



**COMMITTEE OF THE WHOLE OF
MONDAY, NOVEMBER 24, 2025 – 3:00 P.M.
COUNCIL CHAMBERS, MUNICIPAL OFFICE
31C MAIN STREET, SACKVILLE NB**

In attendance were Mayor Andrew Black, Deputy Mayor Matt Estabrooks and Councillors Allison Butcher, Josh Goguen, Barry Hicks, Greg Martin, Michael Tower and Debbie Wiggins-Colwell. Also in attendance were Director of Financial Services Michael Beal, Director of Community & Corporate Services Jeff Taylor, Assistant Clerk Becky Goodwin, Manager of Active Living & Culture Jamie Ferguson, Manager of Compliance, Risk and Safety Kathleen Carroll, Manager of Tourism & Business Development Ron Kelly Spurles, Superintendent of Public Works Michelle Sherwood, Sackville Fire Chief Craig Bowser and Plan360 Planning Manager Lori Bickford.

Also, in attendance was one (1) member of the Public.

1. CALL THE MEETING TO ORDER

Mayor Andrew Black called the meeting to order.

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

1.1. APPROVAL OF AGENDA

MOVED BY COUNCILLOR GREG MARTIN AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL APPROVE THE AGENDA OF THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 24, 2025, AS CIRCULATED. MOTION CARRIED.

1.2. CONFLICT OF INTEREST DECLARATION

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

2. INFORMATION ITEMS

2.1. PUBLIC PRESENTATION – SACKVILLE MUNICIPAL PLAN AMENDMENT TO MODIFY THE BOUNDARY OF THE DOWNTOWN BUSINESS DISTRICT – L. BICKFORD

Plan360 Planning Manager Lori Bickford held the Public Presentation for the proposed amendment to the Sackville Municipal Plan. A copy of the report can be found on page 3 of the Committee of the Whole package.

2.2. UMNB HARASSMENT AND INTIMIDATION SYMPOSIUM REPORT – MAYOR & COUNCIL

Mayor Andrew Black, Deputy Mayor Matt Estabrooks and Councillor Allison Butcher reported back on attending to UMNB Harassment and Intimidation Symposium November 14-15, 2025.

2.3. SACKVILLE FARMERS MARKET UPDATE – J. FERGUSON

Manager of Active Living & Culture Jamie Ferguson provided an update to Council on the Sackville Farmers Market. A copy of the report can be found on page 5 of the Committee of the Whole [package](#).

2.4. TANTRAMAR VETERANS MEMORIAL CIVIC CENTRE NET ZERO PLAN – J. FERGUSON

Manager of Active Living & Culture Jamie Ferguson provided an update to Council on the TVMCC Net Zero Plan. A copy of the report can be found on page 7 of the Committee of the Whole [package](#).

3. COUNCIL DIRECTION REQUEST

3.1. EOS ECO-ENERGY EXPENSES: CREATION OF CLIMATE ADAPTATION PLAN – R. KELLY SPURLES

A copy of the report can be found on page 10 of the Committee of the Whole [package](#).

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR GREG MARTIN THAT COUNCIL DIRECT CDR-2025-094 – EOS ECO-ENERGY EXPENSES: CREATION OF CLIMATE ADAPTATION PLAN BE SENT TO CONSENT AGENDA OF THE REGULAR COUNCIL MEETING OF DECEMBER 9, 2025. MOTION CARRIED.

3.2. CLIMATE CHANGE ADVISORY COMMITTEE MEMBERSHIP RECOMMENDATIONS – R. KELLY SPURLES

A copy of the report can be found on page 13 of the Committee of the Whole [package](#).

MOVED BY COUNCILLOR DEBBIE WIGGINS-COLWELL AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL DIRECT CDR-2025-095 – CLIMATE CHANGE ADVISORY COMMITTEE MEMBERSHIP RECOMMENDATIONS BE SENT TO CONSENT AGENDA OF THE REGULAR COUNCIL MEETING OF DECEMBER 9, 2025. MOTION CARRIED.

3.3. LICENSE OF OCCUPATION: RAIL TRAIL – J. FERGUSON

A copy of the report can be found on page 17 of the Committee of the Whole [package](#).

MOVED BY DEPUTY MAYOR MATT ESTABROOKS AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL DIRECT CDR-2025-089 – LICENSE OF OCCUPATION: RAIL TRAIL BE SENT TO CONSENT AGENDA OF THE REGULAR COUNCIL MEETING OF DECEMBER 9, 2025. MOTION CARRIED.

3.4. 2026 WINTERFEST – J. FERGUSON

A copy of the report can be found on page 20 of the Committee of the Whole [package](#).

MOVED BY COUNCILLOR JOSH GOGUEN AND SECONDED BY COUNCILLOR GREG MARTIN THAT COUNCIL DIRECT CDR-2025-096 – 2026 WINTERFEST BE SENT TO CONSENT AGENDA OF THE REGULAR COUNCIL MEETING OF DECEMBER 9, 2025. MOTION CARRIED.

4. DEPARTMENTAL REPORTS

Departmental reports can be found on pages 22-46 of the November 2025 Committee of the Whole package.

- 4.1. Active Living and Culture – J. Ferguson
- 4.2. Community and Corporate Services – J. Taylor
- 4.3. Engineering and Public Works – M. Sherwood
- 4.4. Protective Services – Chief Craig Bowser, A/Sgt. Andy Paynter
- 4.5. Financial Services – M. Beal
- 4.6. Administration
 - a) Legislative Services – B. Goodwin
 - b) Chief Administrative Officer
 - c) Southeast Regional Service Commission – Plan360 Development Activity Report
- 4.7. Mayor's Report – A. Black

5. QUESTION PERIOD

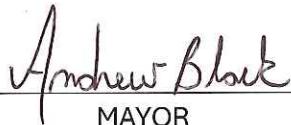
Bruce Wark asked how many members are currently on Sackville Fire & Rescue compared to the full compliment number. Sackville Fire Chief Craig Bowser responded that there are currently 35 members and full compliment would be 43.

Bruce Wark asked why the Climate Change Action Committee meetings were not advertised on the municipal website. Mayor Andrew Black responded that Staff will get back to Mr. Wark on the question.

Bruce Wark asked if at the Harassment and Intimidation Symposium if there were any discussion on the need for more public engagement. Mayor Andrew Black responded that it was not discussed at the Symposium.

6. ADJOURNMENT

MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL ADJOURN THE COMMITTEE OF THE WHOLE MEETING OF NOVEMBER 24, 2025. MOTION CARRIED.



Andrew Black

Committee of the Whole
November 24, 2025



Barry Hicks

ASSISTANT CLERK

Approved: December 9, 2025