

1. Call to Order
2. Adoption of Agenda
3. Conflict of Interest Declarations
4. Code of Conduct
5. Hillsborough Lagoon Outfall Repair – Capital Renewal Fund
6. Hillsborough Lagoon Outfall Repair Project
7. Hillsborough Pool Heater Replacement
8. Grey Brook Footbridge Replacement
9. PMHP 2029-2031
10. Adjournment



COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Kim Beers
Date	September 1, 2026
Subject	Code of Conduct
Type	- Public - Private - Committee of the Whole

BACKGROUND

Fundy Albert is in receipt of a formal complaint submitted pursuant to By-law No. 2025-02, *A Code of Conduct By-law for the Council of Fundy Albert*, alleging potential breaches of the Code of Conduct by Councillor Davis.

The complaint has been submitted using the formal complaint process established under Section 6 and Schedule "A" of By-law No. 2025-02.

The complaint identifies the following provisions of the Code of Conduct for Council's consideration:

- Section 5(a)(ii) – Representing Fundy Albert;
- Section 5(b)(iv) – Communicating on Behalf of the Municipality;
- Sections 5(c)(i) and (ii) – Respecting the Decision-Making Process;
- Section 5(e)(i) – Respectful Interaction with Councillors, Staff, the Public and Other Members of Society;
- Section 5(e)(v) – Use of communication tools and social media; and
- Section 5(h)(vii) – Improper Use of Influence.

LEGISLATIVE AUTHORITY

The complaint process is governed by:

- By-law No. 2025-02, *A Code of Conduct By-law for the Council of Fundy Albert*;
- New Brunswick Regulation 2024-48, *Code of Conduct Regulation – Local Governance Act*; and
- the *Local Governance Act*.

Section 4(b) of By-law No. 2025-02 recognizes that Councillors are also governed by applicable provincial and federal legislation and provides that, where there is a conflict between the Code of Conduct and federal or provincial law, the applicable federal or provincial law takes precedence.

Accordingly, the complaint process must be administered in accordance with the current requirements of the *Local Governance Act* and Regulation 2024-48.

PRELIMINARY REVIEW REQUIRED BY SCHEDULE "A"

At the Council meeting where the complaint is reviewed, Schedule "A" requires Council to:

1. Consider all documentary material obtained;
2. Determine whether the complaint is frivolous, vexatious or was filed outside the required time period;
3. Determine whether the complaint does or does not have merit; and
4. Determine whether further investigation is necessary.

LEGAL CONSIDERATIONS

The Municipality must ensure that the complaint process complies with By-law No. 2025-02, Regulation 2024-48 and the *Local Governance Act*.

FINANCIAL IMPLICATIONS

There are no immediate financial implications associated with Council's preliminary review of the complaint.

Should Council determine that further investigation is necessary, costs will be incurred to retain an independent third-party investigator.

Council may consider the following options:

Option 1 – Summarily Dismiss the Complaint

Council may summarily dismiss the complaint if Council concludes that the complaint:

- is frivolous, vexatious or made for an improper purpose;
- is devoid of merit; or
- even if the alleged actions or conduct occurred, they clearly do not fall within the scope of the Council Code of Conduct or any other relevant legislation, policy or procedure.

Option 2 – Determine Further Investigation is Necessary

Council may determine that the complaint raises matters within the scope of the Code of Conduct, has sufficient merit to warrant further review, and that an investigation is necessary before Council determines whether a contravention of the Code has occurred.

Should Council determine that an investigation is warranted, Schedule "A" requires that a fair and impartial third-party investigation process be applied.

Option 3 – Corrective Action

Where Council determines, following the applicable complaint process and after providing the affected Councillor with procedural fairness, that the Councillor has contravened the Council Code of Conduct, Council may impose corrective action pursuant to Section 8 of By-law No. 2025-02.

Corrective actions available to Council include, without limitation:

1. A letter of reprimand;
2. Requiring the Councillor to issue a letter of apology;
3. Requiring the Councillor to attend training or counselling as directed by Council;
4. Suspending the member from exercising the powers or performing the duties conferred under section 48 of the *Local Governance Act*;
5. Reducing or suspending the member's compensation for the duration of any suspension imposed under paragraph (4); or
6. Reducing or suspending the member's privileges, including travel or the use of resources, services or property of the Municipality.

Any corrective action imposed under Section 8(a)(iv) or (v) shall not be imposed for a period longer than the maximum period prescribed for suspension under the *Local Governance Commission Act*.

Corrective action is applicable where Council has determined that a contravention of the Code of Conduct has occurred. Referral of a complaint for investigation does not constitute a finding that the affected Councillor has breached the Code.

To: Jim Campbell, Mayor of Fundy Albert

Subject: Formal Complaint Under By-law No. 2025-02, Code of Conduct By-law for the Council of Fundy Albert

Respondent: Councillor Rebecca Davis

I am submitting this complaint in good faith regarding to Section 6 of the Fundy Albert Code of Conduct By-law. I believe Councillor Rebecca Davis's conduct following the failure of a motion to proceed through Council's decision-making process may have contravened several provisions of the Code of Conduct relating to representation of the municipality, social media use, respect for democratic decision-making, and the use of elected office.

Prior to submitting this complaint, I spoke directly with Councillor Davis regarding my concerns and appreciated her willingness to engage in an open and candid discussion. However, the information provided during that conversation increased my concern that the conduct in question may have been inconsistent with both the letter and the spirit of the Fundy Albert Code of Conduct.

Background and Facts

The facts giving rise to this complaint are as follows:

1. Councillor Davis introduced or promoted a matter that was brought before Council.
2. The motion did not receive a seconder and therefore did not proceed through Council's formal decision-making process.
3. Following that outcome, Councillor Davis publicly announced her intention to continue with the initiative despite the matter not advancing through Council.
4. The announcement was made through a Facebook page publicly identified as "Rebecca Davis for Ward 5 Fundy Albert."
5. The Facebook post explicitly connected the initiative to the matter that had recently been before Council.

6. Members of the public were invited to participate through that councillor-branded platform.
7. During her public announcement, Councillor Davis referenced criticism she had received from members of the community who disagreed with her position.
8. Councillor Davis adopted the label "troublemaker," a term she indicated had been used by critics, and incorporated that messaging into public communications and apparel associated with the event.
9. Councillor Davis attended the event while wearing clothing that identified her as a councillor and reinforced the same messaging.
10. Councillor Davis was subsequently quoted in media coverage indicating that she believed she was "doing the right thing."
11. During a personal conversation, Councillor Davis advised that she believed she had received approval to participate as "Rebecca Davis for Ward 5" and characterized this approach as a form of "Plan B."

Individually and collectively, these actions created the appearance that a matter which had failed to advance through Council's established process was nevertheless being pursued under the authority, visibility, and influence of elected office.

1. Failure to Distinguish Personal Advocacy from Municipal Representation

Section 5(b)(iv)

The Code of Conduct requires that:

"In the event Councillors provide a personal view or opinion on social media, Councillors will take all reasonable steps to ensure that such personal views or opinions are not construed to be those of Fundy Albert or its Council."

Councillor Davis did not simply express a personal opinion on a private platform. She used a page publicly branded as "Rebecca Davis for Ward 5 Fundy Albert" to discuss an issue that had just been before Council and to invite public participation in a related initiative.

The use of a councillor-branded platform, combined with the timing of the communications and the direct connection to the failed motion, blurred the distinction between personal advocacy and municipal representation.

A reasonable resident could conclude that the initiative had some form of continuing municipal endorsement, support, or authority because it was being promoted through an account explicitly tied to elected office.

I therefore believe there are reasonable grounds to conclude that sufficient steps were not taken to ensure the initiative was not construed as an activity connected to Fundy Albert Council.

2. Failure to Respect the Democratic Decision-Making Process

Section 5(c)(i) and (ii)

The Code of Conduct requires councillors to:

"Foster respect for the democratic decision-making process" and "Work towards effective and consistent implementation of the positions and/or decisions of Council."

Council exists to make decisions collectively, not individually. While the motion did not proceed to a vote, the initiative nevertheless failed to advance through Council's established process because it did not obtain the support necessary to proceed.

Following that outcome, Councillor Davis publicly promoted her intentions and moved forward with the initiative through channels associated with her elected office.

More significantly, the public communications were not presented merely as a personal volunteer effort disconnected from Council. Instead, they explicitly referenced the matter that had been before Council and linked the continued activity to the outcome of that process.

The subsequent media statements suggesting that she was "doing the right thing" further reinforced the perception that proceeding outside the Council process was justified despite the outcome of that process.

The concern is not that Councillor Davis personally believed she was acting appropriately. The concern is that her actions and public messaging created the appearance that an individual councillor may continue pursuing an initiative under the banner of elected office when support cannot be obtained through Council's established procedures.

In my view, this undermines public confidence in collective decision-making and is inconsistent with the obligation to foster respect for democratic municipal governance.

3. Exercising or Appearing to Exercise Individual Authority

Section 5(a)(ii)

The Code of Conduct states that councillors must:

"Conduct Council business in an open and transparent manner that promotes public confidence and trust, recognizing that an individual Councillor cannot exercise individual authority over Fundy Albert."

Residents first encountered a councillor-branded social media campaign connected to a matter recently considered by Council. They were invited to participate through that same platform. The councillor then attended the event while visibly identifying herself as a councillor.

Taken together, these actions created a strong appearance that the initiative was associated with municipal authority despite the fact that Council had not advanced the matter.

The issue is not whether actual authority was exercised, but whether the public could reasonably perceive that authority was being exercised or that the initiative carried municipal endorsement.

I believe these actions risked creating confusion regarding the distinction between an individual councillor and Council as the governing body of the municipality, thereby undermining public confidence and trust.

4. Improper Use of Position

Section 5(h)(vii)

The Code of Conduct requires councillors to:

"Not use their position for any purpose other than the exercise of their official duties."

The public identity of a councillor carries visibility, influence, and credibility that private citizens do not possess.

In this case, the initiative was promoted through a page bearing the councillor's title, participants were recruited through that platform, and the councillor's elected status remained visually prominent during the event itself.

These actions create a reasonable question as to whether the influence and visibility of elected office were being used to advance a personal initiative that lacked Council approval or direction.

For that reason, I believe there are reasonable grounds for investigation under Section 5(h)(vii).

5. Inappropriate Use of Social Media and Public Communications

Section 5(e)(v)

The Code of Conduct requires councillors to:

"Use communication tools and social media in a professional and appropriate manner only to promote the approved objectives of Council and not to attempt to reflect on Council decisions..."

The social media communications in question did more than advertise participation in an event.

The posts reportedly referenced the matter that had been before Council, connected the event to the controversy surrounding the motion, and incorporated "troublemaker" messaging that was derived from criticism received from members of the public.

By publicly embracing and displaying that messaging through both social media and apparel, the communications appeared to transform a matter of municipal governance into a public campaign centered on conflict between supporters and opponents.

The result was messaging that reflected on the failed motion, the surrounding public controversy, and the reaction of community members rather than simply promoting approved objectives of Council.

I therefore believe Section 5(e)(v) warrants consideration.

6. Failure to Interact Respectfully with Members of the Public

Section 5(e)(i)

The Code of Conduct requires councillors to:

"Treat fellow Councillors, Fundy Albert staff and the public with respect, concern and courtesy..."

I acknowledge that some of the criticism directed toward Councillor Davis may have been unfair, unkind, or inappropriate.

However, elected officials are held to a higher standard. Publicly incorporating criticism received from residents into social media messaging and event branding, particularly where such messaging appears intended to mock, diminish, or ridicule opposing viewpoints, risks creating an atmosphere of division rather than respectful dialogue.

Even where no individual resident is specifically identified, using elected-office platforms to amplify conflict with members of the public is difficult to reconcile with the obligation to treat residents with respect, concern, and courtesy.

I therefore believe this conduct should also be reviewed under Section 5(e)(i).

Requested Outcome

I respectfully request that Council review this complaint and determine whether further investigation is warranted.

Specifically, I request that Council consider:

- Whether a councillor may use a councillor-branded platform to continue promoting an initiative after it fails to advance through Council;
- Whether the actions described created confusion between personal advocacy and municipal representation;
- Whether the public messaging undermined respect for the democratic decision-making process;
- Whether social media communications and event branding were consistent with the standards required by the Code of Conduct; and
- Whether elected office was used in a manner inconsistent with the purposes contemplated by the Code.

This complaint is submitted in good faith and solely in the interest of preserving public trust in municipal government, maintaining respect for democratic decision-making, and ensuring that all members of Council adhere to both the letter and spirit of the Fundy Albert Code of Conduct.

By signing below:

- I understand that this form may be sent to the member(s), council, an external investigator and the Local Governance Commission and
- I certify having personal knowledge of the facts as laid out in this form and declare that the information is true and accurate to the best of my knowledge.

Respectfully submitted,



COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council
From	Ian Barrett, Director of Operations
Date	18 August 2026
Subject	Hillsborough Lagoon Outfall Repair – Capital Renewal Fund Reallocation
Presenters (if applicable)	N/A
Length of Presentation (if applicable)	N/A
Type	Public ☒ Private ☐ Committee of the Whole ☐

RATIONALE FOR PRIVATE DISCUSSION (if applicable)

N/A

BACKGROUND

The Hillsborough wastewater lagoon outfall requires significant repair work. The proposed repair has been estimated in the region of \$150,000, with the scope, procurement process and recommended approach to completing the work detailed in a separate Council Report Form.

The repair was not included within the Municipality's approved 2026 budget and there is insufficient operating funding available to undertake the work. As the proposed work is primarily a repair to an existing asset rather than the creation or significant improvement of a capital asset, the use of the Municipality's existing capital reserves is not considered an appropriate funding mechanism.

Administration has discussed potential funding options with Luc Theriault of ELG. One option considered was the use of CCBF funding. While this may provide an eligible funding route, the approval process and associated timelines would likely delay the project significantly, potentially until the latter part of 2027. Given the condition of the outfall and the need to complete the repair within a reasonable timeframe, this option is not considered preferable.

A second option identified is the Municipality's Capital Renewal Fund. The Municipality has received the first portion of this funding based upon a schedule of previously identified infrastructure projects to be undertaken over the coming two to three years.

One of the projects identified within the Capital Renewal Fund is the Fundyview Drive cross-

culvert replacement, with an allocated value of approximately \$150,000. Administration has confirmed that this funding can be reallocated to the Hillsborough Lagoon outfall repair.

Reallocating this funding would remove the current Capital Renewal Fund allocation for the Fundyview Drive cross-culvert project. However, the culvert project is considered a potential candidate for future external funding through an FCM climate resilience funding stream, particularly given its relationship to stormwater management and climate-resilient infrastructure.

Reallocating the existing Capital Renewal Fund therefore provides a means of completing the higher-priority Hillsborough Lagoon outfall repair while retaining the opportunity to pursue alternate funding for the Fundyview Drive project.

RECOMMENDATION

It is recommended that Council approve the reallocation of approximately \$150,000 in Capital Renewal Fund funding currently identified for the Fundyview Drive cross-culvert replacement to the Hillsborough Lagoon outfall repair project, with Administration directed to pursue alternative external funding opportunities for the Fundyview Drive project.

OTHER OPTIONS

Council may choose not to reallocate the Capital Renewal Fund and direct Administration to pursue CCBF or another external funding program for the Hillsborough Lagoon outfall repair. This would retain the existing funding allocation for the Fundyview Drive cross-culvert project; however, the additional application and approval process could result in the outfall repair being delayed until late 2027.

Council may also direct Administration to identify another municipal funding source. As the repair was not included within the 2026 budget and is not considered suitable for funding from existing capital reserves, this would require the reallocation of funding from other municipal priorities.

RISK ANALYSIS

The primary risk associated with the recommended approach is that reallocating the Capital Renewal Fund will leave the Fundyview Drive cross-culvert replacement without its currently identified funding source. This may delay that project if an alternative funding source cannot be secured.

This risk is partially mitigated by the potential eligibility of the cross-culvert project for FCM funding associated with climate resilience and stormwater infrastructure.

Not reallocating the funding presents a greater immediate operational and financial risk. The Hillsborough Lagoon outfall repair would remain unfunded and could be significantly delayed while alternative funding approvals are pursued. Continued deterioration or failure of the outfall could increase the eventual repair cost and create additional operational, environmental and regulatory concerns.

The estimated outfall repair cost is currently in the region of \$150,000. Final project costs remain subject to the contractor's final scope, site conditions and any unforeseen conditions encountered during construction, as detailed within the separate Council Report Form addressing the repair itself.

CONSIDERATIONS

Legal	• The reallocation and expenditure of Capital Renewal Fund funding must comply with the conditions attached to the funding program and any required approval or reporting processes.
Financial	• Approximately \$150,000 is currently allocated within the Capital Renewal Fund for the Fundyview Drive cross-culvert replacement. • The Hillsborough Lagoon outfall repair is estimated in the region of \$150,000 and was not included within the approved 2026 operating or capital budget. • Reallocating the Capital Renewal Fund provides an identified funding source without requiring an equivalent unbudgeted municipal contribution. • Alternative external funding would subsequently be pursued for the Fundyview Drive project.
Environmental	• The Hillsborough Lagoon outfall is a component of the Municipality's wastewater infrastructure. Timely repair reduces the risk of further deterioration and potential environmental impacts associated with a failure of the outfall. • The Fundyview Drive cross-culvert project relates to stormwater management and may align with future climate-resilience funding opportunities.
Policy	• Any reallocation must be undertaken in accordance with the requirements of the Capital Renewal Fund and the Municipality's financial and procurement policies.
Stakeholders	• Fundy Albert Council and Administration. • ELG. • Residents and property owners served by the Hillsborough wastewater system. • Residents and property owners affected by the Fundyview Drive drainage infrastructure.
Community Sensitivities	• Wastewater infrastructure is an essential municipal service, and failure or prolonged deterioration of the lagoon outfall could have significant community and environmental impacts. • Reallocation of the funding may raise questions regarding the timing of the Fundyview Drive cross-culvert project and should be communicated as a reprioritization rather than cancellation of that work.
Council priorities Strategic Plan Alignment:	Strategic Plan Alignment: ✓ Infrastructure • Communications ✓ Village Services • Strategic Partnerships • Economic Development & Tourism
Documents, maps, photos or presentations attached	Separate Council Report Form – Hillsborough Lagoon Outfall Repair and Contract Award. Capital Renewal Fund project allocation information, if required.
Consultation	Administration has discussed funding options with Luc Theriault, ELG, including the potential use of CCPF funding and the Capital Renewal Fund.

Intergovernmental considerations	The Municipality will need to ensure the proposed reallocation complies with the requirements of the Capital Renewal Fund. Administration may also pursue FCM climate-resilience funding or other external funding opportunities for the Fundyview Drive cross-culvert replacement.
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COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council
From	Ian Barrett, Director of Operations
Date	September 2026
Subject	Hillsborough WWTP Outfall Repair – Updated Cost and Risk Assessment
Presenters (if applicable)	N/A
Length of Presentation (if applicable)	N/A
Type	Public ☒ Private ☐ Committee of the Whole ☐

BACKGROUND

In late 2025, the two wastewater outfall pipes serving the Hillsborough Wastewater Treatment Plant were found to be loose in the tidal area of the Petitcodiac River due to erosion and tidal action. Further movement or damage could allow river water to enter the system or restrict discharge from the lagoon, with increased risk during winter ice conditions.

Englobe developed a repair scope to shorten the existing 300 mm HDPE pipes closer to the riverbank, remove loose anchoring components and reinstall the existing check valves. The work was advertised on NBON from May 1 to June 30, 2026. At least five contractors considered the project; however, only JASCO Construction Ltd. submitted a proposal.

Following Council's request for additional cost information, JASCO provided a detailed breakdown: mobilization \$5,000; equipment \$39,000; swamp mats \$50,000; labour \$13,500; pipe fusion approximately \$20,000; additional equipment allowance \$10,000; and dyke restoration \$12,000. The current anticipated cost is approximately \$149,500 plus HST. The pipe-fusion amount remains subject to confirmation.

The main cost uncertainty is access across the tidal marsh. Softer-than-expected ground may require additional matting or specialized equipment. The Municipality has received its Approval to Construct and has applied for the required Licence to Occupy Crown land.

The repair was not included in the 2026 budget. A separate CRF proposes reallocating \$150,000 from the Capital Renewal Fund allocation for the Fundy View Drive culvert replacement to this project.

RECOMMENDATION

1. THAT Council authorize Administration to proceed with the Hillsborough WWTP outfall repair with JASCO Construction Ltd. at an anticipated cost of approximately \$149,500 plus HST, subject to confirmation of the pipe-fusion subcontract price and normal municipal procurement and spending authorities;

AND THAT the project be funded through the proposed \$150,000 Capital Renewal Fund reallocation, subject to Council approval of that reallocation;

AND THAT reasonable minor costs arising from unforeseen site conditions may be addressed through available 2026 wastewater operating maintenance funds within existing approval authority, with any material increase in cost or scope returning to Council for approval.

OTHER OPTIONS

1. Additional investigation and retendering in 2027 – Council could defer construction and have Englobe undertake geotechnical investigation of the mud flats. The estimated cost is \$30,000–\$35,000 plus HST, excluding any additional civil design. This may improve information available to bidders but would delay the project, add engineering costs and would not eliminate construction uncertainty or guarantee additional bids.

2. Defer the repair – This avoids the immediate cost but leaves the outfalls exposed to continued erosion, tidal movement and winter ice. Failure could affect lagoon discharge, create environmental or regulatory issues and require more costly emergency repairs.

RISK ANALYSIS

The principal risks are construction cost and delay. The tidal marsh conditions will not be fully known until access is established, and additional matting, equipment or other measures may be required.

Deferring the project also carries significant operational and environmental risk. Based on the competitive procurement already completed, JASCO's refined cost breakdown and Englobe's advice, Administration considers proceeding with the repair while managing legitimate unforeseen conditions to be the preferred cost-risk approach.

CONSIDERATIONS

Legal	• Openly advertised through NBON; JASCO was the only proposal received. • Approval to Construct received; Licence to Occupy Crown land applied for.
Financial	• Anticipated cost: approximately \$149,500 plus HST. • Proposed funding: \$150,000 Capital Renewal Fund reallocation. • Geotechnical investigation alternative: \$30,000–\$35,000 plus HST, excluding additional design.
Environmental	• Repair reduces the risk of outfall/check-valve failure. • Work must comply with environmental approvals and permit conditions.
Policy	• Procurement and any additional costs or scope changes remain subject to municipal approval requirements.

Stakeholders	• JASCO Construction Ltd.; Englobe; provincial authorities; wastewater operators; Hillsborough utility users.
Community Sensitivities	• The outfall is essential wastewater infrastructure. • Reallocating the Fundy View Drive culvert funding will require a future funding approach for that project.
Council priorities	Strategic Plan Alignment: ✓ Infrastructure • Communications ✓ Village Services • Strategic Partnerships • Economic Development & Tourism
Documents, maps, photos or presentations attached	JASCO Construction Ltd. detailed cost breakdown dated August 17, 2026; Englobe correspondence dated August 21, 2026;
Consultation	Administration consulted JASCO regarding costs and construction risks and Englobe regarding the potential benefit and cost of additional geotechnical investigation.
Intergovernmental considerations	Approval to Construct has been received. A Licence to Occupy Crown land has been applied for. Capital Renewal Fund reallocation requires coordination with the relevant department.



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August 17, 2026

Fundy Albert/ Village of Hillsborough

To whom this may concern,

RE: Hillsborough WWTP Outfall Modification

Breakdown As requested

Project # 2510930- 1 D

Our quotation includes the following work

Mobilization for all equipment	\$5000.00
Excavators (2)	\$39,000.00
Skid steer & Compaction	
Swamp Mats (placement & removal)	\$50,000.00
Labour work	\$13,500.00
Pipe Fusion ... as quoted by others	\$20,000.00
Boam Truck (contingency)	\$10,000.00
Dyke Restoration	\$12,000.00

Yours,

Peter Ward

JASCO Construction Ltd

RE: Hillsborough Lagoon Outfall Repair

Laura Leger<Laura.Leger@englobecorp.com>

Operations

Christopher McQueen

Hi Ian,

As discussed, while a geotechnical investigation could provide additional information on subsurface conditions in the mud flats area, it may not significantly reduce uncertainties associated with the construction phase. We anticipate very soft conditions and expect that construction will require a cautious approach to access, execution, and contractor safety.

Should the Village wish to obtain additional subsurface information to support construction planning and assist the contractor in refining its proposed methodology, we would anticipate the cost of a geotechnical investigation to be in the range of \$30,000 to \$35,000 + HST. We would also anticipate allowing up to three (3) months to obtain the WAWA permit and utility clearances and to coordinate the field exploration activities. We assume the Village's existing license of occupation with the province would cover this program and that Village staff would coordinate any necessary revisions to it.

The above budgetary estimate would generally include the following:

- Coordination of drilling and civil subcontractors to access the site.
- A geotechnical drilling program along the pipe alignment area.
- Laboratory testing, analysis of findings, and preparation of a geotechnical report.
- Utility clearances, WAWA permitting for the geotechnical work, and associated expenses.
- For the purposes of this budgetary exercise, we have assumed site access can be achieved via the existing dike and access road without modification, and that temporary ground protection measures, such as swamp mats, can be successfully utilized to support a field program of two (2) days' duration.

Please note that this estimate does not include any additional civil design effort that may be required following review of the geotechnical findings.

If the Village decides to proceed with this work, Englobe would be pleased to discuss the scope further and provide a proposal in response to a Village-issued request for proposals.

I hope this provides the level of detail you were looking for, but please don't hesitate to contact us if you require any additional information.

Best Regards,



Laura Leger, P. Eng.

Senior Project Engineer
Municipal Engineering

T 506 857-2777, 178047

eNGLOBE

1077, St. George Blvd., Suite 400, Moncton, NB E1E 4C9

englobecorp.com



From: Operations <Operations@FUNDYALBERT.CA >

Sent: August 17, 2026 1:01 PM

To: Laura Leger <Laura.Leger@englobecorp.com >

Subject: Hillsborough Lagoon Outfall Repair

ATTENTION: Assurez-vous que le contenu soit de confiance avant d'ouvrir une pièce jointe ou un hyperlien.

CAUTION: Do not click on links or open attachments you do not trust.

Good Afternoon,

I wanted to provide a quick update on the Hillsborough Lagoon Outfall project and get your input on a potential next step.

As you are aware, the project was tendered for approximately two months and, although several contractors reviewed the opportunity, JASCO Construction was the only contractor to submit a bid. Their original bid was in the region of \$147,000 plus HST.

Following review of the bid, Council asked Administration to obtain a more detailed and refined quotation from JASCO before making a decision on award.

I met with Peter Ward from JASCO this morning and went through the project and their pricing in more detail. JASCO has provided a much clearer breakdown of the anticipated costs; however, Peter continues to have concerns regarding the unknown conditions associated with accessing and working within the marsh.

In particular, there remains uncertainty around the bearing capacity of the ground, the performance of swamp mats once equipment is mobilized, and whether additional matting, equipment or other measures may be required if the access begins to settle or sink. These are conditions that are difficult for the contractor to accurately price without accepting a significant amount of risk.

I would therefore like to provide Council with two potential approaches:

1. Proceed with JASCO based on the refined quotation, recognizing that legitimate unforeseen site conditions may result in additional costs; or
2. Undertake additional engineering investigation and develop a more detailed construction/access methodology that would reduce the unknowns and allow JASCO, or potentially other contractors, to provide a firmer price with considerably less contingency for risk.

Could Englobe provide us with an indication of **what additional engineering work you would recommend to achieve the second option** , together with an estimated cost?

I would expect this may include items such as a geotechnical assessment of the marsh/access route, review of equipment access and bearing requirements, and development of a more detailed construction methodology, but I would appreciate Englobe's recommendation as to what level of investigation would actually be required.

If possible, could you provide:

- The recommended scope of additional investigation/engineering;
- An estimated engineering and investigation cost;
- Any third-party costs that may be required, such as geotechnical drilling/testing;
- An indication of the anticipated timeframe; and
- Your view on whether this level of investigation would reasonably enable a contractor to provide a firm or substantially lower-risk construction price.

The intent is to provide Council with sufficient information to compare the cost and benefit of undertaking further engineering against proceeding with the project now while accepting some construction risk.

Kind regards,

Ian

Ian Barrett
Director, Operations

FundyAlbert
Friendship by Nature

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 506 734 3733
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COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council
From	Ian Barrett, Director of Operations
Date	18 August 2026
Subject	Hillsborough Pool Heater Replacement - Transfer from Capital Reserve
Presenters (if applicable)	N/A
Length of Presentation (if applicable)	N/A
Type	Public ☒ Private ☐ Committee of the Whole ☐

RATIONALE FOR PRIVATE DISCUSSION (if applicable)

N/A

BACKGROUND

Early in the 2026 pool season, the existing pool heater at the Hillsborough Pool began experiencing repeated operational failures. Contractor call-outs were required to return the heater to service, at a cost in the region of \$500 per visit. Following assessment, the servicing contractor advised that the heater was beyond economical repair and recommended replacement.

Administration obtained three quotations for a replacement pool heater. The lowest quotation received was from True Blue Energy at a cost of \$6,549.83 plus HST. This included the supply, installation and commissioning of the replacement heater together with all required gas work. Associated electrical work was completed by Power Electrical at a cost of \$1,153.70 plus HST. The total replacement cost was therefore \$7,703.53 plus HST.

The replacement was not included in the approved 2026 budget and the expenditure has therefore been charged to the pool operating budget. At the end of the 2025 fiscal year, approximately \$20,000 from the pool operating budget was transferred to capital reserve. Administration recommends that Council approve a transfer from the applicable capital reserve to fund the heater replacement and reduce the resulting pressure on the 2026 pool operating budget.

RECOMMENDATION

THAT Council approve a transfer from the applicable capital reserve in the amount of \$7,703.53, plus applicable non-recoverable HST, to fund the replacement of the Hillsborough Pool heater, including supply, installation, commissioning, required gas work and associated electrical work.

OTHER OPTIONS

Council may choose not to transfer the replacement cost from capital reserve and leave the expenditure within the 2026 pool operating budget. This would create an unfunded pressure within the pool operating budget and may require Administration to identify savings or reallocate funds from elsewhere in the municipal operating budget. Council may also choose to fund only a portion of the replacement cost from capital reserve; however, any amount remaining in the pool operating budget would continue to contribute to the 2026 operating budget pressure.

RISK ANALYSIS

The heater replacement was necessary to maintain reliable operation of the Hillsborough Pool during its limited season. Continuing to repair the existing unit would have resulted in ongoing expenditure, with no assurance of reliable operation and a continued risk of service interruptions. The financial risk associated with the recommended transfer is considered low, as approximately \$20,000 from the pool operating budget was transferred to capital reserve at the end of 2025. If the transfer is not approved, the replacement cost will remain within the 2026 pool operating budget and may require savings or reallocation from other municipal operating budgets. Approval of the transfer will reduce the pressure on the pool operating budget while reducing the available capital reserve by the amount transferred.

CONSIDERATIONS

Legal	No specific legal considerations have been identified. The heater replacement expenditure has already been incurred; Council approval is being requested for the proposed source of funding through a transfer from capital reserve.
Financial	The total replacement cost is \$7,703.53 plus HST: \$6,549.83 plus HST for True Blue Energy and \$1,153.70 plus HST for Power Electrical. The expenditure was not included in the approved 2026 budget. Approximately \$20,000 from the pool operating budget was transferred to capital reserve at the end of 2025. The proposed transfer would reduce pressure on the 2026 pool operating budget while reducing the available capital reserve. The amount transferred should reflect applicable non-recoverable HST, as confirmed by Finance.
Environmental	No significant environmental considerations have been identified. Replacement removes reliance on an aging heater requiring repeated repairs.
Policy	The proposed reserve transfer requires Council approval and should be processed in accordance with the Municipality's applicable financial and reserve requirements. Council is being asked to approve the source of funding for the expenditure.

Stakeholders	• Fundy Albert Council and Administration, municipal operations and pool staff, residents and users of the Hillsborough Pool, True Blue Energy and Power Electrical.
Community Sensitivities	• The Hillsborough Pool is a seasonal community recreation facility with a limited operating period. Reliable pool heating is important to maintaining consistent programming and avoiding service interruptions during the summer season.
Council priorities Strategic Plan Alignment:	Strategic Plan Alignment: ✓ Infrastructure • Communications ✓ Village Services • Strategic Partnerships • Economic Development & Tourism
Documents, maps, photos or presentations attached	
Consultation	Administration obtained three quotations for the replacement heater and reviewed the condition of the existing unit following the servicing contractor recommendation that continued repair was no longer economically viable.
Intergovernmental considerations	N/A



COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council
From	Ian Barrett, Director of Operations
Date	September 2026
Subject	Grey Brook Footbridge Replacement – Approval to Proceed
Type	Public ☒ Private ☐ Committee of the Whole ☐

BACKGROUND

In late 2025/early 2026, the Municipality applied to Trans Canada Trail (TCT) for funding to replace the Grey Brook footbridge near Golf Club Road in Hillsborough. The original approximately \$68,000 concept included a 6-metre wooden bridge and improvements to the picnic and parking areas. TCT approved \$25,000, Council approved \$38,800 from capital reserve and Englobe agreed to provide engineering support in kind.

Engineering review determined that a longer span was required to better address the watercourse, high-water and ice conditions. The revised bridge is approximately 13 metres. TCT subsequently added \$15,000 and the Municipality secured \$25,000 through the RDC Community Infrastructure Fund, bringing total project funding to \$103,800. The revised scope is limited to the bridge, foundations and trail approaches.

Englobe obtained pricing from Algonquin Bridge Limited for a prefabricated steel pedestrian bridge. Through design refinement and negotiation, the bridge price was reduced from approximately \$119,000 to \$87,950 before HST. Techno metal post quoted \$10,500 before HST for the engineered foundation system. Together, these quotations total \$98,450, leaving \$5,350 in dedicated funding for bridge placement and trail approaches.

Administration also explored an alternative with Dan Tingley of Wood Research and Development, who prepared a preliminary timber covered-bridge concept. Final pricing has not been received; however, the concept would require a larger foundation system and additional future costs for the roof and exterior cladding. Based on the information available, Administration anticipates the completed timber option would be materially more expensive than the recommended Algonquin solution.

Funding Source	Amount
Trans Canada Trail – Original Contribution	\$25,000
Trans Canada Trail – Additional Contribution	\$15,000
RDC Community Infrastructure Fund	\$25,000
Municipal Capital Reserve Contribution	\$38,800
TOTAL AVAILABLE PROJECT FUNDING	\$103,800

RECOMMENDATION

THAT Council:

1. approve the purchase of the 13-metre prefabricated pedestrian bridge from Algonquin Bridge Limited for \$87,950 plus HST;
2. approve the screw-pile foundation work from Techno metal post for \$10,500 plus HST;
3. authorize Administration to proceed with installation and trail approaches using the remaining dedicated project funding within existing spending authority; and
4. authorize Ian Barrett to continue providing voluntary project-management and coordination support at no cost through project completion, subject to municipal direction and a documented arrangement that provides no independent spending, procurement, contracting or signing authority.

OTHER OPTIONS

Council may defer the recommended Algonquin/Techno Metal Post solution and seek further pricing or pursue the preliminary timber covered-bridge concept prepared by Dan Tingley of Wood Research and Development. However, final pricing for that option has not been received and it is expected to be more costly. Further delay could also affect supplier pricing and schedules and place the \$40,000 TCT contribution, and potentially the \$25,000 RDC contribution, at risk.

CONSIDERATIONS

Legal	Procurement and execution of the works must comply with the Municipality's procurement requirements
Financial	All figures are exclusive of HST, as the Municipality receives the applicable HST rebate.
Environmental	The revised bridge span and elevation are intended to provide a more resilient crossing and reduce the likelihood of future damage from high water and ice. Site, foundation and approach work must be managed to minimize disturbance around Grey Brook.
Policy	The project must be completed in accordance with municipal procurement requirements, applicable spending authorities, and the conditions of the TCT and RDC funding agreements.
Stakeholders	Fundy Albert; Trans Canada Trail; RDC; Englobe;; trail users and residents; and contractors or suppliers supporting installation.

Community Sensitivities	The Grey Brook bridge forms part of the Trans Canada Trail and provides an important recreational connection. The project is a significant investment; the recommended solution is intended to provide a durable long-term crossing and maximize the value of external funding and in-kind technical support.
Council priorities Strategic Plan Alignment:	Strategic Plan Alignment: ✓ Infrastructure • Communications ✓ Village Services • Strategic Partnerships • Economic Development & Tourism
Documents, maps, photos or presentations attached	Algonquin Bridge Limited, Techno Metal Post quote
Consultation	Administration has consulted with Pierre Plourde of Englobe, Trans Canada Trail, RDC,
Intergovernmental considerations	RDC has committed \$25,000 through the Community Infrastructure Fund. The project must also comply with applicable provincial environmental and watercourse requirements.



PROJECT: HILLSBOROUGH PEDESTRIAN TRUSS
AIL PROJECT NUMBER: 2026-00703
DATE: 2026-08-13
VALID FOR: 10 Days

BUDGET QUOTATION

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE	CURRENCY
ITEM 1						
1 a	13.0m x 2.1m Prefab. Truss	1	Each	\$83,400.00	\$83,400.00	CAD
1 b	Engineering				INCLUDED	
1 c	Freight				INCLUDED	
1	Timber Decking (E. Hem. No. 2)	1	Each	\$4,550.00	\$4,550.00	CAD
SUB-TOTAL ITEM 1						\$87,950.00 CAD
QUOTATION TOTAL					\$87,950.00	CAD

DELIVERY

Jobsite Location: Hillsborough, New Brunswick, Canada
Terms: FOB Jobsite

SCHEDULE

Lead time for IFA Drawings and structure delivery date to be mutually agreed upon based on the Purchaser's requirements, Algonquin Bridge Limited's manufacturing capacity, and the third party mill rolling schedule at the time of order. Algonquin Bridge Limited commences fabrication ONLY upon IFA Drawing approval.

QUALITY & STANDARDS

- Algonquin Bridge Limited is ISO 9001:2015 Certified for Quality Management Systems.
- Algonquin Bridge Limited is CISC Steel Bridges Certified.
- Algonquin Bridge Limited is certified under the Canadian Welding Bureau (CWB) under CSA Standard W47.1, Division 2.
- A Quality Plan is available upon request.
-



PROJECT: HILLSBOROUGH PEDESTRIAN TRUSS
AIL PROJECT NUMBER: 2026-00703
DATE: 2026-08-13
VALID FOR: 10 Days

ITEM 1: 13M PREFAB TRUSS

PARALLEL CHORD TRUSS BRIDGE DETAILS



GEOMETRY

Length: 13 m
Length Measurement: Out-to-Out of Steel
Width: 2.1 m
Width Measurement: Clear Between Railings
Camber Requirements: DL Deflection (Finish Flat)
Bridge Guard Height: 1370 mm
Number of Shipping Pieces: 1
Preliminary Structure Weight: 5,500 kg (Approximate)

APPLICATION

Application: Pedestrian

DESIGN

Design Code: CAN/CSA-S6-19
Service Life: 75 Years
Fatigue: Not Required
Vertical Deflection Limit: As Per Design Code
Other Design Considerations: None

LOADS

Live Load: Pedestrian Load (per S6 CL 3.8.9) – kPa reduced to suit application.

MATERIALS

Material Specification: Not Specified
Material Preparation: Not Applicable
Material Coating: Hot Dipped Galvanized
Bridge Deck: Pressure Treated Timber; **Timber Specification:** Eastern Hemlock No. 2 or Better
Wearing Surface: Timber
Bearings: Steel on Steel
Pedestrian Guard: Vertical Pickets
Handrail Material: Not Applicable
Testing Requirements: None

TRUSS BRIDGE DETAILS

Model: Parallel Chord
Cross Section: Underhung
End Vertical: Square
Diagonal Style: Pratt

INCLUSIONS

- Structural Engineering Design, Vendor Drawings, and Design Calculation Package (if specified in the Contract Documents) including:

Algonquin Bridge Limited
121 Gerald Parkway • Thorndale, ON, Canada • N0M 2P0



PROJECT: HILLSBOROUGH PEDESTRIAN TRUSS
AIL PROJECT NUMBER: 2026-00703
DATE: 2026-08-13
VALID FOR: 10 Days

- General Arrangement drawings, component list, etc. for the superstructure
 - Reaction loads and abutment interface geometry
- Bridge components quoted above complete from underside of steel bearing plates to top of deck
- Bridge Components: Anchor Bolts by others.



PROJECT: HILLSBOROUGH PEDESTRIAN TRUSS
AIL PROJECT NUMBER: 2026-00703
DATE: 2026-08-13
VALID FOR: 10 Days

QUOTATION NOTES

- 1) The following documents (attached) form part of this Quotation:
 - a) Algonquin Bridge Limited Terms and Conditions of Sale
 - b) Algonquin Bridge Limited Scope of Work
- 2) Should the above parameters change, this pricing may no longer be valid.
- 3) This Quotation is based on supplying total quantities listed. If the actual quantities supplied deviate from the quantities quoted, the above pricing will be adjusted accordingly.
- 4) Prices do not include sales taxes and/or import fees, if applicable.
- 5) All dimensions and weights listed above are approximate, subject to change, and should not be used for the selection and/or mobilization of installation equipment. Final dimensions will be noted on the Vendor Drawings. Weights can be provided upon request.
- 6) Review of design and construction issues will be prioritized based on impact. Algonquin Bridge Limited reserves the right to perform adequate review; allow for 10 business days for review and response. Responses which require development of additional deliverables (drawings, detailed calculations, drawing packages, etc.) may require longer response time.
- 7) Site Assistance (if applicable):
 - a) Fees to be charged at a daily rate based on the actual number of days required as per the Purchaser's schedule plus travel days.
 - b) Overtime rates of 150% will apply for a day exceeding 10 hours, more than 6 days in a week, and Holidays.
 - c) Travel Fees and Accommodations (if applicable) will be charged at cost plus 10% markup.
- 8) Quoted pricing is based on costs in effect at the date of quotation. Vendor reserves the right to adjust the quoted price and recover from Purchaser any increase in costs, charges, or surcharges arising after the date of quotation and prior to shipment, including without limitation increases in material, freight, fuel, labour, engineering, detailing, storage, handling, duty, tariff, tax, and other costs affecting design, supply, manufacture, or delivery, whether caused by market conditions, project delays, scheduling changes, regulatory requirements, Purchaser-requested changes, third parties, or other circumstances beyond Vendor's control. Confirmation of take-offs, specifications, and quantities is the responsibility of the Purchaser.

Quotation Prepared By: *Keaton Hicks*

Keaton Hicks
Technical Sales Representative
Phone: +1 9029438060
Email: khicks@algonquinbridge.com

1602 Melanson Rd., Greater Lakeburn NB E1H 2B8

☎ 506.850.6887 | 🏠 506.383.0581

✉ remi.landry@technometalpost.com

www.technometalpost.com

NOUS SOUTIENONS VOS PROJETS

SUPPORTING THE WORLD AROUND US

QUOTATION – SOUMISSION

To/A: Fundy Albert

Date: August 21, 2026

Address : 61 Academy st Hillsborough NB

No. de soumission

Quotation no. 20262108-A

Att: Ian Barrett

Project/Projet: Footbridge support

Section: Screw Helical Piles Foundation

Job Address: Golf club rd Hillsborough NB

We are pleased to submit the following quotation:

As per Plan and Specifications given by Englobe Engineering:

To Supply & Install:

-#6 P6-14-G (6"5/8 pipe diameter 5 meters long with 14" auger) Techno Metal Posts (TMP) Galvanized Helical piles. 1700\$

-#6 plates 10"x10"x3/4" with 4 holes for 5/8" bolts weld on post.

-engineering drawings 300\$.

Work completed (4.6 meters each) Total..... **\$10,500.00+tax**

Notes: -If needed to go deeper to get proper torque an extra **100\$** per foot will be charged.

-Exact location of the screw piles are to be provided by others.

Techno Pieux NB Côte-Est Inc.

NB Techno Metal Post East Coast Inc.


Rémi-Martin Landry

président

President

F.A.B.

F.O.B. JOB

T.V.H.

H.S.T.

EXTRA

Prix fixe pour

Price firm for

60

Jours

days



PLANT CAPS OF A. THOMPSONII

- **MELNCO FILE A - COMPRESSION = 100N**
 - UPLIFT = 15N
 - HORIZONTAL LOAD = 20N
- **MELNCO FILE B - COMPRESSION = 100N**
 - UPLIFT = 15N
 - HORIZONTAL LOAD = 10N
 - BENDING MOMENT = 20N-m

NOTE: STEEL VIBES NOT IMPROVED CALANATED

Hi Rémi,

Here are our recommendations for the project : 26092-128 Fundy Albert - Golf Club Road, Hillsborough,

SPECIAL NOTES

The following recommendations are based on the information prevailing in the preliminary stage (before helical pile installation). If the Techno Metal Post dealer requires a final design (for construction) of the helical piles and brackets, the production of shop drawings, signed and sealed by an engineer, is required.

Be sure to have the installers to compact properly the ground around the piles after installation (lateral loads).

Percussion is not allowed when there is tension loads on pile.

TMP MODEL AND LOADS

			Compression		Tension		Shear		Bending Moment	
			SLS	ULS	SLS	ULS	SLS	ULS	SLS	ULS
			kN	kN	kN	kN	kN	kN	kN*m	kN*m
QTY	MODEL	DESCRIPTION	Specified Loads **							
4	P6	Pile A	-	100	-	15	-	20	-	-
2	P6	Pile B	-	110	-	10	-	10	-	30

Specified Loads Reference: Plan C-1001

SUPPORTING PLATE DESIGN

MODEL	DESCRIPTION	PLATE DESCRIPTION
P6	Pile A	10 x 10 x 3/4 with hole of P6 with 4 holes for bolts 5/8"
P6	Pile B	

HELIX DESIGN

According to existing soil

DEPTH

MODEL	DESCRIPTION	DEPTH
P6	Pile A	min 10 Feet
P6	Pile B	

GALVANIZATION & EXCLUSIVE SLEEVE

MODEL	DESCRIPTION	GALVANIZATION	EXCLUSIVE SLEEVE
P6	Pile A	Galvanized	Not Available
P6	Pile B		

T PRO RECOMMENDATION REQUIRED

N/A

RECOMMENDED MOTOR & MACHINE

MODEL	DESCRIPTION	MACHINE & MOTOR	MIN. PRESSURE REQUIRED	PERCUSSION
P6	Pile A	EM1 812-315	Max	No Percussion
P6	Pile B			No Percussion

WAIVER TO SIGN

N/A

SLOPE STABILITY

N/A

LIQUEFIABLE SOIL

N/A

LOAD TEST REQUIRED

N/A

WELDING INSPECTION

N/A

ENGINEERING COST

ENGINEERING DOCUMENTS \$300

**Documents to provide: Field Report and pictures of the piles and the supporting plates

PREPARED BY: Raphaël Vachon, P.Eng
2026-08-20



COUNCIL REPORT FORM (CRF)

To	Fundy Albert Council in Public Session
From	Kim Beers
Date	September 1, 2026
Subject	2029 PMHP
Type	☒ Public ☐ Private ☐ Committee of the Whole

Purpose

To obtain Council's approval of the Municipality's updated Three-Year Plan for submission under the Provincial-Municipal Highway Partnership Program (PMHP) and to obtain Council's direction regarding road priorities to be submitted separately to the Province for roads outside the PMHP program.

Background

The Municipality has been advised that the deadline to submit its 2026 Provincial-Municipal Highway Partnership Program (PMHP) application is **September 25, 2026**.

The PMHP applies to eligible Provincial roads located within the boundaries of the former incorporated villages. Under the program, the Department of Transportation and Infrastructure (DTI) funds **95% of eligible project costs**, with the Municipality responsible for the remaining 5%.

The Municipality submitted a PMHP Three-Year Plan in September 2025. The plan included three Route 114 resurfacing projects:

- 1. Riverside-Albert – Stiles Road toward the former Village limits**
Asphalt milling and paving from Stiles Road toward the former Village limits, beyond Civic 5632 Main Street, for approximately 1,600 metres. The 2025 submission estimated the project at \$1,618,000.
- 2. Hillsborough – Civic 2591 to Civic 2647**
Asphalt milling and paving from the northerly limit of the paving completed in 2023 near Civic 2591 to Civic 2647, approximately 600 metres. The 2025 submission estimated the project at \$499,000.
- 3. Hillsborough – Civic 2647 to Route 114/Salem Road**
Asphalt milling and paving from Civic 2647 to the intersection of Route 114 and

Salem Road, approximately 640 metres. The 2025 submission estimated the project at \$745,000.

The Stiles Road project in Riverside-Albert has since received approval and can therefore be removed from the Municipality's new Three-Year Plan.

PROPOSED PMHP PRIORITIES

Administration is recommending that the remaining priorities be revised for the upcoming submission as follows:

2029 Priority – Route 114, Hillsborough

Resurfacing from Civic 2647 to the intersection of Route 114 and Salem Road

2030 Priority – Route 114, Hillsborough

Resurfacing project from Civic 2591 to Civic 2647

2031 Priority – Route 114 and Route 915

Alma – Curb and Gutter work from civic number 8553 to Green Hill Drive

Riverside-Albert – Resurfacing from the corner of King and the 915 to the Rainbow bridge

NON-PMHP ROAD PRIORITIES

The PMHP does not apply to Provincial roads located within the former Local Service Districts.

Administration will therefore prepare a separate letter to DTI identifying the Municipality's **Non-PMHP Road Priorities** for Provincial roads located within the former LSD areas.

Councillors have been invited to identify Provincial roads within their wards that they believe should be included on this priority list. Administration will compile the requests for Council's consideration prior to submission to DTI.

ADMINISTRATIVE CONSIDERATIONS

The PMHP application requires a Council resolution adopting the Municipality's Three-Year Plan. The previous submission also included individual project descriptions, a funding request summary and a checklist as part of the required application package.

Administration will finalize the required documentation following Council's direction and submit the package to DTI by the September 25, 2026 deadline.

RECOMMENDATION

That Council approve the updated Provincial-Municipal Highway Partnership Program priorities as presented and authorize Administration to finalize and submit the Municipality's Three-Year PMHP Plan to the Department of Transportation and Infrastructure by the September 25, 2026 deadline.

And further, that Council approve the identified Non-PMHP Provincial road priorities for submission to the Department of Transportation and Infrastructure.

Legal	The Municipality's participation in the Provincial-Municipal Highway Partnership Program is subject to the requirements established by the Province of New Brunswick and the Department of Transportation and Infrastructure (DTI). The PMHP submission requires a certified Council resolution adopting the Three-Year Plan, along with the required project schedules, funding summary and signed checklist. The previous application followed this process. Any projects approved through the program will remain subject to applicable Provincial requirements, funding conditions, procurement requirements and any agreements entered into between the Municipality and DTI. No specific legal concerns have been identified by Administration at this stage
Financial	For eligible PMHP projects: • DTI Contribution: 95% • Municipal Contribution: 5% Final municipal financial commitments will depend on the projects ultimately approved by DTI and updated project cost estimates.
Environmental	NA
Policy	The proposed submission is consistent with the Municipality's approach of establishing and maintaining long-term capital priorities for Provincial roads located within the former incorporated village boundaries. Approval of the Three-Year Plan provides DTI with Council's identified priorities for future PMHP investment and assists the Municipality with long-term capital and budget planning. The separate Non-PMHP priority list provides Council with an opportunity to identify Provincial road infrastructure priorities

	within the former Local Service Districts that are outside the scope of the PMHP
Stakeholders	Council, municipal staff, and residents of the Village of Fundy Albert.
Community Sensitivities	NA
Council priorities	Strategic Plan Alignment: • Village Services
Documents, maps, photos or presentations attached	2091-2031 Plan
Consultation	Engineering and internal staff
Intergovernmental considerations	NA

Non PMHP Road Priorities

Request #1

Road Name: Fairview Avenue, Hillsborough

Location Start: The boundary of the former Village of Hillsborough limit (close to civic 251, Fairview Ave)

Location Finish: End of Fairview Avenue (Civic number 720)

Reason for Request:

Chipseal deterioration and potholes

Request #2

Road Name: Forest Dale Road

Location Start:

The upper portion of Forestdale Road (Village of Riverside-Albert limits)

Location Finish:

Up to the beginning of the Crooked Creek Lookout Road.

Reason for Request:

Chipseal deterioration

Request #3**Road Name:**

The River side of White Birch Estates

Location:

Marcombe Street

Marwood Crecent

Reason for Request:

Chipseal deterioration and potholes

Request #4

Road Name: Hill Side White Birch Estates

Location:

All roads located on the Hill Side portion of White Birch Estates

Reason for Request:

Chipseal deterioration and potholes

Request #5**Road Name:**

New Ireland Road

Location Start:

Off Route 114 beginning of New Ireland Road up to civic #126

Reason for Request:

Chipseal deterioration and potholes

Request #6

Road Name: Dawson Road

Location:

Dawson Road, where it comes down to one lane on the hill going around the turn, which is right by Steevescote Rd.

