



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

**HELD MONDAY, MAY 14, 2018 AT 7:00 P.M.**

The regular council meeting was held Monday, May 14, 2018 at 7:00 p.m. with Mayor Murphy presiding and Councillors Tremblay, Bernard, Curtis, Cahill, Williams and Duggan present also CAO Susan Wallace-Flynn, Frances Ready, Jillian Trainer, West Prince Graphic and Eric McCarthy, Journal Pioneer.

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 Bernard, seconded by Councillor Cahill and carried for the approval of the minutes from the last regular council meeting held April 9, 2018.**

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

Nil

### **PRESENTATIONS/DELEGATIONS TO COUNCIL**

Nil

### **CORRESPONDENCE**

A letter was received from the Apostolic Pentecostal Church to request the use of the Alberton Stone Station Park for a Kid's Back to School Day on Saturday, August 25<sup>th</sup> from 10:30 a.m. to 3:30 p.m.

**The motion was made by Councillor Tremblay, seconded by Councillor Williams and carried to allow the Apostolic Pentecostal Church use of the Station Park for Kid's Back to School Day and ask for the town to be named as additional insured on their liability policy for the event.**

A request was received from Honorable Diane Griffin, Senator for PEI to pass a resolution in support of a new National Health and Fitness Day to be held the first Saturday of June.

**The motion was made by Councillor Bernard, seconded by Councillor Duggan and carried to sign a Proclamation for National Health and Fitness Day for the first Saturday of June.**

Staff Sgt. Hewitt arrived at the meeting.

A letter was received from M.E Callaghan Intermediate School with a request for a donation for prizes.

**The motion was made by Councillor Cahill, seconded by Councillor Bernard and carried to give a donation of \$50.00 to M.E. Intermediate Callaghan School for prizes.**

A budget request was received from the maintenance man for plants and flowers for various locations around town in the amount of \$3,525.00.

**The motion was made by Councillor Bernard, seconded by Councillor Curtis and carried to approve the budget request for plants for \$3,525.00.**

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

24'x 30' addition to storage rental unit on PID 1005818-000

**The motion was made by Councillor Bernard, seconded by Councillor Tremblay and carried to approve a property development application from Terry Adams for an extension to his storage unit 24 feet by 30 feet subject to conditions from the fire marshal and has a restriction from the Department of Environment that any water wells be located at least 100m from any Waste Water treatment lagoon and the building be 15m setback from the stream.**

2 Unit Residential Rental properties for Lot 10-35 on Emma Drive

**The motion was made by Councillor Williams, seconded by Councillor Cahill and carried to approve the two unit residential building on Emma Drive subject to conditions from the fire marshal.**

Tear down existing house at 16 North Street, PID 19729-000 and replace with a new mini home 16' by 68'. Under the Zoning and Subdivision Control Bylaw Section 7.3 Special permit uses (3) mini homes is a permitted use.

**The motion was made by Councillor Tremblay, seconded by Councillor Bernard and carried to approve the property development application for PID 19729-000 located at 16 North Street to tear down the existing house and replace with a new mini home.**

Westech Agriculture Ltd. to haul in a building 16'x24' for seasonal housing

Last year Westech submitted a similar application and the consultants reviewed it and said that communal housing is not a permitted use in Alberton's Zoning and Subdivision Control Bylaws. A letter was sent to Westech on July 5 2017 stating that.

**The motion was made by Councillor Cahill, seconded by Councillor Duggan and carried to inform Westech that regarding their property development application there is no zone in our by-laws to permit communal housing.**

Deck 7' X 48' in front of the Sidewalk Grill on the sidewalk

**The motion was made by Councillor Tremblay, seconded by Cahill and carried to find out who owns the property before the property development application from Joey Carragher can be looked at.**

Staff Sgt. Hewitt left the meeting.

## **COMMITTEE REPORTS**

### **RECREATION**

Councillor Tremblay reported on recreation (see attached).

### **PARKS AND LIBRARY**

Councillor Bernard reported on parks and library (see attached).

### **FIRE AND POLICE**

Councillor Curtis read the fire report and police report (see attached).

### **ENVIRONMENT**

Councillor Williams reported that she had nothing new to report for Environment and we have not heard from the Farm Practice Review Board.

### **ECONOMIC DEVELOPMENT**

Councillor Duggan had nothing new to report.

### **FINANCE**

**The motion was made Councillor Cahill, seconded by Councillor Williams and carried to pay bills in the amount of \$63,925.09.**

Financial statements including balance sheets, income statements and trial balances for general and sewer accounts were distributed for March and April.

### **CAO REPORT**

Susan Wallace Flynn read her CAO report (see attached).

### **STREETS & SIDEWALKS**

Mayor Murphy reported that the side streets are being swept and the culvert work outside of town has started and paving will be done to the corner of Church and Main Streets.

Mayor Murphy called for a five minute break.

#### **NEW BUSINESS**

**The resolution was made by Councillor Williams, seconded by Councillor Duggan and carried to accept the second reading of the bylaw to regulate the Remuneration of Council and Appointees Bylaw #209-2-2018.**

**The resolution was made by Councillor Cahill, seconded by Councillor Duggan and carried to approve the second reading of the bylaw to regulate the Remuneration of Council and Appointees Bylaw #209-2-2018.**

**The resolution was made by Councillor Duggan, seconded by Councillor Tremblay and carried to formally adopt the bylaw to regulate the Remuneration of Council and Appointees Bylaw #209-2-2018.**

**The motion was made by Councillor Cahill, seconded by Councillor Tremblay and carried to donate \$500.00 to the PEI Newcomers Multicultural Festival.**

This will be included in the list of grants for the second reading of the grants bylaw.

**The resolution was made by Councillor Cahill, seconded by Councillor Bernard and carried to accept the second reading of the bylaw to Establish Municipal Grants Bylaw #215-05-2018.**

**The resolution was made by Councillor Duggan, Seconded by Councillor Tremblay and carried to approve the second reading of the bylaw to Establish Municipal Grants Bylaw #215-05-2018.**

**The resolution was made by Councillor Williams, seconded by Cahill and carried to formally adopt the bylaw to Establish Municipal Grants Bylaw #215-05-2018.**

**The resolution was made by Councillor Cahill, seconded by Councillor Tremblay and carried to accept the first reading of the bylaw to provide a Code of Conduct for Members of Council Bylaw #216-6-2018.**

**The resolution was made by Councillor Williams, seconded by Councillor Tremblay and carried to approve the first reading of the bylaw to provide a Code of Conduct for Members of Council Bylaw #216-6-2018.**

**The resolution was made by Councillor Cahill, seconded by Councillor Bernard and carried to accept the first reading of the bylaw to Provide Rules Governing Conflict of Interest for Members of Council Bylaw #217-7-2018.**

**The resolution was made by Councillor Williams, seconded by Councillor Bernard and carried to approve the first reading of the bylaw to Provide Rules Governing Conflict of Interest for Members of Council Bylaw #217-7-2018.**

A chart of council attendance for the first three month's was reviewed and council felt they should receive remuneration for all missed meetings. Councillor Curtis said these new regulations coming in half way through the term if it affects council they should not be forced to do this. Councillor Curtis said if you miss a meeting because of work commitments or a family member died, or different things like the flu and most people get sick days. Councillor Cahill said just the twelve regular monthly meetings should count unless sick or working. Councillor Curtis said that he is opposed to any bylaw that affects council directly and suggested that a letter be sent to the government stating why council is opposed to the bylaw.

**The motion was made by Councillor Curtis, seconded by Councillor Tremblay and carried to pay council full payment for 2018 and the new bylaw to be effective for the new council.**

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

Councillor Williams left the meeting due to a conflict of interest.

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

**The motion was made by Councillor Duggan, seconded by Councillor Tremblay and carried to back away from the O'Meara subdivision application due to complications with street closures.**

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

### **Festival and Events Report – April 2018**

In April, the Town of Alberton and the Alberton Public Library hosted a seminar on Container Gardening for seniors at the Old Stone Station. The Event was well attended and received media coverage through the West Prince Graphic.

## **Parks and Library Report for May 2018**

### **Parks Report:**

Parks are dried up and being used lots. Kids are quite happy to have the nice weather to be able to use the town parks. It's great to keep the kids active and outdoors.

### **Library Report:**

Operations are great as usual.

Programs offered in April were busy with Earth Day and Gardening Series.

Coming up there will be two more gardening sessions planned.

Computer help is available on Wednesday mornings 9:30-1:30

School Field Trips are happening in May and June.

New Hours starting May 1st. Tue 3-8, Wed 10-4, Fri 10-4 and Sat 10-2

## **Alberton Fire Department**

### **Monthly Fire Report April 2018**

Calls: Medical – 6, Fire Alarms – 1, Flare up – 1, Structure fire- 1, ATV fire – 1, Total – 10

Training: One monthly training was in April as the dairy barn fire took place on training day. That evening was spent on clean up, and getting everything back in place to go again.

Training was done as part class room and part skills. Class room sessions were held watching videos on ladder placement and proper use of SCBA care and maintenance. Skill test were conducted on these pieces of equipment. Training was also conducted on the AV 3000 Scott thermal imaging mask, which we have 2.

New Equipment: none for this month.

This is to create an additional hose bed to aid in rapid hose deployment.

Report submitted by Chief: Shannon Dumville.

## **Police Report**

During the month of April 2018, Prince District RCMP members spent 174 hours providing policing services to the Town of Alberton and Responded to 24 calls for service.

4 - Traffic Complaint, 4 – Off-Highway Vehicle Act complaint, 2 – Disturb the peace, 2 – Assist general public, 1 – Dangerous operation, 1 Motor vehicle collision, 1 – Theft under \$5000, 1 – Impaired driving, 1 – Uttering threats, 1 – Drug Trafficking, 1 – Assist Provincial Agency, 1 – Mental Health Act, 1 – Wellbeing check, 1 – 911 Act, 1 – Fire Prevention Act, 1 – False alarm.

Following is a breakdown of the Provincial Statutes for the month: 3 – Speeding Violations and 3 - Written Warnings.

Members conducted a traffic check stop during the month and checking over 25 vehicles. No charges were issued.

## CAO REPORT APRIL 10, 2018 TO MAY 14, 2018

Prepared financial statements, collected sewer revenue, made deposits and other day to day office duties.

Fire contracts were received back before the March 31<sup>st</sup> deadline from Alberton Fire District and Greenmount/Montrose for fire service for January 1, 2018 until March 31, 2019. They have both made payments for January 1 to March 31, 2018 but the contract for service and payment have not been received from Northport.

On April 1<sup>st</sup> I attended an Election Training session from 2-4 p.m. at Access PEI in O'Leary. An Election Bylaw will have to be adopted by August 7, 2018 and is currently being developed by Municipal Affairs. I called and as the bylaw is still not ready the deadline may be extended.

On April 12, 2018 Lots 10-35 and 10-48 in the Emma Drive subdivision were sold.

On April 12, 2018 the window in the library was broken by a rock.

On April 23, 2018 Douglas Doucette started under an Employment Development Agency program for 12 weeks.

On April 25, 2018 Garth and I met with Janeen from Stantec regarding the upgrades to be done at the lagoon under the Gas Tax Municipal Strategic Component funding that was approved last year. The project is running slightly behind due to issues finding a supplier for flow monitor equipment.

On April 26, 2018 I attended a Community Partnership meeting at Western Hospital from 9:30 am to noon which was facilitated by Rod Stanley. At the meeting I met the Manager, Primary Care Network West Prince and I asked for her email address and sent her brochures and street map for the town.

On April 27, 2018 at 3:00 p.m. Mayor Murphy, Garth, Ellen Rennie and I met with Mark Carr-Rollitt, Co-Manager with PEI Association for Newcomers to Canada to discuss a Multicultural Festival to be held in Alberton on Sunday, July 22<sup>nd</sup> from 2 – 10 p.m. The event will include local performers, band and food vendors.

May 5, 2018 at 9:30 a.m. very pleased to have a potential doctor visit town hall for a visit, I was able to give him a package of brochures and materials about the town and area.

May 10, 2018 from 6-8 p.m. Garth and I collected registration for Active Start, softball and soccer with numbers down a bit from last year but registrations will still be accepted.

May 14, 2018 submitted the AER's for the CIP and MSC to the Infrastructure Secretariat before the May 16<sup>th</sup> deadline.