

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

In attendance were Mayor John Higham, Deputy Mayor Joyce O’Neil, Councillors Allison Butcher, Ron Aiken, Andrew Black, Bill Evans, and Michael Tower. Also in attendance were CAO Phil Handrahan, Treasurer Michael Beal, Assistant Treasurer Mary Dixon, Senior Manager of Corporate Projects Jamie Burke, Manager of Recreation Programs & Events Matt Pryde, Manager of Parks & Facilities Todd Cole and Assistant Clerk Stacey Hicks.

Absent – Councillors Megan Mitton and Bruce Phinney

Mayor Higham called the meeting to order.

MOVED BY COUNCILLOR RON AIKEN AND SECONDED BY COUNCILLOR
BILL EVANS THAT COUNCIL APPROVE THE AGENDA OF THE SPECIAL MEETING
OF COUNCIL OF NOVEMBER 7, 2016. MOTION CARRIED.

1. Presentation – Mount Allison University

A presentation was made to Council by Mount Allison University’s Vice-President, Finance and Administration Robert Inglis. Mr. Inglis presented items of interest regarding the current environment, future considerations and challenges the University faces. Mr. Inglis reviewed their revenue generators as well as some of the expenses of the University. It was also noted that future projects for the University include the Barclay and Gairdner Buildings & Windsor Hall. On behalf of the University, Mr. Inglis thanked the Town for their support in working together on various projects and partnerships. Mayor John Higham thanked Mr. Inglis for his presentation to Council.

2. Presentation – Energy East Pipeline

A presentation was made to Council by Claire Neufeld and Will Balsler regarding the Energy East Pipeline. Ms. Neufeld and Mr. Balsler gave an overview on the details of the pipeline including the cost, the risks associated and the proposed jobs. The presenters requested a motion from Council denouncing the construction of the Energy East Pipeline which hadn’t been prepared yet but noted they would draft something and send along to Town staff.

3. UMN Annual Conference Reports

Mayor John Higham noted that the annual UMN Conference was held in Fredericton from September 30th – October 2nd, 2016 and asked Council to give their reports on the conference. Deputy Mayor O’Neil gave an overview of the written report she had submitted which was included in the package. Councillors attending also reported on various other aspects of the conference including the Sports Recreation Policy, the do’s and don’ts of dealing with the media presentation, UMN governance, NB Power’s presentation, the Strategic Plan, Gas Tax, the Zone 2 meeting, Resolutions and their overall experiences at this year’s conference.

4. By-Law No. 135, A By-Law of the Municipality Respecting Officials (Repeal)

Assistant Clerk Stacey Hicks noted that the Policy/By-Law Liaison meeting group met on October 20th, 2016 and reviewed By-Law No. 135, A By-Law of the Municipality of Sackville Respecting Officials. The group is recommending By-Law No. 135 be repealed as there is already By-Law No. 250, A By-Law Respecting the Duties and Powers of the CAO in place and would supersede By-Law No. 135. A Motion will be brought forward at the Regular Council Meeting of November 14, 2016 to give first and second reading.

5. Terms of Reference – Waterfowl Advisory Committee

Senior Manager of Corporate Projects Jamie Burke reported that the Waterfowl Park Advisory Committee had met on October 20, 2016 to review the draft Terms of Reference document that staff had prepared and presented to Council in September and after some minor revisions and clarification by a small working group, a consensus was reached. The document is now ready to be endorsed by Council and recommended that a motion be advanced at the Regular Council Meeting being held on November 14, 2016.

6. Roof Repair – Civic Centre

Manager of Parks & Facilities Todd Cole gave a brief explanation of the report regarding the roof repair at the Civic Centre. Several roofing companies had been contacted to look at the situation and provide a quotation and despite many attempts at obtaining quotes, it was noted that only two (2) were received with a recommendation to award the repairs to Evolution Roofing Ltd., from Dieppe, NB in the amount of \$9,440.00 which is well within the budgeted amount allowing the possibility of adding electrical heating cables in both valleys of the roof to prevent ice buildup during winter months. It was recommended that a motion be advanced at the Regular Meeting of Council being held on November 14, 2016.

7. Tender No. 2016-11 Ballfield Light Upgrades

Manager of Parks & Facilities Todd Cole noted the details of the report regarding the Chester Cole Memorial ball field lighting upgrades. Highlights included that the Town was successful in obtaining funding from Federal (ACOA) and Provincial government. Tender No. 2016-11 “Ballfield Light Upgrades” closed on November 1, 2016 @ 11:00 a.m. with the opening immediately following with 3 bids received. Recommendation that a motion be advanced at the November 14, 2016 Regular Council Meeting to award the tender to the lowest bidder, Black and McDonald Ltd., in the amount of \$30,898.00 plus H.S.T.

8. Town Hall Front Counter

Treasurer Michael Beal noted that evaluation of potential changes to the front counter area were being reviewed to ensure greater safety and security for the employees who work at the front desk. This work would include security glass around the opening at the front desk with a horizontal sliding window and one bottom hinged open window to give multiple options for serving the public, much like the front counter in the RCMP area plus improvements to the window glazing of the CAO's office. Quotes have been received by three companies with a recommendation that we proceed with a motion to award the work to the lowest bidder Division 8, Architectural Glass & Aluminum with the funds coming out of the 2016 Capital out of Revenue budget.

9. Upcoming Motions

There was nothing new to report on upcoming motions.

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 7, 2016 AND MOVE INTO THE CLOSED/IN-CAMERA MEETING. MOTION CARRIED.

Mayor

Clerk

Acting Assistant Clerk