

# Rural Municipality of Belfast

Mayor: Garth Gillis; Chief Administrative Officer: Bob Brooks; *Incorporated 1972*

## COUNCIL MEETING - AGENDA

Wednesday, October 21, 2020 at 7:00 PM

**Upstairs Hall, Wood Islands Village - Maximum 20 Attendees at the Meeting**

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

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### Item      Order of Business

- Call to Order** – Council will be called to order at 7:00 PM
- Covid-19 Considerations** –
  - As per Health PEI suggestions for public meetings; the maximum number of attendees allowed for this Council Meeting is limited to 20 people total (**7 Council, 1 CAO, 12 General Public**).
  - Additional measures taken for this meeting include:
    - Tables and Chairs treated with a disinfectant;
    - Physical Distancing of approximately 6 feet between all participants;
    - Face Masks, Gloves and Bottled Water available, and
    - A Contact Tracing List is required (held by WIADC).
- Declarations of Conflict of Interest** – Do any Council members have a conflict of interest with any items on today's Agenda?
- Approval of Agenda** – Are there any other suggested Agenda Items for this meeting? (**to be placed under Item 9**) I need a mover and a seconder for approval of the Agenda?
  - Motion for Wreaths**
  - ???

Moved by \_\_\_\_\_ and **Seconded** by \_\_\_\_\_ to approve the Agenda as presented.  
Votes for: \_\_\_\_\_ Votes against: \_\_\_\_\_  
Result: \_\_\_\_\_
- Adoption of September 16, 2020 Council Meeting Minutes** (*previously distributed*) (**no changes received to-date by Council, all feedback was that the Minutes were OK**)  

Moved by \_\_\_\_\_ and **Seconded** by \_\_\_\_\_ to adopt the Minutes of the September 16, 2020 Council Meeting as presented.  
Votes for: \_\_\_\_\_ Votes against: \_\_\_\_\_  
Result: \_\_\_\_\_
- Business arising from the September 16, 2020 Council Meeting (CAO)** –
  - Annual CAO time-logs analysis heads-up given, is in today's HR item (8); and
  - Heads-up was given to the RCMP, re: the Unofficial 70-mile – no comeback with any concerns for that weekend.

7. **CAO Report**

a. **Financial/Variance Report:**

i. Provincial Credit Union Account Balances at October 9, 2020:

a. Share 00001	\$5.29
b. Chequing 00010	\$23,785.39
c. Savings (Reserve) (for interest)	\$15,000.60 *
d. Gas Tax Acct 00011	\$70,314.25
e. Gas Tax GIC (for interest)	\$50,023.84 **

\* **Opened a Reserve Savings Account, Sept. 1, 2020** - specifically to transfer **\$7,500** per month for six months (= **\$45,000**), to generate interest on monies we are setting aside, to open a publicly accessible office space; per the requirements of the *Municipal Government Act* - these transfers come from the Operations Chequing Account #00010.

\*\* **Opened a Gas Tax GIC, Sept. 1, 2020** - specifically to transfer **\$50,000**, to generate interest on monies we receive in Gas Tax Funding through 2019-2024. Funds generated go back into the fund for further distribution. This transfer came from the Gas Tax Account #00011. Additional Transfers may be considered at a later date.

8. **Confidential In-Camera Human Resource Matter** (*previously distributed to Council Members only*) – As a Human Resource matter, per the *Municipal Government Act*, it is required that this matter be conducted In-Camera. Should a recommendation or decision be required, Council will move out of In-Camera, to make that motion (**no Minutes will be taken In-Camera**).

**Moved by** \_\_\_\_\_ **and Seconded by** \_\_\_\_\_  
for Council to move In-Camera for a Human Resource matter.  
Votes for: \_\_\_\_\_ Votes against: \_\_\_\_\_ Result: \_\_\_\_\_

**Moved by** \_\_\_\_\_ **and Seconded by** \_\_\_\_\_  
for Council to move out of In-Camera on the Human Resource matter.  
Votes for: \_\_\_\_\_ Votes against: \_\_\_\_\_ Result: \_\_\_\_\_

**Moved by** \_\_\_\_\_ **and Seconded by** \_\_\_\_\_  
for Council to accept the Chief Administrative Officer Contract Proposal, for the 2021 Calendar Year as presented.  
Votes for: \_\_\_\_\_ Votes against: \_\_\_\_\_ Result: \_\_\_\_\_

9. **New Business for the Agenda** (*as per Item 4 above*)? –

- i. **Motion for Wreaths** – Mayor Garth Gillis...
- ii. ??? \_\_\_\_\_

10. **Next Meeting:** – the next regular meeting of Council is scheduled for Wednesday, November 18, 2020 at 7:00 PM in the Upstairs Hall at Wood Islands Village. There is no scheduled meeting for December 2020.

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

**Moved by** \_\_\_\_\_ to adjourn the meeting at: \_\_\_\_\_ *PM*