

**COUNCIL MEETING OF
MONDAY, DECEMBER 10, 2018 T 7:00 P.M.
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor John Higham, 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, Manager of Recreation Programs & Events Matt Pryde, Town Engineer Dwayne Acton, Superintendent of Public Works Todd Hicks, Manager of Parks & Facilities Todd Cole, Fire Chief Craig Bowser, Clerk Donna Beal, Assistant Clerk Stacey Hicks and Planner Lori Bickford.

Also in attendance were Bruce Wark and approximately five (5) residents.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

2. APPROVAL OF AGENDA

#18-209 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY
COUNCILLOR ANDREW BLACK THAT COUNCIL APPROVE THE AGENDA OF THE
REGULAR COUNCIL MEETING OF DECEMBER 10, 2018 AS CIRCULATED. MOTION
CARRIED.

3. QUESTION PERIOD

A question period was held where the following questions arose:

Resident Brian Lane asked various questions on the Fort Folly proposal that was spoke of during the Special Meeting of Council on December 3, 2018. Mayor Higham noted that at this time we have no specific details of the proposed development in that area. Mr. Lane also raised questions on Lorne Street Phase II, specifically whether the Town had commitments to acquire the Quarry land in discussion. Mayor Higham noted that discussions have been held however formal options to purchase would need to be addressed when project funding is secured, much like the property transactions on the Lorne St project. Mr. Lane raised questions on the procedures for going In-Camera and motions required. Mayor Higham noted that the reading of such motions to adjourn and go in camera may be less formal than the written motion sheet, however this item will be looked at to ensure the correct procedure is being followed.

4. DISCLOSURE OF INTEREST

Mayor John Higham asked if there were any Disclosures of Interest to Declare. There were none.

5. MINUTES

Approval of Minutes – Regular Council Meeting – November 13, 2018

#18-210 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 13, 2018 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – November 19, 2018

#18-211 MOVED BY COUNCILLOR JOYCE O’NEIL AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 19, 2018 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – December 3, 2018

#18-212 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF DECEMBER 3, 2018 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Closed In-Camera Special Meeting of Council – December 3, 2018

#18-213 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL ADOPT THE MINUTES OF THE CLOSED/IN-CAMERA SPECIAL MEETING OF COUNCIL OF DECEMBER 3, 2018 AS CIRCULATED. MOTION CARRIED.

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

#18-214 MOVED BY COUNCILLOR JOYCE O’NEIL AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF DECEMBER 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 Deputy Mayor Ron Aiken, who was unable to attend tonight’s Regular Council Meeting had attended the last Southeast Regional Services Commission Meeting. Mayor Higham noted that the meeting consisted of the 3 motions that were noted at the last Regular Council Meeting in November and they were all passed and actions are underway.

ii) Planning – Lori Bickford

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. REPORTS

A) MAYOR'S REPORT

Mayor John Higham provided details of the Mayor's Report for November 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 19 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

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

i) BILLS AND PAYROLL – NOVEMBER

#18-215 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF NOVEMBER 2018 AS FOLLOWS: GENERAL GOVERNMENT \$299,747.13; GENERAL CAPITAL \$347,331.97; UTILITY GOVERNMENT \$111,068.73; UTILITY CAPITAL \$0.00; AND SALARIES \$297,457.21. MOTION CARRIED.

ii) Report from Finance and Administration

Councillor Michael Tower noted that the Finance Report could be found on page 22 of the Council Package, including the By-Law and Animal Control Reports and provided a brief overview of the highlights of the report.

#18-216 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT ON THE 10TH DAY OF DECEMBER 2018 THE MUNICIPALITY OF SACKVILLE NB RESOLVED THAT THE SUM OF \$10,991,183 BE THE TOTAL OPERATING BUDGET OF THE MUNICIPALITY, THAT THE SUM \$9,900,318 BE THE WARRANT FOR THE MUNICIPALITY FOR THE ENSUING YEAR AND THAT THE TAX RATE FOR THE MUNICIPALITY BE \$1.5600. THAT THE COUNCIL ORDERS AND DIRECTS THE LEVYING BY THE MINISTER OF ENVIRONMENT AND LOCAL GOVERNMENT OF SAID AMOUNT ON REAL PROPERTY LIABLE TO TAXATION UNDER THE ASSESSMENT ACT WITHIN THE MUNICIPALITY OF SACKVILLE NB. ADOPTED THIS 10TH DAY OF DECEMBER 2018 AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE BUDGET DOCUMENTS. MOTION CARRIED.

#18-217 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR JOYCE O'NEIL THAT COUNCIL AUTHORIZE THE ALLOCATION FOR THE SOUTH EAST REGIONAL SERVICE COMMISSION FOR THE 2019 BUDGET YEAR AS FOLLOWS:

<u>SOLID WASTE SERVICES</u>	<u>\$107,954</u>
<u>LOCAL PLANNING SERVICES</u>	<u>\$211,215</u>
<u>COOPERATIVE AND REGIONAL PLANNING</u>	<u>\$ 4,325</u>
<u>REGIONAL DESTINATION MARKETING</u>	<u>\$ 3,609</u>

MOTION CARRIED.

#18-218 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT ON THE 10TH DAY OF DECEMBER 2018 THE COUNCIL OF THE MUNICIPALITY OF SACKVILLE NB RESOLVED THAT PURSUANT TO PARAGRAPH 117 (4) OF THE LOCAL GOVERNANCE ACT, THE TOTAL BUDGET FOR THE WATER AND SEWER UTILITY FOR THE ENSUING YEAR WOULD CONSIST OF TOTAL REVENUES OF \$1,949,610 AND TOTAL EXPENDITURES OF \$1,949,610. ADOPTED THIS 10TH DAY OF DECEMBER 2018 AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE BUDGET DOCUMENTS. MOTION CARRIED.

#18-219 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2018, OF \$190,000.00 FROM THE GENERAL OPERATING BUDGET TO THE GENERAL CAPITAL RESERVE FUND. MOTION CARRIED.

#18-220 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2018, OF \$111,000 FROM THE UTILITY OPERATING BUDGET TO THE UTILITY CAPITAL RESERVE FUND. MOTION CARRIED.

#18-221 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS 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>24,000</u>	<u>5 YEARS</u>
<u>SCBA UPGRADES</u>	<u>\$</u>	<u>50,000</u>	<u>5 YEARS</u>
<u>NEW EXTRACATION TOOLS</u>	<u>\$</u>	<u>64,000</u>	<u>5 YEARS</u>

ENVIRONMENTAL HEALTH SERVICES

<u>WATER METER REPLACEMENT</u>	<u>\$</u>	<u>62,000</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>40,000</u>	<u>10 YEARS</u>
<u>TRUNK SEWER UPGRADES</u>	<u>\$</u>	<u>175,000</u>	<u>10 YEARS</u>
<u>WATER AND SEWER RENEWALS</u>	<u>\$</u>	<u>185,000</u>	<u>10 YEARS</u>
	<u>TOTAL \$</u>	<u>620,000</u>	

MOTION CARRIED.

#18-222 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL APPROVE THE GENERAL FUND CAPITAL OUT OF REVENUE BREAKDOWN IN THE BUDGETED AMOUNT OF \$1,000,000 FOR THE 2019 BUDGET YEAR AS FOLLOWS:

<u>NEW EXTRACATION TOOLS</u>	<u>\$</u>	<u>1,000</u>
<u>FACILITY CAPITAL UPGRADES</u>	<u>\$</u>	<u>40,000</u>
<u>REPLACE WOODEN FENCE LILAS FAWCETT PARK</u>	<u>\$</u>	<u>15,000</u>
<u>BEECH HILL PARK</u>	<u>\$</u>	<u>25,000</u>
<u>TOWN BEAUTIFICATION</u>	<u>\$</u>	<u>15,000</u>
<u>FORMER LUND PROPERTY DEV'T</u>	<u>\$</u>	<u>15,000</u>
<u>TRAIL DEVELOPMENT</u>	<u>\$</u>	<u>25,000</u>
<u>PLAYGROUND EQUIPMENT UPGRADES</u>	<u>\$</u>	<u>15,000</u>
<u>GENERATOR POWER FOR CIVIC CENTRE EMO</u>	<u>\$</u>	<u>286,000</u>
<u>ROAD RECONSTRUCTION (ST. JAMES ST.)</u>	<u>\$</u>	<u>35,000</u>
<u>ROAD RECONSTRUCTION (BENNETT ST.)</u>	<u>\$</u>	<u>70,000</u>
<u>ROAD RECONSTRUCTION (UNIVERSITY AVE.)</u>	<u>\$</u>	<u>100,000</u>
<u>ROAD RECONSTRUCTION (STEPHENS DR. CUL DE SAC)</u>	<u>\$</u>	<u>20,000</u>
<u>ROAD RECONSTRUCTION (DONALD HARPER GRAVEL)</u>	<u>\$</u>	<u>25,000</u>
<u>ROAD RECONSTRUCTION (CATTAIL RIDGE & DOT)</u>	<u>\$</u>	<u>109,000</u>
<u>SIDEWALK RENEWALS</u>	<u>\$</u>	<u>40,000</u>
<u>CROSSWALK FLASHING LIGHTS</u>	<u>\$</u>	<u>35,000</u>
<u>RETAINING WALL – MAIN ST./WRIGHT STREET</u>	<u>\$</u>	<u>15,000</u>
<u>PUBLIC WORKS FLEET REPLACEMENT (TRUCK)</u>	<u>\$</u>	<u>34,000</u>

<u>PUBLIC WORKS FLEET (ROLLER MACHINE)</u>	<u>\$ 50,000</u>
<u>3 STREAM GARBAGE BINS</u>	<u>\$ 15,000</u>
<u>SIGNAGE – HIGHWAY/WATERFOWL/STREETS</u>	<u>\$ 15,000</u>
<u>TOTAL</u>	<u>\$1,000,000</u>

MOTION CARRIED.

- 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 31 of the Council Package.

#18-223 MOVED BY COUNCILLOR JOYCE O’NEIL AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE CRAFT GALLERY/VISITOR INFORMATION CENTRE RENTAL AGREEMENT FOR THE PERIOD IDENTIFIED IN THE CONTRACT (MAY 1, 2019 TO DECEMBER 31, 2019; MAY 1, 2020 TO DECEMBER 31, 2020; AND MAY 1, 2021 TO DECEMBER 31, 2021) AT THE RATE OF \$1,000.00 PER MONTH AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE AGREEMENT. MOTION CARRIED.

#18-224 MOVED BY COUNCILLOR JOYCE O’NEIL AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL APPROVE THE ROBERT LYON/VISITOR INFORMATION CENTRE RENTAL AGREEMENT FOR THE PERIOD IDENTIFIED IN THE CONTRACT (MAY 1, 2019 TO DECEMBER 31, 2019; MAY 1, 2020 TO DECEMBER 31, 2020; AND MAY 1, 2021 TO DECEMBER 31, 2021) AT THE RATE OF \$133.00 PER MONTH AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE AGREEMENT. MOTION CARRIED.

Councillor Joyce O’Neil announced Pat Beliveau as the winner of the Moonlight Madness gift basket draw.

- 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 33 of the Council Package.

#18-225 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AWARD TENDER NO. 2018-17 LORNE STREET STORM WATER MITIGATION – CONSTRUCTION OF NEW STORM WATER RETENTION POND AND RELATED WORKS TO THE LOWEST BIDDER BIRCH HILL CONSTRUCTION LTD., IN THE AMOUNT OF \$1, 985,499.58 HST INCLUDED. AYE VOTES WERE RECORDED FROM COUNCILLORS ALLISON BUTCHER, ANDREW BLACK, JOYCE O’NEIL, BILL EVANS AND MICHAEL TOWER. A NAY VOTE WAS RECORDED FROM COUNCILLOR BRUCE PHINNEY. MOTION CARRIED.

- F) Recreation Programs & Events
 - Liaison Councillors Allison Butcher and Bill Evans
 - a. Report Recreation Programs & Events

Councillor Allison Butcher provided an overview of the highlights within the Recreation Programs & Events Report found on page 36 of the Council Package.

#18-226 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL AUTHORIZE THE FIRE CHIEF AS PART OF THE WINTERFEST EVENTS, TO COMPLETE AN APPLICATION TO PURCHASE FROM MAC FIREWORKS, TO PROVIDE A COMMERCIALY-ORGANIZED FIREWORKS DISPLAY TO BE HELD AT THE BILL JOHNSTONE MEMORIAL PARK ON FRIDAY FEBRUARY 22, 2019 WITH A RAIN DATE OF SATURDAY FEBRUARY 23, 2019. MOTION CARRIED.

#18-227 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR ANDREW BLACK THAT COUNCIL AUTHORIZE THE CLOSURE OF FORD LANE FROM THE ENTRANCE TO BILL JOHNSTONE MEMORIAL PARK TO LANSLOWNE STREET ON THE EVENING OF FRIDAY FEBRUARY 22, 2019 FROM APPROXIMATELY 4:00 P.M. UNTIL 8:00 P.M. WITH A RAIN DATE OF SATURDAY FEBRUARY 23, 2019 TO ACCOMMODATE THE WINTERFEST FIREWORK’S SHOW. MOTION CARRIED.

#18-228 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AUTHORIZE THE APPOINTMENT OF SHOSHANNA WINGATE AS THE TOWN OF SACKVILLE’S POET LAUREATE EFFECTIVE JANUARY 1, 2019 AND ENDING ON DECEMBER 31, 2021. MOTION CARRIED.

- 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 38 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 42 of the Council Package and noted the highlights of the report.

#18-229 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR JOYCE O'NEIL THAT COUNCIL GIVE THIRD AND FINAL READING 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.

#18-230 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR BILL EVANS THAT 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 \$23,311.00 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.

#18-231 MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL AUTHORIZE THE DATE CHANGE OF THE REGULAR COUNCIL MEETING OF MAY 2019 FROM MONDAY MAY 13, 2019 TO TUESDAY MAY 14, 2019 TO ACCOMMODATE THE MOUNT ALLISON UNIVERSITY CONVOCATION. MOTION CARRIED.

I) Personnel

Liaison Councillors Bill Evans and Andrew Black

a. Report Personnel

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

#18-232 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL APPROVE MAYOR JOHN HIGHAM, COUNCILLOR BRUCE PHINNEY AND COUNCILLOR MICHAEL TOWER TO ATTEND THE FCM CONFERENCE IN QUEBEC CITY, QUEBEC FROM MAY 30 – JUNE 2, 2019 AND AUTHORIZE ALL ELIGIBLE EXPENSES (REGISTRATION, HOTEL, PER DIEMS, MILEAGE AND NON-PROVIDED MEALS) TO BE PAID FOR THIS CONFERENCE AND REPORT BACK TO COUNCIL ON THE 2019 CONFERENCE PROCEEDINGS. MOTION CARRIED.

- 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 the Lorne Street project including how much water will be held, as well as some financial questions. Mayor Higham and Town Engineer Dwayne Acton gave clarification on the questions raised. Mr. Wark also questioned the rating system used in the 2019 priority of Capital projects. Treasurer Michael Beal gave clarification on the lettering system of A, B & C. Mr. Wark also asked for comments regarding the election of Shawn Mesheau as stated on the Elections NB website. Several Councillors extended congratulatory messages.

A new resident to Sackville thanked the Town for the budget documents and raised a few questions regarding the budget, specifically the generator at the Civic Centre and road reconstruction of Bridge Street. CAO Phil Handrahan gave clarification on the generator and Town Engineer Dwayne Acton spoke on the future plans for road reconstruction of Bridge Street.

Resident Fred Coulter questioned whether there was a noise by-law for operation of machinery 24 hours a day? Treasurer Michael Beal noted that we do have a noise by-law and would have the By-Law Officer look into his complaint.

12. ADJOURN

#18-233 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF DECEMBER 10, 2018. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk