



Monthly Council Meeting-Minutes
Thursday, September 4th, 2025 @ 7:00 pm
CDC Boardroom, William Callbeck Centre

Present:

Mayor: Matthew Bowness

Councillors:

Barry Stewart
Nichola Arsenault
Karen Ashley-Neill
Derrick Blacquiére
Andrew David
Robert Green

CAO: Kevin McKenna

Absent:

Councillors:

Guests: Ron Rayner, Savanah Berniquez, Joan Gauvin, Brenda Green, Catherine Callbeck

1. **Call to Order and Attendance** – Meeting was called to order at 7:03 PM. Mayor Matthew Bowness welcomed all Councillors and Guests in attendance.
2. **Approval of Agenda:** Moved by Andrew David, seconded by Nichola Arsenault that Agenda be approved as presented. **Motion Carried.**
3. **Determine Conflict of Interest:** No Conflict of Interest by any members present.
4. **Review and Approval of Minutes from Previous Meetings:** Minutes from our last Regular Council Meeting on Thursday July 10th, 2025, were reviewed and presented by Mayor Bowness. Moved by Nichola Arsenault, seconded by Karen Ashley-Neill that the Minutes from July 10th, 2025, meeting be approved as presented. **Motion Carried.**

5. Business Arising from Previous Meeting:

Mayor Matthew Bowness indicated that most of the business from previous meetings minutes, that required further explanation, would be discussed under New Business except for the following items requiring an update.

A) Property Tax Waiver: Designate Bedeque Park / McKenna Field as Park Green Space

CAO Kevin informed Council that the Province of PEI, Finance and Property Records had distributed their second Property Tax Statement of Account in August 2025 and our amount owing for 2025 is still NIL, however their Statement still indicated a credit adjustment in the amount of \$ 453.28 owing to us from last year. Kevin followed up for this amount to be reimbursed however found out that we had to make yet another application to request funds. Kevin to complete application and submit to the province.

6. Financials:

A) Update and Review of Accounts:

Cumulative Income Statement spreadsheets for the past three (3) Months ending August 31st, 2025, were presented to Council for review.

Balances in Bank Accounts as of August 31st, 2025

Main Account:	\$ 132,962.33
Gas Tax Account	\$ 10,120.50
Ball-Field Account	\$ 54,583.89
Contingency Savings	\$ 35,634.91
Emergency Management Plan Savings	\$ 1,997.15

Council reviewed and agreed with the 2025-2026 Cumulative Income Statements as presented. Moved by Barry Stewart, seconded by Derrick Blacquiere that we accept the August 31st, 2025, Financials as presented. **Motion Carried**

B) Transfer of Funds to Contingency Savings and EMP Funds:

Mayor Matthew Bowness indicated that we had budgeted amounts of \$ 14,500.00 for Contingency Savings Account and \$ 1,000.00 for Emergency Management Plan (EMP) Savings Account for 2025-26 Fiscal Year. Council usually contributed 50 Percent of these budgeted amounts to each savings account bi-annually.

Moved by Karen Ashley Neill, seconded by Nichola Arsenault that we Transfer \$7,250.00 to Contingency Savings Account. **Motion Carried**

Moved by Barry Stewart, seconded by Derrick Blacquiere that we Transfer \$ 500.00 to the Emergency Management Plan (EMP) Savings Account. **Motion Carried**

7. New Business:

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

CAO Kevin reported that all Three (3) framed portraits were picked up from Boily Photography in August and displayed in Council Chambers prior to tonight's meeting. In addition, our Municipal Flag was purchased from Flag Emporium in Dartmouth. All framed portraits, and municipal flag will be placed on the hallway wall outside Council Chambers within the next couple of days.

B) Update on Department of Highways Issues: Land Transfer, Crosswalks, Traffic Control **Land Transfer:**

CAO Kevin reported that his main contact Stephen Yeo at Department of Highways, has been absent from his supervisor position all summer due to health issues and will be absent until September 22nd, 2025. Kevin has since followed up with his replacement Darrell Evans and reported the following:

Proposed Land Transfer: Our land transfer request has been submitted to Department of Highways Properties section handling all land transfers; however, it will take time to obtain an answer as they are swamped with multiple land transfer requests. We will continue to follow-up for updates.

Crosswalks: Kevin confirmed that the landing pad for the remaining crosswalk being installed at main intersection at William Callbeck Centre over to the Lower Bedeque Schoolhouse property will be completed by Duffy Construction the week of September 8th, 2025. Darrell Evans has assured us that the actual crosswalk will be installed shortly after the landing pad is constructed.

Traffic Control: Darrell Evans reported that their traffic control study was completed during the months of July and/or August 2025 when the tourist traffic was at its peak. Details will be provided shortly by their department and distributed for our review.

C) Reception Centre Plan: Bedeque Baptist Church Update

CAO Kevin reported that Reception Centre Plan has been finalized, and all signed copies have been distributed to our local Kinkora Fire Department and Prince County RCMP representatives. Final details such as new First Aid Kits and LED Flashlights need to be supplied to Baptist Church Warming Centre. Suggested to Kevin that we follow-up Island First Aid for inspection and purchase of First Aid Kits. Costs around \$ 400.00

D) Water-Pump Shed/Generator Update: Commission /Memorandum of Understanding

CAO Kevin reported that Commissioning of Generator at the Central Bedeque Water-Pump Shed was completed on Friday August 8th, 2025. Before we can schedule our annual maintenance date installation of a propane pressure valve is required on the propane lines for monitoring propane pressure being fed to the generator. In addition, the commissioning at the Bedeque Baptist Church resulted in Sommers Generators requiring a completely new electrical cord replacement be installed from the 20KM Generator to the Transfer Switch. The original cord installed by Lidstone Electrical was not working as a heavier cable is required to establish the correct amperage and power to the transfer switch. Platts Electric to complete both jobs within the next couple of weeks in order that annual maintenance can then be arranged.

Memorandum of Understanding:

CAO Kevin reported that the Memorandum of Understanding has been signed between the Kinkora Fire Department and Rural Municipality of Bedeque and Area. As part of the agreement, we have arranged increased insurance coverage on the Water-Pump Shed and Generator to \$ 100, 000.00 and filled the propane tanks. Kinkora Fire Department in return are to maintain the Water-Pump Shed and Generator with annual maintenance and repair costs. The Fire Department are to insulate the Water-Pump Shed and install the AED Defibrillator inside the building this Fall. They have also agreed to install a waterproof wall or curtain between the water well pump and the electrical panels as recommended by Sommers Generators. The shed will also be secured and locked with a combination padlock.

E) Community Welcoming Signs for Village of Bedeque and Central Bedeque:

CAO Kevin reported that he received dimensions of previous signs from Deputy Mayor Karen Ashley-Neill and measured our neighbouring Middleton signs for comparison. Their signs are approximately 4 Feet High X 8 Feet Long and supported by two 6 Foot tubular steel attached to the provincial signs. Council felt that we should go with our Rural Municipality of Bedeque and Area banner for all four replacement signs and manufactured with Alu-Panel. Kevin to obtain quotes for Council approval.

F) Bedeque Historical Museum: Balance of Funds Owed for Summer Events:

CAO Kevin reported that a cheque for \$ 2,500.00, representing 50 Percent of our original commitment towards Bedeque Historical Museum Summer Events, was issued and delivered to Douglas Sobey in July. It was agreed that balance of funds would be issued following proof of expenditures indicating Summer Events completed such as the Annual Benefit Dinner at the United Church and Blueberry Social. Council members confirmed both events occurred and were very successful. Moved by Barry Stewart, seconded by Andrew David that balance of funds in the amount of \$ 2,500.00 be issued to Bedeque Historical Museum. Motion Carried.

G) Unsightly Properties Update: MLA Matthew MacFarlane Follow-Up:

MLA Matthew MacFarlane has been working with Jon MacDonald and Annie MacConnell, PEI Department of Housing, Land and Communities in compiling a list of unsightly properties in rural communities that must be addressed. We have provided our main concern being located on 80 Victoria Road, Village of Bedeque.

H) Quality Tourism Services – Status of Follow-up with Province of PEI:

CAO Kevin read the letter he prepared and sent to Minister Zack Bell, Minister of Tourism, Fisheries, Sports and Culture concerning the provinces closure of Quality Tourism Services at William Callbeck Centre. The intent of the letter was to address our concerns as a Municipality with this closure and the impacts it will have on our rural community. Our objective is to now setup a meeting with Minister Zack Bell and perhaps Premier Rob Lantz, with concerned parties being Central Development Corporation, Bedeque Historical Society, Rural Municipality of Bedeque, to discuss potential solutions. Catherine Callbeck is to setup meeting. We are to follow up with CDC Gordon Coffin and work together in organizing such a meeting.

8) **Correspondence:**

A) PEI Bag Company Walking Trail Project Update:

CAO Kevin McKenna reported that he received a letter dated August 20th, 2025, from Environment, Energy and Climate Action indicating that our Active Transportation Funding Application for the PEI Bag Company Walking Trail was not granted approval for funding this year. Called Francois Caron and he stated our application was well received, however there have been significant increases in applications this year and funding was reduced from 5.0 million down to 2.0 available for 2025. They strongly recommend that we re-apply for funding in December 2025 for next years ATF Funding.

9) **Open Floor:**

A) Sound System Required - AMP + Wireless Microphones: Former Mayor Ron Rayner indicated that we need a sound system for our Council meetings as many in attendance have difficulty hearing our council proceedings. Kevin is to check with CDC and follow up what can be done to address this issue for future meetings.

B) Dogs on Loose: Councillor Rob Green indicated that there are two (2) Boxer Dogs, who's owner lives on Bedeque Rink Road, that are on the loose and are very intimidating to residents in the area. It was suggested that we contact the Humane Society or Animal Welfare Division to see what can be done to control these animals.

10) **Schedule Next Meeting Date:** November 6th, 2025

11) **Adjournment:** Moved by Karen that the meeting be adjourned at 8:37 PM



Kevin P. McKenna

Prepared By: CAO, Kevin P. McKenna



Matthew Bowness

Approved By: Mayor: Matthew Bowness