

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

Staff Present: Linda Sabourin – CAO
Kim Beers – Director, Legislative Services/Clerk
Jillian Hutchinson - Treasurer

Deputy Mayor Ward-Russell advised that the meeting will be recorded audio only.

Deputy Mayor Ward-Russell reminded Council and Administration that if you wish to speak, please direct your comments to the Deputy Mayor, please wait for the Deputy Mayor to grant permission before speaking and if you wish to ask administration a question, please kindly direct your question to the CAO. The CAO will either answer the question directly or call upon the appropriate administration to respond.

CALL TO ORDER

Deputy Mayor Ward-Russell called the meeting to order at 5:03 pm.

ADOPTION OF AGENDA

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Jonah** **THAT** the amended agenda be adopted to include Public Statements.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None declared.

RESOLUTIONS

EMO Director Appointment

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Land** **THAT** Fundy Albert Council appoint Kim Beers as the Director of Municipal Emergency Measures Organization, pursuant to Section 9(b) of the NB Emergency Measures Act, RSNB 2011, c147.

MOTION CARRIED (unanimously)

EMO Coordinator Appointment

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Jonah* **THAT WHEREAS** the volunteer EMO Coordinator plays a pivotal role in ensuring the safety and preparedness of our community;

AND WHEREAS the role of the EMO Coordinator is critical in ensuring the safety and preparedness of our community in times of emergency;

AND WHEREAS the council wishes to acknowledge and support the ongoing efforts of the EMO Coordinator;

BE IT RESOLVED THAT the council adds the provision to the EMO Committee Terms of Reference to annually award an honorarium of \$1500 to a volunteer EMO Coordinator.

MOTION CARRIED (unanimously)

Signing Officer

IT WAS MOVED by *Councillor Elderkin* and **SECONDED** by *Councillor Coates* **THAT WHEREAS** the departure of the Chief Administrative Officer necessitates the appointment of a secondary signing authority to the Treasurer to ensure continuity in financial operations;

AND WHEREAS it is essential to maintain redundancy during any absences of the Treasurer to uphold the integrity and efficiency of our financial management processes;

BE IT RESOLVED THAT the Council of Fundy Albert hereby appoints Krista Ronalds, the Accounting Clerk, as an authorized bank signatory effective immediately.

MOTION CARRIED (unanimously)

CCRC Lease Agreement

IT WAS MOVED by *Councillor Jonah* and **SECONDED** by *Councillor Land* **THAT WHEREAS** the Chipoudy Communities Revitalization Committee (CCRC) be granted approval to proceed with the following proposed work on municipal property on PIDs 01104108 and part of 00629311:

1. Removal of alders and brush on the south and east side of the lot.
2. Placement of large rocks to control the parking area.
3. Regrading of the area behind and around the flower bed.

The CAO advised that the regrading of the area behind and around the flower bed is not owned by the municipality.

Amended motion

IT WAS MOVED by **Councillor Land** to remove regrading of the area behind and around the flower bed and **SECONDED** by **Councillor Jonah** **THAT WHEREAS** the Chipoudy Communities Revitalization Committee (CCRC) be granted approval to proceed with the following proposed work on municipal property on PIDs 01104108 and part of 00629311:

1. Removal of alders and brush on the south and east side of the lot.
2. Placement of large rocks to control the parking area.

MOTION CARRIED (unanimously)

E6 Proposal

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

Amended motion

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Jonah** **THAT** Council table this motion until more information is received.

MOTION CARRIED (unanimously)

Riverside-Albert Fire Department Purchase

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Land** **THAT WHEREAS** the Riverside-Albert Fire Department has requested approval for the purchase of high angle equipment;

WHEREAS the Riverside-Albert Fire Department has obtained a quote from Brunswick Fyr & Safety Acc Ltd. for \$15,740.25 plus HST;

WHEREAS the Riverside-Albert Fire Department has a \$40,000 budget for new Fighting Equipment;

BE IT RESOLVED THAT the Riverside-Albert Fire Department be granted spending authority of \$15,740.25 for the acquisition of new High Angle Rescue Equipment from Brunswick Fyr & Safety.

Nay – **Councillor Coates**

Aye – **Deputy Mayor Ward-Russell; Councillor Elderkin; Councillor Land; and Councillor Jonah**

MOTION CARRIED

Legion Street – Water and Sewer Hookup

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Coates* **THAT WHEREAS** it was previously resolved that Hillsborough utility pay for the installation of water and sewer services at 94 Legion Street.

WHEREAS the owner of 94 Legion Street pays the required Fee as per Hillsborough bylaw#30

WHEREAS, the Administration was instructed to solicit quotes to complete the work at 94 Legion Street.

WHEREAS, the Administration has received the following three quotes:

Christian MacLean Construction: \$15,300.00 Plus HST

Charles Smith Construction: \$16,850.00 plus HST

Jasco Construction: \$11,390.00 plus HST

BE IT RESOLVED THAT the contract for service installation at 94 Legion Street be awarded to Jasco Construction in the amount of \$11,390.00 plus HST.

MOTION CARRIED (unanimously)

RTIPPA Policy

IT WAS MOVED by *Councillor Jonah* and **SECONDED** by *Councillor Elderkin* **THAT** that the Fundy Albert Council approves the Right to Information and Protection of Privacy (RTIPPA) Policy as presented, to ensure compliance with the Right to Information Act and privacy laws.

MOTION CARRIED (unanimously)

Snowblower Attachment - No motion read

Water Street, Riverside-Albert

IT WAS MOVED by *Councillor Elderkin* and **SECONDED** by *Councillor Land* **THAT WHEREAS** the owner of 37 Water Street, Riverside-Albert, has expressed interest in purchasing PID 05015607, or a portion thereof;

AND WHEREAS a Council Report Form was presented at the February 18, 2025 Committee of the Whole meeting, with further information regarding property valuation and municipal interest presented at the March 18, 2025 Committee of the Whole meeting;

BE IT RESOLVED that Administration be directed to **not proceed** with the sale of PID 05015607, or a portion thereof, to the owner of 37 Water Street, Riverside-Albert.

MOTION CARRIED (unanimously)

Maritime By-Law Officer

IT WAS MOVED by *Councillor Elderkin* and **SECONDED** by *Councillor Land* **THAT WHEREAS** the current motion regarding the appointment of bylaw officers includes names that need to be updated;

BE IT RESOLVED THAT the existing motion be amended to reflect the following changes: The name Keith Picco be removed

BE IT FURTHER RESOLVED THAT these changes take effect immediately upon approval of this amendment.

MOTION CARRIED (unanimously)

Revision of 2019-2023 Canada Community Building Fund

IT WAS MOVED by *Councillor Jonah* and **SECONDED** by *Councillor Coates* to approve that the document entitled Fundy Albert - Five-Year Capital Investment Plan for the Canada Community-Building Fund (CCBF) 2019-2023 be adopted.

MOTION CARRIED (unanimously)

PUBLIC STATEMENTS

Mr. Warnock advised that at a March 18 Committee of the Whole (COW) meeting, the administration responded to Mr. Warnock's earlier concerns about the incomplete 2023 audit by referencing past meeting minutes. However, Mr. Warnock expressed the seriousness of the issue that had not been clearly communicated until Councillor Land raised a question during that meeting. The lack of a 2023 audit has blocked access to public funds, and administration noted that a contractor had allowed payment delays for water project invoices, potentially increasing costs due to interest.

A proposal from E6 for implementing a new finance system was discussed, with the worst-case scenario estimated at \$168,000, including software implementation costs. There's confusion over whether the \$120,000 in local government funding is a loan or a grant, and if more funding is needed. Mr. Warnock requested regular agenda updates on audit progress, spending to date, and forecasted costs.

He also expressed concern about the lack of clarity in the E6 proposal, specifically missing details on software, hardware needs, and additional expenses. He warned that current employees may be overburdened with both supporting E6 and maintaining daily operations, leading to further delays. He emphasized the need for proper planning and transparency to ensure the success of

the financial recovery effort.

CLOSED SESSION

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Jonah* that Council have an in-camera session at 5:36 pm.

MOTION CARRIED (unanimously).

Local Governance Act, SNB 2017, 68(1)(j) labour and employment matters, including the negotiation of collective agreements.

The Director, Legislative Services exited the meeting at 5:51 pm.

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Jonah* to return to regular session at 6:06 pm.

MOTION CARRIED (unanimously)

The Director, Legislative Services entered the meeting at 6:07 pm

Human Resources – CAO Recruitment

IT WAS MOVED by *Councillor Elderkin* and **SECONDED** by *Councillor Land* **THAT WHEREAS** the position of Chief Administrative Officer (CAO) has become vacant and needs to be filled as a matter of priority to ensure the continued effective operation of the municipality;

AND WHEREAS the hiring process for such a critical position requires expert assistance to ensure a fair, transparent, and efficient recruitment process;

AND WHEREAS it is necessary to appoint a professional recruitment firm to handle the search, interviews, and selection of qualified candidates for the role of Chief Administrative Officer;

THEREFORE BE IT RESOLVED that the Fundy Albert Council approve the awarding of a contract to Every Lemon Public Relations & Consulting Firm at the price of \$11,500 plus HST to commence the hiring process for the Chief Administrative Officer, with the terms and conditions of the contract as outlined in the proposal presented.

FURTHER RESOLVED that the Personnel committee or Fundy Albert Council be authorized to work with the selected recruitment firm to oversee the recruitment process.

MOTION CARRIED (unanimously)

ADJOURNMENT

IT WAS MOVED by ***Councillor Coates*** **THAT** the meeting be adjourned at 6:11 pm.

Deputy Mayor

Clerk