



## **MINUTES FOR REGULAR COUNCIL MEETING HELD MONDAY, JANUARY 13, 2025**

The regular meeting of council was held Monday January 13, 2025 at 7:30 PM with Acting Mayor Alan Curtis presiding. In attendance were Councillor Mary Jean O'Brien, Councillor Holly Gordon (via Zoom), Councillor Maureen Chaisson (via Zoom), Councillor Krista Murphy, Councillor Cameron Boyce, and CAO Donna Thomson. Also in attendance was Jillian Trainor from the West Prince Graphic.

### **Amendment To the Agenda**

Acting Mayor Alan Curtis said that Councillor Boyce would have chair Fire & Police committees as well as Finance. Acting Mayor Curtis called for a motion to appoint Councillor Boyce in those three chairs.

The motion was made by Councillor O'Brien and seconded by Councillor Murphy. The motion carried.

### **Declaration Of Conflict Of Interest**

Nil

## **Approval Of Amended Agenda**

Acting Mayor Curtis called for a motion to approve the amended agenda.

The motion was made by Councillor O'Brien and seconded by Councillor Murphy. The motion carried.

## **Adoption Of The Minutes**

Acting Mayor Curtis called for a motion to adopt the minutes from the regular council meeting, held December 9<sup>th</sup>, the special meeting held December 16<sup>th</sup> and the planning board meeting held January 10<sup>th</sup>.

The motion was made by Councillor Murphy and was seconded by Councillor Boyce. The motion carried.

## **Business Arising From The Minutes**

CAO Donna Thomson said that she is still in communication with Rogers in regard to the proposed cell tower. They have not secured a lease yet. They sent an email asking questions about the area which Ms. Thomson forwarded onto the Town Planner to look over. Ms. Thomson said that the contact from Rogers will get back to her once they have secured the lease.

## **Public Presentations/Petitions/Delegation**

Nil

## **Reading Of Correspondence**

The only correspondence received was regarding the renewal of the marked gas permit for the Fire Department at the wharf.

### **Committee Reports**

#### **Property & Public Safety – Councillor Boyce**

Councillor Boyce said that he had nothing to report.

#### **Library Report – Councillor Boyce**

Councillor Boyce said that he didn't receive the library report for the month.

#### **Recreation – Councillor Boyce**

# Councillor Boyce read the Recreation Report

THE TOWN OF ALBERTON  
RECREATION / EVENTS COORDINATOR  
UPDATE

The Recreation Department organised a couple activities to help spread some holiday cheer during the month of December. We held a Christmas Trivia Fun and House Decorating Contest. Feedback provided to the organizers of the Asset Based Community Development workshop. Participated in a Recreation PEI session on disability inclusion in recreational and physical activity to provide feedback for the development of a Municipal Guide.

The Christmas Trivia Fun activity had approximately 50 participants with most excited to receive their hand crafted ornaments and treat bags after correctly solving their Christmas riddles. Winners of the house decorating contest were appreciative of the prizes but also for the encouragement to help brighten up the Town for the holiday season.

We began preparations for having another Winter Fest (hopefully during February, with the 8th & 15th as possible dates). The Town through the recreation department is also making arrangements to host a few Family Skate sessions at the Jacques Cartier Arena. Ongoing work includes getting information on and applying for relevant grants etc. and working with other community groups or organisations.

**Highlights:**

- Christmas Trivia Fun
- Christmas House Decorating Contest

**TOWN OF ALBERTON**  
**RECREATION DEPARTMENT**  
**PLANNING FOR JANUARY – JUNE. 2025**

**INDOOR ACTIVITIES (January)**

Highlights:

- Town to host “Family Skate” sessions at the rink during January and February
- Also considering providing assistance (paying for ice time) for senior or youth groups.
- Continue to support and assist GoWest Try Skating at Alberton Rink.
- Continue to support and assist indoor activities at the Elementary school (Walking Group and Pickleball).
- Continue to support and assist Seniors Group at Arts & Heritage Centre
- Possibility of Indoor Courses or Activities (such as Babysitting, Seniors health and security, Art Night)

**WINTER FESTIVAL (February)**

Second year at reviving a winter fest. We had some success last year and hopefully have better timing this year and luck with the weather.

Highlights:

- Sleigh Rides
- Hot Chocolate & Muffins/Donuts at the FireHall
- Bouncy Castle at the FireHall
- Costume Skate at the Rink
- Possibility of Indoor Courses or Activities (such as Babysitting, Seniors health and security, Art Night)

**EASTER /SPRING ACTIVITIES (March, April & May)**

Highlights:

- Painted Easter Egg Hunt
- Spring Community Clean Up

- Community Garden Preparation
- Possibility of Indoor Courses or Activities (such as Babysitting, Seniors health and security, Art Night)

**OUTDOOR / GARDENING PREPARATION ( May & June)**

Highlights:

- 2nd Year Having use of the Greenhouse for Community Gardening
- Preparation and maintenance of Ball Field, Splash Pad, School Fields and Bocce Ball area.
- Preparation of Community Garden Boxes.
- Inventory and ordering of items needed for Summer programming.

**ONGOING**

Go Try Events (In collaboration with GoWest).

Summer Programing Preparation (Funding and Staffing)- Including:

Community Soccer

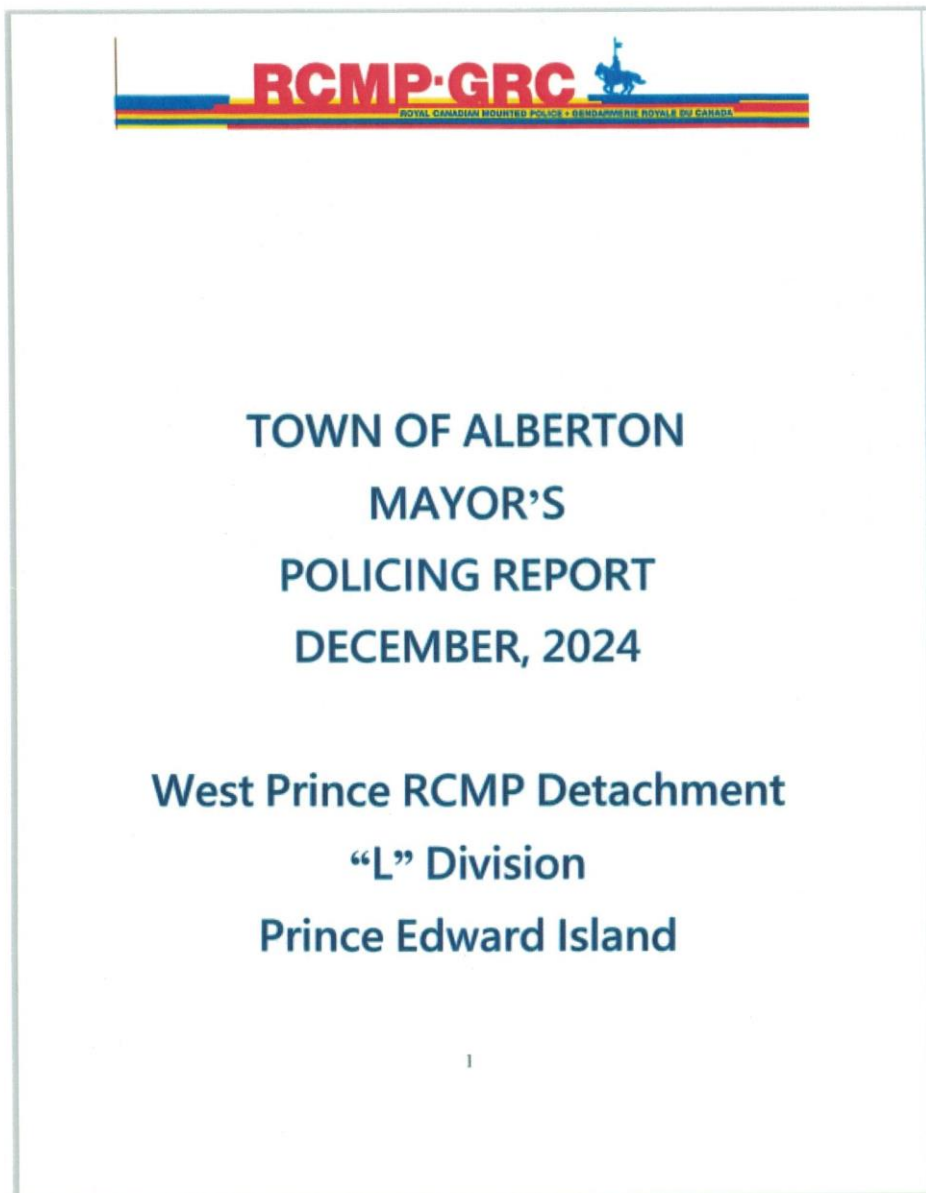
Active Start

Multi Sport

The motion to accept the Recreation Report was made by Councillor Boyce and was seconded by Councillor Murphy. The motion carried.

## **Police Report**

CAO Donna Thomson read the Police Report



### Annual Performance Plan (A.P.P.'S) Community Priorities

Community approved APP's are:

1. Youth Engagement / Aboriginal Community Engagement
2. Traffic – Checkpoints/Traffic Enforcement
3. Police / Community Relations – Police Visibility / Community Events

Prince District RCMP Members have reported 156 hours providing policing services to the Town of Alberton, during the month of December, 2024. 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.

In December, West Prince RCMP Detachment Services Assistants processed seven Criminal Record Checks for residents of Alberton, completed for various reasons, including employment, volunteering, and applications for permanent residency.

Over the past few weeks, the Leadership class at Westisle Composite High School organized a "Teddy Bear" Fundraiser, collecting new and gently used teddy bears to donate to West Prince RCMP. The bears were donated to help provide comfort to children that police may encounter, while carrying out their duties, and are very much appreciated. See below photo.







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

Mischief	1
Traffic complaint	1
Fraud	1
Disturb the peace	3
Fail to comply with Probation Order	1
Careless use of a firearm	1
Theft	2
Assault	1
Suspicious person	1
Well-being check	2
Fire Prevention Act	1
Assist Provincial Agency	1
Well-being check	1
Missing person	1
Property check	1

911 Act	1
False alarm	3

Provincial statutes for the month of December:

Speeding violation	1
Written warning	1

During the November Town meeting in Alberton, there was an inquiry as to why an increase in traffic-related occurrences, from September to October. This was mainly related to proactive traffic work being completed – for example, RCMP spent some time doing traffic monitoring in front of Alberton Elementary school in early October. As well, Members of the West Prince RCMP, coupled with the Provincial Traffic Unit, spent some time doing various traffic monitoring stops in the area.

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



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

## Fire Report – Councillor Boyce

Councillor Boyce read the Fire Report



Dec-2024 fire report

Emergency Responses:

Medical first responder-5

Electrical fire-2

Structure fire-1

Alarm-2

sight/smell of smoke-1

M.V.C-3

vehicle fire-1

Brush fire-1

Total Emergency calls-16

The dept hosted our annual food drive in Dec. We also took Santa around Alberton to visit everyone.

We also held a work night to ensure that the trucks and hall are ready for the winter months.

We had 3 members complete their medical first responder training. Congratulations to Colby Murphy, Michelle Jeffery and Brett Doucette.

Our Bi-annual breathing air test was completed and passed.

All trucks had their annual MVI. No issues were found.

Engineer Bill Gillis will be recognized at a ceremony in Ottawa in Sept-2025 and have his name added to the fallen firefighters memorial wall for his line of duty death.

Respectfully submitted Fire Chief: Darrell Graham.

### **Community & Business – Councillor Chaisson**

Councillor Chaisson said that a new business opened today, M&M Marine.

### **Special Events & Project Management – Councillor Gordon**

Councillor Gordon said that she had nothing to report right now.

### **EMO- Councillor O’Brien**

Councillor O’Brien said that she had nothing new to report. Ms. Thomson said that there was a new generator installed at the heritage center that requires propane. Ms. Thomson recommended adding the charge for propane to the Town’s bill as the Town is the one who will be using the building for EMO. Acting Mayor Curtis asked for a motion to add the propane account to the town’s account. The motion was made Councillor O’Brien and was seconded by Councillor Murphy, and the motion passed.

### **Seniors – Councillor Murphy**

Councillor Murphy had nothing to report.

### **Housing – Councillor Muphy**

Councillor Murphy had nothing to report.

### **Finance- Councillor Boyce**

The motion was made by Councillor Boyce to pay bills in the amount of \$126,258.91 and was seconded by Councillor Murphy. The motion carried.

### **CAO Report – Donna Thomson**

Ms. Thomson read the CAO report .

The last council meeting certainly had a surprise ending. I received Brian Poirier's resignation on December 10<sup>th</sup> and notified council. I set up a special meeting for December 16<sup>th</sup> to assign an interim mayor and deputy mayor. Alan Curtis and Cameron Boyce stepped into those positions until we run a by-election. I've been working with our banks to get signing authority updated with the new people.

To review a bit, in 2024 we issued development permits in the amount of \$1,540,000 for projects happening in Alberton. As you may notice around town, many people have installed rooftop or ground mounted solar panels. Nice to see people looking for cleaner sources of fuel.

I'm working with WSP on funding for the Community Centre to get the infrastructure started hopefully in the spring of this year.

Also working with Jordan from Develop West Prince and the Housing Accelerator Funding to develop some grants and policies pertaining to that funding. I will be reaching out to other towns who received funding and discussing how best to utilize the money.

December came and went with still no resolution with the province on a new equalization contract. I'm sure there will be more meetings with the Federation to strategize in the new year.

