



Rural Municipality of Belfast (RMB)

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

COUNCIL MEETING - MINUTES

Wednesday, May 15, 2024, at 7:00 PM

Upstairs Hall, Wood Islands Market

In Attendance:

Council: Mayor Garth Gillis (*Regrets*) Deputy Mayor Lynn Docherty (*Chair*)
Councillor Trisha Carter Councillor Katherine Bryson (*Regrets*)
Councillor Billy Gamble Councillor James Kinnee
Councillor Charley McGivern
Administration: CAO Bob Brooks Ashley Feschuk
Guest Speakers: RCMP – Staff Sergeant Robinson (*Regrets*)

***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 was called to order by Deputy Mayor Lynn Docherty 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** – No members of Council declared a conflict of interest with any items on today’s Agenda.
3. **Approval of Agenda** - Any other suggested Agenda Items for today’s meeting?
(additional items suggested were added to New Business under Item 17)

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

Votes for: _5_ Votes against: _0_ Result: **Carried Unanimously**

4. **RCMP Report for the Month of April** (*presented by Admin. Ashley Feschuk*)
Sergeant Robinson couldn’t make it this evening as he is on duty, but he sent over a copy of the April RCMP Report for Council to review. Our municipality is maintaining its incredibly low incident rate in comparison to other areas on the Island. This report will join past reports on the RMB website.
5. **Public Presentations (if any)** - (*There were no public presentations*)
6. **Adoption of the April 17, 2024, Council Meeting Minutes** (*attached - previously distributed; all changes incorporated*).

Moved by **Councillor Carter** and seconded by **Councillor Gamble** to approve the Minutes of the April 17, 2024, Council Meeting as presented.

Votes for: _5_ Votes against: _0_ Result: **Carried Unanimously**

7. **Business arising from the April 17, 2024 Council Meeting Minutes** (*already addressed in today's agenda – no other items*).

8. **CAO Report** (*CAO - Bob Brooks*)

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

i. **Provincial Credit Union Account Balances @ May 7, 2024:**

a. Share Acct 001	\$5.44
b. Chequing Acct 010	\$46,387.52
c. Gas Tax (CCBF) Acct 011 (<i>for approved projects</i>)	\$80,167.93
d. Reserve Savings Acct 020	\$37.56
e. Gas Tax (CCBF) GIC Acct 040 (<i>for approved projects</i>)	\$52,016.24
f. Reserve Savings GICs; Acct 041 & 042	\$68,897.01
(Breakdown as approved)	
1. RMB Expansion Reserve	\$25,000.00
2. Emergency Preparedness Reserve	\$10,000.00
3. 2 nd Warming Ctr Generator Reserve	\$11,000.00
4. Un-allocated	\$22,897.01
5. (FYI) Remaining Funds in ShopBelfastPEI*	\$523.01

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

b) **Revenues and Expenditures Tracking (2024/25):**

Revenues:	Budgeted	To-Date
i1 – Assessment Income (Commercial & Non-Commercial)	\$377,234	33,751
i2 – GPEI Rink Grant (in)	\$8,500	-
i4 – CCBF (in)	\$92,000	11,374
i5 – Other & BAWG (in)	\$8,363	-
Total	\$486,097	45,125
Expenditures:	Budgeted	To-Date
e1 – Council Remuneration, RMB Payroll, Deductions	\$128,272	10,126
e2 – Travel Allowance	\$1,500	-
e3 – Office Admin (Supplies/Hardware/Lease/Cleaning)	\$20,860	1,601
e4 – Advertising, Promotion & Website	\$2,018	812
e5 – Audit, Financial, Bank Fees, Amortization	\$4,715	21
e6 – Insurance, Legal, WCB	\$10,211	-
e7abc – Projects (MEMP/ComPlan/ShopBelfastPEI/Other)	\$3,250	368
e7d – Events (Remembrance/Halloween/Christmas/Other)	\$1,500	-
e8 – Elections or By-Elections	\$500	-
e9 – FPEIM, FCM, Prof Fees, Conferences, Workshops	\$5,467	3,614
e10 – Miscellaneous	\$750	-
e11 – Fire Protection Grant	\$115,000	10,000
e12 – GPEI Rink Grant (out) & BAWG (out)	\$14,863	-
e13 – Community Grants	\$69,900	8,700
i4 – CCBF (out)	\$92,000	11,374
e14 – Contingency	\$1,000	-
e15 – RMB Share of 2 nd Warming Ctr Generator	\$10,814	-
e16 – Warming Ctr Operations (Belfast Rec Ctr/WIADC)	\$2,416	2,416
Total	\$485,037	49,029
	=====	=====
Change in Fund Balance (Net)	\$1,061	-3,904

Revenues, Expenditures and Community Grants on track after 1st month of fiscal year. Larger Change in Fund Balance due to the payout of numerous Community Grants to-date.

9. **Official Community Plan and Development Bylaw - (CAO Bob Brooks):** RMB has been in discussions with Fotenn about a timeline and process to start-up again – still no confirmed date at this time. Process would be: Fotenn creating a next Draft, based on Matrix comments and bring to a Public Meeting for confirmation and/or further amendments if required. Once we've finalized timelines and process, RMB will post public notices and new documents. A Special Council meeting has been tentatively set for May 29th at 7:pm with officials from Lands to answer questions and to provide clarification on the Official Plan and Development Bylaw. This meeting will be open to the public and livestreamed to the RMB Facebook page.
10. **Annexation Exercise –** The Annexation Sub-Committee (ASC) met on May 1, 2024 to discuss the next steps for moving forward with the Annexation Exercise for RMB. Items discussed included: Funding for the Exercise; Communities Involved (*attached*); Process Parameters with Fotenn; Parallel Process with Community Plan; and possible Timelines. Next public ASC meeting planned for the month June (*to be determined*).
11. **Livestream of Committee Meetings? (Admin - Ashley Feschuk).** Council Meetings and Special Council Meetings are currently being livestreamed through RMB's Facebook Page. Additional staff-time has been budgeted to attend those meetings to manage the process. A request was made, asking if the ASC Committee Meetings could also be Livestreamed? A concern was raised that: the public was not informed ahead of time; that there were no staff allocated to manage the process for that meeting; and that this activity was not allocated in RMB's recently approved budget. The question to Council – Should RMB also livestream RMB Committee Meetings? If so, this would require RMB to provide two admin staff for the meetings (instead of just one), to operate the livestream process. Staff time would have be budgeted accordingly. **Discussion:** After some discussion, Council decided to continue to ONLY livestream Regular and Special Council Meetings. Committee Meetings remain open to the public and the Minutes of those meetings will continue to be placed on RMB's Website for public review. No decisions are made at Committee Meetings, only Recommendations. No changes to RMB's current course of operations.
12. **ShopBelfastPEI Update (Councillor Carter).** ShopBelfastPEI is ramping up for the 2024 Season. There are currently 18 local companies participating this year. Marketing materials are being printed this week along with new T-shirts, which will feature all the vendor names on the back. This year, ShopBelfastPEI will be launching the start of the season at the opening of "**Belfast Tulips Event**" (5265 Trans-Canada Highway), Saturday, May 25th, 10:am-2:pm, featuring beautiful tulips, a Pop-up Artisan Market and Live Music. ShopBelfastPEI has teamed up with a new local marketing company Sage Social Studios to create the newest Tulip and ShopBelfastPEI Poster. Many thanks for their hard work.
13. **Municipal Emergency Management Plan (MEMP) (Admin - Ashley Feschuk).** There are a number of items in this update, including:
 - a. **Reception Centre Information Session Report (*attached*)** Tuesday, May 7th, PEI Emergency Management Operations (EMO) hosted a Reception Centre Information Session to kick off Emergency Preparedness Week for PEI. Key takeaways were to connect with the Red Cross for having some pre-made emergency kits on site at the RMB Office prior to a storm for residents to pick up; along with some extras to distribute at the Community Pantry. I have requested a large quantity of Emergency Preparedness Guides in both French and English to keep on-site at the RMB Office.
 - b. **Funding for Warming Centre Operations.** There is the potential to access more funds from Rural Growth Initiative (RGI). There should be an update on this at our next Council meeting.
 - c. **EMO Led update of the RMB Plan/Roles and Responsibilities.** RMB has arranged a Special Council Meeting for Wednesday, May 22nd at 7:pm with PEI EMO to assist

Council with our Municipal Emergency Management Plan (MEMP) responsibilities. During this meeting two key positions will be filled: 1) **Fire Protection Coordinator** and 2) **Social Services Coordinator**. EMO Officer Bryce Doucette will be explaining the responsibilities of these roles and the other roles as well. This meeting is TOP priority as our community heads into hurricane and fire season.

- d. **Defibrillator (AED) for RMB**. Attached in Council's package today is a quote for an AED. There is an AED at the Visitors Centre; however, not available to RMB when they are closed. RMB is searching for outside funding options as well.
14. **Scams and Frauds Information and Chat Session (Admin - Ashley Feschuk)**. A Scams and Frauds Session was held at Wood Islands Market on Saturday, April 27th by Constable Kim Dudley with PEI RCMP. The session was viewed 345 times on Facebook. This topic is very important since reports of frauds and victims of fraud are on the rise. Fraudulent behaviour ruins lives and the perpetrators of these crimes are getting better at it. This session will remain on the RMB Facebook page for anyone who wishes to learn more. RMB has also posted a resource list to the RMB website under the News & Announcements section.
15. **Atlantic Canadian Opportunities Agency (ACOA) Site-Visit (Admin - Ashley Feschuk)**. ACOA was on site last week for a tour of the Wood Islands Market and RMB office. They were able to see the new commercial dishwasher in action along with the new generator for our Secondary Warming Centre. Thank-you ACOA for assisting RMB with the funding necessary to support this emergency resource for our community. A special thank-you to Dandan Wang – ACOA for all her patience and hard work throughout this process.
16. **Events and Social Media Report (Admin - Ashley Feschuk)**
 - a. **UFOlogy Panel Discussion - WIADC** is coming up on Saturday, June 1st from 1-3:pm at the Wood Islands Market! David Ross from **The PEI UFO Info & Other Phenomena Group** will be in attendance along with Jim Lawrence, a **MUFON** Investigator from New Brunswick. They intend to share some information about what has been seen in this area and in Atlantic Canada. This should be fun, and everyone is welcome to attend. There will be some really cool door prizes and entrance fees will be used to support the **Wood Islands Light House Revitalization Project**.
17. **New Business for the Agenda (as discussed in Approval of Agenda, Item 3 above)**
 - a) **Belfast Consolidated School Report Update (Deputy Mayor Docherty)** last week the students visited MacPhail Woods Ecological Forestry Project on a field trip where they learned about nature and did some trail walking. The Annual Spring Fling is on Friday, June 21st from 6-8:pm at the school and a field trip is being planned for the end of the year for Grades 7, 8 and 9.
 - b) **Selkirk Road Concerns - Update (Deputy Mayor Docherty)**. A meeting is planned for Monday, May 27th at 6:pm with Michael Stewart, a Traffic Engineer with the Province who is going to conduct a safety audit along the Selkirk Road. He will be taking photos, measurements and setting up speed apparatus. This issue has been ongoing and of growing concern with the resumption of Ferry traffic. If you have concerns about traffic on this road, please email RMB so that we may pass them along to Michael Stewart for his safety audit. More updates to come...
 - c) **Belfast Days – Save the Date (Deputy Mayor Docherty)**. Belfast Days is back this year so mark your calendars for Friday, June 21st – Sunday, June 23rd at the Pinette Raceway. Belfast Days is looking for sponsors and volunteers, if you would like to assist, please send RMB an email. There will be a tent setup this year for movie night and for some of the vendors to use. Harness races are scheduled on Sunday, June 23rd. This event is NOW live on Facebook, so please spread the word and let's celebrate Belfast!
 - d) **Garbage Bin – MacAulay's Wharf (Deputy Mayor Docherty)**. There have been many complaints about debris and garbage on site at the harbour area. The Harbour Authority (H.A.) Manager and the Board agreed years ago to take the garbage cans

away, because it was evident that people who drove to the wharf were disposing of their household garbage and dirty diapers there. There were also oil filters and oil being disposed of in the bin. The fishermen agreed to dispose of their-own garbage because it was impossible to monitor who was dumping their debris in the can. The can that is there, is not the property of the H.A. and they do not know where it came from. It's possible that it belongs to the construction crew working in the area. The H.A. will bring it up at their next meeting, if the community feels it is necessary. The Board is made up of the lobster fishermen who dock at the wharf, and they hold one meeting per year in February. They will meet again if this issue becomes more problematic.

- e) **Community Pantry Update** - There was a recent post requesting more donations as the Pantry is low on stock. If you can donate something to help others it would be appreciated.
 - f) **Federation of PEI Municipalities Report** (*by Councillor Bryson - attached*)
 - g) **Pins – Thank you** (*Councillor Carter*). A large number of pins were donated to go with three students from Belfast, attending the National Science Fair on the 25th of May in Ottawa, representing PEI. A huge thank-you to everyone that contributed, and to our MLA Darlene Compton and MP Lawrence MacAulay. Good Luck to all of them!
 - h) **Purple Pins Family Violence Prevention Week** (*Deputy Mayor Lynn Docherty*) - Council members all wore purple pins this evening, to recognize **Family Violence Prevention Week May 13th - 19th** awareness and remembrance of the victims and support for the survivors. Victims are not alone and there is help out there if you need support.
 - i) **Statement on behalf of Mayor Garth Gillis** (*presented by CAO Bob Brooks*). On Wednesday, May 15th, Mayor Gillis received a Notice that the Island Regulatory and Appeals Commission (IRAC) would be holding a trial in the matter of Ms. Perry Aftab. This trial will be held at the Confederation Court Mall in Charlottetown (the IRAC Office) on Wednesday, May 22nd, starting at 9:30am. IRAC is inviting/requesting that members of Council attend if they are available.
 - j) **News Article Recommendation** (*Councillor James Kinnee*). Has requested that all the members of Council. read a commentary article that was printed in the Graphic on May 14th "**A Critical Look at PEI's Municipal Governance**". Ashley will send to Council.
 - k) **Free Family Fishing Weekend - May 17th - 20th** (*Councillor Billy Gamble*). BAWG is hosting an event this weekend, Saturday, May 18th from 10-1:pm at 458 Roseberry Road (the Roseberry Pond) "**The Family Fishing Derby**". Bring your own fishing gear, some worms may be available. No fishing license required for this weekend only.
18. **Next Meetings:**
- a. **MEMP - Special Council Mtg** - Wednesday, May 22, 2024 @ 7:PM - Wood Islands Market Hall, Upstairs
 - b. **Plan & Bylaw - Special Council Mtg** - Wednesday, May 29, 2024 @ 7:PM - Wood Islands Market Hall, Upstairs
 - c. **Regular Council Mtg** - Wednesday, June 19, 2024 @ 7:PM - Wood Islands Market Hall, Upstairs
 - d. **ASC - Committee Mtg – June ?** 2024 @ 7:PM - RMB Office, Wood Islands Market
 - e. **Official Plan and Development Bylaw - Special Council Mtg – To Be Determined**. New Draft Documents to be posted to the RMB Website shortly, with a public meeting expected in August or September.
19. **Adjournment** - As there is no further business...

Moved by Councillor Carter to adjourn the meeting at: **8:31 PM**.

Ashley/Bob