

**SPECIAL MEETING OF COUNCIL
DECEMBER 5, 2016 AT 7:00 P.M.
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor John Higham, Deputy Mayor Joyce O'Neil, Councillors Bruce Phinney, Allison Butcher, Ron Aiken, Andrew Black, Bill Evans, Megan Mitton and Michael Tower. Also in attendance were CAO Phil Handrahan, Treasurer Michael Beal, Senior Manager of Corporate Projects Jamie Burke, Manager of Recreation Programs & Events Matt Pryde, Manager of Tourism & Business Development Ron Kelly-Spurles, Town Engineer Dwayne Acton, Fire Chief Craig Bowser, Press Katie Tower & Bruce Wark, Clerk Donna Beal and Assistant Clerk Stacey Hicks.

Mayor Higham called the meeting to order.

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY
COUNCILLOR BRUCE PHINNEY THAT COUNCIL APPROVE THE AGENDA OF THE
SPECIAL MEETING OF COUNCIL OF DECEMBER 5, 2016. MOTION CARRIED.

1. Presentation – Wild Wonder Sackville

Leanne Laracey & Agnes Koller of Wild Wonder Sackville presented information about their interest for nature-based learning. It was noted that Wild Wonders Sackville currently provides three streams of learning through Salem Elementary School, Trailblazers and hoping to soon be utilizing Forest Schools in the Sackville area. The group is currently seeking a location for the program and would be interested in exploring the possibility of using Municipal land such as by the reservoir or Beech Hill Park.

2. Presentation – Strategic Plan Consultants

Senior Manager of Corporate Projects Jamie Burke gave an introduction of the presentation, noting that we have currently been working on a Strategic Plan and that Eric Ryder of Sharp Group would be presenting the draft Strategic Plan. Mr. Ryder presented a process overview of the proposed draft Strategic Plan including the consultation process, our vision, our mission, our values, the project objectives along with the proposed strategic directions and explained how the balanced scorecard worked. Mr. Ryder thanked Mayor, Council, Staff and residents of the Town of Sackville.

3. Policy/By-Law

Clerk Donna Beal noted that the BIA By-Law has been in effect every year subsequent to 1987 and annually a revised By-Law comes forward in order to establish the rates for the coming year. Upon receipt of the final assessment numbers from the Province, their budget will be revised accordingly. Due to timeframes, it is recommended that first reading of the BIA, By-Law No. 242 take place during the Special Meeting of Council of December 5th so that they levy may be completed as part of the Town's 2017 budget.

By-Law No. 155, Regulating the Duties of the Town Solicitor and By-Law No. 156, Regulating the Duties of the Town Auditor were reviewed and it was found that the information contained in each of these By-Laws was very outdated and no longer accurate. Also, it was noted that the

information regarding the Solicitor and Auditor is referred within the Municipalities Act, as well as, with service agreements. A recommendation to proceed with By-Law No. 255, a By-Law to repeal both By-Law No. 155 and By-Law No. 156 will be coming forward at the Regular Council Meeting on December 12, 2016.

MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 254, A BY-LAW RELATING TO THE ESTABLISHMENT OF A SPECIAL BUSINESS IMPROVEMENT AREA LEVY IN THE TOWN OF SACKVILLE. MOTION CARRIED.

4. Thermal Imaging Camera Up-Date

Fire Chief Craig Bowser noted the important role that the Thermal Imaging Camera plays in the fire service and noted that the existing unit is now 10 years old and beginning to show its age. The replacement cost of a new unit would be in the range of \$16,000.00 Bullard Manufacturer has a refurbishment program whereby the imager is completely refurbished and with the latest most up to date software at a cost of \$6,499.99 plus H.S.T. In proposing this upgrade it has the same potential to offer us another possible 10 years of service time. A motion will be brought forward at the Regular Council Meeting of December 12, 2016 for Council to consider.

5. Recreation Master Plan

Manager Matt Pryde noted that in 2015 the Southeast Regional Service commission received funding to facilitate regional recreation planning in 2015 and 2016. Now in Phase II the Commission has commissioned Trace Planning and Design to develop a Recreation Master Plan for our region. Staff will continue to work with the Commission to ensure they have an opportunity to present the project to Council in the near future. Mr. Pryde also noted that a meeting with the consultants of the Recreation Master Plan is scheduled for this Wednesday if any Council members are interested in attending. Some of Council brought forward concerns over Regional Assets and it was noted that Mr. Pryde would forward an asset map to Council.

6. Sackville Sports Wall

Manager Matt Pryde noted that two of the Sackville Sports Wall of Fame Board of Directors terms expire on January 1, 2017. The current Board is recommending that Council consider appointing Gregor MacAskill and David Hicks as new members effective January 1, 2017 and expiring on June 30, 2020. A motion will be brought forward at the Regular Council Meeting of December 12, 2016 for Council to consider.

7. Sackville Sports Wall Governance Guidelines

Manager Matt Pryde noted that with the introduction of a new Council in May the structure of the Sports Wall of Fame Board of Directors has changed. During the previous Council the Mayor services as the Chair of the Board. The new structure, has seen two Councillors as assigned by the Mayor will be appointed to act as co-chairs and therefore this revising should be reflected within the Governance Guidelines. A motion will be brought forward at the Regular Council Meeting of December 12, 2016 for Council to consider.

8. Heritage Update

Senior Manager of Corporate Project, Jamie Burke gave an update on the Heritage Board since the adoption of the new By-Law in April 2016 such as the number of meetings, applications, grant applications, etc. In addition, Mr. Burke also noted that the board is set to be actively involved in the 2017 Heritage Week activities and signage improvements for the conservation areas will be explored in early 2017. Mr. Burke also noted that two of the Board members' appointments are set to expire at the end of December. It is recommended that Alexandre Clermont and Malcolm Fisher be reappointed to the board effective January 1, 2017 and expiring December 31, 2018. A motion will be brought forward at the Regular Council Meeting of December 12, 2016 for Council to consider.

9. Sustainable Sackville Report

Senior Manager of Corporate Project Jamie Burke, noted the adoption of an Integrated Community Sustainability Plan known as Sustainable Sackville. The plan – both a municipal and community blueprint for sustainable priorities was developed by the former Tantramar Planning District Commission. Six years have passed since the plan was adopted so I have attached a brief status update on each priority identified in the plan. Mr. Burke noted that the Town and Community have made considerable progress towards developing into a sustainable community as you will see when reviewing the attached status update.

10. Energy East Pipeline – Council Discussion

Council held a brief discussion with regards to proposing a motion which would be a symbolic gesture to the Province regarding the Energy East Pipeline as a result of a presentation made on this subject at the November 7, 2016 Special Meeting of Council.

11. Upcoming Motions

Treasurer Michael Beal spoke on the reserve fund transfers noting that Finance is currently going through a very detailed analysis on where we stand for 2016 and there may be upcoming motions at the December 12, 2016 Regular Council Meeting regarding transfers in or out of the reserve funds depending on the outcome of the analysis. Mr. Beal also extended a reminder of the December 6, 2016 Budget Meeting noting that the meeting would be a presentation of the Capital Budget for both General and Utilities.

MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY DEPUTY MAYOR JOYCE O'NEIL THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF DECEMBER 5, 2016 AND MOVE INTO THE CLOSED/IN-CAMERA MEETING. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk