

MINUTES OF APRIL 8, 2019

6:30 PM PRE-MEETING

REGULAR MEETING

A regular meeting of Council was held April 8, 2019 at 7:00 PM with Mayor Keating presiding. All members of Council and Clerk were present.

THE LORD'S PRAYER

APPROVAL OF AGENDA

It was moved by Councillor McNeil and seconded by Councillor Campbell 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 Campbell that '*The Minutes for the Council Meeting held on March 25th and the Minutes for the Special Meeting of Council held on March 29th be approved.*' MOTION CARRIED

JORDAN LIFECARE CENTRE - Carolyn Kyle

Councillor Campbell read the report submitted by Carolyn Kyle, the Village's board representative at Jordan Lifecare Centre, as she was unable to attend the meeting. The following is a summary of the report provided:

Jordan Lifecare Centre is a 50-bed nursing home with a resident average age of 81. Beyond the residence program, another 40 clients in their own homes make use of the facility's outreach services. Another four clients use its daycare services.

It is an award-winning facility, recognized by the New Brunswick Association of Nursing Homes (NBANH) for its successful implementation of the Appropriate Use of Antipsychotics national program to discontinue or reduce antipsychotic medication for nursing home residents.

The last year saw the completion of a \$30,000 garage project for use by maintenance and activities staff, and the completion of a new garden area for \$25,000 by Cornhill Nurseries for the enjoyment of residents and families.

Financially, Jordan Lifecare Centre finished its 2018-2019 fiscal year with no discrepancies noted in its audit. It operates on a budget of \$5-million with salaries making up 60 per cent. It is funded primarily by the NB Department of Social Development.

Additional fundraising is led by the Foundation of Friends for the Jordan Lifecare Centre through its golf tournament, Christmas Craft Sale, Valentine's Dinner, and May Luncheon. Currently, funds are supporting the purchase of height-adjustable dining room tables and ceiling lifts.

As for nurse staffing, the breakdown is 20 per cent Registered Nurses (RNs), 40 per cent Licenced Practical Nurses (LPNs), and 40 per cent Resident Attendants (RAs). It has, so far, avoided provincial changes intended to reduce the numbers of RNs and LPNs and increase RAs, all through attrition.

As for administration, the eventual replacement for their retired Financial Officer was a certified professional accountant who was seeking work in the area. She started in June 2018. As well, three vacancies on the Board of Directors were filled.

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A recent development at Jordan Lifecare Centre was the creation of a policy for Medical Assistance in Dying. Implementation will be led by a Horizon Health Network team. Going forward, a 16-point Quality Improvement Plan will include a focus on Nutrition and Hydration.

Meantime, there has been a resolution in the dispute between the province and NBANH with regards to the control of assets of government-funded long term care facilities. Provincial control of these assets will exist for accounting purposes only, not legal.

Mayor Keating thanked Carolyn Kyle for providing her report and for the great job she does on behalf of the Village on the Jordan Lifecare Centre Board of Directors.

MANAGER OF WORKS REPORT

Clerk read brief report provided by the Manager of Works, who was unavailable for the meeting.

Clean Water Wastewater Fund (CWWF) Surplus Funds Projects -

Larsen Lane Culvert Replacement Project - Project is ready for the issuance of a call for public tender, which is expected to be advertised prior to April 24th for the anticipated award of contract by Council during the regular meeting of May 13th.

Route 106 Culvert Replacement Project - Project to replace the MacNaughton Brook culvert under Route 106/Main Street, originally projected to take place in late Summer of this year, is now facing timeline uncertainty following the tragic and unexpected death this past February 27th of the project's engineer at the Community Funding Branch of the New Brunswick Department of Environment and Local Government (NBDELG). This occurred on the same day in which the municipality's re-amendment request was submitted to allow the Larsen Lane and Route 106 projects to be exchanged with one another to better balance available funding. NBDELG Community Funding Branch only recently appointed a replacement engineer, who only began processing the Village's newly-submitted information to Ottawa on this day. This delay has resulted in the engineering design process for this project to be currently placed on standby, uncertain if further expenditures should be incurred at this point in time. This delay in detailed design, and expected further delays with the Department of Transportation and Infrastructure becoming involved in design review, will be detrimental to the project being tender-ready by July 1st. Council was faced with deciding between: waiting for full approval by NBDELG before proceeding with detailed design work, thus risking running out of time to do the project; or immediately moving forward with detailed design in the expectation that the project will be approved. While the latter option also carries a risk, it would satisfy project-timing thresholds should the project receive the eventual go-ahead from NBDELG. Council decided to opt for the latter; that is, proceed with detailed design work. The argument was that the detailed design would be an asset whether the project happened at this point in time or later.

DIRECTOR OF PARKS & LEISURE REPORT

In the absence of the Director of Parks & Leisure, Councillor McNeil provided a brief comment on the department's recent Summer registration event for baseball, soccer, and dance programs, saying the two sessions, which took place in the evening on April 5th and in the morning on April 6th, went very well.

BUSINESS ARISING FROM MINUTES

Erosion

Nothing to report.

HR Services

Nothing to report.

Railway Trestle (Bridge)

Nothing to report.

EMO Exercise Brunswick Bravo

Regarding the province-wide emergency measures training event Exercise Brunswick Bravo, which will be a coordinated provincial, regional, and municipal response to a mock disaster taking place on May 22nd, Councillor McNeil met recently with the members of the local lower-control group who will assist in Salisbury, as well as with Regional Emergency Measures Coordinator Phil Fontaine.

CORRESPONDENCE

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

Federation of Canadian Municipalities - FCM Grant for Capital Asset Management Plan

Upon receipt of the Village of Salisbury's Capital Asset Management Plan, it has been confirmed by the Federation of Canadian Municipalities' Municipal Asset Management Program that the Village of Salisbury will receive the FCM grant of \$50,000 to aid in the cost of completion of the plan.

Southeast Regional Service Commission - March Development & Building Permit List

The only development permit issued by Southeast Regional Service Commission for Salisbury in March was for an enlargement to an existing commercial building.

JMA Armstrong High School Yearbook Committee - Request for ad purchase

It was moved by Councillor Campbell and seconded by Councillor Bartlett that *'The Village of Salisbury contribute \$150 for a 1/4-page ad in the 2018-2019 JMA Armstrong High School Yearbook.'* MOTION CARRIED

Felisha Arsenault & family - Re: Salisbury participation in World NF Awareness Day

It was confirmed for Council that the Village Office/municipal building will be lit by exterior blue and green lights in recognition of World NF (Neurofibromatosis) Awareness Day on May 17th. Appreciation was shown to Council by the Arsenault family, whose young daughter suffers from the disease.

NB Public Safety / Provincial Security Advisor - Re: Security Awareness for Public Attacks

Councillor McNeil drew Council's attention to four pages provided by the New Brunswick Department of Public Safety on the topic of awareness and security preparations, with regards to critical infrastructure, in the event or possibility of someone intending to cause harm in public places.

FIRE DEPARTMENT REPORT

It was moved by Councillor McNeil and seconded by Councillor Kitchen that *'The Village of Salisbury begin consultation for a future fire department facility. This process will begin with the use of the resources of Mr. Cliff Milligan as the consultant and architect at a cost not to exceed \$3,000.'* MOTION CARRIED

RCMP REPORT

No report this meeting.

MAYOR'S REPORT

Southeast Regional Service Commission Meeting - On March 26th, attended SERSC meeting.

Special Council Meeting - On March 29th, attended Special Meeting of Village Council to approve motion for application for financing through New Brunswick Municipal Finance Corporation.

Legion Supper - On April 5th, attended Legion Supper.

COUNCILLORS' REPORTS

Councillor Campbell

Council Meeting - On March 25th, attended Council Meeting.

Special Council Meeting - On March 29th, attended Special Meeting of Village Council to approve motion for application for financing through New Brunswick Municipal Finance Corporation.

Department of Parks & Leisure Meeting - On March 29th, spent afternoon in discussions with staff at the Department of Parks & Leisure.

Councillor Kitchen

Nothing to report.

Councillor McNeil

Southeast Regional Service Commission Meeting - On March 26th, attended SERSC meeting.

Special Council Meeting - On March 29th, attended Special Meeting of Village Council to approve motion for application for financing through New Brunswick Municipal Finance Corporation. It was one of several meetings attended on that day.

Parks & Leisure Registration Event - On April 5th, helped with Summer registration event hosted by Department of Parks & Leisure.

Parks & Leisure Registration Event - On April 6th, helped with Summer registration event hosted by Department of Parks & Leisure.

EMO Exercise Brunswick Bravo - On April 7th, attended preparation meetings for Exercise Brunswick Bravo.

Councillor Bartlett

Nothing to report at the present time due to inability to access calendar.

CLERK'S REPORT

Municipal Plan Review - Regarding the need for another working session for the ongoing Municipal Plan Review, it was decided to suggest to the planner from Southeast Regional Service Commission that they schedule a time in early May.

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Annual Financial Audit - Auditors have been working out of the Village Office for much of the past two weeks on the municipality's annual financial report. It is possible that the report may be ready to present to Council by the end of May.

Municipal By-election - Nominations will close Friday, April 12th at 2:00 PM for the May 6th by-election to fill the position of councillor.

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

CLOSED MEETING -Legal

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

DATE OF NEXT MEETING - Tuesday, April 23, 2019

ADJOURN

It was moved by Councillor Bartlett to '*Adjourn the meeting.*' MOTION CARRIED (7:59 PM)