

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.com
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 Center:
506-522-3709
- Information on Rental of Rec. Center:
Contact Darrell Culligan
- Restigouche SPCA: 506-684-4396 or
506-686-0195 for emergencies



Family Day

February 19th, 2024

BELLEDUNE COUNCIL MEETINGS

Committee of Whole Meeting: February 05, 2024 at 7:00 pm

Regular Meeting of Council: February 20, 2024 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. The Municipal Office will be closed on February 19th, 2024 for Family Day.

MUNICIPAL SECTION

Please have submissions in by the 21st of February for the March 2024 Newsletter. Due to limited space, some information will be edited for length. Please call 506-522-3715 or email info@belledune.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 FEBRUARY 2024

Monday and Wednesday Garbage Collection Areas	Thursday and Friday Garbage Collection Areas
February 13th	February 06th
February 27th	February 20th

VETERAN'S MEMORIAL CENTRE ARENA

For any rentals or inquiries please visit our website www.belledune.com and look under the Health and Wellness section for the Arena schedule and availability.

Public Skate: Fridays from 5:30 pm - 6:30 pm and Sundays from 6:00 pm to 7:00 pm

Senior Skate: Sundays from 5:00 pm - 6:00 pm

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

BELLEDDUNE 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

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 lines, etc. should be directed to:

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

BELLEDDUNE 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.

MUNICIPAL SECTION

THE YOUTH FOCUS PROGRAM

Meetings are now the first and third
of each month.

12 - 17 years of age
Wednesday February 7th and 21st
from 6:30 pm - 7:30 pm
Belledune Recreation Center

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.

YOUTH POWER GYM PROGRAM (2/2).

- Bring ID for proof of age
- Cost: \$10 per month per member
- 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-10am Mon-Fri)



FOODCYCLER™ MUNICIPAL PILOT PROGRAM

The foodcycler is a revolutionary appliance designed to reduce food waste and promote sustainability. This compact and eco-friendly device fits seamlessly into any kitchen, providing an easy way to contribute to a greener planet while creating a positive impact on the environment.



For more information or to have a look at the recyclers please contact:
Darrell Culligan - 506-520-9322 / dculligan@belledune.com

COMMUNITY EVENTS

BELLEDUNE COMMUNITY EVENTS COMMITTEE

The next events committee meeting is on February 12th, 2024 at 7:00 pm at the Belledune Recreation Center.

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.

UPCOMING EVENTS

Feb. 18th - Family Day Pancake Brunch from 11:00 am - 1:00 pm at the Belledune Recreation Centre

EAT FRESH
Deadline to place order for February:
February 07th, 2024

Pickup order date for February:
February 14, 2024

.....
Deadline to place order for March:
March 06th, 2024

Pickup order date for March:
March 13th, 2024

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 Legion will be open 1:00 pm - 7:00 pm (weather permitting) every Friday and Saturday.

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.

CIRCLE OF FRIENDS

For more information please call: Niki
506-237-2561

SENIORS PAINT EVENT

February 16th, 2024 at 1:00 pm - 3:30 pm
Age: 55+
Limit: 22 spots
Location: Belledune Recreation Centre,
Basement
Registration opens February 05th, 2024

Please call Maureen Pascal at (506) 226-1820 to register or leave your name in the comments on the Painting With Maureen Facebook Page under the event.

SUPER VILLAGE TRAILBLAZERS

SAVE THE DATE - The Super Village Trailblazers Inc annual **Steak BBQ** is scheduled for **February 24th, 2024**. Follow us on Facebook for details.

DID YOU KNOW we are also open on Thursday? Our hours are as follows:

Thursday: 12 pm - 8 pm
Friday: 11 am - 10 pm
Saturday: 9 am - 9 pm
Sunday: 9 am - 8 pm

WEEKLY PROGRAMS

Yoga: Tuesdays at 6:00 pm to 7:00 pm \$5.00/session
Zumba: Wednesdays at 6:00 pm to 7:00 pm \$5.00/session
Senior/Adult Fitness: Wednesdays at 1:00 pm to 2:00 pm \$5.00/session

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

For more information: Darrell Culligan at 506-520-9322 or email:
dculligan@belledune.com

COMMUNITY ANNOUNCEMENTS

DOG TAGS

Dog License Tags will be available for purchase from the Municipal Office starting February 01st, 2024.

Price:

\$5.00 for a fixed dog

\$20.00 for an intact male

\$35.00 for an intact female

It's the Law

In New Brunswick, it's mandatory that dog owners have their pets licensed.

Finding a Missing Dog

A license tag helps animal control and shelters quickly identify your dog and get him back to you safely.

License Cost is Less Than the Fine

If you get caught without a license, you will be hit with a hefty fine.

License Fees Support Many Local Animal Shelters

Typically, the annual fee that you pay to license your dog helps to keep shelters running and supports the work of your local animal control.



HAPPY BIRTHDAY

Feb. 02nd - Theresa McDonnell

Feb. 06th - Gina Card

Feb. 09th - Wishing a happy birthday to Mike (Mr. GM) from his bride, kids and grandkids!

Feb. 14th - Happy Birthday Uncle Mike from Everly, Denver and Lacey

Feb. 21st - Lorenzo Grant

Happy belated birthday wishes to Everly Gallen who turned 5 on Jan. 20th, Happy birthday wishes to Lacey Gallen who turns 2 on Feb. 14th, Happy birthday wishes to Denver Gallen who turns 4 on March 20th - From all their Nannies and Grampies XOXO





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
- **Aid for Life - First Aid | CPR | AED Training:** Grace Lawlor
 - 506-544-6376 / aidforlife@rogers.com
- **Amy's Quality Care:** 335 Lorne Rd, Lorne, NB, E8G 1J7
 - 506-507-0221
- **Antiques Plus & Bored Whale Café & Bus Service:** 26 Quinn Rd.
 - 506-237-2227 / antiquesplus.ca
- **A Touch of Relief Massage Clinic:** Leanna - 148 Main St.
 - 506-522-2384
- **Barry Noel's Camping:**
 - 506-252-8355 / barrynoelcamping@gmail.com
- **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
- **Chaleur Bay Travel:** Janice Jones, Travel Specialist - 2512 Main St.
 - 888-722-0958 / janice@chaleurbaytravel.com
- **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
- **Eugene Lapointe Construction:** Eugene
 - 506-522-8759 / genelapointe@yahoo.ca
- **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



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

- **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
- **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
- **North Shore Guide Services:** Lisa Godin - 36 Laviolette Rd. West
 - 902-209-5250
- **Painting with Maureen:**
 - 506-226-1820 / maureenpascal@hotmail.com
- **Parkview Superette Convenience & Take-out:** 3711 Main St.
 - 506-237-2299



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

- **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.
 - 506-962-3352 / michelle.burton@rbc.com
- **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
- **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.
 - 506-237-9083
- **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

FEBRUARY - 2024 EVENT CALENDAR!

SUN	MON	TUE	WED	THU	FRI	SAT
28 Pickleball 4pm	29 Pickleball 10am-12pm Youth Power Gym 6-7pm	30 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Yoga 6pm	31 Pickleball 10am-12pm Fitness 1pm Zumba 6pm Youth Focus Group 6:30pm	01 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Youth Power Gym 6-7pm	02 Pickleball 10am-12pm Youth BB 6pm-9pm	03
04 Pickleball 4pm	05 Pickleball 10am-12pm Youth Power Gym 6-7pm	06 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Yoga 6pm	07 Pickleball 10am-12pm Fitness 1pm Zumba 6pm Youth Focus Group 6:30pm	08 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Youth Power Gym 6-7pm	09 Pickleball 10am-12pm Youth BB 6pm-9pm	10
11 Pickleball 4pm	12 Pickleball 10am-12pm Youth Power Gym 6-7pm	13 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Yoga 6pm	14 Pickleball 10am-12pm Fitness 1pm Eat Fresh pick-up 3pm-6pm Zumba 6pm	15 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Youth Power Gym 6-7pm	16 Pickleball 10am-12pm Youth BB 6pm-9pm	17
18 Family Pancake Brunch with Don Bernard 11am-1pm Pickleball 4pm	19 Holiday-closed	20 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Yoga 6pm	21 Pickleball 10am-12pm Fitness 1pm Zumba 6pm Youth Focus Group 6:30pm	22 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Youth Power Gym 6-7pm	23 Pickleball 10am-12pm Youth BB 6pm-9pm	24
25 Pickleball 4pm	26 Pickleball 10am-12pm Youth Power Gym 6-7pm	27 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Yoga 6pm	28 Pickleball 10am-12pm Fitness 1pm Zumba 6pm	29 Dusty Sneakers 9am-9:45am Pickleball 10am-12pm Youth Power Gym 6-7pm	01 Pickleball 10am-12pm Youth BB 6pm-9pm	02

