

**Village of Belledune  
Regular Monthly Meeting  
September 18, 2017**

**Time:** 7:00 P.M.  
**Place:** Belledune Municipal Chambers  
**Present:** Mayor, Joe Noel  
Deputy Mayor, Paul Arseneault  
Councillor, Lilliane Carmichael  
Councillor, Tracy Culligan  
Councillor Nick Duivenvoorden  
Councillor, Sandenn Killoran  
Landon Lee, CAO  
Brenda Cormier Clerk/Treasurer

Mayor Noel called meeting to order and welcomed public.

There was a moment of silence in memory of Donna Landry, Ronald Carrier, George (Scotty) Anderson and Kathleen Calhoun and Raymond Murphy, Executive Director of UMN.

Council reaffirmed their Oath of Office.

Agenda:

**M 2017/09/21-162**

**Nick Duivenvoorden moved that the Agenda be Adopted as Amended with changes: deletion of item 6.5.3 under Councillor, Killoran – Personal Statement, seconded by Lilliane Carmichael. Motion carried.**

Statement of Conflict of Interest: Nil

Minutes:

**M 2017/09/21-163**

**Tracy Culligan moved that the Minutes of Regular Meeting of August 21, 2017 be adopted as presented, seconded by Lilliane Carmichael. Motion carried.**

Business Arising: Nil

Presentations / Petitions/ Delegations: Nil

Council Statements

Mayor, Noel

Mayor Noel declared October 1-7, 2017 as Wellness Week in Belledune.

Deputy Mayor, Arseneault

Flag Poles - Memorial Park (Jacquet River Dr.)

**M 2017/09/21-164**

**Paul Arseneault moved that one, or two additional flagpoles, depending on the availability of space, be erected at the memorial situated on Jacques River Drive for the purpose of flying the Red Ensign and United Nations flag respectively, with the Red Ensign taking precedent, seconded by Lilliane Carmichael.**

**Paul Arseneault moved that motion M 2017/09/21-164 be removed from the table, seconded by Lilliane Carmichael. Motion carried.**

**M 2017/09/21-164 (2)**

**Paul Arseneault moved that Council by motion may deviate from the Flag Policy # FP-02-2013 when they deem it culturally or historically significant, seconded by Lilliane Carmichael. Motion carried.**

Directive: Administration is to make arrangements to purchase the Red Ensign Flag, and replace the Belledune Flag with the Red Ensign Flag at the Belledune Memorial Park (Jacquet River Dr. / Main Street intersection).

Village of Belledune Purchasing Policy 02-2012 - Amendments Process

**M 2017/09/21-165**

**Paul Arseneault moved that the process to amend the Village of Belledune Purchasing Policy no: 02/2012 (Amendment A1-2013) be initiated with the following changes to be included. "Consultants are chosen on an as needed basis by the Department that will be utilizing their service, and/or the CAO, and/or the Village Council, and are not subject to competitive bidding. Village wide services (janitorial services etc.) are bid by the Purchasing division, and/or the CAO and are subject to competitive bidding. In addition, under the Scale For Purchase section the following changes will be made. For the amount of purchase \$2001-\$10,000, the "Who Purchases section shall read Purchasing Agent, Clerk Treasurer, Finance, and/or the CAO, and/or Village Council. Under the section Amount of Purchase \$10,001-\$25,000 (Goods) the Who Purchases section will read Purchasing and/or Clerk Treasurer, and/or the CAO, and/or the Village Council. Under the Amount of Purchase section \$10,001-\$50,000 (Services) the Who Purchases section will read Clerk Treasurer, and/or the CAO, and/or the Village Council. In addition, Local will now be defined as within 50 kilometres of the Village of Belledune, seconded by Sandenn Killoran.**

**Nick Duivenvoorden moved that in light of the discussion and information presented, motion M 2017/09/21-165 be tabled until the November Regular Meeting, seconded by Tracy Culligan. Motion carried.**

Directive: CAO Lee will work on development of policy following his training sessions and in consultation with Council at a working meeting.

Councillor, Carmichael

Employees Acknowledgement

Thank you to the Seasonal, Casual, Student and Permanent Employees for the good work they do.

Councillor, Duivenvoorden

Explanation on State of Village Finances

An overview of the 2017 taxation and expenditures was presented showing the taxation revenue raised by the industrial sector (central)- \$3,838,801 in comparison to the residential/other sector (fringe) – \$642,651- showing services are highly covered by the industrial sector and the Belledune central tax rate of .9713 is not nearly reflective of the cost of services they received.

