Fundy Albert Council Committee of the Whole Meeting
Date: Tuesday, April 21, 2026
Time: 4:30 P.M.
Location: Hillsborough Legion, 31 Legion Street, Hillsborough

1. Call to Order

2. Adoption of Agenda

3. Conflict of Interest Declarations

4. Public Presentations
4.1 Caleb Babin, Plan 360 – By-Law 25 WAP-069-FA-3
4.2 Laura Stewart – Forsite – Community Wildfire Resiliency Plan
4.3 Jessica O'Dell – Maritime Ignite

5. Informational Items
5.1 NBSPCA quarterly report
5.2 Maritime Enforcement Services Report
5.3 Riverview Fire Dept Quarterly Report
5.4 Hillsborough Volunteer Fire Dept Quarterly Report
5.5 Riverside-Albert Volunteer Fire Dept Quarterly Report
5.6 Alma Volunteer Fire Dept Quarterly Report
5.7 Plan 360 Development Report (February and March)
5.8 EMO Coordinator' Meeting Minutes – April 8, 2026

6. Council Direction Requests
6.1 Recreation Infrastructure cost sharing
6.2 Canada Day
6.3 Pool Repairs
6.4 Arena Pressure Relief Valve Replacement

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
10.1 Local Governance Act 68 (1) (j) labour and employment

11. Adjournment

plan360

Review of Public Notification for a Rock Quarry on PID 05036462

Presented to the Council of Fundy Albert

April 21st, 2026

Subject Area (2025 Imagery)

Property Owners Notified by Letter (Green)

Camrose Sand & Gravel Ltd.
[redacted]
Moncton NB
[redacted]

Estate of Dolly Tingley C/O Melvin Tingley
[redacted]
Moncton NB
[redacted]

Estate of Dolly Tingley C/O Robyn Neveu
[redacted]
Litchfield NH USA
[redacted]

Laurence & Margaret Mclaughlin C/O Glenn Mclaughlin
[redacted]
Germantown NB
[redacted]

PNB Natural Resources And Energy Development
PO Box 6000
Fredericton NB
E3B 5H1

Property Owners Notified by Letter

Property Owners Notified by Letter

PUBLIC HEARING NOTICE
February 9, 2026
PUBLIC NOTICE

Fundy Albert
Friendly by Nature

Public notice is hereby given that the Fundy Albert Municipal Council is considering amendments to the Westmorland–Albert Rural Plan Regulation.

A public hearing will be held on Tuesday, March 3, 2026, at 6:00 p.m. at the Municipal Office, 61 Academy Street, Hillsborough, to consider amendments to the zoning by-law. Property owners within 250 metres of the area are sent a letter to be informed of these details.

The purpose of the proposed amendment (By-law 26-WAP-069-FA-3) is to rezone a property bearing PID 05036462, from Commercial–Industrial (CI) to Intensive Resource Development Zone (IRD) to allow the establishment of a rock quarry incorporating a crusher.

Any person who wishes to speak for or against the proposed rezoning is entitled to be heard at the public hearing. Those wishing to participate are asked to contact clerk@fundyalbert.ca for instructions. Written submissions will be accepted until 11:00 am on the day of the hearing and may be addressed to the Village Clerk, 61 Academy Street, Hillsborough NB E4H 2R4 or by email to clerk@fundyalbert.ca

Other forms of Notification: Connecting FA

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Public Hearing - PID 05036462

Other forms of Notification: Website

Fundy Albert
9 February

PUBLIC NOTICE IS HEREBY GIVEN that the Council of the Fundy Albert intends to consider a proposed By-law to amend the Westmorland–Albert Rural Plan Regulation.

The purpose of the proposed amendment (By-law 26-WAP-069-FA-3) is to rezone a property bearing PID 05036462, from Commercial–Industrial (CI) to Intensive Resource Development Zone (IRD) to allow the establishment of a rock quarry incorporating a crusher.

A public hearing will be held on Tuesday, March 3, 2026, at 6:00 p.m. at the Municipal Office, 61 Academy Street, Hillsborough, to consider amendments to the zoning by-law. Property owners within 250 metres of the area are sent a letter to be informed of these details.

The full public notice can be read on the Village website here:

FUNDYALBERT.CA

Notices – Fundy Albert

2025 Fundy Albert Children's Coloring Contest!Children are invited to get creative this holiday season! Pick up or print the 2025 Fundy Albert Christmas Coloring Sheet, color it in, and return it by December 15 at 4:30 p.m. for a...

5 6

Other forms of Notification: Facebook

Public Notification: Memramcook

SALISBURY	**POLICY**	**Department:** Chief Administrative Officer (CAO)
	ENHANCED NOTIFICATION FOR PLANNING MATTERS	
Effective Date: TBC		**Last Reviewed Date:** April 17, 2025

1. PURPOSE STATEMENT

The purpose of this policy is to establish enhanced notification procedures for planning matters, beyond the minimum requirements outlined in the *Community Planning Act, SNB 2017, c. 19*, to ensure sufficient notice and opportunity for input.

- In the event of a rezoning application, the Town shall consider the proposed rezoning via preliminary presentation made to Salisbury Town Council, whereby Council will direct Staff through resolution to initiate the public consultation/engagement process.

- Within three (3) business days of the direction passed by Council, the Town shall install public notice signage pursuant to Schedule A. The sign shall be installed in a location that is unobstructed from view and is noticeable to members of the public using active modes of transportation or motor vehicles. The cost of producing, installing, and maintaining the signage shall be the responsibility of the Town.

- The signage will remain in-place until the conclusion of the Public Hearing.

- In the event of a re-zoning application, additional public notices shall be issued via mail to all property owners within 100 metres of the boundaries of the property under consideration for the rezoning (issued by Plan360).

- The Town will utilize the monthly newsletter to communicate all rezoning applications.

- The Town will utilize the salisburynb.ca webpage to communicate rezoning applications via News Item(s), pursuant to Section 111(3) of the Act.

- The Town will utilize the Town of Salisbury Facebook Page to communicate re-zonings, pursuant to Section 111(3) of the Act.

Public Notification: Salisbury

Fundy Albert

COMMUNITY WILDFIRE RESILIENCY PLAN

2026-04-14

Prepared for:

Fundy Albert

Sean Wallace – Chief Administrative Officer, Fundy Albert
cao@fundyalbert.ca

Kim Beers – Director, Legislative Services, Fundy Albert
clerk@fundyalbert.ca

Prepared by:

Laura Stewart
lstewart@forsite.ca

FORSITE

Executive Summary

Wildfires are having an increasing impact on communities across Canada and around the world, and New Brunswick is experiencing growing wildfire risk as climate conditions continue to change. The 2025 wildfire season highlighted periods of drought, elevated fire danger, impacts to local industries, and increasing pressure on firefighting resources across Atlantic Canada.

Fundy Albert is a rural coastal municipality defined by its forests, coastal landscapes, and strong connection to the surrounding environment. These same characteristics contribute to wildfire risk, as homes, infrastructure, and community assets are often located within or adjacent to forested and vegetated areas. This creates a wildland urban interface where development and natural vegetation intersect, increasing the potential for wildfire to spread into communities and impact people, property, and critical infrastructure.

The wildfire hazard and risk assessment completed for Fundy Albert identified areas where hazardous fuels and building density overlap, including key communities such as Alma, Hillsborough, Riverside-Albert, and Lower Coverdale. The analysis highlights priority areas where mitigation efforts can have the greatest impact in reducing wildfire risk. Local factors such as varied topography, coastal and inland ecosystems, seasonal fire weather, and dispersed development patterns further influence wildfire behaviour, emergency response, and evacuation planning across the municipality.

This Community Wildfire Resiliency Plan provides a clear and practical roadmap to support Fundy Albert in understanding its unique wildfire risk and taking coordinated, measurable action to reduce that risk over time. Grounded in the seven FireSmart[1][1] disciplines of interagency cooperation, education, vegetation management, legislation, development, emergency planning, and cross training, the plan brings together people, policies, and practices to strengthen community wildfire resilience.

Recommendations are prioritized based on their potential to reduce wildfire risk, protect values at risk, and support effective implementation. Immediate actions focus on establishing a FireSmart Committee, developing a coordinated implementation plan, advancing public education and engagement, prioritizing mitigation in high exposure areas, and strengthening emergency planning and evacuation preparedness. Longer term actions support the integration of wildfire considerations into municipal planning, development, and ongoing vegetation management initiatives.

Wildfire resilience in Fundy Albert is a shared responsibility. Ongoing collaboration between municipal leadership, fire services, provincial agencies, community organizations, and residents will be essential to successfully implement this plan. By taking proactive, coordinated action, Fundy Albert can reduce wildfire risk while maintaining the natural landscapes and community values that define the region, and continue to transform wildfire risk into wildfire resilience.

[1] FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre (CIFFC).

Acknowledgments

Forsite would like to acknowledge significant contributions from the following individuals during the development of this Community Wildfire Resiliency Plan:

- Jim Campbell, Mayor, Fundy Albert
- Loretta Elderkin, Deputy Mayor and Ward 2 Councillor, Fundy Albert
- Jeff Land, Ward 3 Councillor, Fundy Albert
- Jeff Jonah, Ward 4 Councillor, Fundy Albert
- Jim Coates, Ward 5 Councillor, Fundy Albert
- Heather Ward Russell, Ward 6 Councillor, Fundy Albert
- Sean Wallace, Chief Administrative Officer, Fundy Albert
- Kim Beers, Director, Legislative Services, Fundy Albert
- Sébastien Doiron, Planning Director, Plan360 – Southeast RSC
- Diego Cordero, IT Manager, Plan360 – Southeast RSC
- David Rossiter, Fire Chief, Alma
- Troy Collins, Fire Chief, Hillsborough
- Everette Osmand, Fire Chief, Riverside-Albert
- Robin True, Fire Chief, Riverview

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1.0 Introduction

The Village of Fundy Albert is a close-knit rural community shaped by its coastal landscapes, forests, and strong sense of place. These same natural features that make Fundy Albert unique also contribute to its exposure to wildfire. As climate conditions shift and wildfire activity increases across Canada, there is a growing need to better understand local risk and take practical steps to reduce it.

This Community Wildfire Resiliency Plan has been developed to support Fundy Albert in strengthening its ability to withstand, adapt to, and recover from wildfire. Grounded in local knowledge, technical analysis, and collaboration with community leaders and partners, the plan provides a clear and actionable path forward.

Wildfire resiliency is a shared responsibility. It requires coordinated efforts across municipal leadership, emergency services, provincial agencies, community organizations, and residents. By working together, Fundy Albert can reduce wildfire risk while maintaining the natural beauty and values that define the community.

This plan is informed by a wildfire hazard and risk assessment, which examines local vegetation, weather patterns, topography, and values-at-risk. The findings have been used to identify priority areas and guide recommendations across key areas of focus, including education, vegetation management, emergency planning, development considerations, and interagency cooperation.

The goal of this plan is to support informed decision-making and provide practical, achievable actions that reflect the needs and capacity of Fundy Albert. Through continued collaboration and a shared commitment to action, Fundy Albert can continue to grow as a resilient and prepared community.

2.0 Fundy Albert: Wildfire Hazard and Risk Assessment

2.1 COMMUNITY OVERVIEW

Fundy Albert is a rural coastal municipality located within Albert County in southeastern New Brunswick. The municipality was established on January 1, 2023, through a provincial restructuring that brought together the former village municipalities of Alma, Riverside-Albert, and Hillsborough, along with several surrounding local service districts and unincorporated areas.

The region extends along the Bay of Fundy shoreline, from the boundary of Fundy National Park to the outskirts of Riverview near Moncton. This broad geographic area includes a mix of coastal communities, inland rural areas, and forested landscapes that support both permanent residents and seasonal visitors.

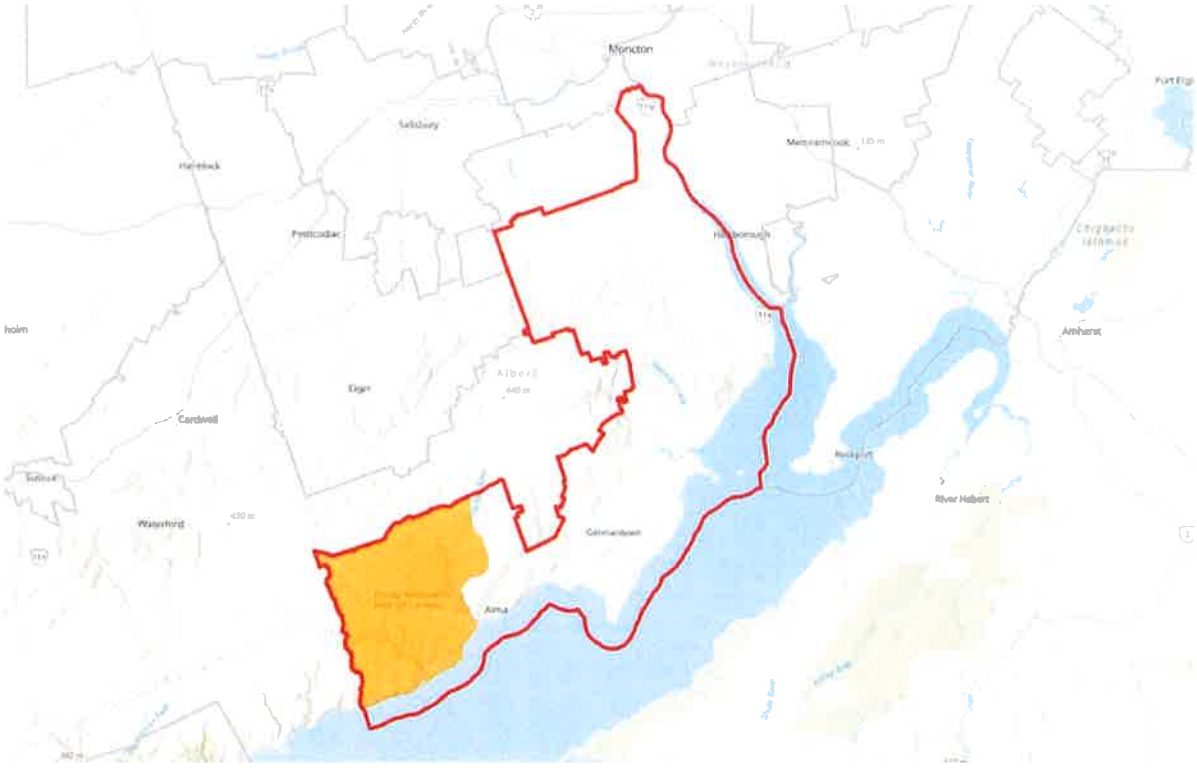


Figure 1. Map of Fundy Albert, NB

Fundy Albert is home to a population of approximately 5,000 to 6,000 residents, with numbers increasing during peak tourism seasons. Well-known destinations such as Hopewell Rocks and Cape Enrage attract visitors from across Canada and beyond, contributing to seasonal population growth and increased activity throughout the region.

Development throughout Fundy Albert is primarily rural in nature, with homes, cottages, and community infrastructure often located within or adjacent to forested areas. This close relationship between the built environment and the surrounding landscape contributes to the community's character, while also increasing the potential for wildfire to impact homes, infrastructure, and access routes.

The region experiences a range of seasonal weather conditions, including warm and dry periods that can elevate wildfire risk. Local vegetation, topography, and wind patterns can influence how wildfire may start and spread. In addition, the size of the municipality and the dispersed nature of development may present challenges for emergency response and evacuation in some areas.

Fundy Albert is supported by municipal leadership, emergency services, and provincial partners who are committed to community safety and preparedness. The recent amalgamation brings new opportunities for coordinated planning, shared resources, and a unified approach to managing wildfire risk across the municipality.

This Community Wildfire Resiliency Plan builds on these strengths by identifying local wildfire hazards and values-at-risk, and by outlining practical, coordinated actions that can be taken to reduce risk over time.

2.2 VALUES-AT-RISK (VAR)

2.2.1 Critical Infrastructure

Critical infrastructure (CI) assets are publicly or provincially owned structures or facilities essential to a community's health, safety, security, economic well-being, and effective government function, such as wastewater treatment facilities or cell towers.

Bridges, radio towers, substations, and other municipal infrastructure were visited and assessed by Forsite field staff to evaluate their vulnerability to wildfire. Staff used the FireSmart Critical Infrastructure Hazard Assessment Form to help identify infrastructure at risk.[2] This form is designed to assess the wildfire vulnerability of systems, facilities, technologies, networks, assets, and services that are essential to a community.

FireSmart defines three Priority Zones around buildings, collectively referred to as the Ignition Zone, which describe recommended fuel conditions starting at the structure and extending outward (Figure 2):

- **Immediate Zone (0 – 1.5 m)** Non-combustible surface should extend around the entire home and any attachments, such as decks.
- **Intermediate Zone (1.5 – 10 m)** This should be a fire-resistant area, free of all materials that could easily ignite from a wildland fire.
- **Extended Zone (10 – 30 m)** Thinned and pruned coniferous trees, alongside routine dead surface fuel cleanup.

[2] FireSmart Critical Infrastructure Guide

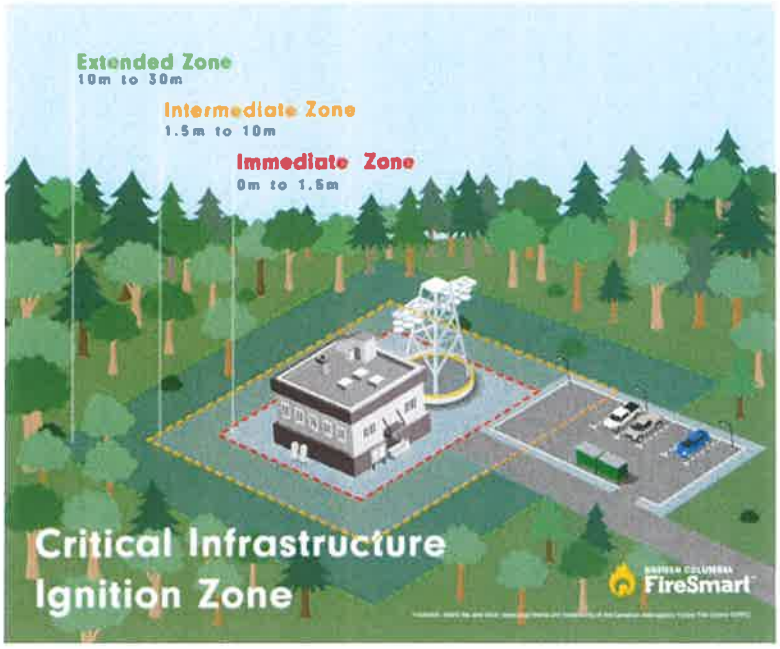


Figure 2. FireSmart Critical Infrastructure Ignition Zone, which is comprised of three priority zones.

Research investigating recent WUI disasters presents the case that catastrophic loss of homes due to wildfires is often due to structure ignition from **ember showers,** which can ignite fuel surrounding, or in contact with, the structure.[3,4] Once a home or other infrastructure is ignited, the fire can spread through the built environment and quickly overwhelm suppression resources.

The findings of a 2023 FPInnovations study on the McDougall Creek wildfire revealed that embers caused nearly all structure ignitions, often igniting nearby vegetation or flammable materials on decks, which then spread to the structures. The study looked at **117 structures** burnt by the fire and found only one structure had evidence of direct flame contact from the wildfire – embers ignited or contributed to the damage on all others. Strong winds carried embers significantly, and once structures caught fire, they generated more embers, perpetuating the spread. Effective measures to combat ember ignitions included managing vegetation, using fire-resistant materials, maintaining a green zone around structures, removing yard debris, and using sprinklers to dampen areas.

[3] Cohen JD, Westhaver A. 2022. An Examination of the Lytton, British Columbia wildland-urban fire destruction. Summary Report to the British Columbia FireSmart Committee. Available: https://firesmartbc.ca/wp-content/uploads/2022/05/An-examination-of-the-Lytton-BC-wildland-urban-fire-destruction.pdf

[4] Knapp, E.E., Valachovic, Y.S., Quarles, S.L. et al. 2021. Housing arrangement and vegetation factors associated with single-family home survival in the 2018 Camp Fire, California. fire ecol 17, 25. Available: https://doi.org/10.1186/s42408-021-00117-0

2.2.2 General Observations

The following general critical infrastructure observations were found in the Fundy Albert municipality.

Materials within Immediate Zone: Flammable materials, such as pallets and timber, were observed stacked against buildings, including the Alma Rec Centre and Alma Cultural Centre. Placing combustible materials within the Immediate Zone reduces a structure's resilience to wildfire, as fire can spread through direct contact with these materials. Removing these materials from the Immediate Zone is an easily achievable task that can greatly reduce susceptibility to wildfire.

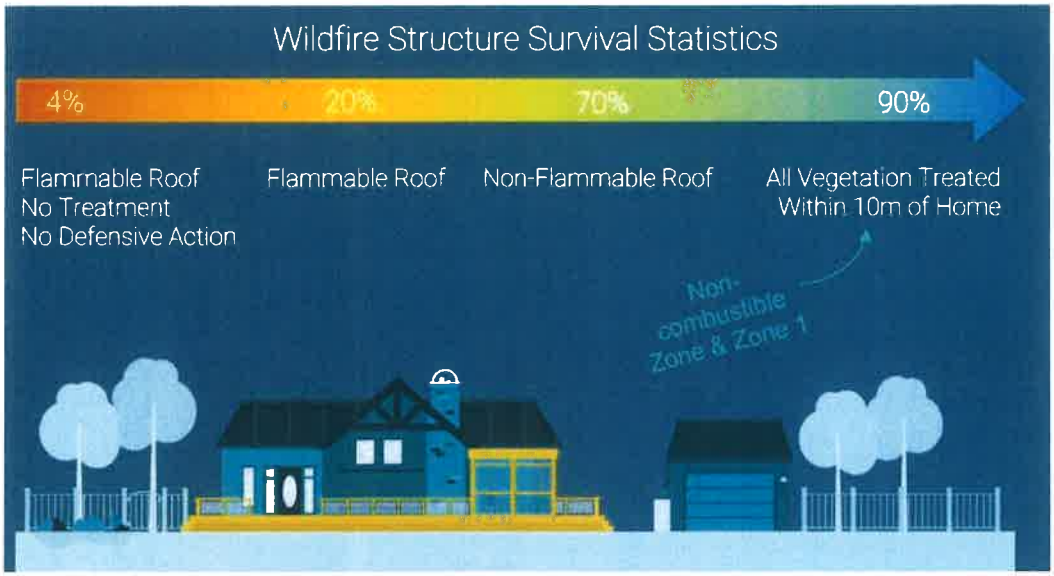


Figure 3. FireSmart wildfire structure survival statistics.

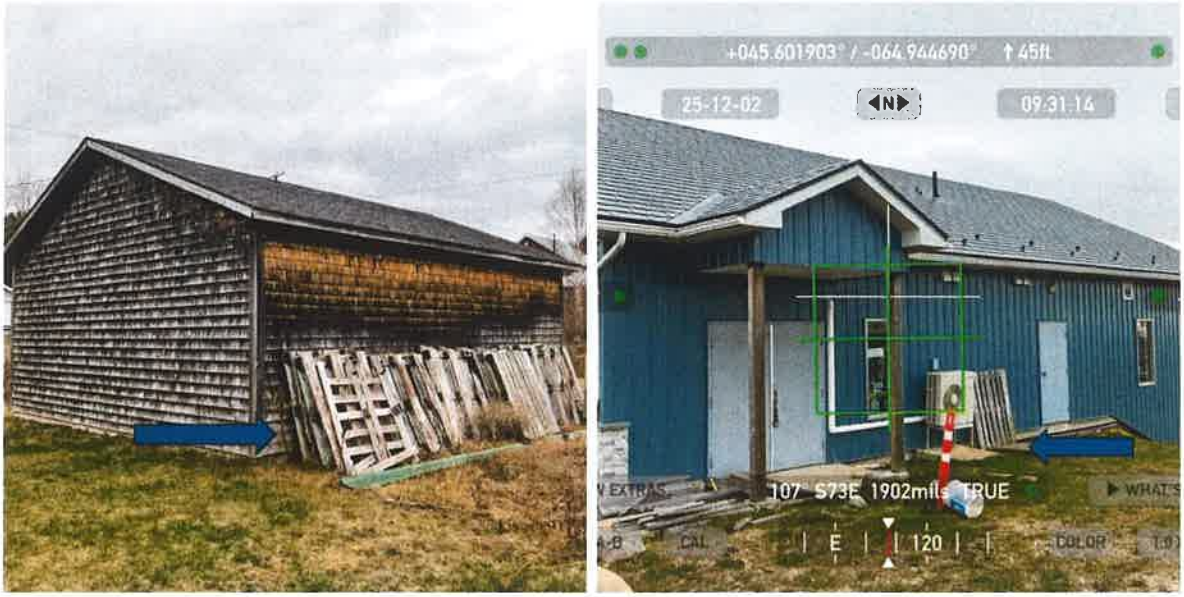


Figure 4. ***Left:*** *Pallets are stacked against an outbuilding at the Alma Rec Centre.* ***Right:*** *Pallets and construction materials are stacked against the Alma Cultural Centre.*

Building Vulnerabilities: Some structures assessed were older and had gaps or openings where embers could penetrate and ignite small fires. One example is the Alma Municipal Office, where wooden steps are situated between two coniferous hedges. The hedges are combustible and located within the Immediate Zone. Additionally, the older wooden steps have gaps and openings, creating areas where needle litter from the hedges can accumulate and potentially ignite from ember transport.

Figure 5. ***Left:*** *Openings on the roof of the Alma Fire Department are susceptible to ember penetration.* ***Right:*** *Wooden steps with gaps and openings are located between two coniferous hedges, creating a potential vulnerability to fire spread.*

Vegetation Maintenance: Unmanaged vegetation was observed within the Immediate, Intermediate, and Extended Zones. Of greatest concern was vegetation within the Immediate Zone that was directly abutting or adjacent to structures. Removing flammable vegetation in the Immediate Zone is essential to create defensible space and reduce the risk of wildfire impacting these structures.

Figure 6. ***Top Left:*** *Tree branches overhang and abut the Alma Blower Building.* ***Top Right:*** *Tree branches overhang and abut the Alma Fire Department.* ***Bottom Left:*** *Continuous leaf litter and trees are present within the Immediate Zone adjacent to the Alma Fire Department.* ***Bottom Right:*** *Coniferous trees and shrubs are adjacent to critical infrastructure and propane tanks, posing a potential wildfire hazard.*

2.2.3 Priority Critical Infrastructure

The following pieces of critical infrastructure have been identified as priorities for mitigation/improvements for Fundy Albert.

Table 1. Fundy Albert priority critical infrastructure mitigation recommendations

Critical Infrastructure	Location and Ownership	Description & Recommendations
Alma Fire Department	**Location:** 8562 Main St, Alma, NB E4H 1N3	**Description:** Two older buildings are surrounded by vegetation, including leaf litter and deciduous trees, with several trees overhanging the structures. Scrap metal and other debris are placed around and leaning against the buildings. Several small gaps and openings were observed in the building sides, creating potential vulnerabilities to ember penetration. **Recommendations:** Remove and manage vegetation surrounding the buildings, cover gaps and openings to prevent ember penetration, and remove debris and junk from around the structures.
Alma Activity Centre	**Location:** 8 School St, Alma, NB E4H 1L2	**Description:** The buildings are located in a clearing but are constructed of wood, with wooden shakes on the exterior. Wooden pallets were observed stacked against the buildings, and yard clippings were piled against a nearby utility pole. Openings exist between the wooden rink boards and the buildings, where vegetation has accumulated, creating potential vulnerabilities to ember ignition. **Recommendations:** Remove and manage vegetation surrounding the buildings, cover gaps and openings to prevent ember penetration, and remove debris and junk from around the structures. If the buildings are of historic value and the wooden shakes are to be preserved, consider mitigating wildfire hazard during an event by implementing measures such as roof sprinkler systems to reduce the risk of ember ignition.
Alma Blower Building - Lagoon	**Location:** 45°36'22.0"N 64°57'19.7"W	**Description:** Utility buildings at Alma Lagoon, used for wastewater, include one outbuilding with significant brush growing adjacent to the structure. The buildings are located within fenced pens with gravel surfaces; however, grass and shrubs are growing through the gravel, reducing its effectiveness as a non-combustible barrier. **Recommendations:** Annually brush and clear grass and shrubs within the fenced pens surrounding the buildings. Remove trees growing within the Immediate and Intermediate Zones that are abutting the structures to reduce wildfire risk.
Alma Hebron Tower	**Location:** 45°37'23.4"N 64°54'07.6"W	**Description:** Single utility building surrounded by forest. The building is positioned on gravel, but grass and shrub species have begun to penetrate the gravel, reducing its effectiveness as a non-combustible surface. Gaps exist between the bottom of the structure and the gravel, allowing vegetation to accumulate and creating potential points for ember penetration. **Recommendations:** Annually brush and clear grass and shrubs within the Immediate and Intermediate Zones around the building. Seal or close gaps at the base of the structure to prevent vegetation accumulation and reduce the risk of ember intrusion.
Alma Municipal	**Location:** 8 School St, Alma, NB E4H	**Description:** The building is located in a clearing and surrounded by maintained lawn. Several wooden decks and steps abut the building and

Critical Infrastructure	Location and Ownership	Description & Recommendations
Office	1L1	contain gaps or openings where vegetation is accumulating, creating a vulnerability to ember transport. Several coniferous shrubs and trees are also present within the Immediate Zone of the building. **Recommendations:** Remove coniferous trees and shrubs from the Immediate Zone. Plant FireSmart-recommended species in the Intermediate and Extended Zones. Seal gaps and openings in wooden structures to reduce the risk of ember intrusion.
Bailey Bridge Route 910	**Location:** 45°54'49.2"N 64°42'14.3"W	**Description:** Single lane bridge with steel spans and concrete support. Exposed wooden decking on the bridge surface. Surrounding fuels consist mainly of manicured grass and deciduous vegetation, however there are some small conifers within the immediate zone as well. Single lane creates egress/access choke point. **Recommendations:** Add an asphalt surface or prioritize for structure protection during a wildfire. Consider alternative routes for traffic flow and additional communication.
Riverside Albert – Municipal Building	**Location:** 5823 King St, Riverside-Albert, NB E4H 4B4	**Description:** Site contains main structure and additional outbuilding. The front wooden deck provides space for vegetation accumulation and ember impingement, and gaps exist in the fascia on the outbuilding. Coniferous trees are also within the immediate and intermediate zones of the outbuilding and deciduous trees overhang both structures. **Recommendations:** Remove conifers adjacent to outbuilding and maintain manicured gras surface fuels on site. Annually inspect both roofs for buildup of twigs, branches and leaves. Ensure fuel tank out back is on a non-combustible surface. Annually clear vegetation from around the deck and close in any openings.
Riverside Albert Lift Station	**Location:** 45°44'53.3"N 64°44'00.5"W	**Description:** Metal structure on concrete base. No risk. **Recommendations:** None.
Riverside Albert Consolidated School	**Location:** 90 Water St, Riverside-Albert, NB E4H 3Z7	**Description:** This historic structure is constructed with cedar shake siding, a highly vulnerable material for ignition and ember impingement. The underside of the front wooden deck is open and vulnerable to vegetation accumulation. The small shed on site contains a large wire mesh over the vent and vinyl siding extending to the ground. **Recommendations:** Close in underside of deck and routinely remove all vegetation accumulation around this area. Ensure the roof, gutters, and siding are free of gaps, cracks and any vegetation accumulation. Add a 3mm wire mesh screen to the shed vent and remove all vegetation within the immediate zone and add a 15cm vertical non-combustible material between the surface and the vinyl siding. Develop contingency plans for wildfire events that address protection of the historic structure. Protective measures to consider include temporary or permanent water sprinkler systems and the deployment of aluminized, fire-resistant structure wrap.
Hillsborough Works Garage	**Location:** 110 Steeves St, Hillsborough, NB	**Description:** Multiple buildings on site with exposed sheathing, gaps and cracks in the siding and combustible siding down to the surface. Additionally, many buildings have combustible materials stacked or

Critical Infrastructure	Location and Ownership	Description & Recommendations
	E4H 3C3	leaning against them. Some buildings contain sparse vegetative growth within the immediate zones, but most vegetation exists within the intermediate and extended zones. All vegetation is comprised of grass and deciduous trees and shrubs. **Recommendations:** Cover all exposed sheathing with ignition-resistant siding. Seal all gaps and cracks in siding, roofs, doors, windows and vents. Remove all flammable debris away from the exteriors of buildings and keep access and surroundings clear.
Hillsborough Volunteer Fire Department	**Location:** 2789 Main St, Hillsborough, NB E4H 2X4	**Description:** Building constructed with ignition-resistant materials. Unmanicured vegetation exists within the immediate and intermediate zones. **Recommendations:** Create a non-combustible surface within the immediate zone of the building. Maintain all grass within the intermediate zone with routine mowing and watering. Thin and prune trees and shrubs within the intermediate zone to break up fuel continuity. Inspect roof and eaves annually for buildup of vegetative debris.
Hillsborough Municipal Office	**Location:** 61 Academy St, Hillsborough, NB E4H 2R8	**Description:** Building constructed of ignition resistant siding and roof materials. Many surfaces within the intermediate zone contain a non-combustible surface, with the remainder of the area and the intermediate zone containing manicured grass. **Recommendations:** Continue to maintain grass surfaces. Cover vents with a 3mm mesh.
Hillsborough Generator building	**Location:** 5 Steeves St, Hillsborough, NB E4H 2X8	**Description:** Ignition-resistant brick siding. Roof material is vulnerable to ignition sources. Surrounding vegetation out to intermediate zone consists of manicured grass. **Recommendations:** Continue to maintain grass surface. Consider upgrading roof material to a class A non-combustible material.
Hillsborough Lagoon Building	**Location:** 45°55'40.9"N 64°38'24.2"W	**Description:** Main building constructed of ignition-resistant siding and roof materials. Shed contains exposed sheathing on exterior. Non-combustible zone established within the immediate zone and beyond. Combustible materials (pallets) leaning against exterior of the building. **Recommendations:** Add ignition-resistant siding to the exposed shed. Remove all combustible materials from the exterior of the building.
Hillsborough Ambulance	**Location:** 2960 NB-114, Hillsborough, NB E4H 2T8	**Description:** Structure constructed with vinyl siding and ignition-resistant roof material. Three of four sides of the structure contain a non-combustible asphalt surface within the immediate zone and extending into the intermediate zone. Fourth side contains manicured grass. Combustible debris leaning against exterior of the structure. **Recommendations:** maintain grass surfaces out to the extent of the intermediate zone. Annually inspect roof and eaves for buildup of vegetative debris. Remove combustible materials (pallets) that are leaning against the exterior.
Hartley Steeves Covered Bridge	**Location:** 4459 NB-910, Hillsborough, NB E4H 4E6	**Description:** The bridge is constructed of wooden materials that are vulnerable to ignition. As a single-lane structure, it may become a bottleneck during an emergency evacuation. **Recommendations:** Plan to replace the bridge or provide an alternative

Critical Infrastructure	Location and Ownership	Description & Recommendations
		crossing constructed of non-combustible materials. Develop contingency plans for wildfire events that address evacuation procedures and protection of the historic structure. Protective measures to consider include temporary or permanent water sprinkler systems and the deployment of aluminized, fire-resistant structure wrap.
Hank Braam Kiwanis Cantre	**Location:** 47 Legion St, Hillsborough, NB E4H 2W7	**Description:** Structure is constructed with ignition-resistant roof and siding materials. Vegetation within the immediate and intermediate zones consists of a combination of manicured grass and non-combustible asphalt. Wooden deck along exterior of structure contains openings and gaps and is adjacent to an untreated door canopy on the exterior. **Recommendations:** Continue to maintain grass surfaces. Enclose the underside of the exterior deck. Consider upgrading the deck and door canopy to an ignition-resistant material or applying an ignition-resistant coating. Ensure propane tanks are situated on a non-combustible surface.

2. HAZARD

2.3.1 Ecosystems & Fire Regimes

Natural Ecoregions and Ecodistricts

Ecodistricts:

- 6-7: Eastern Lowland - Petitcodiac
- 6-3: Central Uplands - Caledonia
- 1-4: Fundy Coastal – Fundy

Table 2. Characteristics of Fundy Albert Ecodistricts

Attribute	Eastern Lowland – Petitcodiac (6-7)	Central Uplands – Caledonia (3-6)	Fundy Coastal – Fundy (4-1)
Area (ha)	218,075	140,789	226,450
Climate	Transition between warm, dry Eastern Lowlands and cool, wet Fundy Coast	Cool and wet	Cool summers and mild winters with persistent summer fog
Precipitation (mm) May - September	~415-450	~450-550	~450-500
Landcover (forested and non-forested*)	70% - Forested 30% - Non-forested Gently rolling, low-lying area with ridges and valleys along the Petitodiac River	95% - Forested 5% - Non-forested Central plateau surrounded by hillsides and mountains containing many incised river valleys with abundant waterfalls	76% - Forested 24% - Non-forested Boreal type upland and lowland bogs with high costal cliffs and marshy salt-flats
Dominant fuels	Red spruce, white spruce, black spruce and shade-intolerant hardwoods and softwoods	Shade-tolerant hardwoods stands of sugar maple, yellow birch and beech, often intermixed with red spruce	Red spruce, white spruce, black spruce and balsam fir
Typical fire behaviour	High intensity in dry years; smouldering in peat	Moderate to high; patchy severity	Rapid spread, low intensity
Weather controls	Moist, cool, shorter fire season	Warm, dry, windy	Hot, dry, windy; high ignition rates

Fuels and Fire Behaviour

The Canadian Forest Fire Behaviour Prediction (FBP) System was used to classify fuel types across Fundy Albert, providing a standardized representation of vegetation and fuel characteristics that influence fire behaviour. Fuel types were derived from Canada's national FBP fuel map[5]. Figure 7 and Table 3 show the distribution, layout, and composition of FBP fuel types and a description of expected fire behaviour across the study area respectively.

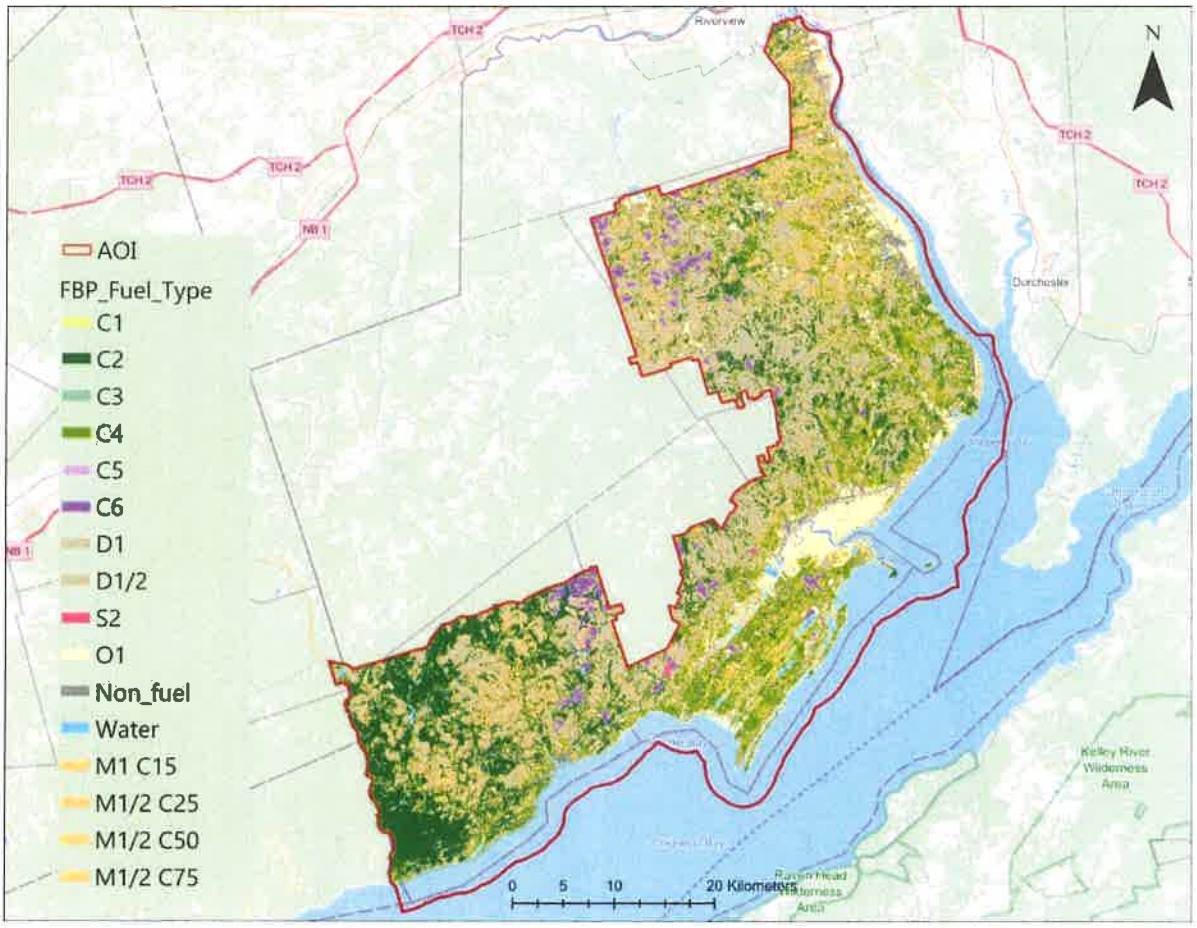


Figure 7. Fundy Albert FBP fuels distribution

[5] National map of Canadian Fire Behaviour Prediction (FBP) map can be accessed on https://open.canada.ca/data/en/dataset/4e66dd2f-5cd0-42fd-b82c-a430044b31de

Table 3. FBP fuel types in percentage for Fundy Albert, with a description of expected fire behaviour in these fuels.

FBP Fuel Types	Area Coverage (%)	Description
C-1	0.09	**Spruce-Lichen Woodland**: highly flammable boreal/subarctic coniferous fuel type characterized by open black spruce stands and continuous ground lichens.
C-2	27.72	**Boreal spruce**: extremely volatile; supports intense, fast-spreading Crown fires with high rates of spread and fire intensity.
C-3	0.49	**Mature Jack or Lodgepole pine**: Highly flammable due to resin content and ladder fuels, prone to intense Crown fires and high spread rates.
C-4	7.61	Immature Jack or Lodgepole pine: Very high fire behaviour potential, ladder fuels promote Crowning and rapid vertical fire development.
C-5	0.01	**Red and white pine**: moderately to highly flammable coniferous fuel type characterized by mature red and white pine stands with relatively open understories and surface fuels that can support surface fire and occasional crown fire under dry and windy conditions.
C-6	2.19	**Conifer plantation**: highly flammable fuel type characterized by dense, even-aged conifer plantations with closely spaced trees and abundant ladder fuels that can support rapid fire spread and sustained crown fire.
D-1	24.6	**Leafless Aspen**: low to moderately flammable deciduous fuel type characterized by leafless aspen stands with cured grasses and surface fuels that can support surface fire spread, particularly in the spring before leaf-out.
D-1/2	1.71	**Green Aspen**: Very low potential, high foliar moisture and low surface fuel load suppress fire spread.
M-1	0.05	**Boreal Mixedwood - Leafless (15% conifer)**: low to moderately flammable mixedwood fuel type characterized by predominantly deciduous stands with a minor conifer component, where leafless conditions and cured surface fuels can support surface fire spread, with limited potential for crown fire under typical conditions.
M-1/2 C25	5.88	**Mixedwood – Leafless/Green:** (25% conifer). Moderate potential, fire behaviour depends on moisture levels, conifer proportion, and leaf-out stage.
M-1/2 C50	15.1	**Mixedwood – Leafless/Green**: (50% conifer). Moderate potential, fire behaviour depends on moisture levels, conifer proportion, and leaf-out stage.
M-1/2 C75	5.01	**Mixedwood – Leafless/Green**: (75% conifer). Moderate potential, fire behaviour depends on moisture levels, conifer proportion, and leaf-out stage.
S-2	0.12	**White Spruce / Balsam Slash:** highly flammable fuel type characterized by cured logging slash from white spruce and balsam fir harvesting operations, with abundant fine and medium fuels that can support rapid ignition, high-intensity surface fire, and short-duration but extreme fire behaviour.
Built-up	3.04	No fire progression.
Nonfuel	0.59	No fire progression.
O1	5.54	Grass. Both matted and standing grass can support rapid wildfire spread rates under windy and dry conditions.
Water	0.85	No fire progression.

2.3.3. Fire Weather

The greatest fire weather tends to occur in late summer (August-September) with a potential for fire weather early spring (May). High temperatures, low relative humidity, strong winds, and low precipitation result in low foliar moisture content during early spring. This is represented with high fine fuel moisture codes (FFMC), initial spread index (ISI), and fire weather index (FWI). Weather for Fundy Albert was selected to be displayed in figures below; however, weather trends are similar across the entire community.

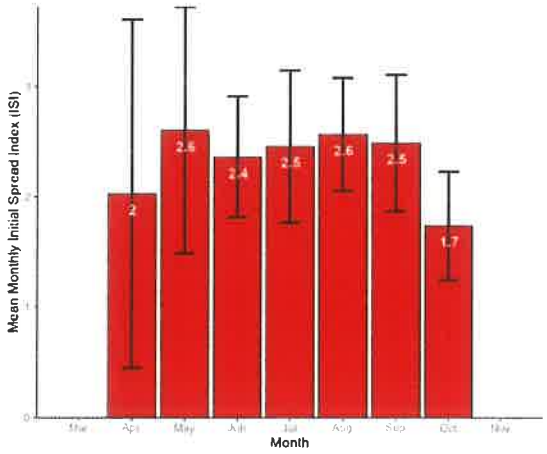


Figure 8. Mean monthly initial spread index (ISI), daily ERA5 FWI at the Fundy_Albert point location between the years of 2014 and 2023 (95% Confidence Intervals).

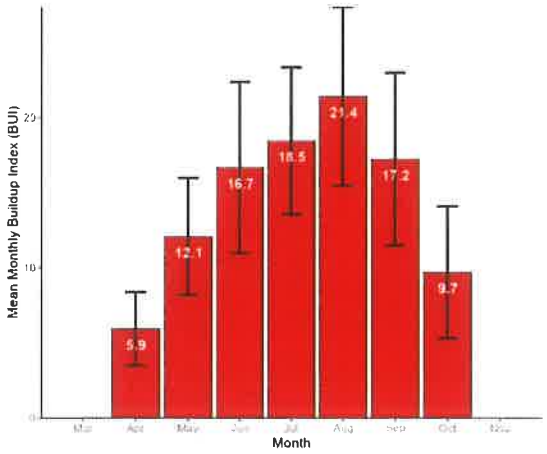


Figure 9. Mean monthly buildup index (BUI), daily ERA5 FWI at the Fundy_Albert point location between the years of 2014 and 2023 (95% Confidence Intervals).

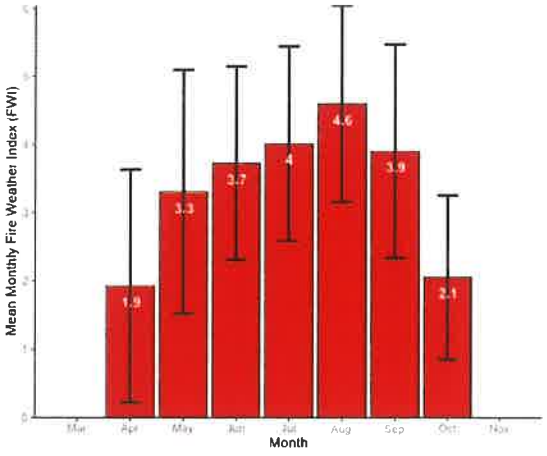


Figure 10. Mean monthly fire weather index (FWI), daily ERA5 FWI at the Fundy_Albert point location between the years of 2014 and 2023 (95% Confidence Intervals).

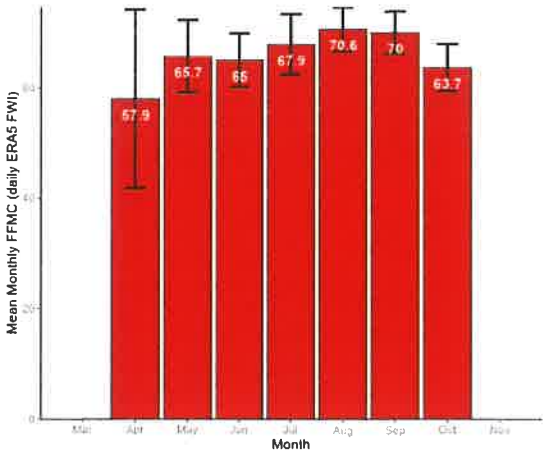
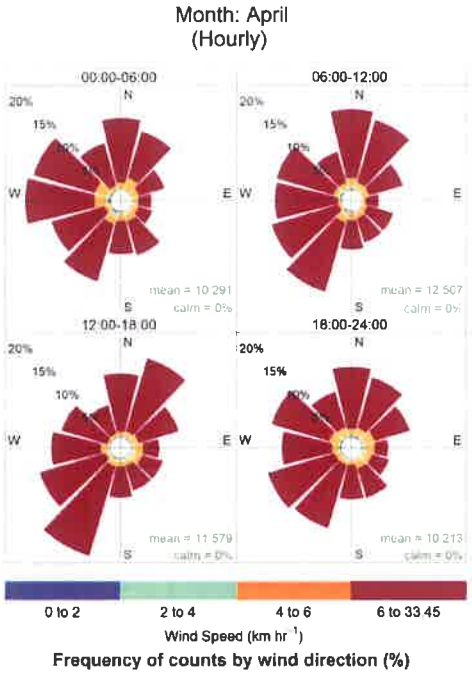
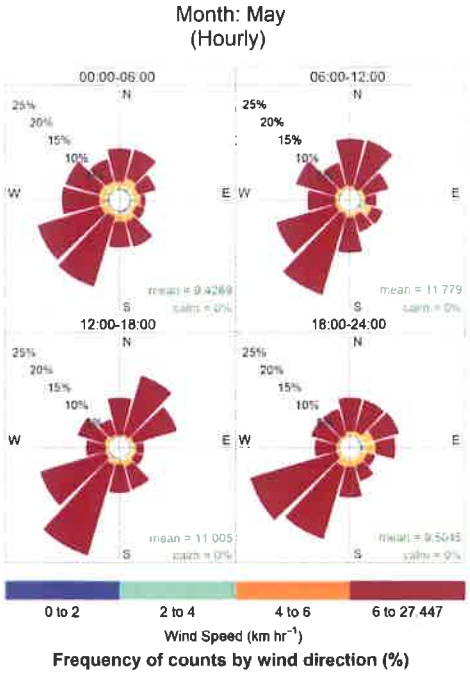


Figure 11. Mean monthly fine fuel moisture code (FFMC), daily ERA5 FWI at the Fundy_Albert point location between the years of 2014 and 2023 (95% Confidence Intervals).

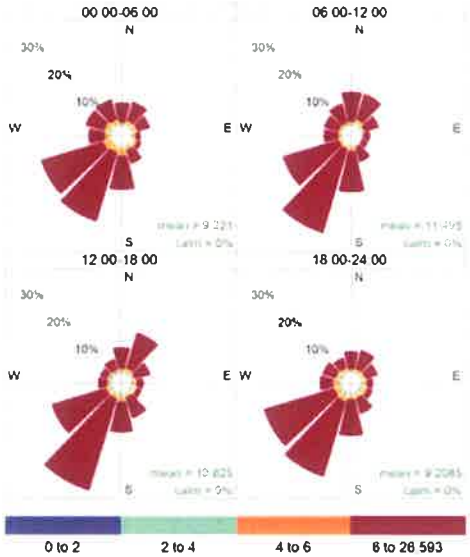
2.3.4 Wind

Strongest windspeeds are predominantly from the southwest between June to September. April winds show greater variability, with winds coming from nearly all directions throughout the day. During May, where fire weather ticks up in Fundy Albert, winds are predominantly southwest but with a strong chance of northeasterly winds during peak burning (12:00-18:00). Greatest windspeeds in the afternoons and evenings, around peak burning time, tend to be from the southwest. Values that are northeast from hazardous fuel-types are positioned downwind of prevailing winds and are in the most probable path of these potential areas of hazardous fuels. Predominant wind directions can lead to assumptions for directional probabilities with wildfire behaviour; however, we must be careful with these assumptions and expect that wind may come from any direction.



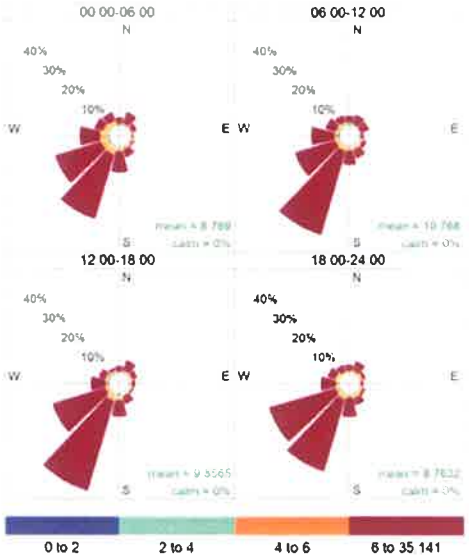


Month: June
(Hourly)



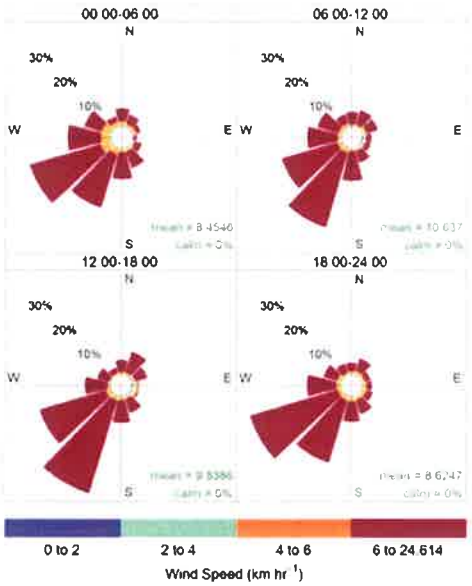
Frequency of counts by wind direction (%)

Month: July
(Hourly)



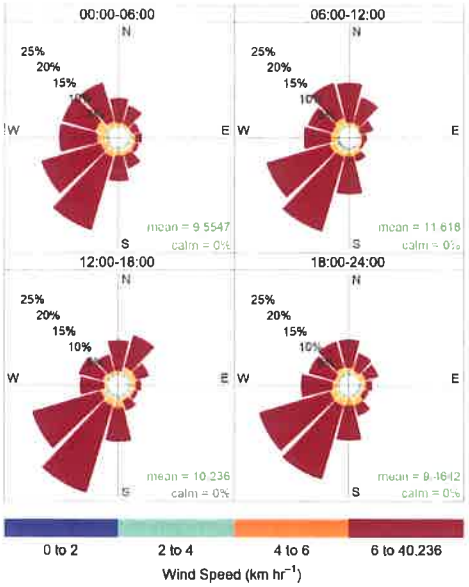
Frequency of counts by wind direction (%)

Month: August
(Hourly)

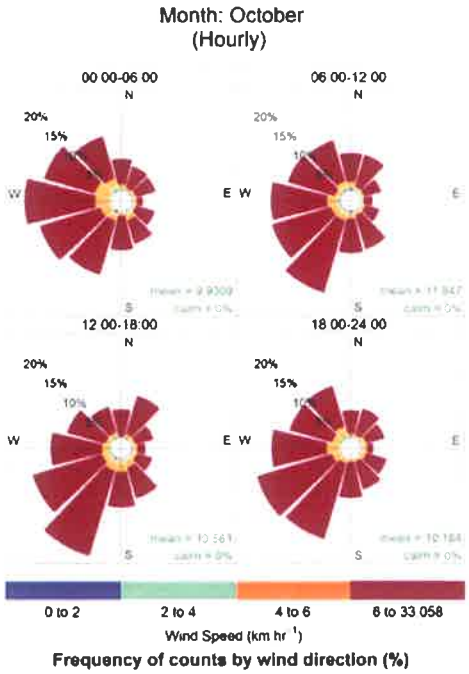


Frequency of counts by wind direction (%)

Month: September
(Hourly)



Frequency of counts by wind direction (%)


Month: October
(Hourly)
00 00-06 00
06 00-12 00
12 00-18:00
18 00-24 00
N
E
S
W
20%
15%
10%
0 to 2
2 to 4
4 to 6
6 to 33 058
Wind Speed (km hr ⁻¹)
Frequency of counts by wind direction (%)

2.4 RISK

2.4.1 Risk Assessment

Risk assessment involves the identification of hazards, assessing the risk of hazards and the probability or likelihood of potential loss or damages, and the potential severity of consequences from hazard exposure[6].

- **Values:** That which is at risk of loss or damage of fire (e.g., life, property, assets, infrastructure).
- **Exposure:** Proximity of the values to wildfire hazard.
- **Vulnerability:** Predisposition of something to being impacted by fire.
- **Likelihood:** Probability of a wildfire occurring, or some aspect of fire behaviour or severity occurring.
- **Severity:** Consequences, damage, loss, or level of fuel consumption from fire.

This risk assessment is focused on the **values** and **exposure** sectors of wildfire risk. Priority areas for mitigation were identified using Fire Exposure (FE), with highest values ranging from 0-1, and Building Exposure Load (BEL), representing the number of structures within 500 m of hazardous fuel units.

Fire likelihood was partially assessed with weather trends, predominant wind directions, review of historical fire ignitions and perimeters, and directional vulnerability assessments. Vulnerability of fuels was partially assessed via directional vulnerability analyses; however, more in-depth vulnerability assessments of values must be championed by the owners of the values themselves, which includes use of *FireSmart structure assessment tools*.

Potential fire severity was partially assessed with the modelling of *Crown fraction burned* (CFB) for various fuel-types identified in Fundy Albert; however, fire severity probability mapping would require a separate deeper analysis. Severity analyses may go as far as quantifying consequences with scoring or dollar value.

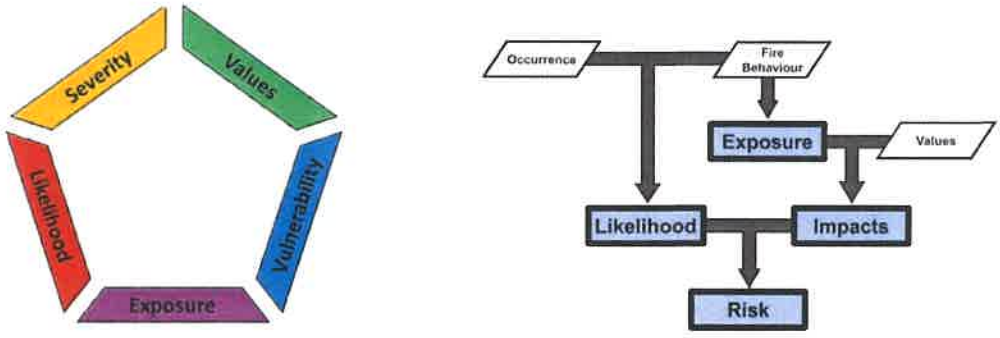


Figure 12. The primary components of fire risk[7]

[6] https://www.ccohs.ca/oshanswers/hsprograms/hazard/risk_assessment.html

[7] Johnston LM, Wang X, Erni S, Taylor SW, McFayden CB, Oliver JA, Stockdale C, Christianson A, Boulanger Y, Gauthier S, Arseneault D. Wildland fire risk research in Canada. Environmental Reviews. 2020;28(2):164-86.

2.4.2 Landscape Scale Fire Exposure Analysis

Fire Exposure (FE) quantifies the extent to which a location is surrounded by combustible vegetation, measuring the contact potential between a given point on the landscape and nearby flammable fuels. This is captured through a binary classification of land-cover raster cells as either hazardous fuel (1) or non-fuel (0), enabling a spatially explicit metric that reflects the contagious nature of fire spread, primarily via direct flame contact and ember.

Wildfire Exposure

Following the approach established by Beverly et al. (2021)[8] and using the 2024 national FBP fuel type map at a 30×30 meter resolution (as is shown in Figure 1), hazardous fuels were defined to include all C1 to C7 fuel types (including Spruce-Lichen Woodland, Boreal Spruce, Mature and Immature Jack or Lodgepole Pine, Red and White Pine, Conifer Plantation, and Ponderosa Pine, Douglas-Fir), as well as M1 and M2 types (Boreal Mixedwood–Leafless and Boreal Mixedwood–Green) containing more than 25% conifer composition, as is shown in the last column of Table 1.

Grass (O-type) and slash (S-type) fuels were not classified as hazardous in this analysis. While these fuel types can be flammable and exhibit fast spread rates, they generally lack the capacity for long-range ember transmission (e.g. beyond 500 meters). This classification is consistent with Beverly's methodology, which excludes these fuels from the hazardous category when assessing FE at broader spatial scales.

To compute FE, a 500 m circular neighbourhood is drawn around each cell. The number of hazardous fuel cells within this area is summed and expressed as a percentage of total land, resulting in a continuous 0–100% metric. This value reflects the configuration and density of hazardous fuels, independent of weather conditions, ignition probabilities, or fire spread simulations (Beverly et al, 20218).

By isolating fuel-based transmission potential from variable ignition and weather patterns, the FE metric provides a standardized and comparable baseline across regions and timeframes. Its simplicity, requiring only one thematic fuel layer and basic GIS tools, enables rapid, scalable assessments. Empirical studies show that cells with exposure ≥ 60% often align with burned areas, while those below 40% seldom do, reinforcing their real-world validity (Beverly and Forbes, 2023[9]).

The exposure analysis was performed using the fireexposuR package in R, an open-source, peer-reviewed toolkit that automates the neighbourhood-based exposure method originally developed by Beverly et al. (2021). Our AOI included Fundy Albert County, with a 20 km buffer, to minimize edge effects and ensure all surrounding fuels were captured and taken into consideration (specifically for analysis such as directional vulnerability where a buffer is needed for calculation of viable directions for potential wildfire encroachment). However, final results are only shown for the AOI. By inputting the binary hazardous fuel classification and AOI into the package, FE values were generated at a 30×30-meter spatial resolution.

[8] Beverly, J. L., McLoughlin, N., & Chapman, E. (2021). A simple metric of landscape fire exposure. *Landscape Ecology, 36*, 785-801. https://doi.org/10.1007/s10980-020-01173-8

[9] Beverly, J. L., & Forbes, A. M. (2023). Assessing directional vulnerability to wildfire. *Natural Hazards, 117(1)*, 831-849. https://doi.org/10.1007/s11069-023-05885-3

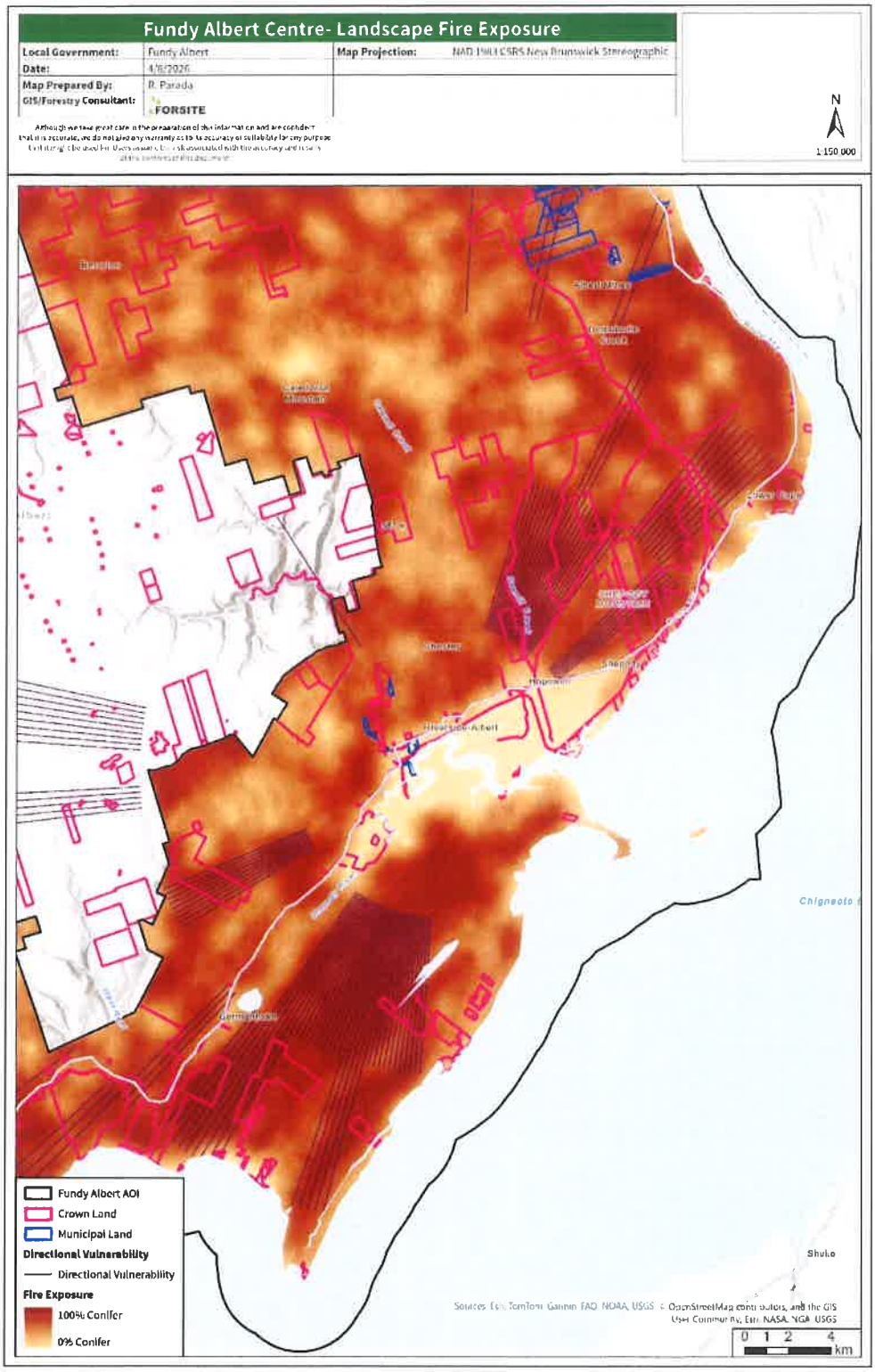


Figure 13. Landscape fire exposure map for Fundy Albert Centre

Figure 14. Landscape fire exposure map for Fundy Albert NE

Figure 15. Landscape fire exposure map for Fundy Albert SW

2.4.3 Community Scale Fire Exposure Analysis

Community scale fire exposure analysis builds on the landscape-scale approach, but shifts focus to specific community assets, such as building footprints, infrastructure, and vulnerable populations. While the methodology mirrors landscape-scale assessments in terms of exposure calculation, it emphasizes localized impacts on human-built environments.

Fire exposure classification at this scale is not continuous but uses discrete classes to better highlight endangered areas within communities, avoiding saturation from high continuous values. The classification scheme (scaled 0 to 1) is as follows:

Table 4. Fire exposure classification for community scale analysis

Nil: 0 (no exposure).
Low: 0 to 0.15 (minimal risk).
Moderate: 0.15 to 0.3 (moderate risk).
High: 0.3 to 0.45 (high risk).
Extreme: >0.45 (extreme risk).

This discrete classification enhances visualization and decision-making by emphasizing hotspots within communities, rather than diluting signals across larger areas. This approach is supported by Beverly et al. (2010).[10]

[10] Beverly JL, Bothwell P, Conner JCR, Herd EPK. (2010) Assessing the exposure of the built environment to potential ignition sources generated from vegetative fuel. *International Journal of Wildland Fire 19, 299–313.* https://doi.org/10.1071/WF09071

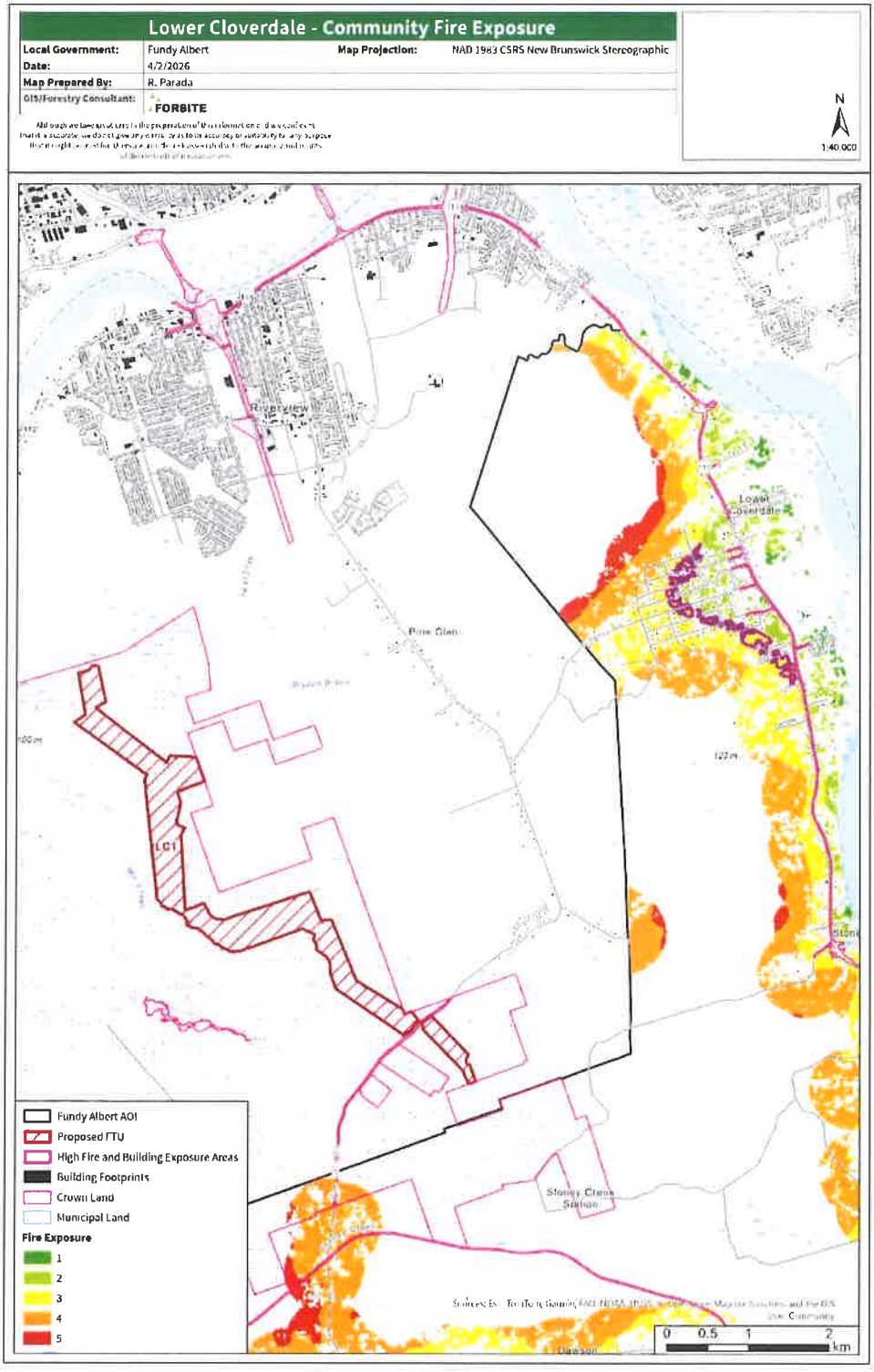


Figure 16. Community scale fire exposure map for Lower Coverdale.

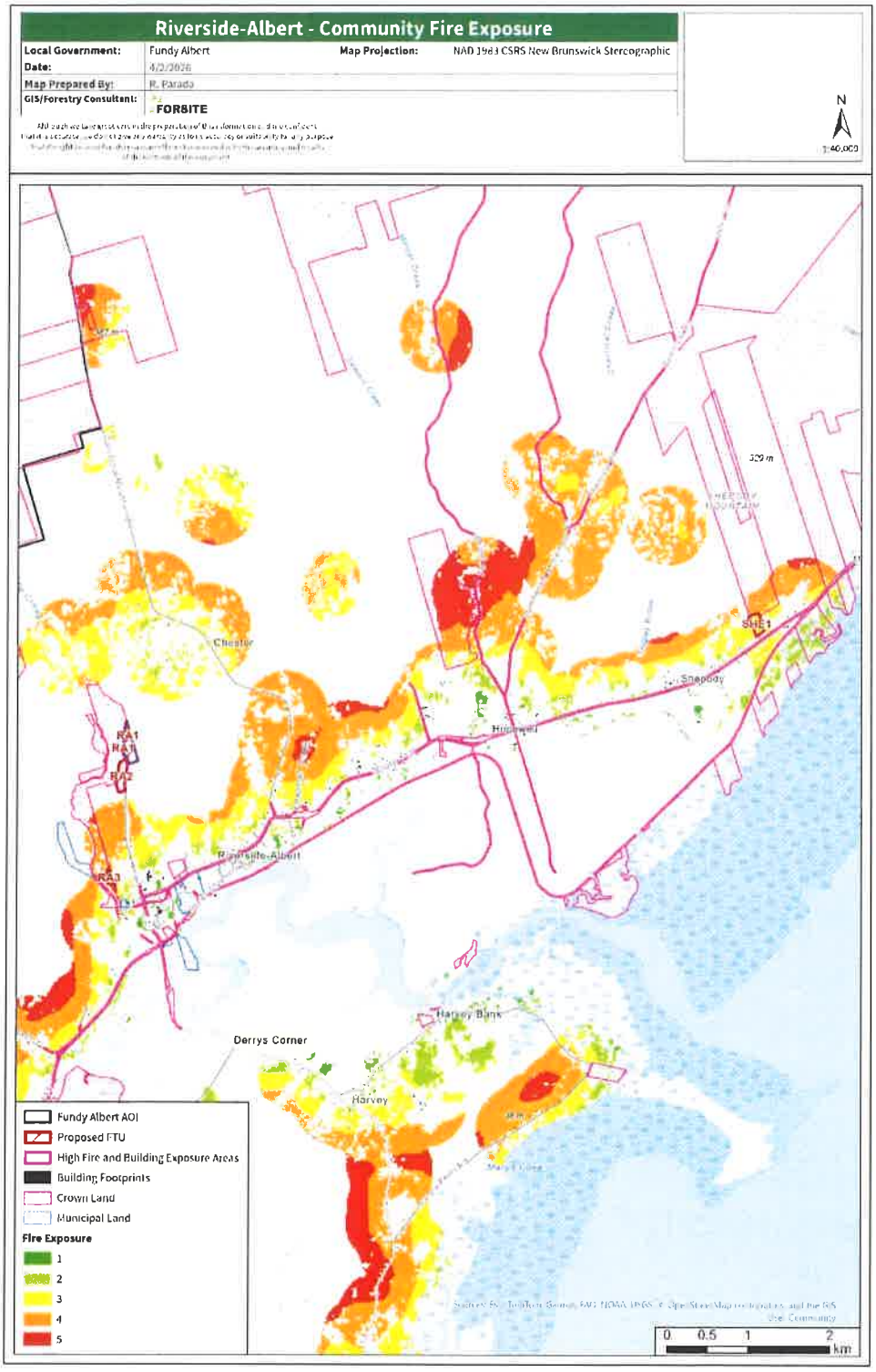


Figure 17. Community scale fire exposure map for Riverside Albert.

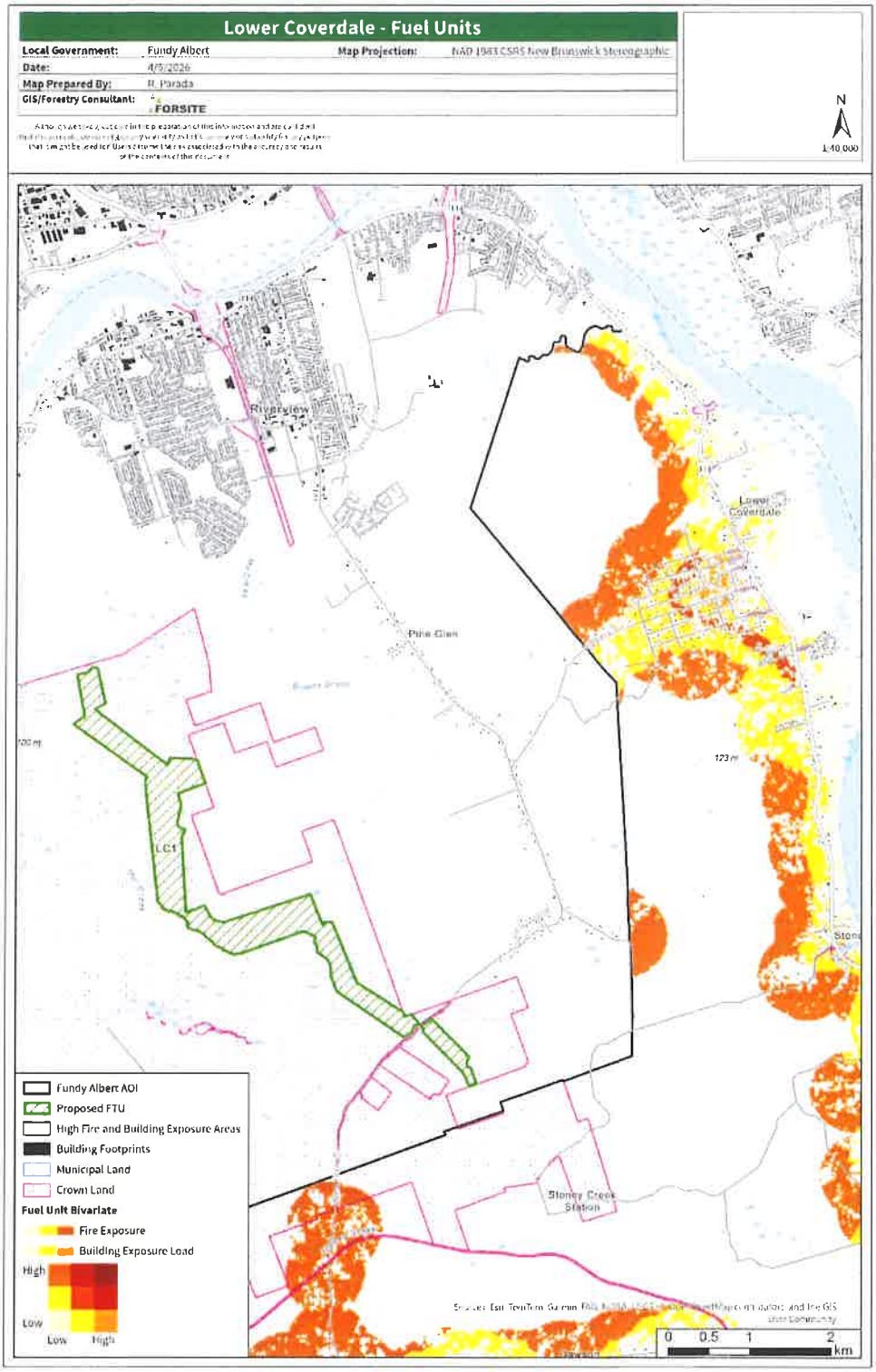


Figure 18. Community scale fire exposure map for Lower Coverdale.

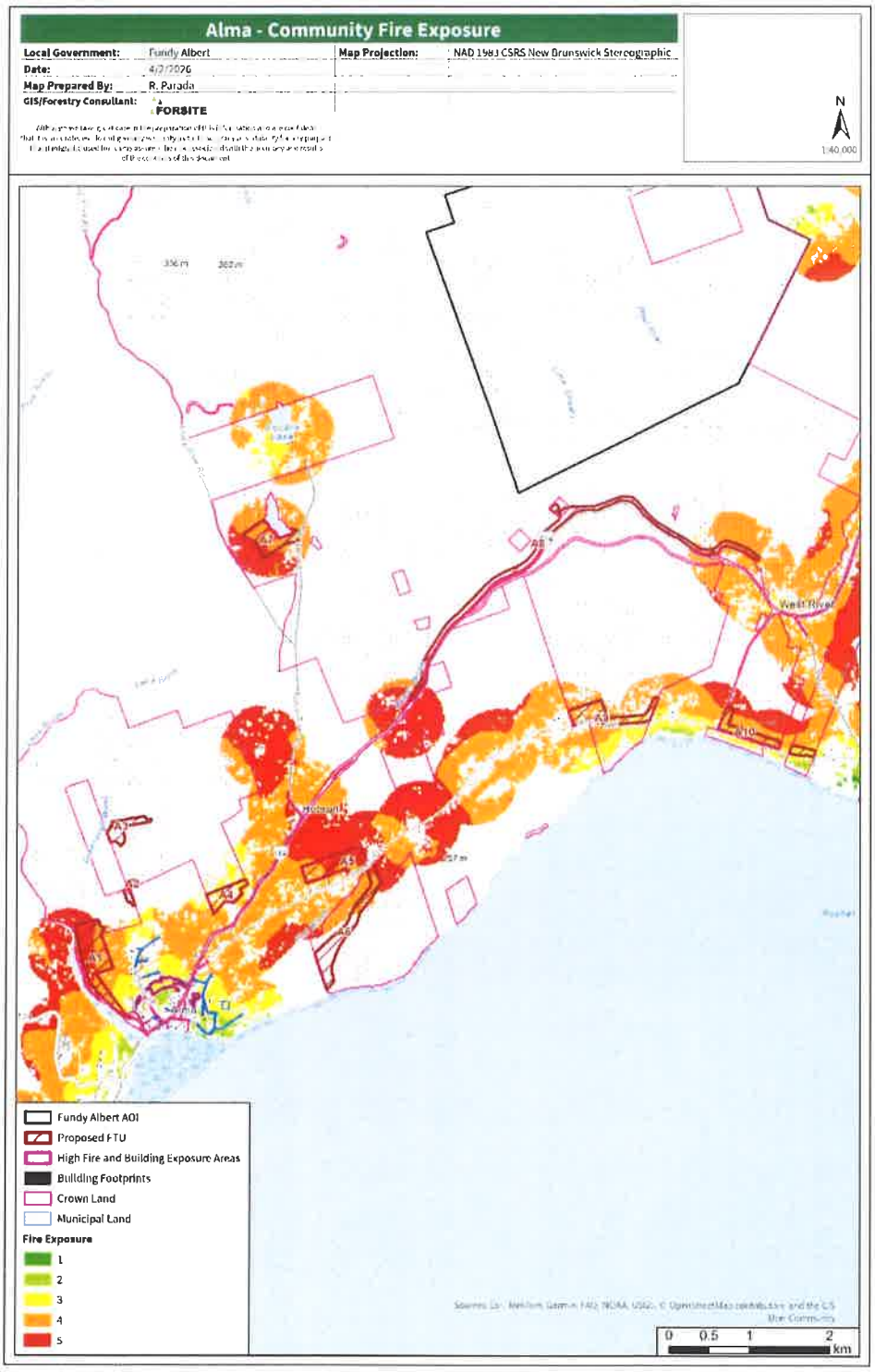


Figure 19. Community scale fire exposure map for Alma.

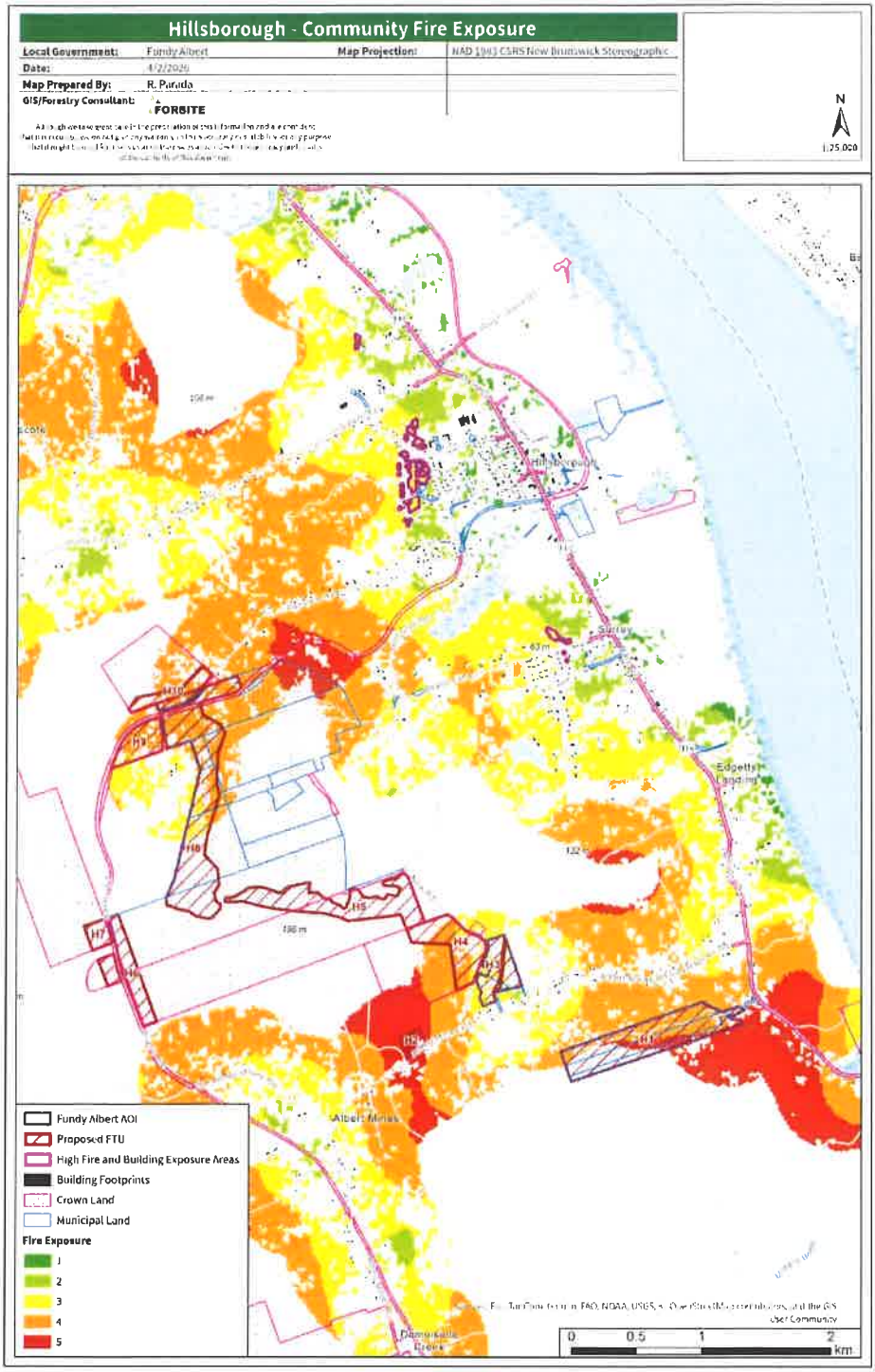


Figure 20: Community scale fire exposure map for Hillsborough.

Directional Vulnerability

To understand how wildfire could approach communities from surrounding landscapes, a directional vulnerability analysis was carried out based solely on the spatial arrangement of high FE areas. This method does not rely on wind direction or weather inputs but uses the geometry of hazardous fuel zones around a point to determine the most likely directions for fire transmission. It serves as a targeted extension of the broader FE analysis. The directional vulnerability assessment method was first introduced by Beverly and Forbes (2023) [11] for Alberta communities.

For this purpose, four points were selected, two adjacent to each community, as is shown in Figure 7 to represent areas of interest with potentially elevated exposure. Around each point, 360 straight-line trajectories were drawn at one-degree intervals within a 15-km radius. Each trajectory was divided into three segments: 0–5 km, 5–10 km, and 10–15 km. A segment was classified as viable if at least 80% of its length passed through high FE areas (FE over 0.6), based on thresholds derived from empirical wildfire patterns in Alberta[7].

This approach helps identify directions where continuous hazardous fuels may allow wildfire to move toward community boundaries. The results support proactive planning by highlighting which sides of a community are more vulnerable to fire encroachment and should be prioritized for treatments or operational planning. Directional vulnerability refines the exposure assessment by revealing not just *where* risks exist, but also from which direction they are most likely to arrive.

It is noteworthy to mention that for current analysis, density of footprints is calculated and a circular area where its "footprints/sqkm" was relatively high (over 40footprints/sqkm) is selected, as is schematically reflected in Figure 11.

[11] Beverly, J. L., & Forbes, A. M. (2023). Assessing directional vulnerability to wildfire. *Natural Hazards*, *117*(1), 831-849. https://doi.org/10.1007/s11069-023-05885-3

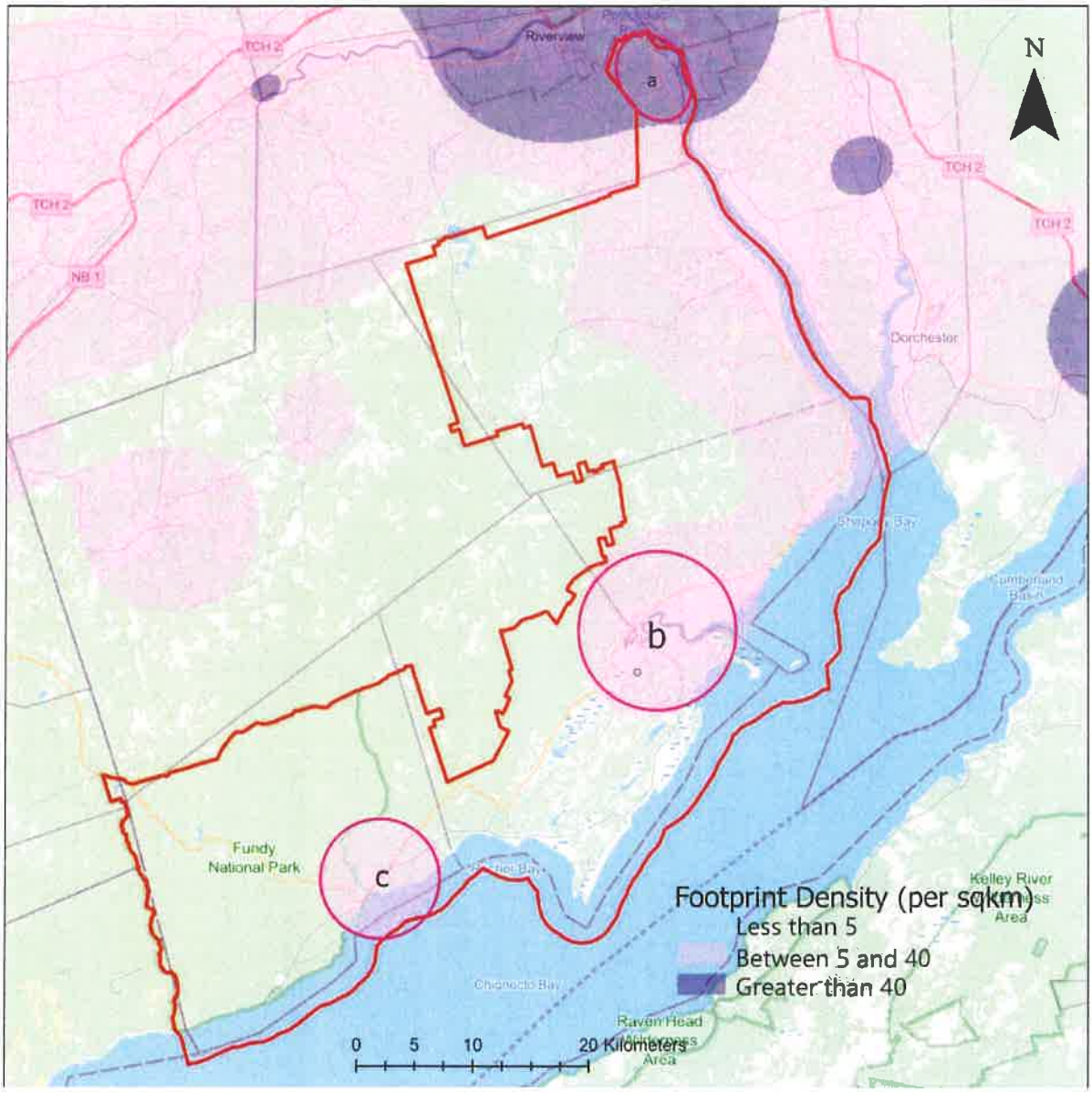


Figure 21: Footprints density per km2 for identification of high-density areas to evaluate the directional vulnerability a) NE; b) Central; c) SW

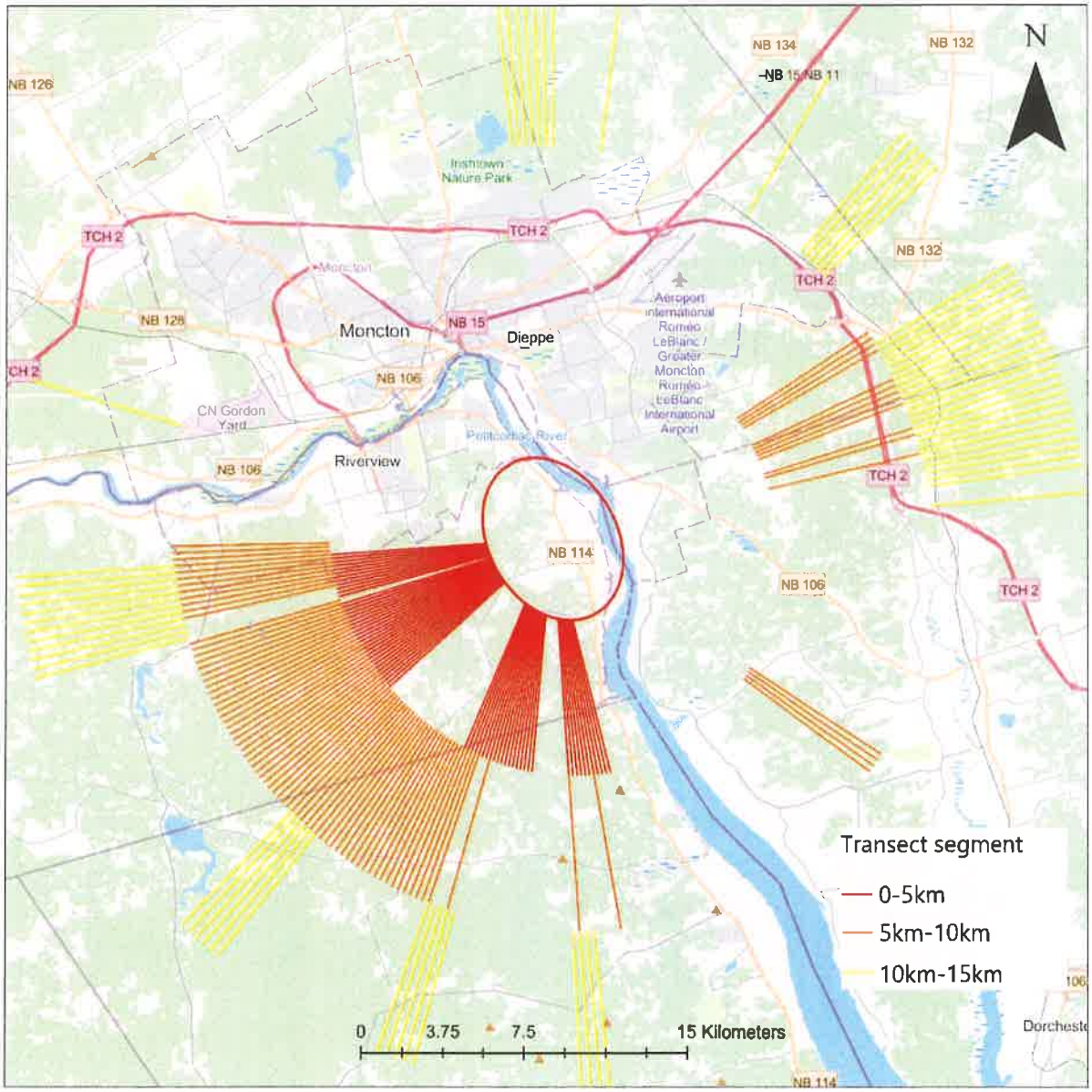


Figure 22. Directional vulnerability map for Lower Coverdale

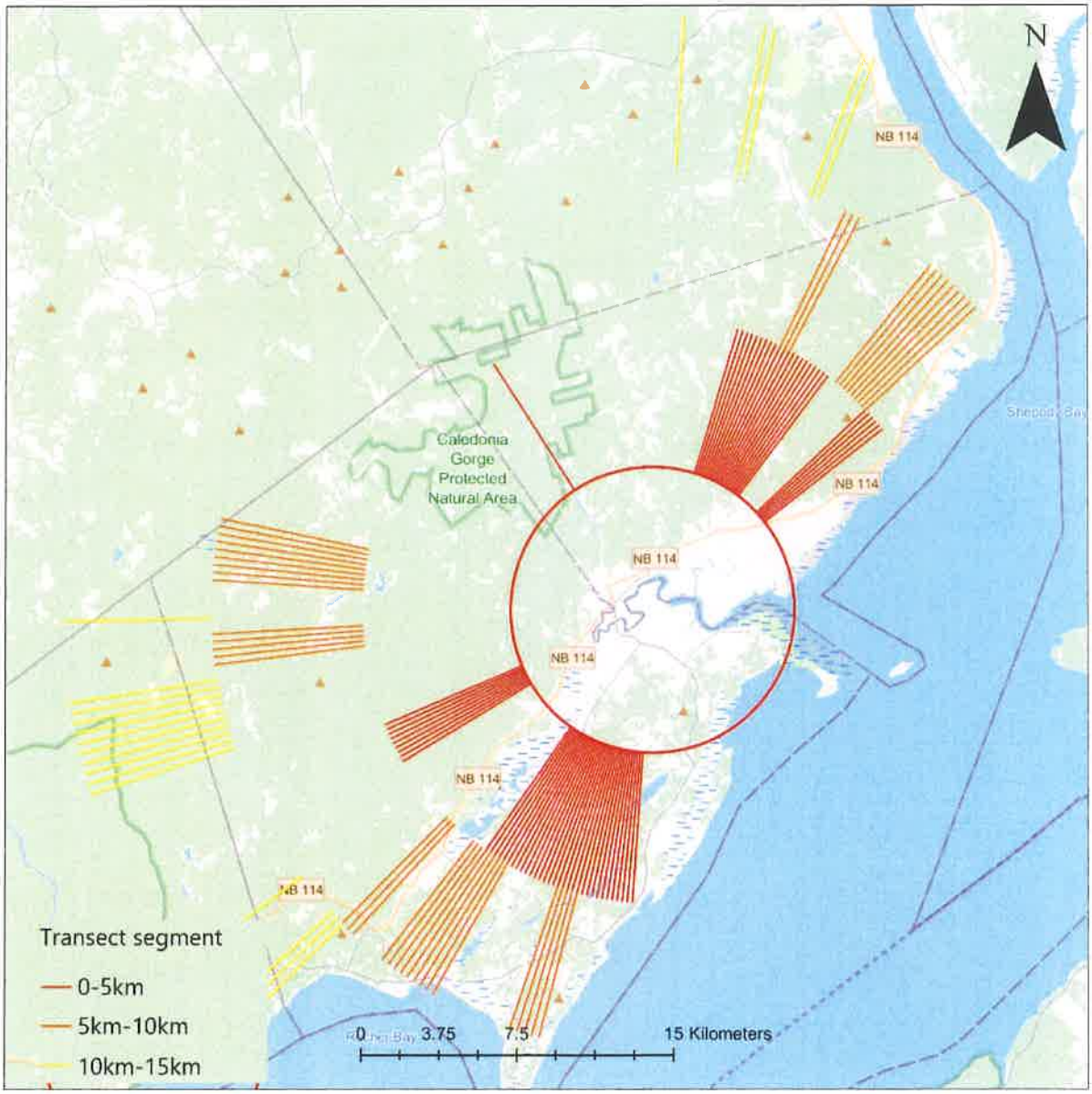


Figure 23. Directional vulnerability map for Riverside Albert

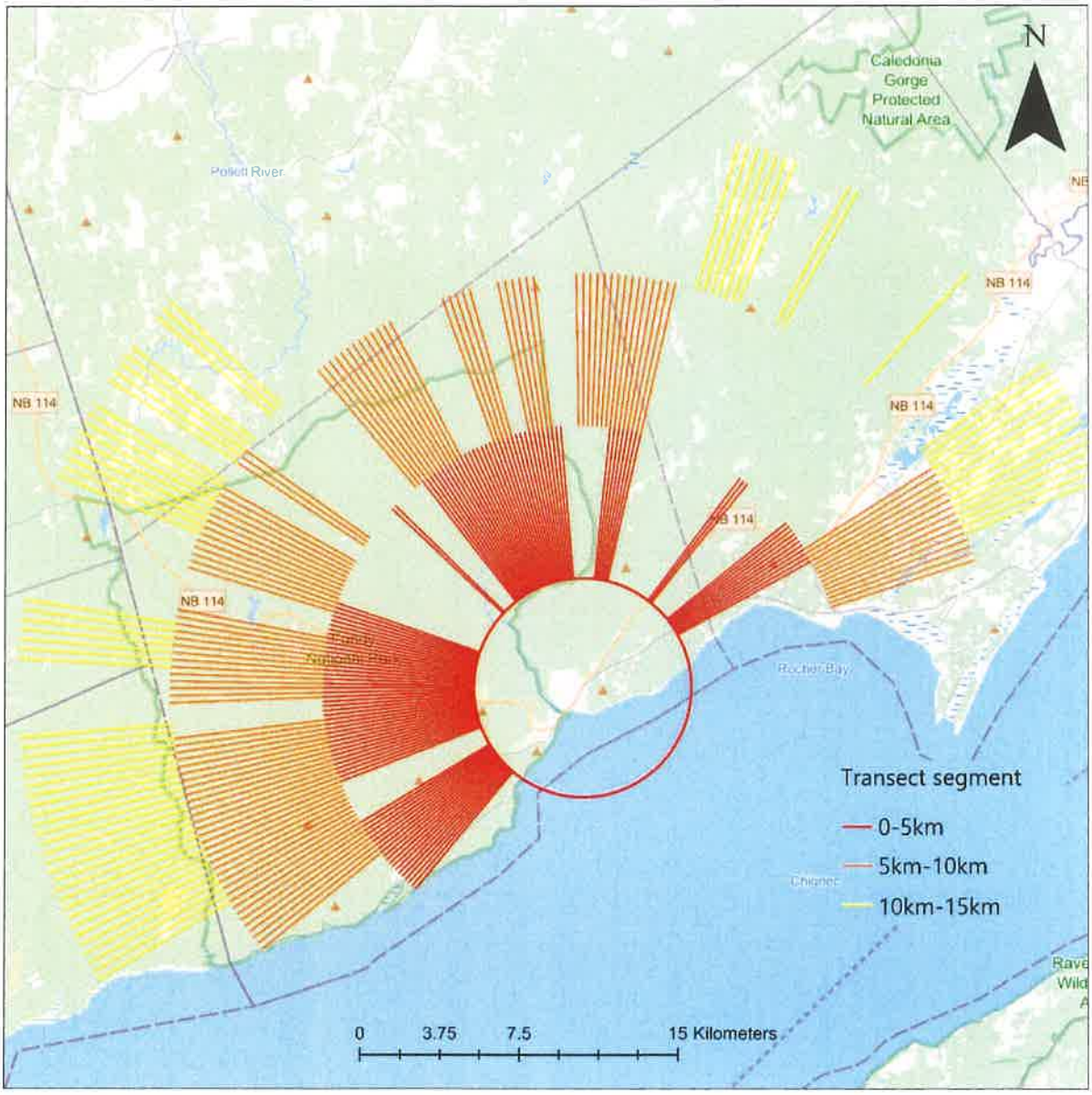


Figure 24. Directional vulnerability map for Alma

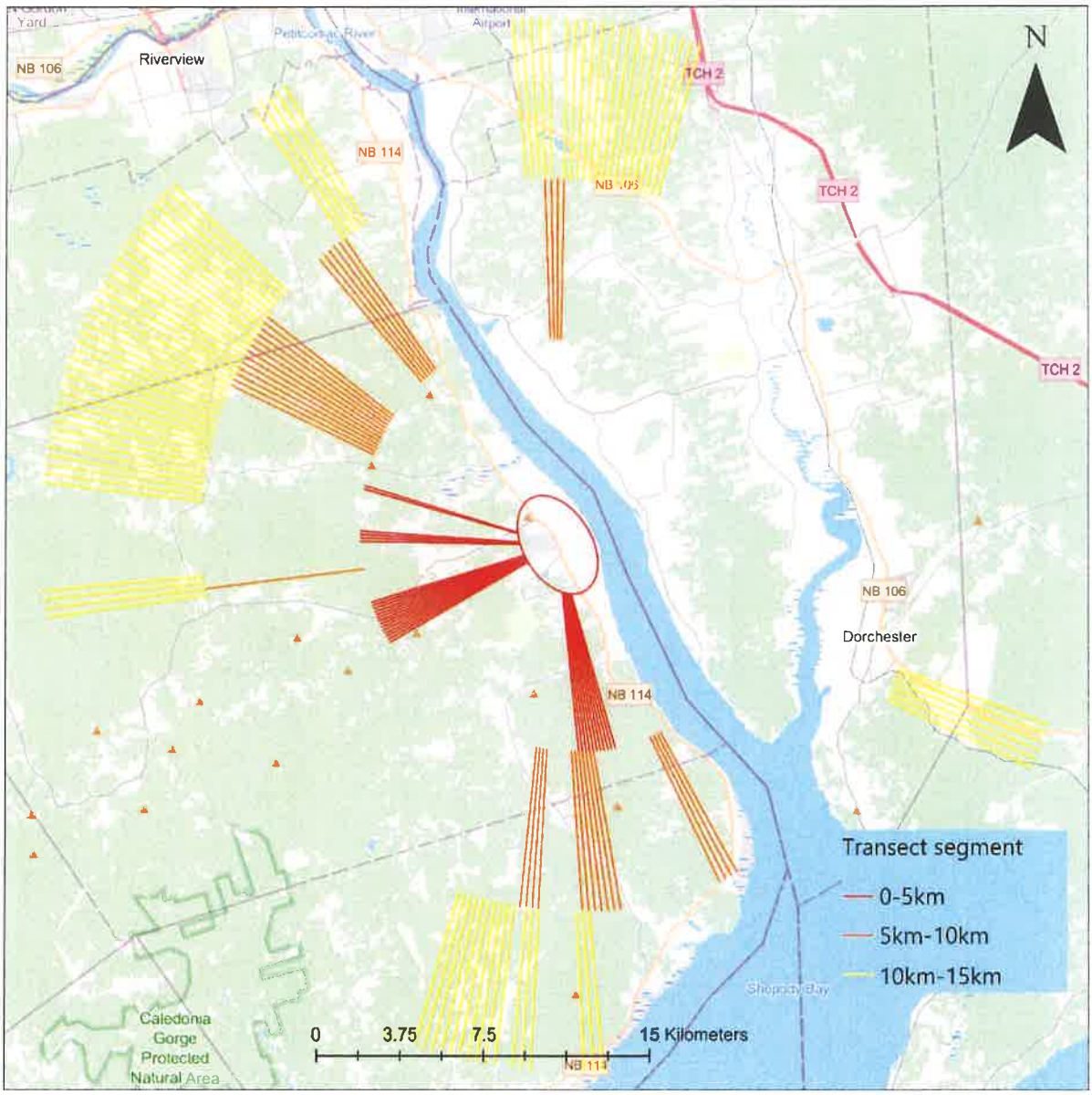


Figure 25. Directional vulnerability map for Hillsborough

Fire Exposure and Building Exposure Load calculation for hazardous fuel units

Despite calculating fire exposure as a standalone product that shows the connectivity and presence of the hazard fuel (earlier sections), FE was calculated at the scale of individual hazardous fuel units. Each 0.1-hectare hexagon within the community AOI was assigned a specific FE value. Given the range of exposure values among these units, a clustering approach was applied to identify patches where hazardous fuels are most densely distributed and spatially connected, particularly within and around VAR clusters. This supports more refined targeting of fuel management strategies.

In addition to FE, we calculated the Building Exposure Load (BEL) for each hazardous fuel unit. BEL represents the total number of building footprints located within a 500-meter radius of a given fuel unit. This spatial metric

quantifies the potential number of structures that could be exposed to ember attack if wildfire reaches that location as is explained by Karimi et al. (2024).[12]

The combination of FE and BEL provides a more comprehensive understanding of wildfire–asset interactions. While FE characterizes the flammable fuel context surrounding each unit, BEL captures the relative structural proximity and density around it. Used together, these indicators highlight fuel units that are not only well-connected within the fuel network but also closely situated to values at risk, informing prioritization of mitigation treatments to protect communities.

To facilitate targeted queries and prioritization of hazardous fuel units, we reclassified both Building Exposure Load (BEL) and Fire Exposure (FE) into five (5) equal-interval classes. This approach transforms continuous values into discrete categories, enabling straightforward filtering and analysis of high-risk combinations.

BEL Reclassification: For Fundy Albert, BEL values ranged from 1 to 380 (maximum). These were divided into five (5) equal-interval classes based on the range:

- Class 1: 1–75
- Class 2: 76–150
- Class 3: 151–225
- Class 4: 226–300
- Class 5: 301–380

Higher classes indicate greater proximity and density of building footprints within a 500-meter radius, reflecting increased potential for ember attack on structures.

FE Reclassification: FE values ranged from 0 to 1 and were similarly divided into five (5) equal-interval classes:

- Class 1: 0–0.2
- Class 2: 0.2–0.4
- Class 3: 0.4–0.6
- Class 4: 0.6–0.8
- Class 5: 0.8–1.0

Higher classes represent stronger fuel connectivity and abundance, supporting sustained fire spread and ember transmission.

The purpose of this classification was to run queries identifying fuel units that meet specific risk thresholds. Fuel units where both FE and BEL classes are ≥3 (i.e., "high" or higher) satisfy dual criteria: (1) high fuel connectivity and abundance (capable of sustaining ember fire transmission) and (2) adjacency to a relatively high number of footprints (posing greater offensive risk to neighbourhoods if ignited). This combination provides a balanced view of wildfire-asset interactions, prioritizing units that are both flammable and near vulnerable infrastructure.

In contrast:

High FE classes alone indicate abundant hazardous fuels but may not reflect nearby footprints, potentially overlooking populated areas without sufficient fuel risk. High BEL classes alone indicate proximity to many footprints but may occur in areas lacking hazardous fuels, underestimating fire transmission potential in less vegetated zones.

[12] Karimi, N., Mahler, P., & Beverly, J. L. (2024). Optimizing fuel treatments for community wildfire mitigation planning. *Journal of Environmental Management*, *370*, 122325. https://doi.org/10.1016/j.jenvman.2024.122325

To illustrate, the matrix below shows all possible combinations of BEL and FE classes. Cells where both classes are ≥3 are highlighted (e.g., in bold or shaded in your report), representing the prioritized "high-risk" fuel units for mitigation. This query can be implemented in GIS software and thresholds can be changed. However, to only show some critical areas in this study, we focused on FE classes and BEL classes greater and equal to 3, as highlighted in red in Table 5.

Table 5. FE and BEL classes, their interpretations together, and highlighted classes that were targeted in this study

BEL CLASS	FE CLASS 1 (LOW FUEL PRESENCE AND CONNECTIVITY)	FE CLASS 2 (LOW-MODERATE FUEL PRESENCE AND CONNECTIVITY)	FE CLASS 3 (MODERATE FUEL PRESENCE AND CONNECTIVITY)	FE CLASS 4 (MODERATE-HIGH FUEL PRESENCE AND CONNECTIVITY)	FE CLASS 5 (HIGH FUEL PRESENCE AND CONNECTIVITY)
1 (LOW FOOTPRINT DENSITY)	Low density, low presence/connectivity	Low density, low-moderate presence/connectivity	Low density, moderate presence/connectivity	Low density, moderate-high presence/connectivity	Low density, high presence/connectivity
2 (LOW-MODERATE FOOTPRINT DENSITY)	Low-moderate density, low presence/connectivity	Low-moderate density, low-moderate presence/connectivity	Low-moderate density, moderate presence/connectivity	Low-moderate density, moderate-high presence/connectivity	Low-moderate density, high presence/connectivity
3 (MODERATE FOOTPRINT DENSITY)	Moderate density, low presence/connectivity	Moderate density, low-moderate presence/connectivity	Moderate density, moderate presence/connectivity	Moderate density, moderate-high presence/connectivity	Moderate density, high presence/connectivity
4 (MODERATE-HIGH FOOTPRINT DENSITY)	Moderate-high density, low presence/connectivity	Moderate-high density, low-moderate presence/connectivity	Moderate-high density, moderate presence/connectivity	Moderate-high density, moderate-high presence/connectivity	Moderate-high density, high presence/connectivity
5 (HIGH FOOTPRINT DENSITY)	High density, low presence/connectivity	High density, low-moderate presence/connectivity	High density, moderate presence/connectivity	High density, moderate-high presence/connectivity	High density, high presence/connectivity

The map, Figure 26, illustrates the spatial distribution of Building Exposure Load (BEL) and hazardous fuel units within and around the study area. BEL is shown using a saturated color ramp (light to dark red), with darker tones indicating higher building footprint density.

Highlighted in blue are the hazardous fuel units that have been specifically classified as high priority, defined here as units where both FE and BEL classes are greater than or equal to 3, as is indicated in Table 5.

2.4.4 Building Exposure Load

Building Exposure

Building Exposure Load (BEL) was calculated for each long-range hazardous fuel unit (not including grass fuel-types). BEL represents the total number of building footprints located within a 500-metre radius of a given fuel unit. This spatial metric quantifies the potential number of structures that could be exposed to ember attack if wildfire reaches that location (Karimi et al. 2024).[13]

[13] Karimi, N., Mahler, P., & Beverly, J. L. (2024). Optimizing fuel treatments for community wildfire mitigation planning. *Journal of Environmental Management*, *370*, 122325. https://doi.org/10.1016/j.jenvman.2024.122325

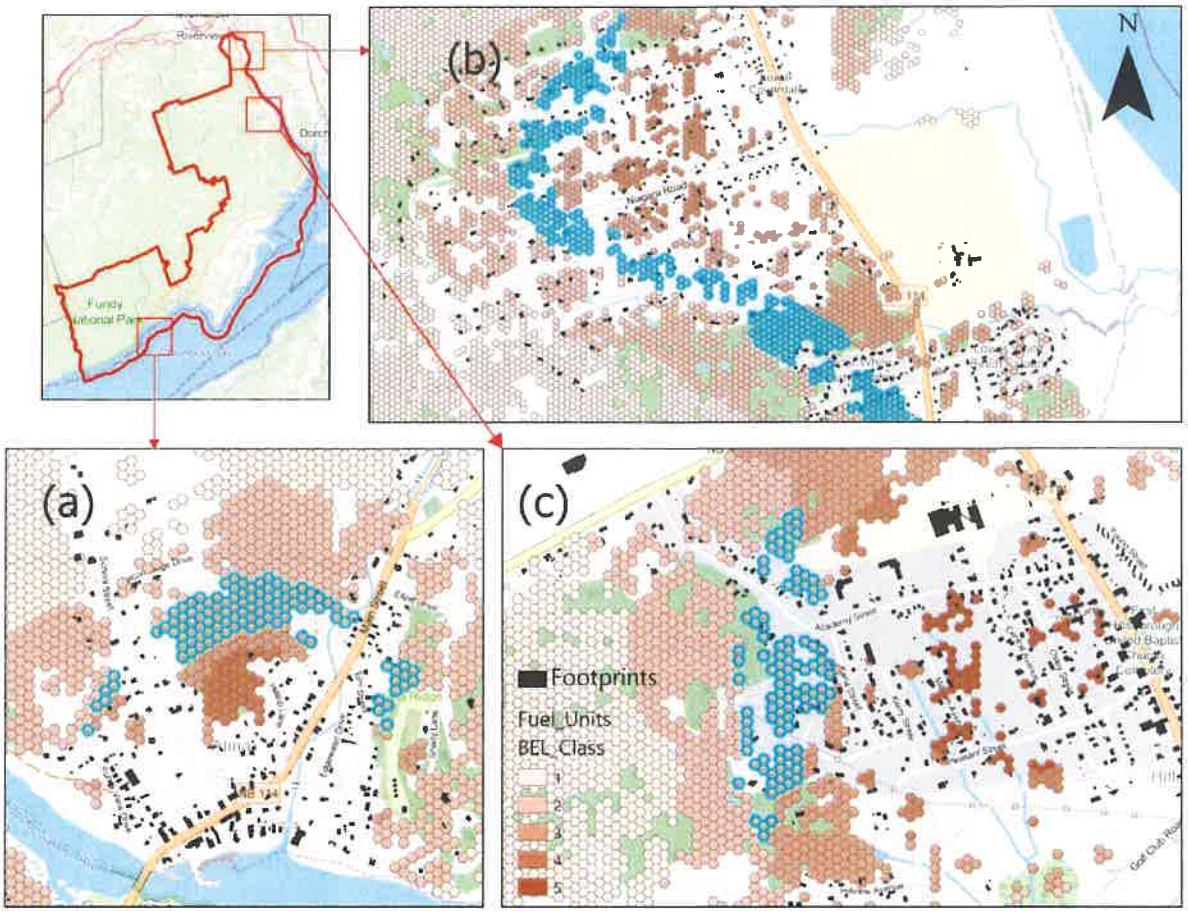


Figure 26. Hazardous fuel units in Fundy Albert, focusing on units with Fire Exposure (FE) and Building Exposure Load (BEL) classes greater than or equal to 3, highlighted with blue boundaries.

3.0 Fundy Albert: FireSmart Recommendations

The wildfire hazard and risk assessment has strategically informed recommendations for Fundy Albert to implement the FireSmart system, which is a comprehensive framework built on seven interconnected disciplines that work together to enhance collaboration and coordination, educate and empower the whole of society, reduce wildfire risk, and improve wildfire response. By integrating principles of interagency cooperation, education, vegetation management, legislation, development, cross-training, and emergency planning, the FireSmart system brings people, practices, and policies together to strengthen community wildfire resilience.

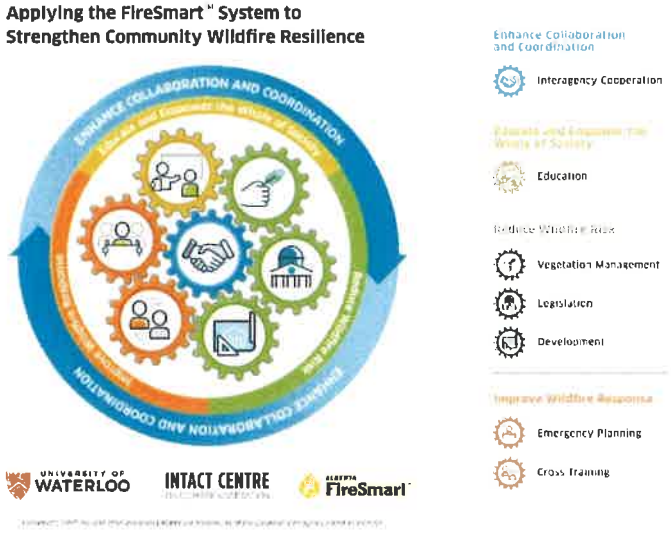


Figure 27. Applying the FireSmart System to Strengthen Community Wildfire Resilience Graphic

These recommendations are ranked according to their relative importance, urgency, and potential to reduce wildfire risk. Each action is assigned a priority level of Very High, High, Moderate, or Low/Ongoing, based on factors such as fire exposure, values-at-risk, building exposure load, and feasibility of implementation. This ranking is intended to help Fundy Albert, its partners, and stakeholders focus resources and efforts where they will have the greatest impact on reducing risk and strengthening community resilience.

Very High Priority recommendations are actions that are critical and have the greatest importance. These items should be addressed first in the Fundy Albert CWRP Implementation Plan and responsibility assigned to a member of the FireSmart committee.

High Priority recommendations are important and should be completed soon after the Very High recommendations outlined in this strategy. While not immediately critical, they contribute strongly to overall community wildfire resilience and should be scheduled in the near term.

Moderate Priority recommendations are useful or beneficial but not time sensitive. These actions can be completed once higher-priority items are underway or finished, as resources allow.

Low Priority and Ongoing recommendations have minimal impact on immediate goals or outcomes and are typically long-term or nice-to-have items that can be revisited as time and resources permit.

3.1 ENHANCE COLLABORATION AND COORDINATION

3.1.1 Interagency Cooperation

Definition:

- Coordinated community action means FireSmart is a shared responsibility. Preparedness requires the collaboration of each group, agency, and organization (i.e., Fire Department, Emergency Management, politicians, and residents) that might be affected by wildfire. Strong partnerships and interagency cooperation are essential to an effective community FireSmart program. Through the development of a local community or regional FireSmart committee, communities can coordinate and manage the implementation of their Community Wildfire Resiliency Plan.

Best practice:

- Establish cross-agency FireSmart committees to coordinate the implementation of wildfire mitigation strategies. These committees should assign clear responsibilities, set implementation timelines, and ensure accountability across all relevant departments and disciplines.

Interagency Cooperation Recommendations

Table 6. Interagency cooperation recommendations

Action	Priority	Resources Required	Rationale/Notes
Establish a FireSmart Committee with representatives responsible for each of the seven FireSmart disciplines included in the CWRP.	Very High	FireSmart Committee Terms of Reference (ToR) Participation from various departments within Fundy Albert	Provides a consistent forum for ongoing coordination and continuity.
Hold a minimum of one FireSmart Committee meeting per quarter to review progress, discuss any challenges and barriers, and evaluate timeline.	Very High	FireSmart Committee Meeting Agenda and Tracking Document	Regular FireSmart Committee meetings support ongoing coordination, accountability, and timely decision-making, helping to ensure that wildfire mitigation actions remain on track and responsive to emerging challenges.
After forming the FireSmart Committee, prioritize completing a five-year Fundy Albert CWRP Implementation Plan with clear committee member responsibilities and implementation timelines.	Very High	Five-Year CWRP Implementation Plan	Developing a five-year implementation plan provides clear direction, establishes accountability, and supports coordinated action, ensuring wildfire mitigation efforts are prioritized, resourced, and implemented effectively over time.

Action	Priority	Resources Required	Rationale/Notes
Prepare and deliver an annual FireSmart Committee Progress Report to Committee members, Mayor, Council, and strategic partners.	Very High	CWRP Implementation Annual Progress Report	An annual progress report supports transparency and accountability, keeps leadership and partners informed, and helps guide ongoing decision-making to advance wildfire resilience.

3.2 EDUCATE AND EMPOWER THE WHOLE OF SOCIETY

3.2.1 Education

Definition:

- Learning to live resiliently with wildfire increases public awareness by engaging and educating communities on wildfire risks. Promotes proactive FireSmart activities that homeowners and tenants can undertake to reduce risk on their properties and enhance overall community resilience.

Best practice:

- Train staff, homeowners, and tenants in FireSmart programs, distribute approved educational resources, and provide financial incentives to support home and community wildfire resilience.

Education Recommendations

Table 7. Education recommendations

Action	Priority	Resources Required	Rationale/Notes
Publish the 2026 Fundy Albert CWRP on the municipal website and provide regular progress updates to keep community members informed and engaged.	Very High	Fundy Albert Marketing and Communications team support	Publishing the plan and providing regular updates supports transparency, builds public awareness, and encourages community participation, helping to strengthen shared responsibility for reducing wildfire risk.
Host community open houses to present the CWRP and provide a transparent forum for questions, discussion and feedback.	Very High	Fundy Albert Marketing and Communications team support	Facilitating community open houses promotes transparency, supports two-way communication, and strengthens public trust, enabling Fundy Albert to engage residents and partners in advancing wildfire resilience objectives.
Have interested and available firefighters and municipal staff	Very High	Capacity Access to Level 1 – FireSmart	Builds foundational knowledge and ensures consistent

Action	Priority	Resources Required	Rationale/Notes
complete the Level 1 – FireSmart Ambassador course.		Ambassador training: https://firesmartcanada.ca/program-support/	messaging.
Reach out to FireSmart New Brunswick to request Level 2 – Neighbourhood Recognition Program Specialist and Level 3 – Home Ignition Zone Specialist training for firefighters.	Very High	Capacity Access to Level 2 and 3 courses in New Brunswick https://firesmartcanada.ca/program-support/	Enables neighbourhood-scale and home ignition zone scale engagement.
Strengthen relationships with homeowners and businesses in Lower Coverdale, Riverside Albert, Alma and Hillsborough identified as having the highest Building Exposure Load (BEL) and Fire Exposure (FE), and prioritize promotion of the FireSmart Canada Advanced Home Assessment Program and the FireSmart Canada Neighbourhood Recognition Program areas.	Very High	Fundy Albert Marketing and Communications team support	Focusing engagement efforts in high exposure areas supports targeted risk reduction, builds relationships with those most at risk, and encourages uptake of FireSmart programs to reduce the potential for wildfire impacts on homes and neighbourhoods.
Prioritize the promotion of Wildfire Community Preparedness Day in Lower Coverdale, Riverside Albert, Alma and Hillsborough with the highest BEL and FE, identify residents interested in leading local applications and encourage hosting a Neighbourhood Champion Workshop and community barbecue to support participation and engagement.	Very High	FireSmartCanada.ca website **Wildfire Community Preparedness Day** applications open each year on November 1 on the FireSmartCanada.ca website	Focusing **Wildfire Community Preparedness Day** efforts in high exposure areas supports targeted engagement, empowers local champions, and encourages community-led action to reduce wildfire risk and strengthen neighbourhood resilience.
Integrate FireSmart concepts into existing community-led events, such as farmers' markets, country fairs, and Canada Day celebrations. Source funding to offer prize draws for Advanced Home Assessment signups in Lower Coverdale, Riverside Albert, Alma and Hillsborough with the highest BEL and FE.	Very High	Apply for funding through the Intact Municipal Climate Resiliency Grant and/or Wawanesa Insurance Community Wildfire Prevention Grants to support the purchase of prizes to incentivize Advanced Home Assessment signups in Lower Coverdale, Riverside Albert, Alma and Hillsborough	Integrating FireSmart into existing community events increases visibility, reaches a broader audience, and creates accessible opportunities for engagement, while incentives help encourage participation in programs that reduce wildfire risk.

Action	Priority	Resources Required	Rationale/Notes
Conduct annual community surveys to evaluate awareness, preparedness and participation in FireSmart activities, communicate the results back to community members and use the data to measure progress and guide continuous improvement over time.	High	Fundy Albert Marketing and Communications team support	Regular community surveys provide valuable insight into awareness, preparedness, and participation, helping to measure progress, inform decision-making, and support continuous improvement of wildfire resilience efforts.
Prepare Fundy Albert FireSmart Marketing and Communications Plan and source advertising (print, mailouts, radio, web, social media, etc.) dollars.	High	Fundy Albert Marketing and Communications team support	A coordinated marketing and communications plan ensures consistent messaging, expands outreach, and supports increased awareness and participation, while dedicated funding enables effective delivery across multiple channels.
Organize and promote community chipping days or yard waste drop off events. Prioritize events in Lower Coverdale, Riverside Albert, Alma and Hillsborough.	High	Fundy Albert Marketing and Communications team support	Providing accessible vegetation disposal options, with a focus on high Building Exposure Load and Fire Exposure areas, enables Fundy Albert to support targeted fuel reduction, encourage resident participation, and reduce community-wide wildfire risk.
Partner with local nurseries to promote FireSmart landscaping and fire-resistant plant, shrubs, trees, and ground cover.	High	FireSmart plant and tree tags from FireSmart New Brunswick Request design files for updated FireSmart Guide to Landscaping from FireSmart Canada and adapt for use in Fundy Albert	Partnering with local nurseries supports consistent messaging and increases access to FireSmart landscaping options, helping residents make informed choices that reduce vegetation-related wildfire risk around homes.
Prioritize FireSmart school education presentations at schools located throughout Fundy Albert.	High	FireSmart Canada school education programming support Firefighter capacity to deliver school education programming	Delivering FireSmart education in schools builds awareness at an early age, supports long-term behaviour change, and helps foster a culture of shared responsibility for wildfire resilience within the community.

3.3 REDUCE WILDFIRE RISK

3.3.1 Development

Definition:

- Incorporates best practices in wildfire mitigation and resilience into municipal development, including structural and infrastructure planning. It also informs architectural and engineering guidelines and standards, to limit home ignition and spread, and to guide the provision of emergency services during a wildfire (for example, access and egress routes, sufficient water for firefighting, etc.).

Best practice:

- Integrate wildfire resilience into municipal development standards to guide structural design, land use decisions, and emergency service provision.

Development Recommendations

Table 8. Development recommendations

Action	Priority	Resources Required	Rationale/Notes
Define criteria for a Wildfire Risk Zone.	Very High	Staff time Wildfire risk mapping inputs FireSmart BC Wildfire Development Permit Areas Guidelines	Establishes clear, defensible triggers (e.g., vegetation, slope, access) to support consistent application across the region.
Incorporate a Wildfire Risk Zone into the community plan framework.	High	Staff time Plan amendment process FireSmart BC Wildfire Development Permit Areas Guidelines	Leverages existing hazard-zone structure (ER, SLR) and normalizes wildfire as a land-use consideration.
Strengthen subdivision standards to require secondary access/egress.	High	Staff time Subdivision bylaw review	Reduces long-term evacuation and response constraints associated with single-access designs.
Develop guidance for wildfire-related development considerations within the zone.	High	Staff time FireSmart reference materials FireSmart BC Wildfire Development Permit Areas Guidelines	Clarifies expectations for applicants without prohibiting development.
Update servicing policies to reference fire-flow requirements in serviced areas.	Moderate	Staff time Coordination with utilities	Ensures water servicing supports fire protection needs in new development areas.

Action	Priority	Resources Required	Rationale/Notes
Enable alternative water-supply options in unserviced areas.	Moderate	Staff time Technical input on cisterns/tanks	Provides practical fire-protection options where municipal water is unavailable.
Align wildfire development considerations across amalgamated plans.	Moderate	Staff time	Supports regional consistency and reduces variability between former municipal frameworks.
Communicate new wildfire development expectations to applicants.	Moderate	Staff time Updated guidance materials	Improves transparency and reduces delays or redesign later in the process.

3.3.2 Legislation

Definition:

- Planning communities with wildfire in mind encompasses bylaws, plans and policies that integrate wildfire mitigation measures into municipal planning and development, aiming to increase the resilience of communities in the wildland-urban interface from wildfire impacts.

Best practice:

- Incorporate wildfire mitigation measures into municipal bylaws, official plans, and development policies to strengthen resilience in the wildland-urban interface.

Legislation Recommendations

Table 9. Legislation recommendations

Action	Priority	Resources Required	Rationale/Notes
Review subdivision and rural plan bylaws for wildfire-relevant provisions	Very High	Planning department staff time	Identifies where existing standards already influence wildfire exposure and where encouraging language can be added with minimal effort.
Incorporate a Wildfire Risk Zone into the community plan framework.	High	Staff time Briefing materials	Ensures alignment and reduces risk of misinterpretation as a regulatory change.
Draft encouraging FireSmart policy language for bylaws and plans.	High	Staff time FireSmart reference materials	Clarifies expectations for applicants without prohibiting development.

3.3.3 Vegetation Management

Definition:

- Vegetation Management: involves the removal, reduction, and conversion of hazardous fuels around a community, making it the most costly and visible of all FireSmart disciplines. To ensure its effectiveness, extensive planning and consultation should be conducted before undertaking these projects at both the community and landscape scales.

Best practice:

- Implement vegetation management strategies that reduce hazardous fuels through selective removal, reduction, or conversion of flammable vegetation.

Vegetation Management Recommendations

Part of the process of developing this CWRP involves on-the-ground verification and assessment of local vegetation types and the inherent wildfire threat of forested areas within the community.

Wildfire threat is assessed using the Fuel Assessment and Priority Setting Wildfire Threat Assessment (WTA) worksheets developed by BC Wildfire Service[14].

1. **Fuel Assessment:** the fuel assessment worksheet assesses each fuel stratum — surface, ladder, and crown — to determine the fuel type's potential ability to sustain, spread, and/or intensify a wildfire. The assessment considers fuel arrangement, load, and availability.
2. **Priority Setting:** the Priority setting worksheet assesses the non-fuel components — values, topography, weather — that influence the importance of a fuel treatment to reduce wildfire threat. The assessment considers the location and orientation of a treatment in consideration of values, accessibility, anchorability, and potential spread patterns.

Both the Fuel Assessment and Priority Setting worksheets generate scores that are used comparatively to support fuel treatment unit (FTU) prioritization. A total of 60 WTAs were completed on municipal and Crown land within Fundy Albert. Table 10 outlines the FTUs located throughout the community, including priority level, land ownership, treatment objectives, and supporting rationale. Figures 23 to 27 provide the corresponding maps for each fuel treatment unit identified in Table 10.

[14] https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/wildfire-status/prevention/fire-fuel-management/fuels-management/2020-wildfire-threat-assesment-guide-final.pdf

Table 10. Vegetation management recommendations

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
A1	Alma_sp_1	High	26.22	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines, areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	C-2 fuel type with a wildfire threat rating of 67/100 (??-WTA-67). It is a closed canopy, spruce dominant stand (overstorey density 601-900 sph; understorey 1201-1500 sph). Ladder fuel continuity is scattered (10-25% coverage), crown base height is moderate, surface fuel loading is low.	This FTU's purpose is to protect Alma by creating a landscape-scale shaded fuel break on the eastern slope of the Upper Salmon River. This is the only large area between Alma and Fundy National Park where fuels are sufficient to produce embers capable of spotting over the river. The boundary anchors into the Upper Salmon River to its west, and a deciduous stand to its northeast. The FTU is accessed by Fundy View Dr. from the south and additional service roads near the centre. Access from the closest road to its eastern boundary may be difficult due to long distances. Proposed treatment activities include danger tree removal, understorey thinning, pruning of retained conifer trees, and surface fuel clean-up.	Refinements to FTU shape expected based on operable terrain, distances from roads, and fuel types.	45.6061242 N 64.9524100 W
H1	Hills-TN-10	High	32.75	Municipal	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	C-2 fuel type with a wildfire threat rating of 64/100 (TN-WTA-64). It is a closed canopy, mature spruce and balsam fir stand (overstorey density 601-900 sph; understorey 501-900 sph). Ladder fuel continuity is scattered (10-25% coverage), crown base height is low, surface fuel loading is moderate.	This FTU's purpose is to create a long linear defendable feature south of Hillsborough, Surrey, and Edgetts Landing. This is part of a large landscape-level fuel break south of Hillsborough encompassing H1, H2, H4, H5, H8, and H10. This FTU increases response operation efficacy of Beaumont Road and creates a viable staging area to protect the Hillsborough area from south-approaching wildfire. The FTU is fully accessible from Beaumont Rd. Treatments may include danger tree removal, understorey thinning, pruning of retained conifer trees, and surface fuel cleanup. Beaumont Rd, being of high tactical value to Hillsborough, would benefit from roadside canopy "daylighting", where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height.	This FTU is high priority because of the high tactical value it can lend firefighters in the event of a wildfire approaching Hillsborough. Refinements to FTU shape expected based on operability, terrain, distances from roads, and fuel types.	45.8972181 N 64.6256714 W
H2	Hills-TN-4	High	5.71	Municipal	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	C-2 fuel type with a wildfire threat rating of 69/100 (TN-WTA-69). It is a closed canopy, mature spruce and balsam fir stand (overstorey density 601-900 sph; understorey 501-900 sph). Ladder fuel continuity is scattered (10-25% coverage), crown base height is low, surface fuel loading is	This FTU's purpose is to create a long linear defendable feature south of Hillsborough, Surrey, and Edgetts Landing. This is part of a large landscape-level fuel break south of Hillsborough encompassing H1, H2, H4, H5, H8, and H10. This FTU would increase response operation efficacy of Beaumont Road and protect the Hillsborough area from south-approaching wildfire. The FTU is	This FTU is high priority because of the high tactical value it can lend firefighters in the event of a wildfire approaching Hillsborough. Refinements to FTU shape expected based	45.8999379 N 64.6514121 W

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
						moderate	accessible from New Rd and an access road that parallels New Rd to its east. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, this area being of high tactical value to Hillsborough, roadsides would benefit from canopy "daylighting", where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height. This further strengthens the road as a feature for response operations.	on operable terrain, distances from roads and fuel types.	
H6	Hills_H6	High	15.23	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	M1/2 fuel type with a wildfire threat rating of 63/100 (SP-WTA-68). It is a closed canopy, mature spruce and birch stand (overstory density 601-900 sph; understory 1201-1500 sph). Ladder fuel continuity is patchy (40-60% coverage), crown base height is high, surface fuel loading is moderate.	This FTU's purpose is to create a long linear defendable feature south of Hillsborough, Surrey, and Edgetts Landing. This is part of a large landscape-level fuel break south of Hillsborough encompassing H1, H3, H4, H5, H8, and H10. The FTU would increase response operation efficacy of New Road and protect the Hillsborough area from south-approaching wildfire. The FTU is accessible from New Rd. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height.	This FTU is high priority because of the high tactical value it can lend to firefighters in the event of a wildfire approaching Hillsborough. Refinements to FTU shape expected based on operable terrain, distances from roads and fuel types.	45.5924452 N 64.5581158 W
H7	Hills-H47	High	21.81	Municipal	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	The fuel type will change across this large FTU. M-1/2 fuel type with a wildfire threat rating of 40/100 (TH-WTA-40). It is a mature hardwood dominating stand with a mix of M-1/2 overstory density 401-600 sph, understory 1201-1500 sph). Ladder fuel continuity is patchy 40-60% coverage), crown base height is high, surface fuel loading is moderate.	This FTU's purpose is to create a long linear defendable feature south of Hillsborough, Surrey, and Edgetts Landing. This is part of a large landscape-level fuel break south of Hillsborough encompassing H1, H3, H4, H5, H6, and H10. This FTU would increase response operation efficacy of an access road that extends off New Road and protect the Hillsborough area from south-approaching wildfire. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height.	Although the WTA point found hardwood in this area, because of its size, it is expected that fuel types will change and that variation will be captured in the fuel management prescription phase. Fuel type changes may refine the FTU shape.	45.5561122 N 64.5703522 W

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
H5	Hill_SPC	High	40.97	Municipal	**Landscape Resilience:** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	M-1/2 fuel type with a wildfire threat rating of 69/100 (SP-WTA-H5). It is a mature mixedwood stand with high fuel loading (overstorey density 801-900 sph, understorey 501-800 sph). Ladder fuel continuity is patchy 40-60% coverage), crown base height is low and surface fuel loading is high.	This FTU's purpose is to create a long linear defendable feature south of Hillsborough, Surrey, and Edgetts Landing. This is part of a large landscape-level fuel break south of Hillsborough encompassing H1, H3, H4, H5, H6, and H10. This FTU would increase response operation efficacy of an access road that extends south from Fairview Ave, connecting to service roads within FTU H6. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height.	Refinements to FTU shape expected with changes in fuel type, access from roads, and operable terrain.	45.9[illegible] N 64.[illegible] W
H10	Hill_SPC	High	5.37	Crown	**Landscape Resilience:** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	M-1/2 fuel type with a wildfire threat rating of 69/100 (SP-WTA-H5). It is a mature mixedwood stand with high fuel loading (overstorey density 801-900 sph, understorey 501-800 sph). Ladder fuel continuity is patchy 40-60% coverage), crown base height is low and surface fuel loading is high.	This FTU's purpose is to create a long linear defendable feature south of Hillsborough, Surrey, and Edgetts Landing. This is part of a large landscape-level fuel break south of Hillsborough encompassing H1, H3, H4, H5, H6, and H10. This FTU would increase response operation efficacy of Fairview Ave. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height.	This FTU is separated from H5 due to land status change. This FTU is on Crown land. H10 is the northern FTU that completes this landscape level fuel break.	45.9[illegible] N 64.[illegible] W
LC1	Hills_JC_1,2,3	High	246.37	Crown	**Landscape Resilience:** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	This FTU is so large that a brief fuel type descriptor will be insufficient to capture its variability. LC1 will feature a large variability in fuel types and stand composition.	This FTU's purpose is to create a long linear defendable fuel break south of Moncton and west of Lower Coverdale. This large fuel break is ~5 km west of Lower Coverdale and ~2 km south of Moncton. However, ambitious fuel breaks of this size are invaluable from a landscape scale due to their tactical advantage in wildfire response. This FTU is the only feasible area within public land to protect the values stated above. Significant wildfire can and will spread these distances in short periods of time. Access to LC1 is by various forest service roads in the area. Some roads may be deactivated, requiring reactivation for treatments. Treatments may include dange	Refinements to FTU shape expected with changes in fuel type, access from roads, and operable terrain.	45.9963590 N 64.7[illegible] W

FORSITE

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
							tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest on either side of the road is completely removed, to a width that is 1.5+ average tree height. Partial harvest of merchantable timber may be prescribed here to reduce the conifer percentage and convert areas within the FTU to a mixedwood stand. At the land manager's discretion, cutblocks of complete harvest may be prescribed in areas where resident species are susceptible to windthrow post harvest.		
A2	Alma_JC_1	Moderate	2.51	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	There was no WTA plot taken at this site; however, the closest relative WTA plot is Alma_JC_1. M-1/2 fuel type with a wildfire threat rating of 64/100 (JC-WTA-64). It is a closed canopy, mixedwood stand of birch, fir and spruce (overstory density 401-600 sph, understory ~1500 sph). Ladder fuel continuity is uniform (>60% coverage), crown base height is low, surface fuel loading is moderate.	This FTU's purpose is to protect Alma by creating a landscape shaded fuel break north of the town. This FTU ties into the same deciduous tree stand that A1 anchors into and bolsters the road it parallels. Treating A1 and A2 would create defendable linear features that surround Alma from the west to northwest. The FTU is accessed by a service road that extends from Sprucie Lane. Proposed treatment activities include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.		[illegible] N [illegible] W
A3	Alma_JC_1	Moderate	7.21	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	There was no WTA plot taken at this site; however, the closest relative WTA plot is Alma_JC_1. M-1-2 fuel type with a wildfire threat rating of 64/100 (JC-WTA-64). It is a closed canopy, mixedwood stand of birch, fir and spruce (overstory density 401-600 sph, understory ~1500 sph). Ladder fuel continuity is uniform (>60% coverage), crown base height is low, surface fuel loading is moderate.	This FTU's purpose is to protect Alma by creating a landscape shaded fuel break north of the town. This FTU ties into fields to its north, east and south. A3 is another link in the chain of linear defendable spaces protecting Alma from the north. If done in tandem with A1 and A2, it will be most effective. The FTU is accessed by the same service road that services A2. Proposed treatment activities include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.		[illegible] N [illegible] W
A4	Alma_JC_1	Moderate	3.02	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct*	M-1/2 fuel type with a wildfire threat rating of 64/100 (JC-WTA-64). It is a closed canopy, mixedwood stand of birch, fir and spruce (overstory density 401-600 sph, understory ~1500 sph). Ladder fuel continuity is	This FTU's purpose is to protect Alma and adjacent structures by creating a landscape-scale shaded fuel break northeast of the town. This FTU anchors into an open gravel pit to its south. This FTU has the dual benefit of reducing threat to homes <100 m from its boundary. The FTU	Refinements to FTU shape expected based on operable terrain, distances from roads and fuel types.	[illegible] N [illegible] W

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
					wildfire away from values.	uniform (>50% coverage), crown base height is low, surface fuel load is moderate.	is accessed by the gravel pit to its south. There may be issues with accessing the far eastern boundary due to long distances from roads. Proposed treatment activities include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Partial harvest of merchantable timber may be prescribed here to reduce the conifer percentage and convert the area to a mixedwood stand.		
A5	Alma5	Moderate	13.38	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	C-4 fuel type with a wildfire threat rating of 67/100 (JC-WTA-[illegible]). It is a closed canopy, spruce dominant stand (overstory density >1100 sph; understory >1500 sph). Ladder fuel continuity is scattered (10-30% coverage), crown base height is low, surface fuel loading is moderate.	This FTU's purpose is to protect Alma and adjacent structures by creating a landscape-shaded fuel break northeast of the town. This FTU anchors into Scenic Dr. and various parking areas to its south. This FTU has the dual benefit of reducing threat to structures <100 m from its boundary. The FTU is accessed by the gravel pit to its south. There may be issues with accessing the far eastern boundary due to long distances from roads. Partial harvest of merchantable timber may be prescribed here to reduce the conifer percentage and convert the area to a mixedwood stand. In areas within 100 m of homes, treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.	Refinements to FTU shape expected based on operable terrain, distances from roads, funding, and fuel types.	[illegible] N [illegible] W
A6	Alma_JC_4	Moderate	31.26	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	This FTU traverses a large area and fuel type will change; M-1/2 fuel type with a wildfire threat rating of 51/100 (JC-WTA-[illegible]). It is a closed canopy, mixedwood stand composed of spruce and birch with patches of aspen (overstorey density 401-800 sph; understory >1500 sph). Ladder fuel continuity is patchy ([illegible] coverage), crown base height is low, surface fuel loading is moderate.	This FTU's purpose is to protect a communication tower and bolster response operation efficacy of Route 114. A fuel break of this size and consistent length is invaluable. A linear feature of this size allows firefighters greater flexibility in responding to a wildfire from the north. Route 114 is a critical evacuation corridor for many residents, and it will protect through-traffic in the event of a wildfire. The FTU is fully accessible from Route 114. The FTU is designed to treat areas within 50 m of the road, and may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest paralleling the road is completely removed, to a width that is 1.5x average tree height.	Refinements to FTU shape expected based on operable terrain, funding, and fuel types. This FTU is moderate priority because it is far from communities.	[illegible] N [illegible] W

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
RA1	RA-1	Moderate	4.92	Municipal	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values*	M-1/2 fuel type with a wildfire threat rating of 51/100 (TN-WTA-51). It is a closed canopy, mature spruce stand with a large component of birch (overstorey density 601-900 sph; understory >1500 sph). Ladder fuel continuity is scattered (10-39% coverage), crown base height is low, surface fuel loading is moderate	This FTU's purpose is to create a shaded fuel break north of Riverside-Albert. Viable areas for FTUs are limited around this community because of little municipal/Crown lands and steep river valleys. This FTU anchors into Crooked Creek Rd. The FTU is fully accessible from Crooked Creek Rd. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.	Viable FTU candidates are limited in Riverside-Albert due to inoperable terrain and private land dominating this community. Refinements to FTU shape may occur due to operable terrain and changing fuel types.	45.7647078 N
RA2	RA-2	Moderate	3.85	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values*	M-1/2 fuel type with a wildfire threat rating of 45/100 (TN-WTA-45). It is a closed canopy, mature mixedwood stand with a heavy regen component present (overstorey density 501-1200 sph; understory 901-1200 sph). Ladder fuel continuity is scattered (10-39% coverage), crown base height is high, surface fuel loading is high.	This FTU's purpose is to create a shaded fuel break north of Riverside-Albert. Treating both RA1 and RA2 will create a long linear feature of defendable space. This FTU anchors into Crooked Creek Rd. The FTU is fully accessible from Crooked Creek Rd. Viability of treating its western boundary may be limited due to steep river valley slopes. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.	Viable FTU candidates are limited in Riverside-Albert due to inoperable terrain and private land dominating this community. Refinements to FTU shape may occur due to operable terrain and changing fuel types.	45.7607003 N
RA3	RA-3	Moderate	1.46	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values*	The closest relatable WTA plot for RA3 is RA-3. M-1/2 fuel type with a wildfire threat rating of 44/100 (TN-WTA-44). It is a closed canopy, mature mixedwood stand composing of spruce and birch (overstorey density 901-1700 sph; understory 801-1200 sph). Ladder fuel continuity is scattered (10-39% coverage) crown base height is moderate surface fuel loading is moderate	This FTU's purpose is to create a shaded fuel break west of Riverside-Albert. Treating RA1, RA2, and RA3 will create defendable features that firefighters can build fireguards to link between. This will result in a large, linear line to defend the community from wildfires approaching from the west. This FTU anchors into Crooked Creek Rd. The FTU is fully accessible from Crooked Creek Rd. Viability of treating its western boundary may be limited due to steep river valley slopes. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.	Refinements to FTU shape may occur due to operable terrain and changing fuel types.	45.7501107 N
A6	Alma-5	Low	21.79	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values*	The closest relatable WTA plot for A6 is Alma-5. C-7 fuel type with a wildfire threat rating of 67/100 (JC-WTA-67). It is a closed canopy, spruce dominant stand (overstorey density >1200 sph; understory >1500 sph). Ladder fuel continuity is scattered (10-39% coverage), crown base	This FTU's purpose is to protect Alma by creating a landscape shaded fuel break east of the town. This FTU anchors into Scenic Dr to its north and the ocean to its south. A6 and A5 create linear, defendable features for fires approaching from the east. The FTU is accessed by the gravel pit to its south. There may be issues with accessing the far eastern boundary due to long distances	The priority of this FTU is low because it is opposite Alma and the prevailing wind (southeasterly), the FTU must be treated. However, spotting can be erratic, and fire should be planned for	45.6143504 N 64.9119943°W

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
						height is low, surface fuel loading is moderate	from roads. Partial harvest of merchantable timber may be prescribed here to reduce the conifer percentage and convert the area to a mixedwood stand. In areas within 100 m of homes, treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup	from every direction.	
A7	Alma_sp3, Alma_JC_2	Low	13.79	Crown	***Community Resilience**: Employ a value-out approach to mitigate the effects of a fire that has entered the community. They mitigate wildfire impacts, supplement the abilities of structure protection resources, and increase suppression triage options*	C-2/C-4 fuel type with a wildfire threat rating of 79/100 (TN-WTA-79). It is a closed canopy, young balsam fir plantation (overstorey density >1200 sph; understory <1500 sph). Ladder fuel continuity is patchy (40-60% coverage). Crown base height is high; surface fuel loading is high	This FTU's purpose is to protect Livingston Outdoor Adventure Camp by surrounding it with a shaded fuel break. This FTU anchors off Livingston Lane and Livingston Lake. The FTU is fully accessible from the camp and Livingston Lane. Partial harvest of merchantable timber may be prescribed here to reduce the conifer percentage and convert the area to a mixedwood stand. In areas within 100 m of structures, treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup	The priority of this FTU is low because FTUs must be triaged. A greater return on investment can be gained by treating FTUs adjacent to a higher density of structures	45 6556031 N 64 9252931 W
A9	Alma_JC_2	Low	15.33	Crown	***Landscape Resilience:** Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values*	C-3 fuel type with a wildfire threat rating of 56/100 (TN-WTA-56). It is a closed canopy, spruce dominant stand with a minor birch component (overstorey density 601-900 sph; understory 801-1200 sph). Ladder fuel continuity is scattered (10-39% coverage), crown base height is moderate, surface fuel loading is low	This FTU's purpose is to bolster Route 915 and create shaded fuel breaks around adjacent homes. It anchors into Route 915. The FTU is fully accessible from Route 915. Prescribed treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.	This FTU is rated low priority due to its isolation from high-density communities. Refinements to FTU shape may occur if land manager wishes to partial harvest more area	45 6340140 N 64 8722116 W
A10	Alma-8,9,10	Low	12.03	Crown	***Landscape Resilience:** Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values*	C-3 fuel type with a wildfire threat rating of 79/100 (TN-WTA-56). It is a closed canopy, fir dominant stand with heavy blowdown (overstorey density >1200 sph; understory 1201-1500 sph). Ladder fuel continuity is patchy (40-60% coverage). Crown base height is moderate, surface fuel loading is extreme	This FTU's purpose is to bolster Route 915 and create shaded fuel breaks around adjacent homes. It anchors into Route 915. The FTU is fully accessible from Route 915. Partial harvest of merchantable timber may be prescribed here to reduce the conifer percentage and convert the FTU to a mixedwood stand. In areas within 50 m of roadways, treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.	This FTU is rated low priority due to its isolation from high-density communities. Refinements to FTU shape may occur if land manager wishes to partial harvest more area	45 6332724 N 64 8543201 W
CE1	Alma_sp6	Low	3.31	Crown	***Community Resilience**: Employ a value-out approach to mitigate the effects of a fire that has entered the*	C-4 fuel type with a wildfire threat rating of 91/100 (TN-WTA-91). It is a closed canopy, extremely dense spruce and balsam fir stand	This FTU's purpose is to bolster Cape Enrage Rd and create shaded fuel breaks around Cape Enrage Infrastructure. It anchors into Cape Enrage Rd. The FTU is	This FTU is rated low priority due to its isolation from high-density communities	45 5962266 N 64 7794434 W

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
					community. They mitigate wildfire impacts, supplement the abilities of structure protection resources, and increase suppression triage options.	(overstorey density >1200 sph; understory >1500 sph). Ladder fuel continuity is uniform (>60% coverage), crown base height is low, surface fuel loading is extreme.	fully accessible from the adjacent road. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.		
NH1	Riverside-Albert_JC_1	Low	15.17	Crown	***Community Resilience:*** *Employ a value-out approach to mitigate the effects of a fire that has entered the community. They mitigate wildfire impacts, supplement the abilities of structure protection resources, and increase suppression triage options.*	C-4 fuel type with a wildfire threat rating of 78/100 (JC-WTA-78). It is a closed canopy, dense spruce and balsam fir stand (overstorey density >1200 sph; understory >1500 sph). Ladder fuel continuity is patchy (40-60% coverage), crown base height is low, surface fuel loading is moderate.	This FTU's purpose is to create a shaded fuel break around New Horton structures. It anchors onto Route 915. The FTU is fully accessible from Route 915 and roads that bound the FTU to its north and south. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Partial harvest of merchantable timber may be prescribed here to reduce the conifer percentage and convert the FTU to a mixedwood stand.	This FTU is rated low priority due to its isolation from high-density communities. Refinements to FTU shape may occur if land manager wishes to partial harvest more area.	45.6670935°N 64.7290065°W
SHE1	Hills_JC_12	Low	3.11	Crown	***Landscape Resilience:*** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	The closest relatable WTA plot for SHE1 is Hills_JC_12. M-1/2 fuel type with a wildfire threat rating of 44/100 (TN-WTA-44). It is a closed canopy, mature spruce stand (overstorey density 601-900 sph; understory >1500 sph). Ladder fuel continuity is patchy (40-60% coverage), crown base height is moderate, surface fuel loading is moderate.	This FTU's purpose is to create a shaded fuel break north of residential homes in the Shepody area. This FTU ties into an opening to its west and anchors into its adjacent access road. The FTU is fully accessible from an access road, although there may be difficulties with crossing through private land. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.	This FTU is low priority because of its isolation from high-density structured areas.	45.7775756°N 64.6442478°W
CM1	Hills_JC_8	Low	10.71	Crown	***Community Resilience:*** *Employ a value-out approach to mitigate the effects of a fire that has entered the community. They mitigate wildfire impacts, supplement the abilities of structure protection resources, and increase suppression triage options.*	C-4 fuel type with a wildfire threat rating of 79/100 (JC-WTA-79). It is a closed canopy, immature spruce plantation (overstorey density >1200 sph; understory 801-1200 sph). Ladder fuel continuity is uniform (>60% coverage), crown base height is low, surface fuel loading is low.	This FTU's purpose is to create defendable space along Caledonia Mountain Rd and protect residential structures within the FTU. This FTU anchors onto Caledonia Mountain Rd. The FTU is fully accessible from the road. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup.	This FTU is low priority because of its isolation from high-density structured areas.	45.8446312°N 64.7734091°W
H2	Hill_SP9	Low	2.14	Crown	***Community Resilience:*** *Employ a value-out approach to mitigate the effects of a fire that has entered the community. They mitigate wildfire impacts, supplement the abilities of structure protection resources, and increase suppression triage*	C-3 fuel type with a wildfire threat rating of 69/100 (SP-WTA-69). It is a closed canopy, mature spruce stand with pockets of high density understory regen (overstorey density 601-900 sph; understory >1500 sph). Ladder fuel continuity is scattered (10-39% coverage), crown base	This FTU's purpose is to protect adjacent residential structures. These homes would be outside of the Hillsborough landscape-level fuel break planned for the area, which could warrant investment into protecting these homes. The FTU is accessible from Albert Mines Rd. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and	This FTU is low priority because of the high-value landscape-level fuel breaks already planned in the area.	45.8857290°N 64.6602312°W

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective	Fuel Type Descriptor	Treatment Rationale	Comments	Lat/Long
					values	height is low, surface fuel loading is moderate	surface fuel cleanup.		
H6	Hills-TN-5	Low	9.25	Municipal	**Landscape Resilience:** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	The closest relatable WTA point for H6 is Hills-TN-5. C-3 fuel type with a wildfire threat rating of 63/100 (TN-WTA-63). It is a mature hardwood dominating stand with a mixed M (overstory density 421-600 sph, understory >1500 sph). Ladder fuel continuity is patchy 40-60% coverage), crown base height is high, surface fuel loading is moderate.	This FTU's purpose is to create a long linear defendable feature southeast of Hillsborough, Surrey, and Edgetts Landing. This FTU would also have the dual purpose of bolstering the of Quarry Rd. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height.	This FTU has low priority because of the significant area planned for treatment already present in the area. This FTU would be a redundancy, further hardening this flank from approaching wildfire.	[illegible]
H7	Hills-TN-5	Low	5.81	Crown	**Landscape Resilience:** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	The closest relatable WTA point for H7 is Hills-TN-5. C-3 fuel type with a wildfire threat rating of 63/100 (TN-WTA-63). It is a mature hardwood dominating stand with a mixed M (overstory density 421-600 sph, understory >1500 sph). Ladder fuel continuity is patchy 40-60% coverage), crown base height is high, surface fuel loading is moderate.	This FTU's purpose is to create a long linear defendable feature southeast of Hillsborough, Surrey, and Edgetts Landing. This FTU would also have the dual purpose of bolstering Quarry Rd as an operational feature. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height.	This FTU has low priority because of the significant area planned for treatment already present in the area. This FTU would be a redundancy, further hardening this flank from approaching wildfire.	[illegible]
H8	Hills-TN-5	Low	9.35	Crown	**Landscape Resilience:** *Identify and bolster potential control lines/areas to facilitate indirect attack in the event of a wildfire. They identify and/or enhance features to keep wildfire out of a community and/or direct wildfire away from values.*	C-3 fuel type with a wildfire threat rating of 63/100 (TN-WTA-63). It is a mature hardwood dominating stand with a mix of M (overstory density 421-600 sph, understory >1500 sph). Ladder fuel continuity is patchy 40-60% coverage), crown base height is high, surface fuel loading is moderate.	This FTU's purpose is to further bolster the landscape fuel break purposed to protect Hillsborough, Surrey, and Edgetts Landing from the south-southwest. This FTU would increase response operation efficacy of Fairview Ave. Treatments may include danger tree removal, understory thinning, pruning of retained conifer trees, and surface fuel cleanup. Where feasible, roadside "daylighting" should be considered, where a strip of forest on either side of the road is completely removed, to a width that is 1.5x average tree height.	This FTU has low priority because of the significant area planned for treatment already present in the area. This FTU would be a redundancy, further hardening this flank from approaching wildfire.	[illegible]

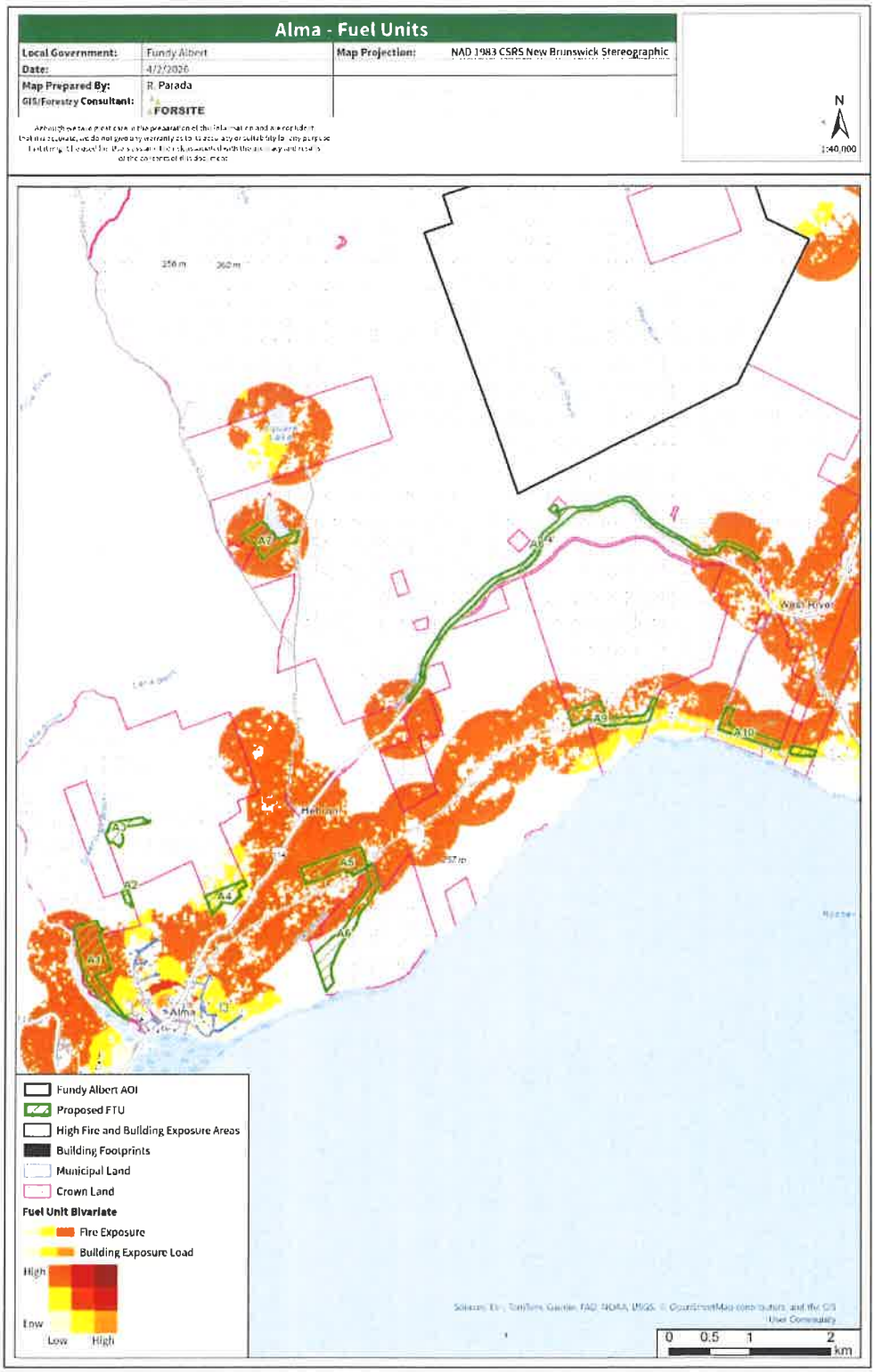


Figure 28. Alma fuel treatment unit map

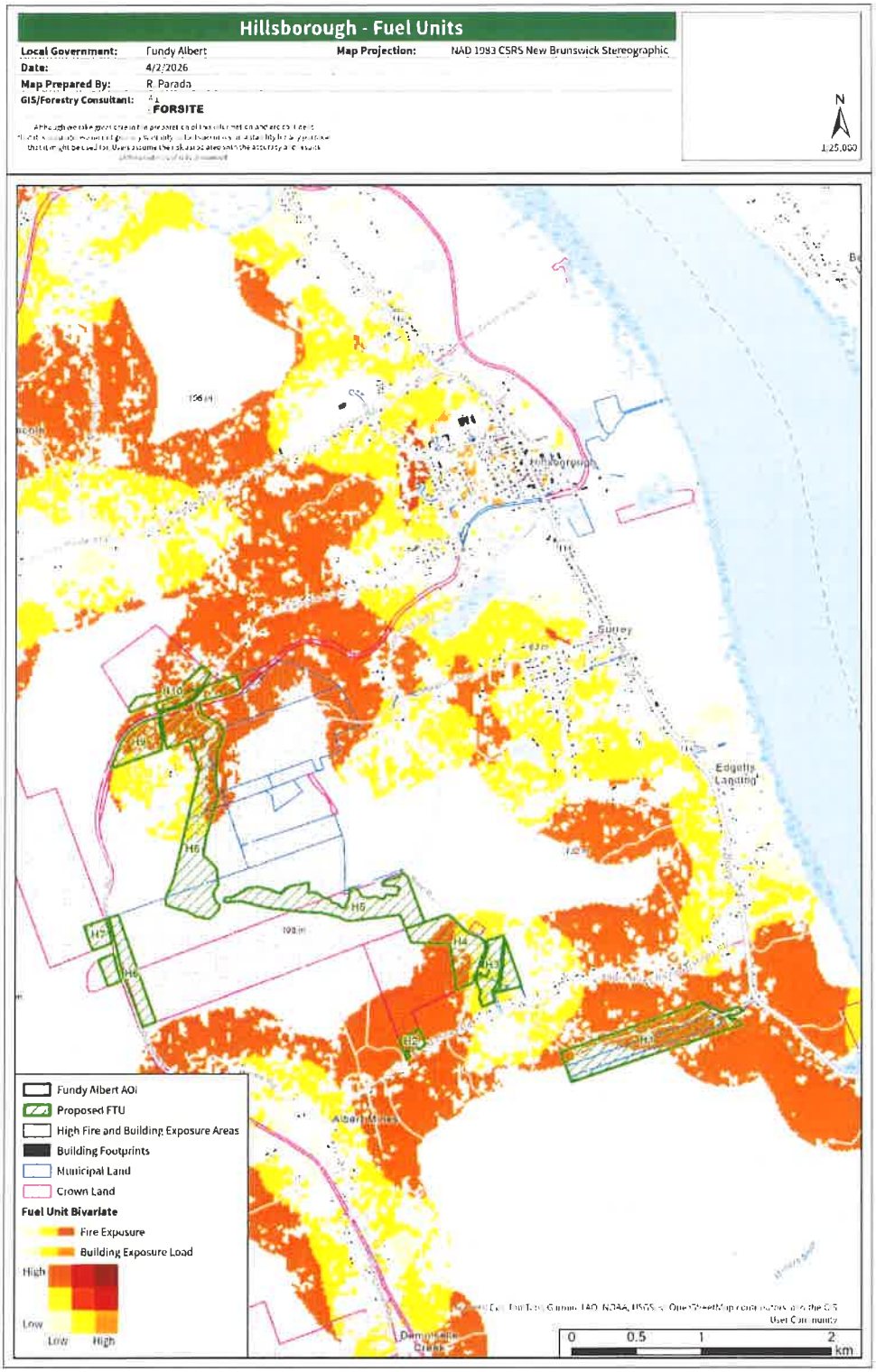


Figure 29. Hillsborough fuel treatment unit map

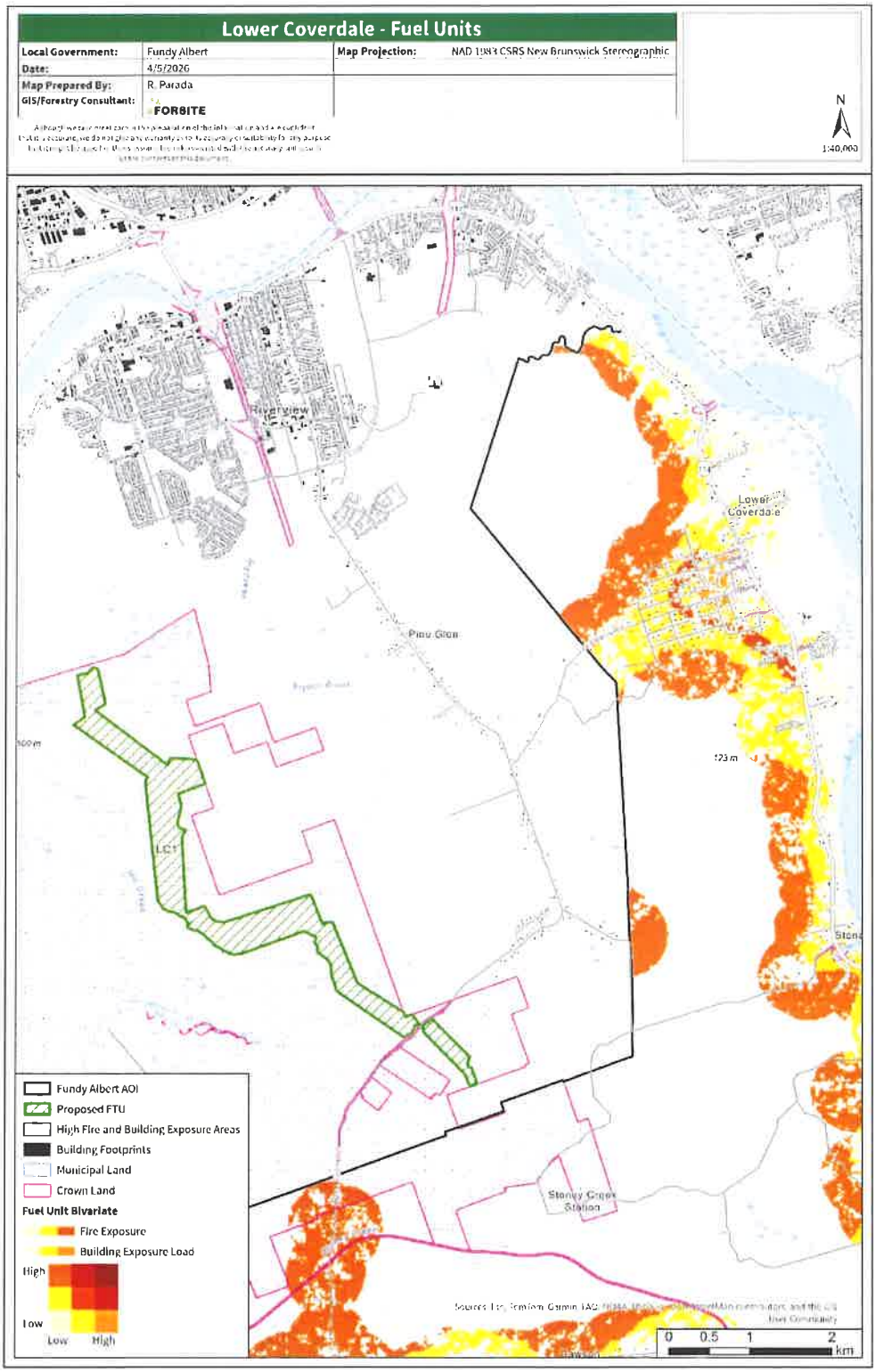


Figure 30. Lower Coverdale fuel treatment unit map

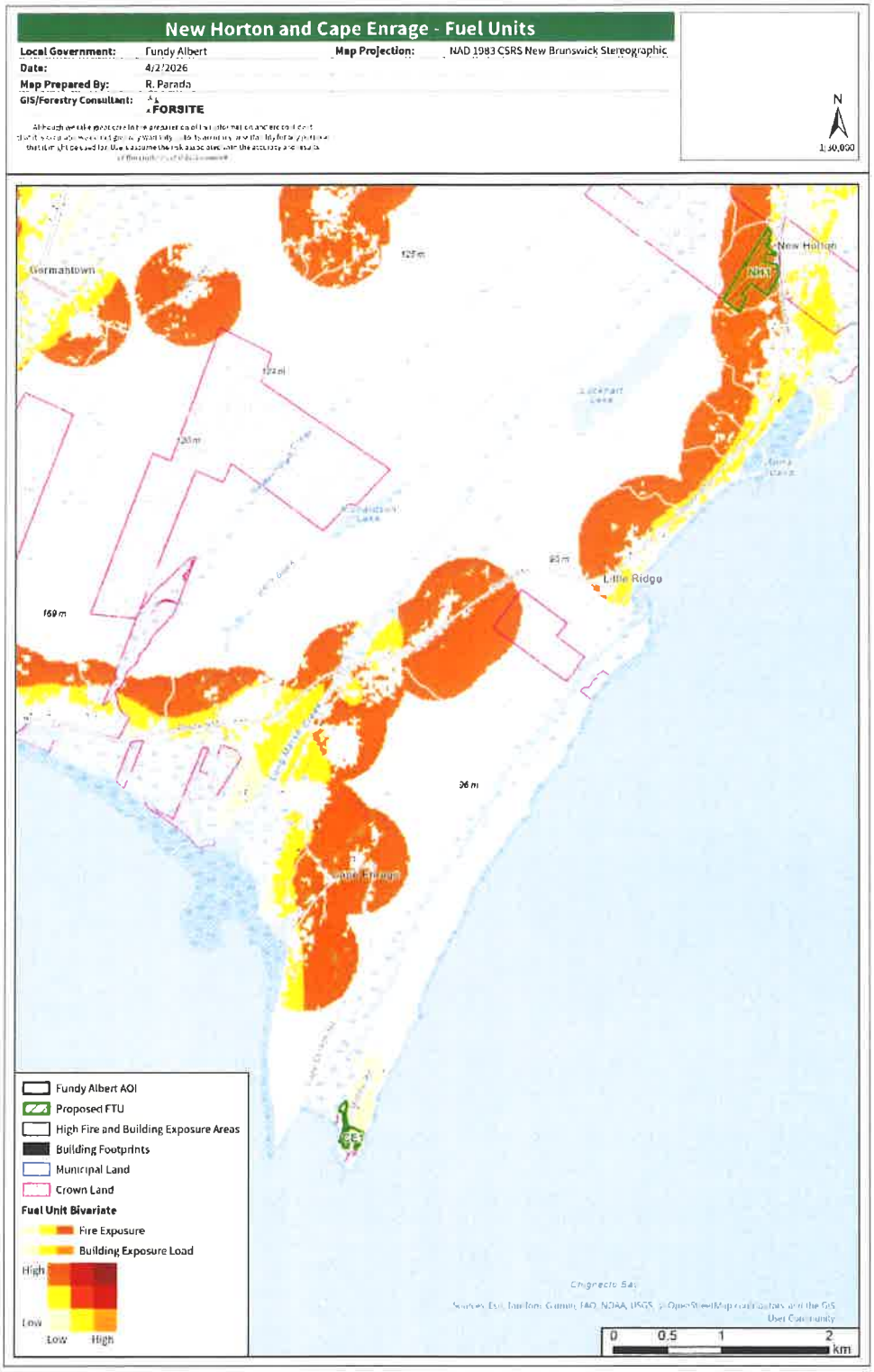


Figure 31. New Horton – Cape Enrage fuel treatment unit map

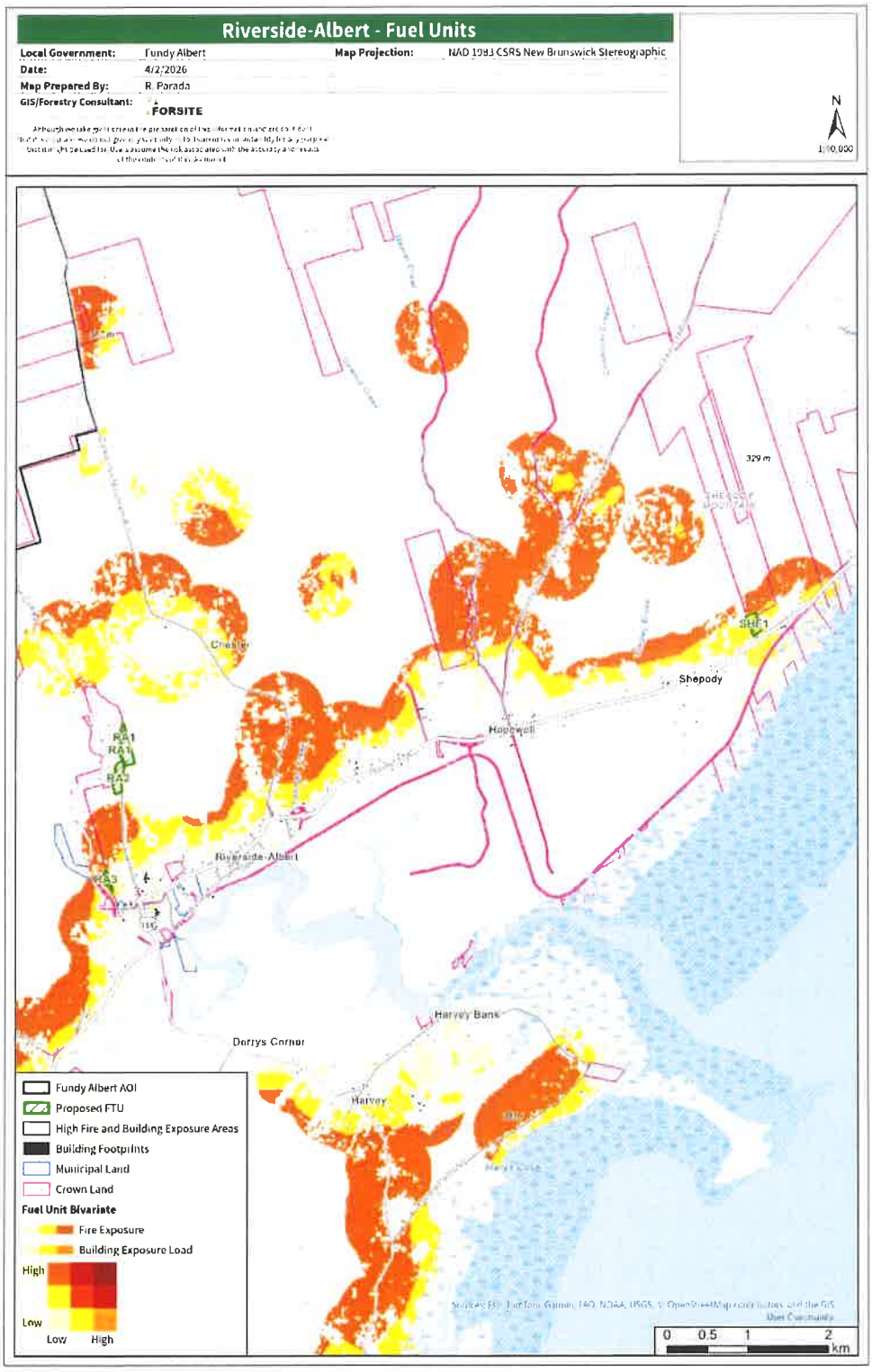


Figure 32. Riverside-Albert fuel treatment unit map

3.4 IMPROVE WILDFIRE RESPONSE

3.4.1 Emergency Planning

Definition:

- Enhances wildfire response by integrating wildfire considerations into existing emergency response and preparedness plans. This includes reviewing resource sharing and mutual aid agreements with local, regional, and provincial authorities, and assessing structure protection and sprinkler plans.

