



CITY OF BATHURST
REGULAR PUBLIC MEETING
MINUTES

December 15, 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

T. Pettigrew, CAO
A. Parker, City Clerk
M. Abernethy, City Engineer
L. Foulem, Corporate Communications Manager
M. A. LaPlante, Assistant City Manager
C. Roy, Executive Administrator
G. Theriault, Chief of Police
R. Wilbur, Director of Parks, Recreation and Tourism
M.-E. Désilets, Deputy Treasurer

1. MOMENT OF REFLECTION / TERRITORIAL ACKNOWLEDGMENT

2. ADOPTION OF AGENDA

Moved by Councillor D. Branch
Seconded by Councillor 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 December 1, 2025

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

THAT the minutes of the Regular Public Meeting dated December 1, 2025, be approved as circulated.

MOTION CARRIED

5. CONSENT AGENDA

6. PUBLIC AND ADMINISTRATIVE PRESENTATIONS

6.1 Downtown Bathurst Revitalization Corporation (DBRC) 2026 Donation Request

The Downtown Bathurst Revitalization Corporation (DBRC) provided information regarding the proposed lighting of the Maple Leaf at Canada 150 Park. They confirmed that approval was received from the Community Investment Fund in the amount of \$7,500; however, a funding shortfall of \$8,253 remains. DBRC is requesting a commitment of \$5,000 from the City for 2026 and indicated that a decision is required by January 23, 2026. Council expressed no objections to the request, and a resolution will be brought forward for consideration at the regular public meeting in January.

7. FINANCE

7.1 Accounts Payable Totals for November 2025

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

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

- Operating - \$2,588,564
- Capital - \$1,305,148
- Total - \$5,273,778

MOTION CARRIED

7.2 Transfer from General Operating Fund to General Operating Reserve Fund

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

BE IT RESOLVED THAT Council authorizes a transfer of \$561,000 from the General Operating Fund to the General Operating Reserve Fund.

MOTION CARRIED

7.3 Transfer from Utility Operating Fund to Utility Operating Reserve Fund

Moved by Councillor S. Brunet
Seconded by Councillor J.-F. LeBlanc

BE IT RESOLVED THAT Council authorizes a transfer of \$50,000 from the Utility Operating Fund to the Utility Operating Reserve Fund.

MOTION CARRIED

7.4 Transfer from Utility Operating Fund to Utility Capital Reserve Fund

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

BE IT RESOLVED THAT Council authorizes a transfer of \$300,000 from the Utility Operating Fund to Utility Capital Reserve Fund.

MOTION CARRIED

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

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

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

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

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

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 the Utility Capital Reserve Fund.

MOTION CARRIED

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

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

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 the Utility Capital Reserve Fund.

MOTION CARRIED

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

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

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 the Utility Capital Reserve Fund.

MOTION CARRIED

7.9 Addition of Capital Project for 2025

Moved by Councillor M. Willett
Seconded by Councillor P. Anderson

BE IT RESOLVED THAT Council approve the addition of the McFlurry Monument as a new Capital Project for the 2025 fiscal year, in the amount of \$100,000.

MOTION CARRIED

8. MUNICIPAL BY-LAWS

8.1 Proposed By-Law 2025-09 entitled "A By-Law to Approve the 2026 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst"

8.1.1 Third Reading of By-Law 2025-09

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

THAT by-Law 2025-09, entitled "A By-Law to Approve the 2026 Budget of the Downtown Revitalization Corporation and to Establish a Special Business Improvement Area Levy in the City of Bathurst" be read for the third time (by title).

MOTION CARRIED

9. DRAFT RESOLUTIONS

9.1 Lease Renewals - Promenade Waterfront

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

THAT the leases at the Promenade Waterfront for the following businesses be renewed for 2026:

- 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

9.2 Distribution of Donation Received from Campbell Amusements Ltd. for 2025

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

WHEREAS Campbell Amusements Ltd. donated \$4,000 to the City of Bathurst; and

WHEREAS the donation is to be distributed as per specifications determined by the donator.

BE IT RESOLVED THAT the following Minor Sports Associations will each receive a cheque in the amount of \$400:

- Club Tennis Chaleur;
- Bathurst Minor Baseball;
- Bathurst Minor Basketball;
- Jackrabbit Ski Club;
- Bathurst Curling Club - Little Rocks/Junior Program;

- Skate Bathurst;
- Bathurst Minor Hockey;
- Bathurst Fudoshin Judo Club;
- Blast Swim Club;
- Club de Lutte Acadie Bathurst - Youth Group

MOTION CARRIED

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

Moved by Councillor D. Branch

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

9.4 Memorandum of Understanding - Chaleur Regional Service Commission (CRSC)

Moved by Councillor R. Hondas

Seconded by Councillor S. Legacy

WHEREAS the Chaleur Regional Service Commission (CRSC) has requested and obtained permission from the Department of Transportation and Infrastructure of the Government of New Brunswick (DTI) to install 28 to 40 transitional housing units on PID 01467687; and

WHEREAS the CRSC has requested the assistance of the City of Bathurst with regard to certain aspects of the project; and

WHEREAS the City of Bathurst is willing to enter into this Agreement with the CRSC;

BE IT THEREFORE RESOLVED THAT Council members approve the Memorandum of Understanding between the Chaleur Regional Service Commission and the City of Bathurst and that the Mayor and City Clerk be authorized to sign all related documents on behalf of the City

MOTION CARRIED

9.5 Lease Agreement - Chaleur Regional Service Commission (CRSC)

Moved by Councillor D. Branch

Seconded by Councillor J.-F. LeBlanc

THAT Council members approve the lease agreement between Chaleur Regional Service Commission (CRSC) and the City of Bathurst and that the Mayor and City Clerk be authorized to sign all related documents on behalf of the City.

MOTION CARRIED

9.6 Axon Multi-Year Contract

Moved by Councillor M. Skerry

Seconded by Councillor R. Hondas

WHEREAS Axon has been supplying the Bathurst Police Force with body-worn cameras, in-car video and audio systems, and interview room audio-video systems for a number of years; and

WHEREAS Axon is the only provider capable of supplying equipment that is adequate and compatible with systems used by other stakeholders within the Province; and

WHEREAS Axon is able to provide up-to-date equipment throughout the duration of the contract period, as well as timely replacements when required and on short notice;

NOW THEREFORE BE IT RESOLVED THAT the Council of the City of Bathurst authorize entering into a ten-year contract with Axon for the continued provision, maintenance, and support of police audio-video equipment, at a cost of \$179,121.85 plus tax in 2026 and \$175,694.77 plus tax per year from 2027 to 2035, for a total of \$1,760,374.78 plus taxes over the ten-year period.

MOTION CARRIED

10. ITEMS FOR INFORMATION

10.1 Reports from Administration

None

10.2 Reports from Committees

10.2.1 Co-Action Update by Councillor Legacy

Councillor Legacy provided an update on the Co-Action program. Several changes were noted, particularly regarding graduations and increased student participation. The youth initiative is for teens by teens. The “Adopt-a-Teen” component remains anonymous and provides sponsored gifts to teens in need. They also took part in the Santa Claus parade. Council praised their initiative.

10.3 Report from the Mayor

The Mayor presented her year-end report highlighting key achievements and progress made during 2024 and 2025. She reported strong residential development growth, significant progress at the former mill site, and continued activity in the commercial and industrial sectors.

The Mayor also highlighted the adoption of a three-year strategic plan, ongoing efforts to rebrand the City with a launch planned for 2026, and the scheduled launch of public transit services in January 2026.

From a financial perspective, the Mayor noted the significant reduction in the municipality's net debt and the provision of grants supporting various community sectors. Major investments in road infrastructure were also outlined.

The Mayor thanked Council, municipal staff, and the community for their continued collaboration and commitment.

11. ADJOURNMENT

Moved by Councillor R. Hondas

Seconded by Councillor J.-F. LeBlanc

THAT the Regular Public Meeting be adjourned at 7:07 p.m.

MOTION CARRIED

Kim Chamberlain / MAYOR

Amy-Lynn Parker / CITY CLERK