



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

**HELD MONDAY, MARCH 11, 2019 AT 7:00 P.M.**

The regular council meeting was held Monday, March 11, 2019 at 7:00 P.M. with Mayor Gordon presiding and Councillors Blair Duggan, Kelly Williams, Claudia Gallant and Connie Bernard also present Eric McCarthy-Journal Pioneer, Jillian Trainor-West Prince Graphic, Frances Ready, Alan Curtis, Sergeant Gill and staff Susan Wallace-Flynn.

### **CALL TO ORDER**

Mayor Gordon called the meeting to order and welcomed the public, RCMP and the media.

### **DECLARATION OF CONFLICT OF INTEREST**

Mayor Gordon declared a conflict for the chain of office.

### **APPROVAL OF AGENDA**

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

### **ADOPTION OF MINUTES**

**The motion was made by Councillor Connie Bernard, seconded by Councillor Duggan and carried for approval of the minutes from the regular council meeting held February 11, 2019, public financial plan meeting February 20, 2019, public rezoning meeting February 26, 2019, special council meetings February 26<sup>th</sup> and 27<sup>th</sup> 2019.**

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

Nil

### **PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS**

Alan Curtis from St. Anthony's Legion Cenotaph Committee said they received a Heritage Activity Award for the banners they put up for Remembrance Day and would like to do it again this year for two weeks, commemorating World War 2 veterans.

### **READING OF CORRESPONDENCE**

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

A request was received from Community Safety Net for a donation for Fire Safety books.

**The motion was made by Councillor Connie Bernard, seconded by Councillor Gallant and carried to donate \$100.00 to Community Safety Net.**

Councillor Williams returned to the meeting.

A letter was received from Health PEI in reply to the letter regarding closures of Western Hospital.

Letters were received from M.E. Callaghan students regarding the Great Pacific Garbage Patch. Councillor Williams read a letter from a student.

A letter was received from the Department of Communities, Land and Environment regarding an increase of 4.25% in the equalization grant for 2019-20.

A letter was received from Hyndman Insurance Group Ltd. regarding a national home town program from Cowan for possible funding up to \$5,000.00.

**The motion was made by Councillor Connie Bernard, seconded by Councillor Williams and carried to apply for a grant from Cowan.**

## **REPORTS FROM STANDING REPORTS**

### **POLICE**

Sergeant Gill read the police report as he had to leave to attend another meeting. During the month of February RCMP members spent 78 patrol hours in the town and responded to 17 calls for service which are broken down as follows: 3-Mental Health Act, 2-Theft, 2-Traffic complaint, 1-Motor vehicle collision and 1-Drug trafficking, 1-Sexual assault, 1-Uttering threats, 1-Assist Provincial Agency, 1-911 Act and 5-False alarm.

Councillor Gallant said just 78 patrol hours in a month is not enough and is continuing to decline. Sargent Gill said that the hours are not accurate, there is a shortage of manpower and that they are down 50% in manpower with a lot of the members off on long term sick leave. Councillor Gallant said that there is a decrease in hours and an increase in the rates. He said that the town should discuss the rates with the province.

### **FINANCE**

**The motion was made by Councillor Duggan, seconded by Councillor Gallant and carried to pay bills in the amount of \$51,164.28.**

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

## **RECREATION AND COMMUNITY INVOLVEMENT**

Councillor Williams read the Events Report for February (see attached) and the library report (see attached). On March 5<sup>th</sup>, Councillor Williams attended the Here to Stay in West Prince at Mill River, a program for newcomers. Councillor Williams has heard from the public requesting that the town hire a fulltime recreation director. She has received complaints that there was no winter carnival in Alberton and not a lot going on and a few people would like to sign a petition. She congratulated Alberton kids playing on hockey teams and said that they are doing very well. She also spoke to Minister Pat Murphy and he said that if the town hosted a banquet for the hockey teams that he would pay 50%. The details would have to be worked out. The Mayor said that the teams look after their own banquet and he will give them Councillor Williams telephone number.

#### **ENVIRONMENT**

Councillor Cahill was working and the Environment report was not available.

#### **SIDEWALKS AND STREETS LIGHTS**

Councillor Donald Bernard was away with a family emergency.

#### **ECONOMIC DEVELOPMENT**

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

#### **FIRE AND POLICE**

Councillor Gallant said that the RCMP officer already gave the police report. She said the 78 hours reported is getting extremely low and we need to have police presence and that as a council they have to watch that 78 hours in a month is not enough and that the rate has gone up.

