



MINUTES
REGULAR MEETING OF HILLSBOROUGH VILLAGE COUNCIL
August 8, 2022

PRESENT

Robert Rochon – Mayor	Melody Land – Deputy Mayor
Jeff Jonah – Absent	Trent Steeves – Councillor- Virtual
Jeff Land – Councillor	Kim Beers – Administrator/Clerk
Public: Norman Woodworth	

CALL TO ORDER & PRAYER

Mayor Rochon called the meeting to order at 6:30 pm followed by Council prayer.

APPROVAL OF AGENDA

IT WAS MOVED by *Councillor J. Land* and seconded by *Councillor M. Land* **THAT** the agenda be approved. **MOTION CARRIED** (unanimously).

CONFLICTS OF INTEREST

No conflicts declared.

APPROVAL OF MINUTES

IT WAS MOVED by *Councillor M. Land* and seconded by *Councillor Steeves* **THAT** the minutes of July 4, 2022 be approved. **MOTION CARRIED** (unanimously).

BUSINESS ARISING FROM THE MINUTES

Local Governance Reform - *Mayor Rochon* advised that a virtual meeting of the elected officials committee was held on July 7, 2022 to determine the new council's compensation. Nine members participated. After that call, the compensation rates for another NB municipality as well as the new population and tax base for the Community of Fundy Albert was provided to members. The new population is 6,097 and the new tax base is \$465,434,850. A further Zoom meeting was held on August 4th where a final decision was made. The elected officials advisory committee has determined the remuneration will be \$40,000 for the position of Mayor, \$24,000 for the position of Deputy Mayor and \$20,000 for each Councillor. The recommendation was based on:

- The population of Fundy Albert;
- The tax base for Fundy Albert;
- Comparison with a NB municipality;
- The three documents that were provided to us including the ELG's elected officials proposed salary range, the salary range guide and the AFMNB compensation guide;
- The geographical size of Fundy Albert; and
- The complexities of the new municipality, including the fact that there will be distinct infrastructure demands and needs and a vast territory to cover.

The proposed compensation levels provided by ELG for a community of our size would have seen a maximum compensation of \$33,000 for Mayor, 16,500 for Deputy Mayor and \$13,200 for Councillors. By applying the AFMNB guide, which some francophone communities are using,



BUSINESS ARISING FROM THE MINUTES – cont'd

the rate would be between \$47,301 and \$57,800. The Deputy Mayor's salary would be 50% of the Mayor's salary and each Councillor would receive 40% of the Mayor's salary. In the end, the recommended levels are more than the rates proposed by ELG but less than the rates resulting by using the AFMNB guide. **Mayor Rochon** advised his understanding is that the rates must be approved by the department and would be subject to change by a new Council in any event. Our facilitator, Chad Peters was informed of this decision.

Voodoo – **Mayor Rochon** advised that on July 21st, **Councillor Jonah**, the Administrator and members of the volunteer fire department, public works and a representative of the Royal Canadian Legion met with Mr. Harold Wright and Greg Boudreau, of the Canadian Aviation Historical Society. Mr. Wright and Mr. Boudreau presented options and the various sources of potential funding to preserve the plane's history and significance to our community. In their opinion, the plane should be preserved as a veterans' memorial and could be accomplished for between \$25,000 and \$50,000 through grants and fundraising. They began by indicating that the volunteer fire department could give the plane a good washing. They will obtain their own photos to conduct a thorough assessment and are prepared to collaborate with our community to develop a plan. If the community is going to undertake this effort, it will require someone to come forward and champion the initiative through to completion. **Councillor J. Land** advised he knows someone who would be interest in leading this community project.

Mayor Rochon also advised that Mr. Wright and Mr. Boudreau discussed plans to plant ten trees as part of the Queen's Platinum Jubilee.

Shoreline Trail – **Mayor Rochon** reported he is pleased to report that a letter of confirmation has been received from Infrastructure Canada Minister Dominic Leblanc confirming that the Village of Hillsborough's request for funding for the Hillsborough segment of the Shoreline Trail has been approved. The Village will receive federal funding in the amount of \$158,040 over 3 years. The SERSC will be contributing \$92,520 to the project and the Village will be contributing in-kind work of a value of \$12,840 over 3 years.

Mayor Rochon also reported we have received confirmation from Trans Canada Trails that they are prepared to provide funding in the amount of \$7,500 on the condition that the municipality receives matching funds. The Village of Hillsborough had initially applied to the Trail Infrastructure Fund for matching funds but were informed their fund is depleted. With Marc Léger's assistance, we have confirmed and are expecting a confirmation letter from Tourism NB's Signature Trails fund for the other \$7,500. So, the Village of Hillsborough should receive an additional \$15,000.

The funds from TCT and Signature Trails will be used to purchase material for specific portions of the trail. **Mayor Rochon** and the Administrator met with Works Superintendent on July 12th to discuss the works department's ability to spread the material should we be able to purchase them. He indicated that they could.

Regional Trails Coordinator Marc Leger and **Mayor Rochon** met today, August 8th to discuss next steps, given the news from Minister Leblanc. They will include conducting landowner consultations, requesting a design for the work on the dike and perhaps some preliminary work this fall.

On July 11th, the Administrator and **Mayor Rochon** met with representatives of the Crown Lands Branch of the Dept of Energy and Resource Development. Part of the meeting was to discuss the possibility of obtaining a lease for two parcels of land on the marsh through which our Wetland Park Trail runs. They have provided us the information required to apply for



the lease. Costs include \$1,400 plus HST for the application fee and then a yearly rental fee plus HST and the responsibility to pay annual taxes of approximately \$100 on the property. This has been communicated to the facilitator as it will commit a future council if an agreement is entered into.

Mayor Rochon advised that the NB Railway Museum will be proceeding to lease the old rail line from the railway museum to a point just south of where the dike meets old rail line in Weldon. For that reason, the old rail line will not be available to the Village.

Basketball Court – **Mayor Rochon** advised that the basketball court project committee has reached its fundraising goal. The committee received contributions from businesses and from private individuals. When combined with the funds received through the Regional Development Corporation, they now have enough funds to proceed with the project. The Administrator has ordered the equipment and construction will begin when it is received, sometime in September. **Mayor Rochon** applauded the committee on work well done!

Councillor M. Land confirmed the committee has surpassed the fundraising goal and are now looking at lighting options and possibly some upgrades to the pool building with the extra funds.

Rising Tides Trails & Tunes Festival – **Mayor Rochon** advised that festival events were held in Hillsborough on August 6th, including a community breakfast, community yard sale, hike on the Wetland Park Trail, barbeques at various locations remote controlled airplanes flying by the Riverside Modelers. **Mayor Rochon** thanked those who made these events possible and successful, to Tori and Ian from Friends of Fundy and to **Councillors Jonah** and **Councillor J. Land** for their time working at the BBQ at the Hillsborough Kiwanis community ballfield. The Administrator advised the BBQ raised \$77.00 to go towards the basketball court project.

Security Cameras – **Mayor Rochon** advised that the security cameras are now installed at the Village Office. The work installing cameras at the train station and VIC are progressing.

DTI-Five Year Plan 2025-2029 – **Mayor Rochon** advised that the Administrator received correspondence from the Dept of Transportation and Infrastructure to inform us that they will be corresponding with the new Council once it is in place and to disregard sending the 5-year plan to them.

UMNB Resolutions – **Mayor Rochon** advised drafts of two potential UMNB resolutions were sent to Council; one for the UMNB to lobby government to provide financial relief to seniors and low income New Brunswickers and the other, to lobby government to take action to address the current crisis in our hospitals which result in ambulance service delays.

UMNB Resolution #1

Hospital Crisis

IT WAS MOVED by **Councillor J. Land** and seconded by **Councillor M. Land** **THAT**, **Whereas** many hospitals in the Province of New Brunswick are unable to process patients arriving in their emergency departments in a timely manner; and

Whereas many ambulances are unable to deliver patients at hospitals and are out of service for extended periods of time; and

Whereas the inability of ambulances to be available for emergency calls is creating gaps in ambulance availability and coverage in many rural areas of New Brunswick and putting everyday New Brunswickers at risk,

Be it resolved that the UNMB lobby the Province of New Brunswick to take immediate steps to reduce ambulance wait times at hospitals to allow them to return to service. **MOTION CARRIED** (unanimously).



UMNB Resolution #2 Cost of Living

IT WAS MOVED by *Councillor M. Land* and seconded by *Councillor J. Land* **THAT**,
Whereas the rate of inflation in the Province of New Brunswick has surpassed 9% in 2022; and
Whereas there are many New Brunswickers who are either on fixed incomes or are low-income earners; and

Whereas the government of New Brunswick has limited its current inflationary relief program to low-income earners in receipt of financial assistance, and

Whereas this relief does little to address financial hardships being faced by many seniors and other low income New Brunswickers,

Be it resolved that the UMNB lobby the Province of New Brunswick to expand financial relief available to hard working New Brunswickers for everyday items such as fuel, food and other everyday necessities. **MOTION CARRIED** (unanimously).

Mayor Rochon advised he will provide the resolutions for zone review and possible inclusion at this year's UMNB AGM.

Meeting with the RCMP – *Mayor Rochon* advised he and *Councillor Jonah* met with the RCMP on July 6th, to discuss:

- Lack of traffic enforcement
- Dirt bike complaints
- Vandalism
- Vehicle thefts

Mayor Rochon indicated overall; their presence was well received. *Mayor Rochon* and *Councillor Jonah* expressed concern that if matters do not improve with incidents of vandalism, citizens may start taking matters into their own hands. The RCMP expressed concern about this, and that Council should collectively be advocating against this. RCMP Inspector Maillet suggested holding a public meeting in the community to allow residents to express their concerns and for them to respond. *Mayor Rochon* asked Council their thoughts and all in attendance were in agreeance to pursue a public meeting with the RCMP. *Mayor Rochon* will make the arrangements with the RCMP.

Meeting with Environment and Local Government – *Mayor Rochon* advised that the letter received from Minister Allain was posted on the Village's social media page. A number of calls were made to individuals who were present at the April 7th meeting and seven (7) have confirmed their interest in attending. *Mayor Rochon* advised a request was sent to the facilitator to set up a meeting with representatives of ELG. A proposed date and time of August 26th at 1:00 pm was provided. *Mayor Rochon* indicated he has reached out to the community members to see if this works for them. The Administrator will include something in the next newsletter.

NEW BUSINESS

Water Exploration:

Mayor Rochon advised that Englobe engineering has provided a quote to conduct Phase 1 of water exploration. That would include:

- Preliminary site assessment and geophysics
- EIA and registration
- Well drilling and preliminary testing
- Hydraulic testing and EIA Hydrogeological testing



The estimate from Englobe to do the work is \$270,800.

Mayor Rochon advised that if Council wishes to proceed, funds to pay for it would have to come from our utility fund. There are currently funds in reserve, but not a sufficient amount to do all the work. The remaining funding would need to come from an addition to the 2023 Hillsborough utility fund, which would impact residential user water rates.

Councillor Land asked about federal funding. The Administrator advised she emailed MP Rob Moore and the MLA Mike Holland about provincial and federal funding streams. The Administrator advised she did receive an email from Mr. Moore's office with a couple options, however water exploration is not an option under the funding streams received. The Administrator is still exploring funding opportunities available.

The Administrator advised there is approx. \$120,000.00 in the Utility Reserve account and there are funds in the project account but only can be used for Phase 2 of the project. The Administrator explained funds in the project account can only be used after the 72-hour pump test and water is found. The Administrator advised she asked Englobe if there is a time limit between the preliminary site assessment and the other line items identified in the proposal, per Ms. Leger at Englobe there is not. The Administrator encouraged Council to start the water exploration project with the preliminary site assessment at which time Englobe will identify where the road will need to be constructed, which will be done by the Village works department. **Mayor Rochon** advised the quote received does not include the cost to construct the road to the location, which Englobe estimated at \$42,000 plus HST. This amount is excessive as we could easily do it for less than that. The Administrator will discuss with the Public Works Superintendent of hiring local contractors to help with the road construction.

IT WAS MOVED by **Councillor J. Land** and seconded by **Councillor Steeves** THAT the Village of Hillsborough start the water exploration project by hiring Englobe to do the preliminary site assessment and geophysics at \$7,500.00 (plus HST). **MOTION CARRIED** (unanimously).

Mayor Rochon advised that the governance reform facilitator, Mr. Peters recommended obtaining a second quote from another engineering firm as Mr. Peters believes the quote from Englobe is high. **Mayor Rochon** advised that the Administrator indicated that Englobe (formerly Crandall Engineering) has a long-time relationship with the Village, having been involved in our infrastructure development since the 1970s. **Mayor Rochon** will let the facilitator know of Council's decision to proceed with Englobe Engineering.

