

Town of Sussex

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Minutes of Meeting of Council held this

20th day of September 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 20th day of September, 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 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 Boyle, seconded by Councillor Brenan, that the minutes of the regular meeting of the Town Council, of the Town of Sussex, held on August 16, 2021, be approved. Motion carried.

It was moved by Councillor Milner, seconded by Councillor Nelson, that the minutes of the special meeting of the Town Council, of

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the Town of Sussex, held on August 16, 2021, be approved. Motion carried.

It was moved by Councillor Wilson, seconded by Deputy Mayor Armitage, that the minutes of the special meeting of the Town Council, of the Town of Sussex, held on August 23, 2021, be approved. Motion carried.

Correspondence was received from Arlene Mortensen from Decoding Dyslexia NB asking the Council to light up or wear red during the week of October 20th for dyslexia awareness. Council suggested to reach out to the Community Services Department to request that they light up the lights at O'Connell Park red for the week.

Correspondence was received from Stephen Covey from CN Rail asking the Council to help promote rail safety week both through proclamation and posting on the Town's website and social media page. Council offered that the information and website link for Rail Safety Week be posted on the Town's website and Social Media for the week of September 20-16, 2021.

Correspondence was received from Rising Tides expressing their tremendous gratitude for the Town's sponsorship for their Trails and Tunes Festival and specifically the Pedals & Pints event held in Sussex

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on August 11th, 2021 which featured local food, beverages and entertainment. It was moved by Councillor Milner, seconded by Councillor Nelson that the letter from Rising Tides be filed. Motion carried.

The Town Clerk informed Council that the Town has received the proposed 2022 budget for the Sussex Downtown Business Improvement Area. The budget would require a special levy of 18.0 cents per \$100.00 of assessment. The budget includes expenditures and revenue of \$44,3300.

It was moved by Deputy Mayor Armitage, seconded by Councillor Wilson that the 2022 budget for the Sussex Downtown Business Improvement Area be accepted and that a Hearing of Objections to the budget be held at the October 25, 2021 Council meeting. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Brennan that the Fire Report for the month of August 2021 be received as circulated. Motion carried.

During the month the Fire Department responded to 19 calls, with 10 calls originating within the Town of Sussex and 9 out of town calls.

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

The report indicated that during the month there were a total of 10 building permits issued which included, 8 permits for renovations, repairs, alterations and additions and 2 demolition permits for a total value of \$69,910.

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

The report indicated that during the month there was one Tentative Subdivision Plan submitted for approval, eight Surveyor's Real Property Reports and one Deed.

It was moved by Councillor Milner, seconded by Deputy Mayor Armitage, that the minutes of the Planning Advisory Committee meeting held on September 8, 2021, be received as circulated. Motion carried.

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

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The Clerk then read the by-law by Summary.

It was moved by Councillor Boyle, seconded by Councillor Milner that Council have a Third 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 Third Time by Title and his Worship declared the By-law duly enacted.

It was moved by Councillor Holder, seconded by Councillor Nelson, that the report of the Community Services meeting, dated September 14, 2021, be received as circulated. Motion carried.

It was moved by Councillor Holder, seconded by Councillor Boyle, that Council approve a \$250 honorarium in support of the National Day for Truth and Reconciliation Ceremony being held on September 30, 2021 Motion carried.

It was moved by Councillor Holder, seconded by Councillor Brennan, that Council authorize the Town Clerk to sign the amendment agreement with Active Network on behalf of the Town. Motion carried.

It was moved by Councillor Holder, seconded by Councillor Milner, that Council approve to engage Brown's Paving to complete the asphalt repairs to the ice machine entrance at the Sports Centre for a cost of \$5,880.00 inclusive of HST. Motion carried.

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It was moved by Councillor Holder, seconded by Councillor Wilson that Council approve the purchase of Christmas Decorations from Dekra-lite in the amount of \$11,499.01 inclusive of HST. Motion carried.

It was moved by Councillor Nelson, seconded by Councillor Boyle, that the report of the Economic Development & Long Range Planning Committee Meeting, dated September 14, 2021, be received as circulated. Motion carried.

It was moved by Councillor Nelson, seconded by Councillor Milner that Council engage Basic Design Landscape Architects for a site concept development for the lands at 63 Broad Street for \$7,410.00 plus HST. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Nelson, that the report of the Works Committee Meeting, dated September 13, 2021, be received as circulated. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Brennan that Council approve to send three employees to attend a two-day program on Operator Safety & Skills for the snowplow from Ground Force for a cost of \$5,747.04 inclusive of HST. Motion carried.

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It was moved by Councillor Boyle, seconded by Councillor Milner that Council engage EXP Limited for engineering design of storm water improvements at the intersection of Main Street and Magnolia Avenue as per their submitted proposal for \$22,126 inclusive of HST. Motion carried.

It was moved by Counillor Boyle, seconded by Councillor Wilson that Council engage Downey Ford Sussex to supply and deliver the 17500 GVWR truck with a V-plow and sand/salt spreader as specified in Tender T-08-21 for a total cost of \$133,696.70 inclusive of HST. Motion carried.

It was moved by Councillor Boyle, seconded by Councillor Milner that Council purchase the necessary equipment and aluminum poles for crosswalk upgrades at Main and Clover and Queen and St. George Street from Sojourn Signs for the quoted amount of \$24,753.98 inclusive of HST. Motion carried.

It was moved by Counillor Boyle, seconded by Counillor Nelson that Council engage RS Webb Electrical to remove, sandblast, paint and reinstall with LED fixtures seven decorative light poles in the amount of \$11,390.75 inclusive of HST. Motion carried.

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It was moved by Councillor Boyle, seconded by Counillor Wilson that the Town of Sussex hire Mr. Shane Reid, PTech as Superintendent of Works effective October 12, 2021 with a salary in accordance with the approved 2021 Salary Range. Motion carried.

It was moved by Councillor Milner, seconded by Councillor Wilson, that the report of the Protective Services Committee Meeting, dated September 13, 2021, be received as circulated. Motion carried.

It was moved by Councillor Milner, seconded by Councillor Brennan that Council engage Solicitor Erik Homenick to begin legal action to enforce the restrictive covenants on the properties having PID 30009864, PID 30032668 and PID 30300370. Motion carried.

It was moved by Councillor Milner, seconded by Councillor Nelson that Council issue the Notice to Comply related to properties having PID 30009864, PID 30032668 and PID 30300370 to the property owner ML RM Holdings Ltd, giving notice to correct conditions that exist within 90 days of service of the said Notice to Comply. Motion carried.

It was moved by Counillor Milner, seconded by Counillor Nelson that Council remove the property of 75 O'Connell Avenue from the dangerous or unsightly premises list. Motion carried.

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It was moved by Counillor Milner, seconded by Counillor Brennan that Council approve the purchase of an emergency light package for the new fire service vehicle from Action Truck Accessories in the amount of \$6,037.50 inclusive of HST. Motion carried.

It was moved by Counillor Milner, seconded by Counillor Nelson that Council engage Brown's Paving Limited to complete the replacement of the bay entrance asphalt and the station walkway in accordance with their quotation in the amount of \$13,510.20 inclusive of HST. Motion carried.

It was moved by Counillor Milner, seconded by Counillor Brennan that Council engage David Candy Inc. to complete a quint theory and practical training in aerial operation at a cost of \$3,470.00 inclusive of HST. Motion carried.

It was moved by Counillor Wilson, seconded by Counillor Milner that the report of the Administration Committee meeting dated September 16, 2021, be received as circulated. Motion carried.

It was moved by Counillor Wilson, seconded by Counillor Nelson that Council approve that the Sussex Middle School place their sign on Town lands at the corner of Bryant Drive and Leonard Drive

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subject to Town Administration review and approval of the location.

Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council engage Orkin Canada to complete the work at Town Hall for bat exclusion in the amount of \$8,740 inclusive of HST. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council engage McMackin's Masonry Ltd to complete the masonry repairs at Town Hall for a cost of \$29,256 inclusive of HST. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council engage Polyline Designs to undertake the repairs to the front entrance at the Town Office as outlined in their proposal for services dated September 13, 2021 in the amount of \$8,107.50 inclusive of HST. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Milner that Council approve that the Town Treasurer attend the Municipal Money Matters session in Hanwell NB for a cost of \$431.25 inclusive of HST plus one night's accommodation. Motion carried.

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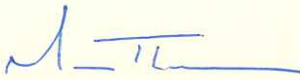
It was moved by Councillor Wilson, seconded by Councillor Boyle that Council adopt the changes to the Communicable Disease Policy regarding Vaccination Status of Town Staff and patrons as outlined in the memo from CAO Hatcher dated September 20, 2021. Motion carried.

It was moved by Councillor Wilson, seconded by Councillor Nelson, that Council approve for payment accounts for the month of August 2021, totaling \$480,946.94. Motion carried.

Mayor Thorne noted that the next scheduled regular meeting of Council is scheduled for Monday, October 25, 2021.

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

The meeting was adjourned at 8:11pm.


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MAYOR THORNE


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TOWN CLERK