

## **MINUTES OF JUNE 28, 2021**

### **REGULAR MEETING**

A regular meeting of Council was held June 28, 2021 at 8:30 PM with Mayor Campbell presiding. All members of Council and Clerk were present.

### **THE LORD'S PRAYER**

### **APPROVAL OF AGENDA**

It was moved by Councillor Hamer 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 O'Blenis that '*The Minutes for the Council Meeting held on June 14<sup>th</sup> be approved with an amendment to the section Appointment of Deputy Mayor.*' It was clarified that the past practice of having the Mayor appoint as Deputy Mayor the councillor who received the most votes in the election was one of a historical basis and was not formalized in the Village's Procedure By-Law, further noting that Council plans to review the Procedure By-Law in the future. MOTION CARRIED

### **DIRECTOR OF INFRASTRUCTURE AND PUBLIC WORKS REPORT**

The Director of Infrastructure and Public Works joined the meeting to provide the following report to update Council on a number of files:

#### **Transportation -**

**Pedestrian Rail Crossing at Fredericton Road** - Application to Transport Canada's Rail Safety Improvement Program was made in July 2020 and approved in 2021 for a total project value of \$230,396.75, of which \$184,317.40 is the federal contribution and \$46,079.35 is municipal. This project, which will offer a safe and barrier-free crossing for pedestrians when completed, involves a three-party agreement between the Village of Salisbury, New Brunswick Department of Transportation and Infrastructure, and CN. The project is currently at 95 per cent of design completion but is now experiencing delays on CN's end. All scheduling relies on CN's commitment to support the project in a timely manner. CN will conduct a full rehabilitation of the existing grade crossing as part of the overall improvements.

**NB Department of Transportation and Infrastructure Resurfacing of Fredericton Road** - The milling and resurfacing of Route 112 between Main Street and MacWilliam Road is under the NBDTI Municipal Designated Highways Program. NBDTI has tendered and received bids, but has not revealed details of the contract award or work schedule. The department's tender for this project was part of a larger tender for a multitude of paving projects, so the Village is unable to ascertain low bid values for its specific area of work. The Village is insisting that this information be provided by NBDTI as the municipal contribution to the project hinges on cost-accuracy. This project will satisfy the Village's 2021 priority for Municipal Designated Highways.

Cross Culvert at Route 106/Reeder Road - Concerns about the condition of this culvert were brought to NBDTI's attention in 2013, which resulted in no action by the Provincial government. The culvert has continued to deteriorate and a barricade has been present at that location since June 28, 2019. Attempts to secure a commitment from NBDTI to fix or replace the culvert have been unsuccessful and the department's only input has been to redefine the culvert as a storm sewer system so it no longer complies with conditions of the Highway Act. Additional dialogue with Albert MLA Mike Holland has also proven unsuccessful. Fresh correspondence with NBDTI's new District Engineer was initiated on June 18, 2021 without any reply to date. The municipality feels this structure falls within NBDTI authority under the Highway Act. The current stalemate has been ongoing for two years.

**Sewer Utility -**

Pump Station Siding Replacement - Original siding was of an engineered wood product which was prone to decay from direct contact with concrete. Replacement cladding materials are vinyl and cellular PVC, which is impervious to decay. Three of four stations have been completed, with the remaining station scheduled for completion during the second week of July. Total investment in this project is approximately \$10,091.00, excluding HST.

**Parks -**

Highland Park Restroom Facility – Some background: The splash pad, introduced at Highland Park in 2016 without any professional recommendation concerning water supply, has been plagued by operational issues due to the lack of water from improperly developed wells. The restroom building accommodates all mechanical components of the splash pad facility, which is the most significant component of the entire design for the new restroom facility, which was endorsed by Council in 2018 prior to any professional recommendation or proposal. The new restroom was adopted in the municipality's 2019-2023 Gas Tax Fund Capital Investment Plan as a 2019 priority, but was delayed due to the unsuccessful pursuit of a funding opportunity through the Regional Development Corporation's Investing in Canada Infrastructure Program, commonly referred to as the Integrated Bilateral Agreement (IBA) fund. The planned building, measuring 21'x21', has been designed with two barrier-free restrooms, a mechanical room, and storage room. Due to the complete failure of the improperly drilled wells from 2016, the development of two new wells occurred during early Spring 2021. The development of the new wells was accompanied by a comprehensive hydrogeology report which essentially concludes that the geologic formation upon which Salisbury sits is classified as "mudstone" and is not conducive to high yielding wells. Potable and non-potable sources, defined by chloride/sodium contents, will be separated for the varying uses within the overall facility. Disinfection is required for both water uses, and a water quality monitoring program is suggested. Below-ground storage has now been factored into the design to satisfy splash pad consumption rates. The initial facility cost in 2019 was estimated at approximately \$157,000.00, excluding HST; however, those costs have increased due to splash pad requirements. The municipality has received confirmation of a 2021 Gas Tax Fund "Top-Up Payment" equivalent of the 2020 installment which will top-up the GTF funding for 2021 along with some carryover from 2020. The goal is to break ground on this project by the end of July. The project is expected to be complete by Fall. The new restroom will be a four-season facility.

Municipal-Wide Park Facilities Assessment and Revitalization Plan - Project is being undertaken by Viridis Design Studio Ltd. and will consist of the following scope of work: data gathering of all existing facilities, which is complete; public engagement via an online survey, which is ready

to go; and development of a comprehensive assessment/revitalization plan inclusive of all public parks, playgrounds, trails, etc., which is underway.

Canada Healthy Communities Initiative - Former CN Train Bridge - The application to this funding program, for which \$250,000.00 is available, has identified the following proposed improvements: new timber bridge decking; new pedestrian railings; and an observation platform at the bridge pier supporting spans two and three. It was clarified that the Village of Salisbury does indeed own the rail trestle.

**Civic Buildings -**

Master Plan and Space Needs Assessment - Project is being undertaken by Exp. Architects Inc. and will consist of the following scope of work: involves all buildings associated with Administration, Infrastructure and Public Works, Recreation and Wellness, Fire Hall, and Public Library; a condition assessment of these buildings, which is complete; a space-use analysis involving building function, staff/management feedback, and building modifications and shared space evaluation, which is ongoing; and recommendations for future needs. Options would include new buildings and refurbishments to existing buildings, while determining how many departments would be under one roof. The goal is to improve working conditions for municipal staff and Council, as well as making the visiting experience better for the general public by having spaces that are inviting and welcoming, as well as safe.

Public Library - 2017 Condition Assessment Report - Report was prepared by municipal staff to aid in understanding the building's deficiencies from a condition perspective. The report outlines recommended improvements, of which the following have been successfully completed: electrical, lighting, restroom facilities, and outside signage. Report should be digested in conjunction with the New Brunswick Library Service Public and Public-School Library Facility Standards.

Mayor Campbell and Council thanked Director of Infrastructure and Public Works for his report.

**DIRECTOR OF RECREATION AND WELLNESS REPORT**

No report this meeting.

**BUSINESS ARISING FROM MINUTES**

Erosion

Director of Infrastructure and Public Works offered an update on this file for the new Council. Funding continues to be pursued for the second year of a two-year riverbank stabilization project in effort to mitigate further erosion along the riverbank at and to the west of Highland Park. As previously noted, the Village's application to the Province of New Brunswick for funding under the Environmental Trust Fund (ETF) was denied; however, the Village's project partner for this, Fort Folly Habitat Recovery, was approved for similar ETF funding for a range of projects it is involved with, including the Salisbury erosion project. Fort Folly also originally had access to the federal Department of Fisheries and Oceans Coastal Restoration Fund. The municipality continues to wait for Fort Folly to provide a confirmed breakdown of available funds for this project. As for the actual work, last year's phase-one involved the construction of what is known as a "rock toe" forming the base of the reconstructed slope. The phase-two work planned for this year will involve bringing in fill in order to reconstruct the slope above the rock toe, which will then be seeded, covered in geotextile, and planted with live stakes

of willow and dogwood. Jute matting will be buried as part of this process. The municipality is still waiting for a schedule of the phase-two work from Fort Folly.

Railway Trestle (Bridge)

Update was provided in the Director of Infrastructure and Public Works Report.

**CORRESPONDENCE**

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

Pine Hill Cemetery Ltd., Treasurer Carol Wortman – Request for annual grant

Historically, the Village of Salisbury has issued a grant each year to the volunteer group that maintains the Pine Hill Cemetery. Mayor Campbell noted that, being an annual request, its approval has already been anticipated in the budget under Grants.

It was moved by Councillor Colwell and seconded by Councillor Hamer that *‘The Village of Salisbury approve the request for a grant of \$500.00 to Pine Hill Cemetery Ltd. for maintenance.’* MOTION CARRIED

NB Transportation and Infrastructure – Minister, Hon. Jill Green – Request for Village of Salisbury 5-Year Plan 2022-2026 Municipal Designated Highway Program

This, the annual request from the New Brunswick Department of Transportation and Infrastructure for an updated Five-Year Plan for Municipal Designated Highways located in Salisbury, was forwarded to the Director of Infrastructure and Public Works.

It was moved by Councillor Gallant and seconded by Councillor O’Blenis that *‘The Village of Salisbury submit its Five-Year Priorities List for Municipal Designated Highways in the Village of Salisbury for 2022-2026 to the Minister of Transportation and Infrastructure as prepared by the Director of Infrastructure and Public Works dated June 25, 2021.’* MOTION CARRIED

Moncton Wildcats – email Re: 2020-2021 season tickets / unplayed home games

Upon receiving notice from the Moncton Wildcats organization concerning the completion of the 2020-2021 season, noting the 11 originally-scheduled games that were not played, the Village of Salisbury requested a refund for the seats purchased for these games rather than receive a credit to be applied against future season ticket purchases. This approach was chosen to keep the Village’s options open when it comes to next season. The Clerk’s Office can confirm that the Village has received a refund of \$466.28 for the unused tickets. It was asked how often available tickets went unclaimed, to which the Assistant Clerk replied that it happened only on one occasion this past season that the tickets were not spoken for after being offered to the general public via the Village of Salisbury Facebook page. It was agreed that this would be a discussion better-suited for budget deliberations. Mayor Campbell asked the Clerk to reach out to other communities to see if other municipalities use public funds to buy sports tickets intended for use by volunteers and the general public.

Southeast Regional Service Commission – Development & Building Permits, April 2021

Three development & building permits were issued by SERSC to Salisbury applicants in April, ranging from a fence to a single detached dwelling with an attached garage.

Southeast Regional Service Commission – Development & Building Permits, May 2021

Five development & building permits were issued by SERSC to Salisbury applicants in May, ranging from a fence relocation to a single dwelling unit with an attached garage.

Canadian National (CN) – Response to Village of Salisbury request re: vegetation control

CN responded to Village Council's letter, which requested that CN not spray herbicide as a means of rail track vegetation control due to the fact households in Salisbury are on wells. CN replied that herbicide spraying would in fact take place, but would be done responsibly in adherence with Health Canada standards for pest management which take human health and the environment, including aquatic resources, into consideration.

NB Local Government and Local Governance Reform – Minister, Hon. Daniel Allain – Federal Gas Tax Fund (GTF) 2021 Allocation to Village of Salisbury

The Village of Salisbury will receive \$164,545.00 in 2021 under the Federal Gas Tax Fund. It is stipulated that Gas Tax money is to be invested in municipal infrastructure or capacity building projects. These funds in 2021 are earmarked for the construction of a new restroom facility at Highland Park.

NB Local Government and Local Governance Reform – Minister, Hon. Daniel Allain – Thank you to outgoing members of Council & congratulations to new members of Council

The Provincial minister responsible for local governance reform offered his appreciation to the most recent members of Council whose term, thanks to the COVID-19 pandemic, included an unexpected fifth year. He thanked those who are moving on, wishing them the best, and those who will continue to serve their communities.

Office of the Lieutenant Governor of New Brunswick – Congratulations to new Council

Hon. Brenda Murphy offered her congratulations to Mayor Campbell and members of Council for their successful election.

RCMP J Division, A/Comm. Larry Tremblay – Introduction and information package

The Commanding Officer of the RCMP in New Brunswick reached out to new Councils with an information package that details the RCMP's structure, roles and responsibilities. Clerk noted that the RCMP providing this information to new Councils is something new. Councillor Hamer noted that he finds it strange that Southeast District RMCP provides reports to Southeast Regional Service Commission, but not directly to each community served by the RCMP, despite the fact RCMP funding for Salisbury is paid directly by the municipality, not by SERSC. He asks if the RCMP is trying to bypass the communities and instead deal directly with the SERSC Public Safety Committee? Clerk clarified that each year the municipality receives an annual report on RCMP activity in Salisbury, and that an RCMP representative is invited to each Village Council meeting. Mayor Campbell noted that Council received few in-person updates from the RCMP in 2020, although the impact of COVID-19 was noted, adding he was optimistic of new lines of communication opening up as the pandemic nears an end. Mayor Campbell suggested that in the absence of an in-person report that the RCMP should still submit information to Council.

**FIRE DEPARTMENT REPORT**

Councillor Hamer noted that Councillors were given an updated Salisbury Fire Rescue Strategic Plan, an update of the prior plan done in 2016. A needs assessment for a fire station is included in that information package. It was also brought up that the fire department has a surplus item that it is ready to dispose of. Clerk explained that any sale of surplus items is approached in a public manner similar to the issuing of a tender. Mayor Campbell noted that this is a prime opportunity to create a new policy for situations such as this for use by the current and future Councils.

**RCMP REPORT**

No report this meeting.

**MAYOR'S REPORT**

Jerry Gogan – Offered heartfelt condolences to the Village of Petitcodiac on the passing of longtime mayor and councillor, Jerry Gogan.

Graduation – Noting the impact of the COVID-19 pandemic, offered kudos to the JMA Armstrong High School Class of 2021 on their fine achievement and perseverance during a difficult year, including a graduation ceremony marred by numerous technical difficulties at the drive-in in Sussex. Lauded the recent prom night vehicle parade through the village, acknowledging that there was one public complaint received, which was forwarded to RCMP.

QMJHL Draft – Congratulations to two local hockey players who have been drafted into the Quebec Major Junior Hockey League, namely Jack O’Blenis now of the Saint John Sea Dogs and Preston Lounsbury now of the Moncton Wildcats.

ParticipACTION – In the home stretch of the June ParticipACTION Community Better Challenge, Salisbury sat third in the province and 21<sup>st</sup> nationally. Everyone was encouraged to sign up and join in the collective effort. The top 50 national finalists will be in the running for a \$100,000 prize. Win or not, this experience has been good for the community and a good education for next year’s challenge.

MLA – Will be meeting with Albert MLA Mike Holland next week. Council was encouraged to advise if there is anything to bring up.

Busy weekend – The previous weekend in Salisbury featured a well-attended pickleball tournament and a multi-department fire training exercise. It was fascinating to see so much activity in the community. It was also a learning experience to witness the training firefighters go through, and the volunteer fire departments were thanked for the service they provide.

**COUNCILLORS' REPORTS**

**Councillor Colwell**

Nothing to report.

**Councillor Gallant**

Nothing to report.

**Councillor Hamer**

Fire Training – Event held previous weekend was well-received on social media.

Graduation – Amazing to see how much the community enjoyed the outdoor prom parade. Suggested it be approached this way again.

**Councillor O’Blenis**

Nothing to report.

**Councillor Thorne**

Nothing to report.

**CLERK’S REPORT**

Anniversary Card – Council members were asked to sign a 50<sup>th</sup> Anniversary card.

Councillors’ Portfolios – Council members received their department information folders, including budgets for each department.

Council Meeting Schedule – Mayor Campbell recommended Council meet only once in each of July and August, as was the case in 2020. Suggested Council use the available time to do some strategic planning.

It was moved by Councillor Thorne and seconded by Councillor Colwell that *‘the regularly scheduled Council Meetings scheduled for July 12<sup>th</sup> and August 9<sup>th</sup> be cancelled.’*

**MOTION CARRIED**

Local Governance Reform – The deadline for Council to make a submission to the Province regarding local governance reform was the end of the current day.

It was moved by Councillor Colwell and seconded by Councillor O’Blenis to *‘Hold a recess.’* **MOTION CARRIED**

**RECESS**

After returning from a short recess, it was moved by Councillor Gallant and seconded by Councillor Thorne to *‘Enter into a closed session.’* **MOTION CARRIED**

**CLOSED MEETING – Land, financial.**

It was moved by Councillor Hamer and seconded by Councillor O’Blenis to *‘Return to the regular meeting.’* **MOTION CARRIED**

Local Governance Reform – Mayor Campbell announced Salisbury Council would be submitting a response to the New Brunswick government’s regional reform Green Paper prior to midnight.

**DATE OF NEXT MEETING – July 26, 2021**

**ADJOURN**

It was moved by Councillor Thorne and seconded by Councillor O’Blenis to *‘Adjourn the meeting.’* **MOTION CARRIED (10:50 PM)**