Cost sharing of regional recreation/sports/cultural assets:

Mayor Rochon advised that the UMN provided communities with a memo from the Dept of Environment and Local Government in regard to cost sharing of regional sport, recreation and cultural infrastructure. Essentially, this would result in municipalities having to contribute financially to facilities they have access to. In the memo, ELG is asking whether the Village of Hillsborough is in agreement with the proposed facilities they have listed, whether the operators of those facilities are prepared to have RSC provide oversight and what the costs would be. For our region, it would include the Avenir Centre, the Capital Theatre and the Dieppe Aquatic Centre. **Mayor Rochon** asked Council their thoughts and Council has no immediate concerns with including the Avenir Centre and the Capitol Theatre, as the Village of Hillsborough residents access them. However, Council does object to including the Dieppe Aquatic Centre because there are other aquatic centres in the City of Moncton and Town of Riverview that are more likely to be used by our residents than the one in Dieppe. For this



reason, Council feels the Dieppe Aquatic Centre should be removed from the list. **Mayor Rochon** will correspond with the UMN.

MONTHLY EXPENSES PAID

The Administrator advised that no expenses were paid in July.

WATER REPORT

The Administrator advised Council that Well #1 is not pumping and is at 19.81 meters, and Well # 3 is not pumping and is at 51.95 meters. The Administrator advised Council if Well #1 drops between 12 to 14 meters a water conservation notice will be mailed to residents.

LETTERS AND OTHER BUSINESS

The Administrator advised Council that there were no permits issued in July 2022.

The Administrator advised that a request for financial support was received from the Albert County Exhibition and was circulated to all of Council. **IT WAS MOVED** by **Councillor M. Land** and seconded by **Councillor J. Land** THAT the Village of Hillsborough sponsor the 2022 Albert County Exhibition by purchasing a full-page ad for \$150.00. **MOTION CARRIED** (unanimously).

The Administrator advised that an email was received from the Hillsborough District Minor Hockey Association and Fundy Blades requesting permission to install a 6' wide sign on the exterior of the rink that says "Hillsborough Arena Home of the Huskies and Fundy Blades" with their logos. The sign would be an aluminum panel with vinyl decals and secured with screws. Also, the Association is requesting if the Village could cover the expense of the sign, approx. \$400.00. **IT WAS MOVED** by **Councillor J. Land** and seconded by **Councillor Steeves** THAT the Village of Hillsborough cover the expense for a new exterior sign to be installed at the Hillsborough Arena for Fundy Blades and the Hillsborough District Minor Hockey Association up to \$400.00. **MOTION CARRIED** (unanimously).

The Administrator advised for the month of June the Village of Hillsborough invoiced the Village of Riverside Albert \$5,082.89 (inc. tax) for 27 hours and 12 trips per the water operator agreement.

The Administrator advised Council that the Village auditor, Baker Tilley will be doing a site visit the week of August 15th.

The Administrator advised a thank you card was received from the Albert County Chamber of Commerce, thanking Council for their support with the 5th Annual Business Excellence Awards.

The Administrator advised a thank you card was received from Ms. Shari Kaster, thanking Mayor and Council for the retirement get together.

The Administrator advised that Ms. Becky Snider has offered to organize the 2022 Santa Claus Parade and asked if Council is okay with her promoting the parade in honour of Mrs. Lois Snider, a long-time organizer of past parades and a community volunteer. All of Council are in agreeance with the request from Ms. Becky Snider.

The Administrator advised a number of water shut off notices were mailed a couple of weeks ago. If Council should receive phone calls or emails, please direct them to the Village office.

The Administrator advised there is one vacant hut at the artisan village available to rent effective August 1, 2022.



The Administrator read an email from a resident with concerns of not being able to see the artisan village when driving through the Village. The resident suggests the Village should widen the road so there is more parking on Main Street, cut down trees, plant shrubs, install overhead banners etc.

The Administrator advised that the Mobile Eco-Depot will be at the Kiwanis Parking lot this Wednesday August 10th and Thursday August 11th from 12:00 pm to 8:00 pm. **Mayor Rochon** suggested to include the date of September 29th for the large cleanup in the Village of Hillsborough in the next newsletter.

The Administrator advised she received in the mail an old picture of what appears to be a school photo taken on Main Street Hillsborough from Ms. Lea Storry from Edmonton. Ms. Storry is donating the photo to the Village of Hillsborough as she feels the picture is better off in our community. The Administrator proposed to Council donating the photo to the Steeves House Museum as they will put on display, Council agrees.

The Administrator distributed the quarterly financial report for utility and general operating. The Administrator advised Council that the surplus in both utility fund and general operating has not been recorded yet and there are a couple items (EV chargers, security cameras) not recorded as of yet. The Administrator reminded Council we are halfway through the year, and the budget and actuals are on par.

The Administrator advised Council that the next Regular Council meeting is scheduled for Monday, September 12th at 6:30 pm.

REPORTS FROM COUNCIL FOR ITEMS REQUIRING DIRECTION OR DECISIONS

Councillor Steeves has nothing to report.

Councillor M. Land advised that Heritage Hillsborough, Steeves House Museum had a successful Queen's Jubilee event.

Councillor M. Land advised that the next Albert County Chamber of Commerce meeting will be held in Hillsborough on August 18th.

Councillor J. Land thanked the Public Works team on the great job they are doing here in the Village, the fire hydrants have been painted, mowing, pool etc.

Mayor Rochon advised the Friends of the Hillsborough Trails group has completed the cleanup of the Wetland Park Trail. **Mayor Rochon** indicated he has noticed that the bridges have been stained – nicely done! **Mayor Rochon** wondered whether the trails should be named. One member's suggestion is to name them according to the history behind the area, such as Silos, Albertite, Alabaster, etc.... All of Council in attendance think this is a great idea.

Mayor Rochon advised work is well underway to clearing the Gray Brook Trail from the Fairview Avenue end to the end of the dike on the east side.

Mayor Rochon was recently contacted by a concerned citizen about the condition of the old gypsum silos by the river. The citizen states that a relative of theirs visited the silos and was concerned that the structures are unstable and present a danger to the public. Previous photos show that water is now entering the structure and may be undermining the supports. Apparently, youth have been going inside the structures. **Mayor Rochon** posed the question to Council on whether:

- Does this give rise to concerns?
- Inspection by a structural engineer?
- Signage?



Mayor Rochon indicated there could be funding available to demolish the silos in a safe way.

Councillor M. Land advised she would like to see new signage to start. **Councillor M. Land** also indicated if there are funding streams available an assessment would need to be done by a structural engineer.

Councillor Steeves advised he would like to start with new signage and apply for funding/receive a quote to restore the silos.

Councillor J. Land advised new signage would be a start and if they were to be demolished the Department of Environment will not allow to let them fall into the river.

Councillor J. Land stated the silos, and the water tower are historic and would like to see them restored possibly with grant money.

The Administrator will order “danger unsafe structure” signs.

Mayor Rochon advised that on July 26th, he met with former Administrator Shari Kaster on her last day of work to wish her farewell. Shari indicated she thoroughly enjoyed her time as Administrator and that the most satisfying part of her job was working with people, including the various Council’s she has had the pleasure to work with during the past 17 years.

Mayor Rochon advised he attended a meeting held by the Department of Transportation and Infrastructure regarding signage. **Mayor Rochon** explained with Governance Reform happening in the province there will be new signage requirements for the main highways and secondary roads. **Mayor Rochon** will suggest to the UMN to include signage as an agenda item at the upcoming conference.

SOUTHEAST REGIONAL SERVICE COMMISSION MEETING UPDATE

Mayor Rochon advised there were no meetings of the SERSC in July. The next meeting is scheduled for Tuesday, August 30th.

PUBLIC STATEMENTS

Individuals had the opportunity to ask questions to Mayor and Council.

IT WAS MOVED by **Councillor J. Land** and seconded by **Councillor Steeves** that Council have an in-camera session at 7:39 pm. **MOTION CARRIED** (unanimously). The Public Works Superintendent, Mr. Scott Reid joined the meeting at 7:40 pm.

IN-CAMERA MEETING

Local Governance Act 68(1)(j) – labour & employment matters
The Public Works Superintendent, Mr. Scott Reid exited the meeting at 8:36 pm.

Local Governance Act 68(1)(b) – RTIPPA

IT WAS MOVED by **Councillor M. Land** and seconded by **Councillor J. Land** to return to regular session at 8:45 pm. **MOTION CARRIED** (unanimously)



ADJOURNMENT

IT WAS MOVED by *Councillor J. Land* **THAT** the meeting be adjourned at 8:46 pm.

Mayor

Administrator/Clerk