



Town of Borden-Carleton

Regular Council Meeting Agenda

April 19, 2022 - 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. DELEGATIONS, INDIVIDUALS & INVITED GUESTS

4.1 Cora Sonier CDC: New Borden-Carleton Trail Project

5. UNFINISHED BUSINESS

5.1 Discussion – Request for Land Purchase Aqua Marine Farms

5.2 Borden Ave Development – Memo from Development Officer Derek French

5.3 Update – Other Pending Developments

5.4 Salary Scales for 2022

6. NEW BUSINESS

6.1 Amendment to Minutes Council Meeting held Nov 19, 2020

9.2 FPEI Municipalities Annual Meeting – Appointment of 2 Official Voting Delegates

10. IN CAMERA -MGA Section 119

MGA 119 (e) Contractual Discussions (Developments)

MGA 119(d) Human Resource Matters (Staffing)

From: Cora Sonier <csonier@centralpei.ca>
Sent: April 4, 2022 10:36 AM
To: bcadmin@borden-carleton.ca
Cc: Laurel Palmer-Thompson; Larry Allen; Barb Wood; Holly Bernard; Charles MacKenzie
Subject: RE: Borden Trail Project update

Hello Jim.

It is indeed happening. We received approval for 100% of our eligible costs not to exceed \$68,077. I expect the trail itself including delineation will come in at around \$40,000, leaving a good amount for finishing touches such as drone mapping, pollinator gardens, rain gardens and signage. There is also a fund that I would like to tap into to host a large community event once the trail is officially open to introduce the residents to their new area.

You are correct that once the Wetlands are delineated we can proceed with the final trail path. The contractor that we hope to officially secure has extensive experience constructing this type of trail, and in fact is the contractor that constructed the Heritage Ice Pond trail in Summerside for BBEMA and other projects, so they can be trusted to know what they are doing and will require minimal supervision or monitoring.

Our organization will be seeking all permits for this project through our office as costs are free for non-profit organizations.

BBEMA and SSWA have agreed to be involved as consultants for the planning and construction stages to ensure all regulations are being adhered to. Lucky for us, the majority of the land required for this trail is already owned by CDC so I cannot see any issues with obtaining registered easements from us, and once the trail path is finalized I have a draft all ready to go to Carol Craswell to obtain a license and the rights to use the provincial land required.

The only organization I have not heard back from is the Hunters and Trappers Association (contact Barry Nippon). My concern here is this area has been used in the past for trapping, and we do want to make sure we are not ruffling any feathers by appropriating any areas that have traditionally been used for this purpose. The PEI Delta Waterfowl Association is VERY happy with the amended trail path as well, as it will allow them to continue to use this area as they always have. Another bonus to moving the trail is wildlife. Many birds and animals will be breeding, raising young or nesting around the shores of the wetland that we do NOT want to disturb any more than necessary.

Cora Sonier
Program Coordinator
Central Development Corporation
(902) 887 3400 (office)
(902) 854 3576 (cell)

"There is no power for change greater than a community discovering what it cares about" ~ Margaret J Wheatley

From: bcadmin@borden-carleton.ca
Sent: Sunday, April 3, 2022 7:03 PM
To: [Cora Sonier](mailto:Cora.Sonier@centralpei.ca)

Cc: Laurel Palmer-Thompson; Larry Allen; Barb Wood; Holly Bernard; Charles MacKenzie
Subject: RE: Borden Trail Project update

Hi Cora

Great news. Thanks to your hard work, it looks like the Trail will become a reality. Thank You.

Council does not have a regular Council meeting in April as I am going away for a week. We are looking at having a special meeting (upon my return) at 7:00pm on Tuesday April 19th. (the day after Easter Monday) You are invited to attend, give a report and discuss any decisions required of Council at this point.

If there are any pressing matters, I am here all this week. Don't hesitate to contact me.

You mentioned that The wetlands will be delineated withing the next 2 weeks Am I correct in this will decide the final route the Trail shall take. Once the Trail is complete , in order for the Town to assume ownership of the Trail and have the required Insurance coverage, we will require a registered easement or right of way over any lands not owned by the Town with the right of access to maintain the Trail in a standard acceptable for such a Trail.

In addition, have you come across any rules, regulations, restrictions for similar trails as to use of the Trails.

Hope to see you Tuesday April 19th at 7:00pm

Jim Wentzell
CAO
902 437 2225

From: Cora Sonier <csonier@centralpei.ca>

Sent: April 1, 2022 11:07 AM

To: badmin@borden-carleton.ca; laurellynthompson@yahoo.com; johnandbarb@pei.sympatico.ca; larry allen <allenlarry@live.ca>

Subject: Borden Trail Project update

Hello everyone (and feel free to forward this to all concerned parties)

I am very happy to say :

1. we have received approval for the full amount requested (\$68,071)
2. I believe we have our preferred contractor and just awaiting proposal. The RFP has been extended until April 22.
3. The wetlands will be delineated withing the next 2 weeks
4. The Central Development Corporation has secured the required insurance for the construction of the trail, and Borden-Carleton will be expected to obtain the required insurance once the trail is complete.

It's been quite the journey, but we can see the end!

-Cora

CONFIDENTIAL DISCUSSION

Atlantic Aqua Farms – Proposed Land Purchase from the Town for Parking/Dry Storage April 19, 2022

Request

Two letters were received from Aqua Marine Farms (Feb 11th & Mar 8th) requesting that the Town sell to them PID 1035617 for the purpose of a Parking Lot & Dry Storage.

On April 2nd, Council (in Camera) met on site with Len Currie, General Manager, Atlantic Qua Farms to receive more information on their request. Council advised Mr. Currie that Council would meet at a later date and discuss the merits of his request.

Issues

There are a number of issues (all related) in discussing this request. They are:

- a. Sale of Land process
- b. Proposed Use of the Property
- c. Zoning Issues
- d. Best Interest of the Community

Background Information.

1. PID 1035617 is owned by the Town and like the surrounding properties in the AREA is Zoned CDA – Comprehensive Development Area (Any development would be required to meet the General Plan and Land Use Bylaw of the Town)
2. It is referenced in the Destination Borden-Carleton Report as Green Space surrounded by a portion of a walking trail and implied access to the Beach area. (Note: this is not a bylaw or Land Use Plan of the Town but a conceptual plan adopted by Council of the day)
3. There are water/sewer lines in the area as well as a Sewage Pumping Station

Options

I don't believe Council can make a decision on the sale of the land until a decision can be made on the use of the Property. The Town wants to be seen as supportive of Business and job creation and at the same time ensuring what is best for the community at large is maintained.

Use of the property

- a. retain Town ownership, deny request
- b. intend to approve development proposal – agree to sale property subject to process and conditions
- c. consider other options (and conditions) lease, partial use, restrictions, public access, etc.)

Public Input

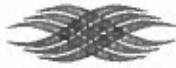
Even if Council agrees in principle to a development proposal, a Comprehensive Development plan would be required and a public meeting held. Council may wish public input into the actual sale of property as well.

Other

In researching the use of Land in the Area, a Development Permit BC 19-17 dated November 19 2019 was issued to Aqua Marine Farms for an addition to a building and appears might have been renewed by Permit 20-19 on Oct 5 2020. However, I cannot find approval of a Comprehensive Development Plan nor records of a public meeting nor approval by Town Council of this addition.

The application was signed July 17, 2019. There are a number of emails between Derek French and provincial government officials, copied to the Town office and Laurel, referencing that the Town had concerns that were assessed in the provincial permits, but that's all I can find.

END OF REPORT
Jim Wentzell
CAO



ATLANTIC AQUA FARMS

PREMIUM SHELLFISH

10 Borden Ave, Borden-Carleton, PE, CA, C0B 1X0, Phone: (902) 437-2700, Fax: (902) 437-2800

February 11, 2022

To: The Town of Borden-Carleton

Atlantic Aqua Farms Ltd is a growing PEI company with aquaculture-based production and packing operations in several communities across Prince Edward Island. We have been established in the Borden area since 2000 under perhaps the more familiar name of Confederation Cove Mussel located at 10 Borden Avenue.

Over the last few years, we have undertaken a major expansion to our Borden facility. This has allowed us to grow our operation in Borden from simply fresh pack Mussels to several value-added mussel products. As well we are now packing several brands of PEI Oysters for distribution throughout North America and putting final equipment in place to start our oyster hatchery.

As we have grown in Borden, so has the realization that our need for space to accommodate this growth has grown as well. In the past several months we have doubled our work force at every level from production floor to administration. The Packaging and other consumables has more than doubled as well. With that in mind, I am writing to ask if the town of Borden-Carleton would consider selling the small piece of Property connected to our property here at the old ferry terminal for potential parking area or dry storage building.

I have included a copy of the deed and survey map for your convenience and consideration.

Kind Regards,

Len Currie
General Manager
Atlantic Aqua Farms
Borden-Carleton PE





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Kind Regards,

Len Currie
General Manager
Atlantic Aqua Farms
Borden-Carleton PE



COORDINATE LIST
SPRINCELD IN METRES

Point	Easting	Northing
111	22771.79	202797.14
112	22823.13	202797.32
113	22874.57	202797.47
114	22926.01	202797.59
115	22977.45	202797.68
116	23028.89	202797.74
117	23080.33	202797.77
118	23131.77	202797.77
119	23183.21	202797.74
120	23234.65	202797.68
121	23286.09	202797.59
122	23337.53	202797.47
123	23388.97	202797.32
124	23440.41	202797.14
125	23491.85	202796.92
126	23543.29	202796.67
127	23594.73	202796.39
128	23646.17	202796.08
129	23697.61	202795.74
130	23749.05	202795.37
131	23800.49	202794.97
132	23851.93	202794.54
133	23903.37	202794.08
134	23954.81	202793.59
135	24006.25	202793.07
136	24057.69	202792.52
137	24109.13	202791.94
138	24160.57	202791.33
139	24212.01	202790.69
140	24263.45	202790.02
141	24314.89	202789.32
142	24366.33	202788.59
143	24417.77	202787.83
144	24469.21	202787.04
145	24520.65	202786.22
146	24572.09	202785.37
147	24623.53	202784.49
148	24674.97	202783.58
149	24726.41	202782.64
150	24777.85	202781.67
151	24829.29	202780.67
152	24880.73	202779.64
153	24932.17	202778.58
154	24983.61	202777.49
155	25035.05	202776.37
156	25086.49	202775.22
157	25137.93	202774.04
158	25189.37	202772.83
159	25240.81	202771.59
160	25292.25	202770.32
161	25343.69	202769.02
162	25395.13	202767.69
163	25446.57	202766.33
164	25498.01	202764.94
165	25549.45	202763.52
166	25600.89	202762.07
167	25652.33	202760.59
168	25703.77	202759.08
169	25755.21	202757.54
170	25806.65	202755.97
171	25858.09	202754.37
172	25909.53	202752.74
173	25960.97	202751.08
174	26012.41	202749.39
175	26063.85	202747.67
176	26115.29	202745.92
177	26166.73	202744.14
178	26218.17	202742.33
179	26269.61	202740.49
180	26321.05	202738.62
181	26372.49	202736.72
182	26423.93	202734.79
183	26475.37	202732.83
184	26526.81	202730.84
185	26578.25	202728.82
186	26629.69	202726.77
187	26681.13	202724.69
188	26732.57	202722.58
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208	27761.37	202674.08
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212	27967.13	202662.94
213	28018.57	202660.08
214	28070.01	202657.19
215	28121.45	202654.27
216	28172.89	202651.32
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219	28327.21	202642.29
220	28378.65	202639.22
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262	30539.13	202483.19
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272	31053.53	202438.56
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279	31413.61	202406.64
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283	31619.37	202387.74
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291	32030.89	202348.50
292	32082.33	202343.46
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313	33162.57	202230.69
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315	33265.45	202219.46
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326	33831.29	202155.55
327	33882.73	202149.56
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384	36814.81	201758.37
385	36866.25	201750.63
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396	37432.09	201663.51
397	37483.53	201655.41
398	37534.97	201647.28
399	37586.41	201639.12
400	37637.85	201630.93
401	37689.29	201622.71
402	37740.73	201614.46
403	37792.17	201606.18
404	37843.61	201597.87
405	37895.05	201589.53
406	37946.49	201581.16
407	38000.00	201572.76
408	38051.44	201564.33
409	38102.88	201555.87
410	38154.32	201547.38
411	38205.76	201538.86
412	38257.20	201530.31
413	38308.64	201521.73
414	38360.08	201513.12
415	38411.52	201504.48
416	38462.96	201495.

Town of Borden-Carleton Development Application MEMO

File: BC-21-16

April 18, 2022

Applicant:

Nicolle Morrison, Melanie Caron, Wayne Walsh & Brian Dawson
629 Water Street East
Summerside, PEI
C1N 4H8
902-888-7237

Proposed development:

Pid no. 904722, Borden Av. (2.72 acres)
Borden-Carleton, PE

Phase 1, building 1 - 24 units start date July, 2022, (23 - 2 bedroom units and 1 - 1 bedroom unit.)
As demand for more units occurs,
They will build 2 other 24 units and a 12 unit building.
They plan to have all buildings within 3 years, but again only if demand is there.

The subject land is presently zoned Comprehensive Development Area (CDA).

1. An application to build a 12 unit building, dated August 26, 2021 was received.
An email dated March 10, 2022 revised the application to start with a 24 unit building, (162 feet long by 58 feet wide). Building drawings and site plan were submitted on March 10, 2022 as well.
2. The application, building drawings and site plan were reviewed with respect to the Town of Borden-Carleton Zoning and Development Bylaw 04-15 (Bylaw) setback and parking space requirements. Proposed 84 units and 95 parking spaces are shown. The requirement of one parking space per unit is met.
3. Minimum setbacks:
 - a) 25 foot front yard is met;
 - b) 10 foot plus 2 feet for each storey over 1 for side yard is not met for 24-unit, building block 2, should be a minimum of 16 feet;
 - c) 10 foot minimum rear yard is met; and
 - d) 35 foot maximum height is met, (proposed 33 foot high building).

4. An existing Town sewer main is located on the property. A legal easement will need to be established with a minimum of 10 feet on one side and 20 feet on the other side of the sewer main for a total width of 30 feet.
5. The proposed water services to the buildings were not shown on the Site Plan.
6. There was no drainage plan submitted with the application information. The subject lot shall be graded with acceptable standards and no water runoff (no additional or changed characteristics) is permitted onto other lands unless legal permission has been obtained. The applicant shall provide a drainage plan prepared by a land surveyor, a professional engineer or a landscape architect showing net zero run off characteristics for the site.
7. The applicant will be responsible for all sewer, water and storm sewer servicing costs on the subject lot.
8. The subject property was shown on the Frame Work Plan of the Destination Borden-Carleton as a proposed parking lot and park/agrarian areas complete with a pedestrian circulation connection, see attached. One of the Residential Development Goals of the document was:

"As growth occurs, the town is to develop a variety of housing density and typology. Mixed use buildings in Gateway Village provide the highest density of living as apartment or condo, while medium density in the form of townhomes are developed in the old school property. Those wanting single family homes are encouraged to infill or renovate existing properties. These three typologies and densities cater to a diverse demographic and varied incomes to attract residents from not only Borden-Carleton but surrounding communities."

Council needs to decide if this proposed development is in keeping with the vision of that document.

9. If the Council feels the proposal is consistent with the Official Plan and appropriate land use planning, they shall hold a public meeting to solicit input from residents on the proposed development.

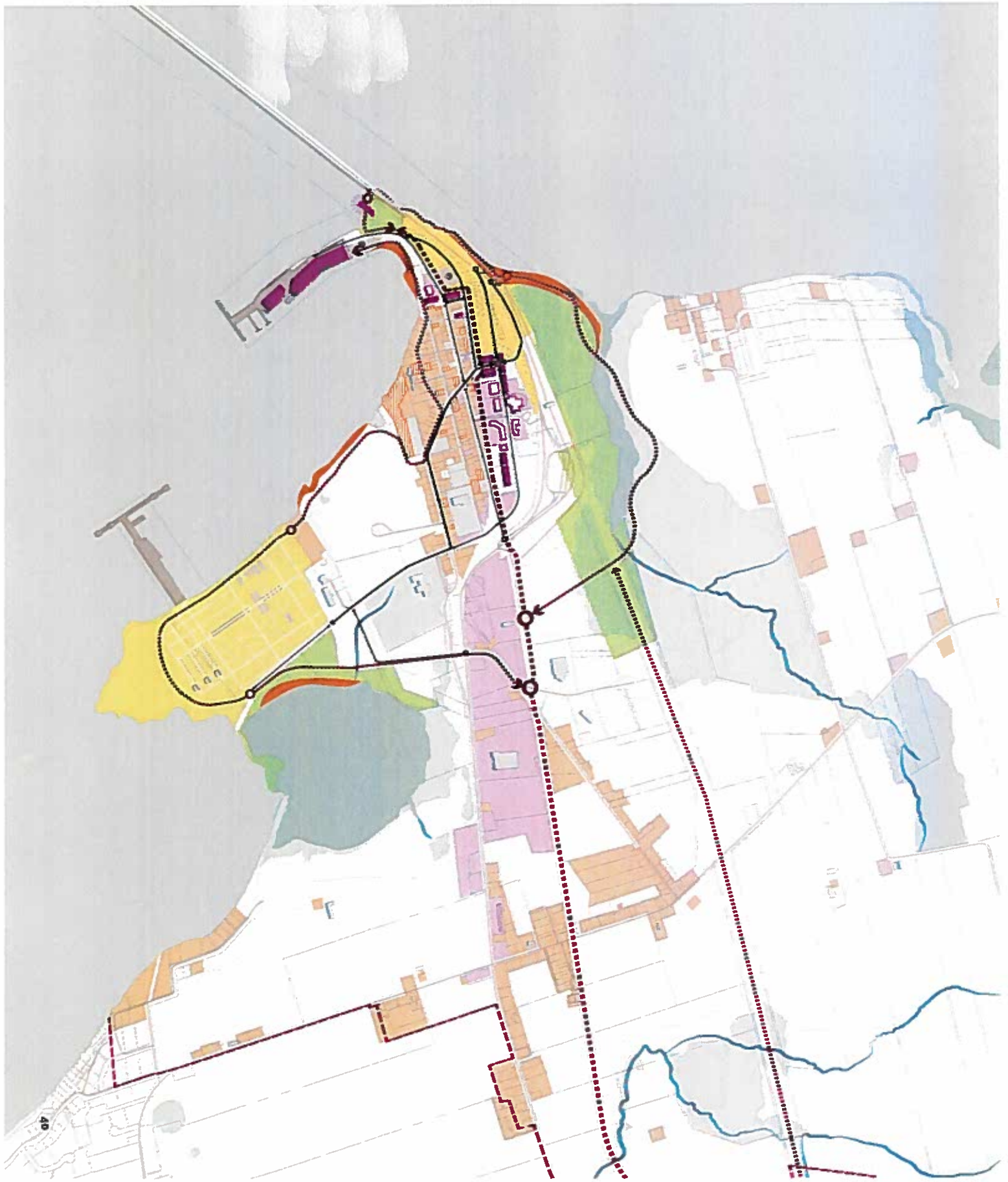
Regards
Derek French, Development Officer
Town of Borden-Carleton
902-394-2945

Destination Borden-Carleton: Overall Strategy

The overall tourism spatial plan is a design to help facilitate and guide the growth of Borden-Carleton. The design is completed as a kit of parts, in that the areas and elements can be implemented and phased over time. All the projects and designs within the spatial plan will be catalytic to growth and development, and thus while the implementation chapter will outline a logical sequence, any of the design projects will be beneficial to tourism and the community. The tourism spatial plan is described using the following areas:

- 01. First Impressions: Highway Arrival
- 02. Re-establishing A Core: Gateway Village
- 03. A Central Attraction: The Waterfront
- 04. Reconnecting the North: Noonan Shore
- 05. Celebrating Art & History: The Fabrication Yards
- 06. Connecting The Dots: Circulation

Together, these designs work together to move Borden-Carleton towards becoming a key destination, while strengthening the overall economy of the town and providing the required essential services for the community.



