

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

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

CALL TO ORDER

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

ADOPTION OF AGENDA

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Ward-Russell* THAT the agenda be adopted as presented.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None declared.

PUBLIC PRESENTATIONS

Councillor Elderkin entered the meeting at 4:31 pm

[Ms. Joanne Butland](#) – Chipoudy Communities Revitalization Committee – ATV land use agreement

Ms. Joanne Butland advised Council that the request relates to a portion of municipal land currently used as a snowmobile trail, which was previously subject to an agreement with the former Riverside-Albert Municipality prior to amalgamation. The trail crosses municipal land along the hydro line and connects between Caledonia Mountain Road and Forestdale Road and is already in active use by both snowmobiles and ATVs.

It was explained that to formally sanction the ATV trail, permission is required from all landowners along the route, including the Village. Entering into a land use agreement would allow the ATV Federation to advance the project and obtain the necessary approvals. Once land

permissions are in place, Quad NB would provide liability insurance coverage for the Village and assume responsibility for trail maintenance. Currently, the trail is being used without formal sanction or liability coverage.

The agreement would apply to ATV use for three seasons and would not affect existing snowmobile use. It was noted that formalizing the agreement would reduce municipal liability and provide protection to the Village.

Council discussed next steps, including the need for appropriate documentation and proof of insurance. It was indicated that the required paperwork could be prepared for consideration at the March 3 meeting, at which time a motion could be brought forward to authorize signing the agreement.

Council members expressed general support for the proposal, with no objections raised. The discussion concluded with consensus to proceed toward formal consideration at the March 3 meeting.

[Mr. Patrick Kemp](#) – Fundy Albert Housing

Mr. Kemp Patrick provided an update on Fundy Albert Housing's efforts to develop additional housing within the community. He recapped that prior to amalgamation, Riverside-Albert Council had considered donating municipal land for multi-residential housing. Following community feedback identifying housing shortages for nurses, families, seasonal workers, seniors, and individuals requiring accessible units, a non-profit organization (Fundy Albert Housing) was established to acquire land and pursue housing development.

Land on Water Street was subsequently donated to Fundy Albert Housing with conditions requiring progress toward development. Surveying and preliminary design work were completed; however, it was later determined that the property is located within a future flood risk zone. Under current Plan360 flood mitigation requirements, approximately two metres of fill would be required across the site to permit construction, at an estimated cost of \$2 million. This would make the project financially unviable and significantly increase projected rental costs. Engineers indicated that a reduced approach (raising the foundation approximately one metre with berming) may be technically feasible but would require an exception to current flood mitigation requirements.

Mr. Kemp advised that there remains significant demand for housing, including at least 12 incoming families within the next year, as well as waitlists for accessible units and long-term care supports. He also outlined ongoing plans for other properties, including potential long-term care expansion behind the existing nursing home (subject to Social Development funding) and a proposed four-storey accessible building on Fire Street.

Council discussed potential options, including:

- Seeking clarification from Plan360 regarding flood mitigation requirements;
- Exploring alternative municipal properties, including land near the recreation centre;
- Water and sewer capacity considerations and the need for infrastructure analysis;
- Fire service implications for multi-storey buildings (ladder truck requirements, generator backup for elevators);
- CMHC funding programs, including interest-free financing options and infrastructure funding supports.

Administration confirmed that a water and sewer capacity analysis is underway and will be shared when available.

Councillor Elderkin exited the meeting at 4:59 pm and returned at 5:00 pm.

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Land** to have a recess at 5:01 pm.

MOTION CARRIED (unanimously)

Mayor Campbell welcomed Council back at 5:03 pm.

General Council discussion reflected continued support for pursuing additional housing in the community.

INFORMATION ITEMS

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

[Guardian Ecology: 2025 Fundy Albert Knotweed and Water Quality Monitoring Report](#)

[Fundy National Park Update](#)

[Letter to Council Considering the JDI Shared Landscape Forest-Swap Proposal](#)

[Plan 360 January Development Report](#)

COUNCIL DIRECTION REQUESTS

[Procedural By-Law](#)

Ms. Beers advised that revisions to the Procedural By-law were made following feedback received at the January 20 Committee of the Whole meeting. Additional suggestions provided were incorporated, with the revised text remaining highlighted along with explanatory notes outlining the rationale for the changes. Council was invited to review the updates and provide any questions or concerns.

Council received the information and expressed no questions or objections

Summer Roads Maintenance

Mr. Barrett presented the 2026 Summer Road Maintenance Program contractor selection. A request for unit pricing was issued on NBON in December for various road maintenance services, including patching, paving, and crack sealing. Four contractors submitted bids.

Based on the pricing received, Brown's Paving was the lowest bidder overall for patching and paving work, and Birch Hill Construction was the lowest bidder for crack sealing, based on anticipated quantities.

Council requested additional information regarding the proposed locations for patching and paving under the 2026 Summer Road Maintenance Program. Administration advised that once the Contractors are confirmed, staff will conduct site reviews, determine priority areas within the approved budget, and report back to Council outlining the proposed work plan.

Administration noted that appointing Contractors typically results in cost savings compared to issuing multiple smaller contracts.

Council inquired about the quality of work completed in the previous year. Administration advised that work completed by Brown's Paving is performing well, while some concerns were noted regarding other areas, attributed in part to underlying road conditions. It was acknowledged that road condition assessments will be important in determining appropriate treatments.

Trans Canada Trail (White Rock)

Mr. Barrett advised that the Trans Canada Trail currently follows Golf Club Road to the gravel section near the golf course. Discussions have taken place with the Trans Canada Trail organization, which has provisionally agreed to reroute the trail through White Rock.

It was noted that the proposed rerouting would create eligibility for additional Trans Canada Trail funding opportunities, which could support improvements to a primary trail through White Rock and assist Codiac Cycling Trails.

The required documentation has been submitted, and Council approval is now required to formally authorize the Village's agreement to the rerouting.

It was confirmed that Codiac Cycling Trails (CCT) supports the proposed Trans Canada Trail rerouting through White Rock, recognizing that it would provide access to additional funding opportunities. No concerns were raised by Council.

Pool Repair Funding

Mr. Barrett reported that during the 2025 season, significant water loss was experienced at the municipal pool. Following closure of the pool, Remington Leisure conducted an assessment and identified the primary source of leakage as the floor drains in the deep end, with additional issues around the jets and deterioration of the pool coating.

A preliminary quote has been received to replace the floor drains with best-practice models, address the jet areas, complete required concrete work, and strip and recoat sections of the pool. The estimated cost of the full scope of repairs is between \$40,000 and \$50,000. Administration advised that efforts are underway to secure grant funding, including a potential \$20,000 fund application requiring MLA approval, and RDC is exploring additional funding opportunities.

Council was advised that \$20,000 has been budgeted in 2026 and \$20,000 from the 2025 budget was transferred to shared capital. Administration requested that Council ensure access to additional shared capital funds, if required, to complete the repairs in 2026 should grant funding not be secured, noting that failure to open the pool would significantly impact summer employment opportunities and recreational services in Fundy Albert.

Council requested a breakdown of pool repair and maintenance expenditures for 2024 and 2025. Discussion also included the long-term sustainability of continued repairs versus eventual replacement, the importance of completing repairs comprehensively rather than piecemeal, the potential benefit of using the NBON system to obtain commercial pricing, and the importance of confirming provincial funding before approving a final motion.

It was noted that the proposed repairs could potentially extend the pool's lifespan by approximately ten years, during which time Council could consider establishing a reserve for future replacement. Administration further advised that current filtration systems are residential grade and may require upgrading to commercial standards in the future.

Alma Well Project

Mr. Barrett advised that a formal Council resolution is required to request that the Department of Environment and Local Government proceed with designating the municipal wells under a

Wellfield Protected Area Designation Order as part of the Alma Well Project. The resolution is procedural in nature and confirms Council's intent to have the wells formally registered and protected.

[PMHP RFP Approval](#)

Mr. Barrett reported on the PMHP project for Scenic Drive in Alma scheduled for 2026. A Request for Proposals was issued through NBON in December, resulting in four submissions.

Initial proposals exceeded the approved project budget. Proponents were asked to refine their submissions to align with available funding. Following revisions, WSP submitted the proposal representing the best value for money, with the lowest engineering fees and a practical approach to completing the work within budget constraints.

Administration recommended awarding the engineering services contract to WSP to allow the project to proceed in advance of the construction season and to enable timely tendering. It was confirmed that project funding is in place with a budget ceiling of \$185,500. Administration advised that WSP will work closely with the municipality to remain within budget but noted that delays in tendering could result in higher construction costs.

ADMINISTRATION REPORTS

Refer to the following reports:

[Chief Administrative Officer](#)

Mr. Wallace provided a general update on operational and strategic initiatives. It was reported that staff continue to pursue cost-saving measures, including renegotiating contracts and pricing wherever possible. Recent savings include approximately \$1,500 through benefits renegotiation, insurance cost stabilization, and a 50% reduction in overtime expenses while remaining within operational requirements.

Council previously approved the Terms of Reference for the Economic Development Committee, which will support business collaboration and future growth opportunities. Administration also advised of upcoming discussions with international contacts regarding tourism promotion and potential new markets.

Policy development and harmonization efforts are ongoing, including consolidation of fire by-laws from the three former municipalities and preparation of a procurement by-law for the March Committee of the Whole meeting.

An update was provided on the Alma municipal water systems. Pump testing has commenced,

and the new facility is progressing well, with activation anticipated between mid- and late March, pending final commissioning and power connection. One well is performing well; the second is progressing more slowly. Administration noted continued monitoring of timelines.

Administration also reported plans to explore a potential sister municipality relationship with Lyme Regis, UK, a UNESCO-designated tourism community, with further information to be brought back to Council.

It was confirmed that the auditor will present the draft financial statements to Council on March 6.

On government relations, the Mayor and CAO recently met with the Minister of Tourism to discuss Trail Town initiatives and international promotion opportunities. Follow-up discussions are planned with contacts at the UK Embassy regarding European tourism promotion.

In response to a question regarding the Hillsborough water project, Administration advised that timelines for the access road construction will be discussed in the coming weeks, with efforts underway to move the project forward as quickly as possible.

[Director, Legislative Services](#)

Ms. Beert advised that her written report had been circulated to Council. She noted one additional update not reflected in the report: bursary information will be shared with Riverview High School and Caledonia Regional High School, including two bursaries designated for Fundy Albert students.

A question was raised about the possibility of having a Council representative present when bursaries are awarded. It was noted that formal presentations were held in the past; however, since COVID-19, schools have not continued that practice.

A request was made to ensure that bursary eligibility criteria clearly specify that applicants must be from Fundy Albert, and it was confirmed that this requirement is included, with a reminder to emphasize this moving forward.

[Director of Operations](#)

Mr. Barrett advised that a written report had been previously circulated, with several additional updates provided verbally.

The new sander was delivered on Friday and is ready for use. The truck is currently at Taylor Ford for vehicle preparation and will then be transferred to have the plow installed, with

completion anticipated by the end of the week or early next week.

It was also reported that the Province has launched a public portal providing up-to-date water sampling results for all three communities. The link has been added to the municipal website and shared on social media to improve transparency and public access to information.

Administration further advised that Trans Canada Trail has formally approved up to \$25,000 in funding for the Grey brook Footbridge project, contingent upon the Village securing the remaining project funding by May 1. The total project estimate is approximately \$50,000 and includes bridge replacement, new footings, picnic area improvements, and limited parking enhancements. Corporate sponsorship requests have been submitted to several organizations, and additional outreach will occur locally. It was noted that if full funding is not secured, the project scope may be reduced while still proceeding with bridge replacement.

A question was raised regarding the lagoon project update and communication challenges. Administration acknowledged ongoing discussions and indicated that efforts continue to establish clearer timelines and coordination with the involved parties.

[Treasurer Report](#)
[General operating](#)
[Alma utility](#)
[Hillsborough utility](#)
[Riverside-Albert utility](#)

Ms.Hutchinson provided a financial update and advised that staff are actively working on the 2025 year-end in preparation for the 2024 audit.

As of January 31, 2026:

- **General Operating:** Available bank balance exceeded \$400,000, with a year-to-date surplus of approximately \$88,000. Streetlight costs are higher than anticipated despite budgeting a 15% increase. Updated insurance breakdowns reflecting negotiated reductions are pending.
- **Alma Utility:** Available bank balance of approximately \$219,000 plus overdraft. An advance from RDC was received and applied toward project-related expenses. Year-to-date surplus is approximately \$79,000.
- **Hillsborough Utility:** Available bank balance of approximately \$140,000, with a temporary year-to-date deficit of approximately \$4,000 due to first-quarter billing not occurring until March 31.
- **Riverside-Albert Utility:** Available bank balance of approximately \$262,000 plus overdraft, with a year-to-date surplus of approximately \$84,000. It was noted that a prior deposit significantly improved cash flow.

Administration identified minor reporting variances, including elevated purification/treatment costs during warranty support and a billing correction from NB Power.

Receivables are decreasing overall. Most previously issued disconnection notices have been resolved, with only one account outstanding. One disconnected account may be resolved following a pending property transfer. An HST rebate has since been received.

Councillor Land exited the meeting at 5:37 pm and returned at 5:39 pm.

Council discussed audit costs. To date, \$29,900 has been paid toward the 2023 audit, with an additional \$11,500 outstanding, bringing the total projected cost to approximately \$40,400, compared to the original quote of \$23,000. Some prior approved audit funds from former municipalities may be applied to offset costs.

Discussion also included:

- Improving clarity of water/sewer billing statements, including invoice dates versus due dates, to prevent confusion regarding overdue amounts;
- Transition to the new accounting software (Xero), which will provide improved reporting and year-over-year comparisons;
- Consideration of harmonizing billing cycles across former municipalities, recognizing that implementation would require planning, communication, and potential interest adjustments.

MAYOR AND COUNCILLOR STATEMENTS AND INQUIRIES

Councillor Ward-Russell reported attending the recent Wildfire Resiliency meeting and expressed appreciation for Council's participation. The session was noted as informative, and interest was expressed in reviewing the forthcoming recommendations and how Fundy Albert will implement them.

Councillor Ward-Russell inquired about snow maintenance for Lower Coverdale for the 2026-2027 season, seeking clarification on whether the work will continue to be contracted or revert to DTI. It was noted that residents should continue to contact DTI regarding issues, and Administration will confirm future arrangements.

Councillor Ward-Russell requested an update regarding the status of the 2023 audit and whether Council remains scheduled to receive the draft financial statements on February 27. Administration advised that the anticipated timeline remains February 27, with recent communication occurring between staff, the auditor, and E6 for clarification on financial notes.

Councillor Ward-Russell acknowledged that documentation requested by a resident had been provided prior to the meeting and expressed appreciation for the information being shared.

Councillor Jonah inquired about the current status of the Hillsborough water supply and long-term capacity.

Ms. Heather Cail advised that, based on hydrogeological guidance, aquifers may take up to three years to fully recharge following drought conditions. Improvements are being observed in static water levels at the Albert Mines well. Currently, only one well is in operation during the winter months, as demand does not require use of the Beaumont well.

It was noted that while the Albert Mines and Beaumont wells together can meet current short-term demand, challenges remain. The Albert Mines well experiences turbidity spikes following rainfall or snowmelt events, requiring 2–3 days to stabilize. The Beaumont well has elevated iron and manganese levels, and upcoming provincial guideline changes may make compliance more challenging without additional treatment.

Staff expressed support for advancing filtration or treatment options for the Hillsborough water system to improve reliability and regulatory compliance. Council also discussed future growth implications, noting that while current production capacity (approximately 160 gallons per minute combined) appears sufficient in the short term, long-term expansion will require additional well capacity and/or treatment upgrades.

It was acknowledged that implementing filtration could require upgrading to a Level II plant classification, resulting in additional operational costs. Council recognized that water system capacity is critical to supporting future development and growth in the community.

Councillor Elderkin reported attending the recent Wildfire Resiliency session and described it as informative and timely, noting the importance of proactive planning as wildfire risks increase closer to home.

Councillor Elderkin also attended a meeting at Riverside School with the Mayor and Principal Jeff Keirstead regarding potential provincial budget cuts affecting schools. While no decisions have been announced, concern was expressed about the possible impact on Riverside School, emphasizing its historical significance and importance to the community. **Councillor Elderkin** indicated hope for Council's support should advocacy be required.

Appreciation was expressed to Administration for ongoing work in securing grants and pursuing corporate sponsorship opportunities to support municipal initiatives.

Councillor Elderkin attended a Kiwanis breakfast event and acknowledged the strong community support and the valuable role volunteer organizations play in Fundy Albert.