Councillor Gallant read the fire report (see attached).

#### **CAO REPORT**

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

If the application for the Municipal Strategic Fund is approved for the lagoon UV light and sludge council would have to commit the Direct Allocation Gas Tax until 2023-24 and would have to finance the money until the funds arrived.

**The motion was made by Councillor Williams, seconded by Councillor Gallant and carried to continue with the Municipal Strategic Fund application for the lagoon UV light and sludge removal.**

Councillor Williams left the room for the next item.

**The motion was made by Councillor Gallant, seconded by Councillor Bernard and carried to approve the quotation form for the fire cab and chassis for the fire department.**

Councillor Williams returned to the meeting.

**The motion was made by Councillor Connie Bernard, seconded by Councillor Gallant and carried to apply for the FCC AgriSpirit Fund for the fire department.**

**The motion was made by Councillor Connie Bernard, seconded by Councillor Duggan and carried to fill out an application for ICIP funding for Jacques Cartier Memorial Arena Inc. and that it be Priority 1.**

**The motion was made by Councillor Connie Bernard, seconded by Councillor Williams and carried to apply for Rural Job Initiative for an office worker for reception.**

Mayor Gordon left the room due to a conflict of interest. Councillor Duggan took the chair and said that the Mayor Gordon's granddaughter would like to borrow the chain of office for a day for the Heritage Fair.

**The motion was made by Councillor Connie Bernard, seconded by Councillor Gallant and carried to allow the chain of office to be borrowed for the Heritage Fair.**

Mayor Gordon returned to the meeting.

A letter was received from the West Prince Chamber of Commerce with a request to join at a cost of \$115.00.

**The motion was made by Councillor Williams, seconded by Councillor Duggan and carried to join the West Prince Chamber of Commerce.**

#### **RECOMMENDATIONS FROM THE PLANNING BOARD/PROPERTY DEVELOPMENT APPLICATIONS**

Nil

#### **INTRODUCTION OF NEW BUSINESS**

Real Estate proposals

Name	Price
Royal LePage (Perry Batten)	\$1,100.00 commission
Parker Realty (Gary Locke)	\$2,000.00 commission
Royal LePage Country Estates (Joel Brennan)	\$1,500.00 commission
Century 21 Northumberland (Don Murphy)	\$1,500.00 commission

**The motion was made by Councillor Williams, seconded by Councillor Connie Bernard and carried to go with Royal LePage, Perry Batten at \$1,100.00 commission to sell lots in the Emma Drive subdivision.**

#### **APPROVAL OF BUDGETS**

**The motion was made by Councillor Duggan, seconded by Councillor Connie Bernard and carried to approve the budget for April 1, 2019 to March 31, 2020 with revenue and expenditures in the amount of \$804,644.00 for the general operating account and revenue and expenditure in the amount of \$147,454.00 for the sewage account.**

**The motion was made by Councillor Duggan, seconded by Councillor Gallant and carried to set the tax rate for 2019-2020 at \$0.56 for non-commercial and \$1.05 for commercial.**

Councillor Duggan noted that the tax rate remains unchanged.

**The motion was made by Councillor Duggan, seconded by Councillor Connie Bernard and carried to give Jacques Cartier Memorial Arena Inc. a grant in the amount of \$5,000.00 after the Bylaw to Establish Municipal Grants has been adopted.**

**The motion was made by Councillor Duggan, seconded by Councillor Williams and carried to give Jacques Cartier Memorial Arena Inc. a special grant in the amount of \$10,000.00 to assist with renovations 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, a copy of the invoice when renovations are completed and after the Bylaw to establish Municipal Grants has been adopted.**

**The motion was made by Councillor Duggan, seconded by Councillor Gallant 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 and after the Bylaw to Establish Municipal Grants has been adopted.**

**The motion was made by Councillor Duggan, seconded by Councillor Connie Bernard and carried to give a grant to Alberton Community Development Corporation Ltd. in the amount of \$1,500.00 after they submit a copy of their current financial statement from their last fiscal year and after the Bylaw to Establish Municipal Grants has been adopted.**

**The motion was made by Councillor Duggan, seconded by Councillor Connie Bernard and carried to give a grant to the 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 and after the Bylaw to Establish Municipal Grants has been adopted.**

**The motion was made by Councillor Duggan, seconded by Councillor Williams and carried to give the 2 fulltime staff a raise in the amount of 2%.**

**The motion was made by Councillor Duggan, seconded by Connie Bernard and carried to approve 1 year and 5 year capital plan and Municipal Capital Asset Management Plan.**

**The resolution was made by Councillor Duggan, seconded by Councillor Bernard and carried to earmark Direct Allocation Gas Tax for 2019-24 for the subdivision and lagoon.**

**The motion was made by Councillor Williams, seconded by Councillor Connie Bernard and carried to apply for summer students.**

#### **INQUIRIES BY MEMBERS OF COUNCIL**

Councillor Gallant read the last part of the letter received from the M.E. Callaghan students and said it was important to send a letter to thank them for their ideas and tell them we appreciate their input on such an important issue.

#### **INTRODUCTION AND READING OF BYLAW TO ESTABLISH MUNICIPAL GRANTS**

**The resolution was made by Councillor Connie Bernard, seconded by Councillor Duggan and carried to accept the second reading of the Bylaw to Establish Municipal Grants 215-11-2019.**

**The resolution was made by Councillor Connie Bernard, seconded by Councillor Williams and carried to approve the Bylaw to Establish Municipal Grants 215-11-2019.**

**The resolution was made by Councillor Duggan, seconded by Councillor Gallant and carried to formally adopt the Bylaw to Establish Municipal Grants 215-11-2019.**

**The resolution was made by Councillor Duggan, seconded by Councillor Williams and carried to accept the second reading of the Bylaw to Regulate the Proceedings of Council 219-10-2019.**

**The resolution was made by Councillor Gallant, seconded by Councillor Duggan and carried to approve the 2<sup>nd</sup> reading of the Bylaw to Regulate the Proceedings of Council 219-10-2019.**

**The resolution was made by Councillor Bernard, seconded by Councillor Williams and carried to formally adopt the 2<sup>nd</sup> reading of the Bylaw to Regulate the Proceedings of Council 219-10-2019.**

#### **ADJOURNMENT**

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

## **Events Report for February 2019**

On February 28th and March 1st, the Town of Alberton hosted the Flash Photo Festival at Alberton Town Hall. The event attracted the participation of 12 local photographers and was attended by more than 50 people over the two nights. The photographers were extremely enthusiastic to repeat the festival again next year, with some offering their assistance to encourage more participants to enter.

The Main Street fence has also been updated to acknowledge March's arrival like a lion and the celebration of St Patrick's Day.

### **Alberton Public Library Monthly Report**

Reporting to: Councilor Kelly Williams  
Period: Month of February 2019

Operations: Garth is doing his best to keep up with the snowstorms!!

Programs: February has been bombarded with snowstorms and storm closures so programs have had to be cancelled or postponed. On the plus side, borrowing snowshoes has seen an increase!

Please see the attached for the yearly annual report for Alberton, compiled by the Provincial library Services.

Planning: The main focus is March Break and Wednesday March 20 is a "Crafternoon" from 1-3 pm and crafting with a (toilet) paper roll challenge and on Friday March 22 from 1-3 pm there is supersized fun with giant board games of snakes and ladders, connect four and tic tac toe.

Kelly Gillis  
Branch Technician  
Alberton Public Library

### **Alberton Public Library Annual Report**

- 1,886 people have Alberton library cards.
- 166 programs were offered and attended by 588 people.
- Provided 401 computer sessions
- 11,507 books, DVDs, CDs, magazines were checked out.
- 10 children registered in the library's 2018 TD Summer Reading Program. 21 activities were held and attended by 46 children.
- Computer use is up by 42% over 2017.

\*Stats from January 1 – December 31, 2018

## **Economic Development Report**

I'm sure you all heard about the Great news for Alberton. Our PEI government is contributing \$270,000 in construction and operating grants. Twelve affordable housing units to be built by GEM apartments Ltd. in Alberton – 8 designated for seniors, 4 for families. Rent is not more than 25% of their income and our government will ensure the units remain affordable. For anyone wanting to apply, applications are available at Access PEI or online.

The Town of Alberton is pleased to announce that we have some new lots for sale on Emma Drive in our beautiful subdivision. Each lot will sell for \$15,900, plus real estate fees. The lots will be up for sale after the street is paved and survey plan is complete.

