



**Village of Belledune
Regular Council Meeting
March 20, 2023**

Time: 7:11 PM
Place: Belledune Council Chambers
Mayor, Paul Arseneault
Councillor, Lilliane Carmichael
Present: Councillor, Cynthia Robinson
Councillor, Marilyn Guitard-McDonnell
Councillor, Ron Bourque
Absent: Councillor, Kristie Carrier
Staff Present: Clerk - Treasurer, Brenda Cormier
Administrative Assistant, Nicole Carrier

Call to Order & Welcome

Mayor Arseneault called meeting to order and welcomed public.

- Acknowledgement of "Treaties of Peace and Friendship"

Mayor, Arseneault read the Acknowledgement of "Treaties of Peace and Friendship".

- Reaffirm Oath of Office

Council reaffirmed the Oath of Office

- Moment of Reflection

Deputy Mayor, Bourque called for a moment of silence in memory of ; Floyd Legacy, Allan Moriarty & John Carrier of Belledune, Glenda Esliger, Donald Harvey & Adelia Lapointe of Nash Creek and Opal Hickey of Lorne

Adopt Agenda

M 2023/03/20-55

Lilliane Carmichael moved that the Agenda be Adopted as Amended with changes addition under 9.7 -Belledune Data Protection & Storage, Townsuite Cloud Hosting, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Statements of Conflict of Interest -Mayor, Arseneault noted he may have Conflict-of- Interest later on in the Agenda.

Adoption of Minutes

M 2023/03/20-56

Lilliane Carmichael moved that the Minutes of the Committee of Whole Council Meeting of February 6, 2023, the Regular Meeting of February 21, 2023 and the Special Meeting of February 28, 2023 be adopted as presented, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Business Arising from Minutes - Nil

Presentations / Petitions / Delegations

- Atapaqq Energy, Raphael Roy Extra guess: Terry Richardson from Pabineau
 - Renewable Energy Infrastructure Project near Belledune area in partnership with Belle-Baie, Bathurst, Pabineau First Nation and Eel River Bar.

CLOSED Session - 6:30-7:10 P.M.

Closed meetings – Section 68 of the Local Governance Act

68(1) A council meeting or a committee of council meeting may be closed to the public for the duration of the discussion if it is necessary to discuss

- (a) information of which the confidentiality is protected by law,
- (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract,

Statements by Member of Council

Councillor, Adams Robinson

- Update on the hiring of the Public Works Labourer

There were 30 applications received and people are wondering what the status of the hiring is for this position.

It was suggested that with Mr. Lee starting tomorrow, it would be a good idea to bring this back to the Committee of Whole meeting.

- Update on Joint Health and Safety Committee

WorkSafe NB send a non-compliance in February and as well the need to establish a Joint Health and Safety Committee. That was incorrect, we do have one; Councillor, Carmichael was appointed to the Joint Health and Safety Committee last year, so where are we going with this.

Councillor, Carmichael said she is not up to speed on this and will discuss with CAO.

Mayor, Arseneault notes that last summer or even before that we had talked about committees, some has openings and others that had not done a lot, including our EMO, but we are starting to get a grip on that. It's really imperative sometimes that you have a full-time CAO in order to get those started; it is sometimes hard to get these things coordinated. We do have to do a much better job with committees and forming reports. We have to make a concerted effort that where ever our deficiencies are in our committees we need to start addressing them very seriously. In terms of committees, we have been threading a lot of water, unfortunately. These things happen and at least we are acknowledging that

these exist and we need to start bearing down and getting these committees straightened out and I think there is a commitment to do that.

Councillor, Bourque noted that work health and safety will probably be one of the most important issues that we have. In most cases it deals with our staff. Council do have a commitment to be there. Believe the superintendent in the past and administrative clerk-assistant have attended seminar. He asked if Nicole has attended one this year.

Nicole Carrier said that they hadn't attended for a number of years; there was no movement on the committee and that is part of Council's obligation and the CAO's. In 2002 a Joint Health & Safety Committee was established and meetings were held monthly until 2008. Council changed and hired a CAO and after that there was not much movement forward.

Councillor, Bourque confirmed that there were courses attended in the past and with Covid behind hopefully that will open up the province for those again and some training. He knows the staff reports to the CAO but Council is also responsible for the conditions our staff work in and he believes it is one of the most important committees we have to form and be informed on how things are progressing and the safety of our workers. For him, the sooner the better.

- Chaleur Bay Watershed Group
Addition of community representative to Board of Directors

Councillor, Robinson noted that with the changes from municipal reform and restructuring, Belledune is now allowed a second representative on the Chaleur Bay Watershed Group. She is the Council representative and we now need to have a citizen representative. Will we be advertising by Flyer or in the Newsletter.

It was suggested that this representation position be posted in the next Newsletter asking for interest.

Mayor, Arseneault noted his awareness of the Group was about three years ago and he was enlightened about the responsibility of that group and the importance they play regarding water.

Administration Reports

Clerk/Treasurer, Cormier

- Financial Reports

M 2023/03/20-55

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

- Social & Environmental Grants

M 2023/03/20-56

Lilliane Carmichael moved that the Social and Environmental Grants for March 2023 be approve as follows: \$100 to Dalhousie Youngtimers Hockey Team - Rod Harquail Fund and \$100 to Salvation Army, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

By-laws and Policies

- Village of Belledune, Building By-law No. 2023-BB-01
 - third and final reading and adoption

The by-law No. 15-90-1998 and amendment No. 15-02-2009 has been repealed in its entirety and replaced with the proposed By-law No. 2023-BB-01. First and second readings by title only of the revised by-law took place on February 21st, 2023. Council agreed at the February 21, 2023 Regular meeting for the third reading by summary only, as opposed to reading the by-law in its entirety. The *Local Governance Act* sets out the requirements for public notifications in order to read the by-law by summary, and those requirements were met. The following motion is presented for third reading by summary and for adoption.

M 2023/03/20-57

Marilyn Guitard-McDonnell moved that the following Resolution be adopted, seconded by Lilliane Carmichael. MOTION CARRIED. Against: Cynthia Robinson

RESOLUTION

The Council of the Municipality of Belledune under authority vested in it by Section 5 of the Building Code Act, hereby enacts as follows:

Whereas the municipality of Belledune Building By-Law (By-Law 15-90-1998 & Amendment 15-02-2009), done and passed on May 19, 1998 and March 9, 2009 duly registered in Restigouche County on June 10, 1998 and identified by the number 496 Dr 7 and May 7, 2009 and identified by the number 27124487

Whereas the Building Code Act was proclaimed and came into force February 1, 2021.

Whereas the municipality have to adopt a new Building By-Law to be consistent with the act.

Whereas the municipality did the first and the second readings by title on February 21, 2023

Be it Resolved that the municipality did the third and final reading by summary as per *Local Governance Act SNB 2017, C.18* Section 15(3) and Section 70 and adoption on March 20, 2023.,

| | For | Against | COI |
|---------------------------|------------|----------------|------------|
| Lilliane Carmichael | x | | |
| Cynthia Robinson | | x | |
| Marilyn Guitard-McDonnell | x | | |
| Ron Bourque | x | | |
| | 3 | 1 | 0 |

- Building By-law - Appointment of authorized persons

M 2023/03/20-58

Lilliane Carmichael moved that the following Resolution be adopted, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED. Against: Cynthia Robinson

RESOLUTION

RESOLVED, that as recommended by the municipal Clerk, the following resolution be adopted:

WHEREAS the Council of the municipality of Belledune has enacted a by-law pursuant to the authority of the *Building Code Administration Act*, S.N.B. 2020, c. 8, and amendments thereto, (the “*Building Code Administration Act*”), namely the *Building By-law*, and

1. it may from time to time be necessary to make orders for the administration of this By-law;

AND WHEREAS subsection 6.1 of the *Building By-law* provides that if work or demolition is undertaken in contravention of this By-law, the *Building Code Administration Act* or its regulations, the building inspector may make, in writing, one or more of the following orders: cessation of the construction or demolition work, alteration of the construction or demolition work to remove the contravention; and taking any other action required to make the building or real property safe;

NOW THEREFORE BE IT RESOLVED, that Yvon Frenette, Marcel Doiron and Stéphane Doucet, are hereby authorized to, when work or demolition is undertaken in contravention of this By-law, the *Building Code Administration Act* or its regulations, order the cessation of the construction or demolition work, alteration of the construction or demolition work to remove the contravention, and taking any other action required to make the building or real property safe, effective immediately, and this authorization shall continue until they cease to be an employee of the Chaleur Regional service commission or until rescinded by Council, whichever comes first.

