



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

**HELD MONDAY, APRIL 8, 2019 AT 7:00 P.M.**

The regular council meeting was held Monday, April 8<sup>th</sup>, 2019 at 7:00 P.M. with Mayor Gordon presiding and Councillors Connie Bernard, Donald Bernard, Claudia Gallant and Blair Duggan present also Sergeant Gill, Jillian Trainer-West Prince Graphic, Frances Ready, Jim Smith, Mrs. Shirley Phillips and staff Susan Wallace-Flynn.

### **CALL TO ORDER**

Mayor Gordon called the meeting to order and welcomed town residents, RCMP and the Graphic.

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

Nil

### **APPROVAL OF AGENDA**

**The motion was made by Councillor Blair Duggan, seconded by Councillor Connie Bernard and carried for the approval of the agenda with the addition of a closed meeting to discuss a financial matter and subdivision plan.**

### **ADOPTION OF MINUTES**

**The motion was made by Councillor Claudia Gallant seconded by Councillor Donald Bernard and carried to approve the minutes from the last regular council meeting held March 11, 2019.**

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

Nil

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

Shirley Phillips stated that she lives at 460 Church Street next to an apartment that has a lot of garbage. Councillor Gallant left the room due to a conflict of interest. Mrs. Phillips said that there were only 4 garbage cans and she heard there were 19 living in the building. She is not sure if that is enough cans and she is afraid of rats this summer. She said she never met the owner but heard he doesn't look after the buildings he owns and said that man gets away with whatever he wishes to do.

Councillor Cahill arrived at the meeting.

Mrs. Phillips said that the problem is that there is no one to enforce the by-laws and why not get one person for the entire Province. She said she already picked 2 bags of garbage off her lawn. Mayor Gordon thanked Mrs. Phillips for attending the meeting and said he would check with Waste Watch on the number of carts. Mrs. Phillips left the meeting.

Councillor Gallant returned to the meeting.

#### **READING OF CORRESPONDENCE**

A letter was received regarding a top up to the gas tax funding for one year only. A letter was received from the Borden-Carleton Town Council with concerns about the staffing issues and lack of policing presence that was originally agreed on in our contracts. They requested a letter of support be sent to the Department of Municipal Affairs and the Provincial Government to award the RCMP Detachments additional funding to hire four (4) constable positions.

**The motion was made by Councillor David Cahill seconded by Councillor Claudia Gallant and carried to send a letter of support as requested by the Town of Borden-Carleton to the Department of Municipal Affairs and Provincial Government to request four additional RCMP Constables.**

#### **REPORTS FROM STANDING COMMITTEES**

Sergeant Gill read the RCMP report. During the month of March, members spent 116 patrol hours in the town and responded to 16 calls for service which included - 2-Disturbing the peace, 2-911 Act, 1-Assault, 1-Assault with a Weapon, 1 Theft, 1- Impaired driving, 1- Harassing communication, 1-Mischief, 1-Trespass Act, 1-Crime prevention and 4-False alarm.

A letter was received from Garth Davey, Rural Beautification to request a donation of \$ 101.00.

Councillor Williams arrived at the meeting.

**The motion was made by Councillor Kelly Williams, seconded by Councillor Claudia Gallant and carried to amend the By-Law to establish the Municipal Grants and to donate \$101.00 to Rural Beautification.**

Councillor Claudia Gallant reported for fire (see attached).

Councillor Connie Bernard had nothing to report for economic development.

Councillor Donald Bernard had nothing new to report for Sidewalks and Street Lights except 38 Dufferin Street which is later on the agenda.

Councillor David Cahill reported for Environment he said the Westech appeal hearing is scheduled for May 28<sup>th</sup> and 29th.

Councillor Williams reported for Recreation and Community Involvement. Councillor Williams thanked Garth for the photo Festival he had last month. She read the Library and Recreation reports (see attached).

Councillor Blair Duggan reported for Finance.

**The motion was made by Councillor Blair Duggan seconded by Councillor Kelly Williams and carried to pay bills in the amount \$76,254.22.**

Financial statements including balance sheet, income statement, and trial balance for the sewer account were distributed.

### **REPORT FROM CAO**

Susan read the CAO report (see attached).

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

A property development application was received from GEM Apartments Ltd. for a 12 unit multi-family apartment building on Elder Street. The stamped plans are here from the architect for the foundation but not ready for the rest of the building.

**The motion was made by Councillor Blair Duggan, seconded by Councillor Donald Bernard and carried for approval in principle the property development application from GEM Apartments Ltd. for a 12 unit apartment pending the remainder of the stamped plans from the architect.**

A property development application was received from GEM Apartments Ltd. for a new roof at 450 Main Street.

**The motion was made by Councillor David Cahill seconded by Councillor Connie Bernard and carried to approve the property development application from GEM Apartments to redo the roof at 450 Main Street.**

### **INTRODUCTION OF NEW BUSINESS**

Councillor David Cahill and Councillor Kelly Williams left the room due to a conflict of interest on the next item. Mayor Gordon read the two fire truck tenders that were received from Mic Mac Fire and Safety Ltd. \$420,296.00 including taxes and Helie Trucks Inc. for \$264,155.00 including taxes.

**The motion was made by Councillor Claudia Gallant seconded by Councillor Blair Duggan and carried to approve the tender for the lowest price from Helie Trucks Inc. for \$264,155.00 including taxes.**

**The motion was made by Councillor Claudia Gallant seconded by Councillor Donald Bernard and carried to get rates for the best interest for the fire truck loan.**

Councillor David Cahill and Councillor Kelly Williams returned to the meeting.

There is a sidewalk issue at 38 Dufferin Street and complaints of the yard filling in with water due to the sidewalk being higher than the yard. Councillor Donald Bernard looked into it and said there are two options to get a couple of loads of gravel at \$30.00 a ton or take the sidewalk out and slope it down to the road which would require three sections of sidewalk to be removed.

**The motion was made by Councillor Blair Duggan seconded by Councillor Kelly Williams and carried to tear up three sidewalk pads and redo it with a slope in front of 38 Dufferin Street.**

Other areas will be checked for sidewalk work and then we will invite tenders.

A request was received to rent the ball field for one time usage for a birthday party.

**The motion was made by Councillor David Cahill, seconded by Councillor Connie Bernard and carried in lieu of rent for the ballfield to show proof of liability insurance with the town named as additional insured for the event.**

Council discussed having duplexes in the new subdivision.

**The motion was made by Councillor Kelly Williams seconded by Councillor Blair Duggan and carried to set up the middle row in the subdivision for duplexes.**

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

Nil

#### **INTRODUCTION AND READING OF BYLAWS**

Nil

#### **CLOSED MEETING**

**The motion was made by Councillor Connie Bernard seconded by Councillor Kelly Williams and carried to go to a closed meeting to discuss a financial matter.**

**The motion was made by Councillor Blair Duggan seconded by Councillor David Cahill and carried to return from a closed meeting.**

#### **ADJOURNMENT**

**The motion was made by Councillor Kelly Williams seconded by Councillor Claudia Gallant and carried to adjourn the meeting.**

### Monthly Fire Report March 2019

- Fire Calls: MFR – 7, Fire Alarms – 4, Flue Fires – 1, Structure Fire – 1 Total: 14
- Training: In March the AFD held 2 training sessions, 2 fire training. On March 5 2019, training was at our training house on the Mill River East RD. We covered basement fires as well as ventilation techniques.  
On March 26 2019, training was held again at the training house. We performed various scenarios using transitional attacks as well as a few MAY DAY drills.
- New equipment: Nothing this month,
- The AFD is pleased to announce that our generator has been installed by Gaudet’s Electrical Services Ltd. And is up and running. We hope that this will help us better serve our community and surrounding areas during extended power outages in the future.
- As per the council meeting, tenders on the new tanker went out. Closing date for the tenders was on April 5 2019, upon review of these tenders it is the Alberton Fire Departments recommendation that we go with the tender from Hellie Fire Trucks in Mt Jolie, Quebec. We also request that the 10,000.00 donation made by the Alberton Firefighters Club Inc. as well as a large percentage of the money held in reserve by the town of Alberton for truck replacement go towards the purchase of the tanker truck.  
We would like to take the opportunity to thank Susan Wallace Flynn for all her hard throughout this process. As well thank you to our town council and our outside service area for working together to make this a reality.

Submitted by: Chief Shannon Dumville

Alberton Fire Department

### Alberton Public Library Monthly Report

Reporting to: Councillor Kelly Williams  
Period: Month of March 2019

#### Operations:

Everything is going well; all issues have been dealt with quickly; heat pump is performing well.

#### Programs:

March Break events had a good response for both crafts and game days.

#### Ahead:

April is centred around Earth day and Spring events. There is a recycled book folding craft for adults on April 5 and 12<sup>th</sup> and a earth day craft for children on April 20<sup>th</sup>. There is a local author book launch and reading by Angel Jendrick, releasing her second book on April 30<sup>th</sup>. Happy spring!

