

## **MINUTES OF OCTOBER 13, 2020**

### **REGULAR MEETING**

A regular meeting of Council was held October 13, 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 September 28<sup>th</sup> be approved.*' MOTION CARRIED

### **PUBLIC PRESENTATION OF AMENDED VILLAGE OF SALISBURY MUNICIPAL PLAN AND ZONING BY-LAW**

#### **– Lori Bickford, Planner, Southeast Regional Service Commission**

Southeast Regional Service Commission Planner Lori Bickford appeared before Council for a Public Presentation of the Village of Salisbury's intent to consider a proposed By-law to amend By-law No. 42, the "Village of Salisbury Municipal Development Plan" and a proposed By-law to amend By-law No. 43, the "Village of Salisbury Zoning By-law." The required advertising took place as required by the Community Planning Act. This also marked the beginning of the 30-day period where the public has the opportunity to submit written comments on the proposed plan and zoning by-law.

It was explained that this is the second time in the current calendar year that this presentation has taken place, as there was an attempt to follow through with this same process this past Winter and Spring, only to have it cancelled because of safety concerns due to the coronavirus pandemic. The presentation is unchanged from the presentation made by Lori Bickford at the Council Meeting held on February 24<sup>th</sup>.

The Municipal Plan is described as the long-term visionary document for the Village, whereas the Zoning By-Law is its day-to-day development tool. Of the two, the municipal plan is the prevailing by-law.

It was pointed out that municipal plan reviews are routinely done every 5-10 years. In this case the current municipal plan and zoning by-law date back to 2008, but the review process actually began in 2016.

The main change in the proposed Municipal Plan is that it is reformatted and more streamlined than its predecessor in that it eliminates duplication, repetition, and inconsistencies

in terminology. Amendments since 2008 have also been incorporated into it.

The proposed municipal plan touches on six key areas: municipal services, flood risk areas and the environment, separation of industrial and highway commercial uses, agricultural activities within the Village, cannabis production, and new development along the railway.

The Municipal Services Map was displayed, identifying Salisbury's Serviceable Boundary for its gravity-fed public sewer system and its impact on being the area where any future infrastructure development in the village is directed. As well, future roads and trails are identified on this map. This is to help guide future development.

Also displayed was the hydrographic map for Flood Risk Areas & Environment, which identifies 30-metre buffers along watercourses, provincially-significant wetlands, and flood risk areas based on current climate-change data.

The Future Land Use Map unveiled two new designations: Industrial, and Open Space Conservation. The former would be located at the northernmost section of Fredericton Road in the area of Silver Fox Drive, while the latter would be found in the identified flood risk areas along the Petitcodiac River where development would not take place. As for the existing Village Centre designation, it would now include institutional uses such as schools. Existing light-industrial uses will continue. Agricultural uses will continue to be permitted in the Rural designation outside the Serviceable Boundary.

Regarding Cannabis, because it has been legalized in the province, the municipality must identify an area where licensed production of such would be permitted. That would be in the zone that permits Industrial uses.

Also new is a 30m setback from the rail line imposed on new development. Existing lots are exempt.

(The proposed documents and maps are available for viewing in the Village Office and have been posted online for access via the Southeast Regional Service Commission website, [www.nbse.ca/planning/area/salisbury](http://www.nbse.ca/planning/area/salisbury).)

This Public Presentation is the formal statement and overview of Council's intent. The public's opportunity to speak on this will be the Public Hearing on the evening of November 12th, as will be advertised. This Public Hearing will be accomplished virtually through video-conferencing technology. In advance of that, written objections can be submitted to the attention of the Clerk at the Village Office. These will be copied for Planner Lori Bickford, who also extended the offer for anyone to phone her at Southeast Regional Service Commission with any questions.

This marked the conclusion of the Public Presentation, at which time Mayor Keating thanked Lori Bickford.

### **MANAGER OF WORKS REPORT**

No report from Manager of Works this meeting.

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

Director of Parks & Leisure joined the meeting to provide the following report:

**Summer** –

**Students** – Four student employees maintained three baseball fields this Summer, as well as a

number of community gardens and flower beds throughout the village, and the butterfly garden and orchard at Highland Park. Two of the employees also led games and craft activities in Highland Park once each week for up to five registered children.

Woodland Trail – The new Woodland Trail located south of the high school grounds, partly funded by a grant, is almost completed. A dedicated group of volunteers worked on the trail each Wednesday during the Summer with Parks & Leisure staff. The department received donations including a cement pad for a shed, and entrance boulders to block all-terrain vehicles from two of the trail entrances.

Bike Park – Work by Steeves Excavating has made the Josh Damery Memorial Bike Park a safer environment for users.

Pickleball – The outdoor Pickleball courts, since June 5<sup>th</sup>, and indoor courts at Salisbury Baptist Church, since August 7<sup>th</sup>, were busy morning-to-evening all Summer long. Pickleball is still permitted in the current Phase 2/Orange of New Brunswick’s Coronavirus Recovery Plan.

**Current –**

Fitness Classes – Since restarting in mid-September, three fitness classes have 17 regulars including the two instructors.

Active Seniors – This program restarted in October at the Lions seniors residences, although sessions were suspended due to Zone 1 (Moncton and surrounding area) reverting back to the Orange phase of the Coronavirus Recovery Plan.

**Upcoming –**

Pumpkin Carving – A Jack-o’-Lantern carving evening was planned, but is now cancelled due to COVID-19 restrictions. Even if Zone 1 advances to Phase 3/Yellow in time for Halloween, it will be too last-minute to arrange the Jack-o’-Lantern event.

