

MINUTES OF OCTOBER 12, 2021

REGULAR MEETING

A regular meeting of Council was held October 12, 2021, at 7:00 PM with Mayor Campbell presiding. All members of Council and Clerk were present.

THE LORD'S PRAYER

APPROVAL OF AGENDA

It was moved by Councillor Colwell and seconded by Councillor O'Blenis that *'The Agenda be approved.'* MOTION CARRIED

CONFLICT OF INTEREST DECLARATION

No conflict declared at this time.

APPROVAL OF PREVIOUS MINUTES

It was moved by Councillor Thorne and seconded by Councillor Gallant that *'The Minutes for the Council Meeting held on September 27th be approved.'* MOTION CARRIED

BILLS FOR THE MONTH OF SEPTEMBER

It was moved by Councillor Hamer and seconded by Councillor Colwell to *'Pay the bills for the month of September.'* MOTION CARRIED

PRESENTATION – Aron Tavender, Quad NB

Scheduled presenter was absent.

DIRECTOR OF INFRASTRUCTURE AND PUBLIC WORKS REPORT

On behalf of the Manager of Infrastructure and Public Works, Councillor Gallant read from a submitted report:

Hopper Avenue Upgrades – Previously approved street upgrades for Hopper Avenue are expected to be completed by the end of October. Weather and Contractor availability will be deciding factors regarding a completion date.

Canada Healthy Communities Initiative – Funding application to the Canada Healthy Communities Initiative for upgrades on the former CN Trestle has been denied.

Master Plan and Space Needs Assessment – A draft report from engineering consultants EXP has been received. Staff will review and make recommendations to EXP to prepare a final report.

Route 112 Pedestrian Rail Crossing – Route 112 Pedestrian Rail Crossing project is finished.

Resurfacing of Route 112 – Milling of Route 112/Fredericton Road from MacWilliam Road to Route 106/Main Street has begun. Resurfacing with asphalt will occur in the coming days.

Petitcodiac River Erosion Project – Work on the river erosion project continues. Delays occurred due to heavy rain on September 25th, which caused issues with accessing the work site. Fort Folly Habitat Recovery has received an extension on its Watercourse and Wetland Alteration (WAWA) permit to October 31st, 2021, to complete the project. Erosion control mat/carpet installation began on October 12th.

Pump Stations' Siding Replacement – Replacement of siding on the Village's four pump stations has been completed.

DIRECTOR OF RECREATION AND WELLNESS REPORT

While there was no submitted report from the Director of Recreation and Wellness, Councillor Thorne provided a brief update:

Workshops – Various public workshops are planned for the coming months, including soap-making, a Hallowe'en event, and a Christmas craft-making event.

Equipment – Department staff have been working on an equipment inventory.

Fitness Classes – With a new instructor secured, fitness classes will start up again. Classes will be held on Wednesday and Friday mornings.

BUSINESS ARISING FROM MINUTES

Erosion

Covered in Manager of Infrastructure and Public Works' report.

Railway Trestle (Bridge)

Government grants will continue to be sought for safety improvements to the bridge, which is a Village asset. Mayor Campbell estimates \$250,000 would be required for all of the improvements, including a rebuild of the surface boards that were installed in recent years by a trail-user group acting without any consultation with the municipality which, again, is the owner of the structure. Side-protection elements and anti-climbing features must also be implemented. Further discussion is needed with Albert MLA Mike Holland and with all-terrain vehicle and snowmobile user groups.

By-Law Review

Clerk had asked for Council's thoughts on which Village by-laws it wishes to review and possibly update soon. The consensus was to begin with the Procedure By-Law, By-Law No. 38. Discussion will begin during a Council working session scheduled for October 30th.

Tenders

Clerk has proceeded to call for tenders for both **Solid Waste Collection** and **Janitorial Services** for 2022. Both close on October 22nd at 3:00 PM in advance of the next meeting of Council, at which time tenders could be awarded should Council decide at that time.

Pedestrian Rail Crossing

Covered in Manager of Infrastructure and Public Works' report.

Hopper Avenue

Covered in Manager of Infrastructure and Public Works' report.

MacDonald Road Property

Concerning insurance coverage and related costs for the property in question, which was recently acquired in order to secure public access to the Wetland Trail from MacDonald Road, Clerk has reached out to the municipality's insurance-provider and is waiting for information to be provided. Intact Insurance is the insurer, while Sears Insurance is the local broker.

All-Terrain Vehicles

Interest had been expressed previously in having the head of one of the local all-terrain vehicle groups, who is also a director at Quad NB, invited to a Council meeting to discuss, among other things, road access for ATVs. As noted earlier, this individual was placed on this meeting's agenda but was unable to attend.

CORRESPONDENCE

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

Southeast Regional Service Commission – Development & Building Permit List, Sept. 2021

The September Development and Building Permit list provided by Southeast Regional Service Commission revealed three permits issued in Salisbury last month. One is for renovations at a Main Street commercial building carrying an estimated value of almost \$524,000. Described work is a change of use to include a restaurant, an event venue, a personal service shop, and retail. Two other permits were for accessory buildings.

Association of Municipal Administrators of New Brunswick – 2022 Police Billing Update

Information from the federal Department of Justice and Public Safety has been forwarded to the Village by the Association of Municipal Administrators of New Brunswick. This is concerning the federal government's recently reached first collective agreement with the National Police Federation, which is the union representing RCMP regular members and reservists. The new billing to local governments in 2022 will reflect salary increases and market adjustments, but it does not yet factor in retroactive pay. Retroactive pay is still being discussed by the Government of Canada and the provinces and territories. In anticipation of this jump in policing costs, and in hopes of offsetting the impact to local governments, for the past six years there have been estimated annual salary increases of 2.5 per cent factored into the annual billing.

Petitcodiac Riverkeeper – Annual General Meeting – November 3

The environmental group Petitcodiac Riverkeeper sent an advisory that it will be holding its annual general meeting online on November third at 6:00 PM. It will include a presentation by President Ronald Babin, noting that this has been a monumental year for their ongoing river-restoration efforts with the removal of the Petitcodiac River causeway. Councillors were advised that if they wished to take part in the AGM, they were asked to RSVP in advance.

Service New Brunswick, Property Assessment Services – Municipal Review Statistics 2021

Provided by SNB Property Assessment Services were the Municipal Review Statistics for 2021, which revealed changes in two assessed property values in Salisbury following submitted Requests for Review of Assessment. According to Section 28 of the New Brunswick Assessment Act, the municipality now has the option to file an appeal. There are 13 days remaining to do so.

NB Department of Environment and Local Government – 2022 Budget Information

The Clerk's Office has received information for 2022 budget purposes, notably the tax base and payment in lieu of taxes, or PILT. The tax base increase is 7.07 per cent for the Village of Salisbury. To the frustration of Council, the equalization payment from the Province of New Brunswick to the Village is significantly lower than it was one year ago.

FIRE DEPARTMENT REPORT

A printed report regarding activity last month was provided to Council prior to the meeting. The report includes responses to structure fires on September 15th in Boundary Creek and September 27th in Petitcodiac, the latter fire resulting in one fatality. As well, the Salisbury Firefighters Association (SFA) Inc. has donated \$15,000 worth of hoses and nozzles to the Village of Salisbury's fire department. The money for this donation came from the SFA 50/50 lottery project, which is a continuing commitment to improve fire and rescue equipment at no cost to the taxpayers.

RCMP REPORT

No report from the RCMP this meeting. Councillor Hamer commented that some inquiries have been made concerning the eventual creation of a new Neighbourhood Watch.

MAYOR'S REPORT

Local Service District – On September 30th, met with a New Brunswick Environment and Local Government official and members of the Coverdale Local Service District committee.

Personnel – On October 5th, took part in Council working session regarding municipal staffing and job descriptions.

Union of the Municipalities of New Brunswick – On October 10th, attended UMNB's Annual General Meeting via a day-long Zoom video conference call.

COUNCILLORS' REPORTS

Councillor Colwell

Nothing to report.

Councillor Gallant

Water – Spoke with Southeast Regional Service Commission engineer David Crandall about a water study done a number of years ago for Salisbury and the possibility of conducting a new water study. Follow-up discussion could possibly continue at the October 30th Council working session.

Councillor Hamer

Insurance Review – Suggested the Village hire a consultant he has previously worked with to conduct an insurance review at an estimated cost of \$3,000. It was noted that the municipality's insurance policy is up for renew each year. The current provider is Intact Insurance through local broker Sears Insurance. Clerk stated that the insurance costs for 2021 for the municipality are approximately \$70,000. Mayor Campbell commented that it would be good to review insurance, adding some municipalities are projecting a 22 per cent increase. Consultant to be contacted regarding his availability for a presentation.

Councillor O'Blenis

Nothing to report.

Councillor Thorne

Library Board – Attended meeting of the Library Board last week. They are looking for some new board members. The next board meeting will focus on the Library’s 2022 budget. It was noted that with daily cleaning now directed by the Province due to the current wave of the COVID-19 pandemic, janitorial costs will be higher next year.

Department of Recreation and Wellness – Still working with Recreation and Wellness staff on reciprocal agreements.

CLERK’S REPORT

Job Announcement – New position of Skilled Labourer for the Village of Salisbury Department of Infrastructure and Public Works has been posted, closing October 22nd. Two resumes have been received so far.

Vaccination Policy – Due to new provincial regulations for fire departments, Village staff prepared a COVID-19 Vaccination Policy for Council’s consideration. This policy will cover all municipal departments.

It was moved by Councillor O’Blenis and seconded by Councillor Colwell that *‘The COVID-19 Vaccination Policy be adopted as presented.’* MOTION CARRIED

Vaccination Policy to be distributed to the municipal department heads.

2022 Budget – Prior to beginning budget deliberations, the Village is still waiting for a few more key figures to be supplied, including RCMP costs. It was noted by Mayor Campbell that if the RCMP cost increase is around 13 per cent, as has been suggested, that would amount to approximately \$60,000. Mayor Campbell also spoke of an email he received from a local resident who asked Council to consider lowering the tax rate to balance out the increase in property assessments. Further to that point, the Clerk read from a letter from the Minister of Local Government and Local Governance Reform, Daniel Allain, that was received too late to be put on the agenda. In the letter, Daniel Allain encouraged Councils to consider lowering local property tax rates since taxpayers are already facing increased assessments of 7.7 per cent on average which, if the existing tax rates were held steady, would still result in a greater property tax burden for residents. Mayor Campbell countered that the municipality is already facing significantly higher costs in 2022, such as for policing and insurance, not to mention that the equalization payment from the Province is going to be about \$100,000 lower than it was one year ago, making matters much more difficult. Municipal budgets are due to be submitted to the New Brunswick Government by November 15th.

Breast Cancer – Clerk read from a letter received after the agenda had already been published regarding October being Breast Cancer Awareness Month. Council was asked about the Village possibly doing something in recognition of this. The decision was made to pass this along to the Department of Recreation and Wellness for its consideration.

Asset Management – The Federation of Canadian Municipalities (FCM) is continuing with phase two of its grant program for the funding of municipal asset management planning. The Village was denied funding earlier this year, but now has a second chance to apply for that funding. Supporting the original motion made in January by the previous Council, the current Council agreed to have staff once again retain the services of Englobe, formerly Crandall Engineering, to make adjustments for the resubmission of the grant application for the municipality. The FCM Asset Management grants are valued at \$50,000. The cost to the municipality after accessing the grant would be \$12,500. Having an Asset Management program in place will be a requirement in order to access future government infrastructure funding.

October 12, 2021

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

DATE OF NEXT MEETING – **October 25, 2021**

ADJOURN

It was moved by Councillor Thorne and seconded by Councillor O’Blenis to ‘*Adjourn the meeting.*’ MOTION CARRIED (8:13 PM)