

Present: Mayor Campbell
Councillor Garden
Councillor Land
Councillor Jonah
Councillor Coates

Absent: Councillor Elderkin
Councillor Ward-Russell

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

CALL TO ORDER

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

ADOPTION OF AGENDA

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

- Closed Session - Local Governance Act, SNB 2017, 68(1)(j) labor and employment matters, and
- Local Governance Act, SNB 2017, 68(1)(c) information that could cause financial loss or gain to a person or the local government.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None declared.

PUBLIC PRESENTATIONS

5-minute presentation

Gillian Matheson and Jim Martin – Regarding rezoning

Ms. Matheson provided updates and clarifications following a public hearing related to a proposed mini-home park development. Key points include:

1. Water Assessment:

- An environmental engineer has completed a 72-hour pumping test indicating adequate water supply with no negative impact on the surrounding area.
- The formal report won't be ready before the zoning vote, but raw data is available

if needed.

2. Traffic Impact Study:

- DXP has been hired to perform the study.
- The consultant advised waiting until after tourist season to avoid inflated traffic counts.
- The study will proceed accordingly.

3. Concerns from Mr. Thompson (Tidewater Court):

- He raised issues about erosion and flooding conditions on Tidewater Court.
- The developers inspected the area and found that existing drainage issues are due to Thompson's own property design, not the development.
- The road lacks proper ditches (some are 12" deep).

4. Stormwater Management Plan:

- The proposed development will include retention ponds to manage runoff properly, as required for new private streets.

The developers are seeking formal support for rezoning to continue project development and, while reaffirming their commitment to environmental responsibility and regulatory compliance per Council and Plan 360.

Mayor Campbell asked if Council have any questions, and there were no questions.

Mayor Campbell thanked the presenters, and they exited the meeting.

INFORMATION ITEMS

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

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

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

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

Councillor Garden asked for confirmation about the scope of a report prepared by bylaw officers. Specifically, whether the report includes only issues related to unsightly premises, or if it would also list any other bylaw infractions if they existed. Per the Director, Legislative Services, the report pertains to unsightly premises only.

E6 Financial Update

Councillor Garden asked if a specific date as to when the 2023 audit will be done. Per the Director, Legislative Services, no, but the audit preparation is scheduled to start the first of July. Administration will connect with Ascend next week to confirm readiness. Paperwork will be submitted to Ascend, after which the responsibility shifts to Ascend. Ms. Beers advised some preliminary work, including sampling, had already been done previously, which is a positive.

COUNCIL DIRECTION REQUESTS

Community Investment Plan

The Treasurer presented the 2024–2028 Capital Investment Plan for Fundy Albert under the Canada Community-Building Fund (CCBF).

The CCBF is a federal funding program distributed through provinces and territories to municipalities for essential infrastructure projects. Fundy Albert has been allocated \$1,653,785 over four years. Projects were selected based on priorities identified in the community's Asset Management Plan, with support from Englobe Corp. engineers.

Proposed Projects:

1. Utility Gap Analysis (\$189,500):
To assess the current state and capacity of municipal infrastructure, support growth, and guide future expansion planning.
2. Fundy View Drive Storm Water Pipe Replacement (\$290,000):
To improve stormwater management in Alma, NB, reduce flood risk, and enhance infrastructure resilience.
3. Culvert Replacement on King Street (\$545,000):
To upgrade stormwater infrastructure in Riverside-Albert, reduce flooding, and support future road reconstruction under a 2027 provincial-municipal highway program.
4. Hillsborough Sanitary Sewer Upgrades (\$570,000):
To complete unfinished sewer upgrades on Mill Street and potentially extend to Academy Street, depending on budget capacity. Includes engineering and contingency.
5. School Street Storm Water Pipe Replacement – Phase I (\$59,285):
To address drainage issues near the coastal area in Alma, enhancing flood protection and environmental resilience.

Options for Council Consideration:

- Approve the Capital Investment Plan at the next scheduled meeting to secure funding and proceed with implementation.
- Direct Administration to Revise the Plan:
Council may instruct staff to redevelop an alternate capital investment plan.
- Risk of Delay:
If a capital investment plan is not submitted, annual CCBF payments will be withheld until the plan is approved and submitted.

