

Rural Municipality of Belfast

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

COUNCIL MEETING - MINUTES

Wednesday, March 17, 2021 at 7:00 PM
Upstairs Hall, Wood Islands Village

In Attendance: Mayor Garth Gillis (Chair) Deputy Mayor Virginia Cooke
Councillor Lynn Docherty Councillor Billy Gamble
Regrets – Not able to attend – Councillor Andy Henry Councillor Joanne Vessey
Councillor-Elect – Mary Mecher-Carlson CAO Bob Brooks (Administration)

Item Order of Business

1. **Call to Order** – Council will be called to order at 7:03 PM
2. **Covid-19 Considerations** –
 - As per WIADC Meeting Room limitations (per Health PEI suggestions); the number of attendees allowed for this Council Meeting was limited to 21 people maximum (**7 Council, 1 CAO, 13 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 maintained (held by WIADC).
3. **Swearing-In of Councillor-Elect: Mary Mecher-Carlson, to the position of Councillor** – As a result of the recent By-Election Call for one Councillor position, Mary Mecher-Carlson of Mount Buchanan was Acclaimed to the Position, for the term of April 1, 2021 through until December 8, 2022. Councillor-Elect: Mary Mecher-Carlson was then invited to join CAO Bob Brooks, who performed the duties of Oath Administrator.



Oath of Office - Ceremony

Councillor Mecher-Carlson was then invited to the Councillors table for this meeting. Councillor Mecher-Carlson's term will officially start on April 1, 2021.

4. **Declarations of Conflict of Interest** – (*Some Council Members are involved in some of the Community Grants Applications on today's Agenda; they declared a Conflict for those particular Applications. Council Members in Conflict would be asked to step out during any discussion about that Application, then return for the remaining. Those Councillors are also able to vote on the Community Grants Recommendations as a block*)
Councillors declared in conflict: **Councillor Docherty** (Belfast Days);
Councillor Vessey (Firehall); **Councillor Henry** (BAWG) – *though not in attendance at this meeting.*

5. **Introduction of Part-Time Staff Person** – The CAO introduced *Jill Harris*, who has agreed to work, not only as a part-time support staff once the office is open to the public, but will also be working with the CAO on the Municipal Emergency Management Plan Project, and the upcoming Community Plan Project. Jill Harris brings with her many years of municipal administrative experience and is a welcome support to this municipal team. *Welcome Jill. (unfortunately, Jill was not able to attend this meeting)*
6. **Approval of Agenda** – There were no additional Agenda Items suggested for this meeting.

Moved by Councillor Docherty and **Seconded** by Deputy Mayor Cooke to approve the Agenda as presented.

Votes for: 4 Votes against: 0 Result: **Carried Unanimously**

7. **Adoption of February 17, 2021 Council Meeting Minutes** (*previously distributed and attached – all changes received to-date by Council have been incorporated*)

Moved by Councillor Gamble and **Seconded** by Councillor Vessey to adopt the Minutes of the February 17, 2021 Council Meeting as presented.

Votes for: 4 Votes against: 0 Result: **Carried Unanimously**

8. **Business arising from the February 17, 2021 Council Meeting** –
 - i. **Budget Discussions** – Discussions and First Reading took place on the 2021/2022 Budget and Financial Plan at the February 17th Council Meeting. Follow-up discussions and Second Reading are on today’s Agenda under **Item 14**.

9. **CAO Report**

a. **Financial/Variance Report:**

i. Provincial Credit Union Account Balances at March 13, 2021:

a. Share 00001	\$5.30
b. Chequing 00010	\$71,273.45 ***
c. Savings (Reserve) (for interest)	\$45,012.85 *
d. Gas Tax Acct 00011	\$47,019.59
e. Gas Tax GIC (for interest)	\$50,147.95 **

* **Reserve Savings Account** – has now reached the target of **\$45,000** to be used for the expenses related to setting up the *Municipal Government Act* required, publicly accessible office space. Office Space Expenditures started in Feb/21.

** **Gas Tax GIC** – Funds and Interest will remain in that account until required for the budgeted Gas Tax Project Expenditures through 2019-2024.

*** **Larger Balance** – Higher than anticipated, due to participation in the Safe Restart Agreement, of which **\$17,534.52** remains. Per the Agreement, the remaining funds are earmarked for the extraordinary expenditures for the Municipal Office, that will be required due to Covid-19 safety requirements.

- ii. **Expenditures to-date** – currently on track as projected; however, due to the earlier than anticipated expenditures for the Municipal Electoral Office; Office set-up expenditures are already underway (*two months early*).
- iii. **Revenues to-date** were on track and on budget; however, are now much higher due to the Safe Restart Agreement funds (as discussed earlier).

10. **RCMP Request** – Similar to last year, the RCMP District Commander for the Kings District in PEI, is seeking input from the Rural Municipality of Belfast (RMB) Council, with respect to local priorities/concerns within the RMB municipality that they should be aware of. With that input, they can consider incorporating some initiatives into their Annual Performance Plan. Their three main Provincial Priorities include:
- Enhancing Relationships through visibility / attending community events;
 - Crime Reduction – Drug Trafficking / Cyber Crime; and
 - Road Safety – Impaired Driving / Check stops.

Comments derived at the meeting for RCMP consideration:

- Council asked if the Drug Unit was ever started up for the area? – are interested in that
- Council suggested driving through the Selkirk Park and the Pinette Warf areas on a regular basis for monitoring
- A member of the public was concerned about ATVs on the beaches of Pioneer Cemetery Road and at Point Prim; and also wondered if there was an Animal Welfare phone line?
- Council suggested some Radar Speed Traps; one at Cooper’s in particular

The CAO will pass these comments on to the RCMP.

11. **Community Grants Committee - Recommendation to Council** (presented and moved by Committee Chair – **Councillor Billy Gamble**): Following the Call for Proposals for the **2021/2022 Community Grants Program**, the Community Grants Committee met to deliberate the 15 Submissions on March 10th (*Tally Sheet attached*). After discussing each application and considering the merits and municipal value of each application, as well as the impact on the current budget; the Committee urged Council members to adopt the following recipients/amounts for this year’s Community Grants Program:

1) Belfast Rural Fire Department (<i>Fire Protection Grant</i>)	90,000
2) Belfast Rec Centre (<i>GPEI Rink Grant</i>)	8,500
3) Belfast Rec Centre (<i>Operations</i>)	26,500
4) Belfast Rec Centre (<i>Automatic Generator for a Warming Ctr</i>)	21,500*
<i>* A One-Time Grant - Conditional on receiving Provincial Matching Funding</i>	
5) Belfast Area Watershed Group	3,900
6) Belfast Days	3,000
7) Belfast Historical Society	7,000
8) Belfast Minor Hockey	3,000
9) Belfast Minor Soccer	500
10) Pinette/Flat River Mosquito Program	1,000
11) Pinette Raceway (<i>Withdrawn</i>)	0
12) Point Prim and Area Mosquito Program	1,500
13) Point Prim Lighthouse	3,000
14) Wood Islands and Area Dev. Corp. (<i>Village Operations</i>)	8,000
15) Wood Islands Lighthouse	3,000
○ Total funds for 2021/2022 Community Grants Program	\$180,400

Breakdown:

Fire Protection Grant	\$90,000.	GPEI Rink Grant	\$8,500.
Warming Ctr (one-time Grant)	21,500.	Community Grants	\$60,400.

Following discussion and clarifications – Council voted on the recommendations:

Moved by **Councillor Billy Gamble** and **Seconded** by **Councillor Docherty** to adopt the Community Grants Committee’s Recommendations for the recipients/amounts for the 2021/2022 Community Grants Program as presented.
 Votes for: 4 Votes against: 0 Result: **Carried Unanimously**

12. **Adoption of March 10, 2021 Community Grants Committee Meeting Minutes**
(*brought forward at today's meeting, as the Committee is not expected to meet again until some time in 2022. Committee members to vote on only.*)

Moved by **Mayor Gillis** and **Seconded** by **Deputy Mayor Cooke** to adopt the Community Grants Committee Minutes of March 10, 2021 as presented.

Votes for: 3 Votes against: 0 Result: **Carried Unanimously**

13. **Public Input/Presentations regarding the Rural Municipality of Belfast 2021/2022 Budget and Financial Plan** (*five minutes each*) – No requests for presentations.

14. **Rural Municipality of Belfast 2021/2022 Budget and Financial Plan** (*attached*) - **Presented for discussion and 2nd Reading** – On February 17th, Council discussed, then gave 1st Reading to the **DRAFT** Budget/Financial Plan for the 2021/2022 Fiscal Year. Since that time, the CAO received new Assessment figures from the Province, the Projection figures have been updated, and the Community Grants Committee have provided its recommendations for the 2021/2022 Community Grants Program. To better see the results of those changes, the CAO provided an *attachment* of suggested changes, that summarized all those updates into one suggested amendment; along with a revised budget document that included all the changes.

Following discussion and clarifications – Council voted on the suggested amendments:

Moved by **Councillor Gamble** and **Seconded** by **Councillor Docherty** to accept the recommended amendments to the 2021/2022 Budget and Financial Plan as presented.

Votes for: 4 Votes against: 0 Result: **Carried Unanimously**

Council then voted on the Budget and Financial Plan for second reading as amended:

Moved by Councillor Vessey and **Seconded** by **Deputy Mayor Cooke** to approve the Rural Municipality of Belfast 2021/2022 Budget and Financial Plan for second reading as amended.

Votes for: 4 Votes against: 0 Result: **Carried Unanimously**

15. **New Business for the Agenda** (*as per Item 6 above*) – *None*.

16. **Next Scheduled Meetings:**

- a. **Regular Council Meeting** – the next Council meeting is scheduled for Wednesday, April 21, 2021 at 7:00 PM in the Upstairs Hall at Wood Islands Village, and
- b. **Special Council Meeting** – to discuss next steps for the development of the Municipal Emergency Measures Plan – ***to be determined (April or May)***.

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

Moved by **Councillor Docherty** to adjourn the meeting at: 7:56 PM.

Minutes Approved on **April 21, 2021**

Signature on File
Mayor Garth Gillis

Signature on File
CAO Bob Brooks