



TOWN OF BORDEN-CARLETON
REGULAR COUNCIL MEETING

Tuesday, July 23, 2024 at 7:00 p.m.

20 Dickie Road, Borden-Carleton, PE

MOTIONS

PRESENT: Mayor Randy Ahearn, Councillor Nicole Arsenault, Councillor Barb Wood, Councillor Ashley Steele. and Councillor Laurel Palmer-Thompson

REGRETS: Deputy Mayor Larry Allen

STAFF PRESENT: Chief Administrative Officer, Jim Wentzell

ALSO PRESENT: N/a

2. DISCLOSURE OF CONFLICT OF INTEREST:

Part VI, Section 23 of the Municipalities Act, which maintains that

No member of Council shall derive any profit or financial advantage from his/her position as a member of Council and, where a member of Council has any pecuniary interest in or is affected by any matter before the Council, shall declare his/her interest therein and abstain from voting and discussion thereon.

No member of Council declared a Conflict of Interest at the meeting

3. ADOPTION OF THE AGENDA:

It was duly moved Councillor Nicole Arsenault, seconded by Councillor Ashley Steele THAT the Agenda be adopted as circulated.

MOTION CARRIED (4-0) (RR#24-07-01)

4. APPROVAL OF PREVIOUS MINUTES:

4.1 Regular Council Meeting – June 11, 2024

It was duly moved Councillor Barb Wood, seconded by Councillor Nicole Arsenault THAT the minutes of the June 11, 2024 regular Council meeting be adopted as presented.

MOTION CARRIED (4-0) (RR#24-07-02)

5. PUBLIC PRESENTATIONS/ INVITED GUEST

Nil

6. COMMITTEE REPORTS:

6.1 Police Report:

The Police Report for the month of June 2024 was presented by Councillor Nicole Arsenault.

6.2 Fire Department Report:

The Fire Department Report for the month of June 2024 was presented by Councillor Nicole Arsenault.

It was duly moved by Councillor Nicole Arsenault, seconded by Councillor Ashley Steele THAT the policing report and Fire Chief's Report for June 2024 be accepted as presented.

MOTION CARRIED (4-0) (RR#24-07-03)

The CAO circulated to members of Council a Thank You to the Fire Chief who had helped a visitor to the Town who had a fall at the Tim Hortons (ESSO) and had to be taken to hospital.

6.3 Recreation Director's Report:

The Recreation Director's Report for the month of June 2024 was circulated to members of Council and presented by Deputy Mayor Larry Allen.

It was duly moved by Councillor Barb Wood and seconded by Councillor Nicole Arsenault THAT the Recreation Director's report for the month of June 2024 be accepted as presented.

MOTION CARRIED (4-0) (RR#24-07-04)

The CAO reported that he and the Recreation Director met with representatives from the Consolidated Credit Union and discussed various partnership opportunities and promotional opportunities. Topics discussed included: Advertising on the Zamboni, relocation of their ATM, Name branding of the Arena, sponsoring Day Camp activities and customer information sessions at the library

6.4 Properties and Planning Report: (Development Permit Approvals)

A list of development permits issued between June 9 2024 and July 20 2024 was circulated to members of Council.

In addition, the CAO circulated a report on development Officers costing of each permit issued in 2024. This information will be used in the review of permit fees being charged by the Town.

It was duly moved by Councillor Laurel Palmer-Thompson and seconded by Councillor Ashely Steele THAT the Planning & Properties report for the month of June 2024 be accepted as presented.

MOTION CARRIED (4-0) (RR#24-07-05)

6.5 Finance and Administration Report: Report included in the Council package.

6.5.1 Cash Flow Report June 2024

6.5.2 Disbursement Listing June 2024

A list of cheques and disbursements for the month of June 2024 was included in the report for Council's review.

	Monthly Totals
Town	\$ 84,658.97
Arena	\$ 3,485.71
Utility	\$43,349.66

It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Barb Wood THAT the Finance and Administration report for the month of June 2024 be accepted as presented.

MOTION CARRIED (4-0) (RR#24-07-06)

6.5 CAO- Provincial Tax Credit Breakdown 2024

The CAO circulated to Council a recap of the Tax Credit calculation that the Town will receive for 2024. The Town receives a tax credit for various services provided (Streets, Policing, and Panning). The tax credit is based on the non-commercial assessment only.

7. **EXTERNAL REPORTS:** No external reports this month.

8. **CORRESPONDENCE:**

INFORMATION ITEMS:

8.1 Dept of Health – Community Grant for the Retention of Health Care Professionals

8.2 Dept of Municipal Affairs – June 2024 Newsletter

8.3 Dept of Environment – Advising the Town meets the new PPAS levels in groundwater

8.4 FCM – Guide for municipalities to implement the United Nations Declaration on the Rights of Indigenous People (UNDRIP)

It was agreed to refer this email to the FPEIM so that it can be discussed as a province wide topic.

8.5 FCM – June 2024 Newsletter

8.6 MLA Mathew MacFarlane – Supporting restriction of Truck traffic on Route 10

8.7 Recreation PEI – Anti Racism Charter in Recreation

ACTION ITEMS:

8.8 Community Foundation of PEI – Accepting Applications for funds available under the Canada Games Legacy Fund

The CAO stated that staff was looking into projects that would qualify for these funds.

8.9 Gov't of Canada – Enabling Accessibility Fund Grant available

The CAO stated that staff would explore the possibility of applying for a youth to examine accessibility within the Town.

8.10 Alicia Wentzell – On behalf of a number of residents -Request for Speed bumps and Sidewalk improvements on Carleton St

It was duly moved by Councillor Barb Wood and seconded by Councillor Nicole Arsenault THAT the Town request that speed bumps be installed on Carleton St to slow traffic on the street and make it safer for children living in the Area

MOTION CARRIED (4-0) (RR#24-07-07)

9. UNFINISHED BUSINESS:

9.1 Hiring of CAO Update (Discussion will be In Camera)

It was reported that a number of interviews have taken place for the position of CAO and that an offer of employment has been made to one of the applicants.

9.2 IRAC – Notice: Revisions to Town’s Water -Sewer Rates 2024

An Order was received from IRAC dated June 27 2024 approving the revised Utility Rates for the Sewer and Water Utilities as submitted. Neither the Town or IRAC received any comments from residents in respect to the proposed increases. Increased approved were 25% effective July 1 2024; an additional 5% effective April 1 2025 and an additional 5% effective April 1 2026.

The Board deferred making a decision on the proposed local regulations for the Utilities.

9.3 Vacancy on Town Council

A letter was received from Rob Lantz Minister of Housing, Lands & Committees advising that he has no authority to grant the Town’s request to delay filling the vacancy on Town Council.

It was duly moved by Councillor Ashley Steele and seconded by Councillor Laurel Palmer-Thompson THAT Council set Monday October 28, 2024 as the date for a Special Election to fill the current vacancy on Ton Council.

MOTION CARRIED (4-0) (RR#24-07-08)

9.4 Funding Approval – Electronic Signage & Fire Fighting Equipment

Notification was received from the Province of PEI that the Town has been granted a grant of \$41,601 towards the cost of purchasing LED Programable Electronic signage and Firefighting Equipment for the Town under the provincial Community Revitalization Program.

9.5 IRAC- Update DP Murphy Application- Petroleum License -Market Overview Study

Circulated to members of Council was a copy of a Market Overview Study filed by DP Murphy in support of his application for a Petroleum license for his property in the Town of Borden-Carleton.

10. NOTICE OF MOTIONS: Nill

11. NEW BUSINESS:

11.1 Discussion – Date for Fire Works (Carry Over from Canada Day

Council agreed to set the date of Sunday Sept 1 2024 for the firing of Fireworks that is a carry-over from the Canada Day activities

11.2 Canada Community Building Fund 5 Year Agreement (Gas tax)

A letter was received from the Minister of Transportation & Infrastructure advising of the new Canada-PEI Infrastructure Agreement. The Town will receive \$500,000 over the next five years. (\$100,000 per year).

11.3 FPEIM -Municipal Infrastructure Fund (MIF) for Housing

The province has announced an Infrastructure Fund for Housing to be administered by the FPEIM. Grants are available for single family housing on individual lots. In addition, the province will make funding available at a 2% interest rate for a 5-year term. We hope that funds can be approved for the Read Road Housing Project from this fund.

12. QUESTIONS (DISCUSSION ITEMS) COUNCIL

12.1 Committee Structure (Randy)

The present Committee structure was created before the MGA and at a time when Chairs of Committees and committees directed staff. That is no longer the case as all staff are hired and directed by the CAO. Over the last number of years, all issues have been dealt with directly by Council or Council as A Committee of the Whole.

The mayor led a discussion on the role of committees and possible new direction and ways Council members can help the Town to have a voice in provincial decisions The CAO was requested to compile a list of various bodies that Council members could apply for membership.

12.2 Gateway Days (Ashley)

Gateway Days hasn't occurred in the Town for a number of years and there is no existing Community effort to revitalize it. Staff hadn't plan on staging activities. The Legion is taking over having a Sept Dance. There used be a Bridge fest as well. It was suggested that the Town work with Strait Crossing and the community to have a Bridge fest in the Community every five years.

12.3 Lights at Gateway Village (Nicole)

Lights at Gateway Village are a provincial responsibility. Both the Mayor and the CAO have had conversations with the Dept of Finance and with Steven Yeo (Dept of Transportation). An RFP is being issued for replacement of half the lights this year. The challenge is the same light fixture is no longer manufactured and to find something that will fit the same bases. The replacement is in the works but procurement has to go through a tender process due to the \$\$\$\$\$ involved.

12.4 Marine Rail Park (Randy)

The Rail Park is a "gem" to both the town and the province. The number of persons and tour buses is increasing each year. There is great potential to have more economic development at the park, but it will require resources that the Town doesn't have. The Lighthouse needs to have siding installed. We staff the Park during the summer months but only able to do so by receiving provincial employment grants. The province and Federal government should be partners in the development of the park. Sewer and Water is needed to be installed to the Lighthouse and the building renovated so that a takeout food operation could operate at the lighthouse and perhaps an ice cream take out at the Caboose.

12.5 Overnight Parking of RVS (Larry)

Letters have been sent to all business and organizations with Parking Lots advising that the Town does not permit Overnight Parking by RV's and Travel Trailers.

12.6 Purchase of Gravels- Under New Gazebo (Randy)

The province has installed the posts and roof of the new Gazebo. It has also been painted by staff. Should the town have gravels placed under the Gazebo to curtail grass growth. This should be done before a base is built.

12.7 Use of Drones in the Town (Randy)

According to Canada's national aviation authority, Transport Canada Civil Aviation (TCCA), flying a drone is legal in Canada, it was agreed to suggest to Strait Crossing that signage be posted that the Confederation Bridge is a "NO Fly " Zone.

13. IN-CAMERA:

It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Ashley Steele to go into an in-camera – 1 item under section 119(1)(a) commercial information which, if disclosed, would likely be prejudicial to the municipality or parties involved; and several items under section 119(1)(d) human resource matters.

MOTION CARRIED (5-0) (RR#24-07-09)

Council went into in-camera at 9:12 pm

It was duly moved by Councillor Barb Wood, .and seconded by Nicole Arsenault THAT Council moves back to a public meeting.

MOTION CARRIED (5-0) (RR#24-07-10)

Council returned to open session at 10:28pm

13.1 Hiring of CAO

An email was received from Carol Lee Dunbar dated July 23 2024 accepting the position of CAO for the Town of Borden-Carleton subject to clarification of items contained in the Letter of Offer dated June 13 2024 with an estimated start date of Sept 23 2024.

It was duly moved by Councillor Barb Wood, seconded by Councillor Ashley Steele THAT Cora Lee Dunbar, Summerside be appointed CAO for the Town of Borden-Carleton effective September 23 2024 subject to a mutually agreed employment contract being signed by both parties.

MOTION CARRIED (5-0) (RR#24-07-11)

13.2 Support MIF Funding Application Read Road Housing

The CAO showed to members of Council the latest version of the proposed Housing development for Development for Read Road. The developer intends to apply for funding for the project under the FPEIM MIF program.

It was duly moved by Councillor Ashley Steele, and seconded by Councillor Nicole Arsenault THAT Council support the application for funding under the FEIM MIF Program for the proposed Housing Development for Read Road.

MOTION CARRIED (5-0) (RR#24-07-12)

13.3 Lease – Town Office 20 Dickie Road

An email was received from the PEI Potato Board that the second-floor area above the present Town Office on Dickie Road was available for lease.

It was duly moved by Councillor Laurel Palmer Thompson, seconded by Councillor Barb Wood THAT Council accept the offer to lease space on the second floor at 20 Dickie Road from the PEI Potato Board at a cost of \$966.00 per month plus GST for a one-year term.

MOTION CARRIED (5-0) (RR#24-07-13)

13. ADJOURNMENT:

There being no further business to come before the meeting, the meeting adjourned at 10:35pm.

Mayor, Randy Ahearn

CAO, Jim Wentzell