



Minutes  
Regular Meeting

August 6, 2024, 6:00 p.m.  
Alma Multicultural Building  
13 School Street, Alma

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

Staff Present: Linda Sabourin, CAO/Clerk

1. Call to Order

Mayor Rochon called the meeting to order at 6:00 pm.

2. Adoption of Agenda

**IT WAS MOVED** by Councillor Ward Russell and **SECONDED** by Councillor Elderkin **THAT** the agenda be adopted as amended, with the following additions:

11.e. Motion in relation to participation in the EMO Regional Collaboration Initiative.

12. Public Statements and Comments.

**MOTION CARRIED (unanimously)**

3. Conflict of Interest Declarations

None

4. Adoption of Minutes

a) June 4, 2024 - The minutes of the June 4, 2024, Special Council Meeting were parked pending corrections - 11c & d -vote missing - 6 in attendance not 5.

b) June 11, 2024 - The minutes of the June 11, 2024, Special Council Meeting were parked pending corrections - #2 - no motion and no vote.

c) June 18, 2024 - The minutes of the June 18, 2024, Special Council Meeting were parked pending corrections - # 2-no motion and vote #4 no indication of a vote to be tabled.

- d) June 18, 2024 - **IT WAS MOVED** by Councillor Ward Russell **SECONDED** by Councillor Land **THAT** the Minutes of the Committee of the Whole Meeting June 18, 2024, be approved.  
**Motion Carried** (unanimously)
- e) June 19, 2024  
**IT WAS MOVED** by Deputy Mayor Ereaux **SECONDED** by Councillor Elderkin **THAT** the Minutes of the Special Council Meeting June 19, 2024, be approved.  
**Motion carried** (unanimously)
- f) July 9, 2024  
**IT WAS MOVED** by Councillor Elderkin **SECONDED** by Councillor Coates **THAT** the Minutes of the Special Council Meeting July 9, 2024, be approved.  
**Motion Carried** (unanimously)

5. Consent Agenda  
None

6. Public and Administrative Presentations

a) Update on Steeves Street Land Disposition

Mayor Rochon provided an update on Steeves Street.

b) David Briggs – Steeves Street Land Sale

Mr. Briggs requested a formal appeal on the decision reached in the Steeves Street land deal. Would like to see more transparency in future deals without any conflicts of interest going forward. Felt that there was no time limit stated in the RFP and that appeared to be one of the deciding factors in the decision. He asked that going forward the council look at what is best for the entire Fundy Albert municipality not just certain areas.

Deputy Mayor Ereaux explained that you are not able to appeal however it could be rescinded by Council if there was unanimous consent to do so.

c) Alastair MacFarlane – Fundy Albert Rural Plan

Mr. MacFarlane discussed hobby farming and the keeping of livestock. He recommended having rules that allow for these in higher density areas. Addressed some of the differences of the old and new rural plans and stated there currently is mention of hobby farms in the new plan. He has polled local individuals to get their opinions on this subject.

Two-minute presentations

**Jeff Cooke – Golf Club Road and the Rural Plan**

Spoke about his cabins on Golf Club Road and was looking for an update on the repairs to this road. He stated that we are rural and so we should remain this way.

**Gary Hoadley – zoning changes**

Spoke about his property and about the Alma Rural Plan that he assisted in drafting. He is concerned that under the new rural plan, his neighbour will be zoned differently than he is. Worried about his property values changing.

### **Terry Rossiter – land sale and rezoning**

Supports Mr. Briggs and doesn't feel he was treated fairly. Thought there may have been a conflict of interest and that there wasn't enough community say in the land sale. The mayor informed him that if he feels there was a conflict there was a procedure on how to fill out a form to file a complaint that would then be addressed by the council.

### **Steve Milburn – land sale**

The issue he has is the decision not the process and feels there should be a way to override these Council decisions. Feels there is lots of room in the Village for both businesses. He previously sent a letter to Fundy Albert about reviewing this decision. He reiterated that he wants Council to reconsider the decision.

### **Mr. Jason Horseman – zoning changes**

Mr. Horseman is concerned with the possible increased lot size in rural from 2 acres to 4 acres with more frontage. Also mentioned the new plan causing his daughter not to be able to build a house on his property. He currently has lots of projects on the go and is worried about be cited with unsightly premises and about not being able to mow inside the village limits which will restrict where he can get hay for his livestock.

### **Mr. Kirk Brewer - Rural Planner, SERSC**

Addressed some of the presenters' questions and concerns regarding the proposed Rural Plan and zoning. He explained what rural plans currently in place in the villages and local service areas currently consist of with respect to what is allowed as far as agriculture and hobby farming.

## **7. Reports and Recommendations from Committee and Private Meetings**

- a) **Emergency Measures Committee** - Councillor Coates provided an update of the EMO Committee. He suggested that Fundy Albert join the Provincial EMO Regional Collaboration. Councillor Coates would like to see the municipality adopt the recommendation.
- b) **Personnel Committee** - Councillor Ward Russell informed council of a meeting on July 17, 2024. It was a closed session meeting.
- c) **Water and Wastewater Bylaw Consolidation Committee** - Deputy Mayor Ereaux stated there were two meetings of the committee - June 19 and July 24. In these meeting they were addressing different billing options such as metering based billing (with a presentation from Englobe) and billing based on units. This committee includes councillors and constituents, and they have been getting feedback from the committee on the pros and cons of each option.

## **8. Reports from Administration**

**CAO Items** - Acknowledged receiving two thank you letters from Ryan Anglehart and Savannah Harrison, the recipients of the 2024 Fundy Albert bursaries. The CAO announced that Scott Reid has stepped down as Director of Operations after 19 years of service and that Fundy Albert has initiated a competition to fill the position.

9. Bylaws  
Fundy Albert Rural Plan

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

**WHEREAS** Fundy Albert is proposing to adopt a by-law 2024-07 Fundy Albert Rural Plan in order to consolidate the former rural plans for the Village of Alma, Village of Riverside-Albert, Village of Hillsborough and Westmorland Albert planning area

**WHEREAS** the proposed rural plane was referred to the planning review and adjustment committee and Public Hearing was held July 25, 2024

**WHEREAS** council is considering changes to this proposed rural plan in order to consider comments and concerns brought forward to the hearing

**BE IT RESOLVED** that a second public hearing to consider changes to the proposed by-law be scheduled for Thursday September 26, 2024, at 6:30pm at the Hillsborough Kiwanis Centre and Rural Plan By-Law 2024-07 be referred to Southeast Planning Adjustment Committee for its written reviews on proposed changes

There was some discussion about forming an Ad Hoc committee.

**IT WAS MOVED** by Deputy Mayor Ereaux and **SECONDED** by Councillor Land **THAT** an amendment be made to postpone the public hearing to a future date.

**Motion Carried** (unanimously)

10. Mayor and Councillor Statements and Inquiries

**Councillor Land** thanked all the community volunteers for the many events that have been happening in our communities over the year so far.

**Councillor Jonah** thanked all committees and volunteers. He also asked about the speed bumps on Academy Street.

**Councillor Elderkin** stated what a huge success our Canada Day Celebrations were and wanted to congratulate all organizers of events on a job well done. She acknowledged the Hillsborough Railway and Hillsborough Library for the work being done there. She noted that the Sunday markets in Riverside Albert are being well supported and what a great event this was. She would like clarification on:

- paperwork for contract on Forestdale Road and chipseal from DTI.
- Survey pin missing from a residence on Forestdale rd.
- Sale of RA office.
- Bushes at Route 114 and Forestdale need to be trimmed and was wondering if that was our responsibility or DTI's.
- Bathrooms at crooked creek lookout still require some maintenance.

**Councillor Coates** stated that brush cutting, and road repairs are ongoing. He has received complaints from people about parts of their front yards being taken by DTI as they do ditching and clearing and feels that DTI should give an update on what their plan is. There are currently two major roads closed due to construction in his ward.

**Deputy Mayor Ereaux** started with a thank you to the public works team, in particular our water operators as well as to Fundy Park for helping with Alma's temporary water. The community is looking forward to an update at Committee as a Whole meeting on the water project. He has received many comments/concerns about the land disposal issue with the Steeves Street sale. People were asking about how and why council came to the decision. He feels the Council should develop a policy on disposal of village assets. After the decision on the sale, comments and letters sent in were responded to in a general way by council indicating that their patience towards a "resolution" was needed. He advised that we should be cautious about using this language when we didn't carry through with this and to be mindful of how we project ourselves to the community.

**Councillor Ward-Russell** noted that one of her constituents should be receiving unsightly premises notice soon. She talked about where the Greensboro lagoon is at. She has had a request from white birch playground for the municipality to take over ownership. There was a fundraiser for Levi.

**Mayor Rochon** provided an update on the Golf Club Road. The culvert will be replaced with a concrete one with a fish ladder. The project is moving forward and should be completed in the late Fall. The CAO and the Mayor attended a meeting in Fredericton on July 10, 2024, with DTI regarding Route 114 at Grey Brook. There are four properties still needing to be acquired and DTI has stated a tender will be issued in February 2025 and work will start in August 2025. We will be continuing to monitor this situation.

## **11. Notices of Motion and Resolutions**

### a) Motion to adopt the Fundy Albert Strategic Plan 2024-2029

**IT WAS MOVED** by Councillor Elderkin and **SECONDED** by Councillor Coates that the motion to adopt the Fundy Albert Strategic Plan 2024-2029 be adopted.

**WHEREAS** Fundy Albert has undertaken a comprehensive Strategic Planning process to widen its future growth development

**WHEREAS** a strategic plan has been developed with input from community members, stakeholders and experts to ensure it reflects the needs and aspirations of Fundy Albert

**WHEREAS** the strategic plan outlines key priorities, goals and action to be undertaken from 2024 to 2029 to achieve sustainable inclusive growth

**BE IT RESOLVED** that council of Fundy Albert here by:

- adopt the Strategic plan as presented.
- directs the Fundy Albert administration to implement the strategic plan and report on its progress annually.
- commits to reviewing and updating the Strategic plan as necessary to ensure it remains relevant and effective in achieving Fundy Albert missions and goals.

Deputy Mayor Ereaux was concerned that the plan needed to be posted on our website. CAO to post on our site after the meeting. Mayor Rochon mentioned the need to have information sessions in all wards for any questions people may have pertaining to the Plan

**Motion carried** (unanimously)

- b) A Resolution Authorizing the Issuance of Special Permit for a Food Truck under the Alma Bylaw #8 Respecting Peddlers for Fleet Lauch Activities 2024

**IT WAS MOVED** by Deputy Mayor Ereaux and **SECONDED** by Councillor Ward Russell:

**THAT** a Special Permit for a Food Truck under the Alma Bylaw #8 Respecting Peddlers for Fleet Lauch Activities 2024 be adopted

**WHEREAS** Alma By-law 8 has established a peddler's by-law to regulate the operation of mobile vendors with its jurisdiction

**AND WHEREAS** the Alma elective has submitted an application for a special permit to operate a food truck at 8 School Street in Alma under the provisions of the Peddlers By-law

**AND WHEREAS** the operation of the food truck is a one-time event to contribute positively to Tourism Fundy Albert Strategic Pillar

**BE IT RESOLVED** that the council of Fundy Albert

1. Authorizes the issuance of a special permit to the Alma Collective for the operation of a food truck at 8 School Street under the Peddlers By-law
2. Permits the special permit subject to the following conditions
  - i) Compliance with all applicable Health and Safety Regulations
  - ii) Adherence to the operating hours and location restrictions as specified in the permit
  - iii) Maintenance of the food truck and surrounding areas in clean and orderly condition and
  - iv) Any other conditions deemed necessary by the CAO or relative departments
3. And lastly directs the CAO to monitor the operation of the food truck to ensure compliance with the terms of the special permit and the peddler's by-law

There was a discussion about this being a one-time fee for the Fleet Launch 2024.

**Motion carried** (unanimously)

3. A Resolution on the Waste Collection Services Management Agreement with SERSC

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

**WHEREAS** the Municipality is responsible to manage the collection of household waste

**WHEREAS** the Municipality desires of having the Southeast Regional Service Commission manage the collection of household waste on its behalf

**AND WHEREAS** the Southeast Regional Service Commission desires of managing the procurement process and contracts with collectors of household waste known as collectors related to the collection of household waste for several municipalities and rural districts, including this municipality

**WHEREAS** the municipality wishes to engage the Southeast Regional Service Commission with respect of management of the procurement process and subsequent contracts with collectors described above and to provide the services defined here in

**AND WHEREAS** service commission has issued a request for proposal #2024-01 with respect to residential waste collection services

**AND WHEREAS** this is a non mandated service under the Regional Service Delivery Act of New Brunswick (RSDA)

**AND THEREFORE** all services referenced here in are to be fully financed through the participating municipalities

**BE IT RESOLVED** that council authorizes the Clerk and Mayor to sign and affix the corporate seal on the Waste Collection Services Management Agreement 4160-8678-7409 version 3 between Fundy Albert and Southeast Regional Service Commission to opt into the regional waste collection model, subject to a contract award by Southeast Regional Service Commission at the August board meeting and hereby authorize the Fundy Albert CAO to serve as the municipal contract manager.

Deputy Mayor Ereaux questioned what will happen to the two resources who currently are tasked with the waste collection. It was noted that residents will be able to put out one item biweekly as opposed to a heavy haul a couple times a year. Eco360 will continue to come to our communities as they have previously.

Councillor Elderkin was concerned about Riverside-Albert waste collection price increase. As well as what is going to happen with the staff currently tasked with waste collection?

Councillor Land asked if the truck that is currently used for waste collection be sold?

Mayor Rochon was asking what is included in the Riverside-Albert and Alma costs for waste collection.

**Motion Carried** (unanimously)

4. Motion to adopt the Fundy Albert Municipal Facility Use Policy

**IT WAS MOVED** by Councillor Ward Russell and **SECONDED** by Councillor Elderkin that the Fundy Albert Municipal Facility Use Policy be adopted.

**WHEREAS** Fundy Albert recognizes a need for a comprehensive policy to govern the use of municipal facilities to ensure their use in a manner that benefits the community and maintains the integrity of the facility

**WHEREAS** the policy outlines the procedures for booking and using municipal facilities including but not limited to; usage fees, responsibilities of users and guidelines for acceptable use

**WHEREAS** where the policy aims to promote full access to municipal facilities, support community events and activities to ensure the facilities are used safely and responsibly

**BE IT RESOLVED** that council of Fundy Albert

1. Approve the Fundy Albert Municipal Facility Use Policy as presented effective immediately
2. Directs municipal staff to input and enforce the policy to provide regular updates on its effectiveness and necessary revisions
3. Directs the administration to develop comprehensive helmet use policy, this policy should include but not be limited to the following elements:
  - a. Mandatory helmet use for all individuals participating in activities with high risk of head injury within the municipal fac

- b. Education programs to raise awareness of the importance of helmet use enforcement
- c. Mechanisms to ensure compliance with the helmet use policy.

There was a discussion about the Alma Incubator Space Policy being incorporated directly or by reference to the Municipal Facility Use Policy and being posted to the website. It was requested that the draft helmet policy be presented for review and approval two months from the date of this motion.

**Motion carried** (unanimously)

e) Motion in relation to participation in EMO Regional Collaboration Initiative

**IT WAS MOVED** by Councillor Coates and **SECONDED** by Deputy Mayor Ereaux that Fundy Albert participate in the EMO Regional Collaboration Initiative.

**WHEREAS** there is an opportunity for Fundy Albert to join with other southeast New Brunswick municipalities to develop a regional approach to emergency preparedness planning; and

**WHEREAS** participation in the regional collaboration initiative would enhance Fundy Albert's ability to develop a comprehensive emergency response plan, consistent with the Incident Command System model;

**BE IT RESOLVED** that the Council of Fundy Albert authorize the Chairperson of the EMO Committee to inform the Region 7 Emergency Measures Coordinator that Fundy Albert will join in the regional collaboration effort, develop an emergency response plan based on a regional template, and agree to sign a regional mutual aid agreement.

**Motion Carried** (unanimously)

**12. Public Statements and Comments**

- **Mr. Milburn** – land sale – was looking for something concrete
- **Mr. Horseman** – discussed a bit about the garbage contract. Feels we should not sell out your public workers and should be spending in the community and hiring locally as this can be done cheaper in-house.
- **Mrs. Elliott** – asking when video of meeting will be posted online. Doesn't feel council should be forcing the water and sewer bylaws on people.
- **Mr. Wright** – stated that Pound Hill needs to be completed and we shouldn't waste money on speed bumps
- **Mr. McFarlane** –commented on land mass vs. population. Chickens to prohibited. R1 zone in Hillsborough – permitted uses doesn't list hobby farms
- **(unknown)** – When does the land sale close
- **Mr. Lackie** –The ad hoc committee should measure the rural plan against strategic plan.
- **Mr. Kelly** – addresses the water bylaw committee to see how they were planning to measure water and sewer on Airbnb's or unregistered rooming homes.
- **(unknown)** – potholes along main street Hillsborough in front of Fire Department and pound hill can these be filled?
- **(unknown)** - can the council postpone Steeves Street land sale?



- **Mr. Warnock** – Chignecto Bay roads – is there a tender to fix these? Haven't been done in 4 years.

### 13. Closed Session

**IT WAS MOVED** by Councillor Jonah and **SECONDED** by Councillor Ward Russell **THAT** the meeting move into closed session as per:

- a) **Section 68(1)(f) of the Local Governance Act** – information concerning legal opinions or advice provided to the local government by its solicitor or privileged communications between solicitor and client in a matter of local government business
- b) **Section 68(1)(j) of the Local Governance Act** – labour and employment matters, including the negotiation of collective agreements

**Motion Carried** (unanimously)

### 14. Adjournment

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Mayor

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Clerk