

**SPECIAL MEETING OF COUNCIL
MONDAY, AUGUST 4, 2020 AT 6:30 P.M.
VIRTUAL 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, Assistant Clerk Becky Goodwin, Treasurer Michael Beal, Town Engineer Dwayne Acton, Superintendent of Public Works Robert McLean, Manager of Tourism & Business Development Ron Kelly Spurles, Manager of Recreation Programs and Events Matt Pryde, Manager of Parks and Facilities Todd Cole, Fire Chief Craig Bowser and Deputy Fire Chief Mike Green.

CALL MEETING TO ORDER

Mayor John Higham called the meeting to order.

APPROVAL OF AGENDA

MOVED BY DEPUTY MAYOR RON AIKEN AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL APPROVE THE AGENDA OF THE SPECIAL MEETING OF COUNCIL OF AUGUST 4, 2020, AS CIRCULATED. MOTION CARRIED.

1. Mayor's Roundtable on Climate Change

Mayor's Roundtable on Climate Change members Richard Elliott, Quinn MacAskill and Barb Clayton presented to Council on the Roundtable achievements and next steps. The Mayor's Roundtable on Climate Change was established in September 2019 in response to climate strikes. Since being established, the Roundtable has held a Climate Change Workshop, reviewed proposed capital projects, developed a climate change lens and held a climate change public forum. The Roundtable is seeking continued support and resources for further Roundtable activities that include implementing actions such as a downtown electric vehicle charging station, establishing a youth council, and explore Dark Sky Preserve designation. The Roundtable also ask for Council to re-confirm their commitment to supporting the Roundtable by assigning a Roundtable budget for 2020-2021, provide funding for the hiring of a Climate Change Action Coordinator, working with the Roundtable to apply the Climate Lens to capital budget proposals and supporting climate change training for incoming Councillors.

2. UMN B Annual Conference

Treasurer Michael Beal noted that each year the Union of Municipalities of New Brunswick hold their Annual Conference in later September or early October. This year, the AGM will be held virtually. Resolutions for submissions at the UMN B Annual Conference need to be into the UMN B Office no later than August 18, 2020. In order to meet this deadline, any Resolutions that Council are considering would need to be voted on at the Regular Council Meeting of August 10, 2020. One suggested motion would be for UMN B to be an active participant in the decision making by the Provincial government on where money given by the Federal Government destined for Local Government should be prioritized. Forty Million Dollars has been allocated to Local Governments through the safe startup program – part of the Federal Government's 19-Billion COVID-19 Recovery Fund. Additional motions have been previously considered to look for ways to bring additional funds to Municipalities, however, given the

current COVID-19 pandemic, and that there still remains approximately 6 motions on the books that Sackville has submitted with no positive financial result as of yet, it was felt that to add more would not be beneficial at this time. A motion will be brought forward at the Regular Council Meeting of August 10, 2020 for Council to consider a Resolution to the Annual UMN B Conference for UMN B to be a participant in the allocation of the Safe Startup Program.

3. Marketing Strategy

Manager of Tourism & Business Development Ron Kelly Spurles provided an overview of his Report, noting that the Town's Strategic Plan identifies Communications and Marketing as one of the strategic directions for the municipality and was recommended that the Town develop a Marketing and Communications Plan. The plan will be developed in two parts; the Communications piece of the plan will be developed internally, while the Marketing portion to be developed by Portfolio. Portfolio presented the draft plan at the Special Meeting of Council on July 6, 2020. Highlights of the report include the formulation of three tactics to bring the Town marketing success – resident engagement, attraction with a goal to market and promote “why you should come here” and consistent positioning that defines “who we are”. A motion will be brought forward at the August 10, 2020 Regular Council Meeting for Council to consider approving the draft plan to become the Town of Sackville Marketing Plan.

