



**Village of Belledune
Regular Council Meeting
Council Chambers
November 20, 2017**

Time: 7:00 PM
Place: Council Chambers
Present: Mayor, Joe Noel
Deputy Mayor, Paul Arseneault
Councillor, Lilliane Carmichael
Councillor, Tracy Culligan
Councillor, Nick Duivenvoorden
Councillor, Sandenn Killoran
Absent:
Staff CAO, Landon Lee
Present: Clerk - Treasurer, Brenda Cormier
Staff
Absent:

Mayor Noel called meeting to order and welcomed public.

Call to Order & Welcome

- Moment of Reflection

There was a moment of silence in memory of Sophia and Anthony Duivenvoorden, Ann Marie Gauthier, Margaret Hughes, Lorenzo Guitard and Derilda DeGrechie of Belledune, Eva Godin of Lorne, Edgar Legacy of Black Point, Allan Lapointe of Nash Creek and Herman Hickey of Gravelhill.

- Oath of Office

Council reaffirmed their Oath of Office.

Adopt Agenda

2017/11/20-200

Tracy Culligan moved that the Agenda be Adopted as Amended with change; remove under Councillor, Duivenvoorden 6.3.1 and carry over to next meeting, seconded by Lilliane Carmichael. MOTION CARRIED.

Statements of Conflict of Interest (COI)

Councillor, Carmichael filed a Conflict of Interest with the Clerk under motion M 2017/11/20-202.

Deputy Mayor, Arseneault filed a Conflict of Interest with the Clerk under motions M 2017/11/20-203 & M 2017/11/20-204.

Mayor, Noel filed a Conflict of Interest with the Clerk under motion M 2017/11/20-215.
 Councillor, Killoran filed a Conflict of Interest with the Clerk under motion M 2017/11/20-216.

Adoption of Minutes

2017/11/20-201

Tracy Culligan moved that the Minutes of Special Meeting and Committee of Whole Meeting of October 10, 2017 and Regular Meeting of October 16, 2017 be adopted as presented, seconded by Lilliane Carmichael. MOTION CARRIED.

Business Arising from Minutes

Councillor, Duivenvoorden noted a correction to the Minutes of the Meetings of October 10, 2017- he did not attend either meeting.

Presentations / Petitions / Delegations

NIL

Statements by Member of Council

Deputy Mayor, Arseneault

- Salmon Barrier and Campground Employees - 2018 Work Weeks Extension
Councillor, Carmichael (COI) vacated the room at 7:05 P.M. and returned at 7:08 P.M.

2017/11/20-202

Paul Arseneault moved that the work period for employees working at the Salmon Barrier and Jacquet River Campground be extended by four weeks in 2018, opening both two (2) weeks earlier, and closing both two (2) weeks later than the 2017 season, and the additional associated costs be allocated in the 2018 Budget, seconded by Sandenn Killoran. MOTION CARRIED

COI: Lilliane Carmichael

	For	Against	COI
Paul Arseneault	x		
Sandenn Killoran	x		
Lilliane Carmichael			x
Tracy Culligan	x		
Nick Duivenvoorden	x		
	4	0	1

Councillor, Carmichael

- Belledune Power & Fitness Club Inc. - 2018 Budget Request
Deputy Mayor, Arseneault (COI) vacated the room at 7:08 P.M. and returned at 7:15 P.M.
 Council discussed the proposal by Councillor, Killoran to not include an amount in the motion, as the cost of replacing the equipment at the gym will most likely exceed the \$30,000 being requested. For example a quote he received for replacement of 5 pieces is around \$41,000. He would like to see the results of the equipment assessment and quote before specifying an amount.

Council consensus is to give the Belledune Power and Fitness Club the amount they are requesting and allocate \$30,000 in the 2018 Budget. If more is required in subsequent years, they can request again. The motion will stand as proposed.

2017/11/20-203

Lilliane Carmichael moved that Belledune Council, as per the request of the Belledune Power & Fitness Club (letter dated November 15, 2017), allocate \$30,000 in the 2018 Budget for the procurement and upkeep of the Gym equipment, in preparation for the move to new Municipal Facility in 2018, seconded by Tracy Culligan. MOTION CARRIED

Against: Sandenn Killoran

COI: Paul Arseneault

	For	Against	COI
Paul Arseneault			x
Lilliane Carmichael	x		
Tracy Culligan	x		
Nick Duivenvoorden	x		
Sandenn Killoran		x	
	3	1	1

- Internet - Mitchell Rd. (South of Highway #11)
CAO, Lee was asked to give an update.

