



REGULAR MEETING OF COUNCIL MINUTES

Wednesday, January 21, 2026
7:00 p.m.
Magaguadavic Place Community Center

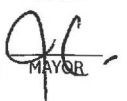
- MEMBERS PRESENT:** Mayor John Craig
Deputy Mayor David Hatt
Councillor Alexa Detorakis
Councillor Adam Hatt
Councillor Lisa McKay
Councillor Darrell Tidd
Councillor Michael Thompson
- MEMBERS ABSENT:** Councillor Terry Lee
Councillor Wayne MacQuarrie
- STAFF PRESENT:** Jason N. Gaudet, CAO/Clerk
Amy Carter, Administrative Assistant
Lori Kelly, Project Coordinator/Economic Development
- GUESTS PRESENT:** Vicki Hogarth, Florence Mitchell; CHCO-TV
Alex Henderson; Southwest NB Regional Service Commission
Gallery: 10

Minutes of Council meetings are required and described in Eastern Charlotte Bylaw # EC-01, Proceedings of Council:

- a) The minutes shall record, without note or comment:
 - i) The place, date and time of the meeting,
 - ii) The name of the presiding officer and the attendance of Council Members,
 - iii) The reading, if required, correction and adoption of the minutes of prior meetings, and
 - iv) All resolutions, decisions and proceedings of the meeting.

Video recordings of meetings are available by link at <https://easterncharlotte.ca/council/council-meetings>, or on Youtube at <https://www.youtube.com/@easterncharlotte>.


CLERK


MAYOR

1. CALL TO ORDER

The Regular Meeting of the Council for Eastern Charlotte held on Wednesday, January 21, 2026, at Magaguadavic Place, was called to order by Mayor Craig at 7:00 pm.

2. ADOPTION OF AGENDA

Motion: THAT Council adopt the agenda for the meeting of January 21, 2026, Regular Meeting of Council, with the addition of a discussion about the Blacks Harbour water communications sub-committee terms of reference to Old Business.

Moved by: Councillor Detorakis

Seconded by: Councillor Tidd

Motion carried unanimously.

3. CONFLICT OF INTEREST DISCLOSURE

- None

4. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING(S)

Motion: THAT Council approve the Minutes for the meetings of December 17, 2025 (Regular Meeting of Council), December 16, January 6 & January 13 (Meetings of the Committee of the Whole), as circulated to members of Council.

Moved by: Councillor Hatt

Seconded by: Deputy Mayor Hatt

Motion carried unanimously.

5. BUSINESS ARISING OUT OF MINUTES

- None

6. DELEGATIONS

- None

7. DEPARTMENT REPORTS**a. General Government Report**

CAO presented the General Government report for the month of December 2025 (attached).

- CAO highlighted the hard work and commitment of ECFR members, staff and community partners with the recent fire incident in St. George.

b. Reports of Southwest NB Service Commission (SNBSC)

JG
CLERK


MAYOR

Alex Henderson, Planning Director, SNBSC, read the Planning report for the month of December 2025 (attached).

- Discussed future possibility of an added service providing updated GIS mapping of infrastructure changes service to support public works and community planning efforts.

c. **Fire Department Report**

Councillor Thompson highlighted the Fire Report for the month of December 2025, as prepared by Cara Hatt, Fire Services Administrator (attached).

d. **Public Works Report**

Deputy Mayor Hatt summarized the Public Works reports for Blacks Harbour and St. George for December 2025 (attached).

The Public Works Report for Blacks Harbour was prepared by Foreman Richard Leavitt, and the Report for St. George was prepared by Foreman Ron Groom.

- Councillor Hatt commented that we should get a quote on cost and time needed to repair the one hundred year old Santa Sleigh and reindeer in Blacks Harbour for the future.
- Mayor Craig emphasized the new heat pumps in the ECRC, and invited people to join walking indoors at the YMCA.

e. **Parks & Recreation Report**

Councillor Hatt summarized the Parks and Recreation report for Blacks Harbour and St. George for December 2025, as prepared by Foreman Drew Dougan (attached).

- Elaborated on the new ice surface camera at the ECRC and how to access it. Thanked original group that raised money to kickstart this process.

f. **Committee Reports**

Councillor Detorakis reviewed the Age-friendly Committee report for December. (attached)

- Discussion on walking trail usage for winter recreation activities and removal of bollards for snowmobiles

8. FINANCIAL STATEMENT

Motion: THAT Council accept the financial report for December 2025.

Moved by: Deputy Mayor Hatt

Seconded by: Councillor Thompson

Motion carried unanimously.

9. OLD BUSINESS

- a. **Blacks Harbour Water Project Communications sub-committee Terms of Reference discussion**


CLERK


MAYOR

- CAO explained that the Terms of Reference for the sub-committee has been circulated for feedback and is to provide another level of communication on the ongoing water projects by Englobe and how it affects the water users and encourage their support and cooperation.

10. NEW BUSINESS

a. Capital Borrowing Board Application

Motion: BE IT RESOLVED that the Municipality of Eastern Charlotte submits to the Municipal Capital Borrowing Board an application for authorization to borrow money (or to guarantee the repayment of money borrowed or to enter into a lease, lease-purchase or purchase arrangement) in an amount not to exceed \$934,000 for the following:

Purpose	Term	Amount
Emergency services: Fire Truck/Pumper	15 years	\$934,000

Moved by: Councillor Thompson

Seconded by: Deputy Mayor Hatt

Vote on the Motion:	Councillor Detorakis	Deputy Mayor D. Hatt	Councillor McKay	Councillor Hatt	Councillor Thompson	Councillor Tidd	Mayor Craig (tie-breaker)
Aye (in favour)	X	X	X		X	X	n/a
Nay (opposed)				X			

- CAO explained the process of borrowing and previous tender results
- Councillor Hatt expressed his preference for purchasing a truck within the province.

Motion carried.

b. Provincial-Municipal Highway Partnership (PMHP), 2027-2031

Motion: BE IT RESOLVED THAT the Council of Eastern Charlotte approve the *Provincial-Municipal Highway Partnership Program* for 2027-2031 and authorize the CAO to submit the application to the Department of Transportation to the Province of New Brunswick.

Moved by: Deputy Mayor Hatt

Seconded by: Councillor McKay

Motion carried unanimously.

JG
CLERK

JL
MAYOR

c. Communications- Councillor Hatt

Motion: BE IT RESOLVED that Council get quotes from firms for training on communications and social media by the next Council meeting.

Moved by: Councillor Hatt

Seconded by: Councillor Tidd

Motion carried unanimously.

Motion: BE IT RESOLVED that Council update the social media Policy within the next 30 days to cover how official posts of the Municipality are to be handled.

Moved by: Councillor Hatt

Seconded by: Councillor McKay

Motion carried unanimously

d. Blacks Harbour Water System, flow and distribution rates – Councillor Tidd

WHEREAS the Municipality of Eastern Charlotte is committed to ensuring the safety, efficiency, and compliance of water systems within its jurisdiction; and

WHEREAS the Municipal privately owned water system may impact overall water management, public health, and infrastructure planning; and

WHEREAS it is necessary to obtain data on flow and distribution rates of the private water system at the source of distribution (Jackson) to assess usage and ensure adherence to applicable guidelines.

BE IT RESOLVED that the Council of the Municipality of Eastern Charlotte authorizes and directs the Municipality's engineering firm Englobe to obtain the flow and distribution rates of the private water system which supplies Blacks Harbour and Beaver Harbour, including data on flow, distribution and consumption, while ensuring all actions fully comply with relevant provincial guidelines under the New Brunswick Public Health Act, Clean Water Act, Water Quality Regulation (NB Reg 82-126), and federal Guidelines for Canadian Drinking Water Quality, as well as any other applicable provincial and federal regulations pertaining to water quality, privacy, and data collection.

BE IT FURTHER RESOLVED that the engineering firm shall provide a report to Council on the findings.

And be it further resolved that, should Englobe be unable to obtain this information through standard procedures, the Municipality will seek assistance from the provincial Department of Environment and Local Government to facilitate access to the required data.

Moved by: Councillor Tidd

Seconded by: Councillor Hatt

- Discussion regarding feasibility of being able to obtain this data and why it is important to the Blacks Harbour water project and surrounding area with regards to the water table.

Motion carried unanimously.


CLERK

MAYOR

11. CORRESPONDENCE.**a. Richards' family-Thank you card**

Mayor Craig read the thank-you card for ECFR and staff for their effort during the apartment fire in St. George.

b. Letter- Theresa Gaudett

Councillor McKay read the letter from the Gaudett's in its entirety (see attached)

Motion: THAT the letter from Theresa Gaudett be referred to Economic Development for review and recommendation

Moved by: Councillor Hatt

Seconded by: Councillor Detorakis

Motion carried unanimously.

12. PUBLIC PRESENTATIONS/APPEARANCES

- a. Matthew Hall (Ward 4) advertised the Magaguadavic River white water paddling race, Saturday April 18th, accepting volunteers. Promoted Eastern Charlotte Trail Running club, join the Facebook page. Commented on information received through RTIPPA request and hopes that council and MLAs can work together as there is still no childcare in Eastern Charlotte. Discussed Fire underwriter survey for Blacks Harbour and encouraged other residents to reach out to insurance providers regarding rates. Regarding water system, 150,000 Gallons is what the Village is entitled to in the contract but at full capacity can pump 800-900 thousand gallons a day and says the ditch behind the reservoir has high water. Is disappointed in the way that code of conduct complaints have been happening behind closed doors.
- b. Greg Flemming (Pennfield) was happy to see the OWL digital meeting camera used in the recent committee of the whole meeting providing transparency and participation for the community. Would like to see all public meetings recorded and available.

13. STATEMENTS BY MEMBERS OF COUNCIL

Please note: Minutes are not intended to be a complete transcript, but a summary of remarks made.

- a. Councillor Tidd thanked everyone for coming. Expressed concerns about communication gap coming from provincial level to municipal level using the Fundy Health centre as an example
- b. Councillor McKay declined to comment


CLERK


MAYOR

- c. Councillor Detorakis thanked all groups for their efforts with the January 4th fire at the seniors' complex in St. George. Encouraged community members to learn about and get involved with the upcoming municipal elections. Discussed the potential airport in St. Stephen. Reiterated how important communication with stakeholders and provincial partners is and that we need to keep working on it.
- d. Councillor Hatt feels childcare project has taken far to long and wishes we had decided to build a childcare building at Magaguadavic Place regardless of funding.
- e. Councillor Thompson declined to comment.
- f. Deputy Mayor Hatt explained that the Mayor is the public face for council and that council is not always invited to every event.

14. DATE & LOCATION OF NEXT REGULAR MEETING OF COUNCIL

Wednesday, February 18, 2026, at 7:00 pm, at Magaguadavic Place Community Center.


15. ADJOURNMENT

Motion: THAT the meeting be adjourned at 8:31 pm.

Moved by: Councillor McKay



John Craig, Mayor



Jason N. Gaudet, CAO / Clerk



General Government

Report Period: December 2025

Prepared By: Jason N. Gaudet, CAO

- **Finance & HR:** The job postings for Administrative Assistant/Front Desk remains open and a posting for casual labourers for Public Works is also open. We are exploring the use of office space on the 2nd floor of the post office in St. George (for non-public facing staff). Foremen will attend a leadership training in January and HR has start work on annual performance reviews for staff.
- **Water & Wastewater:** Englobe has completed engineered flushing plan for Blacks Harbour water system. There were hopes to conduct a partial flushing event prior to the holidays however there were delays on sourcing some required flushing equipment so flush has been postpone until early spring. Well exploration is still schedule over the next couple of months pending GNB approvals. Staff is working on terms of reference for sub-committee for communications of the BH Water project. For St. George, the two IBA projects being conducted by CBCL, well development and sewage lagoon expansion, are under way. The lagoon expansion is looking at the need for a new or expanding the current lagoon, the work is currently looking a usage (especially with regards to industry). Well exploration is looking at water needs currently and future, in particular a development need for area of Exit 56, and possible area(s) to set a test well. We will be scheduling CBCL to present project update to Council in the coming months. The Province of NB will be launching a public website (online data portal) to provide NB residents with details on drinking water systems such as testing and requirements; the launch is expected in the next couple of months.
- **Childcare:** The pre-qualifying intake for the childcare building construction was started in December with tender documents going out to those that have qualified in early January.
- **Public Works:** the new St. George public works truck is awaiting its plow installation. A number of vehicles have been plagued with breakdowns and repairs with the large 3-ton dump truck/plow out of service with a rear end issue. In addition, St. George crew needed to complete a water repair on Brunswick Street in front of the Upper Mall only a couple days after Christmas while completing snow/ice removal.
- **Dangerous & Unsightly Properties:** we are submitting reimbursement from the Dept of Finance for demolitions completed in the couple of months. A tender closes for a demolition in Back Bay in mid-January.
- **Parks & Recreation:** Some renovations are planned for Magaguadavic Place in early January with a closet being installed in the conference room as well as installing a large TV in the conference room for meetings, a closet being installed downstairs and security system for entry. The ice view camera for the arena is now viewable on the municipal website. Heating/air system has been installed in the former curling area now being used as indoor recreation space. The YMCA will be completing some painting at the arena, and one of the two compressors will be taken offline for a retrofit in mid-January. Staff will be working on the new playground area near the courts on the side of the arena and the courts will be lined in the spring for basketball and ground hockey. A thank you to staff and volunteers that worked on the Christmas float in St. George and the Santa visit in Blacks Harbour. The New Years fireworks went off without any issue and were well received. Thank you to ECFR members and volunteers from Paturels for assisting with traffic for these events as well as the Christmas parade in Back Bay.

- **Housing & Development:** staff will be meeting in early January with the landowner for the proposed apartment building on Brunswick Street to offer assistance on moving the project along. Project Village Housing projects in Blacks Harbour report that “structural work will be starting with the new concrete footings”.

The Municipality would like to thank Members of Eastern Charlotte Fire Rescue for their prompt response and overall work for the January 4 Granite Court Apartment fire on Main Street in St. George. Not only with the fire operation during that day but previous work completed by the Fire Chief with the apartment tenants on a fire escape plan and fire drill assisted in a prompt and orderly evacuation of tenants. Additional thanks and appreciation is extended to staff of Extra Mural Nurses who not only provided their office space for a muster station, but who were also on-site providing assistance to evacuees. The Municipality has opened communication with Atlantic Baptist Housing for any assistance on effort to repairs the building. And “thank you” is extended to the volunteers for the Canadian Red Cross, and the numerous organizations and individuals assisting with the temporary relocation of the St. George Food Bank and Community Living group.



Planning, Building, & Enforcement

Report Period: Jan. 14, 2025

Prepared By: Alex Henderson, Planning Director

Planning update

- PRAC considered a similar to or compatible with variance request at their regular January meeting for 128 Jack Road, Pennfield, to permit two (2) separate dwellings on one (1) lot.
- The Planning Director and Housing Specialist/Senior Planner at SNBSC met with Lori Kelly of Eastern Charlotte and a local non-profit housing development to help provide guidance and assistance for their upcoming housing projects.

Development Results for Eastern Charlotte in 2025

- Twenty-six (26) total net new homes/apartment units permitted in 2025.
- Eighty-six (86) building/demolition or development permits approved in 2025 – two (2) rejected.
- Total construction value permitted in Eastern Charlotte in 2025: \$10,696,067.00.
- \$63,760.58 in permit fee revenue generated by the regional service commission and remitted back to the Municipality of Eastern Charlotte.
- Twenty-two (22) tentative subdivision plans approved in 2025
- Forty-seven (47) new building lots, eleven (11) parcels created in 2025.
- Twelve (12) zoning confirmation letters issued in 2025.
- Five (5) variance/terms & conditions approvals in 2025.
- Two (2) rezonings approved by Council in 2025.
- Four (4) new public roads created or extended in 2025.

Enforcement Totals in 2025

- There have been fifty-eight (58) enforcement cases opened in Eastern Charlotte in 2025. This is enforcement of the Community Planning Act (CPA), Building Code Administration Act (BCAA), or the Dangerous or Unsightly Premises By-law. These laws are intended to protect neighbours and property, maintain public safety and order, and provide a foundation for long-term community prosperity and investment attraction.

Respectfully submitted by, Alex Henderson, Planning Director, M.C.P., MCIP, RPP (NB)



Fire Department

Report Period: December 2025

Prepared By: Cara Hatt

Incidents per Month

	Dec 2024	Dec 2025
Fire/explosion - dollar loss [10]	3	2
Rubbish/grass fire - no dollar loss [12]	1	0
Chimney Fire [13]	2	1
Total Fire [10-19]	6	3
Rescue - Miscellaneous [30]	0	0
Vehicle Accident [31]	3	3
Resuscitation Call - respiratory emergency [35]	2	10
Resuscitation Call - heart attack [36]	2	6
Resuscitation Call – misc. [37]	0	1
Resuscitation Call - other than listed [39]	0	4
Resuscitation Call – dead on arrival [38]	0	2
Total Rescue or Resuscitation call [30-39]	7	26
Gas Leak –carbon monoxide [53]	0	1
Total Gas Leak [50-59]	0	1
Public Service - mutual aid [65]	4	7
Public Service – first aid [62]	0	0
Public Service – assisted police or other agency [63]	0	7
Public Service – misc.[69]	0	1
Public Hazard – Power line down/utility pole hazard [43]	0	9
Total Public Services [60-69]	4	24
Alarm No Fire - smoke or steam mistaken [71]	0	0
Alarm No Fire - detector activated [73]	3	6
Total Alarm no fire - No malicious intent [70-79]	3	6
Eastern Charlotte Fire Rescue TOTAL	20	60

“Resuscitation Call - other than listed [39]” can include:

- Overdose
- Stroke
- Seizure
- “Not acting normal” - Drugs or Alcohol
- Unresponsive
- Vomiting blood/bleeding



ST GEORGE

Public Works report

Report Period: December 2025

Prepared By: Ron Groom, Foreman

TRANSPORTATION

Final prep and assembly of snow removal equipment was done on the vehicles. The wing was the last thing to be added to our big truck as it generally isn't used as much early in the season because the ground is typically not frozen enough.

After a couple of uses with the wing truck, an issue with the rear differential was noticed, requiring a teardown to remove a critical piece for inspection. Some broken components were found so the truck was taken out of service until the repairs can be made.

We have been experiencing a rash of problems with most of our snow removal equipment this winter so far. Mostly electrical but some mechanical, and these have caused us to be short on vehicles to use at times. Age of the equipment and hidden corrosion in electrical connections are generally the culprits.

Some of the unnecessary garbage cans were removed and put into storage for the winter.

Cold patch was ordered to help keep the potholes filled up as they show.

The door latch had to be adjusted on the paramedic's room door at the Pennfield Fire Hall. The latch was not allowing the door to seat against the seal and cold air was blowing around it.

WATER

Water use for December was 12.6699 million gallons pumped, with a daily average of 408,706 gallons. The water levels in our two highest production wells remains at extreme low levels. We have started to use another lower producing well for the weekends to try and give time for any possible regeneration of the well levels to happen.

A water service line was replaced at a residence on Riverview Ave. Pressure complaints were received and on-site testing was done to confirm a low-pressure situation. After excavating the service line almost to the main, the issue was found in the form of a hole in the copper line. A new run of municipex service line was put in and pressure was restored.

We had a break in the water main on Brunswick St. at the tee that feeds the upper part of the mall. Once the line was sufficiently excavated, the damage was assessed and parts had to be sought from Saint John as we had none of the required materials in stock. The old broken tee was cut out and a new one installed to complete the repair. The line had to be dewatered which resulted in a boil order for the

section of Brunswick St. from 128 to the west end and Harvest Lane. Two days of water sampling were done, and all came back clear of bacteria, resulting in the order being lifted after two days.

We investigated another service line water leak on Main St east where it was determined the leak was on the homeowners property and their responsibility to repair.

There was a power interruption in Town affecting the operation of the water system. Two of our wells had been knocked out and the tower had not been refilling for at least half a day. Once the wells were brought back online we still had some issues with our tower for a few hours, which eventually sorted themselves out.

Normal water testing was done in December. All results are in the accompanying report.

SEWER

December saw a quiet month for anything relating to sewer. All stations and pumps are operating as they should.

Normal testing was completed this month, and the results are in the accompanying report.

WATER SAMPLE LAB RESULTS

December 3, 2025

Report #: G342936-25, Analysis of water samples

One water sample was received on December 2, 2025 for microbiological testing. The identity of the samples and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G342936-1	Rainbow Net	18893	0	0

December 10, 2025

Report #: G342989-25, Analysis of water samples

Four water samples were received on December 9, 2025 for microbiological testing. The identity of the samples and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G342989-1	Well #2B – Pre Cl	26437	0	0
G342989-2	Well #2B – Post Cl	26437	0	0
G342989-3	108 Mount Pleasant	18779	0	0
G342989-4	4 Henry Lane	23621	0	0

December 17, 2025

Report #: G343070-25, Analysis of water samples

Three water samples were received on December 16, 2025 for microbiological testing. The identity of the samples and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G343070-1	Well #3 – Pre Cl	16513	0	0
G343070-2	Well #3 – Post Cl	16513	0	0
G343070-3	Birch Grove	16320	0	0

December 23, 2025

Report #: G343115-25, Analysis of water samples

One water sample was received on December 22, 2025 for microbiological testing. The identity of the samples and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G343115-1	Municipal Building	16397	0	0

LAGOON SAMPLE LAB RESULTS

January 12, 2026

Report #: G343071-25, Wastewater analysis.

Four samples of wastewater were received on December 16, 2025 for analysis. The identity of the samples and the results are given below:

RESULTS

(All results are in mg/L unless otherwise noted; test methods available upon request)

Sample ID:	Lagoon #1 Influent	Lagoon #1 Effluent	Lagoon #2 Influent	Lagoon #2 Effluent
Lab ID:	G343071-1	G343071-2	G343071-3	G343071-4
Parameters				
CBOD ₅	90	9	181	13
BOD ₅	119	12	214	22
TSS	58	7	48	15
FOG	54	48	35	27



Public Works Report, Blacks Harbour

Report Period: December 2025

Prepared By: Richard Leavitt, Foreman

Public Works will continue to do regular checks on our Water and Wastewater treatment system. This is done on a daily, weekly and monthly schedule. All documents are recorded and filed. These documents are later used for reports submitted to the Department of Environment and Department of Health. Turbidity checks and chlorine residual are kept in accordance with the approval to operate on a daily schedule. General maintenance and checks to all equipment is ongoing. We will continue to monitor turbidity and do checks on a daily schedule. All results are recorded, and the Municipality of Eastern Charlotte and Saint John Laboratory will continue to monitor the water quality. We will go beyond our normal test sites if required.

Sewer Lagoon @Pond#1 & Pond#2. A drone survey by Clean Harbours has been done, this was part of the dredging survey required when the project was completed.

The older Turbidity Meter that was sent out for a regular service @ HACH has been completed and passed. Also, an inspection and service call for the wall mount Turbidity device has been scheduled for Jan/26.

Fire Hydrants Diffusers and adaptors have been ordered this is part of the New Flushing Program that will take place in the spring.

Meetings with En Globe & Connors to discuss New Flushing program 2025 Results for Turbidity (NTU) Chlorine Residual (mg/L) also Heterotrophic Plate Count (HPC) Inorganic & Organic Analysis. Wastewater Flows, Lagoon Discharge, Meter Reading for Sewer Wastewater Collection & Sewage Lift Station Overflow Log.

Public Works will continue to do locates for C.B.C.L the Curb Stops that are located will be applied to our Electronic Mapping (continued into 2026). C.B.C.L will schedule an appointment when they can return for more updated locates. (On going)

Public Works put up Christmas lights and had repairs to power outlets & GFI where needed. We repaired the cable on the flagpole @ Main St. Park.

Water & Sewer Service on the Wellington Road. Public Works applied asphalt to the crosscut has been done Cold patch asphalt has been applied around some manhole and potholes.

Snow Plowing and sanding the hills, streets, sidewalks and parking lots. We had 8 events in December with some clean up required the following day.

Storm Drains Maintenance involves keeping the drains open is ongoing. Overflows @ Lift Station # 1 was reported this event was due to heavy rain.

Public Works was called to do traffic control flagging for a car accident on the corner of Main St. & Deadman's Harbour.

Ditching @ Arena for a new power line to be installed for Two heat pumps. Sanding the arena parking lot has been more often due to the new pavement seems to be holding pockets of water that can not run off due to the Slope with no drainage this has been on going.

N.B Power has requested several locates for New Poles to be installed for upgrade 2026. A meeting with N.B Power to discuss hydro/vac VS drilling at many locations has been done and a site visit to every locate requested was been met.

Public Works Equipment

- (1-Ton) The spinner and Conveyer both stopped working troubleshooting was done and new wire were installed. A new windshield was installed due to scratches and pits & film not able to clean poor visibility
- (3-TON Truck) Repairs to the spinner & replaced hydraulic hoses & welding on plow harness was needed also a coolant line replaced a new windshield was installed due to scratches, pits, film, poor visibility.
- (Trackless) Working on the Lights replaced oil pressure sensor and exhaust manifold leaking due to broken bolt needs to be replaced both side body panels need to be ordered body work paint for both trackless and trailer will be needed a new windshield will be needed also the Windshield wash tank and pump replaced & New hydraulic hose installed
- (Garbage Truck). The pre- inspection was done in December and some of the repairs have been started the garbage truck has been taken out of service while repairs are being done. (Note the turbo issues and engine wear has to be looked at along with the Springs Leaf Bushing to follow.
- (Backhoe) replaced the DEF sensor & sending unit.
- (Santa Sleigh) trailer needs a up grade or repairs.

Thanks, Rick Leavitt.

WATER SAMPLE LAB RESULTS

December 3, 2025

Report#: G342935-25 Analysis of water samples

One water sample was received on December 2, 2025 for microbiological testing. The identity of the sample and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G342935-1	Zone-Main	19829	0	0

(continued)

December 10, 2025

Report#: G342988-25 Analysis of water samples

Two water samples were received on December 9, 2025 for microbiological testing. The identity of the sample and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G342988-1	Well #3 - Munroe Road	10560	0	0
G342988-2	Zone - Deadmans	21590	0	0

December 17, 2025

Report#: G343069-25 Analysis of water samples

Two water samples were received on December 16, 2025 for microbiological testing. The identity of the sample and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G342484-1	Well #4 - Munroe Road	10548	0	0
0343069-2	Zone - Wellin~ton	17436	0	0

December 23, 2025

Report#: G343114-25 Analysis of water samples

One water sample was received on October 11, 2025 for microbiological testing. The identity of the sample and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G343114-1	Well, Wallace Cove	10606	0	0
G343114-2	Zone - Wallace Cove	17425	0	0
G343114-3	Zorie - Hospital Street	10662	0	0

December 30, 2025

Report#: G343127-25 Analysis of water samples

One water sample was received on December 29, 2025 for microbiological testing. The identity of the sample and the results are tabulated below.

RESULTS

Lab ID	Sample Identification	SID	Total Coliforms (cfu/100mL)	E. coli (cfu/100mL)
G343127-1	Zone-Main	19829	0	0

WASTERWATER SAMPLE LAB RESULTS

January 12, 2026

Report#: G342990-25 Wastewater analysis.

Three samples of wastewater were received on December 9, 2025 for analysis. The identity of the samples and the results are given below:

RESULTS

(All results are in mg/L unless otherwise noted; test methods available upon request)

Sample ID:	Influent	Pond 1 Effluent	Pond 2 Effluent
Lab ID:	G342990-1	G342990-2	G342990-3
Parameters			
TSS	80	49	68
BODs	180	NR	NR
CBODs	NR	17	12
TP	5.0	5.1	3.4
N03/N02	7.0	2.6	4.8
FOG	94	12	21
TKN	49.0	42.6	25.2
NH3	40.3	34.7	19.3
Unionized NHJ @. Sampling Temp	0.111	0.054	0.022
Unionized NH3 @ 15°	0.167	0.109	0.057
Sample Temp* °C	9.6	5.9	3.0
pH*	7.1	6.98	6.95

* Data provided by client

(continued)

January 12, 2025

Report#: G342991-25 Wastewater analysis.

One sample of wastewater was received on December 9, 2025 for analysis. The identity of the samples and the results are given below:

RESULTS

(All results are in mg/L unless otherwise noted; test methods available upon request)

Sample ID:	Combined Effluent
Lab ID:	G342991-1
Parameters	
TSS	31
CBODs	12
TP	3.7
N03/N02	2.5
FOG	33
TKN	27.2
NH3	18.5
Unionized NHJ @ Sampling Temp	0.024
Unionized NHJ @2 15°C	0.065
Sample Temp* °C	2.3
pH*	7.03

*Data provided by client



Parks & Recreation

Report Period: December 2025

Prepared By: Drew Dougan. Parks & Rec Foreman

- **Eastern Charlotte Rec. Complex** Ice Maintenance (edging, multi pattern dry shaving) done **Daily**. Daily inspection & maintenance logs completed as needed. Zamboni preventative maintenance/Reg. maintenance done as needed. Chem-Aqua back for their monthly sample collection and system check of our Cooling tower treatment program. Reports to the Province of our sample results complete. Cimco scheduled for the new year to overhaul compressor #1, and to make repairs to our condenser tower. We removed a few arena board advertisements, **so if you are a local business and are interested in having your ad on the boards**, please reach out to the municipal office for this exciting advertisement opportunity. New security cameras installed, camera for Ice Surface viewing installed and is now available for the public viewing through the Eastern Charlotte website. New set of game ready nets arrived. Heat pumps For the Gym in the YMCA installed. We Hosted the County Moose for 2 games in December.
- We are offering FREE opportunities to get out and enjoy our facility like: Pucks & sticks Monday and Thursday 3:15-5:15, Adult Skate Tuesdays & Thursdays 11:30am-1:30pm, Tots/kiddos on ice Wednesdays 3:30-4:30, OPEN Skate Tuesday 3:00-5:15.
- **Canal Beach**- Periodic Checks of the property and buildings throughout the Fall/Winter to be completed
- **Splash Pad**-. Winterization Complete. Periodic checks of pumphouse and grounds
- **Riverside Park**- Building/Bathrooms checked regularly. Bathrooms winterized after final night market
- **Playgrounds**- checks of municipal playgrounds done often.
- **Community gardens**- Water shut off and gardening equipment put away for the season. Periodic checks of the buildings

Eastern Charlotte Age Friendly Community Committee

Minutes – Jan 5, 2026 4:15 – 5:30 pm

Chair: Sharon Boyne Travis

Members: Maureen Cowan, Michelle Kelson

Regrets: Judi Fraser, Alexa Detorakis, Joan Craig

New Member starting next month: Lisa Hunter, RCMP Community Liaison Officer

- 1) Review of December's action items:
 - a. "One Sheet" - summary of our mandate/goals and activities Action: Sharon to draft and committee to review – ONGOING
 - b. List of organizations, municipal centers, senior groups, churches, etc. with contacts to be drafted. Action: ONGOING
 - c. Lisa Hunter will be joining the committee in February.
- 2) Newsletter – Issue # 2 – Letter from Chair (completed); articles on Pop-Up Book Club, Charlotte County Seniors Resource Center and Decluttering submitted to Maureen. ACTION: All members to submit ideas, articles, local interest items, etc. to Maureen by end of January 2026. Target Date for Print: mid- February
- 3) Advertising – agreed to post ad for commercial advertising in next issue ACTION:
 - a) Maureen/Michelle to create pricing range/sizes and ad for newsletter.
 - b) Sharon to draft letter for local businesses re: advertising opportunity
- 4) Discussed outline of Emergency Preparedness Workshop for Seniors and drafted list of organizations to contact to assist in delivery – Red Cross; EMO; Search & Rescue; Fire Department; Veterinarian Clinic Target Date for Delivery – April 2026 ACTION: a) draft of Agenda for the Seniors Workshop (Emergency Preparedness/Evacuation) and the First Responders Workshop (Trauma Informed Approach) – this will be a 1 day event Sharon and Maureen to take lead on this b) meetings to be set up with the various organizations within the next month to determine topics to be presented/kit items that can be donated/availability of personnel to present and to attend the Trauma Informed Response Workshop. Joan & Sharon to take lead with assistance from Alexa. c) research/price plastic totes for emergency kits & create lists of what the kits

should contain Michelle and Lisa Hunter to take lead on this.

d) transportation (Dawning Tours) – Eastern Charlotte only – from 8 am to 1 pm – pick up/drop off route to be determined Sharon to take lead on this

e) Food & Refreshments – Maureen to take lead (morning meet & greet; light lunch; afternoon snack)

5) Round-the-Loop Group in Back Bay has requested copies of the NB Seniors Resource book and more information on the Age Friendly Committee. ACTION: Maureen to set up a meeting with the group.

6) Question: are any of the walking trails in St. George groomed during the winter?
Action: Alexa to ask Public Works

Next Meeting: Monday, February 2, 2026, 4:15-5:30 pm @ Magaguadavic Place

Minutes prepared by S. Boyne Travis

GENERAL BUDGET

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
INCOME GEN	\$ 6,216,896.20	\$ 919,182.75	\$ -	\$ 7,136,078.95

GENERAL GOVERNMENT

Council Functions, general and financial management, legal matters, civic relations

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
	\$ 880,229.82	\$ 46,274.31	\$ -	\$ 926,504.13

PROTECTIVE SERVICES

policing, Fire Protection, emergency measures, animal control, building inspection and ther protective measures

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
POLICING	\$ 579,252.75	\$ 193,084.25		\$ 772,337.00
FIRE	\$ 843,161.89	\$ 82,768.39	\$ 11,153.39	\$ 937,083.67
EMO	\$ 14,712.44			\$ 14,712.44
OTHER	\$ 135,948.28	\$ 9,895.33		\$ 145,843.61
	\$ 1,573,075.36	\$ 285,747.97	\$ 11,153.39	\$ 1,869,976.72

TRANSPORTATION SERVICES

Common services, roads and streets maintenance, street lighting, traffic services, parking and other transportation related functions

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
	\$ 1,649,749.55	\$ 86,654.72	\$ 3,265.66	\$ 1,739,669.93

ENVIRONMENTAL HEALTH SERVICES

solid waste collection and disposal

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
	\$ 662,136.55	\$ 63,830.09	\$ -	\$ 725,966.64

PUBLIC HEALTH AND WELFARE SERVICES

provision of a medical clinic and physician recruitment

<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
\$ 23,029.46	\$ 1,668.58	\$ -	\$ 24,698.04

PLANNING AND DEVELOPMENT SERVICES

Planning and zoning, community development, tourism and other municipal development and promotion services

<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
\$ 270,924.14	\$ 20,937.28	\$ -	\$ 291,861.42

RECREATION AND CULTURE

maintenance or rec and culture facilities, ballfields, playgrounds

<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
\$ 836,127.30	\$ 71,114.43	\$ -	\$ 907,241.73

**NOTE THIS INCLUDES THE CONTRIBUTION TO THE RSC FOR 106166.64

FISCAL SERVICES - GENERAL

Long and Short Term borrowing and Interes FEB

<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
\$ 1,188,808.00	\$ 30,949.00	\$ -	\$ 1,219,757.00

The bulk of this will be moved to the TCA

TOTAL INCOME	\$ 6,216,896.20	\$ 919,182.75	\$ -	\$ 7,136,078.95
TOTAL GEN GOV	\$ 7,084,080.18	\$ 607,176.38	\$ 14,419.05	\$ 7,705,675.61
	-\$ 867,183.98	\$ 312,006.37	-\$ 14,419.05	-\$ 569,596.66

UTILITY BUDGET

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
INCOME UTILITY	\$ 1,528,829.71	\$ 77,181.17	<u>0</u>	\$ 1,606,010.88

WATER

Provision of water including the maintenance and operation of the underground networks and resevoirs

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
	\$ 401,860.61	\$ 26,036.29		\$ 427,896.90

SEWER

Provision of sewer services including the maintenance and operation of the underground networks and lagoons

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
	\$ 403,332.47	\$ 20,221.50		\$ 423,553.97

FISCAL SERVICES - UTILITY

Long and Short Term borrowing and Interest, capital costs, lease payments, bank and service charges

	<i>PERIOD TO DATE</i>	<i>December</i>	<i>COMMITTED</i>	<i>TOTAL</i>
	\$ 216,324.40	\$ 74,848.41	\$ -	\$ 291,172.81

TOTAL INCOME	\$ 1,528,829.71	\$ 77,181.17	\$ -	\$ 1,606,010.88
TOTAL UTILITY	\$ 1,021,517.48	\$ 121,106.20	\$ -	\$ 1,142,623.68
	\$ 507,312.23	-\$ 43,925.03	\$ -	\$ 463,387.20