

**Rural Municipality of Miltonvale Park Council  
MINUTES**

**Milton Community Hall**

**7:00 p.m., October 15, 2025**

**Regrets** – Councillor Rose Ramsay

**Present** - Mayor Hal Parker, Councillors Paul Poole, Jamie Taylor, Leo Doucette, Rosemarie Ramsay, Andrew Frizzell, and Spencer MacDonald; Staff - CAO Shari MacDonald and Zachary Addison

**1. CALL TO ORDER**

Mayor Parker called the meeting to order at 7:00 p.m. and Zach Addison was introduced to the Council.

**2. DECLARATION OF CONFLICT OF INTEREST**

Councillor Taylor noted that he is married to Leone Curtis, the municipality's yoga instructor and was recently named to the board of EART – the Emergency Animal Response Team. Councillor Frizzell noted he has application MP-1248 on file for subdivision and consolidation, and had applied for rezoning.

**3. APPROVAL OF AGENDA**

Motion 2025:114– Moved by Councillor Spencer MacDonald, seconded by Councillor Jamie Taylor that **the agenda be approved as circulated.** Motion carried, 5-0.

**4. PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS** -There were none scheduled.

**5. ADOPTION OF MINUTES – September 17, 2025**

Motion 2025:115– Moved by Councillor Jamie Taylor seconded by Councillor Leo Doucette that **the minutes of the meeting on September 17, 2025 Regular Meeting and be approved as amended to correct a typo.** Motion carried, 5-0.

*Councillor Frizzell left the meeting at 7:03 p.m.*

Motion 2025:116– Moved by Councillor Jamie Taylor seconded by Councillor Leo Doucette that **the minutes of the Closed Meeting on September 17, 2025, be approved as circulated.** Motion carried, 4-0.

**6. BUSINESS ARISING FROM THE MINUTES**

- a. **Correspondence** - While Councillor Frizzell was absent from the meeting, Council reviewed the draft response for the residents who had written with concerns regarding his properties, and did not suggest any changes.

*Councillor Frizzell returned to the meeting at 7:10 p.m.*

- b. **Legal Harassment Seminar** – The CAO can circulate slides from the seminar in Rustico to Councillors, if they are not able to attend another session.
- c. **Reception Centre Webinar** – The October 1, 2025, webinar was cancelled.

- d. **Solar Field** - The CAO has almost the completed submission to CRIS, and is still planning to apply to the Province and the Federation of Canadian Municipalities (FCM) Adaptation in Action funding, which provides up to \$70k for feasibility studies to increase the implementation of equitable climate adaptation actions across Canadian municipalities. The deadline for feasibility studies is October 28, 2025.
- e. **2025/2026 Anti-Racism Grants | Government of Prince Edward Island** – This program supports projects that advance anti-racism efforts and benefit racialized and Indigenous communities across PEI. The deadline is October 17, and the CAO and her assistant were asked to consider submitting an application, if possible.
- f. FPEIM Semi-Annual Meeting -Councillor Ramsay has had to withdraw from attendance for health reasons. Zachary Addison will accompany the Mayor and CAO to the meeting on Saturday, October 18, in Eastern Kings.
- g. Gender, Equity, Diversity, Inclusion, & Community Enhancement Program - An application was made for approximately \$8,000, which included basket weaving, two drum circles, a newcomer panel Tea and Talk, Intuitive Vision Board Art project, two cooking classes, and a welcome supper with entertainment.
- h. The Province has launched a public engagement on land process, until October 17, with an online survey, workshops, and other information on their website PEILandUse.ca.
- i. LIVE WELL PEI Wellness Grant Program – Ryan Ritskes submitted an application for meals and plant-based workshops on behalf of the Milton Hall, which received funding.
- j. **Shoreline Management Plans** - (SMPs) are being prepared for the southeast portion of PEI, from West River to Boughton, as well as on Lennox Island. There were Open Houses for the general public in September and a Stakeholder Engagement session for municipal representatives and other stakeholders on October 3, 2025. No one attended from Miltonvale Park, which does not have a significant amount of shoreline.
- k. **Notional Canada Community Building Fund (CCBF)**– The CAO submitted a Notional Transfer Request form to allot \$150,836.28 to Project 54.2.6, the Milton Hall Elevator Addition, for a new project total of \$272,974.21. The office received a CCBF payment of \$54,182 on October 15, 2025.
- l. **Website** –Technomedia is updating the website.

