



Rural Municipality of Belfast

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

COUNCIL MEETING - AGENDA

Wednesday, June 15, 2022 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	Ashley Feschuk

Item Order of Business

1. **Call to Order** – Council to be called to order at 7:00 PM
2. **Covid-19 Restrictions** – no capacity limits; 6-foot distancing and masking optional
3. **Declarations of Conflict of Interest** – Do any members of Council have a conflict of interest with any items on today’s Agenda?
4. **Approval of Agenda** – Any other suggested Agenda Items? (*To be placed under Item 9*)

Moved by _____ and **seconded** by _____ to
adopt the agenda as presented.

Votes for: ____ Votes against: ____ Result: _____

5. **Adoption of May 18, 2022 Council Meeting Minutes** (*previously distributed – all changes received to-date by Council have been incorporated*).

Moved by _____ and **seconded** by _____ to
approve the Minutes of the May 18, 2022 Council Meeting as presented.

Votes for: ____ Votes against: ____ Result: _____

6. **Business arising from the May 18, 2022 Council Meeting**

- a. **Health Wellness Steering Committee Matter** – Now a standing Agenda Item – there is no update for this month on the possible Health and Wellness Center, being spearheaded by the Belfast Community Development Corporation.
- b. **Official Plan and Development Bylaw Update (Fotenn Consulting Inc.)** – As a reminder, the agreed to schedule is as follows:
 - i. Draft Official Plan and Development Bylaw to RMB by June 30th;
 - ii. RMB initial comments to Fotenn by July 15th;
 - iii. Revised Draft will be posted for Public Meeting between July 22nd – Aug 2nd;
 - iv. First Public Meeting on Draft on August 16th;
 - v. Follow-up on Regular Public Council Meeting on August 17th;
 - vi. Final Revisions to RMB by September 9th;
 - vii. Public Council Meeting on September 14th to adopt Plan and Bylaw; and
 - viii. Adopted Plan and Bylaw sent to Province on September 15th.

The CAO contacted the Province to get a better understanding of the scale of activity that RMB can expect, once the Official Plan and Development Bylaw is in place. The Province provided RMB with the following five-year statistics:

RMB (Belfast) Area – Development Permits Approved:

2017	2018	2019	2020	2021	Total
27	20	25	40	54	166

RMB (Belfast) Area – Subdivision Applications/Lots Approved:

2017	2018	2019	2020	2021	Total
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Applications:

16	4	9	15	10	54
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Lots Approved:

16	7	14	18	12	67
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At present, it is estimated, that level of activity may require an additional half-time staff person, or the contracting of a Development Officer services, or a combination of both. Those types of details will be worked out through and during this Official Plan process.

7. **CAO Financial/Variance Report +**

i. **Provincial Credit Union Account Balances at June 8, 2022 Statement:**

a. Share 001	\$5.30
b. Chequing 010	\$96,309.52
c. Savings 020 (Reserve)	\$36.45
d. Savings Reserve GIC/Int. (<i>project to be determined</i>)	\$45,213.16
e. Gas Tax Acct 00011	\$21,817.89
f. Gas Tax GIC/Int. (<i>for previously-approved GT projects</i>)	\$50,449.94

Expenditures and Revenues are on track to-date.

8. **Public Input/Presentations regarding any items on today's Agenda, or other items? (*Five minutes is allotted for each speaker/presentation*)** – None requested at time Agenda.

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

- a. _____
- b. _____

10. **Municipal Election Update** – The General Municipal Election for RMB for the election of Mayor and Council is scheduled for November 7, 2022. In preparation for this Election, an Election Office, a Municipal Election Officer, a Deputy Election Officer, and a Returning Officer, will need to be identified, and approved by Council by Resolution:

- a. **Municipal Election Office** – RMB Municipal Office (13056 Shore Road - Unit 103, Wood Islands), where Advance Polling will also take place. The Election Day Voting will take place in the Upstairs Meeting Hall at the Wood Islands Village.
- b. **Municipal Election Officer (MEO)** – RMB CAO – Mr. Bob Brooks
- c. **Deputy Municipal Election Officer (DMEO)** – RMB Administration – Ms. Ashley Feschuk
- d. **Returning Officer (RO)** – Ms. Jill Harris

Resolution # RES2022 - 001

Be it Resolved – that for the upcoming Rural Municipality of Belfast Election of Mayor and Council, establishment of the following:

- A. **Municipal Election Office** - Office at 13056 Shore Road, Wood Islands – be appointed;
- B. **Municipal Election Officer** - Mr. Bob Brooks – be appointed;
- C. **Deputy Municipal Election Officer** - Ms. Ashley Feschuk – be appointed; and
- D. **Returning Officer** - Ms. Jill Harris – be appointed.

Moved by _____ and **seconded** by _____ to adopt **Resolution # RES2022 - 001** as presented.

Votes for: _____ Votes against: _____ Result: _____

11. **Next Meeting:**

- a. **Tentative July 6, 2022** - There is no Regular Council Meeting scheduled for July (per adopted calendar); however, there may be a need for a Special Council Meeting to discuss the Draft Official Plan and Development Bylaw where Council will provide initial comments. As these are initial comments only, from each of the individual Council Members, this process may be achievable through email – to be determined.
- b. **Public Meeting on Official Plan and Development Bylaw** - scheduled for August 16, 2022 at 7:00 PM in the Upstairs Hall at Wood Islands Village.
- c. **Regular meeting of Council** - scheduled for Wednesday, August 17, 2022 at 7:00 PM in the Upstairs Hall at Wood Islands Village.

12. **Adjournment** – As there is no further business...

Moved by _____ to adjourn the meeting at: _____