

**SPECIAL MEETING OF COUNCIL
MONDAY, MARCH 5, 2018 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, Engineer Dwayne Acton, Superintendent of Public Works Todd Hicks, Fire Chief Craig Bowser, Clerk Donna Beal, Assistant Clerk Stacey Hicks and Planner Lori Bickford.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

2. APPROVAL OF AGENDA

MOVED BY COUNCILLOR JOYCE O’NEIL AND SECONDED BY COUNCILLOR
MICHAEL TOWER THAT COUNCIL APPROVE THE AGENDA OF THE SPECIAL
MEETING OF COUNCIL OF MARCH 5, 2018. AS CIRCULATED. MOTION CARRIED.

Public Special Meeting of Council, Public Reports and Staff Reports – 7:00 p.m.

**Call Meeting to Order
Motion to Approve Agenda**

1. Presentation – Age-friendly Advisory Committee

Jennifer Jarvis gave a presentation on behalf of the Age-friendly Advisory Committee on creating an Age-Friendly Sackville. Ms. Jarvis noted the Age-Friendly Movement, Supporting our Seniors, Steps to Age-Friendly Recognition, The Mayor’s Advisory Committee on Age-Friendly Community and Recommended Actions. It was noted that the Age-Friendly Movement considers such things as outdoor space/public buildings accessibility to all, transportation, housing, social participation, respect and social inclusion, civic participation and employment, communication and information and Community and health services. It was noted that Sackville is above average in senior population and also the rapid increase in dementia rates. Housing, transportation, social participation and civic participation and employment opportunities are just some ways in supporting seniors. It was also noted that the Mayor’s Advisory Committee on Age-Friendly Community Action Plan has already made some accomplishments and some others are underway. Also there is additional attention required in the need to engage in on-going education/engagement, initiatives in partnership with various individuals and groups and continued support of New Brunswick Age-Friendly designation. Recommended actions include raise awareness to eliminate stigma, building partnerships and coalitions, create safe spaces and funding which has been announced in the Federal Budget allocating 75 million dollars to New Brunswick as a pilot project. Mayor Higham thanks Jennifer Jarvis for the presentation and noted that Council will discuss this and get back in touch with the group over the next several weeks.

2. Presentation – Nature NB’s Work

Adam Cheeseman gave a presentation on Nature NB, a non-profit, charitable organization whose mission is to celebrate, conserve and protect New Brunswick natural heritage. Mr. Cheeseman noted that Nature NB’s main office is located in Fredericton but they recently expanded into the Sackville Region, with an office at the Sackville Commons. Nature NB works with various federated clubs and volunteer led nature kids clubs around the province. It also provides education in schools, daycares and community groups. Mr. Cheeseman noted that Nature NB holds an annual Festival of Nature, this year being held in Bathurst, NB from June 1-3, 2018 and encouraged everyone to check out the website for more information on this festival. Mr. Cheeseman also outlined Nature NB’s Climate Change Program whereby they are working with various groups and nature to adapt to climate change.

3. Rezoning Parson’s Investment

Planner Lori Bickford gave background on an application where the applicant is proposing to construct a new ambulance building off Robson Avenue - next to the Westmorland Animal Hospital. The attached draft site plan shows the location of the proposed NB EMS building. It should be noted that the property currently is much larger than the area shown on the site plan and will be undergoing the subdivision process. As the development of the Ambulance service is only involving a small portion of this property, only the portion involving the ambulance location is proposed to be rezoned. The remainder of the property would remain Highway Commercial. The proposed structure would contain two ambulance bays and the associated office area. Currently the property is zoned Highway Commercial which does not permit institutional uses. As Council is aware, the Exit 506 Land Use and Functional Planning Study is in a draft form. Within the report there appears to be support for the introduction of institutional uses to the highway commercial area, however there are some discrepancies between the proposed site plan building setbacks and those suggested within the draft study for Exit 506. The applicant is reviewing the issue of building setbacks with NB EMS. Ms. Bickford noted that Council may choose to pass the resolution to start the process of public engagement if they wish to consider the request to rezone the property to allow the ambulance service, or if Council does not wish to entertain this rezoning, the resolution may be denied.

4. EMO Building – Slab and In-Floor Heating

Town Engineer Dwayne Acton noted that as part of the Capital Budget process in 2017, council had awarded the contract to the lowest bid for tender # 2017-14 “Pre-Engineered Storage Building” to Maritech Construction Ltd. However, due to budget constraints the concrete slab for this project was deferred until later in 2017, if capital funds were available or deferred to the 2018 capital budget process. As additional 2017 capital funds were not available, we had to defer the slab installation until capital funding was considered by council under the 2018 capital budget process. The capital budget process for 2018 saw council approve capital funds to finish the concrete slab and add in-floor heating to this new storage facility. Therefore, we are looking to finish the tendered project by Maritech construction Ltd for the installation of the concrete slab as part of the previously tendered project, which is attached. In addition to the concrete slab, we had put together an in-floor heating system design with specification for this new facility, which was quoted by, two qualified local heating and plumbing contractors, as per the attached quotations.

With regards to the concrete slab, staff are recommending that council approve the supply and installation of the concrete slab, as tendered under tender# 2017-14 to Maritech Construction Ltd., in the amount of \$48,374.75 HST included and a motion will be brought forward at the Regular Council Meeting of March 12, 2018.

With regards to the in-floor heating, staff are recommending that council approve the supply and installation of the in-floor heating system as quoted for the new storage facility, to Sackville Plumbing and Heating Ltd., in the amount of \$17,568.55 HST included and a motion will be brought forward at the Regular Council Meeting of March 12, 2018.

Both the concrete slab and in-floor heating system fall within the allocated budget for this capital project.

5. Flushing Program extension with Aqua Data Atlantic

Town Engineer Dwayne Acton that as part of our APPROVAL TO OPERATE W-1489 for our drinking water treatment and distribution system, we are required to flush our water distribution systems utilizing a unidirectional flushing program on an annual basis. The Town in conjunction with AQUA DATA Atlantic had developed a unidirectional flushing program and process, that was submitted and approved by the DELG, several years ago. As a result of these requirements the Town has just completed a 5-year contract with AQUA DATA Atlantic for these services and we are looking to continue this service in the future.

As per the attached proposal from AQUA DATA Atlantic, they are prepared to continue to offer the current services for our unidirectional flushing program as follows:

Extension of contract for 1 Year only =	\$19,864.00	Plus HST
Extension of contract for 5 years =	\$18,772.00 / yr	Plus HST

NOTE: Pricing include the annual fee of \$1300.00 to Update and reprinting of books and please note that the proposed pricing for the 5 year contract is the same price as our previous 5 years.

A motion will be brought forward at the Regular Council Meeting of March 12, 2018 as per staff recommendation that council approve the extension of the unidirectional flushing program for 5 years to Aqua Data Atlantic Ltd. of Dartmouth, NS in the amount of \$18,772.00 plus HST per year.

6. Capital – Debenture

Treasurer Michael Beal that with year-end 2017 being nearing completion Borrowing requirements for 2017 Capital Projects are now required to be submitted to the Municipal Capital Borrowing Board. As previously noted in many Council reports it appears we will have received more Revenue in General than anticipated and several Departments came in under Budget expectations. This will allow us to charge more to Capital out of Revenue and reduce/eliminate 2017 Borrowing. With this and finalizing the 2017 numbers for the Audit we have provided the following review for 2017 Capital Expenses:

Total General Capital Expenses (Net of HST)	\$4,038,762.70
Less: Funds Received from Infrastructure	(\$2,212,422.12)

Less: Funds Received from Canada 150	(\$107,624.98)
Less: Other Grants/Donations from various	(\$26,323.52)
Net General Capital Expenses (Cost to Town)	\$1,692,392.08
Sources:	
Capital out of Revenue 2017 Budget	\$850,000.00
Capital Reserve Fund Transfer	\$455,644.26
Various additional Revenue Over Budgets	\$149,702.00
Various Departments under Budget	\$237,045.82
REQUIRED GENERAL CAPITAL BORROWING	\$NIL
Total Utility Capital Expenses (Net of HST)	\$2,486,262.16
Less: Funds Received from Infrastructure	(\$1,641,456.50)
Net Utility Capital Expenses (Cost to Town)	\$844,805.66
Sources:	
Capital out of Revenue	\$ 47,805.66
Long Term Borrowing	\$797,000.00
REQUIRED UTILITY CAPITAL BORROWING	\$ 797,000
TOTAL BORROWING GENERAL & UTILITY	\$ 797,000

As noted above for General Capital, we are funding Lorne Street Phase 1 which is 95% complete without borrowing for 2017. No new long-term debt will be issued in 2018.

Also, with Utility Capital we had borrowing limits of \$904,000 of which we will be using \$797,000 of this towards a long-term debenture.

A motion will be coming forward at the Regular Council Meeting of March 12, 2018 authorizing the debenture.

7. Anticipated Motions – Annual/Operation

Mayor John Higham noted that several operational motions would be coming forward at the March 12, 2018 Regular Council Meeting. Motions included Street Closures for Mount Allison Convocation and Commencement, Sackville Visitor Guide Printing Tender, Street Asphalt Patching Tender, Replacement of Bunker Gear, Replacement of Hoses and Nozzles and Disposal of the 2000 GMC C8500 Tanker. There will also be a Proclamation, proclaiming March 27th as Mountie Day.

MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY
COUNCILLOR MICHAEL TOWER THAT COUNCIL ADJOURN THE SPECIAL MEETING
OF COUNCIL OF MARCH 5, 2018. AS CIRCULATED. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk