

Minutes

Special Meeting Fundy Albert Council

Hillsborough Village Office

November 27, 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

James Coates- Councillor, Ward 5

Heather Ward Russell- Councillor, Ward 6

Tammy Rampersaud- Assistant Clerk

*note Councillor Elderkin participated virtually

1. CALL TO ORDER

Mayor Rochon called the meeting to order at 6pm.

2. ADOPTION OF THE AGENDA

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Ward Russell** to accept the agenda.
MOTION CARRIED

3. CONFLICTS OF INTEREST DECLARATIONS

None

4. CLOSED SESSION

IT WAS MOVED by **Councillor Ward Russell** and **SECONDED** by **Councillor Coates** to move into a Closed Session of council under the *Local Governance Act, SNB 2017, 68 (1)(j)* labour and employment matters

MOTION CARRIED

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Jonah* to bring the meeting back into open session at 6:59 PM

MOTION CARRIED

5. HUMAN RESOURCES SERVICES

IT WAS MOVED by *Councillor Ward Russell* and **SECONDED** by *Councillor Land*

WHEREAS a recommendation of a recently completed workplace culture assessment includes that the Village of Fundy Albert undertake to develop Human Resource material including a human resources manual, job descriptions for employee positions, a performance management system, and an employee onboarding program; and

WHEREAS the Village of Fundy Albert Council recognizes the benefit and need of having these human resource tools developed.

BE IT RESOLVED that the Council of the Village of Fundy Albert award a services contract to Corrigan HR Consulting Inc. to prepare this material at a cost of \$9,300 plus HST of \$1,395, for a total cost of \$10,695

MOTION CARRIED

6. ADJOURNMENT

IT WAS MOVED by *Councillor Coates*

MAYOR

CLERK