

**SPECIAL MEETING OF COUNCIL
MONDAY, NOVEMBER 1, 2021 AT 6:30 P.M.
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor Shawn Mesheau, Deputy Mayor Andrew Black and Councillors Allison Butcher, Sabine Dietz, Matt Estabrooks, Bill Evans, Kenneth Hicks, Bruce Phinney and Michael Tower. Also, in attendance were CAO Jamie Burke, Clerk Donna Beal, Treasurer Michael Beal, Town Engineer Dwayne Acton, Fire Chief Craig Bowser, Assistant Clerk Becky Goodwin, Assistant Treasurer Elizabeth Hartling, Manager of Tourism and Business Development Ron Kelly Spurles, Manager of Recreation Programs and Events Matt Pryde and Sgt. Paul Gagné.

Also in attendance were eight (8) members of the public.

CALL MEETING TO ORDER

Mayor Shawn Mesheau called the meeting to order.

Mayor Shawn Mesheau acknowledged that we are located within the territory of Mi'kma'ki, the unceded, ancestral territory of the Mi'kmaq people.

APPROVAL OF AGENDA

MOVED BY DEPUTY MAYOR ANDREW BLACK AND SECONDED BY
COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE AGENDA OF THE
SPECIAL MEETING OF COUNCIL OF NOVEMBER 1, 2021, AS CIRCULATED. MOTION
CARRIED.

1. RCMP Quarterly Report

Sgt. Paul Gagné provided an overview of the Quarter 2 Report from the RCMP J Division. Sgt. Gagné reviewed J Division and Town of Sackville priorities and highlighted initiatives. Sgt. Gagné also reviewed the calls for service, chargeable offences, statistics by detachment and collision overview. The quarterly report is available for review on the Town's webpage.

Sgt. Paul Gagné left the meeting.

2. Sharing Our Public Paths – Human Powered Presentation

Resident Harold Jarche presented to Council on human powered transportation including bicycles, skateboards and walkers/runners. Mr. Jarche noted a significant increase in use of electric bicycles particularly amongst older adults. Sackville has a continued history of unique road users, where typically the roads are used in harmony. He noted that we have an opportunity to be proactive and take advantage of education programs and public service announcements on how best to share our roads and requested that the Town consider active transportation in all projects moving forward. Mr. Jarche focused on one factor that could save lives, reducing the speeds on all roads within the Municipality, should most residents want this. Mr. Jarche also suggested that the Town could provide either for purchase or through a giveaway blinking lights that would identify cyclists at night.

3. New Brunswick Invasive Species Council Presentation

Shelby Heath, New Brunswick Invasive Species Council (NBISC) Engagement Coordinator presented to Council on the mission of the NBISC to protect NB's environmental, economic, and

recreational interests from the threat of invasive species. The NBISC provides education and awareness, facilitates collaboration to improve management and provide knowledge and expertise. Ms. Heath reviewed the impact of invasive species, how they spread and what invaders are currently in Sackville, and highlighted the Waterfowl Park. The NBISC provided recommendations to Council that included an increase of public awareness and prevention, improve species reporting and mapping and to develop a municipal invasive species management plan,

4. BIA Presentation

Sackville BIA President Anthony Maddalena and Treasurer Judith Cane presented to Council with a brief update on progress that has been made with the Sackville BIA in the last year. The BIA is funded through a levy that is imposed on the non-residential properties in the defined area of the BIA By-Law. A new board of directors was elected in 2020 who have been meeting on a regular basis to focus on basic housekeeping tasks which has been very necessary to re-solidify the building blocks of the organization. The Sackville BIA will continue to engage with fellow business owners and members of the Sackville BIA and will continue engagement with Town staff to build a stronger business community.

5. Funding Request – Rural Health Action Group

CAO Jamie Burke provided an overview of the report, noting that the Memramcook Tantramar Community Task Force was established in 2020 to build on emergency services to residents in need. The Rural Health Action Group was added to the Taskforce with the mandate to better address the future of the Sackville Memorial Hospital, as it faces ongoing closures of its emergency room due to insufficient staffing. At the 2020 budget presentation in September, the Rural Health Action Group presented to Council on a funding strategy to attract and retain medical staff. A formal request to Council for \$5,000 in funding to help support a marketing strategy focused on Sackville has now been received. Should the project move forward, the Town would have a digital asset that could be used for population growth moving forward. The Town has a community grants program that provides special project grants to community organization; however 2022 grants would typically not be announced until February. It would be staff's recommendation that Council support the funding request from the Rural Health Action Group by using funds from the Corporate Projects' 2021 Marketing budget. A motion will be advanced at the November 8, 2021, Regular Council Meeting for Council's consideration.

6. Multi-use Building Class "D" Estimate

Manager of Recreation Programs and Events Matt Pryde provided an overview of the report, noting that in April 2021, Council received several presentations regarding a permanent home for the Sackville Farmers' Market. Also identified at the time was the need for Town-owned recreation space that staff could program and operate. Council directed staff to explore the feasibility of a multi-use building in the downtown and to complete a class D estimate. A class D estimate is based upon a detailed list of project requirements and assumptions. It's prepared at the conceptual design stage of a project when preliminary spatial needs have been identified. The starting point was exploring the requirements for a year-round home for the Sackville Farmer's Market and indoor recreational space. Staff reached out to some potential user groups to get an idea for the floor area and infrastructure needs and from there, drafted a list of building features to share with the consultant, exp. Exp evaluated the approximate square footage required for each component and calculated an estimated construction value for the building. Because a specific location has not been determined yet, this value does not include sitework. The estimated value for a 10,903 square foot multi-use building came in at \$3,441,000 which would classify this as a Special Project which are typically kept to one every two to three years.

At this time the 2022 budget recommends Lorne Street Phase III as the next Special Project which could potentially push a multi-use building to 2024 or 2025, although funding opportunities could be explored that may allow the building to be constructed sooner. Staff received direction from Council to continue reviewing funding opportunities and to continue public engagement to address the needs of the community and report back to Council on progress.

7. Policy/By-Law

a. By-Law No. 282 Flyer By-Law

Assistant Clerk Becky Godwin provided an overview of her report noting that following a request at a Regular Council Meeting, Staff have reviewed Flyer By-Laws from other municipalities including Moncton, Riverview, Bathurst and the City of Halifax. Following the review, By-Law No. 282 A By-Law Respecting Flyer Distribution in the Town of Sackville was drafted. Key points within the By-Law include:

- Any owner or occupier of a residential property may post a sign or noticed on such residential property stating they do not wish to receive flyers.
- No distributor shall distribute flyer at or on a residential property if a sign or notice has been posted, nor shall they distribute a flyer on residential property other than in a mailbox, in a mail slot, in a tube or receptacle designed for this purpose, or a doorstep.
- Distributors shall not distribute any flyers at or on a residential property where previously delivered flyers have not been retrieved for two consecutive weeks.

The By-Law would not apply to election advertising materials, community newsletters or information circulars produced by a federal, provincial, or municipal government and does not apply to apartment buildings containing six or more dwellings. The Town will continue to encourage residents who do not wish to receive the flyer package to call the distributor to cease service. A motion will be brought forward at the November 8, 2021, Regular Council Meeting for Council to consider giving first reading of By-Law No. 282.

b. By-Law No. 261 Council Remuneration (Appendix 1-3)

Assistant Clerk Becky Goodwin provided an overview of her report, noting that Staff have made some very slight housekeeping changes to Appendix 1 through 3 of By-Law No. 261, A By-Law Relating to Council Remuneration. In Appendix 1, the mileage rate has been changed to reflect the Province of New Brunswick's rate. In Appendix 2 – Council Expense Report and Appendix 3 – Council Meeting Attendance, Staff have updated the name list with Mayor and Council for the 2021-2025 term. At this time, Staff are not recommending any changes within By-Law No. 261. A motion will be brought forward at the Regular Council Meeting of November 8, 2021, for Council to consider approving the changes to Appendix 1 through 3 of By-Law No.261, A By-Law Relating to Council Remuneration.

8. Skatepark Feasibility Study

Manager of Recreation Programs and Events Matt Pryde provided an overview of his report, noting that in the fall of 2020, after a community presentation, Council asked staff to conduct a feasibility study for the installation of a concrete skatepark in Sackville. Newline Skateparks, the leading skatepark design and build company in Canada has agreed to conduct the study on our behalf. The study will include the evaluation of project location and site development parameters, the provision of education on skatepark typologies and regional development costs, a public information session to introduce project initiatives, the production of a preliminary 2D study and submission of a final feasibility study document. This project will not result in an engineered design of the park, but rather a starting point that would give Council a general idea of the features and cost to build an appropriate park in Sackville. A motion will be brought

forward for Council to consider engaging Newline Skateparks to conduct a feasibility study for a new concrete skatepark at the price of \$12,592.50 HST included.

9. Street Closure – Moonlight Madness

Manager of Recreation Programs and Events Matt Pryde provided an overview of his report, noting that 2021 marks the 29th year of Sackville's Moonlight Madness Holiday shopping event. This year, the Town has a more active role in promoting and organizing the event. One of the highlights of the annual event includes horse and wagon rides, beginning at Ford Lane, which will require a street closure. Additionally, vendors will be lining Main Street, therefore, to accommodate the vendors and groups, a street closure of Willow Lane is also being requested. Both closures will take place from 5:00 p.m. to Midnight on November 19, 2021, and December 3, 2021. A motion will be brought forward at the Regular Council Meeting of November 8, 2021, for Council to consider approving the street closure to Ford Lane and Willow Lane.

10. Street Closure – Moonlight Madness Fireworks

Manager of Recreation Programs and Events Matt Pryde provided an overview of his report, noting that due to a local COVID-19 outbreak, the Sackville Fall Fair including the popular fireworks display was cancelled. After the cancellation, staff had committed to doing their best to offer the display at a future date. M.A.C Fireworks has agreed to make the show part of the final night of Moonlight Madness on December 3, 2021, pending any COVID restrictions. To accommodate the show and the required perimeter of the site, a street closure of Dufferin Street from 3:30 p.m. to 6:30 p.m. is required, with a weather date of Saturday, December 4, 2021. A motion will be brought forward at the Regular Council Meeting of November 8, 2021, for Council to consider approving the street closure of Dufferin Street to accommodate the Fireworks event.

11. Fire Department – Equipment Repair

Fire Chief Craig Bowser provided an overview of his report, noting that one of the thermal imaging cameras that has been in service for 14 years was damaged at a fire call. The damaged imager was sent to the manufacturer Bullard to see if it could be repaired. Bullard has indicated that their technician evaluated the imager and determined that it was beyond repair. Bullard has offered a trade-in credit of \$1,250.00 towards the purchase of a new imager. The cost to purchase a new imager with all the features of the damaged unit would be \$12,650.00 HST included, and the camera will be paid for by using unspent funds within 2021 Capital Budget for Radio Communications. In addition, some costs may be covered by insurance. A motion will be brought forward at the November 8, 2021 Regular Council Meeting for Council to consider purchasing one new Bullard T4X thermal imager from Safety Source Fire Inc in the amount of \$12,650.00 HST Included.

Question Period

Bruce Wark asked if there were any changes within the Council Remuneration By-Law relating to allowances and salaries. Mayor Shawn Mesheau responded that it's only an amendment to the fee per km and updating the Members names of those who are currently on Council.

Bruce Wark asked if the figures on the webpage the current wages for Mayor and Council. Assistant Clerk Becky Goodwin and Treasurer Michael Beal responded that the wages on the website include the 2021 cost of living increase.

Bruce Wark asked if there was any thought to restoring the money lost when the Federal Government withdrew the allowance in place for Members of Council. Mayor Shawn Mesheau

responded that at this time, things will remain as is and should Council wish to have further deliberation, that could happen in the future.

Bruce Wark asked if there was an update on application for Lorne Street Phase III. Mayor Mesheau noting that at this time nothing further has been received from the Federal Government.

Erica Butler asked if before the pandemic, had there been a call for more indoor recreation space. Manager of Recreation Programs and Events Matt Pryde responded that there wasn't a formal call, but that it had come up during discussions of school closures and during the master recreation plan process.

Erica Butler asked if Staff had an estimate of space the Farmer's Market would need in the Multi-use building. Staff will review and provide this information to Ms. Butler.

Erica Butler asked if Riverview had issued violations under their Flyer By-Law. Assistant Clerk Becky Goodwin responded that Riverview has not had to issue any violations under their By-Law to date.

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

Mayor

Clerk

Assistant Clerk