



**Village of Belledune
Regular Council Meeting
January 19, 2026**

Time: 7:00 PM
Place: Belledune Council Chambers
Mayor, Paul Arseneault
Councillor, Lilliane Carmichael
Present: Councillor, Cynthia Robinson
Councillor, Marilyn Guitard-McDonnell
Councillor, Ron Bourque
Councillor, Dawn Hickey
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
- Moment of Reflection

Adopt Agenda

M 2026/01/19-1

Lilliane Carmichael moved that the Agenda be Adopted as Presented, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Statements of Conflict of Interest

Adoption of Minutes

M 2026/01/19-2

Lilliane Carmichael moved that the Minutes of the Committee of Whole Council Meeting of November 3, 2025, the Special Meeting of November 8, 2025, the Special Meeting of November 12, 2025, the Regular Meeting of November 17, 2025, the Special Meeting of December 1, 2025, and the Committee of Whole Council Meeting of December 1, 2025 be adopted as presented, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Business Arising from Minutes

Presentations / Petitions / Delegations

- RCMP Presentation

Constable Eric Maillet gave a presentation on the current files in the Belledune area

Statements by Member of Council

Mayor, Arseneault

Councillor, Bourque

- Reminder about Crime Stoppers and RCMP Meeting on January 21, 2026

There will be a presentation made by the RCMP on Wednesday, January 21, 2026 at the Rec Centre at 7:00pm

- Chaleur Tourism Presentation

Councillor, Bourque attended a Chaleur Tourism presentation in Bathurst and gave a recap of that meeting.

- Painting of the Jacquet River Medical Centre

A directive was issued to CAO, Lee to get three quotes to have the interior of the medical center painted.

Councillor, Carmichael

- Update on Renaissance Nursing Home Meeting

Councillor, Carmichael attended a meeting at the Renaissance Nursing home in December and updated Council.

Councillor, Guitard-McDonnell

Councillor, Hickey

Councillor, Robinson

Administration Reports

Chief Administrative Officer, Landon Lee

M 2026/01/19-3

Lilliane Carmichael moved that the Social and Environmental report for December 2025 be accepted as presented and recommendations approved; \$250 to the DRHS Condor Classic Basketball Tournament; Request from Flo Guitard for use of the Belledune Rec Center at no cost for a fundraiser breakfast. , seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

M 2026/01/19-4

Cynthia Robinson moved that a grant in the amount of \$3,160 be made to the Jacquet River School Student Council for the grant allocation of 2025, seconded by Lilliane Carmichael. MOTION CARRIED.

M 2026/01/19-5

Lilliane Carmichael moved that a grant in the amount of \$2,500 be made to the Jacquet River Breakfast Program for the grant allocation of 2025, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

M 2026/01/19-6

Lilliane Carmichael moved that a grant in the amount of \$8,382 be made to the Chaleur Bay Watershed Group as part of their grant request for 2025, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Clerk Treasurer, Angela Buckle

- Financial Reports

M 2026/01/19-7

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

By-laws and Policies

- Adoption of Employee Recognition Program Policy

M 2026/01/19-8

Lilliane Carmichael moved WHEREAS Section 10(1) of the *Local Governance Act*, S.N.B. 2017, c.18, affirms that a local government may adopt policies for the good governance, administration, and operations of the municipality; and

WHEREAS Council recognizes the importance of supporting and acknowledging the dedication, professionalism, and years of service contributed by municipal employees; and

WHEREAS Administration has prepared a new *Employee Service Recognition Policy*, which establishes a structured program for recognizing employee service milestones and outlines eligibility, responsibilities, and program administration;

BE IT RESOLVED THAT the Council of the Village of Belledune hereby adopts the *Employee Service Recognition Policy*, effective immediately:

BE IT FURTHER RESOLVED THAT Administration is authorized to implement and administer the Policy, including coordinating service tracking, award delivery, public recognition (where chosen by the employee), and all necessary recordkeeping;

BE IT FURTHER RESOLVED THAT the Chief Administrative Officer is directed to ensure that appropriate funding for the Employee Service Recognition Program is included in the annual municipal operating budget, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Adoption of Municipal Alcohol Serving Policy

M 2026/01/19-9

Marilyn Guitard-McDonnell moved WHEREAS the Village of Belledune is responsible for ensuring the safe, responsible, and legally compliant service of alcohol at municipal events operating under the municipal liquor license; and

WHEREAS the Village of Belledune recognizes the importance of establishing clear, consistent procedures for alcohol service in accordance with the *Liquor Control Act* of New Brunswick, regulations of Alcohol NB Liquor (ANBL), and applicable municipal by-laws; and

WHEREAS Administration has prepared a new *Municipal Alcohol Serving Policy* to guide event organizers, municipal staff, volunteers, and contracted service providers in fulfilling their responsibilities when alcohol is served at municipal facilities or events; and

WHEREAS Council has reviewed the proposed policy and is satisfied that it promotes public safety, responsible consumption, legal compliance, and effective operational oversight;

BE IT RESOLVED THAT the Council of the Village of Belledune hereby adopts the *Municipal Alcohol Serving Policy*, effective immediately;

BE IT FURTHER RESOLVED THAT municipal administration is directed to implement the Policy, ensure that all required procedures and controls are in place, and make the Policy available to all municipal departments, committees, and facility users;

BE IT FURTHER RESOLVED THAT this Policy shall be reviewed every three (3) years, or sooner should changes to provincial legislation, ANBL requirements, or municipal operational needs warrant revision, seconded by Lilliane Carmichael. MOTION CARRIED.

Motions and Resolutions

- PID 50075357 By-law Amendment Hearing Date

M 2026/01/19-10

Lilliane Carmichael moved WHEREAS the council has received a request to amend the Rural Plan provision to allow one more unit in a mixed zone of type 2 (MX-2) for a total of 16 units in a multiple unit dwelling;

WHEREAS the council wishes to consider the above-mentioned text amendment request;

WHEREAS Section 111 of the *Community Planning Act* - CPA requires the public notices relating to the adoption of such by-law;

WHEREAS the council have already request the advice of the Chaleur Planning Review and Adjustment Committee for the Chaleur Regional Service Commission pursuant to Section 110 of the CPA;

BE IT RESOVED THAT :

- a. a by-law amending the Village of Belledune Rural Plan be prepared;
- b. the clerk shall, on behalf and for the benefit of Council, cause public notices to be published in accordance with the requirements of subsection 111(1) of the *Community Planning Act*;
- c. the consideration of objections for the proposed by-law be set for February 17, 2026 in the council chamber in Belledune NB at 7:00 p.m.;
- d. the proposed by-law be made available for the public consultation at the municipal office during business hours starting on the day the first public notice is published, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Per Diem for Chaleur Tourism Event

M 2026/01/19-11

Lilliane Carmichael moved that a full day per diem be paid to Councillor, Ron Bourque for attending the Chaleur Tourism Event on January 12, 2026 in Bathurst, NB, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Capital Renewal Fund Plan Adoption

M 2026/01/19-12

Lilliane Carmichael moved that the document entitled *Village of Belledune 2026-2029 Capital Renewal Plan (CRP)* for the Capital Renewal Funding (CRF) allocation be adopted, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

General Correspondence

- Correspondence List & Documents

Closed Session

Adjournment

M 2026/01/19-13

Lilliane Carmichael moved that the meeting adjourn at 8:15pm, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Mayor

Clerk Treasurer