

Town of Sussex

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Minutes of Meeting of Council held this

19th day of March, 2012

A.D.,

The Town Council of the Town of Sussex met in regular session, by appointment of the Mayor of the said Town, in the Council Chambers of the said Town on Monday the 19th day of March, 2012, at 7:00 o'clock in the evening.

The following members of the Council were present: Deputy Mayor Thorne, Councillors Black, Bradley, Wilson, Wright, and Campbell. His Worship Mayor Carr and Councillor Fulton were absent. Also present at this meeting were the Chief Administrative Officer, Scott Hatcher and the Town Clerk/Treasurer, Paul Maguire.

It was moved by Councillor Wright, seconded by Councillor Black, that the agenda for this regular Town Council meeting be approved. Motion carried.

No members present declared a conflict of interest on any items on the agenda at this time.

It was moved by Councillor Bradley, seconded by Councillor Black, that the minutes of the regular meeting of the Town Council of the Town of Sussex held on February 20, 2012, be approved as circulated. Motion carried.

It was moved by Councillor Bradley, seconded by Councillor Black, that the minutes of the special meeting of the Town Council of the Town of Sussex held on February 20, 2012, be approved as circulated. Motion carried.

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It was moved by Councillor Black, seconded by Councillor Wright, that the minutes of the special meeting of the Town Council of the Town of Sussex held on March 12, 2012, be approved as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Black, that John Allaby be engaged in the position of Labourer with the Town of Sussex effective March 20, 2012, subject to the Town's Collective Agreement inclusive of a probationary period as outlined under the agreement. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Black, that Council approve a one year extension of employment for Peter Blakeney, as per his request, until August 1, 2013, as outlined in the Town of Sussex Non-Union Personnel Fringe Benefit Policy, Policy # P-1, Section VII, Retirement Policy. Motion carried.

A letter was received from the Honourable Rob Moore, Member of Parliament for Fundy Royal, informing Council that as part of the celebrations for Her Majesty Queen Elizabeth II's Diamond Jubilee, marking the 60th anniversary of her accession to the Throne, a new commemorative medal has been created. Mr. Moore is requesting that each municipality provide a name of a person to be nominated for this medal.

It was moved by Councillor Wright, seconded by Councillor Wilson, that the letter from the Honourable Rob Moore be forwarded to the Administration Committee. Motion carried.

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A letter was received from the Honourable Graydon Nicholas, Lieutenant Governor for the Province of New Brunswick, informing the Council that the 2012 Order of New Brunswick has begun and that he is encouraging the Town to advise the Nominating Committee of individuals who may qualify for this important honour.

It was moved by Councillor Wright, seconded by Councillor Wilson, that the letter from the Lieutenant Governor be referred to the Administration Committee. Motion carried.

A letter was received from the Canadian Cancer Society informing the Town that April is Daffodil Month and are requesting that April 27, 2012, be known as Daffodil Day in Sussex.

It was moved by Councillor Bradley, seconded by Councillor Wilson, that the letter from the Canadian Cancer Society be filed and that the information regarding April, 2012, as Daffodil Month and April 27, 2012, as Daffodil Day be posted on the Town's website. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Black, that the Fire Report for the month of February, 2012, be received as circulated. Motion carried. During the month the Fire Department responded to a total of 16 calls with eight calls originating within the Town of Sussex and eight out of Town calls.

It was moved by Councillor Wright, seconded by Councillor Wilson, that the Building Inspector's Report for the month of February, 2012, be received as circulated. Motion carried. The report indicated that during the month the Building Inspector issued two permits for

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new construction for a value of \$915,800.00 and seven permits for renovations, repairs, alterations and additions for a value of \$265,200.00.

It was moved by Councillor Wilson, seconded by Councillor Black, that the Development Officer's Report for the month of February, 2012, be received as circulated. Motion carried. The report indicated that during the month the Development Officer approved two building location surveys.

It was moved by Councillor Wilson, seconded by Councillor Bradley, that the minutes of the special Planning Advisory Committee meeting, dated February 23, 2012, be received as circulated. Motion carried.

It was moved by Councillor Black, seconded by Councillor Wilson, that the minutes of the Planning Advisory Committee meeting, dated March 14, 2012, be received as circulated. Motion carried.

Councillor Campbell noted that he will not be voting on Items # 11 A), B), C) and D) under Unfinished Business since Councillor Campbell did not attend the public presentation of the Municipal Plan By-Law Amendments, By-Law # 704-10-02 and By-Law # 704-10-03.

It was moved by Councillor Wright, seconded by Councillor Wilson, that Council have a reading in its entirety of the Municipal Plan By-Law Amendment, By-Law # 704-10-02. Motion carried. The Town Clerk then read the by-law in its entirety.

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It was moved by Councillor Wright, seconded by Councillor Wilson, that Council have third reading by title of the Municipal Plan By-Law Amendment, By-Law # 704-10-02. Motion carried. The Town Clerk then read the by-law for the third time by title and the Deputy Mayor declared the by-law duly enacted.