Reason for Request:

The existing road configuration creates safety concerns for both residents and emergency vehicles due to a sharp turn that narrows into a single lane. Residents have requested that the road be reconfigured to reduce the sharpness of the turn and provide a safer, wider travel area.

File No. 32CTVM-236

June 30, 2026

Jim Campbell
Mayor of Fundy Albert
61 Academy Street, Unit 1
Hillsborough NB E4H 2R4

Mayor Campbell:

The Department of Transportation and Infrastructure recently released an update to the Road Ahead Plan outlining our three-year capital plan for the period of 2026 to 2028.

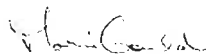
To facilitate the preparation of the 2029 Provincial-Municipal Highway Partnership (PMHP) Program, local governments are requested to submit funding applications including updated three-year plans for improvements to their provincial-municipal highways.

The PMHP Program funding application form along with other related information is now available to download from our web page at the following address: <https://www.gnb.ca/en/topic/driving-transportation/roads/pmhp-program.html>

Funding applications are to be submitted exclusively to the following email address: PMHP-PRPM@gnb.ca. The deadline to submit your application is **September 25, 2026**. Applications received after the deadline may not be considered. Please do not send a paper copy in the mail.

I hope that this initiative will be well received and thank you for your continued cooperation.

Sincerely,



Marci Gould
Director of Capital Planning Branch

c.c. Vincent Roussel, District Engineer – Moncton
Sherry Wilson, MLA – Albert-Riverview
Municipal Clerk



Fundy Albert

Provincial-Municipal Highway Partnership Program Three-Year Plan

2029 - 2031

August 2026

Department of Transportation and Infrastructure





Provincial-Municipal Highway Partnership Program - Three Year Plan

INTRODUCTION

Fundy Albert _____ has prepared a Three-Year Plan for the years 2029-2031 for *the Provincial-Municipal Highway Partnership Program*. Included are project names, descriptions, project limits, cost estimates and financing for each selected project.

THREE-YEAR PLAN CONTENT

DTI publishes a three-year annual capital plan of anticipated projects. These projects include bridges, highways, buildings, and the Provincial-Municipal Highway Partnership (PMHP) Program.

The Three-Year Plan for the PMHP Program includes the following:

1. Certified copy of the resolution from Council adopting the PMHP Program Three-Year Plan of the local government.
2. Schedule A: Project Description. Schedule A to be completed separately for each project including project name, description, project limits and estimated costs.
3. Schedule B: PMHP Funding Request Summary (Excel spreadsheet).
4. Schedule C: Checklist signed by CAO or Transportation head.



Provincial-Municipal Highway Partnership Program - Three Year Plan

Fundy Albert

THREE-YEAR PLAN
FOR THE PROVINCIAL-MUNICIPAL HIGHWAY PARTNERSHIP (PMHP) PROGRAM
2029-2031
RESOLUTION

Moved by Councilor _____ and seconded by Councilor
_____ "that the document entitled Fundy Albert
Three-Year Plan for the PMHP Program 2029-2031 be adopted".

Motion Carried

I certify that the above resolution of the council of _____
was adopted while in *regular* session **XXXXXX, 202X.**

SEAL

CLERK

Fundy Albert





Provincial-Municipal Highway Partnership Program - Three Year Plan

Schedule A – Project Description

Route number or name: Route 114

**Project Description (Include limits and length of the work, type of rehabilitation):
Road Resurfacing from Hillsborough northerly limit (near civic number 2647) to
the intersection of Route 114 and Salem Road**

This project consists of asphalt milling and paving on Route 114 from civic number 2647 to the intersection of Route 114 and Salem Road. Covering a total distance of approximately 640 meters.

Identify non-eligible items of work that will be done as part of this project (i.e., water main, sanitary sewer, sidewalk, etc.):

Year	DTI Contribution of Eligible Items (000s)	Municipal Contribution of Eligible Items (000s)	Other Contribution of Eligible Items (000s)	Non-Eligible Items (000s)	Total Project Cost (000s)
2029	722,000	38,000			760,000
2030					
2031					



Provincial-Municipal Highway Partnership Program - Three Year Plan

Schedule A – Project Description

Route number or name: Route 114

Project Description (Include limits and length of the work, type of rehabilitation):
Road Resurfacing from Hillsborough northerly limit (near civic number 2591) to civic number 2647

This project includes asphalt milling and paving on Route 114 from civic number 2591 to civic number 2647 (Former Village of Hillsborough). Covering a distance of approximately 600 meters

Identify non-eligible items of work that will be done as part of this project (i.e., water main, sanitary sewer, sidewalk, etc.):

Year	DTI Contribution of Eligible Items (000s)	Municipal Contribution of Eligible Items (000s)	Other Contribution of Eligible Items (000s)	Non-Eligible Items (000s)	Total Project Cost (000s)
2029					
2030	484,000	25,500			510,000
2031					



Provincial-Municipal Highway Partnership Program - Three Year Plan

Schedule A – Project Description

Route number or name: Route 114 and Route 915

Project Description (Include limits and length of the work, type of rehabilitation):
Road Resurfacing from 8553 Main Street Alma to Green Hill Drive.

Road Resurfacing from the intersection of King Street and Main Street to Shepody River community limits

1. This project includes the placement of curbs and gutter covering a total distance of approximately 270 meters on Route 114 from 8553 Main Street, Alma to Green Hill Drive.
2. This project includes the application of asphalt seal on Route 915 from the intersection of King Street to Shepody River community limits (before the bridge), with a total distance of appr 592 meters

Identify non-eligible items of work that will be done as part of this project (i.e., water main, sanitary sewer, sidewalk, etc.):

Year	DTI Contribution of Eligible Items (000s)	Municipal Contribution of Eligible Items (000s)	Other Contribution of Eligible Items (000s)	Non-Eligible Items (000s)	Total Project Cost (000s)
2029					
2030					
2031	679,250	35,750			715,000



Provincial-Municipal Highway Partnership Program - Three Year Plan

Schedule B: PMHP Funding Request Summary

Please refer to the Excel document named: **"PMHP Funding Request Summary 2029-2031.xls"**.

Schedule C: Checklist

- Schedule A for each individual project duly completed
- Schedule B duly and correctly completed
- Signed Council Resolution
- Submitted application by the requested deadline
- Failure to have the above completed properly and on time may result in the rejection of the application

Authorized Signature: _____

SCHEDULE B – PMHP PROGRAM FUNDING REQUEST SUMMARY



Insert your data in the green cells
 Fixed cells (do not alter)

Fundy Albert

	2029	2030	2031
Provincial share	95%	95%	95%
Municipal share	5%	5%	5%

Project Name with Route Number or Name	Total Eligible Items (000s)			
	2029	2030	2031	Total
Project 1 Route 114 (Hillsborough civic 2647 to Salem Road)	\$760,000			\$760,000
Project 2 Route 114 (Hillsborough civic 2591 to 2647)		\$510,000		\$510,000
Project 3 Route 114 (Alma from civic 8553 to Green Hill) and Route 915 King street intersection to bridge on Route 915 (limit)			\$715,000	\$715,000
(Insert rows if required)				
DTI Contribution of Eligible Items	\$722,000	\$484,500	\$679,250	\$1,885,750
Municipal of Contribution Eligible Items	\$38,000	\$25,500	\$35,750	\$99,250
Other Contribution (Eligible Items)				\$0
Total Eligible Items	\$760,000	\$510,000	\$715,000	\$1,985,000
Non-Eligible Items (if applicable)	\$500			\$500
Total Project Cost (Eligible and Non-Eligible Items)	\$760,500	\$510,000	\$715,000	\$1,985,500