



**TOWN OF BORDEN-CARLETON**

**REGULAR COUNCIL MEETING**

**Tuesday, May 14, 2024 at 7:00 p.m.**

**20 Dickie Road, Borden-Carleton, PE**

**PRESENT:** Mayor Randy Ahearn (7:20 pm), Deputy Mayor Larry Allen, Councillor Nicole Arsenault, Councillor Barb Wood, and Councillor Ashley Steele.

**REGRETS:** Councillor Laurel Palmer-Thompson.

**STAFF PRESENT:** Chief Administrative Officer, Jim Wentzell  
Holly Bernard, Recreation Director

**ALSO PRESENT:** One person from the general public.

**1. CALL TO ORDER:**

Deputy Mayor Larry Allen called the meeting to order at 7:00pm

**2. DISCLOSURE OF CONFLICT OF INTEREST:**

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

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

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

**3. ADOPTION OF THE AGENDA:**

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

**MOTION CARRIED (3-0) (RR#24-05-01)**

**4. APPROVAL OF PREVIOUS MINUTES:**

- 4.1 Regular Council Meeting – March 12, 2024**
- 4.2 Special Council Meeting – March 19, 2024**
- 4.3 Special Council Meeting (Budget) – March 26, 2024**
- 4.4 Special Council/Planning Board Meeting – April 16, 2024**
- 4.5 Special Council/Planning Board Meeting – April 30 2024**

**It was duly moved Councillor Barb Wood, seconded Councillor Nicole Arsenault THAT** the minutes of the March 12, 2024 regular Council meeting, March 19, 2024 special Council meeting, March 26 special Council (budget) meeting, April 16, 2024 special Council/Planning Board meeting, and April 30, 2024 special Council/Planning Board meeting be adopted as presented.

**MOTION CARRIED (3-0) (RR#24-05-02)**

#### **4.6 Notation Only in Camera Council Meeting – May 2 2024**

### **5. PUBLIC PRESENTATIONS/ INVITED GUESTS**

### **6. COMMITTEE REPORTS:**

#### **6.1 Police Report:**

**It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Ashley Steele THAT** the policing report for March 2024 and April 2024 for the Town of Borden-Carleton be accepted as presented.

**MOTION CARRIED (4-0) (RR#24-5-03)**

#### **6.1.1 By-law Enforcement**

A general discussion took place on the enforcement of the Town's Bylaws and whether the Town should have a bylaw enforcement officer similar to the Community of Kinkora. The CAO stated that both he and the Recreation Director researched bylaw enforcement and that the three main areas for bylaw enforcement in the town was in respect to dogs, planning matters and noise. There is a provincial dog control bylaw and some municipalities enter into an enforcement agreement with the province's humane society.

A bylaw enforcement officer would have to be a justice of the peace in order to issue tickets or charges. In order for tickets to be issued the Town's bylaws would need to be revised to allow for Summary Offence tickets (SOT). **The CAO agreed to follow up on possible changes to the Town's bylaws.**

#### **6.2 Fire Department Report:**

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

**It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Ashley Steele THAT** the Fire Chief's report for April 2024 submitted by Fire Chief Shawn Jessome be accepted as presented.

**MOTION CARRIED (4-0) (RR#24-05-04)**

#### **6.3 Recreation Director's Report:**

The Recreation Director's Report for the month of April 2024 was circulated to members of Council and presented by Councillor Nicole Arsenault

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

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

**Mayor Randy Ahearn arrived to the meeting (7:20), however Deputy Mayor Larry Allen continued to chair the balance of the meeting.**

**6.4 Properties and Planning Report:**

**6.4.1 Development Permit Approvals**

A list of development permits issued between March 10<sup>th</sup> and May 10<sup>th</sup> 2024 was circulated to members of Council.

**It was duly moved by Councillor Barb Wood and seconded by Councillor Nicole Arsenault THAT the Planning & Properties report for the month of April 2024 be accepted as presented.**

**MOTION CARRIED (4-0) (RR#24-05-06)**

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

**6.5.1 Cash Flow Report April 2024**

**6.5.2 Disbursement Listing April 2024**

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

	<b>Monthly Totals</b>
<b>Town</b>	\$110,782.53
<b>Arena</b>	\$ 19,407.32
<b>Utility</b>	\$ 30,294.32

**It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Ashley Steele THAT the Finance and Administration report for the month of April 2024 be accepted as presented.**

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

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

**8. CORRESPONDENCE:  
INFORMATION ITEMS:**

8.1 Dept Municipal Affairs – Code of Conduct – Status of Councilors who did not complete training. The CAO reported that all members of Council have completed the Code of Conduct training as required by the province.

8.2 Dept of Municipal Affairs – Map of Reception Centers Live Online

8.3 HCMD Charlottetown - Run for Make a Wish PEI

8.4 Prov of PEI- 2024/25 Equalization Grant = \$84,933 (Budget \$78,013)

8.5 Rural Beautification Society – Nominations open for Community Spirit People's Choice Awards

8.6 UPEI Medical School – Thanking the Town for our support with 1st class to commence Sept 2025

**ACTION ITEMS:**

8.7 Eric Stewart – Resigning as a member of Town Council effective April 30 2024

**It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Ashley Steele THAT Council accept with regret Councillor Eric Stewart's resignation from Council as of April 30 2024**

**MOTION CARRIED (4-0) (RR#24-05-08)**

8.8 Prov of PEI – Announcing new grant and loan program for Early Years Centres

**This information has been passed on to the BADC as they have a facility that may be used as a Day Care Early Years Centre.**

**9. UNFINISHED BUSINESS:**

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

The CAO reported that applications closed on May 8 2024 for the CAO's position and that 61 applications were received. Council agreed to meet on May 20<sup>th</sup> at 7:00pm to review the applications.

9.2 Red Island Investments Ltd -Change of Use Request PID 658021 (256 Main St) Draft Development Agreement and 2<sup>nd</sup> Reading approving change of use.

Circulated to members of Council was a draft development agreement between the Town and Red Island Investments Ltd for the change of use of property at 256 Main Street from storage to a nine-unit apartment building.

**It was duly moved by Councillor Barb Wood and seconded by Councillor Nicole Arsenault**

WHEREAS Council received a request from Red Island Investments Ltd to “change the use” of their property at 256 Main Street (PID 658021) from “storage” to a nine (9)unit residential Apartment building; and

WHEREAS the property is currently in the Comprehensive Development Area (CDA) Zone; and

WHEREAS any change of use in the CDA Zone requires a public meeting; and

WHEREAS a public meeting was duly advertised and held on April 30, 2024; and

WHEREAS Council has taken into consideration the request of the Owner, the report and recommendation of the Development Officer, as well as all written and oral comments received by Council; and

WHEREAS Council passed and adopted 1st Reading for the change in use on April 30, 2024

**THEREFORE, Council is giving 2nd Reading to change the use of PID 658021 at 256 Main Street from storage to a nine-unit apartment building subject to a satisfactory development agreement being signed between the Town and Red Island Investments Ltd and that all fees and costs for the development are paid in full**

**MOTION CARRIED (4-0) (RR#24-05-09)**

**It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Ashley Steele** THAT Council approve 2nd Reading to change the use of PID 658021 at 256 Main Street from Storage to a nine-unit apartment building subject to a satisfactory development agreement being signed between the Town and Red Island Investments Ltd and that all fees and costs for the development are paid in full.

**MOTION CARRIED (4-0) (RR#24-05-10)**

**It was duly moved by Councillor Ashley Steele and seconded by Councillor Barb Wood** THAT Council adopt the change of the use of PID 658021 at 256 Main Street from Storage to a nine-unit apartment building and the development agreement between the Town of Borden-Carleton and Red Island Investments Ltd

**MOTION CARRIED (4-0) (RR#24-05-11)**

**10. NOTICE OF MOTIONS: Nil**

**11. NEW BUSINESS:**

11.1 Audited Gas Tax Fund as of March 31 2024

A report on the Audit of The Town's AER and MSC Gas Tax Funds to March 31 2024 was received from MRSB. The balance of the fund is \$328,873.08

11.2 Resolution – Application for Funding for Electronic Signage for the Town

**Moved by Councillor Nicole Arsenault, seconded by Councillor Barb Wood**

THAT the Town of Borden-Carleton make an application to the Rural Growth Initiative Programs to fund for Electronic Signage at an estimated cost of \$40,000 plus GST to promote community events and for EMO purposes and that the project be designated as priority number 01

The Council understands and commits that it will be responsible for its' designated share of the total eligible costs of the project, and will assume responsibility for any and all operating and maintenance costs resulting from the project.

**MOTION CARRIED (4-0) (RR#24-05-12)**

11.3 Resolution – Application for Funding for Fire Department Bunker Gear/Clothing

**Moved by Barb Wood, seconded by Councillor Ashley Steele**

THAT the Town of Borden-Carleton make an application to the Rural Growth Initiative Programs to fund for Bunker Gear/Clothing for the Borden-Carleton Fire Department at an estimated cost of \$26,183.44 plus GST\_to safely provide Fire services to the Town and District and that the project be designated as priority number 02

The Council understands and commits that it will be responsible for its' designated share of the total eligible costs of the project, and will assume responsibility for any and all operating and maintenance costs resulting from the project.

**MOTION CARRIED (4-0) (RR#24-05-13)**

11.4 Quotation EMCO – Replace Well Pump

**It was duly moved by Councillor Nicole Arsenault and seconded by Ashley Steele** THAT Council accept the quote from EMCO Corporation for a replacement pump for Well # 3 at a cost of 8,530.00 plus GST

**MOTION CARRIED (4-0) (RR#24-05-14)**

It was noted that installation of the pump will be an additional cost.

11.5 Quotation -Campbell's Concrete – Replace Lift station Pump  
**It was duly moved by Councillor Ashley Steele and seconded by Councillor Barb Wood**  
THAT Council accept the quote from Campbell's Concrete (Xylem) Corporation for a  
replacement pump for Sewer Lift Station # 5, Read Road at a cost of 16,716.00 plus GST.

**MOTION CARRIED (4-0) (RR#24-05-15)**

The sewer pump would be installed by our Sewer/Water system operator Brad Paugh

**12. IN-CAMERA:**

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

**MOTION CARRIED (5-0) (RR#24-05-16)**

Council went into in-camera at 8:10pm

**It was duly moved by Councillor Ashley Steele and seconded by Nicole Arsenault THAT**  
Council return back to open session.

**MOTION CARRIED (5-0) (RR#24-05-17)**

**Council returned to open session at 9:00pm**

**13. ADJOURNMENT:**

There being no further business to come before the meeting, the meeting adjourned at 9:00 pm.

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Deputy Mayor, Larry Allen

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CAO, Jim Wentzell