presentation to the Food Bank.
- xii. **50th Anniversary** – Approximately 65 people attended the celebration marking 50 years of incorporation for Miltonvale Park on July 17, 2024. The very pleasant event included a dunk tank, get-acquainted game and strawberries and ice cream.
- xiii. **Canada Day** – Canada Day was a very successful event, with a more people attending than usual. Additional food needed to be purchased that day. The Emergency Animal Response Team and the Cornwall and Area Watershed Group had displays. The final report has been sent to Canadian Heritage, which helped fund the day.
- xiv. **Halloween** – The municipality will plan a drive thru event on Saturday afternoon, October 26.

d. Activities

1. **Yoga** is held on Tuesdays and Fridays. Leone Curtis leads mat yoga at 8 a.m. and chair classes at 9:15 a.m. Central Region Sport and Recreation Council is currently subsidizing Friday classes, which costs them about \$900 for three months. Classes will likely move an hour later into the fall.

2. **Exercise** – KK Pinkowski led Active Aging classes on Mondays over the summer. There were no classes the first 2 weeks in September, but classes resumed Mondays and Fridays on September 16. Michele Gallant is going to lead Wednesday classes at 9 a.m. and began on September 18.
- e. **Park**
1. **Park rentals** -There were more rentals than usual with the park or shelter being booked on August 18, 27 and 30, September 14, 22, and 28, and October 5.
 2. **Students** – This summer the students painted the shelter. One had her new iPad stolen from the shelter, but it was recovered by police. The corner closet was keyed to provide a safe space to keep personal items. The staff did special programming for children. There was also a Wednesday morning youth pickleball program. Councillor Taylor noted he had attended some of the programming with his niece and was very impressed with the students this summer.
 3. **Heat Pump** – The students suggested a heat pump be purchased for next summer due to the very hot, humid summer temperatures. The electric heat pumps are also very difficult to control. The exterior washroom may need to keep the baseboard heating.
 4. **Ruth Awuja** volunteered at the park 66 hours in July and 137 in August. Unfortunately, she is still not eligible to be employed, nor to participate in the Community Service Bursary program. Last year Council provided an honorarium of \$400/week (40 hours).

Motion 2024:81 – Moved by Councillor Jamie Taylor, seconded by Councillor Rosemarie Ramsay, **that Council provide Ruth Awuja with a gift to the value of \$2000, consisting of an iPad and cash to recognize her significant contributions to the park this summer.**
 Motion carried, 5-0.

5. Gloria Wooldridge would like to install a **telephone** for pets that have crossed rainbow bridge. Mayor Parker spoke with Trevor Matheson, who will bring a large tree to the park for the base for this project. **Ballfield** -Charlottetown Minor Ball used the ballfield Monday -Thursdays evenings and Saturday mornings for the summer. They also used several other time slots sporadically through the summer. There were also two other requests for regular timeslots.
6. **Cricket** –Although the group had booked Saturday and Sunday evenings, staff is not sure if they used the park regularly.
7. **Pickleball** – The pickleball players requested that the entrance into the pickleball court be made wider. They had asked for and had shelves installed in shed. They would also like an AED to be installed at the park, which Council will consider. The park is currently only used spring to fall. There is an AED at the Correctional Facility. The coatings, applied to the tennis and basketball courts, had delays during installation. The “kitchen” area (the closest box to the net in the pickleball court) in the basketball court is “out” the width of a line. Everline did leave some paint, which is now in the hall basement, for touch ups. The coated courts are slippery when wet, so signage was made to warn users. There is a squeegee and a roller to help dry the courts. The pickleball players really like the separate court, which is used for the more competitive players.

- f. **Community Signs** – The two Welcome signs on Rte. 7 were replaced over the summer. Thanks were expressed to the Mayor, Councillor Taylor, Norm Birt and George Lebedev for their efforts.
- g. **APM Centre** – The Communities 13, Inc. Board met with the Expansion Committee on August 15. The Board resolved to move forward with the expansion plans and apply for funding through the [Housing, Infrastructure and Communities Canada - Green and Inclusive Community Buildings Program](#) by the deadline of October 16th, 2024. Fitzgerald and Snow, who constructed the new Simmons Arena, are providing a cost estimate for the second ice surface. The committee has identified several grant opportunities. Miltonvale Park just received the new capital contribution invoice of \$4950, which was calculated using a new formula, which is 0.05 cents per hundred, on the previous year's assessment. The municipality had been paying \$4154 since 2012.
- h. **Billion Trees** -The municipality was approved for over \$38,000, with trees to be planted on the municipal land at Strathrae - spruce trees for the top lot by entrance (20) with white spruce trees, three white pine trees, four oak, and fourteen maple trees at the lower lot, with the items required to plant them.
- i. **Mosquito control** – Rachel Senter is helping to collect the \$30 per household for mosquito control from the residents in the Crabbe Road area to reimburse the municipality.

iii. Emergency Measures

- a. **Generators** -The EMO committee met on July 24, before the new generator was completely installed. It was thought then that the propane connection may need to be enlarged. The six smaller portable generators, stored by Councillor Doucette, have oil packed in the boxes, but will need gas. Miltonvale Park also needs to purchase two additional gas cans, and stabilizer, and should purchase six generator extension cords. The generators use straight gas. A \$50 gas card, and a two-ounce measure could be purchased and left with each generator to be used for high-test gas. The generators and accessories should be labelled. It is hoped the generators could be stored in different areas of the municipality. Councillors MacDonald and Taylor each offered to store one. It was suggested Norm Birt, Gordon Aten, Don Aitken, or the Watts farm on the Colville Road also be asked to store the generators, and one could be stored at the Community Park. Once the generators have been used, they should be started monthly. The CAO will circulate a draft agreement for use of the generators, and there should be list outlining expectations for those who store them. Warren Grove had been offered the old generator after the June meeting; and were reminded once, however, they have not picked it up yet. It could be used at the park.
- b. **Driving** - Councillor Taylor noted he has a 2A Drivers' license, which allows him to drive any vehicle except class 1 and 7, if needed during an emergency.

Councillor Spencer MacDonald left the meeting at 9:03 p.m.

- c. **EMO Radios** – Spence Communications submitted a price of approximately \$24,500 for tripod on the roof of the Milton Community Hall, with a ft fiberglass antenna, 2 brackets mounted and a repeater in either the CAO or Development Office and radios. It was suggested that Linden Farms may also be an appropriate location for a tower. A second price should be sought, although the radios would likely be included in the 2025-2026 budget. The municipality did get four free [two-way radios](#) with purchases from Uline.

Motion 2024:82 – Moved by Councillor Jamie Taylor, seconded by Councillor Andrew Frizzell, **that Council include the purchase of Emergency Radios and equipment to operate an emergency system, in the municipal Capital Investment Plan, if it is an eligible purchase.** Motion carried, 5-0.

Councillor Spencer MacDonald returned to the meeting at 9:11 p.m.

- d. **EMO Plan** – Councillor MacDonald’s phone number needs to be corrected in the EMO. It was suggested Bell Aliant be contacted to have phones protected for those who use copper lines. Mayor Parker will ask his contact at Bell. Eastlink should also protect lines. The municipality could do an inventory of houses, and could create a Facebook group to help plan in emergencies. The municipality could also distribute fridge magnets with EMO information for an emergency. Pets should also be considered in an emergency, and the municipality could acquire a box car or insulated shell, old ambulance or bus. There are also some farms that may have space, such as Pinwheel Farms, Gordon Laird’s, Gordon Carter’s, or Nanne Garnham’s shed. There was a list of things to pack, within certain available timelines, if households had to evacuate. It will be edited to remove guns from the list.
- e. **Tabletop Exercise** – It was suggested that a fire be a possible topic, and EMO be contacted to do an exercise on a Wednesday evening for 2-2.5 hours. It was suggested that someone be hired through Skills PEI or on the job training to develop a data base of vulnerable people, and list of equipment.
- f. **Emergency Shelter Kits** - Nick Jagoe from Public Safety asked municipalities if they were interested having one of the 60 Emergency Shelter Kits provided by the province. The kits are about the size of a hockey net, have wheels and contain useful [items](#). EMO is working on a Memorandum of Understanding for their distribution.
- g. **Reception Centers** - Reception centre information is available [online](#), and can be updated from the log in page [Reception Centres \(princeedwardisland.ca\)](#). If help is required, contact municipalaffairs@gov.pe.ca or 902-620-3558.
- h. **EMO Workshop** – Councillors were reminded of the free workshop at Milton Community Hall on September 23 hosted by the Clean Foundation.
- i. **Disaster Financial Assistance Program for Municipalities** -The CAO will submit the claim from Fiona when time permits, before September 2025.
- j. **Emergency Center Resiliency Fund** –The generator, stove, fridge, freezer, and air purifier are all installed and working. The municipality is still waiting for a bill from Coles Construction to close out the claim for the Rural Growth Initiative. The generator base needed to be enlarged so generator could be moved further from building.
- k. **Enhanced Monitoring Reports (EMR)** were received for the CN/CPKC Rail Strike from PEI EMO and the weather system on July 10.
- l. **Red Cross** -The municipality still needs to sign a contract with the Milton Community Hall regarding the warming center.

iii Personnel Committee - Councillor Frizzell

- a. **CAO Contract** – There has been no further progress on the CAO contract.
- b. **Employee Code of Conduct** - There has been no further progress on the Employee Code of Conduct.
- c. **Skills PEI Project** - Norm Birt completed his 15 weeks of employment on August 8, but required 75 more hours to qualify for Employment Insurance. Skills PEI extended the program for the first two weeks of September.

- d. **Development Officer** – North Shore terminated Mirko Terrazas’s employment effective on September 16, as they are “going in a different direction”. While he is investigating other employment options, Miltonvale Park will employ him as a permanent part-time employee. There may need to be changes to his working hours, depending on circumstances. The municipality will need to subscribe to Geolinc, at a cost of \$18/month.
- e. **Letter from Resident**

Motion 2024:83 – Moved by Councillor Jamie Taylor, seconded by Councillor Leo Doucette, **that Council move to a closed meeting under the authority of the MGA119. 1 (d) to discuss human resource matters.** Motion carried, 6-0 at 9:17 p.m.

The meeting returned to an open meeting at 9:40 p.m.

Shari MacDonald returned to the meeting at 9:41 p.m.

- f. **Summer students-** Funding was received for four students over the summer. The CAO plans to submit the required reports on September 19, 2024.
 - i. **Canada Summer Jobs** funded one youth for eight weeks for 35 hours/week, and the municipality is reimbursed one-half the minimum wage. Jason Blaisdell, who is a resident of Miltonvale Park, was hired for more hours weekly and also for several additional weeks.
 - ii. The **Post-Secondary Student Program** funded two post -secondary students, at minimum wage, plus vacation pay for 14 weeks/40 hours. Hazel Truong, UPEI Co-op student, was hired as the Assistant to the CAO, and Nathalie Antoun was hired to be the supervisor at the Community Park.
 - iii. **Jobs For Youth** funded one youth aged 15-29, for eight weeks, at minimum wage plus vacation pay for 40-hour weeks. Kessiena Kama was hired through this program to work at the park.
 - g. **Fall Employee** – The CAO hired Jenna Rhynes on a casual basis to work at the garden in September.
 - h. **First Aid Training** was held in July for the students working in the community, and members of the public.
- iv **Finance/Payment of Accounts - Councillor Ramsay**
- a. **Remittance** – The municipality is a quarterly remitter. Remittances were paid for June 30, 2024, and are due next after September 30.
 - b. **Reports and Payment of Accounts** –May and June preliminary statements were circulated. The adjusting entries for the 2023-24 year-end have not yet been made.
 - c. **Audit** -The audit completed by MRSB was circulated.

Motion 2024:86 - Moved by Councillor Jamie Taylor, seconded by Rosemarie Ramsay that **the audit for the Rural Municipality of Miltonvale Park for the 2023-24 year be approved as circulated.** Motion carried, 6-0.

The CAO will submit the audit and the completed Annual Municipal Information Return (AMIR) to the Province by October 15, 2024. The CAO noted some funds may have to get moved to the regular chequing account before the end of September, as fire dues need to be paid.

7. **REPORT FROM CAO** – CAO Shari MacDonald reported attending webinars “Find support for your community building retrofits,” and for those applying for the New Horizons for Seniors Program, and completing the survey about [Anticipated Facility Renovations or Improvements](#). She applied to have Miltonvale Park be a host organization for a Youth on Board student. The CAO sent regular email updates with events, supervised staff, composed a newsletter, and submitted information for the Official Plan and Bylaw amendments to the Province, and information for the appeal on the rezoning to the lawyer. Canada Day, and the municipal 50th anniversary celebration were held. The garden was planted, and application was made for funding through the Community Food Security Program. Final reports were submitted for the installation of EV chargers at the Community Park, and Canada Day. The third student was hired for the park. The financial records were prepared for the audit, and seniors events were organized and held. Items that still need to be completed include the Code of Conduct Policy for Employees (s 86-2-f) and Terms and Conditions of Employment for the CAO (section 95), organizing municipal activities, filing for the outstanding GST rebates, and further organization regarding the community garden and Strathrae Park.

8. RECOMMENDATIONS FROM THE PLANNING BOARD

a. Permits Issued

- i. **Permit MP-13-24** was issued on 19/06/24 for PID 449140 at 1748 Rte. 2, Milton Station for a ground mounted pool.
- ii. **Permit MP-14-24** was issued on 20/06/24 for PID 912394 at 17275 Route 2, Milton Station for the construction of a fence
- iii. **Permit MP-15-24** was issued on 24/07/24 for PID 658799 at 16946 Rte. 2 for a deck to be attached to an existing barn.
- iv. **Permit MP-16-24** was issued on 24/07/24 Lot OS1 on PID 283739 on Applecross Avenue, Milton Station to construct wood and metal fences.
- v. **Permit MP-17-24** was issued on 28/08/24 to PID 283739 at Lot 16, Applecross Avenue, Milton Station to construct a single unit dwelling.
- vi. **Permit MP-18-24** was issued on 28/08/24 to PID 880641 at 428 New Glasgow Rd, North Milton, for an accessory building (shed for dry storage).
- vii. **MPSSD-003** was issued on 21/08/24 for PIDs 478461 and 523670 at 39 Heather Drive, Milton Station to consolidate the two Lots.
- viii. The Development Officer approved the municipal park lot (OS1) from the Strathrae Subdivision so work could begin on the new municipal park.

