

**TOWN OF SHEDIAC**  
**REGULAR MEETING OF COUNCIL**  
**MINUTES**

January 22, 2024  
6 PM  
COUNCIL CHAMBERS

Present: Roger Caissie, Mayor  
Sylvie Collette-Boudreau  
Patricia Bourque-Chevarie  
Paul Boudreau  
Jean-Claude Bertin  
Germaine Gallant  
Émile O'Brien  
Peter Breau  
Janice Cormier  
Roland Cormier  
Joël Despres  
Harry McInroy  
Murray Lloyd

Non-voting Members Present: Victor Boudreau, CAO  
Sylvain Montreuil, Clerk  
Julie Belanger  
Robert McEwen  
Danny Pellerin  
Carole Laneuville

**1. Call to Order**

The Chairman Mayor Roger Caissie called the meeting to order at 6 pm.

**1.1 Reflection and recognition of the territory**

The mayor Roger Caissie mentions that we are gathered on the traditional and unceded territory of the Micmac and Maliseet nations.

**2. Confirmation of Quorum by clerk**

The Clerk confirms that a quorum has been established.

**3. Conflict of interests**

Paul Boudreau declared a conflict on item 15.1. (Paul Boudreau indicates that he wishes to withdraw from the discussions when item 15.1 is addressed. Mr. Boudreau has nominated a person for the Wall of Fame and does not believe he should be part of the discussions.)

**3.1 Paul Boudreau - Conflict of interests**

Paul Boudreau indicates that he wishes to withdraw from the discussions when item 15.1 is addressed. Mr. Boudreau has nominated a person for the Wall of Fame and does not believe he should be part of the discussions.

**4. Approval of Agenda**

**Moved By:** Jean-Claude Bertin

**Seconded By:** Murray Lloyd

THAT the agenda be approved as submitted.

**MOTION CARRIED**

**5. Approval of Minutes**

**5.1 Minutes of the special meeting held on November 27, 2023**

**Moved By:** Janice Cormier

**Seconded By:** Joël Despres

THAT the minutes of the Special Meeting held on November 27, 2023, be adopted.

**MOTION CARRIED**

**5.2 Minutes from the regular meeting held on December 4, 2023**

**Moved By:** Germaine Gallant

**Seconded By:** Émile O'Brien

THAT the minutes of the Regular Meeting held on December 4, 2023, be adopted.

**MOTION CARRIED**

**5.3 Minutes from the special meeting held on December 18, 2023**

**Moved By:** Roland Cormier

**Seconded By:** Émile O'Brien

THAT the minutes of the Special Meeting held on December 18, 2023, be adopted.

**MOTION CARRIED**

**6. Public Presentations/Petitions/Delegations**

## 6.1 Habitat for Humanity - New Brunswick

Perry Kendall, CEO, and Cameron Purdy, Director of Security and Strategic Partnerships with Habitat for Humanity New Brunswick, appeared before the Board to present the proposed project for the Town of Shediac. Mr. Kendall indicated that the project involves the development of a two-unit semi-detached duplex for low-income families on King Street in Shediac. Once the property has been transferred from the Town of Shediac to Habitat for Humanity, development and work will begin, with the aim of having the semi-detached duplex available by the end of August 2024.

Councillor Roland Cormier says it would be extremely important for Shediac families to have access to these homes. Mr. Kendall points out that the 85 projects that have been completed are now home to local families.

**Moved By:** Joël Despres

**Seconded By:** Janice Cormier

**BE IT RESOLVED THAT** Council authorise the Administration to enter into an agreement with Habitat for Humanity New Brunswick that would transfer the ownership of PID 00798512 (42 King Street) to Habitat for Humanity New Brunswick for \$1. In exchange, Habitat for Humanity New Brunswick commits to building a two unit semi-detached duplex for families living in lower income situations before the end of 2024 on the said property.

**BE IT FURTHER RESOLVED THAT** Council authorise the Administration to waive or cover the costs of permits and connection fees for water, sanitary and storm water services required by the Town of Shediac and the Greater Shediac Sewerage Commission.

**MOTION CARRIED**

## 7. Reading of correspondence

## 8. Reports from Standing and Special Committees

### 8.1 Various Financial Reports

### 8.2 Protective Services

#### 8.2.1 Police

The quarterly report from the RCMP "J" Division for the Southeast District - Southeast Regional Services Commission was distributed to members of the municipal council.

#### 8.2.2 Fire

The monthly statistics report for December 2023 are distributed for information purposes.

### **8.3 Building Permits Reports**

The building permits report for 2023 is distributed for information purposes. These reports compare the permits issued to date. Over the past year, the Town of Shediac has surpassed the \$100 million mark for the first time in its history.

## **9. Report from the Chief Administrative Officer**

CAO Victor Boudreau presents his report. He begins by saying that 2023 has been a year of transition. Four positions remain to be filled on the municipal team. One of the issues to be resolved is, of course, the space to house all the employees. The renovation of the 2nd floor of the Town Hall is due to start soon. Space for community organizations is also included in the plans.

Mr. Boudreau goes on to mention that, in order to prioritize the efforts of the municipal council and the Town of Shediac, the idea of holding a closed retreat with council members is still in the plans. He indicated that after consultation, the dates of February 24-25, 2024 have been selected. More details will be presented soon.

The State of the Province Address will be held in Fredericton on January 25, 2024. A delegation from the municipality will be present for the event.

In closing, Mr. Boudreau mentions that the Winter Carnival begins on January 25 and continues for the next month. Several events have been planned, and details can be found on [shediac.ca](http://shediac.ca) and on [ExperienceShediac.ca](http://ExperienceShediac.ca).

## **10. Recommendations from Plan 360**

### **10.1 Bylaw Z-14-44-55Z**

Phil Robichaud from Plan 360 is here to present a new rezoning project. It involves a zoning change to zone R3 to allow three 12-unit dwellings for a total of 36 units on rue Bellevue Heights. At the next council meeting on February 5, council members will be able to decide whether the project should go ahead, require further details, or even reject the project.

### **10.2 Resolution - Dead-end**

Jeff Boudreau of Plan 360 presents a requested modification to accommodate a temporary cul-de-sac in the Domaine Beauséjour subdivision on rue Simone Gallant. Plan 360 recommends acceptance of this request.

**Moved By:** Jean-Claude Bertin

**Seconded By:** Sylvie Collette-Boudreau

**WHEREAS** the South East Regional Services Commission recommends that the Municipal Council of Shediac accept this request.

**THEREFORE BE IT RESOLVED** that the cul-de-sac length shown on the Domaine Beauséjour Unit 2 Phase 6 subdivision plan be accepted.

**MOTION CARRIED**

**11. Unfinished Business**

**11.1 Grant policy for sports and cultural activities**

The director of Community Living Julie Bélanger says this policy will replace the two others that were previously in place. Young people will be able to receive up to \$100 annually, although \$50 will be granted for sports or cultural activities. The second \$50 is available in the event that the young person is called upon to take part in a provincial, national or international competition.

**Moved By:** Janice Cormier

**Seconded By:** Germaine Gallant

WHEREAS the Municipality of Shediac has instituted a new policy 2024-001 entitled Policy on Individual Grants for Youth;

WHEREAS the Municipality is eliminating the policies 95-22 and ... in order to combine them to respond to a greater number of interests among young citizens;

WHEREAS the policy will be effective immediately so that citizens can benefit from it;

WHEREAS the funds for the grants come from account 1-21036 (Youth grants) and 1-21033 (Grants)

**THEREFORE BE IT RESOLVED THAT** the administration evaluate and respond to each request submitted.

**MOTION CARRIED**

**12. Introduction of new Business**

**13. Inquiries by members of Council**

Councillor Peter Breau would like the administration to verify a motion approved by Council on March 28, 2022, in which the Town of Shediac was to invite Mr. Amélie Boucher to make a presentation to Council to share his knowledge on the use of pesticides, and that these expenses be paid by the municipality.

Councillor Roland Cormier asked whether there had been any progress on the request that Council meetings be made available in their original feed online for citizens wishing to watch them. Clerk Sylvain Montreuil indicates that the service

providers have received our request and that we are awaiting a response on the feasibility of this request.

Councillor Jean-Claude Bertin returns to the question of pesticide use. He points out that a plan had been developed and that it was excellent. He believes that the town should raise public awareness of pesticide use. In his opinion, the town should use social media and the Good Times Guide to pass on this information.

#### **14. Introduction and reading of By-Laws**

#### **15. Motions and Resolutions**

##### **15.1 2024 Shediac Wall of Fame**

After consulting with Shediac organizations and citizens to identify potential candidates for induction into the Shediac Wall of Fame, the committee selected four individuals for 2024. These individuals will be inducted into the Shediac Wall of Fame on April 18, 2024, at the Multifunctional Centre during the Community Recognition Celebration.

**Moved By:** Émile O'Brien

**Seconded By:** Jean-Claude Bertin

##### **2024 Shediac Wall of Fame**

WHEREAS the Municipality of Shediac has initiated the Wall of Fame project at the Multipurpose Centre;

WHEREAS the Municipality invited community groups and individuals to submit nominations for the Wall of Fame; and

WHEREAS the Selection Committee met to evaluate the proposals submitted;

WHEREAS the Selection Committee is prepared to make a recommendation to Council regarding the nominations;

THEREFORE BE IT RESOLVED THAT the following persons be inducted into the Shediac Wall of Fame: April 18, 2024, at the Multifunctional Centre during the Community Recognition Celebration:

- Allard Robichaud, Business Category
- Léandre Bourque, Business Category
- Roger Gallant, Sport Builder Category

Raymond Nadeau, Arts and Cultural Category

**MOTION CARRIED**

##### **15.2 Employee vacation policy**

CAO Victor Boudreau reports that the Town of Shediac's human resources policies were all in need of review. In particular, the vacation policy for municipal employees needed updating. The biggest change concerns the

accumulation of vacation days and the transfer of these accumulated days to subsequent years. Unused vacation can be transferred to the following year. If vacation hours are not used by the end of the second year, the employee will lose vacation hours. However, employees hired before 2023 will not lose their accumulated days.

**Moved By:** Sylvie Collette-Boudreau

**Seconded By:** Joël Despres

**BE IT RESOLVED** that the Municipal Council adopt the modifications to POLICY 2024-01: HOLIDAYS, FLOATING DAY, AND HOLIDAYS FOR PERMANENT NON-UNION EMPLOYEES as presented by the Administration.

**MOTION CARRIED**

### **15.3 Employee recognition policy**

The town of Shediac team also revised the employee recognition policy - retirement and year of service.

**Moved By:** Roland Cormier

**Seconded By:** Jean-Claude Bertin

**BE IT RESOLVED** that the Municipal Council adopt the modifications to POLICY 2024-02: EMPLOYEE RECOGNITION – RETIREMENT AND YEARS OF SERVICE as presented by the Administration.

**MOTION CARRIED**

### **15.4 Working alone policy**

CAO Victor Boudreau reports that WorkSafeNB is sensitizing employers to include a Working Alone Policy. It's a policy designed to protect employees who work alone, or who have to work at hours when they're alone in the office. It's like a buddy system in the workplace. The Town of Shediac is presenting this new policy.

**Moved By:** Janice Cormier

**Seconded By:** Germaine Gallant

**BE IT RESOLVED** that the Municipal Council adopt the modifications to POLICY 2024-03: WORKING ALONE as presented by the Administration.

**MOTION CARRIED**

### **15.5 Land title search (Patricia Bourque-Chevarie)**

Councillor Patricia Bourque-Chevarie introduces her motion and clarifies that it is truly a historical research of this parcel of land.

**Moved By:** Patricia Bourque-Chevarie

**Seconded By:** Roland Cormier

**WHEREAS** the Friends of Riverside Park have forwarded to the Municipal Council a notice from their lawyer, Robert Basque, indicating that the Town of Shediac may be the owner of a parcel of land identified by the PID 70668603.

**THEREFORE BE IT RESOLVED**, that the Shediac Municipal Council mandate the municipal administration to engage legal services to conduct a title search of the land in question identified by PID 70668603.

**BE IT FURTHER RESOLVED** that all information gathered during this search be presented to the Municipal Council.

**MOTION CARRIED**

#### **15.6 Council Meetings - Distribution of documents (Harry McInroy)**

Councillor Harry McInroy presents his motion and states that, to ensure the smooth running of council meetings and the follow-up of files, it is necessary for council members to obtain all information on Friday before the Monday evening meetings. Deputy Mayor Sylvie Colette-Boudreau points out that this is also true in the other direction, as Council members must also pass on important information to the administration in a timely manner. She adds that this information must also remain confidential until the municipal council meeting.

**Moved By:** Harry McInroy

**Seconded By:** Janice Cormier

**WHEREAS** it is fundamental to the for effective responsible representation by members of Council that they be fully informed of agenda items and associated reports and recommendations well in advance of a public Council meeting; and,

**WHEREAS** transparent and open governance requires that residents and the public generally be informed in advance of the content of agenda items of a public Council meeting; and,

**WHEREAS** the Council of the Town of Shediac requires timely provision of all public Council meeting information, and is committed to transparency and open government in the conduct of the governance of the Town;

**THEREFORE** be it resolved that the complete agenda and associated reports and recommendations be provided to Council members on the Friday prior to a public Council meeting scheduled for Monday.



**MOTION CARRIED**

**15.7 Language Landscape – REMAX Quality Real Estate Inc.**

REMAX Quality Real Estate Inc. is eligible for a refund under the Town of Shediac's language landscape policy.

**Moved By:** Germaine Gallant

**Seconded By:** Émile O'Brien

BE IT RESOLVED that the Town of Shediac provide reimbursement to the following merchant and that the funds used for said reimbursement be taken from the Language Landscape budget, account 1-26425.

\$545.20 plus HST;

**MOTION CARRIED**

**15.8 Notice of motion - Roads of Pointe-du-Chêne (Harry McInroy)**

**Take notice that at the February 5th 2024, meeting of Shediac Town Council, councilor Harry McInroy intend to move the following motion:**

Whereas the Community of Pointe-du-Chêne, home of Parlee Beach and Pointe-du-Chêne Wharf, major economic generators for the Town of Shediac and the Province of New Brunswick, was amalgamated to the Town of Shediac in January 2023, as Ward 2 Shediac, and;

Whereas the private roads in Pointe-du-Chêne have historically, for several decades, received some semblance of road maintenance from the New Brunswick government, currently the NB Department of Transportation and Infrastructure, and;

Whereas the maintenance services currently provided by NBDTI are inconsistent, and inadequate, and;

Whereas the residents and taxpayers of Pointe-du-Chêne overwhelmingly support that its Shediac Town Council seek a remedy to the current unacceptable road maintenance situation in Ward 2;

Therefore be it resolved that Council authorize the Mayor and staff of the Town of Shediac to investigate, evaluate and report back to Council on financial and other related issues associated with having the provision of basic private road maintenance in Pointe-du-Chêne assumed by the Town of Shediac.

## **15.9 Notice of motion - Evaluate Incentive programs (Roland Cormier)**

### **Notice**

Councilor Roland Cormier intend to present a motion mandating the Economic Development Committee to evaluate and study policies 12-09 and 13-06:

Whereas the policy 12-09 and 13-06 were last studied June 24, 2019,

Whereas there was a municipal reform in 2023

Whereas the town of Shediac is recording a historical increase of building permits in the past years.

Be it resolved that council mandates the Economic Development committee and staff to look at policy 12-09 and 13-06 to evaluate the validity of these policies, modified them if needed and report back to council before the 2024 construction season so that citizens of the town are aware of the changes.

## **15.10 Notice of motion - Pesticides (Roland Cormier)**

**Roland Cormier will introduce a second motion to create an environmental committee that will make recommendations to the municipal council on all environmental issues such as pesticide use.**

WHEREAS a committee of citizens made a presentation to council in November 2023 asking the town of Shediac to implement a by-law to regulate pesticides usage on lawns ;

WHEREAS in 2002 the town of Shediac had implemented a by-law regulating the usage of pesticides, but that by-law was revoked when the government of New Brunswick implemented a provincial law in 2009.

BE IT RESOLVED that council create an environmental committee to make recommendations to council to consider of implementing a new by-law for regulating the use of pesticides on lawns in the town of Shediac and report back before June 1<sup>st</sup> 2024.

## **15.11 Notice of motion - Sidewalks in Shediac Cape (Murray Lloyd)**

Councilor Murray Lloyd intend to present a motion that will mandate the administration of the Town of Shediac to look into the feasibility of installing sidewalks on one side of Route 134 in the Shediac Cape sector. These sidewalks would extend from the old boundary between Shediac and Shediac Cape to the new limit of Shediac on route 134.

## **16. Appointments to Committees**

## **17. Adjournment**

Councillor Germaine Gallant moves to adjourn the meeting around 7:41 pm.

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Roger Caissie, Mayor

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Sylvain Montreuil, Clerk