

The meeting was called to order by Councillor Bobbitt at 6:01 pm.

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

1. Village By-Laws & Policies: Councillor Loder asked about timelines and procedures for staff evaluations. Policy # 2012-06 addresses some of the information to satisfy this request. A meeting of the Personnel / Human Resources Committee will be scheduled to address these and any other related matters at that time. The Committee will report to Council at the April meeting.

Clarification of the action required in relation to the used auto sales events the past 2 years at the Sussex Bowling property. A letter was sent to the property owner last fall but to-date there has been no response. The Clerk Treasurer will follow-up with a letter and meeting with the property owner. An amendment will be required the Rural Plan Bylaw to insert language covering an application, permitted use, usage fee and penalty. The Clerk Treasurer will draft the amendment for the March Council Meeting.

A letter was received from RSC 8 regarding a Request for a Similar or Compatible Use for a property identified as PID 30241525. The committee reviewed the correspondence and information provided by the Works Supervisor and Clerk Treasurer. The Committee had no objection to the request and instructed the Clerk Treasurer to respond to the RSC8 with the Village's position and a formal resolution will be made at the March Council Meeting.

2. Village Website: The Village has received 4 quotes for the development and maintenance of a Village website. The Committee reviewed the information available and eliminated 2 of the vendors. A question remained regarding clarification of the cost of ongoing annual content management fees. The Clerk Treasurer was requested to obtain the information from the vendor, advise Council and place the matter on the March Council Meeting agenda for resolution.

3. Canada 150: Councillor Loder said she has been attempting to identify funding for a Canada 150 Celebration. MP Alaina Lockhart's office suggested she approach ACOA who may have funding available. The Clerk Treasurer said he would forward her the last contact the Village had with ACOA.

Once contact is made, we will assess any opportunity and make application for funding. Deputy Mayor MacLeod will chair a celebration project for August 7th to include a Canada 150, a 50th year anniversary of incorporation of the Village and volunteer recognition.

4. Adopt a Fire Hydrant:

It was proposed the Village consider a program to “Adopt A Fire Hydrant”. The Committee thought this to be an acceptable and desirable program. The Village will need to promote the program and seek volunteers to clear away snow from the fire hydrant closest to their home.

5. Requests to the Village:

Ivan Daigle suggested to Council that he would be able and interested in make an appearance at any events the Village may be hosting this year if Council so desired. The Clerk Treasurer will thank Mr. Daigle for his offer. It was agreed that the Village should have a policy with respect to the use of the Amphitheatre. The Clerk Treasurer will seek copies of a policy from neighboring municipalities.

The National Wall of Remembrance Association requested the Village consider a donation for an advertisement in their annual publication. The Committee declined the offer. The Clerk Treasurer will advise the NWOR.

The Sussex Skating Club requested the Village consider a donation to the club for their annual ice show. The cost of the donation is \$120 and the Committee supported the donation. The Clerk Treasurer will advise the Sussex Skating Club and make arrangements for the issuance of the cheque.

A question arose regarding the ice time users rebate from the Village to residents who use ice time at the Sussex Arena. The Clerk Treasurer said the intent of the rebate was to reduce the cost of ice time for children who live in the Village. This did not include adults. Confirmation is required and the Clerk Treasurer will follow-up.

6. Status Update Items:

SCADA System – The Works Supervisor said he has obtained four quotes ranging from \$84,011.00 to a high of \$187,200.00. Given the dollar value of the quotes, the list was reduced to two vendors. Our engineers are currently reviewing the packages including the individual modules so the Village can choose what is required as opposed to what

is nice to have. An amount of \$50,000 was identified in the capital reserve for this project. Once the final amount is determined, Council will decide to proceed or not and this would include the amount to be withdrawn from reserves. The Works Supervisor will have a package, including a recommendation, for the next Council Meeting.

Winter Carnival Report – Councillor Loder said she is still awaiting some invoices and was unable to file a report at this time. Once all of the information is obtained, she will submit a report to Council.

Photographer – Anyone who has not yet had their photo taken should visit the photographer to have a photo taken for the website and group picture.

Dog Tags – Tags have been received and are being sold to dog owners.

EMO – This is the responsibility of the Protective Services Committee. Mayor Flewwelling said the Committee has not yet been formalized but he will seek volunteers to sit on the Committee and then initiate a meeting.

7. Adjournment:

Councillor Bobbitt called an adjournment at 7:20 pm.

Clerk Treasurer

Operations Committee Chair