It was moved by Councillor Wilson, seconded by Councillor Wright, that Council have a reading in its entirety of the Zoning By-Law Amendment, By-Law # 1350-10-03. Motion carried. The Town Clerk then read the by-law in its entirety.

It was moved by Councillor Wright, seconded by Councillor Wilson, that Council have third reading by title of the Zoning By-Law Amendment, By-Law # 1350-10-03. Motion carried. The Town Clerk then read the by-law for the third time by title and the Deputy Mayor declared the by-law duly enacted.

It was moved by Councillor Wilson, seconded by Councillor Black, that Council have a reading in its entirety of the Municipal Plan By-Law Amendment, By-Law # 704-10-05. Motion carried. The Town Clerk then read the by-law in its entirety.

It was moved by Councillor Wilson, seconded by Councillor Bradley, that Council have third reading by title of the Municipal Plan By-Law Amendment, By-Law # 704-10-05. Motion carried. The Town Clerk then read the by-law for the third time by title and the Deputy Mayor declared the by-law duly enacted.

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It was moved by Councillor Wright, seconded by Councillor Wilson, that Council have a reading in its entirety of the Zoning By-Law Amendment, By-Law # 1350-10-06. Motion carried. The Town Clerk then read the by-law in its entirety.

It was moved by Councillor Wright, seconded by Councillor Campbell, that Council have third reading by title of the Zoning By-Law Amendment, By-Law # 1350-10-06. Motion carried. The Town Clerk then read the by-law for the third time by title and the Deputy Mayor declared the by-law duly enacted.

The Deputy Mayor noted that under Items I) and J) under Unfinished Business, the Municipal Plan By-Law Amendment, By-Law # 704-10-06 and the Zoning By-Law Amendment, By-Law # 1350-10-07, are scheduled for a hearing of objections at a special meeting of Council on April 12, 2012, at 6:00pm.

It was moved by Councillor Bradley, seconded by Councillor Wilson, that the report of the Human Services Committee Meeting dated March 12, 2012, be received as circulated. Motion carried.

It was moved by Councillor Black, seconded by Councillor Wilson, that the report of the Economic Development & Long Range Planning Committee Meeting dated March 13, 2012, be received as circulated. Motion carried.

It was moved by Councillor Wright, seconded by Councillor Wilson, that the report of the Works Committee Meeting dated March 13, 2012, be received as circulated. Motion carried.

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It was moved by Councillor Wright, seconded by Councillor Wilson, that Council approve that the Building Inspector attend the NBBOA Annual Training Session & Conference in Saint John, N.B., from March 27-30, 2012. Motion carried.

It was moved by Councillor Campbell, seconded by Councillor Bradley, that the report of the Protective Services Committee Meeting dated March 12, 2012, be received as circulated. Motion carried.

It was moved by Councillor Campbell, seconded by Councillor Wilson, that Council approve that Fire Chief Bill Wanamaker attend a Fire Chief's Convention in Fredericton, N.B., on May 25, 26 & 27, 2012. Motion carried.

It was moved by Councillor Campbell, seconded by Councillor Wilson, that Council approve that four (4) members of the Sussex Fire Department attend a Fire Department Information Conference being held in Wolfville, N.S., at Acadia University on June 1, 2 & 3, 2012. Motion carried.

It was moved by Councillor Campbell, seconded by Councillor Wilson, that Council approve that Deputy Chief Robert Candy and Captain Joel Wanamaker be appointed as Fire Prevention Officers for the Sussex Fire Department. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Black, that the report of the Administration Committee Meeting dated March 15, 2012, be received as circulated. Motion carried.

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It was moved by Councillor Wilson, seconded by Councillor Black, that Council accept the 2011 External Auditor's Letter of Engagement from Turnbull and Kindred CGA Professional Corporation and authorize the Mayor and Town Clerk to sign the aforesaid mentioned Letter of Engagement on behalf of the Town. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Black, that Council approve that the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Sussex debenture in the principal amount of \$988,000.00 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of Sussex agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Black, that Council accept the 2011 External Audit Report and the 2011 Financial Statements as prepared by the External Audit Firm of Turnbull and Kindred CGA Professional Corporation and that Council authorize the Mayor and Town Clerk to sign the 2011 Financial Statements on behalf of the Town. Motion carried.

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It was moved by Councillor Wilson, seconded by Councillor Black, that Council approve Policy C-29, Dangerous & Unsightly Premises & Maintenance Occupancy Standards for Residential Properties Administrative Procedure. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Campbell, that Council approve Policy C-8 Procedure & Operation of the Sussex Maintenance & Occupancy Standards Appeal Committee. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Black, that Council approve that the Administration may attend the annual New Brunswick Association of Municipal Administrators conference to be held in St. Andrews, N.B., from June 12-15, 2012. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Bradley, that Council approve that members of Council and the Administration may attend the Condominium Information Seminar offered by the Canadian Condominium Institute to be held at UNB Fredericton on March 24, 2012. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Black, that Council approve the student wage scale as follows:

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Student Wage Table						
Position	Base Wage (Min. Wage +)	Return Incentive				
		1yr	2yr	3yr	4yr	5yr
Labourer (Recreation and Works)	\$0.25	NA	\$0.25	\$0.25	\$0.50	\$0.50
Programs - Staff (Recreation)	\$0.50	NA	\$0.25	\$0.25	\$0.50	\$0.50
Programs - Supervisor (Recreation)	\$1.00	NA	\$0.25	\$0.25	\$0.50	\$0.50
VIC - Councillor	\$0.50	NA	\$0.25	\$0.25	\$0.50	\$0.50
VIC - Supervisor	\$1.00	NA	\$0.25	\$0.25	\$0.50	\$0.50
Administrative Support (Recreation)	\$1.00	NA	\$0.25	\$0.25	\$0.50	\$0.50
Engineering Assistant (Works)	\$2.00	NA	\$0.75	\$1.25	\$1.25	\$1.25

Minimum Wage Rate as of April 1st, 2012, is \$10.00

2012 Student Wage Table						
Position	Base Wage	Return Incentive				
		1yr	2yr	3yr	4yr	5yr
Labourer (Recreation and Works)	\$10.25	NA	\$10.50	\$10.75	\$11.25	\$11.75
Programs - Staff (Recreation)	\$10.50	NA	\$10.75	\$11.00	\$11.50	\$12.00
Programs - Supervisor (Recreation)	\$11.00	NA	\$11.25	\$11.50	\$12.00	\$12.50
VIC - Councillor	\$10.50	NA	\$10.75	\$11.00	\$11.50	\$12.00
VIC - Supervisor	\$11.00	NA	\$11.25	\$11.50	\$12.00	\$12.50
Administrative Support (Recreation/Town Hall)	\$11.00	NA	\$11.25	\$11.50	\$12.00	\$12.50
Engineering Assistant (Works)	\$12.00	NA	\$12.25	\$12.50	\$13.00	\$13.50

Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Bradley, that Council approve that Roberta Craft, Community Services Officer, attend a celebration banquet and forum being held by HEPAC on March 20, 2012, at the Crown Plaza in Fredericton, N.B., and that

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Roberta Craft may accept an award on behalf of the Town at this event.

Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Bradley, that Council approves that David Kincaid is appointed to the Planning Advisory Committee for a three year term expiring on December 31, 2014. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Bradley, that Council approves that Debbie Armitage is appointed to the Planning Advisory Committee for a three year term expiring on December 31, 2014. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Bradley, that Council approve, for payment, accounts for the month of February, 2012, totaling \$421,758.88. Motion carried.

Councillor Wright, on behalf of the Mayor, Council and Town staff, express their condolences to David Marriott and his family on the recent death of his mother. Councillor Wright noted that the thoughts and prayers of Council and staff are with David's family.

Councillor Wright announced to the Council that he will be seeking a third term on Council and encouraged the members of the community to get involved in the municipal elections.

Councillor Campbell noted that before the next round of Committee meetings the nominees for Council will close and Councillor Campbell encouraged members of the community also to be involved in the municipal elections.

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Councillor Bradley noted that she has received several inquiries from citizens regarding the property assessments.

Councillor Bradley noted that the assessments are set by the Province and hopefully the Province will move towards more transparency on how assessments are calculated.

The Chief Administrative Officer informed Council that the Town has received notification that the Sussex Elementary School is a top ten finalist in the Majestic Tree of Knowledge Competition. The winner of the contest will be chosen from the results of on-line voting for each of the schools and that the winner of the contest would be eligible for a prize of a construction of an outdoor classroom.

Deputy Mayor Thorne spoke to Council on the Regional Commissions that the Province has indicated will become effective January 1, 2013. The Deputy Mayor encouraged citizens to seek out information and facts on the Commissions and encourage the Province to provide clear and informative information regarding these commissions.

Deputy Mayor Thorne noted that the next regularly scheduled meeting of Council will be April 23, 2012, at 7:00pm.

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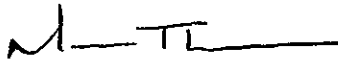
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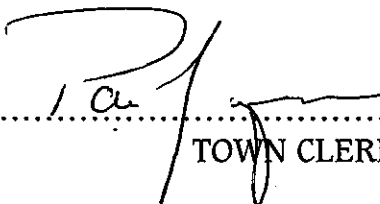
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It was moved by Councillor Bradley, seconded by Councillor Wilson, that this regular meeting of the Town Council of the Town of Sussex adjourn. Motion carried.



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DEPUTY MAYOR THORNE



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TOWN CLERK