CAO, Lee advised he has been reaching out to the major service providers, but they govern where they will go and when. Other option; would be to look at other providers. He will look at other options in the next couple of weeks and follow up.

Councillor, Duivenvoorden

- Advisory of an official reaction to Council's decision to not amend Rural Plan By-law to make us more food producing friendly.
Item deleted and moved to next meeting.

- Mark Arseneault 2018 Gentlemen's Hockey Tournament - Funding Participation

Deputy Mayor, Arseneault (COI) vacated the room at 7:17 P.M. and returned at 7:19 P.M.

2017/11/20-204

Nick Duivenvoorden moved that the following donation be made: Mark Arseneault Gentlemen's Hockey Tournament – ice time at \$55 per game (23-26 games) and no ice time charge for Sunday's Queen's Cup ladies game plus reimbursement up to \$395 for Tournament Program and up to \$100 for the additional colour photo page upon proof of purchase and receipt, seconded by Lilliane Carmichael. MOTION CARRIED

COI: Paul Arseneault

	For	Against	COI
Paul Arseneault			x
Lilliane Carmichael	x		
Tracy Culligan	x		
Nick Duivenvoorden	x		
Sandenn Killoran	x		
	4	0	1

- Belledune Regional Environment Association (BREA) - Report

The meeting had representatives from the Trailblazers and they are interested in BREA and being partners of a quasi-nature. There was a report regarding Paul's lookout. We should be broadcasting the amenities we have here, promote and build a tourism strategy. The mural at the Salmon Barrie is complete. The Directors Insurance will be paid by BREA. The finance balance is at \$12,000.

- Pub Night - Report

There will be none this month and the next one will most likely only be in the New Year. Bank balance remains as it was the previous month.

- Finance Committee

Mayor sits as ex-officio and other Councillors can sit in as observers, if they chose to attend.

2017/11/20-205

Nick Duivenvoorden moved that Belledune Council approve the creation of a Standing Committee of Council called the Village of Belledune "Finance Committee"; comprised of two (2) appointed Council members, the CAO and Clerk /Treasurer with one of the two Council members serving as Chairperson and chosen by the Committee (if need be, and both offer to serve as chair the decision will be made by pulling name from a hat); their Mandate to annually create and present a Draft Budget to Council until one is adopted and to meet monthly thereafter to measure how the Budget is measuring up to reality, seconded by Paul Arseneault. MOTION CARRIED.

2017/11/20-206

Nick Duivenvoorden moved that CAO, Lee be assigned with the task of preparing the necessary By-law or Policy for the creation, structure and mandate of the Village of Belledune "Finance Committee" for adoption by Council, seconded by Lilliane Carmichael. MOTION CARRIED.

2017/11/20-207

Nick Duivenvoorden moved that for the interim and the upcoming 2018 Budget preparation, Councillors' Killoran and Carmichael be appointed as the two (2) Council members to the Village of Belledune "Finance Committee", pending the adoption of the formal By-law or Policy, seconded by Paul Arseneault. MOTION CARRIED.

Councillor, Killoran

- Arnold Guitard - Donation Request Trails, Chaleur Dr.

2017/11/20-208

Sandenn Killoran moved that Belledune donate to Arnold Guitard for Chaleur Drive walking, snowshoe trail and ski trail, \$1,000, seconded by Lilliane Carmichael. MOTION CARRIED.

- Bullying Canada

2017/11/20-209

Sandenn Killoran moved that Belledune Council approve a \$5,000 donation to Bullying Canada, seconded by Lilliane Carmichael. MOTION CARRIED.

2017/11/20-209 B

Nick Duivenvoorden moved to amend the previous motion (M 2017/11/20-209), to reduce the amount to \$3,000, seconded by Sandenn Killoran. DEFEATED.

Against: Paul Arseneault, Lilliane Carmichael, Tracy Culligan, and Sandenn Killoran

	For	Against	COI
Paul Arseneault		x	
Lilliane Carmichael		x	
Tracy Culligan		x	
Nick Duivenvoorden	x		
Sandenn Killoran		x	
	1	4	0

Administration Reports**CAO, Lee**

- Roadside Brush Cutting Tender # PW-2017-001 - Award

2017/11/20-210

Tracy Culligan moved that as recommended by CAO, Lee, the Roadside Brush Cutting Tender # PW-2017-001 be awarded to R. Murphy and Sons Trucking Ltd. for the amount of \$18,055 (HST included), seconded by Lilliane Carmichael. MOTION CARRIED

Against: Paul Arseneault and Nick Duivenvoorden

	For	Against	COI
Paul Arseneault		x	
Lilliane Carmichael	x		
Tracy Culligan	x		
Nick Duivenvoorden		x	
Sandenn Killoran	x		
	3	2	0

Clerk/Treasurer, Cormier

- General Operating Fund and Utility Operating Fund Report - As of Oct. 31, 2017
The error in the Utility Operating Fund Report will be corrected and revised copy sent to Council.

2017/11/20-211

Tracy Culligan moved that the Financial Reports be accepted and the Accounts Payable be paid, seconded by Paul Arseneault. MOTION CARRIED.

- Income & Expense Departmental Report - As of Oct. 31, 2017

General Operating Fund & Utility Operating Fund
Information Item

- 2018 Student Subsidy Program - Report

Program had 16 Employers this year (14 For Profit and 2 Non- Profit) with 16 students employed for various weeks and hours. Total cost of the program to Village of Belledune in 2017 is \$48,580.16.

- 2018 Community Volunteer Income Tax Program

2017/11/20-212

Lilliane Carmichael moved that the Village of Belledune agree to be a Participating Community Organization for the 2018 Community Volunteer Income Tax Program (CVITP), seconded by Tracy Culligan. MOTION CARRIED.

By-laws and Policies

- By-law # DRA 11-2017 - Village of Belledune By-law Designating Road Accessible to Off-Road Vehicles
 - First & Second Readings

2017/11/20-213

Nick Duivenvoorden moved that By-law # DRA 11-2017, a Village of Belledune By-law Designating Roads Accessible to Off-Road Vehicles, be read a first time in its entirety and a second time by title, seconded by Lilliane Carmichael. MOTION CARRIED.

- Appointment of Appeal Committee & Operating Procedures
 - Dangerous and Unsightly Premises By-law

Resolution

WHEREAS the council has adopted By-law DUP 09-2011 entitled a *By-law of the Village of Belledune respecting dangerous and/or unsightly premises*;

WHEREAS the *Municipalities Act* sections dealing with dangerous or unsightly premises provides for an appeal before a committee of council;

NOW THEREFORE BE IT RESOLVED that council establishes the appeal committee which has the authority to deal with appeals resulting from the issuance of a notice to comply for a dangerous or unsightly premise, and the committee will decide on appeals that are filed in accordance with section 190.021 of the *Municipalities Act*;

BE IT FURTHER RESOLVED that this committee is composed of members of the Regional Planning Advisory Committee of which Belledune is member. Appeals must be heard by a minimum of 3 people chosen by the chairperson of the committee to hear a particular appeal;

BE IT FURTHER RESOLVED that council adopts the Operating procedures of the dangerous and unsightly premises appeal committee dated November 2017. The appeal committee must inform council of any significant changes that would affect these operating procedures.

2017/11/20-214

Tracy Culligan moved that the Resolution regarding appointment of Appeal Committee and Operating Procedures for Belledune Dangerous and Unsightly Premises By-law be adopted as presented, seconded by Lilliane Carmichael. MOTION CARRIED.

Motions and Resolutions

- Route #11 - Electro Braid Fencing Repairs - Payment of Invoices

Mayor, Noel (COI) vacated the room at 7:52 P.M. and returned at 7:59 P.M.

Council members discussed the process, how it proceeded without any consultation with Council or without going through Administration; procurement should be handled more by Administration. Procedurally, not the best way to handle, requesting approval after the work has been completed. The process did not fit the Procurement Policy. The policy should allow the CAO more authority and discretion.

2017/11/20-215

Nick Duivenvoorden moved that Belledune Council approves the following payables for the Route #11 Electro Braid Fence repairs; Lorne Woodtrimming for the cutting around moose fence \$3,910.00 (\$510 HST included) and Joe Noel the amount of \$9,045.61 (Reimbursement for Materials - US Exchange, Broker Fees & Duty \$6,102.61(\$718.17 HST included) and labour \$2,925) for Total project cost of \$12,955.61 and submit a claim to DTI, as approved, for the Net amount of \$12,078.36, seconded by Lilliane Carmichael. MOTION CARRIED.

- Chaleur Tourism, 2018 Regional Guide - Advertising
Councillor, Killoran COI) vacated the room at 7:59 P.M. and returned at 8:01 P.M.

2017/11/20-216

Nick Duivenvoorden moved that Belledune place a 1/2 page ad in the 2018 Chaleur Regional Tourism Guide for the cost of \$750, seconded by Lilliane Carmichael. MOTION CARRIED. COI: Sandenn Killoran

	For	Against	COI
Paul Arseneault	x		
Lilliane Carmichael	x		
Tracy Culligan	x		
Nick Duivenvoorden	x		
Sandenn Killoran			x
	4	0	1

- Jacquet River School - Disability Seat Swing Purchase
Swing seat is to be ordered by Village, delivered to the municipal office and then delivered to the School.

2017/11/20-217

Paul Arseneault moved that as request by Susan McGregor, Belledune Council approve the purchase, for Jacquet River School, a Full Support Swing Seat (Teen) for the approximate cost of \$450, seconded by Lilliane Carmichael. MOTION CARRIED.

- Chaleur ATV Club - Belledune Trail Contribution
Council members expressed concerns that they did not really know what Mr. Ouellette is proposing. There have a few presentations since last year and the information changes, there is discussion about other grants, but nothing firmly approved. Not sure about the work, if it will provide opportunity for local. The project does not seem to have a specific plan.
Council would like a presentation showing much more details, a clear plan for the Belledune trail and where the money is being spent.

2017/11/20-218

Tracy Culligan moved that Belledune issue payment of grant funding, to the Chaleur ATV Club, in the amount of \$21,000 for 2017 work to Belledune ATV Trail Project, seconded by Lilliane Carmichael.

2017/11/20-218 B

Sandenn Killoran moved to amend the previous Motion (M 2017/11/20-218) to add the words "pending receipt of supplier's invoices for this request and any future funding requests" after the words "ATV Trial Project", seconded by Lilliane Carmichael. MOTION CARRIED.

2017/11/20-218

Tracy Culligan moved that Belledune issue payment of grant funding, to the Chaleur ATV Club, in the amount of \$21,000 for 2017 work to Belledune ATV Trail Project, pending receipt of supplier's invoices for this request and future funding requests, seconded by Lilliane Carmichael. DEFEATED.

Against: Paul Arseneault, Lilliane Carmichael, Tracy Culligan, Nick Duivenvoorden, and Sandenn Killoran

	For	Against	COI
Paul Arseneault		x	
Lilliane Carmichael		x	
Tracy Culligan		x	
Nick Duivenvoorden		x	
Sandenn Killoran		x	
	0	5	0

General Correspondence

• Correspondence In

Dan Flanagan JR Nature Group - River Road Gazebo

Directive to have the sight checked this year by maintenance, take photos, determine the work required and add to Budget discussions for 2018. A letter is to be sent to Mr. Flanagan advising of this.

Bathurst Sustainable Development - ETF Project

NB Power, G. Thomas - Meeting Mayor & CAO

Meeting confirmed for December 15, 2017.

Velante - Provincial EMR (St. George Incentive)

RCVAA - Telethon

• Donations & Advertisements

2017/11/20-219

Sandenn Killoran moved that Belledune Council approves the following donations: payment of Dusty Sneaker group Day Log Books for the estimated amount of \$288 and Andrew Boudreau for Skating Competitions the amount of \$250, seconded by Nick Duivenvoorden. MOTION CARRIED.

2017/11/20-219 B

Sandenn Killoran moved that Belledune donate \$750 for the 2017/2018 winter season, to Allard St. Coeur, for the maintenance of lower Belledune private trail, seconded by Nick Duivenvoorden. MOTION CARRIED.

2017/11/20-219 C

Sandenn Killoran moved that Belledune place a 1/2 page advertisement in the Chaleur Region 2018 Tourism Map for the discounted cost of \$525 (plus HST), seconded by Nick Duivenvoorden. MOTION CARRIED.

- Correspondence In: Continued
Restigouche SPCA Reports -October 2017
Library Monthly Report - October 2017
SCT - Industrial Rail Inspection Report October 2017
R. Bourque Restigouche Crime Stoppers Report - November 2017
Hon. Denis Landry, Public Safety - 2018 Policing Rate

- Correspondence Out:
CCRAC /RCACC- Donation
Shelley Bertin - Donation
G. Bourque -184 Davidson Flats (Water Test Results)

Closed Session

NIL

Adjournment

2017/11/20-220

Sandenn Killoran moved that the meeting adjourn at 8:32 P.M., seconded by Lilliane Carmichael. MOTION CARRIED.

Mayor

Clerk/Treasurer