

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

Staff Present: Kim Beers – Director, Legislative Services
Jillian Hutchinson – Treasurer
Ian Barrett – Director, Operations

Absent: Sean Wallace - CAO

Guests: Caleb Babin, Planner with Plan 360

CALL TO ORDER

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

ADOPTION OF AGENDA

Mayor Campbell requested the removal of the presentation by Laura Stewart (Forsite), to be rescheduled to the April 21, 2026 meeting; the removal of Closed Session item under the Local Governance Act, Section 68(1)(c); and the addition of Public Statements and Inquiries as item No. 12 on the agenda.

Councillor Ward-Russell requested the addition of a Closed Session item under the Local Governance Act, Section 68(1)(j) – Labour and Employment.

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 Jonah** **SECONDED** by **Councillor Ward-Russell** **THAT** the Minutes of the Public Hearing held March 3, 2026 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by **Councillor Coates** **SECONDED** by **Councillor Land** **THAT** the Minutes of the Regular Council Meeting held March 3, 2026 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by **Councillor Land** **SECONDED** by **Councillor Ward-Russell** **THAT** the Minutes of the Special Council Meeting held March 6, 2026 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by **Councillor Jonah** **SECONDED** by **Councillor Coates** **THAT** the Minutes of the Committee of the Whole Meeting held March 17, 2026, be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by **Councillor Elderkin** **SECONDED** by **Councillor Jonah** **THAT** the Minutes of the Special Council Meeting held March 30, 2026 be approved.

MOTION CARRIED (unanimously)

CONSENT AGENDA

None

PUBIC AND ADMINISTRATIVE PRESENTATIONS

REPORTS & RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

Personnel Committee – **Councillor Ward-Russell** advised that the meeting minutes from December 15, 2025 were circulated.

EMO Committee – **Councillor Coates** advised there is nothing to report.

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

ATV Access on Roads and Streets Committee – **Councillor Coates** advised he is waiting for the maps.

[Age Friendly Communities](#)

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Jonah** **THAT** Council defer consideration of participation in the Age-Friendly Community initiative until after the municipal election period, to allow the incoming Council to determine next steps.

MOTION CARRIED (unanimously)

[Grey Brook Bridge Project Funding](#)

Mr. Barrett provided an update noting that Englobe has offered to contribute approximately \$5,000 in in-kind engineering services toward the project, should it proceed.

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Ward-Russell**

THAT WHEREAS the Grey Brook Bridge on the Shoreline Trail requires replacement to restore safe public access;

AND WHEREAS the Trans Canada Trail has provisionally committed up to \$25,000 toward the project, subject to municipal confirmation of funding;

BE IT RESOLVED THAT Council approve funding of up to \$38,800 for the Grey Brook Bridge and Shoreline Trail Improvement Project, to be funded through Hillsborough capital and the shared Village Core capital budget, in order to secure the Trans Canada Trail contribution and allow the project to proceed

MOTION CARRIED (unanimously)

Councillor Elderkin expressed appreciation for securing additional funding and emphasized the importance of pursuing external funding opportunities to help reduce the financial burden on taxpayers.

[Disposal of 2012 F550](#)

IT WAS MOVED by **Councillor Land** and **SECONDED** by **Councillor Jonah** **THAT WHEREAS** the 2012 Ford F-550 dump truck, including the plow blade, is now surplus to operational requirements;

AND WHEREAS the Municipality's Disposal of Surplus, Obsolete, or Damaged Equipment Policy requires Council approval for the disposal of assets with an estimated value exceeding \$5,000;

AND WHEREAS the vehicle will be advertised for sale through a transparent closed bid process for a period of ten (10) days via the Village website, social media channels, and Facebook Marketplace, with a reserve price of \$5,000;

BE IT RESOLVED that Council approve the disposal of the 2012 Ford F-550 dump truck, including the plow blade, to the highest bidder through the closed bid process, sold as-is, where-is, with no warranty expressed or implied.

MOTION CARRIED (unanimously)

REPORTS FROM ADMINISTRATION

[2026 Maintenance Agreement – Dept. of Transportation](#)

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Ward-Russell** **THAT WHEREAS** Council hereby approve the 2026 Summer and Winter Maintenance Agreement between the Village of Fundy Albert and the Department of Transportation and Infrastructure (DTI) and further authorize the Mayor and Clerk to execute the agreement on behalf of the

municipality.

MOTION CARRIED (unanimously)

[Acting CAO](#)

IT WAS MOVED by **Councillor Jonah** and **SECONDED** by **Councillor Coates** **THAT** Council appoint Kim Beers as Acting Chief Administrative Officer (CAO) for the Village of Fundy Albert for the period of April 3, 2026 to April 21, 2026, during the CAO's absence due to vacation.

MOTION CARRIED (unanimously)

BY-LAWS

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

Mrs. Beers advised that at the February 3, 2026 Regular Council Meeting, Planner Caleb Babin presented a proposed amendment to the Westmorland-Albert Planning Area Rural Plan Regulation to rezone PID 05036462 from Commercial-Industrial (CI) to Intensive Resource Development (IRD) to permit a rock quarry. A Public Hearing on the proposed amendment was subsequently held. It was further noted that the Department of Natural Resources has confirmed that Snowmobile NB has been adequately consulted, resulting in the removal of Condition "E" from the final resolution. Caleb Babin, Planner with Plan 360 was present to answer questions.

Councillor Ward-Russell sought clarification on whether the conditions outlined in the proposed by-law had been met. Mr. Babin confirmed that the conditions have not yet been fully satisfied, noting that zoning approval remains outstanding as a requirement of the Department of Environment and Local Government for permitting. It was further noted that no WAWA permit has been issued and that required studies, including traffic impact and site plan analysis, have not yet been completed. He further confirmed that the final two conditions, related to approvals from the Department of Environment and the Department of Transportation, remain outstanding.

Councillor Ward-Russell inquired about environmental impact requirements. Mr. Babin confirmed that an environmental impact assessment is not a condition of the proposed by-law, and there is no current requirement from the Province to provide an update or complete such an assessment as part of the approval to operate.

Councillor Land raised concerns regarding whether all affected property owners along the access road had been notified of the proposed changes. Mr. Babin advised that notification was provided to property owners within a 250-metre radius, exceeding the standard 100-metre notification radius and while some nearby properties were included due to their depth, it could not be confirmed that all landowners along the road were notified.

Councillor Elderkin inquired about traffic impacts and whether the Department of Transportation and Infrastructure had reviewed the proposal. Mr. Babin advised that no comments have been provided to date, as a traffic study has not yet been submitted. It was noted that while Council may proceed with approval, the applicant would still be required to obtain all necessary approvals, and the project could not proceed without them.

Mr. Babin discussed the potential to revise notification requirements for future rezonings to ensure broader and more equitable public awareness. It was noted that other municipalities have increased notification distances and implemented on-site signage to better inform affected property owners. Council expressed concern that current requirements may not capture all impacted landowners, particularly those affected by construction, and indicated that consideration should be given to enhancing notification practices going forward.

Councillor Ward-Russell requested to table the motion. Guidance was provided that the motion must first be introduced, and that tabling would require specifying what additional information or actions are needed and when the matter would return for consideration. It was noted that any such direction would need to be incorporated into the resolution.

Councillor Jonah requested clarification on the statement that Snowmobile NB had been “adequately consulted.” Mr. Babin advised that confirmation was received from the Department of Natural Resources indicating that consultation requirements had been met; however, no details were provided regarding the nature or outcome of the discussions.

Councillor Coates advised that a letter had been received from long-standing local residents expressing concern about potential loss of land associated with the proposed haul road. It was suggested that the matter be tabled to a future Council meeting for further consideration.

IT WAS MOVED by **Councillor Ward-Russell** and **SECONDED** by **Councillor Jonah** **THAT** Council table the Final Reading by title of By-law No. 25 WAP-069-FA-3, being a by-law to amend Ministerial Regulation 21 WAP-069-00, to allow for further review, including:

- confirmation of outstanding conditions related to permitting, including the WAWA permit,
- completion of a traffic impact study and site line analysis;
- a request for Plan 360 and Council to review the mapping and revisit the proper notification/jurisdictional boundaries notice to residents

MOTION CARRIED (unanimously)

[By-Law 2026-01 – Procedural By-Law Third Reading](#)

IT WAS MOVED by **Councillor Ward-Russell** and **SECONDED** by **Councillor Elderkin** **THAT** By-law No. 2026-01, being a By-law Respecting the Proceedings of Fundy Albert Municipal Council and Committee Meetings, having received third reading by title, be enacted this 7th day of April, 2026.

