



## **APPROVED MINUTES FROM REGULAR COUNCIL MEETING**

**HELD MONDAY, AUGUST 13, 2018**

The regular council meeting was held Monday, August 13, 2018 at 7:00 PM with Mayor Murphy presiding and Councillors Curtis, Bernard, Cahill, Williams and Duggan present also Frances Ready, Jillian Trainer – West Prince Graphic, Darrell Graham and staff Susan Wallace-Flynn. Sgt Hewitt sent his regrets as he was busy with an urgent matter.

Mayor Murphy called the meeting to order.

### **APPROVAL OF AGENDA**

**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 MINUTES**

**The motion was made by Councillor Curtis, seconded by Councillor Cahill and carried for the approval of the minutes from the last regular council meeting held June 11, 2018.**

### **BUSINESS ARISING FROM THE MINUTES**

Nil

### **PRESENTATIONS OR DELEGATIONS TO COUNCIL**

Nil

### **CORRESPONDENCE**

A letter was received from George Mason, Director of Finance and Corporate Services that the annual cost of an RCMP officer has increased from \$130,994.00 to \$134,198.00 effective April 1, 2018.

A letter was received from Health and Wellness stating that the arena grant was approved for \$8,500.00.

A letter was received from Transportation West to request funding for signage on buses.

Francis Smith arrived at the meeting.

**The motion was made by Councillor Williams, seconded by Councillor Bernard and carried to make a donation of \$300.00 to Transportation West for a one year commitment on a bus.**

A letter was received from RBC regarding the sewer loan renewal.

Councillor Tremblay arrived at the meeting.

**The motion was made by Councillor Cahill, seconded by Councillor Duggan and carried to lock the sewer loan for 69 months at 5.05%.**

A letter was received requesting that registration for the Eastern Canadian Softball tournament being held in O'Leary August 24<sup>th</sup> to 26<sup>th</sup> be paid in the amount of \$300.00 for thirteen Under 12 softball players on a team from Alberton.

**The motion was made by Councillor Tremblay, seconded by Councillor Cahill and carried to pay the \$300.00 registration fee for the Alberton Under 12 Boys for the Eastern Canadian Under 12 Softball team.**

A letter was received from AgriSpirit stating that the application for a grant for the fire department had been turned down.

#### **BUSINESS LICENSES/PROPERTY DEVELOPMENT APPLICATIONS**

Kathryn Curtis submitted an application to build a small deck and ramp at the back of the flower shop.

**The motion was made by Councillor Bernard, seconded by Councillor Williams and carried to approve the property development application for the flower shop pending the fire marshal's recommendation.**

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

A property development application was received from Shirley Jeffery to change an office to an apartment.

**The motion was made by Councillor Duggan, seconded by Councillor Bernard and carried to approve the property development application from Shirley Jeffery with the condition that the application meet the required distance from the property line and to follow the fire marshal's recommendations.**

An application was received for Loblaw Inc. to replace structural beams, joists and posts.

**The motion was made by Councillor Duggan, seconded by Councillor Tremblay and carried to approve the application for Loblaw Inc. with the condition that they follow the recommendations from the fire marshal to complete the building code design certificate and final inspection of compliance certificate.**

#### **COMMITTEE REPORTS**

#### **RECREATION**

Councillor Tremblay read the recreation report (see attached).

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

Councillor Bernard read the library and parks report (see attached).

**The motion was made by Councillor Bernard, seconded by Councillor Curtis and carried to look into any grants for a heat pump for the library and get an estimate on cost.**

#### **FIRE AND POLICE**

Councillor Curtis read the police report for June and July.

During the month of June, District RCMP members spent 164 hours providing policing services to the Town of Alberton and responded to 20 calls for service which included - 6-Traffic complaint, 2-Theft under \$5000, 2-Sudden death, 2-Disturbing the peace, 2-911 Act, 1-Liquor Control Act, 1-Child Welfare Act, 1-Impaired driving, 1-Motor vehicle collision, 1-Mischief and 1-False alarm.

During the month of July 2018, District RCMP members spent 164 hours providing policing services to the Town of Alberton and responded to 32 calls for service. The calls included - 4 - Mischief, 4- Fail to comply with court orders, 4- False alarm, 2- Assault, 2- Theft under \$5000, 2- 911 Act, 2- Trespass Act, 2- Animal calls, 1- Break and Enter, 1- Impaired driving, 1- Criminal harassment, 1- Being unlawfully in a dwelling house, 1- Traffic complaint, 1- Motor vehicle collision, 1- Assist Provincial Agency, 1- Assist general public, 1- Mental Health Act and 1- Fire Prevention Act.

Councillor Curtis read the fire reports for June and July (see attached).

#### **ECONOMIC DEVELOPMENT**

Councillor Duggan said that there was nothing new in Economic Development but said that JC Handyman is expanding his store.

#### **ENVIRONMENT**

Councillor Williams reported for environment and noted that the decision from the Farm Practice Review Board was attached to the last minutes. Councillor Williams also stated that she attended a meeting on June 26<sup>th</sup> at the town hall with Alex and Jesse from Infrastructure and Energy who gave a live demonstration of the Province's new GIS-integrated asset tracking tool.

#### **FINANCE**

**The motion was made by Councillor Cahill, seconded by Councillor Bernard and carried to pay bills from June 11<sup>th</sup> to August 13<sup>th</sup> in the amount of \$132,468.35.**

Financial statements for general and sewer for June and July were distributed including balance sheets, income statements and trial balances.

## **CAO REPORT**

CAO Susan Wallace-Flynn read the CAO report (see attached).

Mayor Murphy called for a 5 minute break.

### **1<sup>st</sup> Reading of the Municipal Election Proceeding Bylaw 218-8-2018**

**The resolution was made by Councillor Cahill, seconded by Councillor Bernard and carried to accept the 1<sup>st</sup> reading of the Municipal Elections Proceedings Bylaw 218-8-2018.**

**The resolution was made by Councillor Williams, seconded by Councillor Tremblay and carried to approve 1<sup>st</sup> reading of Municipal Elections Proceedings Bylaw 218-8-2018.**

**The motion was made by Councillor Bernard, seconded by Councillor Cahill and carried to give ball/soccer coaches a \$50.00 donation when the equipment is returned.**

**The resolution was made by Councillor Cahill, seconded by Councillor Duggan and carried to go to a closed meeting to discuss a legal matter.**

**The resolution was made by Councillor Duggan, seconded by Councillor Tremblay and carried to return from a closed meeting.**

**The motion was made by Councillor Tremblay, seconded by Councillor Bernard and carried to pay \$1,000.00 to Brady Saunders (PID # 853986) Joanne Weeks \$500.00 and Janet Weeks-Peters \$500.00 (PID # 513531) for agreeing to easements over their properties to allow for storm water management for the Emma Drive subdivision extension and to either give Randy Jeffery (PID # 920892) a legal right of way to his property in exchange for an easement or purchase the property and offer the price agreed upon in the closed meeting.**

**The motion was made by Councillor Cahill, seconded by Councillor Curtis and carried to consolidate the old Hardy lot PID # 30767-000 to PID # 30791-000.**

**The motion was made by Councillor Tremblay, seconded by Councillor Duggan and carried to put up signs Open Dawn to Dusk at the Stone Station Park.**

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

## **Festivals and Events**

The month of July saw the DiverseCity arrive in Alberton on July 20th. The Festival was very widely well received. During follow up discussions the organizers have expressed interest in returning to the Town next year. They felt attendance numbers were very good for a first year event and look forward to building the festival from there.

The Community in Blooms judging took place on July 22. The full day involved cultural, historical, municipal and horticultural around the Town. The judge's assessment, which will be received later this fall, will provide an excellent beginning to participate in formal judging of Communities in Bloom for next year.

Soccer and Active Start programmes are up and running. There have been some cancellations because of the heat but all in all our summer students are doing a good job.

## **Parks Report for July and August**

Our Parks have lots to offer for kids and families. We have the Outdoor Play park located behind the Library as well as we have the Outdoor Skate Board Park located by the Memorial Ball Field. The grounds are kept clean and all is going good with our Parks.

## **Library Report for July and August**

Operations: Nothing to report. Grounds are nicely kept up. Bicycle rack being used. Although it is an extended heat wave, the library is still reaching temperatures of 28-30 degrees. This hampers patrons wanting to use the computers as well as sitting and browsing the shelves. It is particularly uncomfortable for the tutor and students during their hour long tutoring sessions as the library is not open so cannot have doors open to the public.

An announcement was made in the past week concerning rebates for non-residential sites through efficiency PEI. <https://www.princeedwardisland.ca/en/topic/efficiency-pei> <https://www.cbc.ca/news/canada/prince-edward-island/pei-energy-efficiency-rebates-small-business-lighting-heat-pumps-efficiencypei-1.4766833>

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A third ceiling fan in the front entrance may also help? A cross breeze solution that doesn't include the intrusion of bugs and beetles?

Programs: First 4 weeks of Summer Reading Program for ages 3-12 going well with 28 children attending programs. A final wrap up party will be held on Wednesday August 15th.

Planning: A coding program is scheduled for Friday August 17th at 10 am for children ages 6-13 and a Kindergarten Readiness program is set to go for Wednesday August 29 at 10:30 am for four year olds about to enter Kindergarten.

