

The meeting was called to order by Councillor Bobbitt at 3:00pm

Attendance: Mayor Flewwelling, Deputy Mayor MacLeod, Councillors Bobbitt and Loder as well as the Clerk Treasurer and Administrative Clerk.

- 1. Cheque Registers:** Bobbitt said the cheques have already been issued and the documentation behind each payment has been reviewed and approved. Therefore, he was of the opinion that as long as a copy of the payments and monthly revenue and expense reports are issued to Council then each member has the opportunity to scan the reports and if they have any questions they can email the Administrative Clerk. She will respond to any questions and copy all of Council. This will reduce the discussion time at Administration and Finance meetings.
- 2. Regional Service Commission:** There were 2 presentations by a Regional Tourism Group (Adventure Corridor) with the intent of creating a full time tourism position within the Regional Service Commission. It was recommended the group be approached with a request to make a presentation to the Village Council. MacLeod will contact the group and make arrangements for a presentation.
- 3. Town of Quispamsis:** The Town is hosting a Risk and Recreational Lands workshop on August 22nd. The workshop addresses the potential for liability associated with recreational facilities and programs and at the same time reducing the risk to the municipality. It was recommended Council approve the attendance of three people at the workshop (Loder, Holland and another staff member).
- 4. Citizen Concern - Garage:** A concern was expressed by a local resident regarding the fact that a garage could not be constructed on his property. The Village of Sussex Corner Rural Plan Bylaw, at present, specifically prohibits any construction in the Floodway Zone which encompassed much of the subdivision in which the resident lives. Bobbitt said Council may want to reconsider the prohibition given construction would yield additional property tax dollars. Loder said there is Lidar information that would clearly identify flood risk areas. Bobbitt asked what other municipalities do in this situation. Smith will contact other municipalities regarding construction in flood risk areas.

- 5. Village Communications:** The Village has used iPads for communication purposes. The units are 8 years old. The units are somewhat limited in their use and discussion ensued with regard to the purchase of 6 notebooks. A quote was received from Techxperts in the amount of \$2,994.43 for the units and software. Bobbitt explained the need to safely manage Village documents given the legislated Right to Information and Protection of Privacy Act. This effectively rules out the use of personal devices for municipal business. After some discussion it was recommended Council approve the purchase of the notebooks at the quoted amount and donate the 6 iPads to the Sussex Corner Elementary School after all information is removed from the devices.
- 6. Disaster Financial Assistance:** Loder asked about Disaster Financial Assistance claims. Smith said the information is now available to file a claim for the Trout Creek Repair project in the amount of \$68,070.99. She also asked about the claim filed for the April 2014 repairs. Smith said all of the supporting documentation the Village has on hand was forwarded to Public Safety (Lisa Munn and Jackie Rioux) and we did not receive any funding from that claim. Smith will contact Public Safety to determine the status of the claim.
- 7. Atlantic Balloon Fiesta:** A request was received for sponsorship of the 2016 Atlantic Balloon Fiesta. The Village budgeted for a Silver Sponsorship package at \$300 and the Council members present authorized the purchase of the package.
- 8. Diversified Industrial Solutions:** Communications have flowed back and forth with the service provider who performed street sweeping services for the Village. The last email reduced the amount by 10% thus an amount due of \$11,337.50 plus HST for a total of \$13,038.13. Smith had a brief conversation with a solicitor who, upon being apprised of the scenario indicated, since the Village has nothing in writing, the Village must pay the invoice. Council members present agreed and directed Smith to send an email response to the service provider stating the Village will pay the amount proposed by them however the payment cannot be released until approved by Village Council at the July Council meeting. It was stated that in the future any such use of external resources must be captured in some form of written agreement or contract.

- 9. UMN Conference:** The annual UMN conference is scheduled for September 30th to October 2nd in Fredericton. Room reservations have been made but Council members need to advise the Administrative Clerk whether they plan to attend or not. The package will be emailed to Council members. The registration deadline is August 19th. Flewwelling, MacLeod and Bobbitt confirmed their desire to attend.
- 10. Committee Structure:** Bobbitt outlined what he saw as a workable solution for the Administration and Finance Committee. The Committee would be comprised of the Chair plus two other members of Council plus two residents. The Mayor is by virtue of his position an ex-officio member. He said this may not work for all committees but he was comfortable with the composition for his committee. The discussion ensued with the general consensus that each portfolio / committee chair recommend their committee structure for inclusion in the Village of Sussex Corner Procedural Bylaw. It was recommended the list of committees and composition be contained in an appendix that could be revised by a motion of Council as opposed to a bylaw amendment.
- 11. Sewer Agreement Talks:** Loder asked if any meetings had been held between the Town and Village. Flewwelling said not as yet. He said the intent of a meeting with Mayor Thorne is to determine if there is any room for negotiation.
- 12. Canada 150 Program:** Loder asked about the Canada 150 Program and if anything had been done with it. MacLeod said the application had passed (June 15). Smith said there were no submissions from Council for an application. He will check to see if there is provision for subsequent applications. Flewwelling said the Village should consider celebrating the Village's 50th Anniversary (Nov 9th). He noted funds are available (\$5,000) from the province for celebrations. Smith will investigate.
- 13. Recreation & Cultural Services:** Loder asked if there was a budget for Recreation and Cultural Services. It was noted the budget for that portfolio is included in the annual General Operating Fund budget and each Council member was issued a copy.

- 14. Council Meeting Minutes:** Loder requested the minutes of the June 21st Council Meeting be amended to note the circulation to Council of the advertisement for residents to participate on Village committees.
- 15. Land For Public Purposes:** A request has been received from Premier Holdings to discuss Land for Public Purposes associated with the extension of Pugsley Street. Earlier in the day, an email was circulated describing Land for Public Purposes and the means of calculating the amount of land or cash to be allocated.

Bobbitt adjourned the meeting at approximately 5:00 p.m.

Clerk Treasurer

Portfolio Chair