REGULAR COUNCIL MEETING

MINUTES

Tuesday, November 12, 2024, 7:00 pm

Members Present:	Mayor Rob Campbell Deputy Mayor Jason Gallant Councillor Phyllis Bannister Councillor Joe D'Ettore Councillor John-Wiebe Dykstra Councillor Nathan O'Blenis
Members Absent:	Councillor Sarah Colwell Councillor Stephanie Thorne
Staff Present:	Austin Henderson, CAO Dianne Ayles, Clerk/Treasurer Brad MacLeod, Fire Chief Scott Landry, Assistant Clerk

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1. CALL TO ORDER

Meeting was called to order at 7:00 pm.

2. ADOPTION OF AGENDA

MOTION: The Agenda for the November 12, 2024 meeting of Council be adopted as amended.

Moved by: Councillor Dykstra
Seconded by: Deputy Mayor 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 to submit to the Clerk.

4. ADOPTION OF MINUTES

1. Regular Council Meeting - October 15, 2024

MOTION: The Minutes for the Regular Council Meeting held October 15, 2024, be adopted.

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

Motion Carried

2. Committee of the Whole Meeting - October 28, 2024

MOTION: The Minutes for the Committee of the Whole Meeting held October 28, 2024, be adopted.

Moved by: Councillor Bannister
Seconded by: Deputy Mayor Gallant

Motion Carried

5. CONSENT AGENDA

MOTION: Council adopt the Consent Agenda of November 12, 2024.

Moved by: Deputy Mayor Gallant
Seconded by: Councillor Bannister

Motion Carried

1. Southeast Regional Service Commission/Plan 360 - Local Planning Revenues, Q3

Local Planning Revenues received from Southeast Regional Service Commission for the third quarter of 2024, being July through September, totalled $20,973.03. Seventy-two per cent of this came from Building permits and Development permits.

2. King Charles III Coronation Medal

Letter from Fundy Royal MP Rob Moore asks Town Council to nominate an individual for the King Charles III Coronation Medal, which is being awarded to recognize long service, good conduct, high professionalism, or worthy deeds that bring great credit to the community.

3. SERSC/Plan 360 - Development and Building Permit List, October 2024

Four development and building permits were issued in the Town of Salisbury by Plan 360 (Southeast Regional Service Commission) in October, 2024, carrying a total estimated project value of $642,220. Permits included the construction of a new single dwelling unit and the installation of two mini-homes.

6. PUBLIC AND ADMINISTRATIVE PRESENTATIONS

1. By-law No. 50-2, A By-law to Amend By-law No. 50, Village of Salisbury Municipal Plan (PID 70286810)

Plan 360's Jeff Boudreau presented a proposed amendment to Salisbury's Municipal Plan due to a re-zoning application concerning 3041 Main Street, PID 70286810, in Salisbury. The applicant is requesting a redesignation and rezoning of a portion of the property to Industrial to allow the operation of a motor vehicle repair and inspection shop. This public presentation fulfilled a requirement of the Community Planning Act for when an amendment of the Municipal Plan is being considered. This presentation triggered a public call for written comments on the proposed change. Members of the public will be provided with the opportunity to speak for or against the amendments at a public hearing scheduled for Thursday, December 12, 2024, at 7:00 PM in Council Chambers at the municipal building located at 56 Douglas Street in Salisbury.

2. Q3 Update - Salisbury Fire Rescue

Chief MacLeod joined Council for an overview of the third quarter of 2024 for Salisbury Fire Rescue, touching on changes to their organizational chart (two new members), the lower number of calls compared with the same time last year (132 calls compared with 145 this time in 2023, with 60% of this year's calls for motor vehicle accidents and fires), and a slight increase in member attendance at calls and training sessions.

During questions, Chief MacLeod said they anticipate expanding their membership after they move into the new fire hall in 2025, noting they currently have no room to expand, but have five potential members on a waiting list.

MOTION: Enter into a Recess.

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

Motion Carried

RECESS

MOTION: Return to the Regular Council Meeting.

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

Motion Carried

3. NB Power Smart Metres

Presenter Christine Schneider joined the Council meeting virtually to talk about NB Power's switch to modern Smart Meters at homes and businesses throughout New Brunswick. This was in advance of a public information session scheduled for the evening of November 27 at Salisbury Lions Club. The Salisbury region is being focused on for this deployment between this Fall (having begun in September) and next Spring. Western New Brunswick is finished, while the Northeast region of the province will be focused on between Spring and Fall, 2025. Customers will be notified in advance of installation of Smart meters, unless any customers choose to opt out. According to Christine Schneider, use of Smart meters provides a great deal more specific information to customers about their energy usage, with breakdowns to 15-minute intervals and notifications of peak usage times and projected usage in both kilowatt hours and in dollar values. She quoted a post-installation survey that indicates a 94% positive-to-neutral experience for customers.

In questioning from Council, she acknowledged that this is a costly project for NB Power, but the benefits will outweigh the costs over a 15-year period with a cleaner, more efficient system. Councillor Dykstra asked if the installation of Smart meters is a precursor to introducing peak power rates and off-peak power rates, to which Christine Schneider replied yes, this will give NB Power the ability to introduce time-of-use rates, which would still have to be justified before and approved by the Province's energy and utilities board.

7. REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

1. Recommendation from Closed Session - October 15, 2024

As CAO explained, during the Closed Session of the Regular Council Meeting of October 15, 2024, Town Council discussed the trail use agreement between the Town, the New Brunswick All Terrain Vehicle Federation (on behalf of the member club Albert County Trail Blazers) and the New Brunswick Federation of Snowmobile Clubs (as represented by the local club, Southeastern NB Snowmobilers Association). This agreement governs the shared use, in addition to pedestrians, for the abandoned rail bed between Route 106 and Ayles Road that is owned by the Town, including the railway trestle. Ongoing discussions are continuing for the upgrades to the trestle. The agreement has been signed by both

user groups following the direction provided in Closed Session. No further changes have been made to the agreement.

MOTION: Council ratify the agreement between the Town of Salisbury, the New Brunswick All Terrain Vehicle Federation (on behalf of the member club Albert County Trail Blazers) and the New Brunswick Federation of Snowmobile Clubs (as represented by the local club Southeastern NB Snowmobilers Association) and authorize the Clerk and Mayor to sign and affix the corporate seal thereto.

Moved by: Councillor Dykstra
Seconded by: Councillor Bannister

Motion Carried

8. REPORTS FROM ADMINISTRATION

1. 2025 Budget - Proposed General Operating and Utility Budgets

Prior to delving into his report, CAO stressed that the budget is still only in draft form. The budget is normally due by November 15, but due to the election there was a delay in the Province providing the required assessment numbers. The town-wide assessment base has since been determined to be $898-million, although it was noted that 55% of properties in Salisbury are in spike protection. CAO also noted that the Town is still waiting for RCMP and fire cost-sharing budget numbers, and that Protective Services accounts for 30.6% of the operating budget. The RCMP specifically accounted for 20% of it this year. It is assumed that the RCMP increase will be about 4%, stressing that this is only a projection at this point. It was also noted that the cost sharing of fire services continues to be cost-prohibitive. CAO spoke of inflationary increases of 3%-5% across all department service areas.

An increase to the Grant budget will include adding $5,000 for a new CCTV grant pilot project, like what Saint Andrews is doing. 2025 plans also include introducing a new Neighbourhood Watch program, increasing the Crosswalk budget, and increasing the Beautification line to includes 3D signage at Highland Park, Christmas lighting, and an amphitheatre mural. A banner program will also be introduced, as well as the Residential Development Incentive Program, a Storefront Beautification Program, and a Tree-Planting Program. There will be an increase to event budgets across the board, especially for Hallowe'en.

The Capital Budget is highlighted by $760,000 for wastewater polishing pond sludge removal, $400,000 for the culvert at Reeder Road and Route 106, $350,000 for improvements to the municipal building, $333,000 for phase one of the Roxboro Court Playground Project, $300,000 for decking and railings on the railway trestle, $250,000 for trail boardwalk extension, and $200,000 for MacDonald Road resurfacing.

As for the Utility Budget, with a projected 1,163 units in 2025 the sewer rate can be held at the current $400 per unit.

As for the next steps, pending the announcement of the RCMP numbers, the budget is expected to return to Council for ratification at the December Regular Meeting, and Council's decision on the five-year Capital Plan. Staff has also been directed to merge the five former local service district sub-units into one shared tax rate, which would leave the Town with two rates -- one for the former LSDs and one for the former Village.

2. Award of Additional Trail Extension Work

CAO outlined how a surplus in project funds is allowing for the Trail project to extend with additional trail connections.

MOTION: WHEREAS confirmed funding available exceeds the confirmed trail value for the Braemar to Parkin Trail, Council award the work to JK Fraser for the construction of a 62 linear metre boardwalk with additional trail (approximately 106 metres of permeable pavers as per WAWA permit requirements and 50 metres of stonedust trail) to connect the new trail directly to Highland Park's wetland trail at a cost of $230,490, excluding HST, and authorize Administration to carry a construction contingency of up to 10% of total contract cost, including HST.

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

Motion Carried

MOTION: WHEREAS the Town has not been required to use the full contingency for the existing trail contract and to maximize both funding available and competitive unit pricing on this contract, Council extend the current contract of Contract SALS2024-07, Braemar to Parkin Trail, for a connection of the trail to Main Street and additional work on accomplishing as many phases of the trail plan as possible this fiscal year as weather permits, at an approximate cost of $79,720, excluding HST, and authorize Administration to carry a construction contingency of up to 10% of total contract cost, including HST.

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

On the Question, it was clarified for Councillor O'Blenis where the trail connection near the school is located. It was also confirmed that the trail will be maintained year-round.

Motion Carried

9. BY-LAWS

There were no by-laws to address this meeting.

10. CLOSED SESSION - Contractual (68(1)(c) Local Governance Act), Labour and Employment Personnel (68(1)(j) Local Governance Act)

MOTION: Enter into a Closed Session.

Moved by: Councillor Bannister
Seconded by: Councillor Dykstra

Motion Carried

CLOSED SESSION

MOTION: Return to the Regular Meeting.

Moved by: Councillor Bannister
Seconded by: Deputy Mayor Gallant

Motion Carried

11. MAYOR AND COUNCILLORS' STATEMENTS/INQUIRIES

There were no statements or inquiries.

12. NOTICES OF MOTIONS AND RESOLUTIONS

1. Motions Related to Former Village of Salisbury Bank Accounts

CAO explained that the following motions, concerning Town bank accounts and the closing of the bank accounts for the former Village, were formalities simply to ensure that there is an audit trail.

MOTION: The sum of $95,461.79, being Canada Community Building Funding (CCBF), be transferred from the CCBF (Village of Salisbury) account 00094-58-98714 to the General Operating Fund (Salisbury) account 00094-12-57404 for projects completed in 2024, and that account 00094-58-98714 be closed.

Moved by: Deputy Mayor Gallant
Seconded by: Councillor Dykstra

Motion Carried

MOTION: The remaining balance of account 00094-93-00112 be transferred to the new General Operating Fund (Salisbury) account 00094-12-57404, and that account 00094-93-00112 be closed.

Moved by: Councillor Dykstra
Seconded by: Councillor Bannister

Motion Carried

MOTION: The remaining balance of account 00094-93-00317 be transferred to the new Utility Operating Fund (Salisbury) account 00094-12-57501, and that account 00094-93-00317 be closed.

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

Motion Carried

2. December Committee of the Whole Meeting

It was recommended by Staff to cancel the December 23 Committee of the Whole meeting given that new business would not be introduced following the November COTW meeting and that a special meeting must be scheduled for the end of December for any year-end transfers.

MOTION: Council not hold the December 23, 2024 Committee of the Whole Meeting.

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

Motion Carried

13. ADJOURNMENT

MOTION: Adjourn the meeting. (9:19 PM)

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

Motion Carried

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Chair

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Clerk