

MINUTES OF NOVEMBER 26, 2018

6:30 PM PRE-MEETING

REGULAR MEETING

A regular meeting of Council was held November 26, 2018 at 7:00 PM with Mayor Keating presiding. Councillor Best was absent. All other members of Council and Clerk were present.

THE LORD'S PRAYER

APPROVAL OF AGENDA

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

CONFLICT OF INTEREST DECLARATION

No conflict declared.

APPROVAL OF PREVIOUS MINUTES

It was moved by Councillor McNeil and seconded by Councillor Bartlett that the *'Minutes for the Council Meeting held on November 13th be approved.'* MOTION CARRIED

BILLS FOR THE MONTH OF NOVEMBER

It was moved by Councillor McNeil and seconded by Councillor Bartlett to *'Pay the bills for the month of November.'* MOTION CARRIED

MANAGER OF WORKS REPORT

Clerk read report provided by Manager of Works, who was working late on storm-sewer manhole repairs on Main Street near the intersection with MacDonald Road.

Albert Trail Culvert No.1 Replacement Project - Project began on October 22nd, but there was a delay with pipe-delivery, resulting in some aspects of the project being delayed until November 1st and two extensions being required from the New Brunswick Department of Environment and Local Government in regards to in-stream work under the original WAWA permit (Watercourse and Wetland Alteration). Installation of piping was completed on November 23rd. Current activity is backfill and restoration.

Facility-Wide Backup Generator - Start-up and commissioning of the Generac generator was conducted on November 22nd and it performed flawlessly. Installation of bollards will take place next week. Contractor has yet to address deficiency in site restoration, which has been a concern for a number of weeks. Contractor suggesting asphalt could wait until 2019, with crushed stone used in its place until then. Security to be held until deficiencies are completed to contract requirements. Manager of Works also noted that deficiencies incurred in 2018 will result in an estimate of cost being determined and doubled, and funds deducted from next progress claim.

Scada System (for Village of Salisbury Wastewater Collection) (Scada: Supervisory control and data acquisition) - Quotations received on November 26th from Belanger Electric for set-up and installation of new VT Scada software package for \$13,985.98; and from Southampton Computers for supply and set-up of a dedicated Windows desktop system for \$2,486.72. Motions to follow in Councillor Kitchen's report.

Rectangular Rapid Flashing Beacons (RRFB) / River Road Pedestrian Crosswalk - New crosswalk system was installed and implemented on October 30th. It is working in a very reliable manner while offering a dramatic safety improvement for pedestrians.

SOUTHEAST REGIONAL SERVICE COMMISSION - Marc Leger, Regional Trails Coordinator

Marc Leger, Regional Trails Coordinator for the Southeast Regional Service Commission, appeared before Council to give a presentation on the potential for new trails, including mountain biking trails, in Salisbury.

Marc Leger's detailed conceptual trail plan envisions a three-phase development involving (1) improvements to the existing Highland Park Wetland Trail, paving that trail being a suggestion; (2) a riverside trail extending east from Highland Park; and (3) that easterly trail connecting with a trail around the current sewage lagoon area. Developing such a corridor would allow for trail connectivity with the strip mall, as well as pass through two neighbourhoods, and would improve the overall "walkability" or "livability" in the village. Concerns include access to private land.

As for mountain biking trails, which are growing in popularity, he suggested developing municipally-owned land east of Government Road.

As food for thought, eventual long-term trail connections were mused for between Salisbury and the Moncton region, most likely on the north side of the Petitcodiac River.

Questions from Council -

Route 112 crossing - Councillor Bartlett asked about the possibility of the proposed trail crossing River Road, if there would have to be a crosswalk there. Leger answered most likely yes, but having traffic-calming techniques like speed bumps accompanying the signage may be effective and more affordable than opting for a fully-lit crosswalk.

Albert line - Another question from Councillor Bartlett focused on making use of the existing trail on the former Albert rail-line. Marc Leger advised that, with the exception of isolated pinch-points such as bridges, shared-use trails are not generally favoured by pedestrians/cyclists or motorized vehicles.

North-south trail - Councillor Bartlett also asked about having a trail headed north toward the highway. Marc Leger recommended against this, suggesting trail development be kept in the village-core away from the car culture. He also noted that trails often spur development when located in a downtown area.

Insurance - Councillor McNeil asked about insurance for the village's bike park. Marc Leger responded that NB Trails offers an insurance program, as does the International Mountain Bike Association of Canada.

Growing popularity of mountain biking - Councillor McNeil also asked how large the mountain biking community is in southeast New Brunswick, to which Marc Leger responded that it is becoming huge, pointing to significant mountain bike trail infrastructure investments made at Fundy National Park and in Hillsborough and Elgin, which have become destinations for mountain bikers. He also noted that the emergence of so-called fat bikes; that is, mountain bikes with wide tires more suitable to Winter-like conditions, have made mountain biking a four-season activity.

Available municipal property - Councillor Bartlett alluded to other pieces of municipal property that might be suitable for trail development, being a right-of-way from Sunrise Avenue/Twilight Avenue into the Hilltop Subdivision, and the area around the former sewage lagoon in Hilltop. Councillor McNeil noted that the lagoon loop measures 0.4 kilometres.

Mayor Keating and Council thanked Marc Leger for his report.

DIRECTOR OF PARKS & LEISURE REPORT

Director of Parks & Leisure gave the following report:

Coming Up -

Outdoor rink - Set-up will take place on Saturday, December 1st beginning at 10:00am. Looking for volunteers to help.

Christmas Tree lighting - Will take place on Sunday, December 2nd at 6:00pm at Highland Park. Hot chocolate and apple cider to be provided. There will also be caroling, featuring some members of The Men in Black.

Salisbury Expo - Scheduled for January 19, 2019 from 10:00am to 3:00pm at JMA Armstrong High School. December 19th is the deadline for early-bird-priced registrations.

Winter Carnival - Scheduled for February 9-16, 2019. Will begin with the pond hockey tournament and end with Family Day at the Park.

Petitcodiac/Salisbury and Area Community Health and Wellness Advisory Committee -

Director of Parks & Leisure announced that she is the new chair of this committee, which is accountable to the Horizon Health Network VP-Community. The Committee supports community involvement in health and wellness initiatives, acting in an advisory capacity with regards to local primary health-care needs. Its first meeting will be in January. Committee will work closely with 3 new Horizon employees, discussing priorities in advance of upcoming Community Health Assessments. Mayor congratulated Director of Parks & Leisure on her new role as chair of this Committee. It was noted that Salisbury will now require another representative on the Committee since, as chair, she will no longer be a voting member.

Questions -

Baseball fields/electricity - Councillor Bartlett asked about having a new electrical building built to service the baseball fields lighting. Director of Parks & Leisure responded that this is not in her department budget for two reasons – the fields are provincial property, not municipal; and the most recent quote received for the replacement of the electrical building and installation of new field lights was \$270,000.

Mayor Keating and Council thanked Director of Parks & Leisure for her report.

DEVELOPMENT REVIEW COMMITTEE REPORT

No report this meeting.

BUSINESS ARISING FROM MINUTES

Erosion

Councillor McNeil has corresponded via email with Village partners at Fort Folly Habitat Recovery (FFHR) regarding their project aimed at finding a solution to riverbank erosion in Salisbury. In effort to advance this process and provide an eventual update to Council, further contact will be made by FFHR with partners at Matrix Solutions Environment & Engineering.

HR Services

Nothing to report.

Asset Management

Nothing to report.

Auxiliary Generator

Since the last meeting of Council, the auxiliary generator, which will supply electricity to the entire municipal building/fire hall during times of power outages, has been delivered. Previously discussed in Manager of Works Report.

Railway Trestle (Bridge)

Village insurance-provider sent an inspector to analyze the structure on November 20th. Inspector to file a report.

CORRESPONDENCE

The following items were discussed by accommodated and remaining correspondence placed on file:

Fundy Royal MP Alaina Lockhart - Re: Call for Proposals - the Women's Program

Council received a letter from Fundy Royal MP Alaina Lockhart regarding a Call for Proposals for funding through the Women's Program, a federal initiative that supports the empowerment of women, whether it be through business, STEM, politics, or the arts. This particular Call for Proposals is for projects in three areas in particular: ending violence against women and girls; improving women's and girls' economic security and prosperity; and encouraging women and girls in leadership and decision-making. The deadline for this Call for Proposals is December 11th.

Fundy Royal MP Alaina Lockhart - Re: Call for Proposals - Women Entrepreneurship Fund

Council received a letter from Fundy Royal MP Alaina Lockhart regarding funding programs through the Women Entrepreneurship Strategy (WES) Ecosystem Fund, for which applications are being accepted for funding for projects that support women in traditionally under-represented sectors; for networking and mentorship opportunities; and for efforts to scale up programs that support women entrepreneurs across regions and on a national basis. The application deadline was November 22nd. Clerk pointed out that this information was only received at the Village Office on November 21st. The same letter from MP Lockhart also promoted applications for access to another stream of funding under the Women Entrepreneurship Fund, this time focusing on supporting the pursuit of market opportunities abroad; supporting scale-up, expansion and growth; and additional activities that support the objectives of the program. The deadline for applications was November 15th. Again, Clerk pointed out that this information was only received on November 21st.

Friends of the Moncton Hospital Foundation - Extraordinary Care Campaign

A mail-out requested a donation toward the Friends of the Moncton Hospital Foundation Extraordinary Care Campaign. Clerk to research past donations from Council.

Bird Studies Canada - Christmas Bird Counts receipt for Salisbury Naturalist Club donation

A receipt was received by the Village of Salisbury from Bird Studies Canada thanking Council for its support, through the Salisbury Naturalist Club, of the Christmas Bird Count. The bird count is described as an integral part of the Holiday Season for birders who rely on its huge database on bird populations in the continent.

FIRE DEPARTMENT REPORT

No report this meeting.

RCMP REPORT

Councillor McNeil asked about reaching out to the Village's new liaison with Southeast District RCMP, Sgt. Patrick Tardif. Would like to welcome him to the role and invite him to come meet with Council.

MAYOR'S REPORT

Lions Breakfast - On November 17th, attended Lions Club Breakfast.

2019 Budget - On November 21st, attended 2019 Budget deliberations.

Employment Review - On November 22nd, took part in six-month employment review for Assistant Director of Parks & Leisure.

Health Meeting - On November 26th, met with officials from Horizon Health Network regarding the possibility of securing services of a Nurse Practitioner for Salisbury.

COUNCILLORS' REPORTS

Councillor Best

Absent.

Councillor Kitchen

2019 Budget - On November 21st, attended 2019 Budget deliberations.

Wastewater Collection/Computer - It was moved by Councillor Kitchen and seconded by Councillor McNeil that *'The Village of Salisbury purchase from Southampton Computers the supply and set-up of a dedicated Windows Desktop system in the amount of \$2,486.72 (including HST), as submitted via quote on November 26, 2018.'* MOTION CARRIED

Wastewater Collection/VT Scada - It was moved by Councillor Kitchen and seconded by Councillor McNeil that *'The Village of Salisbury purchase from Belanger Electric for the sum of \$13,985.98 for the supply and integration of VT Scada software for the Municipal Wastewater System as submitted via quote on November 26, 2018.'* Councillor Bartlett commented that he would like to see a more detailed cost breakdown regarding the design and integration of the program. MOTION CARRIED

Councillor McNeil

Lions Breakfast - On November 17th, attended Lions Club Breakfast.

Sleigh Ride - On November 18th, attended St. Jude's Community Spirit Committee sleigh ride at Highland Park.

2019 Budget - On November 21st, attended 2019 Budget deliberations.

Health Meeting - On November 26th, met with officials from Horizon Health Network. Good meeting. Believes Horizon is aware of Salisbury's needs with regards to health-care.

Councillor Bartlett

2019 Budget - Apologized for missing the budget working session on November 21st.

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Library - On November 21st, attended Library board meeting. Noted that the board, without his influence, will be submitting a letter to Council outlining what the Library's needs are.

Health Meeting - On November 26th, met with officials from Horizon Health Network.

CLERK'S REPORT

By-Law Infraction - pool - Regarding recently-reported bylaw infractions in Salisbury, in one case an offending pool has been drained. The resident plans to build the required fence for it come Springtime. A followup letter will be sent by Southeast Regional Service Commission (SERSC), and a note made for the Spring.

By-Law Infraction - fence - As for an unapproved electric fence, SERSC reports that it appears to still be up, although there are no signs of cattle. Another letter will be sent regarding the fence.

By-Law Infraction - Valley Equipment - Regarding the driveway, it has still not been paved as required. This is due to drainage issues on-site. The plan is to pave the driveway in the Spring. A followup letter will be sent by SERSC.

2019 Budget - The next working session for Council to deliberate on 2019 Municipal Budget will be held on the evening of December 12th. The tentative plan is to have final approval of the budget take place at a public Council meeting to be held on the morning of December 28th.

Municipal By-Election - With regards to the municipal by-election scheduled for December 10th to fill the vacancy on Council, there was only one declared candidate as of the November 16th nomination deadline, thus a decision by acclamation. This candidate can be sworn in as councillor 10 days following the December 12th Declaration Day.

Computers - Laptops for Village of Salisbury EMO (Emergency Measures) purposes have been purchased.

It was moved by Councillor Kitchen and seconded by Councillor Bartlett to *'Enter into a closed meeting.'* MOTION CARRIED

CLOSED MEETING - Legal

It was moved by Councillor Kitchen and seconded by Councillor McNeil to *'Return to the regular meeting.'* MOTION CARRIED

DATE OF NEXT MEETING - December 10, 2018

ADJOURN

It was moved by Councillor McNeil and seconded by Councillor Kitchen to *'Adjourn the meeting.'* MOTION CARRIED (8:20 PM)