

Minutes
Rural Community of Fundy Shores
Committee of the Whole Meeting
Community Building
October 22, 2025 – 6:00 pm

Call to Order

Mayor Cogswell called the meeting to order at 6:03 pm

Roll Call

Mayor George (Denny) Cogswell, Deputy Mayor Heather Saulnier, Councillor Deanna Bent (7:11pm), Councillor Tina Dealy, Councillor Lorraine Thompson, Chief Administrator Officer/Clerk Linda Sullivan Brown, Administrative Assistant Jillian Holland, Presenters: Shawn Dagenais (6:15pm) and Stephen Stone (6:30 pm via Zoom)

Presentation to Council

- a. Community member Shawn Dagenais presented to Council his intention to develop a business proposal for a motocross track. He explained that the project would include a one-way single-track motocross course combined with paintball and Gellyball™. Shawn emphasized his commitment to safety, noting plans for emergency vehicle access and the installation of fire extinguishers. He also mentioned the inclusion of obstacle courses and enduro bike riding (a type of mountain bike designed for climbing efficiency and descending steep, technical terrain at speed), with the goal of offering instructional courses for both motocross and enduro riding in the future.

Shawn stated that, in the long term, he hopes to develop accommodation such as Airbnbs or cabins near the track to attract tourists to the area. The proposed site for the motocross track is located on Route 790, across from Lake Retreat Road, on approximately 160 acres of undeveloped rural land he intends to purchase. He is currently awaiting zoning permits and information from Service New Brunswick regarding rural watersheds and water proximity.

Council members had the opportunity to ask questions regarding the proposal. Mayor Cogswell inquired whether Shawn had consulted with Alex Henderson, Director of Planning Services with the Regional Service Commission regarding the rural plan, noting potential concerns about noise and zoning. Deputy Mayor Saulnier asked if the track would operate seasonally, to which Shawn confirmed that it would. When asked about potential revenue, Shawn explained that users

would pay a daily fee. Regarding maintenance, he stated that he (and potential future staff) would be responsible for upkeep.

Councillor Dealy informed Mr. Dagenais that she is a member of the Community Business Development Corporation and provided contact information for individuals and resources that may assist with funding. Mayor Cogswell encouraged Shawn to communicate with the Fundy Shores Recreation and Destination Development Committee should he require support and recommended that he establish a project timeline and submit all necessary documentation to Alex Henderson as soon as possible.

- b.** A virtual presentation was delivered to Council by Dillon Consulting Partner Steven Stone regarding the Fundy Shores Community Complex. Mr. Stone informed Council that he and his team are currently finalizing the functional building plan based on the planning work that has been done to date. Dillon is currently reviewing background data including existing community infrastructure and regional population trends, completing interviews with service providers, and reviewing past public feedback received from the Community Complex Needs Committee.

Mr. Stone reiterated the top three priorities for the Community Complex, as identified by the May 2025 community survey are:

1. indoor recreation space (gym, fitness center, event gathering)
2. healthcare facility (blood collection, lab services, etc.)
3. childcare space

Mr. Stone also mentioned that community members' primary concern according to feedback is the project cost, the impact of potential taxes, and future tax increases. Realistically, this project cannot rely on provincial funding, as the annual provincial community funding grant is \$41,421. To offset ongoing operating costs, we need to look at the Community Complex as being a service provider as well as a revenue generator.

Mr. Stone discussed the operational balance of the Community Complex and the importance of finding the right balance between subsidized services (e.g. clinic, library) and commercial revenue generators (e.g. café, rentable business space). Steven asked Council their thoughts on operational balance of the project to sustain long-term financial sustainability. Mayor Cogswell expressed the importance of leasing/rental space within the Complex to generate revenue to help offset the cost of the project-whether from Horizon Health for a clinic, or private functions, meetings, or other events. Mayor Cogswell added, The greater the funding we can secure from external sources, the less financial burden there will be on taxpayers.

Mr. Stone asked council to consider the Community Complex project's maximum capital cost. Mayor Cogswell's response to this was that council is leaning towards a phased-in approach to building and funding, according to the priority of the needs of community members. Denny added that he was pleased with the funding model and construction timeline of the newly built Summit Centre, the community complex in the town of Hampton, NB. Mr. Stone added that ongoing annual operating costs of the project must be considered and sustained from year to year.

Mr. Stone provided an update on the next steps in the project development plan. He explained that the Dillon Consulting team will continue ongoing communication with CAO Brown and Council as the project progresses. During the design phase, the focus will be on determining which spaces can realistically be accommodated within the complex. By November, Dillon Consulting plans to present high-level renderings illustrating potential layout options and approximate space allocations. These conceptual visuals will help Council and stakeholders better understand the proposed spaces and refine design considerations. Mr. Stone also noted that stakeholder engagement reports will be completed to support informed decision-making and guide the design process. Following this, Dillon will prepare a preliminary conceptual design and corresponding cost estimate. He anticipates having more detailed information and design concepts available by the third week of November.

Council discussed next steps from their end and proposed hosting a community engagement session during the upcoming "Breakfast with Santa" event in December to gather public input.

Topics

a. Budget Update & Capital Investment Plan- CCFB

Nothing to add.

b. By-laws in Draft

CAO Brown presented new by-laws to council for review. Following discussion, council recommended amendments to the proposed by-laws.

c. Policies in Draft

CAO Brown presented new policies to council for review. Following discussion, council recommended amendments to the proposed policies.

Next Meetings

- a. Hands in the Current - Documentary, Presented by ECW, Community Building**
October 27, 2025 – 7:00 pm

- b.** Radon Awareness Meeting,
Community Building
October 29, 2025 - 7:00 pm
- c.** Regular Council Meeting
Community Building
November 5, 2025 – 6:00 pm
- d.** Committee of the Whole
Community Building
November 19, 2025 – 6:00pm

Adjournment

This meeting was adjourned at 8:20pm.

George (Denny) Cogswell
Mayor
Rural Community of Fundy Shores

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

Business Arising from the Minutes/Old Business

None

Department Reports

General Government

Mayor's Report- Mayor Cogswell submitted his reports online and reviewed the highlights of his month.

Councillor's Reports

Deputy Mayor Heather Saulnier- Deputy Mayor submitted her reports online

Councillor Deanna Bent- Councillor Bent submitted her reports online

Councillor Tina Dealy- Councillor Dealy submitted her reports online. She informed council that the flyers for the upcoming Community Day event (Aug 15-17, 2025) had been posted to social media and mailed. She informed us there is a call for vendors for the Community Day Farmer's market. The schedule for the Community Day Festival was read.

Councillor Dealy was commended for her efforts and organization by Mayor Cogswell.

Councillor Lorraine Thompson- Councillor Thompson submitted her reports online

2025.08.06.106 Moved by Councillor Bent, **seconded** by Deputy Mayor Saulnier to approve the CAO report as submitted.

Motion Unanimously Carried

Planning and Inspection

2025.08.06.107 Moved by Deputy Mayor Saulnier, **seconded** by Councillor Dealy to approve the report as submitted.

Motion Unanimously Carried

Public Safety

2025.08.06.108 Moved by Councillor Dealy, **seconded** by Deputy Mayor Saulnier to approve the Musquash Fire Department Report for July.

Motion Unanimously Carried

Economic Development

2025.08.06.109 Moved by Councillor Dealy, **seconded** by Councillor Bent to approve the report as submitted.

Motion Unanimously Carried

Recreation, Community & Culture

No report

Correspondence

Discussed letters of correspondence issued and received.

Approval of Payments

2025.08.06.110 Moved by Councillor Dealy, **seconded** by Councillor Bent as provided.

Motion Unanimously Carried

Approval of Accounts

2025.08.06.111 Moved by Councillor Bent, **seconded** by Councillor Dealy as provided. ☐

Motion Unanimously Carried

New Business

a) Appointment of Assistant Clerk

2025.08.06.112 Moved by Councillor Bent, **seconded** by Councillor Dealy that be it resolved to appoint Jillian Holland as the Assistant Clerk for the Rural Community of Fundy Shores under section 74 (2) of the Local Governance Act whereby: "The assistant clerk is subject to the directions of the clerk and in the absence or disability of the clerk or when there is no clerk, has all the powers and duties of the clerk."

Motion Unanimously Carried

b) UMN B Fee Review.

Information Only.

Closed Session

2025.08.06.113 Moved by Councillor Dealy, **seconded** by Deputy Mayor Saulnier to move into closed session.

Motion Unanimously Carried

Council moved into closed session at 6:26pm.

Employment Matter – Council gave direction to the CAO to complete the organizational restructuring as directed.

Potential Commercial Investor – Council gave directions to the CAO to contact Opportunities New Brunswick and set up a meeting to discuss the potential commercial investor and if any support can be provided.

Council returned to open session at 7:29pm.

Next Meetings

Committee of the Whole
Community Building
August 20, 2025- 6:00 pm

Regular Council Meeting
Community Building
September 3, 2025- 6:00 pm

Announcements

Mayor Cogswell Welcomed Jillian Holland to the Rural Community of Fundy Shores Staff.

Adjournment

2025.08.06.114 Moved by Councillor Dealy, **seconded** by Deputy Mayor Heather Saulnier to adjourn. The meeting adjourned at 7:32 pm.

George (Denny) Cogswell

Linda Sullivan Brown

Mayor
Rural Community of Fundy Shores

Chief Administrative Officer/Clerk
Rural Community of Fundy Shores