



MINUTES FOR REGULAR COUNCIL MEETING

HELD MONDAY FEBRUARY 10th AT 7:00 P.M.

The regular council meeting was held Monday February 10th, at 7 p.m. with Mayor Gordon presiding. Also in attendance were Deputy Mayor Duggan, Councillor Adams, Councillor Curtis, Councillor William, Councillor Murphy, Councillor O'Brien and CAO Donna Thomson. In attendance as well were reporters Jillian Trainor for the West Prince Graphic and Jimmy Smith, resident.

CALL TO ORDER

Mayor Gordon called the meeting to order and welcomed everyone to the meeting.

DECLARATION OF CONFLICT OF INTEREST

Mayor Gordon read out the conflicts for council: Councillor Williams for Fire, Councillor O'Brien for Hospital, Councillor Adams and Councillor Murphy for item H (ii) on the agenda being the rezoning for Dufferin and Howlan St and Councillor Curtis for item H(iii) on the agenda being Variance Amendment for 461 Church St.

APPROVAL OF AGENDA

The motion was made by Councillor O'Brien and seconded by Councillor Williams for the approval of the agenda. The motion to approve was carried.

ADOPTION OF MINUTES

Mayor Gordon called for a motion to adopt the minutes from the January 13th Regular council meeting and the minutes from the Planning Board meeting held February 10th. Councillor Curtis made the motion to accept the minutes and it was seconded by Councillor O'Brien –and the motion carried.

BUSINESS ARISING FROM THE MINUTES

We approached Donna Johnson to ask if she would consider doing bi-weekly visits to Alberton. She advised biweekly wouldn't work with the rest of her schedule. She did offer a 5 hour a week option, but with travel time included, it would only be about 2 hours in the town. The cost would be \$150 a week (\$30 /hour), or \$7800.00/year.

Mayor Gordon did speak again with the Mayor of O'Leary and he was taking it back to his council.

Deputy Mayor Duggan said this should be addressed when we are planning the budget for 2020-2021 now that we have the amount. Councillor Williams said she thought it would be a good idea in the long run. It was decided to defer this and see if we can fit it into our new budget.

PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS

Nil for this month

READING OF CORRESPONDENCE

Letter from PEIFM re fees increase

1 Kirkdale Rd,
Charlottetown, PE
C1E 1R3



Tel : 902-566-1493
Fax : 902-566-2880
Website: fpeim.ca

MEMORANDUM

To: Donna Thomson, Town of Alberton
From: John Dewey, Executive Director
Date: February 3, 2020
Subject: FPEIM Membership Dues for 2020-2021

The FPEIM Board has approved an increase in membership dues of 1.3 percent, which is based on the increase in the Consumer Price Index.

The membership dues for the Town of Alberton for 2020-21 will be \$2133.14 plus HST. An invoice will be forwarded to your municipality in the coming weeks.

You Federation represents more than 90 percent of the municipal population. Our members give the Federation a strong voice as we work to shape provincial legislation, policies and programs. Together, we are making a difference for municipal governments and the citizens they serve.

If you have any questions concerning your dues or any matter, please contact the FPEIM office.

Thank you,

John

Letter from Phillips Residence Auxiliary

**** to be added to the budget requests****

Alberton, PE
January 31, 2020

Dear Friend,

The ladies of the W.J. Phillips Residence Auxiliary try very hard to keep the residents happy and comfortable in their home away from home. We have bingo games and provide the prizes, give treats at Hallowe'en, purchase appropriately decorated cupcakes for special events such as Mother's and Father's Days, Valentine's, Hallowe'en, St. Patrick's, and Easter. In addition, we supply Christmas presents and treats for every resident. Also, we make a substantial donation toward outings during the summer and at Christmas to see the local lights. Furthermore, the auxiliary contributes a generous amount of money towards the rental of a tent for the Open House during the summer. Additionally, at least one member of the auxiliary assists in getting residents to the church service each Thursday. As well, each year we like to give each employee a gift card to thank them for their kindness to the residents. With your financial help, we would like to be able to continue providing things and events that will make the residents' stay even more delightful.

We appreciate and thank you for your financial contributions in the past and look forward to your generosity in the future.

