

**Village of Belledune  
Regular Monthly Meeting  
June 20, 2016**

**Time:** 7:05 P.M.  
**Place:** Belledune Municipal Chambers  
**Present:** Mayor, Joe Noel  
Councillor, Paul Arseneault  
Councillor, Lilliane Carmichael  
Councillor, Tracy Culligan  
Councillor, Nick Duivenvoorden  
Councillor, Sandenn Killoran  
CAO, David Hughes  
Clerk/Treasurer, Brenda Cormier

Mayor, Joe Noel called the meeting to order.

Mayor, Noel requested a moment of silence in memory of John Doucette of Belledune and Arsene Hickey of Lorne and Mayor of Miramichi, Gerry Cormier.

Mayor Noel recited a Serenity reflection.

Council reaffirmed their Oath of Office.

Agenda:

**M 2016/06/20-103**

**Sandenn Killoran moved that the agenda as Amended - under Councillor, Culligan deletion of item - Senior's Committee, be adopted, seconded by Tracy Culligan. Motion carried.**

Statements of Conflict of Interest: Nil

Adoption of Minutes:

**M 2016/06/20-104**

**Tracy Culligan moved that the Minutes of the both Regular Meetings of May 24, 2016, be adopted as presented, seconded by Lilliane Carmichael. Motion carried.**

Business Arising from Minutes: Nil

Presentations/ Petitions / Delegations: Nil

Statements by Members of Council:

Mayor, Noel commented that it has been a busy month, starting the new Student Subsidy Program, Orientation in Fredericton for two (2) days, received some complaints and a lot of compliments as well. You the public will keep us on our toes. The community has the right to

ask questions and get answers. It may not always be the answer you want but it will be an answer.

#### Election of Deputy Mayor

##### Councillor's Expression of Interest

- Councillor, Carmichael, Councillor, Arseneault, Councillor, Culligan

Each Councillor gave a brief presentation as to why they are interested in the position of Deputy Mayor and what attributes they can bring to the position.

Open Vote for Nomination of Councillor for Deputy Mayor

**Sandenn Killoran nominated Paul Arseneault for position of Deputy Mayor, seconded by Nick Duivenvoorden.**

Mayor, Noel called for Nomination three times. No other Nominations.

#### M 2016/06/20-105

**Sandenn Killoran moved that Councillor, Paul Arseneault be appointed as Deputy Mayor in accordance with section C. 2, subsection 2 of the Village of Belledune By-law Regulating the Proceeding of Council, seconded by Nick Duivenvoorden. Motion carried. (3 yeas - Councillor's Killoran, Duivenvoorden & Arseneault) (2 nays – Councillor's Carmichael & Culligan)**

#### Summer Student Subsidy Program

Mayor, Noel explained the concept and process for the program for employment of students for the summer. The objective being to have Belledune students employed with the objective of giving both the employee and the employer a meaningful and valuable experience. The program required quick implementation and Council did a lot of work, with Councillor, Killoran doing most of the document preparation.

There will be some adjustment to be made, but this can be done prior to next year's start up, which may see earlier start up for University students.

#### M 2016/06/20-106

**Nick Duivenvoorden moved that the Council of Belledune approve and adopt the 2016 Summer Student Subsidy Program as presented, seconded by Sandenn Killoran. Motion carried.**

#### Chaleur Regional Services Commission- Appoint Representative, Regional Recreation Committee

Council asked various questions regarding the Committee and the appointment of representative, Council member versus community citizen.

#### M 2016/06/20-107

**Paul Arseneault moved that a flyer be sent requesting interest for a community representative for the Chaleur Regional Services Commission - Regional Recreation**

**Committee, seconded by Sandenn Killoran. Motion defeated. (2 yeas – Councillor’s Arseneault & Killoran) (3 nays – Councillor’s Carmichael, Culligan & Duivenvoorden)**

**Nick Duivenvoorden moved that Sandenn Killoran be appointed as Belledune representative on the Chaleur Regional Services Commission – Regional Recreation Committee, seconded by Tracy Culligan. Motion carried.**

Councillor, Arseneault

- Support for Jacquet River Gorge, Portable toilet and gravel – Handled under CAO Report #CAO-16-23

Councillor, Arseneault before discussion support for the Jacquet River Gorge, wish to acknowledge CAO, Hughes and Councillor, Killoran for the good job putting together the document for the Student Employment Subsidy Program.

