



Monthly Council Meeting-Minutes  
Thursday, November 6<sup>th</sup>, 2025 @ 7:00 pm  
CDC Boardroom, William Callbeck Centre

Present:

**Mayor:** Matthew Bowness

Absent:

**Councillors:**

Barry Stewart  
Karen Ashley-Neill  
Derrick Blacquiere  
Andrew David

**Councillors:**

Nichola Arsenault  
Robert Green

**CAO:** Kevin McKenna

**Guests:** Ron Rayner, Savanah Berniquez

- 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 Derrick Blacquiere, seconded by Andrew David 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 September 4<sup>th</sup>, 2025, were reviewed and presented by Mayor Bowness. Moved by Karen Ashley-Neill, seconded by Barry Stewart that the Minutes from the September 4<sup>th</sup>, 2025, meeting be approved as presented. **Motion Carried.**

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

Mayor Matthew Bowness indicated that most of the business arising from previous meetings minutes, that required further explanation, would be discussed under New Business.

**6. Financials:**

**A) Update and Review of Accounts:**

Cumulative Income Statement spreadsheets for the past three (3) Months ending October 31<sup>st</sup>, 2025, were presented to Council for review.

**Balances in Bank Accounts as of October 31<sup>st</sup>, 2025**

|  |                      |
|--|----------------------|
| <b>Main Account:</b>                     | <b>\$ 129,016.19</b> |
| <b>Gas Tax Account</b>                   | <b>\$ 14,922.75</b>  |
| <b>Ball-Field Account</b>                | <b>\$ 55,366.09</b>  |
| <b>Contingency Savings</b>               | <b>\$ 42,930.37</b>  |
| <b>Emergency Management Plan Savings</b> | <b>\$ 2,499.73</b>   |

Council reviewed and agreed with the 2025-2026 Cumulative Income Statements as presented. Moved by Andrew David, seconded by Derrick Blacquiere that we accept the October 31<sup>st</sup>, 2025, Financials as presented. Motion Carried

**7. New Business:**

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

**Proposed Land Transfer:** Our land transfer request allowing us to build our future Playground and Multi-Sports Pad is still awaiting a decision from Department of Highways Properties section. We have been advised once again that it will take time to obtain an answer due to their department dealing with multiple land transfer requests. We will continue to follow-up for updates.

Mayor Matthew Bowness indicated that we have approximately \$ 15,000.00 in CCBF Gas Tax Funding Account along with \$ 43,000.00 in our Contingency Savings to go towards our proposed Playground and Multi-Sports Pad Projects. Our present total contribution towards this Two (2) Phase project would be approximately \$ 58,000.00 over the next couple of years. CAO Kevin has received estimated projected cost of \$150,000.00 towards the Phase 1 Playground project and approximately \$ 170,000.00 be allowed for potential Phase 2, Multi-Sports Pad. In speaking with Kellie Mulligan, we could apply upwards to \$ 330,000.00 in potential Rural Growth Initiative (RGI) Provincial Funding. We would have to contribute 25 Percent towards the total project costs. Moved by Derrick Blacquiere, seconded by Karen Ashley-Neill that we submit RGI Application to the Province for both Phases of the project. Motion Carried.

**Crosswalks:** Kevin confirmed that the second crosswalk has been fully installed by Department of Highways on Callbeck Streets' main intersection located between William Callbeck Centre and the Lower Bedeque Schoolhouse property. The landing pad, constructed by Duffy Construction, appears to be too high from street level for most people to congregate before crossing and will be addressed accordingly.

**Traffic Control:** Speed Study Results were received from Darrell Evans, Department of Transportation on September 18<sup>th</sup>, 2025. This Speed Study was conducted on Linkletter Avenue between June 5<sup>th</sup> and June 6<sup>th</sup>, 2025, and recorded 2981 speed readings. Full details of this Speed Study will be placed on our Web Page under the Events Tab at <http://bedequeandarea.ca> for public viewing. In all cases, the values that were recorded are within the acceptable guidelines as set forth by the Transportation Association of Canada (TAC); therefore, the department would not recommend any further action be taken at this location.

**B) Reception Centre Plan Update: Maintenance Schedule, First Aid Kits, LED Flashlights**

CAO Kevin reported that he has arranged Annual Maintenance on the 20KW Generator located at Bedeque Baptist Church for Monday November 24<sup>th</sup>, 2025, by Sommers Generators. Bedeque Baptist Church are responsible for cost of annual maintenance.

Kevin reported he recently met with Lori Pearson from Island EMS and Kinkora Fire Department member to inspect and provide recommendations on the Baptist Church Warming Centre's on-site AED Defibrillator and First Aid Kits. It was recommended that we update our First Aid Kit and locate it under or beside the AED Defibrillator. In addition, we should obtain an additional spare battery for the AED, a few Flashlights, and Power Cords with USB ports for charging cell phones and electronic devices. Kevin to follow-up Island First Aid for new First Aid Kit ( Approximate Cost of \$ 400.00 ) and establish inspection schedules for AED and First Aid Kits.

**C) Water-Pump Shed Generator Update: Fire Dept Training, Annual Maintenance**

CAO Kevin reported that Kinkora Fire Department completed training on the new 60KW Generator at the Central Bedeque Water-Pump Shed location on Monday October 20<sup>th</sup>, 2025. Our electrician Brendan Platts was present and instructed Fire Department Members on testing generator and startup procedures. Arrangements were also made to have Fire Department members to manually startup generator each month.

Annual Maintenance on the 60KW Generator has been arranged with Sommers Generators and scheduled for Monday November 24<sup>th</sup>, 2025. Kinkora Fire Department are responsible for cost of annual maintenance.

**D) Community Welcoming Signs for RMBAA: Distribute Quotes for Approval**

CAO Kevin distributed quotes for Community Welcome signs and Warming Center signs from Dalmac Signs and Creative Carving & Design. Moved by Barry Stewart, seconded by Karen Ashley-Neill we order signs from Creative Design. Motion Carried.

**E) Quality Tourism Services – Follow-up with Province of PEI October 7<sup>th</sup>, 2025:**  
Councillor Barry Stewart reported that himself, Ron Rayner and CAO Kevin, along with MLA Matthew MacFarlane attended a meeting hosted by CDC on October 7<sup>th</sup>, 2025, with Minister Zack Bell, Minister of Tourism, Fisheries, Sports and Culture. The intent of the meeting was to show the Minister the potential office spaces for the Province of PEI to utilize for office rental following the provinces closure of Quality Tourism Services at William Callbeck Centre. Our role was to show support towards Central Development Corporation in their quest to have the province occupy these multiple office rental options. Sharon Ross and Gordon Coffin from CDC both met privately with Minister Zack Bell to come up with some options for occupancy. CDC Board of Directors Chairman Sharon Ross is to share these options with the RM of Bedeque in the coming months. Kevin will follow-up with CDC and report the results to Council accordingly.

**F) Code of Conduct By-Law:**  
Kevin reported that Municipal Affairs required that all municipalities have their Code of Conduct By-Law updated to reflect the most current by-law wording as of April 2023. Our Code of Conduct By-Law # 2023-03 was first read in November 2023 and approved in January 2024 so our By-Law is up to date.

**G) Sound System – Hirtles Sound Solutions:**  
CAO Kevin reported that he had arranged an on-site visit with Barry Hirtle, Hirtles Sound Solutions on September 24<sup>th</sup>, 2025, to provide us with a recommended sound system for the Central Development Corporation (CDC) Boardroom. Initial recommendations from Barry indicated we go with shared wireless microphones and wired ceiling speakers running back to amplifier above the ceiling tiles. Once the quote is received, we will share with Council and attempt to have the system cost shared with Central Development Corporation.

**8) Correspondence:**

**A) Cooke Insurance E-Mail – Municipal Risk Insight:**  
CAO Kevin McKenna previously distributed to Council an email received from Marcel Arsenault, Cooke Insurance titled “Municipal Risk Insight”. This article pertains to a Supreme Court ruling ordering Town of Truro and Municipality of Colchester to pay obligations tied to the Rath Eastlink Community Centre (RECC) in Truro, Nova Scotia. Kevin spoke to Marcel Arsenault on this ruling to determine if our Municipality, as a non-profit organization, could be held liable in a similar situation. Marcel indicated that this would only come into play if we owned a building and leased that building out to another party. We as a municipality do not own buildings that are leased to outside parties.

Mayor Bowness expressed concern with our liability surrounding the Warming Centre. Kevin to seek information from Cooke Insurance and legal council Stephen McKnight.

**B) Approval of 2026 Schedule of Council Meetings:**

Kevin distributed to all Council Members the following proposed Rural Municipality of Bedeque and Area 2026 Schedule of Council Meeting dates for their review and approval. Once this schedule is approved it will be placed on our Web Page accordingly.

|                               |  |
|-------------------------------|--|
| Regular Council Meeting:      | Thursday, January 8 <sup>th</sup> , 2026   |
| Regular Council Meeting:      | Thursday, March 5 <sup>th</sup> , 2026     |
| <b>BUDGET Public Meeting:</b> | Thursday, March 19 <sup>th</sup> , 2026    |
| Regular Council Meeting:      | Thursday, May 7 <sup>th</sup> , 2026       |
| Regular Council Meeting:      | Thursday, July 2 <sup>nd</sup> , 2026      |
| Regular Council Meeting:      | Thursday, September 3 <sup>rd</sup> , 2026 |
| Regular Council Meeting:      | Thursday, November 5 <sup>th</sup> , 2026  |

Moved by Barry Stewart, seconded by Karen Ashley-Neill that the proposed 2026 Schedule of Council Meetings be adopted as presented. **Motion Carried.**

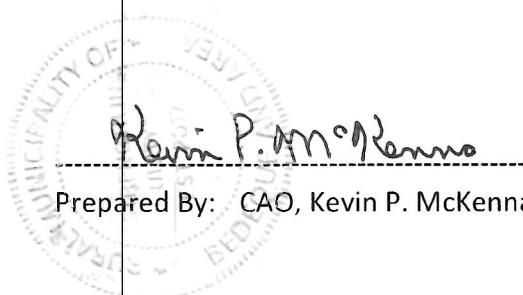
**9) Open Floor:**

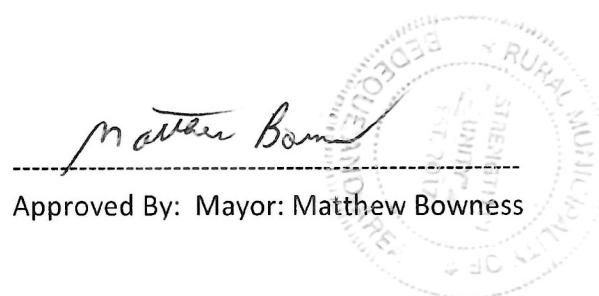
**A) Christmas Tree Purchase and Decorating:**

Councillor Derrick Blacquiere is to arrange for the purchase and assembling of our Christmas Tree display again this year and will erect tree in front of the Lucy Maud Montgomery - Lower Bedeque Schoolhouse at the Callbeck and Linkletter intersection. CAO Kevin invited all Council members to assist Derrick with the assembly and decorating scheduled for the first weekend in December. Mayor Bowness is to ask Kyle Glover if we could use his business office to establish a timer for the tree lights.

**10) Schedule Next Meeting Date: January 8<sup>th</sup>, 2026**

**11) Adjournment:** Moved by Karen Ashley-Neill that the meeting be adjourned at 7:55 PM

  
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*Kevin P. McKenna*  
Prepared By: CAO, Kevin P. McKenna

  
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*Matthew Bowness*  
Approved By: Mayor: Matthew Bowness