

MINUTES OF MARCH 22, 2021

REGULAR MEETING

A regular meeting of Council was held March 22, 2021 at 7:00 PM with Mayor Keating presiding. Councillor Bartlett joined the meeting via video technology (Cisco WebEx). All other members of Council and Clerk were present.

THE LORD'S PRAYER

APPROVAL OF AGENDA

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

CONFLICT OF INTEREST DECLARATION

No conflict declared.

APPROVAL OF PREVIOUS MINUTES

It was moved by Councillor Kitchen and seconded by Councillor Campbell that *'The Minutes for the Council Meeting held on March 8th be approved.'* MOTION CARRIED

BILLS FOR THE MONTH OF MARCH

It was moved by Councillor Kitchen and seconded by Councillor Campbell to *'Pay the bills for the month of March.'* 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:

Petitcodiac River Erosion Project - An application to the Environmental Trust Fund was submitted by staff on November 27, 2020 as a means of supporting a second phase to complete riverbank stabilization. The application requested funding support in the amount of \$102,250. Should the ETF application be approved, Phase II will continue to promote a collaboration between the Municipality and Fort Folly Habitat Recovery.

Highland Park Restroom Facility - Design for a new facility is at approximately 99 per cent, but is currently on hold until a properly quantified water source can support the overall mechanical elements required for both domestic water and that which supplies the splash pad. There are currently three wells at Highland Park: the oldest dates back several decades and still functions, while the other two, both of which were developed in 2016, have been in a state of failure since the splash pad facility was commissioned that year. Neither of those two wells can undergo improvements due to: the numerous deficiencies associated with them; the collapse of one of them; and the fact that neither well was lawfully registered with the New Brunswick Government when they were developed. Both wells are slated for decommissioning and the municipality is currently in the process of developing two new wells at different locations in the park. Stepped drawdown pump tests will be conducted later this week. Securing a source of water capable of sustaining the requirements of the splash pad has been problematic and is the only reason why the new wells are being developed. If there is difficulty in developing the required new wells, such as if they produce salt water that would have to be treated before using in the washroom and splash pad, additional elements such as an underground storage tank may have to be considered.

Canada Healthy Communities Initiative - The submission of a funding application to the Canada Healthy Communities Initiative program will be introduced by staff during the program's second intake of applications in May of 2021. The intent of the application will be to secure enough funds to allow for the following improvements to take place on the former CN train trestle:

- New decking which will extend the full width of the bridge trusses.
- Railings for enhanced safety and to introduce the required "anti-climb" elements.
- Potential observation platform at the second bridge pier from the north abutment.

Municipal-Wide Park Facilities Assessment and Revitalization Plan – A preliminary document was produced in 2020 intended to quantify and provide a value to all of the municipality's tangible assets associated with parks and playgrounds, reflecting their current conditions and potential budgetary needs. A Request for Proposals was issued to Viridis Design for the full development of this plan, which will incorporate the following:

- Engage residents of the Village through online consultation (ie. surveys, social media, etc.) to gather information about the needs/desires of the Community, and to better understand demographics both Village-wide and by neighbourhood.
- Develop a comprehensive assessment/revitalization plan which would include site specific plans for all park/playground facilities to illustrate existing deficiencies and future enhancement potential. This would include itemized improvements with an opinion of probable costs.
- Develop requirements for data gathering on inventory, condition, and environment to better define useful life.

A fee estimate of \$18,000 has been considered under the proposal and this project was anticipated in the 2021 General Operating Fund.

Pump Station Siding Replacement - Existing siding on the Village's four pump station buildings has required replacement since it began to show signs of decay approximately five years ago. New cladding will consist of cellular PVC trim material and vinyl siding, both of which are completely resilient to moisture and decay. All materials associated with the project will be purchased directly by the Municipality, with only labour and equipment by a qualified contractor being outsourced.

2021 Capital Improvement Projects - Two capital improvement projects, both anticipated for 2021, have received confirmation that Federal and/or Provincial support has been secured to permit their completion this year. Public announcement of both projects can only be issued by the government agencies through which funds are being derived.

