



Rural Municipality of Belfast

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

COUNCIL MEETING - MINUTES

Wednesday, September 21, 2022 at 7:00 PM
Upstairs Hall, Wood Islands Village

In Attendance:

Council:	Mayor Garth Gillis (Chair)	(X) Deputy Mayor Virginia Cooke (<i>regrets</i>)
	Councillor Lynn Docherty	Councillor Billy Gamble
	Councillor Andy Henry	Councillor Joanne Vessey
Administration:	CAO Bob Brooks	Ashley Feschuk

Item **Order of Business**

1. **Call to Order** – Council meeting called to order by Mayor Gillis at 7:00 PM
2. **Covid-19 Restrictions** – no capacity limits; 6-foot distancing and masking optional
3. **Declarations of Conflict of Interest** – There were NO declarations of conflict of interest from any members of Council with any items on today's Agenda.
4. **Approval of Agenda** – There were three additional items added to today's Agenda and placed under Item 13.

Moved by **Councillor Henry** and seconded by **Councillor Docherty** to adopt the agenda as amended.

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

5. **Adoption of August 17, 2022 Council Meeting Minutes** (*previously distributed – all changes received to-date by Council have been incorporated*).

Moved by **Councillor Gamble** and seconded by **Councillor Vessey** to approve the Minutes of the August 17, 2022 Council Meeting as presented.

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

6. **Business arising from the August 17, 2022 Council Meeting**
 - a. **South Pinette Park** (a possible project of BCDC) – The CAO had a chance to meet with the Belfast Community Development Corporation (BCDC's) CEO – Barry Galloway last week. In that meeting, it was confirmed that all the work that has already been done at the Park, was done by the Province; doing their scheduled upgrades for 2022.

BCDC is still in discussions with the proponent of a possible Hotel Project. Once a firm proposal is created, BCDC has committed to bringing the proposal to RMB to be discussed at a public Council Meeting. This will allow BCDC an opportunity to hear feedback on the proposal. Date of that meeting is yet to be determined.

- b. **RMB Municipal Office - New Hours** – On September 6th, right after Labour Day; the new RMB Municipal Office Hours came into affect, which now meets the ***Municipal Government Act*** (MGA) mandate of 20 hours per week; 5 days per week. One of the last few MGA required milestones to be met for this Council term.
 - c. **WIADC Library Kiosk (*Little Dory – Full of Stories*)** – The new Library Kiosk in Wood Islands is up and running to great success, with a turn-around of books happening daily. Many thanks to RMB’s own Ashley Feschuk who is the very first ‘Steward’ of the Library, that helps to ensure everything runs smooth. Congratulations on a great opening. The CAO also confirmed that RMB will also be donating funds to the project. Council congratulated RMB, WIADC and Asley Feschuk in particular as the Library’s first ‘Steward’ – ***Well Done!***
7. **Adoption of September 7, 2022 Community Grants Committee Meeting Minutes** (*for approval by Committee Members only, as no future Community Grants Committee meetings are scheduled at this time*). (*Presented by Committee Chair – Councillor Billy Gamble*).

Moved by ***Mayor Gillis*** and seconded by ***Councillor Gamble*** to approve the Minutes of the September 7, 2022 Community Grants Committee Meeting as presented.

Votes for: 2 Votes against: 0 Result: ***Carried Unanimously***

8. **Business arising from the September 17, 2022 Community Grants Committee Meeting:** (*presented by Committee Chair – Councillor Billy Gamble*).
- a. **Community Grants Committee Recommendation to Council** - During the Community Committee Meeting of September 7th, Members discussed possible changes to the current Policy regarding:
 - i. **Not For Profit Statis,**
 - ii. **Private Business Operations,**
 - iii. **Mosquito Abatement Programs, and**
 - iv. **Liability Insurance.**

Following Committee discussion and concurrence, Committee agreed to recommend to Council to:

- I. Amend the wording in the ***Purpose*** in the Community Grants Program Policy to incorporate: ***registered not-for-profit, community groups/development corporations, and volunteer individuals/organizations;***
- II. Amend the wording in the ***Eligibility*** in the Community Grants Program Policy to remove from eligibility: ***typical for-profit businesses;*** and
- III. Amend the wording in the ***Eligibility*** in the Community Grants Program Policy to include a requirement that: ***Only individual grants of \$50,000 or more, will require recipients to have a minimum \$1,000,000 liability insurance.***
- IV. The discussion item to remove the ***Mosquito Abatement Programs*** from eligibility ***was not accepted.***

The amended Policy in **TRACK CHANGES** was **provided** for clarity. Should Council accept the Committee Recommendations for amendments, the track changes will be accepted, and a clean Policy document will be presented to the Mayor and CAO for signatures. Council accepted the Recommendation in the following motion:

Moved by **Councillor Vessey** and **seconded** by **Councillor Docherty** to adopt the Recommendations of the Community Grants Committee for amendments to the Community Grants Program Policy as presented.

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

9. **Public Presentations regarding items on today’s Agenda or other items? (No requests for Public Presentations for this meeting)**
10. **CAO Financial/Variance Report (presented by the CAO)**
- i. **Provincial Credit Union Account Balances at September 13, 2022:**
- | | |
|--|-------------|
| a. Share 001 | \$5.30 |
| b. Chequing 010 | \$58,178.47 |
| c. Savings 020 (Reserve) | \$36.51 |
| d. Savings Reserve GIC/Int. (<i>project to be determined</i>) | \$45,292.50 |
| e. Gas Tax Acct 00011 | \$80,408.90 |
| f. Gas Tax GIC/Int. (<i>for previously-approved GT projects</i>) | \$50,501.20 |
- Expenditures and Revenues are on track to-date.
 - \$20,000 will be moved from our General Acct. to our Reserve GIC Acct., this request was already made, but has yet to be completed by bank.
 - Though the Project for the Reserve Fund has yet to be determined, it is very possible that an expansion of our RMB Office may be required in the foreseeable future.
11. **Municipal Election Update** – The General Municipal Election for RMB for the election of Mayor and Council is scheduled for **Monday, November 7, 2022**. In preparation for this Election, an Election Office, a Municipal Election Officer (MEO), a Deputy Election Officer (DMEO), and a Returning Officer (RO), have already been identified and appointed.
- First Phase Election Training has been booked for the MEO and the DMEO on September 28th, and
 - First Phase Election Training has been booked for the RO on September 29th.
 - Second Phase Training will only go ahead, if there is not an Acclamation.
 - Nomination Packages (electronic and hard-copy) will be available for anyone wishing to run for Mayor or Council, by the first week in October, and
 - Nominations will officially open on **October 12th** and run through until **October 21st at 2:00 PM**.
12. **Official Plan and Development Bylaw - Public Meeting** – Monday, September 12th saw RMB host a public meeting where the residents of RMB could see first-hand, a presentation on the DRAFT Official Plan and Development Bylaw. We are very pleased to report a full-house for the meeting. More than 85 people attended the meeting in person, along with approximately 60 people tuning into the live-streaming on our Facebook site.

Our contracted Planners (Fotenn Consultants Inc.) (Matt McElligott and Jamie Posen), did a wonderful job of giving an overview of the Draft Plan and Bylaw documents; then answering the questions posed by the residents. For their part, the residents brought a plethora of well-researched and thoughtful questions that challenged the presenters.

In addition to what was heard at the public meeting, and what was already provided by email; Fotenn has given the residents until Sunday at 6:00PM, to provide any additional comments on the Draft Documents.

The Process moving forward includes:

- Fotenn to take all comments heard to-date, and by the 18th of September, and incorporate those comments into the new Drafts;
- Fotenn will provide:
 - New Drafts to RMB by October 5th;
 - Track-Change documents that shows the changes; and
 - A Table that shows the comments, and the resulting additions or rejections (and why) in the New Draft documents.
- RMB will post those documents on its RMB Website;
- RMB will place this item on its next public meeting - Council Agenda (October 19th) for approval or continuance;
- Once adopted, RMB will work with the Province toward the best date to have the adopted Official Plan and Development Bylaw come into force; and
- In the meantime, RMB will continue to plan and budget for the eventual implementation of the RMB Official Plan and Development Bylaw.

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

- a. **EMO/MEMP in preparation for the FIONA Hurricane** – Councillor Henry brought up the impending Hurricane and the warnings from EMO. Council discussed RMBs' current Municipal Emergency Management Plan and the lessons learned from the inaugural use during the Northumberland Ferry Fire. The CAO noted that due to COVID issues the Belfast Rec Centre has yet to get its Generator installed, but had assurances that it should be installed in October. RMB will continue to look for alternatives until the Belfast Rec Centre/Warming Centre is usable and is also working with the Wood Islands and Area Development Corporation as a possible future alternative.
- b. **Firehall Update** – Councillor Vessey presented Council with its latest President's Report and Budget. Councillor Vessey also detailed the Belfast Rural Fire Department activities and plan to purchase a used Pumper Truck. Unfortunately, there are no programs for such a purpose sponsored by the Province of PEI. As a heads up, Councillor Vessey noted that there may need to be a request for a larger allocation in the upcoming RMB budget, depending on the result or success of the attempted Pumper Truck purchase.
- c. **Gas Tax Funds** – Mayor Gillis asked if there were any Gas Tax funds still available in the current 2019-2024 Gas Tax Cycle. The CAO confirmed that all Gas Tax Funds have already been committed for this cycle, but that regardless, Gas Tax Funds ***cannot*** be used for Firehalls. Should funds come available in the near future, those funds would be brought to the attention of the Gas Tax Committee and Council for a discussion on how to allocate those funds.

14. **Next Meetings:**
- a. **Regular Meeting of Council** - scheduled for Wednesday, October 19, 2022 at 7:00 PM in the Upstairs Hall at Wood Islands Market.
 - b. **Election Day (Voting)** - scheduled for Monday, November 7, 2022 from 9:00 AM - 7:00 PM in the Upstairs Hall at Wood Islands Market (only if no acclamation is declared TBD).
 - c. **Final Meeting of (this term) Council** - scheduled for Wednesday, November 16, 2022 at 7:00 PM in the Upstairs Hall at Wood Islands Market.
 - d. **First Meeting of (new term) Council** - scheduled for Wednesday, December 7, 2022 at 7:00 PM in the Upstairs Hall at Wood Islands Market – for Official Swearing In.
15. **Adjournment** – As there is no further business...

Moved by **Councillor Gamble** to adjourn the meeting at: **8:24PM**.

Minutes Approved on: _____

Mayor Garth Gillis

CAO Bob Brooks

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