



Rural Municipality of Belfast (RMB)

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

COUNCIL MEETING - MINUTES

Wednesday, January 18, 2023 at 7:00 PM

Upstairs Hall, Wood Islands Market

Council: Mayor Garth Gillis (Chair) Deputy Mayor Lynn Docherty
Councillor Katherine Bryson Councillor Trisha Carter
Councillor Billy Gamble Councillor James Kinnee
Councillor Charley McGivern
Administration: CAO Bob Brooks Ashley Feschuk
Public: Three in attendance

Item Order of Business

1. **Call to Order** – Council Meeting was called to order by Mayor Gillis at 7:00 PM.
2. **Declarations of Conflict of Interest** – There were no conflicts of Interest declared for today’s Agenda.

It was requested from the floor that Item 10 be brought forward immediately for the convenience of the public speakers in attendance – the Chair and Council agreed.

10. **Public Presentations** – *Members of the public are offered a 5-minute Presentation on any topic, followed by a questions and answer period by Council.*

Saltwire Flyers in RMB area (Ms. Morrison of Flat River):

Ms. Morrison spoke about the issue of Saltwire flyers being accumulated at the end of her driveway/road on a weekly basis. She has repeatedly reached out to the Saltwire office to ask that the flyers be placed in the mailbox to avoid littering. The flyers are no good when they are soaking wet from being placed on the ground. No response to-date. Ms. Morrison asked if there was something RMB could do, and suggested she could follow-up with Saltwire on the Municipality’s behalf.

It was discussed that this issue was problematic Municipality-wide; including piles of flyers at seasonal residences, and numerous unwanted flyers at each driveway/roadway. The idea of a drop box was suggested at a central location so that residents who want flyers could pick them up.

Mr. MacDonald who also attended the meeting, spoke about how his calls were ignored to Saltwire. He is also concerned about the litter issue and would like to see something done. He mentioned that a charge of littering could possibly be taken through the Environmental Protection Office.

It was offered that RMB could start a formal dialogue with the Saltwire office and see what options could be taken. Deputy Mayor Lynn Docherty offered to assist, and the CAO will also follow-up and keep Council and the public updated on any progress.

3. **Approval of Agenda** – Other suggested Agenda Items for today’s meeting? *Seven additional items were suggested and placed under Item 9 of this Agenda.*

Moved by Deputy Mayor Docherty and seconded by Councillor Carter to adopt the agenda as amended.

Votes for: 6 Votes against: 0 Result: Carried Unanimously

4. **Adoption of the December 7, 2022 Council Meeting Minutes** (*previously distributed – no changes required*).

Moved by Councillor McGivern and seconded by Councillor Gamble to approve the Minutes of the December 7, 2022 Council Meeting as presented.

Votes for: 6 Votes against: 0 Result: Carried Unanimously

5. **Business arising from the December 7, 2022 Council Meeting Minutes** (*there is no business arising from the December 7th meeting, not already on today’s agenda*)

6. **CAO Report** (*presented by CAO Bob Brooks*)

a) **Financial/Variance/Planning Report**

i. **Provincial Credit Union Account Balances at January 12, 2023:**

a. Share Acct 001	\$5.35
b. Chequing Acct 010	\$23,515.61
c. Gas Tax (CCBF) Acct 011 (<i>for approved projects</i>)	\$72,176.44
d. Reserve Savings Acct 020	\$36.68
e. Gas Tax (CCBF) GIC Acct 040 (<i>for approved projects</i>)	\$51,003.44
f. Reserve Savings GICs; Acct 041 & 042	\$65,541.29

(for any future RMB projects – to be determined by Council)

Expenditures, Revenues and Projections for 22/23 have been affected/changed by Fiona, but are over-all on track for the 22/23 fiscal year. That said, all line items are currently being reviewed and tallied to prepare for the 23/24 Budget Recommendations for Council consideration.

ii. **New Strategic Plan for 2023-2026:**

At the beginning of the previous Council term; it was discussed that it would be advantageous to adopt a 4-year RMB Strategic Plan for the duration of the Council Term. In keeping with that premiss, the CAO is looking to budget for a similar Strategic Plan Exercise, which would cover the years 2023-2026. A new Strategic Plan would help define the goals and aspirations of what this new Council would like to achieve over the course of their Council term. The CAO has already started the inquiries to find out how much Council will need to budget for this exercise. It would be planned for some time in the summer if approved. There was some debate over whether this document could be created internally, whether we needed a new one, or if the experience of having it done professionally would be more helpful. Council decided that obtaining a quote would be the next logical step. Council will debate options at the upcoming Budget Meetings in February and March.

Moved by Councillor McGivern and seconded by Deputy Mayor Docherty to include projections for a 2023-2026 RMB Strategic Plan into the DRAFT 23/24 RMB Budget for Council consideration.

Votes for: 5 Votes against: 1 Result: Motion Carried

7. **23/24 Community Grants Program** – administration and procedures are now upon us for the 23/24 Community Grants Program cycle. The call for Community Grants Proposals is now on the RMB Website, along with notifications on RMB’s Facebook site and various Bulletin Boards around our municipality. Applicants have until noon on March 7th to submit their grant applications. The Firehall has notified RMB that they will be requesting \$110,000 for its annual Firehall requirements for Council consideration. On a separate note – **Congratulations** go out to **Councillor Billy Gamble** – once again selected as the Community Grants Committee Chair.

8. **Notice of 23/24 Budget and Financial Plan Meetings** – Notice is hereby given, that RMB will be holding open public meetings on February 15th and March 15th to discuss and ratify RMB’s 23/24 Budget, Financial Plan and Capital Plan for the upcoming fiscal year. These two dates are part of RMB’s regular Council Meeting schedule. Everyone is welcome and encouraged to attend. Should any member of the public wish to be placed on the Agenda to make a presentation to Council in this regard; please contact the RMB Office to make arrangements.

9. **New Business for the Agenda** (*as discussed in Approval of Agenda, Item 3 above*)

There were several items of new business:

 - a. **Warming Centre Generator** (update from CAO) – The Belfast Rec Centre has secured a Generator from Chandler Motor Repair which is fueled by propane. There have been successful discussions with Island Propane to be the supplier and 500 Cylinder tanks will be provided. The CAO will continue to follow-up until the Generator is installed.
 - b. **Post Office** (update from Councillor Carter) – The Belle River Post office is scheduled to open January 26, 2023. It will be located at 1167 Trans Canada Hwy, within the **Galla Designs Studio**. Office Equipment is being delivered on Monday January 23rd. There are no plans to relocate the Community site-boxes.
 - c. **Belfast Fire Hall/Fire Truck and Generators** (update provided by Mayor Gillis) – A bid was made on a new 2013 Pumper Truck in December, which was successful. The equipment is still being negotiated and ownership is set to take place in July 2023. The Fire Hall was given 15 new 3500-Watt Generators from the Province to be distributed to people in need. A list was prepared by the Fire Hall and distribution was based on internal discussions.
 - d. **Islander Day** (update provided by Ashly Feschuk) – Wood Islands and Area Development Corporation has asked us to see if there are any Council Members who might be able to help them with their **Islander Day Event on February 20, 2023** located at the Wood Islands Market. The Women’s Institute is helping with cookies/decorating of cookies and biscuits. If anyone would like to assist, please let me know and I can put you in touch with the organizers.
 - e. **Livestreaming Council Meetings** (update provided by Ashley Feschuk) – A number of requests have been made to RMB about **‘Livestreaming’ the Council Meetings to Facebook**. This method of informing the public has already proved useful in the past when RMB Live-streamed the Public Official Plan discussions with FOTENN in 2022, with over 60 people watching at any given time throughout the meeting. Following discussion, it was decided that a three-month trial would take place, then Council would decide its’ viability.

Moved by Councillor Carter and seconded by Deputy Mayor Docherty to begin a 3-month trial for Livestreaming RMB Council Meetings to Facebook, starting February 15, 2023.

Votes for: 6 Votes against: 0 Result: Carried Unanimously

- f. **Community Pantry** (update provided by Councillor Bryson) – The Pantry, located at GW Vissers on the Trans Canada Hwy, is being used and there is a security camera set up to track how many people are utilizing this service. The current location seems to be convenient for people and there is no plan to move the Pantry in the near future. Refrigerators and Freezers are set up now, which is being undertaken by Uigg Women’s Institute. It was also discussed that the Community Pantry should be encouraged to apply for a Community Grant.

- g. **General Questions** (presented by Councillor Kinnee) –

I. Reserve Savings GICs? The CAO confirmed that the accumulation in the GICs ultimately came from surpluses since 2018, that were earmarked for RMB projects, and that ultimately those surpluses were derived from Assessment Taxes.

II. Correspondence Log? The CAO confirmed that a Correspondence Log is kept in the RMB Office, and can be sent to Council Members on a monthly basis.

III. Visitors Log? The CAO confirmed that RMB does not keep a Visitors Log to the RMB Office, nor has he ever heard of one being taken. Councillor Kinnee suggested we keep one. Others asked to what purpose? While some questioned invasion of privacy? The CAO committed to discussing the issue with Municipal Affairs, and would get back to Council at the next meeting.

11. **Next Meetings:**

- a. **Canada Community Building Fund (CCBF) Committee Meeting** - scheduled for Wednesday, January 25, 2023 at 7:00 PM in the Upstairs Hall at Wood Islands Market.
- b. **Regular Meeting of Council (1st Budget/Financial Plan Meeting)** - scheduled for Wednesday, February 15, 2023 at 7:00 PM in the Upstairs Hall at Wood Islands Market.
- c. **Community Grants Committee Meeting** (meeting to deliberate on Community Grant Applications recommendation) - scheduled for Wednesday, March 8, 2023 at 7:00 PM in the Upstairs Hall at Wood Islands Market.

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

Moved by Councillor Gamble to adjourn the meeting at: 8:31pm.

Ashley/Bob

Minutes Approved On: **February 15, 2023**

Signature and Seal on File

Mayor Garth Gillis

Signature and Seal on File

CAO Bob Brooks

13056 Shore Road – Unit 103, Wood Islands, PE C0A 1R0 - Office (902) 962-2086
Website: www.ruralmunicipalityofbelfast.com Em: ruralmunicipalityofbelfast@gmail.com