

**COUNCIL MEETING OF  
TUESDAY, NOVEMBER 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 Tourism & Business Development Ron Kelly-Spurles, Engineer Dwayne Acton, Fire Chief Craig Bowser, Deputy Fire Chief Mike Green, Clerk Donna Beal, Assistant Clerk Stacey Hicks and Planner Lori Bickford.

Press Katie Tower and 3 residents, together with Michael Fox and members of one of his Mount Allison University classes.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

2. APPROVAL OF AGENDA

#17-201 MOVED BY COUNCILOR MICHAEL TOWER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF NOVEMBER 14, 2017 AS CIRCULATED. MOTION CARRIED.

3. QUESTION PERIOD

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

Resident Sharon Hicks requested that the Town consider crosswalks on Bridge Street to which Mayor Higham noted that the Town receives a number of crosswalk requests as well as some comments that the Town has too many crosswalks. Mayor Higham also noted that items such as crosswalks and many other topics are looked at during the budget process.

Dawn Richards, owner/operator of Bridge Street Children's Academy located on Bridge Street requested a crosswalk at the end of Churchill Ave. to which Mayor Higham noted that with the continued growth in that area, needs may change once the Infrastructure study is done and asked Town Engineer Dwayne Acton to review this item during the Exit 506 Study.

4. DISCLOSURE OF INTEREST

Mayor John Higham asked if there were any disclosures of interest to declare to which Deputy Mayor Ron Aiken noted that he would be removing himself from the meeting during the Policy/By-Law motion regarding the BIA.

## 5. MINUTES

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

#17-202 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF OCTOBER 10, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Closed/In-Camera Meeting of Council – October 24, 2017

#17-203 MOVED BY COUNCILLOR MEGAN MITTON AND SECONDED BY COUNCILLOR JOYCE O’NEIL THAT COUNCIL ADOPT THE MINUTES OF THE CLOSED IN-CAMERA SPECIAL MEETING OF COUNCIL OF OCTOBER 24, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – October 24, 2017

#17-204 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF OCTOBER 24, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – November 6, 2017

#17-205 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 6, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Closed/In-Camera Meeting – November 6, 2017

#17-206 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR JOYCE O’NEIL THAT COUNCIL ADOPT THE MINUTES OF THE CLOSED IN-CAMERA MEETING OF COUNCIL OF NOVEMBER 6, 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 John Higham asked Deputy Mayor Ron Aiken to speak on this item as he attended the meeting on his behalf this month.

Deputy Mayor Ron Aiken noted that there was a lot of discussion regarding the Town's position on the Tourism Destination Marketing plan and the motion passed at last month's Regular Council Meeting.

Mayor Higham noted that an upcoming meeting on the Regional Recreation Master Plan will be held on November 21<sup>st</sup>.

ii) Planning – Lori Bickford

Tantramar Planner Lori Bickford noted that the Planning Report could be found on page 18 of the Council Package and highlighted some of the details within the report.

8. PROCLAMATION – WORLD PANCREATIC CANCER DAY NOVEMBER 16, 2017

Mayor Higham proclaimed November 16<sup>th</sup> as World Pancreatic Cancer Day in the Town of Sackville and read the following proclamation:

**WHEREAS PANCREATIC CANCER IS ONE OF THE DEADLIEST CANCERS, WITH THE HIGHEST FATALITY RATE OF ALL CANCERS (93%);**

**WHEREAS PANCREATIC CANCER IS CURRENTLY THE 4<sup>TH</sup> LEADING CAUSE OF CANCER DEATHS IN CANADA AND IS PROJECTED TO BECOME THE 2<sup>ND</sup> LEADING CAUSE OF CANCER DEATH BY AS EARLY AS 2020;**

**WHEREAS THIS YEAR, THERE WILL BE AN ESTIMATED 5,500 CANADIANS DIAGNOSED WITH PANCREATIC CANCER AND 4,800 MORTALITIES IN CANADA THIS YEAR;**

**WHEREAS WHEN PANCREATIC CANCER IS GENERALLY DIAGNOSED IN THE LATE STAGES, 74 PERCENT OF PATIENTS DIE WITH THE FIRST YEAR, AND 92 PERCENT DIE WITHIN THE FIRST FIVE YEARS;**

**WHEREAS STUDIES SHOW THAT INCIDENCE AND DEATH RATES FOR PANCREATIC CANCER ARE INCREASING WHILE INCIDENCE AND DEATH RATES ARE DECLINING FOR MOST OTHER CANCERS;**

**WHEREAS CRAIG'S CAUSE PANCREATIC CANCER SOCIETY IS A CHARITABLE ORGANIZATION WHOSE MISSION IS TO PROVIDE SUPPORT AND INFORMATION TO THOSE WITH PANCREATIC CANCER AND THEIR FAMILIES, TO EDUCATE BOTH THE PUBLIC AND HEALTH PROFESSIONALS, AND TO RAISE FUNDS FOR INCREASED EDUCATION ABOUT PANCREATIC CANCER AND RESEARCH INTO EARLY DETECTION, EFFECTIVE TREATMENTS, AND BETTER QUALITY OF LIFE TO PATIENTS;**

**THEREFORE: I, JOHN HIGHAM, MAYOR OF THE TOWN OF SACKVILLE, DO HEREBY PROCLAIM NOVEMBER 16, 2017 AS WORLD PANCREATIC CANCER DAY IN THE TOWN OF SACKVILLE. I INVITE CITIZENS TO WEAR PURPLE ON NOVEMBER 16, 2017 IN SUPPORT OF PANCREATIC CANCER AWARENESS AND RESEARCH.**

## 9. REPORTS

### A) MAYOR'S REPORT

Mayor Higham noted that the month of October continued to be busy with the following items:

- Meeting with Carl Ward – discussion about interests within the Town
- Meeting with Rick Colbourne
- Meeting with Terra Beata and Moloney to discuss where things are at with both and will continue to liaise with each going forward.
- Liaison with Age Friendly Group noting that new ramps, similar to the ones on Bridge Street are being installed at the Boulton House and Carriage Factory.
- Meeting with MASU – discussion on student interest in the Town's development
- Meeting with ACOA regarding the economic development implications on the Sackville Schools 2020
- Colville Workshop Announcement
- Meeting with Horizon Health CEO Karen McGrath – discussions regarding our hospital and extra mural.
- Notice received from the Government that action on the flooding issues in the Westcock area will commence sometime next year.
- Meeting with FCM representatives in Ottawa regarding grants, specifically on the Tantramar Dykes
- Shared letter between Sackville, Amherst and Cumberland County regarding the Tantramar Dykes – receiving very good media coverage and a meeting with the Amherst Mayor & Cumberland County Warden will be held on Friday.

### B) CAO REPORT – Phil Handrahan

CAO Phil Handrahan noted that his report could be found on page 19 of the Council Package and noted some highlights found within the report.

### C) Finance & Administration Liaison Councillors Michael Tower and Ron Aiken

Deputy Mayor Ron Aiken noted that the bills and payroll for the month of October could be found on pages 20 & 21 of the Council Package.

i) **BILLS AND PAYROLL – OCTOBER**

#17-207 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF OCTOBER 2017 AS FOLLOWS: GENERAL GOVERNMENT \$553,513.60; GENERAL CAPITAL \$1,638,791.65; UTILITY GOVERNMENT \$54,300.60; UTILITY CAPITAL \$25,416.29; AND SALARIES \$207,097.84. MOTION CARRIED.

ii) **Report from Finance and Administration**

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.

#17-208 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE AGREEMENT WITH FCM FOR THE ASSET MANAGEMENT FUNDING APPROVED IN THE AMOUNT OF \$48,000. MOTION CARRIED.

#17-209 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL AUTHORIZE THE HIRING OF PUBLIC SECTOR DIGEST TO CREATE OUR TANGIBLE CAPITAL ASSET POLICY, CORPORATE ASSET MANAGEMENT POLICY AND ASSET MANAGEMENT MATURITY ASSESSMENT AT A TOTAL COST OF \$23,500 PLUS HST AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL ANY NECESSARY DOCUMENTS. MOTION CARRIED.

- D) **Tourism & Business Development**
  - Liaison Councillors Megan Mitton and Ron Aiken
  - a. **Report from Tourism & Business Development**

Councillor Megan Mitton gave a brief overview of the highlights found within the Tourism & Business Development Report on page 30 of the Council Package.

- E) **Public Property & Facilities**
  - Liaison Councillors Bruce Phinney and Michael Tower
  - a. **Report Public Property & Facilities**

Councillor Michael Tower noted the highlights of the Public Property and Facilities Report found on page 32 of the Council Package.

#17-210 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL AWARD TENDER NO. 2017-13 SUPPLY AND INSTALLATION OF TRAFFIC SIGNAL CONTROLLER AND CONTROLLER CABINET TO THE LOWEST BIDDER ROADWAY SYSTEMS LTD., IN THE AMOUNT OF \$36,512.50 HST INCLUDED. MOTION CARRIED.

#17-211 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR JOYCE O'NEIL THAT COUNCIL AUTHORIZE TANTRAMAR ELECTRIC LTD., TO PROCEED WITH THE REPLACEMENT OF THE MAIN BREAKER AT THE TANTRAMAR VETERANS MEMORIAL CIVIC CENTRE AT A COST OF \$14,892.50 HST INCLUDED. MOTION CARRIED.

#17-212 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AUTHORIZE THE CLOSURE OF FORD LANE AND WILLOW LANE ON FRIDAY, NOVEMBER 17, 2017 AND FRIDAY, DECEMBER 8, 2017 FROM APPROXIMATELY 5:00 P.M. TO MIDNIGHT TO ALLOW FOR THE OPERATION OF THE HORSE AND WAGON RIDES AND THE SET UP OF VENDOR TABLES DURING THE TWO MIDNIGHT MADNESS EVENTS. MOTION CARRIED.

F) Recreation Programs & Events

Liaison Councillors Allison Butcher and Bruce Phinney

- a. Report Recreation Programs & Events

Councillor Allison Butcher gave a brief overview of the highlights found within the report on page 35 of the Council Package.

G) Public Safety

Liaison Councillors Joyce O'Neil and Andrew Black

- a. Report Public Safety
  - Fire/EMO, RCMP/CPO

Councillor Joyce O'Neil spoke to the highlights of the Fire/EMO report on page 37 of the Council Package and Councillor Andrew Black spoke to the highlights of the RCMP/CPO report beginning on page 38 of the Council Package.

H) Policy/By-Law

Liaison Councillors Andrew Black and Bill Evans

- a. Report Policy/By-Law

Councillor Bill Evans noted that the Policy/By-Law Report could be found on page 41 of the Council Package.

Deputy Mayor Ron Aiken excused himself from the meeting.

#17-213 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 257, A BY-LAW RELATING TO THE ESTABLISHMENT OF A SPECIAL BUSINESS IMPROVEMENT AREA LEVY IN THE TOWN OF SACKVILLE. MOTION CARRIED.

Deputy Mayor Ron Aiken returned to the meeting.

I) Personnel

Liaison Councillors Bill Evans and Joyce O'Neil

a. Report Personnel

Councillor Joyce O'Neil noted that the Personnel Report could be found on page 45 of the Council Package.

#17-214 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE HIRING OF ELIZABETH HARTLING AS THE ASSISTANT TREASURER EFFECTIVE NOVEMBER 20, 2017. AYE VOTES WERE RECORDED FROM DEPUTY MAYOR RON AIKEN AND COUNCILLORS ALLISON BUTCHER, ANDREW BLACK, JOYCE O'NEIL, BILL EVANS, MEGAN MITTON AND MICHAEL TOWER. A NAY VOTE WAS RECORDED FROM COUNCILLOR BRUCE PHINNEY. MOTION CARRIED.

J) Corporate Affairs & Strategic Development

Liaison Councillors Megan Mitton and Allison Butcher

a. Report

Councillor Allison Butcher spoke to the highlights of the Corporate Affairs and Strategic Development Report found on page 46 of the package.

#17-215 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL A LEASE AGREEMENT WITH THE CANADIAN NATIONAL RAILWAY COMPANY PERTAINING TO 124 CRESCENT STREET IN ACCORDANCE WITH THE TERMS AND CONDITIONS AS PRESENTED TO COUNCIL AT THE CLOSED IN-CAMERA SPECIAL MEETING OF COUNCIL OF NOVEMBER 6, 2017. MOTION CARRIED.

10. NEW BUSINESS

#17-216 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL ALL DOCUMENTS WITH REGARD TO THE SETTLEMENT OF FILE NO. L-2015-06, AS OUTLINED AT THE CLOSED IN-CAMERA SPECIAL MEETING OF COUNCIL OF OCTOBER 24, 2017. MOTION CARRIED.

11. QUESTION PERIOD (Press First)

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

Press Katie Tower questioned whether the traffic controller and the Civic Centre Breaker were budgeted for and how much the budget was to which Town Engineer Dwayne Acton noted that the traffic controller was in the budget and came in a bit under budget although the Civic Centre Breaker was not budgets for.

Ms. Tower also asked about CN Lease and 124 Crescent Street to which Senior Manager Jamie Burke noted that he was unable to say much about the agreement at this time but it is to do with the Lorne Street land transactions and once completed the Town will be able to discuss more but at this time Mr. Burked noted that the Town have acquired 124 Crescent Street.

Resident Sharon Hicks asked for clarification on the project start up meeting with Ekistics and whether this was a public meeting to which CAO Phil Handrahan noted that this meeting is for staff to follow up on the tender. Ms. Hicks then asked when the study would be completed and Mr. Handrahan noted that we are looking to have it completed as quickly as possible but may run into the New Year.

Resident Sharon Hicks questioned the budget item of Sidewalk renewal and why it was not being used to which Town Engineer Dwayne Acton noted that there was not enough time to complete sidewalk renewals and the money will be requested for next year.

Deputy Mayor Aiken asked if foot traffic at different locations is assessed as part of the criteria for evaluating crosswalks which Town Engineer Dwayne Acton noted that in general, yes it would be reviewed, although we don't get specific counts but studies have also been done in the past.

12. ADJOURN

#17-217 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF NOVEMBER 14, 2017. MOTION CARRIED.

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Mayor

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Clerk

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Assistant Clerk