



## **TOWN OF BORDEN-CARLETON**

### **REGULAR COUNCIL MEETING MINUTES**

**March 12 2024 – 20 Dickie Road, Borden-Carleton, PE**

**7:00pm**

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

**REGRETS:** Councillor Eric Stewart

**STAFF PRESENT:** Chief Administrative Officer, Jim Wentzell  
Alicia Wentzell, Acting Administrative Assistant

**ALSO PRESENT:** Sgt Travis Gallant, RCMP

#### **1. CALL TO ORDER:**

Mayor Randy Ahearn called the meeting to order at 7:00pm

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

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

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

No member of Council declared a Conflict of Interest at the meeting.

#### **3. ADOPTION OF THE AGENDA:**

**It was duly moved Deputy Mayor Larry Allen, seconded by Councillor Barb Wood THAT the Agenda be adopted as circulated.**

**MOTION CARRIED (5-0) (RR#24-03-01)**

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

**4.1 It was duly moved by Councillor Nicolle Arsenault, seconded by Deputy Mayor Larry Allen THAT the minutes of the February 13, 2024 regular Council meeting be adopted as presented.**

**MOTION CARRIED (5-0) (RR#24-03-02)**

## **5. PUBLIC PRESENTATIONS INVITED GUESTS**

### **5.1 Sgt Travis Gallant representing the RCMP**

Sgt Travis Gallant representing the RCMP was present at the meeting to present the Police Report for the month of February to Council and to answer questions that Council members may have in respect to Policing in the Town. Enforcement of Town Bylaws was mentioned during the discussion. Sgt Travis left the meeting following his presentation.

## **6. COMMITTEE REPORTS:**

### **6.1 Police Report:**

**It was duly moved by Councillor Nicole Arsenault and seconded by Deputy Mayor Larry Allen THAT** the policing report for February 2024 for the Town of Borden-Carleton be accepted as presented.

**MOTION CARRIED (5-0) (RR#24-03-03)**

### **6.2 Fire Department Report:**

The Fire Department Report for the month of February 2024 was presented by Councillor Nicole Arsenault.

**It was duly moved by Councilor Nicole Arsenault and seconded by Councillor Ashley Steele THAT** the Fire Chief's report for February 2024 submitted by Fire Chief Shawn Jessome be accepted as presented.

**MOTION CARRIED (5-0) (RR#24-03-04)**

It was noted that the new Fire Tanker has arrived and that an RFP for sale of the old Tanker would be issued in the near future.

### **6.3 Recreation Director's Report:**

The Recreation Director's Report for the month of January 2024 was circulated to members of Council 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 February 2024 be accepted as presented.

**MOTION CARRIED (5-0) (RR#24-03-05)**

### **6.4 Properties and Planning Report:**

#### **6.4.1 Development Permit Approvals**

There were no development permits issued between February 10<sup>th</sup> and March 10<sup>th</sup> 2024

## 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 February 2024.

### 6.5.1 Cash Flow Report February 2024

### 6.5.2 Disbursement Listing February 2024

A list of cheques and disbursements for the month of January 2024 was included in the report for Council's review.

	Monthly Totals
Town	\$62,490.04
Arena	\$16,809.01
Utility	\$15,768.02

It was duly moved by Councillor Eric Stewart and seconded by Deputy Mayor Larry Allen THAT the Finance and Administration report for the month of February 2024 be accepted as presented.

**MOTION CARRIED (5-0) (RR#24-03-06)**

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

## 8. **CORRESPONDENCE:**

### **INFORMATION ITEMS:**

8.1 Communications and Public Affairs – Grant Pilot Program for Seniors Meals

8.2 *Emergency Health Services- Advising of National Organ Donation & Awareness Week (April 21-27<sup>th</sup>) and Green Shirt Day (April 7<sup>th</sup>)*

8.3 Justice and Public Safety – RCMP Costs will increase for 2024/25 from 106,852 to 111,258

8.4 Order of PEI – Inviting applications for the Oder of PEI for 2024

**ACTION ITEMS:** Nil

## 9. **UNFINISHED BUSINESS:**

### 9.1 Hiring of CAO Update

The position will be readvertised in the near future. Further discussion will be held at the In Camera session following the Council meeting.

**9.2 Update – Development of the Fabrication Yard**

Ongoing discussions are being held with the province on possible uses and development of the Fabrication Yard. Further discussion will be held at the In Camera session following the Council meeting.

**9.3 Utility Rate Review Study - MRSB**

It is expected that the Utility Rate Review Study will be completed prior to the end of March and that MRSB will make a presentation to Council at an upcoming meeting.

**9.4 Code of Conduct Training Deadline March 31 2024**

A reminder was received from the province that all members of Council are required to complete the Online Code of Conduct training prior to March 31 2024

**10. NOTICE OF MOTIONS:**

**11. NEW BUSINESS:**

**11.1 Meeting with MLA Matt McFarlane**

It was agreed that Council would meet with our newly elected MLA Matt McFarlane at 8:00pm on Tuesday March 19 2024 to discuss issues of importance to the Town of Borden-Carleton.

**11.2 Budget Meetings March 19<sup>th</sup> & March 26 2024 (Reminder)**

The 2024/25 budget preparation for the Town, Arena and Utilities has begun spearheaded by the Director of Finance Henry Le.

As budgets and tax rates have to be approved prior to March 31 Council will meet on March 19 2024 (town Hall) to discuss the Draft budgets and again on March 26 2024 (Legion) to finalize the budgets and setting of tax rates for 2024/25

**11.3 Municipal Cooperation – Ongoing Discussions by Victoria & Others**

As noted in a local paper, a couple of surrounding municipalities are studying their virality and that Borden-Carleton may be included in those discussions as options for a change in municipal structure.

**11.4 Assessment Roll Comparisons 2024 vs 2023**

The 2024 Assessment Roll has been received by the town. Comparative totals are as follows:

Tax Rate Group	Commercial Taxable Assessment	Non-Commercial Taxable Assessment	TOTAL
			<b>2024 Assessment</b>
151300	17,936,054.00	31,167,888.00	49,103,942.00
15301	6,161,500.00	13,541,100.00	19,702,600.00
Total>>	24,097,554.00	44,708,988.00	68,806,542.00
			<b>2023 Assessment</b>

151300	17,837,242.00	28,654,588.00	46,491,830.00
15301	4,979,600.00	13,085,100.00	18,064,700.00
Total>>	22,816,842.00	41,739,688.00	64,556,530.00

**Assessment Change for 2024**

Commercial	Non-Commercial	Total
5.6%	7.1%	6.6%

**one cent on the tax rates =  
\$6,880**

**12. IN-CAMERA:**

**It was duly moved by Deputy Mayor Larry Allen and seconded by Councillor Nicole Arsenault 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#24-03-07)**

Council went into in-camera at 7:30pm

**It was duly moved by Councillor Eric Stewart. and seconded by Councillor Ashley Steele THAT Council moves back to a public meeting.**

**MOTION CARRIED (5-0) (RR#24-03-08)**

**Council returned to open session at 8:15pm**

**13. ADJOURNMENT:**

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

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Mayor, Randy Ahearn

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CAO, Jim Wentzell