



**Village of Belledune  
Regular Council Meeting  
April 25, 2022**

**Time:** 6:30 PM  
**Place:** Belledune Council Chambers  
Mayor, Paul Arseneault  
Councillor, Lilliane Carmichael  
**Present:** Councillor, Cynthia Robinson  
Councillor, Kristie Carrier  
Councillor, Marilyn Guitard-McDonnell  
Councillor, Ron Bourque  
**Staff Present:** Clerk - Treasurer, Brenda Cormier  
Administrative Assistant, Nicole Carrier

**Call to Order & Welcome**

Acknowledgement of "Treaties of Peace and Friendship"  
Mayor, Arseneault called the meeting to Order and commenced the meeting with the Acknowledgement of "Treaties of Peace and Friendship"

Reaffirm Oath of Office  
Council reaffirmed Oath of Office.

Moment of Reflection  
Mayor, Arseneault called for a moment of silence in memory of; Albertine (Taws) Furlotte of Lorne and Treffley Carrier formerly of Lorne.

**Adopt Agenda**

**M 2022/04/25-57**

**Lilliane Carmichael moved that the Agenda be Adopted as Presented, seconded by Kristie Carrier. MOTION CARRIED.**

**Statements of Conflict-of-Interest** Nil

**Adoption of Minutes**

**M 2022/04/25-58**

**Lilliane Carmichael moved that the Minutes of the Regular Meeting of March 31, 2022 be adopted as presented, seconded by Kristie Carrier. MOTION CARRIED.**

Business Arising from Minutes Nil

**Presentations / Petitions / Delegations**

Remi Boudreau, Allen, Paquet & Arseneau

- 2021 Financial Statements

Remi Boudreau did an overview of the 2021 Financial Statement for the following

- Auditors Report
- Basis of Opinion
- Management Responsibility
- Auditor Responsibility
- Statement of Operations Consolidated – Revenue & Expenditures
- PSAB Surplus
- Budget Surplus Fund Accounts – General Operating Fund and Utility Operating Fund
- Statement of Financial Position

Council had no questions for Mr. Boudreau.

Mr. Boudreau advise that the copies of Financial Statements and Letters have been left with Clerk/Treasurer, Cormier.

Mayor, Arseneault noted the second presenter, Angelica Audet is not present yet, so we will proceed with Agneda until Ms. Audet arrives.

**Statements by Member of Council**

Mayor, Arseneault

Mayor, Arseneault Proclaimed April 24-30, 2022 as National Organ and Tissue Donation Awareness Week in Belledune.

Deputy Mayor, Bourque

A request for pricing for the spare room update was requested. 1 contractor submitted a bid.

Others were requested however no bids were received other that the one on file.

Deputy Mayor Bourque wondered what is the status of the request of the room on the west end of the building. How soon will the room need to be modified for the tenant. Former, CAO Ferguson noted that one bid was received, it did not go out for public tender. Does Council want to keep this for the new CAO or look at an alternate way to get done if the request for the room cannot wait.

Clerk/Treasurer, Cormier explained that to her knowledge former, CAO Ferguson went out to get a price for the flooring, one for the electrical and for the ceiling. He has left information in a file on his desk for the new CAO. Since he left the second contractor has dropped off a quote. She suggested that she could get the documents (quotes) from the file on the CAO's desk and e-mail to Council tomorrow.

Mayor, Arseneault said it makes sense to wait, but he is not exactly sure.

Councillor, Carrier suggested that someone reach out to the company that expressed interest and ask if they are still wanting to utilize. Rather than rush, ask the company about their interest and time line.

Mayor, Arseneault said he would step down and said there is not commitment for the new CAO and should have something by the end of the week. Then allow the CAO to make a recommendation and then we move on if they are not here.

#### Road side cleanup for the Village of Belledune

Deputy Mayor, Bourque wish to advise the public that the road side cleanup will come sometime in May or early June. The Health and Wellness coordinator handles this. He said interests should be made known to the Health & Wellness coordinator. He will include this information in his Report for the Messenger.

Councillor, Carrier said that her understanding is that the non-profit does not have to be a registered non-profit to participate.

Deputy Mayor, Bourque said that as long as the individuals are not raising funds their own use.

Councillor, Guitard-McDonnell said she spoke with Mr. Culligan and the tentative date is June 4, 2022 with rain date of June 11, 2022. Groups are to call him to book.

#### **Presentations / Petitions / Delegations**

##### Angelica Audet - Art of Crafts Studio

Ms. Audet showed Council some of her work, brough in a wind chime. What she is seeking is a space she can rent that can be used by many artisans in the area. She is not looking to over step current programs, but would like to start an Arts and Craft Studio where it brings all these things together. She has taken many classes in various arts and the work she is doing now, is selling very well. This would benefit the community and for artist to work with other artists. Together they could do better. There is so much around and it would be great to put it in one spot. There could be classes offered and for those who could not attend for what ever reason, there could be classes offered via YouTube. As well, there could be spaces for children to do crafts or even families. She noted she is not expecting a full answer this evening, but was wanting to see Council's interest in this concept.

Deputy Mayor, Bourque note he is not quite sure what Ms. Audet is asking of Council, is it funding or space. Is she willing to pay rent? Is this for one day per week or Monday to Friday.

Ms. Audet said she is looking for a place to start and what is available. She is not sure what there is to work with. She is looking into getting some funding, but needs to have a space. This would be a 5 day a week program set up for many to use and to gather.

Councillor, Carrier noted there are some wonderful ideas and a great starting point. She understands the frustration in trying to get space. She suggested that there needs to be talks to see what spaces available, rental fees, square footage and ground level. She should reach out to different places in the area.

Councillor, Carmichael said it was a very interesting presentation. There may be space out there. It would be a benefit to her and the people in the community.

Deputy Mayor, Bourque inquired if a room this size would be sufficient. He said Jacquet River school has all kinds of class rooms not utilized. He has a contact there and will touch base to see what the regulations are. He received Ms. Audet's contact information.

Ms. Audet this has been positive feedback and she appreciates there is an interest to work together.

Councillor, Carmichael

Health and Wellness Coordinator to order the swing for the Seniors (JR Villa)

**M 2022/04/25-59**

**Lilliane Carmichael moved that Council authorize the Health & Wellness Coordinator to order a swing for the Seniors and the Jacquet River Villa, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

Annual Report

**M 2022/04/25-60**

**Lilliane Carmichael moved that the Clerk/Treasurer proceed with preparing the Annual Report as per the Audit's Local Governance Act and Regulation 2018-54, seconded by Kristie Carrier. MOTION CARRIED.**

2023 Budget Meetings

Council will discuss, at the Committee of Whole Council meeting the setting of a Strategic Planning Meeting date prior to starting with the 2023 Budget discussion meetings.

Mayor, Arseneault stepped down and noted that once they have the CAO in place it could happen relatively quickly. We can see where we are with the CAO by the end of the week. Perhaps by mid-May we would have meeting anyway.

Councillor, Carrier

Belledune Power & Fitness Club Request

**M 2022/04/25-62**

**Kristie Carrier moved that the Council approve the reimbursement of up to \$300 to the Belledune Power & Fitness Club for the window blinds for the remaining two windows and the blinds will remain as property of the Village of Belledune, seconded by Lilliane Carmichael. MOTION CARRIED.**

Councillor, Guitard-McDonnell

Street Sign - Hidden Entrances on Main Street

**M 2022/04/25-63**

**Marilyn Guitard-McDonnell moved that a hidden entrance sign be installed on Main Street, going west, on the turn prior to following locations: 2149 Main St. and Curry Dr. intersection, seconded by Lilliane Carmichael. MOTION CARRIED.**

Administration Reports

Clerk/Treasurer, Cormier

Financial Reports

**M 2022/04/25-64**

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

Deputy Mayor, Bourque inquired about the water study and ability to utilize the Gas Tax Fund. Would the study be taken out of the Trust Fund?

