

Town of Sussex

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Minutes of Meeting of Council held this

18th day of March, 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 18th day of March, 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, Hutchings and Boyle. There were no absentees. 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 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 Ryan, seconded by Councillor Wilson, that the minutes of the regular meeting of the Town Council of the Town of Sussex held on February 18, 2013, be approved. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wright, that the minutes of the special meeting of the Town Council of the Town of Sussex held on March 11, 2013, be approved. Motion carried.

Present at the Council meeting was Diana Alexander, Symposium Chair of Sculpture Saint John. She made a presentation to Council on the Sculpture Saint John 2012 event in which 150 artists from 47

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countries around the globe applied to participate in Sculpture Saint John with 18 applicants vying for the six apprenticeship positions. The artists chose 120 tons of raw granite and basalt and eventually were transferred to the Saint John waterfront site.

She informed the Council that there are four more Sculpture Symposiums planned in the years 2014, 2016, 2018 and 2020 and that the 2014 event will have eight sites. Sculpture Saint John is hopeful that sculptures will be displayed from Bangor, Maine, to Sussex, New Brunswick, and Sussex will be a sponsor of one of the upcoming symposium sites. She noted that the cost for participating in the event and receiving a sculpture would be \$15,000.00 over a two year period. The local community sponsor would also be responsible for the transportation of the sculpture to the site in the community, the installation of the sculpture, landscaping and a site day for the artist to promote the sculpture in the community. The benefits of being a sponsor is that the sculptures are estimated to be valued in the \$150,000.00 range, they're an opportunity to have public art displayed in the community, the sculptures are low maintenance, the community would be included in the trail map that eventually will be from Bangor, Maine, to Sussex, New Brunswick and there would be extensive publicity and an educational opportunity as well. She informed the Council that Sculpture Saint John would like to know as soon as possible whether the Town would participate in the 2014 symposium and if not they would be interested in one of the other three symposiums.

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Council had an opportunity to ask Ms. Alexander questions on the presentation and His Worship Mayor Thorne noted that the request would be on the agenda of next month's Council Committee meetings and His Worship thanked Ms. Alexander for her informative presentation.

A letter was received from the Canadian Cancer Society of New Brunswick informing the Town that April is Daffodil Month and April 27, 2013, is designated as Daffodil Day in Sussex.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the letter from the Canadian Cancer Society be filed.
Motion carried.

A letter was received from Walter B. Freeze, of 166 Maple Avenue, on the traffic flow of the second main access to Town which is the exit at the Four Corners, leading to Marble Street, Aiton Road, Rosemount Avenue and Maple Avenue. He noted that it has been a nightmare trying to navigate at varying times during the day and that these headaches and frustrating traffic flows are due to increased traffic in part because of this being an intersection from the second main access to Sussex and also in large part due to it leading to and from the Industrial Park (including the schools and hospital) plus the businesses on Aiton Road and the camp park and Drive-In Theatre and not to mention the folks from the Smiths Creek Road and the other patrons from out that way. Mr. Freeze feels that traffic lights have been needed at this site for some years.

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It was moved by Councillor Wilson, seconded by Councillor Ryan, that the letter from Walter B. Freeze be referred to the Works Committee. Motion carried.

A letter was received from the Honourable Graydon Nicholas, Lieutenant Governor for the Province of New Brunswick, informing the Council that the Province will be receiving nominations for individuals who qualify for the Order of New Brunswick and that the deadline date for nominations is April 30, 2013.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that the letter from the Honourable Graydon Nicholas, Lieutenant Governor for the Province of New Brunswick, will be filed and the information regarding the Order of New Brunswick be placed on the Town's website. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the Fire Report for the month of February, 2013, be received as circulated. Motion carried. During the month the Fire Department responded to a total of 15 calls with six calls originating within the Town of Sussex and nine out of Town calls.

It was moved by Councillor Armitage, seconded by Councillor Wright, that the Building Inspector's Report for the month of February, 2013, be received as circulated. Motion carried. The report indicated that during the month the Building Inspector issued seven permits for renovations, repairs, alterations and additions for a value of \$85,500.00.

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It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that the Development Officer's Report for the month of February, 2013, be received as circulated. Motion carried. The report indicated that during the month the Development Officer received numerous enquiries relating to zoning and subdivision regulations although there were no plans or instruments submitted for approval.

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

His Worship Mayor Thorne noted that:

- Municipal Plan By-Law Amendment, By-Law # 704-10-11, ID Zone, hearing of objections will be held on April 11, 2013;
- Zoning By-Law Amendment, By-Law # 1350-10-13, ID Zone, hearing of objections will be held on April 11, 2013;
- Municipal Plan By-Law Amendment, By-Law # 704-10-12, Morrow Avenue, public presentation will be held on April 8, 2013;
- Municipal Plan By-Law Amendment, By-Law # 704-10-12, Morrow Avenue, hearing of objections will be held on May 13, 2013;
- Zoning By-Law Amendment, By-Law # 1350-10-14, Morrow Avenue, hearing of objections will be held on May 13, 2013;
- Municipal Plan By-Law Amendment, By-Law # 704-10-10, 281 Main Street, hearing of objections will be held on April 11, 2013;
- Zoning By-Law Amendment, By-Law # 1350-10-12, 281 Main Street, hearing of objections will be held on April 11, 2013; and

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- Zoning By-Law Amendment, By-Law # 1350-10-11, 12 Lowell Street, hearing of objections will be held on April 11, 2013.

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

It was moved by Councillor Wright, seconded by Councillor Armitage, that Council approve the revision to what was previously named Policy RD-18, Sponsorship Signage, which is now renamed Policy CS-18, Sponsorship Signage. Motion carried.

It was moved by Councillor Wright, seconded by Councillor Ryan, that Council approve the adjusted ball hockey fees of \$65.00 for all levels. Motion carried.

It was moved by Councillor Wright, seconded by Deputy Mayor Carr, that Council approve the proposed ball field rentals fees for 2013 as presented by the Community Services Director, as outlined in Policy # RD-17. Motion carried.

It was moved by Councillor Wright, seconded by Councillor Wilson, that the Town acquire a membership with Landscape New Brunswick for a fee of \$395.50. Motion carried.

It was moved by Councillor Wright, seconded by Councillor Ryan, that Council authorize the Mayor and Town Clerk to sign the Sussex & District Minor Baseball Agreement on behalf of the Town. Motion carried.

It was moved by Councillor Wright, seconded by Deputy Mayor Carr, that Council accept the bid of \$23,978.58 from R. Nason

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Renovations for Quotation T-02-13, Tennis Building, as the lowest bidder meeting the specifications. Motion carried.

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

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council approve that the Town enter into an easement agreement with G. E. Barbour Inc. 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 on behalf of the Town. Motion carried.

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

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that Council approve the following MS Bike Tour route scheduled to take place on June 22, 2013, at 8:00am and returning the following day, subject to Policing Services:

- commencing at the Golden Jubilee Hall on Perry Street;
- thence along Perry Street to Leonard Drive;
- thence along Leonard Drive to Main Street;

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- thence along Main Street to highway access road to the Town boundary; and
- then return in reverse the following day.

Also, that the organization be informed that the Town has no plans to conduct maintenance on those particular days nor is it expected that any capital improvements will be underway in the month of June on Main Street. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wright, that Council approve the following Antique Tractor parade route scheduled to take place on May 18, 2013, at 10:00am, subject to Policing Services:

- commencing in the parking lot of the 8th Hussars Sports Centre;
- thence along Leonard Drive from the entrance of the Sports Centre to Main Street;
- thence along Main Street from Leonard Drive to Queen Street;
- thence along Queen Street from Main Street to Broad Street;
- thence along Broad Street from Queen Street to Main Street;
- thence along Main Street from Broad Street to Leonard Drive;
- thence along Leonard Drive to the 8th Hussars Sports Centre entrance; and
- thence along the driveway from the entrance of the 8th Hussars Sports Centre to the 8th Hussars Sports Centre parking lot.

Motion carried.

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

- Standard Operating Guidelines # 1-006, Safety Officer;
- Standard Operating Guidelines # 2-005, Response to Carbon Monoxide Alarms; and
- Standard Operating Guidelines # 9-009, Auto-Extrication and Transfer of Command.

Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve that Chaplin Leo Gallant and Assistant Chaplin Richard Vincent take a two day training course for Chaplin's on April 12 & 13, 2013. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that up to 15 Fire Department members attend a 20 hour course on fire attack training to be instructed by Fire Training Associates at the end of March, 2013. Motion carried.

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

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council accept the 2012 External Auditor's Letter of Engagement and Letter of Representation from Turnbull and Kindred CGA Professional Corporation and authorize the Mayor and Town Clerk

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to sign the aforesaid mentioned Letter of Engagement and Letter of Representation on behalf of the Town. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council accept the 2012 External Audit Report from the firm of Turnbull and Kindred CGA Professional Corporation and approve the 2012 Financial Statements and that Council authorize the Mayor and Town Clerk to sign the 2012 Financial Statements on behalf of the Town. Motion carried.

The Chairperson of the Administration Committee noted that the 2012 Financial Statements indicated that the consolidated accumulated surplus for 2012 was \$26,147,163.00, which included 2012 net debt of \$1,930,764.00. The consolidated revenue for 2012 was \$8,034,895.00 and the consolidated expenditures were \$7,588,302.00, with a consolidated surplus of \$446,593.00. The Chairperson noted that the 2012 Financial Statements that were compiled under the Public Sector Accounting Board Standards and that the current year amortization expense of \$1,236,108.00 were included in the statements although this amount was unbudgeted in 2012.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the purchase of a 1/10 page (Business Card) advertisement for a cost of \$195.00, HST inclusive in the Royal Canadian Legion Military Service Recognition Booklet. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council authorize the Town Clerk/Treasurer to transfer \$75,000.00 from the General Capital Reserve Fund to the General

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Operating Fund to be applied to the purchase of the lot at 602 Main Street. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve that the Town 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 \$402,000.00 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 Ryan, seconded by Councillor Wilson, that Council approve that the Town contribute up to \$1,500.00 toward the cost of washrooms for the lot at 602 Main Street for the 2013 season. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council engage Kevin Mitton for the position of Recreation Maintenance Man Level 1 effective March 19, 2013, and that the starting salary be in accordance with the Collective Bargaining Agreement, CUPE Local 2163. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council approve, for payment, accounts for the month of February, 2013, totaling \$229,432.09. Motion carried.

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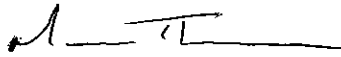
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His Worship Mayor Thorne noted that the Town is continuing the process of reviewing the traffic concerns of the residents of Church Avenue and that after these concerns have been addressed the Town will continue to the next area of traffic concerns and that this process will be followed until all the traffic issues in the Town that have been brought forward by citizens have been reviewed.

His Worship Mayor Thorne noted that the next regularly scheduled meeting of Council will be Monday, April 15, 2013, at 7:00pm.

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



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MAYOR THORNE



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TOWN CLERK