

**SPECIAL MEETING OF COUNCIL  
MONDAY, FEBRUARY 1, 2021 AT 6:30 P.M.  
VIRTUAL MEETING THROUGH MICROSOFT TEAMS**

In attendance were Deputy Mayor Ron Aiken, Councillors Bruce Phinney, Allison Butcher, Andrew Black, 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, Senior Manager of Corporate Projects Kieran Miller, Manager of Recreation Program and Events Matt Pryde, Manager of Parks and Facilities Todd Cole, Manager of Tourism and Business Development Ron Kelly Spurles, Superintendent of Public Works Michelle Sherwood, Fire Chief Craig Bowser and Sgt. Paul Gagné.

Also in attendance were 5 members of the public.

**CALL MEETING TO ORDER**

Deputy Mayor Ron Aiken called the meeting to order.

**APPROVAL OF AGENDA**

MOVED BY COUNCILLOR SHAWN MESHEAU AND SECONDED BY  
COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE AGENDA OF THE  
SPECIAL MEETING OF COUNCIL OF FEBRUARY 1, 2021, AS CIRCULATED. MOTION  
CARRIED.

**1. RCMP**

Sgt. Paul Gagné provided an overview of his Report noting that monthly and quarterly reports continue to be sent to Council with the next Quarterly Report being provided for the Regular Council Meeting of February 8, 2021. January continued to be busy for the RCMP, with additional requirements of the Emergency Measures Act and current Red Phase of the Provinces Recovery Plan. Call volume has increased, however, Sgt. Gagné did note that property crime has seen a significant decrease. Mental health calls continue to keep the detachment busy.

**2. Levee on the Lake Presentation**

Shelley Chase made a presentation to Council on the 2021 Levee on the Lake, currently planned for August 19-22, 2021. Ms. Chase spoke on the background of the 2020 Levee on the Lake, along with tentative plans for 2021. Levee on the Lake organizers have requested from Council road closures around Morice Drive, Pond Shore Road and Church Street, liquor license permissions and in-kind support including barricades, snow fencing, use of Town property and use of the Fire Safety Boat.

**3. A Case for a Permanent Market**

Garth Zwicker provided a presentation to Council on a vision for a potential permanent farmers market off of Mallard Drive. The PowerPoint presentation provided details on what the project could look like, the financial assessment of the project along with possible funding resources, additional resources and opportunities and potential next steps. Mr. Zwicker noted that he will be sending the PowerPoint presentation to all of Council to review.

#### 4. Policy By-Law

(a) Town of Sackville Sign Rental at Tantramar Veterans Memorial Civic Centre  
Assistant Clerk Becky Goodwin provided an overview of her Report, noting that on October 13, 2020, Council approved the purchase of a new LED Digital Sign Board that has since been installed at the Tantramar Veterans Memorial Civic Centre. With the installation of the new sign, Staff have taken the opportunity to review procedures in place for the rental of the sign, as well as other advertising available within the Civic Centre. It is the recommendation that Council consider a motion approving Policy 2021-01 Sign Rental Policy at the February 8, 2021 Regular Council Meeting

(b) By-Law No. 262B, A By-Law to Amend By-Law No. 262, Street Traffic By-Law  
Clerk Donna Beal provided an overview of her Report, noting that the subject of Skateboards on Town of Sackville streets has been a topic of discussion over the past year, with a noticeable increase in the use of Skateboards within the Municipality. Considering active transportation is a key piece of the Town of Sackville's Master Recreation Plan, the Clerk's Office has reviewed Street Traffic By-Laws from surrounding Municipalities, as well as the Motor Vehicle Act of New Brunswick. After consultation with the RCMP, By-Law No. 262B, A By-Law to Amend By-Law No. 262, Street Traffic By-Law has been drafted to remove Section 6.2 stating that skateboards are only to be used at the Town of Sackville's designated Skate Park. Skateboards will continue to not be permitted on sidewalks, like bicycles and roller blades, and users must wear a helmet as per the regulations set in the Motor Vehicle Act. It is the recommendation that Council consider first reading of By-Law No. 262B, A By-Law to Amend By-Law No. 262, Street Traffic By-Law at the February 8, 2021 Regular Council Meeting.

#### 5. Lease – Mount Allison University and Town of Sackville – Waterfowl Park

Senior Manager of Corporate Projects Kieran Miller provided an overview of her Report, noting that discussions with Mount Allison about a new lease for the Sackville Waterfowl Park has been ongoing since early 2018. When preparing the signed lease for submission to the Land Registry last February, it was noted that the term of the lease (30 years) would trigger deed transfer tax. Therefore, the term of the lease was adjusted to 24 years so that the lease could be renewed without deed transfer tax being applicable. It is the recommendation that Council consider a motion to enter into a Lease Agreement, authorizing the Mayor and Clerk to sign and seal the lease between the Town of Sackville and Mount Allison University for the Sackville Waterfowl Park.

#### 6. RFQ-2021-03 Planting and Maintenance of Flower Baskets, Planters and Beds

Town Engineer Dwayne Acton provided an overview of his Report, noting that the Flower contract for the Town of Sackville expired in 2020 and a Request for Quotation was issued for a two-year contract with a mutually agreed upon option to renew for a third year. There were five RFQ packages issued to local and regional contractors and during the RFQ opening on Thursday, January 28<sup>th</sup>, there were 2 RFQ packages received. It is the recommendation that Council consider a motion awarding RFQ-2021-03 to Farmer Brown's Greenhouse in the amount of \$32,954.40 HST Included at the February 8, 2021 Regular Council Meeting.

#### 7. Purchase of Flowerpots

Manager of Parks and Facilities Todd Cole provided an overview of his Report, noting that as part of the 2021 Operating budget process, \$15,000 has been set aside under Town Beautification for planters and bike racks. The Town has been replacing the wooden flower boxes with Cast Iron Planters for the past several years. Staff are looking to purchase five (5) additional planters

from Black River Casting in Saint John, NB. It is the recommendation that Council consider a motion authorizing the purchase of five (5) Black Cast Iron Flower planters with Sackville in raised white letters from Black River Casting in the amount of \$12,937.50 HST and freight included at the February 8, 2021 Regular Council Meeting.

Assistant Clerk Becky Goodwin left the meeting.

8. Community Development Grants

Manager of Recreation Programs and Events Matt Pryde provided an overview of his Report noting that as in past years, a scoring matrix was used to evaluate each of the Community Development Grant application that were submitted in the four grand categories. Applications were reviewed by the Manager of Recreation Programs and Events, Manager of Tourism and Business Development and Senior Manager of Corporate Projects. Council was provided with recommended funding amounts based on the scoring matrix used. A motion will be brought forward at the February 8, 2021 Regular Council Meeting for Council to consider approving the 2021 Community Development Grant distribution recommendations.

Assistant Clerk Becky Goodwin returned to the meeting.

Deputy Mayor Ron Aiken asked if there were any questions from the Public. There were none.

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF FEBRUARY 1, 2021. MOTION CARRIED.

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Deputy Mayor

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Clerk

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Assistant Clerk