

**SPECIAL MEETING OF COUNCIL
MONDAY, DECEMBER 2, 2019 AT 5:00 P.M.
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor John Higham, Deputy Mayor Ron Aiken, Councillors Bruce Phinney, Allison Butcher, Joyce O’Neil, Andrew Black, Bill Evans and Shawn Mesheau. Also, in attendance were Clerk Donna Beal and Consultant Jeff Forbes.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

2. APPROVAL OF AGENDA

Mayor Higham asked for the agenda to be amended due to the renumbering of the items listed.

MOVED BY COUNCILLOR JOYCE O’NEIL AND SECONDED BY COUNCILLOR
BRUCE PHINNEY THAT COUNCIL APPROVE THE AGENDA OF THE SPECIAL
MEETING OF COUNCIL OF DECEMBER 2, 2019, AS AMENDED AND MOVE INTO IN-
CAMERA. MOTION CARRIED.

IN-CAMERA

1. HR – 2019-05

Consultants Jeff Forbes left the meeting

PUBLIC

Coming out of In-Camera, Mayor John Higham noted a recess until 6:30 p.m.

CAO Phil Handrahan, Assistant Clerk Becky Goodwin, Town Engineer Dwayne Acton, Treasurer Michael Beal, Senior Manager Corporate Projects Jamie Burke and Manager of Parks & Facilities Todd Cole joined the meeting.

Also, in attendance were 5 residents.

2. Presentation – Mount Allison University

Mount Allison’s Vice-President of Finance and Administration Robert Inglis provided a brief update noting that the University recognizes its primary focus on providing an extraordinary student experience. In addition, he provided information on several areas of Mount Allison University including student numbers, recruitment and construction. He also referenced interest from the university to pursue discussions with Town staff around a potential services agreement supporting water distribution on campus, similar to the IT arrangement between the Town and the University.

3. Policy/By-Law

(a) Policy No. 2019-02 – IT Security Policy

Assistant Clerk Becky Goodwin provided an overview of her Report noting that two policies have been presented to the Liaison Councillors. Policy No. 2019-02 – IT Security Policy is a new policy which includes all aspects of Security around the Town of Sackville electronic information systems. It documents how to protect the Town's information from threats, including computer security threats.

(b) Policy No. 2019-03 – Account Management Policy

In March 2016, Council approved the Account Management Policy and Procedures. Staff have received and have separated the policy from procedure which will allow updates to procedures without making changes to the policy. The policy defines the criteria necessary to obtain an account to obtain various computing resources.

4. Tender No. 2019-015 – Lorne Street Storm Water Mitigation Phase II – Tree Mulching and Re-ditching – Aboiteau to CN Tracks including a pumping station at the Aboiteau.

Town Engineer Dwayne Acton provided an overview of his Report noting that following the approval from Council to continue the Lorne Street Phase II project, the tender on tree mulching and re-ditching was issued. The tender closed on Thursday, November 28th with 4 companies submitting tenders. A motion will be brought forward at the December 9, 2019 Regular Council Meeting for Council to consider awarding Tender #2019-15 to Beale and Inch Construction in the reduced amount of \$225,000.00 HST Included. This project will complete the funding available within the Phase II project.

Councillor Allison Butcher excused herself from the meeting.

5. Capital Project – Ski Hut

Manager of Parks and Facilities Todd Cole provided an overview of his Report noting that as part of the 2019 Capital budget process, \$25,000 was set aside for improvements for Beech Hill Park. The ski hut at the park requires repairs to the roof, windows, siding, stringers and headers as well as levelling. Six contractors were contacted and advised of the opportunity to submit a quote with two quotes received. A motion will be brought forward at the December 9, 2019 Regular Council Meeting for Council to consider awarding the work on the ski hut to Andrew D Wilson Industries in the amount of \$10,350.00 HST included.

Councillor Allison Butcher returned to the meeting.

MOVED BY COUNCILLOR ANDREW BLACK AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL MOVE INTO IN-CAMERA. MOTION CARRIED.

Mayor John Higham indicated there would be a brief recess while the press and public exited the chambers. Senior Manager Corporate Projects Jamie Burke, Town Engineer Dwayne Acton and Manager of Parks & Facilities Todd Cole left the meeting.

IN-CAMERA

1. P-2019-06

Coming out of IN-CAMERA, Mayor John Higham called the meeting back to order.

PUBLIC

MOVED BY COUNCILLOR JOYCE O'NEIL AND SECONDED BY COUNCILLOR SHAWN MESHEAU THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF DECEMBER 2, 2019. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk