



**REGULAR COUNCIL MEETING  
MONDAY, SEPTEMBER 8 2025 – 6:00 P.M.  
COUNCIL CHAMBERS, MUNICIPAL OFFICE  
31C MAIN STREET, SACKVILLE NB**

**ADOPTION OF AGENDA**

#25-107 MOVED BY DEPUTY MAYOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF SEPTEMBER 8, 2025 AS AMENDED AND MOVE INTO CLOSED SESSION IN ACCORDANCE WITH SECTION 68 (1) (C) AND (J) OF THE LOCAL GOVERNANCE ACT. MOTION CARRIED.

**ADOPTION OF MINUTES**

#25-108 MOVED BY COUNCILLOR GREG MARTIN AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF JULY 8, 2025, AS CIRCULATED. MOTION CARRIED.

#25-109 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF JULY 28, 2025, AS CIRCULATED. MOTION CARRIED.

#25-110 MOVED BY COUNCILLOR DEBBIE WIGGINS-COLWELL AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADOPT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF AUGUST 25, 2025, AS CIRCULATED. MOTION CARRIED.

**CONSENT AGENDA**

#25-111 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL APPROVE THE CONSENT AGENDA OF SEPTEMBER 8, 2025. MOTION CARRIED.

**RFD 2025-066 – BATTERY OPERATED POSITIVE PRESSURE VENTILATION FANS**

*That Council approve the purchase of five (5) battery operated positive pressure ventilation fans from Safety Source Fire in the amount of \$44,418.75 HST included.*

**RFD 2025-067 – DISPOSAL OF 2008 UTILITY TRAILER**

*That Council authorizes the disposal of the 2008 Homemade Utility Trailer utilized by Sackville Fire & Rescue.*

**RFD 2025-068 – UMNb ANNUAL CONFERENCE VOTING REPRESENTATIVE**

*That the Council of Tantramar hereby resolves that Deputy Mayor Matt Estabrooks be appointed as the voting member at meetings of the Union of Municipalities of New Brunswick (UMNB), with Councillor Bruce Phinney appointed as the alternate voting member.*

**RFD 2025-069 – POLICY 2025-18 FLAG PROTOCOL POLICY**

*That Council approve Policy 2025-18 Flag Protocol Policy.*

**RFD 2025-070 – POLICY 2025-19 COMPASSIONATE GIVING POLICY**

*That Council approve Policy 2025-19 Compassionate Giving Policy.*



RFD 2025-072 – PROVINCIAL MUNICIPAL HIGHWAY PARTNERSHIP PROGRAM 2028-2030  
*That Council approve the funding application to the 2028-2030 Provincial-Municipal Highway Partnership Program and authorize that it be submitted to the Department of Transportation and Infrastructure.*

RFD 2025-044-2 – POLICY 2025-17 TVMCC BANNER POLICY  
*That Council approve the amendment to Policy 2025-17 Tantrammar Veterans Memorial Civic Centre Banner Policy.*

## **REPORTS FROM ADMINISTRATION**

### **BAYVIEW ESTATES SUBDIVISION**

#25-112 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT WHEREAS COUNCIL ACCEPTS THE RECOMMENDATION OF THE SOUTHEAST PLANNING REVIEW AND ADJUSTMENT THAT THE PROPOSED STREETS ARE SITUATED IN A SUITABLE LOCATION AND THE PROPOSED STREET NAMES SHEPPARD LANE AND BASINVIEW DRIVE ARE ACCEPTABLE PUBLIC STREET NAMES;

WHEREAS THE DEVELOPERS HAVE REQUESTED TO PROVIDE CASH IN LIEU OF LAND FOR PUBLIC PURPOSES AND AS PER THE SUBDIVISION BY-LAW IN THE AMOUNT OF 8% OF THE MARKET VALUE OF LAND IN THE SUBDIVISION;

BE IT RESOLVED THAT THE COUNCIL OF TANTRAMMAR APPROVES SHEPPARD LANE AND BASINVIEW DRIVE AS NEW PUBLIC STREET NAMES, THAT COUNCIL ACCEPTS THE CASH IN LIEU VALUE IN THE AMOUNT OF \$39,949 AND COUNCIL ASSENTS TO THE LOCATION OF SHEPPARD LANE AND BASINVIEW DRIVE AND DIRECTS STAFF TO PREPARE AND EXECUTE THE SUBDIVIDERS AGREEMENT BETWEEN THE MUNICIPALITY OF TANTRAMMAR AND SALEM PROPERTIES INC. FOR THE CONSTRUCTION OF STREETS AND PUBLIC INFRASTRUCTURE. AYE VOTES RECORDED BY MAYOR ANDREW BLACK, DEPUTY MAYOR MATT ESTABROOKS AND COUNCILLORS ALLISON BUTCHER, BARRY HICKS, GREG MARTIN AND MICHAEL TOWER. NAY VOTES RECORDED BY COUNCILLORS JOSH GOGUEN, BRUCE PHINNEY AND DEBBIE WIGGINS-COLWELL. MOTION CARRIED.

### **CROSS CULVERTS**

#25-113 MOVED BY COUNCILLOR GREG MARTIN AND SECONDED BY DEPUTY MAYOR MATT ESTABROOKS THAT COUNCIL AUTHORIZE THE INSTALLATION OF THREE (3) CULVERTS – FAIRFIELD ONE, WALKER THREE AND WALKER FOUR TO BEALE AND INCH CONSTRUCTION IN THE AMOUNT OF \$63,525.00 PLUS HST. AYE VOTES RECORDED BY MAYOR ANDREW BLACK, DEPUTY MAYOR MATT ESTABROOKS AND COUNCILLORS ALLISON BUTCHER, JOSH GOGUEN, GREG MARTIN AND MICHAEL TOWER. NAY VOTES RECORDED BY COUNCILLORS BARRY HICKS, BRUCE PHINNEY AND DEBBIE WIGGINS-COLWELL. MOTION CARRIED.

### **BULK ROAD SALT**

#25-114 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY DEPUTY MAYOR MATT ESTABROOKS THAT COUNCIL AUTHORIZE STAFF TO PURCHASE SALT FROM WINDSOR SALT AT \$70.40/TONNE AND TRANSPORTATION SERVICES FROM BOWSERS CONSTRUCTION AT \$13.99/TONNE FOR THE 2025/26 SEASON FOR APPROXIMATELY 1,000 TO 1,400 TONNES OF ROAD SALT. MOTION CARRIED.

#### **ASSISTANT CLERK APPOINTMENT - EXTENSION**

#25-115 MOVED BY COUNCILLOR GREG MARTIN AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL APPOINT ELIZABETH HARTLING AS ASSISTANT CLERK OF THE MUNICIPALITY OF TANTRAMAR IN ACCORDANCE WITH SECTION 71 OF THE LOCAL GOVERNANCE ACT FOR A TEMPORARY TERM ENDING ON NOVEMBER 30, 2025. MOTION CARRIED.

#### **MOTIONS FROM MAYOR ANDREW BLACK**

#25-116 MOVED BY MAYOR ANDREW BLACK AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT THE MUNICIPALITY OF TANTRAMAR COMMIT AN ANNUAL CONTRIBUTION OF \$1000 TO THE CANADIAN NAVAL MEMORIAL TRUST(CNMT) IN SUPPORT OF THE HMCS SACKVILLE. FURTHERMORE, I REQUEST THAT STAFF EXPLORE THE POSSIBILITY OF TANTRAMAR OBTAINING TRUSTEE STATUS WITHIN THE CNMT AND COLLABORATE WITH BOTH THE CNMT AND THE SACKVILLE LEGION TO DEVELOP UPDATED SIGNAGE FOR MEMORIAL PARK, TO BE CONSIDERED AS PART OF THE 2026 BUDGET. MOTION CARRIED.

#25-117 MOVED BY MAYOR ANDREW BLACK AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL REQUEST STAFF TO PREPARE AN AMENDMENT TO BY-LAW NO. 258 TOWN OF SACKVILLE BY-LAW DESIGNATING ROADS ACCESSIBLE TO OFF-ROAD VEHICLES, SPECIFICALLY TO INCLUDE MAHONEY ROAD, MOUNTVIEW ROAD AND STATION ROAD, SACKVILLE UNDER THE GENERAL PROVISIONS AND SCHEDULE "A" SECTIONS OF THE BY-LAW . BE IT FURTHER RESOLVED THAT THE UPDATED VERSION OF BY-LAW NO. 258 TOWN OF SACKVILLE BY-LAW DESIGNATING ROADS ACCESSIBLE TO OFF-ROAD VEHICLES, INCORPORATING THE PROPOSED AMENDMENT, BE BROUGHT FORWARD FOR FORMAL COSIDERATION AT A FUTURE COMMITTEE OF THE WHOLE MEETING. MOTION CARRIED

#25-118 MOVED BY MAYOR ANDREW BLACK AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT A LETTER OF SUPPORT BE SUBMITTED TO THE DEPARTMENT OF NATURAL RESOURCES ENDORCING THE TANTRAMAR ATV CLUB'S REQUEST FOR ACCESS TO THE RAIL BED EXTENDING FROM STATION ROAD IN SACKVILLE TO THE MUNICIPAL BOUNDARY IN MIDGIC AND AUTHORIZE THE MAYOR TO SIGN THE LETTER ON BEHALF OF THE MUNICIPALITY OF TANTRAMAR. MOTION CARRIED.

#### **WILLOW LANE CLOSURE**

#25-119 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR GREG MARTIN THAT COUNCIL CLOSE WILLOW LANE, SACKVILLE BETWEEN 9:00 A.M. AND 3:00 P.M. ON TUESDAY, SEPTEMBER 9, 2025 TO ACCOMMODATE FILMING BY RADIO CANADA INTERNATIONAL.

#### **EASEMENT – WELDON STREET SACKVILLE TRUNK SEWER**

#25-120 MOVED BY COUNCILLOR JOSH GOGUEN AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE EASEMENT AGREEMENT WITH THE DEPARTMENT OF NATURAL RESOURCES & ENERGY DEVELOPMENT FOR THE WELDON STREET SACKVILLE TRUNK SEWER PROJECT. MOTION CARRIED.

#### **BY-LAWS**

#25-121 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL GIVE FIRST READING IN NAME ONLY TO BY-LAW NO. 244-V, A BY-LAW TO AMEND BY-LAW NO. 244 TOWN OF SACKVILLE ZONING BY-LAW. MOTION CARRIED.



#25-122 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL GIVE SECOND READING IN ITS ENTIRETY TO BY-LAW NO. 244-V, 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 MINIMUM LOT FRONTAGE AND MINIMUM LOT SIZE FOR THE OUTSIDE LOT OF A VERTICALLY ATTACHED DWELLING UNIT IN PART 10: URBAN RESIDENTIAL 2 ZONE: R2, SECTION 10.2 ZONE REQUIREMENTS AND PART 11: URBAN RESIDENTIAL 3 ZONE: R3, SECTION 11.2 ZONE REQUIREMENTS WHICH BOTH SET THE MINIMUM LOT FRONTAGE FOR AN OUTSIDE LOT OF A VERTICALLY ATTACHED DWELLING UNIT AT 15.3M (50FT) AND THE MINIMUM LOT SIZE FOR AN OUTSIDE LOT OF A VERTICALLY ATTACHED DWELLING UNIT AT 464.5SQM (5000SQFT) AND REPLACING THE MINIMUM LOT FRONTAGE AND MINIMUM LOT SIZE FOR AN OUTSIDE LOT OF A VERTICALLY ATTACHED DWELLING UNIT TO A MINIMUM LOT FRONTAGE OF 10.1M(33.23FT) AND A MINIMUM LOT SIZE OF 308SQM(3315.3SQFT). ALL OTHER REQUIREMENTS SHALL REMAIN THE SAME. MOTION CARRIED.

#### **ADJOURNMENT**

#25-123 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF SEPTEMBER 8, 2025. MOTION CARRIED.