

MINUTES OF FEBRUARY 25, 2019

6:30 PM PRE-MEETING

REGULAR MEETING

A regular meeting of Council was held February 25, 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 Campbell and seconded by Councillor McNeil that '*The Minutes for the Council Meeting held on February 11th be approved.*' MOTION CARRIED

BILLS FOR THE MONTH OF FEBRUARY

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

DIRECTOR OF PARKS & LEISURE REPORT

Director of Parks & Leisure gave the following report:

Winter Carnival - Highlights:

Seniors Luncheon - Falling on Valentine's Day, the Winter Carnival Seniors Luncheon was very well-received and will become an annual event. Seniors enjoyed musical entertainment and presentations on mental fitness and healthy eating, including a presentation of Canada's new Food Guide. The health-related topics enabled Parks & Leisure to leverage a grant from the New Brunswick Department of Social Development to help cover costs. Seniors also enjoyed having Valentine's photos taken and the participation of pre-school children from Here We Grow Early Learning Center, who handed out their homemade Valentines. Event sponsors UAP, Nova International, The Pizza Mill, Silver Fox Restaurant, Gail's Flowers & Treasures, and the Village of Salisbury donated prizes.

Swedish Lantern Lit Trail Walk - About 30 people participated in the walk at the Highland Park Wetland Trail, which was lit by Swedish Lanterns.

Friday Night Family Skating Party - This year's Family Skating Party drew about 50 participants. Guests also included Moncton Wildcats mascot Wild Willie and musical entertainers Jean-Marc LeBlanc, Jon Arsenaault, and Maxime Forbes. The event was sponsored by Here We Grow Early Learning Center and Youth Center.

Family Day at Highland Park - Wet and icy weather conditions forced the cancellation of Family Day at Highland Park.

Basketball - Provincial championship tournaments were held last weekend with three Salisbury teams capturing Gold, Gold, and Bronze medals.

Upcoming -

Spring League Basketball - Spring League Basketball will run from March 11th to April 13th, which will be the Day of Champions to take place at JMA Armstrong High School.

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Summer Sports Registration - Registration events for Summer sports programs will take place on April 5th from 6:30pm-8:00pm, on April 6th from 10:00am-noon, on April 26th from 6:30pm-8:00pm, and on April 27th from 10:00am-noon.

Recreation NB Conference - Director of Parks & Leisure to take part in Recreation NB conference, "Charting the Course," on April 10th-12th in Saint John.

Canada Parks & Recreation Professional Development Certification - Director of Parks & Leisure to complete final component of Canada Parks & Recreation Professional Development Certification this year in either April or September with the final Knowledge Presentation report to be presented to an online panel. She has already completed Intro to Core Competencies in Recreation and Parks, and Current Issues and Trends in Recreation and Parks.

Summer Employment - Parks & Leisure has already started receiving resumes for Summer jobs, Some positions are expected to begin in either late April or early May.

Wetland Trail - A committee will be struck with the Naturalists Club and Manager of Works regarding design of the three interchangeable interpretative stations for the Wetland Trail.

St. Patrick's Day Luncheon - Parks & Leisure will host a fundraising luncheon on March 17th at the Salisbury Lions Club. Diners will have a choice of Seafood Chowder or Irish Stew. Tickets are \$10 for adults. Macaroni & Cheese can be purchased for \$5 for children. Tickets can be purchased at Salisbury Parks & Leisure or the Village Office. All profits will go towards the revitalization of Highland Park, including new washrooms.

Grant Requests and Funding - Director of Parks & Leisure to discuss proposed new washroom facility at Highland Park with Manager of Works and Clerk, with search to begin for infrastructure grants. Initial contacts with MP's and MLA's offices will be followed up on.

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

MANAGER OF WORKS REPORT

Manager of Works gave the following report:

Clean Water Wastewater Fund (CWWF) Surplus Funds Projects -

Route 106 Culvert Replacement Project - Project to replace the MacNaughton Brook culvert under Route 106/Main Street, projected to take place in late Summer of this year, will be made possible, pending anticipated approval, by utilizing surplus funds from the completed 2017 MacWilliam Road Culvert Replacement Project. The original plan was to utilize \$458,862.83 in approved surplus funds from the completed 2017 Albert Trail Culvert No. 2 Replacement Project, but new projected project costs of approximately \$800,000 are exceeding the original surplus funding source. Hence, the switch to the MacWilliam Road Culvert Replacement surplus of \$1,026,021.56. The switch is in the process of being approved by the New Brunswick Department of Environment and Local Government (NBDELG).

Larsen Lane Culvert Replacement Project - Project currently estimated at approximately \$500,000 to replace the MacNaughton Brook culvert under Larsen Lane which, pending approval from NBDELG, will make use of \$456,862.83 in approved surplus funds from the 2017 Albert Trail Culvert No. 2 Replacement Project, is delayed waiting for one letter of consent from an affected private landowner. The now six-week stall is over compensation for loss of trees located on the private property but within the protected watercourse zone.

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

CLOSED MEETING - Land

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

Larsen Lane Culvert Replacement Project (continued) - Councillor McNeil will reach out to landowner on Council's and staff's behalf with the goal to obtain letter of consent, which will enable Manager of Works to apply for the necessary Watercourse and Wetland Alteration permit through the NBDELG. Following the necessary approvals, permits and tendering, the construction timeline goal is to begin in June.

January 25, 2019 Storm Event - The storm on January 25th was preceded by a week of fluctuating weather, including snow, freezing rain, rain, and flash freezes. Ice jams in the Petiscodiac River resulted in the flooding of the Highland Park Wetland Trail, although damage to the trail was minor thanks to it being protected from erosion by a hard layer of ice that had formed prior. The ice jamming caused minor damage to the pressurized fire hydrant's storage tank and appurtenances, although it was confirmed by Salisbury Fire Rescue that the hydrant system is functioning normally. Repairs to its fibreglass hatch cover, vent pipe, davit arm, and electrical conduit will be conducted in early Spring. As well, the storage tank will be drained for cleaning and inspection, along with inspection of its valve boxes and inlet manhole.

Public Library - ADA Compliant Restroom - The Library successfully applied for a government grant to construct an accessible restroom. The work must be completed within one year. Manager of Works provided a detailed overview of the scope of the work, from demolition of the existing restroom facilities to reinstatement of the concrete slab; new partition walls and door; electrical work; installation of suspended ceiling; drywall, tile and paint; and installation of plumbing and fixtures.

Highland Park - Proposed Restroom Facility - The proposed new restroom facility at Highland Park will be a renovation and expansion of the existing building. Manager of Works offered a scope of concept for the 20' x 20' building, which will include two single-occupant ADA compliant restrooms, one storage room, and one mechanical room to accommodate the adjacent splash pad and mechanical components. CMU (concrete masonry unit) construction will provide moderate resistance to vandalism. It will also be insulated and heated for year-round use. The construction will require minor trail realignment.

General Items for Discussion -

Capital Asset Management Plan (CAMP) - The Village of Salisbury's Capital Asset Management Plan Report was finalized ahead of the February 20th deadline. Preparations will be made to receive Council input and to conduct a formal presentation of the document.

Radar Speed Sign - Upgrades are underway to the Radar Speed Sign to provide functionality to support the SafePace Cloud service. There will be \$300-\$400 in estimated savings by having the necessary parts shipped here and installed by Manager of Works rather than shipping the entire unit to Ontario for installation of new parts.

2018 Annual Wastewater Performance Report to NBDELG - Final 2018 Wastewater Performance Report was submitted to NBDELG on February 12th. Report was fully accepted with no changes necessary.

Electromagnetic Flow Meter Replacement (Hopper Pump Station) - New Electromagnetic Flow Meter for the Hopper Pump Station, at a cost of \$10,000, was installed on February 15th with final integration into SCADA system (Supervisor Control And Data Acquisition) to take place on February 26th.

Mayor Keating and Council thanked Manager of Works for his report.

BUSINESS ARISING FROM MINUTES

Erosion

Nothing to report.

HR Services

Nothing to report.

Asset Management

Covered in Manager of Works report. Can now be removed from Agenda.

Railway Trestle (Bridge)

Nothing to report.

EMO Exercise Brunswick Bravo

Councillor McNeil provided an update following the Main Planning Conference for the province-wide emergency measures training event Exercise Brunswick Bravo, which is now scheduled for May 22nd. He explained that this event will be a followup to 2018's Exercise Brunswick Alpha, a coordinated provincial, regional, and municipal response to a mock hurricane disaster. The Village of Salisbury exercise, a full-day event at the Village Office as well as an evening session at the Salisbury Lions Club, will fully involve staff with Council invited to take part as well. Clerk's Office will forward all related duties and responsibilities.

CORRESPONDENCE

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

Felisha DeLong Arsenault - Letter Re: Awareness campaign for Neurofibromatosis

Council received a written request from village resident Felisha DeLong Arsenault asking for a show of support for a wider awareness campaign for Neurofibromatosis. Her daughter suffers from this rare genetic neurological disorder that causes tumors to grow on nerves throughout the body and affects one in 3,000 people. There is currently no cure. The awareness campaign is called "Shine a Light on NF" and involves lighting up buildings or other landmarks in blue and green at some point during the month of May, which is global NF Awareness month.

It was moved by Councillor McNeil and seconded by Councillor Kitchen that '*The Village of Salisbury purchase blue and green flood lights, and on May 17th, World NF Awareness Day, have these lights projected onto the municipal building at 56 Douglas Street, and post Village's support and photos on social media.*' MOTION CARRIED

Vancouver resident (name indecipherable) - Note/card Re: court decision

A note was received in a card that was mailed to the Village of Salisbury from a Vancouver resident via an acquaintance of hers in Moncton. It was written following the

publishing of a National Post newspaper story in the Vancouver Sun on December 18, 2018. The note expressed her opposition to Salisbury municipal policy in relation to a widely publicized by-law violation which involved the non-permitted keeping of livestock in the Residential Use zone.

NB Envir. & Local Gov't/Director of Community Finances - 2019 Budget submission

Council received written confirmation of receipt of Village of Salisbury 2019 Budget submission by the Director of Community Finances at the New Brunswick Department of Environment and Local Government. It was pointed out that the deadline was December 28th and Salisbury was one of many communities that missed that deadline.

FIRE DEPARTMENT REPORT

No report this meeting.

RCMP REPORT

No report this meeting.

MAYOR'S REPORT

Winter Carnival - On February 14th, attended and helped serve lunch at the Winter Carnival Seniors Luncheon. Noted it was well-attended. Great job by the organizers at Parks & Leisure.

Legion Supper - On February 15th, attended Legion Supper.

Union of the Municipalities of New Brunswick - On February 16th, hosted UMNB Zone 2 meeting at Salisbury Village Office upstairs.

Union of the Municipalities of New Brunswick - On February 22nd and 23rd, attended UMNB meetings in Fredericton.

COUNCILLORS' REPORTS

Councillor Kitchen

Nothing to report.

Councillor McNeil

Winter Carnival - On February 14th, helped with set-up for the Winter Carnival Swedish Lantern Lit Trail Walk at Highland Park Wetland Trail.

Winter Carnival - On February 15th, helped with Winter Carnival Family Skating Party.

Union of the Municipalities of New Brunswick - On February 16th, attended UMNB Zone 2 meeting at Salisbury Village Office upstairs.

Exercise Brunswick Bravo - On February 20th, attended Exercise Brunswick Bravo Main Planning Conference.

Councillor Bartlett

Nothing to report.

Councillor Campbell

Council Meeting - On February 11th, attended Meeting of Village Council.

Union of the Municipalities of New Brunswick - On February 16th, attended UMNB Zone 2 meeting at Salisbury Village Office upstairs.

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CLERK'S REPORT

Municipal Plan Review - Another working session is required as part of the ongoing Municipal Plan Review. Clerk to coordinate a time with councillors and planner from Southeast Regional Service Commission. Clerk to distribute working documents to Council.

DATE OF NEXT MEETING - March 11, 2019

ADJOURN

It was moved by Councillor Kitchen to '*Adjourn the meeting.*' MOTION CARRIED (8:35 PM)