

**Village of Belledune
Regular Meeting
August 20, 2012**

Time: 7:05P.M.
Place: Belledune Municipal Chambers
Present: Mayor, Ronald Bourque Clerk/Treasurer, Brenda Cormier
Councillor, Tracy Culligan
Councillor, Jerry Guitard
Councillor, Mario Lapointe
Councillor, Gary Mazerolle
Absent: Councillor, Heather Frenette

Mayor, Bourque called the meeting to order.

Mayor, Bourque requested a moment of silence in remembrance of and particularly for the late, George Rosengren, Michael Meade Ella Godin, Janie Bertin, Donald Creighton and Lloyd Faulds who recently passed.

Mario Lapointe moved that the following item be added to the agenda, City of Moncton – Managing Electronic Information Session, seconded by Jerry Guitard. Motion carried.

Tracy Culligan moved that the agenda be adopted with addition, seconded by Gary Mazerolle. Motion carried.

Statement of Conflict of Interest:

Councillor, Mazerolle filed a Conflict of Interest with the Clerk regarding an item under the Donations Requests for Chris Mazerolle.

Minutes & Business Arising from Minutes

Mario Lapointe moved that the minutes of July 16, 2012, be adopted as presented, seconded by Tracy Culligan. Motion carried.

Business Arising: Nil

Presentations / Petitions / Delegations: Nil

Statements by Members of Council:

Mayor, Bourque

- Monthly Report

Jerry Guitard moved that Mayor Bourque’s Monthly Report be accepted as presented and approved for posting on Belledune Website, seconded by Tracy Culligan. Motion carried.

Mayor Bourque wishes to discuss with Council if they would consider implementing a Belledune Residents Personal Disaster Fund for those circumstances where, through no fault of their own, Belledune citizens sometimes find themselves in a dilemma because of a personal disaster of some sort. This would require a policy and guideline, which he is willing to work on and bring forward for Council review and approval. As well a budget amount would have to be included in the 2013 Budget. However in the interim for this year he asked if Council would consider

allocating \$1,500 from their 2012 Donation / Grants Budget toward this year for a Residents Personal Disaster Fund.

Mario Lapointe moved that \$1,500 be reallocated from the 2012 Donation / Grants Budget to a Residents Personal Disaster Fund, conditional upon funds not being expended until the Policy & Guidelines are in place, seconded by Jerry Guitard. Motion carried.

Mayor Bourque wishes to recognize and show appreciation to the Belledune Days Chairperson, Patsy Talbot. Mayor Bourque presented Patsy with an arrangement of roses and thanked her for her work. In addition Council wishes to provide a token of appreciation.

Jerry Guitard moved that Belledune Council give Patsy Talbot a gift card in the amount of \$250 from an establishment of her choice, seconded by Gary Mazerolle. Motion carried.

By-laws & Policies:

Mayor Bourque stated that he has been reviewing the various policies related to Expense & Travel and noted some various issues. These policies will need to be amended and brought forward to Council for reevaluation and recommendations.

Reports:

Administration Reports:

Clerk/Treasurer, Cormier

- Financial Reports

Tracy Culligan moved that the Financial Report be accepted as presented and the Accounts Payable be paid, seconded by Jerry Guitard. Motion carried.

By-laws and Policies: Nil

Motions & Resolutions:

- Tender VOB-T2012-06 – Tractor

Jerry Guitard moved that as per the recommendation of Purchasing Consultant, Chris Kingston, the Tender # VOB-T2012-06, for the latest model four wheel drive tractor be awarded to the only compliant bidder Bremner & Sons Ltd. for the amount of \$42,677 (plus HST), seconded by Mario Lapointe. Motion carried.

- Tender – Roherty Road – 250 m Asphalt

Mario Lapointe moved that as per the recommendation of Project Manager, Francis Frenette of Roy Consultants, the Tender for entrance paving of 250 meters of Roherty Road be awarded to the only bidder Breau Asphalt Inc. for the amount of \$15,918.54 (HST included), seconded by Jerry Guitard. Motion carried.

- Tender – Main Street, Storm Sewer Lateral

Jerry Guitard moved that the Tender for Storm Sewer Lateral – Route 134 be awarded to the only bidder, Woodcox Trucking for the amount of the reduced negotiated price of 42,826.91 (HST included), seconded by Gary Mazerolle. Motion carried.

- Tourism Phase 11 – Part 2 – Change Order Pump House Building

Tracy Culligan moved that the additional work for Tourism Phase 11, Part 2 Project for extra work for the Xstrata pump house be approved for the cost of \$10,848 (including

HST) as submitted by Beresford Housing (2001) Inc. with the authorization and confirmation that Xstrata will reimburse Belledune for the full cost, seconded by Mario Lapointe. Motion carried.

- Consulting Services – Development Opportunity

Jerry Guitard moved that Belledune retain the services of Catalyst Consulting Engineers for the amount of \$2,000 (plus HST) to develop a comprehensive Business Case for Belledune development opportunity, seconded by Gary Mazerolle. Motion carried.

- Purchase & Sale Agreement – Belledune & R. Murphy and Sons Trucking Ltd.

Mario Lapointe moved that the Purchase and Sale Agreement between the Village of Belledune and R. Murphy & Sons Trucking Ltd. for Property PID520815478 (approximately 4.15 acres in Belledune Industrial Park) be accepted and endorsed for the amount of \$17,435.75 as per the terms and conditions set out in the said agreement and the Mayor and Clerk be authorized to sign all documents relating to the sale, seconded by Gary Mazerolle. Motion carried.

- HKVCA Memorandum of Understanding – “C Force Memorial” Fundraising

Mario Lapointe moved that based on legal advice, Belledune Council does not accept the Hong Kong Veterans Commemorative Association’s Memorandum of Understanding for join fundraising for the “C Force Memorial” (Gander Monument), until the Council of the Village of Belledune make a defined decision regarding the “C Force Memorial” (Gander Monument), seconded by Jerry Guitard. Motion carried. (3 yeas, Councillor’s Guitard, Lapointe & Mazerolle - 1 nay, Councillor Culligan)

- Employment Awareness Day – Budget

Tracy Culligan moved that the Council approve a budget of up to \$500 for the Belledune Employment Awareness Day on August 25, 2012, seconded by Jerry Guitard. Motion carried.

- Belledune Regional Environment Assoc. (BREA) – Revenue / Expense Statement

Mario Lapointe moved that Belledune agrees to pay the municipalities Accounting Firm, Allen, Paquet & Arseneau to do an annual Revenue / Expense Statement of Belledune Regional Environment Association’s financials, commencing with year 2011 and each subsequent year after, seconded by Jerry Guitard. Motion carried.

- Rights to Information and Protection of Privacy Act (RTIPPA) – Appoint Head

Jerry Guitard moved that the following Resolution be adopted, seconded by Gary Mazerolle. Motion carried.

BE IT RESOLVED that the Council of the Belledune hereby designates the Mayor to serve as the “head” of the public body, that being Belledune pursuant to the *Right to Information and Protection of Privacy Act* (“Act”) of the Province of New Brunswick; and

BE IT FURTHER RESOLVED that the Council of the Belledune acknowledges that the Mayor, as “head”, may delegate in writing a duty or power of the “head” under the Act to a member of the municipal staff, except the power to delegate, and can impose terms and conditions as considered appropriate and as prescribed under the Act.

- RTIPPA Workshop – Sept. 24 & 25, 2012 (Memramcook)

Mario Lapointe moved that the Mayor Bourque and staff members Clerk/Treasurer Cormier and Administrative Assistant Carrier be approved to attend the Rights to Information and Protection of Privacy Act, workshop in Memramcook on September 24 & 25, 2012, seconded by Tracy Culligan. Motion carried.

- UMNB Conference – Sept. 28-30, 2012 (Fredericton)

Jerry Guitard moved that the following Council member and staff be approved to attend the UMNB Conference from September 28 - 30, 2012 in Fredericton; Mayor Bourque, Deputy Mayor Mario Lapointe, Councillor's Culligan, Frenette & Guitard and Clerk/Treasurer Cormier, seconded by Tracy Culligan. Motion carried.

- WorkSafe NB Conference Sept 27 & 28, 2012 (Saint John)

Mario Lapointe moved that Administrative Assistant, Carrier and Municipal Works Supervisor MacLellan attend the WorkSafe NB Conference in Saint John on September 27 & 28, 2012, seconded by Gary Mazerolle. Motion carried.

- Human Resources Forum Sept. 19, 2012 (Bathurst). This session is open to other Council members if they wish to Register, the information is included in your meeting package.

Jerry Guitard moved that Mayor Bourque, Councillor Culligan and staff members Clerk/Treasurer Cormier and Administrative Assistant Carrier attend the Human Resources Forum on September 19, 2012 in Bathurst, seconded by Mario Lapointe. Motion carried.

Correspondence In:

- Patsy Talbot -Belledune Days Fireworks Contract & Advance funds for Miscellaneous Purchases for Belledune Days

Directive was to request a proposal from Firework FX for a three (3) year contract with an exit clause included for both parties. In terms of Advance funds, from a Treasury perspective it does not allow for recoup of HST as the accounting system needs to do this during the transaction and HST cannot be recouped if the HST amount is not known at the time. If the issue is the distance for banking, then it could be set up somehow that the reimbursement cheques go directly to the Chairperson's account if the appropriate documents are provided.

Donations /Advertizements:

Councillor, Mazerolle declared conflict of interest and vacated the meeting at 8:01 p.m.

Jerry Guitard moved that Belledune make the following donation; \$50 to Lorne Days Festival, the TV stored at the Belledune Recreation & Cultural Center to the Belleview Senior's Complex common use area, \$50 to CBDC for Young Entrepreneur of the Year, \$250 to the Chris Mazerolle Cancer fundraising and that Belledune sponsor the back cover of Belledune Skating Club cookbook, seconded by Tracy Culligan. Motion carried.

Councillor, Mazerolle returned to meeting at 8:03 p.m.

Correspondence In: continued

BDPC - Building Permits Report, July 2012

Library Monthly Report, July 2012

BDPC - To Hon. Bruce Fitch - Regional Service Commission

Enterprise Chaleur - Call for Nominations, Entrepreneur of the Year

News Release - Rights to Information & Protection of Privacy

Correspondence Out:

S. Guitard, President, BREB - Financials

Public Comments & Questions:

Status of Durham Harbour

Meeting adjourned at 8:07 P.M. on a motion by Mario Lapointe and seconded by Gary Mazerolle. Motion carried.

Clerk/Treasurer

Mayor