

18th April, 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 Tuesday, the 18th day of April, 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 Armitage, seconded by Councillor Milner, that the agenda for this regular Town Council meeting be approved as amended. Motion carried. The agenda was amended by adding under Item 6, Delegation, Petition and Correspondence A) Janet Higgins, Lyme NB.

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 March 20, 2017, be approved. Motion carried.

A letter was received from Janet Higgins, President of Lyme NB, informing Council that the month of May is recognized as Lyme Awareness Month in Canada.

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

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It was moved by Councillor Nelson, seconded by Councillor Ryan, that the Fire Report for the month of March, 2017, be received as circulated. Motion carried.

During the month the Fire Department responded to 17 calls, with 8 calls originating within the Town of Sussex and 9 out of Town calls.

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

The report indicated that during the month the Building Inspector issued 17 permits for renovations, repairs, alterations and additions for a value of \$140,200.

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

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

It was moved by Deputy Mayor Carr, seconded by Councillor Armitage, that the minutes of the Planning Advisory Committee meeting held on April 12, 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 April 10, 2017, be received as circulated. Motion carried.

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It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the interest from the J.D. O'Connell fund be used to support the children's activities scheduled for July 1<sup>st</sup> celebrations. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the following parade route for the July 1<sup>st</sup> celebrations:

Commencing in the Walmart parking lot at 3:00pm; thence onto Main Street; thence along Main Street to Queen Street; thence along Queen Street to Broad Street; thence along Broad Street bearing right onto Main Street; thence along Main Street to Leonard Drive; thence along Leonard Drive turning onto Perry Street.

Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council authorize the Mayor and Town Clerk to sign the MOU concerning the hosting of the NB 55+ Games with the Town of Hampton Regional Leisure Services Committee and the Town of Sussex. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve the Sussex Skating Club to park cars at O'Connell Park during the Flea Market and Atlantic International Balloon Fiesta events in 2017. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council accept the quotations for the Sports Centre kitchen Upgrade as follows: that item #1 be awarded to IFood Equipment for a

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total cost of \$3,563.85, HST included; Items #2,3,6,7,8 and 9 be awarded to Summertime Industries for a total cost of \$4,473.50, HST included; and items #4,5,10 and 11 be awarded to Cameron Restaurant Equipment for a total cost of \$2,355.20, HST included. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council accept the quotation of \$3,782.35, HST included, from Halifax Seed for the purchase of 30 tons of clay infield material for Carr Field. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council accept the quotation of \$2,875.00, HST included, from Kingsco Transport to ship 30 tons of clay infield material from Ontario to Sussex. 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 April 11, 2017, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the report of the Works Committee Meeting, dated April 11, 2017, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council accept the proposal dated April 4, 2017, from Dillon Consulting Ltd. for design, tendering and construction phase engineering services for the 2017 Designated Highway Program work on Leonard Drive and Eveleigh Street. Motion carried.

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It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council approve that the Mayor and Town Clerk/Treasurer be authorized to sign the necessary agreement documents with Dillon Consulting on behalf of the town. Motion carried.

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

It was moved by Councilor Boyle, seconded by Councillor Milner, that Council approve the bid submitted by Alantra Leasing Inc. for the 16 week rental of a 13'x40' trailer in the amount of \$4,278.00; delivery, installation and HST included. Motion carried.

Councillor Wilson returned to the Council Chamber from his conflict of interest.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve the award of item #1, 3 & 5 to E.J. Cunningham Ltd. and approve the award of item #2, 4 & 6 to Sussex Excavators (2010) Ltd. for Quotation T-06-17: Gravel. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve the award of items #1 through #8 to Sussex Excavators (2010) Ltd. and the award of items #9 and #10 to E.J. Cunningham Ltd. for Quotation T-07-17: Vehicle/Equipment Rental. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Carr, that Council approve that Kris Butcher be engaged with the Town of Sussex in the position of Public Works Director effective April 17,

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2017, after successfully completing his probationary period. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that the report of the Protective Services Committee Meeting, dated April 10, 2017, be received as circulated. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve that four members of the Sussex Fire Department may attend the FDIC Atlantic Conference in Wolfville, NS from June 2 to June 4, 2017, which would cost \$1,150.00 in registration fees plus meals and travel. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve Fire Chief Lowe may attend the annual NBAFC Convention in Fredericton from May 26 to May 28, 2017, for a total cost of \$892.84 which includes registration, accommodations, meals and travel. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve that T-08-17: Firefighters Protective Clothing be awarded to Micmac Fire & Safety Source as the lowest bidder meeting the required specifications for a total of \$13,869.00, HST included. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve the following parade routes for the 2017 Graduation activities with the direction of policing services for the Prom Parade and the Graduation Ceremony Parade:

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**Baccalaureate Service** scheduled for Sunday, June 18th, commencing at 6:15 PM with the following sidewalk parade route:

- commencing with SRHS or district delegation escorted by the Sussex Fire Department beginning at the SRHS parking lot entrance.
- thence along Leonard Drive to the 8th Hussars Sports Centre entrance road, transitioning at this location to the sidewalk on the west side of Leonard drive.
- thence on Leonard Drive sidewalk onto Main Street sidewalk.
- thence from Main Street sidewalk turning right onto Western Street
- thence from Western Street sidewalk turning left onto Summit Avenue
- thence along Summit Avenue sidewalk and ending at the Kingswood Chapel parking lot.

**Prom Parade** scheduled for Tuesday, June 20th, commencing at 6:30 PM with the following parade route:

- commencing at the 8th Hussars parking lot,
- thence from the 8th Hussars parking onto Leonard Drive
- thence along Leonard Drive and ending at the Sussex Regional High School.

**Graduation Ceremony** parade scheduled for Thursday, June 22nd, commencing at 6:45 PM with the following parade route:

- commencing at the Sussex Regional High School
- thence from the Sussex Regional High School onto Leonard Drive
- thence along Leonard Drive and ending at the 8th Hussars Sports Centre.

Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Milner, that the report of the Administration Committee meeting dated April 12, 2017, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve the appointment of the firm of Turnbull & Kindred as the Town's 2017 auditor. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve a 2017 scholarship of \$500.00 from the Ranger's Trust Agreement to a 2017 graduate student of Sussex Regional High School that is entering a University Program. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve the payment to FCM for a contribution to the legal defense fund in the amount of \$114.05, HST included. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Armitage, that Council approve that the Town Clerk/Treasurer, Paul Maguire, may attend the annual Association of Municipal Administrators Conference in Saint John from June 7 to June 9, 2017, for a fee of \$340.00; and that the Town Clerk/Treasurer, Paul Maguire, and Tara Olesen may attend the pre-conference Municipal Clerks Conference on Tuesday, June 6, 2017 for a fee of \$50.00 each. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve an additional expenditure for Canada Day fireworks for an amount of \$1,500.00, HST included. Motion carried.



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It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that Council approve that the Mayor and the Town Clerk/Treasurer execute the developers agreement on behalf of the Town between the Town and 626952 New Brunswick Ltd. for the lands located off Magnolia Avenue. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council engage Mrs. Shannon Graham as the Secretary/Accounts Payable Clerk effective May 4, 2017, with an annual salary of \$33,560.00 subject to a three month probationary period. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council approve for payment accounts for the month of March, 2017, totaling \$637,806.05. Motion carried.

Deputy Mayor Carr commented on the recent tragic accidental death of Therese Richard in Dieppe and noted that she will be missed by the Sussex community.

Councillor Ryan reminded the Council of the First Annual Multicultural Fair to be held Thursday, April 27<sup>th</sup>, at the Sussex Regional High School.

His Worship Mayor Thorne inquired of the CAO when the citizens of the Town could expect the annual repair of the pot holes that have been created over the winter season. The CAO informed Council that he has been in contact with Brown's Paving who have a target date of May 1<sup>st</sup> to open their plant and have hot mix available

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and that until then the Town will continue to use cold patch on the pot holes.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, May 15, 2017.

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