



Monthly Council Meeting-Minutes
Thursday, January 2nd, 2025 @ 7:00 pm
CDC Boardroom, William Callbeck Centre

Present:

Mayor: Matthew Bowness

Absent:

Councillors:

Karen Ashley-Neill (Deputy Mayor)
Robert Green
Barry Stewart
Derrick Blacquiere
Nichola Arsenault
Andrew David

Councillors:

CAO: Kevin McKenna

Guests: Ron Rayner, Catherine Callbeck, Joan Gauvin

- 1. Call to Order and Attendance** – Meeting was called to order at 7:10 PM. Mayor Matthew Bowness welcomed newly elected Councillor Andrew David along with all Councillors and Guests in attendance.
- 2. Approval of Agenda:** Moved by Derrick Blacquiere, seconded by Nichola Arsenault that Agenda be approved as presented. **Motion Carried.**
- 3. Determine Conflict of Interest:** Under New Business, topics related to the Bedeque and Area Recreational Centre, if discussed (Agenda Items 7 C. + 8 A.), Mayor Bowness acknowledged that he would remove himself from any discussions or motions presented within the Council chambers. No other Conflict of Interest by any members present.

4. **Review and Approval of Minutes from Previous Meetings:** Minutes from our last Regular Council Meeting on Wednesday November 6th, 2024, were reviewed and presented by Mayor Bowness. Moved by Nichola Arsenault, seconded by Karen Ashley-Neill that the Minutes of the November 6th, 2024, meeting be approved as presented. **Motion Carried**.

5. **Business Arising from Previous Meeting:**

- A) **Memorandum of Understanding for Warming Center – RMBAA and Baptist Church:** CAO McKenna requested that further details be discussed under New Business.

- B) **Memorandum of Understanding for Water Pump Shed Generator – RMBAA and Kinkora Fire Department:** CAO Kevin McKenna reported that the final commissioning and testing for the Sommers Generator is not yet completed. Further details will be provided under New Business.

- C) **Crosswalk – CDC Request on Behalf of Heritage Museum:** CAO Kevin reported that he continues to establish a meeting with Stephen Yeo from Department of Highways to discuss this possibility. Council suggested, based on Catherine Callbeck's recommendation, that we have our MLA Matthew MacFarlane become involved with following-up Department of Highways and Transportation. CAO Kevin to action item as soon as possible and report back to Council accordingly.

6. **Financials:**

CAO Kevin McKenna presented the Cumulative Income Statement Spreadsheets as of December 31st, 2025, to Council for their review.

Balances in Bank Accounts as of December 31st, 2024

Main Account:	\$ 89,365.99
Gas Tax Account	\$ 834.50
Ball-Field Account	\$ 78,874.63
Contingency Savings	\$ 27,982.06
Emergency Management Plan Savings	\$ 1,298.67

Council reviewed the 2024-2025 Budget and compared figures with Cumulative Income Statements. Moved by Derrick Blacquiere, seconded by Barry Stewart that we accept the December 31st, 2024, Financial Statements as presented. **Motion Carried**

7. New Business:

A) Update on Second By-Election Ward 1 Village of Bedeque: December 16th, 2024:

CAO and assigned Municipal Electoral Officer (MEO) Kevin McKenna reported that the Second By-Election for Ward 1 Village of Bedeque, was re-scheduled for Monday December 16th, 2024. Public Notice was placed on our Web Page as well as our Facebook Page on Friday November 15th, 2024, for this second By-Election. Call for Initial Nominations was established from Tuesday November 26th to Friday November 29th, 2024.

No nominations were received during this period, so we made an additional request to Municipal Affairs to conduct an Extended Nomination period. This extended period for nominations was also established for the period Tuesday December 3rd to Friday December 6th, 2024. Once again, we made a second Public Notice on our Web Page as well our Facebook Page on Friday November 29th, 2024. During this extended nomination period Deputy Municipal Electoral Officer (DMEO) Ron Rayner and myself approached Andrew David from Ward 1 - Village of Bedeque. Andrew agreed to place his name as a candidate and signed the Nomination form Thursday December 5th, 2024. No other candidates came forward before the deadline of Friday December 6th, 2024, so Andrew David was the only Candidate on our Nomination List.

On Monday December 9th, 2024, a Special Council Meeting was held (Copy Attached) to discuss the By-Election process. As Andrew David is the only candidate, we are required to have our CAO send a letter to Municipal Affairs to accept the new Candidate and make a motion to appoint Andrew David by acclamation for two (2) year term up to December 6th, 2026. Moved by Karen Ashley-Neill, seconded by Nichola Arsenault to accept Andrew David by acclamation as our New Councillor Ward 1 Village of Bedeque and that that we proceed with action required by CAO as stated above. All Councillors voted Yes. **Motion Carried.**

B) Annual Donation to McKenna Field – Maintenance Allocation: Council discussed our annual donation in past years towards McKenna Field maintenance expenses such as grass cutting and maintaining the walking trail. Moved by Barry Stewart, seconded by Derrick Blacquiére that we donate \$ 1500.00 to the Joint Ballfield Account as our annual donation. **Motion Carried.**

C) Annual Donation to Bedeque and Area Recreational Centre: CAO Kevin, excluding Mayor Matthew Bowness presence, presented Council with our budgeted annual donation amount of \$ 600.00 towards the Bedeque Area Recreational Centre. These funds are given each year to go towards maintenance costs such as the upkeep and maintenance repair of the Zamboni equipment. Moved by Karen Ashley-Neill, seconded by Barry Stewart that our Annual Donation of \$ 600.00 be distributed as budgeted. **Motion Carried.**

D) Annual Donation towards Bedeque and Area Historical Museum: Mayor Bowness presented Council with an additional budgeted item under Donations being our annual donation amount of \$ 600.00 to the Bedeque and Area Historical Museum. These funds are used to assist the Historical Museum in various functions such as the Blueberry Festival and other maintenance costs. Moved by Barry Stewart, seconded by Nichola Arsenault that our Annual Donation of \$ 600.00 be distributed as budgeted. **Motion Carried.**

E) Update on CCBF (Gas Tax Fund) and CIP Application for Bedeque Recreational Centre: CAO Kevin reported that we still have not received the 2024-25 Fiscal CCBF (Gas Tax Funding) allotment amount of \$ 9, 286.00 from the Province of PEI. These allotments over the next Five (5) Fiscal years up to Fiscal 2028-29 will total \$ 48,479.00. This with our balance carried forward of approximately \$ 830.00 presently in our CCBF Account will leave us with a total available project funding of \$ 49,309.41 in the Official Plan over the next five years. A CCBF Reconciliation Form was completed and signed on November 12th, 2024, and submitted to Infrastructure Secretariat Curtis Lumsden outlining that we agreed on the above amounts. In addition, a CCBF Transfer Request Form dated November 13th, 2024, was submitted to move these uncommitted allotments, once distributed, into the Official Plan. No confirmation has been received to date from the Province of PEI on these transfers.

Kevin also informed Council that it is still our intentions to apply for the Capital Investment Program (CIP) under the CCBF Funding for the Bedeque Area Recreational Center Project once these allotments are established and moved into the Official Plan. We missed the September 15th, 2024, deadline date for the CIP so we will have to apply, hopefully this coming Spring, with the deadline being April 15th, 2025. Kevin to follow-up Infrastructure Secretariat further to confirm and report back to Council.

F) Memorandum of Understanding- Bedeque Baptist Church:

CAO Kevin indicated that he continues to follow-up with the Bedeque Baptist Church with the details surrounding the Memorandum of Understanding signed by both parties on October 15th, 2024. Signed copies of the MOE were given to the Baptist Church in November 2024. The Baptist Church has since provided the Municipality of Bedeque and Area with keys to access the Reception Center Warming Room if required during a major storm. The keys will be stored at our Municipal Office, CDC location.

The focus now is to update and finalize the Reception Centre Plan for the Warming Centre. The most pressing details are to establish the list of names from both parties that will assist in opening and supervising the Warming Centre during operation. In addition, we will need to get signage for the outside Eisel Board indicating the Warming Centre hours of operation. Kevin to obtain signage from Dalmac Signs.

G) Update on Bedeque Water Pump Generator Project:

CAO Kevin advised that arrangements had been made with Kyle Glover from Glover Group Inc to complete the work required to place membrane and crushed asphalt millings over the full propane tank area at the Water Pump Shed location in Mid-December. The crushed asphalt millings were supplied by Waugh's Construction. The cost to have Glover's complete their work was \$ 840.65. We have yet to receive the bill from Waugh's Construction for the asphalt.

With respects to the commissioning of 60KW Generator for the Water Pump Shed Project Council members along with CAO McKenna expressed their concern and disappointment that this work remains incomplete. There are concerns with the warranty validation should the decommissioning of the generator not be completed soon. CAO McKenna is to follow up the generator supplier being Sommers Generator to see if they could assist it forcing Lidstone Electric to complete their obligation and arrange for Maritime Electric to kick start the completion of this project.

H) Property Taxed Waiver: Designate Bedeque Park / McKenna Field as Green Space

CAO Kevin informed Council that he had made an application for re-assessment to the Province of PEI Department of Finance Taxation and Property Records back in July - August 2024 to perhaps waive or reduce the property taxes charged for Bedeque Park and McKenna Field as this property is for non-commercial use and was designated as green space by Council back in June 2020. We should not be paying taxes for designated green space. After considerable correspondence back and forth Scott Wilson, Supervisor of Commercial Assessment stated in his last email on December 30th, 2024, that if we can provide his department with our Councils motion to designate the Bedeque Park location as a park for green space then they will arrange to waive the Property Taxes going forward.

All Council Members present at that June 2020 meeting assured everyone that the park was to be designated as green space at that time. In researching the RMBAA June 2020 Meeting Minutes, there is no record in those minutes indicating that a motion was made so we are now required to make another motion at our present meeting to designate the property as a park and green space. Moved by Barry Stewart, seconded by Derrick Blacquiere that we designate Property ID Number 644609-000 known as Bedeque Park / McKenna Baseball Field as a non-commercial property and fully designate the property to be used for park – green space only property. **Motion Carried.**

I) PEI Bag Company Walking Trail Project – Approval by Council

CAO Kevin McKenna distributed material, including a Memorandum of Understanding, on a proposed Walking Trail Project that RMBAA and Thane Smallwood from PEI Bag Company are looking into for potential funding.

Basically, the Province of PEI has re-established funding under the Active Transportation Fund (ATF) for Non-Profit Organizations up to \$ 75,000.00 at 100 Percent Funding. Any costs over the \$ 75,000.00 then the commercial business or organization involved would invest into the project and be granted 50 cents on the dollar.

If the application was placed through the Rural Municipality of Bedeque and Area (RMBAA), that would be a significant savings towards this proposed project. If RMBAA were to apply for the funding then a stipulation, as outlined in the signed Memorandum of Understanding, would be required to obtain an easement on the land that is owned by the PEI Bag Company making up the trail portion.

CAO Kevin has obtained quotes from Duffy Construction and Jurkowski Enterprises on the proposed .496 KM Walking Trail that surrounds the Bag Company property. Council Members suggested that another quote be obtained from Waugh's Construction before application is made to the Province of PEI. Moved by Derrick Blacquiere, seconded by Barry Stewart that we proceed with the application and potential funding. Our potential contribution will be discussed after the application process is approved. **Motion Carried.**

J) Reserve Funds Transfers - Contingency Savings and EMP Savings:

Council discussed that funds should be moved from the main operating account to the budgeted Reserved Savings Accounts that were setup for the Contingency Savings as well as the Emergency Management Plan Savings accounts.

Moved by Derrick Blacquiere, seconded by Andrew David that the balance of \$ 690.00, budgeted for the Emergency Management Plan Savings Account, be transferred from the main operating account to our EMP Savings Account. **Motion Carried**

Moved by Nichola Arsenault, seconded by Andrew David that the balance of \$ 7,500.00, Budgeted for the Contingency Savings Account, be transferred from the main operating account to our Contingency Savings Account. **Motion Carried.**

8. Correspondence:

A) Email from Bedeque Area Recreational Centre – Sponsor Family Skates:

CAO Kevin, excluding Mayor Matthew Bowness presence, advised Council that an email was received to seek sponsorship approval on Sunday Family Skates at the Bedeque Area Recreational Centre. The cost for a One (1) Hour ice rental would be \$ 155.00. Moved by Nichola Arsenault, seconded by Karen Ashley-Neill that we sponsor the Islander Day Family Skate on Sunday February 16th, 2025. **Motion Carried.**

9. Open Floor:

A) Stipends For Councillors:

Ron Rayner felt that Councillors and Mayor participating on Council should be compensated or awarded for their involvement or commitment on Council. Ron suggested that we could provide some type of stipend or gift card. The stipend could be based on the number of meetings attended per year or involvement in projects. Council suggested that we investigate surrounding municipalities to see what their practices are when it comes to compensating or awarding Council members. Mayor Bowness is to reach out to Kensington and Councillor Derrick Blacquiere is to contact Borden. To be brought up at next Council Meeting for further discussion.

B) Topics Not Covered Tonight for Next Council Meeting:

1) Update on Rural Municipality of Bedeque Wall of Fame:

Suggested at last Council meeting in November 2024 by former Mayor Ron Rayner that we recognize former Mayors and Present Mayor with their pictures and periods served. Suggested that their individual pictures be placed on the walls outside the CDC Boardroom areas on the main wall facing Baba's Restaurant. CAO Kevin is working on this and has obtained quotes and options to be presented.

2) Re-establishing Citizen of the Year Awards:

Former recipients recognized were Kevin McKenna, Gardiner McDougall, and the Linkletter Sisters. Council members are asked to ponder on this topic and make their recommendation for Citizen of the Year at our next Council meeting.

3) Bedeque Days – Re-Established:

Look into Feasibility of potential Bedeque Days over 2-3 days / Staggered periods over Summer. Potential joint project with Historical Museum.

10) Schedule Next Meeting Date: March 6th, 2025 @ 7:00 PM

11) Adjournment: Moved by Karen Ashley-Neill that the meeting be adjourned at 8:50 PM

Prepared By: CAO, Kevin P. McKenna

Approved By: Mayor: Matthew Bowness