Best practice:

- Review Resource Sharing Agreements, Government Emergency Plans and WUI Structure Protection Plans annually, and update as needed.

Emergency Planning Recommendations

Table 11. Emergency planning recommendations

Action	Priority	Resources Required	Rationale/Notes
Explicitly include wildfire and WUI fire in the municipal hazard analysis.	High	Staff time Hazard assessment update	Ensures wildfire risk is clearly recognized and triggers appropriate preparedness, response, and recovery planning.
Establish coordination protocols with provincial wildfire agencies.	High	Interagency meetings Documentation	Improves role clarity, information sharing, and command alignment during wildfire events.
Develop wildfire-specific pre-incident response guidelines.	High	Staff time Interagency coordination	Provides operational clarity for extended wildfire incidents and WUI events.
Establish wildfire evacuation triggers and decision criteria	High	Planning workshops Fire behaviour input	Supports timely, defensible evacuation decisions during rapidly evolving wildfire events.
Identify and map primary and secondary evacuation routes for wildfire scenarios.	High	Staff time GIS support	Reduces evacuation delays and improves coordination during access-constrained wildfire events.
Develop wildfire evacuation plans for vulnerable populations.	High	Interagency coordination Data sharing	Ensures evacuation planning accounts for mobility, medical, and smoke-sensitivity needs.
Develop a local pre-incident planning checklist for wildfire response.	Moderate	Staff time Mapping and data compilation	Supports readiness through identification of access, staging, water sources, and constraints.
Integrate wildfire recovery considerations into emergency planning.	Moderate	Planning support Interagency coordination	Supports smoother transition from response to recovery and reduces long-term risk.
Schedule regular review and update of wildfire emergency planning components.	Moderate	Staff time	Ensures plans remain current as wildfire risk, development, and resources change

3.4.2 Cross Training

Definition:

- Provides comprehensive training for emergency crews across all agencies (local fire departments, provincial governments, Indigenous communities, emergency management agencies, and others) on structural and wildland fire management. Additionally, municipal staff receive training on incident management, wildfire prevention, and engage in practice sessions and exercises to strengthen readiness.

Best practice:

- Once a year deliver cross-training to municipal staff, structural firefighters, provincial wildland crews, and Indigenous community partners.

Cross Training Recommendations

Table 12. Cross training recommendations

Action	Priority	Resources Required	Rationale/Notes
Promote ICS-100 for municipal and emergency staff.	High	Online training time	Ensures common command language across agencies.
Review provincial wildfire and WUI training gaps.	High	Staff time Coordination meetings	Establishes a clear baseline to target missing prevention and supervisory training.
Adapt Wildfire Risk Reduction Basics for NB context.	Moderate	Curriculum review Facilitation capacity	Builds non-response capacity and supports FireSmart uptake.
Establish Fire Life and Safety Educator training.	Moderate	Trainer time Materials	Improves consistency and reach of wildfire safety messaging.
Introduce S-231 Engine Boss (WUI-focused).	Moderate	Instructor capacity Course delivery	Strengthens leadership for interface and structure protection operations.
Establish recurring training review cycle.	Moderate	Staff time Reporting	Keeps training aligned with evolving wildfire risk.
Provide ICS function-specific training for municipal staff across departments as well as interested community volunteers.	Moderate	Staff time ICS training materials Facilitation support	Builds functional depth within the EOC, reduces reliance on a small number of trained individuals, supports staff rotation during extended incidents, and reduces burnout during prolonged wildfire or multi-hazard events.
Introduce Task Force Leader (TFL-1 / Advanced).	Low	Instructor capacity Course delivery	Strengthens leadership for interface and structure protection operations.
Introduce Structure Division / Group Supervisor (DivS/GrpS).	Low	Instructor capacity Course delivery	Supports scalable ICS operations during complex WUI events.

New Brunswick SPCA
Dog Patrol Summary

For Jan 01 2026 to Mar 31 2026
Contract: Fundy Albert

Printed by: New Brunswick SPCA
Printed on: April 02 2026 9:50 am

Total # of DCO Investigations: 5

Total # of DCO Patrols: 19

# of Investigations by Animal Class:

Dog	5

# of Investigations by Investigation Type:

Barking Dog	1
Dog at large	3
Dog Bite	1

# of Investigations by Validity Type:

Founded	5

# of Investigations by File Disposition:

AM-Alternative Measures	1
Educated	3
Founded	1

# of Closed Investigations: 4

# of Investigations by Important Date Category:

Compliance Issued	1

Total Animals by Species:

	Number	Removed	Returned	Surrendered	Abandon	Euthanized
Dog	8	0	0	0	0	0
Total	8	0	0	0	0	0

Monthly Report on Unsightly Properties Fundy Albert – April 2026

Introduction

This report provides a comprehensive overview of active unsightly property files within the Fundy Albert region, including enforcement actions taken and upcoming requirements.

Summary of Active Cases

Hillsborough

- **Ward 4 -** Form 4 issued and notice of inspection scheduled for April 21, 2026. File has been re-opened after prior closure.
- **Ward 4** – Notice of inspection scheduled for April 21, 2026.

Hopewell Cape

- **Ward 2** – Form 4 delivered; awaiting inspection end of May!
- **Ward 2** – Form 4 issued and notice of inspection scheduled for April 21, 2026.

Albert Mines

- **Ward 3** – Notice of inspection scheduled for April 21, 2026.
- **Ward 3** – Notice of inspection scheduled for April 21, 2026.
- **Ward 3** – Form 4 issued and notice of inspection scheduled for April 21, 2026.
- **Ward 2**– Property cleanup in progress; follow-up inspection required to assess compliance.

West River

- **Ward 1** — Form 4 issued and notice of inspection scheduled for April 21, 2026.

Edgetts Landing

- **Ward 3 -** Notice of inspection scheduled for April 21, 2026.

Conclusion

Enforcement actions are ongoing across multiple properties. Several inspections are scheduled for April 21, 2026, and follow-ups will be conducted where compliance is in progress.

Respectfully submitted,
Jordan Cyr, By-Law Enforcement Officer

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

Notes from Riverview:

- The current Volunteer Firefighter Level 1 course in Riverview has eight firefighters, currently working on their third block
- Riverview has an advertisement out for career firefighter/paramedic, filling a vacancy created by retirement. This competition closes on April 17, 2026.

2026

	Riverview Fire Department				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					3							
Fires (Other - Chimney, Electrical)					2							
False Alarms (Malicious)												
Alarms (No Fire - Residential or Commercial)					1							
Vehicle Accidents, Water/Special Rescue					1							
Public Hazards (spills, gas leaks etc.)												
Public Assistance Miscellaneous												
Vehicle Fires												
Grass/Brush Fires.												
Mutual Aid Provided					3							
Medical First Responder incidents					2							

Hillsborough Fire Dept.
Chief: Troy Collins

Alma Fire Department (2026-01-01-2026-04-01) Incidents by community and response type	Fire Department - Meeting [92]	Fire Department - Maintenance [94]	Fire Department - Administrative Task [95]	Total 2026
Alma	2	5	4	11
Hillsborough	1	0	0	1
Total Incidents Alma Fire Department (2026-01-01-2026-04-01)	3	5	4	12

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Development Activity Report

February 2026

The monthly Planning and Development report provides frequent up-to date information on planning and development requests in the municipality of **Fundy Albert**. It also provides a year-to-date total of development activity.

The following are the total number of applications **received** this month based on type:

Application	February	Year to Date
Development Permit	2	3
Building Permit	1	1
Subdivisions	1	3
Zoning Confirmations	1	1
Regulation Amendment	0	0
Policy Amendment	0	0
Rezonings	0	1
Adjustments (variances, terms and conditions, temporary uses, similar or compatible uses, non-conforming uses)	1	1
Complaints, Zoning & Building Infractions	0	0
Document Approvals	1	1
Sidewalk Cafe	0	0

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Permit Breakdown

The following table provides the year-to-date permits **issued** sorted by development type and provides a comparison to the same period as the previous year.

Construction values represent the estimated construction value of issued building permits and are not actual construction costs.

Permit Type	February 2026		2026 YTD		February 2025		2025 YTD	
	#	Value	#	Value	#	Value	#	Value
Residential	0	$0	3	$1,219,730	2	$816,730	3	$1,099,730
Multi Residential	0	$0	0	$0	0	$0	0	$0
Commercial	0	$0	0	$0	0	$0	0	$0
Industrial	0	$0	0	$0	0	$0	0	$0
Institutional	0	$0	0	$0	0	$0	0	$0
Accessory Buildings & Structures	2	$5,161	2	$5,161	0	$0	5	$111,929
Agricultural	0	$0	0	$0	0	$0	0	$0
Total	**2**	**$5,161**	**5**	**$1,224,891**	**2**	**$816,730**	**8**	**$1,211,659**

Number of Units Created – Note negative numbers indicate demolition of units

	February 2026	2026 YTD	February 2025	2025 YTD
Single Dwelling Unit	0	3	2	3
Two-unit/semi-detached	0	0	0	0
Townhouse/Rowhouse	0	0	0	0
Multiple Dwelling Unit	0	0	0	0
Accessory Dwelling Unit	0	0	0	0
Mobile / Mini Home	0	0	0	0
Total	**0**	**3**	**2**	**3**

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Active Subdivision Applications

The following table provides the year-to-date subdivision applications received and provides a comparison to the same period as the previous year.

	February 2026	2026 YTD	February 2025	2025 YTD
# of Plans	1	3	1	2
# of Proposed Lots	1	3	0	1
# of Proposed Parcels	1	2	1	1

Southeast Planning Review and Adjustment Committee

The Southeast Planning Review and Adjustment Committee is a non-political group who provide input on land use planning related issues in the municipality. Under the *Community Planning Act*, they provide advice to Council on amendments to the planning related by- laws and rezonings as well as the location of new infrastructure and lands for public purposes. The committee acts as an approval body on variances, temporary uses, conditional uses, similar or compatible uses and extensions to non-conforming uses. Please note that some proposals may contain more than one application (ie. a conditional use that requires a variance).

	February 2026	2026 YTD
Variance Request	0	0
Similar and Compatible Use	0	0
Conditional Use	0	0
Non-Conforming Use	0	0
Temporary Use Approval	0	0
Policy Amendment	0	0
Regulation Amendment	0	0
Rezoning	0	0
Total	**0**	**0**

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Development Activity Report

March 2026

The monthly Planning and Development report provides frequent up-to date information on planning and development requests in the municipality of **Fundy Albert**. It also provides a year-to-date total of development activity.

The following are the total number of applications **received** this month based on type:

Application	March	Year to Date
Development Permit	0	3
Building Permit	3	4
Subdivisions	3	6
Zoning Confirmations	1	2
Regulation Amendment	0	0
Policy Amendment	0	0
Rezonings	0	1
Adjustments (variances, terms and conditions, temporary uses, similar or compatible uses, non-conforming uses)	1	2
Complaints, Zoning & Building Infractions	0	0
Document Approvals	0	1
Sidewalk Cafe	0	0

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Permit Breakdown

The following table provides the year-to-date permits **issued** sorted by development type and provides a comparison to the same period as the previous year.

Construction values represent the estimated construction value of issued building permits and are not actual construction costs.

Permit Type	March 2026		2026 YTD		March 2025		2025 YTD	
	#	Value	#	Value	#	Value	#	Value
Residential	0	$0	3	$1,219,730	3	$914,062	6	$2,013,792
Multi Residential	0	$0	0	$0	0	$0	0	$0
Commercial	0	$0	0	$0	0	$0	0	$0
Industrial	0	$0	0	$0	0	$0	0	$0
Institutional	0	$0	0	$0	1	$560,000	1	$560,000
Accessory Buildings & Structures	1	$48,160	3	$53,321	1	$161,600	6	$273,529
Agricultural	0	$0	0	$0	0	$0	0	$0
Total	**1**	**$48,160**	**6**	**$1,273,051**	**5**	**$1,635,662**	**13**	**$2,847,321**

Number of Units Created – Note negative numbers indicate demolition of units

	March 2026	2026 YTD	March 2025	2025 YTD
Single Dwelling Unit	0	3	2	5
Two-unit/semi-detached	0	0	0	0
Townhouse/Rowhouse	0	0	0	0
Multiple Dwelling Unit	0	0	0	0
Accessory Dwelling Unit	0	0	0	0
Mobile / Mini Home	0	0	0	0
Total	**0**	**3**	**2**	**5**

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Active Subdivision Applications

The following table provides the year-to-date subdivision applications received and provides a comparison to the same period as the previous year.

	March 2026	2026 YTD	March 2025	2025 YTD
# of Plans	3	6	0	2
# of Proposed Lots	5	8	0	1
# of Proposed Parcels	1	3	0	1

Southeast Planning Review and Adjustment Committee

The Southeast Planning Review and Adjustment Committee is a non-political group who provide input on land use planning related issues in the municipality. Under the *Community Planning Act*, they provide advice to Council on amendments to the planning related by- laws and rezonings as well as the location of new infrastructure and lands for public purposes. The committee acts as an approval body on variances, temporary uses, conditional uses, similar or compatible uses and extensions to non-conforming uses. Please note that some proposals may contain more than one application (ie. a conditional use that requires a variance).

	March 2026	2026 YTD
Variance Request	0	0
Similar and Compatible Use	0	0
Conditional Use	0	0
Non-Conforming Use	0	0
Temporary Use Approval	0	0
Policy Amendment	0	0
Regulation Amendment	0	0
Rezoning	0	0
Total	**0**	**0**

EMERGENCY MANAGEMENT COORDINATORS' MEETING – APRIL 8, 2026

Summary of the discussion

Emergency Management Coordinators' meeting was held in person from 1:30 p.m. to 3:00 p.m.

Present: (17)

- Nicole Melanson (Cap-Acadie), Tina Bitcon (Shediac), Nadia Roussel (Maple Hills), Vanessa Arbeau (Maple Hills), Hanna Downey (Maple Hills), Conrad Landry (Moncton), Charles Leblanc (Moncton), Annamarie Boyd (Strait Shores), Charles Doucet (CSRSE), Michel Querry (Champdoré), Julien Cormier (Champdoré), Mathieu Frenette (Beausoleil), Jim Coastes (Fundy Albert), Pierre-luc Caisie (Nouvelle-Arcadie), Nicholas Hudson (Beaurivage), Julie Pellerin (REMC6), Mélissa Pageau (REMC7).

Past topics:

- Evacuation Workshop

New topics:

1. Introduction of the Regional Emergency Management Coordinator for New Brunswick, Region 6
    - *Julie Pellerin Julie.pellerin@gnb.ca 506-471-7548*

2. PSPNET Presentation.
    - *See attached presentations*

3. 2026 Planning • Emergency Preparedness Week
    - *The subcommittee will meet on April 14 to finalize messaging to be shared with communities. Discussions are ongoing to determine whether the province will develop generic messages that can then be adapted by each municipality.*
    - MECC Activation Exercise with MEMP Integration
        - *Currently in preparation, the workshop is expected to take place in late May / early June.*
    - Evacuation Exercise
        - *The exercise is expected to take place in September.*
    - Comfort Centre Activation Exercise
        - *The exercise is expected to take place in late November / early December.*
    - Mass Debris Management Presentation
        - *A presentation will be delivered later in the year.*

4. ICS training + exercises

- Training calendar available on site New Brunswick EMO Training Calendar
- Possibility to offer an ICS 402 / Presentation of the Emergency Measures Plan to municipal elected officials.

Round table

- Mélissa Pageau will be leaving her position as REMC to join the Moncton EMO team as EMO Manager.

Next meeting

Will be replaced by the MECC activation simulation exercise with MEMP integration.

The meeting is adjourned: 15:00

Fundy Albert
Friendly by Nature

COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Mayor Campbell
Date	April 21, 2026
Subject	Recreation Infrastructure cost sharing
Presenters *(if applicable)*	N/A
Length of Presentation *(if applicable)*	N/A

Type	Public	Private	✓ Committee of the Whole

PROPOSAL

To obtain direction from Council on how the Mayor should vote at the April 28, 2026 Southeast Regional Service Commission (SERSC) meeting regarding the proposed Regional Sport, Recreation, and Culture Infrastructure Collaboration Framework.

BACKGROUND

Council recently received a presentation from the Southeast Regional Service Commission (SERSC) regarding the proposed Regional Infrastructure Cost Sharing Framework. The framework represents the second phase of a regional initiative to guide how municipalities collaborate on new sport, recreation, and cultural infrastructure projects.

The framework establishes a structured process to:

- Determine whether projects are local, sub-regional, or regional;
- Allocate costs between municipalities; and
- Formalize participation through agreements and governance structures.

Under the proposed model:

- The host municipality would fund approximately 85–95% of project costs, with the remaining portion shared regionally;
- Cost sharing is based on population and tax assessment, within defined drive-time catchments;
- The framework applies to new capital projects only and includes provisions for municipalities to opt out under certain conditions.

The SERSC Board is expected to consider adoption of this framework at its meeting on April 28, 2026.

Discussion / Considerations

Council discussion to date has identified several considerations relevant to Fundy Albert:

Potential Benefits:

- Access to regional infrastructure that may otherwise be unaffordable independently
- More equitable sharing of costs where facilities are used by residents across municipal boundaries
- Potential to strengthen regional collaboration and access to external funding opportunities

Potential Concerns:

- Financial impact on a small, rural municipality with limited tax base
- Risk of contributing to projects located outside Fundy Albert without direct or proportional benefit
- Potential for multiple projects creating cumulative ("stacked") financial obligations
- Timing considerations given ongoing amalgamation-related pressures

The framework does include safeguards such as:

- Opt-out provisions for financial or strategic reasons
- Annual prioritization of projects
- Requirement for formal agreements outlining access, governance, and benefits

Options for Council Direction

Option 1 – Support the Framework
That the Mayor vote **in favour** of adopting the Regional Infrastructure Cost Sharing Framework.

Option 2 – Do Not Support the Framework
That the Mayor vote **against** adopting the Framework at this time.

Option 3 – Conditional Support
That the Mayor vote **in favour**, subject to the following concerns being addressed (e.g., financial protections for rural municipalities, clearer opt-out criteria, etc.).

Option 4 – Defer / Seek Amendments
That the Mayor request deferral or amendments to the Framework prior to adoption.

Legal	The proposed Framework aligns with the Regional Service Delivery Act and associated regulations governing Regional Service Commissions. Any future participation in cost-sharing agreements would require Council approval and adherence to applicable provincial legislation and municipal authority.
Financial	Future financial obligations would arise only if Council chooses to participate in specific regional projects under the framework.
Environmental	NA
Policy	The Framework represents a regional policy approach to infrastructure planning and cost sharing. Adoption does not bind the Village to participate in any specific project but may influence future capital planning and partnership considerations.
Stakeholders	Southeast Regional Service Commission (SERSC) Member municipalities within the Southeast Region Residents of Fundy Albert Provincial Department of Environment and Local Government Community organizations and user groups (sport, recreation, and culture)
Community Sensitivities	There may be concern regarding the potential for municipal funds to support infrastructure projects located outside of Fundy Albert, particularly where direct benefit to residents is unclear. Affordability and equitable access will be key consideration
Council priorities	Strategic Plan Alignment: • Infrastructure • Village Services

Documents, maps, photos or presentations attached	NA
Consultation	Southeast Regional Service Commission
Intergovernmental considerations	NA

Fundy Albert
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COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Kim Beers
Date	April 21, 2026
Subject	Canada Day
Presenters *(if applicable)*	N/A
Length of Presentation *(if applicable)*	N/A
Type	Public Private ✓ Committee of the Whole

Purpose

To provide Council with an update on planning for Canada Day 2026 celebrations and to seek direction on proceeding with proposed activities.

Background

The Village of Fundy Albert has been approved for $8,000 in funding from the Department of Canadian Heritage to support Canada Day 2026 celebrations.

The Recreation Committee has indicated support for hosting events in both Hillsborough and Alma for 2026, with the understanding that the newly elected Council may wish to review and determine the approach for future years (e.g., rotating celebrations between communities or continuing with multiple locations).

Planning is currently underway for Hillsborough, with preliminary arrangements including:

- Party Perfect to provide bouncy castles and glitter artists at a cost of $1,500
- Live music (same performers as 2025) at a cost of $600;
- BBQ to be provided by the Kiwanis Club;

- Cake to be donated by the Gateway Market; and
- Fireworks

Administration has reached out to the Alma recreation/rink group to confirm any planned activities for Canada Day in Alma. Further details will be provided as they become available.

Recommendation

That Council support the proposed approach to Canada Day 2026 celebrations in Hillsborough and Alma and direct Administration to proceed with planning and coordination.

Legal	All required permits, insurance, and safety requirements will be obtained in accordance with applicable legislation.
Financial	Canada Day celebrations will be supported through the $8,000 Canadian Heritage funding, with additional costs (if required) to be covered through the approved operating budget.
Environmental	NA
Policy	NA
Stakeholders	Residents of Fundy Albert Recreation Committee Community groups (e.g., Kiwanis Club) Local businesses and sponsors
Community Sensitivities	Canada Day celebrations are generally well received; however, considerations include noise (fireworks), traffic, and equitable distribution of events across communities.
Council priorities	**Strategic Plan Alignment:** • Community Engagement • Recreation and Culture • Economic Development & Tourism
Documents, maps, photos or presentations attached	Recreation Committee; community partners; Alma recreation/rink group (pending response).
Consultation	Recreation Committee; community partners; Alma recreation/rink group.
Intergovernmental considerations	Dept. Canadian Heritage

Fundy Albert
Friendly by Nature

COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council
From	Ian Barrett, Director of Operations
Date	21 April 2026
Subject	Pool Repairs
Presenters *(if applicable)*	N/A
Length of Presentation *(if applicable)*	N/A
Type	Public Private Committee of the Whole

RATIONALE FOR PRIVATE DISCUSSION (if applicable)

N/A

BACKGROUND

Administration has previously made Council aware that repairs to the pool are required in order to ensure the facility can safely and compliantly operate for the 2026 season. These works include replacement of the existing floor drains, which are contributing to ongoing water loss and operational inefficiencies, as well as resealing and repainting of the pool basin. Both these tasks are required to prevent excessive water loss, maintain system integrity, and support continued operation of the facility.

Three formal quotations have been received for the replacement of the floor drains. All proponents were asked to provide a compliant solution that balances immediate cost with long-term operational sustainability.

Remington Leisure Scapes proposed full replacement of the existing floor drains with four (4) commercial-grade 18" x 18" main drains. This represents a high-specification and "future-proofed" solution aligned with commercial pool best practices. However, the quotation does not include concrete removal and reinstatement, which would be required to complete the work. The total quoted cost is approximately $25,985 plus HST. (Concrete work extra)

Waterworks Pools & Spas provided a comprehensive proposal including removal of existing drains, installation of two (2) 18" x 18" drains, and full concrete removal and replacement. This submission represents a balanced approach between compliance, performance, and cost, supported by detailed advice on maintaining compliance and improving long-term operational sustainability. The total quoted cost is $21,525 plus HST.

Serenity Pools and Landscaping proposed a less invasive alternative, consisting of sealing the existing floor drains and installing new return lines in the pool walls, at a cost of approximately $13,250 plus HST. While this option reduces upfront cost, it introduces operational and compliance risks. The removal of functional floor drains reduces the effectiveness of water circulation and cleaning at the bottom of the pool, increasing maintenance requirements and the potential for poorly circulated areas. Industry best practice for commercial pools supports the use of bottom suction outlets to ensure proper turnover and water quality, and without an engineered hydraulic assessment, it cannot be confirmed that this approach would meet regulatory expectations.

Based on the above, the Waterworks proposal represents the most balanced and complete solution.

In addition to the floor drain works, the pool basin will require resealing and repainting following completion of repairs. Initial quotations for this work have been received, with the lowest full-scope proposal in the range of $17,000–$20,000, and a separate quotation of approximately $12,000 for surface preparation only, with further quotes pending. Based on these submissions, the total cost of completing the resealing and painting work is estimated to be in the region of $20,000.

The approved 2026 pool repair budget is $20,000. While this is sufficient to largely cover the floor drain replacement, it does not account for the resealing and painting works or any additional costs above the approved budget.

To support the completion of the full scope of work, an application has been submitted under the RDC CIF program for funding of up to $20,000. This program provides up to 75% funding, with the Municipality required to contribute the remaining 25%. Should the full funding amount be approved, the Municipal contribution would be approximately $6,667. This contribution could be funded from the previously transferred $20,000 to Shared capital from the 2025 pool repair budget. However, if the grant is not approved up to $25,000.00 would be required to complete all the works

This funding approach provides an opportunity to offset the cost of the floor drain works exceeding the 2026 operating budget, complete the resealing and painting of the pool basin, and utilize any remaining grant funding toward additional pool facility improvements.

These repairs are required to be completed in advance of the 2026 operating season. In order to meet a target opening date of July 1, timely approval and contractor engagement is required.

While these works will allow the pool to operate for the 2026 season, they do not address the overall condition of the facility. Administration will begin developing a long-term capital plan to support a full pool refit within the next 7–10 years, ensuring a more sustainable and cost-effective approach to maintaining this asset.

RECOMMENDATION

Administration recommends that Council:

1. **Approve the quotation from Waterworks Pools & Spas** to complete the required floor drain repairs, as it provides the most comprehensive, compliant, and sustainable solution.
2. **In the event the RDC CIF grant is not approved,** approve the allocation of up to $25,000 from Shared Capital Reserve to:
    - Cover costs exceeding the 2026 pool repair budget for floor drain replacement; and
    - Complete the resealing and repainting of the pool basin, including a modest contingency for the overall works.
3. **In the event the RDC CIF grant is approved,** approve the transfer of up to $6,667.00 plus net HST from Shared Capital Reserve to meet the Municipality's required 25% contribution.
4. **Authorize the CAO to approve and execute all expenditures** related to the pool repairs within the approved budget.

OTHER OPTIONS

Do Not Approve the Repairs and Continue Operating the Pool in Its Current State

Council may choose not to approve the proposed repairs and continue operating the pool with the existing floor drains and current condition of the pool basin. This would avoid the immediate capital expenditure; however, the underlying issues of water loss, aging infrastructure, and reduced operational efficiency would remain.

Operating under current conditions increases the likelihood of unplanned maintenance, higher chemical and water usage, and potential service disruptions during the season. There is also a risk that the pool may not meet evolving regulatory expectations or best practices, which could result in the need for reactive repairs or operational restrictions at short notice.

While this option defers immediate costs, it does not address the root issues and may result in increased costs and risk exposure in the short to medium term.

RISK ANALYSIS

Short-Term Risk
Proceeding with the repairs introduces a short-term financial pressure, as the total cost exceeds the approved 2026 operating budget and requires use of Shared Capital Reserve. There is also a delivery risk in completing the works within a tight timeline to meet the July 1 opening target, including contractor availability and coordination of multiple work streams. However, not proceeding presents a more immediate operational and compliance risk, as the current condition of the floor drains and pool basin may prevent the facility from opening safely for the 2026 season. This would result in loss of revenue, continued inefficiencies through water loss, and a direct reputational impact due to loss of service during peak demand.

Mid-Term Risk
In the mid term, completing the repairs provides greater operational stability and reduces the likelihood of unplanned failures, supporting more predictable financial management and improved compliance with operational standards. There remains a risk that further issues may arise due to the overall age of the facility, requiring additional investment. Conversely, deferring the work increases the likelihood of reactive maintenance, higher cumulative repair costs, and potential service disruptions. This approach also increases compliance risk as aging infrastructure may not meet evolving standards, and reputational risk grows if the pool experiences intermittent closures or declining service quality.

Long-Term Risk
Over the long term, proceeding with the repairs represents a controlled, incremental investment that supports continued operation while allowing time to plan and fund a full facility refit. This aligns with asset management best practices by extending the useful life of the asset while managing financial exposure. The primary risk is that these interim repairs do not eliminate the need for significant future capital investment. In contrast, not proceeding accelerates asset deterioration, increasing the likelihood of premature failure and the need for a full replacement under less favourable financial and operational conditions. This would present significant financial strain, heightened compliance challenges, and substantial reputational impact if the facility were to close due to preventable degradation.

CONSIDERATIONS

Legal	• Repairs support maintaining compliance with public health and safety expectations for commercial pool operation • Deferring work may result in the facility not meeting regulatory or best practice standards, increasing risk of operational restrictions
Financial	• Project exceeds the 2026 operating budget; additional funding required from Shared Capital Reserve • Leveraging RDC CIF funding reduces overall municipal contribution and supports completion of broader required works
Environmental	• Replacement of floor drains will reduce ongoing water loss and improve system efficiency • Proper circulation and sealing reduces excessive chemical use and supports responsible water management
Policy	• Exceeds administrative spending authority and requires Council approval in accordance with procurement policy • Aligns with asset management principles of planned maintenance and lifecycle cost management

Stakeholders	• Residents, families, and user groups rely on the pool as a key seasonal recreational service • Local contractors with relevant experience have been engaged to provide compliant and practical solutions
Community Sensitivities	• Delay or failure to open the pool would have a significant negative impact on community use and perception • Investment demonstrates commitment to maintaining valued community infrastructure while planning for long-term sustainability
Council priorities	Strategic Plan Alignment: ✓ Infrastructure • Communications • Village Services • Strategic Partnerships ✓ Economic Development & Tourism
Documents, maps, photos or presentations attached	Quotes: Remington Leisure, Waterworks Pool & Spa, Serenity Landscapes
Consultation	
Intergovernmental considerations	

Remington LeisureScapes

636 St. George Blvd
Moncton, NB
E1E 2C4
sales@remingtonleisurescapes.com
www.remingtonleisurescapes.com
5068543040
Call or Text us @ 5068543040

Estimate

Estimate No: 14497
Date: 2026-03-23

For: Fundy Albert - Leak Repair w/ Main Drain Option 1 2026
operations@fundyalbert.ca
School Lane, Hillsborough, NB
506-734-3733

Sales Person Essie/Matt

Code	Description	Quantity	Rate	Amount
Labour	Labour to perform leak repair on 3 jets (2 techs, 3 hours) Anything additional will be billed per hour	3	$199.99	$599.97
Pressure Testing	Testing of 1 to 3 lines to ensure leak has been resolved	3	$399.99	$1,199.97
Main Drain Replacement	an 18" x 18" replacement may be possible, it would require 4 of them at $4,799 each + HST and install plumbing in order to adapt these to existing systems NOTE - This is a COMMERCIAL option, and the best choice for "future proofing" the pool and ensuring safety for the users.	4	$4,799.00	$19,196.00
Labour for Main Drain Replacement	2 man crew at $199.99 per hour x 8 hours for 4 18"x18" drains.	8	$199.99	$1,599.92
note	All plumbing and fittings for repairs on jets and skimmer are not quoted, but should not accumulate to a significant amount relatively speaking.	1	$0.00	$0.00
Skimmer leak	If the skimmer is compromised it will need to be replaced. This is an extensive job, and cost would be approximately $4,500-7000	1	$0.00	$0.00
Pressure Testings NOTE	We will perform pressure testing after concrete cutting and after new floor drain installs, on all floor drain lines. IF the floor drain line fails the test after concrete cutting, this means the leaks is somewhere other than the floor fitting, and will require more work.	1	$0.00	$0.00

Code	Description	Quantity	Rate	Amount
Concrete Note	No concrete, cutting or repair/replacement is quoted.	1	$0.00	$0.00

Subtotal	$22,595.86
HST 15%	$3,389.38
Total	$25,985.24
Total	**$25,985.24**

Notes

Remington LeisureScapes - Buy with Confidence - Lowest Price Guarantee.
Quoted price valid for 15 Days unless otherwise stated.

WATERWORKS POOLS & SPAS
194 Killam Drive
Moncton NB E1C 3S4
Canada
Phone: 506-859-1980
Email: info@waterworkspools.com
Web: www.waterworkspools.com
HST #: 1055942200

Customer:
VILLAGE OF FUNDY ALBERT
61 Academy st
Hillsborough NB E4H 2R4
Canada
+1 506-734-3733
assistant@fundyalbert.ca; accounting@fundyalbert.ca

Quotation # S01737

Quotation Date:	Expiration:	Salesperson:
04/07/2026	05/07/2026	Brad Cross

DESCRIPTION	QUANTITY	UNIT PRICE	TAXES	AMOUNT
Remove four existing drains, and replace with two 18"x18" drains, including concrete removal and replacement	1.00 Units	21,525.00	15% HST	$ 21,525.00

Subtotal	$ 21,525.00
HST 15%	$ 3,228.75
Total	$ 24,753.75

For e-Transfer Payment

Send to accounting@waterworkspools.com and include your invoice number in the message.

Payment Terms: Due on Receipt

Past due accounts will be charged interest at a rate of 2% per month or a monthly $5.00 late fee, whichever is greater.

A 40 % restocking fee will apply to all returns on customer orders.

I have read the agreement of sale and agree to the above terms and conditions

Customer Signature **Print Name:** **Date**

Initials_____

Tuesday, April 07, 2026

Serenity Pools and Landscaping

600 Pine Glen Road
Pine Glen, New Brunswick E1J 1S1
Canada
info@serenitypoolsandlandscaping.com
https://www.serenitypoolsandlandscaping.com/

QUOTE

Quote No.: 247
Date: Apr 14, 2026
Page: 1
Ship Date:

Quoted to:
Fundy Albert, Ian

Ship To:
Fundy Albert, Ian

Business No.: 823315007RT0001

Item No.	Quantity	Unit	Description	Tax	Base Price	Disc %	Unit Price	Amount
Service Work - Pools	1		Required Labour - Includes excavation, removal of existing floor drains, backfilling existing floor drains with hydraulic cement, installation and plumbing of new side drains	NB	9,000.00		9,000.00	9,000.00
Excavator	1		Mini Excavator + Float Fee	NB	1,600.00		1,600.00	1,600.00
	1		Plumbing Parts - Includes rigid pipe, flex pipe, fiitings, primer, glue, 4 x drains.	NB	1,509.38		1,509.38	1,509.38
	1		Hydraulic Cement	NB	226.32		226.32	226.32
	1		Additional Tools and Equipment	NB	840.00		840.00	840.00
	1		Fuel Surcharge Fee (Outside of Greater Moncton Area)	NB	75.00		75.00	75.00
			All required parts must be purchased in advance and are 100% non-refundable. Certain parts may carry a manufacturer's warranty please inquire for details. Service work is carried out with professionalism and care; however, Serenity Pools and Landscaping					
			Subtotal:					13,250.70
			NB - HST NB					
			NB					1,987.61

Shipped by

Comments Visit Terms of Sale: https://www.serenitypoolsandlandscaping.com/terms

Total Amount 15,238.31

Sold By:

Fundy Albert
Friendly by Nature

COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council
From	Ian Barrett, Director of Operations
Date	21 April 2026
Subject	Arena Pressure Relief Valve Replacement
Presenters *(if applicable)*	N/A
Length of Presentation *(if applicable)*	N/A
Type	Public Private Committee of the Whole

RATIONALE FOR PRIVATE DISCUSSION (if applicable)

N/A

BACKGROUND

During the scheduled shutdown of the Hillsborough Arena refrigeration plant at the end of the 2026 season, it was identified that the pressure relief valves on the ammonia refrigeration system are either at, or approaching, the end of their service life. These valves are a critical safety component designed to prevent over-pressurization of the system and must be maintained in accordance with applicable codes and regulations.

Under New Brunswick regulatory requirements, pressure relief valves on ammonia refrigeration systems must be replaced at defined intervals (typically every five years) to ensure continued safe operation. Failure to maintain these components within their service life would result in the plant being non-compliant and unable to legally operate.

This work was not specifically identified within the approved 2026 operating budget and, due to the cost exceeding the delegated financial authority of both the Director of Operations and the CAO, Council approval is required to proceed.

Given the specialist nature of ammonia refrigeration systems, a limited number of qualified contractors are available to undertake this work. Additional vendors were contacted; however, they directed the Municipality toward established providers with the required certifications and experience in ammonia systems.

Two compliant quotations were obtained:

- **Black & McDonald** provided a turnkey solution including supply, installation, freight, labour, and consumables for a total cost of **$3,980.00 (plus HST)**
- **CIMCO Refrigeration** provided pricing in two parts:
  - Supply of relief valves: **$3,715.00**
  - Installation of relief valves: **$1,564.00**
  - **Total CIMCO cost: $5,279.00 (plus HST)**

Both proposals meet the operational requirement; however, Black & McDonald provides a complete supply and install solution at a lower overall cost.

The Funding source for this work will be from 2026 Skating Rinks & Arenas: Other- 2.7.1.5.9. While the specified sub budget contingency for repairs and upgrades has been consumed by the ventilation works there are still funds available within the budget line. We are also currently exploring alternate revenue streams; advertising and summer rentals that may further offset this cost.

This work must be completed prior to the start up of the plant for the 21026/27 season

RECOMMENDATION

It is recommended that Council authorize Administration to proceed with the replacement of the pressure relief valves at the Hillsborough Arena, and to engage Black & McDonald to complete the work.

OTHER OPTIONS

N/A

RISK ANALYSIS

Failure to replace the pressure relief valves will result in the refrigeration plant being non-compliant with regulatory requirements and unable to be restarted for the 2026/27 season. This would prevent the operation of the arena, resulting in significant service disruption, reputational impact, and potential loss of revenue.

CONSIDERATIONS

Legal	• Compliance with provincial regulations requiring periodic replacement of pressure relief valves on ammonia refrigeration systems • Failure to complete this work would result in the facility being non-compliant and unable to legally operate
Financial	• Unbudgeted expense in 2026; however, cost is relatively low and necessary to maintain operation. • Deferring the work would result in significantly higher financial impact through loss of arena operations and associated revenues
Environmental	• Properly functioning relief valves are critical to preventing uncontrolled ammonia release. • Replacement reduces risk of environmental contamination and supports safe system operation
Policy	• Exceeds administrative spending authority and requires Council approval in accordance with procurement policy. • Aligns with asset management principles of maintaining critical infrastructure to ensure service continuity
Stakeholders	• Arena user groups rely on continued operation for the 2026/27 season • Contractors with specialized expertise were limited, with qualified vendors providing compliant quotations
Community Sensitivities	• Closure or delayed opening of the arena would have a significant negative impact on community activities and programs • Proactive maintenance demonstrates responsible stewardship of a key community asset
Council priorities	Strategic Plan Alignment: ✓ Infrastructure • Communications • Village Services • Strategic Partnerships ✓ Economic Development & Tourism
Documents, maps, photos or presentations attached	Black And MacDonald Quotation CIMCO Quotation
Consultation	
Intergovernmental considerations	

Black & McDonald Limited
1350 Aviation Ave., Dieppe, New Brunswick, E1A 9A3
Phone: 506-858-5688 | Fax: 506-388-2286 | Web: www.blackandmcdonald.com

Refrigeration Project Proposal prepared for:

Hillsborough Arena
2849 Main St, unit 1
Hillsborough, NB.
E4H 2X7

Reference to:

Relief Valve Replacement Pricing
Revision 1
Our Quote No. 8036-116317

Attention:

Ian Barrett
Director, Operations

Dated:

March 30, 2026

Submitted by:

Black & McDonald Limited
1350 Aviation Ave.
Dieppe, New Brunswick
E1A 9A3
Telephone: (506) 858-5688

Black & McDonald Limited
1350 Aviation Ave., Dieppe, New Brunswick, E1A 9A3
Phone: 506-858-5688 | Fax: 506-388-2286 | Web: www.blackandmcdonald.com

Thank you for this opportunity to submit the following information and pricing for your consideration.

As per prior discussions with our technician, the refrigeration system at the Hillsborough Arena currently has expired relief valves that require replacement. It is a code requirement in the province of New Brunswick that after 5 years of service on a refrigeration system, all relief valves must be replaced.

Black and McDonald will provide the following to complete this work:

- Supply a total of 8 new relief valves.
- All necessary freight to site.
- All travel to site and related expenses.
- All necessary labor required to change all relief valves, with no pump out required
- All necessary consumables.

Black & McDonald Limited Price to Supply and Install Qty. 8 Relief Valves: $3,980.00

All Taxes Extra as Applicable.
Pricing good for term of 30 days
Current lead time on a portion of these relief valves is 4 to 5 weeks.

Note:

- This revised pricing is based on the relief valves being installed while the system is shutdown for the summer months and the ammonia has already been drained from the equipment. The previously issued quote carried labor for both the draining of ammonia and installing the valves while the system was in operation.

If you have any questions or require any additional information, please do not hesitate to contact our office at 1-800-770-3922 or my cell at 506-380-5389.

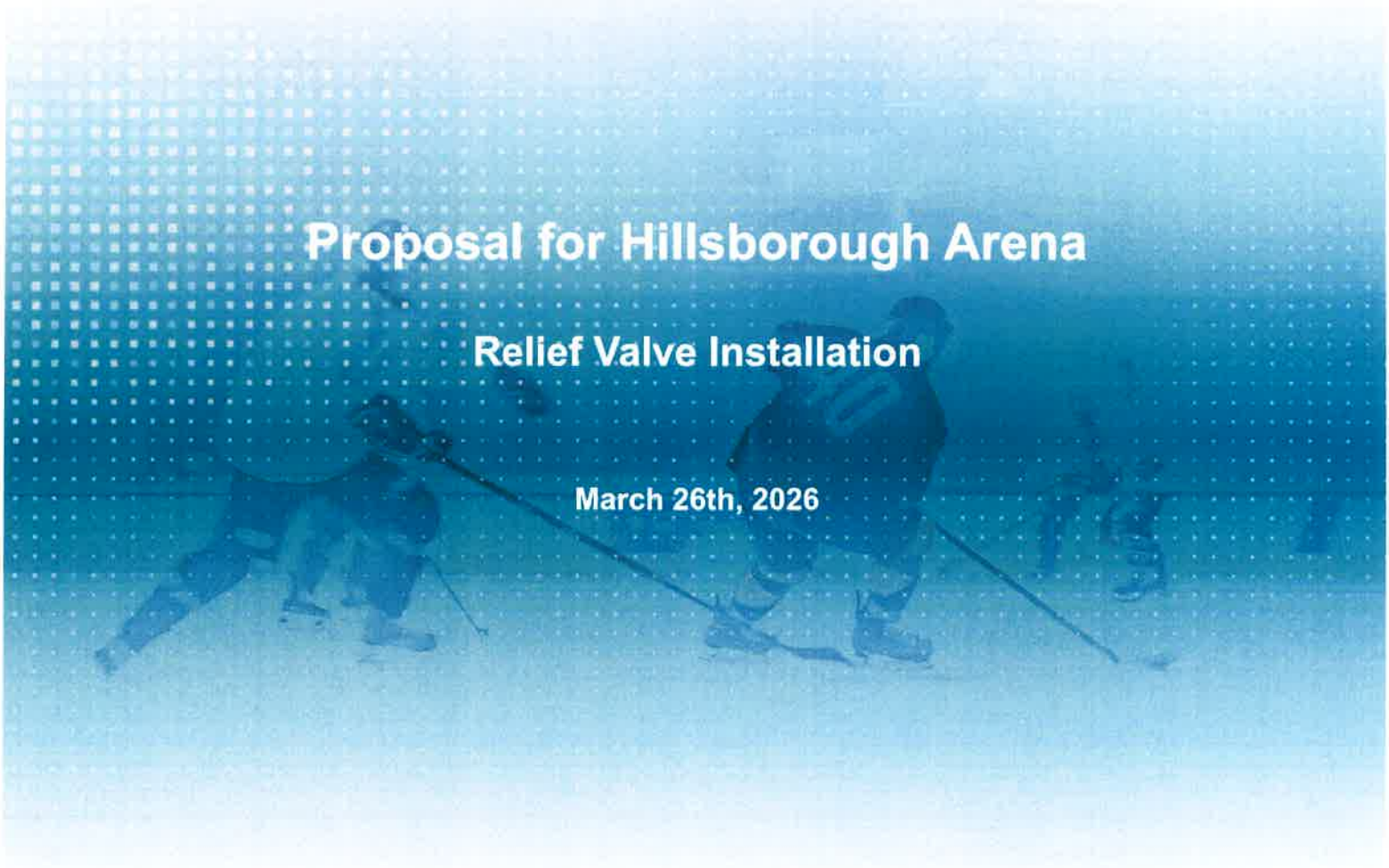
Kind Regards,

Justin Craik,
Industrial Refrigeration Division

TOROMONT | CIMCO

INNOVATIVE THERMAL SOLUTIONS

BUILT FOR YOU



Proposal for Hillsborough Arena

Relief Valve Installation

March 26th, 2026

Created by:

Andrew Gaunce,
agaunce@toromont.com
Account Manager,
CIMCO Refrigeration

Prepared for:

Ian Barrett,
operation@fundyalbert.ca
Director of Operations,
Hillsborough Arena

CIMCO Refrigeration, a division of Toromont Industries Ltd. ("CIMCO Refrigeration" or "CIMCO"), is pleased to provide pricing for a Relief Valve Installation at the Hillsborough Arena.

Scope of Work

Install Parker relief Valves

- Install 6 Parker SRH3 relief valves 3/4"-1"
- Install 2 Parker SRH2 relief valves 1/2"-1"
- Lead Time for relief valves 1 to 2 weeks
- Service Mechanics will follow all appropriate site-specific safety requirements

Budget Pricing for relief valve installation.

CIMCO Price: $1,564.00 CAD (All Taxes Extra)

Prices are valid for 30 days from the date of quotation.
Taxes not included.
Standard Terms & Conditions apply.
Based on current Bank of Canada exchange rate at time of proposal March 26th, 2026.

Exclusions

- All work required outside of CIMCO regular working hours requested or required by owner.
- Cutting/patching/sealing within building to allow for the passage of piping and conduit.
- Modification or installation of any required bases, pads, stands, seismic or other required supports for equipment
- All costs associated with opening, modifying, and repairing the building to allow for the placement and final operation of the CIMCO supplied equipment or piping.
- Additional refrigerant charge, top up of oil, inhibitors or other fluids.
- All costs associated with faulty isolation valves during pump out.
- Any programming or integration with new or existing control system unless otherwise stated.
- It is understood that CIMCO will use professional care in performing the above services and shall not be liable for failure to other components associated with this work.
- Disposal or abatement of existing refrigerant, water, asbestos, equipment, material, or any other substance not mentioned including any environmental testing or verification that may be required to complete scope of work.
- Any material or work not clearly stated within the scope of work will be the responsibility of the owner.

Agreement

The information contained in this proposal constitutes the terms between CIMCO Refrigeration, a division of Toromont Industries Ltd. and the client Hillsborough Arena.

All prices agreed upon will be honored by both parties. Continued services after that time will require a new agreement

Authorized Signature: The undersigned agrees to the terms of this contract on behalf of the organization or business

Signature of Client: _____ Date: _____

Name & Title: _____

Purchase Order: _____

Vendor: CIMCO Refrigeration, a division of Toromont Industries Ltd.

Signature of Vendor: _____ Date: _____

Name & Title: _____

TERMS AND CONDITIONS

SUBJECT TO WRITTEN APPROVAL BY A DULY AUTHORISED OFFICER OF CIMCO REFRIGERATION, A DIVISION OF TOROMONT INDUSTRIES LTD. (THE "VENDOR"), THIS QUOTATION, IF ACCEPTED IN WRITING BY THE PURCHASER, SHALL CONSTITUTE A BINDING CONDITIONAL CONTRACT OF SALE AS OF THE DATE OF THE PURCHASER'S ACCEPTANCE OR AS OF THE DATE OF THE VENDOR'S APPROVAL, WHICHEVER IS LATER. THIS QUOTATION IS INVALID IF NOT ACCEPTED BY THE PURCHASER WITHIN TEN DAYS OF THE DATE OF QUOTATION.

1. TITLE

(a) The title and ownership to and in the materials, equipment and other goods sold here under (the "goods") shall remain with the Vendor until payment in full of the Contract Price and any additional amounts payable to the Vendor pursuant to sections 2 and 10 of these Terms and Conditions. The Vendor hereby reserves, and the Purchaser hereby grants to the Vendor, a security interest in and to the goods, and the proceeds thereof, to secure the said payment and all of the other obligations of the Purchaser. At the option of the Vendor, the Purchaser will join with the Vendor in executing, in a form satisfactory to the Vendor, one or more financing statements or similar instruments pursuant to any applicable personal property security legislation. The Purchaser hereby authorizes the Vendor to file one or more such statements or instruments signed by the Vendor alone as the secured party. If the goods are to become affixed to real property, the Purchaser represents that a true and correct description of such real property and that the name of the registered owner thereof are as indicated on Page 1 of this Quotation/Contract.
(b) In the event of default by the Purchaser under the terms of payment of this contract, the full amount of the Contract Price, less any payments previously made, shall become due and payable, and the Vendor or its agent shall have the right to enter upon the premises and remove the goods, and to dispose of them as the Vendor may determine. If the proceeds from such disposal, less any related expenses, including but not limited to costs of seizure, removal and sale, and legal costs (including reasonable attorneys' fees and expenses) connected therewith (the "net proceeds"), are not sufficient to cover the amount in default, the Purchaser shall be liable to the Vendor for such deficiency. If the net proceeds exceed the amount in default such excess shall be returned to the Purchaser, and the Vendor shall not be liable further whether in respect of completion, performance, warranty or other contract terms.
(c) The Purchaser hereby waives all rights and claims against the Vendor in the event that the circumstances provided for in section 1 (b) arise, except for the express right of recovery of excess net proceeds as provided in that section.
(d) The Purchaser hereby waives the provisions of any Conditional Sales Act or other applicable legislation which limits the Vendor's rights to seize the security provided for herein, and to sue for any deficiency. The Purchaser expressly confers upon the Vendor the rights to seize and sell the goods and to recover from the Purchaser, by action on the covenant, the principal, interest and other moneys from time to time owing under this contract.
(e) Until the Contract Price has been paid in full, the Purchaser will not sell or agree to sell, or mortgage, charge or dispose of, or intentionally injure the goods or remove them from the place of initial installation.

2. PRICE ADJUSTMENTS

(a) The Purchaser shall pay all taxes, duties, levies and other charges assessed against or in respect of the goods, except those taxes, duties, levies and other charges expressly included in the Contract Price.
(b) If any taxes, duties, levies, or other charges shown to be included in the Contract Price are increased subsequent to the Date of Quotation, and increase the Vendor's costs here under, such increase shall be paid by the Purchaser to the Vendor.
(c) The Contract Price quoted herein is based on prices, costs and conditions prevailing at the Date of Quotation. Unless otherwise specified, if the estimated delivery and / or installation date is more than six months from the date of the contract, and if prior to shipment or installation there is an increase in the Vendor's costs due to increases in labor rates, cost of materials, suppliers' prices, foreign exchange, storage charges, or freight rates, such increase shall be paid to the Vendor by the Purchaser.
(d) If delivery or installation is delayed by the Purchaser, or by anyone under the Purchaser's control, for more than two months after the time estimated, any increase in those categories of the Vendor's costs listed in section 2(c) shall be paid to the Vendor by the Purchaser.
(e) All payments by the Purchaser to the Vendor under section 2 shall be in addition to the Contract Price and shall be paid at the time the final payment under the contract is due.

3. TARIFFS

The Vendor and Purchaser acknowledge that at the time of execution of this Agreement, it is unknown whether prior estimates for performance of the work will be impacted by the enactment of additional tariffs, which materially differ from those existing at the time the original estimates were received.
Both Parties acknowledge that:
i. The Contract Price quoted is based on conditions prevailing at the date of execution of the agreement
ii. Vendor has not estimated any additional tariffs
iii. Vendor will use their best efforts to source equivalent or similar products from local suppliers or alternative sources where such goods are not subject to applicable tariffs, if such alternatives are available
iv. The Purchaser and Vendor agree to use their best efforts to mitigate any cost or schedule impacts arising out of the tariffs, and
v. Vendor will pass tariffs to the Purchaser should they become enacted and are unavoidable

Subject to these acknowledgements, if any tariffs are enacted subsequent to the date of execution of the Agreement and increase the Vendor's costs, any such cost increase will be absorbed by the Purchaser unless a prior written amendment to the Agreement is executed to address such costs. Purchaser shall indemnify and hold Vendor harmless from any liability and expense by reason of Purchaser's failure to pay such tariffs.

4. LIABILITY

The Vendor shall not be liable for any losses, injuries, expenses or damages, whether direct, indirect, special, incidental, consequential or punitive, arising out of the goods, or the installation, operation, or failure of operation of the goods or related systems even if caused by the Vendor's negligence.

5. DELIVERY AND INSTALLATION

Delivery and installation times and dates are approximate and are subject to extension for delays caused by fire, strike, lockout, labor dispute, civil or military authority, riot, embargo, car shortage, wrecks or delays in transportation, Acts of God, late delivery or non-delivery by the Vendor's suppliers, changes in the scope of the work as provided in section 9 of these Terms and Conditions, or other causes beyond the reasonable control of the Vendor, and the Vendor shall not be liable for any losses or damages resulting from any such causes. Acceptance of the work shall be a waiver by the Purchaser of all claims for damages for delay from any cause whatsoever.

6. RESPONSIBILITY AND INSURANCE

(a) In respect of goods sold F.O.B. point of origin, the Vendor shall deliver the goods in good condition to a common carrier or to the Purchaser at the Vendor's shipping point, and thereupon all risks of loss or damage thereto shall pass to the Purchaser.
(b) In respect of goods sold F.O.B. job site or sold with installation, all risks of loss or damage shall pass to the Purchaser upon receipt of the goods at the job site or at the Purchaser's designated delivery point.
(c) The Purchaser shall insure the goods against loss or damage from fire, theft, malicious damage or other causes as and from the time the Purchaser becomes responsible for the goods pursuant to sections 4(a) and 4(b) of these Terms and Conditions. The face value of the insurance policy shall be in an amount not less than the Contract Price. Any loss under such insurance policy shall be made payable to the Vendor as its interest may appear until the Contract Price shall be paid in full.
(d) Upon the request of the Vendor, the Purchaser shall provide an insurance certificate as evidence of the compliance with section 4(c) of these Terms and Conditions.

7. COST ESCALATION

Purchaser and Vendor acknowledge and agree that at the time of execution of this project agreement, it is unknown whether prior estimates for performance of the Work will be impacted by further development of the design, changed market conditions, availability of labor, equipment and/or materials or other conditions which materially differ from those existing at the time prior estimates were received. Vendor agrees to make diligent and best efforts to mitigate any cost or schedule impacts arising out of these changed conditions. However, subject to such mitigation obligations of the Vendor, Purchaser agrees that Vendor shall be entitled to an equitable adjustment of the Contract Sum and/or, if applicable, the Contract Time due to the following non exhaustive list of possible events or circumstances: (1) a subcontractor will not honor its prior estimate, (2) commodity price escalation and/or commodity delivery date impacts due to the length of time between a subcontractor providing its estimate and subcontract award, (3) general conditions cost impacts due to anticipated completion dates at the time of subcontractor's estimate differing from completion dates anticipated at time subcontract award,

(4) commodity price escalation and/or delivery date impacts due to subcontractor inability to obtain firm pricing or delivery date commitments from any supplier at or near time of subcontract award; (5) cost of on-site or off-site material storage capacity to enable early receipt of certain materials when early procurement of such materials can be achieved for avoidance of price escalation or to secure availability so that the project schedule can be maintained.

8. TERMS OF PAYMENT

(a) Unless otherwise specified in this Quotation/Contract and not including municipalities as specific payment terms will be negotiated with municipalities, payment shall be made by the Purchaser to the Vendor in respect of the Contract Price as follows:
(i) Goods sold without installation: 50% upon acceptance of this quotation by the Purchaser; an amount representing the value of each shipment, payable upon delivery; and the unpaid balance upon final shipment.
(ii) Goods sold with installation: 35% upon acceptance of this quotation by the Purchaser; an additional 25% upon written notification by the Vendor to the Purchaser that the goods are ready for shipment; an additional 30% immediately after installation but prior to the commencement of operation of the goods or related systems; and a final payment of 10% upon completion.
(b) Timely payment according to the terms of this Quotation/Contract is of the essence of the contract.
(c) Payment shall be made in the specified currency.

9. WARRANTY

UNLESS OTHERWISE SPECIFIED IN THIS QUOTATION/CONTRACT, THE VENDOR WARRANTS THE GOODS AND INSTALLATION SOLD HERE UNDER AGAINST ORIGINAL DEFECTS IN MANUFACTURE AND WORKMANSHIP BY EITHER A PERIOD OF EIGHTEEN MONTHS (18) AFTER THE DELIVERY OF EQUIPMENT OR TWELVE (12) MONTHS FROM COMPLETION AS DEFINED IN SECTION 9 OF THESE TERMS AND CONDITIONS. THE LENGTH OF WARRANTY WILL BE DETERMINED BY EQUIPMENT DELIVERY OR COMPLETION OF WORKMANSHIP BY WHICHEVER AGREEMENT EXPIRES FIRST. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, STATUTORY OR OTHERWISE, EXPRESS OR IMPLIED, INCLUDING FOR MERCHANT ABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE TERMS OF THE VENDOR'S WARRANTY ARE AS FOLLOWS:

(a) In respect of goods sold without installation, the Vendor's sole liability shall be to repair or replace, at the Vendor's option, F.O.B. point of manufacture, any defective goods or parts thereof.
(b) In respect of goods sold with installation, the Vendor's sole liability shall be to repair or replace, at the Vendor's option, any defective goods or parts thereof or any defective workmanship. The Vendor shall be responsible for all of its costs in connection therewith other than the out-of-pocket expenses incurred by the Vendor's employees and agents travelling from the Vendor's nearest place of business to the job site and charges for labor performed after normal working hours at the request of the Purchaser, which latter expenses and charges shall be for the account of the Purchaser.
(c) The Vendor warrants goods not of the Vendor's manufacture only to the extent to which the Vendor is able to enforce a claim for liability against the manufacturer thereof.
(d) The Purchaser shall promptly give written notice to the Vendor after the discovery of an apparent defect.
(e) As a condition precedent to any liability by the Vendor here under, the Purchaser shall use, operate and maintain the goods and related systems in a careful, prudent, and reasonable manner, and in conformity with the Vendor's and / or the manufacturers' instructions.
(f) the foregoing constitutes the purchaser's exclusive remedy and the vendor's sole liability arising out of the design, manufacture, sale, installation, or use of the goods.
(g) This warranty shall be void if the Purchaser is in default under the terms of payment of this contract.

10. CHANGE IN SCOPE OF WORK

If the Purchaser requests a change in the scope of the work under this Quotation/Contract, the Vendor will submit a Contract Revision to the Purchaser which shall set forth the proposed changes in the work, and if the proposed changes result in an addition to or a deduction from the Contract Price, the Contract Revision shall set forth the amount of such addition or deduction. A Contract Revision shall not be binding or enforceable unless accepted in writing by the Purchaser and approved in writing by a duly authorized officer of the Vendor. Upon such acceptance and approval, the Contract Revision shall become part of the contract and, except when in consistent therewith, shall be subject to all its provisions.

11. COMPLETION AND ACCEPTANCE OF WORK

(a) In respect of goods sold without installation, "Completion" shall be deemed to occur when risk of loss of the goods passes to the Purchaser in accordance with section 4 of these Terms and Conditions.
(b) In respect of goods sold with installation, and unless otherwise defined in this
Quotation/Contract, 'Completion" shall be deemed to occur when any one of the following events takes place:
i. The Purchaser signs an acceptance certificate;
ii. The Vendor has installed and, where applicable, successfully tested the installation;
iii. The Purchaser commences regular use of the goods correlated systems;
iv. An independent expert, mutually acceptable to the Purchaser and the Vendor, certifies that the work has been completed.
(c) Nothing in subsections (a) or (b) shall relieve the Vendor from its obligation to honor the warranty provisions contained herein.
(d) The occurrence of any one of the events described in section 9(b)(i), (iii) and (iv) shall constitute acceptance of the work.

12. BONDS

Performance bonds and material and labor payment bonds will be provided by the Vendor upon request. Unless the Contract Price expressly includes the cost of such bonds, the Purchaser, in addition to the Contract Price, shall pay the cost of such bonds to the Vendor at the time of the receipt thereof by the Purchaser.

13. MISCELLANEOUS

(a) This Quotation and any resulting contract shall be governed, enforced and construed in accordance with the laws of the place of the Contract Work without regard to the rules governing conflicts of law.
(b) All rights and remedies of the Vendor under this contract and under applicable law shall be cumulative and may be exercised successively or concurrently, in any order, and on more than one occasion. The election by Vendor to exercise one remedy shall not preclude it from thereafter exercising one or more other remedies.
(c) The Purchaser agrees to pay, in addition to the other amounts payable to Vendor under the contract, all costs and expenses, including reasonable attorneys' fees, incurred by the Vendor in enforcing this contract, exercising its rights here under or collecting or attempting to collect all amounts due the Vendor here under following default by the Purchaser in the payment or performance of its obligations here under, including those incurred in connection with any bankruptcy, insolvency, liquidation, reorganization or similar proceeding involving the Purchaser.
(d) Any assignment or attempted assignment of this contract, in whole or in part, without the prior written consent of the Vendor shall be void. The Vendor may assign any of its rights, liabilities or obligations arising out of this contract without prior notice to the Purchaser and without the Purchaser's written consent except that the Vendor may not assign its warranty obligations without the Purchaser's written consent.
(e) If any provision of this contract is unenforceable, such unenforceability shall not affect the remaining terms, which shall be enforced, if the same can be done, without regard to the unenforceable provision.
(f) The headings to the paragraphs of this contract are provided for ease of reference only and shall not be construed to vary or limit the terms thereof.

THIS QUOTATION/CONTRACT CONTAINS THE COMPLETE AGREEMENT BETWEEN THE PURCHASER AND THE VENDOR, AND SUPERSEDES ALL PRIOR ORAL OR WRITTEN REPRESENTATIONS, PROMISES, AGREEMENTS OR UNDERSTANDINGS WITH RESPECT TO THE SUBJECT MATTER HEREOF.NO REPRESENTATION, PROMISE, AGREEMENT OR UNDERSTANDING ENTERED INTO OR MADE SUBSEQUENT TO THE DATE OF THE CONTRACT WHICH VARIES OR MODIFIES THE PROVISIONS OF THIS CONTRACT SHALL BE BINDING ON THE VENDOR UNLESS CONVEYED IN WRITING AND EXECUTED BY THE DULY AUTHORISED OFFICER OF THE VENDOR EXECUTING THIS QUOTATION/CONTRACT.

BUILDING PERMITS

March

WARD	Number of Permits	Value
1	0	$0
2	1	$48,160
3	0	$0
4	0	$0
5	0	$0
6	0	$0
TOTAL	1	$48,160

FUNDING

- Shoreline Trail - Project Completion Date deadline has been extended – October 29th, 2026.
- Students: SEED – Approved 1 Lifeguard position
- Students: Canada Summer Jobs – Approved 2 Lifeguards; 1 Public Works Labourer; 2 Visitor Information Counsellors; 1 Mapping Technician (total of 6). A reallocation request has been submitted to move one Visitor Information Counsellor position to a Lifeguard position, as Fundy Tourism will staff the Hillsborough VIC with one student.
- Canadian Heritage – Canada Day – Approved - $8,000
- FireSmart Program –Approved - $96,000
- AED – Canadian Red Cross – Alma Activity Centre
- Regional Service Commission – Received a "Play Box". This will be in place at the Playground on Steeves Street in the Spring.
- The Village will be receiving a picnic table from an anonymous donor for placement at the new gazebo in Alma.

FUNDY ALBERT SIGNAGE

The easement is currently with the landowner's legal counsel.

BY-LAWS AND POLICIES

- Water and Sewer By-Law including water and sewer connections, long-service charges, and local improvement cost recovery – In Progress

- A bylaw respecting the proceedings of Fundy Albert municipal council and committee meetings – Completed
- Human Resources Manual/Policy – In progress
- Review of By-Laws – As part of our ongoing efforts to ensure our municipal by-laws remain current and enforceable

OTHER

With the month of May approaching, the Village has been contacted by The Jade Centre (formerly known as the Southeast Sexual Assault Centre) with a request to display a "We Stand With Survivors" banner at the Municipal Office.

The Jade Centre provides confidential support, advocacy, and education services to individuals impacted by sexual violence throughout the Southeastern region of New Brunswick. Their work includes crisis response, counselling support, and community awareness initiatives aimed at prevention and education.

The display of this banner is intended to raise awareness, show community support for survivors, and promote the availability of local resources. This will be the third year the Village has participated in this initiative.

Fundy Albert
Friendly by Nature

Committee of the Whole – Operations Report

Director of Operations
Reporting Period: April 2026
Meeting Date: 21 April 2026

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1. Director's Operational Snapshot

1.1 Key Highlights

- **Spring cleanup operations** commenced in Alma on April 14, and progressing well through Riverside Albert and Hillsborough
- The **CityReporter platform is now fully rolled out**, with the entire workforce submitting time through the system as of the current pay period.
- Planning and coordination continue for the **Trail Town initiative**, with early agreement on guiding principles and vision.
- Preparation is underway for **community trail care days**, strengthening collaboration with local groups and partners.

1.2 Key Pressures & Risks

- Transition from arena operations to full spring workload has resulted in **increased demand on fleet resources**.
- **Workforce capacity constraints**, particularly short-notice absences, continue to impact delivery timelines (e.g., Academy Street culvert replacement deferred to May).
- Despite recent rainfall, the municipality remains in a **declared drought period**, requiring proactive management of water systems.
- A **water conservation campaign** is being prepared to support responsible system use over the coming months.

1.3 Looking Ahead (Next 30–60 Days)

- Completion of **spring cleanup operations**, transitioning directly into the **mowing season.**
- Delivery of a **volunteer trail day in early May**, supported by the Trans Canada Trail and community partners.
- Progression of the **Grey Brook Bridge project**, including collaboration with local suppliers and partners.

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2. Communications & Customer Requests

2.1 Voyent ALERT! System

Metric	Value
Total Subscribers (as of April 15, 2026)	978
Alerts Activated – Year to Date	22
Alerts Activated – Since Aug 2024	116

Voyent ALERT! continues to support timely communication of routine notices, boil water advisories, and critical events.

2.2 Service Requests / CityReporter

The **CityReporter system is now fully operational**, with all staff utilizing the platform for time tracking and task management.

The public reporting portal is active and configured to provide **automated updates via email** to residents when requests are submitted with contact information, improving transparency and communication. Residents are encouraged to submit requests through the portal, however, traditional call-in options remain available.

Staff are now recording hours worked against specific budget categories, improving visibility of resource allocation and operational effort.

CityReporter also enhances **asset management practices**, enabling:

- Daily equipment checks to be logged digitally
- Automated service alerts to replace manual tracking systems

Fundy Albert
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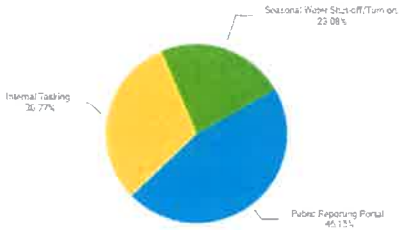
CityReporter Dashboard:

Work Order Throughput

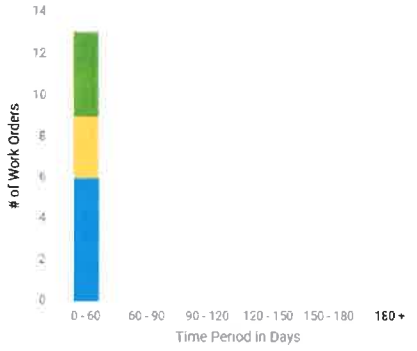
Group when below: 1.00 %

Closed Work Orders



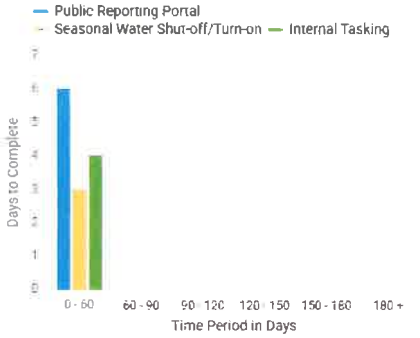
All WO Groups

Closed Work Orders



Print Dashboard Refresh

Time to Complete Work Orders

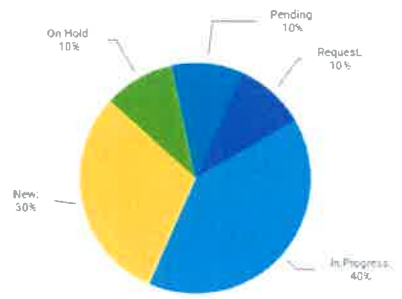


Open Work Orders and Aging

Data: Statuses for Open Work Orders

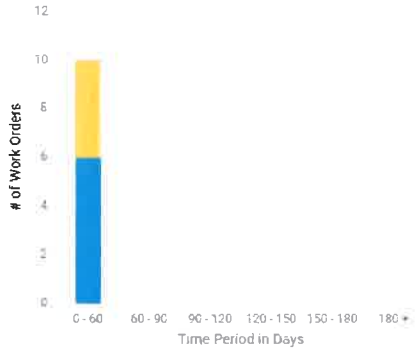
Group when below: 1.00 %

Open Work Orders : Status

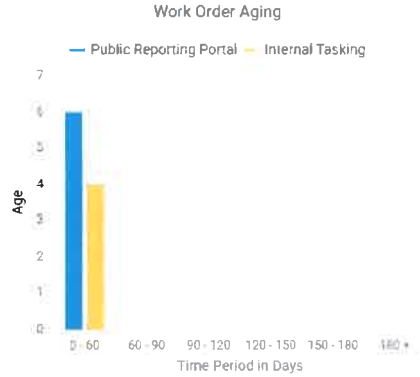


All WO Groups

Open Work Orders



Work Order Aging



Fundy Albert
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3. Facilities, Rentals & Community Use

3.1 Facility Usage & Revenue (Q1 2026)

Facility	January	February	March	Total Uses
Riverside-Albert Community Room	27	13	28	68
Riverside-Albert Rec Centre Gym	17	21	19	57
Alma Activity Centre	12	8	9	29
Alma Cultural Centre	5	2	1	8

Total Revenue (Q1): $540.00

February Revenue Drivers

- U11 Hockey Wind-up
- Union meetings

Community Usage (Free Programming)

Includes:

- Nursing Homes Without Walls
- Pickleball
- Home School Group
- Girl Guides
- Gentle Yoga
- Shepody Food Bank
- Fire Department
- Shepody Fish & Game
- Anglophone East Family & Early Childhood
- Bingo
- Game Nights and Community Meetings

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3.2 Facility Updates

Arena

- Arena closed for the **2025/26 season**.
- A **post-season operational report** will be developed.
- Fire Marshal has confirmed **summer use is permitted** for appropriate activities.
- Early interest indicates strong **demand for off-season usage**.

Facilities – Elections

- Riverside-Albert Rec Centre and Alma Activity Centre will be used for **elections in early May**, with temporary disruption expected.
- Regular users are being notified.

Lease & Rental Review

- Review of all facility agreements is ongoing to ensure:
  - Appropriate **liability coverage**
  - Clearly defined **user responsibilities**

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4. Water & Wastewater Operations

- One isolated boil water advisory occurred at Riverside Consolidated School due to a high coliform result; subsequent testing confirmed no contamination, indicating a sampling anomaly.
- Sampling procedures have been reviewed to mitigate recurrence.
- All systems have remained stable, with less turbidity impact than anticipated during spring runoff.
- A hydrant and valve condition survey is underway (4–5 weeks), supporting improved asset management and maintenance prioritization.
- A new Approval to Operate by DELG is being developed to reflect:
  - The commissioning of the new Alma Water Project
  - Updated provincial sampling requirements

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5. Public Works & Service Areas

5.1 Spring Cleanup

- Alma: April 14–16
- Riverside-Albert: April 16- Ongoing
- Hillsborough:
- Transition directly into mowing season and summer routine

5.2 Roads & Drainage

- Multiple culvert issues identified across communities:
  - Collapsed or failing culverts
  - Blockages causing standing water
- Key locations include:
  - Golf Club Road
  - Surrey Hill / Page Street
  - Academy Street
  - King Street
  - Forest Drive
  - Scenic Drive

5.3 Policy Gaps Identified

- **Culvert & Driveway Policy Review Required**
  - Current inconsistencies across former villages
  - Need to standardize responsibilities and cost allocation
- **Traffic Control & Crosswalk Requests**
  - Increasing public requests
  - No formal evaluation process currently exists
  - Requires structured policy aligned with asset management principles

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5.4 Trails

- Trail Town initiative progressing with **guiding principles and vision** established.

- Planned **Trail Care Days (Collaboration with community groups and volunteers)**:
  - Hillsborough – May
  - Riverside-Albert – June
  - Summer (covered bridges focus)
- Events supported by the Trans Canada Trail and community groups.
- More detail to be shared on social media when confirmed.

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6. Fleet & Equipment Status

- All five in-service vehicles currently operational.
- Increased seasonal demand may impact availability.
- Key risk remains:
  - Loss of any vehicle significantly impacts service delivery
- Sewer camera now operational:
  - Supporting culvert inspections
  - Planned integration into wastewater inspection program

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7. Internal Capital / Administration-Led Projects

Community Pool Repairs

- Addressed through Council Report Form; pending funding decisions.

Arena Ventilation System

- Installation complete; awaiting final inspection and handover.

Grey Brook Walking Trail Bridge

- Englobe providing in-kind engineering services (up to $5,000)
- Collaboration discussions underway with local partners for design and construction

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8. Major Capital Projects (By Ward)

Ward 1 – Alma

- Alma Water Project nearing commissioning; approvals under review.
- PMHP Scenic Drive progressing through design phase with WSP.

Ward 2

Nil

Ward 3

- Hillsborough Water Exploration progressing:
  - Surveying of clearing limits completed
  - Clearing planned (subject to environmental restrictions)

Ward 4

Nil.

Ward 5

Nil.

Ward 6

- Greensboro Lagoon:
  - Finalizing construction easements (April)
  - Finalizing remaining permits (Apr/May)
  - Conduct a public meeting (Early May)
  - Put a tender out for construction (May)

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9. Upcoming Council Considerations / CRFs

The following Council Report Forms (CRFs) are anticipated to support ongoing operational and strategic requirements:

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Asset Management Policy & Framework

- **What:** Establishes a structured approach to managing municipal assets.
- **Why:** Provides clarity on service levels, lifecycle planning, and long-term financial sustainability. Having an Asset Management policy is a requirement for capital renewal funding.
- **Gap Addressed:** Lack of formalized decision-making framework linking assets, service levels, and budgeting.

Asset Management Committee

- **What:** Creation of a Council-level committee to oversee asset management planning.
- **Why:** Ensures alignment between Council priorities, operational planning, financial decisions, and to set service standards.
- **Gap Addressed:** Need for governance structure to guide long-term infrastructure investment.

Culvert & Driveway Policy Review

- **What:** Standardization of responsibilities and cost-allocation across all communities.
- **Why:** Current inconsistencies create inequity and operational inefficiencies.
- **Gap Addressed:** Misalignment between former village policies and service expectations.

Traffic Control / Crosswalk Policy

- **What:** Formal process for evaluating and prioritizing traffic-related requests.
- **Why:** Increasing demand requires consistent, defensible decision-making.
- **Gap Addressed:** No current framework for assessing requests based on risk and need.

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Meeting date: April 21, 2026
Department Report: Finance

Date: April 14, 2026

Department: Finance

Brief

The Finance Department is completing final adjustments to the 2024 audit documentation, preparing required backup files, and continuing work on the 2025 audit file.

Income Statements/Bank **Balance**
Please see below for balances as of March 31st, 2026:

General (Appendix I – General Monthly Budget Report – Mar 2026)
- Available Bank Balance: $1,215,827
- Net Income/Loss: $148,701

Alma Utility (Appendix II – Alma Utility Monthly Budget Report – Mar 2026)
- Available Bank Balance: $10,390 - plus $50,000 overdraft
- Net Income/Loss: $64,256

Hillsborough Utility (Appendix III – Hillsborough Utility Monthly Budget Report – Mar 2026)
- Available Bank Balance: $176,128
- Net Income/Loss: $76,338

Riverside-Albert Utility (Appendix IV – Riverside-Albert Utility Monthly Budget Report –Mar 2026)
- Available Bank Balance: $143,462 plus $100,000 overdraft (Submitted Cancellation request to Bank for Overdraft in March 2026)
- Net Income/Loss: $40,718

Please note: Net Income/Losses are subject to change due to Outstanding Expenses

Receivables

Finance has currently completed billing for Hillsborough Utility 1st Quarter and, Alma and Riverside-Albert Utility 2nd Quarter Billing.

In collections efforts, letters of Disconnection Warning and Disconnection Notices were sent out late March to Overdue Accounts over two (2) quarters. Within the coming week, those who have not set up a payment arrangement or payment in full, will be followed up with a Disconnection Notice or Door Notice.

See chart below for update collection efforts:

Department	61-90 (02/26)	61-90 (03/26)	91+ (02/26)	91+ (03/26)	Arrears*
Alma Utility	-	41,886	26,853	20,147	12,807
Riverside-Albert Utility	-	21,929	23,203	21,666	37,998
Hillsborough Utility	1,000	45,196	45,452	40,944	13,638
General	32,833	6,369	3,295	35,823	5,687

*Arrears – These amounts have been sent to collections/services disconnected
**Credits were removed from report to show more accurate picture of receivables

2023 Audit

Surplus/Deficits

- General - $276,973 ($176,943 more than budgeted in 2025)
- Alma Utility - $(16,339) (No surplus/deficit was budgeted)
- Hillsborough Utility - $49,239 ($14,246 less than budgeted in 2025)
- Riverside-Albert Utility - $7,932 (No surplus/deficit was budgeted)

Asset Retirement Obligations (ARO)

The Public Sector Accounting Board Standards require each municipality disclose all of its liabilities (effective fiscal year of 2023), with any future Asset Retirement Obligations (ARO). ARO applies to the following items:

- Removal of asbestos and other similar hazardous material in buildings
- Decommissioning of nuclear facilities
- Decommissioning of underground storage tanks
- Closure and post-closure obligations associated with mining activities
- Closure and post-closure obligations associated with landfills
- Closure and post-closure obligations associated with other works and infrastructure
- Closure and post-closure obligations with waste storage facilities
- Closure and post-closure obligations associated with oil and gas production facilities
- Removal of leasehold improvements, notably costs associated in the restoration of the leased premises to their original state
- Activities related to demilitarization or disarmament for all asset categories
- Retirement activities linked to ships, boats, aircraft and other vehicles
- Retirement activities linked to machinery and equipment
- Retirement activities linked to informatics

Potential ARO's highlighted by the Auditor include:

- Landfill – Municipality owns an old landfill, but it has been closed for 20+ years.
- Asbestos removal – For buildings that contains asbestos, existing regulations across all jurisdictions in Canada require the entity to handle and dispose of it in a prescribed manner when the building undergoes renovations or is demolished. We have old structures this may apply to.
- The municipality has sewage lagoons. All lagoons are active and there are no plans to close anytime soon. The remining estimated useful life of these lagoons needs to be determined and the costs be to decommission or required upgrade/replacement

The next step is to engage a qualified engineer to prepare an engineered report in accordance with ARO standards, which will support the inclusion of the required note in the financial statements. In coordination with the Director of Operations, a Request for Quotation (RFQ) has been posted on NBON for this work.

Finance has consulted with Community Finance regarding the absence of the ARO note in the 2023 financial statements. We have been advised that, where the report is in progress, the current statis is acceptable. This is a new reporting requirement and is not included in the current NB Municipal Financial Reporting Guide; however, it will be incorporated into the updated guide scheduled for release in the near future.

Loan Covenants

Due to the delay of our Audited Financial Statements, we were not in compliance with the Bank in regard to the Short-Term Borrowing Covenants, but in the interim, we have been able to satisfy the bank with interim unaudited financial statements to maintain our current borrowing.

Fundy Albert General **Target:** 25% **March 31, 2026**

Budget vs. Actual

Line Name	Line #	Budget Amount	Actual Amount	%	Notes
REVENUE					
Warrant	-	5,809,732	1,454,166	25%	Adjustment for January & February to Occur in March
Fiscal Capacity Funding	-	348,977	87,244	25%	Adjustment for January & February to Occur in March
Fire (to Rural District)	1.3.2.2.4	18,696	9,348	50%	Received First Half of Allocation
Roads & Streets (4.574 Lane Km)	1.3.2.3.3	11,321	-	0%	
Recycling Products	1.4.4.3.9	92,636	17,338	19%	Delay in Receiving March Amount
Community Centre (Hall)	1.4.7.1.2	13,000	3,218	25%	
Swimming Pools, Beaches, Marinas	1.4.7.1.3	6,000	-	0%	Not Open Until June/July 2026
Skating Rink & Arena	1.4.7.1.5	135,000	63,447	47%	Arena Open 6 Months Annually
Cultural Buildings & Facilities	1.4.7.2.1	24,120	5,280	22%	
Construction (including RSC)	1.5.1.7.3	45,000	-	0%	Receive Revenue Quarterly - Not Arrived
Structures, Other	1.5.3.2.8	16,362	4,114	25%	
Interest on Investments	1.5.5.2.1	24,000	5,698	24%	
Miscellaneous, Other		-	15,814		
Conditional Transfers (Federal)	1.7.1.9.8	7,986	2,000	25%	Budgeted Grants - Summer/Trans Canada Trail Care Grant
Conditional Transfers (Other)	1.7.5.2.9	1,917	1,000	52%	Grants Received in Summer
			30,000		Deferred Revenue - LG - Accounting
Surplus from Previous Year	1.9.1.1.1	184,367	-	0%	Annual Revenue
Operating Reserve	1.91.2.1	100,000	-	0%	Healthy Operating - No Reason to Withdraw
Utility Fund	1.9.2.1.1	363,511	90,878	25%	Billed Quarterly
Adjustment for payment in lieu of taxes (PILT)	1.9.9.1.1	687	-	0%	Annual Revenue

Total Revenue		**7,203,312**	**1,789,545**		
EXPENSES					
Mayor: Personnel	2.1.1.1.1	42,172	10,000	24%	
Mayor: Other	2.1.1.1.9	9,500	1,777	19%	
Councillors: Personnel	2.1.1.3.1	130,130	27,041	21%	1 Councillor Seat Vacant
Councillors: Other	2.1.1.3.9	8,000	229	3%	Low Expenses Submitted
Development Seminars	2.1.1.4.1	3,500	-	0%	No Development Seminars to Date
Other Legislative Costs	2.1.1.9.9	3,500	646	18%	
			5,000		Includes Employee Policy Review - Funded through LG
Manager, Administrator: Personnel	2.1.2.1.1	123,549	28,972	23%	
Manager, Administrator: Other	2.1.2.1.2	2,500	1,563	63%	Includes Trips to Meet w/ Ministers w/ Mayor
Clerk: Personnel	2.1.2.1.3	141,828	31,601	22%	
Human Resources: Other	2.1.2.1.5	11,692	10,416	89%	PW Tracking Program Per Budget
Office Building	2.1.2.1.7	128,027	24,795	19%	Building Repairs Low/New Sound Sys. Not Installed
Legal Services	2.1.2.1.8	60,000	8,238	14%	Legal Low
Other Administrative Services	2.1.2.1.9	37,920	26,029	69%	Majority of Budget - Worksafe NB Annual Fees
Financial Management, Administration: Personnel	2.1.2.2.1	69,892	16,072	23%	
Accounting: Personnel	2.1.2.2.3	62,306	14,040	23%	
Accounting: Other	2.1.2.2.4	15,000	-	0%	
			30,000		e6 - Offset by Deferred Revenue
External Audit: Audit Fees	2.1.2.2.6	25,000	-	0%	Annual One-Time Cost
Purchasing: Other	2.1.2.2.8	99,714	31,099	31%	HST Rebate Completed Following Month
Civic Relations	2.1.2.5.2	5,000	-	0%	
Training & Development	2.1.2.5.9	17,500	490	3%	

Assessment Service Fee	2.1.2.9.1	133,724	-	0%	Annual One-Time Cost
Regional & Collaborative Services (RSC)	2.1.2.9.2	7,415	1,854	25%	
Other General Administration Services		-	26,350		Items Funded through Grants
Conventions & Delegations	2.1.2.9.3	7,500	-	0%	
Liability Insurance	2.1.2.9.4	54,646	12,993	24%	Awaiting Updated Insurance Breakdown
Municipal Association Membership	2.1.2.9.5	11,600	7,634	66%	UMNB & FCM & MPWWA for 2026
Other, Grants	2.1.9.5.9	17,000	12,000	71%	Community Grants Paid/Sponsorship Left
RCMP	2.2.1.9.4	1,119,794	279,949	25%	Billed Quarterly
Firefighting Force: Personnel	2.2.4.2.1	86,258	-	0%	
Firefighting Force: Other	2.2.4.2.9	57,085	19,488	34%	Budget Line Consists of One-Off Expenses
Fire Alarm Systems	2.2.4.3.1	58,032	7,626	13%	No Repair Replacements Purchased
Water Cost	2.2.4.3.2	13,280	-	0%	Billed Annually
Station & Building	2.2.4.3.3	88,019	18,936	22%	
Fighting Equipment	2.2.4.3.4	242,449	31,697	13%	No New Equipment Purchased W/Budget
Fire Investigation	2.2.4.4.2	2,000	-	0%	
Fire Prevention	2.2.4.4.3	3,500	232	7%	Annual One-Time Costs
Fire Training & Development	2.2.4.6.9	15,875	4,996	31%	More Training in Spring/Fall
Fire Contractual Agreement with Other LG	2.2.4.9.1.1	417,702	104,426	25%	Billed Quarterly
Other EMO Services	2.2.5.9.9	13,320	514	4%	Contingency Not Used
By-Law Enforcement: Other	2.2.9.1.9	106,490	33,894	32%	Deposit,1st & 2nd Quarter Invoice
Animal & Pest Control: Other	2.2.9.4.9	18,336	4,584	25%	First Quarter Invoice
Regional Public Safety Committee (RSC)	2.2.9.7.1	1,271	318	25%	
Common Services Administration: Personnel	2.3.1.1.1	268,543	57,664	21%	
Common Services Administration: Other	2.3.1.1.9	4,140	1,129	27%	
Workshops, Yards & Other Buildings: Personnel	2.3.1.5.1	423,670	74,422	18%	Only 14% of On-Call Budget Used to Date/OT Down

General Equipment	2.3.1.5.3	189,894	46,114	24%	
Workshops, Yards & Other Buildings: Other	2.3.1.5.9	55,643	16,580	30%	Summer Tool Stock Purchased/Some of Tool Budget
Summer Maintenance: Private Contract	2.3.2.3.2.1	279,000	-	0%	
Summer Maintenance: DTI	2.3.2.3.2.2	28,213	-	0%	
Sidewalks	2.3.2.33	6,000	984	16%	
Culverts & Drainage Ditches	2.3.2.3.4	95,975	52	0%	
Snow & Ice Removal: Private Contract	2.3.2.3.8.1	276,638	148,657	54%	6 Months Expense - Extra Sand Required
Snow & Ice Removal: DTI	2.3.2.3.8.2	63,630	-	0%	
Bridges, Viaduct, Causeway & Grade Separations	2.3.2.4.9	20,000	-	0%	
Street Lights: Power	2.3.2.5.2	82,397	21,496	26%	
Street Signs	2.3.2.6.1	7,500	1,867	25%	
Regional Transport: Contribution to RSC	2.3.3.3.1	1,812	453	25%	
Collection: RSC	2.4.3.2.9	592,260	148,065	25%	
Disposal: Tipping Fees (RSC)	2.4.3.3.2	105,656	26,495	25%	
Public Health: Other	2.5.1.9.1	4,895	1,224	25%	
Local Planning: Contribution to RSC	2.6.1.1.2	219,849	54,962	25%	
Beautification & Rehabilitation of Lands	2.6.2.1.3	14,900	1,563	10%	Budget Line Consists of One-Off Expenses
Tree Removal & Planting	2.6.2.2.1	5,000	-	0%	
Natural Resources Development: Other	2.6.2.2.9	4,750	-	0%	
Tourist Bureau	2.6.9.1.1	30,017	6,068	20%	Summer Staff/VIC Costs Not Occurred
Tourist Camps, Parks, Etc	2.6.9.1.2	8,966	571	6%	
			6,008		New Picnic Tables & Garbage Bins - Funded by RDC
Promotion of Tourist Attraction	2.6.9.1.3	250	-	0%	
Tourism: Contribution to RSC	2.6.9.1.8	1,266	316	25%	
Community Development: Contribution to RSC	2.6.3.1.1	3,987	997	25%	

Economic Development Administration: Other	2.6.7.1.2	20,000	318	2%	
Recreation Administration: Other	2.7.1.1.9	17,000	300	2%	
Community Centres & Halls: Other	2.7.1.2.9	82,903	27,744	33%	New Chairs & Tables - Funded by RDC/Prop. Tax Paid
			4,857		
Swimming Pools, Beaches, Marinas: Personnel	2.7.1.3.1	27,532	-	0%	Opens in June/July
Swimming Pools, Beaches, Marinas: Other	2.7.1.3.1	31,856	438	1%	Opens in June/July
Skating Rinks & Arenas: Personnel	2.7.1.5.1	114,457	55,313	48%	Open During Winter Months - On Target
Skating Rinks & Arenas: Other	2.7.1.5.9	176,567	42,791	24%	Waiting on Black & Mac Ventaliation Invoice
Parks & Playgrounds: Personnel	2.7.1.8.1	21,572	-	0%	
Parks & Playgrounds: Other	2.7.1.8.9	12,371	1,573	13%	
			6,008		New Picnic Tables & Garbage Bins - Funded by RDC
Cultural Buildings & Facilities: Other	2.7.2.2.9	16,478	8,672	53%	Prop. Tax Paid
Museums: Other	2.7.2.4.9	10,120	4,928	49%	Prop. Tax Paid
Libraries: Other	2.7.2.5.9	37,054	7,324	20%	
Other Recreation: Contribution to RSC	2.7.5.1.1	1,246	309	25%	
Interest on Long Term Debt	2.8.1.1.1	35,869	-	0%	
Principal Installments	2.8.1.1.2	91,000	-	0%	
Short Term Interest for Capital Projects	2.8.1.1.6	63,210	27,847	44%	Lease Payments Budgeted Until End of June
Cost of Issing & Selling New Debentures	2.8.1.9.2	12,000	-	0%	
Banking Service Charge	2.8.1.9.3	8,000	1,237	15%	
Transfer to Capital Reserve	2.8.2.1.1	157,200	-	0%	
Total Expenses		**7,203,312**	**1,640,843**		
Net Income/Loss		**-**	**148,701**		

Hillsborough Utility **Target:** 25% **March 31, 2026**

Budget vs. Actual

Line Name	Line #	Budget Amount	Actual Amount	%	Notes
REVENUE					
Sale of Water: Residental	1.4.4.1.1	297,976	71,192	24%	1st Quarter Billing - March 31, 2026
Sale of Water: Commercial	1.4.4.1.2	-			
Sale of Water: Own Government	1.4.4.1.5	-			
Wastewater Disposal: Residental	1.4.4.2.1	314,924	75,227	24%	1st Quarter Billing - March 31, 2026
Wastewater Disposal: Commercial	1.4.4.2.2	-			
Wastewater Disposal: Own Govern.	1.4.4.2.5	-			
Connection & Service Charge	1.4.4.5.1	-			
Interest	1.5.6.2.1	6,500	4,304	66%	
Water Supply (Fire)	1.5.7.2.0	8,280	-	0%	
Misc. Other	1.5.9.5.9	200	10	5%	
Unconditional Transfer: Other Government	1.6.3.0.0	-			
Combined Surplus from Second Previous	1.9.1.1.4	123,222	-	0%	
Operating Reserve Fund	1.9.1.2.1	46,000	-	0%	
TOTAL REVENUE		**797,102**	**150,733**		
EXPENSES					
Water Supply - Administration: Other	2.4.1.1.9	101,891	19,693	19%	Utility Billed Quarterly/Mar HST Not Included
Purification Treatment: Other	2.4.1.2.9	28,328	3,741	13%	Contingency Not Used
Source of Supply: Other	2.4.1.3.9	195,631	6,698	3%	Water Exploration Project Planning Phase

Transmission & Distribution: Other	2.4.1.4.9	27,401	1,131	4%	Contingency Not Used
Power & Pumping: Other	2.4.1.5.9	18,217	8,129	45%	Annual Generator Maintenance & Repairs
Water Supply - Other	2.4.1.9.9	-			
Wastewater Disposal - Administration: Other	2.4.2.1.9	69,759	12,993	19%	Utility Billed Quarterly/Mar HST Not Included
Wastewater Collection: Other	2.4.2.2.9	20,000	1,378	7%	Contingency Not Used
Wastewater Lift Station: Other	2.4.2.3.9	47,967	7,220	15%	Annual Maintenance Not Completed
Wastewater Treatment & Disposal	2.4.2.4.9	81,353	13,413	16%	Contingency Not Used
Wastewater Disposal - Other	2.4.2.9.9	-			
Wastewater Disposal - Interest on Long Term Debt	2.8.5.1.1	54,753	-	0%	
Wastewater Disposal - Principal Installments	2.8.5.1.2	84,000	-	0%	
Water Supply - Interest on Long Term Debt	2.8.6.1.1	-			
Water Supply - Principal Installments	2.86.1.2	-			
Water Supply - Interest on Short Term Borrowing	2.8.6.1.4	-			
Deficit from 2nd previous year	2.8.7.5.3	-			
Capital Water Fund	2.8.7.6.1	67,802	-	0%	
Operating Water Reserve	2.8.7.6.2	-			
Capital Wastewater Fund	2.8.7.6.3	-			
Operating Wastewater Reserve	2.8.7.6.4	-			
TOTAL EXPENSES		**797,102**	**74,394**		
Net Income/Loss		**$ -**	**$ 76,338**		

Riverside-Albert Utility **Target:** 25% **March 31, 2026**

Budget vs. Actual

Line Name	Line #	Budget Amount	Actual Amount	%	Notes
REVENUE					
Sale of Water: Residental	1.4.4.1.1	111,216	27,804	25%	1st Quarter Billing
Sale of Water: Commercial	1.4.4.1.2	10,192	2,523	25%	1st Quarter Billing
Sale of Water: Industrial	1.4.4.1.3	8,607	8,607	100%	Billed for the Year
Sale of Water: Instiutional	1.4.4.1.4	65,318	16,330	25%	1st Quarter Billing
Sale of Water: Own Government	1.4.4.1.5	3,854	3,854	100%	Billed for the Year
Wastewater Disposal: Residental	1.4.4.2.1	66,384	16,476	25%	1st Quarter Billing
Wastewater Disposal: Commercial	1.4.4.2.2	7,728	1,842	24%	1st Quarter Billing
Wastewater Disposal: Instiutional	1.4.4.2.4	50,408	12,602	25%	1st Quarter Billing
Wastewater Disposal: Own Govern.	1.4.4.2.5	620	620	100%	Billed for the Year
Connection & Service Charge	1.4.4.5.1	-			
Interest	1.5.6.2.1	3,567	1,152	32%	1st Quarter Billing
Water Supply (Fire)	1.5.7.2.0	5,000		0%	
Misc. Other	1.5.9.5.9	-	20		
Unconditional Transfer: Other Government	1.6.3.0.0	-	-		
Combined Surplus from Second Previous	1.9.1.1.4	129,244	-	0%	
TOTAL REVENUE		**462,138**	**91,830**		
EXPENSES					
Water Supply - Administration: Other	2.4.1.1.9	93,361	19,600	21%	Utility Billed Quarterly/Mar HST Not Included

Purification Treatment: Other	2.4.1.2.9	31,287	7,690	25%	
Source of Supply: Other	2.4.1.3.9	28,032	681	2%	Water Tower Maintenance Not Completed
Transmission & Distribution: Other	2.4.1.4.9	27,780	2,917	11%	Contingency Not Used
Power & Pumping: Other	2.4.1.5.9	17,369	5,232	30%	Gen. Maintenance Completed/Power High
Water Supply - Other	2.4.1.9.9	-	292	-	Dehumidifier - RA Office
Wastewater Disposal - Administration: Other	2.4.2.1.9	63,261	12,900	20%	Utility Billed Quarterly/Mar HST Not Included
Wastewater Collection: Other	2.4.2.2.9	10,000	-	0%	
Wastewater Lift Station: Other	2.4.2.3.9	20,356	1,241	6%	Specialized Maintenance Not Complete
Wastewater Treatment & Disposal	2.4.2.4.9	5,769	43	1%	Vegetation Control Project Not Commenced
Wastewater Disposal - Other	2.4.2.9.9	-			
Wastewater Disposal - Interest on Long Term Debt	2.8.5.1.1	4,123		0%	
Wastewater Disposal - Principal Installments	2.8.5.1.2	9,500		0%	
Water Supply - Interest on Long Term Debt	2.8.6.1.1	34,063		0%	
Water Supply - Principal Installments	2.86.1.2	34,500		0%	
Water Supply - Interest on Short Term Borrowing	2.8.6.1.4	5,000	516	10%	
Deficit from 2nd previous year	2.8.7.5.3	-			
Capital Water Fund	2.8.7.6.1	-			
Operating Water Reserve	2.8.7.6.2	-			
Capital Wastewater Fund	2.8.7.6.3	77,737	-	0%	
Operating Wastewater Reserve	2.8.7.6.4	-			
TOTAL EXPENSES		**462,138**	**51,112**		
Net Income/Loss		**$ -**	**$ 40,718**		

Alma Utility **Target:** 25% **March 31, 2026**

Budget vs. Actual

Line Name	Line #	Budget Amount	Actual Amount	%	Notes
REVENUE					
Sale of Water: Residental	1.4.4.1.1	205,766	53,544	26%	1st Quarter Billing
Sale of Water: Commercial	1.4.4.1.2	-			
Sale of Water: Own Government	1.4.4.1.5	-			
Wastewater Disposal: Residental	1.4.4.2.1	132,183	31,194	24%	1st Quarter Billing
Wastewater Disposal: Commercial	1.4.4.2.2	-			
Wastewater Disposal: Own Govern.	1.4.4.2.5	-			
Connection & Service Charge	1.4.4.5.1	-			
Interest	1.5.6.2.1	3,600	920	26%	1st Quarter Billing
Misc. Other	1.5.9.5.9	100	-	0%	
Unconditional Transfer: Other Government	1.6.3.0.0	30,000	30,000	100%	Billed Annually
Combined Surplus from Second Previous	1.9.1.1.4	64,500	-	0%	
TOTAL REVENUE		**436,149**	**115,658**		
EXPENSES					
Water Supply - Administration: Other	2.4.1.1.9	92,704	19,238	21%	Utility Billed Quarterly/Mar HST Not Included
Purification Treatment: Other	2.4.1.2.9	12,772	1,911	15%	Contingency Not Used
Source of Supply: Other	2.4.1.3.9	1,126	749	66%	Prop. Tax Paid for the Year
Transmission & Distribution: Other	2.4.1.4.9	34,404	4,917	14%	Contingency Not Used
Power & Pumping: Other	2.4.1.5.9	23,841	4,059	17%	New Facilities Just Came Online (Power)

Water Supply - Other	2.4.1.9.9	-	-		
Wastewater Disposal - Administration: Other	2.4.2.1.9	66,245	12,538	19%	Utility Billed Quarterly/Mar HST Not Included
Wastewater Collection: Other	2.4.2.2.9	9,000	-	0%	Contingency Not Used
Wastewater Lift Station: Other	2.4.2.3.9	22,625	2,393	11%	Contingency Not Used
Wastewater Treatment & Disposal: Other	2.4.2.4.9	46,892	5,243	11%	Contingency Not Used
Wastewater Disposal - Other		1,513	353	23%	
Wastewater Disposal - Interest on Long Term Debt	2.8.5.1.1	10,907	-	0%	
Wastewater Disposal - Principal Installments	2.8.5.1.2	29,000	-	0%	
Water Supply - Interest on Long Term Debt	2.8.6.1.1	12,407	-	0%	
Water Supply - Principal Installments	2.86.1.2	32,800	-	0%	
Water Supply - Interest on Short Term Borrowing	2.8.6.1.4	30,000	-	0%	
Deficit from 2nd previous year	2.8.7.5.3	-			
Capital Water Fund	2.8.7.6.1	-			
Operating Water Reserve	2.8.7.6.2	-			
Capital Wastewater Fund	2.8.7.6.3	9,913	-	0%	
Operating Wastewater Reserve	2.8.7.6.4	-			
TOTAL EXPENSES		**436,149**	**51,401**		
Net Income/Loss		**$ -**	**$ 64,256**		