

Rural Municipality of Belfast

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

COUNCIL MEETING - AGENDA

Wednesday, May 19, 2021 at 7:00 PM

Upstairs Hall, Wood Islands Village

Council:	Mayor Garth Gillis (Chair)	Deputy Mayor Virginia Cooke
	Councillor Lynn Docherty	Councillor Billy Gamble
	Councillor Andy Henry	Councillor Mary Mecher-Carlson
	Councillor Joanne Vessey	
Administration:	CAO - Bob Brooks	Projects Coordinator - Jill Harris

Item **Order of Business**

- Call to Order** – Council will be called to order at 7:00 PM
- Covid-19 Considerations** –
 - As per WIADC Meeting Room limitations; the number of attendees allowed for this Meeting is limited to 21 people maximum (**7 Council, 2 Admin, 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 maintained (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 11***) I need a mover and a seconder for approval of the Agenda?
 - ??? _____

Moved by _____ and **Seconded** by _____ to approve the Agenda as presented.
Votes for: _____ Votes against: _____ Result: _____
- Adoption of April 21, 2021 Council Meeting Minutes** (***previously distributed and attached – all changes received to-date by Council have been incorporated***)

Moved by _____ and **Seconded** by _____ to adopt the Minutes of the April 21, 2021 Council Meeting as presented.
Votes for: _____ Votes against: _____ Result: _____
- Business arising from the April 21, 2021 Council Meeting** –
 - Health Matter** – The CAO was asked to undertake some initial inquiries with Health PEI regarding a Walk-in Clinic and/or a process to a Walk-in Clinic (or the like) in our Municipality.

Upon contacting Health PEI, the CAO was informed that all Walk-in Clinics in PEI are operated by and/or in conjunction with an attached Pharmacy. There are no Pharmacies within the Rural Municipality of Belfast area. When asked about other possible solutions; the CAO was informed that the Administrator (Candace) would have one of the Supervisors contact him (probably next week) to discuss it. Still waiting to hear back.

The CAO also contacted the Health Centre in Montague about the process of getting a Doctor or Nurse Practitioner for a resident. The CAO was told that typically, various Doctor's Offices or Clinics have no control over taking on new patients, they are assigned by the Provincial registry. Nurse Practitioners can only be assigned to a patient once that patient is already assigned a Doctor/Supervising Doctor. The CAO later learned that a Doctor may (in some circumstances) (rare), take on a new patient on their own.

Lastly, the CAO contacted the Provincial Patient Registry. The CAO mentioned to (John) that he knew someone in Mount Buchanon who has been on the waiting list for a Doctor for approximately three years for the Montague area. Was that uncommon? The answer was NO; however, about four years ago, a new Doctor came to Montague and basically took everyone that was on the waiting list for that area (that's why the CAO was only on the list for about 3 months). The CAO also asked about Charlottetown; the wait-list there is MUCH longer.

Health PEI – General Inquiries: 1-902-368-6130

healthpei@gov.pe.ca

Montague Health Clinic: 1-902-838-0830

Provincial Patient Registry: 1-855-563-2101

7. CAO Report

a. Financial/Variance Report:

- i. Provincial Credit Union Account Balances at May 15, 2021:
 - a. Share 00001 \$5.30
 - b. Chequing 00010 \$71,600.66
 - c. Savings (Reserve) (*for future project*) \$45,020.37
 - d. Gas Tax Acct 00011 \$5,158.83
 - e. Gas Tax GIC (*for future approved projects*) \$50,198.08

b. Year-End Financials to Auditors:

- The 2020/2021 financial information for the Municipality and for the Gas Tax Fund, is now in the hands of the Auditors (MRSB Group). The Year-End Financial Statements, may be available for review/ratification by our June 16, 2021 Council Meeting.

8. Project Reports:

- a. **Community Plan/Bylaw Project** – No further work on this project since the last Council Meeting, however, the CAO is hoping to have the Request for Proposal completed within a few weeks. The CAO did however, receive three names/samples from Municipal Affairs.
- b. **Municipal Emergency Management Plan (MEMP)** – The inaugural meeting of the MEMP Planning Committee took place on Wednesday, May 12, 2021. The MEMP Planning Committee consists of all Council Members and both RMB Staff. The Agenda included:

- i. Discussion and Appointment of MEMP Planning Committee Coordinators;
- ii. Discussion on the Roles and Responsibilities of each Coordinator position;
- iii. Discussion about the Sub-Committees and their structure, that each Coordinator will spear-head;
- iv. Discussion about identifying resources within our Municipality that could be used in an emergency; and
- v. Next Steps.

It was noted that the creation of the MEMP might take approximately six months, but that the Plan will be ongoing and carry-on with each successive Council. It should also be noted that participants on the MEMP Planning Committee are appointed for two roles each.

The MEMP Planning Committee is recommending that Council officially ratify the following personnel for the Coordinator Roles on the MEMP Planning Committee, and that the MEMP Planning Committee officially becomes a Committee of Council.

#	Role	Coordinator	Alternate
1	<i>Municipal Emergency Coordinator</i>	Bob Brooks	Jill Harris
	Recommended Appointments		
2	<i>Deputy Emergency Coordinator</i>	Andy Henry	Garth Gillis
	Recommended Appointments		
3	<i>Fire Protection Coordinator</i>	Joanne Vessey	Andy Henry
	Recommended Appointments		
4	<i>Communications/Public Information Coordinator</i>	Garth Gillis	Virginia Cooke
	Recommended Appointments	and	Mary Mecher-Carlson
5	<i>Human Resources Management Coordinator</i>	Lynn Docherty	Billy Gamble
	Recommended Appointments		
6	<i>Emergency Agency Liaison Coordinator</i>	Billy Gamble	Joanne Vessey
	Recommended Appointments		
7	<i>Finance and Administration Coordinator</i>	Bob Brooks	Jill Harris
	Recommended Appointments		
8	<i>Social Services Coordinator</i>	Mary Mecher-Carlson	Virginia Cooke
	Recommended Appointments	and	Lynn Docherty

Moved by _____ and Seconded by _____ that:

- A. Council appoints the recommended **Coordinators** and **Alternates** for the **MEMP Planning Committee** as listing above; and that
- B. Council officially adopt the **MEMP Planning Committee** as a Committee of Council.

Votes for: _____ Votes against: _____ Result: _____

9. **Adoption of May 12, 2021 Special Council Meeting Minutes** (*previously distributed and attached – all changes received to-date by Council have been incorporated*)

Moved by _____ and Seconded by _____ to adopt the Minutes of the May 12, 2021 Special Council Meeting for the Municipal Emergency Management Plan as presented.

Votes for: _____ Votes against: _____ Result: _____

10. **Follow-up on comments to RCMP** – During the March 17, 2021 Council Meeting; Council members provided comments to the RCMP in preparations of their Annual Work Plan. The following, is the response from the RCMP about those comments:

Council asked if the Drug Unit was ever started up for the area? – **Anticipated for June 2021 – The staffing process is underway for the Cpl. position in this unit and closes May 5, 2021; We are very much looking forward to the start up of this unit to commence combatting illicit drug trafficking activities;**

Council suggested driving through the Selkirk Park and the Pinette Warf areas on a regular basis for monitoring – **Message delivered to members for increased patrols;**

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? **Will be monitored and encourage residents to report these activities and they can remain anonymous when they phone police or Crimestoppers. PEI Humane Society – 902-892-1190; and**

Council suggested some Radar Speed Traps; one at Cooper’s in particular – **This will be done!!! J**

The CAO thanked the RCMP, both for asking, and for their responses.

11. **New Business for the Agenda** (as per Item 4 above) _____ ?
12. **Next Scheduled Meetings:**
- a. **MEMP Planning Committee** – scheduled for Wednesday, June 9, 2021 at 7:00 PM in the Upstairs Hall at Wood Islands Village; and
 - b. **Regular Council Meeting** – scheduled for Wednesday, June 16, 2021 at 7:00 PM in the Upstairs Hall at Wood Islands Village.
13. **Adjournment** – As there was no further business...

Moved by _____ to adjourn the meeting at: _____ *PM*