



**Village of Belledune
Regular Council Meeting
February 18, 2020**

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

Call to Order & Welcome

Mayor, Noel called meeting to Order and welcome everyone.

- **Moment of Reflection**

Mayor, Noel asked for a moment of silence in memory of; Donald Black formerly of Belledune
Velma Godin of Belledune, Allard St. Coeur of Belledune and Lionel Carrier of Lorne.

- **Oath of Office**

Council reaffirmed their Oath of Office.

Adopt Agenda

M 2020/02/18-25

Nick Duivenvoorden moved that the Agenda be Adopted as Amended with changes, remove under Councillor, Arseneault, section 6.2.3 Motion M 2020/02/18-28, remove under Motions & Resolutions section 9.3, Motion M 2020/02/18-40 and remove under CAO, Lee section 7.1.3 PETL Lease Agreement and Motion M 2020/02/18-35, seconded by Tracy Culligan. MOTION CARRIED.

Statements of Conflict of Interest

Nil

Adoption of Minutes

M 2020/02/18-26

Tracy Culligan moved that the Minutes of the Committee of Whole Council Meeting, January 6, 2020 and the Regular Meeting of January 20, 2020 be adopted as presented, seconded by Lilliane Carmichael. MOTION CARRIED.

Business Arising from Minutes

Councillor, Duivenvoorden requested to take a more aggressive approach.

Sent letter to Chaleur Sawmill and Shaw advising of the intention of Council to request to have Route #134 designated No Through Trucking.

Presentations / Petitions / Delegations

Nil

Statements by Member of Council

Deputy Mayor, Killoran

- Grant Policy - Recap from Public Meeting held Sunday, February 16

Deputy Mayor, Killoran said the tentative date was scheduled for Sunday, but legal did not get back in time for Council to feel comfortable meeting. He still held office hours from 2:00 – 5:00 p.m. and will do every week. There is an apparent rush to get it done to get the policy in place to get applications. Can leave to next Council to award, need to have in place before next election.

Mayor, Noel stated sooner than later.

- Aulnes Sponsorship Top Up

Deputy Mayor, Killoran said the group was asking for \$5,000, and the amount approved is a big difference. The issue is the cost of translation services. He was thinking it could be up to \$1,500.

Council members discussed the cost and benefits of this session, including the involvement of Belledune youth. Look at this as an economic development from a youth perspective.

Directive was to consider this an Economic Development initiative and taken from that Budget.

Deputy Mayor, Killoran said the host should be asked to present to the Youth Advisory Committee and will ask them to come do a profile for Belledune, something generic that can be used for advertising.

M 2020/02/18-27

that the light of the miscommunication between the Village of Belledune and the Maritime Spaces Initiative we revise our sponsorship to \$1,500, to assist in their hosting of their first episode focussing on the Village of Belledune MOTION CARRIED.

M 2020/02/18-27B

Nick Duivenvoorden moved that the Motion M 2020/02/18-27 be amended to increase the amount to \$2,500, seconded by Tracy Culligan. MOTION CARRIED

Against: Paul Arseneault

	For	Against	COI
Paul Arseneault		x	
Lilliane Carmichael	x		
Tracy Culligan	x		
Nick Duivenvoorden	x		

Sandenn Killoran	x		
	4	1	0

M 2020/02/18-27C

Sandenn Killoran moved that the light of the miscommunication between the Village of Belledune and the Maritime Spaces Initiative we revise our sponsorship to \$2,500, to assist in their hosting of their first episode focussing on the Village of Belledune, seconded by Tracy Culligan. MOTION CARRIED. Against: Paul Arseneault

	For	Against	COI
Paul Arseneault		x	
Lilliane Carmichael	x		
Tracy Culligan	x		
Nick Duivenvoorden	x		
Sandenn Killoran	x		
	4	1	0

- Debate Committee

Mayor Noel, noted a Committee would require a By-law

As well he asked the Clerk/Treasurer to send out what other communities have done or are doing. From the response received, they do not organize debates as a Council or Committee of Council. The use of Village dollars to do this could be perceived as using municipal funds to campaign. Most municipal debates are organized and hosted by other organizations, such as Chamber of Commerce.

Council members had discussion regarding the use of public funds for this – a service, not campaign. As well, discussion on using the Chaleur Chamber of Commerce to take on the task, debate being a Mayor debate or a full candidate debate and use of municipal funds.

Deputy Mayor, Killoran was on board with this concept, but believe the Village should pay for a flyer to the community advertising the event.

M 2020/02/18-28

Sandenn Killoran moved that the Village of Belledune create a Committee of three selected persons who are not seeking election within the municipality, to host and conduct a municipal candidate’s debate. The structure(s) of which is to be determined by the Committee. They may seek input from candidates at a general meeting, if they choose to. The debate shall be held no later than two weeks prior to the Municipal Election date set by the provincial government. The Committee shall receive municipal funds in the amount of \$2,000.00 to facilitate the rental of an appropriate space, rental of any necessary audio-visual equipment, light catering, and for advertisements to the citizens of Belledune. These advertisements must include a flyer mailed to all residents. With the option available for online and radio advertisements. The budget may also cover the payment of an outside moderator if the Committee does not contain a willing participant or is not perceived to be free from bias or conflict of interest. Applications and Nominations will be open until February 29th, 2020. And if the number of applicants exceeds the number of remunerated positions (\$200 for each debate organized) the CAO, in isolation from Council or candidate influence, shall select the three successful applicants, seconded by Tracy Culligan. MOTION DEFEATED.

Against: Paul Arseneault, Lilliane Carmichael, Tracy Culligan, Nick Duivenvoorden, and Sandenn Killoran

	For	Against	COI
Paul Arseneault		x	
Lilliane Carmichael		x	
Tracy Culligan		x	
Nick Duivenvoorden		x	
Sandenn Killoran		x	
	0	5	0

- Congrats to the JRS Lady Tigers on their Championship Season – Statement
Deputy Mayor, Killoran wish to congratulate the team on their season. He is not sure how they did over the weekend, though.
- Response to the Recent Provincial Health Care Announcements – Statement
With the recent change in the announcement he has on response, but does want to say there is a lot of chum in the water in rural areas, things keep changing. There are a lot of things in flux. The current and next Council will have to be very cognitive to what is happening; where services are deemed necessary.
- Youth Advisory Committee Report - Completed After our Thursday meeting.
 - Anika Duivenvoorden - Chairperson Present Report – a copy will be provided to Clerk for municipal files.
 - Ms. Duivenvoorden encouraged current and perspective Council members to attend their next two meeting.

Mayor, Noel extended congratulation to the Committee and encouraged them to keep going.

Councillor, Arseneault

- Policy Committee
Councillor, Arseneault referenced to the people in the gallery, the discussion regarding the formation of a Committee with public, Council and staff members. However, he is not bringing forward a motion at this time for three (3) reasons. First, there is a boatload of policies to be reviewed, etc. And with only three (3) months left with this current Council, the timing is not ideal. Second, in the next three (3) months, need to issue important amendments to Procurement Policy, we are already there and can do in a single motion. The final and most important, we are promising at least two (2) meetings before we bring in Grant Policy with private business and public. Deputy Mayor, Killoran and Council is working on. It is important to not blur the lines. There are two (2) things; the Grant Policy and the Buying Policy. He does not want to blur line on what the Committee is going to do and what meeting was going to do. For the public meeting he is suggestion the March break to give people time to digest. There is a lot of good things in the Grant Policy. If the process is right; he believed the policy will be embraced.

CAO, Lee advised that he did not get the Grant Policy back from legal, but had he had telephone conversation and he did notes (5 or 6) from that on the policy and sent to Council. Council should meet to review.

Deputy Mayor, Killoran recommended have the notes in presentation and present to public that way, as legal notes.

M 2020/02/18-29

Removed - Amended Agenda MOTION CARRIED.

- Independent Audit Phase 1 March – Motion

Councillor, Arseneault advised Council that the next time they hear from him it will be a motion, maybe not March. He talked to a lot of people – not from outside and this is something the Village needs before the next large project, so we get it right. This is the last conversation he is going to have on this.

Deputy Mayor, Killoran there are agents that do post mortem. Not necessarily a financial audit.

- Code of Conduct By-law – Discussion

Councillor, Arseneault has issues with this proposed By-law and his problem is as much with the province. He believes there should be a uniform Code of Conduct for every Council in the province. That is why he has not put forward any changes; he does not think any of it makes sense. It is hard when there are different Councils working with different codes, this is provincial. The one presented is not a Code of Conduct but a Code of Engagement – talking about how to engage with citizens. This is a legal binding contract, talking about how to sanction individual council members; a very serious document. How we engage our citizens is a very serious issue.

Mayor, Noel said this is a provincial regulation and we got ours down close enough now, will be on the March agenda again.

Deputy Mayor, Killoran said is it written to be broadly applicable as possible. It may never be used or used too often. There have been contentious relationships in the past, code subject to interpretation. Need a more specific code should be a break down to the four (4) issues in the regulation.

Mayor, Noel recommend everyone read prior to March.

- Jacquet River School Lady Tigers/Belledune Skating Club – Acknowledgement

Councillor, Arseneault said the team took 4th place with 2 wins, 1 loss. The girls, coaching staff and school deserve credit, they are competing against much larger schools in comparison.

He would also like to recognize the Belledune Skating Club as a top-notch organization. They are a small group, less than 10; they will try again next year, it may not continue.

Councillor, Duivenvoorden noted there will be no ice show this year for the first time. Sad, population going. As for the athletic teams at Jacquet River School, now at less than 100 students, amazing they can still pull off competitive teams.

Councillor, Carmichael

- 2020 Budget Presentation - Set a date

Mayor noted that Council will each do sections of the Budget.

M 2020/02/18-30

Tracy Culligan moved that the 2020 Budget Presentation take place at the Committee of Whole Council Meeting on March 2, 2020, seconded by Sandenn Killoran. MOTION CARRIED.

Councillor, Duivenvoorden

- Pub Night

Councillor, Duivenvoorden gave a verbal financial report on the Valentine Day pub night.

Collection at the door \$310, 50/50 Draw \$152 – Total \$462.

Expense \$400 Bank, Band Bar/Food Tab \$35, out of Pocket \$20.64 & \$10.40 leaving a difference of \$4.04. Current Pub Night funds sits at \$292.02

He is working on St. Patrick's Day event, hopefully a big event.

- Belledune Business Association

Councillor, Duivenvoorden said he met with CAO, Lee and Darrell Culligan and Darrell will assist him to try to get the group off the ground. There are a few ideas being worked on. Sometime in March is the next targeted date for meeting. It is either going to happen or die. The Business Association has to drive it.

Councillor, Arseneault made a recommendation regarding the drafting of the agenda. Suggested reaching out to the businesses asking them to contribute to the agenda.

Councillor, Duivenvoorden said the idea warrants merit. The group needs to be disassociated with Council of the day. Have someone come in from another Chamber of Commerce and say what it entails, objectives and benefits. It can't be just for the benefit of the businesses; it is for the benefit of the community. The objective, growing the community -growing business.

Councillor, Duivenvoorden left meeting at 8:12 P.M. and returned at 8:14 P.M.

Administration Reports

CAO, Lee

- Grant Report and Recommendation

M 2020/02/18-31

Lilliane Carmichael moved that CAO Social & Environmental Grant Report of February 2020 be accepted as presented and recommendations approved: \$250 to Restigouche Minor Hockey- 2020 Pee wee 'C' Provincial Championship Tournament and \$100 to Friends of Healthcare Foundation, seconded by Tracy Culligan. MOTION CARRIED.

M 2020/02/18-32

Tracy Culligan moved that a Social & Environmental Grant be awarded to Flo Guitard in the amount of \$1,500 for Children's Dances for the year 2020 and the funds be channeled through the Belledune Volunteer Fire Dept., seconded by Lilliane Carmichael. MOTION CARRIED.

- Building Renovations Phase 2 - Change Orders Approval

M 2020/02/18-33

Nick Duivenvoorden moved that Council approve the Change Orders No 1 - 15, for the Building Renovation Phase 2 for the total amount of \$ 17,496.66, seconded by Lilliane Carmichael. MOTION CARRIED.

CAO, Lee advised there is a meeting coming up. This project, Phase 2 did not have a contingency built in. Normally there is a 15% contingency (industry standard) to cover this type of stuff, which would

have meant \$75,000-\$85,000 on this project. They are doing quite a good job of keeping the numbers down.

- Lease Agreements
McDougall Auctioneers Ltd.

