

1. **Call to Order**
2. **Adoption of Agenda**
3. **Conflict of Interest Declarations**
4. **Adoption of Minutes**
 - a. May 6, 2025 – Public Hearing Minutes
 - b. May 6, 2025 – Regular Council Meeting
 - c. May 14, 2025 – Special Council Meeting
 - d. May 20, 2025 – Committee of the Whole Meeting
5. **Consent Agenda**
6. **Public and Administrative Presentations**
 - a. Robin Pooley – Dawson Settlement 4 Corners
 - b. Phyllis Sutherland - Tourism Market Readiness in Fundy Albert
7. **Reports and Recommendations from Committee and Private Meetings**
 - a. Personnel Committee
 - b. Emergency Measures Committee – Council Report Form from Councillor Coates
 - c. Recreation Committee
 - d. ATV Access on Roads & Streets Committee
8. **Reports from Administration**
 - a. Alma Gazebo
 - b. Alma Snow Removal Contract
 - c. Riverside-Albert Water Treatment Upgrades Overrun
9. **By-Laws**
 - a. Third and Final Reading of By-Law No. 25-WAP-069-FA-01, A By-Law to Amend Ministerial Regulation 21-WAP-069-00
10. **Mayor and Council Statement and Inquiries**
11. **Notices of Motion and Resolutions**
 - a. Alma Visitor Welcome Centre - Councillor Garden
 - b. Unsightly Premises Cleanup
 - c. By-Law Officer Appointments
 - d. Auditor Appointment
12. **Closed Session**

13. Adjournment

Fundy Albert Council Public Hearing

To rezone a portion of the property bearing PID 05115621 from Rural Area (RA) to Dwelling Group for the purpose of a 48-unit mini home park.

Present:
Mayor Campbell
Councillor Elderkin
Councillor Land
Councillor Jonah
Councillor Coates
Councillor Ward-Russell
Councillor Garden

Staff Present:
Kim Beers – Director, Legislative Services/Clerk
Jillian Hutchinson – Treasurer
Ian Barrett – Director, Operations

CALL TO ORDER

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

CONFLICT OF INTEREST DECLARATIONS

None declared.

PRESENTATION FROM PLAN 360 - SOUTHEAST PLANNING REVIEW AND ADJUSTMENT COMMITTEE RECOMMENDATIONS

Presentation by Caleb Babin and Phil Robichaud, Plan 360 Planners

REVIEW OF WRITTEN SUBMISSIONS

Three letters of objection were read for the record.

COMMENTS FROM GALLERY

Mayor Campbell asked those in the gallery if anyone wishes to speak.

A resident of Justin Drive expressed concern about the proposed connection of roads and the increase in traffic resulting from the construction of 48 mini homes. Currently, there

are only five homes on Justin Drive, and this level of development was not anticipated when the property was purchased.

The planner confirmed that while Justin Drive is designated as an emergency access route, the roads will indeed be connected. The primary access to the development will be from Route 114, across from Tidewater Court.

The resident noted that vehicles will still be able to access existing homes via Justin Drive, which the planner confirmed as accurate.

Mr. Jeff Breau, who recently built a home on Justin Drive, stated that he was misled during the purchasing process. He had expected a quiet, rural setting and is disappointed that the new mini home development will be located directly behind his property.

Another long-term resident, who has lived in the area for over 20 years, raised multiple concerns:

- Potential negative impact on property values
- Possible contamination of Well water
- The effect of new septic systems and runoff, especially due to a nearby stream
- Loss of property boundary clarity, noting that a survey pin is missing and another appears to be located three feet inside his property line
- Increased traffic on Justin Drive, particularly near the community mailbox

In response, the planner advised that **Plan 360** consulted with various provincial agencies regarding the septic systems. A comprehensive water assessment will be required to ensure water quality before a development permit is issued. Final approval of septic systems rests with the Province.

QUESTIONS FROM COUNCIL

Councillor Ward-Russell inquired whether a watercourse exists on the property. The planner confirmed that a watercourse has been identified by the Province along the northern border of the property. As a result, development is restricted within 30 meters on each side of the watercourse—a total width of 60 meters—unless a *Wetland and Watercourse Alteration Permit* is obtained. The planner clarified that addressing this permit is not within the scope of the current application.

Councillor Ward-Russell then noted that the public hearing report states there is no wetland present. The planner responded that the Province identifies wetlands and watercourses separately.

Councillor Ward-Russell requested confirmation that the main entrance to the proposed development will be off Route 114, and the secondary access will be via Justin Drive. The planner confirmed this to be correct.

Councillor Ward-Russell also asked whether there are any covenants, conditions, or defined maintenance requirements for the property—specifically concerning greenery. The planner advised that no such conditions are included in the plan.

Councillor Ward-Russell asked if Plan 360 is operating under the Westmorland-Albert Rural Plan. The planner confirmed that they are.

Councillor Ward-Russell inquired whether there will be any access from Petersfield to the proposed mini home park. The planner responded that this is outside the scope of the current rezoning application.

Councillor Land pointed out that the PID (Parcel Identification Number) appears to be larger than the area shown in the report and asked whether the entire PID is being rezoned to “dwelling group.” The planner explained that only the grey-shaded area in the report is being proposed for rezoning.

Councillor Ward-Russell asked whether the applicant would need to return to Council to request rezoning for Phases 2 and 3. The planner stated that the current rezoning request covers the entire project area, as shown in grey in the report.

Councillor Jonah asked the gallery attendees who had reported being misinformed when they purchased their homes to clarify who had misled them. The residents responded that it was the property owner and the realtor.

Councillor Elderkin requested confirmation regarding the location of the new road (the main entrance), asking if it is located across from Tidewater Court. The planner confirmed that is correct. **Councillor Elderkin** also asked for the name of the new street. The planner advised that it has not yet been named.

CONCLUDE PUBLIC HEARING

Mayor Campbell concluded the Public Hearing at 6:30 pm

Mayor

Clerk

Present: Mayor Campbell
Councillor Ward-Russell
Councillor Elderkin
Councillor Land
Councillor Jonah
Councillor Coates

Staff Present: Kim Beers – Director, Legislative Services
Jillian Hutchinson – Treasurer
Ian Barrett – Director, Operations

CALL TO ORDER

Mayor Campbell called the meeting to order at 6:46 pm.

ADOPTION OF AGENDA

IT WAS MOVED by **Councillor Coates** and **SECONDED** by **Councillor Jonah** **THAT** the agenda be adopted as presented/

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

Councillor Ward-Russell declared a Conflict of interest regarding item 11d (Deputy pay while acting as Mayor)

ADOPTION OF THE MINUTES

IT WAS MOVED by **Councillor Land** **SECONDED** by **Councillor Ward-Russell** **THAT** the Minutes of the Special Council Meeting held March 3, 2025, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by **Councillor Jonah** **SECONDED** by **Councillor Elderkin** **THAT** the Minutes of the Special Council Meeting held March 5, 2025, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by **Councillor Elderkin** **SECONDED** by **Councillor Coates** **THAT** the Minutes of the Regular Council Meeting held March 11, 2025, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Land* **SECONDED** by *Councillor Elderkin* **THAT** the Minutes of the Whole Meeting held March 18, 2025 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Elderkin* **SECONDED** by *Councillor Ward-Russell* **THAT** the Minutes of the Special Council Meeting held March 21, 2025, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Jonah* **SECONDED** by *Councillor Coates* **THAT** the Minutes of the Special Council Meeting held April 8, 2025, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Ward-Russell* **SECONDED** by *Councillor Land* **THAT** the Minutes of the Special Closed Council Meeting held April 8, 2025, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Elderkin* **SECONDED** by *Councillor Coates* **THAT** the Minutes of the Whole Meeting held April 15, 2025 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Jonah* **SECONDED** by *Councillor Garden* **THAT** the Minutes of the Special Council Meeting held April 23, 2025, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Elderkin* **SECONDED** by *Councillor Land* **THAT** the Minutes of the Oath of Office Ceremony held April 30, 2025, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Elderkin* **SECONDED** by *Councillor Land* **THAT** the Minutes of the Special Council Meeting held December 14, 2023, be approved.

MOTION CARRIED (unanimously)

The Clerk advised there was an error in December 14, 2023 minutes, the previous minutes

reflected the wrong motion written regarding the Vehicle Cost Sharing. The treasurer and clerk watched the December 14th, 2023, meeting, and the correct motion was read but not reflected properly in the minutes.

CONSENT AGENDA

None

PUBIC AND ADMINISTRATIVE PRESENTATIONS

Two (2) minute presentation:

Mr. Sean McGrath – e6 and finances

Mr. McGrath expressed his concern about the lack of financial audits over the past two years and emphasizes the importance of completing them before the next budget cycle begins, likely in October. Mr. McGrath commends council for their hard work on budget deliberations but stresses that accurate financial information is essential for effective governance. Mr. McGrath also warns that continued failure to audit could undermine public trust and willingness to pay taxes, urging the council and administration to make completing audits a top priority.

Mayor Campbell thanked Mr. McGrath for his comments and stated that finances are a Council priority and are currently being addressed.

REPORTS & RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

Personnel Committee – **Councillor Elderkin** advised that the contract for the CAO job posting has been awarded and accepted. A public positing will be issued soon.

EMO Committee - **Councillor Coates** advised that the EMO meeting minutes of the July 18, 2024, and February 19, 2025 meetings were shared in the council package. **Councillor Coates** advised he attended a presentation of the final draft of the EMO plan on April 24th. **Councillor Coates** will share the final EMO plan with Council for the meeting in May.

