



Minutes - Miltonvale Park Public Meeting February 26, 2025

Present: Mayor Hal Parker, Deputy Mayor Paul Poole, Finance Chair Rosemarie Ramsay, Councillors Jamie Taylor and Spencer MacDonald, CAO Shari MacDonald and resident Betty Pryor

1. **Call to Order** – Mayor Hal Parker called the meeting to order at 7:30 p.m.
2. **Review of Highlights - 2024-2025**

The following report was circulated.

Environment and Community Living:

Seniors Events - The 2024-25 New Horizons for Seniors Program, **Miltonvale Park in the Movies (\$9180)** was very popular and included many movie nights and activities connected to them – eleven food demonstration/ presentations, a 55 Drive Alive Education Course, a car maintenance education session and, four free exercise classes, a session on arthritis, and elder abuse/safety, cooking presentation, armchair travel, car rally, online security, line dancing, a seniors dance, wedding dress display with the North Milton WI, budgeting, cookie making, card making, mental health session, wills and estate planning, seniors brunch, and the financial implications of housing choices for seniors is planned for March 6.

The PEI Seniors' Secretariat funded \$3000 for **Gardens, Gallivanting, and Gosh Darn Technology** for a very popular bus trip to western PEI, a lunch and learn, garden tea, tech talks and a preserving workshop.

ParticipACTION's Community Better Challenge in June included a virtual Walk, Move More than the Mayor contest, yoga, walks, and other opportunities for people to get active.

More exercise classes were held this year, with classes varying between 1-3 weekly. Yoga is offered, year-round, as well as fall-to-spring line dancing is held at the Milton Community Hall.

At the community park, the municipality installed two new large pieces of playground equipment, and a smaller digging toy, purchased in 2023. Both the tennis/pickleball court and the basketball court were coated and re-lined. One family used the community garden at the park. Pickleball remained very popular (about 11 times weekly). Charlottetown Minor Ball rented the ball field regularly and there were a couple of cricket games held this summer. The staff hosted special days and events, and painted the exterior of the shelter. In 2025, the municipality intends to install the old generator at the park, and add solar panels, and a propane stove, water heater, and tank as well as a heat pump, with support of the Canada Community Building Fund.

Community Events - Family Violence Prevention Week was marked in May 2024, with the annual blanket making activity. With the support of CMP, Council organized its second car show on the Father's Day weekend. Proceeds of \$2400 were donated to the Upper Room Hospitality Ministry. Celebrate Canada funding was received for a Canada Day celebration. Council passed out treat bags at a Halloween drive thru at the Milton Community Hall. The North River Fire Department brought Santa and the Grinch at Christmas. Council also marked its 50th anniversary with a community party on July 17, 2024. Council received a GEDI grant for The Art of Drag project, as well as a Health Care Retention grant for a community supper, art project, and two food presentations. In 2025 a letter of intent was submitted to the PEI Community Foundation for a Youth Mental Wellness project.

The little library at the park continues to be used. The two Level 2 EV chargers at the hall received limited use and two more EV chargers were added to the Community Park.

2024 was the first summer for the new Community Garden, located on land that was provided by the Hooper Family. Summer students at the hall and volunteers worked hard, and the garden had a very successful first year. Produce was available for pick up at the hall, and about seven families took advantage of the space provided to have their own garden. Funding from the Island Community Food Security Fund allowed for the purchase of many tools and some equipment. A dedicated coordinator would improve the garden, and Council hopes to contract someone for this year. Past the Salt PEI organized a fundraising gourmet supper for the Community Garden in August of 2024, and another on February 23, 2025, where funds were being shared between the Food Forest at the garden and Gifts from the Heart.

A park is also being created in the new Strathrae Estates, located off the Royalty Road. A wooden fence was installed, trees and shrubs have been planted and a gravel walkway installed. A 2 Billion Trees grant funded the planting of trees as well as mature spruce for the entrance of the subdivision. A gazebo is planned to be erected this summer. Sheila Curtis continues to represent Miltonvale Park on the board of the APM Center, which is hoping to add a second ice surface in the near future.

The Province cancelled the pasture lease at the end of the summer, as they plan to use the land to create affordable housing.

Active Transportation (AT) –The Glenn Group’s Active Transportation Plan was presented to the public at two open houses, and an application was made to the Provincial AT Fund for benches, bicycle repair stations, and a washroom/outhouse facility for the Confederation Trail areas.

Support for individuals and groups – The Council continues to offer an annual \$75 child bursary, a \$200 grant to the North Milton WI for a project, and a \$1500 annual grant to the Milton Community Hall (Solar panels - 2024). It also offers rebates for HE washers, low-flow replacement toilets and showerheads to residents.

Communication – One paper newsletter, printed at the office, was distributed in 2024-25, with regular e-news updates, emailed and circulated online. Facebook and miltonvalepark.com are also used, as well as paper posters on the community noticeboards.

Environment- Toilet leakage strips were distributed to residents. The municipality continues to be charged a fire hydrant fee by Charlottetown, and recoups the cost for three of the eleven hydrants from the Provincial Correctional Centre. Councillor Jamie Taylor is the liaison between the Cornwall and Area Watershed Group (CAWG) and Miltonvale Park.

Planning and Development –Appeals contribute significantly to legal fees. A second public meeting was held to consider including the redesignation of PID 283325 and a 1.8-acre portion of PID 658799 to Light Industrial properties in the Future Land Use Map, as well as text changes to the Development Bylaw and Official Plan. The properties had been under consideration from Miltonvale Park for rezoning in 2023. The municipality approved all the amendments to the maps, Official Plan and Bylaw. The Minister approved the text changes July 31, 2024, and is still considering the map amendments. An appeal of Council’s decision was filed with IRAC.

Delays in the final approval for the second and third phases of the new Strathrae subdivision in the Sleepy Hollow area resulted in lower development fees than were expected in 2024; however, construction is likely to begin on new homes in the upcoming fiscal year. As well, a subdivision application has been received for the first two of five planned phases for affordable housing in the former community pasture, with work planning to begin as soon as possible.

Bylaws -Two new Bylaws were approved: #2024-07, a new Procedural Bylaw, and #2024-14, a Bylaw to Repeal Shared Services Bylaw 2021-14. The municipal Abuse Policy was also updated.

EMO – Funding from the Rural Growth Initiative allowed Council to install a new 50 kw generator, a commercial fridge and freezer for the hall, as well as a new electric stove and air purifier. Council is still considering the purchase of emergency radios.

The Municipality remains a member of FCM, FPEIM, and Recreation PEI, and is providing office space to Warren Grove.

Staff – 2024 summer staff included Hazel Truong at the office (Post Secondary Student Program), and at the park Nathalie Antoun (PSSP), Kessie Kama (Jobs for Youth) and resident Jason Blaisdell (Canada Summer Jobs). No funding was received to hire a student for the watershed, so the funding that would have been spent on that position was given to the Cornwall and Area Watershed Group. Resident Ruth Awuja was a faithful volunteer at the Community Park again this summer. Norm Birt was funded through a Skills PEI grant over the spring and summer, as an assistant to CAO Shari MacDonald. Development Officer, Mirko Terrazas, had been contracted through the Rural Municipality of North Shore; however, in the fall of 2024, returned to being a part-time employee of Miltonvale Park, as well of Kingston, and West River. These three municipalities are applying for Shared Service funding from Municipal Affairs to enhance the Development Officer’s position.

2024-25 has been very busy and successful.

3. **Presentation of Operating & Capital Budgets 2025-26** (See next pages).

Discussion during this section of the meeting included that the presentation of the budget was easier to read. The CAO was speaking with a Councillor from Hunter River who is investigating establishing an insect control using drones, which would be significantly less labour intensive. Their insect control is currently done by qualified volunteers. It was suggested that the municipality might benefit from owning a truck or service vehicle. The insurance numbers are not yet final, and as updated figures become available before the March Council meeting, the figures may be adjusted slightly. It was also noted that the municipality may investigate a crosswalk light over the Confederation Trail Crossing over the Lower Malpeque Road. Paul Johnston is the Public Works Manager with the City. It was noted if garbage cans are installed at road intersections with the Confederation Trail, there would be costs for waste removal.

4. **Tax Rate – 2025-26** – The Rural Municipality of Miltonvale Park tax rates for 2025-26 are expected to remain 16.6 cents per \$100 assessment for non-commercial properties in both the serviced and un-serviced areas, and 82.6 cents per \$100 for commercial properties in both areas.

Rural Municipality of Miltonvale Park

as at Feb 26, 2025

REVENUE	OPERATING	CAPITAL	Budget 2024-25	YTD toJan 25	NOTES 2024-25, 2025-26
	2025-26	2025-26			
Grants					
Equalization Municipal Support Grant	\$ 32,000		\$ 27,500	\$ 26,957	Estimate
Infrastructure			\$ 1,900	\$ -	
Gas Tax (CCBF)		\$ 34,270	\$ 212,000	\$ -	solar panels, propane stove, tank *MORE AVAILABLE- (current request)
Canada Day & Special Days/Wk Grant	\$ 1,050		\$ 5,850	\$ 1,040	Canada Day \$850, FVP \$200,
Seniors Project	\$ 14,000		\$ 15,125	\$ 3,000	11,793 for NHS +\$2200 for PEI SrSect
Other grants	\$ 29,515		\$ 245,170	\$ 38,743	GEDI -\$6016, Food Security -\$10k? \$500 Firesmart, Youth wellness -\$13,000,
Job Funding	\$ 25,000		\$ 30,000	\$ 30,220	
Taxation and planning supplement	\$ 296,730		\$ 244,215	\$ 242,317	tax plus \$8k planning
Interest	\$ 10,000		\$ 3,000	\$ 12,550	
Misc. Income	\$ 2,000		\$ -	\$ 5,375	<i>car show included</i>
Recreation	\$ 1,500		\$ 5,000	\$ 1,500	ParticipACTION
Seniors Income from Activities	\$ 15,000		\$ 12,500	\$ 17,846	
Income from events (not senior)	\$ 1,000		\$ -	\$ 2,957	
Gov't Transfers for Capital Assets		\$ 188,000	\$ 587,930	\$ 68,491	AT \$43k? RGI_EMO-\$45k? +EAF -\$100k
Grants Total	\$ 427,795	\$ 222,270	\$ 1,390,190	\$ 450,995	
Licences and Permits					
Development Fees	\$ 10,000		\$ 12,000	\$ 3,455	
Land rent revenue	\$ 2,000		\$ 2,250	\$ 2,260	no pasture, election, W.G. office
Licences and Permits Total	\$ 12,000	\$ -	\$ 14,250	\$ 5,715	
Expense Recovery					
Surplus From Reserves		\$ 46,230	\$ 68,345	\$ -	Some of this is actually CCBF
Recovering Expenses	\$ 2,650		\$ 2,650	\$ 450	mosquitoes, PCF hydrants
Total Expense Recovery	\$ 2,650	\$ 46,230	\$ 70,995	\$ 450	
TOTAL REVENUE	\$ 454,445	\$ 268,500	\$ 1,475,435	\$ 457,161	

	OPERATING	CAPITAL	Budget 2024-25	YTD to Jan 25	NOTES 2024-25, 2025-26
EXPENSE					
Admin Expenses					
Depreciation - Community	\$ 8,000		\$ 3,000	\$ 142	<i>have not calculated most of 2024-25</i>
Amortization of Deferred Grants	\$ 2,000		\$ 2,000	\$ -	<i>have not calculated most of 2024-25</i>
Council Remuneration	\$ 10,000		\$ 10,000	\$ 4,983	
Chair & Council Meeting Expenses	\$ 2,000		\$ 1,400	\$ 1,879	Appreciation night
Administration Wages	\$ 53,815		\$ 56,000	\$ 46,319	only CAO, in 2024-25
MERCs	\$ 9,550		\$ 9,500	\$ 10,765	
Advertising	\$ 500		\$ 500	\$ -	
Interest and bank charges	\$ 250		\$ 250	\$ 82	
Insurance	\$ 10,000		\$ 9,335	\$ -	
Office	\$ 5,000	\$ 2,500	\$ 4,500	\$ 5,175	<i>bought printer & ink in 24; new laptops?</i>
Printing	\$ 200		\$ 200	\$ -	
Telephone Internet	\$ 3,400		\$ 3,200	\$ 2,641	
Training	\$ 1,000		\$ 500	\$ 935	
Travel	\$ 400		\$ 400	\$ 95	
Meetings	\$ 750		\$ 750	\$ 662	
Grants to organizations/individuals	\$ 2,000		\$ 1,500	\$ 2,978	24-25 has Ruth's iPad
Election	\$ 500		\$ 500	\$ -	only need if resignation
Website	\$ 425		\$ 425	\$ 396	
Admin Expenses Total	\$ 109,790	\$ 2,500	\$ 103,960	\$ 77,051	
Facilities and Public Property					
Insurance (Park Shelter)	\$ 1,100		\$ 1,000	\$ -	
Electricity	\$ 3,500		\$ 3,500	\$ 2,062	may be lower with solar panels
Community Park Maintenance	\$ 13,000		\$ 13,000	\$ 7,251	more grass to cut -Strathrae
Sewer	\$ 600		\$ 550	\$ -	
Community Park Taxes	\$ 900		\$ 870	\$ 1,874	
Community Hall	\$ 1,500		\$ 1,069,500	\$ 648	
13 Communities Incorporated	\$ 5,435		\$ 5,000	\$ 5,070	0.5cents/\$100 + honoraria (\$180)
Rent (Office)	\$ 6,600		\$ 6,000	\$ 5,000	increase to \$550 monthly office rent

Community Signs	\$ 100		\$ 150	\$ -	
Special Projects	\$ 30,000		\$ -	\$ 260	GEDI, Youth Wellness, Food security
Community Pasture	\$ -		\$ 400	\$ -	
Depreciation -Shelter and Park Equip	\$ 11,000		\$ 11,000	\$ -	
Facilities & Public Property Total	\$ 73,735	\$ -	\$ 1,110,970	\$ 22,165	
Fire Protection					
Fire Hydrant Fee	\$ 11,750		\$ 10,500	\$ 11,104	
Fire protection	\$ 100,150		\$ 85,715	\$ 70,359	16 cents/\$100 com & 0.0775 non com
Fire Protection Total	\$ 111,900	\$ -	\$ 96,215	\$ 81,463	
Planning and Zoning					
Planning Board	\$ 700		\$ 700	\$ 420	May have Shared Services agreement
Supplies	\$ 200		\$ 200	\$ 938	
Planner	\$ 3,000		\$ 3,000	\$ 1,576	
Bylaw- Project			\$ -	\$ -	
Development Officer	\$ 17,280		\$ 15,000	\$ 14,150	
Development Officer Mileage	\$ 150		\$ 150	\$ -	
Emergency Measures	\$ 500	\$ 60,000	\$ 15,000	\$ 1,796	radios
Shared Services			\$ 500	\$ -	
Planning and Zoning Total	\$ 21,830	\$ 60,000	\$ 34,550	\$ 18,880	
Community Development					
Community Beautification	\$ 10,325		\$ 7,600	\$ 20	Bugs - Loyalist \$5750 & Crabbe \$4575
Community Garden	\$ 11,645		\$ -	\$ 9,664	Coordinator
Active Transportation		\$ 43,000	\$ 10,000	\$ 40	benches, washroom -if funded
Special Projects	\$ 20,000		\$ -	\$ 4,939	GEDI, Youth Wellness, Car show
Community Days - Canada Day	\$ 12,000		\$ 10,500	\$ 7,369	car show, Canada Day, FVP
Seniors Projects	\$ 15,000		\$ 15,000	\$ 12,093	NHS and PEI Sr Sect
Community Promotion - Newsletter	\$ 1,000		\$ 1,800	\$ 586	
Economic Development	\$ 500		\$ 500	\$ -	get together?
Green Initiative	\$ 500		\$ 1,600	\$ 48	24-had toilet leak brochure
Community Development Total	\$ 70,970	\$ 43,000	\$ 47,000	\$ 34,761	

	OPERATING	CAPITAL	Budget 2024-25	YTD to Jan 25	NOTES 2024-25, 2025-26
Professional Services & Memberships					
Accounting Fees	\$ 5,600		\$ 5,200	\$ 5,374	
Federation of Can. Municipalities	\$ 565		\$ 510	\$ 554	
Federation of PEI Municipalities	\$ 2,600		\$ 2,450	\$ 2,451	
Legal Services	\$ 8,000		\$ 9,725	\$ 6,306	
Other-AMA, Recreation PEI, Bylaw	\$ 255		\$ 255	\$ 134	
Total Professional Service & Membership	\$ 17,020	\$ -	\$ 18,140	\$ 14,818	
Recreation and Parks					
Student Wages & Office Assistant	\$ 26,000		\$ 23,400	\$ 46,583	
Watershed	\$ 2,500		\$ 5,000	\$ 2,268	
Bursaries	\$ 3,500		\$ 3,500	\$ 1,950	
Recreation Programs	\$ 1,000		\$ 1,000	\$ 275	
Wellness Program	\$ 500		\$ -	\$ 315	
Seniors Recreation	\$ 15,000		\$ 11,000	\$ 18,361	
Park Admin. & Shelter Supplies	\$ 700		\$ 700	\$ 131	
Park & Playground Develt		\$ 163,000	\$ 20,000	\$ 19,619	propane, heat pump, solar panels, camera, lights, pave
Recreation and Parks Total	\$ 49,200	\$ 163,000	\$ 64,600	\$ 89,503	
TOTAL EXPENSES	\$ 454,445	\$ 268,500	\$ 1,475,435	\$ 338,640	
NET INCOME	-\$ 0	\$ -	\$ -	\$ 118,521	

	Commercial	Non-Commercial	TOTAL
Taxable ASSESSMENTS			
Serviced	9,307,700	21,596,600	31,081,800
Unserviced	6,049,600	75,922,200	81,971,800
TOTAL	15,357,300	97,518,800	112,876,100

TAXATION	0.826	0.166	per \$100 assessment
TAXATION TOTAL	\$126,851	\$161,881	\$288,733
Serviced (Sleepy Hollow)	\$76,882	\$35,850	\$112,732
Unserviced	\$49,970	\$126,031	\$176,001

No change to tax rate

5. Draft 5-Year Capital Budget

Betty Pryor left the meeting at 7:45 p.m.

Miltonvale Park -Draft 5 Year Capital Plan *as of Feb. 26, 2025*

Asset	Project Name	Description of Project	Anticipated Year	Estimated Cost	Include		Sources of Funding
Walking Trail	Pave Walking Trail		2025	\$ 77,337	Yes	\$ 7,337	Enabling Accessibility Fund (80%) could use CCBF for rest
EMO Communication	EMO Communications	Communication system	2025	\$ 60,000	Yes	\$ 60,000	RGI -Emergency Center
Parking lot lighting	Park Lighting	Parking lot -Four lights on posts	2025	\$ 40,000	yes	\$ 40,000	EAF(80%) could use CCBF for rest
Community Park	Park Energy Systems	Solar panels, propane tank, stove, water heater, heat pump	2025	\$ 35,000		\$ 35,000	CCBF -\$32620.50
Subdivision Lot -Strathrae	Strath-Rae lot	landscape, construct gazebo, sign, iron fence, install benches	2025	\$ 6,000	Yes	\$ 6,000	CCBF
Community Garden	Complete construction	construct greenhouse, install sign	2025	\$ 2,500		\$ 2,000	CCBF
AT -Confederation Trail - benches, outhouse		bike repair stations, outhouse, benches, bike racks	2025	\$ 47,764		\$ 47,764	PEI AT Fund -45687
AT Trail		Hall- Crabbe Rd – Rte. 2 circuit	2026	\$ 500,000		\$500,000	PEI AT, Federal AT
Land for Future Development	Land Purchase	Add to municipal land base for future development	2027	\$ 200,000	Yes	\$200,000	Reserves
Park Shelter -	Re-shingle roof		2027	\$ 5,000		\$ 5,000	Reserves
Parkland/Garden	PURD Development	benches, trees, garden, outdoor exercise equip?	2026-27	\$ 20,000		\$ 20,000	
Elevator and Office Expansion - Milton Hall		Add an elevator and development Office to Hall	2028	\$ 1,500,000	No	\$ -	??
				SUBTOTAL		\$993,101	Without elevator
POSSIBLE PURCHASES							
Community Truck							
EV van for transportation							
Studies?							
APM 2nd ice surface							

**BALANCE as of January 31,
2025**

Current Assets	\$ 673,177	Current Liabilities	\$ 304,389	\$274,240 (deferred rev)
Capital Assets	\$ 456,282	Equity	\$ 841,974	
Other Assets	\$ 16,904	Total	\$1,146,363	
TOTAL ASSETS	\$ 1,146,363			

It was noted that security cameras at the park should be installed at the same time the light poles are installed, and before paving takes place. If solar panels are planned for the roof at the park, which is likely not appropriate due to the location of the trees, the roof would need to be re-shingled first.

Motion 2025:21 - Moved by Councillor Jamie Taylor, seconded by Councillor Spencer MacDonald **that the Capital Budget be presented for approval at the March 19, 2025 Council Meeting.**

Motion carried, 4-0.

- Canada Community Building Fund (CCBF)** – All the funds for the CCBF for this period should be allotted to a project. New projects require a Capital Investment Plan (CIP) The intake for projects is twice annually. Funds can be easily transferred between approved projects.

CANADA COMMUNITY BUILDING FUND ("gas tax")

CCBF	2024-25	2025-26	2026-27	2027-28
2023-24 Carryover				
\$ 160,796				
Allocation Funding	\$ 35,711	\$ 36,942	\$36,942	\$ 38,420 = \$196,507 for this 4-years

PROJECTS

Rural Broadband and Internet	\$ 143,484.00	complete
EV Charging Stations	\$ 3,039.87	complete
MvP Community Park Revitalization	\$ 67,564.71	active
Official Plan and Bylaw Review	\$ 9,643.86	complete
Milton Hall Elevator Addition	\$ 122,137.93	active
Confederation Trail Infrastructure	\$ 2,500.00	complete
Miltonvale Park Community Garden	\$ 14,174.10	active
Miltonvale Park Strathrae Park	\$ 28,700.77	active
Community Park Energy Upgrades	\$ 32,620.50	active
COMMITTED	<u>423,865.74</u>	

TOTAL funds available

\$580,990.24

TOTAL to commit

\$ 157,124.50

OR \$279,262.43 if the elevator project is eliminated

Brainstorming

Active Transportation Trails/signage (Crabbe Rd/Hall/Rte. 2)
Park at PURD Subdivision -garden/trees/trail, horseshoe pitch...
Community Truck
EV van for transportation
Studies

Eligible categories (cannot be used for land or legal)

drinking water	fire halls
wastewater	brownfield redevelopment
public transit	local roads and bridges
community energy systems	solid waste management
capacity building	highways
resilience	local and regional airports
broadband and connectivity	short-line rail
culture	short-sea shipping
tourism	
sport	
recreation	

Councillors will consider projects for a decision at the March meeting, although felt that Active Transportation projects should be a priority.

The CAO will work on the Asset Management Plan for Council to review at that meeting.

- 7. Questions** - It was suggested a convenience store might be a welcome addition to the Sleepy Hollow area. It also suggested that a policy in which Miltonvale Park residents could be placed at the top of the wait list for housing in the new subdivision area, could serve the municipality's residents.

8. Adjournment

Motion 2025:22 – Moved by Councillor Paul Poole, and seconded by Councillor Spencer MacDonald **that the meeting be adjourned**, and Mayor Parker declared it so at 7:56 p.m.

Mayor

CAO

March 19, 2025

Date approved