



**Minutes
Committee of the Whole Meeting of the Council of Fundy Albert**

**June 18, 2024, 4:30 p.m.
W.H. Steeves House Museum
40 Mill Street, Hillsborough**

Present: Mayor Rochon
Deputy Mayor Ereaux
Councillor Elderkin
Councillor Land
Councillor Jonah
Councillor Coates
Councillor Ward-Russell

Staff Present: Linda Sabourin, CAO/Clerk
Kim Beers, Director, Community Services
Scott Reid, Director, Operations
Jillian Hutchinson, Treasurer

1. Call to Order

* Deputy Mayor Ereaux attending virtually

Mayor Rochon called the meeting to order at 4:30 pm.

2. Adoption of Agenda

That the Agenda be approved as amended with the addition of item 4(g) a report from bylaw enforcement.

Moved by Councillor Ward-Russell

Seconded by Councillor Coates

MOTION CARRIED - Unanimous

3. Conflict of Interest Declarations

None

4. Public and Administrative Presentations

a) Fundy Albert Strategic Plan

Ben Proulx, of Transitional Solutions, presented to council the 2024-2029 Fundy Albert Strategic Plan that resulted from the Community Engagement Sessions and the session with Council. He noted the level of participation from members of the community was impressive. This document will be used by council and administration to move the organization and community forward. The mayor pointed out that there is a direct link between the strategic plan and the annual report that is mandated by the province.

b) Fundy Blades - Stephanie Brignolio and Carla Richard

S. Brignolio stated that it costs them \$30,000 a year in operation costs and they are reaching out for support in funding and advocacy.

The 2024 extended program into spring saw 20 skaters, and hockey use with the additional ices time however they do not know what that looked like on the side of the municipality – what was brought in for revenue, and what is cost to see if it is feasible to continue the spring season and additionally to start earlier in the fall.

Looking for:

1. Confirmation of start date by end of next week
2. Where funds are allocated for sponsors inside arena
3. Requesting support in board advertising

Deputy Mayor Ereaux lost connection to the meeting at 4:45 pm and rejoined at 4:47 p.m.

The Director, Operations stated that the stress on the compressor with earlier opening and later closing has the potential to cause the compressor to fail resulting in the loss of an entire season. The CAO stated that a full review of the arena was scheduled for August 2024.

c) Lower Coverdale Fire & Rescue Quarterly Report - Riverview Fire Department

A quarterly report of the services related to fire response for Wards 6 and parts of Ward 5.

d) CSO/SSO Long-Term Control Plan - Alma's wastewater system

This report is for information on a project that was initiated in 2023. The work has been completed and will help to support decisions for the 2025 budget.

Deputy Mayor Ereaux requested clarification on the lagoon condition as listed on page 25 and requested Englobe to comment on the condition of the lagoon.

e) PAWS Quarterly Report

A quarterly report on Animal Control in Fundy Albert. Mayor Rochon asked if the number of patrols were consistent with the contract, and the CAO

confirmed that they were. The CAO stated that she is reaching out to the SPCA for a report and hopes to have one by the next meeting.

f) Administrative Report

CAO/Clerk Linda Sabourin spoke about the community grants program, the status of tenders and building permits.

Treasurer Jillian Hutchison informed Council that the team is preparing to provide documentation to the accountant on the 2023 Fundy Albert Audited Financials. She reviewed the income statement and aging receivables. She noted that, 11 disconnection notices, 75 disconnection warnings and 75 overdue notices have been sent on delinquent utility bills.

Councillor Elderkin asked what items were included in an expense line item and noted that expenses in Riverside-Albert were down a bit however it was noted that this is more about timing.

Deputy Mayor Ereaux noted that on the water disposal expenses we were at target for the year (42%) however, on the water supply side it shows Alma at (55%), Riverside-Albert at 32% and Hillsborough at 14%. Are the projections to the end of year still on target? J. Hutchison noted that some of the Alma costs are in and out once funding is applied, and that Hillsborough had budgeted for water exploration which isn't planned until the Fall.

Mayor Rochon liked the ageing receivables charts and wants to see more granular reporting for those more than 3 months behind in utility payments.

Director of Community Services, Kim Beers informed council that maps were being designed for the shoreline trail and there will be a volunteer BBQ event for those who helped install the signs and do other tasks for the trails. She is still waiting for confirmation on various grants Fundy Albert has applied for, however Alma has been approved for a DC fast charging station (but possibly not Riverside-Albert or Hillsborough). Fundy Albert offered two \$500 grants for local high school graduated. CRHS Scholarship Committee met and decided on **Savana Harris-Blanchard** as the recipient for the Fundy Albert Bursary. Riverview High School scholarship committee chose **Ryan Anglehart** as the recipient of the bursary. Fundy Albert, in partnership with ACTA, applied for a grant for two laptops and two printers for the visitor information centres in partnership with ACTA. She is working with Hope-wellness Eco Resort for a grant through the RDC to host Village Vibes this summer. Lastly, she reported that work on the new Fundy Albert website is well underway.

Director of Operations, Scott Reid provided an overview of the public works activities, noting work on lawn maintenance, community flower gardens, opening of the pool, cleaning up of trails, quotes for various larger jobs and road work. He noted their in-kind contributions for "day of caring" and Family Fun Day fundraiser.

Councillor Jonah asked about the ice plant of the arena.

Councillor Elderkin asked about chipseal on Forestdale Road, the stop sign at Forestdale & Highway 114, and the washrooms at the lookout.

Deputy Mayor Ereaux asked about summer road maintenance planning such as grading, shoulder repair, culvert repair and paving. The Director, Operations stated that he just received his budget that day as it was on hold pending funding for other major projects such as golf club road and pound hill. Deputy Mayor Ereaux noted that we need to tell the community when & where work is being done. Lastly, he pointed out the space in front of Cleveland House in Alma and determining who it responsible for maintaining it.

Councillor Land noted the many potholes that required filling.

Councillor Coates asked who patched the 114 at Grey Brook. He asked about the 33' from centre of the road rule and was informed that DTI only maintains between the white lines under the Provincial Municipal Highways Partnership Guidelines.

Councillor Ward-Russell requested an overview of the arena and suggested that there was grant money out there we should be tapping into.

Deputy Mayor Ereaux asked about the temporary water in Alma and a recent conservation notice. He asked that we check with Englobe to see if there is a contingency plan where the cut-off point moves so that more users are on the park water should the situation require it. The idea of meters installed in various locations in the system was brought forward and Phase 2A of the project should include the capacity to monitor where the water is going in the distribution system.

L.Sabourin continued by reviewing the bylaw amendment schedule and provided an update on the branding session and website. The strategic plan will be posted to the website and brought to council August 6 for their approval. Council will also organize sessions in each Ward. She closed the administration report with a review of the status of major projects.

Councillor Elderkin noted that the Riverside-Albert Recreation Centre gets used a lot but noted that there was little revenue generated. The Director, Community Services said that a lot of rentals are in-kind.

Deputy Mayor Ereaux asked for a status on the Anglophone Reciprocal Agreement. Mayor Rochon stated it was in the hands of council, pending a decision on the items they are asking for. This will be added to the Committee of the Whole meeting in August. He asked about a request from a resident for garbage collection at Denis Beach. It is crown land, and no one is managing the area.

g) Bylaw Enforcement

The May by-law enforcement report was included in the Council package. Councillor Ward-Russel noted, again, that there was no mention of Lower Coverdale and said there are properties of concern in that area.

The issue of long grass was discussed, and it was noted that Dieppe recently repealed their grass bylaw.

5 New Business

a) Fundy Albert Municipal Facility Use Policy

Council was provided a draft of the new policy for their review and comment. Initial comments received included a rate review, helmets at the arena, Kiwanis ball field, Alma incubator spaces.

b) Regional Fire Dispatch

Mayor Rochon presented information on how Fundy Albert fire departments receive fire calls. NB911 has been urging all fire departments to onboard with a Regional Fire Dispatch service. It was recommended that discussions are had with the three fire departments, a validation of expected costs is received and that our treasurer confirms available funding. The cost is based on the previous year's tax assessment and estimated at \$4437 per quarter.

6. Mayor and Councillor Statements and Inquiries

Deputy Mayor Ereaux informed council of the meetings of the Water & Sewer Bylaw Consolidation Ad hoc Committee. He asked of council to find a better approach to an amendment of a motion or resolution at a council meeting and recommended a council report form for all motions. Lastly, he spoke of the disposition of assets (for example a truck, land, domain name, etc.) and asked for a policy to guide how assets are disposed of.

Councillor Jonah brought forward an issue with permitting for a new laundromat in Hillsborough. Director, Operations said the concerns are quantities of chemicals and detergents that could impact the lagoon. He stated there was a large racoon around Academy Street.

Councillor Elderkin thanked all those who volunteered on Day of Caring. She attended the unveiling of Albert the dinosaur at the Albert County Museum. Councillor Elderkin attended the baccalaureate services for the 2024 Caledonia High School and wanted to congratulate the graduating class for their community spirit on Prom night, visiting all areas of the municipality, noting we would learn from their example. She concluded with a thank you for the fire departments and all they do for their communities.

Councillor Ward-Russell wanted to bring up the issue of bylaw enforcement in her Ward. She thanked the Hillsborough Library for bringing their summer program to White Birch playground. She will be requesting a meeting with Environment and Local Government to provide an update on the Greensboro lagoon. Councillor Ward-Russell would like to see a bylaw on lawn maintenance. She stated that if locations outside of the villages is receiving garbage pick up, she would like the playground at White Birch Estates to be added to the list. Lastly, she congratulated all graduates.

Councillor Coates had nothing to add.

Councillor Land thanked the administration for their work on the pool and the hours is planned to be open this summer. He attended a meeting of the Homecoming Days Committee, noting events are planned for the end of July.

Mayor Rochon reiterated a congratulations to all graduates in the municipality. He provided an update on the repairs to Golf Club Road and Route 114 at Grey Brook. A meeting of the SERSC Public Safety Committee June 14 they discussed regional emergency response collaboration, policing services regional fire dispatch. Lastly, he spoke of three documents provided by the Union of Municipalities New Brunswick including an Advocacy guide, a dialogue for action, and an election toolkit and recommended that council invite candidates for the upcoming election to council meetings now before the writ is dropped.

7. Public Statements and Inquiries

A resident made a comment on the numerous potholes and the danger they present, especially when driving at night.

8. Closed Session

Moved by Councillor Coates
Seconded by Councillor Jonah

THAT the meeting enters closed session per Local Governance Act, SNB 2017, 68 (1)(j) labour and employment matter at 7:06 pm.

MOTION CARRIED - unanimous

Moved by Councillor Land
Seconded by Councillor Elderkin

THAT the meeting moves back to the regular session at 7:56 pm.

MOTION CARRIED - unanimous

9. Adjournment

Moved by Councillor Coates

THAT the meeting be adjourned at 7:57 pm.

Mayor

Clerk