



**Village of Belledune  
Regular Council Meeting  
July 16, 2018**

**Time:** 7:00 PM  
**Place:** Council Chambers  
Mayor, Joe Noel  
**Present:** Councillor, Paul Arseneault  
Councillor, Lilliane Carmichael  
Deputy Mayor, Sandenn Killoran  
**Absent:** Councillor, Tracy Culligan  
Councillor, Nick Duivenvoorden  
**Late:**  
**Staff Present:** CAO, Landon Lee  
Clerk - Treasurer, Brenda Cormier  
**Staff Absent:**  
**Staff Late:**

**Call to Order & Welcome**

Mayor Noel called meeting to order and welcomed public.

• Moment of Reflection

There was a moment of silence in memory of Glenna Hamilton of Belledune, Leonard Lapointe of Gravel Hill and Gary Gray (Ontario) formerly of Belledune.

• Oath of Office

Council reaffirmed their Oath of Office.

**Adopt Agenda**

**M 2018/07/16-104**

**Lilliane Carmichael moved that the Agenda be Adopted as Presented, seconded by Sandenn Killoran. MOTION CARRIED.**

**Statements of Conflict of Interest**

Nil

**Adoption of Minutes**

**M 2018/07/16-105**

**Lilliane Carmichael moved that the Minutes of the Special Meeting June 8, 2018, Committee of Whole Meeting June 18, 2018 and Regular Meeting of June 18, 2018 be adopted as presented, seconded by Sandenn Killoran. MOTION CARRIED.**

Business Arising from Minutes: Nil

**Presentations / Petitions / Delegations:** Nil

**Statements by Member of Council**

Mayor, Noel

- PERL Inc. - CMHC Funding Application Support

**M 2018/07/16-115**

**Sandenn Killoran moved that Belledune Council draft a written letter of support to PERL Inc. for the CMHC application for renovations and upgrades of the Don Bosco building, seconded by Lilliane Carmichael. MOTION CARRIED**

- Atapaqq Énergie inc. - Memorandum of Understanding (MOU) renewable energy infrastructure project

Council discussed an opt out clause and the legitimacy of a municipality entering into such an MOU and hold equity in a company for profit. Bathurst is checking this out with legal and they will share that information with the other municipalities.

Concerns were expressed about not having binding contracts regarding hiring local people. They come and make presentations and never hire local workers. It is felt that the proposed motion should be amended to include binding contract for X number of local people hired. Councillor, Arseneault is sure there is a way to get around the Procurement Act, etc.

It was clarified that this project is not within Belledune limits, although closest to Belledune. The project is basically all equipment, no manpower. The proponent Atapaqq Énergie inc. needs the support to submit the application.

**M 2018/07/16-106**

**Sandenn Killoran moved that Belledune Council accepts and authorizes the signing of the Memorandum of Understanding (MOU) with Atapaqq Énergie inc., for renewable energy infrastructure project, as presented, seconded by Lilliane Carmichael. MOTION CARRIED**  
**Against: Paul Arseneault**

	<b>For</b>	<b>Against</b>	<b>COI</b>
Paul Arseneault		x	
Lilliane Carmichael	x		
Sandenn Killoran	x		
	2	1	0

Deputy Mayor, Killoran

- Move in date and ribbon cutting for New Village Hall  
Mayor, Noel said there was training on July 24 & 25 for employees.  
CAO, Lee advised move in date he is working with is August 1, 2018.

Deputy Mayor, Killoran wish to see a Ribbon Cutting ceremony during Belledune Days.  
Date was set for Sunday August 5, 2018 as the Opening ceremonies.

- Nomination of Joe Lanteigne as the First new Member of the re-established Sports Wall of Fame  
Deputy Mayor, Killoran stated that the Sports Hall of Fame will be reinstated and put in the Gym of the new facility. Without nomination form, he is verbally nominating Joseph Lanteigne as the first membership to the reinstated Hall of Fame and there will be a ceremony to add the picture after the opening of the facility.

- Discussion with Council on the possibility of a September Retreat  
Proposal from Nancy Mathis of Pivotal Input  
Council was provided with copy of proposal in their meeting agenda packages.  
Deputy Mayor, Killoran will be bringing forward a motion to the next meeting.

- Congratulations to all of the Volunteers In Belledune's Succulent Lobster Festival  
Deputy Mayor, Killoran extended congratulations to all the volunteers who worked with himself, Councillor, Carmichael and Mayor, Noel on the Succulents Festival. He has been hearing nothing but great things about the event.

- Evaluations Schedule - Task Landon to complete as directed by the Finance Committee in last year's budget presentation.  
Deputy Mayor, Killoran noted it was discussed during this year's budget meetings that evaluation would be on cost savings and/or revenue generating. All employees will be evaluated and scored. CAO, Lee will need to prepared criterion to measure against. Employee wages will be determined on these evaluations, from recommendations by CAO's report. Eliminate blanket increases versus performance based.

Councillor, Arseneault asked if we are really looking at wage increases next year. He noted he would not support; and that the Salmon Barrier and Campground employees need increases. He inquired if Council would have final say, regardless of what the CAO, Report recommendations are.

Mayor, Noel said Council can look at the recommendations and agree or not agree.

Councillor, Arseneault said he felt that those not part of the Finance Committee for budget preparation did not have enough time to review or make rebuttal. He would like to see it start earlier this year and Council then get together as a group and take a look at it.

**M 2018/07/16-107**

**Sandenn Killoran moved that Council in accordance with the 2018 Budget Presentation and objectives, directs CAO Landon Lee to complete organizational and employee evaluations prior to the commencement of next year's budget proceedings in Mid -September 2018. Be it further moved that if CAO Lee requests the aid of an independent contractor to draft the criteria and conduct these initial evaluations he be given a budget of \$5,000.00 to procure said services, seconded by Lilliane Carmichael. MOTION CARRIED.**

- Organizational Culture - 5 Dysfunctions of a Team and the Village of Belledune  
Deputy Mayor, Killoran noted that this ties in somewhat with the previous discussion item regarding September Retreat. He will be sending the e-book to everyone "5 Dysfunctions of a Team.

Councillor, Arseneault

- Lack of workers, contractors, and trucks etc. not being used on local projects  
Councillor, Arseneault discussed the 2016 mandate that this Council committed to and the pact they made to have local people working. In particular, the issue with local people not getting jobs on the projects that Belledune is undertaking; noting the school renovation and the road work having no or little to no locals employed. We as Council made a promise to the people of Belledune and have failed to keep that promise.

- Unacceptable delay at Belledune School and the continued and future employment of Andrew Amos with Village of Belledune

Councillor, Arseneault wish to point out his dissatisfaction with Mr. Amos, who was the point man for this project and he did not do his job. As Council, we find every way to apologize for Mr. Amos's work or lack thereof. The mentality seems to be we fall over ourselves to accommodate someone from outside and do not hold them accountable.

We seem confined by previous policies, Procurement Act and Municipalities Act. He cannot see anywhere that these are etched in stone. We need to go through each line in these Acts and find out what does not work and where we can find things to manipulate to meet our needs. Why are we not dissecting and asking the questions of how we can fix our policy to address the local work issue. He feels that once the Procurement - Purchasing policy is fixed our local issues will get fixed.

Mayor, Noel rebutted Councillor, Arseneault's comments regarding no one hired and the responsibility was with the Mayor and/or CAO. He asked Councillor, Arseneault what he did about this.

Councillor, Killoran said while he is empathetic and supports getting local people employed, the issue is not having enough of these contracting businesses in Belledune to hire local people. Companies work in a corporate culture and they hire their own people because they trust their own people. We as a Council need to work at getting companies to make their home business location in Belledune. This will provide better opportunities for local people to get jobs.

Councillor, Arseneault moved onto the topic of Andrew Amos – as point man on this project; he feels that Council find every way to apologize for Mr. Amos's work or lack thereof. He feels there is no accountability expected of these people from outside. Mr. Amos did not do his job.

Deputy Mayor, Killoran stated that Andrew Amos was the General Contractor and was supposed to get government funding. In hindsight, it may not have been the greatest idea to go on this alone. He believes Council made a mistake initially when hiring Andrew Amos. He did great work in Sackville however, he was not held to task here; missed deadlines, twice. We need to be more structured and proactive in our contracts, building in clauses. For example penalties for failure on time and costs and percentage allotted for local.

Councillor, Arseneault said the purchasing and procurement policy is the issue. He does not see anywhere that these are etched in stone and this particular line in this Act does not work for us. He feels that if we fix the policy our local issues will be fixed.

### **Administration Reports**

#### **CAO, Lee**

- Culligan Slip Installation/Removal Tender Award  
Rescind Motion M 2018/06/18-103 correct error and Award to lowest bidder

#### **M 2018/07/16-108**

**Lilliane Carmichael moved that motion M 2018/06/18-103 be rescinded and that the tender for installation and removal of Culligan Slip be awarded to the correct lowest bidder, Woodcox Trucking for the amount of \$2,250 (plus HST) , seconded by Sandenn Killoran. MOTION CARRIED.**

- Yoga and Fitness - Tender Bids

Recreation and Wellness Coordinator, Darrell Culligan put out a public tender for both programs and submission came from same providers as last time. Program will be for 30 weeks, starting in September. CAO, Lee will work with legal counsel to prepare the agreements.

#### **M 2018/07/16-116**

**Sandenn Killoran moved that Council accepts the Report from Recreation and Wellness Coordinator, Darrell Culligan and awards the tender for Yoga classes to Sunny Bosca, certified yoga instructor and Fitness classed to Andre Lanteigne, for the cost of \$300 per week each (based on 2 hours per week), seconded by Lilliane Carmichael. MOTION CARRIED.**

#### **Clerk/Treasurer, Cormier**

- Financial Reports

#### **M 2018/07/16-109**

**Sandenn Killoran moved that the Financial Report be accepted as presented and the Accounts Payable be paid, seconded by Lilliane Carmichael. MOTION CARRIED.**

- Succulents Festival - Financial Report (Preliminary)

Clerk/Treasurer, Cormier gave a preliminary financial report for the Succulents Festival with the information she has to date.

Belledune Budget projection was \$25,000 for expenditures and \$20,000 for revenue, which would equal a Net Loss of \$5,000 to Belledune.

To date the Net expenditures are at \$27,913.50, Net Revenue at \$14,755.96 plus the \$5,000 Belledune commitment.

The Balance of Expenditures over Revenue equals a deficit of \$8,157.54, which would be a total of \$13,157.54 expenditure for Belledune.

A final report will be submitted at a subsequent meeting once all invoices are received.

- Special Functions and Events
    - Purchasing & Revenue Collection Issues - Unauthorized personnel
    - Treasurer Accounting and Responsibility
    - Vendor Issues
- Copy of Report on file.

Clerk/Treasurer, Cormier summarized the report submitted to Council by explaining some of Accounting and accountability issues when there are a number of persons (non-municipal or non-authorized) are charging on Village accounts and collection revenues without documented sales. The charging on Village accounts is also problematic for vendors, as they are not sure if they should be charging to unauthorized persons. Not sure if the charge is legitimate or not, sanctioned by Belledune. As well, Auditors inquire about purchasing and collection of revenue practices to identify possibility of fraudulent behavior and this must be disclosed.

The recommendation in the report, particularly, with more and more function - events, etc. going on is to appoint specific person for purchasing, so that the Vendor can be advised in writing that this individual has authority to purchase for a specific period of time. The same should apply to the collection of revenue. It is much easier to have accountability and responsibility for Village funds, if there is a controlled process in place.

Councillor, Arseneault suggested having a forensic audit going back five (5) years and go through every purchase, etc.

Deputy Mayor, Killoran noted it may be difficult to have one assigned person for such events. He also inquired about adding additional signing authority on Bank Accounts when the Clerk/Treasurer is absent.

Clerk/Treasurer, Cormier advised that CAO, Lee will be added to the Bank Accounts as additional signing authority, as he is assigned as Assistant Clerk & Assistant Treasurer in the CAO By-law, and will perform the duties of such in the absence of the Clerk & Treasurer.

Councillor

**By-laws and Policies**

- Dangerous and/or Unsightly Premises - Cleanup Order 60 Ocean Ave.
  - Extension of Time

**M 2018/07/16-110**

**Sandenn Killoran moved that the following resolution regarding Notice to Comply under the Dangerous and/or Unsightly Premises By-law for property of Evangeline Durette at 60 Ocean Avenue (PID 50076637) be adopted as presented, seconded by Lilliane Carmichael. MOTION CARRIED.**

Resolution re: 60 Ocean Avenue, PID 50076637
---

property of Evangeline Durette

Whereas the Village of Belledune regulates the upkeep of properties under the provisions of by-law DUP 09-2011 respecting Dangerous and/or Unsightly premises;

Whereas the dilapidated building situated on the above-mentioned property causes the premises to be unsightly under the meaning of paragraph 131(1) (d) of the Local Governance Act;

WHEREAS the yards on the above-mentioned property are covered by an excessive accumulation of demolition debris, rubbish, refuse, residue, vehicles and a multitude of things (hereafter referred to as the debris) thus causing the premises to be unsightly under the meaning of paragraphs 131 (1) (a), (b) and (c) of the Local Governance Act;

Whereas a notice to comply was issued on October 12, 2017 ordering the demolition of all existing buildings and the removal of all debris before November 26, 2017;

WHEREAS the Village of Belledune Dangerous or Unsightly Premises Appeal Committee granted an extension to June 30, 2018 to comply with the Notice to Comply dated October 12, 2017;

Whereas the registered owner, Evangeline Durette, did not comply with the order;

Be it resolved, by the council of the Village of Belledune as follows:

That council causes all buildings and structures on the property located at 60 Ocean Avenue and bearing PID number 50076637 to be demolished, and that the property be cleared of all debris, that the foundation holes be backfilled and that the ground be levelled.

That council authorizes entry by its employees and by its agents upon the lands at any time and without further notification after 8 a.m. on September 22, 2018 for the purpose of carrying out the above-mentioned works,

That the CAO is authorized to execute a demolition contract for the demolition of the buildings, the cleaning up of the property and the levelling of the ground in an amount not to exceed \$15,000.00,

That the cost of carrying out all works, including any related charge or fee, be charged to the owner and becomes a debt due to the municipality,

That the Village of Belledune applies to the Department of Finance for reimbursement of expenses and any associated uncollectable remedial costs after the municipality has made all reasonable efforts to recover unpaid amount.

- Amendments to its Rural Plan, being By-law no.17-01-2008 entitled ‘‘A By-Law to adopt the rural plan of the Village of Belledune’’

**M 2018/07/16-111**

**Sandenn Killoran moved that the following Resolution regarding the commencement of process for proposed Rural Plan amendments be adopted as presented, seconded by Lilliane Carmichael.**

**MOTION CARRIED.**

COUNCIL RESOLUTION RESPECTING THE ENACTMENT OF A BY-LAW AMENDING THE  
RURAL PLAN

Subject: Various rezonings

WHEREAS the Municipal Council intends to adopt amendments to its Rural Plan, being By-law no.17-01-2008 entitled ‘‘A By-Law to adopt the rural plan of the Village of Belledune’’ for the following purposes:

Rezoning 1: To change the zoning of some properties along the waterfront of the Bay of Chaleur between Roherty Point to the west and the estuary of the Belledune River to the east. For the purpose of the Rural Plan, the zoning is changed from OS (Open Space, Conservation Area and Parks Zone) to RU-2 (Rural Type 2). The following properties are concerned by this rezoning:

Property of Alton Roherty Estate, PID 50142801; Property of Lourette Hickey, PID 50142587; Property of Allen Sanders, PID 50374503; Property of Florent Hachey, PID 50374511; Property of Village of Belledune, PID 50143346; Property of Jean-Paul Landry, PID 50142686; Property of T.S. Hachey and Sons Limited, PID 50142561; and Property of Frank John McDonnell, PID 20252482.

Rezoning 2: In addition to the uses normally permitted in the Residential Type 2 – R-2 Zone, it is also permitted to develop a campsite to be occupied by a maximum of one travel trailer on the property owned by Victor Moriarity located on Carney Road and bearing PID 50346774.

Rezoning 3: To correct some typos or discrepancies contained in the zoning provisions of the rural plan.

**BE IT RESOLVED THAT**

- a) An amending by-law is drafted;
- b) A public notice is posted on the website of the village as prescribed by the Community Planning Act;
- c) Consideration of objections to the proposed by-law takes place on August 20, 2018 at 7:00 PM in the Council Chamber;
- d) Written objections are considered up to and including September 3, 2018; and
- e) the Municipal Clerk requests in writing the views of the Chaleur Regional Service Commission.

**Motions and Resolutions**

- Public - Rail Safety Week

**M 2018/07/16-112**

**Lilliane Carmichael moved that the following Resolution regarding Public-Rail Safety Week be adopted as presented, seconded by Sandenn Killoran. MOTION CARRIED.**

**Resolution in Support of Public- Rail Safety Week**

Whereas Public- Rail Safety Week is to be held across Canada and the United States from September 23 to 29, 2018

Whereas it is in the public's interest to raise citizens' awareness on reducing avoidable accidents, injuries and damage caused by collisions at level crossings or incidents involving trains and citizens;

Whereas Operation Lifesaver is a public/private partnership whose aim is to work with the rail industry, governments, police services, the media and other agencies and the public to raise rail safety awareness;

Whereas CN has requested municipal Council adopt this resolution in support to its ongoing effort to save lives and prevent injuries in communities, including our municipality;

It is hereby RESOLVED to support national Public-Rail Safety Week, to be held from September 23 to 29, 2018.

- UMN B Conference September 28-30, 2018 Fredericton

Councillor, Carmichael noted that due to work issues, she will only know after September 1, 2018 if she can attend the Conference or not, which would result in a late registration fee.

**M 2018/07/16-113**

**Sandenn Killoran moved that all Council and Staff be authorized to attend the UMNb Conference in Fredericton from September 28-30, 2018 and have registrations completed by August 5, 2018, seconded by Lilliane Carmichael. MOTION CARRIED.**

**General Correspondence**

- Correspondence In: Action  
DTI- Public Works Disposal - Property PID 50086016
  - Property is land locked, inform the department that the Village of Belledune has no interest.Jean-Luc Loupias - Pilgrimage through Belledune
  - No recommendation for request for accommodation.
  
- Correspondence In: Continued  
Belledune Library Report, June  
R. Bourque- Crime Stopper Report, June  
Minister Fraser, DTI - Canada Infrastructure Plan  
Minister Fraser, DTI - 5 Year Plan, 2019 Priorities for Municipal Designated Highway Program
  
- Correspondence Out:  
Blanche Degrechie - Hardship donation  
R. McIntyre & D. Godin - PID 50073873 Permit  
Ambulance NB - Staffing & Response Times In Belledune  
Minister of Health
  - Understaffing at Belledune Ambulance Station
  - Nurse Practitioner at Jacquet River Clinic

**Closed Session** Nil

**Adjournment**

**M 2018/07/16-114**

**Sandenn Killoran moved that the meeting adjourn at 8:28 P.M., seconded by Lilliane Carmichael. MOTION CARRIED.**

---

Mayor

---

Clerk/Treasurer