

24th November, 2014

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 24th day of November, 2014, 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, Boyle, Wilson and Armitage. Councillor Hutchings 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 Wilson, 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 Wilson, seconded by Councillor Armitage, that the minutes of the regular meeting of the Town Council of the Town of Sussex held on October 27, 2014, be approved. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that the minutes of the special meeting of the Town Council of the Town of Sussex held on November 6, 2014, be approved. Motion carried.

Present at the Council Meeting was Ben Whalen, Manager of the Kennebecasis Watershed Restoration Committee. Mr. Whalen made a presentation to Council outlining what his committee has been able to

24th November, 2014

accomplish in 2014 and had a presentation of projects completed. Mr. Whalen said that he is seeking funding for his committee for 2015 at the same level as 2014 and was requesting that the Council put \$5,000.00 in the 2015 operating budget to be used towards projects in 2015. Mr. Whalen also went over the outreach and education programs of the Kennebecasis Watershed Restoration Committee and the participation rates for each. Council had an opportunity to ask questions to Mr. Whalen on his 2014 and 2015 projects.

A hearing of objections was held on the 2015 BIA budget. The proposed budget will require a 2015 special levy to realize the budget of 18.0 cents per \$100.00 of assessment in the area designated as the BIA area. The total proposed 2015 BIA budget is \$34,300.00. His Worship Mayor Thorne noted that after calling three times for objections to the BIA budget from people present at the Council meeting that there was no one present who wished to object.

A letter was received from the Honourable Rob Moore reminding Council that the deadline for applying for infrastructure funding under the Small Communities Fund component of the new Building Canada plan has been extended to Friday November 21, 2014. Mr. Moore invited the Municipality to submit an application and also requested that Council let him know directly of the Communities infrastructure priorities.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that the letter from the Honourable Rob Moore be filed. Motion carried.

24th November, 2014

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the Fire Report for the month of October 2014, be received as circulated. Motion carried.

During the month the Fire Department responded to a total of thirteen calls with six calls originating within the Town of Sussex and seven out of town calls.

It was moved by Councillor Armitage, seconded by Councillor Boyle, that the Building Inspector's Report for the month of October, 2014, be received as circulated. Motion carried. The report indicated that during the month the Building Inspector issued eighteen permits for renovations, repairs, alterations and additions for a value of \$456,200.00.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that the Development Officer's Report for the month of October 2014, be received as circulated. Motion carried. The report indicated that during the month the Development Officer approved one Tentative Amending Subdivision Plan, two Amending Subdivision Plans and 5 Building Location Surveys.

It was moved by Councillor Boyle, seconded by Deputy Mayor Carr, that the minutes of the Planning Advisory Committee meeting held on November 12, 2014 be received as circulated. Motion carried.

His Worship Mayor Thorne noted that the Hearing of Objections to the Municipal Plan By-Law Amendment By-Law #704-10-19 and the Zoning By-Law Amendment By-Law #1350-10-22 relating to the re-

24th November, 2014

zoning requests of a property of land located on Eveleigh Street is scheduled for January 15, 2015.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council have First Reading by Title 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 #154-14. Motion carried. The Town Clerk amended the By-Law for the first time by title.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council have Second Reading by Title of a By-Law in Amendment of a By-Law to approve the budget of the Downtown Business Association and establish a special business improvement area levy in the Town of Sussex, By-Law #154-14. Motion carried. The Town Clerk amended the By-Law for the second time by title.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that the report of the Community Services meeting dated November 20th, 2014 be received as circulated. Motion Carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve a payment of \$1,895.83 to Winmar Canada for restorations to Golden Jubilee Hall. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Boyle, that Council approve that the Sussex Valley Knights of Columbus be permitted to erect a Christmas Creche in the Peace Park. Motion carried.

24th November, 2014

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council appoint Councillor Ryan to be a board member to represent the Council on the Princess Louise Show Centre Inc. board. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage that the report of the Economic Development and Long Range Planning Committee meeting dated November 18, 2014 be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council approve the quotation from Lasting Image Landscaping for a 375 square foot paving stone pad for \$7,425.00 plus HST and the cost for concrete work for \$2,640.00 plus HST, for a total project cost of \$10,065.00 plus HST at the sculpture site. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage that the report of the Works Committee meeting dated November 18, 2014 be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council adopt the temporary/mobile signage approval process of applications being forwarded to the Planning Advisory Committee as detailed in CAO Hatcher's memo, dated November 6, 2014, including any existing blanket approvals be vetted through the Planning Advisory Committee. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve a proposal from Sign It Signs for two free-

24th November, 2014

standing sandblasted cedar signs in the amount of \$4,300.00 plus HST.

Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that Council approve that the Administration engage EXP Services to complete a traffic signal warrant analysis for the intersection of Main Street, Sunnyside Drive and Albert Street for the tendered amount \$2,900.00 plus HST. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve awarding of the tender for replacement of the two flat roofs at Town Hall to Atlantic Roofers Ltd. as the lowest bidder for the tendered amount of \$62,037.00, HST included.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that council approve the awarding of the tender for janitorial services for Three Town buildings to Brockway's Cleaning Service as the lowest bidder for the tendered amount of \$60,947.28, HST included, for a two year period. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council approve that Thomas Lewis be approved as a Regular Employee in the classification of Labourer, effective November 24, 2014. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the report of the Protective Services Committee meeting dated November 17, 2014 be received as circulated. Motion carried.

24th

November, 2014

It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that Council approve the purchase of a ¾ ton truck from Norrad Chrysler Ltd. for \$40,114.81, HST included. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Armitage, that Council approve that Fire Chief Lowe may attend a local Government Fire Conference in Fredericton on November 28 and 29, 2014. Motion carried.

It was moved by Deputy Mayor Carr, and seconded by Councillor Wilson, that Council appoint Councillor Ryan to the Board of Directors of the Sussex and Area Heritage Centre. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve the resignation of Scott McAleese as Lieutenant of the Sussex Fire Department with regret. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve the job description for the Fire Captain (Full Time, Paid Position). Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the report of the Administration Committee meeting dated November 20, 2014, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve that Brenda Leask be appointed as the Towns Representative to the PotashCorp Civic Centre's Board of Directors. Motion carried.

Deputy Mayor Carr, Councillor Boyle and Councillor Armitage declared a conflict of interest on the next item on the agenda and

24th November, 2014

vacated the Council Chambers for any discussion or decision on the item.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve a Christmas gift certificate in the amount of \$40.00 be given to members of the Planning Advisory Committee, Volunteer Fire Fighters, Crossing Guard, EMO Officer and all full-time employees. Motion carried.

Deputy Mayor Carr, Councillor Boyle and Councillor Armitage returned to the Council Chambers from the conflict of interest.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that;

- The Town Treasurer be authorized to transfer the 2014 budget amount from the General Capital Reserve Fund in the amount of \$6,400.00 to the General Operating Fund.

- The Town Treasurer be authorized to apply any 2014 General Fund or Utility Fund surplus to the Capital Projects in each fund.

- The Town Treasurer will be authorized to use the proceeds of the sale of Capital Assets to pay for the acquisition of Capital Assets, or transfer the proceeds to the Capital Reserve Fund.

- The Town Treasurer be authorized to transfer the 2014 budget amount from the Utility Operating Fund to the Utility Capital Reserve Fund in the amount of \$36,000.00.

- The Town Treasurer be authorized to transfer \$200,000.00 from the Utility Operating Fund to the Utility Capital Reserve Fund.

Motion carried.

24th November, 2014

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve the revised Policy C-3 Petty Cash Float. Motion carried.

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

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve for payment accounts for the month of October, 2014 totalling \$387,896.41. Motion carried.

His Worship Mayor Thorne addressed Council on the Municipal By-Election which is called for December 8, 2014. His Worship noted that there is five candidates running for one vacant Council position, and his Worship is very impressed with the number of candidates as this is a good indication that the present Council has been able to keep the Citizens of the Town involved in the activities of the Council which shows that the Citizens are engaged and willing to let their names stand for the vacant Council position.

His Worship Mayor Thorne noted that the next regularly scheduled meeting with Council is December 15, 2014.

24th November, 2014

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

.....
MAYOR THORNE

.....
TOWN CLERK