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

Present:	Mayor Campbell Councillor Lackey Councillor Elderkin Councillor Cooke Councillor Reid (late) Councillor Davis
Absent:	Councillor Phillips
Staff Present:	Kim Beers – Director, Legislative Services Krista Ronalds – Acting Treasurer

Mayor Campbell acknowledged the tragic accident that occurred the previous evening involving students. On behalf of Council and the residents of Fundy Albert, the Mayor extended sincere condolences to the families of the two students who lost their lives and offered thoughts and prayers to the youth who remains in critical condition, as well as to all families affected by the tragedy.

CALL TO ORDER

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

ADOPTION OF AGENDA

IT WAS MOVED by ***Councillor Lackey*** **and SECONDED by *Councillor Davis* THAT** the agenda be adopted.

MOTION CARRIED (unanimously)

CONFLICT OF INTEREST DECLARATIONS

None

ADOPTION OF THE MINUTES

IT WAS MOVED by ***Councillor Elderkin SECONDED*** by ***Councillor Cooke*****THAT** the Minutes of the Regular Council Meeting held September 1, 2026 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by ***Councillor Elderkin SECONDED*** by ***Councillor Davis*** **THAT** the Minutes of the Special Council Meeting held September 1, 2026 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by ***Councillor Davis SECONDED*** by ***Councillor Lackey*** **THAT** the Minutes of the

Committee of the Whole Meeting held September 15, 2026 be approved.

MOTION CARRIED (unanimously)

IT WAS MOVED by ***Councillor Elderkin SECONDED*** by ***Councillor Lackey* THAT** the Minutes of the Special Council Meeting held September 15, 2026 be approved.

MOTION CARRIED (unanimously)

CONSENT AGENDA

None

PUBIC AND ADMINISTRATIVE PRESENTATIONS

Steeves House Museum

Karla Reynolds appeared before Council on behalf of Heritage Hillsborough and the Steeves House Museum to provide an overview of the organization and the museum's role within the community.

Councillor Reid entered the meeting at 6:09 pm.

Ms. Reynolds provided background on Heritage Hillsborough, its community focus and the operation of the Steeves House Museum. She highlighted the museum's role in preserving and sharing local history, including the history of the Steeves family, as well as its contribution to tourism, community engagement and the local economy.

The presentation also addressed the organization's operations, funding and ongoing efforts to maintain and enhance the museum and its programming. Ms. Reynolds discussed the importance of continued collaboration with the Municipality and outlined some of the operational and building-related needs facing the organization.

Following the presentation, Council asked questions regarding the museum's operating costs, including concerns related to high electricity bills. Council questioned whether Heritage Hillsborough had appealed the increased power costs. Ms. Reynolds advised that smart meters are installed at the property and that the significant increase in electricity costs was noticed following their installation. She further advised that the matter had been appealed; however, the appeal was denied.

Council thanked Ms. Reynolds for the presentation and for the work of Heritage Hillsborough and the Steeves House Museum in preserving and promoting the community's heritage.

Guardian Ecology

Keith MacCallum, Executive Director of Guardian Ecology, appeared before Council to provide an update on the organization's knotweed control and water quality monitoring activities and to present its proposed work for 2027. Guardian Ecology has worked with the Municipality, and previously the Village of Alma, on knotweed control since 2021. The organization is requesting $4,600 from the Municipality for the 2027 knotweed control project, with additional funding and in-kind contributions supporting the overall project.

Mr. MacCallum discussed the ongoing impact of invasive knotweed on local ecosystems and municipal infrastructure, including roads, trails, riverbanks, concrete and building foundations. Guardian Ecology's work focuses on repeated manual cutting, restoration of native vegetation, monitoring existing and new sites, and public and landowner outreach.

An update was also provided on water quality monitoring throughout Fundy Albert. Mr. MacCallum advised that results continue to indicate very good water quality, including low or undetectable E. coli levels at the sites discussed. Benthic macroinvertebrate sampling was also introduced as an additional method of assessing water quality, with indicator species associated with high-quality water observed. The initial sampling will provide baseline information for comparison with future monitoring.

Guardian Ecology intends to seek Environmental Trust Fund funding again for the 2027 water quality monitoring program and plans to expand monitoring to 16 of the 17 sites monitored in 2025, compared with seven sites in 2026. The Municipality was asked to provide a letter of support for the funding application.

Council asked about differences in water quality between the previous dry year and the wetter conditions experienced this year. Mr. MacCallum advised that during the previous year's drought, approximately one-third of monitored sites showed some signs of strain, particularly during July and August, including increases in certain mineral parameters; however, none reached concerning levels. Similar conditions were not observed this year.

Council also asked about the geographic coverage of the knotweed program. Mr. MacCallum clarified that while there are jurisdictional limitations associated with some water quality monitoring activities, knotweed control can be undertaken throughout Fundy Albert. He noted that a municipal-wide survey of accessible municipal lands, main roadways and waterways was completed in 2024 and that a map of known knotweed locations is available. The 2027 proposal identifies continued monitoring and updating of this site map as part of the program.

Mr. MacCallum advised that Guardian Ecology continues to pursue outside funding opportunities with the goal of expanding its capacity and the work undertaken within Fundy Albert without increasing the cost to the Municipality.

Community Lifehouse

Chris Harder appeared before Council on behalf of Community Youth Life House, a non-profit organization established with the goal of supporting youth in Fundy Albert. Mr. Harder explained that the organization is working toward developing a physical space near the school where youth can access opportunities related to education, health, financial literacy, entrepreneurship, relationships, personal development and recreation. The organization has begun community consultations to help determine local needs and priorities.

As an initial step, Community Youth Life House is undertaking two initiatives: free after-school tutoring, particularly in math and science, in partnership with the local Legion, and the development of a community splash pad on property located near the schools and municipal pool.

Mr. Harder advised that the splash pad project is in the early planning stages and that the organization is seeking opportunities to collaborate with the Municipality. Potential areas of collaboration discussed included water and sewer servicing, permitting, insurance and liability, processing donations, and possible municipal involvement with the property or project. He noted that local businesses and individuals have already expressed interest in providing in-kind contributions such as concrete, formwork and labour.

Council discussed the importance of water conservation and expressed interest in a water recirculation system rather than a flow-through system because of the volume of water required for a splash pad. The possibility of a well was also discussed. Council noted that the Municipality is currently reviewing the capacity of the water systems within the three former municipalities.

Questions were raised regarding fundraising and charitable receipts. Mr. Harder advised that Community Youth Life House is applying for charitable status and intends to undertake a fundraising campaign involving cash and in-kind contributions from residents and businesses. Council encouraged the organization to pursue charitable status and discussed sponsorship opportunities for the project.

Council also asked about ongoing maintenance and operation of the splash pad. Mr. Harder advised that these details remain to be determined and that the organization is open to various arrangements, including fundraising for operating costs and exploring whether maintenance of a recirculating water system could potentially be coordinated with existing pool operations.

Mr. Harder confirmed that the intention is for the splash pad to be open to the public without membership or user fees, although operating hours, water availability, security and liability requirements would need to be addressed.

Council suggested that Community Youth Life House participate in the Municipality's Recreation Committee to support collaboration and coordination of recreational programming throughout Fundy Albert.

Council also asked about estimated project costs. Mr. Harder advised that commercial splash pad installations can range from approximately $150,000 for a modest project to significantly higher amounts, but he believes the project could be completed at a substantially lower cost by leveraging donated labour, materials, local businesses and direct project management.

Council thanked Mr. Harder for the presentation and expressed support for continuing discussions regarding potential collaboration as the project develops.

Royal Canadian Legion

Richard Langer appeared before Council on behalf of the Albert County Royal Canadian Legion to provide an update regarding accessibility improvements proposed for the Hillsborough Cenotaph.

Mr. Langer explained that the initiative arose following the previous year's Remembrance Day service and dedication of the Afghanistan memorial, when two individuals using wheelchairs were unable to access the cenotaph area. He noted that accessibility is also becoming increasingly important for aging Legion members and that the Legion is seeking to work collaboratively with the Municipality to address the issue.

The Legion had previously been working with municipal staff and WSP regarding potential accessibility improvements. WSP visited the site and was expected to prepare a concept/proposal and preliminary budget information. Mr. Langer emphasized that estimated costs are required before the Legion can pursue potential funding opportunities. The Legion requested that a member of Council act as a liaison for the project to maintain communication between the Legion and Municipality.

Administration advised that an update had recently been requested from WSP and that WSP was checking with its team. ***Mayor Campbell*** confirmed that the Municipality had previously committed to providing in-kind assistance toward the project and indicated that the Municipality would honour that commitment.

Mr. Langer also advised that the Legion would like the project to include an improved walkway leading to and surrounding the cenotaph, incorporating memorial blocks recognizing members of the service who died in service to the country.

Councillor Reid volunteered to act as Council's liaison with the Legion for the project.

Mr. Langer also provided Council with an update on other Legion activities, including monitoring and replacement of flags at cenotaphs throughout Fundy Albert, community vaccine clinics, participation in the proposed youth tutoring program, fundraising bingo in support of the Riverside-Albert school, and the Legion's 100th anniversary celebrations. He advised that

approximately 385 visitors attended the anniversary event.

REPORTS & RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

Economic Development Committee

Councillor Lackey provided an update on the first meeting of the Economic Development Committee. The initial meeting focused on establishing the Committee's role, operating principles and priorities. It was emphasized that the Committee serves in an advisory capacity only and does not have authority to take action without Council's approval.

The Committee identified the importance of using data and evidence to support recommendations, rather than relying on assumptions or individual ideas. The Committee also adopted a "slow down to go fast" approach, recognizing that the first year may be largely foundational and focused on research, planning and identifying opportunities that will provide the greatest benefit to Fundy Albert.

Given limited municipal resources, the Committee intends to carefully evaluate potential initiatives to ensure resources are directed toward areas with the greatest potential impact.

Councillor Lackey advised that Angela Smithhas offered to assist the Committee with strategic planning. A series of short virtual meetings will be held to develop a strategic direction and recommendations for Council, with the first session scheduled to begin the following day.

Recreation Committee

Councillor Elderkin provided an update from the Recreation Committee meeting held on September 29, 2026. The Committee continues to focus on establishing its foundation and identifying opportunities for greater collaboration and coordination of recreational activities and events throughout Fundy Albert, with the goal of ensuring programming is available to children and families across the Municipality.

Councillor Elderkin advised that Committee member Joanne Butland, along with a representative from Forest Dale Home, will make a presentation at an upcoming Committee of the Whole meeting regarding a proposed project to improve bicycle connections between Forest Dale Home and the school. Council approval will be required before further steps are taken.

Upcoming community activities were highlighted, including the Codiak Cycling Trails Fall Festival on October 10, featuring a race, group bicycle rides, hikes and lunch, as well as upcoming activities in Alma, including the fleet launch, cakewalk, karaoke and other events.

Councillor Elderkin recognized and thanked Shauna Cooper for her contributions as the Alma representative on the Recreation Committee following her recent decision to step down,

acknowledging the significant contribution made by community volunteers.

Looking ahead to the 2027 budget, the Committee anticipates requesting consideration for a recreation coordinator position, either part-time or full-time during the summer months. The position could assist with coordinating events and programming throughout Fundy Albert and potentially oversee summer students supporting recreation activities.

EMO Committee

Councillor Davis provided an update on behalf of the Emergency Measures Committee. She advised that the Committee is currently working to finalize the Emergency Measures Coordinator position and determine the level of interest in the role.

The Committee anticipates having the coordinator position confirmed within the next couple of weeks, after which it will be able to proceed with the next steps in its work.

Hillsborough Fire Dept – Fire Chief Appointment

IT WAS MOVED by ***Councillor Cooke SECONDED*** by ***Councillor Davis*** **THAT** Council reappoint Troy Collins as Fire Chief of the Hillsborough Volunteer Fire Department for a five-year term, effective October 2026, subject to Council's authority to revoke the appointment at any time, in accordance with By-law No. 41.

MOTION CARRIED (unanimously)

Bank Accounts

IT WAS MOVED by ***Councillor Elderkin SECONDED*** by ***Councillor Davis*** **THAT** Council authorize staff to open separate bank accounts for the Capital Renewal Fund 2026–2029 and the Canada Community Building Fund 2024–2028 for restricted funds currently held within the Municipality's operating bank account

MOTION CARRIED (unanimously)

REPORTS FROM ADMINISTRATION
None

UNFINISHED BUSINESS
None

BY-LAWS
None

MAYOR AND COUNCIL STATEMENTS AND INQUIRIES

Councillor Elderkin reported on her attendance at the Union of Municipalities of New Brunswick

(UMNB) AGM and Conference with ***Councillor Lackey and Mayor Campbell***. She described the conference as informative and encouraged other members of Council to consider attending future events. She noted that the next conference is expected to take place in April rather than October.

Councillor Elderkin also provided a reminder regarding concerns involving Department of Transportation and Infrastructure (DTI) infrastructure. Based on information provided during DTI's recent presentation to Council, residents with concerns are encouraged to submit them directly through DTI's established reporting process to ensure the information is properly documented and directed to the appropriate staff. Information regarding the process was provided to members of Council to share with residents.

An update was also provided regarding property assessments. ***Councillor Elderkin*** advised that information shared during the conference indicated that additional staff would be undertaking property assessment work. She noted that assessment staff had recently been observed in the Riverside-Albert and Midway areas taking photographs of properties as part of this work.

Council was advised that residents with questions or concerns regarding the activity may contact the Municipal Office for further information.

Councillor Cooke provided an update on recent discussions with residents regarding local infrastructure and recreation matters.

Concerns were raised regarding trails in the White Rock area and along the dykes, particularly the need for improved signage. ***Councillor Cooke*** advised that he intends to bring the matter forward for further discussion at a future meeting.

A concern was also raised regarding potholes on Taylor's Lane, particularly near the top of the hill. As Taylor's Lane is a municipal responsibility, Administration was asked to have the area reviewed and determine whether temporary patching could be completed pending future paving work.

Councillor Lackey advised he had nothing to report.

Councillor Davis reported on her first meeting as the Municipality's representative on the Library Board. She advised that the library anticipates requesting increased municipal funding in the coming year to address necessary repairs and upgrades. Upcoming activities include an open house, with the date to be announced, and a pulled pork dinner fundraiser on November 7.

Councillor Davis also attended the Fall Foliage Run, noting the strong attendance and participation of visitors from outside the region. She thanked the organizers and noted that the event provided an opportunity to learn more about the area's trails, trail system and signage.

An update was provided on the Economic Development Committee, with members beginning research and data collection in preparation for the Committee's strategic planning process.

Councillor Davis attended the Albert County Museum Murder Mystery Tour, which was a sold-out event, and congratulated the organizers. She also attended the final races of the season at the Petitcodiac Raceway, recognizing Fundy Albert-area drivers, participants and organizers for a successful season.

Councillor Davis advised that she has been meeting with Ward 5 residents regarding animal control, snow plowing and road concerns and has been directing applicable provincial road concerns through the appropriate DTI process.

Councillor Davis advised that the upcoming Lobster Plunge, in support of the Fundy Blades, will take place on the Monday of Thanksgiving weekend and that she will be participating in the fundraiser.

Councillor Cooke highlighted the success of the recent Fall Foliage Run, which experienced its largest turnout to date, with more than 500 bikes registered. He advised that next year's event will coincide with the Federation Run, which will be hosted in the area during the first weekend of October. Given the anticipated increase in attendance, he suggested that the Municipality consider how it may become involved and prepare for the significant number of visitors expected.

Councillor Cooke also recognized the 25th anniversary of the Eric Steeves Memorial Golf Tournament. The event had an excellent turnout and contributed approximately $10,000 toward the Kiwanis kitchen renovation project. He acknowledged Danny and Kim for their work organizing the tournament over the past 25 years and noted that they are stepping down from their organizing roles, with others expected to continue the event.

Councillor Lackey provided an update following a sponsorship session he attended and advised that the Economic Development Committee intends to explore potential sponsorship opportunities involving municipal assets.
Potential opportunities could include facilities and amenities such as the arena, pool, recreation centre and proposed splash pad, as well as other municipal assets throughout Fundy Albert. The intent would be to explore partnerships with businesses that could generate additional revenue and potentially reduce reliance on municipal taxpayers.

Councillor Lackey noted that the significant number of visitors travelling through Fundy Albert, particularly between May and October, could make municipal sponsorship opportunities attractive to businesses. Visitor statistics and demographic information from Fundy National Park are expected to be obtained and could be used to demonstrate the potential exposure available to prospective sponsors.

The Economic Development Committee will consider developing an inventory of municipal assets that may be suitable for sponsorship and using available tourism data to help assess and promote these opportunities.

Councillor Reid provided a brief update regarding the Hillsborough Arena, advising that he had spoken with staff and that preparations at the facility are progressing well.
He also noted positive indications for the upcoming hockey season, with registration numbers for Minor Hockey and the Fundy Blades appearing to be higher this year.

Mayor Campbell provided an update on the Greensboro wastewater lagoon project. The outfall pipe replacement was reported to be approximately 75% complete, with directional drilling into the river anticipated by mid-October. Work had also begun on the access road extension from Turnbull Street, with lagoon construction expected to continue through the fall. Remaining work, including the lagoon liner, fencing and commissioning, is expected to be completed in 2027.
An update was also provided on associated pipe and lateral replacement work. Turnbull Street had been completed, with work continuing on Baxter Street and anticipated to begin on Dryden Street. The project was reported to be slightly behind schedule due to unsuitable soil and road-building materials encountered during construction. Discussions were underway with DTI regarding the work, with progress on Dryden Street expected to influence the final schedule.

Mayor Campbell reported on his attendance at a Southeast Regional Service Commission mayors' working session, where discussions included regional advocacy, planning, economic development and opportunities for municipalities to support one another when pursuing significant projects and provincial funding.

Mayor Campbell also attended the recent UMNB conference, along with ***Councillors Lackey and Elderkin.*** The conference included numerous sessions and workshops covering a range of municipal topics, as well as recognition of long-serving municipal leaders.

Mayor Campbell advised that he has been discussing a potential joint New Brunswick Day celebration with the Municipality of Memramcook for 2027 or 2028. The concept could include representatives from the two municipalities meeting on the Petitcodiac River, exchanging gifts and coordinating evening fireworks. The initiative remains in the preliminary discussion stage.

Mayor Campbell provided an update on his ongoing advocacy for water and wastewater operator training. He has been speaking with NBCC and various levels of government about recognizing water operators as a trade and developing training opportunities through NBCC. He suggested that municipal water and wastewater facilities could potentially serve as practical training locations, allowing students to work alongside qualified operators.

PUBLIC STATEMENTS

Mr. Jeff Land requested an update on the construction project along Route 114 near Grey Brook, including the anticipated completion timeline and whether work would continue through the winter. Administration advised that, based on the most recent information received, the contractor is expected to complete the current phase of work and leave the site by approximately the first week of November. The contractor will return in 2027 to complete the culvert replacement, with the timeline for that phase of the project yet to be confirmed.

NOTICES OF MOTION AND RESOLUTIONS

None

CLOSED SESSION

IT WAS MOVED by ***Councillor Elderkin*** and **SECONDED** by ***Councillor Reid*** that Council have an in-camera session at 7:22 pm.

MOTION CARRIED (unanimously).

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

IT WAS MOVED by ***Councillor Elderkin*** and **SECONDED** by ***Councillor Cooke*** to return to the regular session at 7:49 pm.

MOTION CARRIED (unanimously).

ADJOURNMENT

Moved by ***Councillor Elderkin*** to adjourn at 7:49 pm.

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Mayor Clerk