



## Minutes Regular Council Meeting Held Monday September 12th, 2022, at 7:30 p.m.

The regular meeting of council was held Monday September 12th, 2022, at 7:30 pm with Mayor Gordon presiding. In attendance were Councillor O'Brien, Councillor Adams, Councillor Williams, Deputy Mayor Duggan, Mayor Gordon and CAO Donna Thomson. Councillor Curtis joined by Zoom and Councillor Murphy sent regrets. Also in attendance were Jillian Trainor from the West Prince Graphic and town resident Brian Poirier.

### **Declaration of Conflicts of Interest**

Mayor Gordon called the meeting to order. He went over the conflicts of interest, Councillor O'Brien 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 Councillor O'Brien and was seconded by Councillor Williams. The motion carried.

### **Adoption of Minutes**

Mayor Gordon asked for a motion to adopt the minutes from the July 11th regular meeting of council and from the Planning Board minutes from September 9<sup>th</sup>. There was no minutes from an August meeting as it wasn't held due to illness of the CAO. The motion was made by Councillor Adams, seconded by Deputy Mayor Duggan and the motion carried.

### **Business arising from the Minutes**

Mayor Gordon moved on to business arising from the minutes. Mayor Gordon advised Council that the replacement of lights to LED at the rink and fire hall has been completed.

## Public Presentations - nil

### Reading of Correspondence

Mayor Gordon noted copies of the correspondence were in the Councillor packages.

A letter from ACOA re project funding extension:



Atlantic Canada  
Opportunities  
Agency

Agence de  
promotion économique  
du Canada atlantique

Royal Bank Building, 3rd Floor  
100 Sydney Street  
P.O. Box 40  
Charlottetown, Prince Edward Island  
C1A 7K2

Project No.: 219164

August 16, 2022

Town of Alberton  
P.O. Box 153  
Alberton, Prince Edward Island  
C0B 1B0

Attention: Donna Thomson

Dear Donna Thomson:

**Note: Exceptional Circumstances due to the effects of COVID-19**

As part of the Government of Canada's response to the COVID-19 outbreak, ACOA is taking proactive measures to mitigate economic impacts in Atlantic Canada.

ACOA Clients are experiencing unprecedented disruptions affecting their operations, which in turn affect their ability to provide ACOA with required documentation using standard methods. To ensure that program delivery can continue to be done in a timely manner throughout this period, ACOA is implementing temporary measures that will streamline some work processes by providing additional flexibility for electronic signatures, acceptable methods of transmission of information and requirements for initial advance payments. These temporary measures remain at ACOA's discretion and are in addition to all terms and conditions included in the funding agreement.

In regards to document delivery, all delivery methods expressly permitted in the funding agreement continue to be acceptable, including ACOA Direct, which remains the most secure way to transmit protected information. However, it is agreed that, during these exceptional circumstances, email transmission will also be a valid means of sending notices and correspondences to the other party for the purposes of the Notice provisions in the funding agreement. Where a notice or document is communicated to the other party by email, it will be deemed to have been delivered within one (1) working day of being sent.

That said, by proceeding with an electronic signature and/or an electronic imaging and transmission of a handwritten signature, you agree that such is a reliable signature method and is binding on the Recipient, that it will have the same force and effect as an original handwritten signature, and that it will be deemed an original for all purposes. This applies to any new agreement, any amendment to an existing agreement, and any other notice or correspondence contemplated under the agreement.

Canada

In each case, you must preserve the original signed document for the entire term of the funding agreement and must provide such original, as well as any further proof of execution and authorization, to the Agency upon request.

If you do not agree with the above or have questions or concerns with any of the items outlined herein, please communicate with your program officer. If any changes are made to these temporary measures or if additional measures are implemented in the context of the COVID-19 pandemic, they will be communicated to you.

**Re: Amendment Approved under the ICF – Adapting and reimagining community spaces (CCRF)**

As per your request dated August 8, 2022, the Atlantic Canada Opportunities Agency ("the Agency") hereby agrees to the following amendment, effective immediately:

**Delete article 2.3:**

2.3 The Recipient shall complete the Project on or before June 30, 2022 (hereinafter referred to as "the **Project Completion Date**").

**Replace with 2.3:**

2.3 The Recipient shall complete the Project on or before December 31, 2022 (hereinafter referred to as "the **Project Completion Date**").

All other terms and conditions of our Agreement accepted by you on February 3, 2022, remain unchanged.

If you have any questions pertaining to our procedures and requirements, please contact me, the officer assigned to your project, at (800) 871-2596 or (902) 394-6829 or via e-mail at [heather.connolly@acoa-apeca.gc.ca](mailto:heather.connolly@acoa-apeca.gc.ca).

Yours truly,

**Connolly,  
Heather**

Heather Connolly  
Economic Development Officer

Digitally signed by Connolly, Heather  
DN: C=CA, O=GC, OU=ACOA-APECA,  
CN="Connolly, Heather"  
Date: 2022.08.17 09:40:13-03'00'  
Foxit PDF Editor Version: 11.1.0

Letter from Insurance company regarding a no hazards identified in a recent risk inspection:



28 Jul 2022

Hyndman Insurance Group Ltd.  
57 Queen Street, 2nd Floor, Charlottetown  
Prince Edward Island C1A 7L9

**RISK MANAGEMENT RISK REPORT**

Recently, Intact Public Entities conducted a risk inspection for **TOWN OF ALBERTON**. The purpose of our inspection was to identify conditions or potential risks that could result in injury, property loss, or litigation, and to suggest corrective measures, which may control or reduce the possibility of these situations from occurring.

The inspection was limited to the sites visited and does not include any declaration to the structural stability or integrity, nor any attestation with respect to conformance to codes and regulations.

**THE RESULTS FROM THIS INSPECTION WAS THAT NO HAZARDS WERE IDENTIFIED AT ANY OF THE INSPECTED ASSETS.**

Should you require clarification or have concerns regarding any matter contained in the risk report, please do not hesitate to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Boudreau".

Ron Boudreau  
Risk Management Services  
Intact Public Entities

This information is directed in confidence solely to the person named above and may not otherwise be distributed, copied or disclosed. Therefore, this information should be considered strictly confidential. If you have received this transmittal in error, please notify us immediately by telephone at 1-800-265-4000. Thank you for your assistance.

Intact Public Entities  
278 Pinebush Road, Suite 200, Cambridge, Ontario, N1T 1Z6  
Toll free 1 800 265 4000 [intactpublicentities.ca](http://intactpublicentities.ca)

Letter from province regarding the extension of service agreement with RCMP:



PO Box 2000, Charlottetown  
Prince Edward Island  
Canada C1A 7N8

Justice and  
Public Safety

Justice et  
Sécurité publique



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

August 24, 2022

Donna Thomson, Chief Administrative Officer  
info@townofalberton.ca  
Town of Alberton  
PO Box 153  
Alberton, PE  
C0B 1B0

Dear Ms. Thomson,

**Re: RCMP Policing Extended Service Agreement**

In accordance with the *Policing Extended Service Agreement (PPSA)* between the Town of Alberton and the Province of Prince Edward Island, “*the Government shall provide policing services to the Municipality equivalent to that of one member of the Royal Canadian Mounted Police during a normal work year*”.

In addition, in accordance with Amendment No. 1 *the Municipality agrees to pay to the Province an annual sum for the direct costs for one RCMP Constable to carry out their duties under this Extended Service Agreement*. Due to this Amendment, the recovery cost was reduced from \$152,447 to \$98,287 for the fiscal year 2021-2022. Per Section 1(c) of Amendment No. 1 *the direct cost items are subject to annual collective agreement increases and any other increase to those direct costs as determined under the PPSA*.

The Province has been notified by the RCMP “L” Division that the direct costs under the Provincial Policing Agreement for 2022-2023 will increase from \$98,287 to \$105,303 for one Police Officer commencing April 1, 2022.

Should you have any questions or require further information, please contact me at 368-5273 or by email [jlmcnally@gov.pe.ca](mailto:jlmcnally@gov.pe.ca).

Sincerely,

Jordan McNally, CPA, CA  
Director of Finance and Corporate Services

cc   Jonah Clements, Deputy Minister & Deputy Attorney General  
      Tanya Mullally, Acting Director of Public Safety  
      John Warr, Acting Manager of Police Services



# Approval letter from province for using marked fuel for the fire boat:



Department  
of Finance

Ministère  
des Finances



Taxation and Property Records  
PO Box 1150, Charlottetown  
Prince Edward Island  
Canada C1A 7M8

Imposition et registre des biens  
C.P. 1150, Charlottetown  
Île-du-Prince-Édouard  
Canada C1A 7M8

Town of Alberton  
3 Emma Dr.  
Alberton PE C0B 1B0

August 23, 2022

Dear Sir/Madam:

**Marked Fuel Permit: 910117**

You have been approved for a Marked Gasoline and Marked Diesel Permit for your pleasure craft. Your new permit is enclosed with this letter and will expire on **December 31, 2022**.

The Marked Gasoline and Marked Diesel Permit enables you to purchase and use marked gasoline and marked diesel in your pleasure craft. You must present your permit to marked fuel suppliers when you make purchases. They will record your permit number and expiry date in their files. While marked fuel may be purchased without paying the provincial gasoline tax or carbon levy at the time of purchase, the permit holder is still responsible to self-assess and remit the associated gasoline tax and carbon levy. Failure to submit a self-declaration form on marked fuel that is purchased may result in an assessment of tax along with penalties and interest.

Our brochure entitled *Information for Pleasure Craft Owners/Operators* will inform you of your responsibilities as a permit holder, and of the requirements for the self-assessment and payment of applicable tax and levy in respect of the purchase or consumption of marked gasoline or marked diesel.

Knowing your responsibilities will help you avoid penalties and suspension or cancellation of your permit.

This brochure is available on our website [www.princeedwardisland.ca](http://www.princeedwardisland.ca) or by contacting our office. The link to this form is: [https://www.princeedwardisland.ca/sites/default/files/publications/pt\\_pcraftbroc\\_e\\_0.pdf](https://www.princeedwardisland.ca/sites/default/files/publications/pt_pcraftbroc_e_0.pdf).

The required "Gasoline Tax and Carbon Levy Self-Declaration" form is also available on line at [https://www.princeedwardisland.ca/sites/default/files/forms/fuel\\_tax-selfdeclar\\_fill.pdf](https://www.princeedwardisland.ca/sites/default/files/forms/fuel_tax-selfdeclar_fill.pdf), or by contacting our office

Your Permit Number is the key to your information at Taxation and Property Records. It is located on your permit and this letter; please store this letter in a secure place in case your permit is lost or stolen. If you require additional information or the nature of your operation changes, visit Taxation and Property Records at 95 Rochford Street, 1st Floor Shaw South, Charlottetown, PE or call (902) 368 4070.

Scott Ryan, MBA, FCPA, FCMA  
Manager, Tax Administration and Compliance Services

**Attention: It is an offense to place or use marked fuel in a motor vehicle**

**Section 15 and 38 of the PEI Gasoline Tax Act Regulations**

Subject to the regulations, a person who holds a Marked Gasoline/Marked Diesel Permit may use marked gasoline or marked diesel, **except** for operating a motor vehicle or any equipment affixed to a motor vehicle if the equipment is powered by the same engine that powers the motor vehicle.

Motor vehicles are not exempt from fuel tax regardless of whether the motor vehicle is:

- Registered or unregistered;
- Driven on a highway or is driven only in an off highway area.

If you are found to have marked fuel in your motor vehicle:

- Your exemption permit may be revoked;
- You may be required to pay the tax on the fuel in question, and;
- There may be fines and/or penalties levied against you.

## **Committee reports**

### **Police Report**

As there was no meeting in August, there was 2 reports submitted by the RCMP. Mayor Gordon read out the highlights of the reports.



# **TOWN OF ALBERTON MAYOR'S POLICING REPORT JULY, 2022**

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

Prince District RCMP Members have reported 219 hours providing policing services to the Town of Alberton, during the month of July, 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.

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

A total of 26 calls for service were received during this past month and are broken down as follows:

Mischief	3
Motor Vehicle Act	1
Traffic Violations	7
Off-Road Vehicle Violations	2
False Alarms	2
Suspicious Person/Vehicle	1
Flight from Peace Officer	1
Impaired Operation of Motor Veh	1
Driving while Disqualified	1
911 Act	1
Disturbing the Peace	3
Person Reported Missing	1
Assistance to Provincial Agency	1
Controlled Drugs & Substances Act	1





Provincial Statute Charges/Warnings for the month:

Speeding Charges	1
Non-Moving Traffic Charges	2
Written Warnings	2

On July 22<sup>nd</sup>, 2022, at approximately 5:50 PM, a West Prince RCMP Member was travelling on Main Street, Alberton and noted two ATV's travelling at approximately 97 km/h on a roadway, in a posted 50 km/h zone. Drivers of both ATV's were not wearing helmets. Emergency lights were activated, however the ATV's fled onto the Confederation Trail. Patrols in Alberton were continued for some time, however there were negative results to finding the ATV's in question.

On Saturday morning, July 30<sup>th</sup>, 2022, West Prince RCMP was pleased to lead the Annual Exhibition Parade of floats down the streets of Alberton. The West Prince Detachment would like welcome back the Prince County Exhibition, and thanks all those who volunteer their time and efforts to organize this wonderful community event!

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



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



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

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

Prince District RCMP Members have reported 227 hours providing policing services to the Town of Alberton, during the month of August, 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.

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

A total of 26 calls for service were received during this past month and are broken down as follows:

Mischief	4
Theft	2
Motor vehicle collision	2
Assist general public	2
Traffic complaint	2
Fraud	1
Assault police officer	1
Uttering threats	1
Assist provincial agency	1
Assault	1
Suspicious person	1
Abandoned vehicle	1
Property check	1
Well-being check	1
Mental Health Act	1



Royal Canadian Mounted Police Gendarmerie royale du Canada

Canada

Child Welfare Act	1
911 Act	1
False alarm	2

Provincial Statute Charges/Warnings for the month:

Speeding violations	2
Written Warnings	2

Two minor traffic collisions occurred during the month but were both minor in nature and no one sustained any injury.

Police responded to a call of an unwanted person at a residence who was intoxicated and refusing to leave. The suspect was arrested and lodged in jail until sober and was charged with Assaulting a Police Officer and Resisting Arrest and will appear in court at the end of September to answer to the charges.

A traffic check-stop was conducted within the town resulting in two charges and two written warnings under the Highway Traffic Act.

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



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

## Fire report

Mayor Gordon read the fire report



Fire Report -Aug-12-2022-Sept-12-2022

1-Fire training- Victim removal down a ladder

1-Boat Training- training with new equipment

4- Emergency responses.

We would like to offer our Congratulations to Firefighter Mark Jeffery and his wife Michelle on their wedding.

Respectfully submitted

Darrell Graham  
Deputy Fire Chief

### **Funding request from Help Kids Now:**

Councillor Williams left the room for a funding request from Help Kids now. An email request was received to sponsor children for a fire safety course in Alberton. The request was for 20 children at \$15/per child. Mayor Gordon called for a motion to approve the request. The motion was made by

Deputy Mayor Duggan and seconded by Councillor Adams. The motion carried. Councillor Williams returned to the council meeting.

### **Property -Mayor Gordon**

Mayor Gordon went over a new initiative from Develop West Prince (formerly Alberton Community Development Corporation). He explained that Develop West Prince, a non-profit community development organization, is holding a series of community engagement sessions to learn more about housing needs and challenges in West Prince. The goal of this initiative is to learn more about specific styles or locations of housing that may need to be advanced in the community and work with necessary partners over the coming months to further explore these possibilities.

He said if anyone is interested that they should contact the CAO for the schedule.

### **Seniors – Councillor O’Brien**

Councillor O’Brien shared that the town had received funding from the Seniors Secretariat in the amount of \$3500. She said it would be used to have activities for seniors in the community.

### **Recreation – Councillor Williams**

Councillor Williams presented the Alberton Library report that was submitted by Branch Technician Kelly Gillis.

#### Alberton Public Library Monthly Report

Reporting to: Town Council  
Period: Month of August 2022

Operations: Where has the summer gone? Many tourists around to remark on the grounds and building.

Programs: Summer Reading Program and tutoring programs have wrapped up. Many visitors and cyclists making use of the library.

Planning: September events include: Storytime for ages 3-5 on Wednesday afternoons at 1 pm; Nordic Walking program on Friday September 9 at 9:30 am and Domino



Toppling on Saturday September 24 at 10:30 am, where you line blocks up and then knock them down in a domino effect (You've all done it when you were a kid, admit it!)

Kelly Gillis  
Branch Technician  
Alberton Public Library

Councillor Williams also noted that soccer has wrapped up for the season. She thanked all the volunteers for their assistance in running the program. She also noted that there would be an upcoming event in October.

### **Sewer- Councillor Adams**

Councillor Adams reported that the yearly sewer report had gone out to residents. The CAO mentioned that the Lagoon was being tested for Covid in the samples as part of a Provincial initiative. Councillor Williams asked if the numbers were in the allowable range. Ms. Thomson said yes that they were, that the numbers were a bit higher in the spring but that was normal.

### **Finance – Deputy Mayor Duggan**

Deputy Mayor Duggan made a motion to approve the bill spending in the amount of \$270,374.72. He noted that as council didn't meet in August, that the amount covered two months. The motion was seconded by Councillor Curtis and the motion carried.

The Cao presented her report.

### **CAO Report**

Time continues to pass with rapid speed...did we have a summer? Lots on the go at the Hall. Unfortunately, I was down and out with a severe cold and we had to cancel the August meeting.

We have been working with staff and suppliers on the projects we have on the go. Our summer students are all finished. We also accepted Tanya Bottrill's resignation from the Recreation directors position.

Next up is the annual audit which is scheduled for September 19-21<sup>st</sup>. Diane and I will be busy gathering up the required documents for that.

The neighbour 2 neighbour is being held Sept 24<sup>th</sup> with booths and activities being held on the exhibition grounds. Alberton is hosting a community yard sale for the event from 8am- 12 noon. It was a big hit last year and we have been getting many names to add to our map for this year.

We are also planning a day event for sometime in October to show case our completed projects. The new trials are proving a hit with residents. We have received encouraging feedback.

After that will be a Halloween event and then we are starting to prepare for the November elections. Diane and I will be attending training session in O'Leary next month so we will be very busy in the coming months.

### **Planning board recommendations**

Mayor Gordon noted that the Planning Board met on September 9<sup>th</sup> to discuss the Agricultural zoning. He said we had received a request to sub-divide a plot of land on Lorne Street that is zoned Agricultural. When reviewing the application, it was noted that there is a restriction on the number of lots that can be split off a parcel. Currently the bylaw states that only 2 lots can be subdivided and the size of the subdivided lots must be a minimum of one acre. This zoning also allows for septic tanks if the sewer line doesn't run past it. Mayor Gordon said it had come up recently in a request to split 3 lots off a parcel zoned Agriculture. He gave an example of someone owning 6 acres that only 2 lots could be split it off. Planning board thought the 2 lot allowed may be too restrictive. The board would like to amend the bylaw to be less restrictive either in the allowed size or the allowable number of lots which could be split. The CAO mentioned that in the request the Mayor had spoke of that to rezone from the Agricultural zone to either Single Unit Residential or Multi Unit Residential would mean the applicant would need to extend the sewer line to those lots, and that the cost may be too high for an applicant to bear. Deputy Mayor Duggan asked if we would amend the existing bylaw or allow an exception. The CAO said it would be better to change the bylaw. Ms. Thomson said she had checked with the town of O'Leary and their bylaw was similar in the sizing. She said the goal was to keep some of the lots agricultural in order to maintain green space in the towns. She said with amount of residential lots decreasing that not being able to rezone these parcels meant less new residential dwellings and that with the housing crisis more were certainly

needed. Deputy Mayor Duggan said that new houses were needed and that there wasn't the agriculture being utilized as in past years. He said the it was unlikely someone would be farming some of the parcels as the smaller size of those lots weren't optimal to farm.

The CAO said that the applicants in the referred request were told of this and that they had did some costing of putting in septic on those lines, but that the lots couldn't be severed with the bylaw as it reads now. She said they weren't happy being told they would need to run the sewer line.

The CAO asked if Council would consider paying half of the cost to extend the line down to the proposed lots. Deputy Mayor Duggan said if we did it would mean 3 new dwellings. The CAO said yes if the sewer line was run down , that they could rezone and have 3 dwellings. Mr. Duggan said if the line was pulled down and the parcel was rezoned that they might be able to get more lots as the R1 size restrictions were lesser than the Agriculture. Mayor Gordon asked if Council wanted the CAO to get a quote on the sewer line extension. The Council indicated that she should do so. Ms. Thomson said she would get WSP to have a look.

Mayor Gordon called for a motion on changing the bylaw. Deputy Mayor Duggan said he thought we needed to promote residential and he made the motion to amend. The motion was seconded by Councillor O'Brien and the motion carried.

### **Introduction to New Business**

**Neighbour to Neighbour:** The first item on the agenda under new business was a request for sponsorship from the Western PEI Community Navigator for an upcoming Neighbour to Neighbour event being held September 24. The CAO said the town had sponsored them in the past for \$250.00 and that they were hoping for \$500.00. She also said that \$500 was what the Council approved for the DiverCity Festival. Councillor Williams remarked that there had not been many events during Covid and that it would be good to have something like this. She asked if there was money in the budget for something like this and the CAO said that yes there was room in the budget for Special Events. Mayor Gordon called for a motion to approve \$500 for the N2N event. The motion was made by Councillor O'Brien and was seconded by Councillor Williams and the motion carried.

## **Tender for Active Transportation Plan**

Mayor Gordon said that we had received 3 tenders for the development of an Active Transportation Plan.

<b>COMPANY NAME</b>	<b>BID SUBMITTED</b>	<b>HST</b>	<b>TOTAL</b>	
Upland	30,420.00	15 %	34,983.00	
Englobe	14,490.00	15%	16663.50	
CBCL	26,076.90	15%	29,988.43	

Councillor Curtis said he thought the CBCL was better planned out. He said the lower bid was good but there was more emphasis on staffs involvement in other projects. Mayor Gordon called for a motion to award the project to CBCL. The motion was seconded by Deputy Mayor Duggan and the motion carried.

## **Splash Pad Update**

Mayor Gordon spoke briefly on an update to the splash pad project. He said the project had gone to tender but that there were no bids. He said the funding from ACOA had to be used before December 31<sup>st</sup>, 2022. He remarked there was one company interested in the project but they would not have been ready for it to have a fall installation. He said the CAO had been in contact with ACOA and that they gave us the go ahead to purchase the components this fall and have a spring installation. He said we could also move ahead with the well drilling this fall, and that the other projects funded under this agreement were nearing completion.

## **Town Truck**

Mayor Gordon said that the new town truck had arrived in between meetings. He said the CAO had emailed 3 financial institutions for loan rates to be supplied within a specific time frame and that only one institution had responded. He said Council had agreed via email to accept the Provincial Credit Union's offer for a 5.99 % fixed term of 60 months, with an amortization period of 72 months. As this was the first meeting since that agreement, he said we should have an official resolution. The motion to accept the loan rate was made by Councillor Adams and was seconded by Deputy Mayor Duggan.

Mayor Gordon said the new truck came with a truck bed and liner. Our maintenance man suggested having the bed removed and an aluminum one be installed. Mayor Gordon asked for Councils input. He said we still have the older truck that could be used if anything needing the box was required. The CAO remarked that the old truck was requiring more maintenance as it ages and that not too long in the future it would need more work to pass inspections. Mayor Gordon said the old truck would be used for the hauling of salt using the trailer. Councillor Williams asked why the truck wheels looked like something was missing, that you could see the white paint and it didn't look right. She said it looked like the wheel covers were missing. Deputy Mayor said he thought that it was a basic model. Mayor Gordon said the new truck would need to be undercoated as well. Councillor O'Brien said if it was being requested then Mr. Bernard must think it was needed. The CAO said that one of the things it may be needed for was to haul picnic tables and benches. She said the older truck has sides that could be put down for things of that nature. Mayor Gordon said we could get a cost of building a new liner and address it at the next meeting.

### **Staff updates**

Mayor Gordon said that the 3 month probationary term review had been coming up. He said that Ms. Bottrill had resigned from the position and that we had accepted it. He said we would start looking to fill the position, but there wasn't a sense of urgency as the summer programs were completed at this time. He said that the summer students had finished their terms. Also that Doug Doucette had finished his work with Maintenance and that Michelle Peterson was also done at the fire hall. He also gave an update that Cole Crockett would finish his term on September 23<sup>rd</sup> and that Kim Peterson had started a 15 week term at the fire hall.

### **Community Fridge Building**

Mayor Gordon said there is a building at the ball field that will be hauled over to use for the community fridge. He mentioned that we received \$10,000 in funding as well as an additional \$2000 from Community Revitalization fund and \$1000 from the Provincial Credit Union. Deputy Mayor Duggan asked if the power to the building would be tied into the service at the hall. The CAO said she would be reaching out to various places to try to get donations. Councillor Williams said it

would be good if we could tie it into our generator for power outages. The CAO said she would check with our electrician to see if that was possible.

### **October Event**

Mayor Gordon asked the CAO to go over the event details. The CAO said that as part of the funding we received that allowed us to put the fountain in, that an event was being planned. She said the painting was done at the gazebo by the pond and that it looks better now. She said herself and Diane Broderick had taken a few hours and did some weeding in the alleyway. She noted that signs were being made up for a town map at the gazebo and another for the top of the arch way to the alleyway.

### **Election Update**

Mayor Gordon provided an update on the upcoming election. He said the municipal elections are being held November 7<sup>th</sup>, with an advance poll on November 5<sup>th</sup>. He said we needed to post a notice of nominations before October 7<sup>th</sup>. He called for a motion to place an ad for the notice. The motion was made by Councillor Williams and was seconded by Deputy Mayor Duggan. The mayor went over further details and said that an Elections PEI sharing agreement cost \$150 which allows Elections PEI to share a voting list with the town, as well as cover the cost of voters boxes and screens for election day. Mayor Gordon also said we needed to hire Election officials and run an ad for interested parties. He called for a motion to pay the \$150 and run an ad for the officials. The motion was made by Councillor O'Brien, was seconded by Councillor Adams. The motion carried.

### **Inquiries by Members of Council – nil**

### **Introduction and Reading of Bylaws – nil**

### **Appointment to Committees – nil**

Mayor Gordon called for a motion to adjourn the meeting. The motion was made by Councillor Williams. It was seconded by Deputy Mayor Duggan and the motion carried to adjourn the meeting.





**Property Report – As Mayor Gordon was absent, Mayor Gordon presented the report.**

### **PEI BYLAW ENFORCEMENT**

#### **RURAL MUNICIPALITY OF ABERTON - June, 2022.**

- Patrolling around to get familiar with the Municipality.
- June 9- Called property manager (506-307-5681) about the state of the Travelers Rest Hotel. At 330 Church St. Piles of furniture at the far end and the grass has not been cut yet this year. She stated that the furniture was to be removed on the next weekend. She was going to get someone to cut the grass.
- 603 Main St. landscaped and getting ready to build.
- Listed a few places to watch for uncut grass. 422 Main St 17/19 Carrol St., 56 Dufferin St., 602 O'Brien Dr.
- June 16 – All furniture has be removed from 330 Church St.
- 2 disconnect notices delivered. 131 Poplar and 555 Church.
- Payment proposal delivered to 6 Dufferin
- Lawyer suggested that one more NOV to be issued to 428 Church St. for clean up efforts of 60 days before the municipality can go in and do it. Posted securely on door.
- June 23 – Called property manager of 330 Church St again about the grass at 1154. Left a message of reminder and gave her 2 weeks to get it done.
- No new files.
- New and constant changing list of properties with a grass issue.

**Officer - DONNA J. JOHNSON - B.Mus.**  
**PEI Bylaw Enforcement**  
**[peibylawenforcement@gmail.com](mailto:peibylawenforcement@gmail.com)**  
**902-218-7045**

**Tourism      Councillor O'Brien**

Councillor O'Brien reported that Canada Games are looking for nominations for the Alberton torch bearers. She noted that Councillors can nominate someone or that we can put a call out on our social medias pages.

### **Environment Report- Councillor Adams**

Councillor Adams

### **Sidewalks and Streetlights – Councillor Murphy**

Councillor Murphy was not in attendance. Mayor Gordon noted that once the students start, the lines in the parking lot would be painted and that a new electrical pole had been ordered so streetlights could be installed at the walking track.

### **Seniors – Councillor O'Brien**

Councillor O'Brien noted that the Heritage Centre were offering sessions for seniors.

### **Recreation- As Councillor Williams was unable to attend the meeting, Mayor Gordon presented the Recreation Director's report.**

Alberton Town Council Meeting July 11, 2022

Recreation & Events Report from Tanya Bottrill

It has been an interesting and very busy start to my position as the Recreation Director & Events Coordinator for the Town.

I would like to thank Donna and Diane for welcoming me to the family, as best you can a complete stranger, and helping me to navigate a maze at a difficult time to start. I hope that I am beginning to find my feet and my bearings.

I received notification this morning that the proposal I sent into government for a \$10,000.00 grant for our Community Pantry initiative has been awarded to us. That, plus the \$1000.00 donation from the Tignish Co-Op I secured and a generous donation of a fridge from a resident, is what I hope is just the beginning of a flood of donations of time and resources to what is sure to be a real feather

in Alberton's proverbial cap. I look forward to getting started as soon as the building being used is replaced with the new washrooms at the ballfield.

Soccer registration that was already underway when I started was a success, numbers are good and practices have already started, games begin next week. It was a struggle to find enough volunteers to coach but all teams are now staffed thanks to some very generous parents and our summer students.

I began Active Start last week with 2-4 year-olds last week and all involved seemed happy with the results. I used my carpentry 'skills' to craft some bean bag slots that corresponded colours to the bean bags I sewed for the kids as well as some pool noodle lily pad games and soccer and the bean bags were the hit, so very happy it was time well spent! The second week is all new activities of beach ball bowling and golf hockey as well as an obstacle course made out of more pool noodles... it is rally encouraging to see so many young families showing up and getting together. The first class generated almost 10 additional members to what was already a full group.

In attempting to reach some older children and make sure there is something offered to keep the older children busy too, we are starting a basketball camp for 4 weeks. Unfortunately, I learned that the Town does not have access to any basketball court, indoor or out, which is a shame. I called all the schools and no one was able to offer theirs, so I am renting the basketball court at the Baptist Church. Should it be possible to eventually rectify the lack of a court for the community to use, it would certainly not just alleviate that expense but also make for a more equipped community for all ages to remain active and healthy mentally as well as physically.

I believe that there is a real lack of seniors activities and am attempting to find funding to change that. I had the pleasure of meeting Wendy McNeill and she has generously offered the use of their beautiful community center for some seniors events. After speaking with Isabelle and subsequently Councillor Curtis, I hope to also be able to access the Heritage Centre for some senior programming as well. This too will entail some funding for paying the utilities and providing programming. Until the weather turns however, I am planning some walking and biking activities for adults and seniors along the Confederation Trail. I have called it The Trail Club and the schedule for biking and walking is on the Alberton

Recreation website I bring up further on. It would be really nice for all to be able to access the trail at the end of Poplar St. to take seniors and others to the ocean for picnics and events, however after seeing it today, the state of it will certainly need to be improved. Again, I would like to attempt to find funding to have the drainage issues and the clearing of it addressed as members of the community have said it is impassible due to mosquitoes as there is still water stagnant from the spring there and it is a breeding ground. Perhaps some clearing would allow the water to evaporate and a garlic spray would help to keep it to a tolerable level for use. It is a shame to let such a beautiful path go to waste.

In my first couple of weeks I attended two meetings on behalf of the Town of Alberton. The first was the Media Announcement for the Torch Relay Stops for the 2023 Canada Games and I have been updating the community on Alberton's involvement and requesting nominations be submitted to give Alberton a good showing. I myself nominated Tom Murphy. I also attended the AGM for the North Cape Coastal Tourism Association which ran about 2 hours one evening. The decision was made to go ahead without voting although they did not have a quorum.

As well as applying for funding from ACOA for the outdoor rink, seniors programming and to supplement our Community Pantry, I have created a website here [Home | Alberton Recreation; Events \(townofalbertonrecreation.ca\)](https://townofalbertonrecreation.ca) so that the community can clearly see what is happening around the town from soccer to craft idea and town events. The current town site is quite outdated and people struggle to find relevant information there. As we cannot upload registration forms or any new activities etc. to that site, this one allows for online registrations and changes or additions to be made at a moment's notice. I just added a list of Rainy Day Activities to it today in case Active Start is cancelled due to rain. I think it is a little thing that a lot of parents with toddlers will appreciate the Town having thought about. As well, I can see how many people visit our page instantly, where they are, how they got there and what pages they are looking at most. This really helps to understand your community and get real insights.

I also firmly believe that it is a real waste of the Recreation Director's time to be spent chatting on Facebook all day. It is nice that people are now checking the site

to see the Soccer schedule, see what new programs are available, fill put registration forms and link to my email directly to send suggestions.

I would like to have Council consider a fresh paint job for the gazebo at Stone Station and permission to use the area to host yoga, movie nights and music nights throughout the rest of the summer. Providing a place for gathering and activities for the community just helps to strengthen it.

I would like to thank the community members who have reached out and welcomed me and the Mayor and Council for the opportunity. I hope that is will be a mutually successful adventure.

Tanya Bottrill

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Mayor Gordon noted that in her report, the Rec Director wanted to apply to Rural Growth initiatives for the outdoor rink, to have boards installed and to have the surface paved so it could be used year round. The CAO noted that it would be a 50/50% and we would still need to commit the other 50%. Mayor Gordon asked council if they wanted to move ahead with an application. Councillor Curtis said it was still a lot of money. Councillor O'Brien agreed that while it would be an asset that the cost was high.

Mayor Gordon mentioned that the Recreation director, Tanya Bottrill also had asked in her report if the gazebo at the Stone Station could be painted so she could hold yoga and music. Deputy Mayor noted the CAO said that it was being scraped to prepare for painting by students.

Mayor Gordon mentioned that the Recreation director, Tanya Bottrill also had asked in her report if she could apply for funding to have for senior activities. Councillor O'Brien asked if there was an amount for the proposal. The CAO left the room to grab the requested application. Councillor Curtis said the Heritage Centre was already having senior activities. The CAO said she thought that Ms. Bottrill wanted to add other activities. Councillor O'Brien said perhaps a better breakdown of what was being requested should be done first and then it could be looked at. Deputy Mayor asked if Council wanted to table it for now and all indicated that was favorable. Mayor Gordon also noted that in the report, was a request to apply for funding for the Community Fridge. Councillor Curtis



wondered how it affect the local foodbank . The CAO said that the food bank is only open 1 day a week, that people needed to sign in and that they could only utilize the food bank once a month. She said this would a 24/7 type of thing. Mayor Gordon called for a motion for the Recreation Director to apply for additional funding for the Alberton Community Fridge. The motion was made by Councillor O'Brien and was seconded by Councillor Adams and the motion carried.

Mayor Gordon said that there was no library report submitted. He moved on to the next report which was Finance. As Duggan is head of the finance committee he asked for someone to motion on the bills. The motion to pay the bills in the amount of \$40,292.05 was made by Councillor Adams, seconded by Councillor O'Brien and the motion carried.

The next report presented was by CAO Donna Thomson. Ms. Thomson read out the highlights of her report.

#### CAO REPORT

JUNE-JULY 2022

It seems like we just had a meeting- time is going so quickly. We have all our summer staff hired on now. Welcome to Lucas Skerry and Nathan Ellsworth who are helping in the recreation department.

We had a good turnout for the Canada Day event – the bouncy castle and the petting farm are always hits with the crowds. We added pony rides this year and they were very popular.

DiverCity Festival went well on July 3<sup>rd</sup>, despite a few of the acts being rained out. There was a good size crowd around town on that day.

Tenders went out for the replacement lighting at the rink and fire hall, as well as the tender for the Active Transportation Plan, which will close July 22<sup>nd</sup>.

Sewer invoices went out for the July billings. We had payments on overdue accounts so those are getting better.

Its been crazy busy lately with the events hitting back to back. Still moving slowly on projects getting things completed. We are planning an event for late august /early September to showcase the fountain and work being done around the alley way and town pond locations. Also getting ready for the audit.

I hope to take some time off the first week of August so we will see how that goes.

### **Introduction of New Business**

The first item on the agenda for new business was a request for funding for ball jerseys for the Alberton team. The total for the jerseys was \$300 for one team and \$330 for another team. Councillor Obrien said she didn't have a problem with sponsoring these teams, but said that Council would need to entertain other similar requests. Councillor Curtis said he agreed with Councillor O'Brien. Mayor Gordon asked if we sponsored half if Council would be in agreement. He Called for a motion to sponsor the teams in the amount of \$300.00. The motion was made by Councillor O'Brien and was seconded by Councillor Curtis. The motion carried.

The next item on the agenda was tenders submitted for the replacement of lights at the Jacques Cartier Arena as well as at the Fire Hall. The lights will be replaced with more energy efficient LEDs.

Deputy Mayor went over the amounts of the tenders submitted. He noted that one company had only bid on the rink tender.

NAME OF COMPANY	FIRE HALL TENDER	RINK TENDER	TOTAL
<b>Diverse Electric</b>	\$5,878.80	\$22,942.50	\$28,821.30
<b>LeClair Electric</b>		\$33,638.65	
<b>Gaudets Electrical</b>	\$7,239.25	\$27,540.20	\$34,4479.45

Mayor Gordon asked for a motion to award the tender to the lowest bidder which was Diverse Electric for both the rink and the fire hall. The motion to grant the tender was made by Councillor O'Brien and was seconded by Councillor Curtis. The motion carried.

The last item under new business was future projects for 2023. Mayor Gordon asked the CAO to go over this item. The CAO said she had included it on the agenda to give Council time to start thinking ahead of what they would like to see for projects moving forward in 2023. Mr. Duggan thanked the CAO and proceeded with the agenda items.

**Inquiries by members of Council – Nil**

**Introduction of Bylaws – Nil**

**Appointments to Committees – Nil**

**Adjournment**

Mayor Gordon called for a motion to adjourn the meeting. The motion was made by Councillor O'Brien and was seconded by Councillor Adams. The motion carried and the meeting concluded.