



APPROVED MINUTES FOR REGULAR COUNCIL MEETING

HELD MONDAY SEPTEMBER 14TH, 2020 AT 7:00 P.M.

The regular council meeting was held Monday, September 14th, 2020 at 7:00 P.M. with Mayor Gordon presiding. Also in attendance were Councillor Adams, Councillor Murphy, Councillor Curtis, Councillor O'Brien, Councillor Williams, Deputy Mayor Duggan, CAO Donna Thomson and Jillian Trainor from the West Prince Graphic.

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts with the agenda items.

APPROVAL OF AGENDA

Mayor Gordon called for a motion to approve the agenda. The motion was made by Councillor O'Brien, seconded by Councillor Murphy and the motion carried to approve the agenda.

ADOPTION OF MINUTES

Mayor Gordon called for a motion to approve the minutes from the August Regular Council meeting held August 10th, the Planning Board minutes held August 12th, the Special council meeting held August 12th, the public consultation meeting held Sept 10th for the proposed changes to the Development Bylaw, and the Planning board minutes held September 11th. The motion to approve the minutes was made by Councillor Murphy, seconded by Councillor Curtis and the motion carried.

BUSINESS ARISING FROM THE MINUTES

Second reading of the Bylaw to Repeal Emergency measures Bylaw dated June 14, 1990 being Bylaw 2020-4

Council Meeting #2

SECOND READING Date: ____ September 14th ____

Moved by Councillor: __Councillor Williams

Seconded by Councillor: __Deputy Mayor Duggan_ ____ **Motion carried**

“WHEREAS THE TOWN OF ALBERTON HAS ADOPTED A NEW MUNICIPAL EMERGENCY MANAGEMENT PROGRAM BYLAW #2020-3;

AND WHEREAS THE TOWN OF ALBERTON PREVIOUSLY HAD A EMERGENCY MEASURES BYLAW DATE JUNE 14, 1999;

AND WHEREAS THIS BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4 RESCINDS THE EMERGENCY MEASURES BYLAW FROM JUNE 14TH, 1999;

BE IT RESOLVED THAT BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4 BE READ A SECOND TIME.”

COUNCIL MEETING #2

Approval of the Second reading of the Bylaw to Repeal Emergency measures Bylaw dated June 14, 1990 being Bylaw 2020-4

BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4

Council Meeting #2

SECOND READING Date: _September 14, 2020_____

Moved by Councillor: ____ Councillor Curtis__

Seconded by Councillor: ____ Councillor Adams ____ **Motion carried**

“WHEREAS THE TOWN OF ALBERTON HAS ADOPTED A NEW MUNICIPAL EMERGENCY MANAGEMENT PROGRAM BYLAW #2020-3;

AND WHEREAS THE TOWN OF ALBERTON PREVIOUSLY HAD A EMERGENCY MEASURES BYLAW DATE JUNE 14, 1999;

AND WHEREAS THIS BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4 RESCINDS THE EMERGENCY MEASURES BYLAW FROM JUNE 14TH, 1999;

AND WHEREAS THE BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4 WAS READ A SECOND TIME AT THIS COUNCIL MEETING;

BE IT RESOLVED THAT THE BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4 BE HEREBY APPROVED.”

COUNCIL MEETING #2

Adoption of the Bylaw to Repeal Emergency measures Bylaw dated June 14, 1990 being Bylaw 2020-4

BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4

Council Meeting #2

SECOND READING Date: _September 14, 2020_____

Moved by Councillor: _Councillor Murphy_____

Seconded by Councillor: __Deputy Mayor Duggan__ _____ **Motion carried**

WHEREAS THE TOWN OF ALBERTON HAS ADOPTED A NEW MUNICIPAL EMERGENCY MANAGEMENT PROGRAM BYLAW #2020-3;

AND WHEREAS THE TOWN OF ALBERTON PREVIOUSLY HAD A EMERGENCY MEASURES BYLAW DATE JUNE 14, 1999;

AND WHEREAS THIS BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4 RESCINDS THE EMERGENCY MEASURES BYLAW FROM JUNE 14TH, 1999;

AND WHEREAS THE BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4 WAS READ AND APPROVED AT TWO SEPARATE MEETING OF COUNCIL HELD ON DIFFERENT DAYS;

BE IT RESOLVED THAT THE BYLAW TO REPEAL EMERGENCY MEASURES BYLAW DATED JUNE 14, 1999 #2020-4 BE FORMALLY ADOPTED

PUBLIC PRESENTATIONS/PETITIONS/DELEGATIONS

NIL

READING OF CORRESPONDENCE

1. Letter received from Province re Active Transportation Funding



Office of the Minister
PO Box 2000, Charlottetown
Prince Edward Island
Canada C1A 7N8

