



MINUTES
REGULAR MEETING OF HILLSBOROUGH VILLAGE COUNCIL
February 7, 2022

PRESENT

Robert Rochon – Mayor	Jeff Jonah – Deputy Mayor
Trent Steeves – Councillor	Melody Land – Councillor - Virtual
Jeff Land – Absent	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. *Mayor Rochon* offered condolences to *Councillor J. Land* and his family for the passing of his father-in-law Rupert Tingley.

APPROVAL OF AGENDA

Mayor Rochon advised that Nathalie Gallant at the CBDC has rescheduled her presentation to March 7, 2022. **IT WAS MOVED** by *Councillor Steeves* and seconded by *Councillor Jonah* **THAT** the amended agenda be approved. **MOTION CARRIED** (unanimously).

CONFLICTS OF INTEREST

No conflicts declared.

APPROVAL OF MINUTES

IT WAS MOVED by *Councillor Steeves* and seconded by *Councillor Jonah* **THAT** the minutes of January 7, 2022, be approved. **MOTION CARRIED** (unanimously).

BUSINESS ARISING FROM THE MINUTES

Unsightly Premises - *Mayor Rochon* advised there is no update.

Local Governance Reform - *Mayor Rochon* advised the Province of New Brunswick has announced that Chad Peters of Lynwood Strategies as our facilitator for the Local Governance Reform process. Mr. Peters has been in contact with our Municipality, and he is in the process of forming two committees made up of Municipal Administrators and Elected officials including representatives of Local Service Districts. *Mayor Rochon* and *Councillor J. Land* will be on the elected officials committee representing the Village of Hillsborough. *Mayor Rochon* advised that the first meeting of the elected officials advisory committee is scheduled for this Wednesday evening (February 9th) where committee members will be determining whether Councillors will be elected at-large or by ward. *Mayor Rochon* circulated a document last week to Council that explained the difference of a Councillor at-large and ward system, along with the pros and cons of each. Council discussed and *Mayor Rochon* will present these views at the meeting and reminded Council that the decision is ultimately up to the elected official committee. *Mayor Rochon* advised that the administrative committee will be meeting to determine staffing, budgets etc. in the near future.

Strategic Plan - *Mayor Rochon* advised a strategic plan will fall on the new municipal government.



BUSINESS ARISING FROM THE MINUTES – cont'd

List of Priorities - **Mayor Rochon** advised a document was shared with the public via social media and in a newsletter asking the public for suggestions relating to community beautification. **Mayor Rochon** advised the Village has not received any suggestions as of yet.

Project fundraising upgrades to the basketball court on School Lane- **Councillor M. Land** reported that the accessibility review is rescheduled for the Spring.

Arena - **Mayor Rochon** advised under the Government of New Brunswick's winter plan the arena is open to all user groups.

Climate Change Adaptation Plan – **Mayor Rochon** advised a public engagement survey was released and is on the Village of Hillsborough website and social media encouraging the public to complete. **Mayor Rochon** advised a virtual public consultation session is planned for February 15th at 7:00 pm and the public is encouraged to attend.

Economic development committee - **Mayor Rochon** advised the committee is scheduled to meet via Zoom. **Mayor Rochon** advised there are eight committee members to date.

Mayor Rochon advised he participated on a SERSC board meeting January 25 where a consultant, MDB Insight presented a survey report on regional economic development. **Mayor Rochon** advised many mayors voiced their concerns of the lack of rural representation in the report. **Mayor Rochon** advised MDB insight will be contacting the Village of Hillsborough to be consulted.

Signage for Hillsborough Arena – No update

Security cameras and sound/video – **Mayor Rochon** advised the Village has received two quotes for security cameras. **Councillor Steeves** will request a formal quote to include installation etc., from the supplier he was working with.

Feeding of deer – **Mayor Rochon** advised there is a draft animal control by-law which includes prohibiting the intentional feeding of wildlife. **Mayor Rochon** advised this is under reading of by-laws on the agenda.

White Rock – Trail Development – **Mayor Rochon** advised that Council met with representatives from CCT on January 24th, where CCT presented information on their organization. **Mayor Rochon** advised that CCT were asked to ensure that future trail building receives the approval from Council before proceeding to conform with the land lease agreement between the Village of Hillsborough and the Province of New Brunswick and to be consistent with the White Rock Recreational area policy. CCT has asked Council to consider hiring summer students to help with maintenance of White Rock trails, maintenance of the upper parking lot, improved signage, and to promote the use of trails on our social media page. The Administrator advised there are two funding streams for summer students, Canada Summer Jobs and the NB Seed Program. Both programs cover 50% up to minimum wage and rec council 100% for minimum wage. The Administrator applied for three maintenance laborer summer students under the Canada Summer Jobs program for the Village of Hillsborough, and four students under the Hillsborough Rec Council for the pool. The Administrator will be submitting an application to NB SEED in the near future for three students for the Village and three students for Hillsborough Rec – the deadline is February 18th, 2022. Council discussed the hiring of students to help with trail maintenance and the consensus is to assist CCT with the hiring of student(s) dependent on the success of the submitted applications.

Medavie Health Services – **Mayor Rochon** advised that Mr. Ronnie Allain, Eastern Regional Director of Medavie Health Services and a colleague will meet with Council for a Special Meeting February 16th at 6:30 pm to present the ambulance service delivery model. This



BUSINESS ARISING FROM THE MINUTES – cont'd

meeting will be livestreamed via Facebook and *Councillor M. Land* will moderate questions from the public.

EV Charging Stations – *Mayor Rochon* advised there is interest in pursuing with the installation of two EV charging stations. The Administrator advised there will be a funding stream to be announced soon to cost share the installation of this infrastructure. The Administrator will advise once notified of this funding opportunity.

New Council Prayer – *Mayor Rochon* advised at the last meeting *Councillor M. Land* proposed the idea of inviting clergy members from our community and open in a prayer before regular council meetings. *Councillor M. Land* will start a list of clergy members and send to *Mayor Rochon* for approval.

Artisan Building Rental Agreement– No update

Plowing of the wetland park trail – *Mayor Rochon* advised this has occurred since the last Council meeting and the Village has received a lot of positive comments from the public.

NEW BUSINESS

Knotweed – *Mayor Rochon* advised he was in discussion with Keith MacCallum with Guardian Ecology and Mr. MacCallum believes there are at least five Japanese Knotweed sites in the Village of Hillsborough. *Mayor Rochon* circulated information provide by Mr. MacCallum explaining what knotweed is, the damage it can cause, and methods on how to eradicate it. Council discussed and requested the Administrator to contact one of the Village's public works employees who is certified to handle these situations.

MOTIONS

Green Space and Tree Policy

IT WAS MOVED by *Councillor Jonah* and seconded by *Councillor Steeves* THAT the Village of Hillsborough adopt the Green Space and Tree Policy as presented. **MOTION CARRIED** (unanimously).

GUDI Well Assessment Study

IT WAS MOVED by *Councillor Steeves* and seconded by *Councillor M. Land* THAT WHEREAS the Village of Hillsborough Council instructed the Administrator to pursue funding through the Environmental Trust Fund to determine whether Well # 3 is a GUDI Well (Groundwater under the direct influence of surface water) AND WHEREAS the funding has been approved in the amount of \$4,425.00. BE IT THEREFORE RESOLVED that the Village of Hillsborough enter into an agreement with Englobe Engineering in the amount of \$5,600.00 (plus HST). **MOTION CARRIED** (unanimously).

READING OF BY-LAWS

By-Law No. 56 – Designating portions of roads within the Village of Hillsborough as accessible to All-Terrain Vehicles

First Reading

IT WAS MOVED by *Councillor M. Land* and seconded by *Councillor Steeves* THAT the Council of the Village of Hillsborough hereby give the first reading, by title only, of By-Law



#56 a By-Law designating portions of roads within the Village of Hillsborough as accessible to all-terrain vehicles. **MOTION CARRIED** (unanimously).

Mayor Rochon read by-law # 56 – designating portions of roads within the Village of Hillsborough as accessible to All-Terrain Vehicles by title only.

Second Reading

IT WAS MOVED by *Councillor Jonah* and seconded by *Councillor Steeves* THAT WHEREAS By-Law #56, a By-Law designating portions of roads within the Village of Hillsborough as accessible to all-terrain vehicles, was given its first reading, by title only; BE IT THEREFORE RESOLVED that By-Law # 56 be hereby given its second reading in its entirety. **MOTION CARRIED** (unanimously).

Mayor Rochon read by-law # 56 – designating portions of roads within the Village of Hillsborough as accessible to All-Terrain Vehicles for a second time in its entirety.

By-Law No. 57 – Regulating the control of animals in the municipality of the Village of Hillsborough

First Reading

IT WAS MOVED by *Councillor Steeves* and seconded by *Councillor Jonah* THAT the Council of the Village of Hillsborough hereby give the first reading, by title only, of By-Law #57 a By-Law regulating the control of animals in the municipality of the Village of Hillsborough. **MOTION CARRIED** (unanimously).

Mayor Rochon read by-law # 57 – A By-Law regulating the control of animals in the municipality of the Village of Hillsborough by title only.

Second Reading

IT WAS MOVED by *Councillor M. Land* and seconded by *Councillor Steeves* THAT WHEREAS By-Law #57, a By-Law regulating the control of animals in the municipality of the Village of Hillsborough, was given its first reading, by title only; BE IT THEREFORE RESOLVED that By-Law # 57 be hereby given its second reading in its entirety. **MOTION CARRIED** (unanimously).

Mayor Rochon read by-law # 57 – A By-Law regulating the control of animals in the municipality of the Village of Hillsborough for a second time in its entirety.

MONTHLY EXPENSES PAID

The Administrator advised that no expenses were paid in January.

WATER REPORT

The Administrator advised Council that well #1 is currently not pumping and is at 25.76 meters, and well # 3 is not pumping and is at 52.17 meters.

LETTERS AND OTHER BUSINESS

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



The Administrator advised a thank you card was received from Caledonia Regional High School for supporting the Caledonia yearbook.

The Administrator read a thank you letter received from Ronnie Allain; the Regional Director of Ambulance New Brunswick addressed to the Hillsborough Fire Department thanking the Village of Hillsborough Fire Department for coming to the aid of one of their paramedics during a severe snowstorm.

The Administrator advised a request was received for advertising at the Hillsborough Golf Club for \$500.00 plus tax. **IT WAS MOVED** by **Councillor Jonah** and seconded by **Councillor Steeves** THAT the Village of Hillsborough purchase an ad for the 2022 season in the amount of \$500.00 plus tax. **MOTION CARRIED** (unanimously).

The Administrator advised a request from the Foods of the Fundy Valley requesting sponsorship for the third annual “Taps to Tables, Discover Albert County’s Maple Tour”. Sponsorships range from \$250.00 to \$1000.00. Council discussed and requested the Administrator to contact Food of the Fundy Valley to determine what each sponsorship level consists of.

The Administrator advised a resident reached out suggesting the Village to develop a by-law respecting flyer distribution in the Village of Hillsborough. The Administrator did some research and a by-law like this would make it mandatory for commercial flyers to be placed in a mailbox or front step and residents can place a “No Flyers” sign. If flyers are delivered it would be an offense. Moncton and Riverview have this by-law in place and the fines range from \$140 to \$2,100.00. At this time the Village of Hillsborough Council does not wish to pursue.

The Administrator advised she received a request from a user group of the arena requesting an extension of two weeks into April due to time missed in January due to Covid. The Administrator confirmed with another user group they would utilize the arena during this period and the arena manager was good with the request as well. Council agreed that the arena remain open for an additional two weeks

The Administrator advised as of February 3rd, 2022 the Village auditor AC Stevenson and partners will be joining the audit, tax and advisory network Baker Tilly Canada as an independent member firm. They’ll be taking on the new name Baker Tilly GMA LLP.

The Administrator advised Mrs. Susan Wilmot, principal at Hillsborough Elementary School contacted the Village advising Council that on Thursday February 3, 2022 it was discovered at lunch time that there was oil on part of the playground. This was reported and district maintenance came right away. With the higher temperatures on Thursday, the snow and ice were melting, and the oil came down the hill to the corner of the playground next to the trees. A message was sent to parents about what happened. The school was advised this has been reported to the appropriate people including the Department of Education and Environment. Mrs. Wilmot will keep Council informed.

The Administrator advised the next regular Council meeting is Monday March 7th at 6:30 pm.

REPORTS FROM COUNCIL FOR ITEMS REQUIRING DIRECTION OR DECISIONS

Councillor M. Land has nothing to report.

Councillor Steeves has nothing to report.

Councillor Jonah would like to see the continuation of the clearing of the pond behind the Visitor Information Center for skating when the public works team has time.



SOUTHEAST REGIONAL SERVICE COMMISSION MEETING UPDATE

Mayor Rochon advised there was a special meeting of the SERSC held January 11th. There were three motions made: 1. To offer an RFP for offers to purchase land fill gases as a source of revenue. 2. The secondment of the executive director, Gerard Belliveau to the Province of New Brunswick for the local governance reform. 3. To appoint Roland Leblanc as the acting executive director for the SERSC.

Mayor Rochon advised the regular meeting was held January 25th and topics discussed were Regional Economic Development and the impacts of governance reform on the regional service commissions.

Mayor Rochon advised a meeting with the public security committee was held February 2nd where **Mayor Rochon** was nominated as the chairperson for that committee. Presentations were made by EMO and the RCMP.

Mayor Rochon advised he was contacted by Roland LeBlanc, SERSC acting executive director requesting a meeting on February 10th, with Deputy Mayor Jeff Jonah and the Administrator.

Mayor Rochon advised Mrs. Beers brought a grant opportunity to his attention "Participation Better Community Challenge". This is an opportunity for the community to get active, record their minutes of activity. The most active community has a chance to win \$100,000.00. Grants range from \$500.00 to \$1500.00 to assist with the cost of community wide activities in the month of June. **Mayor Rochon** stated this could be tied into the economic development plans. **Mayor Rochon** asked Council what their thoughts are, and the consensus is to proceed with the consultation with the yoga group and CCT and to submit an application.

PUBLIC PRESENTATION

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

IT WAS MOVED by **Councillor Jonah** and seconded by **Councillor Steeves** that Council have an in-camera session at 8:06 pm. **MOTION CARRIED** (unanimously).

IN-CAMERA MEETING

Local Governance Act 68(1)(d) – land matters

Local Governance Act 68(1)(f) – legal matters

Local Governance Act 68(1)(j) – labour and employment matters

IT WAS MOVED by **Councillor Steeves** and seconded by **Councillor Jonah** to return to regular session at 8:34 pm. **MOTION CARRIED** (unanimously)

ADJOURNMENT

IT WAS MOVED by **Councillor Steeves** **THAT** the meeting be adjourned at 8:35 pm.

Mayor

Administrator/Clerk