



MINUTES
SPECIAL MEETING OF HILLSBOROUGH VILLAGE COUNCIL
March 21, 2022

PRESENT

Robert Rochon – Mayor	Jeff Jonah – Deputy Mayor
Jeff Land – Councillor	Melody Land – Councillor
Trent Steeves – Councillor	Kim Beers - Administrator/Clerk

CALL TO ORDER & PRAYER

Mayor Rochon called the meeting to order at 3:00 pm followed by Council prayer.

APPROVAL OF AGENDA

IT WAS MOVED by *Councillor J. Jonah* and seconded by *Councillor Steeves* **THAT** the agenda be approved as circulated. **MOTION CARRIED** (unanimously).

CONFLICTS OF INTEREST

No conflicts declared.

PRESENTATION

NB Railway Museum presented by David Briggs, Kate Tower, and Steve Milburn

Mayor Rochon welcomed the managing director of the NB Railway Museum Steve Milburn, and Local Board of Directors David Briggs, and Kate Tower. Mr. Milburn advised Council the sales at the NB Railway Museum doubled over the past couple of years and there are lots of funding opportunities the group have been and continue to apply for. Mr. Milburn advised there are lots of opportunities for the Museum to grow.

The following asks were made by the NB Railway Museum group:

1. Would the Village consider sharing a summer student for the upcoming season?
2. Would the Village consider transferring the railway station building to the NB Railway Museum through a purchase agreement between the Village of Hillsborough and the NB Railway Museum?

Mayor Rochon thanked the NB Railway group for coming. Steve Milburn, David Briggs and Kate Tower exited the meeting.

Climate Change Adaptation Plan presented by Laura Leger with Englobe Engineering

Mayor Rochon welcomed Ms. Laura Leger with Englobe Engineering. Ms. Leger presented the Climate Change Adaptation Plan for the Village of Hillsborough.

Mayor Rochon thanked Ms. Leger for presenting. Ms. Leger exited the meeting.

MOTION

IT WAS MOVED by *Councillor M. Land* and seconded by *Councillor J. Jonah* **THAT** the Council of the Village of Hillsborough adopt the Climate Change Adaptation Plan Final Report dated March 11, 2022, project number 2006711 which was drafted and presented by Englobe Engineering. **MOTION CARRIED** (unanimously).



ALBERT COUNTY TOURISM ASSOC. REQUEST FOR 2022 MEMBERSHIP

The Administrator advised a request was received from the Albert County Tourism Association – ACTA to appear on their 2022 locator map. The Administrator advised the cost is \$100.00 (+HST) for a basic listing plus \$25.00 per listing (+HST) for an additional category listing on the map. Council discussed the idea of purchasing multiple categories within the Village of Hillsborough and decided to give it some thought and discuss further at the April Regular Council Meeting.

ALBERT COUNTY CHAMBER OF COMMERCE BUSINESS EXCELLENCE SPONSORSHIP REQUEST

The Administrator advised a request was received from the Albert County Chamber of Commerce for sponsorship of the upcoming 5th annual Business Excellence Awards Banquet. **IT WAS MOVED** by **Councillor Jonah** and seconded by **Councillor J. Land** THAT the Village of Hillsborough sponsor the Albert County Chamber of Commerce 2022, 5th annual business excellence award banquet as a bronze sponsor in the amount of \$250.00. **MOTION CARRIED** (unanimously).

EV CHARGING STATIONS

Mayor Rochon advised quotes were received for the EV charging stations, pedestals and for the installation. **Mayor Rochon** advised the following quotes were received:

- 1 (one) charger and pedestal including shipping and tax was \$3,515.55;
- 2 (two) chargers and pedestals including shipping and tax was \$7,084.75;
- Installation of 1 (one) charging station at the Village office was \$4,416.00; and
- Installation of 1 (one) charging station at the Visitor Information Centre was \$3,657.00.

Council discussed and decided to rescind the motion made at the March 7th meeting. The Administrator will advise when a funding opportunity should become available to help offset some if not all the costs involved with the purchase and installation of EV charging stations. **IT WAS MOVED** by **Councillor Jonah** and seconded by **Councillor Steeves** THAT the Village of Hillsborough rescind the motion made at the March 7th, 2022 Regular Council Meeting, to purchase 2 (two) EV Charging Stations. **MOTION CARRIED** (unanimously).

ARTISAN VILLAGE 2022 LEASE AGREEMENT

Mayor Rochon posed the question to Council on whether the Village should request proof of liability insurance from those who are renting space at the Artisan Village, **Mayor Rochon** presented a couple options:

1. Have it included in the lease agreement to provide proof of liability; or
2. Reduce the rent to help with the costs associated with purchasing liability insurance.

Council discussed the two options and **Councillor Jonah** and **Councillor J. Land** wish to leave it as it, **Councillor M. Land** is concerned for those renting not being protected and **Councillor Steeves** suggests having it included in the lease agreement that the Village insurance policy does not cover the renter personally and/or business and that it is highly recommended for the lessee to purchase the necessary insurance to protect them personally and their business. Council is in agreeance with this.



2021 BUDGET UPDATE

The Administrator advised at the December 6, 2021 meeting of Council a motion was made to transfer \$90,000 from the General Operating Account to the General Capital Reserve Fund meaning the start of 2023 the Village would have approx. \$64,000. Since the audit process has begun it appears the Village of Hillsborough will be starting 2023 with approx. \$76,574.34 rather than the \$64,000 predicted. The Administrator advised on the utility side we anticipated a surplus of approx. \$24,189.00 and it appears we will be closer to \$30,694.00 to start in 2023.

The Administrator reminded Council that when trying to determine potential surpluses near the end of the year – they are approximate, and typically try to aim higher on potential expenditures.

IT WAS MOVED by *Councillor Steeves* and seconded by *Councillor M. Land* that Council have an in-camera session at 5:00 pm. **MOTION CARRIED** (unanimously).

IN-CAMERA MEETING

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

IT WAS MOVED by *Councillor Steeves* and seconded by *Councillor J. Land* to return to regular session at 5:18 pm. **MOTION CARRIED** (unanimously)

ADJOURNMENT

IT WAS MOVED by *Councillor Steeves* **THAT** the meeting be adjourned at 8:18 pm.

Mayor

Administrator/Clerk