

Community of Miltonvale Park Regular Council Meeting Minutes
Community Office – Winsloe Lions Hall

Tuesday, April 22, 2008

Present: Chair Don Aitken, Councillors Brian Andrew, Gail Ling, George Piercey, Betty Pryor, Sheila MacKinnon, Joe Murphy; Development Officer Alfie Wakelin, Administrator Shari MacDonald

1. CALL TO ORDER

Chair Aitken called the meeting to order at 4:35 p.m.

2. PRESENTATION OF AGENDA – DECLARATION OF CONFLICT OF INTEREST

The agenda was presented and it was noted the order of items would be altered as necessary to accommodate discussions of planning issues with the Development Officer.

It was noted that Councillor MacKinnon would excuse herself from discussions regarding park staffing.

3. APPROVAL OF MINUTES

Motion 08-38: Moved by Councillor George Piercey, seconded by Councillor Sheila MacKinnon that **the minutes of the February 26, 2008, Regular Council Meeting be approved.** Motion carried.

Motion 08-39: Moved by Councillor George Piercey, seconded by Councillor Sheila MacKinnon that **the minutes of the March 11, 2008, Council Meeting be approved.** Motion carried.

Motion 08-40: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **the minutes of the March 25, 2008, Council Meeting to set the tax rate be approved.** Motion carried.

Motion 08-41: Moved by Councillor Gail Ling, seconded by Councillor George Piercey that **the information from the minutes of the March 25, 2008, Annual General Meeting be entered into the records.** Motion carried.

4. BUSINESS ARISING

- a. **EMO Training** – Municipal Emergency Measures Coordinator Gary Robbins has not yet confirmed a time for further EMO training for Councillors. The administrator was directed to write to Mr. Robbins to

confirm his interest and availability in the position, and if so, arrange a date for training in May or September.

- b. Community Pasture** – Chair Aitken had discussions with Minister MacKinley (Department of Transportation and Public Works), who suggested the community submit a proposal to the Department regarding the use and future of the Community Pasture. Minister MacKinley suggested the community might wish to purchase the land at fair market value. It was noted that funding from the pasture is used to help maintain the park, and that a part of the pasture will be used for a small community garden this summer. The field is also used by residents to walk dogs. It could possibly be used for soccer field or revert to the original vision of pasturing cattle. It was suggested that MLA Dumville and Minister MacKinley could be invited to the next council meeting to further discuss the issue. Chair Aitken, Councillors Andrew and Piercey and the administrator agreed to prepare a proposal regarding the pasture. Councillor MacKinnon will investigate the procedure for improving the driveways into the community pasture.

Councillor Pryor and Development Officer Wakelin arrived at approximately 4:45 p.m.

- c. Canada Post Mailboxes** – Councillor Piercey has had no further communication from the committee established by David Ling regarding the community mailboxes. It was noted there are approximately 8-10 community boxes serving residents in the community. Concerns regarding parking and safety still remain.

Motion 08-42: Moved by Councillor Gail Ling, seconded by Councillor George Piercey that **a letter requesting streetlight be installed at the community mailboxes be sent to the appropriate authorities.** Motion carried.

- d. Community Gardens** – One resident who has adequate land on her property to garden, but was interested in meeting other gardeners, attended the initial Community Garden meeting April 1, 2008. It was suggested Jeff MacKinnon may volunteer to till a plot which could be used in conjunction with the park program, and might enhance interest for next year.

Motion 08-43: Moved by Councillor Gail Ling, seconded by Councillor Betty Pryor that **a small garden be established as part of the summer recreation program, if the summer workers are interested in doing so.** Motion carried.

- e. Concerns from the Annual General Meeting**
 - i. Water Testing in Sleepy Hollow Area**

Motion 08-44: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **Council request that IWMC carry out more extensive water testing**

(for chemicals and metals) for a sampling of residents' homes on the Sleepy Hollow Road, Royalty Road and Heather Drive. Motion carried.

- ii. **Emergency Measures Organization** – It was noted at the annual meeting that the correctional facility might be a valuable resource in an emergency, and also highlighted that we ensure paper copies of plans are available, rather than relying on electronic information.
- iii. **Ownership of Former Hurry/Bagnall Property** – No clarification has been received regarding when/if this land was moved from Miltonvale Park to Charlottetown.
- iv. **Streetlights** – Some residents requested streetlights in the Sleepy Hollow area of the community. This item was not included in the 2008 budget; however it was noted that today's provincial budget eliminated the administration fee (approx \$4900), a savings which could possibly be used for lighting. It was noted a plan should consider the entire community, and there is money available for streetlights through some of the New Deal (Gas Tax) Funding program.

