

**CALL TO ORDER:**

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

**ATTENDANCE:**

Mayor Mark Flewwelling  
Councillor Harley Hunt  
Councillor Patsy Shay

Deputy Mayor Catherine MacLeod  
Councillor Doug Bobbitt  
Councillor Sharon Loder

Clerk Treasurer Don Smith

Administrative Clerk Debbie Otis

**CONFLICT OF INTEREST:**

Councillor Hunt stated he might be in conflict with item 4 under Correspondence entitled Pugsley Street Extension.

**APPROVAL OF AGENDA:**

Mayor Flewwelling called for a motion to approve the agenda. Councillor Shay asked to amend the agenda to include the Fundy Civic Centre January Report under Committee Reports. Mayor Flewwelling called for a motion to approve the agenda as amended.

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

**Motion to approve the amended agenda for the  
February 20, 2018 Council Meeting.**

**DELEGATIONS:**

There were no delegations before Village Council

**APPROVAL OF MINUTES:**

Mayor Flewwelling called for a motion to approve the minutes of the Regular Council Meeting held on January 16, 2018.

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

**Motion to approve of the minutes of the Regular  
Council Meeting held on January 16, 2018.**

**BUSINESS ARISING FROM THE MINUTES:**

There were no items of business from previous meetings before Council.

**COMMITTEE REPORTS:**

**Operations:**

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

**Motion to approve the January 2018 bills for payment:**

**General           \$ 103,667.25**  
**Water & Sewer \$ 56,809.57**

*Councillor Loder voted nay on the motion but gave no explanation in support of her vote. Councillor Hunt asked for a reason for the nay vote but none was given.*

**Accept Committee Reports:**

Mayor Flewwelling called for a motion to accept the following committee reports.

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

**Motion to accept the Operations Committee Report, Fundy Civic Centre Report and the report from the Mayor's Meeting with the Department of Transportation and Infrastructure.**

**CORRESPONDENCE:**

**Chamber of Commerce – AGM:**

Deputy Mayor MacLeod provided a brief report on the upcoming Chamber of Commerce AGM on March 22<sup>nd</sup>. The guest speaker is Nancy Mathis, Ph.D, P. Eng. who is a member of the Wallace McCain Institute.

**Pearson's Corner Market:**

A request was received from Pearson's Corner Market to house mobile food trucks at the market location. Councillor Loder reminded Council that when the request was approved in 2017 there was discussion of a vendor fee. She asked that this be considered for discussion at a later date.

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

**Motion to grant permission to Pearson's Corner Market for the placement of food trucks under the following conditions:**

**Time Period:           May 3<sup>rd</sup> to October 31<sup>st</sup>**  
**Week Day - Routine: Thursday**  
**Week Day – Special: Opening Day – Saturday**  
**Week Day – Special: Christmas Open House**  
**Hours of Operation: 11:00 am to 9:00 pm**  
**Number of Trucks: 4 Trucks (maximum)**

**TADD Golf Tournament:**

An invitation was extended to the Village to attend the 12<sup>th</sup> Annual Teens Against Drinking and Driving (TADD) Golf Tournament on August 17<sup>th</sup>. The invitation will be placed on hold pending any other invitations.

**Pugsley Street Extension:**

Two letters were received by the Village from RSC8 dated February 7<sup>th</sup> and February 14<sup>th</sup> regarding the status of the development of the Pugsley Street extension. Both were placed on file for reference.

**BY-LAWS:**

There were no by-laws before Council.

**NEW BUSINESS:**

**RTIPPA Appointment:**

The Village is mandated to have two (2) Right to Information and Protection of Privacy (RTIPPA) officers to administer / manage RTIPPA requests for information. The Clerk Treasurer is one and the former Administrative Clerk was the other. Given her departure, a second individual is required. The Mayor possesses the background to assume that role.

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

**Motion to appoint Mayor Mark Flewwelling as a Right to Information and Protection of Privacy officer for the Village of Sussex Corner.**

**RSC8 Solid Waste Collection:**

The Clerk Treasurer discussed correspondence from RSC8 regarding the potential of a regional collection system managed by the RSC8. He noted that the Village already has a solid waste collection agreement with Devine Sanitation Ltd. for the next three (3) years. He also noted that a regional collection process could increase the cost of the service to the Village. He recommended a response to the RSC8 that would include the Village in the optimization exercise however reserve the right to deny participation in the regional collection of solid waste depending on the outcome of the exercise.

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

**Motion to participate in the RSC8 solid waste optimization exercise based on the potential economic impact and savings for the Village and yet reserve the right to refuse participation in the regional collection of solid waste.**

**H.R. Policy Manual – Family Day:**

**M/S/C (MacLeod/Hunt) Motion to amend Section 9.1 of the HR Policy Manual to include Family Day as a Statutory Holiday.**

**Capital Asset Plan – Dillon Consulting:**

**M/S/C (Bobbitt/Shay) Motion to authorize the Mayor and Clerk / Treasurer to execute an agreement to utilize Dillon Consulting Ltd. for the purposes of developing a Municipal Asset Management Plan for the Village of Sussex Corner in the amount of \$12,600 plus HST of \$1,890 for a total of \$14,490.**

**M/S/C (Bobbitt/Shay) Motion to authorize Dillon Consulting Ltd. to prepare and submit a funding application to the Federation of Canadian Municipalities (FCM) for 80% of the cost of the Municipal Asset Management Plan.**

**M/S/C (Bobbitt/Shay) Motion to authorize Dillon Consulting Ltd. to prepare and submit a request to utilize our Gas Tax funds for the remaining 20 % of the cost of the Municipal Asset Management Plan.**

**ADJOURNMENT:**

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

The meeting adjourned at approximately 7:28 p.m.

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Clerk / Treasurer

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Mayor