

**CALL TO ORDER:**

Mayor Flewwelling called the meeting to order at 7:00 p.m.

**ATTENDANCE:**

Mayor Mark Flewwelling  
Councillor Sharon Loder  
Councillor Doug Bobbitt

Deputy Mayor Catherine MacLeod  
Councillor Patsy Shay  
Councillor Harley Hunt

Clerk Treasurer Don Smith  
Administrative Clerk Debbie Otis

Works Supervisor Rod Holland

**CONFLICT OF INTEREST:**

Councillor Hunt declared a Conflict of Interest regarding the Premier Holdings.

**APPROVAL OF AGENDA:**

Mayor Flewwelling called for a motion to approve the agenda.

**M/S/C (Loder/MacLeod))**

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

**DELEGATIONS:**

There were no delegations before Council. Mayor Flewwelling stated there were no delegations. He did recognize Susan MacNichol who had filed some questions and the Mayor addressed her concerns. She did state she was pleased with the proposal to issue fridge magnets on which emergency numbers were listed. She asked about the process to appear before Council. He responded by saying the Citizen Feedback form was designed for citizens to express concerns or ask questions. The intent was to initiate a process to respond to citizen's issues either by staff or Council but not to appear before Council. The term "Delegations" as shown on the monthly Council Meeting Agenda applies to a group that would like to deliver a presentation to Council or speak on a particular issue. It is not intended to be a question and answer session.

**APPROVAL OF MINUTES:**

Mayor Flewwelling called for a motion to approve the minutes of the Council Meeting held on November 15, 2016.

**M/S/C (Hunt/Shay)**

**Motion to approve the minutes of the Regular  
Meeting of Council held on Tuesday, November  
15, 2016.**

**BUSINESS ARISING FROM THE MINUTES:**

**Primary Care Recruitment Committee**

The Mayor said the Village has demonstrated leadership by donating \$1,000 to the Committee and committing to an additional \$4,000 in 2017. The Village has offered an office in the Village Hall, a conference area adjacent to the office and access to the Council Chambers for public presentations. They committee is very pleased with the leadership demonstrated by the Village. The Mayor said he is pleased the Town of Sussex has followed the Village by supporting the committee and its work.

**Sewer Agreement - Status**

Mayor Flewwelling said the Village is awaiting a letter from a solicitor regarding the language contained in the proposed agreement. Upon receipt, a copy of the letter will be forwarded to the Town with comments from the Village.

**REPORTS – PORTFOLIOS OF COUNCIL / OTHER:**

**Administration and Finance**

M/S/C (MacLeod/Loder)

**Motion to approve the November 2016 bills for payment:**

<b>General</b>	<b>\$ 82,539.65</b>
<b>Water &amp; Sewer</b>	<b>\$ 47,423.90</b>

**Accept Committee Reports**

M/S/C (Shay/MacLeod)

**Motion to accept the following reports:**

**Operations  
Chamber of Commerce  
Fundy Civic Centre**

**CORRESPONDENCE:**

A letter was received from a local resident regarding plans to address storm water management within the Village. Mayor Flewwelling had occasion to meet with the resident to assure him the Village was actively pursuing funding to assist in storm water planning and construction. The resident was pleased with the outcome of the discussion. The Village will advise him of any developments.

**NEW BUSINESS:**

**Approval of Bylaw Revisions**

Councillor Shay spoke on recently proposed bylaw revisions. These have been circulated to partners for review and approval.

**M/S/C (Shay/MacLeod)**

**Motion to approve the proposed changes to the Fundy Civic Centre Bylaws dated October 10, 2016.**

**Premier Holdings – Proposed Subdivision Plan**

Premier Holdings submitted a proposed subdivision plan for the extension of Pugsley Street including some 13 lots and a proposal for Land for Public Purposes. Councillor Bobbitt has been involved in meetings with the developer and the Regional Service Commission 8 and he believes Council is prepared to support the proposed development.

**M/S/C (Bobbitt/Loder)**

**Motion that Council approve a recommendation to the Regional Service Commission of the proposed Rockridge Subdivision Unit 2, Phase 1 as outlined in the drawing 14072SDT4 by DonMore Surveys, understanding that the LPP is calculated from PID 00208850 of the same plan without including the area identified as the Municipal Services Easement.**

**Appoint Auditor**

Village staff recommended that the Village acquire the services of Buckley Professional Corporation to perform the audit of the financial records for the year ending 2016 12 31.

