

Rural Municipality of Belfast

COUNCIL MEETING - MINUTES

Wednesday, January 15, 2020 at 7:00 PM – Belfast Firehall

In Attendance: Mayor Garth Gillis (Chair)
Deputy Mayor Virginia Cooke
Councillor Lynn Docherty
Councillor Billy Gamble
Councillor Andy Henry
Councillor Joanne Vessey
Administration: CAO Bob Brooks
Regrets: Councillor Audrey Shillabeer

Item Order of Business

1. **Call to Order** – The meeting was called to order at 7:00 PM by Mayor Garth Gillis.
2. **Declarations of Conflict of Interest** – There were no declarations of conflict of interest with any Council members in attendance with any items on today's Agenda.
3. **Approval of Agenda** – It was suggested that an Excused Absence be added to the Agenda under item 8.

Moved by Councillor Vessey and **Seconded** by Councillor Henry to approve the Agenda as amended.

Votes for: 5 Votes against: 0

Result: Carried Unanimously

4. **Adoption of December 5, 2019 Council Meeting Minutes** (previously distributed)
(*comments/changes received to-date by Council, incorporated into attached Minutes*)

Moved by Councillor Gamble and **Seconded** by Councillor Cooke to adopt the Minutes of the December 5, 2019 Council Meeting Minutes as presented.

Votes for: 5 Votes against: 0

Result: Carried Unanimously

5. **Business arising from the December 5, 2019 Council Meeting Minutes** –
 - a. **2nd Reading required - Remuneration Bylaw # 2020-01** – On today's Agenda (#9)
 - b. **Letters of Support/Concern** – All three letters completed and sent under the Mayor's signature. Letters of acknowledgement received to-date, and a media request about the letters, which was dealt with by the Mayor.
 - c. **2020 Regular Council Meeting Calendar** – Now posted on our Website, posted at the Firehall Bulletin Board, and supplied to Belfast Lion's Club for inclusion in 2020 Calendar.

6. **CAO Report**

a. **Financial/Variance Report:**

i. Provincial Credit Union Account Balances at January 09, 2020:

1. Share 00001 \$5.24
2. Chequing 00010 \$19,331.60

➤ *The CAO noted that he will look into a GIC with the Provincial Credit Union in a few months once a surplus is established to build better interest.*

3. Gas Tax Acct 00011 \$72,172.09

➤ *Have received a confirmation that most of the Gas Tax applications have been approved; however, we have yet to receive the confirmation letters that details the exact amounts, and if there are any special terms. Once a firmer answer is received, the CAO will contact the recipients and announce the recipients on the Website.*

ii. Projected Expenditures to March 31, 2020: On Budget.

iii. Projected Revenues against Projected Expenditures to March 31, 2020:
On Budget.

7. **Public Presentations for the Agenda:** – There were no requests for this meeting.

8. **New Business for the Agenda –**

a. **Excused Absence of Councillor Shillabeer** – Due to a family emergency, Councillor Shillabeer gave notice that she would not be back to attend the January 15th Council meeting and should return around the end of January 2020. Based on that notice, it was suggested that a motion for an Excused Absence for Councillor Shillabeer for today's meeting be presented – Council agreed.

Moved by Councillor Vessey and **Seconded** by Councillor Docherty to officially excuse Councillor Shillabeer from attendance at the January 15, 2020 regular meeting of Council.

Votes for: 5 Votes against: 0

Result: Carried Unanimously

9. **New Remuneration Bylaw # 2020-01 presented for 2nd Reading** (previously distributed) – Per the adoption of a new Council Remuneration Proposal at the October 16, 2019 Council Meeting, a new Remuneration Bylaw is required for the 2020/2021 fiscal year and ongoing. The current Remuneration Bylaw # 1985-01 will be rescinded with the adoption of Bylaw # 2020-01. First Reading was given on December 5, 2019. At that time, Mayor Gillis suggested a slight amendment: to round up the kilometre rate from \$0.438 to \$0.44. Council agreed to present that amendment at this meeting.

Moved by Councillor Henry and **Seconded** by Councillor Gamble to amend Remuneration Bylaw # 2020-01 by changing the kilometre rate in SCHEDULE A of this Bylaw from \$0.438 to \$0.44 per kilometre.

Votes for: 5 Votes against: 0

Result: Carried Unanimously

Moved by Councillor Cooke and **Seconded** by Councillor Docherty to approve Remuneration Bylaw # 2020-01 for second reading as amended.

Votes for: ___5___ Votes against: ___0___

Result: Carried Unanimously

Does Council agree that Remuneration Bylaw # 2020-01 has received and approved two readings and that a majority of Council now adopts Remuneration Bylaw # 2020-01 as amended? Agreed.

Moved by Councillor Docherty and **Seconded** by Councillor Henry that Council agrees that Remuneration Bylaw # 2020-01 has received and approved two readings and that a majority of Council now adopts Remuneration Bylaw # 2020-01 as amended. Remuneration Bylaw # 2020-01 will come into effect on April 1, 2020.

Votes for: ___5___ Votes against: ___0___

Result: Carried Unanimously

10. **New Records Retention and Disposal Bylaw # 2020-02 presented for 1st Reading** (previously distributed) – As required by the *Municipal Government Act*, a Records Retention and Disposal Bylaw is required for all Municipalities. The Government of Prince Edward Island has now provided a template that all Municipalities can use as their model and adapt as required. This Draft Bylaw was previously distributed to Council and also placed on the Municipal Website for public viewing.

Moved by Councillor Gamble and **Seconded** by Councillor Vessey to approve the Records Retention and Disposal Bylaw # 2020-02 for 1st reading as presented.

Votes for: ___5___ Votes against: ___0___

Result: Carried Unanimously

11. **New Access to Information and Protection of Privacy Bylaw # 2020-03 presented for 1st Reading** (previously distributed) – As required by the *Municipal Government Act*, an Access to Information and Protection of Privacy Bylaw is required for all Municipalities. The Government of Prince Edward Island has now provided a template that all Municipalities can use as their model and adapt as required. This Draft Bylaw was previously distributed to Council and also placed on the Municipal Website for public viewing.

Moved by Councillor Henry and **Seconded** by Councillor Cooke to approve the Access to Information and Protection of Privacy Bylaw # 2020-03 for 1st reading as presented.

Votes for: ___5___ Votes against: ___0___

Result: Carried Unanimously

12. **Letter of Concern:**

- a. **Non-Essential Highway** – A letter of concern was received on December 27, 2019 detailing concerns that a Mr. Ivor Sargent of Sainte Adele, QC had with the Government of Prince Edward Island (GPEI) Legislation concerning Non-Essential Highways. Mr. Sargent had suggested that all PEI Municipal Governments create a Bylaw to negate what he considers to be unfair provincial legislation.
 - a. Upon review of the letter by the CAO; it was recognised that any municipal legislation would not supersede any provincial legislation; however, the CAO does plan to follow-up with the GPEI to determine if there is any recommended follow-up action that might be required. The CAO will report back to Council as soon as the GPEI provides the appropriate feedback. Council agreed with that planned action.

13. **Meeting of Grants Committee** – 2020/2021 Grant season will soon be upon us. As per earlier discussions, the Grants Committee wanted to look at a more transparent and accountable system for the awarding of Community Grants from the Municipality. It had been recommended that the Committee look at a similar system as that of the Municipality’s Gas Tax Committee. Council suggested a date of Wednesday, February 5th; however, asked the CAO to confirm that date with Councillor Shillabeer, who is also a member of the Committee. Councillor Shillabeer’s attendance is confirmed for the 5th of February.

14. **Next Meetings:**

- a. **Community Grants Committee Meeting** – Wednesday, February 5, 2020 at 7:00 PM at the Belfast Firehall, and
- b. **Regular Council Meeting** – Wednesday, February 19, 2020 at 7:00 PM at the Belfast Firehall.

15. **Adjournment** – As there was no further business...

Moved by Councillor Henry to adjourn the meeting at: 7:55 PM.

Minutes Approved On: _____

Mayor Garth Gillis _____, and CAO Bob Brooks _____