



**Village of Belledune  
Regular Council Meeting  
October 22, 2024**

**Time:** 7:00 PM  
**Place:** Belledune Council Chambers  
Mayor, Paul Arseneault  
Councillor, Lilliane Carmichael  
**Present:** Councillor, Cynthia Robinson  
Councillor, Marilyn Guitard-McDonnell  
Councillor, Ron Bourque  
**Absent:**  
**Late:**  
**Staff Present:** Chief Administrative Officer, Landon Lee  
Clerk Treasurer, Angela Culligan  
**Staff Absent:**  
**Staff Late:**

**Call to Order & Welcome**

- Acknowledgement of "Treaties of Peace and Friendship"
- Reaffirm Oath of Office
- Moment of Reflection

**Adopt Agenda**

**M 2024/10/22-98**

**Lilliane Carmichael moved that the Agenda be Adopted as Presented, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

**Statements of Conflict of Interest**

**Adoption of Minutes**

**M 2024/10/22-99**

**Lilliane Carmichael moved that the Minutes of the Committee of Whole Council Meeting of September 3, 2024 and the Regular Meeting of September 16, 2024 be adopted as presented, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

Business Arising from Minutes

**Presentations / Petitions / Delegations**

**Statements by Member of Council**

Mayor, Arseneault

Councillor, Bourque

- Discussion on when arena should close or have hockey schools

Councillor, Bourque commented that running hockey schools at our arena is unprofitable. Councillor Bourque would like to use the arena in early May 2025 for an event that he is looking at organizing that will bring the Army Air & Sea Cadets to our community. This will not interfere with the hockey school, which is finished on April 30, 2025 and the ice will be out in time for this event. Council agreed that the arena can be used for this event.

Councillor, Carmichael

Councillor, Guitard-McDonnell

Councillor, Robinson

**Administration Reports**

- Social and Environmental Grant Report

**M 2024/10/22-100**

**Lilliane Carmichael moved that the Social and Environmental Report for October 2024 be accepted as presented and recommendations approved; \$500 to the DRHS International Students Program , seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

**M 2024/10/22-101**

**Lilliane Carmichael moved that the Village of Belledune give a Social & Environmental Grant of \$10,000 to the Jacquet River School Student Council and a grant of \$5,000 to the Jacquet River Breakfast Program for the year 2024 for the purpose of addressing all school related funding requests that would have been submitted to the Village of Belledune with the condition that a report be provided from the Jacquet River School Student Council to the Village of Belledune by December 31, 2024 with details of where the funds were expended, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

CAO, Landon Lee

Clerk/Treasurer, Angela Culligan

- Financial Reports

2024/10/22-102

Lilliane Carmichael moved that the Financial Report be accepted as presented and the Accounts Payable be paid, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- 2023 Annual Report

2024/10/22-103

Lilliane Carmichael moved that in accordance with NB Regulation 2018-54 under the Local Governance Act, Council adopt the Village of Belledune 2023 Annual Report, as presented, and post to the Belledune website, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

### By-laws and Policies

- Procurement Policy

M 2024/10/22-104

Lilliane Carmichael moved WHEREAS, the Village of Belledune is committed to ensuring the responsible and efficient use of public funds; and  
WHEREAS, the Village of Belledune has determined that it is necessary to implement a formal procurement policy to ensure transparency, fairness, and accountability in the procurement of goods and services; and  
WHEREAS, a comprehensive procurement policy has been developed to provide clear guidelines and procedures for the procurement process, ensuring compliance with applicable Provincial laws, and promoting best practices in purchasing; and  
WHEREAS, this new policy establishes principles, thresholds, requirements for public tendering, criteria for evaluation, exemptions and spending authorities;

BE IT RESOLVED, by the Village of Belledune approves and adopts the new Procurement Policy 01/2024, which shall govern the procurement of all goods, services, and construction contracts, effective immediately upon passage of this resolution, and Procurement Policy 02/2012 and subsequent amendments are hereby repealed, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

### Motions and Resolutions

- Toromont Cat Service Agreement

M 2024/10/22-105

Lilliane Carmichael moved that the Council of the Village of Belledune accepts the Service Agreement between Toromont Cat and the Village of Belledune, and the Mayor and Clerk sign the agreement, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

### General Correspondence

- Correspondence List & Documents

### Closed Session

### Adjournment

**M 2024/10/22-106**

**Lilliane Carmichael moved that the meeting adjourn at 7:22pm, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

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Mayor

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Clerk Treasurer