

Community of Miltonvale Park Regular Council Meeting Minutes

Community Office – Winsloe Lions Hall

Tuesday, October 23, 2007

Present: Chair Don Aitken, Councillors Brian Andrew, Gail Ling, Sheila MacKinnon, George Piercey, Joe Murphy, Betty Pryor

Administrator Shari MacDonald

1. CALL TO ORDER

Chair Aitken called the meeting to order at 4:44 p.m.

2. APPROVAL OF AGENDA – DECLARATION OF CONFLICT OF INTEREST

Motion 07-141: Moved by Councillor Brian Andrew, seconded by Councillor Sheila MacKinnon that **the agenda be approved**. Motion carried.

Councillor Murphy gave notice that he would excuse himself from the portion of the meeting dealing with 7.a. Halloween. The administrator will be excused from the meeting for 6.b. Personnel Report.

3. APPROVAL OF MINUTES

Motion 07-142: Moved by Councillor Gail Ling, seconded by Councillor Joe Murphy that **the minutes of the September 25, 2007 Regular Council Meeting be approved as presented**. Motion carried.

4. BUSINESS ARISING

a. EMO Training –Municipal EMO coordinator Gary Robbins provided training exercises for Councillors on October 2nd, 2007. Further training will be arranged. EMO information was included in the recent newsletter; however no residents have contacted the office regarding EMO issues. Work will continue in identifying residents who may require extra assistance in an emergency. The community now has a copy of the draft plan, in the event of fire at the landfill site.

b. Special Planning Area Meeting – No report.

c. Community Pasture – Councillor Piercey has been in contact with the farmer who will be using the pasture, and he is aware of the community's conditions. A contract is being prepared for both parties to sign.

d. Website – Nigel Cuthbertson of Make It Simple Media notified Council that work is continuing on the re-design of the site; however, the original October

31st deadline may need to be extended for its completion. A group photograph was taken of the Council for the website.

5. CORRESPONDENCE

Council reviewed the circulated lists of correspondence received since the last meeting, and acted upon the following:

Faithworks Centre's idea of constructing an outdoor skating rink was very well received, and Council appreciated being consulted regarding their plans. Chair Aitken and Councillor MacKinnon, who are members of the Parks and Recreation committee, may meet with Pastor Bill Arsenault to discuss the Centre's plans, and offer to help publicize information, if a rink is made.

Motion 07-143: Moved by Councillor Betty Pryor, seconded by Councillor Sheila MacKinnon that **should voting delegates from the Community of Miltonvale Park attend the FPEIM (Federation of PEI Municipalities) Semiannual Meeting, they NOT support the resolution from the town of Stratford, requesting a permanent seat on the board of FPEIM for Stratford.** Motion carried.

Motion 07-144: Moved by Councillor Betty Pryor, seconded by Councillor Gail Ling that **the Community send up to three representatives, one being the administrator if she so wishes, to the FPEIM Semiannual Meeting November 17th at the Centre Expo-Festival Center in Abram Village.** Motion carried. Councillors Ling and Murphy expressed an interest in attending.

Motion 07-145: Moved by Councillor Gail Ling, seconded by Councillor Brian Andrew that **Council donate \$100 to the South Milton Women's Institute for flowers at their community sign, in accordance with Council's donation and gift policy.** Motion carried.

Motion 07-146: Moved by Councillor Betty Pryor, seconded by Councillor George Piercey that **Council donate \$25 to resident Tricia Affleck who is representing PEI at the Canadian Mixed Curling Championships in Calgary in November 2007, in accordance with Council's donation and gift policy.** Motion carried.

It was suggested the donation and gift policy be reviewed by the finance committee before the November meeting.

6. COMMITTEE REPORTS

a. Finance/Payment of Accounts

Motion 07-147: Moved by Councillor Gail Ling, seconded by Councillor Brian Andrew that **the September financial statements be accepted as circulated.** Motion carried.

Councillor Ling noted that ordinary expenses, including bursary applications, are being paid as they are received. It was noted September and October remittance

payments have been made to the Receiver General. The budget is on track, and many expense categories look as if they will be under budget. The GST revenue, from 2003 onward was approximately \$4000 more than budgeted.

b. Personnel Committee

Administrator Shari MacDonald excused herself from the meeting. Councillor Ling indicated that the Personnel Committee met with the administrator regarding her performance appraisal and briefly reviewed the committee's evaluation and recommendations with Council. The administrator has been logging her hours and an increase in both the number of hours worked and wage rate was recommended. Councillor Ling noted that there will be another review in six months.

Motion 07-148: Moved by Councillor Gail Ling, seconded by Councillor Joe Murphy, **that the administrator's hours be increased to 15 hours per week and that the hourly rate be increased by \$.50, effective next pay period.** Motion carried.

The administrator returned to the meeting at 5:54 p.m.

c. Planning Board

Planning Board Chair Pryor noted that permits have been issued to Josh Robertson, 20 Rustico Rd, for the placement of a baby barn on a deck; to Doug Callin for additions to his residence in 680 Crabbe Rd.; and to Darrin MacArthur, 4 Old Rte. 2, for a non-commercial storage garage, subject to the removal of other accessory buildings, except the baby barn. There are two pending development permits and two pending subdivision applications.

It is hoped the contract will be signed with the planner by the end of October, which would allow mapping to begin in November.

New planning board member Kim McDermott Jay, who has a strong business background, has volunteered to prepare a strategic plan for the community. She met with Councillors Pryor, MacKinnon and the administrator at an October 13th introductory meeting. Councillor Murphy requested increased notification for meetings, to permit him to make arrangements to attend.

d. Water and Sewer

Councillors received an update from the committee.

e. Parks and Recreation

- i. **Closing Date and maintenance**—Robert Turner will be directed to winterize the shelter, when convenient. He will also be asked to erect the office sign, put the alarm system on a separate breaker, and rewire the outside light.

Motion 07-149: Moved by Councillor George Piercey, seconded by Councillor Gail Ling that **considering recent electrical concerns discovered at the park shelter, the provincial electrical inspector be contacted, and requested to inspect the shelter.** Motion carried. Councillor Pryor abstained.

It was suggested that Robert Turner be present for any inspection, to point out improvements he has had to make to the building.

- ii. **Bursaries** – Bursaries of \$100 each were awarded to the Ward family and the MacIntyre family for their children’s sporting activities.

f. Report from Staff

The administrator and development office reports were circulated. It was noted that many positive comments have been received regarding the Fall newsletter.

7. BUSINESS

a. Halloween

Motion 07-150: Moved by Councillor Sheila MacKinnon, seconded by Councillor Gail Ling, that **the Community hire security for the community park for the evenings of October 30-November 1, 2007, at an approximate hourly cost of \$8-\$10.**

Motion carried.

Motion 07:151: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon, that **Council donate \$50 towards prizes at the pumpkin person contest at the Farm Market in Milton.** Motion carried.

Councillors were asked to encourage residents to make an entry for the Halloween contest before Thursday Oct 25th.

8. NEXT MEETING DATE

The next regular Council meeting will be November 27, 2007 at 4:30 p.m. A date to meet with the planner will be determined. The Council Appreciation evening will be held October 25, 2007 beginning at 6:30 at the CDPEC.

9. ADJOURNMENT

Motion 07:152 Moved by Gail Ling **that the meeting be adjourned.** Chair Aitken declared the meeting adjourned at 6:35 p.m.

Chair
Nov 27, 2007

Date approved (amended)

Administrator