



**Village of Belledune
Regular Council Meeting
October 17, 2022**

Time: 7:00 PM
Place: Belledune Council Chambers
Mayor, Paul Arseneault
Councillor, Lilliane Carmichael
Present: Councillor, Kristie Carrier
Councillor, Cynthia Robinson
Councillor, Marilyn Guitard-McDonnell
Councillor, Ron Bourque
Absent: Clerk – Treasurer, Brenda Cormier
Staff Present: Interim CAO, Chris Kingston
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; Garfield Spurell, Joseph Furlotte, Timmy Pitre & Norma Carrier of Belledune, Karen Furlotte and Mathilda Chamberlain of Lorne, Jeannetta Hickey, formally of Lorne.

Councillor Carrier wanted to add an item to the Agenda. Mayor Arseneault said she could not add something to the Agenda. He said that the bylaw states that there are to be no additions to the Agenda.

Councillor Carrier wanted to know when that was changed. Mayor Arseneault said in May. Councillor Carrier asked who made the change? As they did not do make any motions for changes to the Procedural Bylaw. An argument began between Councillor Carrier and Mayor Arseneault. Mayor Arseneault called for Point of Order.

Councillor Robinson said that this is the 3rd time that this has come up regarding additions and changes to the Agenda. It was discussed by in March, however there have been no changes made, no adoption of a new bylaw or amendments. This issue has to be resolved once and for all. It should have been resolved long ago. The Procedural Bylaw has to reviewed and amended.

Mayor Arseneault stated that should be done. He said it will be on the table in November.

Councillor Robinson said we cannot keep going through this every meeting. The bylaw has to be one that everyone understands and agrees with.

Adopt Agenda

M 2022/10/17-158

**Lilliane Carmichael moved that the Agenda, seconded by Councillor Guitard-McDonnell -
MOTION CARRIED.**

Statements of Conflict-of-Interest Nil

Adoption of Minutes

M 2022/10/17-159

**Lilliane Carmichael moved that the Minutes of the Committee of Whole Council Meeting, Sept. 6, Committee of Whole Council Meeting – Information Session, Sept. 20 and the Regular Council Meeting, Set. 20, 2022 be adopted as presented, seconded by Marilyn Guitard-McDonnell.
MOTION CARRIED.**

Business Arising from Minutes

Councillor Robinson said that the position of Librarian was advertised and it was not. Also, she has extra hours in the office, which also is a problematic issue. Residents are asking about these positions.

CAO Kingston said that the position of Librarian was not advertised, the agreement was renewed.

Councillor Robinson stated again that the public was told it was advertised and it was not. So, she wants that fixed in the Minutes.

Presentations / Petitions / Delegations

- Nil

Statements by Member of Council

Councillor Carrier

- Changing Tables

Councillor Carrier said that since the rest of her items were taken off the Agenda, she only has one in regards to changing tables. It was brought to her attention that there are no changing tables in the washrooms in this building. As the gymnasium is rented for parties, etc. that there should be changing

tables put in both washrooms down by the gym and that signage be put up to indicate where the changing tables are located.

M 2022/10/17-160

Kristie Carrier moved that we install a changing table in both the men's and women's change rooms here at the municipal building with signage to display in the main building letting people know where they are located and set a budget of \$1000, seconded by Lilliane Carmichael. MOTION CARRIED.

Before continuing Mayor Arseneault wanted to acknowledge the RCMP's presence.

Administration Reports

CAO, Kingston

Grant Report and Recommendation

M 2022/10/17-161

Lilliane Carmichael moved that the Social and Environmental CAO Grant Report be accepted as presented, that the Social and Environmental CAO Grant Report of October 2022 be accepted as presented and the following recommendations approved; \$500 to DRHS International Student Exchange Program, \$1,200 to Belledune Power & Fitness Club towards their insurance policy and up to \$300 to Flo Guitard for Dusty Sneakers' journals, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Metalfab Ltd. – Fire Rescue Truck, Change Chassis

M 2022/10/17-162

Lilliane Carmichael moved that as recommended by CAO, Kingston, Council approve for Metalfab Ltd. the change of the Truck Chassis from a Ford to an International (as per the e-mail from Gordon Green dated September 29, 2022 for the additional costs of \$15,875 (Plus HST), seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

- Residential Grant Application (November 2020) – Bernadette Lapointe

CAO Kingston explained to Council as per the paper work attached that Mrs. Lapointe said she has sent in the application in 2020 and has not been paid. As it is right now the Residential Grant has been cancelled as of November 2021.

Councillor Carmichael said if it was not received then we should not pay it out.

Councillor Robinson said that could have been submitted but probably misplaced as paper work seems to get lost around here. We have had three CAOs in the last year so anything is possible.

CAO Kingston mentioned that the staff has looked in emails, in files, etc. and there is no application on file.

Councillor McDonnell-Guitard asked how she would of got the grant application form, Assistant Clerk/Treasurer said that it was on the website. Councillor McDonnell-Guitard said she would like this to be looked into further before she makes a decision.

Deputy Mayor Bourque said maybe reach out to Landon Lee, as he was the CAO at the time. Deputy Mayor Bourque doesn't think it should be paid.

Councillor Carrier said if the application was received why did she not contact the office before now, as it has been over 2 years. She feels there should be an electronic system, so that proper files are kept. She feels council should wait for more information before making a decision.

Deputy Mayor Bourque mentioned that maybe from now on when applications are received in the future, there should a second step by staff, which is to contact the person.

- Winter Maintenance Service – Portion of Ocean Avenue – Tender PW-2022-2025

M 2022/10-17-163

Lilliane Carmichael moved that as per recommendation of Interim CAO, Chris Kingston, the Tender PW-2022-2025, Winter Maintenance Service for Portion of Ocean Avenue be awarded to the lowest bidder, W. D. Smearer Co. Ltd. for the amount of \$8,165 (Including HST) for 2022-2023, \$8,280 (Including HST) for 2023-2024 and \$8,395 (Including HST) for 2024-2025, seconded by Marilyn Guitard-McDonnell. MOTION CARRIER

- Winter Maintenance Service – Jacquet River Fire Hall – 3 Year Snow Removal Tender #JRFH

M 2022/10-17-164

Lilliane Carmichael moved that as per recommendation of Interim CAO, Chris Kingston, the Tender JRFH 3 Year Snow Removal for Jacquet River Fire Hall be awarded to the lowest bidder, Woodcox Trucking for the amount of \$5,520 (Including HST) for 2022-2023, \$5,520 (Including HST) for 2023-2024 and \$5,520 (Including HST) for 2024-2025, seconded by Marilyn Guitard-McDonnell. MOTION CARRIER

Clerk/Treasurer, Cormier

- Financial Reports

M 2022/10/17-165

Lilliane Carmichael moved that the Accounts Payable be paid, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Councillor Carrier had questions in regards to some of the spending. She wanted to know about the golf tournaments, one for Kent and White and one for the Port of Belledune. Why is \$1800 being spent on golf tournaments and who is approving the spending.

Mayor Arseneault said that CAO Kingston has the ability to approve spending up to \$10,000. The golf tournaments are part of networking.

Councillor Carrier said as long as its under \$10,000 the CAO can just purchase whatever he wants, even if its not budgeted. She mentioned that for Council to go to the UMNb conference it was put to a motion and voted on.

Councillor Carrier also wanted to know who went to the golf tournaments.

Mayor Arseneault said that himself, Deputy Mayor Bourque, Darrell Culligan and Jordon Frenette went.

There were questions being asked from the public at this point, and Mayor Arseneault said the public can ask questions after the meeting.

Councillor Carrier wanted to know what was spent at Dairy Delight for over \$2000. There was some arguing back and forth.

Mayor Arseneault called Councillor Carrier out of order and said we were moving on.

- Annual Report

M 2022/10/17-166

Lilliane Carmichael moved that in accordance with NB Regulation 2018-54 under the Local Governance Act, Council adopt the Village of Belledune 2021 Annual Report, as presented, and post to Belledune Website, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Deputy Mayor Bourque wanted to thank Clerk/Treasurer Cormier for the work put into this report, as always, a great job.

Councillor Carmichael also wanted to thank Clerk/Treasurer Cormier for the hard work. She asked since this is legislated, they shouldn't have to make a motion each year for the Clerk/Treasurer to prepare the report, it should just be automatic.

Mayor Arseneault said he would check with the province.

Bylaws and Policies

- **HRP-017 Employee Leave & Leave of Absence Policy**
Section 6. Sick Leave Policy, 6.2 Specific Procedures

CAO Kingston sent out a notification to council for changes in the policy, they started out as having a 90-day cap for sick days being able to accumulate and then went down to 40 days. He is looking for a motion to have the policy changed.

M 2022/10/17-167

Lilliane Carmichael moved that that HRP-017 Employee Leave & Leave of Absence Policy - Section 6. Sick Leave Policy, sub-section 6.2 Specific Procedures, be amended to **add under paragraph (iii) after the word doctor "OR nurse practitioner" and replace the two days with "three days" and add the following paragraphs:**

(vii) *A full-time employee will accumulate 1.25 days per month for every month of service to a maximum of 40 accrued days.*

(viii) *Medical and dental appointments are not considered as sick time.*

(vix) *Should an employee cease to be an employee the accrued portion of the sick leave benefit will not result in a payout.*

seconded by Marilyn Guitard-McDonnell,

on the question: Councillor Carmichael had some more questions and feels that this should be looked at again, she feels that there should be more options or better one. She wants to have the motion tabled until they received more information.

Kristie Carrier moved to table Motion M2022/10/17-167 be tabled until they have more information, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Mayor Arseneault asked for council to get more input to CAO Kingston as to what they want to change and what information they would like.

Motions and Resolutions

- **Recreation and Wellness Programs – Service Providers Contracts**

M 2022/10/17-168

Lilliane Carmichael moved that Council approve the Service Agreement, as presented, between the Village of Belledune and Sunny Bosca for Yoga Classes and the Mayor and Clerk sign the agreement, seconded by Marilyn Guitard-McDonnell,

On the question: Councillor Carmichael would like a report to see the number of people using these programs, should the programs be changed, she would like to put the agreements on hold for now, not saying that they are not good programs but she would like to see the numbers before voting on a motion.

Councillor Carrier said that \$450 a week is a lot of money and if people are not using the programs, then they should maybe change them or do something different. Before the contracts are signed, she would also like to see a report on the usage.

Lilliane Carmichael moved that council table the motions, M2022/10/17-168, 169 and 170 until council receives a report on the usage of these programs and what is actually costing the village, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

General Correspondence

- **General Correspondence**

Correspondence In: Action

Jacque Bridges, Dalhousie Nursing Home Foundation is looking for a representative from the Village of Belledune. Councillor Carmichael would be interested if its ok for someone from council to be on the board. Council was ok with this if there were no issues with the Foundation. Assistant Clerk/Treasurer Carrier was instructed to call and find out if it was ok for Councillor Carmichael to be the representative.

Correspondence In: Information
Restigouche SPCA Report September 2022
Atlantic Railway Track Inspection Report September 2022
Belledune Library Report September 2022
CRSC Building Permit Reports September 2022
Office of the Fire Marshall – Survey looking for your Feedback
Vitalite – Press Release – Regarding Cataract Surgery
Vitalite – Press Release – International Recruiting Efforts

Closed Session Nil

Adjournment

M 2022/10/17-171

Lilliane Carmichael moved that the meeting adjourn at 7:45 P.M., seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

Mayor

Assistant Clerk

Clerk/Treasurer