

# *Rural Municipality of Belfast*

## **COUNCIL MINUTES**

Wednesday, March 20, 2019 at 7:00 PM

In Attendance:      Acting Mayor Garth Gillis  
                            Councillor Virginia Cooke  
                            Councillor William (Billy) Gamble  
                            Councillor Andrew (Andy) Henry  
                            Councillor Audrey Shillabeer  
                            Councillor Joanne Vessey  
Administration:      CAO Bob Brooks

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### **Item      Order of Business**

1.      **Call to Order** – Acting Mayor Garth Gillis called the meeting to order at 7:00 PM.
2.      **Declarations of Conflict of Interest** (Declarations re: Community Grants were announced at this time) – Councillors Henry, Shillabeer, and Vessey declared their Conflicts of Interest in the Belfast Area Watershed Group, Belfast Historical Society, and (Belfast Rural Fire Department and Pinette Raceway) respectively at this time.
3.      **Approval of Agenda** – Council was asked if there was any Other or New Business for the Agenda – there was none.

**Moved** by Councillor Gamble and **Seconded** by Councillor Vessey to accept the Agenda as presented.

**Carried** Unanimously.

4.      **Adoption of February 20, 2019 Council Meeting Minutes** (attached) – it was noted that members of Council were provided the draft February 20, 2019 Council Minutes earlier, and that all suggested changes were now incorporated.

**Moved** by Councillor Shillabeer and **Seconded** by Councillor Cooke to adopt the February 20, 2019 Minutes as presented.

**Carried** Unanimously.

5.      **Business arising from the Minutes** –
  - a.      **Signed Resignation Letter** – the CAO noted that the official signed resignation letter has been received from Mayor Walsh; which results in the Municipality requiring a By-election by mid August 2019.
  - b.      **Email procedures** – Councillor Cooke noted the use of ‘reply all’ and asked Council opinion about being more selective when considering responding to Council emails. Council agreed that ‘reply all’ was appropriate if and only if there was something that needed to be shared (like suggested amendments). The CAO did confirm that he was looking for a response when he sends out emails, even if it to just agree (which does not require a ‘reply all’).

6. **Public input regarding the Rural Municipality of Belfast Budget and Financial Plan** (five minutes each): Only one presenter...
  - a. **Lynn Docherty (Belfast Days)** – spoke about her proposal for funding and provided some additional detail (with costing) of the event. She noted that the event could cost as much as \$20,000 and is hoping to receive as much as possible for the event. Ms. Docherty also acknowledged that she would be looking for additional funders, volunteers and supporters for the event, such as the Belfast Lions Club, who had a previous history with the event. It was confirmed by the Belfast Lions Club that they had been approached and that they would be discussing their involvement and/or support/endorsement of the event. There was also lots of clarification provided to Council questions.
  
7. **Public Presentations (other)** (five minutes each): Only one presenter...
  - a. **Elaine Mackenzie (Permit Issue)** – noted that she and her husband Malcolm have a cottage on Bessie Willow Lane in Pt. Prim. Their lot is one of three lots on the Bessie Willow Lane. The other two lots are owned by Parry Aftab. In 2013, Ms. Aftab moved a cottage onto one lot for which she had a permit. Since then, there have been several additions (estimate 5) to that cottage. No permits are listed on the government website for the additions. They did not pursue the "no permit" issue at that time.

However, last summer, a new building was built on Parry's second lot. The approved government issued permit was for a 2 story, 3-bedroom cottage, 36x48, 1700 sq. feet. In July 2018, the basement measured 40x60. The MacKenzies then contacted the Department of Community and Cultural Affairs to make them aware of the permit non-compliance. Throughout the summer, Ms. Aftab continued to build and ignored government's rules and regulations, including a stop-work-order. The building is now 40x60, full basement and three stories above the basement. Its height is approximately 60 ft.

The MacKenzies are very concerned about the precedent being set at 166 Bessie Willow Lane with respect to future development in the community, and wanted to give Council a heads up, as this issue may land in Council's lap as a result of the new *Municipal Government Act*, and its transition of responsibilities to Municipalities.

The MacKenzies have been meeting with officials from Municipal Affairs about the issue; however, there has been no known progress to date on the issue.

Upon completion of Ms. MacKenzie's presentation, CAO Bob Brooks confirmed that he has had the opportunity to speak with the Municipal Affairs Provincial Planning Branch about the issue, and was given the name of Mr. Dale McKeigan (Manager, Provincial Planning). Apparently, they are very well aware of the issue and had assigned Manager McKeigan to work on the issue, and that there has been considerable discussion in that regard. The CAO has left a message for Mr. McKeigan to contact him, and will keep Council and the MacKenzie's updated as he knows more.

8. **Report from CAO:**
- a. Had a very successful inaugural Community Grants Committee Meeting.
  - b. Working with Municipal Affairs regarding Financial Plan Filing and a By-election calendar; apparently a number of communities are now in the same boat.
  - c. Working with Infrastructure Canada on Gas Tax process and time-lines.
  - d. Working to arrange a Council Vision Session. Will coordinate to happen a few weeks after the By-election so that whoever the new Mayor is can be involved.
  - e. Spoke with our Accountants and Municipal Affairs Finance in preparation for our year end financials and audited statements.
9. **Financial:**
- a. **Variance Report** – There are still \$7,706.11 worth of committed cheques to go through the bank which will result in a balance of \$30,111.56 in our account at March 20, 2019; and which puts us almost exactly on budget for the end of this fiscal year. It was noted that as this fiscal year was a transition to the new April 1 – March 31 fiscal year cycles; we will not see Financial Statements until some time in May or June of this year.
  - b. **Recommendation from the Community Grants Committee for 2019/2020 Community Grants Funding** (attached) – Councillor Gamble (Chair of the Community Grants Committee) presented the Grants Committee recommendation for Council consideration. Councillors Henry, Shillabeer, and Vessey previously declared their Conflict of Interest in the Belfast Area Watershed Group, Belfast Historical Society, and (Belfast Rural Fire Department, and Pinette Raceway) respectively; however, there were no individual discussions of these items.

Council discussed the Grants recommendation as a package; sought some clarification on funding levels, and discussed a possible amendment of adding the Belfast Days and its financial ramifications and support/endorsement from the Belfast Lions Club.

**Amendment:**

**Moved** by Councillor Henry and **Seconded** by Councillor Vessey; to allocate \$1,000 to Belfast Days, contingent upon Belfast Days organizers garnering the Belfast Lions Club official support/endorsement as a Registered Organization, for the Belfast Days event, or other registered organization.

**Carried** – (4) votes in favour; (1) vote against

**Moved** by Councillor Cooke and **Seconded** by Councillor Henry to accept the Community Grants Committee recommendation for the 2019/2020 Grants allocations as Amended.

**Carried** – (4) votes in favour; (1) vote against

The 2019/2020 Community Grants allocations, in the amount of **\$149,590** include the following:

<b>Fire Protection Grant:</b>	Belfast Rural Fire Department	\$90,000
<b>GPEI Rink Grant:</b>	Belfast Rec Centre	8,500
<b>Community Grants:</b>		
	Belfast Area Watershed Group	3,840
	Belfast Days	1,000
	Belfast Historical Society	4,000
	Belfast Minor Hockey Association	3,000
	Belfast Rec Centre	26,500
	Belfast Minor Soccer	500
	Mosquito Abatement (Pinette/Flat River/Roseberry)	750
	Pinette Raceway	2,000
	Point Prim and Are Environmental Development Committee	1,500
	Point Prim Lighthouse	3,000
	Wood Islands Area Development Corporation (WIADC)	3,500
	WIADC – Wood Islands Light House	<u>1,500</u>
		<b>\$149,590</b>

c. **Adoption of Budget and Financial Plan for the 2019/2020 Fiscal Year**

(draft attached) – CAO Bob Brooks presented the updated draft Budget/Financial Plan to Council for consideration. The Financial Plan included all *Municipal Government Act* requirements of an: Operational Budget, Capital Budget, and 5-Year Capital Expenditure Program.

The CAO noted that with the addition of the \$1,000 into the Community Grants allocations, the bottom line of the draft budget would now be changed to affect the year-end projected surplus to \$10,414 (if all other items in the previously discussed draft budget remained unchanged).

The CAO then went through all the Notes to the budget including the \$.01 per \$100 increase to the Assessment Income starting April 1, 2019.

After some additional points of clarification, Council approved the budget for the 2019/2020 fiscal year, which includes:

- Projected **Income** of **\$233,970**,
- Projected **Expenditures** of **\$223,556**, and
- A Projected 2019/2020 **Year-End Surplus** of **\$10,414**.

**Moved** by Councillor Vessey and **Seconded** by Councillor Henry to adopt the Budget and Financial Plan for the 2019/2020 Fiscal Year.

**Carried** Unanimously.

10. **New Business** – There was no new business for the Agenda.

11. **Next Scheduled Council Meeting Date:** May 15, 2019 @ 7:00 PM at the Belfast Firehall.
12. **Adjournment (8:33 PM)** – As there was no further items for the Agenda, it was **Moved** by Councillor Shillabeer to adjourn the meeting. **Carried**

Minutes Approved on: May 1, 2019

Original Signature/Seal on file  
Acting/Mayor – Garth Gillis

Original Signature/Seal on file  
CAO – Bob Brooks