



Town of Borden-Carleton

Regular Council Meeting

Tuesday, May 9th, 2023 at 7:00 p.m.

Dickie Road, Borden-Carleton, PE

AGENDA

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 Council Meeting – March 14th, 2023
- 4.2 Special Council Meeting – March 20th, 2023
- 4.3 Special Council Meeting – March 30th, 2023
- 4.4 Special Council Meeting – April 11th, 2023

5. PUBLIC PRESENTATIONS:

- 5.1 Danny Murphy – DP Murphy Group of Companies – Proposed Development PID #686952
- 5.2 Tim McHatten – T&J Construction Ltd. Proposed Development – 156 Borden Avenue
- 5.3 Juliana Fernandes Granzoti – South Shore Watershed Association (SSWA) – How the Town can be involved with the SSWA

6. COMMITTEE REPORTS:

- 6.1 Police Report: RCMP Reports for February & March 2023
- 6.2 Fire Dept Report:
- 6.3 Recreation Director's Report:
- 6.4 Properties and Planning Report:
 - 6.4.1 Development Permit Approvals from February 18-April 22, 2023

- 6.5 Finance and Administration Report:
 - 6.51 Cash Flow Report April 2023
 - 6.52 Disbursement Listing April 2023
- 6.6 Public Works/ Streets and Lights Report:
- 6.7 Water and Sewer Report:

7. EXTERNAL REPORTS:

8. CORRESPONDENCE:

INFORMATION ITEMS:

- 8.1 CBC article (dated April 11, 2023)- RCMP Bank Pay Impact
- 8.2 Housing PEI Website -Dept Projects Funded through Housing Challenge Program (dated Feb.23 2023)
- 8.3 Dept Municipal Affairs-Newsletter May 2023
- 8.4 PEI Infrastructure Secretariat -Resignation of Jesse MacDougall as Project Officer – PEI Infrastructure Secretariat
- 8.5 Local Choice PEI - A Municipal Electoral Reform Initiative
- 8.6 Hon Jamie Fox, MLA – Proposing a freeze on new petroleum licenses issued by IRAC

ACTION ITEMS:

9. UNFINISHED BUSINESS:

- 9.1 Second Reading and Formal Adoption of the Procedural Bylaw #2023-01
- 9.2 Second Reading and Formal Adoption of the Access to Information and Protection of Personal Information Bylaw #2023-02
- 9.3 Update on purchase of 236 Main Street
- 9.4 Participation in PEI Discovery Centre and Research Centre

10. NEW BUSINESS:

- 10.1 Resolution – Application to the Rural Growth Initiative Program for heat pumps – Rail Park Main Building
- 10.2 Resolution – Application to the Rural Growth Initiative Program for heat pumps – Gateway Arena

11. IN-CAMERA:

MGA Section 119:

MGA 119(1)(e) a matter still under consideration, on which the council has not yet publicly announced a decision, and about which discussion in public would likely prejudice a municipality's ability to carry out its negotiations;

12. ADJOURNMENT:



Town of Borden-Carleton
Regular Council Meeting Minutes

March 14, 2023

20 Dickie Road Borden-Carleton, PE

7:00pm

PRESENT: Mayor Randy Ahearn; Deputy Mayor Larry Allen; Councillor Barb Wood; Councillor Nicole Bernard-Arsenault; Councillor Eric Stewart; Councillor Laurel Palmer-Thompson; and Councillor Ashley Steele. (7:10 p.m.)

ALSO PRESENT: Staff: Chief Administrative Officer, Jim Wentzell
1 member of the public

GUEST:

1. CALL TO ORDER:

Mayor Randy Ahearn called the meeting to order at 7:00 p.m.

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.

3. ADOPTION OF THE AGENDA:

**It was duly moved by Councillor Eric Stewart and seconded by Councillor Barb Wood
THAT the agenda be approved as presented.**

MOTION CARRIED 6-0 (RR#23-03-01)

4. APPROVAL OF PREVIOUS MINUTES:

It was duly moved by Councillor Nicole Arsenault-Bernard and seconded by Councillor Larry Allen THAT the minutes of the February 14, 2023 regular Council meeting be adopted as presented.

MOTION CARRIED 6-0 (RR#23-03-02)

5. REPORTS:

5.1 Derek French – Proposed Development on Read Road – Portion PID#876375

The Development Officer has reviewed the drawings and provided a report to Council on the proposed development from Paynter Brothers Contracting Ltd. on Read Road in the Town of Borden-Carleton.

The proposed development consists of 7– 8-unit apartment buildings and one 6-unit apartment building.

Also circulated to Council was a site plan for the apartment proposed by Paynter Brothers; and an email from the CAO outlining the steps required for Council to consider a development in the Comprehensive Development Area (CDA) Zone.

The Development Officer has recommended that Council holds a public meeting to solicit additional public opinion for a CDA development concept from residents of Borden-Carleton.

It was duly moved by Councillor Larry Allen and seconded by Councillor Barb Wood THAT the Planning Committee meet and hold a Public Meeting on April 11, 2023 at the Royal Canadian Legion to consider the proposal by Paynter Brothers Contracting Ltd. for the development of eight multi-unit apartment buildings on Read Road.

MOTION CARRIED 6-0 (RR#23-03-03)

* Councillor Ashley Steele arrived at the council meeting at 7:10 p.m.

5.2 Maritime Electric – Map of Street Lights

Circulated to Town Council was a map outlining the streetlight throughout the Town.

6. CORRESPONDENCE:

6.1 RCMP Policing Costs 2023/24

A letter dated March 2, 2023 was received from Justice and Public Safety regarding the RCMP Policing Contract for the Town of Borden-Carleton. Under the Policing Agreement for 2023-2024 will increase from \$105,303 to \$106,852 for one Police Officer commencing April 1, 2023.

6.2 EMO – 72 Hour Flyer

An EMO informational flyer was distributed to residents the week of March 6, 2023 that stressed the importance of taking care of yourself and your family for the first 72 hours in an emergency situation. The goal is to have residents create a plan, create an emergency kit and to establish a network of family, friends and neighbours to help you in the event of an emergency.

7. UNFINISHED BUSINESS:

7.1 Procedural Bylaw #2023-01 – Approval of FIRST READING

**Moved by Councillor Nicole Arsenault-Bernard
Seconded by Councillor Ashley Steele**

WHEREAS Subsection 86(2)(e) of the Municipal Government Act R.S.P.E.I.1988. Cap. M-12.1., provides that a council must establish a procedural bylaw to regulate proceedings in accordance with the Act.;

AND WHEREAS it is deemed desirable to provide rules for:

- a) The calling of meetings of Council and its Committees;
- b) The procedures of Council;
- c) The calling of public meetings of Council;
- d) The behaviour of Council members and members of the public present at meetings of Council and its Committees; and
- e) The establishment of Committees of Council.

AND WHEREAS the Procedural Bylaw (Bylaw #2022-01) was a read a first time at the Council meeting held of February 14, 2023;

BE IT RESOLVED that the first reading of the Town of Borden-Carleton Procedural Bylaw (Bylaw #2022-01) be hereby approved.

RESOLUTION CARRIED 6-0 (RR#23-03-04)

7.2 Access to Information and Protection of Privacy Bylaw #2023-02 – Approval of FIRST READING

**Moved by Councillor Larry Allen
Seconded by Councillor Eric Stewart**

WHEREAS Section 147 of the Municipal Government Act R.S.P.E.I.1988. Cap. M-12.1 mandates that a Town Council must enact a bylaw that regulates access to information collected within their jurisdiction;

AND WHEREAS Section 148 of the Municipal Government Act, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that protects personal information collected by the municipality;

AND WHEREAS the Town of Borden-Carleton Access to Information and Protection of Personal Information Bylaw was read a first time at the Council meeting held on February 14, 2023;

BE IT RESOLVED THAT the Town of Borden-Carleton first reading of the Access to Information and Protection of Privacy Bylaw #2023-02 be hereby approved.

RESOLUTION CARRIED 6-0 (RR#23-03-05)

7.3 Quotation – Fitzgerald & Snow – Repairs to Gateway Arena Roof

A quotation was received from Fitzgerald and Snow for repairs to the roof of the Arena that was damaged by Hurricane Fiona.

It was duly moved by Councillor Eric Stewart and seconded by Councillor Barb Wood THAT the Town of Borden-Carleton accept the proposal of \$37,975.00 plus HST from Fitzgerald and Snow Ltd. for the specialized repair of the roof of Gateway Arena.

MOTION CARRIED 6-0 (RR#23-03-06)

7.4 Reminder – Dates for Budget Meeting in March

The Town of Borden-Carleton draft budget for 2023/24 will be discussed by Council at a meeting scheduled for March 20th, 2023 at 7:00 p.m. at the Town Office.

The final approval of the Town budget for 2023-24 and the setting of the tax rates for the 2023/24 will be on March 30th, 2023 at 7:00 p.m. at the Royal Canadian Legion.

8. NEW BUSINESS:

8.1 Purchase of PID#814962 – 236 Main Street, Borden-Carleton

The CAO reported that there is additional information in respect to the property at 236 Main Street that he wished to discuss with Council in-camera.

IN-CAMERA:

It was duly moved by Councillor Eric Stewart and seconded by Councillor Nicole Bernard-Arsenault THAT Council go to into an in-camera session to discuss 1 item under 119(1)(e) of the Municipal Government Act.

MOTION CARRIED 6-0 (RR#23-03-07)

Council went into in-camera at 7:30 p.m.

Council resumed to open session at 8:00 p.m.

Resolution - Purchase of PID#814962 – 236 Main Street, Borden-Carleton

**Moved by Councillor Eric Stewart
Seconded by Councillor Larry Allen**

WHEREAS the Town of Borden-Carleton Council expressed an interest to purchase a 0.51-acre parcel of land, PID number 814962, located at 236 Main Street in Borden-Carleton. The property includes a 3,600 square foot commercial building;

AND WHEREAS the Chief Administrative Officer is authorized to act on behalf of the Town to make an offer on the building;

AND WHEREAS the building is to be used as the Town Hall for the municipality;

AND WHEREAS Council agrees to the negotiated purchase price of \$199,000.00 plus HST for the property;

BE IT RESOLVED THAT the Town of Borden-Carleton enter into an agreement of purchase for a property located at 236 Main Street, PID number 814962 at a purchase price of \$199,000 plus HST as it was known that the seller had another acceptable offer for this property that the motion be deferred until such a time the seller would be in a position to accept the Town's offer.

MOTION CARRIED 6-0 (RR#23-03-08)

9. ADJOURNMENT:

There being no further business to come before the meeting, the meeting adjourned at 8:10 p.m.

Mayor, Randy Ahearn

CAO, Jim Wentzell



Town of Borden-Carleton

Special Council Meeting

March 20th, 2023 – 20 Dickie Road

7:00pm

PRESENT: Mayor Randy Ahearn, Deputy Mayor Larry Allen, Councillor Barb Wood, Councillor Laurel Palmer-Thompson, Councillor Nicole Bernard-Arsenault, Councillor Eric Stewart and Councillor Ashley Steele.

REGRETS:

ALSO PRESENT: CAO, Jim Wentzell; Accounting and Finance Officer, Henry Le; Administrative Assistant, Joanne Smith

1. CALL TO ORDER:

The Mayor called the meeting to order at 7:02pm. Mayor Ahearn asked the CAO to present the draft budgets and supporting information for the upcoming fiscal year of 2023/24 for the Town, Gateway Arena and Utilities.

2. PRESENTATION DRAFT BUDGETS FOR 2023-24:

CAO Jim Wentzell explained that the purpose of the meeting was for Council to review the Town, Gateway Arena and Utilities operating budgets for 2023/24 before the presentation of the final draft budgets and approval on Thursday, March 30th. The CAO encouraged Council feedback on the proposed budgeted figures and will answer any questions that Council may have on the draft budget projections.

As background to the budget presentation, the CAO indicated that the Town of Borden-Carleton has a population of 788 and an overall tax base of 60 million, with a strong commercial assessment.

Policing and Fire Service, Recreation and Town, Administration, Governance and Planning are the top 3 uses of tax revenue in the Town.

- Police Protection – RCMP, Fire Protection and local EMO organization has an operating cost of \$276,520;
- Recreation for the Town comes in at \$387,980;
- Town Administration and Planning Services costs the Town \$180,900; and

- Street Maintenance – 11 of the Town’s 42 streets are maintained by the Town, including snow removal at a cost of \$143,600.

POWER POINT BUDGET PRESENTATION TO COUNCIL:

The CAO presented a power point presentation.

The CAO presented the Operating Budget for the Town, Gateway Arena and both the Sewer and Water Utilities. He explained how the budget was developed and went through each of the 3 departments.

The big three pieces of the pie are recreation, street maintenance and administration and planning.

**The Town
Administration
Revenue**

The property tax assessment for 2023 is 6.9% higher than 2022’s assessment.

The draft budgets have incorporated a 4-cent increase of both the Commercial and Non-Commercial tax rates to continue raising more funds to fund Capital. The tax increase would be around \$40 annual increase in taxes for the average residence in the Town. Every 1 cent raised is equivalent to \$6,000 in tax revenue.

The Equalization Grant increased by \$6,000 for 2023/24.

The MCEG Capital Grant constitutes a 10% reimbursement on all expenditures incurred on capital projects.

The recommended tax rate increase is based on the current financial landscape. Interest rates are 250% higher than last year, minimum wage rates are up by 9% and fuel, electricity and insurance costs are rising for the municipality.

Development permit fees are a source of revenue. Staff are looking at updating the Fees Bylaw for the Town and revamping of fee structure to offset the costs associated with planning services.

**Administration
Salaries and benefits**

The minimum wage has increased which equates to a 9.5% increase.

Gateway Arena

The revenue generated at the Arena is about half of what is needed to run the facility without a deficit.

The Arena runs a deficit of \$60,000 to \$80,000 per year. Cost of electricity and fuel has burdened operating costs further.

The draft budget for the Arena has a \$10.00 per hour increase incorporated into ice rentals for 2023/24.

Soliciting a corporate sponsor for the Arena would aid in the running of the facility.

Employment grants are used to subsidize the wages of staff for the Arena. It is dangerous to be grant dependent in order to fill the seasonal jobs that are required at the Arena. Even if the grant was no longer available, the need for the position remains a reality for the Town.

Fire Department

Discussion on the financing of a new fire truck as the vehicle is nearing 20 years old. Regulations state that any vehicle over 25 years old should be retired from service.

Public Works

Snow removal in the streets in the Town are in the second year of a 3-year contract.

Discussion on the sidewalks being widened and replaced.

Spring Cleanup was discussed.

A washroom was discussed to go in the shop at the Public Works Shop.* This budget item would be in the capital budget.

Professional Fees

Discussion on the OP and Bylaw review. Funding is available to conduct the review through the Canada Community Building Fund. (CCBF) There are areas of the Town's bylaws that need to be reviewed or re-confirmed. The plan may not require a comprehensive review.

A portion of the Town of Borden-Carleton was designated as a part of the special planning area. This special planning area designation needs to be revisited in a new OP and Bylaw review for the Town.

Utilities Budget

Utility budget is approximately a half million per year, there is a revenue shortfall of \$274,000. (Including depreciation expenses for Utilities)

The water meters need to be examined to assure readings are accurate. The meters may be in need of replacement.

A rate review is recommended for this fiscal year as both water and sewer utilities are running annual deficits.

Discussion on a phased in rate increase for water and sewer utilities.

NOTE: The Town cannot adopt a deficit budget as per the MGA.

It should be noted that municipalities do not fund depreciation with the tax rate.

3. DISCUSSION ON THE RCMP EXTENDED SERVICE AGREEMENT (ESA):

- RCMP are obligated to respond to calls as they are incident command.
- The cost to have the RCMP and the ESA is \$68,000. (net of the tax credit received)
- Municipalities with ESAs receive fine revenues from Criminal Code convictions of provincial offenses, and fines from bylaw charges that occur within the Town.
- The Municipality needs to give a years' notice to leave the contract.

Council to decide by resolution to either opt out of the ESA with the RCMP or stay in the contract agreement. A years' notice must be provided to opt of the ESA.

4. ADJOURNMENT:

There being no further business the meeting adjourned at 9:16pm

Mayor Randy Ahearn

CAO Jim Wentzell



Town of Borden-Carleton
Minutes of Special Council Meeting
Thursday, March 30th, 2023
240 Main St, Borden-Carleton, PE
Royal Canadian Legion
7:00pm

PRESENT: Mayor Randy Ahearn, Deputy Mayor Larry Allen, Councillor Laurel Palmer-Thompson, Councillor Eric Stewart and Councillor Ashley Steele.

REGRETS: Councillor Barb Wood and Councillor Ashley Steele.

STAFF PRESENT: CAO, Jim Wentzell, Accounting & Finance Officer, Henry Le, Administrative Assistant, Joanne Smith.

ALSO PRESENT: 4 members of the public

1. CALL TO ORDER:

The Mayor Randy Ahearn called the meeting to order at 7:00pm and stated that the purpose of the meeting was to consider Town, Gateway Arena, and the Utilities Operating and Capital Budgets for 2023/24 and to set the 2023/24 Municipal Tax Rates.

Mayor Randy Ahearn asked the Town's CAO, Jim Wentzell, to present the draft budgets and supporting information through a Power Point presentation and tangible copies of the budget documents.

2. PRESENTATION DRAFT BUDGETS FOR 2023-24:

BACKGROUND:

In the way of background in respect to budgeting for this fiscal year, it was a challenging one. The current financial landscape is completely different than a year ago and faces many challenges such as the CPI is up 7% for all of PEI; interest rates are 250% higher than last year; minimum wage rates is up 9% with all overall wages to increase by 5% due to inflation and the pressures due to the shortage of workers. Gas and oil prices are down from this time last year but still up 40% from 2 years ago. Insurance costs have been on the rise for the passed 2 years and electricity rates are increasing 5% per year over the next 3 years.

The CAO presented the Operating Budget for the Town, Gateway Arena and both the Sewer and Water Utilities. He also circulated the proposed Capital Budget for 2023-24.

The draft budgets have incorporated a 4-cent increase of both the Commercial and Non-Commercial tax rates.

The CAO answered various questions from the public and Council during the budget presentation.

Documents circulated to those present at the Meeting included:

- Detailed Draft Operating Budget by Department for 2023/24 including the Gateway Arena and Utilities
- Budget revenues and expenses of the General Operating Fund for the fiscal year
- Notes on various Revenue and Expenditure items contained in the 2023/24 operating budgets
- Draft Capital Budget for all Departments for 2023/24
- 5 Year Capital Budgets for all Departments for 2023-24 to 2027/28
- PEI/Canada – Consumer Price Index January 2023
- Recommended Salary Scales for staff for 2023/24
- Notes on the Budget – The Big Picture
- RCMP Policing Extended Agreement – Email information from Public Safety Division

The present budget is projecting an operating surplus of \$34,355 for 2022/23. However, without the capital grant realized, the surplus would only be \$14,355 and if the equalization grant disappeared the Town would be running a deficit of \$50,000 in addition it is expected that the hydrant rates would increase as a result of a water and sewer rate study in 2023.

The Town's budget meets the requirements of the MGA by not incurring a deficit in an the operating budget. It also should be noted that municipalities do not fund depreciation with the tax rate.

4. MOTIONS:

4.1 Approval of the 5-year Capital Budget for 2023/24 – 2027/28 Capital Budgets for the Town and the Gateway Arena and Utilities

Moved by Councillor Laurel Palmer-Thompson seconded by Councillor Nicole Bernard Arsenault

THAT Town Council approve the Five-Year Capital Budget for the Town of Borden-Carleton including the Arena and Utilities for 2023/24 to 2028/29 in the amount of \$2,585,500

**MOTION CARRIED (4-0)
(RR#23-03-01)**

4.2 Approval of the 2023-24 Operating Budgets for the Town and Gateway Arena

Moved by Councillor Eric Stewart seconded by Councillor Larry Allen

THAT Town Council approve the Town of Borden-Carleton 2023/24 Operating budget for the Town and Gateway Arena in the amount of \$1,105,450 and the budget for Amortization for 2023/24 in the amount of 115,000.

**MOTION CARRIED (4-0)
(RR#23-03-02)**

4.3 Approval of the 2023/24 Operating Budget for the Sewer Utility

Moved by Councillor Nicole Bernard-Arsenault and seconded by Councillor Laurel Palmer-Thompson

THAT Town Council approve the Town of Borden-Carleton 2023/24 Operating budget for the Sewer Utility in the amount of \$209,000 and the budget for amortization for 2023/24 in the amount of 70,000.

**MOTION CARRIED (4-0)
(RR#23-03-03)**

4.4 Approval of the 2023-24 Operating Budget for the Water Utility

Moved by Councillor Larry Allen and seconded by Councillor Eric Stewart

THAT Town Council approve the Town of Borden-Carleton 2023/24 Operating budget for the Water Utility in the amount of \$205,000 and the budget for amortization for 2023/24 in the amount of 60,000.

**MOTION CARRIED (4-0)
(RR#23-03-04)**

4.5 Approval of the Wage Scales for 2023/24

Moved by Councillor Nicole Bernard-Arsenault and seconded by Councillor Larry Allen

THAT Town Council approve the wage scales for full-time, part-time, seasonal and summer staff for 2023/24 as per spreadsheet circulated by the CAO.

**MOTION CARRIED (4-0)
(RR#23-03-05)**

3.6 Set the 2023/24 Municipal Tax Rates for the Town of Borden-Carleton

Moved by Councillor Eric Stewart and seconded by Councillor Larry Allen

WHEREAS Section 160(1) of the Municipal Government Act R.S.P.E.I. 1988, Cap. M-12.1 requires the town to establish tax rates by resolution;

BE IT RESOLVED THAT Town Council set the 2023/24 municipal property tax rates for the Town of Borden-Carleton at 57 cents per \$100 of assessment for Non-Commercial properties and \$1.40 per \$100 of assessment for Commercial properties be hereby adopted and approved.

**MOTION CARRIED (4-0)
(RR#23-03-06)**

The Levy as a result of these Tax Rates is estimated to be as follows:

Comm Assessment	Non Comm Assessment	Comm Levy	Non- Comm Levy	Total Levy
22,816,842.00	41,739,688.00	237,916.22	200,817.31	<u>537,352.01</u>

5. OTHER ITEMS OF BUSINESS:

5.1 RCMP Extended Services Agreement (ESA)

A discussion took place on the RCMP Extended Services Contract for the Town of Borden-Carleton. No action was taken.

5.2 RESOLUTION – Purchase of PID Number 814962 – 236 Main Street, Borden-Carleton

Moved by Councillor Eric Stewart

Seconded by Councillor Nicole Bernard-Arsenault

WHEREAS the Town of Borden-Carleton Council expressed an interest to purchase a 0.51-acre parcel of land, PID number 814962, located at 236 Main Street in Borden-Carleton. The property includes a 3,600 square foot commercial building;

AND WHEREAS the Chief Administrative Officer is authorized to act on behalf of the Town to make an offer on the building;

AND WHEREAS the building is to be used as the Town Hall for the municipality;

AND WHEREAS Council agrees to the negotiated purchase price of \$199,000.00 plus HST for the property with the condition of a favourable inspection report;

BE IT RESOLVED THAT the Town of Borden-Carleton enter into an agreement of purchase for a property located at 236 Main Street, PID number 814962; and

BE IT FURTHER RESOLVED THAT the purchase of the property at 236 Main Street in Borden-Carleton be subject to an acceptable building inspection and a purchase price of \$199,000.00 plus HST.

**MOTION CARRIED (4-0)
(RR#23-03-07)**

6. ADJOURNMENT:

At the end of the meeting Mayor Randy Ahearn thanked the residents present for their participation in the meeting and for asking various questions throughout the evening.

There being no further business the meeting adjourned at 9:42 p.m.

Mayor Randy Ahearn

CAO Jim Wentzell



Town of Borden-Carleton

Special Council Meeting

Tuesday, April 11th, 2023 at 7:00 pm

240 Main Street – Royal Canadian Legion

PRESENT:

Mayor Randy Ahearn
Deputy Mayor Larry Allen
Councillor Barb Wood
Councillor Nicole Bernard-Arsenault
Councillor Eric Stewart
Councillor Laurel Palmer-Thompson
Councillor Ashley Steele

ALSO PRESENT:

CAO, Jim Wentzell; Development Officer, Derek French and
Administrative Assistant, Joanne Smith

MEMBERS OF THE PUBLIC:

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1. **CALL TO ORDER:** Mayor Randy Ahearn called the meeting to order at 7:02 p.m.
2. **PURPOSE OF THE MEETING:**

In the way of introduction, the CAO, Jim Wentzell indicated that in February of 2021, the Town of Borden-Carleton issued a Request for Expressions of Interest (EOI) to seek submissions from interested parties for their ideas or concepts to create new year-round housing units within the Town.

After a review of interested proponents, Council chose the Read Road Project, submitted by developers, Paynter Brothers Ltd. The Town owned land was then appraised and a letter of intent was signed in October of 2022.

The property located at Civic #70 Read Road is zoned Residential and in the Comprehensive Development Area (CDA).

The purpose of the public meeting is to consider a proposed development for seven 8-unit apartment buildings and for one 6-unit building on PID 876275 on Read Road owned by the Town of Borden-Carleton and to receive feedback from the public.

The Development Officer recommended a public meeting be held to allow members of the public to make representations on the development concept as this development will constitute a bylaw amendment.

3. DISCUSSION ON THE PROPOSED DEVELOPMENT:

3.1 Report from the Development Officer – Derek French

The Development Officer, Derek French, introduced himself and indicated that the reason for the public meeting was to provide residents and other interested parties an opportunity to comment on the proposed development on Read Road in Borden-Carleton.

Pursuant to the *Planning Act* and the Town of Borden-Carleton's Official Plan and Development Control Bylaw #04-15, a public meeting is being held to allow for public input.

The Development Officer reported on the proposed development for seven 8-unit apartment buildings and one 6-unit apartment building on portion of PID #876375 located at 70 Read Road in the Town of Borden-Carleton.

The Development Officer indicated that the proposed development is in the CDA Zone and the application constitutes a Development Bylaw amendment.

As per section 13.6 of the Bylaws, Council has chosen to exercise its discretion and solicit additional public opinion for a CDA development concept by holding this public hearing regarding the proposed development on Read Road.

Letters were sent to surrounding properties within a 100 feet radius to inform these residents about the public meeting date and time.

The public meeting was advertised in the Guardian on April 1st, 2023 as per regulations which has to be one ad seven clear days before the public meeting date. The ad had details on the public meeting, with date, time and location as well as a map of the proposed seven 8-unit apartment buildings and for one 6-unit apartment building.

The public was also made aware that they could provide written comments to the Town by email with a deadline of April 10, 2023.

The public meeting was also posted on the Town's website and on social media.

Proposed Development on Read Road for Multi-Unit Residential Development– Paynter Brothers

Paynter Brothers Contracting Ltd replied to an Expression of Interest for year-round housing in March of 2021.

The subject property is located on portion of PID#876375, Read Road, approximately 26,921 square metres and owned by the Town of Borden-Carleton.

The subject land is presently zoned Residential (CDA). The proposed development consists of seven 8-unit apartment buildings and one six-unit apartment building to be serviced by the Town's water and sewer services.

The proponent replied to an Expression of Interest (EOI) for Year-Round Housing in March 2021.

As per EOI:

Read Road will be developed with seven 8-unit and one 6-unit giving the property at least 62 rental units. These units will be rented at market price. Each unit will consist of 3 bedrooms, 1.5 baths, kitchen, dining, living and laundry rooms. One unit per apartment building will be accessible unless there is a demand for more accessible units then we can plan accordingly as more buildings are built. Development will start with one until being built and expand as each apartment building fills up. Completion of each building is estimated at 4 months.

The EOI also depicts a proposed 6 unit building with 2 stories with three second floor units and three main floor units. All units having their own individual outside access. Each unit approximately 1,460 square feet. ¹

The Development Officer indicated that after speaking with the developers prior to the meeting that the rental rate is to be determined since factors such as interest rates and inflation are affecting rental rate projections.

The proposed development is permitted in the CDA zone subject to Council's approval of the Development Concept Plan and Development Agreement.

The Development Officer indicated that a site plan, designated parking, garbage disposal sites and access between the buildings would need to be part of the concept drawing. The Fire Marshal's Office may require a looped road for accessibility of emergency fire service vehicles. These details would need to be added to the development agreement.

3.2 Questions/ Comments from Council to the Development Officer and to the Developers

1. **Deputy Mayor Larry Allen:** *Is there access to the 6-units from the inside?*
Developer: *Due to new building codes they have to be accessible from the inside.*

2. **Councillor Laurel Palmer-Thompson** *The point of this meeting before the public is to present what you are planning to build. Is there a picture of what you are planning to build as the Town is looking for concept drawings. Concept drawings are required in order to enter into a development agreement with the Town.*

¹ Paynter Brothers Ltd. Expression of Interest – March 2021

- Developer:** *The cost of a stamped set of plans, an estimated \$12,000 to \$15,000, we could not justify when we are still in negotiations with the Town.*
3. **Councillor Laurel-Palmer Thompson** *If there is a strong uptake for units would you consider greater density units such as a 24-unit apartment building?*
- Developer:** *Yes, we would consider high density development if there was a demand but in Borden-Carleton there is an element of risk as it is not Charlottetown or Summerside. People are paying high rents in the cities. Would they pay that kind of rent in Borden-Carleton?*
- Councillor Laurel-Palmer Thompson** *Rent is high even in the outlying areas. CMHC considers \$1,200 to be affordable housing.*
- Jamie Fox, MLA** *There is provincial funding for up to 75% of infrastructure for roads, water and sewer and lights. This funding is designed to offset the costs for developers.*
4. **Councillor Ashley Steele:** *People will pay this type of rental fee.*
5. **Mayor Randy Ahearn:** *People are looking for places to live here in Borden-Carleton.*
6. **Councillor Barb Wood:** *Are the units all going to be 2 or 3 bedrooms?*
- Developer:** *We are starting with the 6 unit building and they will be 3 bedrooms.*
7. **CAO:** *There is a need for housing of all types Canada wide. In PEI, 1400 housing units per year are required to meet the demand for housing. Considering the industry in the area, housing is a need.*

3.3 Written comments from the General Public – no written comments were received.

Individuals wishing to comment in writing had a deadline of April 10 at 4pm. No written comments were received on the proposed development on portion of PID#876375, at 70 Read Road for seven 8-unit apartment buildings and for one 6-unit apartment building.

3.4 Questions/Comments from persons present at the meeting at the public meeting

1. **Elizabeth Mackenzie:** *When would this development start? Is the proposed site location where tree clearing has been done?*
- Developer:** *There is no date for the start of construction as we do not have approval from the Town and we do not own the property. But if approval is granted, the development would be phased construction. The location is 70 Read Road.*
- CAO:** *Just to clarify. There are 2 lots. The developer would be sold the first lot for the first phase of development.*

2. **Barrie Bernard:** *Does the Town have the electrical power, water and sewer infrastructure to support a large-scale development such as this one?*

Developer and CAO: *The engineers would be addressing capacity issues if there are some to accommodate the development.*

CAO Jim Wentzell indicated that water services are there on Read Road and the sewer infrastructure is near completion. The Town used to be larger so is used to handling a larger capacity.

3. **Fallon Barry:** *Are these units going to be two stories? What are you planning to build first? Do you think that the units above and below in the 6-unit building will be harder to fill?*

Developer: *We are planning to build the 6-unit complex first and after discussions with other developers they did not feel that these units would be harder to fill based on design.*

4. **Dean Sexton:** *Has anyone thought about condos? Each owner is responsible for maintenance of their unit.*

Developer: *A good example of this concept is the church in Hunter River that started off as apartment units and to make the project more affordable a number of units were sold as condo units.*

5. **George Ramsay:** *What the layout of the proposed units?*

Developer: *At this stage, we do not have this information.*

6. **Dean Sexton:** *We would like to see the conceptual drawings and the floor plans.*

Developer: *The conceptual drawings will be available when there is approval from the Town to move forward with the project.*

7. **Elizabeth MacKenzie:** *Is the rent for these units going to be fair market value or low income rentals?*

Developer: *At this point in time, the plan is for the units to be fair market value.*

8. **Resident:** *How will the units be heated? Is it rent plus utilities?*

Developer: *A heat pump or 2 per unit or convection air that are placed on exterior walls. For all tenants to have their own meter it may be a large bill. But we could have one meter and apply a fee for heat to the rent.*

4. NEXT STEPS:

4.1 Council determines if proposed development is acceptable in principle

There were no objections from this public meeting held on April 11, 2023 on the proposed development at 70 Read Road on PID# 875375 for seven 8-unit apartment buildings for one 6-unit apartment building.

4.2 Planning Board and staff work with developer to finalize documents required to enter into a development agreement incorporating the discussions at the public meeting

Planning Board to make recommendations to Town Council on the proposed development for multi-residential development located at 70 Read Road on portion of PID #875375 submitted by the Paynter Brothers Ltd.

A detailed development agreement is next step. The developer needs to have detailed concept drawings completed for first phase of development along with a 3D of the building for Council to review.

Planning Board and Council will be taking into consideration all the feedback and comments received at this public hearing regarding the proposed development at 70 Read Road in the Town of Borden-Carleton.

5. ADJOURN PUBLIC MEETING:

The public meeting was adjourned at 7:49 p.m.

May 4, 2023

Town of Borden-Carleton
20 Dickie Road
Borden-Carleton, PE, C0B 1X0
Attention: James Wentzell, CAO

Dear Mr. Wentzell,

Re: PID 686592 – Corner TCH and Dickie Road, Borden-Carleton

As follow-up to our recent discussions, I am writing to request permission to attend the upcoming Council meeting on May 9th to present on DP Murphy's proposed use of the above property.

Since I understand that Council, as a regulatory body, would not be permitted to issue a letter of support for the project, the request at this stage is simply a letter on the zoning and that a Gas Bar is a permitted use in the applicable zone, Highway Commercial (HC). I would also, however, appreciate the opportunity to present to Council more generally on the proposed development and the benefits it would offer.

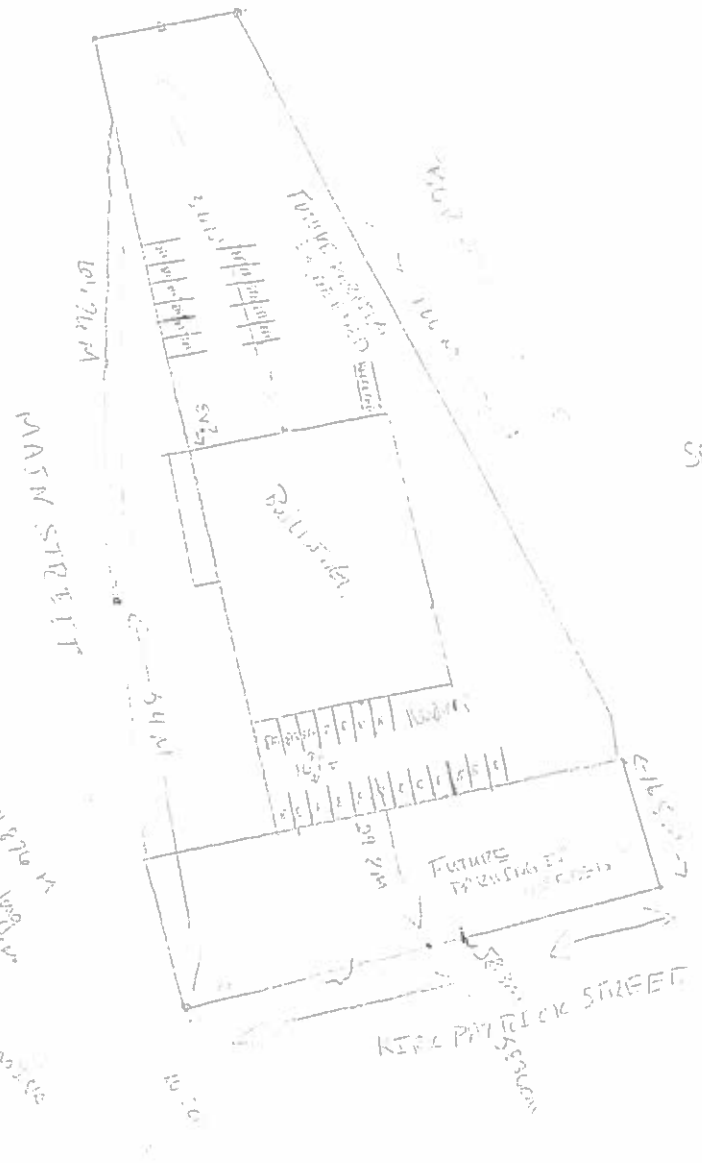
Such a discussion will help to ensure that Council is fully informed and will also assist DP Murphy's understanding as we move forward with subsequent applications for a development permit and IRAC approval.

Thank you in advance.

Sincerely,

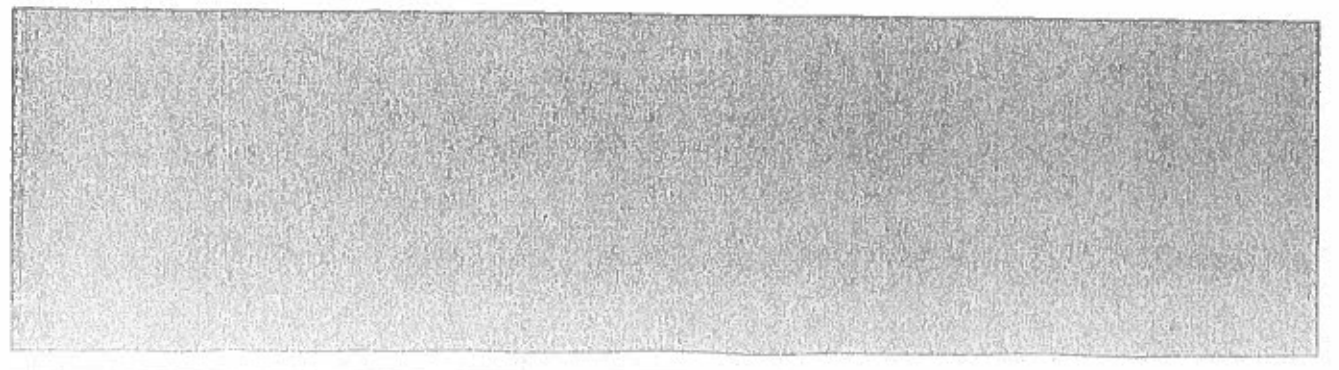


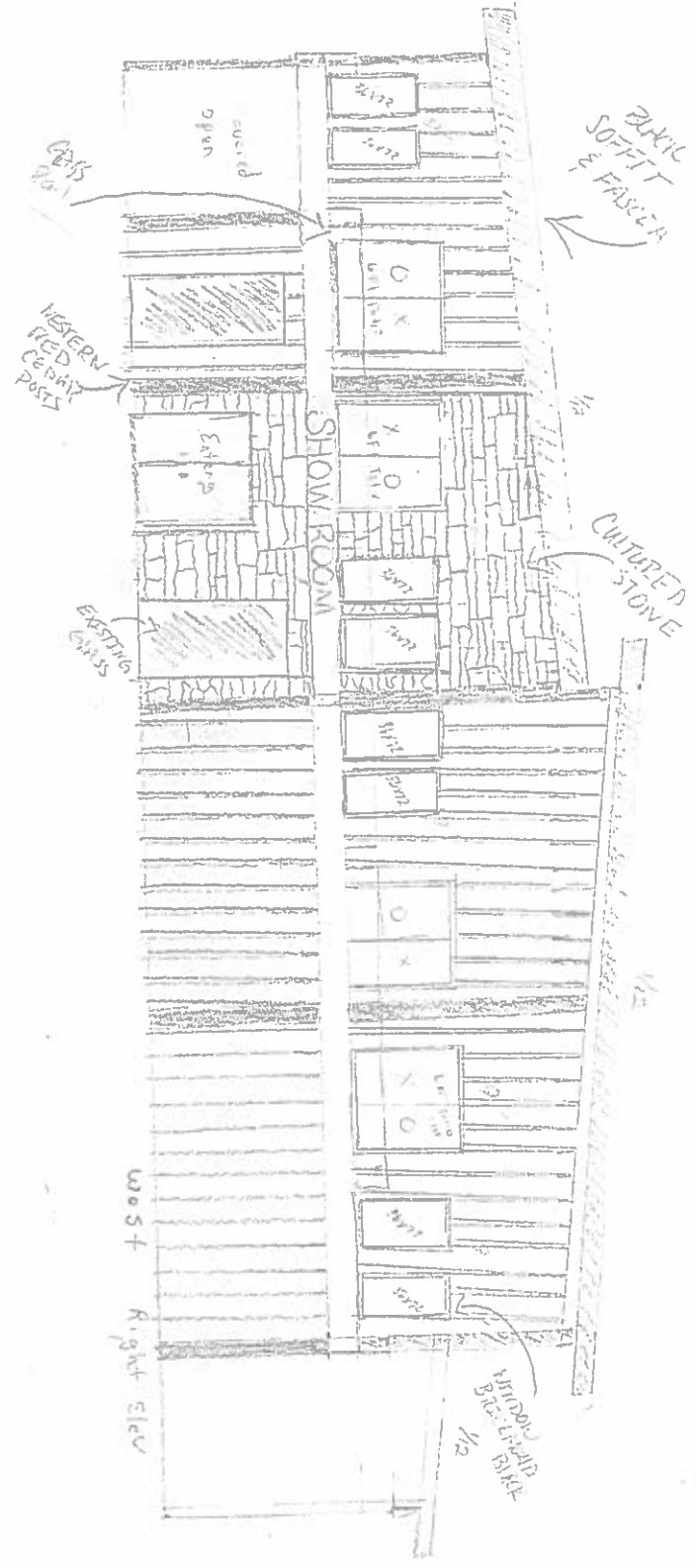
Danny Murphy
President



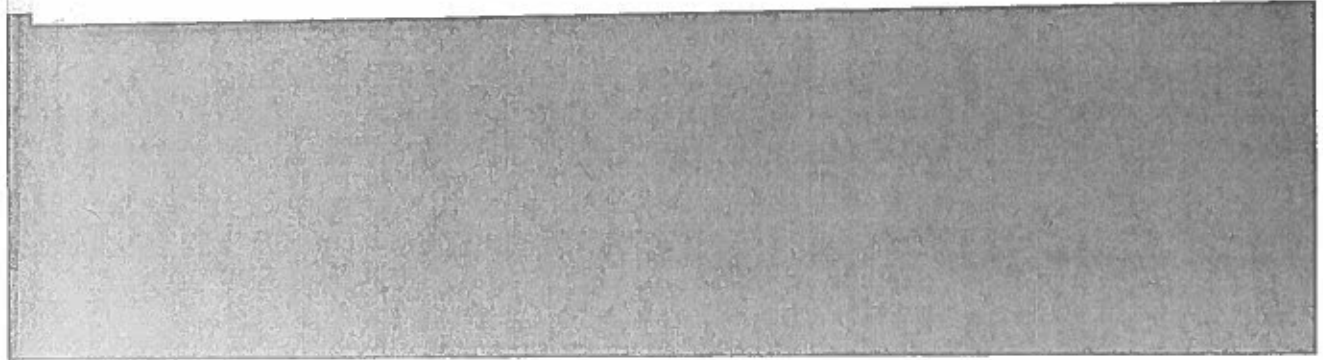
Tim McHatten
OWNER/OPERATOR

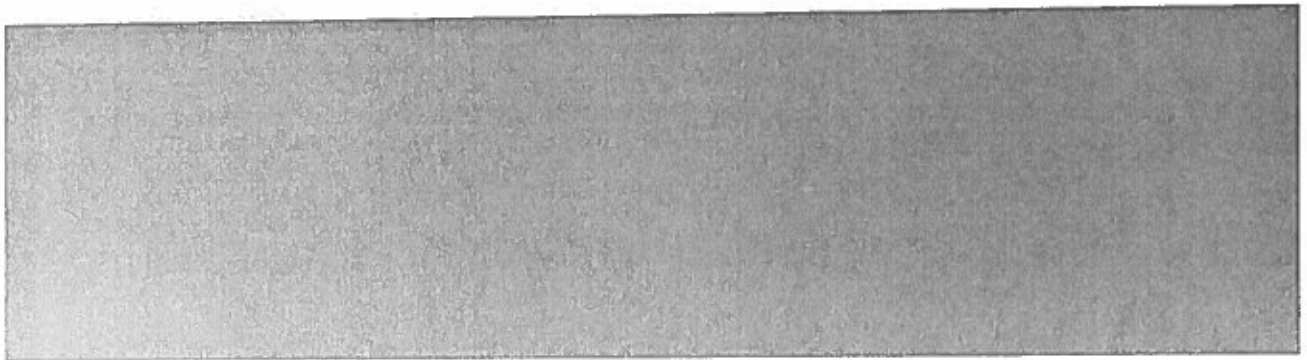
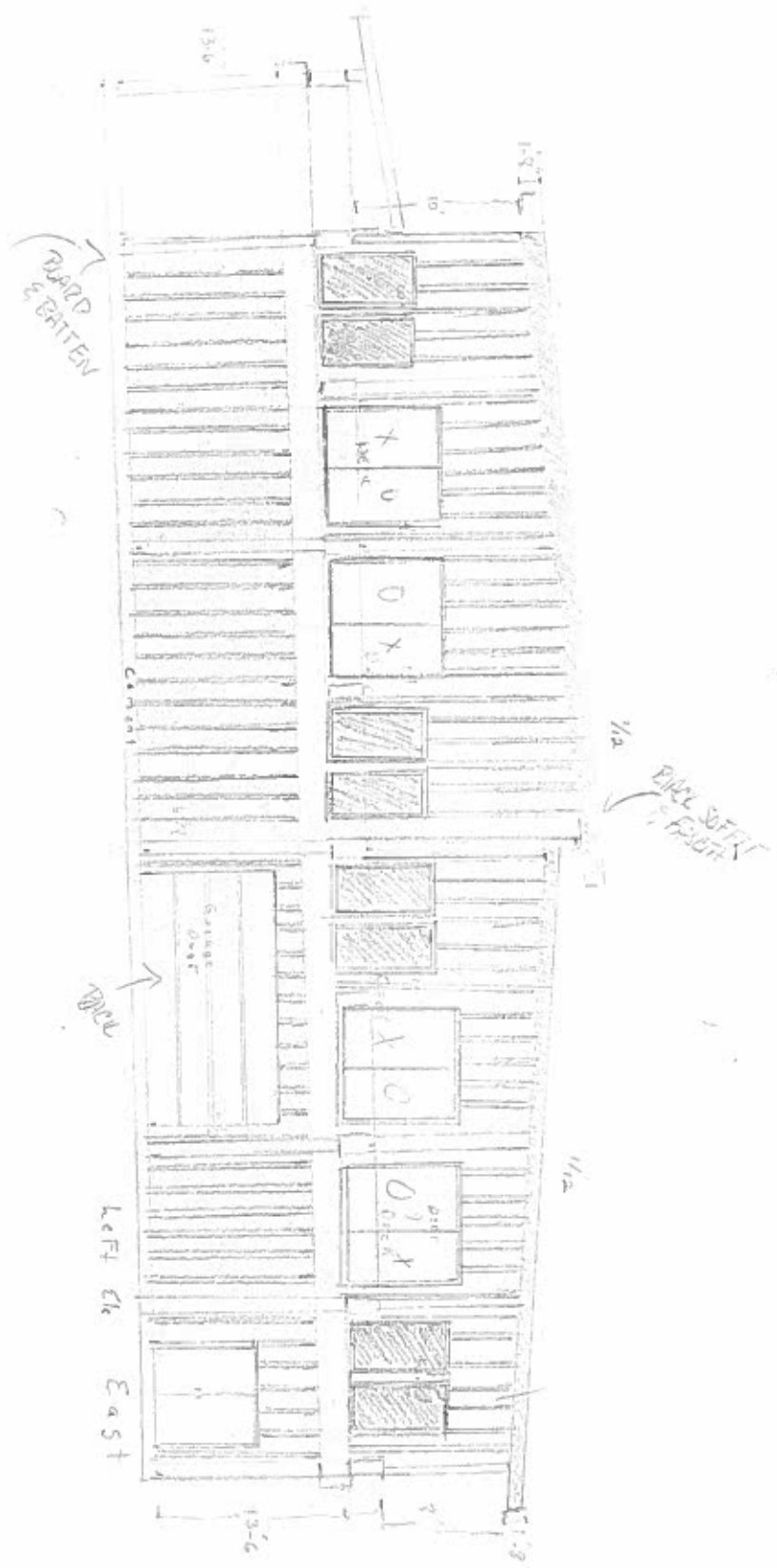
Tj's Building Centre
50 Gann Street
Charlottesville, PE
CIC 045
Tel: 902-370-3082
Fax: 902-370-3083
Call: 902-426-5203
tim@psawindows.com
www.psawindows.com

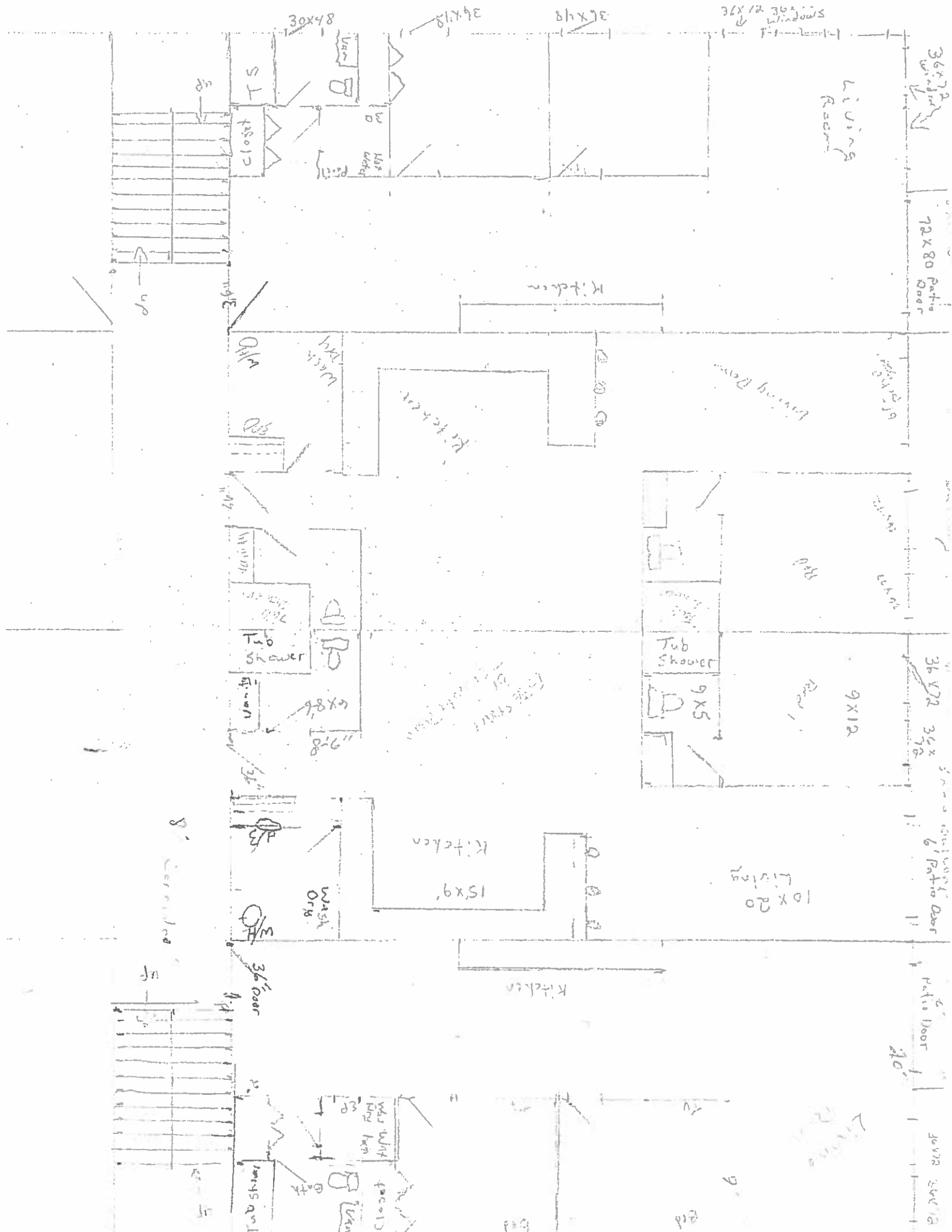




most + Right elev







admin@borden-carleton.ca

From: Juliana Granzoti <sswa.manager@gmail.com>
Sent: May 3, 2023 11:35 AM
To: admin@borden-carleton.ca
Cc: bcadmin@borden-carleton.ca; Blot Dina; Daphne Davey
Subject: Re: BC Council Meeting - May

Hello Joanne,

Thanks for the email and the reminder of the meeting next week.

South Shore Watershed Association is a registered charity that enhances and restores 5 local watersheds, Seven Mile Bay, Cape Traverse-Augustine Cove, Tryon Watershed, Westmoreland Watershed, and DeSable Watershed. The South Shore Watershed Association is made up of board members, community members, students & staff. We work year-long to help fund and support conservational projects along the South Shore. We connect landowners, agricultural producers, and other industries to funding for conservation projects.

SSWA is seeking local representation from Seven Mile Bay and Cape Traverse-Augustine Cove representatives to join our Board. SSWA is also looking to strengthen community relationships through activities involving landowners and seasonal landowners toward a sustainable environment, which we can help educate about local fauna and flora, especially coastal protection awareness. By partnering together, as a strong community, we can help our local wildlife, migratory birds, forest, and fish population thrive!

I have cc'ed SSWA Chair, Dina Blot, on this email - she is attending the meeting as well.

Please, let me know if you need any additional information.

Many thanks,
Juliana

On Wed, May 3, 2023 at 10:06 AM <admin@borden-carleton.ca> wrote:

Hi Juliana,

By way of introduction I am the admin assistant to the CAO in the Town of Borden-Carleton. I am reaching out to you this morning to request information from South Shore Watershed Association that we can incorporate into the Council package so that Council can be properly informed for the meeting on Tuesday, May 9th at 7 pm.

**BORDEN-CARLETON
MAYOR'S
POLICING REPORT
February, 2023**

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

The East Prince Detachment responded to a total of 14 calls for service to Borden-Carleton, during the month of February, 2023.

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

Community approved APP's are:

1. Youth Engagement / Aboriginal Community Engagement
 2. Traffic – Checkpoints/Traffic Enforcement
 3. Police / Community Relations – Police Visibility / Community Events
- Throughout February, officers continued with proactive patrols of the community. Several proactive patrols were conducted to educate youth and the general public on traffic safety and the rules of the road. Six Checkstops were conducted in Borden-Carleton this past month, with more than 120 vehicles checked for violations under the Provincial Highway Traffic Act.
 - This past month, on February 6th, 2023, Cst. David Brown had the pleasure of attending the Borden-Carleton EMO meeting at the Legion. There were many in attendance and the meeting was held to discuss the role of the Borden-Carleton Town Council with respect to Emergency preparedness. RCMP received their updated Emergency Management Plan, which will be kept on file at the East Prince RCMP Detachment.
 - On February 15th, 2023, as part of the RCMP's 150th year of serving Canadians, RCMP veterans and current serving officers celebrated Canada's flag in a flag raising ceremony in front of the RCMP Headquarters, in



Charlottetown. See below photo.



Prince District RCMP Members have reported 160 hours providing policing services to the Town of Borden-Carleton, during the month of February 2023. 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 local community and school activities.

RCMP Members and staff across the Division were encouraged and supported by Management, to participate in various volunteer roles which contribute, as recently announced, to the most successful Canada Games ever. RCMP Members were assigned to venues across the island during Canada Games competitions

throughout the two-week event. See below photo, with RCMP employees Cst. Amy Handrahan, and PSE Della Sweet.



On February 10, 2023, the Prince District JFO Unit arrested a male and seized cocaine, methamphetamine, and money. A search warrant was executed in Summerside, and the male was charged with possession of cocaine for the purpose of trafficking, along with several weapons offences. He was remanded into custody, and is due in court in March to answer to these charges.

East Prince RCMP Detachment Services Assistants processed four Criminal Record Checks were completed for residents of Borden-Carleton, for various reasons, including employment and volunteering.

OCCURRENCES	February 2023	Year to Date
Assaults (All Categories)	0	0
Break and Enters (Residence & Business)	1	1
Abandoned Vehicle	0	1

Theft of Motor Vehicle	0	0
Theft Under \$ 5000.00	0	2
Theft Over \$ 5000.00	0	0
Drugs (Possession)	0	0
Criminal Harassment	0	1
Drugs (Trafficking)	0	0
Information File	1	1
Traffic Violations	4	4
Traffic Collision	0	2
Trespass Act	0	1
Causing a Disturbance / Mischief (including public intoxication)	0	0
Impaired Driving	0	0
Sexual Assault/Interference	0	1
Immigration & Refugee Protection Act	0	1
CheckStops	6	8
False Alarms	0	1
Wellbeing Check	2	2
Total Calls for Service	14	26

Provincial Charges/Warnings for the month:

TRAFFIC	February 2023	Year To Date
Speeding Violation	1	1
Other Non-Moving Traffic Violation	1	1
Written warning	1	2

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



Acting S/Sgt. Neil Logan
District Commander
Prince District RCMP
902-436-9300



**BORDEN-CARLETON
MAYOR'S
POLICING REPORT
March, 2023**

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

The East Prince Detachment reports a total of 18 police files created for service to Borden-Carleton, during the month of March, 2023.

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

Community approved APP's are:

1. Youth Engagement / Aboriginal Community Engagement
 2. Traffic – Checkpoints/Traffic Enforcement
 3. Police / Community Relations – Police Visibility / Community Events
- Throughout March, officers continued with proactive patrols of the community. Several proactive patrols were conducted to educate youth and the general public on traffic safety and the rules of the road. Five Checkstops were conducted in Borden-Carleton this past month, with more than 100 vehicles checked for violations under the Provincial Highway Traffic Act.
 - On March 11th, 2023, Prince District RCMP teamed up with Fire Departments across Prince County, PEI, to carry out the first annual “Stetsons Vs. Helmets for Charity” hockey game. The event took place at the Cavendish Farms Arena in O’Leary, PE, and it was a huge success! Spectators from across Prince Edward Island attended and cheered for both teams, as they played to bring home the trophy! Over two thousand dollars was raised at the event, with the proceeds going to both the A&E Legacy Foundation, as well as the RCMP Fallen Members Fund. See photo below.





Prince District RCMP Members have reported 202 hours providing policing services to the Town of Borden-Carleton, during the month of March 2023. 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 local community and school activities.

The end of our fiscal year has arrived. We have exceeded most of our goals as set out in the Annual Performance Plan that we have developed in consultation with your community. Some highlights from the report are our community policing goal of 300 community contacts through volunteer work, attending community events etc, was exceeded by 357 for a total of 757 contacts throughout the district. We conducted 161 checkpoints, successfully completed 90 impaired driving investigations and increased our other criminal code driving charges from a target of 20 to 37 total charges. Through proactive policing, we were also able to decrease Thefts and Break and Enters with a target of 87 reported crimes to a total of 65. We

will continue to focus on prolific offenders in the future to ensure we keep that statistic on a downward trend.

East Prince RCMP Detachment Services Assistants processed eight Criminal Record Checks for residents of Borden-Carleton, for various reasons, including employment and volunteering.

OCCURRENCES	March 2023	Year to Date
Assaults (All Categories)	0	0
Break and Enters (Residence & Business)	0	1
Abandoned Vehicle	0	1
Theft of Motor Vehicle	0	0
Theft Under \$ 5000.00	1	3
Theft Over \$ 5000.00	0	0
Drugs (Possession)	1	1
Criminal Harassment	0	1
Drugs (Trafficking)	0	0
Information File	0	1
Traffic Violations	9	13
Traffic Collision	0	2
Trespass Act	0	1
Causing a Disturbance / Mischief (including public	0	0

intoxication)		
Impaired Driving	0	0
Sexual Assault/Interference	0	1
Immigration & Refugee Protection Act	0	1
CheckStops	5	13
False Alarms	2	3
Wellbeing Check	0	2
Total Calls for Service	18	44

Provincial Charges/Warnings for the month:

TRAFFIC	March 2023	Year to Date
Speeding Violation	2	3
Other Non-Moving Traffic Violation	2	3
Written warning	2	4

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

Acting S/Sgt. Neil Logan
District Commander
Prince District RCMP
902-436-9300



BORDEN-CARLETON FIRE DEPT.

MONTHLY REPORT

FLEET ISSUES	
TRUCK 1 GMC PUMPER	
TRUCK 3 STERLING TANKER	
TRUCK 4 FORD RESCUE	
TRUCK 5 FREIGHTLINER PUMPER	

DATE	INCIDENTS	LOCATION	MEMBERS
Feb 17	Alarm Call	Albany	5
Feb 17	Motor Vehicle Accident	Albany	7
Feb 25	MEDICAL CALL	BORDEN-CARLETON	7
March 7	Mutual Aid Call to Kirkora	Bedeque	13
March 7	MEDICAL CALL	Albany	10
March 18	Mutual Aid call to Kirkora	Albany	15
March 21	Electrical FIRE	BORDEN-CARLETON	8
March 26	MEDICAL CALL	BORDEN-CARLETON	11
April 11	Alarm Call	BORDEN-CARLETON	11
April 12	MEDICAL CALL	BORDEN-CARLETON	6
April 12	Alarm Call	BORDEN-CARLETON	9
April 22	MEDICAL CALL	BORDEN-CARLETON	8
April 30	Motor Vehicle Accident	Albany	10
May 2	MEDICAL CALL	BORDEN-CARLETON	5

Fire Chief

Shawn Jessome

05/04/23

Report to Council, Tuesday May 9th

The work on the arena roof has started. Fitz & Snow started on Friday, April 28th and will go until it is done, weather permitting. Once that is complete, we will start work on the inside.

Holly will be attending a Live Well PEI Community Leader workshop on May 24th. This is being offered through the PEI Public Health Office and the purpose of this workshop is to gather input on how the Chief Public Health Officer can support community leaders in developing health promotion projects, including through interactive online tools and grant criteria.

The ball field will now start being used regularly on Tuesday, Wednesday and Thursday evening by 3 of our provincial girls' softball teams. All of these teams will be travelling to Atlantic's and Nationals this year. Holly will be posting on our Facebook pages when they are having games, as this is a great opportunity for residents to see.

Bus season has started at the Marine Rail Park. The schedule of cruise ships coming in the Charlottetown port is quite extensive this year which means a large number of buses will be visiting the Summer. The following is a link to the cruise ship schedule.

<https://portcharlottetown.com/cruise-schedule/>

A Request for Quotations has been sent out in regards to the Town's flowerbeds and planters. The cut off date for quotes is May, 19th at 4pm.

Town awards nominations sheets were sent out in the mail last week to all Borden-Carleton residents.

PEI Planning Decisions

This feature contains land use planning decisions for the communities and municipalities under provincial planning authority and municipalities with local land use planning responsibility. Search for the status of a decision and other details about subdivision, development permits or recently approved municipal bylaw amendments, including rezonings.

To search the full directory, select **All** under **Application Type** and leave remaining fields blank.

The following municipalities are not covered by this site:

- City of Charlottetown
- City of Summerside
- Town of Cornwall
- Town of Stratford

For municipal contact information search the [Municipal Directory](#)

This feature contains records dating back to December of 2022. For older records, please reach out to your municipality using the municipal directory above or by contacting Provincial Planning at 902-368-5590.

Showing results 1-4 of 4

PID	Address, Community	Application Type	Application Details	Nature of Decision	Appeal By Date
1020569	103 Abegweit Boulevard, BORDEN-CARLETON	Development Permits	75' long x 10' wide addition to existing commercial building to enclose an existing covered deck	Approved	2023-02-18
210641	1208 Noonan Shore Road, BORDEN-CARLETON	Development Permits	Farm building (accessory building for feeding cattle)	Approved	2023-04-22
468280	243 Main Street, BORDEN-CARLETON	Development Permits	10' wide x 12' long accessory building (storage shed)	Approved	2023-03-08
856039	Lot 2011-2 Stewart Road, BORDEN-CARLETON	Development Permits	New single family dwelling	Approved	2023-04-22

Showing results 1-4 of 4

Published date: September 22, 2022

FINANCIAL REPORT FOR MARCH 2023

Below is a Cash Flow, Cash Balance and Loan Balance Report.

We monitor all accounts on a regular basis to prevent any overdraft charges

TOWN OF BORDEN-CARLETON CASH FLOW REPORT MARCH 31 2023

BANK ACCOUNTS	Opening	EFT Receipts	Cheques	Closing
Account	Balance	Deposits	EFT Payments	Balance
ARENA	53,886	146,021	23,183	176,724
TOWN	211,892	72,235	78,507	205,620
UTILITIES	134,111	19,415	66,213	87,313
Total Cash Flow	399,889	237,671	167,903	469,657
ACTIVITY Mar 2023	Opening		Transfers	Closing
RESERVES	Balance	Deposits	EFT Payments	Balance
Gas Tax ACCT	300,790	42,951	123,737	220,004
ACTIVITY JAN 2022	Opening		Principal Only	Closing
LOANS	Balance	Deposits	EFT Payments	Balance
Fire Truck 71-9	105,516		1,667	103,849
Sewer 72-9	438,679		2,627	436,052
Sewer Mains 74-9	66,918		278	66,640
Storm Drains 75-9	66,918		278	66,640
Water/Sewer 79-9	303,062		2,986	300,076
Total Loans Outstanding	981,093	0	7,836	973,257

Deposits & Bill Payments

We balance Cash and make deposits daily. This includes the Town, Utilities and Arena including the Canteen

We issue cheques and Transfer payments every two weeks on the same week Payroll is completed. This ensures all bills are paid on time.

Debit Card expenses realized as funds are transferred to the Debit Card Account

Credit Card expenditures realized monthly when paid out of the Town account

We ensure no account endures overdraft charges

Town of Borden-Carleton

Cheque Log for 1001 Credit Union Current Account from Mar 01, 2023 to Mar 31, 2023

Cheque N	Cheque Type	Payee	Amount	Cheque Date
16079	Payment	Ahearn, Randy	252.08	Mar 01, 2023
16080	Payment	Ahearn, Randy	252.08	Mar 01, 2023
16081	Payment	Bernard Arsenault, Nicole	197.08	Mar 01, 2023
16082	Payment	Palmer Thompson, Laurel	197.08	Mar 01, 2023
16083	Payment	Steele, Ashley	197.08	Mar 01, 2023
16084	Payment	Wood, Barb	197.08	Mar 01, 2023
16085	Payment	Stewart, Eric	177.08	Mar 01, 2023
16086	Payment	Allen, Larry	197.08	Mar 01, 2023
16087	Payment	Ahearn, Randy	74.09	Mar 01, 2023
16088	Payment	Holly Bernard	70.00	Mar 01, 2023
16089	Payroll	Bernard, Holly	1,449.35	Mar 09, 2023
16090	Payroll	QUOC BAO LE	1,578.14	Mar 09, 2023
16091	Payroll	Wentzell, Jim	1,839.16	Mar 09, 2023
16092	Payroll	Smith, Joanne	1,400.76	Mar 09, 2023
16093	Payment	Minister of Finance Justice & Public Safety	26,325.75	Mar 07, 2023
16094	Payment	Provincial Auto Parts	141.25	Mar 07, 2023
16095	Payment	Ceretti's Grocery & Hardware	644.98	Mar 07, 2023
16096	Payment	On The Go Property Maintenance	11,868.00	Mar 07, 2023
16097	Payment	Medacom Atlantic Inc.	261.63	Mar 07, 2023
16098	Payment	Xerox Canada LTD	115.24	Mar 07, 2023
16099	Payroll	Ranahan, Arthur	171.63	Mar 09, 2023
16100	Payroll	Gallant, Arthur	1,053.18	Mar 09, 2023
16101	Payroll	Bernard, Dennis	1,445.51	Mar 09, 2023
16102	Payroll	Henry, Laurie	85.61	Mar 09, 2023
16103	Payroll	Clark, Diane	261.08	Mar 09, 2023
16104	Payroll	Miles, Linda	268.72	Mar 09, 2023
16105	Payment	Prince Edward Island Potato Board	1,058.00	Mar 08, 2023
16106	Payment	Callbeck's Home Hardware	10.53	Mar 21, 2023
16107	Payment	Linde Canada Inc.	385.09	Mar 21, 2023
16108	Payment	Orkin Canada	40.25	Mar 21, 2023
16109	Payment	Xplore Business	289.42	Mar 22, 2023
16110	Payroll	Ranahan, Arthur	171.63	Mar 23, 2023
16111	Payroll	Bernard, Holly	1,449.35	Mar 23, 2023
16112	Payroll	Wentzell, Jim	1,839.16	Mar 23, 2023
16113	Payroll	QUOC BAO LE	1,578.14	Mar 23, 2023
16114	Payroll	Smith, Joanne	1,400.76	Mar 23, 2023
16115	Payroll	Bernard, Dennis	1,320.16	Mar 23, 2023
16116	Payroll	Ranahan, Arthur	171.63	Mar 23, 2023
16117	Payroll	Gallant, Arthur	1,072.09	Mar 23, 2023
16118	Payroll	Miles, Linda	469.04	Mar 23, 2023
16119	Payroll	Clark, Diane	380.26	Mar 23, 2023
Total Town Cheques issued March 2023			62,356.23	

JE#	Source #	Comment	Credits	Date
J1867	EFTMar23	RWAM Insurance Administrators Inc	340.66	Mar 01, 2023
J1898	RP 11/02_10/03	Payment for Visa Mar, 2023	740.04	Mar 08, 2023
J1902	EFTMar2023	Eastlink	238.97	Mar 09, 2023
J1907	EFTMar2023	Eastlink	94.26	Mar 10, 2023
J1919	CU 71	CU LN Payment FIRE TRUCK	2,249.80	Mar 16, 2023
J1916	EFTMar23	Bell Aliant	85.29	Mar 16, 2023
J1917	EFTMar23	Irving Energy Distribution & Marketing	393.77	Mar 16, 2023
J1923	Cash	Maritime Electric	260.85	Mar 20, 2023
J1924	Cash	Maritime Electric	72.15	Mar 20, 2023
J1925	Cash	Maritime Electric	993.49	Mar 20, 2023
J1926	CU-75	CU LN 075 PAYMENT STORM SEWER	647.61	Mar 20, 2023
J1932	EFT67085	Maritime Electric	723.08	Mar 21, 2023
J1980	BS	Service Charge	84.95	Mar 31, 2023
Online Payments Town March 2023			6,924.92	
TOTAL ALL PAYMENTS TOWN March 2023			69,281.15	

Gateway Arena

Cheque Log for 1001 Credit Union Current Account from March 01, 2023 to March 31, 2023

Cheque N	Cheque Type	Payee	Amount	Cheque Date
6282	Payment	Holly Bernard (Petty Cash)	600.00	Mar 01, 2023
6283	Payment	Advance Rentals	19.50	Mar 07, 2023
6284	Payment	ADL Foods	3,288.90	Mar 07, 2023
6285	Payment	Spring Valley Building Centre	137.76	Mar 07, 2023
6286	Payment	Ceretti's Grocery & Hardware	103.72	Mar 07, 2023
6287	Payment	On The Go Property Maintenance Inc.	3,737.50	Mar 07, 2023
6288	Payment	Frito Lay Canada - A Division of Pepsico Car	107.02	Mar 07, 2023
6289	Payment	Callbeck's Home Hardware	123.34	Mar 07, 2023
6290	Payment	Atlantic Beef Products	222.10	Mar 07, 2023
6291	Payment	Superior Sanitation Services Limited	2,946.21	Mar 07, 2023
6292	Payment	T&K Fire & Safety Equipment	329.02	Mar 07, 2023
6293	Payment	Spring Valley Building Centre	137.76	Mar 07, 2023
6294	Payment	Atlantic Beef Products	222.26	Mar 21, 2023
6295	Payment	Callbeck's Home Hardware	84.11	Mar 21, 2023
6296	Payment	ADL Foods	476.95	Mar 21, 2023
6297	Payment	Orkin Canada	68.20	Mar 21, 2023
6297	Payment	Orkin Canada	136.40	Mar 21, 2023
6298	Payment	Spring Valley Building Centre	137.76	Mar 21, 2023
6299	Payment	Spring Valley Building Centre	137.76	Mar 21, 2023
6305	Payment	Mid Isle Matrix Association	280.00	Mar 30, 2023
Total Arena Cheques issued March 2023			13,296.27	

JE#	Source #	Comment	Credits	Date
J1029	EFTIrving	Irving Energy Distribution and Marketing	718.53	Mar 06, 2023
J1080	EFTMar2023	Eastlink	122.19	Mar 09, 2023
J1088	BS	Bank Charges March 10	34.45	Mar 10, 2023
J1087	EFTMar23	Irving Energy Distribution and Marketing	628.76	Mar 10, 2023
J1114	EFTMar23	Irving Energy Distribution and Marketing	306.52	Mar 16, 2023
J1147	BS CU Charges	Bank Charges March 20	5.75	Mar 20, 2023
J1148	Cash	Maritime Electric	7,016.28	Mar 20, 2023
J1132	EFTIrving	Irving Energy Distribution and Marketing	221.83	Mar 20, 2023
J1170	EFT177560Mar	Irving Energy Distribution and Marketing	189.66	Mar 23, 2023

J1213	EFTIrving	Irving Energy Distribution and Marketing	357.89	Mar 28, 2023
J1218	EFTIrving	Irving Energy Distribution and Marketing	361.04	Mar 28, 2023
J1230	BS CU Charges	Bank Charges March 30 2023	5.00	Mar 30, 2023
J1236	BS	Service Charge	49.95	Mar 31, 2023
J1237	BS	Service charge	18.18	Mar 31, 2023

Online Payments Arena March 2023 **10,036.03**

TOTAL ALL PAYMENTS Arena March 2023 **23,332.30**

**Borden Carleton Sewer and Water Utility
Cheque Log for 1001 Cash in bank from Mar 01, 2023 to Mar 31, 2023**

Cheque N	Cheque Type	Payee	Amount	Cheque Date
3246	Payment	Environment Water and Climate Change	322.00	Mar 07, 2023
3247	Payment	Prince County Wastewater Management Ser	5,750.00	Mar 21, 2023
Total Utilities Cheques issued March 2023			6,072.00	

JE#	Source #	Comment	Credits	Date
J3642	BS	CU LOAN 079	3,286.36	Mar 01, 2023
J3673	EFTMar2023	Eastlink	285.20	Mar 09, 2023
J3678	BS	CU Charges March 10	17.20	Mar 10, 2023
J3683	BS	CU LOAN 072	5,049.95	Mar 14, 2023
J3704	Cash	Maritime Electric	50.42	Mar 17, 2023
J3705	EFTmar20	Maritime Electric	28.90	Mar 17, 2023
J3703	BS	Bank Service Charges March 20	5.75	Mar 20, 2023
J3706	BS	CU LOAN 074	647.61	Mar 20, 2023
J3707	EFT	Maritime Electric	115.18	Mar 20, 2023
J3708	EFT	Maritime Electric	1,799.16	Mar 20, 2023
J3709	EFT	Maritime Electric	62.25	Mar 20, 2023
J3710	EFT	Maritime Electric	72.58	Mar 20, 2023
J3711	EFT	Maritime Electric	60.74	Mar 20, 2023
J3712	EFT	Maritime Electric	347.13	Mar 20, 2023
J3713	EFT	Maritime Electric	100.98	Mar 20, 2023

Online Payments Utilities March 2023 **11,929.41**

TOTAL ALL PAYMENTS Utilities March 2023 **18,001.41**

Town of Borden-Carleton
Public Works -Streets- Lights Report
APR-MAY 2023

Some of activities during the months of APR-MAY that pertained to Public Works/Streets /Lights include:

Two new Street Lights were installed on Noonan Shore Road. After receiving a concern from a resident, one of the new lights was pointed away from the residence.

Residents on Main Street were advised about parking in the wrong direction on the street

Fencing was reinstated at the Memorial Park and debris cleared.

Partial Edging of the Sidewalks and Boardwalk has been completed. The sidewalks have been swept by our Contractor.

We have received a grant to employ Laurie for 12 weeks and he is helping Dennis with various duties.

A discussion has been held with an Engineer to complete an assessment on the Sidewalks and to prepare cost estimates to pave a number of the side streets this year.

Town of Borden-Carleton
Sewer – Water Report
APR-MAY 2023

Some of activities during the months of APR-MAY pertained to Sewer and Water include:

The quarterly sewer/water bills were issues during the first week in April. We had issued disconnect notices for 13 customers with outstanding balances for six months or more. Five of those customers were disconnected. Have since made payment arrangements and their water service has been turned back on.

Water has been turned on for four of our seasonal commercial water customers.

The contractor is back finishing the new Sewer main on Read Road and this job is expected to be complete by the end of May.

We have had several requests from Maritime Electric for information on location of our water service lines as they relocate poles in town. We do have mapping sheets of our Water & Sewer services and hope they are accurate.

We had an alarm alert for our Water Tower and the alarm went to our former operator. Apparently, this alarm is not with the same company that our other alarms are with. We are researching more information on this situation.

We will be replacing the UV lights at the Sewer Plant.

We have been advised that due to GAPP accounting rules, municipalities must assess retirement costs for the future closing of lagoons and any other contaminated assets. This will involve an assessment by an engineer to determine a value to be expensed and set up as a liability.

PEI

Cornwall 'still in the process of hoping' it can avoid RCMP backpay bill

Communities across Canada face similar bills

Kevin Yarr · CBC News · Posted: Apr 11, 2023 7:49 AM ADT | Last Updated: 4 hours ago



Cornwall still has a number of avenues to pursue to avoid paying the bill itself, says Mayor Minerva McCourt. (Submitted by Minerva McCourt)



The Town of Cornwall, P.E.I., has not yet made any plans to pay almost \$125,000 in backpay for RMCP services, still hopeful some other solution can be found.

The backpay is part of a collective agreement the federal government signed with the National Police Federation. Municipalities had been hoping last month's federal budget would include money to cover the backpay, but instead municipalities were given two years to cover the retroactive costs.

Cornwall's budget has already written and approved a \$5.4 million budget for 2023-24. Because the town cannot run a deficit, covering any of the backpay would mean cutting services or increasing taxes.

"We have not looked at either," Cornwall Mayor Minerva McCourt told Island Morning host Laura Chapin.

"We're still in the process of hoping that this has not finally been decided. There's still people working on it."

The town is still consulting with the Canadian Federation of Municipalities, the Federation of P.E.I. Municipalities, and the provincial and federal governments to come up with a solution, said McCourt.

Town may have to adapt

The RCMP backpay is one of a number of unexpected expenses the town has faced in recent years, said McCourt.

"The town budgets very conservatively. We've come through Fiona and we've come through COVID, all unexpected events," she said.

"There's nothing for sure right now. We're meeting with our partners, and we've come through these other events and we adapted, and if need be we will do that with the RCMP."

Cornwall is not alone in facing this situation. Communities across Canada are contemplating ways to pay the bill. On P.E.I., the Town of Stratford owes an estimated \$188,000.



- [P.E.I. towns on hook for hundreds of thousands in RCMP backpay](#)
- [As Mounties celebrate pay raise, municipalities look to upcoming budget for federal help](#)

Smaller municipalities on the Island, including Tignish, Alberton, O'Leary, Borden-Carleton, Three Rivers and Souris, are also policed by RCMP. But through an agreement with the province, these communities will not be responsible for retroactive RCMP costs.

A similar arrangement is one of the options being pursued by Cornwall, said McCourt.

If efforts to avoid the bill fail, the city will make adjustments to this year's budget to spread the payments out over two years, she said.

More from CBC P.E.I.

- [Black chamber of commerce launches P.E.I. chapter](#)
- [Alberta ad campaign urging Prince Edward Island workers to go west](#)

With files from Laura Chapin

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FEB 23 2023

Housing Challenge program accelerates development of over 250 new units on Prince Edward Island

A total of 48.7 million dollars in market rental housing and subdivision developments will be built for Islanders through the Housing Development Challenge program.

The provincial government launched the program last November to create more housing across Prince Edward Island. Finance PEI offered loans at a 2 per cent interest rate for a 10-year term over 25 years.

To date, 13 projects have been approved, amounting to 221 units and 45 lots. The projects are:

- Greensview3 Limited Partnership – 15 units – Stratford
- Kreative Rentals – 22 units – Montague
- Anchored Construction Group – 20 units – Montague
- Layton & Martin Graham – 6 units – Tignish
- M&S Rentals. – 18 units – Kensington
- OAS Trailside Developments – 24 units – Charlottetown
- North Shore Investments – 16 units – Morell
- R.E.M. Properties – 24 units – Miscouche
- Z&C Flourish International – 24 units – Charlottetown
- IPAX – 28 units – Summerside
- Arsenault Bros Holdings. – 24 units – Summerside
- MDB Ventures – 20 lots – Montague
- Doyle & Feehan Construction – 25 lots – Pleasant Grove

“Collaborative initiatives are what’s needed to build more units, increase the vacancy rate and create more attainable housing for Islanders. This fund provides resources to developers to help bring about more housing for people from east to west.”

- Social Development and Housing Minister Matthew MacKay

“We’re focused on doing everything we can to help create more housing in both rural and urban areas of Prince Edward Island,” said Minister of Economic Growth, Tourism and Culture Bloyce Thompson. “We know we need to work together and quickly. These projects will help us work towards our goal of ensuring all Islanders have a place to call home.”

With the strong interest in the program, applications will continue to be accepted for future consideration of extending the program to a second round of recipients.

Jim Wentzell

From: Municipal Affairs Division <municipalaffairs@gov.pe.ca>
Sent: May 2, 2023 12:44 PM
To: badmin@borden-carleton.ca
Subject: Municipal news, and more. 🏠

[View this email in your browser](#)



Dear Jim,

Thank you for taking the time to read this e-newsletter. Please send topic suggestions to municipalaffairs@gov.pe.ca

In this e-newsletter:

- News - department change
- Municipal Affairs - What do we do?
- Disaster Mitigation and Adaptation Fund
- To Do

Department News

To better align workflow and priorities, Municipal Affairs has moved from the Department of Fisheries and Communities to the Department of Housing, Land and Communities. Housing, land use and communities are the key components

of municipal government. Municipal Affairs has the same location, same staff, same contact information, just a different department name.



Municipal Affairs - What do we do?

Mission Statement

Provide quality advice and information to municipal governments and build awareness and support for local governance and service delivery.

Legislation and Regulations

Municipal Affairs helps create and update legislation and regulations dealing with municipal government. Municipal Government Act - MGA and its regulations.

Regulations in effect:

- Access to Information and Protection of Personal Information Regulation
 - Regulations that govern access to information and protection of personal information.
- Campaign Contributions and Election Expenses Bylaw Regulations
 - Regulations that outline the required content for a municipality's mandatory bylaw for campaign contributions and election expenses.
- Code of Conduct Regulations

- Regulations that outline the required content for a municipality's mandatory bylaw for code of code pursuant to section 107(1) and clause 261(1)(e) of the *Municipal Government Act*.
- **Financial Plan Regulations**
 - Regulations regarding municipal financial planning, budgeting, and reporting.
- **General Regulations**
 - Regulations regarding specific notice requirements and insurance obligations.
- **Municipal Election Regulations**
 - Regulations that govern the running and conduct of municipal elections.
- **Procedural Bylaw Regulations**
 - Regulations that outline the minimum content for a municipality's mandatory procedural bylaw.
- **Principles, Standards and Criteria Regulations**
 - Regulations related to municipal restructuring and the creation of new municipalities.
- **Plebiscite Regulations**
 - Regulations that govern the conduct of a municipal plebiscite.
- **Records Retention Regulations**
 - Regulations that govern the definition of a record and record keeping requirements

Municipal Government Transparency and Public Reporting

- **Municipal directory** contains a list of municipal contacts, office location and hours, bylaws that have been filed with Municipal Affairs and more.

- Municipal Financial Statements are listed online when filed with Municipal Affairs for public viewing and are required to be available to the public in the municipality.

Municipal Government Awareness and Support

- Awareness via social media tools, websites, and presentations:
 - Visit Municipal Government Main website
 - Visit the PEI Municipal Elections Website
 - Visit our YouTube page
 - Visit our Twitter page
 - Sign up for our newsletter
- Support in terms of funding, equalization, grants, training, and advisory role:
 - Training

Local Governance and Sustainability

Municipal Affairs promotes share services opportunities to support local governance and sustainability:

- Shared municipal office
- Shared CAOs
- Share emergency measures planning
- Continue to encourage municipalities to work together for the benefit of citizens.

Disaster Mitigation and Adaptation Fund

The Disaster Mitigation and Adaptation Fund provides funding for projects that include new construction of public infrastructure or the modification or reinforcement of existing public infrastructure that help communities withstand natural disasters and climate-related risks.

Jim Wentzell

From: Jesse MacDougall <jwmacdougall@gov.pe.ca>
Sent: March 16, 2023 10:15 AM
To: Jesse MacDougall
Cc: Darlene Rhodenizer; Curtis Lumsden
Subject: CCBF Project Officer Notice

Good Morning,

I am writing to inform you that I will be leaving the Infrastructure Secretariat for another opportunity effective March 31st. It has been a great pleasure to get to know the folks who keep our municipalities running and to assist with New Deal/Gas Tax/Canada Community-Building Fund (CCBF) funding throughout the years. I am leaving you in the capable hands of Curtis Lumsden who has been with the Infrastructure Secretariat for almost 4 years and has quite a bit of experience working with the CCBF program. You can reach Curtis at cslumsden@gov.pe.ca or 902-368-6637. You may also reach out to Darlene Rhodenizer, Provincial Infrastructure Manager, with any CCBF related questions.

All the best,

Jesse MacDougall, C.Tech | Project Officer
PEI Infrastructure Secretariat
Department of Transportation and Infrastructure
85 Fitzroy Street, Suite 301, Charlottetown, PE C1A 1R6
Office: (902) 620-3631 | Cell: (902) 626-8757 | Fax: (902) 620-3383



Jim Wentzell

From: New Charlottetown Project <newcharlottetownproject@eastlink.ca>
Sent: March 10, 2023 11:28 AM
To: newcharlottetownproject
Subject: Local Choice P.E.I. : A municipal electoral reform initiative

Hello!

You may have already received, or will soon be receiving, an 8½" x 11" envelope addressed to Municipal Council. In it are envelopes addressed to the mayor and each councillor.

Local Choice is a nation-wide grassroots campaign for proportional representation at the municipal level. We are calling on the next provincial government to give municipalities a choice in the voting method they want to use for their municipal elections. Currently, the Municipal Government Act allows only for a first-past-the-post electoral system. You can start the conversation within your council about proposing a motion to amend the Municipal Government Act to create enabling legislation, that would, among other things, allow municipalities to adopt alternate voting systems (such as preferential ballots).

To read how one Canadian city switched from first past the post to ranked ballot elections, click this link:
<https://www.unlockdemocracy.ca/londonleads>

Please feel free to forward this to all council members. I would be happy to answer any questions you or they may have.

Thank you and have a good day.

--

Barbara Dylla, Coordinator
902-367-2428
LOCAL CHOICE P.E.I.
<https://newcharlottetownproject.ca/local-choice-pei>



LOCAL
CHOICE
P.E.I.

Every town is different

The Local Choice Statement

Prince Edward Island's municipal elections often suffer from low levels of participation, low turnover, and poor representation of women, visible minorities and tenants.

While cities and towns across North America are using innovative methods to make their local elections more participatory, diverse and fair, our cities and towns in Prince Edward Island are severely restricted by the Municipal Government Act.

We propose that municipalities be given more choice, allowing them to customise their local elections based on local needs. Each PEI municipality is unique and there is no "one size fits all" solution.

We call on the PEI government to create enabling legislation that gives more choice to PEI's municipalities while also laying down parameters to regulate any moves towards reform.

The legislation would provide new regulations for tools such as runoff voting, municipal parties, single transferable vote, pre-election contribution disclosure, weekend voting, or others.

We are not advocating any specific reform. No municipality should be forced to change its system. This legislation would simply provide local councils with options, enabling them to open the door to local democratic renewal and to choose the system that best fits the unique needs of their community.

Jim Wentzell

From: Jamie Fox <jdfoxmla@assembly.pe.ca>
Sent: April 28, 2023 9:22 PM
To: Carleton,Borden (bcadmin@borden-carleton.ca)
Subject: Fwd: Possible New Petroleum Application

FYi, please distribute to all Council members.

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From: Jamie Fox
Sent: Wednesday, April 26, 2023 11:03:37 AM
To: Amacewen@irac.pe.ca <Amacewen@irac.pe.ca>
Subject: Possible New Petroleum Application

Good morning,

It has come to my attention that DP Murphy Inc or a company connected to them, will be making application to establish a new petroleum outlet in Borden-Carleton.

With that in mind, presently there is three petroleum outlets within five minutes of each other. There has also is a new petroleum outlet in Port Elgin. This would provide for five existing stations within a small geographical area.

With the path to lower carbon emissions and move to electric vehicles, the need to grant a new license should not be allowed.

It will be my intention to bring forward in the Legislative Assembly a Motion and or a change in the Act to place a freeze on any new petroleum licenses being issued by IRAC.

Respectfully yours,

Hon. Jamie Fox

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Town of Borden-Carleton, PEI
A Bylaw to Regulate the Proceedings of Council
Bylaw # 2023-01

BE IT ENACTED by the Council of the Town of Borden-Carleton as follows:

PART I – INTERPRETATION AND APPLICATION

1. Title

1.1. This Bylaw shall be known as, and may be cited as the "Procedural Bylaw".

2. Authority

2.1. Subsection 86(2)(e) of the *Municipal Government Act* R.S.P.E.I. 1988, Cap. M-12.1., provides that a council must establish a procedural bylaw to regulate its proceedings in accordance with the Act.

3. Application

- 3.1. This bylaw applies to all members of Council, the Chief Administrative Officer (CAO), members of Council Committees, the Town of Borden-Carleton employees, those who appear before Council and members of the general public.
- 3.2. When any matter relating to proceedings arise which is not covered by a provision of this bylaw or the Act, the matter shall be decided by reference to Robert's Rules of Order.
- 3.3. In the event of any conflict between the provisions of the Act and this bylaw, the Act will prevail.

4. Definitions

- 4.1. "Chief Administrative Officer" or "CAO" means the administrative head of a municipality as appointed by Council under subsection 86(2)(c) of the *Municipal Government Act*.
- 4.2. "Council" means the Mayor and other members of the Council of the municipality.
- 4.3. "Councillor" means a member of Council other than the Mayor.
- 4.4. "Place" includes, in respect of information or a notice or other document to be posted, or a meeting to be held, by electronic means, the electronic location where the information, notice or document may be found or the electronic meeting may be accessed.
- 4.5. "Point of information" means the procedural mechanism by which a member may present or receive information of interest to Council.
- 4.6. "Point of order" means the procedural mechanism by which a member may rise where this by-law or any other procedural legislation is believed to have been infringed.

The Town of Borden-Carleton, PEI
A Bylaw to Regulate Access to Information and Protection of Personal Information
Bylaw # 2023-02

BE IT ENACTED by the Council of the Town of Borden-Carleton as follows:

1. Title

- (1) This bylaw shall be known and cited as the "Access to Information and Protection of Personal Information Bylaw."

~~2.~~ Definitions

SEPARATE FILE

- (1) "Act" means the Municipal Government Act.
- (2) "Applicant" means a person applying for access to information under the Act or this bylaw.
- (3) "Chief Administrative Officer" or "CAO" means the administrative head of the municipality as appointed by council under subsection 86(2)(c) of the *Municipal Government Act*.
- (4) "Coordinator" means an Access to Information and Protection of Privacy Coordinator appointed by Council in accordance with the Regulations and this bylaw.
- (5) "Council" means the Mayor and Councillors for the Municipality
- (6) "Development" means development as defined in the *Planning Act* R.S.P.E.I. 1988, Cap P-8.
- (7) "Law enforcement" means
- (a) policing, including criminal intelligence operations,
 - (b) a police, security or administrative investigation, including the complaint giving rise to the investigation, that leads or could lead to a penalty or sanction, including a penalty or sanction imposed by the body conducting the investigation or by another body to which the results of the investigation are referred, or
 - (c) proceedings that lead or could lead to a penalty or sanction, including a penalty or sanction imposed by the body conducting the proceedings, or by another body to which the results of the proceedings are referred.
- (8) "Municipality" means the Town of Borden-Carleton.
- (9) "Personal information" means personal information as defined in clause 1(i) of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I, 1988, Cap. F-15.01, but does not include a person's address.
- (10) "Record" means any information that a municipality is required to provide access to under subsection 147(1) of the *Municipal Government Act*.



Borden-Carleton
The coastal heart of PEI!

May 04 2023



**PEI DISCOVERY
& RESEARCH CENTRE**

PEI DISCOVERY & RESEARCH CENTRE

On April 11, 2023 Council received a presentation from the PEI Discovery and Research Centre who is looking for a home and requested that Council consider partnering with them

Land/Building

It was mentioned that the Town would be required to donate the land or an existing building could be purchased and renovated.

All three levels of government own land in the Town several locations could be suitable for a PEI Discovery & Research Centre.

Capital Costs to the Town

If the infrastructure Program was used for Funding, the Town's cost would be approximately one third of the Total

It was stated that the Town would be responsible to finance 1/3 of the cost and lease the facility to the Centre who would reimburse the Town's monthly mortgage payments as rent. It is possible for the Town to name such a project as a #1 priority with the Infrastructure Program

With the Town a partner and the Centre a non-profit charitable organization, I foresee numerous funding opportunities. FCM Green funds, Health Canada, etc.

Yearly Subsidies

The letter to the Town states community would "likely be required to provide yearly subsidies This could be a concern to Town Council. However, subsidies can be avoided by having corporate and government sponsors and other fundraising incentives

Location, Location, Location

I foresee so many benefits if the Science Centre was in Borden-Carleton

It would have more visibility here and its own identity. It would not just be another attraction in Summerside or Charlottetown, it would BE THE ATTRACTION (along with the Bridge)

Town of Borden-Carleton
PO Box 89
Borden-Carleton PE C0B 1X0
Tel: 902-437-2225 Fax: 902-437-2610
www.borden-carleton.ca

With Borden-Carleton being the Gateway to PEI, every car, person, bus coming across the Bridge will take notice of the Science Centre

We have hundreds of tour buses from the Cruise ships coming to our Rail-Park, This gives them another activity to enjoy and a longer stay in our town.