4. Policy By-Law

(a) By-Law No. 274, A By-Law to Regulate and License the Owners and Operators of Taxicabs within the Town of Sackville

Treasurer Michael Beal provided an overview of his Report, noting that By-Law 274 received first reading at the June 8, 2020 Regular Council Meeting. Staff sent the By-Law with proposed changes to the Taxicab Owners and a meeting was held with one of the owners, and Staff spoke to the other owner. Subsequent to that meeting and further review by Staff, minor changes were recommended within the By-Law. A motion will be brought forward at the August 10, 2020 Regular Council Meeting for Council to consider giving second and third readings of By-Law No. 274, A By-Law to Regulate and License the Owners and Operators of Taxicabs within the Town of Sackville.

(b) Policy No. 2020-12 Purchase and Use of Bottled Water.

Assistant Clerk Becky Goodwin provided an overview of her Report, noting that in 2008 Council passed a motion “that the Town of Sackville will not purchase bottled water for use in any Municipal Buildings or functions unless there is an otherwise unforeseen health or safety requirement to do so, and will seek to provide drinking fountains, or other options for Public and Staff drinking water consumptions in these buildings”. Staff have drafted a policy to support the motion and a motion will be brought forward at the August 10, 2020 Regular Council Meeting for Council to consider approving Policy 2020-12 Purchase and Use of Bottled Water.

5. RFP-2020-11 Public Art

CAO Jamie Burke provided an overview of his Report, noting that the Town allocated \$25,000 in the 2020 Capital Budget for Public Art. In working with the Mayor's Roundtable on Climate Change, it was determined that the project would be centered around a message of climate change awareness. An RFP for this project was issued on June 25, 2020 and provided five areas for the work to be installed: the entrance to the Waterfowl Park, the Lund Property, the new Naturalized Stormwater Retention Pond, the Visitor Information Centre, and the Tantramar Veteran's Memorial Civic Centre. The RFP closed on July 21, 2020 with three proposals being submitted. Staff have completed the evaluation of the submissions, with input provided by the Mayor's Roundtable on Climate Change. While all submissions were well done, unique, and

within budget, the highest scoring project was the submission from Slipper Liu Studio for their proposal, *The Chignecto Balance*, a chrome finished weathervane in the shape of a cattail. A motion will be brought forward at the August 10, 2020 Regular Council Meeting for Council to consider awarding RFP 2020-11 Public Art to Slipper Liu Studio.

6. BIA – Appointment of Town Representative

Manager of Tourism & Business Development Ron Kelly Spurles provided an overview of his Report, noting that on July 15, 2020 Mainstreet Redevelopment held their annual general meeting at the Tantramar Veteran’s Memorial Civic Centre, where financial statements for 2019 were presented and accepted, and a new Board of Directors was appointed. Anthony Maddelena (Bagtown Brewery) has been appointed the new President. The Board is requested, as per subsection 5(3) of the Business Improvement Areas Act, that the Town appoint a representative to their Board. Expression of interest by Councillors can be sent to the Mayor.

7. Sackville Sports Wall of Fame – Appointment of Board Members

Manager of Recreation Programs and Events Matt Pryde provided an overview of his Report noting that the terms for two of the Members of the Sackville Sports Wall of Fame Board of Directors expired on June 30, 2020, with Gregor MacAskill and David Hicks serving as Members. The current Board of Directors have asked that Council reappoint Gregor MacAskill and appoint John Peters for a 3-year term effective immediately and expiring June 30, 2023. Gregor has been an active and effective member of the Board over the past three years and John Peters, an inductee of the Sackville Sports Wall of Fame, has a long history of supporting sport in the Town. Thank you to David Hicks for his time as a Member of the Board. A motion will be brought forward at the Regular Council Meeting on August 10, 2020 for Council to consider reappointing Gregor MacAskill and appoint John Peters to the Sackville Sports Wall of Fame Board of Directors, expiring June 30, 2023.

8. Extrication Tools – Capital Project

Fire Chief Craig Bowser provided an overview of his Report, noting that in 2019, Council approved the Fire Department’s Capital Budget requests of \$65,000.00 for Extrication Tool replacement. This project will allow the Department to remove the oldest set within their inventory, which has been in service for over 25 years. He noted that there is only one supplier in Atlantic Canada for Holmatro Extrication Tools, which is MicMac Fire & Safety Source Ltd. Sackville Fire & Rescue currently uses Holmatro Hydraulic Rescue Equipment for various emergency response scenarios. A motion will be brought forward at the Regular Council Meeting on August 10, 2020 for Council to consider purchasing one complete set of Holmatro Extrication Tools from MicMac Fire & Safety Source Ltd. in the amount of \$56,292.50 HST Included.

9. Designated Highways

Town Engineer Dwayne Acton provided an overview of his Report, noting that in order to fall in line with the previously submitted 5-year Capital Plan for Designated Highways, an updated plan to include years 2021 through 2025 has been created. The budgeted numbers consist of the DTI portion, Town Partnering and Town only portion and may require additional funds under the General and Utility Capital program to complete the projects. Projects include multiple phases of the Queens Road Reconstruction and phases of resurfacing for Route 106. A motion will be brought forward at the Regular Council Meeting of August 10, 2020 for Council to consider approving the 5-year Capital Plan and authorize the Mayor and Clerk to submit the updated plan to the Minister for consideration and approval.

10. Tender No. 2020-10 – Cattail Ridge Road Improvements

Town Engineer Dwayne Acton provided an overview of his Report, noting that a tender package for 2020-10 Cattail Ridge Road Improvements was issued on July 8, 2020 with a closing date of July 23, 2020. There were 8 tender packages picked up during the tendering process and the Town of Sackville received 4 tender bids during the closing. The tender came in over budget and a portion of the shortfall will be covered by DTI, with the remaining covered by the Town using the Wright Street Improvement Capital Budget for 2020. Wright Street will be re-evaluated and budgeted in a subsequent year. A motion will be brought forward at the Regular Council Meeting of August 10, 2020 for Council to consider awarding Tender 2020-10 Cattail Ridge Road Improvements to the lowest bidder Bowser Construction Ltd in the amount of \$390,798.75 HST Included.

11. Liberty Utilities

Town Engineer Dwayne Acton provided an overview of his Report, noting that the original agreement between the Town of Sackville and Enbridge Gas New Brunswick expired on August 31, 2019. As a result, we have been working with Liberty Utilities (formerly Enbridge Gas NB) on a new agreement. The Municipal Operating Agreement has been reviewed by Staff and the Town Solicitor. As part of the review process, Town Staff have made a few minor changes to the agreement. It is recommended that Council authorize the Mayor and Clerk and sign and seal the Municipal Operating Agreement between the Town of Sackville and Liberty Utilities and a motion will be brought forward at the Regular Council Meeting of August 10, 2020 for Council to consider.

12. Crosswalk Signaling

Town Engineer Dwayne Acton provided an update on his Report, noting that as part of the Town's ongoing evaluation of crosswalks, the Engineering and Public Works Department is proposing to utilize a new Rectangular Rapid Flashing Beacon lighting system at two crosswalks in Town. The new system is expected to be as effective as the similar RA5 crosswalks we currently have on Main Street in front of the Post Office, King Street and at the Civic Centre and are approximately half the cost. As part of the Capital Budget process, Council approved the Capital Budget for crosswalk flashing light systems for 2020. Staff are recommending the purchase of the RRFB crosswalk lighting systems to be installed at the Main Street crosswalk at the Booster Pump and the intersection of Salem and Main Street. The Report was provided as information only as no motions are required for the project.

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

Mayor John Higham indicated there would be a brief recess while Staff signed off from the Virtual Meeting. Town Engineer Dwayne Acton, Superintendent of Public Works Robert McLean, Fire Chief Craig Bowser, Deputy Fire Chief Mike Green, Manager of Recreation Programs and Events Matt Pryde, Manager of Parks and Facilities Todd Cole and Manager of Tourism and Business Development Ron Kelly Spurles left the meeting.

IN-CAMERA

1. HR-2020-06

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

PUBLIC

MOVED BY COUNCILLOR SHAWN MESHEAU AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF AUGUST 4, 2020. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk