



MINUTES FOR REGULAR COUNCIL MEETING
HELD TUESDAY FEBRUARY 22ND AT 7:30 P.M.

The regular council meeting was held Tuesday February 22nd at 7:30 P.M. with Mayor Gordon presiding. Also present were Councillor Adams, Councillor Curtis, Deputy Mayor Duggan, Councillor O'Brien, and CAO Donna Thomson. Councillor Williams joined the meeting by Zoom. Councillor Murphy was not able to attend due to illness. Jillian Trainor from the West Prince Graphic was also in attendance.

Mayor Gordon called the meeting to order and welcomed everyone to the meeting.

Declaration of Conflicts of Interest

Mayor Gordon then noted any conflicts of interest being Councillor Williams for fire, and Councillor O'Brien for Health.

Approval of Agenda

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

Adoption of Minutes

Mayor Gordon called for a motion to adopt the minutes from the December 13th regular council meeting, there was no meeting in January due to Covid. The motion was made by Councillor Williams and was seconded by Councillor Curtis. The motion carried.

Business arising from the minutes

Council was given 2 scenarios for the replacement of the Albion Street sewer line. WSP gave the option of leaving the sewer line on Albion which may result in the walking track needing to be dug up and replaced once sewer line is done. The second option would be to connect properties to the nearest Church Street line. The issue there is potentially digging out near the Esso Station and there may be contaminated soil. Mayor Gordon polled Council for their thoughts and Council were unanimous in selecting the option to keep the line on Albion rather than potentially get into a costly soil reclamation by digging near the old Esso. The CAO said she would advise WSP of Councils' choice.

Public Presentations/Petitions/Delegations – nil

Reading of Correspondence

Council was given copies of correspondence received from Justice and Public Safety in regard to a Midpoint Evaluation of 2017 Crime Prevention and Police Services Model Review Final Report. They were also given copies of a notice from Medacom on price increases. As well an approval letter from ACOA on Municipal Upgrades Projects was shared with Council.

Committee Reports

Police Report – Councillor Adams

Councillor Adams read out the highlights on the Police Report as due to the rescheduled Council meeting, no representative from the RCMP were able to attend.



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

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

Prince District RCMP Members have reported 190 hours providing policing services to the Town of Alberton, during the month of January, 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.

A total of 23 calls for service were received during this past month and are broken down as follows:

Theft	3
Harassing communication	3
Suspicious person	2
911 Act	2
Uttering threats	1
Theft of vehicle	1
Assault	1
Quarantine Act	1
Mental Health Act	1
Trespass Act	1
Off-road Vehicle Act	1
Fire Prevention Act	1
Disturbing the peace	1
Traffic complaint	1
Assist the general public	1
False alarm	2

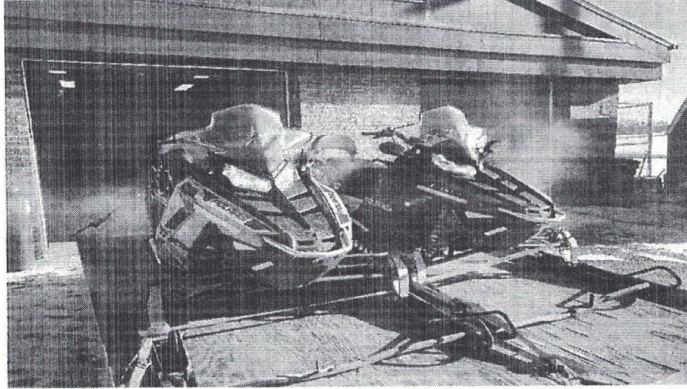
Provincial Statute Charges/Warnings for the month:

Speeding violations	2
Non-moving traffic violations	2
Cannabis Act violation	1
Written warnings	6

An additional point to note, is that due to increased health regulations and to help prevent any COVID outbreaks within our first responder offices, the detachment front lobby was closed for approx. 10 days. The RCMP across PEI only did records checks for urgent cases that involved health care, senior care, or urgent vulnerable sector care. We apologize for this interruption but these measures were engaged to support the wellbeing of our employees and the greater community. As the local situation improves we will adapt and return to our previous service capabilities in this area.

January was a difficult month for traffic enforcement with weather creating many issues during and after significant snow/wind events. Three planned traffic initiatives in Prince District were canceled due to weather conditions. As the weather improves, Prince District has expectations to direct more attention to road safety enforcement, visibility, and results.

Prince District received its second snowmobile in January and we have plans to engage extra visibility/enforcement patrols within the West Prince area. These vehicles also provide additional emergency response support in poor weather and off road terrain conditions.



The RCMP would like each community to remind its citizens that during very poor weather or blizzard conditions, RCMP recommend vehicles to shelter in place and remain off the roads. We had a number of calls for overdue snowmobiles and stranded motorists during each of the January storms. This creates an unnecessary additional resource burden on Police, Ambulance, and Fire Services first responders, as well as snow plow operators, during storms and outside of the normal day-to-day police, medical, and fire emergencies.

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

Fire Report – Councillor Adams

Councillor Adams read out the fire report submitted by Deputy Chief Darrell Graham.

DECEMBER:

1- downed power line

1-flue fire

1-structure fire

1-Mvc

1-mfr

1- monthly fire practice

1-monthly medical practice

New equipment- 4 thermal imaging cameras with charger, water rescue mannequin.

Respectfully submitted- Darrell Graham Deputy Fire Chief.

Property – Mayor Gordon nil report

Economic Development – Councillor Curtis nil report

Sewer- Councillor O’Brien

Councillor O’Brien noted that January invoices went out a bit late as the office was closed for a brief time due to covid, so interest wasn’t applied on accounts.

Sidewalks and Street Lights -Councillor Murphy was absent – nil report

Councillor Adams made note of a few poles that should be looked at by Maritime Electric one by Pats retail and one on Dufferin. The CAO said she would get Donnie to look at them and get the numbers so she could advise Maritime Electric.

Recreation – Councillor Williams

Library:

Alberton Public Library

Monthly Report

Reporting to: Councillor Kelly Williams

Period: Months of December 2021- January 2022

Operations: Snow cleared at all times in library parking lot. Heat is good.

Programs: It's been a quiet two months with no programming and little promotion. The last circuit

breaker in January allowed the doors to remain open but curbside pickup was encouraged. Bright spot

was the borrowing of snowshoes (and soon skates) through a partnership with WPRSC (Go!west PEI)

and Family Literacy Day was promoting family outdoor fun and with this last blast of snow, it helped.

Planning:

Virtual programming themes include events around Black History month, Family Violence prevention

week, Canada Flag Day, Valentines, and Canadian Psychology Month. There will be related craft- to -go

bags to pick up at libraries.

Kelly Gillis

Branch Technician

Councillor Williams inquired on the search for a Recreation Director. She wanted to know if the ad is currently running. The CAO said the ad is on the Job Bank and on Work PEI, but thus far the applicants have not been suitable.

Finance – Deputy Mayor Duggan

Deputy Mayor Duggan made a motion to pay the bills in the amount of \$618,527.17. He noted that this is two months worth of bills, as well as the second installment on the rink project is included in this amount. The motion was seconded by Councillor Adams and the motion carried.

CAO Report – Donna Thomson

Mayor Gordon called on the CAO for her report.

Covid ramped up once again in January and we cancelled the January meeting. It also saw staff working from home and the office itself closed as per recommendations of the CPHO. We were just getting back to normal in the office, when staff had a covid exposure and we went into isolation for 4 days. Luckily, negative tests saw us getting back to normal at the Hall.

I have been busy starting to work on the 2022-2023 budget, getting the January sewer invoices out and processing payments on those. We have several projects that will be getting under way in the spring and it will be a very exciting time around Alberton. We finalized the EMO plan and are ready to adopt it.

Donna Johnson has started as Bylaw Enforcement Officer and we are sharing her services with O'Leary. She has been working for a few weeks now, getting familiar with our bylaws and the town. We are implementing a new parking bylaw as well to assist in keeping our main street open for shoppers to assist local businesses.

Our Electric vehicle charging stations are up and running. We got our first monthly report and it showed the assets are being utilized. This will help the town draw tourists in the future.

We were very excited with the 2021 census results which showed a 13.6% growth in Alberton – good enough for the 5th fastest growing municipality on Prince Edward Island. I think that goes to show that the initiatives we have been implementing are working and that younger families are being drawn to Alberton for the amenities we can provide.

Donnie has been very busy with snow removal lets hope those weekend storms are in the past and spring will be early this year. MRSB is still in the office for this month, they hope to make the move to Mill River sometime the end of this month. The Hall is still under semi-restrictions due to Covid and will continue to be until the numbers start to drop. Let's hope that is soon.

Mayor Gordon moved on to the next item on the agenda.

Planning Board Recommendations – nil

Introduction to New Business

The Town of Alberton recently drafted an updated Emergency Management Organization plan. The plan was shared with Council. Mayor Gordon called for a motion to adopt the plan. The motion to adopt the plan was made by Councillor Williams, seconded by Deputy Mayor Duggan and the motion carried.

Date: February 22nd, 2022

Moved by councillor: Councillor Williams

Seconded by councillor: Deputy Mayor Duggan

Resolution:

Whereas Alberton serves a population of about 1300 residents;

And whereas the town needs a clear direction in the event of emergencies;

And whereas these emergencies require various levels of participation from many sources;

Be it resolved that the Town of Alberton adopt the updated Emergency Management plan.

Second on the agenda under new business was a Covid policy to provide clear guidelines in dealing with Covid 19 in the workplace. The policy was in the councillor's packages. Mayor Gordon called for a motion to adopt the Covid Policy. The motion was made by Councillor Adams, seconded by Councillor Curtis and the motion carried.

Date: February 22, 2022

Moved by councillor: Councillor Adams

Seconded by councillor: Councillor Curtis

Resolution:

Whereas the Town of Alberton strives to provide a safe working environment;

And whereas research shows that covid 19 is easily transmittable in workplaces;

And whereas vaccinations slow the transmission and severity of covid19;

And whereas this policy will cover all town employees, members of council, students and other persons working in or out of town facilities;

Be it resolved that the Town of Alberton adopt a covid policy which provides clear guidelines regarding workers and covid 19.

Mayor Gordon turned the next item on the agenda to the CAO for explanation. She explained that the Province provides Equalization Funding through an equalization grant which provides funds to municipalities to offer basic services. It is given to municipalities that are not able to collect the same amount of tax revenue as other municipalities because of low property assessment values or a low population. The grant provides municipalities of a relatively similar size with a similar level of services.

The town signed an agreement in 2017 which is due to expire. Via the Federation of PEI Municipalities, discussions with the province have been ongoing. An

agreement was reached to extend the existing agreement for one year at the existing rates.

Mayor Gordon then called for a resolution to sign an extension to the existing agreement. The motion was made by Deputy Mayor Duggan and was seconded by Councillor Adams. The motion carried.

Date: February 22, 2022

Moved by councillor: Deputy Mayor Duggan

Seconded by councillor: Councillor Adams

Resolution:

Whereas the Town of Alberton desires to extend the Memorandum of Understanding – Municipal funding;

And Whereas the Province and the Municipalities have entered into a Memorandum of Understanding Municipal Funding Extension;

Be it resolved that the Town of Alberton agree to extend the MOU until 2023.

Mayor Gordon went on the next agenda item. He said staff worked on a more extensive human resources policy which provides a framework in regard to staffing, vacation, sick and overtime etc. Council was given the policy for comment and review. He then called for a motion to adopt the new Human Resources Policy. The motion was made by Councillor Williams, seconded by Councillor O'Brien and the motion carried.

Date: February 22, 2022

Moved by councillor: Councillor Williams

Seconded by councillor: Councillor O'Brien

Resolution:

Whereas the Town of Alberton provides employment to individuals;

And whereas a human resources policy provides guidance and direction on vacation, sick time, overtime, probationary periods and other human resource-based items;

And whereas this human resources policy replaces the existing vacation and sick leave policy;

Be it resolved that the Town of Alberton adopt the new human resources policy.

Mayor Gordon next presented the Annual Fire Report to the Councillors. It was submitted by Chief Shannon Dumville, and Deputy Fire Chief, Darrell Graham.

2021 Fire Report
Nov-1-2020-Oct-31-2021



Submitted By Chief Shannon Dumville and
Deputy Chief Darrell Graham

2021 was a very exciting year for our members as we started a fund raising effort and with the exceptional support of west prince, Alberton Town council and the provincial Government were able to acquired a new rescue boat fully equipped with the latest electronics and rescue equipment. 15 Members have been fully trained by the Canadian Coast Guard in Small Vessel Proficiency. This Course was 5 days and covered all aspects of vessel maneuvering.



We Have already conducted several on-water training sessions and have plans to do joint training with the Canadian Coast Guard and other Government agencies next year.

Training

We also had 4 members complete their Level one firefighter training in 2021. 10 members completed Pump Operations training and 4 re-certified as medical first responders.

Each Month through-out the year we hold 2 training session. (1-fire training and 1-medical training) in addition to our regular monthly business meeting. Weekly truck checks are performed by a different group of members each Sunday morning to ensure that all equipment is ready to respond when needed.

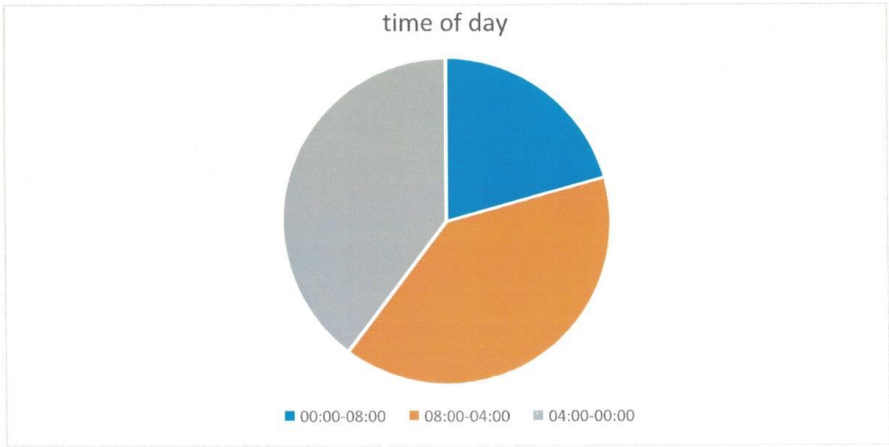
Late in 2021 we put into service a new water source in Bloomfield. An old shale pit has been repurposed and a new driveway built to allow access to the site. The Alberton Firefighters Club Inc. Paid for the driveway and has a 20-year usage agreement with the provincial government on the land. This will decrease travel time to our water source at Milligan's pond and allow faster transit times for any incidents in the Bloomfield area. This brings our water source total to 3. (Town pond, milligans pond and Bloomfield). As this new water source is very close to our border with the O'Leary fire dept. we will be making it available for their use. making this another regional asset. We have future plans to install another dry hydrant at the electric light pond in Huntley.

Emergency Responses

In 2021 we responded to 58 calls down from 2020 when we attended 89 calls. This is due to the fact that we are still not responding to medical calls due to restrictions imposed by the chief public health officer and the provincial fire marshal's office.

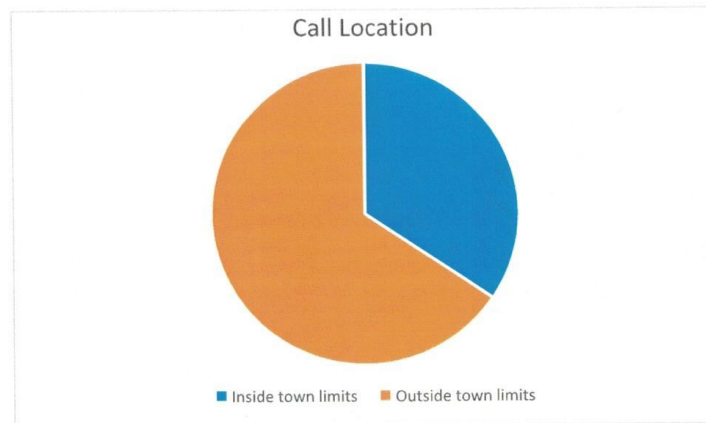
Calls by time of day.

Between -00:00-08:00-12 calls
Between- 08:00-04:00-23 calls
Between-04:00-00:00-23 calls
Total: 58 calls



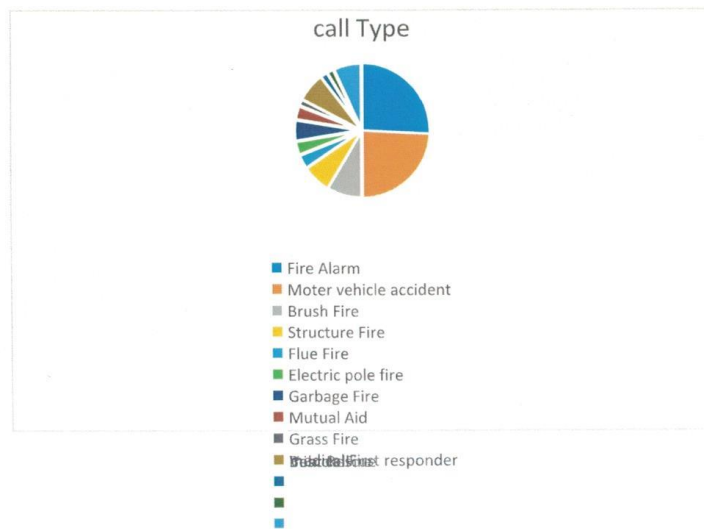
Calls by Location

Inside town limits -20
Outside Town limits-38
Total=58



2021 calls by type

Medical First responder-4
MOTOR VEHLCE COLLISION- 14
STRUCTURE FIRE- 4
WATER RESPONSE-1
Brush fire-5
Alarm-15
Mutual-Aid-2
Misc-4
Flue Fire-2
Electric pole fire-2
Garbage fire-3
Grass fire-1
Car fire-1
TOTAL-58



The dedicated members of the Alberton Fire Department put in 8696 man hours in 2021 equal to 373-24 hour shifts. Without this level of commitment the fire dept. would not be the exceptional organization that it is. We would once again like to extend our sincere thanks and appreciation to all the members and their families. That being said we would also like to thank the Mayor, Town Council and town staff for all their support throughout the year. Looking forward we will need to replace tanker #4 in the next 2 years as it is coming to the end of its service life. Once again thank you for your support.

Mayor Gordon went on the next item on the agenda, setting a date to meet with the Alberton Fire District, and the municipalities of Northport and Greenmount-Montrose to go over fees for the 2022-2023 season. The date of February 24th, at 6:30 p.m. was set for the meeting.

The next item was to set a date for the Pre-Budget Public Consultation meeting. The CAO explained the date needed to be 2 weeks prior to accepting the budget. The date was set for March 10th at 6:30 p.m. at the Town Hall. She explained anyone wanting to attend would need to register with the town hall and if the number of attendees was above the allowable Covid numbers, that a Zoom meeting would be set up as well.

The final item under New Business was a proposal from Synergy Screens for a digital advertising sign to be set up in the Town. The size of the sign would be a 3 ft x 7 ft and there would be no costs incurred by the Town. The Town would receive 2 free ads over the life of the sign. There was a proposal from the company included in the Council packages.

Mayor Gordon went over the 2 proposed locations, one in front of the Arena near the street and the other was behind the Welcome sign coming into town. Council had a discussion on the merits of each location. Councillor Williams thought the sign was a great idea but had concerns of it being distracting to drivers in the rink location with the school right across the street. Councillor Curtis thought the second location by the Welcome sign may prove to be a traffic hazard as the intersection with Cascumpec Road is quite busy at times. Councillor Curtis suggested out in front of town hall near the eastern end of the property on Church Street. All of the council were in agreement with this suggestion. The CAO advised she would let the company know.

Inquiries by Members of Council - nil

Introduction and Reading of Bylaws

The first bylaw up for reading was “A Bylaw with respect to Parking Bylaw #2022-1. Council was given the bylaw for review. Mayor Gordon then called for a motion for the first reading. The motion was made by Councillor Adams, seconded by Deputy Mayor Duggan and the motion carried.

Date: February 22, 2022

Moved by councillor: Councillor Adams

Seconded by councillor: Deputy Mayor Duggan

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 #2022-1 be read a first time at this council meeting.

Mayor Gordon then asked for a motion to approve the first reading. The motion was made by Councillor O’Brien, was seconded by Councillor Curtis and the motion carried.

Date: February 22, 2022

Moved by councillor: Councillor O’Brien

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;

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

Be it resolved that the Bylaw with respect to Parking, Bylaw # 2022-1 be hereby approved.

The next bylaw for introduction was the Bylaw to Amend the Enforcement and Summary Proceedings, Bylaw #2022-2

Mayor Gordon called for a motion for the first reading. The motion was made by Councillor O'Brien, seconded by Councillor Curtis and the motion carried.

Date: February 22, 2022

Moved by councillor: Councillor O'Brien

Seconded by councillor: Councillor Curtis

Whereas the Town of Alberton is adopting a new bylaw in regard to parking;
And whereas this bylaw contains enforcement guidelines;
And whereas the Enforcement and Summary Proceedings Bylaw needs to be amended to include reference to the new parking bylaw;
Be it resolved that a Bylaw to amend the Enforcement and Summary Proceedings Bylaw, Bylaw #2022-2 be read for a first time at this meeting.

Mayor Gordon then called for a motion to approve the first reading of the Bylaw to Amend the Enforcement and Summary Proceedings, Bylaw #2022-2. The motion was made by Deputy Mayor Duggan and was seconded by Councillor Adams. The motion carried.

Date: February 22, 2022

Moved by councillor: Deputy Mayor Duggan

Seconded by councillor: Councillor Adams

Whereas the Town of Alberton are adopting a new bylaw in regard to parking;
And whereas this bylaw contains enforcement guideline;
And whereas the Enforcement and Summary Proceedings Bylaw needs to be amended to include reference to the new parking bylaw;
Be it resolved that a Bylaw to amend the Enforcement and Summary Proceedings Bylaw, Bylaw #2022-2 be hereby approved.

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