

# Town of Sussex

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Minutes of Meeting of Council held this

21st day of May, 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 Tuesday the 21<sup>st</sup> day of May, 2013, at 7:00 o'clock in the evening.

The following members of the Council were present: His Worship Mayor Thorne, Councillors Ryan, Armitage, Wilson, Hutchings and Boyle. Deputy Mayor Carr and Councillor Wright were absent. Also present at this meeting was Town Clerk/Treasurer, Paul Maguire.

It was moved by Councillor Ryan, seconded by Councillor Wilson, 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 Wilson, seconded by Councillor Boyle, that the minutes of the regular meeting of the Town Council of the Town of Sussex held on April 15, 2013, be approved. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Ryan, that the Fire Report for the month of April, 2013, be received as circulated. Motion carried. During the month the Fire Department responded to a total of 21 calls with 14 calls originating within the Town of Sussex and seven out of Town calls.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that the Building Inspector's Report for the month of April, 2013, be received as circulated. Motion carried. The report indicated

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that during the month the Building Inspector issued one permit for new construction for a value of \$150,000.00 and 30 permits for renovations, repairs, alterations and additions for a value of \$366,100.00.

It was moved by Councillor Armitage, seconded by Councillor Hutchings, that the Development Officer's Report for the month of April, 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 with one plan submitted for approval however no other instruments were received.

It was moved by Councillor Armitage, seconded by Councillor Hutchings, that the minutes of the Planning Advisory Committee meeting, dated May 15, 2013, be received as circulated. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that the report of the Community Services Committee Meeting dated May 13, 2013, is received as circulated. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council approve the Sussex Skating Club request to charge a fee to park cars in O'Connell Park during the Flea Market and Balloon Fiesta events. Motion carried.

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It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council approve the purchase of 55 fencing panels and accessories and one storage cradle from All Cover Portable Systems for a total of \$8,701.00. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council accept the bid from Hansen Signs for a total of \$33,845.76 for quotation RFP-01-13, Trail Signage. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council accept the bid from T & M Homes for quotation T-11-13, Golden Jubilee Hall Fire Safety Upgrades, for a total of \$7,917.97, as well as authorize an additional expenditure of \$2,675.84 for additional work not included in this tender. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council accept the bid from Osburn's Bloomin' Baskets for quotation T-06-13, Flowers, for a total of \$11,349.72. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Ryan, that the report of the Economic Development & Long Range Planning Committee dated May 14, 2013, be received as circulated. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council authorize the Mayor and the Town Clerk/Treasurer to sign the Memorandum of Understanding between the Town of Sussex and the Sussex Farmer's Market Co-op Ltd. on behalf of the Town. Motion carried.

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It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council accept the bid from Plaggenborg's Ltd. for Quotation T-05-13, Portable Toilet Unit, for a cost of \$4,746.00, HST inclusive, for a period of six months. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that the report of the Works Committee Meeting dated May 14, 2013, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council accept the bid from Royal Environmental Inc. for Quotation T-08-13, Sewer Cleaning Services. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council accept the revision to the 2013 Capital Program under the gas tax funding as presented. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council accept the bid from B & W Contracting Ltd. for Quotation T-07-13, Museum/Tea Room Renovations in the amount of \$2,761.16, taxes included. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve that the Water & Sewer Foreman attend a one day seminar on water management and metering technology to be held in Moncton on June 5, 2013. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Hutchings, that the report of the Protective Services Committee Meeting dated May 13, 2013, be received as circulated. Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Hutchings, that Council approve that 12 firefighters receive training from Versatile Training Solutions to operate the new Quint aerial apparatus. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Hutchings, that Council approve the following graduation celebration parade routes subject to the direction of Policing Services.

- Baccalaureate Service scheduled for Sunday, June 16, 2013, commencing at 6:15pm with the following parade route:
  - commencing at the Sussex Regional High School parking lot;
  - thence along Rosemount Avenue to Maple Avenue;
  - thence from Maple Avenue onto Main Street;
  - thence from Main Street turning right onto Western Street;
  - thence from Western Street turning left onto Summit Avenue;
  - and
  - thence along Summit Avenue and ending at the Kingswood Chapel parking lot.
  
- Prom parade scheduled for Tuesday, June 18, 2013, commencing at 6:30pm with the following parade:
  - commencing at the 8<sup>th</sup> Hussars Sports Centre parking lot;
  - thence from the 8<sup>th</sup> Hussars Sports Centre parking lot onto Leonard Drive; and
  - thence along Leonard Drive and ending at the Sussex Regional High School.

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- Graduation ceremony parade scheduled for Thursday, June 20, 2013, commencing at 6:30pm with the following parade route:
- commencing at the Sussex Regional High School;
  - thence from the Sussex Regional High School onto Leonard Drive; and
  - thence along Leonard Drive and ending at the 8<sup>th</sup> Hussars Sports Centre.

Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve that the Royal Regiment of Canadian Artillery School may conduct training exercises in the Town on July 24, 2013. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council approve the following Convoy for Wishes parade route to take place on Saturday, August 24, 2013, commencing at 11:00am subject to the direction of Policing Services:

- commencing at the exit off Route # 1;
- thence along Route # 121 to the traffic lights at Main Street and Moffett Avenue;
- thence along Main Street from Moffett Avenue 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 from Main Street to the 8<sup>th</sup> Hussars Sports Centre entrance; and

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- thence ending in the 8<sup>th</sup> Hussars Sports Centre parking lot.

Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that the report of the Administration Committee Meeting dated May 16, 2013, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council approve Policy C-19, Grant Application. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Hutchings, that Council provide a grant for \$2,447.00 to the Sussex Firefighters Association to be used towards payment of the premium for an accident and sickness insurance policy. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council accept the bid from Chandler on Quotation T-09-13, Cleaning Supplies, for a cost of \$4,308.73, inclusive of HST and shipping costs. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Hutchings, that Council approve the purchase of all items from Dulux Paints for Quotation T-10-13, Paint Supply, as the lowest bidder meeting the specifications. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council approve the revisions to the Capital Investment Plan for the Gas Tax Fund Agreement, as presented, which included the following projects:

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## General Capital Fund - Active Transportation Infrastructure

Cedar Avenue;

Lansdowne Avenue South;

8<sup>th</sup> Hussar's Sports Centre Entrance Road/Parking; and

Church Avenue (Peter Street to Gordon Street).

## Utility Capital Fund - Wastewater

Septage Dumping/Grit Separation WWTP; and

Maxwell Drive Force-main, Phase 1.

Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council adopt Policy P-8, Summer Student Hiring. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Hutchings, that Council accept the proposal from the executive search firm, Municipal Human Resources Inc., for the executive search for the next Fire Chief of the Sussex Fire Department for the quoted price of \$8,927.00, inclusive of HST. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Hutchings, that Council reduce the Transient Trader's fee from \$300.00 per day to \$300.00 per month for the remaining months of 2013 for a mobile food truck called The Road Runners operated by Jessica de Korte and that the mobile food canteen be permitted to operate in the parking lots of the O'Connell Park, Princess Louise Park and the 8<sup>th</sup> Hussars Sports Centre. Motion carried.



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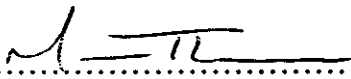
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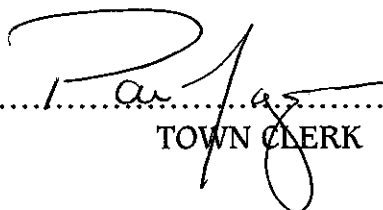
It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council approve, for payment, accounts for the month of April, 2013, totaling \$193,181.00. Motion carried.

Councillor Armitage reminded Council members and citizens of the Town that they are welcome to an event to welcome back the chimney swifts on Wednesday, May 22, 2013, between 7:00 and 9:00pm across the street from the roof chimney at 114 St. George Street.

His Worship Mayor Thorne noted that the next regularly scheduled meeting of Council will be Monday, June 17, 2013, at 7:00pm.

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

  
.....  
MAYOR THORNE

  
.....  
TOWN CLERK