

## Minutes

### Regular Council Meeting of Fundy Albert

Cultural Building, Alma

December 5, 2023, at 6 PM

#### PRESENT

Robert Rochon- Mayor

John Ereaux- Councillor, Ward 1

Loretta Elderkin- Councillor, Ward 2

Jeff Land- Councillor, Ward 3

Jeff Jonah- Councillor, Ward 4

Jim Coates- Councillor, Ward 5

Tammy Rampersaud- Assistant Clerk

Heather Ward Russell- Councillor, Ward 6

#### 1. CALL TO ORDER

**Mayor Rochon** called the meeting to order at 6 pm.

#### 2. ADOPTION OF THE AGENDA

**IT WAS MOVED** by **Councillor Land** and **SECONDED** by **Councillor Elderkin** to accept the agenda with the addition of Public Comments/Statements as item #12.

**MOTION CARRIED**

#### 3. CONFLICTS OF INTEREST DECLARATIONS

None

#### 4. ADOPTION OF MINUTES

a) November 7, 2023, Regular Council Meeting

**IT WAS MOVED** by **Councillor Coates** and **SECONDED** by **Councillor Jonah** THAT the minutes be approved with the adjustment of noting that The Hillsborough Recreation Council is a long-standing non-profit and not a charity.

**MOTION CARRIED**

b) November 27, 2023, Special Council Meeting

**IT WAS MOVED** by **Councillor Ward Russell** and **SECONDED** by **Councillor Elderkin** THAT the minutes be approved.

**MOTION CARRIED**

#### 5. CONSENT AGENDA

None

## 6. PUBLIC AND ADMINISTRATIVE PRESENTATIONS

### a. Mr. Sebastian Hultberg – Circular Materials

#### New Brunswick's EPR-PPP Program

Mr. Hultberg delivered a presentation to explain exactly what the program is, what timelines to expect, and how municipalities must opt in or out.

The purpose is to move toward the industry being more responsible for end-of-life management (recycling).

Stakeholders- Recycle NB, Circular Materials, municipalities, RSC, Dept of Environment and Local Government.

Included- residential waste, single dwellings, residential, school buildings

Dates to note: Dec. 18, 2023, is the deadline to opt in or out.

Opting-in highlights- There is a subsidy of \$31.37 per household. May 1, 2024, implementation date.

Opting-in risks- strict contamination targets. Possible financial penalties. The burden of program implementation. Other possible legal risk exposure.

**Councillor Coates** noted that the former LSDs have a contract until 2025

**Councillor Ward Russell** inquired about the cleanliness of Fundy Albert with its blue bags- Mr. Hultberg noted that the village was good. **Councillor Ward Russell** stated that a few of the larger municipalities were getting credit to opt-out by the hauler. She has some concerns about the added workload and education that would come with opting in.

**Councillor Land** inquired about the specifics of contamination- there will be 4 audits per week- averages over a six-month period on contamination- and is reassessed after 6 months- if it's not heading in the right direction, they will ask for more.

3% is target

**Councillor Jonah** inquired about the western part of the province and noted that residents are used to 3 bags now- is it a step back and will more go into landfill? Some packaging will not be able to be recycled- he stressed the importance that education makes.

**Councillor Elderkin** inquired about the option to opt in after the deadline- at this time all the details are not known- and from now until 2027 cannot opt back in.

**Councillor Ereaux** asked why Moncton is not opting in. As well as asking if opting out is going to be half of what our current collection is now. **Mayor Rochon**- that is a conversation we should have with the hauler. **Councillor Ereaux** noted the different pick-ups in the municipality as well as differing contracts. He noted that he is concerned about opting out and not having enough information. Opting in, he feels better informed.

**Mayor Rochon** noted that he is looking at it all from end-user perspective as well as environmental stewardship.

**Councillor Ward Russell** stated that haulers might give Fundy Albert credit like the others.

b. Ms. Jane Chrysostom

Ms. Chrysostom shared concerns that she had addressed in letters. She noted that there have been custodial issues- full garbages, cleanliness in the Activity Centre and some electrical needs in the kitchen.

All Councillors agreed that it is unacceptable and needs attention.

**Mayor Rochon** acknowledged that the comments were on point. It needs to be determined if public works or hired custodians in each community take care of this.

c. Mr. David Knickle & Mr. Jason Steeves

Mr. Knickle shared his concerns about the potential tax rate in former LSD areas. He noted that he understands that taxation demands were put on the municipality. His inquiry was about what additional services would be provided and how they would be distributed and paid for. Do they pay for services not received? Will council work for a more equitable approach.

**Councillor Ereaux** noted that although the former LSD areas are experiencing an increase, they remain drastically lower than former municipalities. He emphasized the need for more education.

**Councillor Coates**- hopes for a good meeting on Thursday about this topic.

**Councillor Ward Russell** pointed out that it is important to note that everyone at the table represents a former LSD area.

**Mayor Rochon** mentioned that he hopes the upcoming meeting will show where the cost of services is accounted for. He also noted that this year there is the opportunity to add input and set rates. **Mayor Rochon** stressed that former LSD areas will never pay what the former municipalities do.

## 7. REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

None

## 8. REPORTS FROM ADMINISTRATION

a. Interim Administrator Report

**Mayor Rochon** shared the report given: Interim Administrator Report

Our interim administrator reports that work continues with the draft budget for 2024;

Corresponding with Englobe Engineering, the Hillsborough Public Library Board, completion of a statistics Canada survey on critical infrastructure, and dealing with the Department of Environment on an environment-related complaint.

A significant amount of work is also being done on formalizing insurance coverage for the municipality, options for solid waste collection, animal control provisions, and other day to day requests.

b. 2024 Budget Process Update

**Mayor Rochon** gave an update on the budget. Staff and council continue to work toward completing a budget. They are meeting this upcoming Friday to have deliberations. Inclusion of former municipalities audits- the audits should have been completed in April- only 1 of 3 audits have been done to date.

Auditor for Hillsborough informed him last week that the audit cannot be done by them, and the village is currently looking for a new auditor

**Councillor Ereaux**- even with a budget meeting this Friday, it is still in the early stages- when we do we think we can vote on the approval of the 2024 budget. **Mayor Rochon** asked the Treasurer to ask the auditors for a timeline and give the province a heads-up.

c. Hillsborough Water Exploration – Phase I

Request from Englobe- looking for confirmation to proceed with phase one of the water exploration for the former village of Hillsborough. Revised costs, including engineering fees, amount to approximately \$265,000 exclusive of HST. The Hillsborough water utility rates were adjusted in 2023 to account for the revenues needed to pay for phase one. - **Mayor Rochon** recommends proceeding.

d. Policy on the Use of Municipal Resources for the Benefit of Third Parties

**IT WAS MOVED** by **Councillor Ereaux** and **SECONDED** by **Councillor Coates** **THAT** the Village of Fundy Albert Council adopt the draft policy titled “The Use of Municipal Resources for the Benefit of a Third Party” for Fundy Albert, as circulated, effective December 5, 2023.  
**MOTION CARRIED**

**Councillor Ereaux** explained that a policy is being implemented to avoid previous situations. It allows for controlled practices with reporting carried out.

e. Purchasing Policy

**IT WAS MOVED** by **Councillor Ward Russell** and **SECONDED** by **Councillor Elderkin** **THAT** the Village of Fundy Albert Council adopt the draft policy titled “Financial Management & Procurement Policy” for Fundy Albert, as circulated, effective December 5, 2023.  
**MOTION CARRIED**

There was discussion from both *Councillor Land* and *Mayor Rochon* about a scaled/rating system.

*Councillor Ward Russell* noted that the draft policy was circulated with staff to acknowledge it.

*Councillor Ereaux* shared that the policy is modelled on another municipality- guiding all purchases and ensuring procurement is transparent and fair. Noting that it is an important policy.

*Mayor Rochon* mentioned that policies will be posted to the public website.

f. Operating grant requests

A) Hillsborough Kiwanis

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Jonah* **THAT** the Village of Fundy Albert provide an operational grant to the Hillsborough Kiwanis for the amount of \$2,000 for the 2023 operating year.

**MOTION CARRIED**- note that *Councillors Ereaux* and *Ward Russell* voted nay.

*Councillor Ereaux* noted that it has been several months without a detailed fiscal update. He would like to have a better understanding fiscally.

*Mayor Rochon* explained that he had asked the treasurer and was told of a projected surplus of about \$90,000 and that there are some outstanding payables.

*Councillor Ward Russell* asked about the standing of the policy regarding grants. Recommends holding off until such policy.

*Councillor Elderkin* shared that she had inquired with the treasurer about the financials for this request.

*Mayor Rochon* noted that he was also in favour.

B) New Brunswick Division of the Canadian Railroad Historical Association for an operating grant of \$2000 for the 2023 calendar year

C) **IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Land* **THAT** the Village of Fundy Albert provide an operational grant to the Riverside-Albert Recreation Council of \$200 for the 2023 operating year.

**MOTION CARRIED**

Riverside Albert Recreation Council is seeking support for their annual Santa visit program where Santa visits a local nursing home and other areas in the community. The funding would be used to help provide cheer to needy residents

g. Request for public statement- war in Gaza

There were no motions made to move forward with a discussion.

h. Hillsborough Recreation Council-

There was a conversation on the Hillsborough Recreation Council- **Councillor Ereaux** has inquired about it previously and is asking for proper background information on the non-profit and how it is tied to the Village. **Mayor Rochon** explained that it is a separate entity to the village. **Councillor Ereaux** stated it should be completely separate from the municipality referencing that the Recreation Councils for Alma and Riverside-Albert are separated. **Mayor Rochon** pointed out that there could be issues with that and the benefits from grants previously.

**Councillor Land** explained that through the Recreation Council the funding comes in currently for both the pool and helps with purchasing fireworks. Auditors account for it and are aware of all transactions.

**Councillor Elderkin** stated that she would like to know how it's utilized for this year. Incorporated in 94

**Councillor Ward Russell** asked if it enables the village to apply for additional students in the summer.

This subject will come before Council again with more information.

- i. PAW animal control services proposal- includes dog control \$13,684.34 For 3 former areas- no decision was made. It will be brought forward in budget discussions.
- j. Alma Outpost rental agreement for 2024

**IT WAS MOVED** by **Councillor Ereaux** and **SECONDED** by **Councillor Coates** **THAT WHEREAS** the Friends of Fundy have been renting space in the Alma Cultural Building consisting of rental and storage space; and

**WHEREAS** the current rental agreement expires on December 31, 2023.

**BE IT RESOLVED** that the Village of Fundy Albert Council authorize the continued rental of the space by Friends of Fundy at the rate of \$1,560 per month for a total of \$18,720 for the 2024 calendar year, if the Friends of Fundy wishes to continue the agreement.

**MOTION CARRIED-** note that this motion had a friendly amendment

The Director of Community Services has advised that the agreement for the space being rented by the Alma Outpost expires on December 31st, 2023. The space is being rented by the Friends of Fundy group. The director would like to know if Council wishes to sign a new agreement for 2024, and whether the rate should remain the same, or be changed.

**Councillor Ereaux** noted that it is not unreasonable to ask for \$1500 plus CPI approx. 4%- \$60  
**Councillor ward Russell** asked if there has been any communication with the group to date?  
Answer was no.

k. Alma knotweed control/eradication

**IT WAS MOVED** by *Councillor Ward Russell* and **SECONDED** by *Councillor Elderkin* **THAT WHEREAS** Asian knotweed, an invasive plant species, is a serious concern in the community of Alma; and

**WHEREAS** Guardian Ecology has promoted and delivered a knotweed control and eradication program in the community of Alma and has submitted a proposal to continue these efforts.

**BE IT RESOLVED** that the Village of Fundy Albert approve funding in the amount of \$6,330 for knotweed control and eradication in the community of Alma in the 2024 calendar year.

**MOTION DEFERRED**

*Councillor Ward Russell* stated that she wasn't aware of past support- is this accounted for in the budget. *Mayor Rochon* stated that \$4,000 would likely be but this is \$6,330. *Councillor Elderkin* deferred to *Councillor Ereaux* to see if this is needed. *Councillor Ereaux* noted not having budget info- as well as referenced a 17-page study by Keith MacCallum that was produced about the Alma area. It should be posted to the public.

*Councillor Ward Russell* asked how many years this has been supported and was told 3 years.

l. Office consolidation

The treasurer has submitted a council report form outlining a request to consolidate administrative services in one location. The Treasurer is recommending the relocation of all administrative personnel to a former residential building at 61 Academy St.

*Mayor Rochon* explained that this was a topic for discussion brought forward by the treasurer.

*Councillor Coates* inquired about locations.

*Councillor Ward Russell* asked if it was common practice for the treasurer to bring this forward- *Mayor Rochon* explained that it would be the CAO.

*Councillor Land* thinks that there could be properties elsewhere that might suit the purpose.

*Councillor Elderkin* appreciates where this comes from and the fact that the village needs a need long-term plan.

m. Public Works vehicle acquisition

**IT WAS MOVED** by *Councillor Ward Russell* and **SECONDED** by *Councillor Land* **THAT WHEREAS** the Village of Fundy Albert public works fleet is in need of right-sizing; and

**WHEREAS** the current 2017 Dodge RAM3500 is in need of replacement;

**BE IT RESOLVED** that the Village of Fundy Albert approve the purchase of a 2024 Dodge RAM2500 4X4 Crew Cab from Moncton Chrysler Dodge Jeep, at a cost of \$71,850 less a trade-in value of \$38,000 for a purchase price, including applicable fees and taxes of \$40,389.90. A

complete breakdown of how costing is accounted for by each former municipality to be provided.

**MOTION CARRIED-** note that *Councillor Ward Russell* voted nay.

*Councillor Land* took some time to express that this should move forward. The village has a large area to cover. Out of 6 quotes only 2 are still available and do not need to be ordered.

*Councillor Elderkin* noted it was presented to be cost-shared- questioned as looking back on video and minutes it does not specify the cost-sharing details- trade-in

*Mayor Rochon* explained that a conversation can be had on cost sharing and what municipalities contribute.

*Councillor Elderkin* wants to know who is paying for it going forward. Wants to see details upfront as well as what was the backup. *Councillor Land* referred to the trailer. *Mayor Rochon*

noted that with the 3-ton that also needs to be replaced this is an important decision. *Councillor Elderkin* inquired of Fundy Albert has money from the 3 former municipalities to pay for this.

*Councillor Ereaux* spoke about vehicles being down and the need to get ready to act- the question of disposal of the vehicle in the deal- other trucks taking on when one goes down.

*Mayor Rochon-* could use 3-ton for backup with the trailer but that trailer needs replacing.

*Councillor Land* expressed that they all need to come as one entity- no more community trucks- perfect time to get away from that.

*Councillor Jonah* agreed. Fundy Albert- acting as one entity.

## 9. BY-LAWS

None

## 10. MAYOR AND COUNCILLOR STATEMENTS AND INQUIRIES

### ***Councillor Jonah-***

Noted there was a lot going on in Fundy Albert this past weekend- market- parade- breakfast. He highlighted volunteers across the board and offered thanks for all they do.

### ***Councillor Elderkin-***

Riverside-Albert Fire Dept. to be certified for entering structural fires required new air packs or SCBAs. They have ordered two of them out of this year's budget and an additional two will come from next year's budget. We are preparing to obtain a new fire truck which could be tendered after the approval of the 2024 budget. There are a couple of community members who would like to give back to the community by kicking off a small fundraising campaign in the new year to help offset some of the costs.



Attended the Riverside-Albert and Alma Remembrance Day services. Thank you to the volunteers supporting Girl Guides for assisting with the luncheon.

Congratulations to the CCRC Community group for planning another successful Christmas in the Country event having over 500 customers. Thank you to all volunteers throughout the village who offered breakfast, craft shows, and the Snider family for organizing the Santa Claus parade.

There is a need to purchase a proper cleaning stone for the grill at the Recreation Centre.

The Riverside-Albert Playground is ready for use with the landscaping still needing completion. Congratulations to the small group of volunteers that took on this project. It will be used for years to come.

Interviews have begun for the CAO position this week.

### ***Councillor Ereaux-***

Spoke about the role as Fundy Park liaison- could we post onto socials and site- highlight stats- May to Oct. Fundy National Park sees visitors upward of 271,000 since 2016.

Improvements underway for trails.

Thank you to volunteers, staff, and council for helping to erect the lobster "Christmas Tree".

Last month saw the \$12.2 million federal/provincial announcement for water project in Alma.

Continue to receive concerns about the inefficient way trucks are utilized within the Village.

### ***Councillor Coates-***

Approached Daniel Goguen to see how rates were formulated in LSDs.

The windstorm last week saw not only a loss in power but the phone system as well- in the Hillsborough LSD- Route 910- Osborne Corner- he filed a complaint with bell- questioning fibre op not being here- noting many seniors rely on this service he would like to see a request put to public safety to see if they could move this forward- it affects more areas than his specific noted area.

### ***Councillor Ward Russell-***

Attended the UMN annual conference and AGM and highly recommends attending.

Support LSD residents with tax rates

Lagoon- letters regarding this were sent out to residents

Inquired about the status on streetlights being added.

***Councillor Land-***

Attended the UMNb annual conference and AGM

Arena usage has increased

Thank you to the volunteer Fire Dept.

***Mayor Rochon-***

Attended 2 Remembrance Day ceremonies in the village of Fundy Albert on November 10th and 11th;

Was pleased to participate in the funding announcement by the three levels of government for the phase two of the Alma water exploration project.

Participated at the New Brunswick EMO regional visit information session at the Southeast Regional Service Commission.

On Wednesday November 22nd, we took part in the building of the Alma Lobster Christmas tree. It was great to see involvement by Caledonia Regional High School students, area residents, our public works employees and a number of elected officials. Many thanks to Mr. Chris Bowron for his time and use of his backhoe, as well as Sopranos Pizza for the lunch they provided.

Attended the UMNb annual conference and general meeting. There were many excellent presentations, including an information session by Micha Fardy and Lisa Hrabluk of the Rural Upper Fundy Partnership. It was excellent to see our area showcased during a provincial forum.

Was contacted by the Federation of Canadian Municipalities and invited to participate as a panelist on an upcoming webinar on destination development and placemaking.

***Mayor Rochon*** acknowledged the resident of the Community of Alma who has come forward to highlight the importance of ensuring that additional water system customers are added as the new water supply is constructed. We need to be mindful that including additional customers will help spread the cost of a new system to as many people as possible, thus reducing rates.

**11. NOTICES OF MOTION**

Resolution: Appointment of New Auditor for Village of Hillsborough 2022 Audit

**IT WAS MOVED** by ***Councillor Elderkin*** and **SECONDED** by ***Councillor Land*** **THAT**

**WHEREAS** Bakertilly no longer has the capability to complete the former Village of Hillsborough's 2022 audit; and

**WHEREAS** Ascend LLP has agreed to take it over;

**BE IT RESOLVED** that Ascend LLP be appointed the new auditor to complete the former Village of Hillsborough's 2022 Audit.

**MOTION CARRIED**

Resolution: Appointment of Auditor for Fundy Albert

**IT WAS MOVED** by *Councillor Land* and **SECONDED** by *Councillor Jonah* **THAT** **WHEREAS** Ascend LLP has agreed to complete the audit of Fundy Albert's 2023 Financials at the cost of \$18,400 plus HST;

**BE IT RESOLVED** that Ascend LLP be appointed the auditor to complete the audit Fundy Albert's 2023 Financials.

**MOTION CARRIED**

Resolution - Riverside-Albert Utility GIC Reinvestment – December 2023

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Coates* **THAT** **WHEREAS** Riverside-Albert Utility's GIC of \$34,706 (#42) is due to mature on December 5th, 2023;

**BE IT RESOLVED** that Riverside-Albert's GIC #42 of \$34,706 plus interest earned be reinvested in a cashable GIC for another year.

**MOTION CARRIED**

Resolution – Riverside-Albert Street Repair GIC Reinvestment – December 2023

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Jonah* **THAT** **WHEREAS** the subunit of Riverside-Albert's Street Repair GIC of \$14,785 (#49) is to mature on December 5th, 2023;

**BE IT RESOLVED** that GIC #49 of \$14,785 plus interest be reinvested in a Cashable GIC for a year.

**MOTION CARRIED**

*Councillor Ereaux* asked why not use the money to repair streets. *Mayor Rochon* explained that it is not enough.

Resolution – Riverside-Albert Recreation Centre GIC Reinvestment – December 2023

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Jonah* **THAT WHEREAS** Riverside-Albert's Recreation Centre GIC of \$11,300.62 (#50) is to mature on December 5th, 2023;

**BE IT RESOLVED** that Riverside-Albert's Recreation Centre GIC #50 of \$11,300.62 plus interest be reinvested in a Cashable GIC for a year.

**MOTION CARRIED**

Resolution: Canada Community Building Fund GIC Reinvestment

**IT WAS MOVED** by *Councillor Land* and **SECONDED** by *Councillor Elderkin* **WHEREAS** Canada Community Building Fund's Cashable GIC's of \$137,470.48 (#43) & \$14,774.11 (#44) are to mature on December 5th, 2023;

**BE IT RESOLVED** that GIC # 43 of \$137,470.48 & 44 of \$14,774.11 plus interest be reinvested in a Cashable GIC for a year.

**MOTION CARRIED**

Resolution – Reinvestment of Riverside-Albert Fire Department's Cashable GIC's

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Jonah* **THAT WHEREAS** the Riverside-Albert Fire Department's Cashable GIC's of \$45,039.06 (#45) & \$9,738.67 (#48); and

**WHEREAS** it was resolved that \$12,600 plus Net HST (539.97) be withdrawn from GIC #45 for the purchase of two (2) Mini Splits & one (1) Cold Climate Heat Pump System by Terris Refrigeration Ltd; and

**WHEREAS** that leaves \$41,637.76 plus interest to be reinvested;

**BE IT RESOLVED** that \$41,637.76 plus interest be reinvested in a Cashable GIC for another year.

**MOTION CARRIED**

RESOLUTION

**IT WAS MOVED** by *Councillor Ward Russell* and **SECONDED** by *Councillor Coates* "that the document entitled Fundy Albert Five-Year Capital Investment Plan for the Gas Tax Fund Administrative Agreement 2014-2018 be adopted".

## MOTION CARRIED

## RESOLUTION

**IT WAS MOVED** by **Councillor Ward Russell** and **SECONDED** by **Councillor Elderkin** “that the document entitled Fundy Albert - Five-Year Capital Investment Plan for the Canada Community-Building Fund (CCBF) 2019-2023 be adopted”.

## MOTION CARRIED

### 12. PUBLIC COMMENTS AND STATEMENTS

-Mr. Knickle thanked Council for listening and left them with a letter.

-Mr. Kelly offered his services to help with the village’s website.

He looked for clarification with the lack of Christmas lights on Main Street in Alma - **Mayor Rochon** explained that the hardware had an issue, and it was being fixed.

Mr. Kelly noted that when the Hillsborough Recreation Council was brought up in a previous meeting, some council members might not have been as forthcoming with information as they could have been.

-Mr. Warnock expressed his gratitude to **Councillor Ereaux** for conducting the joint levels of government funding announcement in Alma and thanked **Mayor Rochon** for allowing it.

-A resident expressed support for the knotweed program. He stressed the importance of it and stated that it is a problem outside of Alma as well.

-Mrs. Chrysostom asked for the role of Director of Community Services to be publicly explained.

**Mayor Rochon** shared that the Director of Community Services oversees tourism, social media, grants, economic development, etc.

### 13. CLOSED SESSION

**IT WAS MOVED** by **Councillor Elderkin** and **SECONDED** by **Councillor Ereaux** to move into Closed Session of Council under:

- a. *Local Governance Act, SNB 2017, 68 (1)(j)* labour and employment matters
- b. *Local Governance Act, SNB 2017, 68 (1)(d)* proposed or pending acquisition or
- c. disposition of land
- d. *Fundy Albert By-Law No. 2022-02 Code of Conduct By-Law for the Council of Fundy Albert*

**MOTION CARRIED** 9:08 pm

**14. ADJOURNMENT**

**IT WAS MOVED** by *Councillor Coates*

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**MAYOR**

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**CLERK**