Recreation Committee – **Councillor Jonah** advised he plans on having the first meeting next Wednesday and will be in to see Administration in the coming days for information.

ATV Access on Roads and Streets Committee – **Councillor Coates** advised he is waiting for the maps of the proposed roads. Once received a public meeting will be scheduled.

REPORTS FROM ADMINISTRATION

- a. Summer maintenance - Paving

Mr. Barrett advised that in the 2025 budget, a total of \$284,163 was allocated for summer road maintenance across the Fundy Albert Road Network, including \$249,202 for private

contracting and \$34,961 for Department of Transportation and Infrastructure (DTI) patching and pothole repairs in Hillsborough. Unit price quotes were solicited from local contractors, with detailed quotes obtained from those offering the lowest prices. Funding allocations were determined based on asset management planning and physical inspections to ensure cost-effectiveness.

The proposed spending breakdown includes:

- **Hillsborough:** \$88,461 (Patching/Potholes: \$34,961; Padding: \$53,500)
- **Riverside-Albert:** \$63,592 (Patching/Potholes: \$7,560; Padding: \$56,032)
- **Alma:** \$39,445 (Patching/Potholes: \$7,875; Padding: \$31,570)

Total estimated spend is \$226,459, leaving a remaining budget of \$57,704, which includes a 10% contingency and funds for gravel road maintenance, shoulder repairs, service cuts, and potential additional work in Alma.

Recommendation: Approve the attached quotes from Browns Paving (Riverside-Albert and Alma) and Sewells Paving (Hillsborough) as they are within budget and adhere to procurement policy.

Risk: Delay in approval may hinder timely project completion.

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

WHEREAS a budget of \$249,202.00 was approved for summer maintenance, private contract.

WHEREAS quotes have been collected within the guidelines of the procurement policy.

WHEREAS the quotes returned are within the budgeted amount for 2025. It is recommended the quotes presented for roads summer maintenance is approved.

MOTION CARRIED (unanimously)

b. E6 Proposal

Ms. Beers advised that E6 International Inc. has been engaged to support Fundy Albert through three structured streams of activity:

1. **Audit Completion:** Finalizing the 2023 and 2024 financial audits.
2. **Operational Continuity:** Maintaining essential day-to-day financial and administrative functions.
3. **Process Improvement:** Implementing new accounting software and establishing standardized processes and policies.

To ensure transparency and accountability, E6 will provide weekly updates to all of Council and submit formal monthly reports at Committee of the Whole (COW) meetings until the work is

fully completed.

Council advised that the proposal from E6 International Inc. outlines a focus on process improvement, it does not clearly state that accounting software being included as part of the deliverables. As such, the Clerk is directed to work with E6 to clarify and revise the proposal to explicitly reflect whether accounting software implementation is included, and if so, to detail the scope, responsibilities, and associated costs. The updated proposal will be brought back for Council's review and approval.

BY-LAWS

- a. First Reading of By-Law No. 25-WAP-069-FA-01, A By-Law to Amend Ministerial Regulation 21-WAP-069-00

IT WAS MOVED BY Councillor Land and Seconded by Councillor Coates

THAT Council give first reading by title only to By-Law number 25-WAP-069-FA-01, A By-Law to Amend Ministerial Regulation 21-WAP-069-00.

MOTION CARRIED (unanimously)

- b. Second reading, in its entirety of By-Law No. 25-WAP-069-FA-01, A By-Law to Amend Ministerial Regulation 21-WAP-069-00.

IT WAS MOVED BY Councillor Land and Seconded by Councillor Ward-Russell

THAT Council give second reading in its entirety to By-Law No. 25-WAP-069-FA-01, A By-Law to Amend Ministerial Regulation 21-WAP-069-00.

The Westmorland-Albert Planning Area RURAL PLAN REGULATION

The Council of the Village of Fundy Albert under the authority vested in it by Section 44 and in accordance with Section 59 of the *Community Planning Act*, SNB 2017, c.19 amends Ministerial Regulation 21-WAP-069-00, the Westmorland-Albert Planning Area Rural Plan Regulation and enacts as follows:

Ministerial Regulation 21-WAP-069-00, filed in the Westmorland County Registry Office on September 6, 2022 as number 43069906, is hereby amended as follows:

Schedule A-2, being the Westmorland-Albert Planning Area Zoning Map, is amended as shown on the map dated March 04, 2025, attached hereto as Schedule FA-1.

MOTION CARRIED (1 Nay Councillor Ward-Russell)

Councillor Ward-Russell advised that she was notified after the public hearing that some residents near the proposed rezoning site did not receive a public notice from Plan 360. The planner from Plan 360 stated that, by law, all households within 100 meters of the proposed

property must be notified. **Councillor Ward-Russell** requested that Plan 360 extend the notification **area to include** residents within 150 meters of the property in question

IT WAS MOVED by **Councillor Ward-Russell** and **SECONDED** by **Councillor Elderkin** **THAT**

WHEREAS Council received a request from White Birch Subdivisions Inc. for a rezoning of the property located on Justin Drive and bearing PID 05115621 from Rural Area Zone (RA) to the Dwelling Group Zone (DG) to permit a mini home park.

AND WHEREAS the Council wishes to consider the above-mentioned modifications;

BE IT RESOLVED THAT:

- a) A bylaw amending the rural plan bylaw be drafted;
- b) The Clerk, in name and on behalf of Council, will publish the public notifications in conformance with section 111 of the Community Planning Act;
- c) The hearing of objections to the proposed bylaw is set for June 3rd, in the Council Chambers at 6:00pm.

MOTION CARRIED (1 Nay **Councillor Land**)

MAYOR AND COUNCILLOR STATEMENTS

Councillor Coates advised that the EMO committee has been working on the EMO plan since January 2023 and will share with all of Council and the Fire Departments in the near future.

Councillor Ward-Russell advised that the minutes dated March 18th, 2025 do not reflect the reality of the current Alma water project; the minutes state that there would not be any invoices received until June. However, the Village has received invoices dated in March.

Councillor Ward-Russell advised she attended the Alma Fire Department fundraising breakfast on May 3rd along with her fellow Councillors.

Councillor Ward-Russell advised that May 4th was International Firefighters Day. A day dedicated to honoring the memory of firefighters who have lost their lives in the line of duty, as well as those who have passed before us. **Councillor Ward-Russell** extended a heartfelt thank you to our four fire departments for their unwavering commitment to protecting our communities.

Councillor Ward-Russell advised she and **Mayor Campbell** met with the executive director of the Southeast Regional Service Commission, Roland Leblanc. Roland agreed to meet with Council to give an overview of the commission and what aspects would be beneficial to Fundy Albert

Councillor Ward-Russell advised she will be attending the UMNb meeting Saturday May 10th on behalf of **Mayor Campbell**.

Councillor Ward-Russell asked for an update regarding the Greensboro Lagoon. The Director, Operations advised that Englobe who are the engineers for the Department of Local Government submitted a 90% plan early February and they are still waiting for comments.

Councillor Jonah advised he attended the well-attended Alma Fire Department breakfast.

Councillor Jonah congratulated **Mayor Campbell** and **Councillor Garden** on the recent election and is looking forward to working with them.

Councillor Land asked the Director, Operations for an update on the Riverside-Albert Water leak. The Director, Operations advised the public works team were unsuccessful with the hearing devise used to detect leaks. The team has eliminated many areas where there is no leak. The Director advised he will provide Council a report at the Committee of the Whole meeting with more information.

Councillor Jonah exited the meeting at 7:36 pm.

Councillor Land expressed his concern of the length of time it is taking to detect the leak and the fact the public works team is using Village equipment and it is not cost effective. **Councillor Land** suggested hiring someone with bigger equipment to get the job done quicker.

Councillor Land asked whether Ms. Diane Fury has been consulted and the Director, Operations advised as this progresses yes, the Dept. of Health will be consulted. The Director, Operations advised he is currently working with a \$7,000 budget for this repair and is reaching out to contractors for quotes.

Councillor Jonah returned to the meeting at 7:39 pm.

Mayor Campbell asked whether the Director, Operations has been working with the Water Operator in Charge and per the Director, Operations yes, he has.

Water Operator in Charge, Ms. Heather Cail expressed frustration over an ongoing project that has faced persistent delays due to lack of workforce, poor time management, and equipment issues. Ms. Cail advised that the workers aren't putting in full workdays, often leaving early or getting diverted to unrelated tasks like garbage collection. Ms. Cail believes the resolution is close, possibly just a couple of feet away from the needed repair, but progress is painfully slow. Equipment is breaking down, the trailer needs inspection, and overall coordination is poor. Ms. Cail is asking for focused effort from the team, suggesting that if they could get a dedicated week with the crew, the job could finally be completed.

Councillor Land asked whether the pumps for the Alma lift station are still on track. Yes, per the Director, Legislative Services.

Councillor Elderkin advised she attended the Council orientation with all Council and Administration, and it was highly informative.

Councillor Elderkin congratulated the Alma Fire Department on a successful breakfast.

Councillor Elderkin advised that June is participation month and there is a committee working very diligent to ensure there are events happening throughout all of Fundy Albert. **Councillor Elderkin** encouraged her fellow councillor to promote this in your area and more information will be released soon in Connecting Albert County.

Councillor Elderkin advised she continues to meet monthly with all three fire departments and the meetings have been well attended and much appreciated.

Councillor Elderkin advised she is hoping to receive an update at the Committee of the Whole Meeting from the public works teams to what the summer maintenance schedule will look like this season.

Councillor Garden asked for updates on the RFP for the lighting at the Alma Activity Centre. The Director, Operation advised it was awarded to Power Electric.

Councillor Garden asked for updates on the RFP for the Alma Gazebo. The Director, Operations advised he will provide the report at the Committee of the Whole Meeting.

Mayor Campbell advised he has been busy catching up and understanding what is going on. He stated he appreciates Kim's help; she's been great to work with and has helped me with forms and processes. **Mayor Campbell** thanked **Councillor Ward-Russell** for attending the meeting with the Regional Service Commission; they both gained useful insights and thanked council for their support and look forward to working with the staff, learning everyone's roles, and having a productive year.

NOTICES OF MOTION AND RESOLUTIONS

a. Bank Signatory

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Land**
THAT WHEREAS, it is necessary to appoint a bank signatory for the council's bank accounts to ensure the smooth operation of financial transactions; and

WHEREAS, Councillor Elderkin is currently serving as a bank signatory; and

WHEREAS, the council has determined that Mayor Campbell shall assume the role of the primary bank signatory;

NOW, THEREFORE, BE IT RESOLVED by the Council of Fundy Albert as follows:

1. The Council hereby removes Councillor Elderkin as a signatory for the council's bank accounts, effective immediately.

2. The Council hereby appoints Mayor Campbell as the primary signatory for the council's bank accounts, effective immediately.
3. This appointment shall remain in effect until further action is taken by the council.
4. The Council directs the Treasurer to notify the relevant financial institutions and take all necessary steps to implement this resolution.

MOTION CARRIED (unanimously)

- b. Appointment of By-Law Enforcement Officers

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

WHEREAS Council has adopted various By-Laws;

WHEREAS Council may appoint By-Law Enforcement Officers for the Local Government and determine their mandate;

BE IT RESOLVED THAT the following persons are appointed as By-Law Enforcement Officers of the Local Government in accordance with the Local Governance Act (Act) & its Regulations, the Police Act, and the Community Planning Act & its Regulations, and the Building Code Administration Act & its Regulations;

Jordan Cyr and Samuel Leblanc

BE IT ALSO RESOLVED THAT the above-mentioned appointment includes all generalities as prescribed in the Act, the Regulations of the Act, the Police Act and any other Act and Regulation of the Province of New Brunswick;

AND THAT the By-Law Enforcement Officer of the Local Government exercise their discretion according to the files given to them by the Clerk or during patrols of the Local Government;

AND THAT the above-mentioned appointment continues as long as the Officer is an employee or is retained by the Local Government.

MOTION CARRIED (unanimously)

- c. Canada Day 2025

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

BE IT RESOLVED THAT the Council of Fundy Albert hereby requests that the Recreation Committee bring forward a formal recommendation to Council regarding the planning and delivery of a Canada Day event(s) for July 1, 2025;

AND BE IT FURTHER RESOLVED THAT this recommendation includes a proposed event outline, location, budget estimate, and anticipated community partnerships or resource needs. It should be considered no later than the May 16th, 2025 deadline to order fireworks.

Councillor Land advised the funds allocated for Canada Day should be split between Hillsborough and Alma, it is too close to July 1st to make changes.

Councillor Jonah advised that the Canada Day events held in Alma and Hillsborough should remain in place and Council should be adding more events not taking away.

IT WAS MOVED by Councillor Land and SECONDED by Councillor Jonah

THAT Council approve the hosting of two Canada events, one in Alma and one in Hillsborough, and that the allocated budget of \$12,600 be used to support these celebrations.

MOTION CARRIED (unanimously)

Councillor Ward-Russell advised that last year the budget was \$20,000

2025 Proposal: The current proposed budget for 2025 is \$12,300, broken down as follows:

- Fireworks
- Entertainment
- Barbecue

Councillor Ward Russell advised a comparison between 2024 and 2025 budgets would be helpful to understand what has changed.

Councillor Jonah advised that in 2024, the band and stage cost \$2,300, which is not specifically itemized this year (the \$2,300 currently proposed is for different entertainment).

The Director, Legislative Services advise that the Hillsborough fireworks are commercial grade, requiring certified personnel to handle them, this makes them more expensive than Alma's residential-grade fireworks.

Councillor Ward-Russell asked whether the allocation of funds is fixed or flexible, it was confirmed that the specific breakdown does not need to be part of the formal motion and can be adjusted later.

Councillor Ward-Russell advised there was interest in supporting additional smaller events in other wards (e.g., Wards 5 and 6) with \$300–\$500 each for possible barbecues. The Director, Legislative Services advised yes, this can be done and to let Administration know when you wish to host an event.

Councillor Garden advised it is too close to change things now.

Mayor Campbell agreed it is too close to change now.

d. Deputy Pay while Acting Mayor

Councillor Ward-Russell exited the meeting at 7:59 pm

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

WHEREAS the Deputy Mayor was acting in the capacity of Mayor, **I MOVE** that Deputy Mayor Ward-Russell be compensated at the Mayor salary for the months of February, March, and April 2025.

MOTION CARRIED (unanimously)

Councillor Ward-Russell returned to the meeting at 8:02 pm.

CLOSED SESSION

IT WAS MOVED by **Councillor Land** and seconded by **Councillor Jonah** to move to a closed session at 8:03 pm.

MOTION CARRIED (unanimously).

Mr. Barrett exited the meeting at 8:41 pm

IT WAS MOVED by **Councillor Jonah** and seconded by **Councillor Land** to return in session at 9:04 pm.

MOTION CARRIED (unanimously).

ADJOURNMENT

Moved by **Councillor Ward-Russell** to adjourn at 9:04 pm

Mayor

Clerk

Present: Mayor Campbell
Councillor Land
Councillor Ward-Russell
Councillor Coates
Councillor Garden

Absent: Councillor Elderkin
Councillor Jonah

Staff Present: Kim Beers – Director, Legislative Services/Clerk

CALL TO ORDER

Mayor Campbell called the meeting to order at 5:00 pm.

ADOPTION OF AGENDA

IT WAS MOVED by *Councillor Coates* and **SECONDED** by *Councillor Land* THAT the agenda be adopted as presented.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None declared.

RESOLUTIONS

E6 Proposal

IT WAS MOVED BY *Councillor Garden* and **SECONDED** by *Councillor Land* THAT Fundy Albert hereby approves the agreement with E6 International Inc. and authorizes the contract be sourced from funds received from the Department of Environment and Local Government.

MOTION CARRIED (unanimously)

Recreation Committee – Appointment

IT WAS MOVED by *Councillor Ward-Russell* and **SECONDED** by *Councillor Coates* THAT Council hereby appoints Micha Fardy to the Recreation Committee, subject to the applicable requirements set forth in its Terms of Reference.

MOTION CARRIED (unanimously)

ADJOURNMENT

IT WAS MOVED by *Councillor Ward-Russell* **THAT** the meeting be adjourned at 5:02 pm

Mayor

Clerk

Present: Mayor Campbell
Councillor Elderkin
Councillor Land
Councillor Jonah
Councillor Coates
Councillor Ward-Russell
Councillor Garden

Staff Present: Kim Beers – Director, Legislative Services/Clerk
Ian Barrett – Director, Operations
Jillian Hutchinson - Treasurer

CALL TO ORDER

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

Councillor Elderkin entered the meeting at 4:31 pm

ADOPTION OF AGENDA

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Coates** **THAT** the agenda be adopted with the following amendment:

- Move item 6.4 Municipal EMO Plan to public presentations item 4.3.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None declared.

PUBLIC PRESENTATIONS

5-minute presentation

Gillian Matheson – Regarding rezoning (Justin Drive)

Ms. Matheson advised she is the proponent of the proposed mini home park at Justin Drive.

Ms. Matheson highlighted the following:

- Justin Drive will be used for emergency access only, not a secondary roadway and will not be used as a permanent second access road for the community. It will function strictly as an emergency access route. A gated system with a punch code system will be installed to allow emergency vehicles to access the site if needed, and allowing residents an option to exit safely if necessary.

- **Zoning History and Request for Reinstatement** - This land was zoned R2 up until the municipal amalgamation in 2022, at which point it was reclassified as rural, which unfortunately no longer allows for mini home developments. However, Ms. Matheson has been actively working on this project since 2016, well before the zoning change took place. Ms. Matheson's current request is simply to restore the original zoning designation (R2) that was in place prior to amalgamation.
- **Community Benefits: Affordable Housing, No Municipal Burden**
This proposed development will provide 48 affordable housing units on a 60-acre parcel. Importantly, this project will require minimal support from the municipality:
Roads: Privately maintained
Sewer & Water: Privately managed systems
Garbage collection: Privately contracted
- **Addressing Concerns About Property Values**
Ms. Matheson advised that another concern she's heard repeatedly is that mini home communities reduce nearby property values. In reality, the Canada Mortgage and Housing Corporation (CMHC) has conducted multiple studies showing this is not the case. In fact, mini homes can appreciate significantly in value. For example, in the Cross Creek Home Park, a home installed in 2006 for approximately \$60,000 is now listed at \$250,000. The stereotype of "trailer parks" is outdated, modern manufactured homes are well-built, attractive, and highly livable.
- **A Modest Path to Homeownership**
Ultimately, the goal is to create a safe, attractive, and affordable community that offers modest-income families and individuals a chance to own their own home. Ms. Matheson believes this project will be a long-term benefit not just to the future residents, but to the wider community as well.

Micha Fardy – Alma Welcome Centre

Ms. Fardy advised that in 2024, the municipality partnered with Friends of Fundy to operate the Alma Visitor Welcome Center, located in the Alma Cultural Center. As part of the agreement, the municipality contributed \$7,500 to support staffing at the center, equivalent to minimum wage for 35 hours/week. Friends of Fundy supplemented this to hire a local individual at \$20/hour for 20 weeks to manage the center.

For the 2025 season, Friends of Fundy is proposing a continuation of the partnership but notes that the matter was not included in the municipal budget discussions this year. As such, Ms. Fardy is requesting that the municipality waive four months of rent (\$2,400 total) for the visitor center as an in-kind contribution. In return, Friends of Fundy would cover staffing costs and keep the center open from June through September, with the potential to extend into the fall if budgets allow.

The organization also partners with the municipality on employee training, including tools like J-Prep (focused on local natural and cultural assets) and DRIFTSCAPE (a wayfinding and visitor guidance platform). These efforts aim to better connect tourists with regional attractions and

local businesses.

Councillor Ward-Russell acknowledged the proposal's value but noted the waived rent would need to be addressed in the budget as it constitutes revenue. Further internal discussion was recommended to assess feasibility.

Councillor Elderkin asked administration whether there was a student budgeted for the Alma Welcome Centre, per Ms. Beers no there was not.

Jim Lindsay – Municipal Emergency Measures Plan

Mr. Lindsay outlined the current status and next steps related to the regional Emergency Measures Organization (EMO) plan, developed in coordination with provincial authorities and local fire departments. The core goal is to standardize and streamline emergency preparedness and response across the region.

Mr. Lindsay highlighted the following points:

Regional EMO Plan Adoption

- A comprehensive 96-page regional emergency plan has been developed as a standard document for municipalities.
- This plan ensures mutual aid, shared resources, and legal alignment during emergencies.
- The plan was originally initiated by the fire chiefs of Riverview and Moncton and is backed by provincial EMO authorities.
- Council is required to formally adopt the plan to ensure legal coverage and access to provincial emergency resources.
- Most surrounding municipalities have already signed on.

Simplified Operational Tools and Local Customization

- The 96-page plan serves as a reference ("library copy") and will not be used actively in a crisis.
- A condensed, action-oriented version is being developed for practical use by local officials and first responders.
- Examples include Checklists for the Emergency Operations Centre (EOC); Duty Officer procedures (like a rotating contact person with a dedicated phone line)

Local Emergency Resources and Contractors

- A key challenge: no local contractors currently meet the required liability insurance standards to be called during emergencies.
- This prevents their inclusion in standing offer lists for rapid deployment.

Comfort & Warming Centers

- Draft policies are in progress for: Warming centers; Evacuation centers; Food distribution standards

Training and Exercises

- All council members are strongly encouraged to complete ICS 402 (Incident Command System) training to understand emergency command structures.
- A Comfort Center Workshop is scheduled for June 16, with lunch provided; at least two council members should attend. **Councillor Coates** is already registered.
- Provincial funding is available for training and emergency exercises.

Communications

- The Voyent Alert system is underutilized. Council and staff are encouraged to help register more residents and promote usage.
- Alerts can be sent to phones and landlines, ensuring residents without internet can still be reached.

INFORMATION ITEMS

The following reports were presented to Council as information items only:

[Development Activity Report – Plan360 \(March\)](#)

[Maritime By-Law Enforcement Services Report](#)

[Update – Assessment Freeze for 2026](#)

[Audit update](#)

COUNCIL DIRECTION REQUESTS

Alma Gazebo

Ms. Beers advised there is a total budget of \$24,514.00 which has been allocated for the replacement of the Alma Gazebo. A Request for Proposals (RFP) resulted in three submissions, and the recommendation is to approve the Hickory Dickory Decks: \$21,197 + HST, a modular, 16' x 16' gazebo similar to the existing structure, within budget, and includes a 2-year warranty. This option closely resembles the existing gazebo, offers quality and durability, and fits within the budget.

Councillor Garden asked whether the helical piles were included in the price and how soon work could start. Mr. Barrett will confirm.

Alma Snow Removal Contract

Ms. Beers advised that the snow removal contract for roads in the community of Alma, held by D S Butland, has reached its initial expiration date as of April 30, 2025.

- The original contract for road snow removal began on November 1, 2021, and expired on April 30, 2025.

- The agreement includes a clause granting D S Butland the first right of refusal to extend the contract for an additional two years.
- D S Butland also held the contract for snow removal in the Alma municipal parking lot, which also expired
- D S Butland has indicated he wishes to extend the snow removal contract for two years, including the parking lot contract under the existing terms.

It is recommended that Council approve a two-year extension of both the roads and parking lot snow removal contracts with D S Butland. This would honor the right of first refusal, maintain service continuity, and is consistent with the approved 2025 budget.

Riverside-Albert Water Treatment Plant Upgrades Cost Overrun

Ms. Hutchinson advised that The Riverside-Albert Water Treatment Plant Upgrades Project experienced a cost overrun of \$13,888.67, which could not be accommodated within the previously approved rescope of the broader Water Systems Upgrade project.

Recommendation:

- Use existing funds from the Riverside-Albert Utility Capital Account (current balance: \$18,058.05).

Councillor Elderkin asked whether the contingency fund of \$30,000 was allocated for contingency or had it been used? Also, some figures are below the estimate but not below the actual costs, which is causing confusion.

Councillor Elderkin acknowledges Ms. Hutchinson may not have all the answers at the moment and is open to getting clarification later.

Ms. Hutchinson explained that some budget items were moved from one project to another to ensure completion. Specifically:

- Certain items initially included in the original project (water treatment project) were reallocated to a "rescope" due to a lack of funds.
- Leftover funds from the water systems upgrade were used to cover these items.
- These costs are now being reported under a different project (the water systems upgrade) even though the work originally belonged to the water treatment project.
- This reallocation allowed the team to complete the necessary work, just under a different budget line.

In short, the actual expenses didn't disappear, they were just shifted to a different project using available funds to allow completion and proper reporting.

Councillor Elderkin expressed concern about a budget overage and the lack of prior awareness about it and the following points:

- The project is over budget by \$13,000, and this was not clearly communicated earlier.

- The contingency fund has been fully used, which suggests the actual overage might be more than \$13,000 when factoring in that contingency.
- The water utility account is already in a negative balance, which raises financial concerns.
- While there are funds in a GIC those were not originally intended for this project, and the questioned why they weren't used earlier if needed.
- **Councillor Elderkin** emphasized the importance of being kept informed when a project goes over budget, to ensure timely decision-making and transparency.

Councillor Ward-Russell expressed her concerns about budget overruns and a lack of timely communication regarding those issues and pointed out significant discrepancies between estimated and actual project costs and emphasize that these overruns should have been flagged earlier, the project in question is an older, ongoing one, which makes the oversight more concerning, questions when the budget overage was first recognized and communicated, indicating uncertainty about the project's financial tracking, how the municipality plans to reimburse or recover the overage, noting that a \$13,000 shortfall is significant for a Riverside-Albert residents. **Councillor Ward-Russell** requested greater financial transparency, better communication, and a clear repayment or recovery plan for the unexpected budget shortfall.

Councillor Land asked whether the project is complete? Per Ms. Hutchinson once the final report is completed, yes.

ADMINISTRATION REPORTS

Refer to the following reports:

Director, Legislative Services

Director, Operations

Mr. Barrett provided updates since he submitted his report:

1. Hillsborough Water Exploration:

The site and proposed plot have been clearly marked.

The landowner has been informed and invited to ask questions if needed.

2. Paving and Patching Projects:

Browns Paving (handling Albert and Riverside areas) expects to start work in 3-4 weeks, delayed by a recent asphalt plant breakdown.

Work should begin soon, with street patching in Hillsborough planned before June.

DTI is scheduled to begin pothole patching in Hillsborough by mid-July.

3. Bridge in Alma (by Fundy National Park):

There's a collapsing sidewalk due to a washout beneath it.

The issue has been reported to DTI for inspection and to assess potential damage to the road surface.

Ms. Heather Cail (Water operator in charge) advised that the team is still looking for the leak in Riverside-Albert and will be focusing on Water Street next.

Ms. Cail advised they now have the appropriate equipment and tools needed to address the problem effectively. The team is focused and putting effort into resolving the issue quickly.

Councillor Garden asked whether a date has been set for DTI to patch route 114, 915, 910? **Mayor Campbell** advised there is a meeting with DTI scheduled for this week.

Councillor Garden asked if there is an update regarding the lighting upgrades for the Alma Activity Centre. Mr. Barrett has not received a date from the contractor; he will follow up.

Councillor Garden asked whether the new pumps have been received for the Alma lift stations. Mr. Barrett confirmed the parts have been received. However, we are waiting for the new pumps to arrive and Mr. Barrett confirmed there will be no disruption in services when being installed.

Councillor Garden asked about the letters sent to residents regarding the Alma water project, and why letters were not sent to all residents on Chignecto Drive. Per Mr. Barrett letters were sent to specific individuals and he has been contacted by some residents who did not receive a letter. Mr. Barrett forwarded these addresses to Englobe.

Councillor Garden asked if there is an update for the public consultation for the Alma Water Project Update? **Mayor Campbell** advised we will plan a meeting shortly.

Councillor Land asked how the water levels have been in Hillsborough with the laundromat being in operation. Mr. Barrett advised the reservoir is good. There have been some spikes in usage, prompting the team to coordinate with the laundromat to review their schedule and verify that the usage aligns with their agreement.

Councillor Land asked whether the pool has been repaired. Per Mr. Barrett, yes, the repairs are done.

Councillor Land asked whether administration has reached out to inquire whether the Disaster relief funding is still available and whether the contractor is still interested. Mr. Barrett advised the last time he spoke to the contractor he was still interested. Ms. Beers advised that she contacted the funder and was advised that the funds are still available, and we have until 2028 to submit the final report. Ms. Beers is currently waiting for more information from the funder to confirm the funding amount.

Councillor Land advised the concrete barricades on Golf Club Road could use reflective signage for safety reasons.

Councillor Land asked if the administration has heard anything about the tender for Grey Brook (Route 114). Mr. Barrett advised he has not heard anything regarding a date he is

currently waiting for the plan to be finalized by DTI.

Councillor Land asked whether the water line could be tapped rather than shutting down. The water operator in charge, Ms. Cail, advised that it would be best to let the engineers bring a couple of options forward for discussion.

Treasurer

Alma Utility

Hillsborough Utility

Riverside-Albert Utility

Fundy Albert General Operating

Councillor Elderkin advised she had some questions about differences between the current and previous reports and the administration team responded promptly and noted that the answers were satisfactory and understandable.

Councillor Elderkin emphasized the importance of consistent financial reporting for informed decision-making. Noting that the formatting of financial reports has varied month to month but now recognizes that budget data appears to be integrated into the accounting system. **Councillor Elderkin** asked whether the current format, comparing budgeted versus actual amounts will be used going forward. Ms. Hutchinson confirmed this can be maintained if council is satisfied with it.

Councillor Elderkin advised there are unusually high budget percentages early in the year (e.g., 70% spent after only four months), explanatory notes should be included. Ms. Hutchinson will provide notes next month.

Councillor Garden advised that on he received an email on May 2nd from the interim CEO stating that, as of April 30th, the Alma utility bank account had a positive balance of \$53,760. However, the current financial report shows a significantly different figure: a negative balance of approximately \$300,483. Ms. Hutchinson advised that the difference is due to timing and cash flow. Although the income statement may show one picture, cash flow tells another story. A large invoice was entered into the system, which caused the reported deficit, even though temporary funds were pending to cover it. While the bank account may show available cash today, expenses are ongoing, including payments to Englobe.

Councillor Garden asked whether the discrepancy between reported figures is due to cash flow differences rather than the actual bank account balance. **Councillor Garden** asked whether, after factoring in a recent invoice from Camille Leger, the utility account is now showing a negative balance of approximately \$300,483. Ms. Hutchinson confirmed that while the utility account currently shows a deficit, this is temporary and tied to cash flow. Once the remittance from RDC is received and the invoice from Camille Leger is paid, the account is expected to show a surplus. Ms. Hutchinson emphasized that the account balance fluctuates frequently, changing even multiple times since the latest report was prepared and the negative balance showing is not reflected in the bank account.

Councillor Garden asked whether there is a status update regarding the Camille Leger invoice being split in two. Ms. Beers advised no, not yet.

Councillor Garden asked about the Fire Fighting Force showing over target, due to annual expenses such as Work Safe and McDonald's insurance that were paid in the first quarter. Ms. Hutchinson explained that some of the higher-than-expected expenses are due to large annual payments. These lump-sum payments can temporarily inflate expense figures early in the year. However, once those are accounted for, the remaining budget for those areas is minimal and typically involves smaller, routine expenses.

Councillor Garden asked about the process for service disconnections related to unpaid receivables across the three former villages. Ms. Hutchinson advised that if an account goes unpaid for more than two quarters, disconnection warnings are issued. If no payment or arrangement is made, a disconnection notice follows, and services are ultimately cut off, and clarified that accounts listed as "in collections" on the report have already reached the disconnection stage.

Councillor Garden also asked about procedures for charging additional units if a resident or business adds more units to a service. Ms. Hutchinson advised an evaluation of such situations are conducted and notice is given to the resident/business.

Councillor Ward-Russell asked what the overdraft amounts are. Ms. Hutchinson advised the Alma utility has a \$50,000 overdraft and Riverside-Albert has a \$100,000 overdraft.

Councillor Ward Russell asked about the number being reported, \$300,000 deficit in the Alma utility account. Ms. Hutchinson explained that while the figure is technically accurate, it reflects cash flow timing and outstanding liabilities and not necessarily a current overdraft.

A key issue is the Camille Leger invoice, approximately \$400,000, which has been recorded but not yet paid (under capital investment line item). This entry increases liabilities on the balance sheet but doesn't affect the bank balance until payment is made. Therefore, although the income statement shows a large deficit, the actual bank account may still hold significant funds (over \$200,000, as of the latest check).

Councillor Elderkin advised she believes the confusion is between the income statement and the actual cash flow, noting that the income statement reflects budgeted vs. actual spending but doesn't show accounts payable or cash on hand. This leads to confusion about financial health, especially when large one-time payments are involved.

Ms. Hutchinson will work with e6 to develop a cash flow statement to accompany the budget vs. actual going forward. This would help bridge the gap between financial reporting and actual fund availability.

Councillor Land asked whether utility invoices are paid out of general operating. Ms.

Hutchinson advised that that each utility has its own dedicated bank account, and funds are only moved across accounts in rare cases, only with a council resolution and a ministerial order.

MAYOR AND COUNCILLOR STATEMENTS AND INQUIRIES

Councillor Coates thanked **Councillor Ward-Russell** for arranging the meeting with the Department of Transportation and Infrastructure.

Councillor Land has nothing to report.

Councillor Jonah has nothing to report.

Councillor Elderkin reported the following:

Ongoing discussion around the need for updated firefighting equipment to ensure future community safety.

Appreciation expressed to the Kiwanis Club for hosting a well-attended and enjoyable breakfast.

Attended the Harvey Hall AGM with **Councillor Garden**; noted strong progress and looks forward to future accomplishments in 2025.

Encouraged council members and staff to participate in the ParticipACTION Community Challenge in June, urging everyone to sign up and spread awareness via social media and community platforms like Connecting Albert County and the Fundy Albert Facebook page. Noted postal code discrepancies affecting how certain communities (e.g., Lower Coverdale and Germantown) are being counted in regional challenges, efforts are underway to address this.

Concerns raised over the condition of Albert Mines Road, which is a provincial responsibility. Despite not being a municipal road, **Councillor Elderkin** believes the municipality should advocate for improvements on behalf of its residents.

Raised the issue of flower bed maintenance in Riverside-Albert, questioning current plans and available support from public works.

Fundy Tourism has been very active:

- Locator maps for 2025 were delivered to members and post offices, with distribution extending to provincial information centers.
- Non-member businesses will also receive maps to ensure visitors are well-informed.
- Held two successful educational workshops on May 14.
- First President's Breakfast to be held May 21, providing a platform for local organizations to share updates, goals, and challenges.
- Digital tourism initiative "Driftscape" is being promoted, with Fundy Tourism offering member discounts and contributing financially to the partnership.
- While digital promotion is growing, traditional paper maps are still seen as vital for visitor engagement.

Councillor Ward-Russell reported the following:

Recognized and thanked the public works staff for their continued efforts, during National Public Works Week.

Attended a special meeting on behalf of the mayor regarding the provincial freeze on property assessments.

- Positive for residents, as property taxes won't increase.
- Challenging for municipalities, as frozen assessments may limit budget flexibility, impacting staffing, infrastructure, and service planning.
- Recommended that council hold a dedicated discussion soon to identify and plan for potential financial impacts.
- Noted that UMNb is requesting a letter from the municipality outlining concerns to support ongoing negotiations with the province.

Upcoming Meeting with DTI (Department of Transportation and Infrastructure):

Scheduled for Friday at 10:00 a.m., with a focus on non-municipal roads maintained by the province.

Councillor Garden reported the following:

Recommendation to invite MLA Sherry Wilson to upcoming meetings, especially those related to the assessment freeze, to ensure provincial-level representation and support. While the decision was not made by her party, having her voice at the table was seen as valuable for advocacy.

Congratulations extended to Harvey Hall on a successful year and its continued contribution to the community. Appreciation was noted for their hospitality at the AGM.

Attended a joint meeting with the three local fire departments. The meeting included:

- Collaboration on equipment needs.
- A presentation on the team radio system, which highlighted the complexity of communication infrastructure. Support was expressed for informed decision-making moving forward.

Strong emphasis was placed on the importance of local volunteers and community groups, particularly their role in fostering collaboration and enhancing quality of life in Fundy Albert.

- Special mention was made of the Alma Garden Stewards, who have proposed a low-cost beautification plan for Ward One.
- The plan aligns with the 2025 budget and requests modest support from the public works team.
- A formal request was made for the Director of Operations to review the proposal and reach out to the group's main contact for further coordination.

Mayor Campbell reported the following:

Mayor Campbell advised he is 20 days into their term and actively working to learn, ask questions, and catch up on responsibilities.

Gratitude was expressed to Kim for her direct answers and support.

Attended a Fundy Parkway announcement (25% discount promotion) where they met and spoke with the Premier and Tourism Minister.

- Shared Fundy Albert's priorities and pushed for a meeting to collaborate on regional development.
- Expressed persistence in following up, noting no response yet but intent to keep pressing for answers.

Participated in two local breakfasts (Alma Fire Department & Kiwanis in Hillsborough) alongside fellow council members, reinforcing a message of unity and local support.

Pledged to continue asking questions and seeking improvements within municipal operations.

In honor of Public Works Week, staff appreciation initiative will be held on Friday to recognize staff contributions.

PUBLIC STATEMENTS AND INQUIRIES

Ms. Susan MacCallum asked whether the Steeves House Museum is owned by the Municipality. **Mayor Campbell** confirmed it is owned by the Village.

Mr. Lee Warnock made the following statement:

- It is more cost-effective to have the original auditor continue than to train a new one.
- Alma Water Project: Emphasizes hydro testing or air testing of underground pipes to prevent future leaks. If not originally specified in the contract, it now may incur change order costs.
- EMO Contractor Insurance: Recommends using project-specific or incident insurance policies for emergency events, particularly when working with smaller contractors lacking coverage.
- Alma Gazebo design should account for increased storm severity.
- Well Water Infrastructure in Chignecto Bay Estates: Noted that increased water extraction from new wells has previously affected private wells and recommends testing all wells in the area to understand hydrogeological impacts.
- Riverside Albert Project Overrun: Notes cost surprises on past projects and stresses the importance of a solid project delivery strategy and unit pricing to avoid inflated costs and inefficiencies.
- Hot Taps in Water Systems: Recommends considering hot tapping (connecting to a live pipeline without shutdown) as a potentially more cost-effective alternative to water shutoffs.

Ms. Judy Tait advised Council of the serious concerns about the deteriorating condition of the Albert Mines Road, supported by a petition with over 150 signatures. Key points include:

- Severe Road Damage: The road is causing vehicle damage and costly repairs for residents. Patchwork repairs have been ineffective.

- Underlying Issues: Water drainage, heaving due to freeze-thaw cycles, and salting have worsened the condition. Heavy logging trucks exacerbate the damage.
- Tourism Impact: The road serves as a critical access route to one of the province's major tourism destinations. If Route 114 fails, access would be severely disrupted.
- Petition Strategy: The petition will be sent to the MLA Sherry Wilson

Mayor Campbell advised Ms. Tait there is a meeting scheduled with DTI on Friday.

Ms. Kathy Weir raised concerns about the unsightly mess left by NB Power's tree-cutting operations beneath hydro lines. The current state of the cut trees, left half-cut and scattered in ditches, is drawing negative attention from tourists.

Mayor Campbell advised that the community has been told by NB Power that once tree cutting is completed as far as Alma, crews will return to chip and clean up all the ditches. Cleanup has reportedly begun on Mines Road. Cutting is still actively underway in Germantown and along Route 114.

CLOSED SESSION

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Coates** that Council have an in-camera session at 6:22 pm. **MOTION CARRIED** (unanimously).

- a. Local Governance Act, SNB 2017, 68(1)(h) the access to or security of buildings and other structures occupied or used by the local government or access to or security of systems of the local government, including computer or communication systems.
- b. Local Governance Act, SNB 2017, 68(1)(j) labour and employment matters, including the negotiation of collective agreements.

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Coates** to return to the regular session at 8:00 pm. **MOTION CARRIED** (unanimously)

ADJOURNMENT

IT WAS MOVED by **Councillor Coates** **THAT** the meeting be adjourned at 8:00 pm.

Mayor

Clerk

A Brief Summarizing Tourism Concerns in New Brunswick

Phyllis Sutherland

April, 2023 Update

Items of Concern

1. Relationship between Department of Tourism and Front- Line Businesses:

Strength: The Department had been providing sessions before Covid in areas across the Province during Spring and Fall with information about what the Department had done, was doing and would be doing. As well, Departmental restrictions on Tourism Businesses were presented. Ex: only Accommodations with Online Reservation systems were allowed in Guide.

Weakness: Very little, if any, consultations and research take place with Front-line Businesses. Front Line Businesses deal with Tourists daily, working to provide the needs and wants of the visitors. This interaction with tourists provides an invaluable source of information about tourists.

Conclusion: The Department serves to determine and direct businesses what to do, with little, if any, input from those Businesses.

Update, 2023: Since that time, DTHC established an Advisory Board, the first year with sector members, the second with regional members and now with representatives from the 12 Regional Service Commissions. And 1 member from TIANB?

So many times, employees from non-profit or government operations dominate Tourism Committees. And the concentration of activities lies in Marketing.

The following items need to be dealt with as well. Tourists come to NB for Nature and if something is not done right away, our "Nature will not be worth visiting."

2. Infrastructure in New Brunswick needs work. Climate Change has been affecting our roads for some time. Culverts, tidal interactions, shoulders, potholes, lack of signage and pullovers all contribute to frustrating tourists.

3. **Taxes**, especially on Campgrounds, on property and on Income,(I.E. not labelling campgrounds as “small Business” federally), make investing in Tourism Businesses undesirable. Levies are being considered without guidelines to do so fairly. Government businesses may not be taxed, resulting in private businesses not able to compete. I.E. camping, glamping, parks, motels in parks.
4. **Shoulder Season** is a common topic where improvements and creativity are needed.
5. **Staffing** is another issue. For example, seniors are a great source of staff, especially when they can work part-time and/or when their income is not capped by limiting pensions. We need desperately to raise the amount of income seniors may receive before any penalties take place limiting their income. Many seniors would enter the market if they were not penalized. **Lower minimum wage** for students would ease the strain of hiring students and raising the training costs, since students need a supervisor and training time in the hopes they will return the following season.
6. **Airbnb** properties not being regulated have affected those Business who pay fees and taxes, creating an unfair competition. It is also loss revenue for government.
7. **Government campgrounds** are definitely unfair competitors. How about switching to Government restaurants for awhile to spread the burden on private businesses?
8. **Boondocking** affects not only campgrounds but also other accommodations. Dozens of vehicles per nights in various communities add up to hundreds per week. Vehicles are hiding behind churches and community halls, on side roads, and on properties of people who take pride in providing free access at the expense of neighbouring businesses. People do not realize that this results in lost employee time, lost government revenues and disturbing deposits left behind. (In the Spring of 2022, militarized RVs from Germany came to Canada prepared to spend little if

any money. They camped on beaches and difficult to reach areas. They refused to pay entrance fees (Cape Enrage) and tried to access areas without paying). **Many countries, including Europe and New Zealand forbid "wild camping".**

9. Language training. Cooperative efforts with High School French Language programs creating "Service French" or "Tourism French" Units for ALL students would help with our Quebec Guests, of whom we have many.

10. Communications. Many tourists are travelling and working. Which means they need working internets. Accommodations need connections for reservations. Local residents need as well to work at home.

And now the most imminent concerns: Clearcutting and Climate Change

11. Clearcutting. Tourists come to New Brunswick to see its Natural Wonders and enjoy the Views, the Natural Scenery. In addition to destroying our natural carbon dioxide control, natural oxygen source, and eco systems, and homes for animals and birds, clearcutting is destroying our wilderness and our VIEWS. Clearcutting with glyphosate spraying is destroying our FALL COLOURS. Specifically, some believe clearcutting has played a role in the massive delay of the Connector road from the Fundy Trail to Fundy Park. Clearcutting is affecting Outfitters, Trails, ATVs, Snowmobilers, Hunters, Fishermen, Winter Tourism. ETC. The good news is, forests can provide income without clearcutting , to woodlot owners. Also, Tourism provides more monies than Forestry. Why are we letting Forestry rule?

12. Climate Change. **Interwoven** amongst all the former issues is the imminent concern of Climate Change. We need to **immediately** create a plan for the Department of Tourism, Heritage and Culture to deal with Climate Change. That plan must include educating and providing assistance for Tourism Businesses about dealing with Climate Change.

COUNCIL/COMMITTEE REPORT

Village of Fundy Albert

To Fundy Albert Village Council
In Public Session

From Committee Chair of EMO

Date June 3rd 2025

Subject Municipal Measures Pan

Presenters (if applicable) Click here to enter text.
James Coates

Length of presentation (if applicable)

5 Minutes

Type	Public	
	Private	<input type="checkbox"/>
	Committee of the	
	Whole	<input type="checkbox"/>

Item

Meeting

Click here to
enter a date.

For use by Office of the Village Clerk only

RATIONALE FOR PRIVATE DISCUSSION (if necessary) n/a

ISSUE – A motion to approve the Municipal Emergency Measures Plan
For Fundy Albert.

Final of the plan in May/25 with 17 Municipalities approving

**CURRENT STATUS AND BACKGROUND / SITUATION ACTUELLE ET
RENSEIGNEMENTS GÉNÉRAUX**

RECOMMENDATION / Approval

OTHER OPTIONS / AUTRES OPTIONS
Fundy Albert present a plan on its own

RISK ANALYSIS / ANALYSE DE RISQUES

Loss of Emergency Mutual Aid Agreement

CONSIDERATIONS / ENJEUX

Legal N/A

Financial..

Environmental N/A

Policy

Communication [Click here to enter text.](#)

Stakeholders [Click here to enter text.](#)

Community Sensitivities [Click here to enter text.](#)

Council Priorities

Documents, Maps, photos, or
presentations attached

Municipal Emergency Measures Plan

Interdepartmental Consultation

Intergovernmental considerations An ACT required by GNB
[Click here to enter text.](#)

Synopsis: Alma Gazebo

Date: May 30, 2025

Department: Legislative Services

DESCRIPTION

The Council Report Form (CRF), along with three quotes received, was presented at the Committee of the Whole Meeting on May 20, 2025.

Background

A total budget of \$24,514.00, sourced from the 2025 municipal budget and CCBF funds—was allocated for the replacement of the Alma Gazebo.

New Developments (as of May 30, 2025)

The Village has been approached by an individual, who wishes to remain anonymous to donate \$25,000 toward this project. With this generous contribution, it is now recommended that the Village work with *Grateful Sawyer* to develop a revised plan within the updated total budget of \$49,514.00.

Construction is targeted for completion by late August to early September 2025.

Conclusion

It is recommended that Council approve the Director of Operations to proceed with *Grateful Sawyer*, ensuring the timely and cost-effective replacement of this valued community structure.

