

**Rural Municipality of Miltonvale Park Council
MINUTES Regular Meeting**

Milton Community Hall

7:00 p.m., March 18, 2026

Present – Deputy Mayor Paul Poole, Councillors Rosemarie Ramsay, Jamie Taylor, Spencer MacDonald, Andrew Frizzell and Leo Doucette; Staff - CAO Shari MacDonald

Regrets – Mayor Hal Parker

1. CALL TO ORDER

Deputy Mayor Paul Poole called the meeting to order at 7:01 p.m.

2. DECLARATION OF CONFLICT OF INTEREST

Councillor Taylor noted that he is married to Leone Curtis, the municipality's yoga instructor and is on the board of EART – the Emergency Animal Response Team and CAWG, the Cornwall and Area Watershed Group. Councillor Doucette noted he has an application for an addition to an accessory building on his property. Councillor Frizzell noted he has an application on file for a lot revision.

3. APPROVAL OF AGENDA

Motion 2026:25– Moved by Councillor Jamie Taylor, seconded by Councillor Rosemarie Ramsay that **the agenda be approved as circulated.** Motion carried, 5-0.

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

5. ADOPTION OF MINUTES

Motion 2026:26– Moved by Councillor Spencer MacDonald, seconded by Councillor Rosemarie Ramsay that **the minutes of the February 18, 2026, Regular Meeting be approved with the with the correction of several typos, and that the minutes of the Public Budget Meeting on February 15, 2026, be approved as circulated.** Motion carried, 5-0.

6. BUSINESS ARISING FROM THE MINUTES

- a. **Solar Field** – There has been no further progress with this potential project.
- b. **EV chargers at the park** –There has been no income deposited yet from the charges, and the contact is currently out of the province.
- c. **Conflict of Interest Complaint** – The response has been sent to the complainant regarding the November 18, 2025 complaint, notifying them that Council did not find the Councillor in Conflict of Interest.
- d. **Privacy Complaints** -The CAO received four formal privacy complaints on January 30, 2026. Following the procedure in [Bylaw 2020-12](#), Council appointed Robert Hughes as adjudicator. He had asked for verbal presentations. The complainants were not available on his proposed dates of March 11 or 13, and have requested written submissions. Hilary Newman, from

Stewart McKelvey will assist the municipality, and will be asked if the municipality has any concerns with this.

- e. **Lights at Strathrae** – The CAO sent information to the lawyers for next steps. Perlene Morrison will be the contact. The Deputy Mayor spoke to the Developer and outlined that the lights to be turned over to the municipality must be installed and operational, before the municipality assumes ownership. It is believed the lights on the upper road will be on poles and rented from Maritime Electric.

7. CORRESPONDENCE

- a. **FCM's Annual Conference and Trade Show** is in Edmonton on June 4–7, 2026.
- b. **Municipal Elections Newsletter - Issue 2** was received with updates, guidance and key reminders to help municipalities throughout the election process. This issue included [Key Planning Considerations](#) (Council remuneration), [Employee Election Activity](#), [Training](#) and the [Municipal Election Website](#)
- c. **Magician** -Kevin Smith inquired whether Miltonvale Park would present his family magic show in the summer. Miltonvale Park will request their highlight video and 2026 pricing.
- d. **Ombudsperson Complaint** – Ombuds PEI contacted the Council office regarding complaints alleging that Miltonvale Park is neglecting to enforce its bylaws, not following guidelines on confidentiality in its public council minutes, not providing adequate remedies for instances of its council members being found to be in conflict of interest, and withholding meeting minutes when copies are requested. The Ombudsperson submitted several questions in relation to the allegations to determine its merits.
- e. A resident asked if an emergency alert was sent to phones, and what the criteria for emergency alerts is, following a **Shelter in Place** notice shared by police on Facebook regarding a situation in the Lower Malpeque Road and Sherwood Road area, It is believed that City Police and the RCMP both have the authority to send an alert.
- f. Rural Development Department circulated information about a survey for **Community Hall** stakeholders, which was forwarded to the Association of Rural Community Halls - PEI and to Milton Community Hall.
- g. **Earth Day** is Wednesday, April 22. The 2026 theme is **environmental sobriety**, and everyone is encouraged to both consume less and to consume better, and to rethink the way people produce, travel, and use energy and resources. Municipalities can join the Movement of Mobilizing Municipalities. Miltonvale Park will hold a Trade/Barter/Swap/Sell for a low-cost event on Saturday May 23, which was the first available Saturday at the Milton Community Hall. It was suggested that a collection box be available for electronics.
- h. **EMO** -sent weather packages for March 11-12 and February 23-24, 2026.
- i. **CPEI Infrastructure** sent the 2025-26 **Annual Expenditure Report (AER)** template which is due May 15th, 2026. If any Canada Community Building Fund (CCBF) funds were spent in 2025-26, the AER must be audited. They also included a CCBF Tips & Checklist. No further CCBF funding will be released until AERs are fully completed and submitted.
- j. 2026 **Kays Wholesale Summer Show** is Thursday, April 2nd, 2026, at the Delta Convention Centre from 9:30-3:30.

