

**COUNCIL MEETING OF  
TUESDAY, NOVEMBER 13, 2018 T 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 and Michael Tower. Also in attendance were CAO Phil Handrahan, Treasurer Michael Beal, Senior Manager of Corporate Projects Jamie Burke, Manager of Tourism & Business Development Ron Kelly-Spurles, Town Engineer Dwayne Acton, Superintendent of Public Works Todd Hicks, Fire Chief Craig Bowser, Clerk Donna Beal, Assistant Clerk Stacey Hicks and Planner Lori Bickford.

Also in attendance were Bruce Wark and approximately six (6) residents.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

2. APPROVAL OF AGENDA

#18-194 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY  
COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE AGENDA OF THE  
REGULAR COUNCIL MEETING OF NOVEMBER 13, 2018 AS CIRCULATED. MOTION  
CARRIED.

3. QUESTION PERIOD

A question period was held where the following questions arose:

Resident Keith Carter raised various concerns regarding railway drainage and the Lorne Street project. Mayor Higham and Mr. Acton responded to the various concerns raised.

Resident Merlyn Estabrooks questioned where the process was at regarding being interrupted by a member of Town staff while speaking with consultants from Crandall after their presentation held at the Special Meeting of Council on September 4, 2018. Deputy Mayor Ron Aiken addressed Mr. Estabrooks on the process and indicated we are looking to confirm a meeting date with you next week. Mr. Estabrooks also questioned why Mr. Acton has not returned his calls from over two years ago? Mayor Higham noted that residents can contact the CAO or Council at any time if staff are not responding to their calls.

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 on the BIA (Business Improvement Area Levy).

## 5. MINUTES

Approval of Minutes – Regular Council Meeting – October 9, 2018

#18-195 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR JOYCE O’NEIL THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF OCTOBER 9, 2018 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – October 22, 2018

#18-196 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF OCTOBER 22, 2018 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – November 5, 2018

#18-197 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 5, 2018 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Closed In-Camera Special Meeting of Council – November 5, 2018

#18-198 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL ADOPT THE MINUTES OF THE CLOSED/IN-CAMERA SPECIAL MEETING OF COUNCIL OF NOVEMBER 5, 2018 AS CIRCULATED. MOTION CARRIED.

## 6. BUSINESS ARISING FROM THE MINUTES

Mayor John Higham asked if there was any business arising from the minutes. There was none.

## 7. SOUTHEAST REGIONAL SERVICES

- i) Regional Service Commission – John Higham

Mayor John Higham noted that he attended a special meeting of the Strategic Committee and with the Executive of the Board where they spoke about the strategic priorities of the committee over the next year and the projects they will be focusing on.

Deputy Mayor Ron Aiken noted that he had attended the Southeast Regional Services meeting in October with a presentation from CAO Emanuel Machado of Gibsons, BC outlining details of their Municipal natural assets initiative. Deputy Mayor Aiken noted other items discussed including the capital budget, unsightly premises funding, and ECO360.

- ii) Planning – Lori Bickford

Planner Lori Bickford noted that the Planning Report could be found on page 16 of the Council Package and highlighted some of the details within the report.

## 8. REPORTS

### A) MAYOR’S REPORT

Mayor John Higham provided details of the Mayor’s Report for October and noted meetings, media requests, and events throughout the month.

### B) CAO’S REPORT

Phil Handrahan noted that his report could be found on page 17 of the Council Package, giving a brief overview of items and noting that many of the items would be highlighted within the Departmental Reports.

### 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 19 & 20 of the Council Package.

#### i) BILLS AND PAYROLL – OCTOBER

#18-199 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF OCTOBER 2018 AS FOLLOWS: GENERAL GOVERNMENT \$666,231.15; GENERAL CAPITAL \$492,781.25; UTILITY GOVERNMENT \$47,837.44; UTILITY CAPITAL \$0.00; AND SALARIES \$208,166.06. MOTION CARRIED.

#### ii) Report from Finance and Administration

Deputy Mayor Ron Aiken noted that the Finance Report could be found on page 21 of the Council Package, including the By-Law and Animal Control Reports and provided a brief overview of the highlights of the report.

### D) Tourism & Business Development Liaison Councillors Joyce O’Neil and Bruce Phinney a. Report from Tourism & Business Development

Councillor Joyce O’Neil noted highlights of the Tourism & Business Development Report on found on page 29 of the Council Package.

#18-200 MOVED BY COUNCILLOR JOYCE O'NEIL AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE QUOTE FROM HANSEN SIGNS FOR \$6,935.60 PLUS H.S.T. FOR THE FABRICATION OF THE POETRY ON POLES SIGNS, WAYFINDING SIGNS AROUND TOWN, EXTERIOR WELCOME SIGN AT THE CIVIC CENTRE AND WAYFINDING SIGNS INCLUDING TRAIL NAMES IN THE WATERFOWL PARK AND ALSO THE INSTALLATION OF THE WAYFINDING SIGNS AROUND TOWN AND THE EXTERIOR WELCOME SIGN AT THE CIVIC CENTRE. MOTION CARRIED.

E) Public Property & Facilities

Liaison Councillors Bruce Phinney and Michael Tower

a. Report Public Property & Facilities

Councillor Michael Tower gave a brief overview of the Public Property and Facilities Report found on page 31 of the Council Package.

#18-201 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL APPROVE THE TENDER SUBMISSION OF MILLER WASTE SYSTEM INC. TENDER NO. 2018-13 GARBAGE COLLECTION & DISPOSAL SERVICES AND AGREES TO ENTER INTO THE FIVE YEAR CONTRACT AS TENDERED BEGINNING JANUARY 1, 2019 AND ENDING DECEMBER 31, 2023 AT A COST OF PART 1A \$87.29 PER UNIT HST INCLUDED, 1B \$14.29 PER UNIT HST INCLUDED, 1C \$1.18 PER UNIT HST INCLUDED AND 1D \$8,365.28 HST INCLUDED LUMP SUM, AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE CONTRACT. MOTION CARRIED.

#18-202 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR JOYCE O'NEIL THAT COUNCIL AWARD TENDER NO. 2018-15 THE DISPOSAL OF THE 2002 CHEV ½ TON TRUCK SERIAL #1GCEC14W32Z260053 TO THE HIGHEST BIDDER TIM ROSE IN THE AMOUNT OF \$950.00 HST INCLUDED. MOTION CARRIED.

#18-203 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 23, 2018 AND FRIDAY, DECEMBER 7, 2018 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 MOONLIGHT MADNESS EVENTS. MOTION CARRIED.

F) Recreation Programs & Events

Liaison Councillors Allison Butcher and Bill Evans

a. Report Recreation Programs & Events

Councillor Bill Evans provided an overview of the highlights within the Recreation Programs & Events Report found on page 34 of the Council Package.

G) Public Safety

Liaison Councillors Joyce O'Neil

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

Councillor Joyce O'Neil briefly highlighted the Fire/EMO and RCMP/CPO report found on page 35 of the Council Package.

H) Policy/By-Law

Liaison Councillors Andrew Black

- a. Report Policy/By-Law

Councillor Andrew Black noted that the Policy/By-Law Report could be found on page 40 of the Council Package and noted the highlights of the report.

#18-204 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL GIVE SECOND READING SECTION BY SECTION TO BY-LAW NO. 263, A BY-LAW RESPECTING THE PROVISION OF MUNICIPAL POLICE SERVICES IN THE TOWN OF SACKVILLE. MOTION CARRIED.

BY-LAW NO. 263, TOWN OF SACKVILLE POLICING BY-LAW, A BY-LAW RESPECTING THE PROVISION OF MUNICIPAL POLICE SERVICES IN THE TOWN OF SACKVILLE

SECTION 1 – PURPOSE AND INTENT

SECTION 2 – TITLE

SECTION 3 – POLICE ESTABLISHMENT

SECTION 4 – DEFINITIONS

SECTION 5 – MANAGEMENT AND OPERATION OF THE MUNICIPAL POLICE FORCE

SECTION 6 – POLICE SERVICES

#18-205 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL GIVE THIRD AND FINAL READING TO BY-LAW NO. 263, A BY-LAW RESPECTING THE PROVISION OF MUNICIPAL POLICE SERVICES IN THE TOWN OF SACKVILLE. MOTION CARRIED.

Deputy Mayor Ron Aiken excused himself from the meeting.

#18-206 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 264, A BY-LAW RELATING TO THE ESTABLISHMENT OF A SPECIAL BUSINESS IMPROVEMENT AREA LEVY IN THE TOWN OF SACKVILLE. MOTION CARRIED.

#18-207 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL GIVE SECOND READING SECTION BY SECTION TO BY-LAW NO. 264, A BY-LAW RELATING TO THE ESTABLISHMENT OF A SPECIAL BUSINESS IMPROVEMENT AREA LEVY IN THE TOWN OF SACKVILLE. MOTION CARRIED.

BY-LAW NO. 264 A BY-LAW RELATING TO THE  
ESTABLISHMENT OF A SPECIAL BUSINESS IMPROVEMENT  
AREA LEVY IN THE TOWN OF SACKVILLE

BE IT ENACTED BY THE COUNCIL OF THE TOWN OF SACKVILLE UNDER THE AUTHORITY VESTED IN IT BY THE BUSINESS IMPROVEMENT AREAS ACT, S.N.B. 1985,C. B-10.2 AS FOLLOWS:

1. A SPECIAL BUSINESS IMPROVEMENT AREA LEVY IN THE AMOUNT OF TWENTY CENTS PER ONE HUNDRED DOLLARS (.20/100) OF ASSESSMENT FOR THE YEAR BEGINNING JANUARY 1, 2019 AND EVERY YEAR THEREAFTER, IS HEREBY IMPOSED ON ALL BUSINESS PROPERTIES WITHIN THE AREA DESCRIBED IN BY-LAW NO. 128 BEING A BY-LAW TO DESIGNATE AND ESTABLISH A BUSINESS IMPROVEMENT AREA WITHIN BOUNDARIES OF THE TOWN OF SACKVILLE.
2. PROCEEDS FROM THE LEVY IN THE AMOUNT OF TWENTY-THREE THOUSAND, FIVE HUNDRED AND NINETY-FIVE DOLLARS AND TWO CENTS (\$23,595.02) MAY BE REMITTED FOLLOWING RECEIPT BY THE TOWN OF SACKVILLE TO MAINSTREET REDEVELOPMENT SACKVILLE INC. FOR THE PURPOSES CONTAINED IN THE BUDGET SUBMITTED BY MAINSTREET REDEVELOPMENT SACKVILLE INC. AND APPROVED BY SACKVILLE TOWN COUNCIL ON DECEMBER 10, 2018.
3. UPON PASSING OF THIS BY-LAW, BY-LAW NO. 257 IS HEREBY REPEALED.

Deputy Mayor Ron Aiken returned to the meeting.

I) Personnel

Liaison Councillors Bill Evans and Andrew Black

a. Report Personnel

Councillor Andrew Black noted that the Personnel Report could be found on page 45 of the Council Package and read the highlights found within the report.

J) Corporate Affairs & Strategic Development

Liaison Councillors Ron Aiken and Allison Butcher

b. Report

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

10. NEW BUSINESS

11. QUESTION PERIOD (Press First)

Bruce Wark raised questions on whether there would be a new Burger King restaurant with a drive thru at Exit 504. Planner Lori Bickford confirmed that a building permit has been issued and a drive thru is permitted under the existing development agreement for that property, providing the existing conditions are met. Mr. Wark also questioned the additional funding required as a result of the EIA. Mr. Acton noted several additions in order to meet the EIA requirements. Mr. Wark also requested clarification on several items regarding the Lorne Street Phase II tender including whether the quarry retention pond had been eliminated, and whether the drawings were showing a walkway beside the sewage lagoon. Mr. Acton noted that Lorne Street Phase II has been scaled back so the quarry retention will be part of Phase III and that it is actually a service road beside the lagoons in the drawings, not a walkway.

12. ADJOURN

#18-208 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF NOVEMBER 13, 2018. MOTION CARRIED.

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Mayor

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Clerk

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Assistant Clerk