



**REGULAR COUNCIL MEETING OF  
WEDNESDAY, NOVEMBER 12, 2025 7:00 P.M.  
COUNCIL CHAMBERS, MUNICIPAL OFFICE  
31C MAIN STREET, SACKVILLE NB**

In attendance were Mayor Andrew Black and Councillors Allison Butcher, Josh Goguen, Barry Hicks, Greg Martin, Bruce Phinney, Michael Tower and Debbie Wiggins-Colwell. Also in attendance were Chief Administrative Officer Jennifer Borne, Director of Financial Services Michael Beal, Director of Community & Corporate Services Jeff Taylor, Director of Active Living & Culture Matt Pryde, Communications Officer Jeremy McLaughlin, Superintendent of Public Works Michelle Sherwood, Assistant Treasurer Elizabeth Hartling, Sackville Fire Chief Craig Bowser and Dorchester Fire Chief Greg Partridge.

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

**1. CALL 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**

#25-145 MOVED BY COUNCILLOR GREG MARTIN AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL APPROVE THE AGENDA OF THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2025, AS CIRCULATED. MOTION CARRIED.

**1.2. CONFLICT OF INTEREST**

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

**2. PUBLIC AND ADMINISTRATIVE PRESENTATIONS**

Mayor Andrew Black called for presentations from the public. There were none.

**3. ADOPTION OF MINUTES**

#25-146 MOVED BY COUNCILLOR DEBBIE WIGGINS-COLWELL AND SECONDED BY COUNCILLOR BARRY HICKS THAT COUNCIL ADOPT THE MINUTES OF THE REGULAR COUNCIL MEETING OF OCTOBER 14, 2025, AS CIRCULATED. MOTION CARRIED.

#25-147 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR GREG MARTIN THAT COUNCIL ADOPT THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF OCTOBER 27, 2025. MOTION CARRIED

#25-148 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF OCTOBER 28, 2025. MOTION CARRIED.

#25-149 MOVED BY COUNCILLOR BARRY HICKS AND SECONDED BY COUNCILLOR DEBBIE WIGGINS-COLWELL THAT COUNCIL ADOPT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL OF NOVEMBER 3, 2025. MOTION CARRIED.

#### 4. CONSENT AGENDA

#25-150 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR ALLISON BUTCHER THAT COUNCIL APPROVE THE CONSENT AGENDA OF NOVEMBER 12, 2025. MOTION CARRIED.

##### RFD 2025-083 – BUNKER GEAR REPLACEMENT – SACKVILLE FIRE & RESCUE

*That Council approve the purchase of five (5) sets of Bunker Gear from Safety Source Fire in the amount of \$33,049.68 HST Included.*

##### RFD 2025-084 – FIREFIGHTING NOZZLE – SACKVILLE FIRE & RESCUE

*That Council approve the purchase of ten (10) firefighting nozzles from Safety Source Fire in the amount of \$22,241.00 HST Included.*

##### RFD 2025-085 – EXTRICATION TOOL – POINT DE BUTE FIRE DEPARTMENT

*That Council approve the purchase of one (1) extrication tool from Safety Source Fire in the amount of \$25,501.25 HST Included.*

##### RFD 2025-086 – FCM GROWING CANADA'S COMMUNITY CANOPIES GRANT

*That Council approve the Letter of Support and Financial Contribution for Tantramar in support of the application to the FCM – Growing Canada's Community Canopies Grant.*

##### RFD 2025-087 – POLICY 2025-20 MEMORIALS AND DONATIONS

*That Council approve Policy 2025-20 Memorials and Donations.*

##### RFD 2025-088 – LANDING ROAD LEASE AGREEMENT WITH SACKVILLE ROD & GUN CLUB

*That Council authorize the Mayor and Clerk to sign and seal a 5-year lease agreement between Tantramar and the Sackville Rod and Gun Club for the use of municipal land located at 32 Landing Road, Sackville, for a term commencing on November 12, 2025, and ending on December 31, 2030.*



RFD 2025-091 – POLICY 2025-21 PURCHASE AND USE OF BOTTLED WATER

*That Council approve Policy 2025-21 Purchase and Use of Bottled Water.*

RFD 2025-092 – POLICY 2025-22 REDUCING PLASTIC WASTE AT MUNICIPAL MEETINGS & EVENTS

*That Council approve Policy 2025-22 Reducing Plastic Waste Associated with Municipal Meetings and Events.*

5. REPORTS FROM ADMINISTRATION

5.1. SACKVILLE MUNICIPAL PLAN AND ZONING BY-LAW AMENDMENT TO MODIFY THE BOUNDARY OF THE DOWNTOWN BUSINESS DISTRICT

A copy of the report can be found on page 34 of the Regular Council Meeting [package](#).

#25-151 MOVED BY COUNCILLOR ALLISON BUTCHER AND SECONDED BY COUNCILLOR MICHAEL TOWER THAT WHEREAS COUNCIL HAS CONSIDERED AN APPLICATION FROM SEAN DOUCET TO AMEND BY-LAW NO 243, THE TOWN OF SACKVILLE MUNICIPAL PLAN BY MODIFYING THE DOWNTOWN BUSINESS DISTRICT BOUNDARY ON WELLINGTON STREET ON THE FUTURE LAND USE MAP;

AND WHEREAS COUNCIL HAS AGREED TO CONSIDER AMENDING BY-LAW NO 244, THE TOWN OF SACKVILLE ZONING BY-LAW BY MODIFYING THE DOWNTOWN BUSINESS DISTRICT BOUNDARY ON WELLINGTON STREET ON THE ZONING MAP;

BE IT RESOLVED THAT THE COUNCIL OF TANTRAMAR DIRECTS THAT THE APPROPRIATE BY-LAWS BE PREPARED TO AMEND THE MUNICIPAL PLAN AND ZONING BY-LAW AS IT PERTAINS TO THE ABOVE NOTED CHANGES; THAT THE PROPOSED BY-LAWS BE REFERRED TO THE SOUTHEAST PLANNING REVIEW AND ADJUSTMENT COMMITTEE FOR THEIR VIEWS ON OR BEFORE THEIR DECEMBER MEETING; THAT THE NOTICE OF INTENTION REQUIREMENTS OF THE COMMUNITY PLANNING ACT BE FULFILLED WITH RESPECT TO THE PROPOSED AMENDMENTS, AND SETS THE COMMITTEE OF THE WHOLE MEETING ON NOVEMBER 24, 2025 AT 3:00 PM, IN THE COUNCIL CHAMBERS AT THE MUNICIPAL OFFICE, 31 MAIN STREET, 2<sup>ND</sup> FLOOR, SACKVILLE NB AS THE DATE, TIME AND PLACE FOR THE PUBLIC PRESENTATION OF COUNCIL'S INTENT TO AMEND THE MUNICIPAL PLAN AND SETS THE COMMITTEE OF THE WHOLE MEETING ON JANUARY 26, 2026 AT 3:00 PM, IN THE COUNCIL CHAMBERS AT THE MUNICIPAL OFFICE, 31 MAIN STREET, 2<sup>ND</sup> FLOOR, SACKVILLE NB AS THE DATE, TIME AND PLACE FOR THE PUBLIC HEARING OF CONSIDERATION OF OBJECTIONS TO THE PROPOSED BY-LAWS. MOTION CARRIED.

5.2. ASSISTANT CLERK APPOINTMENT EXTENSION

A copy of the report can be found on page 38 of the Regular Council Meeting [package](#).

#25-152 MOVED BY COUNCILLOR BARRY HICKS AND SECONDED BY COUNCILLOR JOSH GOGUEN THAT COUNCIL APPOINT ELIZABETH HARTLING AS ASSISTANT CLERK OF THE MUNICIPALITY OF TANTRAMAR IN ACCORDANCE WITH SECTION 71 OF THE LOCAL GOVERNANCE ACT FOR A TEMPORARY TERM ENDING ON JANUARY 30, 2026. MOTION CARRIED.

5.3. TEMPORARY ROAD CLOSURE – DUFFERIN STREET, SACKVILLE – M. PRYDE

A copy of the report can be found on page 40 of the Regular Council Meeting [package](#).

#25-153 MOVED BY COUNCILLOR BRUCE PHINNEY AND SECONDED BY COUNCILLOR GREG MARTIN THAT COUNCIL GRANT THE TEMPORARY STREET CLOSURE OF DUFFERIN STREET, SACKVILLE FROM 5:00 P.M. TO 7:00 P.M. ON FRIDAY, DECEMBER 5, 2025 WITH A POOR WEATHER DATE OF SATURDAY, DECEMBER 6, 2025 TO ACCOMMODATE THE FIREWORKS DISPLAY. MOTION CARRIED.

5.4. LICENSE OF OCCUPATION RAIL TRAIL – M. PRYDE

A copy of the report can be found on page 42 of the Regular Council Meeting [package](#). This item will be brought forward at the Committee of the Whole meeting of November 24, 2025.

5.5. RFD 2025-082 – TRUNK MOBILE RADIO PURCHASE – SACKVILLE FIRE & RESCUE

A copy of the report can be found on page 15 of the Regular Council Meeting [package](#). This item will be brought forward at a future meeting of Council.

6. MAYOR & COUNCILLOR STATEMENTS & INQUIRIES

Councillor Bruce Phinney congratulated Mark Hicks on being the recipient of the Governor General of Canada's Emergency Medical Services Exemplary Service Medal – First Bar.

Councillor Barry Hicks requested clarification on the procedures involved in lease and rental agreements. Chief Administrative Officer Jennifer Borne responded.

Councillor Michael Tower extended congratulations to Sackville Legion Branch #26 for hosting a well-attended Remembrance Day ceremony.

Councillor Debbie Wiggins-Colwell expressed gratitude to the Shepody IODE for their role in organizing the Dorchester Remembrance Day ceremony.

Councillor Debbie Wiggins-Colwell reported that the Dorchester clock is experiencing another malfunction.

Councillor Debbie Wiggins-Colwell requested an update on the former municipal office in Dorchester. Chief Administrative Officer Jennifer Borne responded that multiple municipal buildings will be undergoing a needs assessment, and Staff will report back to Council.



Councillor Bruce Phinney and Councillor Michael Tower asked for clarification on the Notice of Motion process. Mayor Andrew Black and Chief Administrative Officer Jennifer Borne responded.

Councillor Josh Goguen requested an update regarding the potential installation of lighting in school zone areas. Mayor Andrew Black will maintain communication with the Department of Transportation and Infrastructure on the matter.

Councillor Barry Hicks requested an update on the decorative lighting at the Mallard Drive intersection in Sackville. Superintendent of Public Works Michelle Sherwood indicated that development agreements are currently under review with the property owners.

Councillor Debbie Wiggins-Colwell asked for an update on the comprehensive pedestrian safety study motion that was brought forward on October 14, 2025, but there was no update from staff at this time.

Councillor Bruce Phinney inquired about the number of speed signs owned by Tantramar and whether they could be deployed in school zones. In response, Superintendent of Public Works Michelle Sherwood stated that Tantramar possesses two speed signs, but they are intended for temporary use only.

Mayor Andrew Black echoed earlier remarks about the well-organized and well-attended Remembrance Day services held across Tantramar. He also expressed his gratitude to the Sackville Legion for hosting the Veterans and First Responders dinner, which he had the opportunity to attend.

Mayor Andrew Black congratulated the Salisbury Fire Department on the official grand opening of their new fire hall.

Councillor Michael Tower suggested that Tantramar might consider collaborating with the Sackville Legion for future municipal events.

## 7. NOTICE OF MOTION

Mayor Andrew Black called for any notice of motion. There were none.

## 8. ADJOURNMENT

#25-154 MOVED BY COUNCILLOR MICHAEL TOWER AND SECONDED BY COUNCILLOR BRUCE PHINNEY THAT COUNCIL ADJOURN THE REGULAR COUNCIL MEETING OF NOVEMBER 12, 2025. MOTION CARRIED.

  
MAYOR  
ASSISTANT TREASURER/ASSISTANT CLERK