

MINUTES OF JANUARY 13, 2020

6:30 PM WELCOME

REGULAR MEETING

A regular meeting of Council was held January 13, 2020 at 7:00 PM with Mayor Keating presiding. Councillor McNeil was absent. All other members of Council and Clerk were present.

THE LORD'S PRAYER

APPROVAL OF AGENDA

Clerk requested that two items be added to Correspondence. The first item was the Southeast Regional Service Commission Planning Review and Adjustment Committee's views and recommendations regarding the Village of Salisbury's proposed Subdivision By-Law No. 49. The second item was the approved Village of Salisbury 2020 operating fund budgets received on the morning of January 13th from the New Brunswick Department of Environment and Local Government.

It was moved by Councillor Kitchen and seconded by Councillor Campbell that '*The Agenda be approved with additions.*' 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 December 23rd be approved.*' MOTION CARRIED

JORDAN LIFECARE CENTRE - Carolyn Kyle

The Village's representative on the Jordan Lifecare Centre Board of Directors, Carolyn Kyle, joined the meeting to provide her annual presentation to Council.

Jordan Lifecare Centre is a 50-bed nursing home with two units, each with seven double rooms and 11 private rooms, plus one respite care room. Beyond the residence program, another 42 clients in their own homes make use of the facility's outreach services. Another three clients use the daycare service.

The major project at the Jordan this current fiscal year was the purchase and installation of a new generator and transfer switch for approximately \$100,000, a project that was completed in November. Also ongoing has been the installation of the dry sprinkler system.

Regarding capital repairs and upgrades, the New Brunswick government is now mandating that nursing homes come onboard with the new Infrastructure Budget Amendment Management Strategy. To this end, the Jordan prepared and submitted in November its required five-year plan for anticipated capital repairs and upgrades.

Financially, the facility finished its 2018-2019 fiscal year with no discrepancies noted in its audit by Thiel Greene Chartered Professional Accountants, which also reviewed the books of The Glades Outreach Services with no issues. The Glades Outreach is a subsidiary of the Jordan and provides both the outreach and daycare services.

The Jordan operates on a budget of approximately \$5-million with salaries making up 60 per cent, 67 per cent of which is paid to its nursing department. The Jordan is funded primarily by the NB Department of Social Development (NBDSO), with a smaller portion of the income coming from subsidized and private-pay residents, sale of property, interest on contributed annuities, and staff fundraisers. This fundraising is led by the Foundation of Friends for the Jordan

Lifecare Centre through its annual golf tournament, Valentine's Dinner, and Spring Luncheon. Funds over the past year supporting the purchase of ceiling lifts for the remaining seven rooms as well as a stand-up lift, six height-adjustable dining room tables, and three park benches.

As for nurse staffing, the breakdown is going to be phased-in to become 15 per cent Registered Nurses (RNs), 20 per cent Licenced Practical Nurses (LPNs), and 65 per cent Resident Attendants (RAs). The first changes under this new formula are being made through attrition with this year's retirement of an LPN, who will be replaced with a RA. Meantime, one looming staffing concern is connected with contract negotiations for LPNs, RAs, maintenance staff and dietary staff, and the possibility of a strike. It was noted that the NBDSO has moved toward the designation of essential staff in the event of this.

As alluded to in last year's report to Council, there has been a resolution in the dispute between the province and the New Brunswick Association of Nursing Homes (NBANH) with regards to the control of assets of government-funded long term care facilities. It was clarified by the courts that nursing homes, while private, can be shown on the Province's books since there is such a significant financial contribution by government.

Another looming situation is an Official Languages Commissioner report that stated that long-term care facilities, being third parties within the meaning of Section 20 of the Official Languages Act, must adhere to the Act. The NBANH is studying this interpretation closely and identifying concerns about compliance.

The Jordan's Board of Directors has undergone changes with three appointment terms ending and three replacements appointed. Two other terms, including Carolyn Kyle's, will come to an end in June, meaning the Village of Salisbury will need a new representative appointed.

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

MANAGER OF WORKS REPORT

Clean Water Wastewater Fund Clarification - Manager of Works joined the meeting to offer very thorough clarification on the Village's position with regards to its Clean Water Wastewater Fund money. The CWWF funding was initially secured for the 2017 MacWilliam Road Culvert Replacement project and, thanks to coming in under budget, surplus funds since then have led to another three culvert replacements along McNaughton Brook, specifically the Albert Trail culvert number 2, the Larsen Lane culvert, and the Albert Trail culvert number 1. Beyond those additional culvert projects, a surplus still remains. The original goal was to use that surplus for a Route 106 culvert replacement, but the necessary amendments were not approved at the higher government level. So the Manager of Works explained that the hope is now that these surplus funds can be applied to the recently completed culvert job on Bleakney Road. In order to make this happen, the Village must first request of the New Brunswick Department of Environment and Local Government (NBDELG) a CWWF amendment submission to include the Bleakney Road Emergency Culvert Replacement Project.

It was moved by Councillor Kitchen and seconded by Councillor Campbell that *'the Village of Salisbury submit an amendment request to the CWWF (Clean Water and Wastewater Fund) and to the Municipal Capital Borrowing Board for the Bleakney Road Emergency Culvert Replacement Crossing No. 3 (6990-2017).'* MOTION CARRIED

Meantime, with regards to securing an extension to the CWWF deadline beyond March 30, 2020, which would allow for further use of the Village's CWWF surplus for additional projects, Mayor Keating stated that Council will continue to press their MLA and MP for assistance.

Shadowave Drive Development Holdback - Despite the expiration in November of the two-year warranty period for the project, Council will refrain from immediately releasing the final holdback funds with regards to the commercial development that took place on Shadowave Drive. This is because a conditional final inspection must still be arranged for by the developer, which will likely now be delayed until the Spring.

BUSINESS ARISING FROM MINUTES

Erosion

Nothing new to report.

HR Services

Nothing new to report.

Railway Trestle (Bridge)

Council approved a request by Manager of Works that he proceed with issuing a Request for Proposal to Viridis Design for a structural analysis of the railway trestle, as well as recommendations and assistance in connection with possible railings and anti-climb devices.

Subdivision By-Law

Following receipt of Southeast Regional Service Commission Planning Review and Adjustment Committee's views and recommendations (see item 6 under Correspondence), the proposed new Subdivision By-Law No. 49 is to undergo first and second reading by title only. Third reading of the by-law in its entirety to follow at an upcoming meeting of Council.

Public Library Accessible Restroom Upgrades Project

This has been completed with only a few very minor aspects to be addressed by Manager of Works, who said the project worked out well overall, adding that it is a drastic improvement over the two washrooms that were replaced. This item can now be removed from the agenda.

Route 112 Curb & Gutter and Sidewalk Extension Project

This project has been completed, and can be removed from the agenda as well. It was made possible through Gas Tax funding. Meantime, Mayor Keating will press MLA Mike Holland for cost-sharing support on the sidewalk portion of the project.

Bleakney Road Emergency Culvert Replacement Project

This project has been completed with projections of cost-savings ranging from \$30,000 to \$40,000. This item can also be removed from the agenda.

Clean Water Wastewater Fund Clarification

Addressed in Manager of Works Report.

Works Truck - It remains undecided whether to purchase another truck for the Works department or rent a truck for the Summer, as was done in 2019.

Library Sign - Manager of Works has offered to help the library manager issue a Request for Proposals for a new sign for Salisbury Public Library depending on the library board's wishes. Councillor Bartlett is hopeful that the sign can be manufactured and installed for less than \$10,000-\$15,000, which he finds ridiculous. Manager of Works suggested that the library board offer some

ideas of what it wants to see in a sign.

Mayor Keating and Council thanked Manager of Works for his contribution to the meeting and for all that he and his department does.

DIRECTOR OF PARKS & LEISURE REPORT

Director of Parks & Leisure was not available to attend the meeting, but Councillor Campbell provided her report in her absence.

Upcoming Dates to Note -

Tuesday, January 14th - Salisbury Naturalist Club meeting at Department of Parks & Leisure office at 7:00 PM. Topic of presentation will be the Finch Family of Birds.

Winter Carnival 2020 -

Sunday, February 9th - Taking place from 6:30-7:30 PM at the Highland Park Wetland Trail will be the Swedish Lantern & Moonlight Trail Walk, also with a fire pit and hot chocolate.

Monday, February 10th - Meet at the Parks & Leisure office at 6:00 PM for the Owl Prowl. Join members of the Salisbury Naturalist Club in search of the elusive raptor, weather permitting. Register in advance by calling 372-3280 or emailing parks.leisure@salisburynb.ca. There is a limit of 12 participants. The group will be traveling to an alternate location for this event.

Tuesday, February 11th - The Salisbury Naturalist Club, at 7:00 PM, will host a presentation by Stu Tingley called Moths of NB.

Thursday, February 13th - From 11:30-1:30 PM at the Salisbury Lions Club is a Seniors Luncheon hosted by Parks & Leisure. All seniors are invited to enjoy a light lunch and dessert, and music by the Salisbury Middle School/JMA Armstrong High School band. Registration is required.

Friday, February 14th - The Winter Carnival Skating Party will take place at the outdoor rink from 6:30-8:00 PM. Warm up by the fire pit with some hot chocolate. Please bring a reusable mug to reduce waste. Still waiting on confirmation about musical entertainment and confirmation of attendance by mascots of local sports teams.

Saturday, February 15th - Family Day at Highland Park takes place from 11:00 AM-2:00 PM, with sleigh rides from 10:00 AM-2:00 PM. It's a day of Winter fun and activities, as well as hot dogs, hot chocolate, beavertails and maple candy, with syrup donated by the Salisbury Lions Club. Again, please bring a reusable mug to reduce waste.

Grant Application - A submission has been made to the Women & Girls In Recreational Sport/Community Grants Initiative for Gender Equity in Recreational Sport through Canada Parks & Recreation Association. The application was sent by the December 15th deadline. Notice of Decision will be on January 15th.

Action Committee - A meeting of the Department of Parks & Leisure Action Committee was held on Thursday night, January 9th. It was a great meeting with a full turnout of volunteers.

CORRESPONDENCE

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

Fran Bowdridge - Request for Salisbury to consider restrictions on single-use plastic bags

Council believes this is a very positive idea; however, enforcement is the issue at the municipal level. It was suggested to consult with other municipalities to see how they are approaching matters such as this, and it was also suggested that it be brought up at the annual conference of the Union of the Municipalities of New Brunswick as a discussion topic. Meantime, the municipality encourages environmentally-conscious practices and conservation activities.

Union of the Municipalities of New Brunswick - Invoice for 2020 Membership Dues

UMNB membership invoice will be added to the end-of-month bills.

Frank Cowan Co. - Letter Re: purchase of Frank Cowan Co. by Intact Financial Corporation (IFC)

A letter received informed Council that the company that provides its municipal insurance-coverage, Frank Cowan, was recently acquired by Intact.

Southeast Regional Service Commission (SERSC) - November Development & Building Permits

According to the monthly report received from SERSC, two development permits were issued in November for accessory buildings.

NB Transportation & Infrastructure (NBDTI) - Municipal maps and kilometrage reports for 2020

Clerk noted that NBDTI's reports on municipal maps and kilometrage can be reviewed online.

Lori Bickford, Planning Manager, Southeast Regional Service Commission - Views and recommendations from Southeast Planning Review and Adjustment Committee (PRAC) regarding the Village of Salisbury's proposed Subdivision By-Law No. 49

Council received from Southeast PRAC its views and recommendations concerning the proposed new Subdivision By-Law No. 49.

It was moved by Councillor Kitchen and seconded by Councillor Bartlett that *'the Village of Salisbury have first and second reading of By-Law No. 49, a By-Law Relating to the Subdivision of lands in the Village of Salisbury, which proposes to repeal and replace Subdivision By-Law No. 17.'* It was clarified that first and second readings can be done by title only, with the third and final reading of the by-law in its entirety to follow at an upcoming meeting of Council. MOTION CARRIED

At this time, Councillor Kitchen gave first and second reading of By-Law No. 49 by title only.

New Brunswick Department of Environment and Local Government - Approved Village of Salisbury 2020 operating fund budgets

The approved copies of the 2020 municipal operating budgets were received in the mail on the afternoon of this meeting. Clerk to post documents online.

FIRE DEPARTMENT REPORT

No report this meeting.

RCMP REPORT

No report this meeting.

MAYOR'S REPORT

Meeting with MLA - On December 16th, met with MLA Mike Holland.

2020 Budget - On December 19th, took part in Council working session for 2020 municipal budget.

Council Meeting - On December 23rd, attended Meeting of Council where budget was approved.

Christmas - On December 24th, attended Village of Salisbury Annual Christmas Eve Open House.

COUNCILLORS' REPORTS

Councillor Bartlett

Parks & Leisure - On January 9th, attended Parks & Leisure Action Committee Meeting.

Councillor Campbell

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Happy New Year - Extended New Year's greetings to colleagues and staff.

Councillor McNeil

Absent.

CLERK'S REPORT

Council Portrait - Clerk will attempt to schedule a new photo of Council for the evening of January 27th prior to the Council Meeting.

Animal Control Officer - Jill Hunwicks-Hopper was introduced as the Village of Salisbury's new Animal Control Officer with website and social media posts, as well as through a submission to the Local News & Views community newspaper.

Sewer Bills - The 2020 Sewer Bills will be distributed via regular mail in the coming week.

By-Law No. 22 Inquiry - The Village Office received a question about the Village's hunting by-law. The inquiring resident wants to know if he is permitted to conduct target practice in his backyard with a pellet gun. Council appreciated the inquiry, but is of the belief that the firing of any firearm, including a pellet gun, would not be permitted under the by-law. Council asked that the Clerk refer this question to the Village's lawyer for clarification and advisement.

Fire Department Trailer - Councillor McNeil, in his absence, requested that the Clerk bring the following matter to Council. A trailer purchased in recent years by Salisbury Fire Rescue using its fundraising money is no longer needed. The fire department's wish is to sell the trailer. Council has no issues with this, but suggests that it go to tender.

CLOSED MEETING - No closed meeting held as there was nothing to discuss.

DATE OF NEXT MEETING - January 27, 2020

ADJOURN

It was moved by Councillor Kitchen and seconded by Councillor Campbell to '*Adjourn the meeting.*' MOTION CARRIED (9:00 PM)