Master Plan and Space Needs Assessment – With all of the municipality's departments running out of space, a proposal has been accepted for the development of a municipal-wide master plan and space needs assessment focused on civic-owned buildings for a better understanding of condition, current use, and future alterations. Space use analyses will identify future space requirements in comparison to deficiencies associated with existing facilities, and evaluate all buildings for staff, equipment, storage and functional space needs. There will be a comprehensive evaluation of current and potential best use of the three municipal buildings which house the following departments:

- 56 Douglas: Administration, Public Works, Fire Department
- 64 Douglas: Recreation and Wellness
- 3215 Main Street: Public Library

This assessment will recommend options and strategies moving forward: the potential for renovation/upgrades, relocation, and spatial reorganization, including the potential for combining uses of civic facilities.

Questions -

Railway Trestle – Councillor Bartlett asked if something would be done to solve the issue of the noise created when an all-terrain vehicle crosses the span, as the current decking tends to wobble loudly. Director of Infrastructure and Public Works replied that the decking in place right now, which was installed in recent years by an off-road vehicle club using grant funds, will be replaced with much more secure decking. Councillor Bartlett also pressed for a lowering of the trail and bridge speed limit to 30 km/h in hopes of making it safer. It was noted that a request for a lowering of the speed limit was put to one of the ATV organizations, but nothing has taken place since the initial response in late 2020. Councillor Campbell added that of all the trail users on ATVs, the speeders are the few, not the many. Director of Infrastructure and Public Works suggested that the presence of off-road enforcement officers is needed to combat the speeding on the trail. He also suggested erecting signs to promote the trail as a multi-use trail within Village limits to include pedestrians and cyclists.

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

DIRECTOR OF RECREATION AND WELLNESS REPORT

On behalf of the Department of Recreation and Wellness, Councillor Campbell reported that the outdoor rink is now closed for the season, planning is now underway for minor baseball and soccer this Spring and Summer, and minor basketball will continue until the end of May.

BUSINESS ARISING FROM MINUTES

Erosion

Previously discussed in Director of Infrastructure and Public Works Report.

Railway Trestle (Bridge)

Previously discussed in Director of Infrastructure and Public Works Report.

Rezoning - 3132 Main St. (Community Use to Village Centre)

Regarding the application to rezone 3132 Main Street from Community Use to Village Centre, for which a public hearing was held February 22nd and which received a positive recommendation from the Southeast Planning Review and Adjustment Committee (PRAC), Council held first and second reading on March 8th. Council opted to hold third and final reading at this time.

It was moved by Councillor Kitchen and seconded by Councillor Campbell that ‘*Council give third and final reading, by title, to By-Law No. 51-1, A By-Law to Amend By-Law No. 51 Village of Salisbury Zoning By-Law.*’ MOTION CARRIED Councillor Kitchen gave third and final reading by title only at this time. The next step is to send it to be registered.

Amendment to Salisbury Zoning Map

It was brought to Council’s attention on March 8th by Southeast Regional Service Commission Planning Manager Lori Bickford that there was an error on the Village’s new zoning map. There are two properties that were erroneously not zoned properly in that they had no zoning applied to them at all. It was advised that Council immediately launch the public process to correct this error, for which a public hearing is scheduled for April 12th during the regular meeting of Council.

CORRESPONDENCE

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

NB Natural Resources and Energy Development, Minister Mike Holland – Letter Re: Interest in municipal participation in New Brunswick’s Nature Legacy Initiative

The Province has set a goal to double its protected land and freshwater from 4.6 per cent to 10 per cent and, last November, launched the Nature Legacy Information Hub to provide New Brunswickers with the opportunity to nominate new areas for protection. Minister Holland is inviting municipalities to contact and work with his department and its conservation partners in identifying municipal land to consider for protected areas – for example, land that preserves clean drinking water, land that mitigates flooding, or land that can be used for nature recreation. It was noted by Council that there is a scarcity of municipally-owned property still in need of environmental protection, but will follow up with a conversation about it with the MLA.

NB Transportation and Infrastructure, Minister Jill Green – Letter Re: 2021 improvements to provincially designated highways in municipalities

There will be roadwork in Salisbury this Summer performed by the New Brunswick Department of Transportation and Infrastructure on a provincially designated highway within the village limits; however, said project cannot be announced by Council without written permission from the Minister of Transportation and Infrastructure.

255th Anniversary of the Moncton Township – Letter from Laurie Hebert Re: June 3rd anniversary of the arrival of the 11 families from Philadelphia in 1766

Letter from Laurie Hebert says documentation will be revealed on June 3rd showing the actual locations where Moncton Township’s founding families settled in 1766, also noting that many of these families still have roots in the Moncton region. Council noted that some of the family names listed are still prominent in Salisbury.

Petitcodiac Watershed Alliance, Project Leader Brittany Cormier – Letter proposing No-Mow May campaign to protect pollinator species

Petitcodiac Watershed Alliance is pitching a campaign it is calling “No Mow May” in an effort to help provide food and resting places for bees and other pollinator species. Brittany Cormier is asking about Salisbury’s by-laws with respect to household lawns and if there is anyone she can speak with regarding the viability of such a campaign. Council noted that the Village of Salisbury does not have a by-law with respect to household lawns, but has long requested that residents refrain from using pesticides on lawns. Therefore, while Council will not attempt to formalize a No Mow May through a by-law, it was decided to treat it as an awareness campaign and promote the concept.

FIRE DEPARTMENT REPORT

No report this meeting.

RCMP REPORT

No report this meeting.

MAYOR’S REPORT

Nothing to report at this time.

COUNCILLORS’ REPORTS

Councillor Bartlett

Nothing to report at this time.

Councillor Campbell

UMNB Committee on Inclusion – On March 13th, met with Union of the Municipalities of New Brunswick Committee on Inclusion.

Quest - Energy Efficiency – On March 19th, met with a company called Quest, which is working with municipalities with its Smart Energy Community Accelerator Outreach Program. It promotes energy efficiency.

Causeway Closure – New Brunswick Department of Transportation and Infrastructure will not be installing any temporary traffic control measures in Salisbury despite the pending closure of the Moncton-Riverview Causeway and the potential impact that will have on traffic in Salisbury.

Parks Assessment and Revitalization Plan – Council agreed to proceed with the parks assessment and revitalization plan as referenced in the Director of Infrastructure and Public Works Report.

Councillor Kitchen

Nothing to report at this time.

CLERK’S REPORT

Climate Change Adaptation Plan – Submission for the development of a Climate Change Adaptation Plan for the Village of Salisbury will be filed by environmental engineers Crandall/Englobe by March 31st.

Moncton Wildcats – Moncton Wildcats of the Quebec Major Junior Hockey League resumed games this month, resulting in Village tickets for rescheduled home games being distributed.

Audited Financial Statements – Auditor is working on 2020 financial statements for Salisbury.

Salisbury Fire Rescue – Some volunteer firefighters are due their 15-year pins. Arrangements for presentation by Council will be made for an upcoming Monday evening.

Departmental Rebranding – In an effort to provide clarify and lessen confusion, it has been decided to change the name of the Department of Parks and Leisure. Moving forward, the Department of Parks and Leisure will be known as the Department of Recreation and Wellness. To provide further clarity, it has been decided to also change the name of the Department of Works and Maintenance to the Department of Infrastructure and Public Works. In keeping with consistency, Jason Coyle’s title will now be Director of Infrastructure and Public Works.

It was moved by Councillor Kitchen and seconded by Councillor Campbell to ‘*Hold a five-minute recess.*’ MOTION CARRIED

RECESS

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

It was moved by Councillor Kitchen and seconded by Councillor Campbell to *'Enter into a closed session for personnel and financial matters.'* Councillor Bartlett, since he had joined the meeting from his home via video-conference, was required to prove that he was alone and that no one else could listen in on any discussion during the closed session. Councillor Bartlett proceeded to pan his computer camera around his room proving that he was alone. MOTION CARRIED

CLOSED MEETING – Personnel, financial.

It was moved by Councillor Kitchen and seconded by Councillor Bartlett to *'Return to the regular meeting.'* MOTION CARRIED

Director of Recreation and Wellness

It was moved by Councillor Campbell and seconded by Councillor Bartlett that *'We offer Jarrett Crossman the position of Director of Recreation and Wellness for the Village of Salisbury commencing April 6, 2021. This position will have a probation period of six months, with a three-month and six-month evaluation and review.'* MOTION CARRIED

DATE OF NEXT MEETING – April 12, 2021

ADJOURN

It was moved by Councillor Kitchen and seconded by Councillor Campbell to *'Adjourn the meeting.'* MOTION CARRIED (9:06 PM)