

**SPECIAL MEETING OF COUNCIL
MARCH 7, 2016 AT 7:00 P.M.
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor Robert Berry, Deputy Mayor Joyce O`Neil, Councillors Bruce Phinney, Ron Aiken, Bill Evans, Margaret Tusz-King, Ron Corbett, Mike Tower and Shawn Mesheau. Also in attendance were C.A.O. Phil Handrahan, Senior Manager of Corporate Projects, Jamie Burke, Manager of Recreation Programs and Events Matt Pryde, Town Engineer Dwayne Acton, Clerk Donna Beal, Fire Chief Craig Bowser, and Assistant Treasurer/Acting Assistant Clerk Mary Dixon.

Mayor Bob Berry called the meeting to order.

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY
COUNCILLOR SHAWN MESHEAU THAT COUNCIL APPROVE THE AGENDA FOR THE
SPECIAL MEETING OF COUNCIL OF MARCH 7, 2016 AS AMENDED. MOTION
CARRIED.

Councillor Bill Evans amended the agenda to request an addition to the end of the In-Camera section of the meeting, being an HR Update.

2. Ultramar (Tantramar Gas Bar) Request for Amendment to Zoning

Wendy Alder owner/operators of Tantramar Gas Bar Ltd., made a presentation to Council requesting an exception/amendment to the permitted uses under the Highway Commercial Zoning By-Law 212. As owners of Tantramar Gas Bar we would like to add a Robin's Donuts to our existing business which would include a drive thru window, which would require the amendment to the by-law. The Alder's noted what they felt were many benefits of drive-thrus. Wendy also noted some information about their business, the challenges they face, and how they fit competitively within the fuel supplying market in the Sackville area. She spoke to many of the challenges their business faces, and also noted that they felt at a disadvantage compared to two other gas stations located at exit 504 where Drive-Thrus are permitted which allows for "one stop shopping". In order to continue staying open they have to make some changes, and this option would give them the ability to continue, as well as to grow. It was also noted that they expect the addition to their business will provide local jobs for up to 5 Sackville Residents. The business is hoping to move forward for a May 2016 opening, however, the issue of Zoning would need to be addressed before that can happen.

Mayor Berry thanked Wendy Alder for her presentation and noted that Council would discuss this matter further.

CAO Phil Handrahan noted that at this point Council would need to decide if the applicant should get involved with the Planning Commission to move their request forward, if there is an appetite for consideration of an amendment or exemption for/from the zoning by-law. There was an applicant not long ago who was denied the addition of a drive-thru due to emissions and traffic flow, and this is something that Council will need to keep in mind when making their decision.

Councillor Mesheau wanted to know more about the applicant who was denied a few months ago. He also wanted to know if the current by-law was inhibiting commercial development, etc in the highway commercial zones in Town.

After some discussion, Wendy was instructed to make contact with Lori Bickford at the Planning Commission in order to move the application forward, so that it could be properly deliberated by Council at future meetings.

3. By-Law No. 249, A By-Law Relating to Heritage Conservation in the Town of Sackville (Motion to set date for Public Hearing)

MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR RON CORBETT THAT COUNCIL SET A PUBLIC HEARING DATE FOR MARCH 30, 2016 AT 7:00 P.M. IN COUNCIL CHAMBERS, 31 MAIN ST, SECOND FLOOR, SACKVILLE, NEW BRUNSWICK, FOR THE CONSIDERATION OF OBJECTIONS TO AMENDING BY-LAW NO. 249, BEING A BY-LAW TO AMEND BY-LAW NO. 219, TOWN OF SACKVILLE HERITAGE CONSERVATION AREA BY-LAW. MOTION CARRIED.

Councillor Shawn Mesheau asked, in regards to the revision of the draft, and where there have been new individuals appointed to the board, would it be in the best interests of the municipality to have some discussion with those individuals, etc before passing this motion and moving forward with another hearing?

Councillor Bill Evans responded that there were enough suggestions during the initial public hearing for changes to the amended by-law, thus requiring that another hearing be. The idea is to move forward with another hearing to hear additional suggestions, etc, and then to move forward with the readings of the bylaw. Changes can be made along the way, even if we are within the reading stages of the approval process, thus still allowing for new board members to have a voice on the matter. Roles and procedures were the original issues, not the bylaw itself, and so now we are moving on implementing those changes, etc with an opportunity to hear from the public additional suggestions, etc.

4. Fall Fair Noise By-Law Extension

Manager of Recreation Programs & Events Matt Pryde noted that each year the success of the Sackville Fall Fair depends on the approval of several motions by Council. In 2016, Recreation Programs and Events hopes to extend the Friday and Saturday night musical performances in the Tent from the traditional 12:00 a.m. to 1:00 a.m. This requires an exemption of By-Law No. 182, Section 5, the Noise By-Law; which currently does not allow for excessive noise after 11:00 p.m. By allowing this extension, the musical acts will be able to start later and Recreation Programs and Events feels that this will attract more people to the opening acts, which has traditionally suffered through low attendance. A motion will be brought forward at the Regular Council Meeting of March 14, 2016 for Council to consider.

Councillor Margaret Tusz-King asked if Sackville has ever extended the Noise by-law to longer than 12am for music events?

Councillor Bill Evans noted that if extending the by-law beyond 12am means that we can make the event more successful, then it will be a positive thing.

Councillor Bruce Phinney asked if Mr. Pryde knew what are other communities doing for their events? Matt Pryde said that he would look into it and get back to him.

5. Fire Department Capital Project SCBA – RFP

Fire Chief Craig Bowser noted that in 2015, Council approved the Fire Department's capital budget request for S.C.B.A. upgrades to meet the current NFPA 2014 standard. With this approval, the Fire Department has issued a tender to replace eight (8) Self Contained Breathing Apparatus and sixteen (16) 4500 psi Carbon Wrapped Cylinders. Tender #2016-05 was issued on Friday, February 19, 2016 and closed on Friday March 4, 2016. He spoke to the prices of the tenders received and the fact that the successful bidder came in slightly under budget. As well one of the two submission had been disqualified due to lack of provision of a bid bond as required through the tendering process. A motion to award tender number 2016-05 will be brought to the Regular Council Meeting of March 14, 2016 for Council to consider.

6. Tandem Dump Truck – Tender #2016-01

Town Engineer Dwayne Acton noted that in preparation to tender for a new Tandem Dump Truck discussions on the requirements of this new truck were done internally with both management, staff and mechanics to ensure that we were tendering on a truck to meet all requirements and needs for this new piece of equipment. During this process, the tendered specifications were established for the unit that we were looking to go out to tender on which was for the SUPPLY ONE (1) NEW NOT PREVIOUSLY USED 2016/2017 MODEL 60,000 LBS G.V.W. TANDEM DUMP TRUCK on January 22, 2016. There were six tender packages picked up during the tendering process and during the tender opening on February 24, 2016 we received 3 Tender bids which are noted in the attached Tender Minutes. Tender results were evaluated based on a rated criteria with a weighted point system. A tender score sheet was put together based on the criteria and weighted point system, which he explained to Council. After careful evaluation and weighting of each rated criteria category, the highest scoring unit was determined to be the new 2017 Freightliner Model M2-106 from Universal Truck and Trailer in Moncton, NB. The budgeted amount for the tandem dump truck approved by Council was \$150,000.00 and the recommended unit and low tendered amount was \$167,451.00 (net HST). This puts the truck over budget by \$17,451.00. After discussions with the Treasurer it is our recommendation that we proceed with the purchase of this unit at the tendered price and after the evaluation and tender closing of both Park Street reconstruction and Quarry Lane Reconstruction projects we re-evaluate our overall budget and if these projects come in under budget then we will utilize the savings to cover off the short fall for the tandem truck and if we are over budget we either cut back the Quarry Lane Project or we delay the Quarry Lane Project until 2017. A motion will be brought to the Regular Council Meeting of March 14, 2016 for Council to consider this particular item.

Councillor Shawn Mesheau asked Dwayne Acton to explain what has created the variance in the overall cost difference? Dwayne Acton responded that the biggest difference is the US dollar, when we consider the extended warranty, etc. That was the driving force behind the bids coming in over budget.

Councillor Ron Aiken inquired as to whether or not the company selected, where they are the 2nd

Lowest, would they be providing an item that was sub-par on quality from a technical perspective. Dwayne Acton responded that no this was not the case, it was just slight variations, that at the end result do not provide for a lower quality product.

Councillor Bill Evans asked if the ranking for the price meant that the lowest get the best score, to which Dwayne Acton responded that price was the starting point of the ranking system as a whole, but not the determining factor.

7. Sackville Visitor Guide Printing – Tender #2016-02

Senior Manager of Corporate Projects Jamie Burke reported that the tender for printing of the 2016 edition of the Sackville Visitor Guide was opened on February 18, 2016 at 11:00 a.m. There were six tenders received and the bids ranged from a maximum of \$12,608.54 (HST included) to a minimum of \$8,599.30 (HST included) from Advocate Printing of Dieppe, NB. A motion will be brought forward at the Regular Council Meeting of March 14, 2016 for Council to consider.

8. Gas Tax/Infrastructure

Town Engineer Dwayne Acton noted that the Gas Tax Funds for 2014-2018 program are estimated at \$1,937,524 and the recommendations at Capital Budget Discussions were to use for paving projects. 2014/15 amount to be used in 2015 is \$745,200 (Approved and Completed). The amount for 2016 is \$391,229, 2017 amount is \$391,229 and the 2018 amount is \$409,866. Town Engineer Dwayne Acton then provided recommended plan for 2016 to 2018 including Lorne Street, recommended plan for 2016-2016 excluding Lorne Street, Resurfacing projects subject to curb and gutters with a storm water management plans, resurfacing projects subject to complete reconstruction including utility renewals. A motion will be brought to the Regular Council Meeting of March 14, 2016 for Council to consider.

9. Declaration “Mountie Day”

Senior Manager of Corporate Projects Jamie Burke noted that staff have been in discussion with Mount Allison University to host a second annual Mountie Day. Last year’s inaugural event was a huge success in recognizing the importance of Mount Allison athletics in our community. While the event was spearheaded by the success of the Mounties Football Program, the day turned into a larger celebration about athletics in general and central role of student athletes. The 2015 event included a declaration by the Mayor, presentation to the Director of Athletics and Recreation, and was followed by a flag raising and reception at Town Hall on March 26 to coincide with the University’s Athletic Awards Night – the Night of the Mounties. In addition, the community – town staff included – were encouraged to wear garnet and gold on March 26 to show their support for Mount Allison Athletics. Staff are recommending that we dedicate March 31, 2016 as our second annual Mountie day, which is also the date of the University’s Athletic Awards Night. Staff will look to arrange a similar schedule for Mountie Day, as well as carry out promotional activities leading up to the event. The Director of Athletics and Recreation has agreed to be in attendance at the Regular Meeting of March 14, 2016 along with some student athletes to help mark the declaration and celebration. While Mountie Day will pay tribute to athletics as a whole, special mention will be given to the Mount Allison Women’s Basketball Team, who attended Nationals this year (as suggested by the Director of Athletics and

Recreation). A declaration will be drafted for the Mayor which will be read at the Regular Meeting of March 14, 2016.

10. Strategic Planning Services – RFP #2015-12

Senior Manager of Corporate Projects Jamie Burke explained as Council is aware, The Town's current Strategic Plan matured at the end of 2015. To ensure the corporation has a clearly set direction over the coming 5-years, an RFP for strategic planning services was issued on October 9, 2015. The RFP closed on October 26. Thirty-eight RFP packages were requested and thirteen proposals were submitted. Due to other priorities at the end of 2015, staff advised all those who submitted proposals that the review process would commence in early 2016. The proposals have now been evaluated and staff have assembled a short-list of three companies. However, prior to arranging interviews with the three companies, staff would like direction from Council on the timing and anticipated process for a new strategic plan. Given that the RFP process was initiated and received interest from a large number of companies, staff are suggesting that interviews be arranged during the first week of April, with a recommendation to award the work being prepared for the April 11, 2016 Regular Meeting. This would allow the work to commence in the spring, be carried out over the summer, and then be completed in the fall of 2016. This would see the process initiated under the current Council, and then completed after the municipal elections. Each of the three companies have been contacted to confirm that such a timeline works under their current commitments, and each company has confirmed their continued interest in our strategic planning services. Each company has also confirmed that the original price included in their submission is still accurate. If Council agrees with this approach, staff will continue with the selection process. A motion would subsequently be presented to Council in April to select one of the three companies to complete the work.

MOVED BY DEPUTY MAYOR JOYCE O'NEIL AND SECONDED BY COUNCILLOR SHAWN MESHEAU THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF MARCH 7, 2016 AND MOVE INTO THE CLOSED/IN-CAMERA PORTION OF THE MEETING. MOTION CARRIED.