The present auxiliary members are Vaunda Richard, Verna Callbeck, Georgie Wallace, Margie Stewart, Connie Carpenter, Helen Wallace, Phyllis Matthews, Janet Fredette, Shirley Wallace, Laurie Caldwell and Leona Lane. New members are welcome. We meet the third Monday of the month at 10:00 am (excluding July, August, and December) at the Phillips Residence.

If you, your family or friends wish to make a donation, please make cheques payable to

The W.J. Phillips Residence Auxiliary
c/o Shirley Wallace, PO Box 425, Alberton, PE C0B 1B0
Receipts will be issued.

Yours truly,



Shirley Wallace, Secretary
W. J. Phillips Auxiliary

Gas Tax Letter from Province



Transportation,
Infrastructure
and Energy

Infrastructure Secretariat

75 Fitzroy Street, 3rd floor, Suite 301
PO Box 2000, Charlottetown
Prince Edward Island
Canada C1A 7N8

Transports,
Infrastructure
et Énergie



Secrétariat de l'infrastructure

75, rue Fitzroy, 3^e étage, Suite 301
C.P. 2000, Charlottetown
Île-du-Prince-Édouard
Canada C1A 7N8

January 28, 2020

Ms. Donna Thomson, CAO
Town of Alberton
3 Emma Drive
P.O. Box 153
Alberton, PE C0B 1B0

Dear Ms. Thomson:

The Infrastructure Secretariat is writing to you regarding the Municipal Capital Expenditures Grant (MCEG). The MCEG program is in its second year of operation, and we are taking this opportunity to remind all municipalities of the deadlines for submitting MCEG claims.

As you know, all MCEG claims must be submitted either in the fiscal year the expense was incurred or in the following fiscal year. For example, eligible capital expenses incurred during fiscal year 2017/2018 (April 1, 2017 to March 31, 2018) could have been claimed during either the 2017/18 fiscal year or the following fiscal year of 2018/19. In other words, the deadline to submit all claims for eligible expenses incurred in fiscal year 2017/2018 was March 31, 2019.

The Province recognized that March 31, 2019, was the first deadline for submitting MCEG claims, and excused some late claim submissions. The Province understands a number of factors were involved in submissions being late, including issues related to municipalities transitioning from calendar year versus fiscal year.

Infrastructure Secretariat is reminding everyone of the critical **March 31, 2020, deadline for submitting MCEG claims for expenses incurred in fiscal year 2018/19.**

In the future, the Province will not pay claims submitted after the applicable deadline.

We have received very few municipal claims for FY2018/19 to date, and are reminding municipalities that staff resources administering this program are limited. To facilitate prompt claim processing, we greatly appreciate municipalities submitting claims as soon as possible, rather than submitting claims in the final weeks or days before the deadline of March 31, 2020.

Sincerely,


Darlene Rhodenizer
Manager, Infrastructure Secretariat

www.gov.pe.ca/tir/infrastructure Email/Courriel : cpei-infrastructure@gov.pe.ca

Tel/Tél. : 902 620 3380 Toll-free/Sans frais : 1 888 240 4411 Fax/Télec. : 902 620 3383

The CAO explained that this is for the Gas Tax Claims. It looks like the former CAO had submitted most of the claims already, but Leah from MRSB is checking it over to make sure nothing was missed.

PLANNING BOARD RECOMMENDATIONS

- Due to the storm on Friday, the planning board met this morning to go over applications.

1. Recommendation from planning board to approve the application for GEM Apartments LTD. to put up another 12 unit apartment building located at 2 Oaklyn George Lane

Mayor Gordon called for a motion to accept planning board recommendations

Date: __ February 10th, 2020 _____

Moved by Councillor: Councillor Williams moved to accept recommendation and give a permit for the construction of a 12 unit apartment building on 2 George Oaklyn Lane

Seconded by Councillor: __ Councillor Curtis _____ **ALL WERE IN FAVOUR**

2. Planning board reviewed the application for subdivision and rezoning of 38 Howlan Street PID 31401. They recommend continuing the rezoning process.

****Councillor Murphy left the room for this item**.**

This was originally rezoned and subdivided in September, but Municipal Affairs returned it as the Ad for rezoning only ran 6 days instead of the 7 day requirement. We need to redo the Official Plan Resolution and the Bylaw amendments.

Council Meeting #1 –

Mayor Gordon called for a motion to approve or deny the first reading of the Official Plan Amendment for PID31401

Official Plan Amendment OPA # 2-2019 (Howlan street)

FIRST READING Date: __ February 10, 2020 _____

Moved by Councillor: ____ Deputy mayor Duggan made the motion to approve the reading

Seconded by Councillor: __ Councillor Williams _____ **All Were in Favour**

Whereas an application was received to subdivide and change the zoning of a portion of PID 31401 from Commercial (C1) to Single Unit Residential (R1) to allow for the PID to be subdivided into 2 lots, one remaining PID 31401 and one being 2019-1;

And whereas this application requires an amendment to the Official Plan Future Land use Map from Commercial to Low Density Residential;

Be it resolved that the Official Plan Amendment #2-2019 to amend the Official Plan Future Land Use Map be hereby read a first time.

Council Meeting #1 –

Mayor Gordon called for a motion to approve or deny and adoption of the Official Plan Amendment for PID31401

Official Plan Amendment OPA #2-2019 (Howlan St)

#2 – APPROVAL & ADOPTION OF FIRST READING

Date: ____ February 10th, 2020_____

Moved by Councillor: _____ Councillor O'Brien made the motion to approve and adopt the first reading

Seconded by Councillor: ____ Councillor Curtis ____ **All Were in Favour**

Whereas an application was received to subdivide and change the zoning of a portion of PID 31401 from Commercial (C1) to Single Unit Residential (R1) to allow for the PID to be subdivided into 2 lots, one remaining PID 31401 and one being 2019-1;

And whereas this application requires an amendment to the Official Plan Future Land use Map from Commercial to Low Density Residential;

And whereas this application received first reading at this council meeting;

Be it resolved that the Official Plan Amendment OPA#2-2019 to amend the Official Plan Future Land Use Map be hereby approved and adopted.

Development Bylaw Amendment #2-2019 (Howlan St)

Mayor Gordon called for a motion for the first reading of the Development bylaw Amendment for PID 31401

FIRST READING Date: __ February 10th, 2020__

Moved by Councillor: _____ Deputy Mayor Duggan made the motion to approve the first reading for the Development bylaw amendment.

Seconded by Councillor: _____ Councillor O'Brien _____ **All Were in Favour**

Whereas an application was received to subdivide and change the zoning of a portion of PID 31401 from Commercial (C1) to Single Unit Residential (R1) to allow for the PID to be subdivided into 2 lots, one remaining PID 31401 and one being 2019-1;

And whereas this application also requires an amendment to the Zoning Map (Appendix A of the Development bylaw);

Be it Resolved that the Development Bylaw Amendment #2-2019 be hereby read a first time.

Mayor Gordon called for a motion for the approval of the first reading of the Development bylaw for PID 31401

Development Bylaw Amendment #2-2019 (Howlan St)

APPROVAL OF FIRST READING DATE: February 10th, 2020

Moved by: Councillor Williams

Seconded by: Deputy Mayor Duggan **All Were in Favour**

Whereas an application was received to subdivide and change the zoning of a portion of PID 31401 from Commercial (C1) to Single Unit Residential (R1) to allow for the PID to be subdivided into 2 lots, one remaining PID 31401 and one being 2019-1;

And whereas this application also requires an amendment to the Zoning Map (Appendix A of the Development bylaw);

And Whereas the Development Bylaw Amendment #2-2019 was read a first time at this meeting;

Be it Resolved that the Development Bylaw Amendment #2-2019 be hereby approved.

****Councillor Murphy came back to the meeting.****

****Councillor Adams left the meeting****

3. Recommendation from the planning board to continue rezoning process for PID 19125 (Dufferin). Planning board reviewed the application and the minutes from the Public Meeting held February 6th.

Mayor Gordon called for a motion to approve or deny the planning board recommendations for the first reading of the Official Plan Amendment for PID 19125 on Dufferin St.

Official Plan Amendment OPA #5-2019 (Dufferin St)

Council Meeting #1 –

FIRST READING Date: ___February 10th, 2020_____

Moved by Councillor: ___Councillor Curtis made the motion to accept first reading for the Official plan amendment

Seconded by Councillor: ___Councillor Williams_____ **All Were in Favour**

“Whereas an application was received to subdivide and change the zoning of PID 19125 located on Dufferin Street from Low Density Residential to Commercial to allow for a storage building to be created on the newly created lot 19-1;

And whereas this application requires an amendment to the Official Plan Future Land use Map from Low Density Residential to Commercial;

Be it resolved that the Official Plan Amendment #5-2019 to amend the Official Plan Future Land Use Map be hereby read a first time.”

Official Plan Amendment OPA #5-2019 (Dufferin St)

Mayor Gordon called for a motion to approve and adopt the Official Plan Amendment for PID 19125

2 – APPROVAL & ADOPTION OF FIRST READING

Date: February 10th, 2020

Moved by Councillor: Deputy Mayor Duggan made the motion to approve and adopt the Official Plan amendment for PID 19125

Seconded by Councillor: ___Councillor Williams_____ **All Were in Favour**

“Whereas an application was received to subdivide and change the zoning of PID 19125 located on Dufferin Street from Low Density Residential to Commercial to allow for a storage building to be created on the newly created lot 19-1;

And whereas this application requires an amendment to the Official Plan Future Land use Map from Low Density Residential to Commercial;

Be it resolved that the Official Plan Amendment #5-2019 to amend the Official Plan Future Land Use Map be hereby approved and adopted.”

Mayor Gordon called for a motion to have the first reading of the Development bylaw amendment for PID 19125

Development Bylaw Amendment #5-2019 (Dufferin St)

FIRST READING Date: __ February 10th, 2020__

Moved by Councillor: Councillor O’Brien made the motion for the first reading of the Development Bylaw Amendment for PID 19125

Seconded by Councillor: Councillor Curtis All Were in Favour

Whereas an application was received to subdivide and change the zoning of PID 19125 located on Dufferin Street from Single Unit Residential to Commercial to allow for a storage building to be created on the newly created lot 19-1;

And whereas this application requires an amendment to the Zoning Map (Appendix A of the Development bylaw);

Be it Resolved that the Development Bylaw Amendment #5-2019 be hereby read a first time.”

Mayor Gordon called for a motion to approve the first reading of the Development Bylaw Amendment for PID 19125

Development Bylaw Amendment #5-2019 (Dufferin St)

APPROVAL OF FIRST READING

DATE: February 10, 2020

Moved by: Councillor Williams made the motion to approve the first reading

Seconded by: Deputy Mayor Duggan **All were in Favour**

“Whereas an application was received to subdivide and change the zoning of PID 19125 located on Dufferin Street from Single Unit Residential to Commercial to allow for a storage building to be created on the newly created lot 19-1;

And whereas this application also requires an amendment to the Zoning Map (Appendix A of the Development bylaw);

And Whereas the Development Bylaw Amendment #5-2019 was read a first time at this meeting;

Be it Resolved that the Development Bylaw Amendment #5-2019 be hereby approved.

****Councillor Adams returned to the meeting.****

****Councillor Curtis left the meeting for the next time****

3. Variance amendment for 461 Church Street

Prior to the meeting in January, the CAO spoke to the surveyor who did the surveying of 461 Church Street. At that time, he indicated that the square footage of the parcel was 16,737. However when the applicant received the survey, the square footage was actually 16,554.89 sq. ft.

VARIANCE: (approved January 13th, 2020)

WHEREAS an application was submitted to convert the existing office building into a two unit dwelling at 461 Church Street (PID #31583);

AND WHEREAS 461 Church Street (PID #31583) does not meet the minimum lot area requirement of 20,000 sq. ft. for a two unit dwelling;

AND WHEREAS the property owner is seeking a variance to reduce the required lot area for a two unit dwelling to approximately 16,737 sq. ft.;

BE IT RESOLVED that the request for a variance to reduce the minimum lot area requirement of 20,000 sq. ft. to approximately 16,737 sq. ft. in order to convert the existing office building into a two unit dwelling on the property located at 461 Church Street (PID #31583), be approved.

Mayor Gordon called for a motion to accept the new variance for the property at 461 Church Street

NEW VARIANCE

WHEREAS an application was submitted to convert the existing office building into a two unit dwelling at 461 Church Street (PID #31583);

AND WHEREAS 461 Church Street (PID #31583) does not meet the minimum lot area requirement of 20,000 sq. ft. for a two unit dwelling;

AND WHEREAS the property owner is seeking a variance to reduce the required lot area for a two unit dwelling to approximately 16,554.89 sq. ft.;

BE IT RESOLVED that the request for a variance to reduce the minimum lot area requirement of 20,000 sq. ft. to approximately 16,554.89 sq. ft. in order to convert the existing office building into a two unit dwelling on the property located at 461 Church Street (PID #31583), be approved.

DATE: February 10, 2020

Moved by: Councillor Murphy made the motion to accept the new variance

Seconded by: Deputy Mayor Duggan **All were in Favour**

**** Councillor Curtis returned to the meeting****

INTRODUCTION OF NEW BUSINESS

1. Emergency Management Standing Committee appointments:

Mayor Gordon appointed 2 councillors to the Standing committee. He appointed Councillor O'Brien and Councillor Williams. He asked for a motion to approve the appointment. The motion was made by Councillor Curtis and seconded by Deputy Mayor Duggan. All were in favour.

2. Flag Policy:

With the direction of council, the CAO presented a flag policy for the town hall location. The policy states that the only flags that will fly at the Town Hall location are the Canada flag, the PEI provincial flag and the Town of Alberton Flag. Any other flag requests will be approved by council and they may fly them at the town Pond location. The town will erect a new flag pole at the pond location in the spring.

Mayor Gordon asked for a motion to accept the new flag policy. The motion was made by Deputy Mayor Duggan and seconded by Councillor Adams. The policy was approved and adopted.

DATE: February 10, 2020

Moved by: Deputy Mayor Duggan

Seconded by: Councillor Adams All **were in Favour**

Whereas the Town of Alberton has 3 flag poles at the Town Hall location;

Whereas the Town flies the Canadian flag, the Provincial flag of Prince Edward Island and the Town of Alberton flag at this location;

And whereas the Town gets requests to fly other organizational flags;

Be it resolved that the Town of Alberton will entertain other requests upon approval of council to fly other flags at a flag pole located at the town pond location, and only fly the Canadian, the provincial flag of Prince Edward Island and the Town of Alberton flag at the town hall location.

3. Budget public meeting:

As part of the Municipal Affairs Act, a public meeting needs to be held as part of the budget preparations. The budget needs to be approved by March 31, 2020 and a public meeting should be held 2 weeks prior to this.

We need to schedule a date to hold a public meeting.

After a brief discussion, council decided to hold the public pre-budget meeting on March 12th at 7:30 pm. A special meeting will be held on March 26th to pass the budget prior to the deadline of March 31st.

4. Gas Tax Municipal Strategic Component

We need to decide if we are applying for a project under the Municipal Strategic Component Grant.

We did apply last year for the UV light for the Lagoon, but there needed to be readings for 9-12 month period. The flow meter was installed and the first reading should have been taken in January.

Do we want to apply for the MSCG for the UV light?? Or there other projects we should consider?

After discussion, the CAO will review the previous application for the UV light with the contractor and see what their thoughts are on when construction and installation could take place. She will also check with the province to see if the town can apply for 2 projects – the other being the sewer line extension on Dufferin. She will report back to council and a decision will be made at the March regular council meeting.

5. Cameras at town hall

The wiring for the camera system is currently located in one of the offices being rented in the town hall. The CAO would like to have an electrician come in and move the wiring from that office to her office in order for the outside cameras to be set up.

Mayor Gordon explained that the wiring was all through the ceiling so an electrician would need to move them. Councillor Curtis asked if we could use wireless cameras. The CAO explained that cameras are already in place, but the wiring is in the office we rent to Western Region Development.

Mayor Gordon called for a motion to allow the CAO to get quotes to move the electrical wiring.

The motion was made by Councillor Williams and seconded by Councillor Curtis. The motion carried.

6. Recreation/Events Coordinator position:

The CAO and the finance committee chair Deputy Mayor Duggan met with Garth to discuss the desire of council to have a Recreation Director. He indicated that he would welcome the change as he doesn't have the time to do both maintenance and rec. We have had many inquiries from residents when we would have someone for that position. As part of the budget, we will be allocating resources and updating the job descriptions and start the process of receiving applications.

This person will be working with our sports facilities. The position would be approximately 37.5 hours with possible evening work to run programs. Councillor Murphy asked why the position wouldn't be for a recreation and rink manager. The mayor explained that the rink manager was busy enough so it needs to be a separate position. Council would like the position to start as soon as the funding was allocated in the budget and a job advertisement could be done. Council will meet in a closed session to discuss the salary at a later date.

7. Business owners meeting:

Council sent out letters inviting business owners in Alberton to attend a public meeting to discuss upcoming needs for budget preparations. The meeting was held February 4th. Items of note:

- request for recreation director came up
- Extended hours for the liquor store to be same as Tignish and O'Leary
- The need for a health centre for doctors was brought up
- A street light request for the corner of Reid and Main Streets
- Questions on extending the sewer lines on Dufferin and Carrol
- A suggestion that Alberton have a board similar to Tignish initiatives to begin owning assets
- Concern from the Bargain Nook in regards to their building going up for sale and concerns the new owners may not want to rent them space. If they don't, where else can the Nook go? As well they are in need of an outdoor drop off bin for clothing. Mayor Gordon spoke with the owner of the building beside the car wash and they may have space available. The Nook committee were notified to contact Kendall.
- A note that the sidewalks should be more accessible coming onto the streets to allow for wheelchairs and scooters to access them easier. Mayor Gordon suggested that if we are doing any sidewalk work this year to bring it up with the contractor.

Committee Reports

Sidewalks/Streetlights – Councillor Murphy

- Light poles and street lights are now up in the Emma Drive Subdivision
- Light pole was replaced on Dufferin
- Spring work for sidewalks that need fixing
- Would like to see Dufferin sidewalks extended and one on Carrol to make the loop for walkers.
- RAC building has cracked sidewalks that need to be addressed in the spring as well as by the Community Centre on Main.
- The CAO contacted Maritime Electric about a brighter light for the corner of Main and Reid street as it was brought up at the Business Owners meeting

Planning board/Property

With the new building codes coming into effect at the Province there is some confusion as to what requirements are in regards to Engineer stamped drawings.

The CAO followed up on what the requirements will be under the new building codes that the Province are bringing in. We have to be very careful with the guidelines as the Engineers Act and the Architects Act have different requirements.

Project Classification	Design or Review Required By		
	Architect	Engineer	Both
Group A: Assembly Occupancy e.g. Churches, Theatre, Restaurant, Rinks, Meeting Halls	Yes	Yes	Yes
Group B: Care of Detention Occupancy e.g. Nursing Homes, Hospitals, Long-term Care Facilities	Yes	Yes	Yes
Group C: Residential Occupancy e.g. Single Family Home, Apartments, Hotels, Motels, Dormitories			
Single family home not more than 3 storeys	No	No	No
Side by side duplex not more than 3 storeys	No	No	No
Row houses that: • are not more than 3 storeys and under 600 square meters total building area • have no dwelling unit above another dwelling unit.	No	No*	No
Multi-unit buildings: • more than 600 square meters total building area • all over and under duplexes • over three storeys • all other multi-unit buildings	Yes	Yes	Yes
Group D: Business and Personal Service Occupancy e.g. Barber, Dental & Medical Office, Service Repair Business, etc.	Yes	Yes	Yes
Group E: Mercantile Occupancy e.g. Markets, Shops, Retail Outlets, Grocery Stores, etc.	Yes	Yes	Yes
Group F: Industrial Occupancy			
Mining Facility	No	Yes	No
Agricultural/Fishing/Farming Building	No	No*	No
Other types – e.g. Distilleries, Spray Painting Operations, Repair Garage, Wood-working Factories, Creameries, Food Production Facilities, etc.	Yes	Yes	Yes
Interior Fit-up / Renovation			
Residential with no impact on structural integrity or fire safety	No	No	No
Non-residential with any impact on the structural integrity or building safety • Fire safety system, suppression or fire separation • Main entrance or public corridor • Construction or location of exterior wall • Increase in usable floor space through the addition of mezzanine or similar element.	Yes	Yes	Yes
If yes to any of the above then an architect review or design is required.			
Temporary Public Structures			
Stages, tents, carnival rides (design and/or installation)	No	Yes	No

This information has been adapted for your use from the [Engineering Profession Act](#) and the [Architects Act of PEI](#).

*Note: In this classification, the services of a professional engineer are required when total construction values are more than \$250,000.
Updated April 11, 2018

Recreation (Councillor Williams)

The librarian has placed a request for a summer student for approximately 6 hours a week to help out with reading events and other activities.

The first Dance Party class was held February 4th and there was a very good turnout -17 people. Hopefully the next classes will be as well attended. There are more grant applications opening up which the CAO will apply for on behalf of the town.

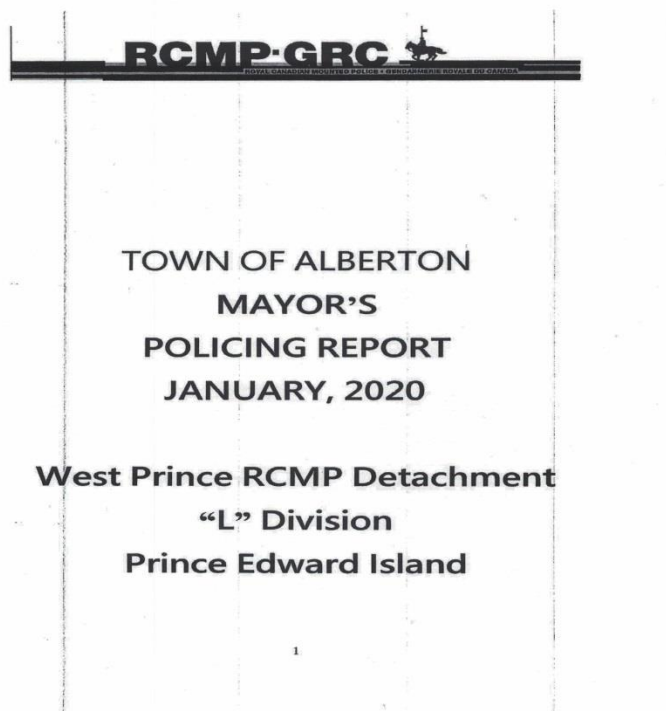
We were successful in getting approved for a grant of \$2700 to hold a series of 'Come try this sport' events which will be starting in the near future. This is aimed at retaining women and girls in sports.

The Neighbour 2 Neighbour event was well attended and we had a Town of Alberton booth. Many positive comments on our display, Diane did most of the work and as always did a great job. We had door prizes for 5 tote bags with the Alberton Logo, 5 hats with the town logo and a town of Alberton t-shirt. David drew the names this morning and the winners have been contacted.

Councillor Williams thanked the CAO and Diane for all their work.

Police Report

Councillor Adams read out the police report as there were no representatives from the RCMP detachment at the meeting.



The West Prince RCMP Detachment responded to a total of 16 calls for service during the month of January, 2020.

Prince District RCMP Members have thus far reported 187 hours providing policing services to the Town of Alberton during the month.

A short recompilation of the above-noted hours includes time spent conducting traffic law enforcement in the community; conducting routine traffic monitoring; responding to individual calls for service; conducting investigations and required follow-up from previous calls for service and investigations. As well, this may include time spent attending to community visits and school visits.

The calls for service are broken down as follows:

Motor vehicle collision	3
Theft under \$5000	2
911 Act	2
Off-road Vehicle Act	2
Fraud	1
Mischief	1
Assist Provincial Agency	1
Traffic complaint	1
Abandoned vehicle	1
Mental Health Act	1
False alarm	1

Provincial Statutes for the month:

Using hand-held device	2
Speeding violation	1



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

Non-moving traffic violation	1
Cannabis Act	1
Written warning	3

12 Criminal Record Checks were completed for residents of Alberton during the month of January.

Involvement with the Community:

Police conducted five traffic Check Stops within the town during the month. Over 130 vehicles were checked which resulted in two charges, two written warnings and two verbal warnings under the Highway Traffic Act.

While conducting routine patrols, a vehicle was stopped for a traffic violation which subsequently lead to a charge under the Cannabis Act for cannabis in possession of person with care and control of a vehicle. Over 100 grams of cannabis was seized for destruction.

Two complaints of shoplifting were received from a local business. An individual was arrested and charged for one incident and will appear in court in mid-April to deal with the matter. The second report of theft is still under investigation.

Should you have any questions or concerns regarding this report, please feel free to contact me to discuss.



Sgt. Neil Logan,
Acting District Commander

Alberton Fire Department Monthly Report

January 2020

- Calls: MFR – 17
Fire Alarms – 3
Mutual Aid – 1
Flu Fire – 1
MVC – 1
Vehicle Fire – 1
Total – 24
- Training – On January 7 2020, training was held on SCBA drills, (search patterns, victim searches, and proper use of an SCBA). Also proper drafting procedures directly for the tankers. On January 28 2020 MFR training was conducted, (vitals, boarding, proper helmet removal).
- New equipment – nothing this month.
- On January 16 2020 the Alberton Fire Department held our annual meeting with election of officers. There were 2 changes.

The officers list is as follows: Chief- Shannon Dumville

Deputy Chief- Darrell Graham

Captain- Emile Bernard

Captain-Kelly Williams

Captain- Stephen LeClair

Captain- Tom Murphy
Training Officer-Kenny Ramsay
Safety Officer-Derek Williams
Secretary/Treasurer-Colby Murphy

I personally would like to thank these members for stepping up and offering their names for this responsibility. In this, an ever changing business, this takes a great deal of their time, meaning time away from they're families. The members of the Alberton Fire Department are submitting these members' names for the counsel's approval as representatives for your fire department.

Report submitted by: Chief – Shannon Dumville

Mayor Gordon read out the new officers list for the Fire Department. He asked for a motion to approve the member's names that were submitted. Deputy Mayor Duggan made the motion to approve the newly elected officer and it was seconded by Councillor O'Brien. The motion was carried.

Finance Report

Deputy Mayor Duggan made a motion to approve the expenditures in the amount of \$135,286.11. The motion was seconded by Councillor Adams.

Economic

Councillor Curtis reported about the business owners meeting held February 4th. He added as a follow up, him and Mayor Gordon would drop around to some of the businesses not represented at the meeting and touch base as to their thoughts for the 2020-2021 budgets.

Environment

Sewer bills went out last month and we have been busy processing payments. We have been getting more e-transfers in this year than previous years. Donna attached a note to the sewer bills with the address and password to use for e-transfers and it seems to be working well.

CAO Report

CAO REPORT

JANUARY 14-FEBRUARY 10

January continued to be a busy month. Sewer bills have gone out and we have had many people coming in to pay their bills.

I attended an information session in O'Leary about Emergency Measure Organization and what it means in a municipality. We do have an EMO plan but it certainly needs to be updated. Council will be appointing 2-3 members to begin the process. Other bylaws that need to be adopted are Records Retention and Disposal Schedule Bylaw and the Access to Information and Protection of Personal Information Bylaw are to be passed in February-March. So I will be working on drafting these and submitting to council for their review.

I also attended a Financial Management meeting hosted by Municipal Affairs in Charlottetown on the 28th of January. Lots of useful information on budget planning. And speaking of the budget we are hard at work on gathering information to develop our 2020-2021 budgets. We sent out letters to business owners within Alberton inviting them to a meeting to allow them to have input. There were about 10 people who turned out and we had some great feedback on what they think the town should focus on in the upcoming years. A recreation director was high on the wish list and it is certainly on the council's radar as Garth has done a commendable job but trying to do maintenance full time with recreation is certainly a challenge. There will be a public meeting coming up for the public to have input on what their wants/needs are as well so stay tuned for a date on that.

Now that I've gotten my feet wet on the job, I will be working on updating policies for staffing and other areas. Diane has been busy getting things ready for our town booth at the Neighbour 2 Neighbour event being held February 8th. I think we have done a great job on showcasing Alberton. A few upcoming events will be hosted at town hall – a Home Alone course on February 15th, and a St John Ambulance babysitting course on March 7th.

We had our first Dance Party class that we received grant funding for physical literacy. The class drew about 17 ladies the first night, and hopefully word will spread about how much fun it was and the next classes will be even bigger. We also received funding to host a few “come try” events to allow women to try on sports that they may not have tried in the past. These events will be starting up in the very near future. More funding opportunities are opening up and we will be applying for any that may benefit the town and its residents.

That concluded Committee reports

Mayor Gordon called for a motion to adjourn the meeting. The motion was made by Councillor Williams and seconded by Councillor O'Brien. All were in favour.