



Rural Municipality of Belfast (RMB)

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

COUNCIL MEETING - AGENDA

Wednesday, October 21, 2026, at 7:00 PM

RMB Office, 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 September 2026** (*Admin - Ashley Feschuk*) (*attached*)
5. **Public Presentations (if any)** – *Members of the public are allowed five minutes to present to Council, with the approval of the Meeting Chair. Please provide your topic of discussion to the CAO prior to meeting commencement. This presentation is conversed through the Meeting Chair and not through other Members of Council. Members of Council are to ask questions through the Meeting Chair to the Members of the Public. Agenda items and New Agenda items are for discussion of **COUNCIL MEMBERS ONLY**. Members of the Public are not permitted to join in on Agenda Item Discussions during the Public Meeting and are not permitted to attend any closed Confidential In-Camera sessions of Council. Thank you for your cooperation.*

- a. ??? _____
- b. ??? _____

6. **Adoption of the September 16, 2026, Council Meeting Minutes** (*attached - previously distributed; all suggested changes already incorporated*)

Moved by _____ and seconded by _____ to
approve the Minutes of the September 16, 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 @ September 30, 2026:**

a. Share Acct 001	\$5.56
b. Chequing Acct 010	* \$76,026.07
c. CCBF (Gas Tax) Acct 011 (<i>after partial payout</i>)	\$359.41
d. Reserve Savings Acct 020	\$38.39
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

*** NOTE: Fire Hall Loan of \$32,000 taken from Chequing Acct. Cash Flow instead of GIC, to keep GIC and interest intact, since loan will be repaid before fiscal year-end.**

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

Revenues:	Budgeted	To-Date
i1 – Assessment Income (Commercial & Non-Comm)	\$424,807	216,870
i2 – GPEI Rink Grant (<i>in</i>)	8,500	0
i3 – Sub-Lease Rent (<i>bi-monthly pmts</i>)	6,762	2,818
i4 – CCBF (<i>in</i>) (<i>for Firehall Expansion Prj</i>)	82,000	133,137
i5 – Other (<i>HST/WCB refunds & other funding initiatives</i>)	17,000	15,000
Total	539,069	367,825
Expenditures:	Budgeted	To-Date
e1 – Council Remuneration, Contracts, Payroll, Deductions	\$149,368	61,303
e2 – Travel Allowance	1,000	362
e3 – Office Admin (Supplies/Hardware/Phones/Rent/Cleaning)	27,741	15,255
e4 – Advertising, Promotion and Website	1,500	535
e5 – Audit, Financial, Bank Fees, and Amortization	8,045	738
e6 – Insurance, Legal, WCB	10,566	10,000
e7abc – Projects (MEMP/Other)	250	10
e7d – Events (Remembrance/Halloween/Christmas/Other)	1,550	219
e8 – Elections or By-Elections	5,000	100
e9 – FPEIM, FCM, Prof Fees, Conferences, Workshops	7,649	5,919
e10 – Miscellaneous	500	0
e11 – Fire Protection Grant	165,000	82,500
e12 – GPEI Rink Grant	8,500	0
e13 – Community Grants	66,400	65,200
i4 – CCBF (<i>out</i>) (<i>for Firehall Expansion Prj</i>)	82,000	133,137
e14 – Contingency	1,000	1,726
e15 – Fire Hall Temporary Loan (unbudgeted – see * Note above)	0	32,000
e16 – Warming Ctr Operations (Belfast Rec Ctr/WIADC)	3,000	0
Total	539,069	409,004
	=====	=====
Change in Fund Balance (Net)	\$0.00	-\$41,179

+32,000 would be: -\$9,179

All 2026/27 non-monthly Community Grants are now paid out early. All revenues and expenditures are on track to-date. The current deficit in accounts is due to the unbudgeted-Council approved loan for the Fire Hall – see * Note above. As in past years, RMB is trying to finish the fiscal year with a better-than budget surplus and is currently on-track to achieve that goal.

8. **Belfast Rural Fire Department – Firehall Funding Update** (CAO – Bob Brooks) ... The Finance PEI financing is now in place and both the Fire Department and RMB have met the RGI criteria to release the pre-approved funds per schedule. Regarding the possible funds from the Government of Canada; they have decided to move our application to the **Atlantic Canada Opportunities Agency (ACOA) stream**. The new application has now been submitted and by all accounts it seems to be going well. This ACOA application (if successful) would mean the Firehall Expansion Project could potentially be fully paid off within 3 – 5 years. RMB continues to work closely with the Fire Department to help ensure the cost to the RMB Taxpayer is as small as possible. Many thanks to MP Kent MacDonald’s office, who continues to assist us with our funding aspirations – with a special thank you to Jay.
9. **Remembrance Day – Wreath Laying** (November 11, 2026) (Admin-Ashley Feschuk) – RMB participates annually at two wreath-laying events, put on by the Royal Canadian Legion within the RMB area. Typically, Mayor Garth Gillis will lay an RMB sponsored wreath at: St. John’s Presbyterian Church and another Council Member will lay another RMB sponsored wreath in long. This year the second wreath will be presented by?
_____.
10. **Play Area at Wood Islands Market area, Update** - (Deputy Mayor Docherty, Admin – Ashley Feschuk) ...

11. **Association of Municipal Administrators, Update** - (Admin – Ashley Feschuk) ...

12. **Home-heating Program** - (Deputy Mayor Docherty) _____

13. **General Municipal Election Update** - (Admin – Ashley Feschuk) ...

14. **Letter for Increased Provincial Support for Rural Volunteer Fire Departments** (Councillor Bryson, Admin – Ashley Feschuk) _____

15. **Harassment Policy Update** - (Admin – Ashley Feschuk) ...

16. **Federation of PEI Municipalities (FPEIM) Orientation of New Council Members** - (Admin – Ashley Feschuk) ...

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

18. **Next Meetings:**

- a) **Election Nomination Period** - October 7th to October 16th **Now Closed**
- b) **Municipal General Election Day** - **Monday, November 2, 2026**
- c) **Final Current Council Meeting** - Wednesday, November 18th at 7:pm
- d) **Swearing in of Newly Elected Council** – Wednesday, December 9th at 7:pm
- e) **RMB Holiday/Tree-Lighting Party** - Saturday, December 12th starting at 6:pm

19. **Motion to Move In-Camera for a Confidential HR Discussion**

Moved by _____ and **seconded** by _____ to move into In-Camera for a Confidential HR discussion.

Votes for: _____ Votes against: _____ Result: _____

20. **A Motion to Move Out of In-Camera from a confidential HR discussion.**

Moved by _____ and **seconded** by _____ to move out of In-Camera from a Confidential HR discussion.

Votes for: _____ Votes against: _____ Result: _____

21. **A Motion out of the In-Camera Meeting on a Confidential HR discussion.**

Moved by _____ and **seconded** by _____ to ???
_____.

Votes for: _____ Votes against: _____ Result: _____

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

Moved by _____ to adjourn the meeting at: _____

Meeting Minutes Approved On: _____

Mayor – Garth Gillis

CAO – Bob Brooks

13056 Shore Road – Unit 104a, Wood Islands, PE C0A 1R0 - Office (902) 962-2086
Website: www.ruralmunicipalityofbelfast.com Em: ruralmunicipalityofbelfast@gmail.com