



## **MINUTES FOR REGULAR COUNCIL MEETING**

**HELD MONDAY JANUARY 13TH AT 7:00 P.M.**

The regular council meeting was held Monday January 13th, at 7 p.m. with Mayor Gordon presiding. Also in attendance were Deputy Mayor Duggan, Councillor Adams, Councillor Curtis, Councillor Williams, Councillor Murphy, Councillor O'Brien and CAO Donna Thomson. In attendance as well were reporters Jillian Trainor for the West Prince Graphic and Eric McCarthy from the Journal Pioneer

### **CALL TO ORDER**

Mayor Gordon called the meeting to order and welcomed everyone to the first council meeting of 2020.

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

Mayor Gordon read out the conflicts for council: Councillor Williams for Fire, Councillor O'Brien for Hospital, Councillor Adams for item H (iv) on the agenda and Councillor Curtis for item H(i) on the agenda.

### **APPROVAL OF AGENDA**

The motion was made by Councillor Williams and seconded by Councillor Curtis 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 December 9th Regular council meeting and the minutes from the Planning Board meeting held December 19<sup>th</sup>. Councillor O'Brien made the motion to accept the minutes and it was seconded by Councillor Adams –and the motion carried.

## **BUSINESS ARISING FROM THE MINUTES**

### **1. By law Enforcement Officer**

Mayor Gordon advised that all 3 mayors had met with Donna Johnson to get an indication of what having 3 towns on the contract would look like, and at that time, Tignish and O'Leary were going to take it their councils. Since that time Tignish has declined to participate. Mayor Gordon had met with Mayor Gavin of O'Leary after hearing about Tignish choosing not to join in and at that time Mayor Gavin seemed to be on board. Ms Johnson talked to Mayor Gordon on what the new pricing structure would look like with only the 2 towns participating. However, when we reached back out to O'Leary, they told us that it was voted down at the council meeting.

As a result, the idea seems to be at a stand still – it will be deferred to a later date.

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

We received a mini-grant from the Province for the 2020 Family Violence Prevention week to host an event. Karen McCarville, the West Prince Outreach Coordinator will be facilitating an event on behalf of the town of Alberton.

She has asked if we would consider proclaiming the week of February 9<sup>th</sup>- 15<sup>th</sup> as Family Violence Prevention Week.

Councillor O'Brien asked if this would be a yearly event. The CAO explained that this was brought to our attention by an email from the province that they were offering mini-grants on a first come first served basis. We applied and were successful in getting the funding. Our CAO and the West Prince Outreach Coordinator spoke and Karen offered to host an event on our behalf.

Mayor Gordon asked if we would like to proclaim this for the week in question. The CAO read out the proclamation for the mayor and he signed it.



Whereas there are many people in PEI who experience family violence; and whereas the effects of family violence may be carried on from generation to generation; and whereas all citizens of Alberton have a role to play in preventing family violence.

Therefore, I \_\_Mayor David Gordon\_\_

Do hereby proclaim

The week of February 9<sup>th</sup> to the 15<sup>th</sup>, 2020 to be

Family Violence Prevention Week in

Alberton, PEI

I call upon citizens of this great town to help those at risk learn where to turn.

I call upon you to make a difference by helping those affected

by family violence know what supports and resources are

available to them.

It takes all of us working together to promote healthy relationships and create a safer community in the town of Alberton.

In witness whereof, I have here unto set my hand this

13th Day of January, 2020

Mayor David Gordon \_\_\_\_\_

## READING OF CORRESPONDENCE

We received a request for sponsorship for the Community Navigators Neighbour 2 Neighbour event being held on February 8<sup>th</sup>. The town CAO has been participating in the planning of the event and Alberton will have a information booth at the event as well.

The minimum sponsorship listed on the letter was for \$250.00



December 11, 2019

Worship Mayor David Gordon & Distinguished Town Councilors  
Town of Alberton  
Alberton, PEI C0B 1B0  
[donna@townofalberton.ca](mailto:donna@townofalberton.ca)

Dear Mayor David Gordon & Distinguished Town Councilors:

My name is Scott Smith and I am the new West Prince Community Navigator through the local CBDC – West Prince Ventures Limited (CBDC Western PEI). We are collaboratively working together as a region to welcome, grow inclusively, and support the retention of newcomers/ new residents to our region. This includes those who move here temporarily, permanently, internationally, or even domestically.

Planning and preparations are currently underway for a large-scale welcoming event for the region of West Prince called the '2020 Neighbour-2-Neighbour Event' at Westisle Composite High School on February 8<sup>th</sup>, 2020 from 11 AM – 4 PM. The event will be a multicultural fair for the region, as we welcome all new residents to here. We have secured Tareq Hadhad, a Syrian Refugee who moved to rural Nova Scotia and established his very successful business: 'Peace By Chocolate' as our keynote speaker. Other activities will include fireside chats, music, dance, cultural performances, lots of food (from both locally & internationally), fun activities for families & all, along with various booths from both local services providers & organizations, and as well as on various countries from around the world. We are also happy to share that we are partnering with Health PEI to include a special welcome to all of our new healthcare professionals to the region.

Today we are reaching out about the opportunity of having your organization sponsor an event such as this, to show your support & openness to welcome those new to our region. Like many large-scale events, they come at a high-cost, but together as a big community we hope to show our Canadian & local pride by securing the necessary funds to create a successful event and a rewarding experience for all. As a sponsor, we will be sure to include your organization's logo in our marketing campaign and give recognition the day of the event. **Please see the attached document for various funding levels.**

Thank you for taking the time to consider our request.

Sincerely,

Scott J. Smith  
West Prince Community Navigator  
CBDC West Prince Ventures Ltd.

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P.O. Box 368 \* 455 Main St. \* Alberton \* P.E.I. \* C0B 1B0

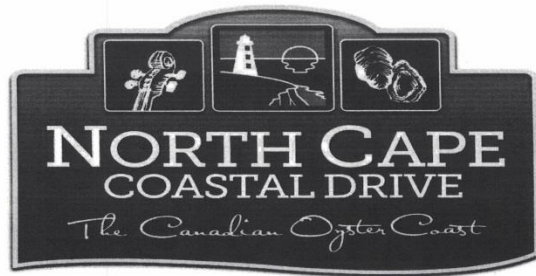
Phone: 902-853-3636 \* Fax: 902-853-3839

### **2020 Neighbour-2-Neighbour Event - Sponsorship Levels**

| <b><u>Type</u></b> | <b><u>Amount</u></b> | <b><u>Description of Recognition</u></b>   |
|--------------------|----------------------|--|
| Gold               | <b>\$1000+</b>       | <ul style="list-style-type: none"><li>• Recognized in radio ads</li><li>• Recognized in print media</li><li>• Logo will appear on event posters</li><li>• Recognized in forum program</li><li>• Opportunity for exhibit booth/ space</li><li>• Acknowledged at event</li><li>• Special acknowledgement on Social Media (Facebook) as an event sponsor/ partner</li></ul> |
| Silver             | <b>\$750</b>         | <ul style="list-style-type: none"><li>• Recognized in print media</li><li>• Logo will appear on event posters</li><li>• Recognized in forum program</li><li>• Opportunity for exhibit booth/ space</li><li>• Acknowledged at event</li><li>• Special acknowledgement on Social Media (Facebook) as an event sponsor/ partner</li></ul>                                   |
| Bronze             | <b>\$500</b>         | <ul style="list-style-type: none"><li>• Logo will appear on event posters</li><li>• Recognized in forum program</li><li>• Opportunity for exhibit booth/ space</li><li>• Acknowledged at event</li><li>• Special acknowledgement on Social Media (Facebook) as an event sponsor/ partner</li></ul>   |
| Community Friend   | <b>\$250</b>         | <ul style="list-style-type: none"><li>• Recognized in forum program</li><li>• Opportunity for exhibit booth/ space</li><li>• Acknowledged at event</li><li>• Special acknowledgement on Social Media (Facebook) as an event sponsor/ partner</li></ul>   |

Mayor Gordon asked what council thought about the minimum sponsorship amount of \$250.00. Council discussed it and then Mayor Gordon called for a motion to sponsor the event for \$250.00. It was motioned by Deputy Mayor Duggan and seconded by Councillor Williams. The motion carried.

The next item on the agenda was a renewal of the towns membership in the North Cape Coastal Tourism Area Partnership Inc. for the year 2020. Included in the councillors package sent out prior to tonights meeting was a breakdown of different advertising opportunities available. In 2019, the town opted to join the NCCTP at a cost of \$75.00 + HST.



### **2020 Membership Kit**

**The North Cape Coastal Tourism Area Partnership Inc. (NCCTAP) is the member-based Regional Tourism Association representing tourism operators from all over western Prince Edward Island.**

**Core Membership: \$75.00 + HST**

Council decided to pay the yearly amount to join. Mayor Gordon called for a motion to renew the membership. The motion was made by Deputy Mayor Duggan and seconded by Councillor Williams. Motion carried.

**PLANNING BOARD RECOMMENDATIONS**

**(A) PLANNING BOARD RECOMMENDATIONS  
2<sup>ND</sup> READING 461 CHURCH STREET**

**Development Bylaw Amendment #4-2019**

SECOND READING Date: \_\_ January 13<sup>th</sup>, 2020\_\_

Moved by Councillor: \_\_Deputy Mayor Duggan\_\_

Seconded by Councillor: \_\_ Councillor Murphy\_\_ **ALL IN FAVOUR**

Whereas an application was received to change the zoning of PID 31583 at 461 Church St from Commercial (C1) to Multi Unit Residential (R3) to allow for multi-units;

And whereas this application also requires an amendment to the Zoning Map (Appendix A of the Development bylaw) from its current zoning of Commercial (C1) to Multi Unit Residential (R3);

Be it resolved that the Development Bylaw Amendment #4-2019 was read for a second time at this meeting.

**Development Bylaw Amendment #4-2019**

**APPROVAL OF SECOND READING**

Date: \_\_ January 13<sup>th</sup>, 2020\_\_

Moved by Councillor: \_\_Councillor O'Brien\_\_

Seconded by Councillor: \_\_Councillor Murphy\_\_ **ALL IN FAVOUR**

Whereas an application was received to change the zoning of PID 31583 at 461 Church St from Commercial (C1) to Multi Unit Residential (R3) to allow for multi-units;

And whereas this application also requires an amendment to the Zoning Map (Appendix A of the Development bylaw) from its current zoning of Commercial (C1) to Multi Unit Residential (R3);

Be it resolved that the Development Bylaw Amendment #4-2019 be hereby approved.

## Development Bylaw Amendment #4-2019

### ADOPTION OF AMENDMENT

Date: \_\_ January 13, 2020\_\_

Moved by Councillor: \_\_\_\_\_ Councillor Murphy\_

Seconded by Councillor: \_\_ Councillor Adams\_\_\_\_\_ **ALL IN FAVOUR**

Whereas an application was received to change the zoning of PID 31583 at 461 Church St from Commercial (C1) to Multi Unit Residential (R3) to allow for multi-units;

And whereas this application also requires an amendment to the Zoning Map (Appendix A of the Development bylaw) from its current zoning of Commercial (C1) to Multi Unit Residential (R3);

And Whereas the Development Bylaw Amendment #4-2019 was read for a second time at this meeting;

And whereas the Development bylaw Amendment #4-2019 was read and approved at two separate meetings of Council held on different days;

Be it Resolved that the Development Bylaw Amendment #4 -2019 be hereby adopted.

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- Along with the approvals of the amendments, as the lot size for R3 zoning requires 20,000 sq. ft. and the lot in question is only 16737 sq. ft., we need to have a motion for a variance to allow for the differences in size.

Mayor Gordon called for a resolution to allow a variance and give Charles Adams a permit to begin work on the old Graphic building ONLY

VARIANCE FOR 461 CHURCH ST:

*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.*

**MOTION WAS MADE BY COUNCILLOR MURPHY AND SECONDED BY DEPUTY MAYOR DUGGAN. ALL WERE IN FAVOUR.**



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

## Recommendations from December 19<sup>th</sup> Planning board meeting:

- Request from JC Handyman Sales and Service Inc to consolidate 2 lots into one parcel to allow for extension of a commercial building. Applicant is seeking preliminary approval on the consolidation, with survey plans and building plans to follow if the process is tentatively approved. **Recommendation to approve**

Mayor Gordon called for a motion to approve pending survey results

Date: \_\_ \_January 13<sup>th</sup>, 2020\_\_\_\_\_

Moved by Councillor: \_\_ \_\_Councillor Murphy\_\_\_\_\_

Seconded by Councillor: \_\_ Councillor Curtis\_\_\_\_\_ **ALL WERE IN FAVOUR**

*WHEREAS an application was submitted to consolidate 530 Main Street (PID #19570) with 534 Main Street (PID #19588);*

*AND WHEREAS both properties (PID #19570 & PID #19588) are, and will remain, located in the Commerical (C1) Zone;*

*AND WHEREAS both properties (PID #19570 & PID #19588) are owned by the same person;*

*BE IT RESOLVED that the request for a lot consolidation of 530 Main Street (PID #19570) and 534 Main Street (PID #19588), be approved, subject to a final pinned survey plan.*

- Request from GEM Apartments to add an extension 24x14 to a building located at 80 Dufferin street. This was originally applied for and approved in 2016 but the work was never completed. **Recommendation to approve permit**

**Mayor Gordon called for a motion to approve the request**

Date: \_\_ \_January 13<sup>th</sup>, 2020\_\_\_\_\_

Moved by Councillor: Deputy Mayor Duggan

Seconded by Councillor: \_\_ Councillor Murphy\_\_\_\_\_ **ALL WERE IN FAVOUR**

Councillor Adams left the room for the following request

- Request from Glenn Adams to subdivide parcel 19125 on Dufferin into 2 lots and change the zoning to Commercial from Residential to allow for a 60 ft x 36ft x 20 ft storage building. **Recommendation to start a rezoning process (run ads, send letters to affected neighbours, hold public meeting etc)**
- \*\* we also need to redo the rezoning for Howlan st as Municipal affairs sent it back due to it only being 6 days notice instead of 7 days notice for the public meeting- it can be rerun at same time as this one)\*\*

Mayor Gordon called for a motion to start the rezoning process

Date: \_\_ \_January 13<sup>th</sup>, 2020\_\_\_\_\_

Moved by Councillor: Deputy Mayor Duggan

Seconded by Councillor: \_\_ Councillor Curtis\_\_\_\_\_ **ALL WERE IN FAVOUR**

Councillor Adams returned to the meeting.

- The rezoning of the Medicinne Shoppe was completed last month. We need a resolution for the approval to consolidate part of PID 30395 being property of Paul & Linda Martin to be consolidated with the Medicinne Shoppe parcel 595876.

Mayor Gordon called for a motion to approve the consolidation

Date: \_\_ January 13<sup>th</sup>, 2020 \_\_\_\_\_

Moved by Councillor: Councillor Williams

Seconded by Councillor: \_\_ Councillor O'Brien \_\_\_\_\_ **ALL WERE IN FAVOUR**

*WhereAs the Town of Alberton has received a request to consolidate a part of PID 30395 to PID 595876;*

*And whereas both parcels are in and will remain in the Commercial zone;*

*Be it resolved that the request for a lot consolidation of PID 595876 located at 152 poplar street with a section of PID 30395 located at 451 Main Street be approved.*

The Town of Alberton hereby approves Part of PID 30395 being property of Paul Martin and Linda Martin to be subdivided and conveyed and is to be appended to PID 595876. The portion to be subdivided is hereby described as follows:

**ALL THAT LOT, PIECE OR PARCEL OF LAND** situate, lying and being at Alberton, Lot or Township Number 4, in Prince County, Province of Prince Edward Island, and being shown and delineated on a plan of survey entitled "Plan Showing Subdivision of Joseph Tremblay (14092)", as prepared by Island Surveys Ltd. dated August 30, 1978, having File & Drawing Number 171710 and being more particularly bounded and described as follows, that is to say:

**COMMENCING** at survey marker 30 as shown on the said plan and being set in the southerly boundary of the property line of Lot 2 as shown on the said plan, said survey marker having co-ordinates east 233284.02 metres and north 541650.25 metres;

**THENCE** on an azimuth of 249° 07' 20" for the distance of 65 feet more or less to the ordinary high water mark of the Alberton Creek;

**THENCE** northwesterly along the various courses of the ordinary high water mark of the Alberton Creek for the distance of 108' a little more or less to a point;

**THENCE** on an azimuth of 75° 39' 07" for the distance of 51 feet more or less to legal survey marker number 3, said survey marker having the co-ordinates east 233222.26 and north 541731.03;

**THENCE** on an azimuth of 75° 39' 07" for the distance of 58.41' to legal survey marker number 2;

**THENCE** southeasterly on an azimuth of 159° 50' 07" and running to the boundary of property formerly owned by The Director of Veterans Land Act, being PID 636928, and now in possession of Linda Martin.

**THENCE** on an azimuth of 249° 07' 20" to legal survey marker 30, being the point at the place of commencement.

The foregoing is Approved by and consented to by the Town of Alberton for subdivision, to be appended to PID 595879 on this \_\_\_\_ day of \_\_\_\_\_, 2019.

Town of Alberton

Per:

\_\_\_\_\_  
David Gordon, Mayor

\_\_\_\_\_  
Donna Thomson, CAO

## Request from Phillips Residence

- Access PEI and the Province have agreed to give them land behind Access PEI to expand their parking lot.
- They are looking for preliminary approval to consolidate that parcel for the parking lot from Access PEI pending land survey results.

Date: \_\_ January 13<sup>th</sup>, 2020\_\_\_\_\_

Moved by Councillor: Councillor Williams

Seconded by Councillor: \_\_ Deputy Mayor Duggan \_\_\_\_\_ **ALL WERE IN FAVOUR**

*WhereAs the Town of Alberton has received a request from the Phillips Residence to consolidate a portion of land formely being part of the Access PEI parcel;*

*And whereas the Phillips Residence will be expanding their parking lot area into this consolidated section;*

*And whereas the 2 parcels PID 19224 and PID 548768 are and will remain in the Public Service and Institutional zoning;*

*Be it resolved that council approve the consolidation subject to a final pinned survey plan.*

## (i) INTRODUCTION OF NEW BUSINESS

### • Neighbour 2 Neighbour Event

Alberton is putting a booth in the event on February 8<sup>th</sup>, 2020 and the CAO would like authorization to order items to be used as door prizes at the Town of Alberton booth.

Mayor Gordon asked the CAO what the cost of ordering items would be . Donna figured it would be approximately \$150.00. Mayor Gordon called for a motion to approve \$150 in funds for the event.

Councillor Williams made the motion and it was seconded by Deputy Mayor Duggan. All were in favour.

### • New Bylaws need to be submitted :

- Bylaw to Manage and dispose of records
- Bylaw to Regulate Access to Information and Protection of Personal Information
- Bylaw for Municipal Emergency Management Program

- We also need to update our Emergency Measures Organization plan

There are drafts provided by Municipal Affairs. The CAO will work on these and submit to Council to review and provide input.

### • Request for funding from Western Curling club

We received a letter and the financial statements from the Curling Club asking for a continuation of the grant. It is in our Grant Bylaw to give them \$2000. They are looking for the same donation this year to be considered when we are doing our budget for 2020-2021

- **Resolution for application to Rural Growth Initiative Community Revitalization program :**
- READING Date: \_\_ January 13, 2020\_\_\_\_\_
- Moved by Councillor: \_\_Councillor Williams \_\_\_\_\_
- Seconded by Councillor: \_\_ Deputy Mayor Duggan\_\_\_\_\_

WhereAs the Town Of Alberton promotes rural growth, inclusion and safety within the town;

And WhereAs there is funding to support these principles;

And whereas the Heritage style street lights needed to be brighter for safety of residents;

And whereas the Town wants to promote inclusion;

Be it Resolved that the Town of Alberton apply for funding to assist in lighting upgrades and a wheelchair swing for the Town playground.

## Committee Reports

**Sidewalks/Streetlights :** Councillor Murphy spoke on the heritage streetlights on Main Street as well as in front of town hall that have had the bulbs replaced with LEDS and are much brighter. He said there is a streetlight near Access PEI that is very bright so if we could the other lights with the same bulb as that, it may brighten things up. Deputy Mayor said Maritime Electric had started to redo the street lights and replace with LEDs

Maritime Electric has been contacted about 2 poles on Dufferin that should be replaced.

**Environment:** Councillor O'Brien mentioned that January sewer invoices are ready to go out to residents. The CAO spoke that again this week we had 2 people come in to pay but they wanted to pay with debit and as we currently don't have a machine, they left to send to etransfers, which never came. She hoped in the upcoming budget council will consider trying a debit machine at the Town Hall.

**Planning board/Property** Mayor Gordon made changes to the Planning Board committee. He added Councillor Curtis, residents Bill Gillis and Bob Carruthers and removed Councillor Williams. He thanked Councillor Williams for her service on the committee. The committee now consists of Mayor Gordon, Deputy Mayor Duggan, CAO Donna Thomson, Councillor Curtis and Bob Carruthers and Bill Gillis.

**Recreation:** The CAO is meeting with someone next week to facilitate the exercise program for 55+. We also received partial funding for a wheelchair accessible swing in

the playground by the library. The CAO has been sourcing pricing for the swing which range between \$3000-\$3800. We have a grant to cover 50% of the cost. This will be ordered in the next few weeks as it needs to be paid before the end of fiscal March 31 to secure the funding.

**Recreation:** The CAO is meeting next week with someone who is interested in leading the Groove class. We have also received partial funding to put a wheelchair accessible swing at the playground beside the library.

**Library report:** Councillor Williams noted that the library needs to have the front door replaced. The CAO asked if we needed to consider heritage when we replace it. Councillor Williams said it hasn't been designated a heritage property. She also mentioned that the library staff has requested more signage near the road.

Alberton Public Library  
Monthly Report

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

Happy New Year to Mayor and Council!

Operations: Snow clearing is A-1! The floors of the library are gleaming and everyone has remarked on the beautiful job! Brand new door mat removes salt!

Programs: A good turnout for the December crafts and I'm sure those who were at the receiving end of those crafts appreciated them.

Planning:

January programs include getting help using your tablet or smart phone on Wednesdays January 15 and 29 at 11 am. New hours for story time is now 10:30 am for children ages 3-5 and their caregivers and Saturday mornings at 11 is a great family time to play board games, do crafts, even borrow snowshoes! We are celebrating Family Literacy Day with a snowshoe event that includes lessons, games, story and craft for the whole family on Saturday January 25 at 10:30 am

Kelly Gillis  
Branch Technician  
Alberton Public Library

- **Finance Report**

- Deputy Mayor Duggan called for a motion to pay the bills in the amount of \$39,323.85 it was seconded by Councillor Curtis. All were in favour.

- **CAO Report**

## CAO report

December 10<sup>th</sup>-January 13<sup>th</sup>

December was a bit quieter than the previous months. I worked on property development applications and attended a few meetings. I spent time on the day to day activities and started my training on SAGE with Leah McGrath. We collected on some overdue sewer accounts.

We assisted Holly Gordon with planning and decorating for the kids Xmas Dance held at the Hall. It was a well-attended event with about 25 children and parents. Many commented on how wonderful it was to see Town Hall being available to the public. Some were even curious on what would be planned next. We're possibly looking at an Easter egg hunt come April for town children.

I started work on a new sewer policy, as well as drafting new bylaws that will be a Municipal Affairs requirement in the next coming months. We were successful in receiving a \$100 grant from the Province for Family Violence Prevention Week which is held February 9<sup>th</sup>-15<sup>th</sup>. Karen McCarville will be facilitating an event on behalf of the town.

Diane and I worked on an information brochure to send out to residents about what a permit is required for. Hopefully we will have it ready to send out soon. Mayor Gordon and I were thrilled to present the winning student at Alberton Elementary school a prize for picking the new name for the street in the subdivision. Congratulation to Jarren Ellsworth for his name selection of Oak Lane.

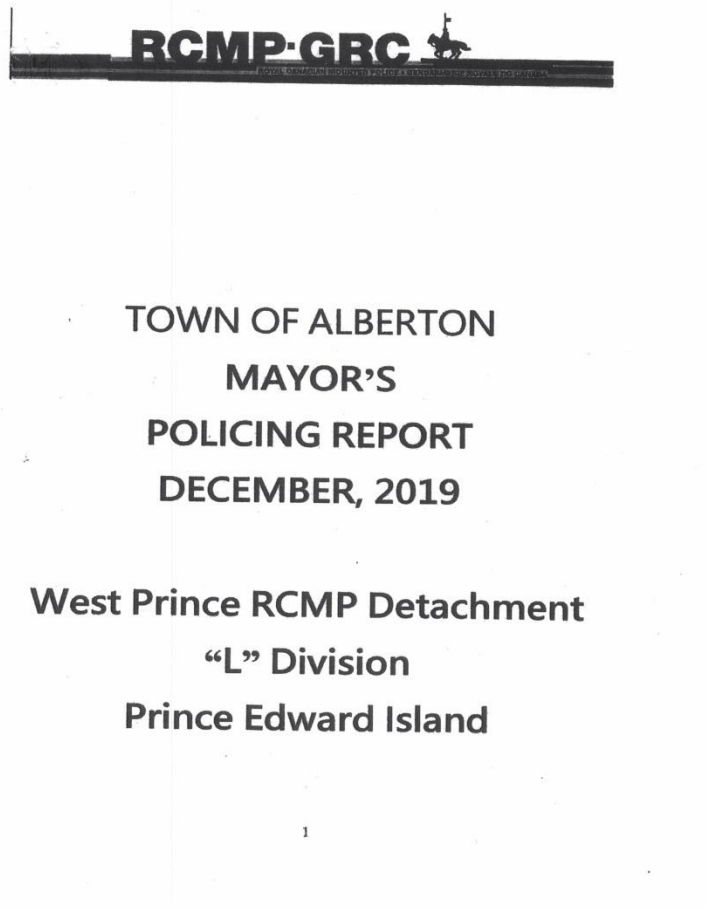
We sent out Christmas cards this year to town businesses and we received many compliments on the gesture.

