

## MINUTES OF NOVEMBER 25, 2019

### **6:30 PM WELCOME**

### REGULAR MEETING

A regular meeting of Council was held November 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 Bartlett that '*The Minutes for the Council Meeting held on November 12<sup>th</sup> be approved.*' MOTION CARRIED

### BILLS FOR THE MONTH OF NOVEMBER

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

### SEARS INSURANCE - Katherine MacLeod

Appearing on behalf of Sears Insurance was local representative Katherine MacLeod and President/CEO Scott Embree. It was in September that Sears Insurance contacted the Village asking it to consider using Sears Insurance (formerly Hamilton Insurance) as the broker of record with Frank Cowan Insurance Company for the Village's Insurance needs. Archway Insurance is currently the broker for the Village. Scott Embree outlined for Council the reach that Sears Insurance now has, with a physical presence in Salisbury, Cap-Pele, Sackville, Moncton, Saint John and Fredericton, as well as in Prince Edward Island, with 89 employees overall, also adding that they are passionate about the communities they are located in. Sears Insurance deals exclusively with Frank Cowan Insurance Company for municipal insurance, serving over 10 municipalities throughout Atlantic Canada as the local broker for Frank Cowan Insurance Company. Asked by Councillor McNeil about the time-delay in providing answers to municipal questions, Scott Embree said it really depends on the question, but they can usually get an answer from Frank Cowan Insurance Company and issue a response within 24 hours.

Mayor Keating and Council thanked Katherine MacLeod and Scott Embree for their presentation and they left the meeting at this time.

Following some discussion by Council, it was moved by Councillor McNeil and seconded by Councillor Bartlett that '*The Village of Salisbury change its broker from Archway Insurance to Sears Insurance as of January 1<sup>st</sup>, 2020.*' MOTION CARRIED

### MANAGER OF WORKS REPORT

No report at this time.

**DIRECTOR OF PARKS & LEISURE REPORT**

No report at this time.

**NEW BUSINESS**

**2020 Village of Salisbury Budget**

Clerk explained that most of the information needed for the 2020 Village of Salisbury budget has been received except for, most notably, the RCMP figures. Meantime, a session was scheduled to begin budget deliberations.

**BUSINESS ARISING FROM MINUTES**

**Erosion**

Councillor McNeil and Clerk discussed plans to move forward. Council to be briefed next meeting on new developments.

**HR Services**

Nothing new to report.

**Railway Trestle (Bridge)**

Nothing new to report.

**Subdivision By-Law**

The proposed new Subdivision By-Law is on the December meeting agenda for Southeast Regional Service Commission for their review.

**Public Library Accessible Restroom Upgrades Project**

Project is completed with only a few minor deficiencies to address.

**Route 112 Curb & Gutter and Sidewalk Extension Project**

Project is completed except for a few deficiencies that must be addressed. Councillor McNeil praised the project as a job well-done.

**Bleakney Road Emergency Culvert Replacement Project**

Work began on Monday, November 18<sup>th</sup>.

**CORRESPONDENCE**

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

**Greater Moncton Crime Stoppers / President Yvon Comeau - Request for operational grant**

Request for financial support by Greater Moncton Crime Stoppers has been deferred to 2020 Budget deliberations.

**Canadian National (CN) - Re: new Transport Canada Grade Crossings Regulations, effective Nov. 28, 2021**

Letter alludes to information on grade crossings that was shared between CN and the Village of Salisbury since 2016. New crossing safety standards will come into effect in 2021, and meetings will be arranged prior to that between CN and the Village's Works Department to

November 25, 2019

coordinate any required work to ensure that the crossings remain compliant. This item has been copied for Manager of Works. Meantime, Councillor McNeil reiterated his desire to eventually see a proper pedestrian crossing created at the tracks on Fredericton Road.

New Brunswick Department of Environment and Local Government - Director of Community Finances Grace Lee Cutler - Assessment/tax-base comparisons & Community funding and equalization grant

According to provided Service New Brunswick Assessment and Tax Base Comparisons, the Village of Salisbury tax base has grown from 2019 to 2020 by 1 per cent, or \$1,788,750, to \$181,064,150. Also, the equalization grant from the New Brunswick government to the Village is \$204,940.

**FIRE DEPARTMENT REPORT**

Members of Salisbury Fire Rescue, specifically Chief David Bannister, Deputy Chief Wayne Kitchen, Assistant Deputy Chief Lee “Doc” O’Brien, Captain Tim Dryden, Lieutenant Roy Steeves and Firefighter Doug Hamer, appeared before Council to support Councillor McNeil’s presentation of the department’s 5-Year Capital Budget Proposal. The proposal included plans for a new fire hall at a new location. The present location is not ideal with the schools located directly across the street and the potential for traffic and/or pedestrian accidents as a result.

There were four different size options for fire halls presented, but all satisfy the department’s need for a more spacious and more safe environment. In the current fire hall there is no room for washing and decontamination of equipment; there is a lack of storage space; no meeting space, offices or dayroom; a lack of ability to expand; and a lack of parking. In the words of Councillor McNeil, the fire hall does not meet the requirements of a modern firefighting force. This need was first raised in Salisbury Fire Rescue’s 2016 strategic plan. More recently, two needs analysis meetings followed a presentation made in April of this year.

The presentation made by Councillor McNeil, whose Council portfolio includes Protective Services, included examples of new fire halls built in other New Brunswick communities, what it cost to build them, and how long it took.

It was noted that Salisbury’s fire hall would include cost-sharing with the neighbouring Local Service District.

During the period for questions, Doug Hamer touched on differing options for proceeding financially; that is, a traditional tender process versus a design-build option, noting the latter could prove less costly.

Mayor and Council thanked the members of Salisbury Fire Rescue for attending and all they do for the Village.

This matter will require continued discussion.

**RCMP REPORT**

No report this meeting.

**MAYOR’S REPORT**

Lions Breakfast - On November 16<sup>th</sup>, attended monthly Lions Club Breakfast.

Union of the Municipalities of New Brunswick - On November 22<sup>nd</sup> and 23<sup>rd</sup>, attended UMNBDirectors meetings.

## **COUNCILLORS' REPORTS**

### **Councillor McNeil**

Salisbury Fire Rescue - On November 21<sup>st</sup>, met with members of fire department with regards to proposal for new fire hall.

### **Councillor Bartlett**

Legion Christmas Party - Annual Christmas Party for Royal Canadian Legion Branch 31 to be held on December 1<sup>st</sup>. Councillor Bartlett has been asked to read a story to the children.

### **Councillor Campbell**

Grant Request - Nick Pallen Decock - It was moved by Councillor Campbell and seconded by Councillor McNeil that *'The Village of Salisbury donate \$150 in the form of a hockey jersey label sponsorship as requested by Nick Pallen Decock of the Petitcodiac/Salisbury Midget Flyers.'*

MOTION CARRIED

Grant Request - Legion Christmas Party - It was moved by Councillor Campbell and seconded by Councillor Kitchen that *'The Village of Salisbury donate \$300 to the Royal Canadian Legion Branch No. 31 for its annual Christmas Party.'* MOTION CARRIED

**Councillor McNeil declared a conflict of interest and left Council Chambers at this point.**

### **Councillor Kitchen**

Staff bonuses - There was brief discussion regarding Christmas bonuses for Village staff, which are considered part of their salaries; therefore, a motion was not required. Councillor Kitchen requested that, moving forward, this bonus always be paid out as part of the first pay period in December.

**Councillor McNeil rejoined the meeting.**

## **CLERK'S REPORT**

Christmas Cards - Cards being sent out by the Village are ready to be signed by Council.

Christmas Decorating Contest - Due to a decline in public participation in the last two years, it was decided to not hold a decorating contest this year.

Christmas Eve Open House - An open house will be held at the Village Office on the morning of Christmas Eve, from 10:00 until noon.

Christmas Season Office Hours - The Village Office will be closed from noon on Christmas Eve until 8:30 AM on Monday, December 30<sup>th</sup>; as well as from noon on New Year's Eve until 8:30 AM on Thursday, January 2<sup>nd</sup>, 2020.

Residential Waste Collection Tender - A formal offer from the present provider of residential waste collection services to extend their contract with the municipality for an additional two years was presented and discussed.

It was moved by Councillor McNeil and seconded by Councillor Kitchen that the Village of Salisbury *'Accept the formal proposal from FERO Waste & Recycling Inc. to extend the Residential Waste Collection & Disposal Tender Contract SAL 2016-04 for an additional two(2) year term beginning January 1, 2020 with an increase of 3% to current pricing (bringing the 2020 total to \$68,676.80 incl. HST), and an increase of 3% the following year (bringing the 2021 total to \$70,737.10 incl. HST).'* MOTION CARRIED

Animal Control Officer Tender - Tender closes for Animal Control Officer for 2020 on Wednesday, November 27<sup>th</sup> at 4:30 PM. No submissions received yet.

**November 25, 2019**

Tractor Tender - The tender for the new tractor for the Works Department, as budgeted, closes on Thursday, December 5<sup>th</sup> at 3:00 PM.

Moncton Magic - As previously approved by Council, the Village has purchased a pair of season tickets for the 2019-2020 season for the Moncton Magic, the defending champions of the National Basketball League of Canada. The first home game will be on December 27<sup>th</sup>.

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

**CLOSED MEETING - Financial**

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

**DATE OF NEXT MEETING - December 9, 2019**

**ADJOURN**

It was moved by Councillor McNeil to '*Adjourn the meeting.*' MOTION CARRIED  
(10:09 PM)