Councillor Garden advised he is observing that much of the infrastructure spending appears to be focused in the former villages. **Councillor Garden** asked for confirmation on whether this is because the majority of the infrastructure is located in those areas. The Treasurer and Director, Operations confirmed yes, **Councillor Garden** is correct.

Councillor Garden asked where we are a little bit behind will receive the 2024 funding release. The Treasurer advised yes, however, it is contingent on approvals of the capital investment plan from the relevant authorities. Once approved, funding will be disbursed accordingly.

Councillor Land asked whether the figures provided are current numbers or projections for the year in which the project will actually be completed. The Director, Operations advised that the numbers are projected estimates based on current advice about expected costs. However, these figures may change over time due to factors like inflation. Mr. Barrett used the Hillsborough sanitary project as an example, where a scope change was required because of rising costs since it was first proposed. Similarly, future projects may also need adjustments as circumstances evolve.

Councillor Land asked whether the capital investment plan can be changed in future years, especially if council priorities shift or new needs arise. **Councillor Land** used the example of the possibility of taking over the playground in Lower Coverdale. The Treasurer clarified that capital investment plan under the Community Building Fund is flexible and can be changed over time, meaning the current plan is not fixed for the full five years.

Councillor Jonah advised he is pleased to see the Hillsborough sewage upgrade, emphasizing its urgency.

ADMINISTRATION REPORTS

Refer to the following reports:

[Director, Legislative Services](#)

Councillor Land advised he is concerned that delaying the tender award might push the project into next year, risking that the work won't be done in 2025. **Councillor Land** wishes to award the tender now, but with specific conditions, allowing the contractor to prepare and begin once the audit is complete.

Councillor Land also advised that chip seal suppliers are under heavy demand, with one plant already three times busier than last year, which could lead to delays if scheduling isn't secured soon.

The Director of Legislative Services clarified that the issue is not just the 2023 audit, the bank has confirmed that interim financing will not be provided until the 2024 audit is completed. Given this, Ms. Beers does not recommend awarding the tender at this time, as key financial requirements are not yet in place. However, Ms. Beers acknowledged that the final decision rests with council, and if council chooses to proceed at the July meeting, they have the authority to do so.

Mayor Campbell advised his concern is that if council proceeds too early, they might

commit to the project without having secured the necessary funding, potentially being forced to carry it out without sufficient resources. **Mayor Campbell** suggested waiting a couple more weeks to better assess the situation.

Councillor Garden asked whether the 2023 and 2024 audits would need completed prior to borrowing any money. The Director, Legislative Services advised the conversation specifically referred to Golf Club Road. However, this likely applies to all projects where financing is needed.

Director, Operations

Ms. Heather Cail (Water operator in charge) advised that the water leak has been found in Riverside-Albert, and she is hopeful the boil water advisory in at the school will be lifted by Friday, which coincides with the last day of school.

Operationally, there are a few issues:

- A 20-horsepower pump was recently installed, but the connected line is clogged with debris, requiring a solution for proper function.
 - New pumps (Alma) are expected to arrive soon.
 - There are ongoing concerns in Hillsborough, particularly with Water Exploration.
 - Well #3 has been turned on in Hillsborough, which may cause taste and odor issues due to high iron and manganese levels, but it's being run periodically to maintain well function.
- Overall, aside from a few operational challenges, things are going smoothly.

Councillor Land asked for more information regarding the Alma clogged pumps. **Councillor Jonah** asked about the Hillsborough Well #3.

Ms. Cail advised there is operational issues with the wastewater and water systems, particularly in Alma and Riverside-Albert.

- A pump in Alma was inefficient for too long, pumping septic waste into a plugged force main that's now completely blocked. Only one pump is running, which is inefficient and risky, if it fails, there's no backup.
- The team plans to disassemble the check valve, clean it, and try snaking the line. If that doesn't work, they'll bring in a vac truck to clear the blockage. The clogged section is estimated to be about 20 feet long.
- There is concern that these problems stem from delayed action, with the suggestion that the pumps and repairs should have been done much earlier.
- Staffing is an issue, workers are only available two days a week for water/wastewater, making it hard to keep up. The current approach feels like putting out fires one at a time.
- On the water side in Hillsborough, Well #3 was activated due to concerns about well capacity, but it may cause taste and odor issues due to high iron and manganese. They're trying to be proactive this year to avoid shortages like last summer.
- A broader concern was raised about data collection in lift stations, staff are recording

numbers but not analyzing them, likely due to short staffing, which could lead to missed warning signs.

Overall, there's a sense of urgency and frustration, with a call for more dedicated time, resources, and attention to maintain and improve critical infrastructure before it worsens.

Councillor Garden asked when Browns Paving is scheduled to begin padding and patching work in Alma. Director, Operations advised that padding and patching is to start the end of June in Riverside-Albert, followed by Alma. Director, Operations advised DTI will be patching Hillsborough streets mid-July.

Councillor Garden asked the Director, Operations, if there is a need for a fully dedicated Level II operator to ensure the necessary level of experience and expertise is consistently available. Mr. Barrett confirmed yes, there is a need.

Councillor Garden asked where there is the potential need for full upgrades to the lagoon and wastewater infrastructure in Alma, it may be better value to redirect the resources planned for Phase 3 of the current water project toward those wastewater system upgrades instead.

The Director, Operations advised, based on what he has seen, it would be wise to focus upgrade the wastewater system in Alma. Mr. Barrett referenced the gap analysis under the CCBF (Canada Community-Building Fund), which evaluates whether current infrastructure meets service demands and has additional capacity. Their assessment suggests that, while Alma is working towards a strong water system, its wastewater system needs improvement to match and support it.

Councillor Garden asked whether there is enough time to have the gap analysis completed before phase three is scheduled to start. The Director, Operations advised he can not answer that question. **Councillor Garden** asked the Director, of Legislative Services whether it is possible to rescope a project. Per Ms. Beers yes, you can rescope a project.

Mayor Campbell advised more discussion is needed.

Councillor Garden asked for an update regarding the lighting upgrades at the Alma Activity Centre. The Director, Operations advised the project was to be completed by June 20th, but progress appears behind schedule, and it's unlikely they'll finish on time. Attempts to contact the contractor have been unsuccessful so far. However, the work has started, and current efforts are being made to deconflict with upcoming rentals, ensuring that events won't be impacted despite some equipment still on-site.

Councillor Garden advised he received a call from a resident reporting that the bridge in Midway Germantown is complete and that DTI informed them it is now open to traffic. The Director, Operations advised he has not received any information on this.

Councillor Garden advised that the shoulder repairs on Bucket Hill were discussed with DTI, and DTI clarified that the municipality is responsible for them. The Director, Operations advised the project is scheduled for 2026 under the next PMHP. In preparation, discussions have begun with Englobe to start developing a tender package early. In the meantime, staff, along with summer students, will work on a temporary fix this year by placing riprap along the sides to fill existing holes and minimize further erosion.

Councillor Coates asked whether the three generators the Village own and if they are powerful enough to heat the buildings and support charging stations during emergencies. This inquiry stems from the February 2023 ice storm, during which the power was out for six to seven days. The concern is ensuring facilities are properly equipped to keep people warm and safe in extreme weather. The Director, Operations will provide **Councillor Coates** with a report and to submit to EMO for emergency preparedness planning.

Councillor Land asked whether there is an update on Pound Hill. The Director, Operations advised the shoulders are the municipality's responsibility. Although there's a one-year warranty, it was advised not to use it too early, as doing so might prevent addressing future issues later in the year. The plan is to temporarily fill the shoulders once more staff are available, and flaggers can be deployed. A full inspection will be done near the end of the warranty period to ensure any necessary repairs can still be covered. **Councillor Land** advised he is not concerned about the shoulders but the **drop** in one area that's expected to worsen over time. Although it was stated the area is within spec. **Councillor Land** disagreed, citing a noticeable dip and rise in the road that seems problematic. Mr. Barrett advised the engineers will inspect the site in the fall to reassess the issue.

Councillor Land asked whether the bills for the new water system in Alma have been paid yet. The Treasurer advised the contractor did break down the invoices. One payment has already been made, possibly just to Englobe for engineering services. Currently, the municipality is waiting on RDC to process a claim. Once that claim is approved, another payment will be issued. The initial payment was made to start the process. The Treasurer will email the breakdown with Council.

Councillor Land asked if there is an update on the Gray Brook trail bridge. The Director, Operations advised he is exploring funding opportunities with Trans Canada Trail to have a permanent fix.

Treasurer Report

Councillor Garden asked about the \$444,000 invoice that **Councillor Land** referred to was sent back to the contractor to request it be split into smaller parts. The Treasurer confirmed it was split into six bills, some of which were more up-to-date billing.

An additional invoice from Englobe for May, totaling approximately \$58,000 (including tax), has also been received.

An update on what has been paid and what has been reimbursed will be provided later. It was noted that a portion of the tax is recoverable.

Councillor Garden requested clarification regarding the receivables process, specifically related to disconnection notices. The Treasurer advised that the process for overdue payments begins when a customer owes for two quarters. At that point, the municipality sends statements and late notices, followed by a disconnection warning and then a disconnection notices if payment or arrangements aren't made within the given timeline. For businesses, staff typically call to give a heads-up before disconnection, which has helped in collecting payments. Additionally, efforts are ongoing to contact customers with older outstanding balances through phone calls to improve collections.

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

Councillor Garden suggested adding an additional column to the receivables report indicating which accounts are due for disconnection within the next 30 days. This would help council members stay informed about the situation and allow businesses or residents facing disconnection to reach out proactively to their Councillor for assistance or support. The Director, Legislative Services advised that staff will notify council when shut-off notices are being sent out, so if Councillors receive calls, they can direct residents or businesses to contact the office. Updates will be provided regularly, either by email or at council meetings, to keep everyone appropriately informed.

Councillor Land advised that the utility accounts for Alma, Hillsborough, and Riverside Albert, two have overdrafts, but Hillsborough does not. The Treasurer advised because Hillsborough has projects under ministerial orders that permit them to access interim financing.

Councillor Land asked whether the Alma utility and the \$444,000 bill (broken down) whether there is enough money in the bank account to cover that bill. The Treasurer advised that the plan is to pay the first portion of the bill as scheduled once the remittance from RDC is received. There is enough money in the utility account to cover the payment, provided the current cash flow continues as expected.

Councillor Jonah advised the notes in the comparative gross margin income statement were helpful in explaining significant differences.

Councillor Coates asked what the budget is for conferences. The Director, Legislative Services advised there is \$3,000 in that budget line and nothing has been spent to date.

MAYOR AND COUNCILLOR STATEMENTS AND INQUIRIES

Councillor Garden advised he attended several community events, including a neighborhood social hosted by CCRC with **Mayor Campbell** and **Councillor Coates**, and the Alma community cleanup day organized by the Alma Recreation Council, and the United Way, Day of Caring event which featured gardening, painting, and renovations that improved the former village of Alma.

Councillor Garden also provided a detailed update from Fundy National Park:

- The park had a strong season launch over the May long weekend despite some gloomy weather, with campgrounds full and high participation in interpretive programs.
- Visitor numbers remained strong with over 50,000 visitors and a 38% increase in overnight stays.
- Parks Canada is supporting Alma by providing a temporary water supply line to help with peak tourist season demand, running from late April to early November 2025.
- Interpretation programs resumed mid-May, and the park is celebrating its 75th anniversary with events including a tree planting ceremony and planned birthday celebrations in late July.
- An exhibition featuring local craft artists who created work inspired by the park is on display.
- A bilingual story trail experience for hikers focusing on Indigenous culture and nature is ongoing, featuring a children's book collaboration with Hillsborough Public Library.

Councillor Land congratulated the graduates and thanked the dedicated fire departments who keep our community safe whenever the need arises.

Councillor Jonah advised that the first Recreation Council Committee meeting was held last Wednesday, with representatives from Friends of Funday, Alma Rec Council, Codiac Cycling, Fundy Blades, and Minor Hockey attending. Updates were shared on the Hillsborough and Alma Canada Day events, both ready to proceed, Hillsborough's event starts at 6:30 PM at Ball Field, while Alma has a full-day schedule. Special thanks were given to Alma Rec Council for their strong community involvement. The meeting included informal discussions about each group's activities. The next committee meeting is scheduled for August 13th at the current location.

Councillor Coates advised he attended the Cape Enrage open house and noted significant improvements since the last visit. A concern was raised about planned work on Route 915 near New Horton, which will not occur this year due to land issues but may be done next summer. There was discussion with DTI about ensuring any closures are timed to avoid disrupting tourism.

On June 12, **Councillor Coates** attended a Zoom session on security at outdoor events

(e.g., preventing vehicle ramming), emphasizing the need for solid physical barriers at public events. A large turnout of 190 participants attended.

On June 16, he attended an EMO and Red Cross session on emergency shelters and municipal preparedness for events like snowstorms or power outages. He learned that in emergencies, the Red Cross can fully manage evacuations, including housing people elsewhere if needed.

He highlighted a past fire on Main Street, noting that the Red Cross assisted three families, despite misinformation on social media suggesting otherwise. He emphasized the importance of communication during emergencies.

Mayor Campbell provided the following update:

- Attended the CCRC social at Cape Enrage. The event was well-attended.
- Joined two Southeast Regional Service Commission committees: the Safety Committee and the Trails and Tourism Committees, hoping to improve engagement and bring more benefit to the region.
- Attended the Seniors' Expo hosted by Nursing Home Without Walls. It was extremely well-attended (over 200 people), with valuable presentations on healthcare and senior programs.
- Participated in a UMN meeting on Saturday. A key takeaway was the importance of finalizing the new Code of Conduct, which he confirmed has been completed and will be presented to Council at a later date.
- Spent time with the Director, Operations touring Fundy Albert, learning about infrastructure and operations. He found the experience highly informative and worthwhile.
- Gave interviews to CTV and the Times & Transcript regarding water consumption in Alma, noted his disappointment to the media for responding to negative stories while ignoring positive invitations, such as for the Seniors' Expo. He noted Derek Haggart was receptive and plans to stay in touch to potentially get coverage for Nursing Home Without Walls in the future.

PUBLIC STATEMENTS AND INQUIRIES

Ms. Kathy Weir asked whether the Riverside-Albert deficit that is noted will improve. The Treasurer advised she is monitoring it closely and improvements are expected in the coming months.

Ms. Weir advised CCRC will assign a representative to the Recreation Council, the Day of Caring was a successful event held in both Riverside-Albert and Alma with strong support from volunteers and companies like JDI, and Atlantic Lotto, the Lighthouse Relocation is scheduled for June 24 or 25, weather permitting. The bottom half will be placed on the property, and the top half will undergo window repairs before being reassembled, "Walk the Block" is a local walking initiative in Riverside-Albert for ParticipACTION month, sign-in at the corner store, there is

major infrastructure work underway with a large crane on-site at the Shepody Dam. It's seen as a significant agricultural and financial investment in Fundy Albert; Seniors Expo was a well-attended but noted that acoustic issues in the community center (too noisy for conversation) may warrant installing sound baffles. Suggested this could become a fundraiser project through CCRC or the broader community.

Ms. Weir emphasized the importance of attending meetings and sharing information transparently with the public and thanked the Village for putting reports out and keeping the community informed and noted the meeting venue (61 Academy Street) is a much better meeting venue for Council.

Councillor Jonah advised that the poor acoustics in the recreation center in Riverside-Albert is due to the high ceilings cause extreme echo, with sound "bouncing around" excessively, fixing it will require significant investment, not just a few sound baffles, the facility also lacks a proper sound system, which impacts public speaking and events, while acknowledging the community's history of successful fundraising for major projects **Councillor Jonah** emphasized the need to consult a sound engineer to assess the issue properly and propose an effective solution.

Ms. Heather Cail reminded everyone about the Walkerton water crisis documentary she shared via email, marking 25 years since the event. Ms. Cail advised there are more engineering firms than just Englobe, and it might be wise to bring in a "fresh set of eyes" for tasks like the gap analysis.

CLOSED SESSION

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Jonah** that Council have an in-camera session at 5:52 pm.

MOTION CARRIED (unanimously)

- Local Governance Act, SNB 2017, 68(1)(j) labor and employment matters, and
- Local Governance Act, SNB 2017, 68(1)(c) information that could cause financial loss or gain to a person or the local government.

IT WAS MOVED by **Councillor Coates** and **SECONDED** by **Councillor Garden** to return to the regular session at 6:46 pm

MOTION CARRIED (unanimously)

ADJOURNMENT

IT WAS MOVED by **Councillor Land** **THAT** the meeting be adjourned at 6:46 pm.

Mayor

Clerk