



Rural Municipality of Belfast (RMB)

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

COUNCIL MEETING - AGENDA

Wednesday, August 21, 2024, at 7:00 PM
Upstairs Hall, Wood Islands Market

Council:	Mayor Garth Gillis (<i>Chair</i>)	Deputy Mayor Lynn Docherty
	Councillor Trisha Carter)	Councillor Katherine Bryson
	Councillor Billy Gamble	Councillor James Kinnee
	Councillor Charley McGivern	
Administration:	CAO Bob Brooks	Ashley Feschuk

***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

- 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.”

- Declarations of Conflict of Interest** - Do any members of Council have a conflict of interest with any items on today’s Agenda?

- Approval of Agenda** - Any other suggested Agenda Items for today’s meeting? (*to be placed under Item 14*)

Moved by _____ and seconded by _____
to adopt the agenda as presented/amended.
Votes for: ____ Votes against: ____ Result: _____

- RCMP Report for the Month of August** (*distributed at meeting*) (*Admin – Ashley Feschuk*)

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

a) ??? _____
b) ??? _____

- Adoption of the June 19, 2024, Council Meeting Minutes** (*attached - previously distributed; all changes incorporated*).

Moved by _____ and seconded by _____ to
approve the Minutes of the June 19, 2024, Council Meeting as presented.
Votes for: ____ Votes against: ____ Result: _____

- Business arising – June 19, 2024, Council Meeting Minutes** (*addressed in today’s agenda*).

8. **Adoption of the June 26, 2024, Special Council Meeting Minutes** (*attached - previously distributed; all changes incorporated*).

Moved by _____ and seconded by _____ to approve the Minutes of the June 26, 2024, Special Council Meeting as presented.
 Votes for: ____ Votes against: ____ Result: _____

9. **Business arising – June 26, 2024, Special Council Meeting Minutes** (*None*).

10. **CAO Report** (*Acting CAO – Ashley Feschuk*)

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

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

a. Share Acct 001	\$5.44
b. Chequing Acct 010	\$71,853.07
c. Gas Tax (CCBF) Acct 011 (<i>for approved projects</i>)	\$64,101.22
d. Reserve Savings Acct 020	\$37.71
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
<i>(Breakdown as approved)</i>	
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

b) **Revenues and Expenditures Tracking (2024/25) to July 31, 2024:**

Revenues:	Budgeted	To-Date
i1 – Assessment Income (Commercial & Non-Commercial)	\$377,234	135,004
i2 – GPEI Rink Grant (in)	\$8,500	-
i4 – CCBF (in)	\$92,000	20,695
i5 – Other (Gen.) & BAWG (in) & Community Pantry (in)	\$8,363	49,404
Total	\$486,097	205,103
Expenditures:	Budgeted	To-Date
e1 – Council Remuneration, RMB Payroll, Deductions	\$128,272	42,179
e2 – Travel Allowance	\$1,500	521
e3 – Office Admin (Supplies/Hardware/Lease/Cleaning)	\$20,860	7,350
e4 – Advertising, Promotion & Website	\$2,018	1,312
e5 – Audit, Financial, Bank Fees, Amortization	\$4,715	822
e6 – Insurance, Legal, WCB	\$10,211	8,186
e7abc – Projects (MEMP/Com.Plan/ShopBelfastPEI/Other)	\$3,250	994
e7d – Events (Remembrance/Halloween/Christmas/Other)	\$1,500	-
e8 – Elections or By-Elections	\$500	-
e9 – FPEIM, FCM, Prof Fees, Conferences, Workshops	\$5,467	3,975
e10 – Miscellaneous	\$750	-
e11 – Fire Protection Grant	\$115,000	40,000
e12 – GPEI Rink Grant (out) & BAWG & Pantry (out)	\$14,863	3,250
e13 – Community Grants	\$69,900	37,300
i4 – CCBF (out)	\$92,000	20,695
e14 – Contingency	\$1,000	-
e15 – 2 nd Warming Ctr Gen. (<i>\$9,605</i>) & RMB Share (<i>\$2,817</i>)	\$10,814	12,423
e16 – Warming Ctr Operations (Belfast Rec Ctr/WIADC)	\$2,416	2,416
e17 – New Office (<i>New</i>)	0	0
e18 – Dishwasher (in/out) (<i>New</i>)	6,100	6,100
Total	\$491,137	187,523
Change in Fund Balance (Net)	\$1,061	17,580

Regular Revenues, Expenditures and Community Grants are on track after 4 months of fiscal year. Monthly revenues from PEI Assessment are slightly higher than budgeted by (\$2,818/month). In/Out Revenues/Expenditures from Generator Grant are now included.

11. **Official Community Plan and Development Bylaw (CAO – Bob Brooks):** Prior to the September 21st Public Meeting regarding resumption of public consultations for the Draft Official Plan and Draft Development Bylaw; Council will be briefed by GPEI Lands and a PEI Rural Development Officer. **Process:** FOTENN has revised the Draft documents, based on the comments heard from the public and Council in 2022 – Now on the RMB Website for further public review. Council and the Public will have another chance to voice concerns or comments for further documentation and changes as required. Based on findings, Council will have the option to accept, or amend, or decline, or accept for information only. This matter is expected to be decided upon in this fiscal year, unless Council believes much more research is required.
12. **Annexation Exercise (Councillor Bryson)** – The Annexation Sub-Committee (ASC) had a well-attended Public meeting on Wednesday, August 14th. Due to the considerable public interest, the meeting was Livestreamed on Facebook. At the time of this Agenda, there were over 1,700 views of this meeting to-date. The reason for such interest: CBC saw that RMB was convening a regular ASC meeting, as posted on our website, and requested an interview with the Committee Chair and CAO. A comprehensive interview of approximately 45 minutes was given that explained RMB’s plan to start a process that would explore whether there were some unincorporated communities that surrounds the RMB borders that might be a candidate for Annexation into RMB. It was explained that we had not started yet, that we had yet to hire a contractor, had yet to acquire funding for the project, and that after possibly 1-2 years work, RMB MAY have a proposal for Annexation; but only after considerable consultation and only if it made sense to RMB and to the unincorporated communities that might be selected. Unfortunately, the CBC 45-minute interview resulted in a 3-minute clip that incorrectly left people with the impression that RMB had completed the project and were ready to make a decision. That was the reason 40+ people showed up at the meeting, and so many have looked at the Facebook session. The Chair of ASC, Councillor Katherine Bryson will now discuss what happened at the meeting.
13. **shopbelfastpei Update (Councillor Carter).**

14. **Excused Absence for Four (4) Separate Regular Council Meetings in 2025 (Councillor Bryson).** On Monday, July 29, 2024, Councillor Bryson met with CAO Bob Brooks to discuss the process for an Excused Absence. Councillor Bryson just received her schedule for her University Classes for 2025 and turns out that four (4) dates conflict with four (4) of the Regularly Scheduled Council meetings in 2025 (yet to be approved). The *Municipal Government Act* requires that any member of Council will require an Excused Absence from Council, to avoid being penalized, in the case of three absences in a row. Councillor Bryson is requesting an Excused Absence for four consecutive absences as follows (if these dates are adopted by Council in November 2024):
 - a. Wednesday, January 15, 2025 (Regular Council Meeting)
 - b. Wednesday, February 19, 2025 (Regular Council Meeting)
 - c. Wednesday, March 19, 2025 (Regular Council Meeting)
 - d. Wednesday, April 16, 2025 (Regular Council Meeting)Councillor Bryson would continue her duties as a member of Council in all other aspects of her role during that time period.

Moved by _____ and seconded by _____ to grant Excused Absences for the four (4) Regular Council Meetings, as described above to Councillor Katherine Bryson.

Votes for: ____ Votes against: ____ Result: _____

15. **Municipal Emergency Management Plan (MEMP) (Administration – Ashley Feschuk).**

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

a) **Selkirk Road Concerns – Update (Deputy Mayor Docherty)**

b) **Belfast Days (Deputy Mayor Docherty)**

c) **Make a Wish Foundation (Deputy Mayor Docherty)**

d) **The Little Harvest Town News (Deputy Mayor Docherty)**

e) **Community Pantry Update (Councillor Bryson)**

f) **Apartments at the Legion (Councillor Bryson)**

g) ??? _____.

17. **Next Meetings:**

a. **CGBF – Committee Meeting** – August 28, 2024 @ 7:PM – Wood Islands Market – RMB Office

b. **Regular Council Mtg** – September 18, 2024 @ 7:PM – Wood Islands Market – Upstairs Meeting Hall

c. **Resumption of RMB Official Plan and Development Bylaw Discussions** – September 21, 2024 @ 7:PM – Wood Islands Market – Upstairs Meeting Hall.

18. **Motion to Move In-Camera for a Confidential Personnel Matter – (No minutes are taken, and no decisions made during In-Camera Sessions)**

Moved by _____ and seconded by _____

to move into In-Camera for a Confidential Personnel Matter.

Votes for: ____ Votes against: ____ Result: _____

Moved by _____ and seconded by _____

to move out of In-Camera for the Confidential Personnel Matter.

Votes for: ____ Votes against: ____ Result: _____

A decision may or may not be required out of this In-Camera item.

Moved by _____ and seconded by _____

to ??? _____.

Votes for: ____ Votes against: ____ Result: _____

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

Moved by _____ to adjourn the meeting at: _____