

# *Rural Municipality of Belfast (RMB)*

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

## **GAS TAX COMMITTEE MEETING - MINUTES**

Wednesday, March 2, 2022 at 7:00 PM

*Municipal Office, Wood Islands Village*

### ***In Attendance:***

Committee:	Councillor Andy Henry (Chair)(Voting)	Councillor Lynn Docherty (Voting)
	Mayor Garth Gillis (Ex-Officio - Voting)	Councillor Joanne Vessey (Voting)
Administration:	CAO Bob Brooks (Non-Voting)	Ashley Feschuk (Non-Voting)

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### **Item      Order of Business**

1. **Call to Order** – The meeting was called to order by the Chair at 7:00 PM
2. **Covid-19 Restrictions** – per Provincial Covid-19 restrictions: a maximum meeting room limitation of 9 people allowable with 6-foot distancing and masks in this meeting room.
3. **Declarations of Conflict of Interest** – No conflicts with today’s Agenda.
4. **Approval of Agenda** – There were no other suggested Agenda Items.

**Moved** by **Councillor Docherty** and **seconded** by **Mayor Gillis** to adopt the agenda as presented.

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

5. **Gas Tax Program - Status and Path Forward Recommendation** – as part of the 2019/2024 Gas Tax Funding Program – In 2019, Council forwarded (8) Projects to the PEI/Infrastructure Secretariat for approval that would use up RMB’s allotment for Gas Tax Funding.

The PEI/Infrastructure Secretariat later, only approved (7) of the (8) Projects; however, after adjustments to the WIADC Proposal, the PEI/Infrastructure Secretariat approved all (8), in the amount of \$352,462 (*see attached summary*).

As a result of a successful bid process for the RMB Official Plan and Development Bylaw Project, which came in at less than half of the expected cost; the 2019/2024 RMB Gas Tax Fund ended up with \$55,956 left over.

The CAO was informed in January 2022, that the PEI/Infrastructure Secretariat would be withholding \$47,903 of already approved funds, until the additional \$55,956 was re-allocated. This re-allocation needs to be done as soon as possible.

The CAO has identified two options for Committee consideration:

**Option 1:**

At a recent meeting regarding the Wood Island Revitalization Plan, of which many RMB Councillors attended; the Wood Island Area Development Corporation (WIADC) introduced a number of projects that RMB could participate in.

Upon further discussions with WIADC, it was identified that the project that was most in need, the project that needs to be done over the next two years, and the project that fits in perfectly with the amount of funds that RMB has available (.10 cents on the dollar); is the Wood Islands Lighthouse Refurbishment Project, which is hoped to start in the 2022/2023 fiscal year.

The CAO would work together with WIADC (*2-week time-frame*), to complete the application for PEI/Infrastructure Secretariat approval (*4-week time-frame*). There should be no problem meeting the PEI/Infrastructure Secretariat criteria as they had already approved a similar (less-extensive project), the Point Prim Lighthouse Project.

If all that works out, the CAO/Committee Chair would present the project to Council for approval (*2-week time-frame*). If it does not work out, the CAO will bring the item back to Committee. Estimated time to start WIADC project (*8 weeks*).

*Or*

**Option 2:**

Committee has the option to again do a general public call for proposals for the remaining \$55,956.

The Project Categories available to RMB include:

- a. Community Energy Systems
- b. Recreational Infrastructure
- c. Cultural Infrastructure
- d. Tourism Infrastructure
- e. Capacity Building
- f. Sport Infrastructure
- g. Broadband Connectivity

Should Committee/Council decide to go that route; the process would be:

- a. A call for Proposals (*6-week time-frame*)
- b. Committee Deliberations (*2-week time-frame*)
- c. Council Deliberations (*2-week time-frame*)
- d. PEI/Infrastructure Secretariat approval process (*4-week time-frame*)
- e. Council finalization (*2-week time-frame*)
- f. Estimated time to start selected project (*16 weeks*)

**Discussion:**

Committee discussed both options for utilizing the remaining RMB allotment for Gas Tax Funds. They weighed the benefits of looking for other ideas for projects, what the economic benefit implications of both options, and what timelines would be work for the Municipality. After discussing the shown options and other possible options; Committee came up with a recommendation for Council consideration.

**Recommendation to Council:**

**Moved** by **Councillor Vessey** and **seconded** by **Mayor Gillis** that Council proceed with the Gas Tax Committee Recommendation to finalize a Wood Island and Area Development Corporation proposal for the remaining 2019/2024 Gas Tax Funds for the Municipality in the amount of \$55,956.

6. **No New Business for the Agenda**

7. **Next Meeting:**

- a. **Regular Council Meeting** – the next regular meeting of Council is scheduled for Wednesday, March 16, 2022 at 7:00 PM in the Upstairs Hall at Wood Islands Village.
- b. **Gas Tax Grants Committee Meeting** – not expected to meet again, possibly for a few months. As a result, the Minutes from this meeting will be scheduled to be approved at the March 16, 2022 Council Meeting.

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

**Moved** by **Councillor Docherty** to adjourn the meeting at: **7:47 PM**.

Approved on: **March 16, 2022**

**Signature and Seal on file**

Chair – Councillor Henry

**Signature and Seal on file**

CAO – Bob Brooks