

**Minutes**  
**Rural Community of Fundy Shores**  
**Committee of the Whole Meeting**  
**Community Building**  
**November 19, 2025 - 6:00 pm**

**Call to Order**

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

**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, Presenters: Robert Fawcett and Andrew Willett- Irving Woodlands

**Presentation to Council**

Robert Fawcett, Director of Corporate Relations for Irving Woodlands, provided an overview of the company and its activities. He explained that Irving Woodlands is in the process of developing a new five-year conservation plan for the Province of New Brunswick. He noted that the company does not have an economic timber-harvest objective associated with this initiative, emphasizing that the goal is to support enhanced conservation efforts within the province.

Mr. Fawcett stated that Irving Woodlands has visited several rural municipalities, including Fundy Shores, to seek participation in a joint letter to Conservation Minister Herron. The purpose of this letter is to request municipal support for the Minister's mandate to increase forest conservation across New Brunswick.

Andrew Willett, Forester with Irving Woodlands, reiterated that the company is developing a new forest management plan that includes expanded conservation measures addressing community-related social values, such as tourism. As part of this plan, Irving Woodlands is proposing to add an additional 8,000 hectares of forest to conservation within the Rural Community of Fundy Shores. This would result in approximately 93% of the Crown land within the municipality being designated for conservation.

Mr. Willett noted that this designation would mean Irving Woodlands would not conduct harvesting, tree planting, herbicide application, or similar forestry operations within the proposed conservation areas. He indicated that this initiative is expected to have a positive impact on tourism and related community interests.

Andrew provided an overview of the economic significance of the forest products sector in New Brunswick. He noted that Irving Woodlands works with approximately 1,280 forestry businesses and supports roughly 2,600 industry jobs. He also referenced

the sector's broader economic contributions, including an estimated \$3.8 billion in provincial GDP and \$3.7 billion in exports.

Andrew further explained that Minister Herron received a mandate from NB Premier Holt upon being appointed Minister of Natural Resources. This mandate directs the province to increase the amount of conservation forest from 10% to 15%. Irving Woodlands hopes to contribute to achieving this target by:

1. identifying new conservation areas that protect water connectivity, wetlands, and related ecological values; and
2. improving public support by incorporating areas with high social importance—such as tourism assets, drinking-water sources, and zones that would benefit from relocating forestry operations away from nearby communities.

In closing, Robert and Andrew requested that Council review the letter from Irving Woodlands to Conservation Minister Herron, seeking municipal support for increasing forest conservation within the Rural Municipality of Fundy Shores. Council expressed its intention to review the letter and will revisit the matter at a future meeting.

## **Topics**

### **a. Budget Update 2026**

#### **i. Asset Management Presentation**

CAO Linda Brown delivered an asset management presentation to Council. She asked whether Council remains interested in having the Musquash Fire Department provide operational support to the community, including facility evaluations, IT maintenance, and related services.

Linda presented a spreadsheet outlining Council's guidelines for capital investment levels, recommended reserve contributions, and operational requirements. She explained that the goal of the asset management process is to compile all asset classifications and related data into a single document for Council's use during future deliberations.

CAO Brown noted that the development of an asset management plan is required under provincial regulation.

#### **ii. Firefighter Remuneration**

CAO Brown reviewed the firefighter remuneration document with Council. She explained that the Musquash Fire Department does not compensate firefighters on a per-call basis; instead, volunteer firefighters are paid from a collective fund, with amounts allocated based on the type of service performed (e.g., fire calls, training).

CAO Brown asked Council to consider what would be a fair annual amount for the Fire Department to allocate toward volunteer compensation. Council agreed that \$80,000 would be appropriate.

**iii. Insurance**

CAO Brown informed Council that she had recently obtained two quotes for municipal insurance. Council reviewed both proposals and noted the differences between them. CAO Brown recommended deferring a decision on the insurance matter to a later date, and Council agreed.

**iv. Remuneration By-law**

CAO Linda Brown informed Council that approximately \$65,000 remains unused in the municipal budget. She asked whether Council wished to transfer these funds to reserves or address the disparity in Council compensation. Mayor Cogswell noted that any changes to Council remuneration would apply only to the next Council elected in May 2026.

Linda reported that she had entered the municipality's attributes—such as solid waste collection, educational facilities, emergency management responsibilities, and population—into the Association Francophone des Municipalités du Nouveau-Brunswick (AFMNB) Remuneration Guidelines. Based on these criteria, the recommended compensation range for Council is \$25,001 to \$32,250. Linda will calculate the corresponding percentage within this range to determine the precise recommended compensation amount for the next council.

**v. Capital Investment Plan - CCFB**

CAO Brown stated that she hopes the Cherry Tree Project can be funded through the Canada Community-Building Fund (Gas Tax). She also noted that she is preparing a \$50,000 tourism enhancement proposal for upgrades to the Lepreau Falls area, which would include improved signage.

CAO Brown added that she is exploring opportunities to enhance community green spaces, including the construction of gazebos. Any remaining funds from these initiatives would be directed toward the development of the future community complex.

**vi. Capital Investment Plan - Infrastructure GNB**

CAO Brown informed Council that \$50,000 is available for the

municipality to allocate toward capital renewal. These funds may be used to conduct a feasibility study on facility design costs, support life-cycle extension projects such as infrastructure replacement, and participate in cost-sharing initiatives related to municipal assets and infrastructure.

**vii. Crownland Lease – Cherry Tree**

CAO Brown informed Council that she is applying for a 10-year lease to establish trails as part of the Cherry Tree Project in Lepreau.

**b. Tabled Items**

**i. Building By-Law**

Council approved the Building By-law that was presented at the November 5, 2025 Regular Council meeting and will vote on this matter at the next Regular Council Meeting.

**ii. Uniform Fees By-Law**

Council approved the Building By-law that was presented at the November 5, 2025 Regular Council meeting and will vote on this matter at the next Regular Council Meeting.

**iii. CUPW – Postal Service Cuts**

Deputy Mayor Saulnier expressed that Council should refrain from involvement in the CUPW strike. CAO Brown emphasized that Council is under no obligation to take any action or to introduce a motion concerning the matter. It was agreed that the issue would be further considered and formally voted upon at the December Regular Council meeting.

**iv. Unsightly Enforcement**

Building Inspector Vern Faulkner requested authority to enforce the unsightly premises by-law complaint and professional opinion, rather than just on complaint and immediate danger to the public. Council indicated that they wish to review the matter further from a legal perspective and agreed to revisit and vote on the issue at the December Regular Council meeting.

**c. Outstanding Items**

**i. Tourism Accommodation Levy**

Council expressed reservations about its implementation. CAO Brown will consult with Synergi Executive Director Brian Cook to assess the feasibility and potential benefits of adopting the levy.

**ii. NB Power Review**

Mayor Reminder staff and Council of the upcoming virtual session on November 25, 2025 regarding NB Power Review.

**iii. Regional Service Commission Review**

CAO Brown will prepare a draft outlining Council's perspectives on the Regional Service Commission for review by the incoming Council.

**d. Other Items**

**i. New Building on Route 790 in Musquash**

Council and community members raised concerns about a house being built on Route 790 in Musquash. The lot in question is under one acre, prompting some to question its legality. However, because the property was registered prior to 1973, the construction is lawful under "legal non-conforming use" provisions. Councillor Dealy noted that the owners obtained a permit from Public Health for a well and septic system. While complaints were made, Council confirmed that the build complies with applicable regulations.

**ii. Breakfast with Santa**

Councillors requested assistance from both volunteers and staff to help organize the Breakfast with Santa event scheduled for December.

**iii. Update on Bike Track**

Community member Shawn Dagenais was unable to purchase a parcel of land in Chance Harbour for the purpose of building a motocross track due to concerns raised by neighbours regarding noise and traffic. Mr. Dagenais subsequently announced on social media that he is seeking to acquire a different parcel of land elsewhere to pursue his motocross track proposal.

**iv. Cookies for Seniors**

Council agreed that the Cookies for Seniors initiative—providing treats and cards to isolated or vulnerable seniors during the holidays—is a positive and valuable activity.

**Next Meetings**

- a. Regular Council Meeting  
Community Building  
December 3, 2025 – 6:00 pm
- b. Committee of the Whole  
Community Building  
December 17, 2025 – 6:00pm

**Adjournment**

This meeting was adjourned at 8:35 pm.

---

George (Denny) Cogswell  
Mayor  
Rural Community of Fundy Shores

---

Linda Sullivan Brown  
CAO/Clerk – Treasurer  
Rural Community of Fundy Shores