



**REGULAR COUNCIL MEETING OF  
TUESDAY, DECEMBER 10, 2024 6:30 P.M.  
COUNCIL CHAMBERS, MUNICIPAL OFFICE  
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 Chief Administrative Officer Jennifer Borne, Director of Legislative Services Donna Beal and Assistant Clerk Becky Goodwin.

**1. CALL 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.

**2. ADOPTION OF AGENDA**

#24-232 MOVED BY COUNCILLOR JOSH GOGUEN AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF DECEMBER 10, 2024 AS CIRCULATED AND MOVE INTO IN-CAMERA IN ACCORDANCE WITH SECTION 68(1)(D) OF THE LOCAL GOVERNANCE ACT. MOTION CARRIED.

**3. CONFLICT OF INTEREST DECLARATION**

Mayor Andrew Black asked if there were any disclosures of interest. There were none.

**4. CLOSED SESSION**

- a. P-2024-04

Director of Active Living & Culture Matt Pryde, Director of Engineering & Public Works Jon Eppell, Manager of Tourism & Business Development Ron Kelly Spurles, Communications Officer Jeremy McLaughlin, Assistant Treasurer Elizabeth Hartling, Manager of Compliance, Risk and Safety Kathleen Carroll, Dorchester Fire Chief Greg Partridge, Dorchester Deputy Fire Chief Dan Dupuis, Plan 360 Manager Lori Bickford and Plan360 Planner Guilhem Francez joined the meeting.

Also, in attendance were four (4) members of the public.

**5. PUBLIC AND ADMINISTRATIVE PRESENTATIONS**

- a. VETERAN BANNERS – GARTH ZWICKER
- b. TAX REBATE APARTMENT BUILDINGS – SUE GOURLEY

All presentations to Council can be viewed [here](#).

6. ADOPTION OF MINUTES

#24-233 MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY DEPUTY MAYOR GREG MARTIN THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2024, AS CIRCULATED. MOTION CARRIED.

#24-234 MOVED BY COUNCILLOR BARRY HICKS AND SECONDED BY COUNCILLOR DEBBIE WIGGINS-COLWELL THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 18, 2024. MOTION CARRIED.

#24-235 MOVED BY DEPUTY MAYOR GREG MARTIN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 21, 2024. MOTION CARRIED.

#24-236 MOVED BY COUNCILLOR JOSH GOGUEN AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL ADOPT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 25, 2024 AS CIRCULATED. MOTION CARRIED.

#24-237 MOVED BY COUNCILLOR DEBBIE WIGGINS-COLWELL AND SECONDED BY DEPUTY MAYOR GREG MARTIN THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 28, 2024. MOTION CARRIED.

7. CONSENT AGENDA

#24-238 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL APPROVE THE CONSENT AGENDA OF DECEMBER 10, 2024. AYE VOTES RECORDED BY MAYOR ANDREW BLACK, DEPUTY MAYOR GREG MARTIN AND COUNCILLORS ALLISON BUTCHER, MATT ESTABROOKS, JOSH GOGUEN, BARRY HICKS, MICHAEL TOWER AND DEBBIE WIGGINS-COLWELL. NAY VOTE RECORDED BY COUNCILLOR BRUCE PHINNEY. MOTION CARRIED.

i. RFD-2024-118 – AGREEMENT WITH CRAFT GALLERY

*That Council approve the Sackville Craft Gallery Visitor Information Centre Usage Agreement from January 1, 2025 until December 31, 2027 at the rate of \$1220 per month (HST included) and authorize the Mayor and Clerk to sign and seal the agreement.*

ii. RFD-2024-119 – CCAC MEMBERSHIP APPOINTMENTS

*That Council approve the members of the climate change advisory committee as follows; Liza Barney (January 1, 2025 to December 31, 2027) [New; replacing Barbra Clayton]; Doug Bliss (January 1, 2025 to December 31, 2027) [Second term]; Janie Brooks (January 1, 2025 to December 31, 2025) [New; replacing Brittany Cormier]; Adam Cheeseman (January 1, 2025 to December 31, 2026) [Second term]; Samara Eaton (January 1, 2025 to December 31, 2027) [Second term]; Cassandra Gauthier-Downs (January 1, 2025 to December 31,*

2027) [New; replacing Corinne Cash]; and Michele Knockwood (January 1, 2025 to December 31, 2027) [New; replacing Richard Elliot]

iii. RFD-2024-120 – FEBRUARY 2025 COUNCIL MEETINGS

*That Council set the date of the February 2025 Regular Council Meeting to Tuesday, February 4, 2025 at 7:00 p.m.*

8. REPORTS FROM ADMINISTRATION

a) REZONING ON KIRK STREET, SACKVILLE FROM R1 TO R2 – G. FRANCEZ

Plan360 Planner Guilhem Francez presented to Council on the proposed rezoning on Kirk Street, Sackville from R1 to R2 to permit construction of a 5-unit vertically attached dwelling.

#24-239 MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT WHEREAS COUNCIL HAS CONSIDERED AN APPLICATION FROM MASOOD HOSSEINI TO AMEND BY-LAW NO 244, THE TOWN OF SACKVILLE ZONING BY-LAW TO CHANGE THE ZONE ON THE PROPERTIES KNOWN AS PID 70636147 & 70636139 FROM URBAN RESIDENTIAL 1 TO URBAN RESIDENTIAL 2;

BE IT RESOLVED THAT THE COUNCIL OF TANTRAMAR DIRECTS THAT THE APPROPRIATE BY-LAW BE PREPARED TO AMEND THE ZONING BY-LAW AS PER THE PROPOSED CHANGE; THAT THE PROPOSED BY-LAW BE REFERRED TO THE SOUTHEAST PLANNING REVIEW AND ADJUSTMENT COMMITTEE FOR THEIR VIEWS; THAT THE NOTICE OF INTENTION REQUIREMENTS OF THE COMMUNITY PLANNING ACT BE FULFILLED WITH RESPECT TO THE PROPOSED AMENDMENT, AND SETS THE COMMITTEE OF THE WHOLE MEETING ON JANUARY 27, 2025 AT 3:00 PM, IN THE COUNCIL CHAMBERS AT THE MUNICIPAL OFFICE, 31 MAIN STREET, 2ND FLOOR, SACKVILLE NB AS THE DATE, TIME AND PLACE FOR THE PUBLIC HEARING OF CONSIDERATION OF OBJECTIONS TO THE PROPOSED BY-LAW. MOTION CARRIED.

b) CLIMATE CHANGE ADAPTATION PLAN – R. KELLY SPURLES

#24-240 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BARRY HICKS THAT BE IT RESOLVED THAT COUNCIL DIRECT STAFF TO APPLY FOR A FUNDING OPPORTUNITY FROM THE FEDERATION OF CANADIAN MUNICIPALITIES' LOCAL LEADERSHIP FOR CLIMATE ADAPTATION INITIATIVE FOR CREATING A CLIMATE CHANGE ADAPTATION PLAN FOR THE MUNICIPALITY OF TANTRAMAR. MOTION CARRIED.

c) RFQ 2024-11 PLANTING & MAINTENANCE OF FLOWER BASKETS, PLANTERS & BEDS – M. PRYDE

#24-241 MOVED BY COUNCILLOR DEBBIE WIGGINS-COLWELL AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL AWARD RFQ NO. 2024-11 PLANTING & MAINTENANCE OF FLOWER BASKETS, PLANTERS & BEDS TO YARD GUYZ IN THE AMOUNT OF \$20,193.13 PLUS HST PER YEAR FOR A TWO-YEAR TERM. MOTION CARRIED.

d) 2024 RESERVE TRANSFER – E. HARTLING

#24-242 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2024, OF \$1,100,000 FROM THE GENERAL OPERATING BUDGET TO THE GENERAL CAPITAL RESERVE FUND. MOTION CARRIED.

#24-243 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY DEPUTY MAYOR GREG MARTIN THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2024 OF \$100,000 FROM THE GENERAL OPERATING BUDGET TO THE GENERAL OPERATING RESERVE FUND. MOTION CARRIED.

#24-244 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2024, OF \$375,000 FROM THE UTILITY OPERATING BUDGET TO THE UTILITY CAPITAL RESERVE FUND. MOTION CARRIED.

#24-245 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL AUTHORIZE THE TRANSFER, FOR THE BUDGET YEAR 2024, OF \$20,000 FROM THE UTILITY OPERATING BUDGET TO THE UTILITY OPERATING RESERVE FUND. MOTION CARRIED.

9. BY-LAWS

- a) BY-LAW NO. 244-R A BY-LAW TO AMEND BY-LAW NO. 244 TOWN OF SACKVILLE ZONING BY-LAW (MAXIMUM HEIGHT)

#24-246 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 244-R, A BY-LAW TO AMEND BY-LAW NO. 244 TOWN OF SACKVILLE ZONING BY-LAW. MOTION CARRIED.

#24-247 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL GIVE SECOND READING IN IT'S ENTIRETY TO BY-LAW NO. 244-R, A BY-LAW TO AMEND BY-LAW NO. 244 TOWN OF SACKVILLE ZONING BY-LAW

THE COUNCIL OF TANTRAMAR UNDER THE AUTHORITY VESTED IN IT BY SECTION 53 OF THE COMMUNITY PLANNING ACT, SNB 2017, C.19 AMENDS BY-LAW NO. 244, THE TOWN OF SACKVILLE ZONING BY-LAW AND ENACTS AS FOLLOWS:

1. BY-LAW NO 244, THE TOWN OF SACKVILLE ZONING BY-LAW, IS AMENDED BY REPEALING THE BUILDING/STRUCTURE HEIGHT IN PART 5: MIXED USE ZONE: MU, SECTION 5.2 ZONE REQUIREMENTS WHICH SETS THE MAXIMUM BUILDING/STRUCTURE HEIGHT AT 15.25 M (50 FT) AND REPLACING THE MAXIMUM BUILDING/STRUCTURE HEIGHT REQUIREMENT FOR "ALL USES IN THE DBD" TO 22.86 M (75 FT). ALL OTHER REQUIREMENTS SHALL REMAIN THE SAME. MOTION CARRIED.

- b) BY-LAW NO. 244-S A BY-LAW TO AMEND BY-LAW NO. 244 TOWN OF SACKVILLE ZONING BY-LAW (REZONING FROM R1 TO R3 FRESHWINDS HOUSING)

#24-248 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY DEPUTY MAYOR GREG MARTIN THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 244-S, A BY-LAW TO AMEND BY-LAW NO. 244 TOWN OF SACKVILLE ZONING BY-LAW. MOTION CARRIED.

#24-249 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL GIVE SECOND READING IN IT'S ENTIRETY TO BY-LAW NO. 244-S, A BY-LAW TO AMEND BY-LAW NO. 244 TOWN OF SACKVILLE ZONING BY-LAW

THE COUNCIL OF TANTRAMAR UNDER THE AUTHORITY VESTED IN IT BY SECTION 53 AND IN ACCORDANCE WITH SECTION 59 OF THE COMMUNITY PLANNING ACT, SNB 2017, C.19 AMENDS BY-LAW NO. 244, THE TOWN OF SACKVILLE ZONING BY-LAW AND ENACTS AS FOLLOWS:

1. BY-LAW NO 244, THE TOWN OF SACKVILLE ZONING BY-LAW, IS AMENDED BY CHANGING THE ZONING AS SHOWN ON THE ZONING MAP FIGURE "1" OF THE TOWN OF SACKVILLE ZONING BY-LAW FOR THE PROPERTY IDENTIFIED AS PID 00892786 AS SHOWN ON SCHEDULE "A-1" ATTACHED HERETO AND FORMING PART HEREOF, FROM URBAN RESIDENTIAL 1 (R1) TO URBAN RESIDENTIAL 3 (R3) SUBJECT TO THE TERMS AND CONDITIONS IMPOSED IN SCHEDULE B, ATTACHED HERETO AND FORMING PART HEREOF, THE RESOLUTION REGISTERED AGAINST THE PROPERTY.

**SCHEDULE B - RESOLUTION PARCEL IDENTIFIER # 00892786**

**WHEREAS** FRESHWINDS ECO-VILLAGE HOUSING CO-OPERATIVE LTD. IS THE OWNER OF THE PROPERTY KNOWN AS PID NUMBER 00892786, IN SACKVILLE, NB, AND AS SHOWN ON SCHEDULE A (HEREINAFTER CALLED THE "PROPERTY");

**AND WHEREAS** THE MUNICIPALITY OF TANTRAMAR HAS REZONED THE "PROPERTY", FROM URBAN RESIDENTIAL 1 (R1) TO URBAN RESIDENTIAL 3 (R3) UNDER BY-LAW NO. 244-S, A BY-LAW TO AMEND BY-LAW NO. 244 TOWN OF SACKVILLE ZONING BY-LAW, PASSED ON \_\_\_\_\_, 2025, SUBJECT TO TERMS AND CONDITIONS IMPOSED IN THIS RESOLUTION;

**BE IT RESOLVED** THAT THE COUNCIL OF TANTRAMAR, PURSUANT TO SECTION 59 OF THE COMMUNITY PLANNING ACT, SNB 2017, C.19, IMPOSES THE FOLLOWING TERMS AND CONDITIONS ON THE REZONING:

1. THAT DEVELOPMENT OF THE PROPERTY SHALL BE CONSISTENT WITH THE SITE LAYOUT AS SHOWN ON THE ATTACHED SITE PLAN.
2. THAT DEVELOPMENT SHALL INCLUDE A SECONDARY EMERGENCY ACCESS AS SHOWN ON THE ATTACHED SITE PLAN.

MOTION CARRIED.

## 10. MAYOR & COUNCILLOR STATEMENTS & INQUIRIES

Councillor Debbie Wiggins-Colwell asked for an update regarding Motion #24-003 passed by Council on January 9, 2024 requesting permission from NBDTI for additional access to certain roads for use by ATVs. Director of Legislative Services Donna Beal responded that there has been no response and the Clerk's Office will send a follow-up letter.

Councillor Debbie Wiggins-Colwell congratulated Debbie Shea and the Dorchester Fire Department on a very well attended ATV Parade of Lights on December 6, 2024.

Councillor Debbie Wiggins-Colwell congratulated the Shepody IODE on the 85<sup>th</sup> anniversary and noted their tremendous contribution to the community of Dorchester.

Councillor Josh Goguen asked what the service standards for snow clearing. Director of Engineering & Public Works Jon Eppell responded with the snow clearing process for the most recent weather event.

Councillor Barry Hicks noted a concern regarding the outside steps at the Tantramar Veterans Memorial Civic Centre. Director of Active Living & Culture Matt Pryde noted that he would look into it and discuss with staff.

Mayor Andrew Black congratulated local athlete Reuben Smith, who recently participated in the 2024 Ken Demchuk International Invitational, a 3-day swimming event held in Markham, Ontario.

## 11. NOTICE OF MOTION

### a) COUNCILLOR DEBBIE WIGGINS-COLWELL

Councillor Debbie Wiggins-Colwell served notice of motion regarding to following:

- i. Permission to have a plaque placed on Shep the Sandpiper Statue
- ii. Request to have the Dorchester Ball Field used as a dog park in the off season
- iii. Administration to review pedestrian safety around Dorchester, specifically the school zone

### b) COUNCILLOR JOSH GOGUEN

Councillor Josh Goguen served notice of motion regarding a by-law change to support unattached accessory dwelling units.

## 12. DEPUTY MAYOR ELECTION

Mayor Andrew Black asked for nominations for the position of Deputy Mayor.

Councillor Barry Hicks nominated Councillor Matt Estabrooks. Councillor Matt Estabrooks accepted the nomination.

Councillor Allison Butcher nominated Councillor Josh Goguen. Councillor Josh Goguen accepted the nomination.

Councillor Bruce Phinney nominated Councillor Debbie Wiggins-Colwell. Councillor Debbie Wiggins-Colwell accepted the nomination.

Mayor Andrew Black called for nominations two additional times. No other nominations were received.

A vote was then held with Councillor Matt Estabrooks receiving votes from Mayor Andrew Black and Councillors Matt Estabrooks, Barry Hicks and Michael Tower.

A vote was then held with Councillor Josh Goguen receiving votes from Councillors Allison Butcher and Josh Goguen

A vote was then held with Councillor Debbie Wiggins-Colwell receiving votes from Councillors Bruce Phinney and Debbie Wiggins-Colwell

Mayor Andrew Black announced Matt Estabrooks as Deputy Mayor.

13. ADJOURNMENT

#24-250 MOVED BY COUNCILLOR JOSH GOGUEN AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF DECEMBER 10, 2024. MOTION CARRIED.

---

MAYOR

---

DIRECTOR OF LEGISLATIVE SERVICES

---

ASSISTANT CLERK