REGULAR COUNCIL MEETING

MINUTES

Monday, August 10, 2026, 6:00 PM

Members Present:	Mayor Rob Campbell Deputy Mayor Phyllis Bannister Councillor Jason Gallant Councillor Glenn McLaughlin Councillor Holly McNeil Councillor Stephanie Thorne Councillor Nathan O'Blenis Councillor Krista Ingraham-Côté
Staff Present:	Austin Henderson, CAO Dianne Ayles, Clerk/Treasurer Scott Landry, Assistant Clerk Massimo Caracristi, Director of Recreation and Wellness Brad Doucette, Coordinator of Protective Services

_____

1. CALL TO ORDER

Meeting was called to order at 6:00 PM.

2. ADOPTION OF AGENDA

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

THAT the Agenda be adopted.

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.

No conflicts of interest were declared at this time.

4. ADOPTION OF MINUTES

4.1 Regular Council Meeting - July 13, 2026

Moved by: Councillor Gallant
Seconded by: Councillor Thorne

THAT the Minutes for the Regular Council Meeting held July 13, 2026, be adopted.

Motion Carried

5. CONSENT AGENDA

There were three items on the Consent Agenda.

Moved by: Councillor Gallant
Seconded by: Deputy Mayor Bannister

THAT Council adopt the Consent Agenda of August 10, 2026.

Motion Carried

5.1 Plan360/Southeast Regional Service Commission - Development Activity Report - June 2026

Received from Southeast Regional Service Commission was the Plan360 Development Activity Report for June. Thirteen permits were issued that month carrying a combined estimated project value of $1,180,791. Six of the permits were residential building permits, including two single dwelling units and one mobile/mini-home.

5.2 Request for Street Name Change

A local resident with historical insight and interest, as well as a long-standing connection to the Municipality, has requested the Town consider changing the name of Lam Street to SS Wilmot Street to honour the area's historic landowner. The request had already been discussed and rejected three different times, in 2020, 2021 and 2024, by different councils of the Town, due to the developer's opposition to changing it because Lam Street has a family connection in its name. It was noted that following the rejection of the request in 2024, Council did reserve the name “Wilmot” in the NB911 street name bank for future use somewhere in the Town. The recommendation at this time was that Council maintain the current name

of Lam Street and, accordingly, provide additional correspondence to the resident who requested re-consideration of a name change.

5.3 Capital Investment Plan (CIP) Salisbury 2024-2028

Regarding the Canada Community-Building Fund; that is, the former Gas Tax Fund, a letter from the Provincial Government acknowledges acceptance of Salisbury's revised Capital Investment Plan (CIP), which was approved by Council last December.

6. PUBLIC AND ADMINISTRATIVE PRESENTATIONS

There were four items under Public or Administrative presentations.

6.1 By-law No. 16-2, A By-law to Amend By-law No. 16, Town of Salisbury Municipal Plan (PIDs 01089606 and 70568167) - Sam Gerrand, Plan360

Planner Sam Gerrand of Plan360, a branch of Southeast Regional Service Commission, joined the meeting at this point for the formal Public Presentation concerning proposed By-law No. 16-2, A By-law to Amend By-law No. 16, Town of Salisbury Municipal Plan. This would see the creation of a new zone for Salisbury to be called Residential Mix, which would be required for the proposed extension of Sunrise and Twilight avenues to allow for mixed-use housing on two Town-owned properties (PIDs No. 01089606 and No. 70568167). This Public Presentation, held in adherence with Section 25(1) of New Brunswick's Community Planning Act, was only for information, with the opportunity for public comment to come at the public hearing, which will follow the 30-day period for written objections to be submitted to the Clerk. Salisbury Lions Club, 63 Peter Street, is reserved on September 21st for a Special Council Meeting for this public hearing concerning the proposed amendments to By-law 16 (Municipal Plan) and By-law 17 (Zoning By-law). The meeting that evening will begin at 7:00 PM.

6.2 Request for Beach Volleyball Courts - Rebecca Slocum, Resident

Salisbury Resident Rebecca Slocum joined the meeting to present her request, supported by a petition (addressed in a separate agenda item this meeting, 11.3, in accordance with the Town's Procedural By-law), that Council consider the creation of beach volleyball courts in Salisbury. She spoke of the growth in the sport across the province in recent years, with supporting data provided by Volleyball New Brunswick. She also noted that beach volleyball will be one of the sports featured in the Canada Summer Games coming to Moncton and Saint John in 2029.

Moved by: Councillor Thorne
Seconded by: Deputy Mayor Bannister

THAT Council direct staff to prepare proposed options for outdoor beach volleyball facilities, including locations and costings, for Council consideration during budget deliberations.

On the Question - Daily court maintenance was touched on following a concern expressed about the population of stray/roaming cats in the community. Director of Recreation and Wellness commented on the physical security around courts in the Atlantic region, noting some are fenced-in, while some are not.

Motion Carried

Rebecca Slocum was thanked by Council for her presentation and left the meeting.

6.3 Community Wildfire Resiliency Plan for Salisbury - Kara McCurdy, Transitional Solutions Inc.

Kara McCurdy of Transitional Solutions Inc. (TSI) joined the meeting to present a Community Wildfire Resiliency Plan (CWRP) for Council's consideration. Salisbury was one of six communities in Southeast New Brunswick that took the Service Commission up on an offer to opt-in for the creation of a such a plan, for which TSI was contracted. The topic has gained significant attention in recent years with the prevalence of wildfires across Canada. As presented by Kara McCurdy, the intention of the proposed CWRP is to provide a better understanding of how to reduce wildfire risk, protect residents and property, enhance emergency preparedness, and strengthen community resilience. The CWRP contains a Wildfire Risk Profile, identifies Community Strengths, Vulnerabilities and Gaps, provides recommended Priority Actions, and touches on Implementation, Monitoring and Funding Opportunities.

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

THAT Council accept the Community Wildfire Resilience Plan and direct staff to begin implementing the recommendations, in addition to pursuing applicable funding opportunities and partnerships to support the implementation of the Plan.

On the Question - Councillor O'Blenis asked if dry hydrants factor into this plan. CAO noted that funding, through the Federation of Canadian Municipalities, will be pursued this Fall with regards to the development of dry hydrants.

Motion Carried

6.4 Lot Size and System Capacity Assessment - Brennan Thorne, CBCL

Brennan Thorne of CBCL joined the meeting to present the final Lot Size and System Capacity Assessment to Council for ratification. It was last Summer that Town Council approved RFPSALS2025-11, Lot Size Review, awarding the project to CBCL. The project consisted of a (1) Sewer Capacity Assessment; (2) Lot Size Review Based on Comparable

Communities; (3) Hydrological Assessment/Modelling to Protect Private Water Supply; and (4) Strategic Infrastructure Upgrade Recommendations. This particular planning exercise was undertaken following the consolidation of the former Village By-law and the Westmorland Albert Rural Plan, because a discrepancy was identified during that process with respect to lot sizes in which the minimum lot size in serviceable areas of former local service districts (LSDs) was approximately half the minimum lot size in the former Village. In an effort to take a conservative approach, the lot sizes of the former Village were adopted, with a policy to undertake a study analyzing lot sizes. CBCL's very detailed presentation concluded that Salisbury's assets are adequate.

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

THAT Council accept the CBCL Lot Size and System Capacity Assessment as-presented, directing Staff to implement its primary recommendations, including prioritizing the Option 4b for Strategic Investment along Fredericton Road, maintaining lot-sizes, and continuing to prioritize the protection of private water supply while managing growth and development, including integrating a monitoring well program into capital plan(s).

Motion Carried

Moved by: Councillor Thorne
Seconded by: Councillor Gallant

THAT Council hold a recess. (7:14 PM)

Motion Carried

RECESS

Moved by: Councillor Gallant
Seconded by: Deputy Mayor Bannister

THAT Council return to the Regular Meeting. (7:27 PM)

Motion Carried

7. REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND PRIVATE MEETINGS

No reports or recommendations from committees and private meetings.

8. REPORTS FROM ADMINISTRATION

There was one Report from Administration.

8.1 Finances - Q2 Update

Staff provided Council with a second quarter financial update on the various service areas within the municipality. As of June 30th, the halfway point of the year, the Town is at 47.88% of anticipated revenue and 39.59% of budgeted expenses. Utility (power) costs are playing a role in pushing some of the line items, across the various departments, over budget. Training Development expenses are also over, due to WorkSafe certification and training demands for the Town's Health and Safety update.

No motion was required, as this item was for information only.

During the opportunity for questions, Councillor Thorne asked for a breakdown on bill payments coming in, while Councillor O'Blenis asked if the number of delinquent sewer accounts is coming down, and was told that it is trending in the right direction.

9. BY-LAWS

No by-laws were addressed.

10. MAYOR AND COUNCILLORS' STATEMENTS/INQUIRIES

New Brunswick Department of Transportation and Infrastructure - Mayor Campbell reported that he was very concerned about the surprise closure of the Trans-Canada Highway off-ramp for one day the previous week. He said it was unacceptable that the transportation department (NBDTI) failed to get the word out, adding this hurt local businesses.

NB Tourism - Noting the poor quality of cell-phone service in New Brunswick, Mayor Campbell mentioned that NBDTI has advised that Scenic Drive signage will be pulled.

Community Days - Mayor Campbell mentioned that the annual Community Days Summer festival was to take place in the coming week.

Condolences - Condolences were expressed to Councillor Ingraham-Cote regarding the loss of her mother-in-law.

Consent Agenda – Upon a question from Councillor McNeil concerning item 5.2 of this meeting, it was clarified how the Consent Agenda works, in that it groups together multiple item recommendations into one collective motion, and how if one of the contained items requires discussion, said item would have to be removed from the Consent Agenda and be addressed individually.

Block Parties - Councillor O'Blenis thanked staff for their work on Block Parties this Summer.

11. NOTICES OF MOTIONS AND RESOLUTIONS

There were three Motions/Resolutions.

11.1 LLCA-25-0884 Funding Agreement between Federation of Canadian Municipalities and Town of Salisbury

Staff sought approval from Council to enter into the funding agreement with the Federation of Canadian Municipalities (FCM) for LLCA-25-0884, Naturalized Retention Pond/Wetland for the Sunrise Twilight Subdivision. This is regarding the Town's application in the Fall of 2025 to FCM's Local Leadership for Climate Adaptation program, the proposed project being the naturalized wetland for the proposed Sunrise/Twilight subdivision. On April 1, the Town received FCM's approval letter. This funding agreement would cover 82% of the costs of the naturalized wetland. The overall project remains subject to approval of the funding for capital costs for road, sewer, etc. Entering into the Agreement does not bind the Town to it, but the agreement is required in order to secure the funding.

Moved by: Deputy Mayor Bannister
Seconded by: Councillor McNeil

THAT Council approve the Funding Agreement for LLCA-25-0884, Sunrise Twilight Naturalized Wetland, between the Federation of Canadian Municipalities (FCM) and the Town of Salisbury, authorize the executive of the Agreement with the Clerk and Mayor’s signatures and subsequent affixing of the corporate seal accordingly, and further authorize Austin Henderson, CAO and Dianne Ayles, Clerk/Treasurer, to act as Authorized Representatives for FCM for the purposes of executing this Agreement.

Motion Carried

11.2 Committee Appointments - Councillors

Mayor Campbell announced the following revision to Council representation on Committees of Council:

- Community Enhancement Committee: Phyllis Bannister, Jason Gallant, Glenn McLaughlin, Stephanie Thorne
- Cultural Policy Implementation Committee: Phyllis Bannister
- Recreation Facility Steering Committee: Phyllis Bannister, Holly McNeil
- Volunteer Awards Committee: Jason Gallant, Nathan O'Blenis
- Salisbury Public Library Board: Krista Ingraham-Côté

The Mayor also requested staff prepare Terms of Reference for a Mayor Youth Advisory Committee with its two Council representatives to be Krista Ingraham-Côté and Holly McNeil, which would be ratified at a future meeting, as would any additional modifications to Committees in cases where Councillors already served on them in their capacity as residents.

Moved by: Councillor Gallant
Seconded by: Councillor McLaughlin

THAT Council approve the appointments of Council representation on municipal committees, as-presented.

On the Question - Councillor McNeil asked if they could also join other committees. CAO responded that they could attend the meetings and observe, but not take part.

Councillor Ingraham-Côté asked if there are Terms of Reference for her committee (Library Board). It was explained that the Town does not have these, as the Library Board is not a committee of Council, and that the Library may have more information for her.

Motion Carried

11.3 Petition to Request Outdoor Volleyball Courts

This item is related to the item 6.2 presentation.

Moved by: Councillor McNeil
Seconded by: Deputy Mayor Bannister

THAT Council receive the petition requesting outdoor beach volleyball courts, submitted on August 5, 2026, for-information.

Motion Carried

12. ADJOURNMENT

Moved by: Councillor Thorne

THAT the meeting be adjourned. (7:49 PM)

Motion Carried

_____

Chair

_____

Clerk