

**1. Call to Order**

**2. Adoption of Agenda**

**3. Conflict of Interest Declarations**

**4. Public Presentations**

**5. Information Items**

**5.1 Fiscal Reform Update**

**5.2 Notice of Restructuring Request – Town of Riverview**

**5.3 UMNAB Advocacy Days**

**6. Council Direction Requests**

**6.1 2025 Multi-Year Community Grant Requests**

**6.2 Terms of Reference – ATV Access on Roads & Streets Committee**

**6.3 Fundy National Park Liaison**

**6.4 37 Water Street**

**6.5 Greensboro Lagoon**

**6.6 Public Works Workplan**

**6.7 Horizon Health – Hillsborough**

**7. Departmental Reports**

**7.1 Chief Administrative Officer**

**7.2 Operations**

**7.3 Financial services**

**7.4 Legislative Services**

**8. Mayor and Council Statement and Inquiries**

**9. Public Statements and Inquiries**

**10. Closed Session**

Local Governance Act, SNB 2017, 68(1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract

**11. Adjournment**

# Fiscal Reform

Working in partnership for Viable  
and Sustainable Communities

February 2025

## A MESSAGE FROM THE MINISTER

I am pleased to share our first update on fiscal reform! In the coming months we plan to provide on-going communication to keep our partners informed about our progress and key milestones on this initiative.

Having worked for the town of Quispamsis for more than a decade, I understand the challenges local governments and regional service commissions face and their important role in delivering services to New Brunswickers.

Our government recognizes the financial pressures related to planning and delivering services impacted by population growth, aging infrastructure, and growing deficits. We also understand that local governments are delivering new support services to citizens. These include such things as support for food banks, settlement services, support for homelessness and increased public safety services.

As you may know, the provincial government has been collaborating with local, rural, and regional partners as part of a fiscal reform working group. Members of this group, selected by your associations, have been sharing valuable on-the-ground insights to ensure priorities and challenges at the local and regional levels are raised and considered. Thank you to everyone who has taken the time to share their ideas and represent the diverse perspectives of your members.

I can assure you that fiscal reform remains a top priority for me and our government, and we are committed to delivering a fair funding model that ensures communities can plan and deliver services effectively into the future.

I look forward to continuing to engage with you on this very important initiative.

**The Honourable Aaron Kennedy**  
Minister, Local Government





## A LOOK BACK: EARLY STEPS TOWARDS FISCAL REFORM

In January 2023, changes to the property tax structure were made including local rate flexibility on non-residential properties and the introduction of rate flexibility on heavy industrial properties. Other property taxation adjustments benefitting local governments included:

- Variable tax rates within local governments to reflect different levels of service.
- A phase-in of any tax adjustments (increases or decreases) that were a result of the restructuring to minimize the impacts to property owners.

We are now working with our partners on more comprehensive fiscal reform.

## WHY FISCAL REFORM?



Local government revenues have become increasingly reliant on property taxes, on average 84% compared to 60% in 1990.



Local governments are facing increased cost pressures due to inflation, aging infrastructure, rapid population growth and service delivery needs.



The Community Funding Grant does not meet the needs of the local governance structure.



Local governments are asking for diversification of funding to support predictability.

**The goal of fiscal reform** is to create a new funding model that meets the needs of the current local governance structure and achieves the following principles:

<b>Fairness and Equity</b>	The same rules should apply for all local governments while ensuring they can deliver services.
<b>Simplicity</b>	The funding model should be simple to apply and understand while achieving the desired outcomes.
<b>Predictability &amp; Stability</b>	Funding should reflect a local government's annual need, while trying to avoid large fluctuations from year to year to ensure predictability for planning purposes.
<b>Adequacy</b>	The funding model must enable local governments to have access to sufficient revenues to permit them to provide reasonably comparable services at reasonably comparable levels of taxation.
<b>Transparency</b>	The funding model should be easy to understand how it works and should show how revenues tie to the expenditures.
<b>Neutrality</b>	The funding model should be formula driven and include factors over which the province or local governments have no influence and is not impacted by local government budget decisions.



## WORKING IN PARTNERSHIP

In May 2024, GNB invited municipal associations, regional service commissions (RSCs) and rural districts (RDs) to partner on fiscal reform and help create a working group.

**The fiscal reform working group** is comprised of representatives from GNB, the municipal associations, local governments, RSCs and the RDs. Members representing local governments were selected by the municipal associations to reflect a range of experience and expertise in local governance and provide diverse perspectives from across the province. Two CEOs representing the views of the 12 RSCs were also engaged. RDs are represented internally through a rural district manager. Other GNB departments such as: Finance and Treasury Board, the Regional Development Corporation, Justice and Public Safety, Executive Council, Transportation and Infrastructure and Service New Brunswick participated as part of an internal steering committee to integrate organizational perspectives and ensure program alignment.

Together, we determined that local governments are facing a shortfall of approximately \$200 Million. We will continue to work in collaboration with our partners with the goal of introducing solutions in the Legislature by spring 2025 in time for 2026 budgets.

On December 18<sup>th</sup>, Premier Susan Holt hosted an engagement session with UMNb and AFMNb to hear their perspectives on several topics including fiscal reform.



## OUR TIMELINE

**June – December  
2024**



**Working group engagement** and internal data analysis.

**January - March  
2025**



**Identify, evaluate and test** potential solutions.



**Engage** with broader local, regional and rural audiences.

**Spring  
2025**



**Propose** solutions to government in time for 2026 municipal budgets

## UPCOMING INFORMATION SESSIONS

Check your email in the coming weeks for an invitation to virtual information sessions to learn more about fiscal reform and the work that's being undertaken together!

For questions on fiscal reform, contact the GNB Local Government Division [vibrantNBDynamique@gnb.ca](mailto:vibrantNBDynamique@gnb.ca) or reach out to your municipal association.







January 24, 2025

*Via Email*

John Ereaux, Deputy Mayor and Linda Sabourin, CAO  
Fundy Albert  
61 Academy Street  
Hillsborough, NB E4H 2R4

[assistant@fundyalbert.ca](mailto:assistant@fundyalbert.ca) & [j.ereaux@fundyalbert.ca](mailto:j.ereaux@fundyalbert.ca)

**RE: Notice of Restructuring Request – Town of Riverview**

Dear Deputy Mayor Ereaux & Ms. Sabourin:

Pursuant to subsection 49(4) of the *Local Governance Commission Act* (the Act), the Local Governance Commission (the Commission) must provide notice of restructuring proposals that meet the legislative requirements set out in the Act. This letter serves as notice to you that the Commission has received a restructuring request and proposal, which meets the requirements set out in the Act, from the Town of Riverview (the Town). Please find the proposal from the Town attached to this email.

The Town is requesting a boundary alteration to include two parcels of land currently located within the jurisdiction of Fundy Albert. These parcels are classified as woodlots and are vital to the expansion of the Mill Creek Nature Park. Integrating them into the Town's boundary ensures consistent land use conditions aligned with the Mill Creek Masterplan (2022) preventing potential conflicts arising from their current location within Fundy Albert.

The Town must now undertake public consultation on the proposed restructuring, following which, the Town must submit a report to the Commission to move forward with the request. Should you have any questions or concerns, please do not hesitate to contact the undersigned.

Sincerely,

Mary Oley, Director and General Counsel  
Local Governance Commission of New Brunswick

Enclosure

CC Town of Riverview (proponent)



**January 20, 2025**

**To:** Local Governance Commission  
HSBC Place  
520 King Street  
Fredericton, NB, E3B 6G3  
LGC-CGL@gnb.ca

**Subject:** Proposal for Boundary Change – Inclusion of Parcels PID 05041710 and PID 05026612 into the Town of Riverview

Dear Members of the Local Governance Commission,

The Town of Riverview respectfully submits this proposal to amend our municipal boundary to include two parcels of land, PID 05041710 and PID 05026612, currently located within the jurisdiction of Fundy Albert (Taxing Authority 681). The details of this proposal, as required under Section 49 of the Local Governance Commission Act, are outlined below:

**Reason for the Proposal**

The Town of Riverview began the development of Mill Creek Nature Park in 2013, creating 330 acres of trails and greenspace surrounding a former naval reservoir. As part of our ongoing efforts to conserve land and strategically plan for future community growth, we purchased two additional parcels, totaling 275 acres, on January 20, 2023. These lands, currently classified as woodlots, are vital to the ecological integrity and expansion of the Mill Creek Nature Park. Integrating them into Riverview's boundary ensures consistent land use conditions aligned with our Mill Creek Masterplan (2023), preventing potential conflicts arising from their current location within Fundy Albert.

**Proposed Boundaries**

The two parcels are identified as: PID 05041710, PID 05026612

Both parcels are contiguous with the current boundary of the Town of Riverview and functionally serve as extensions of the Nature Park. Detailed maps showing the boundary before and after the proposed changes:

**Before Boundary Change**



**After Boundary Change**



### **Impact on Population and Tax Base**

- Population: The parcels have no impact on population as they are classified as undeveloped woodlots and are uninhabited.
- Tax Base: The total assessment values to be incorporated into Riverview's tax base for 2025 are:
  - PID 05041710: \$5,100
  - PID 05026612: \$6,100

This change will have no impact on the Town's tax rate.

### **Impact on Services**

The inclusion of these parcels will not require additional services, as they will remain a part of the Mill Creek Nature Park, outside of the Town's Urban Service Boundary and zoned *Open Spaces and Conservation*. Their inclusion enhances the provision of regional greenspaces and Town's capacity to manage and conserve these lands effectively within the Park's operational framework.

### **Public Consultation and Engagement Plan**

The Town will conduct public engagement through the following steps:

1. Direct Notification: Property owners within 100 metres of the parcels will receive formal letters explaining the boundary adjustment and inviting them to provide feedback or schedule discussions within 21 days of issuance.
2. Collaboration with Fundy Albert: Initial discussions have occurred, and ongoing dialogue will continue to ensure smooth coordination during this transition.
3. Information Availability: Details of the proposal will be made available on the Town's website.

We believe this proposal is a natural progression of our stewardship efforts for Mill Creek Nature Park and look forward to collaborating with the Local Governance Commission to ensure its success.

Should you require any additional information, please do not hesitate to contact us.

Sincerely,



Andrew J. LeBlanc

**Mayor**

Town of Riverview

**CC:** Riverview Town Council,  
Colin Smith, Town Manager,  
Fundy Albert Local Government,  
Southeast Regional Service Commission,

## Clerk

---

**From:** Clerk <clerk@FUNDYALBERT.CA>  
**Sent:** February 6, 2025 9:14 AM  
**To:** Heather Russell; jeff Land; Jim Coates; Jeff Jonah; Loretta Elderkin  
**Cc:** CAO  
**Subject:** UMNb Advocacy Days

Good morning,

I would like to extend an invitation for you to attend the 2025 Advocacy Days, which will be held at the Crowne Plaza Fredericton on March 26-27, 2025. This annual event offers a unique opportunity for UMNb members to engage directly with new MLAs, ministers, and party leaders, contributing to discussions on advancing shared priorities and shaping the future of local governance.

Please note that, due to event capacity, municipalities are allowed to send a maximum of two representatives this year. If there are more than two of you who are interested in attending, I can ask to include you on the waitlist for an additional registration.

This is a fantastic opportunity to engage with fellow leaders and contribute to strengthening local governance across our communities.

For more information please visit [Advocacy Days 2025 | UMNb](#)

Should you have any questions or need further information, please don't hesitate to reach out.

Once I receive confirmation I will register you to attend and book your accommodations.

**Kim Beers**  
Director, Legislative Services

**FundyAlbert**  
*Friendship by Nature*

81 Academy Street  
Hillsborough, New  
Brunswick E4H 2R4

clerk@fundyalbert.ca  
www.fundyalbert.ca  
506 734 3733





### COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session		
From	Kim Beers		
Date	February 18, 2025		
Subject	2025 Grant Requests		
Presenters (if applicable)	N/A		
Length of Presentation (if applicable)	N/A		
Type	Public	Private	✓ Committee of the Whole

### RATIONALE FOR PRIVATE DISCUSSION (if applicable)

N/A

### ISSUE

Present 2025 Community Development Grant applications for review and approval.

### RECOMMENDATION

It is recommended that the Fundy Albert Council review and discuss the grant applications for the 2025 Community Grants Program, which totals \$16,320, and approve the remaining \$5,000 in available funding for community groups based on the priorities and available budget.

### OTHER OPTIONS

- Council could choose to approve a portion of the grant requests, allocating less than the total amount requested, depending on the available funds.
- Council could decide to reserve some or all of the remaining \$5,000 for future applications throughout the year as per the Community Grants Program Policy.

### RISK ANALYSIS

Granting fewer funds than requested: May result in community groups being unable to complete their proposed projects.

Delaying decisions: Could delay vital community projects that rely on timely funding.

## CONSIDERATIONS

<b>Legal</b>	The proposed grants comply with the <b>Village of Fundy Albert Community Development Grants Policy</b> .												
<b>Financial</b>	The total available for grants in 2025 is <b>\$25,000</b> , and after awarding <b>\$15,000</b> , there is <b>\$5,000</b> remaining. Per the Community Grants Program Policy "the municipality reserves 20% of the annual grant budget for requests received at any time throughout the year" In this case \$5,000 will be reserved for later in the year.												
<b>Environmental</b>	NA												
<b>Policy</b>	The grants align with the community development goals outlined in the <b>Village of Fundy Albert Community Development Grants Policy</b> .												
<b>Stakeholders</b>	<b>Community Groups:</b> Requesting funding for projects that benefit local residents and tourism. <b>Residents:</b> Potentially impacted by the success of funded community initiatives.												
<b>Community Sensitivities</b>	Ensuring transparency in the awarding process and equitable distribution of available funds to meet the diverse needs of community groups.												
<b>Council priorities</b>	Strategic Plan Alignment: <ul style="list-style-type: none"> <li>• Infrastructure</li> <li>✓ Village Services</li> <li>• Communications</li> <li>✓ Strategic Partnerships</li> <li>✓ Economic Development &amp; Tourism</li> </ul>												
<b>Documents, maps, photos or presentations attached</b>	See the list of grant requests and amounts below <b>2025 GRANT REQUESTS</b> <table> <thead> <tr> <th>Community Group</th><th>Requested</th></tr> </thead> <tbody> <tr> <td><b>Albert County Historical Society</b> - Museum interpretation</td><td>\$3,500</td></tr> <tr> <td><b>Alma Community Tourism</b> - Purchase banners and install</td><td>\$3,820</td></tr> <tr> <td><b>Hillsborough Elementary Home &amp; School Association</b> - Community playground</td><td>\$5,000</td></tr> <tr> <td><b>Albert County Tourism/Fundy Tourism</b> - Locator Maps and Christmas in the Country</td><td>\$4,000</td></tr> <tr> <td><b>Total Requested:</b></td><td><b>\$16,320</b></td></tr> </tbody> </table>	Community Group	Requested	<b>Albert County Historical Society</b> - Museum interpretation	\$3,500	<b>Alma Community Tourism</b> - Purchase banners and install	\$3,820	<b>Hillsborough Elementary Home &amp; School Association</b> - Community playground	\$5,000	<b>Albert County Tourism/Fundy Tourism</b> - Locator Maps and Christmas in the Country	\$4,000	<b>Total Requested:</b>	<b>\$16,320</b>
Community Group	Requested												
<b>Albert County Historical Society</b> - Museum interpretation	\$3,500												
<b>Alma Community Tourism</b> - Purchase banners and install	\$3,820												
<b>Hillsborough Elementary Home &amp; School Association</b> - Community playground	\$5,000												
<b>Albert County Tourism/Fundy Tourism</b> - Locator Maps and Christmas in the Country	\$4,000												
<b>Total Requested:</b>	<b>\$16,320</b>												
<b>Consultation</b>	The community engagement for the grant process involved a call for submissions through emails, website, Connecting Albert County, and Facebook.												
<b>Intergovernmental considerations</b>	NA												



Fundy Albert Community Grant Application

Date of application: September 27, 2024

Category of grant: Request for grant greater than \$250

Applicant Name:

Albert County Historical Society

3940 Route 114, Hopewell Cape, NB

E4J 3J8

Contact: ACHS President, Dawne McLean

Email: [President@albertcountymuseum.com](mailto:President@albertcountymuseum.com)

Phone: 506-889-3125 (Cell)

Purpose of Request:

The ACHS Project, "Increasing Museum Interpretation" will expand and invigorate the information now presented for artifact objects and exhibits displayed at the Albert County Museum.

It is important that Exhibits explain themselves!

The purpose of this project is to creatively expand the museum's interpretation which will include

- 1) new "bilingual museum object labels" placed near an object n display.
- 2) "newly designed interpretation panels" to bring an exhibit's story to life with photos and informative text in both official languages.

For visitors of all ages, the engaging panels will encourage an increased interest and knowledge in the museum exhibits, as they view the panel photographs and read the easy to understand text.

- 3) "Scan tags or QR (Quick Response) codes" will be included on interpretation panels of museum exhibits. The QR codes allow museum visitors to use cell phones or other mobile devices to quickly access more information or a website, as well as save the panel text information as a pdf.

This will result in an increased capacity and outreach of the Albert County Museum, sharing the rich history of the area and the "People of the Tides".

4) Setting up a monitor in Museum's Records Office building, the location of RB Bennett Exhibit, so visitors can view bilingual videos about 11<sup>th</sup> Prime Minister RB Bennett, born in Albert County.

Benefit to the Municipality:

"Museum interpretation" is the art of presenting information in a form that visitors can enjoy and quickly understand.

As the Albert County Museum is the central museum in the Municipality, any improvements or expansion of exhibits, as well as hosting community events and heritage presentations benefit the Municipality. Fundy Albert residents of all ages, students and families will benefit from the expanded museum interpretation project with information panels with photos that are attractive, colourful and presented in an interesting way.

As well, many Museum visitors are French speaking, so the bilingual text of the label cards and interpretation panels will be appreciated, resulting in positive reviews and comments for Fundy Albert.

How the Municipality will be recognized for their contribution:

Upon completion of the project "Increasing Interpretation at the Albert County Museum", a special "Museum Viewing Event" will be organized by the ACHS during the 2025 open season, to celebrate the accomplished project. At this event for all Albert County communities, organizations and invited guests, the Fundy Albert Municipality will receive recognition and grateful thanks from ACHS for the project support provided through an approved Community Grant.

Articles about the "Increasing Museum Interpretation" project will be published in the ACHS and Albert County Museum monthly newsletter, as well as articles will be submitted to Connecting Albert County, and Association Heritage New Brunswick, where Fundy Albert will receive recognition for the Community Grant support of the ACHS project. Eric Lawson, editor of 'The River View' community newspaper is very supportive of the ACHS and Museum, so this project could be an interesting article.

When funding is needed:

In January 2025 project work will begin and will continue to September 2025

Budget for project: \$3,500

1) Purchasing heavy duty stock card paper and Colour Printing of approximately 200 museum object label cards: \$400

Bilingual object cards for museum exhibits to be printed in various sizes and will include colour ACHS logo on cards

2) Total Cost of translation: \$400

i) translation of object card text (English and French) and

ii) translation of English text to French for Interpretation Panels

3) Acquiring archival photos for interpretive panels with proper printing resolution \$50

Text for panels will be compiled and written by ACHS Heritage and Education Committees, but layout of text and photos, and production of panels will be done at Printing Company (Allegra)

4) Layout, Printing and Production of interpretation panels (various sizes) by Printing Company

(Allegra) \$2100

5) QR codes to be created for a selected number of panels \$50

6) Setting up monitor for viewing the RB Bennett videos in English and in French. \$200

7) Hosting Community Event to celebrate project with light refreshments \$300

Total project expenses: \$3,500



**From:** <info@villageofalma.ca>  
**Sent on:** Tuesday, September 17, 2024 9:54:52 PM  
**To:** CAO <CAO@FUNDYALBERT.CA>  
**Subject:** 2025 Grant Request

You don't often get email from info@villageofalma.ca. [Learn why this is important](#)

I am writing to request funding in 2025 for Alma Community Tourism Inc.

Alma Community Tourism Inc. is a not for profit corporation with a mandate to:

- Promote the unique attractions and businesses of Alma, New Brunswick, to increase tourism and local patronage.
- Support local businesses through marketing initiatives, events and festivals, and enhance their visibility and success.
- Organize community events and festivals that showcase the cultural and natural heritage of Alma, attracting visitors and fostering community pride.
- Facilitate partnerships and collaborations among local businesses to create a cohesive and supportive business environment.
- Provide information and assistance to tourists and visitors, ensuring they have access to all the unique experiences and services Alma has to offer.
- Engage in sustainable practices that preserve the natural beauty of Fundy Albert while promoting economic growth and tourism.

As a new Not for Profit Corporation, our first initiative will be to add events in our soft "shoulder season". This year we added the Alma Beer Festival to our September schedule, which will become a yearly event. In June of 2025 we will introduce the "Taste of the Sea" festival, which includes all restaurants in the Community of Alma. This too will become a yearly celebration. These events will bring much needed visitors to the Fundy Albert area at times of the year that our businesses need the most assistance.

To further this goal we would like to request funding for the creation of pole banners for each event to be hung within the Community of Alma. We would also request the costs associated in the hanging of these banners. We would also request help in the printing of a "Taste of the Sea Festival" banner to be hung at the Alma Activity Center leading up to the event (please note that an Alma Beer Festival Banner has already been procured by our Association). Alma Community Tourism will be glad to incorporate Fundy Albert branding on all of the banners produced and have Fundy Albert as the title sponsor in the 2025 events on all literature pertaining to these events.

The costs of these banners will be approximately \$3820.00. As stated we would also ask for the use of the hanging hardware on the Alma poles as well as the labour to have them hung.

Once these events are up and running, they will be self sufficient and no further funding from the municipality in regards to these two events will be required.

I appreciate your consideration;

Kris Kelly  
President  
Alma Community Tourism Inc.  
(613) 808-6746  
info@villageofalma.ca

7 Ocean Dr  
Alma, NB  
E4H 1J5

**From:** Hillsborough Home N  
School <hillsboroughhomeandschool@gmail.com>  
**Sent on:** Monday, September 23, 2024 4:20:02 PM  
**To:** CAO <CAO@FUNDYALBERT.CA>  
**Subject:** Community Grant Application

**Attachments:** Playground Fund Case Support.pdf (7.55 MB)

You don't often get email from hillsboroughhomeandschool@gmail.com. [Learn why this is important](#)

Dear Fundy Albert,

I, Katya Trumbley, am reaching out today on behalf of the Hillsborough Elementary Home & School Association in regards to the Community Playground Fund.

The playground located at 31 School Lane in Hillsborough NB is in dire need of attention. Many of the structures are rusting away, bent, outdated and on the verge of being unsafe. We appreciate the efforts put forward in the spring of 2024 by the municipality & volunteers to have fresh gravel laid in an effort to create a safer space for our youth. It was wonderful to see people step up and offer a quick band-aid solution. Unfortunately, it was just that, a band-aid.

The estimate for a new playground is \$242,190.

Hillsborough Elementary Home & School Association (HEHS) has begun fundraising for a new playground. Currently we have raised over \$18,000 through community events such as Fun Fest (June 2024), Re-Prom (July 2024), 50/50 Raffle (occurring monthly July 2024-June 2025), coffee bar at the Kiwanis breakfast (September 2024 with more to come). The playground fund has also been the recipient of donations in honour of community members who have recently passed.

We would like to request a sum of up to \$5000 pledged by Fundy Albert to the new playground. The municipality would receive recognition at future fundraising events for the playground, shout outs on social media, as well as word of mouth. Being a small rural community word of mouth is one of the fastest ways for news to travel.

The monies would not be required until the end of 2025.

Please see the attached case support to see the benefits of a new playground and how playgrounds create a much needed environment for youth to develop essential skills.

Any questions and or comments can be directed to myself.

Kind regards,

Katya Trumbley

Community & Grant Coordinator

Hillsborough Elementary Home & School

506-688-8533

[hillsboroughhomeandschool@gmail.com](mailto:hillsboroughhomeandschool@gmail.com) (HEHS account)

[andrusyszyn.k@gmail.com](mailto:andrusyszyn.k@gmail.com) (personal)

## **PLATINUM**

**\$5001+**

- Company name or logo will appear on the permanent playground sign in an 18"x18" space.
- Monthly solo social media posts for the duration of the campaign and again upon completion of the playground.
- Monthly social media posts featuring all sponsors for the duration of the campaign and again upon completion of the playground.
- Company name or logo at all Hillsborough Community Playground Fund events.
- Shout out at all Hillsborough Community Playground Fund events.
- Shout out on monthly playground fund email blasts.

## **GOLD**

**\$2501-\$5000**

- Company name or logo will appear on the permanent playground sign in a 13"x13" space.
- Monthly social media posts featuring gold sponsors for the duration of the campaign and again upon completion of the playground.
- Monthly social media posts featuring all sponsors for the duration of the campaign and again upon completion of the playground.
- Company name or logo at all Hillsborough Community Playground Fund events.
- Shout out at all Hillsborough Community Playground Fund events.
- Shout out on monthly playground fund email blasts.

## **SILVER**

**\$1001-\$2500**

- Company name or logo will appear on the permanent playground sign in a 10"x10" space.
- Monthly social media posts featuring silver sponsors for the duration of the campaign and again upon completion of the playground.
- Monthly social media posts featuring all sponsors for the duration of the campaign and again upon completion of the playground.
- Company name or logo at all Hillsborough Community Playground Fund events.
- Shout out on quarterly playground fund email blasts.

## **BRONZE**

**\$500-\$1000**

- Company name or logo will appear on the permanent playground sign in a 8"x8" space.
- Monthly social media posts featuring bronze sponsors for the duration of the campaign and again upon completion of the playground.
- Monthly social media posts featuring all sponsors for the duration of the campaign and again upon completion of the playground.



## **FRIENDS**

**\$100-\$499**

- Company name or logo will appear on the permanent playground sign in a 6"x6" space.
- Monthly social media posts featuring all sponsors of the Hillsborough Community Playground Fund lasting the length of the campaign and again upon completion of the playground.





HILLSBOROUGH ELEMENTARY HOME & SCHOOL  
**COMMUNITY  
PLAYGROUND FUND  
CASE SUPPORT**

How a new playground will benefit  
the youth of our rural community



PREPARED BY HILLSBOROUGH  
ELEMENTARY HOME & SCHOOL  
ASSOCIATION

2024

# BENEFITS OF PLAYGROUNDS



The community playground located on School Lane in the village of Hillsborough New Brunswick is a vital part of the community.

Playgrounds are social hubs. Children meet, interact, and form bonds. They learn sharing, cooperation, and negotiation. These skills are vital for their future. Playgrounds are more than just fun spaces. They're essential for child development and community cohesion. The benefits are numerous. From fostering social interaction to boosting cognitive development, playgrounds play a pivotal role.

"PLAYGROUNDS SUPPORT KIDS IN DISCOVERING AND ACHIEVING THEIR OWN MAGNIFICENCE, THAT UNIQUE QUALITY THAT ONLY THEY HAVE, FOSTERING IT, WATERING IT, AND WATCHING IT SPROUT"

DASH MIHOK





*"Alone we can do so  
little, together we  
can do so much."*

*Helen Keller*

PLAY IS THERAPEUTIC. ON PLAYGROUNDS, KIDS EXPRESS FEELINGS. THEY FACE FEARS, TAKE RISKS, AND BUILD CONFIDENCE. EMOTIONAL GROWTH HAPPENS HERE. IT'S A FOUNDATION FOR MENTAL HEALTH. LASTLY, PLAYGROUNDS ENHANCE EMOTIONAL WELL-BEING.

COMMUNITY PLAYGROUNDS ARE MORE THAN JUST PLAY SPACES. THEY'RE VITAL FOR SOCIAL, GROSS MOTOR SKILLS, COGNITIVE, AND EMOTIONAL GROWTH. THEY UNITE COMMUNITIES. THEY OFFER NUMEROUS SOCIAL BENEFITS. THEY FOSTER INTERACTION, PROMOTE HEALTH, BOOST COGNITION, STRENGTHEN COMMUNITIES, AND ENHANCE WELL-BEING. LET'S CHERISH AND SUPPORT THEM.

THE HILLSBOROUGH HOME AND SCHOOL ASSOCIATION IS TAKING THE LEAD IN FUNDRAISING FOR A NEW COMMUNITY PLAYGROUND





# OUTDATED & DILAPIDATED

The current community playground has equipment dating back to the 1980's. It is showing severe signs of age and brings to question the overall safety of the playground and the youth utilizing it. Cement footing were sticking out of the gravel and turf, in some cases over 12". The paint on the climbing equipment had worn and chipped off in many places allowing rust and corrosion to rear it's ugly head.

After reports of the deteriorating playground had made it to a council meeting, the village as well as some wonderful community members stepped up to help improve the safety of the playground as a temporary solution. Gravel, equipment and time was donated to help cover the exposed footing making the playground a bit safer until a new playground can be purchased and installed.



"CHILDREN NEED THE FREEDOM AND TIME TO PLAY. PLAY IS NOT A LUXURY. PLAY IS A NECESSITY."

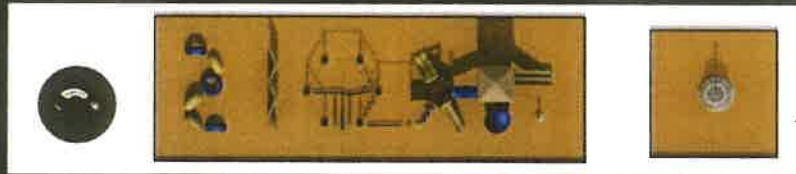
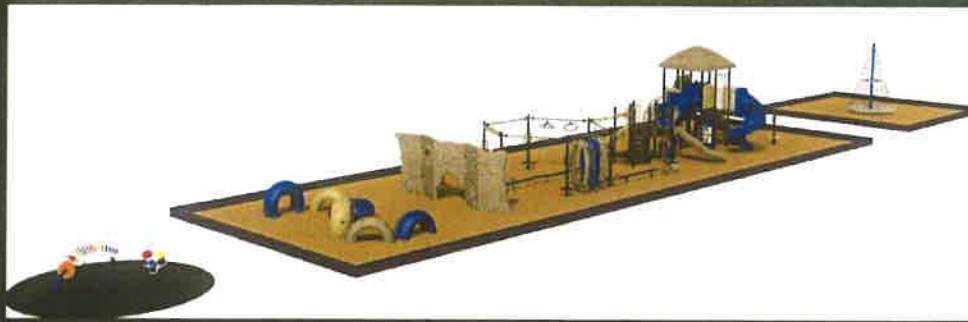
-KAY REDFIELD JAMISON



# ADVENTURE AWAITS

Not only are playgrounds important in assisting with the gross motor development such as flexibility, agility, balance and coordination in children, a playground also provides a place for young minds to get creative, think critically and apply problem solving skills.

A playground that is well planned and has a variety of elements can be an endless wonderland for children!

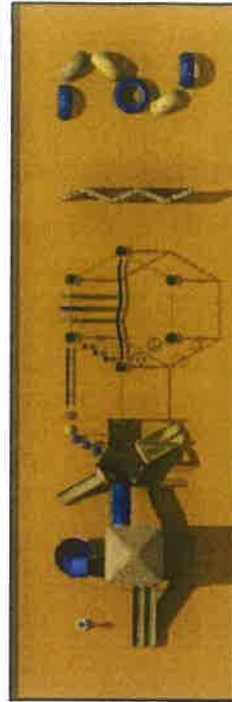


They newly proposed playground will consist of many elements coming together to create a multi functional oasis for the youth of the Fundy Albert community.

**Climbing elements** are a unique activity that engages multiple parts of the brain and assists in developing skills like spatial awareness & hand eye coordination. Climbing creates a thrilling experience that offers a sense risk to playing children. This excitement of perceived risk can help build independence and confidence in children while increasing focus, concentration and patience. These advantages work in conjunction with the development of physical strength as well as developing essential problem solving skills.

**Motion play** elements such as the cone spinning climber assist in the development of fine motor skills of the wrists, hands & fingers as children need to keep a grip on equipment like this. While climbing the netting children also develop balance while working on upper body & core strength.

Equipment designed for sensory stimulation is a vital part in creating an inclusive playground. Playground instrumental elements allow children to feel and hear vibrations, engaging their senses. For some this can help create a calming atmosphere while promoting creativity and play. The same can be said for moving elements such as the cone plus climber. This element offers accessibility for children to climb on and spin inside the structure for a whirlwind of playtime excitement.



# COST

\$242,190

LET'S BUILD IT



It is easy to think of playgrounds only as amenities for children, but they are important to the success of a community as a whole. Playgrounds are a place for people of all ages to gather. They are essential for children to develop important skills, obtain crucial exercise & adults to gather as a family, connect with friends and enjoy the outdoors.

Not only are playgrounds a great source of physical activity for youngsters in this technology driven world they offer a space to build friendships and promote social interactions. By creating a multi sensory environment people of all abilities & needs are able to come together creating a sense of community pride.

Community playgrounds aide in fostering a sense of community and help in creating an inclusive environment for all.

Community playgrounds are key feature of a quality community. Though we may be a rural community we are a mighty community building a bright future for our youth.



"If children feel safe, they can take risks, ask questions, make mistakes, learn to trust, share their feelings, and grow."

Alfie Kohn



*"There is no better  
investment of time and  
money than in the life  
of a child. They are the  
future."*

ALMA POWELL

**THANK  
YOU!**



November 15, 2024

Village of Fundy-Albert

We –the Albert County Tourism Association-Fundy Tourism- have been encouraged to apply for a 2025 grant for our events promoting tourism, “shop local” and “staycations”.

For years now, the association publishes a “locator map”, the road from Riverview to Alma, listing all members businesses, tide table and points of interest. In 2024, we printed 40,000 copies; all distributed within our area to visitors, in hotels in Moncton and in active Visitor Information Centres throughout the province. This map brings a lot of visitors to the area, would it be for day trips or longer. The manager of the Hilton hotel properties in Moncton claims that it is the best tool he ever had! That map in 2024, was printed at a cost of approximately \$7,500. That is basically a self-sustaining project, meaning that we sell advertisement on the flip side of the map and members pay a fee to be listed and dotted on the map.

In extra expenses, comes the distribution/shipping of the map cost of app. \$750. and the possibility to print giant wall maps that could be placed in many areas (as you have one in the visitor centre in Hillsborough) the cost of each map is around \$150.

For the locator map, ACTA is asking financial help from the Village for the printing of 10 wall poster maps 48” x 28”. These maps would be distributed and installed on strategic locations through Fundy-Albert. Cost \$1500.00

Next big project, Christmas in the Country: For 2025, we are asking the amount of \$2500. This will cost share the printing of posters/maps and signs promoting the event all throughout the Village of Fundy-Albert. Our expenses in 2024, will be around \$6250. and are: Printing map/poster: \$1500. Signage:



\$1000. Advertisement: \$1500. Coordinator \$1750 and installation/take down of road signs: \$500. We have a total of 35 locations, businesses, groups and pop ups!

On both projects, the Village of Fundy-Albert will be recognized as Sponsor.

To recap:

Locator Map: asking ~~\$1500.~~ For printing and installing 10 (48 x 28 inches) wall maps, hopefully limiting extra printing of the paper map.

Christmas in the Country: asking \$2500. for printing posters/maps and for signage.

The Locator maps are printed in April for delivery in May and are sent out during the season, replenishing the distribution points. The wall maps are delivered and installed at the convenience of each location.

Christmas in the Country happens on the first weekend of December (this year, falling on November 30th and Dec 1st)

Thank you very much for your encouragements in our projects,

Michelle Harvey-Larsen

On behalf of Fundy Tourism/ ACTA

506-882-2917 fundytourism@gmail.com



### COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Councillor Coates
Date	February 18, 2025
Subject	Terms of Reference – ATV Access on Roads & Streets Committee
Presenters (if applicable)	N/A
Length of Presentation (if applicable)	N/A
Type	Public      Private      ✓ Committee of the Whole

### RATIONALE FOR PRIVATE DISCUSSION (if applicable)

N/A

### ISSUE

Present the Terms of Reference – ATV Access on Roads & Streets Committee

### RECOMMENDATION

To approve the Terms of Reference at the Regular meeting of Council on March 4, 2025

### OTHER OPTIONS

The establishment of the ATV Access on Roads & Streets Committee is necessary to address community needs regarding ATV access and safety.

### RISK ANALYSIS

Safety concerns for ATV riders or the general public.

Potential public opposition to increased ATV access on public roads and streets.

Legal risks, such as non-compliance with provincial or municipal laws.

### CONSIDERATIONS

<b>Legal</b>	Potential legal issues may include ensuring that the proposed ATV routes comply with provincial laws and regulations.
<b>Financial</b>	Costs associated with the committee's work (e.g., administrative support, public engagement)
<b>Environmental</b>	
<b>Policy</b>	Ensuring alignment with municipal policies on road safety and transportation infrastructure.
<b>Stakeholders</b>	Local organizations, and government departments.
<b>Community Sensitivities</b>	public concerns regarding noise, safety, or the impact of ATV traffic in residential areas or natural spaces.
<b>Council priorities</b>	Strategic Plan Alignment: <ul style="list-style-type: none"> <li>• Infrastructure</li> <li>✓ Village Services</li> <li>• Communications</li> <li>✓ Strategic Partnerships</li> <li>✓ Economic Development &amp; Tourism</li> </ul>
<b>Documents, maps, photos or presentations attached</b>	See proposed Terms of Reference below
<b>Consultation</b>	The committee will be consulting with local stakeholders (ATV clubs, RCMP), and government bodies
<b>Intergovernmental considerations</b>	Interaction with other levels of government (provincial regulations)

## **Terms of Reference**

### **1. Committee Name**

The committee shall be known as the **ATV Access on Roads & Streets Committee**

### **2. Purpose/Mandate**

The purpose of the ATV Access on Roads & Streets Committee is to evaluate and provide recommendations to Council regarding the safe and regulated access of All-Terrain Vehicles (ATVs) on public roads & streets. This includes:

- . Assessing current regulations and potential changes to ATV road & streets access
- . Reviewing safety measures for ATV riders and general public.
- . Identifying and recommending specific routes on roads or streets for ATV use.
- . Addressing public concerns and ensuring compliance with provincial and municipal laws

### **3. Authority**

The committee is an advisory body to the Council. It does not have decision-making Authority, but it can make recommendations to Council regarding policies, regulations and actions related to ATV access on public roads and streets. The committee's authority is granted by The Council and is limited to the scope outlined in this **Terms of Reference**.

### **4. Roles and Responsibilities**

**Committee Member.** Review data, research, and public input, and discuss relevant issues Regarding ATV access on roads and streets.

**Chair:** The Chair will lead meetings, ensure the agenda is followed, and act as a liaison with Council.

**Vice-Chair:** In the absence of the Chair, the Vice-Chair will assume all responsibilities of the Chair.,

**Committee Members:** Actively participate in meetings, contribute ideas and concerns, and review the issues related to ATV access and safety.

**Staff Liaison:** Provide administrative and technical support.

### **5. Composition and Membership**

The committee will consist of two members, appointed by Council.

Membership may include representatives from following groups

Quad NB.

Local ATV riders , Albert County Trail Blazers Club # 32

RCMP and GNB Public Safety

Fundy Albert Council members or their designates

Local Snowmobile Club (SENBSA)

A representative from Department of Transportation and Infrastructure (DTI)

Community members with Chipoudy Communities Revitalization Committee (CCRC)

Community members with relevant expertise or interest in public safety and Transportation

Committee members are appointed for the duration of Councils term.

The committee may also have non- voting advisors or expert called in as needed for specific discussions.

## **6. Meetings**

The committee will meet quarterly or as needed

Meetings will be scheduled by the Chair and we'll be publicly posted

The committee will operate according to the principles of transparency and inclusivity, with meeting agendas and minutes be provided to the Clerk.

Decisions will be made by majority vote of members present, with the Chair having the casting vote in the event of a tie.

## **7. Reporting.**

The committee will report to the Council at regular council meetings.

The committee's final report and recommendations will be submitted to the Clerk for review and possible adoption.

The committee may also report on public input, and progress on specific tasks.



### COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Kim Beers
Date	February 18, 2025
Subject	Fundy National Park Liaison
Presenters (if applicable)	N/A
Length of Presentation (if applicable)	N/A
Type	Public      Private      ✓ Committee of the Whole

### RATIONALE FOR PRIVATE DISCUSSION (if applicable)

N/A

### ISSUE

Fundy National Park has requested clarification on who the designated liaison will be from the Council. This request is vital to establish ongoing communication between the Council and the park for collaboration on community initiatives.

### RECOMMENDATION

To appoint a member of Council to serve as the liaison to Fundy National Park. This person will be responsible for facilitating communication and coordination between the Council and the park's management, ensuring the smooth exchange of information and addressing any concerns from either side.

### OTHER OPTIONS

Wait until after the election to make the appointment.

Continue operating without a formal liaison (though this may hinder collaboration and responsiveness).



## RISK ANALYSIS

### CONSIDERATIONS

<b>Legal</b>	No significant legal risks are anticipated; the role of liaison does not create legal obligations outside of existing policies.
<b>Financial</b>	There may be minor financial costs associated with the liaison's travel, meeting participation, or reporting, depending on the scope of the role.
<b>Environmental</b>	No immediate environmental risks associated with the appointment.
<b>Policy</b>	No policy conflicts have been identified. The appointment of a liaison aligns with general Council practices and intergovernmental communication strategies.
<b>Stakeholders</b>	Local community members, park staff, and conservation organizations will benefit from consistent, direct communication between the park and the Council.
<b>Community Sensitivities</b>	No direct community sensitivities identified at this stage. However, ensuring transparent communication between the Council and the park will be important to avoid any misunderstandings or missed opportunities for community involvement.
<b>Council priorities</b>	Aligns with Council's goals for fostering intergovernmental cooperation
<b>Documents, maps, photos or presentations attached</b>	Copy of the original email request from Mira Dietzchiasson.
<b>Consultation</b>	NA
<b>Intergovernmental considerations</b>	Fundy National Park is a federal entity, and appointing a liaison would formalize the communication process between municipal and federal authorities, facilitating a collaborative relationship.

**From:** Mira Dietzchiasson <mira.dietzchiasson@pc.gc.ca>

**Sent:** Wednesday, January 29, 2025 3:48 PM

**To:** Assistant <assistant@FUNDYALBERT.CA>

**Subject:** council liaison for Fundy National Park

Good afternoon,

My name is Mira, I'm the acting partnering, engagement & communications officer at Fundy National Park.

I am reaching out to inquire who will be the council liaison for the park going forward.

Thanks, and have a great day,

Mira

Mira Dietz Chiasson

Pronouns: She/Her

Pronom: Elle

A/Partnering, Engagement & Communications Officer

New Brunswick South Field Unit

Parks Canada / Government of Canada

PO Box 1001, Alma, NB E4H 1B4

[mira.dietzchiasson@pc.gc.ca](mailto:mira.dietzchiasson@pc.gc.ca) / Cel.: 506-269-4613

Agente par intérim, Partenariats, engagement et communications

Unité de gestion du sud du Nouveau-Brunswick

Parcs Canada / Gouvernement du Canada

C.P. 1001, Alma N.-B. E4H 1B4

[mira.dietzchiasson@pc.gc.ca](mailto:mira.dietzchiasson@pc.gc.ca) / Tél. Cell. : 506-269-4613

Un bon temps pour se rapprocher / Time to Connect



### COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session  
From Ian Barrett  
Date February 18<sup>th</sup> 2025  
Subject Request to Purchase Municipal Property  
Presenters Ian Barrett  
(if applicable)  
Length of Presentation  
(if applicable)

Type                      ✓ Public                      Private                      Committee of the Whole

#### RATIONALE FOR PRIVATE DISCUSSION (if applicable):

N/A

#### ISSUE

The owner of 37 Water Street has approach administration inquiring about the purchase of the municipally owned land next to their property.

#### CURRENT STATUS AND BACKGROUND

37 Water Street, Riverside Albert, PID 00629618, comprises of a small lot 15m x 24m (360m<sup>2</sup>) and a single-family dwelling. As per the Existing [Riverside-Albert Rural plan](#), Page 60, this makes it an undersized Lot: Minimum lot size for Single Dwelling: 450m<sup>2</sup>. The small size of the lot has resulted in encroachment onto municipal land for use to access the property.

The adjacent municipal owned lot, PID 5015607, is believed to have been used as a filling station making it a brown field site limiting its use for future development and creating potential for environmental issues. Additionally, a municipal trail exists along the eastern boundary connecting water street to the Riverside-Albert Recreation Centre.

The Owners approached the Administration requesting information about purchasing the lot, they have provided the following information:

- They already encroach onto municipal property to access their land and home.
- They already maintain some areas of the municipal property around their home.
- Would like to purchase the land to further expand the potential of their property to include the addition of a Garden and possibly a storage building.
- They Have proposed a purchase price of \$5000.00 for the entirety of PID 5015607.

#### RECOMMENDATION

If council approves the sale, or parts thereof PID 00629618, the Administration have the following recommendations

1. Ensure the sale of the lot is carried out as per Fundy-Albert Policies to ensure full transparency.
2. Conduct an environmental assessment to ensure all environmental risks and liabilities are known.
3. If the sale is to proceed, sever the lot as per the attached diagram; this will ensure Fundy Albert maintain access to the existing trail.
4. Seek formal Valuation of the property.
5. Purchaser is to be responsible for all cost related to valuation, severance and sale.

## OTHER OPTIONS

1. Do not sell the property- If it is considered the risks outweigh the benefits.
2. Sell the entirety of PID 5015607 to the owners of 37 Water Street, this will reduce costs to the purchaser and result in a quicker sale, however, it will restrict or deny future access to the trail impacting tourism in Riverside-Albert, unless an easement is put in place.
3. Request further information from administration before approving or rejecting the request.

## RISK ANALYSIS

There are a number of risks associated with the sale of municipal land, these include handling the sale transparently, public access to the municipal trail and receiving fair market value for the property. The considerations below provide detail to support council in making a decision regarding the sale of the land.

## CONSIDERATIONS

<b>Legal</b>	Municipal land sales must follow legal procedures, including public notice, appraisals, and council approval.
<b>Financial</b>	<p><b>Fair Market Value &amp; Precedent</b></p> <p>Selling land below market value or without competitive bidding could set a precedent for future requests.</p> <p>The municipality must ensure it is receiving fair compensation for public assets.</p> <p><b>Recommendation:</b> Determine fair market value and assess whether a competitive sale process is appropriate.</p>
<b>Environmental</b>	<p><b>Environmental Liability</b></p> <p>The lot is classified as a brownfield site, meaning it may have environmental contamination.</p> <p>If sold, the municipality must ensure it does not retain future liability for remediation.</p> <p><b>Recommendation:</b> Conduct an environmental assessment and require the buyer to assume any liability as a condition of sale.</p>
<b>Policy</b>	<b>Future Development &amp; Land Use Planning</b>

	<p>The buyer intends to further develop their property, but it is unclear what type of development is planned.</p> <p>The municipality should assess whether the sale aligns with long-term land-use planning goals.</p> <p><b>Recommendation:</b> Confirm zoning compliance and consider placing restrictions (e.g., limiting land use to residential purposes).</p>
<b>Stakeholders</b>	Council, Owners of 37 Water Street, Residents of Riverside-Albert/Fundy Albert, Trail users
<b>Community Sensitivities</b>	<p><b>Public Access &amp; Trail Use</b></p> <p>The lot includes a municipal trail that may be regularly used by the public.</p> <p>Selling the land could result in loss of public access or legal disputes over the right-of-way.</p> <p><b>Recommendation:</b> Retain an easement to protect public access to the trail. Or sever PID to retain trail portion.</p>
<b>Council priorities</b>	<p>Strategic Plan Alignment:</p> <ul style="list-style-type: none"> <li>• Infrastructure</li> <li>• Village Services</li> <li>✓ Communications</li> <li>• Strategic Partnerships</li> <li>✓ Economic Development &amp; Tourism</li> </ul>
<b>Documents, maps, photos or presentations attached</b>	<ol style="list-style-type: none"> <li>1. Letter from Owner of 37 Water Street</li> <li>2. Map of PIDS 006629618 &amp; 5015607</li> </ol>
<b>Interdepartmental consultation</b>	CAO, DirOps, Treasurer
<b>Intergovernmental considerations</b>	



water st 2025 land  
letter (1).pdf

To: whom this may concern

I (Seepaul D Rampadarat) and my wife (Jennifer Achaia) own 37 Water st riverside-albert, New Brunswick. We want to purchase the land around our house shown in the highlighted parts. The land around my house would involve buying the driveway that leads to the house that I park on, also all the yard space around the house that we have taken care of. Creating additional space for the property will bring potential improvement. This could include expanding or adding a garden, landscaping features, sheds or storage. Making improvements that would benefit both my property and the community. The overall goal would be to make the land more functional and create a better living environment for us. Our offer for the land is \$5000.00CAN.







## COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session  
From Ian Barrett  
Date February 18<sup>th</sup> 2025  
Subject Greensboro Lagoon  
Presenters Ian Barrett  
(if applicable)  
Length of Presentation  
(if applicable)

Type

Public

Private

• Committee of the Whole

### RATIONALE FOR PRIVATE DISCUSSION (if applicable):

N/A

### ISSUE

Department of Environment and Local Government (DELG) require feedback from Fundy Albert regarding the acceptance of responsibility for taking on ownership of the proposed Greensboro Lagoon

### CURRENT STATUS AND BACKGROUND

The concept of a wastewater lagoon for the Greensboro Sub-Division has been in the works for a number of years as the current system discharges directly into the Petitcodiac River. DELG in partnership with Englobe have taken on the project to design and build an aerated lagoon to service the 69 properties on the sub-division. Currently the project is in the process of purchasing the land for the lagoon site and it is expected that the project will be complete between Fall 2025 and Fall 2026.

While there are no exact financials available at this time, DELG has proposed the following for the transfer and ownership of the Lagoon to Fundy Albert.

- Transfer of Ownership of the Greensboro lagoon, to include all equipment and land would be at no cost to Fundy Albert.
- An initial reserve fund would be included in the transfer.
- A package of spares and maintenance equipment would be included in the transfer.
- DELG would be responsible for setting and collecting a one-off connection fee prior to transfer, to be conducted in a fair and consistent manner similar of many other projects they have completed.
- DELG would set the initial annual user fee.

