



# Rural Municipality of Belfast (RMB)

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

## COUNCIL MEETING - AGENDA

Wednesday, June 17, 2026, 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	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.  
Visitors – Please remember to sign in – thank you.***

### 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 17*)

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

4. **RCMP Report for the Month of May 2026** (*Admin - Ashley Feschuk*)
5. **Public Presentations (if any)** – *Members of the public are offered five minutes to make a presentation to Council. Reminder should any member of the public wish to speak on any issue on today’s Agenda, this is the time allotted for that. All other Agenda items are reserved for Council Participation. Are there any public presentations?*

- a. ??? \_\_\_\_\_
- b. ??? \_\_\_\_\_

6. **Adoption of the May 20, 2026, Council Meeting Minutes** (*attached - previously distributed; all suggested changes already incorporated*)

**Moved** by \_\_\_\_\_ and **seconded** by \_\_\_\_\_ to  
approve the Minutes of the May 20, 2026, Council Meeting as presented.  
Votes for: \_\_\_\_ Votes against: \_\_\_\_ Result: \_\_\_\_\_

7. **CAO Report (CAO – Bob Brooks)**

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

i. **Provincial Credit Union Account Balances @ June 1, 2026:**

a. Share Acct 001	\$5.56
b. Chequing Acct 010	\$103,671.34
c. Gas Tax (CCBF) Acct 011 (for approved projects)	\$105,381.91
d. Reserve Savings Acct 020	\$38.33
e. Reserve Savings GICs; Acct 041	\$51,997.58
(Reserves Breakdown \$51,997.58 in GIC)	
1. Emergency Preparedness Reserve	\$10,000.00
2. Legal Reserve Fund	\$5,000.00
3. Elections Reserve Fund	\$5,000.00
4. Remaining Reserve (T.B.D.)	\$31,997.58

b) **Revenues and Expenditures Tracking (2026/27) to May 31, 2026:**

<b>Revenues:</b>	<b>Budgeted</b>	<b>To-Date</b>
i1 – Assessment Income (Commercial & Non-Comm)	\$424,807	72,290
i2 – GPEI Rink Grant (in)	8,500	0
i3 – Sub-Lease Rent (bi-monthly pmts)	6,762	0
i4 – CCBF (in) (for approved projects)	82,000	28,137
i5 – Other (HST/WCB refunds & other funding initiatives)	17,000	0
<b>Total</b>	<b>539,069</b>	<b>100,427</b>
<b>Expenditures:</b>	<b>Budgeted</b>	<b>To-Date</b>
e1 – Council Remuneration, Contracts, Payroll, Deductions	\$149,368	18,834
e2 – Travel Allowance	1,000	0
e3 – Office Admin (Supplies/Hardware/Phones/Rent/Cleaning)	27,741	5,806
e4 – Advertising, Promotion and Website	1,500	535
e5 – Audit, Financial, Bank Fees, and Amortization	8,045	643
e6 – Insurance, Legal, WCB	10,566	0
e7abc – Projects (MEMP/Other)	250	0
e7d – Events (Remembrance/Halloween/Christmas/Other)	1,550	0
e8 – Elections or By-Elections	5,000	0
e9 – FPEIM, FCM, Prof Fees, Conferences, Workshops	7,649	5,113
e10 – Miscellaneous	500	0
e11 – Fire Protection Grant	165,000	27,500
e12 – GPEI Rink Grant	8,500	0
e13 – Community Grants	66,400	26,400
i4 – CCBF (out) (for approved projects)	82,000	28,137
e14 – Contingency	1,000	1,726
e16 – Warming Ctr Operations (Belfast Rec Ctr/WIADC)	3,000	0
<b>Total</b>	<b>539,069</b>	<b>114,694</b>
	=====	=====
<b>Change in Fund Balance (Net)</b>	<b>\$0.00</b>	<b>-\$14,267</b>

**All 2026/27 Community Grants are on track with a payment schedule, to pay out earlier than last year due to a healthier cash flow balance. All revenues and expenditures are on track to-date. The deficit currently shown will start to disappear in two more months, as the non-recurring Community Grants are all paid out. As in past years, RMB is trying to finish the fiscal year with a surplus.**

8. **OWL Labs Meeting System (Admin – Ashley Feschuk)** – Per Council’s authorization, tonight, this new meeting system is being used/tested to improve the video and sound quality for our Council meetings.

9. **CAO Sub-Committee Update** (*Chair/Mayor Garth Gillis*) – The CAO Sub-Committee met on Thursday, June 10<sup>th</sup> for its very first meeting. Items presented for orientation included: the MGA required CAO tasks, the current CAO Contract as an example, a typical CAO Replacement Process model, the current 2<sup>nd</sup> person task list, sample job descriptions from Municipal Affairs and the FPEIM, some preliminary research on salaries for CAOs, and the list of tasks to be accomplished by the CAO prior to the December 31, 2026 departure. Following discussion, Committee members decided to adjourn the meeting and continue with the tasks “To Be Accomplished” at the next CAO Sub-Committee meeting to be held in early July.
10. **Request for an additional Council Meeting - July** (*Councillor McGivern*). Currently, there are no Council Meetings (Regular or Special) scheduled for the month of July. As this year in particular is extremely busy, especially in preparation for a November General Municipal Election, I suggest that we add a Council meeting (Regular or Special) to our posted meeting roster.

**Moved** by \_\_\_\_\_ and **seconded** by \_\_\_\_\_ to add a (Regular or Special) Council Meeting to the RMB posted Council Meeting Roster for 2026.

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

11. **Belfast Days Update – June 27 and 28** (*Deputy Mayor Docherty*) ...  
\_\_\_\_\_
12. **Selkirk Road Update** (*Deputy Mayor Docherty*) ...  
\_\_\_\_\_
13. **Belfast Rural Fire Department – Monthly Update** (*Councillor Carter*) ...  
\_\_\_\_\_
14. **Association of PEI Municipalities – Meeting Report** (*Admin – Ashley Feschuk*) ...  
\_\_\_\_\_
15. **RMB Social Media Report** (*Admin – Ashley Feschuk*) ...  
\_\_\_\_\_
16. **MEMP – Municipal Emergency Management Plan – Wildfires Planning Exercise** (*Admin – Ashley Feschuk*) ...  
\_\_\_\_\_
17. **New Business Items** (*per Agenda Item 3 above*):  
a) ????: \_\_\_\_\_
18. **Next Meeting:**  
a) **Regular Council Meeting** – Wednesday, June 17, 2026: 7:pm – Upstairs Meeting Hall, Wood Islands
19. **Remembering/Honouring Councillor Mary Meecher-Carlson** (*Admin – Ashley Feschuk*) ...  
\_\_\_\_\_
20. **Adjournment** – As there is no further business...

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