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*“The Municipality of Tantramar is committed to supporting our employees’ and members of Council’s right to work in an inclusive, safe and respectful work environment.”*

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**1. CALL TO ORDER**

1.1 APPROVAL OF AGENDA

1.2 CONFLICT OF INTEREST DECLARATION

**2. COUNCIL DIRECTION REQUESTS**

2.1 BY-LAW NO. 2025-20 BUSINESS IMPROVEMENT AREA LEVY – B. GOODWIN (Pg. 2)

2.2 DORCHESTER ATV PARADE OF LIGHTS – M. PRYDE (Pg. 5)

**3. DEPARTMENTAL REPORTS**

3.1 ACTIVE LIVING & CULTURE (Pg. 8)

3.2 COMMUNITY & CORPORATE SERVICES (Pg. 10)

3.3 ENGINEERING & PUBLIC WORKS (Pg. 22)

3.4 PROTECTIVE SERVICES (Pg. 14)

3.5 FINANCIAL SERVICES (Pg. 17)

3.6 ADMINISTRATION

a) LEGISLATIVE SERVICES (Pg. 24)

b) CHIEF ADMINISTRATIVE OFFICER (Pg. 25)

c) SOUTHEAST REGIONAL SERVICE COMMISSION – PLAN360 DEVELOPMENT ACTIVITY REPORT (Pg. 27)

3.7 MAYORS REPORT (Pg. 30)

**4. QUESTION PERIOD**

\*A 15-minute public question period will be held for clarification purposes of information presented to Council during the Committee of the Whole meeting.

**5. ADJOURNEMENT**

**\*\*THE FULL COMMITTEE OF THE WHOLE PACKAGE WILL BE AVAILABLE AT [www.TantramarNB.com](http://www.TantramarNB.com) THE DAY OF THE MEETING AT 11:30 A.M.**

*Note: In-Camera Meetings deal with items as per section 68(1) of the Local Governance Act and identified by file numbers using the following: (L) Legal, (RCMP) Police, (HR) Human Resources, (P) Property, (PA) Third Party Agreement*



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**To:** Mayor and Council

**Submitted by:** Becky Goodwin, Assistant Clerk

**Date:** September 18, 2025

**Subject:** Business Improvement Area Levy

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## **PROPOSAL**

To approve By-Law No. 2025-20 A By-Law Related to the Establishment of a Special Business Improvement Area Levy.

## **BACKGROUND**

Each year, Council must approve an updated Special Business Improvement Area Levy By-Law. A Business Improvement Area (BIA) is established in accordance with the BIA Act and may only be considered following a formal petition. This petition must be submitted either by a group of five or more non-residential property users, or by the board of directors of a business improvement corporation, provided the board includes at least five non-residential users.

The current designated BIA is outlined in [By-Law No. 128, A By-Law to Designate and Establish a Business Improvement Area within the town boundaries](#). At present, the Sackville downtown core is the sole BIA within Tantramar.

## **DISCUSSION**

A levy is applied to all business properties located within the boundaries outlined in By-Law No. 128, *A By-Law to Designate and Establish a Business Improvement Area within the Town*. This by-law has remained in effect annually since 1987, with updated versions brought forward each year to set the applicable rates. The levy is capped at a maximum of \$0.20 per \$100 of assessed property value.

Staff have contacted Mainstreet Redevelopment Inc. to request their proposed budget for 2026. In accordance with Section 2(2) of the Business Improvement Areas Act, the budget will be published in the *Moncton Times and Transcript* once per week for two consecutive weeks.

## **INTERDEPARTMENTAL CONSULTATION**

Manager of Tourism & Business Development

## **LEGISLATION/POLICY**

[Business Area Improvement Act of New Brunswick](#)

## **FINANCIAL CONSIDERATIONS**

Municipality will remit payment to "Downtown Sackville, NB"

## **LEGAL**

N/A

## **COMMUNICATIONS/PUBLIC ENGAGEMENT**

N/A

## TANTRAMAR 2025-2028 STRATEGIC PLAN

This aligns with our *Continuous Good Governance Improvement* pillar from Tantramar's [2025-2028 Strategic Plan](#).

### COMMUNITY IMPACT

N/A

### CLIMATE CHANGE IMPLICATIONS

N/A

### CLIMATE LENS

Climate Lens	Towards	Away	No change
Emissions reduction			x
Stormwater management			x
Thriving natural assets			x
Sustainable processes			x
Climate change adaptation			x
Climate leadership			x

### OPTIONS

1. Give first and second reading of By-Law No. 2025-20 Business Improvement Area Levy at the October 14, 2025 Regular Council Meeting and third and final reading of the By-Law at the meeting for budget approvals.
2. Do not approve By-Law No. 2025-20. In accordance with Section 4(6) of the BIA Act, *"if a council refuses to make a by-law imposing the Levy, no non-residential property within the proposed business improvement area is subject to a by-law subsequently made before one year has elapsed form the date of the decision of council."*

### RECOMMENDATION

That Council consider first and second reading of the BIA Levy By-Law at the Regular Council Meeting of October 14, 2025.

### ATTACHMENTS

By-Law No. 2025-20 A By-Law Relating to the Establishment of a Special Business Improvement Area Levy

BY-LAW NO. 20~~24~~-1625-20

A BY-LAW RELATING TO THE ESTABLISHMENT OF A SPECIAL BUSINESS IMPROVEMENT AREA LEVY  
BUSINESS IMPROVEMENT LEVY BY-LAW

Pursuant to Section 5(1) of the *Business Improvement Areas Act* R.S.N.B 2014, c. 102, be it enacted by the Council of Tantramar as follows: ~~BE IT ENACTED by the Council of Tantramar under the authority vested in it by the Business Improvement Areas Act, S.N.B. 2014, C. 102 as follows:~~

1. A Special Business Improvement Area Levy in the amount of twenty cents per one hundred dollars (.20/100) of assessment for the year beginning January 1, 202~~5~~<sup>6</sup>, is hereby imposed on all business properties within the area described in By-Law No. 128 being *A BY-LAW TO DESIGNATE AND ESTABLISH A BUSINESS IMPROVEMENT AREA WITHIN BOUNDARIES OF THE TOWN OF SACKVILLE* enacted on December 14, 1987.
2. Proceeds from the levy in the amount of twenty-nine thousand and ten dollars (\$29,010.00) may be remitted following receipt by Tantramar to Mainstreet Redevelopment Sackville Inc. for the purposes contained in the budget submitted by Mainstreet Redevelopment Sackville Inc. and approved by Tantramar Council on November \_\_, 2025.
3. Upon passing of this By-Law, Tantramar By-Law No. ~~2023-09~~ 2024-16 is hereby repealed.

**IN WITNESS WHEREOF** Tantramar has caused hereto affixed its Corporate Seal of the said Municipality to be affixed to this by-law the \_\_ day of November 2025 and signed by:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

Read a first time this \_\_ day of October 2025.

Read a second time this \_\_ day of October 2025.

Read a third time and done and passed Council this \_\_\_\_ day of November 2025.



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**To:** Mayor and Council

**Submitted by:** Matt Pryde, Director of Active Living and Culture

**Date:** September 18, 2025

**Subject:** Dorchester ATV Parade of Lights

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**PROPOSAL**

To permit the ATV Parade of Lights to operate in Dorchester on the evening of December 13, 2025 from approximately 6:00 – 7:30 p.m.