M 2020/02/18-34

Lilliane Carmichael moved

that the Lease Agreement between the Village of Belledune and McDougall Auctioneers Ltd. c/o Kristie Carrier for the office space (Units 5 & 6) on the west side of the municipal facility at #2471 Main Street, Belledune, N.B., for \$1,000 (plus HST) per month, for three (3) years term, be accepted and the Mayor and Clerk sign the final version of the document, seconded by Nick Duivenvoorden. MOTION CARRIED.

M 2020/02/18-35

Removed - Amended Agenda MOTION CARRIED.

- Café RFP
 - Direction required on what café components the municipality will be providing, and what components the operator will be responsible for.

CAO, Lee said the original RFP will have to be redrafted. He needs to identify, line by line, what is included; all appliances or few appliances. Question of Audio / Video equipment, pots and pans – what is to be included. In the meantime, he is building RFP as it stands now, then needs direction to make modifications.

Deputy Mayor, Killoran said he is overthinking this. He would leave it open and request what they will bring and what they expect to bring. It would be part of the evaluation. Better to sent out, ask for plans and their expectations – tenant owned or permanent.

Councillor, Arseneault talked about what if no one interested, we are stuck with this room – no one wants. He never understood the idea of this being a café with a tenant. It cost a lot of money. The room has been designed to do one thing. This is a reason for an audit, we should know we used spaces in the best way – not put the cart before the horse.

Deputy Mayor, Killoran noted he remembers discussion on the café because people in the community, retired women especially, having a place to go have coffee. Maybe there should have been more scrutiny.

Mayor, Noel and Councillor, Carmichael both noted there is interest.

Clerk/Treasurer, Cormier

- Financial Reports

M 2020/02/18-36

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

By-laws and Policies

- Community Event Committee By-law - Appointment of Recording Secretary

M 2020/02/18-37

Sandenn Killoran moved that in accordance with By-law No. CEC 12-2019, Community Events Committee, Kayla Hickey be appointed to the Committee as Recording Secretary, seconded by Lilliane Carmichael. MOTION CARRIED.

Motions and Resolutions

- Motion Report and Public Circulation

Council discussion around this additional step for preparation of a report prior to minutes were in relation to efficiency, effectiveness as well as other such things as environments (more paper, more waste), missing information no discussion only motions, etc., and as well other means of communication coming in future with new website and use of electronic recordings of meetings.

M 2020/02/18-38

Sandenn Killoran moved that Council authorize the preparation of a Motion Report prior to and separate from the formal Minutes, to have circulated to the public in the Belledune Newsletter and change the deadline mailing date of the Newsletter to the 4th Monday of the month, seconded by Lilliane Carmichael. MOTION DEFEATED.

Against: Paul Arseneault, Lilliane Carmichael, Tracy Culligan, and Nick Duivenvoorden

	For	Against	COI
Paul Arseneault		x	
Lilliane Carmichael		x	
Tracy Culligan		x	
Nick Duivenvoorden		x	
Sandenn Killoran	x		
	1	4	0

- Jacquet River School Breakfast Program

M 2020/02/18-39

Nick Duivenvoorden moved that the Belledune Council approve a Social & Environmental Grant for the Jacquet River School Breakfast Program in the amount of \$500 per month - for the balance of the school months for year 2020 (to December), starting the month of February, seconded by Lilliane Carmichael. MOTION CARRIED.

Councillor, Duivenvoorden inquired who is doing.

Mayor, Noel advised Doris Guitard provides service and the school buys the supplies.

- Meeting Date Changes

M 2020/02/18-40

Remove - Amended Agenda MOTION CARRIED.

General Correspondence

Correspondence In:

Tweedie & Associates - Energy Audit & Carbon Footprint Audit for Municipalities

- CAO, Lee to look into.

CRSC, Planning - Variance PID 20279741

- No submission to the CRSC Planning.

Belledune Library Monthly Report -December 2019

Restigouche SPCA Monthly Reports - December 2019

Atlantic Railway - Track Inspection Report -December 2019

Ronald Bourque, Crime Stoppers Report for January 2020

Correspondence Out:

RCMP, Ms. Hache - Musical Ride

- No response yet, Clerk/Treasurer, Cormier will follow up.

DTI, Justine MacLead, Route #134 Designation

No response yet.

Closed Session

Nil

Adjournment

M 2020/02/18-41

Sandenn Killoran moved that the meeting adjourn at 8:50 P.M., seconded by Tracy Culligan.

MOTION CARRIED.

Mayor

Clerk/Treasurer