

15th August, 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 15th day of August, 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, Nelson and Boyle. Councillor Milner 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 Armitage, seconded by Deputy Mayor Carr, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on July 18, 2016, be approved. Motion carried.

Mr. Gary Morris, the President of the Downtown Business Association, made a presentation to Council on the Celebrate Sussex event to be held August 22-27, 2016. He reviewed with council tentative events of the celebration and provided the Council with an audible sample of a new TV commercial that is being developed to promote the Town on Rogers TV.

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The Council thanked the president of the DBA for their efforts to promote the Town and encourage tourists to visit Sussex.

Mr. Nairn Hay, General Manager of the Fundy Model Forest, made a presentation to Council on a project involving an asset inventory and green energy opportunities for the development of low grade timber resources in an area with a 100km radius of Sussex.

The presentation included the background for the project in light of the January 2016 PCS Potash Mine announcement of the closing of the mine, the objectives of the project, a project road map, the phase 2 of the project which would include an opportunity scan, phase 3 for opportunities for marketing and the project deliverables.

Mr. Hay noted that they were looking for the Town to provide letters of support and possibly meeting with the potential funders and partners as well as helping with the data collection. The council thanked Mr. Hay for his presentation and is looking forward to working with the Fundy Model Forest on the project and encouraged him to meet with the Town Economic Development Officer to see how he could provide support for the project.

A letter was received from Jason Dickson, President of Coach New Brunswick, informing Council that September 17 to 25 is National Coaches Week in Canada.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the letter from the President of Coach New Brunswick be filed. Motion carried.

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

During the month the Fire Department responded to 12 calls, with 6 calls originating within the Town of Sussex and 6 out of Town calls.

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

The report indicated that during the month the Building Inspector issued 1 permit for new construction for a value of \$156,000.00, and 30 permits for renovations, repairs, alterations and additions for a value of \$742,000.00.

It was moved by Councillor Boyle, seconded by Deputy Mayor Carr, that the Development Officer's Report for the month of July, 2016, be received as circulated. Motion carried.

The report indicated that during the month the Development Officer approved 1 Subdivision Plan and 1 Partial Release of Easement.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that the minutes of the Planning Advisory Committee meeting held on August 10, 2016, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that the report of the Community Services meeting, dated August 8, 2016, be received as circulated. Motion carried.

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It was moved by Councillor Armitage, seconded by Deputy Mayor Carr, that Council approve that the Community Services Director attend the Recreation New Brunswick AGM in Fredericton on Friday, September 16, 2016, on behalf of the Town. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Boyle, that Council approve Policy CS-17: Schedule A1- Programs, which shows programs and associated cost recovery targets, fees and resident rebates. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the report of the Economic Development & Long Range Planning Committee Meeting, dated August 9, 2016, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve the purchase of a business card ad in the Kings County Record for the Agriculture Today promotion for a cost of \$470.00 plus HST. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the report of the Works Committee Meeting, dated August 9, 2016, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council award Tender 162857.00 to the low bidder, E J Cunningham Ltd. for the amount of \$346,916.71 inclusive of HST and conditional on a reduction in the approved contingency amount of this contract by \$15,000.00 inclusive of HST and the deletion of pedestrian audible equipment from the scope of work. Motion carried.

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It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council authorize the disposal of Town owned vehicle U-2 – 2004 Dodge half ton through public auction. Motion carried.

It was moved by Councilor Wilson, seconded by Councillor Ryan, that Council authorize the removal of Town owned tree at 79 Pleasant Avenue. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that the report of the Protective Services Committee Meeting, dated August 8, 2016, be received as circulated. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Boyle, that Council accept the resignation of Volunteer Firefighter, Mike Ness, with regret. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that Council approve the purchase of a business card ad in the MADD Canada Yearbook for a cost of \$279.00 plus HST. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that Council approve the parade route for the Southern District 4-H Council Parade on August 23, 2016 at 6:30pm subject to the direction of policing services:

- Commencing in the parking lot of Co-op Country Store on Union Street;
- Thence along Union Street to Park Street;
- Thence along Park Street to Main Street;
- Thence along Main Street to Leonard Drive;

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- Thence along Leonard Drive and ending at 8th Hussars Arena parking lot/Princess Louise Park Show Centre.

Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the report of the Administration Committee meeting dated August 11, 2016, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve the use of the Town's trail system by SRHS to hold a 5km run on September 10, 2016, in support of Safe Grad 2017. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the Economic Development Coordinator Terms of Engagement and approve the signing of the letter to validate the contract. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the purchase of a ½ page horizontal ad from Hawk Marketing for the 2017 NB Travel Guide publication for a cost of \$6,158.25, HST included. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council authorize the Mayor and CAO to sign the offer of assistance from PNB for the Discovery Park project at the Sussex Elementary School on behalf of the Town Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve that the Town Clerk/Treasurer attend the

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Cain Insurance Services Public Sector Regional Road Show on September 15, 2016. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council authorize the Mayor and the Town Clerk to sign the co-application for funding from ACOA for the Discovery Park project at the Sussex Elementary School. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the construction drawings for the public street and municipal infrastructure of the Magnolia Avenue rental community and that a Development Agreement be developed outlining the costing agreement for this project between the Town and the Developer. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council approve for payment accounts for the month of July, 2016, totaling \$394,861.51. Motion carried.

CAO Hatcher informed Council that Kyle Bolt and Wyatt Vail, whose parents are employees of the Town of Sussex, were each awarded a \$1,000.00 scholarship from the CPWA NB Branch to further their education.

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Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, September 19, 2016.

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.

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MAYOR THORNE

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TOWN CLERK