

MINUTES OF AUGUST 23, 2021

REGULAR MEETING

A regular meeting of Council was held August 23, 2021 at 7:00 PM with Mayor Campbell presiding. Councillor O'Blenis was absent. All other members of Council and Clerk were present.

THE LORD'S PRAYER

APPROVAL OF AGENDA

It was moved by Councillor Gallant and seconded by Councillor Thorne that *'The Agenda be approved.'* MOTION CARRIED

CONFLICT OF INTEREST DECLARATION

No conflict declared.

APPROVAL OF PREVIOUS MINUTES

It was moved by Councillor Colwell and seconded by Councillor Hamer that *'The Minutes for the Council Meeting held on July 26th be approved.'* MOTION CARRIED

BILLS FOR THE MONTH OF AUGUST

It was moved by Councillor Hamer and seconded by Councillor Gallant to *'Pay the bills for the month of August.'* MOTION CARRIED

PRESENTATION – Amy O'Keefe / Horizon Health Network

Joining Council for a brief presentation was Amy O'Keefe, a Community Developer covering the Petitediac to Alma region focusing on communities' social goals, including food security and mental health.

There was also discussion regarding the local Nurse Practitioner office at Salisbury Pharmacy. Mayor Campbell noted that the current service is only part-time with the hope it could become full-time. The municipality would also welcome permission to help promote it. They also discussed possible programs for new mothers.

Mayor Campbell thanked Amy O'Keefe for appearing before Council.

DIRECTOR OF INFRASTRUCTURE AND PUBLIC WORKS REPORT

Councillor Gallant read a summary of the following report submitted by the Director of Infrastructure and Public Works:

Fredericton Road Pedestrian Rail Crossing - Transport Canada's Rail Safety Improvement Program (RSIP) – The public tender for this project closed August 18, 2021 at 2:00 PM, where three bids were received with an engineer's estimate of \$111,952.50 including HST. A summary of the compliant bids has been attached and it is the recommendation of staff and Exp. Services Inc. that an award of contract be made to Phillips Bros. Excavating Ltd. in the amount of \$204,849.50 including gross HST. This project is receiving funding through the RSIP program for a total amount of \$184,317.40, which was based on the initial application submission of July 23, 2020. Based on figures provided in the Director of Infrastructure and Public Works' report, the Municipal contribution toward this project will increase from \$46,079.35 to

\$79,280.50, which is due to unanticipated increases of contract unit rates and that of required contributions to CN's crossing upgrade work. The project start date is controlled by CN but is expected to occur between September 15th and September 30, 2021. A two-day road closure of Fredericton Road will be required for CN's grade crossing rehabilitation work, as part of the overall project.

Highland Park Restroom Facility - Federal Gas Tax Funding Program (GTF) – The public tender for this project closed July 21, 2021 at 2:00 PM, where four bids were received with an engineer's estimate of \$425,357.40 including HST. It is the recommendation of staff and Exp. Services Inc. that no contract award be made and that the project, instead, be retendered in January of 2022. This is due to the fact that all four compliant bids received exceeded the project budget by a range of 50.62 per cent to 83.47 per cent, as shown in a chart submitted in the report provided by the Director of Infrastructure and Public Works. Construction industry volatility, material/labour shortages and escalating prices are reflected in the much higher-than-expected contract prices. The project scope of work will be refined in anticipation of more reasonable prices in the Winter of 2022. Total GTF funds currently available amount to approximately \$374,089.00.

Polishing Pond Berm Stabilization - Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program (ICIP) – An expression of interest (EOI) under the Adaptation, Resilience and Disaster Mitigation stream and the Environmental Quality stream was issued to the Regional Development Corporation (RDC) on January 25, 2021. The aim of this proposed project is to stabilize 280 metres of the Municipal wastewater facility's polishing pond containment berm, which has experienced severe erosion since its original construction as a private lagoon in the 1970s. The project would also involve protection measures where exterior portions of the containment berm are being eroded by the Petitcodiac River. The total project cost is estimated at \$293,298.00 with the following contribution format (under this funding program): \$117,319.20-Federal, \$97,756.22-Provincial, and \$78,222.58-Municipal. Despite identifying project completion for the fiscal year 2021-2022, there has been little to no feedback from the RDC with respect to application and/or funding status.

Miscellaneous Projects and Activities -

Asphalt-Street Patching – Asphalt patching of municipal streets has been completed.

Asphalt-Fire Hall – Asphalt reconstruction at fire hall overhead doors has been completed.

Wastewater Pump Maintenance – Preventive maintenance of submersible wastewater pumps, eight units in total, was completed by Xylem and municipal staff on August 16th and 17th.

Waddy Stormwater Plan – Storm water management plan associated with the Waddy Farmland will be completed in September/October.

Rte 112 Resurfacing – Resurfacing of Route 112 (Fredericton Road) will occur simultaneously with the Pedestrian Rail Crossing project and completion is expected by early October.

Culvert Renewals – All Municipal culvert renewals are complete. Outstanding asphalt restoration to occur in September/October.

New Sewer Laterals – A total of four private building sewer laterals have been installed this year. Outstanding roadway asphalt restoration to occur in September/October.

33 MacDonald Road – Site survey for the subdivision of land at 33 MacDonald Road has been completed and a tentative plan will be prepared before the end of August. The concept is to subdivide the dwelling from the overall parcel, list the property for sale, and retain the remnant portion of land for public access to the Highland wetland from MacDonald Road and future potential.

Municipal Service Easements – Work to recover the incomplete process of securing Municipal Service Easements between River Road and the Parkin pump station, for a sewer system constructed in 2004, is ongoing with formal easement agreements having been drafted and the survey plan being updated. Once all documents have been fully prepared, official dialogue with affected property owners will take place to formalize the process.

Questions and Motions -

Highland Park Restroom Facility – Citing the high projected cost for the proposed restroom building at Highland Park, Councillor Hamer questioned the need for a project of this magnitude. Clerk explained that the splash pad mechanical requirements that must be housed in the building are a factor in the overall cost of the project, as is the intent to have the new building be a year-round facility. Mayor Campbell asked that the Director of Infrastructure and Public Works meet with Council to provide information on the history of the project.

It was moved by Councillor Gallant and seconded by Councillor Thorne that *‘The Village of Salisbury not award the tender for the Highland Park Restroom Facility project at this time due to unexpectedly high overall project costs.’* MOTION CARRIED

Fredericton Road Pedestrian Rail Crossing -

It was moved by Councillor Gallant and seconded by Councillor Hamer that *‘The Village of Salisbury award the tender for Route 112 (Fredericton Road) Pedestrian Rail Crossing (Salisbury Mile 10.97, Sussex Subdivision) to the low bidder, Phillips Bros. Excavating Ltd. in the amount of \$204,849.50 (including HST).’* MOTION CARRIED

DIRECTOR OF RECREATION AND WELLNESS REPORT

No report from Director of Recreation and Wellness this meeting.

NEW BUSINESS

Good Samaritan Award

After lengthy discussion, Council decided that such an award, with an accompanying certificate intended for public presentation, would be presented at the Mayor’s discretion as exceptional moments arise.

BUSINESS ARISING FROM MINUTES

Erosion

Clerk stated that work on the second and final phase of riverbank restoration by project partner Fort Folly Habitat Recovery (FFHR) is expected to begin soon. The public will be notified of the work schedule as soon as FFHR informs the municipality of its timeline. Mayor Campbell stated that Albert MLA Mike Holland has indicated his intentions to help with this project by seeking funding through New Brunswick’s Environmental Trust Fund.

Railway Trestle (Bridge)

Nothing new to report.

Emergency Measures Plan

The Village of Salisbury Emergency Measures Plan has been signed by the Mayor and Clerk to reflect the new Emergency Measures Coordinator and Emergency Site Manager. It was also recommended by Councillor Hamer that Council, staff and firefighters register for online EMO training. Clerk stated that she, the Director of Infrastructure and Public Works and the

Manager of Works have completed EMO training programs in the past.

CORRESPONDENCE

The following items were discussed by accommodated and remaining correspondence placed on file:

Royal Canadian Legion Br. 31 Salisbury – Veterans Banners Project

A letter from Legion Branch #31 President Susan Dryden asked for the support of Council for a new program in which banners purchased by the families of local veterans would be hung from utility poles in Salisbury for a period of time surrounding Remembrance Day. Legion will purchase some of the brackets for the poles. Council is in support, believing it to be a worthwhile program, and will work with the Legion, the Salisbury Beautification Committee, and the Department of Infrastructure and Public Works in the hope of seeing some of the banners installed this year.

Southeast Regional Service Commission – Development & Building Permit List, July 2021

As shown on the monthly Development & Building Permit List provided by Southeast Regional Service Commission, one permit was issued in July for the rebuilding and shrinking of an attached deck. Estimated value of the project is \$2,560.

NB Environment & Local Government – Minister, Hon. Daniel Allain – Gas Tax Fund name change to Canada Community-Building Fund & 2020-21 top-up allocation

Letter from Local Government and Local Governance Reform Minister Daniel Allain informed that the Gas Tax Fund has been renamed the Canada Community-Building Fund (CCBF). The letter also states that the Village of Salisbury has been approved for a one-time 2020-'21 top-up allocation of \$159,544, intended for municipal infrastructure or capacity building projects from the Village of Salisbury 2019-2023 Capital Investment Plan (CIP).

NB Transportation & Infrastructure – Municipal Designated Highway Program 2022-2026

Letter from Department of Transportation and Infrastructure Municipal Engineer Raymond Brun acknowledges receipt of the Village of Salisbury 2022-2026 priority list under the Municipal Designated Highway Program.

NB Municipal Finance Corporation – September 17, 2021 deadline for applications

Clerk explained that this document from the New Brunswick Municipal Finance Corporation, and its accompanying deadline, only applies to municipalities that have sought and already been approved for financing through the Municipal Capital Borrowing Board. This does not apply to the Village of Salisbury at this time.

Exp. – Angela Murray, P.Eng. – Highland Park Restroom Facility, Summary of Bid Results

Regarding the Highland Park restroom facility discussed earlier, this item contained the summary of bid results and the recommendation from engineering consultant Exp.

FIRE DEPARTMENT REPORT

Councillor Hamer summarized a brief provided report, noting that August has been quiet.

RCMP REPORT

Councillor Hamer alluded to a provided printout from the RCMP public online reporting link, which stated that there have been 492 occurrences in Salisbury Municipal to date in 2021. Most notable among these occurrences: 19 assault reports, 14 calls under the Mental Health Act, 11 fraud calls, and six reports of theft of a motor vehicle. Councillor Hamer requested that these numbers be further broken down, also repeating his request that police attend Council meetings at least once every three months.

EMO REPORT

Councillor Hamer reported a train derailment the previous weekend in a rural area between Havelock and St. Paul involving 30 cars of potash. Havelock firefighters were not needed on scene but were contacted by CN police as a courtesy. CN also contacted the Premier's Office, who contacted regional EMO, who contacted Councillor Hamer to inquire. No issues locally.

MAYOR'S REPORT

Coronavirus Recovery Plan – Green Status – On July 27th, was at Salisbury Public Library and discussed reopening plans with several customers.

Municipal Reform – On August 5th, discussed Salisbury response to municipal reform green paper with Local Government and Local Governance Reform Minister Daniel Allain, Acting Deputy Minister Ryan Donaghy, and Albert MLA Mike Holland.

Teachers on Tour – On August 6th, met with two teachers from Dieppe who were passing through Salisbury as part of a social media tour.

Union of the Municipalities of New Brunswick – Attended UMNb meeting at which Executive Director Dan Murphy was introduced. Also noted upcoming online sessions on September 9th, 16th and 23rd covering cyber-security and navigating social media.

Southeast Regional Service Commission – On August 10th, took part in SERSC Finance Committee meeting.

Salisbury Beautification Committee – On August 12th, attended Beautification Committee meeting at which the future of the memorial tree program was discussed. Expressed thanks to Director of Infrastructure and Public Works for installing historical banners.

Horizon Health Network – On August 13th, with Clerk met with Amy O'Keefe of Horizon Health Network.

Local Service Districts – On August 6th and 18th, met with Coverdale LSD chair Joe D'Ettore.

33 MacDonald Road – With Clerk, signed paperwork for the closure of the purchase of 33 MacDonald.

Community Days – Murals – On August 19th, took part in the ribbon-cutting for the Arrow Amor Art Camp murals.

Community Days – Movie Night – On August 19th, gave greetings on behalf of the community at Movie Night at Highland Park, a Community Days event hosted by the Village of Salisbury Department of Recreation and Wellness and generously sponsored by CIBC.

Community Days – Appreciation – Expressed thanks to municipal staff and Councillor Thorne who worked together to ensure Community Days was a success. Also noted the many successful events in the background during Community Days, such as the Salisbury Mile run which proved popular. Participants plan to return in greater numbers next year.

Sunflower Festival – Noted that crowds were strong on the weekend at the Sunflower Festival hosted by The Green Pig Country Market.

COUNCILLORS' REPORTS

Councillor Hamer

Fire Hall Beautification – Councillor Hamer reported that Salisbury Fire Rescue takes exception with the fire department budget paying for beautification efforts on the municipal building property that encompasses the fire hall, saying the department did not agree with the work, which included a curb extension to the street. It was confirmed that the Fire Chief was aware that the work would be taking place, but did not contest it. Councillor Hamer stated that the fire department budget talks in the Fall of 2020 did not specifically include this curb work, and requested the \$9,386 cost be moved to a different departmental budget.

Further discussion touched on the cost-sharing of general expenses at the municipal property at 56 Douglas Street, breaking down to 40 per cent General Account, 40 per cent Fire Department, and 20 per cent Department of Infrastructure and Public Works; as well as discussion of budgeted expenses versus unbudgeted expenses, necessary spending versus discretionary spending, and departmental spending requiring Council approval.

Councillor O'Blenis

Absent.

Councillor Thorne

Community Days – Thanked the Salisbury Community Days Committee for its exceptional work on the previous weekend's events, noting that preparation time was limited due to the pandemic.

Staff Overtime – Following meeting with Director of Recreation and Wellness, asked to discuss overtime compensation for management and staff, saying current policy is not clear.

Local News and Views – Noted that the Village of Petitcodiac is now publishing a monthly write-up in the Local News and Views community newspaper published in Petitcodiac and distributed free of charge throughout the region, including Salisbury. Asked if Salisbury Council should consider doing something similar.

Baseball – Baseball Association has inquired how it can apply for grants for its batting cage fundraising. Asked for clarification on who is responsible for seeking out grants.

Councillor Colwell

Arrow Amor – Initial discussions have taken place with local artists Arrow Amor regarding a potential beautification project for Salisbury.

Councillor Gallant

Unightly Premises – With Councillor Hamer, met with concerned residents regarding an unightly premises.

Pedestrian Crossing – A resident has requested a Pedestrian Crossing sign be placed at Main and Douglas streets in the middle of the roadway. This is the jurisdiction of the New Brunswick Department of Transportation and Infrastructure. Mayor Campbell will bring it up with the Union of the Municipalities of New Brunswick to see what other communities are doing in cases such as this.

Computer Software – Director of Infrastructure and Public Works has outdated software on his office computer. Needs of entire network should be discussed.

Sewer Accounts – Overdue sewer accounts now total \$308,572.05 accruing interest at 24 per cent per year. Judgment accounts against properties total another \$72,407 accruing interest at seven per cent annually. \$361,000 in sewer payments have been collected so far this calendar year. Staff are currently documenting the full collection procedure.

CLERK’S REPORT

Community Days – Thanked Salisbury Community Days Committee for putting together this year’s festival. Thanked Council for allowing the use of staff and the municipal building during Community Days. Also noted that many vendors at the Saturday market event were pleased with the turnout and have expressed interest in returning next year.

Gas Tax Audit – The Village of Salisbury has been selected to be audited for the Gas Tax Fund.

33 MacDonald Road – Sale of the property at 33 MacDonald Road to the municipality has been finalized. Surveys are being completed. There was discussion of whether the municipality should subdivide the property; that is, the house from the road and lower parking area, for future sale or keep the entire property as is for now to allow time for further consideration of all options.

It was moved by Councillor Gallant and seconded by Councillor Hamer to ‘*Enter into a closed session.*’ MOTION CARRIED

CLOSED MEETING – Land.

It was moved by Councillor Thorne and seconded by Councillor Colwell to ‘*Return to the regular meeting.*’ MOTION CARRIED

DATE OF NEXT MEETING – September 13, 2021

ADJOURN

It was moved by Councillor Thorne and seconded by Councillor Hamer to ‘*Adjourn the meeting.*’ MOTION CARRIED (9:49 PM)