



Rural Municipality of Belfast

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

COUNCIL MEETING - MINUTES

Wednesday, October 19, 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 Joanne Vessey
Administration: CAO Bob Brooks Ashley Feschuk
Public: Three members of the public were in attendance

Item Order of Business

1. **Call to Order** – Council meeting called to order by Mayor Gillis at 7:00pm
2. **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.
3. **Approval of Agenda** – There were two additional items added to today’s Agenda and placed under Item 12.

Moved by Deputy Mayor Cooke and **seconded** by Councillor Henry to adopt the agenda as amended.
Votes for: 5 Votes against: 0 Result: **Carried Unanimously**
4. **Adoption of September 21, 2022 Council Meeting Minutes** (*previously distributed*).

Moved by Councillor Docherty and **seconded** by Councillor Vessey to approve the Minutes of the September 21, 2022 Council Meeting as presented.
Votes for: 5 Votes against: 0 Result: **Carried Unanimously**
5. **Business arising from the September 21, 2022 Council Meeting**
 - All follow-up items on today’s Agenda
6. **Public Presentations regarding items on today’s Agenda or other items.** (*There were NO requests for Public Presentations for this meeting*)
7. **CAO Financial/Variance Report** (*presented by the CAO*)
 - i. **Provincial Credit Union Account Balances at October 12, 2022:**

a. Share 001	\$5.30
b. Chequing 010	\$63,204.34
c. Savings 020 (Reserve)	\$36.54
d. Savings Reserve GIC/Int. (<i>project to be determined</i>)	\$45,292.50

- e. Gas Tax Acct 00011 \$80,405.90
- f. Gas Tax GIC/Int. (*for previously-approved GT projects*) \$50,501.20

- Revenues and Expenditures are currently on track to-date; however, the Fiona Hurricane is expected to affect Expenditures due to cancelled or changed events, increased short-term wage expenditures, and whether there is an Election or an Acclamation.
- Due to the storm, I was unable to follow-up on why the \$20,000 has yet to be transferred into the Savings GIC Acct. even though it was previously instructed – to be done in October.
- The Identified Project for the Savings/Reserve Fund is unidentified at this point. It is recommended to keep it that way for now, as the necessity for a New/Expanded Office is still to be determined, and costs for a few different options are also yet to be determined. The results of the Official Plan and Development Bylaw (and timing) will need to be completed before that information can be determined.

8. **Hurricane FIONA and Resulting Warming Centre Update** (*Report provided by Jill Harris {attached} - Update provided by CAO Bob Brooks along with a Donation attachment*):

- Hurricane FIONA struck PEI on September 23 and 24, 2022; resulting in massive destruction; hundreds of thousands of trees down; and power outages across the Island, many for 20 days or more.
- Through a very generous partnership arrangement between the Rural Municipality of Belfast, Northumberland Ferries Limited, and Wood Islands and Area Development Corporation, a Community Warming Centre was set up on September 27, 2022. The Warming Centre operated from September 27th through to October 11, 2022.
- While the PEI Emergency Measures Organization is covering the cost of the food, a number of patrons provided a tip/donation for the efforts of the staff and volunteers who worked the counter.
- The CAO put those donated funds toward another RMB and WIADC Project, the **Little Dory Library Kiosk**. The funds were dispersed to WIADC toward the Library Project on October 12th.
- Additionally, amongst the generous donations, six commemorative coins were presented to the staff to help mark the FIONA event and in recognition of the staff's efforts. **Thank you, Ms. Clair Goulet**, for your thoughtful generosity. One of those coins will be framed and put up in the RMB Office to mark the event and the generosity and hard work of a Municipality coming together in a crisis.
- The Warming Centre operated at the Northumberland Ferries Limited Terminal from September 27, 2022 through and including October 11, 2022.
- **A HUGE thankyou to the Sponsors, the Staff, and all the Volunteers that made this happen! Council also wanted to give a special Shout-out and thankyou to both Jill Harris and Ashley Feschuk for their dedication and countless hours that made this Warming Centre a reality. Thankyou, Thankyou, Thankyou!**
- Based on our experience with the aftermath of Hurricane Fiona a plan is now in effect for a simple Soup Kitchen/Warming Centre (able to be put in place at a moments notice) with enough supplies to get things started (for a few days) in the event of another emergency (until we are up and running). Supplies for this are being stored at the RMB office.

9. **Official Plan and Development Bylaw - Deferral** - Monday, September 12, 2022 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. From that meeting, the Planners (FOTENN Consulting); took back all the comments, emails and notes, to create a New Draft that reflected or spoke to those comments.

FOTENN provided the New Drafts for Council and the Public to scrutinize and provide additional comment and direction. Unfortunately, due to the continued power outages across the Island and across the Municipality; it was felt that ALL parties needed more time with the New Drafts. In a conversation with Mayor Gillis and the CAO, it was decided that this item needed more time for consideration and more work. Consequently, this item is deferred to a future date; to be announced.

CAO Bob Brooks is working on a new document that eliminates personal information but will show all the questions that were submitted regarding these documents along with answers directly from FOTENN. Expect to see these on our website soon. Ashley will post on social media when it is ready for review and council will receive a copy via email.

10. **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 completed by the MEO, DMEO and the RO.
 - Second Phase Election Training will only take place if an Election is required.
 - Posters and Advertising for the Nomination Packages went out starting on October 5, 2022.
 - **Nominations Opened** and Nomination Packages became available on our Website on **October 12, 2022**.
 - Due to the power outage in the RMB Office; the CAO started delivering Nomination Forms/Packages on October 12, 2022.
 - Nominations will officially **Close** on **October 21, 2022**.
 - If a **Nomination Extension** is required, it would run from **October 21st** through **October 28th**.
 - If after the Nomination Period, an Acclamation is declared, no election will be necessary on November 7th.
 - If an Election is required; the MEO, DMEO, the RO, and the Candidates, will proceed with the Election Process.
 - To-date, there more than enough Candidates. Council requires 1 Mayor and 6 Councillors for a full Council. (**Update 1 Mayor and 7 Councillors have submitted nominations by Nominations Close**).
11. **Upcoming Events that involve RMB:**
- **Halloween** – RMB has 70 Halloween Packages prepared, to give away to kids on Halloween. Originally, a drive-through Halloween Event was going to take place through the Wood Islands Village. However, due to the present and lingering debris from FIONA, still on site, RMB is cooperating with WIADC and other contributors on an alternate plan (still in the works – probably given out at the School). Announcements for the distribution of the ‘loot’ will be made once finalized.

- **Remembrance Day** – As per usual, two wreaths (through the Eldon Legion) have been purchased to commemorate Remembrance Day Services. At this time, RMB needs two members of Council to present the wreaths (one Council Member for each of the two Remembrance Day locations): **Councillor Vessey - Belfast** and **Mayor Gillis - Iona**.
- **Christmas Tree Lighting Event** – originally planned this year to take place on Saturday, November 26th; due to continued outages in some areas, massive ongoing clean-up that is required by everyone, the unfinished work in the Wood Islands Village, and an Election (and follow-up) that will consume all of Council's and Staff time; It was felt it was appropriate to cancel this event for this year, and plan for next year.
- **PA/Sound System** – The CAO Bob Brooks has looked into purchasing a PA/Sound System for use in the Courtyard, after comments that our events could not be heard by the public. One quote shows that the cost will likely come in at around \$4,000. This item is to be discussed for inclusion into the next fiscal year's budget.

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

- **Potential Candidates for our General Election** – with the close of Nominations about to happen on October 21st, Council and the public had a brief discussion on likely candidates. Unless self-declared, the actual names of the Nominees could not be revealed. That said it looked like RMB would have more than enough Nominees to fill the next Council.
- **Warming Centre Generators Status** – RMB is looking to have two separate locations for Warming Centres (only one used at a time, depending on the emergency and its location). **Belfast Rec Centre** was provided funding from the GPEI and RMB – it is now on the ground and should be installed by the end of October 2022. **WIADC** is our second alternate and both RMB and WIADC are working with PEI EMO to find a process/funding to acquire the needed generator. WIADC has already reached out to get an assessment of the size of the generator that they would actually need. (to be announced).

13. **Next Meetings:**

- **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*).
- **Final Meeting of (this term) Council** - scheduled for Wednesday, November 16, 2022 at 7:00 PM in the Upstairs Hall at Wood Islands Market.
- **New Council Orientation Meeting** - to be determined. To be held prior to Swearing In.
- **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.

14. **In-Camera Human Resource Matter** – (*this meeting will involve Council Members and the CAO only, in a Confidential Human Resource Matter*), (*no minutes are taken for In-Camera Items*) (*those not involved in the HR discussion left the room*)

Moved by **Councillor Henry** and seconded by **Councillor Vessey** to move In-Camera for an HR Matter.

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

In-Camera Discussion

Moved by **Councillor Gamble** and **seconded** by **Councillor Henry** to move Out of In-Camera from the HR Matter.

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

Motion out of In-Camera Discussion:

Moved by **Councillor Henry** and **seconded** by **Councillor Docherty** to proceed with the terms of the 2023 CAO Contract as discussed by Council and to be signed off by the Mayor.

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

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

Moved by **Councillor Vessey** to adjourn the meeting at: **9:45 PM.**

Minutes Approved on: _____

Garth Gillis – Mayor

Bob Brooks – CAO

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