



**Minutes
Committee of the Whole Meeting**

**September 17, 2024, 4:30pm 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: Jillian Hutchinson, Treasurer
Ian Barrett, Director Operations
Kim Beers, Director Community Services
Linda Sabourin, CAO/Clerk

1. Call to Order

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

2. Adoption of Agenda

IT WAS MOVED by Councillor Ward Russell and **SECONDED** by Councillor Elderkin **THAT** the agenda be adopted as circulated, including *Public Statements and Inquiries* as agenda item #8.

MOTION CARRIED (unanimously)

3. Conflict of Interest Declarations

none

4. Consent Agenda

None

5. **Public and Administrative Presentations**

4.a **Stephanie Brignolio – Fundy Blades**

Ms. Brignolio had the following questions for Fundy Albert:

1. What was the revenue for the pilot project (extension of one month) for the 2024 season?
2. What were the expenses in regard to the pilot project?
3. What upgrades would need to be done for the continued extension of the season to be possible?
4. Is there a quote of what the cost to fix or repair the compressor?
5. Asked about the Fast Track lines they have requested to have put in the last few years and whether that would be done this year?

Ms. Brignolio asked to have more financial details on what was received from Fundy Blades versus other rentals. She mentioned that the arena staff was not accommodating to their requests last season. The CAO spoke to all of Ms. Brignolio's questions and will follow-up with an email response.

4.b **Fire and Rescue Quarterly Report**

June – August 2024

Riverview reported for the Lower Coverdale area that they responded to 29 calls in the area, mostly medical calls.

Hillsborough – reported 50 incidents, of which 25 were training, meetings, administrative and maintenance.

Alma – reported 21 incidents, some of which included training, meetings, administrative and maintenance.

Riverside-Albert - no report submitted.

4.c **Unsightly Premise Report**

The August by-law enforcement report was included in the Council package. Council will need to decide how to proceed with enforcement of non-compliant properties. A motion to be brought forward at a future meeting.

4.d **Fundy Albert Website Report**

A report was submitted showing the consumer traffic to the Fundy Albert website.

4.e **Administration Report**

CAO/Clerk Linda Sabourin started with an introduction of the new Director, Operations, Ian Barrett. She also congratulated Kim Beers on achieving her

Level 1 Professional Certificate in Local Government Administration. Next, she presented the Administration report.

There is currently 18% remaining in the community grant budget; building permits are a bit lower than they have been in previous years and that the tender for the Golf Club Road is now closed.

Treasurer Jillian Hutchison – presented the financial report section. She stated that the 2023 Audit is in the sampling stage; she presented the Income Statement, and she concluded that the administration is preparing the 2025 budget for Council’s review, which should be sent to them the first week of October.

Councillor Ward Russell is looking for more details and asked to possibly get a copy of the General Ledger.

Councillor Elderkin was asking about the fire trucks and when the Riverside-Albert one was going to be delivered.

Deputy Mayor Ereaux asked why the General Ledger revenue, as a whole, is approximately a half million dollars more than was budgeted. **Jillian** responded that it is revenue that we had not budgeted that we would be receiving. He then asked if the reason Alma appears to be running a deficit was due to the water project.

Mayor Rochon noted that the Accounts Receivables were down 18%.

Director of Community Services, Kim Beers informed council of the status of grants applied for. She provided an update on the signage for Crooked Creek trail as well as the Fundy Albert signage being erected in two locations. She thanked all summer students and provided some statistics on the pool usage this summer and closed with an overview of local events.

Councillor Elderkin asked about the Alma activity centre doors and about having “swag” like magnets and t-shirts for staff and councillors when participating in community events.

CAO/Clerk completed the report by providing an overview of public works activities, upgrades to the Riverside-Albert water distribution filtration system, and ongoing projects, such as route 114 at Grey Brook work (tentative start date April 2025) and Pound Hill construction (October 1-11th, 2024)

Deputy Mayor Ereaux inquired as to whether the Booster station was part of Phase 2 Alma water project.

Councillor Elderkin inquired as to why Forest Dale Road repairs still have not been completed. She was also inquiring about whether cold patching the area of Water Street in Riverside-Albert was still a possibility? **CAO** to investigate these questions.

4.f Items from Previous Meetings

CAO is looking for some direction from Council on these matters. An administrative meeting to be held to discuss at a future time.

4.g Codiac Cycling Trails

All information was included in the Council package. Director, Community Services provided a background on the trails and why they are important to Fundy Albert, along with what this organization is all about.

Deputy Mayor Ereaux feels that there are other similar not for profit organizations that need to be discussed regarding insurance and whether Fundy Albert should be responsible for paying the premiums or not.

Councillor Ward-Russell does not think council can decide on the insurance without understanding if they are going to be requesting operational assistance in the future.

Councillor Land wanted to know how the grant was being spent. Can the Fundy Albert Grant Program be used for items of this nature?

Councillor Elderkin inquired as to whether there was a rider that we could add to our currently policy to include them in it?

6. New Business

5.a Community Grant Request – Royal Canadian Legion

The Legion Br# 32 sent a letter requesting \$4500 to refurbish/upgrade the Hillsborough Cenotaph or to receive some in-kind services.

There was a discussion on whether we could give both monetary and in-kind services. CAO to look into exactly what they are looking for.

5.b 2025 Municipal Budget

Open discussion on what each councillor would like to see considered in the 2025 Budget.

Councillor Ward Russell

- would like to see the tax rate stay the same, that shared services be on a sliding scale, Ward 6 and part of ward 5 be serviced by Riverview fire department, and capital planning.

Councillor Elderkin

- requested a meeting with the 3 fire chiefs and library to go over their budgets

Councillor Jonah

- Either drop tax rates or keep them the same

Councillor Coates

- The library board applied to the province for a second librarian.

Councillor Land

- Looking forward to comparing numbers to see the cost of running Public Works, including staffing

Deputy Mayor Ereaux

- Cost of living allowance increase – if there is going to be one
- Rethink or possibly change the non-resident (Commercial) tax rate
- Shared services:
 - currently 3 tax rates and this should change
 - Maintain or maybe add to shared services what should or shouldn't be included
 - Matching cost versus proximity
- Public Works:
 - Garbage collection in Riverside-Albert and Alma going to cease so what assets will no longer be needed
 - Having employees all start in Hillsborough is not an efficient way of doing things
 - Road maintenance was not properly budgeted last year causing the need to take almost all funds out of Riverside-Albert and Alma's budget to repair Pound Hill

Mayor Rochon

- Need to adhere to the Strategic Plan
- Try to do what we can to not have to increase tax rate

5.c Council discussion on Phylis Sutherland presentation on herbicide spraying

At the meeting on September 3rd, 2024, Ms. Sutherland asked to have a committee formed to see what the impact of spraying in Fundy Albert has on the health of the residents.

Councillors provided comment on this request and **Mayor Rochon** surmised that this is not a municipality responsibility, and he will inform Ms. Sutherland that no committee will be formed at this time.

7. Mayor and Council Statement Inquiries

Mayor Rochon provided an update on the Golf Club Road tender stating that the lowest of 5 bids came in 42% over the engineer's estimate and the next step will be to go back to the province to see how to proceed. The Mayor, Deputy Mayor

Ereaux, councillors Elderkin and Land attended the opening ceremonies for the Albert County Exhibition (ACE). Also in attendance were political members MP Rob Moore and MLA Sherry Wilson. Mayor Rochon and Councillor Elderkin also participated in the ACE parade. He wanted to thank and congratulate the ACE and the other organizations that helped make the exhibition such a great success.

Deputy Mayor Ereaux had no questions or comments at this time.

Councillor Land just wanted to thank the directors of the ACE board for putting on the Exhibition

Councillor Coates talked about Fundy Albert signage on Route 114 and stated that he feels we need some for Route 910 as well. He mentioned an unsightly premise in Dawson and that he had also received a call about feral dogs in Dawson, where the SPCA was called, and they are handling the situation. He mentioned that he attended meetings with Horizon Health on September 13th and September 5th.

Councillor Jonah started to ask about a land acquisition but was told that is a topic that needs to be discussed in closed session, which he requested it be put on the agenda for the October 1st meeting.

Councillor Elderkin wanted mention all the hard work put in by the ACE and the Riverside Fire Department for making this year's exhibition a success. She also wanted to thank the Riverside-Albert market for once again organizing the Sunday market at the fairgrounds.

Councillor Ward-Russell had nothing to add at this time.

Mayor Rochon wanted welcome Ian Barrett to our management team and thank him for agreeing to join Fundy Albert as our new Director of Operations.

8. Public Statements and Inquiries

Heather Cail provided an update on the water systems which included the following:

- Riverside-Albert boil order has been lifted however during rain events it is quite possible that this will happen again
- The filter finally gave out and we are working with EXP to have the project start in November, they are currently waiting on materials
- Hillsborough residents may notice a funny taste or smell from their water, and this is due to the Beaumont well being turned on. The water in this well contains more manganese which necessitated the increase of chlorine to oxidize.
- There appears to be brush cutting going on close to the Alma well house on the right-hand side. This is something we may want to investigate and keep an eye on.
- The cooling tower at the arena has been properly opened, with a water treatment plan, to eliminate any possibility of legionnaires disease.

Mayor Rochon inquired about the reason for the Beaumont well being brought online. Ms. Cail replied that in the main production well the static water level was reducing as a result of the dry conditions we are experiencing, so to maintain adequate water supply it was necessary to bring Beaumont online.

Councillor Jonah inquired as to when it was brought online. Ms. Cail answered a month ago.

Mr. Warnock wanted to state that the roads in Alma are in need of repair and that if it doesn't get done this year it will only cost more next year to fix them.

Mr. Rossiter wanted to know if there was an update on the Midway covered bridge. He stated that there has been no communication on where it is at or even what is wrong with it. Mayor Rochon stated that he was monitoring the situation and that he is currently waiting for the consultant's report on what is needed to fix and re-open the bridge. He also stated that DTI was responsible for this and not the municipality. Suggested to Mr. Rossiter that he reach out to Lisa Parsons about this matter.

9. Closed Session

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

- a. Local Governance Act, SNB 2017, 68(1)(d) proposed or pending acquisition or disposition of land
- b. Local governance Act, SNB 2017, 68(1)(j) labour and employment matters

MOTION CARRIED

IT WAS MOVED by Councillor Jonah and **SECONDED** by Councillor Land that the meeting move into regular session.

10. Adjournment

MOVED BY Councillor Land

THAT the meeting be adjourned at 7:00 pm

10. Adjournment

Mayor

Clerk