January sewer invoices will be sent out in the next week or so and I expect we will be busy processing payments and doing deposits.

We will be working on a display booth for the Neighbour to Neighbour event that is being held February 8<sup>th</sup> at Westisle from 11 am – 4 pm. I hope everyone will be able to stop in and enjoy the activities.

Budget preparations will be starting up soon and we will be holding a public meeting to allow for input from residents. I have a feeling 2020 is going to be an exciting one for the Town of Alberton.

- **Police report**
  - Mayor Gordon read out the RCMP Report





The West Prince RCMP Detachment responded to a total of 8 calls for service during the month of December, 2019.

Prince District RCMP Members have thus far reported 213 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:

|                          |   |
|--------------------------|---|
| Drug trafficking         | 1 |
| Disturbing the peace     | 1 |
| Mischief                 | 1 |
| Assist Provincial Agency | 1 |
| Off-highway Vehicle Act  | 1 |
| Fire Prevention Act      | 1 |
| False alarm              | 2 |

Provincial Statutes for the month:

|                        |   |
|------------------------|---|
| Using hand-held device | 1 |
| Written warning        | 1 |

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



Canada

**Involvement with the Community:**

Police conducted a traffic Check Stop within the town during the month checking over 60 vehicles. No infractions were noted.

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



Sgt. Neil Logan,  
Acting District Commander  
Prince District RCMP  
902-436-9300

- **Fire Report –**
  - Councillor Adams read out the Monthly fire report

## Monthly Fire Report December 2019

- Fire Calls: MFR – 4
  - Carbon Monoxide - 1
  - Structure fire - 1
  - Mutual Aid – 1
  - Flue Fire - 1
  - Tire Fire - 1
- Total: 23
- Training: On December 3 2019 training was held at the hall. Training was done on water supply, relay pumping was done from the town pond to the Independent parking lot to simulate fire in one of the large buildings on Main ST. No other training was held for the month because of the way the holidays fell.
- New equipment: 5 dash cams for the fire trucks.
- The Alberton Fire Dept. has voted installed dash cams in all of the trucks. With an increase of incidents of motorists not yielding the right of way to

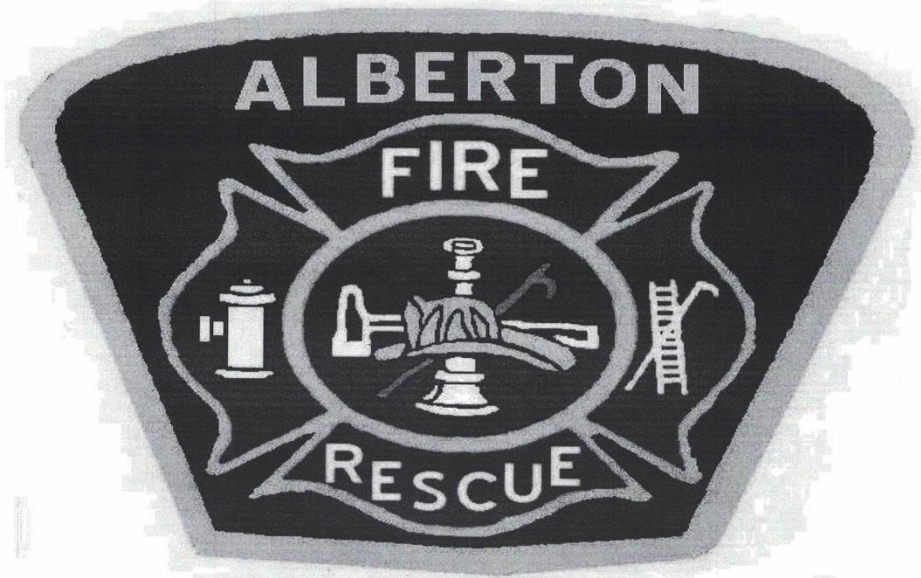
emergency vehicles, the members feel it is necessary for the safety of the firefighters as well as scene safety while at motor vehicle collisions. Please note that these cameras are set to record the entire time the vehicle is on. Recording for the time the vehicle leaves the hall until it returns.

- 2019 was a busy year for the Alberton Fire Dept. running a record setting 215 calls from January 1 to December 31. These numbers indicate the projections made by the department in previous years, in that, with our aging population, calls will steadily increase. One main highlight of the year is that we replaced our 30 year old tanker with a new NFPA compliant 3000 gallon tanker earlier in the year. We the members look forward working with council and all members of our coverage area to continue to provide the best service that we can provide.
- Please find an attached copy of our complete 2019 report.

Submitted by: Chief Shannnon Dumville

- Also submitted was the Yearly Fire Report

## Alberton Fire Department 2019 Annual Report



Submitted: by Chief Shannon Dumville  
Deputy Chief Darrell Graham

○

## Overview of the Alberton Fire Department:

The Alberton Fire Dept. consists of the following membership broken down by rank.

Chief-1

Deputy chief-1

Captains-4

Safety officer-1

Training officer-1

Engineers-5

Firefighters-16

Probationary firefighters-3

Auxiliary firefighters-4

For a total of 36 members.

### Dedication of the membership:

The Following is a breakdown of the years of service of the members of the Alberton Fire Dept.

Between-30-40 years-2.

Between-20-30 years-7.

Between-15-20 years-6.

Between-10-15 years-5.

Between-5-10 years-10.

Between-1-10-years-6.

As we can see from these numbers The Alberton Fire Dept. has a very dedicated group of members that has spent many years protecting the Town Of Alberton and the Fire districts that we serve.

## Apparatus:

### **Pumper #3**

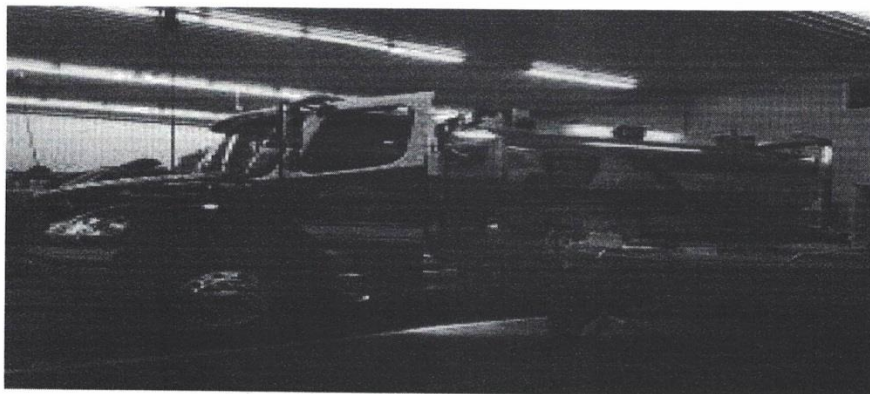




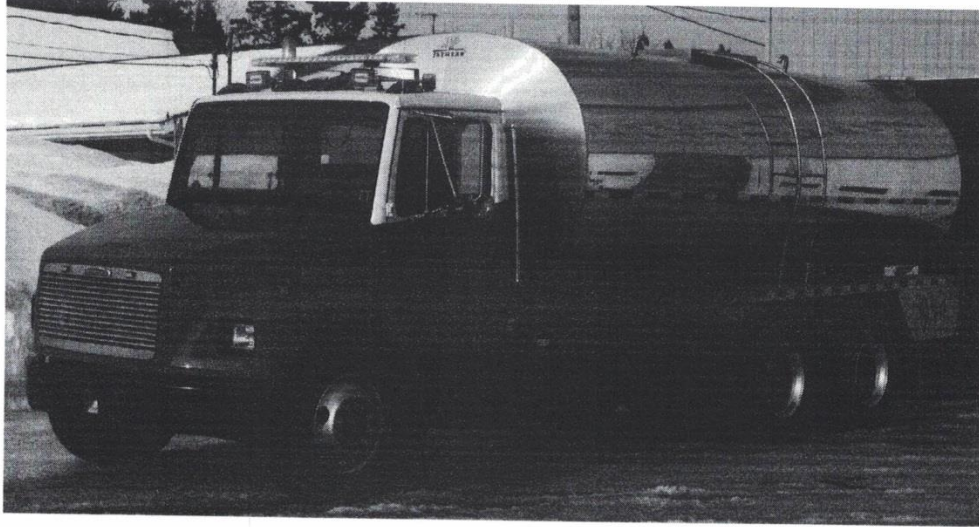
Pumper-#2



Tanker-#1



Tanker-#4



Rescue van



Technical rescue Trailer



Through the combined efforts of the Mayor, council, administration, fire districts and the members of the Dept we were very pleased to take possession of a new tanker this year. Tanker #1 replaced a 1989 Ford truck with a gas engine and standard transmission that had reached the end of its service life.

The new Tanker #1 is a ULC/NFPA Certified truck with a diesel engine and an automatic transmission. It also has a larger pumping capacity than its predecessor.

### Fire Hall:

The Fire Hall itself was upgraded this year with the addition of a propane generator for back-up power. This will ensure that the hall can operate under normal conditions during a power outage and can be utilized as an emergency shelter for the residents. A week after the

new generator was intalled a major storm interuped power to west prince and the hall was open 24 hours a day to provide heat and power to anyone that needed it. Our members staffed the hall for the duration of the power outage.

## Training:

The Dept. conductes monthly training focusing on different disciplines of fire ground operations. This includes fire tactics,water management,vehicle extraction,technical rescue,ventilation,and medical training too name a few.

Training break down:

P.E.I.F.F.A FIRE SCHOOL:

Emo course-4 members

I.C.S course-4members

Ice rescue level 1-3 members

B.E.M course-4 members

Alabama state fire collage-fire instructor level 3-  
IFSAC/PROBOARD- 1 member

Deputy-chief Darrell Graham on his own resources applied to the Alabama Sate fire collage and was accepted to attend their Ifsac/Proboard certified fire and emergency services instructor level 3 course which he passed. He is one of only 5 people in canada with this certification and the only one on prince edward island.

Total hours – 1200 hours.

Inhouse training :

The department holds one fire training and one medical training session per month.Total hours-720 hours.

Monthly meetings : The department holds on business meeting per month. Total hours 720 hours.

Fundraising activities (pool filling,etc)- Total hours-1000 hours

Public Education-(open house,school tours)-Total -25 hours.



## Fire Responses:

For the 2019 year the Fire Dept. responded to 215 calls

### Call Breakdown:

|               | 2019 | 2018 |
|---------------|------|------|
| Medical -     | 144  | 107  |
| MVC-          | 15   | 20   |
| UTILITY-      | 13   | 8    |
| ALARM-        | 11   | 10   |
| MUTUAL AID-   | 6    | 6    |
| STRUCTURE-    | 5    | 9    |
| FLUE FIRE-    | 4    | 3    |
| ELECTRICAL-   | 3    | 1    |
| WATER RESCUE- | 3    | 0    |
| GRASS FIRE-   | 2    | 2    |
| MISC-         | 2    | 0    |
| ATV-          | 1    | 0    |
| CO ALARM-     | 1    | 1    |
| Totals -      | 215  | 182  |

As we can see from these numbers the call volume has increased by 18%. The biggest increase was in medical calls (an 8% increase). We project that this will continue to increase as the average age in the community continues to increase. This will put a further demand on our members' time and on the resources of the dept.

Equipment: In 2020 we will continue our Bunker Gear replacement program so that no member has bunker gear that exceeds the N.F.P.A. standard of 10 years. (N.F.P.A.-1851)

As well as updating our S.C.B.A. inventory.

As we can see from all this data there is a huge commitment on the part of the members of the Albion Fire Department and on behalf of myself and deputy chief Graham we would like to extend a huge and heart felt thank you to our members and their families for the time and dedication that they commit toward protecting our communities.

Hourly Breakdown:

| 2019                      | 2018        |
|---------------------------|-------------|
| Fire calls- 745 hours.    | 681 hours.  |
| Special events-325 hours. | 300 hours.  |
| Fund raising-1000 hours   | 1000 hours. |
| Training-1920 hours.      | 1788 hours. |
| Total= 3990 hours.        | 3769 hours. |

Hourly percentage:

| 2019                 | 2018 |
|----------------------|------|
| Fire calls- 18%      | 17%  |
| Special events-8.0%  | 8%   |
| Fund raising- 25.78% | 27%  |
| Training- 48.12%     | 48%  |
| Total= 100%          | 100% |



### Fire response breakdown:

|               | 2019 | 2018 |
|---------------|------|------|
| Medical -     | 66%  | 58%  |
| MVC-          | 6.9  | 11%  |
| UTILITY-      | 6.0% | 4.5% |
| ALARM-        | 5.1  | 5.6% |
| MUTUAL AID-   | 2.7  | 3.4% |
| STRUCTURE-    | 2.3% | 3.4% |
| FLUE FIRE-    | 1.8% | 1.1% |
| ELECTRICAL-   | 1.3% | .5%  |
| WATER RESCUE- | 1.3% | 0%   |
| GRASS FIRE-   | .9%  | 1.1% |
| MISC-         | .9%  | 0%   |
| ATV-          | .4%  | 0%   |
| CO ALARM-     | .4%  | .5%  |

### Location Breakdown:

|                     | 2019 | 2018 |
|---------------------|------|------|
| Within town limits  | 77   | 68   |
| Outside town limits | 138  | 114  |
| Total:              | 215  | 182  |

### Location percentage

|                     | 2019  | 2018 |
|---------------------|-------|------|
| Within town limits  | 35.8% | 36%  |
| Outside town limits | 64.2% | 64%  |
| Total:              | 100%  | 100% |

### Time of call Breakdown

|              | 2019 | 2018 |
|--------------|------|------|
| 00:00-08:00: | 40   | 37   |
| 08:00-16:00: | 93   | 71   |
| 1600-00:00:  | 82   | 74   |
| Total:       | 215  | 182  |

### Time of call percentage

|              | 2019   | 2018 |
|--------------|--------|------|
| 00:00-08:00: | 18.62% | 20%  |
| 08:00-16:00: | 43.25% | 40%  |
| 1600-00:00:  | 38.13% | 40%  |
| Total:       | 100%   | 100% |

Once again we would like to acknowledge the commitment of all members of the Fire Dept. And their families as well as the ongoing support of the mayor, councillors and the fire districts that we serve.

Respectfully submitted by

Shannon Dumville-Fire Chief.      Darrell Graham- Deputy Fire Chief.

Mayor Gordon called for a motion to adjourn. The motion was made by Councillor Adams and seconded by Councillor Williams. All were in favour