

1. **Call to Order**
2. **Adoption of Agenda**
3. **Conflict of Interest Declarations**
4. **Adoption of Minutes**
  - a. April 7, 2026 – Regular Council Meeting
  - b. April 13, 2026 – Special Council Meeting
  - c. April 21, 2026 – Committee of the Whole
5. **Consent Agenda**
6. **Public and Administrative Presentations**
7. **Reports and Recommendations from Committee and Private Meetings**
  - a. Personnel Committee
  - b. Emergency Measures Committee
  - c. Recreation Committee
  - d. ATV Access on Roads & Streets Committee
  - e. Pool Repairs
  - f. Arena Pressure Relief Valves
  - g. Community Wildfire Resiliency Plan
8. **Reports from Administration**
  - a. Gifting Agreement
  - b. CAO Report
  - c. Lease Renewal
9. **Unfinished Business**
10. **By-Laws**
  - a. By-Law 26-WAP-069-FA-3 – Third Reading
11. **Mayor and Council Statement and Inquiries**
12. **Public Statements and Inquiries**
13. **Notices of Motion and Resolutions**
14. **Closed Session**
  - a. Local Governance Act 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.

**15. Adjournment**

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.

[Acting CAO](#)

**MOTION CARRIED** (unanimously)

**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

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Mayor

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Clerk

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

Staff Present: Kim Beers – Director, Legislative Services/Clerk  
Jillian Hutchinson – Treasurer

Staff Absent: 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**

None declared.

**CLOSED SESSION**

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

**MOTION CARRIED** (unanimously).

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

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Land* **to** return to the regular session at 5:06 pm.

**MOTION CARRIED** (unanimously).

**MOTIONS**

Rescind Motion

**IT WAS MOVED** by *Councillor Land* and **SECONDED** by *Councillor Coates* **THAT** Council amend the motion “Auditor Appointment” adopted on June 3rd, 2025, by rescinding “and 2024” from the motion.



Fundy Albert Special Meeting Minutes  
Date: Monday, April 13, 2026  
Time: 5:00 P.M.  
Location: 61 Academy Street, Hillsborough

**MOTION CARRIED** (unanimously)

Auditor Appointment

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Jonah* **THAT WHEREAS** Ernst & Young LLP has presented a proposal to Council to complete the annual audits for the years ended December 31, 2024 & 2025,

**AND WHEREAS** the estimated fees for the first year being \$47,500 for 2024 and \$42,500 for 2025;

**BE IT RESOLVED** that council appoints the auditing firm of Ernst & Young LLP to complete the annual audit for the fiscal years: 2024 & 2025

**MOTION CARRIED** (unanimously)

**ADJOURNMENT**

**IT WAS MOVED** by *Councillor Elderkin* **THAT** the meeting be adjourned at 5:07 pm.

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Mayor

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Clerk

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

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

Guests: Caleb Babin, Planner Plan 360  
Laura Stewart, Forsite (virtual)  
Jessica O'Dell, Maritime Ignite

### CALL TO ORDER

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

### ADOPTION OF AGENDA

IT WAS MOVED by *Councillor Jonah* and **SECONDED** by *Councillor Coates* THAT the agenda be adopted as presented.

**MOTION CARRIED** (unanimously)

### CONFLICT OF INTEREST DECLARATIONS

None declared.

### PUBLIC PRESENTATIONS

#### [Caleb Babin, Plan 360 - By-Law 25 WAP-069-FA-3](#)

Mr. Babin, planner provided a review of the proposed rezoning application for PID 05036462. He noted that the New Brunswick Department of Transportation and Infrastructure has updated its requirements, confirming that a traffic impact study is not required; however, a sightline analysis and other conditions must still be satisfied prior to permit issuance. These conditions are intended to ensure outstanding technical requirements are addressed at the development stage, as they cannot always be completed during the rezoning process.

Mr. Babin outlined the public notification process, including mailed notices to property owners within a 250-metre radius, advertisements in Connecting Albert County, and postings on the

municipal website and Facebook page.

Examples of enhanced public notification practices from other municipalities were shared, including increased notification distances and the use of on-site signage. Mr. Babin advised that such measures could be considered by Council in the future to improve public engagement.

**Councillor Ward-Russell** advised the importance of ensuring that rezoning processes in Fundy Albert are carried out properly, particularly with respect to improving public notification practices. She suggested that Council may wish to consider developing a formal policy to guide rezoning procedures moving forward.

Concerns were raised about the current 250-metre notification radius, noting that in a largely rural municipality, this distance may not effectively capture impacted neighbouring properties—even in more populated areas. As such, it was recommended that Council revisit and potentially expand the notification area to better reflect the municipality's rural character.

**Councillor Ward-Russell** expressed support for the use of signage to notify the public of rezoning applications, suggesting the investment in a movable sign as a practical and effective communication tool, without the need to include specific civic addresses.

Mr. Mike O'Blenes explained that the quarry operation is part of a broader network of affiliated companies and emphasized a commitment to working collaboratively with local communities. He noted that consultation has already occurred with relevant stakeholders, such as the local snowmobile association, and that accommodations will be made where required.

It was highlighted that rezoning represents only the initial step in a longer regulatory process, with additional requirements, such as site studies, environmental considerations, and provincial approvals, still to be addressed. Mr. O'Blenes also indicated that the site had previously been zoned for similar use in 2013, though this designation was not reflected during a recent permit renewal.

He described their business model as operating multiple quarry sites on an as-needed basis, often through agreements with landowners, and stated that operations are not continuous year-round. Instead, quarry activity would occur intermittently depending on project demands. He advised that the intent is not to disrupt the area, but rather to contribute economically, potentially including local employment opportunities, as part of their long-term operational strategy.

Mr. O'Blenes advised that the property was purchased in 2012 and rezoned in 2013, with permits renewed several times since, although the site was never developed into an operational quarry. He indicated that the zoning designation appears to have been lost over time, likely due

to the site not being activated.

Mr. O'Blenes emphasized a commitment to safety, including proper signage, public notification, and consideration of recreational users in the area.

It was further noted that infrastructure improvements, including road upgrades, would be undertaken to support operations. While the goal is to begin development as early as 2026, timelines will depend on regulatory approvals. Mr. O'Blenes reiterated his willingness to engage with stakeholders, provide direct contact information, and maintain a positive relationship with neighbouring property owners, highlighting their experience operating similar sites responsibly in the region.

**Councillor Elderkin** requested a recess at 4:49 pm.

**Mayor Campbell** welcomed everyone back from recess at 4:59pm.

#### [Laura Stewart - Forsite - Community Wildfire Resiliency Plan](#)

Ms. Stewart introduced the Community Wildfire Resiliency Plan (CWRP), expressing appreciation to Council, staff, and project partners for their collaboration and engagement throughout the process. She noted that while a draft was submitted by the April 15 deadline, a revised version with minor enhancements and a summary section will be provided.

The presentation emphasized the growing wildfire risk across Canada, driven by climate change, forest conditions, and increased development in wildland-urban interface areas. Although Fundy Albert has not yet experienced a major wildfire, it was highlighted as being in a strong position to take proactive measures. The plan identifies priority areas for mitigation and aligns with available provincial funding opportunities.

Key local risk factors include mature and fuel-heavy forests, proximity of development to wooded areas, limited access and egress routes, and exposure risks associated with Fundy National Park. The plan is based on a detailed hazard and risk assessment, including over 70 critical infrastructure reviews, and identifies high-risk areas such as Lower Coverdale, Riverside-Albert, Alma, and Hillsborough.

The CWRP serves as a practical roadmap, prioritizing actions to improve wildfire resilience. Core recommendations include vegetation management, public education, enhanced emergency planning, improved development standards, and stronger inter-agency collaboration. Immediate, low-cost mitigation actions, such as removing combustible materials near structures and improving building resilience, were highlighted as effective first steps.

The presenter expressed the importance of forming a local FireSmart or similar committee to oversee implementation, ensuring shared responsibility and avoiding reliance on a single staff member. Overall, the plan is designed to guide phased, achievable action to reduce wildfire risk and strengthen community preparedness over time.

**Mayor Campbell** requested a recess at 5:43 pm.

**Mayor Campbell** welcomed everyone back from recess at 5:49 pm.

### Jessica O'Dell – Maritime Ignite

Ms. O'Dell from Maritime Ignite Fire Academy presented a new nonprofit initiative aimed at engaging youth (ages 14–18) in firefighting through a two-week, hands-on training camp. The program is designed to build skills, confidence, leadership, and interest in the fire service, with one week dedicated to female participants and one week to male participants, supporting inclusivity and addressing gender gaps in recruitment.

The camp will accommodate up to 40 participants (20 per week) and include practical training such as hose and ladder work, extrication, fire simulations, CPR certification, fitness routines, and education on mental health and safety. The program is led by experienced firefighters and professionals, with a focus on mentorship and real-world exposure to the fire service.

The initiative responds to a recognized decline in volunteer firefighter recruitment and aims to create a pathway for youth to explore firefighting before committing to formal training or joining a department. Local delivery is prioritized, with classroom components in Hillsborough and practical training at a facility in Riverview. The program has received strong community support and significant in-kind donations of equipment, reducing initial funding needs.

The presenter highlighted the broader community benefit, including building a future pipeline of trained and motivated firefighters, and expressed intentions to expand outreach through local schools and regional promotion. The first camp is scheduled for August, with early registration already underway and growing interest from both local and out-of-province participants.

### INFORMATION ITEMS

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

[NBSPCA Quarterly Report](#)

[Maritime By-Law Enforcement](#)

Fire Department Quarterly Reports ([Alma](#), [Riverview](#), [Hillsborough](#), and [Riverside-Albert](#))

[Development Activity Report – Plan 360 February Report](#)

[Development Activity Report – Plan 360 March Report](#)

[EMO Coordinator Meeting Minutes – April 8, 2026](#)

### **COUNCIL DIRECTION REQUESTS**

#### **Recreation Infrastructure cost sharing**

Council discussed a proposed regional recreation infrastructure cost-sharing arrangement, with the Mayor seeking direction ahead of an upcoming vote. Clarification from provincial representatives indicated that while the process is mandated through service commissions, forced participation is not the preferred approach.

Council members expressed a range of perspectives regarding the proposal.

**Councillor Land** indicated opposition, citing concerns that the process would not be fair.

**Councillor Jonah** noted that the change may be inevitable, whether through the current proposal or potential provincial direction. He raised concerns that the arrangement could result in a one-way flow of resources, with the municipality contributing more than it receives. He also questioned whether the municipality would generate sufficient activity in the near term to justify the financial impact, given its size and fiscal constraints, and indicated he remains undecided.

**Councillor Coates** suggested tabling the matter to allow for further research. He noted that residents in Wards 5 and 6 primarily access services in Riverview and questioned the feasibility of alternatives unless a new facility is developed, referencing current funding efforts and existing service commission arrangements.

**Councillor Elderkin** stated that their position remains unchanged, expressing that the municipality is not ready to proceed due to a number of unknowns.

**Councillor Ward Russell** expressed agreement with Councillor Elderkin, recognizing that there may be potential benefits to the proposal for both parties, including future opportunities for support. However, she indicated that the municipality is not prepared to move forward given the current level of information and raised concerns about the financial capacity of a small rural community to support such an initiative.

### Canada Day

Staff sought direction from Council regarding planning for Canada Day 2026, noting that \$8,000 in funding has been secured through Canadian Heritage. The Recreation Committee supports hosting celebrations in both Hillsborough and Alma again this year, consistent with past practice. Input from the Alma community is pending following their upcoming fundraising efforts.

Council members noted that both events in 2025 were well attended and successful, particularly highlighting the suitability of the Alma rink location. There was general agreement to proceed with dual celebrations for 2026 and defer any broader changes to the format to the incoming Council following the municipal election.

### Pool Repairs

Council reviewed updates on pool repair planning, including funding and outstanding quotes. Staff advised that confirmation of an RDC grant is still pending, though support from the local MLA provides confidence it will be approved. Current estimates indicate approximately \$40,000–\$45,000 is required to complete necessary repairs, including drain work and resurfacing, with \$20,000 already budgeted and additional funding anticipated through the grant (requiring a municipal contribution).

It was noted that quotes received to date vary and do not consistently include all required work, such as recoating or concrete repairs, and staff continue to seek comprehensive pricing. Council raised questions regarding discrepancies in quoted amounts and scope of work.

Discussion also focused on the long-term viability of continued repairs versus planning for a full replacement or major refurbishment. Staff indicated that proposed repairs should extend the pool's lifespan by approximately 7–10 years, while longer-term planning, including potential capital investment of roughly \$150,000, would be addressed through future asset management planning.

### Arena Pressure Relief Valve Replacement

Staff provided an update on the replacement of the arena pressure relief valve, noting that the matter was previously outlined in a Council Report Form. Two quotes were obtained after other suppliers directed staff to specialized contractors familiar with arena refrigeration systems, specifically Black & McDonald and CIMCO.

The replacement was identified as part of routine inspection and maintenance during the arena's seasonal shutdown. It was clarified that this work is separate from prior ventilation repairs and is a scheduled maintenance requirement to ensure proper operation of the refrigeration system.

## **ADMINISTRATION REPORTS**

Refer to the following reports:

[Director, Legislative Services](#)

Ms. Beers advised that an update to the report reflects approval of a request to reassign one worker to a lifeguard position.

**Councillor Ward-Russell** asked whether the mini-split has been installed at the VIC. Staff advised the goal of having it in place prior to July 1. Staff noted that timing will depend on ongoing transitions related to the Chambers renovation. It was confirmed that the approach remains consistent with prior discussions, focusing on replacing the existing setup with a larger, more efficient option that provides better overall value.

[Director of Operations](#)

Mr. Barrett advised spring operations are progressing well, with street sweeping largely completed and remaining minor tasks to be finalized. The hydrant survey is underway, with three hydrants in Hillsborough identified as out of service, two expected to be repaired easily once parts arrive, and one potentially requiring replacement. The Fire Department has been notified and will continue to receive updates as repairs are completed.

Planning is also underway for Trail Day in May, tentatively scheduled for May 9. Support for the event has been received, including donated items from Trans Canada Trail (Columbia Sportswear) and non-alcoholic beverages from Athletic Brewing Company.

A question was raised from **Councillor Elderkin** regarding the role of water operators in current cleanup and public works activities, specifically whether they are involved beyond the hydrant survey or assisting in other areas such as lagoons or general public works tasks.

In response, it was confirmed that water operators are currently dedicated solely to the hydrant survey, which is expected to take approximately 4–5 weeks, including repairs. Following completion, they will shift to other water system responsibilities such as lagoon vegetation cleanup and ongoing compliance requirements, including weekly reservoir checks as mandated by the Department of Health. They also handle operational needs like water turn-ons and shut-offs. At this time, they are not supporting general public works, as priority is being given to completing the hydrant survey.

**Councillor Land** asked whether the reporting platform (City Reporter) is used across all departments or limited to public works.

It was clarified that the platform is currently used only by public works employees to track their hours, primarily due to per-user licensing costs. As a result, office staff are not included in the

system, as it is not designed or implemented for broader organizational use.

**Councillor Jonah** asked regarding the current condition of the fleet, specifically how many service vehicles are still reliable given that all five are operational but demand may impact availability.

In response, it was noted that, excluding the 3-ton truck slated for sale, there are five vehicles in use. Of these, three are in good condition and align well with asset management lifecycle expectations. The remaining two present concerns: a 2012 one-ton truck is in poor condition and likely to break down, while a 2016 one-ton dump truck, despite recent axle repairs, requires close monitoring due to past issues.

From a future planning perspective, it was suggested that the ideal fleet would include two heavy-duty vehicles (e.g., 3-ton trucks) dedicated to heavy work, and several lighter vehicles (such as half-tons or service vans). A service van equipped as a mobile workshop was highlighted as a potential efficiency improvement, allowing staff to complete repairs in the field rather than returning to base. This approach would reduce wear and tear on heavy vehicles and improve overall operational efficiency over time.

Several questions were raised regarding the status and operation of the Alma well system, as well as fleet usage and efficiency.

**Councillor Ward-Russell** asked if there is an Alma well system timeline, an update was requested on when the system will be fully operational. It was noted that the system is close to being turned on following a Department of Health review; however, final approval depends on outstanding documentation and minor tasks. While water has been pumped into storage tanks, it has not yet been distributed. **Councillor Land** asked about how pumping will be managed, the impact on existing well levels, and whether the aquifer will recover adequately without causing turbidity issues. There was also a request to confirm whether treatment options (e.g., UV or other systems) are available to address turbidity and avoid boil water advisories. Staff indicated that ongoing monitoring and reporting by consultants will inform these operational decisions. **Councillor Elderkin** asked questions focused on vehicle usage and fuel efficiency, specifically whether trucks could be stationed in different areas (e.g., Alma and Riverside-Albert) to reduce travel time and fuel costs. It was confirmed that, similar to the previous year, there are plans to station a vehicle in Riverside-Albert during weekends to service that area. Further discussion suggested exploring more efficient fleet strategies, including the potential use of smaller, fuel-efficient vehicles to reduce mileage costs and improve operational efficiency, as well as reviewing current mileage expenses.

**Councillor Ward-Russell** raised concerns and questions regarding recent progress on the Greensboro Lagoon (Ward 6) project, noting that after a long period of limited movement, there has been a sudden increase in activity, including potential tendering and a public meeting

timeline.

It was emphasized that Council should have thorough internal discussions and receive detailed information—particularly regarding costs, timelines, and service delivery options (e.g., municipal responsibility vs. contracted services)—before engaging the public. The concern is that without this clarity, Council may not be able to adequately respond to anticipated public questions.

Additional discussion highlighted recent developments, including possible infrastructure considerations (e.g., road raising) and prior delays related to archaeological matters. Given the rapid progression, it was suggested that the matter be brought forward for further Council discussion and that staff conduct a detailed analysis of costs and operational capacity. Concerns were also raised about whether the municipality has the resources to take on additional responsibilities at this time, with the option of contracting services identified as a potential interim solution.

#### Treasurer Report

##### General Operating

##### Alma Utility

##### Hillsborough Utility

##### Riverside-Albert Utility

Ms. Hutchinson provided an overview of audit preparation, current financial standing, and key reporting items.

Staff are finalizing minor adjustments to the 2024 audit file and preparing supporting documentation, with plans to submit to Ernst & Young shortly. Work has also begun on the 2025 audit file. As of the end of March, the general operating fund shows a healthy available balance and net income, with some concern noted around HST-related purchasing variances, largely tied to capital activity.

Several maintenance activities (e.g., tank cleaning, seasonal work) are scheduled for the summer, which will impact expenditures. Billing cycles have been completed, and enforcement actions (disconnection notices) have been issued, with at least one major receivable successfully collected.

From the 2023 audit, the municipality reported:

- A surplus in general operations,
- A small utility deficit,
- Surpluses in Hillsborough and Riverside-Albert utilities.

A key compliance item identified is the requirement to report Asset Retirement Obligations

(ARO) under new public sector accounting standards. This includes liabilities related to assets such as landfills, buildings with asbestos, and lagoons. The municipality is in the process of engaging an engineer to complete the required report and has confirmed with the Province that current progress is acceptable.

Additionally, an issue with loan covenant compliance was noted due to delays in audited financial statements. This has been temporarily addressed using unaudited statements, and updated financials have now been submitted to maintain borrowing arrangements.

Several questions were raised regarding Asset Retirement Obligations (ARO), audit timelines, utility finances, and financial reporting clarity.

**Councillor Ward-Russell** inquired about the anticipated cost of completing the ARO work. It was explained that costs are not yet confirmed and will depend on the scope and whether existing work (e.g., asset management plans) can be leveraged. The ARO will include liabilities related to lagoons, landfills, and buildings containing hazardous materials (e.g., asbestos), and is expected to be a significant undertaking. There is also interest in exploring potential provincial support for this requirement.

A question was also asked about the timeline for submitting audit materials. Staff confirmed a meeting with auditors is scheduled to establish timelines, with the goal of providing an update to Council shortly. Ongoing work to “map” funding sources for capital assets is expected to streamline the audit process and reduce time required by auditors.

Discussion then turned to utility deficits, specifically Alma’s 2023 deficit. It was clarified that the deficit will be addressed in 2025 through an accounting adjustment and will be borne by that utility (user-pay model), without impacting other utility areas. It is anticipated that existing surpluses may offset the deficit.

Further questions addressed:

- Whether E6 (financial consultants) will continue if budgeted funds are exhausted, this will be discussed in upcoming meetings, including potential contract adjustments.
- The status of a new accounting/planning system, with updates to be requested from E6.
- Whether additional funding support could be sought for E6 services, Mr. Wallace advised an inquiry has been sent but no response received yet.

**Councillor Elderkin** sought clarification regarding reported bank balances, noting that figures presented are point-in-time balances and do not reflect outstanding payables or restricted funds (e.g., capital grants). This distinction is important to avoid misinterpretation of the municipality’s overall financial position.

## MAYOR AND COUNCILLOR STATEMENTS AND INQUIRIES

**Councillor Land** asked a question about the snow removal contract, Mr. Barrett confirmed it is currently in its third year and includes a renegotiation clause, which has been exercised to extend the agreement by an additional two years.

**Councillor Land** requested an update on the hiring of a Fire Chief. Mr. Wallace advised that no significant progress has been made to date, with a target timeline of late June for completion.

**Councillor Land** asked for an update regarding the trail project, Mr. Barrett advised that there is no firm timeline at this point, though meetings are expected within the next couple of weeks to explore funding opportunities and advance the project.

**Councillor Jonah** raised concerns about the recurring public interest in installing a crosswalk on Main Street in Hillsborough, noting recent community discussions. Historical context was provided, explaining that multiple attempts by past councils to install crosswalks in various locations were unsuccessful due to safety and regulatory constraints, primarily inadequate line of sight, road incline, lack of connecting sidewalks, and impacts on parking. It was emphasized that while there is support for a crosswalk, the physical and regulatory limitations have prevented approval. The current process would also require a traffic study by an engineer before submission to the provincial department for review.

**Councillor Jonah** noted the issue may resurface with a new council and offered to provide background information to assist future decision-making.

**Councillor Coates** raised questions about recently announced federal and provincial funding (reported around April 12) aimed at improving firefighting capacity and infrastructure, including support for volunteer fire departments. They inquired whether the municipality had received or would receive any of this funding, particularly given concerns about an anticipated severe wildfire season. It was noted awareness of separate support from the Department of Natural Resources involving donated equipment.

Additional discussion referenced investments in wildfire response capacity (e.g., staffing and equipment for wildland fires) and the importance of ensuring local fire departments benefit where possible.

**Councillor Ward-Russell** shared appreciation for attending a recent community breakfast and raised concerns about the discontinuation of large item garbage pickup by Eco360. She noted ongoing complaints from residents and requested that the Mayor explore, through Regional Service Commission discussions, the possibility of reinstating periodic bulk item collection, as current alternatives are insufficient.

**Councillor Ward-Russell** advised ongoing work with the CAO on a dry hydrant project in Ward 6

and requested it be added to a future Council agenda for further discussion and direction.

**Councillor Ward-Russell** emphasized the importance of early budget discussions and encouraged maintaining the current tax rate, acknowledging financial pressures on residents.

**Councillor Ward-Russell** requested a breakdown of legal costs incurred since the beginning of the year.

**Councillor Elderkin** provided an overview of recent activities, including attending a Department of Natural Resources presentation with local fire departments, a job fair hosted by CCRC, a Southeast Regional Service Commission meeting on shared services, and a joint fire department meeting, highlighting the value of having all departments collaborating.

**Councillor Elderkin** also attended the AGM of the Albert County Tourism Association, noting the need for municipalities to assess and support local assets, as some are struggling.

**Councillor Elderkin** emphasized the importance of training for incoming Council members, Ms. Beers advised accommodations have been arranged for the scheduled sessions in Saint John.

**Councillor Elderkin** provided a reminder to maintain public washroom access (outhouses) in Riverside-Albert for trail users, especially given tourism and trail usage.

**Councillor Elderkin** reminded everyone about the upcoming volunteer appreciation event for Saturday April 25.

**Mayor Campbell** noted a busy period of meetings, including discussions with other Mayors regarding recreation-related costs, as well as participation in Southeast Regional meetings. He highlighted that the remainder of April and early May will be particularly busy due to the ongoing election campaign.

A question was raised about organizing a candidate meet-and-greet event. It was confirmed that efforts are underway to coordinate a session involving all candidates, with a potential date being discussed for the upcoming Sunday. Additional smaller events are taking place across different communities, though there is interest in ensuring at least one centralized event where all candidates can participate.

## **PUBLIC STATEMENTS AND INQUIRIES**

Ms. Kathy Weir advised that a meet the candidate event hosted by the CCRC is scheduled for April 30 at the recreation centre, with other events occurring in Alma and Riverside-Albert. An update was provided on the recent job fair, where attendance was lower due to school

absence, but employers reported receiving fewer, higher-quality applicants who were genuinely seeking work.

Discussion followed regarding the municipal alert system, with clarification that it is functioning but relies on residents signing up. Efforts to increase participation have included social media posts, utility bill inserts, and outreach at public events, with plans for continued promotion. Finally, comments were made on the FireSmart program report, noting its level of detail and the suggestion to establish a committee to support its implementation.

Ms. Elaine Ward expressed appreciation to Council for postponing the matter, citing significant confusion and concern within the Greensboro subdivision due to a lack of clear information about a proposed project. They described inconsistent and unconfirmed information circulating among residents, including questions about property access, road development, and project details, contributing to frustration and uncertainty.

M.s Ward emphasized the need for transparent communication and complete information before any public meeting is held.

She also raised concerns about the lack of attendance and engagement from election candidates at Council meetings, particularly given that this was the final Committee of the Whole meeting, noting disappointment in the perceived lack of interest from those seeking office.

### CLOSED SESSION

**IT WAS MOVED** by *Councillor Elderkin* and **SECONDED** by *Councillor Land* that Council have an in-camera session at 7:32 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 Ward-Russell* and **SECONDED** by *Councillor Elderkin* to return to the regular session at 7:53 pm.

**MOTION CARRIED (unanimously)**

### ADJOURNMENT

**IT WAS MOVED** by *Councillor Ward-Russell* **THAT** the meeting be adjourned at 7:53 pm.

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Mayor

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Clerk

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**Synopsis:** Pool Repairs

**Date:** May 5th, 2026

**Department:** Operations

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## Synopsis

Administration has identified that repairs to the municipal pool are required to ensure safe and compliant operation for the 2026 season, including replacement of the floor drains, as well as sandblasting, resealing, and repainting of the pool basin.

Three formal quotations were obtained for the floor drain replacement, each offering a different approach. While lower-cost and higher-specification options were presented, the proposal from Waterworks Pools & Spas, at a total cost of **\$21,525 plus HST**, provides the most cost-effective compliant solution, balancing regulatory requirements, operational performance, and long-term sustainability.

In addition to the floor drain works, quotations have been received for the sandblasting and repainting of the pool basin, with the current best full-scope pricing from Moncton sandblasting reconfirmed by phone and at a slight reduction given as \$15-17000 Plus HST, Awaiting further quotes from JC Industrial and Passionate Painters. Further quotations are still being sought, and the work will be awarded to the contractor offering the best value for money while meeting all compliance and operational requirements.

The total project cost (\$38,525.00 plus HST) exceeds the approved 2026 pool repair budget of \$20,000; however, an application has been submitted to the RDC CIF program for funding support of up to \$20,000. Administration has received an update that the application remains under review. While no guarantees have been provided, there is a level of confidence that the application will be approved given prior verbal support from the local MLA.

Timely approval is required to ensure the work can be completed in advance of the 2026 operating season and support a targeted opening date of July 1.

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## Draft Motion

### Be it resolved that Council:

1. **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;
2. **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; Currently Moncton Sandblasting with an estimate of \$17,000.00
3. **In the event the RDC CIF grant is not approved**, approve the allocation of up to \$20,000 from Shared Capital Reserve to cover the cost plus net HST to complete the required pool repairs;
4. **Authorize the CAO to approve and execute all expenditures related to the pool repairs within the approved budget.**

**Synopsis:** Arena Pressure Relief Valves

**Date:** May 5th, 2026

**Department:** Operations

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## Synopsis

During the seasonal shutdown of the Hillsborough Arena, it was identified that the pressure relief valves on the ammonia refrigeration system are at, or approaching, the end of their required service life. These valves are a mandatory safety component and must be replaced in accordance with provincial regulations in order for the refrigeration plant to operate.

Failure to complete this work will result in the plant being non-compliant and unable to be restarted for the 2026/27 season, effectively preventing arena operations. Two compliant quotations were obtained, with Black & McDonald providing the most cost-effective turnkey solution. Although not specifically identified in the 2026 budget, funding can be accommodated within the **2026 Skating Rinks & Arenas: Other (2.7.1.5.9)** budget line.

This request seeks Council approval to proceed with the replacement to ensure continued safe, compliant, and uninterrupted operation of a key municipal facility.

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## Draft Motion

Be it resolved 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.

**Synopsis:** Community Wildfire Resiliency Plan

**Date:** May 5, 2026

**Department:** Legislative Services

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## **DESCRIPTION**

As previously presented to Council on April 21, 2026, the Community Wildfire Resiliency Plan (CWRP) has been developed as a comprehensive, community-wide strategy to strengthen wildfire preparedness and resilience within the Village of Fundy Albert.

The plan incorporates all FireSmart disciplines and focuses on increasing public awareness of wildfire risks, enhancing interagency coordination, and identifying practical, locally tailored actions that are both implementable and measurable. The approach extends beyond vegetation management to include broader community safety and preparedness measures.

Forsite Consultants Ltd. was engaged to lead the development of the plan, bringing expertise in wildfire risk assessment, modelling, GIS, and FireSmart planning. Public engagement sessions were held on February 10 (Hillsborough) and February 11 (Riverside-Albert) to gather input from residents.

## **Recommendation:**

That Council adopt the Community Wildfire Resiliency Plan (CWRP) for the Village of Fundy Albert as presented.

# Fundy Albert

## COMMUNITY WILDFIRE RESILIENCY PLAN

2026-04-15

Prepared for:

**Fundy Albert**

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## Executive Summary

Wildfire activity is increasing in frequency and intensity across Canada, and New Brunswick is not immune to these changing conditions. Recent wildfire seasons have demonstrated the impacts of extended dry periods, heightened fire danger, and growing demands on firefighting resources throughout Atlantic Canada, reinforcing the need for proactive community preparedness.

Fundy Albert is a rural coastal municipality shaped by its forests, shorelines, and strong connection to the land. While these features contribute to its character and appeal, they also influence wildfire risk. Homes, infrastructure, and community assets are often situated within or near vegetated areas, creating conditions where wildfire can move from the landscape into developed areas and affect people, property, and critical infrastructure.

The wildfire hazard and risk assessment for Fundy Albert identified priority areas where wildfire exposure is elevated due to the combination of hazardous vegetation and building density. Communities such as Alma, Hillsborough, Riverside-Albert, and Lower Coverdale were highlighted as areas where focused mitigation efforts can meaningfully reduce risk. Local conditions, including varied terrain, coastal and inland ecosystems, seasonal fire weather patterns, and dispersed development, further shape wildfire behaviour and influence emergency response and evacuation considerations.

This Community Wildfire Resiliency Plan outlines a coordinated and achievable path forward to help Fundy Albert better understand its wildfire risk and take action to reduce it. Organized around the seven FireSmart<sup>TM1</sup> disciplines, the plan integrates collaboration, planning, and on-the-ground action to support long-term resilience.

Recommended actions are prioritized to support early progress while building toward sustained risk reduction. Near-term priorities include establishing a local FireSmart Committee, advancing public awareness and engagement, focusing mitigation efforts in higher exposure areas, and strengthening emergency preparedness and evacuation planning. Over time, the plan supports embedding wildfire considerations into land use planning, development practices, and ongoing vegetation management.

Building wildfire resilience in Fundy Albert will require ongoing collaboration across municipal leadership, fire services, provincial partners, community organizations, and residents. Through coordinated and sustained efforts, the municipality can reduce wildfire risk while preserving the natural landscapes and community values that make Fundy Albert unique, continuing to transform wildfire risk into wildfire resilience.

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<sup>1</sup> 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
- Ian Barrett, Director, Operations, 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

### 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.

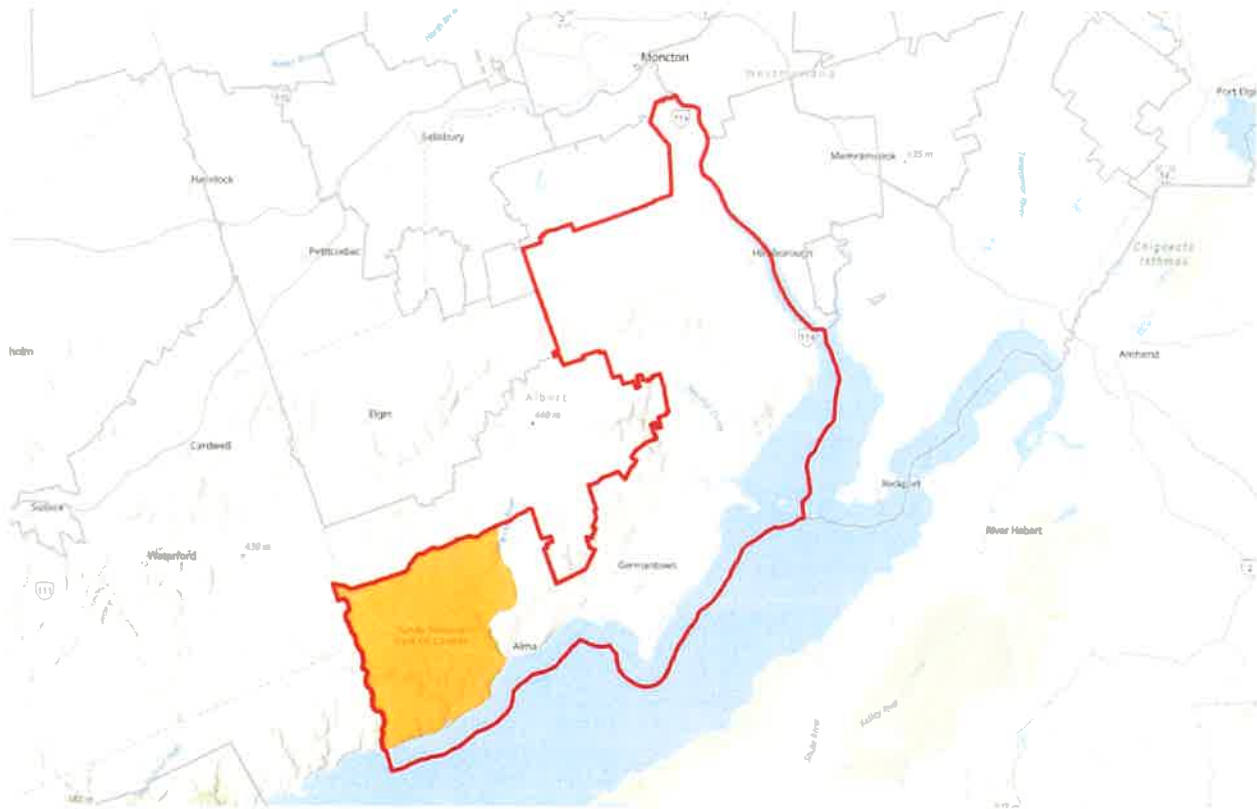


Figure 1. Map of Fundy Albert, NB.

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.

## VALUES-AT-RISK (VAR)

### 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.<sup>2</sup> 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)** A 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.

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<sup>2</sup> FireSmart Critical Infrastructure Guide

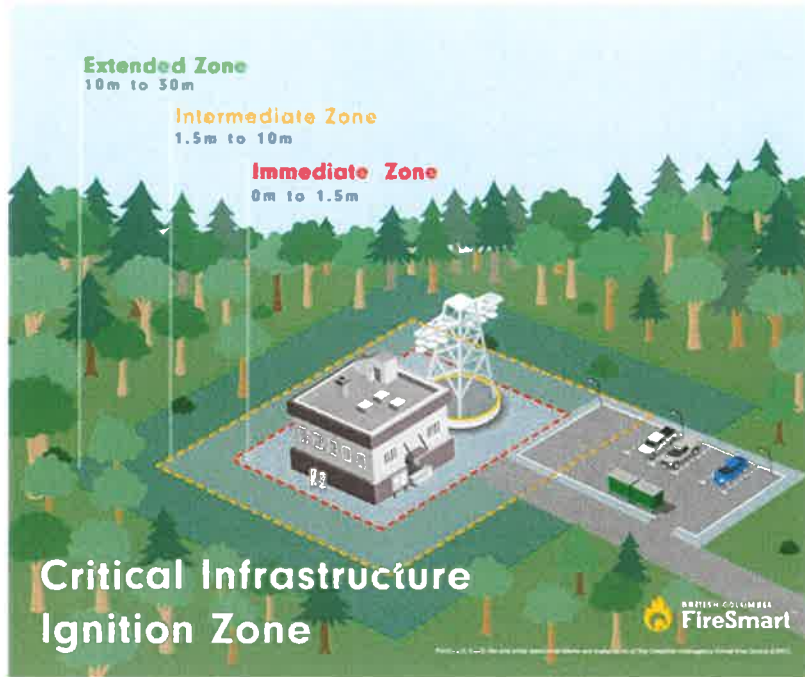


Figure 2. FireSmart Critical Infrastructure Ignition Zone, which is comprised of three priority zones.

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.<sup>3,4</sup> 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.

<sup>3</sup> 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>

<sup>4</sup> 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>

## 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.

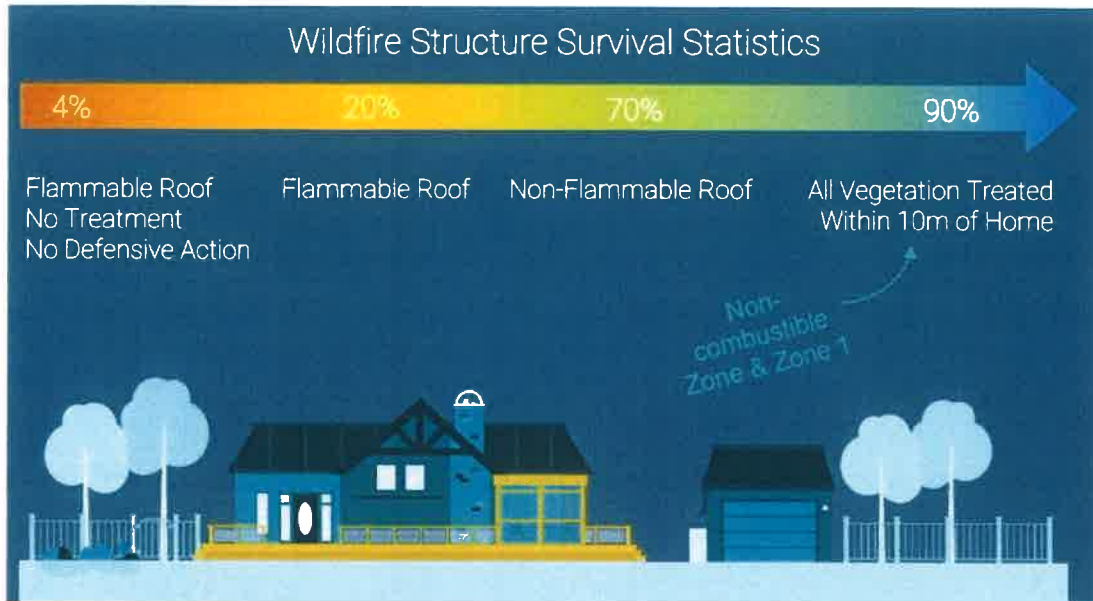


Figure 3. FireSmart wildfire structure survival statistics.

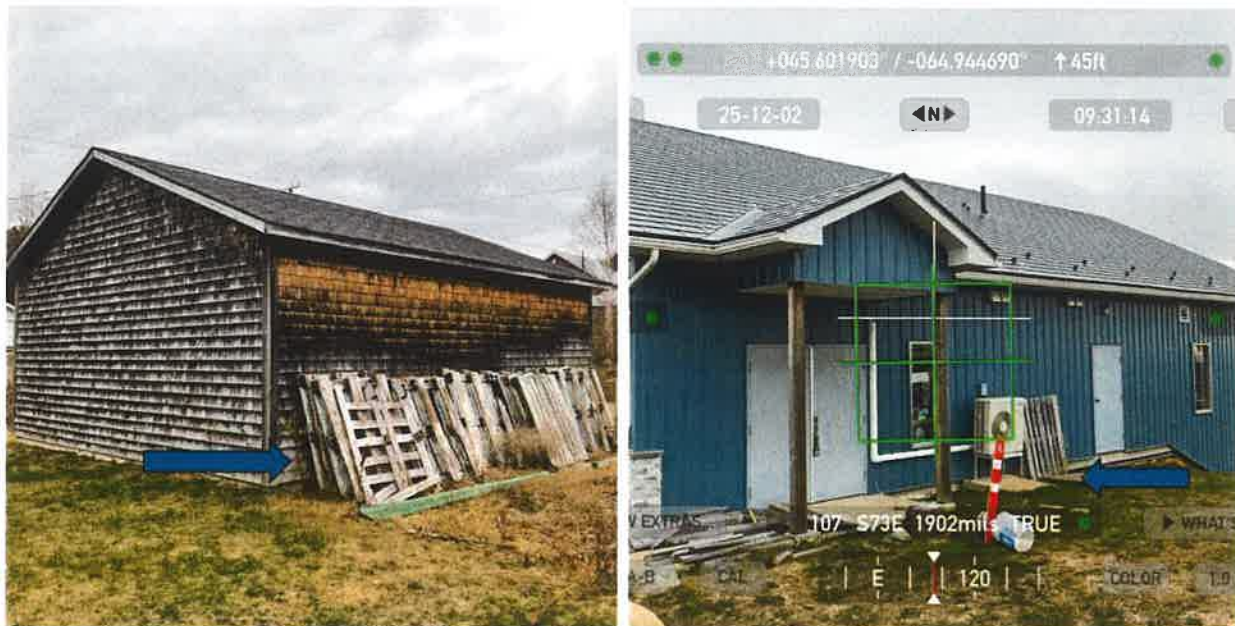


Figure 4. **Left:** Pallets are stacked against an outbuilding at the Alma Rec Centre. **Right:** Pallets and construction materials are stacked against the Alma Cultural Centre.

**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.

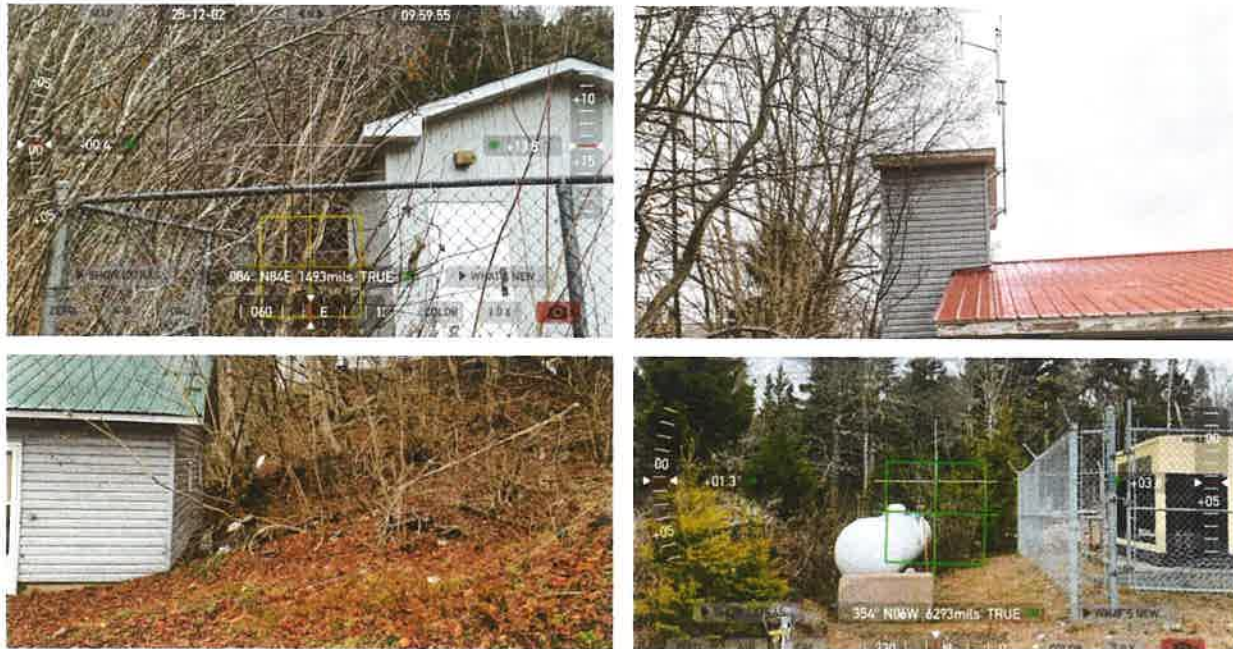


Figure 6. **Top Left:** Tree branches overhang and abut the Alma Blower Building. **Top Right:** Tree branches overhang and abut the Alma Fire Department. **Bottom Left:** Continuous leaf litter and trees are present within the Immediate Zone adjacent to the Alma Fire Department. **Bottom Right:** Coniferous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

## 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	Description & Recommendations
<b>Alma Fire Department</b>	<b>Location:</b> 8562 Main St, Alma, NB E4H 1N3	<b>Description:</b> 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. <b>Recommendations:</b> Remove and manage vegetation surrounding the buildings, cover gaps and openings to prevent ember penetration, and remove debris and junk from around the structures.
<b>Alma Activity Centre</b>	<b>Location:</b> 8 School St, Alma, NB E4H 1L2	<b>Description:</b> 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. <b>Recommendations:</b> 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.
<b>Alma Blower Building - Lagoon</b>	<b>Location:</b> 45°36'22.0"N 64°57'19.7"W	<b>Description:</b> 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. <b>Recommendations:</b> 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.
<b>Alma Hebron Tower</b>	<b>Location:</b> 45°37'23.4"N 64°54'07.6"W	<b>Description:</b> 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. <b>Recommendations:</b> 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.
<b>Alma Municipal</b>	<b>Location:</b> 8 School St, Alma, NB E4H	<b>Description:</b> The building is located in a clearing and surrounded by maintained lawn. Several wooden decks and steps abut the building and

Critical Infrastructure	Location	Description & Recommendations
Office	1L1	<p>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.</p> <p><b>Recommendations:</b> 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.</p>
Bailey Bridge Route 910	<p><b>Location:</b> 45°54'49.2"N 64°42'14.3"W</p>	<p><b>Description:</b> 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.</p> <p><b>Recommendations:</b> Add an asphalt surface or prioritize for structure protection during a wildfire. Consider alternative routes for traffic flow and additional communication.</p>
Riverside Albert – Municipal Building	<p><b>Location:</b> 5823 King St, Riverside-Albert, NB E4H 4B4</p>	<p><b>Description:</b> 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.</p> <p><b>Recommendations:</b> Remove conifers adjacent to outbuilding and maintain manicured grass 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.</p>
Riverside Albert Lift Station	<p><b>Location:</b> 45°44'53.3"N 64°44'00.5"W</p>	<p><b>Description:</b> Metal structure on concrete base. No risk.</p> <p><b>Recommendations:</b> None.</p>
Riverside Albert Consolidated School	<p><b>Location:</b> 90 Water St, Riverside-Albert, NB E4H 3Z7</p>	<p><b>Description:</b> 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.</p> <p><b>Recommendations:</b> 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.</p>
Hillsborough Works Garage	<p><b>Location:</b> 110 Steeves St, Hillsborough, NB</p>	<p><b>Description:</b> 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</p>

Critical Infrastructure	Location	Description & Recommendations
	E4H 3C3	<p>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.</p> <p><b>Recommendations:</b> 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.</p>
Hillsborough Volunteer Fire Department	<p><b>Location:</b> 2789 Main St, Hillsborough, NB E4H 2X4</p>	<p><b>Description:</b> Building constructed with ignition-resistant materials. Unmanicured vegetation exists within the immediate and intermediate zones.</p> <p><b>Recommendations:</b> 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.</p>
Hillsborough Municipal Office	<p><b>Location:</b> 61 Academy St, Hillsborough, NB E4H 2R8</p>	<p><b>Description:</b> 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.</p> <p><b>Recommendations:</b> Continue to maintain grass surfaces. Cover vents with a 3mm mesh.</p>
Hillsborough Generator building	<p><b>Location:</b> 5 Steeves St, Hillsborough, NB E4H 2X8</p>	<p><b>Description:</b> Ignition-resistant brick siding. Roof material is vulnerable to ignition sources. Surrounding vegetation out to intermediate zone consists of manicured grass.</p> <p><b>Recommendations:</b> Continue to maintain grass surface. Consider upgrading roof material to a class A non-combustible material.</p>
Hillsborough Lagoon Building	<p><b>Location:</b> 45°55'40.9"N 64°38'24.2"W</p>	<p><b>Description:</b> 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.</p> <p><b>Recommendations:</b> Add ignition-resistant siding to the exposed shed. Remove all combustible materials from the exterior of the building.</p>
Hillsborough Ambulance	<p><b>Location:</b> 2960 NB-114, Hillsborough, NB E4H 2T8</p>	<p><b>Description:</b> 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.</p> <p><b>Recommendations:</b> 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.</p>
Hartley Steeves Covered Bridge	<p><b>Location:</b> 4459 NB-910, Hillsborough, NB E4H 4E6</p>	<p><b>Description:</b> 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.</p> <p><b>Recommendations:</b> Plan to replace the bridge or provide an alternative</p>

Critical Infrastructure	Location	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.
<p><b>Hank Braam Kiwanis Centre</b></p>	<p><b>Location:</b> 47 Legion St, Hillsborough, NB E4H 2W7</p>	<p><b>Description:</b> 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.</p> <p><b>Recommendations:</b> 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.</p>

## HAZARD

### 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)
<b>Area (ha)</b>	218,075	140,789	226,450
<b>Climate</b>	Transition between warm, dry Eastern Lowlands and cool, wet Fundy Coast	Cool and wet	Cool summers and mild winters with persistent summer fog
<b>Precipitation (mm) May - September</b>	~415-450	~450-550	~450-500
<b>Landcover (forested and non-forested*)</b>	70% - Forested 30% - Non-forested Gently rolling, low-lying area with ridges and valleys along the Petitcodiac 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 coastal cliffs and marshy salt-flats
<b>Dominant fuels</b>	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
<b>Typical fire behaviour</b>	High intensity in dry years; smouldering in peat	Moderate to high; patchy severity	Rapid spread, low intensity
<b>Weather controls</b>	Moist, cool, shorter fire season	Warm, dry, windy	Hot, dry, windy; high ignition rates

The historic wildfire regime (type, frequency, intensity, size, seasonality, severity, cause of ignition) of New Brunswick is not well understood and comes with a degree of variability and uncertainty. While a moist and cool maritime climate suggests that fire frequency and severity historically would remain relatively low, it does not account for extreme wildfire events that are generally driven by periods of drought, low humidity, and high temperatures and winds. Information on pre-colonization fire regimes can be found in oral histories of the local

Mi'kmaq peoples and suggests that fire has played a significant role in shaping the local ecosystems, culture and was utilized for land stewardship<sup>5</sup>.

A summary of wildfire records for the period from 1920-1975 in New Brunswick shows that the average number of fires per year was 270, with average size during that period dropping from 20 hectares to just 4 hectares and annual area burned ranging from 400 to 40,000 hectares. This equates to a 1,000 to 2,500 overall fire return interval for this period<sup>6</sup>. It is important to note that this period coincides with extreme suppression practices and legislation that has led to an anthropogenic alteration in natural fire cycles and ecosystem functions. That said, the continued advancement in effective fire suppression tactics and tools (use of aircraft, advanced detection) and the expansion of WUI areas through increased development today, has not stalled suppression resulting in current fire return intervals of 3,000 years in some areas. However, pre-suppression era intervals may have been closer to 200-600 years<sup>7</sup>.

More recently, like the rest of Canada and other parts of the world, New Brunswick has experienced a growing number of large fires resulting from extreme fire behaviour. The increase in fire behaviour severity can be at least partially attributable to climate change and as climate change impacts are expected to increase, it is reasonable to suggest that fire behaviour will increase as well. With that, annual area burned is expected to increase.<sup>8</sup>

## 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<sup>9</sup>. 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.

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<sup>5</sup> <https://dalspaceb.library.dal.ca/server/api/core/bitstreams/02ef5912-0aec-4307-b1d0-83f3368c9c19/content>

<sup>6</sup> <https://sci-hub.box/10.1139/x77-038>

<sup>7</sup> <https://cdnsiencepub.com/doi/10.1139/er-2022-0122>

<sup>8</sup> <https://cdnsiencepub.com/doi/10.1139/er-2022-0122>

<sup>9</sup> 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>

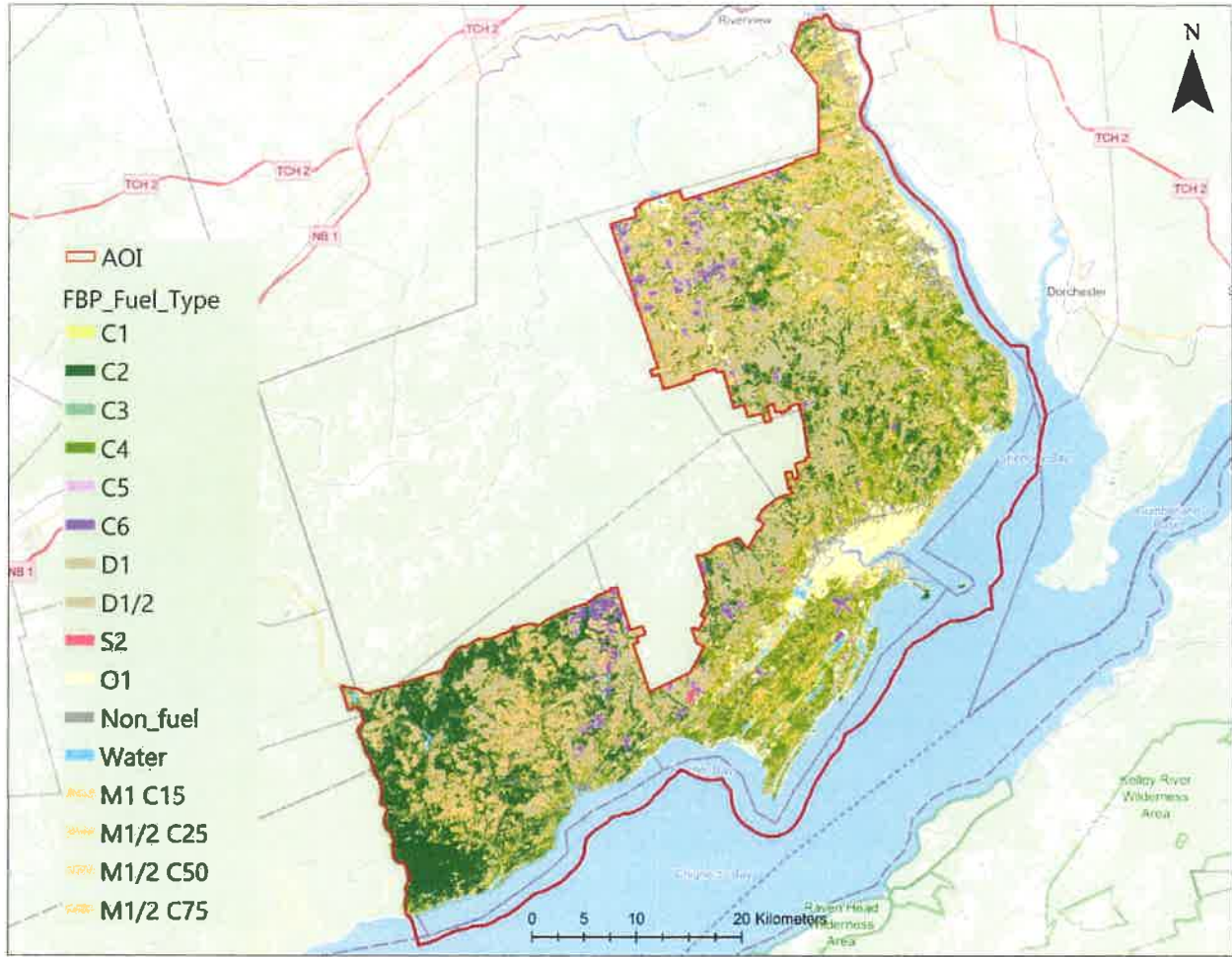


Figure 7. Fundy Albert FBP fuels distribution.

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	<b>Spruce-Lichen Woodland:</b> highly flammable boreal/subarctic coniferous fuel type characterized by open black spruce stands and continuous ground lichens.
C-2	27.72	<b>Boreal spruce:</b> extremely volatile; supports intense, fast-spreading Crown fires with high rates of spread and fire intensity.
C-3	0.49	<b>Mature Jack or Lodgepole pine:</b> 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	<b>Red and white pine:</b> 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	<b>Conifer plantation:</b> 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	<b>Leafless Aspen:</b> 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	<b>Green Aspen:</b> Very low potential, high foliar moisture and low surface fuel load suppress fire spread.
M-1	0.05	<b>Boreal Mixedwood - Leafless (15% conifer):</b> 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	<b>Mixedwood – Leafless/Green: (25% conifer).</b> Moderate potential, fire behaviour depends on moisture levels, conifer proportion, and leaf-out stage.
M-1/2 C50	15.1	<b>Mixedwood – Leafless/Green: (50% conifer).</b> Moderate potential, fire behaviour depends on moisture levels, conifer proportion, and leaf-out stage.
M-1/2 C75	5.01	<b>Mixedwood – Leafless/Green: (75% conifer).</b> Moderate potential, fire behaviour depends on moisture levels, conifer proportion, and leaf-out stage.
S-2	0.12	<b>White Spruce / Balsam Slash:</b> 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	<b>Grass.</b> Both matted and standing grass can support rapid wildfire spread rates under windy and dry conditions.
Water	0.85	No fire progression.

## 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.

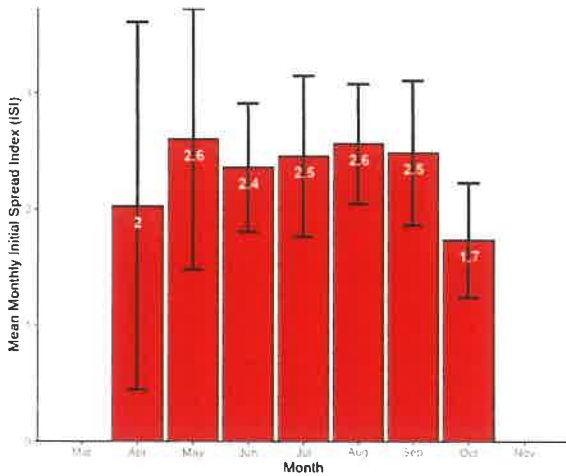


Figure 8. Mean monthly initial spread index (ISI), daily ERA5 FWI at the Fundy\_Albert point location between the years of 2014 and 2023 (95% Confidence Intervals).

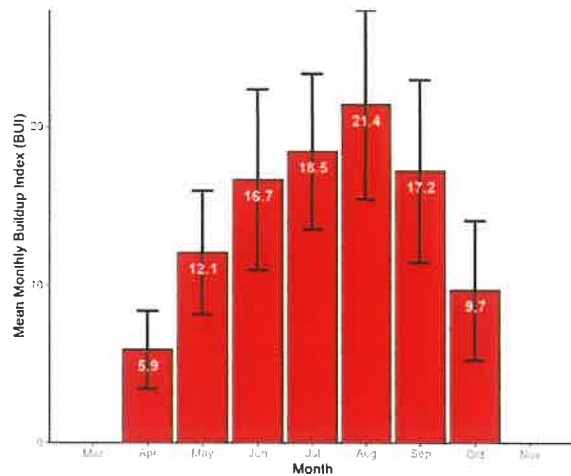


Figure 9. Mean monthly buildup index (BUI), daily ERA5 FWI at the Fundy\_Albert point location between the years of 2014 and 2023 (95% Confidence Intervals).

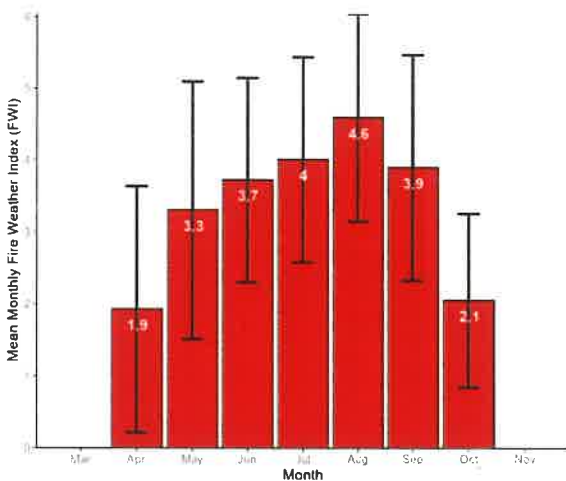


Figure 10. Mean monthly fire weather index (FWI), daily ERA5 FWI at the Fundy\_Albert point location between the years of 2014 and 2023 (95% Confidence Intervals).

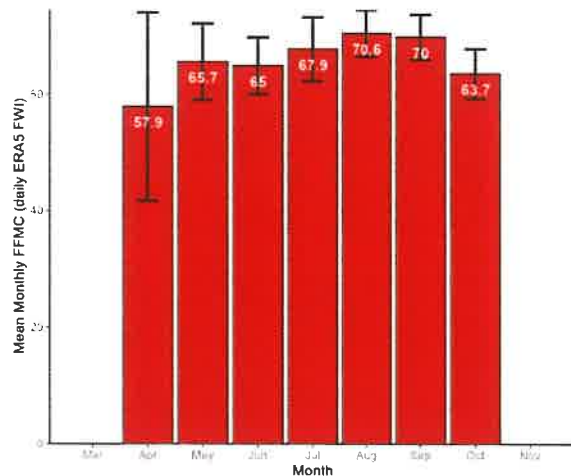
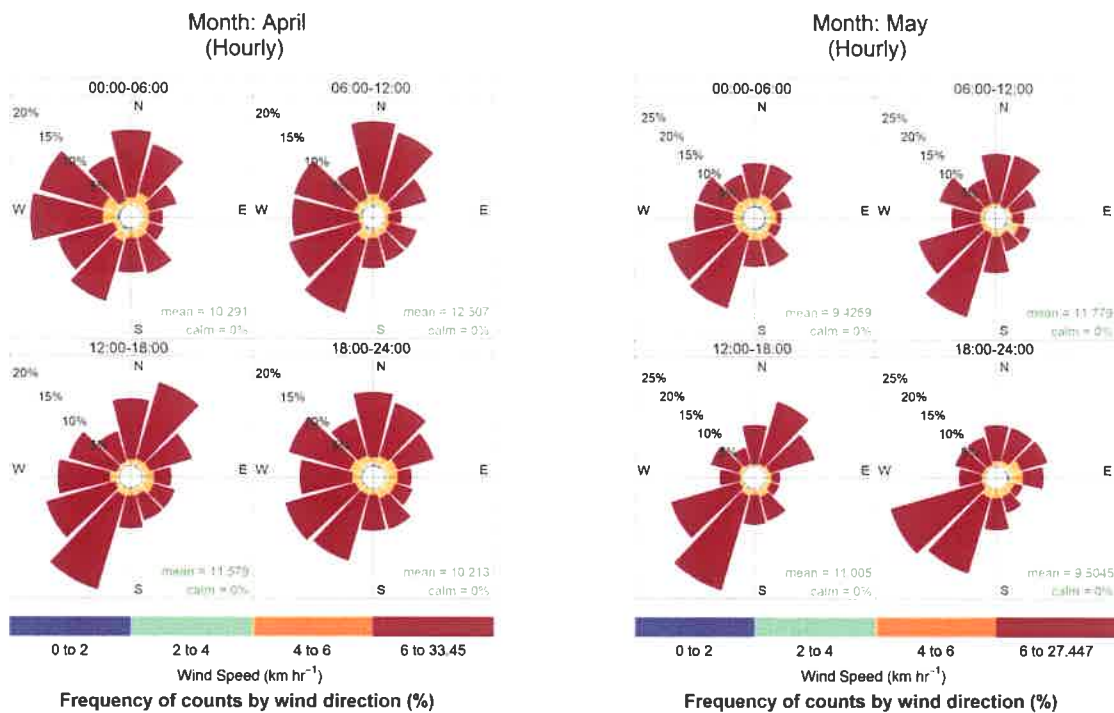


Figure 11. Mean monthly fine fuel moisture code (FFMC), daily ERA5 FWI at the Fundy\_Albert point location between the years of 2014 and 2023 (95% Confidence Intervals).

## 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.



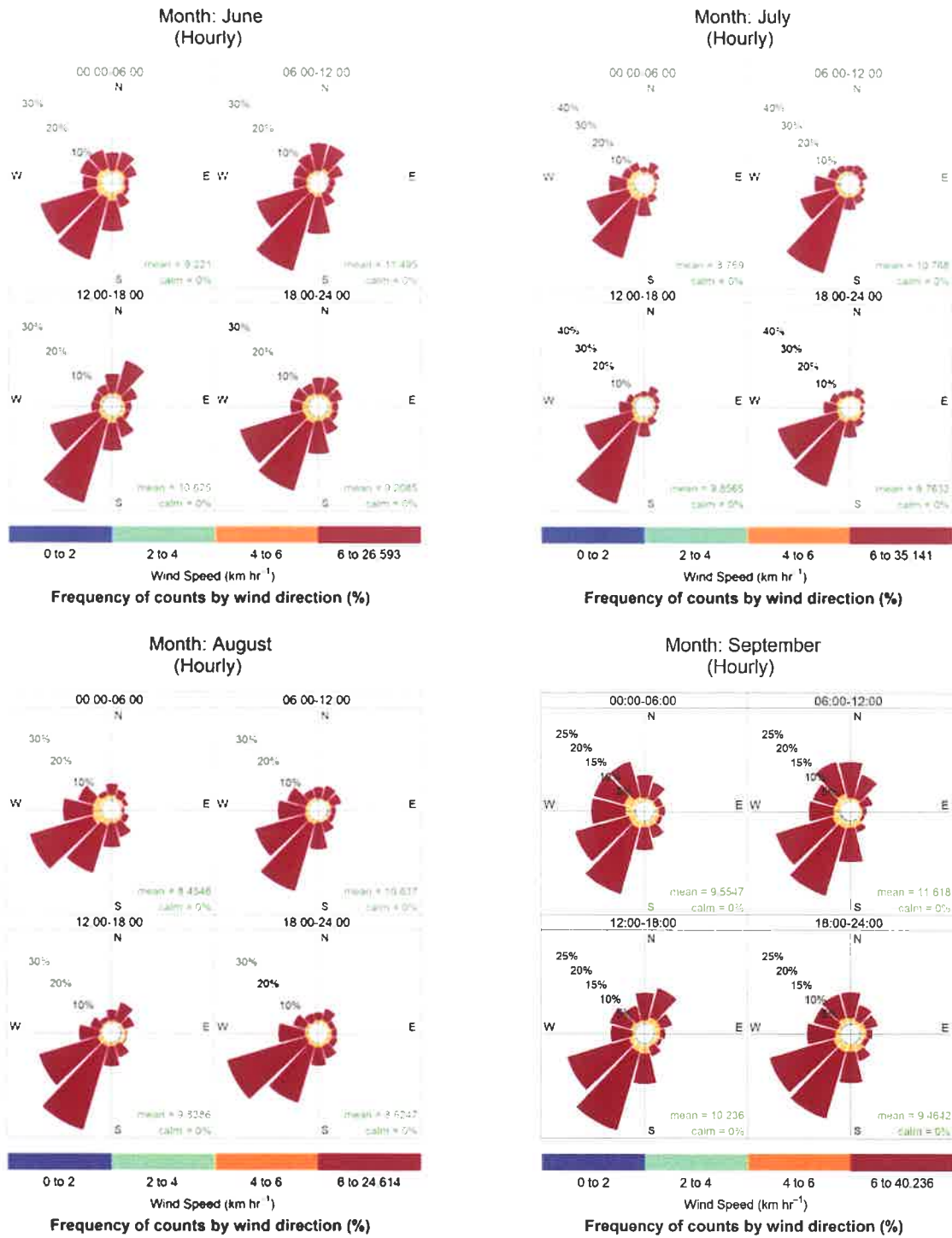


Figure 12. Wind roses for Fundy Albert sourced from ERA5 weather data, for months Apr-Sept, between the years of 2014-2024.

## RISK

### 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<sup>10</sup>.

- **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.

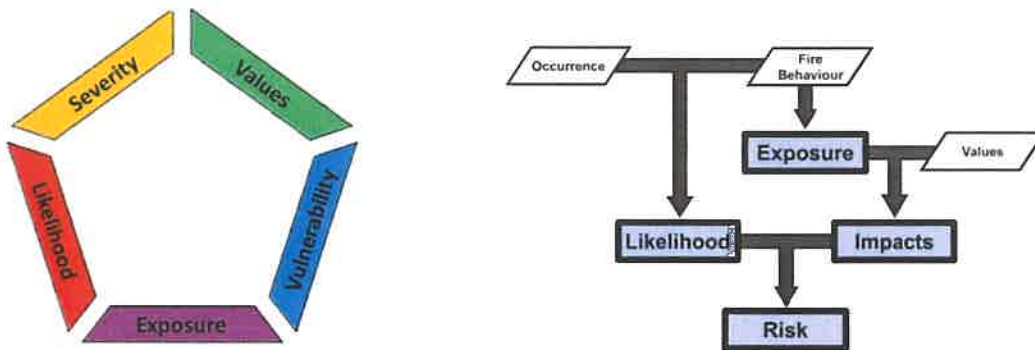


Figure 13. The primary components of fire risk<sup>11</sup>.

<sup>10</sup> [https://www.ccohs.ca/oshanswers/hsprograms/hazard/risk\\_assessment.html](https://www.ccohs.ca/oshanswers/hsprograms/hazard/risk_assessment.html)

<sup>11</sup> 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.

## 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)<sup>12</sup> and using the 2024 national FBP fuel type map at a 30×30 metre 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 metres). 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, 2021<sup>12</sup>).

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<sup>13</sup>).

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-metre spatial resolution.

<sup>12</sup> 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>

<sup>13</sup> 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>

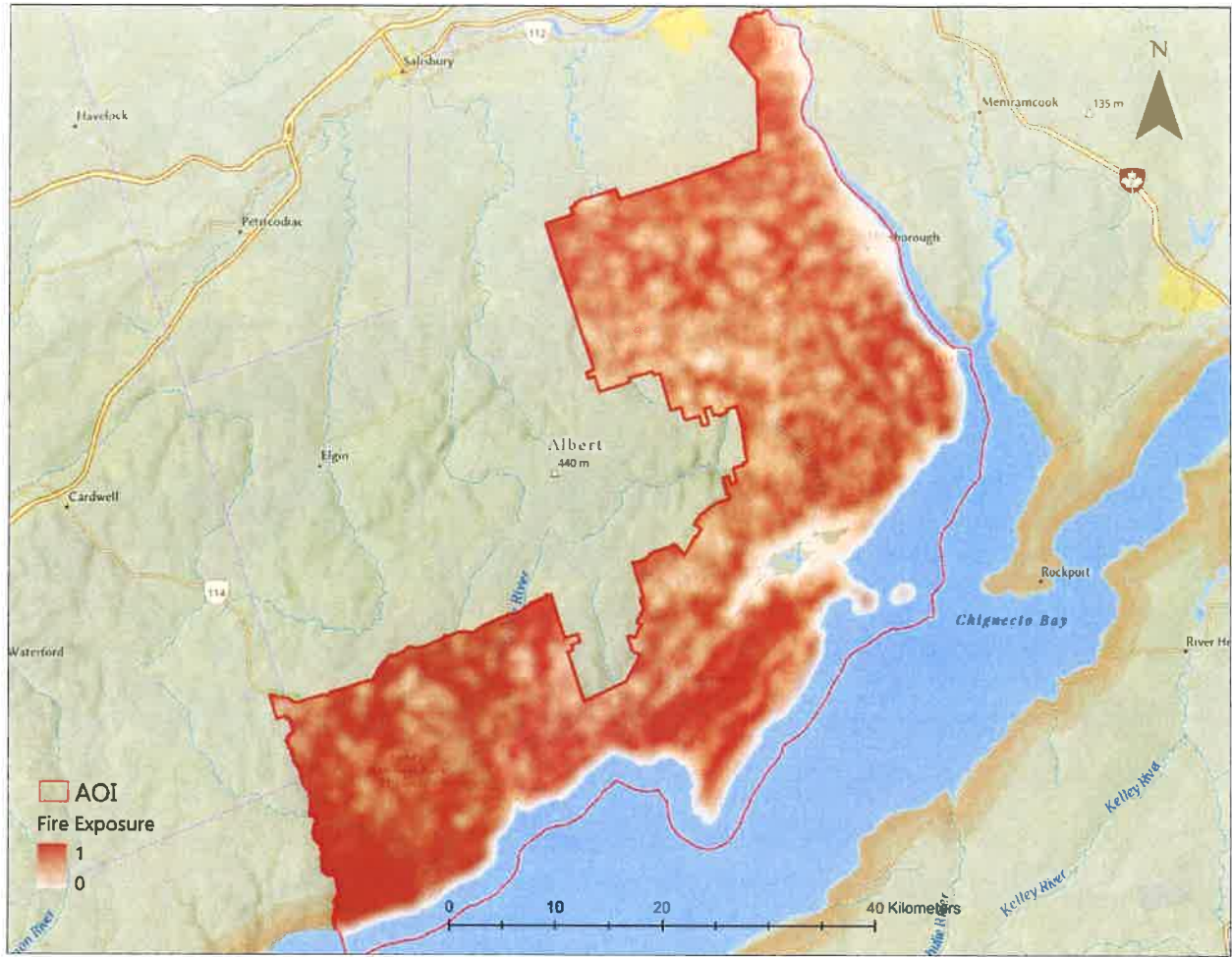


Figure 14. Landscape fire exposure map for the municipality of Fundy Albert.

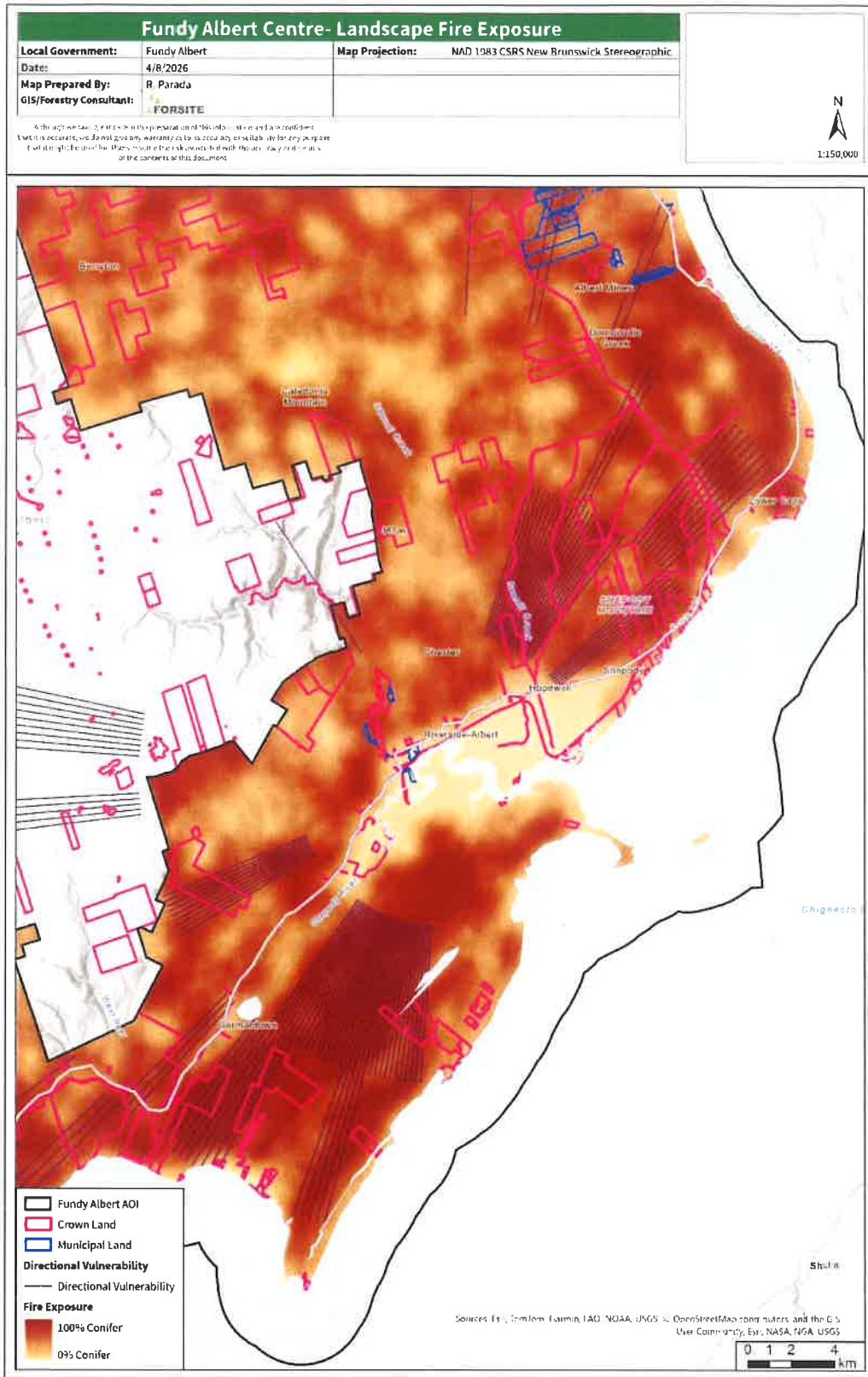


Figure 15. Landscape fire exposure map for Fundy Albert Centre.

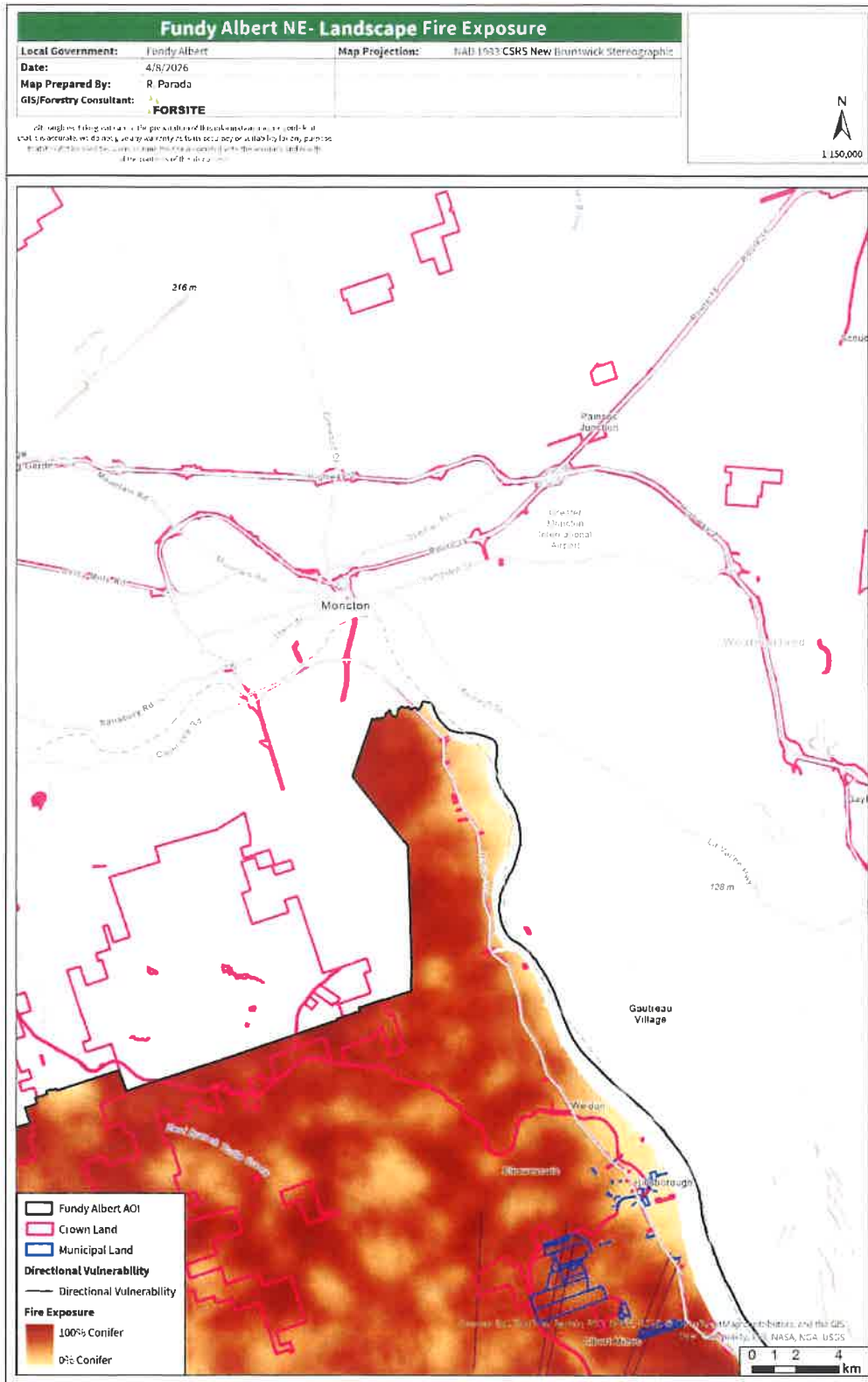


Figure 16. Landscape fire exposure map for Fundy Albert NE.

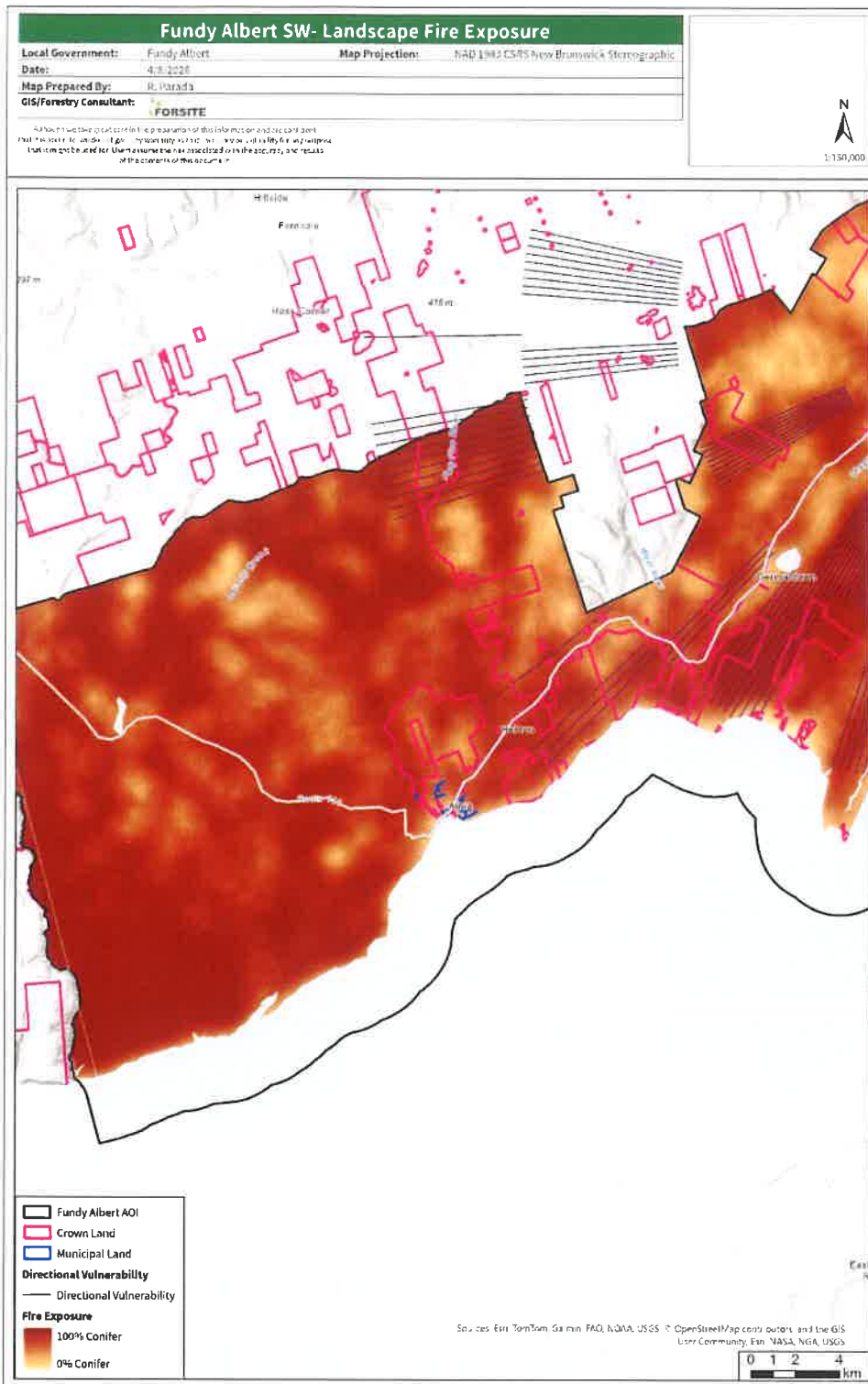


Figure 17. Landscape fire exposure map for Fundy Albert SW.

## 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*

<b>Nil:</b> 0 (no exposure).
<b>Low:</b> 0 to 0.15 (minimal risk).
<b>Moderate:</b> 0.15 to 0.3 (moderate risk).
<b>High:</b> 0.3 to 0.45 (high risk).
<b>Extreme:</b> >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).<sup>14</sup>

<sup>14</sup> 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>

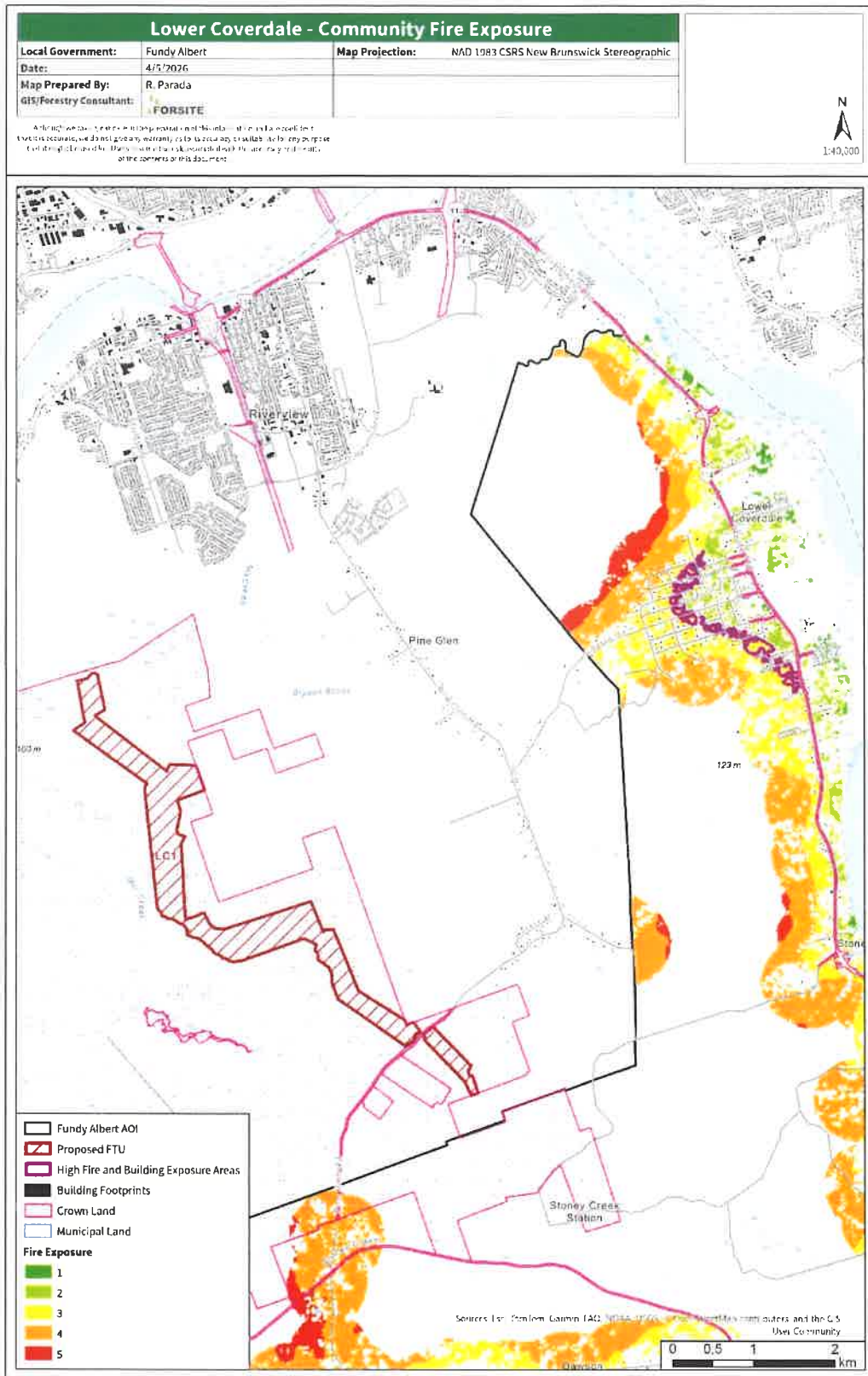


Figure 18. Community fire exposure map for Lower Coverdale.

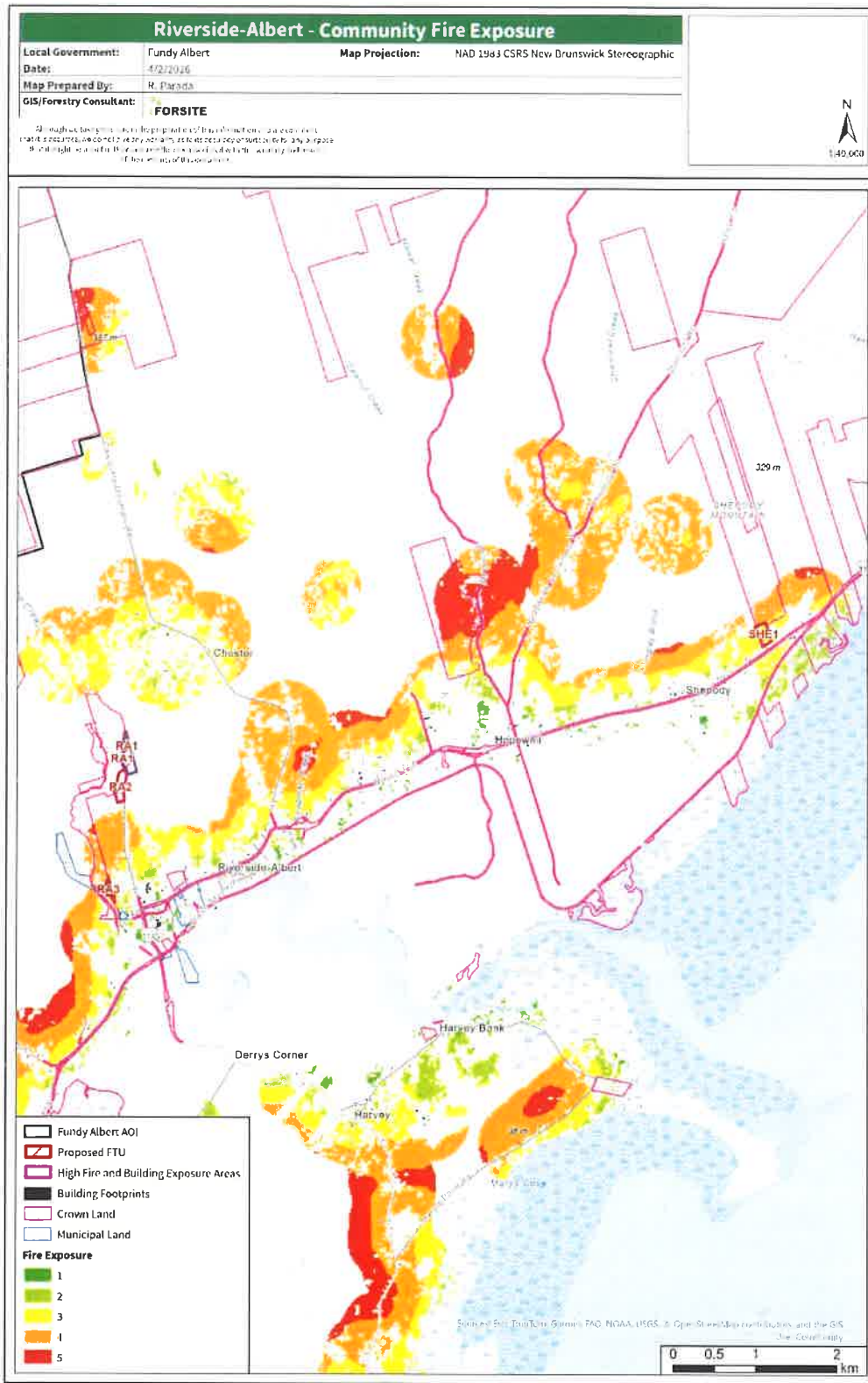


Figure 19. Community fire exposure map for Riverside Albert.

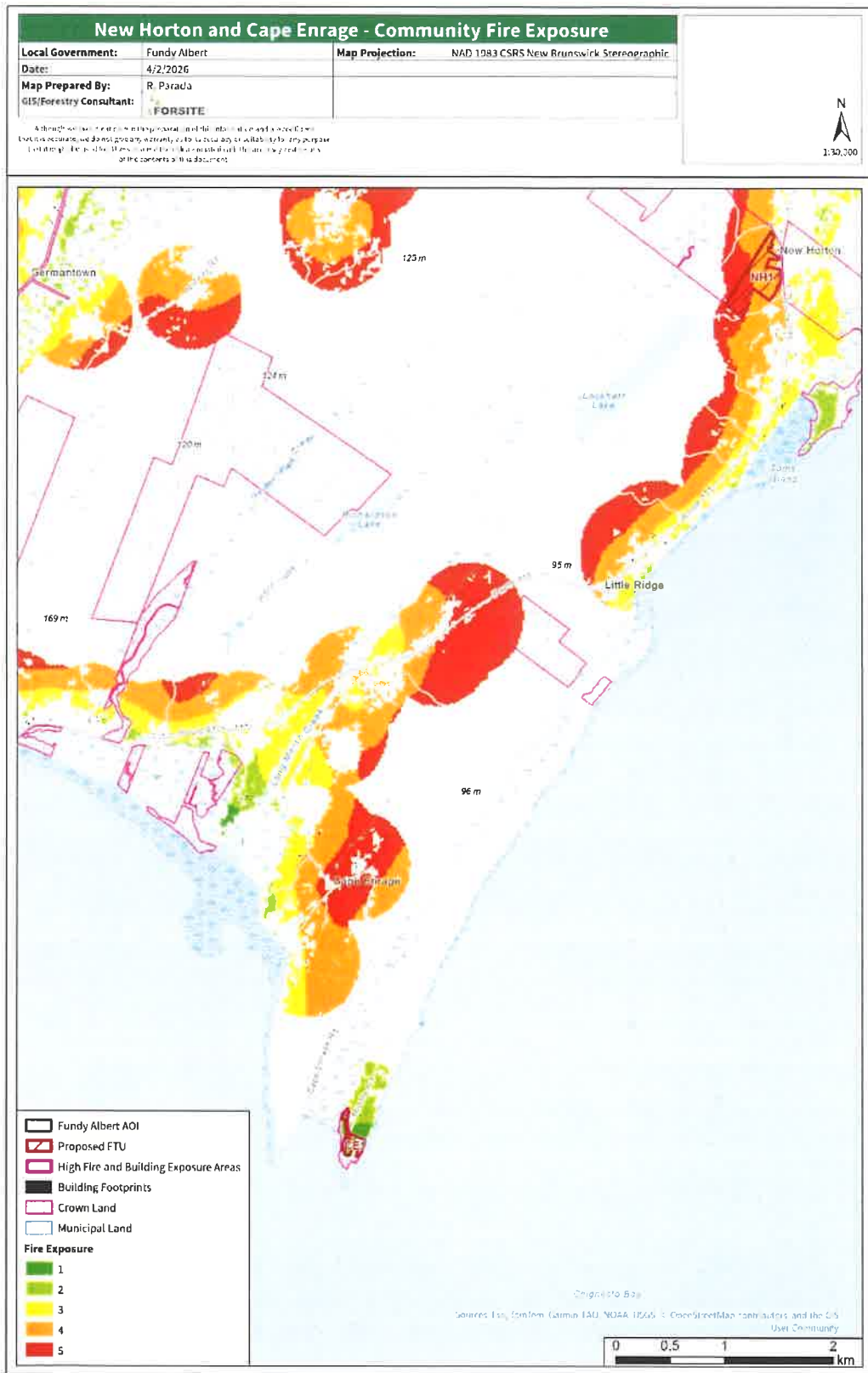


Figure 20. Community fire exposure map for New Horton – Cape Enrage.

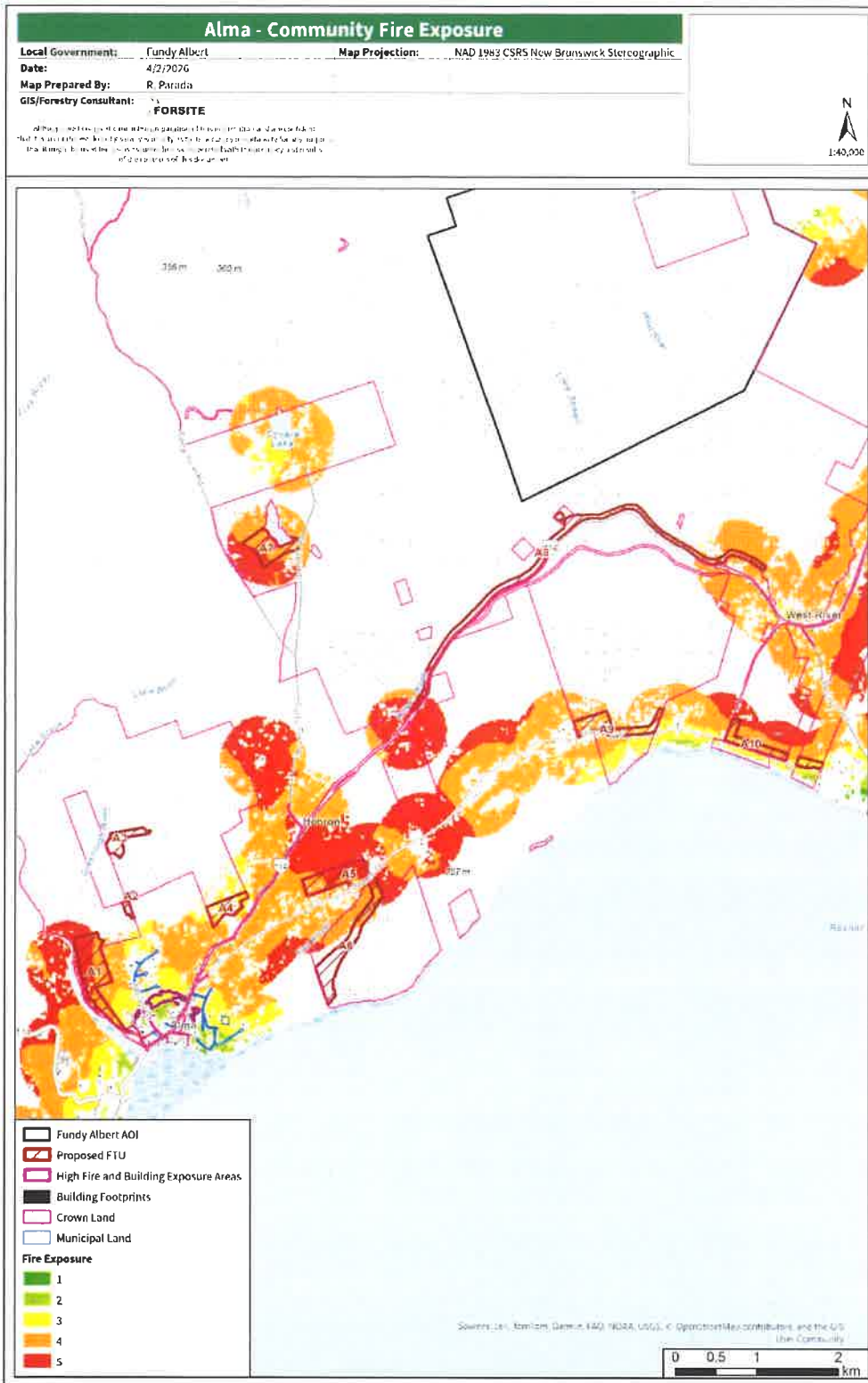


Figure 21. Community fire exposure map for Alma.

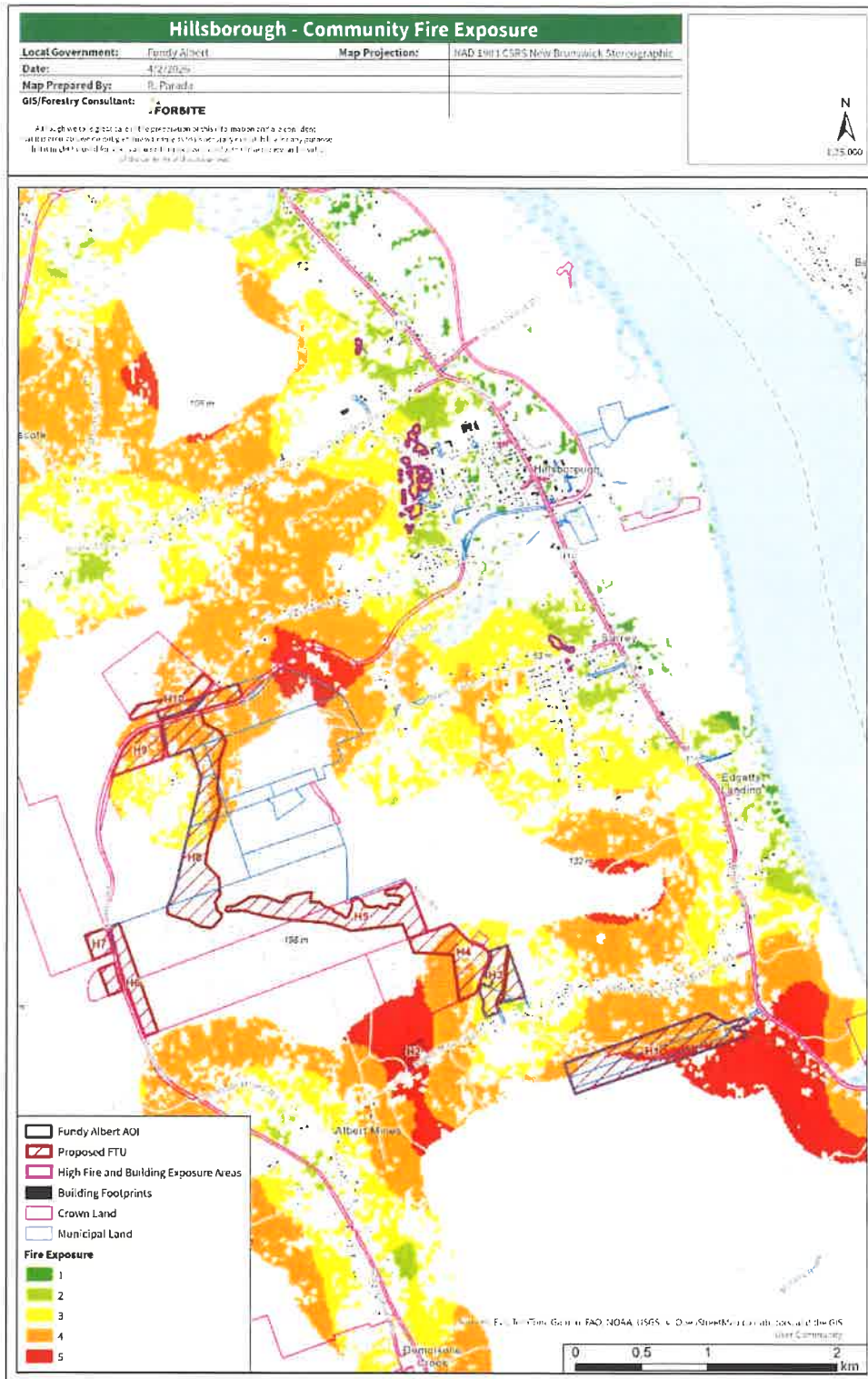


Figure 22: Community fire exposure map for Hillsborough.

## 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)<sup>15</sup> 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<sup>7</sup>.

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/km<sup>2</sup>” was relatively high (over 40footprints/km<sup>2</sup>) is selected, as is schematically reflected in Figure 11.

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<sup>15</sup> 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>

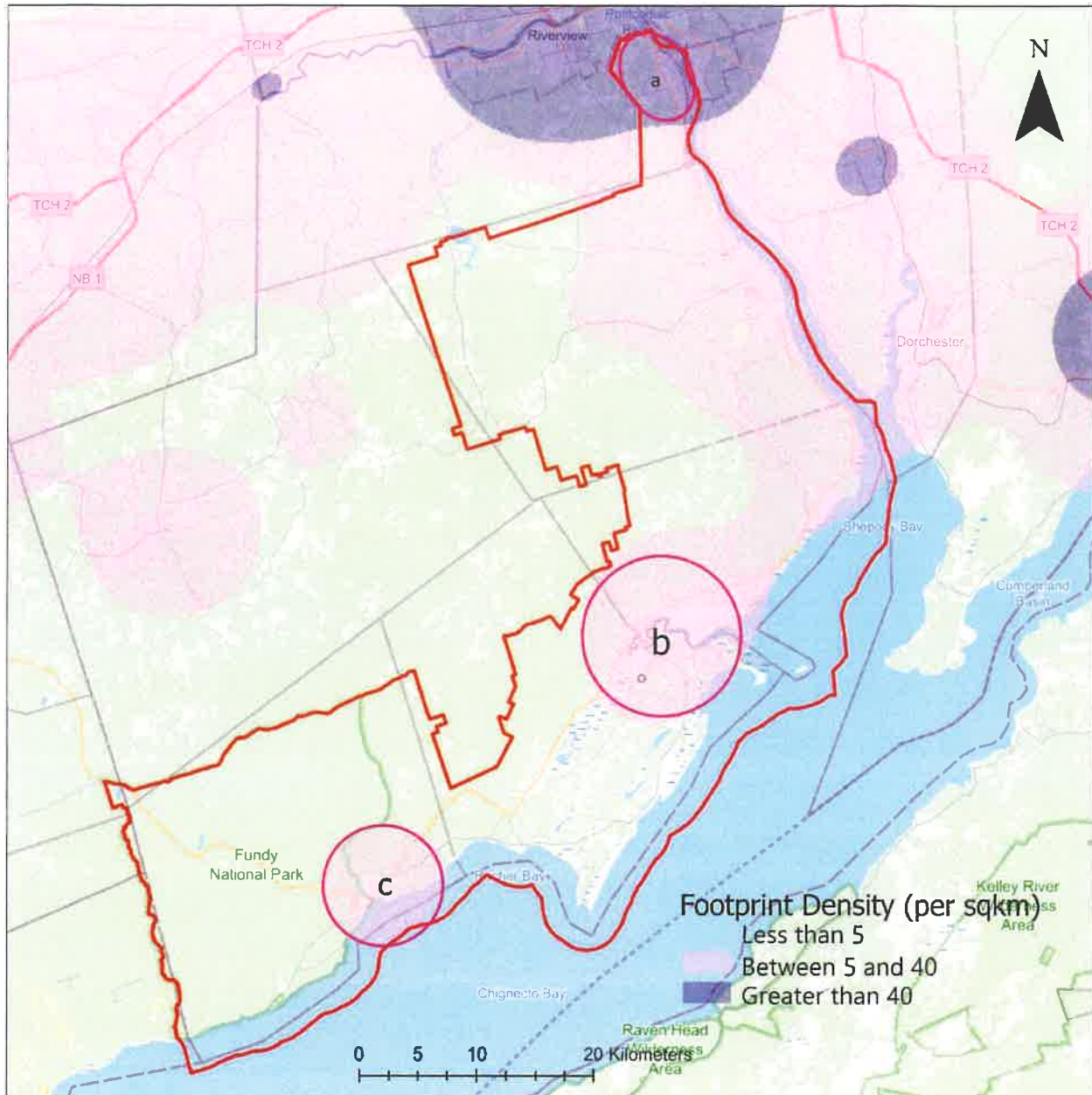


Figure 23: Footprints density per km<sup>2</sup> for identification of high-density areas to evaluate the directional vulnerability a) NE; b) Central; c) SW.

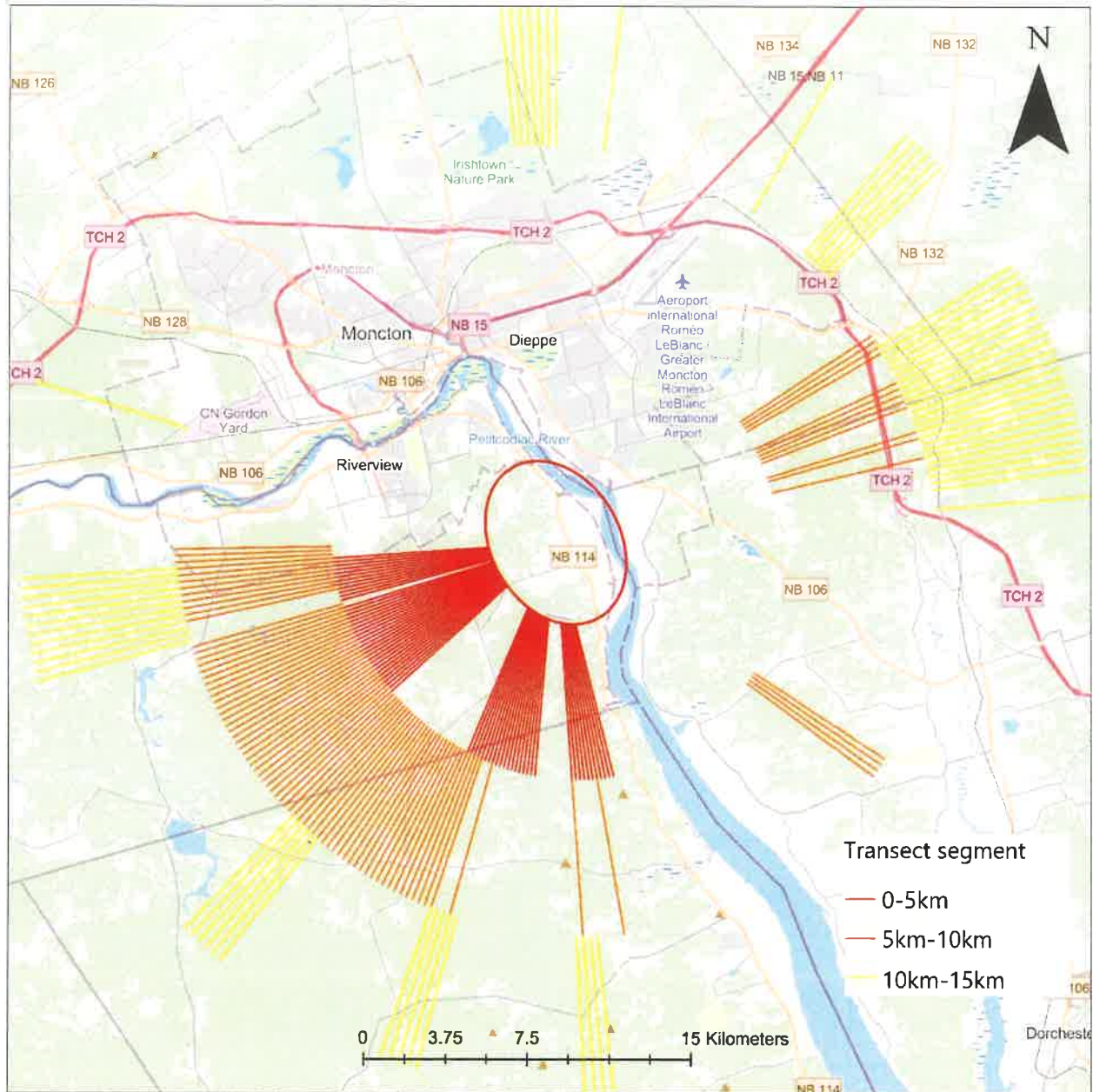


Figure 24. Directional vulnerability map for Lower Coverdale.

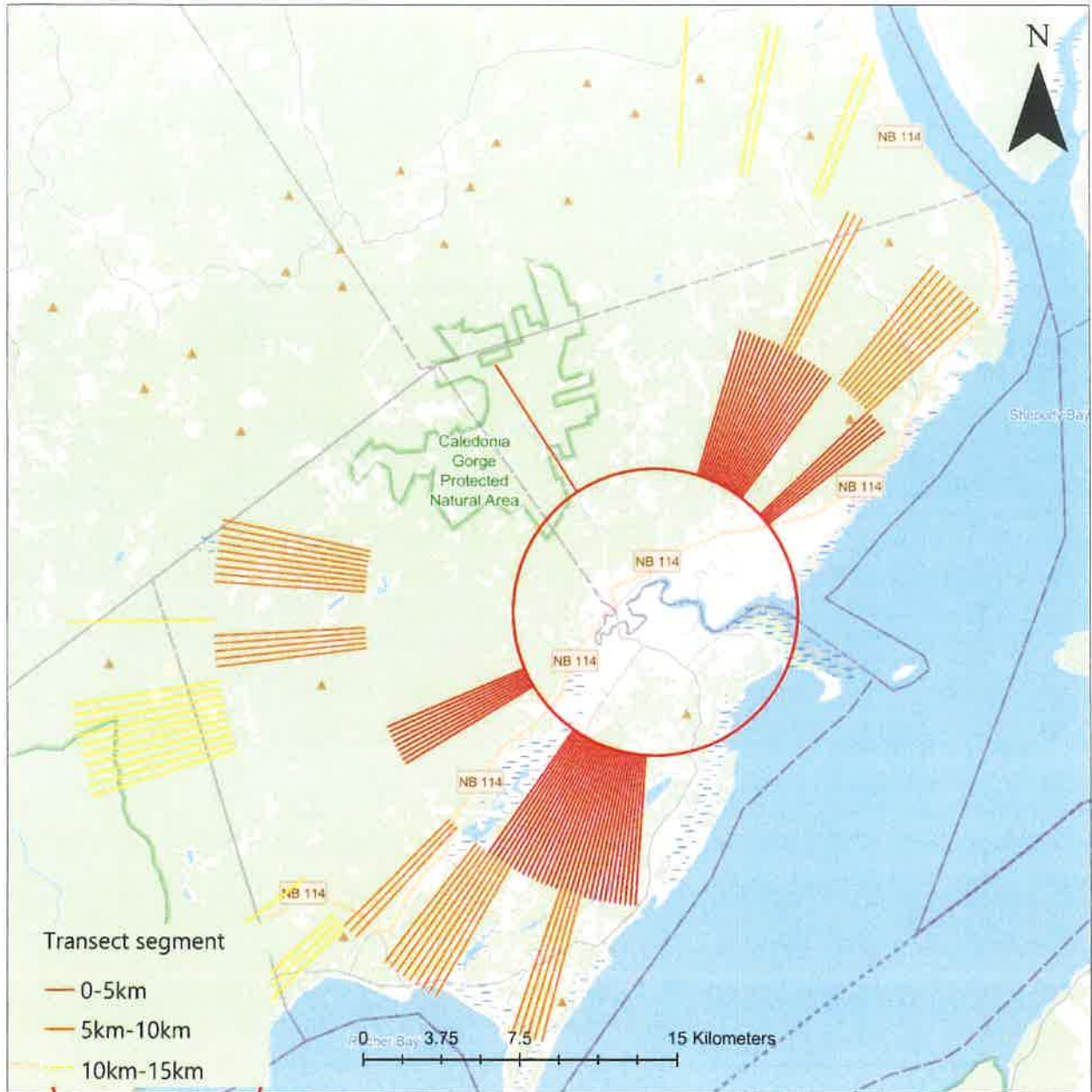


Figure 25. Directional vulnerability map for Riverside Albert.

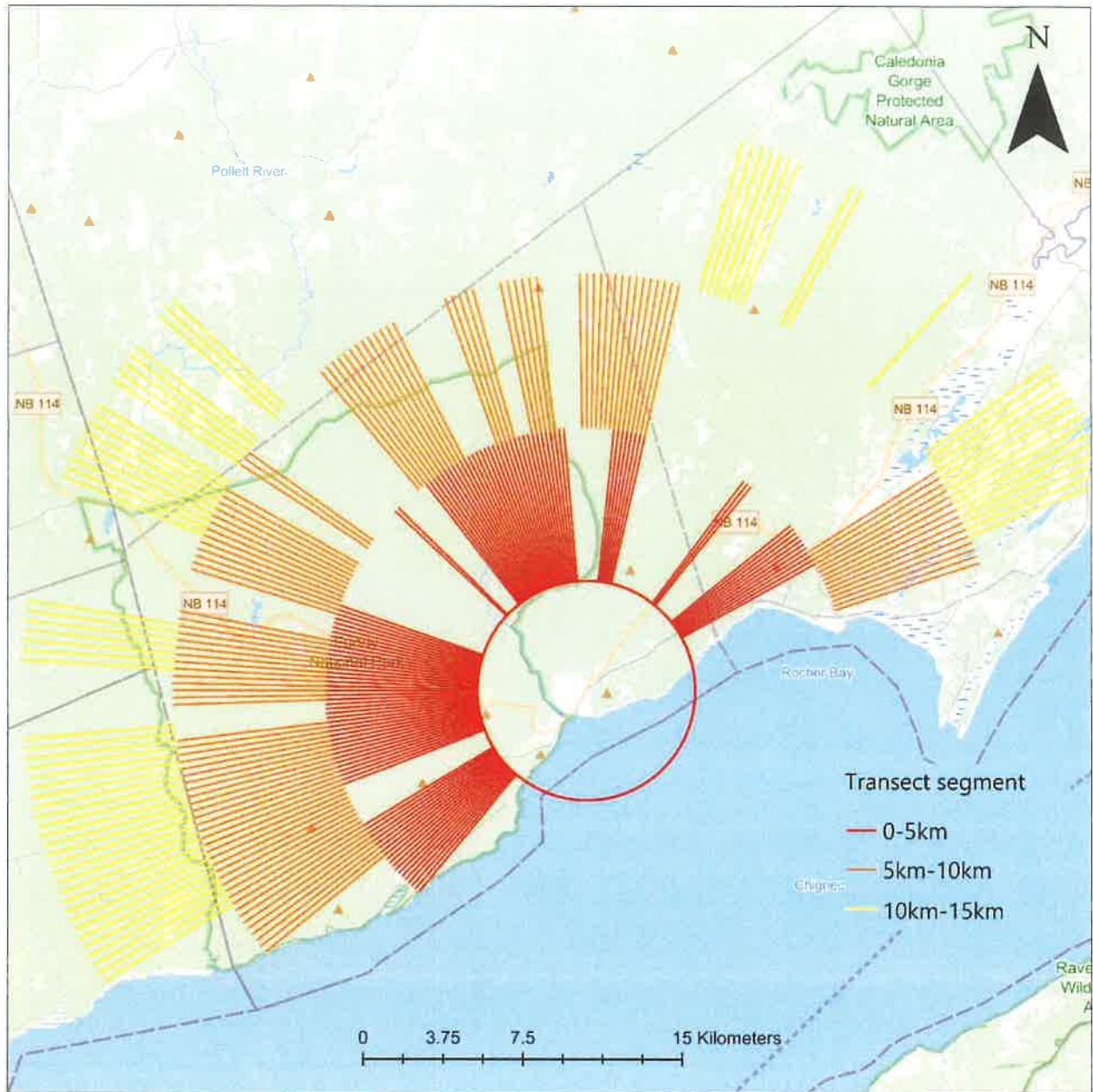


Figure 26. Directional vulnerability map for Alma.

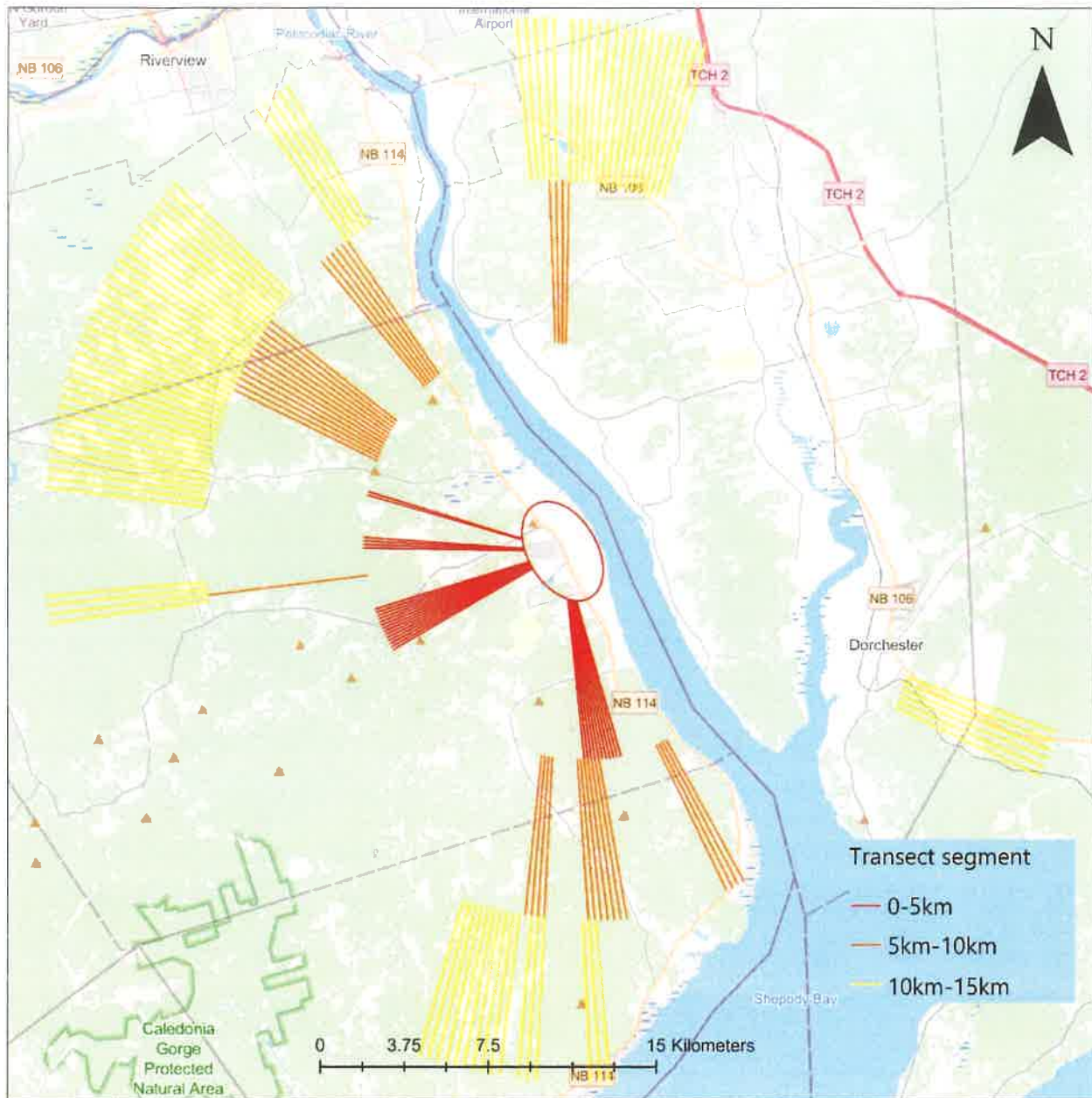


Figure 27. Directional vulnerability map for Hillsborough.

### 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-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 as is explained by Karimi et al. (2024).<sup>16</sup>

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-metre 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  $\geq 3$  (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.

<sup>16</sup> 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  $\geq 3$  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)
<b>1 (LOW FOOTPRINT DENSITY)</b>	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
<b>2 (LOW-MODERATE FOOTPRINT DENSITY)</b>	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
<b>3 (MODERATE FOOTPRINT DENSITY)</b>	Moderate density, low presence/connectivity	Moderate density, low-moderate presence/connectivity	<b>Moderate density, moderate presence/connectivity</b>	<b>Moderate density, moderate-high presence/connectivity</b>	<b>Moderate density, high presence/connectivity</b>
<b>4 (MODERATE-HIGH FOOTPRINT DENSITY)</b>	Moderate-high density, low presence/connectivity	Moderate-high density, low-moderate presence/connectivity	<b>Moderate-high density, moderate presence/connectivity</b>	<b>Moderate-high density, moderate-high presence/connectivity</b>	<b>Moderate-high density, high presence/connectivity</b>
<b>5 (HIGH FOOTPRINT DENSITY)</b>	High density, low presence/connectivity	High density, low-moderate presence/connectivity	<b>High density, moderate presence/connectivity</b>	<b>High density, moderate-high presence/connectivity</b>	<b>High density, high presence/connectivity</b>

The map, Figure 28, 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.

## 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).<sup>17</sup>

<sup>17</sup> 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>

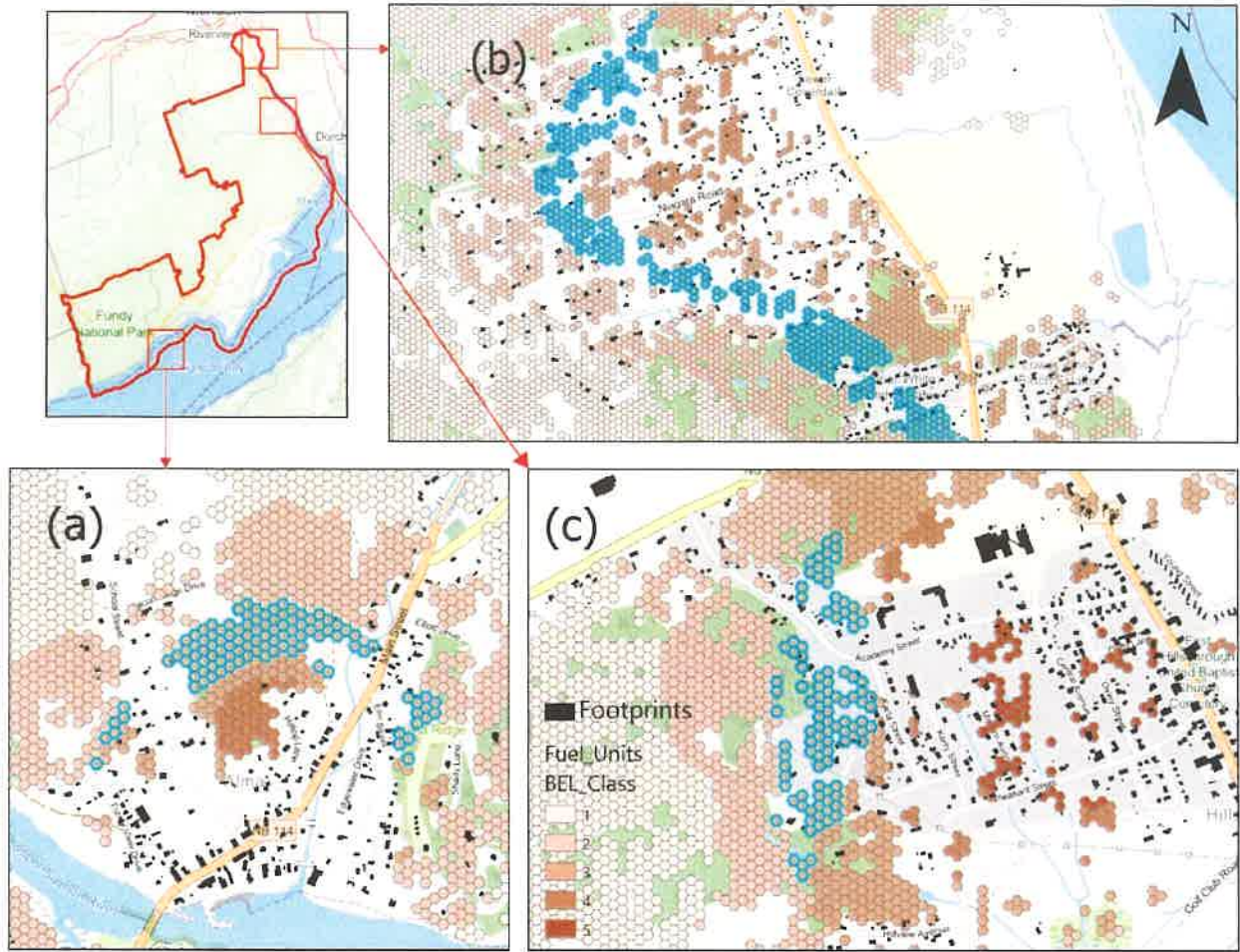


Figure 28. Hazardous fuel units in Fundy Albert, focusing on units with Fire Exposure (FE) and Building Exposure Load (BEL) classes greater than or equal to 3, highlighted with blue boundaries. Key communities include A) Alma, B) Lower Coverdale, and C) Hillsborough.

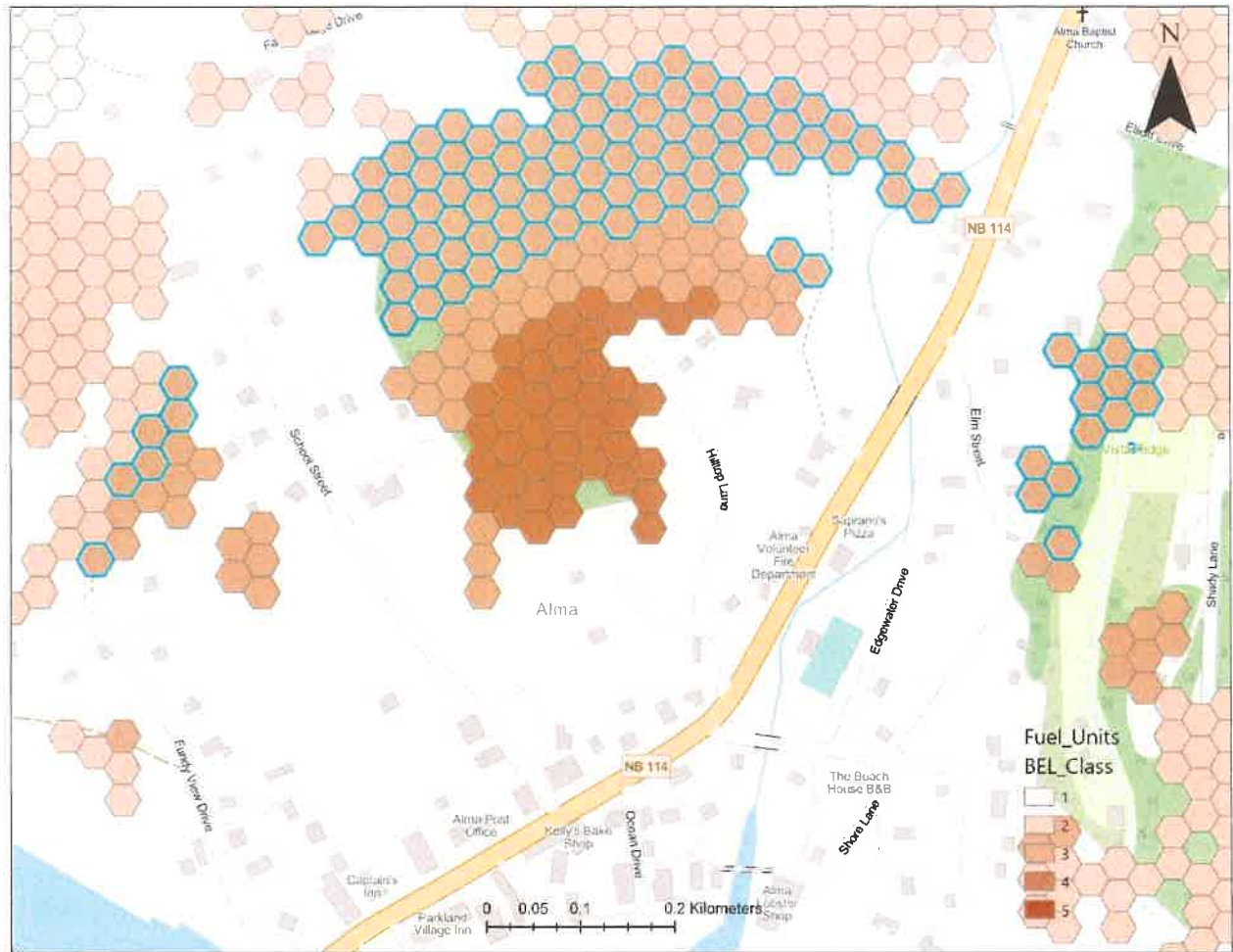


Figure 29. Hazardous fuel units in Alma, focusing on units with Fire Exposure (FE) and Building Exposure Load (BEL) classes greater than or equal to 3, highlighted with blue boundaries.

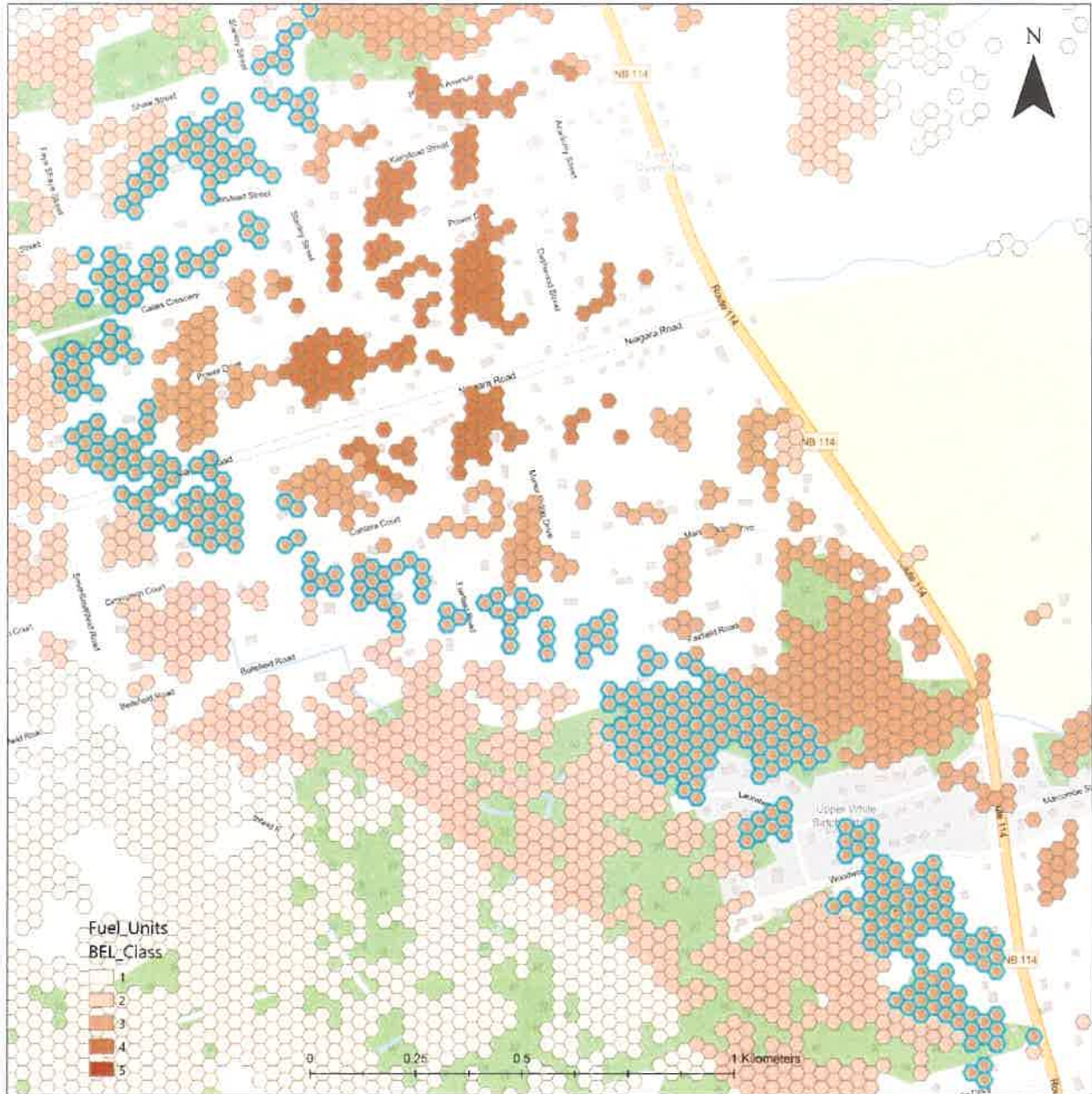


Figure 30. Hazardous fuel units in Lower Coverdale, focusing on units with Fire Exposure (FE) and Building Exposure Load (BEL) classes greater than or equal to 3, highlighted with blue boundaries.

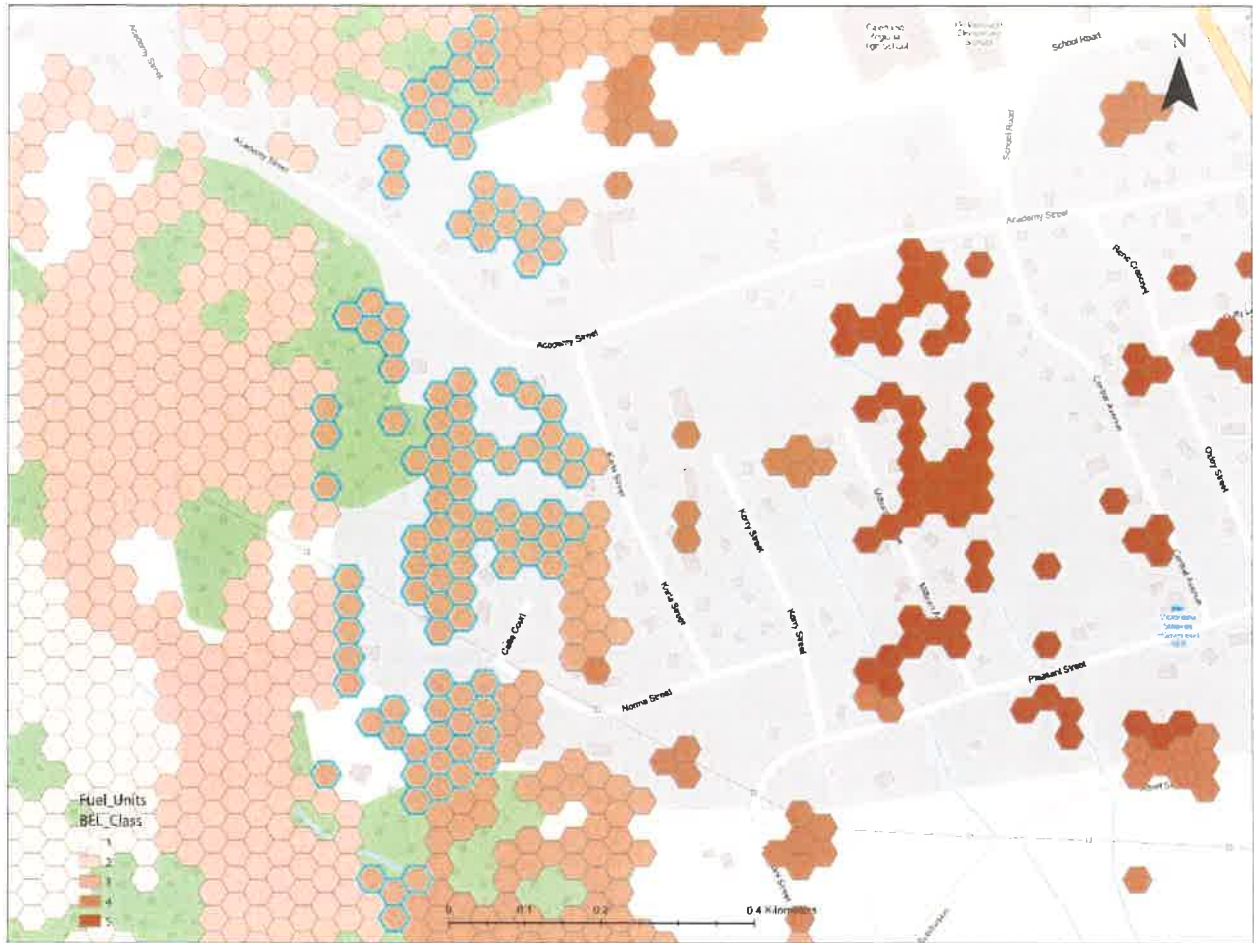


Figure 31. Hazardous fuel units in Hillsborough, focusing on units with Fire Exposure (FE) and Building Exposure Load (BEL) classes greater than or equal to 3, highlighted with blue boundaries.

### 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.

#### Applying the FireSmart™ System to Strengthen Community Wildfire Resilience

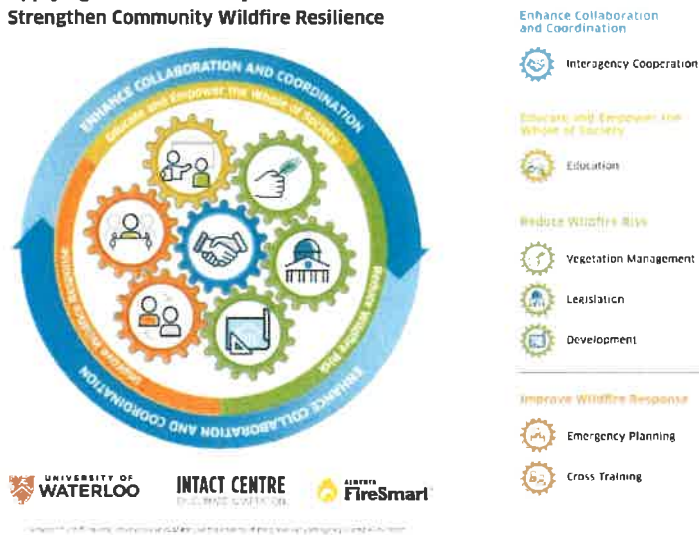


Figure 32. Applying the FireSmart System to Strengthen Community Wildfire Resilience Graphic.

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.

## ENHANCE COLLABORATION AND COORDINATION

### 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.
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.

## EDUCATE AND EMPOWER THE WHOLE OF SOCIETY

### 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 complete the Level 1 – FireSmart Ambassador course.	Very High	Capacity  Access to Level 1 – FireSmart Ambassador training: <a href="https://firesmartcanada.ca/program-support/">https://firesmartcanada.ca/program-support/</a>	Builds foundational knowledge and ensures consistent 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 <a href="https://firesmartcanada.ca/program-support/">https://firesmartcanada.ca/program-support/</a>	Enables neighbourhood-scale and home ignition zone scale engagement.

Action	Priority	Resources Required	Rationale/Notes
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	<a href="https://www.fire-smartcanada.ca">FireSmartCanada.ca</a> website  <b>Wildfire Community Preparedness Day</b> applications open each year on November 1 on the <a href="https://www.fire-smartcanada.ca">FireSmartCanada.ca</a> website	Focusing <b>Wildfire Community Preparedness Day</b> 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.
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.

Action	Priority	Resources Required	Rationale/Notes
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.

## REDUCE WILDFIRE RISK

### 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 <a href="#">FireSmart BC Wildfire Development Permit Areas Guidelines</a>	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 <a href="#">FireSmart BC Wildfire Development Permit Areas Guidelines</a>	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.
Incorporate the design and maintenance of parks and open spaces as intentional fuelbreaks within Fundy Albert's land use planning framework to enhance community wildfire resilience.	High	Support from Mayor and Council Policy change	Incorporating parks and open spaces as intentionally designed and maintained fuelbreaks helps reduce fire intensity and slow wildfire spread within and around the community. By integrating these features into land use planning, Fundy Albert can use existing landscapes strategically to protect people, property, and critical infrastructure while enhancing overall community

Action	Priority	Resources Required	Rationale/Notes
			resilience.
Develop guidance for wildfire-related development considerations within the zone.	High	Staff time FireSmart reference materials FireSmart BC Wildfire Development Permit Areas Guidelines FireSmart Canada Residential Development Guide FireSmart Canada Builders Checklist	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.
Enable alternative water-supply options in unserved 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.

## 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.

## 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<sup>18</sup>.

- 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.
- 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

<sup>18</sup> <https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/wildfire-status/prevention/fire-fuel-management/fuels-management/2020-wildfire-threat-assessment-guide-final.pdf>

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.

Table 10. Vegetation management recommendations

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
A1	Alma_sp_1	High	26.23	Crown	<b>Landscape Resilience:</b> 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.
H1	Hills-TN-10	High	32.75	Municipal	<b>Landscape Resilience:</b> 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.
H3	Hills-TN-8	High	9.71	Municipal	<b>Landscape Resilience:</b> 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.

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
H4	Hills_SP8	High	15.23	Crown	<i>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.</i>
H5	Hills-TN-7	High	24.81	Municipal	<i>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.</i>

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
H8	Hill_SP6	High	46.97	Municipal	<b>Landscape Resilience:</b> 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.
H10	Hill_SP6	High	5.37	Crown	<b>Landscape Resilience:</b> 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.
LC1	Hills_JC_1,2,3	High	246.47	Crown	<b>Landscape Resilience:</b> 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.

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
A2	Alma_JC_1	Moderate	2.51	Crown	<b>Landscape Resilience:</b> 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.
A3	Alma_JC_1	Moderate	7.31	Crown	<b>Landscape Resilience:</b> 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.
A4	Alma_JC_1	Moderate	9.02	Crown	<b>Landscape Resilience:</b> 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

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
					wildfire away from values.
A5	Alma-5	Moderate	18.28	Crown	<b>Landscape Resilience:</b> 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.
A8	Alma_JC_4	Moderate	35.26	Crown	<b>Landscape Resilience:</b> 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.

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
RA1	RA-1	Moderate	4.92	Municipal	<b>Landscape Resilience:</b> 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.
RA2	RA-2	Moderate	3.85	Crown	<b>Landscape Resilience:</b> 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.
RA3	RA-3	Moderate	1.46	Crown	<b>Landscape Resilience:</b> 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.
A6	Alma-5	Low	21.79	Crown	<b>Landscape Resilience:</b> 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.

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
A7	Alma_sp3, Alma_JC_2	Low	13.79	Crown	<b>Community Resilience:</b> <i>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.</i>
A9	Alma-6,7	Low	15.33	Crown	<b>Landscape Resilience:</b> <i>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.</i>
A10	Alma-8,9,10	Low	12.03	Crown	<b>Landscape Resilience:</b> <i>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.</i>
CE1	Alma_sp6	Low	3.31	Crown	<b>Community Resilience:</b> <i>Employ a value-out approach to mitigate the effects of a fire that has entered the</i>

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
					community. They mitigate wildfire impacts, supplement the abilities of structure protection resources, and increase suppression triage options.
NH1	Riverside-Albert_JC_1	Low	15.12	Crown	<b>Community Resilience:</b> 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.
SHE1	Hills_JC_12	Low	3.11	Crown	<b>Landscape Resilience:</b> 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.
CM1	Hills_JC_8	Low	10.71	Crown	<b>Community Resilience:</b> 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.
H2	Hill_SP9	Low	2.14	Crown	<b>Community Resilience:</b> 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.

FTU ID	WTA ID	Priority Level	Total Area (ha)	Land Ownership	Treatment Unit Objective
					options.
H6	Hills-TN-5	Low	9.25	Municipal	<b>Landscape Resilience:</b> 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.
H7	Hills-TN-5	Low	5.81	Crown	<b>Landscape Resilience:</b> 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.
H9	Hills-TN-5	Low	8.35	Crown	<b>Landscape Resilience:</b> 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.

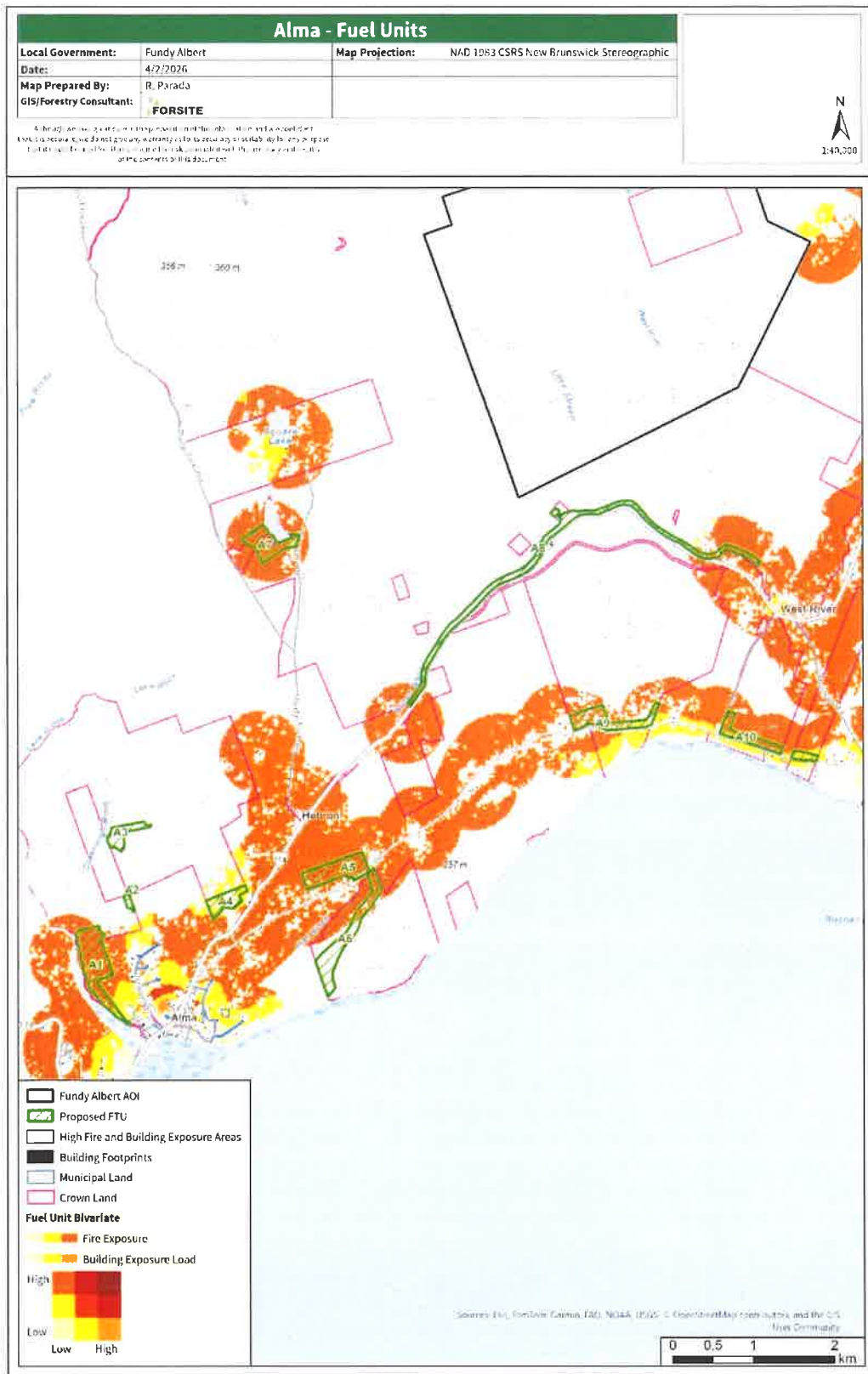


Figure 33. Alma fuel treatment unit map.

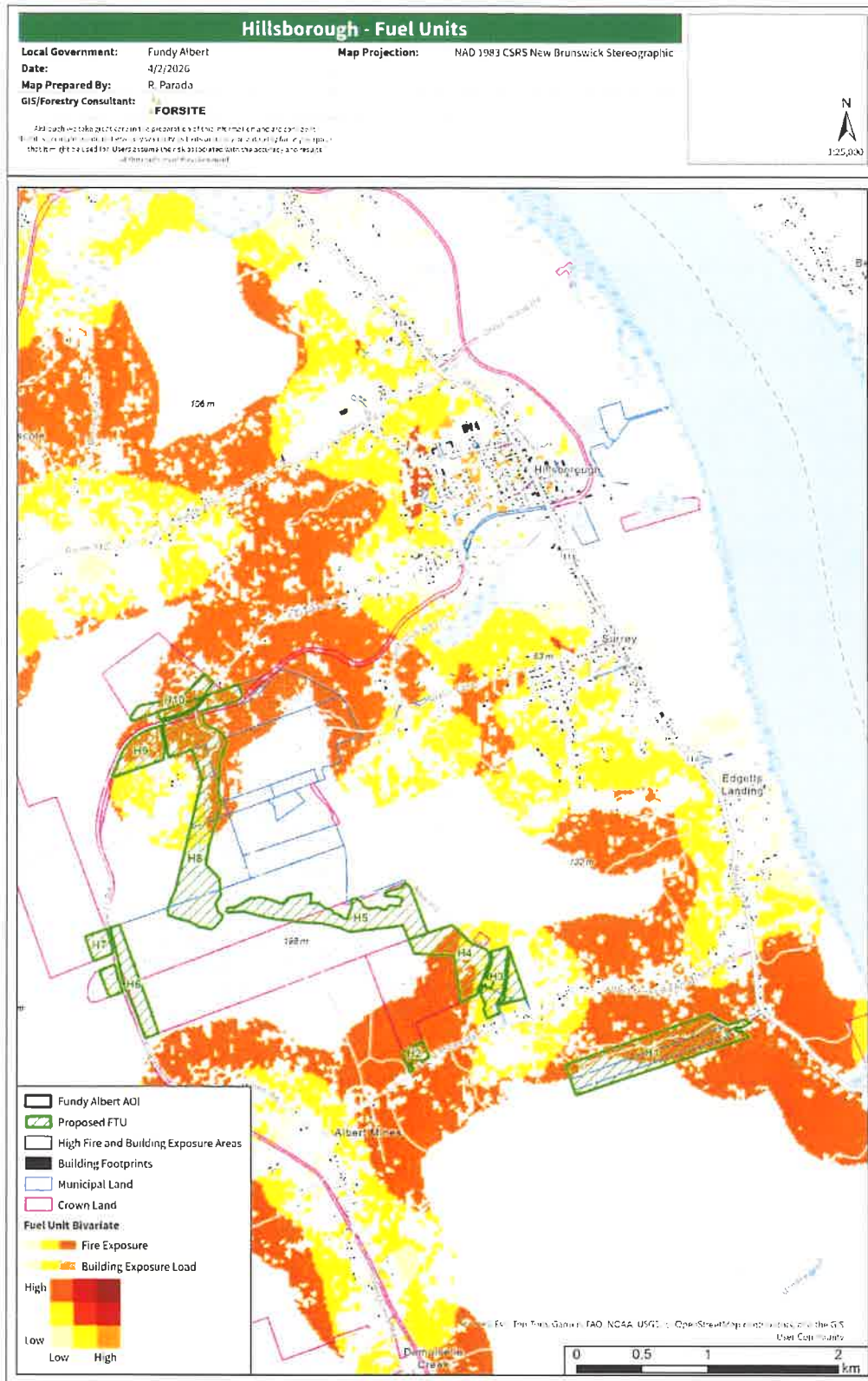


Figure 34. Hillsborough fuel treatment unit map.

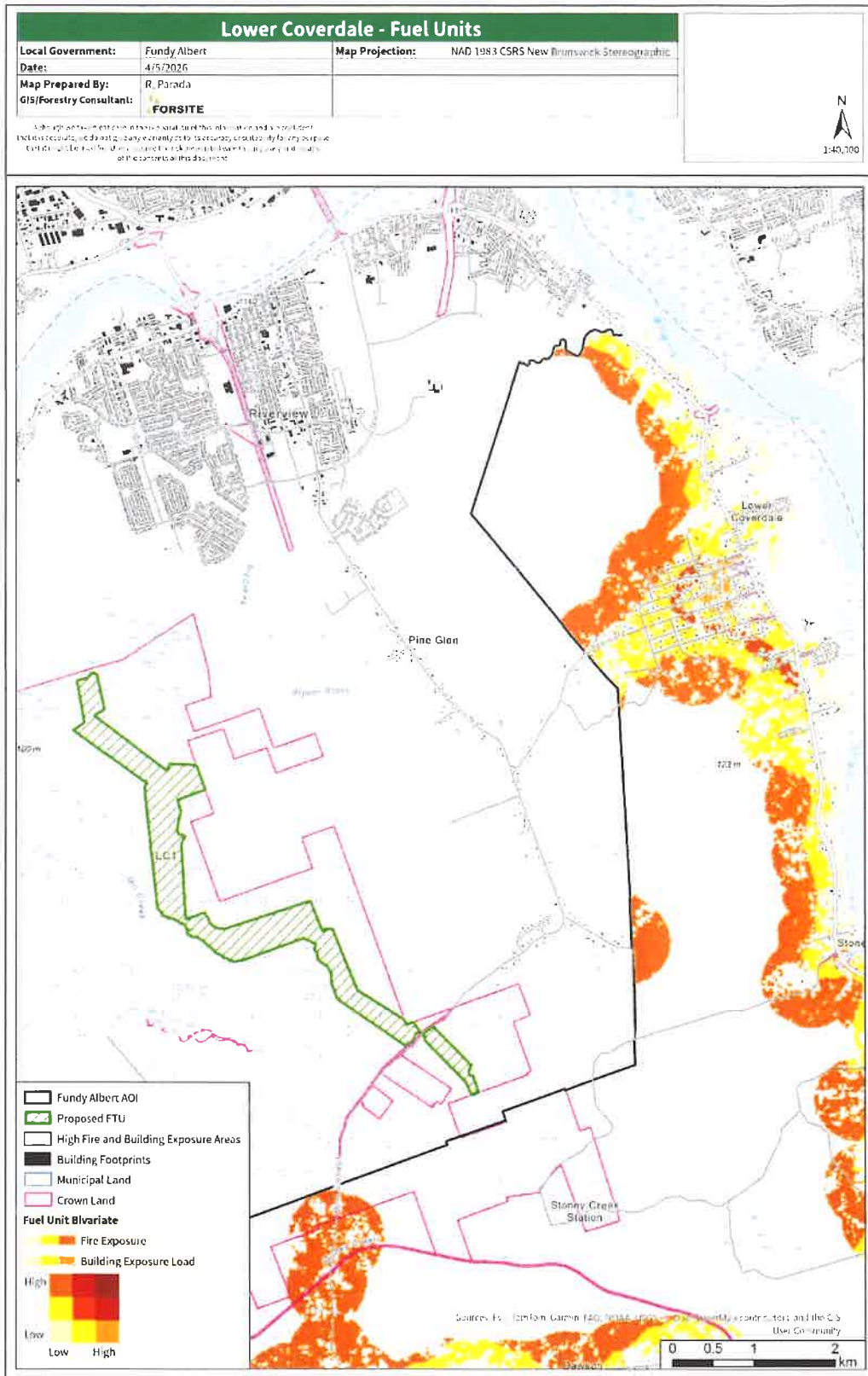


Figure 35. Lower Coverdale fuel treatment unit map.

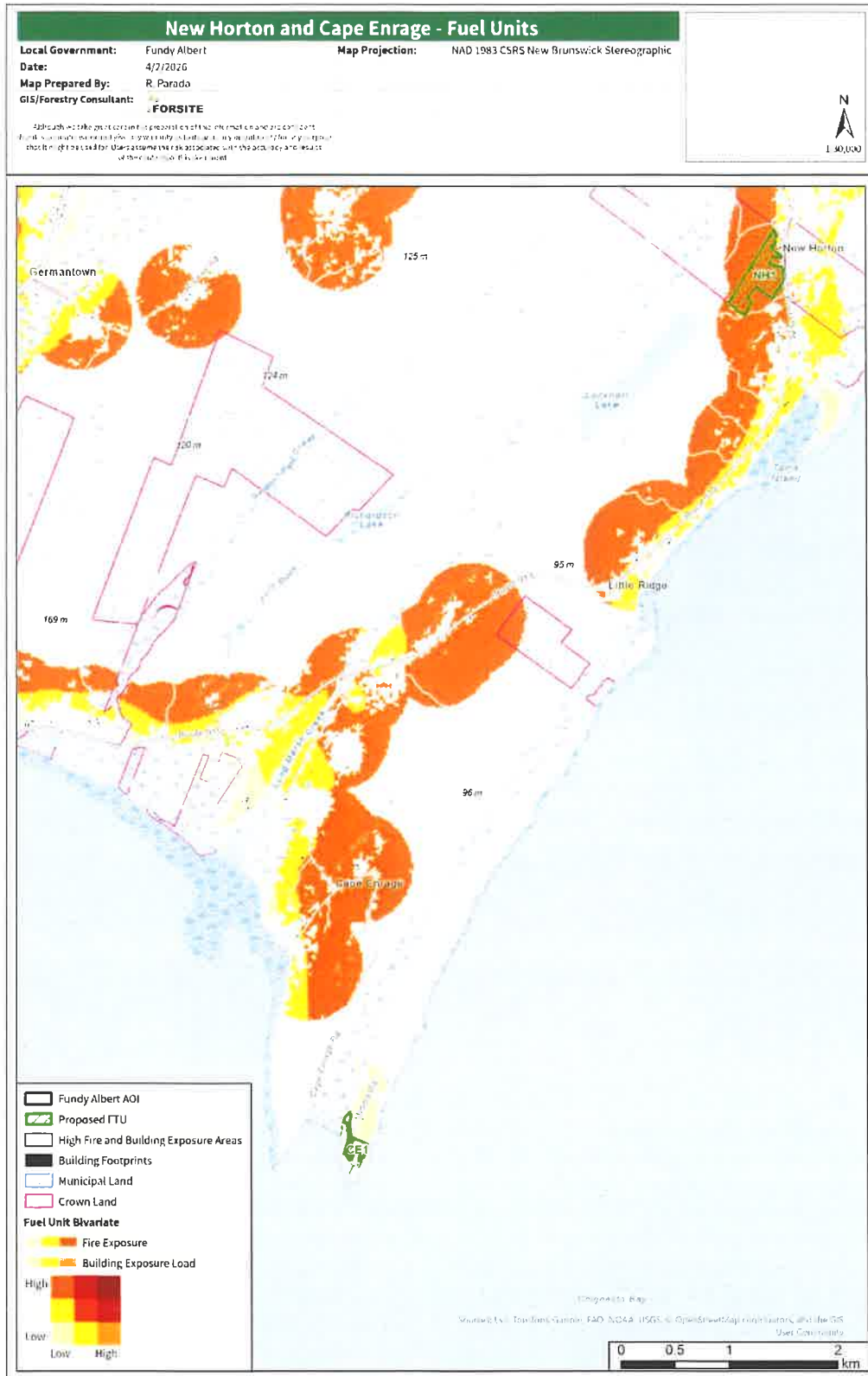


Figure 36. New Horton – Cape Enrage fuel treatment unit map.

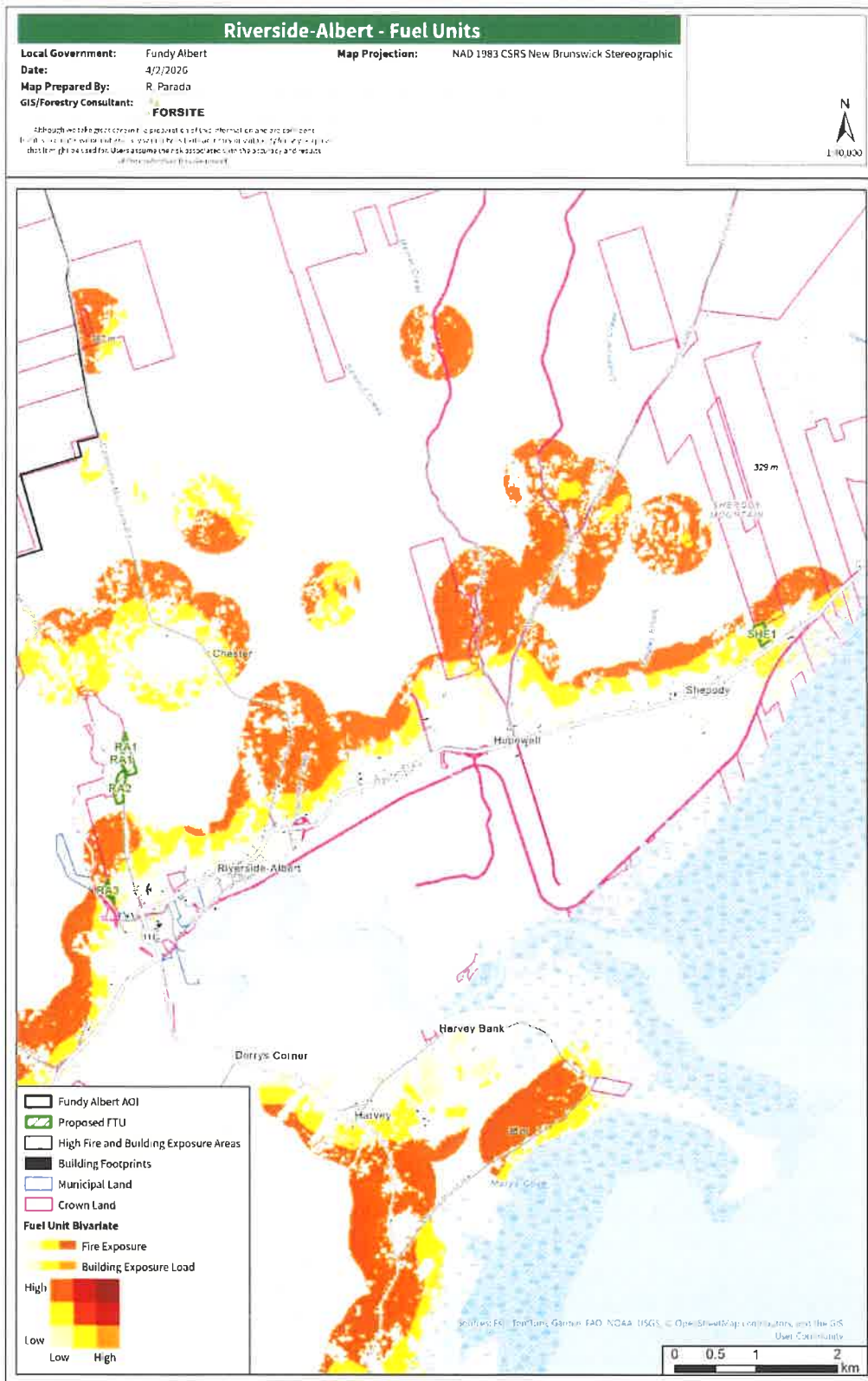


Figure 37. Riverside-Albert fuel treatment unit map.

## IMPROVE WILDFIRE RESPONSE

### 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

## 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
Annual cross training exercises should review emergency management plans, escape routes, water sources, values at risk, critical infrastructure, communications plans, incident command system, logistics, and mock fire exercises.	Very High	Mutual aid partner support Staff time Planning	Annual cross training exercises strengthen coordination, communication, and readiness among all agencies involved in wildfire response. By reviewing emergency plans, escape routes, water sources, values-at-risk, critical infrastructure, and incident command procedures, these exercises help identify gaps, clarify roles, and improve overall response effectiveness. Practicing together in a structured, realistic setting supports faster, more coordinated action during a wildfire event and enhances community resilience.
Provide annual structure protection and sprinkler system training for firefighters in Lower Coverdale, Riverside Albert, Alma and Hillsborough to strengthen operational readiness, improve deployment efficiency, and enhance the protection of homes and critical infrastructure during wildfire events.	Very High	New Brunswick Department of Natural Resources Staff time Planning	Regular structure protection and sprinkler training ensures firefighters are confident and consistent in deploying equipment under wildfire conditions. This improves response efficiency, supports safer operations, and increases the likelihood of successfully protecting homes and critical infrastructure during high-risk events.
Coordinate and implement annual cross training exercises between the Alma Fire Department and Fundy National Park to strengthen interagency	Very High	Parks Canada New Brunswick Department of Natural Resources Staff time	Regular cross training strengthens relationships, builds a shared understanding of roles and procedures, and improves coordination during wildfire incidents. This alignment

Action	Priority	Resources Required	Rationale/Notes
cooperation, align operational procedures, and enhance collective wildfire preparedness and response capacity.		Planning	enhances situational awareness, supports more effective decision making, and increases the ability of both agencies to respond quickly and safely to wildfire events.
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.

## 4.0 Fundy Albert: Building Wildfire Resilience

### 4.1 MOVING FORWARD TOGETHER

The Fundy Albert Community Wildfire Resiliency Plan provides a practical and risk-informed roadmap to reduce wildfire risk across the municipality while supporting long-term community resilience. Grounded in a comprehensive wildfire hazard and risk assessment, the plan identifies priority areas where hazardous fuels and higher building density intersect, including Lower Coverdale, Riverside-Albert, Alma, and Hillsborough, and highlights where mitigation efforts will have the greatest impact.

The plan is structured around the seven FireSmart disciplines and emphasizes coordinated action across municipal departments, fire services, provincial partners, and the community. Key priorities include establishing a FireSmart Committee, advancing public education and engagement, focusing mitigation efforts in high exposure areas, strengthening emergency preparedness and evacuation planning, and integrating wildfire considerations into land use planning and development.

By prioritizing actions based on risk, feasibility, and potential impact, the plan supports both immediate progress and sustained, long-term implementation. Ultimately, this approach enables Fundy Albert to take proactive, coordinated steps to protect people, property, and critical infrastructure while maintaining the natural landscapes and values that define the community, continuing to transform wildfire risk into wildfire resilience.



### COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Kim Beers
Date	May 5, 2026
Subject	Gifting Agreement
Presenters (if applicable)	N/A
Length of Presentation (if applicable)	N/A
Type	<input checked="" type="checkbox"/> Public <input type="checkbox"/> Private <input type="checkbox"/> Committee of the Whole

#### Purpose

To present the Gifting Agreement from the Department of Natural Resources (DNR) for Council's review and authorization.

#### Background

The Province of New Brunswick, through the Department of Natural Resources (DNR), has initiated a program to enhance wildfire response capabilities by redistributing firefighting equipment to volunteer fire departments.

Under this initiative, the Village of Fundy Albert is identified as the recipient municipality for equipment to be used by:

- Alma Fire Department
- Hillsborough Fire Department
- Riverside-Albert Fire Department

The equipment includes refurbished Wajax Mark III pumps and associated firefighting tools, along with select new items, as outlined in Schedule A of the Agreement.

DNR will provide initial training and ongoing collaboration support; however, ownership and responsibility for the equipment transfers to the municipality upon acceptance.

### **Analysis / Key Considerations**

#### **1. "As Is, Where Is" Condition**

The Agreement clearly states that all equipment is accepted "as is" with all faults, with no warranties or guarantees as to condition, quality, or suitability for use.

- It will be the responsibility of the receiving fire departments to inspect and determine whether the equipment is safe and appropriate for use.
- Any use of equipment deemed unsafe would be at the municipality's risk.

#### **2. Liability and Risk Transfer**

The Agreement includes a full release of liability and indemnification clause, meaning:

- The Province assumes no responsibility once the equipment is transferred.
- The municipality assumes full liability for any damages, injuries, or claims arising from the use, operation, or possession of the equipment .

#### **3. Maintenance and Repair**

- The municipality is responsible for all maintenance, repair, and replacement costs following transfer.
- Any damage to the equipment must be addressed at the municipality's expense.

#### **4. Compliance and Use**

- The municipality must ensure the equipment is used in accordance with all applicable laws and intended purposes.
- Any misuse is the sole responsibility of the municipality .

### **Recommendation**

That Council authorize the Mayor and Clerk to execute the Gifting Agreement between the Province of New Brunswick (Department of Natural Resources) and the Village of Fundy Albert.

<b>Legal</b>	<p>Legal review has been completed and identified no unusual provisions or major red flags within the Agreement.</p> <p>However, the following key risks were highlighted:</p> <ul style="list-style-type: none"> <li>• The equipment is transferred without warranty (“as is, where is”).</li> <li>• The municipality assumes full responsibility for inspection, safe use, and maintenance.</li> <li>• All liability transfers to the municipality, including any future claims or damages associated with the equipment.</li> <li>• The Province retains no ongoing responsibility once the transfer is complete.</li> </ul>
<b>Financial</b>	<ul style="list-style-type: none"> <li>• No initial cost for acquisition of the equipment.</li> <li>• Ongoing costs may include: <ul style="list-style-type: none"> <li>○ Inspection and certification (if required)</li> <li>○ Maintenance and repairs</li> <li>○ Replacement of equipment over time</li> </ul> </li> </ul>
<b>Environmental</b>	NA
<b>Policy</b>	NA
<b>Stakeholders</b>	Residents of Fundy Albert Volunteer Fire Departments
<b>Community Sensitivities</b>	NA
<b>Council priorities</b>	<p>Enhances wildfire response capacity within the municipality.</p> <p>Supports local fire departments with additional equipment and training.</p> <p>Aligns with FireSmart and provincial wildfire mitigation initiatives.</p>
<b>Documents, maps, photos or presentations attached</b>	Gifting agreement attached

<b>Consultation</b>	Legal and volunteer fire departments
<b>Intergovernmental considerations</b>	Dept. Natural Resources



April 20, 2026

Fundy Albert  
61 Academy Street, Unit 1  
Hillsborough, NB E4H 2R4

Attention: Mayor Jim Campbell and Clerk Kim Beers

Dear Mayor Campbell and Clerk Beers:

I am pleased to inform you about a significant initiative designed to enhance wildfire response capabilities across New Brunswick. The Department of Natural Resources (DNR) has repurposed and redistributed essential firefighting equipment to support the following Volunteer Fire Departments within your municipality:

- Alma Fire Department
- Hillsborough Fire Department
- Riverside-Albert Fire Department

Before we proceed with the delivery of this equipment, please review the attached Gifting Agreement. If you find it satisfactory, kindly sign where indicated and return an electronic copy to [stacey.mcmullin@gnb.ca](mailto:stacey.mcmullin@gnb.ca)

DNR will then sign the agreement, return a copy for your records, and arrange for the delivery of the equipment to each Fire Department.

Effective wildfire management requires coordinated efforts from multiple agencies, and DNR relies heavily on the support of local fire departments to fulfill its mandate. Thanks to the Natural Resources Canada program "*Fighting and Managing Wildfires in a Changing Climate*" funding, the Government of New Brunswick (GNB) is now able to significantly enhance the wildfire response capabilities of all volunteer fire departments in the province. Over the next few years, we will be providing these departments with wildland fire equipment and comprehensive training on its use.

The Wildfire Management Branch of DNR will supply fully refurbished Wajax Mark III portable high-pressure fire pump kits to New Brunswick's volunteer fire departments. Each kit includes a Wajax Mark-III pump, 20 lengths of discharge hose, tools, and accessories. It is important to note that the responsibility for the maintenance and replacement of these kits in the future will rest solely with the recipient fire departments.

**Natural Resources / Ressources naturelles**

P.O. Box 6000, Fredericton, New Brunswick E3B 5H1 / C.P. 6000, Fredericton, Nouveau-Brunswick E3B 5H1

**GNB.CA**

In addition to providing the equipment, DNR will offer initial training on the use of these kits and will maintain a collaborative relationship with the fire departments moving forward. This collaboration will include district presence at two training nights per year, focusing on wildland-specific tactics and operations, as well as DNR representation at fire association meetings.

This initiative aims to enhance the effectiveness of wildfire response and improve community safety by fostering interagency collaboration. Our goals are to:

- Improve coordination between DNR and fire departments for more efficient and effective emergency responses.
- Organize joint training exercises and preparedness activities to familiarize DNR and fire departments with each other's protocols.
- Establish regular communication channels to facilitate information sharing, thereby reducing response times and improving outcomes.

Ultimately, this initiative seeks to better protect our communities and minimize the impact of wildfires on New Brunswick residents. Every volunteer fire department in the province will receive a kit, with the rollout prioritizing those located within communities most at risk of wildfires.

We look forward to working closely with your municipality to ensure the success of this initiative and to enhance the safety and well-being of our communities.

Kind regards,



Troy Adams  
Director, Wildfire Management  
Natural Resources



## GIFTING AGREEMENT

**THIS AGREEMENT** is made and entered into this \_\_\_ day of \_\_\_\_\_, 2026.

BETWEEN:

**HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF NEW BRUNSWICK** as represented by the Minister of Natural Resources (the "**Donor**")

AND

**FUNDY ALBERT** (the "**Recipient**")

### BACKGROUND

A. The Donor desires to donate certain equipment to the Recipient for the use by its Fire Departments, and the Recipient desires to accept such donation under the terms and conditions described below.

IN CONSIDERATION of the mutual responsibilities and obligations in this Contract the Parties agree as follows:

#### 1. DONATION OF EQUIPMENT

The Donor agrees to donate, transfer, and deliver to the Recipient, and the Recipient agrees to accept, the equipment listed in the attached Schedule A (the "**Equipment**") for use by the Fire Departments operating under its authority, with each Fire Department listed below receiving the Equipment listed in Schedule A.

- Alma Fire Department
- Hillsborough Fire Department
- Riverside-Albert Fire Department

#### 2. ACCEPTANCE OF EQUIPMENT

The Recipient acknowledges and agrees that the Equipment is accepted "as is" and "with all faults" and that the Donor makes no representations or warranties of any kind, express or implied, as to the condition, quality, or suitability of the Equipment for any particular purpose.

#### 3. RELEASE OF LIABILITY

The Recipient hereby releases, waives, and discharges the Donor, its officers, employees, and agents from any and all liability, claims, demands, actions, or causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by the Recipient or any third party, or to any property belonging to the Recipient or any third party, arising out of the use or possession of the Equipment.



**4. COMPLIANCE WITH LAWS**

The Recipient agrees to comply with all applicable federal, provincial, and local laws, regulations, and ordinances in the use and operation of the Equipment.

**5. INSPECTION AND ACCEPTANCE**

The Recipient acknowledges that it has inspected the Equipment and accepts it in its current condition. The Donor will not be responsible for any defects or issues discovered after the transfer.

**6. USE OF EQUIPMENT**

The Recipient agrees to use the Equipment solely for the purposes intended and in a manner consistent with its design and capabilities. Any misuse or unauthorized use of the Equipment will be the sole responsibility of the Recipient.

**7. AMENDMENT AND TERMINATION**

This Agreement may be amended or terminated only by a written agreement signed by both parties. The Donor reserves the right to terminate this Agreement if the Recipient fails to comply with any of its terms.

**8. SEVERABILITY**

If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions will continue in full force and effect.

**9. INDEMNIFICATION**

The Recipient agrees to indemnify, defend, and hold harmless the Donor, its officers, employees, and agents from and against any and all claims, liabilities, damages, losses, and expenses, including reasonable legal fees, arising out of or in any way connected with the use, operation, or possession of the Equipment.

**10. GOVERNING LAW**

This Agreement will be governed by and construed in accordance with the laws of the Province of New Brunswick and the applicable laws of Canada.

**11. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the parties with respect to the gift and supersedes all prior agreements and understandings, whether written or oral, relating to such subject matter.



## 12. SIGNED ORIGINALS

Identical copies of this Agreement may be signed separately by the Parties and combined to form fully executed originals. A signed Agreement delivered by electronic means is as valid as if delivered physically and will be treated as an executed original of this Agreement.

*[Signature pages to follow]*



The Parties enter into this agreement by signing below.

**HIS MAJESTY THE KING IN RIGHT OF  
THE PROVINCE OF NEW BRUNSWICK**  
as represented by the Minister of Natural  
Resources and his authorized signatory

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Troy Adams, Director, Wildfire  
Management, Natural Resources

Date: \_\_\_\_\_



**FUNDY ALBERT**

\_\_\_\_\_  
Jim Campbell  
Mayor

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_



**SCHEDULE A**

EACH FIRE DEPARTMENT WILL RECEIVE THE FOLLOWING EQUIPMENT:

Equipment List		
Quantity	Item	
<b>Refurbished</b>		
1	Wajax Mark III Pump	
1	8-foot Suction Hose	
20	100 ft Forestry Hose	
1	Spark Plug Wrench	
1	Barrel Nozzle	
1	Fog Nozzle	
1	Foot Valve	
1	Hose Strangler	
1	"Y" Valve	
1	Hose Coupling Wrench	
<b>New</b>		
1	Fuel Can	
1	Fuel Line	
1	Toolbox	
1	Amsoil Oil, 1 Liter	
1	Spark Plug	
1	Oil Absorbent Pads	

## **1. Policy Development and Harmonization**

Administration is nearing completion of the HR Policy and Guidebook for Employees as well as the Water & Wastewater Bylaw. We expect to bring these forward to Council on the July 21 Committee of the Whole, perhaps sooner depending on agenda priorities. The Procurement Policy, Fire Services Policy and Asset Management Policy are in their 2<sup>nd</sup> draft stage and should be ready for Council by September.

## **2. Municipal Water Systems**

**Alma Water Project** – The Alma water system coming online is imminent. Aside from some minor adjustments to the system, and the Department of Health and Environment and Local Government processing paperwork, we expect to advise Alma residents of a “live” date soon.

**Hillsborough Water Project** – The Hillsborough water project is progressing through its planning and approvals processes as planned. Public Works has recently identified the best route to the wellhead sites and will be marking the access route soon in preparation for clearing.

**Riverside-Albert Water System** – The Riverside-Albert system is currently operating within normal parameters.

## **3. Other items:**

**Sister Municipality** – I met with my counterpart in Lyme Regis last week to discuss a sister municipality arrangement. They wish to have a zoom meeting with both Councils to discuss initial steps. My conversations were based on best practices exchanges focusing on tourism, heritage and culture, cross tourism promotion and governance best practices.

**Audits** – The 2023 audit was completed and accepted by Council and a new auditor appointed, EY. I signed the engagement letter and E6 is working with them to transfer the 2024 files. The 2024 audit should take 3 to 4 months to complete. In the meantime, the 2025 audit files are in process.

**Office Renos** – Council Chambers renovations are nearly complete with a few smaller items that have been added that were left out of the original job such as floor vents. The alarm panel as well as phone lines will be moved over this week and next. The AV equipment is on order and when more info is available, administration will advise.



### COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Kim Beers
Date	May 5, 2026
Subject	Lease Renewal
Presenters (if applicable)	N/A
Length of Presentation (if applicable)	N/A
Type	<ul style="list-style-type: none"><li>• Public</li><li>Private</li><li>Committee of the Whole</li></ul>

### PURPOSE

To seek Council approval for the renewal of a lease agreement between the Province of New Brunswick (Department of Transportation and Infrastructure) and the Village of Fundy Albert for lands identified as Parcel 00617589, utilized as the White Rock Recreational Area.

### BACKGROUND

The Village of Fundy Albert currently leases provincially owned land identified as Parcel 00617589 which is used for the **White Rock Recreational Area**. The original lease (Registration No. 22329040, dated June 27, 2006) is set to expire.

The Province, as Lessor, and the Village, as Lessee, have agreed to renew the lease for a further ten (10) year term.

The renewal agreement:

- Commences **May 1, 2026**

- Terminates **April 30, 2036**
- Maintains all existing terms and conditions without amendment

The agreement also reflects updated legislative references due to departmental and regulatory changes.

The lease agreement includes a provision allowing the Village to renew the lease for two additional terms. This renewal represents the first ten (10) year renewal term for the lease agreement pertaining to PID #00617589.

<b>Legal</b>	<p>The lease renewal is executed under applicable provincial legislation, including:</p> <ul style="list-style-type: none"> <li>• <i>Land Titles Act</i></li> <li>• <i>Executive Council Act</i></li> <li>• <i>Local Governance Act</i></li> </ul> <p>No changes to existing lease terms; therefore, no new legal risks are identified.</p>
<b>Financial</b>	
<b>Environmental</b>	NA
<b>Policy</b>	Consistent with ongoing municipal operations and asset use. No policy changes required.
<b>Stakeholders</b>	<ul style="list-style-type: none"> <li>• Province of New Brunswick (Department of Transportation and Infrastructure)</li> <li>• Village of Fundy Albert</li> <li>• Local users of the leased land</li> </ul>
<b>Community Sensitivities</b>	NA
<b>Council priorities</b>	<ul style="list-style-type: none"> <li>• Infrastructure</li> <li>• Village Services</li> <li>• Strategic Partnerships</li> </ul>
<b>Documents, maps, photos or presentations attached</b>	Lease Agreement
<b>Consultation</b>	Dept. of Transportation
<b>Intergovernmental considerations</b>	Agreement is directly with the Province of New Brunswick, reinforcing intergovernmental collaboration.

## **RECOMMENDATION**

That Council approve the renewal of the lease agreement for Parcel 00617589 for a ten (10) year term from May 1, 2026 to April 30, 2036.

**RENEWAL OF LEASE**

Parcel Identifier: **00617589**

Lessor: **His Majesty the King in right of the Province of New Brunswick as represented by the Minister of Transportation and Infrastructure**  
Kings Place  
440 King Street  
PO Box 6000  
Fredericton, NB  
E3B 5H1

Lessee: **Fundy Albert**  
61 Academy Street  
Hillsborough, NB  
E4H 2R4

Lease Registration Particulars: Registration No. 22329040  
June 27, 2006  
Albert County

This Agreement witnesseth that in consideration of the rents, mutual covenants and agreements herein reserved and contained, the parties agree to renew the lease as follows:

1. The Lessor and the Lessee mutually consent and agree that the parties shall renew the lease for a consecutive ten (10) year renewal term in favour of the Lessee commencing on 1<sup>st</sup> day of May, 2026 and terminating on the 30<sup>th</sup> day of April, 2036, as permitted by the terms of the lease.
2. By virtue of the amendments to the *Executive Council Act*, references to the Minister of Supply and Services are references to the Minister of Transportation and Infrastructure, and by virtue of the *Local Governments Establishment Regulation - Local Governance Act*, the Village of Hillsborough and Fundy Albert are one and the same.
3. All other terms and conditions of the lease remain in full force and effect, unamended.

In witness whereof the Lessor and the Lessee have caused this Renewal of Lease to be executed by their respective representatives duly authorized.

Dated the 16 day of April, 2026.

**SIGNED, SEALED AND DELIVERED**  
in the presence of:

  
Witness:

) **HIS MAJESTY THE KING IN RIGHT OF THE**  
) **PROVINCE OF NEW BRUNSWICK**

) 

) Hon. Chuck Chiasson  
) Minister of Transportation and Infrastructure

) **FUNDY ALBERT**

)   
) Jim Campbell  
) Mayor

Form 43

AFFIDAVIT OF EXECUTION

Land Titles Act, S.N.B. 1981, c.L 1.1, s.55

Subscribing Witness: Sheena Williams

Person Who Executed the Instrument: Hon. Chuck Chiasson

Place of Execution: Fredericton, NB

Date of Execution: April 15, 2026

I, Sheena Williams, the subscribing witness, make oath and say:

1. That I was personally present and saw the attached instrument duly executed by the party specified and that I am the subscribing witness;
2. That the person who executed the instrument is known to me;
3. That the instrument was executed at the place and on the date specified above;
4. That at the time of execution of the instrument I was of the full age of nineteen years; and
5. That the person who executed the instrument is, in my belief, of the age of majority.

SWORN TO at Fredericton, in the )  
County of York and Province of )  
New Brunswick, on the 15 )  
day of April, 2026 )

BEFORE ME: )

Cynthia White )

Sheena Williams )

Commissioner of Oaths )

CYNTHIA WHITE  
COMMISSIONER OF OATHS  
COMMISSAIRE AUX SERMENTS  
MY COMMISSION EXPIRES  
MA COMMISSION SE TERMINE  
LE 31 DEC./DEC 31, 2026



26916

## ORDER FOR REGISTRATION OF TITLE

Land Titles Act, S.N.B. 1981,  
c. L-1.1, ss.12, 13, 14, 14.1 & 52

TO: The Registrar of Land Titles for the District of Albert  
County

IT IS HEREBY ORDERED that upon the expiration of ten days after the receipt of this order, unless an appeal is taken within that time, the title to the land described in Schedule "A" attached hereto, being parcel 00617589 as shown on the diagram attached hereto as Schedule "B", shall be registered in the name of Her Majesty the Queen in right of the Province of New Brunswick, as represented by the Minister of Education as owner subject to

Right of Access for the benefit of parcels 00616706,  
00617506, 00615518, 00616938 and 00616988.

Dated on 17 January 1996.

*Alpate*

*Francis S. [Signature]*  
Registrar General of Land Titles



Parcel 00617589

Schedule "A"

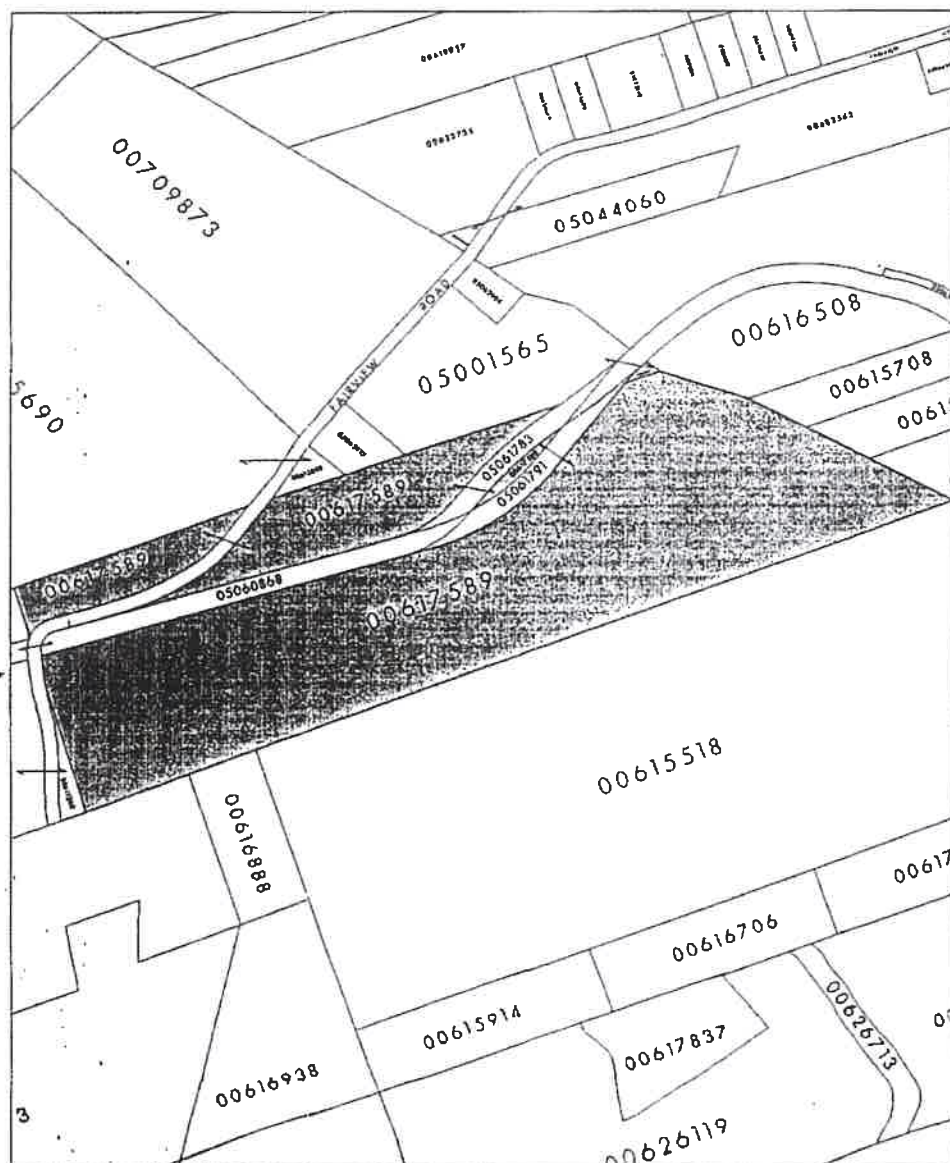
All that certain lot, piece or parcel of land and premises situate, lying and being at Albert Mines, in the Parish of Hillsborough in the County of Albert and Province of New Brunswick, shown as "S-2" on a plan of lands entitled "Canadian Gypsum Co. Ltd., Hillsborough, N.B., Property Layout Old Sayer Quarry Area, Drawing number AM-458", which plan was dated 25 June 1959 and filed in the Albert County Registry Office as LTD-76.

Being the same lands and premises conveyed to The Albert Manufacturing Company by deed dated 9 November 1892 and registered in the Albert County Registry Office on 9 October 1901 in book K-1 at page 424 as number 19360.

Saving and excepting thereout and therefrom:

- (1) Lands of the Canadian National Railway right of way, being identified as 05060868 and 05062849;
- (2) Parcel "A" on plan 34631, being identified as parcel 05061783;
- (3) Lands conveyed to The Canadian Gypsum Company Limited by Letters Patent dated 13 February 1941 shown as Parcel "B" on plan 36341, being identified as parcel 05061791.

Schedule 'B'



**Form 19****LEASE**

*Land Titles Act, S.N.B. 1981, c. L-1.1, s. 27*  
*Standard Forms of Conveyances Act, S.N.B. 1980, c. S-12.2, s. 2*

Parcel Identifier : **PID 00617589**

Lessor : **HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF NEW BRUNSWICK, as represented by the Minister of Supply and Services**  
Marysville Place  
20 McGloin Street  
P.O. Box 6000  
Fredericton, N.B. E3B 5H1

Lessee : **VILLAGE OF HILLSBOROUGH**  
2849 Main Street, Unit 1  
Hillsborough, N.B. E4H 2X7

Encumbrance Holder : Not applicable

Description of Leased Premises : PID 00617589

Term of Lease : Twenty (20) years

Commencement Date of Lease : May 1<sup>st</sup>, 2006

Date of Termination : April 30<sup>th</sup>, 2026

Renewal Term : The Lessee shall have the right to renew for a further two (2) separate but consecutive ten (10) year renewal terms, on the same terms and conditions contained herein, to be exercised by giving at least three (3) month's written notice to the Lessor of its intention to renew in respect of each renewal term

Payment and Payment Date: \$1.00 per year plus H.S.T. per year. To be paid in advance on May 1<sup>st</sup> of the first year during the term of the lease

Place of Payment : Department of Supply and Services  
P.O. Box 6000  
Marysville Place  
20 McGloin Street  
Fredericton, N.B. E3B 5H1

Statutory Covenants  
And Conditions Included : Attached hereto as Schedule "B" form part of this Lease

The Lessor leases to the Lessee the premises being the specified parcel on the specified conditions.

The Lessee acknowledges receipt of the text of the covenants and conditions which are contained in this Lease by reference to a distinguishing number or by virtue of subsection 27(2) of the *Land Titles Act*, and agree to be bound by them to the same extent as if set out at length herein.

DATED on 13 day of June, 2006.

SIGNED, SEALED AND DELIVERED  
In the presence of :

Kathy Cormier  
Witness

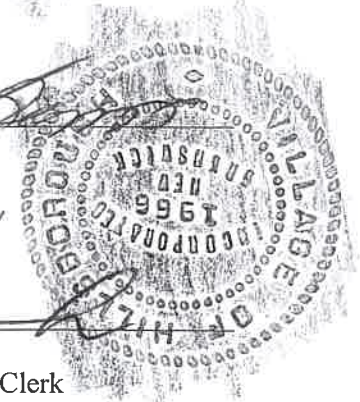
[Signature]  
Witness

[Signature]  
Witness



[Signature]  
Donna Bennett  
Mayor

[Signature]  
D.A. Jonah  
Administrator / Clerk



**SCHEDULE "A"**

**SCHEDULE "A" to a Lease between the Province of New Brunswick, Lessor and  
The Village of Hillsborough, Lessee, dated the 13 day of June, 2006.**

ALL THAT CERTAIN, lot, piece or parcel of land containing 37.853 hectares.

BEING and intended to be PID 00617589.

SCHEDULE "B"

**SCHEDULE "B" to a Lease between the Province of New Brunswick, Lessor and The Village of Hillsborough, Lessee, dated the 13 day of June, 2006.**

11. The Lessee shall pay rent for the premises.
12. The Lessee shall maintain the premises in good repair.
13. The Lessee shall permit the Lessor to inspect the premises.
14. The Lessee shall not alter the premises without the Lessor's consent, which consent may not be unreasonably or arbitrarily withheld, conditioned or delayed.
15. The Lessee shall use the premises for agreed purposes only.
16. The Lessee shall not assign or sublet without the Lessor's consent.
17. The Lessee shall comply with all laws.
18. The Lessee shall deliver vacant possession upon termination of the Lease, reasonable wear and tear excepted.
20. The Lessee shall pay public utilities for the premises.
21. The Lessee shall not do any act to increase insurance premiums.
22. The Lessee shall pay occupancy taxes for the premises.
23. The Lessee shall provide public liability insurance for its use of the premises.
25. The Lessee shall conduct his business in a reputable manner.
26. On breach of any covenant the Lessor may recover all costs from the Lessee as rent.
27. The Lessor may re-enter the premises on the insolvency of the Lessee.
28. The Lessor promises to the Lessee quiet enjoyment of the premises.
36. Where the Lessee holds over the tenancy is monthly.
38. The Lessor is not responsible for injury to person or property upon the premises unless due to the negligence of the Lessor.
39. The Lessee may install signs with the Lessor's consent, which consent may not be unreasonably or arbitrarily withheld, conditioned or delayed.
41. Condonation, excuse or overlooking of any default does not operate as waiver.
42. All Lessee's insurance policies shall contain a waiver of subrogation.
46. The Lessor may re-enter the premises upon non-payment of rent or other breach.

## SCHEDULE "D"

WHEREAS the Lessor has been authorized by Order-in-Council 2005-288 dated July 21<sup>st</sup>, 2005, made under section 12 of the Public Works Act to lease the premises described in Schedule "A", to the Lessee herein subject to certain terms and conditions.

### 1. Purpose of Land

- (a) The property described herein with Parcel Identifier 00617589 shall be used by the Lessee for recreational usage and for no other purpose or purposes (hereinafter referred to as the "Land"),
- (b) All possession, use and occupation by the Lessee of the Land and premises leased hereunder or of any portion thereof, shall be at his sole risk and expense, and nothing in this Lease shall be construed so as to make the Lessee the partner or the authorized agent of the Minister and the Lessee covenants not to hold himself out in such manner,
- (c) The Lessee covenants not to use or permit the use of the Land in any way that in the opinion of the Lessor is noisy, obnoxious, offensive or immoral or is annoying or likely to annoy persons,
- (d) The Lessor makes no warranty or representation as to the quality of the Land and premises, or its suitability for the Lessee's purpose, and
- (e) The Lessor makes no warranty or representation as to the quality of access to the Land and premises and all access to and from the leased premises shall be entirely at the risk of the Lessee.

### 2. Event of Default

Upon the occurrence of any one or more of the following events (each of which is hereafter called an "Event of Default"):

- (a) Failure in the performance by the Lessee of any agreement or covenant to be performed hereunder; or
- (b) Failure by the Lessee to maintain all required permits and/or failure to comply with all environmental protection requirements and directives from the Federal, Provincial or Municipal Government,

The Lessor may, at his option, upon providing the Lessee with three (3) months written notice, terminate the Lease. All rights of the Lessor shall survive any such termination and upon receipt of notice of termination the Lessee shall immediately cease to have any right of entry to the Land and the Lessor shall be entitled to the immediate repossession of the Land.

### 3. Taxes

The Lessee covenants to pay and discharge all taxes in every year, during the term of this Lease, including all local service rates, rates, duties and assessments that may be levied, rated, charged or assessed against the premises, of any part

## SCHEDULE "D" (Continued)

### 4. Subletting

The Lessee shall not sublet this Lease, or any right accruing hereunder without the Minister's prior written consent.

The Lessor and the Lessee hereby covenant that they shall comply with all conditions and covenants found herewithin with such modifications only as are necessary to make them applicable.

### 5. Indemnification

- (a) The Lessee covenants to release, indemnify and save harmless the Lessor and his respective servants, agents, employees, from and against all claims and demands, loss, costs, damages, actions, suits, or other proceedings by whomsoever brought or prosecuted in any manner based upon, or occasioned by any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from (i) the performance of this Lease or the breach of any term or condition of this Lease by the Lessee, its officers, servants, employees and agents, or by a third party, their officers, employees, servants or agents; (ii) or arising directly or indirectly from any omission or other willful or negligent act of the lessee or third party and their respective employees, officers, servants or agents; or (iii) arising from or in any way directly attributable to the possession and occupation of, or entry on, the Land and premises or any part thereof by the Lessee, or by any person, guest, invitee, customer, agent or employee of the Lessee.
- (b) The Lessee shall obtain and maintain throughout the term of this Lease third party liability insurance in the name of the Lessee and the Lessor protecting both from all claims arising with respect to the premises, the use thereof during the term hereof, for injury, death or property damage covering all applicable perils and risks in the amount of not less than One Million Dollars (\$1,000,000.00), and shall forward to the Lessor a copy of the policy providing such protection within thirty (30) days of the signing hereof and upon the request of the Lessor during the term of this lease.

### 6. Termination

- (a) It is expressly understood and agreed that the Lessor shall have the right to terminate this lease at any time, and to enter into possession, on giving the Lessee three (3) months notice in writing delivered to the Lessee personally or be registered post to the effect that the Lessor requires the premises for public purposes and the Lessee acknowledges that it will have no claim for damages upon exercise by the Lessor of such right, and any and all such claims are hereby expressly waived.
- (b) It is expressly understood and agreed that the Lessee may in his sole discretion terminate this lease by giving three (3) months notice in writing to the Lessor personally or by registered post and on such termination all rent payable by the Lessee to the Lessor shall be paid.

## SCHEDULE "D" (Continued)

- (c) Upon the termination of the lease, the Lessee shall restore at its expense and return the Land and premises herein demised to a state acceptable to the lessor, determined in his sole discretion and the Land shall be in good repair, reasonable wear and tear is excepted.

### 7. Renewal of lease

- (a) The Lessor hereby leases to the Lessee the premises for the purpose indicated in paragraph 1 of Schedule "D" attached hereto, and for no other purpose or purposes, for a period of twenty (20) years, beginning on May 1<sup>st</sup>, 2006 and ending on April 30<sup>th</sup>, 2026. The Lessee shall have the right to renew for a further two (2) separate but consecutive ten (10) year renewal term, on the same terms and conditions contained herein, to be exercised by giving at least three (3) month's written notice to the Lessor of its intention to renew in respect of each renewal term.

### 8. Assignment of Lease and Amendment to Lease

- (a) The Lessee shall not assign this Lease, or any right accruing hereunder without the Minister's prior written consent.
- (b) This Lease may only be amended by written agreement between the parties hereto.

### 9. Notices

Any notice, demand or request required by or contemplated by any provision of this Lease, shall be sufficiently given if served personally or sent and received by facsimile machine, or if mailed postage prepaid by certified or registered mail addressed in the case of the Lessor to:

Minister of Supply and Services, New Brunswick  
Marysville Place  
20 McGloin Street  
P.O. Box 6000  
Fredericton, N.B.  
E3B 5H1

**Attention of :                    Director, Property Management Branch**

In the case of the Lessee to :

Village of Hillsborough  
2849 Main Street, Unit 1  
Hillsborough, N.B.  
E4H 2X7

**Attention of :                    Administrator /Clerk**

**SCHEDULE "D" (Continued)**

10. **Miscellaneous Clauses**

- (a) This Lease shall be governed by the laws in effect in the Province of New Brunswick.
- (b) Any legal proceedings commenced by either Party to this Lease relating to the interpretation, enforcement or performance of this Lease shall be commenced exclusively in the New Brunswick Court of Queen's Bench.
- (c) This lease shall enure to the benefit of and be binding upon the parties hereto, their heirs and assigns and their successors and assigns, as if they were in every case named and described.
- (d) This Lease embodies the whole of the Agreement between the Lessor and the Lessee and no oral representations, letters, memos or other communications exchanged between the Parties prior to or contemporaneous with the execution of this Lease shall be admissible in interpreting the provisions of this Lease.
- (e) Time is of the essence of this Agreement.

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c. L-1.1, s.55

Deponent: HON. BEV HARRISON
Marysville Place
20 McGloin Street
Fredericton, N.B.
E3A 5T8

Office Held by Deponent: Minister of Supply and Services

Corporation: HER MAJESTY THE QUEEN in right of the
Province of New Brunswick

Place of Execution: Fredericton, N.B.

Date of Execution: June 13, 2006

I, BEV HARRISON, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
2. That the attached instrument was executed by me as the officer duly authorized to execute the instrument on behalf of the corporation;
3. That the seal of the corporation was affixed to the said instrument at my direction;
4. That the instrument was sealed at the place and on the date specified above;
5. That the corporation does not have any shares.

SWORN TO at Fredericton, )
in the County of York and )
Province of New Brunswick, on )
the 13 day of June, 2006. )

BEFORE ME: )

Leah L. Essensa
Commissioner of Oaths
My Commission Expires :

HON. BEV HARRISON

Form 45

AFFIDAVIT OF CORPORATE EXECUTION

Land Titles Act, S.N.B. 1981, c. L-1.1, s.55

Deponent: DONNA BENNETT
Office Held by Deponent: Mayor
Corporation: Village of Hillsborough
2849 Main Street, Unit 1
Hillsborough, N.B. E4H 2X7
Place of Execution: Village of Hillsborough, N.B.
Date of Execution: May 29, 2006

I, Donna Bennett, the deponent, make oath and say:

- 1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to;
2. That the attached instrument was sealed by me, Donna Bennett and D.A. Jonah as the officers duly authorized to execute and seal the instrument on behalf of the corporation;
3. That the seal of the corporation was affixed to the said instrument at my direction;
4. That the instrument was executed and sealed at the place and on the date specified above;
5. That the ownership of a share of the corporation does not entitle the owner thereof to occupy the parcel described in the attached instrument as a marital home.

SWORN TO at the Village of Hillsborough, in the County of Albert and Province of New Brunswick, on the 30th day of May, 2006.

BEFORE ME:

Commissioner of Oaths

Donna Bennett

**AFFIDAVIT OF CORPORATE EXECUTION**

*Land Titles Act, S.N.B. 1981, c. L-1.1, s.55*

Deponent: **YASSIN CHOUKRI, Q.C.**  
670 King Street, Fredericton, NB E3B 5H1

Office Held by Deponent: Deputy Attorney General and Deputy Minister  
of Justice of the Province of New Brunswick

Corporation: **Her Majesty the Queen in the right of the  
Province of New Brunswick**

Place of Execution: Fredericton, N.B.

Date of Execution: June 19, 2006

I, the Deponent, make oath and say:

1. That I hold the office specified above in the corporation specified above, and am authorized to make this affidavit and have personal knowledge of the matters hereinafter deposed to.
2. That I have custody of the Great Seal of the Province of New Brunswick.
3. That the seal affixed to the annexed instrument is the Great Seal of the Province of New Brunswick and was affixed to the said instrument at my direction.

SWORN TO at Fredericton, )  
 in the County of York and )  
 Province of New Brunswick, )  
 this 19 day of June, 2006. )  
 )  
 )

BEFORE ME: )  
 )  
 )  
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 )  
 )  
 )  
 )  
 )

Rosanne D. Richard  
 Commissioner of Oaths

Yassin Choukri, Q.C.

Rosanne M. Landry-Richard  
 Commissioner of Oaths  
 My Commission Expires  
 December 31, 2007

**Synopsis:** Third Reading of By-Law 26-WAP-069-3

**Date:** May 5, 2026

**Department:** Legislative Services

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**Purpose:**

To advise Council that a decision is required regarding the proposed rezoning application for PID 05036462.

**Background:**

Council has received and reviewed the proposed rezoning application, including the planning analysis and recommendations provided by Plan 360. The application has proceeded through the required review and public notification processes in accordance with applicable legislation.

**Analysis:**

Plan 360 has identified a number of conditions and technical requirements associated with the proposed development. These include, but are not limited to, requirements such as a sightline analysis and other applicable approvals. It is important to note that these conditions are to be addressed at the development and permitting stage and are not prerequisites for Council's decision on the rezoning itself.

**Legislative Considerations:**

Under the Community Planning Act, Council must render a decision on the proposed rezoning by either approving or denying the application. Council cannot approve the rezoning conditionally.

**Key Consideration:**

Should Council choose to approve the rezoning, it must be clearly understood that **all conditions and requirements identified by Plan 360, as well as any applicable provincial or regulatory approvals, must be satisfied by the applicant prior to the issuance of any development or building permits.**

**Options for Council:**

1. **Approve** the rezoning application for PID 05036462.
2. **Deny** the rezoning application for PID 05036462.

**BY-LAW NO. 26-WAP-069-FA-3**  
**A BY-LAW TO AMEND MINISTERIAL REGULATION 21-WAP-069-00**  
**THE WESTMORLAND-ALBERT PLANNING AREA RURAL PLAN REGULATION**

The Council of the Village of Fundy Albert under the authority vested in it by Section 44 and in accordance with Section 59 of the *Community Planning Act*, SNB 2017, c.19 amends Ministerial Regulation 21-WAP-069-00, the Westmorland-Albert Planning Area Rural Plan Regulation and enacts as follows:

1. Ministerial Regulation 21-WAP-069-00, filed in the Westmorland County Registry Office on September 6, 2022 as number 43069906, is hereby amended as follows:
  - Schedule A-2, being the Westmorland-Albert Planning Area Zoning Map, is amended as shown on the map dated February 5, 2026, attached hereto as Schedule FA-3.

FIRST READING: March 3, 2026  
(by title)

SECOND READING: March 3, 2026  
(by title)

READING IN ITS ENTIRETY: March 3, 2026

THIRD READING  
(by title) AND PASSED: DATE

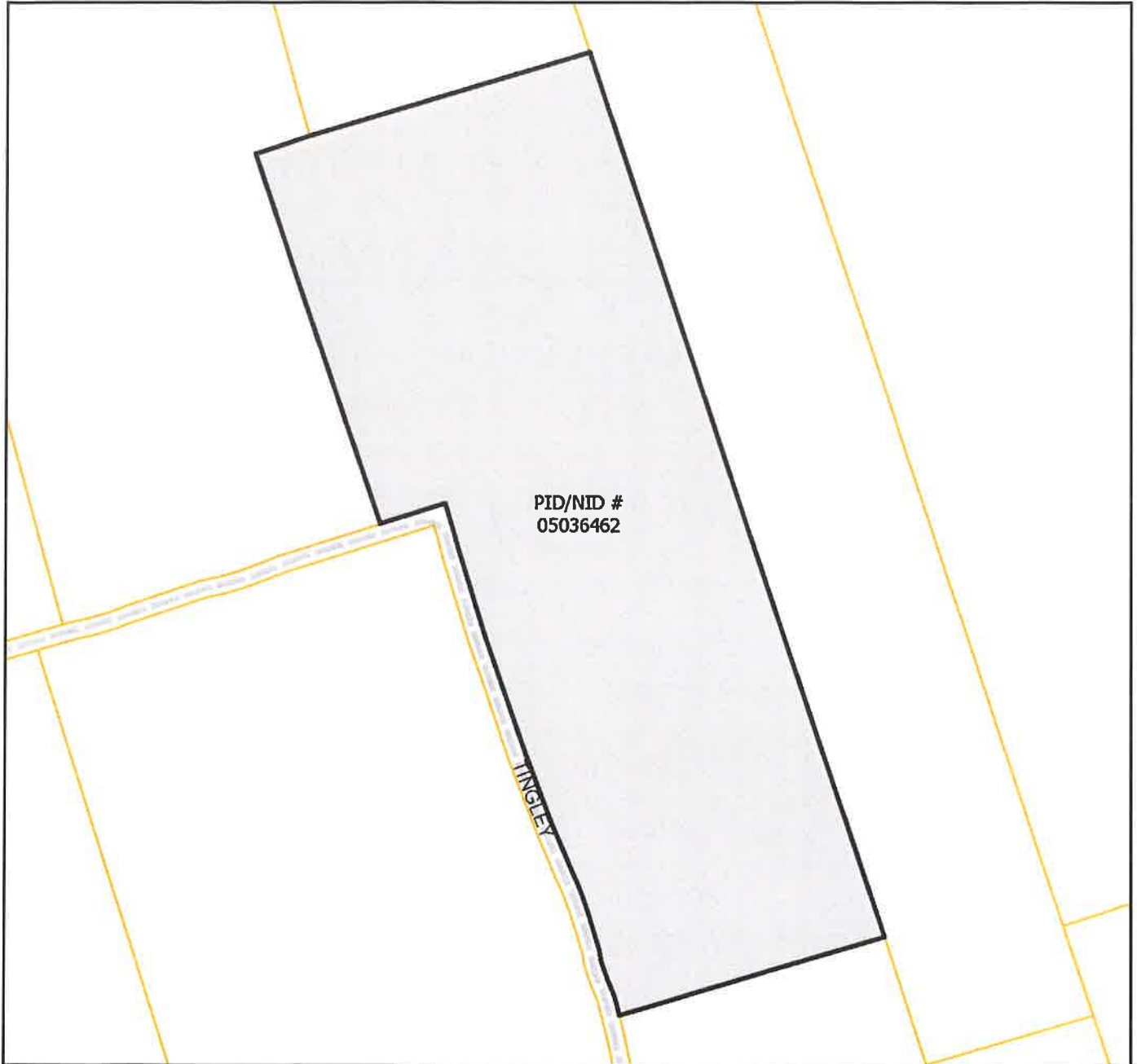
Jim Campbell, Mayor

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Kim Beers, Legislative Services Director/Clerk

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Schedule / Annexe FA-3  
Fundy Albert  
ZONING MAP / CARTE DE ZONAGE  
Date: 2026-02-05



Legend



Rezoning to IRD: Rezoning from Commercial-Industrial (CI) to Intensive Resource Development (IRD) to permit a rock quarry incorporating a crusher.

Rezoning de Commerciale-Industriel (CI) à Développement Intensif des Ressources (DIR) pour permettre une carrière incorporant un concasseur de roches



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

**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.

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Jim Campbell, Mayor

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Kim Beers, Legislative Services Director/Clerk

**SOLEMN DECLARATION**

**BY-LAW NO. 26-WAP-069-FA-3**

**A BY-LAW TO AMEND MINISTERIAL REGULATION 21-WAP-069-00  
THE WESTMORLAND-ALBERT PLANNING AREA RURAL PLAN REGULATION**

I, \_\_\_\_\_, of the \_\_\_\_\_, in the County of Albert and the Province of New Brunswick, Clerk, DO SOLEMNLY DECLARE;

1. THAT I am the Clerk of the Village of Fundy Albert, a Municipal Corporation, and have personal knowledge of the facts herein declared;
2. THAT the requirements of Sections 59, 110 and 111 of the *Community Planning Act* have been complied with in respect to By-law No 26-WAP-069-FA-03, A By-law to Amend Ministerial Regulation 21-WAP-069-00, which was passed by the Council of the Village of Fundy Albert on XX XX, 2026;

AND, I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the *Evidence Act*.

Declared before me at the \_\_\_\_\_ )  
Village of Fundy Albert, \_\_\_\_\_ )  
County of Albert and Province \_\_\_\_\_ )  
of New Brunswick, this \_\_\_\_ day \_\_\_\_\_ )  
of \_\_\_\_\_, A.D., 2026. \_\_\_\_\_ ) Clerk

\_\_\_\_\_  
Commissioner of Oaths