

## Minutes

### Special Meeting Fundy Albert Council

Hillsborough Village Office

December 27, 2023, at 9 AM

#### PRESENT

Robert Rochon- Mayor

John Ereaux- Councillor, Ward 1

Loretta Elderkin- Councillor, Ward 2

Jeff Land- Councillor, Ward 3

Jeff Jonah- Councillor, Ward 4

Heather Ward Russell- Councillor, Ward 6

Tammy Rampersaud- Assistant Clerk

\*Note **Councillors Elderkin, Ereaux, Ward Russell and Coates** along with Assistant Clerk Rampersaud participated virtually

\*\***Councillor Land** Joined the meeting at approx. 9:06 am and **Councillor Coates** joined the meeting as it concluded.

#### 1. CALL TO ORDER

**Mayor Rochon** called the meeting to order at 9am.

#### 2. ADOPTION OF THE AGENDA

**IT WAS MOVED** by **Councillor Jonah** and **SECONDED** by **Councillor Elderkin** to accept the agenda.

**MOTION CARRIED**

#### 3. CONFLICTS OF INTEREST DECLARATIONS

None

#### 4. YEAR-END FINANCIAL RESOLUTIONS

**Resolution – Hillsborough Utility Operating Reserve Bank Account**

**IT WAS MOVED** by *Councillor Jonah* and **SECONDED** by *Councillor Elderkin* **THAT:**

**WHEREAS** the Hillsborough Utility of Fundy Albert Utility does not have an Operating Reserve bank account;

**BE IT RESOLVED** that a bank account be opened for the Hillsborough Utility Operating Reserve

**MOTION CARRIED**

**Resolution – 2023 Transfer to Hillsborough Operating Reserve**

**IT WAS MOVED** by *Councillor Jonah* and **SECONDED** by *Councillor Elderkin* **THAT:**

**WHEREAS** \$110,000 was to be put in Hillsborough Utility's Operating Reserve for Hillsborough Water Exploration; and

**WHEREAS** legislation only allows 5% of your previous year's budgets be invested in operating reserves; and

**WHEREAS** Hillsborough Utility's funds allow for the transfer to be completed;

**BE IT RESOLVED** that \$46,000 be transferred to Hillsborough Utility Operating Reserve

**MOTION CARRIED**

*Councillor Ereaux* asked for clarification that this was being moved from the Hillsborough Utility Operating Account to the Reserve.

*Mayor Rochon* said yes and added it would be used for phase 1 of the Hillsborough Water Exploration.

**Resolution – 2023 Transfer to Hillsborough Capital Reserve**

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Ward Russell* **THAT:**

**WHEREAS** it is a requirement under the former Village of Hillsborough's agreement under the Canada New Brunswick Rural Infrastructure Fund to establish a replacement reserve fund which will be maintained for future replacement of various short life capital items that would be above and beyond ordinary maintenance and minor repairs to the new lagoon; and

**WHEREAS** \$4,000 was to be transferred to this fund over the course of ten years and with this year being the 10<sup>th</sup> and final year; and

**WHEREAS** it was budgeted to transfer \$5,500 to Hillsborough Utility's Capital Reserve;  
**BE IT RESOLVED** that \$5,500 be transferred from the Hillsborough Utility Operating Fund to Hillsborough Utility's Capital Reserve.

**MOTION CARRIED- with a friendly amendment**

**Councillor Ereaux** asked for clarification of where the money is coming from. **Mayor Rochon** explained that for the past 9 years it has come from the Hillsborough Utility Operating Fund set by Government for Capital Maintenance. This is the 10<sup>th</sup> and final year.

**Resolution – Riverside-Albert Utility Operating Reserve Bank Account**

**IT WAS MOVED** by **Councillor Elderkin** and **SECONDED** by **Councillor Ereaux** **THAT:**

**WHEREAS** Riverside-Albert Utility of Fundy Albert Utility does not have an Operating Reserve Bank Account;

**BE IT RESOLVED** that a bank account be opened for Riverside-Albert Utility Operating Reserve

**MOTION CARRIED**

**Resolution – 2023 Transfer to Riverside-Albert Utility Operating Reserve**

**IT WAS MOVED** by **Councillor Elderkin** and **SECONDED** by **Councillor Jonah** **THAT:**

**WHEREAS** it was budgeted that \$7,848 & \$4,320 (totalling \$12,168) be transferred to Riverside-Albert Utility's Operating Reserve for Water & Wastewater, respectively; and

**WHEREAS** Riverside-Albert Utility's funds allow for the transfer to be completed;

**BE IT RESOLVED** that \$12,168 be transferred from the Riverside-Albert Utility Operating Fund to the Riverside-Albert Utility Operating Reserve

**MOTION CARRIED- with a friendly amendment**

**Resolution – 2023 Transfer to Riverside-Albert Utility Capital Reserve**

**IT WAS MOVED** by *Councillor Jonah* and **SECONDED** by *Councillor Land* **THAT:**

**WHEREAS** it was budgeted that \$14,229 be transferred to Riverside-Albert Utility Capital Reserve; and

**WHEREAS** Riverside-Albert Utility's funds allow for the transfer to be completed;

**BE IT RESOLVED** that \$14,229 be transferred from the Riverside-Albert Utility Operating Fund to Riverside-Albert Utility Capital Reserve

**MOTION CARRIED- with a friendly amendment**

**Resolution – 2023 Alma Fire Department Cashable GIC Purchase**

**IT WAS MOVED** by *Councillor Land* and **SECONDED** by *Councillor Ereaux* **THAT:**

**WHEREAS** the Alma Fire Department has a projected year end surplus of \$17,000; and

**WHEREAS** \$5,000 was budgeted to be transferred to their reserve;

**BE IT RESOLVED** that \$22,000 be used to purchase a cashable GIC

**MOTION CARRIED**

*Councillor Ereaux* questioned why a GIC was being used in this case rather than the reserve account. *Mayor Rochon* and *Councillor Elderkin* explained that this has been the practice of Riverside-Albert for some reserves and shows clearly which department it is used for.

*Mayor Rochon* also highlighted the fact that GICs are an investment vehicle.

**Resolution – 2023 Hillsborough Fire Department Reserve Transfer**

**IT WAS MOVED** by *Councillor Elderkin* and **Seconded** by *Councillor Land* **THAT:**

**WHEREAS** the Hillsborough Fire Department has a projected year end surplus of \$22,000; and

**WHEREAS** \$5,000 was budgeted to be transferred to the Hillsborough Fire Department's reserve;

**BE IT RESOLVED** that \$27,000 be used to purchase a cashable GIC

**MOTION CARRIED**

**Resolution – 2023 Riverside-Albert Fire Department Reserve Transfer**

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Jonah* **THAT:**

**WHEREAS** \$5,000 was budgeted to be transferred to the Riverside-Albert Fire Department’s reserve;

**BE IT RESOLVED** that \$5,000 be transferred to Riverside-Albert Fire Department’s Reserve

**MOTION CARRIED**

*Mayor Rochon* pointed out that this is being transferred to the reserve. *Councillor Ereaux* questioned why it was being handled differently- not sure. He also asked about a surplus in addition to this \$5,000. *Councillor Elderkin* explained that near end-of-year fire equipment was purchased that used the balance of the budget.

**6. ADJOURNMENT**

**IT WAS MOVED** by *Councillor Jonah*

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**MAYOR**

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**CLERK**