

**COUNCIL MEETING OF
MONDAY, DECEMBER 11, 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, Manager of Parks and Facilities Todd Cole, Superintendent of Public Works Todd Hicks, Fire Chief Craig Bowser, Deputy Fire Chief Walter Allen, Clerk Donna Beal, Assistant Clerk Stacey Hicks and Planner (Moncton Office) Kirk Brewer.

Press Bruce Wark and Katie Tower and two (2) residents.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

Mayor Higham made note of a couple items before approving the agenda:

Mayor Higham congratulated Town staff on winning the trophy back from Mount Allison University during the Town vs. Gown Charity Hockey Classic held on December 3rd at the Civic Centre.

Mayor Higham also called upon Deputy Mayor Ron Aiken for the Moonlight Madness Draw – Deputy Mayor Ron Aiken extended congratulations to E. Braid of Sackville, NB on winning the gift basket.

2. APPROVAL OF AGENDA

#17-218 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF DECEMBER 11, 2017 AS CIRCULATED. MOTION CARRIED.

3. QUESTION PERIOD

A question period was held where the following questions arose:

Resident Sharon Hicks asked a couple of questions regarding the Lorne St. project relative to funding, landscaping, public input and the retention ponds. Information was provided by Department Managers except for one of the funding questions where Treasurer Michael Beal stated he would get back to her with the information.

Mayor Higham raised several questions with Sharon Hicks on her recent email to Councillors and asked her to review her allegations of staff conduct and to advise the Mayor if further investigation is required.

4. DISCLOSURE OF INTEREST

Mayor John Higham asked if there were any disclosures of interest to declare. Deputy Mayor Ron Aiken noted that he would be removing himself from the meeting during the motions regarding the BIA.

5. MINUTES

Approval of Minutes – Regular Council Meeting – November 14, 2017

#17-219 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 14, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes –Special Meeting of Council – November 20, 2017

#17-220 MOVED BY COUNCILLOR JOYCE O’NEIL AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 20, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes –Special Meeting of Council – November 29, 2017

#17-221 MOVED BY COUNCILLOR MEGAN MITTON AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 29, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – December 4, 2017

#17-222 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF DECEMBER 4, 2017 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Closed In-Camera Meeting – December 4 2017

#17-223 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL ADOPT THE MINUTES OF THE CLOSED IN-CAMERA MEETING OF COUNCIL OF DECEMBER 4, 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 that during the last board meeting there were two significant items discussed:

The first item being the Regional Tourism Initiative, to which Mayor Higham noted that the Commission will be advancing the option regarding 50% funding which coincides with the motion passed by Town Council recently and also that they will be working on building relationships with the expertise in each of the Local Communities.

Mayor Higham noted the second item of interest that was discussed, as many are aware, the Regional Service Commission has recently increased their tipping fees of unsorted waste, particularly from local construction. This has led to an entrepreneur from Nova Scotia who has offered to purchase waste and take to a landfill in Nova Scotia. This could create numerous issues for the Regional Service Commission and as a result, an opposition letter has been submitted to the Province on this topic.

Deputy Mayor Aiken added that in New Brunswick waste can be shipped out of the Province and the control falls on what is incoming but Nova Scotia is the opposite.

Mayor Higham also noted that he would circulate the letter from the Regional Service Commission that was submitted to the Province to all of Council.

ii) Planning – Lori Bickford

Planner Kirk Brewer noted that the Planning Report could be found on page 20 of the Council Package and highlighted some of the details within the report.

SOUTHEAST REGIONAL SERVICES

Re: Rezoning Request from R2 to R3 for A 6 Unit Dwelling

#17-224 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT WHEREAS COUNCIL HAS CONSIDERED AN APPLICATION FROM SEAN DOUCETTE TO AMEND BY-LAW NO 244, THE “TOWN OF SACKVILLE ZONING BY-LAW” TO REZONE THE PROPERTY KNOWN AS PID 00968446 FROM R2 TO R3 TO PERMIT AN ADDITIONAL 6 UNIT DWELLING (FOR A TOTAL OF 12 UNITS).

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF SACKVILLE DIRECTS THAT AN APPROPRIATE BY-LAW BE PREPARED TO AMEND BY-LAW NO. 244, THE TOWN OF SACKVILLE ZONING BY-LAW AS IT PERTAINS TO THE ABOVE NOTED PROPERTY; THAT THE PROPOSED BY-LAW BE REFERRED TO THE SOUTHEAST PLANNING REVIEW AND ADJUSTMENT COMMITTEE FOR THEIR VIEWS; THAT THE

NOTICE OF INTENTION REQUIREMENTS OF THE COMMUNITY PLANNING ACT BE FULFILLED WITH RESPECT TO THE PROPOSED AMENDMENT, AND SETS THE COUNCIL MEETING ON **JANUARY 8, 2018** AT 7:00 PM IN THE COUNCIL CHAMBERS AT THE TOWN HALL, 31 MAIN STREET, 2ND FLOOR, SACKVILLE, N.B. AS THE DATE, TIME AND PLACE FOR THE **PUBLIC HEARING** OF CONSIDERATION OF OBJECTIONS TO THE PROPOSED BY-LAW. MOTION CARRIED.

#17-225 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL ACCEPT THE PROPOSED LANDS FOR PUBLIC PURPOSES AS IDENTIFIED ON THE AMENDING SUBDIVISION PLAN KENRIDGE PARK SUBDIVISION UNIT 1, PHASE 1.1 DATED AUGUST 18, 2016 IN EXCHANGE FOR RELEASING THE ABUTTING 3 METER STRIP FORMERLY DEDICATED AS LPP WHICH IS TO BE ADDED TO THE ABUTTING PROPERTIES AS INDICATED ON THE PLAN. THE REMAINING 562.4 M² IN EXCESS OF LPP REQUIREMENTS WILL BE CREDITED TOWARDS A FUTURE PHASE 3 OF THE KENRIDGE PARK SUBDIVISION. MOTION CARRIED.

8. REPORTS

A) MAYOR'S REPORT

Mayor Higham noted that the budget would be discussed later in the meeting but as a result of the information received just prior to the last budget meeting, the Town is seeing a 12M reduction in assessed value on property and notes that the Town is only receiving a small portion of assistance for this. Mayor Higham also noted he feels that this is solely the Province's issue and a letter has been written to the Minister voicing concerns over the matter but we have yet to receive a response. Mayor Higham also noted that a decision has been made to defer the budget for a bit longer in hopes of receiving a response to the letter.

Along with the budget, Mayor Higham noted a number of other items during the month:

- Various interview requests from Media (Global TV, News Radio Halifax, Tribune Post, etc.)
- Meetings & Correspondence regarding the Dykes
- Correspondence with Senator Olsen who is very active on the Dykes file
- TRHS Career Advisor Meeting
- Attended the Annual Employee Recognition and Fire Department Service Awards and extended congratulations to all those being recognized
- Contacted by the Department of Education to speak at a local meeting on Schools 2020 that is scheduled for next week.
- Attended the Waterfowl Park Lookout Tower ribbon cutting ceremony

Deputy Mayor Ron Aiken noted the following items during the month that he was involved with:

- Town vs. Gown Charity Hockey Classic puck drop
- Attended the Senate Medal presentations along with Councillor Mitton

- Attended the Business Holiday Mixer together with Councillor Mitton and noted that there were about 50-60 people in attendance.

B) CAO REPORT – Phil Handrahan

CAO Phil Handrahan noted that his report could be found on page 29 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 November could be found on pages 30 & 31 of the Council Package.

i) BILLS AND PAYROLL – NOVEMBER

#17-226 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF NOVEMBER 2017 AS FOLLOWS: GENERAL GOVERNMENT \$704,981.52; GENERAL CAPITAL \$488,548.28; UTILITY GOVERNMENT \$104,046.67; UTILITY CAPITAL \$47,373.62; AND SALARIES \$283,455.59. MOTION CARRIED.

ii) Report from Finance and Administration

Councillor Michael Tower noted that the Finance Report could be found on page 32 of the Council Package, including the By-Law and Animal Control Reports and read highlights of the report.

#17-227 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT ON THE 11TH DAY OF DECEMBER 2017 THE COUNCIL OF THE MUNICIPALITY OF SACKVILLE NB RESOLVED THAT PURSUANT TO PARAGRAPH 189 (4) OF THE MUNICIPALITIES ACT, THE TOTAL BUDGET FOR THE WATER AND SEWER UTILITY FOR THE ENSUING YEAR WOULD CONSIST OF TOTAL REVENUES OF \$1,903,708 AND TOTAL EXPENDITURES OF \$1,903,708. ADOPTED THIS 11TH DAY OF DECEMBER 2017 AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE BUDGET DOCUMENTS. MOTION CARRIED.

#17-228 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2017, OF \$105,644.26 FROM THE GENERAL CAPITAL RESERVE FUND TO THE GENERAL OPERATING BUDGET TO PAY FOR THE CAPITAL EXPENSE OF LAND PURCHASE. MOTION CARRIED.

#17-229 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2017, OF \$40,000 FROM THE UTILITY OPERATING BUDGET TO THE UTILITY CAPITAL RESERVE FUND. MOTION CARRIED.

#17-230 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2017, OF \$350,000 FROM THE GENERAL CAPITAL RESERVE FUND TO THE GENERAL OPERATING BUDGET TO PAY FOR THE CAPITAL EXPENSE OF LORNE STREET IMPROVEMENTS, PHASE 1. MOTION CARRIED.

#17-231 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ANDREW BLACK THAT THE MUNICIPALITY OF THE TOWN OF SACKVILLE SUBMIT TO THE MUNICIPAL CAPITAL BORROWING BOARD, AN APPLICATION FOR AUTHORIZATION TO BORROW OR GUARANTEE THE REPAYMENT OF MONEY BORROWED FOR A CAPITAL EXPENSE FOR THE TERMS AND AMOUNTS, AND AUTHORIZE THE MAYOR AND CLERK TO SIGN THE SAID DOCUMENT.

PROTECTIVE SERVICES

<u>BUNKER GEAR REPLACEMENT</u>	<u>\$</u>	<u>18,000</u>	<u>5 YEARS</u>
<u>SCBA UPGRADES</u>	<u>\$</u>	<u>120,000</u>	<u>5 YEARS</u>

TRANSPORTATION SERVICES

<u>ROAD RECONSTRUCTION</u>	<u>\$</u>	<u>200,000</u>	<u>10 YEARS</u>
<u>STORM WATER IMPROVEMENTS</u>	<u>\$</u>	<u>200,000</u>	<u>10 YEARS</u>

ENVIORNMENTAL HEALTH SERVICES

<u>WATER METER REPLACEMENT</u>	<u>\$</u>	<u>100,000</u>	<u>5 YEARS</u>
<u>LIFT STATION UPGRADES/REPAIRS</u>	<u>\$</u>	<u>20,000</u>	<u>5 YEARS</u>
<u>WATER TREATMENT PLANT UPGRADES</u>	<u>\$</u>	<u>30,000</u>	<u>10 YEARS</u>
<u>WATER AND SEWER RENEWALS</u>	<u>\$</u>	<u>242,000</u>	<u>10 YEARS</u>

TOTAL \$ 930,000

MOTION CARRIED.

#17-232 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR JOYCE O'NEIL THAT COUNCIL AUTHORIZE THE SETTLEMENT OF NON-CONNECTED WATER AND SEWER ACCOUNT NUMBERS 1440-155 AND 1440-157 AS PER THE RECOMMENDATION IN THE CLOSED IN-CAMERA MEETING OF MONDAY DECEMBER 4, 2017. MOTION CARRIED.

#17-233 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL ACKNOWLEDGE THE WRITING OFF THE ACCOUNT BALANCE FOR THE VACANT LAND OF NON-CONNECTED WATER AND SEWER ACCOUNT NUMBER 1440-163 BASED ON THE TAX SALE THAT TOOK PLACE FOR PID # 00894527 ON APRIL 25, 2016 AND AS PER THE PROVINCE OF NEW BRUNSWICK REAL PROPERTY TAX ACT REQUIREMENT. MOTION CARRIED.

- D) Tourism & Business Development
 - Liaison Councillors Megan Mitton and Ron Aiken
 - a. 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 41 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.

#17-234 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL ACCEPT THE 5-YEAR CAPITAL PLAN FOR DESIGNATED HIGHWAYS AS SUBMITTED AND AUTHORIZE THAT IT BE SUBMITTED TO THE DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE. 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 46 of the Council Package.

#17-235 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE CHANGES OF THE SACKVILLE ARTS WALL GOVERNANCE GUIDELINES AS PRESENTED AT THE SPECIAL MEETING OF COUNCIL ON MONDAY DECEMBER 4, 2017. MOTION CARRIED.

#17-236 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AUTHORIZE THAT THE FIRE CHIEF AS PART OF THE WINTERFEST EVENTS, COMPLETE AN APPLICATION TO PURCHASE FROM MAC FIREWORKS, A COMMERCIALY-ORGANIZED FIREWORKS DISPLAY AT BILL JOHNSTONE'S MEMORIAL PARK ON FRIDAY FEBRUARY 9, 2018 WITH A RAIN DATE OF SATURDAY FEBRUARY 10, 2018. MOTION CARRIED.

#17-237 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL AUTHORIZE THE CLOSURE OF FORD LANE FROM THE ENTRANCE TO BILL JOHNSTONE MEMORIAL PARK TO LANSLOWNE STREET ON THE EVENING OF FEBRUARY 9, 2018 FROM APPROXIMATELY 7:00 P.M. TO 9:30 P.M. WITH A RAIN DATE FOR FEBRUARY 10, 2018 FROM APPROXIMATELY 4:00 P.M. TO 6:45 P.M. TO ACCOMMODATE THE WINTERFEST FIREWORK'S SHOW. MOTION CARRIED.

#17-238 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE CONTRACT WITH PORT CITIES TO PERFORM AT THE 2018 FALL FAIR IN THE AMOUNT OF \$5,000.00 PLUS HST. MOTION CARRIED.

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 52 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 Andrew Black noted that the Policy/By-Law Report could be found on page 56 of the Council Package and noted the highlights of the report.

Deputy Mayor Ron Aiken excused himself from the meeting.

#17-239 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR MEGAN MITTON THAT COUNCIL GIVE SECOND READING SECTION BY SECTION 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.

#17-240 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL GIVE THIRD AND FINAL READING 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.

Finance & Administration

Liaison Councillors Michael Tower and Ron Aiken

#17-241 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR JOYCE O'NEIL THAT ON THE 11TH DAY OF DECEMBER 2017, THE COUNCIL OF THE MUNICIPALITY OF SACKVILLE, NB ENACTED BY BY-LAW THAT A BUSINESS IMPROVEMENT LEVY BE IMPOSED ON ALL NON-RESIDENTIAL PROPERTY WITHIN THE BUSINESS IMPROVEMENT AREA OF THE MUNICIPALITY THAT IS LIABLE TO TAXATION UNDER THE ASSESSMENT ACT. THE LEVY SHALL BE IN THE AMOUNT OF \$23,595.02 AND AT THE RATE OF \$0.20 AND THE COUNCIL HEREBY DIRECTS AND ORDERS THE MINISTER OF ENVIRONMENT AND LOCAL GOVERNMENT TO LEVY THE SAID AMOUNT PURSUANT TO PROVISIONS OF THE BUSINESS IMPROVEMENT AREA ACT AND AUTHORIZES THE MAYOR AND CLERK TO SIGN AND SEAL THE BUDGET DOCUMENTS. MOTION CARRIED.

Deputy Mayor Ron Aiken returned to the meeting.

Policy/By-Law

Liaison Councillors Andrew Black and Bill Evans

#17-242 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 259, COMMUNITY EMERGENCY PLANNING BY-LAW. MOTION CARRIED

I) Personnel

Liaison Councillors Bill Evans and Joyce O'Neil

a. Report Personnel

Councillor Bill Evans noted that the Personnel Report could be found on page 66 of the Council Package and read the highlights found within the report.

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 67 of the package.

Councillor Butcher spoke to the highlights of her report on the Creative Cities Summit in Halifax on pages 69 & 70 of the Council Package.

9. NEW BUSINESS

10. QUESTION PERIOD (Press First)

Press Katie Tower requested clarification on the budget approval to which it was noted that the budget would be submitted in early January 2018. Ms. Tower also asked if we are waiting on approval of the Capital Budget to which Treasurer Michael Beal noted that this doesn't get approved until the Operating Budget is approved but the amount of borrowing is in line with other years.

Press Bruce Wark requested clarification on the assessment figures and appeals, availability of the Mayor's letter regarding the budget and whether the budget has ever been deferred to January to which it was noted that it has not.

Resident Percy Best questioned whether Cattail Ridge to the overpass near Exit 506 will be paved in the near future to which Town Engineer Dwayne Acton noted that it is not on the priority list of roads that have been identified for Councils consideration to be completed for next year, however, it will continue to be evaluated and ranked accordingly.

11. ADJOURN

#17-243 MOVED BY COUNCILLOR JOYCE O'NEIL AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF DECEMBER 11, 2017. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk