

# Town of Sussex

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Minutes of Meeting of Council held this

18th day of February, 2013

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 18<sup>th</sup> day of February, 2013, at 7:00 o'clock in the evening.

The following members of the Council were present: His Worship Mayor Thorne, Deputy Mayor Carr, Councillors Ryan, Armitage, Wilson, Wright and Hutchings. Councillor Boyle was 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 Ryan, seconded by Councillor Armitage, 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 Armitage, seconded by Councillor Wilson, that the minutes of the regular meeting of the Town Council of the Town of Sussex held on January 21, 2013, be approved. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that the minutes of the special meeting of the Town Council of the Town of Sussex held on January 21, 2013, be approved. Motion carried.

Present at the Council meeting was Madeline Webb, she is a 16 year old and Grade 11 student at Sussex Regional High School. As well as having a full school workload, Madeline contributes to school life by

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being an active member of the Key Club, Prom Committee, Water Bottle Project and any group that needs an extra hand. She was a participant in the 2011-12 Quebec Exchange Student Program hosting a student for three months then living in Quebec for three months. Madeline is a member of the Sussex Sharing Club for 12 years. She is a founding member of the Sussex Youth Center Inc., holding a position of Youth Chair for three years.

His Worship Mayor Thorne presented Ms. Webb with the 2013 Town of Sussex Youth Citizenship Award. The Council presented her with a certificate and a \$500.00 cheque representing a bursary used for her education.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that the Fire Report for the month of January, 2013, be received as circulated. Motion carried. During the month the Fire Department responded to a total of 22 calls with 12 calls originating within the Town of Sussex and 10 out of Town calls.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that the Building Inspector's Report for the month of January, 2013, be received as circulated. Motion carried. The report indicated that during the month the Building Inspector issued 11 permits for renovations, repairs, alterations and additions for a value of \$178,000.00.

It was moved by Deputy Mayor Carr, seconded by Councillor Wright, that the Development Officer's Report for the month of January, 2013, be received as circulated. Motion carried. The report

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indicated that during the month the Development Officer approved two Building Location Surveys.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that the minutes of the Planning Advisory Committee meeting, dated February 13, 2013, be received as circulated. Motion carried.

It was moved by Councillor Wright, seconded by Councillor Wilson, that Council remove from the Table, third reading by title and enactment of A By-Law to Regulate Traffic in the Town of Sussex, By-Law # 1051-12. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council amend A By-Law to Regulate Traffic in the Town of Sussex, By-Law # 1051-12, to include a two hour parking time limit. Motion carried with Councillor Ryan and Wright voting nay.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the Town Clerk read the amendment to A By-Law to Regulate Traffic in the Town of Sussex, By-Law # 1051-12. Motion carried with Councillor Ryan and Wright voting nay. The Town Clerk then read the amendments to A By-Law to Regulate Traffic in the Town of Sussex, By-Law # 1051-12.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council have third reading by title of A By-Law to Regulate Traffic in the Town of Sussex, By-Law # 1051-12. Motion carried with Councillors Ryan and Wright voting nay. The Town Clerk then read the by-law for the third time by title and His Worship Mayor Thorne declared the by-law duly enacted.

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Councillor Hutchings and Wright did not vote on Items 11 (C), (D), (E) and (F) under Unfinished Business on the agenda, since Councillor Wright was not at the public presentation and Councillor Hutchings was not present at the hearing of objections.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council have a reading in its entirety of Municipal Plan By-Law Amendment, By-Law # 704-10-09. Motion carried. The Town Clerk then read the by-law in its entirety.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that Council have third reading by title of Municipal Plan By-Law Amendment, By-Law # 704-10-09. Motion carried. The Town Clerk then read the by-law for the third time by title and His Worship Mayor Thorne declared the by-law duly enacted.

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

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

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It was moved by Councillor Wright, seconded by Councillor Wilson, that the report of the Community Services Committee Meeting dated February 11, 2013, be received as circulated. Motion carried.

It was moved by Councillor Wright, seconded by Councillor Wilson, that Council approve the proposed Policy CS-14, Special Occasion Permits, as amended. Motion carried.

It was moved by Councillor Wright, seconded by Councillor Ryan, that Council approve the purchase of 14 two stream waste containers from Tretan Trading for a total of \$2,365.84. Motion carried.

It was moved by Councillor Wright, seconded by Councillor Wilson, that Council approve the installation of FibreOp Internet at the Sports Centre and to engage Terra Consultants to provide the necessary hardware and labour for a price not to exceed \$1,356.00. Motion carried.

It was moved Councillor Wright, seconded by Councillor Wilson, that Council approve Policy RD-17: Schedule A – Programs. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Ryan, that the report of the Economic Development & Long Range Planning Committee dated February 12, 2013, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the report of the Works Committee Meeting dated February 12, 2013, be received as circulated. Motion carried.

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It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve that the Town enter into an easement agreement with Cobalt Properties for placement of an 8 phase traffic light controller on their property at 653 Main Street for a one-time fee of \$1,500.00 with the Town taking responsibility for the required survey and legal costs and that Council authorize the Mayor and Town Clerk to sign the necessary documents. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Hutchings, that Council approve the purchase of two driver feedback signs for Church Avenue from Sojourn Group of Companies in the amount of \$14,656.89. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council approve that the Building Inspector attend the 2013 NBBOA Conference & Seminars in Fredericton from February 27<sup>th</sup> to March 1<sup>st</sup>, 2013. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Hutchings, that the report of the Protective Services Committee Meeting dated February 11, 2013, be received as circulated. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve that fifteen members of the Sussex Fire Department may take a CPR refresher course through Saint John Ambulance. Motion carried.

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It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that Council approve the following Standard Operating Guidelines:

- Standard Operating Guidelines # 3-002, Driving Fire Apparatus & Operation of Radios & Sirens;
- Standard Operating Guidelines # 3-003, Pumper Response; and
- Standard Operating Guidelines # 3-004, Pumper Operators.

Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that the report of the Administration Committee Meeting dated February 13, 2013, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council direct that an appropriate by-law be prepared for the application for rezoning on Morrow Avenue to adopt a revised Municipal Plan and Zoning By-Law, that the by-laws be referred to the Planning Advisory Committee for their views; that the public notice requirements of the Community Planning Act be fulfilled with respect to the proposed by-laws by setting a special Council meeting of April 8, 2013, at 6:00pm in the Council Chambers, 524 Main Street, Sussex, N.B., as the date, time and place for the public presentation of Council's intent to adopt a revised Municipal Plan By-Law and sets the special Council meeting May 13, 2013, at 6:00pm in the Council Chambers, 524 Main Street, Sussex, N.B., as the date, time and place for the public hearing of consideration of objections to the proposed by-laws. Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Wright, that Council direct that an appropriate by-law be prepared for the rezoning request for 281 Main Street to adopt a revised Municipal Plan and Zoning By-Law, that the by-laws be referred to the Planning Advisory Committee for their views; that the public notice requirements of the Community Planning Act be fulfilled with respect to the proposed by-laws by setting a special Council meeting of March 11, 2013, at 6:00pm in the Council Chambers, 524 Main Street, Sussex, N.B., as the date, time and place for the public presentation of Council's intent to adopt a revised Municipal Plan By-Law and sets the special Council meeting April 11, 2013, at 6:00pm in the Council Chambers, 524 Main Street, Sussex, N.B., as the date, time and place for the public hearing of consideration of objections to the proposed by-laws. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council direct that an appropriate by-law be prepared to include an integrated zone in a revised Municipal Plan and Zoning By-Law, that the by-laws be referred to the Planning Advisory Committee for their views; that the public notice requirements of the Community Planning Act be fulfilled with respect to the proposed by-laws by setting a special Council meeting of March 11, 2013, at 6:00pm in the Council Chambers, 524 Main Street, Sussex, N.B., as the date, time and place for the public presentation of Council's intent to adopt a revised Municipal Plan By-Law and sets the special Council meeting April 11, 2013, at 6:00pm in the Council Chambers, 524 Main Street, Sussex,



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N.B., as the date, time and place for the public hearing of consideration of objections to the proposed by-laws. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approves that the Town establishes a reserve fund for the Sussex Regional Library. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve the purchase of ten sets of bunker gear from MicMac Fire & Safety Source Ltd. for \$16,780.50, tax included, as the lowest bidder meeting the specifications on Quotation T-01-13 – Firefighters Protective Clothing. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve that the Municipality of Sussex submit to the Municipal Capital Borrowing Board an application for authorization to borrow money (or to guarantee the repayment of money borrowed or to enter into a lease, lease-purchase or purchase arrangement) in an amount not to exceed \$690,000 for a term not to exceed ten (10) years for the following:

<b>PURPOSE</b>	<b>AMOUNT</b>	<b>TERM</b>
<u>Recreation &amp; Cultural Services</u>		
Park Improvements	\$67,000.00	10 Years
Parking Lot Upgrade – Sports Centre	\$90,000.00	10 Years
<u>Transportation Services</u>		
Equipment	\$175,000.00	10 Years
Street Reconstruction	\$33,000.00	10 Years
<b>WATER &amp; SEWERAGE FUND</b>		
<u>Environmental Health Services</u>		
Sanitary Sewer Improvements	\$325,000.00	10 Years

Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Wright, that Council direct that an appropriate by-law be prepared for an application to revise the zoning for 10-12 Lowell to adopt a revised Zoning By-Law, that the by-law be referred to the Planning Advisory Committee for their views; that the public notice requirements of the Community Planning Act be fulfilled with respect to the proposed by-law by setting a special Council meeting of April 11, 2013, at 6:00pm in the Council Chambers, 524 Main Street, Sussex, N.B., as the date, time and place for the public hearing of consideration of objections to the proposed by-law. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council approve, for payment, accounts for the month of January, 2013, totaling \$510,951.82. Motion carried.

Councillor Wright informed the Council that he has been chosen to sit on a Provincial Committee of three members from the UMNB to review revisions to the Municipality Community Planning Act.

Councillor Ryan informed Council that she had received some positive comments from citizens on the conditions of the roads and streets after the recent winter storm.

Councillor Wilson updated Council on the January 23<sup>rd</sup> meeting of the Southern New Brunswick Forestry working group, which is made up of Mayors and other elected officials and company executives, and their meeting and presentation to the Provincial

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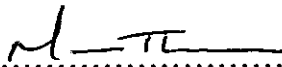
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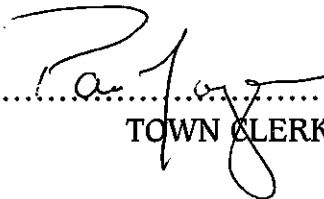
Government caucus. Councillor Wilson noted that the objective of the organization is for a long term timber objective. The industry is interested in investing in capital expenditures that need long term wood fibre commitment from the Province to make the projects viable.

His Worship Mayor Thorne noted that the next regularly scheduled meeting of Council will be Monday, March 18, 2013, at 7:00pm.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that this regular meeting of the Town Council of the Town of Sussex adjourn. Motion carried.



.....  
MAYOR THORNE



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TOWN CLERK