



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

**October 6, 2025**  
**6:30 p.m.**  
**Council Chambers - City Hall**

**Recording of Attendance**

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

**Appointed Officials**

A. Parker, City Clerk  
L. Foulem, Corporate Communications Manager  
S. Gauvin, Treasurer  
M. A. LaPlante, Assistant City Manager  
N. R. Rabé Harou, Junior Urban Planner  
M. Bouffard, Director of Municipal Planning  
C. Kenny, Fleet Supervisor

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

**Moved by** Councillor R. Hondas

**Seconded by** Councillor M. Skerry

**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 Special Public Meeting Held on September 11, 2025**

**Moved by** Councillor D. Branch

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

**THAT** the minutes of the Special Public Meeting dated September 11, 2025, be approved as circulated.

**MOTION CARRIED**

#### **4.2 Regular Public Meeting Held on September 15, 2025**

**Moved by** Councillor M. Willett

**Seconded by** Councillor D. Branch

**THAT** the minutes of the Regular Public Meeting dated September 15, 2025, be approved as circulated.

**MOTION CARRIED**

### **5. CONSENT AGENDA**

### **6. PUBLIC AND ADMINISTRATIVE PRESENTATIONS**

#### **6.1 Bathurst Professional Firefighters Association (IAFF 5283) Fundraiser by Alexandre Gallant**

The Bathurst Firefighter Association announced that it is hosting a fundraiser in recognition of Breast Cancer Awareness Month. Custom T-shirts are being sold for \$30 each, with all proceeds donated to the Chaleur Regional Hospital Foundation to support breast cancer patients in the community. The Association encourages everyone to wear pink, show their support, and stand in solidarity with those affected by breast cancer. Councillor Anderson offered to contribute \$1,000 from her discretionary fund to purchase t-shirts.

### **7. FINANCE**

#### **7.1 Resolution to Amend Accounts Payable Approval (September 15, 2025)**

**Moved by** Deputy Mayor D. Knowles

**Seconded by** Councillor S. Legacy

**WHEREAS** on September 15, 2025, Council approved the following resolution:

*"THAT the accounts payable totals, including payroll, for the month of August 2025 be approved as follows:*

*Operating – \$960,722*

*Capital – \$921,692*

*Total – \$4,506,825"; and*

**WHEREAS** it has since been determined that the total amount was recorded in error;

**NOW THEREFORE BE IT RESOLVED THAT** the resolution passed on September 15, 2025, be amended to reflect the correct total as follows:

Operating – \$960,722

Capital – \$921,692

Total – \$3,506,825

**MOTION CARRIED**

## 7.2 Application for Financing

**Moved by** Councillor P. Anderson  
**Seconded by** Councillor D. Branch

**WHEREAS** the City of Bathurst has received authorization by the Municipal Capital Borrowing Board to obtain funding for capital expenses by way of a loan or by the issue or sale of debentures to the New Brunswick Municipal Finance Corporation for an amount not exceeding \$808,000;

**NOW THEREFORE BE IT RESOLVED** that the Treasurer and Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of the City of Bathurst debenture in the principal amount of \$808 000 on such terms and conditions as are recommended by the New Brunswick Finance Corporation; and

**BE IT FURTHER RESOLVED** that the Municipality of the City of Bathurst agrees to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture, as authorized by vote of the Council of said Municipality of the City of Bathurst at the Regular Public Meeting of October 6, 2025.

### *Schedule 1*

#### APPLICATION FOR FINANCING

##### General Fund

<u>Ministerial Order Number</u>	<u>Date of Ministerial Order</u>	<u>Date of Council's Resolution authorizing Application to the MCBB</u>	<u>Purpose by Function</u>	<u>Amount in Dollars</u>	<u>Term for each Amount</u>
MO22-0058	Aug-22-2022	Jan-17-2022	Transportation Services	518,000	10
MO23-0002	Jan-9-2023	Nov-21-2022	Protective Services	70,000	5
MO23-0002	Jan-9-2023	Nov-21-2022	Protective Services	70,000	5
				<u>658,000</u>	

##### Utility Fund

<u>Ministerial Order Number</u>	<u>Date of Ministerial Order</u>	<u>Date of Council's Resolution authorizing Application to the MCBB</u>	<u>Purpose by Function</u>	<u>Amount in Dollars</u>	<u>Term for each Amount</u>
MO23-0002	Jan-9-2023	Nov-21-2022	Environmental Health Services	150,000	10
				<u>150,000</u>	

**TOTAL DEBENTURE REQUEST** 808,000

**MOTION CARRIED**

## 8. MUNICIPAL BY-LAWS

### 8.1 Proposed Zoning By-Law Amendments

### **8.1.1 Third Reading of By-Law 2025-07Z**

**Moved by** Councillor S. Legacy

**Seconded by** Councillor D. Branch

**THAT** By-Law 2025-07Z, entitled "A By-Law to Amend By-Law 2008-01 Entitled the City of Bathurst Zoning By-Law" be read for the third time (by title).

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

One (1) - Nay: Councillor Brunet

**MOTION CARRIED**

## **8.2 Establishing the Composition of Council and Determining the Local Governance System of the City of Bathurst**

### **8.2.1 Third Reading of By-Law 2025-05**

**Moved by** Councillor M. Willett

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

**THAT** By-Law 2025-05, entitled "Establishing the Composition of Council and Determining the Local Governance System of the City of Bathurst" be read for the third time (by title).

**MOTION CARRIED**

## **9. DRAFT RESOLUTIONS**

### **9.1 T003-25 Electrical Van with Aerial Lift**

**Moved by** Councillor S. Legacy

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

**THAT** tender T003-25 Electrical Van with Aerial Lift be awarded to Hatheway Ltd of Bathurst, New Brunswick for a total of \$155,873 plus tax.

**MOTION CARRIED**

### **9.2 Appointment of Animal Control Officer**

**Moved by** Councillor R. Hondas

**Seconded by** Councillor S. Brunet

**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** Tracy Collins 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 Tracy Collins as Animal Control Officer.

**MOTION CARRIED**

**9.3 Council Resolution to Amend the Zoning By-Law Pursuant to Section 111 of the Community Planning Act**

**9.3.1 1058 Roy Lane**

**Moved by** Councillor M. Skerry

**Seconded by** Deputy Mayor D. Knowles

**WHEREAS** the City of Bathurst proposes to amend By-Law 2008-01 entitled “The City of Bathurst Zoning By-Law” as follows:

Allow the development of a mini home on the property located at 1058 Roy Lane and bearing PID 20931325.

**BE IT RESOLVED THAT**

1. By-laws amending the Zoning By-law be drafted for this purpose,
2. The City Clerk, acting on behalf of the Council, see that the public notice prescribed in section 111 of the *Community Planning Act* is posted on the municipality’s website to announce the Council’s intention, the day and place for the consideration of objections to the proposed by-laws,
3. The council request in writing the written views of the Planning Advisory Committee on the proposed amendments, and
4. Consideration of objections to the proposed by-laws take place at 6:30 p.m. on November 3, 2025, in the Council Chambers,
5. In accordance with subsection 114(1) of the *Community Planning Act*, development in the area affected by this proposed by-law is prohibited until the by-law becomes valid or fails to become valid.

**MOTION CARRIED**

**10. ITEMS FOR INFORMATION**

**10.1 Reports from Administration**

None

**10.2 Reports from Committees**

None

**10.3 Report from the Mayor**

The Mayor and several Councillors attended the Union of Municipalities of New Brunswick Annual General Meeting last weekend.

**11. ADJOURNMENT**

**Moved by** Councillor R. Hondas

**Seconded by** Councillor S. Legacy

**THAT** the Regular Public Meeting be adjourned at 7:05 p.m.

**MOTION CARRIED**

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Kim Chamberlain / MAYOR

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Amy-Lynn Parker / CITY CLERK