



## Minutes of Regular Council Meeting Held Monday April 11<sup>th</sup>, 2022, at 7:30 p.m.

The regular meeting of council was held Monday April 11<sup>th</sup>, 2022, at 7:30 pm with Mayor Gordon presiding. In attendance were Councillor Murphy, Councillor Adams, Councillor Curtis, Councillor Williams, Deputy Mayor Duggan and CAO Donna Thomson. Councillor O'Brien was unable to attend due to a work commitment. Jillian Trainor from the West Prince Graphic and Corp. Andy Cook from the RCMP were present as well. Also, in attendance for the first part of the meeting were guests Minister Ernie Hudson, and Charlotte Stewart a Heritage Officer with the Province, who were on hand to present the Heritage Designation award for the Stone Station building.

Before Mayor Gordon called the meeting to order, he welcomed the guests to the meeting. He explained that the guests were on hand to present the Town with a heritage designation recognition for the Stone Station building. He turned the floor over to Minister Hudson. Minister Hudson thanked Mayor Gordon and introduced Charlotte Stewart, who was representing Heritage department for the government of Prince Edward Island.

Minister Hudson passed on regrets from Minister MacKay, who is the Minister in charge of Heritage Places. Minister MacKay was unable to attend due to a scheduling conflict. He spoke on the history of the stone station in Alberton and how fortunate that the Town recognized the uniqueness of the property and that they were willing to preserve the character of the building. He mentioned the station was built in 1904-1905 and that it was designed by architect CB Chappell, modeled after the station in Kensington. He spoke of how it once served as the offices for the Town, that it was a visitors information center at one point and that it now houses the Library. Minister Hudson remarked there were many original features to the Station including the wooden panels on the walls and the wood floor. Minister Hudson spoke of childhood memories of the Train coming to Alberton and delivering coal, as well as transporting potatoes.

He mentioned the role that Heritage plays and thanked the Heritage officer Charlotte Stewart for all her hard work. He mentioned the plaque that now can be placed on the exterior of the building which will mark it as a preserved heritage location. He then presented the plaque and a statement of significance certificate and mentioned the heritage incentive grant that is available to assist with renovations that are in keeping with the character of the building.

Minister Hudson, Councillor Curtis and Mayor Gordon then posed for pictures of Minister Hudson presenting the plaque.



Minister Hudson and Charlotte Stewart left the meeting. Mayor Gordon then called the meeting to order.

He called for declarations of conflict of interest. He declared Councillor Williams for Fire and Councillor O'Brien for Health.

Mayor Gordon called for a motion to approve the agenda. The motion was made by Councillor Williams and was seconded by Councillor Adams. The motion carried. He then asked for a motion to adopt the minutes from the March 14<sup>th</sup> regular meeting of council as well as the minutes from the March 28<sup>th</sup> Budget adoption Special meeting. The motion was made by Deputy Mayor Duggan, was seconded by Councillor Williams and the motion carried.

Mayor Gordon moved on to business arising from the minutes. He explained we had cancelled the tender for the truck as we had spoken to the vendor who informed us that the wait time for a  $\frac{3}{4}$  ton truck could be up to an additional two years. He explained that the CAO had redone a tender for a  $\frac{1}{2}$  ton truck which are a quicker turn around time for a build. Mayor Gordon said the CAO had emailed the 3 large vendors advising them of the tender. The CAO stated it was also advertised on the Provinces procurement website and was set to close on May 5<sup>th</sup>.

Mayor Gordon then welcomed Corp Cook to the meeting and asked him to present the police report as the officer had another meeting to attend. Corp Cook went over the police report reading out the types of calls responded to for the month of March.



**TOWN OF ALBERTON  
MAYOR'S  
POLICING REPORT  
MARCH, 2022**

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

Prince District RCMP Members have reported 212 hours providing policing services to the Town of Alberton, during the month of March, 2022.

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.

Seven Criminal Record Checks were completed for residents of Alberton, during this past month.

A total of 29 calls for service were received during this past month and are broken down as follows:

Abandoned Vehicle	1
Assault	3
Assistance to General Public	1
False Alarm	1
911 Act	1
Family Law Act	1
Fire Prevention Act	1
Flight from Peace Officer	1
Harassing Communications	1
Identity Theft	1
Mischief – Damage to Property	2
Traffic Violations	10
Theft Under \$5000	2
Sexual Interference	1
Traffic Collision	1
Uttering Threats against a Person	1

Provincial Statute Charges/Warnings for the month:

Non-Moving Charge	3
Written Warning	7

We will be finalizing our 2021-22 Prince District Annual Performance Plan (APP) and initiating our 2022-23 Performance Plan. I will be forwarding a draft of this plan and our initiatives in late April for review and council approval. The 2022-23 Prince District APP includes provincial, divisional, district, and community priorities that incorporate traffic enforcement/road safety, fraud prevention, police visibility/engagement within our communities, employee wellness, and prolific/high risk crime reduction strategies.

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

*S. Troy MacLean, S/Sgt.*

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

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

Mayor Gordon thanked Corp Cook for his report. The officer left the meeting.

## **Fire Report**

Mayor Gordon moved on to the other Committee reports. He asked Councillor Curtis to read out the fire report. Councillor Curtis read out the report.

March-2022 fire report.

Medical First Responder calls-5

Electrical pole fire-1

Structure Fire-1

Alarm-1

Fire training-1 Medical training-1

One member recertified as a medical first responder

One member certified for ice rescue.

New equipment: 1 new SCBA,4 s.c.b.a bottles, 4-thermal imaging cameras, 5 new helmets.

Respectfully submitted

Darrell Graham

Deputy Fire Chief.

Mayor Gordon thanked Councillor Curtis.

## **Property Report**

Mayor Gordon then reported for his committee property. He noted that the subdivision was seeing some construction starting on the lots. He said it was great to see development taking place.

## **Environment Report**

Next to present committee reports was Councillor Adams for Environment. He noted that March Interest letters and customer statements had gone out to customers with outstanding balances. He also mentioned that letters had gone to delinquent accounts.

## **Sidewalks and Streetlights**

The next committee report was Councillor Murphy for Sidewalks and Street lights. He noted that all was well.

## **Recreation**

Councillor Williams then reported for Recreation. She presented the Library report from Branch Technician Kelly Gillis.

Alberton Public Library

Monthly Report

Reporting to: Councillor Kelly Williams

Period: Month of March 2022

Operations: Winter is hanging on! Parking lot being kept cleared. Thank you.

Programs: Various virtual programs for adults including gardening, resume/job search, and mental health.

Planning: Depending on word on April 7<sup>th</sup>, we may be slowly easing to in-person story time and book club programs.

Please see attached circulation stats for the year 2021.

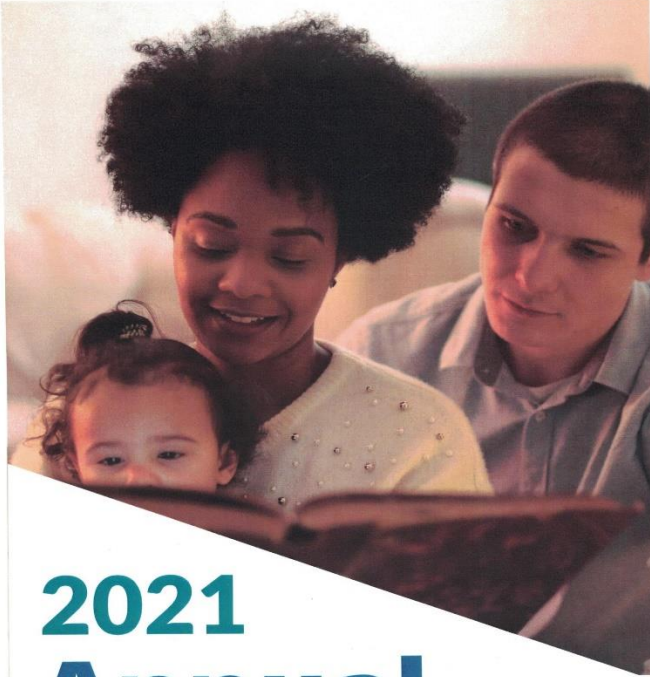
Kelly Gillis

Branch Technician

Alberton Public Library

She also noted that the Library Annual report was included in council's packages.





ALBERTON PUBLIC LIBRARY

2021  
**Annual  
Report**



Public Library  
Service

# BY THE NUMBERS

\*statistics from January 1st - December 31st, 2021

## LIBRARY CARDS

1,206 people have Alberton library cards

## CIRCULATION

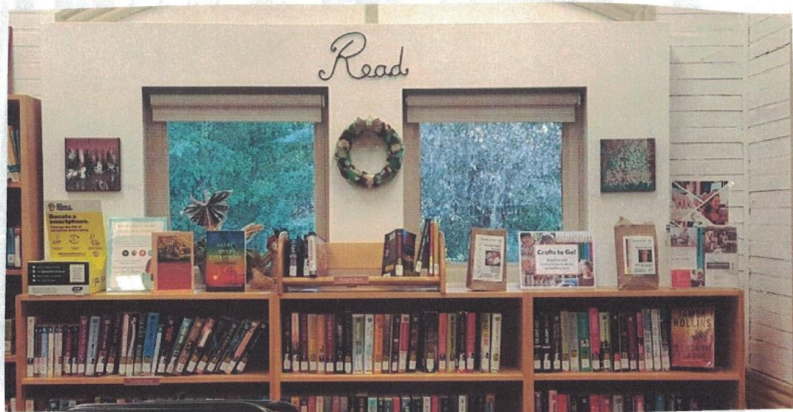
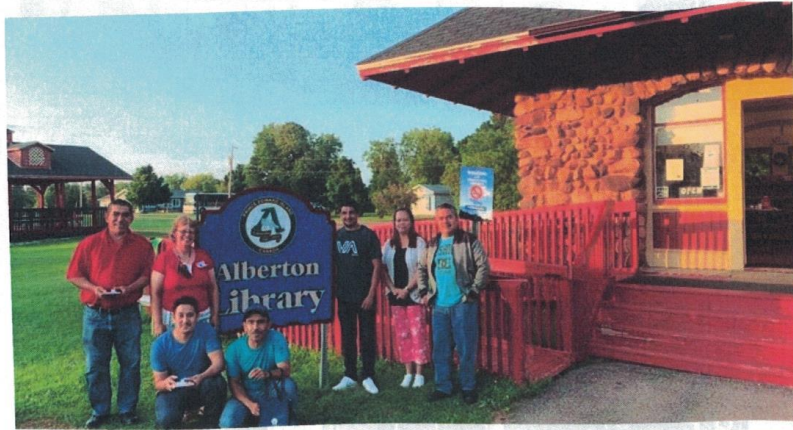
6,720 books, DVDs, CDs, magazines, etc. were checked out

## PROGRAMS

85 children and adults attended library programming

## COMPUTER USAGE

251 sessions on public access computers



# ALBERTON PUBLIC LIBRARY

Councillor Williams thanked town staff for all their hard work on the spring/Easter decorations. She said the response around town was that it was very well received and that people were enjoying them. She mentioned that staff had a Find the Leprechaun's Pot of Gold event for St Paddy's day and that it went over well. She noted that an Easter egg hunt was planned for April 16<sup>th</sup>. She asked the CAO how the recruitment was going on the Recreation director's position. The CAO responded that once again there weren't many quality applications. She said she was corresponding with an individual, but that he was out of province as well as being in Canada on a work permit, so she wasn't sure how that may play out. The CAO noted that there were ads placed in both the Guardian and West Prince Graphic newspapers, as well she had reached out to Holland College's Sports and Leisure Management instructor to advise his students of the job opportunity.

### **Finance Report**

Mayor Gordon called on Finance committee chair Deputy Mayor Duggan for his report. Deputy Mayor Duggan made a motion to pay the bills in the amount of \$44,770.81. The motion was seconded by Councillor Curtis and the motion carried.

### **CAO Report**

Next up was the CAO report by Donna Thomson. Ms. Thomson read out the highlights of the report.

#### CAO Report

It continues to be busy at the hall. I met with our Senior committee chair and Transportation West about funds remaining in our New Horizon Grant. We have assigned the money to Transportation West to help subsidize Alberton residents. The funds will be used for any necessary trips until the fund is used up. They were very pleased to be able to assist us in this.

We adopted the budget at a public meeting on March 28<sup>th</sup> and submitted to Municipal affairs. I met with WSP and they agreed to help us with the Splash Pad project particularly with tendering. I met with Mark Simmons regarding the electronic sign. They anticipate the sign being in place in 4-6 weeks.

I attended a wrap-up meeting with consultants on the soccer complex. I also had a meeting on the extension of the MOU with the Federation and the Province on Equalization payments.

Working on the Recreation position and promoting students jobs for the summer. So far there aren't many applications trickling in. We did run ads in local papers, but so far no local applicants.

Upcoming will be the Annual Federation of PEI Municipalities meeting. It is being held April 25<sup>th</sup> in North Shore. Anxiously awaiting the ground to dry up so we can resume the trail project, and the Municipal upgrades projects.

That concluded the committee reports.

### **New Business**

Mayor Gordon moved on to new business. The first item under new business was a recap of upcoming funding opportunities. Mayor Gordon asked the CAO to go over the grants available. Ms. Thomson noted that there were various streams accepting applications with a deadline of April 29<sup>th</sup>. One, she explained, is the Municipal Strategic Components which prioritizes wastewater and capacity management, but also can be used for recreational infrastructure. The CAO also mentioned the Community Foundations grants which are expected to open applications in the next few weeks, as well as the ACOA grant for Rediscover Main Streets. Ms. Thomson also noted that the Agri spirit grants through the Farm Credit are also taking applications. She asked Council to consider anything they would like to try for funding for. Mayor Gordon asked if we could work with ACDC to submit an application. Ms. Thomson noted that this funding stream is now open to municipalities. Mayor Gordon wondered if a fountain would be covered for town pond and sprucing up the gazebo. Ms. Thomson said maybe the murals could be touched up as the paint is fading on some of them. The CAO said she would do some more research and see what may be covered under the ACOA stream as it is up to 100% financing.

Mayor Gordon moved to the next item, a reading of a new parking bylaw. He asked the CAO about the bylaw. She explained that when the new parking bylaw was submitted to Municipal Affairs, that they noted some older parking bylaws that were still on file as active. She noted that references to legislation in the bylaw also needed to be updated. She explained that Municipal Affairs suggested a new bylaw with the legislation references updated, and to have the bylaw repeal the older ones on the books.

Mayor Gordon called for a motion to read Parking Bylaw, Bylaw #2022-3. The motion was made by Councillor Adams, seconded by Councillor Curtis and the motion carried.

1st reading:

Date: April 11<sup>th</sup>, 2022

moved by councillor: Councillor Adams

Seconded by councillor: Councillor Curtis

Whereas the Town of Alberton strives to establish standards with respect to parking;

and whereas the Town wishes to provide guidance for the enforcement of the bylaw;

Be it resolved that the Bylaw with respect to parking bylaw # 2022-3 be read a first time at this council meeting.

Mayor Gordon then called for a motion to approve the first reading. The motion was made by Councillor Williams, was seconded by Councillor Adams and the motion carried.

Date: April 11<sup>th</sup>, 2022

Moved by councillor: Councillor Williams

Seconded by councillor: Councillor Adams

Whereas the Town of Alberton strives to establish standards with respect to parking;

And whereas the Town wishes to provide guidance for the enforcement of the bylaw;

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

Be it resolved that the Bylaw with respect to parking, Bylaw #2022-3 be hereby approved.

Mayor Gordon then called for a motion to adjourn. Councillor Williams asked Mayor Gordon if he had missed an item on the agenda, for a quote on tires for the Kioti. Mayor Gordon apologized and went back over the missed item. He explained that our maintenance man Donnie Bernard, had received a quote from Vesey's for a spare set of tires on rims for the Kioti tractor. The quote was for \$3214.23. Mayor Gordon asked Council if they thought it was necessary. Mayor Gordon explained that the quote was for turf tires. He noted that the turf tires could be used in the winter for snow removal, but that the summer tires are needed for cutting grass. Councillor Adams thought it was pricey and not necessary, he asked if we had checked around for prices. Mayor Gordon said we had already gone through 2 tires and he asked if council wanted to park this item for a later date. Council agreed to revisit closer to the winter.

Mayor Gordon then asked for a motion to adjourn. Councillor Williams said she would make the motion to adjourn, but first she wanted to thank staff again for all the work they put into keeping the town looking great. Deputy Mayor Duggan seconded the motion to adjourn and the meeting concluded.