

19th December, 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 19th day of December, 2016, at 7:00 o'clock in the evening.

The following members of the Council were present, Deputy Mayor Carr; Councillors Ryan, Wilson, Armitage, Nelson, Milner and Boyle. His Worship Mayor Thorne 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 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 Wilson, seconded by Councillor Ryan, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on November 21, 2016, be approved. Motion carried.

It was moved by Councillor Milner, seconded by Councillor Wilson, that the minutes of the special meeting of the Town Council, of the Town of Sussex, held on November 29, 2016, be approved. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Boyle, that the Fire Report for the month of November, 2016, be received as circulated. Motion carried.

19th December, 2016

During the month the Fire Department responded to 19 calls, with 11 calls originating within the Town of Sussex and 8 out of Town calls.

It was moved by Councillor Boyle, seconded by Councillor Ryan, that the Building Inspectors Report for the month of November, 2016, be received as circulated. Motion carried.

The report indicated that during the month the Building Inspector issued 19 permits for renovations, repairs, alterations and additions for a value of \$166,500.00, and 1 permit for new construction with a value of \$850,000.00.

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

The report indicated that during the month the Development Officer approved 1 Building Location Survey and 1 Tentative Subdivision Plan.

The Deputy Mayor noted that the Planning Advisory Committee did not meet in December.

Present at the Council meeting were Joan Routledge and Michelle Gillespie of the Communities in Bloom Committee. Mrs. Routledge made a presentation to Council reviewing the 2016 activities of the committee and the judge's evaluation for 2016.

The Council congratulated the committee for being National Champions in 2016, noting that the Council looks forward to working with the committee in 2017.

19th December, 2016

It was moved by Councillor Armitage, seconded by Councillor Wilson, that the report of the Community Services meeting, dated December 12, 2016, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that Council approve the request for assistance for the Town to install the Hope for Mental Health bench on Town property in 2017. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council approve the proposed route within the municipal boundaries of the Town of Sussex for the Across Town for Crosswinds running event which is scheduled to take place May 28, 2017. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council authorize the Mayor and the town Clerk to sign the Kingswood University Benson Athletic Complex Community Use Agreement on behalf of the Town. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council authorize credit accounts be extended to the following ice user groups: Mother Puckers Women's Hockey, RNQ Advanced Skating and EDZA South. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council not accept any of the three bids received for RFP-05-16 Kitchen Upgrade. Motion carried.

19th December, 2016

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the amended By-Laws for the Fundy Civic Centre Inc. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Milner, that the report of the Economic Development & Long Range Planning Committee Meeting, dated December 13, 2016, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that the report of the Works Committee Meeting, dated December 13, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council approve the following motion:

“Whereas the Town of Sussex approved certain actions to be taken with respect to the property identified as 72 Nelson Street, PID 00269795, by Motion and more fully contained in the Minutes of the November 21st meeting, 2016;

Be It Resolved that the Town proceed with an application in the Court Of Queen’s Bench Of New Brunswick directing the owners of the aforementioned property to comply with the Town’s By-Laws and any Notices with respect thereto.”

Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve Spring Clean-up Days as April 25 and 26, and Fall Clean-up Days as October 17 and 18 for 2017. Motion carried.

19th December, 2016

It was moved by Councilor Wilson, seconded by Councillor Milner, that Council approve that the Works Department dispose of the 2006 Ford F350 truck by public auction. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that the report of the Protective Services Committee Meeting, dated December 12, 2016, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve the purchase of 45 thirty second radio ads to promote fire safety during the holidays for a cost of \$124.00, plus HST, per week for two weeks. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the report of the Administration Committee meeting dated December 15, 2016, be received as circulated. Motion carried.

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

- that the Town Treasurer be authorized to transfer \$100,000 from the General Capital Reserve Fund to the General Operating Fund to be used toward the purchase of the lot and building at 530 Main Street, PID #00268755;
- that the Town Treasurer be authorized to transfer the 2016 budgeted amount from the General Capital Reserve Fund in the amount of \$6,400.00;
- that the Town Treasurer be authorized to apply any 2016 General Fund or Utility Fund surplus to the capital projects in each fund;

19th December, 2016

- that the Town Treasurer 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;
- that the Town Treasurer be authorized to transfer the 2016 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).
- that the Town Treasurer be authorized to transfer \$175,000 from the Utility Operating Fund to the Utility Capital Reserve Fund.

Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council approve that TremTech Electrical Systems Inc. be engaged to supply and install a new panel closure to replace the current one, including stainless steel panel, disconnect, breakers, fuses, rewiring and set up for a cost of \$5,663.75, HST included. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the following:

“That the Municipality of Sussex submit to the Municipal Capital Borrowing Board an application for authorization to borrow for a capital expense for the following term and amount:”

PURPOSE	AMOUNT	TERM
<u>ENVIRONMENTAL HEALTH SERVICES</u> Sanitary Sewer Lagoon	\$465,000	10 YEARS

Motion carried.

19th December, 2016

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve the purchase of pump part from Thomas Industrial Sales Ltd. for a cost of \$7,893.72, HST included, plus delivery. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve for payment accounts for the month of November, 2016, totaling \$613,260.61. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the 2017 General Fund Budget Expenditures totaling \$6,917,737. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the 2017 Warrant of \$5,142,533 for revenue for the 2017 General Fund Budget and set the tax rate at 1.2606 per \$100.00 of assessment Motion carried.

Councillor Boyle and Councillor Milner declared a conflict of interest on the next two items on the agenda and vacated the Council Chamber for any discussion or decision on the item.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the 2017 Salary Ranges. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that council approve the non-union salaries increase for 2017 with an increase of 3.00% with adjustments. Motion carried.

Councillor Boyle and Councillor Milner returned to the Council Chamber from their conflict of interest.

19th December, 2016

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve an increase in hourly rate for the School Crossing Guard to \$12.85 per hour. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council approve the 2017 Student Wage Scale. Motion carried.

Councillor Boyle declared a conflict of interest on the next item on the agenda and vacated the Council Chamber for any discussion or decision on the item.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve the Policy F-1 Fire Department Remuneration. Motion carried.

Councillor Boyle returned to the Council Chamber from her conflict of interest.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that Council approve the 2017 Utility Fund Budget Expenditures totaling \$1,634,326. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve the revenue source items for the 2017 Utility Fund Budget revenue totaling \$1,634,326. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council have Reading in its Entirety 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 #154-16. Motion carried.

The Town Clerk then read the By-Law in its entirety.

19th December, 2016

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council have 3rd Reading By Title and Enactment 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 #154-16. Motion carried.

The Town Clerk then read the By-Law for the 3rd time by title and the Deputy Mayor declared the By-Law duly enacted.

It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council have Reading in its Entirety of Council Members Remuneration and Expense By-Law, By-Law #204-16. Motion carried.

The Town Clerk then read the By-Law in its entirety.

It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council have 3rd Reading and Enactment of Council Members Remuneration and Expense By-Law, By-Law #204-16. Motion carried.

The Town Clerk then read the By-Law for the 3rd time by title and the Deputy Mayor declared the By-Law duly enacted.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council have Reading in its Entirety of a By-Law in Amendment of the Taxicab Owners and Taxicab Operators By-Law, By-Law #1050-16-01. Motion carried.

The Town clerk then read the By-Law in its entirety.

19th December, 2016

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council have 3rd Reading By title of a By-Law in Amendment of the Taxicab Owners and Taxicab Operators By-Law, By-Law #1050-16-01.

The Town Clerk then read the By-Law for the 3rd time by title and the Deputy Mayor declared the By-Law duly enacted.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council have 1st Reading By Title of a By-Law to Amend Schedule “A” of a By-Law to Regulate Water, Sanitary and Storm Sewer Systems, By-Law #12-03-07. Motion carried.

The Town Clerk then read the By-Law for the 1st time by title.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council have 2nd Reading By Title of a By-Law to Amend Schedule “A” of a By-Law to Regulate Water, Sanitary and Storm Sewer Systems, By-Law #1203-10-07. Motion carried.

The Town Clerk then read the By-Law for the 2nd time by title.

Councillor Ryan informed Council that she recently received an email from a retired teacher who is involved in teaching English to immigrants in the community and that there is currently 17 people from different countries who live in the Sussex area who are taking English lessons.

The Deputy Mayor, members of Council, the CAO and the Town Clerk/Treasurer wished a Merry Christmas to the Council, citizens of the Town and Town staff, noting that they look forward to a prosperous 2017.

19th December, 2016

Deputy Mayor Carr noted that the next scheduled regular meeting of Council is scheduled for Monday, January 16, 2017.

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

.....
DEPUTY MAYOR CARR

.....
TOWN CLERK