



Town of Borden-Carleton

Tuesday, February 14th, 20 Dickie Road, Borden-Carleton, PE

7:00pm

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 MEETING, December 12th, 2022

4.2 SPECIAL MEETING, January 31, 2023

5. PRESENTATIONS BY INVITED GUESTS:

5.1 MRSB – Michelle Burge – Presentation of draft Consolidated Financial Statements 2021/22

6. COMMITTEE REPORTS:

6.1 Police Report

6.2 Fire Report

6.3 Recreation Director's Report:

5.4 Properties and Planning Report:

5.41 Planning Permits Issued Nov 2022-Jan 2023

5.42 Housing Development Updates

6.5 Finance and Administration Report:

5.51 Cash Flow Report January 2023

5.52 Disbursement Listing January 2023

6.6 Public Works/ Streets and Lights Report:

6.7 Water and Sewer Report:

7. EXTERNAL REPORTS:

- 7.1 BADC Report:
- 7.2 Destination Borden-Carleton:

8. CORRESPONDENCE

INFORMANTION ITEMS:

- 7.1 Borden-Carleton Newsletter January 2023
- 7.2 Dept of Municipal Affairs – Environmental Protection Order- Moratorium on new development in coastal or riparian zone properties.
- 7.3 MP Heath Macdonald – Congratulating the Mayor & Councilors on your recent election
- 7.4 WCB – WCB Assessment rates for 2023

ACTION ITEMS

- 7.5 BADC – Request for Tax Rebate 2022/23 (& future years)
- 7.6 Verbal Request for Street Lights – Noonan Shore Road

9. UNFINISHED BUSINESS

- 8.1 EMO Planning – Next Steps
- 8.2 Request to Province to Take Over Town Roads
- 8.3 Request for Speed Bumps – Dickie Road

9. NEW BUSINESS

- 9.1 Dept of Finance – Re: Fabrication Yard
- 9.2 Naming of Laneway New Development off Carleton St
- 9.3 Comprehensive Development Area Zone – Application Process
- 9.4 Proposed Budget Meetings 2023
- 9.5 Procedural Bylaw 2023-01– 1st Reading
- 9.6 Freedom of Information and Protection of Privacy 2023-02 1st Reading

10. 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;

11. ADJOURNMENT



Town of Borden-Carleton

Minutes

Dec 12, 2022 - 240 Main St (Legion), Borden-Carleton, PE

7:00pm

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

ALSO, PRESENT: Chief Administrative Officer Jim Wentzel. MLA Hon Jamie Fox, Councillor Elect Ashley Steele
Six members general public

MEET & GREET: The Council meeting was preceded by a Meet & Greet whereby members of the public could mingle with members of Council and discuss various issues. In addition, photographs were taken of the outgoing Council and the Incoming Council and of the new Mayor Randy Ahearn.

1. CALL TO ORDER:

Mayor Charles Mackenzie called the meeting to Order at 7:00pm and asked the CAO Jim Wentzell and our MLA Honorable Jamie Fox to swear in the new Council.

Each member of Council was sworn in individually and each of them recited and signed the Oath of Office.

Sworn in were: Mayor Randy Ahearn, Councilors' Larry Allen, Nicole Bernard-Arsenault, Barb Wood, Eric Stewart, Laurel Palmer-Thompson, and Ashley Steele.

Mayor Charles Mackenzie then vacated the Chair, Mayor Randy Ahearn took over as Chair and Councillor Ashley Steele took her seat at the Council table.

It was noted that at the Council/Staff Christmas Social held on December 9th, presentations were made to Mayor Charles Mackenzie and his wife Judy taken them for their service to the Town over the past 10 years.

Two other presentations were made that night: to Dennis Bernard in recognition of 10 years' service with the Town and to Alicia Wentzell for filling in at The Town Office for the past two years.

2. DISCLOSURE OF CONFLICT OF INTEREST

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

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

No one declared a Conflict of Interest for this meeting.

3. ADOPTION OF THE AGENDA

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

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

CARRIED 6-0 (R#22-12-01)

4. APPROVAL OF PREVIOUS MINUTES:

It was duly moved and seconded that the minutes of the Nov 09 2022 regular Council meeting be adopted as presented.

Moved by Councillor Eric Stewart, seconded by Councillor Barb Wood

CARRIED 6-0 (R#22-12-02)

5. NEW BUSINESS

5.1 Appointment of Deputy Mayor Policy

It was duly moved and seconded that Council adopt the following policy for appointing a Deputy Mayor for the Town:

The candidate who received the most votes at the polls of the municipal election shall be appointed Deputy Mayor on their consent to this appointment.

If the person appointed as Deputy Mayor ceases to be a member of Council, or if the candidate who received the most votes does not consent to the appointment, then the member of Council who received the next highest number of votes at the most recent election shall be appointed Deputy Mayor for the balance of the term on their consent to this appointment.

If those nominated for Council are acclaimed, then the Councillor with the longest service on Council shall be appointed Deputy Mayor, on their consent to this appointment.

If the person appointed as Deputy Mayor ceases to be a member of Council, then the member of Council with the next longest service on Council shall be appointed Deputy Mayor for the balance of the term on their consent to this appointment.

Responsibilities of Deputy Mayor: The Deputy Mayor will act in the absence or inability of the Mayor or in the event that the office of Mayor becomes vacant.

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Moved by Councillor Nicole Arsenault, seconded by Councillor Larry Allen

CARRIED 6-0 (R#22-12-03)

It was duly moved and seconded that Council confirm the appointment of Councillor Larry Allen as Deputy Mayor for the Town

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

CARRIED 6-0 (R#22-12-04)

5.2 Interim Appointment to Standing Committees

The Cao reported that the Town has a Procedural Bylaw known as By-law #1, the Administration and General Government Bylaw. This Bylaw was passed **August 2004**, sixteen years ago, before the MGA and refers to the Community of Borden.

The Town's administrative assistant has been working on drafting a new Procedures Bylaw using the Model Bylaw provided by Municipal Affairs as well as using similar bylaws of other municipalities in the Province. We will also be looking at committees and terms of reference for each committee. We hope to have a draft completed for Council' in January 2023

It is recommended that Committee membership be appointed on an INTERIM basis and that staff undertake a review of the Procedures Bylaw for the Town. For the interim it is recommended is that the committee membership remain the same as presently exists with those committees that the Mayor was on as a Councillor be replaced with Councillor Ashley Steele.

It was duly moved and seconded that Council confirm the appointment of the following committees for 2023 on an INTERIM basis to be reviewed following the passing of a new Procedural Bylaw by Council.

List of Standing Committees

Mayor ex-officio member all committees

Finance and Administration

Chair Eric Stewart

Larry Allen

Barb Wood

Fire & Police

*Chair Nicole Bernard
Barb Wood
Ashley Steele*

Properties & Planning

*Chair Laurel Palmer-Thompson
Larry Allen
Nicole Bernard*

Recreation

*Chair Larry Allen
Ashley Steele
Barb Wood*

Streets and Lights

*Chair Barb Wood
Laurel Palmer-Thompson
Eric Stewart*

Water And Sewer

*Chair Randy Ahearn
Laurel Palmer-Thompson
Larry Allen*

EMO

*Coordinator Larry Allen
Assistant Coordinator Randy Ahearn*

Moved by Councillor Laurel Palmer-Thompson, seconded by Councillor Barb Wood

CARRIED 6-0 (R#22-12-05)

5.3 Signing Officers – Town of Borden-Carleton

It was duly moved and seconded that the signing officers for the Town of Borden-Carleton be the Mayor Randy Ahearn OR Deputy Mayor Larry Allen ALONG WITH the CAO Jim Wentzell OR the Accounting Technician Quoc Bao Le OR the Recreation Director Holly Bernard.

Moved by Councillor Barb Wood, seconded by Councillor Eric Stewart

CARRIED 6-0 (R#22-12-06)

5.4 Meeting Schedule for 2023

It was duly moved and seconded that Council approve the following Meeting Schedule for 2023 with all meetings to commence at 7:00pm

February 14
March 14
March 28 (Budget)
May 9
June 13
July 11
September 12
October 10
November 14
December 12

Moved by Councillor Nicole Arsenault, seconded by Deputy Mayor Larry Allen.