Clerk/Treasurer, Cormier advised the Gas Tax Fund approval is not for the water study, there is approval for the filtration system. The water study was not approved. Had it been, it would have been funded through the Utility General Operating Fund and the Utility Operating Reserve Fund. This was explained at a previous meeting when the water study was on the agenda. The study proposal from Roy Consultants was between \$9,000 & \$10,000. Where the Utility Operating Fund had \$23,000 for Reserve fund for 2021 that surplus would have been less. The water study was not approved, not done and therefore nothing paid out.

2021 Financial Statement

**M 2022/04/25-65**

**Lilliane Carmichael moved that the Draft 2021 Audited Financial Statements prepared and presented by Allen, Paquet & Arseneau be accepted as presented, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

Appointment of 2022 Auditors

**M 2022/04/25-66**

**Lilliane Carmichael moved that Allen, Paquet & Arseneau be appointed as Belledune Financial Auditor for the year 2022, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

Atlantic Railway Maintenance INC - Rail Spur Line Industrial Park

- Letter from CN and Quotes from Atlantic Railway Maintenance INC were included in Council Agenda packages

Information was provided regarding repairs recommended by CN for the Industrial Park rail spur line as well as cost estimates from Atlantic Railway Maintenance Inc. Former, CAO Ferguson spoke about this during budget deliberation and recommended spreading the \$88,000 + work over two years and the user of the rail spur line would pay those costs.

Deputy Mayor, Bourque noted that we are looking at \$95,000 and there is only one user of the spur line, the sawmill. Is there an agreement with them?

Clerk/Treasurer, Cormier noted that she was not privy to the information from back then, but was submitted the information by Atlantic Railway Maintenance INC because Mr. Ferguson is no longer here. She did recommend that someone will need to speak with the sawmill representative and get agreement to pay in writing, not verbal.

Mayor, Arseneault said we can wait for the CAO and if not here in 2-3 weeks he will reach out to Mr. Woods at the sawmill.

**By-laws and Policies**

Mayor, Arseneault noted that the following Resolution was tabled twice and is now back on the agenda and he is not sure how this should be handled.

Clerk/Treasurer, advised that because it was tabled it needs to come back on the agenda and Councillor, Robinson asked to see if it was.

Councillor, Robinson stated we cannot keep tabling over and over again; either approve or deny. It was tabled waiting for legal opinion. She is not sure if Council is ready to proceed or not. This is holding Mr. Surette from opening his business. The issue of rezoning for multiple business has been addressed and passed. He has all other licenses and it is just the matter of getting his permit.

Councillor, Carrier noted that based on communication from legal, the proposed Resolution is no longer accurate based on zoning. Zoning has been passed by Council. The recommendation is to have someone reach out to Planning to reassess. If there are other issues beyond the rezoning, federal or provincial building codes, that will not be for the municipality to address, it will be with Planning.

Councillor, Carmichael said she does not understand why this is back on the table, it is no longer valid. Mr. Surette needs to reach out to Planning. She is concerned about liability if Council proceed with the Motion,

Councillor, Guitard- McDonnell noted the information from legal. The Zoning has been changed now Mr. Surette and Planning need to work this out.

Councillor, Robinson that we cannot assume liability we do not have, this was as per legal review. But we cannot leave the Resolution tabled, it needs to be dealt with.

Deputy Mayor, Bourque advised that in order to have it removed it need to be voted on. Council can vote no and that will defeat the motion and this will complete and get this of the table. There Is not violation, by changing the By-law Mr. Surette is not in violation.

