

23rd November, 2015

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 23rd day of November, 2015, 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, Hutchings, Boyle and Milner. Councillor Wilson 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 Ryan, seconded by Deputy Mayor Carr, 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 Boyle, seconded by Councillor Ryan, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on October 26, 2015, be approved. Motion carried.

The Council held a Hearing of Objections for the Sussex BIA 2016 budget. The budget as submitted by the Sussex Downtown Business Association included total revenue of \$34,300.00, and total expenditures of \$34,300.00. The association is requesting that the 2016 BIA Levy be set at .18 cents per \$100.00 of assessment in the BIA area. The Town Clerk informed the Council that the Town had not received any written objections to the budget and His Worship asked

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three times whether anyone present at the meeting was objecting to the budget and noted that there was no one present who wished to express any objections.

It was moved by Councillor Armitage, seconded by Deputy Mayor Carr, that the Fire Report for the month of October, 2015, be received as circulated. Motion carried.

During the month the Fire Department responded to seventeen calls, with nine calls originating within the Town of Sussex and eight out of Town calls.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that the Building Inspectors Report for the month of October, 2015, be received as circulated. Motion carried.

The report indicated that during the month the Building Inspector issued twenty-one permits for renovations, repairs, alterations and additions for a value of \$392,200.00.

It was moved by Councillor Boyle, seconded by Councillor Ryan, that the Development Officer's Report for the month of October, 2015, be received as circulated. Motion carried.

The report indicated that during the month there were numerous inquiries relating to rezoning and subdivision regulations, however, there were no plans or instruments submitted for approval.

It was moved by Councillor Armitage, seconded by Deputy Mayor Carr, that the minutes of the Planning Advisory Committee meeting held on November 10, 2015, be received as circulated. Motion carried.

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It was moved by Councillor Armitage, seconded by Deputy Mayor Carr, that the report of the Community Services Meeting, dated November 16, 2015, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council approve the quotation from Power Concrete & Tile as the lowest bidder meeting the specifications for moving the Minor Ball canteen and installation of a new concrete pad in the amount of \$8650.15, HST included. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that Council approve the quotation from Larry's Flooring as the lowest bidder meeting the specifications for the replacement of flooring in the library board room in the amount of \$4,111.82, HST included. Motion carried.

It was moved by Councillor Hutchings, seconded by Councillor Milner, that the report of the Economic Development & Long Range Planning Committee Meeting, dated November 17, 2015, be received as circulated. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Milner, that the report of the Works Committee Meeting, dated November 17, 2015, be received as circulated. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Ryan, that Council approve that the Spring Special Residential Clean-up be held on April 26 and 27, 2016, and the Fall Special Residential Clean-up be held October 18 and 19, 2016. Motion carried.

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It was moved by Councillor Boyle, seconded by Councillor Milner, that Council approve that the Water & Sewer Technician attend a Maritime Provinces Water & Wastewater Association one day training course in Moncton. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that the report of the Protective Services Committee Meeting, dated November 16, 2015, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that the report of the Administration Committee meeting dated November 19, 2015, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that the Council for the Town of Sussex directs that an appropriate By-Law be prepared to adopt a revised Municipal Plan and Zoning By-law, 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 Special Council meeting of Thursday, December 17<sup>th</sup>, 2015 at 6:00 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 Council meeting Monday, January 18<sup>th</sup>, 2016 at 6:30 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.

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Deputy Mayor Carr, Councillor Boyle and Councillor Armitage declared a conflict of interest on this item and left the Council Chamber for any discussions or decisions on the next item on the agenda.

It was moved by Councillor Ryan, seconded by Councillor Milner, 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 Full-Time Employees. Motion carried.

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

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve the agreement between the Town and the NB Association of Optometrists and that the CAO be authorized to sign this agreement on behalf of the town. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve:

- that the Town Treasurer be authorized to transfer the 2015 budgeted amount from the General Capital Reserve Fund in the amount of \$6,400.00 to the General Operating Fund;
- that the Town Treasurer be authorized to apply any 2015 General Fund or Utility Fund surplus to the capital projects in each fund;
- that the Town Treasurer be authorized to use the proceeds of the sale of capital assets to pay for the acquisition of capital sets or transfer the proceeds to the Capital Reserve Fund; and

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- that the Town Treasurer be authorized to transfer the 2015 budgeted amount from the Utility Operating Fund to the Utility Capital Reserve Fund in the amount of \$36,000.00 (\$9,000.00 + \$27,000.00)

Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council accept the resignation from Rob Trafton from the Planning advisory Committee with regret. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve Tony Palmer be re-appointed to the Planning Advisory Committee for three year term exporing December 31, 2018. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council approve Joanne McDermott be re-appointed to the Planning Advisory Committee for three year term expiring December 31, 2018. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve Eric Nelson be re-appointed to the Planning Advisory Committee for three year term expiring December 31, 2018. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve Kathy Davidson be appointed to the Planning Advisory Committee for a term expiring December 31, 2017 to finish the term resigned by Rob Trafton. Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve for payment accounts for the month of November, 2015, totaling \$382,518.34. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that Council have 1<sup>st</sup> 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 #154-15. Motion carried. The Town Clerk then read the By-Law for the 1st time by Title.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council have a 2<sup>nd</sup> 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 #154-15. Motion carried. The Town Clerk then read the By-Law for the 2<sup>nd</sup> time by title.

Councillor Hutchings updated Council on the enjoyable and successful Mayor's Tree Lighting event held on Friday, November 20, 2015, and thanked the performers, sponsors and Town staff for their contributions.

Councillor Ryan informed Council that Councillor Boyle and Councillor Ryan will be curling in a Fun Spiel on the weekend.

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Councillor Armitage informed Council that she will be attending a UMN B Community Energy Planning Workshop in Saint John on Tuesday and will be updating Council on that event at a later Council meeting.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, December 21, 2015.

It was moved by Councillor Deputy Mayor Carr, seconded by Councillor Armitage, 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