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Monthly Council Meeting-Minutes

Thursday, January 4th, 2024

7:00 pm

CDC Boardroom

**Present: Absent:**

**Mayor:** Matthew Bowness

**Councillors: Councillors:**

Karen Ashley-Neill (Deputy Mayor) Mitchell Arsenault

Nichola Arsenault

Derrick Blacquiere

Barry Stewart

Robert Green

**CAO:** Kevin McKenna

**Guests:** Jaclyn Waite – MRSB, Cody Dawson-The Nice Boys, and Catherine Callbeck

1. **Call to Order and Attendance –** Meeting was called to order at 7:00 PM. Mayor Matthew Bowness welcomed all Councillors and Guests in attendance.
2. **Approval of Agenda:**  Moved by Rob Green, seconded by Nichola Arsenault that Agenda be approved as presented. **Motion Carried**.
3. **Presentation By Jaclyn Waite - MRSB**: Jaclyn Waite was welcomed by Mayor Matthew Bowness and presented the 2022-2023 Fiscal Year Financial Statements to all Council Members. Jaclyn thanked CAO Kevin McKenna for his contribution towards having all information and background material readily available this past fiscal year. All previous questions submitted to MRSB surrounding the Financial Statements were addressed and fully disclosed in November 2023 when the Statements were produced. Moved by Barry Stewart, Seconded by Nichola Arsenault that the 2022-2023 Financial Statements be approved as presented. Motion Carried. The Statements were officially signed by both Mayor Matthew Bowness and Deputy Mayor Keren Ashley-Neil. Original documents were signed, sealed and presented to Jaclyn Waite for MRSB records.
4. **Presentation By Cody Dawson - “The Nice Boys”:** Mayor Matthew Bowness welcomed Cody Dawson and invited him to make a presentation to Council members on their Fund-Raising Initiatives. Cody outlined what The Nice Boys represents and how it was formed in 2022 to help support and assist Prince Edward Islanders and their local communities. Their main goal is to emphasize supporting sport and youth groups in Crapaud, Borden, Kinkora and Bedeque. The group recently formed a partnership with Community Foundation of PEI which allowed them to issue tax receipts for potential small to medium sized businesses that wish to contribute to their cause. Each member of The Nice Boys organization are to represent their brand and initiative while engaging with the community and schools to discover new ways to support their initiatives. Cody Dawson stressed that they would welcome our Board to support their initiatives by informing them of potential parties that they could contribute towards in the future and perhaps assist them in these initiatives.
5. **Determine Conflict of Interest:**  No Conflict of Interest by any member present.
6. **Review and Approval of Minutes from Previous Meetings:**  Minutes from the November 2nd, 2023, meeting were reviewed and presented by Mayor Bowness. Moved by Derrick Blacquiere, seconded by Robert Green that the Minutes of the November 2nd, 2023, meeting be approved as presented. **Motion Carried**.
7. **Business Arising from Previous Meetings:**
8. **Sommers Generators:** CAO Kevin reported that he obtained quotes from Cody Lidstone representing Lidstone Electrical for the 20KW Propane Generator purchase and also the installation costs for the Central Bedeque Baptist Church Warming Center. The quote for the Generator Project itself will be approximately $ 19,640.00 plus taxes. Lidstone Electrical also provided a quote for the Water Pump Generator Project of approximately $52,400.00 Plus Taxes, should we decide to proceed with that initiative. Kevin also mentioned that he received quotes for additional electrical work and Bathroom/Church renovations for the Warming Center which he will cover under New Business.
9. **New Website Platform: Options / Potential Funding:** CAO Kevin reported that we were successful in obtaining funding for 50 Percent of the total Website cost of $ 2200.00 under Rural Development / Rural Growth Incentive Program. We will potentially receive approximately $1100.00 in funding to go towards the total costs. Kevin also reported that he and Nichola Arsenault met with Alan Clark from Seabreeze Consulting Inc in Mid-December 2023 to outline our requirements for our new website. Multiple changes have been made to the site over the past several weeks and should be completed and ready for production by Mid-January 2024.
10. **Emergency Management Plan:** CAO Kevin reported that the Shared Emergency Management Plan (EMP) with the Rural Municipality of Kinkora, previously revised to reflect our Council Contacts under the Rural Municipality of Bedeque within that document, along with the added Memorandum of Understanding (MOU) to the document has been signed by both Municipalities. The covering page reflecting these signatures from both parties has been replaced on the original documents.
11. **Financials: New Business:**

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

**Balances in Bank Accounts as of December 31st, 2023**

**Main Account: $ 64,719.69**

**Gas Tax Account $ 10,835.25**

**Contingency Savings $ 20,189.00**

**Ball-Field Account $ 14,705.47**

1. **New Business:**
2. **Bedeque Park – Playground Equipment/Outdoor Multi-Use Sports Facility:** CAO Kevin informed Council that he had recently spoken with William Callbeck concerning the sell / transfer of approximately 4.25 acres of land, adjacent to the McKenna Baseball Field, to the Rural Municipality of Bedeque and Area. The landowner being William Callbeck has changed his intentions to sell as family members would like to retain the land in their names for the time being. Future considerations may occur however for now we will have to investigate alternative locations for a Playground Area and Multi-Sport Outdoor Playing Pad.
3. **Emergency Management Organization (EMO) Training:** Councillor, Barry Stewart had nothing to report on this Training. He suspects that training will resume over the upcoming winter months. Will report accordingly when details are available.
4. **Central Bedeque Baptist Church Warming Centre: Updates on Quotes and Funding:** CAO Kevin reported that additional Quotes for the electrical work inside the Reception Warming Centre, disabled washroom renovations and church ceiling repairs are either obtained or forthcoming. Once all the quotes have been obtained, they will be submitted to the Province of PEI under a new Rural Growth Initiative Program and Community Revitalization funding program. In addition, an application for funding through ACOA will be made under the Hurricane Fiona Program for the Climate Control Centre initiative. It is hoped that the province will contribute upwards to 85 Percent of the cost for the Warming Centre itself. It is also hoped that ACOA will assist towards the total Warming Centre and the Church Ceiling Repairs. Applications will be made Provincially and Federally to determine amount of funding available.
5. **New Website Platform: Update on Government Funding:**

This was already discussed under Business Arising from Previous Meeting. CAO Kevin has applied and obtained funding under Rural Development Program known as the Rural Growth Initiative Program. Website will be completed and available in January.

1. **Newsletter Distribution:** New Website / New Lighted Walking Track / EMP Contact Listing: Council discussed in detail that we should distribute another Newsletter to make everyone aware of our new website, lighted walking trail and the establishment of a new Warming Centre being available once all the construction has been completed. We would also stress to all residents in this newsletter that we are working on establishing a completely new contact list for all residents in case of an emergency. It was suggested that this Newsletter be completed as soon as the Website is up and running.
2. **Final Review and Approval of New By-Laws Previously Read and Distributed:** The By-Laws requiring our attention are as follows:

**By-Law 2023-01:** By-Law to Regulate Access to Information and Protection of Personal Information: Moved by Barry Stewart, seconded by Karen Ashley-Neill: **Motion Carried**

**By-Law 2023-02:** By-Law to Manage and Dispose of Records: Moved by Derrick Blacquiere, seconded by Robert Green: **Motion Carried**

**By-Law 2023-03:** By-Law to Provide for a Code of Conduct for Members of Council.

(**Repeal of Existing By-law# 2018-05 Code of Conduct Bylaw**) and all amendments: Moved by Robert Green, seconded by Karen Ashley-Neill: **Motion Carried**

**By-Law 2023-04:** By-Law to Regulate the Proceedings of Council. (**Repeal of Existing By-law# 2018-04 Procedural Conduct Bylaw**) and all amendments: Moved by Nichola Arsenault, seconded by Barry Stewart: **Motion Carried**

**By-Law 2023-05:** By-Law to Regulate the Municipal Emergency Management Plan: Moved by Derrick Blacquiere, seconded by Nichola Arsenault: **Motion Carried**

The second reading of all the above five (5) By-Laws were approved as presented and will be forwarded to the Province of PEI for Approval and Filing.

1. **Bedeque Area Recreational Centre: Sponsor Family Skate January 14th, 2024**: Council felt it beneficial to show our support towards our community by sponsoring a few Family Skates during the winter months at the Bedeque Area Recreational Centre. First skate scheduled for Sunday January 14th, 2024. Moved by Barry Stewart, seconded by
2. **2024 Schedule of Council Meetings:** CAO Kevin previously distributed a complete schedule of Council Meetings for the 2024 Calendar year. Moved by Nichola Arsenault, Seconded by Derrick Blacquiere that we accept the Council Meeting Schedule as presented: **Motion Carried**
3. **Christmas Tree Lighting \ Christmas Village:** Council Members had received various emails suggesting that we establish a Christmas Village for Christmas 2024 surrounding the Historic Lucy Maude Montgomery Schoolhouse property, that is in the heart of our community. We could perhaps organize several Christmas events surrounding the property and serve hot beverages and music inside the school. This would create some community spirit and good-will throughout our municipality. Food for Thought!
4. **Correspondence:** CAO Kevin McKenna had indicated that he had recently made application through the Province of PEI where replacement trees could be planted to replace trees destroyed within our community from Hurricane Fiona. Council was asked to come up with some suggestions as to what areas within the community we should concentrate on having these replacement trees planted should approval be successful.
5. **Open Floor:** No other business was presented at this time.
6. **Schedule Next Meeting Date:** March 7th, 2024 @ 7:00 PM
7. **Adjournment:** Moved by Derrick Blacquiere that the meeting be adjourned at 8:50 PM

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Prepared By: CAO, Kevin P. McKenna Approved By: Mayor: Matthew Bowness