



CITY OF BATHURST
REGULAR PUBLIC MEETING
MINUTES

December 16, 2024
6:30 p.m.
Council Chambers - City Hall

Recording of Attendance	Mayor K. Chamberlain Councillor P. Anderson Councillor D. Branch Councillor D. Knowles Councillor J.-F. LeBlanc Councillor S. Legacy Councillor M. Skerry Deputy Mayor M. Willett
Absent	Councillor S. Brunet Councillor R. Hondas
Appointed Officials	T. Pettigrew, Chief Administrative Officer A. Parker, City Clerk M. Abernethy, City Engineer L. Foulem, Corporate Communications Manager C. Roy, Executive Administrator M-È. Désilets, Deputy Treasurer

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

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

THAT the Agenda be approved as presented with an additional item 9.9 Public Transportation.

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 December 2, 2024

Moved by Councillor M. Skerry
Seconded by Councillor J.-F. LeBlanc

THAT the minutes of the Regular Public Meeting dated December 2, 2024, be approved as circulated.

MOTION CARRIED

4.2 Special Public Meeting Held on December 9, 2024

Moved by Deputy Mayor M. Willett
Seconded by Councillor S. Legacy

THAT the minutes of the Special Public Meeting dated December 9, 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 Public Transportation by the Chaleur Regional Service Commission

The Chaleur Regional Service Commission (CRSC) has been assigned the mandate for public transportation in the region. The Transportation Coordinator Jessica Poirier provides an overview of the CRSC's public transportation three-year pilot project.

1. Project Overview

- **Objective:** Initiate a Phase 1 pilot project for a public bus service.
- **Key Actions:**
 - Purchase three 20-seater commercial minibuses
 - Launch service in Bathurst
 - Phase 2 to focus on regional expansion

2. Implementation Committee

- Members will include:
 - Municipal administration
 - Police services
 - Fire services
 - Public works
 - Other relevant stakeholders

3. Service Itinerary and Stops

- **Route Design:** Fixed line connecting residential areas to key travel points such as:

- CCNB
- Hospital
- Grocery stores and pharmacies
- Medical clinics and government services
- **Bus Stop Features:**
 - Accessible within a 5-10 minute walk from served areas
 - Stops near intersections and points of interest
 - Spacing: 300-500 meters, maximum 1 kilometer
- 4. **Signage and Accessibility**
 - Clear signage for embarkation/disembarkation points
 - Bus shelters at high-traffic stops
- 5. **Proposed Service Scenario**
 - Operating six days a week for 12 hours daily
- 6. **Pricing Structure**
 - **Fare:** \$3.50 per trip
 - Discounted multi-purchase cards to promote accessibility
- 7. **Logistics and Team Structure**
 - Managed by the CRSC with community and public transport coordination
 - Staffing includes:
 - Manager
 - Dispatcher
 - Full-time and part-time drivers
 - **Start Date:** Fall 2025, contingent on equipment supply
- 8. **Financial Overview**
 - **Revenue and Expenses:**
 - Total revenues for 2025: \$325,335
 - Expenses for 2025: \$407,708
 - Municipal contribution for 2025: \$82,373 (Breakdown: \$17,674 for community transportation, \$64,699 for bus services)
 - Federal and provincial funding:
 - Federal program: 80%

- RDC: 10%
- Other community members to reimburse Bathurst for the remaining 10% asset cost upon joining

9. **Next Steps and Questions**

- Finalize logistics and implementation timeline
- Coordinate committee meetings to oversee Phase 1 operations
- Address open questions from stakeholders

Representatives from the Chaleur Region Multicultural Association, Vitalité, and CNIB highlight the importance of public transportation and its impact on residents.

7. **FINANCE**

7.1 **Accounts Payable Totals for November 2024**

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

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

Operating - \$1,069,458

Capital - \$86,363

Total - \$2,543,253

MOTION CARRIED

7.2 **Transfer from General Operating Fund to General Operating Reserve**

Moved by Councillor M. Skerry
Seconded by Councillor J.-F. LeBlanc

BE IT RESOLVED that Council authorizes a transfer of \$400,000 from the General Operating Fund to the General Operating Reserve Fund.

MOTION CARRIED

7.3 **Transfer from Utility Operating Fund to Utility Operating Reserve**

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

BE IT RESOLVED that Council authorizes a transfer of \$200,000 from the Utility Operating Fund to the Utility Operating Reserve Fund.

MOTION CARRIED

7.4 **Transfer from Utility Operating Fund to Utility Capital Reserve**

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

BE IT RESOLVED that Council authorizes a transfer of \$200,000 from the Utility Operating Fund to the Utility Capital Reserve Fund.

MOTION CARRIED

7.5 Bathurst Aquatic Centre

7.5.1 Additional Operating Subsidy

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

BE IT RESOLVED that an additional operating subsidy in the amount of \$100,000 be disbursed to the Bathurst Aquatic Centre for the year 2024.

MOTION CARRIED

7.5.2 Conditional Grant for Repayment

Moved by Councillor M. Skerry
Seconded by Councillor J.-F. LeBlanc

BE IT RESOLVED that Council approve a conditional grant in the amount of \$55,800, plus any applicable closing interest, to repay the remainder of the retrofit loan for the Bathurst Aquatic Centre during the year 2024.

MOTION CARRIED

7.5.3 Conditional Grant

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

BE IT RESOLVED that a conditional grant of \$80,000 be awarded to the Bathurst Aquatic Centre in 2024 for the capital purchase of a new heating, ventilation, and air conditioning (HVAC) system, as well as boiler upgrades.

MOTION CARRIED

7.5.4 Subsidy

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

WHEREAS members of Council agree to provide financial support to the Bathurst Aquatic Centre to assist with operational expenses; and

WHEREAS members of the administration of the Bathurst Aquatic Centre must agree to provide reasonable financial information to the City of Bathurst upon request; and

WHEREAS the City will be receiving a budgeted amount of \$208,558 from its regional municipalities.

BE IT RESOLVED THAT a subsidy in the amount of \$630,000 be disbursed to the Bathurst Aquatic Centre for the year 2025.

MOTION CARRIED

8. MUNICIPAL BY-LAWS

9. DRAFT RESOLUTIONS

9.1 2024 Grants Distribution

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

THAT council approve the distribution of \$15,000 between Cité de l'Amitié, Terry Fox Elementary, Parkwood Elementary School, and Académie Assomption based on student population.

MOTION CARRIED

9.2 Appointments to Committees and Commissions

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

THAT the Commissions and Committees appointments be approved as follows:

Commission	Council / Conseil	Administration
Bathurst Aquatic Centre Commission	Stephen Legacy	Ryan Wilbur
Bathurst Public Library Commission	Rickey Hondas	Monique Nowlan
Daly Point Nature Reserve	Jean-François LeBlanc	Lisa Noel Matthew Abernethy

Administration Committees	Council / Conseil	Administration
Bathurst Sports Hall of Fame	Rickey Hondas	Jacob Button
Business Development Committee (Municipal Growth and Economic Development)	Stephen Brunet Michael Willett Penny Anderson	Todd Pettigrew Chris Legacy Amy-Lynn Parker Matthew Abernethy Donald McLaughlin Marc-André LaPlante
Emergency Measures Organization (EMO)	Kim Chamberlain Darryl Branch Michael Willett Stephen Legacy	Department Heads

Planning Advisory Committee (PAC)	Penny Anderson	Donald McLaughlin
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Ad Hoc Committees	Council / Conseil	Administration
Dangerous and Unsightly Premises Appeal Board	Dale Knowles	Donald McLaughlin
Grant Committee	Stephen Brunet Mike Skerry Jean-François LeBlanc	Amy-Lynn Parker
Regional Water Service	Rickey Hondas Dale Knowles	Matthew Abernethy Sonia Gauvin Todd Pettigrew Marc-André LaPlante
Titan Working Committee	Penny Anderson Kim Chamberlain Rickey Hondas Darryl Branch	Todd Pettigrew Ryan Wilbur Marc-André LaPlante

Community Liaison Committees	Council / Conseil	Administration
Bathurst Advisory Committee for Persons with Disabilities	Darryl Branch	Matthew Abernethy
Bathurst Art Society	Stephen Brunet	
Bathurst Heritage Trust Commission	Stephen Brunet	Matthew Abernethy
Bathurst, NB Trails	Mike Skerry	Andrew MacLaggan
Coronation Park Committee	Penny Anderson	Andrew MacLaggan Nat Bepperling
Downtown Bathurst Revitalization Corporation	Stephen Legacy	Chris Legacy Ryan Wilbur
North Tetagouche Recreation Center	Mike Skerry	Operations Staff
Youth Council	Stephen Legacy	Amy-Lynn Parker

AFMNB – ASSOCIATION FRANCOPHONE DES MUNICIPALITÉS DU NOUVEAU-BRUNSWICK			
	Council Representative Représentant(e) du conseil	Atlernate Suppléant(e)	City Representative Représentant(e) de la ville
Executive Committee (1) Comité exécutif (1)	Kim Chamberlain	Deputy Mayor / Maire-adjoint	Marc-André LaPlante

REGIONAL SERVICE COMMISSION - COMMISSION DE SERVICES RÉGIONAUX			
	Council Representative Représentant(e) du conseil	Atlernate Suppléant(e)	City Representative Représentant(e) de la ville
Member / Membre (1)	Kim Chamberlain Michael Willett		Chris Legacy Todd Pettigrew

UMNB – THE UNION OF THE MUNICIPALITIES OF NOUVEAU-BRUNSWICK			
	Council Representative Représentant(e) du conseil	Atlernate Suppléant(e)	City Representative Représentant(e) de la ville
Executive Committee (2) Comité exécutif (2)	Jean-François LeBlanc	Kim Chamberlain	Todd Pettigrew

MOTION CARRIED

9.3 Payment of Invoice – TownSuite

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

THAT members of Council authorize a payment of \$131,792.42, plus tax to TownSuite for the 2025 Annual Subscription invoice.

MOTION CARRIED

9.4 P004-24 Animal Control Services

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

THAT Proposal P004-24 for Animal Control Services be awarded to Animal Shelter (Bathurst) Inc. for the amounts of \$137,715.50 in 2025, \$141,846.96 in 2026, and \$146,102.37 in 2027, for a total of \$425,664.83 plus tax.

MOTION CARRIED

9.5 T012-24 St. Anne Street Upgrades 2025

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

THAT tender T012-24 St. Anne Street Upgrades 2025 be awarded to LCL Excavation for a total of \$4,100,610.00 plus tax.

MOTION CARRIED

9.6 Lease Renewals - Promenade Waterfront

Moved by Deputy Mayor M. Willett

Seconded by Councillor D. Knowles

THAT the leases at the Promenade Waterfront for the following businesses be renewed for 2025:

- Bathurst Art Society
- Caress Aesthetic
- Frostbites
- Juanita's Creations & Alterations
- R and J Boulangerie Artisanale
- Out of the Closet Boutique; and

THAT the Mayor and City Clerk be authorized to sign all related documents on behalf of the City.

MOTION CARRIED

9.7 P2023-02 - Policy on Attending Municipal Related Conferences, Boards, Committees and Commissions, Professional Development, and Social Activities

Moved by Councillor M. Skerry

Seconded by Councillor J.-F. LeBlanc

WHEREAS City Council wishes to ensure adequate representation and provide all Council members an equal opportunity; and

WHEREAS it is the policy of the City of Bathurst to reimburse elected officials who are required to travel on City business.

BE IT THEREFORE RESOLVED that members of Council approve the modification of policy P2023-02 entitled Policy on Attending Municipal Related Conferences, Boards, Committees, and Commissions, Professional Development, and Social Activities, as attached hereto.

MOTION CARRIED

9.8 Items Discussed In-Camera

9.8.1 Lease Agreement - Old Post Office

Moved by Councillor D. Knowles

Seconded by Councillor D. Branch

THAT Council members approve the lease agreement between Old Bathurst Post Office Preservation Project Ltd. and the City of Bathurst as discussed in camera on December 9, 2024, pursuant to 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

9.9 Public Transportation

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

THAT members of Council for the City of Bathurst support proceeding with public transportation services through the Regional Service Commission.

MOTION POSTPONED

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

THAT the vote be postponed until Council has received the requested reports.

Four (4) - Yay: Councillors Legacy, Branch, Anderson and Skerry

Three (3) - Nay: Councillors Knowles, Willett and Leblanc

MOTION CARRIED

10. ITEMS FOR INFORMATION

10.1 Reports from Administration

There were no administration reports.

10.2 Reports from Committees

There were no committee reports.

10.3 Report from the Mayor

The municipality has not received official communication regarding the sale and relocation of the Acadie-Bathurst Titan and will withhold comment until reports are confirmed by the Titan organization or the Québec Maritimes Junior Hockey League.

The City of Bathurst invites the public to a Community Engagement Session on homelessness services on December 18, 2024, from 6 p.m. to 8 p.m. at the K.C. Irving Regional Center.

The City welcomes the expansion of the warming center and provincial plans to establish a permanent shelter and warming center. While homelessness is a provincial mandate, Bathurst is committed to collaborating with partners to provide a safe environment and resources for its most vulnerable citizens.

11. ADJOURNMENT

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

THAT the Regular Public Meeting be adjourned at 8:08p.m.

MOTION CARRIED

Kim Chamberlain / MAYOR

Amy-Lynn Parker / CITY CLERK