



Rural Municipality of Belfast (RMB)

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

COUNCIL MEETING - MINUTES

Wednesday, June 18, 2025, at 7:00 PM

Upstairs Hall, Wood Islands Market

Council:	Mayor Garth Gillis (<i>Chair</i>)	Deputy Mayor Lynn Docherty
	Councillor Katherine Bryson	Councillor Trisha Carter
	Councillor Billy Gamble (<i>regrets</i>)	Councillor Charley McGivern (<i>regrets</i>)
	Councillor James Kinnee	
Administration:	CAO Bob Brooks	Ashley Feschuk
Public Speakers:	Keir White, BCDC	
Members of Public:	Josh Lewis, Reporter – Eastern Graphic, Sherry Pelkey, Executive Director - Belfast Area Watershed Group	

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

Item Order of Business

1. **Call to Order** – Council Meeting 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 of Council declared a conflict of interest with any items on today’s Agenda.
3. **Approval of Agenda** – Two additional items were added to the agenda under item 13
Moved by Councillor Carter and seconded by Deputy Mayor Docherty to adopt the agenda as amended.
Votes for: 4 Votes against: 0 Result: **Carried Unanimously**
4. **RCMP Report for the Month of May** (*provided at meeting*) (*Admin - Ashley Feschuk*) Thank you to sergeant Robinson for attending our last Council Meeting and for his presence in our community. Our Municipality continues to maintain it’s low incident average. For detailed reports please visit our website www.ruralmunicipalityofbelfast.com
5. **Belfast Community Development Corporation (BCDC)** – (Keir White) The Phase-one of the Rebuild is going well. Both pools will be open next week and the small pool repairs are now completed. Belfast Consolidated School will be using the pool as part of a field trip next week! The Canteen – *The Selkirk Galley* is open as of Thursday June 19th which is very exciting and they have a lease agreement. Clean-up at Pinette Park went great and the grounds are looking spectacular. The Pinette Park bathroom retrofit also went well. BCDC will actively be participating in Belfast Days this year with many events being held at the Lord Selkirk Campground. Belfast Historical Society will also be using the grounds to host the Highland Games in August.

On Saturday June 21st Lord Selkirk Campground has partnered with the Belfast Area Watershed Group (BAWG) to assist in planting trees and shrubs to improve habitat and assist in coastal protection. This will be held at the Lord Selkirk Campground – please register by email bawgpei@gmail.com There will be a barbeque and refreshments for volunteers, hope to see you there!

6. **Public Presentations** – There were no public presentations; however, Mayor Gillis gave a reminder that, *“Should any member of the public wish to speak on any issue on today’s agenda, that this is the time allotted for that. All other agenda items are reserved for Council participation.”*

7. **Adoption of the May 21, 2025, Council Meeting Minutes** (*attached - previously distributed; all changes incorporated*).

Moved by **Councillor Carter** and seconded by **Deputy Mayor Docherty** to approve the Minutes of the May 21, 2025, Council Meeting as presented.

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

8. **CAO Report (CAO – Bob Brooks)**

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

i. **Provincial Credit Union Account Balances @ June 2, 2025:**

a. Share Acct 001	\$5.52
b. Chequing Acct 010	\$83,746.65
c. Gas Tax (CCBF) Acct 011 (<i>for approved projects</i>)	\$43,903.73
d. Reserve Savings Acct 020	\$38.06
e. Reserve Savings GICs; Acct 041	\$48,742.59
(Reserves Breakdown \$48,780.65)	
1. RMB Expansion Reserve	\$21,159.67
2. Emergency Preparedness Reserve	\$10,000.00
3. Legal Reserve Fund	\$1,250.00
4. Elections Reserve Fund	\$500.00
5. Remaining – (for Budget Shortfall)	\$15,870.98
6. (FYI) Remaining Funds in ShopBelfastPEI	\$523.01

b) **Revenues and Expenditures Tracking (2024/25) to May 31, 2025:**

Revenues:	<u>Budgeted</u>	<u>To-Date</u>
i1 – Assessment Income (Commercial & Non-Comm)	\$407,697	68,620
i2 – GPEI Rink Grant (<i>in</i>)	8,500	0
i3 – Sub-Lease Rent (<i>starting July 1, 2025</i>)	5,635	0
i4 – CCBF (<i>in</i>)	57,624	0
i5 – Other (<i>a, b and c</i>) (<i>in</i>)	<u>1,900</u>	<u>226</u>
Total	<u>481,356</u>	<u>68,846</u>
Expenditures:	<u>Budgeted</u>	<u>To-Date</u>
e1 – Council Remuneration, RMB Payroll, Deductions	\$133,759	19,699
e2 – Travel Allowance	1,500	0
e3 – Office Admin (Supplies/Hardware/Lease/Cleaning)	30,157	3,988
e4 – Advertising, Promotion & Website	2,119	0
e5 – Audit, Financial, Bank Fees, Amortization	7,876	719
e6 – Insurance, Legal, WCB	11,208	0
e7abc – Projects (MEMP/Com.Plan/ShopBelfastPEI/Other)	750	0
e7d – Events (Remembrance/Halloween/Christmas/Other)	2,450	0
e8 – Elections or By-Elections	500	0
e9 – FPEIM, FCM, Prof Fees, Conferences, Workshops	5,750	454
e10 – Miscellaneous	500	0

e11 – Fire Protection Grant	120,000	20,000
e12 – GPEI Rink Grant (out) & BAWG & Pantry (out)	8,500	196
e13 – Community Grants	106,860	44,110
i4 – CCBF (out)	57,624	0
e14 – Contingency	1,000	0
e16 – Warming Ctr Operations (Belfast Rec Ctr/WIADC)	3,000	3,000
e17 – New Office (New)	19,586	1,639
Total	513,138	93,805
	=====	=====
Change in Fund Balance (Net)	-\$31,782	-\$24,959

Expenditures and Community Grants are on track after the first month of the fiscal year. It was also noted that the reason there is an early shortfall in the balance, is because paying out the various Community Grants early is a priority.

9. **New Welcome Signage for RMB - (CAO – Bob Brooks):** In May, members of Council discussed options for Highway Welcome Signage for RMB. Council agreed that they wanted to keep the logo artwork for the sign, but also wanted to explore other options such as removing the RMB acronym. At this meeting Council agreed to instead: put an arch below the artwork in a curved formation saying “Welcome to the Rural Municipality of Belfast”. Initially Council also suggested that we try a Facebook Poll to determine a slogan for the sign; however, it was determined that a Poll option is not offered in RMB’s Facebook Business Page set-up. Therefore, Council has been asked to pick a slogan for the highway signs. The choices selected are as follows:

- 1) “moving forward since 1972”
- 2) “rural dreams realized”
- 3) “strength in the rural lifestyle”
- 4) “open for business since 1972”
- 5) “a great place to live”
- 6) “great rural living since 1972”
- 7) “embracing rural living since 1972”

It was later discussed to add the phrase “est. 1972” to the right of the Welcome crescent.

It was also decided that Council will not be adding additional Tourism symbols to the bottom of the signage, a motion put forward by Councillor Kinnee.

Moved by Councillor Kinnee and seconded by Deputy Mayor Docherty to not go forward with tourism symbols at the bottom of RMB’s new Highway Signage.

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

Council will inform RMB administration of their preferred slogan for the new signage.

10. **Update on New (Train Station) Office - (CAO – Bob Brooks):** RMB is now into its new office facility (the replica Train Station). The move went well on the weekend of June 7th and 8th with the grateful assistance of Billy and Andrew Gamble – thankyou very much. RMB then spent the following week with the finishing touches, with a little more tweaking required. Our new lease will start on July 1st. Our new Sub-let is also in the process of moving into their space. The Belfast Area Watershed Group (BAWG) lease will also start on July 1st. Looking forward to a long/fruitful working relationship.
11. **Phone Set-Up Delay RMB Office - (Ashley Feschuk – Admin)** During the renovations process to the new RMB office location, the phone lines were accidentally cut. Bell was unable to connect our phone services without having an electrician bury a new line (expected for next week). In the meantime, notices have been placed on both our website and Facebook page to contact RMB by email if anyone needs to contact us. Thank you for your patience.

12. **New Canada Community Building Fund (CCBF) Cycle - (CAO – Bob Brooks):** All projects from the previous CCBF funding cycle (2019-2024), have now been completed. RMB is now able to start the process and public call for funding proposals for the new (2025-2029) CCBF funding cycle. This cycle, RMB is eligible to apply for approximately \$300,000 (to be confirmed by the Infrastructure Secretariat). RMB would like to do the call for proposals starting June 20th with a submission deadline of July 4th. The CCBF Committee would then hold a public meeting on July 16th where Committee would review the applications and make a recommendation for Council consideration. Council would then give their PRELIMINARY approval for submission to the PEI Infrastructure Secretariat. Deadline for submissions to the PEI Infrastructure Secretariat is October 1st. They will then make a decision in December.

Councillor Bryson asked if it was possible to give proponents more time to put their submissions together? To push back the CCBF Committee date to get more time? Administration will work with Committee Members and the Committee Chair to get as much extra time as possible. Once determined, RMB will post the Call for Proposals for CCBF Funding on June 20th: on RMB's Website and Facebook Site, on various bulletin boards, through word-of-mouth, and will also send the information to media.

13. **Municipal Emergency Management Plan (MEMP) – Community Wildfire Protection Plan - (Admin – Ashley Feschuk):** Wildfire Season is now upon us; Emergency Operations Coordinator (EOC) (Ashley Feschuk), in cooperation with Ms. Emily Foster, Fire-smart Coordinator with PEI Forests, Fish and Wildlife, will be hosting a meeting for RMB Council members on Wed. June 25th at 7pm. The Belfast Rural Fire Department will also be attending. The purpose of the meeting is to discuss preparedness and mitigation measures.

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

- a) **Selkirk Road Update - (Deputy Mayor – Lynn Docherty):** Culvert replacement for Selkirk Road: A one-way yield will be in place for a culvert replacement on Route 23, Selkirk Road in Newtown Cross. The current culvert has reached the end of its service life. Dates: Monday, June 9, with the project expected to take four weeks to complete. Traffic: Temporary traffic lights will be in place. Be prepared to stop. Safety: Reduce speed in construction areas. Obey the flaggers and signs. Using your phone while driving, even when you're waiting in traffic, and speeding are against the law. Stay in the loop and plan your route during road construction: PrinceEdwardIsland.ca/PlanYourRoute Map with active road construction PEI 511 Follow [PEIPublicSafety](#) on Facebook. After the conclusion of RMB's Council meeting Deputy Docherty sent a follow up email inquiring if there can be a temporary digital signage placed at the TCH and Shore Rd corner by Wood Islands Village, to alert travellers who have just exited the nearby Ferry Terminal of the current Road Construction. The Selkirk Rd seems to be a common route travelled from ferry traffic and it may be easier and safer to have the traffic flow directed to the TCH in Wood Islands. An update will be made as more information becomes available.
- b) **Belfast Days (June 26, 27, 28, 29) Update - (Deputy Mayor – Lynn Docherty)** Now four days! Belfast Days is an annual community festival held in Belfast, it is a family friendly event and opening night this year will be Thursday June 26th in Pinette Park from 6-10pm. Come out and hear a local ghost story 'The Pinette River Pirates' at 9pm, Bonfire, Smores, Inflatables, Axe Throwing and The Little Island Artist Facepainting! The Sweet Company and Cesar's Food Truck will be on site at Pinette Park as well on the Thursday. On Friday June 27th at Lord Selkirk Campground, Volleyball pit, Belfast Trivia, Pool Party, Inflatables, Mini Golf, and Drive-in Movie Night. The Sweet Company, Galley Canteen and Bar Vela Pizzeria will also be in attendance. This year the feature film will be "Family Camp" starting at dusk, come out and enjoy free popcorn!

June 28th Gates open at Pinette Raceway at 3pm for mechanical bull rides, Venture Stables (On-the go Pony Parties), Nerf Wars, splash pad and slip n'slide, Belfast Area Watershed Group Booth and Fireworks by Fireworks FX at 10pm. June 29th Admission \$2 for Live Harness Racing at Pinette Raceway, 50/50 tickets available and donations are once again going to Make a Wish Foundation! This year's Baroness of Belfast is 10-year-old Elsa Laybolt. For a full list of events and times stay tuned to Facebook and we hope to see you all there!

- c) **Ian Petrie Award** - (*Mayor – Garth Gillis*): On Friday of last week this year's Order of Prince Edward Island was announced with our very own Ian Petrie being nominated for his insightful, in-depth reporting of complex agriculture issues affecting PEI and his commitment to environmental projects. Congratulations Ian Petrie!
 - d) **Josh Lewis – Eastern Graphic Award** (*Mayor – Garth Gillis*): Congratulations to Eastern Graphic Reporter Josh Lewis on his Atlantic Journalism Bronze Award for Legal Affairs Reporting and Writing with his feature story 'Inmates Silenced by Phone Access Delays'. Congratulations Josh Lewis!
 - e) **PEI Emergency Management Shelter Kits** – (*Admin- Ashley Feschuk*) RMB office was able to secure a shelter kit from the province for our certified warming centre located at the Belfast Recreation Centre. This kit will be delivered sometime in the next two weeks and contains 25 Cots, 25 polar fleece blankets, 50 inflatable cot pillows, 312-piece first aid kit, 1 emergency weather alert radio, 25 personal hygiene pouch kits. A secondary unit is in the works and will be up for more discussion once all the municipalities that requested a unit receive one.
 - f) **Housing Complex** – (*Councillor Kinnee*) Councillor Kinnee had asked if anyone knew what was happening with the newly constructed housing on the Royal Canadian Legion property. Councillor Carter said that an announced was due to be made soon.
15. **Next Meetings:**
- a. **MEMP Wildfire Meeting** – Wednesday, June 25th @ 7PM – Upstairs Meeting Hall, Wood Islands Market
 - b. **CCBF Committee Meeting – Later determined to be:** Wednesday, July 30th @7PM Upstairs Meeting Hall, Wood Islands Market
 - c. **Regular Council Mtg for July** – Per Council-approved Meeting Calendar – there is no regular Council meeting scheduled for July.
 - d. **Regular Council Mtg for August** – Wednesday, August 20th @ 7PM – Upstairs Meeting Hall, Wood Islands Market
16. **Adjournment** – As there is no further business...

Moved by Councillor Carter to adjourn the meeting at: **8:11pm**

Ashley/Bob

Minutes Approved on: _____

Mayor Garth Gillis

CAO Bob Brooks