- k. A **resident** sent notification that his Maritime Electric bill is past due \$1404, including this month's charge of \$386. Discussion was held regarding possible places for assistance, the possibility of hosting a benefit, a municipal or anonymous donations, as the municipality does not have a policy for people in need. Individuals could make payments directly to Maritime Electric. Councillors Taylor and Poole offered to investigate further options.
- l. **Technocracy AI Canada** advocated for Patty Hajdu's appointment as Deputy Prime Minister citing her cabinet experience, potential for gender parity, and regional representation for Northern Ontario. The sender requested recipients cc democracy@technocracyai.ca to document support for this leadership recommendation.
- m. **Canoe Procurement Webinar** -"Procurement Confessions: The Good, The Bad and the "Did that Really Just Happen?" will be held on Wednesday, March 25.
- n. [CLIMAtlantic webinar series](#) — **Shared Resilience: Stories of Extreme Weather Adaptation** has the next free presentations at 12 p.m.
 - i. April 8th, 2026 - **From Maps to Action: Flood Hazard Preparedness in Lennox Island First Nation** with Tim Bernard, Natural Resources Manager of [Lennox Island First Nation](#), to learn about their in-home flood assessment project, which combines public engagement and education with acute efforts to reduce home flood damage.
 - ii. May 13th, 2026 - **Resilient Forests: History, Humans and Healthy Ecosystems**. Eric Edward, Director [Macphail Woods Ecological Forestry Project](#), shares the history of PEI's forests, the aftermath of Hurricane Fiona, and how nature can guide adaptation efforts. Webinars will be posted on their website.
- o. **Canada-PEI Infrastructure** - Funding for planning purposes or feasibility studies is now eligible through the appropriate funding category under the Canada Community Building Fund Program (CCBF). Studies have to be tied to an identified capital project, but do not need to lead to the construction of capital infrastructure projects to be eligible. The deadline for Municipal Strategic Component applications is March 20th, 2026 and for Direct/Notional Allocation applications is March 27th, 2026.
- p. **Federation of PEI Municipalities** is holding their Annual Meeting on Monday, April 27, at Credit Union Place, Summerside, with registration at 8:30 a.m. There will also be an Expert Panel - *Municipal Finance in a Challenging Economy*, a Municipal Idea Exchange, and a Provincial Leadership Forum – *Municipal Priorities in Challenging Times* before the awards and closing remarks at 2:30 p.m.

Motion 2026:27– Moved by Councillor Spencer MacDonald, seconded by Councillor Leo Doucette that **the municipality send up to four delegates to the FPEIM Annual Meeting in Summerside on April 27**. Motion carried, 5-0.

- q. **Municipal Affairs** is seeking [feedback](#) on the **code of conduct** regulations before March 31.
- r. The **UPEI Co-Op** program shared an invitation to their Co-op Awards & Networking event on Wednesday, March 25th, from 3 -4:30 p.m.
- s. University of Waterloo Climate Institute shared information on professional development courses on climate change adaptation courses for municipal staff

- [Municipal Climate Adaptation Certificate](#). Three online courses help build climate-resiliency. Courses start in June, and cost \$150 each.
- t. FPEIM sent reminders of the [PEI Land Use Consultations](#).
- u. **Taxation and Municipal Payments**-Miltonvale Park received an adjustment of \$3,807.38 for 2025-26.
- v. **Recreation PEI**
 - i. Membership for Miltonvale Park, a Municipality with no facilities, is \$100, and was renewed.
 - ii. [Anti-Racism Resource Highlight](#)
 - iii. [Choosewell](#), from the Alberta Recreation & Parks Association, offers two free virtual Equity, Diversity, and Inclusion training modules which are less than one hour each.
 - iv. Special Days
 1. **March 20-** [International Day of Happiness](#)
 2. **March 21-** [International Day of Forests](#)
 3. **March 21-** [International Day for the Elimination of Racial Discrimination](#)
 4. **March 31-** [Trans Day of Visibility](#) .
 5. **April 19 to 25, 2026-** [National Volunteer Week 2026](#)
- w. New Information from the **Municipal Affairs Newsletter**
 - i. The [Canadian Audit and Accountability Foundation](#) (CAAF) offers three short modules including foundations of audits, role of the audit, and audit committees for municipal councils. The two first modules are free and the other can be purchased for \$99 for CAAF members or \$149 for non-members.
 - ii. **OmbudsPEI** is PEI's voice for fairness and accountability and works to make sure the Island's public sector is treating people fairly and following the rules. They offer resources including a [Closed Meetings Guide](#) for municipalities.
- x. **Municipal Capital Expenditure Grants** (MCEG) claims for 2024-25 are due by March 31, 2026.
- y. Carl Karamaoun carl@aidapt.ca contacted the municipality regarding **Guides for AI Tools** in municipalities.
- z. **The Queens County Regional Landfill (QCRL) Annual Report and Groundwater Monitoring Report** was received. It noted that 32 of 53 eligible customers have been connected to Charlottetown Water. The QCRL committee did not meet this year. It is composed of Mayor Parker as Chair and Tyson Bradley (IWMC). Groundwater sampling was completed in July 2025, and was circulated to Council. The site is used to store waste carts and roll-off containers.
- aa. [PEI Provincial Housing Needs Assessment Pilot Project](#) - The public engagement phase and surveys will help create a province-wide Housing Needs Assessment (HNA), which can be used by PEI municipalities. This study looks at how well a community's housing supply matches the needs of current and future residents, including affordability, housing types, and population trends. It helps municipalities plan for growth, guide infrastructure and land-use decisions, and support applications for housing and infrastructure funding. As part of the project PEI Municipalities will receive an up-to-date Housing Needs Assessment, and so were encouraged to share information with residents.

- bb. **L'Nuey** – shared a [story](#) about Oliver Thomas Labobe. A Mi'kmaq Saqamaw born in the early 1800s, Labobe stood up against injustice, and his courage helped record and challenge the loss of Mi'kmaq rights in Epekwitk.
- cc. [Homes Not Bank Machines](#) advocates that politicians reduce government taxes, fees and regulatory costs to reduce the costs of housing.
- dd. February -The **FPEIM** newsletter included information about the FPEIM Annual General Meeting, their efforts in advancing Atlantic Municipal Priorities, and their meeting with MP Kent MacDonald, Land Use Consultations, the FPEIM Award Nomination deadline of March 30 for the Municipal Achievement Awards and Bruce Yeo Award, grants and programs, FPEIM's meeting with the Liberal Leader, Fostering Resilience in Women Municipal Leaders, upcoming events, Municipal Elections Training, and FPEIM in the News.
- ee. **Sustainable Municipal Buildings** -The [Green Municipal Fund](#) is now supporting energy upgrades to municipally owned community buildings through [Sustainable Municipal Buildings](#). The program funds both energy retrofits and the construction of new, efficient facilities.
- ff. **Resident Query** – A resident from Sleepy Hollow suggested the budget include making a rink out of the tennis courts in the winter and asked for an update regarding the cabins on the provincial land on the Sleepy Hollow Road.

8. REPORTS FROM STANDING AND AD HOC COMMITTEES

1. Environment and Community Living

- a. **Cornwall and Area Watershed Group** – Councillor Taylor noted that CAWG is planning to hold their AGM at the Milton Community Hall on the evening of Thursday, May 28. Veronica Jendrick will be the acting Coordinator of CAWG for the next year, following the resignation of Hannah MacLean. Board Chair Ryan Mahoney, as well as the treasurer, may not re-offer.
- b. **Canada Day** –The municipality is waiting to hear regarding funding from the Celebrate Canada program.
- c. **Activities**
 - i. **Yoga** continues on Tuesdays at 8:30 a.m. from the mat and at 10 a.m. with using a chair.
 - ii. **Exercise** – with Michele Gallant takes place on Mondays and Wednesdays at 9 a.m. for \$6 and online videos are used on most Fridays, and during March break.
 - iii. **Zumba Gold** –will take place on Friday, March 20 and April 10 at 9 a.m. for \$5.
- d. **PEI Seniors Secretariat Funding** -The final report for Art, Heart, and Depart...on a Bus Tour,” which was granted \$2750 in 2025-26 was submitted at the March 2, 2026, deadline.
- e. **Project 020918181 -New Horizons for Seniors Program** (NHS)was approved for funding up to \$15,430, for the “Always Time for Something New” project from March 31, 2026-March 30, 2027, which includes the purchase of exercise equipment (yoga mats, lightweight weights, balls and exercise bands);three Tech Talks, six Supper Club events, seven food workshops and presentations, six Tai Chi classes, three Lunch & Learns, four Watercolour classes, a Seniors Fair, a Barn Quilt class, the development and presentation of a Black Light Show, a car rally, knitting and crocheting classes, a Christmas wreath workshop, and a gardening workshop.

- f. The [Seniors Community Meal Grant 2026-27](#)- Miltonvale Park applied for \$5000 for four free communal meals for 70 seniors, by the March 9 deadline.
- g. The [Seniors' Secretariat Grant 2026-27](#) - Miltonvale Park applied for \$2965 for a bus tour, and an emergency first aid course for seniors.
- h. **Island Community Food Security Program** – “MVP Community Garden, Workshops, Boxes and Meals 2025” Project 2595-27-M5. The CAO plans to submit the final report by March 23. A chili supper was held on March 2 for about 80 people, with 44 eating at the hall. The municipality purchased more gardening equipment (row covers, hoes/tools, and seeds) and also distributed two sets of food hampers and hosted a pancake breakfast on February 8 for about 50 people.
- i. **Gender | Equity | Diversity | Inclusion and Community Enhancement Program** - Movies continue on most Sundays until the end of March. Trivia Night was held on Saturday, February 21, and also included games and bingo. The weather was poor and attendance was low; however, people enjoyed themselves. The report was submitted by the February 28, 2026 deadline. Less money was spent than was allotted by the grant.
- j. **Chat and GBT – (NHS 2025-26)** – Margaret Prouse’s Quick Meals presentation scheduled for February was postponed to March 31. The art classes with Gloria Wooldridge were full, and very successful. The March 12th Supper Club served ham and scalloped potatoes to about 90 people. Mark Toews was a very interesting speaker who talked about moving to PEI from Manitoba for a year. The improv –“Let’s Jest Play” with Trilby Jeeves was held on three Saturdays in February. Eleven people registered, and their attendance was sporadic, but people enjoyed the sessions. Twenty people made baskets on February 22; however, this group included only 3-4 residents. The project ends on March 30 and the [final report](#) is due May 30, 2026.
- k. **2025-2026 Community Food Fund** initially provided \$4,000 for two sets of food hampers; however, the municipality just received another \$1300 from sales of US alcohol. The final hampers will be distributed on March 20 and ADL will donate 39 -2L of milk. The project report is due March 31.
- l. **Green Spaces Program** -The application for 30 trees for the community park was approved. They can provide the red maple and white birch, but red oak is not available. They can substitute sugar maple or other softwood, and start shipping in mid-May. Arborist Ryan Ritskes suggested that sugar maple would be acceptable, but suggested the municipality ask for tamarack or white pine. The province does have tamarack (eastern larch). Councillor Taylor also suggested that Acadian forest species be requested - red spruce, eastern hemlock, white pine, and white ash.
- m. **ParticipACTION** – The \$15,000 prize money is to be allocated by September.
- n. **Parks** – The municipality received payment for the Tuesday evening rental for the summer 2025. Charlottetown Minor Ball still owes for the other evenings and Saturday mornings. Mr. Gaudet booked Tuesday nights in the summer for a U11 girls’ team. One soccer goal needs repair.
- o. **Canada Community Building Fund** –There has been no progress regarding the purchase and installation of propane items for the park shelter.
- p. **Active Transportation** –The CAO reached out to North Shore Fabrication for pricing for bicycle racks and benches, and to [Halt](#) in Montreal regarding their bicycle repair stations. The grant is to purchase three of each. If the project could be completed this fiscal year, the report was due March 15. The

municipality will need to complete the project in the spring or early summer. Councillors expressed interested in supporting an Island company for the bike racks and benches, and hoped that a smaller bike rack might be closer to the price used for the project. Additional costs could possibly be funded through infrastructure funding. If more information is gathered, councillors could provide feedback by email before the next meeting.

- q. **Solar Light Field** –There was no progress in applications for funding feasibility study
- r. **Enabling Accessibility Fund** – The reports were received and the project has been officially closed.
- s. The **APM Centre** won \$50,000 as the top PEI arena in **Kraft Hockeyville**. They also will receive \$10,000 in hockey equipment and are still under consideration for the top two national prizes.
- t. **Atlantic Bugbusters** –The contract was signed and returned. The first payment is due by April 4. The quotation for mosquitoes and black fly control for the Crabbe Road was \$4675.65 and for black fly control for the Loyalist Road-Springvale area was \$5876.50.
- u. **Radon** – If people missed the collections date, the test kits can be mailed to Take Action on Radon, 4 Donald McClintock Bay, Winnipeg, MB R2G 3N3.

2. Emergency Measures

- a. **Generator at park** –M.B. Eye Electrical submitted an estimate to relocate the generator that had been at the hall to the Miltonvale Community Park, as well as an estimate for the purchase and installation of a 14 KW Champion Axis generator, if Council would prefer to purchase a new generator.

Motion 2026:28– Moved by Councillor Jamie Taylor, seconded by Councillor Andrew Frizzell that **the municipality accept the quote from M.B. Eye Electrical to relocate the generator, provide a full maintenance, provide and install a cement pad and gravel base, 1,200 amp service entrance disconnect, with the exact location to be determined but included up to 25 ft of electrical wiring, using the municipality’s transfer switch for \$3500.00+HST.**

Motion carried, 5-0.

- b. **Wildfire Community Preparedness Day Funding** – The municipality was granted \$500 and reached out to the North River Fire Department to see if they would prefer to attend Canada Day or present at an event at the hall. Emily Foster is the PEI liaison for FireSmart with the Department of Forestry.
- c. **PEI Emergency Measures Organization** -The CAO met with Lisa MacLeod, the new PEI EMO Public Safety Officer and they tentatively scheduled a presentation to residents on Emergency Preparedness on Monday May 4, at 11 a.m., which is during Emergency Preparedness Week.

3. Personnel Committee

- a. **Development Officer – Shared Services Agreement** –The office received invoices on March 16 for development services up to March 22; however, costs from early January were not included, so the January invoice will be revised.
- b. **CAO Contract** – The CAO has not yet revised the contract.
- c. **Wages**- The Personnel Committee met March 9, 2026 and passed a recommendation to Council to increase CAO wages to \$40/hour and asked her to prepare a revised version of the budget to account for the increased wage. The

CAO currently works 30 hours/week, and would prefer to not work more hours, due to other commitments. The budget was designed to allow someone to be hired part-time. In the future, the Milton Community Hall and the municipality could consider sharing a full-time staff person.

Motion 2026:29– Moved by Councillor Jamie Taylor, seconded by Councillor Andrew Frizzell that **the municipality extend the meeting past 9 p.m.** Motion carried, 5-0.

Motion 2026:30– Moved by Councillor Jamie Taylor, seconded by Councillor Spencer MacDonald that **Miltonvale Park increase the wages for the CAO to \$40/hour, and this be reviewed again before the next fiscal year.** Motion carried, 5-0.

4. Finance

- a. **Remittance** –Finance Chair Ramsay noted that the next payment is due by April 15, 2026 for January- March, 2026.
- b. **Reports and Payment of Accounts** –The financial statement was circulated and reviewed. Income in February was \$32,010, and expenses totalled \$13,678, for an income of \$13,678. Income for the year to date is \$522,685, with expenses of \$356,012, for a net income of \$166,673.
- c. **Insurance** – The office received a simplified form to complete for a Cyber coverage quote from Westland Insurance.
- d. **Remuneration Rates** – Residents Claire Matheson and Phil Hooper have agreed to sit on the commission to review compensation. Councillors suggested several other residents to approach who have an understanding of the role of Councillors.
- e. No application has been made to the [Grants-in-Lieu of Property Taxes Program](#).
- f. The **2026-2027 Financial Plans** are due for submission to Municipal Affairs on April 15, 2026. The Provincial Tax Commissioner must receive the Tax Rate Certificate by March 31.
- g. **Credit Card points** – The CAO still intends to order gas cards to with the credit card points.
- h. **Budget** –The public budget meeting was held on February 25.

Motion 2026:31– Moved by Councillor Jamie Taylor, seconded by Councillor Rose Ramsay that **the Rural Municipality of Miltonvale Park approve the Operating Budget for 2026-27 with income totaling \$491,870, including Grants Revenue of \$436,920, Licenses and Permits of \$6,400, and Expense Recovery of \$24,250. Total expenses are budgeted at \$491,870, and include the following subtotals: Administration - \$124,400; Facilities and Public Property - \$41,135; Fire Protection of \$121,670; Planning and Zoning - \$37,600; Community Development -\$62,050; Professional Services and Memberships -\$26,065, and Recreation and Parks - \$78,950, for a balanced budget.** Motion carried, 5-0. See appendix A.

Motion 2026:32– Moved by Councillor Spencer MacDonald, seconded by Councillor Leo Doucette, that **the Rural Municipality of Miltonvale Park approve the Capital Budget for 2026-27 with income totaling \$162,500 including Grants Revenue of \$80,745 and Expense Recovery of \$81,755 (from the surplus). Total expenses are budgeted at 162,500, and include the following subtotals: Administration - \$9,000; Facilities and Public Property - \$66,000; Planning and Zoning - \$27,500 (EMO); Community Development -\$25,000; and**

Recreation and Parks - \$35,000, for a balanced budget. Motion carried, 5-0. See Appendix A.

d. **Tax Rate**

Motion 2026:33— Moved by Councillor Spencer MacDonald, seconded by Councillor Andrew Frizzell that **the Rural Municipality of Miltonvale Park 2026-27 tax rates for the un-serviced areas be 16.6 cents per \$100 assessment for non-commercial properties and 82.6 cents per \$100 for commercial properties, and in the serviced area, the tax rates be 18 cents per \$100 assessment for non-commercial properties in and 84 cents per \$100 for commercial properties.** Motion carried, 5-0.

The financial plans need to be submitted to the Province by April 15, which is the date of the next Council meeting, when the asset management plan and the five-year capital plan will be reviewed.

- e. The Council should also review its **Reserve Funds**, which currently have the following categories:
- i. **Capital Reserve** - Expenditures associated with major construction, maintenance, improvement or replacement of assets or equipment of the Municipality.
 - ii. **IRAC and Legal Hearings** -The cost of legal or administrative costs associated with participation in IRAC hearings or other legal matters involving the Municipality.
 - iii. **Community Priority and Contingency Reserve**- Unforeseen expenditures that may occur within a year which are not part of the approved budget, but that Council determines to be necessary or of considerable merit to the Municipality.
- f. **Maturing Term Deposits** -The municipality has three term deposits maturing on April 21, and will address the options and terms at the April meeting.

9. **REPORT FROM CAO**

- a. **Reports/Applications** -Applications were made to the Seniors Community Food Fund and the PEI Senior Secretariat. Final reports were submitted for the Gender Equity Diversity and Inclusion (GEDI) and Seniors Secretariat projects. The 2025 report was also submitted to the Workers Compensation Board.
- b. **Accomplished** -The follow events and activities were held: rainbow trivia, basket weaving, municipal budget meeting, food hamper, community chili supper, planning board meeting, personnel committee, supper club and speakers, movie nights, exercise/yoga/line dancing/art classes, Let's JEST Play, and well as publicity for these events and community happenings. There was also research done on privacy issues and complaints. The link to the hall calendar was added to the municipal website calendar.
- c. **To do** –Upcoming deadlines include submitting the Island Community Food Security report, the Municipal Capital Expenditure Grant application and the tax rate by March 31, the Jobs for Youth and Post Secondary Student applications by April 3; the financial plans to the province by April 15. Other things to accomplish include student hiring, purchasing a new computer, signing an agreement for the

garden, filing, ordering items for the Active Transportation grant and the propane equipment for the park, reviewing the CAO Contract, sending a letter to the Minster regarding the Special Planning Area regulations, updating the new website calendar, developing responses for the Privacy complaint and to the inquiry from the Ombudsperson, an Unreasonable Behaviour Policy, and Minutes Policy, Provincial and Federal Feasibility Studies, and CRIS, RGI for radios in 26/27, and submitting the Annual Expenditure Return by May 15, and preparing for the fiscal year-end.

10. PLANNING

a. Permits Issued

- i. **PID 283739 and 1185149 (MPS-0310)** Preliminary approval was issued for a lot revision in the Applecross Subdivision. The developer had asked for a small revision that also extended into the PURD zone, but that would have required a public meeting, so the application was revised.
- ii. **PID 281865** received preliminary approval for a lot revision.

b. Applications in progress

- i. **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 permitted. The applicant intends to amend the application for a stand-alone structure.
- ii. **Application #MP 1263** - addition to existing barn. It may require a variance of 20%, as the existing barn is in noncompliance of the minimum distance of 500 feet to a single unit dwelling on an adjacent property as the house had been subdivided from farm. The addition will not increase the nonconforming regulation.
- iii. **MPS-0311** - Subdivision of two lots off PID 1033968, located at Colville Road Rte.9.
- iv. Application **#MP-1198-PID 283325** and **658799** for a lot revision. Planning Board decided to hold the application until their next meeting.

c. **Special Planning Area** – The CAO is still writing the letter regarding the Special Planning Area to Hon. Darlene Compton, the Minister of Land and Environment.

d. Complaints/Concerns/Enforcement

- i. The owner of 283259 had inquired about an **accessory building** that was placed over the property line by the adjacent landowner, and would not be meeting setbacks. The Development Officer sent a letter to owners of accessory building, but has not had a response and will follow up.
- ii. **Drainage issue** - The Department of Agriculture responded that they have no authority regarding the drainage concern on the North York River Road and suggested it is a civil issue, if it is not breaking any municipal bylaws. This was conveyed to the resident on March 17, who continues to believe the municipality has jurisdiction. CAWG was also available to discuss options.

e. **Shared Services** – The Shared Services agreement is in effect. The CAOs for West River, Kingston, and Miltonvale Park are planning to meet in early April to address logistics.

f. Inquiries

- i. The property at **17840 Rte. 2** is for sale. The office was asked if it could be used for religious gatherings and prayer space. This would require rezoning from Agriculture to Public Service and Institutional.

- ii. **Meadowvale Community Water Connection** -A project technologist from Pinchin Ltd. requested information on connecting the Meadowvale Community to municipal water. They were provided a development form, and also directed to the Charlottetown Sewer and Water Utility for technical questions and the steps to receive approval from the City for servicing outside their boundaries.
- iii. **Possible Subdivision of PID 829341** -An inquiry was received as to if it could be possible to sell the house separately from the large barn on the 6.65-acre property. The access may be an issue, but a boundary adjustment application could possibly proceed. No application was received.

g. **Other**

- i. **Land Use Consultations** continue until March 20 at www.peilanduse.ca. The CAO attended the open house at UPEI on March 5.
- ii. **Development Officer Hours** are intended to move back to Wednesdays beginning in April from 10 a.m. - 2 p.m.
- iii. **Monthly Tourism Accommodation Status Report.** – The province reported no active unlicensed cases in Miltonvale Park.
- iv. **PID 280768 at 18157 Rte. 2 Springvale** -The Province apparently reversed its requirement that the driveway be relocated, but has not yet issued an entrance way permit. The municipal letter for approval states that the subdivision has to be according to the final survey presented that shows the right of way when lot 25-1 was created. A revised plan may need to be registered at the registrar of deeds, and the Development Officer can do an amendment to the approval letter issued.

10. INQUIRIES BY MEMBERS OF COUNCIL

- a. **Coyotes** -Councillor Doucette alerted Council to the presence of coyotes on the Crabbe Road. Residents have been discussing hiring someone to address the problem. It was noted coyotes are also on the northern part of the Rustico Road.
- b. **Elections** - It was noted that the Municipal Electoral Officer and Deputy MEO will need to be appointed at the April meeting.
- c. **Gazebo** -Council briefly discussed the creation of a sunshade for the barbeque at the Community Park.

Motion 2026:34– Moved by Councillor Leo Doucette, seconded by Councillor Rose Ramsay that **the Rural Municipality of Miltonvale Park apply through the Notional Funds of the Canada Community Building Fund to construct a gazebo/sunshade at the Miltonvale Community Park, and reduce the funds committed from Project GT_NA_54.2.6 Miltonvale Park -Milton Hall Elevator Addition to allow for the expenditure for the new project.** Motion carried, 5-0.

11. INTRODUCTION AND READING OF BYLAWS – There were no Bylaws to be addressed.

12. ADJOURNMENT

Motion 2026:35– Moved by Councillor Leo Doucette that **the meeting be adjourned** and Deputy Mayor Paul Poole declared it so at 9:42 p.m.

Mayor

CAO

April 15, 2026
Date approved

Next Meetings:

Regular Council Meeting- Wednesday, April 15 at 7 p.m.

Committee Meetings – Planning Board – Thursday, April 2 at 7 p.m., if required

Appendix A Approved Operating and Capital Budgets 2026-27

March 18, 2026 BUDGET 2026-27 APPROVED

		CAPITAL	OPERATING		
		25-26	25-26	CAPITAL	OPERATING
	BUDGET 25-26	ESTIMATED	ESTIMATED	BUDGET 26-27	BUDGET 26-27
REVENUE					
Grants					
Equalization MSG	\$ 27,500		\$ 34,800		\$ 34,800
Infrastructure	\$ 1,900	\$ 100,000		\$ 20,625	
Gas Tax	\$ 212,000	\$ 3,550		\$ 32,620	
Canada Day & Special Days/Wk C	\$ 5,850		\$ 1,060		\$ 1,600
Seniors Project	\$ 15,125		\$ 14,550		\$ 17,000
Other grants	\$ 245,170		\$ 23,200	\$ 12,500	\$ 12,500
Job Funding	\$ 30,000		\$ 26,415		\$ 27,500
Taxation and planning supplement	\$ 244,215		\$ 331,150		\$ 323,770
Interest	\$ 3,000		\$ 2,750		\$ 2,750
Misc. Income	\$ -		\$ 13,775		\$ 2,000
Recreation	\$ 5,000		\$ 1,000	\$ 15,000	\$ -
Seniors Income from Activities	\$ 12,500		\$ 15,715		\$ 13,000
Income from events (not senior)	\$ -		\$ 4,040		\$ 2,000
Gov't Transfers for Capital Assets	\$ 587,930				
Grants Total	\$ 1,390,190	\$ 103,550	\$ 468,455	\$ 80,745	\$ 436,920

Licences and Permits

Development Fees	\$ 12,000		\$ 3,000		\$ 5,000
Land rent revenue	\$ 2,250		\$ 1,825		\$ 1,400
Licences and Permits Total	\$ 14,250	\$ -	\$ 4,825	\$ -	\$ 6,400

Expense Recovery

Surplus From Reserves	\$ 68,345			\$ 81,755	
Recovering Expenses	\$ 2,650		\$ 14,850		\$ 3,000
Other Income MCEG	\$ -		\$ 18,395		\$ 21,300
Total Expense Recovery	\$ 70,995	\$ -	\$ 33,245	\$ 81,755	\$ 24,250
TOTAL REVENUE	\$ 1,475,435	\$ 103,550	\$ 506,525	\$ 162,500	\$ 491,870

EXPENSE	BUDGET 25-2	CAPITAL	OPERATING	CAPITAL	OPERATING
		25-26	25-26	26-27	26-27
		<i>ESTIMATED</i>	<i>ESTIMATED</i>		
Admin Expenses					
Depreciation - Community	\$ 3,000	\$ 3,000		\$ 3,000	
Amortization of Deferred Grants	\$ 2,000	\$ 2,000		\$ 2,000	
Council Remuneration	\$ 10,000		\$ 8,500		\$ 15,000
Chair & Council Meeting Expenses	\$ 1,400		\$ 1,750		\$ 2,500
Administration Wages	\$ 56,000		\$ 57,200		\$ 67,050
EI Deduction (all staff)	\$ 2,615		\$ 3,000		\$ 3,400
CPP Expense	\$ 5,500		\$ 6,200		\$ 6,700
WCB	\$ 1,385		\$ 1,500		\$ 1,800
Advertising	\$ 500				\$ 500
Interest and bank charges	\$ 250		\$ 200		\$ 250
Insurance	\$ 9,335		\$ 9,400		\$ 9,600
Office	\$ 4,500		\$ 4,400		\$ 4,750
Printing	\$ 200				\$ 200
Telephone Internet	\$ 3,200		\$ 3,000		\$ 3,200
Training	\$ 500		\$ 335		\$ 750
Travel	\$ 400		\$ 900		\$ 750
Meetings	\$ 750		\$ 1,500		\$ 2,000
Grants to organizations/individuals	\$ 1,500		\$ 4,800		\$ 1,500
Election	\$ 500		\$ -		\$ 3,000
Equipment		\$ 2,050	\$ 1,000	\$ 4,000	\$ 1,000
Website	\$ 425		\$ 1,700		\$ 450
Admin Expenses Total	\$ 103,960	\$ 7,050	\$ 105,385	\$ 9,000	\$ 124,400
Facilities and Public Property					
Insurance (Park Shelter)	\$ 1,000		\$ 1,200		\$ 1,200
Electricity	\$ 3,500		\$ 4,000		\$ 7,560
Community Park Maint	\$ 13,000	\$ 4,455		\$ 15,000	\$ 13,500
Sewer	\$ 550		\$ 550		\$ 625
Community Park Taxes	\$ 870		\$ 900		\$ 1,300

Community Hall	\$ 1,069,500		\$ 11,200		\$ 2,200
13 Communities Incorporated	\$ 5,000		\$ 5,500		\$ 5,650
Rent (Office)	\$ 6,000		\$ 6,600		\$ 6,600
Community Signs	\$ 150	\$ 19,050			\$ 2,500
Special Projects	\$ -		\$ 14,000	\$ 11,000	
Community Pasture	\$ 400				\$ -
Depreciation -Shelter and ParkEqu	\$ 11,000			\$ 40,000	
Facilities & Public Property To	\$ 1,110,970	\$ 23,505	\$ 43,950	\$ 66,000	\$ 41,135
Fire Protection					
Fire Hydrant Fee	\$ 10,500		\$ 11,350		\$ 16,000
Fire protection	\$ 85,715		\$ 100,150		\$ 105,670
Fire Protection Total	\$ 96,215	\$ -	\$ 111,500	\$ -	\$ 121,670
Planning and Zoning					
Planning Board	\$ 700		\$ 350		\$ 700
Supplies	\$ 200		\$ 225		\$ 250
Planner	\$ 3,000		\$ 300		\$ 1,000
Development Officer	\$ 15,000		\$ 18,550		\$ 20,000
Development Officer Mileage	\$ 150				\$ 150
Emergency Measures	\$ 15,000		\$ 100	\$ 27,500	\$ 15,000
Shared Services	\$ 500		\$ -		\$ 500
Planning and Zoning Total	\$ 34,550	\$ -	\$ 19,525	\$ 27,500	\$ 37,600
Community Development					
Community Beautification	\$ 7,600		\$ 10,175		\$ 10,550
Community Garden	\$ -	\$ 3,350	\$ 3,500		\$ 3,500
Active Transportation	\$ 10,000		\$ 15,000	\$ 10,000	\$ 500
Special Projects	\$ -		\$ 6,000	\$ 15,000	\$ 2,500

Special Projects	\$ -		\$ 6,000	\$ 15,000	\$ 2,500
Food Security	\$ -		\$ 9,000		\$ 14,000
Community Days - Canada Day	\$ 10,500		\$ 6,300		\$ 7,500
Seniors Project	\$ 15,000		\$ 17,500		\$ 20,000
Community Promotion - Newsletter	\$ 1,800		\$ 630		\$ 1,500
Economic Development	\$ 500				\$ 1,000
Green Initiative	\$ 1,600		\$ 200		\$ 1,000
Community Development Total	\$ 47,000	\$ 3,350	\$ 68,305	\$ 25,000	\$ 62,050
Professional Services & Memberships					
Accounting Fees	\$ 5,200		\$ 5,485		\$ 5,800
Federation of Can. Municipalities	\$ 510		\$ 510		\$ 575
Federation of PEI Municipalities	\$ 2,450		\$ 2,490		\$ 2,535
Legal Services	\$ 9,725		\$ 6,650		\$ 16,880
Other-AMA, Rec, Bylaw	\$ 255		\$ 140		\$ 275
Total Professional Service & M	\$ 18,140	\$ -	\$ 15,275	\$ -	\$ 26,065
Recreation and Parks					
Community Park Student Wages	\$ 23,400		\$ 56,920		\$ 55,000
Watershed	\$ 5,000		\$ 2,850		\$ 3,000
Bursaries	\$ 3,500		\$ 3,500		\$ 3,750
Recreation Programs	\$ 1,000		\$ 2,350		\$ 2,500
Seniors Recreation	\$ 11,000		\$ 13,000		\$ 14,000
Park Admin. & Shelter Supplies	\$ 700		\$ 455		\$ 700
Park & Playground Dev't	\$ 20,000	\$ 131,500		\$ 35,000	
Recreation and Parks Total	\$ 64,600	\$ 131,500	\$ 79,075	\$ 35,000	\$ 78,950
TOTAL EXPENSE	\$ 1,475,435	\$ 165,405	\$ 443,015	\$ 162,500	\$ 491,870
NET INCOME	\$ -	\$ (61,855)	\$ 63,510	\$ -	\$ -
Combined Net Income/Loss			\$ 1,655		\$ -

Please note – purple boxes represent changes from the public meeting.

PROPOSED TAX RATES -2026-27			
	TAXABLE	ASSESSMENTS	
	SERVICED	Non-Serviced	TOTAL
Non-Com	23,489,600	80,888,100	104,377,700
Comm	9,345,100	6,139,800	15,484,900
TOTAL	32,834,700	87,027,900	119,862,600
.18/\$100 non-com & .84/\$100 comm		16.6 (non-com) and 82.6 (comm)	
	SERVICED	Non-Serviced	TOTAL
Non-Com	\$ 42,281	\$ 134,274	\$ 176,556
Comm	\$ 78,499	\$ 50,715	\$ 129,214
TOTAL	\$ 120,780	\$ 184,989	\$ 305,769