



**Town of Borden-Carleton**  
**Regular Council Meeting Agenda**

**July 13, 2021 - 20 Dickie Road, Borden-Carleton, PE**

**7:00pm**

**1. CALL TO ORDER:**

**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.*

Declaration(s) - \_\_\_\_\_

**3. ADOPTION OF THE AGENDA**

**4. APPROVAL OF PREVIOUS MINUTES:**

4.1 REGULAR MEETING June 08, 2021

**5. COMMITTEE REPORTS:**

5.1 **Police Report:** Report included in package.

5.2 **Fire Report:** Report included in package.

5.2.1 Replacement Bunker Gear- Funding Update

5.3 **Recreation/Arena Reports:** Report included in package.

5.3.1 Community Awards presented on Canada Day

5.3.2 Discussion Plaque Program for Memorial Park.

5.4 **Properties and Planning Report:** Verbal Report

5.4.1 List of Planning Concerns to be sent to Lands Matter Planning Committee.

5.5 **Finance and Administration Report:** Report included in Package

5.5.1 Zoning Issues including violations

5.6 **Public Works/ Streets and Lights Report:** Verbal Report.

5.6.1 Status- Meeting Request with Minister of Transportation

5.7 **Water and Sewer Report:** Report included in Package.

**6. EXTERNAL REPORTS:**

6.1 **BADC Report:**

6.2 **Destination Borden-Carleton:**

## **7. CORRESPONDENCE**

### **INFORMATION ITEMS:**

- 7.1 **Dept of Transportation-** Denying the Town's request to do at the Borden-Carleton testing site due to traffic safety and a public relations perspective.
- 7.2 **Dept of Transportation –** Making it clear that Speed bumps would not be permitted on Dickie Road.
- 7.3 **PEI Infrastructure Secretariat –** Advising the Gas Tax allocation for 2021-22 in the amount of \$100,000 has been transferred to the Town.
- 7.4 **PEI Pride Festival 2021 –** Advising that Pride Week is July 17-25<sup>th</sup> and requesting that a Pride Flag be flown in the Town that week.
- 7.5 **Environment, Energy & Climatic Action –** Outlining Changes to the Regulations of Water and Wastewater under the Water Act that will have an impact on municipal utilities.
- 7.6 **Hon Jamie Fox –** Update on proposals received in respect to the Fabrication Yard.

### **ACTION ITEMS:**

## **8. UNFINISHED BUSINESS**

- 8.1 RCMP Policing Extended Service Agreement
- 8.2 Housing Development Update: (will be discussed In- Camera)
- 8.3 Water Tower Project
  - 8.3.1 Requirement to Engage PEI Engineer for Permitting Purposes
- 8.4 Covid Warrior Nominations
- 8.5 Gateway Days Update (PEI Events Innovation Fund)

## **9. NEW BUSINESS**

- 9.1 Trails Funding Application
- 9.2 CRA authorization for Council & Staff
- 9.3 Province of PEI Tax Sale Notification Process.
- 9.4 Discussion: Canada Community Revitalization Fund (Possible projects to consider & possible involvement of the CDC)
- 9.5 Extension of the Municipal Funding Agreement

## **10. IN CAMERA -MGA Section 119**

- MGA 119 (e) Contractual Discussions



**Town of Borden-Carleton**  
**Regular Council Meeting Minutes**

**June 8, 2021 - 20 Dickie Road, Borden-Carleton, PE**

**7:00pm**

**PRESENT:** Mayor Charles Mackenzie, Deputy Mayor Randy Ahearn, Councillor Barb Wood, Councillor Larry Allen, Councillor Laurel Palmer-Thompson, Councillor Nicole Arsenault, Councillor Eric Stewart.

**ALSO, PRESENT:** Interim Chief Administrative Officer Jim Wentzell  
Recreation Director Holly Bernard  
One (1) Citizen

**1. CALL TO ORDER**

The meeting was called to Order by Mayor Charles Mackenzie at 7:00pm

**2. ADOPTION OF THE AGENDA**

It was duly moved and seconded that the Agenda, as presented be adopted.

Moved by Deputy Mayor Randy Ahearn, seconded by Councillor Eric Stewart.

CARRIED 6-0

**4. APPROVAL OF PREVIOUS MINUTES:**

It was duly moved and seconded that the minutes of the May 11, 2021 regular Council meeting be adopted as presented.

Moved by Deputy Mayor Randy Ahearn, seconded by Councillor Nicole Arsenault

CARRIED 6-0

It was duly moved and seconded that the minutes of the May 31, 2021 special Council meeting be adopted as presented.

Moved by Councillor Eric Stewart      Seconded by Councillor Nicole Arsenault

CARRIED 6-0

## **5. COMMITTEE REPORTS:**

**Police Report:** Report included in package. Councillor Barb Wood presented the Police Report for the month of May 2021

**It was duly moved and seconded that the Police Report be accepted as presented**

Moved by Councillor Barb Wood, Seconded by Councillor Eric Stewart.

CARRIED 6-0

### **Fire Report:**

Councillor Barb Wood presented the Fire Chief's Report for the month.

**It was duly moved and seconded that the Fire Chief's report be accepted as presented**

Moved by Councillor Barb Wood, seconded by Councillor Nicolle Arsenault.

CARRIED 6-0

### **Recreation/Arena Reports:**

Councillor Larry Allen presented the report from the Recreation Director Holly Bernard for the past month. The recreation Director Holly Bernard was present at the meeting to answer questions in respect to summer staffing and Canada Day activities.

**It was duly moved and seconded that the Recreation/Arena Report be accepted as presented.**

Moved by Councillor Larry Allen, seconded by Councillor Eric Stewart.

CARRIED 6-0

Canada Day activities were discussed and it was noted that the Acadian LaBelle Alliance were interested in presenting musical entertainment in Borden-Carleton during Canada Day. Other planned events were discussed including involvement by members of Council.

It was agreed that the Events Committee would meet at 7:00pm on Monday June 14<sup>th</sup> to further discuss plans for Canada Day.

### **Properties and Planning Report:** Verbal Report

Councillor Laurel Palmer-Thompson gave a verbal report on the Properties and Planning Committee.

**It was duly moved and seconded that the Properties and Planning Committee Report be accepted as presented.**

Moved by Councillor Laurel Palmer-Thompson, seconded by Councillor Larry Allen.

CARRIED 6-0

Discussions included Mowing of the Go Kart Property, location of the Gazebo at the Go Cart property, Adopt a Barrel campaign, summer maintenance and watering of the plants, and work on the monuments both at the Rail Park and Memorial Park.

**Finance and Administration Report:**

The CAO gave a verbal report for the month of May.

**It was duly moved and seconded that the Finance and Administration Report be accepted as presented.**

Moved by Councillor Eric Stewart, seconded by Councillor Larry Allen.

CARRIED 6-0

**Public Works/ Streets and Lights Report:**

Councillor Nicole Arsenault gave a verbal report on the activities of the Public Works/Streets and Lights Committee.

**It was duly moved and seconded that the Public Works/Streets and Lights Committee Report be accepted as presented.**

Moved by Councillor Nicole Arsenault, seconded by Councillor Eric Stewart.

CARRIED 6-0

The Mayor and CAO met with senior staff from the Dept of Transportation on May 21st and May 27<sup>th</sup>. Circulated to members of Council was the PEI Speed Bump Installation Policy; and Rte. 1/Rte. 10 intersection Road Safety Report Sept 2020.

Members of Council felt that a Roundabout should be considered at the Intersection of Hwy 1/Hy10 and it was agreed that a meeting be requested with the Minister of Transportation and Safety to discuss the matter further.

It was also noted that the Province does not permit Speed Bumps on provincial highways.

**Water and Sewer Report:**

Deputy Mayor Randy Ahearn presented the report of the Water/Wastewater Plant Operator for the month.

**It was duly moved and seconded that the Water/Sewer Report be accepted as presented.**

Moved by Deputy Mayor Randy Ahearn, seconded by Councillor Nicole Arsenault.

CARRIED 6-0

**6. EXTERNAL REPORTS:**

**BADC Report:**

Councillor Barb Wood advised the meeting there was no report for this month.

**Destination Borden-Carleton:**

Councillor Laurel Palmer-Thompson gave a verbal report for this month. She was planning to have a Board meeting to discuss a new Tourism initiative available by the Province.

**7. CORRESPONDENCE**

**INFORMATION ITEMS:**

7.1 Age Friendly PEI- Advising of their services throughout PEI

7.2 Agriculture & Land – Land Matters Advisory Committee holding public consultations

Members of Council were asked to list issues they see with the Provincial Planning Act for submission to the Land Matters Advisory Committee.

7.3 Stewart-McKelvey – Advising that the Coastal Heart of PEI Trademark has now been registered

**ACTION ITEMS:**

7.4 Change in Committee Chair Request

**It was agreed that Councillor Barb Wood assume the Chair of the Streets and Lights Committee and that Councillor Nicolle Arsenault assume Chair of the Police and Fire Committee**

**8. UNFINISHED BUSINESS**

**8.1 RCMP Policing – Email re appointment of new Deputy Minister**

**8.2 Housing (EOI) (will be discussed in Camera)**

**8.3 Customer Satisfaction Survey (nothing to report)**

**8.4 Water Tower Project**

**The CAO reported that the RFP should be issued by the end of the week**

## **8.5 Opening of Province- Use of Gateway Village/ Parking Lots**

**8.5.1 Email from Stephen Yeo re retuning parking areas to green space**

**8.5.2 Copy of information letter sent to residents**

**8.5.3 Discussion: Ways the Prov can Assist the Town in light of major impacts to the Town by major change.**

**It was agreed members of Council would submit their ideas on what ways the Province could assist the Town. Council would then discuss the list at the next meeting.**

## **9. NEW BUSINESS**

**9.1 G C Bell Memorial Scholarship – 2 applications received**

**Deputy Mayor Randy Ahearn and Councillor Larry Allen declared a Conflict of Interest and left the meeting during the discussion of this subject.**

**It was duly moved and seconded that both Koraleigh Ahearn and Lucas Deroche be awarded the G C Bell Scholarship for 2021.**

Moved by Councillor Eric Stewart, seconded by Councillor Nicole Arsenault

CARRIED 4 - 0

**Council stated that the school would be advised that the granting of two scholarships would apply to this year only.**

Deputy Mayor Randy Ahearn and Councillor Larry Allen returned to the meeting.

**9.2 PEI Municipal Government Check list and requirements**

**9.2.1 Draft Town Code of Conduct Policy**

The CAO advised there are a number of Policies and Bylaws required by the Town. He circulated a draft Town of Conduct Policy that will be considered at the July 13 Council meeting.

**9.3 Annual Community Awards Process**

A discussion took place on the Community Awards normally handed out on Canada Day. In respect to Beautification Awards it was suggested 2 persons from outside the Town choose residents for nomination. In respect to other awards, a nomination box would be placed at the Rail Park for citizens of the Town to nominate people for awards in various categories

## **10. IN CAMERA -MGA Section 119**

**MGA 119 (e) Contractual Discussions**

It was duly moved and seconded that Council go INCAMERA to discussion proposals received for Housing in Borden-Carleton on town owned lands as permitted under Section 119 (c) of the MGA-

Moved by Councillor Laurel Palmer-Thompson, seconded by Councillor Larry Allen.

CARRIED 6-0

Council went into Camera at 9:20pm

Council returned to open session at 9:40pm

There being no further business to come before the meeting, the meeting adjourned at 9:40pm

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Mayor Charles Mackenzie

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CAO Jim Wentzell





**BORDEN-CARLETON  
MAYOR'S  
POLICING REPORT  
June, 2021**

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



Members have reported 174 hours providing policing services to the Town of Borden-Carleton, during the month of June 2021.

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 and school visits.

A total of seven calls for service were received during this past month. One Summary Offence Charge and one written warning were issued under the Provincial Highway Traffic Act, in Borden- Carleton.

16 Criminal Record Checks were completed for residents of Borden-Carleton, this past month.

OCCURRENCES	June 2021
Animal Calls	1
Assault	1
Health Act (COVID-Related)	1
False Alarm	1
Traffic Violations	2

Traffic Collision	1
Total Calls for Service	7

<b>Highway Traffic Act Violations</b>	<b>June 2021</b>
Speeding	1
Written Warnings	1

On June 12<sup>th</sup>, 2021, at approximately 8:30 PM, Members of East Prince RCMP were called to a residence in Borden Carleton, to respond to a complaint of assault. Upon investigation, a thirty-one-year-old male was arrested and charged under the Criminal Code Act. The matter is still under investigation.

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

**Borden – Carleton Fire Dept.**

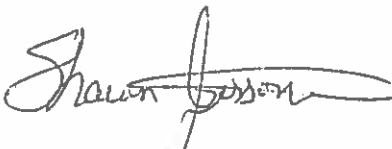
**Monthly Report**

**Vehicle Issues**

2004 GMC Pumper	
2002 Sterling Tanker	
2005 Ford Rescue	
2014 Freightliner Pumper	

**Calls for the Month**

Date	Call Type	Location	# of Members
July 4	Single Vehicle MVA	BORDEN-CARLETON	10

Submitted by 

**bcadmin@borden-carleton.ca**

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**From:** Kellie Mulligan <KAMULLIGAN@gov.pe.ca>  
**Sent:** June 30, 2021 2:58 PM  
**To:** bcadmin@borden-carleton.ca  
**Subject:** RE: Revised Funding Application - Bunker Gear & Baseball Field Fencing - Rural Growth Initiative

Jim,

The Bunker Gear has been approved for 50% funding and the contract is ready to be signed. Please let me know when you wish to meet, and at which office to get it signed?

Tks,

Kellie

## **RECREATION DIRECTOR**

### **Report to Council, July 13<sup>th</sup>**

The Summer Day Camp is up and running. We have hired Trinity Somers and Makenzie Cutcliffe to help Sydney for the summer. Last week we had 18 registered for the week and this week we have 24. We also have the Central Region Sport and Recreation Council out on Mondays doing a multi-sport event for 6 weeks with the day camp children.

We have been working at the Marine Rail Park to get the room that was once rented out back in order. We had to fill a lot of nail holes and have started painting the wall and floors. We have also dug up and weeded the monument and the bump where we will be replacing the word PEI. Flowers will be going in the monument at the first of the week (July 12<sup>th</sup>).

The Young Millionaires will be using the vacant room at the Marine Rail Park for the summer so the participants within the Town can sell their items out of there.

## **Town Awards for 2021 -Issued on Canada Day**

### **Most Improved Property – Trent and Kathy Paynter**

Trent and Kathy have invested so much time into their property the past few years and the hard work has paid off. They have their own little piece of paradise!

### **Best Overall Property – Trent and Tanya DesRoche**

Trent and Tanya have a beautiful yard from the sidewalk to the backyard. So much time and effort is put into it and this award is well deserved.

### **Youth of the Year – Kirstin Bryanton**

Kirstin has volunteered so much of her time to helping out with many Town events since she was in Elementary school. She has been involved in Canada Day, Gateway Days, Winter Carnival as well as the summer reading programs put on by our library. This year she will be entering grade 12 and will serve as co-editor of the year book.

### **Volunteer of the Year- Mitch MacDonald**

Mitch has been a huge part of our local legion for many years. The time and dedication he has put in is amazing. He is always there to help set up and take down equipment and tables and can answer any question we have about the legion. His involvement is one that will not be forgotten and is something to be extremely proud of.

### **Neighbor of the Year – Southside Minor Hockey Association**

Even during a pandemic, the members of the Southside Minor Hockey Association showed up and worked endless hours to ensure that the children involved could still look forward to playing the game they love. From the hours they put in at the rink managing, coaching or volunteering as a COVID liaison to the hours spent away doing up schedules and operational plans the members of this Association proved that they can handle any situation.

### **Citizen of the Year- Shawn Jessome**

As many people know, Shawn has been a member of the Borden-Carleton Fire Department for 28 years. He started out following in his father's footsteps and has since worked his way up to the chief position. He puts in countless hours going to calls, cleaning the trucks, doing paperwork, fundraising, doing events and many other tasks and jobs that may need to be done. He is a proud member of our fire department and an important resident in the Town.