Motion 08-45: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **the administrator contact Maritime Electric regarding types, including solar powered lights, costs and considerations involved in installing streetlights and prepare a report for the next council meeting.** Motion carried.

- v. **Website Development Costs** – It was noted that a provincial program provides rebates for websites to those businesses who did not previously have a website, so council would not be eligible for recent website re-development costs.

5. PLANNING ISSUES – Development Officer - Alfie Wakelin

- a. **Inquiry Regarding Permitted Uses** – An inquiry was received by the Development Officer regarding land at the intersection of the Royalty Road and the Sleepy Hollow Road, and whether its zoning would allow a cemetery. The area is zoned residential, which permits churches and schools; however council agreed with the interpretation that cemeteries would not be allowed in that zone, since they are specifically noted as being permitted in the Institutional and Rural Residential zones.
- b. **Permit Issued** – The Development Officer noted that he issued a permit for a 20x32 greenhouse and wished to confirm the fee with Council, as the regular ten cents/sq. ft was charged; however a rebate could be issued if Council felt it was necessary. Council confirmed the fee was acceptable.

- c. **Application – Frizzell Property** – Comments have not yet been received from the Fire Marshal, regarding the proposed addition to the building. Mr. Frizzell has submitted a site plan, which includes a green space and parking for a maximum of six vehicles in the front of the property. This plan along with conditions imposed by the Department of the Environment, Energy, and Forestry had been circulated to Council. The Development Officer was directed to request that Mr. Frizzell address the number of vehicles stored on the property to ensure his compliance with the most recent development agreement with Council, before the current application would be considered further. It was noted that no concerns regarding the property had been received by Council, and that the proposed addition and new site plan should improve both the safety and the appearance of the property.

Mr. Wakelin left the meeting at 5:30.

6. CORRESPONDENCE

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

- a. **Springvale Women’s Institute** – A letter requesting a donation in support of the WI branch’s projects was received.

Motion 08-46: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **Council donate \$100 to the Springvale Women’s Institute for community projects, in accordance with the community’s donation and gift policy.** Motion carried.

- b. **PEI ATV Federation** – The newly formed federation of All Terrain Vehicles sent a letter of introduction and asked the community to contact them with any concerns regarding ATVs. None were brought forward.

- c. **Recreation PEI** – An invitation was received for a workshop to be held April 30.

Motion 08-47: Moved by Councillor Gail Ling, seconded by Councillor Joe Murphy that **Council pay registration and associated costs for one Councillor to attend the April 30th Recreation PEI Workshop, if anyone is available to attend.** Motion carried.

- d. **Other**

- a. **FPEIM Annual Meeting**

Motion 08-48: Moved by Councillor Betty Pryor, seconded by Councillor Brian Andrew that **Council provide a door prize to a value of \$25 to the FPEIM Annual Meeting.** Motion carried.

b. **Milton Community Hall**

Motion 08-49: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **Council agree to attach a flyer from Milton Community Hall to the next community newsletter.** Motion carried.

7. COMMITTEE REPORTS

a. **Finance/Payment of Accounts**

- i. **Reports and Payment of Accounts** – Finance Chair Ling referred Councillors to the financial statements, including income, expenses, balance sheet and journal entries to March 31, 2008, that were circulated in the meeting packages.

Motion 08-50: Moved by Councillor Gail Ling, seconded by Councillor George Piercey, that **the financial statements for January, February and March 2008 be accepted as circulated.** Motion carried.

- ii. **Remittance** – It was noted that the March and April 2008 remittances have been made to the Receiver General for Canada.

- b. **Personnel Committee** – It was noted that the administrator is carrying over 65 hours of overtime.

Motion 08-51: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **Chair Aitken, Finance Chair Ling and the Administrator review the overtime situation and reach to a satisfactory agreement regarding payment or time in lieu.** Motion carried.

c. **Planning Board**

- i. **Official Plan and By-laws Update** - Planning Board Chair Pryor noted that the Special Planning Area issue is still delaying the Official Planning process.
- ii. **Special Planning Area Update** - The Infrastructure Secretariat will meet in May to review the application to fund the affected communities to consult and develop a new model the area. Work preparing an RFP is ongoing.
- iii. **Strategic Plan Update** – Kim McDermott Jay met with Chair Aitken, Councillor Pryor and the administrator on April 21, to discuss issues, such as water and sewer, recreation, and economic development. Ms. Jay continues to work on the plan.
- iv. **Building Permits** – The permits issued to date in 2008, were circulated with the development officer's report, and include the following:

2008-1 to John Blatch for a storage/garage at 1257 Loyalist Rd.
2008-2 to Faithworks Centre for storage/garage at 1288 Loyalist Rd.
2008-3 to Apex Homes Ltd. for a mini-home at 79 Dawn Drive.
2008-4 to Shawn McKenna for a storage building at 20 Sleepy Hollow Rd.
2008-5 to Alan/Debbie Aten for a green house at 18070 Rte 2.
SUBDIVISION – A subdivision revision was granted to Heath and Dana Coles on the Rustico Rd.

d. Water and Sewer

The need to move ahead with solutions to the water and sewer servicing issues facing the community was stressed. Residents brought legitimate concerns forward to the Annual Meeting.

Council received three proposals for the “Community of Miltonvale Park Waste Water and Water Servicing Feasibility Study” which has received funding from the Capacity Building Fund (CBF) of Infrastructure (New Deal). The review committee, including the members of the Water and Sewer Committee, the administrator and Morley Foy with the Department of the Environment, Energy and Forestry met to review the proposals, and recommended to Council that the proposal from Engineering Technologies Canada be accepted.

Motion 08-52: Moved by Councillor Sheila MacKinnon, seconded by Councillor George Piercey that **the Community of Miltonvale Park accept the proposal from Engineering Technologies Canada Ltd. in cooperation with TerrAtlantic Ltd. and MacDonald Harland Engineering Inc. to prepare a Wastewater and Water Servicing Feasibility Study.** Motion carried, with one nay vote recorded by Councillor Murphy.

e. Parks and Recreation

i. Grass Cutting

Motion 08-53: Moved by Councillor Brian Andrew, seconded by Councillor Sheila MacKinnon that **DNS Grasscutting be hired to cut the grass at the community park this year, according to their estimated costs of \$103/cut.** Motion carried.

ii. Flowerbeds

Motion 08-54: Moved by Councillor Gail Ling, seconded by Councillor Sheila MacKinnon that **upon receipt of an acceptable estimate, Council hire Kari Coles to plant and care for the flower beds at the intersection of Rtes 2 and 7, at a cost not to exceed \$500 including supplies.** Motion carried.

- iii. **Summer Students** –Councillor MacKinnon excused herself from the discussion stating possible conflict of interest. Interest in the position has been received by Jessica MacKinnon, who was very successfully employed in 2006 and 2007, and from another student within the community.

Motion 08-55: Moved by Councillor Gail Ling, seconded by Councillor Brian Andrew that **the hiring committee for the summer recreation position, Chair Aitken and Councillor Piercey, be given the power to hire the best qualified students from the applicants, upon notification to Councillors. Applications will be requested on the community website.** Motion carried.

It was noted that residency within the community was a priority for the summer staff.

f. Report from Staff

The administrator's report, which also included notes from the North River Fire Department information meeting, was circulated, as well as a report of development activities.

8. BUSINESS

Development Permit Procedure

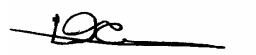
Councillor Pryor, Planning Board Chair, requested clarification of the procedure for development applications that require the approval of Council prior to being issued. After discussion, it was agreed that those development applications that require Council approval will first be reviewed by the Planning Board. Background information and Planning Board's recommendation will be circulated to Council prior to the Council meeting. Councillors are to review the information and provide comments or questions to the Planning Board Chair prior to the Council meeting. It is the intent to have all pertinent information to Council prior to its meeting so that an informed decision can be made as efficiently as possible, while due process is followed. The Planning Board Chair also agreed to review such applications with the development officer prior to Planning Board meetings.

9. NEXT MEETING DATE

The next regular meeting of Council will be held May 27, 2008 at 4:30 p.m.

10. ADJOURNMENT

Motion 08-56: Moved by Councillor Joe Murphy, seconded by Councillor Sheila MacKinnon **that the meeting be adjourned.** Chair Aitken declared the meeting adjourned at 6:28 p.m.



Chair

May 27, 2008

Date approved

Shari MacDonald
Administrator