

20th February, 2017

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 20th day of February, 2017, 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, Milner and Boyle. 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 as amended. Motion carried. The agenda was amended by adding under item 6, Kiwanis Cheque Presentation.

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 Wilson, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on January 16, 2017, be approved. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that the minutes of the special meeting of the Town Council, of the Town of Sussex, held on February 9, 2017, be approved. Motion carried.

20th February, 2017

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve that a Pre-retiree (to age 65) Class be created and that the coverage be included in the Town's Health and Dental Insurance policy. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve that Shelley Scott be appointed the Town's Purchasing Agent effective February 27, 2017, at an annual salary of \$48,000.00. Motion carried.

Present at the Council meeting was Keri Marr, Administrator of the Kiwanis Nursing Home. His Worship Mayor Thorne made a presentation of a cheque for \$10,000.00 to Mrs. Marr and Deputy Mayor Carr who are co-chairs of the nursing home's capital renovations project representing the Town's 2017 commitment to the fundraising project.

Present at the Council meeting was Michael Sharp who made a presentation to Council on winter grooming of the town trail system for winter activities such as snow shoeing, cross country skiing and fat tire biking. Mr. Sharp would like to see the Sussex trail system be a four season trail. His presentation included photographs of what the City of Moncton is doing in Centennial Park and their trail system. Council agreed that this item be forwarded to the Community Services Department to investigate the possibilities for winter grooming of the trail system.

20th February, 2017

A letter was received from Stephen Covey, President of Operation Lifesaver informing Council that Rail Safety Week is being held April 24 to April 30, 2017.

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

Present at the Council meeting was Crystal Gray who made a presentation on an upcoming event to be held April 2, 2017, involving an NHL Alumni game at the 8<sup>th</sup> Hussars Sports Centre. Mrs. Gray talked about the benefits of past alumni games to the community at large and the local schools. She noted that up to \$50,000.00 has been raised for the community in the past two games and that up to \$10.00 of a \$20.00 ticket could go to users of the 8<sup>th</sup> Hussars Sports Centre. She noted that in the past the Town has contributed up to \$2,000.00 for the event and she is requesting that the Town make a \$2,000.00 donation to the 2017 event.

It was moved by Councillor Wilson, seconded by Councillor Milner, that the Town make a donation of \$2,000.00 to the event. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that the Fire Report for the month of January, 2017, be received as circulated. Motion carried.

During the month the Fire Department responded to 31 calls, with 15 calls originating within the Town of Sussex and 16 out of Town calls.

20th February, 2017

It was moved by Councillor Armitage, seconded by Councillor Boyle, that the Building Inspectors Report for the month of January, 2017, be received as circulated. Motion carried.

The report indicated that during the month the Building Inspector issued 8 permits for renovations, repairs, alterations and additions for a value of \$385,900.00.

It was moved by Councillor Boyle, seconded by Councillor Milner, that the Development Officer's Report for the month of January, 2017, be received as circulated. Motion carried.

The report indicated that during the month the Development Officer approved 1 Building Location Surveys.

It was moved by Councillor Deputy Mayor Carr, seconded by Councillor Boyle, that the minutes of the Planning Advisory Committee meeting held on February 8, 2017, 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 February 16, 2017, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the amended Policy CS-17: Schedule A1-Programs. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the quotation of \$1,197.00 from the Royal Canadian Mint to provide 60 pure silver Spirit of Canada coins to be

20th February, 2017

used as gifts/tokens of appreciation for the 26<sup>th</sup> Annual Volunteer Recognition Reception/Youth Citizenship Awards. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that Council authorize the Administration to submit an application requesting \$15,000.00 under the Canadian Heritage Canada 150 Fund in support of the planned Sussex Summer Fest event. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve to display a Lynx armoured vehicle adjacent to the Sussex Visitor Information Centre. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve sponsorship in the amount of \$1,000.00 in support of the Sussex Skating Club annual ice show. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council authorize the proposed 2017 Cruise Night program with the same conditions as 2016. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council authorize the Administration to secure an auction item for the Poley Mountain Annual Charity Dinner and Auction. Motion carried.

It was moved by Councillor Armitage, seconded by Deputy Mayor Carr, that Council approve the changes to the Community Services Maintenance Level I and II Job Descriptions. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Boyle, that Council approve the agreement between the Arts and

20th February, 2017

Culture Centre of Sussex Inc. and the Town of Sussex for the lands and premises at 12 and 14 Maple Avenue and authorize the Mayor and Town Clerk to sign the agreement on behalf of the town. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Wilson, that the report of the Economic Development & Long Range Planning Committee Meeting, dated February 14, 2017, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that the report of the Works Committee Meeting, dated February 14, 2017, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Nelson, that Council approve the change in the RSC8 billing module to a quarterly billing cycle for a one year trial period. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve that Mr. Butcher attend the NBBOA training course in Fredericton from March 20 to 23, 2017. Motion carried.

It was moved by Councilor Wilson, seconded by Councillor Milner, that Council approve the updated job descriptions for the following positions; Subforeman (Water & Wastewater), Subforeman (Operations), Water & Sewer Technician, Water & Sewer Maintenance, Utility, Equipment Operator 1, Equipment Operator 2, Mechanic and Labourer. Motion carried.

20th                      February, 2017

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that the report of the Protective Services Committee Meeting, dated February 15, 2017, be received as circulated. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve a purchase of \$2,000.00 of materials for the Fire Chief's office renovations and that volunteer firefighters may act as general contractors to carry out this work for their hourly fire rate. Motion carried.

It was moved by Councillor Deputy Mayor Carr, seconded by Councillor Milner, that Council approve the equipment purchases totaling \$15,703.32, HST included, as follows.

<b>Vendor</b>	<b>Price</b>	<b>HST</b>	<b>Total</b>
Aero Fire	\$1,126.30	\$168.95	\$1,295.25
Mic Mac Fire Safety Source	\$3,750.00	\$562.50	\$4,312.50
Mic Mac Fire Safety Source	\$500.00	\$75.00	\$575.00
Mic Mac Fire Safety Source	\$350.00	\$52.50	\$402.50
Mic Mac Fire Safety Source	\$1,101.60	\$165.24	\$1,266.84
Cumings Fire and Safety Source	\$1,200.00	\$180.00	\$1,380.00
Cumings Fire and Safety Source	\$888.00	\$133.20	\$1,021.20
Fleetwork	\$1,155.16	\$173.27	\$1,328.43
Spartan Fitness	\$1,678.00	\$251.70	\$1,929.70
Terra Consultants Ltd.	\$1,157.00	\$173.55	\$1,330.55
Terra Consultants Ltd.	\$749.00	\$112.35	\$861.35
<b>TOTALS</b>			<b>\$15,703.32</b>

Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the report of the Administration Committee meeting dated February 16, 2017, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve that CAO Hatcher attend the On the Road to Asset

20th February, 2017

Management Seminar at the Fredericton Inn & Convention Centre on February 22 and 23, 2017, and that the Town Clerk/Treasurer attend on February 23, 2017. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve for payment accounts for the month of January, 2017, totaling \$442,578.97. Motion carried.

Councillor Milner commented on the report of the economic benefits of ATVing in Canada and thanked the Council for their continuing support of gaining ATV access to commercial establishments in Town.

Councillor Armitage noted the tremendous value to the community of volunteers who are involved in many different aspects of the local community.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, March 20, 2017.

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