

1. Call to Order

2. Adoption of Agenda

3. Conflict of Interest Declarations

4. Public Presentations

4.1 Fundy Albert Recreation Council – Joanne Butland

5. Informational Items

5.1 NBSPCA Quarterly Report

5.2 Fire Dept Quarterly Reports (Alma, Hillsborough, Riverside-Albert and Riverview)

5.3 Maritime By-Law Enforcement Services

6. Council Direction Requests

6.1 Three-Way Stop – Pleasant and Central Street

6.2 Dog Control By-Law

6.3 Canada Active Transportation Amended Agreement

6.4 Request to Close Homecoming Days Bank Account

6.5 Riverside Albert Fire Department GIC

6.6 2026 Year End Purchases

7. Departmental Reports

7.1 Legislative Services

7.2 Financial services

8. Mayor and Council Statement and Inquiries

9. Public Statements and Inquiries

10. Closed Session

10.1 Local Governance Act 68 (1) (d) the proposed or pending acquisition or disposition of land

10.2 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

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

10.4 Local Governance Act 68 (1) (b) personal information as defined in the *Right to Information and Protection of Privacy Act*.

11. Adjournment

The Riverside-Albert Recreation group, in partnership with Forest Dale Home, is exploring an initiative to create a safer and more bicycle-friendly community in Riverside-Albert.

This project would provide seniors at Forest Dale Home with safe access to the Trans Canada Trail, while also encouraging youth, families, and residents to once again feel comfortable and safe cycling throughout our community. This initiative would also support an active transportation strategy within Riverside-Albert, aligning with the province's efforts to encourage active transportation and healthier, more accessible communities.

Route 114 is the primary access route to Alma and Fundy National Park, resulting in a significant volume of traffic travelling through Riverside-Albert. Unfortunately, we also experience frequent instances of vehicles travelling well above the posted speed limit, creating safety concerns for cyclists, pedestrians, senior citizens, and other vulnerable road users.

To make the project achievable and allow us to pursue appropriate funding opportunities and grants, we have divided the initiative into several stages. This phased approach will allow us to address the project in a practical and manageable way while exploring opportunities for financial support.

We are seeking Council's support to move forward with this project so that we can begin discussions with DTI and other government agencies, explore available funding opportunities, and work toward developing a safer and more accessible cycling route for our community.

We believe this initiative would not only improve safety but also provide a lasting recreational and active transportation benefit for Riverside-Albert, connecting residents of all ages to our community and the Trans Canada Trail.

VILLAGE SERVICES

1. Review the Organizational Structure

- Conduct an organizational review to identify areas for improvement.
- Ensure roles and responsibilities are clearly defined.
- Implement changes to enhance service delivery efficiency.

2. Invest in the Safety of Fundy Albert

- Lobby for enhanced fire and policing services.
- Update the Emergency Response Plan.
- Support initiatives for a cohesive fire service.

3. Promote Pride of Property

- Develop educational programs on property maintenance.
- Implement enforcement measures for property upkeep.

4. Balance Service Delivery with Fiscal Responsibility

- Conduct a cost-benefit analysis of services provided.
- Identify areas for cost savings without compromising service quality.
- Engage the community in budget planning.

5. Build a Centralized Municipal Office

- Conduct a feasibility study for the new office.
- Secure funding and location for the municipal office.
- Ensure the office meets the needs of all departments and residents.

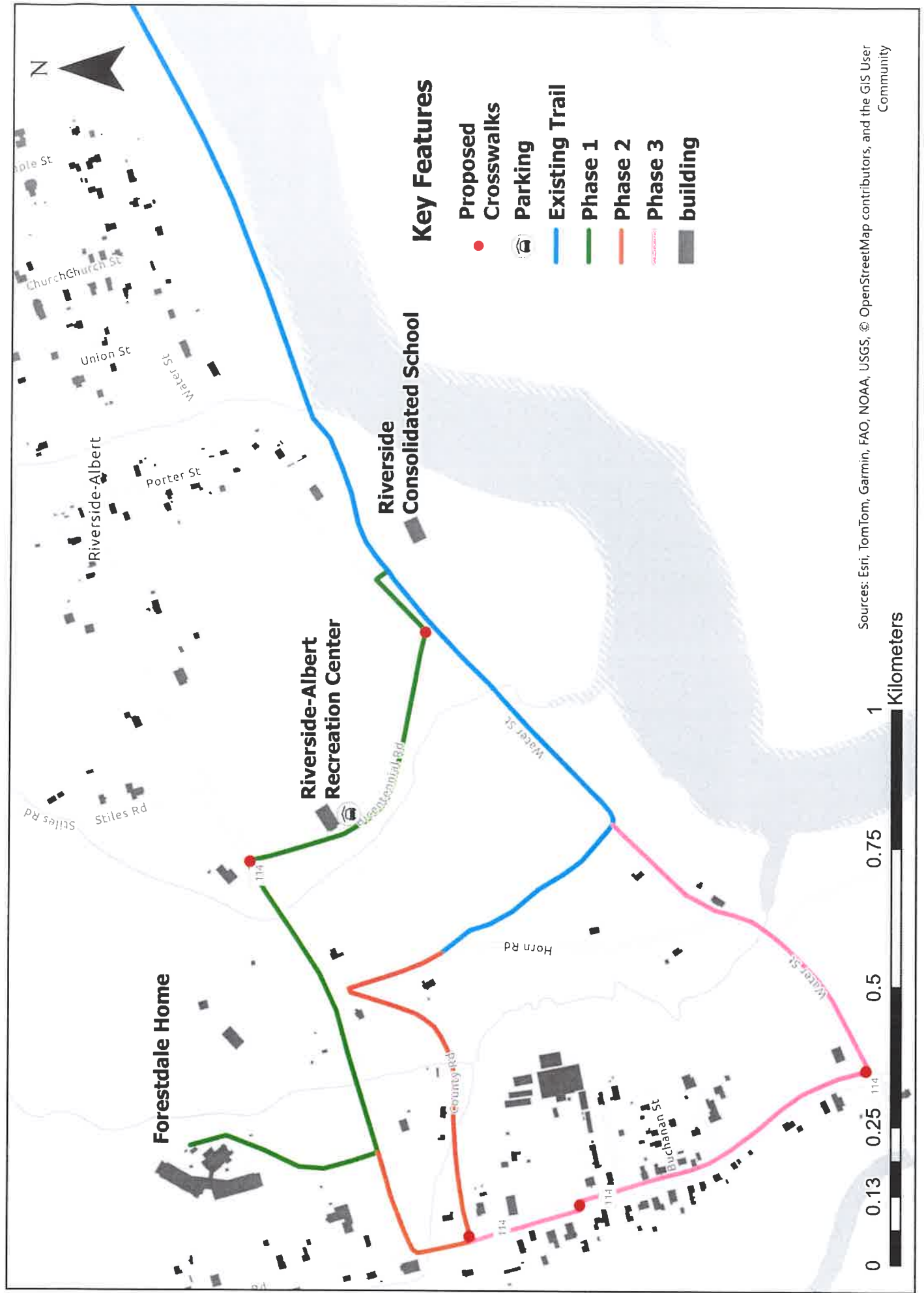
6. Provide Value to All Residents

- Develop programs and initiatives that cater to diverse community needs.
- Promote awareness of available services and their benefits.
- Gather feedback from residents to continuously improve services.

7. Develop a Recreation Master Plan

- Assess current recreational facilities and programs.
- Identify gaps and areas for improvement.
- Develop a plan to enhance recreational opportunities for youth, families, and seniors.







New Brunswick SPCA Dog Patrol Summary

For Jul 01 2026 to Sep 30 2026

Contract: Fundy Albert

Printed by: New Brunswick SPCA
Printed on: October 02 2026 12:22 pm

Total # of DCO Investigations: 7

Total # of DCO Patrols: 7

of Investigations by Animal Class:

Dog 7

of Investigations by Investigation Type:

Dog at large 5

Dog Bite 2

of Investigations by Validity Type:

1

Founded 6

of Investigations by File Disposition:

1

AM-Alternative Measures 2

Educated 4

of Closed Investigations: 6

of Investigations by Important Date Category:

Compliance Issued 2

Total Animals by Species:

	Number	Removed	Returned	Surrendered	Abandon	Euthanized
Dog	12	0	0	0	0	0
Total	12	0	0	0	0	0

Riverside Albert Volunteer Fire Department Quarterly Report (July August and September, 2026)

Medical aid for 4, rescue for 4, MVA for 4, mutual aid for 2, fire for 1

2026

	Riverview Fire Department				Hillsborough Fire Department				Riverside Albert Fire Department			
	JAN-MAR	APR-JUNE	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEPT	OCT-DEC	JAN-MAR	APR-JUNE	JUL-SEPT	OCT-DEC
Structure Fires							3					
Fires (Other - Chimney, Electrical)							1					
False Alarms (Malicious)												
Alarms (No Fire - Residential or Commercial)							1					
Vehicle Accidents, Water/Special Rescue							4					
Public Hazards (spills, gas leaks etc.)												
Public Assistance Miscellaneous												
Vehicle Fires							2					
Grass/Brush Fires.												
Mutual Aid Provided							3					
Medical First Responder incidents							2					

14

Fire Chief: Troy Collins
Hillsborough Fire Dept

Greg Collins

RiverView

Melec 2026	JAN	FEB	MAR	TOTAL	APR	MAY	JUN	TOTAL	JUL	AUG	SEP	TOTAL	OCT	NOV	DEC	TOTAL	TOTAL
Structure Fires				0	1			1				0				0	1
Fires (Other - Chimney, Electrical)				0				0				0				0	0
False Alarms (Malicious)				0				0				0				0	0
Alarms (No Fire - Residential or Commercial)	1	2		3			1	1	1	1		2				0	6
Vehicle Accidents, Water/Special Rescue				1	1			1	1	2		3				0	5
Public Hazards (applis, gas leaks etc)				0	2		1	3		1		1				0	4
Public Assistance Miscellaneous				0				0				0				0	0
Vehicle Fires				0				0				0				0	0
Grass/Brush Fires				0		1		1				0				0	1
Mutual Aid Provided				0				0				0				0	0
Medical First Responder Incidents	8	7	11	26	0	6	6	20	9	6		15				0	61
TOTAL	10	9	11	30	12	7	8	27	11	10	0	21	0	0	0	0	78

Notes:

- A successful volunteer firefighter recruitment was held in the late summer. RFR will be bringing on fifteen new volunteer members, the majority of which will commence Level 1 this fall.
- Members of RFR worked side by side with members of the Hillsborough Fire Department at the forest fire in Pine Glen during late July over the course of three days.

Alma Fire Department (2026-07-01-2026-10-01) Incidents by community and response type	Total 2026										
	Fire Department - Administrative Task [95]	Fire Department - Maintenance [94]	Fire Department - Voluntary Work/Fundraise [93]	Fire Department - Meeting [92]	Fire Department - Training [91]	Public Service - Miscellaneous [69]	Public Service - mutual aid [65]	Public Service - first aid [62]	Vehicle Accident [31]	Rescue - Miscellaneous [30]	
Alma	3	5	1	4	0	2	0	2	5	0	23
Fundy National Park	0	0	0	0	0	0	0	2	0	0	2
Harvey, Albert County	0	0	0	0	0	0	1	0	0	0	1
Hillsborough	0	0	0	0	1	0	0	0	0	0	1
Hopewell Cape	0	0	0	1	0	0	0	0	0	0	1
Murray Corner	0	0	0	0	1	0	0	0	0	0	1
Riverside-Albert	0	0	0	0	0	0	1	0	0	0	1
Riversview	0	0	0	0	1	0	0	0	0	0	1
Saint John	0	0	0	0	1	0	0	0	0	0	1
Waterside	0	0	0	0	0	0	0	0	0	1	1
West River	0	0	2	0	0	0	0	0	0	0	2
Total Incidents Alma Fire Department (2026-07-01-2026-10-01)	3	5	3	5	4	2	2	4	5	1	34

Quarterly Report – Unsightly Properties

Introduction

This report provides Council with an update on active unsightly property files throughout the Municipality, including enforcement actions completed.

Ward 1

1 Active File

- **Property 1:** Reinspection completed. Quotes will be obtained for cleanup should municipal action become necessary.

Ward 2

2 Closed Files | 1 Active File

- **Property 1:** Demolition of property – completed. Paperwork submitted to taxation for reimbursement.
- **Property 2:** File closed
- **Property 3:** Officer Turcotte spoke with the property owner regarding the inspection that had been scheduled for October 8, 2026. The property owner requested that the inspection be rescheduled as he will be away on a trip and would like to be present when the inspection is conducted.

The inspection has been rescheduled to October 15, 2026, allowing the property owner to be onsite and participate in the inspection.

During the conversation, the property owner advised that significant work had been completed at the property and that the property had been cleaned and organized. He stated that Officer Turcotte would not recognize the property compared to its previous condition.

The property owner expressed that he is looking forward to the inspection and to showing Officer Turcotte the work that has been completed. The follow-up inspection will document the current condition of the property and determine the status of compliance.

Ward 3

1 Closed File | 2 Active Files

- **Property 1:** A follow-up inspection was completed on October 6, 2026, to assess the status of the required cleanup. Officers observed that cleanup efforts had continued and that significant progress had been made toward bringing the property into compliance.

A photo report was also completed to document the current condition of the property and the progress made to date.

Based on the current condition of the property and the continued cleanup efforts observed, the file can be closed at this time. However, the property should remain subject to regular monitoring and patrols to ensure that dumping or the accumulation of additional debris and waste does not resume.

If further concerns are observed during future patrols, the file may be reopened and additional enforcement action considered.

- **Property 2:** Officer Turcotte and Officer Degenstein conducted a patrol of the area following a previous telephone conversation with the property owner regarding cleanup work that had reportedly commenced at the property.

Upon arrival, officers observed that a significant amount of work had been completed, consistent with the progress described by the owner during the previous conversation. The property showed noticeable improvement, with substantial cleanup work having taken place.

Officer Turcotte took updated roadside photographs documenting the progress made to date and prepared an updated photo report for the enforcement file.

A final inspection notice will be mailed to the property owner, with a follow-up inspection scheduled for November 5, 2026, to confirm whether the remaining cleanup work has been completed as agreed.

The file will remain active pending the final inspection and verification of compliance.

- **Property 3:** Officer Turcotte observed that a significant amount of work had been completed at the property prior to the scheduled inspection date of October 5, 2026.

The dilapidated barn that had previously been identified as requiring removal had been demolished and removed from its previous location. The debris resulting from the demolition was observed to be stacked and sorted into organized piles, appearing to be arranged in preparation for removal from the property.

The area where the demolition and cleanup work was being conducted was observed to be enclosed with snow fencing, providing a visible barrier around the active work area and helping to restrict public access to the site while the work was ongoing.

The observed progress represented a significant change from the property's previously documented condition. Officer Turcotte documented the current condition by taking roadside photographs of the property.

The photographs were taken to establish a record of the work completed prior to the scheduled inspection and will be used for comparison during the October 5, 2026 inspection and any subsequent follow-up, if required.

Ward 4

2 Closed Files

- **Property 1:** File closed
- **Property 2:** File Closed

Ward 5

0 Files

Ward 6

0 Active Files – 2 Closed

- **Property 1:** The building has been secured, and the property is not deemed unsightly
- **Property 2:** Based on the observations made during the second exterior inspection conducted on September 11, 2026, was found to be secured and maintained in an acceptable condition at the time of the inspection. The previously identified window opening had been sealed and secured, and no immediate risk or danger to the public was observed. Recent maintenance and cleanup had also been completed, and the building and surrounding property appeared to be in compliance with the requirements of Municipality of Fundy Albert By-Law No. 2024-06, Section 2(1) – Dangerous and Unsightly Premises. Based on the current condition of the

property, no further enforcement action is required at this time, and it is recommended that the enforcement file be closed. However, the property will continue to be monitored through periodic patrols and inspections as required to ensure that the premises remain secure and continue to comply with applicable municipal by-laws and regulations. Should future concerns or conditions of non-compliance be observed or reported, the matter may be reopened and further enforcement action

Respectfully submitted,
Jason Turcotte
By-Law Enforcement Officer
Fundy Albert



COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session
From Kim Beers
Date October 20, 2026
Subject Three-Way Stop – Pleasant and Central Street

Type Public Private ☒ Committee of the Whole

PURPOSE

To seek Council's direction regarding the proposed installation of additional stop signs at the intersection of Pleasant Street and Central Street in Hillsborough to establish a three-way stop.

BACKGROUND

A concern has been raised regarding traffic safety and sightlines at the intersection of Pleasant Street and Central Street in Hillsborough.

There is currently a stop sign on Central Street for vehicles approaching Pleasant Street. To establish a three-way stop at the intersection, the proposal is to install two additional stop signs on Pleasant Street, requiring traffic travelling in both directions on Pleasant Street to stop at the Central Street intersection.

The Department of Transportation and Infrastructure (DTI) has been consulted regarding the proposed change. As these are municipal roads, DTI has advised that the Municipality may proceed with the installation and that DTI would simply need to be notified of the change.

The addition of the two stop signs on Pleasant Street would result in all three approaches to the intersection being controlled by stop signs, with the intent of improving traffic control and addressing concerns related to sightlines and vehicle movements through the intersection.

CONSIDERATIONS

The installation of a three-way stop would:

- Provide a clearly defined right-of-way for vehicles entering the intersection;
- Require vehicles approaching from all three directions to stop;
- Assist in addressing concerns regarding sightlines and visibility;

- Potentially reduce vehicle speeds when approaching and travelling through the intersection; and
- Provide a consistent traffic-control measure at the intersection.

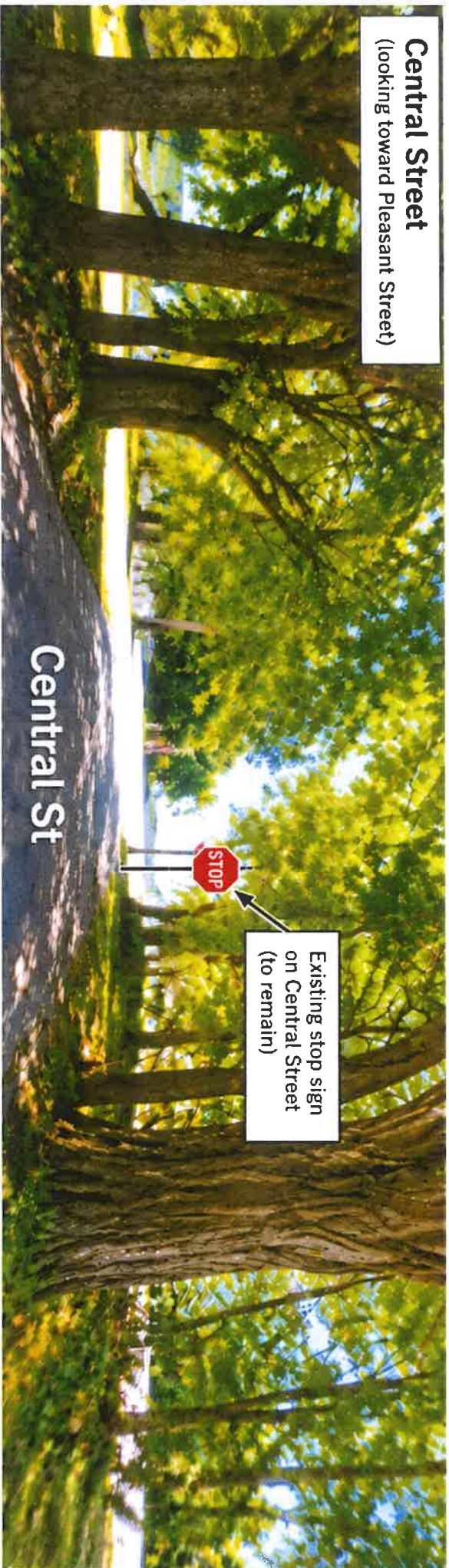
If approved by Council, Administration would coordinate any required signage and installation with Public Works and confirm any regulatory or procedural requirements prior to implementation.

FINANCIAL IMPLICATIONS

Costs would include the purchase and installation of the required stop signs and associated posts, if not already available within the Municipality's existing inventory.

The cost is within the Public Works operating budget.

Central Street
(looking toward Pleasant Street)



Pleasant Street – West Approach
(looking toward Central Street)



Pleasant Street – East Approach
(looking toward Central Street)



Proposed Three-Way Stop

Intersection of Pleasant Street and Central Street, Hillsborough



COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session
From Kim Beers
Date October 20, 2026
Subject Proposed Dog Control By-law – Repeal and Replacement of By-law No. 2025-01

Type Public Private ☒ Committee of the Whole

BACKGROUND / INFORMATION

In October 2025, the Village was advised by the former Chief Animal Protection Officer, Tony Porter, that the New Brunswick SPCA (NBSPCA) would issue tickets for violations of the Municipality's Dog Control By-law under the *Provincial Offences Procedure Act* (POPA). Based on the information provided at that time, it was understood that amendments to the Municipality's existing Dog Control By-law were not required in order for the NBSPCA to undertake ticketing and enforcement.

Since that time, the process established by Local Government and the NBSPCA has changed. Municipalities are now required to ensure that their dog control by-laws contain the appropriate penalty and enforcement provisions before the NBSPCA can issue tickets for municipal dog control violations.

Administration has worked with the NBSPCA to prepare a new Dog Control By-law for Fundy Albert that incorporates the required penalty provisions and provides an updated framework for dog control and enforcement throughout the Municipality.

As a result, implementation of the ticketing process is no longer simply a matter of providing the NBSPCA with updated ticket books. The Municipality's Dog Control By-law must first be updated to reflect the current requirements before ticketing can proceed.

The proposed by-law would repeal and replace By-law No. 2025-01, A By-law Respecting Dog Control in Fundy Albert. In addition to the required penalty provisions, the review provided an opportunity to clarify and strengthen a number of areas of the existing by-law, including:

- definitions and terminology;
- dog licensing and licence tag requirements;
- rabies vaccination requirements;
- investigation procedures relating to dog bites and Dangerous Dogs;

- requirements applicable to dogs declared Dangerous Dogs;
- the Animal Control Appeal Committee and appeal process;
- dogs running at large and leash requirements;
- disturbances, including excessive barking;
- owner responsibilities and enforcement procedures; and
- administrative penalties for specified violations, including escalating penalties for repeat contraventions.

The proposed by-law also contains Schedule “A”, which establishes the administrative penalties applicable to specified contraventions.

As part of the drafting process, the proposed by-law has been reviewed with the Chief Animal Protection Officer and legal counsel and revisions have been incorporated or identified to improve clarity, procedural fairness and enforceability.

FINANCIAL IMPLICATIONS

There are no significant direct financial expenditures anticipated as a result of adopting the proposed by-law.

Enforcement may result in administrative costs associated with investigation, issuance of orders and penalties, dangerous dog proceedings, and the convening of the Animal Control Appeal Committee where an appeal is filed.

Administrative penalties collected pursuant to the By-law may generate revenue; however, the primary purpose of the penalty provisions is compliance and enforcement rather than revenue generation.

LEGAL / POLICY CONSIDERATIONS

The proposed By-law has been developed within the authority provided to local governments under the *Local Governance Act* and other applicable provincial legislation.

Upon coming into force, the new Dog Control By-law would repeal By-law No. 2025-01, A By-law Respecting Dog Control in Fundy Albert, and all amendments thereto. The proposed transition provisions preserve penalties, liabilities and proceedings arising prior to repeal.

RECOMMENDATION

That Council consider the proposed Dog Control By-law and, subject to any amendments directed by Council, proceed with the required readings and enactment process.

BY-LAW NO. 2026-10

A BY-LAW RESPECTING DOG CONTROL IN FUNDY ALBERT

The Council of Fundy Albert, under the authority vested in it by the Local Governance Act, S.N.B. 2017, c. 18, and amendments thereto, enacts as follows:

WHEREAS paragraph 10(1)(k) of the Local Governance Act authorizes a local government to make by-laws for municipal purposes respecting wild, domestic and exotic animals and activities in relation to them, including animal control activities;

AND WHEREAS paragraphs 10(2)(c) and (d) of the Local Governance Act require a local government to make by-laws respecting rabies vaccination and proof of vaccination or assessment of the effectiveness of a previous vaccination;

AND WHEREAS New Brunswick Regulation 2022-36, the Dog Control Regulation – Local Governance Act, establishes provincial standards respecting dog control;

BE IT ENACTED by the Council of Fundy Albert as follows:

1. TITLE

1.1 This By-law may be cited as the “Fundy Albert Dog Control By-law”.

2. PURPOSE

2.1 The purpose of this By-law is to provide for the control of dogs within Fundy Albert and to promote public safety and responsible dog ownership, consistent with the Local Governance Act and New Brunswick Regulation 2022-36.

3. DEFINITIONS

3.1 In this By-law, unless the context otherwise requires:

“**Act**” means the Local Governance Act, S.N.B. 2017, c. 18, as amended.

“**Animal shelter**” means having an active Pet Establishment License in accordance with the SPCA of New Brunswick and its Regulations.

“**Attack**” means to cause harm without provocation, to aggressively chase, to injure or bite, or to threaten or give the impression of threatening as an aggressive act’

“**Bite**” means penetrating the skin by tooth or teeth.

“**Council**” means the Council of Fundy Albert.

“**Clerk**” means the Clerk of the Village of Fundy Albert

"Dog Control Officer" means a person, group or organization appointed or engaged by Council to administer and enforce this By-law.

"Fierce or Dangerous Dog" means a dog which meets any one of the following conditions:

- i. a dog that has attacked, bitten or caused injury to a person, either on public or private property or has demonstrated a propensity, tendency or disposition to do so;
- ii. a dog that has attacked, bitten or caused injury to a domestic animal, either on public or private property;
- iii. a dog that, while running at large, has aggressively pursued or harassed a person;
- iv. a dog that, while running at large, has aggressively pursued or harassed a domestic animal;
- v. a dog with a known propensity to attack or injure a person without provocation;
- vi. is attack trained; or
- vii. is kept for the purpose of security or protection, whether residential, commercial or industrial, of persons or property;

"Kennel" means a place where animals are bred, boarded, or held.

"Leash" means a device used to restrict the movement of a dog in order to keep the dog under the control of the owner and, except where otherwise permitted by this By-law, shall not exceed two (2) metres in length, unless otherwise specified herein.

"Licence" means a valid dog licence issued in accordance with the applicable laws and regulations of the Province of New Brunswick.

"Municipality" means Fundy Albert.

"Muzzle" means a humane covering device placed over a dog's mouth and of sufficient strength to prevent it from biting;

"Owner" means a person who: (a) is in possession of a dog; (b) harbours a dog; (c) tolerates that a dog remain about the person's residence or premises; or (d) licenses a dog under this By-law.

"Public place" means any property that is not privately owned and includes Municipal, Provincial, and Federal property.

"Regulation" means New Brunswick Regulation 2022-36, Dog Control Regulation – Local Governance Act, as amended from time to time.

“Running at large” means where a dog is:

- i) unleashed in a public place, except for any dog in a dog park or a service animal participating in search and rescue, fire or police work.
- ii) unleashed on private property other than that of the owner or keeper of the animal without consent of the owner of the property;
- iii) unleashed in a forest or wooded area, while not in the company and/or under control of the owner or keeper thereof;
- iv) in a public place and is not secured by a leash; or
- v) in a public place and not under the control of the owner of such animal;

“Service animal” means:

1. Any animal individually trained to do work or perform tasks for the direct benefit of an individual with a disability; and
2. Any animal officially deployed and used for search and rescue operations or law enforcement purposes.

“Society” means society as defined in the Society for the Prevention of Cruelty to Animals Act.

“Threaten” means an un-muzzled animal, whether or not in the presence of its owner, leashed or unleashed, that approaches any person or any other animal in a vicious, terrorizing aggressive or attacking manner

4. APPLICATION

4.1 This By-law applies throughout Fundy Albert.

4.2 The requirements of the Regulation are incorporated into and form part of the dog control framework administered by the Municipality, except where this By-law lawfully establishes an additional municipal requirement.

5. DOG CONTROL OFFICER

5.1 Council may by resolution appoint a Dog Control Officer to carry out any or all of the functions of this By-law.

6. DOG LICENSING

6.1 Licence Required - Every owner of a dog residing within the Village of Fundy Albert shall ensure that the dog is registered and licensed in accordance with the applicable laws and regulations of the Province of New Brunswick.

6.2 Registration - Where a dog is required to be registered and licensed through the New Brunswick Society for the Prevention of Cruelty to Animals (NB SPCA), or its authorized licensing service provider, the owner shall:

- a) register each dog as required;
- b) obtain and maintain a current and valid licence for each dog;
- c) pay the applicable licence fee;
- d) provide the information required for registration and licensing; and
- e) renew the licence prior to its expiration.

Registration and licensing may be completed through the NB SPCA or its authorized licensing service provider, including DocuPet, in accordance with the procedures established by the licensing authority.

6.3 Licence Term and Fees - The term, fee and conditions applicable to a dog licence shall be those established under applicable provincial legislation or regulation and administered by the NB SPCA or its authorized licensing service provider.

6.4 Licence Tag- The owner of a licensed dog shall ensure that the current licence tag issued for that dog is securely affixed to the dog's collar or harness when required by applicable legislation or regulation.

A licence tag issued for one dog shall not be transferred to or displayed on another dog.

6.5 Proof of Licence - Upon request by a Dog Control Officer or other person authorized to enforce this By-law, an owner shall provide satisfactory proof that the dog is currently registered and licensed as required by law.

6.6 Change of Information - An owner shall ensure that information associated with the dog's registration and licence is kept current, including the owner's contact information and the dog's ownership and residency information, in accordance with the requirements of the applicable licensing authority.

7. KENNEL LICENSES

7.1 Any person or residence which harbour more than three (3) dogs or keeps a dog or dogs for the purpose of breeding, selling, boarding, or any other like purposes must be in possession of a valid kennel license and must meet all requirements before issued such license. These licenses are issued by the NBSPCA under the Regulations of the *Society for the Prevention of Cruelty to Animals Act*.

7.2 In order to obtain and maintain a Kennel License, applicants must:

- i) meet the requirements of any zoning by-law, any other by-law, and provincial legislation for the sanitation, health, hygiene, and comfort of the dog(s);
- ii) upon issuance, maintain accurate records of the breeding, selling or boarding of dogs, and where such dogs are once sold. The Owner must be able to produce these records at any time and upon request of an Officer.

7.3 Each dog in the kennel must be licensed individually (with a dog tag) except for puppies under ten (10) weeks. Proof of age must be provided.

8. VACCINATIONS

8.1 Every owner of a Dog shall have such Dog vaccinated against rabies. Rabies vaccinations must be valid as per veterinarian records, at all times. An Officer or their designate shall rely on the proof of vaccination from the Veterinarian.

8.2 An Officer may seize and impound any dog which is known to be rabid and cause such dog to be quarantined or destroyed.

8.3 Where an animal is suffering from any communicable disease, the Owner shall not permit the animal to be in any public place and shall not keep the animal in control with or in proximity to any other animal.

8.4 A person who owns an animal that is rabid or suspected to be rabid or has been exposed to rabies shall immediately report the matter to the appropriate Provincial Department.

9. SEIZING AND IMPOUNDING

9.1 An Officer may seize and impound any dog found running at large, and shall:

i) If the owner of the dog is known, make a reasonable attempt to notify them that the dog is impounded; or

ii) If the owner of the dog is not known or cannot be located within a 72-hour period, said dog may be forfeited to the possession of a Shelter or destroyed.

iii) When the owner of an impounded dog is not known, the Officer shall make a reasonable attempt to find the owner. Pursuant to Section 70(1)(c) of the Act, a notice on the Municipality's website may be deemed notice.

9.2 The Owner of any impounded dog shall pay the Officer, upon establishing ownership, any Administrative Penalty provided in a Penalty Notice, pursuant to the Penalties in Schedule A of this By-law, for having had their dog run at large.

9.3 The Dog Control Officer or agent is authorized to make use of restraining device on a dog while carrying out their duties hereunder and shall not be held responsible for any damages caused to the dog while doing so.

9.4 When destroying any dog under this section which has not been claimed, or for any other reason, the Dog Control Officer or agent shall do so in a humane manner.

9.5 An Officer, upon receiving and investigating a complaint under this By-law related to an alleged or attempted bite towards a person, may seize and impound a dog for the duration of an investigation. In this instance, an Officer reserves the authority to request all vaccination(s) records as part of the investigation, in addition to issuing administrative penalties, if the Owner(s) is not in compliance with Section 8 of this By-law.

9.6 All costs of seizing and impounding a Dog for any reason under this By-law will be at the Owner's expense and the Owner shall be liable for any expenses incurred by the Village or any Officer for any service provided by any third parties in the seizure, impounding, care, treatments, or destruction of any animal.

10. DANGEROUS DOG PROVISIONS

10.1 The owner of a dangerous dog shall ensure, unless otherwise stated in an Order and for a time period stipulated in the Order at the discretion of the Village, that:

- i) at all times when off the Owner's property, the dog shall be muzzled;
- ii) at all times when off the Owner's property, the dog shall be on a leash not longer than one (1) meter and under the control of a responsible person over the age of eighteen;
- iii) when such dog is on the property of the Owner and unattended, it shall be either securely confined indoors or in a securely enclosed and locked pen or structure, suitable to prevent the escape of the dangerous dog and capable of preventing the entry of any person not in control of the dog. Such pen or structure must have minimum dimensions of two (2) meters by four (4) meters and must have secure sides, the sides must be embedded into the ground no less than 30 centimeters deep. The enclosure must also provide protection from the elements for the dog. The pen or structure shall not be within one (1) meter of the property line or within three (3) meters of a neighboring dwelling unit;
- iv) A sign is displayed at each entrance to the property and building in which the dog is kept warning in writing stating "Dangerous Dog on Site" (or other similar wording). This sign shall be visible and legible from the nearest road or thoroughfare.

10.2 Where there is reason to believe that a dog has bitten, injured or killed a person or another domestic animal without provocation, an Officer shall, as soon as it is practicable, conduct an investigation into the alleged incident and upon completion of such investigation provide a full report to the Village, the Owner(s), and the Complainant, including copies of witness statements, photographs, and all other evidence and relevant information obtained during the investigation.

10.3 In the event that, upon investigation, the Officer is satisfied by the preponderance of the evidence that the dog has bitten, injured or killed a person or another domestic animal without provocation, the Officer may, by way of order, declare the dog to be dangerous. If it is not satisfied by the preponderance of the evidence presented that the dog has bitten, injured or killed a person or another domestic animal without provocation, the Officer shall

refrain from declaring the dog as dangerous on the basis of this specific investigation, or, refer the matter to the Animal Control Appeal Committee.

10.4 An investigation report under Section 10.2 shall be considered served and received when delivered personally or, in the case of registered mail sent to the latest known address of the person, on the day following the date on which the registered mail was sent. Proof of service of an investigation report may be given by a certificate purporting to be signed by the Officer, identifying the person upon whom the report was served and specifying the time, place and manner of service.

The investigation report shall include:

- i) the conclusion of the investigation as to whether the dog is a Dangerous Dog;
- ii) a copy of the investigator's report and all evidence and material considered by the Officer in making the determination;
- iii) a statement advising all parties that they are entitled to appeal the Officer's decision to the Animal Control Panel within fourteen (14) days from the date of service of the investigation report, pursuant to Section 10.6;
- iv) a copy of the consolidated version of this By-law; and
- v) where the dog is declared to be a Dangerous Dog, notice that the dog shall be considered a Dangerous Dog for the purposes of this By-law and that the Owner shall be required to comply with all provisions of this By-law applicable to Dangerous Dogs. The Owner shall also be provided with any Order issued pursuant to section 151 of the *Local Governance Act*, which may include:
 - requirements respecting the confinement, restraint, control, muzzling, identification, registration or keeping of the Dangerous Dog, as applicable under this By-law;
 - any other conditions or requirements authorized by this By-law or the *Local Governance Act* that the Officer considers necessary for the protection of persons, animals or property; and
 - where authorized by the *Local Governance Act* and warranted by the circumstances, a requirement that the dog be destroyed.

Any Order provided pursuant to paragraph (v) shall be considered served and received on the same day as the investigation report.

10.5 In the event that it is not possible to make a determination upon investigation as to whether or not a dog is dangerous, an Officer reserves the right to refer the matter to the Animal Control Appeal Committee, or the Court of Kings Bench.

10.6 Any person appealing the Officer's decision shall notify the Clerk, in writing via registered mail, within fourteen (14) days of receiving the Officer's investigation report and

decision. Any appeal of a decision under this Section shall be referred to the Animal Control Appeal Committee.

10.7 In the event that a dog is proven to have bitten or attempted to bite any person, regardless of whether or not the dog shall be deemed dangerous, the Owner may be deemed to be in contravention of this By-law.

11. ANIMAL CONTROL APPEAL COMMITTEE

11.1 The Animal Control Appeal Committee shall consist of three (3) voting members appointed from any combination of the following:

- i) the Chief Administrative Officer (CAO);
- ii) a By-law Enforcement Officer who was not involved in the investigation, determination or issuance of the Order that is the subject of the appeal;
- iii) a solicitor appointed by the Municipality;
- iv) an Animal Protection Officer with the New Brunswick SPCA;
- v) a member of Council; or
- vi) a veterinarian.

The Clerk shall preside over and provide administrative support to meetings of the Animal Control Appeal Committee but shall not be considered one of the three (3) voting members of the Committee and shall not participate in the Committee's decision on the appeal.

11.2 Upon receipt of a Notice of Appeal pursuant to Section 10.6 or upon a referral pursuant to Section 10.5, the Clerk shall convene the Animal Control Appeal Committee.

11.3 The Clerk shall give written notice of the hearing to the Appellant at least ten (10) days in advance of the hearing by serving notice upon the Appellant or by mailing same by registered mail to the latest known address of the Appellant, and where the Appellant is not the Owner, notice shall also be given to the owner. The notice shall include:

- i) a statement of the time, place and purpose of the hearing;
- ii) a copy of this By-law;
- iii) a statement that if the Owner does not attend the hearing, the matter may be dealt with in their absence and that they will not be entitled to any further notice in the proceedings.

11.4 Proof of the service of a notice under Section 11.3 may be given by a certificate purporting to be signed by an Officer, naming the person on whom the notice was made and specifying the time, place and manner of service of the demand.

11.5 The Appellant and/or the Owner shall be required to provide any evidence to the Clerk no less than five (5) days before the Appeal hearing. This evidence shall be circulated to all parties no less than three (3) days before the Appeal hearing.

11.6 An appeal hearing shall be conducted as follows:

- i) The Clerk shall preside over the meeting;
- ii) The Officer(s) in charge of the investigation shall begin by presenting the investigation report and their findings in ten (10) minutes or less;
- iii) The Appellant or their representative(s) shall have an opportunity to present evidence and make their case, and shall be provided a maximum of ten (10) minutes;
- iv) The Owner(s) or their representative(s), if different than the Appellant, or the original complainant, shall then have a maximum of ten (10) minutes to present evidence and make their case;
- v) Following all presentations, the Appeal Panel reserves the right to question any individual(s) and/or any witnesses that were in attendance at the Appeal. The Panel reserves the right to deem questions not be necessary.
- vi) All hearings shall be informal and open to the public and need not conform to the standard rules of evidence, nor the Municipality's Procedural By-law. Hearsay evidence shall be admissible but shall not be relied on as the sole basis of the Panel's determination.
- vii) The Panel's deliberations may be conducted in private.

11.7 The owner and/or appellant may appear at the hearing with or without counsel and may call witnesses on their behalf as part of their maximum allotted time. All documents filed must be conducted pursuant to Section 11.5 and new documents or evidence filed shall not be permissible at the appeal.

11.8 Where the owner does not attend the hearing, having been given notice as provided in this section, the matter may be dealt with in their absence and the owner shall not be entitled to any further notice in the proceedings.

11.9 Where the appellant is not the owner and the appellant does not attend the hearing having been given notice as provided herein, the Panel shall dismiss the appeal.

11.10 Within five working days of the appeal hearing, the Clerk shall, on behalf of the Panel, issue written findings to the Owner and the Appellant, resulting from the hearing. Should the Panel be satisfied by the preponderance of the evidence that the dog has bitten, injured or killed a person or another domestic animal without provocation and that the dog be deemed dangerous, an Officer shall serve an Order, pursuant to Section 151 of the Act. Should the Appeal Committee not be satisfied, the written findings will state accordingly, or where applicable, shall revoke an order previously served under Section 10.3.

11.11 A decision of the Animal Control Appeal Committee may only be appealed by an appellant to the Court of Kings Bench, at the sole expense of the appellant.

11.12 In the event that an appeal is made, or a matter is referred, to the Court of Kings Bench, a judge of the Provincial Court may summon the Owner of the animal to appear and

show cause why the animal should not be destroyed and may, if from the evidence produced it appears that the animal has bitten a person, make an order directing:

- i) That the animal be destroyed; or
- ii) That the Owner or Keeper of the animal keep the animal under control.

12. RUNNING AT LARGE

12.1 No owner of an animal shall allow the animal to run at large:

- i) in a public place or restricted area;
- ii) on a private property other than that of the owner of the animal;
- iii) in a forested or wooded area while not in the company or control of the owner of the animal.

13. DOGS ON LEASH

13.1 Dogs being walked in a restricted area must be secured by a leash having a maximum length of two (2) metres.

13.2 Subject to Section 13.1, owners must be in control of the leash while walking the dog.

13.3 Owners may walk their dog(s) in designated areas using a flex leash to a maximum length of eight (8) metres.

13.4 The Municipality may designate areas where dogs are permitted to run when off leash and may designate areas where organized and controlled events may be held by causing signs to be posted in such areas indicating such designations.

13.5 The owner of a dog shall ensure that their dog is under control in any areas which the Municipality has designated pursuant to Section 13.4.

13.6 The Municipality may designate park facilities and areas where dogs are prohibited by causing signs to be posted in such areas indicating such designation.

13.7 The Owner of an dog shall not permit the dog in any park facilities or areas which the Municipality has designated pursuant to Section 13.6

14. LIABILITY

14.1 No person authorized by this By-law to capture, impound or destroy a dog shall be liable in damages for any injury or damage to such dog while the dog is being captured, impounded or destroyed.

15. GENERAL VIOLATIONS

15.1 If an animal defecates on any public or private property other than the property of its Owner, the Owner shall remove such defecation immediately. This section shall not apply to persons using seeing-eye dogs.

15.2 No Owner shall permit a dog or dogs to bark, howl, whine, yelp or otherwise make noise for such a period, with such frequency, or in such a manner as to create a Disturbance. Upon receipt of an Order relating to a Disturbance, the Owner shall take all reasonable steps necessary to cause the Disturbance identified in the Order to cease.

15.3 No person shall keep an Animal in an unsanitary condition. Conditions shall be considered unsanitary where the keeping of the Animal results in an accumulation of fecal matter, an odor, insect infestation or rodent attractants which endanger the health of the Animal or any person, or which disturb or are likely to disturb the enjoyment, comfort or convenience of any person in or about any dwelling, office, hospital or commercial establishment. A circumstance of unsanitary conditions shall subject to enforcement by the NBSPCA under the Society for the Prevention of Cruelty to Animals Act.

15.4 No person shall exhibit cruelty upon an Animal within Fundy Albert by causing the Animal to be in distress or fail to act to cause a circumstance of distress for an Animal to end by seeking appropriate veterinary care or other attention, in each case whether willfully or by negligence. A circumstance of distress shall subject to enforcement by the NBSPCA under the Society for the Prevention of Cruelty to Animals Act.

16. VIOLATIONS AND OFFENCES

16.1 Any person who violates a provision(s) of this By-law has contravened this by-law and is liable to a penalty outlined in Schedule "A", to be paid within 30 days of the date in which a penalty is given, and in which shall not exceed fifteen hundred dollars (\$0.00-\$1,500.00).

16.2 Any person who fails to pay the administrative penalty within the time prescribed is guilty of an offence and is liable on summary conviction to an additional fine of, at minimum, \$140.00 but that shall not exceed \$2,100 (\$140.00-\$2,100).

16.3 Any person commits an offence under this by-law if they interfere or attempt to interfere with any Officer authorized to enforce provisions of this By-law.

16.4 Pursuant to Section 149(4) of the Act, a Judge of the Provincial Court may:

- i) in addition to or instead of imposing a fine, order that the animal in respect of which the offence was committed be disposed of or destroyed;
- ii) provide that if a complaint has been made to a judge of the Provincial Court alleging that an animal has bitten or attempted to bite a person, the judge may summon the owner of the animal to appear and show cause why the animal should not be destroyed and may, if

from the evidence produced it appears that the animal has bitten a person, make an order directing:

(i) that the animal be destroyed, or,

(ii) that the owner or keeper of the animal keep the animal under control.

16.5 The proceeds of all Administrative Penalties assessed because of summary conviction are payable to the Fundy Albert.

17. FINES

17.1 All fees and penalties made pursuant to this By-law are set out in Schedule "A", attached hereto, which Schedule "A" forms part of this By-law. Council may adopt and, from time to time, amend fees and penalties as set out in Schedule "A".

18. REPEAL AND TRANSITION

18.1 By-law No. 2025-01, A By-law Respecting Dog Control in Fundy Albert, and all amendments thereto, is repealed upon this By-law coming into force.

18.2 For greater certainty, the former dog or animal control by-laws of the former Village of Alma, Village of Hillsborough and Village of Riverside-Albert that were repealed by By-law No. 2025-01 remain repealed.

18.3 The repeal of a by-law shall not affect any penalty, forfeiture or liability incurred before the repeal, or any proceeding commenced or pending at the time of repeal, nor shall it invalidate or prejudicially affect any matter completed, existing or pending at the time of repeal.

19. SEVERABILITY

19.1 If any provision of this By-law is declared invalid or unenforceable by a court of competent jurisdiction, that provision shall be severed and the remaining provisions shall continue in full force and effect.

20. ENACTMENT

20.1 This By-law comes into force on the date it is enacted by Council.

IN WITNESS WHEREOF the local government of Fundy Albert has caused its corporate seal to be affixed to this By-law.

READ FIRST TIME:

READ SECOND TIME:

READ THIRD TIME AND ENACTED:

Mayor

Clerk

DRAFT

SCHEDULE "A" TO THE DOG CONTROL BY-LAW

Pursuant to Section 16 of this By-law, any person who contravenes a Section of this By-law is deemed to have committed an offence and may be subject to a Penalty. This Penalty shall be in addition to any fee(s) required to be paid by the Owner.

Contraventions of the following Sections of the By-law are subject to a Penalty that shall escalate in the event of re-occurrences:

Section(s) of By-law Contravened	Administrative Penalty
Section 6.4 – Failure to comply with licence tag requirements	First Offence: \$100.00 Second Offence: \$250.00 Third Offence and each subsequent offence in a calendar year: \$500.00
Section 10.7 – Dog bites or attempts to bite any person	
Section 12.1 – Running at large	
Section 13 – Dogs on leash	
Section 15.1 – Stoop and scoop	
Section 15.2 – Disturbances	

Contraventions of the following Sections of the By-law shall be subject to the following Penalty:

Section(s) of By-law Contravened	Administrative Penalty
Section 8.1 – Failure to comply with Rabie vaccination requirements, unless authorized by a Veterinarian	First Offence: \$150.00 Second Offence: \$200.00



COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session
From Kim Beers
Date October 20, 2026
Subject Canada Public Transit Fund – Active Transportation Fund –
Amending Agreement No. 2 – Shoreline Trail, Hillsborough Segment

Type Public Private ☒ Committee of the Whole

Background / Information:

The Village of Fundy Albert entered into a contribution agreement with the Government of Canada on August 21, 2024, for the Shoreline Trail – Hillsborough Segment under the Active Transportation Fund. The program was subsequently transitioned from the Permanent Public Transit Program to the Canada Public Transit Fund.

Project History and Funding:

The Shoreline Trail is part of a proposed regional pedestrian and cycling route connecting communities in southeastern New Brunswick. The Hillsborough segment was planned to link existing trails and wetland areas with a route along the Petitcodiac River dyke toward Weldon. The project included landowner consultation, trail design, construction, grading, surfacing and signage.

Federal funding was announced in May 2023 under the Active Transportation Fund. The announced project contributions were \$158,040 from the Government of Canada, \$92,520 from the Southeast Regional Service Commission and \$12,840 from the former Village of Hillsborough, for a combined announced total of \$263,400.

At its February 6, 2024 regular meeting, Fundy Albert Council authorized execution of the federal contribution agreement. The contribution agreement was subsequently entered into on August 21, 2024. In June 2024, Administration reported that trail maps were being developed and volunteer contributions to trail signage and related work were being recognized.

At the February 3, 2026 Council meeting, Administration confirmed that the Grey Brook and Wetland trail components had been completed, while the Petitcodiac shoreline trail component remained outstanding. Council was advised that approximately \$79,000 of the original trail funding remained unspent at that time;

Outstanding Work – Petitcodiac Dyke

Approximately 3.3 km of trail along the Petitcodiac Dyke remains incomplete. Before construction can proceed on this section, the Municipality must continue working with affected landowners to seek and secure the necessary permissions. Accordingly, the timing of this portion of the work remains dependent on landowner discussions and access approvals. The extension under Amending Agreement No. 2 provides additional time to pursue these outstanding requirements and complete eligible project work.

The Village has now received Amending Agreement No. 2, which provides additional time for completion of the project and submission of the final claim.

The amendment changes the following dates:

Requirement	Previous Date	Amended Date
Project Completion Date	October 29, 2026	October 29, 2027
Final Claim Date	December 31, 2026	December 31, 2027
Agreement End Date	March 31, 2027	March 31, 2028

All other obligations, covenants, terms and conditions contained in the existing contribution agreement remain in full force and effect. The amendment becomes effective once it has been signed by the last party

The agreement provides for execution on behalf of the Village of Fundy Albert by the Mayor and Clerk.

Financial Implications:

There are no changes to the project funding identified in Amending Agreement No. 2. The amendment relates to the extension of the project completion, final claim and agreement end dates.

Recommendation:

That Council authorize the Mayor and Clerk to execute Amending Agreement No. 2 between His Majesty the King in Right of Canada and the Village of Fundy Albert for the Canada Public Transit Fund – Active Transportation Fund project, Shoreline Trail – Hillsborough Segment.

**CANADA – VILLAGE OF FUNDY ALBERT
CANADA PUBLIC TRANSIT FUND – ACTIVE TRANSPORTATION FUND**

**AMENDING AGREEMENT NO. 2 FOR SHORELINE TRAIL - HILLSBOROUGH
SEGMENT**

BETWEEN: **HIS MAJESTY THE KING IN RIGHT OF CANADA**, as
represented by the Minister of Infrastructure and Communities,
hereinafter referred to as the Minister of Housing and
Infrastructure and Minister responsible for Pacific Economic
Development Canada ("Canada"),

AND **VILLAGE OF FUNDY ALBERT, MUNICIPAL GOVERNMENT**
continued or incorporated pursuant to the Local Governance Act,
2023 (the "Recipient"),

individually referred to as a "Party" and collectively referred to as the "Parties".

RECITALS

WHEREAS the Active Transportation Fund is a federal fund to target active transportation in support of Canada's National Active Transportation Strategy;

WHEREAS the Minister of Housing and Infrastructure and Minister responsible for Pacific Economic Development Canada is responsible for the Active Transportation Fund ("the Program");

WHEREAS the Recipient has submitted to Canada a proposal for the funding of the Project which qualifies for support under the Program;

WHEREAS Canada provided a letter on August 5, 2022 to Village of Fundy Albert indicating an approval-in-principle of funding of the project proposal enabling Village of Fundy Albert to begin undertaking project activities eligible for funding and subject to finalizing a contribution agreement with Canada;

WHEREAS the Recipient is responsible for carrying out the Project and Canada wishes to provide financial support for the Project and its objectives;

WHEREAS The Parties entered into an Agreement dated August 21, 2024;

WHEREAS this Agreement was entered into under the Permanent Public Transit Program (PPTP), which was subsequently transitioned and rebranded in 2024 to the Canada Public Transit Fund (CPTF).

NOW THEREFORE, the Parties hereby agree as follows:

1. AMENDMENTS TO THE CONTRIBUTION AGREEMENT

1.1. 1.1 DEFINITIONS

Replace:

"Agreement End Date" means March 31, 2027.

"Final Claim Date" means December 31, 2026.

"Project Completion Date" means the date at which all funded activities of the Project under this Agreement have been completed and which must be no later than October 29, 2026.

With:

"Agreement End Date" means March 31, 2028.

"Final Claim Date" means December 31, 2027.

"Project Completion Date" means the date at which all funded activities of the Project under this Agreement have been completed and which must be no later than October 29, 2027 .

2. EFFECT OF AMENDMENTS

- 2.1 All capitalized terms not otherwise defined herein have the meaning ascribed to them in the Agreement.
- 2.2 Except for the amendments provided for in this Amending Agreement No. 2, the obligations, covenants, and terms and conditions set forth in the Agreement will continue to remain in full force and effect.
- 2.3 This Amending Agreement No. 2 may be executed and delivered in counterparts, (including by electronic signature, facsimile or other means of electronic transmission, such as by electronic mail in "PDF" form), with the same effect as if all Parties had signed and delivered the same document, and all counterparts will together, when attached, constitute one and the same original Amending Agreement No. 2 and will form part of the Agreement.
- 2.4 This Amending Agreement No. 2 shall be effective as of the date this agreement is signed by the last Party.

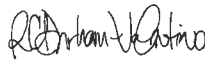
3. SIGNATURES

This Amending Agreement No. 2 has been executed on behalf of His Majesty the King in right of Canada by the Minister of Housing and Infrastructure and Minister responsible for Pacific Economic Development Canada, and on behalf of the Village of Fundy Albert by the Village Clerk and Mayor.

HIS MAJESTY THE KING IN RIGHT OF
CANADA

THE VILLAGE OF FUNDY ALBERT

Per: Chris Durham-Valentino
Senior Director, Baseline and Targeted
Funding, Public Transit, Infrastructure
Programs Sector, Housing,
Infrastructure and Communities
Canada



Digitally signed by
DurhamValentino, Chris
Date: 2026.10.02
17:44:52 -04'00'

Date

Per: Kim Beers
Clerk

Date

Per: with Jim Campbell
Mayor of Fundy Albert

Date



COUNCIL REPORT FORM (CRF)

To Fundy Albert Council
From Krista Ronalds, Acting Treasurer
Date October 20, 2026
Subject Bank Accounts

Type Public Private ☒ Committee of the Whole

REQUEST

That Council authorize staff to close the Hillsborough Homecoming Days bank account. In 2025, the account funds were transferred to the Hillsborough Homecoming Days Committee for its own management. The remaining balance of \$5.49 consists of interest deposited after the transfer. Closing the account will eliminate an inactive account and simplify municipal financial reporting.

CONSIDERATIONS

Legal	N/A
Financial	N/A
Environmental	N/A
Policy	N/A
Stakeholders	Fundy Albert Taxpayers
Community Sensitivities	N/A
Council priorities	Strategic Plan Alignment: • Infrastructure • Communications ✓ Village Services • Strategic Partnerships • Economic Development & Tourism
Documents, maps, photos or presentations attached	N/A
Consultation	Clerk and Christien LeBlanc (e6)

Intergovernmental considerations	N/A
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COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session
From Kim Beers
Date October 20, 2026
Subject Riverside Albert Fire Dept GIC

Type Public Private ☒ Committee of the Whole

PURPOSE

To seek Council's approval to redeem the full amount of \$17,619.07 held in a Guaranteed Investment Certificate (GIC) designated for siding replacement and repairs at the Riverside-Albert Fire Station.

BACKGROUND

Funds were previously invested in a GIC for the purpose of completing siding replacement and necessary repairs at the Riverside-Albert Fire Station.

The current value of the GIC is \$17,619.07.

As these funds were specifically intended for improvements to the fire station, Administration is requesting Council's authorization to redeem the GIC and make the funds available for their originally intended purpose.

FINANCIAL IMPLICATIONS

The redemption of the GIC would make \$17,619.07 available to fund siding replacement and associated repairs at the Riverside-Albert Fire Station.

As these funds have already been set aside for this purpose, the redemption would not require an additional allocation from the Village's operating budget, provided the project expenditures remain within the available amount.

RECOMMENDATION

Administration recommends that Council authorize the redemption of the full amount of the Riverside-Albert Fire Department GIC, currently valued at \$17,619.07, to allow the funds to be used for siding replacement and necessary repairs at the Riverside-Albert Fire Station.

PROPOSED MOTION

THAT Council authorize Administration to redeem the full balance of the Riverside-Albert Fire Department Guaranteed Investment Certificate 00780147059 Investment Number 0017 currently valued at \$17,619.07, and direct that the funds be allocated toward siding replacement and associated repairs at the Riverside-Albert Fire Station.



COUNCIL REPORT FORM (CRF)

To Fundy Albert Council in Public Session
From Kim Beers
Date October 20, 2026
Subject 2026 Year-End Purchases

Type Public Private ☒ Committee of the Whole

Purpose

To seek Council's approval to proceed with identified capital purchases and improvements prior to the end of the 2026 fiscal year, as well as to establish a financial commitment toward the replacement of flooring at the Riverside-Albert Recreation Centre.

BACKGROUND

As the Village of Fundy Albert approaches the end of the 2026 fiscal year and begins preparing its 2027 operating and capital budgets, Administration has identified several capital priorities that should be considered for approval.

These projects address municipal operational requirements, facility maintenance, and the long-term sustainability of municipal assets.

Administration is seeking Council's direction on proceeding with the following expenditures and financial commitments.

PROPOSED CAPITAL EXPENDITURES

1. Purchase of Truck and Plow

Administration recommends purchasing a truck equipped with a plow to support municipal Public Works operations.

The additional vehicle and plowing equipment would assist with winter maintenance, improve operational efficiency, and provide additional capacity to maintain municipal roads, properties, and facilities.

Proposed Expenditure: \$91,519.87

Recommendation: That Council authorize Administration to proceed with purchasing a truck and plow prior to December 31, 2026,

2. Alma Activity Centre – Flooring Replacement

Administration recommends proceeding with the replacement of flooring at the Alma Activity Centre.

The proposed improvements would address the condition of the existing flooring, improve the overall appearance and functionality of the facility, and support its continued use by residents and community organizations.

Proposed Expenditure: \$40,825.00

Recommendation: That Council authorize Administration to proceed with the flooring replacement at the Alma Activity Centre prior to December 31, 2026.

3. Purchase of Skid Steer

Administration recommends the purchase of a skid steer to enhance the Village's Public Works operations and improve its ability to undertake municipal maintenance activities.

The equipment would provide additional versatility for brush clearing, vegetation management, roadside maintenance, and other municipal operations.

The proposed purchase would also allow the Village to trade in its existing John Deere tractor, reducing the overall capital expenditure. Additionally, the Village's existing Bobcat attachments are compatible with the proposed skid steer, allowing the municipality to continue utilizing equipment already owned.

Proposed Expenditure: \$64,095.00

Recommendation: That Council authorize Administration to proceed with the purchase of the Skid Steer prior to December 31, 2026.

CONSIDERATIONS

Proceeding with these expenditures and financial commitments would allow the Village to address immediate operational and facility needs while planning for larger capital improvements.

Purchasing the truck and plow would strengthen Public Works' winter maintenance capabilities, while the Alma Activity Centre flooring replacement would improve a municipal facility used by the community.

Establishing funding for the Riverside-Albert Recreation Centre flooring replacement would demonstrate a commitment to the facility while providing Administration with time to investigate external funding opportunities.

Approval would remain subject to available funding, applicable procurement requirements, and the final costs of the proposed projects.

RECOMMENDATION

Administration recommends that Council approve the identified 2026 year-end purchases, including the purchase of a truck and plow, replacement of flooring at the Alma Activity Centre, purchase of a skid steer and mulching head, and allocation of \$50,000 toward the future replacement of flooring at the Riverside-Albert Recreation Centre.

These investments will address operational needs, improve municipal facilities, enhance service delivery, and support long-term capital planning.

Administration recommends that Council authorize expenditures of up to \$196,439.87 to proceed with the identified priorities prior to December 31, 2026.

Also to Consider

Riverside-Albert Recreation Centre – Flooring Replacement

Administration has identified the replacement of flooring at the Riverside-Albert Recreation Centre as a capital priority.

Recognizing the anticipated cost of the project, Administration recommends a phased financial approach to reduce the impact on a single year's capital budget.

The proposed approach is as follows:

- **2026:** Allocate \$50,000 from available 2026 funds toward the future flooring replacement project.
- **2027:** Include an additional \$50,000 in the proposed 2027 capital budget.
- **External Funding:** Investigate applicable provincial, federal, and other funding programs to assist with the project and potentially reduce the Village's overall financial contribution.

This approach would establish a proposed municipal contribution of \$100,000 over two fiscal years, subject to the availability of funds and Council's approval of the 2027 budget.

Any external funding secured would help offset the municipal contribution or potentially allow for additional improvements, depending on the final project scope and funding conditions.

The proposed \$50,000 allocation for the Riverside-Albert Recreation Centre would need to be appropriately committed or transferred to an eligible reserve before year-end, in accordance with applicable municipal financial requirements.

The additional \$50,000 proposed for 2027 would be considered through the annual budget approval process.

BUILDING PERMITS

September 2026

WARD	Number of Permits	Value
1	0	\$0
2	0	\$0
3	1	\$51,600
4	0	\$0
5	2	\$50,053
6	1	\$48,160
TOTAL	8	\$149,813

Voyent Alert

Registrants - 1072

YTD Alerts - 43

From Aug 2024 - 137

Facility Usage

RA Community Room - 12

RA Gym - 16

Alma Activity Centre - 15

Revenue - \$100 - Included 1 baby shower and Chebucto Hiking Club.

In-kind usage was from the regular organizations.

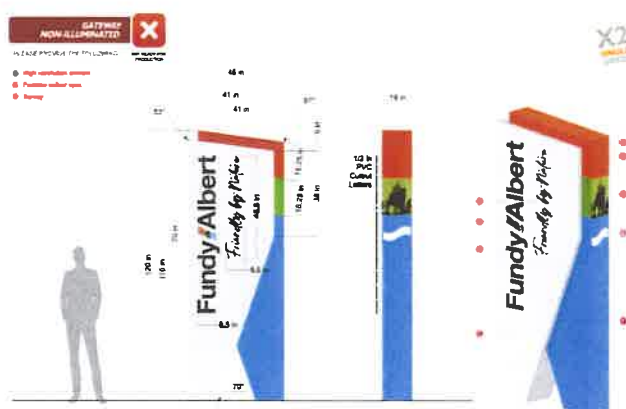
FUNDING

- Shoreline Trail - Requested an additional extension.
- FireSmart Program – Fuel Management Prescription Development – Applied for Phase 2 - \$165,456.00 - Due to high demand and limited funding, priority was given to Phase 1 projects involving the development of Community Wildfire Resiliency Plans (CWRPs). As a result, no funding was available for Phase 2 wildfire mitigation projects during this intake.
- CanExport Funding: Working with a consultant and the Southeast Regional Service Commission (SERSC) Economic Development Dept to develop community and investment data sheets in support of the CanExport funding application.

- Community Infrastructure Grant (Western Communities Foundation)- Applied for funds to construct dug outs (bunkers) at the Riverside-Albert ball field.

FUNDY ALBERT SIGNAGE

Tree has been removed. The bases are to be installed the week of Oct 12th and allow them a week to cure, putting our install of the sign later the week of the 19th, or early the week of the 26th.



BY-LAWS AND POLICIES

- Review of By-Laws – As part of our ongoing efforts to ensure our municipal by-laws remain current and enforceable
- Human Resources Manual/Policy was completed by McAdvisory Group.
- Dog control by-law – It was recommended by NBSPCA to revamp the by-law-presenting at the October 20th meeting.
- Solid Waste Management Bylaw in the works

Projects/Updates

Alma Water

Operationally everything is working well.

Alma Wastewater Lagoon – Actuator Valve Failure

Manual operation of the Alma wastewater lagoon discharge valve is continuing following approval from the Department of Environment and Local Government. Staff are operating the valve in accordance with the approved tidal discharge requirements while the permanent replacement is outstanding.

The new valve will be here in the next couple of weeks

Riverside-Albert Water System

The main reservoir cleaning remains planned for spring 2027 – This will need to be included in budget

Work is also progressing to establish permanent legal access to the reservoir site. Easement agreement with WH Forestry is completed. Currently working with Nature Conservancy of Canada with negotiations continuing for the remaining required access.

Hillsborough Water Exploration

Two test wells were drilled last week, each with a preliminary estimated yield of approximately 50 gpm based on the well drillers' initial estimates. This is lower than we were targeting, so Englobe is currently evaluating options with our Hydrogeologist for the recommended next steps.

Englobe will provide a short letter within the next 1–2 weeks summarizing the preliminary drilling results and our recommendations. At that point, we should also be in a better position to confirm the anticipated timing and costs going forward.

Hillsborough Outfall Project

Working on the proposal the re-tendering and project management, we expect that this will move relatively quick to issue requests for quotations to the Contractors we believe have specialized equipment for the marsh environment. We will also include the current bidder to be fair.

On this project, we are still waiting for the License of Occupation from the province which permits work on provincial crown land where the outfall is located.

Trails

on the Grey Brook Trail bridge project is progressing, just coordinating with techno post for screw piles and the bridge delivery.

Staff are also continuing to address maintenance needs at Crooked Creek Lookout following vandalism to the outhouses. Doors have been ordered and should be received soon

Library Sign

The new sign for the library has been installed.

Asset Retirement Obligation Assessment

The Draft report has been received. Administration is currently reviewing.

PMHP – Scenic Drive

The Scenic Drive shoulder and swale improvement project commenced on October 14th with the anticipated completion date of October 28th.

Water and Wastewater Capacity Analysis

The rest of the report will follow in the coming weeks.

Young Street – Hillsborough

The report has been received in regards to the proposed Young Street development . In summary, the development appears to have a relatively small impact on the existing municipal systems. Based on the assumptions used, both the water supply system and lagoon have sufficient capacity to accommodate the proposed development.

The existing sanitary sewer system is already susceptible to wet-weather impacts due to inflow and infiltration, and the proposed development would add a relatively small amount of flow to this existing condition. The identified wet-weather concerns are primarily related to existing system conditions rather than the proposed development itself; as a result, they recommend that the Village focus on measures to reduce inflow and infiltration.

Based on the review, they are not recommending that the development be restricted on the basis of municipal water or wastewater capacity.

As a final note, they were also unable to assess fire flow requirements because no fire protection calculation was provided by the developer; however, obtaining this information would primarily assist the Municipality and fire department in understanding the level of fire protection available at the site and would not affect the assessment of the municipal water and wastewater capacity available to service the proposed development.

I have notified Plan 360 and currently waiting for them to start the rezoning process.

Lower Coverdale Pump Track

Project is completed! The group will be doing landscaping next year.









Date: October 14th, 2026

Department: Finance

Brief

2024 Audit

As per our last conversation, EY has not received any further response from Ascend regarding access to the 2023 audit files. As a result, EY expects that additional audit procedures will be required to validate the opening capital asset and balance sheet balances, which will extend the audit timeline delivery of 1-2 weeks, and could potentially result in additional costs.

E6 has documentation that may assist EY with this additional work. We will provide as much support and documentation as possible to help reduce the additional audit effort, cost, and potential delays.

Income Statements/Bank Balance

Please see below for balances as of September 30th, 2026:

General (Appendix I – General Monthly Budget Report – September 2026)

- Available Bank Balance: \$978,679
- Net Income/Loss: \$691,424

Alma Utility (Appendix II – Alma Utility Monthly Budget Report – September 2026)

- Available Bank Balance: \$54,217 - plus \$50,000 overdraft
- Net Income/Loss: \$172,459

Hillsborough Utility (Appendix III – Hillsborough Utility Monthly Budget Report – September 2026)

- Available Bank Balance: \$263,367
- Net Income/Loss: \$295,688

Riverside-Albert Utility (Appendix IV – Riverside-Albert Utility Monthly Budget Report – September 2026)

- Available Bank Balance: \$210,211
- Net Income/Loss: \$188,099

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

Receivables

Finance is currently in the process of billing for Hillsborough Utility 3rd Quarter and, Alma and Riverside-Albert Utility 4th Quarter Billing.

See chart below for updated collection efforts:

Department	61-90 (08/26)	61-90 (09/26)	91+ (08/26)	91+ (09/26)	Arrears*
Alma Utility	48,046	132	21,239	46,652	10,002
Riverside-Albert Utility	20,796	-	18,528	27,881	44,555
Hillsborough Utility	80,988	118	56,183	73,494	16,776
General	75	294	36,680	36,691	-

*Arrears – These amounts have been sent to collections/services disconnected

**Credits were removed from report to show more accurate picture of receivables

Fundy Albert – September 2026 Executive Summary

Year-to-date snapshot across all four funds (9 of 12 months = 75% pace target)

Fund	Yearly Budget	YTD Revenue	YTD Expenses	Surplus / (Deficit)	Rev % Utilized	Exp % Utilized
GO - General Operating	\$7,203,312	\$5,613,065	\$4,921,640	\$691,424	78%	68%
AU - Alma Utility	\$436,149	\$347,191	\$174,732	\$172,459	80%	40%
HU - Hillsborough Utility	\$797,102	\$614,642	\$318,954	\$295,688	77%	40%
RAU - Riverside-Albert Utility	\$462,138	\$383,726	\$195,627	\$188,099	83%	42%
TOTAL (All Funds)	\$8,898,701	\$6,958,623	\$5,610,953	\$1,347,670	78%	63%

GO - General Operating

- Revenue tracking: On pace at 78% (\$5.61M of \$7.20M). Warrant, Fiscal Capacity Funding and the Utility Fund transfer are all at 75% of budget. Recycling (83%), Construction (97%), Community Centre (155%) and Swimming Pools (156% — strong swimming lesson participation) are ahead of target; Skating Rink at 48% (arena open 6 months annually) and Interest at 65% (lower cash balance). Unbudgeted revenue includes Firesmart funding (\$93K), Demolition permits (\$34K), Miscellaneous (\$37K — HFD rescue truck reimbursement and Alma Gazebo donation) and \$40K LG deferred revenue. Have not yet recorded Operating Reserve (\$100K, no reason to withdraw).
- Expense tracking: Under pace at 68% (\$4.92M of \$7.20M). General Government (82%) above target on annual/one-time costs (Assessment Service Fee 100%, External Audit 100%, Other Admin Services 98%, HR Other 97%) and Accounting: Other at 193% for e6 (offset by vacant positions and \$40K deferred revenue). Protective Services (65%) and Transportation Services (66%) below pace — RCMP and Fire Contractual Agreement on target at 75%, but Firefighting Personnel 7%, Fire Alarm Systems 20%, Fighting Equipment 34%, Summer Maintenance DTI 33% and Bridges 0%. Environmental Health (75%), Public Health (75%), Environmental Development (73%) and Recreation & Cultural (74%) all on target. Fiscal Services (28%) materially below pending November/December debenture cheques and the \$157K capital reserve transfer.
- Key items: \$691K YTD surplus. Snow & Ice Removal private contract at 71% (6 months of expense, extra sand); Street Lights: Power at 80% on the April 1 rate increase. Vacant Councillor seat and Acting CAO coverage (Manager, Administrator: Personnel 52%) continue to reduce personnel spend. Firesmart program (\$68K spent vs. \$93K funded) and grant/donation-funded one-offs (Alma Gazebo tables, picnic tables & bins, hall chairs & tables, pool drain replacement) are largely offset by matching revenue.

AU - Alma Utility

- Revenue tracking: Above pace at 80% (\$347K of \$436K), now includes the prior-year surplus. Q3 water (77%) and wastewater (70%) billing completed; Unconditional Transfer received in full (\$30K, 100%); Interest at 70%.
- Expense tracking: Under pace at 40% (\$175K of \$436K). Water Supply 53% and Wastewater Disposal 48% — underspend reflects quarterly admin billing (63% / 57%) plus unused contingency lines (Purification 36%, Transmission & Distribution 37%, Wastewater Collection 5%, Treatment 34%). Power & Pumping at 33% as new facilities only recently came online. Fiscal Services 14%, with debenture interest ~50%, principal installments only 9-10% and the \$30K short-term borrowing interest not yet incurred.
- Key items: \$172K YTD surplus — largely timing, not structural savings. Source of Supply is over budget at 335% (\$3,776 of \$1,126) from annual property tax plus \$2,674 insurance on the new well. Principal installments, short-term borrowing interest and the \$9.9K Capital Wastewater Fund transfer still pending.

HU - Hillsborough Utility

- Revenue tracking: At pace at 77% (\$614K of \$797K), now includes surplus and reserve use not necessary. Q3 billing to September 30, 2026 is now recorded — water (79%) and wastewater (79%) both ahead of target. Interest revenue at 224% of budget (\$14.6K of \$6.5K) — favourable variance. Water Supply (Fire) received in full (\$8,280, 100%). The Operating Reserve Fund (\$46K) has not been drawn.
- Expense tracking: Under pace at 40% (\$319K of \$797K). Water Supply 38%, with the Source of Supply water exploration project still in planning phase (24% of \$196K) and Purification at 28%; Power & Pumping at 90% on annual generator maintenance and repairs. Wastewater Disposal 46% — Lift Station 36% (contingency not yet used) and Treatment 40% (diffusers \$13.3K, blower repair \$3.2K, duckweed treatment \$3.25K). Fiscal Services 37% — debenture interest 51% and principal 58% recorded; \$67.8K Capital Water Fund transfer not used.
- Key items: \$296K YTD surplus, now the largest of the three utilities with the Q3 billing lag cleared. The water exploration project (~\$149K of budget remaining), lift station maintenance and the \$67.8K Capital Water Fund transfer remain the main outstanding spend commitments.

RAU - Riverside-Albert Utility

- Revenue tracking: Above pace at 83% (\$383K of \$462K), now includes the prior-year surplus. Q3 water and wastewater billing recorded across all customer classes (residential 75%, commercial 70-71%, institutional 75%), and annual-billed categories are invoiced in full (Industrial, Own Government, Wastewater Own Govt., Water Supply (Fire) \$5,000). Interest revenue strong at 103%.
- Expense tracking: Under pace at 42% (\$196K of \$462K). Water Supply 65% — Purification Treatment at 77% plus a \$4,477 EXP invoice, Source of Supply 66%, Power & Pumping 62% on completed generator maintenance. Wastewater Disposal 48%, with Lift Station at 31% (auto dialer purchase ~\$7K this fall) and Treatment at 28% (duckweed treatment ~\$1.9K in October). Fiscal Services 12%: principal installments at 0% on both water and wastewater debt, and the \$77.7K Capital Wastewater Fund transfer not used.
- Key items: \$188K YTD surplus — largely timing, not structural savings. Principal installments (\$44K combined) and the \$77.7K capital fund transfer will more than absorb it in the balance of the year. Contingency lines in wastewater collection (10%) remain unused.

Fundy Albert General

Budget vs Actual

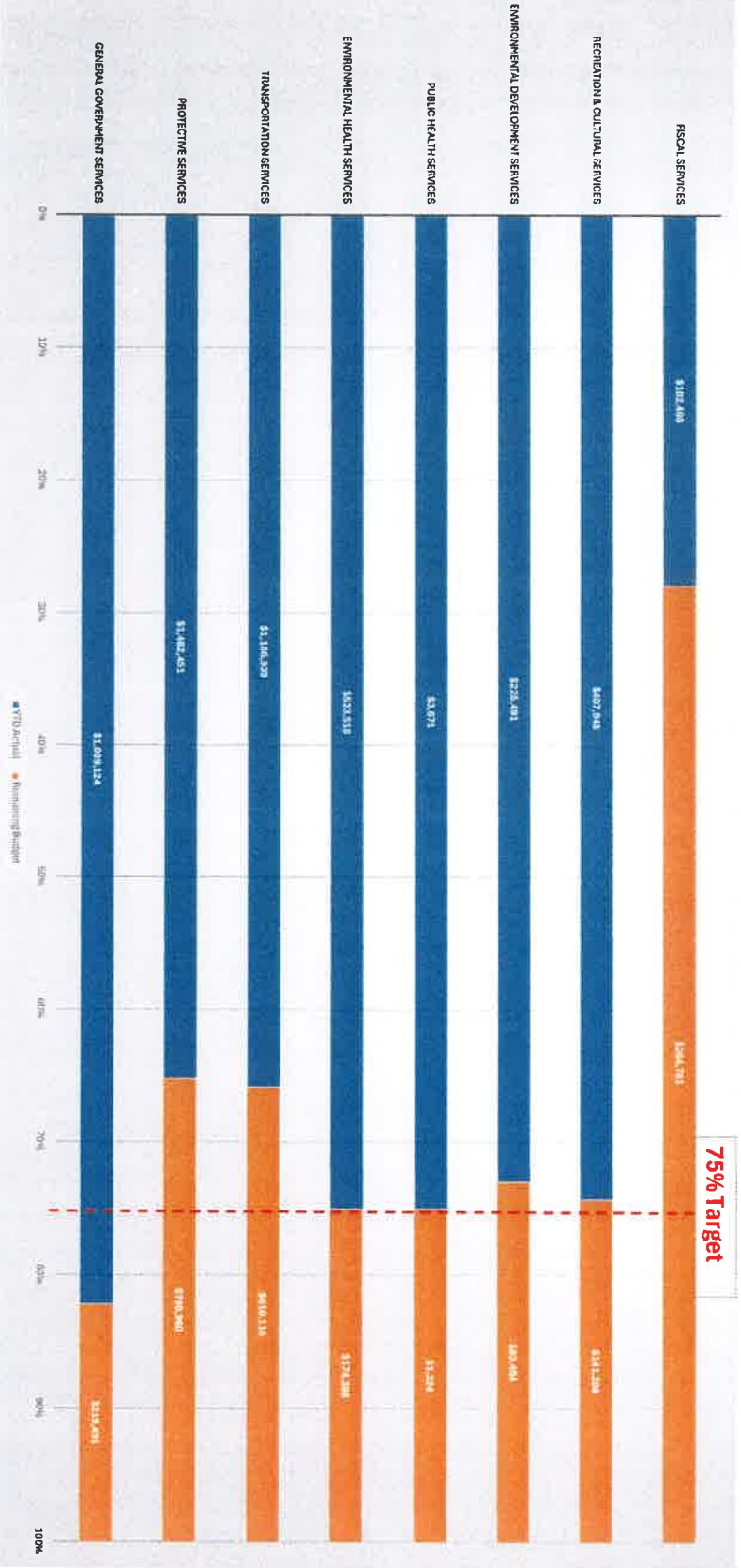
September 30, 2026

Target:

75%

GO - SEPT: Expense Subtotals -- Budget vs YTD

Category	YTD Actual	Remaining Budget	Yearly Budget	% Used
General Government Services	\$1,009,124	\$219,491	\$1,228,615	82.1%
Protective Services	\$1,462,451	\$780,960	\$2,243,411	65.2%
Transportation Services	\$1,186,939	\$616,116	\$1,803,055	65.8%
Environmental Health Services	\$523,518	\$174,398	\$697,916	75.0%
Public Health Services	\$3,671	\$1,224	\$4,895	75.0%
Environmental Development Services	\$225,491	\$83,494	\$308,985	73.0%
Recreation & Cultural Services	\$407,948	\$141,208	\$549,156	74.3%
Fiscal Services	\$102,498	\$264,781	\$367,279	27.9%



Fundy Albert General

Budget vs. Actual

September 30, 2026

Target:

75%

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
REVENUE					
Warrant		5,809,732	4,357,299	75%	Target to be at or above 75%
Fiscal Capacity Funding		348,977	261,733	75%	
Fire (to Rural District)	1.3.2.2.4	18,696	18,696	100%	Received Total Allocation
Roads & Streets (4,574 Lane Km)	1.3.2.3.3	11,321	7,547	67%	
Fire Services: Other			12,555		DNR revenue
Recycling Products	1.4.4.3.9	92,636	76,836	83%	
Community Centre (Hall)	1.4.7.1.2	13,000	20,160	155%	
Swimming Pools, Beaches, Marinas	1.4.7.1.3	6,000	9,372	156%	Strong Swimming Lesson Participation
Skating Rink & Arena	1.4.7.1.5	135,000	64,647	48%	Arena Open 6 Months Annually
Cultural Buildings & Facilities	1.4.7.2.1	24,120	14,760	61%	
Construction (including RSC)	1.5.1.7.3	45,000	43,865	97%	Receive Revenue Quarterly - Delay in Receiving 3rd Quarter
Building Permits: Demolition	1.5.1.7.5		33,893		
Structures, Other	1.5.3.2.8	16,362	11,482	70%	
Interest on Investments	1.5.5.2.1	24,000	15,483	65%	Decrease in Cash Balance
Miscellaneous, Other					HFD reimbursement for Rescue truck work \$17,788 -
Unconditional Transfers (Federal)			36,662		expensed in Fighting Equipment 2.2.4.3.4, Donation \$15,341
Unconditional Transfers (Other)					for New Table and benches in Alma Gazebo
Conditional Transfers (Federal)	1.7.1.9.8	7,986	26,348	330%	Celebrate Canada Day, Summer/Trans Canada Trail Care
Conditional Transfers (Other)	1.7.5.2.9	1,917	1,000	52%	Grant, Canada Works, Data Sheet Funding

Fundy Albert General

Budget vs. Actual

September 30, 2026

Target:

75%

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
			6,057		SEED Funding
			16,375		Grant for Picnic tables, benches, garbage bins Expensed
			40,000		2.6.9.1.2 \$6,008 + 2.7.1.8.9 \$6,008 + 2.7.1.2.9 \$3,374
					Deferred Revenue - LG - Accounting
			93,197		Firesmart Funding - Charged Through Other General
			20,000		Administration Services
			151,778	82%	Funding for Swimming Pool Upgrades
Surplus from Previous Year	1.9.1.1.1	184,367			Pending 2024 audit results
Operating Reserve	1.9.1.2.1	100,000	-	0%	Healthy Operating - No Reason to Withdraw
Utility Fund	1.9.2.1.1	363,511	272,633	75%	Billed Quarterly
Adjustment for payment in lieu of taxes (PILT)	1.9.9.1.1	687	687	100%	Annual Revenue
TOTAL REVENUE		7,203,312	5,613,065	78%	
EXPENSES					
GENERAL GOVERNMENT SERVICES					
Mayor: Personnel	2.1.1.1.1	42,172	30,000	71%	
Mayor: Other	2.1.1.1.9	9,500	4,354	46%	
Councillors: Personnel	2.1.1.3.1	130,130	88,599	68%	1 Councillor Seat Formally Vacant
Councillors: Other	2.1.1.3.9	8,000	4,589	57%	Low Expenses Submitted
Development Seminars	2.1.1.4.1	3,500	3,696	106%	One time expenses - Council Training
Other Legislative Costs	2.1.1.9.9	3,500	1,758	50%	
			3,000		Development of Water and Sewer By-Law - Funded
			5,000		Includes Employee Policy Review - Funded through LG

Target to be at or below 75%

Fundy Albert General

Budget vs. Actual

September 30, 2026

Target:

75%

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
Manager, Administrator: Personnel	2.1.2.1.1	123,549	64,206	52%	Acting CAO in Clerk Budget line
Manager, Administrator: Other	2.1.2.1.2	2,500	2,289	92%	Includes Trips to Meet w/ Ministers w/ Mayor
Clerk: Personnel	2.1.2.1.3	141,828	108,108	76%	
Human Resources: Other	2.1.2.1.5	11,692	11,381	97%	PW Tracking Program Per Budget
Office Building	2.1.2.1.7	128,027	94,473	74%	
Legal Services	2.1.2.1.8	60,000	30,174	50%	Legal Low
Other Administrative Services	2.1.2.1.9	37,920	37,063	98%	Majority of Budget - Worksafe NB Annual Fees & Voyent Alert Subscription
Financial Management, Administration: Personnel	2.1.2.2.1	69,892	31,341	45%	
Accounting: Personnel	2.1.2.2.3	62,306	46,301	74%	
Accounting: Other	2.1.2.2.4	15,000	29,000	193%	e6 - To be offset with savings from vacant positions e6 - Offset by Deferred Revenue
External Audit: Audit Fees	2.1.2.2.6	25,000	25,000	100%	Interim Invoice from EY
Purchasing: Other	2.1.2.2.8	99,714	64,135	64%	HST Expense/ September HST Rebate Completed in October
Civic Relations	2.1.2.5.2	5,000	3,681	74%	
Training & Development	2.1.2.5.9	17,500	6,902	39%	
Assessment Service Fee	2.1.2.9.1	133,724	133,724	100%	Annual One-Time Cost (June)
Regional & Collaborative Services (RSC)	2.1.2.9.2	7,415	5,561	75%	
Other General Administration Services			138		Items Funded through Grants
			1,184		Firesmart Program Funded Through Line 1.7.5.2.9
Conventions & Delegations	2.1.2.9.3	7,500	67,867	25%	
Liability Insurance	2.1.2.9.4	54,646	1,842	25%	
			38,978	71%	

Fundy Albert General

Budget vs. Actual

September 30, 2026

Target:

75%

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
Municipal Association Membership	2.1.2.9.5	11,600	8,931	77%	UMNB & FCM & MPWWA for 2026
Other, Grants	2.1.9.5.9	17,000	15,850	93%	Community Grants Paid/Sponsorship Left
TOTAL GENERAL GOVERNMENT SERVICES		1,228,615	1,009,124	82%	
PROTECTIVE SERVICES					
RCMP	2.2.1.9.4	1,119,794	839,846	75%	Billed Quarterly
Firefighting Force: Personnel	2.2.4.2.1	86,258	6,106	7%	
Firefighting Force: Other	2.2.4.2.9	57,085	33,276	58%	Budget Line Consists of One-Off Expenses
Fire Alarm Systems	2.2.4.3.1	58,032	11,850	20%	No Repair Replacements Purchased
Water Cost	2.2.4.3.2	13,280	13,280	100%	Billed Annually
Station & Building	2.2.4.3.3	88,019	41,579	47%	
Fighting Equipment	2.2.4.3.4	242,449	82,267	34%	Minimal Equipment Purchased W/Budget
Fire Investigation	2.2.4.4.2	2,000	-	0%	
Fire Prevention	2.2.4.4.3	3,500	2,801	80%	Annual One-Time Costs
Fire Training & Development	2.2.4.6.9	15,875	11,874	75%	
Fire Contractual Agreement with Other LG	2.2.4.9.1.1	417,702	313,277	75%	Billed Quarterly
Other EMO Services	2.2.5.9.9	13,320	2,837	21%	Contingency Not Used
By-Law Enforcement: Other	2.2.9.1.9	106,490	88,754	83%	Full year of By-Law Invoices paid
Animal & Pest Control: Other	2.2.9.4.9	18,336	13,752	75%	1st, 2nd & 3rd Quarter Invoice
Regional Public Safety Committee (RSC)	2.2.9.7.1	1,271	953	75%	
TOTAL PROTECTIVE SERVICES		2,243,411	1,462,451	65%	

Fundy Albert General

Budget vs. Actual

September 30, 2026

Target:

75%

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
TRANSPORTATION SERVICES					
Common Services Administration: Personnel	2.3.1.1.1	268,543	189,120	70%	
Common Services Administration: Other	2.3.1.1.9	4,140	2,692	65%	
Workshops, Yards & Other Buildings: Personnel	2.3.1.5.1	423,670	301,491	71%	71% of On-Call Budget Used to Date
General Equipment	2.3.1.5.3	189,894	90,904	48%	
Workshops, Yards & Other Buildings: Other	2.3.1.5.9	55,643	36,650	66%	
Summer Maintenance: Private Contract	2.3.2.3.2.1	279,000	182,984	66%	
Summer Maintenance: DTL	2.3.2.3.2.2	28,213	9,404	33%	
Sidewalks	2.3.2.3.3	6,000	984	16%	
Culverts & Drainage Ditches	2.3.2.3.4	95,975	62,541	65%	
Snow & Ice Removal: Private Contract	2.3.2.3.8.1	276,638	197,686	71%	6 Months Expense - Extra Sand Required
Snow & Ice Removal: DTL	2.3.2.3.8.2	63,630	42,418	67%	
Bridges, Viaduct, Causeway & Grade Separations	2.3.2.4.9	20,000	-	0%	
Street Lights: Power	2.3.2.5.2	82,397	65,924	80%	Increase in rates April 1, 2026
Street Signs	2.3.2.6.1	7,500	2,782	37%	
Regional Transport: Contribution to RSC	2.3.3.3.1	1,812	1,359	75%	
TOTAL TRANSPORTATION SERVICES		1,803,055	1,186,939	66%	
ENVIRONMENTAL HEALTH SERVICES					
Collection: RSC	2.4.3.2.9	592,260	444,195	75%	
Disposal: Tipping Fees (RSC)	2.4.3.3.2	105,656	79,323	75%	
TOTAL ENVIRONMENTAL HEALTH SERVICES		697,916	523,518	75%	

Fundy Albert General

Budget vs. Actual

September 30, 2026

Target:

75%

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
PUBLIC HEALTH SERVICES					
Public Health: Other	2.5.1.9.1	4,895	3,671	75%	
TOTAL PUBLIC HEALTH SERVICES		4,895	3,671	75%	
ENVIRONMENTAL DEVELOPMENT SERVICES					
Local Planning: Contribution to RSC	2.6.1.1.2	219,849	164,887	75%	
Beautification & Rehabilitation of Lands	2.6.2.1.3	14,900	5,946	40%	Budget Line Consists of One-Off Expenses
Tree Removal & Planting	2.6.2.2.1	5,000	1,570	31%	
Natural Resources Development: Other	2.6.2.2.9	4,750	-	0%	
Tourist Bureau	2.6.9.1.1	30,017	21,612	72%	Summer Staff/VIC Costs
Tourist Camps, Parks, Etc	2.6.9.1.2	8,966	3,933	44%	
			13,911		New Table and benches in Alma Gazebo - Funded through Donations
Promotion of Tourist Attraction	2.6.9.1.3	250	-	0%	New Picnic Tables & Garbage Bins - Funded by RDC
Tourism: Contribution to RSC	2.6.9.1.8	1,266	949	75%	
Community Development: Contribution to RSC	2.6.3.1.1	3,987	2,990	75%	
Economic Development Administration: Other	2.6.7.1.2	20,000	3,684	18%	
TOTAL ENVIRONMENTAL DEVELOPMENT SERVICES		308,985	225,491	73%	

Fundy Albert General

Budget vs. Actual

September 30, 2026

Target:

75%

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
RECREATION & CULTURAL SERVICES					
Recreation Administration: Other	2.7.1.1.9	17,000	14,729	87%	Funding of \$8,000 in Unconditional Federal Transfers for Canada Day
Community Centres & Halls: Other	2.7.1.2.9	82,903	57,384	69%	Prop. Tax Paid
			4,857		New Chairs & Tables - Funded by RDC
Swimming Pools, Beaches, Marinas: Personnel	2.7.1.3.1	27,532	24,616	89%	
Swimming Pools, Beaches, Marinas: Other	2.7.1.3.1	31,856	29,283	92%	Stripping and Painting Pool
					Remove and replace drains in pool - Received \$20,000 from RDC Line 1.7.5.2.9
Skating Rinks & Arenas: Personnel	2.7.1.5.1	114,457	21,525		
			64,181	56%	Open During Winter Months
Skating Rinks & Arenas: Other	2.7.1.5.9	176,567	116,575	66%	
Parks & Playgrounds: Personnel	2.7.1.8.1	21,572	12,662	59%	Did not Hire for Third Position
Parks & Playgrounds: Other	2.7.1.8.9	12,371	5,220	42%	
			9,232		New Picnic Tables & Garbage Bins - Funded by RDC
Cultural Buildings & Facilities: Other	2.7.2.2.9	16,478	14,068	85%	Prop. Tax Paid
Museums: Other	2.7.2.4.9	10,120	8,402	83%	Prop. Tax Paid
Libraries: Other	2.7.2.5.9	37,054	24,287	66%	
Other Recreation: Contribution to RSC	2.7.5.1.1	1,246	927	74%	
TOTAL RECREATION & CULTURAL SERVICES		549,156	407,948	74%	
FISCAL SERVICES					
Interest on Long Term Debt	2.8.1.1.1	35,869	4,702	13%	Post dated cheques for these only in months of May, June, November and December
Principal Installments	2.8.1.1.2	91,000	20,000	22%	
Short Term Interest for Capital Projects	2.8.1.1.6	63,210	62,373	99%	Lease Payments Budgeted Until End of June

Fundy Albert General

Target:

75%

Budget vs. Actual

September 30, 2026

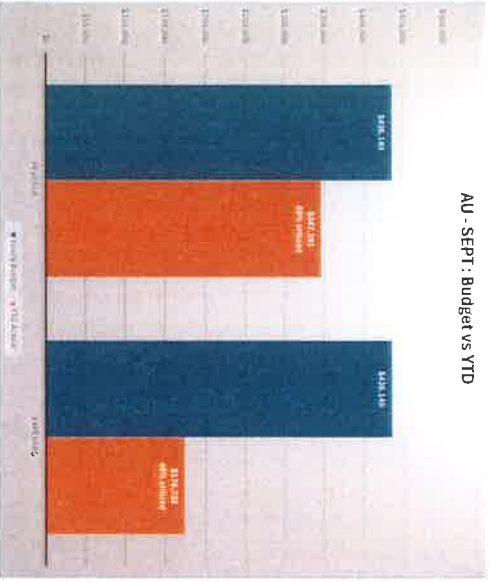
Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
Cost of Issing & Selling New Debentures	2.8.1.9.2	12,000	9,000	75%	Debenture for RAFD Truck Loan
Banking Service Charge	2.8.1.9.3	8,000	6,423	80%	
Transfer to Capital Reserve	2.8.2.1.1	157,200	-	0%	
TOTAL FISCAL SERVICES		367,279	102,498	28%	
TOTAL EXPENSES		7,203,312	4,921,640	68%	
SURPLUS (DEFICIT)		-	691,424		

Utility Funds – SEPT: Revenue & Expenses (Budget vs YTD)

AU - SEPT (Alma Utility)

Category	Yearly Budget	YTD Actual	% Utilized
Revenue	\$436,149	\$347,191	80%
Expenses	\$436,149	\$174,732	40%

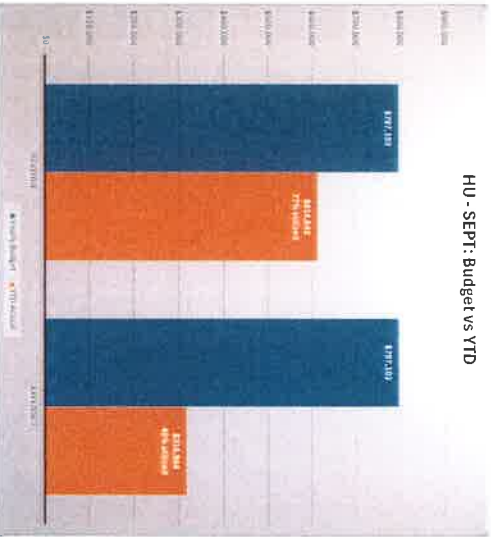
AU - SEPT: Budget vs YTD



HU - SEPT (Hillborough Utility)

Category	Yearly Budget	YTD Actual	% Utilized
Revenue	\$797,102	\$514,642	77%
Expenses	\$797,102	\$318,954	40%

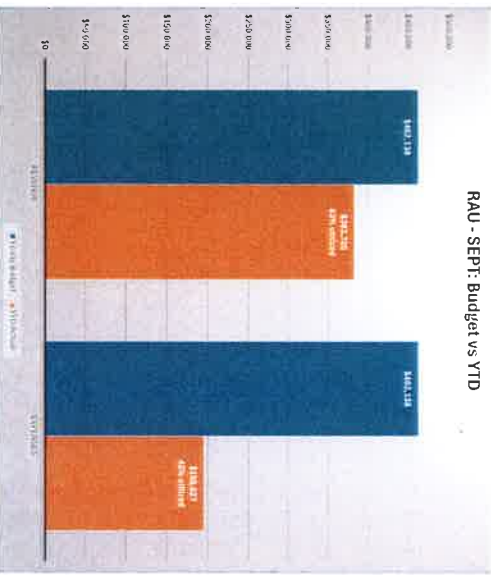
HU - SEPT: Budget vs YTD



RAU - SEPT (Riverside-Albert Utility)

Category	Yearly Budget	YTD Actual	% Utilized
Revenue	\$462,138	\$383,226	83%
Expenses	\$462,138	\$193,627	42%

RAU - SEPT: Budget vs YTD



Riverside-Albert Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
REVENUE					
Sale of Water: Residential	1.4.4.1.1	111,216	83,589	75%	3rd Quarter Billing
Sale of Water: Commercial	1.4.4.1.2	10,192	7,255	71%	3rd Quarter Billing
Sale of Water: Industrial	1.4.4.1.3	8,607	8,607	100%	Billed for the Year
Sale of Water: Institutional	1.4.4.1.4	65,318	48,989	75%	3rd Quarter Billing
Sale of Water: Own Government	1.4.4.1.5	3,854	3,854	100%	Billed for the Year
Wastewater Disposal: Residential	1.4.4.2.1	66,384	49,548	75%	3rd Quarter Billing
Wastewater Disposal: Commercial	1.4.4.2.2	7,728	5,430	70%	3rd Quarter Billing
Wastewater Disposal: Institutional	1.4.4.2.4	50,408	37,806	75%	3rd Quarter Billing
Wastewater Disposal: Own Govern.	1.4.4.2.5	620	620	100%	Billed for the Year
Connection & Service Charge	1.4.4.5.1	-	-	-	-
Interest	1.5.6.2.1	3,567	3,683	103%	3rd Quarter Billing
Water Supply (Fire)	1.5.7.2.0	5,000	5,000	100%	Annual Billing
Misc. Other	1.5.9.5.9	-	20	-	-
Unconditional Transfer: Other Government	1.6.3.0.0	-	-	-	-
Combined Surplus from Second Previous	1.9.1.1.4	129,244	129,325	100%	Pending 2024 audit results
TOTAL REVENUE		462,138	383,726	83%	

Riverside-Albert Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
EXPENSES					
Water Supply - Administration: Other	2.4.1.1.9	93,361	58,404	63%	Utility Billed Quarterly
Purification Treatment: Other	2.4.1.2.9	31,287	24,246	77%	EXP Invoice Motion
Source of Supply: Other	2.4.1.3.9	28,032	18,528	66%	
Transmission & Distribution: Other	2.4.1.4.9	27,780	12,064	43%	Contingency Not Used
Power & Pumping: Other	2.4.1.5.9	17,369	10,774	62%	Gen. Maintenance Completed
Water Supply - Other	2.4.1.9.9	-	292	-	Dehumidifier - RA Office
WATER SUPPLY		197,829	128,785	65%	
Wastewater Disposal - Administration: Other	2.4.2.1.9	63,261	38,304	61%	Utility Billed Quarterly
Wastewater Collection: Other	2.4.2.2.9	10,000	1,034	10%	Contingency Not Used
Wastewater Lift Station: Other	2.4.2.3.9	20,356	6,380	31%	Purchasing Auto Dialer in Fall (\$7K)
Wastewater Treatment & Disposal	2.4.2.4.9	5,769	1,596	28%	Duckweed Treatment Purchased in Oct - \$1.9K
Wastewater Disposal - Other	2.4.2.9.9	-			
WASTEWATER DISPOSAL		99,386	47,314	48%	
Wastewater Disposal - Interest on Long Term Debt	2.8.5.1.1	4,123	2,061	50%	Post dated cheques for these only in months of May,
Wastewater Disposal - Principal Installments	2.8.5.1.2	9,500		0%	June, November and December

Riverside-Albert Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
Water Supply - Interest on Long Term Debt	2.8.6.1.1	34,063	16,726	49%	Post dated cheques for these only in months of May, June, November and December
Water Supply - Principal Installments	2.8.6.1.2	34,500		0%	
Water Supply - Interest on Short Term Borrowing	2.8.6.1.4	5,000	516	10%	
Deficit from 2nd previous year	2.8.7.5.3	-			
Capital Water Fund	2.8.7.6.1	-			
Operating Water Reserve	2.8.7.6.2	-			
Capital Wastewater Fund	2.8.7.6.3	77,737	-	0%	
Operating Wastewater Reserve	2.8.7.6.4	-			
Cost of Issuing & Selling of New Debentures	2.8.6.9.1	-	224		
FISCAL SERVICES		164,923	19,528	12%	
TOTAL EXPENSES		462,138	195,627	42%	
SURPLUS (DEFICIT)		\$ -	\$ 188,099		

Hillsborough Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
REVENUE				Target to be at or above 75%	
Sale of Water: Residential	1.4.4.1.1	297,976	234,948	79%	3rd Quarter Billing - September 30, 2026
Sale of Water: Commercial	1.4.4.1.2	-			
Sale of Water: Own Government	1.4.4.1.5	-			
Wastewater Disposal: Residential	1.4.4.2.1	314,924	249,339	79%	3rd Quarter Billing - September 30, 2026
Wastewater Disposal: Commercial	1.4.4.2.2	-			
Wastewater Disposal: Own Govern.	1.4.4.2.5	-			
Connection & Service Charge	1.4.4.5.1	-	500		
Interest	1.5.6.2.1	6,500	14,589	224%	
Water Supply (Fire)	1.5.7.2.0	8,280	8,280	100%	Annual Billing
Misc. Other	1.5.9.5.9	200	160	80%	
Unconditional Transfer: Other Government	1.6.3.0.0	-			
Combined Surplus from Second Previous	1.9.1.1.4	123,222	106,826	87%	Pending 2024 audit results
Operating Reserve Fund	1.9.1.2.1	46,000	-	0%	Healthy Operating - No Reason to Withdraw
TOTAL REVENUE		797,102	614,642	77%	

Hillsborough Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
EXPENSES					
Water Supply - Administration: Other	2.4.1.1.9	101,891	60,319	59%	Utility Billed Quarterly
Purification Treatment: Other	2.4.1.2.9	28,328	8,023	28%	Contingency Not Yet Used
Source of Supply: Other	2.4.1.3.9	195,631	46,450	24%	Water Exploration Project Planning Phase
Transmission & Distribution: Other	2.4.1.4.9	27,401	11,086	40%	Contingency Not Used
Power & Pumping: Other	2.4.1.5.9	18,217	16,447	90%	Annual Generator Maintenance & Repairs
Water Supply - Other	2.4.1.9.9	-			
WATER SUPPLY		371,468	142,325	38%	
Wastewater Disposal - Administration: Other	2.4.2.1.9	69,759	40,219	58%	Utility Billed Quarterly
Wastewater Collection: Other	2.4.2.2.9	20,000	9,429	47%	Contingency Not Used
Wastewater Lift Station: Other	2.4.2.3.9	47,967	17,295	36%	Contingency Not Yet Used
Wastewater Treatment & Disposal	2.4.2.4.9	81,353	32,899	40%	Purchasing Diffusers \$13.3K, Repairing Blower \$3.2K, Purchase Duckweed Treatment \$3.25K
Wastewater Disposal - Other	2.4.2.9.9	-			
WASTEWATER DISPOSAL		219,079	99,842	46%	
Wastewater Disposal - Interest on Long Term Debt	2.8.5.1.1	54,753	27,787	51%	Post dated cheques for these only in months of May,
Wastewater Disposal - Principal Installments	2.8.5.1.2	84,000	49,000	58%	June, November and December
Water Supply - Interest on Long Term Debt	2.8.6.1.1	-			

Hillsborough Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
Water Supply - Principal Installments	2.86.1.2	-			
Water Supply - Interest on Short Term Borrowing	2.8.6.1.4	-			
Deficit from 2nd previous year	2.8.7.5.3	-			
Capital Water Fund	2.8.7.6.1	67,802	-	0%	
Operating Water Reserve	2.8.7.6.2	-			
Capital Wastewater Fund	2.8.7.6.3	-			
Operating Wastewater Reserve	2.8.7.6.4	-			
FISCAL SERVICES		206,555	76,787	37%	
TOTAL EXPENSES		797,102	318,954	40%	
SURPLUS (DEFICIT)		\$ -	\$ 295,688		

Alma Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
REVENUE					
Sale of Water: Residential	1.4.4.1.1	205,766	159,060	77%	3rd Quarter Billing
Sale of Water: Commercial	1.4.4.1.2	-			
Sale of Water: Own Government	1.4.4.1.5	-			
Wastewater Disposal: Residential	1.4.4.2.1	132,183	92,378	70%	3rd Quarter Billing
Wastewater Disposal: Commercial	1.4.4.2.2	-			
Wastewater Disposal: Own Govern.	1.4.4.2.5	-			
Connection & Service Charge	1.4.4.5.1	-			
Interest	1.5.6.2.1	3,600	2,535	70%	3rd Quarter Billing
Water Supply (Fire)	1.5.7.2.0	-			
Misc. Other	1.5.9.5.9	100	30	30%	
Unconditional Transfer: Other Government	1.6.3.0.0	30,000	30,000	100%	Billed Annually
Combined Surplus from Second Previous	1.9.1.1.4	64,500	63,188	98%	Pending 2024 audit results
Operating Reserve Fund	1.9.1.2.1	-			
TOTAL REVENUE		436,149	347,191	80%	

Alma Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
EXPENSES					
Water Supply - Administration: Other	2.4.1.1.9	92,704	58,070	63%	Utility Billed Quarterly
Purification Treatment: Other	2.4.1.2.9	12,772	4,534	36%	Contingency Not Used
Source of Supply: Other	2.4.1.3.9	1,126	3,776	335%	Prop. Tax Paid for the Year & Insurance for the New Well \$2,674
Transmission & Distribution: Other	2.4.1.4.9	34,404	12,561	37%	Contingency Not Used
Power & Pumping: Other	2.4.1.5.9	23,841	7,818	33%	New Facilities Just Came Online (Power)
Water Supply - Other	2.4.1.9.9	-	-		
WATER SUPPLY		164,847	86,760	53%	
Wastewater Disposal - Administration: Other	2.4.2.1.9	66,245	37,970	57%	Utility Billed Quarterly
Wastewater Collection: Other	2.4.2.2.9	9,000	440	5%	Contingency Not Used
Wastewater Lift Station: Other	2.4.2.3.9	22,625	14,818	65%	Contingency Not Used
Wastewater Treatment & Disposal: Other	2.4.2.4.9	46,892	16,064	34%	Contingency Not Yet Used
Wastewater Disposal - Other		1,513	1,064	70%	
WASTEWATER DISPOSAL		146,275	70,356	48%	
Wastewater Disposal - Interest on Long Term Debt	2.8.5.1.1	10,907	5,475	50%	Post dated cheques for these only in months of May, June, November and December
Wastewater Disposal - Principal Installments	2.8.5.1.2	29,000	3,000	10%	
Water Supply - Interest on Long Term Debt	2.8.6.1.1	12,407	6,141	49%	Post dated cheques for these only in months of May, June, November and December
Water Supply - Principal Installments	2.8.6.1.2	32,800	3,000	9%	
Water Supply - Interest on Short Term Borrowing	2.8.6.1.4	30,000	-	0%	
Deficit from 2nd previous year	2.8.7.5.3	-	-		

Alma Utility

Target: 75%

Budget vs. Actual

September 30, 2026

Line Name	Line #	Yearly Budget Amount	YTD Actual Amount	% Budget Used	Notes
Capital Water Fund	2.8.7.6.1	-			
Operating Water Reserve	2.8.7.6.2	-			
Capital Wastewater Fund	2.8.7.6.3	9,913	-	0%	
Operating Wastewater Reserve	2.8.7.6.4	-			
FISCAL SERVICES		125,027	17,616	14%	
TOTAL EXPENSES		436,149	174,732	40%	
SURPLUS (DEFICIT)		\$ -	\$ 172,459		