

**SPECIAL MEETING OF COUNCIL
MONDAY, OCTOBER 5, 2015 AT 7:00 P.M.
COUNCIL CHAMBERS, TOWN HALL**

Public Special Meeting of Council - Staff Reports – 7:00 p.m.

In attendance were Mayor Robert Berry, Deputy Mayor Joyce O’Neil, Councillors Bruce Phinney, Ron Aiken, Bill Evans, Ron Corbett, Michael Tower and Shawn Mesheau. Also in attendance were CAO Phil Handrahan, Treasurer Michael Beal, Clerk Donna Beal, Assistant Treasurer/Assistant Clerk Mary Dixon, Manager Todd Cole, Tourism Manager Ron Kelly Spurles, and Senior Manager of Corporate Projects Jamie Burke.

Call Meeting to Order

Mayor Robert Berry called the meeting to order.

Councillor Mesheau requested that section 9(a) of the agenda be moved to the public section of the meeting. CAO Phil Handrahan explained that staff place certain items of the agenda in the In-Camera portion of the meeting as outlined in the Municipalities Act. Section 9(a) is in relation to a third party contract which falls under section 10.2(4) of the Municipalities Act. Mayor Berry noted that the agenda would remain as circulated.

MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR
MICHAEL TOWER THAT COUNCIL APPROVE THE AGENDA OF THE SPECIAL
MEETING OF COUNCIL AND CLOSED/IN-CAMERA MEETING OF COUNCIL OF
OCTOBER 5, 2015 AS CIRCULATED. MOTION CARRIED.

1. RFP# 2015 – Website Development

Senior Manager of Corporate Projects Jamie Burke noted an RFP for a new Town Website was issued on August 14, 2015. The RFP closed on August 31, 2015. Twenty-three proposals were submitted. A short-list of four proposals has been assembled, with presentations scheduled for October 5, 2015. Subsequently, a motion will be presented to Council at the Regular Council Meeting on October 13, 2015. It was noted that the Budget for the new Town Website was \$40,000 and that staff would provide Council with information on their recommendation via email for their information prior to the Regular Council Meeting of Tuesday October 13, 2015.

2. St. Paul’s Anglican Church Women – Parking Extension

Treasurer Michael Beal noted that a request was received for a temporary exemption (1) from the enforcement of By-Law 231(8.2) (2 hour Parking) on October 14, 2015 on Main Street in front of the Swan Pond. St. Paul’s Anglican Church is hosting there Deanery Annual Meeting at St. Paul’s Church, Main Street on this date. It was noted in the request that many of the attendees are in the senior age category with some having issues in walking certain distances. Mr. Beal noted that the 2 hour parking allocated on Main Street in front of the Swan Pond area, has a very high volume of parking throughout the week days during the Fall/Winter seasons. The problem arises with the inability to differentiate between vehicles included in the meeting and those which are not, severely limits the ability to properly enforce this By-Law. It was also noted that the number

of vehicle parking spots required is unknown. There also would be a possibility of extra costs due to manpower from Public Works to have the specific parking spots barricaded prior to and removed following the event with no guarantee that other individuals may park in this area several hours prior to 9:00 which would make any guarantee of reserving these spots improbable. By-Law No. 231 section 33 allows for “church purpose” parking on the north side of Main Street for a distance of 190 meters which could accommodate approximately 32 average size vehicles. Staff is recommending that this request not be granted for the reasons stated above. A discussion surrounding this request was had with staff pointing out that this kind of request had been received before but not granted. Council requested staff to touch base with the individuals making the request in order to seek out any additional information prior to a final decision.

3. By-Law No. 241 – A By-Law Relating to the Repeal of By-Laws of the Town of Sackville

Clerk Donna Beal noted that By-Law No. 171, A By-Law of the Municipality of Sackville Respecting the Establishment of Capital Reserve Fund was created prior to a revision to the regulations associated with the Municipalities Act whereby the creation and use of these funds are now all dealt with by a Resolution of Council rather than a By-Law. By-Law No. 241 was created to repeal By-Law 171. The Committee is recommending the Repeal of By-Law 171. This is a housekeeping item only. A motion will be brought forward at the October Council Meeting relating to 1st and 2nd reading of the repeal.

4. Flooding Initiatives

(a) Update re Aboideau

CAO Phil Handrahan noted that the Town Engineer has been meeting with Claude Robichaud of the Department of Agriculture and Lindon Miller of DTI on the terms of reference for the RFP to conduct a Sackville area Hydro technical Study. The purpose of the Study is to determine what is taking place with the flooding, causes of concern, problems contributing to the flooding and to develop possible solutions with budget cost estimates to rectify these flooding issues. The RFP was forwarded to three respected local engineering consulting firms with expertise in this area. The RFP submissions are due on October 5, 2015 with evaluation of RFP's to follow. The selected firm would conduct the study over the next few months which will also include meeting with DTI and CN to implement the study, establish a course of action, budget implications plus determine action/responsibility and funds required. Councillor Mesheau requested further information regarding the role of the Municipality to date, and CAO Phil Handrahan explained that at this point each party is responsible for their own property, the idea is to simply make sure none of the parties engage in work without the collaboration of the others at the table, so as to be a collective solution to the problem and not impede one another's efforts. CAO Phil Handrahan spoke to a side note that the Regional Service Commission is partaking in their own modeling in this area, in conjunction with the University de Moncton. It was felt unfortunate that the Municipality was not included in this study as they are directly affected. It is hoped the Regional Services will share the results of the modeling study for this area.

(b) National Disaster Mitigation Program – Letter of Support

CAO Phil Handrahan noted that as per the attached correspondence, the Department of Agriculture is spearheading an application for funding under the NDMP. They are seeking a letter of support and a financial contribution from all communities impacted by Dykes and aboideaus. The Town of Sackville has a large share of dykes and aboideaus within our Town (approx. 40-50% of study area). The Study is intended to evaluate our dykes and determine what type, size shape, etc., is necessary for the future to handle the rising sea level, storm surges to mitigate any possible breach of the dyke system in both NB and NS. This Study is to be funded 50/50 between Feds and the Provinces of NS/NB. The Provinces are seeking to have their portion offset from the communities. Therefore, in addition to a letter of support, the Town of Sackville is being asked to make a financial contribution towards the study, pending project approval. After the report was heard, Council engaged in a general discussion surrounding the particulars of the studies that have been done to date, those who have participated in studies of this nature for this area, and then questions surrounding why those compiling studies have not come together to collaborate. As well, it was agreed that a letter of support be sent out to the Province, noting the Municipality would not be allocating any funding at this point.

(c) Terms of Reference – Climate Change Adaptation Plan

Senior Manager of Corporate Projects Jamie Burke noted that EOS Eco Energy Inc., successfully received funding from the New Brunswick Environmental Trust Fund to complete a Climate Change Adaptation Plan for the Town of Sackville. In short, the intent of the plan is to contain a summary of the impacts and vulnerabilities that face our community, the priority areas and actions that we as a municipality should be taking, along with the resources and timelines needed for implementation. EOS then made a presentation to the Sustainability Committee to determine the relevance and importance of the Plan. The attached Terms of Reference note that there has already been a significant amount of research and consultation on climate change carried out in our community. Having clearly identified priorities and actions on issues such as flooding, highway closures, etc., outlined in one plan will help our municipality adapt moving forward. Furthermore, it will also demonstrate our commitment to climate change adaptation to senior levels of government who we will ultimately rely on for future funding. While these types of plans are valuable, it is important that a process be clearly identified and agreed to. The attached Terms of Reference set out the process and present a clear framework for the plan and the process used to create it. It is worth noting that aside from staff time and some incidental expenses (such as the use of town facilities) there is no cost to the Town of Sackville to create the adaptation plan. It is also worth noting that it is important that the Town support non-profit organizations in our community that endeavor to advance projects and initiatives that are in line with our corporate objectives and our key service delivery area. Based on community feedback, and now the development of these terms of reference, the idea is to move the community forward with the Climate Change Adaptation Plan, as we have already moved on several elements of it to date. A motion regarding the terms of reference will be prepared and brought forward at the October Council Meeting.

5. Ballfield Fencing

Manager Todd Cole noted that in the spring of 2015 the Programming and Special Events Department applied for a grant to help with the repairs to the ball field fences. The Facilities Department had \$12,000 in Capital to do this work. The work that was broken down between the light field and the minor field. The repairs to the fencing and backstop on the light field came to \$4,859 taxes in. The repairs to the fencing on the minor field came to \$3,991.16 taxes in. The work on the minor field did not include the replacement of the backstop as this would have put the budget for this work over. The backstop does need to be replaced within the next year or two, with the cost to replace it being \$7500. The Grant awarded to the Town was in the amount \$8500. Manager of Parks and Facilities Todd Cole then noted that staff are recommending that the Town move ahead with the Eastern Fence quote for the fencing, as well as some additional work on the dugouts in order to bring the total spent on this project to the full amount of the grant that we are eligible for. The end result is that with the grant contribution, there will not be any funds required in the 2016 Capital Budget that were originally thought to be needed, as the work is actually being all performed in the 2015 calendar year. A motion surrounding this will be brought forward at the October Council Meeting.

6. Mount Allison University's Environmental Issues Committee – Town Representative

CAO Phil Handrahan noted that the Mount Allison's Environmental Issues Committee is to include a representative of the Community to be appointed by the University's Vice President, Advancement. As a result the Vice President, University Advancement has contacted the Town asking that we recommend a community representative for the EIC. The past Executive Director of EOS Eco Energy, Mr. Tusz-King has recently resigned which leaves a vacancy. The Town Engineer has been asked to sit on the committee, and Dwayne has agreed due to the nature of the issues that are discussed that are relative to the municipality. He is looking forward to serving on this committee. Phil noted that it was recommended to have Engineer Dwayne Acton be added to the group. A list of committee member names was requested, and CAO Phil Handrahan noted that one would be provided.

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY
COUNCILLOR RON AIKEN THAT THE SPECIAL MEETING OF COUNCIL OF OCTOBER
5, 2015 BE ADJOURNED AND MOVE INTO THE CLOSED/IN-CAMERA MEETING OF
COUNCIL. MOTION CARRIED.