Rural Municipality of Belfast (RMB)

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

SPECIAL COUNCIL MEETING - AGENDA

Thursday, July 30, 2026, at 8:00 PM

RMB Municipal Office, Wood Islands Market

Council:	Mayor Garth Gillis (*Chair*)	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

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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** – As a Special Council Meeting – Members are restricted from adding any other-than-advertised Agenda items.

   Moved by _____________ and **seconded** by _____________to adopt the agenda as presented.
   Votes for: ____ Votes against: ____ Result: _________

4. **Disposition of Reserve Funds** (*CAO Bob Brooks*) – Over the course of the past year in Council discussions, it has been discussed that the unnamed/undesignated amount in the RMB Reserve Fund could be used toward the Firehall Expansion Project to help lower the amount that will need to be financed through Finance PEI.
   During the May 13th Council meeting, discussing the Rural Growth initiative (RGI), it was discussed about all the funding avenues being looked at for the Firehall Expansion, RMB reserve was discussed as a possible source.
   During the May 20th Council meeting it was discussed about designating the reserve toward the Firehall Expansion – Council deferred that decision at that time. It was also discussed that Finance PEI would hold off starting the financing process until the next Council meeting, waiting to see if any other monies came in before setting an "Up-to" limit on the financing. At that time Council would provide the Reserve Bylaw to support it. Once that Bylaw is in place, then the Finance PEI financing would be established, then the RGI awarded $248,000 would be provided (but not until).
   On July 14th, the first progress invoice was received in the amount of $184,150.17, due prior to the scheduled August 19th Council meeting. Hence scheduling this Special Council Meeting.

If Council is in agreement, CCBF would cover $105,000 (all that is available at this time); RMB would use its undesignated reserve of $31,997.58; and the Fire Department would cover the remaining $47,152.59 through funds and donations raised.
Financing PEI will provide financing and bridge financing for possible other funds like Government of Canada, the confirmed CCBF funds and possibly the next round of CCBF (if required). Details to be provided to Council at a later date, in discussion with Finance PEI and the Fire Department.

The motion below is to authorize the unnamed reserve funds in the amount of $31,997.58 (could be rounded to $32,000) toward the Firehall Expansion Project, which would also help to lower what will be required for financing.

Moved by ______________ and **seconded** by ______________to authorize the use of RMB's unnamed/undesignated reserve in the amount of $31,997.58 for the Firehall Expansion Project.
Votes for: ____ Votes against: ____ Result: __________

5. **Reserve Bylaw** (*CAO Bob Brooks*) – As discussed in previous Council meetings and confirmed during RMB's Budget Approval, a Reserve Bylaw is required, that confirms that RMB has a reserve and the purpose(s) of the reserve.
Working with the Municipal Affairs Template and fed with Admin input; the following Reserve Bylaw is presented for Council adoption. (*attached*).

    Moved by ______________ and **seconded** by ______________to adopt the Reserve Bylaw as presented.
    Votes for: ____ Votes against: ____ Result: __________

6. **Firehall Expansion Project Financing Bylaw** (*CAO Bob Brooks*) – As discussed in item 4 above, prior to the negotiation of financing with Finance PEI - Finance PEI requires a Firehall Expansion Project Financing Bylaw that is authorized by Council, prior to working out details such as upper limit of borrowing, term length, interest rate; payment flexibilities, etc. This bylaw confirms to Finance PEI that the Rural Municipality of Belfast is willing to backstop the Belfast Rural Fire Department, in the building of the Firehall Expansion Project.
This financing offers the flexibility to have the entire Firehall Expansion Project paid for in 2.5 – 8.5 years (if expected funded is award); longer if required. Finance PEI is willing to work with RMB and the Fire Department, to ensure monthly payments are manageable.
Working with the Municipal Affairs Template and fed with Admin input; the following Firehall Expansion Project Financing Bylaw is presented for Council adoption. (*attached*).

    Moved by ______________ and **seconded** by ______________to adopt the Firehall Expansion Project Financing Bylaw as presented.
    Votes for: ____ Votes against: ____ Result: __________

7. **Next Meeting** – Wednesday, August 19, 2026: 7:pm – Municipal Office, Wood Islands.

8. **Adjournment** – As there is no further business …

    Moved by __________________ to adjourn the meeting at: ________