

**COUNCIL MEETING OF  
MONDAY, JULY 13, 2020, 2020 7:00 P.M.  
VIRTURAL MEETING THROUGH MICROSOFT TEAMS**

In attendance were Mayor John Higham, Deputy Mayor Ron Aiken, Councillors 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, 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 and Planner Lori Bickford.

1. CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

2. APPROVAL OF AGENDA

#20-102 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF JULY 13, 2020, AS CIRCULATED. MOTION CARRIED.

3. DISCLOSURE OF INTEREST

Mayor John Higham asked if there were any Disclosures of Interest to Declare. Mayor Higham noted that as part of the CAO’s employment contract, the CAO does teach at Mount Allison University during the academic year.

4. MINUTES

Approval of Minutes – Regular Council Meeting – June 8, 2020

#20-103 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF JUNE 8, 2020 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – June 22, 2020

#20-104 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR JOYCE O’NEIL THAT COUNCIL ADOPT THE MINUTES OF THE

SPECIAL MEETING OF COUNCIL OF JUNE 22, 2020 AS CIRCULATED. MOTION CARRIED.

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

#20-105 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF JULY 6, 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

Deputy Mayor Ron Aiken noted that the meeting was held on Tuesday, June 30. Items included renaming of the street heading into the waste facility, a deficit for the facility however they expect that to return to normal now that operations have resumed. Funds have been provided to complete the shoreline trail from Riverside-Albert to Hopewell Rocks.

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. REPORTS

A) MAYOR'S REPORT

Mayor John Higham provided highlights of his Report noting that the Mayor had a discussion with Saltwire on the future of the Sackville Tribune and conducted several interviews on the New Brunswick / Nova Scotia Border, the future of the local hospital and Mount Allison University student plans. The Mayor, along with Councillor Bill Evans attended the UMNB Zone 2 meeting that covered policing matters, climate roundtable, isthmus study and the Tantramar COVID Task Force. The Mayor attended the volunteer recognition night where Darrin & Nancy Estabrooks and Maddie Higgins were recognized. Additional activities include the hospital steering committee meeting, a reply from Premier Higgs, a Climate Roundtable meeting and Rural Mayors Call. Mayor Higham also noted that the three Nova Scotia flags flown at Town Facilities were gifted to the 3 impacted local governments after the tragic events in Nova Scotia in April.

B) CAO'S REPORT

CAO Jamie Burke noted that the CAO Report could be found on page 18 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 – JUNE

#20-106 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF JUNE 2020 AS FOLLOWS: GENERAL GOVERNMENT \$780,078.99; GENERAL CAPITAL \$63,013.72; UTILITY GOVERNMENT \$364,185.36; UTILITY CAPITAL \$62,820.03; AND SALARIES \$188,083.25. MOTION CARRIED.

ii) Report from Finance and Administration

Deputy Mayor Ron Aiken noted that the Finance Report could be found on page 22 of the Council Package and gave details of the Report and noted that the By-Law and Animal Control Reports were also included.

#20-107 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL APPROVE THE 2019 AUDIT AS PRESENTED BY STEVENSON AND PARTNERS, LLP AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE AUDIT. MOTION CARRIED.

#20-108 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPOINT STEVENSON AND PARTNERS, LLP OUT OF RIVERVIEW, NB AS OUR AUDITORS FOR THE YEAR 2020. MOTION CARRIED.

#20-109 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR BILL EVANS 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: KYLE TOWER EFFECTIVE JULY 13, 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, AND

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 BY THE MUNICIPALITY, OR UNTIL THE APPOINTMENT IS LIMITED OR RESCINDED BY COUNCIL. MOTION CARRIED.

#20-110 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL DIRECTS STAFF TO APPLY FOR A GRANT OPPORTUNITY FROM THE FEDERATION OF CANADIAN MUNICIPALITIES' MUNICIPAL ASSET MANAGEMENT PROGRAM FOR ASSET MANAGEMENT SYSTEMS ENHANCEMENTS IN SACKVILLE.

BE IT RESOLVED THAT THE TOWN OF SACKVILLE COMMITS TO CONDUCTING THE FOLLOWING ACTIVITIES IN ITS PROPOSED PROJECT SUBMITTED TO THE FEDERATION OF CANADIAN MUNICIPALITIES' MUNICIPAL ASSET MANAGEMENT PROGRAM TO ADVANCE OUR ASSET MANAGEMENT PROGRAM:

- CITYWIDE MAINTENANCE MANAGER LICENSE
- IMPLEMENTATION AND DATA WORK FOR MAINTENANCE MANAGER SOFTWARE
- SYSTEMS TRAINING

BE IT FURTHER RESOLVED THAT THE TOWN OF SACKVILLE COMMITS \$12,500.00 FROM ITS BUDGET TOWARD THE COSTS OF THIS INITIATIVE. 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 30 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 32 of the Council Package.

#20-111 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR SHAWN MESHEAU THAT COUNCIL AWARD TENDER NO. 2020-08 MILNER AVENUE RECONSTRUCTION TO THE LOWEST BIDDER BOWSERS' CONSTRUCTION LTD., SACKVILLE, NB IN THE AMOUNT OF \$221,872.95 HST INCLUDED. MOTION CARRIED.

#20-112 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL AUTHORIZE THE WAIVING OF THE RENTAL FEES OF THE TANTRAMAR VETERANS MEMORIAL CIVIC CENTRE FOR THE RENTAL PERIOD OF AUGUST 2020 TO SEPTEMBER 2020 TO MOUNT ALLISON UNIVERSITY FOR THEIR 2020 STUDENT WELCOME CENTRE. 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 34 of the Council Package.

#20-113 MOVED BY COUNCILLOR SHAWN MESHEAU AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL PROVIDE A FINANCIAL CONTRIBUTION TO GARRISON HILL ENTERTAINMENT FOR THE LEVEE ON THE LAKE IN THE AMOUNT OF \$4,000.00 PER EVENT TOWARDS RE-IMBURSABLE EXPENSES (ONCE PAID INVOICES ARE PROVIDED AFTER THE EVENT HAS TAKEN PLACE), PLUS UP TO \$1,000.00 OF IN -KIND SERVICES PER SCHEDULED EVENT TO A MAXIMUM CONTRIBUTION OF \$12,000.00 IN REIMBURSED EXPENSES AND \$3,000 WORTH OF IN-KIND SERVICES. AYE VOTES RECORDED BY DEPUTY MAYOR RON AIKEN AND COUNCILLORS BILL EVANS, ALLISON BUTCHER, SHAWN MESHEAU AND MICHAEL TOWER. NAY VOTES RECORDED BY COUNCILLORS JOYCE O'NEIL AND ANDREW BLACK. MOTION CARRIED.

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 37 of the Council Package.

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 39 of the Council Package and gave an overview of the Report.

#20-114 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 275 FIRE PREVENTION BY-LAW. MOTION CARRIED.

#20-115 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 276, A BY-LAW RESPECTING CULVERTS AND WATER DRAINAGE STRUCTURES. MOTION CARRIED.

#20-116 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY DEPUTY MAYOR RON AIKEN THAT COUNCIL APPROVE POLICY 2020-11 THE TOWN OF SACKVILLE OCCUPATIONAL HEALTH AND SAFETY POLICY. MOTION CARRIED.

#20-117 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR JOYCE O'NEIL THAT COUNCIL REPEAL POLICY 2011-02 THE TOWN OF SACKVILLE OCCUPATIONAL HEALTH AND SAFETY POLICY. 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 55 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 56 of the package.

#20-118 MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL APPROVE THE FOLLOWING FOR

SAPPYFEST CONTEMPORARY ARTS FESTIVAL IN ORDER TO FACILITATE THE FESTIVALS PRESENTATION ON CRESCENT STREET AT THE TERRA BEATA FACILITY, AS PRESENTED AT THE SPECIAL MEETING OF COUNCIL ON JULY 6, 2020:

TO GRANT THE TEMPORARY CLOSURE OF CRESCENT STREET FROM INDUSTRIAL DRIVE TO SLOAN DRIVE ON FRIDAY, JULY 31, 2020 BEGINNING AT 3:30 P.M. UNTIL TUESDAY, AUGUST 4, 2020 AT 8:00 A.M.;

PERMISSION TO USE A TEMPORARY POWER SUPPLY FROM THE DEPARTMENT OF ENGINEERING AND PUBLIC WORKS TO ACCOMMODATE AUDIO/VISUAL EQUIPMENT FOR THE DURATION OF THE PRESENTATION;

PERMISSION TO USE THE PUBLIC PARKING AREA AT THE DEPARTMENT OF ENGINEERING AND PUBLIC WORKS FACILITY FOR AUDIO/VISUAL EQUIPMENT AND TO ACCOMMODATE PHYSICALLY DISTANCED ATTENDEES; AND

GRANT A TEMPORARY TIME EXEMPTION FROM 11:00 P.M. TO 12:00 MIDNIGHT ON FRIDAY, JULY 31, 2020 AND SATURDAY, AUGUST 1, 2020 AS PER BY-LAW NO. 246, THE T OWN OF SACKVILLE NOISE BY-LAW – SECTION 5. MOTION CARRIED.

9. NEW BUSINESS

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

10. ADJOURN

#20-119 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR SHAWN MESHEAU THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF JULY 13, 2020. MOTION CARRIED.

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Mayor

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Clerk

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Assistant Clerk