Pub Night

Confirmation of September 29, 2017 as date of event, with Undercover the providing music.

Sound System - Recreation Centre

Noted that the Recreation Centre does not have a sound system and Council should give consideration to investing into a system which is often required for events.

Councillor, Killoran noted internet access for the Recreation Centre Ballroom should be looked at as well.

- Councillor, Killoran

Update & Revision - Belledune Human Resource Policies, Hiring

**M 2017/09/18-175**

**Sandenn Killoran moved that hiring discretion for all positions that do not carry with them legislated responsibilities (according to the Municipalities Act) or an annual salary exceeding \$80,000.00 per annum will be made at the discretion of the CAO or via committee selected by the CAO, seconded by Paul Arseneault.**

Council discussion revolved around the salary range of \$80,000 and the hiring by single person versus committee.

**Sandenn Killoran moved that motion M 2017/09/18-175 be amended to change the \$80,000 to \$65,000, seconded by Nick Duivenvoorden. Motion carried. (3 yeas – Councillors, Arseneault, Duivenvoorden & Killoran) (2 nays – Councillor’s Carmichael & Culligan)**

**Sandenn Killoran moved that hiring discretion for all positions that do not carry with them legislated responsibilities (according to the Municipalities Act) or an annual salary exceeding \$65,000.00 per annum will be made at the discretion of the CAO or via committee selected by the CAO, seconded by Paul Arseneault. (3 yeas – Councillors, Arseneault, Duivenvoorden & Killoran) (2 nays – Councillor’s Carmichael & Culligan)**

Village of Belledune - Existing Appointed Representative's Review

A list of municipal appointed representatives with information on appointment date, termination date, etc. will be brought forward to the Committee of Whole meeting October 10, 2017 for council review and discussion.

Administration Reports

CAO, Lee

Super Village Trail Blazers Agreement - Conditional Funding Agreement

**M 2017/09/21-166**

**Nick Duivenvoorden that the Council of Belledune accept and endorse the Conditional Funding Agreement (\$20,000 annually for seven(7) years) between the Village of Belledune and the Super Village Trail Blazers Inc. and the Mayor and Clerk be authorize to sign all relevant documents, seconded by Paul Arseneault. Motion carried.**

Directive: Date for Five Year Capital Plan submission is to be established by CAO in consultation with Super Village Trail Blazers Inc. representatives.

Street Brush Cutting Tender – Update

The scope of work is budgeted and there is not a lot more to be done to prepare the tender. Streets identified and if more are identified they can be incorporated into the tender. Councillor, Carmichael was given confirmation Quinn Road is on the list and Councillor, Duivenvoorden was advised 4.2 km is the distance to be completed on Quinn Rd.

Settlement Agreement - R. Murphy & Sons Trucking Inc.

**M 2017/09/21-167**

**Tracy Culligan moved that the settlement between R. Murphy & Sons Trucking Inc. and the Village of Belledune discussed and agreed upon at the Closed Meeting of Belledune Council on September 11 2017 be accepted as directed and the Mayor and Clerk be authorized to sign all relevant documents, seconded by Lillaine Carmichael. Motion carried. (4 years – Councillor’s Arseneault, Carmichael, Culligan & Duivenvoorden) (1 nay - Councillor Killoran).**

Arena Well Drilling - Award

**M 2017/09/21-168**

**Paul Arseneault moved that as per recommendation of CAO, Lee the Arena Well drilling be awarded to the lowest bid, Berube Drilling Ltd., for the amount of \$3,047.00 plus \$457.00 HST (Total \$3,504.00) and \$24 dollars per foot for each foot after 100 feet, seconded by Tracy Culligan. Motion carried.**

Route #11- Electro Braid Fence Repairs - Update

DTI has agreed to reimburse repairs to a set amount. One invoice has been received so far.

Mayor Noel noted materials were ordered by him but there was an issue with shipping when astray, but they should be received by this week.

Clerk Treasurer, Cormier

General Operating & Utility Operating Financial Reports

**M 2017/09/21-169**

**Nick Duivenvoorden moved that the Financial Reports be accepted and the Accounts Payable be paid, seconded by Lilliane Carmichael. Motion carried.**

2017 Belledune Days - Preliminary Financial Report

Line by line report submitted showing total Revenues \$35,877.00 (with sources) – Expenses \$34,383.33 (with recipients) and the possibility of some invoices still not being received yet.

By-laws and Policies:

- By-law #17-11-2017, A By-law to Amend the Rural Plan of the Village of Belledune being By-law #17-01-08 "Zoning Change PID's #50077254 & 50174317 - trucking business"

Third Reading and Final Reading and Adoption

**M 2017/09/21-170**

**Nick Duivenvoorden moved that By-law #17-11-2017, A By-law to Amend the Rural Plan of the Village of Belledune, being By-law # 17-01-2008 - "Zoning Change of PID's #50077254 & #50174317 - trucking business" be read a third and final time and adopted, Sandenn Killoran. Motion carried.**

Motions & Resolutions:

Municipal Advisory Corp. (MAC) - Education Day

**M 2017/09/21-171**

**Lillaine Carmichael moved that Mayor Noel and Councillor Culligan attend with Administration the Municipal Advisory Corporation (MAC) Education Day in Fredericton on Oct. 11, 2017, and per diem be approved, seconded by Paul Arseneault. Motion carried.**

Amendment to Motion - M 2017/08/21-146 - Senior's Complex Swing Purchase

**M 2017/09/21-172**

**Nick Duivenvoorden moved that motion M 2017/08/21-146 be amended to change the name CFMC Woodworking to Edward Kasper, seconded by Lilliane Carmichael. Motion carried.**

Correspondence: In

- Petition for Wireless Internet (Mitchell Road – south of overpass Highway #11)
- CRSC, Planning - Renewal of Representation  
Directive: Carry forward to Committee of Whole meeting where all municipal appointed representatives will be reviewed.
- CRSC, Planning - Recommendation to Amendment to the Rural Plan - PID 50077254 & 50174317 – trucking business
- CRSC, Planning – Recommendation to Amendment to the Rural Plan - Concerning Agricultural Uses

Directive: Advise CRSC Planning to amend the By-law to incorporate the recommendation of the Planning Advisory Committee for the third reading of the By-law.

Becoming a Breastfeeding Friendly Community

**M 2017/09/18-176**

**Tracy Culligan moved that Belledune adopt the Breastfeeding Policy as presented, seconded by Sandenn Killoran. Motion carried.**

Save our Trains in Northern NB

Directive: Get additional information and bring forward to the October Regular meeting

NACC - Airport Privatization

Directive: Get copies of the Resolution and Letter templates and bring forward to the October Regular Meeting.

Donations & Advertisements:

Request – Paul Devereau – Paul’s Lookout, Jacquet River Gorge

Directive: CAO, Lee to draft a letter of support from Council for the group in their application for funding at the provincial and federal levels.

**M 2017/09/21-177**

**Sandenn Killoran moved that Belledune donate \$1,400 to the Jacquet River School for the purpose of purchasing the Flexi Felt Slip on Cover for chair to be used on the newly re-fitted gymnasium floor, seconded by Paul Arseneault. Motion carried.**

**M 2017/09/18-173**

**Sandenn Killoran moved that the Belledune place Fire Prevention Week ads in the Campbellton and Bathurst Region newspapers for the cost of \$540, conditional on the ads permitting a photo of the Firefighters within the ad, seconded by Tracy Culligan. Motion carried.**

Correspondence: In Continued

Restigouche SPCA Reports - August 2017

Library Monthly Report – August 2017

SCT - Industrial Track Inspection Report - August 2017

GNB News Release, Respectful Workplace Week

Restigouche Crime Stoppers Report - September 2017

2017 Asset Management Awareness & Training Workshops

MACR - Integration of Immigrants into the labour market - October 5, 2017

2017 Health & Safety Conference - October 4-6, 2017 in Saint John

**M 2017/09/18-178**

**Tracy Culligan moved that Nicole Carrier and Cameron MacLellan attend the WorkSafe NB Health and Safety Conference in Saint John from October 4-6, 2017, seconded by Lilliane Carmichael. Motion carried.**

Correspondence: Out

Ms. Sally Frees - International Student Program

Adjournment:

**M 2017/09/18-174**

Meeting adjourned at 8:39 P.M. on a motion by Paul Arseneault and seconded by Lilliane Carmichael. Motion carried.

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Clerk/Treasurer

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Mayor