

Minutes

Regular Meeting of the Council of Fundy Albert
Riverside-Albert Rec Centre, 9 Bicentennial Rd, Riverside-Albert
July 4, 2023, at 6:00 P.M.

PRESENT:

Robert Rochon – Mayor
Loretta Elderkin – Councillor, Ward 2
Jeff Jonah – Councillor, Ward 4
Heather Ward Russell – Councillor, Ward 6

John Ereaux – Councillor, Ward 1
Jeff Land – Councillor, Ward 3
James Coates – Councillor, Ward 5
Hanna Downey – CAO/Clerk

CALL TO ORDER

Mayor Rochon called the meeting to order at 6:00 PM.

ADOPTION OF AGENDA

IT WAS MOVED by *Councillor Coates* and seconded by *Councillor Land* **THAT** the amended agenda be approved as circulated. **MOTION CARRIED** (unanimously).

Amendments: Addition of Closed Session related to labour and employment matters. The removal of the June 26, 2023 meeting minutes for the adoption of minutes. Addition of Public Statement and Comments. Addition of motion regarding Riverside-Albert Fire Department.

CONFLICTS OF INTEREST DECLARATIONS

Councillor Land declared a conflict of interest for Agenda Item 6(b) NB Railway Museum.

ADOPTION OF MINUTES

Councillor Land stated an issue regarding his time of departure and return in the June 6 minutes.

IT WAS MOVED by *Councillor Elderkin* and seconded by *Councillor Ereaux* **THAT** the minutes for June 6, 2023 be adopted with the amendment to the time. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Land* and seconded by *Councillor Coates* **THAT** the minutes for June 15, 2023 be adopted. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Elderkin* and seconded by *Councillor Jonah* **THAT** the minutes for June 28, 2023 be adopted. **MOTION CARRIED** (unanimously).

CONSENT AGENDA

There was nothing on the consent agenda for the July 4, 2023 meeting.

PUBLIC AND ADMINISTRATIVE PRESENTATIONS

(a) **Literacy Express- Nancy Land.** Ms. Land had asked the council, that if Literacy Express be evicted from the train station where are they to go in Hillsborough. She stated that when the program commenced in 2013 the program had moved to the train station due to lack of space

in the public library. Ms. Land detailed her education to the council. She explains that the program is consistently attended by children. Ms. Land detailed the program, including hours, age demographic, goals, and activities. The program provides children with school readiness. Literacy Express has received grants and support from a variety of charitable organizations and businesses, she has provided the council with a detailed list of supporters. Ms. Land thanked the council for their time. **Councillor Ereaux** asked Ms. Land if she has sought other accommodations, why Literacy Express needs to be located in Hillsborough, and what is the cost to the municipality. Ms. Land explained that the program started in Hillsborough and that travel outside of Hillsborough would become an additional expense, and the program would have to take place in a municipal building to be covered under the municipality's liability insurance. Ms. Land did not have an exact cost for the municipality, but stated the cost is only the associated costs for accommodations. **Mayor Rochon** stated that the only cost to the municipality is \$3,000. **Councillor Coates** asked if the program has funded their own furniture. Ms. Land explained to the council that she owns some of the furniture and the rest have been purchased using grants and the Literacy Express budget. **Councillor Elderkin** questioned if there are washrooms upstairs for the children and if the children have an attachment to the train station. Ms. Land explained that she and her assistants take the children to use the washrooms downstairs, and that the children call it 'train school'. **Mayor Rochon** and the Council thanked Ms. Land for her presentation.

Councillor Land declared a conflict of interest and recused himself at 6:20 P.M.

- (b) **NB Railway Museum- Steve Milburn-** Mr. Milburn stated that the NB Railway Museum is very supportive and would not ask Literacy Express to leave the building. The museum's goal is to grow the railway as the tourism attraction that it is. **Councillor Elderkin** reiterated that Mr. Milburn had previously stated that the NB Railway Museum has no issues with the Literacy Express program. **Mayor Rochon** thanked Mr. Milburn for attending.

Councillor Land re-entered the meeting at 6:22 P.M.

REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

- (a) Draft Employee Policy- **Councillor Ereaux** questioned section 3.3 Hiring- effort to hire within the village first, stating that he wonders if that is best for the municipality. **Councillor Ward Russell** agreed, stated that hiring should not be limited to just Fundy Albert. **Councillor Elderkin** stated that she likes to see people from the municipality work and grow in the village, therefore job opportunities need to be provided. **Councillor Land** agrees with hiring locally but stated that hiring should be based on qualifications. The draft Employee Policy was deferred to the Committee of the Whole meeting.

REPORTS FROM ADMINISTRATION

- (a) CAO Report- The CAO stated that the Hillsborough Community Pool has opened as of July 3, 2023, with a Monday to Friday schedule, one lifeguard and one lifeguard assistant. She provided the council with a brief update on Alma's water exploration project, explaining that the driller has concerns on the access site. The CAO stated that an electrician may be needed at Steeves House Museum and the Museum Director is asking if the council has a small budget for maintenance/ repairs. The CAO reminded the council of questions brought up by Heritage Hillsborough previously; permission to use basketball court, skateboard park, running an electrical cord from pool to the skateboard park, arena

for the bike rodeo, the Hillsborough Fire department closing Mill Street for one hour. The CAO explained that the dumpster in Alma is overflowing, therefore, it will be collected weekly on Tuesdays and may need to be increased to twice a week if necessary. She stated that all minisplits in the village office in Hillborough have been serviced and cleaned, as well the carpets have been cleaned. The Celebrate and Commemorate Canada Fund report was due June 30, 2023, it has been completed and sent off. The CAO stated that there was a quote received for reservoir tank inspections, and after discussing with the backup operator, they agree that this should wait until the Director of Operations can review the quote.

IT WAS MOVED by *Councillor Elderkin* and seconded by *Councillor Jonah* **THAT** the Council authorize the CAO and Mayor to sign the Proposal for Engineering Services for the Water Treatment Plant Upgrades with our engineering firm, EXP. **MOTION CARRIED** (unanimously).

The CAO provided an update that one of the incubator space lessors has tidied up the War Memorial Monument at the Alma Activity Centre, and they have planted flowers around the monument. Notices have been sent out regarding the public meeting on July 11, 2023. The Mayor and Council have been invited by the Terry Fox Organization to attend the 43rd annual Terry Fox run on September 17, 2023. The council has agreed to fund addition signage for the Artisan Village at an estimated cost of \$269.00. The CAO also stated that there is a request from the Crime Prevention Association of New Brunswick asking the village to sponsor their safety guide.

- (b) Acadian Monument and Flag- *Mayor Rochon* explained the history and importance of the Acadian Monument. The Mayor stated that it is being asked that the council recognize the historical nature of the former Acadian population, the historical value that it brings to the community and in doing so fly the Acadian flag for the months of July to September.

IT WAS MOVED by *Councillor Elderkin* and seconded by *Councillor Coates* that **WHEREAS** the Village of Fundy Albert recognizes the the historical significance of the presence of Acadian settlers in the Fundy Albert area in the 1700's; and **WHEREAS** it is desirable to celebrate our collective history, **BE IT RESOLVED** that the Council of the Village of Fundy Albert commit to flying the Acadian flag at the Acadian monument in Riverside-Albert during the months of July, August and September. **MOTION CARRIED** (unanimously).

Mayor Rochon stated he will communicate that the motion has been passed to Mr. Savoir.

- (c) Water Treatment Plan Upgrades- Water treatment plan upgrades were discussed in the CAO report. Ms. Cail stated that disinfection of the 200 metre line will begin on July 5, 2023, and should be completed by July 7; they will be doing the temporary line on Forestdale Rd. the following Monday. This will cause some water service interruptions in the community of Riverside-Albert. The community will be notified in advance. Forestdale Nursing Home will be affected by the interruption, but accommodations have been made for them to minimize disruptions.

(d) MOTIONS-

IT WAS MOVED by *Councillor Elderkin* and Seconded by *Councillor Land* that **WHEREAS** the Riverside-Albert Playground Project requires and additional \$667.43 to cover the expenses

related to the purchase of playground equipment and installation; and **WHEREAS** the Riverside-Albert Playground Project funds have incurred interest in the Riverside-Albert Capital Account of a similar amount; **BE IT RESOLVED** that the Council of Fundy Albert approve a transfer in the amount of \$667.43 from the Riverside-Albert Capital account, account ending 1569 to the Riverside-Albert Playground Project account, account ending 0835, to cover the shortage of funds. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Elderkin* and seconded by *Councillor Ereaux* that **WHEREAS** the bank accounts of the former incorporated municipalities of Alma, Hillsborough, and Riverside-Albert will be closed; and **WHEREAS** a portion of the funds required to remain separate; **BE IT RESOLVED** that the Council of Fundy Albert authorize the Clerk, Treasurer and Mayor to open thirteen (13) bank accounts with the Royal Bank of Canada including the following accounts: Alma General Capital, Alma General Operating Reserve, Alma Utility Capital, Alma Utility Operating Reserve, Canada Community Building Fund 2019-2023, Hillsborough Homecoming Days, Hillsborough General Capital, Hillsborough Recreation Council, Hillsborough Utility Capital, Riverside-Albert Fire Department Reserve, Riverside-Albert General Capital, Riverside-Albert Utility Capital. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Ward Russell* and seconded by *Councillor Land* that **WHEREAS** the Council of the Village of Fundy Albert use the Egypt Room in the William Henry Steeves House Museum numerous times per year to host public meetings, **BE IT RESOLVED** that the Fundy Albert Village Council contribute \$1200.00 to the William Henry Steeves House Museum to help offset the cost of hydro and janitorial needs of the museum. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Land* and seconded by *Councillor Coates* **THAT** the Hillsborough Arena extend it's operations by an additional four (4) weeks from March 31, 2024 to May 1, 2024. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Ward Russell* and seconded by *Councillor Elderkin* **THAT** the Council of the Village of Fundy Albert sponsor the Albert County Exhibition as a Major Sponsor for the One Hundred and Tenth edition of the fair in the amount of \$1000.00. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Ereaux* and seconded by *Councillor Land* that **WHEREAS** the community of Alma needs to take extra measures to manage the exceptional public demand on Alma's water supply during the peak tourism season, the Fundy Albert Council authorize the CAO to secure the rental of two (2) portable facilities to be placed at the parking lot at 8 School Street for a trial period of two months at a cost of \$220/each, plus HST, and a \$15 gas surcharge. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Elderkin* and seconded by *Councillor Coates* **THAT** the Riverside-Albert Fire Department proceed with obtaining a minimum of two (2) quotes for the installation of heat pumps and provide a quote for all costs associated with the siding/installation of the Riverside-Albert Fire Department; **FURTHERMORE** these quotes are to be presented to Council for approval before any work is to be completed. **MOTION CARRIED** (unanimously)

BYLAWS

- (a) Fundy Albert Building By-Law- Third Reading- The CAO stated that the Building By-Law has been available to the public at her office for the past month, as well as available on the Village's website. The CAO read By-Law No. 05 in its entirety. **Councillor Ereaux** expressed his concerns with the lack of mention of Plan360 as the building inspector, and the lack of requirement for demolition inspection to ensure the demolition was executed.

IT WAS MOVED by **Councillor Elderkin** and seconded by **Councillor Jonah** **THAT** Fundy Albert Building By-law is **HEREBY GIVEN** its third reading and **THAT** the Fundy Albert By-Law, By-Law No. 5, is enacted this 5th day of July, 2023. **MOTION CARRIED** (unanimously).

- (b) Fundy Albert Credit Card Policy-

IT WAS MOVED by **Councillor Elderkin** and seconded by **Councillor Land** that **WHEREAS** the Village of Fundy Albert requires a corporate credit card policy to outline the responsibilities, expectations, and best practices of the Village of Fundy Albert, corporate credit card holders, **BE IT RESOLVED** that the Village of Fundy Albert Council adopt the Fundy Albert Corporate Credit Card Policy, as presented, effected July 4, 2023. **MOTIONED CARRIED** (unanimously).

MAYOR & COUNCILLOR STATEMENTS & INQUIRIES

Councillor Ereaux- Thanked the Alma Collective for successfully planning and executing Canada Day celebrations in Alma; the municipal contributions for this event was \$26.47.

Councillor Ereaux reiterated that the water supply crisis in Alma continues, although the reservoir is now full again. Plea to the Community to conserve water as much as possible. **Councillor Ereaux** had received complaints regarding Rt. 915, financial oversight obligations, and public complaints concerning the removal of mobile assets from communities. He is asking that the needs of all the communities be balanced when assigning these assets. Asked that the benches be moved down to Alma as soon as possible.

Councillor Jonah- Thanked the Hillsborough Kiwanis for allowing the use of their building for Canada Day events. **Councillor Jonah** expressed concerns from the public regarding the pool hours only being on weekday. The CAO will speak to the pool staff to see their availability for weeknights/weekends. The sprinkler system in the Arena needs to be upgraded; he is asking to put in a plan to find funds for the sprinkler system. **Mayor Rochon** stated that this would have to be a part of a long term capital plan.

Councillor Coates attended a Zoom meeting from Atlantic Hurricane Centre Review and stated that 2022 was the most costly season with 14 named disturbances (tropical storms, hurricanes, etc.). They report that the outlook for 2024 is not good, with temperatures reaching highs, which cause the disturbances. Residents should be aware of the potential of these disturbances. **Councillor Coates** thanked **Councillor Jonah** for a great job with the Hillsborough Canada day events. **Councillor Coates** attended the Albert County Museum for R.B. Bennett Day, which was very informative. The municipal representatives have been invited to an NB Power presentation regarding Twin Lines on July 13, with public consultations from 4:00-8:00 P.M.

Councillor Ward Russell- Reiterated that issues in Ward 5 are equally important as the former three villages and she will continue to bring up the issues. **Councillor Ward Russell** is asking for an estimated cost to install street lights at intersections on Route 114. She continues to ask DTI to look at the road structure in Lower Coverdale, and the conditions of the roads. Councillor Ward Russell asked the council to discuss the soccer field at Caledonia Regional High School, at the next Committee of the Whole meeting. She would like to ask for a meeting with the superintendent and MLA Holland.

Councillor Elderkin- Reminded council that contact should be made with Doug Hammer regarding the process of the replacement of the fire truck. **Councillor Elderkin** states that the council is dealing with a lot of contentuous issues/topics and she hopes that conversations with the council continue to be respectful and that each point of view is respected.

Councillor Land- provided an update regarding the ditch and culvert at 4073 Scenic Drive. He stated he spoke with Mr. MacCallum of Guardian Ecology, and that Eco360 has been contacted related to the Japanese Knotweed aspect. **Councillor Land** stated that the work should be completed in two weeks. He stated the culvert will be removed and the property owner has been made aware. **Mayor Rochon** stated that the CAO should be informed of the process. **Mayor Rochon** asked the property owner is kept informed. **Councillor Land** stated there is still another garbage box in Alma's shed. **Councillor Land** thanked **Councillor Jonah** for Hillsborough Canada Day's celebrations, the Fire Department for the fireworks and thanked everyone in Alma for their Canada Day celebrations. **Councillor Land** stated that council should try to look for grants to use for the Hillsborough Arena sprinkler system.

Mayor Rochon- Elaborated on **Councillor Land's** statement regarding grants, there is a possibility to reach out to South East Regional Service Commission to apply for grants/ aid with asset management. **Mayor Rochon** congratulated and thanked the organizers, local businesses, sponsors, the CAO, the Fire Departments, and council, for their contributions for both the Hillsborough and Alma Canada Day celebrations. There are concerns regarding the water and sewer rates increasing in Hillsborough, he suggests that a flyer is included with utility invoices to explain the increase in rate to ensure everyone is informed. The Hillsborough District Minor Hockey Association has contacted the village council, inquiring for a response to their request for the annual ice rebate. Council feels they cannot make a commitment at this time. **Mayor Rochon** attended a South East Regional Service Commission meeting for the presentation of the commissions strategic plan on June 27, as well, for the new implementation for the new mandated services of tourism, economic development, social development, regional sport recreation cultural cost sharing and regional transportation.

NOTICES OF MOTION AND RESOLUTIONS

None

PUBLIC COMMENTS & STATEMENT

Residents were provided with the opportunity to ask the Mayor and Council questions.

CLOSED SESSION

IT WAS MOVED by *Councillor Coates* and seconded by *Councillor Jonah* that the meeting enters Closed Session at 8:49 PM per the NB *Local Governance Act*, SNB 2017, 68 (1)(j) labour and employment matters. **MOTION CARRIED** (unanimously).

IT WAS MOVED by *Councillor Land* and seconded by *Councillor Elderkin* **THAT** the Closed Session ceases at 9:41 PM. **MOTION CARRIED** (unanimously).

Council returned to regular session at 9:41PM.

ADJOURNMENT

IT WAS MOVED by *Councillor Ereaux* **THAT** the meeting be adjourned at 9:42 PM.

Robert Rochon, Mayor

Hanna Downey, Clerk