



**Village of Belledune  
Regular Council Meeting  
December 19, 2022**

**Time:** 7:00 PM  
**Place:** Belledune Council Chambers  
Mayor, Paul Arseneault  
Deputy Mayor, Ron Bourque  
**Present:** Councillor, Lilliane Carmichael -Attended remotely by telephone  
Councillor, Cynthia Robinson  
Councillor, Kristie Carrier  
Councillor, Marilyn Guitard-McDonnell  
**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

Mayor, Arseneault called for a moment of silence in memory of; Scott Devereaux , Paul Robichaud, Donna Legacy & Denis Guitard, John Doyle, Louis Carrier, Annette (Robicaud) Donnelly & Cameron Dempsey of (Belledune or Jacquet River) Daniel Losier, Eileen Esliger, Lorraine Lejeune Tardiff, George Richard Roherty, Donna Russell & Ralph Furlong (formerly from Belledune, Jacquet River or Archibald), Leonard Hickey, Christine Carrier & Calvin Hickey of Lorne, Rhoda Murchie of Nash Creek, Martin Smearer (formerly of Black Point) and Perry Carrier formerly of Lorne

**Adopt Agenda**

**M 2022/12/19-186**

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

**Statements of Conflict-of-Interest** Nil

Mayor, Arseneault declared a Conflict of Interest under Grant Request (Mark Arseneault Hockey Tournament).

**Adoption of Minutes**

**M 2022/12/19-187**

**Lilliane Carmichael moved that the Minutes of the Regular Meeting of October 17, 2022 & Committee of Whole Council Budget Meeting of November 22, 2022, be adopted as presented, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

Business Arising from Minutes Nil

**Presentations / Petitions / Delegations** Nil

**Statements by Member of Council**

Councillor, Carrier

- Proposed Amendment to By-law # 10-2004 a By-law Regulating the Proceedings of the Council of the Village of Belledune

Councillor, Carrier noted this is the 4<sup>th</sup> time she has attempted to get this item on the Agenda.

Deputy Mayor, Bourque noted that the By-law requires agenda items be sent to the Clerk by a specific day and time. The purpose of the unanimous consent is to have items on the agenda without all the information and preventing Council from making rash decisions. He is highly opposed to items being put on the agenda last minute.

Councillor, Carrier noted that if an item comes to the Agenda and does not have enough information, would that not be the time to table it.

**M 2022/11/28-188**

**Kristie Carrier moved that By-law # 10-2004 a By-law Regulating the Proceedings of the Council of the Village of Belledune be amended as follows:**

**Under Section F. Agendas, Regular Meeting, subsection 2, strike out the words “and shall provide sufficient background information”, after the word “address” and**

**Under Section F. Agendas, Regular Meeting, subsection 3.1, substitute the words “unanimous consent” with the words “majority vote”, seconded by Lilliane Carmichael. MOTION CARRIED**

**Against: Ron Bourque**

	<b>For</b>	<b>Against</b>	<b>COI</b>
Lilliane Carmichael	x		
Cynthia Robinson	x		
Kristie Carrier	x		
Marilyn Guitard-McDonnell	x		
Ron Bourque		x	
	4	1	0

**M 2022/12/19-188B**

**Ron Bourque moved that motion # M 2022/12/19-188 be tabled to the next meeting, seconded by Lilliane Carmichael. DEFEATED.**

**Against: Lilliane Carmichael, Cynthia Robinson, Kristie Carrier, and Marilyn Guitard-McDonnell**

	<b>For</b>	<b>Against</b>	<b>COI</b>
Lilliane Carmichael		x	
Cynthia Robinson		x	
Kristie Carrier		x	
Marilyn Guitard-McDonnell		x	
Ron Bourque	x		
	1	4	0

Councillor, Adams Robinson

- Chaleur Bay Watershed - Letter of Support
  - Application to NB Environmental Trust Fund - Buffer Zone Monitoring and Restoration Project

**M 2022/11/28-189**

**Cynthia Robinson moved that the Council of the Village of Belledune submit a letter of support to the Chaleur Bay Watershed Group for application to the NB Environmental Trust Fund for Buffer Zone Monitoring and Restoration Project, seconded by Lilliane Carmichael. MOTION CARRIED.**

