



**APPROVED MINUTES FROM ANNUAL & REGULAR  
COUNCIL MEETING HELD MONDAY, MARCH 14, 2016**

The annual and regular council meeting was held Monday, March 14, 2016 at 7:00 PM with Mayor Murphy presiding and Councillors Curtis, Bernard, Tremblay and Duggan present also Frances Ready, Melissa Heald – West Prince Graphic and staff Susan Wallace-Flynn. Councillor Williams was away on a family vacation and Councillor Cahill was at a medical appointment.

**The motion was made by Councillor Duggan, seconded by Councillor Bernard and carried for the approval of the agenda.**

**DISCLOSURE OF CONFLICT OF INTEREST**

Nil

**Approval of 2015 Financial Statements**

**The motion was made by Councillor Bernard, seconded by Councillor Curtis and carried for approval of the 2015 audited financial statements.**

**Yearly Committee Reports**

Mayor Murphy read his report (see attached).

Councillor Duggan reported for economic development (see attached).

Councillor Bernard read the recreation report (see attached).

Councillor Tremblay read the streets report (see attached).

Councillor Curtis reported for police. He said the RCMP did not give an annual report but they averaged over 160 hours per month for policing for the year. Councillor Curtis said council met with the RCMP last month. The 2016 cost of RCMP policing for the town is \$127,000.00 which is up from \$122,000.00 last year.

Councillor Curtis read the fire report. There were 131 calls for service in 2015.

**Approval of 2016 Budget**

**The motion was made by Councillor Bernard, seconded by Councillor Curtis and carried to approve the 2016 Budget for the General Account with revenue and expenses in the amount of \$830,384.00 and Sewer Account with revenue and expenses in the amount of \$145,072.00.**

**The motion was made by Councillor Duggan, seconded by Councillor Bernard and carried to approve the minutes from the last regular council meeting held February 8, 2016.**

## **BUSINESS ARISING FROM THE MINUTES**

Nil

## **PRESENTATIONS/DELEGATIONS TO COUNCIL**

Nil

## **CORRESPONDENCE**

A letter was received regarding the Gas Tax MSC program which is open for applications with a deadline of April 18, 2016.

**The motion was made by Councillor Tremblay, seconded by Councillor Duggan and carried to get an engineer to fill out the application under the Gas Tax MSC program to apply for a lift station and drainage of the subdivision and check and if only one application can be submitted or if one has a higher priority only apply for the lift station.**

Councillor Cahill arrived at the meeting.

A letter was received from Alberton Business Association requesting that Main Street be closed Saturday, August 13<sup>th</sup> from 11 AM - 5:30 PM for Multicultural day. They requested an answer by the end of March 2016.

**The motion was made Councillor Tremblay, seconded by Councillor Bernard and carried to go along with the request for blocking off Main Street for Multicultural day.**

The government will also be contacted for approval to block off Main Street for the event.

## **Annual Motions**

**The motion was made by Councillor Cahill, seconded by Councillor Curtis and carried to set the tax rate for 2016 at \$0.56 for non-commercial and \$1.05 for commercial.**

**The motion was made by Councillor Cahill, seconded by Councillor Duggan and carried to give Jacques Cartier Memorial Arena Inc. a grant in the amount of \$5,000.00.**

**The motion was made by Councillor Cahill, seconded by Councillor Bernard and carried to give grants to the museum and curling club in the amount of \$2,000.00 each after they submit a copy of their current financial statement from their last fiscal year.**

**The motion was made by Councillor Cahill, seconded by Councillor Duggan and carried to give a grant to the Alberton Area Development Corporation in the amount of \$1,500.00 after they submit a copy of their current financial statement from their last fiscal year.**

**The motion was made by Councillor Cahill, seconded by Councillor Bernard and carried to give a grant to Alberton Business Association in the amount of \$1,000.00 after they submit a copy of their current financial statement from their last fiscal year.**

**The motion was made by Councillor Cahill, seconded by Councillor Tremblay and carried to give Jacques Cartier Memorial Arena Inc. a special grant in the amount of \$39,000.00 to assist with the cost of a Zamboni if purchased in 2016, this being contingent upon the Jacques Cartier Memorial Arena Inc.**

**board presenting their minutes from the annual meeting outlining their board of directors and executive to ensure they are following their bylaws.**

#### **CORRESPONDENCE CONTINUED**

A request was received from Jason Gallant for either 96 or 24 pins for May 1<sup>st</sup>.

