



**CITY OF BATHURST**  
**COMMITTEE OF THE WHOLE**  
**MINUTES**

**Monday, February 12, 2024**  
**6:30 pm**  
**Council Chambers - City Hall**

Present	Mayor K. Chamberlain Deputy Mayor P. Anderson Councillor D. Branch Councillor S. Brunet Councillor D. Knowles Councillor J.-F. LeBlanc Councillor S. Legacy Councillor M. Skerry Councillor M. Willett
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Absent	Councillor R. Hondas
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Appointed Officials	T. Pettigrew, Chief Administrative Officer A. Parker, City Clerk M. Abernethy, City Engineer J.-S. Chiasson, Communications Officer M. A. LaPlante, Assistant City Manager C. Legacy, Director of Economic Development S. Morton, Director of Human Resources R. Wilbur, Director of Parks, Recreation and Tourism C. Roy, Executive Administrator G. Thériault, Chief of Police
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**1. DECLARATION OF CONFLICT OF INTEREST**

**1.1 Councillor M. Willett - 2024 Bathurst Harvest Festival Corvette Event**

**2. PRESENTATION**

**2.1 Grant Committee Recommendations**

The grant committee, consisting of Councillor Brunet, Councillor Skerry, and Councillor LeBlanc, met on January 31, 2024, to go over the grant requests received. Council approved an amount of \$55,600 for the 2024 grants during the budget period. Below is a breakdown of what was decided by the committee.

<b>GRANTS DISTRIBUTION FOR THE CITY OF BATHURST 2024</b>					
<b>Total of \$55,600 for 2024</b>					
<b>Association</b>	<b>Amount Requested for 2024</b>	<b>Amount Given in 2023</b>	<b>Purpose</b>	<b>Proposed Amount</b>	<b>Notes</b>
4 Directions	\$5,000.00	\$3,000.00	Sponsor children to participate in program	\$5,000.00	
640 Chaleur Royal Canadian Air Cadet Squadron	As per request	N/A	Support for upcoming flying program	\$1,600.00	model planes, snow shoes x 10 and Bathurst Aquatic Centre Pool rental
Bathurst Advisory Committee for Persons with Disabilities (B.E.S.T Group)	\$500.00	\$500.00	This amount is set aside every year for Best Group - they drop off their receipts and we reimburse.	\$500.00	
Bathurst Arts Society	\$5,000.00	\$5,000.00	Help with operating costs	\$5,000.00	
Bathurst Music Festival 2023	\$1,500 donation \$500 for tickets	\$1,500 donation \$500 for tickets	Help with event costs	\$2,000.00	\$1,500 donation \$500 for tickets
Chaleur Regional Hospital Foundation	N/A	\$1,000.00	Help with purchase of equipment	\$1,000.00	
Co-Action	\$2,000.00	\$1,000.00	Provide activities to the youth for free	\$2,000.00	
Doucet Hensessey House	\$2,500.00	\$2,500.00	Phase 2 of renovations and restoration	\$2,500.00	
Elementary Literacy	Minimum \$150	\$1,500.00	Sponsor children to participate in program	\$1,000.00	
Moncton University	N/A	N/A	Help students attend opportunity for an internship in Montreal	\$0.00	Does not fit criteria
Nepisiguit Mi'gmaq Trail	N/A	\$2,400	Help with operating costs	\$2,400.00	
Royal Canadian Legion	N/A	N/A	Completion of kitchen in new location	\$4,800.00	
<b>Total</b>				\$27,800.00	
<b>Remaining Balance</b>				\$27,800.00	

This leaves a balance of \$27,800 for the any other requests that will come in during the year.

A motion to accept the committee's recommendation will be presented at the next regular public meeting.

### 3. MUNICIPAL BY-LAWS

#### 3.1 2024-04 Transient Traders, Peddlers, Vendors and Mobile Truck By-Law

A request was brought forward late 2023 to recommend that the Transient Traders, Peddlers, Vendors and Mobile Truck By-Law be reviewed.

The administration recommends that minor changes be made to the by-law and that the “outdoor entertainment” section becomes a separate by-law.

The Transient Traders, Peddlers, Vendors and Mobile Trucks by-law would be updated as follows:

- Removal of outside entertainment section.
- Exemption for large events that have vendors within it (example: Hospitality Days, Ribfest).
- Application process instructions for applicants made clearer.

The recommended changes would allow staff to better enforce and manage requests for these types of requests.

A motion to accept the proposed amendments will be presented at the next regular public meeting.

### **3.2 2024-05 A By-Law to License and Regulate Outside Entertainment**

As stated in the previous item, the administration recommends that the “outdoor entertainment” section of By-Law 2024-04 "Transient Traders, Peddlers, Vendors and Mobile Truck" be a separate by-law.

Some highlights for the new recommended outdoor entertainment by-law would be as follows:

- Permits would be valid for 1 month; renewal would be needed if they wish to continue.
- Outside entertainment should only be conducted between 11:00 a.m. and 5:00 p.m. daily.
- Predetermined locations have been identified where they will be permitted to perform.
  - Canada Park 150 (corner of King Avenue and Main Street)
  - Water Fountain (Douglas Avenue and Queen Street)
- New application form specific to outdoor entertainment.

A motion to adopt By-Law 2024-05 "A By-Law to License and Regulate Outside Entertainment" will be presented at the regular public meeting.

## **4. POLICIES**

### **4.1 P2024-01 Policy on Information Requests and Communications Made by Elected Officials and Administration**

The effective management of information requests and communications made by elected officials, and administration, are vital for the efficient operation of the city. Therefore, the policy P2024-01 "Policy on Information Requests and Communications Made by Elected Officials and Administration" was developed, which lays out the criteria for complaint calls as well as information requests.

A motion to accept the policy will be presented at the next regular public meeting.

### **4.2 P2010-01 Policy on the Use of Global Positioning Systems**

The following sections have been added to the policy P2010-01 Use of Global Positioning Systems:

- Overview
- Purpose
- Scope
- Definitions
- General and Operation Guidelines

A motion to accept the amended policy will be presented at the next regular public meeting.

**4.3 P1993-03 Council Matters Follow-up (Outstanding Lists)**

A motion to repeal the policy will be presented at the next regular public meeting.

**4.4 P2014-01 Advertising - Electronic Sign - K.C. Irving Regional Centre**

A motion to repeal the policy will be presented at the next regular public meeting.

**5. REQUESTS**

**5.1 2024 Bathurst Harvest Festival Corvette Event**

Councillor M. Willett declared a conflict on this item and left council chambers.

As presented during the Regular Public Meeting held January 15, 2024, the Corvette Club is looking for funds to host their 2024 event. They are requesting an amount of \$3,550 to cover costs for the transportation and the reservation of 13 Barrels to host their get together. They have also asked for tourism related items for their “swag bags”.

A motion will be presented at the next regular public meeting.

**6. ADJOURNMENT**

The meeting was adjourned at 6:51 p.m.

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Amy-Lynn Parker, City Clerk