

Town of Sussex

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Minutes of Meeting of Council held this

21st day of August, 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 Monday, the 21st day of August, 2017, at 7:00 o'clock in the evening.

The following members of the Council were present: His Worship Mayor Thorne; Councillors Ryan, Wilson, Armitage, Nelson and Milner. Deputy Mayor Carr and Councillor Boyle were 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 Nelson, 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 Milner, seconded by Councillor Ryan, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on July 17, 2017, be approved. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the minutes of the special meeting of the Town Council, of the Town of Sussex, held on August 17, 2017, be approved. Motion carried.

A letter was received from Carol Finnamore congratulating the Town on providing a wonderful family event celebrating New Brunswick Day.

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It was moved by Councillor Ryan, seconded by Councillor Milner, that the letter from Carol Finnamore be filed. Motion carried.

A letter was received from the Minister of Families and Children informing Council that October 1st to 7th is the 7th Annual Wellness Week in New Brunswick.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the letter from Minister Stephen Horsman be filed. Motion carried.

A letter was received from Dave Thomas, president of Coach NB, informing Council that National Coach's Week is September 23rd to 30th.

It was moved by Councillor Wilson, seconded by Councillor Milner, that the letter from President Thomas of Coach NB be filed. Motion carried.

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

During the month the Fire Department responded to 9 calls, with 5 calls originating within the Town of Sussex and 4 out of Town calls.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the Building Inspectors Report for the month of July, 2017, 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 \$375,900.

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

The report indicated that during the month the Development Officer approved 2 Building Location Surveys and 1 Tentative Amending Subdivision Plan.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the minutes of the Planning Advisory Committee meeting held on August 9, 2017, 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 14, 2017, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council approve that the Community Services Director attend the Recreation New Brunswick Fall Conference being held in Fredericton from October 18th to 20th, 2017, on behalf of the Town. Motion carried.

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

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council authorize the Mayor and Town Clerk to sign the NB Tourism Guide 2018 agreement on behalf of the Town and to approve the purchase of a ½ page ad in the 2018 NB Tourism Guide for a fee of

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\$6,158.25, HST included, 50% payment to be made in the fall of 2017 and 50% payment to be made first quarter of 2018. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council approve the purchase of fencing panels and cradle from Outfront Portable Solutions for a fee of \$7,256.50, HST included. 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 August 15, 2017, be received as circulated. Motion carried.

It was moved by Councillor Nelson, seconded by Councillor Wilson, that Council authorize the Mayor and the Town Clerk to execute the agreement amendment approved under the ACOA Business Development Program for year 2 of the Economic Development Program. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Armitage, that the report of the Works Committee Meeting, dated August 15, 2017, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Nelson, that Council approve the quotation of \$2,771.50, HST included, from BSM Technologies Ltd. for the installation of hardware and the activation fees for 2 automatic vehicle locators, as well as the \$128.14 monthly subscription service fee, HST included. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve the Amending Subdivision Plan Parkview

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Lane Development for the Magnolia Avenue Development prepared by Fulton Surveys (2004) Ltd. and authorize the Town Clerk/Treasurer to sign the plan on behalf of the Town of Sussex. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Ryan, that the report of the Protective Services Committee Meeting, dated August 14, 2017, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council accept the three recruitment recommendations from the Sussex Fire Department; Mike Doyle, Nick West and Cole Younker. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve the adoption of the SOG #2-022, Low Angle Rope Rescue that has been developed by some officers and been through the process of readings through the chief officer, officers and membership. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve the adoption of SOG #6-01, Discipline Procedure that has been revised to reflect the Town of Sussex's Employee Discipline (P7) policy. This revision has been through the process of readings through the chief officers, officers and membership. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner, that Council approve the Kingswood University Subdivision 17-1, Summit Avenue, which includes an exchange of lands between Kingswood University and the Town of Sussex and authorizes the

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Town Clerk to sign the subdivision plan on behalf of the Town. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that the report of the Administration Committee meeting dated August 17, 2017, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council accept the draft resolution to the Municipal Capital Borrowing Board Authority. Motion carried.

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

<u>Recreation and Cultural Services</u>		
Leonard's Gate Project- Public Area & Structure	\$309,000	10 years
<u>Transportation Services</u>		
Storm Drainage Improvements	\$83,000	10 years
Asphalt Resurfacing	\$67,000	10 years
Sidewalk and Curb & Gutter	\$57,000	10 years
Streetscape Improvement	\$146,000	10 years
Vehicle (Works Officer/Building Inspector)	\$36,000	5 years

Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve the Back to School advertising spot with CJCW for \$229.00 for 2017. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve Shannon Graham in the position of Secretary/Accounts Payable Clerk, effective August 10, 2017. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve that the Town commit an additional one and a half (1 ½) cents per one hundred (100) dollars of property assessment, which would bring the Town's total commitment to two and a half (2 ½) cents per one hundred (100) dollars of property assessment, to be used towards any annual operating deficit for the budget of the centre and that the increase in contribution be conditional on all participating municipal and local service districts increasing their contribution by the same amount. Motion carried.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, September 18, 2017.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that Council approve for payment accounts for the month of July, 2017, totaling \$484,923.35. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council have Second Reading by Title of a By-Law to Regulate Collection, Storage and Disposal of Solid Waste and Other Material, By-Law #200-17. Motion carried.

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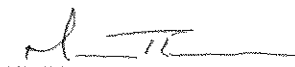
A.D.,


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

Councillor Ryan thanked the Council and staff for their support that they have given to the Board of the Fundy Civic Centre over the last three months.

Councillor Armitage updated Council on her recent attendance at a UMNB board meeting where she represented this zone as an alternate board member.

It was moved by Councillor Ryan, 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