Residential Development

GOAL

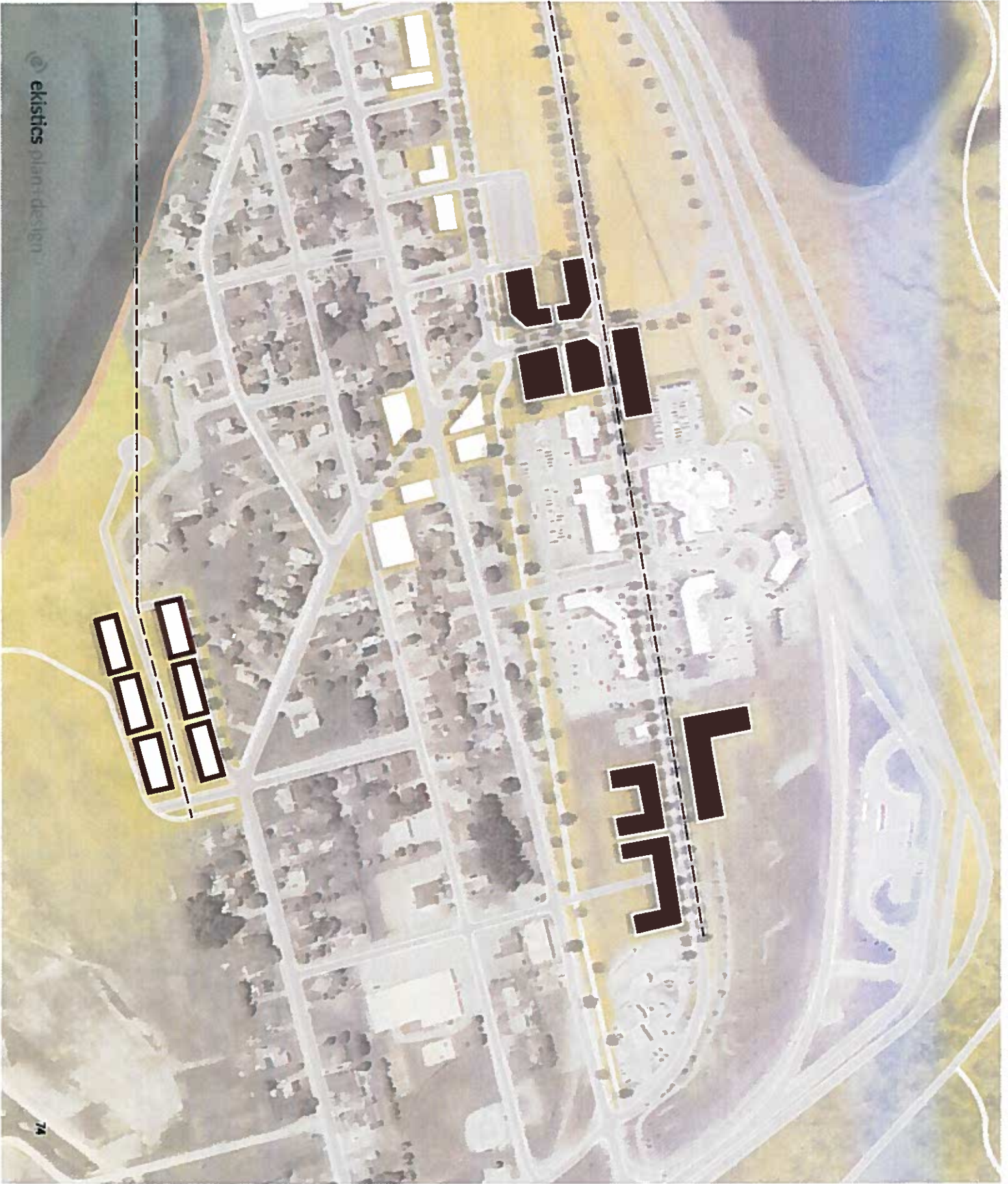
As growth occurs, the town is to develop a variety of housing density and typology. Mixed use buildings in Gateway Village provide the highest density of living as apartment or condo, while medium density in the form of townhomes are developed in the old school property. Those wanting single family homes are encouraged to infill or renovate existing properties. These three typologies and densities cater to a diverse demographic and varied incomes to attract residents from not only Borden-Carleton but surrounding communities.

High Density

Abegweit Blvd

Medium Density

Old School Property



**Town of Borden-Carleton
2022 Pay Scales**

Minimum Wage \$13.70/hr \$13/hour

Position		2022	2021	
Accounting Technican/Bookkeeper	20-25/hr	22.00	20.00/hr	Shared service possibility
Admini Assistant	20-22/hr	20.00	19.00/hr	
Arena Operator Seasonal Fulltime	MW+\$4.00/hr	17.70	16.25/hr	
Arena Operator Seasonal - Part-time	MW+2.50	16.20	15.50/hr	
Canteen Employee	MW+\$1/hr	14.70	14.00/hr	
CAO	5% mim as per contract	82,687 yr	78,750 year	
Director of Recreation/Assistant CAO	22-25hr	25/hr	22.50/hr	
Head of Maintenance/Utility Assistant	20-23/hr	22.50	20.25/hr	
Janitorial Services	MW + \$2.25/hr	15.95	15.25/hr	
Maintenance Helper/ Fulltime	MW +4.00/hr	17.70	NEW	
Gardener	contract?	\$15-\$20/hr	NEW	
Maintenance Helper/ Seasonal	MW+\$1.25/hr	14.95	14.25/hr	
Other Office Positions (Term/Part-time)	MW + \$2/hr	15.70	15.25/hr	
Student Employee	MW+.25/hr	13.95	13.25/hr	