b. **Appeals** –The information for IRAC Appeal LA24011, regarding the rezoning of PID 283325 and a portion of 658799 was submitted to the lawyer by June 28, and to IRAC by July 17. The municipality was given additional time to submit more evidence, as the file contained substantial information.

c. **Amendments** -The text amendments to the Development Bylaw and Official Plan were approved by the Minister and are effective as of July 31, 2024. The Zoning and Future Land Use Maps have not yet been approved. In August, Robert Zilke, a planner with the province, informed the CAO that he would likely recommend that they not be approved as he was concerned about the expansion of unserved Industrial development. Further information regarding Council’s decision was sent to him to provide him with Council’s rationale. The

Municipal Planner has noted a concerning trend of overreach from Provincial Planning staff regarding planning approvals in other municipalities and with other planners, which appears to go beyond the usual review to ensure the procedures were followed and minimum provincial planning standards are maintained. The CAO did discuss the municipality's planning concerns with staff at FPEIM, and Kent Dollar. The CAO also called Megan Williams, Manager of Land Use Planning for an update regarding the approvals on the afternoon of September 18, but did not have a response at the meeting.

d. **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, and sent it to be reviewed by the lawyer.

Motion 2024:87 - Moved by Councillor Jamie Taylor, seconded by Paul Poole that **that Council move to a closed meeting under the authority of the MGA119. 1 (g) to discuss the conduct of an investigation under, or enforcement of, an Act or bylaw.** Motion carried, 6-0 at 9:50 p.m.

The meeting returned to an open meeting at 9:51 p.m.

- e. **Applications in Progress** - In most instances, more information is required to finish processing the following applications: The only new file the Development Officer has open is an application for a 4-bedroom single unit dwelling on Heather Drive at PID 448910.
 - i. Application #MP-1195 to construct 23 new single unit dwellings at PID **444232**. It was noted that Carpreit is selling the mini-home park, so the plans may be impacted.
 - 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** for a lot revision, when the rezoning is finalized.
 - 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
- f. **Applications Requiring Input/Updates** - Arnold MacRae again requested the municipality pay for the cost of streetlights in the StrathRae Estates. Council could assign a new tax rate group, based on services. Currently there are 5-6 old fashioned style streetlights; however, it is believed there are plans to have streetlights throughout the subdivision. Council does not own the road that is being lit. There was also concern that if the streetlights needed repairs, if that would also fall to the municipality. Councillors were concerned about the precedence it might set.

Motion 2024:89 - Moved by Councillor Spencer MacDonald, seconded by Councillor Leo Doucette that **Council not supply lighting to the Strathrae subdivision.** Motion carried, 6-0 at 9:50 p.m.

Mr. MacRae would also like Council to assist him with the City to have them agreed to the remaining phases of the subdivision being approved. Council's motion in July of 2022 was ***that, as recommended by Planning Board, Phases 2 & 3 be approved, after any necessary agreements concerning easements or lift station improvements with the City of Charlottetown, the Developer and Miltonvale Park, if necessary, are in place.*** The City had said they would be satisfied with a certain sum paid for a necessary lift station upgrade and an MOU signed that there would be an easement with MacRae Farms and Capreit. It appeared from an email from the City that an easement is being worked on. Richard MacEwen also noted half the payment was made by the developer, who also requested a reduction, but that he believed there was still an outstanding balance, but that he would review and advise.

- g. **Queries** - St. Dunstan's Board of Governors requested information about the possibility of subdividing buildings off their property. There have been lots subdivided previously, and the Special Planning Area regulations would apply.

9. **INQUIRIES BY MEMBERS OF COUNCIL** -There were no inquiries from Council.

10. **OTHER** - There was no other business.

11. **INTRODUCTION AND READING OF OFFICIAL PLAN AMENDMENTS and BYLAWS**
– There were no bylaws to be read.

12. **ADJOURNMENT**

Motion 2024:90 - Moved by Councillor Leo Doucette that **the meeting be adjourned**, and Mayor Parker declared it so at 10:00 p.m.

Mayor

CAO

October 16, 2024
Date Approved

Next Meetings: Regular Council Meeting- Wednesday, Oct. 16 at 7 p.m.
Planning Board – Thursday, Oct. 3 at 7 p.m., if required