2. it may from time to time be necessary to commence proceedings in the Provincial Court of New Brunswick, when a person has violated or failed to comply with this By-law;

AND WHEREAS paragraph 16(1) of the *Building Code Administration Act* provides that subject to subsection 16(2), for the purposes of Part 2 of the *Provincial Offences Procedure Act*, a person who violates or fails to comply with a provision of a building by-law or a regulation commits an offence punishable as indicate in the appendix 2 of this By-law;

NOW THEREFORE BE IT RESOLVED, that Yvon Frenette, Marcel Doiron and Stéphane Doucet are hereby authorized to lay informations on behalf of the municipality of Belledune in the Provincial Court of New Brunswick for violations of the *Building By-law*, the *Building Code Administration Act* or its regulations, effective immediately, and this authorization shall continue until they cease to be employees of the Chaleur Regional service commission or until it is rescinded by Council, whichever comes first.

| | For | Against | COI |
|---------------------------|------------|----------------|------------|
| Lilliane Carmichael | x | | |
| Cynthia Robinson | | x | |
| Marilyn Guitard-McDonnell | x | | |
| Ron Bourque | x | | |
| | 3 | 1 | 0 |

- Village of Belledune - By-law Designating Roads Accessible to Off Road Vehicles being By-law NO DRA-03-2023

M 2023/03/20-59

Lilliane Carmichael moved that the Village of Belledune By-law Designating Roads Accessible to Off Road Vehicles being By-law NO DRA-03-2023 be read a first time and second time by title, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

M 2023/03/20-60

Marilyn Guitard-McDonnell moved Council authorizes a letter from the Mayor to support in principle the New Brunswick ATV Federation’s request to give access to all our streets to allow QuadNB club local club members of Belledune to access the main trail the quickest way possible, with the streets identified as being part of the main trail network, seconded by Lilliane Carmichael. MOTION CARRIED.

- Appointment of Deputy Mayor

M 2023/03/20-61

Ron Bourque moved that due to the resignation of Deputy Mayor, Bourque and accordance with section C. 2, subsection 2 of the Village of Belledune By-law No. 10-2004, a By-law Regulating the Proceeding of Council, Councillor, Lilliane Carmichael be appointed as Deputy Mayor as of March 20, 2023, prior to the date of June as specified in the By-law, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Motions and Resolutions

- Animal Control Contract between the Restigouche SPCA and the Village of Belledune (Tabled for more information)

M 2023/02/21-39

that the Council of the Village of Belledune accepts the Animal Control Contract between the Restigouche County SPCA and the Village of Belledune, as presented and the Mayor and Clerk sign

M 2023/03/20-62

Lilliane Carmichael moved that motion M 2023/02/21-39 be removed from the table for discussion and decision, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

M 2023/02/21-39

Lilliane Carmichael moved that the Council of the Village of Belledune accepts the Animal Control Contract between the Restigouche County SPCA and the Village of Belledune, as presented and the Mayor and Clerk sign, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED. Against: Cynthia Robinson

| | For | Against | COI |
|---------------------------|------------|----------------|------------|
| Lilliane Carmichael | x | | |
| Cynthia Robinson | | x | |
| Marilyn Guitard-McDonnell | x | | |
| Ron Bourque | x | | |

3 1 0

- Chaleur Drive -Walking/Snowshoe/Skiing Trail (Tabled)
M 2023/01/23-14 **Tabled**
that Belledune give a contribution of \$1,200 to Super Village Trail Blazer Snow Mobile Club for grooming of the Chaleur Dr. walking/snowshoe/skiing trail, for the year 2023

NOTE: Information was provided by e-mail to Council from Nicole Carrier - the snowmobile club would not be doing this grooming

M 2023/01/23-14

Lilliane Carmichael moved that Belledune give a contribution of \$1,200 to Super Village Trail Blazer Snow Mobile Club for grooming of the Chaleur Dr. walking/snowshoe/skiing trail, for the year 2023, seconded by Marilyn Guitard-McDonnell. DEFEATED.

Against: Lilliane Carmichael, Cynthia Robinson, Marilyn Guitard-McDonnell, and Ron Bourque

| | For | Against | COI |
|---------------------------|-----|---------|-----|
| Lilliane Carmichael | | x | |
| Cynthia Robinson | | x | |
| Marilyn Guitard-McDonnell | | x | |
| Ron Bourque | | x | |
| | 0 | 4 | 0 |

- Additional Security Cameras at the Belledune Recreation & Cultural Centre

NOTE: This recommendation is to cover an area in the back of the Recreation Centre that is currently not covered and was noticed as a result of the accident of a Carmichael Engineering employee and the investigation by WorkSafe NB.

M 2023/03/20-63

Lilliane Carmichael moved that additional security camera be installed at the Belledune Recreation & Cultural Centre as per the quote from Gencom Business Solutions for the amount of \$833.75 (HST included), seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- New Brunswick Multi Cultural Council 40th Anniversary Conference

M 2023/03/20-64

Lilliane Carmichael moved that Council approve Mayor Arseneault to attend the New Brunswick Multi Cultural Council 40th Anniversary Conference in Fredericton on March 24, 2023, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Chaleur Regional Service Commission - Regional Planning Advisory Committee (RPAC)
 - Belledune Membership 2

NOTE: This was advertised in the March newsletter with a deadline of March 15, 2023 for submissions. We received two (2) interests, Gina Card & Susan Furlotte.

The procedure to follow is the following:

1. Receipt of applications
2. Selection of the number of members necessary for your municipality by your council
3. Sending your selection to the RSC Board for appointment.

M 2023/03/20-65

Lilliane Carmichael moved that Belledune recommend the following to the Chaleur Regional Service Commission - Regional Planning Advisory Committee (RPAC); Gina Card & Susan Furlotte, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Glencore Donation -Equipment for Fire Dept.

M 2023/03/20-66

Marilyn Guitard-McDonnell moved that Council accepts the donation of equipment for the Belledune Volunteer Fire Dept as per the list provided by Nat Bepperling, Glencore Canada Corporation, seconded by Lilliane Carmichael. MOTION CARRIED.

- Belledune Data Protection & Storage

M 2023/03/20-67

Lilliane Carmichael moved that as pre authorized, Council approve the purchase of two (2) desktop computers (CAO & Recreation & Wellness Coordinator) as per MicroAge Quote # 99479 at the cost of \$4,780 (plus HST), seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

M 2023/03/20-68

Lilliane Carmichael moved that Council approve the purchase of WiFi Access Point - Watchguard Access Point as per MicroAge Quote # 99481 at the cost of \$4,675 (plus HST), seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

M 2023/03/20-69

Lilliane Carmichael moved that Council approve the purchase of Google Workspace Sass Infinity Backup for g-mail Accounts, 3-year subscription, as per MicroAge Quote # 99486 at the cost of \$2,700 (plus HST), seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

M 2023/03/20-70

Lilliane Carmichael moved that Council approve the purchase of Data Cloud Storage for Desktop Backup for Aliant e-mail accounts (2 users) as per MicroAge Quote # 99480 at the cost of \$600 (plus HST) per year, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Councillor, Bourque wish to clarify for the public that these motion and expenditure are necessary to preserve the information of the municipality.

M 2023/03/20-77

Ron Bourque moved that Council approves the purchase of Townsuite Cloud Hosting for two users for the amount of \$2,350 (plus HST) per year, seconded by Lilliane Carmichael. MOTION CARRIED.

- Recreation & Wellness Coordinator - Requests
 - Power Gym Youth Program
 - Youth Focus Group Program
 - Arena Additional Worker - April 2023

M 2023/03/20-71

Marilyn Guitard-McDonnell moved that Council authorize the Power Gym Youth Program as per the proposal submitted by Recreation & Wellness Coordinator, Culligan, seconded by Lilliane Carmichael. MOTION CARRIED.

M 2023/03/20-72

Marilyn Guitard-McDonnell moved that as submitted by Recreation & Wellness Coordinator, Culligan, Council authorize the Youth Focus Group Program as per the proposal and the use of the two (2) vacant rooms in the basement of the Belledune Recreation & Cultural Centre, for the program, seconded by Lilliane Carmichael. MOTION CARRIED.

Councillor, Carmichael confirmed that the two rooms are the ones previously used by Gym and not Jack's room.

Councillor, Robinson asked if the motion is to reserve those two rooms. The current proposal has a list of things you would like to do but is short on details and is there another proposal coming. Is there a formal proposal coming; is Council going to approve something? Her concerns are a certified counsellor coming in to do counselling sessions and she has concerns about that for liability for the village. So, she would not want to approve that without more details.

The certified counseling will not be part of the program yet. The purpose of the motion is to make sure that there is a location and it will be a two-man team at all times. The adults that will be supervising will need to have a check. As the program is developed by the youth another formal proposal will be presented to Council for the youth program. The approval for now is for the use of the two vacant rooms (not Jack's Room) so the program can get started and to see where the youth want to go with this.

Councillor, Bourque congratulated Councillor Guitard-McDonnell on taking this on and he believes it is something required in our community and she deserves to be recognized for stepping forward and any time he can provide assistance, he believes Council should be on board as he believes it is critical to the development of our community.

Mayor, Arseneault vacated the meeting at 8:03 P.M.
Deputy Mayor, Carmichael assumed the Chair.

M 2023/03/20-73

Ron Bourque moved that as submitted by Recreation & Wellness Coordinator, Culligan, that during the month of April due to a busy schedule at the Arena employees will be paid for additional hours in excess of 40 hours per week and that an additional employee, Raymond Shannon, be hired for one day - April 1, 2023 due the number of rentals that day, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Councillor, Bourque clarified for the public that the request for this did not come from Mark Arseneault for his Hockey Tournament. It came from the Recreation & Wellness Coordinator because of the rentals for that day.

Mayor, Arseneault returned to the meeting at 8:06 P.M. and reassumed the Chair.

- Belledune Day 2023 - Musical Performance, Musical Group Monkey Town (Paul Leger) Contract

M 2023/03/20-74

Lilliane Carmichael moved that the Musical Performance Contract for Musical Group Monkey Town (Paul Leger) be accepted as per the terms and conditions presented for the amount of \$2,500, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Councillor, Bourque asked if this was a recommendation from the Belledune Days Committee. It was confirmed, yes.

Councillor, Carmichael asked why was this coming to the table; the Committee, normally they just do the band.

It was confirmed it was a Contract.

- 2007 International Garbage Compactor Truck - Surplus Asset

NOTE: I was advised by Public Works, Mark Guitard that there is an interest by someone in purchasing the truck. Before a Village asset can be sold it needs to be declared a surplus asset by motion of Council.

M 2023/03/20-75

Lilliane Carmichael moved that the 2007 International Garbage Compactor Truck be declared a surplus asset and available for resale, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

General Correspondence

- Correspondence In:

Restigouche SPCA Report- February 2023

Atlantic Railway - Track Inspection - February 2023

Hon. Jill Green - Service NB - Canoe Procurement Group

Dept. of Justice & Safety, NB 911 - Assigning Civic Addresses in local governments.

- Correspondence Out:

Mr. Roland Noel - Letter of Support

East Coast Ice - Grant

Elementary Literacy Inc. - Grant

DHRS - Girls Senior Varsity Volleyball Team – Sponsorship

Closed Session – See under Presentations/Petitions/Delegations

Adjournment

M 2023/03/20-76

Lilliane Carmichael moved that the meeting adjourn at 8:10 P.M., seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Mayor

Clerk/Treasurer