Being a year-round attraction, it would encourage more year-round places to eat to establish in the Town, maybe even create interest for a hotel in the Town. (Also, additional year-round employment)

Recommendation

It is recommended that the Town express a willingness to partner with the PEI Discovery & Research Centre to establish the research Centre in Borden-Carleton and to work with the Centre to pursue funding for the project.

Jim Wentzell

CAO

bcadmin@borden-carleton.ca

**RESOLUTION BY
THE TOWN OF BORDEN-CARLETON**

Date: May 09, 2023

It is moved by _____

and seconded by _____

Whereas on March 30, 2023 Council approved the 2023 Capital Budget for the Town, Arena and Utilities, that the Town of Borden-Carleton Gateway Arena make an application to the Rural Growth Initiative Programs to fund Heat Pumps for the Borden-Carleton Rail Park Main Building; and that the project be designated as priority number 2023-02.

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 Passed: Yes _____ No _____

Signed by Mayor Randy Ahearn

Signed by Administrator Jim Wentzell



Town of Borden-Carleton

Regular Council Meeting Minutes

May 9th, 2023 – 20 Dickie Road Borden-Carleton, PE

7:00pm

PRESENT: Mayor Randy Ahearn, Deputy Mayor Larry Allen, Councillor Barb Wood, Councillor Nicole Arsenault-Bernard, Councillor Eric Stewart, Councillor Laurel Palmer-Thompson and Councillor Ashley Steele.

ALSO PRESENT: Staff: Chief Administrative Officer, Jim Wentzel
Administrative Assistant to CAO, Joanne Smith

1. CALL TO ORDER:

Mayor Randy Ahearn called the meeting to order at 7:00 p.m.

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.

There were no conflicts of interests declared at this council meeting.

3. ADOPTION OF THE AGENDA:

It was duly moved by Councillor and seconded by Councillor
THAT the agenda be approved as presented.

MOTION CARRIED...(RR#23-05-01)

4. APPROVAL OF PREVIOUS MINUTES:

It was duly moved by Councillorand seconded by Councillor
THAT the minutes of the March 14th, 2023 regular Council meeting be adopted as presented.

MOTION CARRIED... (RR#23-05-02)

It was duly moved by Councillor and seconded by Councillor
.....

THAT the minutes from the special council meeting held on March 20th, 2023 be approved as circulated.

MOTION CARRIED...(RR#23-05-03)

It was duly moved by Councillorand seconded by Councillor THAT the minutes from the special council meeting held on March 30th, 2023 be approved as presented.

MOTION CARRIED.... (RR#23-05-04)

It was duly moved by Councillorand seconded by Councillor THAT the minutes from the special council meeting held on April 11th, 2023 be approved as presented.

MOTION CARRIED.... (RR#23-05-05)

5. PRESENTATION:

**5.1 Danny Murphy – DP Murphy Group of Companies – Proposed Development
PID#3686952**

5.2 Tim McHatten – Proposed Development – 156 Borden Avenue

5.3 Juliana Fernandes Granzoti – South Shore Watershed Association (SSWA) – How the Town can be involved with the SSWA

6. COMMITTEE REPORTS:

6.1 Police Report:

The RCMP report for the months of February 2023 and March 2023 submitted by Acting Sergeant Logan were presented by Councillor

It was duly moved by Councillor and seconded by Councillor

THAT the policing reports for the Town of Borden-Carleton be accepted as presented.

MOTION CARRIED (RR#23-05-06)

6.2 Fire Department Report

The Fire Department report for the month of April 2023 was presented by Councillor

It was duly moved by Councillorand seconded by Councillor

THAT the Fire Chief's report submitted by Fire Chief Shawn Jessome be accepted as presented.

MOTION CARRIED (RR#23-05-07)

6.3 Recreation Director's Report:

The Recreation Director's Report for the month of April 2023 was submitted and found in the Council package.

It was duly moved by Councillor and seconded by Councillor

THAT the Recreation Director's report for the month of April 2023 be accepted as presented.

MOTION CARRIED(RR#23-05-08)

6.4 Properties and Planning Report:

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

It was duly moved by Councillor and seconded by Councillor

THAT the Properties and Planning Committee report be accepted as presented.

MOTION CARRIED ...(RR#23-05-09)

6.4.1 Planning Permits Issued February 2023- April 2023

A report of the development permits issued for the months of February, March and April 2023 was circulated to Council.

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

- 6.5.1 Cash Flow Report April 2023
- 6.5.2 Disbursement Listing April 2023

Councillor Eric Stewart presented the Finance and Administration report for the month of April 2023.

A list of cheques and disbursements for the month of April 2023 was included in the report for Council's review.

Monthly totals: Town
 Arena
 Utility

It was duly moved by Councillorand seconded by Councillor
THAT the Finance and Administration report be accepted as presented.

MOTION CARRIED.... (RR#23-05-10)

6.6 Public Works/Streets and Lights Report

Councillorgave a report on the activities of the Public Works/Streets and Lights Committee.

It was duly moved by Councillorand seconded by Councillor

THAT The report from the Public Works/ Streets and Lights Committee be accepted as presented.

MOTION CARRIED(RR#23-05-11)

6.7 Water and Sewer Report

A report included in the Council package summarizing Water and Sewer utilities activities for the month.

It was duly moved by Councillorand seconded by Councillor

THAT the Water and Sewer report for the month of April 2023 be accepted as presented.

MOTION CARRIED(RR#23-05-12)

7. EXTERNAL REPORTS:

7.1 Borden Area Development Corporation (BADC) Report:

7.2 Destination Borden-Carleton:

8. CORRESPONDENCE:

INFORMATION ITEMS:

8.1 CBC article dated April 11, 2023

8.2 Projects Funded through Housing Challenge Program (dated February 23, 2023)

8.3 Resignation of Jesse MacDougall as Project Officer – PEI Infrastructure Secretariat

8.4 A Municipal Electoral Reform Initiative – Proportional Representation

8.5 Email from Hon. Jamie Fox (dated April 28, 2023)

9. UNFINISHED BUSINESS:

9.1 Procedural Bylaw #2023-01 – Second Reading and Formal Adoption

Resolution 1

**Moved by Councillor
Seconded by Councillor**

WHEREAS Subsection 86(2)(e) of the Municipal Government Act R.S.P.E.I.1988. Cap. M-12.1., provides that a council must establish a procedural bylaw to regulate proceedings in accordance with the Act.;

AND WHEREAS it is deemed desirable to provide rules for:

- a) The calling of meetings of Council and its Committees;
- b) The procedures of Council;
- c) The calling of public meetings of Council;
- d) The behaviour of Council members and members of the public present at meetings of Council and its Committees; and
- e) The establishment of Committees of Council.

AND WHEREAS the bylaw was read a first time at a regular council meeting held on February 14th, 2023 and approval of first reading was given at a regular council meeting held on March 14th, 2023.

BE IT RESOLVED THAT the Town of Borden-Carleton Procedural Bylaw (Bylaw #2023-01) be hereby read a second time.

MOTION CARRIED(RR#23-05-13)

Resolution 2

**Moved by Councillor
Seconded by Councillor**

WHEREAS Subsection 86(2)(e) of the Municipal Government Act R.S.P.E.I.1988. Cap. M-12.1., provides that a council must establish a procedural bylaw to regulate proceedings in accordance with the Act.;

AND WHEREAS it is deemed desirable to provide rules for:

- f) The calling of meetings of Council and its Committees;
- g) The procedures of Council;
- h) The calling of public meetings of Council;
- i) The behaviour of Council members and members of the public present at meetings of Council and its Committees; and
- j) The establishment of Committees of Council.

AND WHEREAS the Procedural Bylaw (Bylaw #2023-01) was a read a first time at a regular council meeting held on February 14th, 2023 and approval of first reading was given at a regular council meeting held on March 14th, 2023;

AND WHEREAS the bylaw was read a second time at this meeting.

BE IT RESOLVED THAT the second reading of the Town of Borden-Carleton Procedural Bylaw (Bylaw #2022-01) be hereby approved.

MOTION CARRIED..... (RR#23-05-14)

Resolution 3

**Moved by Councillor
Seconded by Councillor**

WHEREAS Subsection 86(2)(e) of the Municipal Government Act R.S.P.E.I.1988. Cap. M-12.1., provides that a council must establish a procedural bylaw to regulate proceedings in accordance with the Act.;

AND WHEREAS it is deemed desirable to provide rules for:

- k) The calling of meetings of Council and its Committees;
- l) The procedures of Council;
- m) The calling of public meetings of Council;
- n) The behaviour of Council members and members of the public present at meetings of Council and its Committees; and
- o) The establishment of Committees of Council.

AND WHEREAS the Procedural Bylaw (Bylaw #2023-01) was a read a first time at a regular council meeting held on February 14th, 2023 and approval of first reading was given at a regular council meeting held on March 14th, 2023;

AND WHEREAS the bylaw was read and approved a second time at this meeting.

BE IT RESOLVED THAT the Town of Borden-Carleton Procedural Bylaw (Bylaw #2023-01) be hereby formally adopted.

MOTION CARRIED..... (RR#23-05-15)

9.2 Freedom of Information and Privacy Bylaw #2023-02 – Second Reading and Formal Adoption

Resolution 1

**Moved by Councillor
Seconded by Councillor**

WHEREAS Division 5, Section 147 of the *Municipal Government Act*, R.S.P.E.I. 1988, cM-12.1 mandates a Town Council to enact a bylaw that regulates access to information collected within their jurisdiction;

AND WHEREAS Division 5, Section 148 of the *Municipal Government Act*, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that protect personal information collected by the municipality;

BE IT RESOLVED THAT the Town of Borden-Carleton Access to Information and Protection of Personal Information (Bylaw #2023-02) be hereby read a second time.

MOTION CARRIED(RR#23-05-16)

Resolution 2

**Moved by Councillor
Seconded by Councillor**

WHEREAS Division 5, Section 148 of the *Municipal Government Act*, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that regulates access to information collected within their jurisdiction;

AND WHEREAS Division 5, Section 148 of the *Municipal Government Act*, R.S.P.E.I. 1988, v M-12.1 mandates a Town Council to enact a bylaw that protects personal information collected by the municipality;

AND WHEREAS the Town of Borden-Carleton Access to Information and Protection of Personal Information Bylaw was read a first time a regular meeting of council held on February 14th, 2023 and approval of first reading was given at a regular council meeting held on March 14th, 2023;

AND WHEREAS the Town of Borden-Carleton Access to Information and Protection of Personal Information Bylaw was read a second time at this meeting;

BE IT RESOLVED THAT the Town of Borden-Carleton Access to Information and Protection of Personal Information (Bylaw #2023-02) be hereby approved.

MOTION CARRIED... (RR#23-05-17)

Resolution 3

**Moved by Councillor
Seconded by Councillor**

WHEREAS Division 5, Section 148 of the *Municipal Government Act*, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that regulates access to information collected within their jurisdiction;

AND WHEREAS Division 5, Section 148 of the *Municipal Government Act*, R.S.P.E.I. 1988, v M-12.1 mandates a Town Council to enact a bylaw that protects personal information collected by the municipality;

AND WHEREAS the Town of Borden-Carleton Access to Information and Protection of Personal Information Bylaw was read a first time a regular meeting of council held on February 14th, 2023 and approval of first reading was given at a regular council meeting held on March 14th, 2023;

AND WHEREAS the Town of Borden-Carleton Access to Information and Protection of Personal Information Bylaw (Bylaw #2023-02) was read a second time at this meeting.

BE IT RESOLVED THAT the Town of Borden-Carleton Access to Information and Protection of Personal Information Bylaw (Bylaw #2023-02) be hereby formally adopted.

MOTION CARRIED.... (RR#23-05-18)

10. NEW BUSINESS:

10.1 Application to Rural Growth Initiative Program – Rail Park Main Building

**Moved by Councillor
Seconded by Councillor**

WHEREAS on March 30, 2023 Council approved the 2023 Capital Budget for the Town, Arena and Utilities, that the Town of Borden-Carleton Gateway Arena make an application to the Rural Growth Initiative Programs to fund Heat Pumps for the Borden-Carleton Rail Park Main Building; and that the project be designated as priority number 2023-02.

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... (RR#2023-05-19)

10.2 Application to Rural Growth Initiative Program – Gateway Arena

**Moved by Councillor
Seconded by Councillor**

WHEREAS on March 30, 2023 Council approved the 2023 Capital Budget for the Town and Arena, that the Town of Borden-Carleton Gateway Arena make an application to the Rural Growth Initiative Programs to fund Heat Pumps for the Borden-Carleton Gateway Arena; and that the project be designated as priority number 2023-01.

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... (RR#2023-05-20)

11. IN-CAMERA:

It was duly moved by Councillorand seconded by Councillor to dissolve into an in-camera session atpm – 1 item under section 119(1)(e) a matter still under consideration, on which the council has not yet publicly announced a decision, and about which discussion in public would likely prejudice a minimality's ability to carry out its negotiations.

MOTION CARRIED... (RR#23-05-21)

It was duly moved by Councillorand seconded by Councillor

THAT Council move back to a public meeting.

MOTION CARRIED... (RR#23-05-22)

12. ADJOURNMENT:

It was duly moved by Councillorand seconded by Councillor
THAT the meeting be adjourned atpm.

MOTION CARRIED.... (RR#23-05-23)

Mayor, Randy Ahearn

CAO, Jim Wentzell