

21st March, 2016

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 21st day of March, 2016, 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, Wilson, Armitage, Hutchings, Boyle and Milner. Also present at this meeting were the Chief Administrative Officer, Scott Hatcher and the Town Clerk/Treasurer, Paul Maguire.

It was moved by Councillor Armitage, 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 Milner, seconded by Councillor Wilson, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on February 22, 2016, be approved. Motion carried.

A letter was received from the Canadian Cancer Society informing Council that April is Daffodil Month in Canada.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the letter from the Canadian Cancer Society be filed. Motion carried.

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A letter was received from the President of Operation Lifesaver informing Council that Canada's 14<sup>th</sup> Annual National Public Rail Safety Week will be held from April 25 to May 1, 2016.

It was moved by Councillor Armitage, seconded by Councillor Milner, that the letter from Operation Lifesaver be filed. Motion carried.

A letter was received from Barry Ogden of the Marigold Project informing Council that this is the 19<sup>th</sup> year for growing and planting marigolds with children from the schools from Sussex to Saint John to St. Stephen.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that the letter from the Marigold Project be filed. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the Fire Report for the month of February, 2016, be received as circulated. Motion carried.

During the month the Fire Department responded to fifteen calls, with four calls originating within the Town of Sussex and eleven out of Town calls.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the Building Inspectors Report for the month of February, 2016, be received as circulated. Motion carried.

The report indicated that during the month the Building Inspector issued five permits for renovations, repairs, alterations and additions for a value of \$153,500.00 and one demolition permit for a value of \$15,000.00.

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It was moved by Councillor Wilson, seconded by Councillor Armitage, that the Development Officer's Report for the month of February, 2016, be received as circulated. Motion carried.

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

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that the minutes of the Planning Advisory Committee meeting held on March 9, 2016, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that the report of the Community Services Meeting, dated March 14, 2016, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Deputy Mayor Carr, that Council approve the proposed ballfield rental rates outlined in Policy CS-17: Schedule A2 – Facilities, and the adjustment in Provincial HST scheduled to be effective July 1, 2016. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that Council approve to engage Mike Sorenson to provide a petting zoo and pony rides for the Sussex 2016 Canada Day celebrations for a fee of \$1,695.00, HST included. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that Council approve to engage Bounce Kingdom to provide bouncers and a rock climbing wall for the Sussex 2016 Canada Day celebrations for a fee of \$4,147.95, HST included. Motion carried.

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It was moved by Councillor Armitage, seconded by Councillor Ryan, that Council approve to engage Mike Sorenson to provide a petting zoo and pony rides for the Sussex 2016 New Brunswick Day celebrations for a fee of \$1,695.00, HST included. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve to engage Backstage Music to provide sound system services in O'Connell Park for the Sussex 2016 New Brunswick Day celebrations for a fee of \$564.99, HST included. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the purchase of 10, two stream waste containers from Tretan Trading for a total of \$2,389.72, HST included. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the request from Tim McCandless to erect a 30' X 30' tent in Princess Louise Park adjacent to the St. John Ambulance building from July 11 to July 15, 2016, to host Young People's Hour. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council approve to engage Eastern Fence Ltd. in the amount of \$23,651.52, HST included, for tender T-02-16 as the lowest bidder meeting the specifications. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve to engage Chestnut Decorating in the

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mount of \$5,275.97, HST included, for tender T-04-16, as the lowest bidder meeting the specifications. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the Antique Auto Club request and list of dates for Cruise Night 2016. 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 March 15, 2016, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that the report of the Works Committee Meeting, dated March 15, 2016, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council approve the proposed Building By-Law, By-Law #151-16. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve that Stephen Hayward, Water and Wastewater Technician, be permitted to attend the 36<sup>th</sup> Annual Maritime Water and Wastewater Association Training Seminar in Saint John from April 17 to April 20, 2016. Motion carried.

It was moved by Councilor Wilson, seconded by Councillor Armitage, that Council approve that Tom Lewis, Water and Wastewater Maintenance, be permitted to attend the three days of training on Wastewater System Operations & Maintenance, sponsored by Maritime

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Water and Wastewater Association in Windsor, NS on May 16, 17 and 18, 2016. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve that Stephen Hayward, Water and Wastewater Technician, be permitted to attend the three days of training on Water System Operations & Maintenance, sponsored by Maritime Water and Wastewater Association in Windsor, NS on May 16, 17 and 18, 2016. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve the purchase of Paver Management Software and manuals from Hatch Mott MacDonald for a cost of \$1,333.00 USD. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve that the security held for Carriage Lane Developments Phase 1 be reduced from \$15,000.00 to \$8,000.00. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve the reduction of the security currently held for Carriage Lane Developments Phase 2 – Azalea Lane from \$4,500.00 to \$1,200.00. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve that Tom Lewis be reclassified to Water and Sewer Maintenance effective January 29, 2016. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve that Kevin Gray be approved as a full-time

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regular employee effective April 7, 2016 in the classification of Labourer under the Collective Agreement between the Town and CUPE Local 2163. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that the report of the Protective Services Committee Meeting, dated March 14, 2016, be received as circulated. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve that CAO Hatcher attend the stakeholder meeting with the Department of Environment and Local Government concerning animal protection in NB to be held on Wednesday, March 23, 2016 in Fredericton. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve a leave of absence for Firefighter Mike Ness for a period of six months. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve the following parade route to be held on May 21, 2016 commencing at 10:00am for the Antique Tractor Parade subject to the direction of policing services:

- to commence in the parking lot of the 8<sup>th</sup> Hussars Sports Centre;
- thence along Leonard Drive from the entrance of the Sports Centre to Main Street;
- thence along Main Street from Leonard Drive 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 to the 8<sup>th</sup> Hussars Sports Centre entrance; and

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- thence along the driveway from the entrance of the Sports Centre to the Sports Centre parking lot.

Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve the purchase of Firefighter's Protective Clothing from Micmac Fire & Safety Source for a cost of \$17,718.40, HST included, as the lowest bidder meeting the specifications. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that the report of the Administration Committee meeting dated March 16, 2016, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve the proposed change in the Gas Tax Plan which is to delay the waterline under Wards Creek between Fowler Avenue and Magnolia Avenue to permit the Town to complete the water flushing improvement on Summit/Sunnyside Drive water main replacement. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve that the Town Clerk/Treasurer may attend the CPA Professional Development Spring and Fall seminars during 2016. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council accept the Letter of Representation from Turnbull and Kindred CGA Professional Corporation and authorize the Mayor and Town Clerk to sign the aforesaid mentioned Letter of Representation on Behalf of the Town. Motion carried.



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It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council accept the 2015 External Audit Report from the firm of Turnbull and Kindred CGA Professional Corporation and approve the 2015 Financial Statements and that Council authorize the Mayor and Town Clerk to sign the 2015 Financial Statements 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 February, 2016, totaling \$339,732.56. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council have First Reading by Title of the Taxicab Owners and Taxicab Operators By-Law, By-Law #1050-16. Motion carried.

The Town Clerk then read the By-Law for the first time by title.

It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that Council have Second Reading by Title of the Taxicab Owners and Taxicab Operators By-Law, By-Law #1050-16. Motion carried.

The Town Clerk then read the By-Law for the second time by title.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that Council have First Reading by Title of the Building By-Law, By-Law #151-16. Motion carried.

The Town Clerk then read the By-Law for the first time by title.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council have Second Reading by Title of the Building By-Law, By-Law #151-16. Motion carried.

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The Town Clerk then read the By-Law for the second time by title.

Councillor Ryan noted that she enjoyed her opportunity to represent the Town at the Provincial Curling Bonspiel held at the Sussex Golf & Curling Club.

Councillor Ryan pointed out that the PAC recently approved the location on Marble Street of the proposed new Welcome to Sussex sign which will be a beautiful addition to the Town signage marking the Town boundaries.

Mayor Thorne pointed out the many ripple effects that the recent announcement of the closing of the Picadilly Potash Mine has had on all aspects of the Community and the operations of the Town.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, April 18, 2016.

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