2471 Main St., Belledune

OFFICE SPACE FOR RENT



Spacious



Modern



Convenient

\$1000 + HST/MONTH

Office Features

Prime Location

Reception Area

Kitchen

4 Offices

Private Server Room

Furniture Included



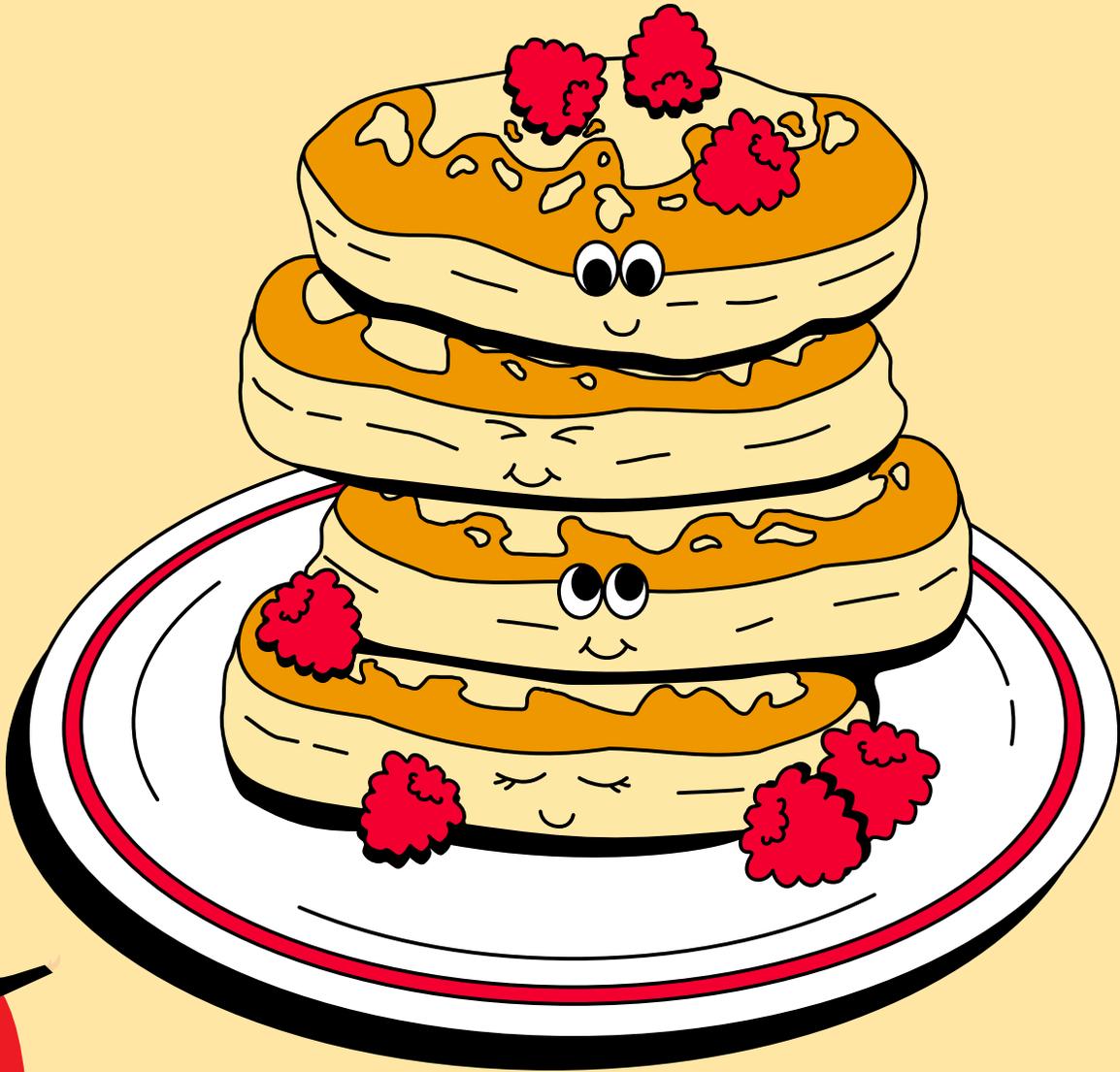
Please contact the Village of Belledune Municipal Office for more information at 506-522-3700



FAMILY DAY PANCAKE BRUNCH

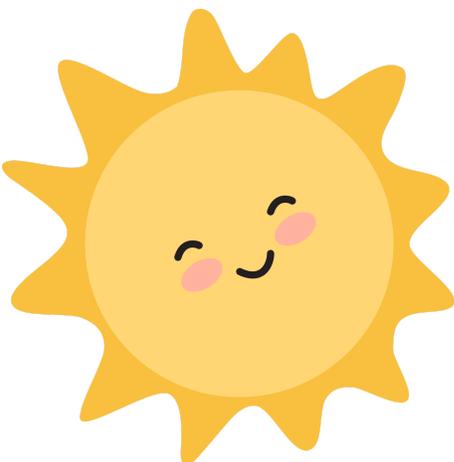
When: February 18th, 2024 from 11:00 am – 1:00 pm

Location: Belledune Recreation Centre



Entertainment provided by Magician Don Bernard

Hosted by the Belledune Events Committee



FOODCYCLER

MUNICIPAL SOLUTIONS

**Starve the landfill,
feed the earth**



Your eco-friendly solution to food waste! Exclusive subsidized pricing for Belledune Residents!

FC-30 \$500.00 value for \$150.00 + tax
ECO-5 \$800.00 value for \$300.00 + tax

For more information, please contact Darrell Culligan at 506-520-9322/506-522-3714 or dculligan@belledune.com or Brittany Ramnauth at 506-522-3715 or at info@belledune.com



Zoomer on the Go Leaders. If someone would be interested, please let us know!

Steps to Certification

These are the steps to become a Zoomers peer leader:

1. Express your intention to become a leader to the UNB CELLAB by phone or email
2. Participate in a Zoomers class in person or online
3. Review the Zoomers on the Go material prior to practical training
4. Attend the 2-day Zoomers on the Go leadership course training with 100% attendance
5. Be evaluated by FNB
6. Complete yearly CPR Level A certificate (payment covered for you)
7. Teach or co-teach a minimum of 12 weeks every two years

Annual Requirements to Maintain Certification

1. Renew certification
2. Payment of FNB membership fee*
3. Payment of Liability Insurance fee*
4. CPR Level A or higher (recertification required annually) *
5. 4 Continuing Education Credits (CECs)**
6. One year post certification Standards of practice assessment review*** or as required

*You will be required to teach or co-teach at least one 12-week Zoomers on the Go session every 2 years.

By following this and the 6 requirements, all the costs related to your certification will be covered.

****Continuing Education Credits (CECs):**

- 4 hours of pre-approved by FNB CECs related to seniors' health and fitness are required to keep you up to date with current exercise information and to maintain your leadership knowledge/skills yearly. These hours can be in the form of, but not exclusive to, education sessions, quiz articles, and/or viewing a pre-approved online video presentation.
- The Zoomers on the Go classes follow a very similar format each week, therefore, continuing education for the leader is important as it helps to keep people in your class engaged and ensures the leader uses current and reputable information.

*****Standards of Practice Assessment Review**

- To ensure high quality leadership, you will be required to complete a one year review following the initial certification. This will be completed by an FNB approved evaluator on-site, by a face-to-face evaluation, by video chat, or through a submitted recording.
- Appointments are booked through the FNB office a minimum of two weeks prior to the review.
- Each leader will also receive a renewal notice from FNB each year outlining all the requirements for recertification.

Merci / Thank you / Wela'lin / Woliwon

Jill Doucet

Agente de développement communautaire – Centre de santé communautaire St-Joseph (CSCSJ) – Zone 5
Community Development Officer – St-Joseph Community Health Centre (SJCHC) – Zone 5

Réseau de santé Vitalité Health Network

Centre de santé communautaire St-Joseph

280 rue Victoria

Dalhousie, NB E8C 2R6

Tél./Tel.: 506-684-7192 • Téléc./Fax: 506-684-4751

jill.doucet@vitalitenb.ca • www.VitaliteNB.ca



Community Volunteer Income Tax Program Taxpayer Authorization

Tax year 20

Keep this form for your records. Do not send a copy to the Canada Revenue Agency (CRA).

- Complete **Section I** to allow a Community Volunteer Income Tax Program (CVITP) volunteer to prepare your income tax and benefit return.
- Complete **Section II** if you would like your return to be electronically filed. The CVITP volunteer must complete parts **E** and **F**.
- Keep all records used to prepare your return for a period of six years, and provide this information to the CRA on request.
- The CRA is responsible for ensuring the confidentiality of your electronically filed tax information **only** after the CRA has accepted it.

Section I – Authorization

Part A – Identification

Last name		First name		Social insurance number (only enter last 3 digits)	
				x x x x x x x	
Mailing address: Apt. No. – Street No. Street name			Telephone number (home)	Telephone number (work)	
P.O. Box	R.R.	City		Prov./Terr.	Postal code

Part B – Disclaimer

I am fully aware that my income tax and benefit return is being prepared by a volunteer under the Community Volunteer Income Tax Program and that this volunteer is not acting as an agent of the Canada Revenue Agency.

Signature (individual identified in Part A)

Date

Signed at (place and name of organization)

Section II – Electronic filing (EFILE)

Part C – Declaration

Enter the following amounts from your income tax return:

Total income (line 15000)	_____	
Taxable income (line 26000)	_____	Refund (line 48400) _____
Total federal non-refundable tax credits (line 35000)	_____	or Balance owing (line 48500) _____

Part D – Declaration and authorization

I declare that the information entered in Part A and the amounts shown in Part C above are correct and complete, and fully discloses my income from all sources. I also declare that I have read the information above, and the electronic filer identified in Part E is electronically filing my income tax and benefit return.

Signature (individual identified in Part A)

Date

CVITP volunteer must complete parts E and F

Part E – Electronic filer identification

By signing Part D above, the individual in Part A declares that the following person or organization is electronically filing his or her income tax return. Part D must be signed before the return is electronically transmitted.

Name of person or organization: _____

Electronic filer number: _____

Part F – Document control number

Document control number for the electronic record of the individual's return:

We're here to help!

If you need more information on your tax refund or your tax return, or if you have a service complaint, go to canada.ca/cra-contact or call 1-800-959-8281.

Personal information is described in Personal Information Bank CRA PPU 100. Under the Privacy Act, individuals have a right to have their personal information protected. They also have the right to access, correct or notate this information and to file a complaint with the Privacy Commissioner of Canada regarding our handling of their information.

Free Community Volunteer Income Tax Program

Drop Off – Pick Up Only at 2471 Main St., Belledune

The 2023 income tax submission deadline filing date is **April 30, 2024**.

We Will be providing drop-off services starting **March 04, 2024**.

In order to be eligible for the Community Volunteer Income Tax Program, individuals must have a modest income and a simple tax situation.

This may include:

- Adults 65 years and older
- Housing-insecure individuals
- Indigenous peoples
- Modest-income individuals
- Newcomers
- Persons with disabilities
- Students and youth

Modest Income

The following table provides a guideline to determine what is considered a modest income. In general, a modest income means the total family income is less than or equal to the amount shown in the chart below, based on the size of the family.

