



**Village of Belledune
Committee of Whole Council Meeting
August 4, 2026**

Time: 7:00 PM
Place: Belledune Council Chambers
Deputy Mayor, Cynthia Robinson
Councillor, Ron Bourque
Present: Councillor, Dawn Hickey
Councillor, James Carrier
Mayor, Mario LaPointe
Councillor, Brenda Cormier
Absent:
Late:
Staff Present: Chief Administrative Officer, Landon Lee
Clerk Treasurer, Angela Buckle
Staff Absent:
Staff Late:

Call to Order & Welcome

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

Adopt Agenda

M 2026/08/04-85

Ron Bourque moved that the Agenda be Adopted as Amended with changes, seconded by James Carrier. MOTION CARRIED.

Statements of Conflict of Interest

Presentations / Petitions / Delegations

Closed Session

- Bathurst Airport Discussion
- Council members vacated the council chambers at 7:04pm and returned at 7:23pm

M 2026/08/04-86

Ron Bourque moved BE IT RESOLVED that Council continue its meeting in a closed session to discuss matters under the *Local Governance Act* section 68(1)(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, seconded by Cynthia Robinson. MOTION CARRIED.

Business

▪ By-Law & Policy Review

Two by-laws are being discussed and reviewed:

1 - Remuneration By-Law

CAO, Lee stated that this one is close to being finished, there were just a few additional points that Council had raised.

The number for this by-law had been duplicated. This will be changed.

In the beginning preamble of the by-law it has been updated to reference the Local Governance Act.

The remuneration has been updated to show just the payment and not the range.

Changes to per diems that were discussed at the previous working session have been captured. The per diem section was also updated to identify that per diems should only be claimed for events more than 30km outside the boundaries of the municipality, at the discretion of the Councillor.

Changes were made to update section numbers.

The sections that were previously numbers 8 and 9 were similar except that one was for local expenses and one was for out of village expenses. These two sections are to be combined.

In the section that references lodging, the term "hotels and motels" has been changed to "accommodations".

In the section that references rental vehicles, it was added in that whenever possible the rental vehicle arrangements would be made by Administration.

Section 14 was updated to include the date when the original remuneration by-law was passed. The effective date has been changed to say that the present by-law comes into force on the date of the final reading and enactment and added in a line for Council to review this by-law every two years.

Another section is to be added for monthly reporting of each Councillor's expenses, which is to be uploaded to the Village of Belledune website.

Councillor, Bourque commented that would like for Administration to focus more on the budget at this time than on by-laws and policies. He believes that the Clerk Treasurer and CAO need time to be able to plan for the budget over the next couple of months. Mayor, LaPointe stated that it was previously discussed about having a standing committee for the budget and he would be interested in sitting on this committee to support the staff on making sure that we hit our targets for our budget review.

Councillor, Cormier stated that if we can get the Remuneration and Procedural by-laws done, then Council can take a step back from that and move forward with the budget.

CAO, Lee stated that Council will be including Committee of Whole meetings in the Procedural By-Law and there will be a standing item in there that addresses policies and by-laws.

2 - Procedural By-Law

The preamble at the beginning has been adjusted.

"Title" has been added in Interpretation.

Changes that Council discussed at the last working session around "Definitions" have been captured.

Councillor, Cormier checked in Robert's Rules of Order for clarification on the terms "Refer" and "Defer". The correct term is "Refer". Refer means if you need more time to research the topic, defer the motion to another body or committee for further study, advice, or action. This will be adjusted in the next draft.

Under section "B. Application" sections 1.1 - 1.5 have been added in.

Roles and Duties

- Change the first point in section 2 from "Interested Councillors will submit their name for the position of Deputy Mayor" to "Interested Councillors will submit their name, or be nominated, for the position of Deputy Mayor"
- If a Councillor is nominated for the position of Deputy Mayor, they have the option to accept or decline the nomination

Councillor, Bourque stated that if someone expresses interest in writing to Council that they are interested in the position of Deputy Mayor, and then on the evening of the election nominations are taken from the floor and someone gets nominated, the order of succession would be the person who submitted in writing would be first and the nominee from the floor would be second. The chair would then ask the second place person if they accept the nomination and then go to the first place person.

CAO, Lee said that staff will look at the wording of other by-laws and will put something together for Council to review.

In the section regarding duty of the Chairperson:

- Section (e) states that the Chairperson states every question coming before the Council, and announces the decision of Council on all subjects. The Clerk has been doing this for the last little while, maybe the Clerk can do the vote tally and the Mayor will announce the decision
- In this section it should be addressed whether the Chair has voting privileges. This applies to the Mayor and, in the absence of the Mayor, whoever may be assuming the Chair
- Section (d) reads that the Chair is to "determine what motions or amendments are in order, subject to an appeal to Council, and decline to put any motion or amendment before Council which he deems to be out of order or contrary to law". Staff will reword this section to make it a little more clear

CAO, Lee inquired if this is the place to address the ability to not have agenda items on the agenda. Who has the final say as to what agenda items get put on to the agenda? Councillor, Cormier feels that if Council wants something on the agenda then it should be on the agenda. She went on to say that there has to be a format followed for adding an item to the agenda so that all of Council has all of the information in their package before the meeting. Councillor, Robinson also stated that if you follow the criteria for adding an item to the agenda then it should be on the agenda. Mayor, LaPointe stated that it's then up to Council whether they want to support or defeat the motion. CAO, Lee asked a question regarding what to do when a Council member adds an agenda item against the advice of the lawyer. Councillor, Cormier stated that there has to be a procedure in place to remove an item once it gets to the table, but not before it gets to the table. If there is legal advice, then staff should add that into the package for Council to be aware.

In the section entitled "Meetings of Council", CAO, Lee let Council know that if they do not want to permit recordings by the public, that this is the section of the by-law where it should be addressed. Mayor, LaPointe and Councillor, Robinson both stated that they have no issue with the public recording meetings. Councillor, Cormier stated that when we change the format of the agenda, that will address the issue of when the public can ask questions. Councillor, Carrier asked how Council can answer questions on agenda items without them being discussed first. Councillor, Cormier stated that it may not be a question, it could be someone giving additional information to Council. Mayor, LaPointe stated that it could be structured as a Point of Information on the agenda item. Councillor, Hickey stated that she has no issue with any of this except that meetings have to kept in order.

In the section entitled "Regular Meeting":

- Change the Regular Council Meeting from the third Monday of every month to the fourth Wednesday of every month

Need to add a section regarding Committee of Whole Meetings, and the meeting will be held on the second Wednesday of every month.

Mayor, LaPointe asked if we have an official Village of Belledune Facebook page for communicating notices. CAO, Lee replied that we have a page that we use but, in his opinion, it's not official because we don't have a communications policy and it should be tightened up. Mayor, LaPointe mentioned that we are looking at a social media policy that could also tie into the communications policy.

In the section entitled "Special Meeting:

- Remove items (a), (b), and (c) of section 2 and reword the section to read "Notice of any Special Meetings so called shall be circulated in writing to members of Council by the Clerk and distributed through the Village Meeting Management System and/or via email"
- In section 3 remove "Council may determine with the unanimous consent of the members present to suspend this provision."
- In section 3 regarding notifying the public, Mayor LaPointe suggested adding in wording to include Facebook and say "as per our communications policy", where we will eventually have a communications policy

In the section entitled "Cancellation - Rescheduled":

- Include Facebook and tie to communications policy

The section entitled "Emergency Meeting":

- Should include wording to state that it is for a state of emergency or public safety matters, this is not meant to be used for an individual's emergency

In the section entitled "Closed Meetings":

- Changes were made to update the language to that of the Local Governance Act

Councillor, Robinson feels that there should be a record of what is discussed in Closed Meetings. CAO Lee agreed and said that some of the most important conversations are had in closed meetings. He also stated that each person can take notes and they may not say the same thing. He recommended getting legal advice on this. He said that when this came up previously it was suggested that we do take notes and when Council has their next closed session they formalize those notes. Councillor, Robinson wasn't in agreement with that idea because you don't know when the next closed session is and you will be discussing something completely different at the next closed session, and the public is left waiting while Council is in the closed session.

Councillor, Bourque stated that he believes there is a reason why notes are not taken at a closed session. At the end of the day Council has to come back to Chambers and that is where the motions are made, so it doesn't matter what was said in the closed session because Council needs to vote. Councillor, Robinson stated that it's the details from the closed session that should be captured because they don't get conveyed in the vote at the table.

Clerk/Treasurer, Buckle mentioned that this came up in a Clerk seminar she had attended and they were very adamant that no notes were to be taken. She believed that this had something to do with RTIPPA requests and that nothing from closed meetings should be coming out.

Councillor, Cormier said that sometimes a directive can be given in a closed session and it never makes it back to the Council table for a decision. Councillor, Cormier took a section from another municipality's by-law that states "members of Council or Staff shall not discuss the matters considered during a closed meeting other than what other members or Senior Staff or as directed by Council".

The next Committee of Whole Meeting is set for Tuesday, August 11th at 1:00pm that is specific to the budget.

Council

Mayor, LaPointe

Councillor, Bourque

▪ Belledune Days

Councillor, Bourque wanted to comment on the tremendous success of Belledune Days. He went on to say it's outstanding how people come together and got together. He said that the activities that went on, and in speaking for the Royal Canadian Legion, are very much appreciated to the success of the Legion and that is attributed to the Village of Belledune cooperating with a non-profit organization. He extended his sincere appreciation on behalf of the Royal Canadian Legion for recognition of what they do in the community. The Ladies Auxiliary do an outstanding job, and they also extend their appreciation for what Council represents to the Village and to the Legion. Councillor, Bourque stated that as the First Vice President of New Brunswick Command, he has used the Village of Belledune dozens of times in the sense of saying that every Legion in New Brunswick should have a strong affiliation with it's local Council.

Mayor, LaPointe also wanted to thank the staff and Darrell and the students. They did a great job during Belledune Days and it was a success.

Councillor, Carrier

Councillor, Cormier

Councillor, Hickey

Deputy Mayor, Robinson

Administration

Chief Administrative Officer, Landon Lee

Clerk/Treasurer, Angela Buckle

Adjournment

M 2026/08/04-87

**Ron Bourque moved that the meeting adjourned at 8:59pm, seconded by Brenda Cormier.
MOTION CARRIED.**

Mayor

Clerk Treasurer