



Rural Municipality of Belfast (RMB)

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

COUNCIL MEETING - MINUTES

Wednesday, November 20, 2024, at 7:00 PM

Upstairs Hall, Wood Islands Market

In Attendance:

Council: Mayor Garth Gillis (*Chair*) 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
Guest Speaker: Jeff Joyce – General Manager, Vice President Marine Operations
Northumberland Ferries Ltd.
Facebook Livestream: 12 views in real time, 72 hours later 1.3K Plays, 8 comments and 1 share

***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 was 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** – No members declared a conflict of interest.
3. **Approval of Agenda** - (*additional items were added to the Agenda under section 13*)

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

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

4. **RCMP Report for the Month of Nov.** (*Once the report for November is ready it will be posted to the RMB website www.ruralmunicipalityofbelfast.com*)
5. **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. All presenters are reminded to be respectful with their comments and to not use derogatory or improper language per Code of Conduct Bylaw # 2019-02, Section 8.7, and Municipal Government Act (MGA), Section 118 (2); which would result in expulsion from the meeting.*)
 - a) **Jeff Joyce – General Manager, Vice President of Marine Operations – Northumberland Ferries Ltd.** – attended the RMB Council meeting to provide the community with an update on the Ferry service. Upon the completion of a thoughtful investigation, it was human error that led to the accident involving the MV Confederation. The leading propeller used to break momentum was not engaged. There was no damage to wharf infrastructure. Pictou repairs are ahead of the completion schedule. The Fanjford is undergoing sea trials in Norway.

It is scheduled to leave the 1st part of December on a 35-day voyage to PEI with the vessel expected to arrive in January. Once the Fanjford docks there will be plenty of winter work to complete including the winter travel preparations made to the ship, will have to be reversed, loading of Canadian supplies and training of crews. The goal is to have all crew members cross-trained, so they can work on all the different vessels if necessary. Dredging is scheduled to begin in 2025 as per Transport Canada.

Robert MacDonald who attended the meeting inquired if dredging could be done sooner to which Mr. Joyce responded that extensive work needed to be done prior to the dredging. Suggested extra runs over the winter to compensate for some of the missed season, are not unable to happen this year since insurance will not provide extensions. NFL however, is looking at starting the Season earlier in 2025 – yet to be confirmed.

6. **Adoption of the October 16, 2024, Regular Council Meeting Minutes (*attached - previously distributed; all changes incorporated*)**

Moved by **Councillor Carter** and seconded by **Councillor Gamble** to approve the Minutes of the October 16, 2024, Council Meeting as presented.

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

7. **Business arising – October 16, 2024, Council Meeting Minutes (*none*).**

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

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

i. **Provincial Credit Union Account Balances @ November 5, 2024:**

a. Share Acct 001	\$5.44
b. Chequing Acct 010	\$69,283.85
c. Gas Tax (CCBF) Acct 011 (<i>for approved projects</i>)	\$64,092.22
d. Reserve Savings Acct 020	\$37.86
e. Gas Tax (CCBF) GIC Acct 040 (<i>for approved projects</i>)	\$53,998.27
f. Reserve Savings GICs; Acct 041 & 042	\$48,742.59
(Breakdown as approved)	
1. RMB Expansion Reserve	\$25,000.00
2. Emergency Preparedness Reserve	\$10,000.00
3. Un-allocated	\$13,742.59
4. (FYI) Remaining Funds in ShopBelfastPEI	\$523.01

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

Revenues:	Budgeted	To-Date
i1 – Assessment Income (Commercial & Non-Commercial)	\$377,234	236,257
i2 – GPEI Rink Grant (<i>in</i>)	\$8,500	-
i4 – CCBF (<i>in</i>)	\$92,000	20,695
i5 – Other (Gen.) & BAWG (<i>in</i>) & Community Pantry (<i>in</i>)	\$8,363	49,504
Total	\$486,097	307,056
Expenditures:	Budgeted	To-Date
e1 – Council Remuneration, RMB Payroll, Deductions	\$128,272	72,197
e2 – Travel Allowance	\$1,500	900
e3 – Office Admin (Supplies/Hardware/Lease/Cleaning)	\$20,860	13,318
e4 – Advertising, Promotion & Website	\$2,018	1,312
e5 – Audit, Financial, Bank Fees, Amortization	\$4,715	896
e6 – Insurance, Legal, WCB	\$10,211	8,867
e7abc – Projects (MEMP/Com.Plan/ShopBelfastPEI/Other)	\$3,250	2,923
e7d – Events (Remembrance/Halloween/Christmas/Other)	\$1,500	1,019

e8 – Elections or By-Elections	\$500	-
e9 – FPEIM, FCM, Prof Fees, Conferences, Workshops	\$5,467	4,524
e10 – Miscellaneous	\$750	112
e11 – Fire Protection Grant	\$115,000	70,000
e12 – GPEI Rink Grant (out) & BAWG & Pantry (out)	\$14,863	3,250
e13 – Community Grants	\$69,900	68,900
i4 – CCBF (out)	\$92,000	20,695
e14 – Contingency	\$1,000	-
e15 – 2 nd Warming Ctr Gen. (\$51,192) & RMB Share (\$2,817)	\$10,814	54,008
e16 – Warming Ctr Operations (Belfast Rec Ctr/WIADC)	\$2,416	2,416
e17 – New Office (New)	0	0
e18 – Dish Washer (ACOA Grant - WIADC) (in/out) (New)	6,100	6,100
Total	\$491,137	310,744
	<u>=====</u>	<u>=====</u>
Change in Fund Balance (Net)	\$1,061	-3,688

Regular Revenues, Expenditures and Community Grants are on track after 7 months of fiscal year, with slightly higher monthly GPEI Assessment dollars (\$2,818/month). In/Out Revenues/Expenditures from Generator Grant are now included. Transfer of ...0042 GIC Reserve was required in October (\$21,294.28) to cover generator and cash flow.

9. **Official Community Plan and Development Bylaw (CAO – Bob Brooks):** Now that Fotenn Planning Inc. has completed its Canada Community Building Fund (CCBF) contract with RMB; it is up to Council to determine what to do with the documents Fotenn created and decide on next steps for the municipality.
- Fotenn completed the legislative research for an Official Community Plan and Development Bylaw.
 - Fotenn completed background consultation with Community Groups and various Community Representatives.
 - Fotenn created First-Drafts for discussion at a Public Meeting, and with Council where notes were taken and suggestions from the public and Council were documented in a Matrix.
 - Fotenn responded to all the Matrix comments and drafted Second-Draft Documents for additional comments or acceptance.
 - At the same time, RMB sent the two draft documents to the GPEI ‘Lands Division’ for comments - GPEI Lands Division had concerns.
 - At that time, RMB also contracted a ‘Rural’ PEI Development Officer to offer his opinions, looking at them with a ‘Rural’ Lense – He also had many concerns.
 - RMB then met again with the Lands Division and Municipal Affairs Division folks to discuss their concerns, answer Council questions, discuss Municipal Affairs’ no longer having an MGA requirement for Official Plans and Development Bylaws, and to discuss options for moving forward.
 - Lands also talked about the GPEI plans to create a new Province-wide Lands Plan and there was also some discussion with Municipal Affairs about possible new/extra funding for municipalities that have taken on planning services from the Province for its municipality, instead of the GPEI.
 - For Council Information:
 - If RMB were to take on the Planning portfolio from the Province, it is expected RMB would deal with 60 – 80 Development Permit applications per year and associated appeals.
 - Projected Operating Costs: Development Officer, Municipal Enforcement Officer, Legal Fees, Auditor Fees, Administration Fees, Administration Equipment, etc. approximately \$100,000 annually. (Municipal Affairs also estimated \$100,000 and a lot of administration time)

Below, for options are presented for Council Consideration regarding an Official Plan and Development Bylaw for the Municipality:

Option 1: Accept Fotenn Planning Inc. October 2022 Draft Official Plan and Draft Development Bylaw Documents **For Information Only**.

- RMB would archive the Fotenn documents; the Lands concerns; and the Rural Development Officer concerns until an RMB Council decided to re-open those discussions.
- RMB would monitor GPEI progress on a New Lands Plan, and what effect it would have on RMB.
- RMB would also monitor GPEI progress on a New Funding Model for municipalities that take on the Planning portfolio and its effect on RMB.

Option 2: Accept Fotenn Planning Inc. October 2022 Draft Official Plan and Draft Development Bylaw Documents and **add the changes** supplied by Lands Division, the Rural Development Officer, and Council.

- After incorporating all the Council approved changes, RMB would bring forward to a Council Meeting for Conditional Approval.
- With Council Conditional Approval, RMB would submit the RMB Official Plan and Development Bylaw to the GPEI for Ministerial Approval.
- If approved, Council would decide on a date to Come-Into-Force.
- If approved, Council would budget for an additional approximate \$100,000 annually (probably accomplished by raising taxes), to be able to have Plan and Bylaw Come-Into-Force.

Option 3: Not Accept Fotenn Planning Inc. October 2022 Draft Official Plan and Draft Development Bylaw Documents and **Start the process over again**.

- RMB would have to find a new source of funding (approximately 100 – 150 K).
- RMB would have to find a new contractor.
- RMB would use all information previously gathered, as information for the new contractor.

Option 4: Other? Council briefly discussed the idea of deferring a decision on the Official Community Plan and Development Bylaw; however, as RMB would still have to wait on the GPEI open questions of a New Land Plan for the entire Province, as well the additional funding discussions to be completed/resolved; Council decided, the net effect was the same as Option 1.

Discussion: After further discussion and clarification on all four options, and comments and concerns from Council Members; Council decided on the following:

Moved by **Councillor Kinnee** and seconded by **Councillor McGivern** to select **Option 1** as described above, regarding the RMB direction for the Fotenn Planning Inc. Official Community Plan and Development Bylaw documents.

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

10. **Strategic Plan Update (CAO - Bob Brooks)**. Council adopted its Strategic Plan in June 2023. In addition to the MGA-mandated activities like: operating accessible public offices, administering municipal mandates and MGA legislation and regulations, administering approved Council budgets and financial plans, bank interactions, public Council, Committee and Other Public meetings, Council orientations, WCB, etc, etc, RMB also works on items of interest to Council, as listed in its Strategic Plan. Since June 2023 RMB accomplished/worked on the following Strategic Plan items:

2023/24

- New GPEI Code of Conduct Training
- Annual Community Grants Program, Administration, Orientation, New Rules, Reporting and Grants Distribution
- Annual Canada Community Building Fund Grants Program, Administration, Projects Reporting and Reconciliation
- Creation of the 4-year Strategic Plan
- Official Community Plan and Development Bylaw Discussions, complete with public meetings and research
- Designation/Decision/Work-Progress on RMB Reserve Funds
 - Office Expansion Reserve/Progress
 - Emergency Reserve/Progress
 - 2nd Warming Centre Generator Reserve/Progress
- Events - Sponsorship, and/or Administration, and/or Participation:
 - Kilted Pace
 - Halloween
 - Remembrance Day
 - Christmas Tree Lighting/Christmas Event
 - Islander Day
 - RMB Family Fun Skate
- Website Improvements - Administration oversight, monitoring, providing materials
- Facebook Livestreaming of Meetings, Improvements, Feed Population and Monitoring
- **Advocacy - (this item in particular, can take 100s of hours each, depending on the issue).** Issues like:
 - Saltwire Flyers
 - Warming Centres and associated Generators
 - Post Office
 - Indigenous Greeting/Acknowledgement for RMB
 - Belfast Firehall Truck and Generators
 - Community Pantry and Council Representation
 - History of Belfast and Historical Society
 - BCDC - Cooperation, Updates and Follow-up
 - Use of GICs
 - Eastern PEI Chamber of Commerce and Council/Administration Representation
 - Council Representatives on Issues and outside RMB meetings
 - Anti-Racism Grant Opportunity
 - Hydro-electric Pole Project on Highway 315
 - Belfast Public Trail
 - Biting Fly Program
 - Municipality Comparisons and Statistics
 - Federation of PEI Municipalities, Issues and Council Representation
 - Federation of Canadian Municipalities, Reports and Updates
 - Association of Municipal Administrators, Issues and Administration Representation
 - Pinette Park Boat Launch issues
 - Liquor Licence recommendation letters
 - Wood Islands Rejuvenation Project - RMB Involvement
 - Dark Sky Reserve
 - Community Meet and Greets
 - Emergency Planning, Emergency Measures, Council Training, Risk Assessments, Wellness Centre Preparedness, and Hurricane Preparedness