Suggested income levels (family size includes an individual, or a couple, and their dependants)

Family Size	Total Family Income
1 person	\$35,000
2 people	\$45,000
3 people	\$47,500
4 people	\$50,000
5 people	\$52,000
More than 5 people	\$52,500, plus \$2,500 for each additional person

Simple Tax Situation

In general, a tax situation is simple if an individual has no income or if their income comes from these sources:

- Employment
- Pension
- Benefits, such as the Canada Pension Plan, Old Age Security, disability insurance, employment insurance, and social assistance
- Registered Retirement Savings Plans (RRSPs)
- Scholarships, fellowships, bursaries or grants
- Interest (under \$1,000)

Volunteers are not expected to answer complex tax questions. If a taxpayer needs information that is beyond the volunteer's expertise, they should go to **Canada.ca/taxes** or call **1-800-959-8281**.

Drop Off – Pick Up Process

1. Call the Municipal Office, Monday to Friday between 9:00 am – noon and 1:00 – 3:00 pm, at 506-522-3715 to schedule a time for drop off of your information and documents.
2. Fill in the forms attached to this flyer – if necessary, make copies if there is more than one individual in your household that needs income tax filed.
3. Make sure to sign documents where indicated.
4. Review the document provided “Required Documents” to make sure you provide all the documents we will need to file your income tax correctly.
5. Put all forms and your information slips into an envelope and put your name on the envelope.
6. Bring the envelope to the Municipal Office located at 2471 Main St., Belledune and drop it off at reception.
7. Once your income tax is complete, we will call you and arrange for you to pick up your filed return. Please make sure you provide a telephone number to be contacted

Required Documents

1. Proof of Identity	
<p>Proof of identity should:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Be valid <input type="checkbox"/> Be government issued <input type="checkbox"/> Include a photo 	<p>Examples:</p> <ul style="list-style-type: none"> • Provincial or territorial (or equivalent abroad) driver’s license or photo identification • Health card • Canadian or foreign passport (international students should bring a passport) • Certificate of Indian status • Military or other government employee identification
2. Personal Information	
<ul style="list-style-type: none"> <input type="checkbox"/> Social insurance number (SIN) or individual tax number (ITN) <input type="checkbox"/> Current mailing address <input type="checkbox"/> Marital status <input type="checkbox"/> Children’s/dependant’s date of birth (if this applies) <input type="checkbox"/> Children’s/dependant’s net income (if this applies) <input type="checkbox"/> Income tax return for the previous year, including notice of assessment (NOA) from CRA <input type="checkbox"/> Notice of determination from CRA for eligibility for the Disability tax credit 	<ul style="list-style-type: none"> <input type="checkbox"/> Common-law partner or spouse information if they are not present and are filing separately:* <li style="padding-left: 20px;"><input type="checkbox"/> Social insurance number (SIN) <li style="padding-left: 20px;"><input type="checkbox"/> Net income <input type="checkbox"/> For newcomers: <li style="padding-left: 20px;"><input type="checkbox"/> Date of arrival to Canada <li style="padding-left: 20px;"><input type="checkbox"/> Amount of foreign-sourced income earned in the tax year before arriving in Canada <p><small>*Each spouse must be present when completing their return. If an individual is absent, the person representing them must provide proof of Power of Attorney.</small></p>
3. Receipts for Expenses Incurred During the Tax Year(s) Being Filed	
<ul style="list-style-type: none"> <input type="checkbox"/> Rental receipts and information about the landlord and rental unit <input type="checkbox"/> Property tax receipts <input type="checkbox"/> Donation receipts <input type="checkbox"/> Medical expense receipts if claiming medical expenses 	<ul style="list-style-type: none"> <input type="checkbox"/> Tuition receipts (T2202A) <input type="checkbox"/> Child care receipts <input type="checkbox"/> RRSP receipts <input type="checkbox"/> Bus pass receipts (seniors only)

4. Tax Information Slips

T4 Tax Slips:

- T4, Statement of Remuneration Paid
- T4A, Statement of Pension, Retirement, Annuity, and Other Income
- T4A (OAS), Statement of Old Age Security
- T4A (P), Statement of Canada Pension Plan Benefits
- T4E, Statement of Employment Insurance and Other Benefits
- T4RIF, Statement of income from a Registered Retirement Income Fund
- T4RSP, Statement of RRSP Income

T5 Tax Slips:

- T5, Statement of Investment Income – slip information for individuals
- T5007, Statement of Benefits

Other Tax Slips:

- T3, Statement of Trust Income Allocations and Designations – slip information for individuals
- T2202, Tuition Enrolment Certificate
- RC62, Universal Child Care Benefit statement
- RC210, Working Income Tax Benefit Advance Payments Statement
- RRSP contribution receipt – slip information for individuals
- PRPP – contribution receipt – slip information for individuals

CVITP 2023-2024 Client Information Sheet

Name: _____ Social Insurance Number: _____

Telephone number: _____ Date of Birth (dd-mm-yyyy): _____

Most recent address on file with Canada Revenue Agency:

Street/Apt. #	Street Name	City	Province	Postal Code
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Marital Status

Married Living common-law Widowed Divorced Separated Single

Did your marital status change in 2023?

No
 Yes, Date of Change: _____

Spousal/Common-Law Partner Information

Name: _____ Social Insurance Number: _____

Date of Birth (dd-mm-yyyy): _____

Net Income (only required if filing separately, not recommended): _____

****Note:** In certain situations, your spouse's or common-law partner's net income must be stated even if your marital status has changed. If you separated during the tax year and are unable to get this information, it may affect some claims. Please use your best estimate of your ex-spouse's net income.

- Is this the first year that you are filing a Canadian tax return? Yes No
- Did you own foreign property of over \$100,000 (Canadian)? Yes No
- Did you sell a principal residence in 2023? Yes No
 - If yes, please see attached section: **Sale of Principal Residence**
- Do you have Canadian Citizenship? Yes No
 - If yes, do you authorize CRA to give your name, address, date of birth, and citizenship to Elections Canada to update the National Register of Elections? Yes No

Newcomers

- Did you immigrate to Canada in 2023? Yes No
 - If yes, please respond to the following questions:
 - What is your date of entry? (dd-mm-yyyy): _____
 - Did you earn any Canadian sourced income while you were not a resident of Canada?
 Yes No Income: _____

- What is your foreign sourced income earned for the portion of the year where you were not a resident of Canada? Country: _____ Income (include the currency): _____

Indigenous

- Are you a status Indian with right to exempt income? Yes No

Dependant Information:

First and Last Name	Date of Birth	Relationship to you*	Net Income (if applicable)

* Son, daughter, brother, sister, niece, nephew, aunt, uncle, father, mother, grandmother, grandfather, great grandmother, great grandfather, grandson, granddaughter, son-in-law, or daughter-in-law.

Deductions:

Medical:	
Child care:	
Donations	

Other information:

Sale of Principal Residence

Capital gain taxes do not apply if the home you sold was your primary residence for the entire time you owned it. If the home that you sold was not your principal residence, you may have to report all or part of the capital gain and there you are not eligible for CVITP this year.

If you sold a house in 2023, please provide the following information:

- Was this your principal residence for the entire time you owned the property? Yes No
- Date you purchased the property: Day: _____ Month: _____ Year: _____
- Purchase price of your property: \$ _____
- Date you sold the property: Day: _____ Month: _____ Year: _____
- Selling price of your property: \$ _____

If you have a spouse or common-law partner, who will claim the proceeds of the sale on their income tax return?

- One of you claims the entire proceeds: _____
(name of person making the claim)

• Or you will each claim a share of the proceeds: _____
(names of both partners)

• Civic address of the primary residence you sold (required):

• Were you a non-resident during any of the time you owned the property? Yes No

○ If the answer to this question is “yes”, please provide dates for the time you were a non-resident:

Valentine's Day



CANDY

HOLIDAY

BE MINE

RED

LOVE

PINK

HEART

SWEETS

FOURTEENTH

FRIENDSHIP

CHOCOLATE

GREETING

ENVELOPE

BOUQUET

FEBRUARY

GIFT

BALLOONS

VALENTINE

FLOWERS

CARDS

