

**COUNCIL MEETING OF  
MONDAY, AUGUST 14, 2017 AT 7:00 P.M.  
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor John Higham, Deputy Mayor Ron Aiken, Councillors Bruce Phinney, Allison Butcher, Andrew Black, Joyce O’Neil, 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 Parks & Facilities Todd Cole, Superintendent of Public Works Todd Hicks, Fire Chief Craig Bowser, Deputy Fire Chief Mike Green, Clerk Donna Beal, Assistant Clerk Stacey Hicks and Planner Lori Bickford.

Press Katie Tower & Bruce Wark and four (4) residents.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

Mayor Higham asked for a moment of silence in memory of Mr. Raymond Murphy, Executive Director of UMNb who recently passed after many years of dedicated service with UMNb.

2. APPROVAL OF AGENDA – Regular Council Meeting August 14, 2017

#17-149 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR JOYCE O’NEIL THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF AUGUST 14, 2017 AS CIRCULATED. MOTION CARRIED.

3. QUESTION PERIOD

A question period was held where questions arose surrounding a report submitted by resident, Sharon Hicks regarding Exit 506, particularly drive thrus and by-law amendments. Mayor Higham noted the zoning by-law amendment request was received by the previous Council and was presented at the very first meeting of the current Council to be acted on and was addressed by information supplied to Council at that time. Mayor Higham noted that information was received by various agencies and that it was a question of whether Council supported the amendment of the zoning by-law. In response to the question of whether Council will consider amendments in the form of restaurants with drive thrus at Exit 506, Mayor Higham noted that there are 2 steps; one being the question of infrastructure, and two, the existing zoning in that area. Mayor Higham indicated that this item would likely come back to Council in the future.

4. DISCLOSURE OF INTEREST

Mayor John Higham asked if there were any disclosures of interest to declare to which there were none at this time.

## 5. MINUTES

Approval of Minutes – Closed In-Camera Meeting – July 10, 2017

#17-150 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL ADOPT THE MINUTES OF THE CLOSED IN-CAMERA MEETING OF COUNCIL OF JULY 10, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Regular Council Meeting – July 10, 2017

#17-151 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF JULY 10, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – August 8, 2017

#17-152 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF AUGUST 8, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Closed In-Camera Meeting – August 8, 2017

#17-153 MOVED BY COUNCILLOR JOYCE O’NEIL AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL ADOPT THE MINUTES OF THE CLOSED IN-CAMERA MEETING OF COUNCIL OF AUGUST 8, 2017 AS CIRCULATED. MOTION CARRIED.

## 6. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

## 7. SOUTHEAST REGIONAL SERVICES

i) Regional Service Commission – Mayor John Higham  
Mayor Higham noted there was no meeting of the Regional Service Commission last month so there is nothing new to report at this time.

ii) Planning – Lori Bickford  
Tantramar Planner Lori Bickford noted the highlights within the Planning Report found on Page 18 of the Council Package.

## 8. REPORTS

### A) MAYOR'S REPORT

Mayor Higham noted that July continued to be a busy month with the following to report:

- Attended the Dorchester Sandpiper Festival/early NB Day activities and was able to have a brief chat with the Premier during these events.
- Continued conversations regarding Moloney and hoping to know more in the next couple weeks.
- Contacted by numerous non-profit groups throughout the month.
- Met with the Sackville Commons regarding several grants they are working on.
- Attended a tree planting to replace a tree that MTA Students had planted a few years ago, trying to recreate the same photo, although with some different people in the photo
- Attended the Rainbow Crosswalk painting on August 2, 2017, joined by several Councillors.
- Attended the annual NB Day events held.
- Ongoing correspondence with the High School Principal regarding students after graduation with further discussions planned for September once school commences for the year.
- Phone call regarding Stephen's Drive, a small portion that is not paved and staff are looking at the options.
- Contact with a Former Deputy Mayor regarding some movies of Lorne Street flooding and an offer to provide these to staff.
- Letter submitted to CN as a follow up to the meeting held during the FCM Conference in Ottawa.

### B) CAO REPORT – Phil Handrahan

CAO Phil Handrahan noted that his report could be found on page 19 of the Council Package. Mr. Handrahan noted that things continue to be busy in all Departments at the operational level which is evident in the reports being presented this evening. Mr. Handrahan also noted that the Town is experiencing a number of visitors enjoying Town landmarks, events and various experiential opportunities.

### C) Finance & Administration

Liaison Councillor Michael Tower and Councillor Ron Aiken

- i) Report from Finance and Administration

Councillor Michael Tower noted that the bills and payroll for the month of July could be found on pages 20 & 21 of the Council Package.

### BILLS AND PAYROLL – JULY 2017

#17-154 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF JULY 2017 AS FOLLOWS: GENERAL GOVERNMENT \$405,864.53; GENERAL CAPITAL \$783,197.05; UTILITY GOVERNMENT \$68,517.17; UTILITY CAPITAL \$2,794.50; AND SALARIES \$333,458.38. MOTION CARRIED.

Deputy Mayor Ron Aiken noted that the Finance Report could be found on page 22 of the Council Package, including the By-Law and Animal Control Reports and read highlights of the report. It was noted that Financial Statements are included to July 31, 2017. It was also noted that an application under the FCM Asset Management Plan funding to perform the Asset Management Plan as well as our Tangible Capital Asset Policy, Asset Management Policy, Condition Assessment and an Asset Management Maturity Assessment has been submitted. Staff will begin working on 2018 Budget process in late August and into September. Staff are currently finalizing the job description and advertising for the position of Assistant Treasurer.

D) Tourism & Business Development

Liaison Councillor Megan Mitton and Councillor Ron Aiken

i) Report from Tourism & Business Development

Deputy Mayor Ron Aiken gave a brief overview of the highlights found within the Tourism & Business Development Report on page 29 of the Council Package including the VIC numbers for July. Deputy Mayor Aiken also noted the department's participation in the Area 506 Festival, as well as, a conference call meeting with the Cultural Coast. The department continues to work on the Highway sign replacement, Move to Sackville and Sackville Tourism videos, and creating a business package for people who contact the Town regarding starting a business, anticipating initial rough videos and a business package to be ready in early fall. It was also noted that a Kite Experience Day will be held in the Waterfowl Park on August 26, 2017 to celebrate the completion of the TransCanada Trail.

E) Public Property & Facilities

Liaison Councillor Bruce Phinney and Councillor Michael tower

i) Report Public Property & Facilities

Councillor Michael Tower noted the highlights of the report found on page 32 of the Council Package. It was noted that Public Works staff finished the painting of crosswalks, directional arrows, parking spaces, etc. The Utility Department worked on some minor repairs and maintenance, as well as, ongoing monitoring of the water and wastewater systems. The Engineering Department and WSP have finalized the design and drawing for the Bridge Street lift station project and continue to work with Crandall Engineering on the Lorne Street Reconstruction Project. With regard to area Parks, the Beech Hill Park potable water continues to be tested weekly and washrooms are open for the public in Bill Johnstone Memorial Park.

#17-155 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL AUTHORIZE THE TRAIL IMPROVEMENTS FOR THE SECTION OF TRAIL LEADING FROM THE TRHS PARKING LOT DOWN TO THE RAIL BED TO BEACH HILL LANDSCAPING IN THE AMOUNT OF \$8,050.00 HST INCLUDED SUBJECT TO THE TOWN RECEIVING WRITTEN CONFIRMATION FROM THE NEW BRUNSWICK DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE. MOTION CARRIED.

#17-156 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL AWARD TENDER NO. 2017-14 FOR ONE PRE-ENGINEERED STORAGE BUILDING TO THE LOWEST BIDDER MARI-TECH CONSTRUCTION LTD., MONCTON, NB IN THE AMOUNT OF \$371,011.39 HST INCLUDED. AYE VOTES WERE RECORDED FROM DEPUTY MAYOR RON AIKEN AND COUNCILLORS BRUCE PHINNEY, ALLISON BUTCHER, ANDREW BLACK, BILL EVANS, MEGAN MITTON AND MICHAEL TOWER. A NAY VOTE WAS RECORDED FROM COUNCILLOR JOYCE O'NEIL. MOTION CARRIED.

#17-157 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL GRANT THE TEMPORARY STREET CLOSURE OF YORK STREET FROM SALEM STREET TO LANSDOWNE STREET ON THURSDAY AUGUST 31, 2017 FROM 3:30 PM TO 4:00 PM FOR THE MOUNT ALLISON UNIVERSITY COMMENCEMENT CEREMONIES. MOTION CARRIED.

#17-158 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL APPROVE THE INSTALLATION OF FOUR MADD SIGNS, ONE TO BE LOCATED AT THE THREE MAIN APPROACHES TO SACKVILLE – EXIT 504, EXIT 506 ALONG WITH ROUTE 106, AS WELL AS AN ADDITIONAL SIGN AT SILVER LAKE. MOTION CARRIED.

#17-159 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL AWARD THE RFQ FOR EXIT 506 BEAUTIFICATION TO BEACH HILL LANDSCAPING, SACKVILLE, NB IN THE AMOUNT OF \$20,700.00 HST INCLUDED SUBJECT TO TOWN RECEIVING WRITTEN CONFIRMATION FROM THE NEW BRUNSWICK DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE. MOTION CARRIED.

#17-160 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL AWARD THE RFQ FOR THE SUPPLY AND INSTALLATION OF A NEW HIGHWAY SIGN TO ROADWAY SYSTEMS LTD., IN THE AMOUNT OF \$22,643.50 HST INCLUDED. MOTION CARRIED.

#17-161 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL AWARD THE RFQ FOR THE CONSTRUCTION OF A NEW 9-FOOT-HIGH OBSERVATION TOWER TO SACKVILLE GENERAL CONTRACTORS LTD., IN THE AMOUNT OF \$24,127.00 HST INCLUDED. MOTION CARRIED.

- F) Recreation Programs & Events  
Liaison Councillor Allison Butcher and Councillor Bruce Phinney
  - i) Report Recreation Programs & Events

Councillor Allison Butcher gave a brief overview of the highlights found within the report on page 36 of the Council Package. Councillor Butcher noted that the Street Chalk Art Festival will take place on August 25-26, 2017. Also, summer programs have been well attended and the New Brunswick Day celebrations saw close to 500 people in attendance at the Bill Johnstone Park.

#17-162 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL GRANT THE TEMPORARY STREET CLOSURE OF YORK STREET FROM SALEM STREET TO MAIN STREET, AS WELL AS MAIN STREET FROM YORK STREET TO TOWN HALL FROM APPROXIMATELY 5:45 P.M. TO 6:00 P.M. ON OCTOBER 12, 2017 TO ACCOMMODATE THE PRIDE PARADE. MOTION CARRIED.

- G) Public Safety  
Liaison Councillor Joyce O'Neil and Andrew Black
  - i) Fire/EMO, RCMP/CPO Report

Councillor Joyce O'Neil spoke to the highlights of the Fire/EMO report on page 39 of the Council Package and Councillor Andrew Black spoke to the highlights of the RCMP/CPO report beginning on page 40 of the Council Package.

Mayor Higham noted that an invite was extended to CAO Phil Handrahan and himself to attend a meeting with RCMP Commanding Officer, Larry Tremblay later this week and he will report back to Council on that meeting in the near future.

#17-163 MOVED BY COUNCILLOR JOYCE O'NEIL AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL AUTHORIZE THE PURCHASE OF THREE (3) SETS OF STARFIELD LION BUNKER GEAR FROM MICMAC FIRE AND SAFETY SOURCE LTD., IN THE AMOUNT OF \$10,177.50 HST INCLUDED. MOTION CARRIED.

- H) Policy/By-Law  
Liaison Councillor Andrew Black and Councillor Bill Evans
  - i) Report Policy/By-Law

Councillor Andrew Black noted the highlights of the Policy/By-Law Report found on page 43 of the Council Package. The group met on July 20, 2017 and the final draft of the Donations & Memorial Policy was reviewed. Also with the recent announcement from the New Brunswick Government regarding the freeze in property assessments in 2018, a resolution was crafted and a motion will be coming forward.

#17-164 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL APPROVE THE DONATIONS & MEMORIAL POLICY, POLICY NO. 2017-04. MOTION CARRIED.

**UMNB RESOLUTION**

#17-165 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT WHEREAS THE NEW BRUNSWICK GOVERNMENT RECENTLY ANNOUNCED ITS INTENTION TO IMPLEMENT A FREEZE ON PROPERTY ASSESSMENT FOR 2018, EXCEPT FOR NEW CONSTRUCTION AND RENOVATIONS ON TAX ; AND

WHEREAS THE GOVERNMENT PLANS TO INTRODUCE THE NEW LEGISLATION THIS FALL; AND

WHEREAS THIS HAS SIGNIFICANT FINANCIAL IMPLICATIONS ON ALL MUNICIPALITIES IN NEW BRUNSWICK AS PROPERTY ASSESSMENT TAX IS THE PRIMARY SOURCE OF REVENUE; AND

WHEREAS THE PROPERTY TAX ASSESSMENT FREEZE WILL RESULT IN A SIGNIFICANT LOSS OF REVENUE THAT MAY ADVERSELY AFFECT THE QUALITY AND PROVISION OF PROGRAMS AND SERVICES FOR OUR RESIDENTS; AND

WHEREAS THE GOVERNMENT DID NOT CONSULT WITH MUNICIPALITIES ON THE EFFECTS OF SUCH A POLICY CHANGE OR EXPLORE OTHER OPTIONS.

NOW THEREFORE, BE IT RESOLVED THAT THE TOWN OF SACKVILLE URGES UMNB TO MEET WITH THE GOVERNMENT TO REPRESENT NEW BRUNSWICK MUNICIPALITIES ADVOCATING THE PROVINCIAL GOVERNMENT TO CONSIDER ANOTHER OPTION OR AMENDMENT OTHER THAN THE PROPOSED PROPERTY TAX ASSESSMENT FREEZE IN 2018 AS OUTLINED SUCH THAT MUNICIPALITIES ARE ABLE TO SUSTAIN A STABLE SOURCE OF REVENUE TO DELIVER THE MUNICIPAL PROGRAMS AND SERVICES TO OUR CITIZENS. MOTION CARRIED.

**UMNB RESOLUTION**

#17-166 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT WHEREAS THE NEW BRUNSWICK DEPARTMENT OF ENVIRONMENT AND LOCAL GOVERNMENT HAS RECEIVED THE MCKENDY REPORT ON “IMPROVING REGIONAL SERVICE COMMISSIONS IN NEW BRUNSWICK” AND IS CURRENTLY CONSULTING WITH THE REGIONAL LEVELS OF GOVERNMENT, AND

WHEREAS, THE DELIVERY AND COSTS OF LOCAL SERVICES AND PROGRAMS BEING DELIVERED BY REGIONAL GOVERNMENTS HAS SIGNIFICANT IMPLICATIONS FOR LOCAL COMMUNITIES, AND

WHEREAS THERE HAS NOT BEEN ANY COMMUNICATION ON THIS MATTER WITH THE LOCAL GOVERNMENTS AND NO INDICATION OF AN INTENT TO CONSULT DIRECTLY WITH THE LOCAL MUNICIPALITIES,

NOW THEREFORE, BE IT RESOLVED THAT THE TOWN OF SACKVILLE HEREBY REQUESTS UMN B TO FORMALLY APPROACH THE NEW BRUNSWICK DEPARTMENT AND LOCAL GOVERNMENT TO ENGAGE IN CONSULTATION PROCESS WITH LOCAL MUNICIPALITIES ON THE EFFECTS AND IMPLICATIONS OF PROPOSED POLICY CHANGES AND BE OPEN TO EXPLORING OTHER VIABLE OPTIONS. MOTION CARRIED.

- D) Personnel  
Liaison Councillor Bill Evans and Councillor Joyce O'Neil

Councillor Joyce O'Neil noted that a Personnel Meeting was held on August 3, 2017. Councillor O'Neil noted that as of the last pay period there were 37 permanent employees and temporary employees and 36 summer staff.

#17-167 MOVED BY COUNCILLOR JOYCE O'NEIL AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL AUTHORIZE THE FOLLOWING PEOPLE TO ATTEND THE UNION OF MUNICIPALITIES OF NEW BRUNSWICK CONFERENCE IN FREDERICTON, N.B. FROM SEPTEMBER 29, 2017 TO OCTOBER 1, 2017 AND REPORT BACK TO COUNCIL: MAYOR JOHN HIGHAM, DEPUTY MAYOR RON AIKEN, COUNCILLORS JOYCE O'NEIL, BRUCE PHINNEY, ALLISON BUTCHER, ANDREW BLACK, BILL EVANS, MEGAN MITTON AND MICHAEL TOWER. MOTION CARRIED.

- J) Corporate Affairs and Strategic Development  
Liaison Councillor Megan Mitton and Councillor Allison Butcher
  - (i) Report

Councillor Allison Butcher spoke to the highlights of the report found on page 56 of the package. Councillor Butcher noted that staff continue to assist the Engineering and Public Works Department on the Lorne Street Project, as well as, the Exit 506 Beautification Project. Staff are also progressing with the projects included in the Canada 150 funding and noted that early reports from the organizer of SappyFest 12 have indicated that the weekend was a great success.

#17-168 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE REQUEST FOR PROPOSAL OF CHRISTIAN TOTH, BROOKSIDE, NS FOR THE GEORGE STANLEY SCULPTURE IN THE AMOUNT OF \$52,900.00 HST INCLUDED. MOTION CARRIED.



#17-169 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL AUTHORIZE STAFF TO PROCEED WITH AN APPLICATION FOR FUNDING TO THE FEDERATION OF CANADIAN MUNICIPALITIES UNDER THE MUNICIPALITIES FOR CLIMATE INNOVATION PROGRAM AS DISCUSSED DURING THE IN-CAMERA MEETING OF AUGUST 8, 2017. MOTION CARRIED.

#17-170 MOVED BY COUNCILLOR MEGAN MITTON AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL ALL EASEMENTS, OPTIONS TO PURCHASE WHICH INCLUDES ALL NOTICES AND ADDITIONAL AGREEMENTS AND INSTRUMENTS REQUIRED TO COMPLETE THE TRANSACTIONS, AND ALL OTHER PERMANENT DOCUMENTS REQUIRED TO PURCHASE ALL PROPERTIES ASSOCIATED WITH PHASE I AND II, LORNE STREET RECONSTRUCTION/STORM WATER MITIGATION AS PRESENTED AT THE CLOSED IN-CAMERA MEETING OF THURSDAY AUGUST 10, 2017. MOTION CARRIED.

9. NEW BUSINESS

10. QUESTION PERIOD

A question period was held where questions on the following topics arose:

- Lorne Street Project - land transactions
- Where is EMO storage currently?
- Is there a Pedway project coming forward anytime?
- McKendy Report
- Exit 506 – Drive thrus & Beautification
- Crosswalk evaluations
- Bridge Street lift station project

Mayor Higham noted that staff would review the Bridge Street lift station project design and report back to Council.

CAO Phil Handrahan noted that in response to Ms. Alder’s question regarding the crosswalk evaluations, he would follow up with Town Engineer Dwayne Acton regarding the status and report back to Council.

11. ADJOURN

#17-171 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT THE REGULAR COUNCIL MEETING OF AUGUST 14, 2017 BE ADJOURNED. MOTION CARRIED.

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Mayor

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Clerk

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Assistant Clerk