

**SPECIAL MEETING OF COUNCIL  
THURSDAY, NOVEMBER 28, 2024 – 1:00 P.M.  
COUNCIL CHAMBERS, MUNICIPAL OFFICE, 31 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, Director of Legislative Services Donna Beal, Director of Financial Services Michael Beal, Director of Engineering & Public Works Jon Eppell, Director of Active Living & Culture Matt Pryde, Assistant Clerk Becky Goodwin, Assistant Treasurer Elizabeth Hartling, Manager of Compliance, Risk & Safety Kathleen Carroll, Manager of Tourism & Business Development Ron Kelly Spurles & Sackville Fire Chief Craig Bowser.

There was also two (2) members of the public in attendance.

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.

Mayor Andrew Black asked if there were any Disclosures of Interest. There were none.

2. APPROVAL OF AGENDA

MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL APPROVE THE AGENDA OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 28, 2024, AS AMENDED. MOTION CARRIED.

3. SACKVILLE HIGHWAY SIGN IMAGE REPLACEMENT

#24-218 MOVED BY COUNCILLOR DEBBIE WIGGINS-COLWELL AND SECONDED BY DEPUTY MAYOR GREG MARTIN THAT COUNCIL AUTHORIZE THE HIRING OF DOBBLESTEYN SIGNS IN THE AMOUNT OF \$20,245 PLUS H.S.T. TO REPLACE THE HIGHWAY SIGN IMAGES ON THE TWO SACKVILLE SIGNS NEAR EXITS 500 AND 506 ON THE TRANSCANADA HIGHWAY. MOTION CARRIED.

4. 2023 AUDIT

Andrew Boudreau of Baker Tilly GMA LLP presented information relating to the Municipality of Tantramar's 2023 Audit.

#24-219 MOVED BY COUNCILLOR BARRY HICKS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE 2023 AUDIT FOR THE MUNICIPALITY OF TANTRAMAR AS PREPARED BY ANDREW BOUDREAU OF BAKER TILLY GMA LLP OUT OF RIVERVIEW NB AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE AUDIT. MOTION CARRIED.

5. 2025 BUDGET REVIEW AND MOTIONS

TAX AUTHORITY	678.00	SACKVILLE TOWN	1.5350
TAX AUTHORITY	678.02	DORCHESTER VILLAGE	1.5350
TAX AUTHORITY	678.03	DORCHESTER LSD	0.6911
TAX AUTHORITY	678.04	SACKVILLE LSD	0.6125
TAX AUTHORITY	678.05	POINT DE BUTE LSD	0.8137

#24-220 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BARRY HICKS THAT THIS IS TO CERTIFY THAT ON THE 28<sup>th</sup> DAY OF NOVEMBER 2024, THE COUNCIL OF THE LOCAL GOVERNMENT OF TANTRAMAR RESOLVED THAT THE SUM OF \$17,944,680 BE THE TOTAL OPERATING BUDGET OF THE LOCAL GOVERNMENT, THAT THE SUM OF \$16,691,009 BE THE WARRANT OF THE LOCAL GOVERNMENT OF THE ENSURING YEAR, AND THAT THE TAX RATE (S) FOR THE LOCAL GOVERNMENT BE AS LISTED ABOVE. THE COUNCIL ORDERS AND DIRECTS THE LEVYING BY THE MINISTER OF LOCAL GOVERNMENT OF SAID AMOUNT ON REAL PROPERTY LIABLE TO TAXATION UNDER THE ASSESSMENT ACT WITHIN THE LOCAL GOVERNMENT OF TANTRAMAR. AYE VOTES RECORDED BY MAYOR ANDREW BLACK, DEPUTY MAYOR GREG MARTIN AND COUNCILLORS ALLISON BUTCHER, MATT ESTABROOKS, JOSH GOGUEN, MICHAEL TOWER AND DEBBIE WIGGINS-COLWELL. NAY VOTES RECORDED BY COUNCILLORS BARRY HICKS AND BRUCE PHINNEY. MOTION CARRIED.

#24-221 MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR BARRY HICKS THAT STAFF UNDERTAKE A REVIEW OF STREET LIGHTING WITH REGARDS TO LOCAL SERVICE DISTRICTS PRIOR TO THE 2026 BUDGET WITH RECCOMENDATIONS ON POTENTIAL NUMBER OF LIGHTS, LOCATIONS AND COSTS WHICH SHALL INCLUDE WHAT DTI CURRENTLY PROVIDES. MOTION CARRIED.

#24-222 MOVED BY COUNCILLOR JOSH GOGUEN AND SECONDED BY COUNCILLOR BARRY HICKS THAT THIS IS TO CERTIFY THAT ON THE 28<sup>th</sup> DAY OF NOVEMBER 2024 THE COUNCIL OF THE LOCAL GOVERNMENT OF TANTRAMAR RESOLVED THAT PURSUANT TO SUBSECTION 117(4) OF THE LOCAL GOVERNANCE ACT, THE TOTAL BUDGET FOR THE WATER & WASTEWATER UTILITY FOR THE ENSUING YEAR WOULD CONSIST OF TOTAL REVENUES OF \$2,840,095 AND TOTAL EXPENDITURES OF \$2,840,095. ADOPTED THIS 28<sup>th</sup> DAY OF NOVEMBER 2024 BY THE COUNCIL OF THE LOCAL GOVERNMENT OF TANTRAMAR. MOTION CARRIED.

#24-223 MOVED BY COUNCILLOR BARRY HICKS AND SECONDED BY DEPUTY MAYOR GREG MARTIN THAT COUNCIL APPROVE THE WATER AND SEWER RATES FOR TANTRAMAR FOR PRIVATE HYDRANTS BE SET AT \$483 PER YEAR, FOR PRIVATE SPRINKLERS BE SET AT \$560 PER YEAR, FOR AFTER HOUR CALLS FOR SERVICE BE SET AT \$250 PER OCCURANCE AND FOR WATER TURN ON/OFF'S BE SET AT \$40 PER OCCURANCE EFFECTIVE JANUARY 1, 2025. MOTION CARRIED.

#24-224 MOVED BY COUNCILLOR JOSH GOGUEN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE RATE CHANGES FOR ENCUMBRANCE CERTIFICATES EFFECTIVE JANUARY 1, 2025 AS FOLLOWS:

5 OR MORE BUSINESS DAYS NOTICE BEING PROVIDED	\$ 40.00
3 TO 4 BUSINESS DAYS NOTICE BEING PROVIDED	\$120.00
1 TO 2 BUSINESS DAYS NOTICE BEING PROVIDED	\$240.00
SAME DAY SERVICE BEING PROVIDED	\$400.00. MOTION

CARRIED.

#24-225 MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR DEBBIE WIGGINS-COLWELL THAT COUNCIL APPROVE THE BREAKDOWN OF CAPITAL OUT OF REVENUE IN THE 2025 BUDGET FOR TANTRAMAR IN THE ESTIMATED AMOUNTS AS FOLLOWS:

SHALE AND GRAVEL VARIOUS LOCATIONS	\$ 50,000
STORM SEWER (WALKER ROAD)	\$100,000
RESURFACING (KING STREET PHASE 1)	\$270,000
VARIOUS SIDEWALK RENEWALS	\$ 55,000
REPLACEMENT OF 5 TON PLOW TRUCK	\$450,000
LOADER REFURBISHMENT	\$18,000
AUTOMATIC FLAGGING SYSTEM	\$35,000
PUBLIC WORKS ELECTRIC VEHICLE	\$75,000
PUBLIC WORKS TIRE CHANGER	\$15,000
PUBLIC WORKS ASPHALT AT SALT SHED DOOR	\$20,000
RETAINING WALL (BETWEEN MAIN & LANSDOWNE)	\$45,000
SACKVILLE LIBRARY UPGRADE	\$25,000
LITTLE LEAGUE FIELD BUILDING REPLACEMENT	\$60,000
TVMCC COMPLRESSOR	\$20,000
TVMCC DEHUMIDIFIER	\$125,000
TVMCC DOOR REPLACEMENTS	\$40,000
TVMCC SKATE SHARPENING MACHINE	\$25,000
MEMORIAL PARK REFURBISHMENT	\$15,000
16 FOOT PARKS UTILITY TRAILER	\$10,000
BJMP PLAYGROUND REPLACEMENT	\$48,000
DOG PARK OR OTHER	\$35,000
PPE REPLACEMENT FOR FIRE DEPARTMENT	\$84,000
FIRE DEPARTMENT BATTERY EXHAUST FANS	\$30,000
SCBA UPGRADES DORCHESTER	\$85,000
VIC LEVEL 2 CHARGING STATION	\$10,000
MUNICIPAL SIGNAGE	\$10,000
TOTAL	\$1,755,000

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.

#24-226 MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR BARRY HICKS THAT THE MUNICIPALITY OF TANTRAMAR SUBMIT TO THE MUNICIPAL CAPITAL BORROWING BOARD, AN APPLICATION FOR AUTHORIZATION TO BORROW OR GUARANTEE THE REPAYMENT OF MONEY BORROWED FOR A CAPITAL EXPENSE FOR THE TERMS AND AMOUNTS AND AUTHORIZE THE MAYOR AND CLERK TO SIGN THE SAID DOCUMENT.

**PROTECTIVE SERVICES**

DORCHESTER FIRE HALL CONSTRUCTION \$3,500,000 10 YEARS

**ENVIRONMENTAL HEALTH SERVICES**

LIFT STATION UPGRADES CHARLES STREET \$50,000 5 YEARS

LIFT STATION REPLACEMENT MIDDLE SACKVILLE \$450,000 10 YEARS

WATER TREATMENT PLANT UPGRADES \$150,000 5 YEARS

TOTAL \$650,000

GRAND TOTAL \$4,150,000. MOTION CARRIED.

#24-227 MOVED BY COUNCILLOR JOSH GOGUEN AND SECONDED BY DEPUTY MAYOR GREG MARTIN THAT AS PART OF THE 2025 CAPITAL BUDGET THAT THE FOLLOWING BUDGET ALLOCATIONS BE MADE WITHIN THE UTILITY CAPITAL BUDGET WITH THE POTENTIAL FOR THESE FUNDS TO COME OUT OF THE UTILITY CAPITAL RESERVE FUND, SUBJECT TO A YEAR END REVIEW AS FOLLOWS:

FLEET UPGRADE (REPLACE 2013 CHEV) \$ 110,000

WATER TREATMENT PLANT UPGRADES \$ 47,000

MOTION CARRIED.

#24-228 MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT THE DOCUMENT ENTITLED TANTRAMAR FIVE-YEAR CAPITAL INVESTMENT PLAN FOR THE CANADA COMMUNITY BUILDING FUND (CCBF) 2024 – 2028 BE ADOPTED. MOTION CARRIED.

#24-229 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR DEBBIE WIGGINS-COLWELL THAT COUNCIL GIVE THIRD AND FINAL READING TO BY-LAW NO. 2024-16 A BY-LAW RELATING TO THE ESTABLISHMENT OF A SPECIAL BUSINESS IMPROVEMENT AREA LEVY. MOTION CARRIED.

#24-230 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY DEPUTY MAYOR GREG MARTIN THAT COUNCIL CERTIFY THAT ON THE 28TH DAY OF NOVEMBER 2024 THE COUNCIL OF THE LOCAL GOVERNMENT OF TANTRAMAR ENACTED BY BY-LAW THAT A BUSINESS IMPROVEMENT LEVY BE IMPOSED ON ALL NON-RESIDENTIAL PROPERTY WITHIN THE BUSINESS IMPROVEMENT AREA OF THE LOCAL GOVERNMENT THAT IS LIABLE TO TAXATION UNDER THE ASSESSMENT ACT. THE LEVY SHALL BE IN THE AMOUNT OF \$29,010.00 AT THE RATE OF \$0.2000 AND THE COUNCIL HEREBY DIRECTS AND ORDERS THE MINISTER OF LOCAL GOVERNMENT TO LEVY THE SAID AMOUNT PURSUANT TO PROVISIONS OF THE BUSINESS IMPROVEMENT AREA ACT. ADOPTED THIS 28TH DAY OF NOVEMBER 2024 BY THE COUNCIL OF THE LOCAL GOVERNMENT OF TANTRAMAR. MOTION CARRIED.

#24-231 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MATT ESTABROOKS THAT COUNCIL APPROVE THE BUSINESS IMPROVEMENT LEVY BUDGET FOR 2025 AS PROVIDED BY MAINSTREET REDEVELOPMENT. MOTION CARRIED.

6. ADJOURNMENT

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR  
BRUCE PHINNEY THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 28,  
2024. MOTION CARRIED.

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MAYOR

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DIRECTOR OF LEGISLATIVE SERVICES

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ASSISTANT CLERK