

## **MINUTES OF NOVEMBER 23, 2020**

### **REGULAR MEETING**

A regular meeting of Council was held November 23, 2020 at 7:00 PM with Mayor Keating presiding. Councillor Bartlett joined the meeting via video technology (Cisco Webex). All other members of Council and Clerk were present.

### **THE LORD'S PRAYER**

### **APPROVAL OF AGENDA**

It was moved by Councillor Campbell and seconded by Councillor Kitchen 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 Kitchen that '*The Minutes for the Council Meeting held on November 9<sup>th</sup> be approved.*' MOTION CARRIED

### **BILLS FOR THE MONTH OF NOVEMBER**

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

### **MANAGER OF WORKS REPORT**

Councillor Kitchen noted that Mayor and Council were provided with a memo from Manager of Works updating them on a number of files within his department:

- continued work on the Petitcodiac River erosion mitigation project;
- the finished temporary turnaround on Wortman Road to facilitate municipal service vehicles;
- information on investing in Canada Infrastructure Plan/COVID-19 Community Resilience;
- the ongoing Parkin Street Playground equipment replacement;
- completed enhancements to the Parkin Street footpath trail-access;
- ongoing municipal parking lot reconstruction;
- and ongoing work on Wastewater Treatment Facility 2021 Polishing Pond Rehabilitation.

Regarding the Parkin footpath improvements, Councillor Campbell noted the positive feedback from the public.

### **DIRECTOR OF PARKS & LEISURE REPORT**

Speaking for the Department of Parks & Leisure, Councillor Campbell informed Council that fitness classes and pickleball will both continue under the Orange Phase of New Brunswick's COVID-19 recovery plan with updates to respective operational plans to allow for safe continuation. Gymnasium operators are being consulted with.

**BUSINESS ARISING FROM MINUTES**

Erosion

Plans continue to be made, and funding sources sought, in connection with next year's Phase 2 of the riverbank erosion mitigation project.

HR Services

Nothing to report.

Railway Trestle (Bridge)

Nothing to report.

Municipal Plan & Zoning By-Law Review

Southeast Regional Service Commission Planner Lori Bickford joined the meeting, providing a brief report, noting that the required public hearing was held November 12<sup>th</sup>. At this point, Council had the option to entertain first and second readings of the new by-laws.

It was moved by Councillor Kitchen and seconded by Councillor Campbell that '*Council give first reading section by section to By-law No. 50, A By-law to Adopt the Village of Salisbury Municipal Plan.*

*Under the Authority vested in by Section 24 of the Community Planning Act, the Municipal Council of the Village of Salisbury enacts as follows:*

1. *This By-law may be cited as the "Village of Salisbury Municipal Plan"*

*Section 1 – Introduction*

*Section 2 – Interpretation*

*Section 3 – Serviceable Boundary*

*Section 4 – Land Use Policies*

*Section 5 – Lands for Public Purposes*

*Section 6 – Community and Economic Development*

*Section 7 – Infrastructure and Municipal Services*

*Section 8 – Heritage and Tourism*

*Section 9 – General Policy*

*Section 10 – Amendment and Revision of the Municipal Plan*

*Section 11 – Five Year Capital Budget;*

2. *The document entitled "Village of Salisbury Municipal Plan" By-law No. 50 along with Schedule A, the Future Land Use Map and Schedule B, the Boundary and Servicing Map and Schedule C, Five Year Capital Budget, attached hereto, is enacted;*

3. *By-law No. 42 entitled "Village of Salisbury Municipal Development Plan", enacted on the 4th day of June, 2008, is repealed together with all amendments.'* MOTION CARRIED

It was moved by Councillor Kitchen and seconded by Councillor Campbell that '*Council give second reading by title to By-law No. 50, A By-law to Adopt the Village of Salisbury Municipal Plan.*' MOTION CARRIED

It was moved by Councillor Kitchen and seconded by Councillor Campbell that ‘*Council give first reading section by section to By-law No. 51, A By-law to Adopt the Village of Salisbury Zoning By-law.*

*Under the Authority vested in by Section 53 of the Community Planning Act, the Municipal Council of the Village of Salisbury enacts as follows:*

1. *This By-law may be cited as the “Village of Salisbury Zoning By-law”;*

*Part 1 – Definitions*

*Part 2 – Administration*

*Part 3 – General Provisions for all Zones*

*Part 4 – Zone Classifications*

*Part 5 – Residential Use (RU) Zone*

*Part 6 – Residential Manufactured Home (RMH) Zone*

*Part 7 – Residential Neighbourhood Service (RNS) Zone*

*Part 8 – Village Centre (VC) Zone*

*Part 9 – Highway Commercial (HC) Zone*

*Part 10 – Industrial (I) Zone*

*Part 11 – Special Entertainment (SE) Zone*

*Part 12 – Rural Area (RA) Zone*

*Part 13 – Community Use (CU) Zone*

*Part 14 – Open Space Conservation (OSC) Zone*

*Part 15 – Intensive Resource Development Zone*

*Part 16 – Integrated Development Zone*

2. *The document entitled “Village of Salisbury Zoning By-law” By-law No. 51 along with Schedule A, the Zoning Map and Schedule B, the Hydrographic Map, attached hereto, is enacted;*

3. *By-law No. 43, entitled “Village of Salisbury Zoning By-law”, enacted on the 4th day of June, 2008, is repealed together with all amendments and development agreements, except for the following amendments:*

i) *By-law 31-2 Rezoning terms and Conditions set by Resolution*

ii) *By-law 31-11 Integrated Development by Development Agreement*

iii) *By-law 31-14 Rezoning with Development Agreement*

iv) *By-law 43-6 Rezoning with Development Agreement*

v) *By-law 43-10 Integrated Development by Development Agreement*

vi) *By-law 43-12 Rezoning with Development Agreement’* MOTION CARRIED

It was moved by Councillor Kitchen and seconded by Councillor Campbell that ‘*Council give second reading by title to By-law No. 51, A By-law to Adopt the Village of Salisbury Zoning By-law.*’ MOTION CARRIED

It was clarified that third and final reading of both by-laws could take place as early as the December 14<sup>th</sup> meeting of Council. Barring any changes, third readings would be by title only. It was further clarified that enactment will not immediately follow that step, as both by-laws also require the approval and sign-off by the Provincial Minister responsible, after which they will be registered in the Registry Office and become official.