**M/S/C (Loder/MacLeod)**

**Motion to appoint Buckley Professional Corporation as Village Auditor to complete the audit of financial records for the year ending December 31, 2016.**

**Account Transfers**

Village staff has recommended the following account transfers as outlined in the 2016 operating budgets or mandated by provincial or federal agreements.

**M/S/C (Loder/Shay)**

**Motion to authorize the transfer of \$3,000.00 from the Water and Sewer Operating Fund 04 to the Water and Sewer Capital Reserve Fund 06, restricted only for any replacement costs as per MRIF Project # 12432.**

**M/S/C (Loder/Shay)**

**Motion to authorize the transfer of \$1,000.00 from the Water and Sewer Operating Fund 04 to the Water and Sewer Capital Reserve Fund 06, restricted only for any replacement costs as per MRIF Project # 12437.**

- M/S/C (Loder/Shay)**                      **Motion to authorize the transfer of \$2,500.00 from the Water and Sewer Operating Fund 04 to the Water and Sewer Capital Reserve Fund 06, restricted only for any replacement costs as per the Building Canada Fund Post Road Project.**
- M/S/C (Loder/Shay)**                      **Motion to authorize the transfer of \$35,000.00 from the General Operating Fund to the General Operating Reserve Fund 07 for future operational needs.**
- M/S/C (Loder/Shay)**                      **Motion to authorize the transfer of \$35,000.00 from the General Operating Fund to the General Capital Reserve Fund 05 for future capital projects.**
- M/S/C (Loder/Shay)**                      **Motion to authorize the transfer of \$4,000.00 from the Water and Sewer Operating Fund to the Water and Sewer Operating Reserve Fund 09 for future operational needs.**
- M/S/C (Loder/Shay)**                      **Motion to authorize the transfer of \$106,180 from the Water and Sewer Operating Fund to the Water and Sewer Capital Reserve Fund 06 for new or replacement capital projects.**
- M/S/C (Loder/MacLeod)**                      **Motion to authorize the transfer of \$50,000.00 from the Water and Sewer Operating Fund to the Water and Sewer Capital Reserve Fund 06 for the purchase and installation of a SCADA System.**
- M/S/C (Loder/Bobbitt)**                      **Motion to authorize the transfer of \$13,526.14 from the Water & Sewer Capital Reserve Fund 06 to the Water and Sewer Operating Fund for the extension of the water system on Leonard Drive.**
- M/S/C (Hunt/Shay)**                      **Motion to authorize the transfer of \$239,853.57 from the Gas Tax Fund 10 to the Water and Sewer Operating Fund for the refurbishment of the Water System Reservoir.**

**2017 General Operating Fund Budget and Tax Rate**

The Village has completed deliberations regarding the General Operating Fund budget for 2017 and hence a motion is required to accept the budget and establish the property tax rate for 2017.

**M/S/C (Hunt/Bobbitt)**  
*Shay & Loder voted Nay.*

**Motion to approve the 2017 General Operating Fund Budget for the Village of Sussex Corner with a Total Budget of \$ 1,438,937.00 less Non-Tax Revenue of \$ 200,694.00 and Community Funding and Equalization Grant of \$ 22,209.00 leaving the Warrant To Be Raised By Local Tax Rate of \$ 1,216,034.00 resulting in a 2017 Tax Rate of \$ 1.2200 per \$100.00 of assessment.**

**2017 Water & Sewer Operating Fund Budget and Rates**

The Village has also completed deliberations regarding the Water & Sewer Operating Fund budget for 2017 and hence a motion is required to accept the budget and establish the property tax rate for 2017.

**M/S/C (Bobbitt/MacLeod)**  
*Shay & Loder voted Nay.*

**Motion to approve the 2017 Water and Sewer Operating Fund Budget for the Village of Sussex Corner with Total Revenues of \$ 539,599.00 and Total Expenditures of \$ 539,599.00 and a Water Service rate of \$ 200.00 and Sewer Service rate of \$ 320.00.**

**New Year's Levee**

Deputy Mayor MacLeod invited everyone to attend the New Year's Levee on January 1<sup>st</sup> at the Village Hall from 2–4 pm. She said light refreshments will be served and she looks forward to the residents stopping by for a visit. Donations to the local food bank would be very much appreciated.

**ADJOURNMENT:**

Mayor Flewwelling called for a motion to adjourn.

**M/S/C (Hunt/Shay)**                      **Motion to adjourn the Council meeting.**

The meeting adjourned at approximately 7:40 p.m.