CARRIED 6-0 (R#22-12-07)

There being no further business to come before the meeting, the meeting adjourned at

Council Adjourned. At 7:25pm

Mayor Randy Ahearn

CAO Jim Wentzell



Town of Borden-Carleton

Special Council Meeting Minutes

January 31, 2023 - 20 Dickie Road, Borden-Carleton, PE

7:00pm

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

ALSO, PRESENT: Chief Administrative Officer Jim Wentzell
Hon Jamie Fox, MLA
Fallon Berry, Ministerial Assistant
Jamie Aiken, Chief Financial Officer, Dept of Finance
Heather Joudrie, Property Manager, Dept of Finance

1. CALL TO ORDER:

Mayor Randy Ahearn called the meeting to Order at 7:00pm who stated that the purpose of the meeting was to discuss the status of the Fabrication Yard with Minister Fox and staff from Finance PEI

2. FABRICIAN YARD

IN CAMERA -MGA Section 119

MGA 119(d) Human Resource Matters (Council/Staffing)

It was duly moved and seconded that Council Go into Camera

Moved by Councillor Eric Stewart, seconded by Deputy Mayor Larry Allen

CARRIED 5-0 (R# 23-01-01-31)

Council went into Camera at 7:00pm

Council Returned to Open Session at 8:00pm

The guests left the meeting 17 8:00pm

CBC SHOW STILL STANDING

The CAO circulated a request from the CBC to consider the Town of Borden-Carleton to be featured in their television series "STILL STANDING. Members of Council had no objections to the CBC featuring the town in a future episode of the show.

4 AJOURNMENT

There being no further business to come before the meeting, the meeting adjourned at 8:15pm

Mayor Randy Ahearn

CAO Jim Wentzell

TOWN OF BORDEN-CARLETON
Consolidated Financial Statements
March 31, 2022

Draft for discussion purposes only



**BORDEN-CARLETON
MAYOR'S
POLICING REPORT
December, 2022**

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

The East Prince Detachment responded to a total of 26 calls for service during the month of December, 2022.

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 December, 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. Three Check Points were conducted in Borden-Carleton this past month, with more than 50 vehicles checked for violations under the Provincial Highway Traffic Act.
 - This past month, on December 4th, 2022, Cpl. Travis Gallant attended the Christmas in the Park event, held in Borden-Carleton. With the Tree Lighting and festive activities taking place, it appeared a great time was had by all who attended.

Prince District RCMP Members have reported 181 hours providing policing services to the Town of Borden-Carleton, during the month of December 2022. 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.

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

OCCURRENCES	December 2022
Checkstops	3
Break and Enter	3
Sudden Death	1
911 Act (Other Activities)	1
False Alarms	1
Mischief – Damage to Property	2
Public Mischief	1


Crime Prevention	1
Traffic Violations	7
Fraud	1
Items Lost/Found	1
Traffic Collision	3
Trespass Act	1
Total Calls for Service	26

Provincial Charges/Warnings for the month:

Speeding Charges	1
Moving Charges	1
Non-Moving Charges	3
Written Warning	1

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


ROYAL CANADIAN MOUNTED POLICE
CPL. NICK DOYLE
REGIMENTAL #55781
Acting ops/NCO

From: borden-carleton fire dept <bc_fire@yahoo.ca>
Sent: February 12, 2023 1:24 PM
To: admin@borden-carleton.ca
Subject: Fire Report

Hello Jim here is the break down for the fire calls since Oct 2022.

Oct 14	MVA	Albany	4 Members
Oct 21	Vehicle Fire	Albany	12 Members
Nov 3	Medical Call	Borden-Carleton	5 Members
Nov 22	Medical Call	Borden-Carleton	4 Members
Nov 28	MVA	Albany	16 Members
Dec 1	Medical Call	North Carleton	13 Members
Dec 4	Medical Call	Borden-Carleton	13 Members
Dec 22	MVA	Borden-Carleton	13 Members
Dec 23	MVA	Borden-Carleton	12 Members
Dec 25	Medical Call	Borden-Carleton	13 Members
Dec 28	Alarm Call	Albany	10 Members
2023			
Jan 1	Alarm Call	Albany	9 Members
Jan 4	Structure Fire	Borden-Carleton	17 Members
Jan 5	Flare Up	Borden-Carleton	9 Members
Jan 7	Medical Call	Borden-Carleton	12 Members
Jan 8	Child Locked in Car	North Carleton	16 Members
Jan 9	Sight of Fire/Smoke	Albany	10 Members
Jan 16	Alarm Call	Albany	5 Members
Jan 25	Medical Call	Borden-Carleton	9 Members
Jan 31	Medical Call	Borden-Carleton	6 Members
Jan 31	MVA	Borden-Carleton	10 Members
Feb 4	Utility Fire	Borden-Carleton	8 Members

I will also be dropping off an application of a new member that we approved. I will drop that off Tuesday Morning.

Thank You
Shawn Jessome
Fire Chief

RECREATION DIRECTOR

Report to Council, Tuesday February 14th

The Gateway Arena hosted 25 games from the North River Minor Hockey Associations all female Sweetheart Tournament this past weekend. It was nice to have it back after being cancelled for 3 years due to COVID regulations. Thank you to NRMHA for continuing to partner with the Gateway Arena.

We are working on getting all staff either certified or re-certified in both First Aid/CPR and WHMIS. We currently are looking at First Aid in May and WHMIS as soon as we can. These are items that came up in our Occupational Health and Safety inspection. Dennis, Holly and Art's first aid expires in August and WHMIS for everyone is out dated.

One of the dugouts was damaged a little with the wind during that cold snap. Holly emailed Kole from Eastern Fence and they were out the next morning by 9:00am to fix it.

We will be hosting a Co-op student from Kinkora Regional High School starting March 6th until the first of June. They will be working with Holly doing recreations related work such as; learning to book ice times, facility management, developing programs, scheduling and helping plan events. We are looking forward to having this student.

Senior Tea is back and running great. It is usually the third Wednesday of each month, depending on holidays, storms etc. We are averaging 18 seniors each time. We host this at the Building B complex at 190 Howatt St. We get sandwiches, tea, coffee and sweets. We are going to add in some board games for them to have to use as well as some new folding chairs.

There has been issues with the operators of the Gateway Canteen and they will be ceasing operations on Feb 28th. We will operate the Canteen until the long weekend in May and hope to have a new operator for the Fall.

The Welcome Newcomers Winter Wellness event that was cancelled due to poor weather conditions on February 4th will be rescheduled on a day in March. We are working with Peggy at the Community Navigator to find a new date and hopefully get some new businesses to participate.

Fitz & Snow were out to assess the roof damage. We are waiting on an estimate from them. When talking to the Engineer that was out, he is saying it will be spring before they can fit us in.

BORDEN-CARLETON PERMITS ISSUED NOV 01-2022 - JAN 31 2023

PEI Planning Decisions

Welcome to Permits Online: a centrally-located site designed to help members of the public, property owners and developers access information on recent planning decisions relating to subdivisions, development and building permits, and municipal bylaw amendments, including rezonings.

Community	Borden-Carleton	
Address or Street		
Application Type	All	
File Number		
Include Archived <small>(decisions older than one month)</small>	<input checked="" type="checkbox"/>	
Help	Search	

application_type	civic_address	file_number	pid	decision_date	details
Development Permits	103 Abegweit Boulevard	BC-22-27	1020569	2023-01-27	75' long x 10' wide addition to existing commercial building to enclose an existing covered deck
Development Permits	228 Carleton Street	BC-21-13(2)	380733	2022-12-12	4-unit townhouse (approx. 50' long x 119' wide)
Development Permits	Lot 22-1 Murray Road	BC-22-26	713834	2022-12-09	16' wide x 75' long mini-home
Development Permits	Lot 03-5 Stewart Road	BC-22-25	1149756	2022-12-09	26' wide x 56' long summer cottage
Subdivision Development Permits	650 Murray Road	BC-22-22	713834	2022-11-23	3 lot subdivision for single family use only
Development Permits	228 Carleton Street	BC-21-13	380733	2022-11-14	50' long x 119' wide 4-unit townhouse

**Town of Borden-Carleton
Planning and Development
Update February 2023**

228 Carleton Street The Development Agreement has been duly signed has been filed with the provincial Registry. The title to the property has been transferred to Arsenault Brothers Holdings Inc and construction is well underway of the first two of three buildings.

There was a legal issue with a neighbour disputing the property lines, however it was addressed by our lawyer.

70 Read Road

The new Sewer line/ water laterals are 50% complete and will be finished in the spring. The developer submitted a site drawing a couple months ago. We are still awaiting a report from our Development Officer. The developer intends to start their development this spring and this will require a public hearing as the development is in the Comprehensive Development Zone.

FINANCIAL REPORT FOR JAN 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 JANUARY 31 2023

BANK ACCOUNTS	Opening	EFT Receipts	Cheques	Closing
Account	Balance	Deposits	EFT Payments	Balance
ARENA	13,883	55,450	31,234	38,099
TOWN	145,158	189,526	248,781	85,903
UTILITIES	98,323	134,857	76,592	156,588
Total Cash Flow	257,364	379,833	356,607	280,590
ACTIVITY JAN 2022	Opening		Transfers	Closing
RESERVES	Balance	Deposits	EFT Payments	Balance
Gas Tax ACCT	635,717	48	55,000	580,765
ACTIVITY JAN 2022	Opening		Principal Only	Closing
LOANS	Balance	Deposits	EFT Payments	Balance
Fire Truck 71-9	108,850		1,667	107,183
Sewe 72-9	443,933		2,627	441,306
Sewer Mains 74-9	67,474		278	67,196
Storm Drains 75-9	67,474		278	67,196
Water/Sewer 79-9	304,555		1,493	303,062
Total Loans Outstanding	992,286	0	6,343	985,943

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 Jan 01, 2023 to Jan 31, 2023

Cheque No.	Cheque Type	Payee	Amount	Cheque Date
15961	Payment	Ahearn, Randy	252.08	Jan 01, 2023
15962	Payment	Stewart, Eric	177.08	Jan 01, 2023
15963	Payment	Steele, Ashley	197.08	Jan 01, 2023
15964	Payment	Wood, Barb	197.08	Jan 01, 2023
15965	Payment	Allen, Larry	197.08	Jan 01, 2023
15966	Payment	Bernard Arsenault, Nicole	197.08	Jan 01, 2023
15967	Payment	Palmer Thompson, Laurel	197.08	Jan 01, 2023
15973	Payment	Holly Bernard	70.00	Jan 01, 2023
15986	Payment	Minister of Finance Justice & Public Safety	26,325.75	Jan 12, 2023
15987	Payment	Unisync Group Limited	2,981.96	Jan 12, 2023
15988	Payment	MES Canada Inc	744.21	Jan 12, 2023
15989	Payment	Borden-Carleton Firemen's Assoc	4,631.00	Jan 12, 2023
15990	Payment	Jessome, Shawn	1,600.00	Jan 12, 2023
15991	Payment	Allen, Larry	800.00	Jan 12, 2023
15992	Payment	Royal Canadian Legion, BR#10	189.07	Jan 12, 2023
15994	Payment	On The Go Property Maintenance	11,868.00	Jan 12, 2023
15995	Payment	Xerox Canada LTD	58.14	Jan 12, 2023
15996	Payment	Compass Technology Solutions LTD	3,174.00	Jan 12, 2023
15997	Payment	Summerside Auto Parts	1,828.03	Jan 12, 2023
15998	Payment	University of Prince Edward Island	500.00	Jan 12, 2023
15999	Payment	Ceretti's Grocery & Hardware	324.14	Jan 12, 2023
16000	Payment	Prince Edward Island Potato Board	1,058.00	Jan 12, 2023
16001	Payroll	Bernard, Dennis	1,320.16	Jan 12, 2023
16002	Payroll	Gallant, Arthur	1,103.61	Jan 12, 2023
16003	Payroll	Ranahan, Arthur	171.63	Jan 12, 2023
16004	Payroll	Wentzell, Jim	1,839.16	Jan 12, 2023
16005	Payroll	Bernard, Holly	1,449.35	Jan 12, 2023
16006	Payroll	QUOC BAO LE	1,578.14	Jan 12, 2023
16007	Payroll	Smith, Joanne	1,400.76	Jan 12, 2023
16008	Payment	Ceretti's Grocery & Hardware	382.99	Jan 12, 2023
16009	Payment	Borden-Carleton Utility	431.39	Jan 12, 2023
16010	Payment	Brian O'Connor	10.00	Jan 12, 2023
16011	Payment	Steele, Ashley	10.00	Jan 12, 2023
16012	Payment	Hagen, Krista	10.00	Jan 12, 2023
16013	Payment	Wood, Barb	10.00	Jan 12, 2023
16014	Payment	Palmer Thompson, Laurel	10.00	Jan 12, 2023
16015	Payment	Ahearn, Randy	10.00	Jan 12, 2023
16017	Payment	Stewart, Eric	10.00	Jan 12, 2023
16018	Payment	Bernard Arsenault, Nicole	10.00	Jan 12, 2023
16019	Payment	Allen, Larry	10.00	Jan 12, 2023
16020	Payment	Medacom Atlantic Inc.	261.63	Jan 24, 2023
16021	Payment	Provincial Auto Parts	422.11	Jan 24, 2023
16022	Payment	Orkin Canada	40.25	Jan 24, 2023
16023	Payment	Xplore Business	486.32	Jan 24, 2023
16032	Payroll	Ranahan, Arthur	171.63	Jan 26, 2023
16033	Payroll	Bernard, Holly	1,449.35	Jan 26, 2023
16034	Payroll	Wentzell, Jim	1,839.16	Jan 26, 2023
16035	Payroll	QUOC BAO LE	1,578.14	Jan 26, 2023
16036	Payroll	Smith, Joanne	1,400.76	Jan 26, 2023
16037	Payroll	Gallant, Arthur	1,103.61	Jan 26, 2023
16038	Payroll	Bernard, Dennis	1,320.16	Jan 26, 2023
16039	Payroll	Henry, Laurie	213.20	Jan 26, 2023
Total Town Cheques issued January 2023			77,620.37	

JE#	Source #	Comment	Credits	Date
J1531	EFTRWAN	RWAM Insurance Administrators Inc	340.66	Jan 03, 2023
J1532	RP 14/12_13/01	Payment for Visa Jan, 2023	889.99	Jan 07, 2023
J1555	Cash	Eastlink	245.86	Jan 10, 2023
J1575	EFTesso	Imperial Oil	486.53	Jan 10, 2023
J1573	EFTCRA_DEC202	Receiver General for Canada	11,781.10	Jan 10, 2023
J1590	EFTCRADEC2022	Receiver General for Canada	2,097.44	Jan 12, 2023
J1610	Bank Statement	Transfer fund to Arena	10,000.00	Jan 12, 2023
J1617	EFTBellJan23	Bell Aliant	85.29	Jan 16, 2023
J1619	CU 71	CU LN Payment FIRE TRUCK	2,309.51	Jan 16, 2023
J1633	EFTME	Maritime Electric	720.44	Jan 18, 2023
J1636	EFTME	Maritime Electric	646.92	Jan 18, 2023
J1638	CU-75	CU LN 075 PAYMENT STORM SEWER	676.28	Jan 19, 2023
J1640	EFTME	Maritime Electric	1,824.07	Jan 23, 2023
J1677	EFT	Irving Energy Distribution & Marketing	260.05	Jan 26, 2023
J1673	Bank Statement	Transfer funds from Town to Utility, Sold 228 Calerton	36,977.00	Jan 26, 2023
J1684	Bank Statement	Transfer Fund to Arena	25,000.00	Jan 27, 2023
J1692	BS	Credit Union Charges Jan 31 2023	90.20	Jan 31, 2023
		Online Payments Town January 2023	94,431.34	
		TOTAL ALL PAYMENTS TOWN January 2023	172,051.71	

Gateway Arena

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

Cheque N	Cheque Type	Payee	Amount	Cheque Date
6259	Payment	On The Go Property Maintenance Inc.	3,737.50	Jan 12, 2023
6260	Payment	Spring Valley Building Centre	309.68	Jan 12, 2023
6262	Payment	Callbeck's Home Hardware	56.91	Jan 12, 2023
6263	Payment	Deluxe	416.16	Jan 12, 2023
6264	Payment	Spring Valley Building Centre	11.39	Jan 11, 2023
6265	Payment	Ceretti's Grocery & Hardware	239.85	Jan 12, 2023
6266	Payment	Monarch Enterprises Ltd.	8,337.50	Jan 12, 2023
6268	Payment	Borden-Carleton Utility	384.46	Jan 12, 2023
6269	Payment	ADL Foods	60.35	Jan 12, 2023
6270	Payment	Ideal Auto Parts LTD	34.48	Jan 24, 2023
6271	Payment	Provincial Auto Parts (1978)Ltd.	55.08	Jan 25, 2023
6272	Payment	Orkin Canada	68.20	Jan 25, 2023
6273	Payment	C&R Signs & Embroidery	83.95	Jan 25, 2023
6274	Payment	Spring Valley Building Centre	408.73	Jan 25, 2023
		Total Arena Cheques issued January 2023	14,204.24	

JE#	Source #	Comment	Credits	Date
J782	Cash	Eastlink	122.01	Jan 10, 2023
J781	Cash	Irving Energy Distribution and Marketing	1,015.48	Jan 10, 2023
J798	BS	Bank Charges Jan 11 2023	28.70	Jan 11, 2023
J819	BS, CU Charges	Bank Charges Jan. 18 2023	5.75	Jan 18, 2023
J821	EFTME	Maritime Electric	7,467.17	Jan 18, 2023
J851	EFTJAN23	Irving Energy Distribution and Marketing	1,597.54	Jan 26, 2023
J855	BS CU Charges	Bank Charges Jan 30 2023	5.00	Jan 30, 2023
J858	BS	Bank Charge Jan 31 2023	0.16	Jan 31, 2023
J857	BS CU Charges	Bank Service Charge Jan 31 2023	43.20	Jan 31, 2023
		Online Payments Arena January 2023	10,285.01	
		TOTAL ALL PAYMENTS Arena January 2023	24,489.25	

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

Cheque N	Cheque Type	Payee	Amount	Cheque Date
3233	Payment	Scotia Tech	3,730.14	Jan 12, 2023
3234	Payment	Provincial Auto Pats LTD	23.69	Jan 12, 2023
3235	Payment	Prince County Wastewater Management Ser	4,600.00	Jan 12, 2023
3236	Payment	Curran & Briggs Limited	53,425.60	Jan 12, 2023
3237	Payment	Environment Water and Climate Change	495.65	Jan 12, 2023
3238	Payment	Island Chemicals Inc.	140.53	Jan 24, 2023
Total Utilities Cheques issued January 2023			62,415.61	

JE#	Source #	Comment	Credits	Date
J3286	BS	CU Bank Fee	1.53	Jan 31, 2023
J3257	BS	Credit Union bank charges Jan 30 2023	5.00	Jan 30, 2023
J3149	BS	CU Charges January 18 2023	5.75	Jan 18, 2023
J3053	BS	CU Bank Charges	11.45	Jan 11, 2023
J3288	BS	Credit Union Service Charge Jan 31 2023	30.20	Jan 31, 2023
J3273	Utility Payment	Utility Payment in Town Account Jan 30 2023	211.93	Jan 30, 2023
J3031	Cash	Eastlink	285.20	Jan 10, 2023
J3177	BS	CU LOAN 074	676.28	Jan 19, 2023
J3166	EFTME	Maritime Electric	2,628.07	Jan 18, 2023
J3272	BS	CU LOAN 079	3,301.04	Jan 30, 2023
J3113	BS	CU LOAN 072	5,416.48	Jan 16, 2023
Online Payments Utilities January 2023			12,572.93	
TOTAL ALL PAYMENTS Utilities January 2023			74,988.54	

**Town of Borden-Carleton
Public Works -Streets- Lights Report
February 2023**

Some of activities during the month of January that pertained to Public Works/Streets /Lights include:

The Town truck has had a trailer hitch installed and new rims and winter tires purchased and the Town Logo reinstalled on the side door.

Maritime Electric has replaced some of the Street lights reported out on Town Streets. Additional lights out have been brought to their attention.

Snow Removal issues and Cars parking on streets during a storm have been addressed. A resident on Kirkpatrick St appreciated the email sent to him alerting him of our Winter Parking Ban.

A section of Read Road will be closed until the Spring due to construction.

Town of Borden-Carleton
Sewer – Water Report
February 2023

Some of activities during the month of January hat pertained to Sewer and Water include:

The bull rushes in the Sewer Lagoon were not removed before winter as two quotes were received for the removal and both were around \$12,000. This will be a budget item in 2023/24

The quarterly sewer/water bills were issues during the first week in February. Henry, our accountant has issued letters to all persons with outstanding balances and will follow up on these accounts on a regular basis.

The sewer extension on Carleton St has been completed with a couple minor deficiencies outstanding. The new Sewer main on Read Road is about 50% complete and will be completed in the spring.

The snow plow had dislodged a couple manhole covers that have been replaced by staff. Staff has been diligent in checking our storm drains on a regular basis especially during periods of storms and cold temperatures.



CARLETON STREET SEWER EXTENSION

BORDEN-CARLETON, PEI

DEFICIENCY LIST

DECEMBER 21ST, 2022

The following deficiencies are to be addressed by Curran & Briggs Ltd. Note, information used to compile this list was obtained from a full walkthrough with representatives from the WSP and Curran & Briggs Ltd.

Deficiencies

1. Complete vacuum testing of new MH#2, test must pass.
2. Install RAM-NEK between grade ring and cover of new MH#2.
3. Complete closed circuit television inspection, provide report & video file.

If there are any questions about the remaining work, please contact Colin MacEachern at WSP.

195 MacEwen Road
Summerside, PE
Canada C1N 5Y4

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



Borden-Carleton
The coastal heart of PEI!

January 2023 HAPPY NEW YEAR

Welcome Newcomers Winter Wellness Event


Borden-Carleton
The coastal heart of PEI!


PEI COMMUNITY NAVIGATORS

Free Winter Wellness Event

Saturday, February 4, 2023

12 noon - 3 pm:
Winter games, displays, information, snacks and giveaways!
 Are you new to the community?
 Learn how to navigate the winter season!
 Royal Canadian Legion, 240 Main Street, Borden-Carleton

3-4 pm:
Introduction to Skating - no experience necessary!
 Spend a few minutes getting familiar with an indoor skating rink.
 Bring skates & helmet if you have them.
 If you don't have skates & helmet, we will do our best to provide you
 with equipment to try for the event.
 Gateway Arena, 246 Main Street, Borden-Carleton
 (beside the Legion)

**All ages & community members are welcome - a chance for new
 and longtime neighbours in Central PEI to connect.**



REGISTRATION NOT NECESSARY, BUT WELCOMED BY CONTACTING:
 902-598-7560 / PEGGY.MILES@CBDC.CA

THIS NEWSLETTER will be published bi-monthly and will be circulated to residents and businesses in the Town via Canada Post.


Submissions, comments and questions may be sent to the Recreation Director, Holly Bernard at bordencarletonrec@gmail.com Electronic copies are also available upon request.

Black History Month - Event

Please join us as we welcome members of the Black Cultural Society of PEI to Borden-Carleton on Thursday, February 2nd for a flag raising ceremony to acknowledge both the achievements and contributions of Black Canadians and their communities.


The event will take place at the **Firehall**, located at **244 Borden Avenue**.

If you are planning on coming to this event and would like to check on skate sizes in advance, please email Holly at bordencarletonrec@gmail.com



Senior's Tea Age 55+
Common room
190 Howat St. Building B.
 Come join other seniors for tea and snacks:
 Jan 25; Feb 22; Mar 22; Apr 26; May 28th
 (Sponsored by Seniors Secretariat)

TOWN OF BORDEN_CARLETON
WINTER PARKING



Take notice that no vehicle is permitted to be parked, stopped or left on any highway and street within the Town of Borden-Carleton between December 1st and April 30th.

Vehicles that obstruct snow clearing and/or winter road maintenance are in violation of the Motor Vehicle Act and are subject to being ticketed and/or towed at the expense of the owner.

Your cooperation in allowing snow plowing operation be successful this winter is appreciation. Safety is a prime concern for vehicles, snow plow operators and our citizens especially the elderly and our children.
THANK YOU

Happy Valentines Day

February 1-14 – Guess the Candy

Stop by the rink anytime we are open to guess the number of candies in the jar for a chance to win it!

February 6-12 – Find A Heart

25 wooden hearts will be hidden around the town. Find them and post a picture on Facebook, tag The Town of Borden-Carleton for a chance to win a prize.

February 11th – Valentines Day Kids Party

1-3PM at the Borden-Carleton Legion

February 11th – Adult Valentines Dance

Borden-Carleton Legion, FREE admission, music by DJ Kevin Gallant.

March Events

March 3rd – Scavenger Hunt

Stop by the rink by 10:00am, get your list and start time, find the items, be back at the rink by 2:00pm. Prizes for most items/fastest time.

March 23rd - Game Night

Borden-Carleton Library

6:30-9:00PM

Games will be provided but feel free to bring your own. Drink and snacks will also be provided.

March Break Events

Keep an eye out for a March Break Flyer

HOUSING IN BORDEN-CARLETON

The Town has received several Housing proposals from Developers to increase the availability of Housing in the Town. All types of Housing are being considered: Seniors, affordable housing, family housing, & housing for workers.

The first project underway is a three building, total of 13 housing units on Carleton Street.



Christmas in the Park

What a wonderful event this is, and yet again the BADC and other community volunteers did a great job organizing, setting up and facilitating it.

Thank you to all of the sponsors; Consolidated Credit Union, Ceretti's Grocery and Hardware and Palmer's Quality Renovations. Without your support, events like this could not happen.

Special thank you to Spencer Dougay for donating the firewood, Island Septic Tank Service for the porta-potty, Jenna Muttart for doing the graphic design and the Borden-Carleton Fire Department for delivering Santa!