### **Municipal Property Tax Incentives**

For home builders, for a period of three years, newly constructed homes built in the town will be exempt from municipal property taxes to commence when construction is completed. The deadline for the refund for the tax incentive for new homes will be six months after the three years are up. This policy is effective 13 March, 2017.

Any new residential construction within the Emma Drive subdivision will be exempt from municipal property taxes for a period of seven years. Construction must be started within 12-18 months of purchase of the lot. This policy is effective 13 March, 2017

Any newly constructed business will be exempt from municipal property taxes for a period of two years to commence when construction is completed or with the purchase of an existing business. The applicant must meet all Provincial regulations and Town bylaws. The applicant must submit an application before construction begins. This does not apply to residential rental units.

To apply for the tax exemptions, please contact the town office.

### **Monthly Fire Report February 2019**

- Fire Calls: MFR – 10, MVC – 3, Flue Fires – 2, Vehicle Fire – 1, Structure Fire – 1 Total: 17
- Training: In February the AFD held 2 training sessions, 2 fire training. On February 5 2019, the department has received permission to use an abandoned house on the Mill River East RD for training. Various search and rescue scenarios were conducted, On February 26 2019, another training session was held at the training house, various rescue techniques used if a firefighter becomes trapped or disoriented.
- New equipment: 2 pairs of structural firefighting Gloves, 2 flash hoods, 1 pair of extraction gloves and 1 helmet
- As previously mentioned the AFD is actively working on replacing our 1989 ford tanker. We have been speaking with various builders. I misspoke in my last report we are putting together a specification package for the new tanker, not taking quotes as it has not yet gone out to tender. We are moving along.

### **CAO REPORT FEBRUARY 11, 2019 TO MARCH 11, 2019**

I made deposits and other day to day office duties also prepared financial statements for general and sewer accounts including balance sheet, income statement and trial balance.



On February 12<sup>th</sup> I attended a session at Rural Action Centre with facilitator Libby Shaw from Cox & Palmer entitled Lien on Me: buying and mortgaging lands and its challenges.

On February 14<sup>th</sup> I attended the annual meeting with Alberton Fire District, Greenmount/Montrose and Northport to discuss the rate for 2019-2020 and the service.

On February 16<sup>th</sup> Mayor Gordon and I met with Mark from Hyndman's to review and sign the insurance policy.

February 20<sup>th</sup> at 7:00 p.m. public meeting to receive input from the public on the financial plan for 2019-20.

On February 22<sup>nd</sup> took Red Cross Emergency First Aid and CPR training.

February 26<sup>th</sup> at 6:30 p.m. public meeting regarding rezoning request followed by a special council meeting at 7:00 p.m. for 1<sup>st</sup> reading of the zoning bylaw amendment and Official Plan Map amendment.

February 27<sup>th</sup> at 11:00 a.m. special council meeting for 2nd reading of the zoning bylaw amendment and Official Plan Map amendment. Following the meeting I prepared a package for government including copies of the ads, Zoning and Official Plan amendments, minutes from the Planning Board, public meeting and 3 council meetings. I arranged for rental of propane tanks for the fire hall generator.

February 28<sup>th</sup> at 10:00 a.m. attended the presentation from Michelle at MRSB on the Jacques Cartier Memorial Arena financial statements for year ended September 30, 2018 and from 2-4 p.m. attended a Municipal Information Session on Financial Plans and Council Orientation at Holland College in Alberton.

March 1<sup>st</sup> met with the fire chief he had the specifications ready for the new truck and met with a potential developer regarding the property development permit process.

March 4<sup>th</sup> and 6<sup>th</sup> worked numbers for Municipal Strategic Fund application for the lagoon UV light and sludge and if approved would have to commit the Direct allocation gas tax until 2023-24 and would have to finance the money until the funds arrived. **Please let me know by a motion if you wish to continue with the application.**

March 7<sup>th</sup> finished the request for quotations for fire cab and chassis and contacted the procurement office to find out steps needed to advertise the quotation request. **Please make a motion if you approved the quotation form please note the deadline for quotations and supply date.**

The FCC AgriSpirit fund is now open for applications I notified the fire chief and he is getting a list **in order to apply a motion is required.**

The ICIP is now open for applications and the arena may be eligible but **this would also require a motion to proceed as it is owned by the town and also what priority.**  
**Need a motion** to apply for Rural Job Initiative for 14 weeks for funding up to 75% for reception office.