

Town of Sussex

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Minutes of Meeting of Council held this

17th day of May 2021

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 17th day of May, 2021, 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. Also present at this meeting were the Chief Administrative Officer Scott Hatcher, Town Clerk Tara Olesen and Town Treasurer Heather Moffett.

It was moved by Councillor Ryan, seconded by Councillor Milner, that the agenda for this regular Town Council meeting be approved as presented. 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 special meeting of the Town Council, of the Town of Sussex, held on April 19, 2021, be approved. Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Milner, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on April 19, 2021, be approved. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Boyle, that the minutes of the special meeting of the Town Council, of the Town of Sussex, held on April 28, 2021, be approved. Motion carried.

A proclamation was received from the Heart & Stroke Association of New Brunswick noting that June 2021 is Stroke Month. His Worship Mayor Thorne read the proclamation.

It was moved by Councillor Milner, seconded by Councillor Ryan, that the Stroke Month proclamation be filed. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Nelson that the Fire Report for the month of April 2021 be received as circulated. Motion carried.

During the month the Fire Department responded to 24 calls, with 9 calls originating within the Town of Sussex and 15 out of town calls.

It was moved by Councillor Milner, seconded by Councillor Ryan, that the Building Inspector's Report for the month of April, 2021, be received as circulated. Motion carried.

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The report indicated that during the month there were 21 building permits issued consisting of 3 permits for new construction, and 18 permits for renovations, repairs, alterations and additions for a total value of \$615,406.

It was moved by Councillor Ryan, seconded by Councillor Wilson, that the Development Officer's Report for the month of April, 2021, be received as circulated. Motion carried.

The report indicated that during the month there was one Tentative Subdivision Plan, one Amending Subdivision Plan and one Tentative Amending Subdivision plan submitted for approval.

It was moved by Councillor Armitage, seconded by Councillor Nelson that that the minutes of the Planning Advisory Committee meeting held on May 12, 2021, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Deputy Mayor Wilson, that the report of the Community Services meeting, dated May 11, 2021, be received as circulated. Motion carried.

It was moved by Councillor Armitage, seconded by Deputy Mayor Wilson, that Council approve that Rebecca LaRush be contracted

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to perform maintenance on the murals for 2021 as per her proposal for a cost of \$7,950.00 inclusive of HST. Motion carried.

Councillor Armitage noted that the successful bidder for the baby barn deemed surplus under tender T-03-21 has declined the purchase of the barn. It was moved by Councillor Armitage, seconded by Deputy Mayor Wilson, that Council approve the sale of one surplus baby barn to Robert Scott for a price of \$200 plus HST for Tender T-03-21. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Ryan that Council engage TNT Construction to supply and install awnings and to remove a section of countertop at the comfort station for a cost of \$4,600 inclusive of HST. Motion carried.

It was moved by Councillor Armitage, seconded by Councillor Nelson, that Council engage AJW Mechanical to supply and install a mini-split heat pump at the Visitor Information Centre for a cost of \$4,401.05, 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 May 11, 2021, be received as circulated. Motion carried.

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It was moved by Councillor Boyle, seconded by Councillor Milner that Council approve that the Town of Sussex participate in the MBS radio ad campaign showcasing Sussex as per the proposal for an amount of \$120.00 per week, plus HST to run between May 24, 2021 to September 30, 2021. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Ryan, that the report of the Works Committee Meeting, dated May 10, 2021, be received as circulated. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Ryan, that Council authorize Mayor Thorne to execute the National Disaster Mitigation Project Funding Sub-Contribution Agreement on behalf of the Town of Sussex. Motion carried.

It was moved by Deputy Mayor Wilson, seconded by Councillor Ryan, that Council approve the Phase 1 Subdivision Engineering Services drawing for the Coventry Walk Subdivision extension. Motion carried.

It was moved by Councillor Milner, seconded by Deputy Mayor Wilson, that the report of the Protective Services Committee Meeting, dated May 10, 2021, be received as circulated. Motion carried.

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It was moved by Councillor Milner, seconded by Councillor Nelson, that Council authorize the purchase of a 1/8-page business card sized colored advertisement in the New Brunswick Association of Fire Chiefs Annual Children's Fire Safety Booklet for the purchase price of \$255.00 inclusive of HST. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner that the report of the Administration Committee meeting dated May 13, 2021, be received as circulated. Motion carried.

Council Boyle declared a conflict on the next item and left the chambers for any and all discussion or decision on this topic.

It was moved by Councillor Ryan and seconded by Councillor Nelson that Council approve that the Town provide a grant for the annual premium amount of the Firefighters Accident and Sickness Insurance Policy to the Sussex Firefighters Association to be used towards the payment of the premium for accident and sickness insurance with Andrew MacDonald Insurance in the amount of \$2,565.00. Motion Carried.

Councillor Boyle returned to the council chambers from her conflict of interest.

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It was moved by Councillor Ryan, seconded by Deputy Mayor Wilson that Council approve that as of May 18, 2021, the Mayor and Town Treasurer, or in the absence or inability of the Town Treasurer, the Assistant Town Treasurer of the Town of Sussex be and is hereby authorized for and on behalf of the Corporation to negotiate with, deposit with or transfer to the Bank of Montreal all or any cheques or other items on behalf of the Corporation including entering into an agreement with the Bank to provide credit by way of a Corporate MasterCard Account either in writing or by rubber stamp.

That all cheques of the Corporation be drawn in the name of Corporation and signed on its behalf by Marc Thorne, Mayor and Heather Moffett, Town Treasurer, or in the absence or inability of the Town Treasurer, the Assistant Town Treasurer, Scott Hatcher. That all cheques be signed in writing by the Treasurer or Assistant Treasurer and the Mayor's signature be in writing or by the Mayor's signature stamp.

That Heather Moffett, Town Treasurer, or in the absence or inability of the Town Treasurer, the Assistant Town Treasurer, Scott Hatcher, is hereby authorized for and on behalf of the Corporation from time to time to receive from its said bank, the statement of

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account of the Corporation together with all relative vouchers and unpaid bills lodged for collection by the Corporation and all items returned unpaid or charged to the account of the Corporation, and are hereby authorized for and on behalf of the Corporation, to obtain from the said bank all or any other stock, bonds or any other securities held by the said bank in safekeeping or otherwise for account of the Corporation and give valid and binding receipts thereof and that this resolution be communicated to the said bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the said bank at which time the account of the Corporation is kept. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve to accept monies in lieu of lands for public purposes in addition to the walkway identified on the tentative subdivision plan and that council set the amount at \$19,750.00 or \$449.00 per developed lot excluding the first lot for Phase 1 Coventry Walk Extension. Motion carried.

It was moved by Councillor Ryan, seconded by Councillor Milner, that Council approve to authorize the release of \$1,500 in subdivision bonding for the Elizabeth Lane Subdivision. Motion carried.

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It was moved by Councillor Ryan, seconded by Councillor Nelson, that Council approve for payment accounts for the month of April 2021, totaling \$320,052.96. Motion carried.

Members of Council welcomed the new treasurer, Heather Moffett. Council expressed their appreciation for the opportunity to serve on Council for this extended term and conveyed their thanks to Councillor Ryan for her dedication and hard work. Councillor Ryan said that it has been an honor representing the citizens of the Town and a pleasure working with like-minded Council members who share her love for our community.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, June 21, 2021.

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.

The meeting was adjourned at 7:45pm.


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MAYOR THORNE


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TOWN CLERK