Administration Reports

Clerk/Treasurer, Cormier

- Legal Fees - Jessica Bungay, Cox & Palmer

**M 2022/11/28-190**

**Lilliane Carmichael moved that the invoices submitted by Cox & Palmer for legal service by Jessica Bungay in the amount of \$18,849.22 be authorized for payment, seconded by Ron Bourque. DEFEATED.**

**Against: Lilliane Carmichael, Cynthia Robinson, Kristie Carrier, and Marilyn Guitard-McDonnell**

	<b>For</b>	<b>Against</b>	<b>COI</b>
Lilliane Carmichael		x	
Cynthia Robinson		x	
Kristie Carrier		x	
Marilyn Guitard-McDonnell		x	
Ron Bourque	x		
	1	4	0

Councillor, Carrier noted that Jessica Bungay has not finished providing the documentation and payment will be held until information provided and payment will be reconsidered at that time.

- Financial Audit, Building Renovation #2471 Main St. - Teed, Saunders Doyle

**M 2022/11/28-191**

**Lilliane Carmichael moved that the invoice submitted by the accounting firm of Teed Saunders Doyle for financial services in relation to preliminary work for the Financial Audit of Building Renovation at #2471 Main St. in the amount of \$2,472.50, be authorized for payment, seconded by Ron Bourque. MOTION CARRIED.**

Councillor, Guitard-McDonnell noted that these people were sought by misrepresentation. We will have to pay this but we need to know the person or persons who authorized this and hold them accountable.

Councillor, Carrier agreed those people who did should be held accountable to pay this and other financial expenses due to misrepresentation.

- Financial Reports

**M 2022/11/28-192**

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

- Community Volunteer Income Tax Program - Season 2023 (2022 Income Tax)

**M 2022/11/28-193**

**Kristie Carrier moved that the Village of Belledune agree to be a Participating Community Organization for the 2023 Community Volunteer Income Tax Program (CVITP) filing season, seconded by Lilliane Carmichael. MOTION CARRIED.**

- Meeting Schedule

**M 2022/11/28-194**

**Lilliane Carmichael moved that a Special Meeting be held on Thursday December 29, 2022 for Year End financial projections at 6:30 P.M., seconded by Kristie Carrier. MOTION CARRIED.**

**M 2022/11/28-195**

**Lilliane Carmichael moved that the Committee of Whole Council Meeting be rescheduled from Monday January 2, 2023 to Monday January 9, 2023, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

### **By-laws and Policies**

- Code of Practice for Managing Workplace Violence

**M 2022/12/19-196**

**Marilyn Guitard-McDonnell moved that Council adopt the Code of Practice for Managing Workplace Violence, seconded by Kristie Carrier. MOTION CARRIED.**

- HRP-017 Employee Leave & Leave of Absence Policy - Amendment HRP-017 10/2022

- Section 6. Sick Leave Policy, 6.2 Specific Procedures

**Tabled at October 17, 2022 meeting**

**M 2022/12/19-197**

Lilliane Carmichael moved another to remove from the table the following tabled Motion M 2022/10/17-167 HRP-017 Employee Leave & Leave of Absence Policy Amendment HRP-017 10/2022, seconded by Ron Bourque. MOTION CARRIED.

**M 2022/10/17-167**

Lilliane Carmichael moved that HRP-017 Employee Leave & Leave of Absence Policy - Section 6. Sick Leave Policy, sub-section 6.2 Specific Procedures, be amended to add under paragraph (iii) after the word doctor "OR nurse practitioner" and replace the two days with "*three days*" and add the following paragraphs:

(vii) *A full-time employee will accumulate 1 day per month for every month of service to a maximum of 15 accrued days.*

(viii) *Medical and dental appointments are not considered as sick time.*

(vix) *Should an employee cease to be an employee the accrued portion of the sick leave benefit will not result in a payout.,* seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

**Motions and Resolutions**

- Recreation and Wellness Programs - Service Provide Contracts  
Tabled at October 17, 2022 meeting

**M 2022/12/19-198**

Lilliane Carmichael moved to remove from the table the following tabled Motions M 2022/10/17-168, M 2022/10/17-169 & M 2022/10/17-170 regarding Recreation and Wellness Programs -Service Provider Contracts, seconded by Kristie Carrier. MOTION CARRIED.

**M 2022/10/17-168**

Lilliane Carmichael moved that Council approve the Service Agreement, as presented, between Village of Belledune and Sunny Bosca for Yoga Classes and the Mayor and Clerk sign the agreement, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

**M 2022/10/17-169**

Lilliane Carmichael moved that Council approve the Service Agreement, as presented, between Village of Belledune and Danie Hache-Leblanc for Fitness Classes and the Mayor and Clerk sign the agreement, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

**M 2022/10/17-170**

Lilliane Carmichael moved M 2022/10/17-170 that Council approve the Service Agreement, as presented, between Village of Belledune and Kate Scott for Zumba Classes and the Mayor and Clerk sign the agreement, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Dalhousie Nursing Home Foundation - Belledune Representative

**M 2022/12/19-199**

Kristie Carrier moved that Councillor, Carmichael be appointed as Belledune representative to the Dalhousie Nursing Home Foundation, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Tennis / Basketball Court Resurfacing & Conversion -Funding Application, RDC

**M 2022/12/19-200**

**Lilliane Carmichael moved that Council authorize the Recreation and Wellness Coordinator to proceed with Application to the Regional Development Corporation for the Tennis/Basketball Court Resurfacing and Conversion for Pickle Ball Court, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

- Grant Report and Recommendation

Mayor, Arseneault vacated the meeting at 7:33 P.M. due to Conflict of Interest.

Deputy Mayor, Bourque assumed the Chair

**M 2022/12/19-201**

**Lilliane Carmichael moved that Council award Social and Environmental CAO Grants to the following; \$3,500 in lieu of ice time rental for the Belledune Skating Club for the year (November 2022- October 2023) and to Mark Arseneault Gentlemen's Hockey Tournament – ice time at \$55 per game and no ice time charge for Sunday's Queen's Cup ladies' game plus reimbursement up to \$400 for Tournament Program, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

**M 2022/12/19-202**

**Kristie Carrier moved that due to the deadline and as preapproved by Council by e-mail, the amount of a \$200 grant be approved for The Making Spirits Bright Project, seconded by Lilliane Carmichael. MOTION CARRIED.**

**M 2022/12/19-203**

**Kristie Carrier moved that due to the deadline and as preapproved by Council by e-mail, the amount of a \$250 grant be approved for SuperVillage Trailblazer Snow Mobile Club - Children's Christmas Party, seconded by Lilliane Carmichael. MOTION CARRIED.**

Mayor, Arseneault returned to the meeting at 7:41 P.M. and reassumed the Chair.

- Request for public works to maintain ski and snowshoe trails around Town Site

Clerk/Treasurer, Cormier noted that the Village does not have the equipment to do this and currently are short staffed in Public Works Department.

Councillor, Carmichael noted that perhaps Recreation & Wellness Coordinator can look for some grants for this.

Mayor, Arseneault asked what does Council wish to do.

Councillor, Carrier recommended reaching out to the Snow Mobile Club to see if they could maintain and Village could offer them the same amount that was given to the person doing it before.

- Tender #VOB-PW-2021-1 Market Price Adjustment One Ton

**M 2022/12/19-204**

**Lilliane Carmichael moved that Council approve the change to Tender # VOB-PW-2021-1, to upgrade the Truck Cab and Chassis from a 2022 to 2023 Model, for the additional cost of \$21,957, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

- Renewal of contract for Rachelle’s Pristine Clean 2022-2023

It was noted that Interim CAO, Kingston recommended doing for one more year, as he did not have the time to go out and retender this scope of work.

**M 2022/12/19-205**

**Lilliane Carmichael moved that Council renew the Janitorial Services Agreement for 2022/2023 with Rachelle's Pristine Clean, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED Against: Cynthia Robinson**

	<b>For</b>	<b>Against</b>	<b>COI</b>
Lilliane Carmichael	x		
Cynthia Robinson		x	
Kristie Carrier	x		
Marilyn Guitard-McDonnell	x		
Ron Bourque	x		
	4	1	0

- 2022 NB Firefighter Convention

**M 2022/12/19-206**

**Lilliane Carmichael moved that Council approve, Mayor Arseneault, Deputy Mayor Bourque and Councillor Robinson attending the 2022 NB Firefighters Convention in Fredericton November 25 & 26, 2022, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

- Snow Removal - Local Streets by Local Contractors - Agreements

Councillor, Carrier inquired how many times was it used last year. She can understand how people in the back roads want to get out, however she feels it is unfair to spend more money (\$17-\$18 thousand) servicing roads that already have snow removal services while others paying taxes are not getting snow removal services at all. She would prefer to see that money going to help those people.

**M 2022/12/19-207**

**Ron Bourque moved that the following Resolution be adopted, seconded by Lilliane Carmichael. MOTION CARRIED. Against: Kristie Carrier**

**RESOLUTION**

**WHEREAS council wishes to outsource snow clearing services during certain larger winter storms and before the Department of Transportation and Infrastructure gets to clear all public roadways;**

**AND WHEREAS** the proposed contracts are under the thresholds of the *Procurement Act* and its regulations; and

**AND WHEREAS** council agrees that this proposed measure does not need to proceed by way of the purchasing policy 02/2012;

**BE IT RESOLVED** that council agrees to provide contracts to 500503 N.B. Ltd., W.D. Smearer Co. Ltd., Dwayne Woodcox & R. Murphy and Sons Trucking Ltd.

**BE IT ALSO RESOLVED** that each contract shall not exceed \$3,900.00 + HST (if applicable); and

**BE IT ALSO RESOLVED** that the signing officers are hereby authorized to sign the Snow Blowing Agreements prepared by legal counsel.

	<b>For</b>	<b>Against</b>	<b>COI</b>
Lilliane Carmichael	x		
Cynthia Robinson	x		
Kristie Carrier		x	
Marilyn Guitard-McDonnell	x		
Ron Bourque	x		
	4	1	0

**General Correspondence**

- Request Dale Godin to CAO - Snow Removal

Councillor, Carmichael noted that when the person asked to build; they were told it is an un-serviced road.

Council – Opposed – Need more information

- Request Sheri Harvey - Snow Removal

Councillor, Carmichael noted this is private road.

Council consensus - Opposed

Councillor, Guitard-McDonnell recalls that there were issues with railway crossings on some of these un-serviced roads. Deputy Mayor, Bourque was going to reach out to CN.

Deputy Mayor, Bourque said he has reached out to CN. He would like to work on these in 2023, once we know where the issues are, then budget in 2024. We need to gather information and we need to ask the people to be patient while we do this.

Councillor, Carrier believes there needs to be an evaluation. People have been requesting this since we came into office.

- Request from Mike Lapointe -Compensation Damages Sewer Backup



Councillor, Guitard- McDonnell said she had a conversation with the individual. This needs to be discussed among Council. There is reference to the Local Governance Act to look at. Council may have to contact their legal counsel on this.

Deputy Mayor, Bourque said we need to confirm if there was insurance or not. The question has to be asked.

- Correspondence

**IN:**

Gerald Chaput - Biologist (retired) - Requesting permission to use the Data Count for JR Salmon Barrier  
Timmy Collins - Request to Council to Make Changes to the ATV Bylaw as per letter  
Bev Noel - Request for information RE: Golf Tournament  
Ryan Wilbur - Request to Address Council See letter in Correspondence Out - Schedule for Jan. Meeting  
Restigouche SPCA -October & November 2022  
Atlantic Railway - Track Inspection October 2022  
Belledune Library Report - October 2022  
CRSC - Building Permit Reports - October & November 2022  
CRSC - 2023 Tipping Fees

**OUT:**

Notice of Contravention - Unsightly Premises - PID 50076991, PID 50142850, PID 50075167, PID 20278065, PID 50086263, PID 50080399, PID 5037839  
Ryan Wilbur - Request to meet with Council -Defi Nepisiquit  
Bathurst Minor Hockey  
Belledune Power & Fitness Club - Insurance  
Flo Guitard - Dusty Sneakers - Grant  
DRHS International Students - Grant

**Closed Session** Nil

**Adjournment**

**M 2022/12/19-208**

**Lilliane Carmichael moved that the meeting adjourn at 8:04 P.M., seconded by Kristie Carrier.  
MOTION CARRIED.**

---

Mayor

---

Clerk/Treasurer