



## Town of Borden-Carleton

### Minutes

Nov 09, 2021 - 20 Dickie Road, Borden-Carleton, PE

7:00pm

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

**ALSO, PRESENT:** Chief Administrative Officer Jim Wentzell

#### **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.*

No one declared a Conflict of Interest for this meeting.

#### **2. 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 5-0

#### **4. APPROVAL OF PREVIOUS MINUTES:**

It was duly moved and seconded that the minutes of the Oct 12, 2021 regular Council meeting be adopted as presented.

Moved by Councillor Nicole Arsenault, seconded by Councillor Barb Wood

CARRIED 5-0

It was duly moved and seconded that the minute notes of the Oct 13 2021 special meeting be adopted as compiled by the Central Development Agency Re Trail Development.

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

CARRIED 5-0

Our MLA, the Honorable Jamie Fox also attended this meeting.

## 5. COMMITTEE REPORTS:

**Police Report:** Report included in package. Councillor **Nicole Arsenault** presented the Police Reports for July and August as submitted by the RCMP.

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

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

CARRIED 5-0

### **Fire Report:**

Councillor Nicole Arsenault presented the Fire Chief's Report for the month.

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

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

CARRIED 5-0

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

5.3 **Recreation/Arena Reports:** Councillor Larry Allen presented the report of the Recreation Director for the month,

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

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

CARRIED 5-0

A general discussion took place in respect to possible improvements in the Arena affecting heat in the lady's washroom, use of rooms by Referees, location of handicapped facilities and ways to improve the efficiency of the Canteen.

**5.4 Properties and Planning Report:**

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

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

Moved by Councillor Laurel Palmer-Thompson, seconded by Councillor Eric Stewart.

CARRIED 5-0

A discussion took place on the safety of the Boardwalk as well as its long-term use. The CAO was requested to have boards causing a safety hazard replaced and the subject of the Boardwalk would be readdressed at Budget time. The storing of seasonal park equipment and flower baskets was also discussed.

**It was duly moved and seconded that the CAO obtain quotes on the upgrade of the Electrical service at the Lighthouse as well as the extension of a suitable water and sewer service to the building.**

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

CARRIED 5-0

**5.5 Finance and Administration Report:** Report included in Package. The CAO reviewed his report for Sept.

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

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

CARRIED 5-0

Council also received audit letters from MRSB as a result of the 2019/20 and 2020/21 audited financial statements. The CAO circulated his comments on the two audit letters and stated the recommendations of the Auditors are in the process being implemented.

Council asked about receiving monthly financial statements and the CAO stated the next task was to remapping the accounts for the Town so meaningful financial statements could be produced for Council.

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

Councillor Barb Wood presented a verbal report on the activities of the Public Works/Streets and Lights Committee.

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

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

CARRIED 5-0

The CAO was requested to obtain information on what was involved in turning streets of the Town over to the province.

#### **5.7 Water and Sewer Report:**

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

Moved by Deputy Mayor Randy Ahearn, seconded by Councillor Barb Wood.

CARRIED 5-0

The CAO outlined to Council that a licensed individual has been engaged to operate the Town's Water Utility (with the assistance of Dennis) until December 31 2021. In addition, an agreement is being drawn up for another firm with licensed personnel to look after the Sewer utility at present and both the Sewer and Water systems as of January 1, 2022.

This change was as a result of the resignation by Alan Nesbitt Plumbing on Oct 11<sup>th</sup> who had operated the Town's Utilities for a number of years.

#### **EXTERNAL REPORTS:**

##### **BADC Report:**

Councillor Barb Wood gave a verbal report on the activities of the BADC. She stated that they were hoping to receive funding for a Heat Pump for Founder's Hall.

##### **Destination Borden-Carleton:**

Councillor Laurel Palmer-Thompson gave a verbal report on the activities of the Destination – Carleton Committee.

She reported on the meeting held with members of Council along with Barbara Weeks, CDC and Minister Jamie Fox in respect to the Trail Development project that the Town has been offered funding for.

#### **7. CORRESPONDENCE**

##### **INFORMANTION ITEMS:**

7.1 Fed PEI Municipalities – 2021 Semi-Annual Meeting Nov 2, 2021 Summerside.

It was reported that Councilors' Nicole Arsenault, Laurel Palmer-Thompson and Barb Wood attended this meeting.

## ACTION ITEMS

There were no Action items of Correspondence

### **8. UNFINISHED BUSINESS**

8.1 Housing Development Update (Will be discussed In Camera)

8.2 Trail Development Project

The CAO and Councillor Barb Wood reported on the meeting held today with the CDC and interested parties to gather more information on the proposed Trail Development. The representative from Ducks Unlimited was very helpful to providing information on users and owners of the land proposed to be used and those present will be looking at further defining the wetlands that could affect the location of trails.

### **9. NEW BUSINESS**

9.1 Five (5) Year Capital Budgeting Process

The CAO stated that in a few days Council will get a package for input in the Five-Year Capital Budgeting process for the town and Utilities

9.2 Water/Wastewater Rate Study

It was agreed that the CAO would look into a firm to conduct a Water/Wastewater Rate study.

9.3 Re-Zoning KOA Campground

**Barry King of Melinda's Wood Camping and RV Park Ltd submitted a survey plan for subdivision approval outlining the portion of PID 778936 to be redesignated and rezoned as per their application approved by Council last January.**

Whereas on January 12 2021 Council passed a motion to amend Appendix 1 of the General Land Use Map to change the designation of a portion of PID # 778936 from Residential to Commercial , and to Amend Appendix A Zoning Map to rezone a portion of PID #778936 from the Residential (R1 Zone) to the Highway Commercial (C2) Zone; and

Whereas a survey has now been completed dated November 2, 2021 showing the portion of PID #778936 to be redesignated and rezoned and to be joined with PID # 563551; and

Whereas the total area being redesignated and rezoned does not exceed 6.28 acres,

**Therefore, Council accepts this plan of survey to form the redesignating and rezoning of lands of Melinda's Wood Camping and RV Park Ltd as approved by Town Council on January 12, 2021.**

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

CARRIED 5-0

It was pointed out that once the rezoning was approved by the Minister that a development agreement was still required with Melinda's Wood Camping and RV Park Ltd before the Campground expansion could proceed.

9.4 Council/Staff Christmas Party/Bonuses for 2021

It was duly moved and seconded that the Council/staff Christmas Party be held on Dec 17<sup>th</sup> at the Royal Canadian Legion and that staff bonuses for 2021 be \$200 for full time staff and \$100 for part-time and seasonal staff.

Moved by Councillor Nicole Arsenault, seconded by Councillor Barb Wood

CARRIED 5-0

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

MGA 119 (e) Contractual Discussions (Housing) & MGA 119(d) Human Resource Matters

It was duly moved and seconded that Council Go into Camera

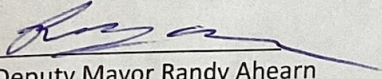
Moved by Councillor Laurel Palmer-Thompson, seconded by Councillor Nicole Arsenault

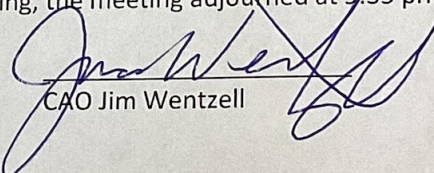
CARRIED 5-0

Council went into Camera at 9:05 pm  
Council Returned to Open Session at 9:34pm

The CAO was directed to forward the Draft Development Agreement for Housing at 228 Carleton St to the Developer for their approval.

There being no further business to come before the meeting, the meeting adjourned at 9:35 pm

  
Deputy Mayor Randy Ahearn

  
CAO Jim Wentzell

