

1. **Call to Order**
2. **Adoption of Agenda**
3. **Conflict of Interest Declarations**
4. **Adoption of Minutes**
 - a. March 3, 2025 – Special Council Meeting
 - b. March 5, 2025 – Special Council Meeting
 - c. March 11, 2025 – Regular Council Meeting
 - d. March 18, 2025 – Committee of the Whole Meeting
 - e. March 21, 2025 – Special Council Meeting
 - f. April 8, 2025 – Special Council Meeting
 - g. April 8, 2025 – Special Closed Meeting
 - h. April 15, 2025 – Committee of the Whole Meeting
 - i. April 23, 2025 – Special Council Meeting
 - j. April 30, 2025 - Oath of Office Ceremony
 - k. December 14, 2023 – Special Council Meeting (error in approved minutes)
5. **Consent Agenda**
6. **Public and Administrative Presentations**
7. **Reports and Recommendations from Committee and Private Meetings**
 - a. Personnel Committee
 - b. Emergency Measures Committee
Meeting minutes July 18, 2024 and February 19, 2025
 - c. Recreation Committee
 - d. ATV Access on Roads & Streets Committee
8. **Reports from Administration**
 - a. Summer maintenance - Paving
 - b. E6 Proposal
9. **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
 - 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.

10. Mayor and Council Statement and Inquiries

11. Notices of Motion and Resolutions

- a. Bank Signatory
- b. Appointment of By-Law Officer
- c. Canada Day
- d. Deputy Pay while acting as Mayor

12. Closed Session

- a. Local Governance Act, SNB 2017, 68(1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract
- b. Local Governance Act, SNB 2017, 68(1)(j) labour and employment matters, including the negotiation of collective agreements.

13. Adjournment

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

Staff Present: Linda Sabourin – CAO
Kim Beers – Director, Legislative Services

Guests: Ms. Sarah Hicks, CPA, Partner, Ascend

Call to Order

Deputy Mayor Ward-Russell called the meeting to order at 9:30 am.

Adoption of Agenda

IT WAS MOVED by **Councillor Coates** and **SECONDED** by **Councillor Jonah** **THAT** the agenda be adopted.

MOTION CARRIED (unanimously)

Conflict of Interest Declarations

NONE

Closed Session

IT WAS MOVED by **Councillor Coates** and **SECONDED** by **Councillor Land** that Council have an in-camera session at 9:32 am.

MOTION CARRIED (unanimously).

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

Ms. Sarah Hicks exited the meeting at 10:22 am.

Pierre Plourde, Director, Service Municipal Engineering at Englobe and Ian Barrett, Director, Operations at Fundy Albert entered the meeting at 10:28 am.

Pierre Plourde exited the meeting at 11:03 am.

IT WAS MOVED by *Councillor Coates* and **SECONDED** by *Councillor Land* to return to the regular session at 11:09 am.

MOTION CARRIED (unanimously)

Adjournment

Moved by *Councillor Coates* that the meeting be adjourned at 11:09 am.

Deputy Mayor

Clerk

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

Staff Present: Linda Sabourin – CAO
Kim Beers – Director, Legislative Services
Ian Barrett – Director, Operations

Call to Order

Deputy Mayor Ward-Russell called the meeting to order at 4:46 pm.

Adoption of Agenda

IT WAS MOVED by **Councillor Coates** and **SECONDED** by **Councillor Elderkin** **THAT** the agenda be adopted.

MOTION CARRIED (unanimously)

Conflict of Interest Declarations

NONE

Closed Session

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Jonah** that Council have an in-camera session at 4:47 pm.

MOTION CARRIED (unanimously).

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

Mr. Barrett exited the meeting at 5:57 pm

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

Ms. Sabourin exited the meeting at 6:30 pm

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Jonah** to return to the regular session at 6:53 pm.

MOTION CARRIED (unanimously)

Adjournment

Moved by Councillor Coates that the meeting be adjourned at 6:53 pm.

Deputy Mayor

Clerk

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

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

Deputy Mayor Ward-Russell welcomed everyone and thanked former Ward 1 Councillor Mr. John Ereaux for his dedication to the community and the hard work representing all of Fundy Albert. Mr. Ereaux's leadership, thoughtfulness, decision making and commitment especially to the Alma water project has helped shape a better future for all of us. It has been a pleasure to witness his efforts in action and council wishes him the best in his future endeavors.

CALL TO ORDER

Deputy Mayor Ward-Russell called the meeting to order at 6:02 pm.

ADOPTION OF AGENDA

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

- The addition of #12 Public Statements;
- Move Closed Session to #13 and include Local Governance Act, SNB 2017, 68(1)(c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None

ADOPTION OF THE MINUTES

IT WAS MOVED by **Councillor Elderkin** **SECONDED** by **Councillor Coates** **THAT** the Minutes of the Regular Council Meeting held February 4, 2025 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by *Councillor Elderkin* **SECONDED** by *Councillor Land* **THAT** the Minutes of the Committee of the Whole Meeting held February 25, 2025 be approved.

MOTION CARRIED (unanimously)

CONSENT AGENDA

None

PUBIC AND ADMINISTRATIVE PRESENTATIONS

- a. Caleb Babin and Phil Robichaud with Plan 360 - Rezoning presentation. View the presentation [here](#).

IT WAS MOVED by *Councillor Land* **SECONDED** by *Councillor Jonah* **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 **May 6th**, in the Council Chambers at **6:00 pm**;
- d) The Clerk, in name and on behalf of Council, will request the views of the Southeast Regional Service Commission, **with an extension to April 15, 2025**, on the proposed bylaw in conformance with section 110 of the Community Planning Act; and
- e) The proposed bylaw will be available for consultation by the public at the municipal building during operating hours from the date the first notice is published.

MOTION CARRIED (unanimously)

Two (2) minute presentations:

- b. Mr. Kris Kelly from Alma Community Tourism - Community Grant Program:
 - Mr. Kelly advised he has submitted an application under the community grants program and understands Council has a temporary hold on spending however, the application he submitted is under time constraints
 - Council approved the budget and is concerned why 80% of funding has been assigned to

three Hillsborough based programs; leaving little money for the rest of Fundy Albert.

- Flawed process – Council issuing grants to Fundy Blades for more than requested. Mr. Kelly advised in the past the Council donated \$1,000 and now donating \$4,000.
- Mr. Kelly believes Council looked at only the first three applications and did not look at the other applications.
- Mr. Kelly advised he wishes to withdraw his Alma Community Tourism grant application.

Councillor Land advised Mr. Kelly that Council did look at all the submitted applications and the reason there is a hold on the grant program is due to financial uncertainty.

Councillor Jonah asked Mr. Kelly what his time commitments are. Mr. Kelly advised he wanted to partner with the Village to increase business flow through Alma in June. The proposal was for banners for the food festival taking place June 19 to June 21, 2025.

Deputy Mayor Ward Russell thanked Mr. Kelly and advised a letter should be sent to the CAO or Clerk advising his wished to withdraw the community grant application

c. Mr. Lee Warnock – Audit

- Mr. Warnock thanked **Councillor Land** and **Ms. Kathy Weir** for bringing up the issue
- Former Mayor Rochon and CAO made commitments to communications and transparency.
- In the February 25th meeting minutes, it was revealed the Village does not have the 2023 audit completed. Mr. Warnock asked why the public is just learning about this now and how did we get in this situation. Mr. Warnock advised that the audit is a critical administrative milestone and impacts the Village operations. Mr. Warnock asked why this problem was allowed to manifest into the current situation and what steps are being taken to ensure this does not happen for the 2024 audit.

Deputy Mayor Ward-Russell asked if Council or the CAO wants to respond and no, not at this time. **Deputy Mayor Russell** advised they are working on a plan and hoping the plan of action will take place and communicated in the near future and advised that the Council are trying to move forward.

Mr. Warnock advised the rumor is Alma and Fundy Albert are bankrupt.

Deputy Mayor Ward- Russell advised that rumor is false and is sorry that the rumor is out there. **Deputy Mayor Ward-Russell** hopes the CAO has an update for Council later in the meeting.

d. Mr. Kent MacDonald – President of the Albert County Trail Blazers.

- Mr. MacDonald advised the ACTB manages 1500+ members and covers Salisbury all the

way through the Fundy Albert region, which drives the tourism piece.

- Mr. MacDonald is very supportive of the ATV Access on Roads and Streets committee and is looking forward to working with the committee.

REPORTS & RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

Personnel Committee – **Councillor Elderkin** advised she participated in a Personnel meeting along with the **Deputy Mayor Ward-Russell**, the CAO, and **Councillor Land**. The following was discussed: General administration topics; job descriptions were provided for the Clerk position and administrative position. **Councillor Elderkin** advised she will send to Council for review.

EMO Committee - **Councillor Coates** advised he received the EMO committee has received an emergency mutual aid agreement which includes 17 out of 18 towns, rural areas etc.; a meeting is planned for next week to discuss. On March 20th there is an EMO presentation on wildfires and **Councillor Coates** plans on attending

REPORTS FROM ADMINISTRATION

None

BY-LAWS

The Animal Control Proposed By-Law underwent first and second reading by Council at the February 4, 2025 Regular Council meeting and now requires third reading and adoption. The Draft By-Law has been posted on the Fundy Albert Website for public viewing, as required under section 15 (3) of the Local Governance Act.

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Land** **THAT** Council proceed with third and final reading of By-Law 2025-01 - A By-Law respecting dog control services in Fundy Albert, by section as follows:

1. Title
2. Purpose
3. Definitions
4. Application
5. Operations
6. Repeal of Existing By-Laws
7. Enactment

WHEREAS the Village of Fundy Albert is **HEREBY GIVEN** its third and final reading **THAT Bylaw 2025-01** is enacted on this 11th day of March 2025.

MOTION CARRIED (unanimously)

MAYOR AND COUNCILLOR STATEMENTS

Councillor Land advised that Council asked for an update regarding the reserve bank accounts and information was received. However, additional information was asked and nothing received. The CAO advised this will be provided at the next Committee of the Whole meeting.

Councillor Land asked for an update regarding the Alma water exploration project. The Director, Operations advised he spoke with the project manager and englobe yesterday. The tree cutting was delayed however; the work has commenced. The MTI agreement has been sent to MTI for review, and updated will be provided at the Committee of the Whole Meeting.

Councillor Land asked for an update regarding the Hillsborough water exploration project. The Director, Operations advised the landowner agreement expired, and a new one is being developed with the landowner with changes.

Councillor Land asked for a financial report at the Committee of the Whole meeting – not just showing the bank balance but also cheques that have been issued.

Councillor Jonah asked if it was a good time to bring up the naming of a piece of Hillsborough property to “all terrain park”. **Deputy Mayor Ward-Russell** advised a Council Report Form will need to be completed and discussed at the Committee of the Whole meeting.

Councillor Coates advised he has nothing to report.

Councillor Elderkin advised as a Councillor she is concerned about the finances and asked when the plan is available, what can be shared with the community? **Councillor Elderkin** advised that the Council struggled at budget time due to not having the audit completed which is not a normal procedure and the importance of sharing a plan with residents when one is available. **Deputy Mayor Ward-Russell** asked the CAO to prepare a statement to be shared with the public. Per the CAO she will provide an update at the Committee of the Whole.

Deputy Mayor Ward-Russell advised there is a funding stream available through the Federal Government for upgrades to storm water, wastewater, drinking water and waste related infrastructure. **Deputy Mayor Ward-Russell** advised other municipalities have been granted funds. **Deputy Mayor Ward-Russell** asked if administration is aware and/or have we applied. Per the CAO no, she was not aware however, will look into. Per the treasurer she has been looking into this grant and will share more information with Council.

Deputy Mayor Ward-Russell asked if the Fire Departments received their budgets? per the CAO yes, they have.

Deputy Mayor Ward-Russell asked if the flags at the Riverside-Albert Recreation Centre have been picked up and moved? Per Director of Operations, yes, the flags have been picked up and moved to the Village office.

Deputy Mayor Ward-Russell asked if there is an update from Environment and Local Government for transition funding? Per CAO and Clerk, they are still waiting for a call/email back.

Deputy Mayor Ward-Russell advised she has requested a meeting with Department of Transportation regarding the Bridge closure on Midway Road.

Councillor Land advised to the residents in Alma that the water exploration project is moving forward, and there are some financial issues however, Council is working hard to ensure it happens.

NOTICES OF MOTION AND RESOLUTIONS

IT WAS MOVED by **Councillor Coates** and **SECONDED** by **Councillor Land** **THAT** Fundy Albert Council approve the Terms of Reference for the ATV Access on Roads and Streets and further establish the ATV Access on Roads and Streets Committee, as outlined in the proposal presented, with the aim of ensuring ATV routes comply with legal and safety standards, and to address the community's needs regarding ATV access and safety.

MOTION CARRIED (unanimously)

PUBLIC STATEMENTS

Ms. Susan MacCallum thanked Council for the kind words about former Ward 1 Councillor John Ereaux.

Ms. MacCallum advised that Council approved the 2025 budget, and the tax rates are set, and the budget includes an estimated \$100,000 surplus, which represents the possible surplus which has yet to be finalized due to no 2023 financial statements. Ms. MacCallum advised what happens if the estimated surplus turns out to be wrong, in a bad way. Ms. MacCallum advised she hopes Council commits in the spirit of transparency as it was done during budget deliberations as Council discusses other revenue generation options or what services and expenses will be cut.

Ms. MacCallum thanked **Councillor Elderkin** for helping the Shepody Food Bank find an alternate location while the building undergoes renovations.

Mr. Lee Warnock asked for Council to speak up for the audience and the owl, some people are soft spoken and hard to hear. Mr. Warnock thanked Council for including the council package on the website.

Mr. David Knickle thanked the Council for coming together and approving the budget and he understands there are still some challenges. Mr. Knickle appreciates the work Council did to be

fiscally responsible and glad to hear there is a plan in the background.

CLOSED SESSION

IT WAS MOVED by **Councillor Elderkin** and seconded by **Councillor Coates** to move to a closed session at 6:47 pm.

MOTION CARRIED (unanimously).

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

CAO, Ms. Sabourin exited the meeting at 7:09 pm

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 in session at 7:45 pm.

MOTION CARRIED (unanimously).

ADJOURNMENT

Moved by **Councillor Elderkin** to adjourn at 7:45 pm

Deputy Mayor

Clerk

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

Absent: Councillor Elderkin

Staff Present: Linda Sabourin – CAO
Ian Barrett – Director, Operations
Kim Beers – Director, Legislative Services/Clerk
Jillian Hutchinson - Treasurer
Heather Cail – Fundy Albert Water Operator

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

CALL TO ORDER

Deputy Mayor Ward-Russell called the meeting to order at 5:00 pm.

Deputy Mayor Ward-Russell advised that Councillor Elderkin is away for a work function and sends her regrets.

ADOPTION OF AGENDA

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Jonah* **THAT** the amended agenda be adopted with the following item:

- Item 6.9 – Terms of Reference for Recreation Committee
- Item 10.2 Local Governance Act, SNB 2017, 68(1)(j) labour and employment matters, including the negotiation of collective agreements.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None declared.

PUBLIC PRESENTATIONS

5-minute presentation

Ms. Terri Hennessey, President of Heritage Hillsborough presented. View the presentation [here](#).

2-minute presentation

Golf Club Road Culvert: Mr. James Wilson requested an update on the timeline for repairs and

asked whether a temporary fix had been considered. Mr. Barrett responded that a temporary solution would require assessment by the engineering firm and stated he hopes the permanent work will begin in June, pending completion of the 2023 audited financial statements.

2023 Audited Statements: Mr. Norman Woodworth expressed concern that the community grant program is on hold due to the delayed 2023 audit and inquired about its expected completion date.

Ms. Sabourin provided a statement in regards to the 2023 audit.

Audit Timeline: Mr. Woodworth expressed concern over the lack of a clear timeline for the completion of the 2023 audit. Ms. Sabourin noted more clarity will come once the senior accountant begins work, expected in 4–6 weeks. **Deputy Mayor Ward-Russell** added that the auditing firm, Ascend, requires 4–6 weeks to complete their work once all necessary information is provided, with an additional 4–6 weeks needed for CPA review. Ms. Hutchinson confirmed this timeline also includes validation of the 2022 audit.

Village Funding: **Councillor Jonah** acknowledged the positive news that the Village will receive funding from the Department of Environment and Local Government.

Alma Water Project: **Councillor Land** inquired about the funding source for the Alma water exploration project. Ms. Hutchinson stated that Phase 2 of the project has ministerial approval from the Capital Borrowing Board, allowing work to proceed. However, the Golf Club Road project only has conditional acceptance and cannot start yet.

Contractor Billing: Ms. Sabourin informed Council that invoices for the Alma project will begin arriving in June. The contractor has agreed to defer payment on larger bills.

\$120,000 Funding Allocation: **Deputy Mayor Ward-Russell** asked if there is a budget for the \$120,000 the Village will receive. Ms. Sabourin confirmed the funds will be used for a one-year agreement with E6, CPA support, software upgrades, and training. A detailed breakdown will be provided to Council.

INFORMATION ITEMS

The following was presented to Council as an information item only:

Ms. Beers advised a thank you letter was received from CCRC for the \$500.00 donation.

COUNCIL DIRECTION REQUESTS

37 Water Street – Mr. Barrett provided an update to Council regarding 37 Water Street in Riverside Albert. It was previously mentioned that the PID was deemed a brownfield site and upon further investigation has identified that the PID is not a brownfield site and has no

environmental flags on the PID file.

Mr. Barrett reached out to three realtors who assessed the property value of PID 5015607: One required a fee and was not pursued. The remaining two provided estimates of \$15,000–\$20,000 and \$17,000. Based on these valuations, the estimated land value is \$3,000–\$5,000 per acre. The recommendation is to sub-divide and sell a portion of PID 5015607 to provide a one-off payment followed by an ongoing revenue source. If council approves the sale, or parts thereof PID 00629618, the Administration has the following recommendations: 1. Ensure the sale of the lot is carried out as per Fundy-Albert Policies to ensure full transparency. 2. If the sale is to proceed, sever the lot; this will ensure Fundy Albert maintains access to the existing trail and retains the potential to develop a parking lot for the village and the Shepody trail in the future. 3. Desk top valuation has been conducted returning a value of \$15-20K for entire PID, revaluation would have to be conducted on severance. 4. Purchaser is to be responsible for all costs related to valuation, severance and sale.

Ms. Cail added that the piece of property is a non-serviceable lot (no sanitary). Also, one of the right of ways has a force main that crosses and that is an important piece of infrastructure that should not be damaged. Also, one section has excellent sand and gravel. Ms. Cail advised that the home had issues in the past with the sewer line freezing. Ms. Cail advised that the property does need a proper septic system in place and if Council decides to sell there should be a condition that the seller installs a proper septic system. There are a number of homes on Water Street who are not connected to Village septic that are causing issues for residents in the area, further up on Water Street.

Deputy Mayor Ward-Russell wishes to keep the land for future development.

Councillor Land wishes to keep the land.

Alma Water Project Indigenous Monitor Agreement – Mr. Barrett advised Council that as part of the approval criteria for the Alma Water Project, Fundy Albert is required to have an Indigenous monitor on-site whenever ground-disturbing activities take place. To meet this requirement, Englobe has been collaborating with MTI (Mi'gmawe'l Tplu'taqnn Inc.) to draft an agreement that outlines the responsibilities of both Fundy Albert and the Indigenous monitor. This agreement adheres to provincial and federal guidelines, with proposed fees set at government standard rates.

The draft agreement is currently under review by MTI and will be returned to Fundy Albert for final approval. The agreement must be finalized before any excavation or ground-disturbing work can begin.

Council is requested to review the draft agreement and provide any suggested amendments. Once finalized, the agreement will be brought back for signature. Finalizing this agreement will ensure that the Alma Water Project can proceed without delays and in full compliance with regulatory requirements.

Failure to comply with the Indigenous monitor requirement could result in the withdrawal of

project approval and funding, causing significant delays, financial setbacks, and potential regulatory non-compliance. Ensuring the agreement is finalized before any ground-disturbing work begins is essential to keep the Alma Water Project on track and avoid costly setbacks.

Deputy Mayor Ward-Russell asked why there was a calculation error? Per Mr. Barrett it was due to a reduction of hours.

Bobcat Snowblower Attachment: Mr. Barrett advised that the snowblower attachment for the Bobcat Toolcat 5600, used to clear sidewalks in Hillsborough, requires major repairs or replacement. The snowblower has been in service for 10 seasons, surpassing its expected lifespan of 8-12 years, and now faces significant wear. The repair costs are estimated at \$7,553, which is nearly 50% of the cost of a new snowblower priced at \$15,185.52, which includes a 24-month warranty.

Given the repair costs and the risk of further issues, replacement is considered the more cost-effective option. Replacing the snowblower also allows for better asset management, as it would help maintain a consistent 5-6-year replacement cycle between the two snowblowers in Hillsborough and Alma. Financially, the 2025 Budget allocated funds for repairs, but those funds have already been exhausted. However, there are unassigned capital funds of \$172,000 that could be used to purchase the new snowblower.

The recommendation is for the council to decide whether to reallocate funds for the repair (\$7,553) or approve the purchase of the replacement snowblower (\$15,185).

Quote Policy Concern: **Councillor Coates** questioned why three quotes were not obtained as required by policy. Mr. Barrett explained that the Bobcat snowblower attachment is a specialized piece of equipment. While alternatives exist, modifications would still be needed to fit the existing Bobcat.

Timing of Purchase: **Councillor Land** expressed preference for purchasing a new attachment but recommended delaying until the 2023 audit is complete, noting there's still ample time. **Deputy Mayor Ward-Russell** supported waiting as well.

Capital Budget Clarification: **Deputy Mayor Ward-Russell** asked if the \$172,000 capital budget is a shared line. Ms. Hutchinson confirmed it is funded by the three former villages.

Tariff Concerns: **Councillor Jonah** supported purchasing a new blower but raised concerns about potential tariff impacts if the purchase is delayed.

Ford F350 Replacement - Mr. Barrett advised that the Ford F-350 dump truck, currently serving as Fundy Albert's garbage truck, requires repairs estimated at up to \$7,000. However, the vehicle has already reached 90% of its expected lifespan, and given the municipality's shift away from garbage collection, the truck no longer aligns with operational needs.

While repairs would cost \$7,000, replacing the truck would cost \$35,000 upfront, with significant long-term savings of 30% over five years due to lower fuel and maintenance costs. The replacement vehicle would be better suited to the municipality's current needs, offering a more cost-effective solution in the long run. Additionally, there are unassigned capital funds in the 2025 Budget that could be used for the purchase.

The recommendation is for the council to either approve reallocating funds for repairs or use the capital funds and trade-in value of the current truck to purchase a smaller, more efficient vehicle. Other options, such as purchasing a cargo van or hybrid/electric vehicle, are also discussed, though they may not be as versatile or cost-effective in the long term.

Truck Sale Proposal: **Councillor Land** supported selling the worn-out truck through a tendering process.

New Vehicle Budget: **Deputy Mayor Ward-Russell** inquired about budget allocations for a new truck. Mr. Barrett confirmed a down payment was budgeted for an F550, and while the F550 is still functional, the F350 requires repairs, making it more practical to replace the F350.

Administrative Concerns: Ms. Sabourin emphasized that staff dedicate significant time to preparing budget reports, and if Council doesn't plan to spend allocated funds, resources could be better directed elsewhere. She reminded Council that the CAO has authority to approve budgeted expenses up to \$30,000 but is refraining from doing so due to her pending departure.

Budget Clarification: **Deputy Mayor Ward-Russell** clarified that neither the F350 replacement nor the Bobcat snowblower were specifically budgeted. Ms. Sabourin apologized for the oversight.

Procurement Process: **Councillor Coates** reiterated that Council previously decided three quotes are required unless the item is a specific, sole-source unit. He noted that two financial requests discussed this evening lacked the required quotes. Mr. Barrett assured that if purchasing is approved, multiple quotes will be obtained.

Vehicle Use: Mr. Barrett explained the new vehicle would primarily be used to transport staff around the Village for tasks like cleaning and emptying garbage bins.

Staffing and Vehicle Access: **Councillor Land** suggested hiring a staff member based in the Riverside-Albert/Alma area year-round and proposed parking the vehicle in a resident's driveway to avoid overnight parking issues. Mr. Barrett confirmed one employee will begin reporting to Riverside-Albert this summer.

Utility Truck Recommendation: Ms. Cail expressed interest in purchasing a utility truck equipped with necessary tools and features for efficient operations.

Southeast Planning Review and Adjustment Committee Member - Ms. Sabourin advised Council that Plan 360 is currently looking for a member to join from Fundy Albert to sit on the Southeast Planning Review and Adjustment Committee. There is an immediate opening now and preferably this would be a council recommendation.

Right to Information and Protection of Privacy Policy - Ms. Beers advised the proposed RTIPPA policy for Fundy Albert aims to ensure a balance between transparency and privacy protection in the municipality. It establishes procedures for individuals to request access to municipal records, defines key terms, and outlines both mandatory and discretionary exemptions under the Right to Information and Protection of Privacy Act (RTIPPA).

It is recommended that the Fundy Albert Council approve the RTIPPA policy at the upcoming Council meeting on April 1, 2025. This approval will ensure that the municipality handles information in compliance with the Act, respecting both public access to records and personal privacy.

The RTIPPA policy is legally required to ensure compliance with privacy and information access laws. It also supports Fundy Albert's commitment to transparency, accountability, and privacy protection, aligning with broader strategic goals.

Municipal Policy Reference: ***Deputy Mayor Ward-Russell*** inquired if the information gathered was sourced from other municipalities. Ms. Beers confirmed that she referenced policies from other municipalities and the Right to Information and Protection of Privacy Act.

Legal Review: ***Deputy Mayor Ward-Russell*** asked if legal review was necessary. Ms. Beers responded that a legal review is not needed, as the policies are in compliance with the Act.

CCRC - Ms. Sabourin advised that the Chipoudy Communities Revitalization Committee (CCRC) has requested permission from the municipal council to begin work on properties leased from Fundy Albert (PIDs 06852934, 01104108, and part of 00629311) to improve the corner of Routes 114 and 915. This work is in line with the terms of the Memorandum of Understanding, which prohibits construction or alterations without the municipality's approval. The proposed activities include the removal of alders and brush, placement of large rocks to control parking, and regrading the area around the flower bed.

The recommendation is for the council to approve the CCRC's request, provided they consult with the Director of Operations to ensure that any regrading does not affect drainage or runoff from the road. CCRC is working with Plan360 to secure the necessary permits for the work.

Ms. Cail advised there is a water line on that property.

Riverside-Albert Fire Department – Capital Purchase – High Angle Rescue Equipment – Ms. Hutchinson advised Council that in recent years, the Riverside-Albert Fire Department has responded to several calls that required High Angle Rescue Equipment, but due to the lack of

immediate access to the necessary tools, they have had to borrow the equipment when needed. This has led to delays and potential risks during rescue operations. To improve response times and ensure the safety of both rescuers and individuals in distress, the department is seeking to purchase its own High Angle Rescue Equipment. Additionally, they plan to train their staff to use the equipment effectively.

During the 2025 Budget deliberations, Chief Osmond requested an allocation of \$15,000 for the purchase of this equipment, which was approved by Council as part of the General Operating Budget on January 2, 2025.

It is recommended that Council approve the capital purchase of High Angle Rescue Equipment for the Riverside-Albert Fire Department, with a budget not exceeding the approved amount of \$15,000.

Quote Timing: **Councillor Land** pointed out that the quote received was from the previous year. Ms. Hutchinson acknowledged this, explaining that they couldn't obtain an updated quote in time for the meeting. She assured Council that if they decide to proceed, she will secure an updated quote and seek additional quotes.

Support for Purchase: **Councillors Jonah and Coates** both expressed their support for the purchase.

Report Ownership: **Deputy Mayor Ward-Russell** questioned if this report should come from the CAO. The CAO clarified that the Fire Chiefs will check in with the Treasurer every three months regarding this matter.

Terms of Reference Recreation Committee -**Councillor Jonah** provided the proposed terms of reference for the Recreation Committee.

Deputy Mayor Ward-Russell asked whether there is a minimum or maximum number of members that should be included? **Councillor Jonah** advised 10 members.

Ms. Sabourin reminded Council the intent of the Recreation Committee was to provide insurance, and the insurance policy requires a motion for every member of that committee, and it may be worth including those details in the terms of reference. **Councillor Jonah** will send the terms of reference to Ms. Sabourin for review.

ADMINISTRATION REPORTS

Councillor Jonah exited the meeting at 7:10 pm and returned at 7:12 pm.

Councillor Coates exited the meeting at 7:13 pm and returned at 7:15 pm.

Refer to the [Administrative Report](#)

By-Law Enforcement Ride Along: **Deputy Mayor Ward-Russell** informed Council about an email

invitation for a ride along with By-Law enforcement services.

Hillsborough General Capital Account: **Councillor Land** inquired if the Hillsborough General Capital account is exclusively for Hillsborough. Ms. Hutchinson explained that she is waiting for validation of the 2022 Hillsborough audit, as some numbers may need adjustment.

Discrepancy in Bank Account Reports: **Councillor Land** raised concerns about discrepancies between the bank account information in the current and previous reports. He requested clarification regarding the Hillsborough reserve accounts, including balances for the Gas Tax fund, Hillsborough General Capital Fund, and Hillsborough Utility Capital Fund. Ms. Hutchinson explained that some funds were transferred out for CCBF projects and that a refund is expected. She also clarified that reserve funds stay with the respective former Villages and will provide a detailed list of expenditures.

Interfund Assistance: Ms. Hutchinson is waiting for assistance with interfund transfers and confirmed the GICs were taken care of as per the December 23rd meeting.

Bank Account Report Clarification: **Deputy Mayor Ward-Russell** requested clarification on differences between the two bank account reports. Ms. Hutchinson explained that one of the line items, the 2024 transfer, had not been processed yet, and she is awaiting further information from the bank. She is also working on a report for Council explaining the situation.

Audit Timeline and Questions: **Deputy Mayor Ward-Russell** asked about the timeline for the 2023 audit. The CAO stated that more information would be available once the accountant begins working on the file. Additionally, questions from a resident about bank account availability and cheques were addressed, confirming that the information is up-to-date as of March 13th.

CCFB and Broadband Connectivity: **Deputy Mayor Ward-Russell** inquired if the CCFB funding could be used for broadband connectivity, to which the treasurer confirmed that the funding is for internet upgrades at a facility. Further investigation into the possibility is suggested.

CHIF (Housing Infrastructure Fund): The Deputy Mayor asked if CHIF only applies to the entire Village. Mr. Barrett suggested that the funds focus on increasing capacity but might be used in local service districts as well.

Water Updates: Ms. Cail reported progress on the temporary water line installation at the Riverside-Albert Recreation Centre, with a boil order notice to be issued for users. She expressed disappointment that there are no remaining funds for water repairs in Riverside-Albert, having relied on favors for ongoing leak detection. She also mentioned that water users in Alma may experience a change in water taste due to an increase in chlorine residuals.

Repair Budget for Riverside-Albert: **Deputy Mayor Ward-Russell** asked how much money is needed for repairs in Riverside-Albert. Ms. Cail stated the budget allows for up to \$7,000 in repairs.

MAYOR AND COUNCILLOR STATEMENTS AND INQUIRIES

Councillor Jonah provided a council report form advising the Hillbilly Run organizing committee requested the installation of a sign; they are willing to pay for and install at the Hillsborough Quarry by the pumphouse yard. The sign would read:
Hillsborough All-Terrain Park
Enter at your own risk
No camping

Ms. Cail expressed concerns about keeping people from the reservoir.
Ms. Sabourin will reach out to insurance company.

Councillor Land has nothing to report.

Councillor Coates attended an EMO meeting March 18 and advised the EMO presentation will be hopefully presented to Council in June. **Councillor Coates** advised a list of equipment from Fire Departments and the Public Works Department is needed in case of an emergency.
Mr. Barrett advised that the asset management plan will help with compiling the list.

Deputy Mayor Ward-Russell advised she met with Mr. Roland Leblance, CEO of SERSC. Mr. Leblanc has agreed to work with the municipality to help move forward in the search of accounting help

Deputy Mayor Ward-Russell advised she will be attending the Zone 2 UMN meeting in Salisbury this coming weekend and encourages other Councillors to attend.

Deputy Mayor Ward-Russell advised there is a SERSC retreat coming up March 28-March 30. Once the agenda is received, she will ensure to share with all of Council.

Deputy Mayor Ward-Russell met with a Director with DTI in regard to issues in Fundy Albert: Petersfield Road; Gold Club Road culvert; and Midway Road there will be another meeting set up.

Deputy Mayor Ward-Russell met with the Hillsborough Fire Department and is making plans to meet with Riverside-Albert and Alma fire departments.

Deputy Mayor Ward-Russell noted that the Town of Salisbury has a survey out in regard to Street lights. **Deputy Mayor Ward-Russell** would like to see the creation of this in Fundy Albert.

Ms. Sabourin advised she has reached out to NB Power to do a streetlight survey, and it is on the list.

PUBLIC STATEMENTS AND INQUIRIES

Ms. Kathy Weir asked for an update in regards to the Forest Dale Home Lease of the Riverside-Albert Village office. Ms. Weir advised the space has not been cleaned out and there is no key. Ms. Sabourin will follow up.

Ms. Kathy Weir asked Ms. Cail for the date the temporary water line will be installed at the Rec Centre. Ms. Cail advised she hopes the temporary line will be installed on Thursday.

Mr. Jim Campbell advised the equipment that was installed at the Riverside-Albert Rec Centre kitchen was replaced, and all work was done by professionals. If there were any permits needed the Clerk of Riverside-Albert would have reached out to SERSC.

CLOSED SESSION

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Coates* that Council have an in-camera session at 8:09 pm. **MOTION CARRIED** (unanimously).

- a. Local Governance Act, SNB 2017, 68(1)(c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.
- b. Local Governance Act, SNB 2017, 68(1)(j) labour and employment matters, including the negotiation of collective agreements.

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Coates* to return to regular session at 8:37 pm. **MOTION CARRIED** (unanimously)

ADJOURNMENT

IT WAS MOVED by *Councillor Jonah* **THAT** the meeting be adjourned at 8:37 pm.

Deputy Mayor

Clerk

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

Staff Present: Linda Sabourin – CAO (virtual)
Kim Beers – Director, Legislative Services
Ian Barrett – Director, Operations

Call to Order

Deputy Mayor Ward-Russell called the meeting to order at 8:00 am.

Adoption of Agenda

IT WAS MOVED by **Councillor Coates** and **SECONDED** by **Councillor Jonah** **THAT** the agenda be adopted.

MOTION CARRIED (unanimously)

Conflict of Interest Declarations

NONE

Resolutions

Alma Water Project Indigenous Monitor Agreement

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

WHEREAS, Mi'gmawe'l Tplu'taqnn Incorporated (MTI) has entered into a partnership with Fundy Albert to provide Indigenous monitoring services for the Alma municipal water system upgrade project; and

WHEREAS, the Indigenous Monitoring Agreement (the "Agreement") outlines the roles and responsibilities of the Parties, including the provision of an Indigenous monitor to oversee and report on environmental and archaeological monitoring during construction activities, as well as the financial terms for compensation and reimbursement; and

WHEREAS, the Fundy Albert Council has reviewed the terms of the Agreement and is satisfied with the provisions outlined, including the funding, monitoring duties, and the protection of cultural heritage through monitoring activities.

NOW, THEREFORE, BE IT RESOLVED, that the Fundy Albert hereby authorizes the signing of the Indigenous Monitoring Agreement with Mi'gmawe'l Tplu'taqnn Incorporated, with the intention of overseeing the Alma municipal water system upgrade project and ensuring that all monitoring activities are conducted in accordance with the terms outlined in the Agreement.

FURTHER BE IT RESOLVED, that Deputy Mayor and Clerk are hereby authorized to sign the Agreement on behalf of Fundy Albert, effective immediately upon execution.

MOTION CARRIED (unanimously)

Hillsborough Water Exploration Project

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

WHEREAS, the community of Hillsborough in the Village of Fundy Albert requires a new municipal water source;

AND WHEREAS, Englobe Corp. has submitted a proposal outlining the first phase of development, Englobe has submitted the proposal for \$18,500.00 plus HST for the preliminary hydrogeological review, Initial Wetland Screening, EIA Registration Update in the amount of \$18,500.00 plus HST

NOW, THEREFORE, BE IT RESOLVED that the Village of Fundy Albert Council approves the \$18,500.00 plus HST proposal submitted by Englobe Corp. for the preliminary hydrogeological review

MOTION CARRIED (unanimously)

Mr. Barrett left the meeting at 8:05

Closed Session

IT WAS MOVED by *Councillor Coates* and **SECONDED** by *Councillor Land* that Council have an in-camera session at 8:05 am.

MOTION CARRIED (unanimously).

Where the assistant Clerk was present. Ms. Beers left the meeting at 8:10 am.

Ms. Beers entered the meeting at 8:30 am

IT WAS MOVED by *Councillor Coates* and **SECONDED** by *Councillor Land* to return to the regular session at 8:30 am.

MOTION CARRIED (unanimously).

Appointment of Interim CAO

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

WHEREAS, the resignation of the Chief Administrative Officer (CAO) was received on February 19, 2025, with April 11, 2025, being the last working day as confirmed by the Council.

WHEREAS the Council is actively sourcing quotes from HR firms to assist in the sourcing and hiring of a new CAO.

BE IT RESOLVED that the Council of Fundy Albert hereby appoints Ms. Kimberly Beers as the interim CAO as of April 12, 2025, until such time as a permanent CAO is appointed.

MOTION CARRIED (unanimously).

Adjournment

Moved by Councillor Coates that the meeting be adjourned at 8:32 am.

Deputy Mayor

Clerk

Present: Deputy Mayor Ward-Russell
Councillor Land
Councillor Jonah
Councillor Coates
Councillor Elderkin (entered the meeting late at 4:04 pm)

Staff Present: Linda Sabourin – CAO
Kim Beers – Director, Legislative Services
Jillian Hutchinson – Director, Finance

Call to Order

Deputy Mayor Ward-Russell called the meeting to order at 4:00 pm.

Adoption of Agenda

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Jonah** **THAT** the agenda be adopted.

MOTION CARRIED (unanimously)

Conflict of Interest Declarations

NONE

Closed Session

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Coates** that Council have an in-camera session at 4:01 pm.

MOTION CARRIED (unanimously).

Councillor Elderkin entered the meeting at 4:04 pm

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

IT WAS MOVED by **Councillor Jonah** and **SECONDED** by **Councillor Land** to return to the regular session at 4:52 pm.

MOTION CARRIED (unanimously)

Adjournment

Moved by **Councillor Land** that the meeting be adjourned at 4:52 pm.



Fundy Albert Council Special Meeting Minutes

Date: Tuesday, April 8, 2025

Time: 4:00 P.M

Location: W.H. Steeves Museum, 40 Mill Street, Hillsborough

Deputy Mayor

Clerk

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

DRAFT

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

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

Deputy Mayor Ward-Russell thanked all the candidate who put their name forward in the Municipal Election and congratulated Mr. Jim Campbell the Mayor Elect and Mr. David Garden Ward 1, Councillor Elect.

CALL TO ORDER

Deputy Mayor Ward-Russell called the meeting to order at 4:30 pm.

ADOPTION OF AGENDA

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

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None declared.

PUBLIC PRESENTATIONS

Mr. Don Coleman cancelled his presentation

INFORMATION ITEMS

The following were presented to Council as an information item only:

[Alma Fire Department Quarterly Report](#)
[Hillsborough Fire Department Quarterly Report](#)
[Riverside-Albert Fire Department Quarterly Report](#)
[Riverview Fire Department Quarterly Report](#)
[NBSPCA Quarterly Report](#)
[Maritime By-Law Services Quarterly Report](#)
[Notice of Restructuring Report – Town of Riverview](#)

Deputy Mayor Ward-Russell requested an update on the Form 4 recommendations mentioned in the Maritime By-Law Enforcement report. Ms. Beers responded that she will be working with By-Law Enforcement Services in the coming weeks to issue the Form 4 as registered with the province.

COUNCIL DIRECTION REQUESTS

EMO Committee - Request for Allocation of Municipal Space for Emergency Command Post

Councillor Coates provided a report seeking approval from council for the allocation of loft space at the Riverside-Albert Community Centre to establish a permanent Emergency Command Post for the Emergency Management Organization (EMO) committee. This command post will serve as the central hub for coordinating municipal emergency response operations.

Requested Space

- **Location:** Loft space at the Riverside-Albert Community Centre
- **Purpose:** Establishment of a centralized emergency command post
- **Function:** Coordination of emergency response operations, communication with first responders, and logistical support

Mandatory Operational Requirements

To ensure full functionality of the command post, the following resources are essential:

- **Phone Lines:** Multiple connections for internal and external communications
- **High-Speed Internet:** For real-time data exchange and coordination
- **Printer/Copier:** For documentation and duplication of critical materials
- **Computers:** Workstations for data management and communication
- **Office Supplies:** Paper, pens, folders, and other standard items
- **Furniture:** Desks, chairs, and secure storage units
- **Emergency Equipment:** Radios, first aid kits, and other essential response tools

Recommendation

Council is respectfully requested to:

1. Approve the allocation of the loft space at the Riverside-Albert Community Centre for EMO use.
2. Approve the provision and installation of all required operational items.
3. Instruct the municipal administration to facilitate the setup and ongoing maintenance of the command post.

Other Options Considered

While other municipal buildings were considered, the Riverside-Albert Community Centre offers an ideal location due to its central position and the potential to scale operations in a large-scale emergency.

Risk Analysis

The loft space is currently not fully accessible to individuals with disabilities. However, in the

event of a large-scale emergency, the entirety of the Riverside-Albert Recreation Centre—which is fully accessible—will be utilized as the main emergency operations hub. This ensures compliance with accessibility standards while maintaining readiness and functionality for all scenarios.

Councillor Coates advised that Mr. Bob Rochon had advised a while back that the Hillsborough Kiwanis has a dedicated phone line for EMO purposes. **Councillor Land** and **Councillor Jonah** believe this is correct.

Councillor Land advised there were motions made a while back to have the Hillsborough Kiwanis as the dedicated Emergency Command Post. Ms. Beers will look into this.

Recreation Committee - Recreation Committee Terms of Reference

Councillor Jonah provided the Recreation Committee Terms of Reference for council consideration at the next Regular Meeting. **Councillor Jonah** would like to update the report to have 13 voting members on the committee and 50 volunteers. **Councillor Jonah** advised that the Terms of Reference will be updated to reflect the indicated revisions and shared with Council at the next meeting.

ADMINISTRATION REPORTS

Refer to the Administrative Reports:
Mr. Barrett provided his Operations report.

- **Leak Detection:** **Councillor Elderkin** inquired about a timeline for leak detection in Riverside-Albert. Mr. Barrett stated no timeline could be provided yet, but efforts are ongoing.
- **Gray Brook Project:** **Councillor Jonah** asked about timelines for work on Route 114. Mr. Barrett explained that the Department of Transportation and Infrastructure (DTI) is preparing the tender, but water line complications may cause delays.
- **Water Line Concerns:** **Councillor Land** expressed concern about the potential impact of water line work during summer, given Hillsborough's water situation. Mr. Barrett plans to meet with DTI on April 24th to prevent any service disruptions, with Ms. Cail involved in the discussions.
- **Road Maintenance:** **Councillor Land** asked about cold patching plans, and Mr. Barrett confirmed they are planned. Patching on Water Street in Riverside-Albert is also scheduled, budget permitting.
- **Alma Road Update:** **Councillor Land** asked about the new road near a wellhead in Alma,

Mr. Barrett clarified it is not an official road but part of a subdivision plan, with an easement agreed upon with the landowner.

- **Voyent Alert Sign-Ups:** *Councillor Coates* highlighted low sign-up numbers (522 of approx. 6,000 residents). Mr. Barrett and Ms. Beers noted ongoing promotion efforts.
- **Voyent Alert Usage:** *Councillor Elderkin* and *Deputy Mayor Ward-Russell* shared public feedback on the inclusion of non-emergency community events on Voyent Alert. A policy may be proposed to restrict its use to emergencies.
- **Alma Water Project:** *Deputy Mayor Ward-Russell* asked about a public meeting for Alma residents. Mr. Barrett confirmed a meeting will be scheduled with Englobe. All Council members are encouraged to attend.
- **Infrastructure Updates:** *Councillor Land* asked about Alma lift station pumps (not yet received) and water line progress from Fundy Park to Alma, which was installed April 14th. Disinfection and testing are underway.
- **Fire Hydrant Issue:** *Councillor Jonah* questioned a hydrant covered by a garbage bag in front of Rocco's. It was cracked and leaking. A rebuild is planned, per Ms. Cail.

Ms. Hutchinson provided her [Financial services](#) report

[Alma Utility Income Statement](#)

[Hillsborough Utility Income Statement](#)

[Riverside-Albert Utility Income Statement](#)

[Fundy Albert General Operating Income Statement](#)

- **Alma Cultural Centre Revenue:** *Councillor Elderkin* asked about its revenue, and Ms. Hutchinson clarified it comes from rentals and an existing contract for the lower unit and gallery.
- **Utility Transfers:** Ms. Hutchinson explained that "other transfers" refer to budgeted amounts allocated to Alma, Hillsborough, and Riverside-Albert utilities to cover shared costs like fleet, staff, and administration.
- **HR Expenses:** The "human resources other" line item includes expenses for the Alma, Riverside-Albert, and Hillsborough offices.
- **Outstanding Transfers:** *Deputy Mayor Ward-Russell* inquired about pending financial transfers, including for a previously purchased vehicle. Ms. Hutchinson confirmed these are still pending due to her focus on the 2023 audit.
- **Budget vs Actual Report:** *Deputy Mayor Ward-Russell* emphasized the importance of

reviewing this report regularly.

- **Reserve Account Information:** **Councillor Land** is awaiting details on Hillsborough's reserve spending. Ms. Hutchinson recommended a meeting with the CAO to review it.
- **Riverside-Albert Financials:** **Councillor Elderkin** asked about borrowing and capital items. Ms. Hutchinson explained these relate to interest on unclosed projects and capital asset purchases.
- **Alma Deficit:** **Councillor Elderkin** questioned Alma's \$154,000 deficit. Ms. Hutchinson is awaiting a refund from RDC, which will reduce the deficit.
- **Capital Investments:** Clarification was given that capital investments, such as the \$162,000 listed, refer to purchased capital assets, some of which may be refunded through the Alma Water Project.
- **Personnel Costs Disparity:** **Councillor Elderkin** noted higher personnel costs in Riverside-Albert. Ms. Hutchinson attributed this to bank fees and creditors and will provide a detailed breakdown.
- **Utility Account Transparency:** **Deputy Mayor Ward-Russell** requested a detailed explanation at the next meeting. Ms. Hutchinson noted Alma's refund postings are pending and will affect account balances.
- **Audit Firm Termination:** **Councillor Land** reported that the firm originally hired for the 2023 audit has withdrawn.
- **Public Meeting Proposal:** **Deputy Mayor Ward-Russell** suggested providing a financial update during the upcoming public meeting in Alma about the water project.
- **Audit Update from e6:** Ms. Beers shared that e6 expects to provide a timeline for completing the 2023 audit by the end of April. **Councillor Jonah** requested e6's weekly updates be shared with all Council members.

Ms. Beers provided her Legislative Services report.

- **Summer Student Hiring:** **Councillor Elderkin** inquired about plans for summer students. Ms. Beers confirmed hiring includes 4 lifeguards, 3 public works students (including one mature student for infrastructure mapping), and 1 full-time or 2 part-time students for the Hillsborough VIC.
- **Canada Day Event Planning:** **Councillor Elderkin** suggested a single Canada Day event for Fundy Albert that rotates locations annually. **Deputy Mayor Ward-Russell** recommended

forming a committee to begin planning.

- **RTIPPA Requests:** *Deputy Mayor Ward-Russell* requested an update on RTIPPA (Right to Information and Protection of Privacy Act) requests. Ms. Beers advised no update is available at this time.
- **Pool Operations:** *Councillor Jonah* confirmed that the 4 lifeguards will allow the pool to operate similarly to last year. *Councillor Land* requested a repair update—Mr. Barrett noted a company is scheduled to repair the pool this week and he is exploring a commercial pool operator course for the public works team.
- **Artisan Village Hut Rentals:** *Councillor Jonah* inquired about rental costs. Ms. Beers confirmed it's \$125/month plus tax, with an additional \$25/month for extra features like a fridge or air conditioner.

MAYOR AND COUNCILLOR STATEMENTS AND INQUIRIES

Councillor Land has nothing to report.

- **Ward 6 Meeting:** *Councillor Jonah* requested a future Council meeting in Ward 6. *Deputy Mayor Ward-Russell* confirmed the next meeting is scheduled for May 6th in Lower Coverdale.
- **Election Acknowledgements:** *Councillors Jonah, Elderkin, and Coates* expressed appreciation to all municipal election candidates. Congratulations were extended to Mr. Jim Campbell and Mr. David Garden. *Councillor Coates* voiced disappointment in low voter turnout.
- **Video Sound Equipment:** *Councillor Elderkin* noted the community was having issues with the video sound machine. Ms. Beers confirmed it was working that night but acknowledged limitations of the current Owl device. A more permanent setup would require dedicated infrastructure and budget planning.
- **AED Device Status:** *Councillor Elderkin* asked about the AED previously in the Riverside-Albert Rec Centre. Mr. Barrett reported it had not been serviced since 2002 but is currently being inspected and updated.
- **Fire Department Collaboration:** *Councillors Elderkin and Jonah* attended a local fire meeting and highlighted the department's willingness to collaborate with Council. *Councillor Elderkin* noted that the radios Council approved are more complex to procure than expected and may not be ready this year.
- **RCMP Relocation:** *Deputy Mayor Ward-Russell* shared that the RCMP station is moving

from Riverview to Salisbury, based on information from the Zone 2 UMNb meeting. A future meeting with the local RCMP may be necessary.

- **SERSC Engagement:** *Deputy Mayor Ward-Russell* attended a SERSC retreat to connect with other municipal leaders and announced a follow-up meeting scheduled for April 29th.
- **Bridge Replacement:** She also met with the District Engineer at DTI and shared news that the covered bridge on Midway Road in Germantown will be replaced with a modular structure. No timeline has been provided yet.
- **Community Recognition:** *Deputy Mayor Ward-Russell* acknowledged Ms. Vall Streck's appointment as a speaker for the Economic Leadership Council.
- **Committee Discussions:** *Deputy Mayor Ward-Russell* proposed reestablishing the Finance and Public Works Committees. Councillor Land expressed interest in joining Public Works. Councillor Elderkin supported the Finance Committee but suggested waiting until the audits are complete. Ms. Beers clarified the distinction between formal council committees and ad hoc ones.

PUBLIC STATEMENTS AND INQUIRIES

Ms. Kathy Weir inquired about the existence of a Fundy Albert trails committee. Mr. Barrett confirmed that no such committee currently exists. Ms. Weir suggested that there are local trail organizations, such as Friends of Fundy and the Shepody Trail group, that could be valuable partners in forming one.

CLOSED SESSION

None

ADJOURNMENT

IT WAS MOVED by *Councillor Elderkin* **THAT** the meeting be adjourned at 5:52 pm.

Deputy Mayor

Clerk

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

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

CALL TO ORDER

Deputy Mayor Ward-Russell called the meeting to order at 5:00 pm.

ADOPTION OF AGENDA

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Jonah* **THAT** item 4a on the agenda be removed, pending the revised contract from E6 be adopted as presented.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None declared.

RESOLUTIONS

Recreation Committee Terms of Reference

IT WAS MOVED by *Councillor Jonah* and **SECONDED** by *Councillor Land* **THAT WHEREAS** the Municipality of Fundy Albert recognizes the importance of recreational activities and programs that are accessible, inclusive, and responsive to the needs of the community;

AND WHEREAS the Recreation Committee will serve to advise Council, promote recreational initiatives, and support the work of recreational organizations within Fundy Albert;

BE IT RESOLVED THAT the Council of the Municipality of Fundy Albert hereby approves the *Terms of Reference for the Recreation Committee*, as presented at the Council meeting held on April 23, 2025.

MOTION CARRIED (unanimously)

Recreation Committee – Appointments – Codiac Cycling Trails and the Alma Recreation Council.

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

BE IT RESOLVED THAT the Council hereby appoints Codiac Cycling Trails and the Alma Recreation Council as recognized board-driven recreation councils under the Recreation Committee, thereby including them under the municipality's insurance coverage, subject to the applicable requirements set forth in the Terms of Reference;

AND BE IT FURTHER RESOLVED THAT the Committee be empowered to fulfill the roles and responsibilities defined in the Terms of Reference.

MOTION CARRIED (unanimously)

Recreation Committee - Canada Day Recommendations

No motion read

ADJOURNMENT

IT WAS MOVED by *Councillor Jonah* **THAT** the meeting be adjourned at 5:03.

Deputy Mayor

Clerk

Present: Deputy Mayor/Ward 6 Councillor Ward-Russell
Councillor Land
Councillor Coates
Councillor Elderkin

Absent: Councillor Jonah

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

Call to Order

Deputy Mayor Ward-Russell called the Oath of Office ceremony to order at 6:00 p.m.

Adoption of the Agenda

IT WAS MOVED BY Councillor Elderkin and SECONDED by Councillor Land THAT the agenda for the Oath of Office ceremony be adopted.

MOTION CARRIED (unanimously)

Conflict of Interest Declarations

NONE

Correspondence

The Village Clerk read the Declaration after Poll has been taken on April 14, 2025

Administration of Oath of Office

The Village Clerk administered the Oath of Office to Jim Campbell, Mayor and David Garden, Councillor, Ward 1.

Statement from Deputy Mayor

Deputy Mayor Ward-Russell congratulated Mayor Campbell and Ward 1 Councillor David Garden on behalf of Council and looks forward to working together. Read the entire statement [here](#)

Adjournment

Councillor Land adjourned the meeting at 6:06 pm.

Clerk

Mayor

Minutes

Special Council Meeting of Fundy Albert

Hillsborough Municipal Building

December 14, 2023, at 5:30 PM

PRESENT

Robert Rochon- Mayor

John Ereaux- Councillor, Ward 1

Loretta Elderkin- Councillor, Ward 2

Jeff Land- Councillor, Ward 3

Jeff Jonah- Councillor, Ward 4

Jim Coates- Councillor, Ward 5

Tammy Rampersaud- Assistant Clerk

Heather Ward Russell- Councillor, Ward 6

Note* **Councillor Ereaux** participated virtually.

1. CALL TO ORDER

Mayor Rochon called the meeting to order at 5:30 pm.

2. ADOPTION OF THE AGENDA

IT WAS MOVED by **Councillor Coates** and **SECONDED** by **Councillor Land** to accept the agenda with the addition of item #7 Purchase of winter tires for the Ram truck.

MOTION CARRIED

3. CONFLICTS OF INTEREST DECLARATIONS

None

4. CIRCULAR MATERIALS

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Coates** **THAT** the Circular Materials be informed that the municipality of Fundy Albert wishes to opt in, providing a suitable agreement can be reached between the two parties, and provided that the municipality receives all necessary approvals and consents in order to enter into an agreement with Circular Material.

MOTION CARRIED- note that **Councillor Ward Russell** voted nay.

Mayor Rochon provided an update. -he had reached out to FERO to inquire about the potential subsidy. They said they would respond but he has not received a response. **Mayor Rochon** spoke about the

regional municipalities and whether they were opting in or out. The majority were opting. Salisbury added some language as per legal advice. Fundy Albert will also be safeguarded with the added, “providing a suitable agreement can be reached between the two parties, and provided that the municipality receives all necessary approvals and consents in order to enter into an agreement with Circular Materials.”

\$31.37 per household

Councillor Land supports opting in as there is still control over garbage

Councillor Coates the former LSDs have a contract in place. If FERO will work with them and want to have contract cancelled on us that is revenue for the village

Councillor Elderkin questioned what a suitable agreement between the two parties means.

Mayor Rochon been able to provide exactly what the agreement will state. This wording protects the interests of the village. He reminded everyone that there is the possibility to still opt out after.

Councillor Jonah stated that he doesn't want to inconvenience residents.

Councillor Ward Russell added that if the village is to opt in, education is important.

Councillor Ereaux asked about the wording added in the motion.

Mayor Rochon explained that legal needs to weigh in. **Mayor Rochon** shared that he spoke with the SERSC about providing that education. There may need to be some money invested to help with this.

The implementation will begin in May 2024. They are developing educational plans to help get contamination numbers down for maximum impact.

They will be looking for a downward trend in contamination over 18 months to 24 months.

5. STREET LIGHT REQUEST

IT WAS MOVED by **Councillor Ward Russell** and **SECONDED** by **Councillor Jonah** **THAT** the Village of Fundy Albert installs additional streetlights at intersections at Route 114 and Baxter Street, as well as Smithfield and Bellfield. The cost is \$8/month if a pole is already present and if not, the cost would be \$16/month.

MOTION CARRIED

This was necessary as these were missed in the original motion and have had several requests for them.

6. VEHICLE PURCHASE COST SHARING

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Coates** **THAT WHEREAS** the total cost of the 2024 RAM 2500 was \$41,886.65; and

WHEREAS the apportioned costs for the subunits of Alma, Hillsborough & Riverside-Albert are \$8,389.69, \$27,240.99 and \$6,255.97, respectively; and

WHEREAS the revenue from the sale of the 2007 Chevrolet 2500 earned by the subunits of Alma, Hillsborough & Riverside-Albert was \$150, \$488 & \$112, respectively; and

WHEREAS the subunits of Alma, Hillsborough & Riverside-Albert have available Capital Reserves of \$831.93, \$26,752.99 and \$6,143.97 to contribute to the purchase; and

WHEREAS the Alma subunit does not have sufficient reserve funds to cover their portion; and

WHEREAS the Hillsborough subunit has sufficient reserve funds to cover Alma's portion of \$7,407.76;

BE IT RESOLVED that the Alma, Hillsborough & Riverside-Albert subunit reserves (Including GIC # 46 & 47), be transferred to General Operating to cover the purchase of the 2024 RAM 2500.

MOTION CARRIED- note Councillors Land and Jonah voted nay.

Councillor Land- disagrees with the motion stating that they need to set a precedent going forward. They need to operate as one unit going forward.

Councillor Jonah agrees with Councillor Land that there is too much division.

Councillor Ereaux asked to clarify how the truck would be purchased.

Mayor Rochon explained the s that Hillsborough would then loan the amount for it to be repaid in 2 years.

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

WHEREAS the Hillsborough Subunit advanced the Alma Subunit \$7,407.76 for their portion of the 2024 RAM 2500 purchase; and

WHEREAS it has been recommended by the Treasurer that the Alma subunit to repay the Hillsborough subunit reserve over the course of two (2) years;

BE IT RESOLVED that the Alma subunit transfer \$3,703.88 to the Hillsborough Subunit Reserves in years 2024 & 2025.

MOTION CARRIED- note Councillor Ereaux voted nay.

Councillor Ereaux referred to comments made earlier about everything being shared. He stated that we need to be aware of what we are doing with subunits loaning other subunits money. Would this be properly tracked and could it lead to more transactions like this? He explained that money would be Alma chose to purchase and invest in a truck used for trade-in at approx. 38k while Hillsborough has a truck at the end of its life and instead of replacing it with the money has it in reserve. He agrees with Councillor Land and

Councillor Jonah that moving forward they should purchase a as a collective and dispose as a collective.

Mayor Rochon explained that the other option is to cost share both vehicles and would have Alma's share even more that way. The options before them are to cost share both- or cost share just one.

Councillor Elderkin inquired if the loan from other subunits could be paid off earlier by Alma. *Mayor Rochon* said yes.

IT WAS MOVED by *Councillor Elderkin* and **SECONDED** by *Councillor Coates* **THAT WHEREAS** the Riverside-Albert Subunit GIC #46 of \$3,517.93 & #47 of \$15,076.85 fully matured on December 5th, 2023; and

WHEREAS the full amount of GIC #46 and \$2,626.04 of GIC #47 was contributed to the purchase of the 2024 RAM 2500;

BE IT RESOLVED that the remaining amount of \$12,450.81 and interest earned from GIC #46 & 47 be reinvested in a GIC for the subunit of Riverside-Albert.

MOTION CARRIED- note that Councillor Land voted may.

7. PURCHASE OF WINTER TIRES

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Jonah* **THAT WHEREAS** the purchase of winter tires and plow accessories are required for the newly acquired 2024 RAM2500 truck;

BE IT RESOLVED that the Village of Fundy Albert authorizes the purchase of winter tires and rims for the 2024 RAM2500 truck from Action Car and Truck Accessories at a cost of \$1,879.88 taxes included;

BE IT ALSO RESOLVED that the Village of Fundy Albert authorizes the purchase of a plow bracket and wiring harness for the 2024 RAM2500 truck from Work and Play at a cost of \$2,299.98 plus HST of \$345.00 for a total cost of \$2,644.98;

BE IT ALSO RESOLVED that the purchase of the equipment is to be cost shared by the subunits of Alma, Hillsborough and Riverside-Albert.

MOTION CARRIED

Councillor Land explained that this truck is used for snowplowing and needs the tires for winter.

Councillor Coates shared that he agrees with the equipment. He asked why the needs aren't listed at the time of purchase instead of after the fact. He inquired about a safety light which **Councillor Land** stated he believes they have.

Councillor Ereaux questioned that in earlier motions the word "portion" in terms of cost-sharing- based on relative portions of the tax base- was used. Is this the same? **Mayor Rochon** replied yes.

8. CLOSED SESSION

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Coates** to move into Closed Session of Council under:

- a. *Local Governance Act, SNB 2017, 68 (1)(j)* labour and employment matters


MOTION CARRIED

9. ADJOURNMENT

IT WAS MOVED by **Councillor Coates**



MAYOR



CLERK

**Fundy Albert Emergency Measures Committee
Meeting Minutes**

July 18, 2024 – Riverside-Albert Recreation Centre, 9 Bicentennial Rd, Riverside-Albert, NB

Committee Members Present:

Chair – Councillor Jim Coates

Committee member – Deputy Mayor John Ereaux

Committee member – Mayor Robert Rochon

Committee member – CAO Linda Sabourin

Regrets:

James Lindsay – EMO Coordinator

Call to Order

Councillor Coates called the meeting to order at 1:00pm.

Adoption of the Agenda

Two items were added to the agenda:

- Voyant Alert System
- Covid Retrospective

It was moved by Mayor Rochon and seconded by Deputy Mayor Ereaux that the agenda be adopted, as amended. Motion carried.

Conflict of Interest Declarations

None.

Regional Collaboration

Mayor Rochon began by explaining that at the last meeting of the SERSC Public Safety Committee, Region 7 EMO Coordinator, Melissa Pageau, provided an overview of the regional collaboration initiative. In essence, communities in regions 6 and 7 are being offered the opportunity to use a regional EMO plan template. The template is the EMO plan for Moncton/Riverview/Dieppe. Municipalities wishing to do so are being offered that plan as a template where they could adopt any sections of it that are applicable, remove sections that are not, and incorporate any appendices that are relevant to the community, such as contingency plans for specific incidents, and resource lists.

A second part of the regional collaboration initiative would involve signing on to a mutual aid agreement that would allow the municipality to access equipment and expertise, at minimal expense. It would also involve us being willing to reciprocate.

Mayor Rochon indicated that Ms. Pageau is asking municipalities to confirm their willingness to participate in the regional collaboration effort. She also mentioned that she will continue to support any municipality that opts not to join in the effort.

Based on the information provided at the Public Safety Committee meeting, Mayor Rochon is urging Council to sign on and inform Ms. Pageau of this decision. Deputy Mayor Ereaux asked whether there are concerns that if another municipality offers assistance, they would end up taking the lead role in the event. Mayor Rochon indicated that he believed this would not be the case.

A short discussion ensued and the committee indicated its support to recommendation to Council of Fundy Albert to join. Mayor Rochon will produce a council report form to be included by the CAO for the regular meeting on August 6th.

Voyant Alert

CAO Sabourin informed committee members that she is proceeding with the implementation of a Voyant Alert system that will enable citizens to subscribe to receive municipal alerts like boil water advisories, information related to emergency events in the community, and other messages through push notifications. The notifications could be sent out by text, email, or voicemail. CAO Sabourin indicated the cost to the municipality will be about \$2,800 annually. She further advised that the Town of Sussex uses this system.

Covid Retrospective

Deputy Mayor Ereaux mentioned that he participated in a Covid-19 retrospective session last week, and that the only two municipalities that participated were Fundy Albert and the community of Edmundston. Deputy Mayor Ereaux mentioned that the City of Edmundston's EMO plan contains a contingency plan for pandemics. Chair Coates confirmed that the issue of pandemic response was included in the hazard risk assessment session that he and Deputy Mayor Ereaux had attended in Shediac a number of weeks ago.

A short discussion ensued about the types of incidents that could be incorporated in Fundy Albert's EMO plan.

There being no further business, the committee meeting was adjourned through a motion by Mayor Rochon at 1:32 pm.

Approved:

Jim Coates, Chair

Fundy Albert Emergency Measures Committee
Meeting Minutes
February 19, 2025 – 1:00 pm
Riverside-Albert Recreation Centre, 9 Bicentennial Rd, Riverside-Albert, NB

Committee Members' Present:

- Chair – Councilor Jim Coates
- Director, MEMO –Linda Sabourin, CAO
- EMO Coordinator - James Lindsay

1. Call to Order

Councilor Coates called the meeting to order at 1:10 pm.

2. Adoption of the Agenda

One item was added to the agenda:

- a secure place for EMO command post

It was moved by J. Lindsay and seconded by L. Sabourin that the agenda be adopted, as amended. Motion carried.

3. Conflict of Interest Declarations

None.

4. New Business

- a. **Overview of Cybersecurity Presentation** – L. Sabourin read an email from Derek Lackey who attended the virtual session on Cybersecurity provided by the Canadian Centre for Cyber Security, in partnership with NBEMO. J. Lindsay, also in attendance, provided additional information and informed the committee that he forwarded the presentation to the operators at Harvey Dam.
- b. **EMO Coordinator Job Description**
J. Lindsay was appointed under the old plan, and he will need to be reappointed by under the new plan. L. Sabourin to edit the job description to present back to the committee, then to council for final approval. There was also a discussion on a commitment from council for the EMO Coordinator honorarium, dating back to 2023.
- c. **Regional EMO Survey Completion**
J. Lindsay to complete by deadline.
- d. **Provincial Planning Unit Risk Assessment Exercise**
It was discussed, and decided, that the EMO Committee organize a meeting to review the Risk Assessment document by page by page to review/approve changes. CAO to organize meeting, J. Lindsay to create the plans to submit to Council, talk to the province

to facilitate a tabletop exercise and draft a Business Resumption Plan for council approval.

e. Secure place for EMO Command Centre

Members discussed the requirement to use the Riverside Albert Recreation Centre as an EMP Command Centre. The CAO will work with the Director, Operations to work out the logistics for use of the mezzanine area. Requirements to include locked door to the space; desks, printer, phone, easels, etc.; dedicated phone line – “on duty” person carries cell phone that has land line forwarded to it; upgraded internet connection; radio connection to the Fire Department. EMO members will require Voyent Alert training (and will need templates created). Additionally, procedures for warming Centres will need to be developed.

Other

- It was discussed that all council should take Information: Incident Command 100 training. J. Lindsay to qualify as a trainer and deliver it internally.

There being no further business, the committee meeting was adjourned through a motion by Councilor Coates at 2:21 pm.

Approved:

Jim Coates, Chair



COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session
From Ian Barrett
Date May 6th 2025
Subject 2025 Road Maintenance plan- Quote Approval
Presenters Ian Barrett
(if applicable)
Length of Presentation
(if applicable)

Type ✓ Public Private Committee of the Whole

RATIONALE FOR PRIVATE DISCUSSION (if applicable):

N/A

ISSUE

Quotes have been requested and received for 2025 Summer road maintenance; patching and padding, pending council approval to proceed

CURRENT STATUS AND BACKGROUND

A total of \$249,202 was approved in the 2025 Budget for Summer Maintenance: Private Contract for the Fundy Albert Road Network. Additionally, \$34,961.00 was approved for DTI summer maintenance for roads in Hillsborough (Patching and Potholes).

Quotes were requested for unit pricing from local area contractors with more detailed quotes then requested from the contractors providing the lowest prices. The following table displays the proposed breakdown. The Allocation has been based on existing asset management planning supported by physical inspection to provide best value for money.

	Patching/Potholes	Padding
Hillsborough	\$34,961.00	\$53,500.00
Riverside-Albert	\$7,560.00	\$56,032.00
Alma	\$7,875.00	\$31,570.00
Total budgeted	\$50,396.00	\$141,102.00
Private Contract 2025 Budget	\$249,202.00	
DTI 2025 Budget	\$34,961.00	
Total Budget	\$284,163.00	

Total Spend (Quotes Provided)	\$226,459.00	
Remaining Budget*	\$57,704.00	

*The remaining budget include a 10% contingency for the quoted amounts, and allocation towards maintenance of Gravel roads, shoulder repairs, service cuts, and additional works in Alma pending completion of the water project.

Attached to this report is the Quote and maps of locations from Browns Paving for patching and Padding in Riverside Albert and Alma. And Sewells Paving for Padding in Hillsborough

OTHER OPTIONS

N/A

RECOMMENDATION

Whereas a budget of \$249,202.00 was approved for summer road 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 that the Attached quotes for Roads summer maintenance are approved.

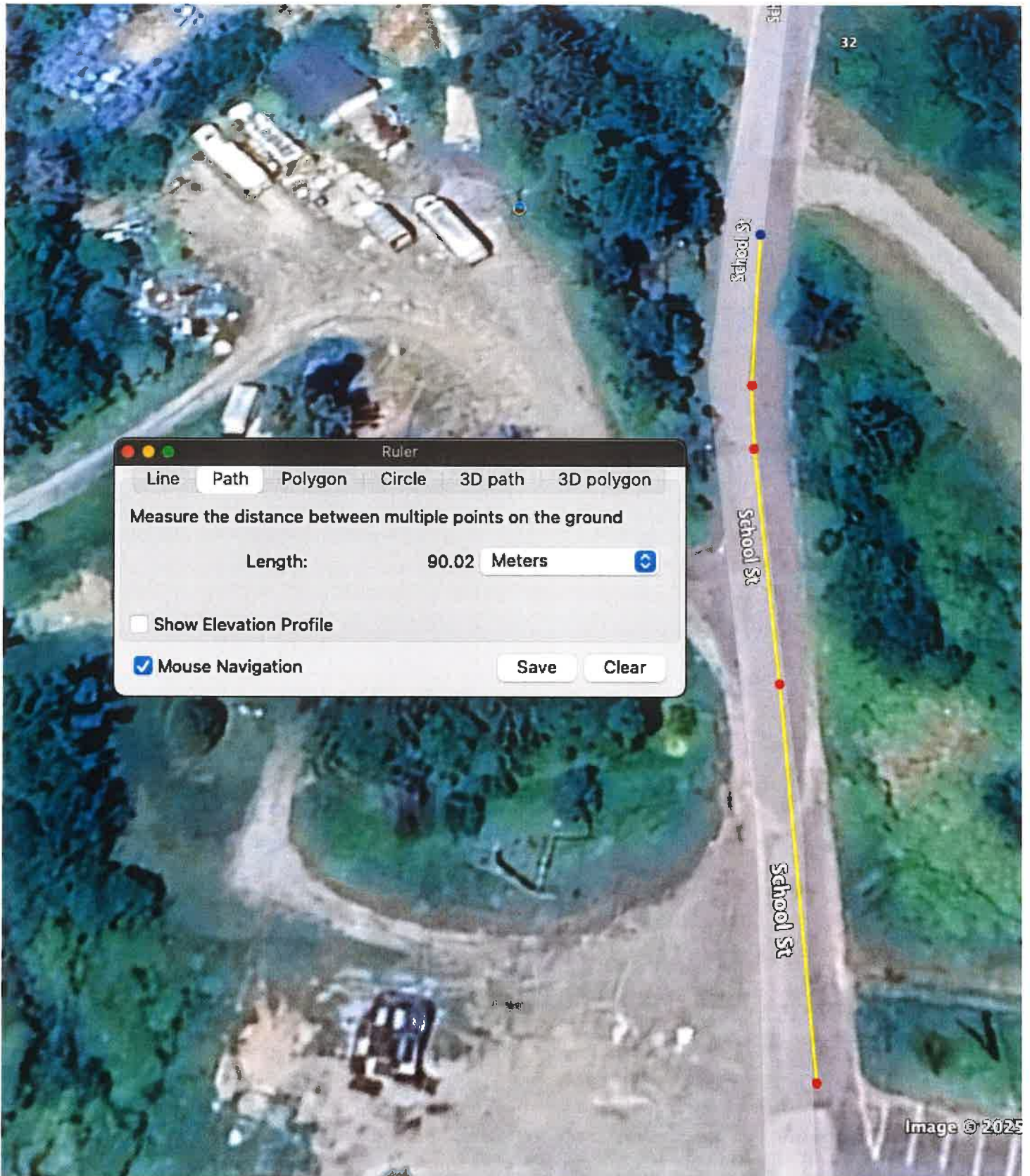
RISK ANALYSIS

Delays in approving works may result in works not being completed as soon as possible.

CONSIDERATIONS

Legal	•
Financial	• Within Allocated Budget
Environmental	• Works to be completed within the summer maintenance season
Policy	• Procurement policy
Stakeholders	• All Fundy Albert residents and Visitors
Community Sensitivities	• Repair and maintenance of deteriorating roads
Council priorities	Strategic Plan Alignment: <ul style="list-style-type: none"> ✓ Infrastructure • Village Services • Communications • Strategic Partnerships • Economic Development & Tourism
Documents, maps, photos or presentations attached	See Attached Quotes and Sketch Maps from Brown's Paving
Interdepartmental consultation	Operations, Treasurer, Clerk/CAO
Intergovernmental considerations	

Alma



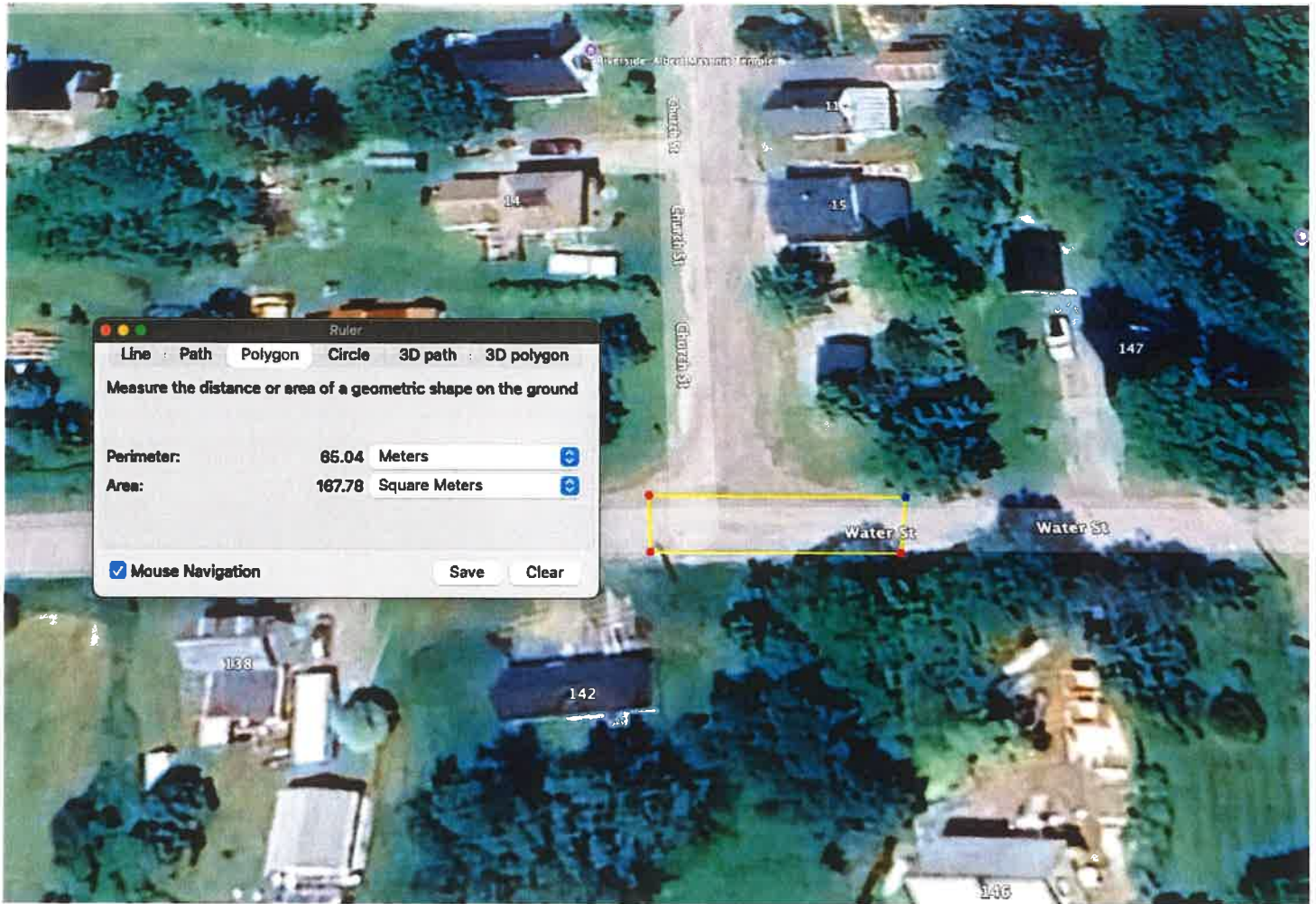
Alma



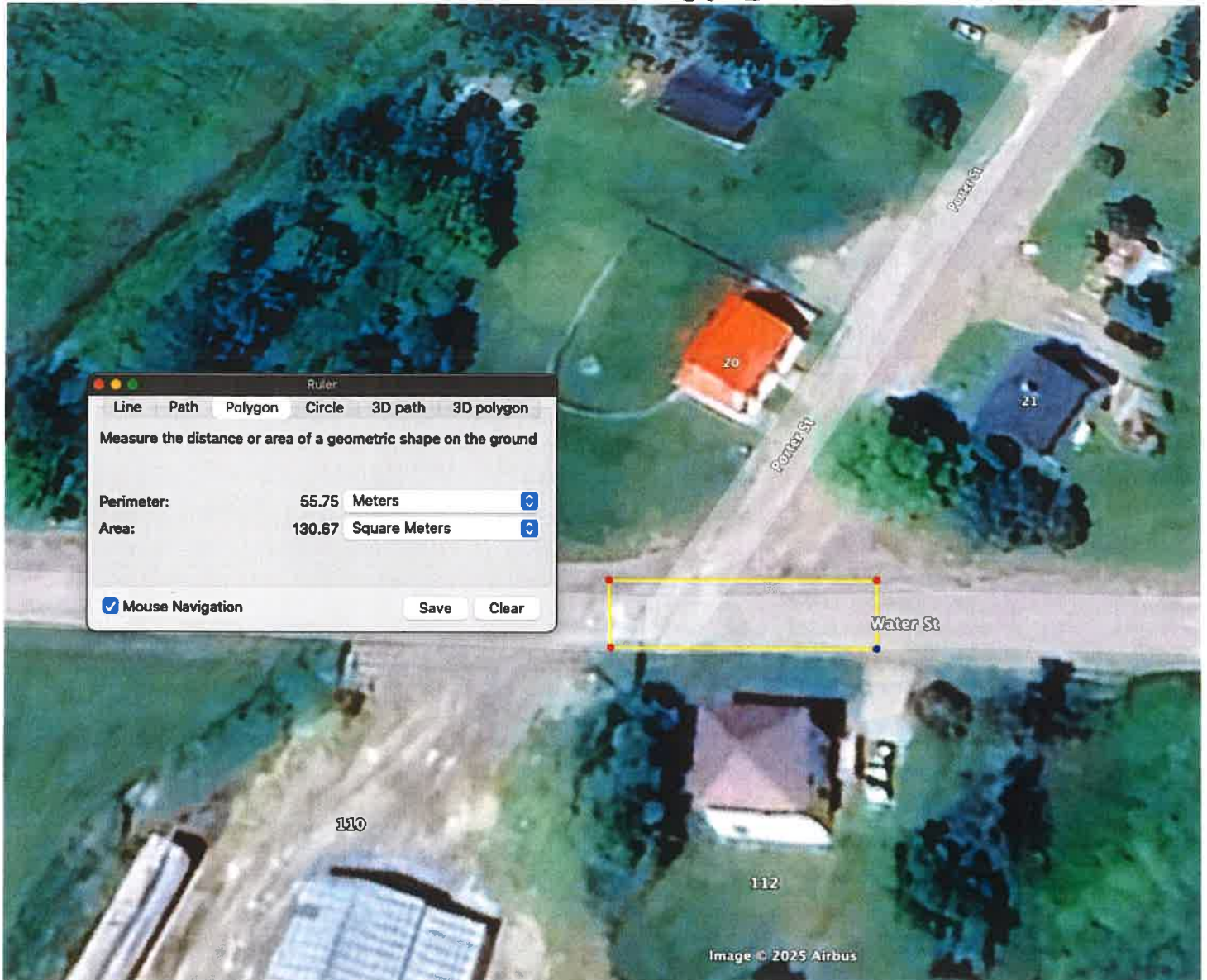
Riverside - Albert



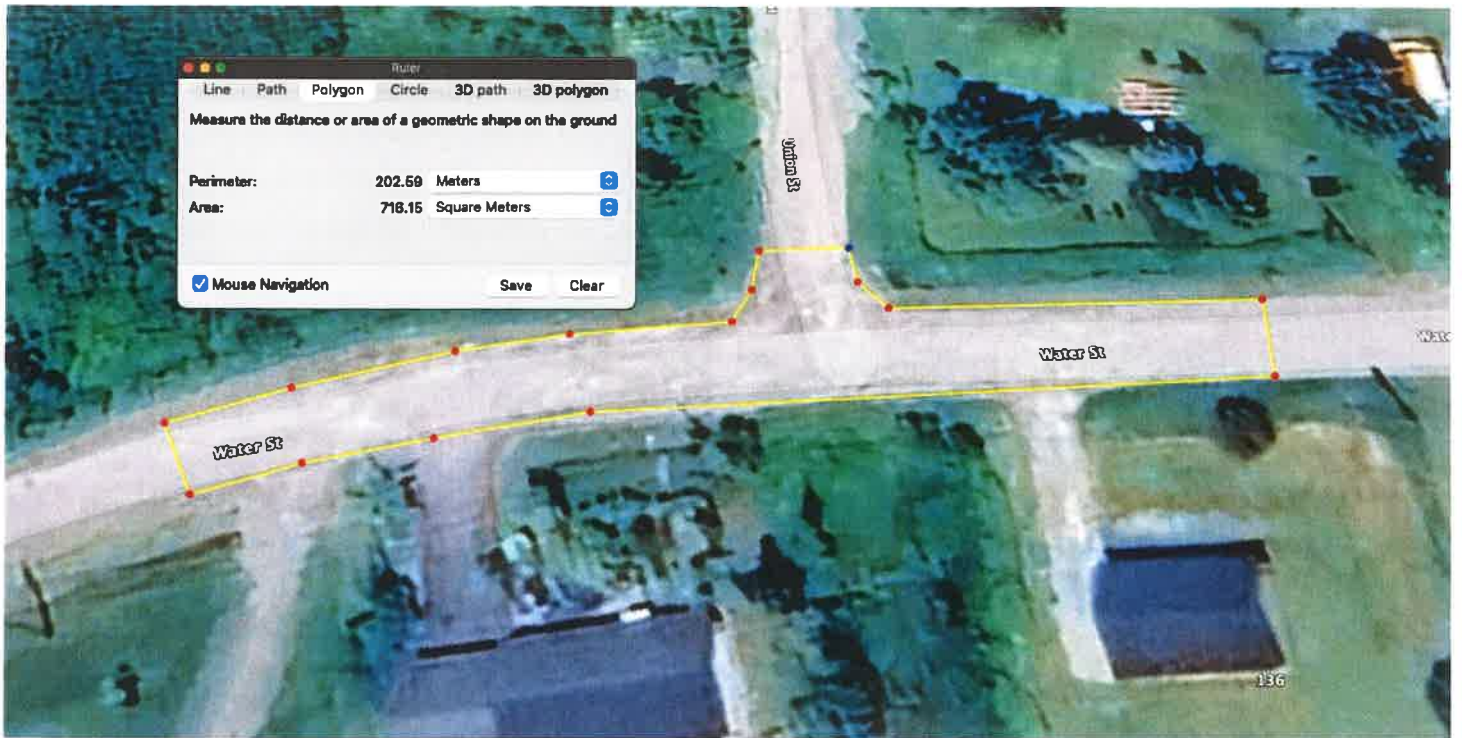
Riverside- Alberta



Riverside - Albert



Riverside, Alberta



Riverside - Alberta



ESTIMATE

Brown's Paving Ltd.
20 Plant Road
Sussex Corner, NB E4E 2W9, Canada
(506) 433-4721

Sales Representative
Nathan Bernard
(506) 434-1071
nathanb@brownspaving.ca



Fundy Albert
Ian Barrett
Fundy Albert NB
mobile
Phone (506) 734-3733

Estimate #	4022
Date	2025-04-21

Item	Description	Unit of Measure	Qty	Price	Amount
Asphalt Padding: School Street/Fundy View	Complete asphalt padding on deteriorated sections of roadways as shown on attached diagrams.				\$31,570.00
Asphalt Padding	Apply tack coating for adhesion and supply and place 1.5" of Compacted Type "D" Asphalt.	M2	1,540.00	\$20.50	\$31,570.00
Manhole Adjustments:	Completion of adjustments on School Street Structures as well as Fundyview as required. 3 in total.				\$4,200.00
Manhole Adjustment	Includes necessary materials and labour to adjust existing frame and cover to required elevation.	Lump	3.00	\$1,400.00	\$4,200.00
Asphalt Patching:	Patching of any remaining potholes throughout village streets as required.				\$7,875.00
Hand Patching Tonnes	Patching of areas. Includes sweeping, tackcoating, and supply and placement of new asphalt.	Tonne	15.00	\$525.00	\$7,875.00

Payment options: cash, cheque, VISA, MasterCard, Debit, Etransfers. Send Etransfers to: payment@brownspaving.ca
Invoices which are paid by credit card will have an administration fee applied to the credit card transaction. MasterCard 2.4%; VISA 2.2%

Sub Total	\$43,645.00
HST NB 2016 (15.0000 %)	\$6,546.75
Total	\$50,191.75

SPECIAL INSTRUCTIONS

Sweeping of areas to be padded to be completed by municipality prior to asphalt installation.

ESTIMATE

Brown's Paving Ltd.
20 Plant Road
Sussex Corner, NB E4E 2W9, Canada
(506) 433-4721

Sales Representative
Nathan Bernard
(506) 434-1071
nathanb@brownspaving.ca



Fundy Albert
Ian Barrett
Fundy Albert NB
mobile
Phone (506) 734-3733

Estimate #	4021
Date	2025-04-21

Item	Description	Unit of Measure	Qty	Price	Amount
Riverside Albert Padding:	Complete asphalt padding in deteriorated roadway sections as shown on attached diagrams.				\$56,032.40
Asphalt Padding	Apply tack coating for adhesion and supply and place 1.5" of Compacted Type "D" Asphalt.	M2	2,206.00	\$25.40	\$56,032.40
Remaining Patching:	Complete patching of any remaining potholes in unpadded sections as required.				\$7,560.00
Hand Patching Tonnes	Patching of areas. Includes sweeping, tackcoating, and supply and placement of new asphalt.	Tonne	14.00	\$540.00	\$7,560.00

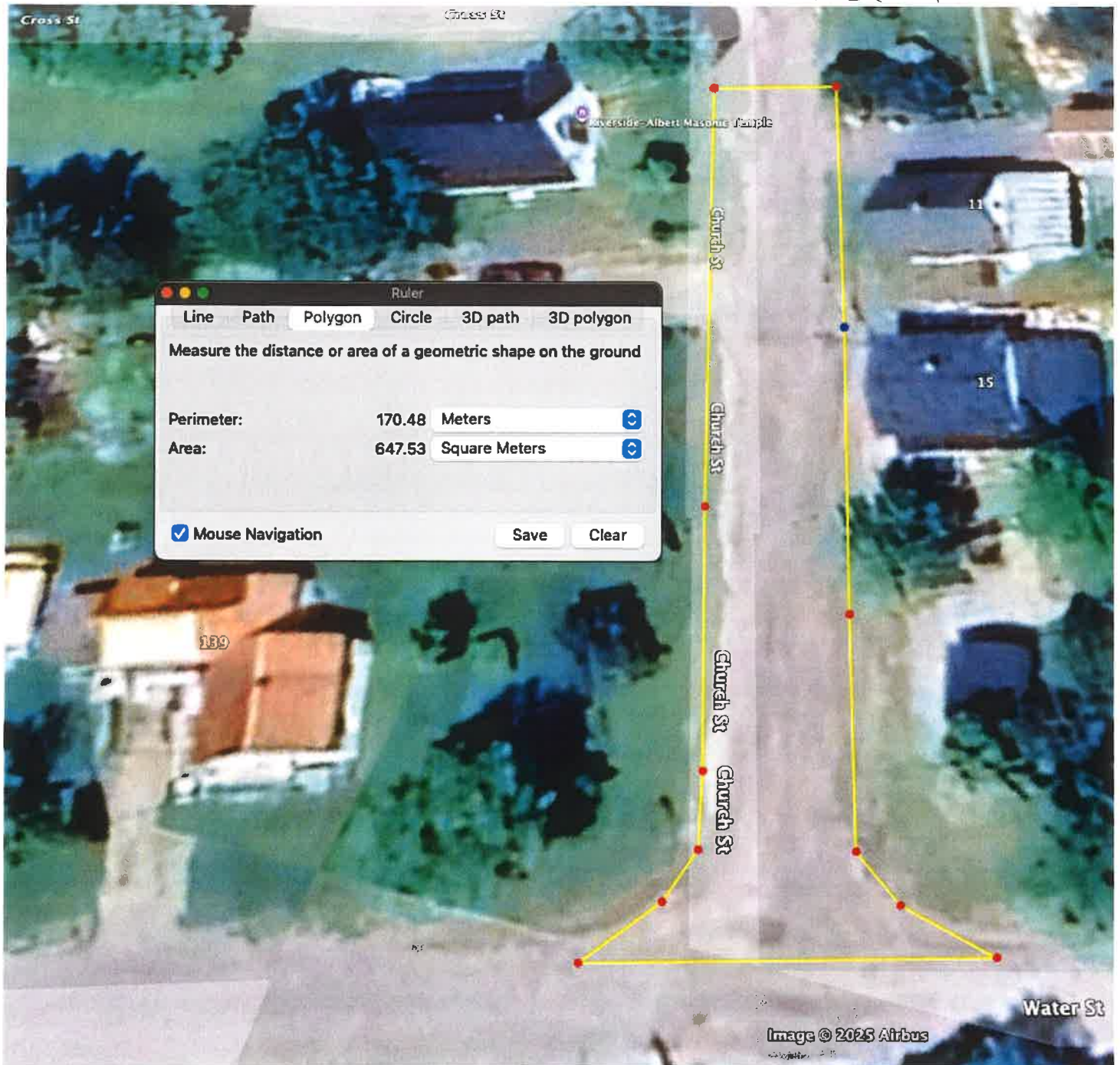
Payment options: cash, cheque, VISA, MasterCard, Debit, Etransfers. Send Etransfers to: payment@brownspaving.ca
Invoices which are paid by credit card will have an administration fee applied to the credit card transaction. MasterCard 2.4%; VISA 2.2%

Sub Total	\$63,592.40
HST NB 2016 (15.0000 %)	\$9,538.86
Total	\$73,131.26

SPECIAL INSTRUCTIONS

Sweeping to be completed by works department prior to asphalt installation.

Riverside-Alber 7





**HEAD OFFICE &
ASPHALT PLANT**
47 Casewood Drive
Hanwell, NB
E3C 2L6

**MONCTON
ASPHALT PLANT**
40 Enviro Drive
Berry Mills, NB
E1G 5X5

Fredericton: 452-7283
Moncton: 383-7283
St. Stephen: 465-7283
Woodstock: 325-7283
Fax: 454-0914

Ian Barrett
Fundy Albert
61 Academy Street
Hillsborough, NB
E4H 2R4
Operations@FundyAlbert.ca

April 9, 2025

RE: Fundy Albert – Patching and Padding Paving Quote

Please accept our paving pricing for the above noted project:

Hillsborough Padding – 2000 m² @ \$22.50/m² = \$45,000.00 plus HST –

(Academy St.
from Salem Rd)

Mill Street Repair – 3 m by 25 m (full lane) removal of existing and placement of 75 mm Type D asphalt = \$8,500.00 plus HST.

- All prices include sweeping, tack and paving with the specified asphalt type.
- Final payment will be based on area measurements.
- Pricing is based on paving being completed in 2025.

Sewells Paving is available to commence this work on May 19, 2025, weather dependent. We anticipate 2 day duration of work based on estimated tonnes.

If you have any questions, please do not hesitate to contact me.

Regards,

Andy Weaver, M.Sc.E., P.Eng.
Senior Manager
Sewells Paving
andy@sewellspaving.com
Cell: 506 269-9905

ACCEPTANCE OF QUOTE

Signature

Date

Synopsis: E6 Contract

Date: May 1, 2025

Department: Dept. Legislative Services

DESCRIPTION

E6 has structured 3 key streams of activity:

1. 2023 and 2024 audit
2. Continuity - ensuring day to day finance and admin functions are maintained
3. Process improvement - new accounting software, creating processes and policies

E6 will provide a weekly report, and this will be shared with all of Council. E6 will also provide more detailed (formal) monthly reports for the COW meetings until all work is completed.

PROPOSED MOTION

BE IT RESOLVED 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.



Fundy Albert

Start On Acceptance



e6 International Inc.



Table Of Contents

Introduction

Services

Pricing

General Terms and Conditions

Agreement Summary



Introduction



Ross Lindsay

Good afternoon Kim,

As requested, I have updated the proposal to provide specific deliverables and a fixed price for the work.

If you have any questions, please don't hesitate to reach out.

Ross

Services

Fractional Financial Controller - Monthly Retainer

Service Overview

Our Fractional Controller services provide New Brunswick municipalities with expert leadership and collaborative support to strengthen financial operations, enhance audit readiness, and drive operational improvements. We work closely with your finance team, offering guidance, oversight, and hands-on assistance to ensure deliverables are achieved efficiently and in compliance with public sector standards. Our flexible, cost-effective approach enables your municipality to meet growing financial accountability demands while building internal capacity.

Core Deliverables

1. 2023 Audit Preparation

- Lead and support the finance team in the review and reconciliation of 2023 financial records.
- Guide the preparation of audit working papers, schedules, and supporting documentation.
- Identify and help address potential audit risks proactively.
- Assist with sourcing municipal auditors as required
- Serve as a liaison between the finance team and municipal auditors, supporting the team in providing required responses and documentation.
- Help ensure compliance with provincial and legislative audit requirements.

2. 2024 Audit Preparation

- Lead and support the finance team in the review and reconciliation of 2024 financial records.
- Guide the preparation of audit working papers, schedules, and supporting documentation.
- Identify and help address potential audit risks proactively.
- Serve as a liaison between the finance team and municipal auditors, supporting the team in providing required responses and documentation.
- Help ensure compliance with provincial and legislative audit requirements.

3. Process Analysis and Improvement

- Lead a collaborative review of existing financial and accounting processes with the finance team.
- Identify opportunities for improvement and support the team in implementing enhanced workflows.
- Provide recommendations and assist with the development of updated policy and procedure documentation.

4. Needs Analysis and Selection of Accounting Software

- Facilitate a needs assessment process with finance team members and other municipal stakeholders.
- Define software requirements in collaboration with the team, ensuring alignment with operational needs and compliance obligations.
- Research and evaluate software options, guiding the finance team through the selection process.
- Provide a recommendation report to support informed decision-making by leadership.

5. Facilitation of Software Implementation

- Lead the implementation project in collaboration with the finance team and external vendors.
- Coordinate project timelines, vendor communications, data migration, and system configuration with strong team involvement.
- Support staff training, knowledge transfer, and change management activities to ensure a smooth transition.
- Ensure the new system meets municipal reporting standards and operational goals.

As agreed, work completed in the month of April 2025 is included in the cost quoted below. The first monthly invoice will be issued on May 1, 2025



Pricing

Billed every month	\$10,000.00
From acceptance, 12 times. Last bill: March 29, 2026	ex \$1,500.00 in taxes
✓ Fractional Financial Controller - Monthly Retainer	

Terms and Conditions

1. **Services:** e6 International Inc. ("e6") will provide services as outlined in the Services section of this proposal. e6 will deliver these services in accordance with the terms set forth herein, utilizing qualified and experienced personnel, adhering to professional and industry standards, and ensuring client satisfaction. e6 reserves the right to subcontract these services to e6 Group member firms, affiliated companies, or external service providers as needed to fulfill the engagement requirements. Any changes to the services provided must be documented through a written amendment agreed upon by both e6 and the client.
2. **Client Obligations:** The client is required to provide all necessary information promptly to facilitate the performance of services by e6.
3. **Fees and Expenses; Payment Terms:**
 - **General:** In consideration of the services provided by e6, the client agrees to compensate e6 as detailed in the Pricing section of this proposal.
 - **Invoicing and Payment:** e6 will issue invoices either monthly or upon reaching agreed-upon milestones, depending on the nature of the services. The client is required to make payment on the due date specified on each invoice, using the payment method options described in the Payment section of this proposal, without any right of set-off. All payments will be in Canadian dollars. Late payments may incur an interest charge at a rate of one percent (1%) per month.
 - **Taxes:** The client is responsible for all applicable taxes, except for those imposed on e6's income, revenues, or property.
 - **Expense Reimbursement:** The client shall reimburse e6 for all reasonable travel and out-of-pocket expenses incurred in performing the Services. These expenses must be approved by the client in writing in advance or as specified in this Agreement, and will be reimbursed at the actual cost incurred by e6.
4. **Confidentiality:** e6 agrees to use the client's confidential information solely in connection to the services provided and will not disclose this information unless required by law or professional obligations. e6 may share confidential information with its affiliates or subcontractors involved in providing the services, ensuring they are bound by similar confidentiality obligations.
5. **Use of Information:** e6 may use anonymized data derived from services for marketing or research purposes, ensuring no identifying features of the client are disclosed.
6. **Limitation of Liability:** e6's liability related to services under this agreement will be limited to the coverage of its insurance policies. Liability is restricted to direct damages and excludes indirect or consequential damages. Legal actions against e6 must be initiated within one year from the completion of the services.
7. **Electronic Communication:** Both parties acknowledge the risks associated with email communication and agree to assume all associated liabilities unless otherwise directed by the client.
8. **Conflicts of Interest:** e6 adheres strictly to the CPA New Brunswick Code of Professional Conduct to identify and manage conflicts of interest. Before providing any services, e6 will conduct a thorough conflict check to ensure compliance with these professional standards. If a conflict of interest is identified that cannot be resolved in accordance with the CPA New Brunswick Code, e6 will be unable to proceed with the engagement. This process ensures that all services provided are

conducted with the highest level of integrity and professional responsibility. No fees will be charged for performing this conflict check.

9. **Termination:** Either party may terminate the agreement with 30 days' written notice. The client will compensate e6 for services rendered up to the date of termination.
10. **Force Majeure:** e6 is not liable for delays or non-performance caused by events beyond its reasonable control.
11. **Assignment:** Neither party may assign this agreement without the prior written consent of the other party.
12. **Successors and Assigns:** This agreement benefits and binds the parties and their respective successors and permitted assigns.
13. **Severability:** If any provision of this agreement is deemed unenforceable, it does not affect the enforceability of the remaining provisions.
14. **Governing Law:** This agreement is governed by the laws of New Brunswick and Canada, with the courts of New Brunswick having exclusive jurisdiction over any disputes.



Agreement Summary

Sender	e6 International Inc.
Sent Date	Tuesday, April 29, 2025 3:01 PM
Recipient	Fundy Albert
Effective Start Date	On Acceptance
Payment Authority	None
Payment Method	None
Document ID	prop_m7royzs2t4kqasiangja
Status	Awaiting Acceptance

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:
(by title)

SECOND READING:
(by title)

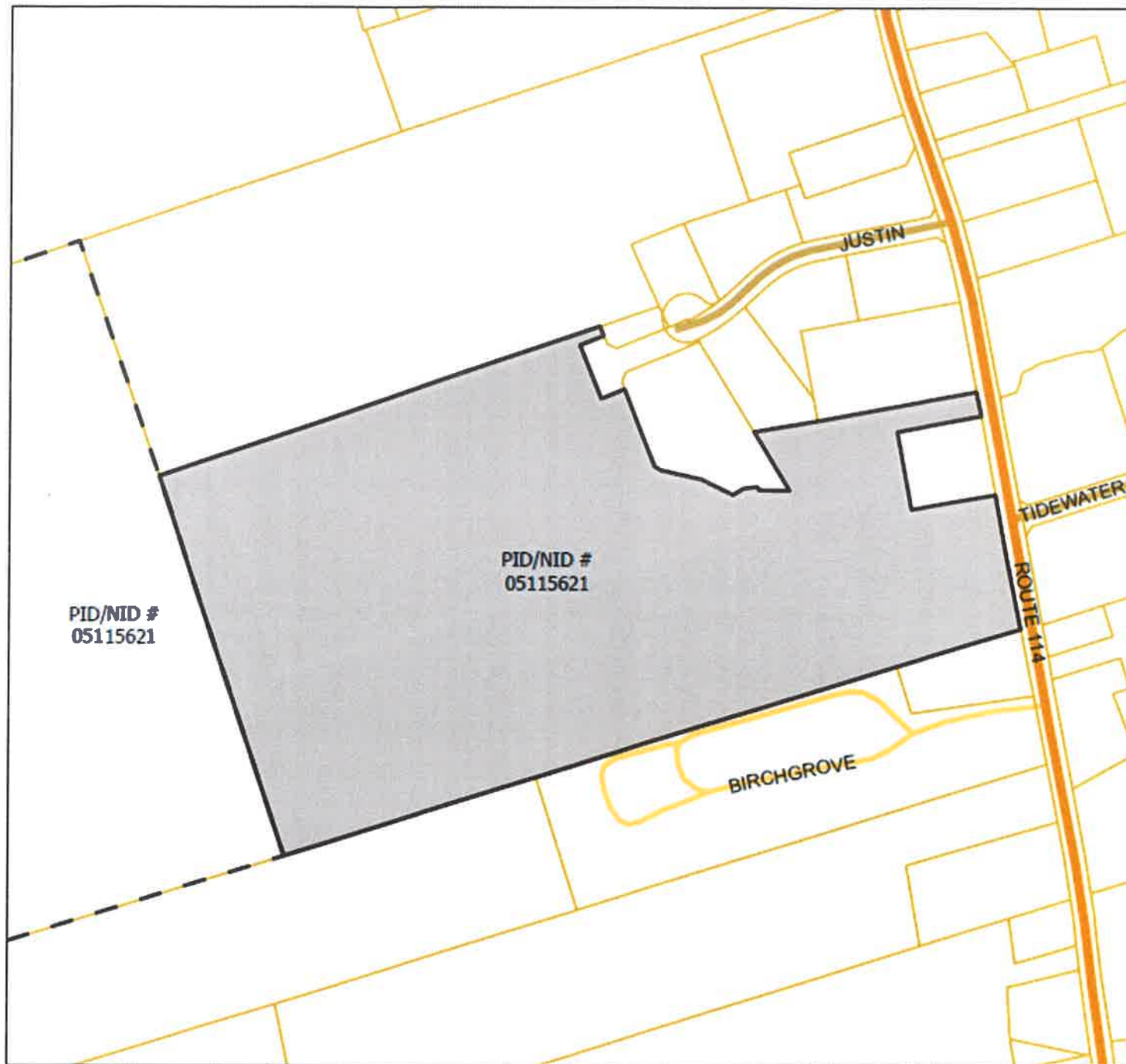
READING IN ITS ENTIRETY:

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

Notice of Motion – Councillor Elderkin

I am requesting to add to the regular council meeting agenda "Deputy Pay while acting as Mayor".

In the absence of the Mayor, and then the Deputy Mayor shortly thereafter I believe it should be a decision of Council if they wish to pay the Deputy Mayor the salary of the Mayor for the months of Feb., March and April 2025.

It was honorable for her to step up and she was completely committed while fulfilling the duties.

Motion

Whereas the Deputy Mayor was acting in the capacity of Mayor, I so move that Deputy Mayor Heather Ward Russell be compensated at the Mayor salary for the months of February, March and April 2025.