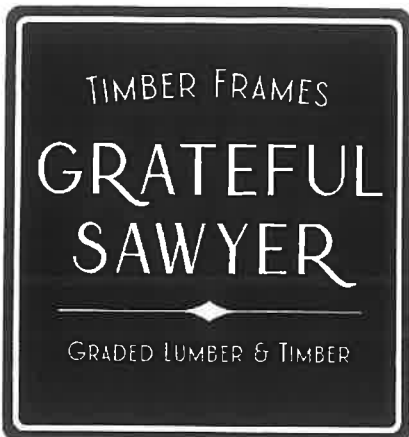
PROPOSED MOTION

WHEREAS Fundy Albert has a GIC (#0011) Reserve of \$172,345 for Capital Projects within the former Villages of Alma, Hillsborough and Riverside-Albert;

WHEREAS Fundy Albert's Canada Community Building Fund 2019-2023 Capital Investment Plan has \$4,514 earmarked for the construction of a new Gazebo;

BE IT RESOLVED that GIC (#0011) be withdrawn to the Fundy Albert Capital account, \$19,993.09 be transferred to Fundy Albert – General account, and the remaining balance and interest be reinvested into a Cashable GIC;

AND BE IT FURTHER RESOLVED that \$4,514 be withdrawn from the CCBF 2019-2023 account and be transferred to Fundy Albert – General account.



QUOTE - Alma Gazebo	
Quote #: 250424	HST#: 819666447
Date: 04/24/2025	Exp. 30-days
Prepared By: Craig Norris, BBA, Sawyer, Licenced Lumber & Timber Grader, Timber Framer, Timber Frame Guild Member	Prepared For: Ian Barrett, Director of Operations Fundy Albert
506.875.2813 craig@gratefulsawyer.com www.gratefulsawyer.com	506.734.3733 operations@fundyalbert.ca www.fundyalbert.ca

MATERIALS & RENTALS	
Drawing Package	\$ 2,300.00
Demolition & Concrete Slab	\$ 8,308.75
Timber	\$ 5,562.67
Lumber - Roof Deck	\$ 1,080.00
Hardware	\$ 2,448.35
Weather Protection System	\$ 230.00
Steel Roofing, Trinms & Fastners	\$ 1,362.30
Equipment Rentals & Float Fees	\$ 1,252.64
	\$ 22,544.71
LABOUR	
Timber Frame Fabrication & Test Fit	\$ 14,500.00
Timber Frame Weather Protection	\$ 1,250.00
Timber Frame Installation	\$ 6,000.00
Sub Total	\$ 21,750.00
Pre Tax Total	\$ 44,294.71
Discount	\$ 4,429.47
Grand Total	\$ 39,865.24
HST	\$ 5,979.79
GRAND TOTAL	\$ 45,845.02

This quote includes:

- Demolition
- Concrete Slab Foundation with Broom Finish
- Drawing Package
- Timber Frame Materials, Fabrication, Test Fit & Weather Protection
- Timber Frame Installation
- Steel Roof

This quote does not include:

- Stamped Concrete or Exposed Aggregate Finish
- Geo Tech Analysis
- Peer Review or Structural Engineering Review
- Engineering Stamps for Foundation and Structure Drawings

These items can be quoted upon request.

Project scope is described on page 2.

Thank you for this opportunity!

We Build Em' Like They Used To!

PROJECT SCOPE

This quote is for a 16'x16', single-bay, gable roof gazebo with a 9:12 pitch. The frame will be constructed from Eastern White Pine, or a mixture of Eastern White Pine, Red Pine, Spruce and Hemlock. The bay will be approximately 16 feet wide to the outside edges of the posts. The finished building will stand approximately 14 to 16 feet tall at its peak. Eave lengths can be up to 24" long. Rough-sawn, Sawyer's Lap, 2x6, 2x8, and 2x10 will be used for the roof deck.

The photo labelled "Gazebo" will inspire the design and was submitted as part of this quote. The final drawings will differ slightly from the image. Jointery and timber sizing decisions are at the discretion of Lead Timber Framer Craig Norris. Timber lengths may be shortened, lengthened, repositioned, added, eliminated, or otherwise modified. This quote does not include engineering stamps; this can be added upon request. Final drawings will be submitted to the client for review and sign-off before fabrication. The budget includes one (1) round of revisions.

Timbers will be weather-protected by long eaves and the Sho Shugi Ban charring technique. After charring, a stiff bristle brush removes loose charcoal; then the timbers are treated with Hemp oil. This method protects the timbers from mould, fungus, and rot while reducing checking. The timbers are initially a deep black, but this finish transitions to gray, silver and black over time, and the wood grain becomes highly visible. The bonus of this approach is the smoothness of the timbers- Rough sawn pieces look as though they were planed.

This quote also includes a 17x17 concrete slab foundation. The quoted figure is for a broom finish; Stamped and exposed aggregate finishes are available and can be quoted upon request.

Steel roofing is also included and is available in the following colours: Galvanized, Black, White, Dark Green, John Deere Green, Red, Tan, Dark Brown, Cocoa Brown, Charcoal Grey, and Slate Blue.



Synopsis: Alma Snow Removal Contract Extension

Date: May 29, 2025

Department: Legislative Services

DESCRIPTION

The current snow removal contract for roads between the Village of Alma and D S Butland, originally signed on November 1, 2021, has now reached its expiration date. In line with the original agreement, D S Butland holds the first right of refusal to extend the contract for an additional two years. Simultaneously, the parking lot snow removal contract, also held by D S Butland, expired on April 30, 2025. D S Butland has expressed interest in extending the roads contract for two more years, on the condition that the parking lot contract is also extended for the same period, under the existing terms.

Recommendation:

Approve a **two-year combined extension** of both the road and parking lot snow removal contracts with D S Butland, ensuring continuity of service and honoring the existing contract's terms.

PROPOSED MOTION

WHEREAS the snow removal contract for roads between the Village of Alma and **D S Butland**, dated **November 1, 2021**, has reached its expiration; and

WHEREAS under the terms of the original agreement, **D S Butland** holds the **first right of refusal** to extend the contract for an additional **two (2) years**; and

WHEREAS the separate contract for **parking lot snow removal**, also held by **D S Butland**, expired on **April 30, 2025**; and

WHEREAS **D S Butland** has expressed interest in exercising the right of refusal to extend the **roads contract**, contingent upon a **two-year extension** of the **parking lot snow removal contract** under the existing terms; and

NOW THEREFORE BE IT RESOLVED THAT Council approves a **two-year extension** of both the **road and parking lot snow removal contracts** with **D S Butland**, under the existing terms and conditions.

Synopsis: Riverside-Albert Water Treatment Plant Upgrade Cost Overrun

Date: May 27th, 2025

Department: Finance

DESCRIPTION

The Riverside-Albert Water Treatment Plant Upgrades project experienced an unanticipated cost overrun of **\$13,888.67**, which could not be accommodated within the re-scoped Riverside-Albert Water Systems Upgrade.

The Interim CAO completed the final review and identified that an invoice from an incorrect project had been mistakenly included. Additional testing was conducted to verify the accuracy of the list, confirming that this was the only error. The final total of the cost overrun was **\$9,984.90**.

PROPOSED MOTION

WHEREAS the Riverside-Albert Water Treatment Plant Upgrade project had a cost overrun of \$9,984.90;

WHEREAS the Riverside-Albert Utility Capital Account holds a balance of \$18,058.05;

BE IT RESOLVED that \$9,984.90 be transferred from Riverside-Albert Utility Capital Account to the Riverside-Albert Utility Account to cover to cost of the Riverside-Albert Water Treatment Plant Upgrade project.

BY-LAW NO. 25-WAP-069-FA-01
A BY-LAW TO AMEND MINISTERIAL REGULATION 21-WAP-069-00
THE WESTMORLAND-ALBERT PLANNING AREA RURAL PLAN REGULATION

The Council of the Village of Fundy Albert under the authority vested in it by Section 44 and in accordance with Section 59 of the *Community Planning Act*, SNB 2017, c.19 amends Ministerial Regulation 21-WAP-069-00, the Westmorland-Albert Planning Area Rural Plan Regulation and enacts as follows:

1. Ministerial Regulation 21-WAP-069-00, filed in the Westmorland County Registry Office on September 6, 2022 as number 43069906, is hereby amended as follows:
 - Schedule A-2, being the Westmorland-Albert Planning Area Zoning Map, is amended as shown on the map dated March 04, 2025, attached hereto as **Schedule FA-1**.

FIRST READING: May 6, 2025
(by title)

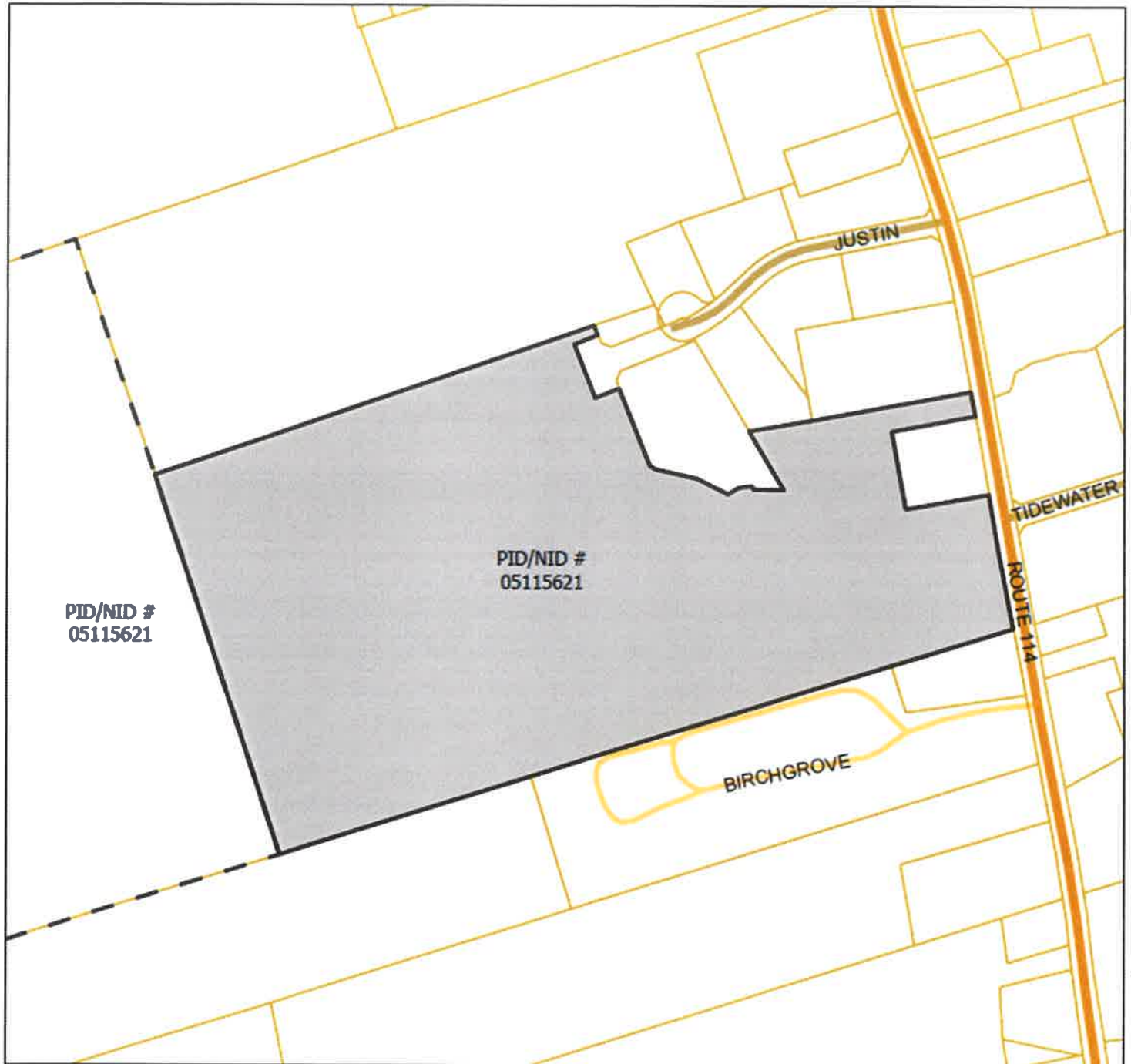
SECOND READING: May 6, 2025
READING IN ITS ENTIRETY: May 6, 2025

THIRD READING
(by title) AND PASSED:

Mayor

Clerk

Schedule/Annexe FA-1
Municipality of Fundy-Albert
ZONING MAP / CARTE DE ZONAGE
Date: 3/4/2025



Legend

-  Rezoning to DG: Rezoning from Rural Area Zone (RA) to the Dwelling Group Zone (DG) to permit a mini home park.



0 85 170 m

**RESOLUTION OF THE COUNCIL ESTABLISHED
UNDER ARTICLE 59 OF THE COMMUNITY PLANNING ACT**

CONSIDERING THAT White Birtch Subdivisions Inc. has made an application to rezone the property bearing PID 05115621 to the DG zone – Dwelling Group to allow a Mini Home Park.

AND CONSIDERING THAT the Council has approved this request subject to conditions;

IT IS RESOLVED THAT:

1. Notwithstanding any other provisions to the contrary, the lands, buildings and structures developed on the aforementioned property are subject to the following terms and conditions:
 - a) That the permitted main uses of the property be limited to:
 - i. A mini home park subject to Section 4.9.3;
 - ii. A passive recreation use;
 - iii. Institutional uses;
 - iv. Light commercial uses subject to Section 3.19; and
 - v. Recreation uses.
 - b) That the permitted secondary uses of the property be limited to:
 - i. A home-based business or home industry subject to Section 3.11.
 - c) That all on-site maintenance (e.g. garbage collection, snow removal) and infrastructure (e.g. accesses, fire hydrants) are the responsibility of the property owner(s);
 - d) That all development must follow the National Building Code fire safety setbacks;
 - e) the approval of the local fire chief must be obtained regarding access for emergency vehicles prior to the issuance of a development permit;
 - f) That future development of the property shall be done in substantial conformity to the attached site plan;
 - g) That the 30m riparian buffers from each side of the watercourse identified along the northern property line be maintained;
 - h) That a comprehensive water study be conducted and submitted to the Environmental Science and Protection Division of the Department of Environment and Local Government in order to determine if the water supply source can provide adequate water quantity and acceptable water quality for the intended purpose over the short and long term without creating any potential impacts to existing groundwater users in the area prior to the issuance of a development permit;
 - i) That it is the sole responsibility of the owner to maintain a secondary access for an emergency exit on Justin Drive in perpetuity;
 - j) A traffic impact study is to be conducted and submitted for review to the Department of Transportation and Infrastructure in respect to traffic flow onto Route 114 prior to the issuance of a development permit;
 - k) That a sight distance report is to be conducted and submitted for review to the Department of Transportation and Infrastructure prior to the issuance of a development permit;

- l) That a plan showing that all private streets within proposed mini home park respect the minimum road thickness of a 150mm base & 300mm subbase prior to the issuance of a development permit; and
- m) That a report be provided to the Regional Service Commission by a professional engineer licenced in the province of New Brunswick confirming streets meet the requirement of a minimum road thickness of a 150mm base & 300 mm subbase prior to the issuance a development permit.

Jim Campbell, Mayor

Kim Beers, Director Legislative Services/Clerk

SOLEMN DECLARATION

BY-LAW NO. 25-WAP-069-FA-01

**A BY-LAW TO AMEND MINISTERIAL REGULATION 21-WAP-069-00
THE WESTMORLAND-ALBERT PLANNING AREA RURAL PLAN REGULATION**

I, _____, of the _____, in the County of Albert and the Province of New Brunswick, Clerk, DO SOLEMNLY DECLARE;

1. THAT I am the Clerk of the Village of Fundy Albert, a Municipal Corporation, and have personal knowledge of the facts herein declared;
2. THAT the requirements of Sections 59, 110 and 111 of the *Community Planning Act* have been complied with in respect to By-law No 25-WAP-069-FA-01, A By-law to Amend Ministerial Regulation 25-WAP-069-00, which was passed by the Council of Fundy Albert on XX XX, 2025;

AND, I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Evidence Act*.

Declared before me at the _____)
Village of Fundy Albert, _____)
County of Albert and Province _____)
of New Brunswick, this ____ day _____)
of _____, A.D., 2025. _____) Clerk

Commissioner of Oaths

Notice of motion – Councillor Garden

Summary:

Referencing the presentation provided by Micha Fardy on behalf of the Friends of Fundy on May 20th, 2025 within the council of the whole public meeting; Ms. Fardy offered to provide a fully staffed visitor welcome center within the Alma Cultural building for the months of June – September. Additionally, Ms. Fardy has since reinforced that the staff would be trained and would provide visitor/tourist type information for all of Fundy Albert. As part of Ms. Fardy's presentation, she requested that council provide rental payment relief for the Friends of Fundy and specific to the Alma Cultural building (gallery section) for the months of June to September, equaling \$2400.00

Motion:

Specific to the presentation and the request for rental payment relief by Micha Fardy on behalf of the Friends of Fundy, within the council of the whole public meeting on May 20th, 2025; I so move that funds in the amount of \$2400.00 are provided to the Friends of Fundy as an abatement. Furthermore, the funds shall be allocated from the unbudgeted revenue that was received due to unexpected rental revenue.

Unightly Premises

That Council authorize by-law enforcement officers to take all necessary measures to carry out the cleanup work as prescribed in the Notice of Compliance registered on January 22, 2025 (Registration No. 45734580), concerning the property identified by PID 00622985 up to a maximum of \$1,380.00 as discussed in camera on May 20, 2025. That Council also authorize the reasonable expenses associated with bringing this property into compliance with By-law No. 2024-06, A By-Law relating to Dangerous or Unightly Premises in the Village of Fundy Albert, and the Local Governance Act. Finally, that Council authorizes municipal staff to undertake the necessary steps to recover the expenses incurred.

Appointment of By-Law Enforcement Officers

WHEREAS Council has adopted various By-Laws;

WHEREAS Council may appoint By-Law Enforcement Officers for the Local Government and determine their mandate;

BE IT RESOLVED THAT the following persons are appointed as By-Law Enforcement Officers of the Local Government in accordance with the Local Governance Act (Act) & its Regulations, the Police Act, and the Community Planning Act & its Regulations, and the Building Code Administration Act & its Regulations;

Colleen Quigg and Jacob Bolton

BE IT ALSO RESOLVED THAT the above-mentioned appointment includes all generalities as prescribed in the Act, the Regulations of the Act, the Police Act and any other Act and Regulation of the Province of New Brunswick;

AND THAT the By-Law Enforcement Officer of the Local Government exercise their discretion according to the files given to them by the Clerk or during patrols of the Local Government;

AND THAT the above-mentioned appointment continues as long as the Officer is an employee or is retained by the Local Government.

Auditor Appointment

The Fundy Albert Council appoints the auditing firm Ascend as the Municipal Auditor for the following fiscal years: 2023 and 2024.