



# Rural Municipality of Belfast (RMB)

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

## COUNCIL MEETING - MINUTES

Wednesday, March 22, 2023 at 7:00 PM

*(Deferred from March 15, 2023)*

**Upstairs Hall, Wood Islands Market**

### Attendees:

Council: Mayor Garth Gillis (Chair) Deputy Mayor Lynn Docherty (*Regrets*)  
Councillor Katherine Bryson (*On Leave*) Councillor Trisha Carter  
Councillor Billy Gamble Councillor James Kinnee  
Councillor Charley McGivern  
Admin: CAO Bob Brooks Ashley Feschuk  
Public: Three in Person; 11 virtually on the Facebook Livestream Broadcast

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### 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 with any of the items on today's Agenda.
3. **Approval of Agenda** – Any other suggested Agenda Items for today's meeting? (*Six items were raised and placed under Item 13*)

Moved by **Councillor Carter** and seconded by **Councillor Gamble** to adopt the agenda as amended.

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

4. **Public Presentations (*if any*)** – There were no presentations made at tonight's meeting.
5. **Adoption of the February 15, 2023 Council Meeting Minutes (*previously distributed; all changes incorporated*)**.

Moved by **Councillor McGivern** and seconded by **Councillor Carter** to approve the Minutes of the February 15, 2023 Council Meeting as presented.

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

6. **Business arising from the February 15, 2023 Council Meeting Minutes** – (*there was no business arising from the February 15<sup>th</sup> Meeting Minutes, not already on today's agenda*).
7. **Adoption of the March 8, 2023 Community Grants Committee Meeting Minutes (*previously distributed – to be approved by Committee Members Only*)**.

Moved by **Councillor Kinnee** and seconded by **Councillor Gamble** to approve the Minutes of the March 8, 2023 Community Grants Committee Meeting as presented. (*Committee Members Only*)

Votes for:   3      Votes against:   0      Result: **Carried Unanimously**

8. **Business arising from the March 8, 2023 Community Grants Committee Meeting:**  
(presented by Committee Chair – Councillor Billy Gamble)

**Community Grants Committee Recommendations to Council:**

Following the deliberations of the Community Grants Committee regarding the 23/24 Community Grants Program allocations; Committee Members approved the following two recommendations for Council consideration:

**(1) Recommended Grant Allocations as follows (Tally Sheet Attached):**

1. Belfast Rural Fire Department	\$110,000.
2. Belfast Rec Centre (GPEI Rink Grant)	8,500.
3. Belfast Rec Centre (Operations)	26,500.
4. Belfast Rec Centre (Warming Centre) ( <b>One-Time Grant</b> )	11,600.
5. Belfast Public Trails	0.
6. Belfast Area Watershed Group (BAWG)	5,500.
7. Belfast Days	3,500.
8. Belfast Historical Society	4,000.
9. Belfast Historical Society (Walking Trail)	0.
10. Belfast Minor Hockey	3,000.
11. Community Yoga and Wellness	1,000.
12. Horses 101 – Learning all about horses!	1,200.
13. Mizpah Lodge Restoration	0.
14. Pinette/Flat River Mosquito Control Program	0.
15. Pinette Raceway Inc.	2,000.
16. Polly Pioneer Cemetery ( <b>One-Time Grant</b> )	1,500.
17. Point Prim Community Movie	0.
18. Point Prim Lighthouse Society	3,000.
19. The Lupin House	0.
20. Vernon River/Belfast Community Pantry	2,300.
21. Wood Islands Market (Operations-WIADC)	10,000.
22. Wood Islands Lighthouse	3,000.

**Grand Total**                      **\$196,600.**

**(2) Recommended Caveat on Community Grant Allocations:**

The Community Grants Committee is recommending that any organization receiving a Community Grant, from this point forward; be required to produce a Summary Report on how the awarded Community Grants Funds were utilized. Any group who does not provide such report, will not be eligible for a future Community Grant.

**Moved by Councillor Carter and seconded by Councillor McGivern to approve the two Recommendations (*above*) of the Community Grants Committee as presented. (*All of Council*)**

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

It should also be noted that Committee Members requested that future Grant Applications be enhanced to ask for a breakdown of how the grant money is to be spent. Administration will make that enhancement; to be included in future applications.

9. **CAO Report (presented by CAO Bob Brooks)**
- a) **Financial/Variance/Planning Report**
- i. **Provincial Credit Union Account Balances at March 06, 2023:**
- |   |             |
|---|-------------|
| a. Share Acct 001   | \$5.35      |
| b. Chequing Acct 010  | \$62,679.03 |
| c. Gas Tax (CCBF) Acct 011 <i>(for approved projects)</i>     | \$44,552.74 |
| d. Reserve Savings Acct 020                                   | \$36.78     |
| e. Gas Tax (CCBF) GIC Acct 040 <i>(for approved projects)</i> | \$50,501.20 |
| f. Reserve Savings GICs; Acct 041 & 042                       | \$65,292.50 |
- (for RMB project(s) – to be determined during Strategic Planning Session)*
- 2022/23 Revenues, Expenditures and Projections to be detailed during Budget discussions on today's Agenda, Item # 12.
10. **Saltwire Flyer Distribution (presented by Ashley Feschuk - Administration)** – during the February 15<sup>th</sup> Council Meeting, Council was updated on the Saltwire Flyer issue. Since that meeting our contact at Saltwire is looking at installing “Flyer Trees” to be placed around Canada Post Super Boxes within Belfast. They are hoping to move ahead with this idea when the ground thaws. Once these boxes are confirmed to go ahead, the RMB office will advise the community of the plans. Follow-up with community members who added their names to the **non-delivery** list will be contacted to see if the process has been helpful.
11. **Biting Fly Program (presented by CAO – Bob Brooks)** – during the 22/23 Budget deliberations, Council decided to delay a proposed Municipal-wide Mosquito Abatement Program, for further discussion with proponents of the Program. The CAO was in regular contact with the proponents, which included possible options for moving forward. Ultimately, the proponents decided not to bring forward a Municipal-wide proposal at this time, and instead, opted for a smaller/more targeted program within the 2023/24 Community Grants process. The group has not taken a Municipal-wide option off the table altogether, and may bring forward a new proposal at a later date.
12. **23/24 Budget and Financial Plan (February 15<sup>th</sup> DRAFT previously provided and attached) - Presented for Discussion, Amendments, 2<sup>nd</sup> Reading, and Final Approval (presented by CAO Bob Brooks)** – The CAO went over the Feb. 15<sup>th</sup> Draft document, and detailed the changes resulting from the Feb 15<sup>th</sup> Council meeting; the new information provided by the Province; the updated projections for the 22/23 fiscal year; the new information from the Community Grants Committee; and the Amendments required so far.
- Discussion items Included:**
- Clarifications on the higher WCB charges – *based on new WCB Invoice*
  - Advertising Line Item – *includes paid services for Website Provider and Belfast Newsletter advertising; but does not include the FREE advertising, promotion and graphic design that Administration does through the Facebook Site, Announcements and Bulletin Board Postings around the Municipality.*
  - Comparative Tax Rates for the Municipality – *the CAO noted that as per the recently released Comparative Tax Rates across all PEI Municipalities, RMB's Tax Rate for Non-Commercial was about 1/2 over the average, and about 1/3<sup>rd</sup> the average for Commercial. The RMB Tax rates are amongst the lowest in PEI.*

## Council then proceeded to the Amendments...

### Amendment 1:

Updated 23/24 Assessment Income from the Government of PEI;

### Amendment 2:

Updated 22/23 and 23/24 Administrative changes and projections to the 23/24 Budget; and

### Amendment 3:

Updated 23/24 Community Grants Allocations.

**Moved by Councillor Gamble and seconded by Councillor Carter to approve Amendments 1, 2 and 3 above as presented.**

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

As there were no further amendments, and having had 1<sup>st</sup> Reading of the 23/24 RMB Budget (as amended); the 2023/2024 RMB Budget, Financial Plan and Capital Plan is now ready for 2<sup>nd</sup> Read (as amended) and Final Approval.

**Moved by Councillor Gamble and seconded by Councillor Carter to approve 2<sup>nd</sup> Reading of the 2023/2024 Rural Municipality of Belfast Budget, Financial Plan and Capital Plan, as amended, for final approval.**

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

## 13. New Business for the Agenda (*as noted in Approval of Agenda, Item 3 above*)

### a) Mayor Garth Gillis Receiving the Queen's Platinum Jubilee Medal –

Councillor Trisha Carter read the Letter from Intergovernmental Affairs, stating: *“I wish to congratulate you on being awarded the Queen Elizabeth II Platinum Jubilee Medal (PEI). This award honours the extraordinary contribution you have made to your community, the Province of Prince Edward Island, and the country.”* An honour that Mayor Gillis received in person during a public ceremony on March 9<sup>th</sup>.

Congratulations Mayor Gillis! (Council gave Mayor Gillis a standing ovation) (seen here being presented by the Honourable Antoinette Perry, Lieutenant Governor of Prince Edward Island).



### b) Official Leave Request – Councillor Katherine Bryson announced on Monday, March 13, 2023 (by email to RMB) that she had been asked to represent District 4 in the Upcoming Provincial Election, to take place on April 3, 2023. Councillor Bryson confirmed her candidacy and gave her formal official leave request to RMB. Councillor Bryson will follow-up with RMB after the results are in on April 3, 2023.

- c) **Pinette Park Boat Launch** – Mayor Garth Gillis noted that had some of the local fisherman reached out to him, regarding the boat launch at Pinette Park. There have been some changes made to that location that are causing access concerns and some machinery left there, which is getting in the way. CAO Bob Brooks is following up with the Department of Fisheries and Communities and the Department of Transportation, and will report back to Council once he receives a response to his inquiries. He will also provide an update during the next Regular Council Meeting, scheduled for Wednesday April 19, 2023.
- d) **Islander Day Event** – Administrator Ashley Feschuk, gave a brief report on the Islander Day Event at Wood Islands Market, held on February 20, 2023. The event was well attended; many individuals and families came out for a meal (approximately 65 people); and to take part in the activities. The cookie decorating and display from the Belfast Area Watershed Group was a big hit!
- e) **Community Pantry** – Administrator Ashley Feschuk also gave a brief report regarding Community Pantry activities on Councillor Bryson’s behalf. There is a meeting to be held on April 2<sup>nd</sup> that updates volunteers, discusses banking requirements and other operational matters. Additionally, in addition to RMB Council Meetings accepting non-perishable Community Pantry donations, the RMB Office and Galla Designs in Wood Islands will also be accepting donations during regular business hours.
- f) **Congratulations to the Wood Islands Women’s Institute** – Mayor Gillis congratulated the Wood Islands Women’s Institute on their recently completed renovations on their historical building, and a big thankyou for the coffee and refreshments at their Open House – congratulations.

14. **Next Meetings:**

- a) **Regular Meeting of Council** - scheduled for Wednesday, April 19, 2023 at 7:00 PM in the Upstairs Hall at Wood Islands Market.
- b) **RMB Strategic Planning Session** - To Be Announced (*May/June*). (*Session will be open to the public and will take place at the Wood Islands Market [weekend/afternoon event]*).
- c) **Resumption of RMB Official Plan and Development Bylaw Discussions** - To Be Announced (*July – December*). (*This session will be open to the public and will take place at the Wood Islands Market*).

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

Moved by **Councillor McGivern** to adjourn the meeting at: **7:45 PM**

*Ashley/Bob*

Minutes Approved On: **April 19, 2023**

**Signature and Seal on file**

Mayor - Garth Gillis

**Signature and Seal on file**

CAO - Bob Brooks