

**Rural Municipality of Miltonvale Park Council
MINUTES**

Milton Community Hall

7:00 p.m., January 15, 2025

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

Regrets: Councillor Leo Doucette

1. CALL TO ORDER

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

2. DECLARATION OF CONFLICT OF INTEREST

Councillor Taylor noted that he is married to Leone Curtis, who is a yoga instructor for the municipality, and Councillor Frizzell noted that he is the property owner who has applied for re-zoning and lot revision for application #MP-1198 involving properties 283325 and 658799.

3. APPROVAL OF AGENDA

Motion 2025:01 – Moved by Councillor Paul Pole, seconded by Councillor Jamie Taylor that **the agenda be approved as circulated**. Motion carried, 5-0.

4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS -There were no public presentations or delegations scheduled.

5. ADOPTION OF MINUTES – November 20, 2024

Motion 2025:02 – Moved by Councillor Spencer MacDonald, seconded by Councillor Rosemarie Ramsay that **the minutes of the regular meeting of November 20, 2024, be approved as circulated**. Motion carried, 5-0.

6. BUSINESS ARISING FROM THE MINUTES

- i. **Midterm Check in** – As Council is at the mid-way point of their four-year term, and to assist with the preparation of the 2025-26 budget, a brief brainstorming session was held.
 - a. **Planning** – Council has amended the Official Plan and Development Bylaws, won the solar appeal at IRAC, is waiting for approval from the Minister regarding the Rezoning of the Frizzell Autobody property. Mirko Terrazas was hired as a part-time Development Officer, the Strathrae Subdivision development has started; however, approval from the City regarding servicing is continuing to be withheld. The municipality is working on a possible shared service project with the Rural Municipalities of West River and Kingston, which could possibly be expanded to include economic development. It was suggested that a legal opinion be sought as to if the municipality supplied electricity they would be considered a utility for Direct Funding under Gas Tax (Canada Community Building Fund -CCBF) funding. It was suggested if Miltonvale Park publicized the provincial restrictions that the municipality has to operate within, residents and landowners may have a better understanding of the limitations and why they exist.
 - b. **Housing** – The municipality needs to acquire land if it were to invest in housing projects. The land at the corner of Rte.2 and the Lower Malpeque Road has been suggested as a possible development area, and the owners had applied approximately twenty years ago; however, the Special Planning Area Regulations

require it be serviced. The municipality would need to decide if development would be a project of the municipality or of private developers.

c. **Environment and Community Living - Parks and Recreation**

- i. **Seniors Programs** -The municipality currently hosts many events directed to seniors: yoga, exercise classes, line dancing, and activities funded through grants from the PEI Senior Secretariat (e.g. 2024 bus tour) and the federal New Horizons for Seniors Program.
- ii. **Active Transportation** -The municipality has an Active Transportation Plan that was developed in late 2023. The deadline for the provincial AT Fund is Friday, January 17, and projects need to be ready for the 2025 season. There is a deadline in March for a federal program that could be used to establish trails along water courses. It is not known how long it might take to get agreements in place with landowners. The Cornwall and Area Watershed group may be able to partner with some trails. Land that is not able to be cultivated, due to its proximity to a watercourse could be rented from farmers. The Mayor had approached a relative of a landowner near the hall to see if there would be interest in a “right of first refusal” agreement; however, was not successful. Trails could be used for snowshoeing in the winter. Would trails be groomed? Would fencing be required to keep people off of other private land? Would Watercourse Alteration Permits be required? It was suggested that a priority for the stream should be a loop from the Confederation Trail to the stream, the North York River Road to the Trail – It would be 800-900 ft and users could park at the existing parking lot at the North York River Road.
- iii. **Community Park** - 2024 saw a significant upgrade in the playground equipment. The CCBF funds are planned to be used for a heat pump, propane stove, additional lighting, and having the trail paved this summer at the park. It was hoped the development in the former community pasture land could allow for additional space to expand the soccer field; however, the space does not appear to allow for a U19 field. There may also be the opportunity to have the parking lot paved
- iv. **Strathrae Park** – Progress has been made for the new park at Strathrae, with trees planted from the 2 Billion Trees grant, the purchase of a gazebo and raised beds for a small community garden.

d. **Community Building and Support**

- i. **Community Garden** -The garden was established in 2024 and was fairly successful. It could be significantly improved with the hiring of a coordinator. Summer staff can provide some labour, but generally do not have an agricultural background. A formal agreement with Hoopers is also needed. Residents were encouraged to pick produce from the garden, and some did, but others are unable, and many prefer the convenience of picking up food in the coolers. An Instagram page could highlight when produce is available. Some corn was used for a corn boil at the car rally. Certain types of produce require steady picking. Food service or food banks could be encouraged to come pick.
- ii. There was one series of funded **community meals**. If the 2025-26 New Horizons for Seniors projected is funded, there are some seniors meals included and a focus on gardening. If there were interest in continuing community meals, if funding were not available, local businesses could be asked to sponsor meals, with a Meet & Greet component.

- iii. **Events** -Canada Day saw a Good Neighbour award initiated. The Halloween Drive Thru continued. Miltonvale Park celebrated its 50th Anniversary with a summer party, and a New Year's Pancake Breakfast. The Car Show has been successfully held for two years. In a 2024, a car rally was held and could be repeated in the future.
 - iv. **Communication** – The office currently emails electronic newsletters every 7-10 days, and has been printing fewer paper newsletters – usually now 1-2 year. Some print versions of the emails are made available at the hall. They are also posted on the website and on Facebook, which is used as the primary social media. There is also an X account that is used occasionally. Students may have set up TikTok and Instagram accounts, although the CAO does not use them. Residents are encouraged to sign up for emails, and the office has approximately 250 emails for residents and 100 for non-residents. A contest could be held to encourage people to sign up for the regular emails.
 - v. The municipality benefits from the Milton Community Hall's **Milton MVPs** Mental Well-Being project. It would be good to have more activities for youth – games, puzzles... The park has activities in the summer, but other ideas were to build bat houses, fairy cabins, environmental activities (perhaps with CAWG), build a picnic table (Home Depot has kits). A Community Spirit Award could be developed.
 - vi. **Health Care Worker Retention** -A 2024-25 grant is funding two food sessions, an art project, and a community supper to connect health care workers to the community.
 - vii. **Diversity, Equity Inclusion** -In 2024-25 a GEDI grant funded a drag story time, panel/workshop and drag brunch. A new grant "Miltonvale Park - Good Neighbours", was approved for 2025.
 - viii. **Accessibility** – The elevator project at the Hall has been sidelined for now. The park will have the walking trail paved and lights added for safety.
 - ix. **Cultural Grants** -There are grants available at 50% funding for festivals and events.
- e. **Emergency Planning** -The municipality has obtained ten bunk beds, six portable generators, gas and gas cans, extension cords (in garden shed). There should still be user agreements made, people to keep generators in their areas, and a warming center contract signed with the hall. The budget can include radios, which may be eligible under an RGI grant. The hill behind Councillor Frizzell's may be appropriate for a tower/antenna. It would be helpful to have a complete listing of residents and special needs for EMO purposes. Some information could be gathered through a survey, but some people may require a visit, which requires two people, for safety.
 - f. **Business** – The municipality could host courses, such as First Aid, or host a business expo or a Meet and Greet with business owners.
 - g. **Finances** -The municipality provides grants for children's activities, low flow toilets and showerheads and HE washers.
 - i. **Capital Investment Plan** –There are approximately \$154,000 of CCBF funds to be allotted to projects.
 - ii. **Capital Budget** – This could include radios, more cameras at the park (they are currently offline), include paving trail/lights at park, propane stove

and heater, generator, solar panels and a new park sign at the road. Most of these are funded through grants.

- iii. **Operating Budget** – Council needs to decide whether to continue to pay for mosquito control on the Crabbe Road. It was suggested that mosquito control could be discontinued this year, or it could be built into the taxes in future years. The gazebo and green house need to be installed this year.
 - h. **Paperwork** – The office needs to complete the CAO contract, and develop an Employee Code of conduct,
 - i. **Efficiency** -It was suggested that online fillable forms could be used. There has been an significant increase in e-transfers, both received and sent.
 - j. **Reputation/How Council is seen by Residents/Consultations** – The municipality could use its Survey Monkey account for a community survey, which could be promoted through all social media as well as posters. People rarely attend Council meetings, or reach out to Councillors. A Pancake Breakfast, or similar event with all Councillors in attendance might entice residents to share their thoughts. Council could invite youth to attend meetings as junior Councillors, and could establish a bursary for youth. Some surveys do not get a great response. Stratford does an annual survey and has a good response. Could there be a Community App developed that has information, such as who might need a generator. The municipality could share information on how to maintain homes.
 - k. **Amalgamation** – There are a lot of unincorporated areas near Miltonvale Park – Oyster Bed Bridge, Brookfield, Ebenezer, Darlington, Greenvale, Winsloe North, Harrington, New Glasgow as well as the smaller incorporated Warren Grove. Hampshire has applied to dissolve. Hunter River is incorporated. Should Miltonvale Park become involved in what is going on in other neighbourhoods? The information suggested at the meeting will be used for planning and budgeting.
- ii. **Enabling Accessibility Fund**- The Enabling Accessibility fund approved an amendment to the grant to be completed by the end of September 2025 for \$100,000 to cover 80% of costs for paving the walking trail and the path to access the washroom, and install four light poles and lights to improve the lighting and safety at the park. The contract has been signed and returned.
 - iii. **Complaints** - The letters have been prepared and are waiting for signatures regarding complaints received from Gezinus Vos against the CAO and from Denise MacDonald-Vail regarding a conflict-of-interest concern against a Councillor.
 - iv. **Gender, Equity, Diversity and Inclusion (GEDI)** –Funding of \$6016 was approved for the **Miltonvale Park - Good Neighbours** project which will include monthly movie nights, a dumpling making party, international cooking class, two drum circles, a gender diverse trivia night, dream catcher workshop, a welcome supper, and a newcomer panel.
 - v. **Canada Community Building Fund** – Capital Investment Plan –The application was approved for \$32,270.50 and the municipality is waiting for the contract for the project which will see the installation of a propane range, water heater, and tank, solar panels, heat pump, and installation of a grill for air exchange to the exterior washroom. The CAO will investigate funding programs for heat pumps for the building.
 - vi. **Council Appreciation** – Councillors enjoyed a pleasant evening and the delicious cooking of Chef Brian Stanton on November 23, 2024.

1. CORRESPONDENCE

- a. Wellfield Usage- On January 13, 2025, the City forwarded the 2024 3rd quarter report of well field usage, expressed in m³.

	Brackley	Union	Suffolk	Miltonvale Park TOTAL	
October	58,220	190,009	105,755	59,549	413,534
Nov	107,330	190,973	107,435	90,246	495,984
Dec	87,123	199,548	90,224	137,292	514,187

For comparison, in 2023, Miltonvale Park supplied between 181,643-186,680 m³ each month from October-December, so there was a significant decrease in this quarter of 2024. The first nine months of 2024 ranged from approximately 167,000 – 211,000 m³.

- b. January 12- The **PEI CARES (Companion Animal Rescue Education Society)**, urged Miltonvale Park to take proactive steps to prevent harm caused by fireworks and encourage safer, more inclusive celebration practices. Fireworks harm our companion and farm animals, individuals with sensory issues and PTSD, wildlife, and the environment. By raising awareness, risks can be reduced and safer celebrations promoted. They requested Miltonvale Park remind people of the regulations which require a permit, encourage alternatives (drone light shows, laser displays, or quieter community-centred events, lead by example and educate the community by sharing stories of negative impacts of fireworks. Karla Shalley of PEI CARES can provide further information peicare2020@gmail.com or 902.672.3567. The municipality, which does not use fireworks for municipal events, can promote this information.
- c. **FPEIM – Membership Dues** - The FPEIM Board has approved an increase in membership dues of 1.5 percent. The membership dues for 2025-26 will be \$2261.64 plus HST.
- d. The **Canoe Procurement Trader Newsletter** circulated information on a culvert program, procurement, new suppliers, promotions and events
- e. **Chargepoint Quarterly Report for Reliability**, received on January 10, noted that the EV chargers at hall worked 100% of the time during the fall quarter of 2024. The EV chargers at the park did not appear in a search for EV chargers.
- f. PEI's **Active Transportation Fund** was renewed for 2025-26. Since 2020, it has funded over 130 projects across PEI fostering healthier, more connected spaces through walking, biking, and other non-motorized transportation initiatives. Eligible projects include multi-use pathways, accessibility equipment, equipment racks, safety features, and resources for creating long-term active transportation plans. The deadline for applications is January 17, 2025. As it is unlikely that a trail project could be ready for the summer of 2025, the municipality could apply for a new pump, a fix-it station at the Community Park, a bicycle rack at the new park, and some type of washroom facilities. Picnic tables along the trail would be an asset. Garbage cans would also be useful, and would likely be more practical near roads for easy access for emptying. It was believed that the municipality may have to contribute up to 50% for this fund; however, the CAO did not have the information on hand.

Motion 2025-03: Moved by Councillor Jamie Taylor, seconded by Councillor Paul Poole, that the **municipality apply for four bicycle repair stations, a bicycle rack and benches for the Active Transportation Fund, with any contribution from the municipality to not exceed \$10,000.** Motion carried, 5-0.

- g. The [Housing, Infrastructure and Communities Canada - Canada Public Transit Fund](#), supports sidewalks, bike lanes, and multi-use paths, with an application deadline of February 26, 2025.
- h. **TechnoMedia** sent an invoice of \$414 (HST included) for annual Website Hosting and Domain Name Renewal on January 9, 2025.
- i. **FPEIM Newsletter** – included information on the following:
1. The [Climate Ready Infrastructure Service](#) (CRIS) provides eligible local governments with free expertise to incorporate climate-resilient approaches into infrastructure planning and projects. Municipalities with a population under 30,000 can register by January 31 for the first intake. The roster of experts is funded by the Government of Canada as part of the [Climate Toolkit for Housing and Infrastructure](#).
 2. The [TD Friends of the Environment Foundation Grant](#) supports environmental initiatives, with particular emphasis on environmental education and greenspace programs. Eligible projects include park revitalization, community gardens, park programming, and citizen science initiatives. The winter deadline is January 15.
 3. The PEI [Active Transportation Fund](#) deadline is January 17, 2025.
4. **Federal Funding Program Deadlines**
- [Short-Term Rental Enforcement Fund](#) for supporting the enforcement of short-term rental restrictions (Jan. 24)
 - [Active Transportation Fund - Capital Projects Stream](#) for new construction and improvements that encourage active transportation (Feb. 26)
 - [Rural Transit Solutions Fund - Capital Stream](#) for supporting the purchase of assets, such as vehicles and related infrastructure, for public transit solutions (March 4)
 - [Canada Housing Infrastructure Fund - Direct Delivery Stream](#) for building, rehabilitating, and extending infrastructure needed for housing (March 31)
 - [Nature Smart Canada Climate Solutions Fund](#) for preserving/restoring ecosystems such as forests, wetlands, peatlands, and grasslands (ongoing)
5. The [ParticipACTION Community Challenge](#) encourages Canadians to get active throughout June and compete for Canada's Most Active Community. ParticipACTION provides grants of up to \$1,500 to community organizations to help promote/deliver sport and physical activity opportunities to equity-denied groups. The deadline to apply is February 15, 2025. It was suggested that the funding could support exercise programs, and/or a pickleball tournament.
 6. [Wildfire Community Preparedness Day](#) provides grants of \$500 from [FireSmart Canada](#) to support events. It takes place on the first Saturday of May (May 3, 2025), and encourages people to increase the wildfire resilience of their homes and communities. The deadline to apply is January 31.

Motion 2025-04: Moved by Councillor Rosemarie Ramsay, seconded by Councillor Spencer MacDonald, that the **municipality apply for funding for informational magnets and or a forestry presentation before grass fire season**. Motion carried, 5-0.

7. The [Intact Municipal Climate Resiliency Grants Program](#) supports projects that help municipalities address extreme weather events, including floods and wildfires. The maximum grant is \$200,000. The deadline is January 31.
 8. Green Municipal Fund's [Growing Canada's Community Canopies](#) supports tree-planting projects for Fall 2025 or Spring 2026. Funding covers up to 50 percent of eligible costs, and the deadline to apply is February 4, 2025.
 9. **Kraft Hockeyville** - Communities across Canada can compete for the [Kraft Hockeyville](#) title, with a grand prize of \$250,000 for arena upgrades plus the chance to host an NHL pre-season game. Three runners-up receive \$25,000 each toward arena upgrades. Nominations are due by March 2. The municipality will encourage the APM Centre to apply.
 10. The [PEI Wildlife Conservation Fund](#) supports projects that benefit wildlife and wildlife conservation. Projects can focus on areas including restoration or enhancement of habitat, improvement of natural areas, public education, and research and monitoring of wildlife or habitat. Apply through the [Community Foundation of PEI](#) portal by February 10.
 11. **Motivated Municipalities** – The [PEI Advisory Council on the Status of Women](#) would like to partner with other municipalities on gender-based violence prevention. In Fall 2024, Kensington became the first municipality to launch a community action plan through the Motivated Municipalities project. The advisory council collaborated on meetings, consultations, and a public forum and then drafted a community action plan, which was approved by the town after review and revision. For information, contact Michelle Jay at michelle@peistatusofwomen.ca.
 12. The [Municipal Infrastructure Fund](#) supports the extension of municipal infrastructure needed for housing. Fund application intake occurs on an ongoing basis.
- j. **L’Nuey** - It is important that all who live on PEI recognize that generations of **Epekwitnewaq Mi’kmaq** have faced denial of their inherent rights and way of life. By learning and understanding this shared history, all can come together as informed allies in the pursuit of justice and equity for all. This is a collective journey, and there are steps all can take to support healing and collaboration. Together, a better future can be built where everyone in Epekwitk thrives. More information regarding how to support Mi’Kmaq rights can be found online: <https://lnuey.ca/rights/> The municipality will share this information.
 - k. **Warren Grove** – New CAO Krista Carter contacted the municipality to see if there was money owing for the shared office space agreement. The agreement may need to be updated and signed again. As the last payment received was for June 2024, Warren Grove agreed to forward the \$100 per month owing very soon.
 - l. **EMO Weather Packages** – Informational weather packages were sent for weather events on Jan 5-6, Dec 21, Dec 11-12, November 29 and 23.
 - m. **Statistics Canada's** -Miltonvale Park’s EFT Service account is set to be deactivated due to inactivity

- n. On December 24, resident Mark Hooper emailed to suggest the municipality install a **basketball/tennis-court** beside the community garden. The remaining land has a considerable slope.
- o. On December 23, the office received an **APM Centre Update** which included statements to November 30, 2024 with notes on the income statement. All remittances are up to date. Their generator is installed and working. They were waiting for the installation of a charging station, and some fill to complete that project. Their charitable return has been filed for the 2024 year end. There were a few minor problems with the new Zamboni, but it seems to be working now. All areas of the building are still extremely busy. The net income YTD is \$40,600, which is an increase of about \$12,000 over this time last year.
- p. **Social Media** posts were received from Recreation PEI for January 2025.
- q. On December 23, Health and Wellness notified the municipality they are still waiting for agreements to send out for **Health Retention Project**.
- r. M.P. Heath MacDonald, requested a **Nomination for the King's Coronation Medal** to be awarded to individuals who have made exceptional contributions to their communities and to Canada. The medal recognizes extraordinary service and dedication, whether through volunteerism, leadership, or other significant contributions to society. The nominee should have made a meaningful and lasting impact on the community through their efforts and must be a resident of your municipality. Nominations can include individuals from various sectors, including public service, volunteerism, arts, sports, or any other field where they have excelled in serving others. Nominations were to be sent by December 20 to Heath MacDonald's office. After an email consultation with Council, a resident was nominated.
- s. **68-24-GEDI: Notification of Funding**- Funding of \$6016 was approved for the **Miltonvale Park - Good Neighbours** project.
- t. **Christmas Cards** -Greetings were received from Municipal Affairs, FPEIM, Heath MacDonald, Premier King, and the Lieutenant Governor. Perlene Morrison of Stewart McKelvey delivered a treat basket for Council.
- u. **Island First Aid Services (IFAS)** - Every workplace in PEI is now required to complete a risk assessment to allow the employer to determine what level of first aid training and first aid kits they are required to have. IFAS sent a [Risk Assessment Form](#) and a link to the [Workers Compensations Guide to First Aid Regulations](#) that reviews first aid requirements, risk assessments, training and supplies needed in the workplace. It was suggested that an AED be purchased for the Community Park.
- v. **Reminders from Municipal Affairs** – (Tracey Allen)
 - **Municipal Directory:** Municipalities were asked to ensure the information is up-to-date on the [Municipal Directory | Government of Prince Edward Island](#) webpage and to forward municipal incorporation dates, so they can be celebrated.
 - **By-Elections:** In the event of any vacancy on Council, the MGA requires that Council set a by-election date within six months. Notify Tracey Allen of any election dates and the name of the Municipal Electoral Officer (MEO). She can also assist with the election process.
 - **Audits & AMIRS:** Audited financial statements for the 2023-2024 fiscal year and the Annual Municipal Information Return (AMIR) were due October 15th and can be submitted online. Miltonvale Park's were submitted before the deadline.

- **Resources for municipalities** are available online: <https://www.princeedwardisland.ca/en/information/housing-land-and-communities/municipal-government-submissions-forms-and-guidebooks>
- w. **Earth Day** – Municipalities were asked to post their top 2024 environmental projects on their **Mobilizing Municipalities map** in 2025 to inspire others.
- x. Infrastructure Secretariat – On December 18, the municipality received the approval letter for the **Capital Investment Plan (CIP)**.
- y. **ParticipACTION – Community Challenge**. The deadline to apply is February 11, 2025
- z. **All Nations Outreach** representative Troy Abromaitis requested Council establish **Indigenous Survivors Day on June 30, 2025**, as a community-wide observance that reflects Miltonvale Park’s commitment to inclusivity, empathy, and reconciliation. This meaningful day honors the resilience of First Nations, Inuit, and Métis peoples while acknowledging the lasting impacts of colonial policies, including the Sixties Scoop, Millennium Scoop, birth alerts, and other practices that disrupted Indigenous families and communities. By proclaiming June 30 as Indigenous Survivors Day, Miltonvale Park would join other forward-thinking communities in taking an important step toward recognizing the courage and strength of Indigenous survivors. This day provides an opportunity to raise awareness, foster healing, and encourage education and dialogue about the resilience and cultural heritage of Indigenous communities. It would also provide Miltonvale Park residents with a chance to reflect on our shared history and reaffirm the community’s commitment to reconciliation. Adopting Indigenous Survivors Day would highlight Miltonvale Park’s leadership in fostering understanding, equity, and respect for all communities. This proclamation would affirm the community’s solidarity with Indigenous Peoples and its commitment to building a future rooted in compassion, inclusivity, and collaboration.

Motion 2025-05: Moved by Councillor Paul Poole, seconded by Councillor Rosemarie Ramsay, that

***WHEREAS** Indigenous Peoples, including First Nations, Inuit, and Métis, have faced historical and ongoing trauma through colonial policies, such as the Sixties Scoop, Millennium Scoop, birth alerts, and other practices that disrupted families and communities;*

***WHEREAS** Indigenous Survivors Day recognizes the strength and courage of those who have endured these injustices and honors the resilience, cultural heritage, and contributions of Indigenous Peoples;*

***WHEREAS** the Community of Miltonvale Park is committed to advancing reconciliation, inclusivity, and respect for all communities;*

THEREFORE, BE IT RESOLVED that the Mayor and Council of the Community of Miltonvale Park do hereby proclaim June 30, 2025, as Indigenous Survivors Day in Miltonvale Park, Prince Edward Island. Motion carried, 5-0.

- aa. EMO reached out regarding submissions for **Hurricane Fiona** DFAA/PDFAP claims, asking for an estimated date of submission or any documentation/ updates to be forwarded to disasterassistance@gov.pe.ca.
- bb. [**Short-Term Rental Enforcement Fund**](#) - Jody Curley-Howard, noted that as Tourism PEI does the enforcement of the Tourism Industry Act and all

accommodations have to be licensed through them, the province is the only entity on PEI that fits all criteria for the Short-Term Rental Enforcement Fund and asked for a letter of approval for their project to increase their enforcement team, add new inspectors, buy new software, and enhance the licensing process. After consultation with Planning Board and Council, Miltonvale Park forwarded a letter of approval for their application.

- cc. Kels Smith, Youth Program Coordinator at Peers Alliance invited Miltonvale Park to participate in a new free community project called the “**Waiting Room Library**” which provides five books for preschoolers to community spaces to increase awareness, understanding and respect for diversity in local communities. Books will cover a range of topics on diversity and inclusion, and some are in French and Spanish. They are to be placed where they are accessible to the public. Books were received. There was an Opening Event on Wednesday December 11th at the Charlottetown Library.
- dd. **Survey Request:** The office received a request to evaluate the Foreign Credential Recognition Program (FCRP), from when Michael Olubiyi received his Permanent Residency.
- ee. **FPEIM’s December Newsletter** included information on the FPEIM executive director, John Dewey, retiring in January 2025, PEI Active Transportation Fund being renewed, Advisory council seeking partners in violence prevention, Grants and Programs, Eastern Kings winning the Community Spirit Award, Municipal Infrastructure Fund, On the Move, Upcoming Events, Municipal priorities highlighted at FCM Advocacy Days, FCM Sustainable Communities Conference and newsletter subscription.
- ff. **Federation of Canadian Municipalities (FCM) Membership Invoice for 2025-26** – The annual membership will be \$564.25, HST included.
- gg. **Winter Woodlot Tour** -Maggie MacConnell from the Wheatley River Improvement Group inquired to see if the municipality had concerns if the annual tour was hosted at Andy Gallant’s, 992 Rustico Road, on Saturday, January 25 from 9-1, with a storm date of February 8.
- hh. **Correction from Municipal Affairs Newsletter** (Dec. 6 -2024) Municipal Affairs reminded municipalities to notify the Provincial Tax Commissioner of any changes to their **tax rate group**, by December 31st. The tax rates for municipalities can be found [online](#). Municipal Governments on PEI are required to notify the Tax Commissioner by the following dates for the following reasons:
 - i. Notify the Tax Commissioner by **September 30** if the municipality has had a **restructuring** i.e. changes in boundaries of the municipal government in any way, as examples by adding a property, dissolving and becoming unincorporated.
 - ii. Notify the Tax Commissioner by **December 31** if your municipality has changed its **tax rate groups**, which must be done by creating or amending a [tax rate group bylaw](#). (e.g. Town of Cornwall [sample bylaw](#))
 - iii. Each year municipal governments in PEI must submit a Tax Certificate (provided by Department of Finance to municipalities) to Department of Finance - Taxation and Property Records on the **municipal tax rates** for the year on before **March 31**.
“**Tax rate group**” means, in accordance with section 159 of the Act, commercial or non-commercial real property in a municipality that has similar specified attributes, including but not limited to (a) access to municipal services not available in other areas of the municipality; (b)

access to a higher level of municipal services than that available in other areas of the municipality; (c) geographic location in the municipality; (d) property use; or (e) property ownership.

More information is available at [Property Taxes and Charges](#).

- ii. December 5 – **Municipal Affairs Newsletter** publicized their holiday office hours, congratulated the Rural Municipality of Eastern Kings on 50 Years of Incorporation, reminded municipalities of the requirement to post meeting dates, shared information about the Moodle Platform migration to the cloud, PEI Coalition for Women's Leadership "From Plans to Action" event , and notice to the Provincial Tax Commissioner and the Land Division provided an update. They shared information about the Applied Community Planning Graduate Certificate at NBCC, and a reminder about the Municipal Planning Authority. Housing provided an update about the Short Term Rental Enforcement Fund and supports for housing developers. Information was also circulated about the [Climate Change & Emergency Management - Municipal Climate Resiliency Grants Program](#), Active Transportation Fund, and Municipal Flood Resilience in Action Training.
- jj. **Recreation PEI** – shared a [survey](#) on the draft Municipal Guide being created for recreation departments on disability inclusion. They are creating a best practices document that increases access to, and enhances participation in, municipal recreation services for persons experiencing disability. The target audience is staff - directors of recreation and/or leisure services, as well as program directors, program coordinators, and/or program managers.
- kk. October 2024 – Financial statements were circulated from the **APM Center**, along with the note – “We are super busy, so the overall revenue is up over the prior year and our budget.” Income year to date is \$13,393.62
- ll. Development Officer Mirko Terrazas has enrolled in a free **Climate Adaptation and Resilience Training (CART)** program being delivered by CLIMAtlantic beginning on January 6 for those who work with communities, including municipal staff. The 12-week, part-time program includes online modules and face-to-face sessions. Participants will develop knowledge to manage adaptation projects that consider equity and reconciliation, understand and use climate information, assess risk and vulnerability, enhance community resiliency, and collaborate and engage.
- mm. Nov. 26 – The **Recreation PEI Newsletter** included information on the Framework for Recreation in Canada, Active Transportation Summit, Anti Racism Resources, CPRA’s pre-budget submission to Parliament Hill, [Activate Your Neighbourhood’s](#) tactical guide to support and encourage physical activity and social connections; the New Active Living Coordinator, Rita Campbell; Playground resources, (Natural playgrounds, and for Children with Disabilities), [Rally Report 2024: A Call to Reimagine Sport So All Girls Can Play](#) .
- nn. Nov 26 – Earth Day -[New interactive map](#). The movement page evolves to celebrate and support municipalities driving the environmental transition. The application period for their funding program for electric charging stations is now open. www.earthday.ca
- oo. **Gender Equity Diversity and Inclusion** -GEDI 2023-24 project -The end date for The Art of Drag project is December 31st. A report form was included for expenses and feedback.

2. REPORTS FROM STANDING AND AD HOC COMMITTEES

a. **Environment and Community Living**

1. **Cornwall & Area Watershed Group** – Councillor Taylor reported that CAWG had met on January 8, and dealt with many housekeeping items. They participated in Cornwall’s Santa Claus parade, decorating their truck with magnetic fish and mounted wildlife. CAWG might be able to provide labour for bridges over trails.
2. **Projects**
 - a. **StrathRae** –Spruce Grove Landscaping replanted the trees/shrubs moved by the developer for the installation of underground wiring. The municipality still does not have the deed for the new parkland.
 - b. **Community Garden** – The greenhouse is still partly installed. The CAO installed guards on the fruit trees and removed most of the weed barrier from the garden, and finished harvesting the garden. A walled larger compost pile should be constructed in the spring. There was another leak with the garden pump. Bill Bruce fixed the pipe temporarily and agreed to permanently fix it in the spring. He also drained the pump at the shed.
 - c. **New Horizons for Seniors Program (NHSP) Community 2024-25 Miltonvale Park – Life in the Movies** – The CAO circulated a Google Drive link outlining upcoming and planned council and hall activities.
 - The CAO shows Sunday movies at 6:30 most weeks.
 - The cookie making on November 26 attracted 10 people, with care packages delivered to about 20 seniors.
 - **Tuesday, Jan 21 at 1 p.m. Food Presentation** – with Margaret Prouse - **Vegetarian/Lebanese**;
 - **Wednesday, January 22 – Seniors Brunch** for Miltonvale Park Seniors (FREE), age 55 + **11:30 a.m.** Singing -**John MacAllar** (as part of the hall’s Seniors’ Secretariat project).
 - **Sunday, January 26 -Movie Night – 6:30 - Man Up** - A single woman takes the place of a stranger's blind date and finds the perfect man for her;
 - **Tuesday, February 11 at 1 p.m. – Food Presentation -Brunch Foods** -Margaret Prouse;
 - **Thursday Feb 13 at 1:30 - Budgeting.**
 - **Thursday, Feb. 20 6:30-8:30 - Wills, Estates, Power of Attorney and Health Care Decisions** with Community Legal Information Association.
 - (Friday, Feb 21 – 1:00 – storm date -Identify Theft/Fraud or Budgeting if needed)
 - **Monday, February 24, 3 p.m. – Online Safety** – focusing on Facebook, but discussing other platforms
 - **Tuesday, March 4 at 1 p.m. Food Presentation – Healthy Snack Foods** with Margaret Prouse.
 - **Thursday March 6 - 10:00 a.m. Seniors – Financial Issues and Housing** - Living at home, moving to community care home or to a nursing home – what are the financial issues
 - **Still to be planned:** Session on taking better photos, Sewing/craft lessons, A Seniors evening of relaxation, Health Fair (tentatively Wed. March 26) (and foot care), Session on stretching your food dollar, Seniors – Youth -Stories and Making a book, Card-Making Session
 - d. **New Horizons for Seniors – 2025-26** – An application was made for CHAT G.B.T. – Growing Better Together, and the municipality expects to hear funding results in February.

e. **PEI Seniors Secretariat Funding - Miltonvale Park Seniors – Gardens, Gallivanting, and Gosh Darn Technology** (\$3000)

1. Wednesday, January 29 at 10:30 a.m. - **Identity Theft and Fraud presentation & Lunch**, Free.
2. Thursday, March 13 – 2:30 p.m. -**Garden Tea**
3. Andy Gallant will do a **CANVA workshop** Tech Talk– Date TBD and one or two more tech talks need to be held.

f. **Active Transportation**

1. **Follow Up from the AT Summit** - The Office received presentations from the fall summit, and the link to a Community Bike Rack Mapping [survey](#) to help create a comprehensive island-wide map of bike racks, and identify where bike racks may be needed. The [AT Fund](#) application deadline is January 17, 2025.
2. **Miltonvale Park's updated [AT Plan](#)** was received from the Glenn Group.
3. **Public Feedback** – Two sessions were held with seven or eight residents in attendance. A [summary](#) of the sessions was circulated to Councillors.

Feedback was received from CAWG regarding a **boat slip** by the Community Park. CAWG felt that depending where the main channel of the river is in that area, a dock may be added out to the channel so people can put canoes or kayaks in the water, and ensure there is adequate depth. It may be too shallow for motorized vehicles. At low tide, the main channel can be seen to determine how far the dock may need to be. The substrate in that area is full of shells and is “sinky”, so users may immediately sink over their knees and slice their feet/legs.

Darrell Evans, P.Eng. with the Province responded to a query regarding the temporary bridge on the Old Rte. 2 Road. The EMO committee felt it would be safer for plow, busses and fire trucks if the temporary bridge were still passable. He noted it was placed as a temporary bridge while the structure was replaced on Rte. 2 in Springvale. This was an open stream prior to this exercise. Once the project was complete, their intention was to remove the temporary structure and reinstate the natural stream crossing; however, the residents expressed interest in the structure remaining as a pedestrian crossing only so the Department complied. At this time, there are no plans to open the bridge for any type of traffic other than pedestrians and Transportation does not anticipate this to change.