Administration advised that the Mayor and CAO have a scheduled meeting with the Minister of Education on the 24th to discuss school-related concerns. Council noted the high level of public

interest and correspondence on the matter.

Councillor Land reported attending the recent Wildfire Resiliency session and noted it was educational and beneficial for understanding local risk and preparedness efforts.

Councillor Land also attended the Kiwanis breakfast and commended the organization for hosting a successful and well-supported community event.

Councillor Land extended congratulations to the Minor Hockey Association for a successful tournament weekend, noting strong attendance and local team success, with the U13 and U18 teams winning their respective finals. Appreciation was expressed for the positive use of the arena and the efforts of the young athletes.

Councillor Land congratulated Water Operator David Steele on obtaining his Level I Water and Sewer Certification.

Councillor Coates advised that the Library Board is currently hosting an online fundraising auction through Facebook, noting that several items have been donated and encouraging community participation in support of the library.

Councillor Coates also referenced past community advocacy efforts related to school closures and expressed concern about potential future service reductions. Strong support was voiced for continued advocacy to protect local services.

Councillor Coates raised concerns regarding RCMP coverage and response times, particularly in comparison to other communities that have received additional resources. The Councillor encouraged engagement with the upcoming RCMP meeting scheduled for March 3 and suggested that Council and residents continue communicating concerns to the MLA and Minister.

Councillor Coates inquired about the status of the Fundy Albert sign on Route 114. Administration advised that the required easement agreement with the property owner remains outstanding. Council expressed hope that the matter will be resolved soon.

Mayor Campbell expressed appreciation for the recent Wildfire Resiliency presentations, noting the value of the information shared.

Mayor Campbell provided an update regarding advocacy efforts for Riverside Consolidated School. Meetings are scheduled with several provincial ministers next week, and commemorative school calendars will be presented during those discussions. **Mayor Campbell** emphasized the importance of protecting the school, particularly in light of potential residential growth in Fundy Albert, including proposed apartment developments in Hillsborough and Riverside-Albert.

Mayor Campbell recognized Scott Reid for organizing the Hillbilly Hockey Tournament and for donating proceeds back into the community, including a recent \$1,000 contribution to Nursing Home Without Walls. Appreciation was expressed for his continued community support.

PUBLIC STATEMENTS AND INQUIRIES

Ms. Kathy Weir noted that the presentation of the 2023 draft audit scheduled for March 6 is positive news and reflects continued progress for the municipality.

Ms. Kathy Weir provided an update on Riverside Consolidated School enrollment, with current attendance reported in the low 50s and additional families expected, potentially increasing student numbers further.

Ms. Kathy Weir reminded Council that the Riverside-Albert Volunteer Fire Department Lumberjack Breakfast is scheduled for March 28, with promotional materials to be circulated.

Ms. Kathy Weir extended appreciation to Administration for participation in a recent CCRC meeting regarding trail development and Trail Town initiatives.

Ms. Kathy Weir made a suggestion to include a postal code on municipal invoices to improve mailing clarity. Administration will review this as part of ongoing billing improvements.

Ms. Kathy Weir thanked staff for providing information in advance of meetings, noting that it assists Council in reviewing materials and preparing to support municipal initiatives effectively.

Ms. Heather Cail expressed appreciation for the progress made over the past year, noting significant positive change and transformation within the municipality. Particular recognition was given to Administration and Public Works staff, highlighting improved working conditions and a renewed sense of pride.

Councillor Coates advised that the Fundy Blades Skating Club will be hosting a breakfast fundraiser this Saturday, February 21st at White's Maple Sugar Camp from approximately 8:00 a.m. to 12:00 p.m.

CLOSED SESSION

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Coates** that Council have an in-camera session at 6:05 pm.

MOTION CARRIED (unanimously).

Local Government.

and

Local Governance Act 68 (1) (d) the proposed or pending acquisition or disposition of land

IT WAS MOVED by *Councillor Elderkin* and **SECONDED** by *Councillor Land* to return to the regular session at 6:25 pm.

MOTION CARRIED (unanimously)

ADJOURNMENT

IT WAS MOVED by *Councillor Elderkin* **THAT** the meeting be adjourned at 6:25 pm.

Mayor

Clerk