



CITY OF BATHURST
REGULAR PUBLIC MEETING
MINUTES

December 2, 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

A. Parker, City Clerk
M. Abernethy, City Engineer
L. Foulem, Corporate Communications Manager
S. Gauvin, Treasurer
M. A. LaPlante, Assistant City Manager
D. McLaughlin, Development Officer
R. Wilbur, Director of Parks, Recreation and Tourism
C. Roy, Executive Administrator
G. Thériault, Chief of Police
M. Bouffard, Director of Municipal Planning
N. R. Rabé Harou, Junior Urban Planner
D. Lavigne, Director of Information Technology

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 18, 2024

Moved by Councillor D. Knowles
Seconded by Councillor J.-F. LeBlanc

THAT the minutes of the Regular Public Meeting dated November 18, 2024, be approved as circulated.

MOTION CARRIED

4.2 Special Public Meetings Held on November 12, 2024, November 19, 2024, and November 25, 2024

Moved by Councillor M. Skerry
Seconded by Councillor R. Hondas

THAT the minutes of the Special Public Meetings dated November 12, 2024, November 19, 2024, and November 25, 2024, be approved as circulated.

MOTION CARRIED

5. CONSENT AGENDA

There were no items under the consent agenda.

6. PUBLIC AND ADMINISTRATIVE PRESENTATIONS

No presentations were made.

7. FINANCE

7.1 2025 Budget

7.1.1 Capital Budget

7.1.1.1 General Capital Fund

Moved by Councillor D. Branch
Seconded by Councillor D. Knowles

WHEREAS Council has considered and reviewed a five-year Municipal Capital Plan.

NOW THEREFORE BE IT RESOLVED THAT the 2025 Capital Budget be approved as follows:

General Capital Fund	Engineering structures Bâtiments techniques	Equipment Équipement	Total
Roussel-O'Neil Renovations Phase 1	\$ 500,000		\$ 500,000
Storage Array - City Hall		\$ 75,000	\$ 75,000
Police Vehicle - Unmarked		\$ 65,000	\$ 65,000
Police Vehicle - Marked with Equipment		\$ 95,000	\$ 95,000
Wildland Fire Truck		\$ 275,000	\$ 275,000
Tandem Plow Truck		\$ 365,000	\$ 365,000
Tractor		\$ 360,000	\$ 360,000
Half-ton truck for parks operations (X2)		\$ 130,000	\$ 130,000
Streets - Rough Waters (route 11 to City limits)	\$ 280,000		\$ 280,000
Streets - Daniel Drive (Vanier to Ulrick and section of Riverbank street)	\$ 175,000		\$ 175,000
Streets - Little River	\$ 60,000		\$ 60,000
Streets - Ryan Road	\$ 50,000		\$ 50,000
Youghall Beach Building Upgrades	\$ 75,000		\$ 75,000
Waterfront Boardwalk	\$ 35,000		\$ 35,000
Saint Anne Crosswalk (Trails)	\$ 30,000		\$ 30,000
Heat and Energy Recovery Ventilators (HRV) Replacement	\$ 85,000		\$ 85,000
Streets - Route 134 Bridge Street	\$ 440,000		\$ 440,000
	\$ 1,730,000	\$ 1,365,000	\$ 3,095,000
Funding			
Municipal Capital Borrowing Board			\$ 665,000

MOTION CARRIED

7.1.1.2 Water and Sewer Capital Fund

**Moved by Councillor R. Hondas
Seconded by Councillor S. Legacy**

WHEREAS Council has considered and reviewed a five-year Capital Plan;
NOW THEREFORE BE IT RESOLVED THAT the 2025 Utility Capital Fund Budget be approved as follows:

Water and Sewer Capital Fund	Engineering structures Bâtiments techniques	Equipment Équipement	Total
Water			
Nepisiguit Heat Trace Replacement		\$ 60,000	\$ 60,000
East Booster Chlorinator Replacement		\$ 50,000	\$ 50,000
Chlorine Analyzers (two inline)		\$ 25,000	\$ 25,000
Butterfly Valves		\$ 30,000	\$ 30,000
Siemens PLC Replacement		\$ 40,000	\$ 40,000
Sewer			
Arc Flash Upgrades	\$ 120,000		\$ 120,000
Water & Sewer			
Tandem Tandem Dump Truck		\$ 425,000	\$ 425,000
Route 134 - Bridge Street	\$ 985,000		\$ 985,000
	\$ 1,105,000	\$ 630,000	\$ 1,735,000
Funding			
Municipal Capital Borrowing Board			\$ 1,735,000

MOTION CARRIED

7.1.1.3 Municipal Capital Borrowing Board

7.1.1.3.1 Application for Authorization

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

THAT the Municipality of the City of Bathurst submits to the Municipal Capital Borrowing Board an application for authorization to borrow money (or to guarantee the repayment of money borrowed or to enter into a lease, lease-purchase or purchase agreement) in an amount not to exceed \$2,400,000 for the following:

Purpose	Function	Amount	Term
General Capital Fund			
Engineering			
Youghall beach Building Upgrades	Recreational Services	\$ 75,000	10
Waterfront Boardwalk	Recreational Services	\$ 35,000	10
Saint-Anne Crosswalk	Transportation Services	\$ 30,000	10
Heat and Energy Recovery Ventilators (HRV)	Transportation Services	\$ 85,000	10
Route 134 - Bridge Street	Transportation Services	\$ 440,000	10
Water and Sewer Capital Fund			
Machines and Equipment			
Nepisiguit Heat Trace Replacement	Environmental Health Services	\$ 60,000	10
East Booster Chlorinator Replacement	Environmental Health Services	\$ 50,000	10
Chlorine Analyzers (two inline)	Environmental Health Services	\$ 25,000	10
Butterfly Valves	Environmental Health Services	\$ 30,000	10
Siemens PLC Replacement	Environmental Health Services	\$ 40,000	10
Engineering			
Arc Flash Upgrades	Environmental Health Services	\$ 120,000	10
Route 134 - Bridge Street	Environmental Health Services	\$ 985,000	3 - Interim
Vehicles			
Tandem Tandem Dump Truck	Environmental Health Services	\$ 425,000	10

This application is made pursuant to Section 1.1 (or Subsection 4(1) or Section 1.1 and Subsection 4(1)) of the *Municipal Capital Borrowing Act* and a resolution of the Council of the City of Bathurst on December 2, 2024.

MOTION CARRIED

7.1.1.3.2 Application

Moved by Councillor M. Skerry
Seconded by Councillor R. Hondas

THAT the Municipality of Bathurst submits to the Municipal Capital Borrowing Board an application for authorization to borrow money (or to guarantee the repayment of money borrowed or to enter into a lease, lease-purchase or purchase agreement) in an amount not to exceed \$2,400,000 for the following:

General Capital Fund	
Recreational Services	\$ 110,000
Transportation Services	\$ 555,000
Total General Capital Fund	\$ 665,000
Water and Sewer Capital Fund	
Environmental Health Services	\$ 1,735,000
Total Water and Sewer Capital Fund	\$ 1,735,000
GRAND TOTAL	\$ 2,400,000

At a rate of interest to be determined by the New Brunswick Municipal Finance Corporation at the time of issue of debentures, and not exceeding the Chartered Bank's prime lending rate of an interim bank loan, for a period not exceeding ten (10) years, by way of loan, issue of debentures or to guarantee repayment of a loan, issue of debentures or certificate of indebtedness made for a capital expense, as set forth in subsection (1) of Section (4) of the *Municipal Capital Borrowing Act*, as authorized by vote of Council of said Municipality under date of December 2, 2024.

MOTION CARRIED

7.1 2025 Budget

7.1.2 Operating Budget

7.1.2.1 General Operating Fund

While the 2025 Operating Budget includes funding for transportation services, Council requires a presentation before approving the service's implementation.

Moved by Councillor S. Legacy
Seconded by Councillor D. Branch

THAT pursuant to subsection 9(2) of the *Local Governance Act*, the total budget for the General Operating Fund for 2025 would consist of total revenues of \$38,714,335 and total expenditures of \$38,714,335 and that it be approved as follows:

REVENUES		
Property Tax Warrant	Mandat d'impôt foncier	\$ 28,100,120
Community Funding and Equalization Grant	Subvention de financement et de péréquation communautaire	\$ 3,276,368
Local Taxes	Taxes Locales	\$ 250,000
Services Provided to Other Governments	Services rendus à d'autres gouvernements	\$ 2,491,810
Sales of Services	Ventes de services	\$ 949,478
Other Revenue from Own Sources	Autres revenus - Propre sources	\$ 708,860
Other government transfers	Autres transferts gouvernementaux	\$ 800,500
Other Transfers	Autres transferts	\$ 2,137,199
TOTAL REVENUES		\$ 38,714,335
EXPENDITURES		
General Government Services	Services gouvernementaux généraux	\$ 6,809,408
Protective Services	Services de protection	\$ 12,716,956
Transportation Services	Services de transport	\$ 6,739,119
Environmental Health Services	Services d'hygiène du milieu	\$ 639,315
Environmental Development Services	Service de développement environnemental	\$ 2,330,223
Recreational and Cultural Services	Services récréatifs et culturels	\$ 4,541,172
Fiscal Services	Services Financiers	\$ 4,923,142
Other Services	Autres Services	\$ 15,000
TOTAL EXPENSES		\$ 38,714,335
SURPLUS (DEFICIT)	SURPLUS (DÉFICIT)	\$ -

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

One (1) Nay - Councillor Branch

MOTION CARRIED

7.1.2.2 Utility Operating Fund

Moved by Councillor R. Hondas

Seconded by Councillor J.-F. LeBlanc

THAT pursuant to subsection 117(4) of the *Local Governance Act*, the total budget for Water & Wastewater Utility for 2025 would consist of total revenues of \$8,148,917 and total expenditures of \$8,148,917 and that it be approved as follows:

REVENUES		
Sale of Services	Vente de services	\$ 7,373,370
Other Revenue from Own Sources	Autres revenus - Propres sources	\$ 748,583
Other Government Transfers	Autres transferts gouvernementaux	\$ -
Other Transfers	Autres transferts	\$ 26,964
TOTAL REVENUES		\$ 8,148,917
EXPENDITURES		
Environmental Health Services	Services d'hygiène environnementale	\$ 5,556,166
Fiscal Services	Services Financiers	\$ 2,592,751
TOTAL EXPENSES		\$ 8,148,917
SURPLUS (DEFICIT)	SURPLUS (DÉFICIT)	\$ -

MOTION CARRIED

7.1.2.3 Warrant of Assessment

Moved by Councillor D. Knowles
Seconded by Councillor S. Legacy

WHEREAS Council approved the sum of \$38,714,335 as the total General Operating Budget of the Municipality; and

WHEREAS the sum of \$7,337,847 represents Non-Tax Revenue; and

WHEREAS the sum of \$3,276,369 represents the sum of the Community Funding and Equalization grant; and

WHEREAS the sum of \$28,100,120 represents the warrant of the Municipality; and

WHEREAS the tax rates for Bathurst be listed as follows:

Taxing Authorities (#)	Residential Assessment	Non-Residential Assessment	Heavy Industrial Assessment	Tax Base	Warrant	Residential Rate	Non-Residential Rate	Heavy Industrial Rate
962.01	86,454,600	250,700	0	86,880,790	\$787,488	0.9064	1.5409	1.5409
962.02	130,957,400	11,720,400	0	150,882,080	\$1,327,762	0.8800	1.4960	1.4960
962.03	1,104,010,200	221,534,800	0	1,480,619,360	\$25,964,870	1.7550	2.9835	2.9835
	1,321,422,200	233,505,900	-	1,718,382,230	\$28,100,120			

NOW THEREFORE BE IT RESOLVED that council orders and directs the levying by the Minister of Environmental and Local Governments of said amount on real property liable to taxation under the *Assessment Act* within the City of Bathurst.

MOTION CARRIED

7.1.3 Modification of Schedule "A" of By-Law 2024-01 A By-Law Respecting Water and Sewer Services and Charges in the City of Bathurst

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

WHEREAS By-Law 2024-01, "*A By-Law Respecting Water and Sewer Services and Charges in the City of Bathurst*," includes Schedule A, which outlines water and sewer service rates; and

WHEREAS it is necessary to update Schedule A to reflect the revised rates for 2025;

BE IT RESOLVED THAT:

1. Schedule A of By-Law 2024-01 be amended to revise the schedule of water charges, sections (1) and (2), and the schedule of sanitary sewerage charges, section (1) to reflect an increase of 2%; and
2. The updated Schedule A shall come into effect on January 1, 2025.

MOTION CARRIED

7.2 Transfer from General Operating Fund to General Operating Reserve

Moved by Councillor D. Branch
Seconded by Councillor M. Skerry

BE IT RESOLVED that Council authorizes a transfer of \$40,000 from the General Operating Fund to the General Operating Reserve Fund.

MOTION CARRIED

7.3 Transfer from Utility Operating Fund to Utility Capital Reserve Fund - Sewage Lift Stations 1 and 8

Moved by Councillor S. Legacy
Seconded by Councillor D. Knowles

WHEREAS the City of Bathurst received funding under the Canada-New Brunswick Building Canada Fund for the construction of two sewage lift stations; and

WHEREAS under the Agreement, a Replacement Reserve Fund shall be maintained for future replacement of various items, which amount has been determined to be \$13,500 annually.

NOW THEREFORE BE IT RESOLVED THAT an amount of \$13,500 be transferred from the Utility Operating Fund to Utility Capital Reserve Fund.

MOTION CARRIED

7.4 Transfer from Utility Operating Fund to the Utility Capital Reserve Fund - Expansion of the Water Treatment Plant

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

WHEREAS the City of Bathurst received funding under the Canada-New Brunswick Building Canada Fund for a major upgrade and expansion of the Water Treatment Plant; and

WHEREAS under the Agreement, a Replacement Reserve Fund shall be maintained for future replacement of various items, which amount has been determined to be \$17,000 annually.

NOW THEREFORE BE IT RESOLVED THAT an amount of \$17,000 be transferred from the Utility Operating Fund to Utility Capital Reserve Fund.

MOTION CARRIED

7.5 Transfer from Utility Operating Fund to the Utility Capital Reserve Fund - Youghall and Queen Elizabeth Drives

Moved by Councillor M. Skerry
Seconded by Councillor S. Legacy

WHEREAS the City of Bathurst received funding under the Municipal Rural Infrastructure Fund for the connection of residences to the City's water distribution system and the wastewater treatment system for Youghall and Queen Elizabeth Drives; and

WHEREAS under the Agreement, a Replacement Reserve Fund shall be maintained for future replacement of various short life items, which amount has been determined to be \$10,000 annually.

NOW THEREFORE BE IT RESOLVED THAT an amount of \$10,000 be transferred from the Utility Operating Fund to Utility Capital Reserve Fund.

MOTION CARRIED

7.6 Transfer from Utility Operating Fund to the Utility Capital Reserve Fund - Bayshore and Carron Drives

Moved by Councillor D. Knowles

Seconded by Deputy Mayor M. Willett

WHEREAS the City of Bathurst received funding under the Municipal Rural Infrastructure Fund for the connection of residences to the City's water distribution system and the wastewater treatment system for Bayshore and Carron Drives; and

WHEREAS under the Agreement, a Replacement Reserve Fund shall be maintained for future replacement of various short life items, which amount has been determined to be \$6,000 annually.

NOW THEREFORE BE IT RESOLVED THAT an amount of \$6,000 be transferred from the Utility Operating Fund to Utility Capital Reserve Fund.

MOTION CARRIED

8. MUNICIPAL BY-LAWS

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

8.1.1 Second Reading of By-Law 2024-11Z

Moved by Councillor J.-F. LeBlanc

Seconded by Councillor M. Skerry

THAT By-Law 2024-11Z, entitled "A By-Law to Amend By-Law 2008-01 Entitled the City of Bathurst Zoning By-Law" be read for the second time (by title).

MOTION CARRIED

9. DRAFT RESOLUTIONS

10. ITEMS FOR INFORMATION

10.1 Reports from Administration

10.1.1 2025 Budget Summary by Sonia Gauvin, City Treasurer

The City Treasurer provided a summary of the 2025 budget, and the Budget Overview is available on the City's website.

10.2 Reports from Committees

There were no committee reports.

10.3 Report from the Mayor

The Christmas parade is scheduled for Saturday, December 7, at 6 p.m.

In her remarks, the mayor sincerely thanked the Council and City staff, emphasizing their dedication and collaboration in balancing the 2025 budget.

The province is willing to meet to discuss matters related to the Old Mill Site.

11. ADJOURNMENT

Moved by Councillor R. Hondas

Seconded by Councillor J.-F. LeBlanc

THAT the Regular Public Meeting be adjourned at 7:32 p.m.

MOTION CARRIED

Kim Chamberlain / MAYOR

Amy-Lynn Parker / CITY CLERK