



**REGULAR COUNCIL MEETING
MINUTES**

Monday, December 11, 2023, 7:00 pm

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

Staff Present: Austin Henderson, CAO
Dianne Ayles, Clerk/Treasurer
Scott Landry, Assistant Clerk
Bradley MacLeod, Fire Chief

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

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 O'Blenis

Seconded by: Councillor Gallant

Motion Carried

3. CONFLICT OF INTEREST DECLARATIONS

Mayor Campbell noted that Conflict of Interest Declaration forms are on the Council Table should any councillor need to fill one out for submission to the Clerk.

4. ADOPTION OF MINUTES

1. Regular Council Meeting - November 14, 2023

MOTION: The Minutes for the Regular Council Meeting held November 14, 2023, be adopted.

Moved by: Councillor Gallant
Seconded by: Councillor D'Ettore

Motion Carried

2. Committee of the Whole Meeting - November 27, 2023

Councillor Phyllis Bannister joined the meeting at 7:02 pm.

MOTION: The Minutes for the Committee of the Whole Meeting held November 27, 2023, be adopted.

Moved by: Councillor O'Blenis
Seconded by: Councillor Gallant

Motion Carried

5. CONSENT AGENDA

MOTION: Council adopt the Consent Agenda of December 11, 2023.

Moved by: Councillor D'Ettore
Seconded by: Councillor O'Blenis

Motion Carried

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

Seven development and building permits were issued in the Town of Salisbury by Plan 360 (Southeast Regional Service Commission) in November, 2023, carrying a total estimated project value of \$1,044,072. Projects included three single dwelling units.

2. Letter - E Best and B Best, Re: taxes

Letter received from Ward 3 residents Edward and Beverly Best expressed disappointment with 2024 increases in the property tax rate and sewer rate, also questioning the need for expensive capital projects, in particular, the new fire hall. Letter calls for the 2024 budget to be revisited. Response letter to be sent.

6. **PUBLIC AND ADMINISTRATIVE PRESENTATIONS**

1. Budget / Fire Hall - Peter Aigner, resident of Ward 4

Upper Coverdale resident Peter Aigner made a brief presentation in opposition to 2024 tax rate increases while people are facing hard times. While he expressed his appreciation for the efforts of local volunteer firefighters, he is opposed to the expense of the construction of a new fire hall, suggesting they instead make use of other spaces throughout the municipality for training and storage needs. He said he does not understand how, nor has he seen any proof to indicate that a physical building can improve the quality of firefighting service.

While the presenter requested a response from Council, one had already been provided by email on December 7 in response to his original email.

Mayor Campbell then opened the floor. As per the Procedural by-law, two minutes of speaking time was offered to any others in the public gallery; however, no one accepted this offer.

2. RCMP Update - Cpl. Kevin Glode, Southeast District, Caledonia Region Detachment

Councillor John-Wiebe Dykstra joined the meeting at 7:23 pm.

Corporal Kevin Glode of Southeast District, Caledonia Region Detachment, joined the meeting for a policing update that stressed the importance of residents reporting any suspicious or criminal activity, given the increase in criminal activity throughout the region and beyond. When discussing the possibility of establishing a new Neighbourhood Watch, he spoke of the effectiveness of a new Citizens on Patrol program in Moncton where non-emergency matters are communicated to police, suggesting such a program may be of interest to residents of Salisbury who are willing to volunteer and undergo the necessary training. Anyone interested should reach out. Use of the Crime Stoppers program was also touched on, as was the RCMP's online crime reporting tool.

Cpl. Glode updated Council on staffing at the detachment, noting there will soon be a new Sergeant stepping in. Caledonia will also have six new positions.

After his presentation, when Cpl Glode left the meeting, Fire Chief MacLeod and other members of Salisbury Fire Rescue who were also in attendance also left the meeting.

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

1. Recommendations - Closed Sessions - November 14 and 27, 2023

Circular Materials program

Background:

As required by the Government of New Brunswick, the Town of Salisbury is required to opt-in or opt-out of a mandated Extended Producer Responsibility (EPR) program for paper, plastics, and packaging. This will require the Town to become a contractor for Circular Materials for this collection, to be then contracted by the Town's waste collection contractor, or to have Circular Materials collect the recyclables curbside. The Town is within the second phase in the province, with the first phase having started implementation in November of 2023. The Town is required to inform Circular Materials by December 18, 2023 of their intent to opt in or opt-out of the program. In a Closed Session on November 27, 2023, Salisbury Town Council discussed the Statement of Work, or the contract, to determine the financial and overall risks to the Municipality. To limit disruption and provision of service to residents curbside, the Town has determined that opting in to the program presents the most reasonable option for ratepayers.

MOTION: Council authorize Administration to inform Circular Materials of the Town of Salisbury's intent to opt-in to the Paper, Plastic, Packaging (PPP) program being mandated by the Government of New Brunswick, and that Council authorize the Clerk and Mayor to sign and affix the Corporate Seal on the Statement of Work for Curbside Collection Services Provided by Local Government, between the Town and Circular Materials.

Moved by: Councillor Colwell

Seconded by: Councillor Bannister

Motion Carried

Councillor Dykstra voted against the motion.

Animal Control Contract

Background:

NBSPCA is the current animal control service provider for Ward 3, or the former Village boundaries, in contract with the former municipal entity, as well as the contractor for the former Local Service Districts (LSDs) through the New Brunswick Rural Dog Contract, set to expire at the end of 2024.

To update the former contract with Ward 3, and in anticipation of assuming responsibility for the remainder of the boundaries as of 2025, the Town has negotiated a contract with NBSPCA for these services. As discussed in a Closed Session on November 14, 2023, an agreement has been drafted with NBSPCA for these services with the option to automatically apply to the full Town limits as of January 1, 2025.

MOTION: Council authorize the Clerk and Mayor to sign and affix the Corporate Seal on the Municipal Animal Control contract between the New Brunswick Society for the Prevention of Cruelty to Animals (NBSPCA) and the Town of Salisbury, for a period of three years with an optional extension of two years, as per the terms of the agreement.

Moved by: Councillor Bannister

Seconded by: Councillor O'Blenis

On the Question, dog registration was discussed, how in Ward 3 dog tags will continue to be sold in person in 2024, whereas an online dog registration program called DocuPet is what continues to be used in the other wards (former LSDs).

Motion Carried

8. REPORTS FROM ADMINISTRATION

1. 2024 Operating and Utility Budget Resolution

Background:

On November 14, Town Council approved the 2024 Utility and Operating Budgets, which were then submitted in advance of the Province's November 15 deadline. This year, in the Fall, the Province released a new Budget Portal to replace paper submissions. The tool being used by the Town, also provided by the Province, was the traditional Excel sheets that separate sub-unit costs. Within the two tools there are different rounding points/decimal points, creating a difference in the overall warrant.

Because of this, the warrant (the total dollar value to be collected by taxes) has a discrepancy of approximately \$72.21. Even though this does not change the tax rate or any of the expenses, the Province requires an updated motion.

The only other changes to the budget are moving existing expenses from different line items, primarily around interim financing and long-term debt charges for the capital projects in 2024. In the Utility budget, the Province has requested that the Town not include the reserve transfer in our budget, and simply add these as expenses incurred in 2024. Therefore, the expenses and revenue are both minus \$30,000. This means there is no impact to the user rate, but rather, another formality being requested by the Province.

MOTION: On this 11th day of December 2023, the Council of the Local Government of Salisbury RESOLVED that the sum of \$6,912,184.00 be the total operating budget for the local government, that the sum of \$6,449,442.71 be the Warrant of the Local Government for the ensuing year, and that the tax rate(s) for the local government be:

- o 675.00 (Salisbury V) - \$1.1599
- o 675.01 (Coverdale LD) - \$0.6335
- o 675.02 (Salisbury LD) - \$0.6346
- o 675.03 (Moncton LD) - \$0.6394
- o 675.04 (Elgin Parish LD) - \$0.6388

The Council orders and directs the levying by the Minister of Local Government of said amount on real property liable to taxation under the Assessment Act within the Local Government of Salisbury. Adopted this 11th day of December 2023 by the Council of the local government of Salisbury.

Moved by: Councillor Colwell

Seconded by: Councillor Gallant

Motion Carried

MOTION: On this 11th day of December, 2023, the Council of the Local Government of Salisbury RESOLVED that pursuant to Section 117(4) of the Local Governance Act, the total budget for the Wastewater Utility for the ensuing year would consist of total revenues of \$492,640.00 and total expenditures of \$492,640.00. Adopted this 11th day of December, 2023 by the Council of the Local Government of Salisbury.

Moved by: Councillor Bannister

Seconded by: Councillor O'Blenis

Motion Carried

2. Grant Request - On the Lam Dog Rescue

Background:

Earlier this year, a grant request was submitted by a resident requesting that the Town purchase a live dog trap to be used for missing/on the run dogs.

Prior to bringing a recommendation to Council, Staff wanted to determine whether or not this was a duplicated service with the Animal Control agreement with NBSPCA that had begun being re-negotiated at that time. In conversations with NBSPCA, it was determined that this is a service that is complimentary to their services. NBSPCA would not monitor live traps like these volunteer groups do, but can assist them with the rescues

on occasion. Therefore, it was determined that this would not be a duplicated service, but raised a point that a condition of the grant should be to have the resident/organization inform NBSPCA of their ongoing rescue attempts.

As of December 1, we have spent \$17,650 of the 2023 grant budget of \$35,000. We have earmarked an additional \$1500 as a buffer for grants in our year-end projections, meaning this will not have an effect on this year's budget and will not affect the year-end projections.

MOTION: Council approve a grant in the amount not to exceed \$1100, to be paid upon proof of payment, for the purchase of a live trap to be used by On the Lam Dog Rescue, to assist with escaped and/or missing dogs in the area and that this grant be conditional on the group informing the NBSPCA, the Animal Control Officer(s) contracted by the Town, when rescue(s) are being undertaken within the Town of Salisbury to request their assistance, as may be needed.

Moved by: Councillor D'Ettore
Seconded by: Councillor Gallant

On the Question, Councillor O'Blenis suggested a condition that the live trap being purchased with the grant be given to the Town in the event that the organization stops operating. CAO to look into. Liability issues were also discussed.

Motion Carried

9. BY-LAWS

CAO briefly alluded to the all-terrain vehicle by-law process, noting that they are still awaiting confirmation as it relates to areas outside the former village boundary; that is, clarification from the Provincial transportation department as it relates to highway-use permits or whether this can be included in the by-law.

10. CLOSED SESSION - Personnel (68(1)(j) Local Governance Act)

MOTION: Enter into a Closed Session.

Moved by: Councillor Bannister
Seconded by: Councillor D'Ettore

Motion Carried

CLOSED SESSION

MOTION: Return to the Regular Meeting.

Moved by: Councillor Dykstra

Seconded by: Councillor Gallant

Motion Carried

11. MAYOR AND COUNCILLORS' STATEMENTS/INQUIRIES

Budget - Mayor Campbell noted that he received an email and a letter with regards to the 2024 municipal budget, and that responses are being issued in both cases.

Christmas Parade - Councillor O'Blenis thanked everyone who took part in this year's parade, which was very well done and well attended.

Cookie Crawl - Councillor Thorne spoke positively of the parade and of the Cookie Crawl, calling it a great new addition.

Thanks to Staff - Councillor D'Ettore credited the Coordinator of Events and Strategic Projects for her hard work with Holiday Season activity. Mayor Campbell also noted how the community has been vibrant and thanked staff for their hard work.

12. NOTICES OF MOTIONS AND RESOLUTIONS

No Notices of Motions or Resolutions this meeting.

13. ADJOURNMENT

MOTION: Adjourn the meeting. (8:26 pm)

Moved by: Councillor Gallant

Seconded by: Councillor Bannister

Motion Carried

Chair

Clerk