



**REGULAR COUNCIL MEETING  
MINUTES**

**Tuesday, October 10, 2023, 7:00 pm**

Members Present: Mayor Robert Campbell  
Councillor Joe D'Ettore  
Councillor John-Wiebe Dykstra  
Councillor Jason Gallant  
Councillor Nathan O'Blenis  
Councillor Stephanie Thorne

Members Absent: Councillor Phyllis Bannister  
Councillor Sarah Colwell

Staff Present: Austin Henderson, CAO  
Dianne Ayles, Clerk/Treasurer  
Scott Landry, Assistant Clerk

Staff Absent: Lorie Paterson, Administrative Assistant  
Trevor Douthwright, Manager of Infrastructure and Public Works  
Massimo Caracristi, Director of Recreation and Wellness  
Bradley MacLeod, Fire Chief

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**1. CALL TO ORDER**

Meeting was called to order at 7:00 pm.

**2. ADOPTION OF AGENDA**

**MOTION:** The Agenda be adopted.

**Moved by:** Councillor Thorne

**Seconded by:** Councillor O'Blenis

**Motion Carried**

3. **CONFLICT OF INTEREST DECLARATIONS**

No conflicts declared at this time.

4. **ADOPTION OF MINUTES**

1. Regular Council Meeting - September 11, 2023

**MOTION:** The Minutes for the Regular Council Meeting held September 11, 2023, be adopted.

**Moved by:** Councillor Dykstra

**Seconded by:** Councillor Thorne

**Motion Carried**

2. Committee of the Whole Meeting - September 25, 2023

**MOTION:** The Minutes for the Committee of the Whole Meeting held September 25, 2023, be adopted.

**Moved by:** Councillor O'Blenis

**Seconded by:** Councillor Thorne

**Motion Carried**

5. **CONSENT AGENDA**

**MOTION:** Council adopt the Consent Agenda of October 10, 2023.

**Moved by:** Councillor Gallant

**Seconded by:** Councillor Thorne

**Motion Carried**

1. Plan 360 - Development & Building Permit List, September 2023

Six permits were issued in September, 2023, carrying a total estimated project value of \$957,120. Projects include three single unit dwellings.

2. Plan 360 - Local Planning Revenues - January-September, 2023

The latest Local Planning Revenue quarterly report from Plan 360 (Southeast Regional Service Commission) shows the Town of Salisbury received \$13,164.77 for the July-September period, breaking down to \$3,660.40 in July, \$3,816.56 in August, and \$5,687.81 in September.

3. ParticipACTION - Letter confirming first-place prize

Received from ParticipACTION was a letter and prize cheque confirming first-place in the ParticipACTION Community Challenge held in

June, 2023. It was noted that ParticipACTION requires a Funding Report once the use of funds has been confirmed.

4. Street Closures - Christmas Parade, December 9, 2023

A Christmas Parade is returning to Salisbury this year and is scheduled to take place on December 9. The theme for the parade is Light Up Salisbury! Pending approval, participants will be organized in the St. Jude's Catholic Church parking lot and the parade will travel down Main Street. to end on Douglas Street. A street closure request has been submitted and approved by the New Brunswick Department of Transportation and Infrastructure (NBDTI) and all emergency vehicles have been made aware of the scheduled event.

Recommendation: That Council authorize, pursuant to the approval of NBDTI, the temporary closure of Main Street and Douglas Street between approximately 6:30pm and 7:30pm for the purposes of a Christmas Parade on December 9, 2023.

6. **PUBLIC AND ADMINISTRATIVE PRESENTATIONS**

No public or Administrative presentations this meeting.

7. **REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS**

1. Recommendations - Closed Session - April 11, 2023

As discussed during a Closed Session on April 11, 2023, Council approved a Community Improvement Agreement, including undertaking re-surfacing work, at the expense of the town, as well as registered a right-of-way (easement) for municipal services to use as a turn-around on private property at the Northeast end of Bleakney Road.

Following this meeting, Administration engaged legal counsel to draft formal agreements. These were sent to the property owners on June 6, 2023. On October 3, approval from the homeowner(s) was provided on the agreement, after an amended version was sent.

**MOTION:** Council authorize the Mayor, Clerk, and Town Solicitor to sign and register the Community Improvement Agreement and associated easement registration forms and documentation for PID bearing number 00817478 and direct the Solicitor to register the forms accordingly.

**Moved by:** Councillor Dykstra

**Seconded by:** Councillor Gallant

**Motion Carried**

**MOTION:** Council authorize Administration to engage Brown's Paving to undertake the required paving work at the property bearing PID 00817478, as agreed upon in the Community Improvement Agreement, at a cost of \$23,318, excluding HST.

**Moved by:** Councillor Thorne

**Seconded by:** Councillor O'Blenis

**Motion Carried**

2. Recommendation - Closed Session - July 10, 2023

During a Closed Session of July 10, 2023, Salisbury Town Council provided direction to Administration to proceed with soliciting quotes from qualified contractors to demolish, dispose of all materials, and grade the property located at 33 MacDonald Road in Salisbury.

This property was acquired by the former Village and in 2022, a Structural Engineering Inspection was completed that did not recommend the building be converted and/or used for public use. After deliberations with Council, and in conversations with landowners in the area, it was determined that the Town should maintain ownership of the land, given its immediate adjacency to Salisbury's Highland Park, and given Council's desire to expand the footprint of Highland Park.

A Request for Quotations (RFQ) package was circulated to four vendors, with only one submitting a price for this work.

**MOTION:** Further to the direction provided by Council during a Closed Session on Monday, July 10, 2023, Council award SALS 2023-19 to Trent Bleakney Towing & Excavating to proceed with the demolition, disposal of materials, and grading of property at 33 MacDonald Road, for a total cost of \$27,500, plus HST.

**Moved by:** Councillor O'Blenis

**Seconded by:** Councillor Gallant

Councillor Dykstra voted against the motion.

**Motion Carried**

It was further noted in the agenda package that the work is anticipated to take seven days to complete, and the contractor is prepared to begin work on or before October 16, 2023. Staff will prepare a tender to dispose of the electric furnace. NB Power will be required to complete disconnections and Staff will complete the application for a demolition permit following Council's decision. The Fire Department is anticipated to use the building for training on or around Monday, October 16 or Saturday, October 21.

**8. REPORTS FROM ADMINISTRATION**

No reports from Administration this meeting.

**9. BY-LAWS**

1. By-Law No. 8: A By-Law Respecting the Operation of Off-Road Vehicles in Salisbury - First Reading only

This By-law is for first reading only, pursuant to the Direction provided by Council during the COTW meeting in September.

Since the Committee of the Whole meeting, the following occurred:

- We have sought clarity on the time matter, although currently, it remains limited to 10pm;
- We have added a one-year time period;
- We have received clarification that there are provincial efforts being made to permit off-road vehicles, such as dirt bikes, on the trail systems, and as such, have maintained the definition of ORV;
- We have sent the business notification letters and announced the consultation process, as well as the Open House, to be held October 19.

At the time of second reading, Council will be provided with a consultation update of all matters brought forward to the Office through this process.

**MOTION:** Council have first reading of the By-law Titled: Town of Salisbury By-law No. 8, a By-law Respecting the Operation of Off-Road Vehicles in Salisbury, by title only.

**Moved by:** Councillor Thorne

**Seconded by:** Councillor Dykstra

On the Question, Councillor O'Blenis asked why Riverbend Subdivision's streets are not listed on the list of streets appendix under the (draft) by-law. CAO said staff would consult with the Province on jurisdiction for these streets which, technically, are not municipal streets.

Councillor Dykstra asked about extending access on the full length of Homestead Road within the Town limits. CAO said that possibility is being reviewed by the municipal insurer.

**Motion Carried**

Clerk proceeded to read Town of Salisbury By-law No. 8, a By-law Respecting the Operation of Off-Road Vehicles in Salisbury, by title only.

Clerk stated that the by-law would be posted online for public access, as well as be made available for public viewing at the Clerk's Office at Town Hall, also noting that an open house event would be held on the evening of Thursday, October 19 at Salisbury Lions Club. Written objections will be accepted to the attention of the Clerk's Office. Changes can be made to the draft by-law right up until third reading.

**10. CLOSED SESSION**

No Closed Session held this meeting.

**11. MAYOR AND COUNCILLORS' STATEMENTS/INQUIRIES**

No statements or inquiries this meeting.

**12. NOTICES OF MOTIONS AND RESOLUTIONS**

No Notices of Motions or Resolutions this meeting.

**13. ADJOURNMENT**

**MOTION:** Adjourn the meeting. (7:09pm)

**Moved by:** Councillor Thorne

**Seconded by:** Councillor O'Blenis

**Motion Carried**

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Chair

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Clerk