

## **Community of Miltonvale Park Regular Council Meeting Minutes Community Office – Winsloe Lions Hall 4:30 p.m. Tuesday, March 24, 2009**

**Present:** Chair Brian Andrew, Councillors Joe Murphy, George Piercey, Sheila MacKinnon, Gail Ling, Betty Pryor, Planning Board Member Steve Dickieson, Administrator Shari MacDonald

### **1. CALL TO ORDER**

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

### **2. PRESENTATION OF AGENDA – DECLARATION OF CONFLICT OF INTEREST**

No conflict of interest issues were identified and the agenda was accepted.

### **3. APPROVAL OF MINUTES**

Motion 09-19: Moved by Councillor Sheila MacKinnon, seconded by Councillor Gail Ling that **the minutes of the February 24, 2009, Regular Council Meeting be approved as circulated.** Motion carried.

Discussion arose from the minutes. The pasture rental fees were clarified. Council is owed \$1500 from 2008, and the \$500 prepayment is owed for 2009. The park committee was asked if they had considered including an outfield fence in any grant application. They had planned to leave the fence until after the soccer field was developed, but were encouraged to consolidate grant applications.

Motion 09-20: Moved by Councillor Gail Ling, seconded by Councillor George Piercey that **the minutes of the March 10, 2009, Council Meeting be approved as circulated.** Motion carried.

Councillor Piercey clarified that, although he found further information about the proposed motion regarding septic installers, he hadn't instigated the idea, and hoped that his opinion wasn't given extra weight in the decision.

### **4. BUSINESS ARISING**

a. **Community Pasture** – The decision by IRAC whether Council can rent the Community Pasture under the Lands Protection Act is expected this week.

b. **EMO** - Councillor Murphy has submitted an application for EMO

Training for Elected Officials at the Canadian Emergency Management College.

Motion 09-21: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon **that Councillor Murphy receive the regular meeting honoraria of \$35/day as a per diem to attend the EMO training, if his registration is accepted.** Motion carried.

Discussion followed about Bluefield High School not having a generator. The community had signed contracts with the school, but should also have one with the Red Cross, if it is not already in place. Bill Hogan would be willing to help the community after his retirement. Councillors need to be certified for emergency management.

c. **FPEIM Meeting** - The Annual Federation of PEI Municipalities meeting is Monday, April 27 in Montague. Councillor Murphy, and the administrator are interested in attending, while the chair may also attend. Other councillors will need to check their schedules. Registration deadline is April 16, 2009.

Motion 09-22: Moved by Councillor George Piercey, seconded by Councillor Joe Murphy **that a door prize of up to \$25 in value be purchased as a door prize for the FPEIM meeting.** Motion carried.

Motion 09-23: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon **that any member of Council, Planning Board or Staff who would like to attend the FPEIM April 27<sup>th</sup> meeting be registered, with council paying for mileage and associated costs.** Motion carried.

## 5. CORRESPONDENCE

Councillors reviewed the circulated lists of correspondence and commented on the following:

a. **Support for PEI Firefighter Island Communities Fund Application** - The PEI Firefighters Association intend to submit an application for an apparatus building for the Island Communities Fund, and requested a letter of support from the community.

Motion 09-24: Moved by Councillor Joe Murphy, seconded by Councillor George Piercey that, **once the development officer has approved the building permit for the proposed building, a letter of support be sent to the Island Communities Fund on behalf of the PEI Firefighters Association.** Motion carried.

Motion 09-25: Moved by Councillor Betty Pryor, seconded by Councillor Sheila MacKinnon, **that council waive the applicable development permit fees for the PEI Firefighters Association in relation to the application for an apparatus building, due to the strong volunteer component of their organization and the benefit to the general public of their work.** Motion carried.

**b. Letter from the Land and Local Governance Commissioner**

The chair received a letter outlining the process for presentations. It was suggested that the planner be asked to review our presentation, once it is drafted. The schedule for public meetings has not yet been released.

c. The **Federation of Canadian Municipalities Annual Meeting** is being held in Whistler BC June 5-8. It is anticipated that Summerside Mayor Basil Stewart will become President of FCM at that meeting.

d. **Groundwater testing** results from the monitoring wells were released to council. Several wells have a high concentration of manganese. Councillor Pryor will review the report and research negative effects of manganese.

e. The **FPEIM is seeking nominations** for Municipal Achievement Awards and the Bruce H. Yeo Award.

f. **Build Canada Deadlines** are in April; however, the delay in receiving the Water Wastewater Feasibility Study, means the community is not yet ready to make application.

g. **Canada Post Literary Award** nominations forms were mailed directly to councillors.

h. The **Auditors' Report** was received, and two issues were identified for improvement. It was suggested Council should consider new procedures regarding the timeliness of deposits and using the password feature for the accounting program.

## **6. COMMITTEE REPORTS**

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

i. **Remittance** -Finance Chair Ling noted that the remittance had been paid for February.

ii. **Reports and Payment of Accounts**

Motion 09-26: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon, **that the financial statements for January and February, circulated on March 23, 2009 be adopted.** Motion carried.

It was noted that the bills noted in the financial report would be considered approved.

Planning Board member Steve Dickieson arrived at 5:15 p.m.

iii. **Motion for Reserves** -After conversation with Steven Crozier, of Municipal Affairs, it was determined that to ensure maximum flexibility for the community, it would not be necessary to designate reserves.

iv. **Audit**

Motion 09-27: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **Council accept the auditors report.** Motion carried.

iv. **Budget** - It was noted that due to an error in calculating the taxation income, certain expenditures had to be reduced to ensure the budget balanced. Legal fees were reduced to \$3000, water and Sewer Engineering Fees were reduced to \$7000, and the park development costs were lowered to \$10585, which will bring the total expenses to be presented to the community for approval to \$202,810.

Motion 09-28: Moved by Councillor Gail Ling, seconded by Councillor George Piercey that **Council approve the noted changes to the budget to be presented to the residents at the Annual Meeting, allowing for total expenditures of \$202,810.** Motion carried.

b. **Personnel** -It was noted the raise for the administrator, approved in the fall, comes into effect April 1<sup>st</sup>.

c. **Planning Board**

i. **Official Plan and Bylaws** - Planning Board Chair Pryor reported that the draft official plan and the bylaws have been prepared and are presently being reviewed with the planner.

ii. **Special Planning Area Update** - Councillor Pryor reported that she is waiting to hear if, or when, the request to remove clause 10.c. from the Special Area Planning Regulations has been approved by Executive Council. It was reported that the February 11, 2009 meeting with the Strategic Development Committee of the Province was extremely positive; however, work commitments did not allow Councillor Pryor to attend. If a decision on clause 10c is not soon made by Executive Council, Councillor Pryor and the planner are prepared to recommend that we continue working the official plan and bylaws and submit them to the Minister.

iii. **Development Applications and Permits** - Permit 2009-1 was approved for a semi-detached dwelling on PID1026756, on the Rustico Road. Permit 2009-2 is pending for a residential addition on PID 843292 at 171 New Glasgow Rd. One single family lot was subdivided from PID 283309 on Rte 2.

iv. **Land Use and Local Governance Commission**- A letter was received noting 16 issues the commissioner is investigating. Planning Board was given the responsibility of initiating a presentation from council, which will be reviewed by the planner or other resource person.

d. **Water & Sewer** - Consultant Kelly Galloway has informed the administrator to expect the Waste Water and Water Sustainability Study Update by March 30, 2009.

e. **Parks and Recreation** - Councillor Murphy has priced playground equipment at Canadian local suppliers, and investigated costs of pressure treated and cedar equipment. It was noted that playground equipment must meet commercial or industrial use standards, and that some schools are no longer using wooden equipment. Licensed installers should be used, and a proper impact bed, possibly of pea gravel, would be required. Some picnic tables would be replaced. It is hoped the soccer field could be done this summer, and perhaps plastic seating be

obtained for the bleachers. John Midowski from the Eastern School District, and Laurie Shaw from the Covehead Brackley area were suggested as possible resource people. It was noted that a checklist for playground equipment was already in use by park summer staff.

**f. Report from Staff**

i. **Administrator** - The administrator circulated a written report highlighting recent activities (newsletter, gas tax program evaluation, implementation of auditors' suggestions).

ii. **Development Officer** - It was suggested that the Development Officer be invited to attend the annual meeting to be introduced to residents.

**7. BUSINESS**

**a. Budget 2009**

Changes to the budget were approved earlier in the meeting.

**b. Annual General Meeting /By-election**

Councillor Ling will present the budget and moved to approve each section of expenditures. Once seconded, residents will have the opportunity to discuss and vote. Council will meet after the Annual Meeting to adopt the tax rate. In the event of inclement weather, the Administrator will contact the chair in ample time to ensure a decision to cancel could be made before 3:00 p.m.

Motion 09-29: Moved by Councillor Joe Murphy, seconded by Councillor George Piercey **that a nominating committee be formed to consist of Councillors MacKinnon, Ling and Pryor, who will appoint a chair from within the committee.** Motion carried.

The administrator was asked to invite Don Aitken to present the Landfill and Communities 13, Inc. Reports at the Annual Meeting.

**8. NEXT MEETING DATES**

- a. Special Election Meeting - March 30, 7:30 (storm date March 31)
- b. AGM -March 30, 2009, 8:00 (storm date March 31)
- c. Meeting immediately following the AGM to confirm tax rate
- d. Regular Meeting - April 28 4:30

**9. ADJOURNMENT**

Chair Andrew adjourned the meeting at 5:48 p.m.

Brian Andrew  
Chair

Shari MacDonald  
Administrator

April 28, 2009  
Date Approved