

**COUNCIL MEETING OF
MONDAY, AUGUST 9, 2021 AT 6:15 P.M.
COUNCIL CHAMBERS**

1. CALL MEETING TO ORDER
2. LAND ACKNOWLEDGEMENT
3. APPROVAL OF AGENDA AND MOVE INTO IN-CAMERA
4. HR-2021-06
5. QUESTION PERIOD
6. DISCLOSURE OF INTEREST
7. MINUTES
 - Regular Council Meeting of July 12, 2021 (Page 3)
 - Special Meeting of Council of July 20, 2021 (Page 10)
 - Special Meeting of Council of August 3, 2021 (Page 12)
8. BUSINESS ARISING FROM THE MINUTES
9. SOUTHEAST REGIONAL SERVICES
 - i) Regional Service Commission
 - ii) Planning – Lori Bickford (Page 17)
10. PROCLAMATION – NATIONAL RAIL SAFETY WEEK
11. REPORTS
 - A) MAYOR’S REPORT (Page 19)
 - B) CAO REPORT – Jamie Burke (Page 20)
 - C) Finance & Administration – Liaison Councillor Bill Evans
 - i) BILLS AND PAYROLL – JULY

General Government	\$470,372.40	
General Capital	\$ 42,575.88	
Utility Government	\$ 82,306.25	
Utility Capital	\$ 22,581.40	
Salaries	\$ 256,039.08	(Page 22 & 23)
 - ii) Report from Finance and Administration (Page 24)

- D) Tourism & Business Development – Liaison Councillor Ken Hicks
 - a. Report from Tourism & Business Development (Page 32)
- E) Public Property & Facilities – Liaison Councillor Matt Estabrooks
 - a. Report Public Property & Facilities (Page 33)
- F) Recreation Programs & Events – Liaison Councillor Allison Butcher
 - a. Report Recreation Programs & Events (Page 36)
- G) Public Safety – Liaison Councillor Andrew Black
 - a. Report Public Safety
 - Fire/EMO, RCMP (Page 38)
- H) Policy/By-Law – Liaison Councillor Bruce Phinney
 - a. Report Policy/By-Law (Page 55)
- I) Human Resources – Liaison Councillor Sabine Dietz
 - a. Report Personnel (Page 58)
- J) Corporate Affairs & Strategic Development – Liaison Councillor Mike Tower
 - a. Report (Page 59)
- 12. NEW BUSINESS
 - (a) UMNB
- 13. QUESTION PERIOD
- 14. ADJOURN

**COUNCIL MEETING OF
MONDAY, JULY 12, 2021 6:30 P.M.
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor Shawn Mesheau and Councillors Andrew Black, Allison Butcher, Sabine Dietz, Matt Estabrooks, Bill Evans, Kenneth Hicks, Bruce Phinney and Mike Tower. Also, in attendance were Clerk Donna Beal and Treasurer Michael Beal.

1. CALL MEETING TO ORDER

Mayor Shawn Mesheau called the meeting to order.

2. LAND ACKNOWLEDGEMENT

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

3. APPROVAL OF AGENDA

#21-092 MOVED BY COUNCILLOR SABINE DIETZ AND SECONDED BY COUNCILLOR KEN HICKS THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF JULY 12, 2021, AS CIRCULATED AND MOVE INTO IN-CAMERA. MOTION CARRIED.

Treasurer Michael Beal left the meeting.

(a) HR-2021-04

Public

CAO Jamie Burke, Treasurer Michael Beal, Town Engineer Dwayne Acton, Senior Manager of Corporate Projects Kieran Miller, Fire Chief Craig Bowser, Manager of Parks & Facilities Todd Cole, Manager of Recreation Programs & Events Matt Pryde, Manager of Tourism and Business Development Ron Kelly Spurles, Assistant Treasurer Elizabeth Hartling and Planner Lori Bickford joined the meeting.

There were also 5 residents in attendance.

4. QUESTIONS PERIOD

Resident Kevin Read asked why the Town was paying approximately \$2,000,000 for Police Protection when everyone in Town feels unsafe? Mr. Read asked how many officers are here in Sackville during a shift and their response times. CAO Jamie Burke noted that the Town did not have the response times data, however, will follow up with Sgt. Gagne to obtain this data if

available. Mr. Read noted his unhappiness with the patching being done in the Town. He noted you cannot keep patching patches and felt the Town should concentrate on paying streets rather than patching. Mr. Read also inquired as to whether the Town had a long-grass By-Law for which the response was no they do not.

Resident Sharon Hicks noted that in the past correspondence received by Council was included in the Regular Council Package. Ms. Hicks asked if Council would commit to begin placing correspondence into the Council package by the next Regular Meeting. Clerk Donna Beal explained in order to do that, the Procedure and Organization of Council By-Law would need to be amended and all By-Law's must receive three readings. Also Ms. Beal noted that not all residents want their correspondence placed in the public. Council may want to discuss correspondence during the review of the Procedure and Organization of Council By-Law.

5. DISCLOSURE OF INTEREST

Mayor Shawn Mesheau asked if there were any Disclosures of Interest to Declare. There were none.

6. MINUTES

Approval of Minutes – Regular Council Meeting – June 14, 2021

#21-093 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MATT ESTABROOKS THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF JUNE 14, 2021 AS CIRCULATED. MOTION CARRIED.

Approval of Minutes – Special Meeting of Council – July 5, 2021

#21-094 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF JULY 5, 2021 AS CIRCULATED. MOTION CARRIED.

7. BUSINESS ARISING FROM THE MINUTES

Mayor Shawn Mesheau asked if there was any business arising from the minutes. There was none.

8. ELECTION OF DEPUTY MAYOR

Mayor Shawn Mesheau call for nominations for the position of Deputy Mayor.

Councillor Bruce Phinney and seconded by Councillor Ken Hicks nominated Councillor Michael Tower.

Councillor Allison Butcher and seconded by Councillor Bill Evans nominated Andrew Black.

The Mayor call for further nominations. There were none. The Mayor asked each nominated Councillor if they accept the nomination for which they stated yes.

A vote was then held with Councillor Michael Tower receiving votes from Councillors Bruce Phinney, Ken Hicks and Michael Tower.

A vote was then held with Councillor Andrew Black receiving notes from Councillors Sabine Dietz, Bill Evans, Matt Estabrooks, Andrew Black and Allison Butcher.

Mayor Mesheau announced and congratulated the new Deputy Mayor Andrew Black.

9. SOUTHEAST REGIONAL SERVICES

i) Regional Service Commission

Mayor Shawn Mesheau noted that the SERSC met on June 30, 2021. He noted that of the 19-member board only 6 members were returning after the recent election. Also Directors provided briefings for their particular departments. A tender was awarded for the replacement of an effluent pumping station that replaces a 30year old pumping station and the purpose of the pumping station is to remove the leachate from the landfill cell for proper disposal. SERSC would like for Councils to plan a visit to the ECO360 facility.

ii) Planning – Lori Bickford

Planner Lori Bickford provided highlights of the Report noting that it could be found on page 15 of the Council Package.

10. REPORTS

A) MAYOR'S REPORT

Mayor Shawn Mesheau provided highlights of his Report noting that the Report could be found on page 17 of the Council Package.

B) CAO'S REPORT

CAO Jamie Burke noted that the CAO Report could be found on page 18 of the Council Package and provided a summary noting that full details could be found in Department Reports.

C) Finance & Administration

i) BILLS AND PAYROLL – JUNE

#21-095 MOVED BY COUNCILLOR BILL EVANS AND SECONDED BY COUNCILLOR MATT ESTABROOKS THAT COUNCIL ACCEPT THE BILLS AND PAYROLL FOR THE MONTH OF JUNE 2021 AS FOLLOWS: GENERAL GOVERNMENT

\$213,302.29; GENERAL CAPITAL \$79,571.75; UTILITY GOVERNMENT \$159,530.71; UTILITY CAPITAL \$3,747.34; AND SALARIES \$221,827.22. MOTION CARRIED.

ii) Report from Finance and Administration

Councillor Bill Evans noted that the Finance Report could be found on page 22 of the Council Package and gave details of the Report and noted that the By-Law and Animal Control Reports were also included.

D) Tourism & Business Development

a. Report from Tourism & Business Development

Councillor Kenneth Hicks gave a summary of the Tourism & Business Development Report found on page 30 of the Council Package.

E) Public Property & Facilities

Councillor Matt Estabrooks provided a brief overview of the Public Property and Facilities Report found on page 32 of the Council Package.

#21-096 MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AWARD RFQ NO. 2021-09 SUPPLY AND INSTALLATION OF TRAFFIC SIGNAL CONTROLLER AND CONTROLLER CABINET TO THE LOWEST BIDDER ROADWAY SYSTEMS LTD., IN THE AMOUNT OF \$45,862.00 HST INCLUDED. MOTION CARRIED.

#21-097 MOVED BY COUNCILLOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL APPROVE THE TOTAL REPLACEMENT OF THE BRINE HEADER AT THE TANTRAMAR VETERANS MEMORIAL CIVIC CENTRE TO CIMCO REFRIGERATION IN THE AMOUNT OF \$55,020.00. MOTION CARRIED.

F) Recreation Programs & Events

Councillor Allison Butcher provided an overview of the Recreation Programs & Events Report found on page 35 of the Council Package.

#21-098 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AUTHORIZE THE CLOSURE OF BRIDGE STREET FROM MAIN STREET TO LORNE STREET ON FRIDAY, AUGUST 27, 2021, AT 1:00 P.M. TO SUNDAY, AUGUST 29, 2021 AT 12:00 NOON. TO ACCOMODATE THE SACKVILLE STREET CHALK FESTIVAL. MOTION CARRIED.

#21-099 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MATT ESTABROOKS THAT COUNCIL GRANT A TIME EXEMPTION FROM 11:00PM TO 1:00AM AS PER BY-LAW NO. 246, THE TOWN OF SACKVILLE

NOISE BY-LAW – SECTION 5 FOR THE FALL FAIR ACTIVITIES TO BE HELD ON FRIDAY SEPTEMBER 24, 2021 AND SATURDAY SEPTEMBER 25, 2021. MOTION CARRIED.

#21-100 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL GRANT THE TEMPORARY STREET CLOSURE OF THE PORTION OF FORD LANE FROM BEHIND THE POST OFFICE TO THE YORK STREET ENTRANCE ON FRIDAY, SEPTEMBER 24, 2021, BEGINNING AT 8:00 A.M. UNTIL MONDAY, SEPTEMBER 27, 2021, AT 12:00 NOON TO FACILITATE THE INSTALLATION AND USE OF A TENT FOR COMMUNITY EVENTS DURING THE FALL FAIR. MOTION CARRIED.

#21-101 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL GRANT PERMISSION TO THE FALL FAIR ORGANIZING COMMITTEE TO OPERATE A BAR SERVICE IN A SECURED AREA IN THE MAIN STAGE TENT ON FRIDAY, SEPTEMBER 24, 2021, AND SATURDAY, SEPTEMBER 25, 2021, FROM 9:00 P.M. TO 1:00 A.M. SUBJECT TO PROVINCIAL LIQUOR AND SAFETY LAWS. MOTION CARRIED.

#21-102 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MATT ESTABROOKS THAT COUNCIL AUTHORIZE THE CLOSURE OF MAIN STREET FROM KING STREET TO DUFFERIN STREET AND DUFFERIN STREET FROM MAIN STREET TO LORNE STREET AND LORNE STREET FROM DUFFERIN STREET TO QUEEN'S ROAD ON SATURDAY, SEPTEMBER 25, 2021, FROM APPROXIMATELY 12:30 PM TO 2:00 PM TO ACCOMMODATE THE MAIN STREET MILE AND FALL FAIR PARADE. MOTION CARRIED.

#21-103 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL AUTHORIZE THE FIRE CHIEF, AS PART OF THE FALL FAIR EVENTS, TO COMPLETE AN APPLICATION TO PURCHASE WITH M.A.C. FIREWORKS INC., FOR A COMMERCIALY ORGANIZED AND OPERATED FIREWORKS DISPLAY AT THE LORNE STREET SOCCER FIELD ON FRIDAY SEPTEMBER 24, 2021, RAIN DATE SATURDAY SEPTEMBER 25, 2021, AND AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL THE NECESSARY AGREEMENT. AYE VOTES WERE RECORDED FROM COUNCILLORS KEN HICKS, BRUCE PHINNEY, MICHAEL TOWER, ALLISON BUTCHER, ANDREW BLACK, BILL EVANS AND MATT ESTABROOKS. A NAY VOTE WAS RECORDED FROM COUNCILLOR SABINE DIETZ. MOTION CARRIED.

#21-104 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL GRANT THE TEMPORARY STREET CLOSURE OF DUFFERIN STREET FROM APPROXIMATELY 4:30PM TO 9:30PM ON SEPTEMBER 24, 2021, RAIN DATE SATURDAY SEPTEMBER 25, 2021; TO ACCOMMODATE THE FIREWORKS DISPLAY. MOTION CARRIED.

#21-105 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR BILL EVANS THAT COUNCIL AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL AN AGREEMENT BETWEEN THE TOWN OF SACKVILLE AND MOUNT ALLISON UNIVERSITY STIPULATING THAT MOUNT ALLISON UNIVERSITY GRANTS TO THE TOWN OF SACKVILLE THE RIGHT TO UTILIZE THE GRASSED PROPERTY WEST OF KING STREET PARKING LOT TO ALLOW HINCHEY'S AMUSEMENTS ACCESS TO THE FIELD ON SUNDAY, SEPTEMBER 19, 2021, UP TO AND INCLUDING MONDAY, SEPTEMBER 27, 2021. MOTION CARRIED.

#21-106 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL AUTHORIZE THE MAYOR AND CLERK TO SIGN AND SEAL AN AGREEMENT BETWEEN THE TOWN OF SACKVILLE AND MOUNT ALLISON UNIVERSITY STIPULATING THAT MOUNT ALLISON UNIVERSITY GRANTS TO THE TOWN OF SACKVILLE ACCESS TO LANSDOWNE FIELD ON FRIDAY, SEPTEMBER 24, 2021, UP TO AND INCLUDING SATURDAY, SEPTEMBER 25, 2021, TO ACCOMMODATE VARIOUS FALL FAIR ACTIVITIES AND PRESENTATIONS. MOTION CARRIED.

G) Public Safety

Councillor Andrew Black provided an overview of the Public Safety Report found on page 37 of the Council Package.

H) Policy/By-Law

Councillor Bruce Phinney noted that the Policy/By-Law Report could be found on page 40 of the Council Package and gave an overview of the Report.

I) Human Resources

Councillor Sabine Dietz noted that the Human Resources Report could be found on page 42 of the Council Package.

#21-107 MOVED BY COUNCILLOR SABINE DIETZ AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL RATIFY THE DECISION OF COUNCIL MADE AT THE IN-CAMERA MEETING OF JULY 12, 2021, DEALING WITH PERSONNEL FILE NO. HR-2021-04. MOTION CARRIED.

J) Corporate Affairs & Strategic Development

Councillor Michael Tower provided a brief overview of key points within the Corporate Affairs and Strategic Development Report found on page 43 of the package.

#21-108 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BILL EVANS THAT AFTER HAVING RECEIVED A GRANT THROUGH THE 2021-2022 ENVIRONMENTAL TRUST FUND FOR THE HIRING OF A CLIMATE

CHANGE COORDINATOR THAT COUNCIL APPROVE THE PARTNERING WITH EOS ECO ENERGY WHO WILL MANAGE THIS PROJECT WITH A FOCUS ON CLIMATE CHANGE ADAPTATION AND MITIGATION STRATEGIES AND INVOICE THE TOWN FOR THE SERVICES PROVIDED UP TO \$33,600, THE GRANT AMOUNT. MOTION CARRIED.

11. NEW BUSINESS

Mayor Shawn Mesheau asked if there was any New Business, there was none.

12. QUESTION PERIOD

Bruce Wark asked several questions regarding the meeting with RCMP Assistant Commissioner Larry Tremblay, Commanding Officer, New Brunswick along with senior RCMP staff and the Town's Municipal Policing Service Agreement Partners. Mr. Wark asked who the Municipal Partners were, if the Town expected an increase in Policing Services and how many officers located in Sackville. CAO Jamie Burke and Treasurer Michael Beal provided responses to Mr. Wark's questions.

13. ADJOURN

#21-109 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF JULY 12, 2021. MOTION CARRIED.

Mayor

Clerk

**SPECIAL MEETING OF COUNCIL
TUESDAY, JULY 20, 2021 AT 6:30 P.M.
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor Shawn Mesheau, Deputy Mayor Andrew Black and Councillors Allison Butcher, Sabine Dietz, Matt Estabrooks, Bill Evans, Kenneth Hicks, Bruce Phinney and Michael Tower. Also, in attendance were CAO Jamie Burke, Clerk Donna Beal, Assistant Clerk Becky Goodwin, Treasurer Michael Beal, and Senior Manager of Corporate Projects Kieran Miller.

Also in attendance were two (2) members of the public.

CALL MEETING TO ORDER

Mayor Shawn Mesheau called the meeting to order.

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

APPROVAL OF AGENDA

**MOVED BY COUNCILLOR SABINE DIETZ AND SECONDED BY COUNCILLOR
BILL EVANS THAT COUNCIL APPROVE THE AGENDA OF THE SPECIAL MEETING
OF COUNCIL OF JULY 20, 2021, AS CIRCULATED. MOTION CARRIED.**

1. Municipal Reform

Chief Administrative Officer Jamie Burke provided an overview of his Report noting that in January 2021, the provincial government launched the local governance reform process. Following the official release, Council and Staff were provided an opportunity to share ideas directly with the Minister on four key areas: structure, finance, regional collaboration, and land-use planning. On April 6, 2021, the province released a green paper on local governance reform which officially moved the process along to the engagement phase. Since the release of the green paper, the province has hosted virtual engagement sessions across New Brunswick. Stakeholder and public feedback and analysis will be incorporated into a white paper, which is expected to be released later in 2021. Throughout the process, the province has made it very clear that the status quo is not an option, meaning change is expected from the 104 local governments, 236 local service districts and 12 regional service commissions presently established in New Brunswick.

As noted in previous Council reports, the CAO and Treasurer have been participating directly in the local government reform process and are sitting on two of the four working groups (land-use planning and finance). These groups have been meeting on a bi-weekly basis since early May and will be wrapping up at the end of July. The Province has requested that the details of the working groups be kept Confidential.

Despite having met with the Minister directly back in February, Staff felt it was important to publicly formalize the Town's position on the local government reform process. Staff presented a draft letter that they would look to have Council authorize the Mayor to sign on behalf of Council, which would then be forwarded to the Local Governance Reform Team.

#21-110 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL AUTHORIZE THE MAYOR TO SIGN THE LETTER TO BE SUBMITTED WITH THE TOWN'S OBSERVATIONS AND RECOMMENDATIONS TO THE HONORABLE MINISTER DANIEL ALLAIN, MINISTER OF LOCAL GOVERNMENT AND GOVERNMENT REFORM AS PART OF THE LOCAL GOVERNANCE REFORM PROCESS. MOTION CARRIED.

Question Period

Erica Butler asked for clarification on the request regarding Mount Allison Student Count towards the population for the new equalization formula. Treasurer Michael Beal responded that since the new formula was released, the Town has requested that the student population be included in the total population number, given that the Town provides services to those students for the majority of the year.

Bruce Wark asked when does Council anticipate the letter being sent to Minister Allain regarding the Green Paper on Local Government Reform and requested a copy of the draft letter. CAO Jamie Burke responded that the letter will be finalized and sent to the Minister as early as July 21, 2021, and will provide Mr. Wark with a copy of the draft letter.

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE SPECIAL MEETING OF COUNCIL OF JULY 20, 2021. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk

**SPECIAL MEETING OF COUNCIL
TUESDAY, AUGUST 3, 2021 AT 6:00 P.M.
COUNCIL CHAMBERS, TOWN HALL**

In attendance were Mayor Shawn Mesheau, Deputy Mayor Andrew Black and Councillors Allison Butcher, Sabine Dietz, Matt Estabrooks, Bill Evans, Kenneth Hicks, Bruce Phinney and Michael Tower. Also, in attendance were CAO Jamie Burke, Clerk Donna Beal, Assistant Clerk Becky Goodwin, and Treasurer Michael Beal.

CALL MEETING TO ORDER

Mayor Shawn Mesheau called the meeting to order.

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

APPROVAL OF AGENDA

MOVED BY DEPUTY MAYOR ANDREW BLACK AND SECONDED BY
COUNCILLOR MATT ESTABROOKS THAT COUNCIL APPROVE THE AGENDA OF
THE SPECIAL MEETING OF COUNCIL OF AUGUST 3, 2021, AS CIRCULATED AND
MOVE INTO IN-CAMERA. MOTION CARRIED.

1. L-2021-01

Public

Town Engineer Dwayne Acton and Senior Manager of Corporate Projects Kieran Miller joined the meeting.

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

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

Councillor Bill Evans provided an apology for a statement made at the July 20, 2021, Special Meeting of Council and acknowledged the Town of Sackville Code of Conduct and accepted that the words were unacceptable and inappropriate.

2. Presentation – MASU – Hannah Ehler

MASU Vice President External Affairs Hannah Ehler provided a presentation to Council to give a brief introduction of the MASU members. Ms. Ehler spoke on the previous presentation to council regarding the three-stream recycling project and noted that MASU is interested in continuing the discussion with Council, whether that is to implement three-stream recycling system for multi-unit apartment complexes in Town, or taking a first step in asking the provincial government to ban compostable and recyclable items from landfills across the province.

3. Presentation – Natural Asset Inventories – James Bornemann

Mr. Bornemann provided a presentation to Council on Natural Asset Inventories, reviewing what natural assets are, why they are important and what can be achieved by creating an inventory. He

reviewed that Asset Management can include inventory, condition, level of service, value, operations and management and lifecycle and replacement planning. Mr. Bornemann provided an example of what the inventory and registry would look like and how it can be used. He noted that a Natural Asset Inventory can be integrated into plans such as Asset Management, Official Community Plan and Climate Change Adaptation Plan.

4. Natural Asset Inventory

Senior Manager of Corporate Projects Kieran Miller provided an overview of her Report, noting that the Mayor's Roundtable on Climate Change is recommending that the Town complete a natural assets inventory with the Municipal Natural Assets Initiative, as presented by Mr. James Bornemann. With support from the Roundtable and the Southeast Regional Service Commission, Staff will work with MNAI to identify Sackville's natural assets, evaluate their current state and prepare/implement a plan to protect and maintain those assets. A motion will be brought forward at the Regular Council Meeting of August 9, 2021 for Council to consider authorizing the signing of a MoU with MNAI and to commit \$2,500 plus HST to complete a natural assets inventory for the Town.

5. By-Law No. 262B Street Traffic By-Law (Skateboards)

Assistant Clerk Becky Goodwin provided an overview of her Report, noting that subject of Skateboards on Town streets has been a topic of discussion over the past year. The Clerk's Office has been reviewing the Street Traffic By-Law and Council approved a first reading of changes to the By-Law on February 8, 2021. Following information received from the Town's insurance provider, it was Staff's recommendation to obtain additional information and conduct additional research prior to presenting to Council again. At the April Special Meeting of Council there seemed to be an interest amongst the previous Council to allow skateboards on public streets, but to regulate them. The Clerk's Office worked with LAC Group to conduct research on Canadian Municipalities that regulate skateboards on municipal streets and how they manage their risk. Key findings of the report included that skateboarding is growing in popularity across the country. A number of municipalities across the country allow skateboarding on streets, while others prohibit it, requiring skateboarders to remain on sidewalks. Given the discussion at the April Council Meeting and after receiving the information from the LAC Group report, By-Law No. 262B, a By-Law to Amend By-Law No. 262, Street Traffic By-Law was reworded to include the use of skateboards on Town Streets. One of the added requirements is for users to wear a helmet, which conforms to the current standards in the Motor Vehicle Act. Other requirements include wearing reflective material between dusk and dawn, travelling in a straight line as close as is practicable to the right hand side of the roadway, yielding to the right-of way to pedestrians and cyclist, and to travel in a manner and at a speed appropriate to the surface being travelled. Following the review by the Town's Solicitor, it would be Staff's recommendation that Council consider first reading of By-Law No. 262B, A By-Law to Amend By-Law No. 262 Street Traffic By-Law at the August 9, 2021, Regular Council Meeting.

6. By-Law No. 279, A By-Law Respecting the Procedure and Organization of Council

Assistant Clerk Becky Goodwin provided an overview of her Report, noting that in March 2020, Council gave third and final reading to By-Law No. 262, A By-Law Respecting the Procedure and Organization of Council. This review came after several months of reviewing and drafting the By-Law after recommended changes to various sections within the By-Law, including Council Meetings, Agenda Items, Liaison Councillors, Quorum, Council Packages and Question Period. With the 2021 Municipal Election, changes to Committees and their Terms of Reference and calls for additional transparency, Staff have reviewed the By-Law and have made some housekeeping changes including orientation for Council, posting of information on the Town's

webpage, posting of the Special Meeting of Council package, electronic meetings, posting of presentations and updates to the Terms of Reference. Council will be given the opportunity to provide their feedback to the Clerk's Office on any additional recommendations for the By-Law. The Clerk's Office will present during the September 7, 2021 Special Meeting of Council on any additional recommended changes.

7. UMNb

Chief Administrative Officer Jamie Burke provided an overview of the Report, noting that each year, the Union of Municipalities of New Brunswick (UMNB) hold their Annual General Meeting in late September to early October, with this years meetings being held virtually once again. Resolutions for submission at the UMNB Annual Conference need to be into the UMNB Office no later than August 17, 2021. Staff have reviewed possible motions for UMNB, with one suggestion being the Designated Highway Annual Operational Grant Funding, which we feel is insufficient to cover the trust costs. However, given that we are in the mile of the Municipal Reform process, Staff feel that it is best to allow the Reform process to be completed, but would be prepared to recommend a motion on this topic in 2022. The Town of Sackville, through the Finance Department, has previously considered other motions which have largely focused on ways to bring additional funds to municipalities. However, given Covid times and that there remains a number of Sackville initiated motions on the books, which have been worked on, but have had no positive financial results or decisions, Staff feel that adding more motions at the present time would not be beneficial. Deputy Mayor Andrew Black and Councillor Sabine Dietz provided topics for motions that they will be bringing forward for Council to consider at the Regular Council Meeting of August 12, 2021. Topics include a ban on recyclable materials at landfills across the province, a change to the NB Elections Act to allow permanent residents to vote municipally, petition the province to include indigenous languages on municipal and provincial ballots and that the province ensure that a significant portion of carbon tax be dedicated to the climate action plan.

8. Sackville Arts Wall Governance Guidelines

Senior Manager of Corporate Projects Kieran Miller provided an overview of the Report, noting that Kellie Mattatall has served on the Sackville Arts Wall of Fame Committee since October 2018. Her term expires October 31, 2021, but has reoffered to continue serving on the Committee for another 3-year term. The remaining members of the Sackville Arts Wall Committee supported Ms. Mattatall's re-offer via a motion at a committee meeting on June 29, 2021. Additionally Sackville Arts Wall Committee members are suggesting a minor change of the Sackville Arts Wall Governance Guidelines. They recommend that Council removed the last sentence in 11(e) *"Nomination forms of nominees not selected to the Sackville Arts Wall after being considered a total of three(3) times will be placed in an inactive file. Inactive nominees will require re-nomination to be reconsidered. The Selection Board may retrieve any information placed in said file for consideration at a later date."* Removing the last sentence will eliminate the potential for confusion on the re-nomination process. A motion will be brought forward at the Regular Council Meeting of August 9, 2021, for Council to consider approving Kellie Mattatall for an additional 3-year term ending on October 31, 2024 and furthermore approve the recommended changes to the Sackville Arts Wall Governance Guidelines as outline.

9. Green Jobs Student Grant

Senior Manager of Corporate Projects Kieran Miller provided an overview of her Report, noting that in 2018, the Canadian Park and Recreation Association (CPRA) opened a student grant program called the *Green Jobs Initiative*. The program covers the lesser of 50% of the total cost of a student's salary or \$5,712.00, as long as the student is working in a position that falls under a particular list of criteria. The grant has recently been renewed and Town Staff were successful in obtaining funding for three of our summer students' positions, totaling \$11,405.49. To proceed with receiving the funding, the Mayor and Clerk are required to sign off on the agreement. A motion will be brought forward at the Regular Council Meeting of August 9, 2021, for Council to consider authorizing the Mayor and Clerk to sign the Green Jobs Initiative Subsidy Agreement.

10. Rink Subsidy Program

Treasurer Michael Beal provided an overview of the Report, noting that in 2020, Council was approached by the Sackville Minor Hockey Club and the Sackville Skating Club about the possibility of further subsidizing the cost of the ice. The discussion came forward again in the fall of 2021 where Council directed staff to explore the financial implications of such an initiative. Additionally, Council approved a motion to make our public skates free for the final few weeks of the 2021 ice season to gauge whether or not usage would increase. Mr. Beal noted that exploring an ice subsidy program for our residents is noted as the first objective in Strategic Direction #3 – Strengthen Recreation Programming, in the Town's Recreation Master Plan. After a thorough discussion and exploration of various options, staff have determined that where the request came from two youth sporting associations, we should maintain focus on that age demographic (ages 3-18). Staff provided Council with three possibilities to consider that included free civic centre use for youth sports, subsidize tax paying residents within Town limits in the form of a rebate, or leave it as is noting that operating the rink cost the taxpayers approximately \$337,700 per year in operating losses. It was noted that further subsidizing for youth sport could help increase the number of children participating in sport and have a long-term positive effect on the health of our community. It is Staff's recommendation that Council eliminate fees for family and lunchtime skates for the 2021-2022 ice season and furthermore recommend that Council endorse a reimbursement of a percentage of registration fees up to a maximum amount to tax-paying residents of Sackville who register for children and youth recreation programs that take place inside Town facilities or property as a pilot project. A motion will be presented to Council at the August 9, 2021, Regular Council Meeting.

11. Canteen Contract – Civic Centre

Town Engineer Dwayne Acton provided an overview of his Report, noting that in 2018 the Town of Sackville entered into a working agreement with Mary-Ann Oster to manage the canteen at the Tantramar Veterans Memorial Civic Centre. This contract is set to expire September 30, 2021. The arrangement has been working out well for the Town. Ms. Oster's professional approach to managing the canteen and excellent customer service have made the previous ice season some of the better years for the canteen. Due to COVID-19, the ice season for 2020 was cut short and the agreement was suspended in 2021 due to the pandemic restrictions. Given we are looking to get back to a normal ice season for the 2021-2022 season, it is Staff's recommendation that Council consider renewing a two-year agreement with Mary-Ann Oster starting on October 1, 2021. A motion will be presented to Council at the August 9, 2021, Regular Council Meeting.

12. Street Closure – York Street between Lansdowne to Salem

Senior Manager of Corporate Projects Kieran Miller provided an overview of her Report, noting that following the successful collaboration between the Town and Mount Allison University for the 2020 Welcome Centre at the Tantramar Veterans Memorial Civic Centre, Mount Allison is looking to continue with a Welcome Centre this September. Given that the Civic Centre is not available in September due to the COVID Assessment Centre, and to accommodate the Welcome Centre and student/parent traffic, Mount Allison is requesting the closure of York Street from Lansdowne to Salem Streets on Friday, September 3, 2021, from 8:00 A.M. to 8:00 P.M. Staff support this request given the success of last year's Welcome Centre. Detour signage will be placed, and the street closure will be communicated through social media. A motion will be brought forward at the Regular Council Meeting of August 9, 2021, for Council to consider approving the street closure.

Question Period

Erica Butler asked if the \$65,000 from Council Initiative for rink subsidy and skateboard park study was coming out of the 2021 budget or would it roll into 2022. Treasurer Michael Beal responded that Staff would look to make a policy to potentially be in effect for Fall 2021, which funds would come from the 2021 budget.

Erica Butler asked for clarification on the changes to the Street Traffic By-Law related to Skateboards and if both versions of changes were sent to both the Solicitor and Insurance providers. Treasurer Michael Beal noted that insurance will provide us with best practices, but recommend that legal reviews the changes. Those changes have been sent to the Town Solicitor.

Bruce Wark asked if the Town of Sackville is proposing to accredit media based on the definition in the Procedures and Organization of Council By-Law. CAO Jamie Burke responded that Staff were only looking to have some type of accountability when it comes to the Press, if someone doesn't respect or act professionally towards Town Business, Council or Staff members. Mr. Burke noted that the Town is not looking to license or sanction anyone, Staff are solely looking at parameters of defining who the Press are.

MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY
COUNCILLOR MICHAEL TOWER THAT COUNCIL ADJOURN THE SPECIAL MEETING
OF COUNCIL OF AUGUST 3, 2021. MOTION CARRIED.

Mayor

Clerk

Assistant Clerk



Meeting Date: August 9, 2021

Councillors: Mayor and Council

Attachments: N/A

COUNCIL REPORT

Subject Area: Planning & Development

Background:

The following development and planning projects for the Town of Sackville were worked on in the past month:

	July	Year to date
Building and Development Permits	5	37
Subdivisions	-	12
Zoning Confirmations	-	3
Building Permit Waivers	4	24
Regulation Amendment	-	-
Policy Amendment	-	-
Rezoning	-	-
Complaints, Zoning & Building Infractions	2	4
Sidewalk Café	-	2
Variance	-	-
Temporary Use	-	-
Document Approvals	1	1

Please note these numbers are as of July 23rd.

Year to date there has been 37 permits were issued with a total construction value of \$4,163,986.50. This time last year, 2020, there were 25 permits issued at a total construction value of \$850,785.

Southeast Planning Review and Adjustment Committee

The Committee met virtually in July. There were no requests or recommendations for the Town of Sackville on this meeting.

Highlights and Initiatives:

- Various consultations with Engineering and Town Staff on property inquiries and development proposals and inquiries.

- Preparation for Municipal Plan and Zoning By-law Review – Updating and preparing background study, identifying planning related issues as part of the review, rental properties, lands for public purpose study, etc. (Summer Student hired to assist in compiling materials)

Respectfully Submitted by:
Lori Bickford, Planning Manager/Planner

Mayor's Report July 2021

Meetings

Mayor's Round Table on Climate Change July 7

Mount A President Jean-Paul Boudreau & VP International & Student Affairs Anne Comfort

Regional Mayors meeting July 14 in Dorchester

Provincial update, Department of Health virtual meeting on path to green phase

Liaison meetings – HR & Corporate Affairs/Strategic Development

Phone call July 23 with Ken Zolotar ParticipACTION Manager of Stakeholder Relations and Public Affairs regarding Sackville's being named New Brunswick's most active community in the Community Better Challenge.

Email follow-up on various inquiries

Media interviews regarding hospital, local government reform, climate mitigation & ParticipACTION challenge

CBC Information Morning

CBC Shift NB

CTV

Global

Times & Transcript

COUNCIL REPORT

Subject Area: CAO Report

Meeting Date: August 9, 2021

Councillors:

Mayor and Council

Attachments:

N/A

Background:

Detailed information on town operations and activities can be found in the respective departmental reports.

With the transition to the province's Path to Green, we adjusted a variety of operations and continue to keep a close eye on the region's recovery efforts adapting to the new normal. I participated in the Region 7 Regional Resilience Steering Committee meeting on July 28.

On July 14, I had the opportunity to join Mayor Mesheau in a meeting with regional Mayor's and administrators to discuss matter of mutual concern, including the temporary reduction in hours of the emergency room at the Sackville Memorial Hospital and the local government reform process. The group agreed that quarterly meetings would be beneficial moving forward and issued a joint press release on the inaugural meeting. A copy of the press release is available here: <https://sackville.com/2021/07/sackville-dorchester-memramcook-and-port-elgin-mayors-collaborate-on-regional-issues/>

We were very pleased to make a formal local government reform submission following the Special Council Meeting on July 20. The letter is posted on the Town's website, which is available here: <https://sackville.com/2021/07/town-response-to-green-paper-on-local-governance-reform/>

On July 28, I had the opportunity to meet Courtney Pringle Carver, Mount Allison's new VP of University Advancement who has replaced Gloria Jollymore. Along with being a key contact between the Town administration and the senior university leadership and governance team, Courtney will be joining the Town-University working group that was established at the start of the pandemic. We wish Gloria all the best in her retirement and want to thank her for her many years of collaboration.

As noted in July, the Municipal Reform working groups have concluded. A meeting of all the groups took place on July 21 where summary of discussions was provided. Additional details will be released from the Province as they continue to towards a White Paper.

On August 5, we welcomed the Hon. Daniel Allain, Minister of Local Government and Local Governance Reform, to Town Hall. Minister Allain was joined by his Deputy Minister and Executive Assistant, and discussed local government reform, healthcare, as well as future town infrastructure projects. The group then met with the regional Mayor's and administrators to further discuss local government reform, healthcare reform and other regional collaboration topics.

A few highlights and initiatives taking place across the organization are noted below.

Highlights and Initiatives:

- Building permits remain strong, with more than \$3.3 million more in construction value over 2020 numbers.
- The release of the Town's 2022 budget schedule.
- Completion of the green roof expansion at Town Hall in partnership with EOS Eco Energy.
- Ongoing COVID testing and vaccination centres at the Civic Centre.
- A visit from New Brunswick's Tourism Department's Explore Mobile Team and encouraging visitor numbers at our Visitor Information Centre.
- An incredible first place provincial finish in the ParticipACTION Community Better Challenge, which comes with an award of \$15,000.
- Congratulations to Del Wheaton and Janet Hammock as part of the Sackville Arts Wall Class of 2021.
- A switch to a new mass emergency notification service program called Voyent Alert.
- The release of the RCMP quarterly report covering April-June.
- Ongoing work on the Town's Procedure and Organization of Council By-law.
- Completion of the Workplace Assessment of the Fire Department, which is now under review.
- Preliminary work to establish a Mayor's Roundtable on Economic Development.

With respect to regular Council business, there is a proclamation on National Rail Safety Week, and there are a variety of motions anticipated for Council's consideration, including:

- A new canteen/bar agreement for the Civic Centre.
- Several recreation related motions.
- Amendments to our Street Traffic By-law that would permit skateboards on public streets.
- A Memorandum of Understanding with the Municipal Natural Assets Initiative to develop a local inventory.
- The temporary closure of York Street in September to accommodate a Welcome Centre on Mount Allison's campus.
- Several motions in advance of the Annual General Meeting of the Union of Municipalities of New Brunswick.

Respectfully Submitted by:
Jamie Burke, CAO

**ACCOUNTS PAYABLE REPORT
FOR THE MONTH OF JULY 2021**

	<u>JANUARY-JUNE</u>	<u>JULY</u>	<u>YEAR TO DATE</u>
<u>GENERAL GOV'T</u>	\$ 3,099,038.45	\$ 470,372.40	\$ 3,569,410.85
<u>GENERAL CAPITAL</u>	\$ 299,367.70	\$ 42,575.88	\$ 341,943.58
<u>UTILITY GOV'T</u>	\$ 1,149,567.26	\$ 82,306.25	\$ 1,231,873.51
<u>UTILITY CAPITAL</u>	\$ 76,818.22	\$ 22,581.40	\$ 99,399.62
<u>TOTAL</u>	<u>\$ 4,624,791.63</u>	<u>\$ 617,835.93</u>	<u>\$ 5,242,627.56</u>

REGULAR COUNCIL MEETING			
FOR TWO PAY PERIODS			
SALARY & WAGES			
FOR THE MONTH OF JULY 2021			
DEPARTMENT	REGULAR	OVERTIME	TOTAL
UTILITY (WATER/SEWER)	\$20,461.72	\$76.37	\$20,538.09
FINANCE & ADMINISTRATION	\$31,493.96	\$0.00	\$31,493.96
POLICING/BY-LAW	\$12,096.14	\$105.78	\$12,201.92
TRANSPORTATION	\$69,954.70	\$665.59	\$70,620.29
TOURISM, COM.DEV. & ECONOMIC DEV.			
ECONOMIC DEVELOPMENT	\$7,027.76	\$0.00	\$7,027.76
COM.DEV. & PROGRAMMING	\$28,601.06	\$0.00	\$28,601.06
TOURISM	\$18,599.88	\$0.00	\$18,599.88
TOTAL	\$54,228.70	\$0.00	\$54,228.70
PARKS & RECREATION FACILITIES			
PARKS & RECREATION	\$8,166.08	\$0.00	\$8,166.08
CIVIC CENTRE	\$28,884.01	\$199.62	\$29,083.63
TOTAL	\$37,050.09	\$199.62	\$37,249.71
VOLUNTEER FIREFIGHTERS	\$23,696.54	\$0.00	\$23,696.54
MAYOR & COUNCIL	\$6,009.87	\$0.00	\$6,009.87
TOTALS	\$254,991.72	\$1,047.36	\$256,039.08
			\$256,039.08
OVERTIME CONSISTS OF:			
JUNE 20 - JULY 3	JULY 4 - JULY 17		
PUBLIC WORKS:	PUBLIC WORKS:		
ON CALL	ON CALL		
SHIFT COVERAGE			
READING METERS			
ANNUAL FLUSHING			
CIVIC CENTRE:	CIVIC CENTRE:		
COVID-19 CLINIC	VACCINE CLINIC		
TRAINING			
SHIFT COVERAGE			
	BYLAW:		
	SHIFT COVERAGE		
**SOME OVERTIME LISTED MAY CONSIST OF BANKED HOURS, WHICH WILL BE PAID AT A LATER DATE.			



COUNCIL REPORT

Subject Area: Finance and Administration

Meeting Date: August 9, 2021

Councillors: Bill Evans

Attachments:

- 1) 2022 Budget Schedule
 - 2) 2021 Financial Statements to July 31/21
 - 3) Animal Control Report to July 31/21
-

Background:

The Finance Liaison Meeting was held on August 5, 2021.

Highlights and Initiatives:

- Financial Statements are included to the end of July 2021 and continue to be on track for the year. There remain no major anomalies to report that would negatively affect the outcome of our 2021-year end at this time. Capital Projects continue to be awarded and completed in 2021 which must be completed by December 31, 2021.
- The 2022 Budget Schedule is attached. The timeline for 2022 is the same as 2021 which was the new timeline provided by the Province. We continue to look forward to receiving the information early and being able to proceed through the process in October. In accordance with the timelines we will be required to approve budget motions in November 2021.
 - The meeting date for any Public Presentation by groups, organizations and individuals will be September 20, 2021.
 - Presentation of the draft Budget to Council is expected on October 18th and 19th, 2021.
- At the last Council meeting a question was asked relating to RCMP, where the figure of \$2-3 million per year was suggested as the annual cost of the RCMP for the Town of Sackville. In 2021 the total RCMP Contract Budget including 10 officers, overtime costs, CPO expenses and Admin Support staffing is \$1,550,059. The actual cost for this service in 2020 was \$1,350,450.
- Water bills for the period of April to June went out on July 19, 2021 and have a due date of August 18, 2021. Once the bills become past due we will send out a reminder notice later in August for those who have not paid their bills. Last month we reported some computer issues that resulted in only 1500 of the approximate 2000 readings to which we were able to resolve and obtain 98% of the readings for the billing. Those that did not

read will be contacted for repairs to their reading devices which is likely a battery needing replaced.

- In early June we began the process of issuing shut off notices to account with overdue balances. A total of 92 shut off notices were sent for a total outstanding and overdue balances of \$54,410.91. As of August 3, 2021, a total of \$37,269.35 (68.5% of the total outstanding) has been collected.
- FCM Funding application was submitted on September 14, 2020 to continue advancing our Asset Management Plan through a new work order system in Public Works. Our application remains in the review stages as we await a decision on funding.
- Municipal Reform working group has concluded. A meeting of all the groups took place where summary of discussions were provided. More details will come out from the Province as they move towards writing the white paper.
- Dog Tags for 2021 continue to be on sale at Town Hall. Proof of Rabies Vaccinations must be presented at time of registration. As we are now beyond March 31st, dog tags are now past due and subject to an additional late fee of \$20 on top of the regular tag fee. Staff have been working on contacting residents who have previously registered dogs who did not in 2021 where 59 letters had gone out and 46 of these have been resolved. This leaves the Town with 13 remaining that will be sent a further letter with a by-law infraction allowing them time to register their dog and not having to pay the ticket.
- By-Law Enforcement Report for July is not included this month due to vacations and will be included in next month report with August report. We continue to monitor illegal parking, 2-hour parking areas, Dangerous and Unsightly premises issues.
- We have had one of the By-law students resign during July as they have obtained work with another employer. This leaves us with two By-law students who are continuing to enforce our By-laws through the summer in addition to our full-time officer.
- We are continuing with the hiring process for a secretary at the front desk at Town Hall which was vacated in 2020 when Skye Tower moved to Public Works. We expect to have this position filled late in August.
- Animal Control statistics are included for July 2021. Normal operations continue.

Respectfully Submitted by:
Michael Beal, Treasurer

As of August 3, 2021
DRAFT

2022 OPERATING AND CAPITAL BUDGET TENTATIVE SCHEDULE

Sept 17, 2021	Budget Documents to Managers by Treasurer
Sept. 20, 2021	Public Presentations related to 2022 Budget
Sept. 24, 2021	5 Year Capital Budget submitted to Treasurer by Dept. Heads.
Oct. 1, 2021	Return of 2022 and 2023 Operating Budget Request to Treasurer from Dept. Heads.
Oct. 1, 2021 to Oct. 11, 2021	Treasurer meets Dept. Heads for Review/Adjustments prior to discussion with Council.
Oct. 4, 2021	Strategic Planning and Budget Assumptions
Oct. 18 & 19, 2021	Presentation of 1 st Draft of Operating/Capital Budgets to Council
Oct. 25, 2021	**Final Review of Operational and Capital Budget
Nov. 2, 2021	** Additional Review of Operational and Capital Budget if needed
Nov. 8, 2021	Council motion to approve 2022 Operating Budget and Capital Budget including Borrowing for 2022 Capital Projects.
Jan. 2022	Hearing by Province on Capital.

**** Dates are subject to change depending on information from Province and availability of meeting dates with staff and council.**

*****All sessions are open to the public except for personnel, land and legal issues.**

TOWN OF SACKVILLE
STATEMENT OF REVENUE & EXPENDITURES
GENERAL GOVERNMENT
AS OF JULY 31, 2021

	YTD JUNE 30/21	YTD JULY 31/21	BUDGET 2021	% OF BUDGET
REVENUE				
FINANCE & ADMINISTRATION	5,431,325	6,371,752	10,540,502	60.5%
PUBLIC WORKS	42,477	45,803	97,391	47.0%
POLICE	96,485	97,945	363,000	27.0%
FIRE	61,246	61,953	121,868	50.8%
COMM DEV, PROGRAM & TOURISM	16,049	19,857	57,600	34.5%
PARKS & RECREATION FACILITIES	97,203	102,276	284,700	35.9%
TOTAL REVENUE	5,744,785	6,699,586	11,465,061	58.4%

EXPENDITURES

FINANCE & ADMINISTRATION	898,338	1,016,776	1,915,887	53.1%
CAPITAL OUT OF REVENUE	-		1,232,000	0.0%
RESERVE FUND TRANSFER	-		78,000	
DEBT PAYMENTS	255,405	388,485	963,647	40.3%
ENG & PUBLIC WORKS	990,829	1,201,323	2,357,112	51.0%
PARKS & RECREATION FACILITIES	422,315	476,255	996,471	47.8%
POLICE	503,752	526,747	1,876,721	28.1%
FIRE	423,480	490,464	867,004	56.6%
COR. PROJ/TOURISM/PROGRAMMING	365,101	440,260	1,178,219	37.4%
TOTAL EXPENDITURES	3,859,220	4,540,310	11,465,061	39.6%

*** UNAUDITED AND UNADJUSTED

EXPENDITURE NORM	58.3%
JULY 2020 REVENUE	54.3%
JULY 2020 EXPENSE	41.0%

TOWN OF SACKVILLE
STATEMENT OF REVENUE & EXPENDITURES
UTILITY GOVERNMENT
AS OF JULY 31, 2021

	YTD JUNE 30/21	YTD JULY 31/21	BUDGET 2021	% OF BUDGET
REVENUE				
UTILITY REVENUE	607,727	1,063,937	2,052,166	51.8%
TOTAL REVENUE	607,727	1,063,937	2,052,166	51.8%
EXPENDITURES				
FINANCE & ADMINISTRATION	139,316	159,121	290,502	54.8%
CAPITAL OUT OF REVENUE			200,000	
RESERVE FUND TRANSFER				
DEBT PAYMENTS	460,067	475,119	548,880	86.6%
PUBLIC WORKS	418,328	508,695	887,298	57.3%
ENGINEERING	16,141	17,220	125,486	13.7%
TOTAL EXPENDITURES	1,033,852	1,160,155	2,052,166	56.5%

*** UNAUDITED AND UNADJUSTED

EXPENDITURE NORM	58.3%
JULY 2020 REVENUE	49.8%
JULY 2020 EXPENSE	60.5%

**TOWN OF SACKVILLE
2021 GENERAL CAPITAL
AS OF JULY 31, 2021**

TYPE	NAME OF ACCOUNT	BUDGET WITH H.S.T.	NET H.S.T.	PRE HST BUDGET	(EXCL. HST) EXPENSES 2020	BALANCE	PERCENT AVAILABLE
<u>FIRE DEPARTMENT</u>							
C	BUNKER GEAR REPLACE	24,000.00	987.25	23,012.75		23,012.75	100.0%
C/D	TRAINING FACILITY	20,000.00	822.71	19,177.29	11,900.00	7,277.29	37.9%
C	COMMUNICATION EQUIP	65,000.00	2,673.79	62,326.21		62,326.21	100.0%
TOTAL FIRE DEPARTMENT		109,000.00	4,483.75	104,516.25	11,900.00	92,616.25	88.6%
<u>TOURISM</u>							
C	N/A	-	-	-		-	#DIV/0!
TOTAL TOURISM		-	-	-	-	-	#DIV/0!
<u>RECREATION AND PARKS FACILITIES</u>							
C	FACILITY UPGRADES	40,000.00	1,645.41	38,354.59	27,057.47	11,297.12	29.5%
C	BASEBALL FIELDS	7,000.00	287.95	6,712.05	7,700.00	(987.95)	-14.7%
C	TRAIL/PARK DEVELOPMENT	25,000.00	1,028.38	23,971.62		23,971.62	100.0%
C	PLAYGROUND EQUIPMENT	30,000.00	1,234.06	28,765.94		28,765.94	100.0%
C	FLEET UPGRADES	105,000.00	4,319.21	100,680.79	41,337.85	59,342.94	58.9%
TOTAL RECREATION AND PARKS		207,000.00	8,515.01	198,484.99	76,095.32	122,389.67	61.7%
<u>PRIOR YEAR CAPITAL</u>							
RES	GENERATOR FOR PW	80,000.00	3,290.82	76,709.18	59,515.06	17,194.12	22.4%
RES	GENERATOR FOR CIVIC CTR	575,000.00	23,652.80	551,347.20	2,482.50	548,864.70	99.5%
RES	WILDLAND FIRE PROTECTION	30,000.00	1,234.06	28,765.94	19,408.00	9,357.94	32.5%
TOTAL PRIOR YEAR CAPITAL		685,000.00	28,177.68	656,822.32	81,405.56	575,416.76	87.6%
<u>ENGINEERING AND PUBLIC WORKS</u>							
C	QUEENS OR MORGAN ROADS	165,000.00	6,787.32	158,212.68	6,379.50	151,833.18	96.0%
C	WRIGHT ST RECONSTRUCTION	90,000.00	3,702.18	86,297.82		86,297.82	100.0%
C	BOOSTER PUMP STORM SWR	60,000.00	2,468.12	57,531.88	908.00	56,623.88	98.4%
C	SIDEWALK RENEWAL	45,000.00	1,851.09	43,148.91		43,148.91	100.0%
C	XWALK/TRAFFIC LIGHTS	83,000.00	3,414.23	79,585.77	15,843.00	63,742.77	80.1%
C	CRESCENT ST. CULVERT	30,000.00	1,234.06	28,765.94		28,765.94	100.0%
C	PW FLEET UPGRADE	393,000.00	16,166.17	376,833.83		376,833.83	100.0%
C	GUARD RAILS	25,000.00	1,028.38	23,971.62	12,634.60	11,337.02	47.3%
C	WALKER ROAD SHALE/GRAVEL	25,000.00	1,028.38	23,971.62		23,971.62	100.0%
TOTAL ENGINEERING AND PUBLIC WORKS		916,000.00	37,679.93	878,320.07	35,765.10	842,554.97	95.9%
TOTAL CAPITAL		1,917,000.00	78,856.37	1,838,143.63	205,165.98	1,632,977.65	
CAPITAL OUT OF REVENUE		1,232,000.00	(1232/0)				
CAPITAL RESERVE FUNDING		685,000.00					
NET HST				78,856.37	8,980.85	69,875.52	88.6%
				1,917,000.00	214,146.83	1,702,853.17	88.8%

**TOWN OF SACKVILLE
2021 UTILITY CAPITAL
AS OF JULY 31, 2021**

TYPE	NAME OF ACCOUNT	BUDGET WITH H.S.T.	NET H.S.T.	PRE HST BUDGET	EXPENSES 2021	BALANCE	PERCENT AVAILABLE
B (2019)	WATER METERS	46,000.00	1,892.22	44,107.78		44,107.78	100.0%
B (2019)	WATER PLANT UPGRADE	40,000.00	1,645.41	38,354.59	971.19	37,383.40	97.5%
B(2020)	WATER PLANT UPGRADE	50,000.00	2,056.77	47,943.24		47,943.24	100.0%
B(2020)	EXCAVATOR	183,000.00	7,527.76	175,472.24		175,472.24	100.0%
B(2020)	W/S UPGRADE	83,000.00	3,414.23	79,585.77	37,665.00	41,920.77	52.7%
		<u>402,000.00</u>					
B	QUEENS RD. OR MORGAN LN	299,000.00	12,299.45	286,700.55	1,696.00	285,004.55	99.4%
B	WATER METERS	25,000.00	1,028.38	23,971.62		23,971.62	100.0%
B	LIFT STATIONS	70,000.00	2,879.47	67,120.53	19,636.00	47,484.53	70.7%
B	WATER PLANT UPGRADE	50,000.00	2,056.77	47,943.24		47,943.24	100.0%
TOTAL CAPITAL		<u>444,000.00</u>	<u>34,800.46</u>	<u>811,199.54</u>	<u>59,968.19</u>	<u>751,231.35</u>	<u>92.6%</u>
CAPITAL OUT OF REVENUE		-					
NET H.S.T		846,000.00		34,800.46	2,569.95	32,230.52	92.6%
GRAND TOTAL				<u>846,000.00</u>	<u>62,538.14</u>	<u>783,461.86</u>	<u>92.6%</u>

Sackville Animal Control Report

July 2021

During the Month of **July**, **24** calls were responded to within the Town of Sackville

- 6** Calls on missing cats.
- 1** Call on a D.O.A crow.
- 2** Calls on D.O.A raccoons.
- 1** Call on a D.O.A porcupine.
- 1** Call on a D.O.A deer, passed it over to Natural Resources.
- 3** Calls on a barking dogs 24/7.
- 2** Calls on a dog being left in a car.
- 2** Calls on loose dogs.
- 6** Calls about needing to use the live traps, dropped off for use.

There have been **32** patrols done in the month of **July**

Please remember to get your 2021 dog tags at the Town Hall. Any questions please call Animal Control at **506-536-7671**.

Thanks you!
Jaime Spicer
Animal Control Officer.



COUNCIL REPORT

Subject Area: Tourism and Business
Development

Meeting Date: August 9, 2021

Councillor: Ken Hicks

Attachments:

N/A

Background:

The Tourism and Business Development Liaison Group met on July 30.

Highlights and Initiatives:

- Waterfowl Park Artist-in-Residence Kamaya Lindquist installed her “Yarn Bomb” project in the Waterfowl Park on July 25. The work will remain up until sometime in August.
- The Province of New Brunswick’s Explore Mobile Team visited Sackville on July 29 and visited the VIC and attended the Concert in the Park in Bill Johnstone Memorial Park.
- In July there were 710 visitors to the VIC. In 2019 there were 1188 people visiting the Centre in July, so we are at 60 % of that number. This is a significant increase over 2020 when we had approximately 25 % of that number. After careful consideration, COVID restrictions (masks, etc) will remain in place at the VIC for the time being due to the nature of its operations.
- Waterfowl Park Wednesdays for young people was a big success in July with 30 children attending the four events, for an average of 7 or 8 children per week.
- The Manager attended an online meeting on COVID restrictions for Arts and Culture events presented by Worksafe New Brunswick. Thankfully, all the information presented is now irrelevant.
- Business Development Intern Sarah Reeder has been busy working on Business Profiles, the Chalk Festival, reviewing communications plans, and other activities.
- After a productive meeting with their President, we will be working with Mainstreet Redevelopment in the coming months on a business Passport and preparing for Moonlight Madness. More details to come soon.
- We are pleased to report that another VIC student will be on a summer job grant – this time a Green Jobs grant.

Respectfully Submitted by:

Ron Kelly Spurles, Manager of Tourism and Business Development

Background:

Public Property and Facilities Department Liaison group met on Aug 5th, 2021.

Highlights and Initiatives:

Engineering and Public Works

- Public Works staff continued to work on several sidewalk and curb and gutter upgrades in various locations around Town throughout the Month of July.
- Public Works has continued to utilize the street sweeper to clean gutters and streets around Town. This will continue throughout summer and into the fall as time permits.
- Public Works staff in conjunction with Costin Paving and Contracting Ltd. completed the installation of the new asphalt sidewalk along Wellington Street during the Month of July. The installation of the new crosswalk signage near the skate park was installed and the painting of the new crosswalk lines will be completed as soon as weather permits.
- Public Works staff completed some additional shoulder repairs on York Street, as well as, ditching in various locations around Town during the month of July.
- Public Works staff addressed several stormwater drainage issues in various locations around Town during the month of July.
- The Town was contacted by the Department of Environment during the month of July to help clean up a small amount of contaminate that was illegally dumped along the edge of the High Marsh Road near the covered Bridge. The tar like material was cleaned up and disposed of at an approved facility in Moncton.
- Mechanics conducted ongoing maintenance on all equipment and repaired all breakdowns to equipment, as well as any fire and rescue vehicles that required servicing and repairs throughout the month of July.
- The utility department completed repairs to several water valves boxes and curb stops in various locations around town during the month of July.
- The utility department completed the quarterly water meter reads during the first week of July. This included the evaluation and troubleshooting of several water meters that were not obtained during this quarterly read.

- Costin Paving and Contracting Ltd has completed the paving of the various streets contract except for the Wright Street extension, which will be completed later this fall.
- The Engineering and Public Works department continues to work with the patching contractor Von Industries Ltd to make the repairs to the patching that was completed on York and Bridge Street specifically and will continue to work with them to complete the patching for the remainder of the Town.
- The Town staff continues to work with J&D Electric on the Generator project for the TVMCC throughout the Month of July. The generator and enclosure arrived on site on July 23rd and has been installed on the concrete pad at the rear of the TVMCC. The contractor will be working over the next several weeks to complete the installation of the new generator, which involves a facility shutdown for a couple of days to complete the transfer of power through the new generator enclosure. We do not anticipate any issues with completing this project prior to the start of the ice season.
- The Engineering and Parks and Facilities Departments have been working with EOS Eco-Energy on the design and installation for the Green Roof expansion project that has been funded through EOS. The contractor was able to start the project on July 14th and we are please to say that the green roof project is now complete, and we are very pleased with the outcome of the project. We would like to thank EOS Eco Energy for funding this project and invite the public to visit the green roof anytime during regular business hours at Town Hall at 31C Main Street.
- We congratulate Employee Andy Phinney on accepting the position of Utility Worker with the Public Works Department following the promotion of Brian Dobson to Utility Foreman.
- We are pleased to welcome Joseph Tower to the position of Engineering Technologist with the Engineering and Public Works Department. Mr. Tower joined us on Tuesday, August 3, 2021.

Tantramar Veterans Memorial Civic Center

- Horizon Healthcare continued to run the COVID-19 assessment clinic in the Mezzanine/ Lounge of the Civic Center, however they have reduced the number of test days per week, where the clinic now only runs Monday, Wednesday, and Fridays.
- Vitalite Healthcare network continued to operate vaccine clinics at the TVMCC during the Month of July with clinics being held on July 14th and 28th. They have one Vaccine clinic scheduled for August 26th at this time. To book an appointment call 1(833)437-1424
- CIMCO were on site to complete the compressor overhaul during the month of July, and we are working with them to schedule the brine header replacement work over the next few weeks.

Municipal Parks

- Staff continue to be busy in all Municipal parks with inspection and cleaning of equipment, as well as, regular mowing, trimming weeding, trail work, regular maintenance, and cleanup for all parks.
- Due to the weather this season the staff are working extra hard to keep ahead of the mowing in all Municipal parks as well as the park properties around Town.

- The washroom in Bill Johnstone Activity Center, the ball shed, and Lillas Fawcett Park continue to be open for the season. However, due to vandalism, our by-law students will be locking them at dusk during the summer months.
- If you have concerns about the Town's parks, please call 364-4955 or email bookings@sackville.com we appreciate the extra eyes in the parks.

Submitted By:

Dwayne Acton, Town Engineer



COUNCIL REPORT

Subject Area: Recreation Programs and Events

Meeting Date: August 12, 2021

Councillors: Allison Butcher

Attachments:

N/A

Background:

The Recreation Programs and Events Liaison Group met on July 27, 2021.

Highlights and Initiatives:

- We are excited to announce that the Town finished in first place New Brunswick for the ParticipACTION Community Better Challenge. This has resulted in an award of \$15,000 to support physical activity initiatives in Sackville. We are currently assessing how that money could realistically be spent based on public input and objectives outlined in the Recreation Master Plan.
- August summer programs are underway and include a wide range of opportunities for kids, teens, adults and seniors.
- The Town of Sackville Community Development Grant applications are now available at www.sackville.com. The application deadline is October 15, 2021.
- A reminder to residents that many of our programs do not require pre-registration and take place weekly. Examples include Senior's Socials on Wednesday afternoons and Concerts in the Park on Thursday evenings. Full details can be found at www.sackville.com.
- New Brunswick Day Activities took place at the Bill Johnstone Memorial Park and was our first event since transitioning to the GREEN phase of the province's COVID Recovery Plan.
- The department successfully applied for three Green Summer Jobs Grants to help cover the salaries of three summer student positions.

- Del Wheaton (performing Arts) and Janet Hammock (Arts Builder) will be inducted to the Sackville Arts Wall Class of 2021. An induction ceremony will be held on Sunday, October 3, 2021, at 1:00pm in the Sackville United Church. A motion on a member appointment will follow.
- The Sackville Street Chalk Art Festival is scheduled for August 27th and 28th. A full schedule will be available soon, but activities will include a movie in the park, the fireworks originally scheduled for Canada Day, live music, art workshops and several chalk artists.
- The 20th Sackville Fall Fair will take place September 23-26, 2021. A full schedule will be released soon, but residents can expect a new Family Day located downtown, live music in the tent, the Fall Fair Parade, the annual Show N Shine, the Anything That Floats Race, fireworks, the Midway and much more!
- The Department has been assisting the Tantramar Community Task Force and has joined their Mental Health, Youth and Physical Health action groups.
- The Department has several motions to advance following discussions at the Special Council Meeting on August 3, 2021, relating to the Green Jobs Initiative Subsidy, waiving the fees for family and lunchtime skates for the 2021-22 ice season, and direction to staff to prepare a new recreation subsidy policy.

Library Report

- The Library continues to offer several summer programs. Parents are invited to drop by the Library or visit their Facebook page for more details.

Submitted by:

Matt Pryde
Manager of Recreation Programs and Events

Background:

The Public Safety Liaison Group met on August 5, 2021.

Highlights and Initiatives:

- Sackville Fire & Rescue responded to 15 calls for service in the month of July. They included: 6-commercial fire alarms, 3-motor vehicle collisions, 3-vehicle fires, 1-structure fire, 1-grass fire and 1-request for assistance from Ambulance, New Brunswick. The calls for service in 2021 were down 2 calls compared to the same timeframe in 2020.
- Training sessions that took place in the month of July were; N.B. Power safety training, water rescue and pump operations as well as equipment and station checks. Firefighters also did a fire safety presentation to the Bridge Street Children's Academy.
- As part of our emergency management operations, staff continue to look at opportunities to enhance the way we communicate with the residents of Sackville during emergency situations. This said, we will be going live this fall with a new emergency system called Voyent Alert. If you have already signed up to receive emergency alerts, your data will be transferred over to the new platform, however, if you no longer wish to receive emergency alerts from the Town of Sackville, you can sign-in to your Sentinel account and unsubscribe from receiving future alerts.
- Just a reminder, under the Fire Prevention By-Law No.275, Section 3, rubbish fires are strictly prohibited within town limits. I would like to remind all the residents of Sackville, that when having outside fires, they must use an outdoor wood burning appliance, which is a manufactured non-combustible enclosed container, designed to hold a small fire, for decorative purposes only. The size of this wood burning appliance should not be larger than 1 meter in any direction and may include a chimney. This 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. This fire watch information will be available on the Town of Sackville website and will be regularly updated on the Sackville Fire & Rescue Facebook page.

- As always, I would like to remind all residents of Sackville 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.

Respectfully Submitted by:
Craig Bowser, Fire Chief

Background: Police Report

Sackville's RCMP Detachment a comparable month of July to last year. The calls for services were in relation to motor vehicle traffic complaints, false alarms and assistance files.

Sackville Detachment continues to be fully staffed with no pending transfers, in or out.

Related to the EMA Covid-19 Provincial Order:

There were no Emergency Measures Act Covid-19 Order complaints received in July. Police did monitor some international travellers. This is expected to continue as travellers are monitored through federal regulations.

Traffic:

There was an increase in pro-active traffic enforcement efforts in July. This was also in part due to concerns and complaints from the public. Initiatives on impaired driving enforcement will continue over the following months.

New Brunswick Occurrence Map links:

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

Reporting Changes:

Starting in September, the RCMP will return to reporting to Council In-camera in advance of our Special Council Meetings. However, public reports will still be provided as usual on a monthly basis in our Regular Meeting package and RCMP personnel will be available to present their Quarterly Report. In addition, the RCMP and Town will be partnering on a community engagement session on policing priorities which will take place in early fall.

Sgt. Paul Gagne

MONTHLY REPORT

July 2021

Lise Babineau, CPO
Sackville RCMP, Southeast District RSC7

- Botvin Life Skills – Preparing for the 2021-2022 school year
- Regular monthly meetings continue with the Southeast Regional Resiliency team, the Tantramar Community Task Force, LEAD, RCMP National Youth Services, and JDiv CPOs.
- Continuing to work with various initiatives through the following working groups:
 - Tantramar at-risk youth, Mental Health and Tantramar Youth Network
- Consultations with Members for files and diversion referrals as needed
- Preparing a Bike Rodeo for the chalk festival in August
- Looking at developing a TADD chapter in the fall
- Preparing to take part in the Tantramar Transition summer camp in August



RCMP – J DIVISION QUARTERLY REPORT

Southeast District – Town of Sackville

GRC – DIVISION J RAPPORT TRIMESTRIEL

District du Sud-Est – Ville de Sackville



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Our Policing Priorities / Nos priorités de service de police

J Division RCMP Priorities

- Our people
- Our culture
- Our stewardship
- Our policing services

Priorités de la division J

- Nos gens
- Notre culture
- Notre intendance
- Nos services de police

Town of Sackville Priorities

- Enhance Road Safety by targeting high-risk areas
- Reduce substance abuse through increased presence and intelligence
- Enhance mental health awareness by developing high risk profiles and increasing collaboration with our partners

Priorités de la Ville de Sackville

- Améliorer la sécurité routière en ciblant les habitudes de conduite comportant un risque élevé
- Cibler l'abus de substances en augmentant notre présence et nos renseignements
- Améliorer la sensibilisation sur la santé mentale en développant des profils pour personnes à haut risques et en augmentant la collaboration avec nos partenaires dans la communauté

Highlighted Initiatives

- Drug Trafficking charges
- Traffic Safety Enforcement
- Property crimes
- Street checks
- Curfew checks
- Warrant Operations

Initiatives priorisées

- Accusations de trafic de drogue
- Application de la loi sur la sécurité routière
- Crimes contre les biens
- Contrôles de routine
- Vérification des couvre-feux
- Opérations de mandat

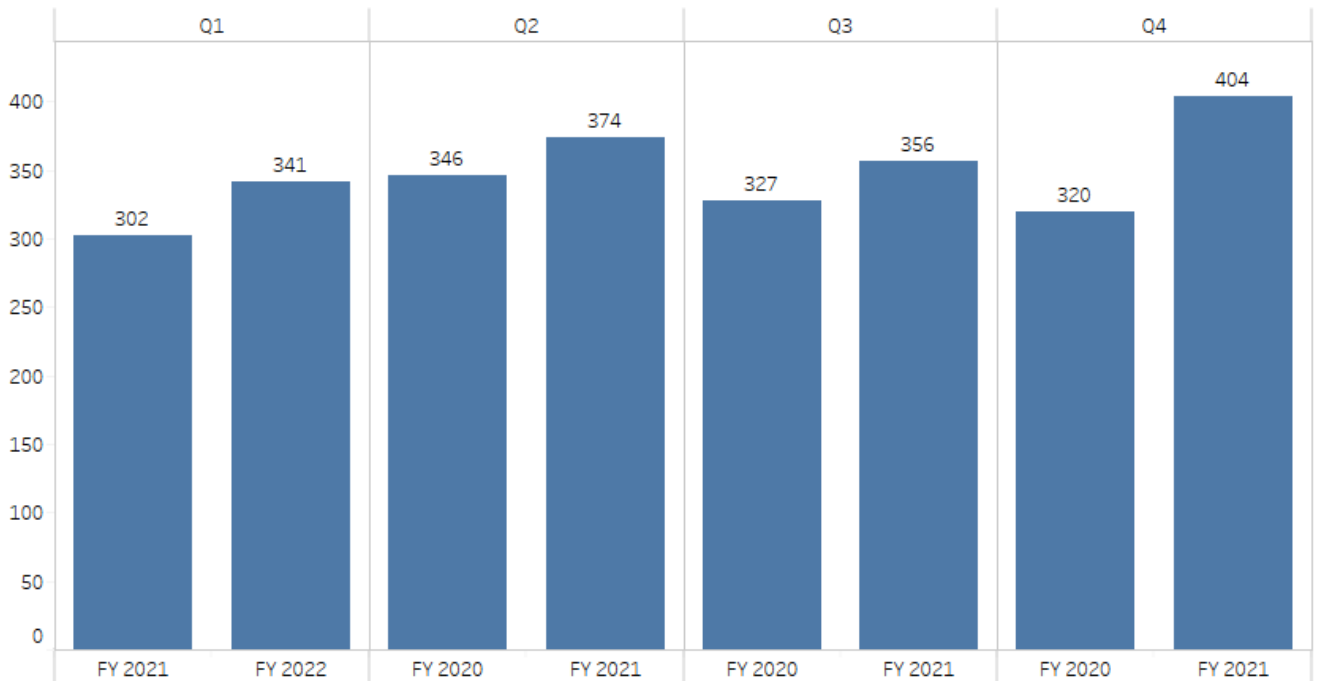


RSC Calls for Service Overview / Sommaire des appels de la CSR

Municipal Detachment
Sackville Municipal

Quarter of Reported Time
Q1

Total # of Calls - Nombre total d'appels



Top 10 Occurrences - Top 10 Incidents

Top	Type	
1	Other Non-Moving Traffic - Provincial/Territorial / Autres infractions relatives à la circulation arrêtée (sauf le stationnement) - Provincial/territorial	24
2	False Alarms / Fausse alarmes	21
3	Moving Traffic - Speeding Violations / Infractions relatives à la conduite - Excès de vitesse	20
4	Assistance to General Public / Assistance au grand public	16
5	Disturbing the peace/Causing a disturbance 175(1) CC / Troubler la paix/Faire du tapage 175(1) CC	15
6	Quarantine Act - Other Activities / Loi sur la mise en quarantaine - autres activités	15
7	Suspicious Person/ Vehicle/ Property / Personne, véhicule ou bien suspect	13
8	Items Lost/Found - except passports / Objets perdus ou trouvés - sauf passeports	10
9	J & M Div Only - False/Abandoned 911 Call / Div. J & M seulement - Appel 911 faux/abandonné	10
10	Mischief - Damage to property 430(3)&(4) CC / Méfait - Détruit un bien 430(3)&(4) CC	10

Cumulative Clearance Rate for Selected Chargeable Offences / Taux de solvabilité cumulatif pour certaines infractions pouvant mener à des accusations criminelles

Rural/Municipal Detachment
Sackville Municipal

Date
2021-04-01 12:00:00 AM to 2021-06-30 12:00:00 AM

Region / Région
RSC 7 Southeast / CSR 7 Sud-Est

Group / Groupe	Subgroup / Sous-groupe	Cleared / Classée	Not Cleared / Non classée	Unfounded / Non fondée	Grand Total
Crimes Against Property / Crime contre la propriété	Break and Enter / Introduction par effraction	33.3% 1		66.7% 2	100.0% 3
	Fraud / Fraude		100.0% 9		100.0% 9
	Mischief / Méfait	12.5% 2	75.0% 12	12.5% 2	100.0% 16
	Theft Under \$5000 / Vol de moins de 5000\$	7.1% 1	64.3% 9	28.6% 4	100.0% 14
Crimes Against the Person / Crime contre la personne	Assaults / Voies de fait	22.2% 2	44.4% 4	33.3% 3	100.0% 9
	Robbery, Extortion, Harassment, Threats / Vol qualifié, Extorsion, Harcèlement, Menaces	21.4% 3	42.9% 6	35.7% 5	100.0% 14
Drug Enforcement / Lois sur les drogues	Trafficking / Trafic		100.0% 2		100.0% 2
Drug Enforcement / Lois sur les drogues	Possession	100.0% 1			100.0% 1
Other Criminal Code / Autre infraction au Code criminel	Other Criminal Code / Autre infraction au C. cr.	13.0% 3	69.6% 16	17.4% 4	100.0% 23
Traffic Offences / Infractions au code de la route	Dangerous Operation of Motor Vehicle, Vessel, Aircraft, Railway / Conduite dangereuse véhicule à moteur, bateau, aéronef, train		100.0% 2		100.0% 2
	Impaired Operation Related Offences / Infractions liées aux facultés affaiblies	20.0% 1	60.0% 3	20.0% 1	100.0% 5

Statistics by Detachment – Statistiques par détachement

Year-to-Year Comparison - Comparaison d'une année à l'autre
Q1 2021/04/01 - 2021/06/30

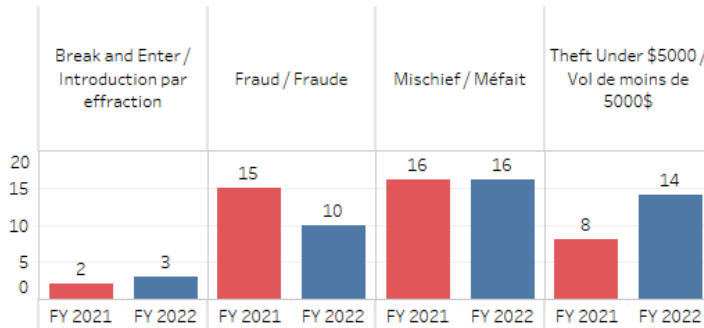
Detachment/Détachement
All

Date
Q1

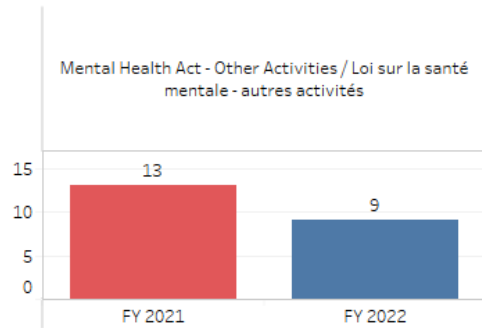
Rural/Municipal
Sackville Municipal

Location
All

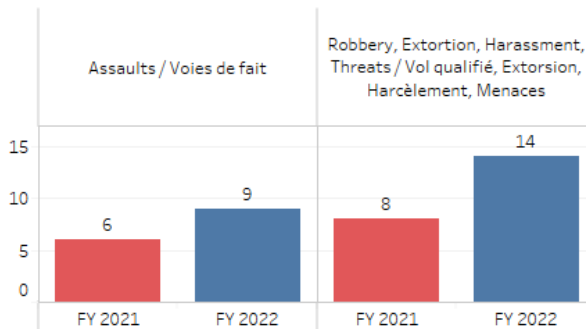
Property Crime Crimes contre les biens



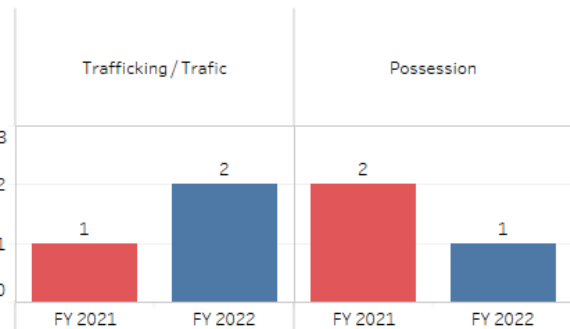
Mental Health Act Loi sur la santé mentale



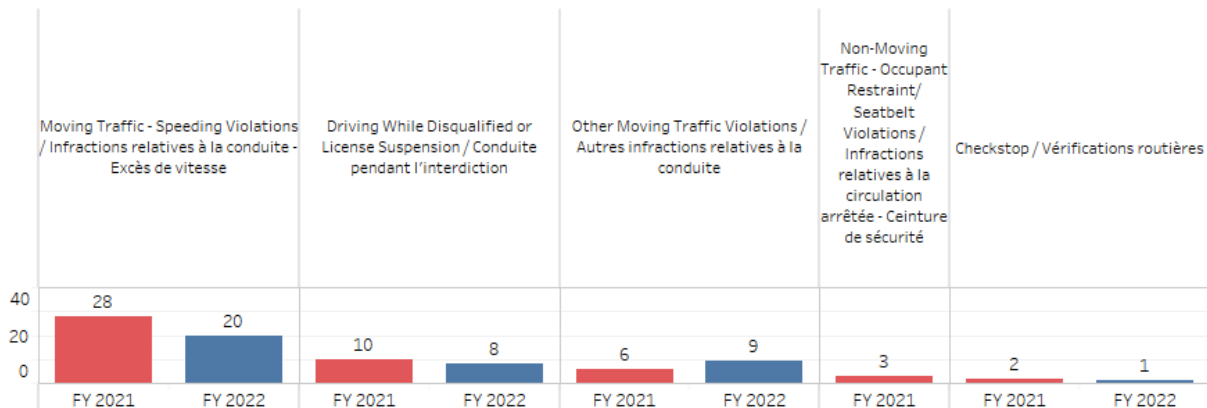
Crimes Against Persons Crimes contre les personnes



Drug Offences Infractions liées aux drogues



Traffic Enforcement - Application du Code de la route



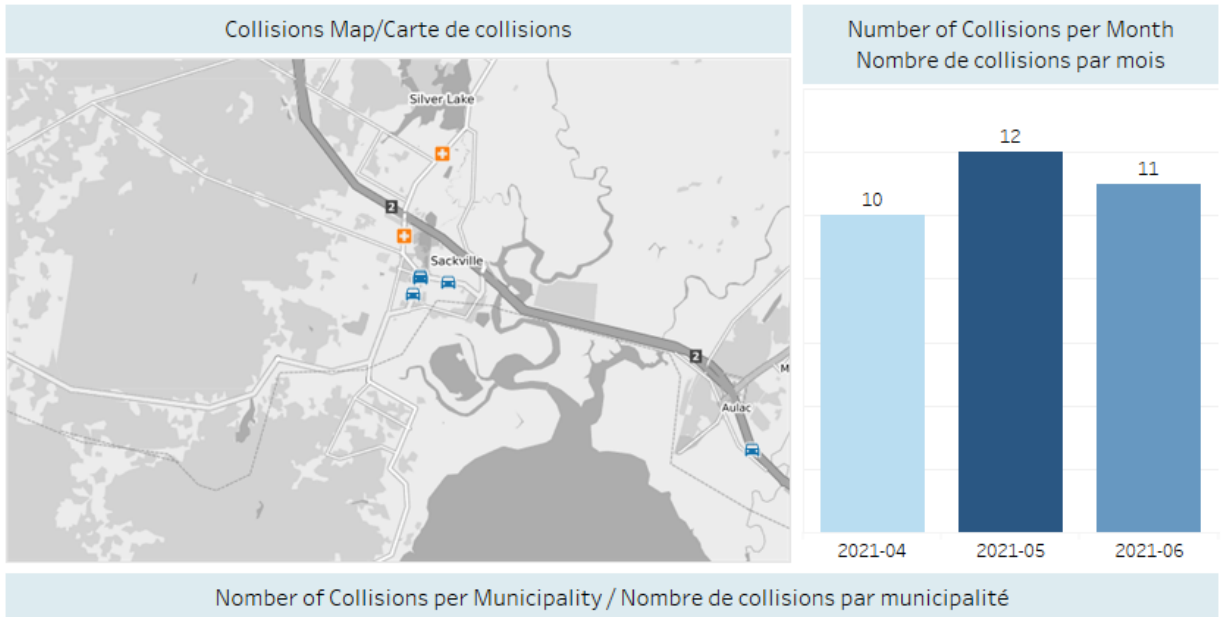
Collision Overview / Aperçu des collisions

Detachment/Détachement
SACKVILLE

Year/Année
FY 2022

Quarter/Trimestre
Q1

Injury/Blessure	Property Damage/Dommage matériel
 7	 26



Includes reportable traffic and off-road vehicle collisions. Excludes collision type *Fail to remain at scene*. A reportable collision is defined as an accident resulting in injury to or death of any person or total property damage to an apparent extent of one thousand dollars.

Inclut les collisions déclarables ainsi que les collisions de véhicules hors-route. Exclut les collisions de type *Défaut d'arrêter ou de rester sur lieux d'un accident*. Une collision déclarable est définie comme un accident ayant entraîné des blessures ou la mort d'une personne ou un accident qui paraît avoir causé un total de 1000 dollars ou plus de dommages matériels.

Traffic Enforcement / Application du Code de la route

Police Access Tool (PAT) Ticketing Overview Aperçu des contraventions de l'Outil d'accès de la police (OAP)

Detachment/Détachement
Sackville

Year/Année
FY 2022

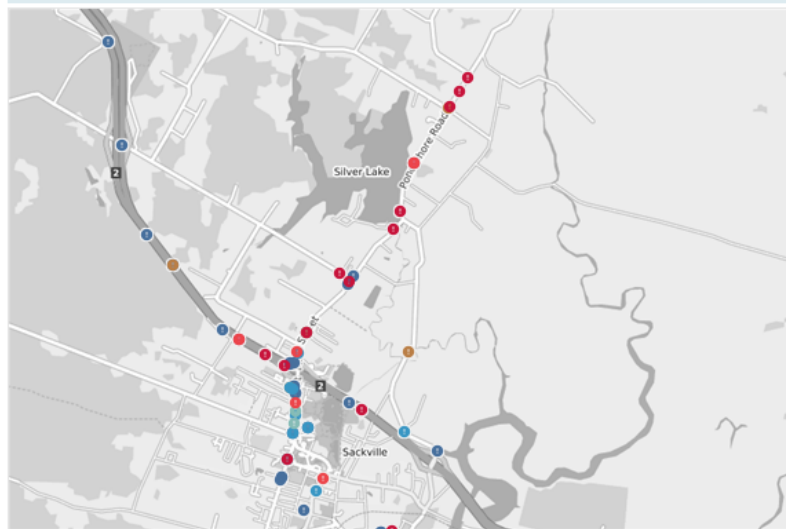
Quarter/Trimestre
Q1

Ticket/Contravention	Warning/Avertissement
 180	 193

Number of Infractions per Municipality/Nombre d'infractions par municipalité

Sackville	139
Memramcook	68
Aulac	39
Point de Bute	18
Baie Verte	18
Melrose	16
Dorchester	14
Upper Cape	8
Shemogue	6
Scoudouc	6
Port Elgin	6
Malden	6
Jolicure	5
Woodside	4
Timber River	4
Johnston Point	4
Westcock	2
Upper Sackville	2
Shediac	2
Midgic	2
Cherry Burton	2
Frosty Hollow	1
Calhoun	1

Map of Infractions/Carte d'infractions



Motor Vehicle Act Violation Types Types d'infraction de la Loi sur les véhicules à moteur

Speeding/Vitesse	161
Equipment, Inspection and Registration/Équipement, inspection et en...	146
Miscellaneous Rules/Règles diverses*	23
Licence/Permis	20
Traffic Rules/Règles de circulation	16
Novice Drivers/Conducteurs-débutants	6
Distracted Driving/Distracted au volant	1

Includes adult infractions (tickets, warnings, defects) issued under the Motor Vehicle Act via the Police Access Tool (PAT) Ticketing system. A *defect* is defined as a notice issued by a police officer providing the opportunity for the driver to rectify the violation. *Miscellaneous Rules* include pedestrian related offences, parking offences, bicycle related offences, etc. *Traffic Rules* include fail to stop, signals, rules of the road, etc.

Inclut les infractions (contraventions, avertissements, défaut) pour adultes émises selon la Loi sur les véhicules à moteur à partir du système de contraventions de l'Outil d'accès pour la police (OAP). Un *défait* est un avis émis par un policier donnant l'opportunité au conducteur ou la conductrice de rectifier l'infraction. Les *règles diverses* incluent les infractions reliées aux piétons, les règles de stationnements, les infractions reliées aux bicyclettes, etc. Les *règles de circulation* incluent défaut de s'immobiliser, signaux, règles de la route, etc.

School Patrols / Patrouilles scolaires

Region/Région
07

Month/Mois
All

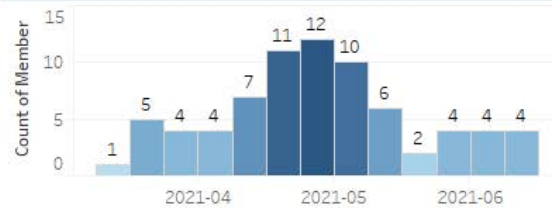
Policing Activity/Activité policière
Traffic - school patrol / Sécurité routière - patrouille scolaire



Number of members
who conducted schools patrols per month
Nombre de policiers par mois qui ont effectué des
patrouilles scolaires

2021-04	13
2021-05	26
2021-06	12

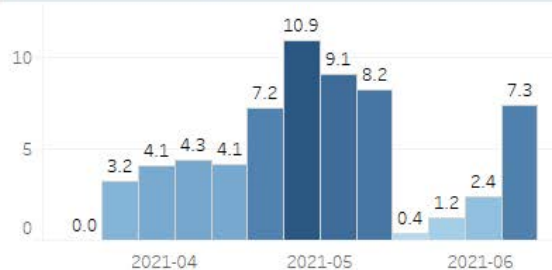
Number of Members
who conducted school patrols per week
Nombre de policiers par semaine qui ont effectué
des patrouilles scolaires



Time spent (in hours) on school patrols
Temps consacré aux patrouilles scolaires
(en heures)

2021-04	15.7
2021-05	35.4
2021-06	11.3

Time spent on school patrols per week (in hours)
Temps consacré aux patrouille scolaires par
semaine (en heures)



Additional Information / Information additionnelle

Did you know?

Indigenous policing and reconciliation

Indigenous Community Engagement Strategy 2020-2021

The J Division Indigenous Community Engagement Strategy is an evergreen 'living document' aligned to adapt and evolve with each of our communities while respecting individual community beliefs and values, RCMP National Reconciliation Working Group mandate and the fundamental core values of the RCMP.

To access the Indigenous Community Engagement Strategy, please consult the following link: <https://www.rcmp-grc.gc.ca/en/nb/publications/indigenous-community-engagement-strategy-2020-2021>



Saviez-vous que ?

Services de police autochtones et réconciliation

Stratégie de mobilisation des communautés autochtones 2020-2021

La Stratégie de mobilisation des communautés autochtones de la Division J est un document qui évolue en permanence et conçu de manière à s'adapter et à s'améliorer selon chaque communauté tout en respectant les croyances et les valeurs de chacun, le mandat du Groupe national de travail sur la réconciliation de la GRC et les valeurs fondamentales de la GRC.

Pour accéder à la Stratégie de mobilisation des communautés autochtones, veuillez consulter le lien suivant : <https://www.rcmp-grc.gc.ca/fr/nb/publications/strategie-mobilisation-des-communautes-autochtones-2020-2021>

Definitions / Définitions

Occurrence Type Definitions

Agency defined activities - Intelligence / information files, assistance files, administrative police functions, 911 calls, false alarms and other activities related to both federal and provincial statutes, etc.

Crimes against persons - Assault, criminal harassment/intimidation, uttering threats, sexual interference / exploitation / luring over the internet for sexual purpose on minors, etc.

Drug Offences - Trafficking, production, possession, etc.

Other Criminal Code Offences - Peace disturbance, failure to comply probation order, offensive weapons, counterfeit money, public mischief, defamatory libel, etc.

Other Federal Statute Offences - Offences under the customs and excise act, youth criminal justice act, explosive act, corrections & conditional release act (including parole violations), etc.

Property Crime - Mischief, break and enter, theft \$5,000 and under, theft over \$5,000, theft of motor vehicle, arson, possession of property obtained by crime, fraud, etc.

Provincial Statute Offences - Offences under the liquor act, off-road vehicle act, provincial/territorial wildlife act, trespassing Act, etc.

Traffic Offences - Traffic collisions, checkstop, impaired operation related offences, speeding violations, driving while disqualified or license suspension, failure to stop or remain at accident scene, etc.

Définitions des types d'incidents

Activités définies par la GRC - Renseignements, dossiers de renseignements (non liés aux infractions), dossiers d'assistance, police administrative, appels 911, fausses alarmes, autres activités liées aux lois fédérales et provinciales, etc.

Crimes contre les personnes - Agressions, intimidation/harcèlement criminel, menaces, contacts sexuels, exploitation sexuelle, leurrer d'enfants par Internet à des fins sexuelles (mineurs), etc.

Infractions en matière de drogue - Trafic, production, possession (de drogue), etc.

Autres infractions au Code criminel - Trouble de la paix, défaut de se conformer à une ordonnance de probation, armes offensives, monnaie de contrefaçon, méfaits publics, libelle diffamatoire, etc.

Autres infractions aux lois fédérales - Infractions à la *Loi sur les douanes et l'accise*, la *Loi sur le système de justice pénale pour les adolescents*, la *Loi sur les explosifs*, la *Loi sur le système correctionnel et la mise en liberté sous condition* (y compris les manquements aux conditions de la libération conditionnelle), etc.

Crimes contre les biens - Méfaits, introductions par effraction, vols de moins de 5 000 \$, vols de plus de 5 000 \$, vols de véhicules à moteur, incendies criminels, possession de biens obtenus criminellement, fraudes, etc.

Infractions aux lois provinciales - Infractions à la *Loi sur la réglementation des alcools*, la *Loi sur les véhicules tout terrain*, la *Loi sur le poisson et la faune*, la *Loi sur les actes d'intrusion*, etc.

Infractions au Code de la route - Collisions, vérifications routières, conduite avec les facultés affaiblies, excès de vitesse, permis faisant l'objet d'une suspension, conduite pendant une interdiction, défaut d'arrêter ou de rester sur les lieux, etc.

Clearance Type Definitions

Cleared - includes cleared by charge/charge recommended/declined by Crown and cleared otherwise.

Not Cleared - includes open/still under investigation, insufficient evidence to proceed and victim declined to proceed.

Unfounded - the police investigation revealed that the offence reported did not occur, nor was it attempted.

Définitions des catégories de classement

Classée - inclut classement par mise en accusation/accusation recommandée/la Couronne refuse de porter toute accusation et classée sans mise en accusation.

Non classée - inclut dossier ouvert/en cours d'enquête, preuve insuffisante pour procéder à une mise en accusation et la victime refuse de collaborer.

Non fondée - l'enquête policière révèle que l'infraction signalée ne s'est pas produite et qu'il n'y a pas eu tentative de commettre l'infraction.

Fiscal Year Range / Période d'année fiscale

FY 2020: April 1st, 2019 to March 31st, 2020

AF 2020: 1^{er} avril 2019 au 31 mars 2020

FY 2021: April 1st, 2020 to March 31st, 2021

AF 2021: 1^{er} avril 2020 au 31 mars 2021

FY 2022: April 1st, 2021 to March 31st, 2022

AF 2022: 1^{er} avril 2021 au 31 mars 2022

Quarterly Period / Période trimestrielle

Q1: April 1st to June 30th

T1: 1^{er} avril au 30 juin

Q2: July 1st to September 30th

T2: 1^{er} juillet au 30 septembre

Q3: October 1st to December 31st

T3: 1^{er} octobre au 31 décembre

Q4: January 1st to March 31st

T4: 1^{er} janvier au 31 mars

Work Type Definitions

Work in RCMP Jurisdiction: Calls for service, specialized policing work from Provincial and Federal Units such as tactical traffic enforcement, homicide investigations, drug trafficking investigation, etc.

District Policing Assistance or Work in Other Police Force Jurisdiction: Service of document at the request of the Court, wellbeing checks, checkstops, traffic infractions, etc.

Specialized Policing Assistance or Work in Other Police Force Jurisdiction: Forensic or police dog services assistance, internet child exploitation investigation, VIP security, intelligence or information file, etc.

Définitions du type de travail

Travail sur le territoire de la GRC : appels de service, travail des unités spécialisées provinciales et fédérales telles que le Groupe tactique de la sécurité routière, les enquêtes d'homicides, les enquêtes de trafic de drogue, etc.

Assistance ou travail des services de police de District dans le territoire d'une police municipale : service de document à la demande de la Cour, vérifications du bien-être, vérifications routières, contraventions au code de la route, etc.

Assistance ou travail des services de police spécialisés dans le territoire d'une police municipale : assistance du Service de chiens policiers ou du Service d'identité judiciaire, enquête sur l'exploitation

des enfants sur l'internet, sécurité des personnes de marques (PDM), dossier de renseignements ou d'information, etc.

Contact Information / Personnes-ressources

Sergeant in charge of Operations Sergent en charge des opérations

Sgt. Paul Gagne, Sgt.
(506) 364-5180
paul.gagne@rcmp-grc.gc.ca

District operations Staff Sergeant – RSC 6 & 7 Sergent d'état-major des opérations du District – CSR 6 & 7

S/Sgt. Jeff Johnston, Sgt. d'état-major
jpjohnstonj@rcmp-grc.gc.ca

Community Program Officer Agent de programmes communautaires

Lise Babineau
(506) 364-5107
lise.babineau@rcmp-grc.gc.ca

Planning Analyst – Southeast District Analyste de la planification – District du Sud-Est

Lisette Robichaud
(506) 851-6434
lisette.robichaud@rcmp-grc.gc.ca

Billing Information Information sur la facturation

Mylène Chiasson
Senior Financial Management Advisor
Conseillère principale en gestion financière
(506) 452-3403
mylene.chiasson@rcmp-grc.gc.ca



COUNCIL REPORT

Subject Area: Policy/By-Law

Meeting Date: August 9, 2021

Councillors: Bruce Phinney

Attachments:

- 1) By-Law No. 262B, A By-Law to Amend By-Law No. 262 Street Traffic By-Law
-

Background:

The Policy/By-Law Liaison Group met on July 14, 2021.

Highlights and Initiatives:

- By-Law No. 262B, A By-Law to amend By-Law No. 262 Street Traffic By-Law has been drafted, considering concerns of Council, the research report of the LAC Group, information provided by our Insurance provider as well as our Solicitor. A motion to consider 1st reading will be brought forward at the August 9, 2021 Regular Council Meeting.
- By-Law No. 279, A By-Law Relating to the Procedure and Organization of Council is being amended with the first draft presented to Council on August 3, 2021.
- During the month of July, the Clerk's office continues to update and monitor the Town's Operational Plan and provided updates from the Province on COVID-19 as the Province's returning to Green Phase unfolded.
- The clerk's office is preparing for the next Orientation sessions which we are hoping to schedule in early fall.
- The clerk's office is working with AMANB to hold the next Municipal Training Session in public at Town Hall in Council Chambers.
- The review of current Town of Sackville By-Laws and Policies continued.

Respectfully Submitted by:
Donna Beal/Becky Goodwin
Clerk's Office

BY-LAW NO. 262B
A BY-LAW TO AMEND BY-LAW NO. 262 A BY-LAW TO REGULATE STREET
TRAFFIC

The Mayor and Council of the Town of Sackville enacts as follows:

Section 6 of By-Law No. 262 – A By-Law to Regulate Street Traffic is amended to read as follows:

1 NON-VEHICULAR TRAFFIC

- 6.1 No person shall ride or operate roller blades, skateboards or bicycles on any sidewalks within the Town of Sackville.
- 6.2 No person shall ride or operated a bicycle or a skateboard on any street within the Town of Sackville unless the person is at all times wearing a helmet which conforms to the current standards established by Regulation under the *Motor Vehicle Act* (New Brunswick) with the chinstrap securely fastened under the person's chin.
- 6.3 No parent or guardian of a person who is under sixteen (16) years of age shall authorize or knowingly permit that person to ride on or operate a bicycle or a skateboard on any street within the Town of Sackville unless the person is wearing a helmet in accordance with Section 6.2
- 6.4 Every person who is riding or operating a bicycle or a skateboard shall at all times:
- (a) exercise due care and attention to their safety and the safety of others; and
 - (b) travel in a manner and at a speed appropriate to the surface being travelled upon.
- 6.5 No person shall ride or operate a bicycle or a skateboard in such a manner so as to cause any damage to public or private property.
- 6.6 Any person riding or operating a skateboard shall:
- (a) at all times between dusk and dawn wear reflective materials that are clearly visible from both the front and back of the person;
 - (b) travel in a straight line as close as is practicable to the right-hand side of the street; and
 - (c) at all times yield the right-of-way to pedestrians and cyclists.
- 6.7 While riding or operating a skateboard on any street within the Town of Sackville no person shall:
- (a) vault from a ramp or other object;

- (b) use any object to move over, under, on, in or around with a skateboard for a recreational purpose;
- (c) dismount from a skateboard in an unsafe manner;
- (d) ride or operate the skateboard in such a manner as to permit it or cause it to leave the ground;
- (e) move erratically from side-to-side;
- (f) race; or
- (g) slide their skateboard.

This By-Law comes into force on the date of final passing thereof.

Read the first time this _____ day of _____, 2021.

Read a second time this _____ day of _____, 2021.

Read a third time and done and passed Council this _____ day of _____, 2021.

Mayor

Clerk

COUNCIL REPORT

Subject Area: Human Resources

Meeting Date: August 9, 2021

Councillors: Mayor Shawn Mesheau and
Councillor Sabine Dietz

Attachments:

N/A

Background:

The Human Resources Liaison Group met on August 4, 2021.

Highlights and Initiatives:

- As of the end of July 2021, there were 36 permanent employees, and 30 summer students.
- We congratulate Employee Andy Phinney on accepting the position of Utility Worker with the Public Works Department following the promotion of Brian Dobson to Utility Foreman.
- We are pleased to welcome Joseph Tower to the position of Engineering Technologist with the Engineering and Public Works Department. Mr. Tower joined us on Tuesday, August 3, 2021.
- Interviews for the position of Secretary – Front Desk Town Hall were held on August 3 and 4, 2021. The selection committee are expected to have a successful candidate in place by the end of August.
- Summer students are in full swing in various departments throughout the Town and we are pleased to have them on board to assist us in their various capacities.
- The Workplace Assessment report for the Sackville Fire Department is now complete. We are currently working with Montana Consulting to schedule a date for the Consultants to present the findings of the report to Council and the Members of the Fire Department.

Respectfully Submitted by:
Jamie Burke, CAO

COUNCIL REPORT

Subject Area: Corporate Affairs and Strategic Development

Meeting Date: August 9, 2021

Councillors: Shawn Mesheau, Mike Tower

Attachments:

N/A

Background:

The Corporate Affairs and Strategic Development Liaison Group met on July 21, 2021.

Highlights and Initiatives:

- Most groups have postponed their monthly meetings during the summer months, however staff did attend meetings for the Southeast Economic Recovery Task Force and the Mayor's Roundtable on Climate Change.
- Staff participated in several online sessions including an information workshop on the "*Green and Inclusive Community Buildings*" fund and a "*Preliminary Natural Assets Inventory*" webinar.
- The Department of Environment and Local Government released a Green Paper in the spring on Local Governance Reform. Staff prepared a response, and a Special Council meeting was held on July 20 to review with Council. Staff prepared a revised letter based on feedback from Council at the meeting and submitted a formal response on July 21.
- The Mayor's Roundtable on Climate Change continues to be active. The job search for a climate change coordinator in partnership with EOS has begun with the intent to have someone in place by September. A date of September 15 has been set for climate change training for the new Council. This will be facilitated by a subcommittee of the Roundtable with a specific focus on municipal operations. And finally, as presented at the Special Council meeting on August 3rd, the Roundtable is requesting that the Town complete a natural assets inventory with Municipal Natural Assets Inventory (MNAI). A motion will follow.
- Preliminary work has begun on the framework for a Mayor's Roundtable on Economic Development. This was a recommendation out of the 2019 Business Development Strategy and staff are currently working on a draft mandate for the group.
- Mount Allison University will be hosting their 2021 Welcome Centre at the Wallace McCain Student Centre on September 3rd. As presented at the Special Meeting, they are requesting a street closure on York Street between Lansdowne and Salem Streets from 8am to 8pm to accommodate students and parents. A motion will follow.

- The Town is switching to a new emergency alert system called Voyent Alert. Voyent Alert is an innovative and user-friendly platform designed to inform registrants of emergency events. Staff from Fire, Corporate Projects, Recreation Programs & Events, Tourism & Business Development and the CAO's office completed basic and advanced training on the system in July. A rollout of the new platform is planned for the fall.
- Staff discussed the Age-Friendly Advisory Committee at the liaison meeting. The Covid-19 pandemic limited the Committee's actions over the past year and a half, and with restrictions lifting the liaison councilor and Mayor are looking to make it active again. Staff would look to Council for further direction on next steps at a future Special Council meeting.

Respectfully Submitted by:

Kieran Miller, Senior Manager of Corporate Projects