

# Minutes

## Regular Meeting Fundy Albert Council

Riverside-Albert Recreation Centre

November 7, 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

### 1. CALL TO ORDER

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

### 2. ADOPTION OF THE AGENDA

Proposed additions to the agenda include:

# 12 Public Comments and Statements making Closed Session Item #13, and the Adjournment item #14.

There is also the addition of a closed session item as item 13.d.: Local Governance Act, SNB 2017, 68(1)(b) personal information as defined in the Right to Information and Protection of Privacy Act.

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

**MOTION CARRIED**

### 3. CONFLICTS OF INTEREST DECLARATIONS

**Councillor Land** declared a conflict for item 8h.

### 4. ADOPTION OF THE MINUTES

**IT WAS MOVED** by **Councillor Coates** and **SECONDED** by **Councillor Land** to adopt the minutes of the Regular Council meeting of October 3, 2023.

**MOTION CARRIED**

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Coates* to adopt the minutes of the Special Council meeting of October 12, 2023.

**MOTION CARRIED**

**IT WAS MOVED** by *Councillor Coates* and **SECONDED** by *Councillor Ward Russell* to adopt the minutes of the Committee of the Whole meeting on October 17, 2023 with the following amendments:

Statements and inquiries- *Councillor Ereaux* noted that it should read that some of the services should be shared.

Public Statements or comments- Mr. Kelly would be in favour of the zamboni and would want to see it shared equally throughout the former municipalities.

**MOTION CARRIED**

## 5. CONSENT AGENDA

None

## 6. PUBLIC AND ADMINISTRATIVE PRESENTATIONS

Mrs. Natalie Papazian inquired about the use of the Riverside-Albert Recreation Center one day per week after 2 PM for homeschooled children.

She was thanked and asked to submit the ask in writing to the CAO.

Mr. McBurnie had cancelled his presentation.

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

Temporary suspension of Committee of the Whole Meetings

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Coates* that the Village of Fundy Albert temporarily suspends Committee of the Whole meetings until January 2024.

**MOTION CARRIED**

Caledonia Regional High School Lunch Program

**IT WAS MOVED** by *Councillor Jonah* and **SECONDED** by *Councillor Land* that the Village of Fundy Albert supports the food program at the Caledonia Regional High School program with a \$500 grant.

**MOTION CARRIED**

## 8. REPORTS FROM ADMINISTRATION

a) Interim Administrator Report

Our interim administrator reports that:

- She has worked with FERO Waste to secure temporary household waste collection for Alma and Riverside-Albert due to the issues with Public Safety and the trucks we were using (including emails with Service New Brunswick, Motor Vehicle Branch, and the Department of Public Safety)

- Budget - ongoing work and meetings/discussions with the Treasurer
- Seeking information from EXP Engineering to allow us to send in an extension request to the Regional Development Corporation for the watermain project in Riverside-Albert

#### b) Request for rebates

Council received of two requests for rebates to water and wastewater invoices relating to the prolonged boil water advisory. The requests identify By-law #88A, the Village of Alma water and sewage bylaw. After discussion it was decided that these requests would be denied. While council is empathetic to the situation faced by residents of the community of Alma to do so will only result in a deficit for the utility, which will then be passed on to all users.

#### c) EPR-PPP Program

In a council report from the benefits and risks of opting in versus opting out of the ERP-PPP Program were outlined. A decision will need to be made by December 18th. It was agreed that a representative of ECO360 will be invited to present the options at the December 5th regular meeting and answer any questions council may have.

#### d) NB Police Association Request

The New Brunswick Police Association requested Fundy Albert purchase an ad in their 36th Annual Crime Prevention Guide.

Rates range in price from a business card sized ad for \$252.17 plus HST to a full-page color spread for \$2,034.78 plus HST.

The request was denied.

#### e) MADD Canada Request

MADD Canada is requesting that Fundy Albert purchase an ad in their yearbook.

Rates range in price from a business card-sized ad for \$299 plus HST to a back cover of \$2,200 plus HST.

The request was denied.

#### f) Youth Impact Holiday Bag Request

Council received a request from a Moncton area non-profit looking for donations of items to include in holiday bags to be handed out to youth in the care of Youth Impact Jeunesse Inc.

Unfortunately, there isn't any material to donate at this time.

#### g) Reciprocal Agreement - Anglophone East School District

The Anglophone East School District is looking to sign a formal agreement between it and the Village of Fundy Albert to look after the schools in the Village's outdoor facilities. A virtual meeting took place on October 10th between representatives of Anglophone East School District, **Mayor Rochon** and **Councillor Elderkin** to discuss their request.

A follow-up meeting will take place on December 7th.

#### h) Zamboni

**Councillor Land** declared conflict and left the meeting.

At the committee of the whole meeting on October 17th, a request to donate a refurbished Zamboni by a local area business was brought before council. The general consensus was issues with some of the conditions that were attached to the donation.

After discussion, it was concluded that Mayor Rochon will draft a letter to Mr. MacLean outlining which conditions council is prepared to accept ie: adding the logos to the zamboni, as well as clearly stating that the Village would like no condition on how the machine is used. There is also more clarity needed on the issuance of the tax receipt.

**Councillor Land** re-joined the meeting.

#### i) Truck Updates

On October 24th, one of our trucks that is used for solid waste collection was the subject of an inspection by a justice and public safety officer. The officer noted that the vehicle did not have two plates as required under the Motor Vehicle Act, and questioned whether the gross vehicle weight rating on the truck accurately reflected the addition of the cage being used to transport solid waste. The report included that the second plate needed to be installed prior to the next dispatch. The inspector also questioned whether the addition of the cage on the box of the truck constituted a modification to the vehicle. The implication being that if the truck was considered modified, it would have to undergo a special safety inspection.

Based on the information provided, Fundy Albert administration quickly arranged for an alternate means of solid waste collection. While there are additional costs associated with this, failure to do this would have resulted in the suspension of solid waste collection. Arrangements were made to have solid waste collected for a period of 30 days, to allow us to resolve the regulatory issues.

After consulting with a specialist from the Department of Justice and Public Safety, it was determined that the truck configuration does not constitute a vehicle modification. A second plate therefore needs to be installed on the vehicle, and the gross vehicle weight rating on the truck needs to accurately reflect what the truck is being used for.

In June of this year, our Director of Operations provided our CAO with a list of the trucks that the village of Fundy Albert currently has, and his recommendations for the entity going forward. The Director of Operations recommends maintaining a three-ton 4 by 4 with a dump box and plow, a one-ton truck 4 by 4 with a dump box and cage, two ¾ ton 4 by 4 trucks with plows and a half-ton truck 4 by 4 regular cab 8 8-foot box.

**Councillor Land** shared with council what the Director of Operations would like to see in the inventory:

Trucks- sell Dodge 2017 from Alma.

Trade-Buy ¾ truck extra or regular for plow4x4

3 ton needs to be replaced- 2012 Ford F-550 with new for plow, dump box

Canyon is good

1 ton 2012 2 wheel drive is okay for now

1 ton 2016 Riverside-Albert 4x4 is okay

5 trucks are on site as of present

Need- ½ ton 4x4 ex-cab for workers

#### j) Fundy Albert Purchasing Policy

**Councillor Ward Russell** and **Councillor Ereaux** have submitted a proposed Fundy Albert purchasing policy for adoption by the municipality.

They are asking for feedback before formalizing.

k) Fundy Albert Policy on Use of Municipal Resources

**Councillor Ward Russell** and **Councillor Ereaux** have submitted a proposed funding Fundy Albert policy on the use of municipal resources.

l) 2024 Fundy Albert Budget Deliberations

The treasurer and interim administrator continue to work on the development of the 2024 budget for Fundy Albert. The goal is to have a draft budget ready for Council's consideration and input sometime next week with budget deliberations taking place at that time.

## 9. BYLAWS

None

## 10. MAYOR AND COUNCILLOR STATEMENTS AND INQUIRIES

**Councillor Ward Russell**- Attended UMNb meetings recently as well as SERSC. Both were informative. Coming up she will be attending the UMNb conference and AGM. She's had conversations with DTI staff regarding trees on road. They have been removed. Looking at council meetings moving forward she would invite council to have meetings in Wards 5 and 6 going forward as well.

**Councillor Elderkin**- installation of the 2 mini-splits has been installed in the Fire Dept. In Riverside-Albert.

Thank you to Kim Beers for the quick installation of the Remembrance Day banners.

She attended the Albert Co. Tourism Dinner.

Fire Chief of RA was on a 5-year contract.

**IT WAS MOVED** by **Councillor Elderkin** and **SECONDED** by **Councillor Jonah** to renew the contract for Everett Osmond as the Fire Chief of Riverside-Albert for 5 years beginning Dec. 2023.

**MOTION CARRIED**

**Councillor Land**- Had a meeting with the Director of Operations regarding truck asset management. Arena is working well.

**Councillor Coates**- Route 910 the washout- Modern Construction will likely start in spring.

Attended the Albert Co. Tourism Dinner.

EMR radio costing has been sent to council and Chiefs.

**Councillor Jonah**- brought to his attention that a platform on the duck pond on the Gulf Club Road requires attention.

**Councillor Ereaux**- Culvert on 114 in Alma- issues. Looking to get the WAWA permit and is in hands of DFO.

No Phase One water testing results for Alma yet.

Reminded everyone of the Remembrance Day Ceremonies taking place.

**IT WAS MOVED** by *Councillor Ereaux* and **SECONDED** by *Councillor Elderkin* to offer an honorarium of \$50 for the Piper that will be performing at the Remembrance Day Ceremony.

**MOTION CARRIED**

He has received inquiries about what exactly the Hillsborough Recreation Council is.

After discussion, it was determined that it is a long-standing not-for-profit. There will need to be more research done to understand the specifics and workings of the Rec. Council.

**Mayor Rochon-** The Village has received a proposal from Englobe to prepare a long-term control plan for the Alma wastewater system. The plan is a requirement by the Department of Environment to maintain the community's approval to operate, following an audit conducted by them. Englobe has been provided the authorization to proceed based on the fact that this work is critical to our continued ability to operate the wastewater system.

He attended the Union of Municipalities of New Brunswick Zone 2 meeting held at the city of Dieppe on Saturday, October 21st.

He attended the monthly board meeting of the Southeast Regional Service Commission in Berry Mills on October 24th, where the Commission's 2024 operating and capital budgets were formally adopted by the board.

The Village of Fundy Albert proudly hosted the SE Regional Service Commission's all-council meeting at Broadleaf Guest Ranch on Saturday, October 28th. There was excellent representation from this and other councils from across the region. Thanks to Wendy Hudson and her team of employees at Broadleaf Guest Ranch for the use of their facility and catering such an excellent meal.

He attended a Remembrance Day service at the Hillsborough Baptist Church on Sunday, November 5th. Our local member of parliament Rob Moore provided greetings on behalf of the federal government.

11. NOTICES OF MOTIONS AND RESOLUTIONS

a) Motion to transfer funds - Riverside Albert Fire Department improvements

Transfer of Funds – Riverside-Albert Fire Department improvements

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Coates*

WHEREAS the approved purchase & installation of two (2) Mini Splits & one (1) Cold Climate Heat Pump System by Terris Refrigeration Ltd. costed \$12,600 plus HST; and

WHEREAS the budget did allow for the funds to cover the purchase & installation;

BE IT RESOLVED that \$12,600 plus NET HST be withdrawn from Riverside-Albert Fire Department's GIC #45 which has been earmarked for Riverside-Albert Fire Hall Upgrades.

**MOTION CARRIED**

b) Motion to approve lease agreement with Friends of Fundy

Resolution to approve the lease agreement between the Village of Fundy Albert and Friends of Fundy

**IT WAS MOVED** by *Councillor Coates* and **SECONDED** by *Councillor Ereaux*

BE IT RESOLVED that the Village of Fundy Albert enter into an agreement with Friends of Fundy / Fundy Guild to rent the Gallery Space of the Alma Cultural Building (Upper Rear Unit) for the period from October 1st, 2023 to March 31st, 2024 at the rate of \$300.00 per month.

**MOTION CARRIED**

c) Motion to transfer funds – Hillsborough Asset Management Plan

Resolution to transfer funds – Hillsborough Asset Management Plan

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

WHEREAS the cost to complete Hillsborough’s Asset Management Plan Phase II is \$62,500; and

WHEREAS The Federation of Canadian Municipalities has granted the Village of Fundy Albert with \$50,000 towards Hillsborough’s Asset Management Plan Phase II; and

WHEREAS \$12,500 plus net HST is not covered by the grant given by the Federation of Canadian Municipalities;

BE IT RESOLVED that \$12,500 plus net HST be transferred from Hillsborough’s General Reserve to Fundy Albert’s Capital fund to cover the remaining cost of the Hillsborough Asset Management Plan Phase II.

**MOTION CARRIED**

d) Motion to amend the Fundy Albert Credit Card Policy

Resolution: Fundy Albert Credit Card Policy – Amendment II

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

WHEREAS the Fundy Albert Credit Card Policy currently states the credit card limit of the Treasurer at \$11,500; and

WHEREAS the Alma Fire Chief has requested a credit card; and

WHEREAS the credit limit of the Treasurer’s card has been adjusted from \$11,500 to \$10,000 to allow for a \$1,500 credit card for the Alma Fire Chief;

BE IT RESOLVED that the Fundy Albert Credit Card Policy’s Treasurer credit card listed limit be adjusted from \$11,500 to \$10,000 and a \$1,500 credit card be added for the Alma Fire Chief.

**MOTION CARRIED**

## 12. COMMENTS AND STATEMENTS FROM THE PUBLIC

Mr. Warnock-

Sunrise ceremony for Remembrance Day.

Thank you for the veteran's banners in Alma.

Thank you for paving and fixing the shoulders. Still ditching needs to be done.

Some cutting of knotweed- some took root on another property. The property owner has taken care of it.

Ms. Sutherland- received a letter on tax levies and will be putting together a report for council.

### 13. CLOSED SESSION

**IT WAS MOVED** by *Councillor Coates* and **SECONDED** by *Councillor Land* to move into closed session under the Local Governance Act, SNB 2017, 68(1)(b) personal information as defined in the Right to Information and Protection of Privacy Act

**MOTION CARRIED**

### 14. ADJOURNMENT

**IT WAS MOVED** by *Councillor Land*

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**MAYOR**

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**CLERK**