4. **Funding** – The components of a funding application were decided earlier in the meeting.

g. **Gender | Equity | Diversity | Inclusion and Community Enhancement**

Program Art of Drag -Workshop – A round table and panel event was held on December 14, with low attendance, but the discussion was really interesting.

Three drag performers attended. Video was taken, with the intent that it be edited and posted on social media. CBC also covered the event. A **Drag Storytime** was

held the same afternoon, and had one family attend. The books purchased for the event will be added to the community library. It may be possible to videotape the books being read and post them online. The project end date is December 31, 2024. (\$5330). The CAO will complete the final report.

- h. **Canada Day** – The CAO submitted a Celebrate Canada funding application. Mayor Parker noted he will not be available for Canada Day in 2025.
- i. **Prince Edward Island Community Grant for the Retention of Health Care Professionals** - Eight people attended the International Foods cooking class with Margaret Prouse on November 25; unfortunately, five people also cancelled for the event. The Community Supper for Health Care Professionals and residents of Miltonvale Park is scheduled for 6 p.m. Friday, January 31 (storm date -Saturday, Feb 1). The municipality will provide rolls and meat. Local artist Gloria Wooldridge will lead an “Art for the Health of It” project on Monday, February 17 (6-8 p.m.) Tuesday, Feb 18 (7:30 p.m.), Monday, Feb 24 (6 p.m.) and Thursday February 27 (6 p.m.). The storm date is Monday, March 3 at 6 p.m. The participants will make vision boards and a collaborative art project Councillors were reminded that the community supper would be a good opportunity to interact with residents.
- j. **ParticipACTION Grant** – Grants of \$500-\$1500 are available to groups for activities and expenses related to increasing physical activity, especially for equity serving groups.
- k. **Cultural Funding Programs** - Municipalities are eligible for Innovation PEI’s Cultural Development division grants:
 - The **Community Celebration Fund** provides up to \$2,500 to present a festival or event, which allows residents and visitors to experience PEI’s culture, such as festivals, celebrations organized around dates of important, cultural and/or historical significance, programming with a strong arts and culture component, and heritage activities. Deadline - March 3, 2025.
 - The **Community Cultural Partnership Program** funds up to \$2,500 for activities that promote the arts, culture and heritage of Prince Edward Island. Priority will be given to new initiatives fostering community partnerships. Examples include community histories, exhibitions, promotion and marketing initiatives, product development, and multimedia projects. Deadline - March 3, 2025
 - The **Acadian and Francophone Culture Fund** funds up to **\$20,000** to assist in the development and promotion of a unique and innovative cultural experience that reinforces PEI’s Francophonie and that will attract Francophone residents and visitors. Deadline - March 10, 2025

d. **Activities**

1. **Yoga** -Municipal yoga has returned to only Tuesdays, with the increased fee \$10 residents and \$12 non-residents. (8:45 a.m. mat and 10:15 a.m. chair). On January 14, there were five participants for mat yoga (\$57) and nine for chair yoga (\$106). The instructor is renting the FCC Room to continue to provide Friday morning yoga classes.
2. **Exercise** – KK Pinkowski leads Active Aging classes on Mondays and Fridays at 9 a.m. Michele Gallant leads Wednesday classes at 9 a.m.
2. **Line Dancing** continues on Monday afternoons with Margot Postma

e. **Park**

1. **Heat Pump** – The CAO will obtain estimates for spring installation, and check into funding programs.
 2. **Ballfield** – The CAO recently invoiced Charlottetown Minor Ball for summer use.
 3. **Shelter Closed** - Brad Coles has winterized the shelter.
 4. **Security Camera** – It was suggested that additional cameras be included in the budget. The current cameras need to be rebooted.
- f. **APM Centre** – The Municipal Office received minutes and financials reports from their AGM and for October and November 2024.
 - g. **2 Billion Trees** -The final project report submitted on January 13, 2025. The spruce trees are to be planted in the spring.
 - h. **Mosquito control** – The CAO will develop a letter for residents in the Crabbe Road area to get feedback about the mosquito control program to them before the budget is passed.
 - i. **Speed Signs** – The sign on the Crabbe Road has not yet been moved by the Province to a better location on the road. Mayor Parker will check with the City of Charlottetown to see if there is interest in partnering for an overhead traffic light for pedestrian crossings on the Lower Malpeque Road at the Confederation Trail.

iii. Emergency Measures

- a. **Emergency Shelter kits**– There has been no further word about the proposed emergency shelter kit.
- b. **Tabletop Exercise** – All Councillors and the CAO attended the forest fire scenario on Wednesday, Nov 27.
- c. **Reception Centers** –The municipality still needs to formalize an agreement with the Milton Community Hall.
- d. **Disaster Financial Assistance Program for Municipalities** -The CAO will submit a claim for Fiona when time permits, before the September 2025 deadline. It was asked if the benches and picnic tables at the park sustained any damage during Fiona. For the DFAP program, the municipality has to show it was denied insurance coverage.
- e. **Emergency Center Resiliency Fund** –The final claim was submitted and final installment of the grant was received.
- f. **Radios** –The CAO has not obtained another price estimate yet. It may be possible to apply in 2025-26 to the Emergency Center Resiliency Fund. The cost of radios could be included in the budget. Councillors who took the two-way radios were asked to please return them to the office.
- g. **Generators** –The CAO will work on the generator instructions and details. Chandlers was contacted about the generator and an app, which would be available at an additional cost. The CAO has been regularly checking the generator panel for the green light which indicates it is working.

iii Personnel Committee - Councillor Frizzell

- a. The **CAO contract** is not yet finalized.
- b. The employee **code of conduct** is not finalized.
- c. **Development Officer – Shared Services Agreement** – Susan Morse, the CAO from West River, is taking the lead on the project. The background information has been developed, but the municipalities need to calculate the

financial information for the project. Municipal Affairs provided a draft Shared Services Bylaw.

- d. **CAO Assistant** – The CAO is working additional hours. There is no funding available through Skills PEI until April 2025, when it may be possible to re-hire Norm Birt. The CAO is considering hiring someone part-time for assistance.

iv Finance/Payment of Accounts -Councillor Ramsay

- a. **Remittance** – Remittance for the quarter ending on December 31, 2024, was mailed to the Receiver General.
- b. **Reports and Payment of Accounts** –The unreconciled financial statements for November and December were circulated. The statements appear to show the municipality in good financial shape. It was noted that there was a transfer of funds from the infrastructure account to the operating account due to a cash flow issue. Income to the end of December included grants of \$404,000, development fees and rent revenue of \$5100, expense recovery of \$450, for a total income of \$409,600. Expenses totalled \$325,100, and included \$70,500 of administration expenses, \$23,900 for facilities and public property, \$81,500 for fire protection, \$17,200 for planning and zoning, \$33,000 for community development, \$14,800 for professional services and memberships, and \$85,200 for recreation and parks, for a net income of \$84,400. Current assets total \$644,700, with capital assets of \$454,200, and other assets of \$16,900, for total assets of \$1,115,800. Current liabilities total \$311,200, which includes \$274,200 of deferred revenue, and equity is \$804,600.
- c. **Capital Investment Plan (CIP) for the Canada Community Building Fund -CCBF** - There is still \$154,359.79 left to allocate for the next four years. The Infrastructure Secretariat would like to have the funds allocated as soon as possible. Discussions during the budgeting process will help to solidify plans.
- d. **Insurance** –The CAO still needs to confirm figures with the Insurance agent as soon as possible, and get the replacement estimates for fencing at the community park.
- e. **Budget** – The CAO will draft a preliminary budget, without tax increases, for discussion at the next Council meeting. Councillors were asked to submit any suggestions for the operating and capital budgets. The annual budget meeting must be held at least two weeks before budget is passed, presumably on March 19. The public meeting will be held on Wednesday, February 26, with a storm date of Tuesday, March 4.

- 9. **REPORT FROM CAO** – The CAO is organizing many events to complete the funded projects before the end of March. (New Horizons for Seniors, PEI Seniors Secretariat, and Health Care Retention). Regular email updates and social media posts are distributed to promote the events. A new printer was purchased. The garden was readied for winter. The office was closed for a Christmas break. The Rural Growth Initiative Reception Center, and 2 Billion Trees reports were submitted. Application was made for the Canada Summer Jobs funding and Canada Day Celebrations. Reports to be completed include the final report for the Art of Drag project (GEDI), Insurance figures, Fiona Disaster Relief, and the MCEG for 2023-24. Upcoming applications include for ParticipACTION's Community Challenge, and any Active Transportation projects. Other items to do

include organizing events (new GEDI grant), the Code of Conduct Policy for Employees (s 86-2-f) and Terms and Conditions of Employment (section 95), the 2025-26 budget, the lease with Hoopers for garden, the agreement for the Hall's EMO warming Center; generator agreements, and the Shared Services Planning Project.

10. PLANNING -Planning Board Chair Paul Poole reviewed the Planning update.

a. **Permits Issued**

1. **MP-22-24** SPRINGVALE, Development Permit for PID **453662** for single unit dwelling, issued on November 13, 2024
2. **25-01-MP** MILTON STATION, Development Permit for PID **283200** located at 68 Miles Boulter Dr to place fill on parcel issue on January 14, 2025. The naming system is being changed to include the year at the beginning to make the files easier to locate.

b. **Appeals** –LA 24011 There have been no updates recently from IRAC or the Minister.

Motion 2025-06: Moved by Councillor Jamie Taylor, seconded by Councillor Spencer MacDonald, 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 9:04 p.m.

Motion 2025:07C – Moved by Councillor Jamie Taylor, seconded by Councillor Spencer MacDonald that the meeting return to an open meeting. Motion carried, 5-0, at 9:10 p.m.

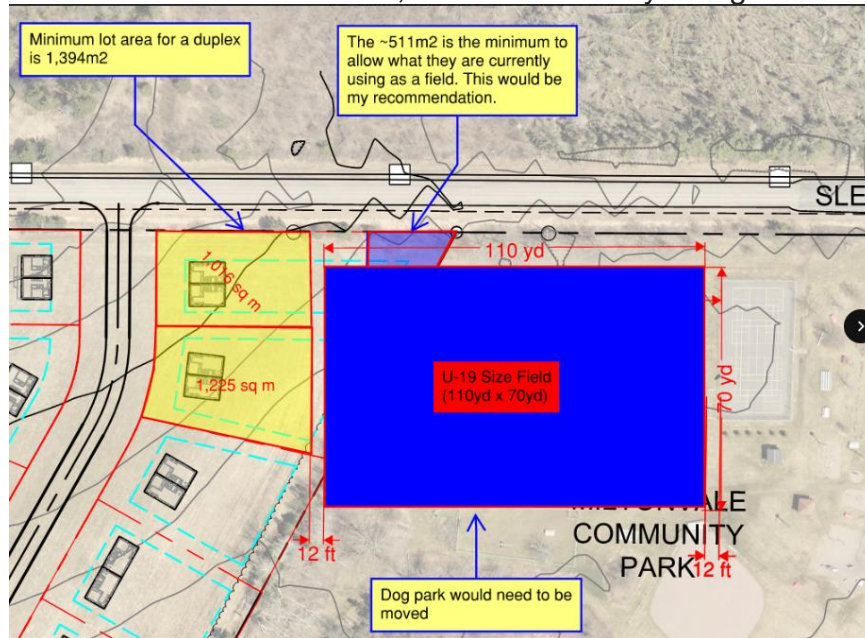
c. **Enforcement - Land at Sleepy Hollow Road** -A concerned neighbour contacted the Municipal Office regarding fill being dumped on a property on the Sleepy Hollow Road which had previously had issues regarding placing fill and dumping. The Development Officer investigated and determined it was within the realm of landscaping. The fill was leveled as it was placed, and no permit was required.

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

- i. Single unit dwelling on Heather Drive
- ii. Application #MP-1195 to construct 23 new single unit dwellings at PID 444232. The Development Officer is confirming with the applicant their intent regarding the applicant since the property has been sold.
- 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
- ix. Application #MP 306 PID 281865 for a 1-Lot off subdivision

e. **Applications Requiring Input or Updates**

- i. The potential subdivision in the **PURD zone/former community pasture land** – The office and Province have been corresponding regarding the possibility of obtaining land at the far edge of the soccer field. Apparently, a corner of the current soccer, is actually on provincial land. If the field were to be sized for a U-19 field, the required width would conflict with the dog park and would result in the Province looking for a variance of more than 10% for a lot area of a proposed lot; therefore, the Province does not believe that a U-19 soccer field is attainable. Their Preliminary Survey Plan will show the conveyance of the ~500m² to Miltonvale Park, which is currently being used for the field.



- ii. Developer Arnold MacRae is disappointed in the municipal decision to not pay for the cost of **streetlights** in the StrathRae Estates.
- iii. **Storage of cottages and motel** -Council sent a letter to the Province regarding the storage of cottages and a motel unit on the former pasture land (PID 283226), with a deadline of May 31, 2025 to receive an application for the proposed housing development, and that, as noted in the Development Bylaw, fees be doubled. On December 6, 2024, Director Alex Dalziel confirmed receipt of the letter and noted they should be able to have firm plans for the site well in advance of the May 31, 2025 deadline. They will continue to communicate plans with municipal staff and ensure there is adequate time for approvals and the required public notices and meetings. The Province recently had consultants dig test pits to investigate the suitability of the site and to explore the concerns raised by the provincial archeologist. CBCL are continuing with the detailed design for the infrastructure and hope to have drawings ready to go to tender for the first phase of the development in early 2025.
- f. **Queries**
 - i. **PID 608091** -Shawn Murphy from the Board of Governors of Saint Dunstan’s University met with staff and several members of Planning Board to discuss possible long-term uses of their property, potentially residential in nature. Servicing may be an issue. He shared a map of potential Active Transportation trails in the West Royalty/Sleepy Hollow areas.

- ii. **Winter Woodlot Tour** – Council had no concerns with 992 Rustico Road, North Milton hosting the Winter Woodlot Tour on Saturday, January 25 from 9-1 (storm date - February 8). The local watershed groups organize an annual tour and had shared their strategies for a safe and well-organized event with the CAO.
- iii. A **sea can** has been placed on PID 281576 on the Rustico Road in accordance to the Development Bylaws, which state in 4.24.1.a that the following is permitted in all zones: Temporary construction facilities such as sheds, scaffolds and equipment incidental to Development for so long as construction is in progress or for a maximum period of six (6) months, whichever is the shorter period, and for a maximum of thirty (30) days after the completion of the Development;
- g. **Shared Services Project with West River and Kingston** – Information regarding the potential project was circulated for Councillors to review.
- h. **UPDATES from Provincial Planning**
 - 1. On November 27, Megan Williams, Manager of Land Use Planning emailed to inform of a change of service and how to submit documents during the postal strike. For the interim, the Land Division will not be accepting pre-review requests for official plans and bylaws until they have built capacity to do so. Municipalities were asked to complete a [matrix](#) when five-year reviews or new official plans and bylaws were submitted.
 - 2. On November 29, clarification was received that the matrix is not required for amendments (i.e. textual, map) and that matrix is meant to help municipalities and/or consultants address all the points the Land Division is looking for when during a review. It contains
 - All the statements of provincial interest (Section 2.1 of the *Planning Act*).
 - All the official plan requirements (Section 12 of the *Planning Act*).
 - All the requirements found within Executive Order of Council 640/97 (technical content, implementation requirements).
 - A section to indicate how the Province-Wide Minimum Development Standards Regulations were integrated.
 - Contact information for different provincial departments to help with stakeholder engagement, although **Section 6** (stakeholder consultation) is not yet required to be completed although as stakeholders, they are eager to provide feedback and comments.

When filling in the rest of the matrix, a concise explanation should be included on how the specific section and subsection identified satisfies the matrix. If municipalities have adopted a separate policy (such as an Active Transportation Policy, or a Stormwater Management Policy) that should also be indicated, although not submitted.

Their staff are working on an interpretation guide for the statements of provincial interest, which will be circulated to other provincial departments to ensure their department's mandates/goals that overlap with the provincial interests are captured correctly, and then it will be circulated to municipalities.

- i. **Thursday, Feb 6 at 7 p.m. Miltonvale Park Planning Board Meeting,** Special Presentation on **Housing Engagement** and the project in [Breadalbane](#)

11. INQUIRIES BY MEMBERS OF COUNCIL

Councillor MacDonald inquired if there had been any applications or inquiries regarding PID 283085 lately. None has been received.

12. OTHER

- a. **Donation** - Milton Community Hall had requested that the annual grant of \$1500, be awarded towards their solar panel project, as per the Donation Policy. The Hall's year end is December 31, 2024.

Motion 2025:08 – Moved by Councillor Spencer MacDonald, seconded by Councillor Andrew Frizzell that **the Rural Municipality of Miltonvale Park approve the December 2024 donation of \$1500 to the Milton Community Hall to be used towards the installation of solar panels.** Motion carried, 5-0.

- b. **Tax Bill for the Community Pasture Land** – The municipality received an overdue tax notice for the Community Pasture Land, for which the lease was ended by the Province at the end of August, 2024. The CAO had calculated and paid the taxes for the term of the lease, and notified the tax commissioner of the cessation of the lease, and the new address for the property tax bill. The CAO is working with Provincial staff to ensure that the Tax staff receive the proper notification from the Lands staff.
- c. **Lennon House** is hosting a fundraising supper February 8, and also requested cakes for their auction.

13. INTRODUCTION AND READING OF OFFICIAL PLAN AMENDMENTS and BYLAWS

- a. Updated [Procedural Bylaw](#)

Motion 2025:09 - Moved by Councillor Spencer MacDonald, seconded by Councillor Andrew Frizzell

Whereas the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., and related regulations require municipal councils to establish a procedural bylaw to regulate its proceedings in accordance with the Act,

And whereas updates were required to Bylaw 2021-08, Procedural Bylaw,

And whereas Bylaw 2024-08, the Procedural Bylaw was read a first time at a Council meeting on November 20, 2024,

Be it resolved that Bylaw 2024-08, the Procedural Bylaw, be read a second time.

Motion carried, 5-0.

Motion 2025:10 - Moved by Councillor Paul Poole, seconded by Councillor Rosemarie Ramsay
Whereas Bylaw 2024-08, the Procedural Bylaw was read a second time at this Council meeting;

Be it resolved that Bylaw 2024-08, the Procedural Bylaw, be hereby approved.

Motion carried, 5-0.

Motion 2025:11 - Moved by Councillor Andrew Frizzell, seconded by Councillor Spencer MacDonald

Whereas Rural Municipality of Miltonvale Park Bylaw 2024-08, the Procedural Bylaw, was read and approved at two separate meetings of Council held on different days;

Be it resolved that 2024-08, the Procedural Bylaw, be hereby formally adopted.

Motion carried, 5-0.

b. BYLAW to repeal Shared Services Bylaw with North Shore and Kingston

Motion 2025:12 -Moved by Councillor Paul Poole, seconded by Councillor Andrew Frizzell, that *Whereas the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1., and related regulations allow municipal councils to repeal bylaws which are no longer in use accordance with the Act, And whereas the Development Officer Position is no longer a shared position with the Rural Municipalities of North Shore and Kingston, as established in the **Shared Services Bylaw, Bylaw 2021-14,***

And whereas Bylaw # 2024-16, a Bylaw to Repeal the Shared Services Bylaw, Bylaw 2021-14 was read a first time at a Council meeting on November 20, 2024,

Be it resolved that Bylaw # 2024-16, a Bylaw to Repeal the Shared Services Bylaw, Bylaw 2021-14 be read a second time.

Motion carried, 5-0.

Motion 2025:13 – Moved by Councillor Andrew Frizzell, seconded by Councillor Spencer MacDonald, that

*Whereas **Bylaw # 2024-16, a Bylaw to Repeal the Shared Services Bylaw, Bylaw 2021-14** was read a second time at this Council meeting;*

Be it resolved that *Bylaw # 2024-16, a Bylaw to Repeal the Shared Services Bylaw, Bylaw 2021-14* be hereby approved.

Motion carried, 5-0.

Motion 2025:14 - Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald *Whereas Rural Municipality of Miltonvale Park **Bylaw # 2024-16, a Bylaw to Repeal the Shared Services Bylaw, Bylaw 2021-14** was read and approved at two separate meetings of Council held on different days;*

Be it resolved that *Bylaw # 2024-16, a Bylaw to Repeal the Shared Services Bylaw, Bylaw 2021-14,* be hereby formally adopted.

Motion carried, 5-0.

14. ADJOURNMENT

Motion 2025:15 - Moved by Councillor Paul Poole that **the meeting be adjourned** and Mayor Hal Parker declared it so at 9:28 p.m.

Mayor

CAO

February 19, 2025

Date Approved

Next Meetings:

Regular Council Meeting- February 19 at 7 p.m.

Budget Meeting – February 26

Committee Meetings – Planning Board – Thurs. February 6 at 7 p.m. (Breadalbane topic)