



TOWN OF BORDEN-CARLETON
REGULAR COUNCIL MEETING MINUTES
October 10th, 2023 – 20 Dickie Road Borden-Carleton, PE
7:00pm

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

REGRETS: Councillor Eric Stewart

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

ALSO PRESENT: 5 Members of the public

1. CALL TO ORDER:

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

2. DISCLOSURE OF CONFLICT OF INTEREST:

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

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

When item 11.4 was discussed Councillor Barb Wood and Councillor Laurel Palmer-Thompson declared a conflict of interest.

3. ADOPTION OF THE AGENDA:

It was duly moved by Deputy Mayor Larry Allen and seconded by Councillor Nicole Arsenault THAT the agenda be approved as presented.

MOTION CARRIED (5-0) (RR#23-10-01)

4. APPROVAL OF PREVIOUS MINUTES:

4.1 It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Laurel Palmer-Thompson THAT the minutes of the September 12th, 2023 regular Council meeting be adopted as presented.

MOTION CARRIED (5-0) (RR#23-10-02)

4.2 It was duly moved by Councillor Barbara Wood and seconded by Councillor Ashley Steele THAT the minutes from the September 19th, 2023 special council meeting be approved as presented.

MOTION CARRIED (5-0) (RR#23-10-03)

5. PUBLIC PRESENTATIONS: Nil

6. COMMITTEE REPORTS:

6.1 Police Report:

The RCMP report for the month of September 2023 submitted by Cpl Alan Beaton was presented by Councillor Nicole Arsenault.

Council expressed interest in having a representative from the RCMP attend council meetings quarterly.

It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Barbara Wood THAT the policing report for September 2023 for the Town of Borden-Carleton be accepted as presented.

MOTION CARRIED (5-0) (RR#23-10-04)

6.2 Fire Department Report:

The Fire Department Report for the month of September 2023 was presented by Nicole Arsenault.

It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Lary Allen THAT the Fire Chief's report for September 2023 submitted by the Fire Chief Shawn Jessome be accepted as presented.

MOTION CARRIED (5-0) (RR#23-10-05)

Direction was provided to the CAO to bid up to \$60,000 on a pumper tanker fire truck (to be used as a Tanker only) that will be part of an auction closing on October 13th, 2023.

6.3 Recreation Director's Report:

The Recreation Director's Report for the month of September 2023 was submitted and found in the Council package and presented by Deputy Mayor Larry Allen.

It was duly moved by Deputy Mayor Larry Allen and seconded by Councillor Nicole Arsenault THAT the Recreation Director's report for the month of September 2023 be accepted as presented.

MOTION CARRIED (5-0) (RR#23-10-06)

6.3.1 Gateway Arena Rink Dance Report

An extensive statistical report was written for the Gateway Arena Dave Doyle dance that will serve as reference material for future events. The dance was attended by 167 persons and had a surplus of 3,215. Without the sponsors, the Dance would have incurred a 2,035 loss.

6.4 Properties and Planning Report:

6.4.1 RV/Travel Trailer Scenarios

It was agreed that Planning Board needs to schedule a meeting to discuss and review the Land Use Development Bylaw in respect to RV/Travel Trailers.

XXXXXXXXXXXX

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

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

6.5.1 Cash Flow Report September 2023

6.5.2 Disbursement Listing September 2023

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

Monthly totals: Town \$105,895.92
 Arena \$ 4,268.82
 Utility \$ 21,006.47

It was duly moved by Councillor Nicole Arsenault and seconded by Deputy Mayor Larry Allen THAT the Finance and Administration report be accepted as presented.

MOTION CARRIED (5-0) (RR#23-10-07)

6.5.3 CAO Update – Various Activities

The CAO reported to Council on various activities during the past month. Included was a report that the 14 largest property taxpayers in the Town contribute to 50% of the Town's property tax revenue.

6.6 Public Works/Streets and Lights Report for September/October 2023

Councillor Barbara Wood gave a report on the activities of the Public Works and Lights Committee.

It was duly moved by Councillor Barbara Wood and seconded by Councillor Nicole Arsenault THAT the report from the Public Works/Streets and Lights Committee be accepted as presented.

MOTION CARRIED (5-0) (RR#23-10-08)

6.7 Water and Sewer Report October 2023

A report included in the Council package summarizing Water and Sewer utilities for the month of October 2023.

It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Barbara Wood THAT the water and sewer utilities report for the month of October 2023 be approved as presented.

MOTION CARRIED (5-0) (2023-10-09)

7. EXTERNAL REPORTS: No external reports this month.

8. CORRESPONDENCE:

INFORMATION ITEMS:

- 8.1 *FPEIM* – Semi-Annual Meeting Agenda – October 14th, 2023
- 8.2 *Department of Municipal Affairs* – September 25th, 2023 Newsletter
- 8.3 *Environment Energy and Climate Change* – Results of Pesticide Monitoring Program
- 8.4 *Kinkora Regional High School* – Donation Request for Annual Fundraiser
- 8.5 *Invitation from MLA Jamie Fox* – Meeting with Hon. Michael Barret October 12th, 2023

ACTION ITEM:

8.5 *FPEIM* – 2023 *FPEIM Semi-Annual Meeting* – Saturday, October 14th, 2023
Four members of Council and the CAO are registered for this meeting. Appointment of three voting delegates will be done in a random draw.

8.6 *Kinkora Regional High School* – Donation Request for Annual Roast Beef Dinner Fundraiser

It was duly moved by Councillor Nicole Arsenault and seconded by Deputy Mayor Larry Allen THAT the Town of Borden-Carleton to donate the amount of \$25.00 to Kinkora Regional High School in support of their annual roast beef dinner fundraiser.

MOTION CARRIED (5-0) (RR#23-

10-10)

8.7 *Invitation from MLA Jamie Fox* – Meeting with Hon. Michael Barrett – October 12th, 2023

Deputy Mayor Larry Allen, Councillor Laurel Palmer-Thompson, and Councillor Barbara Wood indicated that they would attend the meeting with Hon. Michael Barrett on October 12th, 2023 in Kinkora at 7:00 p.m.

9. UNFINISHED BUSINESS:

9.1 Update on PEI Discovery and Research Centre

The CAO reported that First Nations were onboard to support a Discovery and Science Centre in Borden-Carleton. Representation from the Discovery Centre, First Nations and the Town were invited to a meeting with the Minister of Environment Energy & Climate Change on Friday, October 6th, 2023 to discuss a Discovery & Science Centre for the board.

The Minister stated that his department was working on establishing such a Centre that he hoped would be established within the next six months and would be located in Charlottetown.

9.2 Update on Fabrication Yard

The Department of Finance indicated that they will have preliminary site plans for Council to review in October of 2023 for the future plans of the Fabrication Yard. The department hopes to have finalized plans for use of the land by the end of the year.

9.3 MRSB Chartered Professional Accountants – Utility Rate Review

The CAO has been in discussion with Michelle Burge from MRSB to commence the Town's Water and Sewer Utility Rate Study.

9.4 Heat Pump Tender – Gateway Arena/ Marine Rail Park

Resolution to Rescind Motion #RR#23-09-14

Moved by Councillor Nicole Arsenault
Seconded by Councillor Barbara Wood

BE IT RESOLVED

THAT Resolution RR#23-09-14 related to the awarding of the tender for heat pumps at the Gateway Arena and the Marine Rail Park be rescinded as the quotation did not meet provincial certification for funding.

BE IT FURTHER RESOLVED

THAT Town Council award the tender for the heat pumps at the Gateway Arena and the Marine Rail Park to Doc Dawson Enterprises at a cost of \$17,800 plus GST,

MOTION CARRIED (5-0) (RR#23-10-11)

10. NOTICE OF MOTIONS:

10.1 Second Reading of Employee Code of Conduct Policy - #2023-HR-01

Moved by Deputy Mayor Larry Allen
Seconded by Councillor Nicole Arsenault

WHEREAS Section 86(2)(f) of the Municipal Government Act R.S.P.E.I 1988, Cap. M-12.1 requires a Town Council to establish a code of conduct for its employees that includes conflict of interest rules;

AND WHEREAS Town Council of Borden-Carleton are desirous of setting acceptable standards of behavior for employees of the Town;

AND WHEREAS the Employee Code of Conduct Policy, policy #2023-HR-01, be hereby read a second time at this meeting;

BE IT RESOLVED

THAT the Town of Borden-Carleton Employee Code of Conduct Policy #2023-HR-01 be hereby approved and formally adopted.

MOTION CARRIED (5-0) (RR#23-10-12)

11. NEW BUSINESS:

11.1 EMO Issues

11.1.1 Database – Draw for Generator/Emergency Kit

An Emergency Preparedness informational flyer was distributed to residents the week of September 18th, 2023 to encourage and remind people to be prepared to take care of themselves for the first 72 hours during an emergency.

The flyer contained a request for information from residents so that the Town can identify the most vulnerable in the community and at the same time increase communication with residents during an emergency situation by establishing of a resident database.

Residents were encouraged to have the completed form returned to Town staff by October 5th, 2023 so that they would be eligible to be entered into a draw to win a Champion generator and a 72-hour emergency kit for their efforts.

Prize Draw –

Winner of the generator - Cindy Murray

(Ticket drawn from a hat by Councillor Ashley Steele).

Winner of the 72-hour emergency kit – Sherri Jessome

(ticket drawn out of a hat by Councillor Laurel Palmer-Thompson)

11.1.2 EMO Plan – Royal Canadian Legion

The EMO plan of the Royal Canadian Legion as a Reception Centre for the Town was finalized during the past month, signed by the CAO and filed with EMO PEI.

11.1.3 Department of Justice – Royal Canadian Legion – Reception Centre Designation

The Royal Canadian Legion Branch #10 located at 240 Borden Avenue has been designated as a Reception Centre for the Town of Borden-Carleton. A letter was received from Jason Thistle, the Emergency Management Coordinator for the PEI Emergency Measures Organization with the Province.

The Reception Centre has officially been recognized as a designated provincial Reception Centre after the submission of a Reception Centre Plan and satisfying the provincial criteria for the establishment of a Reception Centre.

11.2 IRAC Procedural Order – DP Murphy Inc. – Application for Petroleum License

It was agreed that Council would discuss the IRAC Procedural Order with the Town solicitor before responding to IRAC and the developer.

11.3 Draft Request for Proposals (RFP) – Read Road Housing

It was duly moved by Councillor Laurel Palmer-Thompson and seconded by Councillor Barbara Wood THAT Town Council approve the issuing of the Request for Proposals (RFP) for the development of Year-Round Housing of Read Road as circulated by the CAO with a closing date of November 10th, 2023 at 4:00 p.m.

MOTION CARRIED (5-0) (RR#23-10-13)

11.4 Consideration Grant for BADC (sewer)

A conflict of interest was declared by Councillor Laurel Palmer-Thompson and Councillor Barbara Wood who did not participate in the discussion, nor voted on this matter.

It was duly moved by Deputy Mayor Larry Allen and seconded by Councillor Nicole Arsenault THAT Council give a one-time grant to the Borden Area Development Corporation (BADC) up to \$2,000 towards the repairs to their sewer infrastructure at 221 Carleton Street address in Borden-Carleton.

MOTION CARRIED (3-0) (RR#23-10-14)

12. IN-CAMERA:

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

MOTION CARRIED (5-0) (RR#23-10-15)

Council went into in-camera at 8:20 p.m.

It was duly moved by Councillor Laurel Palmer-Thompson and seconded by Councillor Ashley Steele THAT Council move back to a public meeting.

MOTION CARRIED (5-0) (RR#23-10-16)

Council returned to open session at 9:20pm

13. ADJOURNMENT:

Council meeting adjourned at 9:20 pm

Mayor, Randy Ahearn

CAO, Jim Wentzell

