

# Rural Municipality of Belfast

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

## COUNCIL MEETING - AGENDA

Wednesday, September 15, 2021 at 7:00 PM

**Upstairs Hall, Wood Islands Village**

### Participants:

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	Administration - Ashley Feschuk

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### Item      Order of Business

1. **Call to Order** – Council will be called to order at 7:00 PM
2. **Covid-19 Considerations** – continue to be in place, with a meeting room limitation of 21 people (*7 Council, 2 Admin, 12 Public*): in addition: disinfecting, physical distancing, masks, gloves, bottled water availability, and a contact tracing list is maintained.
3. **Declarations of Conflict of Interest** – Do any Council members have a conflict of interest with any items on today's Agenda?
4. **Introduction of additional Part-Time Staff Member – Ashley Feschuk** (*CAO to introduce*)
5. **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 adopt the agenda as presented.  
Votes for: \_\_\_\_\_ Votes against: \_\_\_\_\_ Result: \_\_\_\_\_
6. **Adoption of August 18, 2021 Council Meeting Minutes** (*previously distributed and attached*)  
  
Moved by \_\_\_\_\_ and **seconded** by \_\_\_\_\_ to adopt the Minutes of the August 18, 2021 Council Meeting as presented.  
Votes for: \_\_\_\_\_ Votes against: \_\_\_\_\_ Result: \_\_\_\_\_
7. **Business arising from the August 18, 2021 Council Meeting:**
  - **LOGO and Social Media Presence for RMB** – it was confirmed that RMB should proceed with these two items on their own; the CAO enlisted the help of RMB's additional Admin person for assistance – both items are discussed on today's agenda.
8. **Adoption of September 8, 2021 Municipal Emergency Management Plan (MEMP) Meeting Minutes** (*previously distributed and attached*)  
  
Moved by \_\_\_\_\_ and **seconded** by \_\_\_\_\_ to adopt the Minutes of the September 8, 2021 MEMP Meeting as presented.  
Votes for: \_\_\_\_\_ Votes against: \_\_\_\_\_ Result: \_\_\_\_\_

9. **Business arising from the September 8, 2021 MEMP Meeting:**
- Committee will follow-up on next steps and actions items.
10. **CAO Report**
- a. **Financial/Variance Report:**
- i. Provincial Credit Union Account Balances at September 13, 2021:
- |  |             |
|--|-------------|
| a. Share 001   | \$5.30      |
| b. Chequing 010  | \$66,014.28 |
| c. Savings 020 (Reserve)( <i>for future project</i> )  | \$35.53     |
| d. Gas Tax Acct 00011                                  | \$83,399.68 |
| e. Gas Tax GIC ( <i>for future approved projects</i> ) | \$50,300.00 |
| f. Savings GIC ( <i>for future project</i> )           | \$45,000.00 |
- Expenditures and Revenues are on-track to-date.
- c. **Municipal Office Opening:**
- ii. The fully-accessible RMB Municipal Office, is open to the public, with limited hours for the first year, on September 1, 2021. The office will be staffed with a combination of CAO and two Part-time staff:
- a. Jill, who is working on Projects (currently MEMP), and
  - b. Ashley, who is working on office reception, municipality training, and a host of office duties.
- iii. To enable completion of the office set-up, acquisition and development of municipal handouts, the CAO is suggesting that we have an Official Public Open House some time in October (to be determined).
11. **Per Agenda Item four (4) above - New Business for the Agenda \_\_\_\_\_?**
12. **Next Scheduled Meetings:**
- a. **MEMP Planning Committee Meeting** – scheduled for Wednesday, October 13, 2021 at 7:00 PM in the Upstairs Hall at Wood Islands Village – *this meeting is tentative, depending on the results of the MEMP Action items.*
- b. **Regular Council Meeting** – scheduled for Wednesday, October 20, 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.**