



APPROVED MINUTES FOR REGULAR COUNCIL MEETING  
HELD MONDAY SEPTEMBER 13TH, 2021 AT 7:00 P.M.

The regular council meeting was held Monday September 13th at 7:00 P.M. with Mayor Gordon presiding. Also present were Councillor Adams, Councillor Curtis, Deputy Mayor Duggan, Councillor O'Brien, Councillor Williams, CAO Donna Thomson. Jillian Trainor from the West Prince Graphic, Kristin Gardiner from the Journal Pioneer and Staff Sergeant Troy MacLean from the RCMP were also in attendance. Councillor Murphy was unable to attend due to illness. Gail Adams joined the meeting midway through for a presentation from Cat Action Team.

Mayor Gordon called the meeting to order and welcomed everyone to the meeting. He then called on Staff Sergeant MacLean to present the police report, as the Officer had another meeting to attend. Sergeant MacLean read out the police report. He also noted that the staffing issues that had been occurring were getting better and that new members would soon be starting at the West Prince detachment.



**TOWN OF ALBERTON  
MAYOR'S  
POLICING REPORT  
AUGUST, 2021**

**West Prince RCMP Detachment  
“L” Division  
Prince Edward Island**

Prince District RCMP Members have reported 171 hours providing policing services to the Town of Alberton during the month of August, 2021.

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 and school visits.

A total of 21 calls for service were received during this past month. Following is a breakdown of those calls.

Quarantine Act	2
Disturbing the peace	1
Mischief	1
Traffic complaint	2
Flight from police	2
Impaired driving	1
Suspicious person	1
Assist Provincial Agency	1
Sudden death	2
Theft under \$5,000	1
Well-being Check	1
Extortion	1
911 Act	1
False alarm	5

Provincial Statutes for the month:

Speeding violation	6
Seatbelt violation	1
Non-moving traffic violation	1
Written Warning	1

Five Criminal Record Checks were completed for residents of Alberton this past month.

A stationary radar check was conducted during the month where over 500 vehicles were checked. Two charges under the Highway Traffic Act were issued for speeding. A second Check Stop was held involving approximately 17 vehicles. No charges were issued.

The Provincial Priority Unit targeted drivers in the Alberton area early in the month and issued charges for speeding, seatbelt violations and driving while license is suspended. A vehicle that fled from police was later found abandoned at a residence and was towed until the owner and/or driver could be located.

Provincial Priority Unit and Prince District members have been requested/directed to provide enhanced traffic enforcement through routine patrols within the community of Alberton as we transition from summer to fall and to support the beginning of the new school year.

Prince District RCMP hope for a safe and uneventful upcoming new school year!

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



S/Sgt. Troy MacLean,  
District Commander  
Prince District RCMP  
902-436-9300

Sgt. Neil Logan  
Operations NCO  
Prince District RCMP  
902-436-9300

### **Declaration of Conflict of Interest**

Mayor Gordon asked councillors to declare conflicts of interest. Councillor O'Brien declared for Health and Councillor Williams for fire.

### **Approval of agenda**

Mayor Gordon called for a motion to approve the agenda. The motion was made by Deputy Mayor Duggan and it was seconded by Councillor Williams. The motion carried.

### **Adoption of minutes**

Mayor Gordon called for a motion to adopt the minutes from the August 9<sup>th</sup> regular council meeting. The motion was made by Councillor Adams and was seconded by Deputy Mayor Duggan. The motion carried.

### **Business arising from the minutes**

Canada Post mailboxes:

CAO Donna Thomson then gave an update about the Canada Post mailboxes that were installed on Emma Drive. She said she had many emails back and forth with Canada Post and Transportation from the Province about possible new locations for the boxes. All parties were unable to agree on a suitable safe location. The agreement was to have the boxes closed for now, and that the 4 residents who are using the boxes would pick up their mail via the Canada post office on Main Street. Canada Post wanted to ask Council if the boxes could remain in that location until the spring when a new location could be found. Mayor Gordon asked the council what their thoughts were on leaving the boxes there until spring. Councillor O'Brien said its very confusing to the elderly users of the boxes to try and figure out where to get their mail, and now they will have to go back to the post office. She also questioned if there was an accident would the town be liable. Mayor

Gordon mentioned that we don't own the streets now so it shouldn't fall on the town.

Councillor O'Brien asked who makes the decision as to where the boxes are to be placed. The CAO said it was a Canada Post decision and as far as she could tell, they are working off maps. She mentioned that a representative from Transportation from the Province had thought moving the boxes to the opposite side of the street would be a better fit and marked the location on a map attachment to an email. She said it was obviously an older map as the hedge along the side of 428 Church was only about waist high and now, they are full grown. Once the representative came onsite to Alberton, he realized the sight line was not appropriate due to the growth of the hedge. Councillor O'Brien said most of the roadside boxes have a large pull off area and Deputy Mayor Duggan mentioned that some are located in parking lots as well. Councillor O'Brien questioned why they couldn't be moved now as we had requested. The CAO mentioned that she wasn't sure but it may come down to scheduling a crew to move them. Mayor Gordon said to advise Canada Post to leave the boxes there for now and send the residents to pick their mail up at the post office. The CAO said she would notify Canada Post.

#### Project Updates:

Mayor Gordon announced we had received funding from the Active Trail Fund for our trail projects and the work is underway in the planning stages.

## Update on Ball Diamond Washrooms:

Mayor Gordon noted that Donnie Bernard had been in touch with a person who worked on the Canoe Cove Community Park washrooms as they had a good setup with changing rooms. Donnie went down and looked them over, took measurements and pictures. Deputy Mayor Duggan noted that Bloomfield Park has a new building this year as well. Donna said she would get Donnie to check it out as well for comparisons. The CAO went over the information that Donnie had submitted and said the pictures and measurements were available if Council were interested. Councillor O'Brien wondered if we needed to have gender specific washrooms or could just have a washroom with separate change rooms. That would allow for a smaller footprint to the building. Deputy Mayor thought that it might be due to needing to have separate stalls.

## Skate Park Survey

The CAO gave an update on the online survey. She said that halfway through the survey being posted, it became apparent that people could vote more than once. She said it became quite apparent as one category received over 100 votes in one day whereas previously the voting for each side was in smaller increments. She said that the best approach would be to look at a better survey that only allowed one vote per person, and also now that the recreation director position is vacant that it would be put on hold. Councillor Williams asked to speak on the topic. She noted that she had been absent for the previous meeting due to a work commitment, but that she wanted to go on record about the subject. She said that the skate park came about due to the ambitions of a group of residents who worked hard to make it happen. She noted that while it may not be getting much usage now,

that the younger generation of children may utilize it in the future, and these children wouldn't be the ones voting on a survey right now. She said she is supportive of pickle ball but perhaps we should be looking at a separate court as an addition instead of removing the skate park altogether. Councillor O'Brien said she thought the park wasn't being used right now. Councillor Williams said perhaps it isn't being used right now, but perhaps next year it would be. She said she would be a hard no about removing the park. Councillor O'Brien asked if the structure could be removed and stored to try something else in that location. Mayor Gordon wondered if the easiest solution would be to put in a separate pad for a pickleball court. Councillor Williams also noted that a lot of money went into the skate pad. Councillor Curtis agreed it was a large amount, as the park had actually been done twice. It had been removed years ago and then it was brought back by volunteers raising the money to help fund it. Councillor Williams said as a community we have to offer something for all age groups. She said we want to grow our recreation in the area. Mayor Gordon asked council if they were okay with leaving the park as is for now and looking at it again later when we hire a recreation director to see what can be done in that location. Deputy Mayor Duggan said he is alright with leaving the park there, he also noted that we should look at the Ball Diamond Park as a whole and perhaps come up with a plan for the park to have it structured so we can have other activities there. He noted that the splash park will be going in over there as well, so a plan for the whole location should be looked at. Councillor Curtis noted that most skateboarders liked to be in visible areas. Deputy Mayor Duggan said if we could turn the area into a place with multiple activities the chances of it being used more would happen. Council decided to leave it as is for now and to look at the area as a whole to try and develop a plan on how to utilize the space.



Mayor Gordon moved on to the next item on the agenda, the second reading of the Town of Alberton Sewer Utility Corporation Bylaw, Bylaw #2021-7. He called for a resolution to have the bylaw read a second time. The resolution was made by Councillor Williams, seconded by Deputy Mayor Duggan and the motion carried.

Second Reading Date: September 13<sup>th</sup>, 2021

Moved by: Councillor Williams

Seconded by: Deputy Mayor Duggan

Whereas the Town of Alberton offers municipal sewer services to residents;

And whereas the utility bylaw was originally drafted in 1988 outlining the service;

And whereas Municipal Affairs and IRAC suggest updating the bylaw greater defining the services;

Be it resolved that the Town of Alberton Sewer Utility Corporation Bylaw, Bylaw #2021-7 be read a second time at this council meeting.

Mayor Gordon then called for resolution for the approval of the second reading of the bylaw. The motion was made by Councillor O'Brien, seconded by Councillor Curtis and the motion carried.

Second Reading Date: September 13<sup>th</sup>, 2021

Moved by: Councillor O'Brien

Seconded: Councillor Curtis

Whereas the Town of Alberton offers municipal sewer services to residents;

And whereas the utility bylaw was originally drafted in 1988 outlining the service;

And whereas Municipal Affairs and IRAC suggest updating the bylaw greater defining the services;

And whereas the Town of Alberton Sewer Utility Corporation Bylaw, Bylaw #2021-7 was read a second time at this council meeting;

Be it Resolved that the Town of Alberton Sewer Utility Corporation Bylaw, Bylaw #2021-7 be hereby approved.

Mayor Gordon then called for a resolution to adopt the new bylaw. The motion was made by Councillor Adams, seconded by Councillor Curtis and the motion carried to adopt the bylaw.

Adoption Date: September 13<sup>th</sup>, 2021

Moved by: Councillor Adams

Seconded by: Councillor Curtis

Whereas the Town of Alberton offers municipal sewer services to residents;

And whereas the utility bylaw was originally drafted in 1988 outlining the service;

And whereas Municipal Affairs and IRAC suggest updating the bylaw;

And whereas the Town of Alberton Sewer Utility Corporation Bylaw, Bylaw #2021-7 was read and approved at two separate meetings of council held on different days;

Be it resolved that the Town of Alberton Sewer Utility Corporation Bylaw, Bylaw #2021-7 be formally adopted.

Mayor Gordon then gave an update on the Alberton Fire Department rescue boat. The department took possession of the boat on Saturday September 11<sup>th</sup> and training is commencing for members. A formal press release will be done at a later date for the official announcement.

### **Reading of Correspondence**

Mayor Gordon made note of the correspondence included in the Councillor's packages. There was a letter received for the approval of the Official Plan and Development bylaw amendments for 396 Church Street.

The second letter received was the approval letter for the Active Transportation fund.

### **Presentation to Council from the Public:**

The next item on the agenda was a brief presentation by Gail Adams on the Cat Action team. The team are looking for volunteers within Alberton to help trap feral cats and arrange for them to be spay/neutered. Ms. Adams explained that the initiative was quite successful in O'Leary and she thought it could work well here as well. The CAO told her she could put it on the social media pages for the Town to see if anyone might be interested in helping out. Ms. Adams thanked council for their time, and she left the meeting.

### **Introduction of New Business**

The first item for consideration under new business was a request from the CAO to be able to run an ad for the snow removal tender. Mayor Gordon called for a resolution to give the CAO authorization to run an ad for a snow tender. The motion was made by Councillor Williams, seconded by Deputy Mayor Duggan and the motion carried.

Next up for consideration of council were two requests for funding. The first was from the Community Navigator to sponsor Neighbour Week which is running from September 20-27<sup>th</sup> for prizes and to help fund events they are planning. The motion to sponsor the initiative for \$100.00 was made by Councillor Williams and was seconded by Councillor Adams. The motion carried. The CAO noted that the town's participation in the week was to host a town wide yard sale where each resident wanting to participate would register with the town hall and the town would create a map of the event and post it to social media. The town hall will be a stop on the map with a booth set up for a draw for door prizes and Donna and Diane will each have tables set up as well.

The next request was from Community Safety Net to sponsor 15 children for a cost of \$225 (plus HST) for fire safety books for Fire Safety week. The CAO noted that the town has previously sponsored in the past. Councillor Williams left the room as she was in conflict due to her being a member of the Fire Department. The motion to sponsor 15 children was made by Deputy Mayor Duggan and seconded by Councillor Curtis and the motion carried. Councillor Williams returned to the meeting.

The third item was an update on staffing. The CAO completed employee evaluations for Donnie Bernard and Diane Broderick and recommended bumping their wages up to closer what other municipalities are paying for those positions. Council were given copies of the evaluations to look over. Mayor Gordon called for a motion to grant the 2 employees raises to the recommended amount. The motion was made by Councillor Williams, seconded by Councillor O'Brien and the motion carried.

The final item under New Business was a request from MRSB to rent temporary office space from October to February for 2 staff members. They are eventually moving to office space in Mill River, but it won't be ready for tenants until February. Mayor Gordon asked council if anyone had any concerns about renting the office. No one had any concerns so he called for a motion to rent them an office. The motion was made by Councillor O'Brien, seconded by Councillor Curtis and the motion carried. The CAO clarified that the rent would be \$300 the same as the ACDC pay for their space.

### **Planning Board Recommendations**

Mayor Gordon then called for a motion to have the second reading of the Development Bylaw Amendment #2021-6 to change the zoning of PID 19117 (28.5 acres next to home hardware at 590 Main Street) from Light Industrial, PID 920892 on Albion street across from Western Hospital from Single Unit Residential/Multi Unit Residential, subdivide and rezone a portion of PID 852897 at 622 Main Street from Light Industrial and lot 11-4 in the Emma Drive Subdivision (part of PID 30791) from Single Unit Residential all to Recreation and Open spaces. The motion was made by Deputy Mayor Duggan, seconded by Councillor Adams and the motion carried.

### **Development bylaw amendment #2021-6**

Second reading date: September 13th, 2021

Moved by: Deputy Mayor Duggan

Seconded by: Councillor Adams

Whereas the Town of Alberton own several properties that they plan on utilizing for future recreational development;

And whereas PID 19117 (28.5 acres next to home hardware at 590 Main Street) is zoned Light Industrial, PID 920892 on Albion street across from Western Hospital is zoned Single Unit Residential/Multi Unit Residential, PID 852897 at 622 Main Street (to subdivide and rezone a portion of that) is zoned Light Industrial and lot 11-4 in the Emma Drive Subdivision (part of PID 30791) is zoned Single Unit Residential;

And whereas this application requires an amendment to Town of Alberton Development Bylaw Zoning Map to change the properties to Recreation and Open Spaces;

Be it resolved that the Town of Alberton Development Bylaw amendment #2021-6 be read a second time at this meeting.

Mayor Gordon called for a motion to approve the second reading of Development Bylaw Amendment #2021-6. The motion was made by Councillor Curtis and was seconded by Councillor Williams. The motion carried.

Second reading date: September 13<sup>th</sup>, 2021

Moved by: Councillor Curtis

Seconded by: Councillor Williams

Whereas the Town of Alberton own several properties that they plan on utilizing for future recreational development;

And whereas PID 19117 (28.5 acres next to home hardware at 590 Main Street) is zoned Light Industrial, PID 920892 on Albion Street across from Western Hospital is zoned Single Unit Residential/Multi Unit Residential, PID 852897 at 622 Main Street (to subdivide and rezone a

portion of that) is zoned Light Industrial and lot 11-4 in the Emma Drive Subdivision (part of PID 30791) is zoned Single Unit Residential;

And whereas this application requires an amendment to Town of Alberton Development Bylaw Zoning Map to change the properties to Recreation and Open Spaces;

And whereas the Town of Alberton Development Bylaw Amendment #2021-6 was read for a second time at this meeting;

Be it resolved that the Town of Alberton Development Bylaw Amendment #2021-6 be hereby approved.

Mayor Gordon then called for a motion to adopt the Development bylaw amendments. The motion to adopt the bylaw was made by Councillor O'Brien, seconded by Councillor Adams and the motion carried.

Adoption Date September 13th, 2021

Moved: Councillor O'Brien

Seconded by: Councillor Adams

Whereas the Town of Alberton own several properties that they plan on utilizing for future recreational development;

And whereas these properties are currently not zoned recreational;

And whereas PID 19117, PID 920892, lot 11-4 of PID 30791 and a portion of PID 852897 are being rezoned to Recreation and Open Spaces;

And whereas the Town of Alberton Development Bylaw Amendment #2021-6 was read and approved at two separate meetings of council held on different days;

Be it resolved that the Town of Alberton Development Bylaw Amendment #2021-6 be formally adopted.

That concluded the Planning Board recommendations.

## **Committee reports**

### **Property**

Mayor Gordon noted he had nothing to report for property.

### **Economic development**

Councillor Curtis reported that Aster + Ash had opened on Main Street and the old Revilo building was getting some updates by the new owner.

### **Environment**

Councillor O'Brien had nothing to report

### **Sidewalks & streetlights**

Councillor Murphy was absent. The CAO noted that a streetlight request for a light at 669 Main Street had gone into Maritime Electric.



## **Fire Report**

Councillor Adams read out the Fire Report submitted by the Alberton Fire Department.

Aug-2021 Fire Report

Alarm-1

Structure fire -1

False alarm-1

Water Rescue-1

Medical first responder-1

Motor vehicle accident-1

Congratulations are extended to Mark Jeffery, Kyle Rafuse and Garrett Tanton on passing their level 1 firefighter certification.

The Rescue Boat is expected to be delivered in the first two weeks of Sept. Training will begin immediately.

Respectfully submitted by  
Darrell Graham Deputy Fire Chief

## **Recreation**

Councillor Williams started by saying that Kenan Wilkie our Recreation director had made the decision to move on another job. She said we were sad to see him go, but we understood and wished him well. She said his work during his time here showed how important it is to have someone in the position and that she hoped we could find a replacement soon.

She then presented the Library Report and noted she was glad to see Kelly Gillis taking some much-deserved vacation time.

Alberton Public Library  
Monthly Report

Reporting to: Councilor Kelly Williams

Period: Month of August 2021

Operations: Donnie and his summer staff are doing wonderful upkeep in and around the library.

Programs: Summer Reading Program was successful with 21 children in total participating, all outdoors.

Two storywalks were set up outside the library for people to walk and read. Pages 8 and 9 of the last story have blown away in hurricane Ida's aftermath but Alberton was the last location (but if you see corrugated plastic in the bushes, it could be mine lol). Also a successful "Learn to love your library" event for newcomers saw a group of Mexicans from Elmsdale come and get library cards.

Planning: It is hoped with Phase 5 of reopening plans that we could soon begin indoor planning, but as of September 7<sup>th</sup>, that could be on hold for a little while longer. Will continue with craft-to-go bags and online services for now. I am taking vacation from September 10-21<sup>st</sup> (please pray for me while I am trapped with my husband of 25 years on a road trip lol)

Kelly Gillis  
Branch Technician  
Alberton Public Library

Mayor Gordon called on Deputy Mayor Duggan to present for the Finance committee. Deputy Mayor Duggan made a resolution to pay the bills in the amount of \$80,636.75. The motion was seconded by Councillor Williams and the motion carried. She then asked to rescind the seconding as the bills included the Fire Boat cost and she didn't want to be in conflict. Mayor Gordon asked for another seconder, and it was seconded by Councillor O'Brien and again the motion carried.

The last report was from CAO Donna Thomson, who presented her report.

CAO REPORT  
August 10<sup>th</sup> - September 13<sup>th</sup>

The end of summer – it went by all too fast. I was disappointed when Kenan told me he had decided to leave the Town. We will certainly miss having him and Blu around. But we wish him luck in his future endeavours.

I have begun a staffing process to replace him as recreation/events director. The position is advertised on various job boards. We have received a few resumes, but

no decisions have been made as of yet. Hopefully we will find someone before too long.

I was pleased to get the notice of the approval of our Trail project. This will be a great addition to the town. I joined a hiking group sponsored by Go West, which showcases a different trail walk each week. It will be helpful to see how other trails are structured for when we are planning ours.

All of our student workers have completed their work terms. We had a wrap-up luncheon for them on August 27<sup>th</sup>. It sure is quiet around here now with just Donnie, Diane and me. We hope to be able to get an EDA worker to help with the Fall cleanup now that Kenan isn't around.

There is an event coming up for the Community Navigator Good Neighbour Week. We are having a town wide yard sale event September 25<sup>th</sup>, and we will organize a map of the participating residents. Great chance to get out and see your neighbours and check out some great deals as well. We hope to plan something for Halloween as well...pending Covid of course.

I did manage to get a few hours of vacation here and there. Not going to lie I will miss the warm weather. Let's hope Mother Nature is kind to us this fall and there are no big storms.

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