

1. Call to Order

2. Adoption of Agenda

3. Conflict of Interest Declarations

4. Public Presentations

4.1 Alicia O'Hara - Geothermal Greenhouse Project at Caledonia Regional High School

4.2 Plan 360 – Rezoning Application

5. Information Items

5.1 Maritime By-Law Enforcement Services Report

5.2 E6 Financial Update

5.3 Fire Department Quarterly Reports (Riverside-Albert, Riverview, Hillsborough, and Alma)

5.4 NB SPCA Quarterly Report

6. Council Direction Requests

6.1 Code of Conduct By-Law

6.2 EMO agreement between the Village and the Kiwanis

6.3 Upcoming Council Meeting Schedule

6.4 Service Connection –Hillsborough

6.5 Fleet Management – Bobcat Snow Blower

7. Departmental Reports

7.1 Legislative Services

7.2 Operations

7.3 Financial services

8. Mayor and Council Statement and Inquiries

9. Public Statements and Inquiries

10. Closed Session

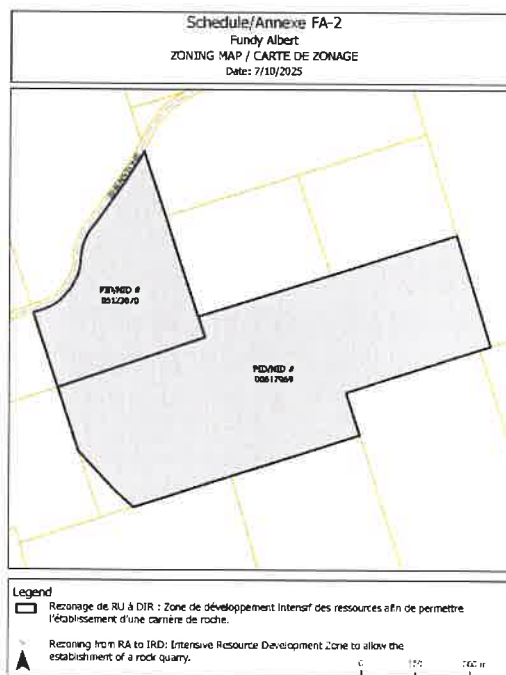
11. Adjournment

PRELIMINARY COUNCIL REPORT

Subject: Rezoning from RA to IRD
File: 25-0923
Meeting date: July 15, 2025
From: Oscar Chappe, Planner; Caleb Babin, Planner

Applicant: 681884 N.B. Ltd.
Owner: 681884 N.B. Ltd. And Waldow Farms Ltd.
Location: Shenstone road
PID: 05123070 and 00617969
Dimension of lot : 14.99 ha and 40.47 ha
Services available: None
Current zoning: RA – Rural Area and WP-Water Protection (Zone C)
Proposed zoning: Intensive Resource Development Zone - IRD

Request : Rezoning from Rural Area (RA) to Intensive Resource Development (IRD) to permit a quarry



DISCUSSION

Request

Our office has received a rezoning application from 681884 N.B. Ltd. for the properties identified as PID 05123070 and PID 00617969. The request is to rezone the lands from the Rural Area Zone to the Intensive Resource Development Zone to allow for the establishment of a rock quarry. The properties are located within the municipality of Fundy Albert (former Hillsborough LSD), along Shenstone Road, a public non-maintained road, with Shenstone road in turn being accessed via Route 910. The proposed operation will include blasting activities.

The following list of figures has been attached to this report:

- 1- **Map of current zoning**
- 2- **Satellite imagery**
- 3- **Site plan**
- 4- **Access point**
- 5- **Site photos**

Context

The subject lands encompassing PID 05123070 and PID 00617969 are situated in a mountainous valley between the rural communities of Baltimore and Shenstone. This valley is in turn situated within the Caledonia highlands, surrounded by Solomon Hill to the north, Jonah Hill to the west, and Caledonia Mountain to the South. A Mode-A/C radar operated by NAV Canada is situated on the most elevated portion of Caledonia Mountain. NAV Canada will be upgrading the radar to function between Mode-S and Mode A/C sometime before 2028. The Quarry is extracting aggregate towards the base of Caledonia Mountain. Shenstone Road is impassible to larger vehicles between the quarry and Shenstone, whilst it has in recent years been widened by the applicant from its access along Route 910 near Baltimore to enable the transportation of aggregate in dump trucks.

On June 6, 2025, Ms. Cindy Lee representing 681884 N.B. Ltd. contacted staff to discuss a potential rezoning of PID 05123070 and PID 00617969 to permit a rock quarry, citing "historical use of the site". Preliminary information was shared regarding compliance with pit and quarry operation standards, including setbacks, access routes and environmental protection measures. To date, there has not been any record presented of the site being used as a quarry prior to the extraction operations initiated by 681884 N.B. Ltd.

The formal rezoning application was submitted on June 14, along with signed forms and a to-scale site plan. The applicant confirmed that existing access will be used, no new roads are planned near waterways, and truck traffic is estimated at 15–20 trips per day. A crusher spread is planned, but no asphalt plant or permanent structures are proposed. Blasting is expected to occur 1–2 times a year, and the site will be visually buffered by the forest and surrounding mountains. Recent site visits suggest the quarry has been active over the past few years through stripping, crushing, and aggregate production. Based on satellite imagery, activity appears to have begun around July 2023.

PLANNING CONSIDERATIONS

Planning Staff has identified the following preliminary considerations and consulted with the appropriate provincial departments:

Protection of Natural Environment

There appear to be natural features (such as watercourses and wetlands) on the subject properties. According to the applicant, no extraction will take place within 30 metres of any watercourses (see attached site plan). Since this is an aggregate quarry, staff understands the operation will be subject to Department of Environment and Local Government (DELG) Approval to Operate under the Rock Quarry Siting Standards. Whether an Environmental Impact Assessment under the Mining Act is required will be determined by DELG.

Additionally, the operation is reportedly located above the water table. The applicant has committed to implementing erosion and sediment control (ESC) measures, including slope stabilization using silt fences, natural vegetation, hay bales, and regular site inspections following rainfall.

It is also important to note that a portion of PID 00617969 is zoned under the Water Protection designation (Zone C) and is located near Turtle Creek, the watershed area for the City of Moncton's drinking water supply. While the proposed extraction activities appear to be outside the watershed boundary, the site is in close proximity to this sensitive area.

Transportation

The existing quarry operation currently uses Shenstone Road, which is a public non-maintained road, as well as a secondary private access located in the southeastern portion of PID 00617969 via Caledonia Mountain Road and PID 05002381. It also appears that an additional access route crosses a parcel of Crown land (PID 05009139), which was not identified by the applicant. The applicant anticipates daily truck traffic ranging from 15 to 20 vehicles. Transportation derived from the proposed quarry is expected to share Route 910 with seasonal agriculture-derived traffic generated from the nearby harvest of blueberries. The proximity to a Mode-A/C radar operated by NAV Canada may impact Canada's civil air navigation system, however this has yet to be determined due to

Conflict with Residential Uses

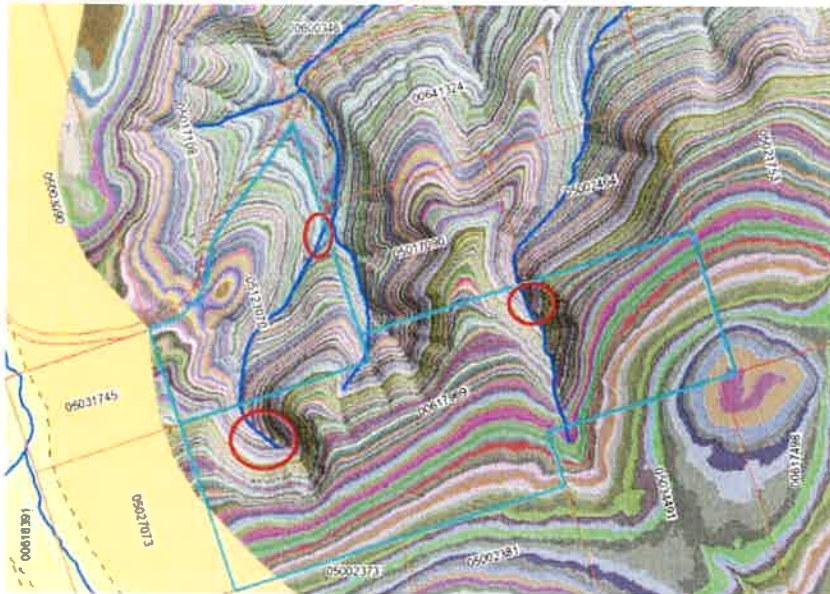
There are no residential properties directly adjacent to the quarry operation. Based on the site plan and a Google Maps review, the nearest dwellings are approximately 700m to the south on Caledonia Mountain Road. Although blasting may occur 1-2 times per year, given the remote location and absence of nearby residences, conflicts in the immediate vicinity of the quarry with residential uses appear to be minimal. However, the increase in trucking needed to transport aggregate may result in nuisance or aesthetic impacts to properties along transport routes.

Agriculture

There is no indication that the subject properties are currently used for agricultural purposes. The proposed rezoning and quarry expansion are not anticipated to directly conflict with existing agricultural operations identified approximately 1.5km from the subject quarry.

Department of Environment and Local Government - Watercourse and Wetland Alteration Branch (WAWA)

The WAWA Branch offers the following comments: There appear to be natural features, such as watercourses and wetlands, on the subject properties. According to the Department of Environment and Local Government (DELG), there may be potential wetlands along the watercourse on PID 00617969 and PID 05123070. The applicant has submitted drone images of the sites, with the areas of interest outlined in red. These images will be reviewed and analyzed by the Department to assist in the assessment of potential wetland presence and delineation.



Department of Environment and Local Government - DELG's Authorizations Branch

According to the Department of Environment and Local Government's Authorizations Branch, a Ministerial Order is currently being prepared to require the company to cease all operations on PID 00617969, following a blast that occurred on June 12, 2025, without a valid Approval to Operate.

Despite this, the Authorizations Branch does not object to the proposed rezoning of PID 00617969 to the Intensive Resource Development Zone to allow for the establishment of a rock quarry.

Department of Environment and Local Government - Department of Agriculture, Aquaculture and Fisheries

According to the Department of Agriculture, Aquaculture and Fisheries (DAAF), there is an active wild blueberry farm located approximately 1.5 km away. While no significant issues are anticipated, there may be increased traffic (e.g., tractors, trucks) in the area during the harvest season in August.

Department of Environment and Local Government - Air Sciences Section

According to the Department of Air Sciences, quarry operations may generate dust and noise that could affect nearby residents. These emissions can result not only from the extraction and processing of rock but also from truck traffic. While the project may not necessarily trigger additional regulatory actions from this Department, some residual levels of dust and noise are expected to remain despite any mitigation measures or regulatory controls. Although these emissions are not considered significant from an environmental impact standpoint,

they may still cause aesthetic or nuisance impacts to neighbouring properties and those located along the access routes.

Department of Environment and Local Government - Healthy Environments Branch

According to the Healthy Environments Branch, there are no wellfields in proximity to the subject properties, and the Branch has no concerns with the proposed rezoning. However, a small portion of PID 00617969 is located within Area C of the Turtle Creek Watershed, a protected public water supply system for the City of Moncton. As per Section 7(h) of the Watershed Protected Area Designation Order, aggregate extraction and crushing are permitted in Area C, provided that washing, grading, and other secondary processing do not occur.

Staff from the Healthy Environments Branch indicated that an Approval to Operate under the Clean Air Act may be required, depending on the nature of blasting activities. In addition, the applicant must ensure conformity with the required setbacks and regulatory standards outlined in the Rock Quarry Siting Standard and the Guidelines for the Extraction of Consolidated Rock.

Department of Tourism, Heritage and Culture – Archaeology and Heritage Branch

The Archaeology and Heritage Branch has reviewed the notice of planned work and has no concerns or comments at this time. However, in the event of an accidental discovery of archaeological resources during any ground-disturbing activities, the proponent is reminded that, under Section 9 of the Heritage Conservation Act, all work must cease immediately and the Branch must be notified.

Department of Transportation and Infrastructure (DTI)

At this stage, the Department of Transportation and Infrastructure (DTI) has not provided comments regarding the recent improvements made to the access road. It remains unclear whether the Department considers the upgraded road sufficient and whether access from the public road will be officially permitted. Their feedback is considered essential to assess the project's overall viability and compliance with transportation infrastructure standards.

NAV CANADA

NAV CANADA objects to blasting activities at the proposed quarry site due to its proximity to a radar installation located at approximately 45°51'17.01" N / 64°47'31.18" W, which is critical for aeronautical safety. The site is operated by NAV CANADA and any blasting in the area requires a detailed technical review.

Despite prior requests, the applicant has not submitted the required blasting submission form, multiple obstacle spreadsheet, coordinates of the site boundary, blasting heights, anticipated operating hours, number and duration of blasts, or information on proposed structures and clearing activities that may affect access to NAV CANADA's infrastructure.

Until all requested information is provided and assessed, NAV CANADA maintains its objection to the proposed blasting.

POLICIES

PART B: POLICIES

8. Natural Resources

8.1 Policies

- a) It is policy that development on Crown land be consistent with Section 129 of the Act.
- b) It is a policy to recognize resource-related uses as the intended primary use of land throughout the planning area.
- c) It is a policy to require resource-related developments to employ best management practices to minimize environmental degradation in the Planning Area.
- d) It is a policy that pits and associated uses shall be considered Intensive Resource Developments and shall be zoned as such.
- e) It is a policy to recognize that temporary mobile asphalt plants used on a seasonal as-needed basis are compatible with resource extraction uses.
- f) It is a policy to recognize that quarries that employ blasting, permanent asphalt plants, and landfills are intensive land uses with respect to heavy truck traffic, noise, and air and water quality, and are not compatible with residential and conservation uses. As such, these
uses shall be considered on a case-by-case basis through a specific proposal
rezoning to the Intensive Resource Development zone.
- g) It is a policy that quarries that employ blasting are subject to Department of Environment approval to operate.

ZONING REGULATIONS

Intensive Resource Development (IRD) Zone

4.5.1. In an Intensive Resource Development Zone, any land, building, or structure may be used for the purpose of :

a) One or more of the following main uses:

- i. Resource-related uses;
- ii. Resource extraction subject to Section 4.4.2;
- iii. A quarry;
- iv. Recreation uses;
- v. Agricultural uses subject to Subsection 3.12;
- vi. Aquaculture uses;
- vii. Wind turbines subject to Section 3.13;
- viii. A camp subject to Section 3.14;
- ix. A salvage yard subject to Section 3.18;
- x. Light and intensive commercial uses subject to Section 3.19;
- xi. Light industrial uses;
- xii. A water bottling operation;
- xiii. An asphalt plant; and
- xiv. An abattoir
- xv. A landfill

b) One or more buildings, structures or accessory uses related to the main use of the land, building or structure

“quarry” means a resource extraction operation that uses explosives to extract consolidated rock (carrière);

COUNCIL'S OPTIONS

A resolution will be presented to the council at the August 5th, 2025, council meeting where the council may choose to:

1. Council may proceed with public process. This process consists of three parts:
 - a. A report will be written and presented to the Southeast Planning Review Committee.
 - i. This report will include the details of the request as well as a recommendation from the commission staff. The committee can accept the staff recommendation, or it can change it. This recommendation will be given to the council in writing.
 - b. A public hearing
 - i. The public hearing gives the citizens of Fundy Albert the opportunity to give their comments on the rezoning
 - c. After having fully analyzed the file, the council can then decide to accept the request or refuse it at any of the three readings of the proposed by-law.
2. The council may refuse to proceed with the request, if it does not agree with the project. In this case, the process is complete.
3. Council may postpone this file and wait for more information to be provided before setting public hearing dates and seeking advice from the Southeast Planning Review Committee.

STAFF RECOMMENDATION

In general, the proposed location for the quarry appears to be appropriate. However, several important questions remain unanswered at this stage, particularly regarding environmental impacts, road access and potential concerns raised by NAV CANADA.

Given the outstanding nature of these issues, staff recommends that the application not proceed further until satisfactory responses and documentation have been received and reviewed.

Figures

1) Map of current zoning

Figure 1 - Rural and Water Protection (Zone C) Zoning



2) Satellite imagery

Figure 2 - GEONB with Elevation, Terrain, Watercourses, Public Highways, Communities layers ACTIVE and added points of interest

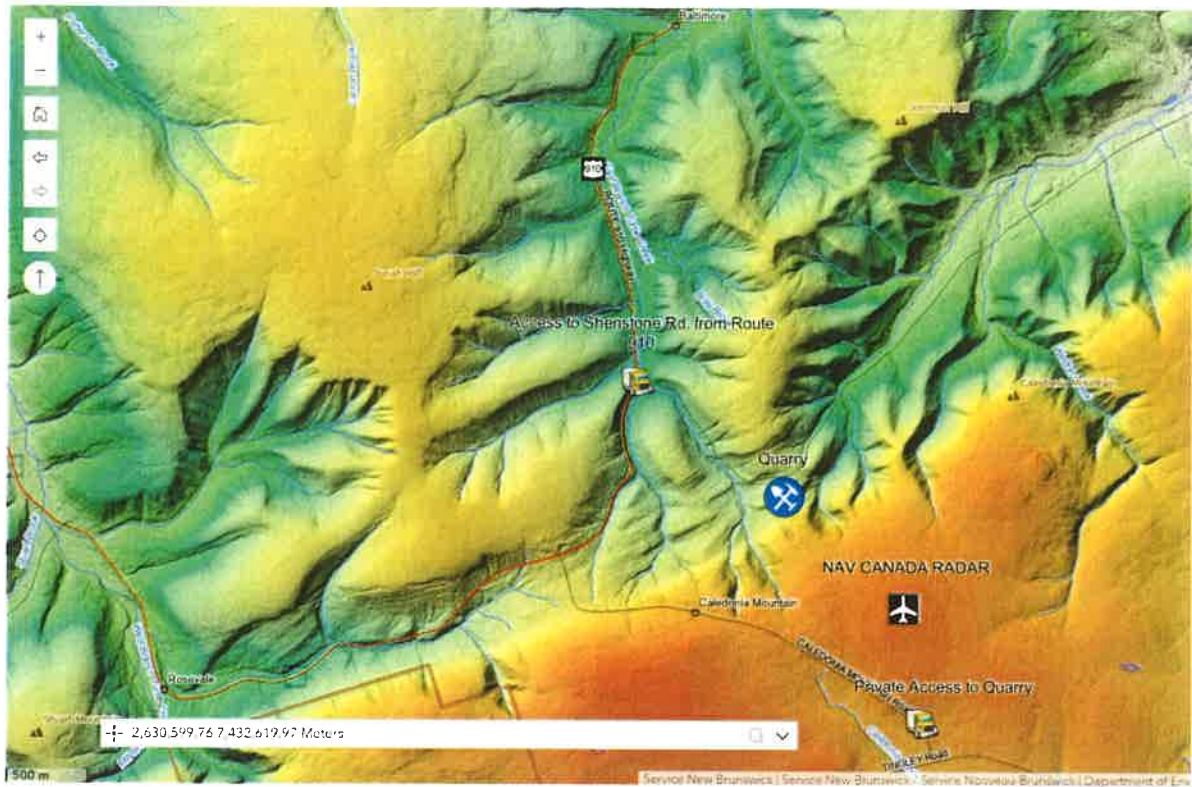


Figure 3 - July 2023 satellite imagery

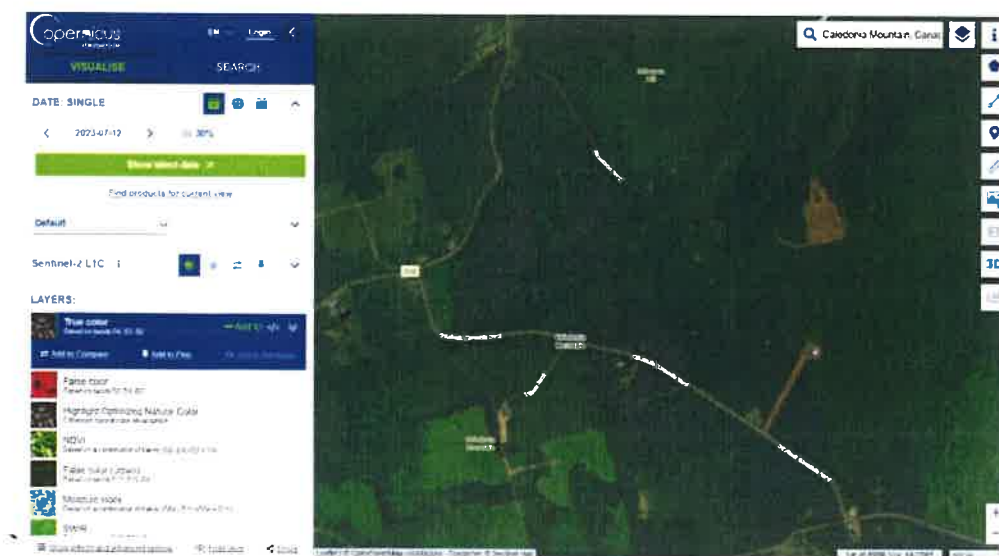
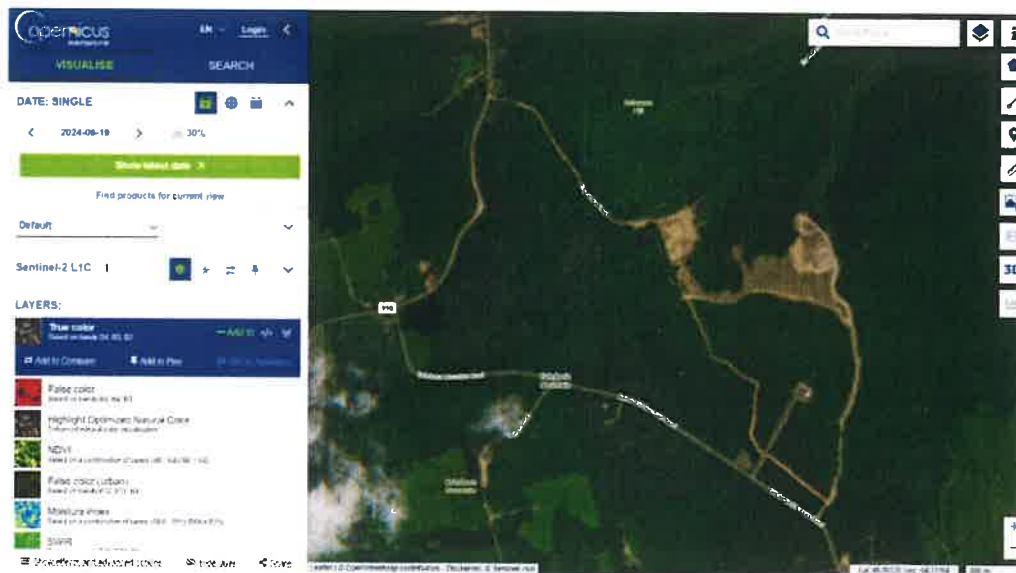


Figure 4- October 2023 satellite imagery



Figure 5 - June 2024 satellite imagery



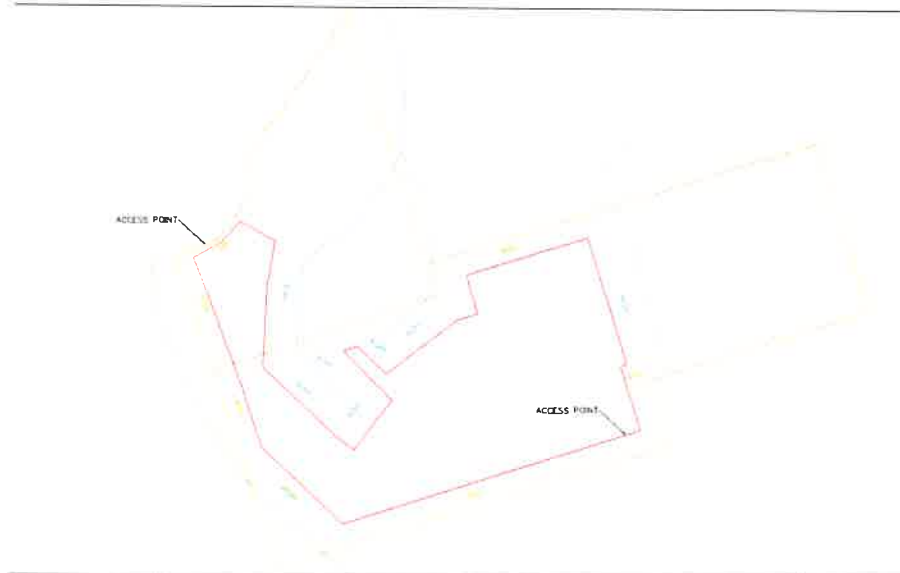
3) Site Plan

Figure 6 - Site plan provided by applicant



4) Access Points

Figure 7 - Access points indicated by applicant



5) Site Photos

Shenstone road from Route 910

Figure 8 - Shenstone road viewed from Route 910



Figure 9 - Quarry viewed from Shenstone Road



Meeting of the Fundy Albert Council on August 5th, 2025, for by-law 25-WAP-069-FA-2

MOTION

Moved by: COUNCILLOR

Seconded by: COUNCILLOR

WHEREAS Council received a request from 681884 N.B. Ltd. for a rezoning of the properties located on Shenstone Road and bearing PID 05123070 and 00617969 from Rural Area Zone (RA) to the Intensive Resource Development Zone (IRD) to permit a quarry.

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 **September 9th**, in the Council Chambers at **6:00pm**;
- d) The Clerk, in name and on behalf of Council, will request the views of the Southeast Regional Service Commission, **with an extension to August 27, 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.

PROPOSED TIMELINE_v2

By-Law 21-WAP-069-FA-02

**Rezoning : Rezoning from Rural Area (RA) to Intensive Resource Development (IRD)
to permit a quarry**

Prepared by : Phil Robichaud

	Étapes / Steps	Date	LSU / CPA	Notes
1	Presentation to Council	July 15th		Request opinion of Council on the By-Law.
2	Resolution from council to initiation the process.	Aug. 05, 2025	110(1) 111(1)	Set date for notices and public hearing
3	Southeast Planning Review and Adjustment Committee report submitted.	Aug. 20, 2025	NA	
4	Southeast Planning Review and Adjustment Committee meeting	Aug. 27, 2025	110	Requirements for all amendments to zoning by-laws.
5	Notices sent to neighboring property owners within a 100-meter radius – Notice of Public hearing	Aug. 12, 2025	111(9)	Notice must be given a minimum of 21 days
6	Municipal website – Notice of Public hearing	Aug. 12, 2025	111(1)(b)(i)	Notice must be given a minimum of 21 days
7	Council Report Submitted	Sept. 02, 2025	NA	1 week before public hearing
8	Public Hearing	Sept. 09, 2025	111(1)(a)	1 st and 2 nd reading by title by the Council.
9	Regular Council Meeting	Oct.07, 2025	NA	For last readings and adoption.
10	Registration	TBD	26(2) 54(2)	

BY-LAW NO. 25-WAP-069-FA-2
A BY-LAW TO AMEND MINISTERIAL REGULATION 21-WAP-069-00
THE WESTMORLAND-ALBERT PLANNING AREA RURAL PLAN REGULATION

The Council of the Rural Community 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 June 20, 2025, attached hereto as Schedule FA-2.

FIRST READING: DATE
(by title)

SECOND READING: DATE
(by title)

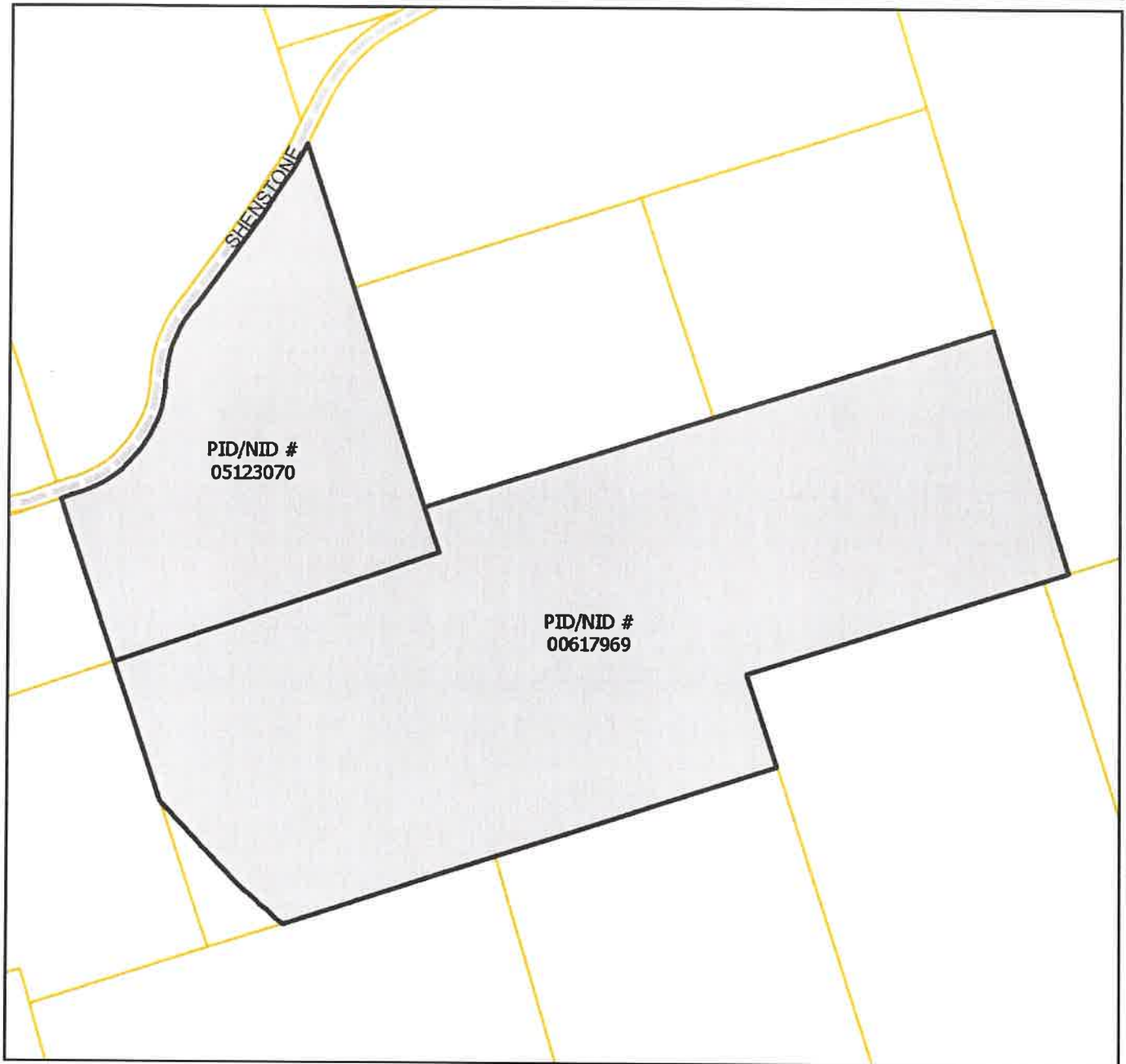
READING IN ITS ENTIRETY: DATE

THIRD READING
(by title) AND PASSED: DATE

Mayor

Clerk

Schedule/Annexe FA-2
Fundy Albert
ZONING MAP / CARTE DE ZONAGE
Date: 7/10/2025



Legend



Rezoning de RU à DIR : Zone de développement intensif des ressources afin de permettre l'établissement d'une carrière de roche.



Rezoning from RA to IRD: Intensive Resource Development Zone to allow the establishment of a rock quarry.

0 150 300 m

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

CONSIDERING THAT 681884 N.B. Ltd has made an application to rezone the properties bearing PID 00617969 and 05123070 to the IRD zone –Intensive Resource Development Zone to allow the establishment of a rock quarry.

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

IT IS RESOLVED THAT:

Jim Campbell, Mayor

Kim Beers, Legislative Services Director/Clerk

SOLEMN DECLARATION

BY-LAW NO. 25-WAP-069-FA-2

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

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

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

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

Declared before me at the _____)

Rural Community of Fundy Albert, _____)

County of Albert and Province _____)

of New Brunswick, this ____ day _____)

of _____, A.D., 2025. _____)

Clerk

Commissioner of Oaths

Monthly Report, Hillsborough, NB

June 2025

Jacob Bolton & Colleen Quigg, Maritime Enforcement

MON	TUE	WED	THU	FRI	SAT	SUN
						1

2	3	4	5	6 Jacob	7	8
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Organize all files

Have all files properly scanned and situated

Review and separate files into categories for upcoming inspections

Prepare files in a priority order

9	10	11	12	13 Jacob/Colleen	14	15
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Colleen and Jacob review each file to become familiar with each file

Speak with Derrick to gain additional

information on
some of the open
files

Meeting with Kim.
Jordan, Colleen,
Jacob in
Hillsborough

Inspection at
property in Ward 2

Paperwork on
inspection (second
inspection is July
12, 2025)

16

17

18

19 Colleen

20 Jacob

21

22

Letter of inspection
to Ward 2 Property

Build warrant for
Ward 3 property

Letter of inspection
to Ward 1 Property

See Derrick for
affidavits signed

Letter of inspection
to Ward 4 property

Prepare document
to be signed and
create note page for

Inspection at Ward
6 Property and
reports

Jordan to have
warrant signed

Update files with
letters and organize
physical files with
new information

Patrol to see
property at Ward 3
property

Letter of inspection to Ward 2 Property

Inspection at Ward 4 Property inspection and reports

Contact contractors for cleanup at Ward 3 Property

Schedule Officers and notify RCMP for cleanup at Ward 3 property

July 3rd
Jacob/Colleen

Cleanup at Ward 3 property

Inspection at Ward 1 property (Second inspection is July 31st, 2025)

Audit Remediation – Progress Update

July 9, 2025

Progress continues on the audit remediation process with several key milestones completed and a clear plan in place to finalize outstanding items. Below is a summary of work completed to date and next steps.

Completed Work

1. 2022 Review

All 2022 working papers have been reviewed to ensure they reconcile with the final financial statements. This includes confirming that schedules and supporting documentation accurately reflect reported figures. This was critical to ensuring 2023 started with accurate balances.

2. Final Draft Updates

The final draft of the working papers has been updated to incorporate reconciliations and adjustments across the following key areas:

- Interfund balances
- Revenue and expense accounts
- Debentures
- Deferred revenues
- Cash and prepaids

3. 2023 Review in Progress

Christien is currently reviewing the 2023 working papers to verify completeness and ensure alignment with trial balances. This includes checking that all balances are properly supported and that documentation is consistent with ledger data.

Remaining Items

4. Identify and Complete Adjustments (as required) - Lori

Any outstanding adjustments identified during the 2023 review will be documented and reflected in the working papers.

5. Compile Audit Package - Lori

Once the review and adjustments are finalized, the full audit package will be compiled, including financial statements, working papers, and supporting documentation.

6. Transfer Files to Auditors

Following internal review and approval, the complete audit package will be transferred to the external auditors for their examination.

2025 Quarterly Report- Riverview Fire and Rescue

	Riverview Fire & Rescue				Hillsborough Fire Department				Riverside Albert Fire Department			
	JAN-MAR	APR-JUNE	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEPT	OCT-DEC
Structure Fires	1	0										
Fires (Other - Chimney, Electrical)	1	0										
False Alarms (Malicious)	0	0										
Alarms (No Fire - Residential or Commercial)	1	3										
Vehicle Accidents, Water/Special Rescue	4	3										
Public Hazards (spills, gas leaks etc.)	1	2										
Public Assistance Miscellaneous	0	0										
Vehicle Fires	0	0										
Grass/Brush Fires.	0	0										
Mutual Aid Provided	0	0										
Medical First Responder incidents	26	15										

Notes: Riverview Fire and Rescue

The newly received Squad 10 is now in service replacing Rescue 10. RFR gains 1000 gallons of water with this replacement. The department also now has full auto extrication, rope rescue and confined space gear on the lead engine, enhancing response times for technical rescues.

Tanker 13 goes into service on July 10th, replacing Engine 13. RFR gains 2000 gallons of water with this replacement. The department has thus increased our capacity to combat fire in areas that do not have fire hydrants. Outside of Lower Coverdale, the services of both apparatus are available to Fundy Albert through our Mutual Aid Agreement.

Engine 13 and Rescue 10 will be offered to Fundy Albert and Salisbury in the coming weeks through a bid process (as per policy approved by the TOR).

Incidents per Month for Alma Fire Department (2025-04-01-2025-07-01) Include Response Codes 91-96 (Training, Meeting, Voluntary, Maintenance, Administrative, On Call): No / Non		Apr 2025	May 2025	Jun 2025	Total 2025
Chimney Fire [13]		1			1
Total Fire [10-19]		1			1
Rescue - Miscellaneous [30]		1		1	2
Vehicle Accident [31]				1	1
Total Rescue or Resuscitation call [30-39]		1		2	3
Public Hazard - power line down / utility pole hazard [43]		1			1
Total Public hazard [40-49]		1			1
Gas Leak - propane [51]			1		1
Total Gas leak [50-59]			1		1
Public Service - citizens locked in or out [60]			1		1
Public Service - first aid [62]			1	1	2
Public Service - assist police or other agency [63]				1	1
Public Service - mutual aid [65]		2	1		3
Public Service - animal rescue [66]		1			1
Total Public services [60-69]		3	3	2	8
Alma Fire Department (2025-04-01-2025-07-01)		6	4	4	14



New Brunswick SPCA Dog Patrol Summary

For Apr 01 2025 to Jun 30 2025

Contract: Fundy Albert

Printed by: New Brunswick SPCA

Printed on: July 02 2025 2:56 pm

Total # of DCO Investigations: 2

Total # of DCO Patrols: 10

of Investigations by Animal Class:

Dog 2

Other 1

of Investigations by Investigation Type:

Barking Dog 1

Dog at large 1

of Investigations by Validity Type:

Founded 2

of Investigations by File Disposition:

Founded 1

Warn-Verbal 1

of Closed Investigations: 2

of Investigations by Important Date Category:

Total Animals by Species:

	Number	Removed	Returned	Surrendered	Abandon	Euthanized
Dog	3	0	0	0	0	0
Rodent	30	0	0	0	0	0
Total	33	0	0	0	0	0



COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session		
From	Kim Beers		
Date	July 15, 2025		
Subject	Code of Conduct By-Law		
Presenters (if applicable)	N/A		
Length of Presentation (if applicable)	N/A		
Type	Public	Private	✓ Committee of the Whole

PROPOSAL

For Council to approve By-Law No. 2025-02, A Code of Conduct By-Law for the Council of Fundy Albert.

BACKGROUND

At the time of amalgamation, the Province of New Brunswick Local Governance department issued By-Law No. 2022-02, A Code of Conduct By-Law for the Council of Fundy Albert. In August of 2024, staff received new regulations from the province that need to be included in the Code of Conduct By-Law.

DISCUSSION

Staff reviewed the regulations, which have been included in By-Law No. 2025-02 Code of Conduct of By-Law. Regulation 2024-08 was provided to all Municipalities across the province and are in addition to section 10(2)(b) of the Local Governance Act which authorizes and required local governments to establish a Code of Conduct. Sections 3-6 of the Regulation indicates what is required within a Code of Conduct By-Law. Schedule A of By-Law No. 2025-02 outlines the full formal complaint process to be followed upon receipt of a complaint.

RECOMMENDATION

It is recommended that Council consider first and second reading of By-Law No. 2025-02 Code of Conduct By-Law at the Regular Council Meeting of August 5, 2025.

OTHER OPTIONS

1. Do not approve By-Law No. 2025-02 A Code of Conduct By-Law for Council of Fundy Albert. The Local Governance Act requires a Code of Conduct By-Law for Municipalities, including the updated regulations. Should Council choose not to approve the By-Law, direction must be given to Staff on what recommended changes Council need prior to approval.

RISK ANALYSIS

CONSIDERATIONS

Legal	Reviewed by the Municipal Solicitor
Financial	The cost associated with a Code of Conduct Complaint will be discussed at budget time and should come from the Human Resources general budget line item.
Environmental	NA
Policy	By-Law 2022-02 Code of Conduct By-Law for Fundy Albert Local Governance Act NB & Regulation 2024-48
Stakeholders	Elected Officials must adhere to the parameters within the Code of Conduct By-Law which provides standards for the conduct of all Members of Council relating to their roles and responsibilities.
Community Sensitivities	NA
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	Draft By-Law No. 2025-02 Code of Conduct By-Law Memo from Jennifer Wilkins, Assistant Deputy Minister Local Government Regulation 2024-48
Consultation	Legal review
Intergovernmental considerations	Interaction with other levels of government (provincial regulations)



BY-LAW NO. 2025-02
A CODE OF CONDUCT BY-LAW FOR THE COUNCIL OF FUNDY ALBERT

BE IT ENACTED by the Council of Fundy Albert under the authority vested in it by the *Local Governance Act*, S.N.B. 2017, c.18 as follows:

1. SHORT TITLE

- a) This By-law will be cited as the "Council Code of Conduct".

2. DEFINITIONS

- a) "Act" means the *Local Governance Act*, S.N.B. 2017, c.18;
- b) "CAO" means the Chief Administrative Officer for Fundy Albert;
- c) "Complaint" means the complaint made in accordance with this By-Law;
- d) "Confidential" or "Confidential Information" includes all information that may cause harm to any other Councillor, any officer or employee of Fundy Albert or other entity or individual if improperly disclosed or any other information which is not otherwise publicly available and includes, without limiting, any aspect of in-camera deliberations in accordance with Section 68(1) of the Act, information identified as confidential within the provisions of the Right to Information and Protection of Privacy Act and information subject to solicitor-client privilege;
- e) "Council" means all members of Council duly elected and holding office;
- f) "Councillor" means any member of Council including the Mayor and Deputy Mayor;
- g) "Fundy Albert Property" means Fundy Albert's financial and non-financial assets including but not limited to land, vehicles, equipment, electronic devices and documents;
- h) "Officer" means an employee of Fundy Albert that reports directly to the CAO and may carry some delegated or designated duties of the CAO.

3. APPLICATION AND PURPOSE

- a) This Council Code of Conduct applies to all Councillors.
- b) The purpose of this Council Code of Conduct is to provide standards for the conduct of Councillors relating to their roles and responsibilities as elected officials of the municipality of Fundy Albert in order to ensure that Councillors share a common basis and understanding for acceptable conduct extending beyond the legislative provisions governing the conduct of Councillors.

4. INTERPRETATION AND SCOPE

- a) This Council Code of Conduct provides a framework to guide ethical conduct in a way that upholds the integrity of the municipality of Fundy Albert and the high standards of professional conduct the public expects of its Councillors. This Council Code of Conduct is intended to supplement existing legislation governing the conduct of Councillors.
- b) In addition to the bylaws and policies of Fundy Albert, Councillors' conduct is also governed by applicable provincial and federal legislation, including but not limited to:
 - The Local Governance Act;
 - The Right to Information and Protection of Privacy Act;
 - The Elections Act;
 - The Human Rights Act (New Brunswick);
 - The Occupational Health and Safety Act and
 - The Criminal Code of Canada.

Where there is any conflict between this Council Code of Conduct and the requirements of any federal or provincial laws, such federal or provincial laws shall take precedence.

- c) This Council Code of Conduct is to be given a broad and liberal interpretation in accordance with applicable legislation. It is not possible for a code of conduct to cover every possible scenario. Therefore, Councillors must be guided by and conduct themselves in a manner that reflects the spirit and intent of this Council Code of Conduct.

5. CODE OF CONDUCT

- a) **Representing Fundy Albert**

All Councillors shall:

- i. Work for the common good of Fundy Albert's citizens and taxpayers while promoting the public interest and advancing the mandate and long-term interests of Fundy Albert;
- ii. Conduct Council business in an open and transparent manner that promotes public confidence and trust, recognizing that an individual Councillor cannot exercise individual authority over Fundy Albert;
- iii. Exercise their duties with care, diligence, and skills that a reasonably prudent person would exercise in comparable circumstances;
- iv. Act honestly, in good faith and in the best interest of Fundy Albert.
- v. Exercise their duties by placing the interests of Fundy Albert ahead of their personal interests;
- vi. Exercise their duties in an impartial manner, making decisions based on objective criteria, rather than on the basis of bias or prejudice; and
- vii. Adhere to core values of honesty, integrity, objectivity, impartiality, and accountability.

b) Communicating on Behalf of the Municipality

- i. The Mayor, or in their absence the Deputy Mayor, is the official spokesperson for Fundy Albert;
- ii. All Councillors acknowledge that official information related to the decisions of Council will be communicated to the community and the media on behalf of the Council as a whole.
- iii. No Councillor shall make a statement that the member knows or reasonably ought to know is false or misleading with respect to a material fact or omits to state a material fact, the omission of which makes that statement false or misleading.
- iv. In the event Councillors provide a personal view or opinion on social media, Councillors will take steps to ensure that such personal views or opinions are not construed to be those of Fundy Albert or its Council.

c) Respecting the Decision-Making Process

All Councillors shall:

- i. Foster respect for the democratic decision-making process; and
- ii. Work towards effective and consistent implementation of the positions and/or decisions of Council.

d) Adherence to Laws, Policies, Procedures and Bylaws

All Councillors shall:

- i. Respect, and adhere to, the established policies, procedures and bylaws of Fundy Albert, showing commitment to performing their duties and functions with care and diligence; and
- ii. Be familiar with the relevant federal and provincial laws including, without limitation, the *Right to Information and Protection of Privacy Act*.

e) Respectful Interaction with Councillors, Staff, the Public and Other Members of Society

All Councillors shall:

- i. Treat fellow Councillors, Administration/Staff and the public with respect, concern and courtesy and not engage in discrimination, bullying, harassment or use of derogatory language towards others in their roles as Councillors and shall not make a statement that is defamatory to a member of Council, an officer or employee of Fundy Albert or a member of the Public;
- ii. Demonstrate the highest standards of personal integrity and honesty;
- iii. Communicate and work with all fellow Councillors in an open, transparent and honest manner promoting a spirit of cooperation by listening to and respecting those opinions that may differ;
- iv. Avoid forming "alliances" with other Councillors for the purpose of controlling Council meetings, agendas or outcomes; and
- v. Use communication tools and social media in a professional and appropriate manner only to promote the approved objectives of Council and not to attempt to reflect on Council decisions or disparage or criticize other Councillors or staff. Derogatory, defamatory, discriminatory, indecent, obscene or false comments shall not be posted on any social media account, including, without limiting, any posts made anonymously.

f) Confidential Information

All Councillors shall hold in strict confidence all confidential information which the Councillor becomes aware during the exercise of their duties concerning the property, personnel or legal affairs of Fundy Albert, or a member of Council, an officer or employee of Fundy Albert or a member of the public.

g) Conflict of Interest

All Councillors shall be familiar with the conflict of interest provisions under Part 8 of the Act, including any amendments thereto, and shall comply with those provisions. No Councillor shall engage in any activity which is incompatible or inconsistent with the ethical conduct of official duties in the public interest. These activities include but are not limited to:

- i. Use any influence of the office for any purpose other than official duties;
- ii. Use any information gained in the execution of the office that is not available to the general public for any purpose other than for official duties;
- iii. Place themselves in a position of obligation to any person or organization who might reasonably benefit from special consideration or may seek preferential treatment; and
- iv. Influence any Council decision or decision-making process involving or affecting any person or organization in which a Councillor or Councillors have a financial interest.
- v. Favouritism or bias towards any vendor, contractor, or others doing business for the Municipality. Members are prohibited from accepting any fees, gifts, gratuities or other benefits.

All Councillor must complete schedule "B" DECLARATION OF FAMILIARITY WITH THE CONFLICT OF INTEREST PROVISIONS within one (1) month of coming into office or the coming into force of this by-law.

h) Improper Use of Influence

All Councillors shall, at all times, conduct themselves in a manner that reflects the separation of roles and responsibilities between Council and Administration, and shall:

- i. Refrain from giving direction to any municipal employee or contracted resource, except through the CAO;
- ii. Convey all concerns or requests for action or information directly to the CAO or, where appropriate, and as agreed by the CAO, communicate with an officer without committing Fundy Albert to any specific course of action, expenditure, or use of municipal resources outside of Fundy Albert's established policies, procedures, or budget, or otherwise;

- iii. Not solicit, demand or accept the services of any municipal employee;
- iv. Avoid any situation in which a relationship (ex. friendship, social relationship or social interaction) with a member of staff may be perceived to create undue influence, access to information, conflict of interest, or to undermine the authority of the CAO;
- v. Not express any opinion on the performance of any municipal employee unless through a formal performance evaluation;
- vi. Not advocate for the promotion, sanction, or termination of any municipal employee; and
- vii. Not use their position for any purpose other than the exercise of their official duties.

i) Use of Municipal Assets and Services

- i. No Councillor shall use or attempt to use Fundy Albert's property, resources, funds, services, or information for personal benefit or the benefit of any other individual, in a manner that is unreasonable or for purposes other than those intended.
- ii. No Councillor shall use Fundy Albert's assets including cell phones or email accounts for provincial or federal political activity or in support of a candidate in a local government election.

j) Orientation and Other Training Attendance

All new Councillors must attend the local orientation sessions. All Councillors are encouraged to attend training opportunities that may be provided during their term.

6. COMPLAINTS

- a) Any person, in good faith, may report a perceived wrongdoing or make a complaint alleging a breach of the Council Code of Conduct by a Councillor. By using the complaint form found in schedule "A".

All reasonable attempts shall be made to keep the reports and complaints confidential until full investigation is completed in order to protect a Councillor and a complainant.

- b) All complaints must be filed within three (3) months of the perceived wrongdoing.
- c) The complaint must be addressed to the Mayor (or in the case of perceived wrongdoing of the Mayor, to the Deputy Mayor), and marked "confidential".

The complaint may be mailed, emailed, or hand-delivered to the municipal office. All received complaints shall be included in the in-camera session of an upcoming Council meeting for Council's review upon receiving it within one (1) month, by following the process outlined in Schedule "A" of this By-Law.

- d) An anonymous complaint shall not be considered valid.

7. COUNCIL DECISIONS

- a) Once the formal complaint process in Schedule "A" is finalized, an in-camera meeting will be scheduled within one (1) month for Council to review the final report. When the review is finished, Council will hold a vote:
 - i. To determine whether the member of council breached the code of conduct, and
 - ii. To pass a resolution respecting the appropriate corrective action, if any.
- b) If the report deals with any of the matters referred to in subsection 68(1) of the Act, the public may be excluded from the meeting for the duration of the review under Section 7(a) of this By-Law.
- c) The affected member of council shall not participate in any debate or vote held under Section 7(a) similar to the provisions in the Local Governance Act for Conflict of Interest.

8. CORRECTIVE ACTIONS

- a) Council may impose corrective actions on a Councillor who contravenes the Council Code of Conduct which may include (without limiting):
 - i. A letter of reprimand;
 - ii. Requiring the Councillor to issue a letter of apology;
 - iii. Requiring the Councillor attend training or counselling as directed by council;
 - iv. Suspending the member from exercising the powers or performing the duties conferred under section 48 of the Act;
 - v. Reducing or suspending the member's compensation for the duration of any suspension imposed under paragraph (iv);
 - vi. Reducing or suspending the member's privileges including travel or the use of resources, services or property of the Municipality.
- b) A corrective action under Section 8(a)(iv) or (v) shall not be imposed for a period longer than the maximum period prescribed for suspension under the Local Governance Commission Act.

9. REPEAL

- a) By-Law No. 2022-02 A Code of Conduct By-Law for the Council of Fundy Albert is hereby repealed.

10. EFFECTIVE DATE

- a) This By-Law comes into effect on the date of final passing thereof.

IN WITNESS WHEREOF Fundy Albert has caused hereto affixed its Corporate Seal of the said Municipality to be affixed to this by-law the day of _____, 2025 and signed by:

MAYOR

CLERK

Read a First time this ____ day of _____, 2025

Read a Second time this ____ day of _____, 2025

Read a Third time and passed by Council this ____ day of _____, 2025.

SCHEDULE "A"
FORMAL COMPLAINT PROCESS TO THE CODE OF CONDUCT

- a) Upon receipt of the complaint form as outlined in Section 6 of By-Law No. 2025-02 A Code of Conduct By-Law for the Council of Fundy Albert:
- i. The Mayor (or in the case of perceived wrongdoing by the Mayor, the Deputy Mayor) will provide notice in writing of the complaint to the affected member of council immediately and schedule a meeting with the affected member of council to review the complaint in its entirety prior to reviewing the complaint with all Council.
 - ii. At the council meeting where Council reviews the complaint, the affected member of council shall not be present.
 - iii. At the council meeting where Council reviews the complaint, Council:
 - a. will consider all documentary material obtained;
 - b. shall determine if the complaint is frivolous, vexatious or filed after the required time period;
 - c. determine if the complaint does or does not have merit; and
 - d. determine if further investigation is necessary.
 - iv. The Council may summarily dismiss the complaint if the Council concludes that the complaint as presented: (i) is frivolous, vexatious or made for an improper purpose; (ii) is devoid of merit; or (iii) even if committed, the actions or conduct described in the complaint are clearly not a matter that falls within the scope of this Council Code of Conduct or any other relevant legislation, policy or procedure
 - v. Following the council meeting where Council reviews the complaint, The Mayor (or in the case of perceived wrongdoing by the Mayor, the Deputy Mayor) will provide notice in writing of the determination of Council, with reasons for the determination and any next steps that may follow to the complainant and the affected member of council.
- b) Should Council determine an investigation is warranted, a fair and impartial process for the investigation of the complaint by a third party will be applied which includes:
- i. An investigator appointed by Council shall review the Complaint and decide whether to proceed with an investigation of the Complaint or not. If the investigator is of the opinion that a formal Complaint is frivolous, vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the investigator may choose not to conduct an investigation and, if already commenced, may terminate the investigation and shall advise Council accordingly.

- ii. If the investigator decides to investigate the Complaint, the investigator shall take such steps as they may consider appropriate, including conducting interviews of Members, Administration or members of the public and which may seek legal advice in appropriate circumstances. An investigator shall make all reasonable efforts to conduct their investigation on a confidential basis.
 - iii. While, ultimately, Council adjudicates the validity of any Complaint and/or imposes the resulting actions, if any, the investigator shall, upon conclusion of the investigation, provide Council including the Member who is the subject of the Complaint, with a written report outlining the outcome of the investigator's investigation, including any conclusion reached by the investigator on the validity of the Complaint and their recommendation of an appropriate actions, if any.
 - iv. A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision on the validity of the Complaint and/or any actions imposed.
- c) Should the Code of Conduct complaint be against Council as a whole, the complaint will automatically be referred to the Local Governance Commission by the Chief Administrative Officer for their direction on the formal complaint process.
- d) The decision of Council on the validity of a Complaint, including any actions imposed shall be a matter of public record.
- e) A Member who is the subject of a Complaint is entitled to be represented by legal counsel, at the Member's sole expense.

Schedule A

COMPLAINT FORM

This complaint is against what member(s) of council?

What section(s) of this by-law do you believe has been violated?

Section(s) of the by-law contravened?

Facts: Why do you believe a member of council has contravened the by-law. Include the date, time and location of the conduct, details and names of all persons involved as well as any witnesses and their contact information.

Attach extra page(s) if necessary.

By signing below,

- I understand that this form may be sent to the member(s), council, an external investigator and the Local Governance Commission and
- I certify having personal knowledge of the facts as laid out in this form and declare that the information is true and accurate to the best of my knowledge.

Date : _____

Signature : _____

Please provide your name, complete address and how to reach you (telephone, cell and email):

Name: _____

Address: _____

T: (____) _____ - _____ C: (____) _____ - _____

Email : _____

This complaint may be subject to requests under the *Right to Information and Protection of Privacy Act*.

Schedule B
DECLARATION OF FAMILIARITY WITH THE CONFLICT OF INTEREST PROVISIONS
I, (full name) _____ declare that, as a member of council,
<ul style="list-style-type: none"> - I have read and understood Part 8 of the <i>Local Governance Act</i> regarding conflicts of interest, - I commit to respecting those requirements, - I understand that any breach to those requirements may be investigated and sanctioned by council and the Local Governance Commission and - I understand that any violation to this by-law may constitute an offence or penalty as per section 97 of the <i>Local Governance Act</i> within three (3) years on which the offence was, or is alleged to have been, committed.
Declared on _____ 20____
_____ Signature
Before me _____ Clerk
A copy of this declaration is filed with the Clerk's office and may be subject to requests under the <i>Right to Information and Protection of Privacy Act</i> .

MEMO / NOTE



Date :	August 27, 2024 / le 27 août 2024
To / Dest. :	Local Government Administrators / Administrateurs des gouvernements locaux Regional Service Commission CEOs / Premiers dirigeants des Commissions de services régionaux
From / Exp. :	Jennifer Wilkins, Assistant Deputy Minister, Local Government / Sous-ministre adjointe, Gouvernements locaux
Copies:	Municipal Associations / Associations municipales Local Governance Commission / Commission de la gouvernance locale
Subject / Objet :	Legislative and Regulatory Changes / Modifications législatives et réglementaires

<p>This is to advise that several legislative and regulatory changes have recently come into effect. We encourage you to familiarize yourselves with these changes and to share this information with your respective councils, boards, and others within your organization.</p>	<p>Veillez prendre note que plusieurs modifications législatifs et réglementaires sont entrées en vigueur récemment. Nous vous encourageons à vous familiariser avec ces changements et à partager cette information avec vos conseils, conseils d'administration et autres au sein de votre organisation.</p>
<p>New: There has been an amendment to the Local Governance Act (LGA) under Section 20.1 that provides the Minister of Local Government with the authority to repeal or amend a by-law in specific circumstances. The new Bylaw Repeal or Amendment Regulation establishes a list of bylaws exempt from this authority. It also establishes some administrative requirements such as timelines and notification rules.</p>	<p>Nouveau : Il y a eu une modification à la Loi sur la gouvernance locale (LGL) en vertu de l'article 20.1 qui donne au ministre des gouvernements locaux le pouvoir d'abroger ou de modifier un arrêté dans certaines circonstances. Le nouveau Règlement sur la révocation ou la modification d'arrêtés établit une liste d'arrêtés exemptés de cette autorisation. Elle établit également certaines exigences administratives, comme les délais et les règles de notification.</p>

Environment and Local Government / Environnement et Gouvernements locaux

P.O. Box / C.P. 6000 Fredericton New Brunswick / Nouveau-Brunswick E3B 5H1
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<p><i>Code of Conduct Regulation</i> - LGA - The previous version of this regulation was repealed and replaced by a new version, which is more detailed and outlines the following minimum requirements: matters to be included in a code of conduct by-law, a requirement to include a complaints process, procedures for related council decisions, and corrective actions.</p>	<p><i>Règlement sur le code de déontologie</i> - LGL - La version précédente du présent règlement a été abrogée et remplacée par une nouvelle version, plus détaillée, qui énonce les exigences minimales suivantes : les questions à inclure dans un arrêté sur le code de conduite, exigence d'inclure un processus de traitement des plaintes, les procédures relatives aux décisions du conseil et les mesures correctives.</p>
<p><i>General Regulation - Local Governance Commission Act</i> (LGCA) - This regulation outlines the fee and expense recovery process for investigations and audits, supervisors, and other matters.</p>	<p><i>Règlement général - Loi sur la Commission de la gouvernance locale</i> (LCGL) - Ce règlement décrit le processus de recouvrement des honoraires et des dépenses pour les enquêtes et les vérifications, les superviseurs et d'autres questions.</p>
<p><i>Regions of the Tribunal Regulation</i> - (LGCA) - This regulation lists the established regions of the Assessment and Planning Appeals Tribunal per Section 55 of the LGCA.</p>	<p><i>Règlement sur les régions du Tribunal</i> - (LCGL) - Ce règlement énumère les régions établies du Tribunal d'appel de l'évaluation et de la planification en vertu de l'article 55 de la LGCA.</p>
<p><i>Code of Conduct Regulation - Regional Service Delivery Act</i> (RSDA) - This regulation outlines the minimum requirements and includes the following: matters to be included in a board's code of conduct by-law; a requirement to establish a complaints process; procedures for related board decisions; and corrective actions.</p>	<p><i>Règlement sur le code de déontologie - Loi sur la prestation des services régionaux</i> (LPSR) - Ce règlement décrit les exigences minimales et comprend les éléments suivants : les questions à inclure dans l'arrêté procédural d'un conseil d'administration en matière de déontologie; l'obligation d'établir un processus de traitement des plaintes; les procédures relatives aux décisions du conseil d'administration; et les mesures correctives.</p>
<p>Amended: <i>Forms Regulation</i> - LGA - This amendment updates Form 2 - Oath of Office or Affirmation of Office for Mayor or Councillor adding that the council member acknowledges and will</p>	<p>Modifié : <i>Règlement sur les formules</i> - LGL - Cet amendement met à jour la formule 2 - Serment d'entrée en fonction ou affirmation solennelle du maire ou conseiller, en ajoutant que le membre du conseil reconnaît</p>

MEMO / NOTE



follow the code of conduct established by a by-law of the local government.	et respectera le code de conduite établi par un arrêté du gouvernement local.
Section 91 – Local Governance Act This section of the <i>Local Governance Act</i> was amended and now requires that all statements disclosing conflicts of interest (Form 3) must be filed with the Local Governance Commission.	Article 91 – Loi sur la gouvernance locale Cette section de la <i>Loi sur la gouvernance locale</i> a été modifiée et exige maintenant que toutes les déclarations divulguant des conflits d'intérêts (Formule 3) soient déposées auprès de la Commission de la gouvernance locale.
General Regulation – RSDA - There are new regulatory requirements around conflicts of interest and the process for filing disclosure statements with the Local Governance Commission.	Règlement général – LPSR – Il y a de nouvelles exigences réglementaires concernant les conflits d'intérêts et le processus de dépôt des déclarations de divulgation auprès de la Commission de la gouvernance locale.
The full list of Annual Volumes of Regulations for 2024 can be found online .	La liste complète des Volumes annuels des règlements pour 2024 est disponible en ligne .
We trust that this information is useful to you and others within your organization.	Nous croyons que ces renseignements vous seront utiles, ainsi qu'aux autres membres de votre organisation.
Sincerely,	Cordialement,

(Original signed by/Original signé par)

Grace Lee Cutler for
Jennifer Wilkins
Assistant Deputy Minister, Local Government /
Sous-ministre adjointe, Gouvernements locaux

Environment and Local Government / Environnement et Gouvernements locaux
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**NEW BRUNSWICK
REGULATION 2024-48**

under the

**LOCAL GOVERNANCE ACT
(O.C. 2024-194)**

Filed July 26, 2024

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2	Definition of "Act"
3	Matters to be included in a code of conduct
4	Complaints
5	Council decisions
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**RÈGLEMENT DU
NOUVEAU-BRUNSWICK 2024-48**

pris en vertu de la

**LOI SUR LA GOUVERNANCE LOCALE
(D.C. 2024-194)**

Déposé le 26 juillet 2024

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2	Définition de « Loi »
3	Questions à traiter dans un code de déontologie
4	Plaintes
5	Décisions du conseil
6	Mesures correctrices

Under subsection 191(1) of the *Local Governance Act*, the Lieutenant-Governor in Council makes the following Regulation:

Citation

1 This Regulation may be cited as the *Code of Conduct Regulation – Local Governance Act*.

Definition of “Act”

2 In this Regulation, “Act” means the *Local Governance Act*.

Matters to be included in a code of conduct

3 For the purposes of paragraph 10(2)(b) of the Act, a by-law made by a council to establish a code of conduct for the members of council shall include the following matters:

(a) the values to which the members of council shall adhere, including

- (i) honesty,
- (ii) integrity,
- (iii) objectivity,
- (iv) impartiality, and
- (v) accountability;

(b) a requirement that members of council be familiar with the conflict of interest provisions under Part 8 of the Act and shall comply with those provisions;

(c) the behaviour of the members of council toward other members of council, officers and employees of the local government and members of the public, including

- (i) a prohibition against the use of their position for any purpose other than the exercise of their official duties, and
- (ii) a requirement that they be familiar with the relevant federal and provincial laws and local government by-laws, policies and procedures, including, without limitation, the *Right to Information and Protection of Privacy Act*;

En vertu du paragraphe 191(1) de la *Loi sur la gouvernance locale*, le lieutenant-gouverneur en conseil prend le règlement suivant :

Titre

1 *Règlement sur le code de déontologie – Loi sur la gouvernance locale*.

Définition de « Loi »

2 Dans le présent règlement, « Loi » s’entend de la *Loi sur la gouvernance locale*.

Questions à traiter dans un code de déontologie

3 Aux fins d’application de l’alinéa 10(2)b) de la Loi, l’arrêté que prend le conseil établissant un code de déontologie pour les membres du conseil traite notamment des questions suivantes :

a) les valeurs auxquelles ils doivent adhérer, y compris :

- (i) l’honnêteté,
- (ii) l’intégrité,
- (iii) l’objectivité,
- (iv) l’impartialité,
- (v) la responsabilité;

b) l’obligation qui leur incombe d’être au courant des dispositions de la partie 8 de la Loi traitant des conflits d’intérêts et de s’y conformer;

c) leur comportement à l’égard des autres membres du conseil, des fonctionnaires et des employés du gouvernement local ainsi que des membres du public, y compris :

- (i) l’interdiction de profiter de leur poste en dépassant le cadre de leurs fonctions officielles,
- (ii) l’obligation d’être au courant des lois fédérales et provinciales applicables, notamment la *Loi sur le droit à l’information et la protection de la vie privée*, ainsi que les arrêtés, politiques et procédures du gouvernement local;

(d) the use of property, resources and services of a local government by a member of council, including a prohibition against use that is

- (i) unreasonable or for purposes other than those intended,
- (ii) for their personal gain, or
- (iii) in support of a candidate in a local government election;

(e) public communications by a member of council, including a prohibition against

(i) making a statement that the member knows or reasonably ought to know

(A) is false or misleading with respect to a material fact or omits to state a material fact, the omission of which makes that statement false or misleading, or

(B) is defamatory to a member of council, an officer or employee of the local government or a member of the public, and

(ii) disclosing confidential information of which the member becomes aware in the exercise of the member's duties concerning

(A) the property, personnel or legal affairs of the local government, or

(B) a member of council, an officer or employee of the local government or a member of the public; and

(f) a requirement to comply with applicable federal or provincial law or local government by-laws, policies and procedures in the performance of their duties.

Complaints

4 For the purposes of paragraph 10(2)(b) of the Act, a by-law established by a council respecting an alleged breach of a code of conduct shall provide for the following:

(a) a process for filing complaints with the council, including

d) leur utilisation des biens, des ressources et des services du gouvernement local, y compris l'interdiction de les utiliser :

- (i) de manière déraisonnable ou à des fins autres que celles prévues,
- (ii) pour en tirer un gain personnel,
- (iii) en vue d'appuyer un candidat dans une élection d'un gouvernement local;

e) leurs communications publiques, y compris l'interdiction :

(i) de faire toute déclaration dont ils savent ou devraient raisonnablement savoir qu'elle :

(A) ou bien est fausse ou trompeuse en ce qui concerne un fait important ou omet un fait important dont l'omission la rend fausse ou trompeuse,

(B) ou bien est diffamatoire à l'endroit soit d'un membre du conseil, soit d'un fonctionnaire ou d'un employé du gouvernement local, soit d'un membre du public,

(ii) de divulguer des renseignements confidentiels dont ils ont pris connaissance dans l'exercice de leurs fonctions, lesquels portent :

(A) soit sur les biens, les ressources humaines ou les affaires juridiques du gouvernement local,

(B) soit sur un membre du conseil, un membre du public ou un fonctionnaire ou un employé du gouvernement local;

f) l'obligation qui leur incombe de se conformer, dans l'exercice de leurs fonctions, aux lois fédérales et provinciales applicables ainsi qu'aux arrêtés, politiques et procédures du gouvernement local.

Plaintes

4 Aux fins d'application de l'alinéa 10(2)b) de la Loi, l'arrêté que prend le conseil concernant la façon de traiter les prétendues contraventions au code de déontologie établit :

a) une procédure de dépôt des plaintes auprès du conseil qui prévoit notamment :

- (i) the information required to be set out in a complaint,
- (ii) the time period for filing a complaint, processing the complaint and imposing corrective action, and
- (iii) designation of a person responsible for receiving complaints on behalf of the council;
- (b) a process to provide notice in writing of the complaint to the affected member of council and to review the complaint;
- (c) a fair and impartial process for the expeditious determination of complaints that are frivolous, vexatious or filed after the required time period;
- (d) a process to provide notice in writing of a determination under paragraph (c), with reasons, to the complainant and the affected member of council;
- (e) a fair and impartial process for investigation of complaints by the local government or a third party; and
- (f) a process to provide a report of the results of the investigation to the complainant and the affected member of council.

Council decisions

5(1) A code of conduct shall require the council, at its next meeting after receiving a report under paragraph 4(f), to do the following:

- (a) review the report; and
- (b) when the review is finished, hold a vote
 - (i) to determine whether the member of council breached the code of conduct, and
 - (ii) to pass a resolution respecting the appropriate corrective action, if any.

5(2) If the report deals with any of the matters referred to in subsection 68(1) of the Act, the public may be excluded from the meeting for the duration of the review under paragraph (1)(a).

- (i) les renseignements que les plaintes doivent renfermer,
- (ii) les délais de dépôt et de traitement des plaintes et ceux pour l'imposition de mesures correctrices,
- (iii) la désignation d'une personne chargée de recevoir les plaintes au nom du conseil;
- b) une procédure pour fournir un avis écrit de plainte au membre du conseil visé et pour examiner la plainte;
- c) une procédure d'enquête équitable et impartiale permettant de trancher rapidement les plaintes frivoles, vexatoires ou déposées après le délai prévu;
- d) une procédure pour fournir au plaignant et au membre du conseil visé un avis motivé par écrit de la décision visée à l'alinéa c);
- e) une procédure équitable et impartiale relative aux enquêtes sur les plaintes qu'effectue le gouvernement local ou un tiers;
- f) une procédure pour fournir au plaignant et au membre du conseil visé un rapport des résultats d'enquête.

Décisions du conseil

5(1) Le code de déontologie renferme des dispositions voulant que le conseil prenne les mesures ci-dessous lors de sa prochaine réunion suivant la réception du rapport d'enquête visé à l'alinéa 4f) :

- a) examiner le rapport;
- b) une fois l'examen terminé, tenir un vote afin :
 - (i) de déterminer si le membre du conseil a contrevenu au code de déontologie,
 - (ii) d'adopter une résolution concernant les mesures correctrices appropriées, le cas échéant.

5(2) Si le rapport traite de l'une quelconque des questions visées au paragraphe 68(1) de la Loi, la réunion peut être tenue à huis clos pour la durée de l'examen que prévoit l'alinéa (1)a).

5(3) The affected member of council shall not participate in any vote held under paragraph (1)(b).

Corrective actions

6(1) In the case of a breach of a provision of the code of conduct, the code may provide for the imposition of corrective actions by council, including, but not limited to

- (a) reprimanding the member,
- (b) requiring that the member issue a letter of apology,
- (c) requiring that the member attend training or counselling as directed by council,
- (d) suspending the member from exercising the powers or performing the duties conferred under section 48 of the Act,
- (e) reducing or suspending the member's compensation for the duration of any suspension imposed under paragraph (d), and
- (f) reducing or suspending the member's privileges, including travel or the use of resources, services or property of the local government.

6(2) A corrective action under paragraph (1)(d) or (e) shall not be imposed for a period longer than the maximum period prescribed for a suspension under the *Local Governance Commission Act*.

5(3) Le membre du conseil visé par la plainte ne participe à aucun vote tenu en application de l'alinéa (1)b).

Mesures correctrices

6(1) Le code de déontologie peut prévoir, dans le cas d'une contravention, l'imposition de mesures correctrices par le conseil à l'endroit d'un membre du conseil consistant notamment à faire ce qui suit :

- a) le réprimander;
- b) exiger qu'il présente une lettre d'excuses;
- c) exiger qu'il suive une formation ou des séances de counseling selon les directives du conseil;
- d) suspendre l'exercice des attributions qui lui sont conférées à l'article 48 de la Loi;
- e) réduire ou suspendre sa rémunération pour la durée de toute suspension imposée en vertu de l'alinéa d);
- f) réduire ou suspendre ses privilèges, notamment les déplacements ou l'utilisation des ressources, des services ou des biens du gouvernement local.

6(2) La mesure correctrice visée à l'alinéa (1)d) ou e) ne peut être imposée pour une période plus longue que la période maximale prévue par la *Loi sur la Commission de la gouvernance locale* pour les suspensions.



COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Kim Beers
Date	July 15, 2025
Subject	Kiwanis EMO Agreement
Presenters (if applicable)	N/A
Length of Presentation (if applicable)	N/A
Type	Public Private ✓ Committee of the Whole

PROPOSAL

To seek Council approval for the revision of the existing Emergency Measures Organization (EMO) agreement, updating the name from "Village of Hillsborough" to "Village of Fundy Albert."

BACKGROUND

In 2022, the former Village of Hillsborough entered into a formal agreement with the Kiwanis Centre to designate it as an EMO warming centre in the event of emergencies.

Following the municipal restructuring and the formation of the Village of Fundy Albert, the EMO committee has requested the agreement to reflect the new municipal name.

RECOMMENDATION

It is recommended that Council approve the name change from the Village of Hillsborough to Village of Fundy Albert at the August 5th regular meeting.

CONSIDERATIONS

Legal	Ensures the EMO agreement is legally consistent with current municipal structure.
Financial	NA
Environmental	NA
Policy	EMO

Stakeholders	All residents of Fundy Albert
Community Sensitivities	NA
Council priorities	Strategic Plan Alignment: <ul style="list-style-type: none"> • Infrastructure ✓ Village Services ✓ Strategic Partnerships • Communications • Economic Development & Tourism
Documents, maps, photos or presentations attached	The 2022 agreement.
Consultation	Barry Russell, President, Kiwanis Centre and Councillor Coates, Chair of the EMO committee
Intergovernmental considerations	NA

AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2025. BY AND BETWEEN:

THE VILLAGE OF Fundy Albert a municipal corporation,
incorporated by special act of the Province of New Brunswick;

OF THE ONE PART

- and

HILLSBOROUGH KIWANIS CLUB _____

OF THE OTHER PART.

WHEREAS the Hillsborough Kiwanis Club own the property located at 47 Legion Street, Hillsborough, New Brunswick;

AND WHEREAS the Village of Fundy Albert made an investment towards the property located at 47 Legion Street, Hillsborough, New Brunswick in order to facilitate it's use as an Emergency Warming Center;

AND WHEREAS the Village of Fundy Albert purchased a back up generator system for the Emergency Warming Center located at 47 Legion Street, Hillsborough, New Brunswick;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants herein contained the parties hereto agree as follows:

1. The parties hereby agree and acknowledge their intention to continue the arrangement whereby the property located at 47 Legion Street, Hillsborough, New Brunswick is used as an emergency warming center.
2. The parties hereby agree and acknowledge that the backup generator system, including two generators, the 10'x12' building for the generator, transfer switch, two gas furnaces and oil tank, shall remain at all times the sole property of the Village of Fundy Albert.
3. The parties agree and acknowledge that in the event that the property at 47 Legion Street, Hillsborough, New Brunswick should ever be sold the back up generator system shall not form part of the chattels included in the sale and shall not be transferred with the premises.
4. The parties agree and acknowledge that in the event of such sale the Village of Fundy Albert shall be notified forthwith.

5. The parties agree and acknowledge that in the event of such sale the Village of Fundy Albert shall effect the removal of the back up generator system from the premises in a timely manner, so as not to delay the sale, at their own expense.

6. **IT IS HEREBY AGREED** that this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals the day and year first above written.

SIGNED, SEALED AND DELIVERED

in the presence of:

)

)

)**THE VILLAGE OF FUNDY ALBERT**

) Per:

) Per:

)

)**HILLSBOROUGH KIWANIS CLUB**

)Per:_____

AGREEMENT

THIS AGREEMENT made this 09 day of May, 2022.

BY AND BETWEEN:

THE VILLAGE OF HILLSBOROUGH a municipal corporation,
incorporated by special act of the Province of New Brunswick;

OF THE ONE PART

- and -

HILLSBOROUGH KIWANIS CLUB

OF THE OTHER PART.

WHEREAS the Hillsborough Kiwanis Club own the property located at 47 Legion Street, Hillsborough, New Brunswick;

AND WHEREAS the Village of Hillsborough made an investment towards the property located at 47 Legion Street, Hillsborough, New Brunswick in order to facilitate it's use as an Emergency Warming Center;

AND WHEREAS the Village of Hillsborough purchased a back up generator system for the Emergency Warming Center located at 47 Legion Street, Hillsborough, New Brunswick;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants herein contained the parties hereto agree as follows:

1. The parties hereby agree and acknowledge their intention to continue the arrangement whereby the property located at 47 Legion Street, Hillsborough, New Brunswick is used

as an emergency warming center.

2. The parties hereby agree and acknowledge that the backup generator system, including the generator, the 10'x12' building for the generator, transfer switch and oil tank, shall remain at all times the sole property of the Village of Hillsborough.
3. The parties agree and acknowledge that in the event that the property at 47 Legion Street, Hillsborough, New Brunswick should ever be sold the back up generator system shall not form part of the chattels included in the sale and shall not be transferred with the premises.
4. The parties agree and acknowledge that in the event of such sale the Village of Hillsborough shall be notified forthwith.
5. The parties agree and acknowledge that in the event of such sale the Village of Hillsborough shall effect the removal of the back up generator system from the premises in a timely manner, so as not to delay the sale, at their own expense.
6. IT IS HEREBY AGREED that this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals the day and year
first above written.

SIGNED, SEALED AND DELIVERED
in the presence of:

)

)

)

)

)**THE VILLAGE OF HILLSBOROUGH**

)

)

)Per: Jim Beers

)

)

)Per: R. Allen

)

)**HILLSBOROUGH KIWANIS CLUB**

)

)

)Per: Gary Russell

)

)



COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session		
From	Kim Beers		
Date	July 15, 2025		
Subject	Upcoming Council Meeting Schedule		
Presenters (if applicable)	N/A		
Length of Presentation (if applicable)	N/A		
Type	Public	Private	✓ Committee of the Whole

PROPOSAL

To not hold an August Committee of the Whole Meeting on August 19, 2025 and the Regular Meeting scheduled for September 2nd.

BACKGROUND

In summer of 2024, Council did not hold a July Committee of the Whole, Regular meeting or an August Regular Council meeting, which allowed Council members and staff time for summer holidays.

DISCUSSION

This will allow for a council meeting break from August 19th to September 2nd. Meetings would resume regular schedule with the September 16th, 2025, Committee of the Whole Meeting. **Should a meeting be required during this timeframe, a Special Meeting could be called.**

By-Law No. 2022-03 A By-Law Respecting the Proceedings of Fundy Albert Municipal Council and Committee Meetings does not provide guidance for summer meetings. The Local Governance Act 63(3) A Council shall hold at least four regular meetings in each year. Therefore, after reviewing our applicable legislation, we would not be contravening

any current legislation if Council chooses to decrease the amount of summer council meetings.

RECOMMENDATION

It is recommended that Council consider not holding the August Committee of the Whole and the September Regular Council Meeting. A motion will be brought forward at the August 5th Regular Council Meeting.

OPTIONS

Do not accept the current proposal.

RISK ANALYSIS

CONSIDERATIONS

Legal	NA
Financial	NA
Environmental	NA
Policy	Local Governance Act By-Law No. 2022-03 A By-Law Respecting the Proceedings of Fundy Albert Municipal Council and Committee Meetings.
Stakeholders	Advertise new meeting schedule on the Municipality's website and social media.
Community Sensitivities	Should a meeting be required during this timeframe, a Special Meeting could be called.
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	Na
Consultation	Staff
Intergovernmental considerations	NA



COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session

From Ian Barrett, Director, Operations

Date 15 July 2025

Subject Service Connection 2963 Main Street, Hillsborough

Presenters
(if applicable)

Length of
Presentation
(if applicable)

Type

Public

Private

✓ Committee of the
Whole

RATIONALE FOR PRIVATE DISCUSSION (if applicable)

N/A

ISSUE

A water service connection has been requested for 2963 Main Street, Hillsborough. To complete the installation, directional drilling will be required to install the waterline beneath Main Street without disrupting traffic.

CURRENT STATUS AND BACKGROUND

To facilitate the provision of water service to 2963 Main Street, Hillsborough, directional drilling beneath Main Street is required to avoid disruption to through traffic. The estimated cost of the directional drilling exceeds the administration's unbudgeted approval threshold, and therefore, council approval is required to proceed.

Quotes were requested from three contractors to provide directional drill, service connection, traffic control and Asphalt repair. The following responses:

MRM: \$17,000.00 + HST

Sussex Excavators: \$16,646.00 + HST (Does not include Asphalt repair)

Vendor 3: Nil return after 2 follow ups

It is noted that utility services have previously been approved above the unbudgeted threshold for projects at Legion Street and 2627 Main Street.

RECOMMENDATION

Whereas a service connection has been requested for 2963 Main Street Hillsborough, which is above the administrations unbudgeted approval limit, and

Whereas other service connections above the approval limit have been approved, and

Whereas, three quotes have been requested for the required work, in line with the procurement policy,

It is recommended that council approve funds to be released from Hillsborough Utility Capital to contract MRM to complete the service connection at the quoted rate of \$17,000.00 +HST to include asphalt repair.

OTHER OPTIONS

Do not provide a water service.

Provide the water service by trenching and disrupting through traffic in Hillsborough.

RISK ANALYSIS

The estimated cost of \$17,000 + HST for directional drilling is unbudgeted and exceeds administration's approval limit, requiring council approval. If the project does not proceed, 2963 Main Street will remain without municipal water service, which may limit the property's use and set an inconsistent precedent for service provision.

CONSIDERATIONS

Legal	
Financial	<ul style="list-style-type: none">• Unbudgeted expense
Environmental	<ul style="list-style-type: none">•
Policy	<ul style="list-style-type: none">• Fundy Albert Procurement Policy• Utility Bylaws
Stakeholders	<ul style="list-style-type: none">• Fundy Albert residents and utility users
Community Sensitivities	<ul style="list-style-type: none">• Community expectations• Traffic disruption• Damage to road
Communication	
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	
Interdepartmental consultation	Director, Operations Treasurer Interim CAO/Clerk
Intergovernmental considerations	

Water service 2963 Main St Hillsborough



jim.drillingnb.com <jim@drillingnb.com>

To Operations

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

Quote:

Supply and install, by directional drilling
3/4" water service.

From main to property line of customer.

Includes all excavation and backfill,

Live tap of main,

15,000.00

Traffic control

1,000.00

Asphalt repair

1,000.00

Hst extra

691142nbltd(mrm)

Jim martin

506 866 9983

Sussex Excavators (2010) Ltd

123 Leonard Drive, Sussex, NB E4E 2P
Email: sussexexcavators@nb.aibn.com
Web Site: www.sussexexcavators2010.ca
Tel: (506) 433-2288
Fax: (506) 433-2795



**HORIZONTAL DIRECTIONAL
DRILLING**
Vermeer D60x90 (Drills Rock)
Vermeer D24x40
Vermeer D9x13



**BUTT FUSION & ELECTRIC
FUSION**
Pribull Fuser (1" - 4" OD)
Tractstar 618 (6" - 18" OD)
I Fuse 105 Electric Fuser (1/2" - 54" Coupling)



HYDROVACTING
Dutch Witch FX25 31hp (500gal Tank)

Date: June 25, 2025

To: Ian Barrett

Number of pages including this one: 3

Attn:

From: Adam Mckiel

Fax:

Revision: 00

Email:

Message/ Job Name: 2963 Main Street Hillsborough

We are pleased to provide you with a Horizontal Directional Drilling quote for the above project as per the following general outline:

- To supply and install up to 100 meters of 3/4 inch water line with 2440 directional drill, tap into main water line and connect fittings

SPECIAL NOTE: This price does not include any asphalt

Drilling Lump Sum - \$ 16,646.00 plus HST

Pipe:

The cost for Pipe has been included in our price.

****Due to unstable pipe prices, my supplier can only guarantee price on material for 14 days from quoted ****



COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session
From Ian Barrett
Date July 15, 2025
Subject Fleet Management- Bobcat Snow Blower
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

Replacement of Snowblower attachment for Bobcat. (Originally submitted as a CRF March 18th, 2025.)

CURRENT STATUS AND BACKGROUND

As presented to Council on March 18th, 2025, one of the snow blower attachments for a Bobcat is beyond economical repair and requires replacement. This is a vital piece of equipment required to keep the sidewalks clear of snow throughout the winter.

Quotes were requested from three sources requesting snow blowers that were compatible with the villages Bobcat toolcats and the following prices were received¹:

MacKay's Truck Center (Bobcat Dealer): \$13,768.63 + HST

Brandt Tractor Ltd: \$16,700 + HST

Green Diamond Equipment: \$16,000.00 + HST

The lead time for the MacKay's truck quote was given as 8 weeks which gives a delivery date for the end of September if approved by August 2025. Any further delays could result in the equipment not being available when snow arrives.

OTHER OPTIONS

Repair the existing snowblower at an estimated cost of \$7,500.00

¹ Quotes originally requested in March confirmed by phone 9 July 2025, due to ongoing tariff talks actual prices may change.

RECOMMENDATION

Whereas the snowblower attachment is beyond economical repair, and

Whereas three quotes have been received as per the Fundy Albert procurement policy

It is recommended that council approve the release of \$14,358.68 of capital funds from GIC #14 (Fundy Albert – Village Core) to purchase a snow blower attachment from MacKay's Trucking for \$13,768.63 plus hst.

RISK ANALYSIS

Delays in approving funds may result in unavailability of equipment for snow removal.

CONSIDERATIONS

Legal	<ul style="list-style-type: none">• Safe Equipment for employees to use
Financial	<ul style="list-style-type: none">• Budget Allocation
Environmental	
Policy	<ul style="list-style-type: none">• Procurement policy• Snow removal Policy
Stakeholders	<ul style="list-style-type: none">• Fundy Albert Staff and resident of the three former villages
Community Sensitivities	✓ Maintenance of service standards
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
Interdepartmental consultation	Operations, Treasurer, Clerk/CAO
Intergovernmental considerations	

Subject: Bobcat Snowblower quote

Hi lan,

If we ordered one from the Factory: \$13,768.63 + HST. Unfortunately, there are no in stock snowblowers available throughout our dealer network, should still be roughly 6 to 8 weeks out from receipt of PO,

Keith Barr

Math 222, 2nd Edition, 2010



Truro, NS | Moncton, NB | Charlottetown, PEI

We are Pleased to Quote on the Following Equipment:

1

Virnig V50 Snow Blower

- 990 lb Operating Weight
- 23.5" Chute
- 30 ft Max Throwing Distance
- 16-25 gpm Flow Rate
- 3500 Max psi
- 72" Inches
- 270-degree Hydraulic Chute Rotation
- In Stock (lead time 1-2 weeks from order)



Purchase Price:
(Subject to Availability)

\$16,700
+HST

Blake Rennick

Territory Manager – Construction & Forestry
Brandt Tractor Ltd.
160 Urquhart Ave.
Moncton, NB E1H-2R5



JOHN DEERE

Quote Summary

Prepared For:
Fundy Albert
NB

Prepared By:
Green Diamond Equipment Ltd.
Leaman Chris
70 Commerce Street

Moncton, NB E1H 0A5
Phone: 506-388-3337

chrisleaman@green-diamond.ca

Quote ID: 32505705
Created On: 20 March 2025
Last Modified On: 20 March 2025
Expiration Date: 27 March 2025

Equipment Summary	Selling Price	Qty	Extended
MK Martin Meteor SSB66	\$ 16,000.00 X	1 =	\$ 16,000.00
Equipment Total			\$ 16,000.00

Quote Summary

Equipment Total	\$ 16,000.00
SubTotal	\$ 16,000.00
GST/HST	\$ 2,400.00
Total	\$ 18,400.00
Balance Due	\$ 18,400.00

COMMUNITY GRANTS PROGRAM

2025 Grants Council Approval - \$25,000 (80% - \$20,000)

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

BUILDING PERMITS

June

WARD	Number of Permits	Value
1	0	0
2	0	0
3	0	0
4	0	0
5	3	\$859,552
6	6	\$2,279,726
TOTAL	9	\$3,139,278

FUNDING

- Applied for a grant through the Enabling Accessibility Fund for 2849 Main Street (Library). Wheelchair ramp in the front of the building and an automated door. **Not successful.**
- Alma EV charger (NB Power). **Pending**
- Community Investment Fund – Applied for \$1,000 to assist with Footloose in Fundy Albert the ParticipACTION initiative taking place throughout Fundy Albert the month of June – **Approved. Working with the ParticipACTION committee to support future community events.**
- FireSmart Program – The Federal and Provincial Governments announced around **\$40 million in funding to increase New Brunswick's wildfire preparedness**, which includes a FireSmart program. As part of the program, the Provincial Government

is encouraging communities to create wildfire resiliency plans. The purpose of these plans is to identify critical infrastructure in high-risk areas within a community that would be severely impacted by wildfire. The plan would then indicate what forms of mitigation could be implemented to make a community more resilient in the event of wildfire. **Application submitted.**

- Interpretive signage for the Crooked Creek Trail –Signs received. Signs will be installed at the bottom and top of the Crooked Creek trail.



FUNDY ALBERT SIGNAGE

Installation of sign in Lower Coverdale has been approved by DTI. **Hansen signs are working on getting the locates done for underground facilities.**

BY-LAWS AND POLICIES

Council Expense Policy - In progress

Streetlight Policy - In progress

Use of Municipal Fleet Policy – In progress

Other

Level 2 Water Operator and the Public Works Lead Hand positions have both been posted.

ParticipACTION

Fundy Albert has been selected as one of 40 finalists of the **2025 ParticipACTION Community Challenge presented by Novo Nordisk!**

Fundy Albert is one step closer to being named Canada's Most Active Community and the recipient of the \$100,000 grand prize to support physical activity and sport initiatives.

In addition to the prize for the national winner, there will also be prizes for the most active community in each province and territory. One community in each of the remaining 12 provinces and territories will receive between \$7,500 and \$15,000 to support local physical activity and sport initiatives.

We have been invited to tell the ParticipACTION group about **Fundy Albert's** Community Challenge experience and why the community deserves to be named **Canada's Most Active!**

The submission form along with the 5 photos have been submitted for consideration.

- Winning communities will be notified on or around Thursday, July 17, 2025
- ParticipACTION will publicly announce the national, provincial and territorial winners on Tuesday, July 22, 2025.

- To recognize the national winner's accomplishment, there will be a celebration event held in partnership with ParticipACTION in the winning community. The celebration event date and details are to be confirmed.

This exciting milestone is a direct result of the dedication and hard work of our incredible **ParticipACTION Community Challenge Committee**. I would like to extend my deepest gratitude to the following members, who have met diligently every Monday since April to guide and support this initiative:

- **Councillor Loretta Elderkin**
- **Micha Fardy**
- **Melody Land**
- **Amy O'Keefe**
- **Joanne Butland, and**
- **Shelly McNaught**



June 1 – 30



**HELP OUR
COMMUNITY
WIN \$100,000**

Do you want to
Join The
Challenge
And help
Fundy Albert Win?
Then Come on out and
Walk a Block
in Riverside-Albert

Come walk a block in Riverside-Albert from Monday June 9th to Friday June 27th. You pick the block, long or short just remember to stop at Crooked Creek Convenience on your way by and add your name to the list of PARTICIPANTS we will do the rest.

On Monday and Wednesday morning from 9 – 11 or evening from 6 – 8 enjoy a free coffee and home-made treat on the house for your efforts in the ParticipACTION Challenge.

TOGETHER WE CAN WIN THIS, LET'S GET ACTIVE





ParticipACTION
Community Challenge Kickoff
Sunday, June 1st
Hillsborough Kiwanis Ballfield

6:00pm Community Walk/Hike
7:00pm Refreshments & Prizes



*Join us in the movement to build a stronger,
healthier, and more active Fundy Albert!*
#MakeRoomtoMove #FootlooseinFundyAlbert





Celebrate Regional High School Joins the ParksACTION Community Challenge

Calderine Regional High School decided to join, alongside Fundy Albert, in the 2015 ParksACTION Community Challenge, a nationwide initiative encouraging Canadians to get active throughout June. This year, the challenge aims to crown Canada's Most Active Community, with a grand prize of \$750,000 to support local projects and sports endeavors.

To contribute to this goal, Calderine is hosting a series of events designed to engage students and community members of all ages. These activities not only promote physical health but also foster social connections and community spirit.

Open Gym Sessions

Middle School Students (Grades 6-8)

- **Tuesdays:** June 2, 9, and 16
- 3:00 PM - 4:00 PM

High School Students (Grades 9-12)

- **Thursdays:** June 5 and 12
- 3:00 PM - 4:00 PM

These sessions offer a welcoming environment for students to engage in recreational sports, develop teamwork skills, and stay active. The sessions will be split into two, with students being able to choose what activity they participate in.

Pickleball Nights

Beginner/Intermediate (14+)

- **Tuesdays & Thursdays:** June 3, 9, 16, 22, 29, July 6, 13, and 20
- 6:00 PM - 8:00 PM

Pickleball is a fun and accessible sport suitable for all skill levels. These evening sessions provide an opportunity for participants to enjoy friendly competition and improve their physical fitness. With the available space and experienced players, it is a great environment to learn and be social. The only equipment required is a pair of athletic shoes, as paddles can be supplied. The fee is \$2 per person, with each session costing only \$2 per player.



Community Cleanup

Saturday June 7 at 10am - 2pm

Alma Rink

Meet at the Alma Rink

Let's work together to keep our community clean and beautiful!
Drop by the Alma Rink anytime between 10 AM and 2 PM to pick up garbage bags and gloves.

Bonus!

All participants will be entered into a draw to win a "Footloose in Fundy Albert" t-shirt!

Please return filled garbage bags to the Alma Rink parking lot on the same day.

Thank you for helping us make a difference!



OUTDOOR CHAIR YOGA

OPENED TO THE PUBLIC

COME JOIN US!!! NO BETTER WAY TO START YOUR SATURDAY!! LET'S GO FUNDY ALBERT!!

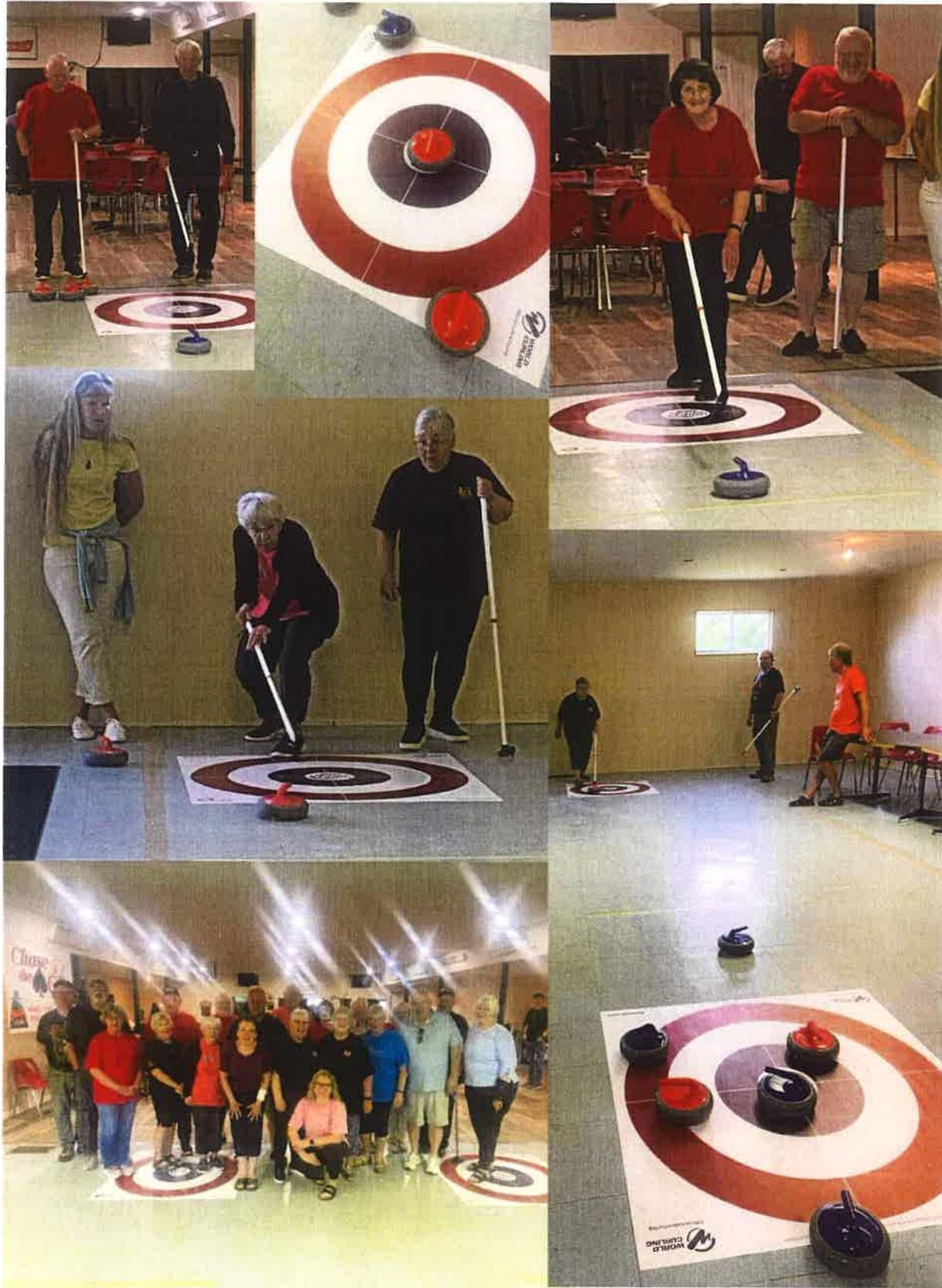
PLACE: ACROSS FROM THE OLD BALL FIELD ON MAIN STREET HILLSBOROUGH

DATE: SATURDAY, JUNE 14TH

TIME: 9AM-10AM

INSTRUCTOR: SARAH TUCKER





Municipal Short term rental Revenue

Fundy Albert Rentals					
Month	Riverside Albert Community Room	Riverside- Albert Rec Centre Gym	Alma Activity Centre	Alma Cultural Centre	Revenue
January	16	5	8	6	\$90.00
February	24	14	8	4	\$250.00
March	30	9	9	4	\$150.00
April	35	15	11	1	\$2901.00*
May	24	15	9	3	\$150.00
June	20	11	10	2	\$1415.00
Total	94	43	34	17	\$5056.00

*Aprils higher revenue was due to rental to elections (municipal & Federal)

For the Month of June:

The revenue generated for the month of June is from a day rental of the Alma Activity Centre for SNB, a couple of showers, a grad party, birthday party, union meeting and the Boys & Girls club.

The rest of the rentals consists of free usage

Riverside-Albert Recreation Centre

RA Fire Department
Nursing homes without walls
Pickleball
Gentle Yoga
Basketball
BACH Foundation
Shepody Fish & Game
ACTA

Alma Activity Centre

Nursing homes without walls

Alma Cultural Centre

Fundy Albert

Communications

VOYENTALERT!

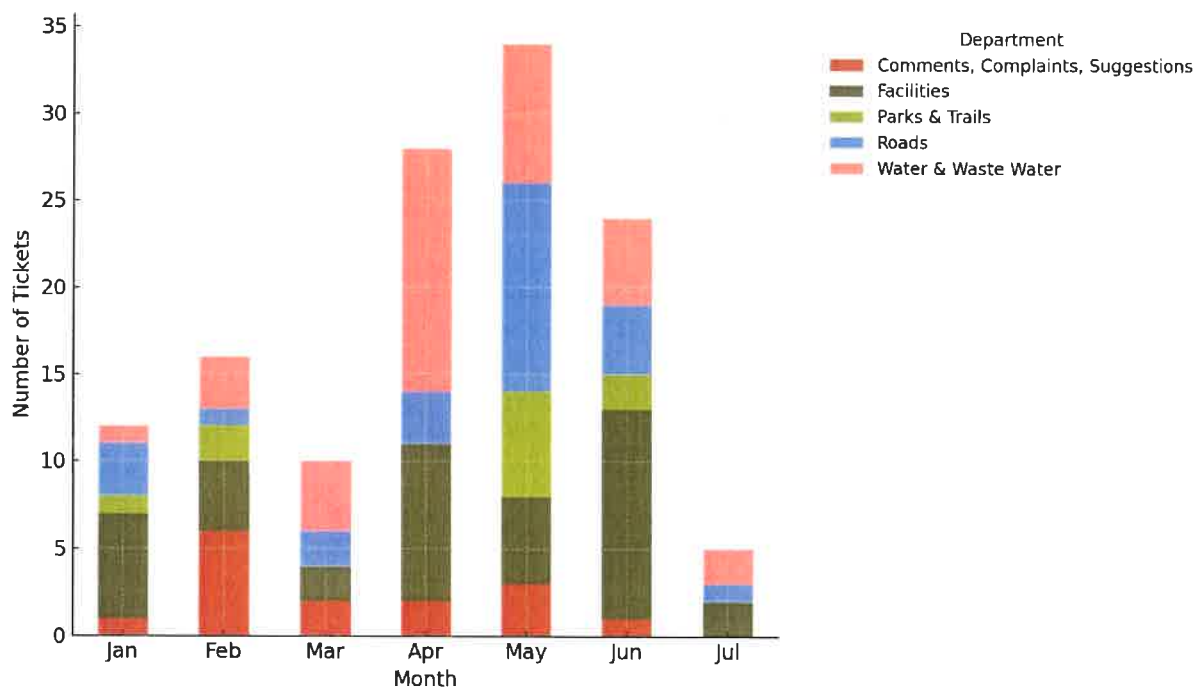
As of July 4, 2025, there are 559 subscribers to the Voyent ALERT! System. That is an increase of 26 over the last month.

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

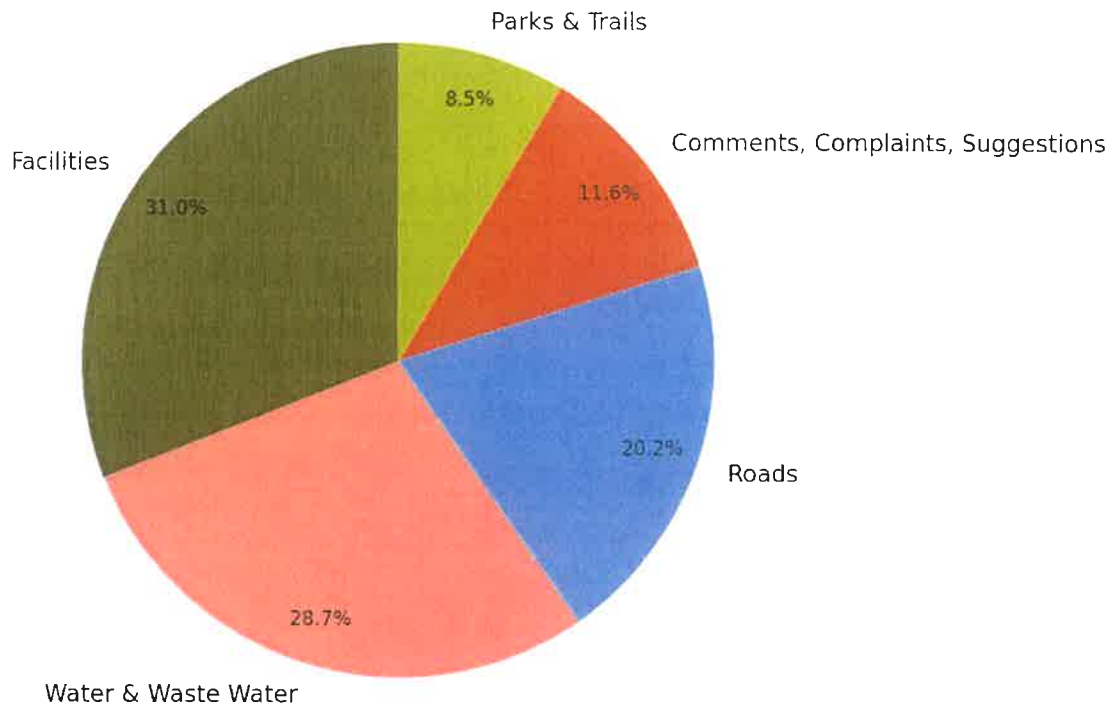
Alerts Activated by Administration – Year to Date: 48

Alerts Activated by Administration since August 2024: 71

Ticket Categories by Month 2025 to date:



Proportion of Tickets by Category 2025 to date:



Average time to complete ticket: 8.1 days

Open Tickets: 20

Water & Wastewater (Activity related to ongoing projects is reported in Major project Paragraph)

Alma

- Water Conservation Notice in place to manage usage.
- No other issues to report

Riverside-Albert

- Bicentennial leak now complete and all boil orders rescinded, quotes requested for remedial work to repair bicentennial road.
- As recommended by the OIC Planning is in progress to clear access route to reservoirs (Ponds) and begin cleaning works, Village staff to clean small pond, funding to be investigated for further cleaning and maintenance works.

Hillsborough

- Two Service installs completed in June
- Two service connections requested (See CRF for Service on Main Street)
- Hydrant Survey in progress

Public Works

- Work on going with ditch mowing and clearing branches obscuring road signs.
- Work conducted on Marshland trails as part of TCT trail care grant

Pool

- Pool is now open and delivering swimming lessons.

Beautification

- Hanging basket and flowers all in place
- Alma Park benches have been removed for repair/refurbishment

Equipment

- Ongoing equipment breakdowns—particularly truck-related—are disrupting routine operations and limiting our ability to deploy other equipment and personnel effectively. With the escalating repair costs now beyond the budgeted amount administration will seek quotes for a replacement truck to be purchased with unallocated capital fund from Fundy albert Village core and present council with recommendations at the next regular meeting
- Snow Blower- See CRF.

Roads

- DTI patching in Hillsborough Complete
- Riverside -Albert Padding/Patching to start 10 June 2025
- Alma Padding and Patching delayed, estimated start date week beginning 21st July
- Shoulder work delayed due to availability of Truck.

Minor (Internal) Projects

Project	Budget	Lifecycle stage	Remarks
Look Out Outhouses refurb	\$1200	Executing	
Picnic Shelter Roofs	\$3000	Planning	Quotes requested
RA Rec Centre Mezzanine, stairs	\$4800	On Hold	Review of original permit application has identified deficiencies in the design. Advice has been sought from Fire marshal and Plan 360
Roads-Summer Maintenance	\$180,000 (padding Patching)	Executing	Sewells delivered padding and patch on Academy and Mill Street, Hillsborough (\$53,500.00 plus HST)
	\$14,000	Complete	Browns Paving- Provisional start date of 30 June 25, Riverside-Albert followed by Alma Chignecto Rehab
	\$TBC		Bicentennial reinstatement-RFQ issued with closing date of 18 July 2025
Pool Repairs/Maintenance	\$20,000	Complete	Line repairs, painting, pool opening

	(\$14,500.00 remaining)	Initiate Initiate	Quotes requested for epoxy coat finish for pool Further pool repairs Identified
Alma Activity Centre Electrical Upgrades	\$25,000.00 2023/24 CCBF	Complete Handover ongoing	Power electrical conducting works- Completion date 20 th June 2025
Alma Gazebo	\$49,514.00	Planning	
<u>Steeves House Museum</u>	\$678.50 (\$13,411.50 remaining)	Complete Initiate	Foundation Repair. Meeting held with NB Heritage and Hillsborough Historical society, recommendation to conduct inspection to assess condition and priority works

Major Projects

WARD 1

Alma Water Project Phase 1 & Phase 2

- Most underground work completed.
- Trusses and roof installed on water control building.
- Work has begun on PRV building.
- Reservoirs delivered awaiting assembly.
- Construction laydown area complete.

- Measurement of private wells conducted on Thursday 10 July.

WARD 2

Riverside Albert Water Filtration Project – Scope change works ongoing to deliver – No Change

- o Improved Ventilation System – Enhancing air quality and creating a safer work environment.
- o Renewed Floor Covering – Increasing cleanliness and durability within the facility.
- o Upgraded Chlorination Equipment – Strengthening water treatment processes to ensure drinking water meets mandated safety standards.

WARD 3

Golf Club Road – No Change

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

WARD 4

Hillsborough Water Exploration

- Hydrogeological survey and Environmental Impact Assessment (EIA) In progress.
- Environmental survey Conducted.
- Proposed timeline
 - o Drill test well Late summer- Fall
 - o Pump test Winter early spring
- Scope/Contract for next tasks to be discussed and confirmed over the coming months.

Grey Brook (Route 114) – No Change

- NB Power has begun work moving electrical and communication cables & Poles
- An update was requested from NBDTI, the following is a summary of their response: The department remains committed to the project; however, unforeseen technical challenges related to environmental conditions, municipal infrastructure, and soft soils have caused delays. These are not administrative delays but complex site issues requiring resolution.

To reduce risk and maintain momentum, the plan is to tender later this year and, if possible, begin relocating municipal infrastructure and procuring pipe materials in the current season. Major construction would follow next calendar year, once all technical concerns are resolved.

Pound Hill – No Change

- Review to be made of project late September early October to identify any defects covered by warranty.

WARD 5

NIL

WARD 6

Greensboro Lagoon. The Greensboro Lagoon project is moving forward with the finalization of design packages and permitting, including archaeological and environmental assessments. Construction is targeted to begin in the fall, pending permit approvals, construction sequencing will be detailed in the tender documents. A five-year monitoring program will follow to assess post-construction impacts.

Financial analysis is underway for a proposed resident connection fee to cover startup and legal costs. A rate study will determine fair charges, with ongoing annual reviews of operating costs. The lagoon is expected to transfer to the municipality in late 2026.

A public meeting is planned for early September to inform residents about connection and project details. Clear information on fees will be available in advance to address public concerns.

Date: July 15th, 2025

Department: Finance

Income Statements/Bank Balance

Please see below for balances as per June 30th, 2025.

General

- Net Income/Loss: \$252,294.09
- Available Bank Balance: \$898,984.09

Please see Appendix I – General Gross Margin Income Statement & Notes.

Alma Utility

- Net Income/Loss: \$84,271.12
- Available Bank Balance: \$193,434.77 plus \$50,000 overdraft

Please see Appendix II – Alma Utility Gross Margin Income Statement & Notes.

Hillsborough Utility

- Net Income/Loss: \$73,651.07
- Available Bank Balance: \$293,916.03

Please see Appendix III – Hillsborough Utility Gross Margin Income Statement & Notes.

Riverside-Albert Utility

- Net Income/Loss: \$(100,659.31)
- Available Bank Balance: \$(13,112.71) plus \$100,000 overdraft

Please see Appendix IIII – Riverside-Albert Utility Gross Margin Income Statement & Notes

Receivables

Billing for Hillsborough Utility 2nd Quarter and, Alma & Riverside-Albert Utility 3rd Quarter is being processed and mailed out with statements.

Some of our customers have not responded to the disconnection notices or followed through with their agreed upon payment arrangements. As a result, service disconnections for these accounts are scheduled to occur in the coming weeks.

Please see chart below for update collection efforts:

Department	61-90 (05/25)	61-90 (06/25)	91+ (05/25)	91+ (06/25)	Collections*
Alma Utility	-	40,354	20,025	13,461	9,891
Riverside-Albert Utility	-	16,080	17,404	13,075	29,749
Hillsborough Utility	71,557	2,593	55,207	84,060	12,924
General	-	-	-	3,034**	5,687

*Collection – These amounts have been sent to collections/services disconnected

**Credits were removed from report to show more accurate picture of receivables for General

Proposed Resolutions

- Transfer of Riverside-Albert Utility Operating Reserve to Operating as per the 2025 Budget
- Capital Funds withdrawn from GIC#11 for the Gazebo should not have been withdrawn as the Gazebo is a Shared Asset and is to be withdrawn from the Capital Account. It is recommended that it is used for possible upcoming “village core” capital projects by yearend or reinvest.

Canada Community Building Fund (CCBF)

Please see Appendix V for an update on current CCBF spending. May it be noted that once we receive approval from CCBF on our 2024-28 Capital Investment Plan, a section will be added to this report.

Canada Community Building Fund

2014-2018 Capital Plan

<i>Project & Description</i>	<i>Amount</i>	<i>Stage of Project</i>
Hillsborough - Water Systems Upgrade (Phase II Water Exploration) Construction of a new well and related infrastructure, including connection to the existing pump house following 72hr pump test	\$ 402,491	Starting Phase I Water Exploration
Riverside-Albert - Street Upgrades - Phase I Rebuilding of Riverside-Albert Streets to Standards	\$ 14,774	Not Started
	<u>\$ 417,265</u>	

2019-2023 Capital Plan

<i>Project & Description</i>	<i>Amount</i>	<i>Stage of Project</i>
Hillsborough - Sanitary Sewer Upgrades Moving of Sewer Mains from Private Property to under the road	\$ 156,095	Not Started
Riverside-Albert - Reservoir Road - Phase I Completeion of Reservoir Road <i>*Monies cannot be used towards any aspect to the purchase/leasing of property</i>	\$ 65,892	Reviewing Current Access/Requesting Quotes
Riverside-Albert - Street Upgrades - Phase II Rebuilding of Riverside-Albert Streets to Standards	\$ 75,274	Not Started
Riverside-Albert - Water Tower Hydrant A Water Tower to drain of stagnant water, could also be used as a secondary source of water for the fd as their current is expired	\$ 35,298	Drawings Completed
Alma Waterfront Park - Gazebo Rebuilt Alma Waterfront Paro - Gazebo	\$ 4,514	Design Phase
	<u>\$ 337,073</u>	

2023-24 Revised Allocation

<i>Project & Description</i>	<i>Amount</i>	<i>Stage of Project</i>
Alma Acitvity Centre - Electrical Upgrade Complete Bringing Electrical up to code	\$ 59,064	Upon Completion
Lower Coverdale - White Birch Estates Playground Upgrade Fund New Equipment to Playground	\$ 15,000	Not Started
Asset Management Plan Update Combine Former Villages Asset Management Plans & Update	\$ 24,632	In Progress
Alma Lift Station - Pump Replacement Replacement of one pump per station	\$ 45,000	Pumps Ordered
	<u>\$ 143,696</u>	

Riverside-Albert Utility Department Comparative Gross Margin Income Statement

Target: 50%

	Budget	Actual		
REVENUE				
Residential - Water	89,369.00	42,924.00		
Residential Plus - Water	-	912.00		
Total Residential - Water	89,369.00	43,836.00	49%	
Commercial - Water	7,921.00	4,560.00	58%	
Industrial	8,607.00	8,607.00	100%	Billed for the Year
Institutional - Water	59,378.00	23,194.00	39%	
Own Local Government - Water	3,507.00	3,507.20	100%	Billed for the year
Residential - Waste Water	63,980.00	30,480.00		
Residential Plus - Wastewater	-	552.00		
Total Residential - Wastewater	63,980.00	31,032.00	49%	
Commercial - Wastewater	7,150.00	4,140.00	58%	
Industrial - Wastewater	-	-		
Institutional - Wastewater	50,405.00	25,202.90	50%	
Own Local Government - Wastewater	520.00	620.00	119%	Billed for the Year
Connection & Service Charges	2,000.00	-	0%	
Other	-	30.00		Encumbrance Certificate Revenue
Interest on Investments	-	-		
Surcharges	-	-		
Interest	3,144.00	2,341.11	74%	Revenue higher than expected
Water Supply (Fire)	5,000.00	5,000.00	100%	Billed for the Year
Federal Government (UT)	-	-		
Provincial Government (UT)	-	-		
Other Governments (UT)	-	-		
Federal Government (CT)	-	-		
Provincial Government (CT)	-	38,390.00		Federal/Provincial Funding for Water Projects
Other Governments (CT)	-	-		
Surplus From Previous Year - Water	-	-		
Surplus From Previous Year - WW	-	-		

Surplus From Previous Year - Combin	-	-	
Operating Reserve Fund	12,400.00	-	0% To be Transferred Soon
Capital Reserve	-	9,984.90	Capital Funds for Water Projects
TOTAL REVENUE	<u>313,381.00</u>	<u>200,445.11</u>	64%
EXPENSES			
Admin. & General: Personnel	-	-	
Admin. & Personnel: Other	69,581.00	40,097.74	58% Net HST From Water Capital Projects
Purification & Treatment: Personnel	-	-	
Purification & Treatment: Other	22,351.00	9,443.25	42%
Source of Supply: Personnel	-	-	
Source of Supply: Other	20,614.00	1,130.84	5% Tank Inspection & Cleaning Not Complete
Transmission & Distribution: Person	-	-	
Transmission & Distribution: Other	14,065.00	32,197.47	229% Water Line Repair
Power & Pumping Personnel	-	-	
Power & Pumping: Other	10,377.00	7,564.15	73% NB Power Costs Higher than Anticipated
Billing & Collection: Personnel (W)	-	-	
Billing & Collection: Other (W)	-	-	
Water Purchased	-	-	
Water Supply: Other	-	35.60	
Admin. & General: Personnel (WW)	-	-	
Admin. & General: Other (WW)	41,246.00	40,097.72	97% Water Operator Portion to be Adjusted Next Quarter
Wastewater Collection System: Perso	-	-	
Wastewater Collection System: Other	5,000.00	80.59	2% Contingency Not Used
Wastewater Lift Station(s): Personn	-	-	
Wastewater Lift Station(s): Other	18,801.00	2,710.07	14% Annual Inspection/Contingency Not Used
Wastewater Treatment & Disposal: Pe	-	-	
Wastewater Treatment & Disposal: Ot	3,766.00	1,020.21	27% Expenses Lower than Anticipated
Storm Sewers	-	-	
Billing & Collection: Personnel (WW)	-	-	
Billing & Collection: Other (WW)	-	-	
Other Wastewater Disposal	-	-	
Less Transfer: General Fund (SS)	-	-	

Interest on Temporary Borrowing (W)	15,801.00	75,235.93	476%
Interest on Long-Term Debt (W)	38,602.00	11,826.16	31%
Principal Installments (W)	39,617.00	-	0%
Capital Leasing Arrangements (W)	-	-	-
Other: Water System Debt Charges	-	-	-
Interest on Temporary Borrowing (WW)	-	-	-
Interest on Long-Term Debt (WW)	4,560.00	2,279.92	50%
Principal Installments (WW)	9,000.00	-	0%
Capital Leasing Arrangements (WW)	-	-	-
Other: Wastewater Debt Charges	-	-	-
Reserve: Capital Water	-	-	-
Reserve: Operating Water	-	-	-
Reserve: Capital Wastewater System	-	-	-
Reserve: Operating Wastewater Syste	-	-	-
Capital: Wastewater	-	-	-
Deficit from Previous: Combined	-	-	-
Deficit From Previous: Water	-	-	-
Deficit From Previous: Wastewater	-	-	-
Discounts	-	-	-
Provision for Loss on Accounts Rec.	-	-	-
Previous Unaccrued Liability: Water	-	-	-
Previous Unaccrued Liability WW	-	-	-
Other	-	-	-
Capital Investment	-	77,384.77	-
Bank Fees	-	-	-
Service Fees (A/R)	-	-	-
Net HST	-	-	-
Gain/loss	-	-	-
EI Expense	-	-	-
CPP Expense	-	-	-
TOTAL EXPENSES	<u>313,381.00</u>	<u>301,104.42</u>	96%
NET INCOME	<u>-</u>	<u>100,659.31</u>	

Hillsborough Utility Comparative Gross Margin Income Statement

Target: 50%

OPERATING REVENUE	Budget	Actual	Percent
REVENUE			
Residential - Water	231,000.00	111,377.50	48%
Commercial - Water	-	-	
Industrial - Water	-	-	
Institutional - Water	-	-	
Own Local Government - Water	-	-	
Residential - Wastewater	290,500.00	138,166.25	48%
Commercial - Wastewater	-	1,353.75	
Industrial - Wastewater	-	-	
Institutional - Wastewater	-	-	
Own Local Government - Wastewater	-	-	
Connection & Service Charges	2,500.00	2,000.00	80% Revenue Varies Depending on Connections
Other	-	-	
Interest on Investments	-	-	
Surcharges	-	-	
Interest	6,500.00	14,519.69	223% More Interest Earned than Anticipated
Water Supply (Fire)	8,280.00	8,280.00	100% Billed for the Year
Misc. Other	200.00	120.00	60% Encumbrance Certificates
Federal Government (UT)	-	-	
Provincial Government (UT)	-	-	
Other Governments (UT)	-	-	
Total Unconditional Transfers	-	-	
Conditional Transfers	-	-	
Federal Government (CT)	-	-	
Provincial Government (CT)	-	-	
Other Governments (CT)	-	-	

Surplus from Previous - Water	-	-	
Surplus from Previous - Wastewater	-	-	
Surplus from Previous - Combined	63,485.00	-	0% Yearend Entry
Operating Reserve Fund	46,000.00	-	0% Healthy Cashflow/Transfer not Complete
TOTAL REVENUE	<u>648,465.00</u>	<u>275,817.19</u>	43%

EXPENSES

Admin. & General: Personnel	-	-	
Admin. & General: Other (W)	79,883.00	28,746.02	36% Net HST Lower than Anticipated (Water Exploration)
Purification & Treatment: Personnel	-	-	
Purification & Treatment: Other	11,148.00	8,374.36	75% Repair Contingency Used
Source of Supply: Personnel	-	-	
Source of Supply: Other	206,322.00	15,764.21	8% Anticipated Water Exploration Expenses Not Invoiced Yet
Transmission & Distribution: Person	-	-	
Transmission & Distribution: Other	35,690.00	8,151.70	23% Legion Street Connection Billed in July
Power & Pumping: Personnel	-	-	
Power & Pumping: Other	16,161.00	7,612.67	47%
Billing & Collection: Personnel (W)	-	-	
Billing & Collection: Other (W)	-	-	
Water Purchased	-	-	
Water Supply: Other	-	35.60	Misc. Water Supply
Admin. & General: Personnel (WW)	-	-	
Admin. & General: Other (WW)	44,977.00	28,746.04	64% Utility Transfer Billing Split evenly - Will Adjust Next Quarter
Wastewater Collection System: Per.	-	-	
Wastewater Collection System: Other	10,000.00	4,879.00	49%
Wastewater Lift Station(s): Person.	-	-	
Wastewater Lift Station(s): Other	34,619.00	9,823.80	28% Annual Maintenance/Pump Rebuild Not Completed
Wastewater Treatment & Disposal: P	-	-	
Wastewater Treatment & Disposal: Ot	39,336.00	20,622.97	52%
Storm Sewers	-	-	
Billing & Collection: Personnel (WW)	-	-	
Billing & Collection: Other (WW)	-	-	
Other Wastewater Disposal	-	-	

Less Transfer General (SS)	-	-	
Interest on Temporary Borrowing (W)	-	-	
Interest on Long-Term Debt (W)	-	-	
Principal Installments (W)	-	-	
Capital Leasing Arrangements (W)	-	-	
Other: Water System Debt Charges	-	-	
Interest on Temporary Borrowing (WW)	-	-	
Interest on Long-Term Debt (WW)	56,711.00	22,409.75	40%
Principal Installments (WW)	81,000.00	47,000.00	58%
Capital Leasing Arrangements (WW)	-	-	
Other: Wastewater Debt Charges	-	-	
Reserve: Capital Water	-	-	
Reserve: Operating Water	-	-	
Reserve: Capital Wastewater System	5,500.00	-	0% Yearend Transfer Not Completed
Reserve: Operating Wastewater Sys	-	-	
Capital: Water	27,118.00	-	0% Yearend Transfer Not Completed
Capital: Wastewater	-	-	
Deficit from Previous: Combined	-	-	
Deficit from Previous: Water	-	-	
Deficit from Previous: Wastewater	-	-	
Discounts	-	-	
Provision for Loss on Accounts Rec.	-	-	
Previous Unaccrued Liability: Water	-	-	
Previous Unaccrued Liability: WW	-	-	
Capital Investment	-	-	
Bank Fees	-	-	
CC Service Fees	-	-	
NET HST	-	-	
EI Expense	-	-	
CPP Expense	-	-	
TOTAL EXPENSES	648,465.00	202,166.12	31%

NET INCOME

-

73,651.07

Generated On: 2025-07-08

Alma Utility Comparative Gross Margin Income Statement

Target: 50%

OPERATING REVENUE	Budget	Actual	
REVENUE			
Residential - Water	170,742.00	68,381.40	49%
Commercial - Water	-	12,530.35	
Industrial - Water	-	-	
Institutional - Water	-	-	
Own Local Government - Water	-	2,730.00	
Residential - Wastewater	169,287.00	69,526.40	50%
Commercial - Wastewater	-	11,996.35	
Industrial - Wastewater	-	-	
Institutional - Wastewater	-	-	
Own Local Government - Wastewater	-	2,555.00	
Connection & Service Charges	-	-	
Other	-	-	
Interest on Investments	-	-	
Surcharges	-	-	
Interest	3,700.00	2,057.36	56%
Misc Other	100.00	40.00	40% Encumbrance Certificates
Federal Government (UT)	-	-	
Provincial Government (UT)	-	-	
Other Governments (UT)	30,000.00	30,000.00	100%
Federal Government (CT)	-	-	
Provincial Government (CT)	-	1,049,157.02	Federal/Provincial Funding - Alma Water Project
Other Governments (CT)	-	-	
Surplus from Previous - Water	-	-	
Surplus From Previous - Wastewater	-	-	
Surplus From Previous - Combined	-	-	

Operating Reserve Fund	-	-	
TOTAL REVENUE	373,829.00	1,248,973.88	334%
EXPENSES			
Admin. & General: Personnel	-	-	
Admin. & General: Other (W)	69,184.00	48,239.45	70% HST Split - Capital Project - Funding Covers
Purification & Treatment: Personnel	-	-	
Purification & Treatment: Other	12,066.00	2,519.65	21% Contingency Not Used
Source of Supply: Personnel	-	-	
Source of Supply: Other	1,022.00	821.38	80% Only Expense is Insurance from August - December
Transmission & Distribution: Person	-	-	
Transmission & Distribution: Other	14,000.00	5,266.90	38% Contingency Not Used
Power & Pumping: Personnel	-	-	
Power & Pumping: Other	7,833.00	5,286.81	68% NB Power Costs Higher then Anticipated
Billing & Collection: Personnel (W)	-	-	
Billing & Collection: Other (W)	-	-	
Water Purchased	8,256.00	-	0% Billed in the Fall
Water Supply: Other	-	198.60	Misc. Water Supply Parts
Admin. & General: Personnel (WW)	-	-	
Admin. & General: Other (WW)	44,156.00	48,239.46	109% HST Split - Capital Project - Funding Covers
Wastewater Collection System: Per.	-	-	
Wastewater Collection System: Other	5,000.00	892.50	18% Contingency Not Used
Wastewater Lift Station(s): Per.	-	-	
Wastewater Lift Station(s): Other	42,081.00	29,476.76	70% Repair Contingency Used - Rebuilt 2 Pumps
Wastewater Treatment & Disposal: P.	-	-	
Wastewater Treatment & Disposal: O.	33,817.00	6,348.97	19% Contingency Not Used
Storm Sewers	-	-	
Billing & Collection: Personnel (WW)	-	-	
Billing & Collection: Other (WW)	-	-	
Other Wastewater Disposal	1,446.00	707.48	49%
Less Transfer: General (SS)	-	-	
Interest on Temporary Borrowing (W)	32,400.00	13,259.01	41% Lower than Anticipated
Interest on Long-Term Debt (W)	11,783.00	5,912.25	50% Remainder to be Billed in Nov/Dec

Principal Installments (W)	39,500.00	3,000.00	8% Remainder to be Billed in Nov/Dec
Capital Leasing Arrangements (W)	-	-	
Other: Water System Debt Charges	-	-	
Total Wastewater Debt Charges	-	-	
Wastewater Debt Charges	-	-	
Interest on Temporary Borrowing (WW)	-	-	
Interest on Long-Term Debt (WW)	11,785.00	5,912.25	50% Remainder to be Billed in Nov/Dec
Principal Installments (WW)	39,500.00	3,000.00	8% Remainder to be Billed in Nov/Dec
Capital Leasing Arrangements (WW)	-	-	
Other: Wastewater Debt Charges	-	-	
Reserve: Capital Water	-	-	
Reserve: Operating Water	-	-	
Reserve: Capital Wastewater System	-	-	
Reserve: Operating Wastewater Sys	-	-	
Capital: Water	-	-	
Capital: Wastewater	-	-	
Capital Investment	-	985,619.29	Alma Water Exploration & Infrastructure Project
Deficit from Previous: Combined	-	-	
Deficit From Previous: Water	-	-	
Deficit From Previous: Wastewater	-	-	
Discounts	-	-	
Provision for Loss on Accounts Rec.	-	-	
Previous Unaccrued Liability: Water	-	-	
Previous Unaccrued Liability: WW	-	-	
Bank Fees	-	-	
Net HSt	-	-	
Bad Debt Expense	-	-	
Debit/Credit Cards Fees	-	-	
TOTAL EXPENSES	373,829.00	1,164,702.76	312%
NET INCOME	-	84,271.12	

Fundy Albert - General Comparative Gross Margin Income Statement

Target: 50%

	Budget	Actual	Percent	
OPERATING REVENUE				
REVENUE				
Local Warrant		5,602,033.00	2,801,016.06	50%
Equalization Grant		213,527.00	106,763.58	50%
Fire		18,896.00	9,348.00	50%
Roads & Streets - Hillsborough	10,566.00	-	-	0%
Roads & Streets		10,566.00	-	
Environmental Health - Circular Mat		92,636.00	31,397.67	34% Anticipated Rev. Differeing from Original - Investgating
Alma Activity Centre	13,000.00	7,985.00		
Riverside-Albert Recreation Centre	13,500.00	4,776.00		
Community Centre (Hall)		26,500.00	12,761.00	48%
Hillsborough Swimming Pool	5,000.00	650.00		
Swimming Pools, Beaches, Marinas		5,000.00	650.00	13% Pool Just Opening
Hillsborough Arena	120,003.00	57,890.05		
Skating Rink & Arena		120,003.00	57,890.05	48% 1/2 Season Complete/Rate Increase for Fall
Animal License & Permits		500.00	-	0% NBSPCA Contract - Revenue Diverted to Them
Building Permits		35,000.00	28,693.18	82% Received more permits than budgeted
Fines - By-Law Enforcement		-	-	
Alma Multicultural Building		24,120.00	12,355.00	51%
Alma Office	-	2,000.00		Revenue Not Anticipated
Artisan Village	3,750.00	1,100.00		Two Units Not Rented
Riverside-Albert Office	12,000.00	2,214.04		Revenue Lower then Anticipated
Rentals - Buildings Other		15,750.00	5,314.04	34%
Return on Investments - Interest		-	-	
Interest on Investments		30,000.00	13,403.03	45% Revenue Not As Anticipated
Profit on Sale of Investment		-	-	
Commissions		-	-	

Contributions (Gifts, Donations, Etc)	-	-	-	
Other, Miscellaneous	-	-	5,562.48	NB Modlers Field, Photocopies, Elections NB
Federal Government (UT)	-	-	6,000.00	Heritage Canada Fund - Canada Day
Provincial Government (UT)	-	-	120,000.00	Local Government Funding
Other (UT)	-	-	-	
Federal Government (CT)	-	-	-	
Provincial Government (CT)	-	-	-	
Other (CT)	-	-	-	
Second Previous Surplus	100,000.00	-	-	0% Revenue Recorded at Yearend
Transfer From Operating Reserve	70,389.00	-	-	0% Transfer Not Completed/Healthy Cash Flow
Transfer From Reserve	-	-	-	
Alma Utility	105,263.00	52,632.00	-	
Hillsborough Utility	105,263.00	52,632.00	-	
Riverside-Albert Utility	105,263.00	52,632.00	-	
Utility Fund	315,789.00	157,896.00	50%	
Other	-	-	-	
Grants	-	-	-	
PILT	-	-	-	
TOTAL REVENUE	<u>6,680,509.00</u>	<u>3,369,050.09</u>	50%	
EXPENSES				
Mayor: Personnel.	42,172.00	6,666.66	16% No Mayor January - April	
Mayor: Other	2,000.00	1,825.65	91% Expenses high than anticipated	
Councillor - Ward 1: Personnel	20,982.00	5,894.92	No Ward 1 Councillor February - April	
Councillor - Ward 2: Personnel	20,982.00	10,490.88		
Councillor - Ward 3: Personnel	20,982.00	10,490.88		
Councillor - Ward 4: Personnel	20,982.00	10,490.88		
Councillor - Ward 5: Personnel	20,982.00	10,000.02		
Councillor - Ward 6: Personnel	25,220.00	16,768.13	Received Mayor Honorarium for February to April	
Councillors: Personnel	130,130.00	64,135.71	49%	
Councillor - Ward 1: Other	1,336.00	229.06		
Councillor - Ward 2: Other	1,336.00	361.34		
Councillor - Ward 3: Other	1,336.00	394.40		
Councillor - Ward 4: Other	1,336.00	-		

Councillor - Ward 5: Other	1,320.00	433.84				
Councillor - Ward 6: Other	1,336.00	682.66				
Councillors: Other	8,000.00	2,101.30	26% Expenses lower than anticipated			
Development Seminars	1,000.00	1,864.09	186% Training w/ Brenda Knight & Barb Quigley			
Other Legislative Costs	3,500.00	852.84	24% Expenses lower than anticipated			
Manager, Administrator: Personnel	117,688.00	26,432.51	22% Mid April - Present: No CAO/Adjustment to Benefits			
Manager, Administrator: Other	2,500.00	839.40	34% Mid April - Present: No CAO			
Clerk: Personnel	58,561.00	68,136.97	116% Dir. of Comm Serv to Director of Leg. Serv./Interim CAO			
Clerk: Other	-	-				
Human Resources: Other	4,400.00	1,979.00	45% Have not Received Expense of CAO Recruitment			
Alma Office	23,356.00	6,886.80				
Hillsborough Office	46,375.00	30,610.16				
Riverside-Albert Office	9,140.00	4,900.26				
Office Building(s)	78,871.00	42,397.22	54% Higher IT Costs/Property Tax			
Legal Services	25,000.00	8,722.60	35% Legal Use - Low			
Other Administrative Services	44,790.00	27,725.60	62% WorksafeNB Paid for 2025			
Financial Administration: Personnel	67,981.00	32,806.83	48%			
Financial Administration: Other	-	-				
Accounting: Personnel	59,764.00	27,821.99	47%			
Accounting: Other	3,750.00	20,000.00	533% e6 - Funded by Local Government			
External Audit: Audit Fees	25,000.00	4,600.00	18% Additional Auditing Fees for 2023 Audit			
Purchasing: Other	159,981.00	28,894.72	18% Anticipated Purchasing/Projects - Not Billed/Complete			
Civic Relations	5,000.00	2,357.94	47%			
Training & Development	20,000.00	9,488.01	47%			
Cost of Assessment	128,249.00	128,249.00	100%			
Regional & Collaborative Services	16,821.00	8,410.32	50%			
Other General Administration Service	-	13,862.20	Funded Projects/Friends of Fundy VIC Rental Abatemen			
Conventions & Delegations	7,000.00	-	0%			
Liability Insurance	59,400.00	24,086.85	41%			
Municipal Association Membership	10,000.00	8,443.17	84%			
Grants: Other	25,000.00	15,250.00	61%			
R.C.M.P.	1,097,838.00	548,919.00	50%			
A - Fire Admin.: Personnel	-	-				

H - Fire Admin.: Personnel	-		-			
RA - Fire Admin.: Personnel	-		-			
Fire Administration: Personnel						
A - FF Force: Personnel	13,096.00	-	-			
H - FF Force: Personnel	26,192.00		-			
RA - FF Force: Personnel	21,281.00		-			
Firefighting Force: Personnel		60,569.00				0% Honorarium Paid at Yearend/No DNRED Revenue
A - FF Force: Other	9,212.00		6,693.46			
H - FF Force: Other	17,005.00		11,757.46			
RA - FF Force: Other	12,813.00		16,110.97			
Firefighting Force: Other		39,030.00		34,561.89		89% Annual Insurance & WorksafeNB Paid
A - Fire Alarm Systems	649.00		6,048.37			
H - Fire Alarm Systems	1,297.00		4,860.07			
RA - Fire Alarm Systems	1,054.00		1,783.86			
Fire Alarm System	102,775.00		2,384.20			
Fire Alarm Systems		105,775.00		15,076.50		14% VHF Radios Repaired/Replaced & Operating
A - Fire Prevention		1,000.00		-		0% Fire Prevention Events in Fall
H - Fire Prevention		1,000.00		126.09		13% Fire Prevention Events in Fall
RA - Fire Prevention		1,000.00		145.00		15% Fire Prevention Events in Fall
Fire Investigation		2,000.00		-		0% No Billed Investigations
A - Water Cost (Reg. 81-195)	-		-			
H - Water Cost (Reg. 81-195)	8,280.00		8,280.00			
RA - Water Cost (Reg. 81-195)	5,000.00		5,000.00			
Water Cost (Reg. 81-195)		13,280.00		13,280.00		100% Billed for the Year
A - Training & Develop.: Personnel	-		-			
H - Training & Develop.: Personnel	-		-			
RA - Training & Develop.: Personnel						
Training & Development: Personnel		-		-		
A - Training & Develop.: Other		2,500.00		385.00		15%
H - Training & Develop.: Other		7,500.00		4,568.22		61%
RA - Training & Develop.: Other		5,000.00		2,676.27		54%
Alma Station & Building	18,759.00		7,100.18			
Hillsborough Station	19,662.00		11,438.29			Electrical Repairs Completed

Riverside-Albert Station	16,371.00	54,792.00	10,416.97	28,955.44	53%	Utility Billed for the year
Station(s) & Building(s)						
A - Fighting Equipment	52,300.00		8,307.28			Replacement Equip. Replacement Not Completed
H - Fighting Equipment	97,700.00		30,118.78			Replacement Equip. Replacement Partially Completed
RA - Fighting Equipment	75,000.00		45,538.51			Replacement Equip. Replacement Almost Completed
Fighting Equipment		225,000.00		83,964.57	37%	
Fire Service: Contract w/ Other Gov		382,249.00		191,124.50	50%	
Emergency Measures - Disaster Contr		6,913.00		863.15	12%	Honorarium Paid at Yearend/Contingency
Emergency Measure: T & D		-		-		
Other: Fire Protective Services		-		-		
By-Law Enforcement: Personnel		-		-		
By-Law Enforcement: Other		56,490.00		45,192.00	80%	Paid 1/2 2025 Invoices and Deposit
Animal & Pest Control: Personnel		-		-		
Animal & Pest Control: Other		18,126.00		5,741.48	32%	Awaiting 2nd Quarter Billing
Regional Public Safety Committee		1,580.00		789.84	50%	
Common Services: Personnel		255,787.00		82,501.62	32%	Superintendent Not Hired
Common Services: Other		6,180.00		1,409.12	23%	Expenses lower than anticipated
Road Transport: Personnel		-		-		
Road Transport: Other		-		-		
General Equipment		85,000.00		57,567.19	68%	Equipment Repairs Higher than Anticipated
Workshops, Yards & Buildings: Perso		406,165.00		184,709.63	45%	Overtime use low
Workshops, Yards & Buildings: Other		53,414.00		20,214.71	38%	Shop Costs Low/Uniform Costs Not Complete
Summer Maintenance: Personnel		-		-		
Summer Maintenance: Other		-		-		
Summer Maintenance: Private Contrac		249,202.00		55,284.00	22%	Only Hillsborough Padding Completed
Summer Maintenance: DTI		34,961.00		18,934.06	54%	
Sidewalks		6,000.00		-	0%	
Culverts & Drainage Ditches		89,280.00		25,755.00	29%	Budgeted Repairs Not Completed
Storm Sewers		-		-		
Snow Removal: Personnel		-		-		
Snow Removal: Other		-		-		
Snow Removal: Private Contract		261,971.00		195,554.31	75%	One Quarter of 2025 Left to be Billed
Snow & Ice Removal: DTI		85,551.00		29,692.74	35%	Only One Portion Billed

Bridges, Viaduct, Causeway & Grade	5,000.00	3,350.00	67% Inspection Complete
Street Lights	78,821.00	40,715.32	52%
Street Signs	1,500.00	1,638.67	109% Expenses high than anticipated
Regional Transport: RSC	2,173.00	1,086.60	50%
Collection: Personnel/Contract	599,732.00	323,386.27	54%
Collection (RSC)	-	-	
Disposal: Tipping Fees (RSC)	104,370.00	52,185.00	50%
Cemeteries	-	-	
Public Health Services: Other	4,634.00	2,316.78	50%
Planning (RSC)	204,274.00	102,136.98	50%
Beautification & Rehabilitation	16,714.00	4,008.17	24% Christmas light Contingency & Bucket Truck
Natural Resources Dev. - Other	5,000.00	-	0% Knotweed Contract Not Started for 2025
Tree Removal & Planting	7,667.00	-	0% Service Not Required Thus Far
C&S Development : RSC	5,320.00	2,659.98	50%
Industrial Parks & Commissions	-	-	
Eco. Develop.: Personnel	79,904.00	5,240.59	7% Dir. of Comm. Serv. to Director of Leg. Serv./Interim CA
Eco. Develop.: Other	-	-	
Tourist Bureau	24,485.00	10,008.54	41%
Tourist Camps, Parks, Etc.	12,856.00	2,289.14	18% Picnic Shelter Roof Replacement Not Completed
Promotion of Tourist Attraction	-	-	
Tourism: Other(Decorative Lighting)	-	-	
Other Develop. Services - RSC	1,129.00	564.36	50%
Recreation Administration: Other	10,000.00	8,646.01	86% Contains Funded Canada Day Activities
Community Centres: Personnel	-	-	
Community Centres & Halls: Other	59,469.00	33,159.56	56%
Swimming Pools, Beaches, Marinas: P	16,133.00	-	0% Pool Just Opening
Swimming Pools, Beaches, Marinas: O	35,000.00	4,638.25	13% Repairs/Operating Lower than Anticipated
Skating Rinks & Arenas: Personnel	114,768.00	74,213.09	65% 1/3 Season Remaining
Skating Rinks & Arenas: Other	141,478.00	62,969.92	45%
Parks & Playgrounds: Personnel	17,904.00	1,037.68	6% Students Just Starting
Parks & Playgrounds: Other	14,922.00	8,116.23	54%
Cultural Buildings & Facilities: P	-	-	
Cultural Buildings & Facilities: O	15,594.00	10,659.08	68%

Museums: Personnel	-	-	-	
Museums: Other	20,924.00	5,544.68	26%	Basement Repair Lower than Anticipated
Libraries: Personnel	-	-		
Libraries: Other - H. Library	7,289.00	4,449.12		
Library Building	20,555.00	9,201.26		
Libraries: Other - Literacy Express	-	-		
Libraries: Other	27,844.00	13,650.38	49%	
Place of Assembly: Other	-	-		
Other Recreation & Cultural Service	1,385.00	692.28	50%	
Interest: STB for Capital Projects	45,499.00	-	0%	Anticipated Capital Projects Not Started
Interest: Current Operations (LoFC)	-	-		
Interest: Long Term Debt	73,250.00	5,540.00	8%	Capital Purchasing/Projects Not Started
Principal Installments	90,000.00	20,000.00	22%	
Capital Leasing Arrangements	109,865.00	63,146.10	57%	To be Bought Out in the Fall
Cost of Issuing & Selling Debenture	2,000.00	-	0%	Selling Debenture in the Fall
Bank Service Charge	5,500.00	2,610.55	47%	
Interac Fees	-	-		
Transfer to Capital	-	20,900.00		Capital Purchases
Transfer to Capital Reserve	3,704.00	3,703.88	100%	Transfer Completed for the Year
Transfer to Operating Reserve	-	-		
Second Previous Year Deficit	-	-		
Accured Sick Pay	-	-		
Net HST	-	-		
Bad Debt Expense	-	-		
WorkSafeNB - Employees	-	-		
EI	-	-		
CPP	-	-		
Capital Reserve	-	-		
Operating Reserve	-	-		
TOTAL EXPENSES	6,680,509.00	3,116,756.00	47%	
NET INCOME	-	252,294.09		