*N: CAO have discretion to alter wage up to + Or - \$2.25 hr based on temporary assignments or special circumstances
CAO would need Council approval if NET wages projected to excess total wages less grants received
In 2023/24 will also be Trail Maintenance*

Honorariums - Fire Dept

Fire Chief		2,000/yr	1,600/yr
Deputy Fire Chief		1,000/yr	800/yr
Firefighters	tie to min wage	13.70call	12.50 call

Honorariums - Council

*N: So as not to be seen as setting wages for themselves, some Councils use an independent body to recommend honorariums, while other Councils have a policy that the outgoing Council would set the honorarium for the next four years for the incoming Council
(Note Inflation past 5 years totaled 10%)*

		Apr 1/23	22/23	
Mayor	Council plus 900	3,600	3,025	per year
Deputy Mayor	Councillor +300	3,000	2,365	per year
Councillor		2,700	2,365	per year

CONFIDENTIAL

**UNTIL CAO meets with
staff. (after April 1st)**

Tentative Meeting Agenda

April 25th, 2022 - 8:30 am to 3:45 pm

North Shore Community Centre

8:30 am	REGISTRATION, NETWORKING AND REFRESHMENTS
9:00 am	CALL TO ORDER, LAND ACKNOWLEDGEMENT & OPENING REMARKS <ul style="list-style-type: none"> • Councillor Bruce MacDougall, President, FPEIM • Mayor Gerard Watts, Rural Municipality of North Shore
9:10 am	FPEIM BUSINESS <ul style="list-style-type: none"> • President's Report – Councillor Bruce MacDougall • Adoption of the minutes of the 2021 semi-annual meeting • Presentation of budget
9:25 am	ADDRESS BY HONOURABLE JAMIE FOX, MINISTER OF FISHERIES AND COMMUNITIES
9:35 am	VIDEO ADDRESS BY FCM PRESIDENT <ul style="list-style-type: none"> • Joanne Vanderheyden
9:45 am	TOOLS FOR MUNICIPALITIES TO PROVIDE WILDLIFE HABITAT <ul style="list-style-type: none"> • Janice Harper
10:05 am	CANOE PROGRAMS <ul style="list-style-type: none"> • Tim Elms, Client Relations Manager, Atlantic Canada, Canoe Procurement Group of Canada
10:20 am	ADDRESS BY OFFICIAL OPPOSITION Honourable Peter Bevan Baker, Leader of the Official Opposition
	ADDRESS BY THIRD PARTY Hal Perry, MLA, Tignish – Palmer Road, Critic for Communities
10:35 am	NUTRITION & NETWORKING BREAK
11:00 am	THE OTHER WET FLOOR – THE HAZARDS OF SERVICE-MINDED POSITIONS <ul style="list-style-type: none"> • JD Gilmour
11:30 am	PROVINCIAL CLIMATE ADAPTATION PLAN <ul style="list-style-type: none"> • Peter Nishimura, Senior Climate Change Adaptation Policy Advisor, Department of Environment, Energy and Climate Action • Christina MacLeod, Consultant and Chief Taskmaster for VOLUME 18
12:00 pm	LUNCH WITH GUEST SPEAKER PREMIER DENNIS KING
1:00 pm	RESOURCE ABILITIES
1:30 pm	COMMUNICATIONS IN TODAY'S ENVIRONMENT <ul style="list-style-type: none"> • Dawn Binns, Managing Partner, Insight Studio
2:15 pm	NETWORKING AND REFRESHMENT BREAK

2:30 pm	CABINET MINISTERS FORUM <ul style="list-style-type: none">• Honourable Bloyce Thompson, Minister of Agriculture and Land, and Justice and Public Safety• Honourable Brad Trivers, Minister of Social Development and Housing• Honourable Matthew MacKay, Minister of Economic Growth, Tourism and Culture (invited)• Honourable Steven Myers, Minister of Environment, Energy and Climate Action (invited)
3:00 pm	PRESENTATION OF AWARDS
3:15 pm	DOOR PRIZE DRAWS
3:30 pm	CLOSING REMARKS