



TOWN OF BORDEN-CARLETON

REGULAR COUNCIL MEETING

Tuesday, March 12, 2024 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) -

3. ADOPTION OF THE AGENDA:

4. APPROVAL OF PREVIOUS MINUTES:

4.1 Regular Council Meeting – February 13 2024

5. PUBLIC PRESENTATIONS/ INVITED GUESTS

5.1 Representation from the RCMP

6. COMMITTEE REPORTS:

6.1 Police Report: RCMP Report for January/February 2024

6.2 Fire Chief's Report

6.2 Recreation Director's Report:

6.3 Properties and Planning Report:

6.3.1 Development Permit Approvals – **no permits issued in 2024 as yet**

6.4 Finance and Administration Report:

6.4.1 Cash Flow Report for January 2024

6.4.2 Disbursement Listing January 2024

7. EXTERNAL REPORTS:

Nil

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 21-27th) and Green Shirt Day (April 7th)*
- 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 Order of PEI for 2024

ACTION ITEMS: Nil

9. UNFINISHED BUSINESS:

- 9.1 Hiring of CAO Update (Discussion will be In Camera)
- 9.2 Update – Development Fabrication Yard (Discussion will be In Camera)
- 9.3 Utility Rate Review Study - MRSB

10. NOTICE OF MOTIONS:

11. NEW BUSINESS:

- 11.1 Meeting with MLA Matt McFarlane
- 11.2 Budget Meetings March 19th & March 26 2024 (Reminder)
- 11.3 Municipal Cooperation – Ongoing Discussions by Victoria & Others
- 11.4 Assessment Roll Comparisons 2024 vs 2023

12. IN-CAMERA:

MGA Section 119:

- 119(1)(a) commercial information which, if disclosed, would likely be prejudicial to the municipality or parties involved; and*
- 119(1)(d) human resource matters.*

13. ADJOURNMENT:



TOWN OF BORDEN-CARLETON
REGULAR COUNCIL MEETING MINUTES

February 13 2024 – 20 Dickie Road, Borden-Carleton, PE

7:00pm

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

REGRETS:

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

ALSO PRESENT: Sarah Millar, Consolidated Credit Union and four members of the general
 public.

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 Councillor Eric Stewart and seconded by Deputy Mayor Larry Allen
THAT the Agenda be adopted as circulated.

MOTION CARRIED (6-0) (RR#24-22-01)

4. APPROVAL OF PREVIOUS MINUTES:

4.1 It was duly moved by Councillor Barb Wood and seconded by Councillor Ashley
 Steele **THAT** the minutes of the December 12, 2023 regular Council meeting be adopted as
 presented.

MOTION CARRIED (6-0) (RR#24-02-02)

4.2 It was noted that Council held an in-camera meetings on January 9th and January 30th, 2024..

5. PUBLIC PRESENTATIONS INVITED GUESTS

5.1 Sarah Millar, Consolidated Credit Union

Sarah Millar, Chief Executive Officer, Consolidated Credit Union of PEI, appeared before Council to discuss opportunity for Consolidated Credit Union to be part of future community events and ways we can service our members.

Ms Millar stated that the Credit Union was interested in increasing their presence in the community such as having monthly information meetings on various subjects (e.g online fraud) in the community, offer satellite office services to clients when needed, participate in supporting various activities such as Christmas in the Park and advertising on the Zamboni.

She also mentioned that the Credit Union would be interested in discussing major sponsorship if the Town was to replace the Arena or other projects the Town may undertake in the future.

Members of Council agreed that they would like to participate with the Credit Union in various events and activities in the Town and also welcome discussions on major sponsorships of facilities in the Town.

The CAO will follow up with Ms Millar on the issues discussed at tonight's meeting. Ms Millar left the meeting at 7:20pm

6. COMMITTEE REPORTS:

6.1 Police Report:

The RCMP report for the months of December 2023 and January 2024 submitted by Sgt. Neil Logan was presented by Councillor Nicole Arsenault.

It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Eric Stewart THAT the policing report for December 2023 and January 2024 for the Town of Borden-Carleton be accepted as presented.

MOTION CARRIED (6-0) (RR#24-02-03)

6.2 Fire Department Report:

The Fire Department Report for the month of December 2023 and January 2024 was presented by Councillor Nicole Arsenault.

It was duly moved by Councilor Nicole Arsenault and seconded by Councillor Eric Stewart THAT the Fire Chief's report for December 2023 and January 2024 submitted by Fire Chief Shawn Jessome be accepted as presented.

MOTION CARRIED (6-0) (RR#24-02-04)

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 Ashley Steele THAT the Recreation Director's report for the month of January 2024 be accepted as presented.

MOTION CARRIED (6-0) (RR#24-02-05)

6.3 Properties and Planning Report:

6.4.1 Development Permit Approvals

Councillor Laurel Palmer-Thompson gave a report of the development permits issued between December 10th 2023 and February 10, 2024

It was duly moved by Councillor Laurel Palmer-Thompson and seconded by Councillor Nicole Arseneault THAT the Properties and Planning Report for the month of January 2024 be accepted as presented.

MOTION CARRIED (6-0) (RR#24-02-06)

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

Councillor Eric Stewart presented the Finance and Administration report for the month of January 2024.

6.4.1 Cash Flow Report January 2024

6.4.2 Disbursement Listing January 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	\$79,851.49
Arena	\$15,802.89
Utility	\$23,348.25

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

MOTION CARRIED (6-0) (RR#24-02-07)

6.4.3 Quarterly Financial Statements (to Dec 31 2023)

Circulated to Council were Quarterly Financial Statements to December 31 2023 for the Town, Sewer Utility, Water Utility and the Arena as developed by the Town's Accountant Henry Le

In the future Council and staff will receive quarterly financial statements that will allow the Town to better manage finances throughout the year and provide information on a timely basis when developing future budgets.

These statements take information from Sage and with mapping formulas used in Excel, create financial schedules that mirror most of the financial schedules contained in the Audited report created by MRSB.

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

8. **CORRESPONDENCE:**

INFORMATION ITEMS:

- 8.1 Communities in Bloom Program
- 8.2 *Department of Municipal Affairs* -- January 2024 Newsletter
- 8.3 Dept of Finance – Grant in Lieu of Taxes for 2023
- 8.4 FCM – Newsletter January 2024
- 8.5 Borden- Carleton Flyer February 2024

ACTION ITEMS: Nil

9. **UNFINISHED BUSINESS:**

9.1 Request for Proposals (RFP) Electronic Signage
The CAO reported that nine proposals were received from 4 companies to provide an LED Electronic wall sign for both the Arena and Fire Hall. The cost for two signs ranged from \$28,984 to \$64,372.

As the costs were much higher than available funds, it was agreed not to accept any of the tenders and the project would be revisited in the 2024/25 budgeting process. Staff would also look into grants and sponsorship of the signs.

9.2 Hiring of CAO Update (Discussion will be In Camera)

It was reported that 58 applications were received for the position of CAO for the Town. The interviewing committee met and reviewed the applications and felt that none of the applicants fit the position advertised. The position will be readvertised.

9.3 Budget Timeline 2024/25 (Reminder to Council/Staff)

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 31st a timeline for development of the Operating and Capital budgets was circulated to Town Council and staff.

10. **NOTICE OF MOTIONS:**

11. **NEW BUSINESS:**

11.1 Review of Fire Safety Act – CAO's Submission

The province is reviewing the Fire Safety Act and has invited submissions from municipalities. The CAO has written a submission requesting that the Act address transparency, openness and financial accountability in respect to Fire services, Fire Departments and Fire Districts.

It was duly moved by Deputy Mayor Larry Allen and seconded by Councillor Nicole Arsenault THAT the Council approve the submission to the province prepared by the CAO in respect to the Fire Safety Act and regulations.

MOTION CARRIED (6-0) (RR#24-02-08)

11.2 Responsibility of Excavation Pits

An email was received from the Dept of Environment, Energy and Climate Change asking which municipalities wished to be responsible for excavation pits in their municipality.

It was duly moved by Councillor Laurel Palmer-Thompson and seconded by Deputy Mayor Larry Allen THAT the Dept of Environment and Climate change that the Town of Borden-Carleton does not regulate excavation pits within the Town and does not accept any responsibility nor liability for excavation pits as it is the Town's understanding such responsibility falls with the Province of PEI.

MOTION CARRIED (6-0) (RR#24-02-09)

12. IN-CAMERA:

It was duly moved by Councillor Nicole Arsenault and seconded by Councillor Barb 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 (6-0) (RR#24-02-10)

Council went into in-camera at 8:00pm

It was duly moved by Councillor Eric Stewart. and seconded by Councillor Ashley SteeleTHAT Council move back to a public meeting.

MOTION CARRIED (6-0) (RR#24-02-11)

Council returned to open session at 8:40pm

13. ADJOURNMENT:

There being no further business to come before the meeting, the meeting adjourned at 8:40pm

Mayor, Randy Ahearn

CAO, Jim Wentzell



**BORDEN-CARLETON
MAYOR'S
POLICING REPORT
FEBRUARY 2024**

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

A new year of reporting is upon us, and Prince District RCMP reports a total of 23 police files created for service to Borden-Carleton, during the month of February, 2024.

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

This past month, Cpl. Ian ALLEN visited the Amherst Cove School Elementary School with RCMP's new Facility Dog, "Lola." Accompanied by Cpl. Allen, Lola strutted through the school hallways and delighted students in every classroom. See below photo.



Prince District RCMP Members have reported 188 hours providing policing services to the Town of Borden-Carleton, during the month of February 2024. 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 nine Criminal Record Checks for residents of Borden-Carleton, for various reasons, including employment and volunteering.

OCCURRENCES	February 2024	Year to Date
Assaults (All Categories)	0	0
Break and Enters (Residence & Business)	3	3
Causing Animals Unnecessary Suffering	0	0
Assistance to Organization	0	0
Crime Prevention	0	0
Abandoned Vehicle	1	1
Theft of Bicycle	0	0
Theft of Motor Vehicle	1	1
Theft Under \$ 5000	2	3
Theft Over \$ 5000	0	0

Drugs (Possession)	0	0
Criminal Harassment	0	0
Drugs (Trafficking)	0	0
Information File	0	0
Firearms Act	0	0
Traffic Violations	4	6
Traffic Collision	1	1
Trespass Act	0	1
Failure to Comply with Undertaking	0	0
Roadside Suspension	0	0
Fail to Stop or Remain at Accident	0	0
Liquor Act	0	0
Cannabis Act – Offences Only	1	1
Uttering Threats against a Person	0	0
Causing a Disturbance / Mischief (including public intoxication)	2	4
Impaired Operation of Motor Vehicle	1	1
Sexual Assault/Interference	0	0
Distribute Intimate Image without Consent	0	0

Immigration & Refugee Protection Act	0	0
Failure/Refusal to Comply with Alcohol Demand	0	0
CheckStops	2	2
Neighbor Dispute	0	0
False Alarms	3	6
Use/Traffick/Possess a Forged Document	0	0
Sudden Death	0	0
Wellbeing Check	1	2
Child Welfare Act	0	1
Suspicious Person/Vehicle	0	0
911 Act	0	1
Items Lost/Found	0	0
Dangerous Driving	1	1
Fraud	0	0
Mental Health Act	0	1
Person Reported Missing	0	0
Motor Vehicle Act	0	0
Total Calls for Service	23	36

Provincial Charges/Warnings for the month:

TRAFFIC	February 2024	Year to Date
Speeding Violation Charge	0	0
Other Non-Moving Traffic Violation Charge	0	2
Other Moving Traffic Charge	0	0
Warning Issued	1	1
Liquor Act Charge	0	0
Cannabis 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
Feb 18	Medical Call	Cape Traverse	9
Feb 19	Motor Vehicle Accident	North Carleton	16
Feb 24	Structure Fire	Cape Traverse	16
Feb 25	Motor Vehicle Accident	Borden-Carleton	12
Feb 29	Alarm Call	Borden-Carleton	6
March 7	Alarm Call	Borden-Carleton	11

Submitted by
Shawn Quinones
Fire Chief

Recreation Report

Tuesday, March 12th

We are coming up on closing time at the arena. MCM Refrigeration will be out on the 21st or 22nd of March to shut the plant down and the last day for rentals will be on March 22nd. Minor hockey provincials are on the weekends of March 15th and March 22nd so all teams will be done by the 22nd.

We did not receive any provincials again this year. Southside Minor Hockey Association applied to host the U11 Rec Tier 1 and Tier 2 provincials and we did not receive either. Only three arenas that did not receive provincials last year got them this year. All the other arenas awarded provincials last year were awarded them again this year which adds up to eight arenas.

We will once again be applying for the Seniors Secretariat Grant to help run programs and events for Seniors. This can be used for such things as the Senior's Tea we host each month or for exercise equipment or classes. Could also be used for hosting a supper with musical guests. Anything that can be beneficial to their wellbeing.

Jim, Holly and Larry attended a luncheon hosted by Recreation PEI on Monday, March 11th to hear about their anti-racism charter, nutrition grants and to discuss concerns and suggestions in the recreation field.

Holly will be attending the Recreation PEI Board meeting on March 12th in Charlottetown. This will be the last meeting before the province releases the Recreation Budget for the year.

We have been sharing our helmets and skates with The Community Navigator and Central Region Sport and Recreation Council as they have been hosting Learn to Skate sessions for Newcomers. We are trying to reschedule at our arena as our original date was cancelled due to poor weather conditions.

Planning Decisions

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Community

BORDEN-CARLETON

Application Type

-Select-

Address

File Number

Nature of Decision

-Select-

PID

Consolidation PIDs

Decision Date From

2024-02-08



Decision Date To

2024-03-10



Record Status

-Select-

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FINANCIAL REPORT FOR FEBRUARY 2024

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 FEBRUARY 29 2024

BANK ACCOUNTS		Opening	EFT Receipts	Cheques	Closing
Account	Balance	Deposits	EFT Payments	Balance	
ARENA	45,631	16,735	16,473	45,893	
TOWN	207,423	84,987	65,653	226,757	
UTILITIES	78,476	19,701	16,260	81,917	
Total Cash Flow	331,530	121,423	98,386	354,567	
ACTIVITY FEBRUARY 2024 RESERVES		Opening	Deposits	Transfers	Closing
	Balance	EFT Payments	Balance		
Gas Tax ACCT	336,906	100,001	436,907		
ACTIVITY FEBRUARY 2024 LOANS		Opening	Deposits	Principal Only	Closing
	Balance	EFT Payments	Balance		
Fire Truck 71-9	87,413	1,433	85,980		
Sewe 72-9	409,782	2,627	407,155		
Sewer Mains 74-9	65,546	0	65,546		
Storm Drains 75-9	65,546	0	65,546		
Water/Sewer 79-9	284,932	0	284,932		
Total Loans Outstanding	913,219	0	4,060	909,159	

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 Feb 01, 2024 to Feb 29, 2024

Cheque No.	Cheque Type	Payee	Amount	Cheque Date
17179	Payment	Ahearn, Randy	252.08	Feb 01, 2024
17181	Payment	Bernard Arsenaull, Nicole	197.08	Feb 01, 2024
17182	Payment	Palmer Thompson, Laurel	197.08	Feb 01, 2024
17186	Payment	Holly Bernard	70.00	Feb 01, 2024
17187	Payment	Stewart, Eric	172.08	Feb 01, 2024
17188	Payment	Allen, Larry	147.08	Feb 01, 2024
17189	Payment	Wood, Barb	177.08	Feb 01, 2024
17190	Payment	Steele, Ashley	177.08	Feb 01, 2024
17193	Payment	Orkin Canada	40.25	Feb 07, 2024
17194	Payment	Prince Edward Island Potato Board	1,058.00	Feb 07, 2024
17195	Payment	C&R Signs & Embroidery	208.15	Feb 07, 2024
17196	Payroll	Gallant, Arthur	1,193.16	Feb 08, 2024
17197	Payroll	Clark, Diane	622.96	Feb 08, 2024
17198	Payroll	Miles, Linda	461.53	Feb 08, 2024
17199	Payroll	Gaudet, Laura	330.86	Feb 08, 2024
17200	Payroll	Ranahan, Arthur	176.42	Feb 08, 2024
17201	Payroll	Wentzell, Alicia	459.62	Feb 08, 2024
17202	Payroll	Bernard, Holly	1,567.69	Feb 08, 2024
17203	Payroll	Le, Quoc Bao	1,605.23	Feb 08, 2024
17204	Payroll	Wentzell, Jim	1,909.34	Feb 08, 2024
17205	Payment	Bernard, Holly	40.00	Feb 08, 2024
17206	Payroll	Bernard, Dennis	1,511.66	Feb 08, 2024
17207	Payment	Xerox Canada LTD	85.54	Feb 08, 2024
17217	Payroll	Wentzell, Alicia	712.50	Feb 23, 2024
17218	Payroll	Gallant, Arthur	1,355.38	Feb 23, 2024
17219	Payroll	Gaudet, Laura	192.50	Feb 23, 2024
17220	Payroll	Clark, Diane	492.28	Feb 23, 2024
17221	Payroll	Miles, Linda	277.05	Feb 23, 2024
17222	Payroll	Le, Quoc Bao	1,605.23	Feb 23, 2024
17224	Payroll	Ranahan, Arthur	176.42	Feb 23, 2024
17225	Payroll	Bernard, Holly	1,567.69	Feb 23, 2024
17226	Payroll	Wentzell, Jim	1,909.34	Feb 23, 2024
17227	Payment	On The Go Property Maintenance	14,560.95	Feb 21, 2024
17228	Payment	Xerox Canada LTD	353.28	Feb 21, 2024
17229	Payment	Cox & Palmer	3,591.60	Feb 21, 2024
17230	Payment	Ceretti's Grocery & Hardware	338.95	Feb 21, 2024
17231	Payment	Westland Insurance Group Ltd.	1,040.00	Feb 21, 2024
17232	Payment	Advance Rentals	6.87	Feb 21, 2024
17233	Payment	Green Diamond Equipment	4.14	Feb 21, 2024
17234	Payment	Federation of Canadian Municipaliti	359.10	Feb 21, 2024
17235	Payroll	Bernard, Dennis	1,433.67	Feb 23, 2024

Total Town Cheques issued Feb 2024

42,636.92

Town of Borden-Carleton

Cheque Log for 1001 Credit Union Current Account from Feb 01, 2024 to Feb 29, 2024

JE#	Source #	Comment	Credits	Date
J1711	EFTRWAM2	RWAM Insurance Administrators Inc	750.07	Feb 01, 2024
J1715	E-Transfer	To Gallant, Authur for pay period 14-27	1,173.70	Feb 01, 2024
J1712	FundsTransfer	Transfer fund for Debit Card	500.00	Feb 01, 2024
J1756	FundsTransfer	Transfer fund for Visa Due Date	2,058.59	Feb 07, 2024
J1797	EFTMar	Maritime Electric	282.64	Feb 15, 2024
J1800	CU 71	CU LN Payment FIRE TRUCK	1,948.98	Feb 16, 2024
J1801	CU-75	CU LN 075 PAYMENT STORM SEWEI	283.74	Feb 19, 2024
J1803	EFTEastlink	Eastlink	410.58	Feb 19, 2024
J1802	EFTWEX	Wex Canada Ltd	347.03	Feb 19, 2024
J1804	EFTMar	Maritime Electric	1,241.86	Feb 20, 2024
J1838	EFTMar	Maritime Electric	1,883.65	Feb 21, 2024
J1850	EFTCRA	Receiver General for Canada	8,802.04	Feb 23, 2024
J1854	EFTBell	Bell Aliant	85.29	Feb 28, 2024
J1861	CU	BANK CHARGES	84.95	Feb 29, 2024
Online Payments Town Feb 2024			19,853.12	
TOTAL ALL PAYMENTS TOWN Feb 2024			62,490.04	

Gateway Arena

Cheque Log for 1001 Credit Union Current Account from Feb 01, 2024 to Feb 29, 2024

Cheque No.	Cheque Type	Payee	Amount	Cheque Date
6406	Payment	Jeff Judson	225.00	Feb 02, 2024
6407	Payment	Provincial Auto Parts (1978)Ltd.	18.04	Feb 07, 2024
6408	Payment	Platts Electric	172.50	Feb 07, 2024
6409	Payment	Island Overhead Doors	353.49	Feb 07, 2024
6410	Payment	Frito Lay Canada - A Division of Per	92.12	Feb 07, 2024
6411	Payment	Callbeck's Home Hardware	273.43	Feb 07, 2024
6412	Payment	Spring Valley Building Centre	270.96	Feb 07, 2024
6413	Payment	ADL Foods	632.85	Feb 07, 2024
6414	Payment	Deluxe	368.85	Feb 07, 2024
6415	Payment	Atlantic Beef Products	154.19	Feb 07, 2024
6416	Payment	Bernard Welding Ltd.	12.65	Feb 22, 2024
6417	Payment	On The Go Property Maintenance Ir	1,980.88	Feb 22, 2024
6418	Payment	Ceretti's Grocery & Hardware	635.76	Feb 22, 2024
6419	Payment	Spring Valley Building Centre	180.64	Feb 22, 2024
6420	Payment	On The Go Property Maintenance Ir	517.50	Feb 22, 2024
6421	Payment	ADL Foods	561.89	Feb 22, 2024
6422	Payment	Atlantic Beef Products	393.07	Feb 22, 2024
Total Arena Cheques issued Feb 2024			6,843.82	

JE#	Source #	Comment	Credits	Date
J1149	BANK CHARGE:	Bk Charge _ Debit Machine Nov	17.25	Feb 12, 2024
J1161	EFTIrving	Irving Energy Distribution and Marketin	1,254.43	Feb 14, 2024
J1183	EFTGFL	Superior Sanitation Services Limited	487.54	Feb 16, 2024
J1185	EFTEastlink	Eastlink	144.96	Feb 19, 2024
J1184	EFTIrving	Irving Energy Distribution and Marketin	1,451.10	Feb 19, 2024
J1201	Bk Statement	CU CHARGES	5.75	Feb 20, 2024
J1199	EFTMar	Maritime Electric	5,617.06	Feb 20, 2024
J1250	Bk Statement	Bk Charge _ Debit Machine Nov	5.00	Feb 28, 2024
J1252	CU	BANK CHARGES	50.70	Feb 29, 2024
J1249	EFTIrving	Irving Energy Distribution and Marketin	899.44	Feb 29, 2024
J1255	Pre-Au Bank	Bk Charge _ Debit Machine Nov	31.96	Feb 29, 2024
Online Payments Arena Feb 2024			9,965.19	
TOTAL ALL PAYMENTS Arena Feb 2024			16,809.01	

Borden Carleton Sewer and Water Utility
Cheque Log for 1001 Credit Union Current Account from Feb 01, 2024 to Feb 29, 2024

Cheque No.	Cheque Type	Payee	Amount	Cheque Date
3302	Payment	Mission Communications, LLC	1,438.23	Feb 07, 2024
3303	Payment	Minister of Finance EW&CA	322.00	Feb 08, 2024
3304	Payment	Campbell's Concrete LTD.	1,250.11	Feb 21, 2024
3305	Payment	Prince County Wastewater Manage:	4,600.00	Feb 21, 2024
3306	Payment	Island Chemicals Inc.	221.66	Feb 21, 2024

Total Utilities Cheques issued Feb 2024 **7,832.00**

JE#	Source #	Comment	Credits	Date
J3361	BS	CU LOAN 072	4,967.61	Feb 14, 2024
J3368	EFTMar	Maritime Electric	1,692.56	Feb 15, 2024
J3376	BS	CU LOAN 074	283.74	Feb 19, 2024
J3377	EFTEastlink	Eastlink	300.53	Feb 19, 2024
J3384	bank	CU Charges	5.75	Feb 20, 2024
J3381	EFTMar	Maritime Electric	658.51	Feb 20, 2024
J3415	BS	CU CHARGES	5.00	Feb 28, 2024
J3425	BS	CU CHARGES	21.95	Feb 29, 2024
J3445	Pre-Auth	CU Charges	0.37	Feb 29, 2024

Online Payments Utilities Feb 2024 **7,936.02**

TOTAL ALL PAYMENTS Utilities Feb 2024 **15,768.02**

Jim Wentzell

From: accountant@borden-carleton.ca
Sent: February 26, 2024 2:51 PM
To: 'Gateway Arena'
Cc: 'Jim Wentzell'
Subject: FW: Community grant pilot program for seniors meals

Hi Holly

Wonder if we are eligible for this grant?

Please see below

Community grant pilot program for seniors meals

Applications must be submitted by **March 22, 2024**. All approved projects must complete the event(s) and submit a final report by **June 30, 2024**. They may be asked to submit records of expenditures during or after the project.

Henry Le
Accounting & Finance Officer
Town of Borden-Carleton
accountant@borden-carleton.ca
+1 902-437-2225

News Release

Published Date: Monday, February 26, 2024 | [View More](#)

Community grant pilot program for seniors meals

Organizations are invited to submit applications for funding to host community meal events for seniors in PEI.

The Seniors Community Meal Grant Pilot Program provides one-time funding of up to \$5,000 to community-based organizations and groups across the province to provide free communal meals for PEI seniors. The grant can be used to help offset food costs to create new community meal programs or increase capacity of existing community meal programs. Applicants can propose a one-time event or regular, ongoing events.

“Sharing a meal together is about more than just the food – it is about connection and inclusion. This pilot program will support seniors and provide an opportunity for them to come together and share a meal, which may also help to reduce social isolation and loneliness.”

- Social Development and Seniors Minister Barb Ramsay

Applicants must:

- Be a registered charity or an incorporated organization. Community groups that partner with an incorporated organization or registered charity are also eligible.
- Provide a project proposal.
- Provide anticipated budget costs.
- Host the event(s) in a licensed kitchen/facility.
- Host meal events and submit final report by the end of June 2024.

Applications will be accepted until Friday, March 22, 2024. Successful applicants will be notified 2-4 weeks after the submissions of their complete application.

To learn more and to apply, visit [Seniors Community Meal Grant Pilot Program](#) or email seniors@gov.pe.ca or call 902-218-7468.

Media contact:

Marilee Devries

Department of Social Development and Seniors

mjdevries@gov.pe.ca

View more News from the Government of Prince Edward Island: <https://www.princeedwardisland.ca/en/news>

[Click this link to unsubscribe or change your subscription preferences](#)

Share on:  

Communications and Public Affairs
PO Box 2000 Charlottetown, PE C1A 7N8
Canada

General Government Inquiries:
Phone: 902-368-4000 Toll-free 1-800-236-5196
island@gov.pe.ca

Jim Wentzell

From: Angela Carpenter <adcarpenter@ihis.org>
Sent: February 12, 2024 2:09 PM
To: bcadmin@borden-carleton.ca
Subject: Organ and Tissue Donation Awareness- April
Attachments: 2024-01-24 Proclamations Borden-Carleton.docx

Dear Mayor Ahearn :

I am the PEI Organ and Tissue Donation and Transplantation Manager and through my work I have met many people who have been impacted by organ and tissue donation- as a living donor, a deceased donor family member, or a recipient and their loved ones. It is because of these people, and because so many more are waiting, that I am reaching out to you to help raise awareness.

On behalf of the PEI Organ and Tissue Donation and Transplantation Program, I would like to request a **proclamation declaring April 7, 2022, as Green Shirt Day** . As living donors, donor family members and transplant recipients, the PEI Organ and Tissue Donation and Transplantation Program strives to honor the legacy of Humboldt Broncos player Logan Boulet. In the wake of the Humboldt bus crash on April 6, 2018, Logan's family followed his wishes, allowing his gifts to save the lives of six people. In doing so, Logan created a legacy, which inspired thousands of people all over the world to register to become organ and tissue donors. This has become known as the "Logan Boulet Effect".

In addition, National Organ and Tissue Donation Awareness Week (NOTDAW) raises awareness about the critical need for more donors across the country and encourages Canadians to register their decision and to talk to their loved ones about organ donation. Every year, National Organ and Tissue and Awareness Donation Week is held during the last full week of April.

By proclaiming April 7 Green Shirt Day, and April 21-27 National Organ and Tissue Donation Awareness Week our hope is to continue to inspire Islanders to register to become organ and tissue donors to save and improve the lives of thousands on the waiting lists, and to ensure they share these wishes with their families. Organ and tissue donation has an incredible impact, not just for those who receive a second chance at life, but also for all those connected to the recipient. You may also decide to light your town hall in green and encourage your citizens to light their homes green during these dates as well.

Thank you for your time. Please let me know if you have any further questions or require more information.

Kind regards,

Angela Carpenter

"Organ donation is not a tragedy,
But it can be a beautiful light in the midst of one."(unknown)
Give the gift of life. Register to be an organ donor at [Makeitzero.ca](https://www.makeitzero.ca).

Angela Carpenter, BScN, MN (she/her)
Organ and Tissue Donation and Transplantation Program Manager
Emergency Health Services
Department of Health and Wellness, Prince Edward Island
Office: (902) 368-5920



Justice and
Public Safety

Justice et
Sécurité publique



Deputy Minister
and Deputy Attorney General
PO Box 2000, Charlottetown
Prince Edward Island
Canada C1A 7N8

Sous-ministre et
Sous-procureure générale
C.P. 2000, Charlottetown
Île-du-Prince-Édouard
Canada C1A 7N8

February 14, 2024

VIA E-MAIL: accounts@borden-carleton.ca

James Wentzell
Chief Administrative Officer
Town of Borden-Carleton
PO Box 89
Borden Carleton, PE C0B 1X0

Dear Mr. Wentzell:

RE: RCMP Policing Extended Service Agreement

In accordance with the *Policing Extended Service Agreement (PPSA)* between the Town of Souris and the Province of Prince Edward Island, "the Government shall provide policing services to the Municipality equivalent to that of one member of the Royal Canadian Mounted Police during a normal work year".

In addition, in accordance with Amendment No. 1 the Municipality agrees to pay to the Province an annual sum for the direct costs for one RCMP Constable to carry out their duties under this *Extended Service Agreement*. Due to this Amendment, the recovery cost was reduced from \$152,447 to \$98,287 for the fiscal year 2021-2022. Per Section 1(c) of Amendment No. 1 the direct cost items are subject to annual collective agreement increases and any other increase to those direct costs as determined under the PPSA.

The Province has been notified by the RCMP "L" Division that the direct costs under the Provincial Policing Agreement for 2024-2025 will increase from \$106,852 to \$111,258 for one Police Officer commencing April 1, 2024.

Should you have any questions or require further information, please contact Bobbi Lawlor-White, Acting Director of Finance and Corporate Services, at (902) 368-5273 or by email at blawlorwhite@gov.pe.ca.

Sincerely,


Jonah Clements
Deputy Minister and Deputy Attorney General

cc Bobbi Lawlor-White, CPA, CA, Acting Director of Finance and Corporate Services
Brody Connolly, Director of Public Safety
Chris Watts, Acting Manager of Police Services



Order of Prince Edward Island

*Legislative Assembly
PO Box 2000, Charlottetown
Prince Edward Island
C1A 7N8*

L'Ordre de l'Île-du-Prince-Édouard

*Assemblée législative
CP 2000, Charlottetown
Île-du-Prince-Édouard
C1A 7N8*

Dear Town of Borden-Carleton

February 29, 2024

On behalf of the Order of Prince Edward Island, please find enclosed copies of our new nominations poster.

Many Islanders make remarkable contributions to the social, economic and cultural life of our province and its people, and the Advisory Council for the Order of Prince Edward Island is seeking nominations from the public for three deserving citizens to become the 2024 recipients of the highest honour the province can bestow.

Nominations for this year's awards close on Friday, March 22nd, 2024, and it would be appreciated if you would display this poster until this date. These posters are intended for reuse, but when we advise of next year's nomination deadline, we will provide replacements if needed.

Further details and nomination forms can be found by visiting www.assembly.pe.ca/opei.

Many thanks for supporting the Order of Prince Edward Island!

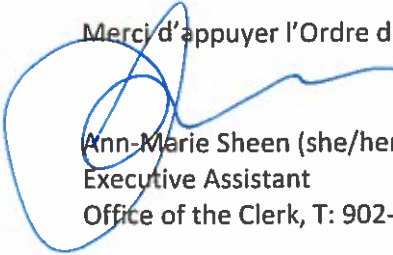
Vous trouverez ci-joint des copies de notre nouvelle affiche sur la mise en candidature à l'Ordre de l'Île-du-Prince-Édouard.

De nombreux Insulaires contribuent remarquablement à la vie sociale, économique et culturelle de notre province et de sa population, et le Conseil consultatif de l'Ordre de l'Île-du-Prince-Édouard invite le public à proposer des candidatures en vue de nommer trois personnes méritantes qui recevront, en 2024, la plus haute distinction que la province peut accorder.

La période de mise en candidature pour les prix de cette année prend fin le vendredi 22 mars 2024, et nous vous serions reconnaissants de bien vouloir exposer cette affiche jusqu'à cette date. On a conçu l'affiche de sorte à pouvoir la réutiliser, mais lorsque nous publierons la date limite pour la mise en candidature l'an prochain, nous vous en ferons parvenir d'autres au besoin.

Vous trouverez plus de détails ainsi que les formulaires de mise en candidature sur le site www.assembly.pe.ca/opei.

Merci d'appuyer l'Ordre de l'Île-du-Prince-Édouard!


Ann-Marie Sheen (she/her)
Executive Assistant
Office of the Clerk, T: 902-368-5970

Update on Fabrication Yard – Response to Media Inquiry March 8 2024

From: Jim Wentzell <bcadmin@borden-carleton.ca>
Sent: March 8, 2024 4:27 PM
To: Council Subject: FW: Sable Arc report on fab yard?

The Fabrication Yard is in the Town's Comprehensive Development Area (CDA) Zone. The permitted Uses are any Use in any other Commercial Zone is permitted in the CDA Zone.

In reviewing our Land Use Bylaw, not all the permitted uses throughout the bylaw had definitions and the meaning of some of the uses were not clear and could be interpreted differently by one person from another.

Sable Arc was requested (by the province) to compile a list of uses and also take into consideration uses in bylaws of other municipalities. As the CDA Zone allowed uses from other Zones the list included uses that were Residential, Commercial, Institutional, Industrial and Recreational.

Council was asked to review the list and to advise which uses could be used as possible uses for the Fabrication Yard. We appreciate the province consulting with the Town as there are interpretation issues with our Bylaw and we don't want confusion on what could be proposed as a use on this site.

When reviewing the list, there were still uses that was not clear to Council what they meant, and this is still being sorted out. This is being worked on but there is no deadline when it has to be completed. Further discussions will be held with the province as they want clarity as well.

It is a work in progress and once a list is finalized, it will be made public as this list will be referred to when the province issues an RFP for use of the property,

As the property is in the CDA Zone, when a proposed use of the property is received, a Public meeting is part of the process. We are not at that point yet.

It would not serve any purpose to have circulating an incomplete list or an incorrect list. It would just cause confusion for the public and potential users of the property.

If you have any other questions, don't hesitate to contact me

Jim Wentzell
CAO
902 437 2225

Jim Wentzell

From: Municipal Affairs <municipalaffairs@gov.pe.ca>
Sent: March 5, 2024 2:07 PM
To: badmin@borden-carleton.ca
Cc: Municipal Affairs
Subject: Mandatory Code of Conduct Status Update

Municipal Chief Administrative Officers (CAOs),

The mandatory Code of Conduct training module for all council members has been available since October 2023. By now, all Council members should have a username and password. If a member of your Council has not received account information to complete the training, please let us know as soon as possible.

As CAOs are expected to report to Council any council members who have not completed the training, I am providing the status of each Council member as of today, March 5, 2024.

[REDACTED]	Not Attempted
[REDACTED]	Not Attempted
[REDACTED]	Not Attempted
[REDACTED]	Not Attempted

Please be sure to advise Council members that the deadline to complete the Code of Conduct Training is **March 31, 2024**. Completing the code of conduct training is a requirement of the *Municipal Government Act* Code of Conduct Regulations. Under the Regulations members who do not complete the training on time are unable to function as a member of Council, and risk being disqualified.

Council members who do not complete the training by March 31, 2024, will receive a follow up from Municipal Affairs. Municipal Affairs will continue to track and report on training status.

If you have any questions or concerns, please reach out.

Christina Vos
Administrative Assistant
Municipal Affairs
christinavos@gov.pe.ca
Phone: 902-288-1638

Department of Housing, Land and Communities
Government of Prince Edward Island
2nd Floor, Aubin Arsenault Building
3 Brighton Road
P.O. Box 2000
Charlottetown, PE C1A 7N8
www.PrinceEdwardIsland.ca

Jim Wentzell

From: Jim Wentzell <bcadmin@borden-carleton.ca>
Sent: March 10, 2024 5:09 PM
To: 'matt.macfarlane@greenparty.pe.ca'; 'mbmacfarlanemla@assembly.pe.ca'
Cc: Randy Ahearn (randahearn@msn.com)
Subject: Meeting with Borden-Carleton Town Council

Hello Mr Macfarlane

Further to our conversation Friday afternoon, it would be of benefit to both the Town and you as the Town's MLA to sit down and discuss the issues that are of importance to the Town and to bring you up to speed on those issues.

The Council is looking forward to working with you for the benefit of the citizens of the Town and area.

Council is meeting on Tuesday evening Feb 19th and we could meet with you then or if you prefer a Saturday morning, I could discuss with Council for their availability

Thank You

Jim Wentzell
CAO
902 437 2225

TOWN OF BORDEN-CARLETON

2024

BUDGET TIMELINE 2024-25

ONE YEAR-FIVE YEAR CAPITAL BUDGETS

Dec 1- Jan 15

Request Staff/Council for items for 5 yr Capital budgets

Jan 15-Jan 31

Staff review submissions .obtain costs

Feb 1-Feb 15

Staff complete Draft 5 yr and 1 yr Capital Budgets

OPERATING BUDGETS TOWN/ARENA/UTILITIES

Jan 1-Jan 31

Review Actuals to Date (YTD protections)

Identify changes/carry over to 2024/25

Feb 1-Feb 10

Staff meet to discuss operating budget needs 2024/25

Feb 12-Mar 8

Draft Operating Budgets for 2024.25

Obtain Assessment info for 2024 (Analyse change from 2023)

Obtain known grants/policing costs foe 2024

Compile Budget Binder for 2024/25

Mar 11 -Mar 14

Budget Notice/Flyer sent to Residents

Finalize Budget Package Operating & Capital Budgets

Including Proposed Tax Rates

MAR 15 – Draft Budgets sent to Council

Mar 19 – Review of Budgets with Town Council

Mar 22 – Final Draft Budgets sent to Council for Public meeting

Mar 26

Public Council Budget Meeting

Approval of Operating & Capital Budgets for 2024/25

Setting of Tax Ratesfor 2024/25

						<i>January</i>	
Su	Mo	Tu	We	Th	Fr	Sa	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

						<i>February</i>	
Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29			

						<i>March</i>	
Su	Mo	Tu	We	Th	Fr	Sa	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

Victoria continues study on future sustainability report

By Andy Walker

The outgoing Chief Administrative Officer in the Rural Municipality of Victoria has tabled a summary of the community's response to a report conducted in 2022 on the future sustainability of one of the province's smallest incorporated municipalities.

Anna Keenan, who will turn the reins over to Kyle Dudley this month to accept a job with the City of Charlottetown, noted the report laid out several options when it came to restructuring as part of a larger municipality. They included a merger with the neighbouring community of Crapaud, a amalgamation of area included in the fire districts of the two communities, a larger south shore community made up of the two municipalities and all incorporated areas between the municipalities of West River and Borden-Car-

leton.

The most ambitious option was an amalgamation of all incorporated and unincorporated areas within the provincial constituency of Borden-Kinkora. If any of those options were to be explore, the report recommends a steering committee be established with representation from all of the impacted areas.

The report also examined the possibility the municipality could dissolve, but would need a plan to wind up its assets and liabilities. Any

remaining assets and property after dissolution would be transferred to the provincial government.

Keenan noted there has been discussion on the report at three council meetings but no decisions have been taken. She noted the study indicates that in the case of a restructuring, the formal process would take approximately six months.

The report also offered some suggestions the community could take to generate additional revenue including a tourism levy, paid parking and charging for washrooms.

Councillors consider 2024 rental fees for Credit Union Centre

By Andy Walker

The outgoing Chief Administrative Officer in the Rural Municipality of Victoria has tabled a summary of the community's response to a report conducted in 2022 on the future sustainability of one of the province's smallest incorporated municipalities.

Anna Keenan, who will turn the reins over to Kyle Dudley this month to accept a job with the City of Charlottetown, noted the report laid out several op-

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Department
of Finance

Ministère
des Finances



Taxation and Property Records

PO Box 880, Charlottetown
Prince Edward Island
Canada C1A 7M2

Imposition et registre des biens

C.P. 880, Charlottetown
Île du-Prince-Édouard
Canada C1A 7M2

February 22, 2024

Please be advised, we have found some inconsistencies between the Taxable Totals shown within the Municipal Assessment Rolls & our internal control reports.

On the total's page, within the Municipal Assessment Roll, we have corrected the Total Current Taxable Values as per the date shown on the Assessment Roll.

Also available, are the Current Taxable Assessment Totals, Non-Commercial and Commercial, found on your MAPCO/MATI online accounts.

If you do not have a MATI account, please go to this link to create an account.

<https://princeedwardisland.ca/en/service/municipal-assessment-and-tax-information-mati>

We regret any inconvenience and are looking into resolving the issue.

Please contact me if you have any questions.

Suzanne Pater, CRA
Program and System Coordinator
Taxation and Property Records
sepater@gov.pe.ca
Phone: 902-213-1278
Fax: 902-368-6584

Department of Finance
Government of Prince Edward Island
1st floor, Shawn Building South
www.PrinceEdwardIsland.ca

BORDEN-CARLETON ASSESSMENT ROLL

Tax Rate Group	Commercial Taxable Assessment	Non-Commercial Taxable Assessment	TOTAL
			2024 Assessment
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
			2023 Assessment
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
Tota	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