

## **MINUTES OF DECEMBER 14, 2020**

### **REGULAR MEETING**

A regular meeting of Council was held December 14, 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 Kitchen and seconded by Councillor Campbell that '*The Minutes for the Council Meeting held on November 23<sup>rd</sup> be approved.*' MOTION CARRIED

### **MANAGER OF WORKS REPORT**

No report from Manager of Works this meeting.

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

No report from Department of Parks & Leisure this meeting.

### **URBAN/RURAL RIDES – Kelly Taylor, Executive Manager**

Appearing before Council to provide an annual report was Kelly Taylor, Executive Manager for Urban/Rural Rides, the service that provides needed transportation for a reasonable fee or, in some cases of low-income, is subsidized. She explained that even though the COVID-19 pandemic has made for a very challenging year due to evolving safety protocols, the service has remained active with the addition of free food bank and meal deliveries for the first time, along with medical-related calls only. Despite the global health crisis, in Salisbury the service has provided roughly the same number of rides this year, projected to be close to 800 by year's end, as it did pre-pandemic with 789 rides in 2019, making the village the most active in the network of communities served by Urban/Rural Rides. Salisbury has also seen three new drivers sign on. As an example of the reliability of the service locally, Council was told of how an individual in need of regular hospital visits made the decision to relocate to Salisbury from another New Brunswick community due to the presence of the dependable transportation provided by Urban/Rural Rides.

Kelly Taylor also made a point to thank the Village of Salisbury for reaching out to their organization early in the pandemic with offers of assistance.

Asked about funding sources, it was explained that in addition to direct municipal support such as what Salisbury provides in an annual grant, Urban/Rural Rides also receives significant funding from Southeast Regional Service Commission of \$50,000 annually, as well as funding through the New Brunswick Department of Social Development's Economic and Social Inclusion Corporation (ESIC). As for the direct contribution from the Village of Salisbury, it goes specifically towards subsidizing rides for residents of Salisbury.

At the conclusion of Kelly Taylor's presentation she was presented with a donation cheque of \$1,700 to Urban/Rural Rides from the Village of Salisbury, a grant for which a motion was made at the November 23<sup>rd</sup> meeting of Council.

Mayor Keating and Council expressed their thanks for the presentation and for the hard work performed by Urban/Rural Rides.

### **BUSINESS ARISING FROM MINUTES**

#### Erosion

No responses to report regarding pursuit of funding sources for Phase 2 of riverbank erosion mitigation project.

#### HR Services

Clerk working on final documents.

#### Railway Trestle (Bridge)

Nothing to report.

#### Municipal Plan & Zoning By-Law Review

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

It was moved by Councillor Kitchen and seconded by Councillor Campbell that '*Council give third and final reading by title to By-law No. 51, A By-law to Adopt the Village of Salisbury Zoning By-law.*' Councillor Kitchen proceeded to read By-Law No. 51 by title only. MOTION CARRIED

The next stage in this process; that is, prior to official enactment, is to have both by-laws receive Ministerial approval, for which they will be sent. The Registry Office will be the final step.

#### Safe Restart Agreement funding program for COVID-19 expenses

Clerk has been compiling information required for application for financial support from the Province and Ottawa under the Safe Restart Agreement, which aims to reimburse local governments for COVID-19 pandemic expenses. Some clarification is being sought. December 31<sup>st</sup> is the deadline to apply for this compensation. Council to make required motion at its meeting scheduled for December 29<sup>th</sup>.

**CORRESPONDENCE**

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

Southeast Regional Service Commission - Decision Re: application for variance

Letter from Southeast Regional Service Commission gives details of the November 25<sup>th</sup> decision at the meeting of the Southeast Planning Review and Adjustment Committee (or PRAC) in response to a variance request from the resident of PID 00816033. The application was for an increase in the maximum height and size of a garage from 4.6m to 5.2m in height, and from 84m<sup>2</sup> to 140m<sup>2</sup>. The PRAC approved the request, declaring that it is reasonable and meets the intent of the Municipal Plan and Zoning By-Law.

Southeast Regional Service Commission - November Development & Building Permits

Southeast Regional Service Commission issued two Development & Building Permits in November – one for the replacement of three above-grade egress basement windows, and the other for the replacement of two menu boards with digital menu boards.

Southeast Ec0360 - Request for communities/organizations to host glass drop-off depots

Eco360 wants to expand its glass recycling program and is looking for interested municipalities or non-profit organizations that are willing to host a glass drop-off depot. The goal is to establish drop-off sites that are easily accessible and require minimal supervision. The site-provider will be responsible for basic security of the bin and site maintenance. Eco360 will be responsible for signage, marketing, and educational information, as well as emptying the bin when contacted. The first phase of this project will be to have six of these bins placed throughout the Eco360 coverage area. The letter explained that selection of locations will be first come, first served and Eco360 is to be contacted if interested.

Council did not express interest in this because, as Mayor Keating commented, there is no suitable location for it on land owned by the municipality.

New Brunswick Environmental Network - Sponsorship request for Great Minds Think Outside program

New Brunswick Environmental Network is canvassing for sponsorships for a teacher-training program called Great Minds Think Outside, which focuses on creating safe outdoor spaces in which to teach. They say it not only increases students' activity and exposure to nature, it also helps combat the spread of COVID-19. These teacher training sessions prepare school staff with the skills they need to move their classes outdoors whenever they want.

Council is of the belief that to get involved in this program could be duplication, because the village is already working with the local middle/high school complex, through a separate local fundraising initiative, to achieve similar outdoor classroom-style settings.

**FIRE DEPARTMENT REPORT**

No report this meeting.

**RCMP REPORT**

No report this meeting. Will reach out to and remind them of future meetings of Council.

**MAYOR'S REPORT**

Southeast Regional Service Commission – On November 24<sup>th</sup>, attended SERSC Board of Directors meeting via Zoom video conferencing technology.

**COUNCILLORS' REPORTS**

**Councillor Bartlett**

Salisbury Public Library – Spoke with Manager of Works about plans for a new exterior sign for library. Noted that the sign will come in under budget. Also pleased of possibility of using solar power for sign illumination.

**Councillor Campbell**

Department of Works & Maintenance – On December 5<sup>th</sup>, met with Works to discuss 2021 plans.

**Councillor Kitchen**

Nothing to report at this time.

**CLERK'S REPORT**

Broadband Upgrades - Rural – Letter addressed to Mayor Keating was received from federal Women and Gender Equality and Rural Economic Development Minister Maryam Monsef regarding the now-launched Universal Broadband Fund (UBF), a national push to provide 98 per cent of Canada's population with access to high-speed internet by 2026 – an initiative with an overall project budget of \$1.75-billion, of which \$750-million was added in 2020. Municipal leaders nationwide are being urged to support and work with project applicants by providing ready access to passive infrastructure, such as utility poles, and necessary permits in effort to allow for successful and speedy implementation of resulting broadband projects. The letter notes that the deadline for the main intake of project submissions under the UBF is noon on February 15, 2021.

Animal Control – Current Animal Control Officer for the Village of Salisbury will not be reoffering for the position due to that individual's relocation. There have been discussions with New Brunswick SPCA about providing the service. Information to be forwarded to municipal legal counsel for advisement. Council also discussed the offer to make use of an online program for the sale of dog tags in 2021, but decided to instead remain with the status quo for dog tag sales.

Christmas – Due to COVID-19 pandemic and resulting public safety protocols, there will not be a Christmas Eve Open House at the Village Office this year.

COVID Alert Application Promotion – A national campaign is urging Canadians to download onto their smart devices the COVID Alert App.

Outdoor Rink – The Works department has constructed the outdoor rink on Douglas Street, helped by Salisbury Department of Parks & Leisure and volunteers including Salisbury Fire Rescue, who flooded it and will continue to do so a number of times in order to get the ice level to the required thickness. There is the possibility that the Village will hire a person to maintain the outdoor rink during the Winter months.

It was moved by Councillor Bartlett 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 – Land, Financial.**

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

**Land Acquisition**

It was moved by Councillor Campbell and seconded by Councillor Kitchen that *'The Village of Salisbury enter and sign a purchase and sale agreement with the owner of PID No. 70241583 and No. 70152392 in the village of Salisbury, County of Westmorland.'* MOTION CARRIED

**DATE OF NEXT MEETING – Tuesday, December 29, 2020**

It was noted that the meeting is expected to be brief, focusing only on necessary motions. Councillor Bartlett took the opportunity to thank his fellow members of Council for their patience as he joins these meetings using the Cisco Webex video-conferencing program. All of Council then took the opportunity to wish the community a Merry Christmas.

**ADJOURN**

It was moved by Councillor Kitchen and seconded by Councillor Campbell to *'Adjourn the meeting.'* MOTION CARRIED (8:45 PM)