



Municipality of Fundy Albert
Street Light Policy
Effective Date: November 4, 2025

1. Policy Purpose

This Policy establishes a consistent approach for installing and managing municipal street lighting. It balances public safety needs with concerns about light pollution and reflects the views of residents. Fundy Albert recognizes that residents hold differing views on street lighting. This policy aims to balance the need for pedestrian and vehicle safety with community concerns regarding light pollution and cost.

2. Definitions

- “Outside Areas” means former Local Service Districts (LSDs) prior to the Local Government Reform process.
- “Planning Area” means the geographic area under the jurisdiction of the Village of Fundy Albert, as established by the Local Government Reform process.
- “Property Owner” means a registered owner(s) of a property, as registered with Service New Brunswick, and excludes tenants such as, but not limited to, renters.
- “Service Areas” means the portion of the Planning Area that is provided with municipal water and/or sewer services, corresponding to the former Villages as they existed prior to the Local Government Reform Process.
- “Director of Operations” means the staff member responsible for managing municipal infrastructure, including street lighting.
- “Council” means the Mayor and Councillors of the Municipality of Fundy Albert.

2. Legal and Administrative Authority

This Policy is adopted under the authority of the Local Governance Act, S.N.B. 2017, c.18. Management of streetlights is carried out in compliance with NB Power regulations and service standards. Requests for information under this

Policy are subject to the Right to Information and Protection of Privacy Act (RTIPPA). In the event of any conflict between this Policy and an applicable municipal by-law, the provisions of the by-law shall prevail.

3. Street Light Management and Ownership

The Village is responsible for paying monthly fees, determined by NB Power, for streetlights installed within the Municipality. The asset registry of all municipal streetlights will be maintained by the Operations Department.

4. Existing Street Lights

Existing street lighting locations at the time of implementing this Policy will remain unchanged. Requests to remove streetlights must be made, in writing, to the Director of Operations, who has the authority to determine whether or not a streetlight shall be removed. Decisions on removal shall consider public safety, proximity to intersections, and existing service standards.

5. New Street Lights – Serviced Areas

The standard level of service is one (1) streetlight per two (2) power poles within the Serviced Area boundary, as identified in Schedule A. New streetlights will be installed at the Village's expense as part of the Subdivision/Developer Agreement process for all new streets. All streetlights within the Serviced Area, existing and future, are to remain sub-unit-specific expenses funded by Alma (V), Hillsborough (V), and Riverside-Albert (V).

6. New Street Lights – Outside Areas

Public Safety Installations: The Village may install streetlights in Outside Areas for reasons of public safety, in consultation with the municipal Councillor(s) of the applicable Ward. Public safety criteria may include, but are not limited to:

- Locations with a documented history of safety concerns;
- Intersections;
- Canada Post Community Mailbox sites.

Resident Petitions:

- Requests for streetlights in residential subdivisions must be submitted via a signed petition from at least five (5) households in the affected area.
- Petitioners must reside within 200 metres of the proposed location.
- Each household is entitled to one (1) signature, and only Property Owners may sign.
- Digital signatures are acceptable if submitted through an approved municipal form.
- The Director of Operations, in consultation with the CAO, will review requests and prepare recommendations for Council within 60 calendar days.
- If a request is declined, petitioners may submit an appeal to Council within 30 calendar days of the decision.

Cost Allocation:

- Streetlights in Outside Areas are shared among the area sub-units.
- Cost-sharing arrangements will be reviewed annually during budget deliberations, with public notice to ratepayers.
- Costs will appear as a separate line item in the annual budget.

Installations Without Poles:

- Requests will only be considered if existing power poles are available.
- Where poles are absent, Council approval is required to fund new poles.
- Cost estimates will be obtained from NB Power, and affected residents will be notified prior to Council's decision.

8. Technical & Environmental Standards

All new streetlights shall comply with NB Power's current specifications, including use of energy-efficient LED lighting. Where feasible, fixtures must be dark-sky compliant to minimize light pollution and light trespass onto adjacent residential properties. Council may adopt further technical standards to address advances in energy efficiency or environmental protection.

9. Roles and Responsibilities

Council shall:

- Approve the annual budget for street lighting.
- Review staff recommendations for new or removal requests within 90 days.
- Provide final decisions on appeals and communicate outcomes publicly.

Director of Operations shall:

- Collaborate with the CAO to review and process requests.

- Provide written responses within 30 days for removal requests and within 60 days for new requests.
- Act as liaison with NB Power for streetlight management.
- Maintain records of all requests, petitions, and Council decisions.

Chief Administrative Officer (CAO) shall:

- Ensure staff respond to resident petitions and prepare reports to Council within prescribed timelines.
- Provide administrative oversight and budget recommendations related to street lighting.

10. Review Cycle

This Policy will be reviewed every five (5) years, or sooner if required due to changes in technology, regulation, or municipal needs. The review shall be led by the Director of Operations in consultation with the CAO.

Mayor: _____

Clerk: _____

Instructions

The Village of Fundy Albert accepts requests for new streetlights in accordance with the Street Lighting Policy. Requests will be considered where:

- Public safety is a concern (e.g., traffic hazards, intersections, mailboxes, history of incidents);
- A petition is submitted by at least five (5) Property Owners within 200 m of the proposed location (Outside Areas only);
- The request is consistent with NB Power's standards and available infrastructure.

Staff will review requests and provide a recommendation to Council within 60 days.

Requestor Information

1. Name of Requestor (Property Owner only): _____
2. Civic Address: _____
3. Phone/Email: _____

4. Address / Description of Location: _____

5. NB Power Pole Number (if known): _____
6. Attach Map/Sketch (optional but recommended)

7. Reason for Request (check all that apply):
 - ☐ Public Safety Concern
 - ☐ High-Traffic Area
 - ☐ Intersection
 - ☐ Canada Post Community Mailbox
 - ☐ Other (please describe): _____

8. Petition (Outside Areas only)

- o Attach petition signed by at least five (5) Property Owners within 200 m of the proposed location.
- o Only one (1) signature per household is permitted.

For Municipal Use Only

- Date Received: _____
- Reviewed By (Staff): _____
- Council Decision: ☐ Approved ☐ Declined
- Date of Decision: _____
- Notes: _____

Privacy Notice Personal information collected on this form is for the purpose of administering the Street Lighting Policy and will be managed in compliance with the Right to Information and Protection of Privacy Act (RTIPPA).