

**COMMITTEE OF THE WHOLE OF
MONDAY, FEBRUARY 27, 2023 – 3:00 P.M.
COUNCIL CHAMBERS, TOWN HALL
31C MAIN STREET, SACKVILLE NB**

In attendance were Mayor Andrew Black, Deputy Mayor Greg Martin and Councillors Allison Butcher, Matt Estabrooks, Josh Goguen, Barry Hicks, Bruce Phinney, Michael Tower and Debbie Wiggins-Colwell. Also in attendance were CAO Jennifer Borne, Clerk Donna Beal, Assistant Clerk Becky Goodwin, Director of Engineering and Public Works Jon Epell, Director of Active Living and Culture Matt Pryde, Director of Community and Corporate Services Kieran Miller, Manager of Parks and Facilities Todd Cole, Sackville Fire Chief Craig Bowser, Assistant Treasurer Elizabeth Hartling, and Manager of Tourism and Business Development Ron Kelly Spurles.

Also, in attendance were nine (9) members of the public.

1. CALL THE MEETING TO ORDER

Mayor Andrew Black called the meeting to order.

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

1.1 APPROVAL OF AGENDA

MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL APPROVE THE AGENDA OF THE COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 27, 2023, AS CIRCULATED. MOTION CARRIED.

Councillor Matt Estabrooks noted that he will be stepping out during Item 3.3 Community Development Grant, due to his position of President with Sackville Minor Hockey.

2. INFORMATION ITEMS

2.1 RURAL HEALTH ACTION GROUP

Co-Chair Pat Estabrooks and Margaret Tusz-King, Co-Chair of the Memramcook-Tantramar Community Task Force provided an update on the Rural Health Action Group. The presentation will be posted to the Municipalities [webpage](#).

3. COUNCIL DIRECTION REQUESTS

3.1 LEVEE ON THE LAKE – M. PRYDE

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL DIRECT ITEM 3.1 – LEVEE ON THE LAKE BE SENT TO THE REGULAR COUNCIL MEETING OF MARCH 14, 2023, FOR CONSIDERATION. MOTION CARRIED.

3.2 SACKVILLE TRIATHLON – M. PRYDE

MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL DIRECT ITEM 3.2 – SACKVILLE TRIATHLON BE SENT TO THE REGULAR COUNCIL MEETING OF MARCH 14, 2023, FOR CONSIDERATION. MOTION CARRIED.

Councillor Matt Estabrooks and Assistant Clerk Becky Goodwin left the meeting.

3.3 COMMUNITY DEVELOPMENT GRANT – M. PRYDE

MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL DIRECT ITEM 3.3 – COMMUNITY DEVELOPMENT GRANTS BE SENT TO THE REGULAR COUNCIL MEETING OF MARCH 14, 2023, FOR CONSIDERATION. MOTION CARRIED.

Councillor Matt Estabrooks and Assistant Clerk Becky Goodwin returned to the meeting.

3.4 BY-LAW NO. 5 – A BY-LAW RESPECTING THE ELECTION OF MAYOR AND COUNCILLORS – D. BEAL

Staff are recommending that Council consider First Reading of By-Law No. 5 – A By-Law Respecting the Election of Mayor and Councillors at the Regular Council Meeting of March 14, 2023.

3.5 POLICY 2023-03 HEALTH AND FITNESS ALLOWANCE POLICY – B. GOODWIN

MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MATT ESTABROOKS THAT COUNCIL DIRECT ITEM 3.5 – POLICY 2023-03 HEALTH AND FITNESS ALLOWANCE POLICY BE SENT TO THE REGULAR COUNCIL MEETING OF MARCH 14, 2023, FOR CONSIDERATION. MOTION CARRIED.

3.6 POLICY 2023-04 HEALTH AND SAFETY POLICY – B. GOODWIN

MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR MATT ESTABROOKS THAT COUNCIL DIRECT ITEM 3.6 – POLICY 2023-04 HEALTH AND SAFETY POLICY BE SENT TO THE REGULAR COUNCIL MEETING OF MARCH 14, 2023, FOR CONSIDERATION. MOTION CARRIED.

3.7 2023 FCM CONFERENCE – B. GOODWIN

MOVED BY DEPUTY MAYOR GREG MARTIN AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL DIRECT ITEM 3.7 – 2023 FCM CONFERENCE BE SENT TO THE REGULAR COUNCIL MEETING OF MARCH 14, 2023, FOR CONSIDERATION. MOTION CARRIED.

4. DEPARTMENTAL REPORTS

The following reports were presented to Council as information items only:

- 4.1 Corporate Compliance
- 4.2 Active Living and Culture – M. Pryde
- 4.3 Community and Corporate Services – K. Miller
- 4.4 Engineering and Public Works – J. Eppell
- 4.5 Protective Services – Sackville Fire Chief C. Bowser and Dorchester Fire Chief G. Partridge
- 4.6 Financial Services – E. Hartling
- 4.7 Administration
 - 4.7.1 Legislative Services – D. Beal
 - 4.7.2 Chief Administrative Officer – J. Borne
 - 4.7.3 Mayor’s Report – A. Black

5. CLOSED/IN-CAMERA

There were no items.

6. QUESTION PERIOD

Wayne Feindel asked what the materiality threshold for the municipality is and is there a policy in place. CAO Jennifer Borne responded that financial management within every department is monitored by the Finance Department, with reporting going to Council, and that the threshold would be between \$2,500 and \$5,000.

Bruce Wark asked if there is a line item on healthcare in the 2023 budget. Mayor Andrew Black responded first noting the position steps the Rural Health Action Group have taken and that the Municipality has provided minimal resources (in-kind) to help with administrative tasks. Director of Community and Corporate Services Kieran Miller noted that in 2022, \$10,000 was identified within her department budget for Physician recruitment. Those funds were used for a website, marketing study, and recruitment activities. Staff would hope to continue those items, once an itemized budget for 2023 is available.

7. ADJOURNMENT

MOVED BY DEPUTY MAYOR GREG MARTIN AND SECONDED BY COUNCILLOR MATT ESTABROOKS THAT COUNCIL ADJOURN THE COMMITTEE OF THE WHOLE MEETING OF FEBRUARY 27, 2023.

MAYOR

CLERK

ASSISTANT CLERK