2024 is now in the past and we will soon see another Mayor in the town. We were able to achieve a surplus of \$240,000 in fiscal year 23-24. We had capital purchases of a new sidewalk machine and a new truck for the fire department. The greenhouse that we were funded for worked quite well in growing vegetables for the community Pantry. The pantry continues to be quite busy and sadly that probably won't slow down in the near future. We had a fire at the old motel which displaced several residents. Thus far no renovations have been permitted by the Province so the site remains empty.

The splash pad was completed and proved popular. We save \$\$ by purchasing a mobile washroom trailer which will meet our needs for the future.

I'd like to thank Council for their support and a huge thank you goes to our town staff who go above and beyond in everything they do. Cheers to 2025

## **Planning Board Recommendations**

The first property is PID # 18812, located on the intersection of Carroll and Lorne Street with a request to change from single residential to commercial to allow for a business and a duplex. The planning board recommended beginning the process.

The motion to accept the recommendation of the planning board to begin the rezoning process for PID # 18812 was made by Councillor Murphy and was seconded by Councillor Boyce.

The next application was to remove a building located on 538 Main Street to install a drive- thru car wash. The existing bay will remain. The Planning Board recommends that a Development Permit be approved.

The motion to approve the Development Permit for 538 Main Street was made by Councillor O'Brien and was seconded by Councillor Murphy. The motion carried.

## **Introduction Of New Business**

Ms. Thomson said that there was another round of the Active Transportation Fund. She has sent it to WSP to help with the applications. The cost of the project is similar to what it was before, so we just need a resolution to start the process of applying for funding.

The resolution was made by Councillor O'Brien and was seconded by Councillor Murphy. The motion carried.



The next item under new business was setting an election date. Ms. Thomson said that the province sent an excel spread sheet to choose a date for the election which has to be on a Monday. When you input the date for the election the spread sheet will calculate the rest of the dates, when the notices have to out, when the nomination period begins, etc. She said if we did election day March 3, which is the first Monday in March, we would get the notification of the election in the paper by January 31. The nominations would open February 5<sup>th</sup> and they would close on the 14<sup>th</sup> of February.

The resolution to set the election date for March 3, 2025, was made by Councillor O'Brien and was seconded by Councillor Boyce. The motion carried.

The third item under new business was to appoint and Municipal Electoral Officer and a Deputy Municipal Electoral Officer.

The resolution to appoint CAO Donna Thomson as the Municipal Electoral Officer and Diane Broderick as the Deputy Municipal Electoral Officer was made by Councillor Boyce and was seconded by Councillor Murphy.

The fourth item under new business was insurance. Ms. Thomson said that since the new premium was such a large amount she wanted council to have input without just going ahead and paying it. The amount hasn't gone up that much from 2024, \$51,191.00 to \$53,224, a difference of \$2033.00.

The resolution to pay the new premium was made by Councillor O'Brien and was seconded by Councillor Boyce. The motion carried.

The fifth item under new business was the public meeting date for the rezoning of 370 Main Street. The agreement had been made to rezone 370 Main Street from Commercial to Multi Unit Residential but due to the mail strike it was halted so a date needs to be set for the public meeting, which is part of the process. Ms. Thomson recommended Thursday, February 6<sup>th</sup> at 7 PM. Council agreed to that date.

The sixth item under new business was the Albion Street property. Ms. Thomson said that since there was no one interested in the proposals, she wanted to know if they were going ahead with rezoning it to Multi Unit Residential or if they wanted to leave it as green space. Locus is going to do a survey to show where the cut off would be for the set back. Councillor Boyce wanted to know if it had already gone through Planning Board. Ms. Thomson said that it had. Councillor O'Brien wanted to know if there would be any space there for tiny homes. Ms. Thomson said that the set back can be used as a parking lot but it can't be used as housing. Acting Mayor Curtis said that he felt it would be better suited to small scale residential than anything too big. He said that it is a unique property in the middle of Town surrounded by trees and it's very quiet. Councillor O'Brien wondered what would be required if you were looking at tiny homes for that area. Acting Mayor Curtis said that you don't

want a lot of traffic in that area because it exits at the parking lot for the hospital. Ms. Thomson said that she would check to see what size the lots would have to be for a tiny home community. She said that she would continue with the rezoning process to rezone it to Multi Unit Residential.

The final item under new business was setting a date for the virtual meeting with Fotenn to go over the first draft of the Official Plan. Ms. Thomson said that Fotenn was looking at the end of January but she suggested that it could be done the same night as the public meeting on February 6<sup>th</sup> as most of the council would be here. Council agreed to that.

#### Adjournment

The motion to adjourn the meeting was made by Councillor Muphy and was seconded by Councillor Boyce. The motion carried.