## RECOMMENDATION

It is recommended that council approve the administration to enter formal discussions with DELG regarding the transfer of ownership and operation of the Greensboro Lagoon, with the view of taking on the Lagoon. However, formally agreeing and signing of contracts should be deferred until more information is known regarding the financial and resource impact on Fundy Albert.

This approach will allow Fundy Albert to shape the development of the Lagoon and ensure any contracts developed are in the best interests of the end user and Fundy Albert as a whole.

## OTHER OPTIONS

1. **Defer a decision** and any involvement until DELG provides further information on operating and maintenance expenses. However, this approach would limit our ability to influence the project's development or proposed fee structure.
2. **Decline ownership of the lagoon**, which could lead to one of three possible outcomes:
  - a. DELG transfers ownership to Fundy Albert regardless, leaving us responsible for a system we neither planned for nor influenced.
  - b. DELG transfers ownership to a private organization, which may operate on a for-profit basis.
  - c. DELG retains ownership but contracts operations to a third party, likely resulting in increased user fees.

## RISK ANALYSIS

Taking ownership of the Greensboro wastewater lagoon presents risks related to long-term financial sustainability, operational capacity, regulatory compliance, and potential liability for environmental impacts. Conversely, declining ownership could result in loss of local control, increased user fees if managed by a private entity, or the forced transfer of an underfunded system to Fundy Albert. Careful consideration is required to balance financial responsibility, environmental stewardship, legal obligations, and community expectations.

## CONSIDERATIONS

<b>Legal</b>	<ul style="list-style-type: none"><li>• Potential liability for environmental non-compliance if the system fails.</li><li>• Regulatory obligations under provincial and federal wastewater treatment standards.</li><li>• Contractual agreements required for ongoing operations and maintenance.</li></ul>
<b>Financial</b>	<ul style="list-style-type: none"><li>• Uncertainty regarding long-term operating and maintenance costs.</li><li>• Adequacy of the initial reserve fund to cover unforeseen expenses.</li><li>• Future capital investment requirements for system upgrades or expansions.</li><li>• Impact on municipal budgets and potential need for additional revenue sources.</li></ul>
<b>Environmental</b>	<ul style="list-style-type: none"><li>• Responsibility for ensuring compliance with discharge regulations and environmental protection measures.</li><li>• Potential risks of spills or system failures affecting the Petitcodiac River.</li></ul>

	<ul style="list-style-type: none"> <li>• Long-term sustainability of the lagoon system and its impact on surrounding land and water quality.</li> </ul>
<b>Policy</b>	<ul style="list-style-type: none"> <li>• Alignment with Fundy Albert's strategic priorities and long-term infrastructure planning.</li> <li>• Consistency with existing wastewater policies and service delivery models.</li> <li>• Implications for future developments and growth within the municipality.</li> </ul>
<b>Stakeholders</b>	<ul style="list-style-type: none"> <li>• Expectations of current and future residents regarding service levels and costs.</li> <li>• Coordination with DELG and other regulatory bodies for oversight and compliance.</li> <li>• Potential partnerships or outsourcing arrangements for lagoon operation and maintenance.</li> </ul>
<b>Community Sensitivities</b>	<ul style="list-style-type: none"> <li>• Concerns about user fees and cost fairness for residents.</li> <li>• Potential opposition to municipal ownership due to perceived financial risks.</li> <li>• Public expectations for transparency in decision-making and service delivery.</li> </ul>
<b>Council priorities</b>	<p>Strategic Plan Alignment:</p> <ul style="list-style-type: none"> <li>✓ Infrastructure</li> <li>✓ Village Services</li> <li>✓ Communications</li> <li>✓ Strategic Partnerships</li> <li>• Economic Development &amp; Tourism</li> </ul>
<b>Documents, maps, photos or presentations attached</b>	N/A
<b>Interdepartmental consultation</b>	CAO, DirOps, Treasurer
<b>Intergovernmental considerations</b>	DELG, Englobe



### COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session  
From Ian Barrett  
Date February 18<sup>th</sup> 2025  
Subject Fundy Albert Work Plan  
Presenters Ian Barrett  
(if applicable)  
Length of Presentation  
(if applicable)

Type

Public

Private

✓ Committee of the Whole

#### RATIONALE FOR PRIVATE DISCUSSION (if applicable):

N/A

#### ISSUE

Presentation of Fundy Albert Work Plan 2025

#### CURRENT STATUS AND BACKGROUND

The Work Plan will be presented and explained during the Committee of the Whole meeting. A copy of the PowerPoint presentation is attached for pre-reading and is best reviewed in presenter mode.

To date, the Work Plan has been developed by compiling all known tasks performed by the Public Works team to maintain Fundy Albert's infrastructure and services. Estimated time allocations for each task have been determined through observations and consultations with the team.

Work is ongoing to refine the detailed day-to-day scheduling of tasks.

#### RECOMMENDATION

It is recommended that Council provide feedback on the 2025 Work Plan to ensure alignment with Fundy Albert's strategic priorities and to support the effective prioritization of tasks in the best interest of all residents.

#### OTHER OPTIONS

N/A

#### RISK ANALYSIS

Several risks exist in the delivery of the 2025 Work Plan, including financial constraints, task prioritization, and community impact. The following considerations outline key factors to assess when further refining tasks and resource allocations.

## CONSIDERATIONS

<b>Legal</b>	<ul style="list-style-type: none"> <li>• All water related works must be carried out as mandated by federal and municipal regulations</li> <li>• WorkSafe NB OHS legislation must be adhered to.</li> <li>• Federal and Provincial Employment Laws must be adhered to.</li> </ul>
<b>Financial</b>	<ul style="list-style-type: none"> <li>• Alignment to approved budget</li> <li>• Cost effectiveness</li> <li>• Risk of unexpected cost overruns due to infrastructure failures.</li> </ul>
<b>Environmental</b>	<ul style="list-style-type: none"> <li>• Sustainable practices</li> </ul>
<b>Policy</b>	<ul style="list-style-type: none"> <li>• Consistency</li> <li>• Integration with Strategic Plan</li> <li>• Requirements for the update or development of policies to support implementation</li> </ul>
<b>Stakeholders</b>	<ul style="list-style-type: none"> <li>• Coordination with other stakeholders</li> <li>• Impact on Staff workload and operational capacity</li> <li>• Potential partnerships with community organisations</li> </ul>
<b>Community Sensitivities</b>	<ul style="list-style-type: none"> <li>• Public expectation regarding what services are delivered and to what standard.</li> <li>• Value for money</li> </ul>
<b>Council priorities</b>	Strategic Plan Alignment: <ul style="list-style-type: none"> <li>✓ Infrastructure</li> <li>✓ Village Services</li> <li>✓ Communications</li> <li>✓ Strategic Partnerships</li> <li>✓ Economic Development &amp; Tourism</li> </ul>
<b>Documents, maps, photos or presentations attached</b>	1. Work Plan PowerPoint Presentation
<b>Interdepartmental consultation</b>	CAO, DirOps, Treasurer, Public works team
<b>Intergovernmental considerations</b>	





## COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session  
From Ian Barrett/Linda Sabourin  
Date February 18<sup>th</sup> 2025  
Subject Horizon Health Hillsborough  
Presenters Ian Barrett/Linda Sabourin  
(if applicable)  
Length of Presentation  
(if applicable)

Type

Public

Private

• Committee of the Whole

### RATIONALE FOR PRIVATE DISCUSSION (if applicable):

N/A

### ISSUE

Assessment of Unit 2, 61 Academy Street, Hillsborough for use as a medical clinic by Horizon Health

### CURRENT STATUS AND BACKGROUND

Horizon Health and Fundy Albert have been in discussions for several years regarding the use of Unit 2, 61 Academy Street, Hillsborough, as a medical clinic. Establishing a medical clinic in Hillsborough would provide significant benefits to the community. To support this initiative, Fundy Albert previously agreed to contribute up to \$200,000 toward the venture.

Previous reports (see Attachment 1) outlined a proposed scope of work required to bring the building up to the necessary standard. However, these reports noted that the scope may not be comprehensive, as no formal assessment was conducted on the building's structural and mechanical components. Additionally, the report recommended retaining an architect to review the building.

To address this gap, administration requested a proposal from Englobe to conduct the necessary assessment. The proposed fee for this assessment is **\$11,450.00**, with additional hourly costs if further evaluation is required beyond the initial report (see Attachment 2).

The cost of this assessment was not included in the originally agreed \$200,000 contribution. Conducting the assessment will provide a clearer understanding of the total investment required, enabling Fundy Albert to establish a fair and appropriate lease fee for Horizon Health based on the necessary upgrades.

## RECOMMENDATION

It is recommended that Council approve Global's proposal for the assessment of Unit 2, 61 Academy Street. This will allow administration to set a fair and appropriate lease fee and ensure the space is properly evaluated to support the development of a medical clinic in Hillsborough.

## OTHER OPTIONS

**Do not approve** Englobes Proposal. This will result in a saving of \$11,450.00. However, this may mean the project proceeding with unknown issues that may result in increased costs that will not be able to be factored into the lease fee.

## RISK ANALYSIS

Each option presents distinct risks that Council should consider before making a decision. Proceeding without an assessment could lead to unforeseen structural or mechanical issues, increasing overall project costs and potentially impacting lease negotiations. Conversely, approving the assessment incurs an upfront financial cost but provides greater certainty in project planning.

## CONSIDERATIONS

<b>Legal</b>	<ul style="list-style-type: none"><li>• Without a proper assessment, undiscovered structural or mechanical deficiencies could result in future liability issues, particularly if safety concerns arise after renovations.</li><li>• Lease agreements may be contested if unexpected costs arise, creating disputes between Fundy Albert and Horizon Health over responsibility for repairs.</li><li>• A building assessment ensures compliance with regulatory and building code requirements, mitigating legal exposure.</li></ul>
<b>Financial</b>	<ul style="list-style-type: none"><li>• No assessment: Unexpected building deficiencies could significantly increase renovation costs, leading to budget overruns beyond the \$200,000 contribution.</li><li>• Assessment approved: Incurs an upfront cost of \$11,450, with potential additional costs if further review is required.</li><li>• Deferral: Delaying the assessment could affect future budgeting, potentially leading to higher costs if construction costs rise over time or emergency repairs become necessary.</li></ul>
<b>Environmental</b>	<ul style="list-style-type: none"><li>• Without an assessment, the building may have undetected environmental hazards (e.g., asbestos, mold, outdated HVAC systems) that could lead to health risks or expensive remediation.</li></ul>

	<ul style="list-style-type: none"> <li>• An early assessment allows for proactive planning for any required environmental mitigation measures.</li> <li>• Delaying the assessment may postpone necessary sustainability upgrades, increasing long-term operational costs.</li> </ul>
<b>Policy</b>	<ul style="list-style-type: none"> <li>• Council has a duty to ensure transparent and responsible financial management. Proceeding without an assessment may lead to accusations of poor due diligence.</li> <li>• Approving the assessment aligns with best practices in asset management and risk mitigation.</li> <li>• Deferring the decision could lead to misalignment with municipal planning priorities, potentially delaying the project.</li> </ul>
<b>Stakeholders</b>	<ul style="list-style-type: none"> <li>• Horizon Health: May hesitate to proceed if there is uncertainty regarding the true cost of renovations or concerns over long-term lease sustainability.</li> <li>• Fundy Albert: Faces potential financial and reputational risks if unforeseen building deficiencies lead to disputes over lease terms.</li> <li>• Contractors and consultants: Without a full assessment, estimates for renovation work may be inaccurate, leading to potential scope changes and project delays.</li> </ul>
<b>Community Sensitivities</b>	<ul style="list-style-type: none"> <li>• The establishment of a medical clinic is seen as a positive development for the community. Any delays in decision-making may lead to frustration or concerns over municipal inefficiency.</li> <li>• If structural or mechanical issues surface later in the project, community members may question why a proper assessment was not conducted earlier.</li> <li>• Approving the assessment demonstrates commitment to responsible project management, ensuring that the clinic can be safely and efficiently established.</li> </ul>
<b>Council priorities</b>	<p>Strategic Plan Alignment:</p> <ul style="list-style-type: none"> <li>✓ Infrastructure</li> <li>✓ Village Services</li> <li>✓ Communications</li> <li>✓ Strategic Partnerships</li> <li>• Economic Development &amp; Tourism</li> </ul>
<b>Documents, maps, photos or presentations attached</b>	<ol style="list-style-type: none"> <li>1. Acadian Construction Scope of Works</li> <li>2. Englobe Assessment Proposal</li> </ol>
<b>Interdepartmental consultation</b>	CAO, DirOps
<b>Intergovernmental considerations</b>	Englobe



# ACADIAN CONSTRUCTION ACADIENNE

671, Malenfant Blvd, suite 1, Dieppe, NB E1A 5T8  
Web: [www.acadianconstruction.com](http://www.acadianconstruction.com)

Tel: (506) 857-1909  
Fax: (506) 857-0342

## Hillsborough Medical Clinic 2023

### Scope of Work

April 4, 2023

### Introduction

*The Scope of Work contained herein is based on drawings prepared by Horizon Health Network, and per site review on March 28, 2023.*

*The subject building, located at 61 Academy Street in Hillsborough, NB, is a former RCMP detachment. The structure is two stories in height on the West side and one story in height on the East side. The Proposed Clinic is on the East side of the building and measures approximately 1,800 square feet in size. The two-story section on the West side is approximately 750 square feet per floor. The original date of construction is unknown but is estimated to be in the order of 50 years old. The village of Hillsborough, in partnership with Horizon Health Network wishes to convert the East side of the building to a medical clinic and doctors' office.*

*Acadian Construction Ltd has reviewed the provided floor plan and conducted a site review and interview with Horizon Health Network (HHN) to ascertain a general scope of work required. A **Class D Budget** and approximate schedule of time required to complete the work has been developed based on the available information. Note that the scope of work outlined in this document may not be complete and may change depending on architectural, Office of the Fire Marshal review or due to unknown and unforeseen building conditions which may arise during construction. Acadian Construction Ltd takes no responsibility for code compliance with respect to the scope of work outlined in this document. It is recommended that an architect be retained to perform a review.*

### Exterior Improvements

- Remove Sections of existing sidewalk that abut the wheelchair ramp. Install new concrete wheelchair ramp extension to connect to existing ramp.
- Install new Signage on front lawn complete with concrete base.
- Remove existing emergency exit stairs and replace with new code compliant stairs.
- ~~Remove and replace existing sidewalk at rear of building.~~
- Remove existing chimney, patch and repair roof and exterior wall in this location.

### Building Envelope

- Replace asphalt shingle roof with new on both upper and lower sections.
- Remove and replace existing stepped flashing where low roof intersects two-story wall.
- Remove existing stucco from gable ends and replace with new horizontal siding.
- Remove and replace all exterior windows on clinic side only.



- Remove main entrance on clinic side and replace with new aluminum entrance system complete with barrier free hardware.

#### Interior Improvements

- Selective removal of walls per HHN drawings
- Revise layout in accordance with HHN drawings
  - Exception to modify layout to Exam Rooms from the Waiting Area to accommodate required corridor width.
  - Layout to be reviewed and approved by HHN.
- Remove all existing flooring and replace with new sheet flooring to meet HHN specifications.
- Remove and replace all existing interior doors and hardware in accordance with HHN specifications.
- Patch and repair existing drywall ceilings.
- Door serving barrier free washroom to be double swing type per HHN specifications.
- Install new custom fabricated Reception desk complete with solid surface top in accordance with HHN specifications.
- Install new millwork in the two exam rooms complete with a sink and solid surface counter tops.
- Install hand hygiene sinks in each exam room in accordance with HHN specifications.
- Remove and replace all washroom fixtures and accessories and replace with new fixtures and accessories in accordance with HHN specifications and provided layout. Water closet to be bariatric.
- Install new kitchenette per HHN drawings.
- Paint all walls, ceilings and doors on clinic side.
- Install new janitors mop sink in EVS room.
- Supply and install new millwork in the Lab complete with solid surface top in accordance with HHN specifications.
- Install fire resistance rating between clinic wall and adjacent leased space.
- Install new wall protection HHN specifications in public areas, washrooms, and Exam rooms.
- Patch and repair interior walls, floor and ceiling where chimney was removed.

#### Electrical

- Install new outlets throughout to suit revised layout.
- Allowance for 2 additional 120V 15A outlets in each exam room accommodate medical equipment.
- Remove and replace all existing lighting and replace with new to accommodate architectural layout and in accordance with HHN specifications.
- Remove and replace all exterior building mounted HPS light fixtures with new LED fixtures.
- Electrical to accommodate mechanical equipment upgrades.
- Install voice and data outlets in reception area and Offices.



#### Mechanical

- Install new forced air heat pump, to provide seasonal cooling, complete with backup heating coil.
- Supply and install new ERV (energy recovery ventilator) to suit ASHRAE requirements for occupancy.
- Remove and replace existing ductwork to accommodate new layout.
- Install all new floor grilles for supply and return air ducts.
- Supply and install plumbing fixtures as noted above.

#### Fire Stopping & Smoke Seals

- Fire Stop & smoke seals at all penetrations in fire rated walls.

#### CLARIFICATIONS

- Pricing is for budget purposes only and is subject to change based on architectural review and unforeseen site conditions.
- Work to take place during regular business hours.
- All FFE by Horizon Health Network.

Regards

Meahan MacPherson  
Acadian Construction (1991) Ltd.  
Office (506)857-1909 ext 110





671 Malenfant Blvd, Suite 1, Dieppe, NB E1A 5T6  
Tel: (506) 857-1909

## PRELIMINARY BUDGET ESTIMATE - CLASS "D"

### Hillsborough Medical Clinic

ESTIMATE FILE # E23-050  
LOCATION: Hillsborough  
CONTACT PERSON: Tim Geldart  
TYPE OF JOB: Renovation  
CONTRACT METHOD: LS  
WORK AREA FOOTPRINT: 1600 sf

DATE: April 4, 2023  
budget prepared by: MM/SM

#### BUDGET SUMMARY

CODE DESCRIPTION	TOTAL
01 General Requirements	\$ 45,615.48
02 Demolition and cleanup	\$ 17,055.00
03 Concrete	\$ 2,534.00
04 Masonry	\$ 4,000.00
05 Metals and Structures	\$ -
06 Carpentry & Millwork	\$ 31,615.00
07 Thermal and moisture - Roofing, Cladding, Insulation	\$ 23,510.00
08 Doors & Windows	\$ 37,335.00
09 Finishes	\$ 77,400.00
10 Specialties	\$ 5,775.00
Exterior & Interior Signage	\$ 15,000.00
11 Equipment	\$ -
12 Furnishings	\$ -
14 Elevators	\$ -
21 Fire Suppression	\$ -
22 Plumbing	\$ 32,500.00
23 HVAC Systems	\$ 22,000.00
26 Electrical & Communications	\$ 35,000.00
28 Electronic Safety and Security	\$ -
31 Earthwork	\$ -
32 Exterior Improvements - Sidewalk	\$ 3,000.00
33 Utilities	\$ -
40 Contingency and allowances	\$ 25,000.00
Subtotal Building, excl hst	\$377,339.48
Design development and Inspections	\$0.00
Contractor Fee	\$45,280.74
Budget Total	<b>\$422,620.22</b> + HST

Rate Basement Ceiling - If deemed to be required by Architect \$15,000.00 (not included above)



February 11, 2025

**Village of Fundy Albert**

61 Academy Street  
Hillsborough, NB E4H 2R4  
Attention: Ian Barrett - Director of Operations

Subject: **Professional services proposal**  
**Fundy Albert Municipal Office Building Condition Assessment**  
**Building Evaluation for Potential Healthcare Provider**  
Englobe reference: P2412855.000

Dear Mr. Barrett:

Following your email request on December 16, 2024, and additional information received on January 9, 2025, Englobe is pleased to present our professional services proposal to carry out a building condition assessment and opinion of probable cost for the municipal building located at 61 Academy Street in Hillsborough, NB.

The building is currently used as the Village of Fundy Albert's municipal office and was originally constructed in the late 1970s or early 1980s as a rural RCMP detachment and living quarters.

## 1 Description of the project

Based on previous discussions, our understanding of the Project is the following:

The Village of Fundy Albert's municipal building, located at 61 Academy Street in Hillsborough, NB, is to be assessed in part for its suitability as a lease space for a healthcare provider. As part of the lease, the building assessment is to review whether the basic structure, mechanical and electrical, is in good working order. The assessment will also allow the municipality to understand the costs involved in getting the space up to current standards and to assist in determining the leasing term.

## 2 Description of the services and deliverables

In the scope of the present Project, the services to be provided by Englobe are the following (the "Services"):

### Phase 1 - Building Assessment

**Building review:** An architectural, mechanical, and electrical representative will perform a site review of the municipal office to assess the existing conditions. The assessment will focus on the building's suitability to serve as lease space for a healthcare provider. Note the following conditions:

- a. No plans or plan-based diagrams will be included in the report since no as-found or as-build floor plans are available.

- b. Review will be non-invasive
- c. Fee assumes a preliminary functional program will be provided upon which to base the assessment.

#### **Phase 2 - Report**

An assessment report of the architectural, mechanical, and electrical evaluation will be submitted, noting any requirements/renovations necessary for the requested program to function within the confines of the existing space and to meet current codes and standards.

#### **Phase 3 - Class 'D' Opinion of Probable Cost**

An opinion of the probable cost will be submitted based on the recommendation given within the report.

## **2.1 Deliverables**

**Englobe will issue the following documents:**

- Building assessment report including:
  - The existing condition of the building and major components.
  - Identification of elements that do not meet the healthcare provider's functional program and building code requirements.
  - Recommendations on renovations required for the facility to meet the requirements of the healthcare provider function program.
  - Class 'D' Opinion of the probable construction cost for the recommendations made within the report.

#### **Submission of Deliverables**

Deliverables produced by Englobe are supplied on an electronic medium and sent electronically (via email) by default. If you wish to receive a hard copy of your deliverables, we invite you to inform us.

## **3 Excluded services**

All services which are not described herein are not part of this proposal, namely, but not limited to, the following:

- Detailed design, construction drawings or schematics of proposed renovations;
- Energy usage estimates and energy modeling;
- Equipment selections;
- Destructive testing;
- Hazardous materials analysis, air quality analysis.
- Any additional services, requirements, meetings, site visits or reviews not expressly listed herein. Englobe can provide a quote for additional services if requested.

## 4 Proposed team

We propose the following team leads for this project.

- Project Management - Laura Leger, P.Eng., Englobe
- Mechanical - Yves Savoie, P. Eng., Englobe
- Electrical - Alain Roy, P. Eng., Englobe
- Architectural - Heather Sprague - Owner / Principal Architect - Jost+ Architects LT

## 5 Fees proposal

For the execution of this Project, the value of our fees and expenses will be for a lump sum of \$11,450.00 plus HST. Any additional services and meetings will be invoiced at the following rates:

Team members	Rate (excluding HST)
Senior Professional - Principal	\$ 175/hr
Senior Engineer	\$ 165/hr
Intermediate Engineer	\$ 147/hr
Senior Technologist	\$ 130/hr
Intermediate Technologist	\$ 115/hr
Administrative support	\$ 75/hr
Architect	\$ 175/hr
Architectural Technologist	\$ 115/hr
Mileage	\$ 0.70/km
Other expenses	At cost

Fees for the Services and other charges payable by the Client under any purchase order or contract are determined in accordance with Englobe' s rates in effect at the time the Services are performed, as set out hereto. Englobe may, from time to time, but no more than once per calendar year, increase or adjust those hourly fees and charges. Englobe will notify the Client of these changes at least 60 calendar days prior to them taking effect.

## 6 Invoicing and terms of payment

- On a monthly basis, Englobe will issue an invoice, payable upon its reception, based on the percentage of our services completed;
- Any outstanding balance beyond 30 days is subject to a 1.5% compounded interest per month (19.56% per year).

## 7 Validity of the proposal

This proposal is valid for a period of 60 days.

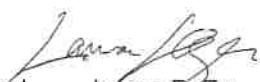
## 8 Acceptance of the proposal

We thank you for allowing us to submit our proposal and trust we will be granted the opportunity of participating to the execution of your Project. Should you accept our proposal, please return a signed copy as authorization to proceed. Note that our Services will be executed following the terms of this letter, as well as in accordance with the attached terms and conditions, all of which constitute the official agreement between the two parties.

If you require additional information, please do not hesitate to contact the undersigned.

Yours very truly,

**Englobe Corp.**



Laura Leger, P. Eng.  
Project Engineer  
Municipal Engineering

Encl.: Appendix A - Terms and conditions

C.C.: David Simpson, P.Tech. Sr, Project Manager - Buildings - Englobe Corp.  
Pierre Plourde, P.Eng., Senior Technical Director - Englobe Corp.

\\EgnyteDrive\MONWork\2024\2412855 Fundy Albert Mun. Office Condition Assess\Admin\Proposal\2412855 - Fundy Albert BCA - Proposal - February 11, 2025.docx

---

### READ AND ACCEPTED

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email: \_\_\_\_\_

---

# Appendix A

## Terms and conditions



**eNGLOBE**



For the purpose of these terms and conditions (the "T&Cs"), Englobe Corp. / Protostatix, a division of Englobe Corp. / MPE, a division of Englobe Corp. shall be referred to as the "Consultant" and the recipient of the fee proposal from the Consultant shall be referred to as the "Client". Together, the fee proposal and the T&Cs shall be referred to as the "Agreement".

### **Clause 1 Acceptance**

1.1 Client's unqualified acceptance of the Agreement shall be deemed upon the commencement of any services described in the Agreement (the "Services"), or by Client's issuance of a purchase order. These terms and conditions constitute the entire agreement between Client and Consultant regarding the Services, and Consultant is not bound by any terms set forth in any document issued by Client. No amendment or waiver to these terms and conditions shall be valid unless evidenced in writing by a duly authorized representative of Consultant. The acceptance of a purchase order or other document by Consultant, or Consultant's omission to object to additional or contradictory provisions of any purchase order or other document emanating from Client, shall not be interpreted as an acceptance of such provisions or a waiver by Consultant of this Agreement.

### **Clause 2 Consultant Fees**

Except if otherwise stated in the Agreement, payment terms for the Services shall be as follows:

- 2.1 Client shall pay Consultant within 30 calendar days from receipt of an invoice, without any deduction, offset or withholding of any kind or nature or for any reason whatsoever. If any item of an invoice is disputed by Client as not properly due, Client shall provide written notice of its intention to withhold payment for this item, including reasons, within 5 business days of receipt of the invoice. Failure to provide such notice within the specified period shall result in the invoice being deemed accepted by Client. Notwithstanding any disputed items, Client shall not delay payment of the undisputed portion of the invoice. All payments are to be made in Canadian currency. Any outstanding balance from and after the aforesaid 30-day period shall bear interest at a rate of 1.5%, compounded monthly (19.56% per annum).
- 2.2 Fees and other charges payable by Client are determined in accordance with Consultant's rates in effect at the time the Services are performed, as described in the Agreement. Reimbursable expenses include, but are not limited to, mileage, air fare, accommodation, vehicle rental, parking and meals.
- 2.3 Fees and other charges shall be net of GST, HST, QST, Value Added Tax, Provincial Sales Tax or any

other similar taxes (the "Applicable Taxes"). Applicable Taxes, if any, shall be levied in addition to any fees or other charges payable by Client under the Agreement and will be shown separately on each invoice. The parties shall not be responsible for income taxes and or other taxes owed by the other party.

2.4 Consultant shall be entitled to recover all costs, interest, and legal expenses incurred in the recovery of any outstanding balance owed by the Client, including but not limited to reasonable legal fees and disbursements.

2.5 Consultant shall have the right to retain any Deliverables created under this Agreement until full payment of all fees and expenses due under this Agreement has been received. In the event of non-payment by Client, Consultant shall not be obligated to release or deliver any Deliverables, including final reports, designs, or other materials.

2.6 Any additional requests from the Client following the issuance of the Deliverables (such as meetings, court testimony, requests for information, etc.) shall be billed at the rates determined by the Consultant, in its sole discretion. Additionally, any travel or other related expenses incurred by the Consultant shall also be invoiced to the Client.

### **Clause 3 Changes**

3.1 Client acknowledges that (i) changes to the Services; (ii) unforeseen circumstances or conditions; (iii) events beyond a party's reasonable control; and (iv) changes to applicable laws or standards, may result in increased costs for Consultant in performing the Services (each, a "Change").

3.2 The Consultant agrees to promptly notify the Client of any additional costs arising from a Change that are necessary to complete the Project as outlined in the Agreement (the "Project"). Any such Change will result in a reasonable adjustment to the Consultant's fees and to the timeline for delivering the Services, where applicable.

3.3 Client acknowledges and agrees that any request to change the name of the entity being invoiced for the Services will result in a \$250 administration fee.

### **Clause 4 Consultant Obligations**

4.1 In performing the Services, Consultant shall act in a manner consistent with the degree of care and skill ordinarily exercised by members of the same profession, currently practicing under similar circumstances at the same time and in the same or similar locality as the Project site (the "Site") and for projects of similar scope and complexity to the Project.

4.2 Before performing any Intrusive Works, Consultant agrees to obtain a public underground structure locate report. Consultant will not be liable for any loss or

damage to the Site or to any underground structures that were not identified (or were incorrectly identified) in the locate report. Client agrees to indemnify and hold Consultant, including its directors, officers, employees, agents, successors, and assigns, harmless from and against any and all costs arising from or related to the presence of such unidentified or misidentified underground structures.

- 4.3 Consultant will make commercially reasonable efforts to minimize any damage to the Site; however, it does not guarantee that the Site will be returned to its original condition. Any costs required to restore the Site to its original condition shall be the responsibility of Client.
- 4.4 Consultant shall not be responsible for providing maintenance or support, nor for providing maintenance recommendations, related to the Deliverables.
- 4.5 Consultant shall retain all records related to the Project for a period of 10 years following the completion of the Services, or for such longer period as may be required by applicable law. These records shall be made available to Client upon request, subject to a reasonable fee, as determined by Consultant.

### **Clause 5 Client Obligations**

- 5.1 Client agrees to promptly provide Consultant with all information necessary for the provision of the Services (the "Data"). Client represents and warrants that the Data is accurate and acknowledges that Consultant will rely on this Data to perform the Services.
- 5.2 Client shall ensure that Consultant, its employees, and subcontractors have safe access to the Site and, unless otherwise specified in the Agreement, shall obtain and maintain all permits and licenses required for the Project. Client agrees to indemnify and hold harmless Consultant from any and all claims, threatened claims, proceedings, appeals, liabilities, obligations, judgments, or fines arising from or relating to Consultant's access to the Site for the purpose of performing the Services.
- 5.3 In situations where Consultant deems it necessary to take exceptional measures to ensure the safety of its employees, subcontractors, or the public in general, Consultant shall have the right to act on behalf of Client in this regard. All costs arising from such measures shall be borne by Client.
- 5.4 Client agrees to respond, comment on or approve any questions, requests, or documents submitted by Consultant within 10 calendar days from their receipt. Failing to provide comments on a Deliverable within this timeframe, the Deliverable shall be deemed approved by Client. Consultant shall not be liable for any delays caused by Client's failure to respond to

Consultant's requests within the prescribed timeframe.

### **Clause 6 Liability and Indemnification**

- 6.1 Consultant shall not be liable for any claims, damages, or costs arising from the discovery of radiation, radioactive or nuclear reactions, the presence of radioactive, toxic, explosive, or hazardous substances, or any other pollutants or contaminants (solid, liquid, or gaseous) on the Site. The Client acknowledges and agrees that it shall remain fully liable for and bear all costs associated with such matters.
- 6.2 In addition to the foregoing, Consultant shall not be liable for: (i) damages or delays caused by Client or a third party; (ii) defects in equipment provided by Client or a third party; (iii) any acts or omissions of Client, its employees, agents, or others; (iv) any inaccuracies or errors in information or data provided by Client or a third party; (v) damages to hardware (including equipment, computers, software, etc.) provided by Client or a third party; (vi) damages to, or caused by, underground structures that were not located (or were incorrectly located) by Client or a third party; (vii) damages or delays caused by events beyond Consultant's reasonable control; (viii) any decisions made by Client without consulting Consultant, including those contrary to Consultant's recommendations; (ix) the distribution of documents prepared by Consultant for Client's exclusive use; (x) the contractor's choice of work methods, techniques, procedures, protocols, site supervision, and safety and security programs; (xi) the failure of the Project to meet the requirements of rating systems such as LEED®, Built Green™, or Green Globes®; or (xii) the use of any unfinished or incomplete Deliverables that Consultant has not explicitly authorized for use.
- 6.3 Each party agrees to indemnify and hold the other party harmless from any loss or damage arising out of its material breach of the Agreement, or from the negligent acts or omissions of itself, its employees, representatives, subcontractors, or consultants.
- 6.4 Notwithstanding anything herein to the contrary, Consultant's maximum liability under the Agreement shall not exceed the total amount of fees paid by Client for the Services. For the purposes of this paragraph 6.4, "Consultant" shall be deemed to include Consultant and its representatives, consultants, subcontractors, directors, officers, employees and affiliates.
- 6.5 To the extent permitted by applicable law, Consultant shall in no event be liable for any special, consequential, indirect, moral or punitive damages relating to the Agreement or the Services rendered in connection therewith, despite the fact that Consultant

may have been informed of the possibility of such damages. This may include, but shall in no event be limited to, loss of use, income, or profits, business interruption, increased construction costs, as well as any costs necessary for the reconstruction or repair.

- 6.6 Client agrees to take all steps necessary to mitigate any losses, damages, costs, or expenses arising from a breach of this Agreement or any claim made under it. This includes making diligent efforts to prevent or minimize the impact of such losses and expenses.

### **Clause 7 Insurance**

- 7.1 Consultant agrees to obtain and maintain, throughout the term of this Agreement, commercially reasonable insurance coverage (commercial general liability and professional liability insurance), appropriate for the Services provided.
- 7.2 Consultant represents that it is an employer in good standing regarding the requirements of the relevant health and safety regulations.

### **Clause 8 Suspension/Termination**

- 8.1 Either party may terminate the Agreement for convenience by giving the other party at least 30 calendar days' prior written notice. If the Agreement is terminated by Client, Consultant shall be entitled to the payment of all the Services rendered up to the date of such termination, as well as any and all costs associated with this early termination of the Agreement, including, without limitation, reasonable demobilization costs and any third party penalties or charges imposed on the Consultant.
- 8.2 If either party (the "Defaulting Party") is in breach of any of its material obligations under the Agreement, the other party (the "Non-Defaulting Party") may give notice in writing of the breach to the Defaulting Party and request the Defaulting Party to remedy the default. If the Defaulting Party fails to remedy the breach within 10 business days (or any longer period mutually agreed upon by the parties) after the date of delivery of such written notice, the Agreement shall be terminated upon the Defaulting Party's receipt of a termination notice from the Non-Defaulting Party after the expiry of the cure period. If the Agreement is terminated as a result of Client's breach of its obligations, Consultant shall be entitled to the payment of all the Services rendered up to the date of such termination, as well as any and all costs associated with this early termination of the Agreement, including, without limitation, reasonable demobilization costs and any third party penalties or charges imposed on the Consultant. Non-payment of Consultant's invoices shall be deemed a material breach of the Agreement.
- 8.3 In the event that a breach results from Client's failure to pay Consultant's invoices, Consultant may, at its

discretion, suspend the performance of Services until full payment is received. During such suspension, Consultant reserves the right to reassign its personnel to other projects without prior notice to Client. Any costs or delays resulting from the suspension and subsequent remobilization shall be treated as a Change in accordance with section 3.2 and shall be solely borne by the Client. Consultant reserves the right to terminate the Agreement at any time while the Services remain suspended.

### **Clause 9 Intellectual Property Rights**

- 9.1 Provided that all fees owed to Consultant under the Agreement have been paid in full, Client shall be granted a perpetual, non-exclusive, and non-transferable license (without sub-licensing rights) to use the deliverables prepared by Consultant (the "Deliverables") exclusively for the purpose they were intended. For clarity, Consultant shall retain sole ownership of the Deliverables. Client may not modify, use, or authorize the use of the Deliverables for any purpose other than the Project or for additional work related to the Project without Consultant's prior written consent. Any such request shall be subject to Consultant's applicable rates at the time of the request.

Consultant disclaims all liability for any use of the Deliverables beyond the scope of the Project, for any modifications made to the Deliverables, or for any instance where the Deliverables are cited out of context without Consultant's prior written consent. Client agrees to indemnify, defend, and hold Consultant harmless from any claims, damages, or costs arising from the unauthorized use or misuse of the Deliverables.

- 9.2 Consultant shall retain exclusive ownership of all discoveries, inventions, and designs—whether patentable or subject to copyright—developed in the course of or in connection with the Project (collectively, the "Intellectual Property Rights"). Client expressly waives and assigns to Consultant all rights, including any moral rights, it may have in or on the proceeds of the Services. Client further agrees to execute, or arrange for the execution of, any documents necessary to confirm Consultant's ownership of the Intellectual Property Rights. Additionally, and without limiting the generality of the foregoing, Client acknowledges and agrees that any tax credits or incentives related to "scientific research and experimental development" shall be claimed exclusively by, and shall solely benefit, Consultant.

### **Clause 10 Confidentiality**

- 10.1 All drawings, specifications, technical data, Deliverables, Data, and other information (including any personal information) provided by Consultant to

Client in connection with the Project (collectively, "Confidential Information") shall remain the exclusive property of Consultant. Such information shall be treated as strictly confidential and may not be copied, reproduced, or used for any purpose other than the execution of the Project. Client agrees to comply with all applicable laws and regulations regarding the protection of personal information, including, without limitation, the *Personal Information Protection and Electronic Documents Act* (Canada) and any equivalent provincial legislation.

Notwithstanding the foregoing, the following information shall not be deemed Confidential Information under this Agreement: (i) information that becomes publicly available through no fault or breach of the Agreement by Client; (ii) information independently developed by Client without reliance on or use of the Confidential Information; and (iii) information lawfully obtained by Client from a third party, provided such third party is not bound by a confidentiality obligation or similar agreement regarding that information.

### **Clause 11 Non-Solicitation**

11.1 Client agrees that, during the term of this Agreement and for a period of 12 months thereafter, it shall not, directly or indirectly, solicit, recruit, or otherwise encourage any employee of Consultant who was involved in performing the Services under this Agreement to terminate their employment with Consultant. This restriction applies whether the solicitation is for Client's benefit or that of another person or entity. Notwithstanding the foregoing, Client shall not be prohibited from hiring an employee of Consultant who independently applies for a position in response to a general job posting not specifically targeted at Consultant or its employees. Client acknowledges and agrees that any breach of this covenant will require Client to pay Consultant an amount equal to 12 months of the employee's full-time billing at Consultant's prevailing rates at the time of the breach. This payment shall not preclude Consultant from seeking any additional remedies available under applicable law, including injunctive relief.

### **Clause 12 General Provisions**

12.1 Consultant reserves the right to subcontract all or any portion of the Services under this Agreement, at its discretion.

12.2 Notwithstanding anything to the contrary in the documents provided to Client, Consultant makes no representation or warranty, either express or implied, regarding the Services or the Deliverables, except as explicitly stated in this Agreement.

12.3 Client shall not assign or transfer any of its rights or obligations under this Agreement without the prior

written consent of Consultant. However, Consultant may assign or transfer this Agreement, or any of its rights or obligations, to an affiliated company without the prior written consent of Client.

12.4 Consultant and Client are independent contractors and nothing herein shall be construed as creating an employee or agency relationship, franchise, joint venture or partnership of any nature whatsoever between Consultant and Client.

12.5 The Agreement shall be governed and interpreted in accordance with the laws applicable in the jurisdiction in which the Project is located.

12.6 Consultant reserves the right to broadcast any promotional communications (press releases, traditional and web advertising, brochures, project sheets, social media, etc.) relating to the Services, unless Client has expressly stated its disagreement in writing.



## ADMINISTRATION REPORT

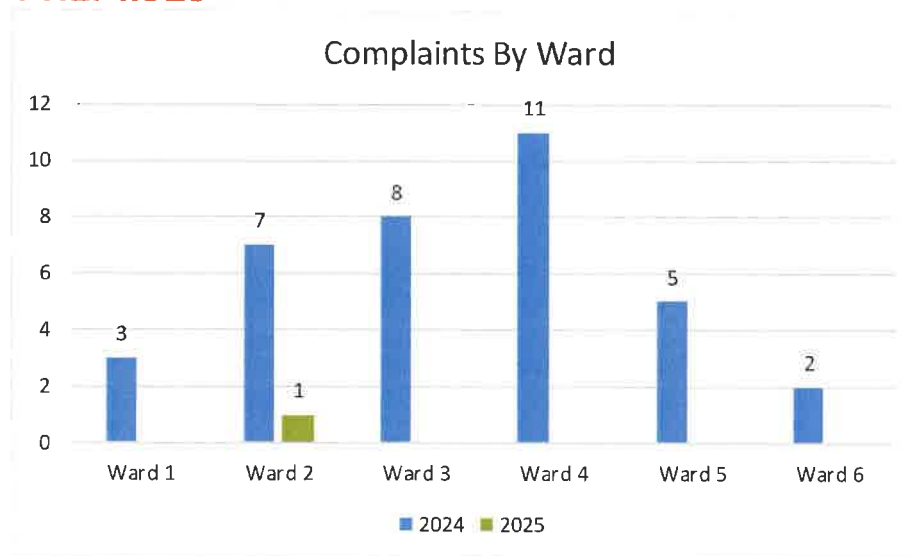
February 18, 2025

### COMMUNITY GRANTS PROGRAM

2025 Grants Council Approval

Literacy Express - Pre-School Program	\$2,500
Hillsborough District Minor Hockey Association – Ice Rental Subsidy	\$8,000
Fundy Blades Figure Skating Club – Ice Rental Subsidy	\$4,000
Chipoudy Communities Revitalization Committee	\$500
<b>TOTAL APPROVED February 4, 2025</b>	<b>\$15,000</b>

### UNSIGHTLY PREMISES



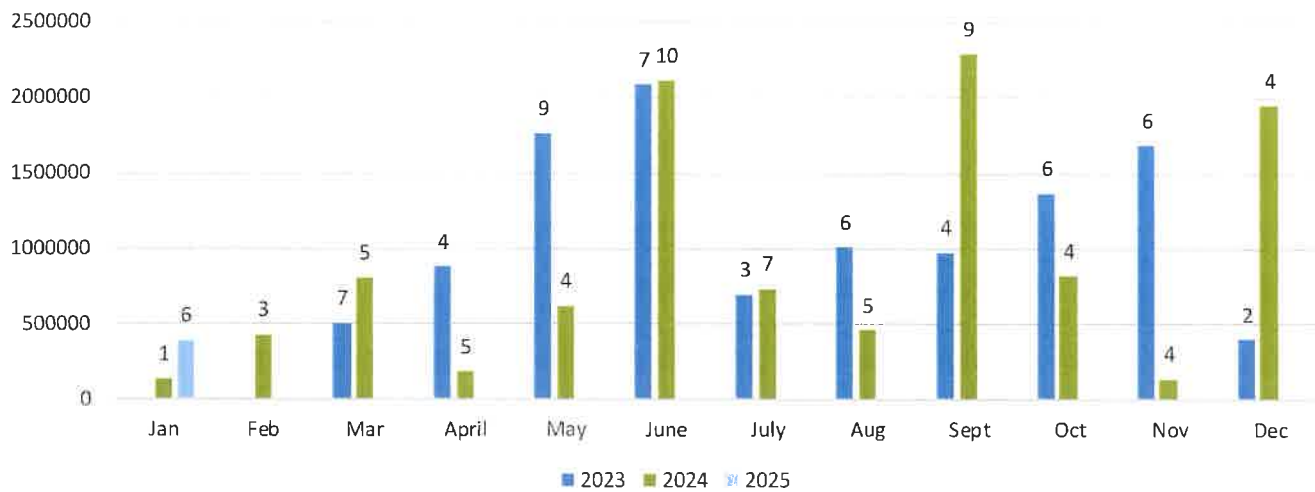
### RFPs / TENDERS / QUOTES

All Requests for Proposals, quotes and tenders are enacted and awarded as outlined in the [FundyAlbert Financial Management and Procurement Policy](#).

Item	Process Used	Results	Status
None			

## BUILDING PERMITS

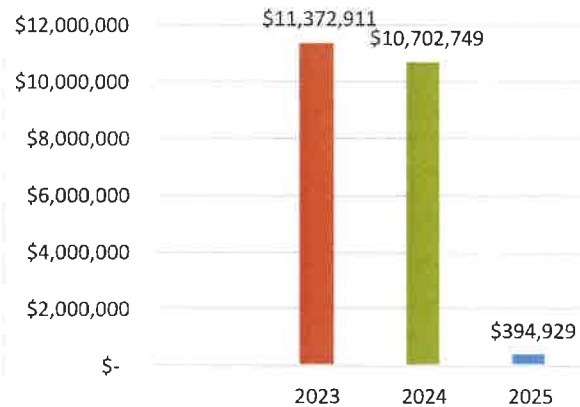
Permits Issued by Month



2025 Building Permits by Ward

WARD	2023	2024	2025
1	\$1,453,979	\$1,122,046	
2	\$261,100	\$484,564	\$78,260
3	\$620,133	\$769,375	
4	\$201,917	\$1,827,456	\$316,669
5	\$1,367,570	\$364,427	
6	\$7,468,212	\$6,134,881	
<b>TOTAL</b>	<b>\$11,372,911</b>	<b>\$10,702,749</b>	<b>\$394,929</b>

Permits by Dollar Value



## ANIMAL CONTROL

The NBSPCA will provide quarterly reports.

**Q1:** January, February, March — Report due in April

**Q2:** April, May, June — Report due in July

**Q3:** July, August, September — Report due in October

**Q4:** October, November, December — Report due in January (of the following year)

## FINANCE

### Audit

Currently in final review of interfunds and their corresponding Accounts Payable/Receivables. Once completed they may require further testing, but we are close to completion.

### Year-end

Finance is still working on completing our 2024 accounting year end. In the interest of giving the most accurate preadjusted figures, our plan to share our pre-adjusted figures will be further delayed to the March 2024 Committee of a Whole.

### Financial Reporting

Please see Gross Margin Income Statement Attachment.

### Capital Update

Please see Capital Update Attachment.

### Aging Receivables

Finance has written off the council approved receivables, and are now preparing disconnection warnings, disconnection notices and receivables to be sent to collections.

Department	61-90 (11/24)	61-90 (01/25)	91+ (11/24)	91+ (01/25)
Alma Utility	0	0	31,227	42,986
R-A Utility	0	0	49,487	59,285
Hillsborough Utility	64,150	16,738	50,928	65,398
General Operating	2,210	0	18,010	15,239

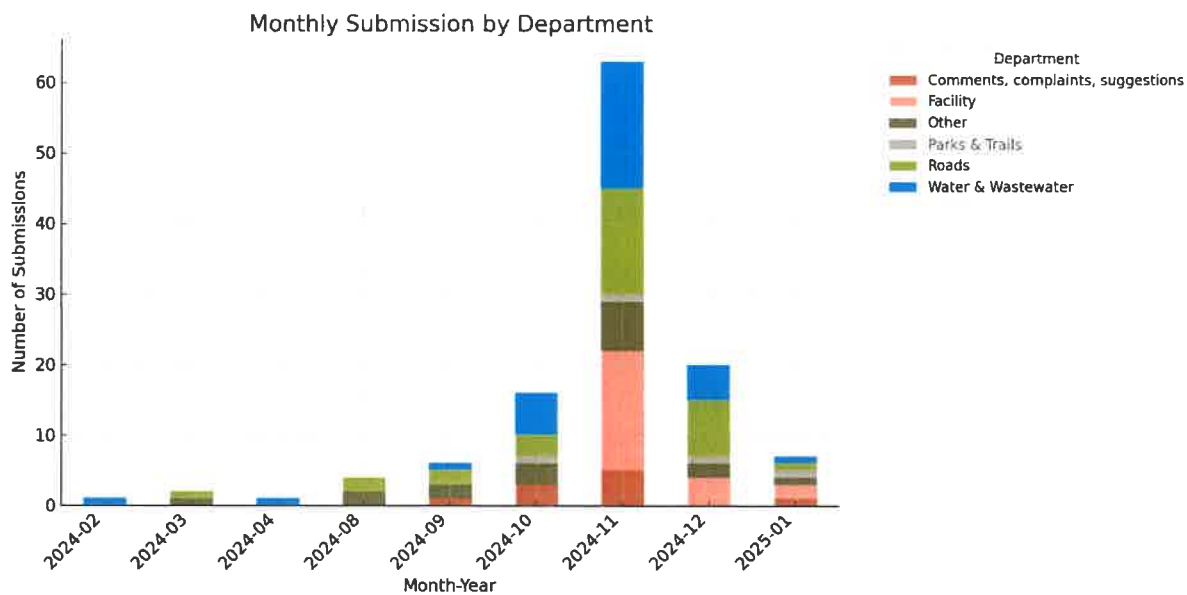
We have seen some decrease in Utility Receivables but have some 31-60 days items that will be that will now be on our disconnection warning list.



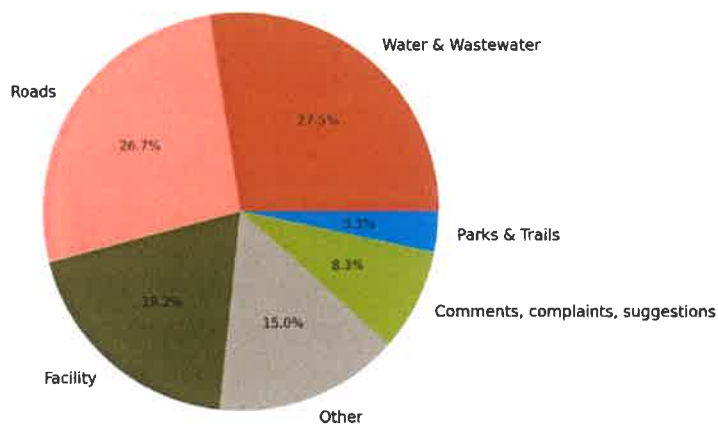
# COMMUNICATIONS

## Fundy Albert Ticketing Statistics

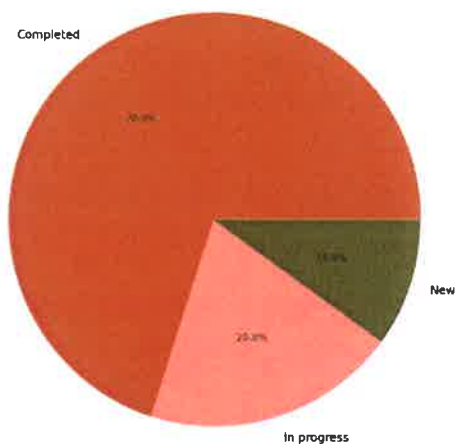
### Monthly Submission by Department



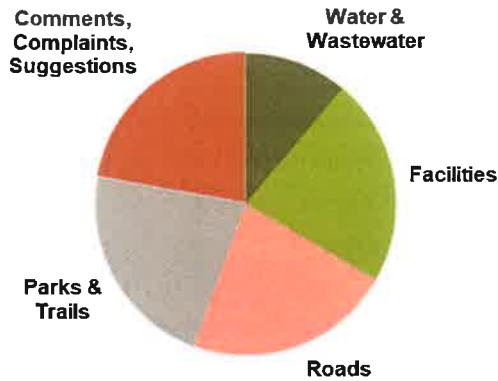
### Breakdown of Ticket by Department



### Ticket Status



### LAST 30 DAYS



### VOYENTALERT!

As of February 10, 2025, there are 490 subscribers to VoyentALERT! System.

Activated alerts can include everyday communications, boil orders or critical event notifications.

### Alert and Notification Summary from August to February 10, 2025

Alerts Activated by Administration: 37

### FUNDING

- Interpretive signage for the Crooked Creek Trail – **Pending**
- Applied for a grant through the Enabling Accessibility Fund for 2849 Main Street (Library). Wheelchair ramp in the front of the building and an automated door. **Pending**
- Alma EV charger (NB Power). **Pending**
- Canada Summer Job program – **Pending**
- Seed Student application – Submitted January 16<sup>th</sup> - **Pending**
- Dept. Canadian Heritage for Canada Day Activities - **Pending**

### PROGRAMS

#### Branding Session & Website Re-design

Installation of sign in Lower Coverdale has been approved by DTI. Pending until Spring.

### MUNICIPAL ASSETS

#### Rental Units

- Artisan Village Huts (6 huts in total) - 4 huts confirmed for the upcoming season. Reaching out to interested parties prior to advertising.
- Alma Incubator Space (3 in total) - There is one tenant not returning. This space will be advertised for rent soon.
- Alma Cultural Centre – Lease agreement has been sent to Friends of Fundy for the use of the Gallery Space and the Outpost Alma space.

- Alma Village office – Lease agreement has been sent to Friends of Fundy for the use of two rooms in the former Alma Village office.
- 61 Academy Unit 2 – Will be rented for the Municipal Elections effective March 1st, 2025 to April 30, 2025

## Community Centre Rentals

Fundy Albert Rentals					
Month	Riverside Albert Community Room	Riverside-Albert Rec Centre Gym	Alma Activity Centre	Alma Cultural Centre	Revenue
January	16	5	8	6	\$90.00
Total	16	5	8	6	\$90.00

## BY-LAW REVIEW (revised)

### Schedule 2024-2025

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
Municipal Plan (EAMP)					Review & Draft – ad hoc committee							
Water & Sewer	Review & Draft – ad hoc committee											
All-Terrain Vehicles								Review & Draft – ad hoc committee				
Noise					Review & Draft		Motion Reading 1	Reading 2 Reading 3				
Animal Control						Review & Draft		Motion Reading 1	Reading 2 Reading 3			
Loitering							Review & Draft		Motion Reading 1	Reading 2 Reading 3		
Garbage							Review & Draft		Motion Reading 1	Reading 2 Reading 3		

## OTHER - INTERNAL POLICIES, PROCESSES and HUMAN RESOURCES

- RTIPPA Policy, pending.
- Surplus Assets Policy, pending.

## WATER & WASTEWATER

- No significant events have occurred in any of the water or wastewater systems over the past month.
- Hillsborough. Nothing to report

- **Riverside-Albert.**
  - An increase in usage has been observed, so far, no leaks have been identified or reported, the team will continue to monitor daily.
- **Alma.**
  - Lift station pumps have now been ordered and rebuilds instructed.
  - A meeting was held with Fundy National Park regarding the temporary waterline and wastewater agreements.
    - It was agreed the temporary waterline will be installed mid April to allow for a 1 May turn on.
    - The Park has requested to extend the existing wastewater agreement for one year as they do not currently have the required data from the flow meters. We have agreed in principle and have proposed an increased rate for the extension in line with inflation, awaiting response.

## PUBLIC WORKS

- **HMI Laundry Water Usage.** To date the HMI Laundromat is consuming 40% of what they had originally estimated, they are not yet up to full capacity, and we will continue to monitor usage on a monthly basis.
- **Snow removal.** The Team is achieving approximately 85% completion rates in line with the snow removal policy. The deficit has been caused in part by equipment breakdowns, but more significantly the lack of dedicated or suitable equipment in Riverside-Albert. Breakdowns have resulted in the loss of one of the Bobcat mounted Snowblowers for the 24/25 Snow season which will significantly increase the time taken to conduct snow removal operations.
- **Equipment Breakdowns.** The fleet has suffered a number of major breakdowns that has resulted in a significant portion of the major repair budget being consumed. These include the replacement of the Turbo Charger on the John deere Tractor, and hydraulics work on both the Alma and Hillsborough Bobcats.
- **Garbage collection Transition.** As expected, the transition to the new garbage collection system encountered some issues. A total of 43 concerns were reported via telephone or the online form, all of which were forwarded to SERSC for corrective action.

Upon analysis, most concerns were related to areas with restricted access or locations that are difficult to service. Additionally, some apartment complexes were inadvertently missed during the transition planning—specifically, Anderson Manor in Riverside-Albert and Caledonia Place in Hillsborough.

We have engaged with NB Housing regarding Anderson Manor, and they are in the process of securing a private waste collection contract. Caledonia Place has been advised that they will likely need to arrange a similar solution. We continue to work with SERSC to establish both interim and long-term solutions to address these challenges.

## MAJOR PROJECTS

## WARD 1

### Alma Water Project Phase 1 & Phase 2

- Pre-Easement Agreement and MOU for transmission line between existing and new well have now been signed .
- Booster station plans have been amended, a meeting with the landowner is to be scheduled to discuss location.
  - **Possible outcome 1:** Landowner agrees to sell land to allow booster station to be built in preferred location.
  - **Possible outcome 2:** If landowners do not agree, there is an option to build in the municipal road allowance, but this will be to a lower specification and may raise concerns with other residents about sight lines and potential noise issues.
  - If outcome 2 occurs a council decision will be required on the next steps to ensure the best interests of all stakeholders is considered.
- Englobe continues to coordinate efforts to secure an aboriginal monitor for the construction phase of the project. Constuction may not be able to begin until an agreement is reached. When an agreement is reached it will need to be signed by council- be prepared for an emergency council meeting to reduce costly delays in the project.
- Preconstruction meeting planned for 18 or 19 February, more detail to be briefed at CoW if available.
- Proposed Construction Start date 3 March 2025

## WARD 2

### Riverside Albert Water Filtration Project

- Water filtration Plant project near completion, awaiting approval for additional works.

## WARD 3

### Golf Club Road

- Financing agreed in principle, awaiting receipt of 2023 financials to move forward.
- Meeting to be arranged with contractor once funding is received.

## WARD 4

### Hillsborough Water Exploration

- Hydrogeological survey and Environmental Impact Assessment (EIA) In progress.
- Administration has coordinated with Landowner, awaiting signed agreement before any physical work starts.

### Grey Brook (Route 114)

- No Further updates

### Pound Hill

- After concerns raised regarding transitions from old to new asphalt on the pound hill project administration discussed these concerns with Englobe. Englobes senior construction manager visited the site to review the works and made the following comments:
  - The contract scope of work was for removing and replacing 40mm of asphalt, which Dexter completed as per the project specifications.
  - During the site visit to examine the transition from old to new pavement no deficiencies were identified with material placement.
  - No evidence to date of snow plowing impacting the asphalt joint, which would indicate uneven asphalt placement.
  - In response to the concerns regarding the grade exiting Salem Road on to the 114 it was noted that the project limits start at the Salem intersection and that the grades matched the existing roadway.

- The asphalt has a one (1) year warranty and will be re-examined for deterioration in both the spring and fall after a freeze-thaw cycle has been completed.
- Future works carried out through the PMHP program for resurfacing the 114 should include specification to address the road grade if warranted.

## WARD 5

- NIL

## WARD 6

- **The Proponent Response Period status is now open** for the project SR#130213 EIA File 4561-3-1634 Greensboro Subdivision Wastewater System in the TRC EIA Portal. A list of the compiled TRC comments and questions that were provided to the proponent for their response is available for viewing in the Portal as an attachment at: <https://eiatrc-eiect.gnb.ca>. Access to this link may require you to create a user account.
- Greensboro Lagoon ownership- See council report form







2.2.1.9. R.C.M.P.	1,097,838	-	0%	
2.2.4.2. Firefighting Force: Personnel	60,570	-	0%	
2.2.4.2. Firefighting Force: Other	39,030	6,331	16%	
2.2.4.3. Fire Alarm Systems	105,775	440	0%	
2.2.4.3. Water Cost (Reg. 2020-52)	13,280	-	0%	
2.2.4.3. Station & Building	54,792	4,938	9%	Electrical Upgrade to Hillsborough Fire Department
2.2.4.3. Fighting Equipment	225,000	5,659	3%	
2.2.4.4. Fire Investigation	2,000	-	0%	
2.2.4.4. Prevention	3,000	-	0%	
2.2.4.6. Training & Development: Other	15,000	184	1%	
2.2.4.9. Contractual Agreement With Other Local Government	382,249	95,562	25%	Billed Quarterly
2.2.5.9. Other EMO services	6,913	126	2%	
2.2.9.1. By-law enforcement: other	56,490	22,596	40%	MBE required Down Payment Along 1st Quarter
2.2.9.4. Animal & Pest Control: Other	18,126	2,575	14%	
2.2.9.7. Regional Public Safety Committee (RSC)	1,580	132	8%	
2.3.1.1. Administration: Personnel	255,787	12,637	5%	
2.3.1.1. Administration: Other	6,180	45	1%	
2.3.1.5. Workshops, Yards & Other Buildings: Personnel	406,165	-	0%	
2.3.1.5. General Equipment	85,000	17,258	20%	Tractor & Alma Bob Cat Required Major Repairs
2.3.1.5. Workshops, Yards & Other Buildings: Other	53,414	1,657	3%	
2.3.2.3. Summer Maintenance: Private Contract	249,202	-	0%	
2.3.2.3. Summer Maintenance: DTI: Specify lane Km's (in comments)	34,961	-	0%	
2.3.2.3. Sidewalks	6,000	-	0%	
2.3.2.3. Culverts & Drainage Ditches	89,260	-	0%	
2.3.2.3. Snow & Ice Removal: Private Contract	261,971	48,884	19%	Billed for 1/2 the Year
2.3.2.3. Snow & Ice Removal: DTI: Specify lane KMs (in comments)	85,551	-	0%	
2.3.2.4. Bridges, Viaduct, Causeway and Grade Separations: Other	5,000	-	0%	

2.3.2.5.	Power, Street Lights	78,821	6,564	8%
2.3.2.6.	Street Signs	1,500	-	0%
2.3.3.3.	Contribution to RSC or Other Org.	2,173	181	8%
2.4.3.2.	Collection: Personnel / contract	599,732	54,170	9% Payout of Old Contracts
2.4.3.3.	Disposal: Tipping Fees (RSC)	104,370	8,698	8%
2.5.1.9.	Other, Public Health Services	4,634	386	8%
2.6.1.1.	Contribution to RSC or Other Local Government	204,274	17,023	8%
2.6.2.1.	Beautification & Rehabilitation of Lands	16,714	1,633	10% Quarterly Banner/Light Removal/Installation
2.6.2.2.	Tree Removal and Planting	7,667	-	0%
2.6.2.2.	Other	5,000	-	0%
2.6.3.1.	Contribution to RSC or Other Local Government	5,320	443	8%
2.6.7.1.	Economic Development: Administration: Personnel	79,904	1,741	2%
2.6.9.1.	Tourist Bureau	24,485	747	3%
2.6.9.1.	Tourist Camps, Parks, Etc.	12,856	61	0%
2.6.9.1.	Contribution to RSC / Other Local Government	1,129	94	8%
2.7.1.1.	Administration: Other	10,000	-	0%
2.7.1.2.	Community Centres & Halls: Other	59,469	1,377	2%
2.7.1.3.	Swimming Pools, Beaches, Marinas: Personnel	16,133	-	0%
2.7.1.3.	Swimming Pools, Beaches, Marinas: Other	35,000	31	0%
2.7.1.5.	Skating Rinks & Arenas: Personnel	114,768	21,511	19% Open 1/2 year
2.7.1.5.	Skating Rinks & Arenas: Other	141,478	13,650	10% Power Costs Higher During Operation
2.7.1.8.	Parks & Playgrounds: Personnel	17,904	-	0%
2.7.1.8.	Parks & Playgrounds: Other	14,922	28	0%
2.7.2.2.	Cultural Buildings & Facilities: Other	15,594	1,392	9%
2.7.2.4.	Museums: Other	20,924	-	0%
2.7.2.5.	Libraries: Other	27,844	1,760	6%
2.7.5.1.	Contribution to RSC / Other Local Government	1,385	115	8%

2.8.1.1. Interest on Long-Term Debt				0%
2.8.1.1. Principal Installments	73,250	-		0%
2.8.1.1. Capital Leasing Arrangements	90,000	-		
2.8.1.1. Short Term Interest For Capital Projects	109,865	12,103		11% Lease Being Bought Out in Fall
2.8.1.9. Cost of Issuing & Selling New Debentures	45,499	-		0%
2.8.1.9. Banking Service Charge	2,000	-		0%
2.8.2.1. Transfer to Capital Reserve	5,500	58		1%
	3,704	-		0%
<b>Total Expenses</b>	<b>6,680,509</b>	<b>403,465</b>		
	-	4		58,529

**Gross Margin Income Statement: Alma Utility** Target %:

0

**Revenue**

Budget #	Budget Name	Budget	Actual	Percentage Notes
1.4.4.1.1	Residential (a)	170,742	34,943	25% Quarterly Billing
1.4.4.1.2	Commercial		6,691	
1.4.4.1.3	Industrial (b)			
1.4.4.1.4	Institutional			
1.4.4.1.5	Own local government		1,365	
1.4.4.1.6	Other local governments			
1.4.4.1.7	Other			
1.4.4.2.1	Residential (a)	169,287	35,490	26% Quarterly Billing
1.4.4.2.2	Commercial		6,457	
1.4.4.2.3	Industrial (b)			
1.4.4.2.4	Institutional			
1.4.4.2.5	Own local government		1,278	
1.4.4.2.6	Other local governments			
1.4.4.2.7	Other			
1.4.4.5.1	Connection Charge			
1.4.4.5.2	Service Charge			
1.4.4.9.1	Specify..			
1.4.4.9.2	Specify..			
1.5.3.2.2	Engineering Structures			
1.5.3.2.8	Other			
1.5.3.4.1	Machinery			
1.5.3.4.2	Equipment			

1.5.3.5.1	Trailer Park Rental				
1.5.3.5.9	Other				
1.5.5.1.1	Interest on Investments				
1.5.5.1.2	Interest on Loans & Advances				
1.5.5.2.1	Profit on Sale of Investment				
1.5.5.9.9	Other				
1.5.6.1.1	Surcharges				
1.5.6.2.1	Interest	3,700	1,117	30%	
1.5.7.2.0	Water Supply (Fire)				
1.5.7.9.9	Other				
1.5.9.5.1	Frontage Fees				
1.5.9.5.9	Other	100	20	20%	
1.6.1.9.9	Federal Government - Specify...				
1.6.2.9.9	Provincial Governments - Specify...				
1.6.3.0.0	Other Governments	30,000	-	0%	
1.7.9.9.9	Other Governments				
1.9.1.1.2	Surplus from previous year - Water				
1.9.1.1.3	Surplus from previous year - Wastewater				
1.9.1.1.4	Surplus from previous year - combined				
1.9.1.2.1	Operating Reserve Fund				
<b>Total Revenue</b>		<b>373,829</b>	<b>87,361</b>		
<b>Expenses</b>					
<b>Budget #</b>	<b>Budget Name</b>	<b>Budget</b>	<b>Actual</b>	<b>Percentage Notes</b>	
2.4.1.1.1	Administration and general: personnel				
2.4.1.1.9	Administration and general: other	69,185	163	0%	

2.4.1.2.1	Purification and treatment: personnel				
2.4.1.2.9	Purification and treatment: other	12,066	613	5%	
2.4.1.3.1	Source of Supply: personnel				
2.4.1.3.9	Source of Supply: other	1,022	-	0%	
2.4.1.4.1	Transmission and distribution: personnel				
2.4.1.4.9	Transmission and distribution: other	14,000	490	3%	
2.4.1.5.1	Power and pumping: personnel				
2.4.1.5.9	Power and pumping: other	7,833	674	9%	
2.4.1.6.1	Billing and collection: personnel				
2.4.1.6.9	Billing and collection: other				
2.4.1.7.1	Water purchased	8,256	-	0%	
2.4.1.9.9	Other water supply				
2.4.2.1.1	Administration and general: personnel				
2.4.2.1.9	Administration and general: other	44,156	87	0%	
2.4.2.2.1	Wastewater collection system: personnel				
2.4.2.2.9	Wastewater collection system: other	5,000	893	18%	
2.4.2.3.1	Wastewater lift station(s): personnel				
2.4.2.3.9	Wastewater lift station(s): other	42,081	317	1%	
2.4.2.4.1	Wastewater treatment and disposal: personnel				
2.4.2.4.9	Wastewater treatment and disposal: other	33,817	879	3%	
2.4.2.5.1	Storm Sewers				
2.4.2.5.9	Other				
2.4.2.6.1	Billing and collection: personnel				
2.4.2.6.9	Billing and collection: other				
2.4.2.9.9	Other	1,446	119	8%	
2.8.5.1.1	Interest on Long-Term Debt	11,784	-	0%	
2.8.5.1.2	Principal Installments	39,500	-	0%	

2.8.5.1.3	Capital Leasing Arrangements				
2.8.5.1.4	Short-term Interest on Capital Projects				
2.8.5.9.1	Debenture Discounts				
2.8.5.9.2	Cost of Issuing & Selling New Debentures				
2.8.5.9.3	Banking Service Charge				
2.8.5.9.9	Other				
2.8.6.1.1	Interest on Long-Term Debt	11,783	-	0%	
2.8.6.1.2	Principal Installments	39,500	-	0%	
2.8.6.1.3	Capital Leasing Arrangements				
2.8.6.1.4	Short-term Interest on Capital Projects	32,400	-	0%	
2.8.6.9.1	Debenture Discounts				
2.8.6.9.2	Cost of Issuing & Selling New Debentures				
2.8.6.9.3	Banking Service Charge				
2.8.6.9.9	Other				
2.8.7.2.1	Water				
2.8.7.2.2	Wastewater				
2.8.7.5.1	Water				
2.8.7.5.2	Wastewater Service				
2.8.7.5.3	Combined				
2.8.7.6.1	Capital Water		14,050		Alma Water Project
2.8.7.6.2	Operating Water				
2.8.7.6.3	Capital Wastewater System				
2.8.7.6.4	Operating Wastewater System				
2.8.9.1.1	Discounts				
2.8.9.1.2	Provision for Loss on Accounts Receivable				
2.8.9.3.0.1	Water				
2.8.9.3.0.2	Wastewater				



2.8.9.9.9 Other  
Total Expenses  
Net Income/Loss

373,829	18,286
-	69,075

**Gross Margin Income Statement: Hillsborough Utility**      **Target %:**

**8%**

**Revenue**

<b>Budget # Budget Name</b>	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>	<b>Notes</b>
1.4.4.1.1 Residential (a)	\$231,000		\$0	0%
1.4.4.1.2 Commercial				
1.4.4.1.3 Industrial (b)				
1.4.4.1.4 Institutional				
1.4.4.1.5 Own local government				
1.4.4.1.6 Other local governments				
1.4.4.1.7 Other				
1.4.4.2.1 Residential (a)	\$290,500		\$0	0%
1.4.4.2.2 Commercial				
1.4.4.2.3 Industrial (b)				
1.4.4.2.4 Institutional				
1.4.4.2.5 Own local government				
1.4.4.2.6 Other local governments				
1.4.4.2.7 Other				
1.4.4.5.1 Connection Charge	\$2,500		\$0	0%
1.4.4.5.2 Service Charge				
1.4.4.9.1 Specify...				
1.4.4.9.2 Specify...				
1.5.3.2.2 Engineering Structures				
1.5.3.2.8 Other				
1.5.3.4.1 Machinery				
1.5.3.4.2 Equipment				

1.5.3.5.1 Trailer Park Rental				
1.5.3.5.9 Other				
1.5.5.1.1 Interest on Investments				
1.5.5.1.2 Interest on Loans & Advances				
1.5.5.2.1 Profit on Sale of Investment				
1.5.5.9.9 Other				
1.5.6.1.1 Surcharges				
1.5.6.2.1 Interest	\$6,500	\$4,571	70%	
1.5.7.2.0 Water Supply (Fire)	\$8,280	\$0	0%	
1.5.7.9.9 Other				
1.5.9.5.1 Frontage Fees				
1.5.9.5.9 Other	\$200	\$60	30%	
1.6.1.9.9 Federal Government - Specify...				
1.6.2.9.9 Provincial Governments - Specify...				
1.6.3.0.0 Other Governments				
1.7.9.9.9 Other Governments				
1.9.1.1.2 Surplus from previous year - Water				
1.9.1.1.3 Surplus from previous year - Wastewater				
1.9.1.1.4 Surplus from previous year - combined	\$63,485	\$0	0%	
1.9.1.2.1 Operating Reserve Fund	\$46,000	\$0	0%	
<b>Total Revenue</b>	<b>648,465</b>	<b>4,631</b>	<b>1%</b>	
<b>Expenditures</b>				
<b>Budget # Budget Name</b>	<b>Budget</b>	<b>Actual</b>	<b>Percentage</b>	<b>Notes</b>
2.4.1.1.1 Administration and general: personnel				
2.4.1.1.9 Administration and general: other	\$79,883	\$0	0%	

2.4.1.2.1 Purification and treatment: personnel				
2.4.1.2.9 Purification and treatment: other	\$11,148	\$801	7%	
2.4.1.3.1 Source of Supply: personnel				
2.4.1.3.9 Source of Supply: other	\$206,322	\$550	0%	
2.4.1.4.1 Transmission and distribution: personnel				
2.4.1.4.9 Transmission and distribution: other	\$35,690	\$447	1%	
2.4.1.5.1 Power and pumping: personnel				
2.4.1.5.9 Power and pumping: other	\$16,161	\$11,492	71%	
2.4.1.6.1 Billing and collection: personnel				
2.4.1.6.9 Billing and collection: other				
2.4.1.7.1 Water purchased				
2.4.1.9.9 Other water supply				
2.4.2.1.1 Administration and general: personnel				
2.4.2.1.9 Administration and general: other	\$44,977	\$0	0%	
2.4.2.2.1 Wastewater collection system: personnel				
2.4.2.2.9 Wastewater collection system: other	\$10,000	\$0	0%	
2.4.2.3.1 Wastewater lift station(s): personnel				
2.4.2.3.9 Wastewater lift station(s): other	\$34,619	\$803	2%	
2.4.2.4.1 Wastewater treatment and disposal: personnel				
2.4.2.4.9 Wastewater treatment and disposal: other	\$39,336	\$2,285	6%	
2.4.2.5.1 Storm Sewers				
2.4.2.5.9 Other				
2.4.2.6.1 Billing and collection: personnel				
2.4.2.6.9 Billing and collection: other				
2.4.2.9.9 Other				
2.8.5.1.1 Interest on Long-Term Debt	\$56,711	\$0	0%	
2.8.5.1.2 Principal Installments	\$81,000	\$0	0%	

2.8.5.1.3 Capital Leasing Arrangements				
2.8.5.1.4 Short-term Interest on Capital Projects				
2.8.5.9.1 Debenture Discounts				
2.8.5.9.2 Cost of Issuing & Selling New Debentures				
2.8.5.9.3 Banking Service Charge				
2.8.5.9.9 Other				
2.8.6.1.1 Interest on Long-Term Debt				
2.8.6.1.2 Principal Installments				
2.8.6.1.3 Capital Leasing Arrangements				
2.8.6.1.4 Short-term Interest on Capital Projects				
2.8.6.9.1 Debenture Discounts				
2.8.6.9.2 Cost of Issuing & Selling New Debentures				
2.8.6.9.3 Banking Service Charge				
2.8.6.9.9 Other				
2.8.7.2.1 Water				
2.8.7.2.2 Wastewater				
2.8.7.5.1 Water				
2.8.7.5.2 Wastewater Service				
2.8.7.5.3 Combined				
2.8.7.6.1 Capital Water	\$27,118	\$0	0%	
2.8.7.6.2 Operating Water				
2.8.7.6.3 Capital Wastewater System	\$5,500	\$0	0%	
2.8.7.6.4 Operating Wastewater System				
2.8.9.1.1 Discounts				
2.8.9.1.2 Provision for Loss on Accounts Receivable				
2.8.9.3.0. Water				
2.8.9.3.0. Wastewater				

2.8.9.9.9 Other  
Total Expenses  
Net Income/Loss

\$648,465	\$16,378
0	-11,747

3%

**Gross Margin Income Statement: Riverside-Albert Utility**

**Target %:** 8%

**Revenue**

Budget #	Budget Name	Budget	Actual	Percentage	Notes
1.4.4.1.1	Residential (a)	\$89,369	21,918	25%	
1.4.4.1.2	Commercial	\$7,921	2,280	29%	
1.4.4.1.3	Industrial (b)	\$8,607	8,607	100%	Billed Annually
1.4.4.1.4	Institutional	\$59,378	11,597	20%	
1.4.4.1.5	Own local government	\$3,507	635	18%	
1.4.4.1.6	Other local governments				
1.4.4.1.7	Other				
1.4.4.2.1	Residential (a)	\$63,980	15,516	24%	
1.4.4.2.2	Commercial	\$7,150	2,070	29%	
1.4.4.2.3	Industrial (b)				
1.4.4.2.4	Institutional				
1.4.4.2.5	Own local government	\$50,405	12,601	25%	
1.4.4.2.6	Other local governments	\$520	0	0%	
1.4.4.2.7	Other				
1.4.4.5.1	Connection Charge				
1.4.4.5.2	Service Charge	\$2,000	0	0%	
1.4.4.9.1	Specify...				
1.4.4.9.2	Specify...				
1.5.3.2.2	Engineering Structures				
1.5.3.2.8	Other				

1.5.3.4.1	Machinery				
1.5.3.4.2	Equipment				
1.5.3.5.1	Trailer Park Rental				
1.5.3.5.9	Other				
1.5.5.1.1	Interest on Investments				
1.5.5.1.2	Interest on Loans & Advances				
1.5.5.2.1	Profit on Sale of Investment				
1.5.5.9.9	Other				
1.5.6.1.1	Surcharges				
1.5.6.2.1	Interest	\$3,144	1,229	39%	
1.5.7.2.0	Water Supply (Fire)	\$5,000	0	0%	
1.5.7.9.9	Other				
1.5.9.5.1	Frontage Fees				
1.5.9.5.9	Other	\$20	0	0%	
1.6.1.9.9	Federal Government - Specify...				
1.6.2.9.9	Provincial Governments - Specify...				
1.6.3.0.0	Other Governments				
1.7.9.9.9	Other Governments				
1.9.1.1.2	Surplus from previous year - Water				
1.9.1.1.3	Surplus from previous year - Wastewater				
1.9.1.1.4	Surplus from previous year - combined				
1.9.1.2.1	Operating Reserve Fund	\$12,379	0	0%	
<b>Total Revenue</b>		<b>\$313,380</b>	<b>76,454</b>	<b>24%</b>	

#### Expenses



Budget #	Budget Name	Budget	Actual	Percentage	Notes
2.4.1.1.1	Administration and general: personnel				
2.4.1.1.9	Administration and general: other	\$69,581	32	0%	
2.4.1.2.1	Purification and treatment: personnel				
2.4.1.2.9	Purification and treatment: other	\$22,351	921	4%	
2.4.1.3.1	Source of Supply: personnel				
2.4.1.3.9	Source of Supply: other	\$20,614	0	0%	
2.4.1.4.1	Transmission and distribution: personnel				
2.4.1.4.9	Transmission and distribution: other	\$14,065	1,253	9%	
2.4.1.5.1	Power and pumping: personnel				
2.4.1.5.9	Power and pumping: other	\$10,377	1,158	11%	
2.4.1.6.1	Billing and collection: personnel				
2.4.1.6.9	Billing and collection: other				
2.4.1.7.1	Water purchased				
2.4.1.9.9	Other water supply				
2.4.2.1.1	Administration and general: personnel				
2.4.2.1.9	Administration and general: other	\$41,246	32	0%	
2.4.2.2.1	Wastewater collection system: personnel				
2.4.2.2.9	Wastewater collection system: other	\$5,000	0	0%	
2.4.2.3.1	Wastewater lift station(s): personnel				
2.4.2.3.9	Wastewater lift station(s): other	\$18,801	563	3%	
2.4.2.4.1	Wastewater treatment and disposal: personnel				
2.4.2.4.9	Wastewater treatment and disposal: other	\$3,766	244	6%	
2.4.2.5.1	Storm Sewers				

2.4.2.5.9	Other				
2.4.2.6.1	Billing and collection: personnel				
2.4.2.6.9	Billing and collection: other				
2.4.2.9.9	Other				
2.8.5.1.1	Interest on Long-Term Debt	\$4,560	0	0%	
2.8.5.1.2	Principal Installments	\$9,000	0	0%	
2.8.5.1.3	Capital Leasing Arrangements				
2.8.5.1.4	Short-term Interest on Capital Projects				
2.8.5.9.1	Debtenture Discounts				
2.8.5.9.2	Cost of Issuing & Selling New Debentures				
2.8.5.9.3	Banking Service Charge				
2.8.5.9.9	Other				
2.8.6.1.1	Interest on Long-Term Debt	\$38,602	0	0%	
2.8.6.1.2	Principal Installments	\$39,617	0	0%	
2.8.6.1.3	Capital Leasing Arrangements				
2.8.6.1.4	Short-term Interest on Capital Projects	\$15,801	0	0%	
2.8.6.9.1	Debtenture Discounts				
2.8.6.9.2	Cost of Issuing & Selling New Debentures				
2.8.6.9.3	Banking Service Charge				
2.8.6.9.9	Other				
2.8.7.2.1	Water				
2.8.7.2.2	Wastewater				
2.8.7.5.1	Water				
2.8.7.5.2	Wastewater Service				
2.8.7.5.3	Combined				

2.8.7.6.1	Capital Water			
2.8.7.6.2	Operating Water			
2.8.7.6.3	Capital Wastewater System			
2.8.7.6.4	Operating Wastewater System			
2.8.9.1.1	Discounts			
2.8.9.1.2	Provision for Loss on Accounts Receivable			
2.8.9.3.0.1	Water			
2.8.9.3.0.2	Wastewater			
2.8.9.9.9	Other			
Total Expenses		\$313,381	24,088	
Net Income/Loss		-\$1	52,366	

0% Water Treatment Upgrades

19,885

## Fundy Albert - Capital Reserves

<u>Name</u>	<u>Form</u>	<u>Amount</u>	<u>Allotted</u>
<b>General</b>			
CCBF 2019-2023 - 1	GIC	141,938.27	CCBF 2019-2023
CCBF 2014-2018 - 2	GIC	15,257.27	CCBF 2014-2018
RAFD - 4	GIC	17,273.60	RAFD - Fundraised by the Department for Metal Siding
Riverside-Albert Capital - 5	GIC	13,055.14	Riverside-Albert Capital
Riverside-Albert Capital - 6	GIC	15,265.51	Riverside-Albert Capital
Riverside-Albert Capital - 7	GIC	11,667.89	Riverside-Albert Recreation Centre (Funded by RA, Hopewell & Harvey LSD)
HFD - 12	GIC	28,165.02	Majority Set to Fund Expiring Equipment
AFD - 13	GIC	22,949.28	AFD Equipment Replacement/Building Upgrades
Hillsborough - 10	GIC	198,502.00	Hillsborough 2022 Surplus
Fundy Albert - 11	GIC	172,345.00	Fundy Albert (Village Core) Capital
Fundy Albert Operating Reserve	Savings Account	123,290.26	\$70,389 Budgeted for Use in 2025
Fundy Albert Capital	Savings Account	150,320.89	
RAFD Reserve	Savings Account	8,566.03	
CCBF 2014-2018	Savings Account	292,734.12	\$87,874 Funded Lift Stations in Alma/To Be Reimbursed
CCBF 2019-2023	Savings Account	80,103.49	
Hillsborough Capital Reserve	Savings Account	355,395.04	
Riverside-Albert Capital	Savings Account	868.37	
<b>Alma Utility</b>			
Alma Utility Capital	Savings Account	14,133.69	
Alma Utility Operating Reserve	Savings Account	7,768.31	

<b>Hillsborough Utility</b>			
Hillsborough Utility Capital	Savings Account	207,666.75	
Hillsborough Utility Operating Reserve	Savings Account	47,332.76	\$46,000 Budgeted for Use in 2025
<b>Riverside-Albert Utility</b>			
Riverside-Albert Utility Capital	Savings Account	53,548.00	\$48,315.62 Needed to Cover Water Treatment Project (\$37,338.98 Previously Approved)
Riverside-Albert Utility Operating Reserve	Savings Account	12,504.42	\$12,379 Budgeted for Use in 2025