PERMITS – ARE REQUIRED
Whenever a structure is built or placed on a property a *development permit* is required.

Permits are required for the following:

- ✓ Fences over 6 feet. (All fences must be on the owner's property)
- ✓ Swimming Pools (fencing also required)
- ✓ Food Trucks /Temporary Vendors
- ✓ Storage Buildings/Garages
- ✓ Temporary Recreation Trailers
- ✓ Signage

Permit Applications can be obtained at the Town office or by emailing accounts@borden-carleton.ca

WE NEED VOLUNTEERS



Volunteers are the heart of any community and we are hoping to attract a number of volunteers to help make things happen in Borden-Carleton
Events planned will depend upon how successful we are to find individuals, organizations or businesses to sponsor and organize them.
If you are interested in being on the list to help with any events/activities, send an email to Holly at borden-carletonrec@gmail.com along with your email address and phone number.

THE TOWN OF BORDEN-CARLETON WOULD LIKE TO SEND A BIG THANK YOU TO JEFF AND GREG PAYNTER & THE WORKERS OF PAYNTER BROTHERS CONTRACTING LTD FOR THEIR KINDNESS.

AFTER FIONA DAMAGED THE ARENA ROOF. THEY REACHED OUT TO US TO HELP REPAIR THE ROOF SO NO FURTHER DAMAGE WOULD BE DONE. WE ARE SO FORTUNATE AND GRATEFUL TO HAVE SUCH AMAZING PEOPLE IN OUR COMMUNITY!

Borden-Carleton Library Hours

Monday 10:00am-2:00pm

Wednesday 4:00pm-8:00pm

Saturday 9:00am-1:00pm


USEFUL PHONE NUMBERS

ARENA OFFICE	902 437 2410
EMERGENCIES (POLICE/FIRE/MEDICAL)	911
HOSPITAL (PRINCE COUNTY)	902 438 4200
HOSPITAL (QUEEN ELIZABETH)	902 8942111
LIBRARY	902 437 6492
PHARMACY (SOUTH SHORE)	902 658 2212
RCMP (EAST PRINCE) (non-emergency)	902 436 9360
SCHOOL (AMHERST COVE)	902 437 8525
TOWN OFFICE	902 437 2225

Current Council as of December 13th, 2022

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

TOWN OF BORDEN-CARLETON




TOWN COUNCIL MEETINGS FOR 2023

Location: Borden-Carleton Town Office
20 Dickie Road, Borden-Carleton

SCHEDULE OF COUNCIL MEETINGS 2023


Meeting Dates




February 14
March 14
March 23
May 9
June 13
July 11
September 12
October 10
November 14
December 12

All Meeting Times are at 7:00 p.m.

Come and Share Your Questions and Concerns





Congratulations

The Town of Borden-Carleton Mayor, Council and staff would like to send out a Congratulations to our Maintenance Supervisor, Dennis Bernard on his 10 Year service. His hard work and dedication will never go unnoticed.

Thank you, Dennis!



2022/23 Operating and Capital Budgets

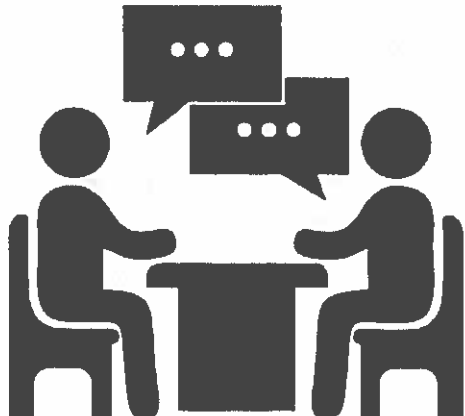
Council and staff are currently working on both the Operating Budgets for 2022/23 for the Town, Arena, and Utilities, the setting of Tax Rates for 2022/23 as well as a 5 Year Capital Budget

PUBLIC input is invited and if anyone has items or projects, they would like to see the Town undertake, please submit your suggestions to Henry Le at accountant@borden-carleton.ca

Tentative Budget Meeting Dates

Tuesday, March 21st – Discussion of Draft Budgets for 2022/23

Thursday March 30th – Approval of Budgets for 2022/23 and setting of Tax Rates.



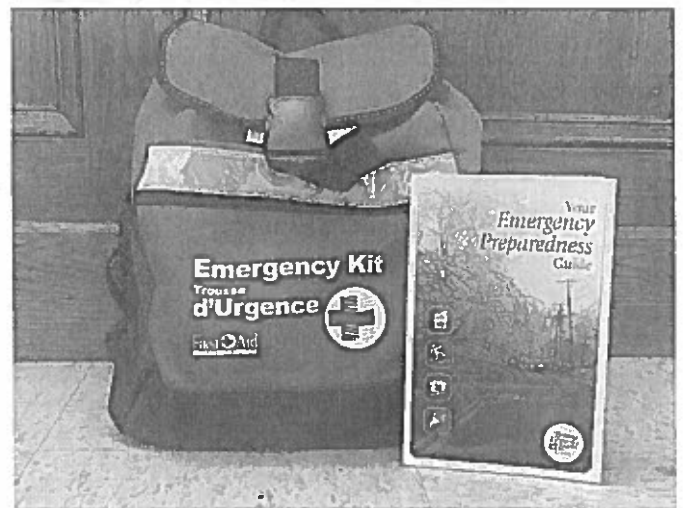
**PEI-ÎPÉ
2023
JEUX DU
CANADA
GAMES**

February 18th – March 5th

For a full schedule of sports, times and places please visit <https://www.2023canadagames.ca/schedule>

Be sure to get out and support our Team PEI athletes!

EMERGENCY PREPAREDNESS



Are you prepared?

The Emergency Kit in the picture above is a 72 Hour Emergency Kit. It contains items that a person would need to be self sufficient for 72 hours after a major storm that has caused damage or loss of power.

Limited copies of the Prince Edward Island Emergency Preparedness Guide are available at the Town office.

GATEWAY ARENA

PRIVATE ICE RENTAL \$155/HOUR

BIRTHDAY RENTAL \$100/HOUR

CALL 902-437-2410 TO BOOK



Fisheries and
Communities

Pêches et
Communautés



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

Division des affaires municipales
C.P. 2000, Charlottetown
Île-du-Prince-Édouard
Canada C1A 7N8

January 16, 2023

Jim Wentzell, CAO
Town of Borden-Carleton
20 Dickie Road
Borden-Carleton, PE C0B 1X0

Dear Jim,

This letter has been sent to all Municipalities with Planning Authority to provide information regarding the new Environmental Protection Order and clarifying the moratorium on new developments in buffer zones.

Please find enclosed, a copy of an environmental protection order issued by the Hon. Steven Myers, Minister of Environment, Energy and Climate Action which provides additional guidance to the moratorium announced by the Minister on December 1, 2022.

This order relates to the *Environmental Protection Act*, R.S.P.E.I 1988, Cap E-9, Sections 3, 7, and 7.1 and applies to: all persons, corporations, or governments owning coastal or riparian zone properties in Prince Edward Island and proposing to carry out new development in the watercourse and/or wetland boundary and its legislated buffer zone.

Within the environmental protection order there are several exceptions that should be reviewed by your planning staff and/or planning board.

If you have any questions, please contact: Department of Environment, Energy and Climate Action by telephone 902-368-5044 or email DeptEECA@gov.pe.ca.

Sincerely,

Danny Jenkins
Manager

Encl.



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

*Municipality of Borden-Carleton
PO Box 89, 167 Industrial Drive
Borden, PE C0B 1X0*

December 1, 2022

Dear Mayor Ahearn and Councillors,

Congratulations on your recent election!

*My best wishes in this sometimes difficult, but always
exhilarating, task of developing and administering
public policy.*

*If there is any way my staff or I may be of assistance, or
if you should have ideas you would like to push the
federal government on, please do not hesitate to contact
my office.*

All the best,

*Heath MacDonald, M.P.
Malpeque*

*2-4 Meadowbank Road, Cornwall, PE C0A 1H0
1-800-442-4050 ~ heath.macdonald@parl.gc.ca*



December 13, 2022

Town of Borden-Carleton
PO Box 89
Borden-Carleton, PE COB1X0 CAN

RE: **2023 Workers Compensation Board (WCB) Assessment Rate – Employer #7547**

Town of Borden-Carleton,

We are writing to provide notice of the 2023 WCB assessment rate (per \$100.00 of assessable payroll) for the above noted employer, and also to confirm that the maximum assessable earnings (MAE) per worker for 2023 has increased to \$65,000. Please note, the 2023 MAE has increased 11.5% over the 2022 MAE (\$58,300) due a calculated CPI adjustment for PEI being applied to the 2022 rate.

As a participant in the WCB Experience Rating Program, your assessment rate is based on the injury claims costs in your workplace compared to other employers in your industry group. Employers with lower claims costs than the group average receive a discount on the group rate. Those with higher claims costs are surcharged. The (discount) or surcharge is your claims costs experience factor.

2023 Assessment Rate Calculation

Industry Group Rate +/- Your Claims Cost Experience Factor = Assessment Rate

Operation	Group Rate	Experience Factor	Assessment Rate
1	\$1.15	(\$0.09)	\$1.06
2	\$0.65	(\$0.03)	\$0.62

For more information about the Experience Rating Program, please see the attached FAQ.

When you renew your WCB registration for next year, we will send you a statement with the assessment amount owing.

We have simplified this rate notice to make it easier to understand. If you would like more information about your experience rating calculation or your claims costs, please visit WCB Online Services at www.wcb.pe.ca or contact Employer Services.

Sincerely,

WCB Employer Services
902-368-5680 or toll-free in Atlantic Canada at 1-800-237-5049
safetymatters@wcb.pe.ca

February 9,2023

Dear Borden-Carleton Council:

The Borden Area Development Corporation (BADC) is requesting that Council grant us a rebate for the municipal portion of our property taxes on our property, located at 225 Carleton St. better known as Harbour Hall. We ask that the grant in lieu be applied on the municipal portion of property tax for the years 2021, 2022 and going forward. We are currently receiving a grant in lieu from the Province of PEI on the provincial portion of our taxes for Harbour Hall. We have received this grant since 2020.

BADC is a non-profit organization and works closely with the Town on various projects and events. The hall has been used in the past to host various Town events. We anticipate this partnership will continue in the future. A grant in lieu of taxes would help BADC with the continued rising cost of maintaining this community-oriented building.

We appreciate your consideration on this matter.

Thank you,

Barbara Wood
Chairperson, BADC

MAPCO/ Search/

Logout

Property Details

Today's Date: Feb 12, 2023

Last Updated Date: Feb 9, 2023

Parcel Number:
380220-0

Owner's Name:
BORDEN AREA DEVELOPMENT CORPORATION LTD
Ownership Date: Jan 4, 2019
Civic Address(es):
225 CARLETON ST
BORDEN-CARLETON

PROPERTY INFORMATION

Municipal Code: 151301
Municipality: Town of Borden Carleton_Borden
Township/Lot: 28
Acres: 0.5000
Tax Exempt Code: 0
Farm Qualification: N
Mobile Home Number: 0 (If Applicable)
Original Parcel Number:
Total # of Cottages: 0
Total # of Residences: 0
Total # of Living Units: 0

SUMMARY OF ASSESSMENT:

Assessment Date: Jan 1, 2022
Market Value: \$80,900.00
Commercial Realty: \$0.00
Non-Commercial Realty: \$80,900.00
Farm: \$0.00
Residential: \$0.00

TAXABLE ASSESSMENT:

Commercial: \$0.00
Non-Commercial: \$80,900.00
Farm: \$0.00
Residential: \$0.00

TAX RATES

Effective Date: Jan 1, 2022
Provincial Commercial Rate: \$1.50

VERBAL STREET LIGHT REQUEST – NOONAN SHORE ROAD

POLE 62976 & 62961



EMO NEXT STEPS

Thank you for your Participation - Town of Borden-Carleton EMO Preparedness Meeting



admin@borden-carleton.ca

To: 'Randy Ahearn'; allenlarry@live.ca; johndbarb@pei.sympatico.ca; 'Eric Stewart'; laurelynthompson@yahoo.com; nicole.a.2241@gmail.com; 'Ashley Steele'; Holly Bernard; Dennis Bernard; 'Dakota Murray'; +8 others

Cc: bcadmin@borden-carleton.ca



Reply

Reply All

Forward



Thu 2023-02-09 4:06 PM

Good Afternoon to all of you!

The Town of Borden-Carleton would like to express sincere gratitude for your attendance and valuable contributions provided at the EMO Preparedness Meeting that was held on Monday, February 6, 2023. The take away from this meeting is that emergency management is a shared responsibility. It means that everyone has an important role to play in being prepared for an emergency, including individuals, communities, different levels of government, and volunteer organizations.

Thank you for taking time to attend this meeting as your input helped to clarify the distinct roles that work in concert in the event of an emergency, identify the timing of intervention across the levels of government; and actions that the municipality can take now to reduce the risk and the impact of whatever emergency we may face as a community. It starts with an Emergency Management Plan.

The Town will be in touch with your respective organizations if we have other questions as we update our Emergency Management Plan.

Much appreciation,

Town of Borden-Carleton

Joanne V. Smith

Assistant to CAO

Town of Borden-Carleton

A very good meeting was held at the Legion on Feb 06 2023 with representation from 10 different groups/agencies.

The next Steps for EMO Borden-Carleton ARE

Legion will apply for the balance of funding for a Back Up Generator so that the Legion could be used as a Reception Centre during a storm.

A letter has gone to the Minister of Health & Public Safety asking for funding for Comfort Centres throughout the province.

We will continue to work on the Town's EMO Plan and determine who should be represented on the Steering Committee

Staff will prepare education material for citizens in respect to Emergency Preparedness and the 72 Hour Plan and update our citizens database .

We will pursue the Concept of a Regional EMO organization.

Jim Wentzell

CAO

BORDEN-CARLETON EMO MEETING – FEBRUARY 06, 2023

Borden-Carleton Town Council

Mayor Randy Ahearn (Assistant EMO Coordinator)
Deputy Mayor Larry Allen (EMO Coordinator & Deputy Fire Chief)
Councillor Nicole Arsenault
Councillor Laurel Palmer-Thompson
Councillor Ashley Steele
Councillor Eric Stewart
Councillor Barb Wood

HON Jamie Fox's Office

Fallon Berry, Ministerial Assistant
Kellie Mulligan – Community Development Officer

EMO PEI

Dakota Murray – Public Safety Officer

Canadian Red Cross

Reda Debbagh – Provincial Manager PEI & NB

Borden-Carleton Fire Department

Shawn Jessome - Fire Chief

RCMP

Cpl. Travis Gallant

Royal Canadian Legion Branch 10

Keith Sigsworth, President
Mitch MacDonald
Sharon Noonan

Strait Crossing

Andrew Noonan
Alexis Raynaud.

Amherst Cove Consolidated School

Randy Gallant, Principal

Borden-Carleton Staff

Jim Wentzell - CAO
Joanne Smith – Assistant to the CAO
Holly Bernard – Recreation Director
Dennis Bernard – Head of Maintenance

Jim Wentzell

From: Tracey Allen <tallen@gov.pe.ca>
Sent: January 26, 2023 11:26 AM
To: Jim Wentzell; jmc murrer@fpeim.ca; admin@borden-carleton.ca
Subject: RE: Request for information - Policy/Pre Naming of Streets List

Hi Jim, Julie, and Joanne,

The information below might help to narrow down contacting municipalities for the information you are seeking (as up to date as I have):

Of the 58 municipalities in Prince Edward Island, only 4 municipalities own roads and are responsible for most of the maintenance.

- City of Charlottetown
- City of Summerside
- Town of Borden-Carleton
- Town of Souris

3 municipalities have roads ownership only, with the Province being responsible for the maintenance.

- Town of Alberton
- Town of Kensington
- Town of Three Rivers

The Province owns and is responsible for the roads of the remaining 51 municipalities.

Have a great day,
Tracey

From: Jim Wentzell <bcadmin@borden-carleton.ca>
Sent: Thursday, January 26, 2023 9:59 AM
To: jmc murrer@fpeim.ca
Cc: admin@borden-carleton.ca; Tracey Allen <tallen@gov.pe.ca>
Subject: Request for information - Policy/Pre Naming of Streets List

Hi Julie

Could you send an inquiry out to the municipal units. We are wondering if other municipalities create a list of pre-naming of streets to use when new streets are created and if they have a policy or criteria they use in adding names to the list? They can respond direct to Joanne at admin@borden-carleton.ca

Thank You

Jim Wentzell
CAO
902 437 2225

Jim Wentzell

To: Jim Wentzell
Subject: RE: THANK YOU RE: Meeting - January 31, 2023

From: Jim Wentzell <bcadmin@borden-carleton.ca>
Sent: February 1, 2023 9:50 AM
To: 'Heather Joudrie' <hljoudrie@gov.pe.ca>
Cc: 'jaaiken@gov.pe.ca' <jaaiken@gov.pe.ca>; Randy Ahearn (randahearn@msn.com) <randahearn@msn.com>; 'Jamie Fox' <jdfoxmla@assembly.pe.ca>
Subject: THANK YOU RE: Meeting - January 31, 2023

Hi Heather

We would like to thank you, Jamie Aiken, Minister Fox and Fallon for meeting with Council last night to discuss the development of the Fabrication Yard. Council appreciates the update, being kept informed and the opportunity to be part of the process.

We are all on the same page that Development of the site is very important to the Town and province and that the development of the site would have a positive impact on the Town depending of course what eventually is approved. We look forward to the next steps and appreciate the opportunity to have a Council representative as part of your team .

The matter of a Council representative will be discussed by Council later this month and I will let you know when a Council representative is chosen.

Again thanks for coming to Borden-Carleton and meeting with Council.

Jim Wentzell
CAO
902 437 2225

Note: The Mayor or his designate could be appointed the Town's representative which allows the Mayor to ask another person to attend any meetings whenever he wasn't available

Jim Wentzell

From: Jim Wentzell <bcadmin@borden-carleton.ca>
Sent: February 2, 2023 11:00 AM
To: Derek French
Subject: 228 Carleton St Site Plan
Attachments: 228 Carleton St Site Plan.pdf

Hi Derek

Next week, Council will be discussing the naming of the Driveway/Lane providing access to the three buildings proposed for 228 Carleton Street. I have been asked about a cul-de-sac or turning lane for Fire and other emergency vehicles. In viewing the site plan (see attached), it does not appear to me there is provisions for vehicles to be able to turn around.

What are the requirements for laneways that serve multiple buildings?

Thanks

Jim Wentzell
CAO
902 437 2225

Jim Wentzell

From: Greg Morrison <greg@arsenaultbros.com>
Sent: January 23, 2023 9:56 AM
To: Derek French
Cc: Jim Wentzell; Randy Ahearn; David Arsenault
Subject: RE: Borden-Carleton townhouse project - PID 380733

Good Morning Derek,

It is my understanding that the Town of Borden does not have any pre-approved street names. For the naming of this street, our preference would be that we pass the "naming rights" to the Town. If the Town would like to name the street, that would be great; however, if we must suggest names, we would present the following:

1. Abby
2. School
3. Lighthouse
4. Waterview

Thanks,

Greg Morrison, RPP MCIP
Director of Development | Arsenault Bros. Holdings Inc.

Phone: (902) 388-8096
Email: greg@arsenaultbros.com
Website: <https://www.arsenaultproperties.ca/>



From: Derek French <dfrenchservices@gmail.com>
Sent: Thursday, January 19, 2023 1:05 PM
To: Greg Morrison <greg@arsenaultbros.com>
Subject: Fwd: Borden-Carleton townhouse project - PID 380733

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Greg;

Since there is no additional room in the address range for Carleton St, 911 office recommends to name a private road on this property and then assign addresses for the townhouse residences off this new road.

Please provide three possible names and I will review them with the Town.

Regards

Jim Wentzell

From: 911 911 <911@gov.pe.ca>
Sent: December 21, 2022 11:07 AM
To: Borden-Carleton
Cc: Derek French
Subject: Borden-Carleton townhouse project - PID 380733
Attachments: 228A Carleton St, Borden-Carleton.pdf; 228 Carleton St, Borden-Carleton.pdf; PID 380733.pdf; 228B Carleton St, Borden-Carleton.pdf; !Form - 911 municipal civic address maintenance form A.docx; !Form - 911 municipal civic address maintenance form C.docx

Good morning,

Greg Morrison (902-388-8096, greg@arsenaultbros.com) contacted our office on behalf of Arsenault Brothers regarding the civic addressing configuration for a townhouse development on PID 380733.

This property is the former elementary school and is currently assigned 228 Carleton St. Mr. Morrison stated that there is approval for two buildings, each containing 4 residences.

This part of Carleton St has the following civic addresses currently implemented by the town:

- PID 380733 (former school property) is assigned 228 CARLETON ST
- PID 380758 (house) is assigned 228A CARLETON ST
- PID 763979 (cell / wireless tower) is assigned 228B CARLETON ST

Since there is no additional room in the address range for Carleton St, my recommendation is for the town to name a private road on this property and then assign addresses for the townhouse residences off this new road.

Fill out the attached form C for authorizing a new road name and address range (include a map showing where it is to be aligned). And fill out the attached form A for authorizing the new individual civic addresses (include a site plan showing the building locations and each residence entrance).

Many developers are subdividing multi-units (duplexes, triplexes, townhouses etc.) so if possible, my advice would be to avoid any alpha-numeric civic address assignments and assign unique whole number civic addresses for each residence. And the town should ensure that the address configuration is "future proofed" to accommodate potential in-fill development should additional buildings / residences be approved.

Please reply to this email address 911@gov.pe.ca with the completed civic address maintenance forms. As the civic addressing authority, the town is required to formally notify the developer of the address configuration being implemented. And the town will have to arrange to get a road sign installed.

Regards,
Steven Dickie
Civic Addressing Coordinator

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Regards,
Steven Dickie
Civic Addressing Coordinator

911 Administration Office
Public Safety Division
911@gov.pe.ca
Phone: 902-894-0385
Fax: 902-368-6362

Department of Justice and Public Safety
Government of Prince Edward Island
Suite 600, 134 Kent Street
PO Box 911
Charlottetown PE C1A 7L9
www.PrinceEdwardIsland.ca

Jim Wentzell

From: Jim Wentzell <bcadmin@borden-carleton.ca>
Sent: February 6, 2023 12:01 PM
To: 'Heather Joudrie'
Cc: 'jaaiken@gov.pe.ca'; 'jdfoxmla@assembly.pe.ca'; Randy Ahearn (randahearn@msn.com)
Subject: Fabrication Yard - Comprehensive Development Area Zone
Attachments: BC - Comprehensive Development Area Zone -CDA.pdf

Hi Heather

Attached is information from the Town of Borden-Carleton Official Plan and Development Bylaw in respect to the Comprehensive Development Area (CDA) Zone.

Permitted Uses is everything permitted in every other Zone including Light Industrial (Section 13.2)

As a minimum, the process follows the same process as a Rezoning Application. (Section 13.5) This means the proposal would be considered by the Town's Planning Committee and a public meeting would be required, then approval by Council. However, at the discretion of Council, Council may wish additional public input (Section 13.6)

Section 13.4 requires a Development Concept Plan (Site Plan).

There are discretionary conditions for Council and the Development Officer that should be decided by Council so that everyone is aware of what process will be followed: e.g. Its difficult to do a site plan until its known what is being proposed, what level of public involvement does Council want for development of the Fabrication Yard

Between the provincial working group and Council, the process that should be followed should be able to be worked out. I will ask Council for direction so the process can be spelled out more definitely .

Jim Wentzell
CAO
902 437 2225

13. COMPREHENSIVE DEVELOPMENT AREA (CDA)

13.1 Purpose

The purpose of the CDA Zone is to establish where (on the Zoning Map) the CDA development concept is to be applied and what land uses may be developed. All aspects of the development are handled through a development agreement in conjunction with a CDA development concept plan.

13.2 Permitted Uses

Uses permitted in a CDA Zone shall be those approved by the Authority Having Jurisdiction and may include all those Uses allowed in either the C1 Zone, C2 Zone, M Zone, PSI Zone or OS Zone, and may also include innovative mixed-Use Developments, subject to such conditions as may be stipulated by the Authority Having Jurisdiction.

13.3 Development Permits

Notwithstanding any other provision in this Development Bylaw, no development permit shall be issued in the CDA Zone except in conformity with a development agreement entered into by the Town of Borden-Carleton.

13.4 Development Concept Plan

1. The Authority Having Jurisdiction may require an applicant to submit a Site Plan drawn to a convenient scale certifying the agreement of the applicant to develop the site in accordance with the plan.
2. A Site Plan shall be prepared to a scale showing existing and proposed conditions and, at the discretion of the Development Officer, may include:
 - (i) location of all Buildings and Structures on the parcel with respect to the Lot boundaries;
 - (ii) location of the septic system or sewer service;
 - (iii) location of the well or water service;
 - (iv) location of the electrical service;
 - (v) location of the existing or proposed driveway(s);
 - (vi) floor plan(s) of the proposed Building or Structure;
 - (vii) elevation plan(s) of each exterior wall of the proposed Building or Structure;
 - (viii) drainage plan of the site, signed and sealed by a land surveyor, a professional engineer, or a landscape architect licensed to practice in the Province; and
 - (ix) any other information the Authority Having Jurisdiction deems necessary to determine whether or not the proposed Development conforms to the requirement of this Development Bylaw.

13.5 Approval Process

Approval of any CDA development concept constitutes a Development Bylaw amendment, and therefore must adhere to the requirements set out in Section 16.3 (Rezoning Applications) of this Development Bylaw.

1. Council may review proposed amendments to a previously approved CDA development concept plan and CDA development agreement. In order for Council to approve an amendment to the CDA development concept plan and CDA development agreement, Council shall determine as to whether the proposed amendments are in keeping with the original approval and are not contrary to the Official Plan and any provision of this Development Bylaw.
2. If Council determines a proposed amendment to a previously approved CDA development concept plan and CDA development agreement is contrary to the original approval or the Official Plan or any provision of this Development Bylaw, Council shall require the commencement of a new application process.

13.6 Council Discretionary Public Consultation

Council, at its discretion, may choose to solicit additional public opinion for a CDA development concept, through a variety of means in excess of the requirements set out in Section 16.3 of this Development Bylaw.

16. ADMINISTRATION

16.1 Variance

The Authority Having Jurisdiction may approve a variance not exceeding 10% variance from the provisions of this Development Bylaw if desirable and appropriate, and if the general intent and purpose of this Development Bylaw is maintained.

1. Authorization for a variance shall be documented and recorded in writing.
2. No variance shall be granted where the difficulty experienced is the result of intentional or negligent conduct of the applicant in relation to the property.
3. Notwithstanding any other section of this Development Bylaw, Council may, in the case of a major development, authorize variances in excess of ten percent (10%) variance from the provisions of this Development Bylaw if the Authority Having Jurisdiction deems such a variance desirable and appropriate and if such variance is in keeping with the general intent and purpose of this Development Bylaw.
 - (a) Notification shall be provided to surrounding property owners as set out in Section 16.2.8 of this Development Bylaw prior to a decision of the Authority Having Jurisdiction.
 - (b) Aggrieved property owners will be required to provide written reasons outlining objections to the proposed variance within fourteen (14) days of receipt of notice.

16.2 Rezoning Procedures

1. A person who seeks the rezoning of a lot or to have this Development Bylaw otherwise amended shall address a written and signed application to Council.
2. An application under this Section shall include such information as may be required for the purpose of adequately assessing the desirability of the proposal.
3. The applicant shall at the time of submitting their application, deposit with the Administrator money necessary to cover all costs, direct and indirect pertaining to the processing of their application. This shall apply to costs associated with advertising and costs associated with preparing and mailing notifications pursuant to subsections 7. & 8. of this Section.
4. Funds deposited with the Administrator shall not be less than \$300.00.
5. The Authority Having Jurisdiction retains the right to deny a rezoning request without holding a public meeting if such request is deemed by the Authority Having Jurisdiction to be inconsistent with the Official Plan and appropriate land use planning. Should the Authority Having Jurisdiction not proceed with a public meeting, a portion of the deposit as per subsection 4. shall be returned to the applicant.
6. Subject to 5. above, the Authority Having Jurisdiction shall hold a public meeting to solicit input from residents on the proposed rezoning request.
7. The Authority Having Jurisdiction shall give seven (7) clear days notice of the public

meeting, as per *the Interpretation Act*. This notice shall be advertised in a newspaper in circulation in Borden-Carleton.

8. The Authority Having Jurisdiction shall forward a notification letter to property owners who own a parcel of land located, in whole or in part, within one hundred ft. (100) (30.48 m.) from a lot line of the parcel being proposed for rezoning.
9. **Following the public meeting** the Authority Having Jurisdiction shall formulate a decision on the zoning proposal. The Authority Having Jurisdiction shall have the authority to determine whether a zoning proposal is approved, modified, or denied.
10. Nothing in this Development Bylaw restricts the right of the Authority Having Jurisdiction to initiate its own rezoning requests.

16.3 Building Permit Fees

Building permit fees shall be levied in accordance with a Schedule of fees as adopted by the Authority Having Jurisdiction's resolution appended to this Development Bylaw as Schedule B.

16.4 Change of Use Permits

The fee for a change of use building permit shall be set in accordance with the new use as prescribed in Schedule B.

16.5 Subdivision Fees

A one hundred dollar (\$100.00) fee shall be applied for each new lot created.

16.6 Permits Recognized as Valid

Notwithstanding any Section of this Development Bylaw, building permits are not valid and will not be recognized until the respective fee is paid in full and such permit is acquired.

16.7 Subdivision Approval

No person shall subdivide one or more lots or any portion of a lot and no person shall consolidate two or more parcels of land until the conditions of this Development Bylaw have been complied with and the applicant has received final approval from the Authority Having Jurisdiction.

16.8 Conveying Interest in a Lot

No person shall sell or convey interest in a lot in a subdivision before the Authority Having Jurisdiction has issued a stamp of approval for the subdivision in which the lot is situated.

TOWN OF BORDEN-CARLETON

Official Plan



October 13, 2015

Prepared by:
**Town of Borden-Carleton
Council and
Derek A. French
Professional Services Inc.**

between the former Borden Townsite, the Amherst Cove School and the old Carleton School.

- .9 Borden-Carleton shall work with the English School Board to establish guidelines for the Town use of schools for recreational purposes and to: establish access to school facilities to accommodate cultural programs such as children's crafts, music and dance lessons; and identify ways in which more extracurricular activities can be developed for children.
- .10 Borden-Carleton shall make every effort, where appropriate and financially feasible, to make park areas and recreation facilities in the Town accessible to the physically challenged.

5.9 Development Opportunities

Context

There are several key development opportunities in the Town : the PEI #3 (Industrial Park), Strait Crossing Inc. (SCI) fabrication yard lands and other parcels of land owned by private developers which should be developed based on private sector initiatives in keeping with the OP including the expansion of agricultural operations. Each of these locations offers an opportunity for redevelopment, and thus increasing the tax base of Borden-Carleton and the employment opportunities for residents.

In 2013 the Province acquired the fabrication yard lands from SCI. The Town is in on-going discussion and negotiations with the Province on the future of the SCI fabrication yard lands. The Town has been informed that the Province intends to improve the site by planting trees. The Town would consider taking over the property, if certain conditions were met, in order to pursue future development.

Objectives

To examine new opportunities for growth in the Town which will increase the tax base and provide employment opportunities for residents.

To continue to negotiate with the Province and appropriate private developers on the future of the SCI fabrication yard lands to ensure efficient and effective redevelopment which is in the best interests of the Town.

Policies

- .1 Borden-Carleton shall explore opportunities with the Province and appropriate private developers for enhanced linkages between PEI #1 (Gateway Village) and the Town .
- .2 Borden-Carleton shall provide input when consulted by the Province on any development prior to approval regarding the development of PEI #3 to assist in establishing the parameters for these projects.
- .3 Borden-Carleton shall continue negotiations with the Province and appropriate private developers on the future of the former SCI fabrication yard lands.
- .4 Borden-Carleton shall require a future development concept plan for the SCI fabrication yard lands with a detailed secondary plan process.

5.10 Implementation

Context

The actions required to implement the OP are contained in the policies, and will require amendment of the development bylaw. The OP will establish trends and guide development in Borden-Carleton in the coming years. While it has received extensive review and is considered the most appropriate document for the future, nevertheless, deficiencies will be found. As a result, it should be monitored and reviewed to evaluate its effectiveness in attaining its goals and objectives.

Objectives

To provide ongoing monitoring and review of the Official Plan and resulting development bylaw to ensure continuing appropriateness of the policies and zoning provisions.

Policies

- .1 Borden-Carleton shall review the OP comprehensively at five-year intervals to evaluate its effectiveness in attaining its goals, objectives and land use policies, and such goals, objectives and policies may be amended as appropriate.
- .2 Borden-Carleton shall review its Development Bylaw to bring it into compliance with the OP.
- .3 Borden-Carleton shall consider amendments to the OP when: there is a need to change a policy due to additional information; there are changing conditions or changing public attitudes; there is a request for re-zoning supported by Council

which conflicts with the OP; or when there is a conflict with a provincially adopted land use policy.

- .4 Borden-Carleton shall provide for public input on all planning and development decisions where deemed necessary. In addition to the requirements for public participation set out in the *Planning Act*, Borden-Carleton shall provide additional opportunities for public consultation including public information on planning and development activities and community feedback through mechanisms such as surveys and public meetings.
- .5 Borden-Carleton shall adopt a five-year capital budget and update it on an annual basis. The capital budget will be aimed at implementing the initiatives in this OP.



SPECIAL BUDGET MEETINGS

*The Draft Budget will be discussed by Council on Tuesday
March 21, 2023 at the Town Hall 20 Dickie Road*

The public is invited to a special meeting
7:00pm on Thursday March 30, 2023
Royal Canadian Legion Branch 10 - 240 Main St

At which time Council will be setting the 2023/24 tax rates.

902 437 2225

accountant@borden-carleton.ca



Budgets 2022/23