## BORDEN-CARLETON MEMORIAL PARK

There is more information required to advance the Borden-Carleton Memorial Park project:

- Why is the Park called: "Memorial Park?"
- Work to be completed on Monument?
- Criteria for plaques permitted on the monument?
- Fencing along Highway (front of Park)
- Park Signage?
- Use of Park?



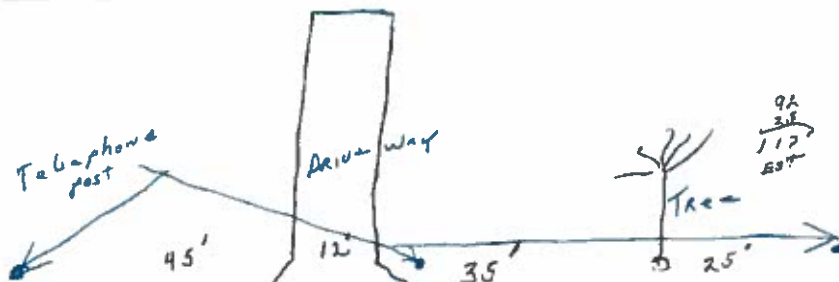
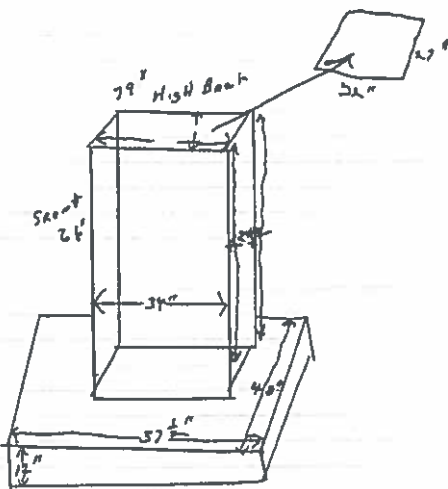
### The Monument

- Needs to be sandblasted (only half done)
- Holes filled in, sanded along with edges
- Be Water sealed similar to Rail Park monuments
- Main Plaque installed.
- Criteria for public plaques established

### Fencing

Purpose of Fencing

Type and Location for Fence





Agriculture and Land

Agriculture et Terre



Office of the Minister

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

Bureau du ministre

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

June 1, 2021

Town of Borden-Carleton  
Mayor Charles MacKenzie  
Po Box 89  
Borden-Carleton, PE C0B 1X0

*What are  
Council's  
issues / concerns?*

Via Email

Dear Mayor MacKenzie:

There is important work underway that may have a significant impact on future official plans and bylaws. *Land Matters PEI* is a public consultation process currently underway related to the *Planning Act* and the *Lands Protection Act*

<https://www.landmatterspei.ca>

It is expected that the Land Matters Advisory Committee will report to Government in late spring 2021. Government will then take some time to consider the recommendations of the Advisory Committee and propose any appropriate changes to legislation. It is anticipated that by January 2022, the results of the Land Matters PEI consultation and any proposed legislative changes will be more fully understood.

We understand that developing and maintaining your municipality's official plan and zoning and development bylaws requires significant commitment of time and resources. We want you to be aware of the Land Matters PEI process and timelines as recommendations from the Advisory Committee may result in changes to legislated requirements for municipal planning documents, including your official plan and bylaws.

We are committed to provide more updates on the progress of Land Matters PEI and any implications for amendments to official plans and bylaws, as soon as possible.

Sincerely,

The Honourable Bloyce Thompson, MLA  
Minister of Agriculture and Land

/taj



**Town of Borden- Carleton**  
**CAO Financial & Admin Report**  
**July 2021**

**Financial Items**

The Auditors are here next week (Aug 20-23) to do the 2019/20 audit and as well start on the 2020-21 Audit. Bank Reconciliations for all the Town Accounts have been completed up to May 31 2021. We are officially up to date with Sage and working in the present.

The next task is to identify the flaws in the alignment of accounts so that meaningful financial statements can be generated. I will get DMA approval before making the changes.

20 HST returns. were filed for the Arena and Town dating back to 2019. I have spent countless hours on the phone with CRA but they won't talk to me nor process the claims without being authorized by Council. (Item under New Business)

**Utility Finances**

The Water/Sewer bills have been sent out for July 1<sup>st</sup>. I am reviewing a few accounts subject to disconnection and notices have been issued. **One account in particular will be disconnected this week as no response has been received from several letters issued.** We also filed a claim on another outstanding account that was sold at a recent tax sale.

A pump is in need of replacing in one of the Water Wells. The cost to replace this pump will be between \$12,000 -\$18,000. This is an unbudgeted repair.

**Grants**

-We are working with Lindsay Murray, Coastal PEI to apply for a festival grant for Gateway Days (further discussion under Unfinished Business). Holly & I meet regularly to plan this event.

-We filed costing with the Active Transportation Committee for Funding for the development of Trails in the Town. (Discussion under New Business)

-We received approval of a grant towards the cost of replacing the Fire Dept Bunker Gear.

-We are pulling together several projects to apply for funding under the Canada Community Revitalization Fund, including a new Backstop and Fencing for the Ball Field (Discussion under New Business)

-We are looking at applying for a grant under the Active Living Program

**Mobile Vending Licenses**

Using the fee schedule recently agreed to by Council, 2 Food Truck Vending Licenses have been issued, and 2 vendors under the Young Millionaires Program were issued licenses.

### **Staffing**

Assisted Holly in interviewing applicants for the summer jobs. We have 3 Day Camp Workers and 3 maintenance employees for the summer months. We expect to receive approval for another person to assist at the Rail Park beginning in August.

Ongoing discussions with a CAO of a neighboring municipality for the possibility of sharing an Accounting Clerk/Administrative Assistant.

### **Administration**

- Continuous consultation with the Town Solicitor in respect to the proposed housing development
- Continue discussions with officials from the Dept of Municipal Affairs to discuss shared services.
- Participated in Special Events Committee Meeting
- Participated in Canada Day Event
- Explored issues with improvements to the Memorial Park (to be discussed under Recreation Report)
- Met with other CAO's to review the extension of the Municipal Funding Agreement
- Attended the Canada Games Announcement held at the Rail Park on June 17<sup>th</sup>.
- Worked out details for two weddings to take place at the Rail Park in October.
- The employee Health plan was reinstated by RWAM.
- Meetings with Holly and Dennis on a continuous basis to complete various projects contained in the 2021/22 Budgets
- . Dealt with a number of Zoning questions/civic numbering issues.
- Discussions with the Province on the erection of the Gazebo (Base platform was destroyed)

### **Over the next few months**

There are never enough hours to get everything accomplished. We keep a running list of things to work on. This includes:

- ✓ Draft various By-law amendment: Fees; Mobile Vendors; Code of Conduct; Winter Parking
- ✓ Draft Policies for Town Awards Program; Scholarship Awarding; Plaques for Memorial Park.
- ✓ Revamp the Newsletter, to include profiles on Council & Staff
- ✓ Assign Website Updating and Posting to Facebook to staff
- ✓ Review and Update EMO Plan and EMO Bylaw and Administration Options
- ✓ Funding for continued renovations of the Lighthouse at the RV Park. Submission to ACOA
- ✓ Develop a Formal Crisis Management/Return to Work/Continuity Plan for the Town as required by the Town's Insurance Company
- ✓ Examine the feasibility of whether the Town or the Prov should maintain the streets in the Town
- ✓ Signage and Business Directory Planning for 2021
- ✓ Funding Application for Gas Tax Projects
- ✓ Implement Projects approved under COVID-19 restart Funding.

**Time Off Request**

I am requesting the following days to be away from the office. I will have my laptop and access to my computer & email:

Friday, July 16 2021

Monday July 19, 2021

Wednesday Aug 4<sup>th</sup> – Friday August 13<sup>th</sup> inclusive.

(I will be in contact with the office Online and via email)

I continue to work evenings and weekends (force of habit). I may take Wednesdays over August & September off to recharge my batteries

Jim Wentzell

CAO

End of Report for July 2021

# LAND USE BYLAW

## 16.18 Penalties

A person who violates any provision of this Development Bylaw is guilty of an offense and liable on summary conviction:

1. In the case of a first or subsequent offense, to a fine not exceeding two thousand (\$2,000.00) dollars in each case, together with the cost of prosecution, and in default of payment of the fine or costs.
2. Where the offense is a continuing offense, to a fine not exceeding four hundred (\$400.00) dollars for every day the offense continues, together with the cost of prosecution, and in default of payment of the fine or costs.
3. The Judge presiding on any prosecution under this Development Bylaw may fix the costs of prosecution to be paid by the person found guilty hereunder.

## 3.4 Swimming Pools

The installation of a swimming pool shall be in accordance with the following provisions:

1. swimming pools shall require a development permit;
2. all swimming pool installations shall be in accordance with the pool manufacturers specifications;
3. all swimming pool installations shall be in accordance with the property owner's policy of property insurance;
4. for all swimming pool installations a minimum 1.22 m (4 ft.) high fence or pool structure shall be in place to impede unauthorized persons from entering over or under said fence or structure, and shall be aesthetically presentable. Access to the pool shall be gated or removed to prevent entry;
5. any gate in such fence shall be capable of being locked;
6. for all swimming pool installations, not enclosed by a fence, a manufacturer's approved Town of Borden-Carleton Zoning and Development Bylaw 32 safety cover is mandatory;
7. the Developer shall agree that other initiatives regarding maintenance and safety which are reasonable and prudent shall be carried out either at the initiative of the Developer or the Council;
8. the Town of Borden-Carleton reserves the right to notify any property owner's insurance provider where a pool installation is not in compliance with the provisions of this section and the property owner has refused to bring the installation into compliance with this section; and
9. the water from the pool shall be permitted to be disposed of onto the ground, provided:
  - (a) the water does not enter a Watercourse;
  - (b) the water has been de-chlorinated through the Use of hydrogen peroxide, or allowed to stand unused for a period of time, until the residual chlorine in the water has been reduced to a maximum 0 mg / ppm; and
  - (c) the Owner shall agree that other initiatives regarding maintenance and safety which are reasonable and prudent shall be carried out either at the initiative of the Owner or at Council's request.

## 2.36 Fences

No fence shall exceed 1.22 m (4 ft.) in height where it is to be located in the front yard or flankage yard of a lot in a residential zone.

1. Where a fence is to be located in the front yard or flankage yard of a lot in a residential zone and will exceed 1.22 m (4 ft.) in height, a development permit shall be required.
2. Where a fence is to be located on a corner lot in a residential zone at any height, Council shall require a development permit which may be reviewed by police services to ensure sufficient sight distance and safety for the general public.
3. Fences are to be constructed with a durable material and maintained as required to ensure the structure is both of sound construction and appearance. In the event that Council determines the fence to be of inferior construction quality or the appearance has deteriorated sufficiently, Council may require the necessary improvements

### **2.37 Recreational Trailer or Vehicle**

No person shall sleep or reside in a Recreational Trailer or Vehicle, unless the Authority Having Jurisdiction has issued a Temporary Permit for such Use, excluding designated campgrounds.

### **2.3 Authority of Development Officer**

1. Council shall appoint a Development Officer(s) whose duties shall be as provided in this Development Bylaw. A Development Officer shall have the authority to administer this Development Bylaw. Notwithstanding the foregoing, a Development Officer shall have the authority to approve or deny severances, Lot Consolidations and Development Permits in accordance with this Development Bylaw in all areas except for:
  - (a) large scale residential Developments of three or more Lots;
  - (b) new commercial operations or existing commercial operations wishing to expand;
  - (c) new public service and institutional operations or existing public service and institutional operations wishing to expand;
  - (d) new recreation and Public Open Space operations or existing recreation and Public Open Space operations wishing to expand;
  - (e) new Utility Structures or existing Utility Structures wishing to expand;
  - (f) Special Permits;
  - (g) Change of Use;
  - (h) Rezoning applications; and
  - (i) variance up to 5%.



**TOWN OF BORDEN-CARLETON**

**2021 FOOD TRUCK LICENSE**

**Borden-Carleton**

*The coastal heart of PEI!*

THIS CERTIFIES THAT

**BLOWING SMOKE BBQ LTD**

**Bernie Kiggins**

Is Authorized to Sell slow cooked BBQ Items at Ceretti's TCH

JULY 1, 2021

(Date License Issued)



James A Wentzell

CAO

Expiry Date: JUNE 30, 2022

**From:** bcadmin@borden-carleton.ca  
**Sent:** June 13, 2021 7:52 PM  
**To:** 'jsjaylwardMinister@gov.pe.ca'  
**Cc:** Charles MacKenzie (Judy@pei.sympatico.ca); 'Stephen Yeo'; 'ddchaisson@gov.pe.ca'; Barb Wood (johnandbarb@pei.sympatico.ca)  
**Subject:** Request for Meeting Re; Rte1/Rte 10 Intersection Borden-Carleton  
**Attachments:** Borden-Rete1-Rte10-Intersection In Service Road Safety Review.pdf

Hello Honourable Minister Aylward

Mayor Charles Mackenzie and members of Council are requesting a meeting with you (at your earliest convenience) to discuss our concerns with the safety of the Highway Intersection where Hwy 10 meets Hwy 1 here in Borden-Carleton. Earlier this month the Mayor and CAO met with Phil Gotell and Mark Sharen from your Dept and concerns were also discussed with Steven Yeo previously. We appreciate having these discussions with your staff.

WE were given a copy of the "Borden, Rte1/Rete 10/ intersection In Service Road Safety Review" report dated Sept 2020. (see copy attached). This report contained four (4) recommendations, however Council feels the report doesn't tell the complete picture as it was taken during COVID restrictions when traffic was no where near normal levels. If any intersection deserves consideration for a Roundabout, its this intersection.

This is a very dangerous intersection and we hope you will agree to meet with Council.

Sincerely

Jim Wentzell  
CAO  
902 437 2225  
(On behalf of Mayor Charles Mackenzie and Town Council)

## Town of Borden-Carleton

July 12, 2021

- 1) Water consumption for June was 12,913 cubic meters
- 2) Total of 7 water samples taken for May
- 3) UV lights cleaned
- 4) Water meters were read for quarterly billing period

### Ongoing items

- 1) The water pump in Well # 3 is bad and needs to be replaced. I have ordered a new one and will get it installed as soon as possible.



**From:** Darren Chaisson <ddchaisson@gov.pe.ca>  
**Sent:** June 22, 2021 4:20 PM  
**To:** bcadmin@borden-carleton.ca; Mark Spidel  
**Cc:** Jamie Fox; accounts@borden-carleton.ca; bordencarletonrec@gmail.com; Judy@pei.sympatico.ca  
**Subject:** RE: Request to Conduct Fund Raiser at Borden-Carleton Testing Area

Hi Jim,

The Province is not prepared to give permission to fund raise on this site in any manner. It is not an appropriate site from either a traffic safety or public relations perspective. This is a screening/testing facility set up during a pandemic. Not a summer concert.

We are prepared however to offer the ability to collect empty beverage containers disposed of by staff which you can return for the deposit. Staff will be supplied with water bottles and recycle bins will be available so all you would have to do is arrange pick up times with the team on site. If this is something your organization is interested in please contact Holly Hinds to discuss.

Regards,

**Darren Chaisson P.Eng**  
Deputy Minister  
PEI Dept. of Transportation and Infrastructure  
Box 2000, Charlottetown  
PEI Canada  
CIA 7N8

Tel. (902)368-5130  
[ddchaisson@gov.pe.ca](mailto:ddchaisson@gov.pe.ca)

>>> <bcadmin@borden-carleton.ca> 6/22/2021 9:41 AM >>>  
Hi Mark

Has our request been reconsidered and which of the three options is preferred by the Province and under what requirements. All the lanes will be painted and cars will be moving very slow. Safety issues can be addressed. It's a matter of planning and organization.

In one of my previous lives, I organized countless music/entertainment events that involved thousands of people, cars and parking, including a weekend outdoor music festival called Fish Aid, tours by Trooper, April Wine, Stampeders, Wrestling, Roller Derby and numerous other artists. I've organized a week long national convention for the Financial Institute of Canada held in Halifax and regional conferences for the Association of Municipal Administrators across various venues.

Time is of the essence, we are already behind in planning.

Jim Wentzell  
CAO  
902 437 2225

**bcadmin@borden-carleton.ca**

---

**From:** Stephen Yeo <sjyeo@gov.pe.ca>  
**Sent:** June 18, 2021 9:33 AM  
**To:** Jamie Fox; bcadmin@borden-carleton.ca  
**Subject:** Re: Fwd: Speeding Dickie Road \_Speed Humps

Speed bump would not be allowed on Dickie Road as we only allow them on Sub division streets or dead end roads

Steve

Stephen J. Yeo, P.Eng.  
Chief Engineer  
Capital Projects Division  
PEI Department of Transportation and Infrastructure  
ph: (902) 368-5105  
fax: (902) 368-5425 >>> Jamie Fox <jdfoxmla@assembly.pe.ca> 6/14/2021 9:59 AM >>>  
Hi,

It is my understanding after a discussion with Stephen, that the province would not purchase speed bump systems, that any purchased must be by the municipality however the department of Transportation would install as per their requirements. This conversation was in regards to Dickie Road.

Get [Outlook for Android](#)

---

**From:** bcadmin@borden-carleton.ca <bcadmin@borden-carleton.ca>  
**Sent:** Sunday, June 13, 2021 8:01:08 PM  
**To:** Jamie Fox <jdfoxmla@assembly.pe.ca>  
**Cc:** Charles MacKenzie <Judy@pei.sympatico.ca>  
**Subject:** Speeding Dickie Road \_Speed Humps

Hi Jamie

It is our understanding that some residents approached you about Speeding on Dickie Road and that there was a discussion between you and Councillor Palmer-Thompson regarding the possibility of installing Speed Humps on Dickie Road. The Mayor and I met with officials from the Dept of transportation and they gave us the PEI Dept of Transportation Speed Hump Installation Policy (see attached) and told us the Department would not permit Speed Humps on Dickie Road.

Jim Wentzell  
CAO  
902 437 2225

Caution External Email - Do not click links or open attachments unless you recognize the sender.

**From:** Canada-PEI Infrastructure Program <CPEI-INFRASTRUCTURE@gov.pe.ca>  
**Sent:** July 9, 2021 2:43 PM  
**To:** Jim Wentzell  
**Subject:** Borden-Carleton - Gas Tax Payment - 2021-2022

Hi Jim:

The following payment was released:

July 9, 2021  
\$100,000.00

This total includes both 1st and 2nd Gas Tax installments for fiscal year 2021-2022, which is being paid in a one lump sum payment instead of two separate payments.

**Denyse Redmond | Administrative Support Worker**  
PEI Infrastructure Secretariat  
Department of Transportation and Infrastructure  
85 Fitzroy Street, Suite 301  
P.O. Box 2000  
Charlottetown, PE C1A 7N8  
902-620-3380

*An additional  
\$ 100,000 for 2020/21  
is on its way.*

-----  
**Statement of Confidentiality**

This message (including attachments) may contain confidential or privileged information intended for a specific individual or organization. If you have received this communication in error, please notify the sender immediately. If you are not the intended recipient, you are not authorized to use, disclose, distribute, copy, print or rely on this email, and should promptly delete this email from your entire computer system.

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-----

**bcadmin@borden-carleton.ca**

---

**From:** bcadmin@borden-carleton.ca  
**Sent:** July 12, 2021 1:10 PM  
**To:** 'hockeysoprano@gmail.com'  
**Subject:** Pride Flag Raising 2021 Borden-Carleton

Hi Janet

Thanks for your call today. I called you back earlier this morning. Its been a manic Monday.

We do need a Pride Flag and we would be happy to fly it next week from the Flag Pole at our Fire Hall. Is it possible for someone to drop the Flag off at the Town Office, 20 Dickie Rd.

Thank You

Jim Wentzell  
CAO  
902 437 2225

---

**From:** J Bradshaw <[hockeysoprano@gmail.com](mailto:hockeysoprano@gmail.com)>  
**Sent:** July 7, 2021 4:28 PM  
**To:** [accounts@borden-carleton.ca](mailto:accounts@borden-carleton.ca)  
**Subject:** Pride Flag Raising 2021

Hello,

The PEI Pride Festival 2021, being held this year from July 17 - 25, is rapidly approaching. We at Pride PEI were hoping that Borden-Carleton would once again raise the Pride flag to show that it is a welcoming and safe space for all.

It is suggested that the flag be raised either on Sunday July 17 or Monday July 18. If a ceremony is being held and you wish a board member from Pride PEI to attend, that can be easily arranged.

If your community needs a new flag, Pride PEI would be happy to provide one free of charge.

Please let us know if Borden-Carleton is planning to raise the Pride flag again this year, when, and how Pride PEI can assist you in this event.

Thank you for your interest and assistance.

Sincerely,

Janet Bradshaw  
Board Member Pride PEI



Environment,  
Energy and  
Climate Action

Environnement,  
Énergie et  
Action climatique



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

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

## Regulation of water and wastewater utilities under the Water Act.

As I am sure most of you know, the *Water Act* and the four supporting regulations have come into effect as of June 16, 2021. These regulations can be found at –  
<https://www.princeedwardisland.ca/en/legislation/all/all/w>.

One these regulations, Water Supply System and Wastewater Treatment System Regulations” will replace the *Environmental Protection Act*, Drinking Water and Wastewater Facility Operating Regulations.

Many of the provisions of these new “Water Supply System and Wastewater Treatment System Regulations” are taken from the older regulations and changes to the day to day operations of utilities should be minimal. Operator certification requirements remain largely unchanged and most water and wastewater quality standards are the same as existing requirements. Furthermore, the *Water Act* under which these regulations are enabled provides some flexibility on the pace with which any changes to practices are made, and it will also take some time for our staff to make the necessary adjustments to our own operations to accommodate these changes. As we go through this process, we will do our best to keep you informed in a timely fashion on the roll out of any new regulatory practices or procedures.

In the interim a few of the more significant changes under the new regulations include:

- Certificates of Approval (COA's) will be replaced by “Permits to Construct” for the construction or modification of facilities, and “Licences to Operate” for actual operations of systems.
- Licenses to operate facilities will have a duration of 5 years and this will be tied to a requirement to submit an assessment of the state of their infrastructure every 5 years as well. It is our belief that this process will aid utilities with a predictable cycle for planning of orderly maintenance or upgrades of systems.
- Wastewater effluent standards are specified right in the regulations, not as conditions of an individual approval. These standards mirror those specified in the federal *Fisheries Act*, Wastewater System Effluent Regulations, and it is our hope that at some point we can negotiate an agreement with federal departments allowing our regulations to stand as the sole regulatory regime for wastewater discharges.
- For water distribution general chemistry sampling you will now be required to complete a general chemical analysis from each source of supply and two locations in the distribution system every year whereas before there was only a requirement for chemistry samples from each sources of supply.
- For water distribution detailed chemistry sampling you will now be required to complete a detailed chemical analysis from each source of supply and two locations in the distribution system every three year whereas before there was only a requirement for chemistry samples from each sources of supply.



Environment,  
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PO Box 2000, Charlottetown  
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One these regulations, “Water Supply System and Wastewater Treatment System Regulations” will replace the *Environmental Protection Act*, Drinking Water and Wastewater Facility Operating Regulations.

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- For wastewater treatment facilities you will now be required to complete a wastewater chemistry sample (ie total phosphorus, total nitrogen, pH, and ammonia) on a quarterly basis which is an increase in frequency from yearly sampling.
- For wastewater treatment facilities, the frequency of sampling for TSS and CBOD has been adjusted to coincide with the Federal Wastewater System Effluent Regulations. This will not impact the frequency of your sampling as you are already required to meet this sampling regime under the federal regulations.
- For any operators who hold a Small Water System designation your license will now have an attached expiry date of 4 years from date of issuance. In order to renew your licence, you will need to complete a training session provided by the department within that four year period.
- There is now also a cost associated with the Permit to Construct and License to Operate for each facility. The fee for Permit to Construct applications is based on the size of the project and the fee for Licenses to Operate is based on the level of classification of your facility. Please note that any existing approvals that were issued under the Environmental Protection Act -Drinking Water and Wastewater Facility Regulations are still valid and, in these cases, there would only be fees upon the renewal of the approval after expiry if needed.
- There has been an increase in the cost of certification exams increased to \$100 from \$50 and the cost to recertify your license has increased to \$50 from \$20.

I am attaching a copy of the new regulations as well as a brief layman's guide and some Q's & A's. While they were developed for our consultation process the information in them still applies. If you have any questions, please feel free to contact Morley Foy (902) 368-5036 or Ben Lanigan (902) 368-5043.



George Somers  
Manager, Drinking Water and Wastewater Section  
Climate Change and Environment Division  
P.E.I. Department of Environment, Energy and Climate Action

**From:** livewellpei <livewellpei@ihis.org>  
**Sent:** June 15, 2021 3:35 PM  
**To:** livewellpei@ihis.org  
**Subject:** 2021-2022 Wellness Grant Program

Dear community partner,

We are pleased to announce that the Department of Health and Wellness has launched the **2021-2022 Wellness Grant Program**.

The Wellness Grant Program aims to support collaborative approaches, involving many stakeholders and community partners, to address the social determinants of health and prevent chronic diseases. In addition to specific criteria, all projects funded through the program must address at least one of the following areas:

- Physical Activity
- Tobacco Reduction
- Healthy Eating
- Responsible Alcohol Use
- Mental Wellness

This year, the Wellness Grant Program offers two different funding streams for PEI community groups and organizations. The **Community Catalyst Grant** provides Island communities with up to \$2,500 to support building local capacity for wellness. The **Health Promotion Impact Grant** provides up to \$10,000 to support larger, targeted initiatives that address modifiable risk factors for chronic disease.

Community groups and organizations can now apply online for this health promotion funding. Applicants are reminded to follow all public health COVID-19 measures from the Chief Public Health Office when developing project plans.

Information about the Wellness Grant Program can be found on our provincial website here: <https://www.princeedwardisland.ca/en/information/health-and-wellness/what-is-the-wellness-grant-program>, along with details about deadlines, grant criteria, and application requirements.

Please share within your networks and feel free to reach out to our team if you have any questions.

Thank you for the important work that you do in our community! We look forward to reading your proposals!

Best wishes,  
Health Promotion Team

-----  
Statement of Confidentiality



**bcadmin@borden-carleton.ca**

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**From:** Jamie Fox <jdfoxmla@assembly.pe.ca>  
**Sent:** July 9, 2021 9:54 AM  
**To:** bcadmin@borden-carleton.ca  
**Cc:** Charles MacKenzie  
**Subject:** Re: Fabrication Yard Development

Hi Jim,

They are in talks with first Nations and negotiations with companies as of right now. Nine proposals were received for consideration.

---

**From:** bcadmin@borden-carleton.ca <bcadmin@borden-carleton.ca>  
**Sent:** Thursday, July 8, 2021 4:20:03 PM  
**To:** Jamie Fox <jdfoxmla@assembly.pe.ca>  
**Cc:** Charles MacKenzie <Judy@pei.sympatico.ca>  
**Subject:** Fabrication Yard Development

Hi Jamie

A number of months ago you had advised Council that the Province was issuing a RFP for development of the Fabrication yard and that there was a large number of companies/businesses interested in the Yard.

We have a Council meeting next Tuesday evening and Council has asked me to get an update from you in respect to where the development of the Yard stands.

Jim Wentzell  
CAO  
902 437 2225

Caution External Email - Do not click links or open attachments unless you recognize the sender.

December 16, 2020

Mr. John Flood  
Police Service Manager  
Dept of Justice and Public Safety  
P O Box 2000  
Charlottetown, PE C1A 7N8

**RCMP Policing Costs – Town of Borden-Carleton**

This is a follow up to a meeting Council had with yourself and Staff Sergeant S Troy Maclean of the East prince Detachment of the RCMP to discuss policing services and policing costs. It was a very good meeting and Council appreciates both you and Sgt Maclean for meeting with us.

Council is concerned with the costs of RCMP service to the Town. As you are aware Borden is a small community with a population of 768 persons. We are being billed \$139,516 per year (\$181.86 / capita).

We would like to request that the cost of Policing costs to the Town be reviewed and that the amount required by the Town to pay be reduced or offset by a grant from the province. We feel there are extenuating circumstance that warrant consideration of our request.

- Borden-Carleton is unique that it is a coastal town that serves as a link to PEI from NB whereby 4,000 cars/trucks pass through the town every day. If not for the extra activity from being this link, Borden-Carleton would be like any other coastal community and might not have needed an extended service agreement.
- The burden to the Town increases every time the Bridge is closed as trucks fill the Town, increasing wear and tear on Town streets and road shoulders waiting for the Bridge to open. This activity in itself requires a greater police presence than Borden would otherwise require.
- We feel that Strait Crossing and the Town are receiving the same service from the same RCMP constables at the same time, yet both the Town and Strait Crossing are paying for this service.
- The Town receives no share of the Bridge tolls paid by persons leaving Borden-Carleton and the province. Even a \$25 cent per vehicle toll would generate \$385,000 per year.

We trust you will give our request your every consideration

James A Wentzell  
CAO  
[bcadmin@borden-carleton.ca](mailto:bcadmin@borden-carleton.ca)  
Cc Honourable Jamie Fox



June 30, 2021

Mr. Jim Wentzell, CAO  
Town of Borden-Carleton  
167 Industrial Drive  
P.O. Box 89  
Borden-Carleton, PE  
C0B 1X0  
Email: bcadmin@borden-carleton.ca

**Subject: Town of Borden-Carleton - Water Storage Tower Upgrades - Proposal for Engineering Services**

---

Dear Mr. Wentzell:

WSP Canada Inc. is pleased to provide this proposal of engineering services for the Water Storage Tower Upgrades project. Our understanding of the project is that the Town wishes to refurbish the municipal water tower that was constructed circa 2003 and that the refurbishment is expected to involve the following:

- Removal of bottom four rows of panels and replacement with glass fused panels;
- Replacement of foundation ring;
- Review and replacement of cathodic protection system;
- Interior/exterior inspection;
- Disinfection and dechlorination.

It is also understood that the Town's budget for the project is \$345,000, plus HST.

Based upon the above, our meeting of June 17, 2021, plus follow-up conversations with Morley Foy, P.Eng., Department of Environment, Energy and Climate Action, our understanding of the Scope of Engineering Services required are:

- Assist the Town in obtaining regulatory approval to proceed with the project;
- Provide tendering assistance as required; and,
- Project administration and inspection as required.

Due to the uncertainty of the overall level of effort required, WSP proposes to perform all work on a time and materials basis, with our current estimated fees being as follows:

→ Regulatory Approvals	-	\$3,500
→ Tender Assistance	-	\$3,000
→ Project Admin	-	\$2,500 (if required)
→ Site Inspection	-	\$1,500 (if required)

195 MacEwen Road  
Summerside, PE  
Canada C1N 5Y4

T: +1 902 436-2669  
F: +1 902 436-8601  
wsp.com



Mr. Jim Wentzell  
 June 30, 2021  
 Re: Borden-Carleton Water Storage Tower Upgrades – Proposal for Engineering Services

The above fees are estimates only and will vary depending upon regulatory requirements and the amount of involvement by the Town.

Please note that all fees are exclusive of any applicable taxes, as well as expenses which will be invoiced in addition to the above-mentioned fee. Also note that all fees are based upon 2021 rates and CPI increases may apply for work beyond 2021.

**CLOSING**

Should you find this proposal acceptable, we would consider your signature below as your acceptance of this quotation and as your authorization to begin the work outlined above. To that end, I would ask that you sign and return this letter to my attention at your earliest convenience.

Also attached for your review are the Client/WSP Standard Terms and Conditions that are proposed for the project.

I trust the above is acceptable to you and look forward to another unsuccessful project with the Town of Borden-Carleton.

If you have any questions or require further information, please feel free to contact me.

Best regards,

Luc Van Hul, FEC, P.Eng.

LVH/gd

Encl. - WSP Terms and Conditions  
 WSP ref.: P21-017

**Client Authorization:**

I hereby authorize WSP to proceed with the work outlined in this letter.

James N Wentzell

Name and Title (Print)

James N Wentzell  
 Town of Borden-Carleton (Signature)  
 CAO

June 30, 2021  
 Date



Prince Edward Island  
Government House

Tel: 902 368 5480  
Fax: 902 368 5481  
[www.gov.pe.ca](http://www.gov.pe.ca)

1 Terry Fox Drive  
PO Box 846  
Charlottetown  
Prince Edward Island  
Canada C1A 7L9



Île-du-Prince-Édouard  
Maison du gouvernement

1, promenade Terry Fox  
C.P. 846  
Charlottetown  
Île-du-Prince-Édouard  
Canada C1A 7L9

Tél. : 902 368 5480  
Télééc. : 902 368 5481  
[www.gov.pe.ca](http://www.gov.pe.ca)

June 1, 2021

Mayor Charles MacKenzie  
Town of Borden-Carleton  
P.O. Box 89  
Borden, PE C0B 1X0

Dear Mayor and Council:

This has been an unprecedented year for us all. Fortunately, Prince Edward Island finds itself to be in an enviable position and that is due to the hard work of so many.

The Island way is to work together to get things done as a team and we have seen this collective effort as we see this pandemic through to the end. Many people have stepped up to the plate and have given of themselves to enrich the lives of others by doing outstanding acts of goodwill. They have demonstrated exceptional leadership, made a major difference to lessen stress and helped neighbours, co-workers, and others during these challenging times.

Even though we are still living in a pandemic it is important to recognize these contributions by awarding a specially-made "COVID Warrior Coin", commissioned by Dr. Trevor Jain, as a token of appreciation and gratitude to these unsung heroes across our province.

As leaders of your community, you know your residents best and I wish to ask you to help me identify three extraordinary individuals, organizations or businesses in your community who have gone above and beyond to provide help or care to their fellow Islanders.

Names should be submitted on the attached nomination forms by **July 18, 2021** by mail to Government House, P.O. Box 846, Charlottetown, PE, C1A 7L9 or by email to [cccheverie@gov.pe.ca](mailto:cccheverie@gov.pe.ca). To ensure confidentiality, please do not notify the nominees until my office confirms their nomination.

Sincerely,

A handwritten signature in blue ink that reads "Antoinette Perry".

Honourable Antoinette Perry  
Lieutenant Governor of Prince Edward Island

Attachment



## COVID WARRIOR COIN - NOMINATION FORM

Name of Person Nominated \_\_\_\_\_

Address \_\_\_\_\_

Postal Code \_\_\_\_\_ Occupation \_\_\_\_\_

Home Tel \_\_\_\_\_ Work Tel \_\_\_\_\_

Email \_\_\_\_\_

Name of Person Making Nomination \_\_\_\_\_

Signature of Person Making Nomination \_\_\_\_\_

Address \_\_\_\_\_

Postal Code \_\_\_\_\_ Home Tel \_\_\_\_\_ Work Tel \_\_\_\_\_

Email \_\_\_\_\_ Date of Nomination \_\_\_\_\_

My reasons for making this nomination are:

*(This should be a concise and definitive statement of why you believe the nominee deserves to be recognized as a Covid Warrior. Please use additional page if required.)*

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**Note:** All nominations should be kept confidential until notification is made.

Please forward your nomination to the following address:

The Office of the Lieutenant Governor, P.O. Box 846, Charlottetown, PE, C1A 7L9.

By email: [cccheverie@gov.pe.ca](mailto:cccheverie@gov.pe.ca) or [klrodd@gov.pe.ca](mailto:klrodd@gov.pe.ca)

For further information, please call the office at 902-368-5480.



# Borden-Carleton Gateway Days

SEPTEMBER 24th - SEPTEMBER 27th

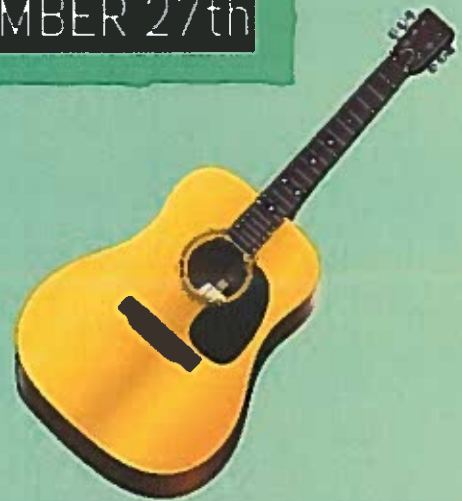
*Friday September 24th*

**7pm- Corn/ mussel boil**

**7pm- Live Entertainment**

**7-9pm- Inflateables**

**10pm- Fireworks**



*Saturday September 25th*

**8am-8pm- Coed Softball Tournament**

**9pm-1am- Ellis Family Band**

*Sunday September 26th*

**1-4pm- Bike Rodeo**

*Monday September 27th*

**6pm- Chocolate Bar Bingo**

**7:30pm- Prize Bingo**



**bcadmin@borden-carleton.ca**

---

**From:** bcadmin@borden-carleton.ca  
**Sent:** June 30, 2021 3:41 PM  
**To:** 'Olivia Cox'  
**Cc:** Laurel Palmer-Thompson (laurelynnthompson@yahoo.com)  
**Subject:** Provincial Active Transportation Fund  
**Attachments:** Scanned from a Xerox Multifunction Printer.pdf; map duck pond.JPG; Trail Development Costs.xlsx

Hi Olivia

Thank You for your call today.

Attached is information and costing for the Active Transportation (Trails) Project that the Town has been working on. As I mentioned the Town of Borden-Carleton is very interested in developing and extending Trails in our community.. We are excited about this project as it will give people access to walking around and near the Ducks Unlimited Ponds and also tie in under the Confederation Bridge to the Town's Rail Park.

The attached maps give you and idea of the location of the proposed trails. The orange marking shows the existing trail, however they may need upgrading to Confederation Trail standards. . The blue area are new trails proposed.

The cost estimate for the complete project is \$509,283 plus GST. ( see attached spreadsheet). The project will probably need to be completed in phases as the Under the Bridge section may be harder to get Environmental approval for and may also require approval from the Federal government. Our MLA Minister Jamie fox is very interested in this project and indicated up to 100% funding was possible.

We also intend to enhance this project with a project application to Trees Canada this fall and to also engage the local school for a project to save the Monarch Butterflies.

If you require additional information, don't hesitate to contact me at your convenience

Jim Wentzell  
CAO  
902 437 2225



# Borden Trail Development

	Amount	Price per unit	Projected Costs	
<b>Under the Bridge to edge of Shoreline.</b>				
590 meters				
R 5 rock	3000	\$50.00	150,000	
Shale	2100.24 tons	\$6.59	18,841	2 @ by 3 m
Gravel	420.05 tons	\$44.00	18,482	Place 12 in
Silt fence	590	\$8.05	4,750	Place 4 inct
Sediment traps	2	189.15	378	
Rolling	2	120 per hr.	2,400	
<b>Circulation Loop to around the Marsh</b>				
1 684 Meters				
Select Borrow	17983.73 tons	\$6.59	118,513	5 meter wic
Gravel	11987.92	44	52,752	3 to 1 toe o
Rolling	2 days	120 per hr.	2,400	Ditching in :
Grading	5052 m sq.	0.42	2,122	
4 culverts 600 mm	25 m	\$38.91/\$27.00	1,648	
Sediment traps	2	189.15	378	
Ditching	1500 Meters	\$30 meters	\$45 000	
Silt fence	1000	\$8.05	8,050	
<b>Regrade and Resurface Confederation Trail to shore line</b>				
1550 meters				
Gravel	827 tons	\$44	36,416	
Grading	4650m sq	0.42	1,953	
Rolling	1 day	120 per hr.	1,200	
<b>Project Manage</b>				
Designs and Environmental Impact Study			40,000	40,000
Trees for Canada Planting (2022)			35,000	35,000
Monarch Butterfly (Milkweed Project)			4,000	4,000
Drone Mapping Services			2,500	2,500
			7,500	7,500

Last Revised : June 2021

Estimated cost c **509,283**      **509,283**  
**GST EXTRA**

Whereas the Town of Borden-Carleton is registered with CRA with Business number 108125220 with two divisions Community of Borden 0001 and Gateway Arena 0002; and

Whereas there are no person presently on Town Council and no person presently employed by the Town, that are authorized persons on the list CRA has for the Town's Business Accounts; and

Whereas the Town has filed several GST/HST reurns recently with CRA; and

Whereas the CRA will not accept these returns signed by the CAO because he is not recognized by CRA as an officer of the Town;

Therefore Council hereby requests that the CRA add to the list of Owners on the Business account of the Town of Borden-Carleton and Gateway Arena the following members of Town Council:

<b>Mayor</b>	Charles Mackenzie
Deputy Mayor	Randy Ahearn
Councillor	Larry Allen
Councillor	Nicole Arsenault
Councillor	Eric Stewart
	Laura Palmer-
Councillor	Thompson
Councillor	Barbara Wood

and, Therefore Council hereby request that the CRA add to the list of Officers and Administrators the following persons;

CAO	James Wentzell ( Level 3 )
Recreation Director	Holly Bernard ( Level 2 )

Whereas the above information above, along with several GST/HST returns were filed by the CAO with CRA Summerside, PEI on June 16, 2021;

Therefore, the CRA be requested to accept the documentation filed by the CAO , and that the Owners (Members of Council) be updated, and that the Officers of the Town be updated (CAO & Recreation Director) ; and

Therefore, the CRA be requested to accept and process the 13 GST/HST returns for account 108125220RT0001 and the 7 GST/HST returns for account 101812520RT0002

**From:** bcadmin@borden-carleton.ca  
**Sent:** July 10, 2021 2:57 PM  
**To:** 'Ryan Pineau'  
**Cc:** 'Tracey Allen'; 'jdewey@fpeim.ca'; 'Danny Jenkins'  
**Subject:** RE: Tax Sale of Property Process

Hi Ryan

Thank you for your response. From your reply it points out even greater the need for the municipality to be aware of any tax sale of property in their municipality. I don't have a crystal ball to let me know when a tax sale has been posted in the Town of Borden-Carleton. To go through the Gazette and/or newspaper every week to find a needle in the haystack for something that occurs very seldom doesn't make sense. Most of the time involved would be a waste of mine or my staff's time. (Time we don't have)

Utilities bills issued by municipalities are not a registered lien but they are a statutory lien. **What makes sense to me and I am formally requesting, is that the Department add to their tax sale process that the municipality that the tax sale property is in, be notified of the pending tax sale.**

This is a logical step for a couple reasons: Municipalities are required to file a claim prior to the sale and this is no different than the steps lawyers use in real estate actions, as part of their process is to ask the municipality involved for a statement of utilities outstanding on any given property being sold.

**I trust you will agree with my request.**

Jim Wentzell  
CAO  
902 437 2225

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**From:** Ryan Pineau <rppineau@gov.pe.ca>  
**Sent:** July 5, 2021 11:10 AM  
**To:** bcadmin@borden-carleton.ca  
**Subject:** RE: Tax Sale of Property Process

Good morning Jim;

The process for a tax sale is set out in section 16 of the Real Property Tax Act. The process is designed to collect outstanding property taxes.

A title search is conducted, as is a search for registered liens. Registered lien holders are contacted. No obligation exists to seek out unregistered lien holders.

Sales are advertised twice in the Guardian and the Royal Gazette, as outlined in section 16(4).

**From:** bcadmin@borden-carleton.ca  
**Sent:** June 25, 2021 4:00 PM  
**To:** Holly Bernard  
**Subject:** FW: Canada Community Revitalization Fund (CCRF) / Fonds canadien de revitalisation des communautés (FCRC)

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**From:** Mark Skinner <Mark.Skinner@ACOA-APECA.GC.CA>  
**Sent:** June 25, 2021 3:09 PM  
**Subject:** Canada Community Revitalization Fund (CCRF) / Fonds canadien de revitalisation des communautés (FCRC)

(Le français suit.)

The Canada Community Revitalization Fund (CCRF) was announced in the 2021 federal budget. The objective of CCRF is to support communities, towns and cities across Canada to invest in infrastructure that will assist with community vitality, support social and economic cohesion, and help reanimate communities.

Program details, the application form and the applicant guide are now available on the [ACOA website](#). Applications and supporting documentation will be accepted using the online portal link on the application page.

If you have any questions after reviewing the information on the program, please contact me.

Thank you.

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Le Fonds canadien de revitalisation des communautés (FCRC) a été annoncé dans le budget fédéral de 2021. Le FCRC vise à aider les collectivités, les villes et les villages du Canada à investir dans des infrastructures qui contribueront à la vitalité des collectivités, favoriseront la cohésion sociale et économique et raviveront la vie communautaire.

Les détails du programme, le formulaire de demande et le guide du demandeur sont maintenant accessibles sur le [site Web de l'APECA](#). Les demandes et les documents justificatifs seront acceptés par l'entremise du lien au portail en ligne sur la page de demande.

Si vous avez des questions après avoir examiné l'information sur le programme, veuillez communiquer avec moi.

Merci.

**Mark Skinner**

Assistant Economic Development Officer, ACOA PEI & Tourism  
Atlantic Canada Opportunities Agency | Government of Canada  
Please note my updated email address: [mark.skinner@acoa-apeca.gc.ca](mailto:mark.skinner@acoa-apeca.gc.ca) (Tel (902) 314-3573 / TTY : 1-877-456-6500)

Agent de développement économique adjoint., Bureau de l'Île-du-Prince-Édouard et Tourisme  
Agence de promotion économique du Canada atlantique / Gouvernement du Canada  
Veuillez prendre note de la nouvelle adresse e-mail: [mark.skinner@acoa-apeca.gc.ca](mailto:mark.skinner@acoa-apeca.gc.ca) (Tél: 902-314-3573 / ATS : 1-877-456-6500)

**From:** bcadmin@borden-carleton.ca  
**Sent:** July 11, 2021 9:58 PM  
**To:** 'Barbara Weeks'  
**Cc:** Charles MacKenzie (Judy@pei.sympatico.ca)  
**Subject:** RE: New Gov of Canada Funding initiative...Application Deadline July 23rd.

Hi Barb

To undertake any project of some size, the Town does not have the expertise and resources to properly undertake such projects. In discussions with the Mayor, we would be interested in the Central Development Agency be contracted by the Town to oversee the application and oversee the completion of projects.

**Some projects in the early stages are:**

Ballfield Improvements; (I have this one ready to be submitted

Arena Renovations: Expand the Canteen (important to the Community in the Winter) , dressing room/entrance way renovations to be accessible and to prepare if Covid restrictions return.

Trail Development (\$500,000 project) preliminary info has been sent to the Active Transportation Fund

Continue Development and Marketing of the Rail Park

Business Directory Signage and Warfarin Signs (Already Designed)

Extension of Water/Sewer Mains along Read Rd for Housing Development

Jim Wentzell  
CAO  
902 437 2225

**From:** Barbara Weeks <barb@centralpei.ca>

**Sent:** July 2, 2021 10:27 AM

Good Morning!

I wanted to share this link with you with details on the newly launched Canada Community Revitalization Fund offering 75% funding on community projects.

Please reach out if you'd like to discuss how CDC can help with your project.

**[Canada Community Revitalization Fund - Canada.ca](#)**

## Canada Community Revitalization Fund - Canada.ca

The Canada Community Revitalization Fund will be used to develop community infrastructure. Projects will stimulate local economies, create jobs, and improve the quality of life for Canadians through investments in main streets, farmers' markets, and other gathering places that underpin local economies.