

Town of Sussex

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Minutes of Meeting of Council held this

16th day of August 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 16th day of August, 2021, at 7:00 o'clock in the evening.

The following members of the Council were present: His Worship Mayor Thorne, Deputy Mayor Armitage; Councillors Wilson, Holder, Nelson, Brenan, Milner and Boyle. Also present at this meeting were the Chief Administrative Officer Scott Hatcher, Town Treasurer Heather Moffett and Town Clerk Tara Olesen.

It was moved by Councillor Wilson, seconded by Deputy Mayor Armitage, 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 Nelson, seconded by Councillor Milner, that the minutes of the special meeting of the Town Council, of the Town of Sussex, held on July 15, 2021, be approved. Motion carried.

It was moved by Councillor Brenan, seconded by Deputy Mayor Armitage, that the minutes of the regular meeting of the Town Council,

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of the Town of Sussex, held on July 19, 2021, be approved. Motion carried.

Present at the Council meeting was Wendy Anderson, Chairperson of the Communities in Bloom Committee. Ms. Anderson provided the Council with an update on the work of Communities in Bloom over the past year as well as their plans for 2022 to participate in the International Challenge and Year of the Garden. Ms. Anderson provided Mayor Thorne with a copy of the 2021 Profile Document and noted that it's also been posted on the Town's website. Ms. Anderson also presented a Certificate of Appreciation to Deputy Mayor Armitage for her work with the Committee.

His Worship Mayor Thorne expressed the Council's gratitude to all of the hard-working volunteers of Communities in Bloom noting that Council has always been very supportive of the program and the Town is very appreciative of the work they have done to beautify our streets and public spaces. His Worship and members of Council thanked Ms. Anderson for her presentation.

Correspondence was received from Portage Atlantic to inform the Council of Portage's Mother and Child program for women with addictions which is currently offered in Montreal and their vision to

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offer this program in New Brunswick. It was moved by Councillor Milner and seconded by Councillor Nelson that this correspondence be filed and that the Town post on its website the information on the Mother and Child Program provided by Portage Atlantic. Motion carried.

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

During the month the Fire Department responded to 14 calls, with 8 calls originating within the Town of Sussex and 6 out of town calls.

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

The report indicated that during the month there were a total of 27 building permits issued which included 8 permits for new construction, 18 permits for renovations, repairs, alterations and additions and 1 demolition permit for a total value of \$2,982,520.

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It was moved by Deputy Mayor Armitage, seconded by Councillor Boyle, that the Development Officer's Report for the month of July, 2021, be received as circulated. Motion carried.

The report indicated that during the month there were four plans submitted for approval consisting of one Subdivision Plan, one Tentative Subdivision Plan and two Surveyor's Real Property Reports.

It was moved by Councillor Nelson, seconded by Councillor Milner, that the minutes of the Planning Advisory Committee meeting held on August 11, 2021, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council have a First Reading by Title of By-law 1010-21, A By-law Respecting Signage Within the Town of Sussex. Motion carried.

The Clerk then read the by-law for the First Time by Title.

It was moved by Councillor Wilson, seconded by Councillor Brennan that Council have a Second Reading by Title of By-law 1010-21, A By-law Respecting Signage Within the Town of Sussex. Motion carried.

The Clerk then read the by-law for the Second Time by Title.

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It was moved by Councillor Wilson, seconded by Councillor Nelson that Council have a First Reading by Title of Municipal Plan By-law Amendment By-law 704-20-01. Motion carried.

The Clerk then read the by-law for the First Time by Title.

It was moved by Councillor Wilson, seconded by Councillor Nelson that Council have a Second Reading by Title of Municipal Plan By-law Amendment By-law 704-20-01. Motion carried.

The Clerk then read the by-law for the Second Time by Title.

It was moved by Councillor Wilson, seconded by Councillor Nelson that Council have a First Reading by Title of Zoning By-law Amendment By-law 1350-10-39. Motion carried.

The Clerk then read the by-law for the First Time by Title.

It was moved by Councillor Wilson, seconded by Councillor Nelson that Council have a Second Reading by Title of Zoning By-law Amendment By-law 1350-10-39. Motion carried.

The Clerk then read the by-law for the Second Time by Title.

It was moved by Councillor Holder, seconded by Councillor Wilson, that the report of the Community Services meeting, dated August 10, 2021, be received as circulated. Motion carried.

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It was moved by Councillor Holder, seconded by Councillor Milner, that Council approve Policy CS-17 – Schedule A2 – Facilities.

Motion carried.

It was moved by Councillor Holder, seconded by Councillor Milner, that Council approve the purchase of an 8' x 4' custom Sussex Rangers floor logo for the quoted price of \$3,864.28 inclusive of HST from Perfect Surfaces . Motion carried.

It was moved by Councillor Holder, seconded by Councillor Nelson, that Council approve that exp. Architects be engaged for design services for the final phase of the 8th Hussars exterior renovations in the amount of \$13,570.00 inclusive of HST. 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 10, 2021, be received as circulated. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Wilson, that the report of the Works Committee Meeting, dated August 9, 2021, be received as circulated. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Brennan that Council approve to engage CBCL for engineering design

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services for the 2022 Designated Highways Program in the amount of \$24,300 plus HST. Motion carried.

It was moved by Councillor Milner, seconded by Councillor Nelson, that the report of the Protective Services Committee Meeting, dated August 9, 2021, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that the report of the Administration Committee meeting dated August 12, 2021, be received as circulated. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Nelson that Council approve the purchase of 2 Scott air packs and 3 air bottles from Safety Source Fire for the purchase price of \$22,137.50 inclusive of HST. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council authorize that the Town Treasurer Moffett attend the CPA virtual public sector conferences from October 19-21, 2021 providing 20 hours of professional development and 1 hour of ethics for a fee of \$661.25 inclusive of HST. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council approve the DBA sponsored event for a Cruise Night by the Asphalt Angels on August 19th with a rain date of August 25th. That

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this approval permits a mid-block street closure on Main Street detouring through Church Avenue and Summer Street beginning at 4:30pm and ending at 9:00pm. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council approve the DBA festival event on September 11, 2021 beginning at 9am and ending at 9pm and that Council authorize a mid-block street closure between Church Avenue and Summer Street beginning at 4:30 pm and ending at 9:00pm. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council approve the DBA sponsored event for a Cruise Night by the Asphalt Angels on September 17, 2021 with a rain date of September 24, 2021 and that Council authorize a mid-block street closure on Main Street detouring through Church Avenue and Summer Street beginning at 4:30pm and ending at 9:00pm. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council approve Policy C-32 Communicable Disease Policy. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Nelson that Council approve that following successfully completion of her probationary period, Heather Moffett be engaged as full time

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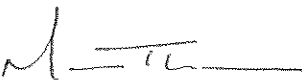
Director of Finance/Town Treasurer effective August 17, 2021. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Armitage that Council approve that the document entitled Town of Sussex Five-Year Capital Investment Plan for the GTF Administrative Agreement 2019-2023 be adopted. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Brennan, that Council approve for payment accounts for the month of July 2021, totaling \$626,242.52. Motion carried.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, September 20, 2021.

It was moved by Councillor Wilson, seconded by Deputy Mayor Armitage, 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