Mayor Keating thanked Lori Bickford for joining the meeting and for her assistance in the Municipal Plan & Zoning By-Law Review.

Budgets 2021

Clerk informed Council that the 2021 municipal budgets have been approved by the New Brunswick Government with a minor adjustment with regards to interest on long-term debt. The actual amount is slightly higher than the information provided by the auditor.

Third Reading of By-Law No. 6I

It was moved by Councillor Campbell and seconded by Councillor Kitchen that *‘The Village of Salisbury have third reading and enactment of By-Law No. 6I to amend By-Law No. 6H: A By-Law in the Amendment of By-Law 6H, a By-Law Respecting the Composition of the Council and the Remuneration of the Mayor and Councillors.’* MOTION CARRIED Third and final reading was by title only.

**CORRESPONDENCE**

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

NB Transportation and Infrastructure – Clarification of provincial and municipal responsibilities regarding traffic-related issues on provincially designated roads

Information regarding which level of government is responsible for various matters when it comes to provincially designated roads. A copy of the information has been forwarded to Manager of Works.

NB Environment and Local Government – Safe Restart Agreement – details Re: access to funding

Received was information on available financial support from the Province and Ottawa, known as the Safe Restart Agreement, available to local governments in New Brunswick with regards to COVID-19 pandemic expenses. December 31<sup>st</sup> is the deadline to apply for this pandemic expense compensation.

Kelly Taylor, Executive Manager, Urban/Rural Rides – Annual report and grant request

Annual report to Council from Urban/Rural Rides outlines past year’s activity, also requesting annual grant from the Village.

It was moved by Councillor Campbell and seconded by Councillor Kitchen that *‘The Village of Salisbury donate \$1,700 to support Urban/Rural Rides.’* Councillors Kitchen and Bartlett requested more information about where exactly the donation goes within the organization; that is, if the Salisbury donation serves only the Salisbury catchment area. Clerk to reach out to Kelly Taylor and request a presentation at a future Council meeting, either in person or virtually. MOTION CARRIED

Grace Lee Cutler, Director Community Finances, NB Environment and Local Government – Budget approval

As addressed earlier in the meeting, the Village’s 2021 budgets have received provincial government approval, as indicated in this letter.

**FIRE DEPARTMENT REPORT**

No report this meeting.

**RCMP REPORT**

No report this meeting. RCMP responded to the invitation, saying they were unable to attend this meeting as they are very busy.

**MAYOR'S REPORT**

Municipal Plan & Zoning By-Law Review – On November 12<sup>th</sup>, attended public hearing.

**COUNCILLORS' REPORTS**

**Councillor Kitchen**

Municipal Plan & Zoning By-Law Review – On November 12<sup>th</sup>, attended public hearing via Zoom video conferencing technology.

Railway Trestle – Asked if insured off-road vehicle group has been contacted regarding condition of rail bridge and any planned modifications to it by the Village. It was confirmed that Manager of Works has attempted to reach out to the group.

**Councillor Bartlett**

Railway Trestle – Thanked Councillor Kitchen for speaking on this matter, as it is one that has been important to him. Said he hopes to see progress.

**Councillor Campbell**

Municipal Plan & Zoning By-Law Review – On November 12<sup>th</sup>, attended public hearing.

**CLERK'S REPORT**

By-Law Enforcement – There is an option to access a service for by-law enforcement through a new provider, Maritime Enforcement Services. Some other small municipalities in southeast New Brunswick have opted in for this service. They are willing to attend a meeting if Council wishes.

Christmas Celebrations – As was the case in 2019, Village is not holding a Christmas lights decorating contest this year, citing low rate of participation in the last few years. Councillor Campbell noted that a number of local businesses have started their own decorating and shop-local challenge, “A December to Remember.” They have also been in talks about a way to possibly bring Santa Claus to the village, perhaps driving through escorted in some fashion.

Promotional Video – Local businesses have been approached about taking part in a free promotional video to be produced by a contracted employee of the Village Office who was a previous Summer student employee of the municipality. Response so far has been positive.

Honourariums – Council was asked if it planned to issue any honourariums this year, as has been the practice in previous years.

It was moved by Councillor Kitchen and seconded by Councillor Campbell to *'Enter into a closed session.'* Councillor Bartlett, since he had joined the meeting from his home via video-conference, was required to prove that he was alone and that no one else could listen in on any discussion during the closed session. Councillor Bartlett proceeded to pan his computer camera around his room proving that he was alone. MOTION CARRIED

**CLOSED MEETING – Financial.**

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

**DATE OF NEXT MEETING – December 14, 2020**

**ADJOURN**

It was moved by Councillor Bartlett and seconded by Councillor Kitchen to *'Adjourn the meeting.'* MOTION CARRIED (8:17 PM)