

CALL TO ORDER:

Deputy Mayor MacLeod called the meeting to order at 7:14 p.m.

ATTENDANCE:

Deputy Mayor Catherine MacLeod Councillor Sharon Loder
Councillor Patsy Shay Councillor Doug Bobbitt
Councillor Harley Hunt

Clerk Treasurer Don Smith Works Supervisor Rod Holland
Administrative Clerk Debbie Otis

CONFLICT OF INTEREST:

There were no declarations of Conflict of Interest.

APPROVAL OF AGENDA:

One item of business was added under New Business as #9 – LPP Pugsley Street.
Deputy Mayor MacLeod called for a motion to approve the amended agenda.

M/S/C (Hunt/Shay)

**Motion to approve the amended agenda for the
September 20, 2016 Council Meeting.**

DELEGATIONS:

Susan MacNichol – Questions

She asked about the status of work on Trout Creek. The Works Supervisor said a WAWA has been received and his staff started work on Friday, September 16th with all work to be completed by the end of the month.

She then asked about the status of maintenance of the 2 properties on Meadow Crescent acquired by the Department of Public Safety. The Clerk Treasurer explained the properties are now under the Department of Transportation and Infrastructure and they are responsible for the routine maintenance of the properties. Mrs. MacNichol said they are an eyesore and need to be cleaned up. The Clerk Treasurer said he would supply contact information to Mrs. MacNichol the following day.

APPROVAL OF MINUTES:

M/S/C (Shay/Loder)

**Motion to approve the minutes of the Regular
Meeting of Council on Tuesday, August 16, 2016.**

BUSINESS ARISING FROM THE MINUTES:

There were no items of business arising from the previous Council Meeting.

REPORTS – PORTFOLIOS OF COUNCIL / OTHER:

Reports were received from various members of Council.

Administration and Finance

M/S/C (Bobbitt/Shay)
(Councillor Loder voted Nay)

Motion to approve the August 2016 bills for payment:

General \$45,230.90 Water & Sewer \$23,883.78

Accept Committee Reports

M/S/C (Bobbitt/Shay)
(Councillor Loder voted Nay)

**Motion to accept the following reports:
Administration and Finance
Works, Water & Sewer
PotashCorp Civic Centre**

CORRESPONDENCE:

RSC8 Funding – Tourism Position

This position is still being discussed by the RSC8. Early indications are that the Town of Hampton is not willing to participate given they contribute to a similar resource in the Saint John area. There is also some resistance from the LSD's. The Deputy Mayor suggested the Village approach the RSC8 stating they look into alternate funding (e.g. ACOA).

M/S/C (Loder/Shay)

Motion to direct the Mayor to recommend the RSC8 seek alternate funding for the tourism position from agencies such as ACOA.

Karen Cripps - Signage

Ms. Cripps approached the Village with a concern about traffic safety in the area of the intersection of Main Street, Post Road and Needle Street. The Works Supervisor will be discussing the matter with the Department of Transportation and Infrastructure. He also pointed out that there is already a sign at that location but concealed by vegetation. The matter will be discussed at the next Works, Water and Sewer Committee meeting.

Water Service – Leonard Drive

Letters were sent by the Town of Sussex to the 5 property owners being provided water service by the Town. The letter indicated the Town would no longer be providing such service effective 2017 01 01. A recommendation from the Works, Water and Sewer Committee indicated the Village should do nothing at this time. The Clerk Treasurer was asked to look into original agreements (1) between the Town and Village, (2) Town and property owner and (3) Village and property owner.

M/S/C (Bobbitt/Hunt)

Motion to refer this matter to the Works, Water and Sewer Committee for review and recommendation to Council at the October Council meeting.

BYLAWS:

A new bylaw respecting the procedure and organization of Village Council was drafted by the Clerk Treasurer. The bylaw has been through 1st and 2nd reading and available to Council, Staff and the public for 35 days. There has been no feedback during that time. The bylaw is now ready for 3rd reading in its entirety and final motion by title only.

Procedural Bylaw # 126-16:

M/S/C (Shay/Bobbitt)

Motion to read By-law 126-16 Procedure and Organization of Village Council, in its entirety.

The by-law was read in its entirety.

M/S/C (Bobbitt/Hunt)

Motion to have the 3rd reading of By-law 126-16, Procedure and Organization of Village Council, by title only.

Mayor read the by-law by title only.

A number of questions were addressed and answered following which the final motion was placed on the floor.

M/S/C (Hunt/Bobbitt)

Motion to accept the 3rd reading of By-law 126-16 Procedure and Organization of Village Council, by title only.

Councillors Bobbitt and Hunt voted in favor while Councillors Loder and Shay voted against. The Deputy Mayor voted to break the tie and she voted in favor.

NEW BUSINESS:

Signs – Risk Management

The Works Supervisor said these signs will be installed on a case by case basis.

5 Year – Designated Highway Program

The remaining decision of Council was the amount of the contribution from the Village to support the application for funding for 2017. After a brief discussion, Council resolved to offer a contribution of 5% of the estimated cost (\$475,000) of the project.

M/S/C (Loder/Bobbitt)

Motion to authorize the Village of Sussex Corner to commit 5 % of the estimated cost (\$475,000) of the Year 1 priority “Resurface Main Street from the western boundary of the Village to the intersection of Needle Street and Post Road”.

Signing Officers

Given the appointment of Debbie Otis to the position of Administrative Clerk, Bayview Credit Union requires a new set of documentation to support the new signing officers.

M/S/C (Loder/Shay)

Motion to appoint the following as signing officers for the Village of Sussex Corner:

**Mayor Mark K. Flewwelling
Deputy Mayor Catherine MacLeod
Clerk Treasurer Don Smith
Administrative Clerk Debbie Otis**

Assistant Clerk

The Village requires the Village Clerk to attend all meetings of Council. Should the Clerk for any reason be unable to attend a meeting of Council, a backup is required. Council resolved to assign such a designation.

M/S/C (Loder/Hunt)

Motion to designate Debbie Otis as Assistant Clerk to serve as a backup to the Village Clerk to attend meetings of Council in his absence.

Erosion Priorities – (Trout / Parsons)

This matter was referred to the Works, Water and Sewer Committee for review and report to Council at the October Council meeting.

System Training TownSuite

The Administrative Clerk presented Council the outcome of her research into TownSuite as well as Sage 300 ERP and Quickbooks Premier Desktop. She reported Procom will provide remote training on TownSuite. She recommended the training to enable the Village to operate for 2016 and the purchase of Quickbooks for use effective 2017 01 01.

M/S/C (Bobbitt/Hunt)

Motion to authorize remote training on TownSuite (max 2 days) and the purchase of Quickbooks software effective immediately.

Sewer Treatment Agreement

The proposed agreement is effective 2017 01 01. It was recommended the Deputy Mayor approach the Town to request an audience with Town Council in Closed Session at their October Council meeting. The items of discussion include the Proposed Sewer Agreement and the discontinuance of water service on Leonard Drive.

Fire Department Tour

The Fire Chief invited Village Council to tour the Fire Department, meet some of the personnel and voice any concerns or questions regarding the fire service. Council was asked to get back to the Administrative Clerk with their availability for this month.

LPP – Pugsley Street

Councillor Bobbitt said this item is best reviewed by the Administration and Finance Committee for review, discussion and recommendation. He asked Council to refer the matter to the next Admin and Finance Committee meeting.

M/S/C (Bobbitt/Loder)

Motion to refer the matter of Land for Public Purposes to the Administration and Finance Committee for review, discussion and recommendation to Council.

ADJOURNMENT:

Deputy Mayor MacLeod called for a motion to adjourn.

M/S/C (Shay/Hunt)

Motion to adjourn the Council meeting.

The meeting adjourned at approximately 8:43 p.m.

Clerk / Treasurer

Mayor