



## Monthly Council Meeting-Minutes

Wednesday, July 6<sup>th</sup>, 2023

7:00 pm

CDC Boardroom

**Present:**

**Mayor:** Matthew Bowness

**Councillors:**

Karen Ashley-Neill

Nichola Arsenault

Robert Green

Derrick Blacquiere

**Absent:**

**Councillor:**

Mitchell Arsenault

Barry Stewart

**CAO:** Kevin McKenna

**Guests:** Ron Rayner, Catherine Callbeck, Tom Sherry, Douglas Sobey and Don Quarles

- 1. Call to Order and Attendance** – Meeting was called to order at 7:02 PM. Mayor Matthew Bowness welcomed all Councillors and Guests in attendance.
- 2. Approval of Agenda:** Moved by Derrick Blacquiere, seconded by Karen Ashley Neill that Agenda be approved as presented. **Motion Carried.**
- 3. Tom Sherry Presentation on 150<sup>th</sup> Anniversary of PEI / Sea Cow Head Lighthouse Inc.:** Tom Sherry presented Council with information surrounding the 150<sup>th</sup> Anniversary of PEI Celebrations being held at Seacow Head Lighthouse in Fernwood during the period of Wednesday August 2<sup>nd</sup>, 2023, to Monday August 7<sup>th</sup>, 2023. Copies of the event festivities were distributed to all member in attendance. Tom also outlined the history surrounding the establishment of Seacow Head Lighthouse Inc board membership and the future plans of making this property a prominent tourist attraction for many potential visitors with the upcoming construction of their own information building complete with washrooms and central meeting area.

**4. Doug Sobey Presentation: Canadian Tamil Congress of Toronto – George Uglow Pope Monument Unveiling July 15<sup>th</sup>, 2023.**

Doug talked about the season opening of the Callbeck Centre Museum on Saturday July 8<sup>th</sup>, 2023, at 10:30 AM with the added clock exhibit being introduced to the many artifacts. All Council members were invited to attend if possible. Councillor Karen Ashley Neill indicated that she would attend the July 8<sup>th</sup>, museum opening.

Doug also spoke on the Canadian Tamil Congress of Toronto making a special visit to Bedeque to erect a monument in honor of George Uglow Pope on July 15<sup>th</sup>, 2023, in Lower Bedeque. Former Mayor Ron Rayner is to attend the festivities.

**5. Don Quarles Presentation: on Heart of PEI and Fox Den Craft (Tourism PEI Initiatives)**

Don Quarles, along with Wilfred Thompson from Thompson Woodwork spoke to Council concerning the many residents that have contributed to the various crafts that are being sold at the Fox Den located within the premises of the Historic North Bedeque School Hall established in 1896. Don Quarles also presented to Council Members what the Heart of PEI represents within our own communities that make up the Rural Municipality of Bedeque and Area. Don outlined that the Heart of PEI is a tourism initiative that promotes recreational activities through the promotion of established Walking, Hiking and ATV Trails throughout PEI. These Trails, which have been established for some time now, are being recognized and promoted by local communities through the establishment of signage being erected on existing community welcome signs. CAO Kevin is to collaborate with Don Quarles and determine potential locations to erect these signs and the costs involved.

**6. Determine Conflict of Interest:** No Conflict of Interest by any member present.

**7. Review and Approval of Minutes from Previous Meetings:** Minutes from the May 3<sup>rd</sup>, 2023, meeting was reviewed by Mayor Bowness. Moved by Karen Ashley Neill, seconded by Derrick Blacquiere that the Minutes of the May 3<sup>rd</sup>, 2023, meeting be approved as presented. **Motion Carried.**

**8. Business Arising from Previous Meetings:**

- A) Summer Student Job:** CAO, Kevin McKenna reported that Application was made to Province of PEI Jobs for Youth Program and One (1) position was approved for the Ballfield Project. Student will be responsible for Field Maintenance for all Ballfields under the BAMBA Program, and Grass Cutting of McKenna Field for summer months.
- B) Annual Expenditure Report:** CAO Kevin McKenna reported that the Annual Expenditure Report for Fiscal Year 2022-2023 was completed by our Auditors MRSB and submitted to Province before the May 15<sup>th</sup>, 2023, deadline. Reconciliation of CCBF to follow.
- C) Contingency Plan Savings Account:** Savings Plan for future projects was opened at the Consolidated Credit Union in May 2023 and \$ 20,000.00 was deposited from Operating Account to this Daily Interest Savings Account.

**D) Media Package to Residents:** CAO Kevin reported that May 2023 Newsletter was completed and distributed the week of May 22<sup>nd</sup>, 2023 to all residents and businesses within the Rural Municipality of Bedeque and Area. Response from residents with contact information for database was minimal to date.

## **9. New Business:**

### **A) CCBF – Community Improvement Program: McKenna Field Recreational Facilities**

**Project:** CAO Kevin reported that the CIP Application under the CCBF Program was reviewed by Province of PEI in June 2023 and approved in the amount of \$ 18,347.00. Additional CCBF allotted funds will be received during the 2023-2024 Fiscal Year in the amount of \$9,450.00 to bring the total available CCBF funds up to \$25,316.00 before March 31<sup>st</sup>, 2024. In reviewing the funds presently available of \$ 15,866.00 Council members felt that we should contribute \$ 15,000.00 to the Ballfield Account and review the balance in December 2023 after the final CCBF allotment is received. Moved by Derrick Blacquiere, seconded by Karen Ashley Neill that \$ 15,000.00 be transferred from CCBF Gas Tax Account to the Ballfield Account to assist in this project. **Motion Carried.**

**B) 2022-2023 Audited Financial Statements:** All Background Material required to complete the Audited Financial Statements was delivered by CAO Kevin to MRSB Chartered Professional Accountants on May 9<sup>th</sup>, 2023. Kevin is to follow-up with MRSB to ensure that Financial Statements are completed in a timelier fashion this year compared to previous years.

**C) Rural Growth Initiative Application McKenna Field:** CAO Kevin McKenna reported that our application has been submitted by the Province into the Executive Council for consideration and approval should be forthcoming within the next couple of weeks.

**D) Central Development Corporation AGM:** Councillor Derrick Blacquiere reported that he attended the Central Development Corporation Annual General Meeting on behalf of the Rural Municipality of Bedeque and Area. Derrick indicated a general overview of what was presented at this meeting and provided copies of their report to any Council Members interested in reviewing.

**E) Sommers Generators:** CAO Kevin indicated that he was approached by Sommers representative Harrison Trenholm to conduct a site visit and provide recommendations based on our municipal needs. Examples discussed were potential generator for Fire Pump Station beside the Rink and power for designated Emergency Shelter Centers. This will be discussed further at a future Council meeting under the our new Emergency Management Plan.

- F) New Website Platform: Options (Loop Vs Local Providers)** Kevin informed Council he has been looking at alternative Website Providers over the last several months as our present U.S. based Web-Site support is unsatisfactory. We have been approached by a Calgary based Web-Site developer by the name of LOOP to show us a presentation, however Mayor Bowness felt we should support a local contractor. Matthew suggested we approach Sea Breeze Consultants who would charge approximately \$ 1,700.00 to develop or build our new Web Page along with an annual Hosting fee of \$ 360.00. Matthew also indicated that there was Provincial funding available, upwards to \$ 1,200.00, to go towards the cost of Municipal Web-Page development. Kevin is to investigate this funding initiative and seek funding if available.
- G) Emergency Management Plan:** We have been approached by the Rural Municipality of Kinkora to implement a shared Emergency Management Plan. We will be entering into a Memorandum of Understanding (MOU) whereby we will be forming an EMP Committee to establish such initiatives as an Alternate Emergency Operations Centre in the event of a large scale emergency and determine alternate centers within our own community should Kinkora Place be unavailable to be used. It was suggested that Councillor Barry Stewart, Rob Green and Mayor Matthew Bowness offer to participate in this newly established Committee.
- H) Speeding Issues:** It has been brought to Council's attention that there is continued speeding within our community streets. Residents are concerned for their children's safety and wanted speed bumps installed within our community to slow down traffic. Council indicated that Department of Transportation were approached before for installation of speed bumps, but they will not install on main roads throughout our communities. They will however install speed bumps community sub-divisions. Council suggested that we send a letter to RCMP Traffic Enforcement to the attention of Constable Parsons and Constable Sanders indicating that we would like patrol and enforcement in our Municipality namely on Route 112 through the Village of Bedeque, Callbeck Street and Linkletter Avenue. Moved by Derrick Blacquiére, seconded by Rob Green that this letter be sent to RCMP Traffic Enforcement. **Motion Carried.**
- I) Bedeque Bridge Requires Attention:** The Bedeque Bridge between Central Bedeque and the Village of Bedeque on Callbeck Street is showing its age and requires immediate attention. Mayor Bowness suggested that we contact Stephen Yeo at the Department of Highways and Transportation to discuss immediate repairs to the main carrying beams and bridge supports as heavy vehicles run the risk of damaging the bridge beyond repair. We would also request that a new replacement bridge be constructed and designed the same width as the Searletown Bridge constructed on Route 10 a few years ago. The current bridge is too narrow for heavy farm equipment and doesn't have any additional side space for the safety of pedestrian walkers and cyclists. Moved by Karen Ashley Neill, seconded by Rob Green that we proceed with this action item as soon as possible. **Motion Carried.**

- J) Bedeque Park – Playground Equipment/Outdoor Rink Facility:** Mayor Bowness suggested that we look into the feasibility of constructing playground equipment and outdoor rink facilities similar to Kinkora Community Center playground area. Matthew indicated that Kinkora used ABC Recreation Athletic Sports Systems with the construction of the Outdoor Rink. The dimensions of the outdoor rink were 112 Feet Long X 67 Feet Wide. The Gravel Pad and Asphalt topping that form the base has dimensions being 120 Feet Long X 72 Feet Wide. Further discussions are required as to where we could potentially acquire adjacent land along Bedeque Park to establish such an attractive facility for the Municipality. Council Members were asked to think further with this initiative and perhaps form a sub-committee to review further and implement an action plan.
- K) Opening of New Exhibits at Bedeque Area Historical Museum:** As mentioned in Douglas Sobey's presentation the Bedeque Area Historical Museum is holding its grand opening for the 2023 season on Saturday July 8<sup>th</sup>, 2023, at 10:30 AM. Lieutenant Governor Antoinette Perry will be in attendance and Council was asked to have someone present to represent the Council at this event. Deputy Mayor Karen Ashley Neill volunteered to attend and say a few words on behalf of Council. Thank you Karen.
- L) George Uglow Pope Monument Unveiling July 15<sup>th</sup>, 2023:** As also mentioned in Douglas Sobey's presentation the Canadian Tamil Congress of Toronto are making a special visit to Bedeque to erect a monument in honor of George Uglow Pope on Saturday July 15<sup>th</sup>, 2023, at 10:30 AM in Lower Bedeque. A meal for approximately 150 delegates will be prepared at Credit Union Place in Summerside at 12:00 PM To 2:00 PM . Council was asked to have a representative attend this function. Former Mayor Ron Rayner is to attend the Monument Unveiling festivities only and add a few words. Thank you, Ron.
- M) ACOA Representative Visiting New McKenna Ballfield Facilities:** Federal Minister Jeanette Petitpas-Taylor, Minister responsible for Atlantic Canada Opportunities Agency, along with local MP Heath MacDonald will be making a visit to our new Ballpark Facilities on Monday July 10<sup>th</sup>, 2023, at 11:00 PM To 12:00 PM. All Council Members are invited to attend along with local MLA Jamie Fox and Kellie Mulligan representing the Province of PEI. This is following a formal announcement in Kinkora for all ACOA funded initiatives that are taking place within our surrounding areas.
- N) Resolutions/Rules/Guidelines:** Mayor Bowness requested files pertaining to all our existing Resolutions/Rules and Guidelines. If such files are in existence, he would like to have them distributed to all Councillors for their review. In particular we would like to determine if there are by-laws or guidelines in the MGA surrounding the number of Council Meetings that Councillors have to attend on an annual basis.

**O) Charitable Donation to Bedeque Area Historical Society:** A letter was received from the Bedeque Area Historical Society President Doug Sobey thanking Council for last years donation of \$ 200.00 towards the Blueberry and Ice Cream Social. In addition the Historical Society was requesting additional donations towards this years 2023 Blueberry and Ice Cream Social being held on Sunday August 13<sup>th</sup>, 2023. Moved by Derrick Blacquiere, seconded by Rob Green that a donation of \$200.00 be given towards this fund-raising initiative again this year. **Motion Carried.**

**10. Financials:**

CAO Kevin McKenna presented the Cumulative Income Statement spreadsheets to Council earlier in the week prior to the meeting for their review.

**Balances in Bank Accounts as of June 30<sup>th</sup>, 2023**

<b>Main Account:</b>	<b>\$ 62,484.30</b>
<b>Gas Tax Account</b>	<b>\$ 15,866.00</b>
<b>Contingency Savings</b>	<b>\$ 20,037.00</b>
<b>Ball-Field Account</b>	<b>\$ 95,144.72</b>

- 11. Correspondence:**
- A) Dog Issues - No By Laws to Enforce
  - B) Speed-Bumps – Covered Under New Business
  - C) Vacancy on FPEIM Board Prince County – No One Interested

**12. Open Floor:** No Further Topics Discussed

**13. Schedule Next Meeting Date:** September 7<sup>th</sup>, 2023 @ 7:00 PM

**14. Adjournment:** Moved by Karen Ashley-Neill that the meeting be adjourned at 9:40 PM

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Prepared By: CAO, Kevin P. McKenna

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Approved By: Mayor: Matthew Bowness