

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

Milton Community Hall

7:00 p.m., May 20, 2026

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

Regrets – Councillor Andrew Frizzell

1. CALL TO ORDER

Mayor Hal Parker called the meeting to order at 7:00 p.m. and thanked Councillors for attending.

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, and is currently working for the Milton Community Hall on the Milton MVPs project, and is also working for the census. Councillor Doucette noted he has an application for an addition to an accessory building on his property.

3. APPROVAL OF AGENDA

Motion 2026:53– Moved by Councillor Leo Doucette, 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

Motion 2026:54– Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald that **the minutes of the April 15, 2026, Regular Meeting be approved with the correction of typos.** Motion carried, 5-0.

Motion 2026:55– Moved by Councillor Paul Poole, seconded by Councillor Rosemarie Ramsay that **the minutes of the April 15, 2026, Closed Meeting be approved.** Motion carried, 5-0.

Motion 2026:56– Moved by Councillor Jamie Taylor, seconded by Councillor Spencer MacDonald that **the 2024 revised minutes from the meetings of April 17, June 19, September 18, October 16, November 20 and the 2025 revised minutes of January 15, February 19, March 19, April 16, June 18, September 17, October 15, November 19 be re-approved, after revisions to redact names.** Motion carried, 5-0.

It was suggested a sign-in sheet be drafted for Council meetings.

6. BUSINESS ARISING FROM THE MINUTES

- a. **Solar Field** – There has been no further progress regarding a solar field project.

- b. **EV chargers at the park** –The municipality has not received any income from the EV chargers at the Miltonvale Community Park. The CAO has followed up again with the installer.
- c. **Privacy Complaints** -The ruling was received from the adjudicator, and minutes have been revised to remove the names of complainants, except in the record of attendance, or recording when they entered or left a meeting. The links to the IRAC Appeal LA24011 have also been removed. The adjudicator also recommended that the municipality seek a change in the wording of Section 116 in the Municipal Government Act from the province to match the wording of the provincial model bylaw. This information was forwarded to Municipal Affairs. The adjudicator also recommended the municipality review their protection of privacy obligations and develop a standard, consistent approach which errs on the side of privacy protection.
- d. **Lights at Strathrae** –The CAO will put the requirements from the municipality in writing to the Developer regarding easements, the installation of equipment, and the transfer of ownership of the lights and bases to the municipality in good working order. There had not been further legal involvement in the past month. It was noted that connections for the lights on the back street are now being installed.
- e. **Election**
 - i. The Information Sharing Agreement (ISA) from Elections PEI will allow Miltonvale Park's information from the Provincial Register to be used as the Municipal List of Electors. The ISA must be signed and returned to Elections PEI by August 2, 2026, with \$100, which will provide supplies from Elections PEI: Municipal ballot boxes, voting screens, window signs and floor arrows. The information will be received on October 6, 2026, and Municipal Affairs will distribute supplies at training sessions.

Motion 2026:57– Moved by Councillor Jamie Taylor, seconded by Councillor Paul Poole that **Miltonvale Park sign the Information Sharing Agreement with Elections PEI**. Motion carried, 5-0.

- ii. **Saturday, November 21** –There will be an in-person orientation session for new and returning Mayors, Councillors and CAOs including roles, emerging trends, and a panel of mayors and councillors. Municipal Affairs and FPEIM are planning to hold one or two webinars each month on topics such as Finances, Liability, and Meetings
- f. **Magician** -Kevin Smith is tentatively booked for Tuesday, July 14, although has not yet replied to a request for an update on May 16.
- g. **Federation of PEI Municipalities (FPEIM) Annual General Meeting** – Mayor Parker, Councillor Ramsay and the CAO attended this meeting on April 27 in Summerside. A panel discussion on financial stability discussed diversifying revenue streams to reduce municipal reliance on taxation. PEI municipalities receive the lowest percentage of tax revenue of all the provinces. Speakers included Hon. Kent Dollar, and party leaders Robert Mitchell and Matt MacFarlane. Due to the November municipal elections, there will not be a semi-annual meeting this fall.

- h. **CIP Application**- As the gazebo for the park is not a building, it can be located in the front yard, as desired. The CAO has asked Kevin MacLeod to install it.
- i. **N95 Respirators**– There were no longer N95 respirators available.
- j. **Remuneration Commission**- The CAO is setting up a meeting for the commission and has distributed information from similarly sized municipalities for members to review. The report should be available for the June Council meeting.

7. CORRESPONDENCE

- a. A resident requested assistance with a **property tax** bill. Council does not have any mechanism in place to assist in situations like this.
- b. There was a request to help a resident find a temporary home for a **dog** while the owner was in hospital, and a local family volunteered, after the request was publicized.

Motion 2026:58– Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald **that the meeting be closed under authority of MGA 119. 1 (g) to discuss the conduct of an investigation under, or enforcement of, an Act or bylaw.** Motion carried, 5-0 at 7:24 p.m.

*Motion 2026:59C– Moved by Councillor Spencer MacDonald, seconded by Councillor Leo Doucette that **the meeting return to an open meeting.** Motion carried at 8:06 p.m.*

- c. A resident near Rte. 2 & 7 has suggested the Province be approached to consider **roundabouts** along Rte. 2 at the Lower Malpeque Road, Rte. 7 and/or the North York River Road. Councillors also noted that there should be a guard rail at the curve near the North York River Road on the south side of Rte. 2, as has been previously requested. Councillors thought a roundabout at the end of the Lower Malpeque Road would likely impact Watertight and the former Spruce Grove Landscaping property.
- d. A resident from **Miller Drive** called the office about broken asphalt on the side of the road which was impacting his grass cutting, and also noted debris remains from a stump that was hit by a snowplow over the winter. He would like to see the brush beside the cul-de-sac cleaned up, and a “Private Property” sign erected. The CAO passed the concerns to the Department of Transportation.
- e. The CAO responded to a survey for a Master’s student at the University of Fredericton, who is investigating **community engagement in small municipalities.**
- f. The membership invoice for the **Association of Municipal Administrators of PEI (AMAPEI)** was received for \$65 for annual membership and registration for the annual meeting and workshop on May 22, 2026.

Motion 2026:60– Moved by Councillor Jamie Taylor, seconded by Councillor Spencer MacDonald that **the Rural Municipality of Miltonvale Park approve the payment of the membership fee and registration for the CAO to the Annual Meeting for the Association of Municipal Administrators of PEI.** Motion carried, 5-0.

- g. **Municipal Affairs’ Election Newsletter** – The most recent newsletter included information about Election Signage, the Elections PEI Agreement, Training, and the [Municipal Election Website](#). Municipal Affairs is planning several Candidates and Voters Training sessions in September, with the nearest being

Thursday, September 24th, 10 a.m. - 12 p.m., at the Aubin-Arsenault Building in Charlottetown.

- h. The [Canadian Association of Security Professionals](#) provides training for security professionals and employees: [Self-defense](#) (free), [Civilian Strategic De-escalation](#), and [in-service courses](#).
- i. The federal [Build Communities Strong Fund \(BCSF\)](#) is a \$51 billion, 10-year investment aimed at upgrading local infrastructure across Canada and replaces the previous Canada Community Building Fund (CCBF). There are three primary funding streams:
 - i. **Provincial/Territorial Stream** - Focuses on housing-enabling infrastructure, community infrastructure, climate change infrastructure, water/wastewater, post-secondary education and health care projects. Information sessions will be held at a later date.
 - ii. [Direct Deliver Stream](#) - is now accepting submissions.
 - iii. The **Community Stream** has no changes from the CCBF program. More information is available from CPEI-INFRASTRUCTURE@gov.pe.ca.
- j. The [Natural Assets Initiative](#) is hosting a free webinar series called [Natural Asset Management for Municipal Administrators](#). Natural assets (forests, wetlands, and grasslands) are critical infrastructure that support cost-effective municipal services and help manage risks. The case for natural asset management (May 15), benefits of accounting for/valuing nature's services (May 22), and low-barrier, low-cost first steps (May 29) take place at 2:30 p.m.
- k. The office received a copy of the **groundwater report** from Island Waste Management Commission (IWMC).
- l. **FPEIM** –circulated information about a very useful [211 website](#).
- m. [FOCUS Group Consulting Incorporated](#) works with governments for strategic planning, economic development, organization reviews, recruitment, and other planning for the future.
- n. [Connected Resilience: Atlantic Adaptation Conference](#) takes place in late May in Halifax and focuses on flooding and erosion, the cost benefit of adaptation, food security, maladaptation and managed retreat, Indigenous-led adaptation, and natural infrastructure.
- o. The May issue of **Municipal Affairs newsletter** includes reminders for CAOs, Election information, Bylaws101 [Training](#), Asset Management information, the AMAPEI AGM, Council Courses for Audit Training, the National Day of Awareness for Missing and Murdered Indigenous Women and Girls (MMIWG), the IPAC Youth Networking Event, Emergency Preparedness Week PEI, and the following:
 - 1. [Playground Inspections - Recreation PEI](#) Municipal-owned playground equipment should be inspected annually. Members of Recreation PEI are able to have an inspection for a reduced rate, or possibly free. Some of the bolts on the playground equipment should be oiled.
 - 2. The 2025 **Municipal Government Act** [Consultations Report](#) is available.
 - 3. Free **counselling**, designed for mayors, councillors, and CAOs is available from 902-894-8006.
 - 4. The [Workers Compensation Board](#) (WCB) provides guidance to help employers meet their obligations with respect to workplace harassment provisions under the OHS Act and Workplace

