



**Town of Borden-Carleton**

**Regular Council Meeting**

**Tuesday, July 18<sup>th</sup>, 2023 at 7:00 p.m.**

**20 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) -

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**3. ADOPTION OF THE AGENDA:**

**4. APPROVAL OF PREVIOUS MINUTES:**

4.1 Regular Council Meeting – June 13<sup>th</sup>, 2023

**5. PUBLIC PRESENTATIONS:**

5.1 Chad & Nit Howatt – Objection to DP Murphy Inc application to IRAC for a Retail Gas Outlet in Borden-Carleton

**6. COMMITTEE REPORTS:**

6.1 Police Report: RCMP Reports for June 2023

6.2 Fire Department Report:

6.2.1 New Firefighter Application

6.3 Recreation Director's Report:

6.3.1 Canada Day Photo Contest

6.4 Properties and Planning Report:

6.4.1 Development Permit Approvals June 2023

6.5 Finance and Administration Report:

6.5.1 Cash Flow Report for June 2023

6.5.2 Disbursement Listing June 2023

6.5.3 CAO Update – Various Activities

**7. EXTERNAL REPORTS:**

## **8. CORRESPONDENCE:**

### **INFORMATION ITEMS:**

- 8.1 *The Terry Fox Foundation – 43<sup>rd</sup> annual Terry Fox Run – Invitation to the Town*
- 8.2 *Immigration Refugees and Citizenship Canada – Welcoming Week September 8-17, 2023*
- 8.3 *Ombuds PEI – Best Practices: A Guide to Closed Council Meeting & Committee Meetings*
- 8.4 *Local Choice PEI – Electoral Reform at the Municipal Level*
- 8.5 *Department of Housing, Land and Communities’ – Fiona Support Initiative*
- 8.6 *Federation of PEI Municipalities – Housing Accelerator Fund Portal*
- 8.7 *Community Conservation Research Network – Coastal Communities Face the Future (short film)*

### **ACTION ITEMS:**

- 8.8 *Baseball PEI – Donation request of ice time for fundraising auction*

## **9. UNFINISHED BUSINESS:**

- 9.1 Housing Issues Update – Read Road
- 9.2 Participation in PEI Discovery and Research Centre
- 9.3 Update on Fabrication Yard Development

## **10. NEW BUSINESS:**

- 10.1 IRAC – Notice of Application for New Retail Gasoline Outlet (PID# 686592) – Borden-Carleton
- 10.2 Insurance Coverage 2023

## **11. IN-CAMERA:**

### **MGA Section 119:**

- 119(1)(a) commercial information which, if disclosed, would likely be prejudicial to the municipality or parties involved.
- 119(1)(d) human resource matters, including labour relations or employee negotiations

## **12. ADJOURNMENT:**



**Town of Borden-Carleton**

**Regular Council Meeting Minutes**

**June 13<sup>th</sup>, 2023 – 20 Dickie Road Borden-Carleton, PE**

**7:00pm**

**PRESENT:** Mayor Randy Ahearn; Councillor Barb Wood, Councillor Nicole Arsenault; and Councillor Eric Stewart.

**REGRETS:** Deputy Mayor Larry Allen; Councillor Laurel Palmer-Thompson and Councillor Ashley Steele.

**STAFF PRESENT:** Chief Administrative Officer, Jim Wentzell  
Assistant to CAO, Joanne Smith

**ALSO PRESENT:** Cpl. Travis Gallant, East Prince RCMP Detachment (left meeting at 7.22 p.m.)

**1. CALL TO ORDER:**

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

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

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 Nicole Arsenault and seconded by Councillor Eric Stewart THAT the agenda be approved as presented.

**MOTION CARRIED (3-0) (RR#23-06-01)**

**4. APPROVAL OF PREVIOUS MINUTES:**

It was duly moved by Councillor Eric Stewart and seconded by Councillor Barb Wood THAT the minutes of the May 9<sup>th</sup>, 2023 regular Council meeting be adopted as presented.

**MOTION CARRIED (3-0) (RR#23-06-02)**

5. **PRESENTATIONS:** Nil

6. **COMMITTEE REPORTS:**

6.1 **Police Report:**

Council welcomed Cpl. Travis Gallant to the Council meeting.

The RCMP report for the month of May 2023 submitted by Acting Sergeant Logan was presented by Cpl. Travis Gallant.

Cpl. Travis Gallant answered questions from Council members on issues regarding Town parking, speeding within Town limits and police jurisdiction regarding municipal bylaws.

Council thanked Cpl. Gallant for attending the Council meeting.

**It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Barb Wood THAT the policing reports for the Town of Borden-Carleton be accepted as presented.**

**MOTION CARRIED (3-0) (RR#23-06-03)**

6.2 **Recreation Director's Report:**

The Recreation Director's Report for the month of May 2023 was submitted and found in the Council package and presented by Councillor Eric Stewart.

**It was duly moved by Councillor Eric Stewart and seconded by Councillor Barb Wood THAT the Recreation Director's report for the month of May 2023 be accepted as presented.**

**MOTION CARRIED (3-0) (RR#23-06-04)**

6.3 **Properties and Planning Report:**

Councillor Barb Wood gave a report from the Properties and Planning Committee in respect to development permits issued for the month of May 2023.

**It was duly moved by Councillor Barb Wood and seconded by Councillor Nicole Arsenault THAT the Properties and Planning Committee report be accepted as presented.**

**MOTION CARRIED (3-0) (RR#23-06-05)**

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

6.4.1 Cash Flow Report May 2023

6.4.2 Disbursement Listing May 2023

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

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

Monthly totals: Town \$63,660.13  
 Arena \$13,743.46  
 Utility \$18,288.13

**It was duly moved by Councillor Eric Stewart and seconded by Councillor Nicole Arsenault THAT** the Finance and Administration report be accepted as presented.

**MOTION CARRIED (3-0) (RR#23-06-06)**

#### **6.4.3 CAO Update – Various Activities**

The CAO circulated members of Council an update on various activities during the past month.

#### **6.4.4 Electronic Council Meetings Report**

A report was circulated to members of Council on tablets to be used at Council meetings by members of Council and staff.

**It was duly moved by Councillor Eric Stewart and seconded by Councillor Nicole Arsenault THAT** the Town purchase 10 iPad tablets for Council and staff to use for future Council meetings at a cost of \$399 per tablet; \$130 per pen; plus, GST.

**MOTION CARRIED (3-0) (RR#23-06-07)**

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

#### **8. CORRESPONDENCE:**

##### **INFORMATION ITEMS:**

8.1 *The Friends of Seacow Head Lighthouse Inc. – We'll Keep the Light on* – Official Opening Ceremonies

8.2 Develop West Prince – *Municipal Approaches to Housing Supply and Affordability* workshop  
 Email was sent to Council on June 5<sup>th</sup>, 2023 to see if they wished to attend the workshop.

Both the Mayor and CAO stated they intend to attend this Housing workshop.

8.3 Department of Municipal Affairs – June 2023 Newsletter

#### **9. UNFINISHED BUSINESS:**

##### **9.1 Participation in PEI Discovery and Research Centre**

An email was received from Ron Perry, CEO of the PEI Discovery and Research Centre, advising that they were still reviewing their options for the location of the PEI Discovery and Research Centre and hoped to make a decision by the end of June.

## 9.2 Housing Issues Update

A report was circulated by the CAO on various housing developments currently underway in the Town as well as ongoing discussions with the province and CMHC in respect to housing funding opportunities.

## 10. NEW BUSINESS:

### 10.1 Quote from MRSB to complete Water and Sewer Application to IRAC

**It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Barb Wood THAT** Council accept the quote from MRSB to undertake a sewer and water rate application to be submitted to IRAC at a cost of \$5,900 plus HST.

**MOTION CARRIED (3-0) (RR#23-06-08)**

## 12. ADJOURNMENT:

There being no further business to come before the meeting, the meeting adjourned at 7:48 p.m.

\_\_\_\_\_  
Mayor, Randy Ahearn

\_\_\_\_\_  
CAO, Jim Wentzell

Schedule A

Request for Decision to Speak Before Council/Or Council Committee

|                              |   |
|------------------------------|---|
| <b>Date:</b><br>July 13/2023 | <b>Must be received at Town Office by 12:00 noon<br/>On Thursday prior to regular Council Meeting</b> |
|------------------------------|---|

|                               |   |
|-------------------------------|---|
| <b>Person:</b><br>Chad Howatt | <b>Representing:</b> Howatt's Tourist Mart LTD. |
|-------------------------------|---|

|  |
|--|
| <b>Background:</b><br>objection of PD527 Retail Gasoline outlet<br>Application of D.P. Murphy Inc. |
|--|

|   |
|---|
| <b>Request:</b><br>Describe request of Council. Attached list if a Petition; Attached other documentation |
|---|

## Jim Wentzell

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**From:** Howatt's Hotmail <chadnicki@hotmail.com>  
**Sent:** June 30, 2023 7:52 PM  
**To:** badmin@borden-carleton.ca; randahearn@msn.com  
**Subject:** Letter of Opposition for D.P. Murphy Inc. application  
**Attachments:** IRAC June 2023 .pdf

Howatt's Tourist Mart Ltd.  
23357 Trans Canada #1  
Borden-Carleton, PE  
COB 1X0

June 30, 2023

Town of Borden-Carleton  
20 Dickie Road.  
Attention: James Wentzell, Randy Ahearn and Counsellors

**RE: PD527 New Retail Gasoline Outlet Application D.P. Murphy**

Dear Mr. Wentzell, Mayor Ahearn and Counsellors:

We are writing you today in regard to the D.P. Murphy Inc. application that has been filed with IRAC for a new gas station at the corner of the Trans Canada Highway and the Dickie Road. We have officially sent an opposition letter to IRAC about this application and want you to be aware of where a business that will be directly affected by this application stands.

We are in no way anti-development especially when it comes to our community, but we do not feel there is a need for a fourth gas station in Borden-Carleton. We believe it would be damaging to all current gas station owners as well as the community. In their proposal there is nothing that is being offered that is not currently available within the town of Borden-Carleton currently. We have attached the letter that we have sent to IRAC for you to review. We would appreciate feedback on where the town stands on this application. Please share with all counsellors as we don't have everyone's contact information.

Thank you,

Chad Howatt & Nic Howatt

Attached letter to IRAC

Howatt's Tourist Mart Ltd  
23357 Trans Canada Highway  
Borden-Carleton, PEI  
COB 1X0

Island Regulatory and Appeals Commission  
National Bank Tower  
501-134 Kent Street



Howatt's Tourist Mart Ltd  
23357 Trans Canada Highway  
Borden-Carleton, PEI  
COB 1X0

Island Regulatory and Appeals Commission  
National Bank Tower  
501-134 Kent Street  
Charlottetown, PE C1A 7L1  
**Attention: Allison MacEwen, Director**

Dear Mr. MacEwen

Howatts Tourist Mart would formally oppose the D.P. Murphy Inc. application to build a petroleum outlet in Borden-Carleton.

We do not believe another petroleum outlet in Borden-Carleton is needed and would be damaging to our business greatly and the other two stations in the area. It is our belief that there is not enough traffic to sustain 4 stations in a community of 788 residents and only a daily average of 4724 vehicles.

Under the Island Regulatory and appeals Commission D.P Murphy Inc. Must provide the following.

- 1. The promotion of competition;**
- 2. Traffic volumes and trends in the general area of the proposed location;**
- 3. Population size and trends in the general area of the proposed outlet;**
- 4. Trends in gasoline sales, especially, but not exclusively, among outlets in the general vicinity of the proposed location;**
- 5. Services presently available to the motoring public in the general area of the proposed location**

**First the "Promotion of competition".** There are currently 3 stations in Borden-Carleton that have ample parking. There are EV Chargers in the community, and we are in the process of getting EV Chargers at the Shell. There is still presently an Irving in the area, and we believe there still will be if this application is declined. The application references the loyalty program and our location also take Airmiles just like the Irving so it wouldn't be adding anything to the general public and they most certainly would not be losing that loyalty program.

**Second "Traffic volumes and trends in the general area of the proposed location".** As D.P. Murphy inc. application states the traffic has grown to 4724 AADT (Annual Average Daily Traffic) which is a growth of 941 cars a day since 2011. In 2011 we sold 4,005,882 liters. In 2022 we sold 271,116 liters which is a 93% decrease. We believe that is the trend you will see at the other two stations. There are presently three stations sharing 4724 AADT. In the last application presented to IRAC there were 2 stations sharing over 20,000 AADT a day when Mels put in the application. Now there are 3 stations sharing 20000 which is reasonable.

**Third "Population size and trends in the general area of the proposed outlet".** The average population per retail gas station on PEI in 2019 was 1846 per site. Borden-Carleton has 3 retail gas station for 783

people. We are a community of 788 people. It is a small community and already has 3 stations that currently offer everything that has been put in their proposal. In the last application presented to IRAC there were 2 stations sharing over 10000 people when Mels put in the application. Now there are 3 stations sharing 10000 people which is reasonable.

**Fourth “Trends in gasoline sales, especially, but not exclusively, among outlets in the general vicinity of the proposed location”.** As said previously our liters are down 93% since 2011. As D.P. Murphy inc. application states the average volume is 2,500,000. Our liters for 2022 were 271,116 which is just above average. As D.P. Murphy Inc. application states, in 2013 there was 93 stations and in 2021 there are 87 so that is 5 stations that went out of business. If another station is approved, we will be below.

**Fifth “Services presently available to the motoring public in the general area of the proposed location”** This was not outlined in the D.P. Murphy Inc. application. Everything in the D.P. Murphy Inc. application of services that they are going to offer are presently in the community already. The community has 3 stations, it has a Tim Hortons, it has a 24 hour station, it has lots of parking which is also used for extended parking for Islanders that are travelling off the Island and for teams that are needing to meet a bus, and it has EV chargers. The D.P. Murphy Inc. application did speak a lot about tourism and the “Predicted” increase of tourism. That’s something that can’t be controlled as we know from covid. The D.P. Murphy Inc. application states there are 2 accesses to the property both on Dickie Road which is a small quiet road that has no paved shoulders. The increased traffic would be a danger to the people living and walking on the road. The D.P. Murphy Inc. application does state it was proposing an entrance from the highway but not an exit. It is only proposed so not approved.

If this the D.P. Murphy Inc. application is approved, it will most definitely be the end of one of the three gas stations currently operating in the area. We know the Esso is a corporate site so it will still be a loss for them; although not ideal, it will not put them out of business. It would be very damaging for Ceretti’s which is the only larger grocery store in the area. If the community would lose the grocery store it would be devastating. We also carry more groceries than most c/store locations and many people depend on that. We as do Ceretti’s carry personal accounts for our customers that may not have the money to get from pay cheque to pay cheque and old age pension. That is food or fuel that they can have access to when money is tight.

In closing the D.P. Murphy Inc. application will not benefit the community nor will it provide anything that the community presently does not have that will benefit the motoring public. After reviewing the endorsement letters from Straight Crossing and Tourism PEI I would hope that their support would also be provided to the current stations that have been welcoming tourists, business travellers and fellow Islanders for the past 55 plus years. Our location and Ceretti’s have been family owned and operated businesses that have been passed down from grandparents to parents and now their children, the current operators.

Regards

Nic Howatt  
Co-owner  
(902) 432-4846

Chad Howatt  
Co-owner  
(902) 439-4222

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

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

The East Prince Detachment reports a total of 17 police files created for service to Borden-Carleton, during the month of June, 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

On the evening of June 30<sup>th</sup>, 2023, RCMP provided extra patrols through the Town of Borden-Carleton, during which some scheduled activities were taking place, including live music and fireworks.

This past month, Prince Edward Island RCMP also participated in the DiverseCity Multicultural Festival. This event supports settlement, inclusion, anti-racism, and retention. The RCMP is committed to embracing diversity and are actively working towards greater inclusivity. The Festival held in PEI was a great success, and was an opportunity to learn, connect and celebrate our diverse community. See below photo.



Each year, the RCMP offers a contest for children across Canada to help find names for future police dogs. One winner from each province and territory are chosen, and this year Maia Mueller from PEI was selected for choosing the name “Sarge.” Prince District Doghandler, Cst. Brad Power and his dog Noah, presented Maia with a certificate of thanks, along with her very own RCMP stuffed toy puppy. See below photos.



Prince District RCMP Members have reported 165 hours providing policing services to the Town of Borden-Carleton, during the month of June 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.

This past month, East Prince RCMP Detachment Services Assistants processed 16 Criminal Record Checks for residents of Borden-Carleton, for various reasons, including employment and volunteering.

| OCCURRENCES                                | June<br>2023 | Year to<br>Date |
|--|--------------|-----------------|
| Assaults (All Categories)                  | 1            | 1               |
| Break and Enters<br>(Residence & Business) | 0            | 2               |
| Assistance to Organization                 | 1            | 2               |
| Abandoned Vehicle                          | 0            | 1               |
| Theft of Motor Vehicle                     | 0            | 0               |
| Theft Under \$ 5000.00                     | 3            | 10              |
| Theft Over \$ 5000.00                      | 0            | 0               |
| Drugs ( Possession )                       | 0            | 1               |
| Criminal Harassment                        | 0            | 2               |
| Drugs (Trafficking )                       | 0            | 0               |
| Information File                           | 0            | 1               |
| Firearms Act                               | 1            | 1               |
| Traffic Violations                         | 5            | 36              |
| Traffic Collision                          | 0            | 2               |
| Trespass Act                               | 0            | 1               |

|  |           |            |
|--|-----------|------------|
| Roadside Suspension  | 0         | 1          |
| Liquor Act   | 1         | 1          |
| Uttering Threats against a Person                                | 0         | 1          |
| Causing a Disturbance / Mischief (including public intoxication) | 1         | 1          |
| Impaired Operation of Motor Vehicle                              | 0         | 2          |
| Sexual Assault/Interference                                      | 0         | 1          |
| Distribute Intimate Image without Consent                        | 0         | 1          |
| Immigration & Refugee Protection Act                             | 0         | 1          |
| CheckStops   | 0         | 19         |
| False Alarms   | 1         | 4          |
| Use/Traffick/Possess a Forged Document                           | 0         | 1          |
| Sudden Death   | 0         | 1          |
| Wellbeing Check  | 0         | 2          |
| Suspicious Person/Vehicle  | 1         | 2          |
| 911 Act  | 0         | 1          |
| Dangerous Driving  | 1         | 2          |
| Mental Health Act  | 1         | 4          |
| <b>Total Calls for Service</b>                                   | <b>17</b> | <b>105</b> |

Provincial Charges/Warnings for the month:

| TRAFFIC                                   | June 2023 | Year to Date |
|---|-----------|--------------|
| Speeding Violation Charge                 | 1         | 12           |
| Other Non-Moving Traffic Violation Charge | 0         | 5            |
| Warning Issued                            | 3         | 12           |
| Liquor Act Charge                         | 1         | 1            |

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



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 |
|---------|------------------------|----------|---------|
| May 16  | Alarm                  | Albany   | 12      |
| JUNE 2  | WOODS FIRE Mutual Aid  | Bedque   | 11      |
| JUNE 11 | Motor Vehicle Accident | Albany   | 15      |
|         |                        |          |         |
|         |                        |          |         |
|         |                        |          |         |
|         |                        |          |         |

# Borden-Carleton Fire Department Application Form for Volunteer Firefighters

\*Applicant must be at least 18 years of age

Name: Anna Jesulaitis

Address: 40 Dougay Rd, Albany, PE, COB 1A0

Home Phone: 902-303-9595

Occupation: student

Date of Birth: May 2, 2005

List ANY medical conditions &/or medications taken daily:

None

Fear of Heights  Yes  No

Physically Fit  Yes  No

\*Subject to a criminal background check (must be clear)

\*Must be living in the area for 1 year prior to applying.

The applicant will be expected to attend all fire calls if possible when called and maintain a reasonable attendance at fire hall nights depending on shift work, ect. You will also be expected to make all effort to attend all special training sessions and firefighter's association meetings within the department and participate in training sessions or school outside the department.

Acceptance is subject to a secret ballot vote conducted by the Firefighter's Association.

After a probationary or training period of one year, the applicant will be expected to assume his/her share of the responsibilities within the department and to be prepared to operate any piece of equipment he/she has received training on.

When fighting fires, practicing, or participating in department related activities, firefighters are expected to act in such a way as to bring pride and a high sense of morale to the department. They are expected to conduct themselves in such a way as to gain respect from the communities in which they serve.

Date: April 11, 2023

Applicant: Anna Jesulaitis

Fire Chief: Shawn Jessome

APPROVED  
May 11, 2023

Tuesday, July 18<sup>th</sup>

## RECREATION DIRECTOR'S REPORT

Canada Day events were once again successful this year. Friday brought in some bad weather that had us back and forth on whether to move the event to the rink or not but in the end, we made the right decision to move it as the weather was terrible but the event worked out very well. Thank you to everyone who helped with the transition from the park to the rink, it was greatly appreciated.

Congratulations to the town award winners;

Citizen of the Year- John MacKenzie

Youth of the Year – Trinity Somers

Neighbor of the Year – Bobby Jesulaitis

Volunteer of the Year – Glenn MacWilliams

The Fish Tub races has 9 teams participate this year and it worked out so well. Everyone who participated or watched had a great time. We look forward to this event growing next year.

Once again, the twins Alex and Nathaniel Pickering took home the win!

We had 63 children register for the Bike Rodeo this year and it was a great event. A huge thank you to Constable Justin Robertson with the East Prince RCMP Detachment for his outstanding participation in this event as well as his assistance with the BBQ and arena events later in the afternoon. He talked on bike/helmet safety, walked the course with the kids, cooked hamburgers, interacted with everyone and bough cotton candy to hand out to kids.

Huge shout out to all of our wonderful volunteers who gave up their time to help us run these events, we appreciate you all very much.

