

## MINUTES OF MAY 27, 2019

### **6:30 PM PRE-MEETING**

### REGULAR MEETING

A regular meeting of Council was held May 27, 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 Kitchen and seconded by Councillor Campbell that '*The Minutes for the Council Meeting held on April 23<sup>rd</sup> and the Minutes for the Special Meeting of Council held on May 13<sup>th</sup> be approved.*' MOTION CARRIED

### BILLS FOR THE MONTH OF MAY

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

### MANAGER OF WORKS REPORT

No report at this time. Manager of Works was not available, having been very busy with various municipal projects.

### DIRECTOR OF PARKS & LEISURE REPORT

Director of Parks & Leisure gave the following report:

**Summer Staff** - The Parks & Leisure Department has already hired three Summer employees, who are all university students. A fourth, who is a student in Grade 11, will start following the completion of exams. The Summer staffers have been working on preparing the baseball fields for the new season, transferring Winter and Summer equipment back and forth from storage units, preparing the community gardens in partnership with the food bank, planning weekly garden clubs with 2 local daycares, and preparing for the following upcoming class field trips to Highland Park: Salisbury Elementary School Grade 4s on June 4<sup>th</sup>, Petitcodiac Kindergarteners on June 13<sup>th</sup>, and SES Grade 5s on June 19<sup>th</sup>, the final day also including a barbecue that Parks & Leisure will assist with. Parks & Leisure Summer employees will also help with the SES Day of Caring on June 14<sup>th</sup> and the SES Field Day on June 18<sup>th</sup>.

#### **Highland Park Wetland Trail -**

Interpretive Signage - Parks & Leisure brainstormed on 6 panels with the Salisbury Naturalist Club. Goggin Signs & Graphics will provide mock-ups for review prior to printing. Logos will be included on the imagery, including the Village of Salisbury, Ducks Unlimited, Fundy Biosphere, and possibly Sentier NB Trail, since the Village is considering becoming a member of the NB Trails Council once again. In the meantime, Manager of Works will work on the installation of bases for the interpretive stands.

Observation Deck - New piles for the Wetland Trail observation deck were installed in late April. The goal is to have the deck completely reinstalled and the path to it redone by June 4<sup>th</sup> in time for the Grade 4 day.

**Baseball -**

Registration - Almost 90 players are registered, similar to last year, across the following levels: 7U (to begin on June 17<sup>th</sup>), 9U (2 rec teams with indoor practices having begun 2 weeks ago), 11U/Mosquito (1 provincial team and 1 rec team), and 13U (2 rec teams with indoor practices having begun three weeks ago). There is no Bantam team this Summer. The goal is to have the fields open on May 28<sup>th</sup>.

Baseball Field Electrical Building - The electrical building was vandalized during the Winter with copper wiring stolen. The building also endured weather-related damage to its roof, walls, and electrical panels. Roof repairs will soon be completed by Manager of Works, to be followed by new fuses and reconnection to the lights by an electrician. These repairs will ensure its operation this Summer, but Council may have to consider a more permanent solution. Manager of Works estimates that a new electrical building with concrete slab and updated electrical equipment could run in the \$20,000-\$30,000 range.

**Soccer** - Almost 140 players have registered for Summer Soccer, which will begin on June 26<sup>th</sup>.

**Walking groups** - “Trail Tuesday” (and Thursday) each week features three groups/times for walking around the Highland Park Wetland Trail. Each session, for walking or running, is one hour. Times are 6:00 AM, 10:00 AM, and 6:00 PM.

**Recreation New Brunswick** - Director of Parks & Leisure will attend strategic planning sessions from June 11<sup>th</sup> to the 13<sup>th</sup> in St. Andrews.

**Grants** - Director of Parks & Leisure will be submitting a proposal under the New Horizons for Seniors Program, for which grants range from \$5,000 up to \$25,000. Also, a submission will be made to the Integrated Bilateral Agreement funding program for a grant for a new washroom for Highland Park.

**Questions -**

Baseball Fields Electrical Building - Councillor Bartlett suggested that the Manager of Works should be asked if the structure’s mast can be replaced.

Outdoor Rink - Councillor Campbell asked if there were any grants that could be accessed for purchase of a new tarp for the outdoor rink. There was some discussion about the pickleball courts, which is the same location, and finding a long-term fix for the rink. Councillor McNeil commented that, in the past, a tarp was bought using a small sports and recreation grant from the New Brunswick Government.

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

**NEW BUSINESS**

**Subdivision By-Law**

Efforts to update the Village of Salisbury’s Subdivision By-Law first began in 2016 and have been raised several times over the years by the Manager of Works. Regarding development fees and the possible introduction of increases to existing fees, SouthEast Regional Service Commission and Manager of Works had suggested that the Village adopt New Brunswick’s standard fees. Council requested staff first find out what other communities are charging.

**BUSINESS ARISING FROM MINUTES**

Erosion

Nothing to report. Councillor McNeil has been trying to get an update from project partners concerning possible solutions to riverbank erosion in Salisbury.

HR Services

Nothing to report.

Railway Trestle (Bridge)

Nothing to report.

EMO Exercise Brunswick Bravo

Province-wide emergency measures training event Exercise Brunswick Bravo has been postponed until the Fall. Target time-frame is September-October. Will remain on agenda in the meantime.

Gas Tax Funding

Council had met to discuss its options for Gas Tax Funding projects and have directed the Manager of Works to proceed with the following:

- Horsman Street sewer renewal, phase 3
- Route 112 (Fredericton Road) curb, gutter, underground piping, and sidewalk
- Design and preparation work for Highland Park washroom improvements

It was also noted that infrastructure funding via the Integrated Bilateral Agreement is available with an application deadline of June 28<sup>th</sup>. Manager of Works has been directed by Council to proceed with an IBA funding application for culvert replacement at Bleakney Road brook washout area.

**CORRESPONDENCE**

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

**Councillor Campbell left the meeting at this time due to a potential conflict of interest, as he has a child graduating this year from JMA Armstrong High School.**

JMA Armstrong High School Class of 2019 - Request for donation to be used for bursaries

It was moved by Councillor Kitchen and seconded by Councillor McNeil that *'The Village of Salisbury donate to the JMA Armstrong High School graduating class, for bursaries for the 2019 graduation services, 3 X \$200.'* MOTION CARRIED

**Councillor Campbell rejoined the meeting.**

Pine Hill Cemetery - Letter from Board of Directors - Request for annual \$500 grant

It was moved by Councillor Campbell and seconded by Councillor Bartlett that *'The Village of Salisbury contribute the \$500 annual grant to Pine Hill Cemetery Ltd.'* MOTION CARRIED

CN - Annual vegetation management program for Salisbury - June 8 to July 27

Council will request in writing that CN not do any spraying along the tracks within the Village limits, and will make CN's intentions public.

Fundy Royal MP Alaina Lockhart - Letter explaining increase in Gas Tax Fund

A letter was received from Fundy Royal MP Alaina Lockhart outlining how in Budget 2019 the federal government has increased the Gas Tax Fund transfer to municipalities. In 2019, there will be an additional \$2.2-billion made available to address short-term infrastructure priorities in municipalities across Canada. This increase will result in the Village of Salisbury receiving a total of \$325,652, up from the original \$162,826. Eligible projects include municipal roads and streets, reliable water systems, and green solutions to reduce greenhouse gas emissions.

Assoc. of Municipal Administrators of NB - Integrated Bilateral Agreement

A letter was received launching a call for proposals under the Integrated Bilateral Agreement for three different funding streams: Green Infrastructure; Community, Culture, and Recreation Infrastructure; and Rural and Northern Communities Infrastructure. The submission deadline is June 28th.

NB Environment/Local Government - Directive Re: Cannabis Production Facilities

A memo was received from the New Brunswick Department of Environment and Local Government offering a detailed Directive concerning the approval and location of Cannabis Production Facilities in municipalities.

Albert PC Association - Annual fundraising lobster and beef supper, Alma, June 15

On Saturday, June 15<sup>th</sup>, the Albert Riding PC Association is holding its annual fundraising lobster and beef supper at the Alma Recreation Centre. Guest speaker will be New Brunswick Justice Minister Andrea Anderson-Mason.

**FIRE DEPARTMENT REPORT**

Fire Department met with the Fire Department Committee to develop a strategy to move forward with a plan for a new fire station in the future.

**RCMP REPORT**

Sent email to Southeast District RCMP encouraging liaison to the Village to attend Council meetings.

**MAYOR'S REPORT**

Gas Tax Funding - On May 15<sup>th</sup>, attended information session on new Gas Tax Funding.

Lions Breakfast - On May 18<sup>th</sup>, attended Lions Club Breakfast.

Union of Municipalities of New Brunswick - On May 24<sup>th</sup> & 25<sup>th</sup>, attended UMNb meetings in Fredericton, during which Albert MLA Mike Holland was reached out to regarding cost-sharing. No response yet.

## **COUNCILLORS' REPORTS**

### **Councillor McNeil**

Parks & Leisure Action Committee - On May 22<sup>nd</sup>, attended Action Committee Meeting.

### **Councillor Bartlett**

Gas Tax Funding - On May 15<sup>th</sup>, attended information session on new Gas Tax Funding.

Parks & Leisure Action Committee - On May 22<sup>nd</sup>, attended Action Committee Meeting.

Outdoor Basketball - Helping out on a personal level at the outdoor basketball court, helping younger players by providing some coaching and an adult presence in the wake of recent intimidation by older children and/or teens.

### **Councillor Campbell**

Fire Department Open House - On May 5<sup>th</sup>, attended Salisbury Fire Rescue Open House.

Special Council Meeting - On May 13<sup>th</sup>, attended Special Meeting of Council.

Parks & Leisure Action Committee - On May 22<sup>nd</sup>, attended Action Committee Meeting.

Graduation Banquet - On May 26<sup>th</sup>, brought greetings from Village Council to JMA Armstrong High School Graduation Banquet and Baccalaureate Service. Both were well-attended. There are 70 potential graduates this year.

Appreciation for Recreation Services - A local family whose child will compete for Team New Brunswick Under-15 basketball at nationals in Victoria this Summer expressed thanks for the recreation services and facilities provided in the community.

Parkin Street Playground - With regards to Parkin park and the required repairs, currently waiting on Eastern Fence.

### **Councillor Kitchen**

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## **CLERK'S REPORT**

Neighbourhood Watch - Neighbourhood Watch, a local group in partnership with RCMP that makes regular patrols throughout the community with information logged for the benefit of police, made a request for funding.

It was moved by Councillor Campbell and seconded by Councillor McNeil that '*The Village of Salisbury donate \$350 to Salisbury Neighbourhood Watch Program.*' MOTION CARRIED

Unightly Premises - Council was briefed on recent complaints about a property in the Village. Meantime, information on unsightly premises, from creation of an updated by-law to enforcement of said by-law, has been collected. This includes effective information that was presented by the City of Dieppe at a recent UMNZ Zone 2 meeting. There was discussion about finding a way to secure the services of a by-law enforcement officer, perhaps through municipal partnerships.

SouthEast Regional Service Commission - Clerk and Manager of Works attended a recent SERSC workshop focused on solid waste collection and composting.

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Outdoor Space at JMAAHS/SMS - Principal of JMA Armstrong High School/Salisbury Middle School has requested time at an upcoming meeting of Council to go over their plans and proposal for a renewal of the outdoor space at the school.

New Brunswick Emergency Measures Organization - Village has received a Disaster Financing payment from EMO from the damages-claim submitted following the January 2018 rainstorm. The payment covers costs incurred by the municipality as a result of the damaging heavy rain event. Clerk will clarify with auditor where the payment is to be applied as these are 2018 funds.

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.

Assoc. of Municipal Administrators of NB - Clerk to attend annual AMANB Conference to be held in Woodstock from June 4<sup>th</sup> to the 7<sup>th</sup>.

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

**CLOSED MEETING - Legal, Land**

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

**DATE OF NEXT MEETING - June 10, 2019**

**ADJOURN**

It was moved by Councillor Bartlett to *'Adjourn the meeting.'* MOTION CARRIED (8:55 PM)