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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 27th day of October, 2014, at 7:00 o'clock in the evening.

The following members of the Council were present: Deputy Mayor Carr, Councillors Hutchings, Boyle, Wilson and Armitage. His Worship Mayor Thorne and Councillor Ryan 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 Wilson, seconded by Councillor Armitage, that the agenda for this regular Town Council meeting be approved as amended. Motion Carried. The agenda was amended by adding under Item #6 Delegations, Petitions and Correspondence – (G) – BIA Budget

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 September 15, 2014, be approved. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that the minutes of the special meeting of the Town Council of the Town of Sussex held on September 23, 2014, be approved. Motion carried.

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It was moved by Councillor Wilson, seconded by Councillor Armitage, that the minutes of the special meeting of the Town Council of the Town of Sussex held on October 2, 2014, be approved. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Hutchings that Councillor Armitage be appointed the Chairman of the Community Services Committee. Motion carried.

Present at the Council Meeting was Kelly Dunfield who is a primary care Nurse / Practitioner in the community. Mrs Dunfield explained that Dr. Andrea Canting, and Robert Dunfield, fourth year university student at Bishops and Mrs. Dunfield are initiating a pilot project for the Sussex and area with the intent to have approximately 26 pilot sites for public access to epinephrine auto injections. The epinephrine auto injector's (one child and one adult) will be placed in an alarm cabinet in each pilot site. The intention is to expand the program to other areas as well as encouraging expansion across the country. Mrs. Dunfield explained the use and gave a demonstration of the auto injectors that talk to the person using it, which is a strong factor that has encouraged the development of the project. She pointed out that the initial cost of the program would be approximately \$10,500.00 funded through grants and donations, the ongoing costs will be for expansion of the program, as well as assisting with replacement costs of the epinephrine auto injectors. Replacement costs for each injector is approximately \$107.00. This would cost each site approximately \$220 every eighteen months for replacement costs.

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After her presentation Council had an opportunity to ask questions of Mrs. Dunfield on the project and congratulated her on the group's initiative in developing the project.

Present at the Council meeting were several residents of the Town who are requesting that traffic lights be installed at the intersection of Main Street and Sunnyside Drive and Albert Street. The petition was submitted by Dale Sharp and John Dunfield. Mr. Dunfield addressed Council on the petition. The petition had approximately 142 residents stating that it is a very dangerous intersection and requires action in the very near future. Over the years, several pedestrian accidents have occurred at the crosswalk, especially with left hand turns from Sunnyside Drive onto Main Street as motorists have to watch for three levels of traffic, motorists driving from Albert onto Sunnyside and pedestrians. The petition noted that traffic lights were promised by several Councillors and the Mayor to several undersigned residents during the last election however there has been no action to date. The petition stated "we the residents of Sunnyside Drive, Riverview Drive, Hillside Crescent, Elm Street, Albert Street, North Street, Broad Street as well as many others request that a set of signal lights be installed at the corner of Sunnyside Drive, Albert Street and Main Street be installed. This is a very dangerous inner section and very difficult to access Main Street. Extremely dangerous going from Sunnyside Drive to Albert Street as it is offset and hard to judge where another vehicle is going. Also people traveling west signal to turn into the Ultramar Station and you are never sure if they are turning into

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Sunnyside Drive or the Ultramar entrance. Wallace Funeral Home is on Sunnyside Drive and receives much traffic. It's time we had a traffic light at this inner section so let's get things moving on an installation".

Council had an opportunity to ask questions of Mr. Dunfield on his presentation and they thanked the presenter and the residents present at the Council meeting and agreed to forward the petition to the Works Committee for further study and response.

A letter was received from Michael P. Quinn, Municipal Electoral Officer acknowledging the Town's letter of September 16, 2014 informing Elections NB of the vacancy on the Municipal Council of the Town of Sussex resulting from the resignation of Councillor Mark Wright. The Electoral Officer noted that this position is to be filled in the next set of by-elections to be held December 8, 2014.

It was moved by Councillor Hutchings, seconded by Councillor Boyle that the letter from the Municipal Electoral Officer be filed.
Motion carried.

A letter was received from the Kings East Development Partnership Inc. regarding visitor and local town security watch letter of September 9, 2014. The Deputy Mayor read the letter to the Council which stated that "the presence of safety features and cameras in a small town environment we believe is both a social necessity and a town responsibility and because of that at we encourage the Town to take another look at how the most visible and high traffic areas of town are constantly damaged and marred by persons unknown are secured, in order that these types of events are substantially deterred and those

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guilty of the willful disregard to public property and individuals are brought to justice.”

Present at the Council meeting was Phil Sellars of the Kings East Development Partnership, he stated that the Broad Street, the Downtown Core and the end of the Main Street should have the installation of security cameras as a crime deterrent to loss of life, historical buildings, jobs, loss to property, damage or complete destruction, vandalism, robbery and citizens safety after dark.

The Council thanked Mr. Sellars for his letter and presentation, however, Council noted that at the present time Council does not have an interest in keeping security data on public spaces except for the protection of assets held by the Town.

A letter was received from Roxanne Kyle, secretary treasurer of the Royal Canadian Legion Sussex Branch informing the Council of the parade to the cenotaph which is to be held Tuesday November 11, 2014.

It was moved by Councillor Armitage, seconded by Councillor Wilson that Council approve the following parade route for the November 11, 2014 parade to the cenotaph scheduled to commence at 10:15 am subject to the direction of policing services:

- commencing in the parking lot of the Royal Canadian Legion on Magnolia Avenue;
- thence along Magnolia Avenue from the Royal Canadian Legion parking lot to Main Street;

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- thence along Main Street from Magnolia Avenue to the intersection of Main Street and Broad Street;
- thence along Broad Street to the Cenotaph;
- thence, after the ceremony at the Cenotaph, parade from the Cenotaph to Main Street;
- thence along Main Street from Broad Street to Magnolia Avenue;
- and
- thence along Magnolia Avenue from Main Street to the parking lot of the Royal Canadian Legion.

Motion carried.

Present at the Council meeting was Mr. Kevin Black a director of the Kings East Development Partnership Inc. requesting that the Council provide funding to the Kings East Development Partnership Inc. to try to solicit retailers presently located in other municipalities in the Province to open outlets in the Town of Sussex.

The Council asked that the Kings East Development Partnership Inc. put its request in writing and that it forward a budget to the Town to be included in the deliberations of the Town's 2015 Operating Budget.

The Sussex Downtown Business Association provided a budget for the 2015 Business Improvement Area which is subject to the BIA Levy. The Budget for 2015 was \$34,300 which would be funded by an eighteen cent per hundred BIA levy.

It was moved by Councillor Wilson, seconded by Councillor Boyle that the Council receive the 2015 Sussex Downtown Business

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Association BIA Budget and that the necessary advertisements of the budget be carried out and that the hearing of objections for the BIA Budget be scheduled for the next regular Council meeting on November 24, 2014. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Armitage that the Fire Report for the month of September, 2014, be received as circulated. Motion carried. During the month the Fire Department responded to a total of fourteen calls with eight calls originating within the Town of Sussex and six out of town calls.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that the Building Inspector's Report for the month of September, 2014, be received as circulated. Motion carried. The report indicated that during the month the Building Inspector issued four permits for new construction for a value of \$300,000, twenty-four permits for renovations, repairs, alterations and additions for a value of \$9,598,100.00, and one permit for demolition for a value of \$9,700.00.

It was moved by Councillor Boyle, seconded by Councillor Wilson, that the Development Officer's Report for the month of September, 2014, be received as circulated. Motion carried. The report indicated that during the month the Development Officer approved one tentative amending subdivision plan and one amending subdivision plan.

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It was moved by Councillor Armitage, seconded by Councillor Hutchings that the minutes of the Planning Advisory Committee held on October 8, 2014, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that the report of the Community Services Committee Meeting dated October 20, 2014, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson that Council approve that the Town sign on as a Gold Sponsor for the NHL Alumni All Star Hockey Classic Game to be held at the 8th Hussars Sports Center on November 7, 2014 for \$2000.00. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council accept the bid from Master Mechanical Limited in the amount of \$21,277.90 cents for glycol cooling at the 8th Hussars Sports Center 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 Meeting dated October 21, 2014, be received as circulated. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson that Council approve the Agreement between the Minister of Transportation and Infrastructure and the Town of Sussex permitting the Town to place an art sculpture on the property known as the Sussex Justice Building having PID 269175 and authorize the Mayor

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and Town Clerk/Treasurer to sign the Agreement on behalf of the Town. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Wilson, that Council approve the request from the Farmer's Market to access Leonard's Gate on December 6, 2014 from 3pm to 6pm. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that the report of the Works Committee Meeting dated October 21, 2014, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council approve the quotation from Brown's Paving Ltd. in the amount of \$12,500.0 + HST for installation of base asphalt on Azalea Lane. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council approve the submission to the NB Department of Transportation and Infrastructure the proposed 2015 Provincially Designated Highways & Structures Program under the Mayor's signature. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle that the Building Inspector attend training courses on the 2010 National Building Code and on energy efficiency scheduled for Fredericton on November 5th and November 25th to 28th. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Hutchings, that employee Tom Lewis attend a Water Distribution Level

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1 and 2 training course scheduled for Moncton from November 3rd – 5th, 2014. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle that employees David Marriott and Stephen Hayward attend a one day training course on basic repair and calibration of water meters scheduled for Moncton on November 14th, 2014. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage that employees David Marriott and Andrew Moss attend a Winter Maintenance course in Moncton on October 21st and 22nd, 2014. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle that employees Douglas Middleton and Kevin Mitton attend a one day trackless training school course in Dieppe on October 28th, 2014. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council approve the appointment of Stephen Campbell to the classification of Equipment Operator Level 1 effective October 28, 2014, subject to the appropriate and standard probationary period. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Wilson, that the report of the Protective Services Committee Meeting dated October 20, 2014, be received as circulated. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Wilson, that Council approve the Professional Services Purchase Agreement for Municipal Animal Control with the NBSPCA and that

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they Mayor and Town Clerk/Treasurer be authorized to sign the Agreement on behalf of the Town. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Hutchings, that Council approve the revisions to SOG #2-0015 Response to Carbon Monoxide Alarms and the Sussex Fire Department Mission Statement and for approval SOG #2-0019 – Response to Poley Mountain Chair Lift Evacuation and SOG #2-0020 Air Monitoring at Fire Scenes. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Armitage that the Council approve that Quotation T-13-14 be awarded to R. S. Webb Electrical for \$80,410.12, HST inclusive. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Hutchings that Council approve that ATV's bearing a valid ATV Federation trail permit may use designated ATV trails within Sussex Town boundaries. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Hutchings, that the report of the Administration Committee Meeting dated October 22, 2014, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage that the document entitled Town of Sussex Five Year Capital Investment Plan for the GTF Administrative Agreement 2014-2018 be adopted. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle that Council approve submission of the Small Communities Fund

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Application Form for Trout Creek Disaster Mitigation and Channel Reconstruction. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle that Council approve that the Mayor and Town Clerk/Treasurer be authorized to sign the Bank of Montreal letter acknowledging, accepting and agreeing to Schedule A: Loan Documentation with a new interest of Prime +0%. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage that Council approve that \$150,000 from the sale of the property at 597 Main Street be transferred from the General Operating Fund to the General Capital Reserve Fund. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle that Council rescind a motion passed by Council on August 19, 2013 that stated that Council authorize the Mayor and the Town Clerk to sign the deed, thereby releasing the Town portion of the lands to the new Heritage Centre Board subject to the conditions and covenants of the deed. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle that Council appoint Councillor Armitage as the Town's representative/director to sit on the board on behalf of the Town to sign as one of the three Directors of the Sussex and Area Heritage Centre to dissolve the incorporation of the board. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Hutchings that Council authorize the Mayor and Town Clerk to sign the

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documentation on behalf of the Town to dissolve the incorporation of the Sussex and Area Heritage Centre Inc. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage that Council approve the brochure for the 2014 Annual Water Quality Testing Results as submitted and that the brochures may be circulated to property owners with the utility billings. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle that Council award Quotation T-14-14, Sussex Rotary Amphitheatre to Edgeline Construction Ltd. for an amount of \$218,994.00, HST inclusive. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage that Council approve that an appropriate By-law be prepared to adopt a revised Municipal Plan and Zoning Bylaw, 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 Council meeting of November 24, 2014 at 6:30 pm in the Municipal Office, 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 January 15, 2015 at 6:00 pm in the Municipal Office, 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 Wilson, seconded by Councillor Boyle that Shawnee Bolt be engaged as the Secretary/Payroll clerk

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effective November 10, 2014 at a salary as outlined in the Town of Sussex wage scale for this position. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage that Council approve for payment accounts for the month of September 2014 totaling \$1,126,574.71. Motion carried.

The Deputy Mayor requested that the citizens of the Town and surrounding areas turn out to observe the Remembrance Day Ceremonies at the cenotaph on November 11, 2014 and that this ceremony will be especially meaningful in light of the deaths of the two army personnel that had recently occurred in Quebec and at the National War Memorial in Ottawa on Parliament Hill.

The Deputy Mayor noted that the next scheduled regular meeting of Council will be Monday, November 24, 2014, at 7:00pm.

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

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DEPUTY MAYOR CARR

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TOWN CLERK