Christmas Tree Lighting – The tree lighting will likely not be a public event, but there will still be a lit 15’ tree in Highland Park for residents to enjoy.

Bike Park – There remains more work to be done this Fall.

Woodland Trail – There remains work to be done, including an 80m trail connection from the edge of one of the baseball fields to Braemar Drive, and installation of a trail gate to keep ATVs out. The shed also needs to be painted. Signage will be posted on the shed.

**Resignation** – Director of Parks & Leisure submitted and read a letter announcing that she would be resigning her position with the municipality effective October 30<sup>th</sup>, thanking Council for the opportunity to work for the Village of Salisbury.

Mayor Keating and Council thanked Director of Parks & Leisure for her dedicated service to the Village, noting that she will be missed, and wished her well in her new career path.

**BUSINESS ARISING FROM MINUTES**

Erosion

Nothing to report at present time.

HR Services

Nothing new to report.

Railway Trestle (Bridge)

Nothing to report.

Municipal Plan & Zoning By-Law Review

With the Public Presentation now held, the process of adopting the revised Village of Salisbury Municipal Plan and Zoning By-Law will now proceed to the advertised period for public submissions in writing to Southeast Regional Service Commission, leading up to a Public Hearing on Thursday, November 12<sup>th</sup> at 7:00 PM. This timeline would give Council the option to hold first and second readings of the by-laws at the November 23<sup>rd</sup> Council Meeting and hold third and final reading at the December 14<sup>th</sup> Council Meeting.

Gas Tax Funding - Horsman Street Reconstruction Project

Project is completely finished. This item can be removed from the agenda.

Halloween

Council had previously asked that residents of the village follow any Provincial guidelines with respect to Halloween. If door-to-door activity returns to being permitted by New Brunswick Public Health, residents are asked to use the long running light-on/light-off method of signalling to trick-or-treaters whether or not their home is participating in Halloween.

**CORRESPONDENCE**

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

Southeast Regional Service Commission – Development & Building Permits, September 2020

Three Development & Building Permits were issued last month by SERSC for: a dust-collector system and new fence, a mini-home, and an accessory building.

Anglophone East School District, Community Schools Coordinator Darlene Taylor – Letter expressing appreciation for financial support for Imagination Library

A thank you letter was received from ASDE's Community Schools Coordinator Darlene Taylor. Through the Salisbury Public Library, the Village donated \$1,000 toward Dolly Parton's Imagination Library of Canada, a free book gifting program for enrolled children from birth to age five. Each month, the program mails a high quality, age appropriate book to all registered children at no cost to the child's family.

Canadian National – Letter accompanying CN in Your Community 2020 publication

CN mailed to the Village, as it does to municipalities all across Canada, its annual CN in Your Community publication. The publication is available in the Village Office for perusal.

**FIRE DEPARTMENT REPORT**

Mayor Keating and Clerk met with two members of Salisbury Fire Rescue, including the Fire Chief, on October 8<sup>th</sup> to discuss 2021 budgetary needs.

**RCMP REPORT**

No report this meeting.

**MAYOR'S REPORT**

Union of the Municipalities of New Brunswick – On October 3<sup>rd</sup>, attended UMNB Board of Directors meeting via Zoom video conference technology.

Union of the Municipalities of New Brunswick – On October 4<sup>th</sup>, attended UMNB Annual General Meeting via Zoom video conferencing.

Salisbury Fire Rescue – On October 8<sup>th</sup>, took part in 2021 budget discussions with Clerk, Fire Chief, and another member of the fire department.

Closed meeting – Closed meeting requested for later in the meeting to discuss two matters.

**COUNCILLORS' REPORTS**

**Councillor Kitchen**

Department of Works & Maintenance – Met with Manager of Works.

**Councillor Bartlett**

Salisbury Public Library – Library Committee will be meeting in coming weeks to discuss 2021 budgetary needs. Councillor will take part via video conference technology.

**Councillor Campbell**

Department of Parks & Leisure – On September 30<sup>th</sup>, worked on Department of Parks & Leisure budget for 2021.

Union of the Municipalities of New Brunswick – On October 4<sup>th</sup>, attended UMNB Annual General Meeting via video conference.

Salisbury Beautification Committee – On October 7<sup>th</sup>, attended Beautification Committee year-end meeting which included 2021 planning.

**CLERK'S REPORT**

2021 Budget – Council discussed possible times for 2021 budget working sessions. It was noted that the majority of the required information has been collected, such as from the New Brunswick government as well as from various sources at the municipal level.

Assessments – Clerk presented Council with 2021 assessment figures for Village-owned properties. Assessed values mostly showed either no or only slight increases from 2020. Only the sewage lagoon property showed a significant increase in assessed value, by approximately 30 per cent. Regarding possible appeals, Manager of Works to be consulted.

It was moved by Councillor Kitchen and seconded by Councillor Campbell to *'Enter into a closed session following a short recess.'* MOTION CARRIED

**RECESS**

Councillor Bartlett and Assistant Clerk, since both had joined the meeting remotely via video-conference, were required to prove that they were alone in their respective settings and that no one else could listen in on any discussion during the closed session. Both Councillor Bartlett and Assistant Clerk proceeded to pan their computer cameras around the rooms they were in to prove that both were alone.

**CLOSED MEETING – Personnel, land, financial.**

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

**DATE OF NEXT MEETING – October 26, 2020**

**ADJOURN**

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