



MINUTES
REGULAR MEETING OF HILLSBOROUGH VILLAGE COUNCIL
March 7, 2022

PRESENT

Robert Rochon – Mayor	Jeff Jonah – Deputy Mayor
Trent Steeves – Councillor	Melody Land – Councillor
Jeff Land – Councillor	Kim Beers – Administrator/Clerk
Public: Norman Woodworth and Rev. Geoff DeJong	

CALL TO ORDER & PRAYER

Mayor Rochon called the meeting to order at 6:30 pm. *Mayor Rochon* welcomed Rev. Geoff DeJong from the Hillsborough Baptist Church to open with prayer.

APPROVAL OF AGENDA

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

IT WAS MOVED by *Councillor M. Land* and seconded by *Councillor Steeves* **THAT** the minutes of February 17, 2022, be approved. **MOTION CARRIED** (unanimously).

BUSINESS ARISING FROM THE MINUTES

Local Governance Reform - *Mayor Rochon* advised there are two committees formed made up of Municipal Administrators and Elected officials. The Elected officials advisory committee is made up of representatives of the municipalities and Local Service Districts for a total 14 (fourteen) individuals. *Mayor Rochon* and *Councillor J. Land* are on the elected officials committee representing the Village of Hillsborough. *Mayor Rochon* advised the elected officials advisory committee has met twice Wednesday February 9th and February 12th to finalize the makeup of the new Council and whether Councillors will be elected at-large or by ward. The consensus decision from the advisory committee was as follows: • Mayor – 1 (Elected at large) • Ward (Village of Alma, Alma LSD, Harvey LSD) - Elect one (1) Councillor • Ward (Village of Riverside-Albert, Hopewell LSD) - Elect one (1) Councillor • Four (4) wards - divided based on population (Village of Hillsborough, Hillsborough LSD, Coverdale LSD) - Elect four (4) Councillors. This would mean that the total council size would be six (6) Councillors, plus a Mayor. The Administrators committee met on February 17th and will be working on the new administrative structure, reporting relationships, finances, and human resource matters. *Mayor Rochon* advised a facilitators report prepared by Lynwood Strategies was posted on the Village's Facebook page to provide residents information on developments. *Mayor Rochon* advised a new name for entity 42 is expected to be submitted to Local Government by May 16th and



BUSINESS ARISING FROM THE MINUTES – cont'd

residents of entity 42 will have a say in the naming of the new Municipality. **Mayor Rochon** advised the budget analysis will begin in the month of May. **Mayor Rochon** advised on March 1st the elected advisory committee was informed by the facilitator that he decided to hold an external competition for the CAO position **Mayor Rochon** explained this means anyone can apply for the position. **Mayor Rochon** advised he expressed his concerns with the facilitator and the members of the elected advisory committee about the impact this decision may have on the Village of Hillsborough employees and for employees from the Village of Alma and Village of Riverside-Albert. **Mayor Rochon** advised the facilitator provided the assurance that everyone will have a job. However, they may not be doing the same job. **Mayor Rochon** posed the question to Council on whether a public meeting is needed for all residents of Hillsborough and surrounding areas to ask questions and comment on Local Governance Reform. All Councillors are in agreement and a date will be set after March 14th; once all Covid-19 restrictions are lifted. **Mayor Rochon** advised he received an email late this afternoon with the draft ward boundaries and it appears the Village of Hillsborough will be divided at Gray Brook in the Village of Hillsborough making 2 (two) wards. **Mayor Rochon** advised there will be more discussions with the Elected advisory committee regarding ward boundaries this week.

List of Priorities - **Mayor Rochon** advised the Village has not received any suggestions as of yet.

Climate Change Adaptation Plan – **Mayor Rochon** advised a virtual public consultation session was held February 15th, the session was mostly attended by steering committee members and was facilitated by Laura Leger of Englobe Engineering. An invitation was sent out through social media and also a bulletin was mailed to residents. **Mayor Rochon** advised the consultant did say approx. 40 surveys were completed by Village of Hillsborough residents. **Mayor Rochon** advised Englobe Engineering has provided a draft report, once Englobe receives comments the report will be finalized and submitted to Government. **Mayor Rochon** advised with the weather event we experienced on February 18th it is evident we need to prepare for the effects of climate change.

Economic development committee - **Mayor Rochon** advised the committee met on February 22nd with three new committee members in attendance. **Mayor Rochon** advised the draft minutes were circulated to participants and to Council. **Mayor Rochon** advised there were many recommendations in result of the meeting including the development of a signage plan for the committee's review. **Mayor Rochon** advised some of the participants on the committee reported there are a wide variety and themes of signs, and this can be confusing to visitors. Participants are recommending a common theme and put in proper locations. The other recommendation was to approach a local group about possible funding for the White Rock Recreational area. **Mayor Rochon** will be contacting the local group. Lastly, the group are exploring the possibility to create a not-for-profit in order to apply for funding opportunities.

Signage for Hillsborough Arena – **Councillor J. Land** advised that the Friends of the Arena may be purchasing new coin boxes for the heaters as they have had lots of issues with them.

Security cameras and sound/video – **Councillor Steeves** has not received a formal quote as of yet.

White Rock – Trail Development – **Mayor Rochon** advised the Village has applied for 16 (sixteen) summer students, made up of 6 (six) for the Village of Hillsborough works department and trails, 10 (ten) for the Recreation Council, 7 (seven) lifeguards and 3 (three) for trial



BUSINESS ARISING FROM THE MINUTES – cont'd

maintenance. **Mayor Rochon** advised this does not mean the Village will be successful with receiving funding for all 16 (sixteen) students. **Councillor J. Land** suggested to advertise job openings with the school and on the Village social media and website sooner than later. The Administrator will advertise positions next week.

EV Charging Stations – **Mayor Rochon** advised that at the last meeting there was interest to proceed with the installation of 2 (two) EV charging stations. It was also agreed the preferred option for the Village of Hillsborough was the private company as opposed to NB Power. **Mayor Rochon** advised the private company EV Charging stations are cheaper and there is no cost to the user. Council agreed, if possible, to have the EV Charging stations installed with separate meters to gauge usage. **IT WAS MOVED** by **Councillor Jonah** and seconded by **Councillor M. Land** THAT the Village of Hillsborough purchase 2 (two) EV charging stations in the amount of \$1,600.00 each. **MOTION CARRIED** (unanimously).

New Council Prayer – **Mayor Rochon** advised **Councillor M. Land** has reached out to local clergy members to invite them to Regular Council Meetings to open in prayer. **Mayor Rochon** thanked Rev. Geoff DeJong from the Hillsborough Baptist Church for joining us and opening with prayer.

Artisan Building Rental Agreement– **Councillor J. Land** discussed the artisan building rental agreement for 2022. Council agrees to keep the rent the same as 2021 \$110.00/month (+HST) and \$25.00 (+HST) for each additional unit in cabin (heat pump, fridge, etc.). Council discussed and all rules will remain the same as the 2021 lease agreement with the addition of all renters are to provide the Village proof of insurance with the Village of Hillsborough named as an additional insured.

Knotweed – **Mayor Rochon** advised the Administrator contacted one of our seasonal employees with the Village of Hillsborough who is certified to handle these situations and it was communicated that he can help with the knotweed situation. The employee advised he will need to develop a plan and do an assessment of the knotweed sites. **Mayor Rochon** reminded Council that this can take a number of years to eradicate the invasive species. **Mayor Rochon** will contact Mr. Keith MacCallum with Guardian Ecology to let him know one of our seasonal employees will take care of the knotweed situation.

By-Law # 56 – ATV – **Mayor Rochon** advised the By-Law #56 a Municipal By-Law designating portions of roads within the Village of Hillsborough as accessible to All-Terrain Vehicles was given first and second reading February 7, 2022. **Mayor Rochon** reminded Council prior to being able to give third reading and enactment the By-law must be approved by Department of Public Safety and the Department of Transportation and Infrastructure. Prior to sending for approval there was a matter of requesting permission from the NB Railway to allow ATVs to park in the parking lot on Steeves Street. The Administrator contacted the director of the NB railway museum requesting permission and the NB Railway advised they have plans for the parking lot. **Mayor Rochon** suggested to Council since there is nowhere for ATVs to park should ATV access on Golf Club Road to Route 114 be removed. Council discussed and agreed to remove the portion on Golf Club Road to Route 114. The Administrator will make the edit and send to the Departments of Transportation and Public Safety for approval.

ParticipACTION Grant – **Mayor Rochon** advised the ParticipACTION Grant has been submitted as part of the Community Better Challenge to organize a number of events happening in June 2022, including yoga, hiking and mountain biking. **Mayor Rochon** advised this is in partnership with the CCT Group and the ladies Yoga group.



BUSINESS ARISING FROM THE MINUTES – cont'd

Medavie Health Services – **Mayor Rochon** advised that Mr. Ronnie Allain, Eastern Regional Director of Medavie Health Services met with Council for a Special Meeting February 16th and presented the ambulance service delivery model.

PRESENTATION

CBDC

Mayor Rochon welcomed Nathalie Gallant from the CBDC. Ms. Gallant presented an update of their programs and services. **Mayor Rochon** thanked Ms. Gallant for coming, and Ms. Gallant exited the meeting.

NEW BUSINESS

CF-101 Voodoo

Mayor Rochon advised a request was received from Mr. Kevin Anderson from The NB Aviation Museum requesting the Village of Hillsborough Council to donate the CF-101 Voodoo to the Aviation Museum located in Miramichi and assist them with the costs associated with moving the aircraft to Chatham. Also, the NB Aviation Museum would like to establish a partnership with Village of Hillsborough, preparing a write-up of the Voodoo, the history in Hillsborough and learn more about Hillsborough residents with ties to aviation, both military and civilian. Mr. Anderson advised in an email to Council the Voodoo would be completely restored and have it in an indoor display to tell the story of 416 Squadron in Chatham. Council discussed and all agreed that the Voodoo needs work i.e., painted. **Councillor J. Land** and **Councillor Steeves** wants to keep the Voodoo in the Village of Hillsborough. **Councillor M. Land** advised if Council does not do anything with it, it should be donated where it will be taken care of. **Councillor Jonah** is not sure if the Village is allowed to donate. The Administrator will do some research and see who was on the Voodoo committee and the costs associated with restoring the aircraft.

Covid-19 Policy

Mayor Rochon advised the Village of Hillsborough currently has a Covid-19 policy in place that governs the wearing of masks and the requirement to provide proof of vaccination, and Covid-19 testing for staff and Council who are not vaccinated. With the recent announcement from the provincial government to remove all remaining COVID-19 mandatory measures on March 14. **Mayor Rochon** advised Council the current policy should either be suspended or rescind it, if it is decided to suspend the policy Council can simply reinstate it if needed, and if it is decided to rescind the policy it will require Council to adopt a new policy. **IT WAS MOVED** by **Councillor J. Land** and seconded by **Councillor Steeves** THAT the Village of Hillsborough rescind the Covid-19 policy effective March 14th on the condition that the province of New Brunswick's plan to remove all restrictions takes effect on March 14th **MOTION CARRIED** (3 yea, 1 nay – **Councillor M. Land**).

MOTION

APPOINTMENT - By-Law Enforcement officer

It was moved by **Councillor Jonah** and seconded by **Councillor Steeves** WHEREAS the Village of Hillsborough Council has adopted various By-Laws;



WHEREAS the Village of Hillsborough Council may appoint By-Law Enforcement Officers for the Village of Hillsborough and determine their mandate.

BE IT RESOLVED that the following persons are appointed as **By-Law Enforcement Officers** of the Village of Hillsborough in accordance with the *Local Governance Act (Act) & its Regulations*, the *Police Act*, the *Community Planning Act & its Regulations*, and the *Building Code Administration Act & its Regulations*:

Jordan NOWLAN, Nicholas HUDSON, Daniel LACOURSE, Karine CARON, Sheri-Lee MATTE & Roman JOHNSTON.

BE IT ALSO RESOLVED THAT the above-mentioned appointments includes all generalities as prescribed by By-Law, the *Act*, the Regulations of the *Act*, the *Police Act* and all other Acts and Regulations of the Province of New Brunswick;

AND THAT the position of By-Law Enforcement Officer is employed for the preservation and maintenance of the public peace within the territorial boundaries of the Village of Hillsborough;

AND THAT the By-Law Enforcement Officer of the Village of Hillsborough exercise their discretion according to the files given to them by the Clerk or during patrols of the Village of Hillsborough;

AND THAT the above-mentioned appointments continues as long as the Officers are retained by the Village of Hillsborough. **MOTION CARRIED** (unanimously).

READING OF BY-LAWS

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

IT WAS MOVED by *Councillor Jonah* and seconded by *Councillor Steeves* that whereas By-Law #57, a by-law relating to the Control of Animals in the Municipality of the Village of Hillsborough was given its first reading, by title, on February 7, 2022; and given its second reading in its entirety on February 7, 2022; be it therefore resolved that it be given its third reading by title and hereby enacted. **MOTION CARRIED** (unanimously).

MONTHLY EXPENSES PAID

The Administrator advised that no expenses were paid in February.

WATER REPORT

The Administrator advised Council that Well #1 is currently pumping and is at 26.58 meters, and Well # 3 is not pumping and is at 52.03 meters.

LETTERS AND OTHER BUSINESS

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

The Administrator advised a thank you card was received from Councillor Jeff Land, Nancy, and Alice Land for the donation made in memory of Councillor Jeff Land's father-in-law.

The Administrator advised Stats Canada has released the 2021 census of population and the Village of Hillsborough's population increased 5.6% since 2016.

The Administrator advised a request for support was received from Autism Research for the Kids Race happening at the Petty International Raceway Saturday May 21st. Ads in the



program booklets range from \$150.00 to \$800.00 (plus HST). At this time Council does not wish to sponsor.

The Administrator advised Mrs. Susan Wilmot, principal at Hillsborough Elementary School provided a follow up to the oil on the playground and action has been taken. An environmental clean- up company removed all the snow around the area affected by the oil. Once she receives more information, she will let Council know. She thanks the Village for their interest and support.

The Administrator advised a request for support was received from the NB Aviation Museum, to help support the Dreams of Flight Gala in Moncton. Funds received are going towards a new museum in Miramichi. Sponsorships range from \$500 to \$5,000.00 and program advertising ranges from \$25.00 to \$1,000.00. At this time Council does not wish to sponsor.

The Administrator advised Council the Village of Hillsborough was successful with the Celebrate Canada funding application. The Village will be receiving \$2,520.00 to help offset costs associated with Canada Day celebrations.

The Administrator advised a request was received for advertising from Connecting Albert County. **IT WAS MOVED** by **Councillor M. Land** and seconded by **Councillor J. Land** THAT the Village of Hillsborough purchase the same ad purchased in 2021, business card + link on back cover for the 2022 season in the amount of \$400.00 plus tax. **MOTION CARRIED** (unanimously).

The Administrator received a request from the Railway Museum director requesting a meeting with Council and the Railway Local Board later this month to discuss mutual opportunities and get a better handle on how amalgamation could impact the site, and some of the challenges they are also facing. They will also update council on their operation, and plans. All of Council confirmed availability March 21st at 3:00 pm. The Administrator will confirm with the Railway director.

The Administrator advised Council an application for funding through Horizon Health (Coin-G) has been submitted in the amount of \$2,500.00. If successful with receiving the funds Gentle Yoga sessions will be held for all ages, in particular for seniors and those with mobility issues.

The Administrator advised the next Regular Council meeting is Monday April 4th at 6:30 pm.

REPORTS FROM COUNCIL FOR ITEMS REQUIRING DIRECTION OR DECISIONS

Councillor Steeves has nothing to report.

Councillor M. Land advised the Alberta County Chamber of Commerce 5th annual business excellence awards are coming up May 14th at Broadleaf Guest Ranch and will be an in-person event this year and the Village of Hillsborough will be receiving a sponsorship request.

Councillor M. Land advised the Manager of the Steeves Museum inquired if there will be any implications with Heritage Hillsborough and the use of the building on Mill Street due to the upcoming amalgamation. **Mayor Rochon** advised he understands the assets owned in the community stay in the community. **Mayor Rochon** will ask the question to Local Government.

Councillor M Land advised she will be starting to meet with the Youth Council again since Covid-19 restrictions are being lifted. **Councillor M. Land** asked Council if anyone



was opposed to her using the Academy Street building for meetings. Council discussed and there were no objections.

Councillor M. Land advised she was going to apply for the Coin-G grant to fix up the basketball court. However, the Village has already submitted an application. **Councillor M. Land** will follow up with the Community Developer to inquire on whether the Hillsborough Rec. Council can apply for funds where is it a separate entity with its own business number.

Councillor Jonah has nothing to report.

Councillor J. Land asked when the Village office door will be unlocked. **Mayor Rochon** and the Administrator advised **Councillor J. Land** the office doors have been unlocked.

Councillor J. Land advised he will be in contact with the pool repair company later this month and will present a plan to Council at the Regular Council meeting next month. **Mayor Rochon** reminded **Councillor J. Land** that any large expense not budgeted will need approval from Local Government to proceed.

Councillor J. Land advised the MP and MLA have confirmed their attendance at the Fire Chief Service Recognition event on March 16th. **Councillor J. Land** posed the question to Council on whether the Fire Chief Service Recognition event should be open to the public and thoughts about having a BBQ, Council discussed, and everyone is in agreement with being open to the public and having a BBQ.

SOUTHEAST REGIONAL SERVICE COMMISSION MEETING UPDATE

Mayor Rochon advised MDB insight; a consulting firm hired by the SERSC presented a report on the various tourism initiatives in Southeastern New Brunswick at a recent SERSC meeting. There were a number of Mayors who voiced their concerns of the lack of rural representation in the report. **Mayor Rochon** advised as a result of voicing concerns, the Mayors of Hillsborough, Riverside-Albert, and Alma were invited to participate in a consultation with MDB insight on February 15th to discuss tourism in rural communities.

Mayor Rochon advised with Governance Reform the SERSC are expanding their responsibilities with higher level objectives regarding economic development, and it will be up to individual communities/entities to develop their own plans for tourism/economic development.

Mayor Rochon advised on February 18th he participated on the Albert County talks podcast to speak about Local Governance Reform.

Mayor Rochon advised on February 28th members of Council participated on a short video call and completed the NB RCMP survey to establish policing priorities.

Mayor Rochon advised on March 4th he spoke with Marc Leger, Regional Trails Coordinator with Plan 360 in regard to the funding Plan 360 received in the amount of \$951,000.00 for the Shoreline Trail. **Mayor Rochon** advised the money Plan 360 received is from the Gas Tax Fund for Local Service Districts. **Mayor Rochon** advised he discussed with Mr. Leger the Village of Hillsborough applying for funds to complete the portion of Shoreline Trail through the Village of Hillsborough at little of no cost to the community. **Mayor Rochon** advised he is meeting with Mr. Leger tomorrow (March 8th) to discuss further. **Mayor Rochon** also advised the Shoreline Trail has now been recognized as a part of the Tran Canada Trail once again.



PUBLIC PRESENTATION

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 8:14 pm. **MOTION CARRIED** (unanimously).

IN-CAMERA MEETING

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

IT WAS MOVED by *Councillor J. Land* and seconded by *Councillor Steeves* to return to regular session at 8:29 pm. **MOTION CARRIED** (unanimously)

ADJOURNMENT

IT WAS MOVED by *Councillor Steeves* **THAT** the meeting be adjourned at 8:29 pm.

Mayor

Administrator/Clerk