**Breadalbane Council Meeting Minutes**

**January 14, 2025**

**Councillors present:** Irene Novaczek, David Ross, Kent MacLennan, Lisa MacLennan, Bev Fowler, Rebecca MacLeod, Jessica Stewart.

**Visitors:** MLA Brad Trivers and Assistant

Mayor Irene Novaczek called the meeting to order at 7:00 PM.

No conflicts of interest identified.

**Minute keeper**: Delmer Mitchell, CAO

Bev added Cribbage night discussion to the agenda.

Mayor Novaczek talked about the ongoing phone issues and asked to discuss available options.

Mayor Novaczek went into details about the gas tax application and feedback received from Curtis Lumsdon from PE Gov. Mayor spoke about the grants and how this could be used to make the hall more accessible to residents with the addition of new out swinging exterior doors.

**7.2** Plans and available options for VoIP phone services

CAO to provide quotes in a couple weeks for service providers in the area, Kent provided the name of a provider VMEDIA that’s he is familiar with.

MLA Brad Trivers entered the meeting at 7:20 pm

Meeting minutes from November’s meeting to be amended to reflect that Lisa and community volunteers helped clean the basement and paint the floor in preparation for the Christmas Craft Fair that was held in November.

**Approval of Minutes of November 16, 2024:** Moved by Rebecca MacLeod, seconded by Lisa MacLennan. Motion carried.

**Approval of meeting agenda**: Agenda approved as amended moving 7.4 to 7.1, moved by Bev Fowler, seconded by Lisa MacLennan. Motion carried.

**7.4 Financial Update**

Bev Fowler provided the financial update discussing a spike in 3rd quarter revenue. The RM of Breadalbane received one-time earnings from the Donnley Foundation for meetings held at the hall for the housing project, an increase in vendors attending the Christmas Craft Fair and proceeds from the 50/50 draw.

Our unrestricted surplus at December 31, 2024 was $13,000.

Bev provided 3rd quarter financial statements, discussing the loss and break-even budget figures. Moving into the 4th quarter things looked good going into budgeting. A breakdown of the Donnelly Foundations one time income for the project meetings held at the hall and administrative tasks that were completed by the RM of Breadalbane for the project works was discussed.

A draft 2025 Operating Budget from the Financial Committee meeting held on Monday January 13th, 2025 was provided to review by all in attendance. Items highlighted as “Resolve” are to be addressed by future funding agreements and additional information. Bev doesn’t believe we will be ready to present a final budget in February 2025. Details of the August meeting with Municipal Affairs were discussed with MLA Brad Trivers.

Bev has written to Municipal Affairs on behalf of the RM of Breadalbane on what support would be provided in the upcoming fiscal year.

**7.1 Fundraising Committee**

Fundraising committee update was provided by Rebecca MacLeod. Details of the committee meeting schedule and amendments to the Fundraising Committee Terms of Reference were provided. A break down of proposed community events and activates for the community was also provided.

An addition to the 2025 event schedule “Art after Dark” was discussed. The benefits of positive spin off from the event were explained and how this could provide future hall rentals to other arts and culture groups.

Lisa went into detail about all the events listed in the Terms of Reference that was provided to council including the addition of a Teen Murder Mystery even in 2025 that would include light snacks and beverages for purchase by attendees. A request to consider the purchase a new Bingo cage and a BBQ for the hall to aid in hosing future events was brought forward.

A breakdown of Financial Projections for hosting a Cribbage night at the hall was provided by Bev. It stated that the encominc impact of the event could see approximately 4-6 tables of players per night max. Concerns were stated on how the cribbage night would be run and identified that the night should align with other game nights that are currently being run int the area. Bev asked the group is anyone would be interested in hosing a game night, Rebecca volunteered to help host the cribbage night at the hall. David and Rebecca will look into the possibility of a future cribbage night at the hall.

 **7.2Capital Projects**

Lisa Mcleanan gave an update on the emergency sign that still requires reinstallation after some paint work had been competed. Lisa will speak with the contractor for a time line on completion of the work.

Mayor Novaczek advised that the only pending grant is from the CCBF (Gas Tax funds). Mayor is also working on a housing grant application with Leading Impact. Funds from the grant, if approved, will go into looking at existing options for low-income housing in the community such as turning existing building into apartments. This would include hiring an engineer to assess selected properties, design floor plans for renovations and calculate costing figures. This information would then be used to apply for additional grant funding from the Green Municipal Grant program to possibility set up a non-profit housing corporation to manage any housing developments. The current grant application is being constructed by Mayor Novaczek. A copy of the application will be provided to Council and Housing Steering Committee in February.

**8.0 Business Arising:**

**8.1** Bev provided the group with a projection of rental rates for the current space and approximate measurements for the hall. The projections were based on renting the basement, annex, main hall and/or kitchen. Its was asked to council what areas would we like to be rented on an ongoing basis and what rate structure would be acceptable. The basement was the space most recently rented and is now currently available. Is renting out the basement + annex a deal breaker? Currently the RM of Breadalbane need the income from renting out underutilized space.

**8.2** Bev provided rental rates for a similar property in Kinkora. This is renting with heat for $10 per sq ft monthly? . If providing heat and light the rate could increase to $12-$14 per sq ft. Another property in Bedeque, Callbeck’s Center, is renting for $14 per sq ft. CAO was requested to produce ads for the space but first wanted to work on updating the rental agreement.

**8.3** The CAO brought to Council`s attention the possibility of finding a new service contractor to provide current facility services and other needed services to the community hall. Delmer is to work on a new agreement to go and tender a new Facility Maintenance agreement. Work will begin on this process right away and this agreement will provide some ideas and wording for service controls with the new contractor, if one is found, at the February’s council meeting.

**8.4** Rebecca asked to have the “Art after Dark” event added to the next meeting agenda for council`s consideration.

The next council meeting will be February 11th, 2025.

 Meeting adjourned at 9:15 PM.

Signature of Mayor:

Signature of CAO: