

## Community of Miltonvale Park Regular Council Meeting Minutes

**Community Office – Winsloe Lions Hall      Tuesday, September 25, 2007, 4:30 p.m.**

**Present:** Chair Don Aitken, Councillors Gail Ling, Sheila MacKinnon, George Piercey, Joe Murphy

Administrator Shari MacDonald, Development Officer Alfie Wakelin, Resident Nigel Cuthbertson

**Regrets:** Councillors Brian Andrew, Betty Pryor

### 1. CALL TO ORDER

Chair Aitken called the meeting to order at 4:40 p.m.

### 2. APPROVAL OF AGENDA – DECLARATION OF CONFLICT OF INTEREST

Motion 07-130: Moved by Councillor Sheila MacKinnon, seconded by Councillor Gail Ling that **the agenda be approved, with the addition of “Planning Board Appointment” and “Halloween”**. Motion carried.

Councillor MacKinnon gave notice that she was willing to excuse herself from the portion of the meeting dealing with 6.c.i – Application for subdivision.

### 3. APPROVAL OF MINUTES

Motion 07-131: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **the minutes of the August 21, 2007 Regular Council Meetings be approved as circulated**. Motion carried.

### 4. BUSINESS ARISING

**a. EMO Training** –Municipal EMO coordinator Gary Robbins will provide further emergency training tabletop exercises for Councillors on Tuesday, October 2, 2007 at 4:30 p.m.

**b. Website Proposal Presentation** – Nigel Cuthbertson of Make It Simple Media will review the website concepts with councillors later in the meeting.

**c. Special Planning Area Meeting** – Chair Aitken’s meeting with Minister Bertram regarding the Charlottetown Special Planning Area (CSPA) has been delayed, as he first must meet with Don Walters, Manager, Inspection Services Branch. It was suggested the communities affected by the CSPA regulations need to cooperate and present a united front to the Department of Community, Cultural Affairs and Labour.

**d. Community Pasture** – All agricultural landowners in the community were sent a letter requesting expressions of interest in the community pasture. One response was received, outlining a four year crop rotation with potatoes, grain, and two years of hay, and committing to abide by all environmental regulations regarding

waterways, not intending to use spray insecticides, leaving a buffer zone in the field closest to the community park. Spraying will be limited to calm evening or early morning hours. The price offered was \$30/acre or \$2000/year for clear land, whichever will be greater. The contract will need to allow for some flexibility to allow for circumstances beyond the control of Council, regarding management of the pasture.

Motion 07-132: Moved by Councillor Gail Ling, seconded by Councillor George Piercey **that Council enter into a five year lease agreement with Robert Coles of Coles Produce, with Coles Produce having first option for refusal for a second five-year term.** Motion carried.

#### **6.c.i. Planning -**

At this time, Council dealt with item 6.c.i - the scheduled 5:00p.m. presentation by Development Officer Alfie Wakelin regarding the subdivision application of Sheila Mackinnon, parcel no. 848499.

Development Officer Wakelin met with Garth Carragher Chief Development Officer with the Department of Communities, Cultural Affairs and Labour on Friday, September 7, 2007 and was informed the Department would not have any objections to the subdivision of a parcel of land from the MacKinnon property for a member of her family under the *Special Planning Area Regulations*. The basis for this change of thought was due to Ms. MacKinnon's owning the parcel of land before the new regulations came into effect and that the parcel of land shown on the survey, dated 1996, could be considered a revision to an existing parcel of land that existed prior to the *Charlottetown Special Area Regulations*. The Sheila MacKinnon property (848499), if seen as an existing parcel of land, separate from the MacKinnon Property (283747) and existing prior to 1994, would then be permitted to subdivide one lot, under both council's official plan and bylaws and the special planning regulations. The reasons for denial of her application submitted on July 31, 2007 would not be applicable. (See Motion 07:125)

Motion 07-133: Moved by Councillor George Piercey, seconded by Councillor Joe Murphy that **Council approve the subdivision application for property 848499, once appropriate conditions regarding site assessment are met.** Motion carried. Sheila MacKinnon abstained from voting.

At 5:15 p.m. Alfie Wakelin left, and Nigel Cuthbertson entered, the meeting.

#### **4. b. Website Proposal Presentation**

Nigel Cuthbertson distributed and reviewed an outline of proposed content pages for the new "user friendly" website. The top banner photo can change with the season, and the administrator will be trained to upload photos and documents. The logo will be featured, and the colors used will remain blue on off-white.

**4. e. Card Party** – Councillors Pryor (squares), Ling (sandwich filling and sweets), Piercey (ice cream) and Chair Aitken will serve lunch at the final community card party on September 27, to support the Milton Community Hall.

## **5. CORRESPONDENCE**

Council reviewed the circulated list of correspondence received since the last meeting. No further action was required.

## **6. COMMITTEE REPORTS**

### **a. Finance/Payment of Accounts**

Motion 07-134: Moved by Councillor Gail Ling, seconded by Councillor George Piercey that **the circulated expenses for September totaling \$4863.02 be approved for payment.** Motion carried.

It was noted that all appropriate remittances throughout the summer have been made to the Receiver General.

Motion 07-135: Moved by Councillor Sheila MacKinnon, seconded by Councillor Gail Ling that **Administrator Shari MacDonald be paid her accumulated overtime wages to September 24, 2007 (46 hours).** Motion carried.

Motion 07-136: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **the \$17,146.17 investment coming due October 2, 2007 at TD Canada Trust be reinvested there for a term between 30-119 days.** Motion carried.

Motion 07-137: Moved by Councillor Gail Ling, seconded by Councillor George Piercey that **Council accept the financial statements for July, August and September 2007, as circulated.** Motion carried.

### **b. Personnel Committee**

Councillors MacKinnon and Ling will meet with the Administrator for the one year performance review and will bring forward a recommendation regarding the hours and compensation for the position of Administrator for the October 2007 meeting.

### **c. Planning Board**

**i. Sheila MacKinnon Application** – Previously noted in minutes.

#### **ii. Official Plan and Bylaws**

The proposed budget for the Official Plan and Bylaws submitted to the Infrastructure Secretariat has been approved at \$45,000 from Infrastructure and \$7494.00 from the Community of Miltonvale Park. The Schedule "A" section of the contract is in the mail. Council is in the process of obtaining a draft contract to use for the planner, and work should begin shortly.

#### **iii. Appointment to Planning Board**

Motion 07-138: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **Council appoint resident Kim McDermott Jay to the Planning Board.** Motion carried.

**d. Water and Sewer**

- i. Green Funds** – The revised application form for the Community of Miltonvale Park Wastewater and Water Servicing Feasibility Study was resubmitted last week. The decision on funding is expected in March 2008.
- ii. Request from Resident** – With the recent installation of Charlottetown water pipes along the Lower Malpeque Road, council was contacted by resident Carol Girard expressing interest in hooking into city water. Her concerns have been added to the file on servicing, and will be considered within the context of servicing for the area.

**e. Parks and Recreation**

- i. Use and Closing** – The park was used for a family gathering on September 14, but the planned use for ball tournament on the September 15-16 weekend was rained out. Ball teams are still using the park on Wednesdays, and there has been concern from the committee regarding garbage. Committee member Joannie MacKinnon will purchase a lock and multiple keys for the gate.
- ii. Bursaries** – A bursary of \$100 was awarded to Allan and Cindy Crane for Heather and Carolyn's soccer.
- iii. Summer Student/Recreation Program Report** – Students Jessica MacKinnon and Danielle Stewart submitted reports and photos from the summer. Council was very pleased with the summer students this year. A closing party was held in August for youth in the program.
- iv. Water** – It is hoped a new well can be drilled in Spring 2008.
- v. Maintenance**

Motion 07-138: Moved by Councillor Sheila MacKinnon, seconded by Councillor George Piercey that **Council award an honorarium of \$400, from the park budget to Joannie MacKinnon to recognize her tireless efforts at the park this summer.** Motion carried.

It was suggested an honorarium for caretaking be considered an ongoing budget item.

**f. Report from Staff**

A written report from the Administrator, including a summary of the Association of Municipal Administrators meeting was circulated. Chair Aitken expressed appreciation to Administrator Shari MacDonald, on behalf of the Council, for her work over her first year as administrator.

The written report of the Development Officer noted that there were no permits issued in August. Councillor MacKinnon requested that when the new bylaws are adopted, that council take time at each meeting to review portions of them to increase familiarity with the bylaws. She also requested that the Development Officer include information about the rationale for approval or rejection of permits in his report.

## 7. BUSINESS

### a. Meeting with MLA

A meeting was held between MLA Bush Dumville and Chair Aitken and Councillors Piercey and Ling on September 11, 2007 to address issues in the community, such as the landfill site and servicing.

### b. Council Appreciation Event

Motion 07-139: Moved by Councillor George Piercey, seconded by Councillor Sheila MacKinnon **that Council members, the Development Officer, and the Administrator and one guest each be invited to a council appreciation dinner at the Charlottetown Driving Park and Entertainment Centre at a Thursday evening in October.** Motion carried.

### c. Halloween

Due to time constraints, this item was not dealt with at the meeting.

## 8. NEXT MEETING DATE

The next regular Council meeting is scheduled for October 23, 2007 at 4:30 p.m. The EMO training session will be Tuesday October 2, 2007 at 4:30. A date to meet with the planner will be determined.

## 9. ADJOURNMENT

Motion 07-140: Moved by Councillor Joe Murphy, seconded by Councillor Sheila MacKinnon **that the meeting be adjourned.** Motion carried at 6:40.

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Chair

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Administrator

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October 23, 2007  
Date approved