

Rural Municipality of Belfast

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

COUNCIL MEETING - MINUTES

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)

Item Order of Business

- Call to Order** – Council called to order at 7:00 PM by Mayor Garth Gillis (**7 Council, 1 CAO, 0 Public in attendance**)
- 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? – None declared by Council; CAO will step out of the room for Item 8 as required.
- 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**
 - Councillor Resignation**
 - Safe Restart Agreement**
 - Tree Lighting Event**

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

Votes for: 6 Votes against: 0 Result: Carried Unanimously

- Adoption of September 16, 2020 Council Meeting Minutes** (*previously distributed*) (**no changes received by Council, all feedback was that the Minutes were OK**)

Moved by Councillor Vessey and **Seconded** by Councillor Gamble to adopt the Minutes of the September 16, 2020 Council Meeting as presented.

Votes for: 6 Votes against: 0 Result: Carried Unanimously

6. **Business arising from the September 16, 2020 Council Meeting –**
 - Annual CAO time-logs analysis is in today’s HR agenda 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.

- ii. We are on track and on budget to-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 Councillor Henry and Seconded by Councillor Shillabeer for Council to move In-Camera for a Human Resource matter.

Votes for: 6 Votes against: 0 Result: Carried Unanimously

Moved by Councillor Shillabeer and Seconded by Councillor Docherty for Council to move out of In-Camera on the Human Resource matter.

Votes for: 6 Votes against: 0 Result: Carried Unanimously

Moved by Councillor Docherty and Seconded by Councillor Vessey for Council to accept the Chief Administrative Officer Contract Proposal, for the 2021 Calendar Year as presented.

Votes for: 6 Votes against: 0 Result: Carried Unanimously

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

- i. **Motion for Wreaths** – Mayor Garth Gillis noted that each year, the Rural Municipality of Belfast (RMB) is asked to participate in the Royal Canadian Legion Wreath Laying Ceremonies in Belfast and Iona. Mayor Gillis would place the wreath in Belfast, while Deputy Mayor Cooke would place the wreath at Iona. A motion was requested for RMB to cover those costs.

Moved by Councillor Shillabeer and Seconded by Councillor Henry for RMB to cover the costs of two Wreaths for Remembrance Day Ceremonies.

Votes for: 6 Votes against: 0 Result: Carried Unanimously

- ii. **Resignation of Councillor Shillabeer** – On October 19, 2020; Councillor Audrey Shillabeer sent an email to Mayor Garth Gillis noting that she would be resigning from Council; effective, at the end of the October 21st Council Meeting. The Resignation read as follows:

Hello Garth,

It is with great regret that I must tender my resignation from the Rural Municipality of Belfast - effective after the meeting on Wednesday, October 21, 2020. In the proper chain of command, I am only advising you at this time.

I have enjoyed serving the community and my resignation is not something I do happily. In fact, I might say I do it gritting my teeth and swearing! Damn arthritis! We listed our house for sale on Glashvin Road recently, and - as quite a surprise to us - it sold much more quickly than we anticipated. We will be moving into Charlottetown for November 1, 2020 until we decide our next move.

I wish the Council the very best, and believe they are in very good hands with you at the helm, Mr. Mayor. The community is well served by each and everyone on Council with diverse expertise, intelligence, thoughtfulness, and true caring, each of you! Belfast is fortunate at a time when gender parity is a concern in politics generally and women have been reluctant to step up elsewhere, our Council has set a positive example. And, of course, our community is extremely lucky to have a most competent CAO move into Belfast and be willing to work for us! I believe Belfast is quite a bright star amongst municipalities right now!

I hope that going forward, council continues to remember "who is missing" from its discussions and deliberations, and that we try to accommodate every Belfaster using the "Lens" of Inclusion. I also hope that Council remembers that our unique Big Belfast history is very much an "Ace in hand" for two specific reasons: it is significant history locally, provincial, nationally, and internationally that differentiates us from the "same ol' same ol'" of the rest of the Island at a time when finding a niche is important for sustainability. Just as important, our history binds us together across the Municipality in cooperation.

Lastly, while I wholeheartedly encourage robust political engagement to ensure a healthy democracy, I secretly hope that only one person steps up to fill my position saving the RMB the cost of a by-election.

Belfast will always hold a big part of my heart, and I will remain interested forever.

Respectfully submitted,

Audrey Shillabeer

Council expressed their heartfelt surprise and regret that she will be leaving Council, and wished her well in her future. Council and the CAO then gave Councillor Shillabeer a well-deserved ovation for her commitment to the Community and Council.

- iii. **Safe Restart Agreement** (*distributed by email earlier and at the meeting*) – At 3:57PM today (Oct 21st) Municipal Affairs sent an urgent email describing an emergency funding initiative called the Safe Restart Agreement (*response due by November 6, 2020*):

The Province of Prince Edward Island has worked to negotiate the Safe Restart Agreement with the Government of Canada. This agreement will provide financial assistance for reopening municipal services in PEI to support critical needs for transit, protection of public health and safety, prepare for potential future waves of the virus, and further support the safe reopening of economies across Canada. Municipalities that are eligible for funding under the Federal Gas Tax Fund in Prince Edward Island will be eligible for funding through the Safe Restart Agreement...

To participate in the program, Municipal Affairs needs a Resolution from Council to express their interest in participating by November 6, 2020. As there were a few categories; namely: Fire Protection, Recreational Programming and/or the possibility of improved Cell Service or Internet Service projects for our area, that Council was interested in, they expressed their interest with the following Resolution:

RESOLUTION # R2020-03

Confirmation of Municipal Services and Agreement to Participate in the Safe Restart Agreement

WHEREAS: the Safe Restart Agreement will provide financial assistance for reopening municipal services in PEI to support critical needs for transit, protection of public health and safety, prepare for potential future waves of the COVID-19 virus, and further support the safe reopening of economies across Canada.

AND WHEREAS: a signed agreement to participate reflects the municipality's understanding on shared objectives and terms established by the Safe Restart Agreement between the Government of Canada and the Province of PEI.

AND WHEREAS: the Safe Restart Agreement requires a formal resolution outlining participation in the program;

BE IT RESOLVED: that the Council authorizes the Rural Municipality of Belfast to execute the "Confirmation of Municipal Services and Agreement to Participate".

Moved by Councillor Shillabeer and Seconded by Councillor Cooke to approve **Resolution # R2020-03 as stated above.**

Votes for: 6 Votes against: 0 Result: Carried Unanimously

- iv. Tree Lighting Event** – Councillor Vessey raised the idea of possibly doing a Tree-Lighting Event this year, possibly at the Wood Islands Village. Council discussed the idea at length, with suggestions such as:
- **Having a real tree or May-Pole tree in the square;**
 - **People would wear masks and distance;**
 - **Possibly a carol-sing; and hot chocolate; and possibly an appearance from Santa. - Looking at December 5 or 12**

Council created a sub-committee of: Councillors Vessey, Docherty and Gamble. The CAO would check with Wood Islands; Councillor Vessey would check with the Government to ensure we can; Councillor Gamble would check on Christmas Lights; and all Council will stay in touch and report back. If possible, we may be able to get info into November Newsletter, or, December's for sure.

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 Councillor Henry to adjourn the meeting at: 8:40 PM

Minutes Approved on **November 18, 2020** **Original Sign/Seal on File,** **Original Sign/Seal on File**
Mayor – Garth Gillis CAO – Bob Brooks

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