**The motion was made by Councillor Bernard, seconded by Councillor Tremblay and carried to give 96 pins to Jason Gallant for a bowling trip.**

The Western Warriors made a request for a donation for a tournament which was March 11-13<sup>th</sup>. The request was shelved as the tournament was over.

A letter of request was received for membership for the North Cape Coastal Drive.

**The motion was made by Councillor Cahill, seconded by Councillor Duggan and carried to renew the membership for the North Cape Coastal Drive.**

#### **Monthly Committee Reports**

#### **RECREATION**

Mayor Murphy read the recreation report for March (see attached).

#### **FIRE AND POLICE**

Councillor Curtis read the fire report (see attached) and the police report. During the month of February, RCMP spent 161 hours providing policing service to the Town of Alberton including 16 calls for service - 2-Driving while Disqualified, 2 - Off-road Vehicle Act complaints, 1 - Impaired Driving, 1 - Unauthorized Possession of a Firearm, 1 - Theft, 1 - Uttering Threats, 1 - Traffic Collision, 1 - Parking Complaint, 1 - Assistance to Provincial Agency, 1 - Mental Health Act, 1 -Trespass Act and 1 - Items Lost.

#### **ECONOMIC DEVELOPMENT**

Councillor Bernard read the economic development report (see attached).

#### **THE FOLLOWING MOTION WAS RESCINDED**

**The motion was made by Councillor Bernard, seconded by Councillor Cahill and carried to have a two year refund of the municipal portion of property taxes on newly constructed business to commence when construction is completed. The applicant must meet all Provincial regulations and Town bylaws. The applicant must submit application before construction starts. All tax incentives are to commence the final day of construction. This does not include sewage. Please note this applies to commercial applicants only not residential rental units.**

Councillors Cahill, Bernard and Duggan voted yes and Councillors Tremblay and Curtis abstained.

**The motion was made by Councillor Bernard, seconded by Councillor Cahill and carried to rescind the motion just made to have a two year refund of the municipal portion of property taxes on newly constructed business to commence when construction is completed. The applicant must meet all Provincial regulations and Town bylaws. The applicant must submit application before construction**

**starts. All tax incentives are to commence the final day of construction. This does not include sewage. Please note this applies to commercial applicants only not residential rental units.**

**The motion was made by Councillor Bernard, seconded by Councillor Cahill and carried to give a 2 year refund to newly constructed businesses or if they bought an existing business to commence when construction is completed or when they purchase an existing business building. The applicant must meet all Provincial regulations and Town bylaws. The applicant must submit application before construction starts. All tax incentives are to commence the final day of construction. This does not include sewage. Please note this applies to commercial applicants only not residential rental units.**

**THE FOLLOWING MOTION WAS RESCINDED AT AN EMERGENCY COUNCIL MEETING HELD MARCH 18, 2016.**

**The motion was made by Councillor Bernard, seconded by Councillor Cahill and carried that if an independent new business was to rent a space in the Town of Alberton and if they could give us a guarantee that they were to have a one year lease or contract the town would refund their first month's rent as a thank you for choosing our town for their business.**

**The motion was made by Councillor Bernard, seconded by Councillor Tremblay and carried to increase the business license fee from \$5.00 to \$60.00 per year as a business can write it off as a business expense.**

Councillors Cahill, Duggan, Bernard and Tremblay voted yes and Councillor Curtis voted no.

#### **LIBRARY SERVICES AND PARKS**

Councillor Duggan read the Alberton Public Library report. The 2015 Library report was distributed.

#### **STREETS AND SIDEWALKS**

Councillor Tremblay gave the streets and sidewalks report. Everything is fine.

#### **FINANCE**

**The motion was made by Councillor Cahill, seconded by Councillor Bernard and carried to pay bills in the amount of \$67,344.85.**

Financial statements for general and sewer including balance sheets, income statement and trial balance were distributed.

#### **STREETS & SIDEWALKS**

Councillor Williams was absent on family vacation and her report is attached.

CAO report (see attached).

#### **NEW BUSINESS**

Snow equipment operator's hours were discussed and there has been little to do due to lack of snow.

**The motion was made by Councillor Tremblay, seconded by Councillor Bernard and carried to lay off the snow equipment operator at the end of this week.**

**The motion was made by Councillor Cahill, seconded by Councillor Bernard and carried to go with the tender as prepared for the official plan review.**

**The motion was made by Councillor Cahill, seconded by Councillor Bernard and carried to change the vacation policy for six weeks after 30 years of service.**

**The motion was made by Councillor Cahill, seconded by Councillor Duggan and carried to go to a committee of the whole.**

**The motion was made by Councillor Duggan, seconded by Councillor Cahill and carried to return from a committee of the whole.**

Council directed the CAO to contact a real estate agent with an offer to pursue a land purchase which may require council to meet before the next regular council meeting for additional negotiations. Council had earmarked funds for a land purchase in 2014.

**The motion was made by Councillor Cahill, seconded by Councillor Duggan and carried to adjourn the meeting.**

#### Mayor's 2015 Annual Report

Highlights included utilizing the Stone Station to provide a new permanent home for the public library. Renovations were made to the station including a new roof, chimney repointed, flooring replaced in two areas, painting and cleaning the interior, furnace work, internet and electrical upgrades to meet government requirements and new shelving for the books.

Many calls were made to Ministers and government staff regarding storm sewer upgrades to reduce flooding on Argyle, Poplar, Reid and Church Streets. This included visible inspection by town staff, provincial surveyors and engineers. On Friday I was very pleased with the press release from Transportation, Infrastructure and Energy Minister Paula Biggar and as I quoted in that press release "the province's investment in the storm sewer upgrade will help protect two of Alberton's streets from flooding." This is certainly welcome news and I hope that the other two streets will be upgraded next year.

Thanks to a grant from ACOA and funding from the town major renovations were made to the ball field, including street and town signage, ball field score board, batting cage, pitching machine, fence replacement, bleachers, plumbing and electrical upgrades. The Alberton Under 16 girls ball team fund raised and donated \$1,912.00 to help with the purchase of the pitching machine.

The town also gave Jacques Cartier Memorial arena a donation in the amount of \$39,620.00 which assisted them to contribute their share to two projects. A lift was installed under an Enabling Accessibility grant and major renovations were completed under an ACOA grant which included washroom upgrades, replacement of a door, laser leveling system, dehumidifier and heaters.

Upgrades were made to our lagoon under a PIF grant.

A section of sewer line was replaced on Elizabeth Drive with funding from the Building Canada grant.

Paving was completed on Princess Street, College Street, Dufferin Street, Elder Street and North Street. Patching was done on other streets and town parking lot and the unpaved section of Reid Street received crushed gravel. The total cost of the street work was \$79,779.93.

Donations were made to Alberton Business Association, Alberton Area Development Corporation, curling club, library, museum, Memorial tournament and arena.

A property on Main Street was rezoned for future development.

## Town of Alberton 2015 Economic Development Report

My first task as economic development councillor was to investigate the idea of constructing an "Industrial Park" in town.

I met the Prince County Business Development officer with Innovation PEI to discuss this project. They advised that such a park would not be a feasible project due to the infrastructure cost. An established Business park in Bloomfield offers tax exemptions and cannot fill the space.

I did however locate several properties just outside town limits and reported back to council.

I had requested to be a part of the Alberton Business association meetings so we could all work together to help the town survive. Unfortunately no meetings were held until after I was given a new responsibility, but I hope Councillor Bernard will be able to carry this on.

Some concerns were raised about our rezoning of a property and the suggestion was made to have a strategic plan drawn up for our commercial district. I had requested such a strategic planning meeting be held, but was informed I did not have the authority to do so. I would hope that such discussions could be included in the upcoming town plan.

I had also asked to have a meeting to discuss the policy of tax incentives for new construction in town and especially in our town owned sub division.

It is my suggestion that we can proceed with the drainage ditch and expansion of our sub division as this can be a source of growth for the town.

I wish Councillor Bernard great success with this file and will help in any way possible.

Thank You Councillor Blair Duggan

### Recreation Report – Annual, 2015

Recreation activities were limited from January 2015 to April 2015 as recreation director, Selena Hardy, left for other employment. However, local volunteers still found time to run curling and hockey programs. The annual winter fishing event ran as did regular family skates. The Walking Club at Alberton Elementary also ran. The Western Sports and Recreation council organized some learn to walk/run programs as the spring began.

New recreation director, Amanda Jendrick was hired mid-April. From April to July, an outdoor walking club ran regularly for adults. There were also several events for families and children. The recreation

department ran the after school program for grades K-4, held “No School Friday” bowling events and tried dodgeball, floor hockey, and seasonal crafting events. Programs were also introduced for teens including “Teens Hit the Gym” at Iron Haven Gym, Teen Ball Hockey, and library events for teens.

The annual Kids Day and Family Day fishing derbies were popular as were Canada Day celebrations on July 1<sup>st</sup>. The band 45 Knots played and cake was served. Over 100 people attended. Canada Day was funded in part by the Celebrate Canada grant.

Alberton had a great season of summer sports with over 150 children registered in either Softball, Soccer and/or Active Start. The recreation department also ran a summer camp one day per week.

The town took in \$7,095 in registration fees for summer sports and summer camp. Expenses to run the programs were approximately \$5,101.44. The town also had a summer student, Taylor Wallace, who was responsible for field maintenance and summer programs along with recreation director, Amanda Jendrick. Tournaments were held for U-14 and U-12 Softball as well as U-10 soccer in Alberton and many came to town to attend. Several updates were made to Memorial softball field as a result of a grant from ACOA.

Alberton Day was also held during the summer months and total expenses for Alberton day were \$930.44. The most popular events for Alberton Day were free bowling, Chocolate Bar Bingo and the street dance. 80+ attended the street dance.

During the fall, Alberton had its annual Terry Fox Run. The After School Program for Grades K-6 resumed for Alberton Elementary students and ran until the Christmas Break. The recreation department also ran a wellness program for Adults which focused on exercise and healthy eating. “Teens Hit the Gym” was offered for free at Iron Haven Gym as a result of a grant from Participation and Coca Cola. Amanda began going to the Phillips Residence to offer activities and exercises. The Ladies Craft program began and participants made seasonal crafts. A popular event was Hide and Go Seek tag at the Alberton Exhibition grounds which had 75 participants. “No School Friday” bowling events were also held.

There were several Holiday events held in December including a Christmas movie, an Elf Workshop and the annual Christmas Lights competition.

In November, the recreation department received a grant to implement the Pace Car program and a launch of the program as well as several surveys and reports were conducted during the month of December.

### Street Annual Report

During 2015 I am pleased to report that resurfacing was completed on several streets including Princess Street, College Street, Dufferin Street, Elder Street and North Street. The total cost of the street work was \$79,779.93 and this also included parching potholes and gravel on the unpaved portion of Reid Street. Snow removal and ice control on town streets was contracted to the government.

Recreation Report – March 14<sup>th</sup>, 2016

Alberton's Winter Carnival took place between February 12<sup>th</sup> and February 15<sup>th</sup>. Total expenses for the Winter Carnival were \$1849.50. As can be seen in the attached expenses report, attendance was disappointing for several events. It has been suggested by Mayor Mike (now the Councillor for recreation) that next year's Winter Carnival be held alongside another event, for example the Memorial Hockey Tournament and that a dance for our adult community members would be preferable to a performance like the hypnotist, Ed Rattell. It should be noted that some other western communities were also disappointed in attendance for similar events.

Ice fishing events were held by the PEI JumpStart Fishing group during the Winter Carnival and again on February 20<sup>th</sup>. Though the weather was cold, those who attended enjoyed the experience.

A "No School Friday" event was held at the Alberton Baptist Church on February 26<sup>th</sup>, a PD Day. Children played dodge ball, floor hockey, flag tag and other games. 18 Children attended and payed 2\$ each. The church will also be used for games on March 11<sup>th</sup> as children have the day off of school for parent teacher meetings.

Amanda Jendrick, Tom Oliver, and Jeff Smith bowled in the Bowl for Kids' Sake Big Brothers, Big Sisters fundraiser, March 5<sup>th</sup>. Their team raised \$252.

A new program for seniors is taking place in the common room of the Alberton Seniors Building on the corner of Poplar and Dufferin. The program began on March 9<sup>th</sup> and 5 attended to do exercises. The program will continue every Wednesday. A sign-up sheet has also been placed in the common room so that seniors can sign up for games they would like to play. Programs at the Phillips continue as does the Walking Club at Alberton Elementary.

A Ladies Craft Night will take place on March 11<sup>th</sup>. Participants will make a sock bunny and paint a terra cotta pot. The program is a cost of 10\$ for supplies and refreshments and 5 participants are registered.

A family games night will take place at Town Hall the evening of March 16<sup>th</sup>. All ages are invited and it is a free event. Though some games will be available, participants are also encouraged to bring their own games. Refreshments will be provided.

Several events for children will take place during the March Break from March 18<sup>th</sup> to March 24<sup>th</sup>. On March 18<sup>th</sup> there will be games at the Baptist Church. On March 21<sup>st</sup>, Alberton Recreation is partnering with the Western Sports and Recreation Council for a try curling workshop at the Western Curling Club. On March 22<sup>nd</sup> there will be a kids craft session and a kids science workshop at Town Hall. On March 23<sup>rd</sup> there will be an Easter Egg hunt at the library and on March 24<sup>th</sup>, kids and families will be able to bowl at the Alberton Bowling Lanes.

Planning has begun for Summer Sports and the Recreation Department is working on applications for summer softball tournaments. Also, 100 Tim Horton's jerseys will be ordered for Alberton's soccer teams and the Active Start Program.



**CAO REPORT  
FEBRUARY 9, 2016 TO MARCH 14, 2016**

I completed paperwork for the second claim for the Building Canada sewer project completed on Elizabeth Drive.

On February 23 I went to the loft of the building to help maintenance record stock and identify what was needed for sewer saddles, pipe etc. I also asked the maintenance staff to service the lawn mowers and weed eaters.

On February 29<sup>th</sup> Mayor Murphy and I met with a government engineer and surveyors and looked at the storm drains and culverts on Reid, Church and Poplar Streets.

Assisted with preparation of sewer and general budget and budget details and attended the budget committee meeting on March 7th.

Completed progress report on BCF-SCF sewer project before due date of March 31<sup>st</sup>.

Prepared for the annual and regular meeting made copies of the 2016 budget for general and sewer and 2015 audited financial statements.

Prepared package with financial statements for 2015 and 2016 invoice and contracts for fire service.

**February Fire Report 2016**

4 Medical

2 MVC's

1 Flu Fire

7 Calls in total

The Department has three members taking level one training the first of March in Charlottetown.

The Department wants to thank Alan Curtis for all his hard work and dedication on being past chair, it was a pleasure working with you.

We also want to congratulate Rosetta Tremblay on her new appointment and are looking forward to working together.

Chief, John Ellsworth

### Economic Development Report for March 2016

In February the Grand Opening took place of the Great Canadian Dollar store that opened up in Alberton where the old Pridham's V & S was. The grand opening was a huge success. I'm hearing lots of great feedback about the store. It will meet many needs for the people of our community. We would like to wish them all the best in their new business, the people in our community are very pleased to have the store opened.

March 14/2016

Streets and sidewalks

First of all my apologies to Mayor Murphy and council for not attending this month's meeting as I am away on family vacation. This month has been very quiet and Mother Nature had been quite kind to us so all is well. I would like to thank Susan and our maintenance staff for all their hard work and the professionalism shown dealing with a few personal complaints this past month. I am new to this portfolio and look forward to the upcoming months for learning more and planning this year's budget for necessary repairs etc. of our streets. I am hopeful that this year we can have our planters out and the flower beds update to beautify our town for the summer months.

I attended a course on March 5, 2016 for Basic Emergency Management and have attached a copy of my certificate. We had received an email a few months back to attend. I had attended this course years ago as a firefighter/paramedic but chose to sit in on another one since things have evolved and my position as councillor could perhaps change my role should our community have a major event. We have an EMO Plan but it is suggested that council visit the plan once a year to review or revise/update. I would like to ask council if they would be interested in having a meeting in the near future to strategize and learn our role should we be called to duty.

Councillor, Kelly Williams

Alberton Public Library

Annual Monthly Report

Reporting to: Councillor Blair Duggan

Period: Month of February 2016

Operations:

Beautiful facility – new weather-stripping around the front door and new signage outside.

Snow clearing and garbage removal very timely and no obstructions for patrons.

**\*\*Request:** For Occupational, Health and Safety – I need to post a floor plan of the building with fire exits highlighted

Programs:

9 events were held during February with 19 people in attendance. Library offered children's storytime; beginner computer and Internet classes; Book club; and partnered with Alberton Recreation to offer a craft session during winter carnival. Six new membership cards were registered.

Ahead:

I am looking forward to making Alberton Public Library a community space, and not just a book place. Working with the Alberton Recreation Dept. on projects and joint promotion, summer staffing to offer a very popular summer reading program and special guest readers and presenters will bring in readers and non-readers alike to the area. Looking forward to good things to come!

Kelly Gillis  
Branch Technician  
Alberton Public Library