



**CITY OF BATHURST**  
**REGULAR PUBLIC MEETING**  
**MINUTES**

**November 18, 2024**  
**6:30 p.m.**  
**Council Chambers - City Hall**

Recording of Attendance

Mayor K. Chamberlain  
Councillor P. Anderson  
Councillor D. Branch  
Councillor S. Brunet  
Councillor R. Hondas  
Councillor D. Knowles  
Councillor J.-F. LeBlanc  
Councillor S. Legacy  
Councillor M. Skerry  
Deputy Mayor M. Willett

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  
D. McLaughlin, Development Officer  
R. Wilbur, Director of Parks, Recreation and Tourism  
C. Roy, Executive Administrator  
R. Melanson, Deputy Chief  
M. Bouffard, Director of Municipal Planning  
S. Boudreau, Economic Development Manager

1. **MOMENT OF REFLECTION / TERRITORIAL ACKNOWLEDGMENT**
2. **ADOPTION OF AGENDA**

**Moved by** Councillor D. Branch  
**Seconded by** Deputy Mayor M. Willett

**THAT** the Agenda be approved as presented.

**MOTION CARRIED**

3. **DECLARATION OF CONFLICT OF INTEREST**

No conflicts of interest were declared.

**4. ADOPTION OF MINUTES**

**4.1 Regular Public Meeting Held on November 4, 2024**

**Moved by** Councillor R. Hondas  
**Seconded by** Councillor J.-F. LeBlanc

**THAT** the minutes of the Regular Public Meeting dated November 4, 2024, be approved as circulated.

**MOTION CARRIED**

**5. CONSENT AGENDA**

There were no items under the consent agenda.

**6. PUBLIC AND ADMINISTRATIVE PRESENTATIONS**

**6.1 Homelessness by Ashley Ricard**

Ashley Ricard, concerned citizen, addressed the members of council, urging them to take further steps to help homeless individuals in the community. Specifically, she proposed opening the Pavillion Gym as a temporary shelter to provide relief, especially during colder months. She emphasized the need for immediate action to protect vulnerable residents and alleviate the challenges faced by those experiencing homelessness.

In response, members of council expressed appreciation for her concerns and suggestions but explained that opening the Pavillion Gym for this purpose is not feasible due to logistical and operational constraints. They reiterated that while the city has limited resources, it has already taken steps to address the issue, such as collaborating with the Provincial government to ensure the opening a warming center to provide temporary shelter. Members of council also stressed that broader, sustainable solutions to homelessness primarily fall under the jurisdiction of provincial and federal governments, and they remain committed to advocating for more support at those levels.

**7. FINANCE**

**7.1 Accounts Payable Totals for October 2024**

**Moved by** Councillor D. Branch  
**Seconded by** Councillor S. Brunet

**THAT** the accounts payable totals, including payroll, for the month of October 2024 be approved as follows:

**Operating:** \$1,230,302

**Capital:** \$381,031

**Total:** \$3,155,082

**MOTION CARRIED**

**8. MUNICIPAL BY-LAWS**

## 8.1 **Receipt of the Planning Advisory Committee Recommendations for the Revision of Zoning Provisions Relating to Residential Development and the Concept of Gentle Density**

On September 24, the Planning Advisory Committee (PAC) studied proposed amendments to the zoning by-law in connection with the action plan associated with the Housing Acceleration Fund (HAF). The proposed zoning changes are designed to meet the Fund's objectives of accelerating housing construction by increasing the number of housing units and simplifying the approval process.

The draft by-law proposes several elements, including diversification of apartment building types and increase density. Planning concepts based on gentle density enable an increase in the number of dwellings in low-density residential areas. This is achieved through two housing concepts: accessory dwelling units (ADUs) and small multi-unit dwellings. ADUs are gaining in popularity in Canada and North America.

The proposed by-law would also increase the speed with which building permits are issued, as development officers would be able to approve certain variances without having to go through the PAC. Temporary permits could be extended to two years instead of the current one.

The PAC has resolved to send a favorable opinion to the municipal council on the proposed amendments to the zoning by-law in connection with the action plan associated with the Housing Acceleration Funds.

## 8.2 **Hearing of Objections or Support Regarding the Proposed Municipal Plan Amendments for the Revision of Zoning Provisions Relating to Residential Development and the Concept of Gentle Density**

For the Proposed Municipal Plan Amendments for the Revision of Zoning Provisions Relating to Residential Development and the Concept of Gentle Density public notice required under Section 111 of the *Community Planning Act* and pertaining to the draft amendment of the Municipal and Zoning By-Law were published. No written letters were received.

Members of the public were invited to express their opinions three times for the Proposed Municipal Plan Amendments for the Revision of Zoning Provisions Relating to Residential Development and the Concept of Gentle Density. There were no comments from the public.

## 8.3 **Proposed Zoning By-Law Amendments for the Revision of Zoning Provisions Relating to Residential Development and the Concept of Gentle Density**

### 8.3.1 **First Reading of By-Law 2024-11Z**

**Moved by** Councillor M. Skerry

**Seconded by** Councillor D. Knowles

**THAT** the proposed By-Law 2024-11Z entitled "A By-Law to Amend By-Law No. 2008-01 Entitled "The City of Bathurst Zoning By-Law"" shall be read 3 times by title as per requirements specified in the *Local Governance Act*, section 15 (3); and

**THAT** the above-mentioned proposed By-Law may be examined by contacting the City Clerk during regular office hours; and

**THAT** the above-mentioned proposed By-Law shall be posted to the City of Bathurst Website and Facebook page, as per the *Local Governance Act*, section 70 (1) c; and

**THAT** the purpose of the above-mentioned proposed By-Law is to modify certain provisions of the zoning by-law to:

- Address some inconsistencies,
- To grant additional approval authority to the Director of Planning to the extent that the *Community Planning Act* permits,
- To implement new development standards based on the concept of gentle density including Accessory Dwelling Units,
- To revise certain development standards applicable to residential and commercial zones in order to allow a wider range of residential uses.

**BE IT RESOLVED THAT** proposed By-Law 2024-11Z entitled “A By-Law to Amend By-Law No. 2008-01 Entitled “The City of Bathurst Zoning By-Law”” be read for the first time, by title.

**MOTION CARRIED**

**8.4 Hearing of Objections or Support Regarding the By-Law to Approve the 2025 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst**

A public notice was published for by-law 2024-12 entitled “A By-law to Approve the 2025 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst.” No written objections were received.

Members of the public were invited three times to express their opinions to the proposed by-law 2024-12 entitled “A By-law to Approve the 2025 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst.” There were no comments from the public.

**8.5 Proposed By-Law 2024-12 entitled "A By-Law to Approve the 2025 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst"**

**8.5.1 First Reading of By-Law 2024-12**

**Moved by** Councillor S. Brunet

**Seconded by** Councillor J.-F. LeBlanc

**THAT** the proposed By-Law 2024-12 entitled “A By-Law to Approve the 2025 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst” shall be read 3 times by title as per requirements specified in the *Local Governance Act*, section 15 (3); and

**THAT** the above-mentioned proposed By-Law may be examined by contacting the City Clerk during regular office hours; and

**THAT** the above-mentioned proposed By-Law shall be posted to the City of Bathurst Website and Facebook page, as per the *Local Governance Act*, section 70 (1) c; and

**THAT** the purpose of the above-mentioned proposed By-Law is to adopt the Special Business Improvement Levy in the City of Bathurst.

**BE IT RESOLVED THAT** the proposed By-Law 2024-12 entitled “A By-Law to Approve the 2025 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst” be read for the first time, by title.

**MOTION CARRIED**

#### **8.5.2 Second Reading of By-Law 2024-12**

**Moved by** Deputy Mayor M. Willett

**Seconded by** Councillor D. Branch

**THAT** by-Law 2024-12, entitled "A By-Law to Approve the 2025 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst" be read for the second time (by title).

**MOTION CARRIED**

### **9. DRAFT RESOLUTIONS**

#### **9.1 Collective Agreement - The Bathurst Professional Firefighters Association, IAFF Local 5283**

**Moved by** Councillor R. Hondas

**Seconded by** Councillor J.-F. LeBlanc

**WHEREAS** the Collective Agreement between the City of Bathurst and the Bathurst Professional Firefighters Association, IAFF Local 5283 expired December 31, 2023; and

**WHEREAS** both parties reached an agreement on a new Collective Agreement for the period of January 1, 2024, to December 31, 2027.

**NOW THEREFORE BE IT RESOLVED** that the Collective Agreement between the City of Bathurst and the Bathurst Professional Firefighter Association effective January 1, 2024, to December 31, 2027, be accepted and that the Mayor and City Clerk be authorized to sign the necessary contract documents for and on behalf of the City.

Eight (8) Yay - Councillors Anderson, Brunet, Leblanc, Skerry, Hondas, Legacy, Knowles, and Willett

One (1) Nay - Councillor Branch

**MOTION CARRIED**

#### **9.2 Collective Agreement - C.U.P.E. Local 550**

**Moved by** Councillor M. Skerry

**Seconded by** Councillor R. Hondas

**WHEREAS** the Collective Agreement between the City of Bathurst and C.U.P.E. Local 550 expired December 31, 2022; and

**WHEREAS** both parties reached an agreement on a new Collective Agreement for the period of January 1, 2023, to December 31, 2028.

**NOW THEREFORE BE IT RESOLVED** that the Collective Agreement between the City of Bathurst and C.U.P.E. Local 550 effective January 1, 2023, to December 31, 2028, be accepted

and that the Mayor and City Clerk be authorized to sign the necessary contract documents for and on behalf of the City.

Eight (8) Yay - Councillors Anderson, Brunet, Leblanc, Skerry, Hondas, Legacy, Knowles, and Willett

One (1) Nay - Councillor Branch

**MOTION CARRIED**

### **9.3 Appointment to Bathurst Public Library Commission**

**Moved by** Councillor D. Knowles

**Seconded by** Deputy Mayor M. Willett

**THAT** Annette Hondas be appointed to the Bathurst Public Library Commission for a first term of office expiring November 2027.

**MOTION CARRIED**

### **9.4 Appointment of Animal Control Officer**

**Moved by** Councillor J.-F. LeBlanc

**Seconded by** Councillor D. Branch

**WHEREAS** pursuant to the By-Law No. 2012-04, “A By-Law Regulating the Keeping and Controlling of Companion Animals in The City of Bathurst”, Council is authorized to appoint an Animal Control Officer; and

**THAT** Tara Steeves is authorized, designated and appointed to act for and on behalf of Council in order to properly enforce the by-law No. 2012-04; and

**THAT** the said appointment continues as long as the said person remains employed with the Animal Shelter Bathurst Inc. or that the appointment is limited or rescinded by Council.

**NOW THEREFORE BE IT RESOLVED THAT** the Bathurst City Council hereby appoints Tara Steeves as Animal Control Officer.

**MOTION CARRIED**

### **9.5 Items Discussed In-Camera**

#### **9.5.1 Sale of a Portion of Land - 730 Mount Carmel Street**

**Moved by** Councillor D. Knowles

**Seconded by** Councillor R. Hondas

**THAT** Council declare the portion of land located at 730 Mount Carmel Street (known as Buraglia Park) as surplus and approve the sale of this portion, identified by Property Identification Number 20519237, to North Shore Welding Supply Ltd. for \$458.00 plus tax. The purchaser will be responsible for all legal, subdivision, and registration fees as discussed In-Camera on November 4, 2024, under Section 68 of the *Local Governance Act* and that the Mayor and City Clerk be authorized to sign all related documents on behalf of the City.

**MOTION CARRIED**

**10. ITEMS FOR INFORMATION**

**10.1 Reports from Administration**

**10.1.1 Infrastructure Plan by Matthew Abernethy**

The City Engineer presented a preliminary 2025-2035 Infrastructure Plan, which will be developed over the next two years. The finalized plan is expected to guide the budget-setting process for the year 2027. An Asset Management Plan will be integrated in 2025, with a primary focus on roads and utility infrastructure. While the plan currently addresses major facilities, additional elements such as secondary facilities, including pumping stations and tourism-related buildings, will be incorporated once the Asset Management Plan is complete. These additions are anticipated to significantly increase infrastructure costs.

The City of Bathurst's infrastructure plan highlights the need for increased investments. The Public Works team is working diligently to maximize efficiency by performing much of the work in-house, investing in productivity-enhancing equipment, and adopting innovative project delivery methods. Despite these efforts, major utility upgrades remain beyond their capacity. As a result, the city will need to rely on expert engineering and external contractors to complete substantial improvements, bringing utility networks to an acceptable standard.

The next phase of the plan will include a more comprehensive Asset Management component. This will identify potential deficits and provide recommended funding allocations for Council's consideration.

**10.2 Reports from Committees**

There were no committee reports.

**10.3 Report from the Mayor**

There was no mayor report.

**11. ADJOURNMENT**

**Moved by** Councillor R. Hondas

**Seconded by** Councillor D. Branch

**THAT** the Regular Public Meeting be adjourned at 7:59 p.m.

**MOTION CARRIED**

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Kim Chamberlain / MAYOR

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Amy-Lynn Parker / CITY CLERK