

Rural Municipality of Belfast

SPECIAL COUNCIL MEETING MINUTES

Wednesday, June 19, 2019 at 7:00 PM

Chair: Acting Mayor Virginia Cooke
Councillor William (Billy) Gamble
Councillor Andrew (Andy) Henry
Councillor Audrey Shillabeer
Councillor Joanne Vessey
Mayor Elect Garth Gillis (to be sworn in)
Councillor Elect Lynn Docherty (to be sworn in)

Administration: CAO Bob Brooks

Item Order of Business

1. **Call to Order** - the meeting was called to order by Acting Mayor Virginia Cooke at 7:00 PM who also welcomed all the attendees. Acting Mayor Virginia Cooke also congratulated Mayor Elect Garth Gillis and Councillor Elect Lynn Docherty on their recent election/acclamation - to be sworn in later in the Agenda.

2. **Declarations of Conflict of Interest** – There were no declarations of conflict of interest for this meeting.

3. **Approval of Agenda**

Moved by Councillor Henry and **Seconded** by Councillor Gamble to approve the Agenda as presented.

 Votes for: 4 Votes against: 0

 Result: Carried Unanimously

4. **Adoption of May 15, 2019 Council Meeting Minutes** (previously distributed)

Moved by Councillor Shillabeer and **Seconded** by Councillor Vessey to adopt the Minutes of the May 15, 2019 Council Meeting as presented.

 Votes for: 4 Votes against: 0

 Result: Carried Unanimously

5. **Business arising from the Minutes:**

 a. Tabling and Approval of the Audited 2018/2019 Financial Statements (to be addressed on today's Agenda as item 8).

6. **Swearing-in (Oath of Office) of New Council Members** - sworn in by CAO Bob Brooks

 a. Mayor Garth Gillis

 b. Councillor Lynn Docherty

Upon completion of the Swearing-in ceremony, Mayor Gillis and Councillor Docherty were congratulated, and Acting Mayor Cooke turned over the Chair to Mayor Garth Gillis.

7. **Vision Setting/Roadmap Exercise (7:15 - 9:30 PM) – Facilitated by Wendy Drake of MRSB Group**
- a. Mayor Garth Gillis gave thanks to everyone for their well-wishes and provided some opening remarks, leading into our Vision and Roadmap setting exercise.
 - b. CAO Bob Brooks provided some introductory remarks about the right time for this exercise, now that we have a full Council and introduced the facilitator for today: Wendy Drake with the MRSB Group.
 - c. Wendy Drake introduced herself and also provided some opening remarks for today's exercise.
 - i. Wendy provided handouts for the session and went through each PowerPoint slide to help us arrive at a Mission and Vision for this Session.
 - ii. A report on today's session will be provided within the next day or two, to help us focus on the next session of the process.
 - iii. During the second Session, which will take place on Wednesday, July 10th from 6 – 9 PM, we will focus on a Road Map for this term of office, to help identify the actions that will be required to meet our Vision and Mission over the next 3.5 years.
 - d. At the close of the exercise, Mayor Garth Gillis thanked Wendy for all her work, facilitation and insight.
 - e. Wendy then graciously volunteered to be our photographer for a Council portrait – Thanks Wendy – you made us look good!
8. **Tabling and Approval of 2018/2019 Financial Statements** (previously distributed) - CAO Bob Brooks presented our Audited Financial Statements for the 2018/2019 fiscal year (Audited by MRSB Group).
- a. Bob noted that we are in an excellent financial position heading into the new fiscal year;
 - b. That the only budget item that was not met was the Director's Liability Insurance (being negotiated now and due to start on June 27, 2019);
 - c. That with that slight change our Surplus as/at March 31, 2019 now sits at: \$47,094 up from \$20,077 in 2016. (it was discussed that by December 2022, our surplus will need to sit between \$100,000 and \$150,000, if we are to meet all the requirements of the *Municipal Government Act* (MGA) going into the next term of office);
 - d. Bob then noted what a great job Janice MacDonald had done previously to help get the books to where they are today and Council also asked to pass on their thanks;
 - e. The floor was then open for questions/clarifications; and
 - f. Council expressed their thanks and appreciation and moved to approve.

Moved by Councillor Docherty and **Seconded** by Councillor Cooke to approved the Audited 2018/2019 Financial Statements of the Rural Municipality of Belfast as presented.

Votes for: 6 Votes against: 0

Result: Carried Unanimously

9. **Next Regularly Scheduled Council Meeting Date:** Not until September 18, 2019; however, there will be a follow-up Special Meeting of Council on July 10th at 6:00 PM for the completion of the Vision Exercise. The Gas Tax Committee Meetings are expected to be held in July and August.
- a. It was determined that Monday nights would probably work best for the Gas Tax Committee members.
 - b. There was some discussion about the work ahead of the committee and that it is expected that we will be doing a call for Gas Tax Fund proposals some time in September for an October decision.
 - c. It was also noted that the Municipality itself will also be submitting a proposal for the Community Plan that is required by the MGA (confirmed that it would qualify).
 - d. We are expecting at least three or four proposals to be presented and it will be the job of the Committee to make a recommendation for Council's consideration.
10. **Adjournment** - As there were no further items for the Agenda it was:

Moved by Councillor Henry to adjourn the meeting at: 10:03 PM

Meeting Adjourned - ***See you all at Belfast Days (June 29 and 30)!***

Minutes Approved on: July 10, 2019

Original Signed and Sealed on File

Mayor – Garth Gillis

Original Signed and Sealed on File

CAO – Bob Brooks