

**COUNCIL MEETING OF
MONDAY, MAY 4, 2020, 2020 7:00 P.M.
VIRTURAL MEETING THROUGH MICROSOFT TEAMS**

In attendance were Mayor John Higham, Deputy Mayor Ron Aiken, Councillors Bruce Phinney, Allison Butcher, Andrew Black, Joyce O'Neil, Bill Evans, Shawn Mesheau and Michael Tower. Also, in attendance were CAO Jamie Burke, Clerk Donna Beal, Treasurer Michael Beal, Town Engineer Dwayne Acton, Public Works Superintendent Robert McLean, Assistant Clerk Becky Goodwin, Manager of Tourism & Business Development Ron Kelly-Spurles, Manager of Recreation Programs and Events Matt Pryde, Manager of Parks & Facilities Todd Cole, Fire Chief Craig Bowser and Planner Lori Bickford.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

2. APPROVAL OF AGENDA

#20-073 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR SHAWN MESHEAU THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF MAY 4, 2020, AS CIRCULATED. MOTION CARRIED.

3. DISCLOSURE OF INTEREST

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

4. MINUTES

Approval of Minutes – Regular Council Meeting – March 9, 2020

#20-074 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF MARCH 9, 2020 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – April 6, 2020

#20-075 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR JOYCE O'NEIL THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF APRIL 6, 2020 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – April 16, 2020

#20-076 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF APRIL 16, 2020 AS CIRCULATED. MOTION CARRIED.

5. BUSINESS ARISING FROM THE MINUTES

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

6. SOUTHEAST REGIONAL SERVICES

i) Regional Service Commission

Mayor John Higham noted that there have not been any meetings of the Regional Service Commission.

ii) Planning – Lori Bickford

Planner Lori Bickford provided highlights of the Report noting that it could be found on page 16 of the Council Package.

7. PROCLAMATION – Lyme Awareness Month

WHEREAS LYME DISEASE IS ONE OF THE FASTEST GROWING INFECTIONS IN CANADA AND;

WHEREAS THE POPULATION OF TICKS, THE PRIME CAUSE OF LYME DISEASE, IS GROWING AND EXPANDING IN NEW BRUNSWICK AND;

WHEREAS THE TICK SEASON IS ALSO EXTENDED DUE TO CLIMATE CHANGE AND;

WHEREAS THERE IS AN INCREASING NUMBER OF NEW BRUNSWICKERS WHO ARE SUFFERING FROM LYME DISEASE AND;

WHEREAS LYME DISEASE, IF NOT DIAGNOSED AND TREATED EARLY, CAN BECOME A DEBILITATING CONDITION, CAUSING EXTREME FATIGUE, CARDIAC AND NERVOUS SYSTEM DISORDERS AND/OR ARTHRITIC SYMPTOMS AND;

WHEREAS ALL NEW BRUNSWICK WOULD BENEFIT BY BEING MORE AWARE OF LYME DISEASE, HOW IT IS CONTRACTED, WHAT THE SYMPTOMS ASSOCIATED WITH THE DISEASE ARE AND HOW TO GET THE PROMPT MEDICAL CARE NEEDED TO AVOID ILLNESS AND SUFFERING;

THEREFORE, I JOHN HIGHAM MAYOR OF THE TOWN OF SACKVILLE HEREBY PROCLAIM MAY 2020 BE DESIGNATED LYME AWARENESS MONTH IN THE TOWN OF SACKVILLE.

8. REPORTS

A) MAYOR'S REPORT

Mayor John Higham provided details of his Mayor's Report. He noted that the Hospital Steering Committee has stood down during the current pandemic and will monitor current situations before starting back up. Kent County has engaged a Master of Health intern from UdeM to map out current hospital services of the Kent County area and will be interview citizens on what is missing and what is required for hospital services moving forward. Mayor Higham noted that Community Supported Education continues, however a new structure may be coming forward. Mayor Higham spoke on the COVID-19 Task Force, who focus on food security, business support, mental health services and awareness, gathering donations and student involvement. The Mayor thanked all our essential workers and volunteers in the community for their dedication and work during the COVID-19 pandemic.

B) CAO'S REPORT

CAO Jamie Burke noted that the CAO Report could be found on page 17 of the Council Package and provided a summary noting that full details could be found in Department Reports.

C) Finance & Administration

Liaison Councillors Michael Tower and Ron Aiken

i) BILLS AND PAYROLL – MARCH

#20-077 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF MARCH 2020 AS FOLLOWS: GENERAL GOVERNMENT \$276,639.04; GENERAL CAPITAL \$214,495.91; UTILITY GOVERNMENT \$41,326.49; UTILITY CAPITAL \$3,415.36; AND SALARIES \$200,390.89. MOTION CARRIED.

ii) BILLS AND PAYROLL – APRIL

#20-078 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF APRIL 2020 AS FOLLOWS: GENERAL GOVERNMENT \$125,755.14; GENERAL CAPITAL \$67,755.99; UTILITY GOVERNMENT \$40,734.66; UTILITY CAPITAL \$24,053.40; AND SALARIES \$311,977.40. MOTION CARRIED.

iii) Report from Finance and Administration

Deputy Mayor Ron Aiken noted that the Finance Report could be found on page 23 of the Council Package and gave details of the Report and noted that the By-Law and Animal Control Reports were also included.

#20-079 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR SHAWN MESHEAU THAT WHEREAS COUNCIL HAS ADOPTED VARIOUS BY-LAWS;

AND WHEREAS THE MUNICIPALITY WISHES TO ENSURE THE PROPER ENFORCEMENT OF ITS BY-LAWS BY APPOINTING AN APPROPRIATE PERSON TO SUCH POSITION;

NOW THEREFORE BE IT RESOLVED THAT THE FOLLOWING PERSON IS HEREBY AUTHORIZED, DESIGNATED AND APPOINTED TO ACT FOR AND ON COUNCIL'S BEHALF IN ORDER TO PROPERLY ENFORCE ALL OF THE MUNICIPALITY'S BY-LAWS PURSUANT TO THE MUNICIPALITY'S AUTHORITY OUTLINED BELOW: PAUL EMBREE EFFECTIVE MAY 4, 2020;

BE IT FURTHER RESOLVED THAT THE ABOVE-NOTED AUTHORIZATION, DESIGNATION AND APPOINTMENT IS SUBJECT TO THE FOLLOWING:

SECTIONS 133, 134, 135 AND 136 OF THE COMMUNITY PLANNING ACT, IN ORDER TO ENTER UPON PROPERTY, ISSUE ORDERS, SEEK ORDERS FROM THE COURT OF QUEEN'S BENCH AND COMMENCE PROCEEDINGS IN PROVINCIAL COURT;

SECTIONS 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 72, 80, 128, 129, 130, 131, 132, 133, 135, 139, 144, 150, 151, 153 AND 195 OF THE LOCAL GOVERNANCE ACT, IN ORDER TO SERVE TICKETS, COMMENCE PROCEEDINGS IN PROVINCIAL COURT, ENTER UPON PROPERTY AND ISSUE NOTICES FOR DANGEROUS OR UNSIGHTLY PREMISES;

SECTION 14 OF THE POLICE ACT IN ORDER TO SERVE TICKETS AND PROPERLY EXECUTE THEIR ROLE AS A BY-LAW ENFORCEMENT OFFICER;

BE IT FURTHER RESOLVED THAT THE ABOVE-NOTED AUTHORIZATION, DESIGNATION, AND APPOINTMENT SHALL CONTINUE UNTIL THE PERSON CEASES TO BE EMPLOYED/CONTRACTED BY THE MUNICIPALITY, OR UNTIL THE APPOINTMENT IS LIMITED OR RESCINDED BY COUNCIL. MOTION CARRIED.

#20-080 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ACKNOWLEDGE AND SUPPORT THE FOLLOWING ITEMS THAT HAVE BEEN PUT IN PLACE AND WILL REMAIN IN PLACE UNTIL STAFF DETERMINE WE ARE ABLE TO RESUME OPERATIONS AND TO WHICH HAVE PREVIOUSLY BEEN REPORTED TO COUNCIL AMID THE COVID-19 OUTBREAK:

- PRE-PAYMENT OF ALL SERVICES SUCH AS WATER TURN ON-OFF, NEW SERVICE INSTALLATIONS, CULVERTS ARE NOT REQUIRED.
- NO SHUT-OFF OF WATER/SEWER ACCOUNTS FOR FAILING TO PAY UNTIL AT LEAST JUNE 30, 2020.

- WATER/SEWER INTEREST HAS NOT BEEN CHARGED FOR THE MONTH OF MARCH 2020.
 - METERS FOR SALES WILL NOT BE READ BY STAFF BUT COMPLETED REMOTELY AND/OR BY THE RESIDENT.
 - DOG TAGS BEING REQUIRED ARE SUSPENDED UNTIL FURTHER NOTICE.
- AND THAT COUNCIL ALSO APPROVE THE FOLLOWING ADDITIONAL MEASURES:
- THAT WATER BILLS HAVE A 60 DAY DUE DATE AND SENIOR DISCOUNT DATE RATHER THAN THE NORMAL 30 DAY.
 - THAT THE \$20 QUARTERLY SEWER TREATMENT CHANGE BE WAIVED FOR THE PERIOD OF JANUARY 1 TO MARCH 31, 2020, THEREBY GIVING APPROXIMATELY \$40,000 BACK TO CUSTOMERS THROUGH REBATES ON THEIR WATER/SEWER BILL.
 - THAT INTEREST FOR THE MONTH OF APRIL AND MAY 2020 BE WAIVED ON ALL OVERDUE ACCOUNTS. MOTION CARRIED.

D) Tourism & Business Development

Liaison Councillors Michael Tower and Shawn Mesheau

- a. Report from Tourism & Business Development

Councillor Shawn Mesheau gave a summary of the Tourism & Business Development Report found on page 31 of the Council Package.

E) Public Property & Facilities

Liaison Councillors Bruce Phinney and Bill Evans

- a. Report Public Property & Facilities

Councillor Bill Evans provided a brief overview of the Public Property and Facilities Report found on page 33 of the Council Package.

#20-081 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL AWARD TENDER NO. 2020-04 NEW 20 TON TAG-A-LONG TO THE LOWEST BIDDER VALLEY EQUIPMENT LTD., IN THE AMOUNT OF \$37,260.00 HST INCLUDED. MOTION CARRIED.

#20-082 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL AWARD TENDER NO. 2020-06 ASPHALT RESURFACING OF VARIOUS STREETS TO THE LOWEST BIDDER MACDONALD PAVING & CONSTRUCTION LTD., IN THE REDUCED AMOUNT OF \$350,000 HST INCLUDED. MOTION CARRIED.

F) Recreation Programs & Events

Liaison Councillors Joyce O'Neil and Bruce Phinney

- a. Report Recreation Programs & Events

Councillor Joyce O'Neil provided an overview of the Recreation Programs & Events Report found on page 36 of the Council Package.

G) Public Safety

Liaison Councillors Joyce O'Neil and Allison Butcher

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

Councillor Allison Butcher provided an overview of the Fire/EMO Report and Councillor Joyce O'Neil provided an overview of the RCMP/CPO Report found on page 38 of the Council Package.

#20-083 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL AUTHORIZE THE DISPOSAL OF 8 CARBON FIBRE CYLINDERS AND 4 SCBA SCOTT AIR PACKS TO THE VILLAGE OF CAP-PELE FIRE DEPARTMENT IN THE AMOUNT OF \$10,000.00 PLUS HST. MOTION CARRIED.

H) Policy/By-Law

Liaison Councillors Andrew Black and Allison Butcher

- a. Report Policy/By-Law

Councillor Allison Butcher noted that the Policy/By-Law Report could be found on page 40 of the Council Package and gave an overview of the Report.

#20-084 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL GIVE THIRD AND FINAL READING TO BY-LAW NO. 262A, A BY-LAW TO AMEND BY-LAW NO. 262, A BY-LAW TO REGULATE STREET TRAFFIC. 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 42 of the Council Package.

J) Corporate Affairs & Strategic Development

Liaison Councillors Ron Aiken and Shawn Mesheau

- a. Report Corporate Affairs & Strategic Development

Deputy Mayor Ron Aiken provided a brief overview of key points within the Corporate Affairs and Strategic Development Report found on page 43 of the package.

9. NEW BUSINESS

Mayor John Higham asked if there was any New Business, there was none.

10. ADJOURN

#20-085 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY
COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE REGULAR
COUNCIL MEETING OF MAY 4, 2020. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk