

Town of Sussex

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Minutes of Meeting of Council held this

23rd day of October, 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 23rd day of October, 2017, at 7:00 o'clock in the evening.

The following members of the Council were present: His Worship Mayor Thorne, Deputy Mayor Wilson; Councillors Ryan, Armitage, Nelson, Milner and Boyle. Councillor Carr 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 Deputy Mayor 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 Armitage, seconded by Councillor Nelson, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on September 18, 2017, be approved. Motion carried.

It was moved by Councillor Boyle, seconded by Deputy Mayor Wilson, that the minutes of the special meeting of the Town Council, of the Town of Sussex, held on September 18, 2017, be approved. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Boyle, that the minutes of the special meeting of the Town Council, of

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the Town of Sussex, held on September 26, 2017, be approved. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Wilson, that the minutes of the special meeting of the Town Council, of the Town of Sussex, held on October 11, 2017, be approved. Motion carried.

Present at the Council meeting were members of the Communities in Bloom Committee. Joan Routledge, chairperson of the committee, informed Council that the Town of Sussex received a 5 Leaves- Gold rating and a special mention for the Co-Op Community Garden during the 2017 National/International Symposium and Award Ceremonies in Ottawa-Gatineau, National Capital Region, and the Town was presented with the award.

Mrs. Routledge inquired where the town would like to see the committee move in next year's competition and the level of the commitment of the Town towards the possibility of the committee entering an international category. After a discussion on the various options available, the Council invited the Communities in Bloom Committee to the November Community Services Committee meeting to review and set the objectives and guidelines for the 2018 Communities in Bloom program.

The Council reviewed the 2018 Downtown Business Association budget. The Town Clerk informed the Council that the budget is presently being advertised and that a Hearing of Objections for the budget is scheduled for the November Council agenda.

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Present at the Council meeting was Robert Fawcett of JDI Ltd. who made a presentation to Council on the early intervention program to help protect the forests from a devastating spruce budworm outbreak. Mr. Fawcett explained the partnership that exists between J.D. Irving, Forest NB, Forest Nova Scotia and the federal government. A video and slide show was presented on the program and the devastation that a large spruce budworm outbreak will cause. The partnership is encouraging citizens to contact their Member of Parliament to support the ongoing program and to continue the government's financial support.

It was moved by Deputy Mayor Wilson, seconded by Councillor Armitage, that correspondence be sent to the local Member of Parliament and the Natural Resources Minister under the mayor's signature requesting the continued federal government's funding support for this important program. Motion carried.

The Council received correspondence from the Government of New Brunswick on the New Brunswick Age-Friendly Recognition Program. The Council agreed to place this information on the Town website to gauge the interest in the community for this program.

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

During the month the Fire Department responded to 20 calls, with 7 calls originating within the Town of Sussex and 13 out of Town calls.

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

The report indicated that during the month the Building Inspector issued 21 permits for renovations, repairs, alterations and additions for a value of \$356,700.

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

The report indicated that during the month the Development Officer approved 3 Building Location Surveys, 1 Tentative Amending Subdivision Plan, and 1 Amending Subdivision Plan.

It was moved by Councillor Nelson, seconded by Councillor Armitage, that the minutes of the Planning Advisory Committee meeting held on October 11, 2017, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Deputy Mayor Wilson, that Council have a Reading in Its Entirety of the Municipal Plan By-Law Amendment, By-Law #704-10-22. Motion carried.

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

It was moved by Councillor Ryan, seconded by Deputy Mayor Wilson, that Council have Third Reading by Title of the Municipal Plan By-Law Amendment, By-Law #704-10-22. Motion carried.

The Town Clerk then read the By-Law for the third time by title and His Worship Mayor Thorne declared the By-Law duly enacted.

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It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council have a Reading in Its Entirety of the Zoning By-Law Amendment, By-Law #1350-10-27. Motion carried.

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

It was moved by Councillor Boyle, seconded by Councillor Nelson, that Council have Third Reading by Title of the Zoning By-Law Amendment, By-Law #1350-10-27. Motion carried.

The Town Clerk then read the By-Law for the third time by title and His Worship Mayor Thorne declared the By-Law duly enacted.

It was moved by Councillor Armitage, seconded by Deputy Mayor Wilson, that the report of the Community Services meeting, dated October 16, 2017, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Deputy Mayor Wilson, that Council authorize the Mayor and the Town Clerk to execute the ACOA Agreement Amendment on behalf of the Town. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council authorize the Mayor and the Town Clerk to sign the agreement on behalf of the Town and AX Arts and Culture Centre for the construction of a dormer. Motion carried.

It was moved by Councillor Armitage, seconded by Deputy Mayor Wilson, that Council engage PLC for an alternative compliance review of the Leonard's Gate tender drawings at a quoted price of \$3,450.00, HST included. Motion carried.

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It was moved by Councillor Armitage, seconded by Deputy Mayor Wilson, that Council approve the request from the 8th Hussars Museum to close the outside lane of Broad Street from St. George Street intersection to the parking lot past the Visitor Information Centre on October 21, 2017, from 8:00am to 1:00pm for the Association of the 8th Canadian Hussars Inc. Annual General Meeting and Reunion 2017 event. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Milner, that Council approve the purchase of a Nobles Walk Behind 15" Scrubber with a lithium battery from Cameron Restaurant Equipment/Big Eric's for a cost of \$6,002.82, HST included. Motion carried.

It was moved by Councillor Boyle, seconded by Deputy Mayor Wilson, that the report of the Economic Development & Long Range Planning Committee Meeting, dated October 17, 2017, be received as circulated. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that the report of the Works Committee Meeting, dated October 17, 2017, be received as circulated. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council approve the following resolution:

"Be it resolved that the Town Of Sussex directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for development of an Asset Management Plan.

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Be it therefore resolved that the Town Of Sussex commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program."

Activity 1: Draft a basic set of objectives that will guide the development of our asset management system and define the expected asset management system benefits and outcomes.

Activity 2: Improve quality and organization of existing asset inventory database by surveying location of key attributes and completing a condition assessment to assign a quality rating to each asset. The primary asset categories for this phase of the plan will include transportation, water, sanitary and storm assets.

Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council engage Justin Henry as the Water & Sewer Maintenance Man effective November 6, 2017, at the rate of pay as outlined in the Collective Agreement between the Town of Sussex and C.U.P.E Local 2163. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council engage John Bell as a Temporary Labourer effective October 26, 2017 through March 31, 2018, at the rate of pay as outlined in the Collective Agreement between the Town of Sussex and C.U.P.E. Local 2163. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council award Tender 172868.00 to the low bidder, Sussex Excavators (2010) Ltd., with the adjustment in the scope of work and award the tender in the amount of \$562,102.75, HST included, conditional on a reduction in the approved contingency amount of this contract by \$18,800.00, HST included, and the deletion of installation of

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the trees from the scope of work in an amount of \$5,750.00, HST included. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Nelson, that the report of the Protective Services Committee Meeting, dated October 16, 2017, be received as circulated. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Ryan, that Council approve the following outlined parade route to the Cenotaph for the November 11, 2017 ceremony beginning at 10:15am:

- "Commencing in the parking lot of the Royal Canadian Legion on Magnolia Avenue;
- thence along Magnolia Avenue from the Royal Canadian Legion parking lot to Main Street;
- thence along Main Street from Magnolia Avenue to the intersection of Main Street and Broad Street;
- thence along Broad Street to the Cenotaph;
- thence, after the Ceremony at the Cenotaph, parade from the Cenotaph to Main Street;
- thence along Main Street from Broad Street to Magnolia Avenue;
- thence along Magnolia Avenue from Main Street to the parking lot of the Royal Canadian Legion."

This parade will be accompanied by the Town of Sussex Fire Department.

Motion Carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council approve the purchase of the Epson Powerlite 955W Projector including a Quick Wireless USB key, surge suppressor and ceiling mount bracket from TechXperts as the lowest bidder meeting the requirements for a cost of \$1,828.00, plus HST, and installation cost of \$599.00, plus HST, for the EOC. Motion carried.

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It was moved by Deputy Mayor Wilson, seconded by Councillor Nelson, that Council approve the quote received from AJW Mechanical Ltd. for T-12-17 Fire Department Heating/Cooling system for the amount of \$18,966.95, HST included. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council approve the quote for T-14-17 Rescue Air Bags & Controller to MicMac Fire & Safety Source for \$11,224.00, HST included. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Armitage, that Council approve the quote for T-15-17 Washer-Extractor received from Harco Co. Ltd. for \$12,188.85, HST included. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council approve the purchase of 4 Task Force Tips Thunderfog Nozzle, 1.5' NPSH, Select Gallonage with pistol grip from MicMac Fire & Safety Source for \$4,899.00, HST and freight included. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council approve that four officers attend the Fire Up Your Leadership seminar in Debert, NS, for an estimated price of \$1,687.20. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Milner, that Council approve that Chief Lowe attend the 2017 ELG Fire Conference on November 25 and 26, 2017, in Fredericton for an estimated price of \$350.60. 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 October 18, 2017, be received as circulated. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve Town Clerk/Treasurer Maguire attend the Staff Training Workshop for asset management which is scheduled for November 2, 2017 in Fredericton for a cost of \$99.00, plus HST. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that Council for the Town of Sussex directs that an appropriate By-Law be prepared to adopt a revised Zoning By-Law, that the By-Law be referred to the Planning Advisory Committee for their views, that the public notice requirements of the Community Planning act be fulfilled with respect to the proposed By-Law by setting a Council meeting of November 27, 2017 at 6:30pm in the Municipal Office, 524 Main Street, Sussex, NB, as the date, time and place for the Public Hearing of Consideration of objections to the proposed By-Laws. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council approve for payment accounts for the month of September, 2017, totaling \$765,390.87. Motion carried.

Councillor Milner informed Council on the successful visit by the Fox Sports Network to highlight the ATV trail operations in the Sussex area and to produce a show for the Fox TV Network.

Councillor Armitage updated Council on a Resilience Workshop that she attended on behalf of the Town. She noted that the speakers

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stressed that it is very important for EMO to be ahead of the curve in preparing for national disasters and that the municipalities will have to update and continue to invest in infrastructure with the increasing effects of climate change on municipal infrastructure.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, November 27, 2017.

It was moved by Councillor Ryan, seconded by Councillor Milner, 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