



**Minutes From Regular Council Meeting Held  
Tuesday, October 14<sup>th</sup>, 2025, at 7:00 PM**

The regular council meeting was held Tuesday, October 14<sup>th</sup> at 7:00 PM. Mayor Hector MacLeod, Deputy Mayor Cameron Boyce, Councillor Maureen Chaisson, Councillor Alan Curtis, Councillor Holly Gordon, Councillor Mary Jean O'Brien, Councillor Krista Murphy, Jillian Trainor (West Prince Graphic) Corporal Travis Gallant and CAO Donna Thomson were in attendance.

Mayor MacLeod called the meeting to order

**DECLARATION OF CONFLICT OF INTEREST**

Nil

**APPROVAL OF AGENDA**

The motion to approve the agenda was made by Councillor Murphy and seconded by Deputy Mayor Boyce

**ADOPTION OF MINUTES**

The motion to adopt the minutes from the Regular Council Meeting held September 8<sup>th</sup> was made by Councillor O'Brien and seconded by Councillor Curtis. The motion carried.

**BUSINESS ARISING FROM THE MINUTES**

Nil

**PUBLICPRESENTATIONS/PETITIONS/**

**DELEGATIONS**

Nil

**READING OF CORRESPONDENCE Nil**

## **COMMITTEE REPORTS:**

### **Property and public safety – Deputy Mayor Boyce**

Deputy Mayor Boyce had nothing to report

#### **Police Report**

Corporal Gallant read the police report. Councillor Gordon mentioned her concern of cars parked by the playground on Railway Street at late hours. Corporal Gallant said that if anyone has concerns such as that to call the RCMP and they can send a member to tell the individuals to move along. Councillor Chaisson asked about the progress with having cameras installed on the stop sign on Elder Street. Ms. Thomson said that she had spoken with the camera technician and that he was checking with the RCMP. Corporal Gallant said that the RCMP doesn't control surveillance cameras like that from town to town. He said that is controlled by the province. He said that the cost of cameras depends on what you are looking to get. He said that there are cameras that just record or cameras with LPR (licence plate recognition) which cost a bit more. Ms. Thomson said that she would get some prices and bring them back to council.



TOWN OF ALBERTON  
MAYOR'S  
POLICING REPORT  
SEPTEMBER 2025

West Prince RCMP Detachment  
“L” Division  
Prince Edward Island

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

Community approved APPs 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 160 hours providing policing services to the Town of Alberton, during the month of September 2025. A short compilation 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 community and school events.

In September, West Prince RCMP Detachment Services Assistants processed 13 Criminal Record Checks for residents of Alberton, completed for various reasons, including employment, volunteering, and applications for permanent residency.

On September 2<sup>nd</sup>, School Liaison Members Cst. Wetstein and Cst. Dillon, attended Alberton Elementary School to introduce themselves. They spoke with the Vice Principal, who expressed no ongoing concerns for the school or students, and confirmed that the school would be sending RCMP their updated Safety Plans in the following weeks.

On September 4<sup>th</sup>, a Checkstop was completed in the School zone on Church Street, in Alberton. Approximately 100 vehicles were checked for violations under the Provincial Highway Traffic Act. One charge was issued to a driver.

A total of 32 calls for service were received during this past month and are broken down as follows:

911 Act	1
Cannabis Act	1
Checkstop	1
Child Pornography	1
Sudden Death	1
Crime Prevention	1
False Alarms	6
Fire Prevention Act	1
Fraud	2

Flight from Police Officer	1
Traffic Violations	7
Operation of Motor Veh While Impaired	1
Operation of Motor Veh While Prohibited	1
Theft Under \$5000	1
CDSA Trafficking	1
Traffic Collision	2
Uttering Threats against a Person	1
Wellbeing Check	2
<b>Total</b>	<b>32</b>

Of the 32 calls for service, six were *Cleared by Charge*, three were concluded by *Departmental Discretion*, thirteen were concluded as *Non-Criminal*, six were concluded as *Insufficient Evidence to Proceed*, one was concluded as *Unfounded*, and three remain *Open and under Investigation*.

Occurrence Status Definitions

**Cleared by charge/charge recommended** – At least one charged or suspect chargeable (CSC) has been identified and there are charges laid against or recommended to be laid against the CSC in connection with the incident.

**Complete – Solved (Non-Criminal)** – For non-offence occurrence types (for example, Information File, Assistance to General Public, Traffic violations).

**Unfounded** – An incident is unfounded if it has been determined through police investigation that the offence reported did not occur and was not attempted.

**Insufficient evidence to proceed** – For incidents where there is insufficient or conflicting evidence for the police service to lay charges or recommend charges to the Crown.

**Open/Still under investigation** - For all open investigations and for those where action has yet to be taken on the reported incident.

**Victim/Com Declines to Proceed** – For incidents where an accused cannot be identified either because the victim or complainant or other witnesses do not want to identify a CSC, or they do not want to actively participate in the investigation.

**Departmental Discretion** – The police decide not to lay charges, and no diversionary program is involved (for example, the CSC may be issued a warning, caution, or referral to a community-based program).

Charges under the Provincial statutes for the month of September are as follows:

Speeding Charges	3
Other Non-Moving traffic violations:	2

invalid inspection, invalid registration, driving without a license, improper window glazing	
Written Warning	2

On September 25<sup>th</sup>, a group of children with the West Prince Homeschooling Association attended the West Prince RCMP Detachment. They were provided with a tour of the Detachment, and a look at a patrol car, by Cst. Jay Barry. It was a great afternoon! See below photos.



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

Sgt. Travis Gallant  
 A/District Commander  
 Prince District RCMP  
 902-436-9300

## **Library Report – Deputy Mayor Boyce**

Deputy Mayor Boyce read the Library Report

Alberton Public Library  
Monthly Report

Reporting to: Town Council

Period: Month of September 2025

Operations: Everything is running smoothly. Daryl is wonderful around the property. Thank you.

Programs: With wonderful September weather, I was able to extend my outdoor booksale to add to funds for programming library events free of charge. Nordic Walking picked up speed (pun intended) to keep active.

Planning: October is Canadian Library month, and Alberton Library is having it's first annual potato derby to celebrate potato digging and harvesting. All ages will be asked to design and then race a potato on wheels down a track. All supplies are provided. There are various awards and of course, potato chips to eat! Starch your engines on Saturday October 18, 10:30 am.

Storytime and Saturday Fun themes include Fall, Thanksgiving, leaves and Halloween. Adult craft will be paper pumpkins.

Kelly Gillis  
Branch Technician,  
Alberton Public Library

### **RECREATION**

No report

## **FIRE - Councillor Alan Curtis**

Councillor Curtis read the Fire Report



Sept-2025 fire report

Emergency Responses:

Medical first responder-3 M.V.C-2

alarm-7 Crash detection-1

Lift assist-1 Misc Fire-1

Sight/smell of smoke-1 Total Emergency calls-16

Medical training-in-service on auto pulse cpr demo

Fire training-Tour of Dunbar dairy farm/Rennie potato wearhouse.

Respectfully Submitted-Fire Chief Darrell Graham.

## **Police Report**

### **Community and Business – Councillor Chaisson**

Councillor Chaisson said that the Chinese restaurant was under new ownership. Ruby Lubigan has purchased the restaurant.

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

Ms. Thomson said that she received a note from Stantec to say that they were a little pushed back on starting the project because they were waiting for precast wet well structure, but AJL is onsite to start excavation for the pipes under the building. They will provide an updated schedule as they go.

Councillor Gordon had nothing to report for Special Events.

### **EMO- Councillor O'Brien**

Councillor O'Brien wanted to know what was happening to the house that burned next to the Heritage Centre. Mayor MacLeod said that it was being torn down today. Councillor O'Brien wanted to know if the lot would be of any use to the Heritage Centre for parking. Ms. Thomson said that she would reach out to the property owner regarding the property.

### **SENIORS – Councillor Murphy**

Councillor Murphy had nothing to report.

### **HOUSING – Councillor Murphy**

Councillor Murphy had nothing to report.

### **FINANCE – Deputy Mayor Boyce**

The motion was made by Deputy Mayor Boyce and seconded by Councillor Chaisson to pay bills in the amount of \$51,596.87.

### **CAO REPORT – Donna Thomson**

September – October

Worked at setting up a few meetings about the new subdivision and with Housing Accelerator fund. Worked with WSP to apply for project money to the Province with the Municipal Component funding. Had meeting with our lawyer about the

subdivision as well. Met with Fire about solar and another request. Working with Fotenn to set up the public meeting for the new Official Town plan and Development Bylaw.

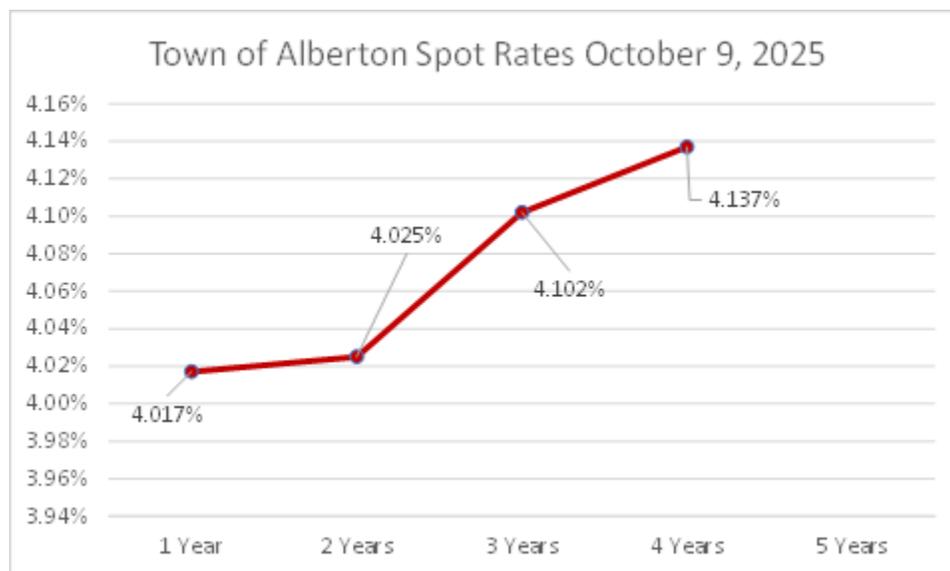
Worked on regular monthly items like Permit Reports and accounting items. Followed up with the Auditors on some outstanding questions so they can finalize the audit. Hoping to start slowing down and getting around to a few housekeeping items. Arranging another public rezoning meeting for November. Ran the snow tender, it closes on October 23<sup>rd</sup>. Worked with Maintenance to arrange the concrete for the playground equipment going in at the ball park.

### **PLANNING BOARD RECOMMENDATIONS –**

Rezone request for PID 1047810 on Lorne St from Agricultural to Multi Unit Residential to allow for 2 4 units scheduled for November 4<sup>th</sup>. Would have been sooner but with Canada Post on strike, it made meeting the notice requirements difficult.

### **INTRODUCTION OF NEW BUSINESS**

- **CIBC Loan renewal**



CAO Thomson explained that the acceptance of the terms in September's meeting was for Prime + 0.00%. She explained that the rates had changed and that these would be better rates for the Sewer loan #00159.

The resolution to accept the 4-year loan renewal was made by Councillor Murphy and seconded by Councillor Curtis. The motion carried.

- **Solar panels for fire hall**

The fire department had requested quotes for solar panels for the fire hall. Ms. Thomson sent it out to four or five different companies and the two that got back to her were Renewable Lifestyles and Hanson Solar Energy. They broke it down how much it would cost and how much it would save. Council thought that it would take too long to recover any of the investment and decided that they would not install solar panels at this time. They felt that money could be better used elsewhere.

The motion to not proceed with the installation of solar panels at the fire hall was made by Councillor Murphy and seconded by Councillor Curtis. The motion carried.

- **Notice of public meeting for draft official plan and development bylaw is scheduled for October 29<sup>th</sup>, 2025 at heritage centre from 6-730.** It has been advertised in the West Prince Graphic.
- **Gas Tax Allocation** An application has been made to the province to allocate Gas Tax money for the sewer infrastructure for the housing development in the amount of \$ 509,503.70 (out of \$769,375.05 leaving \$259,871.35 that can be allocated over the term from 2024-2029).

The motion to allocate \$509,503.70 of Gas Tax money for sewer infrastructure for the housing development was made by Councillor O'Brien and seconded by Councillor Chaisson. The motion carried.

- Council discussed a request from the fire department about getting quotes for a pickup truck for the fire department so they can haul the fire boat and brush fire pump trailer.

The motion was made by Councillor Chaisson and seconded by Councillor Curtis to get quotes for a pickup truck for the Fire Department. The motion carried.

## **INQUIRIES BY MEMBERS OF COUNCIL**

Councillor O'Brien wanted to know if the pilot project for ATV access to the streets went through. Ms. Thomson received an email asking if the Town was still interested in the project. Ms. Thomson responded that we were, but she hadn't heard back from them.

Councillor Gordon wanted to know who was responsible for trees growing over streets. Ms. Thomson said that the Town maintenance crew went out a few years ago and identified trees that might interfere with power lines and that between the Town and Maritime Electric, they had the trees cut down. Councillor Gordon said the problem was that the trees on Albion Street were overgrown onto the street, making the street in some section a one-way street. Ms. Thomson said that she would contact the province about that.

## **INTRODUCTION AND READING OF BYLAWS PID 920892 – ALBION STREET**

### **Development Bylaw Amendment # 2025-3 2<sup>nd</sup> Reading (PID 920892 on Albion St)**

Date: October 14th 2025

“Whereas an application was received to rezone PID 920892 on Albion Street from Recreation and Open Space (O1) to Commercial (C1) ;

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Recreation and Open Space (O1) to Commercial (C1);

Be it resolved that Bylaw 2025-3 A Bylaw to Amend the Town of Alberton Development Bylaw be read for a second time at this meeting.”

**The resolution was made by Councillor Murphy and seconded by Councillor Chaisson. The resolution carried.**

### **Approval of 2<sup>nd</sup> reading**

Date: October 14<sup>th</sup> 2025

“Whereas an application was received to rezone PID 920892 on Albion Street from Recreation and Open Space (O1) to Commercial (C1) ;

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Recreation and Open Space (O1) to Commercial (C1);

And whereas the Development Bylaw #2025-3 was read a second time at this council meeting;

Be it resolved that the Bylaw 2025-3 A Bylaw to Amend the Town of Alberton Development Bylaw be approved”

**The resolution was made by Councillor Gordon and seconded by Councillor O’Brien. The resolution carried.**

**Development Bylaw Amendment # 2025-3 Adoption of Bylaw (PID 920892 on Albion St)**

Date: October 14<sup>th</sup> 2025

“Whereas an application was received to rezone PID 920892 on Albion Street from Recreation and Open Space (O1) to Commercial (C1) ;

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Recreation and Open Space (O1) to Commercial (C1);

And whereas the Development Bylaw #2025-3 was read and approved at two separate meetings of council held on different days;

Be it resolved that Bylaw #2025-3 A Bylaw to amend the Town of Alberton Development Bylaw be adopted by a majority of Council members at this meeting.”

**The resolution was made by Councillor Curtis and seconded by Councillor Chaisson. The resolution carried.**

**PID 1136159 -WEEKS DRIVE**

**Development Bylaw Amendment # 2025-4 2nd Reading (PID 1136159 on Weeks Dr)**

Date: October 14th, 2025

“Whereas an application was received to rezone PID 1136159 from Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Two Unit Residential (R2) to Medium Unit Residential (R3);

Be it resolved that Bylaw 2025-4 A Bylaw to Amend the Town of Alberton Development Bylaw be read a second time at this meeting.”

**The resolution was made by Councillor Gordon and second by Councillor Chaisson. The resolution carried.**

**Approval of 2nd reading**

Date: September 8th 2025

“Whereas an application was received to rezone PID 1136159 Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas the Development Bylaw #2025-4 was read a second time at this council meeting;

Be it resolved that the Bylaw 2025-4 A Bylaw to Amend the Town of Alberton Development Bylaw be approved”

**The resolution was made by Councillor O’Brien and was seconded by Councillor Gordon. The resolution carried.**

**Development Bylaw Amendment # 2025-4 Adoption PID 1136159 on Weeks Dr)**

Date: October 14th 2025

“Whereas an application was received to rezone PID 1136159 from Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas the Development Bylaw #2025-4 was read and approved at two separate meetings of council held on different days;

Be it resolved that Bylaw #2025-4 A Bylaw to amend the Town of Alberton Development Bylaw be adopted by a majority of Council members at this meeting”

**The resolution was made by Deputy Mayor Boyce and seconded by Councillor Curtis. The resolution carried.**

**PID 1133982 WEEKS DRIVE**

**Development Bylaw Amendment # 2025-5 2<sup>nd</sup> Reading (PID 1133982 on Weeks Dr)**

Date: October 14th, 2025

“Whereas an application was received to rezone PID 1133982 from Two Unit Residential (R2) to Medium Unit Residential (R3);

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Two Unit Residential (R2) to Medium Unit Residential (R3);

Be it resolved that Bylaw 2025-5 A Bylaw to Amend the Town of Alberton Development Bylaw be read a second time at this meeting.”

**The resolution was made by Councillor Chaisson and second by Councillor Gordon. The resolution carried.**

**Approval of 2nd reading**

Date: October 14<sup>th</sup> 2025

“Whereas an application was received to rezone PID 1133982 Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas the Development Bylaw #2025-5 was read a second time at this council meeting;

Be it resolved that the Bylaw 2025-5 A Bylaw to Amend the Town of Alberton Development Bylaw be approved”

**The resolution was made by Councillor O’Brien and seconded by Councillor Gordon. The resolution carried.**

**Development Bylaw Amendment # 2025-5 Adoption PID 1133982 on Weeks Dr)**

Date: October 14th 2025

“Whereas an application was received to rezone PID 1133982 from Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Two Unit Residential (R2) to Medium Unit Residential (R3) ;

And whereas Bylaw 2025-5 A Bylaw to Amend the Town of Alberton Development Bylaw was read and approved at two separate meetings of Council held on different days;

Be it resolved that Bylaw #2025-5 A Bylaw to Amend the Town of Alberton Development Bylaw be adopted by a majority of Council members at this meeting.”

**The resolution was made by Councillor Gordon and seconded by Councillor Chaisson. The resolution carried.**

## **PARCEL 25-A ON STATION STREET**

### **Development Bylaw Amendment # 2025-6 2<sup>nd</sup> Reading (Parcel 25-A on Station Street**

Date: October 14th, 2025

“Whereas an application was received to rezone Parcel 25-A on Station Street from Recreation and Open Space (OS) to Single Unit Residential (R1);

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Recreation and Open Space (OS) to Single Unit Residential (R1);

Be it resolved that Bylaw 2025-6 A Bylaw to Amend the Town of Alberton Development Bylaw be read a second time at this meeting.”

**The resolution was made by Councillor Curtis and seconded by Councillor Gordon. The resolution carried.**

### **Approval of 2nd reading**

Date: October 14<sup>th</sup>, 2025

“Whereas an application was received to rezone Parcel 25-A on Station Street from Recreation and Open Space (OS) to Single Unit Residential (R1)

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Recreation and Open Space (OS) to Single Unit Residential (R1);

And whereas the Development Bylaw #2025-6 was read a second time at this council meeting;

Be it resolved that the Bylaw 2025-6 A Bylaw to Amend the Town of Alberton Development Bylaw be approved”

**The resolution was made by Councillor Murphy and seconded by Deputy Mayor Boyce. The resolution carried.**

**Development Bylaw Amendment #2025-6 Adoption of Bylaw (Parcel 25-A on Station Street)**

Date: October 14<sup>th</sup>, 2025

“Whereas an application was received to rezone Parcel 25-A on Station Street from Recreation and Open Space (OS) to Single Unit Residential (R1)

And whereas this application requires an amendment to the Development Bylaw Zoning Map (Appendix A) from Recreation and Open Space (OS) to Single Unit Residential (R1);

And whereas the Development Bylaw #2025-6 was read and approved at two separate meetings of Council held on different days;

Be it resolved that Bylaw 2025-6 A Bylaw to Amend the Town of Alberton Development Bylaw be adopted by a majority of Council members at this meeting.”

**The resolution was made by Councillor Gordon and seconded by Councillor Chaisson. The resolution carried.**

**SEVERANCE AND CONSOLIDATION OF PARCEL 25-A FROM PID 898148 TO PID 31377 FORMING LOT 25-1**

Parcel 25-A (0.07 acre) as seen on Bernard Land Survey plan #25-008 located on Howlan Street.

Parcel 25-A is a severance of lands identified as PID 898148 in possession of Town of Alberton. Said parcel is to be consolidated with Land identified as PID 31377 (in possession of Michael and Vanessa Millman) to form Lot 25-1 (see attached).

**The resolution was made Councillor Chaisson and seconded by Councillor Murphy. The resolution carried.**

## **APPOINTMENT TO COMMITTEES**

Nil

## **ADJOURNMENT**

**The motion to adjourn the meeting was made by Councillor Chaisson and seconded by Councillor Murphy. The motion carried.**



Snapshot from Bernard Land Surveys showing Parcel 25-A and Lot 25-1  
Plan #25-008 dated April 4, 2025