

Town of Sussex

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Minutes of Meeting of Council held this

16th day of December, 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 16th day of December, 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 Wilson, Hutchings and Boyle. Councillors Wright, Armitage and Ryan were absent. Also present at this meeting were the Chief Administrative Office, Scott Hatcher and the Town Clerk/Treasurer, Paul Maguire.

It was moved by Councillor Boyle, 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 Deputy Mayor Carr, that the minutes of the regular meeting of the Town Council of the Town of Sussex held on November 25, 2013, be approved. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Wilson, that the minutes of the special meeting of the Town Council of the Town of Sussex held on November 21, 2013, be approved. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve the 2014 Salary/Wage Range Scale. Motion carried.

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It was moved by Councillor Hutchings, seconded by Councillor Wilson, that the Fire Report for the month of November, 2013, be received as circulated. Motion carried. During the month the Fire Department responded to a total of 15 calls with 11 calls originating within the Town of Sussex and four out of Town calls.

It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that the Building Inspector's Report for the month of November, 2013, be received as circulated. Motion carried. The report indicated that during the month the Building Inspector issued 16 permits for renovations, repairs, alterations and additions for a value of \$132,425.00.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that the Development Officer's Report for the month of November, 2013, be received as circulated. Motion carried. The report indicated that during the month the Development Officer has numerous enquiries relating to zoning and subdivision regulations with one deed examined and approved for registration, however, there were no plans submitted for approval.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the minutes of the Planning Advisory Committee meeting, dated December 11, 2013, be received as circulated. Motion carried.

Deputy Mayor Carr did not vote on Items 11 (A), (B), (C) and (D) under Unfinished Business which included the Municipal Plan and Zoning By-Law Amendments for a parcel of land off Main Street and

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Lansdowne Avenue South, P.I.D. # 30243067, since the Deputy Mayor Carr was not present at the public presentation.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council have a reading in its entirety of the Municipal Plan By-Law Amendment, By-Law # 704-10-13. Motion carried. The Town Clerk then read the by-law in its entirety.

It was moved by Councillor Wilson, seconded by Councillor Hutchings, that Council have a third reading by title of the Municipal Plan By-Law Amendment, By-Law # 704-10-13. 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 Boyle, that Council have a reading in its entirety of the Zoning By-Law Amendment, By-Law # 1350-10-16. Motion carried. The Town Clerk then read the by-law in its entirety.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council have a third reading by title of the Zoning By-Law Amendment, By-Law # 1350-10-16. Motion carried. The Town Clerk then read the by-law for third time by title and His Worship Mayor Thorne declared the by-law duly enacted.

His Worship Mayor Thorne noted that the public presentation of the Municipal Plan By-Law Amendment, By-Law # 704-10-14 and the related Zoning By-Law Amendment, By-Law # 1350-10-17, for the rezoning process of 38 Queen Street, will be held on January 20, 2014,

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It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council have a reading of its entirety of A By-Law in Amendment of a By-Law to Approve the Budget of the Sussex Downtown Business Association and to Establish a Special Business Improvement Area Levy in the Town of Sussex, By-Law # 154-13. Motion carried. The Town Clerk then read the by-law in its entirety.

It was moved by Councillor Boyle, seconded by Councillor Wilson, that Council have third reading of A By-Law in Amendment of a By-Law to Approve the Budget of the Sussex Downtown Business Association and to Establish a Special Business Improvement Area Levy in the Town of Sussex, By-Law # 154-13. Motion carried. The Town Clerk then read the by-law for the third time and His Worship Mayor Thorne declared the by-law duly enacted.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that the report of the Community Services Committee Meeting dated December 9, 2013, is received as circulated. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council approve Policy CS-10, Tobacco-Free Facilities. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that the report of the Economic Development & Long Range Planning Committee Meeting dated December 10, 2013, be received as circulated. Motion carried.

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It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that the report of the Works Committee Meeting dated December 10, 2013, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council accept a one year extension to the Residential Garbage Collection Contract with Devine Sanitation Ltd. for the quoted prices of \$0.82/unit for regular collections and \$0.92/unit for special collections in 2014. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve the awarding of each item in the Surplus Equipment/Materials Tender to the highest bidder in each case. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve the appointment of David Marriott to the classification of Sub-Foreman effective December 17, 2013, subject the appropriate and standard probationary period. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the report of the Protective Services Committee Meeting dated December 9, 2013, be received as circulated. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve the appointment of Scott Hoyt and Jeremy McFarlane as Captains and Mike Lucas as Lieutenant of the Sussex Fire Department effective December 17, 2013. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council accept the resignations of Clayton McCullum and

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Dale Spicer as Lieutenants of the Sussex Fire Department with regret.

Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council adopt SOG # 5-004, Ride A-Long Program, for the Sussex Fire Department. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that the report of the Administration Committee Meeting dated December 12, 2013, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve that the Town Clerk/Treasurer be authorized to transfer \$100,000.00 from the General Operating Fund to the General Capital Reserve Fund. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve that the Town Clerk/Treasurer be authorized to transfer \$49,405.00 representing the trade-in value of the 2000 Case Wheeled Loader to the Utility Capital Reserve Fund. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve:

- that the Town be authorized to enter into an arrangement with the Bank to provide the Town with credit by way of a Corporate MasterCard account in an amount of up to CAD/USD \$5,000.00, or such greater amount, as officers of the Town may from time to time deem appropriate, under which arrangement employees of the Town may be issued with the Bank of Montreal cards on the

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Corporate MasterCard account of the Town with the Bank and the Town shall be responsible for payment of all amounts, including fees and interest charged to such Corporate Account, the whole substantially on the terms and conditions set forth in the draft Corporate MasterCard Account Agreement submitted to and hereby approved by the Directors; and

- that the Mayor, together with the Treasurer, or the Mayor, together with the Assistant Treasurer, are/is hereby authorized to sign for and on behalf of the Town a Corporate MasterCard Account Agreement with the Bank of Montreal substantially on the terms and conditions of the draft thereof approved by the directors, with such changes or modifications as the person(s) so signing may in their sole discretion deem appropriate, and to sign such other documents and do such other things they in their sole discretion deem appropriate or advisable in connection with or to give effect to such Corporate MasterCard Account Agreement and the program contemplated thereunder.

Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Hutchings, that Council authorize the Mayor and Town Clerk/Treasurer to sign the audit engagement letter to Turnbull and Kindred, CGA Professional Corporation, on behalf of the Town. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve the subdivision plan and deed for

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registration of Parcels 13-01 and 13-02 as per NBDT1 Plan No. 6-12-0076. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council approves that Jerry Streisel is appointed to the Planning Advisory Committee for a three year term beginning on January 1, 2014, and ending on December 31, 2016. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council authorize the Mayor to sign the NB Power easement for PID 30213052 and 00265967 on behalf of the Town. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Hutchings, that Council approve that the School Crossing Guard's hourly wage be increased by \$0.50 per hour which would bring the 2014 compensation to a rate of \$11.25 per hour effective January 1, 2014. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Hutchings, that Council approve, for payment, accounts for the month of November, 2013, totaling \$141,375.95. Motion carried.

Councillor Wilson brought forward the 2014 General Fund Budget. The 2014 General Fund Budget included the following expenditures:

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2014 GENERAL FUND EXPENDITURES	
GENERAL GOVERNMENT SERVICES	695,238.00
PROTECTIVE SERVICES	1,648,792.00
TRANSPORTATION SERVICES	1,479,076.00
ENVIRONMENTAL HEALTH SERVICES	446,706.00
ENVIRONMENTAL DEVELOPMENT SERVICES	355,837.00
RECREATION & CULTURAL SERVICES	1,093,855.00
FISCAL SERVICES	740,650.00
TOTAL EXPENDITURES	6,460,154.00

2014 GENERAL FUND REVENUE	
NON-TAX REVENUE	1,076,414.00
COMMUNITY FUNDING & EQUALIZATION GRANT	282,727.00
WARRANT	5,101,013.00
TOTAL REVENUE	6,460,154.00

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve the 2014 General Fund Budget expenditures totaling \$6,460,154.00. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve the 2014 Warrant of \$5,101,013.00 for revenue for the 2014 General Fund Budget and set the 2014 tax rate at \$1,2521 per \$100.00 of assessment. Motion carried.

Councillor Wilson brought forward the 2014 Utility Fund Budget. The 2014 Utility Fund Budget included the following expenditures:

2014 UTILITY FUND EXPENDITURES	
WATER SUPPLY	580,307.00
SEWERAGE COLLECTION & DISPOSAL	699,606.00
FISCAL SERVICES	208,100.00
TOTAL EXPENDITURES	1,488,013.00

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<i>2014 UTILITY FUND REVENUE</i>	
SALE OF SERVICES	1,307,101.00
REVENUE FROM OWN SOURCES	158,900.00
OTHER TRANSFERS	22,012.00
<i>TOTAL REVENUE</i>	<i>1,488,013.00</i>

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve the 2014 Utility Fund Budget expenditures totaling \$1,488,013.00. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council approve the revenue source items for the 2014 Utility Fund Budget totaling \$1,488,013.00. Motion carried.

Councillor Wilson noted that in order to balance the 2014 Utility Fund Budget it would require an increase in the water and sewerage rates for flat rate billings by 2.56% and the rates would be set by By-Law # 1203-10-03. This by-law would set the flat rate billing for combined water and sewerage services to \$400.00 per year.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council have first reading by title of A By-Law to Amend Schedule "A" of a By-Law to Regulate Water, Sanitary and Storm Sewer Systems, By-Law # 1203-10-03. Motion carried. The Town Clerk then read the by-law for the first time by title.

It was moved by Councillor Boyle, seconded by Deputy Mayor Carr, that Council have second reading by title of A By-Law to Amend Schedule "A" of a By-Law to Regulate Water, Sanitary and Storm

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Sewer Systems, By-Law # 1203-10-03. Motion carried. The Town Clerk then read the by-law for the second time by title.

His Worship Mayor Thorne, Deputy Mayor Carr, Councillors, Chief Administrative Officer and Town Clerk/Treasurer wished the citizens of the Town Council and staff a Merry Christmas and prosperous 2014.

Councillor Hutchings read to Council a letter that the Town received from the District Medical Health Officer congratulating the Town in taking steps towards the banning of smoking in public parks in the Town.

His Worship Mayor Thorne thanked Council and staff for a healthy working relationship during 2013 and noted to look forward to working with Council and staff in the New Year. His Worship also noted that the Sussex and Area Heritage Centre is moving along and that the legal work for the incorporation of the organization and the acquirement of the land is almost completed and that the project will be moving into the next phase which will be initiating the fund raising for the project.

His Worship Mayor Thorne noted that the next regularly scheduled meeting of Council will be Monday, January 20, 2014, at 7:00pm.

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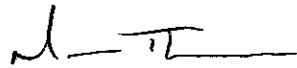
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It was moved by Councillor Hutchings, seconded by Councillor Wilson, that this regular meeting of the Town Council of the Town of Sussex adjourn. Motion carried.



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MAYOR THORNE



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TOWN CLERK