Transportation,
Infrastructure
and Energy

Transports,
Infrastructure
et Énergie



Bureau du ministre
C.P. 2000, Charlottetown
Île-du-Prince-Édouard
Canada C1A 7N8

September 1, 2020

Mayor David Gordon
Town of Alberton
PO Box 153
Alberton, PE C0B 1B0

Dear Mayor Gordon:

I am pleased to inform you of the approval in principle for the Town of Alberton's application in the amount of \$143,000. for the Installation of Sidewalks Project that was submitted to the PEI Active Transportation Fund (PEI AT Fund). The applicant has been given notice of the approval in principle for the project on August 31, 2020.

Provincial funding of the Project from the PEI AT Fund will be up to fifty percent of the approved total eligible Project costs. Successful applicants may use PEI AT Funding in addition to any other federal or provincial funding.

With this approval in principle, eligible costs as determined within the PEI AT Fund Guidelines and Criteria and incurred as of the date of notification of approval, will be eligible for provincial reimbursement, subject to the signing of the forthcoming contribution agreement. Should the contribution agreement not be signed, the Government of Prince Edward Island will not reimburse any costs incurred. Once signed, the contribution agreement represents the final provincial approval of the Project.

If there is any change to the scope of the Project, please notify the Active Transportation Working Group as soon as possible as any scope changes require approval by the Working Group.

As we move to the contribution agreement stage, the following conditions will also apply:

- Regardless of the outcome of any of the Project tendering processes, all ineligible costs, cost increases or overruns and any costs related to the ongoing operation and maintenance of the Project, will be the responsibility of the Town of Alberton;
- The Town of Alberton will satisfy the Government of Prince Edward Island with respect to the competitive and transparent tendering process to be established;

.../2

- The Town of Alberton agrees to work with the Government of Prince Edward Island to jointly communicate the Province's funding commitment as soon as possible and to invite the Government of PEI to participate in future media announcements and/or events related to the Project's progress. Where appropriate, any temporary signage at the Project site acknowledging the Province's contribution, would have to be in accordance with the signage guidelines provided by the Government of Prince Edward Island.

If you wish to discuss media announcements and/or events related to the project, please contact Jill Edwards, Sr. Communications Officer for the Department of Transportation, Infrastructure and Energy at jedwards@gov.pe.ca. Any other questions or concerns, please contact the Active Transportation Working Group at ATPEI@gov.pe.ca.

I would like to thank you for your collaboration to date and look forward to continuing to work together on the project. The municipality will be contacted when the contribution agreement is ready for review and signing.

Sincerely,



Steven Myers
Minister

- C. Brian Thompson, P.Eng.
Chair - Active Transportation Working Group

2. LETTER FROM PROVINCE RE EMO



Fisheries and
Communities

Pêches et
Communautés



Office of the Minister
PO Box 2000, Charlottetown
Prince Edward Island
Canada C1A 7N8

Bureau du ministre
C.P. 2000, Charlottetown
Île-du-Prince-Édouard
Canada C1A 7N8

MEMORANDUM

TO: All Mayors and Chief Administrative Officers - Cities, Towns and Rural Municipalities of PEI

FROM: Jamie Fox, Minister of Fisheries and Communities

DATE: September 2, 2020

RE: Extension of MGA Timelines – Municipal Emergency Management Program and Municipal Planning Services (Official Plan and Bylaws)

This has been a challenging year for many. Municipalities have encountered difficulties resulting from Covid-19 public health restrictions, especially with respect to holding public meetings and actively engaging with your residents.

After careful consideration of the challenges facing municipal governments across Prince Edward Island as a result of Covid-19, I would like to advise that I have extended the timelines by one year for submitting your municipal emergency management program and for providing municipal planning services.

Municipal Service	Previous Timeline	New Timeline
Submit Emergency Management Program to EMO for Review and Approval	December 31, 2020	December 31, 2021
Provide Municipal Planning Services including Official Plan and Bylaws	December 31, 2022	December 31, 2023

As the Minister responsible for the *Municipal Government Act*, I appreciate the importance of these two key municipal services. I trust this timeline extension will assist your council to see these major initiatives completed with thoughtful consideration and input from council, residents and other stakeholders.

Municipal Affairs staff is available to assist you in continuing your work towards initiating these important services. Please reach out to staff by phone at 902-620-3558 or by e-mail at municipalaffairs@gov.pe.ca.

Jamie Fox
Minister

3. LETTER FROM PASTOR SHEILA MacCALLUM RE SIDEWALKS

5 MacNeill Lane
P.O. Box 697
Alberton, PEI C0B1B6

Mayor David Gordon

Alberton Town Council

I express appreciation and thanks
for the wonderful work, that you are
doing in repairing sidewalks and
extending them in our town.

I'm enjoying my walks and
feel safe, not having to walk on the
road in places.

I appreciate the sidewalks being cleared
after winter storms, so people, who walk can
continue.

Sincerely,

INTRODUCTION OF NEW BUSINESS

1. Mayor Gordon did the first reading of the Bylaw to Amend the Development Bylaw # 2020-5

1st reading Development amendment bylaw

Council Meeting #1

FIRST READING Date: __September 14th, 2020__

Moved by Councillor: __Councillor Murphy__

Seconded by Councillor: __Councillor Curtis__ **Motion Carried**

Whereas amendments to section 4.25.3 and section 4.25.4 of the Town of Alberton Development Bylaw were recommended by Planning Board;

And whereas amendments to section 9.4.1 were recommended by Planning Board;

And whereas these revisions were advertised and a public meeting was held;

Be it Resolved that the Bylaw to Amend the Development Bylaw 2020-5 be read a first time

Council Meeting #1

FIRST READING Date: __September 14th, 2020__

Moved by Councillor: __Deputy Mayor Duggan__

Seconded by Councillor: __Councillor Murphy__ **Motion Carried**

Whereas amendments to section 4.25.3 and section 4.25.4 of the Town of Alberton Development Bylaw were recommended by Planning Board;

And whereas amendments to section 9.4.1 were recommended by Planning Board;

And whereas these revisions were advertised and a public meeting was held;

Be it Resolved that the Bylaw to Amend the Development Bylaw #2020-5 be hereby approved.

2. Mayor Gordon went over the new Town of Alberton Harassment Policy 2P-20 and called for a motion to accept the new policy.

Resolution for Harassment policy

Date: ____ September 14th, 2020 ____

Moved by Councillor: __Councillor Murphy__ __

Seconded by Councillor: ____Councillor Adams_ ____ **Motion Carried**

Whereas effective July 1, 2020, all Prince Edward Island employers must have a harassment policy;

And whereas the harassment policy must comply with the Occupational Health and Safety Act Workplace Harassment Regulations;

Be It Resolved that the Town of Alberton Harassment Policy #2P-20 be adopted and replace any other existing Harassment policy that the Town of Alberton may have in effect.

3. Mayor Gordon went over the new Town of Alberton Sewer and Collection Policy 1P-20 and called for a motion to accept the policy

Resolution for Sewer Policy

Date: __September 14, 2020____

Moved by Councillor: ____Councillor Murphy__ __

Seconded by Councillor: ____Councillor O'Brien_ ____ **Motion carried**

WhereAs the Town of Alberton provides sewer services for residents;

And whereas this policy lays out guidelines to follow for Customers and Billing as well as steps to be followed for collection of overdue accounts;

Be is resolved that the Town of Alberton Sewer and Collection Policy #1P-20 be adopted

4. Mayor Gordon went over the new Dangerous, Hazardous & Unsightly Property Bylaw #2020-3. He called for a motion to accept the new bylaw

1st reading of Dangerous ,Hazardous & Unsightly Property Bylaw #2020-3

Date: _____September 14th, 2020_____

Moved by Councillor: __Councillor Murphy__ __

Seconded by Councillor: __Councillor Curtis_ ____ **Motion carried**

Whereas the Town of Alberton has a need to develop a Dangerous, Hazardous and Unsightly Premises bylaw;

And whereas this bylaw needs to be in place to employ a bylaw enforcement officer;

Be it resolved that the Dangerous, Hazardous and Unsightly premises bylaw #2020-3 be read a first time at this council meeting.

Date: _____September 14th, 2020_____

Moved by Councillor: _____Councillor Kelly __

Seconded by Councillor: __Councillor O'Brien_ ____

Whereas the Town of Alberton has a need to develop a Dangerous, Hazardous and Unsightly Premises bylaw;

And whereas this bylaw needs to be in place to employ a bylaw enforcement officer;

And whereas the bylaw was read a first time at this meeting;

Be it resolved that the Dangerous, Hazardous and Unsightly premises bylaw #2020-3 be hereby approved.

5. Generator for Town Hall

We had our electrician do an analysis of what size Generator would be suitable for Town Hall in order for it to serve as the command centre for EMO.

Diverse Electric Inc.
272 Piusville Rd
Bloomfield, PE COB 1E0

August 25, 2020

To Alberton Town Council,

After my site visit and inspection of your electrical system I have found that you are wired at present for a few essential circuits such as furnace, pump, and a few offices. What you are wired for presently would require a gas generator of 10kw.

It is my opinion however that a 20kw propane generator with automatic transfer switch would be more logical for a community office. This would allow for automatic start. It would take care of heat pumps and all circuits in entire building including range.

*Take note that propane tanks must be 10' from generator and also 10' from any electrical components outside.

** Placement of generator would also be subject to code requirements around windows and doors.

Any further questions please don't hesitate to call me at 902-856-0501.

Thank you,

Tyler Gallant

The recommendation is a 20 kw propane generator with automatic transfer switch.

Mayor Gordon called for a motion to begin the tender process for this type of generator as well as apply to Community Revitalization fund for partial funding.

The motion was made by Councillor Murphy and seconded by Councillor Williams to begin the tender process and once the estimates are received to apply to Community Revitalization fund.

6. Dog Park

We received a quote on the price to install fencing at the Memorial Park for the Town of Alberton to provide a dog park to residents and visitors. Quote was for \$15,410 (taxes included)

Mayor Gordon called for a motion to apply to the Community Revitalization for partial funding and to allow our Recreation Director to fund raise for the park.

The motion to apply for funding was made by Councillor Williams and seconded by Councillor O'Brien. The motion carried.

7. Turnover of Streets to Province

Mayor Gordon discussed the meeting he and the Cao had with representatives from the Province to discuss the formal request for the Town of Alberton to turn over maintenance of the streets to the Province.

He called for a motion to give the Province the authority to maintain the streets of Alberton. The motion was made by Deputy Mayor Duggan and seconded by Councillor Murphy to turn the maintenance of the streets of Alberton over to the Province of PEI. The motion carried.

PLANNING BOARD RECOMMENDATIONS

1. Application 21-20 from ERC Concepts Ltd (Phillips Residence) to construct a Gazebo

Mayor Gordon went over the Council report from the planning board in regard to the construction of a gazebo at the Phillips Residence. He called for a motion to grant/deny a permit. The motion was made by Councillor Murphy , seconded by Councillor Curtis to grant the permit and the motion carried.

2. Application 22-20 from Richie Rath to construct a storage shed

Mayor Gordon went over the Council report from the planning board in regard to the construction of a storage shed at 82 Albion Street. He called for a motion to grant/deny a permit. The motion was made by Councillor Murphy , seconded by Deputy Mayor Duggan to grant the permit and the motion carried.

3. Application 23-20 from Valene Perry to rezone property at 557 Main Street from Commercial to R1

Mayor Gordon called for a motion to approve/deny application to begin the rezone process – public meeting/letters to affect neighbours etc. The motion to begin the process and to set a date for the public meeting

was made by Deputy Mayor Duggan and was seconded by Councillor Williams. The motion carried.

4. Application 24-20 from Cynthia Irving to set up a new mini home on Lot 10-30 (older section of Emma Drive Subdivision). Mayor Gordon went over the Council report from the planning board in regard to the installation of the mini-home. He called for a motion to grant/deny the application. The motion to grant the permit was made by Councillor Murphy, seconded by Deputy Mayor Duggan and the motion carried.

5. Business License approvals:

- Games West PEI located at 491 Main Street. Motion to approve was made by Councillor Murphy and was seconded by Deputy Mayor Duggan. The motion carried.
- Wang Le Family Restaurant 469 Main Street. Motion to approve was made by Councillor Williams and was seconded by Councillor Murphy. The motion carried.

COMMITTEE REPORTS

Property – Mayor Gordon

We did send one letter out to a resident with an offer to help clean up the property but the owner declined the help

Environment – Councillor O'Brien

Councillor O'Brien gave an update on the Lagoon project from Stantec

Streets & Sidewalks – Councillor Murphy

Councillor Murphy touched on the new sidewalks and the response from residents. As well there were a few poles replaced on streetlights.

Fire & Police – Councillor Adams

Councillor Adams read out the police report. There was no report submitted by Fire.

Economic Development – Councillor Curtis

Councillor Curtis mentioned the old Myricks building and wondered if with all the clean up if they would be looking to rent space. Mayor Gordon said the West Prince Development Officer had been touch with the company who owns the building and the company will get back to him in the near future to discuss plans.

Finance – Deputy Mayor Duggan

Deputy Mayor Duggan made a motion to pay the bills in the amount of \$26,443.36. The motion was seconded by Councillor Curtis and the motion carried.

Recreation – Councillor Williams

Councillor Williams spoke on how well Kenan Wilkie is doing in the position of Recreation & Events Coordinator and presented the report from Kenan

Alberton Recreation

Kenan Wilkie

Recreation and Events Coordinator

September 14, 2020

Things in the recreation department have been going great. With the children back in school, they are getting used to the “new-normal”. We are hoping to follow suit and host more recreational activities and have them considered in this same category. We will be focussing more on getting everyone in the community involved from all demographics. Some of the things we have been working on are:

- We wrapped up our soccer season. We had our final practices on Wednesday, September 2nd. Each child received a soccer ball to take home with them. The season went great and everyone enjoyed their time.
- We hosted an event called “Party at the Park”. It was an event with children’s games and obstacle courses. There were games for the adults as well. After the activities, everyone enjoyed a BBQ with hotdogs, hamburgers, and chips. The event went very well.
- The purchasing of three disc golf baskets. We have three disc golf baskets, in transit, that should be here later this week. We are creating a 3-hole disc golf course. We are looking at getting these set up as soon as possible, once arrived.
- Aiding in the installation of the wheel-chair swing. The wheelchair swing stand is now up with the cement poured. We are now waiting on getting some fencing around the swinging area and then the swing will be put on the stand and ready to go.
- We started planning for fall/Halloween activities. Some ideas are pumpkin carving contests, pumpkin scavenger hunt around the town, and a costume party with games for children. We have also started making decorations to setup outside of town hall.
- Started preparing a presentation for the transitions program of Holland college in Alberton. There are about 15 students from Westisle in this program and I will be going over my responsibilities of rec director and setting up some activities for them to participate in.
- We are creating a survey to send out to the members in our community to see what they would like to see in the town of Alberton. Once the survey is finalized, we will send them out to be completed.
- Looking into starting an after-school program where children will get to participate in sports and group activities. Looking to break them into two groups (K-3 and 4-6).

It was a slow start for recreation this summer due to covid-19, but things have been getting much better and we are only looking to improve. We are aiming to get everyone involved in the community while keeping covid-19 restrictions in mind and making everyone's safety a priority. We are hoping to make this fall a fun and eventful season for everyone in our beautiful neighbourhood.

Library Report

Alberton Public Library Monthly Report

Reporting to: Town Council
Period: Month of August 2020

Operations: Where has the summer gone? Fresh red paint on the library steps and ramp really pop! Wonderful signage at the head of the street is great promotional tool and directional aid. Thank you for that!

Programs: Virtual summer reading program has wrapped up. August was really the first full month of operation since February.

Planning: Still waiting word of when we can offer in-house library programming. Craft-in-a-bag are being made for preschool age that they can take home and create. Other age groups will be added in the future.

Kelly Gillis
Branch Technician
Alberton Public Library

CAO REPORT AUGUST-SEPTEMBER 2020

Since our last council meeting in August, things have been steady at the Hall. The end of August saw our summer students work terms come to an end. We had a pizza lunch to celebrate and to thank the students for their hard work. We will miss Elon Wilkie, Corbin Clark and Cole Crockett. They were all pleasant to have around and all required very little supervision.

September 1 was SHRED DAY – which was very exciting to Diane and I LOL. She had been sorting files for several months and we managed to fill 3 totes for the shredder. Now we can concentrate on setting up the file area so its easier to find items in the event we need to look up historical documents.

I attended the meeting with the representatives from the Province in regards to the official turnover of the streets of Alberton to the Province. We had a public meeting about changes to our development bylaw – in the areas of Accessory building sizes and the Commercial lot requirements table.

Garth is off again – this time for 6 weeks, and we were fortunate to have Donnie Bernard available to fill in. Always pleasant having Donnie around. He was largely responsible for getting the wheelchair swing up in the playground by the library.

We were pretty excited to get notice that the Active Transportation fund approved our sidewalk project for funding. As well we have had many positive comments on how great it is to have the new sidewalks installed in their locations to make it safer for residents to walk throughout the town.

Looking forward we hope to have the fencing up for the dog park soon and that will be a great asset to the town in attracting visitors and new residents. We have 2 new businesses in town as well – welcome to Games West and the new owners of the former Sidewalk Grill -now to be called the Wang Le Family Restaurant. Great to see new businesses in town.

Here's hoping the fall brings good weather!!

That concluded the meeting. Mayor Gordon called for a motion to adjourn. The motion was made by Deputy Mayor Duggan, seconded by Councillor Adams and the motion carried to adjourn the meeting.