

1. Call to Order
2. Adoption of Agenda
3. Conflict of Interest Declarations
4. Meeting Minutes
  - a. May 1, 2026 – Special Meeting
  - b. May 5, 2026 – Regular Council Meeting
5. Correspondence
  - a. Tanya Cooper, Municipal Returning Officer – Declaration after Poll has been taken
6. Presentation – Retiring Members of Council
7. Administration of Oath of Office
8. Adjournment

Present: Mayor Campbell  
Councillor Ward-Russell  
Councillor Jonah  
Councillor Coates  
Councillor Elderkin  
Councillor Land

Staff Present: Kim Beers – Director, Legislative Services/Clerk  
Sean Wallace – CAO

### CALL TO ORDER

*Mayor Campbell* called the meeting to order at 5:00 pm.

### ADOPTION OF AGENDA

IT WAS MOVED by *Councillor Elderkin* and **SECONDED** by *Councillor Coates* THAT the agenda be adopted.

**MOTION CARRIED** (unanimously)

### CONFLICT OF INTEREST DECLARATIONS

*Mayor Campbell* declared a Conflict of Interest for Closed Session – Local Governance Act 68 (1) (c).

### CLOSED SESSION

IT WAS MOVED by *Councillor Land* and **SECONDED** by *Councillor Elderkin* THAT Council have an in-camera session at 5:01 pm.

**MOTION CARRIED** (unanimously).

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

*Mayor Campbell* exited the meeting at 5:36 pm

Local Governance Act, SNB 2017, 68(1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract

*Deputy Mayor Elderkin* called the meeting back to open session at 5:51 p.m. and advised that *Mayor Campbell* had left the meeting after declaring a conflict of interest.

## MOTIONS

### Appointment

**IT WAS MOVED** by *Councillor Jonah* **SECONDED** by *Councillor Land* **THAT**

**WHEREAS** the current Treasurer, Jillian Hutchinson, has submitted her resignation effective May 11, 2026;

**BE IT RESOLVED THAT** Council appoints Krista Ronalds as Acting Treasurer for the Village of Fundy Albert, effective May 4, 2026, to carry out the duties and responsibilities of the Treasurer on an interim basis until such time as a permanent appointment is made;

**BE IT FURTHER RESOLVED THAT** the Acting Treasurer is authorized to exercise all financial signing authority as required under municipal policy and applicable legislation.

**MOTION CARRIED** (unanimously)

### Recruitment

**IT WAS MOVED** by *Councillor Land* **SECONDED** by *Councillor Jonah* **THAT**

**WHEREAS** the Treasurer is a statutory officer of Council and the position requires specialized municipal financial, accounting, budgetary, audit, internal control, and legislative knowledge;

**AND WHEREAS** Council has an interest in ensuring that the recruitment process for a new Treasurer is professional, transparent, competitive, and defensible;

**NOW THEREFORE BE IT RESOLVED THAT** Council authorize the Chief Administrative Officer to engage Accountant Staffing to conduct a personnel search for a new Treasurer;

**AND BE IT FURTHER RESOLVED THAT** the Chief Administrative Officer be authorized to take the necessary administrative steps to proceed with the recruitment process, while preserving Council's authority to appoint the Treasurer

**MOTION CARRIED** (*Nay, Councillor Coates; Aye, Councillor Elderkin; Councillor Land; Councillor Ward-Russell; and Councillor Jonah*)

## ADJOURNMENT

**IT WAS MOVED** by *Councillor Ward-Russell* **THAT** the meeting be adjourned at 5:53 pm.



Fundy Albert Special Meeting Minutes  
Date: Friday, May 1, 2026  
Time: 5:00 P.M.  
Location: 61 Academy Street, Hillsborough

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Mayor

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Clerk

Present: Mayor Campbell  
Councillor Land  
Councillor Coates  
Councillor Jonah  
Councillor Ward-Russell  
Councillor Elderkin

Staff Present: Kim Beers – Director, Legislative Services  
Sean Wallace - CAO  
Ian Barrett – Director, Operations

Guests: Caleb Babin, Planner with Plan 360

**CALL TO ORDER**

**Mayor Campbell** called the meeting to order at 6:00 pm

**ADOPTION OF AGENDA**

**IT WAS MOVED** by **Councillor Elderkin** and **SECONDED** by **Councillor Land** THAT Council request the removal of Item 14(a) – Closed Session (Local Governance Act (New Brunswick), s.68(1)(c) respecting the EXP invoice, and adding the matter to Item 9 – Unfinished Business, as the matter no longer meets the criteria for closed session and may be discussed in open session.

