



# Rural Municipality of Belfast (RMB)

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

## COUNCIL MEETING - AGENDA

Wednesday, April 17, 2024, 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
- Guest Speakers: RCMP – Staff Sergeant Robinson  
 Rachel Buell – PEI Community Navigators  
 Wood Islands and Area Development Corporation (WIADC)

***Please Be Aware: RMB Council Meetings are Livestreamed to facebook.com/belfastpei  
 Livestream Comments are not monitored in real time during the Council Meeting.***

### Item      Order of Business

1.      **Call to Order** - Council Meeting to be called to order by Mayor Gillis at 7:00 PM.

*“In the spirit of Reconciliation, we acknowledge that the land upon which our organization stands is unceded Mi’kmaq territory. Epekwitk (PEI), Mi’kma’ki, is covered by the historic Treaties of Peace and Friendship. We pay our respects to the Indigenous Mi’kmaq People who have occupied this Island for over 12,000 years; past, present, and future.”*

2.      **Declarations of Conflict of Interest** - Do any members of Council have a conflict of interest with any items on today’s Agenda?
3.      **Approval of Agenda** - Any other suggested Agenda Items for today’s meeting? (*to be placed under Item 21*)

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**Moved by** \_\_\_\_\_ **and seconded by** \_\_\_\_\_  
 to adopt the agenda as presented/amended.  
 Votes for: \_\_\_\_    Votes against: \_\_\_\_    Result: \_\_\_\_\_

4.      **RCMP Report for the Month of March** (*presented by Staff-Sergeant Robinson*)
5.      **Guest Speaker - Rachel Buell, PEI Community Navigators Program.**

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6.      **Guest Speaker - WIADC Office Space Presentation - (*members of WIADC*):**

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7. **Public Presentations (if any)** - (*Members of the public are offered five minutes to make a presentation to Council. After the five minutes are up, the Presenter may ask for an extension – only granted if UNANIMOUS consent of Council is given. Following the presentation, Council may or may not ask questions*)

- a) ??? \_\_\_\_\_  
 b) ??? \_\_\_\_\_

8. **RMB Office** - (*presented by CAO Bob Brooks*): Following the March 20<sup>th</sup> Council meeting; it was decided that Council and RMB would do further research to look for additional space options for the RMB Office (*see completed report attached*). Council was also offered the opportunity to tour the proposed ‘Train Station’ space on April 6<sup>th</sup>. Any Council member who missed the tour can also make arrangements for a tour at a later date. The question is now on the floor to Council to move ahead with the additional space option, as provided by WIADC; or, decide on another option?

Discussion: \_\_\_\_\_  
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**Moved** by \_\_\_\_\_ and **seconded** by \_\_\_\_\_ to proceed with the option to lease the ‘Train Station’ space, starting from April 1, 2025, from WIADC, or, other?

Votes for: \_\_\_\_ Votes against: \_\_\_\_ Result: \_\_\_\_\_

9. **Adoption of the March 20, 2024, Council Meeting Minutes** (*attached - previously distributed; all changes incorporated*).

**Moved** by \_\_\_\_\_ and **seconded** by \_\_\_\_\_ to approve the Minutes of the March 20, 2024, Council Meeting as presented.

Votes for: \_\_\_\_ Votes against: \_\_\_\_ Result: \_\_\_\_\_

10. **Business arising from the March 20, 2024 Council Meeting Minutes** (*already addressed in today’s agenda – no other items*).

11. **CAO Report** (*presented by CAO - Bob Brooks*)

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

- i. **Provincial Credit Union Account Balances @ April 8, 2024:**

a. Share Acct 001	\$5.44
b. Chequing Acct 010	\$50,925.47
c. Gas Tax (CCBF) Acct 011 ( <i>for approved projects</i> )	\$114,243.55
d. Reserve Savings Acct 020	\$37.51
e. Gas Tax (CCBF) GIC Acct 040 ( <i>for approved projects</i> )	\$52,016.24
f. Reserve Savings GICs; Acct 041 & 042	\$68,452.73
(Breakdown as approved)	
1. RMB Expansion Reserve	\$25,000.00
2. Emergency Preparedness Reserve	\$10,000.00
3. 2 <sup>nd</sup> Warming Ctr Generator Reserve	\$11,000.00
4. Un-allocated	\$22,452.73
5. Remaining Funds in ShopBelfastPEI Program*	\$523.01

*(\*There are also 12 T-shirts left to be sold or gifted – also looking for additional outside funding) Revenues and Expense Report to be added next month as an ongoing part of the Financial Report*

12. **Official Community Plan and Development Bylaw** - (*presented by CAO Bob Brooks*): RMB has been in discussions with Fotenn about a timeline and process to start-up again; and Councillor McGivern reformatted the Feedback Matrix of the last information session so that we may place the information on the RMB Website (*thank-you – much appreciated*). Once we've finalized timelines and process, RMB will post public notices.
13. **Annexation Exercise** - No update this month - ASC to meet on May 1, 2024.
14. **Community Grants 2024/25** - Council confirmed allocations on March 20, 2024 - RMB has already started paying out grant allocations, and will continue, per timelines requested and as able, in keeping with RMB cashflow.

The additional finance question will be added to the application forms starting in 2025, and the move out of Community Grants and into RMB Operational Line-items is already registered in the 2024/25 budget/financial plan.

15. **2024/25 Budget, Financial Plan and Capital Plan** - Municipal Affairs and Taxation have already received all the finalized financial documents that are required to proceed with the 2024/25 fiscal year plans.
16. **shopbelfastpei Update** (*Councillor Bryson and Carter and Admin - Ashley Feschuk*).

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17. **Scams and Frauds Information and Chat Session** (*presented by Admin - Ashley Feschuk*).

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18. **ACOA Grant for Commercial Dishwasher** (*presented by Admin - Ashley Feschuk*). As a result of funds leftover from the Emergency Generator Grant provided by the Atlantic Canada Opportunities Agency; WIADC was able, with the assistance of RMB to divert the leftover funds for the purchase of a new Commercial Grade Dishwasher for the upstairs kitchen – many thanks to ACOA.

19. **Emergency Warming Centres - MOUs** (*presented by Admin - Ashley Feschuk*).

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20. **Events and Social Media Report** (*presented by Admin - Ashley Feschuk*)
  - a. **EMO Training Reports** \_\_\_\_\_
  - b. **MEMP Special Council Meeting** \_\_\_\_\_
  - c. **Christmas Decorations Clean-up** - Special thanks go out to **Mayor Gillis** and **Councillor Gamble** for their invaluable assistance in the decorations tear-down on April 6<sup>th</sup>. We'd also like to give a special shout-out to **Todd St. Clair of WIADC** for coming in on his day off to provide a tour for Council of the Train Station facility.
21. **New Business for the Agenda** (*as discussed in Approval of Agenda, Item 3 above*)
  - a) **Belfast Consolidated School Report Update** (*presented by Deputy Mayor Docherty*)
  - b) **Selkirk Road Concerns - Update** (*presented by Deputy Mayor Docherty*)
  - c) **Belfast Days – Save the Date** (*presented by Deputy Mayor Docherty*)
  - d) **Community Pantry Update** (*presented by Councillor Bryson*)
  - e) **Belfast Science Award** (*presented by Councillor Carter*)

- f) **Looking for Pins** (presented by Councillor Carter)
- g) **IONA Park Revitalization** (presented by Councillor McGivern)
- h) ??? \_\_\_\_\_.
- i) ??? \_\_\_\_\_.

22. **Next Meetings:**

- a. **ASC - Committee Mtg** - May 1, 2024 @ 7:PM - RMB Office, Wood Islands Market
- b. **Regular Council Mtg** - Wednesday, May 15, 2024 @ 7:PM - Upstairs Meeting Hall, Wood Islands Market

23. **Adjournment** - As there is no further business...

**Moved** by \_\_\_\_\_ to adjourn the meeting at: \_\_\_\_\_