

Rural Municipality of Belfast

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

COUNCIL MEETING - MINUTES

Wednesday, November 17, 2021 at 7:00 PM

Upstairs Hall, Wood Islands Village

Participants:

Council:	Mayor Garth Gillis (Chair)	Deputy Mayor Virginia Cooke
	Councillor Andy Henry	Councillor Billy Gamble
	Councillor Joanne Vessey	Councillor Mary Mecher-Carlson
	Councillor Lynn Docherty (<i>arrived at 7:30 PM with contest winner</i>)	
Administration:	CAO - Bob Brooks	Administration - Ashley Feschuk

Item Order of Business

1. **Call to Order** – Mayor Gillis called the meeting to order at 7:00 PM.
2. **Covid-19 Considerations** continue to be in place, with a maximum meeting room limitation of 21 people (7 Council, 2 Admin, 11 Public). Additionally: double-vaccine is required for attendance, and masks, gloves, and bottled water are available. A contact tracing list is also maintained. (*All those in the meeting room confirmed to have been Double Vaccinated*).
3. **Declarations of Conflict of Interest** – Do any Council members have a conflict of interest with any items on today's Agenda? **Yes - Councillor Docherty with Agenda item 5.**
4. **Approval of Agenda** – Are there any other suggested Agenda Items for this meeting? No items were suggested.

Moved by Councillor Carlson and seconded by Deputy Mayor Cooke to adopt the agenda as presented.

Votes for: 5 Votes against: 0 Result: **Carried Unanimously**

5. **Winner of the RMB Logo Contest!** – During the month of October, the Rural Municipality of Belfast (RMB) held a Logo Contest with the Belfast Consolidated School Students. The idea was to help RMB arrive at a concept that would help us create a Logo for the Municipality. The Winning Submission would receive a prize package, filled with sweets and treats purchased from the Sweet Factory, right here in Wood Island Village. Additionally; the Winner's whole Homeroom Class, will be treated to a Pizza Lunch! (*to be arranged with the School, and we'll also include all the students that participated*).

Council Members voted on the submissions from the School Students, and RMB is very pleased to announce that **Ben Docherty** is the Winner of the RMB Logo Contest!

Ben was then invited to the front, to accept his prize, and stand with his submission. The prize was presented by Mayor Gillis and a photo was taken.



Thank-you to all those students who participated in our contest – very much appreciated.

6. **Adoption of October 20, 2021 Council Meeting Minutes** (*previously distributed*)

Moved by **Councillor Vessey** and seconded by **Councillor Gamble** to adopt the Minutes of the October 20, 2021 Council Meeting as presented.

Votes for: 5 Votes against: 0 Result: **Carried Unanimously**

7. **Business arising from the October 20, 2021 Council Meeting:**

- Three items from this meeting are on today’s Agenda. (*Items: 8.b.ii, 8.b.iii, and 8.b.iv*)

8. **CAO Report**

a. **Financial/Variance Report:**

i. Provincial Credit Union Account Balances at November 9, 2021:

a. Share 001	\$5.30
b. Chequing 010	\$69,873.63
c. Savings 020 (Reserve)	\$36.40
d. Gas Tax Acct 00011	\$47,244.63
e. Gas Tax GIC (<i>for future approved G.T. projects</i>)	\$50,300.00
f. Savings GIC (<i>for future Municipal project</i>)	\$45,000.00

Expenditures and Revenues for the 2021/2022 fiscal year are currently on-track.

b. **RMB Events:**

- ii. The **RMB Municipal Office Open House** took place on Friday, October 29th. A special thankyou to Deputy Mayor Cooke and Councillor Carlson for stopping by to greet the visitors. We also used the opportunity to hand out Municipal Brochures and Halloween loot bags. Thanks for all those that dropped by.
- iii. **Halloween at Wood Islands Village** – RMB provided 75 pre-packaged Loot Bags to give away at the Halloween event at the Wood Island Village. By all accounts, the event was a great success. ***It was suggested that next year, in addition to the Loot-Bag contribution, RMB could also provide an active presence for some of the activities (will be discussed during next year’s planning).***
- iv. **“2021 Lights” at Wood Island Village** – RMB and the Wood Islands Area Development Corporation (WIADC), is teaming up for the 1st Annual Christmas Sing-a-Long and Tree-Lighting Event for the Wood Islands Village.

The plan is to build on this event each year. The event will include: Christmas Carols, Christmas Tree and Courtyard Lighting, Hot Chocolate and Cider, and even a visit from Santa (*if everyone is NICE!*) The event is taking place at the Wood Islands Village on December 4th from 5:PM – 6:PM (*ish*). Hope to see you all there... ***It was also noted that there will be two additional work parties for putting up the decorations, tree, etc. November 20th and November 27th, from 1:PM to 4:PM. Bob and Ashley to send out reminder notices.***

- v. **Gingerbread House Contest?** – it was suggested that we should also include a Gingerbread House Contest at this year’s Tree-Lighting Event. ***Council agreed. An area will be set up for people to bring their gingerbread houses (under the Sweet Factory Overhang). The area will be managed by Councillor Docherty, and judged by the Mayor and Deputy Mayor. There will be three prize gift-certificates awarded from Chapters/Indigo (\$25, \$15 and \$10).***
 - vi. **RMB’s Website** – With all the changes and activities being hosted now by RMB, a major update is required for our website, to bring it up-to-date and to add features to the RMB Website. This will be done over the months of November and December and the progress will be brought forward at the January Council Meeting.
9. **2022 Regular Council Meeting Calendar** – For planning purposes, for public information purposes, and as per *Municipal Government Act* (section 110 [3]) requirements, a schedule of Regular Council Dates for the 2022 calendar year is presented. The meeting dates will be posted on RMB’s Website, RMB’s Facebook Page, included within the Belfast Lions Club 2022 Calendar, the Belfast Newsletter, and the Municipality Bulletin Board. Dates can be changed or cancelled as required. Proposed Regular Council meeting dates will continue to take place on the 3rd Wednesday of each month (with the exception of July and December) (10 Regular Council Meetings in all), and will continue to start at 7:00 PM at the Wood Island Village. Special Council Meetings and Committee Meetings will be called as required.

Regular Council Meeting Dates for the 2022 Calendar Year:

- | | |
|---------------------|-----------------------|
| 1) January 19, 2022 | 2) February 16, 2022 |
| 3) March 16, 2022 | 4) April 20, 2022 |
| 5) May 18, 2022 | 6) June 15, 2022 |
| 7) August 17, 2022 | 8) September 21, 2022 |
| 9) October 19, 2022 | 10) November 16, 2022 |

Moved by Councillor Henry and seconded by Deputy Mayor Cooke to adopt the **2022 Regular Council Meeting Calendar as presented.**

Votes for: 5 Votes against: 0 Result: **Carried Unanimously**

10. **2022/2023 RMB Community Grants** – Each year RMB offers the residents and organizations of the Municipality, an opportunity to apply for the **Community Grants Program**. This annual Program is offered to provide financial assistance to groups and individuals offering services, activities and programs in the interest of the Municipality and its residents.

The CAO is looking for confirmation of the process and timelines going forward for the 2022/2023 Program. The CAO **attached** the Draft 2022/2023 Community Grants Application Form for Council's consideration.

- a. Does the Council wish to proceed in a similar fashion as last year's Program, with the dates described, or would Council wish to have this item brought forward to the Grants Committee for consideration? **Council agreed to proceed, similar to last year, with the updated dates.**

7:30 PM - Councillor Docherty arrived, accompanied by Logo Prize Winner (to his surprise)

- b. Each year, the amount of RMB Community Grants given goes up, sometimes in small amounts, other times in large amounts. There has been some talk that the total amount the Program gives out should be capped (at least until Council decides differently). In 2018/2019 the amount given was **\$137, 625**; in 2019/2020 the amount given was **\$141,090**; in 2020/2021 the amount given was **\$146,605** (*\$90,000 Fire, \$56,605 C.G.*); and in 2021/2022 the amount given was **\$171,900** (*\$90,000 Fire, \$60,400 C.G. and \$21,500 Warming Ctr.*). Does Council wish to cap the total amount given for Community Grants for the 2022/2023 Program and until further notice? **Council agreed that there should be a cap, and that the amounts for Fire Protection be separated from Community Grants. The Fire Department will provide their annual ask in January of 2022. The cap for the 2022/2023 Community Grants Program (and until Council changes the cap), will be set at \$64,000. (The CAO will adjust the Application to note that \$64,000 will be available.)**

11. **Per Agenda Item four (4) above - New Business for the Agenda - None**

12. **Next Scheduled Meetings:**

- a. **Regular Council Meeting** – scheduled for Wednesday, January 19, 2022 at 7:00 PM in the Upstairs Hall at Wood Islands Village. (*No December Council Mtg.*)
- b. **Community Grants Committee Meeting** – March 9, 2022

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

Moved by **Councillor Henry** to adjourn the meeting at: **8:08** PM.

...ashley/bob

Minutes Approved On: **February 16, 2022**

Signature and Seal on File

Garth Gillis - Mayor

Signature and Seal on File

Bob Brooks - CAO