

**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

Councillor Doug Bobbitt  
Councillor Sharon Loder

Clerk Treasurer Don Smith  
Works Supervisor Rod Holland

Administrative Clerk Debbie Otis

**CONFLICT OF INTEREST:**

There were no Conflicts of Interest declared at this time.

**APPROVAL OF AGENDA:**

Mayor Flewwelling called for a motion to approve the agenda.

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

**Motion to approve the agenda for the  
December 19, 2017 Council Meeting.**

**DELEGATIONS:**

There were no delegations before Council.

**APPROVAL OF MINUTES:**

Mayor Flewwelling called for a motion to approve the minutes of the Regular Council Meeting held on November 21, 2017.

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

**Motion to approve of the minutes of the Regular  
Council Meeting held on November 21, 2017.**

**BUSINESS ARISING FROM THE MINUTES:**

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

**COMMITTEE REPORTS:**

**Operations:**

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

**Motion to approve the November 2017 bills for payment:**

**General           \$ 94,499.26  
Water & Sewer   \$ 8,443.62**

**Accept Committee Reports:**

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

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

**Motion to accept the following reports:  
Operations and Chamber of Commerce (2).**

**CORRESPONDENCE:**

There were no items of correspondence for Council.

**BY-LAWS:**

There were no by-laws before Council.

**NEW BUSINESS:**

**2018 Budget Approvals:**

Council and Staff completed the operating budgets for 2018 and both require a resolution of Council for approval. Councillor Shay advised Council she could not support the approval of the General Operating Fund Budget or the Water & Sewer Operating Fund Budget for the following reasons (1) Premier Holdings, (2) QuickBooks Upgrade and (3) Salary and Wage Treatment.

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

**I move to approve the 2018 General Operating Fund Budget for the Village of Sussex Corner with a Total Budget of \$ 1,331,487.00 less Non-Tax Revenue of \$ 90,943.00 and Community Funding and Equalization Grant of \$ 30,063.00 leaving the Warrant To Be Raised By Local Tax Rate of \$ 1,210,481.00 resulting in a 2018 Tax Rate of \$ 1.2200 per \$100.00 of assessment.**

*Councillor Shay voted nay (explanation above).*

*Councillor Loder voted nay (no explanation).*

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

**I move to approve the 2018 Water and Sewer Operating Fund Budget for the Village of Sussex Corner with Total Revenues of \$ 550,038.00 and Total Expenditures of \$ 550,038.00 and a Water Service rate of \$ 200.00 and Sewer Service rate of \$ 320.00.**

*Councillor Shay voted nay (explanation above).*

*Councillor Loder voted nay (no explanation).*

**Appointment of Auditor:**

The municipality is require to appoint an auditor to complete the audit of the year ending 2017 12 31. Council has chosen to retain Buckley Professional Corporation in that role.

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

**I move to appoint Buckley Professional Corporation as Village Auditor to complete the audit of financial records for the year ending December 31, 2017.**

**DFA Reimbursement:**

The Clerk Treasurer said the Village has received Disaster Financial Assistance reimbursements for Village expenses incurred in the 2014 flood and the Trout Creek bank stabilization restoration in 2016.

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

**I move to authorize the transfer of \$41,184.00 (2014 Claim) and \$66,652.85 (2016 Claim) from the General Operating Fund to the General Capital Reserve Fund.**

**Yearend Transfers:**

The Clerk Treasurer prepared a number of yearend transfers between accounts as shown below:

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

**I move to authorize the following yearend transfers:**

**\$4,000.00 from the General Operating Fund to the General Operating Reserve Fund for future operational needs.**

**\$50,000.00 from the General Operating Fund to the General Capital Reserve Fund for future capital projects.**

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

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

**\$2,500.00 from the Water and Sewer Operating Fund to the Water and Sewer Capital Reserve Fund, restricted only for any replacement costs as per the Building Canada Fund Post Road Project.**

**\$6,000.00 from the Water and Sewer Operating Fund to the Water and Sewer Operating Reserve Fund for future operational needs.**

**\$40,000 from the Water and Sewer Operating Fund to the Water and Sewer Capital Reserve Fund for new or replacement capital projects.**

**\$55,235.86 from the Water and Sewer Capital Reserve Fund to the Water and Sewer Capital Fund for the purchase and installation of a SCADA System.**

**Premier Holdings:**

*At this point, Councillor Hunt declared a Conflict of Interest and exited Council Chambers.*

Village Council met with the developer in Closed Session to discuss the status of the development project to extend Pugsley Street. It was made clear to the developer that the Village would not accept any responsibility for the development of the street excepting the application of the surface coat of asphalt should the developer not complete that task. Council directed that a letter be issued to Premier Holdings requesting the developer to forward (via his engineers) to the RSC8 a duplicate copy of the documents and drawings submitted to the Works Supervisor recently. They also directed a letter be sent to the

RSC8 stating that once they were in possession of the duplicate package and had time to review same to issue a letter to the Village (copy to the developer) stating the remaining steps required to enable the Village to assume ownership of the street.

**Mayor Flewwelling wished everyone in attendance a Merry Christmas and invited them to the Mayor's Levee from 1:00 – 3:00 pm on January 1<sup>st</sup>.**

**ADJOURNMENT:**

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