

**SPECIAL MEETING OF COUNCIL
MONDAY, FEBRUARY 7, 2022, 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, Kenneth Hicks and Bruce Phinney. Also, in attendance were CAO Jamie Burke, Clerk Donna Beal, Treasurer Michael Beal, Senior Manager of Corporate Projects Kieran Miller, Assistant Clerk Becky Goodwin, Assistant Treasurer Elizabeth Hartling, Manager of Recreation Program and Events Matt Pryde, Manager of Tourism and Business Development Ron Kelly Spurles and Sgt. Paul Gagné.
Attending virtually were Councillors Bill Evans and Michael Tower.

Also, in attendance were seven (7) 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 COUNCILLOR BRUCE PHINNEY AND SECONDED BY
COUNCILLOR SABINE DIETZ THAT COUNCIL APPROVE THE AGENDA OF THE
SPECIAL MEETING OF COUNCIL OF FEBRUARY 7, 2022, AS CIRCULATED. MOTION
CARRIED.

1. RCMP Quarterly Report
Sgt. Paul Gagné provided an overview of the Quarter 3 (October 1, 2021 – December 31, 2021) 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. Presentation – Animal Control By-Law – Les Hicks
Resident Les Hicks presented to Council on recommended changes to the Animal Control By-Law as it related to felines. Mr. Hicks provided Council with compiled information on reasons why domestic cats should not be allowed to roam freely, the impact on birds and other wildlife and the impact on neighbours. Mr. Hicks requested that Council consider changing the Animal Control By-Law to including a licensing requirement for cats, similar to how dogs are registered within the Town. Following the presentation, the CAO Jamie Burke indicated that a report to Council was being prepared on this topic and could be expected at a future Special Council Meeting.
3. Presentation – Community Profile – Hannah Ehler
Third year Mount Allison research student Hannah Ehler presented her Independent Study project, Community Profile to Council. The profile included a history of Sackville, the labour

force currently in the community and what community organizations are doing to support climate action. Once completed, the Community Profile will be distributed to Council and the final version will be made available for review on the Town's webpage.

4. Presentation – Intangible Culture & Heritage Council of New Brunswick – Shelley Chase
Levee on the Lake organization Shelley Chase presented to Council on plans for the 2022 Levee on the Lake scheduled for August 18-22, 2022. Ms. Chase reviewed the sponsorship opportunities, culinary ticketed events, free public workshops and planned concert and music events. Ms. Chase noted that after two years of lobbying, they are now approved to submit an application to ACOA to develop the festival and are working towards a 25% indigenous traditional programming in the festival through workshops and artists over the next three years. The 2022 event will feature live bluegrass, country, old-time, Celtic, traditional and indigenous artists for the third year, in a pandemic on Silver Lake.
5. Visitor Information Centre Contracts – Craft Gallery and Robert Lyon Graphics
Manager of Tourism and Business Development Ron Kelly Spurles provided an overview of his report, noting that the Town has rented space in the Visitor Information Centre (VIC) for many years to the Sackville Craft Gallery and Robert Lyon Graphics. Both groups sell crafts produced mainly by local artisan and draws visitor traffic to the VIC. Their contracts expired at the end of 2021. Staff are proposing a three-year contract with an increase from \$1000/month to \$1100/month for the Craft Gallery, and from \$133/month to \$145/month for Robert Lyon Graphics. A motion will be brought forward at the Regular Council Meeting of February 14, 2022 for Council to consider approving the rental agreements with the Craft Gallery and Robert Lyon Graphics.
6. Policy/By-Law – By-Law No. 284 CAO By-Law and Policy 2022-02 Hiring Policy
Chief Administrative Officer Jamie Burke provided an overview of his report, noting that with the hiring of a new CAO, they can review the By-Law Respecting the Duties and Powers of the CAO. Upon review of the CAO By-Law, housekeeping items include referencing the Local Governance Act, removing the title “Director” replacing it with “Manager” and changes to the annual evaluation timelines for the CAO. Additionally, changes to Sections 4.3 in relation to the development of an Organizational Chart of Departments were made and Section 5.1(j) on recommendations to Council as it related to Directors has been removed. Mr. Burke noted that it is the responsibility of the CAO to appoint and employ, suspend, and dismiss for cause all employees of the Town and that as per the Local Governance Act, Council appoints the duties of the position, not the person.

Mr. Burke presented Policy 2022-02 Hiring Policy noting that to ensure the Town's hiring process is more equitable and consistent, the new Hiring Policy has been created. This policy promotes equal opportunities for all prospective applicants and provides the detailed hiring processes from start to finish to promote fairness and impartiality. All internal competitions will be filled as per the CUPE 1188 Collective Agreement, while all open competition applicants will be assessed in accordance with the Review and Selection process that includes a Resume Pre-Screening Matrix, Telephone Pre-Screening Interviews, and In-Person Interviews. Motions will be brought forward at the Regular Council Meeting of February 14, 2022, for Council to consider first reading of By-Law No. 284 CAO By-Law and approving Policy 2022-02 Hiring Policy.

7. 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 14, 2022 Regular Council Meeting for Council to consider approving the 2022 Community Development Grant distribution recommendations.

8. Levee on the Lake 2022

Manager of Recreation Programs and Events Matt Pryde provided an overview of his Report, noting that Levee on the Lake has taken place for the past two summers, with the 2021 edition taking place in the area in and around Lillas Fawcett Park, however the mainstage show did not have a large number of spectators. This is something the organizers are hoping to remedy in 2022 with higher profile musical acts and a stronger focus on advertising and promotion. To operate the festival, the Intangible Culture and Heritage Council of New Brunswick requires the support of Council via several motions:

- Permission to host a meal including the distribution of alcohol in a secured area in Lillas Fawcett Park on Friday, August 19, 2022.
- A temporary closure of Main Street from Morice Drive to Church Street on Saturday, August 20, 2022, from 8:00 a.m. to 8:00 p.m. to accommodate the main stage. Poor weather date will be Sunday, August 21, 2022.
- Waiving rental fees of Town-owned property such as tables, chairs, picnic tables, fire boat and other similar items from August 18 – 21, 2022, with the understanding that the fire boat would be used for rescue purposes only.
- Permission to operate a beer garden in a secured area in Lillas Fawcett Park on Saturday, August 20, 2022 (poor weather date Sunday August 21, 2022).
- Noise By-Law extensions to midnight on August 18, 2022, for a concert at the Sackville Music Barn and August 20, 2022, for a concert at Lillas Fawcett Park.

Mr. Pryde noted that currently event parking is on-street in the surrounding area. If the event continues to grow as planned, on-street parking will not be sufficient, and management has asked for a parking plan from the organizers. The Town and Levee organizers will continue to work together to enhance communications for the event and to ensure the event is as safe as possible. The above noted motions will be brought forward for Council to consider at the Regular Council Meeting of February 14, 2022.

9. Renaissance Sackville – Request for Funding

Manager of Tourism and Business Development Ron Kelly Spurles provided an overview of his Report, noting that Renaissance Sackville is recommending approval of a grant of \$4000.00 to The Hardscrabble Press for the purchase of a new colour printer and computer capable of running professional design software. The Hardscrabble Press is a micro-press located in Sackville and public poets from the Tantramar region and beyond, producing books that are designed, printed, and sewn by hand and can be found in bookshops in Sackville, Saint John and London, England. The Hardscrabble Press did receive a grant from Renaissance Sackville in March 2021 for \$1,730 for a new metal printing type, which assisted in expanding their operations. It is Staff's recommendation that a motion be brought forward at the Regular Council Meeting of February 14, 2022, for Council to consider the transfer of \$4,000.00 from

the 2022 operating budget to Renaissance Sackville to fund the Hardscrabble Press for the purchase of a new colour printer and a new computer.

10. Municipal Reform

CAO Jamie Burke provided an update on the advisory committees that will be set up by the Transition Facilitator, noting that priority is to review the boundaries and determine Council composition for the new entity. Mr. Burke advised residents that there is now a Local Governance Reform section on the Town of Sackville webpage where all the most up to date information can be found as it relates to Entity 40.

Deputy Mayor Andrew Black provided an update noting that the Committee of Council on Municipal Reform would be meeting on Wednesday, February 9 at 6 p.m. and the meeting link would be posted on the Town of Sackville Webpage.

Mayor Shawn Mesheau provided a statement to clarify his position on Local Governance Reform, while noting that the Town has an obligation to work with the province, and as Mayor he's been working towards what is in the best interest of the Town.

Question Period

Shelley Chase asked Council is there was any way to stop the local government reform process, noting that it feels undemocratic. Mayor Shawn Mesheau responded that Council has provided their responses to the White Paper and indicated items of concern for the Municipality. Mayor Mesheau indicated that Municipalities fall under the authority of the Local Governance Act and the powers of the Minister. Several councillors expressed an interest for the municipality and residents to push back against the province's decision.

Bruce Wark asked if there was any additional information available on the potential of delaying the amalgamation by one year. Mayor Shawn Mesheau responded that that request was made in the original response to the White Paper in November. Mayor Mesheau noted that Council does have concerns for how fast the timelines are and that the opportunity does exist to bring this and additional information back to the advisory committee.

Les Hicks asked if in any previous discussions, has the Minister mentioned what municipal reform experts the province had used. Mayor Shawn Mesheau responded that he wasn't aware if the province had come out with that information, and he would relay the question to the Minister directly.

Les Hicks asked if the Town has hired consultants in the past for the hiring process. CAO Jamie Burke responded that the Town had HR consultants help develop the hiring process. From time to time, there will be consultants required, which is at the discretion of the Chief Administrative Officer, but that Management now have the proper resources as indicated in the proposed Hiring Policy.

Erica Butler ask if the Mayor will be bringing recommendations to the advisory committee on the composition of Council, what are Council's thoughts so far on composition. Mayor Mesheau responded that the Mayor and Deputy Mayor has asked Council those questions on composition and has received some feedback on what may or may not work. Mayor Mesheau noted that it was his hope that this topic would be covered at the Committee of Council Meeting.

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

Mayor Shawn Mesheau indicated there would be a brief recess while Staff and members of the public left Council Chambers.

Senior Manager of Corporate Projects Kieran Miller, Assistant Treasurer Elizabeth Hartling, Manager of Recreation and Program Events Matt Pryde and Manager of Tourism and Business Development Ron Kelly Spurles left the meeting.

In-Camera

11. HR – 2022-02
12. HR – 2022-03

Motion

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF FEBRUARY 7, 2022. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk