

MINUTES OF SEPTEMBER 26, 2022

REGULAR MEETING

A regular meeting of Council was held September 26, 2022, at 7:00 PM with Mayor Campbell presiding. All members of Council, CAO, and Clerk were present.

THE LORD'S PRAYER

APPROVAL OF AGENDA

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

CONFLICT OF INTEREST DECLARATION

No conflict declared at this time.

APPROVAL OF PREVIOUS MINUTES

It was moved by Councillor O'Blenis and seconded by Councillor Colwell that *'The Minutes for the Regular Meeting of Council held on September 12, 2022, be approved.'* MOTION CARRIED

PRESENTATION – Mike Carrier / Accountability and Transparency

Resident Mike Carrier made a presentation he declared to be on the topic of Accountability and Transparency, holding public officials accountable, and his Post-Traumatic Stress Disorder and the stigma faced by sufferers of PTSD. Over the course of his presentation, several issues were raised:

Driveway Condition – He requested that the municipality address damage to his driveway and property resulting from its use as a turnaround by Winter snow-maintenance vehicles and waste collection trucks. He said while staff and Council representatives had met with him at different points over the past four years about this, and have since proposed solutions, too much time passes with no communication with him.

All-Terrain Vehicles – He said in his 30-plus years living at his current address he has dealt with ATV users trespassing on his land and repeatedly vandalizing 400 metres of his fencing. He said he has had to fix his fence 10-15 times over the years. He said his requests to the user organization to rectify this were not followed through on.

Proposed ATV By-law – He is opposed to the proposed Salisbury by-law that would legislate street-access for ATVs. He believes this process is being driven by a non-profit group and feels everyone, including himself, should have a say. He said he will be meeting with the New Brunswick Ombudsman, possibly on September 27, about two members of Council he alleges are in a position of conflict of interest with regards to the ATV issue. He later stated that his goal is to have Council's work on the ATV by-law deleted.

His Right to Privacy – He pointed out that his right to privacy must be guaranteed by request when he is at the municipal building.

Public Access – He alleged that his rights were violated when Council asked him to leave the September 12 public meeting just before Council entered into a closed session. He stated that he had every right to remain in the room until the closed session officially started.

Council Meetings – He took issue with Council not broadcasting its public meetings, to which Mayor Campbell responded that it is their goal to do that when internet bandwidth permits, and that technical improvements are being pursued.

Mayor Campbell stated to Mike Carrier that his concerns are being heard, and thanked him for his presentation.

MANAGER OF INFRASTRUCTURE AND PUBLIC WORKS REPORT

No report this meeting.

DIRECTOR OF REGIONAL RECREATION AND WELLNESS REPORT

No report this meeting.

FINANCIAL STATEMENT UPDATE – AUGUST 2022

A financial statement update to the end of August was provided for Council's information and review. Information provided was year-to-date, as well as projected year-end. A \$56,000 deficit is projected. However, it was clarified that all the land expenses for the proposed new fire station are on the books for 2022 and, in the end, will be covered by a transfer from funds put in reserve for capital projects such as this.

The only municipal department that will be over budget at year-end, although not by a significant amount, is Recreation and Wellness. Part of the reason for this is the spending on hiring Summer employees.

The pending installation of playground equipment at the Shanea Street park was discussed. The equipment will not be delivered until late December, so it will be too late to install it in the current year and it will have to wait until Spring of 2023. Funding intended for this will be put in reserve until it is needed next year.

Meantime, costs are also higher in Transportation spending due to general inflation. The cost of culvert installations and asphalt patching are high, for example.

NEW BUSINESS

NB Non-Profit Housing Association Housing Project update

The Village has been working with the New Brunswick Non-Profit Housing Association on a housing and rental market project, including a survey. The resulting property inventory will give an overview of property identification information, proximity to service, et cetera. An accompanying stakeholder list will cover everything from hardware to financial institutions to developers.

Natural Infrastructure Fund

Facing a September 27 deadline, CAO, Clerk and Manager of Infrastructure and Public Works have been working with Petitediac Watershed Association on a lengthy application to the Natural Infrastructure Fund. The application promotes trail connectivity, including incorporating the railway trestle into a proposed trail. There is also a river restoration component.

BUSINESS ARISING FROM MINUTES

Railway Trestle (Bridge)

Nothing new to report.

MacDonald Road Property

CAO recommended that the municipality not proceed at this time with a formal decision on the future of the MacDonald Road property owned by the Village of Salisbury, noting that staff has taken an anecdotal look at a couple of restoration options, but they are not cost-feasible. Noting that required safety upgrades to the building would be extensive, funding programs would have to be pursued. While Councillor Thorne expressed disappointment that the matter would be passed on to the next elected Council, the third since the property was acquired, it was reiterated how valuable the land is. It was further noted that the cost of demolition is only slightly less than the cost of continued maintenance of the structure until a final decision can be made on its future. Councillor Colwell pointed out that by rushing a decision they would not have any options. Councillor Gallant noted they did a lot of good work on this file this year but ran out of time. Staff will continue to investigate options.

Financial Management and Procurement Policy

This policy prepared by the CAO adheres to the New Brunswick Procurement Act. It clarifies spending authority thresholds for municipal administrators, the points where Council must be involved in administrative spending decisions, and contains internal checks and balances. The goal is to provide clarify and standardization. Councillor Hamer commented that this document represents the start of establishing a process, with Councillor Thorne adding that it is important that it be a living document that can be adjusted when needed.

It was moved by Councillor Thorne and seconded by Councillor Gallant that *'The Village of Salisbury Financial Management and Procurement Policy be adopted by Council.'* MOTION CARRIED

It was moved by Councillor Thorne and seconded by Councillor Gallant to *'have a recess.'* MOTION CARRIED

RECESS

It was moved by Councillor Thorne and seconded by Councillor O'Blenis to *'return to the regular meeting.'* MOTION CARRIED

Highland Park Washroom

In an attempt to find a more fiscally-sound option for a new washroom for Highland Park, CAO recommended that a Request for Proposals be issued. Previous attempts via the traditional tendering process have yielded results deemed to be too costly. It was noted that funding for the project is through the Canada Community-Building Fund (CCBF), formerly known as the Gas Tax Fund; and since some of these funds have already been used in the preliminary stages of this project, that money would have to be paid back from the municipality's operational budget if Council were to abandon the project. Councillor Hamer fought the exclusive use of the same engineering firm previously used for this project. It was agreed that the motion would seek the best financial option for engineering.

It was moved by Councillor Hamer and seconded by Councillor O'Blenis that *'Village Council direct Administration to work with an engineering firm for the preparation of specifications to be issued for the purposes of an RFP, and that Administration issue the RFP during the Fall of 2022 for a tentative construction in 2023.'* MOTION CARRIED

CORRESPONDENCE

The following items were discussed by Council with remaining correspondence placed on file:

No correspondence to discuss.

FIRE DEPARTMENT REPORT

Chief MacLeod appeared before Council to submit a Salisbury Fire Rescue report for the months of June, July, and August.

June was the busiest month of the Summer with 17 calls, including two significant structure fires, one of which on Route 106 occurred on a particularly hot day putting firefighters at risk of heat exhaustion. As well, of the five motor vehicle accident calls in June, three occurred on Nixon Road with two of them taking place at the exact same location. Chief MacLeod called it an odd coincidence.

July was a quieter month, but with 14 calls it was still busier than average; while August was busy with 20 calls, 10 of which were motor vehicle accidents.

Chief MacLeod also offered some year-to-date numbers. While the historic monthly average for this time of year is 12.6 calls, the average so far in 2022 is 16.75 calls per month. Fire calls are up 130 per cent over average, while accident calls are up 50 per cent.

On a lighter note, Salisbury Fire Rescue sent a team of four to the FireFit competition in July, where they placed in a tie for third-place.

Followup discussion touched on member-response numbers, which Chief MacLeod said were good but still at the minimum, elaborating that daytime responses are more challenging. Also, both Chief MacLeod and Mayor Campbell pointed to the need for a municipal water source to help the fire department. Meantime, Councillor Hamer raised the issue of capacity, saying they have run out of room in their current fire hall, and without a larger space they cannot add members.

Mayor Campbell thanked Chief MacLeod for his report and for all they do.

RCMP REPORT

No report this meeting. Councillor Hamer said he has intended to meet with Sergeant Patterson and will try again this week.

MAYOR'S REPORT

Hurricane Fiona – Thank you to the municipal staff who worked during the weekend when Hurricane Fiona passed through the region, especially the Department of Infrastructure and Public Works.

UNB Nursing Students – Third-year nursing students from the University of New Brunswick will be providing community nursing and health and wellness education in Salisbury and - Petitcodiac this Fall. This group of nine Licensed Practical Nurses, who are pursuing a Bachelor of Nursing degree, collectively bring over 60 years of nursing experience.

Salisbury Regional School Student Council – Along with CAO, met with SRS Student Council during Municipality Week to discuss the importance of local government.

Queen Elizabeth II – Attended the memorial service for Queen Elizabeth held at Royal Canadian Legion Branch No. 31 Salisbury, and laid a wreath on behalf of the Village of Salisbury.

Veteran Banners – The Salisbury Legion Veteran Banners Program, in partnership with the Village of Salisbury, launches in October with 44 banners to be hung along Main Street and Fredericton Road.

National Day for Truth and Reconciliation – The National Day for Truth and Reconciliation will be observed by the Village of Salisbury on September 30. Residents are urged to take time to reflect on what this day means.

Municipality Week – Thank you to CAO, Clerk and staff for efforts to mark New Brunswick’s first ever Municipality Week.

Fire at Green Pig Market – It was a devastating week with the fire at The Green Pig Country Market. The fact that interviewers reached out from all over Canada and even the United States underscores how important this market is to people and the role it plays in tourism in New Brunswick and Atlantic Canada. Residents are encouraged to show their support when the Green Pig reopens in temporary facilities on September 30.

Tree-Planting – The Fundy Biosphere Reserve Project reached out to the municipality regarding an offer of free trees to plant in the wetland area.

COUNCILLORS’ REPORTS

Councillor Hamer

Gratitude – He is not sure if he will reoffer for the November 28 election but wanted to thank his Councilmates and municipal staff for everything, saying it was thoroughly stimulating working with them. It was noted that Salisbury continues to evolve, using the current water study as an example of what the future may hold.

New Fire Truck – The tender document has been prepared should they get the final approval from the New Brunswick Department of Environment and Local Government to proceed with the purchase of a new tanker truck for Salisbury Fire Rescue. It was noted that there are funding agreements in place with the local service districts and with the Municipal Capital Borrowing Board.

Councillor O’Blenis

Gratitude – It has been great working with his fellow members of Council.

Councillor Thorne

Gratitude – Reading from a prepared statement and referring to her time on Council as “bucket filling,” gratitude was expressed to the community, to Mayor Campbell and Council, and to dedicated municipal staff. Councillor Thorne cited the regional recreation agreement, the operation of the Salisbury Lions Pool, and her experience volunteering at Tim Hortons Camp Day as just a few of the memorable moments of her year and a half on Council.

Councillor Colwell

Gratitude – Her time on Council has been phenomenal, noting the care, concern, and conviction of her fellow members of Council, also expressing appreciation to municipal staff.

Councillor Gallant

Gratitude – He has thoroughly enjoyed, and will miss, sitting around the Council table and participating in their debates, also expressing appreciation to municipal staff for their patience.

CAO'S REPORT

Tree-Planting – Fundy Biosphere Reserve (FBR) will plant trees in the Highland Park and wetland area to be maintained by the Village and periodically checked on by FBR.

Local Governance Reform – Starting on September 27, the focus of Administration will be largely on municipal reform in preparation for January 1, 2023. Along with preparations for the next Council, there will also be some in-house projects aimed at streamlining elements of the administrative process, including Council meetings. Another focus will be 2023 budget planning.

Hurricane Fiona – Regarding the staff response to Storm Fiona, thanks to the team for coming together.

CLERK'S REPORT

Thank You – Bursary – Council has received a Thank You card from Tomilyn Allen, one of the 2022 grad class recipients of Village of Salisbury bursaries.

Land Purchase – The municipality's purchase of the property at 31 Government Road was finalized on September 23.

It was moved by Councillor Thorne and seconded by Councillor O'Blenis to '*Enter into a Closed Meeting.*' MOTION CARRIED

CLOSED MEETING – Financial.

It was moved by Councillor Gallant and seconded by Councillor Hamer to '*Return to the Regular Meeting.*' MOTION CARRIED

SNOW-REMOVAL CONTRACT

It was moved by Councillor Thorne and seconded by Councillor Hamer '*to adopt an addendum to Contract SALS2016-03 for the 2023 and 2024 fiscal year that consists of an additional 0.673 kilometres, approximately, of municipal road, increase the Class D level of service to include salting and sanding as required, and designate the parking lots listed in "other" as Class D, for a total dollar value of \$7,454.00.*' MOTION CARRIED

DATE OF NEXT MEETING – December 12, 2022.

ADJOURN

It was moved by Councillor Thorne and seconded by Councillor Gallant to '*Adjourn the meeting.*' MOTION CARRIED (9:00 PM)