Harassment Regulations and provided a sample **workplace harassment policy**.

5. The Federation of Canadian Municipalities through the **Green Municipal Fund** supports climate adaptation projects with an [“Adaptation in Action”](#) funding stream to support projects that implement measures that reduce impacts from climate-related events and hazards.
6. [Envision Canada](#) allows municipalities of less than 30,000 residents to participate in the free [Rapid Climate Resilience and Sustainability Scan](#) to learn of additional scopes or studies to include climate and sustainability considerations into capital projects. The municipality would like to investigate a solar field.
- p. The [Do More Agriculture Foundation](#), a national charity which supports mental health in Canadian rural communities has a May 20th deadline for its 2026 Community Fund for Mental Health, to hold a free local session of **Talk Ask Listen**
- q. Halifax based musician **Tony Quinn** expressed interest in doing another show this summer.
- r. The **FPEIM newsletter** was received and highlighted photos from their AGM, a recent meeting with the Premier, and the Fostering Resilience in Women Municipal Leaders workshop.
- s. The **Municipal Capital Expenditure Grant** from 2024-2025 of \$21,966.23 was received.
- t. The Falun Dafa community requested a greeting message to commemorate the 34th **Falun Dafa Day** on May 13, 2026.
- u. Registration is open for a free **Green Infrastructure cohort** through **Climate Ready Infrastructure Service (CRIS)** for communities working to strengthen climate resilience through nature-based infrastructure solutions. Eligible projects include stormwater management and water source quality protection. The cohort is delivered virtually for 12-16 weeks to 20 communities, and registration ends May 30, 2026. It was asked if the municipality has recently received figures on wellfield usage from the City of Charlottetown. The CAO will ask the City for the latest data.
- v. Municipal Affairs hosted a **Leveraging the Community Bursary Program** - webinar on May 5.
- w. The [FireSmart Spring Newsletter](#) was received
- x. [Aidapt](#) provides a **Municipal AI Training Program** of six 90-minute sessions for small, medium, and large municipalities, to help staff build practical artificial intelligence skills for productive and responsible use.
- y. Municipal Affairs circulated their **Municipal Elections Newsletter**.
- z. MLA Gordon McNeilly circulated **draft changes to the Planning Act**, requiring a Minister to either approve or refuse to approve an Official Plan within 90 days of its submission, and if it is refused, the Minister must provide written reasons within 30 days. He asked for feedback by April 24, 2026.
- aa. **Homes Not Bank Machines** circulated emails requesting that governments stop secret deals giving away public and private land title to Indigenous groups.

- bb. **Canoe Insurance** hosted a **webinar** on May 12 and the CAO has a recording to watch when time permits.
- cc. Newfoundland company [Intelalert](#) provides a **notification system** for municipalities for emergencies and non-emergencies via landline (critical for seniors), text, and email simultaneously, and can send video alerts, and have a guardian feature for families living away, and a community pulse feature for engagement. They also offer website hosting. It was suggested the municipality prepare another community survey for Emergency Management to update the current information.

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

1. **Environment and Community Living**

- a. **Cornwall and Area Watershed Group** – Councillor Taylor reported CAWG met on May 13, and noted there is the opportunity for someone else to be the liaison between the municipality and the watershed group. CAWG is holding its annual meeting at the Milton Community Hall on Thursday, May 28 at 6:30 p.m. with Gwen Vessey from the Agro-Watershed Alliance as guest speaker.
- b. **Canada Day** – The municipality received \$1,275 from the Celebrate Canada Fund. Bryson Guptill and John MacAllar will perform, and an inflatable has been booked.
- c. **Activities**
 - i. **Yoga** currently is held on Tuesdays at 8:30 a.m. on the mat and 10 a.m. using the chair. The instructor plans to move the times earlier in June, to 7:45 a.m. and 9 a.m.
 - ii. **Exercise** – Online videos are being used on Mondays, Wednesdays and Fridays. Classes have varied from 8-15 participants. Michele Gallant will return for 9 a.m. on Wednesdays in June for the ParticipACTION Community Challenge.
 - iii. **Zumba Gold** –Zumba Gold is usually held the first Friday of the month, but instructor Natalia Sterezylo-Handrahan will lead a class weekly in June on Thursday mornings at 11 a.m. for ParticipACTION.
- d. **ParticipACTION**
 - i. **Milton Community Hall** received a \$1000 Community Challenge Grant. The provincial prize for PEI is \$10,000. Miltonvale Park could consider setting a budget for additional activities. Currently, the activities that are planned include:
 - 1. Mondays -Video exercises at 9 a.m., Beginner Line Dance from June 8 at 1:30, and through the Milton MVPs program -Pilates at 5 and Belly Dance at 6:30 p.m.
 - 2. Tuesdays -Yoga at 7:45 and 9 a.m. Pilates with Props at 7:15 p.m.
 - 3. Wednesdays – Exercise with Michele at 9 a.m. and through the Milton MVPS project -Happy Dance at 4 and Zumba at 5:30. Yin Yoga on June 10 in the evening,
 - 4. Thursdays – North Milton WI evening walks in North Rustico
 - 5. Fridays -Exercise at 9 a.m. Line dance party on June 5 and Square dance on June 12.
 - 6. The Municipality is hoping to organize tai chi, the Move More than the Mayor Walk, and a Virtual Walk. Leone also leads two other

- yoga classes. Other activities could include bicycle rides, pole walking, a kite event. Pickleball and softball can also be tracked.
- ii. **Scoring** -includes the total activities tracked, average activities tracked by population, total number of participants from organizations and active groups from that respective community, average number of participants by population, the total number of organizations, and the average number of organizations by population.

Councillor Taylor left the meeting at 8:33 p.m. to avoid a conflict of interest.

Motion 2026:61– Moved by Councillor Spencer MacDonald, seconded by Councillor Paul Poole that **the Rural Municipality of Miltonvale Park allocate up to \$2500 for ParticipACTION events**. Motion carried, 4-0.

Councillor Taylor returned to the meeting at 8:35 p.m.

Some suggestions for activities included a Backyard Birding event (possibly thorough the Milton MVPs project), a dog walk at the park, have a local business sponsor disk golf, and walks on the Confederation Trail. It was suggested that e-bikes using the trail should use bells.

e. New Horizons for Seniors Program

- i. The **Always Time for Something New** project (\$15,430) includes the purchase of exercise equipment (yoga mats, lightweight weights, balls (ordered) and exercise bands); three tech talks, six supper club events, seven food 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. The food presentations with Margaret Prouse have been scheduled: Sourdough- June 16, Strawberries - July 7; Ferments- August 4; Preserving -September 15; Instapot/Slow Cooker -November 17; Leftovers -January 12, and Air fryers - February 9.
- ii. The [2026-2027 New Horizons for Seniors Program \(NHSP\)](#) deadline is July 14, 2026, at 3:00 p.m. EDT. The maximum grant is now \$50,000, for activities, but is still \$25,000 for capital expenditures. Bus tours have not been funded through this program for the past several years.
- f. [Seniors Community Meal Grant](#), 2026-27- The municipality applied for \$5000 for four free communal meals for 70 seniors each, but no funding decision has been made.
- g. [Seniors' Secretariat Grant](#), 2026-27. Miltonvale Park applied for \$2965 for a bus tour, and emergency first aid for seniors, but has not heard of a funding decision.
- h. [Island Community Food Security Program](#) – Staff submitted an application for \$10,000 in funding for two food hampers, one community supper, a pancake breakfast, four preserving workshops, four mini garden workshops, seeds/trees, and to construct a wash station and produce stand for the garden, but have not received word of a funding decision.
- i. **Chat and GBT – (NHS 2025-26)** – The CAO will submit the [NHSP Final Report](#) by May 29, 2026.

- j. **2025-2026 Community Food Fund Grant** – The thank you letter to ADL for their donation of 39 cartons of milk is ready for signature.
- k. **Family Violence Prevention Week** was May 11-17. The purple ribbon was on the hall for the week, and about 12-15 people attended the annual blanket-making activity on Wednesday morning, May 13. A light lunch was served, 25 blankets were made, and violence prevention information was distributed. The report is due by June 6.
- l. **Green Spaces Program** 30 trees were approved for the community park; however, the municipality has not received any further details on the trees which are to be planted by staff and/ or volunteers.
- m. **Parks**
 - i. Payment was received from Charlottetown Minor Ball for the 2025 season.
 - ii. The office still needs to order a “Dogs on Leash” sign, which might be combined with new “No Smoking” and “Park Closed at Dusk” signs. The park sign in the flower bed needs to be remounted on screw piles.
 - iii. Brad Coles suggested that the municipality consider replacing the tennis net, and the gears in the tennis posts, before next summer.
 - iv. DNS Grasscutting -A quote for grasscutting at Miltonvale Community Park including inside the dog park was \$195.00 per cut, and for the properties at Applecross Avenue and Strathrae Park - \$65 per cut, plus HST.

Motion 2026:62– Moved by Councillor Spencer MacDonald, seconded by Councillor Paul Poole that **the Rural Municipality of Miltonvale Park contract DNS Grasscutting to cut the municipal parks for the 2026 season.** Motion carried, 5-0.

- n. **Canada Community Building Fund** – There has been no progress regarding the purchase or installation of a propane stove and water heater for the community park.
- o. **Active Transportation**

Motion 2026:63– Moved by Councillor Paul Poole, seconded by Councillor Rosemarie Ramsay that **the Rural Municipality of Miltonvale Park approve the purchase of three standard bike repair stations from Halt in Montreal for \$10,160.01 and three 5 ft aluminum benches with composite wood boards benches and three 5.5 ft aluminum bike racks (holds 8 bikes) from North Shore Fabrication for \$9039.** Motion carried, 5-0.

This leaves approximately \$5800 for installation of the equipment.

- p. **Solar Light Field** –There has been no progress in any applications for funding a feasibility study
- q. **APM Centre** – The March 31 financial statements project income of about \$53,000 for the June 30, 2026 year end. Communities 13 Inc. is holding a Special Meeting, Wednesday May 27, 2026 at 7 pm at the APM Centre to approve bylaw changes. The proposed revisions address five principal areas: (1) updating the list of communities to reflect municipal amalgamation; (2) updating membership eligibility consistently; (3) updating Board composition and appointment rights; (4) modernizing the meetings provisions, including reducing quorum to 12, and allowing virtual meetings and email voting and (5) introducing a new indemnification protection for directors and officers.

- r. **Radon** – Results of the 100 Test Kits are being distributed to individuals. One person reached out to say their results were high. The office has not yet received a final report.
- s. **A Fruit Tree Organic Pest Management Workshop** was held on April 25 with Lisa Stroh from [Wild Acres Farm and Bakery](#), and attracted about 25 people.
- t. **Car Show** –The annual car show will be held at Charlottetown Metal Products (CMP) on Saturday, June 20, with a rain date of Sunday, June 21. In 2025, registration was supposed to start at 11 am, but people were ready to register earlier. The show is scheduled from 12-4. Admission for the public is \$5 person or \$10/family. All profits will go to the food bank. Music will be provided by John MacAllar from 12-2 p.m. and Crow Black Chicken from 2-4 p.m. The North Rustico Food Market will provide food at cost for the BBQ. Destinee from the Food Bank will coordinate their volunteers to cook the food. The Cavendish Farms Fry Truck is booking into 2027. Direct Nutraceuticals have agreed to provide visitor parking again. All the vehicle owners from last year have been emailed. Mathesons Construction will support the car show financially, but have not decided how. The office bought toy cars to give out to children. There is also a car show scheduled for the same day in Brackley; however, it should not have significant impact. There was a car show in Eastern Kings last weekend, which could have put information about the car show in their participant package, had it been provided.
- u. **Earth Day – April 22** – The municipality is planning a Swap Meet/Yard Sale Saturday, May 23 from 9 a.m. -12 noon with free tables and free admission. There are only 3-4 tables claimed currently.
- v. **Bursaries** – One application was received this month for one child.
 - i. **Garden** – Manure, and seafood compost have been added and the garden was tilled on May 18. The wet spring has slowed the gardening. There are now plants in the greenhouse. Some raspberry bushes were purchased. A heater may be purchased for the greenhouse. Councillor Doucette can trench an electrical wire, if needed. Residents and gardeners can still [sign up](#) for plot or raised bed. Ryan Ritskes is planning to have Monday 1-3 p.m. and Thursday 10 a.m.-12 work times for those who would like to help in the garden.

2. **Emergency Measures**

- a. **Generator at Park** – The generator for the park is still stored at the hall.
- b. **Wildfire Community Preparedness Day Funding** –The municipality was granted \$500 for an event. The North River Fire Department plan to attend the Canada Day celebration and can distribute FireSmart information.
- c. **Emergency Preparedness Week** -There was a very interesting session for residents on Monday May 4, at 11 a.m. with presentations from Lisa MacLeod and another staff from EMO, as well as from Emily Foster from Forests, who is PEI's FireSmart liaison and spoke about being FireSmart. Attendance was low, with about five members of the public who attended.

Motion 2026:64– Moved by Councillor Paul Poole, seconded by Councillor Spencer MacDonald that **the meeting be extended 20 minutes**. Motion carried, 5-0.

3. **Personnel Committee** -Councillor Poole reported the following:

- a. **CAO Contract** – The CAO still hasn't had a chance to revise the contract.
- b. **Summer Students** –Miltonvale Park received funding for one post-secondary student for Park Coordinator, and Ruth Awuja will be starting in that position next week, initially part-time. The funding is for 12 weeks of 40 hours at minimum wage funding. The CAO has advertised for the other positions that were funded through the Canada Summer Jobs (CSJ) program, including a recreation coordinator at the park – (8 weeks of 35 hours), a landscape worker (for the watershed for 8 weeks of 35 hours) and a vegetable gardener – 8 weeks of 34 hours. The CSJ funds half the minimum wage, plus the mandatory employer costs, which amounts to \$7072. There has been no decision yet on the Jobs For Youth application.
- c. **CAO Helper** -Ryan Ritskes has started back part-time to oversee the garden and assist in the office, and has been working about 20 hours/week.

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

- a. **Remittance** –The next payment to Canada Revenue Agency is to the end of June, and is due by July 15.
- b. **Reports and Payment of Accounts** –The financial report for April was not available for the meeting. The municipality received \$6,123.09 to reimburse the cost of hydrant maintenance to Charlottetown from the Provincial Correctional Facility.
- c. **Insurance** – The office needs to complete a simplified form to obtain a quote for cyber coverage from Westland Insurance.
- d. **Municipal Affairs** - Information was received regarding the **Equalization Grant** for the 2026-2027 fiscal year. The Municipal Funding Framework Agreement provided an increase of 7.6% for this year. Miltonvale Park will receive \$37,448.54, paid in monthly installments of \$3,120.71.
- e. The office did not apply for the **Grants-in-Lieu of Property Taxes Program** yet.
- f. The **2026-2027 Financial Plans** were submitted to the Province by the April 15 deadline.
- g. **Credit Card points** were redeemed for ten \$50 and four \$25 gas cards.
- h. The Council should review the **reserve funds** allotments, when time permits for the Capital, the IRAC and Legal Hearings, and the Community Priority and Contingency Reserve Funds.
- i. The maturing **term deposits** were reinvested at the Provincial Credit Union, with the principal of the nine deposits totaling \$371,154.59.

9. **REPORT FROM CAO**

Reports/Applications – The CAO submitted the Annual Capital and Repair Expenditures Survey: Actual for 2025, the audited Annual Expenditure Return, and, along with staff, submitted the Island Community Food Security application. The CAO prepared information for the Privacy complaint, a response to the Ombudsperson, and ordered the bicycle repair stations.

The CAO attended the FPEIM meeting, and the Fostering Resilience in Women Municipal Leaders session, which shared a new municipal resource, communications training, and information on the digital self-defence toolkit) on May 16, and also attended food safety training. The CAO is planning to attend the AMAPEI AGM and Professional Development Day in Hunter River on May 22. The session is *Steady at the Helm: Sustaining Leadership Capacity for Municipal CAOs*, with practical tools for maintaining decision clarity and leadership capacity in demanding municipal environments.

The CAO reconciled the Infrastructure account, worked on promoting and organizing the car show, swap meet, and Canada Day. She is reviewing student applications and setting up interviews, and organizing events and activities, including for ParticipACTION and the New Horizons for Seniors (NHS) grant.

Items that need to be completed include holding the yard sale, formal notification to the resident whose Conflict of Interest Complaint was decided at the April meeting, responses to the Freedom of Information and Protection of Personal Privacy requests, and the Ombudsman, NHS activities, applying for Provincial and Federal Feasibility Studies, and CRIS, Rural Growth Initiative application for radios, the final report for NHS 2025-26 (May 29), and Family Violence Prevention Week (June 6), student hiring/onboarding, newsletter, requesting mosquito control reimbursement from residents, preparing for the audit, new computer, finalize the rental agreement for the garden, filing, working on the Active Transportation grant, ordering propane equipment for the park, finalizing the CAO Contract, and drafting an Unreasonable Behaviour Policy, and Minutes Policy.

10. PLANNING -

a. Permits Issued

- i. **MP-26-03** was issued to PID 1185909 at Lot 17, Applecross Avenue, Milton Station, for a Single Unit Dwelling with attached Garage on May 05, 2026.
- ii. **MP-26-04** was issued to PID 1185149 at Lot 26-04, Applecross Avenue, Milton Station, for a Single Unit Dwelling with attached Garage on May 12, 2026.
- iii. **MP-26-05** was issued to PID 749036 at 287 Rustico Road Rte. 7, Springvale, for an Accessory Structure (Side steps attached to existing deck) on May 14, 2026.
- iv. **MP-26-06** was issued to PID 584938 on the New Glasgow Road-Rte. 224, North Milton, for a Single Unit Dwelling with attached Garage, and Accessory Structure (Shed-Not for Human Habitation) on May 14, 2026.

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-1198-PID 283325 & 658799** – The application for a lot revision was withdrawn.

- c. **Complaints/Concerns/Enforcement** - The owner of 283259 had inquired about an accessory building that was placed over the property line by the adjacent landowner, and would not meet setbacks. The Development Officer sent a letter to the owners of the accessory building and followed up again on April 14, 2026. He intends to reach out again.
- d. **Inquiries** -There was an inquiry for approval for a **short-term rental**, at a parcel that does not appear to be a primary residence. It was confirmed that the dwelling is not occupied by the principal operator and also is already rented through Vrbo's platforms.

Motion 2026:65– Moved by Councillor Jamie Taylor, seconded by Councillor Paul Poole that **the short-term rental that appears to be operating without approvals be referred to Tourism PEI**. Motion carried, 5-0.

- e. **Special Planning Area** – A letter was received from Minister Compton on May 19, thanking the municipality for engaging in responsible land use planning. The Department is considering how to balance the protection of agricultural land and management of urban growth, while respecting local planning authority and supporting sustainable community development.
- f. **Other**
 - i. **PID 280768 at 18157 Rte. 2 Springvale** -received confirmation from the province that they will be making slight adjustments to the line painting for the climbing lane, and as a result do not require the relocation of the driveway, as was indicated in their comments for the approval of the subdivision, and then, as a condition for subdivision approval.
 - ii. **Shared Services** – West River decided to move the proposed Planning Board training with Hope Parnham until after the fall election.
 - iii. **Tourism PEI** reported no active or unresolved unlicensed accommodation cases for the month of April in Miltonvale Park.

9. INQUIRIES BY MEMBERS OF COUNCIL

- a. Councillor Taylor noted that he is organizing sessions with Cody Whynot from Vesey's Seeds on flowers and planting.
- b. It was noted that a property on the Rustico Road is currently being cleaned up and significantly improved.
- c. A Councillor said that a neighbour's dog has been barking recently, while the owner was away, and disturbing neighbours.

10. INTRODUCTION AND READING OF BYLAWS – There were no new Bylaws.

11. ADJOURNMENT

Motion 2026:66– Moved by Councillor Spencer MacDonald that **meeting be adjourned**, and Mayor Parker declared it so at 9:20 p.m.

June 17, 2026
Date Approved
Next Meetings:

Regular Council Meeting- Wednesday. June 17 at 7 p.m.
Committee Meetings – Planning Board – Thursday., June 4 at 7 p.m., if required