

Minutes
Rural Community of Fundy Shores
Regular Council Meeting
Community Building
January 14, 2026 – 6:00 pm

Call to Order

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

Roll Call

Mayor George (Denny) Cogswell, Deputy Mayor Heather Saulnier, Councillor Deanna Bent, Councillor Tina Dealy, Councillor Lorraine Thompson, Chief Administrator Officer/Clerk Linda Sullivan Brown, Administrative Assistant Jillian Holland, Steven Stone- Dillon Consulting Partner, Brenda-Dale McLean- FBM Architect (online)

Declaration of Conflict of Interest

None.

Additions, Deletions and Approval of the Agenda

2026.01.14.01 Moved by Councillor Bent, **seconded** Deputy Mayor Saulnier to approve the agenda, with the addition of the request for a letter of support from NB Power.

Motion Unanimously Carried

Approval of the Minutes

2026.01.14.02 Moved by Councillor Dealy, **seconded** by Councillor Thompson to approve the minutes of the December 3, 2025 Regular Council meeting as written.

Motion Unanimously Carried

Presentation to Council

a. Community Complex- Dillon Consulting

Dillon Consulting Partner Steven Stone provided Council with a presentation related to the draft functional plan.

Mr. Stone presented an overview of the demographics and community profile of the Rural Community of Fundy Shores, including information on population trends, household composition, and the local economic context. Steven outlined the existing facilities within the area and provided a comparison with those available in the neighboring communities of Saint John and Eastern Charlotte.

Steven reminded Council of the community needs previously identified at past meetings regarding the community complex (health, clinic, childcare space, indoor

recreation space, etc.) and outlined the anticipated square footage requirements for the building components necessary for development.

Steven advised Council of the anticipated challenges associated with the construction of a new community complex. He identified operational risks related to high staffing requirements and long-term utility and maintenance costs, competition with regional facilities in Eastern Charlotte and Saint John, and the overall capital cost of the project.

Mr. Stone, along with his associate Brenda-Dale McLean, architect with Grey Cardinal Management Inc via Zoom, presented an overview of the estimated costs for the proposed community project, providing a breakdown by major components, including the electrical system, septic and well systems, excavation, and related elements. She also outlined the square footage associated with each component.

Following the presentation, Council agreed to further discuss the building design plan at the next Committee of the Whole meeting scheduled for January 21, 2026. Council will provide its feedback to Mr. Stone at a future date. Council also directed Mr. Stone and Ms. McLean to prepare a conceptual drawing of the proposed community complex for discussion at the January Committee of the Whole meeting.

Business Arising from the Minutes/Old Business

a. Building By-Law

2026.01.14.03 Moved by Councillor Thompson, seconded by Councillor Dealy to declare that the by-law C-4-2026 being the Building By-Law for the Rural Community of Fundy Shores be read for by the title for the second time and by summary.

Motion Unanimously Carried

The following statement was read by Councillor Thompson: *“By-Law No. C-4-2026 being the Building By-Law for the Rural Community of Fundy Shores.*

“The Rural Community of Fundy Shores currently follows the Province’s General Regulation under the Building Code Administration Act (BCAA), which sets out the National Building Code and serves as the default building by-law for communities without their own. With this building by-law, Council now has the option to adopt its own building rules, though most requirements must remain consistent with Provincial regulations. The proposed by-law largely mirrors the existing BCAA regulation but introduces two key policy changes: it would set clear timelines for building permit expiry—requiring construction to begin within 12 months and not pause for more than 24 months— and it would double permit fees for projects that proceed without a permit and ignore a written stop-work order. These changes would help reinforce building and planning rules already in place for Fundy Shores.”

b. Universal Building Fees By-Law

2026.01.14.04 Moved by Councillor Bent, seconded by Deputy Mayor Saulnier to declare that the by-law C-3-2026 being the Universal Fees By-Law for the Rural Community of Fundy Shores be read for by the title for the second time and by

summary.

Motion Unanimously Carried

The following statement was read by Councillor Bent: *"By-Law C-3-2026 being the Universal Fees By-Law for the Rural Community of Fundy Shores.*

Council has the authority to adopt its own fees by-law to set planning and development application fees. Since Fundy Shores was formed in 2023, it is no longer covered by the Provincial planning fees regulation, so adopting a local fees by-law would ensure compliance and a continuation of existing fees structures. The proposed fees match those historically used in Lepreau and Musquash, and all collected fees are collected by the regional service commission and returned to the Rural Community to help offset the cost of providing planning services."

c. Code of Conduct By-Law Update

2026.01.14.05 Moved by Deputy Mayor Saulnier, seconded by Councillor Dealy to declare that the by-law A-6-2026 being the Code of Conduct By-Law for the Rural Community of Fundy Shores be read for by the title for the second time and by summary.

Motion Unanimously Carried

The following statement was read by Deputy Mayor Saulnier: *"By-Law A-6-2026 being the Code of Conduct By-Law for the Rural Community of Fundy Shores.*

Council is updating the Code of Conduct by-law to become compliant with current regulations. The new by-law includes updates relating to representing Fundy Shores, communicating with Council and Staff, use of communication tools, including social media and matter of confidentiality and conflict of interest. This by-law also outlines the compliant process, investigation of complaints and any sanctions that can be taken against a member of Council."

d. Remuneration By-Law

2026.01.14.06 Moved by Councillor Dealy, seconded by Deputy Mayor Saulnier to declare that the by-law A-5-2026 being the Remuneration By-Law for the Rural Community of Fundy Shores be read for by the title for the second time and by summary.

Motion Unanimously Carried

The following statement was read by Councillor Dealy: *"By-Law A-5-2026 being the Remuneration By-Law for the Rural Community of Fundy Shores.*

In accordance with the Local Governance Act, Council has the authority to set the remuneration of member of Council. This by-law will adjust the annual rate paid to members of Council, as well as include the number of meetings each member must attend to retain their full annual rate. Other items have remained unchanged. This by-law is scheduled to come into effect following the 2026 Local Government Election."

Department Reports

a) General Government

- i) Mayor's Report- Mayor Cogswell submitted his reports online. Denny expressed his interest in increased municipal involvement in nuclear-related matters, noting his support for the production and processing of medical isotopes and the potential development of a second CANDU reactor within Fundy Shores.

Mayor Denny also informed Council that, at the most recent Regional Service Commission meeting, he was introduced to the new Communications Coordinator, Steven MacDougall. He noted that he was impressed with Mr. MacDougall's experience, ideas, and ambition, and expressed interest in connecting with him in the future regarding initiatives for Fundy Shores.

ii) Councillor's Reports

- 1. Deputy Mayor Heather Saulnier- Deputy Mayor Saulnier submitted her report online.
- 2. Councillor Deanna Bent- Councillor Bent submitted her reports online.
- 3. Councillor Tina Dealy- Councillor Dealy submitted her reports online.
- 4. Councillor Lorraine Thompson- Councillor Thompson submitted her reports online.

iii) CAO Report to Council

No report submitted.

b) Planning and Inspection

No report submitted.

c) Public Safety

No report submitted.

d) Economic Development

No report submitted.

Standing Committee Reports

a) Community & Economic Empowerment Committee

No report.

b) PRAC Committee

Submitted online.

c) Safe Community & Emergency Preparedness Committee

No report submitted.

d) Recreation & Destination Committee

No report submitted. But Mayor Denny thanked Councillor Dealy along with other community members for

spearheading a food drive within the community to help the St. George Food Bank after a recent fire

Correspondence

a) Correspondence Received

i. Fundy High School- Political Science Class

Mayor Cogswell and CAO Brown attended this class earlier this month and gave a presentation to students about federal and municipal politics.

ii. Fundy High School- Civics Class

Mayor Cogswell and CAO Brown attended this class earlier this month and gave a presentation to students about local government, government roles and responsibilities, getting involved.

iii. Responding to Dredging Request for Dipper Harbour

Doug Wentzell, Regional Director General, Fisheries and Oceans Canada, informed Mayor Cogswell that the Harbour Authority undertakes repairs and maintenance, including dredging, based on annual assessment of regional and national priorities and subject to available funding. Program officials will continue to collaborate with the Harbour Authority of Dipper Harbour to address dredging requirements.

b) Correspondence Issued

i. Dredging at Dipper Harbour

Mayor Cogswell sent a letter to the Hon. Joanne Thompson, Minister of Fisheries, highlighting the urgent need for dredging at the Dipper Harbour Wharf due to sediment accumulation that is affecting vessel access.

ii. Nuclear Support Press Release

Mayor Cogswell issued a public press release expressing support for the production and processing of medical isotopes, as well as the potential development of a second CANDU reactor within the community. He noted that such initiatives would build on existing employment opportunities, strengthen the economy of southern New Brunswick, and help secure a sustainable municipal tax base.

Approval of Payments

2026.01.14.07 Moved by Councillor Bent, **seconded** by Deputy Mayor Saulnier to accept payment of General Government Invoices of December 2025.

Motion Unanimously Carried

Approval of Accounts

2026.01.14.08 Moved by Deputy Mayor Saulnier, **seconded** by Councillor Thompson to approve the Expense Report for December 2025.

Motion Unanimously Carried

New Business

a. Canada Community Building Fund- Payment Transfer

2026.01.14.09 Moved by Councillor Bent, **seconded** by Councillor Thompson to resolved to transfer \$133,158 from the General Operating Fund to the Canada Community Building Fund.

Motion Unanimously Carried

b. Canadian Nuclear Conference Attendance

2026.01.14.10 Moved by Councillor Dealy, **seconded** by Councillor Bent to send CAO Brown to represent Fundy Shores at the Canadian Nuclear Conference in April 2026.

Motion Unanimously Carried

c. Donation Request- Fundy Shores Home & School Association

2026.01.14.11 Moved by Councillor Dealy, **seconded** by Councillor Bent to approve a one-time monetary donation of \$500 to the Fundy Shores Home & School Association to recognize and celebrate the dedication, hard work, and positive impact of teachers and staff during Staff Appreciation Week (February 2026)

Motion Unanimously Carried

d. NB Power- Request for Letter of Support

2026.01.14.12 Moved by Councillor Bent, **seconded** by Deputy Mayor Saulnier to send a letter of support from the Rural Community of Fundy Shores to NB Power regarding nuclear matters.

Motion Unanimously Carried

e. Election of Deputy Mayor

Per the Procedural By-Law, Council held the annual vote for Deputy Mayor of The Rural Community of Fundy Shores, and Heather Saulnier was re-elected as Deputy Mayor.

Closed Session

None.

Next Meetings

- a) Committee of the Whole
Community Building
January 21, 2026- 6:00 pm

- b) Regular Council Meeting
Community Building
February 4, 2026- 6:00 pm

Announcements

Mayor Cogswell informed Council of the ongoing YMCA after-school program at Fundy Shores School and shared the newly released program brochure that will be shared on the community social media.

Adjournment

2026.01.14.13 Moved by Councillor Bent, **seconded** by Councillor Dealy to adjourn.
Meeting adjourned at 7:02 pm.

Motion Carried

George (Denny) Cogswell
Mayor
Rural Community of Fundy Shores

Linda Sullivan Brown
Chief Administrative Officer/Clerk
Rural Community of Fundy Shores