## 7. CORRESPONDENCE

- a. **Halton Regional Council** passed a motion calling on the Government of Canada to prioritize and expedite the introduction of its promised bail and sentencing reforms and for Ontario to invest in and strengthen the administration of justice, and asked other municipalities to pass similar motions.
- b. **Free Organizational Culture Webinar and Strategic Planning Webinar** - The Organizational Culture session to learn to build a positive workplace culture in municipal government was held October 15, 2025 The Strategic Planning for Elected Officials webinar recording is available online.
- c. **Heat Alert and Response System (HARS)**. The Chief Public Health Office invited PEI municipalities to a consultation session on the development of a Heat Alert and Response

System. The Charlottetown session is 9 a.m. on October 30, 2025 at The Rodd Charlottetown. Zachary Addison will attend.

- d. The [2025 FPEIM semi-annual meeting](#) is October 18, 2025 in Eastern Kings.
- e. [DEI & Antiracism Policies and Operating Plans](#) will be discussed at a workshop on Thursday, October 23 at 1:30. Registration is \$300.
- f. **Canada Summer Jobs 2026** – This funding opportunity will be open November 4 - December 11, 2025.
- g. **FireSmart** - FireSmart Canada shared their [resources](#). Beginning November 1, communities can apply for [The Neighbourhood Recognition Program Incentive](#) and [The Wildfire Community Preparedness Day Award](#). Their FireSmart Canada Begins at Home app, designed to be used for residential self-assessments launches in October.
- h. **ChargePoint Assure Quarterly Report** – was received on October 2, and shows the EV chargers at the hall have been available 100% of the time. The CAO will look into the EV Chargers at the park as reports are not being received.
- i. **Municipal Affairs** was looking for the most recent Code of Conduct Bylaw, as they did not have it on file. The CAO submitted it.
- j. **ParticipACTION's 2024-2025 Impact Report** is available [online](#).
- k. **Municipal Affairs** - The October Newsletter promoted an Election Lunch & Learn Thursday, November 6 at 12 noon on Election Bylaw updating.
- l. The 2025 **Association of Municipal Administrators of PEI** (AMAPEI) will host a Professional Development Day and Annual General Meeting on Friday, October 24, 2025, hosted by the Rural Municipality of Murray Harbour. The CAO plans to attend.
- m. An [Atlantic Off Site Housing Virtual Workshop](#) is being held on October 22, 2025.
- n. **The UPEI Centre for Health and Community Research** held a webinar, [Mapping for Equity Using Local Data to Support PEI Communities](#), which the CAO attended.
- o. **Anti Racism Grants** - Applications are open until October 17, for the 2025-2026 Anti-Racism Grants. There is \$275,000 in funding available.
- p. **Climatlantic** is offering free services to communities seeking to adapt to climate change. More information is available on their [website](#) and [video](#).
- q. [Canadian Centre for Safer Communities](#) (CCFSC) has an annual conference, **Stronger Together: Connect and Collaborate for Safer Communities**, November 4-6, 2025, in Halifax, Nova Scotia.
- r. [Cyber Security Projects](#) - The Government of Canada has a new program for municipalities to apply for funding relating to cyber security projects.
- s. **SHIFT PEI** – The Coalition for Women's Leadership staff, local legal experts and SHIFT PEI are holding a free seminar designed to help leaders recognize, prevent, and respond to both in-person and online harassment on 1:30 Oct 24 – Summerside
- t. [CleanTech Survey](#) - The province is seeking input from people to help government better understand the scope of the CleanTech sector in PEI.

- u. **PEI Public Safety** has released guides for [farmers](#) and drivers, which will be promoted on the municipality's social media. [PrinceEdwardIsland.ca/DriveSafely](https://PrinceEdwardIsland.ca/DriveSafely)
- v. **Hurricane Preparations** - PEI EMO reminded municipalities that hurricane season is underway, and that proper emergency planning is the best response. Islanders can find which reception centres are open and what services are being offered at [Search Reception Centres](#) and their locations at [Reception Centre Map](#). A map of stations with generators is at [Fuel Station Sites with Generators](#). There is also [funding to build community resiliency in an emergency](#). For more information, visit: [How to be Prepared for an Emergency](#).
- w. **Housing, Infrastructure and Communities Canada** helps municipalities build climate-resilient, low-carbon homes and infrastructure. [ClimateInsight.ca](https://ClimateInsight.ca)
- x. Holland College re-launched online [Board Member Training](#) which Councillors can complete at their own pace. The cost is \$249 + HST.
- y. **Audited Financial Statements** - Municipal Affairs requires the 2024-2025 audited Financial Statements by October 15, 2025.
- z. **Cities and Municipalities Day** - Senator Honourable Éric Forest, Gulf region, recently introduced a bill in the Canadian Senate to officially recognize October 31 as Cities and Municipalities Day.
- aa. **Grants and Programs** The [Co-operators Resilience Acceleration Lab](#) invites municipalities to apply for funding to develop infrastructure projects that reduce physical climate risks, including flooding, wildfires, storms, and heat up to \$250,000.
- bb. **Canada Federal Funding Programs** -The [Multiculturalism and Anti-Racism Program](#), and [Anti-Hate Call](#) programs have deadlines of October 22.
- cc. **Green Municipal Fund Programs** -The [Green Municipal Fund](#) has the following deadlines: [Safe and Active School Routes](#) – October 17 and [Adaptation in Action: Feasibility Study](#) on October 28.
- dd. **Forest Stewardship Council Certification** The [Sustainable Forest Alliance](#) offers [Forest Stewardship Council®](#) certification (FSC C020468) to PEI's sustainable forest sector, including municipally managed forests.
- ee. **GST/HST for Municipalities**- FPEIM and the Canada Revenue Agency (CRA) will host free webinars to help municipalities better understand specific GST/HST topics: [Intra-Municipal Supplies & Inter-Municipal Supplies](#) (October 29), and [Self-Assessments of GST/HST Obligations](#) (November 26) at 10 a.m.
- ff. **PEI Land Use Engagement Survey** The PEI government has [launched public engagement](#) on land: how it is used, protected, and developed across the Island. The public can still take part in the first phase of engagement by completing the [online survey](#) by October 17.
- gg. **Climate Insight** has new functions: Hazard Profiles Map Layer, Rapid Risk Assessment Tool and Impact Cards, and they will introduce the new Climate Insight features in a webinar on October 22.
- hh. **Canada Union Postal Workers** sent a letter about postal cuts and their impacts on seniors and people with disabilities. The municipality was asked to demand a halt to the service cuts, ask Canada Post to look for ways to increase services and revenues in other areas, and halt the mandate review until Canada Post returns to stabilized operations. They also requested

that the Government commit to a fully transparent, public process for the mandate review and asked the municipality to make a submission, if possible.

ii. James Ennis of Wheatley River asked if Miltonvale Park would be interested in a **Kind Community** Program to promote kindness across the globe. It is interactive with world-based programming. Miltonvale Park would be the first community in Canada to join the organization he started while living in Australia. <https://choosethetude.com/>. Council will discuss this at the next meeting.

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## 8. REPORTS FROM STANDING AND AD HOC COMMITTEES

### 1. Environment and Community Living

- a. **Cornwall and Area Watershed Group** – Councillor Jamie Taylor noted that the most recent CAWG meeting discussed the deficit budget and staffing over the winter, and they will be meeting again on October 16.
- b. **Celebrate Canada - Canada Day** – The application for funding is open until 4 p.m. ET, November 21. The municipality will apply for the usual Canada Day Celebration, although soccer-themed initiatives can also be funded. The [Celebrate Canada Guidelines](#) are available on the [Celebrate Canada](#) website. There is also new funding to celebrate the 30th anniversary of National Indigenous Peoples Day (June 21). It was suggested that Council purchase an Indigenous flag. A Drum Circle was also suggested; however, it was expected that the drummers would be involved with other events on June 21. It was noted that one of the soccer nets at the park needs welding, and one net needs to be repaired.
- c. **Activities**
  - i. **Yoga** – The times for Tuesday yoga has changed to 8:30 a.m. on the mat and 10 a.m. for chair yoga.
  - ii. **Exercise** classes continue with Michele Gallant on Mondays and Wednesdays at 9 a.m. for \$6, and with online videos on Fridays for \$1.
- d. **Garden** – The garden is almost finished for the season, with leeks and parsnips remaining to be harvested.
  1. Ryan Ritskes organized two preserving workshops with MacroMom Sarah Forrester, who presented workshops on apple and pumpkin pies and tomato salsa through the Community Food Security Grant.
  2. The Garden Club met October 14 for a session on seed saving.
  3. The gardening group continued Tuesday harvests and food distribution of pumpkins, squash and other vegetables.
  4. Ryan Ritskes had been using his whipper snipper at the garden but it has gone missing. At Ryan's suggestion the municipality ordered a more powerful rototiller, which uses the same battery as the rototiller.

Motion 2025:117– Moved by Councillor Andrew Frizzell, seconded by Councillor Leo Doucette that the **CAO meet with Ryan and determine the replacement value of his missing rototiller, and reimburse him.** Motion carried, 5-0.

- e. **PEI Seniors Secretariat Funding** - The 2025-26 Art, Heart, and Depart...on a Bus Tour” project received \$2750 of the requested \$4774. The proposal included August's bus tour, an emergency first aid course for seniors, and four

outdoor painting classes, and will be adjusted due to the lesser amount received.

- f. **Gender | Equity | Diversity | Inclusion and Community Enhancement Program** - Movies continue on many Sundays. The second Drum Circle was held on October 8, with about 10 others attending. The Welcome Supper was held on Tuesday, October 7, with about 40 residents attending. The 90 invitations mailed to newer residents were not delivered due to the Canada Post strike. If funds remain, the municipality could possibly host another event for new residents, such as dessert and games.
- g. **Chat and GBT – (NHS 2025-26)** – Margaret Prouse held a presentation on potatoes on September 23. The apples presentation was rescheduled to October 28. The Seniors Supper Club will be held on October 23, and features beef stew. Pumpkin carving with Mada Coles is October 24 at 11 a.m. Remaining activities are four supper clubs, four healthy eating food presentations, starting a pole walking group, Mi'kmaq basket weaving, an art class, and an improv series and show, which Trilby Jeeves will be involved in.
- h. **Halloween** – Council is planning a Treat Bag Drive Thru on October 25 from 2-3:30. Registration is underway.
- i. **ParticipACTION**
  - i. **Grant** – The prize money has not been received, but is likely delayed due to the postal strike. Council will need to decide how to spend the \$15,000.
  - ii. ParticipACTION reached out with a potential **partnership opportunity** for Heritage Canada funding under their multi-culturalism and racism, anti-hate project, that would include leveraging the ParticipACTION Community Challenge 2026. Their proposal is due October 22<sup>nd</sup>, if there is enough interest to make it viable. The CAO responded that Miltonvale Park would be interested. ParticipACTION may request a letter of support.

Motion 2025:118– Moved by Councillor Andrew Frizzell, seconded by Councillor Spencer MacDonald that **if requested, the Municipality provide a letter of support to ParticipACTION**. Motion carried, 5-0.

- j. **Park**
  - i. **Park shelter use** – Staff will develop an updated policy for approval at the November meeting.
  - ii. The **#UnitedWePlay** signs are to be installed at the park, but will now be done in the spring.
  - iii. **Pickleball Policy** – The staff will incorporate the changes proposed for approval in November.
  - iv. **Playground inspection** – There had been no further progress regarding shearing some bolts, removing weeds/extending the safe zone, or creating a zone around smallest plastic slide, or tightening S hooks. The bouncy frog needs a new handle. If Zach Addison identifies the bolts, Mayor Parker will grind them. The students tried fixing gaps by the slide on the new structure, but it likely requires more attention.
  - v. **Generator** – The generator is still not installed at the park.
  - vi. **Garbage** –The cheque has been written for Joanie MacKinnon but has not been delivered or mailed, due to the strike.

- k. **Strathrae Park** – DNS Grasscutting did not provide a price for moving the dirt at the new park. Spruce Grove moved the pile with a skid steer, and scraped away some of the shale that was put across the front of the park. They asked about putting topsoil there now. Council confirmed they still want to wait until spring, as discussed at the September meeting. It was suggested that the curb be staked to mark it.
- l. **Enabling Accessibility Fund** – The municipality still needs to order the two accessible picnic tables. The paving has been completed, and a bill received for \$74,562.55. The CAO suggested the \$100,000 investment that comes due next week, be held back, as there are significant expenses with this project, and there may be cash-flow issues. The municipality is still waiting for confirmation on the drum set order. The project needs to be completed by the Dec. 15 and the report is due 15 days later. The office has paid about \$26,000 to Cudmore Electric, and will owe about \$20,000 more. The light poles are now in place and have outlets at the top. The lights are set to be on from dawn to dusk.
- m. **Canada Community Building Fund**
  - i. The heat pump was installed in early July, and the \$900 refund was received from EfficiencyPEI.
  - ii. The propane stove and water heater still need to be purchased and installed.
- n. **Speed Signs** – The three ATS Speed Sentry Signs are still at hall, waiting to be installed by the province on the Sleepy Hollow, Colville, and Rustico Roads. Councillor Taylor has contacted Jeff Sampson with Transportation three times, and hopes to hear back shortly.
- o. **Active Transportation** – The contract was received for a grant of \$25,000 for benches, bike stands and bike repair stations. The items will need to be ordered.
- p. **Solar Light Field** –The CAO is working on the applications for the funding feasibility study.
- n. **100 Radon Test Kit Challenge** – The Take Action on Radon organization will host a hybrid evening information session on October 30 at 7 p.m., and pick up will begin then until Friday, November 7. The radon test kits are to be returned from February 16 - 20, 2026. There are about 20 people signed up, so staff will continue to promote the program. Councillors will all be signed up for Radon Test Kits.
- o. **Rural Beautification Society Community Spirit Award** -The 8th Annual Awards Ceremony is October 28 at the Florence Simmons Performance Hall. Miltonvale Park is one of the three finalists for the Community Spirit Awards and a prizewinner in the Community Garden category. The municipality has seven tickets reserved for Councillors Poole, Ramsay, Taylor, the Mayor, CAO and gardeners, Trilby Jeeves and Cindy Crane.
- p. **Age-Friendly PEI** – Coordinator Marcy Bouchie and Carolyn Francis plan to visit the CAO on October 17 to discuss becoming an Age-Friendly Community.
- q. **APM Centre** – The Communities 13 Inc. AGM Meeting is Oct 22, 2025, at 7 p.m. at the APM Centre Sports Office, and is open to all residents of the 13 communities. Sheila Curtis will still serve as the representative for Miltonvale Park.

## 2. Emergency Measures

- a. **Generator at park** –The old generator is still at the hall, but needs to be moved to the Community Park.
- b. **Reception Center Webinar** – The October 1, 2025, seminar was canceled.
- c. **Wildfire Community Preparedness Day Funding** – There is a new grant opportunity for next year, with a deadline of January 31, 2025.
- d. The **PEI EMO Operations Centre** deactivated and returned to routine monitoring on September 23rd, 2025, after the drought and wildfire risk of the late summer.

## 3. Personnel Committee

- a. **Development Officer – Shared Services Agreement** - It appears that the Shared Services agreement will be moving ahead.
- b. **Co-op Term** – Zach Addison is employed with the municipality until mid-December. He is planning to help with the “to do” list and for his course project plans to do an audit of the municipality’s activities.
- c. **CAO Contract** – The contract still needs some adjustments.

## 4. Finance/Payment of Accounts - Councillor Ramsay

- a. **Remittance** –In Councillor Ramsay’s absence, Councillor Poole noted that Canada Revenue Agency had been paid for the remittance due in September.
- b. **Honoraria** – The honoraria which is due for July-September should be distributed soon.
- c. **Reports and Payment of Accounts** – Councillor Poole reviewed the financial statement that was circulated to September 30. For the most part, the budget is on track. Total revenue for the year to date is \$246,740 (Grants and Taxation - \$224,180, Licences and Permits - \$3955, and Expense Recovery of \$18,605). Total expenses are \$224,990 (Administration - \$48,500, Facilities and Public Properties - \$17,000, Fire Protection - \$61,420, Planning and Zoning -\$9050, Community Development - \$29,710, Professional Services and Memberships - \$4750, Recreation and Parks - \$54,555). Net income is \$21,750. Total assets are \$1,208,605, and include current assets of \$701,320, capital assets of \$492,800, and other assets of \$14,490. Liabilities total \$268,370, which includes \$213,130 of deferred revenue. The municipality’s equity totals \$940,240.

Motion 2025:119– Moved by Councillor Paul Poole, seconded by Councillor Andrew Frizzell that **the financial statement to September 30, 2025, be approved.** Motion carried, 5-0.

- d. **Audit** –The draft audit from MRSB was circulated and reviewed.

Motion 2025:120– Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald that **the audit for 2024-25 be approved.** Motion carried, 5-0.

- e. **Canada Community Building Fund (CCBF)** – The municipality received a payment of \$54,182 on October 15, as the CCBF funds are now totally committed.
- f. **Fee Bylaw** - The CAO will work on updating the Fee Bylaw incorporating Council’s discussion from the September meeting.
- g. **Investment** – An investment with a current balance of \$104,895.32 matures on October 21; however, there will be over \$100,000 spent in the next several weeks as the Enabling Accessibility project invoices are received. In September it was decided to re-invest this money; however, it may be prudent to wait until the bills

are paid, and review the situation in the future, as the current balance in the chequing account is \$80,780.

Motion 2025:121– Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald that **Miltonvale Park not reinvest the investment immediately in October.**  
Motion carried, 5-0.

## 9. REPORT FROM CAO

- a. **Reports Submitted** – The PEI Disaster Financial Assistance Program For Municipalities Report was submitted, to finalize the Fiona claim.
- b. **Applications** - An Anti-Racism Grant application was submitted. Applications to submit include the Provincial and Federal Feasibility Studies, and CRIS for the Solar Farm project, Canada Day 2026, Rural Growth Initiative for radios, and Canada Summer Jobs in November.
- c. **Workshops and Meeting** – The CAO attended the Resilience in Women Leaders and Harassment Workshop in North Rustico on September 28, and the GST webinar on transfer payments. The CAO is planning to attend the FPEIM meeting on October 18 in Eastern Kings and the Association of Municipal Administrators (AMAPEI) Meeting and workshop in Murray Harbour on October 24.
- d. **Tasks** - The CAO has the accounting up to date and has organized and promoted activities. The following tasks need to be completed: agreement for garden, fee bylaw, filing, Enabling Accessibility Fund drums and picnic tables, Active Transportation grant, and continuing to work on activities for current grants.

## 10. PLANNING

- a. **Permits Issued**
  - i. **MP-25-16** was issued on 09/20/25 on Old Rte. 2 Rd, Springvale at PID 597757 to install a Single Unit Dwelling (Mini-home).
  - ii. **MPS -25-004** – A preliminary approval letter was issued for a boundary adjustment at 17947 Route 2, Milton Station for PIDs 281865 and 281899.
- b. **Applications in progress**
  - i. Application **#MP 1236** -Single unit dwelling on Heather Drive
  - ii. Application **#MPS 301** - PID 280792 for a 1-Lot off subdivision.
  - iii. Application **#MPS 303**- PID 280800 for a 1-Lot off subdivision
  - iv. Application **#MP 1248**- PID 1101070, for an addition to an existing Accessory Structure. The size of the accessory building currently exceeds the maximum gross floor area of an individual accessory building for lots other than Farm or Resource Use property, Commercial Zone, or Industrial Zone. To consider approving the proposed increase in the size of the accessory building, the applicant has toinfo@thistownissmall.com relate the use of the remaining space in the building and the proposed addition to a Farm or Resource Use. Floor plans and photos were requested.
  - v. Application **#MP 1256**-PID 47872 - for an addition to an existing single unit dwelling.

Letters were sent on October 14 to three applicants with outstanding development application notifying them that the application can be declared void, if required items are not received.

- c. **Official Plan and Bylaw Amendment** - The Province has not yet responded with clarification regarding the Official Plan amendment, OPA-2024-01.
- d. **Appeals** – [Appeal LA24011](#) was closed by IRAC.
- e. **Complaints** – The CAO did not yet send a letter in response to the noncompliance complaint concerning re PIDs 283325, 658799, 458190, 283317, and 283309. Councillors, except Councillor Frizzell, reviewed the letter earlier in the meeting. The Developer notified Council that the “Biohazard” sign on a truck on his property was put there by the auction house, and could indicate blood or drug paraphernalia had been in the vehicle. Municipal Affairs notified Council that they had received correspondence on the issue from Ms. D. Carragher.
- f. **Shared Services** – Development Officer Mirko Terrazas recently asked West River if it would be possible to attend the [Atlantic Planners Institute Conference](#) October 22-24, in Newfoundland, at a cost of over \$2600; however, West River needed more notice. Municipal Affairs will advance the Shared Services proposal to Treasury Board. Intergovernmental agreements also require authorization from Executive Council. If everything is approved, the first installment would be issued this fiscal year.
- g. **Inquiries** -The Development Officer was recently asked the following questions:
  - i. A resident inquired about renting an in-place camper next summer, through short-term rentals, as municipal approval is needed before a property owner can apply to Tourism PEI.
  - ii. A resident with a 48-acre property on Rustico Road asked if it would be possible to make an outdoor theatre.

**11. INQUIRIES BY MEMBERS OF COUNCIL** – The Council Appreciation Night will be held on Saturday, November 29 at the Milton Hall.

**12. INTRODUCTION AND READING OF OFFICIAL PLAN AMENDMENTS and BYLAWS** – There were no Bylaws to be reviewed.

**13. ADJOURNMENT**

Motion 2025:122– Moved by Councillor Paul Poole, that the meeting be adjourned, and Mayor Parker declared it so at 8:22 p.m.

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Mayor

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CAO

November 19, 2025

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Date Approved

Next Regular Council Meeting - November 19 at 7 p.m.  
Committee Meetings – Planning Board – Thursday, November 6 at 7 p.m., if required.