



Rural Municipality of Belfast (RMB)

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

COUNCIL MEETING - AGENDA

Wednesday, July 15, 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 18*)

Moved by _____ and seconded by _____
to adopt the agenda as presented/amended.

Votes for: _____ Votes against: _____ Result: _____

4. **RCMP Report for the Month of June 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 June 17, 2026, Council Meeting Minutes** (*attached - previously distributed; all suggested changes already incorporated*)

Moved by _____ and seconded by _____ to
approve the Minutes of the June 17, 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 @ July 1, 2026:**

a. Share Acct 001	\$5.56
b. Chequing Acct 010	\$127,417.51
c. Gas Tax (CCBF) Acct 011 (for approved projects)	\$105,378.91
d. Reserve Savings Acct 020	\$38.35
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 June 30, 2026:**

Revenues:	Budgeted	To-Date
i1 – Assessment Income (Commercial & Non-Comm)	\$424,807	108,435
i2 – GPEI Rink Grant (in)	8,500	0
i3 – Sub-Lease Rent (bi-monthly pmts)	6,762	1,690.50
i4 – CCBF (in) (for approved projects)	82,000	28,137
i5 – Other (HST/WCB refunds & other funding initiatives)	17,000	15,000
Total	539,069	153,263
Expenditures:	Budgeted	To-Date
e1 – Council Remuneration, Contracts, Payroll, Deductions	\$149,368	30,663
e2 – Travel Allowance	1,000	0
e3 – Office Admin (Supplies/Hardware/Phones/Rent/Cleaning)	27,741	8,219
e4 – Advertising, Promotion and Website	1,500	535
e5 – Audit, Financial, Bank Fees, and Amortization	8,045	674
e6 – Insurance, Legal, WCB	10,566	9,286
e7abc – Projects (MEMP/Other)	250	0
e7d – Events (Remembrance/Halloween/Christmas/Other)	1,550	69
e8 – Elections or By-Elections	5,000	0
e9 – FPEIM, FCM, Prof Fees, Conferences, Workshops	7,649	5,268
e10 – Miscellaneous	500	0
e11 – Fire Protection Grant	165,000	41,250
e12 – GPEI Rink Grant	8,500	0
e13 – Community Grants	66,400	31,100
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
Total	539,069	157,081
	=====	=====
Change in Fund Balance (Net)	\$0.00	-\$3,818

**All 2026/27 Community Grants are on track with a payment schedule to pay out early.
All revenues and expenditures are on track to-date. The deficit currently shown will start to disappear in one more month, as the non-recurring Community Grants are all paid out.
As in past years, RMB is trying to finish the fiscal year with a better-than budget surplus.**

8. **CAO Sub-Committee Update (Chair/Mayor Garth Gillis)** – The CAO Sub-Committee met again on Wednesday, July 8th for its sub-committee meeting. Two major items were discussed: the Moving Forward to Recommendation item was deferred to the next CAO Sub-Committee meeting in August, where it's expected to have a recommendation to Council at the August Council meeting; and secondly, committee moved into In-Camera to discuss confidential HR specifics. The meetings are going well.

9. **Belfast Days ...** (*Deputy Mayor Docherty*) ...

10. **Belfast Fire Department (Fire Protection Services) as a separate budget line item;** (*Deputy Mayor Docherty*) ...

11. **Small Play Area at Wood Islands Market area, and regular Park areas promotion -** (*Deputy Mayor Docherty*) ...

12. **Getting Nurse Practitioner in the RMB Municipality -** (*Deputy Mayor Docherty and Admin, Ashley Feschuk*) ...

13. **Calgary Foundation Grant (In/Out for Belfast Rec Centre** (*Admin – Ashley Feschuk*) ...

14. **Belfast Rural Fire Department – Monthly Update** (*Councillor Carter*) ...

15. **Belfast Rural Fire Department – Firehall Funding Update** (*CAO – Bob Brooks*) ... as reported last month, fundraising efforts continue to be successful for the estimated \$1.322 million Firehall Expansion project: Funds committed from the Fire Department, Canada Community Building Fund (CCBF), Rural Municipality of Belfast (RMB), and the Rural Growth Initiative (RGI).

The Fire Dept and RMB are currently working on a funding application with the Government of Canada through our MP Kent MacDonald. If successful, that may cover the remaining required funds. If not, we are also working with Finance PEI for financing or ‘bridge financing’ to pay off invoices while we wait for annual contributions of the CCBF financing to arrive. Next month, we will have a good understanding of our funding application and the requirements for Finance PEI. A Bylaw will be brought forward next month, so RMB can guarantee payments on behalf of the Fire Department. Estimates are now at approximately \$4,000 per month but could be much lower. Total payout of financing is now estimated between 12.5 and 2.5 years (depending on the success of the Canada funding application). We’ll know more next month.

16. **A Harassment Policy for RMB – Progress to-date** (*Admin – Ashley Feschuk*) ...

17. **A Reserve Policy for RMB – Progress to-date** (*Admin – Ashley Feschuk*) ... As discussed at other meetings, it was confirmed that RMB should have a Bylaw that describes the current **RMB Reserve**, currently sitting as a GIC. This Bylaw would cover: the *Emergency Preparedness Reserve (\$10,000)*, the *Legal Reserve (\$5,000)*, the *Elections Reserve (\$5,000)*, and the *Remaining in Reserve (currently at \$31,977.58 and growing)*. Municipal Affairs has provided a model, which RMB is currently adapting to be an RMB Bylaw. This Bylaw will be available for discussion and consideration for approval at the next RMB Council Meeting in August 2026. All figures shown are changeable – as required.

18. **New Business Items** (*per Agenda Item 3 above*):
 - a) ???:

19. **Next Meeting:**

- a) **CAO Sub-Committee Meeting** – Wednesday, August 12, 2026: 7:pm – RMB Office, Wood Islands
- b) **Regular Council Meeting** – Wednesday, August 19, 2026: 7:pm – RMB Office, Wood Islands

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

Moved by _____ to adjourn the meeting at: _____