MOTION CARRIED (unanimously)

MAYOR AND COUNCILLOR STATEMENTS

Councillor Ward-Russell expressed appreciation to the Department of Transportation for commencing pothole repairs in Ward 6 earlier than expected. An update was requested on the lagoon project, and it was advised that no significant updates have been received; however, a meeting is anticipated in the coming weeks to review the design drawings.

Councillor Ward-Russell also inquired about invitations for the upcoming Volunteer Appreciation event. It was noted that notifications have been sent to groups, with some invitations delivered in person, and Administration will follow up to confirm that all identified individuals have been included.

Councillor Coates reported attending a public meeting at the Hillsborough Public Library on March 24, noting that all nine board members were present for the first time in three years. It was advised that the Board is pursuing a name change, and is working to update administrative processes.

Councillor Coates raised concerns regarding increased wildfire risk, noting lower snowfall levels in recent years and a rise in forest fire incidents. It was emphasized that communities must ensure timely communication with residents and be prepared for emergency response, including evacuation coordination.

Councillor Jonah reported attending the March 28 pancake breakfast fundraiser, noting it was very well attended and efficiently organized. Appreciation was expressed to the organizers and volunteers, with special thanks extended to Kathy Weir for accommodating dietary needs on short notice.

Councillor Elderkin echoed comments regarding the success of the fire department breakfast, noting it was well attended. A reminder was also provided that the Volunteer Appreciation event will take place on April 25, and organizations were encouraged to have representation at the event.

Councillor Land expressed appreciation to the Riverside Fire Department for hosting a successful and well-attended breakfast, recognizing the efforts of volunteers. Congratulations were extended to Jessica O'Dell for initiating a fire training school. It was also noted positively that individuals have begun registering as candidates for the upcoming municipal election.

Mayor Campbell reported that the Mayor's Round Table was successful, with strong attendance and positive feedback from participants, and noted that future sessions are being considered. Appreciation was also expressed for the success of the recent Riverside-Albert Fire Department fundraiser.

Mayor Campbell advised that a meeting with Plan 360 was held regarding a proposed development on Water Street, noting that the project is not expected to proceed due to floodplain constraints and building limitations. Alternative municipally owned lands in Riverside-Albert were discussed as potential options for future development, with further review to be brought forward to Council. It was also noted that zoning considerations and servicing capacity, including water supply, will need to be carefully evaluated in support of future housing development.

NOTICES OF MOTION AND RESOLUTIONS

None

PUBLIC STATEMENTS

Ms. Kathy Weir expressed appreciation to Council for their work over the past term and encouraged continued community engagement in upcoming initiatives. Best wishes were extended to those seeking election. It was also noted that there is strong volunteer interest following the Mayor's Round Table, and that the CCRC is beginning a strategic planning process to support future organization and focus.

Ms. Pearl Steeves thanked Council for considering concerns related to Caledonia Mountain. It was noted that Ms. Steeves and a neighboring landowner own the majority of properties along Tingley Road and raised concerns about potential land impacts, including tree removal and possible road widening. Ms. Steeves emphasized opposition to clear cutting and appreciation for Council taking time to review the matter prior to making a decision.

CLOSED SESSION

IT WAS MOVED by **Councillor Ward-Russell** and **SECONDED** by **Councillor Coates** that Council have an in-camera session at 6:36 pm.

MOTION CARRIED (unanimously).

Local Governance Act 68 (1)(j) labour and employment matters, including the negotiation of collective agreements

IT WAS MOVED by **Councillor Elderkin** and **SECONDED** by **Councillor Jonah** to return to the regular session at 7:06 pm.

MOTION CARRIED (unanimously).

ADJOURNMENT

Moved by **Councillor Jonah** to adjourn at 7:06 pm.



Fundy Albert Council Regular Meeting Minutes
Date: Tuesday, April 7, 2026
Time: 6:00 P.M.
Location: 61 Academy Street, Hillsborough NB

Mayor

Clerk