Kelly Gillis  
Branch Technician, Alberton Public Library  
Parks and Recreation Report March 2019

During the month of March the Town hosted a snowshoeing event on the French Lane. Children and adults alike enjoyed learning to snowshoe and how to identify different trees and birds in nature on the way down to the shore and back. After gathering up firewood, campfire safety was taught, followed by a hunt for the perfect hotdog and marshmallow roasting sticks. The kids especially enjoyed burying the campfire in snow and performing a dance routine that we called the Smokey Bear Stomp.

Work on ball and soccer registration is currently underway and will be finalized this week after a scheduled meeting for the Town organized by Go-West, Fees, dates and structures will be confirmed at this time and posted online following.

Main street fence has been updated to reflect April with further additions as Easter approaches.

### **CAO REPORT MARCH 12, 2019 TO APRIL 8, 2019**

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

March 12<sup>th</sup> got the invitation for quotations for the fire cab and chassis put on the government procurement site. I submitted the application for a worker under the RJI program.

March 13<sup>th</sup> Applied for summer students and completed the CIP form for gas tax Direct Allocation for the lagoon project and uploaded the budgets to the government.

March 14<sup>th</sup> gathering invoices and costs for the capital asset plan.

March 15<sup>th</sup> started applying for funding for the arena with the rink manager spent 3 ½ hours and application is still not complete. Our computer is too outdated to download all the necessary applications needed. Spoke to developer regarding details of a property development application. Received approval for RJI worker to start March 18<sup>th</sup> for 40 hours per week for 14 weeks funded 75%.

March 18<sup>th</sup> finished the application for the arena. Called CRA to report the change in year-end date under the new Municipalities Act. This is a complicated process and I started in January and have to call back in 3-5 business days to complete it. Wanda LeClair was approved under the RJI application we submitted for 14 weeks to work in the reception office funded at 75%.

March 19<sup>th</sup> worked on Capital Assessment Management file.

March 20<sup>th</sup> ordered t-shirts etc. for soccer from Timbits for the summer. Applied and received the fishing preserve license for the town pond.

March 22<sup>nd</sup> attended an information session at Mill River Resort on Investing in Canada Infrastructure Program. Applied for Cowan funding.

15 years ago in March Kevin Gillis launched the town website and has been upgrading and maintaining it ever since. This is a wonderful service Kevin does for the town. In March this year he set us up with a Twitter account which can be used to advertise special meetings and other information to the residents.

March 27<sup>th</sup> got a call from the librarian that she heard water dripping Garth was on vacation so I went over and there were two pinholes in a water pipe so I called a plumber. I received a call about wires hanging down that damaged the globe on the street light in front of the Bargain Nook. I called Bell Aliant to have the wires fixed and Backyard Tree & Property Services to fix the globe. I completed the AgriSpirit application for the fire department. All applications will receive a response in August.

April 2<sup>nd</sup> attended the PEI Shellfish Working Group meeting organized by the Department of Environment and Alberton was on the agenda regarding the upgrades to the lagoon and planned discharge to complete the upgrades which were put on hold last year due to delays getting the permit for the planned discharge. I am not sure if we are much further ahead from the last meeting I attended on October 30, 2018. One positive outcome from the meeting was that I was able to meet the President of PEI Shellfish Association and received a letter of support from the association for the upgrades. This is the project that we were very fortunate to get approved for funding, however I am **very, very concerned** that if we soon do not get the Certificate of Approval from the Department of Environment that this work will not be completed, as the delay is causing serious issues for the contractor. Our engineer has already presented the Department of Environment with 3 different plans and still no approval.

Completed paperwork to received funding for fire generator and for Wanda under RJI program for last 2 weeks of March. The fire generator is installed and ready for use.

April 5<sup>th</sup> at 11:00 a.m. was the closing for the fire truck tender and two tenders were received, copies are in your packages.

April 8<sup>th</sup> at 11 am Mayor Gordon met with Ryan English Manager, CIBC in Charlottetown he asked to be considered for any future loans.

I spoke to Mark Willson, Vice President, Hyndman Insurance Group Ltd. regarding the request to rent the ballfield as this is number 5 under New Business and this is his response -

Anyone who wants to rent your facilities/land should provide the following:

1. A certificate of insurance showing evidence of liability insurance covering their event.
2. The Town should be named as an additional insured.
3. You should be provided with 30 days' notice of cancellation or material change.

The Latter is probably not required if the event is only a day or a few days.