- Deep Well Drilling in Belle River
- Medical Treatment for RMB Residents
- Wildfire Concerns
- Animal Control Concerns and Possible Dog Act changes?
- Municipal Government Act (MGA) Concerns and Requirements
- Belfast Days - Operations, Funding and Possible Involvement
- Pride Month
- Community Supports Listings and Information dispersal
- Concerns about the passing of School Buses
- Wood Islands Sustainable Operation of a Two-Ferry System, the issues, the concerns, the letters, the lobbying, the Shop Belfast Program Created, and much more (this item in particular, has taken up 100s of hours by Council Members and Members of Administration, not to mention coordinating public and GPEI involvement)
- Bus Transit System Lobby for RMB
- Meetings with local MLA
- Speeding on Pond's Road
- Liaison activities with the Royal Canadian Mounted Police area representative
- Used Needles found in RMB public spaces
- Childcare Concerns for RMB area
- Belfast Area Watershed Group, coordination and program information public dissemination
- Audio/Visual Enhancements for RMB operations
- Trapping within the Municipal area
- Belfast Consolidate School Activities
- Flyer Boxes for RMB residents
- Traffic concerns for 70-mile
- Establishing a Day-home in the RMB area
- Stopping Rural Sprawl
- Extensive Research for Amalgamation Exercise and establishment of ASC Committee and extensive number of ongoing meetings
- Funding Research and Lobbying for various RMB initiatives
- Clarification of Voting Procedures
- Code of Conduct Violations and GPEI consultations – ongoing
- Regular Council Meeting Calendars
- Feedback Requested on changes to the GPEI *Planning Act*
- Purple Ribbon Campaign information and involvement
- Street Lighting in within RMB area
- West River experience and pitfalls of Annexation/Amalgamation
- Murray River and Murray Harbour issues and possible impact on RMB
- Wild Pines Cabin Concerns
- Dealing with Social Media Concerns
- CPHO – Live-Well PEI – Community Consultation Report
- School-age Childcare Project
- Selkirk Millennium Club
- Wellness Centre
- Conservation of Lupins
- Evolution of a Municipality
- WIADC New RMB Office Space Commitment
- Municipal Emergency Management Plan
- Southeast Environmental Association
- Meals on Wheels

All 2023/24 Strategic Plan Items were completed or exceeded.

2024/25 Strategic Plan Activities and Commitments (7 months and counting):

In addition to the MGA-mandated activities like: operating accessible public offices, administering municipal mandates and MGA legislation and regulations, administering approved Council budgets and financial plans, bank interactions, public Council, Committee and Other Public meetings, Council orientations, WCB, etc, etc, RMB also works on items of interest to Council, as listed in its Strategic Plan. Since April 1, 2024 RMB accomplished/worked on the following Strategic Plan items:

2024/25

- Official Community Plan and Development Bylaw – public consultations restart – this item has seen extensive activity and is expected to come to a conclusion in 2024; although there will be extensive follow-up expected as Municipal Affairs and the Lands Division introduce new plans for RMB to comment on, in this regard.
- Municipal Emergency Plan Updates – specifically to achieve an operating MOU in an emergency with the Belfast Rec Centre. WIADC also added and a number of community groups (more community groups to be added).
- Events - Sponsorship, and/or Administration, and/or Participation:
 - Belfast Days
 - Kilted Pace
 - Halloween
 - Remembrance Day
 - Christmas Tree Lighting/Christmas Event
 - Islander Day
 - RMB Family Fun Skate
- Continued Website Improvements - Administration oversight, monitoring, providing materials - ongoing
- Facebook Livestreaming of Meetings, Improvements, Feed Population and Monitoring - ongoing
- Continued Social Media Growth and Exposure – Monitoring. RMB continues to monitor and participates as necessary - ongoing
- Animal Control Public Awareness Campaign – to this point RMB has only shared some social media posts that we have found in our municipality – ongoing
- Dark Sky Reserve Campaign – no activity so far in 2024/25 – ongoing
- FCM Green Funds – funding possibilities – RMB has consulted regarding funding of possible projects; however, have not seen a proper fit for RMB yet – ongoing
- The Annexation Exercise and ASC Committee took up a considerable amount of Council time and Administration time in 2024. Ultimately this project was shelved by Council and archived for a possible Annexation Exercise by a subsequent Council in the future.
- Annual Community Grants Program, Administration, Orientation, New Rules, Reporting and Grants Distribution - ongoing
- Annual Canada Community Building Fund Grants Program, Administration, Projects Reporting and Reconciliation – a new public request will be publicised in 2024 for a Council decision in 2025 - ongoing
- Designation/Usage/Work-Progress on RMB Reserve Funds

- Office Expansion Reserve/Progress - ongoing
- Emergency Reserve/Progress - ongoing
- Legal Reserve/Progress – to be populated at end of fiscal year
- Election Reserve/Progress – to be populated at end of fiscal year
- Other? – as designated by Council in 2024/25 – ongoing
- **Advocacy - (this item in particular, continues to dominate the Council and Administration Agendas. Issues that can take 100s of hours each, depending on the issue).** Issues like:
 - RCMP Reports and Liaison - ongoing
 - PEI Community Navigators Program
 - WIADC Office Space Presentation, Update and Commitment – work is proceeding well as WIADC improvements and upgrades to RMB’s new Office space (the old train-station building) is progressing well. WIADC is also completing improvements specific to RMB needs, such as accessibility, plug-ins for hybrids or electric vehicles, separated space for sublease, and specified access to basement for additional RMB storage. Upgrades are expected to be completed in February 2025; which would allow a graduated move-in for RMB. New lease will start in April 2025.
 - Collaborations with BAWG on: BAWG promotional items, BAWG comments on RMB draft Plan and Bylaw documents, and RMB events that BAWG will also participate in – ongoing.
 - Shopbelfastpei Program, administration of Program with Council members and Administration, Participation by many public members and businesses – ongoing
 - Scams and Frauds Information Chat Session – ongoing monitoring
 - Dealings with ACOA, Municipal Affairs and the Rural Growth Initiative for funding programs for Emergency Warming Centres, shared services, payouts and reporting – ongoing
 - EMO Training Reports and collaboration – ongoing
 - Municipal Emergency Management Plan – Hazzard Risk Assessment Exercise, Roles and Responsibilities Exercise – ongoing
 - Belfast Consolidated School Reporting – ongoing
 - Selkirk Road Concerns – ongoing
 - Community Pantry Updates and acceptance of contributions and the RMB office and at Council meetings – distribution of donations – ongoing
 - Belfast Science Awards
 - IONA Park Revitalisation
 - Federation of Canadian Municipalities – CAO Trailblazer Award
 - Media Information Campaign and Media Interactions – ongoing
 - UFOlogy Panel Discussion – public promotion and participation
 - Garbage Bin – MacAulay’s Warf – Concerns and Follow-up
 - FPEIM – Meetings and Board participation for Rural Voice, regular reporting, regular lobbying and collaboration for RMB interests, for new municipal funding model lobbying, Council Training – ongoing
 - Association of PEI Administrators – Run by FPEIM – Training for CAOs and Administrators, Networking, Lobbying strategies, etc. – ongoing

- Pins and Purple Pins Campaigns – promotion and public awareness – ongoing
- Island Regulatory and Appeals Commission – interactions and input as required – ongoing
- A Critical Look at PEI’s Municipal Governance – info update – ongoing
- Councillor Excused Absences – Ongoing
- Annual CAO negotiations – ongoing
- Make a Wish Foundation Program Information
- Apartments at the Legion – information – ongoing
- Councillor Role Clarifications – ongoing
- Code of Conduct Clarifications – ongoing
- 70-Mile Traffic concerns – ongoing monitoring and interactions with organizer and RCMP
- Outdoor Lighting at Wood Islands Market – ongoing

All 2024/25 Strategic Plan Items have been addressed already, completed or exceeded; however, most items are still ongoing as RMB is only starting its 8th month of its 2024/25 fiscal year.

The remainder of this fiscal year is already, and planning to be - as busy, especially with a very big Christmas Event, introduction/promotion/selection of new CCBF Projects, and the work toward the new Office Space and Sublease search.

2025/26 and 2026/27 Strategic Items are **attached** and should continue to expand as RMB relevance and exposure to our municipal residents continues to grow. Just as an example – RMB can often get 300 – 800 viewers/participants on RMB’s Facebook feed during/after every single Council Meeting.

Discussion: The owners of The Sweet Company reached out to RMB Administration to inquire about the space available in the new RMB office. Previously Council had voted that this space is to be reserved for a health-related vendor. A motion was made to open up the application process for the space to all vendors who may have interest and to make a decision at the February 19th, 2025 Council Meeting.

Moved by Deputy Mayor Docherty and seconded by Councillor Bryson to consider all vendors for the new space available April 2025 for sublease.

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

11. **2025 Regular Council Meeting Calendar** – For planning purposes and as required by the *Municipal Government Act (MGA)*; a Regular Council Meeting Calendar must be publicly posted for the upcoming 2025 Regular Council Meetings. This Calendar is posted on RMB’s Website, announced on RMB’s Facebook page, posted on various Bulletin Boards, included within the Belfast Newsletter, and included within the Annual Belfast Lions Club Calendar. This motion follows the tradition of having 10 scheduled meetings on the 3rd Wednesday of each month (except July and December). For 2025, Council members were polled for availability and the result was the same as normal scheduling. Council also has the option to call Additional or Special Council Meetings, throughout the year (if required and as requested). For 2024 there were (10) Council Mtgs, (3) Special Council Mtgs, and (6) Committee Mtgs. (Proposed 2025 Calendar Dates below).

Proposed Regular Council Meeting Dates for the 2025 Calendar Year:

- | | |
|---------------------|-----------------------|
| 1) January 15, 2025 | 2) February 19, 2025 |
| 3) March 19, 2025 | 4) April 16, 2025 |
| 5) May 21, 2025 | 6) June 18, 2025 |
| 7) August 20, 2025 | 8) September 17, 2025 |
| 9) October 15, 2025 | 10) November 19, 2025 |

Moved by Deputy Mayor Docherty and seconded by Councillor Carter to approve the **2025 Regular Council Meeting Calendar** as presented.

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

12. **Sustainable Two-Ferry System** – Nothing to add; already discussed in item 5.
13. **Upcoming Events Calendar for RMB – (for December) (presented by Ashley Feschuk)**
- Holiday Tree-Lighting Event** (December 7th starting at 6:pm) – RMB intends to light up the Wood Islands Market Courtyard, sing Christmas carols, Nature inspired Christmas Ornaments facilitated by BAWG, entertainment by local musician ~~Norman Stewart~~ (cancelled) (replaced by Steve Zaat), participation by the Belfast Rural Fire Department, a visit from Jolly St. Nick, and more – everyone welcome!
 - Christmas Lighting Work Party** – Council Members and their family and friends, are being asked to participate in RMB’s Annual Christmas Lighting Work Party – Nov. 30th – looking to start at 1:pm on Saturday.
14. **New Business for the Agenda (as discussed in Approval of Agenda, Item 3 above)**
- Abuse, Neglect and Harassment Policy (Councillor Bryson and Admin Ashley Feschuk)** Due to experiences with the annexation exercise, on-going conflicts that our neighboring communities are experiencing, suggestions from PEI Coalition for Women in Government, FPEIM and the Association of Municipal Administrators; it is time for RMB to consider having a **Abuse and Harassment Policy**. RMB administration reached out to the FPEIM and was able to obtain seven different workplace policies to review. This process is going to be very time consuming since the average length of these documents is 10 pages. The policies follow a similar template, but each municipality is different, therefore each is unique in terms of focus. Administration recommends a review of all the policies received and time to prepare a draft that ensures the RMB policy will cover everything. Once that draft is prepared it will be sent to Council for review later in the New Year. Thank-you to Eastern Kings, Municipality of West River, The Municipality of North Shore, Town of Alberton, Municipality of Miscouche, Town of O’Leary and the Municipality of Kensington for sharing their documents on this topic with the RMB office.
 - Public Presentations** - A discussion surrounding what other Municipalities have proposed and how it affects us. (Councillor Bryson) – Already discussed.
 - FPEIM Update (Councillor Bryson)** The Annual Meeting for Federation of PEI Municipalities was held on October 8th, 2024, with the Honourable Rob Lantz. Items discussed were the Land-Use Policy, and a memorandum of understanding on consultation and collaboration. On October 9th, 2024, the Honourable Rob Lantz was moved to Minister of Education of Early Years and Stephen Meyers is now Minister of Housing, Land and Communities. The Semi-Annual meeting for FPEIM was held on October 19th, 2024, and focused on turning conflict into collaboration, a Municipal panel speaking regarding conflict and continued work on changes coming to the municipal infrastructure fund. There were also on-going discussions surrounding federal funding.
 - FPEIM Membership Future (Councillor Kinnee)** Councillor Kinnee put a motion forward that RMB no longer participates in the FPEIM. There was no seconder to back this motion therefore it was dissolved.

- e) **Downeast Promotional Idea** (**Councillor Carter**) The process has begun to try and get funding to promote Doors Open Down East. DODE would happen once a year for one weekend only and would invite residents into various businesses to see what is happening in the community. Stay tuned for more information.
 - f) **Letter to the Honourable Stephen Myers (Minister) for a Small-Municipality Community Meeting, as well as suggesting the Lands Division to begin sending details to RMB regarding Development applications/decisions.** (**Councillor Kinnee**) Councillor Kinnee would like to lobby for a government sponsored symposium with representatives from municipalities across Prince Edward Island to discuss how the MGA could be improved. Councillor Kinnee will provide some draft notes for the letter for the Mayor and Council to approve. Council agreed – Admin will send out the draft as soon as ready.
15. **Next Meetings:**
- a. **Tree-Lighting Event** – Will take place in the Courtyard in the Wood Islands Market starting at 6:00 PM on Saturday, December 7, 2024 – then move into the Upstairs Meeting Hall for Carols, Entertainment and Santa.
 - b. **Reminder – There is No Regular Meeting of Council scheduled for December 2024** (per the MGA Council Calendar) and the RMB Office closes over the Christmas Break from December 18th through to January 2nd.

Public Portion of the Council meeting ended as Council is to go into an In-Camera Session.

16. **Motion to go In-Camera for a confidential HR Matter:** (*No notes taken or decisions made that are not in Public*)

Moved by **Councillor Bryson** and seconded by **Councillor Kinnee** to move into In-Camera for a Confidential In-Camera Session.

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

Moved by **Councillor Carter** and seconded by **Councillor McGivern** to move out of In-Camera from a Confidential In-Camera Session.

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

No Motions required out of this In-Camera Session.

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

Moved by **Councillor Gamble** to adjourn the meeting at: **10:15 PM**

Merry Christmas and Happy New Year Everyone!

Ashley/Bob

Minutes Approved On: **January 15, 2025**

Signature and Seal on File

Mayor – Garth Gillis

Signature and Seal on File

CAO – Bob Brooks

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