**MOTION CARRIED** (unanimously)

**IT WAS MOVED** by **Councillor Ward-Russell** and **SECONDED** by **Councillor Elderkin** THAT Council request the addition of a Closed Session item under the Local Governance Act, Section 68(1)(j) – Labour and Employment.

**MOTION CARRIED** (unanimously)

**IT WAS MOVED** by **Councillor Land** and **SECONDED** by **Councillor Elderkin** THAT the amended agenda be adopted.

**MOTION CARRIED** (unanimously)

**CONFLICT OF INTEREST DECLARATIONS**

None.

**ADOPTION OF THE MINUTES**

**IT WAS MOVED** by **Councillor Land** **SECONDED** by **Councillor Coates** THAT the Minutes of the

Regular Council Meeting held April 7, 2026, be approved.

**MOTION CARRIED** (unanimously)

**IT WAS MOVED** by *Councillor Jonah* **SECONDED** by *Councillor Ward-Russell* **THAT** the Minutes of the Special Council Meeting held April 13, 2026, be approved.

**MOTION CARRIED** (unanimously)

**IT WAS MOVED** by *Councillor Ward-Russell* **SECONDED** by *Councillor Land* **THAT** the Minutes of the Committee of the Whole Meeting held April 21, 2026, be approved.

**MOTION CARRIED** (unanimously)

### CONSENT AGENDA

None

### PUBIC AND ADMINISTRATIVE PRESENTATIONS

Mr. James Wilson registered for a 5-minute presentation: Topic – Resident Concerns

Mr. Wilson advised that, while canvassing Ward 3 as part of his campaign, he spoke with numerous residents regarding community concerns. Issues raised included drainage problems at the bottom of Fairview Avenue, where water is reportedly backing onto private property due to inadequate ditching and culverts; speeding concerns and lack of police enforcement south of Hillsborough; trees obstructing sightlines near Fairview Avenue and the school parking lot exit; concerns regarding staff workload and morale since amalgamation; vehicles failing to stop at the Fairview Avenue stop sign; clarification on whether Fairview Avenue is a municipal road and whether there are long-term plans for repairs; and a drainage/runoff issue on a resident's driveway in Surrey, where reshaping with cold patch was requested to improve water flow toward the drain.

Council thanked the presenter for the information provided and discussed potential follow-up on the concerns raised. It was noted that Administration and Public Works could review the matters and determine what actions, if any, may be appropriate. *Councillor Land* advised that only a portion of Fairview Avenue falls within municipal boundaries, while the section beyond the top of the hill falls under provincial jurisdiction and changes from Fairview Avenue to Fairview Road.

### REPORTS & RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

Personnel Committee – *Councillor Elderkin* advised that there is nothing to report.

EMO Committee – *Councillor Coates* advised that the Village of Fundy Albert falls within Zone 6 and noted that a new Regional Emergency Management Coordinator, Julie, has recently been appointed and is based out of Fredericton.

Recreation Committee – **Councillor Jonah** advised that there is nothing to report.

ATV Access on Roads and Streets Committee – **Councillor Coates** advised that there is nothing to report.

### Pool Repairs

Mr. Barrett provided an update regarding repairs to the pool, advising that the municipality has been approved for the \$20,000 RDC grant for the project. It was further noted that the painting and sandblasting quotes are estimates only, as additional repair work may be identified once the existing material is stripped. One additional quote is still expected.

**IT WAS MOVED** by **Councillor Elderkin** **SECONDED** by **Councillor Land** **THAT** Council approve the quotation from Waterworks Pools & Spas in the amount of \$21,525 plus HST to complete the pool floor drain repairs, as it represents the most cost-effective compliant solution; Approve the completion of sandblasting, resealing, and repainting of the pool basin, with the work to be awarded to the contractor offering the best value for money and compliance with requirements, with Moncton Sandblasting currently estimated at approximately \$17,000 plus HST;

The RDC CIF Grant has now been approved, after discussion with RDC they have allowed us to adjust the application to include both tasks and there is not a requirement for additional funding at this time.

Authorize the Chief Administrative Officer (CAO) to approve and execute all expenditures related to the pool repairs within the approved budget.

### **Questions:**

**Councillor Land** asked for a timeline; Mr. Barrett advised that discussions with contractors indicated the work is expected to be completed by July 1. It was further noted that the primary concern identified by contractors is not the number of paint layers present, but rather the condition of the material underneath once stripping begins.

**MOTION CARRIED** (unanimously)

### Arena Pressure Relief Valves

**IT WAS MOVED** by **Councillor Land** **SECONDED** by **Councillor Ward-Russell** **THAT** Council authorize Administration to proceed with the replacement of the pressure relief valves at the Hillsborough Arena, to be funded from the 2026 Skating Rinks & Arenas: Other (2.7.1.5.9) budget line, and to engage Black & McDonald to complete the work in the quoted amount of \$3,980.00 plus HST.

**MOTION CARRIED** (unanimously)

[Community Wildfire Resiliency Plan](#)

**IT WAS MOVED** by **Councillor Jonah** **SECONDED** by **Councillor Elderkin** THAT Council adopt the Community Wildfire Resiliency Plan (CWRP) for the Village of Fundy Albert, as presented.

**MOTION CARRIED** (unanimously)

**REPORTS FROM ADMINISTRATION**

[Gifting Agreement](#)

**IT WAS MOVED** by **Councillor Ward-Russell** **SECONDED** by **Councillor Land** THAT Council authorize the Mayor and Clerk to execute the Gifting Agreement with the Department of Natural Resources for the provision of wildfire response equipment, as presented.

**MOTION CARRIED** (unanimously)

[CAO Report](#)

Mr. Wallace provided updates on several ongoing municipal initiatives, including the development of major policies related to asset management, fire services, human resources, and water systems, noting that draft versions are expected to be reviewed by the new Council in June or early July.

An update was also provided on the Alma water project, advising that approvals from the Department of Health are still pending following discussions with the Department of Environment and Environment and Local Government. Administration indicated that, once approvals are received and minor physical work is completed, the system should be ready to proceed. Concerns were raised regarding water supply stability during the tourism season, turbidity issues with one of the new wells, and the potential need for future treatment options such as nano-filtration. Administration advised that current water consumption has significantly decreased following leak repairs and expressed confidence that the system can sustain operations through the summer while additional monitoring and data collection continue. Council also discussed the importance of communication with Alma residents regarding the status of the water system, with a suggestion that a public meeting be held to provide updates and timelines directly to residents rather than relying solely on social media.

Questions were raised regarding the upcoming renewal of the Hillsborough Fire Department Chief position and whether an election or competition would proceed if the new fire services plan is not finalized. Administration advised the matter would be discussed further at an upcoming meeting.

Administration further advised that discussions had taken place with a potential sister municipality interested in collaborating with Fundy Albert on best practices, heritage and cultural initiatives, and tourism promotion, with further meetings anticipated following the election.

Updates were also provided regarding the municipal audits, noting that a new auditor has been

engaged and audit files for 2024 have largely been transferred, with draft financial statements anticipated later in the summer. Council emphasized the importance of completing the outstanding audits prior to the next budget cycle.

Finally, Administration advised that renovations to the municipal office are nearing completion, with remaining work involving audiovisual components and furniture installation. Discussion also took place regarding relocating or replacing a heat pump unit within the building, with Council noting a larger unit would be needed for the visitor information centre.

### Lease Renewal

**IT WAS MOVED** by *Councillor Land* **SECONDED** by *Councillor Elderkin* THAT Council approve the renewal of the lease agreement between His Majesty the King in Right of the Province of New Brunswick, as represented by the Minister of Transportation and Infrastructure, and the Village of Fundy Albert for lands identified as PID #00617589, utilized as the White Rock Recreational Area, for a term of ten (10) years commencing May 1, 2026 and terminating April 30, 2036, in accordance with the terms and conditions set out in the lease agreement;

**BE IT FURTHER RESOLVED THAT** this renewal represents the first of two additional renewal options available under the lease agreement.

**MOTION CARRIED** (unanimously)

### UNFINISHED BUSINESS

#### EXP Invoice

**IT WAS MOVED** by *Elderkin* and **SECONDED** by *Councillor Land*

**THAT WHEREAS** Administration was unable to accommodate Invoice No. 925547 for the engineering component of the warranty work associated with the Riverside-Albert Water Treatment Plant Upgrades within the approved operating budget;

**WHEREAS** Administration has recommended reallocating funds in the total amount of \$4,668.86 from the budget line "Transfer to Capital" to the following budget lines to fund this unbudgeted engineering expense:

- 2.4.1.2.9 Purification & Treatment: Other – \$4,477.00; and
- 2.4.1.1.9 Water Supply, Administration: Other – \$191.86;

**AND WHEREAS** Council concurs with Administration's recommendation;

**BE IT RESOLVED** that Council authorizes Administration to process payment of Invoice No. 925547 and to complete the associated budget adjustments as outlined above.

**MOTION CARRIED** (unanimously).

**BY-LAWS**

[By-Law 26-WAP-069-FA-3 – Third Reading](#)

**IT WAS MOVED** by *Councillor Coates* **SECONDED** by *Councillor Land* THAT Council give third and final reading by title only to By-Law number 26-WAP-069-FA-3, A By-Law to Amend Ministerial Regulation 21-WAP-069-00.

**MOTION CARRIED** (unanimously)

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

**IT WAS MOVED** by *Councillor Land* **SECONDED** by *Councillor Jonah*

**IT IS RESOLVED THAT:**

**CONSIDERING THAT** Birch Hill Construction Ltd. has made an application to rezone the property bearing PID 05036462 to the IRD Zone – Intensive Resource Development Zone to allow the establishment of a rock quarry incorporating a crusher.

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

1. Notwithstanding any other provisions to the contrary, the lands, buildings and structures developed on the aforementioned property are subject to the following terms and conditions:

a. That the permitted uses be limited to a quarry.

b. Approval to Operate under the Rock Quarry Siting Standards must be obtained from the Department of Environment and Local Government (DELG) prior to a development permit being issued.

c. That a Watercourse and Wetland Alteration (WAWA) Permit be obtained for any road upgrades/modifications within 30 meters of identified watercourses and wetlands.

d. That any sightline or traffic impact studies, permits, in addition to any other approvals or requirements deemed necessary by the Department of Transportation and Infrastructure will be conducted, obtained, or satisfied prior to the issuance of a development permit for a quarry.

**MOTION CARRIED** (unanimously)

## MAYOR AND COUNCILLOR STATEMENTS

**Councillor Ward-Russell** emphasized the importance of developing a formal policy respecting rezonings and public notification processes, noting concerns that the current notification radius may not be sufficient for a rural municipality. It was suggested that Council review notification distances to better reflect the geographic nature of the community.

**Councillor Ward-Russell** delivered closing remarks marking their final Council meeting of the term, expressing appreciation for the opportunity to serve and acknowledging fellow Council members, Administration, and municipal staff for their contributions and support. **Councillor Ward-Russell** highlighted the importance of maintaining strong relationships with the Department of Transportation and Infrastructure (DTI), continued advocacy for rural residents, openness and communication with residents, ongoing collaboration with Environment and Local Government (ELG) on Lower Coverdale and the potential dry hydrant project, completion of the Fundy Albert Rural Plan with resident input, and the need for clear long-term tax rate governance and financial planning. **Councillor Ward-Russell** concluded by expressing hope that the incoming Council would continue to focus on transparency, communication, and delivering results for residents.

**Councillor Elderkin** advised she attended the Fire Department pancake breakfast fundraiser in Alma and noted the event was well attended and successful.

**Councillor Elderkin** advised that there is an upcoming community potluck and get-acquainted event being organized by the Riverside-Albert Recreation Centre Division of the Fundy Albert Recreation Council, with additional details available through the Recreation Council.

**Councillor Elderkin** expressed appreciation to the volunteers, organizations, Council members, and Administration staff who assisted with the recent Volunteer Appreciation event, specifically acknowledging the contributions of Kim Beers and Jillian Hutchinson for their assistance with event setup and preparations.

**Councillor Elderkin** extended best wishes to Treasurer Jillian Hutchinson as she prepares to leave her position, acknowledging her dedication and service to Fundy Albert over the past several years.

**Councillor Coates** expressed appreciation to current and former Council members and Mayors who have served Fundy Albert and its predecessor communities over the years. **Councillor Coates** also expressed hope that returning members of Council would assist in guiding and supporting newly elected members.

**Councillor Jonah** inquired about the removal of remaining "February Frolic" banners located on Main Street, with Administration advising that safety considerations had delayed the work, but that removal was expected to begin in the coming weeks.

**Councillor Jonah** delivered closing remarks reflecting on the past three and a half years of Council service, describing the experience as both challenging and rewarding. Appreciation was expressed to fellow Council members, former Council members, former Mayor Bob Rochon, former CAO Hannah Downey, CAO Linda Sabourin, and other individuals who contributed throughout the municipality's transition and growth since amalgamation. **Councillor Jonah** noted they would not be seeking re-election and wished all candidates and future Council members success moving forward, while expressing confidence in the municipality's continued progress.

**Councillor Land** requested an update on the timelines related to the Hillsborough water wells project and associated road access work. Administration advised that the route has now been marked out and, pending final approvals, clearing work is expected to begin shortly. It was noted that some work will be completed in-house to help reduce costs, while specialized contracted work will still be required for drilling activities and material installation. Administration indicated that the anticipated timeline is to have work substantially completed by August, with well testing to follow later in the year.

**Councillor Land** delivered closing remarks reflecting on approximately 13 years of municipal service with both the former Village of Hillsborough and the Village of Fundy Albert. **Councillor Land** acknowledged the complexity of municipal governance, thanked residents and fellow Council members, wished all candidates well in the upcoming election, and expressed hope that the incoming Council would continue to move the municipality forward in the best interests of the community.

**Mayor Campbell** advised that he had attended several recent community events, including the Alma Fire Department breakfast and the Volunteer Appreciation event, noting the strong community participation and expressing appreciation for the many volunteers throughout Fundy Albert who contribute significant time and effort to local organizations and initiatives.

**Mayor Campbell** reflected on their term in office, acknowledging both the challenges and accomplishments experienced over the past year. Appreciation was expressed to fellow Council members for their ability to work through differing opinions respectfully and continue moving the municipality forward collaboratively.

**Mayor Campbell** highlighted the importance of continuing to build a unified Fundy Albert community made up of several smaller communities working together. Reference was also made to positive discussions at a recent Lower Coverdale "Meet the Candidates" event regarding strengthening connections within Fundy Albert.

In closing, **Mayor Campbell** extended best wishes to Treasurer Jillian Hutchinson and thanked her for her service and contributions to the municipality.

**NOTICES OF MOTION AND RESOLUTIONS**

None

**PUBLIC STATEMENTS**

Mr. Peter Jubb addressed Council and expressed appreciation for the work undertaken by Council members and Administration, noting that much of the effort involved in municipal governance occurs behind the scenes and often goes unnoticed by the public. Mr. Jubb acknowledged the time and dedication required to serve the community and thanked Council for their continued efforts on behalf of Fundy Albert residents.

Mr. James Wilson advised he attended a consultation meeting regarding a proposal by a local couple to establish a youth drop-in centre near the Hillsborough Elementary school and advised that additional public consultation meetings are planned as the project moves forward.

**Councillor Land** thanked Ms. Heather Cail, Water Operator for her commitment to Fundy Albert.

**Councillor Coates** expressed appreciation to Kim Beers for her dedication and support throughout the past three and a half years, noting her continued commitment and willingness to assist whenever needed.

**CLOSED SESSION**

**IT WAS MOVED** by **Councillor Ward-Russell** and **SECONDED** by **Councillor Land** that Council have an in-camera session at 6:51 pm.

**MOTION CARRIED (unanimously).**

Mr. Sean Wallace exited the meeting.

Local Governance Act 68 (1)(j) Labour and Employment

**IT WAS MOVED** by **Councillor Elderkin** and **SECONDED** by **Councillor Ward-Russell** to return to the regular session at 7:17 pm.

**MOTION CARRIED (unanimously).**

**ADJOURNMENT**

Moved by **Councillor Ward-Russell** to adjourn at 7:17 pm.

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Mayor

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Clerk

**DECLARATION AFTER THE  
POLL HAS BEEN TAKEN  
(Local Government)**

(Municipal Elections Act, SNB 1979, c. M-21.01, s.41(1) and 41(2))



**DÉCLARATION  
À LA SUITE DU SCRUTIN  
(Gouvernements locaux)**

(Loi sur les élections municipales, LN-B 1979, c. M-21.01, par.41(1) et 41(2))

**M 02 701**  
2022-01-18

Local government of  
Gouvernement local de Fundy Albert

I hereby certify that I have determined the total number of votes cast for each candidate and the questions submitted to plebiscite in the local government elections or by-elections held on

05/11/2026  
Month / Day / Year

Je certifie par les présentes que j'ai établi le nombre total de suffrages exprimés en faveur de chaque candidat et des questions soumises au plébiscite lors des élections ou élections partielles des gouvernements locaux tenues le

11/05/2026  
Jour / mois / année

and I declare the candidates for Mayor and the candidates for Councillors, as indicated, having the greater number of votes for each office, or acclaimed as marked respectively, to be elected, namely:

et je déclare élus comme suit le candidat au poste de maire et les candidats aux postes de conseiller énumérés ci-dessous qui ont reçu le plus grand nombre de voix pour chaque poste, ou qui ont été élus par acclamation à ces postes.

Name/Nom	Position / Poste	Total Votes / Nombre total de suffrages	Elected / Élu par scrutin	Acclaimed / Élu par acclamation
Don Bowman	Mayor/Maire	589		
Jim Campbell	Mayor/Maire	1316	X	
Derek Lackey	Councillor Ward 1/Conseiller(ère) Quartier 1	accl.		X
Loretta Elderkin	Councillor Ward 2/Conseiller(ère) Quartier 2	257	X	
Jason V. Horsman	Councillor Ward 2/Conseiller(ère) Quartier 2	64		
Jeffery Cooke	Councillor Ward 3/Conseiller(ère) Quartier 3	272	X	
James Wilson	Councillor Ward 3/Conseiller(ère) Quartier 3	80		
Peter Jubb	Councillor Ward 4/Conseiller(ère) Quartier 4	69		
Alastair MacFarlane	Councillor Ward 4/Conseiller(ère) Quartier 4	124		
Scott J. Reid	Councillor Ward 4/Conseiller(ère) Quartier 4	184	X	
Rebecca Davis	Councillor Ward 5/Conseiller(ère) Quartier 5	200	X	
Caleb Lee Whidden	Councillor Ward 5/Conseiller(ère) Quartier 5	91		
Darren Phillips	Councillor Ward 6/Conseiller(ère) Quartier 6	211	X	
Heather Ward-Russell	Councillor Ward 6/Conseiller(ère) Quartier 6	166		

Dated this  
Fait le

May 14, 2026

Tanya Cooper

Municipal Returning Officer/  
Directeur du scrutin municipal

FORM 2

FORMULE 2

OATH OF OFFICE
OR AFFIRMATION OF OFFICE
FOR MAYOR OR COUNCILLOR

SERMENT D'ENTRÉE EN FONCTION
OU AFFIRMATION SOLENNELLE
DU MAIRE OU DU CONSEILLER

(Local Governance Act, S.N.B., 2017, c.18, s.58(1))

(Loi sur la gouvernance locale,
L.N.-B. 2017, ch. 18, par. 58(1))

I, \_\_\_\_\_, of
\_\_\_\_\_, Swear (or Solemnly Affirm)
local government
that

Je soussigné, \_\_\_\_\_, de
\_\_\_\_\_, jure (ou affirme solennellement)
gouvernement local
ce qui suit :

- (a) I am, to the best of my knowledge and belief,
qualified for the office of \_\_\_\_\_
for the local government of
\_\_\_\_\_, to which office I have
been elected;
(b) I accept the office of \_\_\_\_\_ to
which I have been elected;
(c) I will diligently, faithfully and impartially
discharge to the best of my ability the duties
of the office as may be imposed on me by
law; and
(d) I will follow the code of conduct established
by a by-law of the local government
(so help me God)\*.

- a) que, pour autant que je sache, je possède les
qualités requises pour exercer les fonctions
de \_\_\_\_\_ pour le gouvernement local
de \_\_\_\_\_, poste auquel j'ai été
élu;
b) que j'accepte la fonction de \_\_\_\_\_, poste
auquel j'ai été élu;
c) que je remplirai fidèlement, impartialement
et en toute diligence les fonctions qui me sont
imposées par la loi;
d) que je me conformerai au code de déontologie
établi par arrêté du gouvernement local
(que Dieu me soit en aide)\*.

SWORN TO (or Solemnly )
Affirmed) )
)
)
before me at \_\_\_\_\_ )
in the County of \_\_\_\_\_ )
and Province of New Brunswick )
on \_\_\_\_\_ )
date )
)
)
)
Clerk ) Mayor or Councillor
(Where no Clerk, a commissioner
for taking affidavits)

FAIT SOUS SERMENT (ou )
affirmé solennellement) )
devant moi à )
)
)
dans le comté de \_\_\_\_\_ )
et la province du Nouveau- )
Brunswick, le \_\_\_\_\_ )
date )
)
)
)
Greffier ) Maire ou conseiller
(À défaut de greffier, un commis-
saire à la prestation des serments)

\*(Delete in cases of affirmation.)

\*(Supprimer dans le cas d'une affirmation
solennelle.)

FORM 3

STATEMENT DISCLOSING  
A CONFLICT OF INTEREST

(Local Governance Act, S.N.B., 2017, c.18, s.91(4), 92(4))

Under the *Local Governance Act*, I, \_\_\_\_\_,  
being \_\_\_\_\_ of \_\_\_\_\_,  
(office) (name of local government,  
local board or committee)

hereby disclose a conflict of interest in that I have or propose to have an interest in a contract or in any other matter, or my family associate has or proposes to have an interest in a contract or in any other matter, concerning the following person, firm, union or association:

\_\_\_\_\_  
(Name of person, firm, union or association contracting with or likely to be financially benefitted by a decision of council, local board or commission)

This disclosure relates to the following matter,

(describe the contract or other matter in which the council, local board or commission is concerned and that constitutes an actual or potential conflict of interest)

DATED at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_.

\_\_\_\_\_  
Signature of member or senior officer

Received and filed this \_\_\_\_\_ day of \_\_\_\_\_  
20\_\_\_\_.

\_\_\_\_\_  
Clerk

**Note:**  
If a conflict of interest arises with respect to the member or senior officer that is not referred to in this statement, the member or senior officer shall immediately file another statement disclosing the conflict of interest with the clerk.

FORMULE 3

DÉCLARATION DIVULGUANT  
UN CONFLIT D'INTÉRÊTS

(Loi sur la gouvernance locale,  
L.N.-B. 2017, ch. 18, par. 91(4), 92(4))

En vertu de la *Loi sur la gouvernance locale*, je,  
\_\_\_\_\_ du \_\_\_\_\_ de \_\_\_\_\_,  
(bureau) (nom du  
gouvernement local,  
de la commission  
locale ou du comité)

divulgue par la présente l'existence d'un conflit d'intérêts du fait que je suis ou que je me propose d'être titulaire d'un intérêt dans un contrat ou dans une autre affaire concernant la personne, la société ou le syndicat ci-dessous, ou qu'un membre de ma proche famille est titulaire d'un pareil intérêt ou se propose de l'être.

\_\_\_\_\_  
(Nom de la personne, de la société, de l'association ou du syndicat traitant des affaires avec le conseil, la commission locale ou le comité ou qui est susceptible de tirer des bénéfices de ses décisions)

La présente divulgation concerne l'affaire suivante :

(préciser tout contrat ou autre affaire qui intéresse le conseil, la commission locale ou le comité et qui constitue un conflit réel ou potentiel)

Fait à \_\_\_\_\_, le \_\_\_\_\_ jour de \_\_\_\_\_,  
20\_\_\_\_.

\_\_\_\_\_  
Signature du membre ou du  
cadre supérieur

Reçu et déposé le \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Greffier

**Note :**  
Le membre ou le cadre supérieur qui se trouve placé en situation de conflit d'intérêts qui n'est pas visée par cette déclaration est tenu de déposer sans délai auprès du greffier une nouvelle déclaration divulguant ce conflit.



**STATEMENT OF COMMITMENT TO THE CODE OF CONDUCT**

I, \_\_\_\_\_ declare that, as a member of the Fundy Albert Council, I have read and support the Code of Conduct for Elected Officials By-Law 2025-02.

Signed: \_\_\_\_\_

Declared this \_\_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Kim Beers  
Clerk