

# Town of Sussex

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Minutes of Meeting of Council held this

15th day of May, 2017

A.D.,

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 15th day of May, 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 and Milner. Councillor Boyle 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 Ryan, seconded by Councillor Armitage, that the agenda for this regular Town Council meeting be approved as amended. The agenda was amended by adding 6(c) Kings County Wheelers. Motion carried.

Councillor Armitage declared a conflict of interest on item 6(a) on the agenda.

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 April 18, 2017, be approved. Motion carried.

Councillor Armitage 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.

A rezoning application for the property at 15 Cedar Avenue was received to rezone the property from an R3 zone to a zone permitting a Salon & Spa and a residential unit.

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Present at the meeting were the proposed buyers of the property, Jackie McBride and Pam Raymond, who addressed Council on the rezoning application.

It was moved by Councillor Ryan, seconded by Deputy Mayor Carr, that the rezoning application for 15 Cedar Avenue be denied. Motion carried.

Councillor Armitage returned to the Council Chambers from her conflict of interest.

Present at the Council meeting were Andrea Davis-Hourihan and Lauren MacDonald from RSC-8. The presentation was an update on the 3 Stream Separating System that is scheduled to be introduced in the fall of 2017 for residential solid waste management in RSC-8, the launch date is scheduled for September 18, 2017.

Ms. MacDonald explained that the 3 Stream System will extend the life cycle of a landfill cell and that the system should also help stabilize the tipping fees at the site. It was noted that there will be an extensive educational program on the new system over the summer months leading up to the September 18, 2017, launch.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council permit the Kings County Wheelers to hold the 1<sup>st</sup> Annual Tour de Sussex on Saturday, May 27, on the route outlined in their correspondence and that they provide to the Town a certificate of insurance naming the town as a co-insured for the event. Motion carried.

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

During the month the Fire Department responded to 16 calls, with 12 calls originating within the Town of Sussex and 4 out of Town calls.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the Building Inspectors Report for the month of April, 2017, be received as circulated. Motion carried.

The report indicated that during the month the Building Inspector issued 13 permits for renovations, repairs, alterations and additions for a value of \$98,100.00.

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

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

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that the minutes of the Planning Advisory Committee meeting held on May 10, 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 May 8, 2017, be received as circulated. Motion carried.

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It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council authorize the Community Services Director and Town Clerk to sign the Special Occasion Permit Application for the Ellen Tour de Sussex Memorial Bike Event on behalf of the Town, as the owner of the premises. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council authorize the Mayor and Town Clerk to sign the Heritage Canada Grant agreement in support of the Sussex Summerfest event on behalf of the Town. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council accept the bid of \$1,706.60, HST included, from Go-Go Gymnastics to provide bouncy castles and face painting for the New Brunswick Day celebrations. Motion carried.

It was moved by Councillor Armitage, seconded by Deputy Mayor Carr, that Council approve the request from the Sports Wall of Fame committee for a \$500.00 donation in support of their induction ceremonies. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve to submit a bid subject to an agreement with Sussex Minor Hockey to form the Host Committee for the Day of Champions 2018-2019; and to offer the same sponsorship of \$3,000 for each year upon request of same, following the event each year. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that Council approve that the Community Services Director

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attend the Tourism NB Information Session hosted by the Department of Tourism, Heritage and Culture in Saint John on May 18, 2017, on behalf of the Town. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Wilson, that Council approve that three HP ProDesk 600 G2 computers be purchased from BrunNet for a total of \$1,828.50, HST included. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Nelson, that Council approve that office furniture for the library be purchased from Office Interiors for a total of \$2,862.06, HST included. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan, that Council approve that the fees for Cheerleading in Policy CS-17: Recreation User Fees – Schedule A1 Programs be amended as presented. Motion carried.

It was moved by Councillor Nelson, seconded by Councillor Wilson, that the report of the Economic Development & Long Range Planning Committee Meeting, dated May 9, 2017, be received as circulated. Motion carried.

It was moved by Councillor Nelson, seconded by Councillor Milner, that Council authorize the Mayor and Town Clerk to sign the Offer of Assistance from the Regional Development Corporation in the amount of \$70,000. Motion carried.

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It was moved by Councillor Nelson, seconded by Councillor Wilson, that Council authorize the Mayor and Town Clerk to execute the ACOA Client Agreement for project 210057 and ACOA funding in the amount of \$92,500. Motion carried.

It was moved by Councillor Nelson, seconded by Councillor Milner, that Council authorize the Mayor and Town Clerk to complete, sign and setup the pre-authorized debit/direct deposit for the ACOA and RDC funding projects. Motion carried.

It was moved by Councillor Nelson, seconded by Councillor Wilson, that Council approve the mural maintenance budget submitted by Artisan Fred Harrison with the amounts as quoted by Mr. Harrison. The Committee also authorizes the additional option to completely repair the bottom tier of the Mrs. Dunsters mural. The Town will also engage a carpenter to assist Mr. Harrison in removing and replacing/installing the new media. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that the report of the Works Committee Meeting, dated May 9, 2017, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that Council pay the claim from the Bell Canada insurance adjusters in the amount of \$3,233.14 for the Town's vehicular damage to a telephone pole near Shoppers Drug Mart in March of 2016. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve the quote of \$4,656.76, HST included,

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from Lumicrest Lighting Solutions Inc. for interior lighting at the Arts & Culture Centre. Motion carried.

It was moved by Councilor Wilson, seconded by Councillor Nelson, that Council approve the quote of \$1,121.90, HST included, from Sussex Rent All for the monthly rental of a zero turn mower. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Nelson, that Council approve the quote of \$34,798.87, HST included, from Four Seasons Sports Ltd. for the 2017 pavement line painting. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Ryan, that the report of the Protective Services Committee Meeting, dated May 8, 2017, be received as circulated. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve that four members of the Fire Department attend the Beyond Hoses and Helmets course on May 13 and 14, 2017, in Moncton for the total price of \$801.72. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve that the Fire Chief, Harold Lowe, attend the NBEMO course on May 23 and 24, 2017, in Fredericton for a total cost of \$821.20. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve that four members of the Fire Department attend the Car Seat Installation course on June 17, 18 and

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24, 2017, for the total cost of \$786.10 including registration, mileage and meals. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve Gagnon Overhead Door Ltd. to supply and install the overhead door controller for Pump 2's door in the amount of \$2,224.10, HST included. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve the purchase of office furniture/work station for the Fire Station be purchased from Office Interiors including delivery and installation, for a cost of \$3,817.12, HST included. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Wilson, that Council approve the revised Policy #6-003: Sussex Fire Department Honor Guard. Motion carried.

It was moved by Deputy Mayor Carr, seconded by Councillor Nelson, that Council approve the following bike route for the MS Society of Canada Bike Tour;

- *“commencing at the Golden Jubilee Hall on Perry Street;*
- *thence along Perry Street to Leonard Drive;*
- *thence along Leonard Drive to Main Street;*
- *thence along Main Street to Highway Access Road, Route 121;*
- *thence along Highway Access Road to the Town Boundary;*
- *and return in reverse the following day”.*

Motion carried.



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It was moved by Deputy Mayor Carr, seconded by Councillor Milner, that Council approve the following Antique Tractor Parade route;

- *“the parade route to commence in the parking lot of the 8<sup>th</sup> Hussars Sports center*
- *thence along Leonard Drive from the entrance of the Sports Center 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 Center entrance; and;*
- *thence along the driveway from the entrance of the Sports Center to the Sports Center Parking Lot.”*

Motion carried.

It was moved by Councillor Ryan, seconded Deputy Mayor Carr, that the report of the Administration Committee meeting dated May 10, 2017, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council approve the Town Clerk to establish the Tax Free Savings Account (TSFA) option to be added to the Town’s Pension Plan to replace the Canada Savings Bond Program, participation in the program will be voluntary by the employee. Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the Town Clerk to renew the Firefighter's Accident and Sickness Insurance Policy and that Council provide a grant of \$2,565.00 for the annual premium amount to the Sussex Firefighter Association. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve the time, date and place of a Public Hearing to hear the amendment to the terms and conditions of By-Law 1350-10-10 as June 15, 2017 at 6:00pm, and to place appropriate advertising to facilitate the public hearing for the property located at 368 Main Street. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve the purchase of the invitations for the 2017 SRHS Grad Ceremony up to \$600.00, with the condition that the Town Crest be included on the back side of the invitations. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council approve for payment accounts for the month of April, 2017, totaling \$215,940.40. Motion carried.

Council congratulated Councillor Ryan on receiving her certificate in Human Resource Management from UNB.

Mayor Thorne remarked on the outstanding dinner theatre performance recently put on by the Sussex Corner Elementary School.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, June 19, 2017.

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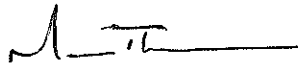
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It was moved by Councillor Milner, seconded by Deputy Mayor Carr, that this regular meeting of the Town Council, of the Town of Sussex adjourn. Motion carried.



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MAYOR THORNE



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TOWN CLERK