He discussed his attendance at the Nature NB Festival in Dalhousie and the good work they do for a small organization with a large scope of work and mandate. There was a full day at the Jacquet River Gorge and part day at the Salmon Barrier at Jacquet River. The Jacquet River Gorge, in his opinion has not received the recognition and support locally that it should have. The next four years, we should do more development there; it has numerous visitors, not only locally and regionally, but from around the world. It is a great tourism opportunity that should be supported financially and promoted better. The support this evening will be the first step.

Councillor, Carmichael

James Furlotte, Noel Road – Water problem

Councillor, Carmichael noted she has been contacted regarding a water problem on the property and it has been a few years with nothing done. She would like to get some answers for this person. What is the cause and what can be done?

She discussed work that needs to be done at the Culligan wharf and Wharf Rd. Steps need to be taken to get the work done and visit regularly to see that it is done.

She discussed the events she attended, Cadets, Nature NB Festival and the Multicultural Festival in Bathurst. She attended the meeting of Council including the information session for ATV Trails, Student Employment Program – with Businesses, Orientation in Fredericton and meeting with Public Safety with Mayor and Clerk/Treasurer regarding policing.

Councillor, Culligan reported on the meetings attended including participation in student interviews, meeting for ATV Trails, Student Employment Program – with Businesses, Orientation in Fredericton, UMN – Zone 7 for election of Board members. As well she worked on editing the Newsletter. A copy of her report is on file.

- Culligan Wharf

Councillor, Culligan visited the area and noted work to be done, garbage can, portable toilet, landscaping, mowing, road erosion, broken pipe, brush and vegetation removal, water ponding and additional slips, etc.

Mayor, Noel commented that he sees this as an area that could be developed, walkway for people to go fish. We can do quick fixes this year but we need to have a plan for future and what the costs for development are.

- FCM Conference Report

Councillor, Culligan gave a Power Point presentation from her attendance at FCM Conference in Winnipeg. It is a huge event with numerous sessions going on simultaneously; so not all can be attended by one person. Next year it is in Ottawa which is Canada's 150<sup>th</sup> Anniversary and should really be consider for attendance with more than one member of Council.

- UMNB Zone Meeting was referenced in beginning statement.

Councillor, Duivenvoorden

Councillor, Duivenvoorden noted that he did the oversight for the Roadside Cleanup and it went very well.

- Calendars 2017 – Information

Councillor, Duivenvoorden said he had some discussion with Emmie Flanagan who expressed an interest in working on the 2017 calendar. During the previous municipal election year, the calendar was cancelled because of timing and no committee; he would not like to see this happen this year. Ms. Flanagan advised she lost all her materials but she suggested finding a way to take all the best of the previous pictures from previous calendars and make the 2017 calendar.

Councillor, Culligan said there is a Calendar Committee in place and we should see if they want to participate.

Councillor, Arseneault noted he spoke with Ms. Flanagan as well.

It was by consensus of Council, that Councillor, Arseneault take over the organization of 2017 calendar development, contacting the previous committee members, including Heather Frenette who was the previous Council member overseeing the process.

Councillor, Carmichael offered to be part of Committee.

Clerk/Treasurer, Cormier will provide Councillor Arseneault with some previous year's information.

- Jacquet River Wharf Area – Dilapidated Building

Councillor, Duivenvoorden noted that this area is in a mess. There are buildings there of no value. In discussion with Clerk, Cormier it was advised that there is a regulation and process in place to address Dangerous & Unsightly Premises.

**M 2016/06/20-108**

**Nick Duivenvoorden moved that the Council of Belledune have the Chaleur Regional Services Commission – Planning Dept. evaluate the area of Jacquet River Wharf (Furlotte Rd.) under the Village of Belledune Dangerous & Unsightly By-law and make recommendation to Council for cleanup actions of the area, seconded by Tracy Culligan. Motion carried.**

Councillor, Carmichael and Mayor, Noel commented on the area and what could be done and what the people in that area may want done. Planning was noted as necessary.

Councillor, Killoran inquired about the Harbour regarding ownership and liability. He was advised it was federally owned and there has been discussion and evaluation in the past regarding the prospects of Belledune taking ownership. There are some environmental and access issues that are problems there.

- Priority items for Strategic Plan & earlier implementation

Councillor, Duivenvoorden noted he had nine (9) items he was going to present but at this time will present only eight (8). He spoke to each item giving his concepts and thoughts on each and his wish for this Council to move forward with a strategy and some implementation on each of these subjects. His time line is sooner than later.

- Economic Development – Options on how to address
- Senior's Needs
- Municipal Property, Developed – Jacquet River Dr.
- Houses for Sale in Community – Incentive Program
- Public Procurement – Prioritize Local
- Municipal Building Entrance, Community Image – Electronic Screen
- Electoral Boundaries – Adjustment Election of Municipal Councillors at Large
- Regular Pub Night (Live Music) at Recreation Centre

Councillor, Sandenn Killoran spoke about the meetings attended including Orientation and he talked on the Student Employment Subsidy Program.

#### RFP Training Session

Councillor, Killoran noted he does think Economic Development is an issue and part of that is he feels maybe local business may not have the administrative skills to properly respond to RFP's – not only for the village ones, but others as well. We do not have a Better Business Bureau or other such organization to help. He would like the Village of Belledune to provide a local training course to assist them to compete locally and outside the community and grow their businesses. He inquired with the Greater Bathurst Chamber of Commerce for information on potential instructor and was given the name Rob Robichaud of C & R Care And Consulting Ltd. He received a quote of about \$1,500 for a 1/2 day session, to be held at the Recreation Centre sometime this fall. Course materials and follow up with businesses as well as a review of their next RFP they bid on, would be part of the training.

Councillor, Culligan inquired about fees.

Councillor, Killoran noted the \$1,500 would cover all and he sees this as free to our local businesses but if there are outside businesses there would be a charge.

#### M 2016/06/20-109

**Sandenn Killoran moved that the Council of Belledune approve a \$1,500 budget for the purpose of organizing and hosting a one half day RFP training session for small businesses with Ron Robichaud of Care & Consulting Ltd., seconded by Tracy Culligan. Motion carried.**

Reports: Administration

CAO Hughes

Doyleville Rd., Twin Culverts Tender Award

**M 2016/06/20-110**

Tracy Culligan moved that as per the Report of Roy Consultants' Project Manager, Francis Frenette, the Council of Belledune awards the Doyleville Rd. Twin Culvert Replacement Tender (178-15-S) to the lowest bidder, Kenny's Trucking Ltd., for the amount of \$105,829.02 (H.S.T. included) with the option to negotiate up to \$4,000 (plus HST) for the missed gravel item in the Vendors bid, seconded by Lilliane Carmichael. Motion defeated. (2 yeas – Councillor's Culligan and Carmichael) (3 nays – Councillor's Duivenvoorden, Killoran & Arseneault)

Nick Duivenvoorden moved that as per the Report of Roy Consultants' Project Manager, Francis Frenette, the Council of Belledune awards the Doyleville Rd. Twin Culvert Replacement Tender

(178-15-S) to the lowest bidder, Kenny's Trucking Ltd., for the amount of \$105,829.02 (H.S.T. included), with the understanding that if Kenny's Trucking Ltd., does not enter into the contract the Tender will be awarded to the second lowest bidder. D. Breau & Fils Ltée., or the amount of \$127,807.52 (H.S.T. included) and the Village of Belledune will exercise their right to take the bid bond from Kenny's Trucking Ltd., seconded by Sandenn Killoran. Motion carried. (3 yeas– Councillor's Duivenvoorden, Killoran & Arseneault) (2 nays – Councillor's Culligan and Carmichael)

#3718 Main St Site Preparation Tender Award

**M 2016/06/20-111**

Nick Duivenvoorden moved that as per the Report of Roy Consultants' Project Manager, Francis Frenette, the Council of Belledune awards the Public Parking Lot – Phase 1 Tender (189-16) to the Woodcox Trucking Ltd. for the amount of \$23,851.48 (H.S.T. included), seconded by Paul Arseneault. Motion carried.

Doyleville Road Chip Sealing - #CAO 16-15

**M 2016/06/20-112**

Nick Duivenvoorden moved that as per the recommendation of CAO, Hughes – Report CAO-16-15, Council approves the continuation of chip sealing by Dept. of Infrastructure and Transportation for the Belledune section of Doyleville Road (approximately 1.2 km) for the estimated amount of \$75,000 - \$80,000, conditional upon Engineer's Report determining that no further drainage work is required on Doyleville Road, seconded by Paul Arseneault. Motion carried.

Jacquet River Drive - Change Order Culvert #186 - #CAO 16-16

**M 2016/06/20-113**

Nick Duivenvoorden moved that as per the recommendation of CAO, Hughes – Report CAO-16-16, Council approves the Jacquet River Change Order (CCO-02, storm section civic #186) for the amount of \$27,245 (plus HST), seconded by Tracy Culligan. Motion carried.

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Mayor, Noel noted that this Council will need to look at these type of jobs closer in the future prior to decisions on tender and determine if the scope of work is covering everything Council expectation are, particularly on ditches (piping or not).

Brush Cutting Tender - #CAO 16-17

**M 2016/06/20-114**

**Tracy Culligan moved that as per the recommendation of CAO, Hughes – Report CAO-16-17, Council awards the Brush Cutting Tender to the lowest bidder R. Murphy and Sons Trucking Ltd. for the amount \$28,000 (plus HST), seconded by Sandenn Killoran. Motion carried.**

Mayor, Noel advised Council that he spoke with CAO, Hughes and directed that the work should start on Main Street first and commence about the middle of July, prior to Belledune Days Festival and proceed with side roads afterwards.

Councillor, Arseneault referenced some of the discussion Council had during their first information session in June and how they wish to address procurement, purchasing and tendering moving forward. A policy on how this process is handled consistently is needed soon and what is being done is not structured enough.

Mayor, Noel agreed and noted we need to know exactly where we are coming from; plan where we are going so that the contractors know what is expected.

There was general discussion regarding dividing tenders to even the game for small local contractors to participate.

Grading Tender - # CAO16-18

**M 2016/06/20-115**

**Lilliane Carmichael moved that as per the recommendation of CAO, Hughes – Report CAO-16-18, Council awards the Grading Tender to R. Murphy and Sons Trucking Ltd. for the amount \$4,500 (plus HST), seconded by Tracy Culligan. Motion carried.**

Rec Centre A/C & Heating Tender- Authorization to Proceed – #CAO 16-19

**M 2016/06/20-116**

**Tracy Culligan moved that as per the recommendation of CAO, Hughes – Report CAO-16-19, Council authorizes CAO, Hughes to have Roy Consultants design specs and prepare tender package at the cost of \$5,700 (plus H.S.T.) for the replacement of Recreation & Cultural Centre Heating and A/C units and in accordance with NB Procurement Act and Regulations, Belledune Council authorize the commencement of tender process and publically advertise the Tender on NB Opportunity Network (NBON), seconded by Lilliane Carmichael. Motion carried.**

Councillor, Killoran inquired if Roy Consultants had been instructed to look at green options; environmentally friendly.

#4278 Main St., Water Problem Tender - Authorization to Proceed - # CAO 16-20

M 2016/06/20-117

**Nick Duivenvoorden moved that as per the recommendation of CAO, Hughes – Report CAO-16-20, Council authorizes CAO, Hughes to have Roy Consultants design specs and prepare tender package for drainage problem at #4278 Main St. and proceed with advertisement, seconded by Lilliane Carmichael. Motion carried.**

#149 Curry Dr., Property Erosion Tender - Authorization to Proceed - # CAO 16-21

M 2016/06/20-118

**Tracy Culligan moved that as per the recommendation of CAO, Hughes – Report CAO-16-21, Council authorizes CAO, Hughes to have Roy Consultants design specs and prepare tender package for erosion problem at #149 Curry Dr. and proceed with advertisement, seconded by Lilliane Carmichael. Motion carried.**

CN EcoConnexions Funding Agreement – Memorial Park - #CAO 16-22

M 2016/06/20-119

**Sandenn Killoran moved that as per the recommendation of CAO, Hughes – Report CAO-16-22, the CN EcoConnexions From the Ground Up Agreement 2016 between the Village of Belledune and Tree Canada (TC) be accepted by the Council of Belledune, with the understanding that the expenditures for trees will be \$10,000 with \$5,000 reimbursement and the Mayor and Clerk be authorized to sign all relevant documents, seconded by Nick Duivenvoorden. Motion carried.**

Councillor, Arseneault noted that in discussion with Mr. Donnelly, the neighbour across the street, expressed concern of the big old trees causing some damage to his property if they fall.

M 2016/06/20-120

**Sandenn Killoran moved that CAO, Hughes be authorized to get the cost for Environmental Architect to prepare a draft layout for the planting of trees with the design for the Memorial Park and it be brought back to Council for approval, seconded by Paul Arseneault. Motion carried.**

M 2016/06/20-121

**Lilliane Carmichael moved that Council canvas the community by flyer and in the Newsletter for ideas for naming the Memorial Park and include the participation of the students at the Jacquet River School, seconded by Sandenn Killoran. Motion carried.**

Jacquet River Gorge, Financial Support - #CAO 16-23

M 2016/06/20-122

**Paul Arseneault moved that as per the recommendation of CAO, Hughes – Report CAO-16-23, the Village of Belledune reimburse Paul Devereaux the amount of \$745.80 for the 2015 cost of having a portable toilet at the Jacquet River Gorge lookout area for the months of August, September & October, seconded by Nick Duivenvoorden. Motion carried.**



**M 2016/06/20-123**

Paul Arseneault moved that as per the recommendation of CAO, Hughes – Report CAO-16-23, the Village of Belledune have the portable toilet for the Jacquet River Gorge lookout area added to the municipal account by Smearer's Sales & Services for the months from July 1 to October 31 for the cost of \$800 (plus H.S.T.), seconded by Lilliane Carmichael. Motion carried.

**M 2016/06/20-124**

Sandenn Killoran moved that as per the recommendation of CAO, Hughes – Report CAO-16-23, Belledune Council award the supply and installation of four (4) loads of screen gravel on the driveway for the Jacquet River Gorge lookout area, to lowest bidder Woodcox Trucking Ltd. for the amount of \$248.60 (Plus HST), seconded by Lilliane Carmichael. Motion carried.

Clerk/Treasurer, Cormier

Financial Reports – General Operating Fund and Utility Operating Fund

**M 2016/06/20-125**

Lilliane Carmichael moved that the Financial Reports be accepted as presented and the Accounts Payable be paid, seconded Tracy Culligan. Motion carried.

By-law & Policies:

By-Law # 10-2004 A By-Law Regulating the Proceedings of the Council of the Village of Belledune

- Amendment # 10-2004-7 First and Second Readings

**M 2016/06/20-126**

Tracy Culligan moved that By-law # 10 2004-7 a By-law to amend By-law #10-2004, A By-law Regulating the Proceeding of the Council of the Village of Belledune be read a first time in its entirety and a second time by title, seconded by Lilliane Carmichael. Motion carried.

Motions / Resolutions:

Dept. of Post-Secondary Education, Training & Labour – SEED Contract

Clerk/Treasurer, Cormier noted one student name in the first contract found alternate work so a new person was named and a Letter of Offer submitted for acceptance.

**M 2016/06/20-127**

Lilliane Carmichael moved that the second Letter of Offer (Contract #00148923) from Dept. of Post-Secondary Education, Training and Labour for the Student Employment and Experience Development Program (SEED) be accepted and the Mayor and Clerk endorse relevant document, seconded by Tracy Culligan. Motion carried.

General Correspondence:

Action Items:

Paul Guitard & Larry Guitard: Burn Out

**M 2016/06/20-128**

Sandenn Killoran moved that the request by Paul Guitard & Larry Guitard to have the use of the Jacquet River ballfield and two portable toilets for Fun Day – August 13 & 14, 2016

including a “burn out” and “dry camping”, be approved, conditional on the “burn out” being finished by no later than 6:00 P.M., that Paul Guitard and Larry Guitard be responsible for any and all licensing required and with the notice that if there are citizen complaints this year it could impact future year’s request, seconded by Lilliane Carmichael. Motion carried. (3 yeas – Councillor’s Killoran, Carmichael & Arseneault) (2 nays – Councillor’s Duivenvoorden & Culligan)

Celebrate 150th Anniversary of Confederation funding

Directive was given to administration to check out funding Programs available.

CBDC Request for a Room (Jack’s Room)

M 2016/06/20-129

Tracy Culligan moved that CBDC Restigouche be given the use of Jack’s Room in the Recreation & Cultural Centre for the Social Assistant recipient – “pre-employability” program free of charge for the months of September, October, November, and early December, 2016, seconded by Nick Duivenvoorden. Motion carried.

Ron Bourque - Request for Reimbursement (Crime Stoppers Representative)

M 2016/06/20-130

Nick Duivenvoorden moved that the Council of the Village of Belledune approves the request by Ron Bourque to be representative on the Restigouche Crime Stoppers and be compensated as other municipal appointed representatives are, seconded by Sandenn Killoran.

Tracy Culligan moved that the motion be tabled for Restigouche Crime Stoppers until such time as the Restigouche Crime Stoppers can make a presentation to Council, seconded by Paul Arseneault. Motion carried.

Menage Rivage - Beach Sweeps Program

Directive was given to administration to request a kit.

Donations / Advertisements:

M 2016/06/20-131

Sandenn Killoran moved that a \$250 donation be made to the James Gautier fundraiser to assist in covering travel expenses and medical supplies for medical condition, seconded by Paul Arseneault. Motion carried.

Sandenn Killoran moved that a \$734.50 (\$650. + \$84.50 taxes) donation be made the St. Gabriel Church to provide them with assistance with repairing catch basin to address the safety issue, seconded by Lilliane Carmichael. Motion carried.

Nick Duivenvoorden moved that a \$375 donation be made to Chaleur Ground Search and Rescue Inc., towards their operating costs, seconded by Sandenn Killoran. Motion carried.

Correspondence In: Continued

Restigouche SPCA Reports - March, April & May  
Belledune Library Reports - April & May  
CRSC - Building Reports - April & May  
Allen Roy - Museum' Reports - April & May  
SCT Rail Contractors Ltd. - Track Inspection Report  
Hon. Victor Boudreau - RE: Nurse Practitioner  
Hon. S. Horseman - RCMP facility  
Public Health - Food Premises Licensing

Correspondence Out:

Hon. Francine Landry - SEED Program  
Patsy Talbot - Belleview Senior's Complex  
Tim Horton's Summer Camp - Donation  
Cindy Doucet - BSC - Donation  
GBCC - Scholarship Application - RE: Hannah Curtis

Public Comments / Questions

A. Carrier inquired about the file on the Wharf for permanent structure. He also commented on the Economic Development discussion and wondering if some Council members are lobbying to bring Andy Flanagan back.

R. Dempsey inquired about the moose fence on Highway #11.

Mayor, Noel advised that the intention of DTI is to replace the fence next year with the same style as the other ones.

G. Killoran inquired about the Moose Report reporting telephone #.

Mayor, Noel advised it is no longer in service and DTI is supposed to remove the sign.

Adjournment:

Meeting adjourned at 10:07 p.m. on a motion by Tracy Culligan and seconded by Sandenn Killoran. Motion carried.

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Clerk/Treasurer

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Mayor