Kelly Gillis  
Branch Technician  
Alberton Public Library

Way back in February I mentioned in my monthly budget report that there was an issue with the Library in the summer months with it being way to hot in there. I was wondering what the town councils thoughts are on trying to get a heat pump put in to help cool our Local Library down for the summer months so the public and programs offered along with the staff could use the Library more often in a more comfortable environment. A heat pump would help with heating costs in the winter months as well. I was told that there is an old wooden door that is covered up so this would be a great place to be able to install a heat pump with not having to go through the stone walls. It would be great for the town to be able to offer a more comfortable environment for people that use the library along with all the summer activities and programs that take place along with tutoring and so on.

February 2018 Library Report

Reply|

Mon 08-06, 10:17 AM

You;

Alberton Library Alberton Library ([alberton@gov.pe.ca](mailto:alberton@gov.pe.ca))

February 2018 Library Report.

-I'd like to start with the parking lot and steps are well cleaned and salted for the public. A huge Thank You goes out to Garth and Joni for all their hard work. Job well done and much appreciated. -Many people were out to participate in our Alzheimer Awareness Month along with Family Literacy. The family game night was cancelled due to multiple storms so we will offer this during March Break. Planning for the month of February: - In partnership with Go West PEI, you can now borrow snowshoes with your library card. - Family Violence Prevention week will see two programs, one for children and one for adults on how to show kindness and give respect. This will take place on Feb 28th at 11:30 am. There will be a presentation to discuss the value of Friends group for the Alberton Library. It is the goal to support and advocate for programs and presentations that represent community needs of Alberton residents. Everyone is welcome and sandwiches will be provided.

-Budget Request for 2018: It can get very hot in the station during the summer months. There is documented photos of the temperature reaching 30 degrees with no cross ventilation. When both doors are open unwanted bugs fly in and provide an unwelcome environment to the public. With the summer tutoring and a possible robotics camp this summer during closed library hours, doors remain closed to the public and the ceiling fans become a hindrance rather than a relief. Wondering if the town could come up with some sort of solution to help with this issue, it would be greatly appreciated.

### **Alberton Fire Department Monthly Fire Report June 2018**

Calls: Medical – 9, Utility Pole Fire -1, MVC -2, Structure fire – 1, Vehicle fire – 1 Total – 14

Training: On June 5 2018 training was held in the parking lot at Jacque Cartier Arena on water supply. Large diameter hoses were laid out to simulate moving large amounts of water long distances. Tests were also conducted at the town pond for filling tankers. NFPA standards state that we must be able to fill and dump water at a rate of 1000 gallons a minute. We have met those standards or have beaten them.

On June 26 medical training was held at Alberton Fire Hall. Taking vitals was practiced as well as discussions were had on heat exhaustion as summer is now upon us.

Island EMS has donated a medical bag to add to our inventory. We now have a separate kit especially for pediatric patients.

### **Alberton Fire Department Monthly Report July-2018**

Medical first responder call-11, Smell of smoke-2, Mutual aid-1, Brush fire-1 M.V.C-1

Garbage fire-1, Hay field on fire-1, Carbon monoxide-1 with 19 calls for July. Year to date-97 calls

Equipment-4-10 foot lengths of hard suction, 6 inch to 4 inch adaptor, 2- Pairs of firefighting gloves.

Training-no training for the month of July.

We received approval for a government grant for new equipment (50 cent dollars). Thank you to Susan Wallace Flynn for all her help with the application process.

On July 28<sup>th</sup> we hosted an open house for the general public which was a huge success.

Our summer student Lexi Hagan is doing a great job again this summer.

Truck repairs: Tanker #4- radiator was replaced, Tanker #1- PTO seal replaced, Rescue van-new tires on the rear (4), Fire hall- one of the overhead doors required an emergency repair at 2:30 am.

Respectfully submitted by- Deputy Chief Darrell Graham

### **CAO REPORT JUNE 12, 2018 TO AUGUST 13, 2018**

Prepared financial statements, collected sewer revenue, made deposits and other day to day office duties. Mailed the July sewer invoices and have been collecting sewer revenue daily.

June 13<sup>th</sup> set up meeting with Alan Aiken, Traffic Operations Engineer, Department of Transportation and Luc Van Hul, senior engineer WSP to discuss water management for the Emma Drive subdivision. The meeting took place on June 20<sup>th</sup> and a lot of details on the necessary next steps were discussed. I was given follow up work to complete before the next steps take place.

June 14<sup>th</sup> applied for the Arena Support grant for Jacques Cartier Memorial Arena and received the grant on June 20<sup>th</sup>.

Contacted the parties involved with the Diversity Multicultural Festival to ensure the town was named as additional insured on their policies.

On June 22<sup>nd</sup> I attended the semi-annual RCMP meeting with Gordon Garrison, Policing Services manager and all other towns with extended service agreements with the Province in Borden. At the last meeting held January 12, 2018 we were told by the C/Supt Jennifer Ebert, Commanding Officer that

each ESA community will have an officer assigned to it who will be a point of contact for concerns and who will contact the community weekly. I found out that we were the only community who has not been assigned an officer and receiving weekly visits. On August 7, 2018 Cst. Skeffington arrived at the office and said he was assigned as the officer for non-emergency issues.

On June 26<sup>th</sup> Alex Dalziel, Policy Analyst, Department of Infrastructure & Energy and Jesse MacDougall came to Alberton to give a live demonstration of the Province's new GIS-integrated asset tracking tool. Councillor Williams, Bev Shaw from Town of O'Leary, Garth and I were present. This tool incorporated all asset inventory information which was assembled since 2015 and displays it in an easy to interpret online map. It also enables municipalities to see geographically where repairs where the infrastructure needs are in the community and to create projections on when repairs and replacements need to occur. In 2015 we were pleased to have them document all our sewer lines and I was pleased to sign us up for the second stage which is free. This information is a requirement to keep receiving the gas tax funding.

On June 27<sup>th</sup> I was able to get coaches for Under 6, Under 8, Under 10 and Under 13 soccer and to follow up on the Timbit soccer t-shirt order which had not arrived. Many thanks to the parents that volunteered to help make soccer happen!

On June 26<sup>th</sup> I took a water test from this building and the results came back all zeros for total coliform and E.coli.

I tried to get an RCMP member to attend the Canada Day opening but the office called back and said they did not have a member available to attend.

Many thanks to Denis Morais on behalf of Ecole Pierre Chiasson School for the generous donation to the town of the wooden cut out silhouettes for decorating the town.

June 26<sup>th</sup> to 28<sup>th</sup> worked on the application for the fire department for funding under a Community Revitalization program.

On July 6<sup>th</sup> a letter arrived from George Mason, Director of Finance and Corporate Services that the annual cost per officer has increased from \$130,994.00 to \$134,198.00 effective April 1, 2018. On July 2<sup>nd</sup> Elon Wilkie and Mackenzie Arsenault started working under Jobs for Youth Program and Alexandria Hagen started working at the fire hall.

Douglas Doucette completed his EDA project on July `13<sup>th</sup>.

On July 10<sup>th</sup> at 2:30 p.m. I met with a potential doctor and her family at the town hall.

July 12<sup>th</sup> I received a call from Sam, rec director in Tignish and chair of the ball association with a request to use our ball field. I explained that I had already checked with our insurance company and they requested a letter stating the team's name, that they are insured and a letter stating they are responsible for any damage to the field and/or equipment or property of others as a result of their use and assume responsibility or any claims they could be liable for. Sam said he was not comfortable signing for it.

Ronnie Arsenault started under an EDA project for 12 weeks on July 16, 2018.



On July 23<sup>rd</sup> I attended the evening reception for the Communities in Bloom judges at the town hall.

On July 23<sup>rd</sup> I received many calls and had residents and visitors at the office very concerned about the many black tire marks that were put on Main Street. I received more complaints that one day than in the last couple months and some even wanted the person responsible to clean the marks off with a toothbrush. The complaints and concerns were about embarrassment to the town since the next day was the DiverseCity Multicultural event which attracted many people. The complaints continued on July 24<sup>th</sup> I was stuck for an answer when the two Communities in Bloom judges asked how these black marks got there and about policing for the town.

On July 24<sup>th</sup> Garth and I spent the day showing the Communities in Bloom judges the ballfield, Maplewood Manor property, Alberton Heritage Centre, Alberton Museum, library and the downtown business section. A report from them will follow.

During July I spent many hours and came back a couple evenings to get things in place for the Emma Drive subdivision expansion including discussions with the property owners involved in easements, the engineer, lawyer and surveyor. It is finally coming together!

Worked on Election bylaw, prepared agenda and package for this meeting and worked with the engineer, surveyor and lawyer to finalize the easements.

August 10, 2018 bought hot dogs, juice etc. for the Under 8 soccer wrap up tournament hosted by us with teams from O'Leary, Tignish and Tyne valley. I met with a property owner regarding the easement for the subdivision extension. I did the bank reconciliation for the general and sewer accounts and printed the statements. I hired a referee for the Under 8 soccer tournament when one of your students could not do it at the last minute. Thanks to Wayne Wilkie for doing this on short notice!

Saturday, August 11<sup>th</sup> I helped at the barbeque for the Under 8 soccer wrap up tournament. It was a beautiful day and well attended. Many thanks to Matthew Barbour for getting the barbeque going for us in time to get 12 dozen hot dogs ready!

Monday, August 13, 2018 continued with preparations for the council meeting. I emailed a reminder to a business owner that a property development permit is required for an extension. The first easement was signed this afternoon for the subdivision extension.