

# Belledune Messenger

## Village of Belledune Contact Information

### Municipal Office:

P.O Box 1006,  
2471 Main St., Belledune, E8G2X9  
506-522-3700  
www.belledune.com

### Council

- Mayor Paul Arseneault  
parseneault@belledune.com  
506-522-8983
- Councillor Ron Bourque  
rbourque@belledune.com  
506-252-7392
- Councillor Lilliane Carmichael  
lcarmichael@belledune.com  
506-252-5144
- Councillor Kristie Carrier  
kcarrier@belledune.com  
506-252-5120
- Councillor Marilyn Guitard-McDonnell  
mgmcdonnell@belledune.com  
506-252-4175
- Councillor Cynthia Robinson  
crobinson@belledune.com  
506-252-4137

### Staff

- CAO: Landon Lee  
llee@belledune.com  
506-522-3703
- Administrative Assistant: Nicole Carrier  
bell002@nb.aibn  
506-522-3710
- Recreation and Wellness: Darrell Culligan  
dculligan@belledune.com  
506-522-3714, 506-520-9322
- Reception:  
info@belledune.com  
506-522-3715
- Belledune Library: 506-522-3701
- Belledune Veterans Arena: 506-522-2183
- Belledune Rec. & Cultural Centre:  
506-522-3709
- Information on Rental of Rec. Centre:  
Contact Darrell Culligan
- Restigouche SPCA: 506-684-4396 or 506-686-0195 for emergencies



HAPPY  
**LABOUR**  
day

## BELLEDDUNE COUNCIL MEETINGS

Committee of Whole Meeting: September 5th, 2023 at 7:00 pm

Regular Meeting of Council: September 18th, 2023 at 7:00 pm

\*PLEASE NOTE THAT IT MAY TAKE 12-24 HOURS FOR RECORDINGS TO BE UPLOADED TO VILLAGE OF BELLEDUNE YOUTUBE CHANNEL\*

## MUNICIPAL OFFICE

The Belledune Municipal Office is open to the public Monday to Friday from 8:00 am to 4:00 pm. Our offices will be closed daily between 12:00 pm and 1:00 pm. You may reach staff by calling 506-522-3700 or email [info@belledune.com](mailto:info@belledune.com). The Municipal Office will be closed on September 04th, 2023 for Labour Day and on October 02nd, 2023 for the National Day of Truth and Reconciliation.



# MUNICIPAL SECTION

Please have submissions in by the 25th of September for the October 2023 Newsletter. Due to limited space, some information will be edited for length. Please call 506-522-3701 or email belledunelibrary@nb.aibn.com for more information.

## NOTICES

If you are sending correspondence to the Village of Belledune, please include your name, return address and telephone number so we may contact you.

## DITCHES AND CULVERTS

Due to certain regulations, you must contact the Village of Belledune prior to doing any work on Village property.

## GARBAGE AND RECYCLING

Bins/bags must be put out by 8:00 am at the end of the driveway, on the shoulder of the road or it will not be picked it up.

## RECYCLING SCHEDULE FOR SEPTEMBER 2023

|   |  |
|---|--|
| Monday and<br>Wednesday Garbage<br>Collection Areas | Thursday and Friday<br>Garbage Collection<br>Areas |
| September 12th,<br>2023                             | September 05th,<br>2023                            |
| September 26th,<br>2023                             | September 19th,<br>2023                            |

## VETERAN'S MEMORIAL CENTRE ARENA

The Arena will be opening on September 17th, 2023. For any inquiries please contact Darrell Culligan at 506-520-9322 or 506-522-3714 or by emailing dculligan@belledune.com

## BELLEDUNE LIBRARY - 2404 MAIN ST.

Librarian Gina Card can be reached at 506-522-3701 or email belledunelibrary@nb.aibn.com. We encourage everyone to go visit the library and follow our Facebook page for information.

### **Hours of Operation**

Monday: Closed

Tuesday, Wednesday and Thursday: 3:00 pm - 6:00 pm

Friday: Closed

Saturday and Sunday: Closed



# MUNICIPAL SECTION

## BELLEDUNE POWER AND FITNESS CLUB

Please be advised that all new members joining the Power Club, or returning members who do not currently have a swipe card, will be required to pay a \$10 fee to the Village of Belledune. This fee can be paid at the Municipal Office Monday to Friday between 8:00 am - 4:00 pm, or at the Power Club with Ronnie/Steve. The Power Club is operated by a separate organization and not by the Village of Belledune. In order to become a member or receive any information regarding the Power Club; you must contact one of the Directors:

Ronnie Dempsey: 506-237-4110  
Steve Shannon: 506-252-0095

## BELLEDUNE VOLUNTEER FIRE DEPARTMENT

The Belledune Volunteer Fire Department is looking for people interested in joining the department. If you are interested, please contact Fire Chief Keith Legacy any time after 5:00 pm at:

Home: 506-237-5059  
Cell: 506-520-9388

## DEPARTMENT OF TRANSPORTATION

For any resident that would like to make an inquiry or report issues and complaints, you must contact the transportation information centre at 1-833-384-4111 or email [transportnb@gnb.ca](mailto:transportnb@gnb.ca).

## NB POWER

The Council of Belledune and NB Power, in accordance with Bob Scott, are working together to provide a local contact for all matters in the Village of Belledune. To deliver faster and more direct information to the responsible sources within NB Power, all issues pertaining to power outages, street lights, downed power lines, etc. should be directed to:

Ron Bourque, Councillor  
Home: 506-507-3493  
Cell: 506-252-7392

# MUNICIPAL SECTION

## THE YOUTH FOCUS PROGRAM

12 - 17 years of age

The youth focus program is reaching out to the public to see if anyone has anything they would like to donate to get the kids started. If anyone has any extra furniture, paint or paint supplies, please contact Darrell Culligan.

## YOUTH POWER GYM PROGRAM (1/2)

14 years - 18 years of age  
Monday and Thursday  
6:00 pm - 7:00 pm

A collaboration between the Village of Belledune and Belledune Power Club will be offering a youth program of two 1-hour sessions per week.

- Registration and orientation will take place on Mondays and Thursdays.
- Parent/guardian and youth must both be in attendance to register.
- Bring ID for proof of age
- Cost: \$10 per month per member

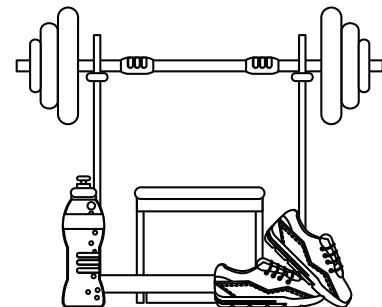
## YOUTH POWER GYM PROGRAM (2/2)

- A copy of gym rules will be handed out
- Supervised by 1 village representative (Darrell Culligan) and 1 adult volunteer.
- A policy of 2 adults present will be in effect for the hour.
  - Please be advised that these individuals will only be there for supervising purposes, not training
- No horseplay will be tolerated and always put equipment away after you are done using it
- In order to prevent overcrowding in the gym and allow youth their hour, Ron Dempsey would like to ask that regular adult members avoid going to the gym during this time if possible.

FOR MORE INFORMATION:

DARRELL CULLIGAN 506-520-9322/506-522-3714

RON DEMPSEY: 506-522-3718 (8AM - 10 AM MON - FRI)



## WATERWHEELS

Enjoy the water with family and friends!

Waterwheels is perfect for all wheelchair users and those with special needs and is designed to give users the ideal outdoor experience. With floatable armrests and tires, Waterwheels easily transports you from the beach to the water! Enjoy the ocean or pool while relaxing in your Waterwheels!

For more rental information please contact Darrell Culligan  
506-520-9322 / 506-522-3714  
dculligan@belledune.com



# COMMUNITY EVENTS

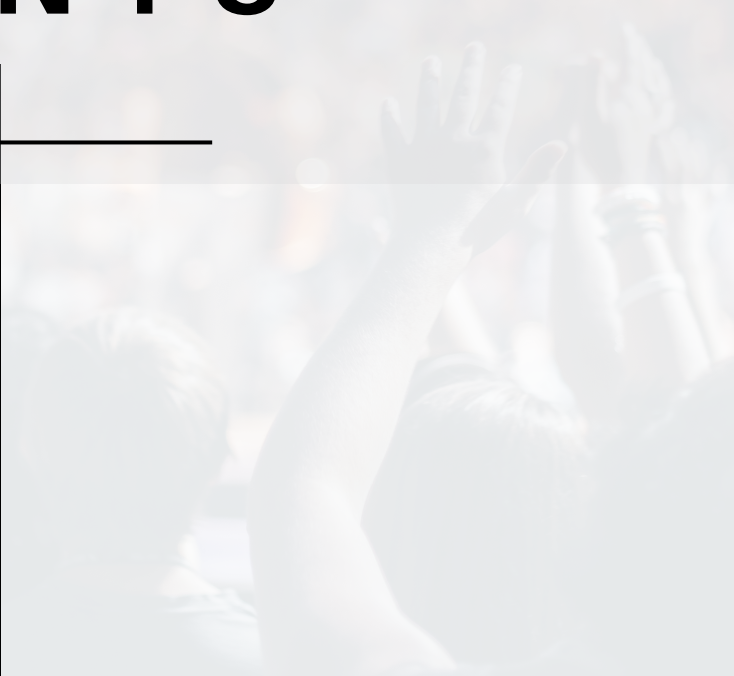
## BELLEDDUNE EVENTS COMMITTEE

The next events committee meeting is on September 11th, 2023 at 7:00 pm at the Belledune Recreation Centre.

We always welcome everyone to join us at our meeting each month. We appreciate everyone's suggestions and concerns.



Remember to visit our Facebook page for upcoming events or messages.



## EAT FRESH

Deadline to place order for  
September:

**September 06, 2023**

Pickup order date for September:  
**September 13, 2023**

.....  
Deadline to place order for October:

**October 04, 2023**

Pickup order date for October:  
**October 11, 2023**

## How to order



**MANGER FRAIS  
CHALEUR  
EAT FRESH**

**1** Find a distribution center near you  
Bathurst Youth Center - 549-3215  
2e chance store - 549-3211  
Municipality of Beresford - 542-2727  
Cooperative La Barque - 542-2611  
Municipality of Belledune - 520-9322

**2** Register and order  
1 time 5\$ fee  
bags are 15\$ each

**3** Choose pick up or delivery  
you MUST specify when you order

**4** Pick up  
Or receive delivery  
On distribution day

# COMMUNITY ANNOUNCEMENTS

## JACQUET RIVER FOODBANK

Clothing and other items are always appreciated. Thank you for all of your support.

From Joanne  
Jacquet River Food Bank  
506-237-5544

## ROYAL CANADIAN LEGION

The Jacquet River Legion Hall is available for rent for weddings and parties.

Contact:  
Robert Dempsey: 506-237-5209

## HEALTH STARTS HERE: DIAL 2-1-1

Life can be hard. Finding help can be easy, call 2-1-1 to find support for all of life's changes - food access, financial aid, affordable housing and mental health. Free - confidential - 24/7 - 150+ languages.

## ST. GABRIEL CHURCH

Community food drive sponsored by St. Gabriel's CWL for our local foodbank. Bring non-perishable food items to St. Gabriel Church at 4118 Main St., Belledune. For more information call Patsy at 506-237-2751 or Darlene at 506-237-5562

Saturday, October 28th, 2023  
from 2:00 pm - 3:30 pm

## WEEKLY PROGRAMS STARTING SEPTEMBER 19TH AND 20TH

**Yoga:** Sept. 19th at 6:00 pm to 7:00 pm  
\$5.00/session

**Senior/Adult Fitness:** Sept. 20th at 1:00 pm to 2:00 pm  
\$5.00/session

**Zumba:** Sept. 20th at 6:00 pm to 7:00 pm  
\$5.00/session

Instructors: Sunny Bosca, Danie Hache-  
Leblanc, Kate Scott

For more information: Darrell Culligan at 506-520-9322 or email: [dculligan@belledune.com](mailto:dculligan@belledune.com)

## CIRCLE OF FRIENDS

Whether you are new to the area or you have lived in the area for years, Circle of Friends offers a safe, non-judgmental, inclusive and confidential environment. Through conversation, you can share the challenges of everyday life while engaging in a variety of activities. Some of our on-site activities include bowling, walks, monthly lunches and more. We are in operation Monday - Friday upstairs in the Jacquet River Firehall. You can attend as many days per week as you wish. Why not come and check us out and see if we would be a good fit for you?

For more information:

Niki  
506-237-2561

# COMMUNITY ANNOUNCEMENTS

## BELLEDUNE BELLEVIEW SENIORS VILLA COMMITTEE

We are looking for three new members to serve on the Belledune Committee for the Belleview Seniors Villa. It is voluntary, and there is one monthly meeting. Our seniors are a valuable part of our community and it is important to look out for them. Please contact Joanne Hache at 506-522-5209 to submit your name as soon as possible. If no answer, please leave a message.

## JACQUET RIVER NATURE GROUP

Our bird watchers group meets once a month starting again in September. Date and place are yet to be determined; call me, Dan at 506-237-2118, for info on the next meeting.

We continue to have weekly outings to good birding sites nearby led by birders from the North Shore. Outings are usually on the weekend. They are fun & you learn tons about different birds & how to observe them. You are welcome at meetings & outings; if you enjoy it, you may want to join the JRNG.

Our group also participates in a province-wide monthly seabird survey to collect vital information on seabird movement through our area. It is scheduled for the week from Wednesday to Tuesday, Sept. 20-27. If you are interested in helping, contact me.

## PAINTING WITH MAUREEN

The Village of Belledune is sponsoring a seniors' painting event on Friday September 15th, 2023 from 1:00 pm to 3:30 pm.

Please contact Darrell Culligan (506-520-9322) or Maureen Pascal (506-226-1820) to register. A picture of our project can be seen on the "Painting with Maureen" Facebook page.

No painting experience required, come out, have fun and possibly meet new people in the community.

Open to Seniors 55+  
Seating capacity is 24  
Location: Basement of Recreation  
Centre

# COMMUNITY ANNOUNCEMENTS

*Thank You*

The family of George Grant wish to thank the many for their cards and memorials, their visits and the delightful food dishes that we had received during our time of sorrow for George, our dear husband, father and brother .

Our community is certainly blessed with kind, caring residents.



## September 9th

Happy Birthday to Great-Uncle Rodney Hickey  
Love from 1Sock John (nickname) and Layla,  
Glenda, Robert and Chris.

## September 30th

Frank Culligan  
Happy Birthday from your family and friends



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# VILLAGE OF BELLEDUNE BUSINESS LISTINGS



ANY BUSINESS NOT LISTED, PLEASE CONTACT DARRELL CULLIGAN AT 506-520-9322/  
506-522-3714 OR EMAIL DCULLIGAN@BELLEDUNE.COM

- **506 Masonry LTD:** Tim Collins - 2782 Main St.
  - 506-522-9800 / cell: 506-261-8244 / timmycollin@hotmail.com
- **Amy's Quality Care:** 335 Lorne Rd, Lorne, NB, E8G 1J7
  - 506-507-0221
- **Antiques Plus & Bored Whale Cafe & Bus Service:** 26 Quinn Rd.
  - 506-237-2227 / antiquesplus.ca
- **A Touch of Relief Massage Clinic:** Leanna - 148 Main St.
  - 506-522-2384
- **Bookkeeping & Tax Services, Division of Five Star Professional Maid Service:**
  - 506-237-2751 / cell: 506-520-9900 / patsyturple@nb.aibn.com
- **Caboose Flea Market & Gift Shop:** Ivan & Karen Doucet - 3544 Main St.
  - 506-962-3477 / thecaboose21@gmail.com
- **Carmichael Towing & Auto Repair:** Gary
  - 506-237-5213
- **Circle of Friends:** Niki - 3963 Main St., Upstairs at Fire Station 1
  - 506-237-2561
- **Claude Carrier Towing and Auto Repair:**
  - 506-237-1100
- **Clover Farm & Liquor Outlet:** 3917 Main St.
  - 506-237-1901
- **Culligan's Canteen:** Seasonal - 3598 Main St.
  - 506-237-5563
- **DJ Smearer:** Dale - Mill, Hardwood Lumber and Flooring - 1152 Archibald Rd.
  - 506-237-5576 / cell: 506-522-8040
- **Guardian Restigouche Pharmacy Inc.:** Jordan Frenette - 53 Mack St.
  - 506-237-5200 / restpharm@nb.aibn.com
- **Inspired Wellness, Clinical Counseling & Hypnotherapy Services:** Joan Parker
  - 780-668-5362 / inspiredwellness@shaw.ca / www.hypnocounseling.ca
- **Jacquet River Campground:** 3712 Main St.
  - 506-237-3239 / Off-season: 506-522-3710
- **Jacquet River Food Bank:** Joanne Lavigne - 3974 Main St. (basement)
  - 506-237-5544
- **Jacquet River Health Centre:** 41 Mack St.
  - 506-237-3222
- **Keyleather:** Ivan & Karen Doucet - 3544 Main St.
  - 705-727-7143 / keyleather@hotmail.com



# VILLAGE OF BELLEDUNE BUSINESS LISTINGS



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506-522-3714 OR EMAIL DCULLIGAN@BELLEDUNE.COM

- **Kim's Hairstyling:** Kim - 3665 Main St.
  - 506-507-0280
- **LaPointe's Garage Inc. - Automotive & Heavy Equipment Repair:** Neal & Peggy
  - 506-237-2818
- **Landry's Birdseye Bowls:** Leonard - 2705 Main St.
  - 506-522-5512
- **Linda Harvey Hairstyling:** Linda - 169 Jacquet River Dr.
  - 506-237-2294 / linjim@nb.sympatico.ca
- **MacIntosh Excavating & Trucking:** Ronnie
  - 506-237-5555
- **MacMillian's Funeral Services LTD:** 221 Black Point Road, Black Point
  - 506-237-5234 / 506-684-0883
- **Mazerolle's Car Detailing:** Barry - 758 Noel Rd
  - 506-237-2309
- **Natures Legacy Gardens:** Hillary - 3509 Main St.
  - 506-480-9351
- **Neverdull Car Care:** Albany Vautour
  - 506-787-1477 / 506-760-9114
- **Norman Carrier's Snow Removal:** Norman
  - 506-522-2817
- **North Coast Diesel LTD and Small Engine Repair:** Blair Guitard (Heavy Equipment Technician/Millwright)
  - 506-480-1505
- **Painting with Maureen:**
  - 506-226-1820 / maureenpascal@hotmail.com
- **Parkview Superette Convenience & Take-out:** 3711 Main St.
  - 506-237-2299
- **Rachelle's Pristine Clean:** Rachelle/Patrick - 3743 Main St.
  - 506-252-8131 / rachellespristineclean@gmail.com
- **RBC Insurance:** Michelle Burton, Life, Health and Wealth Advisor - 2726 Main St.
  - 506-237-2983
- **Robert Murphy & Sons LTD:** Robert - 2867 Main St.
  - 506-522-1104
- **Royal Canadian Legion Branch 77 & Veterans Monument (Jacquet River Drive & Main St.):** 3843 Main St.
  - 506-237-2983
- **Shirly's Variety:** 23423 RTE 134, Nash Creek
  - 506-237-5142



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506-522-3714 OR EMAIL DCULLIGAN@BELLEDUNE.COM

- **Smearer Sales & Service:** 23520 RTE 134, Black Point
  - 506-237-5384
- **Sunset Place:** Joe and Dianna Noel - 2882 Main St.
  - 506-237-2333 / djnoel@rogers.com
- **Supertax Inc.:** Paula McDonnell - 233 Jacquet River Drive
  - 506-237-3003 / supertaxinc@hotmail.com
- **Super Village Trail Blazers Snow Mobile Club/Lodge:** 2065 Archibald Rd.
  - 506-237-9086
- **Talan Construction** - 4010 Main St.
  - 506-522-8625 / talan.construction@yahoo.com
- **Village Glass & Locksmith:** Wade Godin - 4539 Main St.
  - 506-237-5594
- **Winton Building Supplies:** Arthur - 3923 Main St.
  - 506-237-2839
- **Woodcox Trucking & Excavation/Snow Removal:** Dwayne Woodcox - 22 Doyle St.
  - 506-237-1913
- **Ye Olde Bank Antiques:** Rayburn - 3982 Main St.
  - 506-237-4107



# VILLAGE OF BELLEDUNE

P.O. BOX 1006, 2471 MAIN ST, BELLEDUNE, NB, E8G 2X9

TELEPHONE: 506-522-3700 / FAX: 506-522-3704

EMAIL: [INFO@BELLEDUNE.COM](mailto:INFO@BELLEDUNE.COM)

[WWW.BELLEDUNE.COM](http://WWW.BELLEDUNE.COM)

## CONDITIONS OF SPECIAL GARBAGE PICKUP

Items to be picked up will be limited to:

- Wooden crates
- Furniture
- Large household appliances
- Bicycles
- Discarded metals - weighing under 50 pounds
- Branches - no larger than 3 inches in diameter
- Other household items not normally picked up during regular weekly collection

Items **not to be picked up:**

- Discarded building and construction material
- Residue from trees - stumps, trunks, branches larger than 3 inches in diameter or if not bundled and tied
- Fencing
- Swimming Pools
- Motorized vehicles
- Automotive parts - over 50 pounds
- Stones, rocks and gravel
- Manure
- Carcasses of any dead animals
- Petroleum products
- Household hazardous waste products

- 
- All garbage & waste must be at roadside no later than 8:00 am
  - All steel materials should be kept separate from other garbage
  - Refrigerators must have freon removed
  - Branches must be bundled and tied - no longer than 4 feet in length and no larger than 2 feet x 2 feet square
  - Paint products will be collected if solidified, no liquid paint products permitted
  - All loose garbage must be placed in bags or boxes (tied or taped) and weigh no more than 50 pounds

**Special Monthly Garbage  
Pickup  
(Large Garbage Collection)**

**Tuesday, September 26th, 2023**

**Tuesday, October 31st, 2023**

Disposal of waste material not picked up by the village is the owners responsibility

- For metal waste disposal, you can contact Carmichael Towing at 506-237-5213
- For waste motor oil disposal, contact an automotive service station near you or call Industrial Environmental Services at 1-902-662-3358
- For restaurant cooking oil disposal, contact Rothesay at 1-902-895-2801

# SEPT - 2023 EVENT CALENDAR!

| SUN       | MON                          | TUE                       | WED                              | THU                       | FRI                          | SAT                                  |
|-----------|------------------------------|---------------------------|----------------------------------|---------------------------|------------------------------|--------------------------------------|
| <b>27</b> | <b>28</b>                    | <b>29</b>                 | <b>30</b>                        | <b>31</b>                 | <b>01</b>                    | <b>02</b>                            |
|           | Pickleball 10am-12pm         | Pickleball 10am-12pm      | Pickleball 10am-12pm             | Pickleball 10am-12pm      | Pickleball 10am-12pm         |                                      |
|           | <b>Youth Power Gym 6-7pm</b> |                           | Youth Focus Group 6:30pm         | Youth Power Gym 6-7pm     | <b>Youth BB 7pm-9pm</b>      |                                      |
| <b>03</b> | <b>04</b>                    | <b>05</b>                 | <b>06</b>                        | <b>07</b>                 | <b>08</b>                    | <b>09</b>                            |
|           | Stat Holiday                 | Dusty Sneakers 9am-9:45am | Pickleball 10am-12pm             | Dusty Sneakers 9am-9:45am | Pickleball 10am-12pm         | <b>JRS BB Clinic Cont. 9am start</b> |
|           | <b>Youth Power Gym 6-7pm</b> | Pickleball 10am-12pm      | Youth Focus Group 6:30pm         | Pickleball 10am-12pm      | <b>JRS BB Clinic 5pm-9pm</b> |                                      |
|           |                              |                           |                                  | Youth Power Gym 6-7pm     |                              |                                      |
| <b>10</b> | <b>11</b>                    | <b>12</b>                 | <b>13</b>                        | <b>14</b>                 | <b>15</b>                    | <b>16</b>                            |
|           | Pickleball 10am-12pm         | Dusty Sneakers 9am-9:45am | Pickleball 10am-12pm             | Dusty Sneakers 9am-9:45am | Pickleball 10am-12pm         |                                      |
|           | Youth Power Gym 6-7pm        | Pickleball 10am-12pm      | <b>Eat Fresh pick-up 3pm-6pm</b> | Pickleball 10am-12pm      | <b>Youth BB 7pm-9pm</b>      |                                      |
|           |                              |                           | Youth Focus Group 6:30pm         | Youth Power Gym 6-7pm     |                              |                                      |
| <b>17</b> | <b>18</b>                    | <b>19</b>                 | <b>20</b>                        | <b>21</b>                 | <b>22</b>                    | <b>23</b>                            |
|           | Pickleball 10am-12pm         | Dusty Sneakers 9am-9:45am | Pickleball 10am-12pm             | Dusty Sneakers 9am-9:45am | Pickleball 10am-12pm         |                                      |
|           | Youth Power Gym 6-7pm        | Pickleball 10am-12pm      | <b>Fitness 1-2pm</b>             | Pickleball 10am-12pm      | <b>Youth BB 7pm-9pm</b>      |                                      |
|           |                              | <b>Yoga 6pm-7pm</b>       | <b>Zumba 6-7pm</b>               | Youth Power Gym 6-7pm     |                              |                                      |
|           |                              |                           | <b>Youth Focus Group 6:30pm</b>  |                           |                              |                                      |
| <b>24</b> | <b>25</b>                    | <b>26</b>                 | <b>27</b>                        | <b>28</b>                 | <b>29</b>                    | <b>30</b>                            |
|           | Pickleball 10am-12pm         | Dusty Sneakers 9am-9:45am | Pickleball 10am-12pm             | Dusty Sneakers 9am-9:45am | Pickleball 10am-12pm         |                                      |
|           | Youth Power Gym 6-7pm        | Pickleball 10am-12pm      | <b>Fitness 1-2pm</b>             | Pickleball 10am-12pm      | <b>Youth BB 7pm-9pm</b>      |                                      |
|           |                              | <b>Yoga 6-7pm</b>         | <b>Zumba 6-7pm</b>               | Youth Power Gym 6-7pm     |                              |                                      |
|           |                              |                           | <b>Youth Focus Group 6:30pm</b>  |                           |                              |                                      |



# VILLAGE OF BELLEDUNE

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P.O. Box 1006 \* 2471 Main Street \* Belledune, NB \* E8G 2X9 \* Tel: (506) 522-3700  
Fax: (506) 522-3704 \* e-mail: [info@belledune.com](mailto:info@belledune.com) Web Site: [www.belledune.com](http://www.belledune.com)

## Job Posting Municipal Clerk Treasurer

The Village of Belledune is seeking an organized, self-starting, career-oriented professional to join our team as Clerk Treasurer. The Clerk Treasurer position is critical to municipal administrative operations, and covers wide ranging responsibilities. Tasks for the Clerk Treasurer involve, but are not limited to: general office administration; delivery of services; arranging council meeting agendas and minutes; development, submittal and maintenance of annual budget; administration of payroll and benefit; administration of accounts payable and receivable; oversight of municipal insurance; various elections and tax related tasks. Further details on the Clerk Treasurer tasks are available in *Clerk Treasurer Job Description*, which is available for pickup at the municipal office, or can be provided via email by request to [info@belledune.com](mailto:info@belledune.com).

Minimum qualifications for this position are a post-secondary degree or diploma, preferably in Business Administration or related field; a minimum of 5 years financial management experience, preferably as a municipal Clerk Treasurer or in related field; a comprehensive knowledge of management practices and principles, municipal operations and legislation. A Chartered Professional Accountant (CPA) designation would be considered a strong asset.

Salary range for this position is \$67,987 to \$79,042, commensurate with the successful candidate's qualifications and experience.

If you feel that your strong experience in financial management, combined with an optimistic, enthusiastic demeanor would be a match for this position, we encourage you to send your resume by email to [info@belledune.com](mailto:info@belledune.com), or to deliver your resume in person at the Belledune Municipal Office, located at 2471 Main St. The Municipal Office is open Monday to Friday, 8:00am to 4:00pm, closed from 12:00pm to 1:00pm.

Hand delivered resumes should be in a sealed envelope, and addressed to:

Village of Belledune  
Attention: Chief Administrative Officer  
Competition: **Municipal Clerk Treasurer**

Electronic submittals should have "Competition: Municipal Clerk Treasurer" in the subject line.

The deadline for applications is **Friday, September 22, 2023 at 3:00pm**. We thank all applicants who apply, however only those selected for an interview will be contacted.



# VILLAGE OF BELLEDUNE

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P.O. Box 1006 \* 2471 Main Street \* Belledune, NB \* E8G 2X9 \* Tel.: (506) 522-3700  
Fax: (506) 522-3704 \* e-mail: [info@belledune.com](mailto:info@belledune.com) Web Site: [www.belledune.com](http://www.belledune.com)

## Job Posting Public Works Labourer

The Village of Belledune is currently seeking a motivated, hardworking individual to join our team. The Public Works Labourer is mainly responsible for the operation of municipal trucks and tractors and for their on-going maintenance and repair. The employee is also responsible for helping with a variety of carpentry, electrical and maintenance functions that are assigned by the Manager of Public Works and on occasion by other Village management employees.

Copies of the full Public Works Labourer job description are available upon request from the municipal office or via email.

If you feel that your optimistic attitude and strong work ethic would be a match for this position, we encourage you to send your resume by email to [info@belledune.com](mailto:info@belledune.com), or to deliver your resume in person at the Belledune Municipal Office, located at 2471 Main St. The Municipal Office is open Monday to Friday, 8:00am to 4:00pm, closed from 12:00pm to 1:00pm.

Hand delivered resumes should be in a sealed envelope, and addressed to:

Village of Belledune  
Attention: Chief Administrative Officer  
Job Competition: **Public Works Labourer**

The deadline for applications is **Friday, September 22, at 3:00pm**. We thank all applicants who apply, however only those selected for an interview will be contacted.