All these events would not be possible without our amazing sponsors. Thank you to the following;

Xplore (Bingo and Fireworks)

Strait Crossing Bridge Ltd. (Fireworks)

Island Septic Tank Service (Face Painter/Balloon Twister)

**Mid Isle Backhoeing (Inflatable)**

**Ceretti's Grocery and Hardware (Corn Boil)**

**Atlantic Aqua Farms (Mussels)**

**Atlantic Beef (Hamburger)**

**Master Packaging (Bike Rodeo)**

**The Summer Day Camp is up and running as of July 3<sup>rd</sup>. This year we have Morgan Bernard as the supervisor as she has her Child and Youth Care Worker Diploma. We also have Kloey Clyke and Karli Warren to help out as well. So far, the numbers have been good, the first week we could only take 12 as we only have 2 workers, with 3 workers we will take up to 20. Unfortunately, one of our employees suffered an injury working at the day camp and won't be returning this summer.**

**The Recreation PEI Board (which we are a member of) has set up a meeting with Minister Deagle to discuss recreation topics on Wednesday, July 19<sup>th</sup>. This is our opportunity to ask questions on issues we would like to see change or happen.**

**Seniors Tea will resume this month on July 26<sup>th</sup>. We know they missed it the last couple of months and are looking forward to having it back again.**

**The arena has had a few birthday bookings this summer. It is a great deal to have the arena plus the inflatable all in one place. We are hoping to get more as well as try to find another inflatable to purchase and own 2.**

# 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
- Town of Three Rivers

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 |
|--------|---|---------------------|--|--------------------|----------------|
| 211193 | 18 Muttart Lane, Borden-Carleton, PE, C0B 1X0, BORDEN-CARLETON    | Development Permits | Ground mounted solar panel system.             | Approved           | 2023-06-28     |
| 380154 | 241 Carleton Street, Borden-Carleton, PE C0B 1X0, BORDEN-CARLETON | Development Permits | Construction of a new accessory building.      | Approved           | 2023-07-07     |
| 714834 | 672 Murray Road, Borden-Carleton, PE, C0B 1A0, BORDEN-CARLETON    | Development Permits | Accessory Building- Pump house for irrigation. | Approved           | 2023-06-28     |
| 815274 | Industrial Drive, Borden-Carleton, PE C0B 1X0, BORDEN-CARLETON    | Development Permits | Permission to operate a shed retail operation. | Approved           | 2023-07-07     |

Showing results 1-4 of 4

## FINANCIAL REPORT FOR JUNE 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

JUNE 30 2023

| <b>BANK ACCOUNTS</b>   | <b>Opening</b> | <b>EFT Receipts</b> | <b>Cheques</b>      | <b>Closing</b> |
|------------------------|----------------|---------------------|---------------------|----------------|
| <b>Account</b>         | <b>Balance</b> | <b>Deposits</b>     | <b>EFT Payments</b> | <b>Balance</b> |
| ARENA                  | 36,072         | 19,721              | 3,480               | 52,313         |
| TOWN                   | 235,172        | 91,163              | 165,204             | 161,131        |
| UTILITIES              | 120,900        | 12,042              | 24,745              | 108,197        |
| <b>Total Cash Flow</b> | <b>392,144</b> | <b>122,926</b>      | <b>193,429</b>      | <b>321,641</b> |

| <b>ACTIVITY JUNE 2023</b> | <b>Opening</b> | <b>Transfers</b>    | <b>Closing</b> |
|---------------------------|----------------|---------------------|----------------|
| <b>RESERVES</b>           | <b>Balance</b> | <b>EFT Payments</b> | <b>Balance</b> |
| Gas Tax ACCT              | 205,688        | 17                  | 205,705        |

| <b>ACTIVITY JUNE 2023</b>      | <b>Opening</b> | <b>Principal Only</b> | <b>Closing</b> |
|--------------------------------|----------------|-----------------------|----------------|
| <b>LOANS</b>                   | <b>Balance</b> | <b>EFT Payments</b>   | <b>Balance</b> |
| Fire Truck 71-9                | 100,515        | 1,667                 | 98,848         |
| Sewe 72-9                      | 430,798        | 2,627                 | 428,171        |
| Sewer Mains 74-9               | 66,356         | 126                   | 66,230         |
| Storm Drains 75-9              | 66,356         | 126                   | 66,230         |
| Water/Sewer 79-9               | 297,090        | 1,493                 | 295,597        |
| <b>Total Loans Outstanding</b> | <b>961,115</b> | <b>0</b>              | <b>955,076</b> |

#### 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 Jun 01, 2023 to Jun 30, 2023

| Cheque No. | Cheque Type | Payee                              | Amount    | Cheque Date  |
|------------|-------------|------------------------------------|-----------|--------------|
| 16205      | Payment     | Ahearn, Randy                      | 252.08    | Jun 01, 2023 |
| 16206      | Payment     | Allen, Larry                       | 197.08    | Jun 01, 2023 |
| 16207      | Payment     | Bernard Arsenault, Nicole          | 197.08    | Jun 01, 2023 |
| 16208      | Payment     | Stewart, Eric                      | 177.08    | Jun 01, 2023 |
| 16209      | Payment     | Steele, Ashley                     | 197.08    | Jun 01, 2023 |
| 16210      | Payment     | Wood, Barb                         | 197.08    | Jun 01, 2023 |
| 16211      | Payment     | Palmer Thompson, Laurel            | 197.08    | Jun 01, 2023 |
| 16212      | Payment     | Holly Bernard                      | 70.00     | Jun 01, 2023 |
| 16213      | Payment     | Whitney Bethany Murray             | 2,529.66  | Jun 01, 2023 |
| 16214      | Payment     | Borden Area Development Corp.      | 461.13    | Jun 01, 2023 |
| 16215      | Payment     | Royal Canadian Legion, BR#10       | 963.88    | Jun 01, 2023 |
| 16216      | Payment     | Fireworks F/X Inc.                 | 12,000.00 | Jun 01, 2023 |
| 16217      | Payment     | C&R Signs & Embroidery             | 357.65    | Jun 01, 2023 |
| 16218      | Payment     | Xplore Business                    | 178.24    | Jun 01, 2023 |
| 16219      | Payment     | Callbeck's Home Hardware           | 34.43     | Jun 01, 2023 |
| 16220      | Payment     | Good Equipment                     | 123.60    | Jun 01, 2023 |
| 16221      | Payment     | Fitzgerald and Snow                | 43,671.25 | Jun 01, 2023 |
| 16223      | Payroll     | Clark, Diane                       | 112.10    | Jun 01, 2023 |
| 16224      | Payroll     | Miles, Linda                       | 47.57     | Jun 01, 2023 |
| 16225      | Payroll     | Bernard, Holly                     | 1,549.90  | Jun 01, 2023 |
| 16226      | Payroll     | QUOC BAO LE                        | 1,580.46  | Jun 01, 2023 |
| 16227      | Payroll     | Smith, Joanne                      | 1,426.72  | Jun 01, 2023 |
| 16228      | Payroll     | Wentzell, Jim                      | 1,839.16  | Jun 01, 2023 |
| 16229      | Payroll     | Bernard, Dennis                    | 1,385.70  | Jun 01, 2023 |
| 16230      | Payroll     | Perry, Frankie                     | 954.07    | Jun 01, 2023 |
| 16231      | Payroll     | Henry, Laurie                      | 1,003.66  | Jun 01, 2023 |
| 16232      | Payroll     | Ranahan, Arthur                    | 171.63    | Jun 01, 2023 |
| 16233      | Payment     | Callbeck's Home Hardware           | 974.19    | Jun 13, 2023 |
| 16234      | Payment     | A D L Foods                        | 534.60    | Jun 13, 2023 |
| 16235      | Payment     | Nova Fire Equipment Ltd            | 13,160.06 | Jun 13, 2023 |
| 16236      | Payment     | C&R Signs & Embroidery             | 2,369.00  | Jun 13, 2023 |
| 16237      | Payment     | Michael William & Mary Elizabeth   | 673.74    | Jun 13, 2023 |
| 16238      | Payment     | Donna & Dean Taylor                | 2,065.68  | Jun 13, 2023 |
| 16239      | Payment     | Ceretti's Grocery & Hardware       | 801.89    | Jun 13, 2023 |
| 16240      | Payment     | Minister of Finance Justice & Publ | 26,713.00 | Jun 13, 2023 |
| 16241      | Payment     | On The Go Property Maintenance     | 2,647.88  | Jun 13, 2023 |
| 16242      | Payment     | Xerox Canada LTD                   | 107.76    | Jun 13, 2023 |
| 16243      | Payment     | Prince Edward Island Potato Boar   | 1,058.00  | Jun 13, 2023 |
| 16244      | Payment     | Medacom Atlantic Inc.              | 529.84    | Jun 13, 2023 |
| 16245      | Payroll     | Bernard, Holly                     | 1,550.67  | Jun 15, 2023 |
| 16246      | Payroll     | Wentzell, Jim                      | 1,839.16  | Jun 15, 2023 |
| 16247      | Payroll     | QUOC BAO LE                        | 1,586.03  | Jun 15, 2023 |

Town of Borden-Carleton

Cheque Log for 1001 Credit Union Current Account from Jun 01, 2023 to Jun 30, 2023

| Cheque No. | Cheque Type | Payee                         | Amount   | Cheque Date  |
|------------|-------------|-------------------------------|----------|--------------|
| 16248      | Payroll     | Smith, Joanne                 | 1,429.75 | Jun 15, 2023 |
| 16249      | Payment     | Joanne Smith                  | 96.93    | Jun 13, 2023 |
| 16250      | Payroll     | Vuong Hai Yen Le              | 1,149.09 | Jun 15, 2023 |
| 16751      | Payroll     | Henry, Laurie                 | 1,003.66 | Jun 15, 2023 |
| 16752      | Payroll     | Perry, Frankie                | 1,042.45 | Jun 15, 2023 |
| 16753      | Payroll     | Bernard, Dennis               | 1,391.74 | Jun 15, 2023 |
| 16754      | Payroll     | Ranahan, Arthur               | 171.63   | Jun 15, 2023 |
| 16755      | Payment     | C & M INC.                    | 950.00   | Jun 15, 2023 |
| 16756      | Payment     | Bernard, Holly                | 2,601.22 | Jun 15, 2023 |
| 16757      | Payment     | Holly Bernard                 | 1,000.00 | Jun 23, 2023 |
| 16758      | Payment     | CBCL Limited                  | 1,173.00 | Jun 28, 2023 |
| 16759      | Payment     | MJS Marketing & Promotions    | 569.25   | Jun 28, 2023 |
| 16760      | Payment     | C&R Signs & Embroidery        | 1,018.90 | Jun 28, 2023 |
| 16761      | Payment     | Xplore Business               | 178.24   | Jun 28, 2023 |
| 16762      | Payment     | Advance Rentals               | 187.84   | Jun 28, 2023 |
| 16763      | Payment     | ADL Foods                     | 923.24   | Jun 28, 2023 |
| 16764      | Payment     | REXEL CANADA ELECTRICAL IN    | 368.94   | Jun 28, 2023 |
| 16765      | Payment     | Green Diamond Equipment       | 135.68   | Jun 28, 2023 |
| 16766      | Payment     | Callbeck's Home Hardware      | 295.87   | Jun 28, 2023 |
| 16767      | Payment     | Webavee Web Development       | 1,665.00 | Jun 28, 2023 |
| 16768      | Payment     | John Gosse                    | 600.00   | Jun 28, 2023 |
| 16769      | Payment     | Ahearn, Randy                 | 77.62    | Jun 28, 2023 |
| 16770      | Payment     | Bernard, Dennis               | 19.84    | Jun 28, 2023 |
| 16771      | Payment     | Orkin Canada                  | 40.25    | Jun 28, 2023 |
| 16772      | Payment     | Par-T-Perfect PEI             | 735.75   | Jun 28, 2023 |
| 16773      | Payment     | PEI Inflatables Inc.          | 908.50   | Jun 28, 2023 |
| 16774      | Payment     | Federation PEI Municipalities | 1,688.25 | Jun 28, 2023 |
| 16775      | Payment     | Medacom Atlantic Inc.         | 268.21   | Jun 28, 2023 |
| 16776      | Payroll     | Bernard, Holly                | 1,555.68 | Jun 28, 2023 |
| 16777      | Payroll     | Henry, Laurie                 | 1,014.39 | Jun 29, 2023 |
| 16778      | Payroll     | Ranahan, Arthur               | 171.63   | Jun 29, 2023 |
| 16779      | Payroll     | Morgan R Bernard              | 1,225.30 | Jun 29, 2023 |
| 16780      | Payroll     | Vuong Hai Yen Le              | 1,244.50 | Jun 29, 2023 |
| 16781      | Payroll     | Smith, Joanne                 | 1,453.18 | Jun 29, 2023 |
| 16782      | Payroll     | QUOC BAO LE                   | 1,630.63 | Jun 29, 2023 |
| 16783      | Payroll     | Wentzell, Jim                 | 1,839.16 | Jun 29, 2023 |
| 16784      | Payroll     | Perry, Frankie                | 1,042.45 | Jun 29, 2023 |
| 16785      | Payroll     | Bagnall, Brandon              | 998.59   | Jun 29, 2023 |
| 16786      | Payroll     | Bernard, Dennis               | 1,592.16 | Jun 29, 2023 |
| 16796      | Payment     | Boily Photo                   | 466.90   | Jun 12, 2023 |

**Total Town Cheques issued Jun 2023**

**164,412.29**



| JE#                                     | Source #      | Comment                          | Credits           | Date         |
|---|---------------|----------------------------------|-------------------|--------------|
| J283                                    | EFTCRA        | Receiver General for Canada      | 9,381.56          | Jun 01, 2023 |
| J285                                    | RWANFT        | RWAM Insurance Administrators Ir | 750.07            | Jun 01, 2023 |
| J319                                    | Visa Payment  | Payment for Visa June 2023       | 2,161.93          | Jun 07, 2023 |
| J322                                    | EFTEastlink   | Eastlink                         | 240.91            | Jun 08, 2023 |
| J350                                    | EFTWex        | Wex Canada Ltd                   | 376.60            | Jun 13, 2023 |
| J367                                    | EFTMar        | Maritime Electric                | 673.66            | Jun 15, 2023 |
| J371                                    | CU 71         | CU LN Payment FIRE TRUCK         | 2,287.85          | Jun 16, 2023 |
| J370                                    | RP 13/06_12/0 | Payment for Visa June, 2023      | 5,161.98          | Jun 16, 2023 |
| J391                                    | CU-75         | CU LN 075 PAYMENT STORM SI       | 509.00            | Jun 19, 2023 |
| J392                                    | EFTMar        | Maritime Electric                | 156.28            | Jun 19, 2023 |
| J401                                    | EFTMar        | Maritime Electric                | 1,870.27          | Jun 21, 2023 |
| J404                                    | EFTBell       | Bell Aliant                      | 85.29             | Jun 22, 2023 |
| J405                                    | EFTEastlink   | Eastlink                         | 158.66            | Jun 22, 2023 |
| J406                                    | RP13/06-12/0  | Payment for Visa June 2023       | 3,000.00          | Jun 23, 2023 |
| J412                                    | RP 13/06-12/0 | To Deposit Visa for Canada Day   | 3,099.90          | Jun 26, 2023 |
| J487                                    | CU Charges    | Charges in June 2023             | 84.95             | Jun 30, 2023 |
| <b>Online Payments Town Jun 2023</b>    |               |                                  | <b>29,998.91</b>  |              |
| <b>TOTAL ALL PAYMENTS TOWN Jun 2023</b> |               |                                  | <b>194,411.20</b> |              |

#### Gateway Arena

Cheque Log for 1001 Credit Union Current Account from Jun 01, 2023 to Jun 30, 2023

| Cheque No.                                 | Cheque Type | Payee                        | Amount          | Cheque Date  |
|--|-------------|------------------------------|-----------------|--------------|
| 6327                                       | Payment     | MCM Refridgeration           | 365.13          | Jun 01, 2023 |
| 6328                                       | Payment     | Recreation PEI Inc           | 1,035.00        | Jun 01, 2023 |
| 6329                                       | Payment     | Ceretti's Grocery & Hardware | 215.47          | Jun 13, 2023 |
| 6330                                       | Payment     | Orkin Canada                 | 73.65           | Jun 28, 2023 |
| <b>Total Arena Cheques issued Jun 2023</b> |             |                              | <b>1,689.25</b> |              |

| JE#                                      | Source #     | Comment                            | Credits         | Date         |
|--|--------------|------------------------------------|-----------------|--------------|
| J246                                     | EFT          | Fast N Furious Tournament          | 300.00          | Jun 01, 2023 |
| J253                                     | EFT Eastlink | Eastlink                           | 121.96          | Jun 08, 2023 |
| J254                                     | EFTIrving    | Irving Energy Distribution and Mar | 35.67           | Jun 08, 2023 |
| J255                                     | BS           | Bank Charges June, 2023            | 17.25           | Jun 12, 2023 |
| J267                                     | EFTMar       | Maritime Electric                  | 1,017.65        | Jun 15, 2023 |
| J268                                     | EFTMay23     | Superior Sanitation Services Limit | 436.37          | Jun 16, 2023 |
| J274                                     | BS           | CU Charges June 20 2023            | 5.75            | Jun 20, 2023 |
| J280                                     | Bank Charges | CU Bank Charge                     | 5.00            | Jun 29, 2023 |
| J282                                     | CU Charges   | Services Charges, June 2023        | 23.70           | Jun 30, 2023 |
| <b>Online Payments Arena Jun 2023</b>    |              |                                    | <b>1,963.35</b> |              |
| <b>TOTAL ALL PAYMENTS Arena Jun 2023</b> |              |                                    | <b>3,652.60</b> |              |

**Borden Carleton Sewer and Water Utility**  
**Cheque Log for 1001 Cash in bank from Jun 01, 2023 to Jun 30, 2023**

| <b>Cheque No.</b>                              | <b>Cheque Type</b> | <b>Payee</b>                     | <b>Amount</b>    | <b>Cheque Date</b> |
|--|--------------------|----------------------------------|------------------|--------------------|
| 3256   | Payment            | Island Regulatory & Appeals Comi | 3,482.95         | Jun 01, 2023       |
| 3257   | Payment            | Prince County Wastewater Manag   | 9,200.00         | Jun 01, 2023       |
| 3258   | Payment            | Environment Water and Climate C  | 552.00           | Jun 13, 2023       |
| 3259   | Payment            | WSP Canada Inc.                  | 6,538.73         | Jun 13, 2023       |
| 3260   | Payment            | Island Chemicals Inc.            | 177.33           | Jun 13, 2023       |
| <b>Total Utilities Cheques issued Jun 2023</b> |                    |                                  | <b>19,951.01</b> |                    |

| <b>JE#</b>                                   | <b>Source #</b> | <b>Comment</b>          | <b>Credits</b>   | <b>Date</b>  |
|--|-----------------|-------------------------|------------------|--------------|
| J732   | EFTEastlink     | Eastlink                | 285.20           | Jun 08, 2023 |
| J740   | BS              | CU LOAN 072             | 5,197.03         | Jun 14, 2023 |
| J746   | EFTMar          | Maritime Electric       | 584.37           | Jun 15, 2023 |
| J758   | BS              | CU LOAN 074             | 509.00           | Jun 19, 2023 |
| J759   | EFTMar          | Maritime Electric       | 1,773.32         | Jun 19, 2023 |
| J763   | Bank Charges    | CU Charges June 20 2023 | 5.75             | Jun 20, 2023 |
| J807   | Bank Charges    | CU Charge               | 5.00             | Jun 29, 2023 |
| J826   | BS              | CU LOAN 079             | 3,356.43         | Jun 30, 2023 |
| J828   | CU Charges      | Bank charges            | 0.71             | Jun 30, 2023 |
| J827   | CU Charges      | Bank Chages, June 2023  | 22.70            | Jun 30, 2023 |
| <b>Online Payments Utilities Jun 2023</b>    |                 |                         | <b>11,739.51</b> |              |
| <b>TOTAL ALL PAYMENTS Utilities Jun 2023</b> |                 |                         | <b>31,690.52</b> |              |

## CAO Report – Update Various Issues July 2023

### Staffing

- We received provincial funding to hire Brandon back for 15 weeks and now we have three seasonal staff to assist with outside maintenance
- The province has approved funding for an additional day camp worker bringing the total of day camp workers up to three.
- Joanne continues working on a Code of Conduct for staff as required by the MGA
- All staff including our seasonal staff completed a FIRST AID course in June
- Both Dennis and Arthur Gallant completed their Level 2 in Arena Maintenance at a two-day course offered in the province in June.
- Holly continues to participating in meetings of the Recreation Directors throughout the province.
- Congratulations to Laurie in obtaining his Beginner's Driving License.
- A complete vacation schedule was created and approved for all full-time staff

### Canada Day

All members of Council and staff worked many hours to make Canada Day activities a success Friday's activities had to be moved to the Arena and worked out perfectly. The fee structure for the Corn/Mussel Boil, the 50/50 draw and the Bingo cards was easily implemented and no objections to the charges were received from the public.

### Park & Facility Maintenance & Flowers

- Dennis, Laurie & Brandon are maintaining and serve as attendants at the Rail Park this summer. Improvements to the buildings are underway. We have pricing to install vinyl siding on the Lighthouse with material cost between \$2,000-\$5,000. Most of the Park benches have been painted and put out around the Town.
- Planting of flowers have been completed and flower pots have been placed around the Town. We have received many positive comments on the flowers. Our staff will be responsible for watering and maintaining the flowers and I have asked that a record be kept of the watering of the water plants and a record of checks of the washrooms at the Rail Park.
- **We were notified this week that our application for Heat Pumps at the Arena and Rail Park have been approved.**

### Paving of Side Streets

I have engaged CBCL to do an assessment of the streets in the Town that are maintained by the Town, to provide cost estimates and to draft a tender spec for the paving of some of the side streets. Our summer student, Sarah Le (2<sup>nd</sup> year Engineering student) assisted in the field work in the evaluation of the streets. **A report with cost estimates is attached to this report.** This information will also be given to the province as they consider our request to take over the streets in the Town.

### **Records Management System**

Joanne continues to make progress on a Records management system for the Town and this is her number one priority project for completion. The target date for completion of the project is August 31<sup>st</sup>.

### **Audit**

We had four Auditors here for the two days in June and the auditors were impressed with the readiness of the Audit this year. Henry over saw the Audit on the Town's behalf.

### **Electronic Council**

The iPads have been purchased and set up for each member of Council and staff for use at Council meetings. Sarah has developed a user's manual and will provide training at a "mock" Council meeting to be held in August. The only outstanding issue, is to confirm the email address each user wishes to use. The iPads will be owned by the Town and on loan to each Council so that no taxable benefit is incurred.

### **Town Website**

Sarah has given the Town's website a makeover, with current information updated and documents uploaded. The new website will be shown to Council at the August "mock" meeting. The new website is not active on the WWW yet. She has also given staff tips on how to feature postings on Facebook so that they are not lost with additional postings are made.

### **CIVIC Numbering**

Several civic numbers have been issues including the eight housing units on Harbourview Ln and for the five business units in the CDC building on Industrial Drive.

### **Insurance**

We have been hit with an unexpected, after the renewal increase in Insurance Costs for town facilities. This will be discussed further under new business.

### **August Engineering Tasks**

We were lucky to obtain an Engineering student as a summer employee. Tasks she will assist in include: Cataloguing and developing a filing system for maps & plans; GPS mapping of water shut offs and valves; and assist CBCL in assessing the Sidewalks in the town and their possible removal in the future

END OF REPORT

June 30, 2023

James Wentzell, CAO  
[bcadmin@borden-carleton.ca](mailto:bcadmin@borden-carleton.ca)  
Town of Borden-Carleton  
20 Dickie Rd  
Borden-Carleton, PE, C0B 1X0

**RE: Borden-Carleton Asphalt Assessment**

The Town of Borden-Carleton (Town) engaged CBCL Limited (CBCL) to assess the condition of their asphalt streets so that the Town could use the results of the assessment to plan future street resurfacing effort to match their limited funds. This letter generally summarizes CBCL's scope of work to date as outlined below:

- ▶ Completion of a single day site visit to identify the asphalt defects.
- ▶ Quantification and categorization of the streets into excellent, good, fair, and poor condition states.
- ▶ Provide unit rate opinion of probable construction cost for rehabilitation.

## Condition Assessment

CBCL completed a site visit on June 13, 2023, and was accompanied by the Town's engineering student. The asphalt defects were noted. Other observed drainage and subgrade concerns were noted but are considered outside the scope of this work. The Ontario Structural Inspection Manual (OSIM) was used as a guideline to identify and categorize the severity of the asphalt defects. The below defect categories were noted, quantified, and a severity rating of light, medium, or severe was applied. Appendix 1 contains sample photos of some defects.

- ▶ Longitudinal and Transverse Cracks
- ▶ Map Cracking
- ▶ Potholes
- ▶ Ravelling / Segregation
- ▶ Flushing
- ▶ Wheel track rutting
- ▶ Abrasion

The light, medium, and severe defects were used to calculate the condition state for each street. Condition states describe an area that is in Excellent, Good, Fair, or Poor condition. For example, if no defects are noted, then the area of the street is in Excellent condition. Table 1

provides a breakdown of the percentage of area for each street in each condition state. Streets are ranked by the percentage of area with the lowest excellent condition area, followed by the area in good condition.

Table 1: Condition Summary

| Street Name    | Area (m <sup>2</sup> ) | Excellent (%) | Good (%) | Fair (%) | Poor (%) |
|----------------|------------------------|---------------|----------|----------|----------|
| Church St      | 413                    | 0.0%          | 61.7%    | 10.7%    | 27.6%    |
| Kirkpatrick St | 906                    | 0.0%          | 68.3%    | 25.4%    | 6.4%     |
| George St      | 305                    | 0.0%          | 74.5%    | 23.0%    | 2.5%     |
| Miller St      | 425                    | 0.0%          | 91.9%    | 5.4%     | 2.8%     |
| Edward St      | 379                    | 45.5%         | 5.3%     | 49.1%    | 0.1%     |
| Belvedere Ave  | 930                    | 61.8%         | 2.6%     | 34.9%    | 0.7%     |
| Haig St        | 303                    | 73.3%         | 23.7%    | 2.9%     | 0.1%     |
| Main St        | 7446                   | 83.0%         | 16.7%    | 0.3%     | 0.1%     |
| Leard St       | 880                    | 90.4%         | 9.2%     | 0.1%     | 0.3%     |
| Howatt St      | 1990                   | 94.5%         | 4.2%     | 1.2%     | 0.1%     |
| Beatty St      | 830                    | 95.4%         | 1.2%     | 3.0%     | 0.4%     |
| Downing St     | 2280                   | 97.6%         | 0.9%     | 1.0%     | 0.5%     |

\*The shoulder of the south portion of Kirkpatrick St was not inspected and not included in the total area.

## Rehabilitation Approach

The Town is planning to rehabilitate the roads using a conventional cold plane and overlay approach. This approach typically includes having the existing surface planed down by a depth of 40 to 50mm to remove the deteriorated surface or achieve a desired slope. The milled surface is then cleaned, and a tack coat applied to promote adhesion between the existing and new asphalt surface. A 40 to 50mm Asphalt Seal (B Mix) is placed over the existing surface and compacted. The cold plane and overlay approach is acceptable when no subsurface reconstruction required. This approach has been assumed because the Town has limited budget and is not considering a complete street reconstruction project, however, some streets should be investigated for a reconstruction approach.

## Opinion of Probable Construction Costs

In recent years, the construction industry has been experiencing significant pricing volatility and the road construction industry is not an exemption. It is projected that the market may experience further pricing increases following anticipated fuel increases on July 1<sup>st</sup>.

A significant expense for paving contractors is the cost to mobilize and demobilize. This includes the cost to transport, load/unload equipment, and set-up / take down equipment

before and after the project. As a result, the cost of paving varies based on the total quantity. That is, the unit price for a small job is larger than the unit price for a large job.

Table 2 provides unit rate budget values for a cold plane and overlay approach. Unit rates are provided for two different project sizes so the Town may understand the economies of scale with paving projects. The two areas provided are based on the area of the smallest street and the total area of all streets. The values do not include repairing, modifying, or accommodating existing infrastructure such as catch basins or manholes, sidewalk approaches, or asphalt curbing. As well, the pricing does not include the additional cost of having asphalt millings turned over to the Town. Asphalt millings have a value as they can be reused and the Town should consider retaining ownership of the millings if they have use for them. If the asphalt millings are turned over to the Town for reuse they need to be either securely stockpiled or the proposed placement area needs to be properly graded before placement, and upon placement they need to be fine graded and compacted.

Table 2: Unit Rate Budget Pricing

| Item                                   | Estimated Costs (\$) per Assumed Project Size |                           |
|--|---|---------------------------|
|  | 300 m <sup>2</sup>                            | 17,000 m <sup>2</sup>     |
| Cold Plane to an average depth of 40mm | \$25/m <sup>2</sup>                           | \$7/m <sup>2</sup>        |
| Overlay 40mm of an asphalt B mix seal  | \$43/m <sup>2</sup>                           | \$30/m <sup>2</sup>       |
| <b>Total</b>                           | <b>\$68/m<sup>2</sup></b>                     | <b>\$37/m<sup>2</sup></b> |

## Discussion

The scope of the assessment was limited to identifying the defects in the asphalt and calculating the condition states. However, the condition of an asphalt surface is largely impacted by the underlying subgrade cross section and surface water drainage. During the site visit the below issues were identified at various locations and it is recommended that the Town investigate these issues further on the poor condition streets prior to a resurfacing project.

- ▶ Areas with insufficient cover over storm pipe resulting in local protrusions or heaving.
- ▶ Catch basin covers that are above the asphalt grade and do not collect the surface water.
- ▶ Poor slopes or crowing of road cross sections.
- ▶ Lack or poor ditch/swale construction to flow surface water to storm system.
- ▶ Subgrade was not confirmed, but some areas may not have adequate base and subbase consisting of select borrow and Class A gravel.

## Conclusions

In summary the condition of the asphalt streets in the Town of Borden-Carleton was reviewed and it was found that Church, Kirkpatrick, George, and Miller Streets have the highest

James Wentzell, CAO  
June 30, 2023

percentage of fair and poor condition states. The streets were downgraded for various asphalt defects, commonly longitudinal, transverse, and map cracking, as well as potholes and ravelling. The cost of a cold plane and overlay asphalt resurfacing project is dependent on various factors, but notably the quantity of work. Cost may range between \$37/m<sup>2</sup> to \$68/m<sup>2</sup>.

Finally, it is recommended that the town complete further investigation of the poor condition streets to underside the underlying cause of the deterioration.

If the Town of Borden-Carleton would like to discuss these results further, we can be available for a discussion via in person, video, or tele-conference. We appreciate the opportunity to work on this project and look forward to preparing a Request for Quotation package for your asphalt resurfacing project.

Yours very truly,

CBCL Limited



Prepared by:  
Laird Ferguson, P. Eng  
Civil Engineer  
Direct: 902-892-0303; 3417  
E-Mail: lferguson@cbcl.ca



Reviewed by:  
Jody MacLeod, P.Eng.  
Branch Manager

Attachments: Appendix 1 – Sample defects

Project No: 232629.00

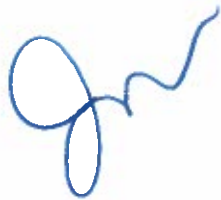
This document was prepared for the party indicated herein. The material and information in the document reflects CBCL Limited's opinion and best judgment based on the information available at the time of preparation. Any use of this document or reliance on its content by third parties is the responsibility of the third party. CBCL Limited accepts no responsibility for any damages suffered as a result of third party use of this document.



# Estimated Costs

| Street Name    |      | LOW     | HIGH    |
|----------------|------|---------|---------|
| Church St      | 413  | 15,281  | 28,084  |
| Kirkpatrick St | 906  | 33,522  | 61,608  |
| George St      | 305  | 11,285  | 20,740  |
| Miller St      | 425  | 15,725  | 28,900  |
| Edward St      | 379  | 14,023  | 25,772  |
| Belvedere Ave  | 930  | 34,410  | 63,240  |
| Haig St        | 303  | 11,211  | 20,604  |
| Main St        | 7446 | 275,502 | 506,328 |
| Leard St       | 880  | 32,560  | 59,840  |
| Howatt St      | 1990 | 73,630  | 135,320 |
| Beatty St      | 830  | 30,710  | 56,440  |
| Downing St     | 2280 | 84,360  | 155,040 |

All ROADS 632,219 1,161,916  
WORST 4 ROADS 75,813 139,332



## Appendix 1 – Sample Asphalt Defects

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Figure 1: Light cracking and light ravelling



Figure 2: Medium cracking



Figure 3: Abrasion

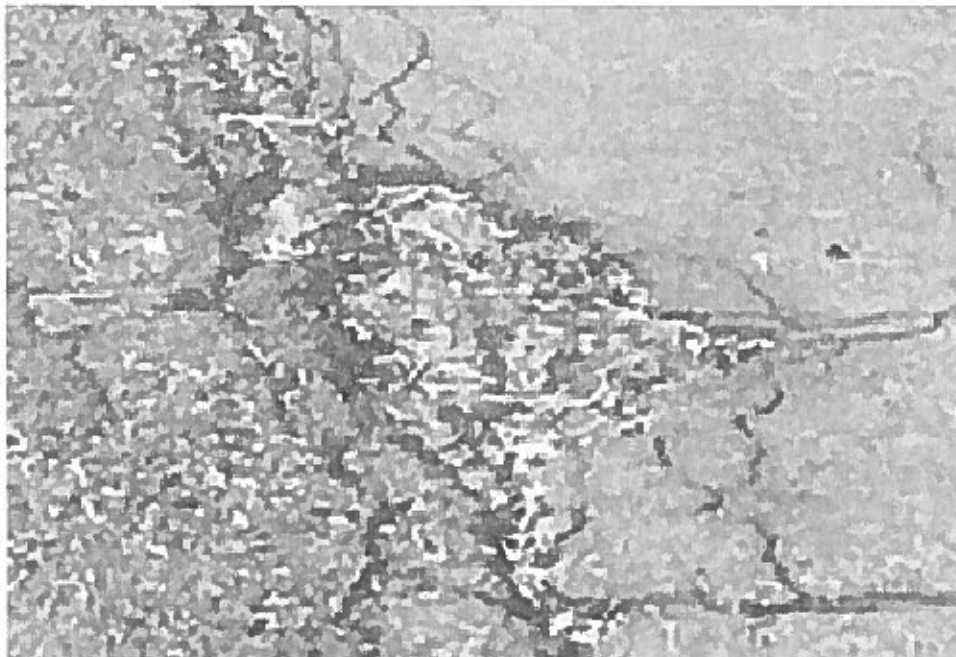


Figure 4: Medium pothole



Figure 5: No defects, excellent condition



Figure 6: Church St - Insufficient storm pipe cover, cross slope, and drainage - Recommend further investigation.

## Jim Wentzell

---

**From:** Callie Pinnock <callie.pinnock@terryfox.org>  
**Sent:** June 28, 2023 2:29 PM  
**To:** abvillage@bellaliant.com  
**Subject:** You're Invited!!

Dear Mayor and Council,

We invite you to join your community on September 17<sup>th</sup>, 2023 for the 43rd annual Terry Fox Run. Just as Terry brought the country together in 1980 to raise funds for cancer research, this is an excellent opportunity to bring your community together to make a meaningful impact.

The Terry Fox run is a community event that welcomes everyone from all backgrounds, ages, and abilities to walk/run/wheel/ride or stroll. We come together in celebration of Terry's continued legacy and dream.

Please connect with us if you are interested.

**Callie Pinnock**  
Director, Community Development NB/PEI

605 Prospect Street Suite 493  
Fredericton, NB E3B 6B8  
506 458 2618

*Every donation brings us one step closer to Terry's dream of a world without cancer. Learn more at [terryfox.org](http://terryfox.org)*

Grateful to be working on the Traditional Territories of the Wolastoqiyik (Maliseet), Wabanaki (Dawnland Confederacy) and Mi'kmaq (Mi'kma'ki) Nations.



**THE TERRY FOX**  
**FOUNDATION**

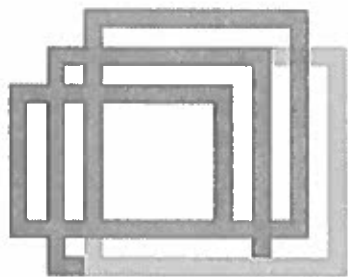
**Jim Wentzell**

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**From:** Immigration Refugees and Citizenship Canada / Immigration Réfugiés et Citoyenneté Canada <IRCC.COMMDoNotReply-NePasRepondreCOMM.IRCC@cic.gc.ca>  
**Sent:** June 9, 2023 12:01 PM  
**To:** badmin@borden-carleton.ca  
**Subject:** Save the date – Welcoming Week 2023 / Prenez date – Semaine de l'accueil 2023

 Immigration, Refugees and Citizenship Canada    Immigration, Réfugiés et Citoyenneté Canada  
*La version française suit le texte anglais.*

Canada



WELCOMING  
WEEK

The Immigration Matters team is excited to invite you to save the date for this year's Welcoming Week, taking place from September 8 to 17, 2023!

Welcoming Week 2023 is an opportunity to recognize and celebrate the people, places and values that make everyone feel welcome and give them a sense of belonging in their local community, no matter where they come from.

In the coming weeks, we will provide you with resources to help you participate, such as ready-to-use social media content, graphics and key messages.

We look forward to working together to showcase the welcoming work underway in your communities and to connect to global efforts to create more welcoming places.

The Immigration Matters Team

Immigration, Refugees and Citizenship Canada / Government of Canada

[IRCC.ImmigrationMatters-ImmigrationCaCompte.IRCC@cic.gc.ca](mailto:IRCC.ImmigrationMatters-ImmigrationCaCompte.IRCC@cic.gc.ca)

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 Immigration, Réfugiés et Citoyenneté Canada    Immigration, Refugees and Citizenship Canada

Canada

**Jim Wentzell**

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**From:** OmbudsPEI <contactus@ombudspei.ca>  
**Sent:** June 19, 2023 10:49 AM  
**Subject:** OmbudsPEI - Best Practices: A Guide to Closed Council and Committee Meetings

Good morning,

OmbudsPEI has released our first public resource, a guide to help lead municipal governments through the process of holding closed meetings to ensure that the province's open meeting laws are consistently applied. We hope you will find this guide useful in the administration of the municipal council meetings that you play a part in.

[Best Practices: A Guide to Closed Council and Committee Meetings](#), details the requirements that must be met to hold a closed meeting - which are found in the *Municipal Government Act*.

It is important to remember that the choice to close a meeting is discretionary and is not required by the Act. Under the Act, council and committee meetings must be open to the public, with certain narrow exceptions. The guide explains the legal framework and requirements for closed meetings. It also explains how to properly close a meeting, the reasons why a meeting can be closed, and provides checklists for councils and committees to follow when closing a meeting.

While OmbudsPEI is available to consider complaints about government agencies including municipalities, we also promote fairness by supporting public authorities with resources such as this guide. We hope it will be helpful to municipalities such as yours.

Sincerely,



Matthew Chapman (he/him)  
Deputy Ombudsperson  
902-218-7590  
[mchapman@ombudspei.ca](mailto:mchapman@ombudspei.ca)

#### About OmbudsPEI

As an independent office of the Legislature, OmbudsPEI investigates complaints of unfair treatment by government agencies and provides general oversight of government's administrative processes under the *Ombudsperson Act*. The Ombudsperson has a broad mandate to investigate complaints about unfair treatment, process or decisions by public sector agencies such as government ministries, agencies boards and commissions, municipalities and Health PEI.

OmbudsPEI promotes fairness, transparency and accountability in the public sector to enhance good governance and public confidence in government. Our work improves public services for all Islanders. If any islander believes they have experienced an unfairness in their interactions with a provincial agency, they can contact OmbudsPEI to explore options for making a complaint. Our services are free and confidential.

In the spirit of Reconciliation, we acknowledge that the land upon which our organization stands is unceded Mi'kmaq territory. Epekwitk (PEI), Mi'kma'ki, is covered by the historic Treaties of Peace and Friendship. We pay our respects to the Indigenous Mi'kmaq People who have occupied this Island for over 12,000 years; past, present and future.

For more information about OmbudsPEI, visit [OmbudsPEI – Office of The Ombudsperson PEI – Whistleblowing](#)

## Jim Wentzell

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**From:** New Charlottetown Project <newcharlottetownproject@eastlink.ca>  
**Sent:** July 6, 2023 1:31 PM  
**To:** newcharlottetownproject  
**Subject:** LOCAL CHOICE P.E.I. campaign  
**Attachments:** PEI Endorsements\_June 13.pdf

Dear Mayor,

In March I sent a letter to every mayor and councillor in the province to introduce the Local Choice P.E.I. campaign and to ask for endorsements as a way to boost the campaign.

I'm thrilled that one mayor and eight councillors from five municipalities have done so (see attachment)!

Prince Edward Island is in third place among the ten provinces of this nation-wide campaign. The current goal is to get a critical mass of municipalities on board to push upward to amend the Elections Act within the P.E.I. Municipal Government Act in order to create enabling legislation, that would, among other things, allow municipalities a choice to adopt alternate voting systems (such as preferential ballots)

Have you had a chance to discuss the campaign with Council members? Would you consider proposing a resolution in Council to pledge your support for electoral reform at the municipal level?

I hope that you will share this with your council members. I would be happy to answer any questions you or they may have.

I look forward to receiving your support, either by e-mail or by filling out the endorsement section in the letter.

Sincerest regards,

Barbara Dylla, Coordinator  
Local Choice P.E.I. – Because each town is different  
902 367-2428  
<http://newcharlottetownproject.ca/local-choice-pei/>

P.S. To learn how London, Ontario, become Canada's #1 democratic pioneer, please read the London Leads report:  
<https://www.unlockdemocracy.ca/londonleads>



# Who is supporting Local Choice in PEI?

Local councils are the government closest to the people and have a direct influence on citizens' daily lives. Yet local elections suffer from the lowest levels of turnout and our elected councils are deeply unrepresentative of the diversity we see in our neighbourhoods.

Voting reform could help improve local democracy, but only if the province allows councils to choose their own local voting system, rather than one-size-fits-all approach.

These council members support Local Choice.

**Councillor Dean MacDonald**

Rural Municipality of Crapaud

**Councillor John Yeo**  
**Councillor Aaron MacEachern**

Rural Municipality of West River

**Councillor Trisha Carter**

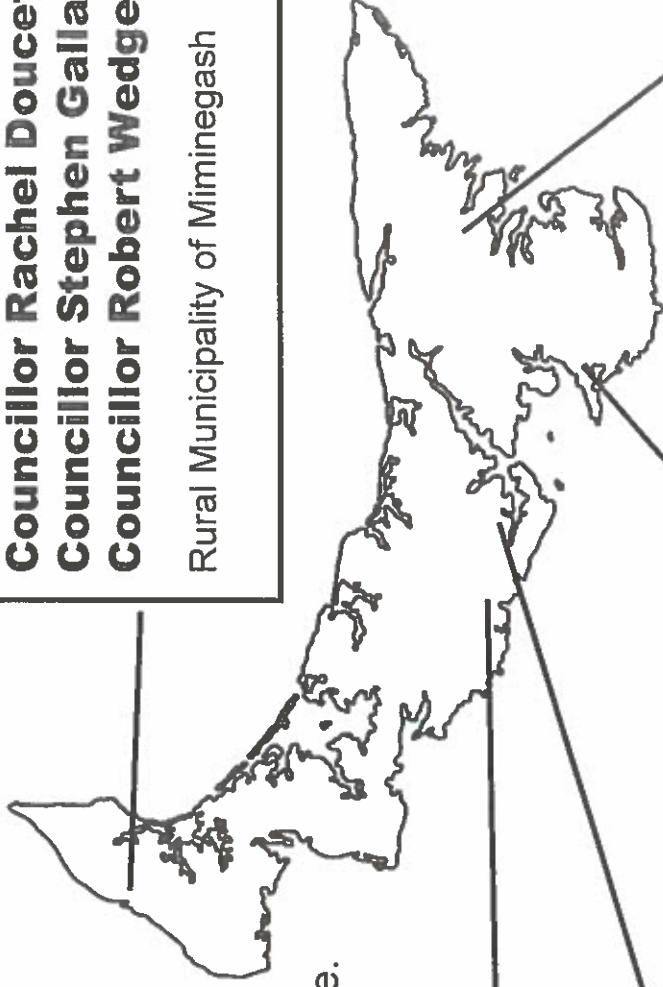
Rural Municipality of Belfast

**Mayor Audrey Callaghan**  
**Councillor Rachel Doucette**  
**Councillor Stephen Gallant**  
**Councillor Robert Wedge**

Rural Municipality of Miminegash

**Councillor Martina MacDonald**

Town of Three Rivers



**LOCAL CHOICE PEI**

Advocacy campaign for ranked-choice voting at the municipal level



*newcharlottetownproject.ca*

**From:** Katie Winter <KBWinter@gov.pe.ca>  
**Sent:** July 6, 2023 1:10 PM  
**To:** cao@  
**Cc:** Glenda MacKinnon-Peters <GCMACKINNON-PETERS@gov.pe.ca>  
**Subject:** Fiona Property Support Initiative.

Sorry for the date error of ( since Sept 24, 2023). Please find the corrected date of Sept 24, 2022 in the letter below.

The Province of Prince Edward Island is waiving fees for development permits and building permits for residents of Prince Edward Island repairing or replacing residential structures damaged by Hurricane Fiona. Fees will be waived until March 31, 2024.

The Province of Prince Edward Island, through the Department of Housing, Land and Communities, will reimburse municipal planning authorities for permit fees associated with implementing the Fiona Property Support Initiative for municipal residents.

Refunds are available for fees already paid on eligible projects (since Sept 24, 2022) by applying with receipts to the provincial or municipal planning authority. The same eligibility requirements apply.

Municipalities may request reimbursement from Housing, Land and Communities quarterly for the amount refunded or waived. Requests must be accompanied by the attached form.

To be eligible for the Fiona Property Support Initiative:

- Property owners must be residents of Prince Edward Island planning to rebuild damaged structures.
- Structures must have lawfully existed (record of permit issued previously) prior to September 24, 2022.
- Structures to be rebuilt should be on the same parcel of land (same Property Identification Number, PID) or relocated on another property with a lower risk of flooding or erosion.
- If the new structure is bigger (greater than 10 per cent more), the development permit fees (\$250) will still apply.
- Residents who have already paid building and/or development permit fees pertaining to Fiona rebuilds may be eligible for reimbursement with proof of receipt.
- Deadline for application is March 31, 2024.

**Although applications will be exempt from the Permit fees, all applicable building codes, subdivision and/or development regulations will still apply.**

Attached is an application for residents for the Fiona Property Support Initiative.

If you have further questions, please contact the Department of Housing, Land and Communities' Lands Division at [landdivision@gov.pe.ca](mailto:landdivision@gov.pe.ca) or by calling 902-368-5280.

*Housing, Land and Communities  
Planning and Inspection Services  
31 Gordon Drive  
902-368-5470  
Katie Winter*

**Jim Wentzell**

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**From:** lmayne@fpeim.ca  
**Sent:** July 5, 2023 11:21 AM  
**To:** lmayne@fpeim.ca  
**Subject:** Housing Accelerator Fund - Accepting Applications  
**Attachments:** HAF Application Open.pdf

Good morning everyone,

I am writing to let you know that the federal Housing Accelerator Fund is now accepting applications. The portal will be open until August 18.

Application walk-through webinars are available on July 13 and 18.

I have attached an information sheet with more details on the webinars, application guide, and other resources.

Best,

Lori

Lori Mayne (she/her)  
Communications and Member Services Officer  
Federation of PEI Municipalities  
(902) 566-1493



## Jim Wentzell

---

**From:** Community Conservation Research Network <ccrn@smu.ca>  
**Sent:** July 6, 2023 5:11 PM  
**To:** Community Conservation Research Network  
**Subject:** New Film: Coastal Communities Face the Future

Dear Municipality:

The Community Conservation Research Network (CCRN), an international initiative based at Saint Mary's University, has released an inspiring new film "**Coastal Communities Face the Future**" – exploring how Canada's coastal communities face the future, create solutions, and take action for a better future.

**Coastal Communities Face the Future** highlights the resiliency of coastal communities in tackling a range of challenges, notably climate change. The film draws on experiences of Canada's coastal communities, highlighting the need for governments, policymakers, and others to recognize community values and support community initiatives.

The 11-minute film is freely available online:

<https://www.communityconservation.net/coastal-communities-face-the-future>

It will be of interest not only to those living on the coast, but as well to all those who care about the coast, including communities and community associations, citizen organizations, governments and policymakers, as well as students, schools and other educational institutions.

We at the CCRN hope the film may be of interest and welcome you to circulate it to your community, colleagues, departmental staff, and others. We welcome your comments.

All the best,

**Tony Charles**  
Director, Community Conservation Research Network  
Professor, Saint Mary's University

For further information or to provide comments: [CCRN@SMU.CA](mailto:CCRN@SMU.CA) or (902) 491-6406

**Community Conservation Research Network (CCRN)**  
[www.communityconservation.net](http://www.communityconservation.net)  
Saint Mary's University (The Oaks 208)  
Halifax, NS B3H 3C3 CANADA  
T +1-902-491-6406  
[ccrn@smu.ca](mailto:ccrn@smu.ca)

*Saint Mary's University is located in Mi'kma'ki  
the ancestral and unceded territory of the L'nu*



June 26<sup>th</sup>,2023

Maritime Fun Group,

On behalf of the Team PEI U15 Baseball Team, I am writing to request your support for the 2023 15U Boys Provincial baseball team who will be representing Prince Edward Island at the Baseball Canada Ray Carter Cup Championships this summer. The team will be traveling to Laval, Quebec August 23rd-28th to participate in this event.

Team PEI 15U are a great group of 18 talented 14- and 15-year old's from all across PEI who love ball and who work hard to be great teammates and gracious competitors. Having the opportunity to be invited by Baseball Canada to such a first-class national tournament is a big undertaking for any team and wouldn't be possible without the generous support of community-minded partners such as yourself.

We are looking for support in the way of a donation for our online auction. We also are accepting monetary donations to cover the costs for the players to get to Laval. We can get tax receipts. Money raised is for players travel expenses, accommodations and team clothing. All donations are welcome. In the Ray Carter Cup the team will play 6 games of competition against other Provincial teams from across Canada, then hopefully off to the championships.

If you have any questions, please feel free to contact me right away. My cell phone number is (902)-303-9105 and my e-mail is adamconnolly37@gmail.com

Sincerely,

Team PEI 15U Baseball Team

License number 7755

Holly & I enjoyed showing to the four of you, a number of possible sites for a Discovery Science Centre , hopefully to be located in Borden-Carleton. Please keep us posted on any developments from your side. If you require any additional information at this point, don't hesitate to contact us.

Jim Wentzell  
CAO  
902 437 2225

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**From:** Jim Wentzell <[bcadmin@borden-carleton.ca](mailto:bcadmin@borden-carleton.ca)>  
**Sent:** Sunday, May 14, 2023 6:50 PM  
**To:** 'Ronald Perry' <[bedeque44@gmail.com](mailto:bedeque44@gmail.com)>  
**Cc:** 'Tracy Brown' <[tracy@bbema.ca](mailto:tracy@bbema.ca)>; 'Cyril Moyse' <[cmoyse@icloud.com](mailto:cmoyse@icloud.com)>; 'Randy Ahearn' <[randahearn@msn.com](mailto:randahearn@msn.com)>; 'admin@borden-carleton.ca' <[admin@borden-carleton.ca](mailto:admin@borden-carleton.ca)>; 'Holly Bernard' <[bordencarletonrec@gmail.com](mailto:bordencarletonrec@gmail.com)>  
**Subject:** RE: Discovery Centre Project Proposal for Borden Carleton

Hi Ron

There are a number of locations that would be suitable for the Science Discovery Centre. I have attached a file of map view of the various sites. A number of potential sites are vacant lots while others have buildings on them that may be or may not be available.

We feel Borden-Carleton is an ideal location for the Science Centre for so many reasons and we hope your Board will agree. My staff can be available anytime this week to show you around to the various sites and discuss with you the pros and cons of each site.

Sites identified include:

1. PID 885804; 75 Borden Avenue TOWN OWNED LAND; 2.73 ACRES
2. PID381640; Corner Downing Street & Fitzpatrick Street; 1.60 acres; Owned by Borden-Carleton Development Corporation
3. PID 847087; Lot 1-Corner Downing Street & Carleton Street; Owned by Province of PEI
4. PID 847087; Lot 2-Corner Downing Street & Carleton Street; Large acreage; Owned by Province of PEI
5. PID 847087; Abeqweit Blvd -Owned by Province of PEI
6. PID 536490; 23620 Trans Canada Hwy --Privately Owned. (Corner Hwy 10 & TCH) Building Presently for Sale
7. PID 836643; 20 Dickie Road – Presently Owned by PEI Potato Board
8. PID 848283; Dickie Road – (Corner Dickie rd. & Industrial Drive) Owned by Province of PEI
9. PID 888847; 11 Dickie Road – (Corner TCH & Dickie Road) Owned by Brennan Farms Ltd

Sincerely

Jim Wentzell  
CAO  
902 523 2044

## Jim Wentzell

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**From:** Jim Wentzell <bcadmin@borden-carleton.ca>  
**Sent:** June 20, 2023 9:22 AM  
**To:** Randy Ahearn (randahearn@msn.com); Larry Allen (allenlarry@live.ca); Barb Wood (johnandbarb@pei.sympatico.ca); Laurel Palmer-Thompson (laurellynthompson@yahoo.com); Nicole Arsenault (nicole.a.2241@gmail.com); Eric Stewart (judge58@hotmail.com); 'Ashley Steele'  
**Cc:** Derek French  
**Subject:** Update - Development of Fabrication Yard.

---

Hi All

The Mayor and I met with staff from the Dept of Finance on two occasions to discuss process in respect to the development of the Fabrication Yard. They are willing to involve the Town in every step of the process. Below is a process discussed with them similar to the Paynter Brothers process. They will present to Council a concept site plan to be discussed by Council and a public meeting can be held on the concept. They will then issue an RFP and the Town will be involved in the evaluation of proposals received.

Jim Wentzell  
CAO  
902 437 2225

**From:** Heather Joudrie <hljoudrie@gov.pe.ca>  
**Sent:** June 13, 2023 4:28 PM  
**To:** [bcadmin@borden-carleton.ca](mailto:bcadmin@borden-carleton.ca)  
**Cc:** Randy Ahearn <[randahearn@msn.com](mailto:randahearn@msn.com)>; Jamie Aiken <[JAAIKEN@gov.pe.ca](mailto:JAAIKEN@gov.pe.ca)>  
**Subject:** Meeting Today

Hi Jim,

Thanks for the Mayor and you meeting with us today.

As discussed, the next steps to be undertaken would be as follows:

- Finance PEI to write Town of Borden-Carleton with intention to make application to enter into a Development Agreement for development of former Fabrication Yard in CDA zone for uses presently permitted in the CDA Zone
- Finance PEI would engage services of consultant to undertake work related to concept plan for the site.
- Concept plan would include but not limited to:
  - o Tentative lot configuration
  - o Tentative roadway/water/sewer/electrical placement
  - o Tentative green space
- Town to hold public meeting to allow FPEI and/or its consultant to discuss development.
- Some concerns already mentioned that would likely be prohibited in the development involve projects that may have substantial noise/traffic/odor issues./nor be uses considered heavy industrial.
- **In event green light is received for application, Finance PEI would issue a Request for Proposal for the site with member(s) of the Town of Borden-Carleton involved in the evaluation process.**

Finance PEI will likely need a bit of time to engage services of consultant, so timing of application may be delayed in order to secure this work.

IF we missed anything, please let us know.

Thx.

**Heather Joudrie**  
*Property Manager*

Finance PEI

**Tel : 902-368-4388 Mobile : 902-218-7317**

94 Euston Street, Charlottetown, PE CIA IW4

**Web : [www.financepei.ca](http://www.financepei.ca)**

**Email: [hjoudrie@gov.pe.ca](mailto:hjoudrie@gov.pe.ca)**



**admin@borden-carleton.ca**

---

**From:** Jim Wentzell <bcadmin@borden-carleton.ca>  
**Sent:** June 21, 2023 4:41 PM  
**To:** Randy Ahearn; Larry Allen; Barb Wood; Laurel Palmer-Thompson; Eric Stewart; 'Ashley Steele'; Nicole Arsenault  
**Cc:** Holly Bernard; admin@borden-carleton.ca  
**Subject:** Development of the Fabrication Yard

Hi All

The subject of the Fabrication Yard was discussed in the House today. The Province is working on a conceptual plan to present to Council. (See email below) This will take some time.

Jim Wentzell  
CAO  
902 437 2225

---

**From:** Heather Joudrie <hljoudrie@gov.pe.ca>  
**Sent:** June 21, 2023 1:11 PM  
**To:** Jim Wentzell <bcadmin@borden-carleton.ca>  
**Cc:** 'Randy Ahearn' <randahearn@msn.com>; Jamie Aiken <JAAIKEN@gov.pe.ca>  
**Subject:** RE: Meeting Today

Hi Jim,

Just as a follow up, Finance PEI is currently seeking to secure the services of a consultant to prepare conceptual drawings for the former Fabrication Yard site.

Once this work is completed, Finance PEI will make an application to the Town to enter into a development agreement/public meeting.

Not sure on the timelines for this work, but likely 60/90 days.

Any questions, please let us know.

Thx.

---

**From:** Jim Wentzell <bcadmin@borden-carleton.ca>  
**Sent:** Tuesday, June 13, 2023 5:00 PM  
**To:** Heather Joudrie <hljoudrie@gov.pe.ca>  
**Cc:** 'Randy Ahearn' <randahearn@msn.com>; Jamie Aiken <JAAIKEN@gov.pe.ca>  
**Subject:** RE: Meeting Today

See minor additions added in "red"

Jim

---

**From:** Heather Joudrie <[hjoudrie@gov.pe.ca](mailto:hjoudrie@gov.pe.ca)>  
**Sent:** June 13, 2023 4:28 PM  
**To:** [bcadmin@borden-carleton.ca](mailto:bcadmin@borden-carleton.ca)  
**Cc:** Randy Ahearn <[randahearn@msn.com](mailto:randahearn@msn.com)>; Jamie Aiken <[JAAIKEN@gov.pe.ca](mailto:JAAIKEN@gov.pe.ca)>  
**Subject:** Meeting Today

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  - o Tentative green space
- Town to hold public meeting to allow FPEI and/or its consultant to discuss development.
- Some concerns already mentioned that would likely be prohibited in the development involve projects that may have substantial noise/traffic/odor issues./nor be uses considered heavy industrial.
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Finance PEI will likely need a bit of time to engage services of consultant, so timing of application may be delayed in order to secure this work.

IF we missed anything, please let us know.

Thx.

**Heather Joudrie**  
*Property Manager*

Finance PEI  
Tel : 902-368-4388 Mobile : 902-218-7317  
94 Euston Street, Charlottetown, PE CIA 1W4  
**Web :** [www.financepei.ca](http://www.financepei.ca)  
**Email:** [hjoudrie@gov.pe.ca](mailto:hjoudrie@gov.pe.ca)



PRINCE EDWARD ISLAND

Regulatory & Appeals Commission

Commission de réglementation et d'appels

ÎLE-DU-PRINCE-ÉDOUARD

## **Notice of Application New Retail Gasoline Outlet Borden Carleton**

DP Murphy Inc. has applied to the Commission for a new retail petroleum outlet license under the ***Petroleum Products Act***, to operate a Retail Gasoline and Diesel Outlet, Convenience Store and Coffee Shop with Additional Retail and EV Chargers, to be located at Corner of Trans-Canada Hwy and Dickie Road, PID# 686592.

### **BACKGROUND**

Anyone applying for a new outlet to sell petroleum products is required to apply to the Commission under section 20 of the ***Act***.

### **HOW TO SEE THE APPLICATION**

A complete copy of the application is available online on the Commission's website at [irac.pe.ca/petrol/petroleum/](http://irac.pe.ca/petrol/petroleum/)

### **HOW TO COMMENT**

Anyone wishing to comment on the application can email or write to the Commission at the address below. **Comments must be received by 4:00 p.m., Friday, July 28, 2023.**

### **HOW TO INTERVENE**

Any person or organization wishing to intervene may apply to the Commission for intervener status. The application must be made in accordance with the Commission's Rules of Practice & Procedure. To be considered, applications for intervener status must be received by the Commission no later than **4:00 p.m., Friday, July 28, 2023.**

If the Commission determines a public hearing is necessary, a Notice of Hearing will be published. Otherwise, the Commission will issue an Order on the application which will be posted on the Commission website at [irac.pe.ca/petrol/petroleum/](http://irac.pe.ca/petrol/petroleum/)

### **WRITTEN COMMENTS CAN BE SENT TO:**

Allison MacEwen  
Prince Edward Island Regulatory & Appeals Commission  
P.O. Box 577  
Charlottetown, PE C1A 7L1  
Tel: 902-892-3501  
PEI toll-free: 1-800-501-6268  
Email: [amacewen@irac.pe.ca](mailto:amacewen@irac.pe.ca)

**DATED** at Charlottetown this 27<sup>th</sup> June, 2023.



## IMPORTANT NOTICE

The Prince Edward Island Regulatory and Appeals Commission has given Notice that they have received an application from DP Murphy Inc for a Retail Gasoline and Diesel Outlet, Convenience store and Coffee Shop with additional Retail and EV Chargers, to be located at the corner of the Trans Canada Hwy and Dickie Road, PID #686592

The issuing of a Petroleum license is a responsibility of IRAC and not the Town. Any interested person may make submissions to IRAC by July 28<sup>th</sup> by contacting IRAC

Allison MacEwen  
Prince Edward Island Regulatory &  
Appeals Commission  
P.O. Box 577  
Charlottetown, PE C1A 7L1  
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The applicant will also require a Development Permit from the Town, The property is in the Highway Commercial (HC) Zone and gasoline sales are permitted in the HC Zone providing certain conditions are met. The applicant must meet the provisions in the Town's Land Use Bylaw in order to be issued a permit from the Town.

Other provincial Departments may be involved in the approval process such as the Dept of the Environment.

Jim Wentzell  
CAO

## Jim Wentzell

---

**From:** Nicole McKenna <nmckenna@csmlaw.com>  
**Sent:** July 4, 2023 3:38 PM  
**To:** badmin@borden-carleton.ca  
**Subject:** RE: Application by DP Murphy Inc for a retail Petroleum Outlet license PID 686592 Borden-Carleton

Good afternoon Mr. Wentzell,

I am legal counsel to the Prince Edward Island Regulatory and Appeals Commission.

I have been asked to respond to your request that any hearing with respect to D.P. Murphy's application for a retail petroleum outlet license be held in Borden-Carleton.

In accordance with the Commission's usual practice, in the event a hearing is held, it will be conducted in a quasi-judicial manner and held in the Commission's hearing room. If a hearing is scheduled, the Commission will give public notice that includes further details.

Thank you,

**Nicole McKenna**  
Partner



65 Queen Street | P.O. Box 522 | Charlottetown, Prince Edward Island C1A 7L1  
phone (902) 892-4156 | direct dial (902) 626-4266  
fax (902) 566-1377

[website](#) | [bio](#) | [vCard](#) | [map](#) | [email](#)

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**From:** Jim Wentzell [<mailto:badmin@borden-carleton.ca>]  
**Sent:** Monday, July 3, 2023 11:25 AM  
**To:** Allison MacEwen <[AMacEwen@irac.pe.ca](mailto:AMacEwen@irac.pe.ca)>  
**Cc:** Randy Ahearn <[randahearn@msn.com](mailto:randahearn@msn.com)>; Larry Allen <[allenlarry@live.ca](mailto:allenlarry@live.ca)>; Laurel Palmer-Thompson <[laurellynthompson@yahoo.com](mailto:laurellynthompson@yahoo.com)>; Eric Stewart <[judge58@hotmail.com](mailto:judge58@hotmail.com)>; Barb Wood <[johnandbarb@pei.sympatico.ca](mailto:johnandbarb@pei.sympatico.ca)>; 'Ashley Steele' <[ashleydawnsteele@gmail.com](mailto:ashleydawnsteele@gmail.com)>; Nicole Arsenault <[nicole.a.2241@gmail.com](mailto:nicole.a.2241@gmail.com)>; Holly Bernard <[bordencarletonrec@gmail.com](mailto:bordencarletonrec@gmail.com)>; [admin@borden-carleton.ca](mailto:admin@borden-carleton.ca)  
**Subject:** RE: Application by DP Murphy Inc for a retail Petroleum Outlet license PID 686592 Borden-Carleton

Hi Allison

It has been brought to our attention an application for a retail petroleum outlet license has been made to IRAC for PID 686592 at the corner of Dickie Road and the TCH here in Borden-Carleton.

## Jim Wentzell

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**From:** Mark Willson <mwillson@westlandinsurance.ca>  
**Sent:** June 29, 2023 3:20 PM  
**To:** Jim Wentzell  
**Subject:** Town of Borden Carleton - Updated Inspection  
**Attachments:** 03186 report attachments 2023.pdf

Hi Jim,

As requested, this is the list with limits.

Take care,  
Mark

We have been able to finalize our inspection that Ron completed in 2022.

There were several items that you will note that are excluded under the 2023/24 term and had been prior. It is the Town's decision if they wish to add these or continue to exclude them.

Also, there are number of assets that were found that can be added should the Town wish.

### Currently Insured Items to Keep Blanket (Additional Premium \$3,452)

*The items that we are covering do require to be increased, mainly arena. There is of course a premium impact to keep these listed items under Blanket. UW has agreed not to charge full premium amount to assist the Town's budget. If the Town decides it does not wish to pay the additional premium, we can keep values as issued however Blanket coverage is amended to Scheduled.*

*Premium for all existing locations inspected with increased values prorate premium \$6,904 increased TIV \$2,350,200.*

- *Proposed: Effective April 14, 2023, reduced prorate premium by 50% - new \$3,452. NOTE: at March 31, 2024 renewal premium will be increased to incorporate the additional \$3,452 + standard increases*

### Currently Excluded Items( Additional Premium to add \$1,899)

|  |                                     |
|--|-------------------------------------|
| Gateway Playground Equipment                       | 246 Main Street                     |
| Two (2) Dugouts at Reg Rodgers Memorial Ball Field | 246 Main Street                     |
| Interpretive Centre/ Public Washrooms              | 41 Borden Avenue (Marine Rail Park) |
| Maintenance Building                               | 70 Read Road                        |
| Range Lights Lighthouse                            | 226 Carleton Street                 |
| Gazebo Next to Arena                               | 246 Main Street                     |

**Additional Items (Additional Premium to add \$1,844)**

|     |  |   |
|-----|--|---|
| ADD | Communication Tower                                    | 244 Borden Avenue                                       |
| ADD | Water Pump Control Building                            | Across From 167 Industrial Drive                        |
| ADD | Storage Shed (10 ft X 12 ft)                           | Across From 167 Industrial Drive                        |
| ADD | Caboose  | 41 Borden Avenue (Marine Rail Park)                     |
| ADD | Gazebo   | 41 Borden Avenue (Marine Rail Park)                     |
| ADD | Range Light Lighthouse                                 | 41 Borden Avenue (Marine Rail Park)                     |
| ADD | Marine Atlantic Monument                               | 41 Borden Avenue (Marine Rail Park)                     |
| ADD | Toy Boat (Playground Equipment)                        | 41 Borden Avenue (Marine Rail Park)                     |
| ADD | Decorative lighting                                    | 41 Borden Avenue (Marine Rail Park)                     |
| ADD | Water Standpipe  | Near 168 Industrial Drive                               |
| ADD | Lift Station   | Near 30 Paynter Lane                                    |
| ADD | Lift Station (Master Packaging)                        | 23784 Trans Canada Highway #1                           |
| ADD | Lift Station   | 68 Industrial Drive (Corner of Read RD & Industrial DR) |
| ADD | Recreational Fencing (Ball Field & Basketball Court)   | 246 Main Street   |
| ADD | Spectator Bleachers at Reg Rodgers Memorial Ball Field | 246 Main Street   |
| ADD | Gazebo at People Park                                  | 2648 Highway 10   |
| ADD | Park Bench at People Park                              | 2648 Highway 10   |
| ADD | Monument (Unfinished) at People Park                   | 2648 Highway 10   |

**Mark Willson** CIP  
Commercial Account Executive

Westland Insurance Group Ltd.  
office: 902-368-3446  
cell: 902-629-5411



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**Charlottetown**  
57 Queen St  
Charlottetown | PE | C1A 4A5  
[www.westlandinsurance.ca](http://www.westlandinsurance.ca)



Westland Insurance acknowledges its Head Office is situated on the unceded lands of the Kwantlen (q'wa:ńł'əń), Katzie (q'icəý), Semiahmoo, and Tsawwassen Nations.



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# INSURANCE VALUE INCREASES

Our Insurance Broker advises that Intact have revised the replacement value of a number of the Town's properties resulting in an additional cost of \$6,902 (prorated to \$3,452 for 2022/23

| ITEM NO      | OCCUPANCY                                   | LOCATION                  | ESTIM. VALUE       | 2022 RENEWAL VALUE | DIFFERENCE         | ANNUAL PREMIUM | ANNUAL INSPECTION | RENEWAL PREMIUM | DIFFERENCE     | PRO-RATA PREMIUM |
|--------------|---|---------------------------|--------------------|--------------------|--------------------|----------------|-------------------|-----------------|----------------|------------------|
| 1            | Garage Areas                                | 246 Main Street           | \$5,927,600        | \$4,336,300        | \$1,591,300        | 16,537         | 9,992             | 6,535           | 6,303          |                  |
| 2            | Fire Hall Library (G. C. Bell Oak Building) | 244 Borden Avenue         | \$1,267,100        | \$937,800          | \$309,300          | 1,198          | 927               | 275             | 265            |                  |
| 3            | LTN Station                                 | Near 168 Industrial Drive | \$126,100          | \$94,500           | \$31,600           | 101            | 78                | 23              | 22             |                  |
| 4            | UV Building                                 | Near 1 Beach Stone Road   | \$414,700          | \$164,700          | \$250,000          | 331            | 135               | 195             | 189            |                  |
| 5            | LTN Station                                 | 20 Dicke Road             | \$156,000          | \$67,400           | \$88,600           | 125            | 55                | 70              | 67             |                  |
| 6            | Office Contents                             | 20 Dicke Road             | \$41,700           | \$43,900           | -\$4,200           | *              | 45                | 45              | 43             | Additional Co    |
| 8            | LTN Station                                 | 10 Borden Avenue          | \$165,000          | \$162,700          | \$2,300            | 112            | 131               | 2               | 2              |                  |
| 9            | Fire (S) Wheel size                         | Near 102 Dicke Road       | \$326,300          | \$257,400          | \$76,900           | 66             | 52                | 14              | 13             |                  |
| 11           | Storage Building/ Oil Tank                  | 246 Main Street           | \$120,000          | \$125,500          | -\$4,500           | 357            | 348               | 9               | 9              |                  |
| <b>TOTAL</b> |   |                           | <b>\$8,542,400</b> | <b>\$6,192,200</b> | <b>\$2,350,200</b> | <b>16,887</b>  | <b>11,671</b>     | <b>7,176</b>    | <b>\$6,904</b> | <b>\$3,452</b>   |