



Town of Borden-Carleton
Regular Council Meeting Minutes

February 14th, 2023

20 Dickie Road Borden-Carleton, PE

7:00pm

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

ALSO PRESENT: Staff: Chief Administrative Officer, Jim Wentzell
Accounting and Finance Officer, Henry Le
Assistant to CAO, Joanne Smith

GUEST: MRSB, Michelle Burge

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.

Councillor Barbara Wood and Councillor Laurel Palmer-Thompson declared conflicts of interest under agenda item 8.5.

3. ADOPTION OF THE AGENDA:

It was duly moved by Councillor Eric Stewart and seconded by Councillor Nicole Bernard-Arsenault

THAT the agenda be approved as presented.

MOTION CARRIED 6-0 (RR#23-02-01)

4. APPROVAL OF PREVIOUS MINUTES:

It was duly moved by Councillor Nicole Bernard-Arsenault and seconded by Councillor Barbara Wood

THAT the minutes of the December 12th, 2023 regular Council meeting be adopted as presented.

MOTION CARRIED 6-0 (RR#23-02-02)

It was duly moved by Councillor Eric Stewart and seconded by Councillor Nicole Bernard-Arsenault

THAT the minutes from the special council meeting held on January 31st, 2023 be approved as circulated.

MOTION CARRIED 6-0 (RR#23-02-03)

5. PRESENTATION:

5.1 MRSB Chartered Professional Accountants Inc. – Michelle Burge – Presentation of draft Consolidated Financial Statements 2021-22.

Michelle Burge from MRSB Chartered Professional Accountants Inc. presented the consolidated financial statements for the Town of Borden-Carleton for the period ending March 31st, 2022.

It was moved by Councillor Larry Allen and seconded by Councillor Barbara Wood

THAT the audited financial statements for the fiscal year ending March 31st, 2022 be approved by Council as prepared by MRSB Chartered Professional Accountants.

MOTION CARRIED (RR#23-02-04)

6. COMMITTEE REPORTS:

6.1 Police Report:

The RCMP report for the months of December 2022 and January 2023 submitted by Acting Sergeant Logan were presented by Councillor Nicole Bernard-Arsenault.

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

MOTION CARRIED (RR#23-02-05)

6.2 Fire Department Report

6.2.1 The Fire Department report for the month of February 2023 was presented by Councillor Nicole Bernard-Arsenault.

It was duly moved by Councillor Nicole Bernard-Arsenault and seconded by Councillor Barbara Wood

THAT the Fire Chief's report submitted by Fire Chief Shawn Jessome be accepted as presented.

MOTION CARRIED 6-0 (RR#23-02-06)

6.2.2 New Firefighter

It was duly moved by Councillor Nicole Bernard-Arsenault and seconded by Councillor Eric Stewart

THAT Dylan Sutherland be accepted as a volunteer firefighter with the Borden-Carleton Fire Department.

MOTION CARRIED 6-0 (RR#23-02-07)

6.3 Recreation Director's Report:

The Recreation Director's Report for the month of February 2023 was submitted as presented by Deputy Mayor Allen.

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

MOTION CARRIED 6-0 (RR#23-02-08)

6.4 Properties and Planning Report:

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

It was duly moved by Councillor Laurel Palmer-Thompson and seconded by Councillor Barbara Wood

THAT the Properties and Planning Committee report be accepted as presented.

MOTION CARRIED 6-0 (RR#23-02-09)

6.4.1 Planning Permits Issued November 2022-January 2023

A report of the development permits issued for the months of November 22 to January 2023 was circulated to Council.

6.4.2 Housing Development Updates

No update.

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

6.5.1 Cash Flow Report January 2023

6.5.2 Disbursement Listing January 2023

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

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

Monthly Totals:

Town	\$248,781
Arena	\$31,234
Utility	\$76,592

It was duly moved by Councillor Eric Stewart and seconded by Councillor Nicole Bernard-Arsenault

THAT the Finance and Administration report be accepted as presented.

MOTION CARRIED 6-0 (RR#23-02-10)

6.6 Public Works/Streets and Lights Report

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

It was duly moved by Councillor Barbara Wood and seconded by Councillor Eric Stewart

THAT The report from the Public Works/ Streets and Lights Committee be accepted as presented.

MOTION CARRIED 6-0 (RR#23-02-11)

6.7 Water and Sewer Report

A report summary of Water and Sewer utilities activities for the month was circulated to members of Council.

It was duly moved by Councillor Ashley Steele and seconded by Councillor Eric Stewart THAT the Water and Sewer report for the month of February 2023 be accepted as presented.

MOTION CARRIED 6-0 (RR#23-02-12)

7. EXTERNAL REPORTS:

7.1 Borden Area Development Corporation (BADC) Report:

Councillor Barbara Wood gave a report on the activities of the BADC.

7.2 Destination Borden-Carleton: No report.

8. CORRESPONDENCE:

INFORMATION ITEMS:

8.1 Borden-Carleton Newsletter – January 2023

8.2 Department of Municipal Affairs – Environmental Protection Order – New Environmental Protection Order – moratorium on new developments in coastal or riparian zone properties.

8.3 MP Heath MacDonald – Letter to Mayor and Council -congratulation to Council on their recent elections

8.4 Workers Compensation Board (WCB) – Assessment Rates for 2023

ACTION ITEMS:

8.5 BADC – Request for Tax Rebate 2022/23 (and future years)

Councillor Barbara Wood and Councillor Laurel Palmer-Thompson declared a conflict of interest and did not participate in discussion on this agenda item.

It was duly moved by Councillor Eric Stewart and seconded by Councillor Nicole Bernard-Arsenault

THAT Council approve a tax rebate for Borden Area Development Corporation (BADC) for PID# 380220 in the amount of \$428.77 as long as the corporation owns this property. An application will not be required annually.

MOTION CARRIED 4-0 (RR#23-02-13)

8.6 Verbal Request for Street Lights – Noonan Shore Road

Two streetlights were requested by a resident on Noonan Shore Road.

It was duly moved by Councillor Eric Stewart and seconded by Councillor Larry Allen THAT the two streetlights requested in the area of Noonan Shore Road be approved for installation.

9. UNFINISHED BUSINESS:

9.1 Emergency Management Plan – Next Steps

CAO provided an update on the work in progress of the Emergency Management Plan.

9.2 Request to Province to Take Over Town Roads – No Update

9.3 Request for Speed Bumps – Dickie Road – No Update

10. NEW BUSINESS:

10.1 Department of Finance: Fabrication Yard

It was duly moved by Councillor Nicole Bernard-Arsenault and seconded by Councillor Eric Stewart

THAT Mayor Randy Ahearn or his designate will represent the Town of Borden-Carleton on the Department of Finance working group in respect to the development of the fabrication yard in the Town of Borden-Carleton.

MOTION CARRIED 6-0 (RR#23-02-14)

10.2 Naming of Laneway – New Development off of Carleton Street

It was duly moved by Councillor Barbara Wood and seconded by Councillor Larry Allen

THAT the laneway at 228 Carleton Street be named Harbourview Lane.

MOTION CARRIED 6-0 (RR#23-02-15)

10.3 Comprehensive Development Area Zone – Application Process

CAO gave an update.

10.4 Proposed Budget Meetings 2023

The Town of Borden-Carleton draft budget for 2023/24 will be discussed by Council on a meeting scheduled for March 21st, 2023. The final approval of the Town budget for 2023-24 and the setting of the tax rates for the 2023/24 will be on March 30th, 2023.

10.5 Procedural Bylaw #2023-01 – FIRST READING

Moved by Councillor Eric Stewart

Seconded by Councillor Nicole Bernard-Arsenault

WHEREAS Subsection 86(2)(e) of the Municipal Government Act R.S.P.E.I.1988. Cap. M-12.1., provides that a council must establish a procedural bylaw to regulate proceedings in accordance with the Act.;

AND WHEREAS it is deemed desirable to provide rules for:

- a) The calling of meetings of Council and its Committees;
- b) The procedures of Council;
- c) The calling of public meetings of Council;
- d) The behaviour of Council members and members of the public present at meetings of Council and its Committees; and
- e) The establishment of committees of Council.

BE IT RESOLVED THAT the Town of Borden-Carleton Procedural Bylaw (Bylaw #2023-01) be hereby read a first time.

RESOLUTION CARRIED 6-0 (RR#23-02-16)

10.6 Freedom of Information and Privacy Bylaw #2023-02 – FIRST READING

Moved by Councillor Larry Allen

Seconded by Councillor Nicole Bernard-Arsenault

WHEREAS Section 147 of the *Municipal Government Act*, R.S.P.E.I. 1988, cM-12.1 mandates a Town Council to enact a bylaw that regulates access to information collected within their jurisdiction;

AND WHEREAS Section 148 of the *Municipal Government Act*, R.S.P.E.I. 1988, c M-12.1 mandates a Town Council to enact a bylaw that protect personal information collected by the municipality;

BE IT RESOLVED THAT the Town of Borden-Carleton Access to Information and Protection of Personal Information (Bylaw #2023-02) be hereby read a first time.

RESOLUTION CARRIED 6-0 (RR#23-02-17)

11. IN-CAMERA

It was duly moved by Councillor Eric Stewart and seconded by Councillor Larry Allen to go into an in-camera to discuss 1 item under section 119(1)(e) of the *Municipal Government Act*

MOTION CARRIED 6-0 (RR#23-02-18)

Council went into in-camera at 9:43 p.m.

It was duly moved by Councillor Nicole Bernard-Arsenault and seconded by Councillor Eric Stewart

THAT the meeting be adjourned at 10:03 pm.

MOTION CARRIED 6-0 (RR#23-02-19)

Mayor, Randy Ahearn

CAO, Jim Wentzell