Authorization for legal procedure -PID 50086677 - 26 Quinn Road (**Tabled at the February 22, 2022 Meeting & March 31, 2022 Meeting**)

**M 2022/02/22-35**

**Ron Bourque moved that the following Resolution be adopted, seconded by Cynthia Robinson. DEFEATED.**

**Against: Lilliane Carmichael, Cynthia Robinson, Kristie Carrier, Marilyn Guitard-McDonnell, and Ron Bourque**

	<b>For</b>	<b>Against</b>	<b>COI</b>
Lilliane Carmichael		x	
Cynthia Robinson		x	
Kristie Carrier		x	
Marilyn Guitard-McDonnell		x	
Ron Bourque		x	
	0	5	0

**RESOLUTION**

**CONSIDERING that the following offence: An inspection has revealed that a development has been undertaken without the issuance of a building and/or a development permit. The development is aimed at the alteration of the existing building to operate a restaurant or take-out. This work constitutes a development as per the Community Planning Act thus requiring the development officer having jurisdiction to approve the development as conforming with the rural plan (subsec. 108(1)).**

**In addition, the rural plan of the Village of Belledune, By-law No. 17-01-2008 stipulates that no person shall undertake or continue a development without having obtained a development permit and no development permit shall be issued unless the proposed development conforms to all provisions of this By-law.**

**Also, the Building By-law of the Village of Belledune, By-law No.15-90-1998 stipulates that a person shall not undertake or continue the building, locating or relocating, demolishing, altering or replacing of a building or structure unless a building permit therefor has been issued pursuant to this section, was found on the property belonging to Mr. Kevin Joseph Surette, which is located at 26 Quinn Street, in Belledune and identified by the PID 50086677, and that the said offence contravenes:**

- (a) the municipality's zoning by-law of Belledune, and**
- (b) subsection 108(1) of the *Planning Act*,**
- (c) the municipality's building by-law of Belledune, and**

**BE IT RESOLVED:**

- (a) That the Development Officer of the Chaleur Regional Service Commission be authorized to take the necessary measures under subsection 135 of the New Brunswick *Planning Act* to ensure that the by-laws of the municipality of Belledune and the applicable legislative provisions are complied with;**
- (b) That, if necessary, the Development Officer authorized to retain the services of a lawyer to commence proceedings before the courts for the purposes set out in subsection (a) above;**
- (c) That, if proceedings before the courts are necessary, such proceedings are brought on behalf of the municipality of Belledune.,**

WorkSafe NB - Occupational Health & Safety Act or Regulation

Non-Compliant Order - Legislation 91-191 Sections 374.2(4) & Section 374.4(1)

- Written Code of Practice for Violence in the Workplace
- Written Code of Practice for Harassment in the Workplace

Mayor, Arseneault noted that this was just a notice.

Clerk/Treasurer, Cormier advised it is a Notice of Non-Compliance which needs to be carried out by June 30, 2022.

Belledune Volunteer Fire Dept. - Policies & Procedures Amendments

**M 2022/04/25-67**

**Lilliane Carmichael moved that Council approves the Belledune Volunteer Fire Department Policies & Procedures Amendments (Revised December 2021) as presented and reviewed at the Fire/EMO Meeting of January 13, 2022, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.**

Deputy Mayor, Bourque noted that Captain Stevenson deserves tremendous amount of credit for this. A job well done.

**Motions and Resolutions** Nil

**General Correspondence**

Correspondence In:

- Restigouche SPCA - March 2022
- Atlantic Railway - Track Inspection Report - March 2022
- Belledune Library Report - March 2022
- CRSC - Building Permit Report - March 2022
- Min. Jill Green - 2024 Program Improvements to 134
- CAMA - Long Service Recognition Awards - Nicole Carrier
- The Bioeconomy Development Opportunity Zone Initiative

Correspondence Out:

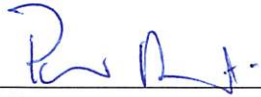
Angelica Audet - Approval to make a Presentation

**Closed Session** Nil

**Adjournment**

M 2022/04/25-68

Lilliane Carmichael moved that the meeting adjourn at 7:55 P.M., seconded by Kristie Carrier.  
**MOTION CARRIED.**



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Mayor



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Clerk/Treasurer

for Brenda Courneau