**BACKGROUND**

Members of the Dorchester community have once again reached out to seek permission to operate their parade of lights using primarily All Terrain Vehicles. The parade would be accompanied by the Dorchester Fire Department and would consist of decorated ATVs to celebrate the Holiday Season, not unlike Sackville's Parade of Lights.

**DISCUSSION**

The proposed parade route map can be seen below and is as follows:

- Starts on Water Street
- Turns onto Highway 106 towards Fort Folly before turning left onto Cherry Burton Road and Looping onto Bernard Trail.
- It will exit Bernard Trail turning right onto Highway 106, until turning right again onto Woodlawn to Woodhurst.
- Turning left onto Woodhurst, the ATVs will then follow the loop back to Highway 106.
- Turning left onto Highway 106, the parade will then turn left onto Cape Road and take another left onto Water Street before finishing.

Similar to the 2024 event, staff feel that the parade will be safely escorted by the Dorchester Fire Department, so a formal street closure is not required. Council, however, is asked to pass a motion permitting the parade participants to operate their ATV on municipal streets for the duration of the parade.

**INTERDEPARTMENTAL CONSULTATION**

N/A

**LEGISLATION/POLICY**

ATVs require permission from Council to travel on streets in Tantramar.

**FINANCIAL CONSIDERATIONS**

N/A

**LEGAL**

N/A

## COMMUNICATIONS/PUBLIC ENGAGEMENT

Website, social media, etc.

## TANTRAMAR 2025-2028 STRATEGIC PLAN

This aligns with our *Supporting Social and Cultural Connections to Build Our Community* pillar from Tantramar's [2025-2028 Strategic Plan](#).

## COMMUNITY IMPACT

Enjoyable community event.

## CLIMATE CHANGE IMPLICATIONS

Gas powered vehicles gathered for the event

## CLIMATE LENS

Climate Lens	Towards	Away	No change
Emissions reduction		X	
Stormwater management			X
Thriving natural assets			X
Sustainable processes			X
Climate change adaptation			X
Climate leadership			X

## OPTIONS

- a) Permit the ATVs to participate in the parade
- b) Do not permit the ATVs to participate in the parade

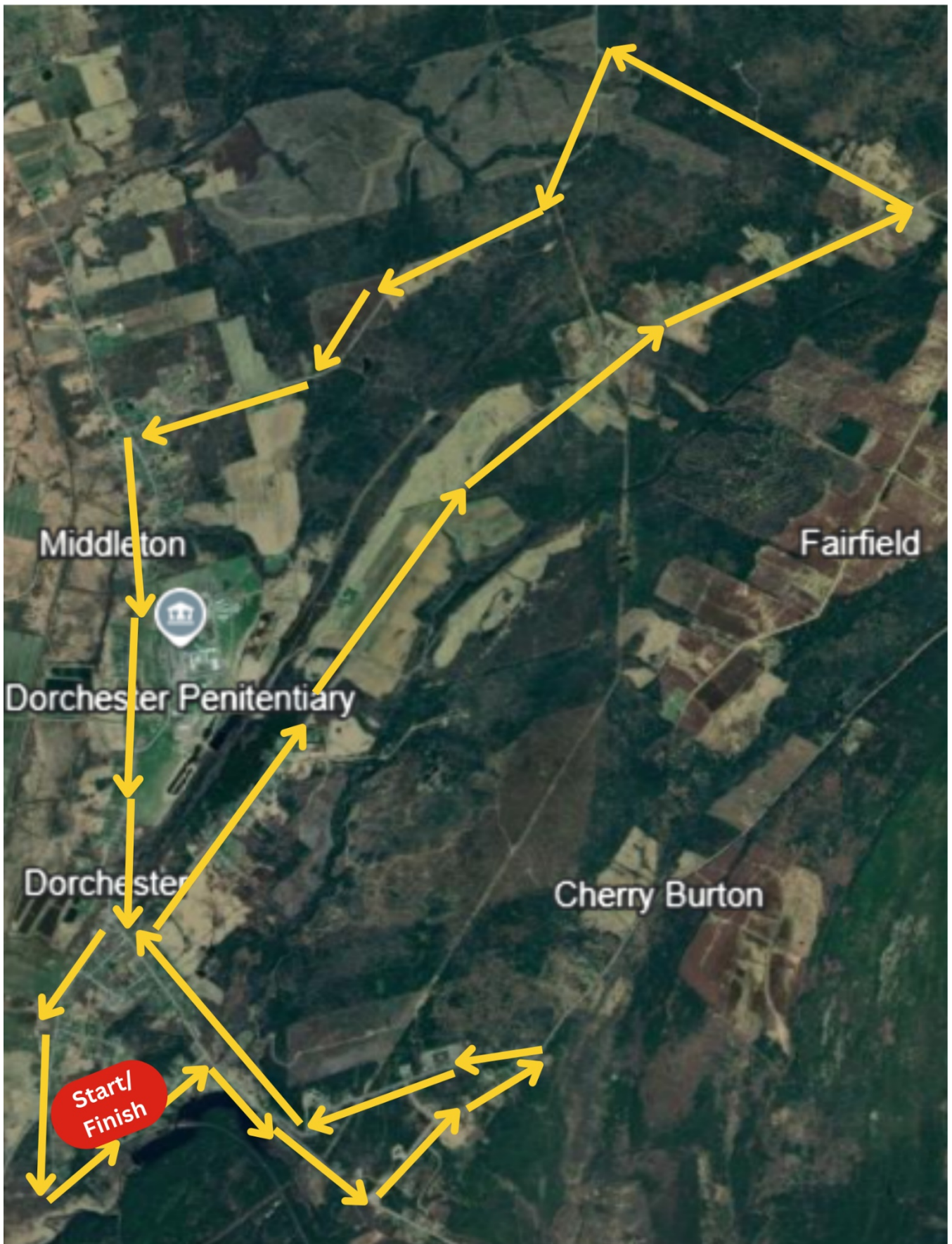
## RECOMMENDATION

Staff recommend that a motion be brought forward at the October 14, 2025 Regular Council meeting to authorize ATVs to participate in the parade as presented.

## ATTACHMENTS

Map of parade route







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**To:** Mayor and Council

**Submitted by:** Matt Pryde, Director of Active Living and Culture

**Date:** September 18, 2025

**Subject:** Departmental Report

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### ACTIVE LIVING AND CULTURE

The report that follows includes information from August 16 – September 15, 2025

General Departmental Information:

- 90 seats sponsored thus far for the Grab a Seat Campaign. Our largest donors are Catalyst Consulting Engineering Inc., Brunswick Fyr and Safety, SE Mutual Insurance, and the Sackville Rod and Gun Club. All of whom have sponsored 10 seats. A big thank you and if you would like to get involved, please visit [www.tantramarNB.com](http://www.tantramarNB.com).
- The Scout Car Refurbishment is completed and returned to Memorial Park.
- Work has started on the Recreation Master Plan with consultant. Public consultation is scheduled to start the week of October 12, 2025.
- Work continues to develop a Net Zero Plan for the TVMCC through a partnership with the Canadian Urban Institute. A draft report is complete and should be finalized soon.
- 2026 Tantramar Community Development Grant applications are now available online at [www.tantramarNB.com/town-grants](http://www.tantramarNB.com/town-grants). The deadline to apply is October 15, 2025.
- We are now accepting resumes for Civic Centre Rink Attendants and After School Program Leaders.



### PARKS AND FACILITIES

- Many of the summer sports have wrapped up, but the fields remain busy with slo-pitch tournaments, ultimate frisbee, rugby, soccer, high school baseball, and football.
- The ice was successfully installed at the Tantramar Veterans Memorial Civic Centre along with the new dehumidification system Council had approved in early 2025.
- The first booking of the year was an exhibition game between the Amherst Ramblers and Truro Bearcats Junior A teams; attracting over 500 spectators.
- The hanging baskets have been removed.
- Legion banner installation will begin in late September.
- The Dorchester clock has been repaired. We will be looking to repair the Bill Johnstone clock in the spring.



- The Quarry Park interpretive signage is complete and installed. Volunteers have been working on the weekends to touch up some of the trails as well. The opening ceremony is scheduled for September 18<sup>th</sup>.
- To book space in any Tantramar operated facilities, please contact [bookings@tantramarNB.com](mailto:bookings@tantramarNB.com) or 506-364-4955.
- Staff continue to monitor the parks and the trails throughout Tantramar, but if you see something that needs attention call 506-364-4955 or email [bookings@tantramarNB.com](mailto:bookings@tantramarNB.com).



## RECREATION PROGRAMS AND EVENTS

- Fall program registration and information is available now at [www.tantramarNB.com/programs](http://www.tantramarNB.com/programs). Programs include:
  - Trailblazers
  - Marshview After-School Programming
  - Ultimate Frisbee
  - Adult Basketball
  - Pickleball in both Sackville and Dorchester
  - 50+ and Primetime Aerobics
  - Aquasize
  - Dorchester Fitness programming
  - Ukulele
- The Sackville Triathlon took place successfully on the morning of August 16, 2025.
- We hosted an end of summer bash at Bill Johnstone Memorial Park on August 19<sup>th</sup> from 1:00-3:00pm. There was a free BBQ, kids' activities and a foam party to enjoy!
- The MTA Corn Boil took place on August 30<sup>th</sup> where we handed out about 800 cobs of corn in partnership with the Sackville Rotary Club.
- The Sackville Fall Fair will take place September 18-21, 2025. A full schedule of events is available at [www.tantramarNB.com/fallfair](http://www.tantramarNB.com/fallfair).
- The Sackville Pride Parade will take place on September 24<sup>th</sup> with speeches starting at the top of York Street at 4:00pm.
- In partnership with Fort Folly, the Amlamgog Youth Powwow will take place on Saturday, September 27<sup>th</sup> at Dorchester Consolidated School. Grand entry starts at 12pm.
- Moonlight Madness will take place on November 14 and December 5. The call for vendors will be open soon. Businesses can fill out the information form and submit it to Jessica Wilson ([j.wilson@TantramarNB.com](mailto:j.wilson@TantramarNB.com)) before October 9, 2025 to be included in the mailed-out brochure.



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**To:** Mayor and Council

**Submitted by:** Jeff Taylor, Director of Community and Corporate Services

**Date:** September 18, 2025

**Subject:** Community & Corporate Services Departmental Report

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This report covers the period between August 16 and September 15, 2025.

### **Director of Community and Corporate Services**

We hosted a successful Entrepreneurs Night with about a dozen local business owners attending to network and hear Jeremy McLachlin speak on internet marketing. Attendees expressed interest in making this a semi-regular event, with future topics possibly including HR programs for summer students and a CRA liaison session during tax season.

Filming projects in Tantramar are wrapping up. While the process has gone smoothly, we plan to engage with residents, staff, and film crews to develop clear guidelines and procedures for future productions.

Our first corporate planning workshop with Strategic Steps was very productive, and we look forward to the next session in early October.

The Director attended the AMANB Conference in Bouctouche, which provided valuable insights and an excellent opportunity to connect with municipal colleagues from across New Brunswick.

### **Manager of Tourism and Business Development**

In September the Craft Gallery is open seven days a week from 9 am to 5 pm, and travel counselling is available Tuesday to Sunday from 9 am to 5pm. In October, the Craft Gallery is open 9 am to 5 pm every day except Thanksgiving, and travel counselling is available Tuesday to Sunday from 9 am to 5pm until October 19, then it becomes self-serve. Café Tintamarre's hours are online.

At the Visitor Information Centre building use numbers for August 2025 were 2877. This compares to 2359 in 2024, an increase of 22%. Research, including discussions with the Café and local and regional tourism businesses and support organizations, indicate our increased numbers for 2025 are due to increased traffic at the Café, as well as generally increased tourism numbers in the region.

On August 28 we also held our final summer community at the VIC. Once again, we had a good turnout and received a lot of positive feedback.

The Manager had several meetings and attended presentations during the report period, including: the Fundy Biosphere Board; a Net Zero workshop at the Civic Centre; and a presentation on the development of the UNESCO Tourism Corridor linking UNESCO sites in the Atlantic Provinces. The Manager also attended

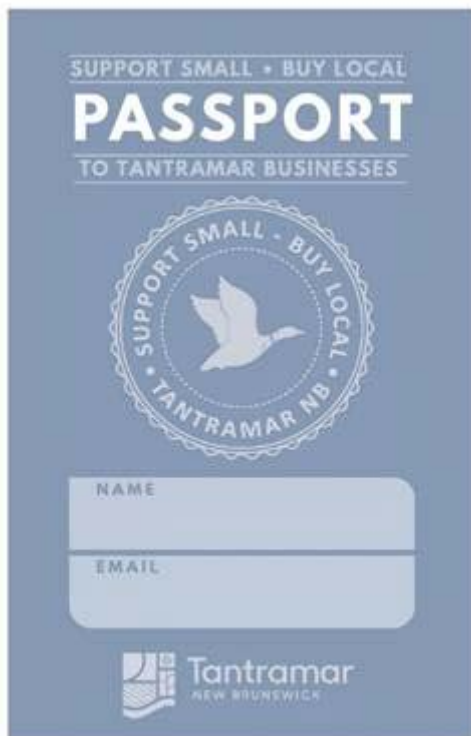
Climate Change Advisory Committee and Aim Network Coastal Resilience advisory group meetings during this report period.

On August 27, the Manager presented at a Webinar on “The Wise Use of Wetlands and Sustainable Development in Wetland Cities” as a Ramsar Accredited Municipality. The presentation, at 5 AM Tantramar time, was well received.

We are excited to announce that the Sackville Waterfowl Park has been chosen by Ducks Unlimited as one of their 2025 “Treasured Wetlands”. More details on the honour, and a celebration event, will be announced soon.

We were very excited to note that our new TransCanada highway signs, which include both the name Sackville and Tantramar’s name and logo were installed on the marsh and Walker Rd sides of the Municipality. We look forward to continuing to spread and strengthen the Tantramar brand.

Our new Buy Local passport has been distributed around town. The passports encourage people to spend money in local businesses, and they can receive rewards for doing so. October 15 is the deadline to submit a passport to be part of a \$1000 shop local grand prize draw. All the details can be found [here](#).



We are excited to announce that we are adding Victor “Pinky” Dauvin (Performer), Virgil Hammock (Writer), Jennie Del Motte (Builder), and Joh Hammond (Visual Artist) to the Sackville Arts Wall. The induction celebration, which is open to the public, will begin at 6:00 p.m. at the St. Paul’s Anglican Church Hall (doors open at 5:30 pm), and will conclude with unveiling of this year’s plaques at the nearby Arts Wall site on Main Street, overlooking the Waterfowl Park.

#### **Communications Officer**

Planning has begun for Tantramar Connect sessions, to be held late October into November. These sessions will follow the format of last year’s successful municipal roadshows.

The communications officer gave a presentation about growing your business online at the first Entrepreneurs Night. Thanks again to all the business owners and entrepreneurs who joined us for what was a great first event.

The Communications Strategy is underway: internal engagement is nearly complete, with external engagement to follow.

Work on the new municipal website continues, including populating the business and attractions directory and uploading council and bylaw information.

Ongoing collaboration with the Rural Health Action Group includes Saturday morning engagement at the market, speaking with residents about healthcare and gathering content for the marketing campaign.

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**To:** Mayor and Council  
**Submitted by:** Jon Eppell, Director of Engineering & Public Works  
**Date:** September 18, 2025  
**Subject:** Engineering & Public Works Departmental Report

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This report covers the period from August 16 to September 15.

Work Orders:      Start of period: 292      Created: 78      Closed: 106      End of period: 264

#### Roads/Transportation

- Installed driveway culverts on Fairfield Road and Raworth Heights
- Installed a storm service on Charles Street.
- Replaced two cross culverts on Walker Road.
- Repaired the top of a storm manhole on Bridge Street.
- Continued pavement markings and refreshed rainbow crosswalks.
- Stripe Works (Contractor) painted centreline of roads.
- Completed some ditching on Walker Road.
- Roadside mowing resumed and was completed.
- Ripped shale in the pit on Mount View Road.
- Cleaned out one backwash lagoon at the water treatment plant.
- Provided assistance for special events.
- Painted floors in three rooms at Sackville Fire Department.

#### Utility

- Installed services (water/sanitary/storm) at the new building on York Street.
- Repaired water break near Squire Street/Princess Street intersection.
- Repaired sanitary lateral on Crescent Street.
- Flushed sanitary sewer on Crescent and on Squire Street.
- Unidirectional flushing (Sackville) and hydrant inspections planned to start October 6.

#### Mechanics

- Safety inspections and repairs of fire trucks ongoing.
- Undercoating completed for seven pieces of equipment and six vehicles.
- Hyundai loader body repair and painting expected to be completed week of September 22.
- Tender being prepared for replacement sidewalk plow.

#### Engineering

- Request for Proposals (RFP) for assessment of the Crescent Street lagoons to be issued soon.
- First low lift pump refurbishment is underway pending arrival of parts.
- Sackville Well 3 water levels and recovery have remained consistent since the beginning of July.
- Cross culvert pipe was obtained for Fairfield 1, and Walker 4. Pipe for Walker 3 is expected to arrive week ending September 19. Pipe installation is proceeding September 17 starting with Walker 4.
- Reviewed subdivision plans and building permit applications.

**To:** Mayor and Council

**Submitted by:** Protective Services Staff

**Date:** September 18, 2025

**Subject:** Protective Services

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**Reporting Period August 16 – September 15, 2025**
**By-Law Enforcement**

Court Appearances	0
2-Hour Parking Enforcement	22
10-Minute Parking Enforcement	6
Willow Lane Parking Enforcement	12
Assisting other Departments	3
By-Law Violations Issued	66
By-Law Warnings Issued	6
Occurrences Total	22
Occurrences Completed	14
Occurrences Outstanding	8
Dangerous or Unsightly Premises Occurrences Active	8
Overnight Parking Violations (Winter Parking)	0
By-Law Violations for 2025 Total	320

**Fire – Point De Bute**

Point De Bute Fire responded to four (4) calls for service during the reporting period. They included: 1-transport truck fire, 1-mutual aid to Sackville and 2-smell of smoke (1- a campfire that was extinguished before the department arrived and 1- where the wind pushed smoke into the area from NS)

**Fire - Dorchester**

Dorchester Fire Department responded to two (2) calls for service during the reporting period – One false alarm and one motor vehicle accident. The department held their monthly meeting and kicked off training again by planning their training schedule for the next six (6) months. Dorchester Fire Department will host a Soup and Chili supper on Sunday, September 28<sup>th</sup> from 4:00 p.m. until 6:00 p.m. at the Dorchester Veterans Community Centre.

**Fire – Sackville**

Please see emergency responses and trainings below that have taken place from August 15, 2025, up to and including September 15, 2025.

Sackville Fire & Rescue responded to 34 calls for service. They included: 9-commercial fire alarms, 8-rubbish fires, 7-motor vehicle collisions, 3-smell of smoke, 2-mutual aid request from Point de Bute Fire Department, 1-request for assistance from Ambulance, New Brunswick, 1-mutual aid request from Amherst Fire Department, 1- utility pole fire, 1-vehicle fire, and 1-heavy smoke in the air – coming from the forest fires in Nova Scotia.

Trainings that took place were, boat operations, water rescue, cleaning of fleet, SCBA mask fit testing as well as station and equipment checks to ensure all equipment remains in a state of readiness.



I would like to remind our residents when they are planning to have an outdoor fire to review the [Fire Prevention By-Law No.275](#), Section 3-Outside Fires. Also. the wood burning appliance shall not be used when the New Brunswick Department of Natural Resources and Energy have placed a ban on open burning in the region.

As always, I would like to remind all residents to make sure that they have a basic emergency kit prepared to last 72 hours, in the event of an emergency. Things that should be in this kit are: two liters of water per person/day, food that will not spoil, such as canned food, energy bars and dried foods (remember to replace the food and water once a year). Other items that should be included are a manual can opener, flashlight, and batteries and a first aid kit.

### **Animal Control**

During the month of August, 25 calls were responded to, and 36 patrols were conducted within Sackville boundaries. Calls responded to include missing pets, dogs running at large, dogs off leash in public areas and residents requiring the use of live traps.

During the month of August, no complaints relating to all other areas of Tantramar were received.

Residents of Sackville can contact Animal Control by calling (506) 536-7671. Residents of Dorchester and the local service areas can contact People for Animal Wellbeing (PAW) by calling (506) 857-8698



### **Operations:**

During this period between August 16<sup>th</sup> 2025 and September 15<sup>th</sup> 2025, RCMP responded to, among other calls (1<sup>st</sup> number in Tantramar, 2<sup>nd</sup> number in the Sackville RCMPs jurisdiction which falls outside of Tantramar):

wellbeing checks - 7 / 5	uttering threats – 2 / 3
traffic collisions – 12 / 14	thefts – 8 / 3
sexual assault – 2 / 0	impaired driver – 3 / 1
suspicious person/vehicle – 18 / 6	mischief – 9 / 8
mental health – 11 / 4	false 911 calls – 0 / 2
fraud – 3 / 2	false alarms – 7 / 9
break and enter – 6 / 3	arson – 0 / 1
assault – 7 / 5	sudden deaths – 0 / 0

Total calls for service were higher than the previous month.

### **Traffic:**

Traffic stats were lower than the previous month.

### **Administration:**

Increase in Criminal Record Check for Sports Organizations and Mount Allison University.

### **New Brunswick Occurrence Map links:**

[New Brunswick Occurrence Map](#)  
[Daily Occurrence Report](#)

### **Submitted by:**

A/Sgt. Andy Paynter

Community Program Officer Monthly Report  
August - September 2025

**Schools visited:**

- Tantramar Regional High School - 3
- Marshview Middle School - 3
- Salem Elementary School - 0
- Dorchester School – 2

**School Activities & Presentations:**

Start of school – visits with RCMP members  
Lockdown Drills

**School Consultations: 4**

**Youth & Adult Diversion Files:**

Adult: 3

Youth: 4

**Events**

End of summer bike rodeos  
Girl Empowerment Camp – presentation and detachment tour

**Upcoming events**

Fall Fair – Touch a Truck  
School presentation – Online safety

**CPO- Melanie Belliveau**



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**To:** Mayor and Council

**Submitted by:** Michael Beal, Director of Financial Services

**Date:** September 22, 2025

**Subject:** Financial Services

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Financial Statements are included to the end of August 2025. Both General and Utility operating have nothing major to report that will negatively impact on the financial position of the Municipality to date for the year 2025. Projections continue to show that Revenue will exceed targets and that most expenses will be on budget or under budget with a few coming in slightly over budget. Nothing new to report since our July 31<sup>st</sup> statements were presented. We will continue to monitor this for the remainder of the year. Capital project for 2025 continues and overall are coming in on or under the budget with exception of Dorchester Fire Hall which was previously reported.

The new Dorchester Fire Hall construction continues. Rice Contracting and their subs have begun work in anticipation of a 12-month construction schedule and completion in the summer of 2026. The total cost of construction will be the construction tender of \$5,857,400 plus HST in addition to the architect cost and any extras that may come up through the process. We will monitor this and report regularly. We have now received a construction schedule that is attached at the end of the Finance report and shows a project completion at the end of July 2026.

We are currently working on preparing for Budget 2026. Finance is working on the documents for departments to fill out in preparation for the upcoming budget. Work began in August and will continue through September to November. The first public phase of the budget will be an opportunity for public presentations. This meeting has been scheduled for Tuesday September 23<sup>rd</sup> at 7 pm. Anyone who wished to make a presentation was required to submit their request by September 18, 2025.

More budget dates will be determined by the end of September for mid-late October and into November.

During August 2025, the following large deposits were received:

- \$1,399,968.70 on August 1<sup>st</sup> from GNB for our monthly warrant payment.
- \$303,354.50 on August 6<sup>th</sup> from GNB for the first CCBF (Gas Tax) payment in 2025.

In August 2025 we began a new round of shut-off letters for overdue and outstanding water and sewer accounts. These letters required the account to be paid in full or sufficient arrangements to be made otherwise water services would be disconnected. For Sackville Utility, we issued a total of 136 notices for a total owing of \$86,306.12 and for Dorchester Utility, we issued a total of 25 notices for a total owing of \$33,585.66. The total for all of Tantrammar is 161 notices for a total value of \$119,891.78.

In comparison, in August 2024 for Sackville Utility, we issued a total of 153 notices for a total of \$119,503.23 and for Dorchester Utility, we issued a total of 30 notices for a total of \$34,848.49. This totals 183 notices for a total of \$154,351.72 in value. You can see there is a reduction in 2025 for both the number of notices and total amount of notices. Any outstanding accounts that have yet to complete their payments in the 2024 notices have been added to the 2025 notice totals and are on new orders for payments.

As of September 12, 2025 a total of \$49,591.00 has been collected of the total \$119,891.78. This represents 41.36% of the total, in which we have collected 50.47% for the Sackville accounts and 19% related to the Dorchester accounts.

2025 Dog tags continue to be available for everyone in Tantramar. Those who reside in the former Sackville and Dorchester area are subject to a late fee of \$20 when the register as the deadline of March 31, 2025 has passed.

With the implementation of the new animal control by-law in May for all of Tantramar those in former local service districts were previously able to register their dogs at the standard rate with no late fee until July 31, 2025. We have decided that where this is a new by-law for the former Local Service Districts, we will not be charging a late fee for anyone in the former Local Service Districts that did not have animal control by-law at all during the year 2025. This is to encourage registration of dogs within Tantramar.

A reduced tag fee for any dog microchipped has been implemented at that fee will be \$10 per year for the registration. All dogs must be registered at the Tantramar Municipal Office and not through animal control.

Summer student Emmy Parson completed her term the end of August in the Financial Services Department. By-Law students continue to work until September 27, 2025 at which time they will complete their terms, and we will return to one full time By-Law Officer. If anyone needs to contact by-law enforcement until this date they can reach the student patrol team at 506-540-1722 or at [bylawstudent@TantramarNB.com](mailto:bylawstudent@TantramarNB.com).

In September I had the opportunity to attend two conferences. The first one was the Association of Municipal Administrators of New Brunswick, which brought over 200 delegates to Bouctouche for 3 days of good seminars and networking. Three other Tantramar staff also attended this conference.

I also had the opportunity the week of September 16<sup>th</sup> to 20<sup>th</sup> to attend the Municipal Finance Officers Association Conference in Ontario which brings together Finance Officers from all over Canada for 4 days of learning. Topics that will be discussed during this conference include Long Term Budget planning, Financial Systems, Asset Management, Reserve Fund maximization as well as many keynote speakers.

TANTRAMAR  
STATEMENT OF REVENUE & EXPENDITURES  
GENERAL GOVERNMENT  
AS OF AUGUST 31, 2025

	YTD JULY 31/25	YTD AUG 31/25	BUDGET 2025	% OF BUDGET
<b>REVENUE</b>				
PROPERTY TAX & EQUALIZATION	9,799,781	11,199,750	16,799,624	66.7%
FINANCE & ADMINISTRATION	405,157	586,077	309,669	189.3%
ENGINEERING & PUBLIC WORKS	15,505	19,998	119,333	16.8%
POLICING & BY-LAW	210,075	212,245	365,500	58.1%
FIRE SERVICES	1,870	1,870	13,554	13.8%
ACTIVE LIVING & CULTURE	202,859	219,709	309,200	71.1%
COMMUNITY & CORPORATE SERV	34,942	37,900	27,800	136.3%
<b>TOTAL REVENUE</b>	<b>10,670,189</b>	<b>12,277,549</b>	<b>17,944,680</b>	<b>68.4%</b>
<b>EXPENDITURES</b>				
FINANCE & ADMINISTRATION	2,012,462	2,115,903	3,370,977	62.8%
CAPITAL OUT OF REVENUE	-	-	1,755,000	0.0%
RESERVE FUND TRANSFER	-	-	250,000	0.0%
DEBT, INTEREST & BANKING	363,305	364,299	990,141	36.8%
ENG & PUBLIC WORKS	1,638,880	1,798,091	3,699,252	48.6%
FIRE SERVICES	786,501	866,565	1,633,497	53.0%
POLICING & BYLAW	1,098,784	1,129,758	3,020,228	37.4%
ACTIVE LIVING & CULTURE	1,271,067	1,468,426	2,138,759	68.7%
COMMUNITY & CORPORATE SERV	438,254	522,548	1,086,826	48.1%
<b>TOTAL EXPENDITURES</b>	<b>7,609,253</b>	<b>8,265,590</b>	<b>17,944,680</b>	<b>46.1%</b>

\*\*\* UNAUDITED AND UNADJUSTED

EXPENDITURE NORM      66.7%

TANTRAMAR  
STATEMENT OF REVENUE & EXPENDITURES  
UTILITY GOVERNMENT  
AS OF AUGUST 31, 2025

	YTD JULY 31/25	YTD AUG 31/25	BUDGET 2025	% OF BUDGET
<b>REVENUE</b>				
WATER REVENUE	697,380	721,400	1,365,193	52.8%
SEWER REVENUE	465,506	465,975	999,158	46.6%
CONNECTION/SERVICE CHARGES	34,727	34,927	25,500	137.0%
WATER COST TRANSFER	250,667	250,667	376,000	66.7%
OTHER REVENUE	35,975	41,179	74,244	55.5%
<b>TOTAL REVENUE</b>	<b>1,484,255</b>	<b>1,514,148</b>	<b>- 2,840,095</b>	<b>55.5%</b>
<b>EXPENDITURES</b>				
FINANCE & ADMINISTRATION	236,232	256,749	398,661	64.4%
CAPITAL OUT OF REVENUE	-	-	-	
RESERVE FUND TRANSFER	-	-	360,000	0.0%
DEBT PAYMENTS	430,071	431,873	495,018	87.2%
PUBLIC WORKS WATER	540,804	543,848	1,021,758	53.2%
PUBLIC WORKS SEWER	229,713	249,224	413,125	60.3%
PUBLIC WORKS ENGINEERING	93,551	108,102	151,533	71.3%
<b>TOTAL EXPENDITURES</b>	<b>1,530,371</b>	<b>1,589,796</b>	<b>2,840,095</b>	<b>56.0%</b>

\*\*\* UNAUDITED AND UNADJUSTED

EXPENDITURE NORM      66.7%



**TANTRAMAR  
2025 GENERAL CAPITAL  
AS OF AUGUST 31, 2025**

TYPE	NAME OF ACCOUNT	BUDGET WITH H.S.T.	NET H.S.T.	PRE HST BUDGET	(EXCL. HST) EXPENSES 2025	BALANCE	PERCENT AVAILABLE
<b><u>FIRE DEPARTMENT</u></b>							
C	PROTECTIVE GEAR	84,000	3,452.28	80,547.72	37,115.01	43,432.71	53.9%
C	BATTERY EXHAUST FANS	30,000	1,232.96	28,767.04		28,767.04	100.0%
B/GT	DORCHESTER FIRE HALL	4,500,000	184,943.33	4,315,056.67		4,315,056.67	100.0%
C	SCBA UPGRADE DORCH	85,000	3,493.37	81,506.63	84,983.00	(3,476.37)	-4.3%
<b>TOTAL FIRE DEPARTMENT</b>		<b>4,699,000</b>	<b>193,121.93</b>	<b>4,505,878.07</b>	<b>122,098.01</b>	<b>4,383,780.06</b>	<b>97.3%</b>
<b><u>COMMUNITY &amp; CORP PROJECTS</u></b>							
C	LEVEL 2 CHARGER UPGRADE	10,000	410.99	9,589.01		9,589.01	100.0%
C	MUNICIPAL SIGNAGE	10,000	410.99	9,589.01	20,435.00	(10,845.99)	-113.1%
<b>TOTAL COMMUNITY &amp; CORP PROJECTS</b>		<b>20,000</b>	<b>821.97</b>	<b>19,178.03</b>	<b>20,435.00</b>	<b>(1,256.97)</b>	<b>-6.6%</b>
<b><u>ACTIVE LIVING &amp; CULTURE</u></b>							
C	FACILITY UPGR LITTLE LEAGUE	60,000	2,465.91	57,534.09		57,534.09	100.0%
C	TVMCC UPGRADE (COMPR)	20,000	821.97	19,178.03	35,331.00	(16,152.97)	-84.2%
C	TVMCC UPGRADE (DEHUMID)	125,000	5,137.31	119,862.69		119,862.69	100.0%
C	TVMCC UPGRADE (DOORS)	40,000	1,643.94	38,356.06		38,356.06	100.0%
C	TVMCC UPGRADE (SKATE)	25,000	1,027.46	23,972.54		23,972.54	100.0%
C	MEMORIAL PARK REFURBISH	15,000	616.48	14,383.52		14,383.52	100.0%
C	FLEET UTILITY TRAILER	10,000	410.99	9,589.01		9,589.01	100.0%
C	PLAYGROUND UPGRADE BJMP	48,000	1,972.73	46,027.27	7,137.00	38,890.27	84.5%
C	DOG PARK OR OTHER	35,000	1,438.45	33,561.55	4,490.00	29,071.55	86.6%
<b>TOTAL ACTIVE LIVING &amp; CULTURE</b>		<b>378,000</b>	<b>15,535.24</b>	<b>362,464.76</b>	<b>46,958.00</b>	<b>315,506.76</b>	<b>87.0%</b>
<b><u>PRIOR YEAR CAPITAL</u></b>							
RES	FIRE PROTECTIVE GEAR	35,000	1,438.45	33,561.55		33,561.55	100.0%
RES	HIGHWAY SIGNAGE	22,500	924.72	21,575.28		21,575.28	100.0%
RES	WEBSITE DEVELOPMENT	61,000	2,507.01	58,492.99		58,492.99	100.0%
RES	BEECHILL PARK UPGRADE	10,000	410.99	9,589.01	8,794.78	794.23	8.3%
GRANT	QUARRY PARK DEV'T	25,000	1,027.46	23,972.54	17,828.42	6,144.12	25.6%
RES	LAND REPURCHASE	16,200	-	16,200.00	16,200.00	-	0.0%
RES/B	DORCHESTER FIRE TRUCK	800,000	32,878.81	767,121.19		767,121.19	100.0%
RES	FLEET REPL SACK FIRE	95,000	3,904.36	91,095.64	65,664.64	25,431.00	27.9%
RES	FLEET REPL PUBLIC SAFETY	75,000	3,082.39	71,917.61		71,917.61	100.0%
RES	DORCH FIRE HALL PRIOR APP	313,000	12,863.84	300,136.16	217,503.48	82,632.68	27.5%
RES	STORM SEWER MAIN ST.	15,000	616.48	14,383.52	5,300.00	9,083.52	63.2%
RES	CULVERT REPLACEMENTS	26,000	1,068.56	24,931.44	16,200.00	8,731.44	35.0%
RES	STORM SEWER LANSDOWNE	120,000	4,931.82	115,068.18		115,068.18	100.0%
RES/B/G	LORNE STREET PHASE 3 TBD	200,000	8,219.70	191,780.30	114,711.58	77,068.72	40.2%
<b>TOTAL PRIOR YEAR CAPITAL</b>		<b>1,813,700</b>	<b>73,874.59</b>	<b>1,739,825.41</b>	<b>462,202.90</b>	<b>1,277,622.51</b>	<b>73.4%</b>
<b><u>ENGINEERING AND PUBLIC WORKS</u></b>							
C	FLEET 5 TON PLOW TRUCK	450,000	18,494.33	431,505.67		431,505.67	100.0%
C	FLEET LOADER REFURB	18,000	739.77	17,260.23		17,260.23	100.0%
C	FLEET NEW ELECTRIC VEH	75,000	3,082.39	71,917.61	64,980.29	6,937.32	9.6%
C	VARIOUS SIDEWALKS	55,000	2,260.42	52,739.58		52,739.58	100.0%
C	AUTO FLAGGING SYSTEM	35,000	1,438.45	33,561.55	24,600.00	8,961.55	26.7%
C	TIRE CHANGING SYSTEM	15,000	616.48	14,383.52	6,189.90	8,193.62	57.0%
C	SALT SHED UPGRADE	20,000	821.97	19,178.03		19,178.03	100.0%
C	RETAINING WALL UPGRADE	45,000	1,849.43	43,150.57	15,438.84	27,711.73	64.2%
C	RESURFACING KING ST	270,000	11,096.60	258,903.40	3,312.10	255,591.30	98.7%
C	SHALE AND GRAVEL	50,000	2,054.93	47,945.07		47,945.07	100.0%
C	STORM SEWERS WALKER RD	100,000	4,109.85	95,890.15		95,890.15	100.0%
C	LIBRARY UPGRADE	25,000	1,027.46	23,972.54	5,715.00	18,257.54	76.2%
<b>TOTAL ENGINEERING AND PUBLIC WORKS</b>		<b>1,158,000</b>	<b>47,592.08</b>	<b>1,110,407.92</b>	<b>120,236.13</b>	<b>990,171.79</b>	<b>89.2%</b>
<b>TOTAL CAPITAL</b>		<b>8,068,700</b>	<b>330,945.81</b>	<b>7,737,754.19</b>	<b>771,930.04</b>	<b>6,965,824.15</b>	
<b>CAPITAL OUT OF REVENUE</b>		<b>1,755,000</b>					
<b>GRANTS FROM OTHER GOVERNMENTS</b>		<b>1,175,000</b>					
<b>CAPITAL RESERVE FUNDING/BORROW/GA</b>		<b>5,138,700</b>					
<b>NET HST</b>				<b>330,945.81</b>	<b>32,858.49</b>	<b>298,087.32</b>	<b>90.1%</b>
				<b>8,068,700.00</b>	<b>804,788.53</b>	<b>7,263,911.47</b>	<b>90.0%</b>

**TANTRAMAR  
2025 UTILITY CAPITAL  
AS OF AUGUST 31, 2025**

TYPE	NAME OF ACCOUNT	BUDGET WITH H.S.T.	NET H.S.T.	PRE HST BUDGET	EXPENSES 2025	BALANCE	PERCENT AVAILABLE
B (2023)	WATER METERS	25,000.00	1,027.46	23,972.54		23,972.54	100.0%
B (2023)	FLEET UPGRADE (REPLACE)	56,000.00	2,301.52	53,698.48		53,698.48	100.0%
B (2023/4)	WATER TREATMENT PLANT	50,000.00	2,054.93	47,945.07		47,945.07	100.0%
B (2024)	BACKFLOW PREVENTION	25,000.00	1,027.46	23,972.54		23,972.54	100.0%
B (2023)	DORCHESTER LIFT STN	200,000.00	8,219.70	191,780.30	137,783.06	53,997.24	28.2%
B (2023/4)	QUEENS ROAD LIFT STN	456,000.00	18,740.92	437,259.08	374,096.42	63,162.66	14.4%
		812,000.00					
B	CHARLES ST LFT STN	50,000.00	2,054.93	47,945.07		47,945.07	100.0%
B	MIDDLE SACKVILLE LFT STN	450,000.00	18,494.33	431,505.67		431,505.67	100.0%
B	WATER TREATMENT PLANT (S	150,000.00	6,164.78	143,835.22		143,835.22	100.0%
RES	WATER TREATMENT PLANT (I	47,000.00	1,931.63	45,068.37		45,068.37	100.0%
RES	FLEET UPGRADE (REPLACE)	110,000.00	4,520.84	105,479.16	65,001.97	40,477.19	38.4%
TOTAL CAPITAL		807,000.00	66,538.50	1,552,461.50	576,881.45	975,580.05	62.8%
CAPITAL OUT OF REVENUE/RESERVE		157,000.00					
RESERVE FUND/OTHER GOV'T		147,000.00					
BORROWING		1,315,000.00					
NET H.S.T				66,538.50	24,655.70	41,882.80	62.9%
GRAND TOTAL				1,619,000.00	601,537.15	1,017,462.85	62.8%

Dorchester Fire Station                      240 days                      Fri 7/17/26

Excavation & Building Services	60 days	Fri 11/7/25
Foundations	40 days	Fri 10/10/25
Structural Steel	15 days	Fri 10/31/25
Roof/ Trusses	15 days	Fri 11/21/25
Exterior Framing	15 days	Fri 12/12/25
Roofing	15 days	Fri 1/2/26
Under slab work	15 days	Fri 1/23/26
Interior Framing	15 days	Fri 2/13/26
M&E Rough in	20 days	Fri 3/13/26
Drywall	30 days	Fri 4/24/26
Interior Finishes	30 days	Fri 6/5/26
M&E Finishes	20 days	Fri 7/3/26
Testing	10 days	Fri 7/17/26
Exterior finishes	20 days	Fri 6/26/26



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**To:** Mayor and Council

**Submitted by:** Becky Goodwin, Assistant Clerk

**Date:** September 18, 2025

**Subject:** Clerk's Office Report

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The Assistant Clerk is actively advancing the review of Tantramar's By-Laws and Policies, guided by the priority list introduced at the August Committee of the Whole. That list will remain the main focus, and over the next few months, Council can anticipate a series of refined by-laws and policies being brought forward for consideration and approval.

Four (4) Commissioner of Oaths were administered during the reporting period of August 16 – September 15. This service is offered free of charge to all residents of Tantramar. Appointments are recommended and can be made by calling (506) 364-4930.

The Assistant Clerk is currently undertaking the digitization of documents from previous governments, including archived minutes, contracts, and agreements. This project will continue as time and resources allow.

The Assistant Clerk attended the annual Association of Municipal Administrators of New Brunswick (AMANB) conference in Grand Bouctouche September 9-12, 2025. Sessions included *"Practical Tools for Healthy Mindsets"* by Mount Allison Alumni Matt Thomson, *"Fiscal Reform"* with the Department of Environment and Local Governments, *"AI for Municipalities"*, *"Making Civics Civic Again"* and *"Your Hidden Asset: Why Trust is Essential to Success"*. The Assistant Clerk also met with staff from the Information Access and Privacy Unit to explore our responsibilities in handling RTIPPA requests and overseeing privacy-related issues, contributing to the broader, ongoing review of the Right to Information and Protection of Privacy Act.

The Assistant Clerk is registered to participate in training specifically designed for Clerks, hosted by AMANB September 23-24, 2025.

The schedule for upcoming Council meetings is available on our [website](#). The Public Budget Presentation Meeting will be held at 7:00 p.m. on Tuesday, September 23, 2025. Our next Regular Council Meeting is scheduled for Tuesday, October 14, 2025, and the next Committee of the Whole Meeting is on Monday, October 27, 2025.



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**To:** Mayor and Council

**Submitted by:** Jennifer Borne, CAO

**Date:** September 18, 2025

**Subject:** CAO Report

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Report Period: August 15 to September 15, 2025

### **RSC**

SERSC website provides updates for their mandated services:

<https://www.nbse.ca/>

All reports led by the RSC can be found on their website from annual reports to financial reports, etc.

The All Council Session is scheduled for Saturday, September 27<sup>th</sup> in Moncton, details were sent directly to Council from the RSC.

August 26, I attended the 2026 RSC Budget Presentation. Council has received the draft budget and RSC CFO Stephanie Thorne will present the 2026 budget to Tantrammar Council in October.

September 5<sup>th</sup> there was a Shared Services RSC Meeting, the RSC is exploring interest for 2026 for Engineering, By-law, Water and Asset Management database for potential shared services.

### **AMANB**

I attended the Association of Municipal Administrators of New Brunswick (AMANB) annual conference in Bouctouche this year's theme was "Inhale Innovation, Exhale Solutions". Four of our staff attended and this was an opportunity to connect with colleagues and build connections to collaborate provincially. There was an opportunity to speak directly with vendors that we use or learn about new vendors/ municipal software, professional development opportunities, etc. Minister Kennedy attended and his department presented on Fiscal Reform. Other trending matters, included presentations on AI and civility in local government. During world cafes participants had the opportunity to speak directly with agencies, government, vendors etc. I had the opportunity to meet directly with EMO and OFM.

### **Property Tax Review Advisory Panel**

I was asked to represent AMANB on GNB's Property Tax Review Advisory Panel. 4 Municipal CAOs represent AMANB, UMNAB, and AFANB are also represented on the panel along with GNB employees. This group met in person July 30 and the next meeting will be virtual at the beginning of September.

### **Leadership Development**

CAO networking opportunity for CAOs that have universities in their municipality has been developed by Canadian Association of Municipal Administrators (CAMA). This is an opportunity to connect once a month to celebrate success and share challenges and resolutions.

### **EMO**

August 19<sup>th</sup>, I attended a provincial presentation from Kennebecasis Valley Fire on EMO. This covered establishment of a functional municipal emergency management organization, governance and structure, evacuation facilities, etc.

### **Corporate Plan**

An in-person working session for the Corporate Plan took place on September 8<sup>th</sup>, the next in-person session is scheduled for early October.

### **HR**

The Manager of Administrative Support/ Clerk role closed on August 18<sup>th</sup> and the interview process has started.

### **Other**

On August 27<sup>th</sup> I attended the Grand Opening of the Municipal Building in Strait Shores.

### **Health & Safety**

Ongoing *Culture of Safety* is fostered at Management and Senior Management levels and organization wide, this continues to be an agenda item during Senior Leadership team meetings.



## Development Activity Report

### August 2025

The monthly Planning and Development report provides frequent up-to date information on planning and development requests in the municipality of **Tantramar**. It also provides a year-to-date total of development activity.

The following are the total number of applications **received** this month based on type:

Application	August	Year to Date
Development Permit	2	25
Building Permit	4	55
Subdivisions	0	15
Zoning Confirmations	1	10
Regulation Amendment	0	1
Policy Amendment	0	0
Rezoning	0	0
Adjustments (variances, terms and conditions, temporary uses, similar or compatible uses, non-conforming uses)	0	1
Complaints, Zoning & Building Infractions	2	7
Document Approvals	3	11
Sidewalk Cafe	0	1

## Permit Breakdown

The following table provides the year-to-date permits **issued** sorted by development type and provides a comparison to the same period as the previous year.

Construction values represent the estimated construction value of issued building permits and are not actual construction costs.

Permit Type	August 2025		2025 YTD		August 2024		2024 YTD	
	#	Value	#	Value	#	Value	#	Value
Residential	1	\$675,855	23	\$5,926,205	2	\$331,020	25	\$4,250,336
Multi Residential	0	\$0	5	\$1,908,002	1	\$25,000	2	\$968,920
Commercial	0	\$0	6	\$22,125,904	0	\$0	1	\$60,000
Industrial	0	\$0	1	\$172,000	0	\$0	0	\$0
Institutional	0	\$0	4	\$23,879,226	1	\$351,751	4	\$8,506,660
Accessory Buildings & Structures	1	\$5,504	30	\$1,265,196	2	\$19,773	31	\$639,311
Agricultural	0	\$0	1	\$134,920	0	\$0	0	\$0
<b>Total</b>	<b>2</b>	<b>\$681,359</b>	<b>70</b>	<b>\$55,411,453</b>	<b>6</b>	<b>\$727,544</b>	<b>63</b>	<b>\$14,425,227</b>

Number of Units Created – Note negative numbers indicate demolition of units

	August 2025	2025 YTD	August 2024	2024 YTD
Single Dwelling Unit	1	8	1	9
Two-unit/semi-detached	0	-1	0	0
Townhouse/Rowhouse	0	0	0	0
Multiple Dwelling Unit	0	6	0	6
Accessory Dwelling Unit	0	0	0	0
Mobile / Mini Home	0	1	0	3
<b>Total</b>	<b>1</b>	<b>14</b>	<b>1</b>	<b>18</b>

## Active Subdivision Applications

The following table provides the year-to-date subdivision applications received and provides a comparison to the same period as the previous year.

	August 2025	2025 YTD	August 2024	2024 YTD
# of Plans	0	15	1	9
# of Proposed Lots	0	29	1	23
# of Proposed Parcels	0	6	0	1

## Southeast Planning Review and Adjustment Committee

The Southeast Planning Review and Adjustment Committee is a non-political group who provide input on land use planning related issues in the municipality. Under the *Community Planning Act*, they provide advice to Council on amendments to the planning related by- laws and rezonings as well as the location of new infrastructure and lands for public purposes. The committee acts as an approval body on variances, temporary uses, conditional uses, similar or compatible uses and extensions to non-conforming uses. Please note that some proposals may contain more than one application (ie. a conditional use that requires a variance).

	August 2025	2025 YTD
Variance Request	0	1
Similar and Compatible Use	0	0
Conditional Use	0	0
Non-Conforming Use	0	0
Temporary Use Approval	0	0
Policy Amendment	0	0
Regulation Amendment	0	1
Rezoning	0	1
<b>Total</b>	<b>0</b>	<b>3</b>



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**To:** Council

**Submitted by:** Andrew Black - Mayor

**Date:** September 18, 2025

**Subject:** Mayor's Report

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- I continued to monitor and respond to emails and inquiries about the NBPower/ProEnergy gas plant project proposed to be built in Tantramar throughout the reporting period
- As a minor part of the provincial EMO (emergency measures operation) response through my role as mayor, I engaged, and kept up to date, in the wildland fire response throughout the second half of August.
- I received the letter from MTI (Mi'gmawé'l Tplu'taqnn Inc.) about the nine Chiefs opposing the proposed NBPower/ProEnergy gas plant from Chief Knockwood of Fort Folly First Nation.
- On August 19, my birthday, I had a phone call with Premier Holt about municipal matters, but mainly focusing on the proposed NBPower/ProEnergy gas plant.
- Minister LePage and his office sent me a response to my August 10 request for a comprehensive EIA for the proposed NBPower/ProEnergy gas plant on August 20. The response laid out the differences between a deterministic EIA and a comprehensive one, stating that this project would undergo the former and not the latter.
- August 18, 19, 25, 26 and September 8, and 9 I engaged in conversation via email with members of the CNMT (Canadian National Memorial Trust) about my upcoming motion about the HMCS Sackville. The CNMT provided much of the information that formulated the direction that the motion would take.
- Over August 22 and 23, I attended a Union of Municipalities of New Brunswick board meeting in Fredericton.
- I met with the President and Vice President of the Tantramar ATV Club on September 1 to discuss the particulars of bringing the two motions forward at the Regular Council Meeting on September 8.
- Deputy Mayor Estabrooks and I attended the Southeast Regional Service Commission meeting on September 3. This was the first opportunity for the board to see the proposed budget for 2026.
- I responded to multiple resident emails, phone calls, and chat/text messages over the reporting period. Items of focus included water/sewer hookups, fire ban restrictions, the proposed gas plant, the recreation master plan, garbage collection, and the pride crosswalks.
- I was invited to stop by the set of the CBC production when it was being filmed at Memorial Park on September 8. I am happy to report that the response and welcome that they received from our community was incredibly positive, except for one local business owner which they were eventually able to smooth over.
- Friday September 12 was a busy and wonderful day. In the morning, I brought words of welcome to those in attendance at the Veterans Banner Project unveiling which took place at the TVMCC. In the afternoon, I made my way over to Mount Allison campus to take part in the celebration of the Scott McCain and Leslie McLean Centre for Health and Wellness.