

**CALL TO ORDER:**

Mayor Stackhouse called the meeting to order at 7:00 p.m. He also reminded the public that once the meeting was adjourned, he would call each person individually so they could exit safely and ensure proper social distancing during the COVID-19 pandemic.

**ATTENDANCE:**

Mayor Steven Stackhouse  
Deputy Mayor Patsy Shay  
Councillor Doug Bobbitt  
Councillor Paul Taylor

Clerk/Treasurer, Robby Obermeier  
Works Supervisor, Craig Dixon

**ABSENT:**

Councillor Harley Hunt

**CONFLICT OF INTEREST:**

There were no Conflicts of Interest declared at this time.

**APPROVAL OF AGENDA:**

Mayor Stackhouse called for a motion to approve the agenda.

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

**Motion to approve the agenda for the December 15, 2020, Regular Council Meeting.**

**DELEGATIONS: n/a**

**APPROVAL OF MINUTES:**

Mayor Stackhouse called for a motion to approve the minutes of the Regular Council Meeting held on November 17, 2020.

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

**Motion to approve the minutes of the Regular Meeting of Council held on Tuesday, November 17, 2020.**

**BUSINESS ARISING FROM THE MINUTES:** 3<sup>rd</sup> Reading of By-law #136-20 / #137-20 / #138-20

Mayor Stackhouse explained these by-laws will be postponed until the January meeting due to requirements of the DELG which states, in order to read just the summary of a proposed by-law

the changes are to be made available on our website (which has been) and also made available for viewing in the office for 14 days prior to third reading and since the office was closed over the last 2 weeks due to Zone 2 going back to the “orange” phase this step couldn’t be done.

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

**Motion to table the 3<sup>rd</sup> and final reading of By-law #136-20 / #137-20 & #138-20 until the next Council meeting scheduled for January 19<sup>th</sup>, 2021.**

*(motion rescinded: Jan 19/21)*

**COMMITTEE REPORTS:**

**Operations:**

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

**Motion to approve payments made for November 2020, as follows:**

|                          |                     |
|--------------------------|---------------------|
| <b>General</b>           | <b>\$277,432.99</b> |
| <b>Water &amp; Sewer</b> | <b>\$153,522.01</b> |

**Nutrien Civic Centre Report:**

Councillor Bobbitt (Chair for Nutrien Civic Centre) submitted the approved minutes of October 2020, from the Nutrien Civic Centre. Bobbitt mentioned Abby Miller has been hired as the Business Manager and doing a great job! He also wanted to remind everyone with the weather getting colder do not forget about the track inside. It is great for running, jogging, or walking.

**RSC8:**

Steve Roberts submitted the Executive Director reports for the month of November, and it has been circulated to all Council members.

**Accept Committee Reports:**

Mayor Stackhouse called for a motion to accept the Nutrien Civic Centre & RSC8 reports.

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

**Motion to accept Nutrien Civic Centre & RSC8 Committee Reports as circulated.**

**CORRESPONDENCE:**

**Devine Sanitation Limited – Garbage Collection:**

Garbage collection for December 24 & 31, will begin at 6:00am due to the Regional Waste Management Facility closing early for the holidays. Garbage collection will

resume to normal pick-up time beginning in the new year.

**BY-LAWS:** (Business Arising from Previous Minutes)

**NEW BUSINESS:**

1) **Outstanding Invoice – Dillon Consulting Ltd:**

The Village of Sussex Corner has received funding through the Environmental Trust Fund (ETF) of New Brunswick to complete a community Climate Change Adaptation Plan. The objective of this project is to identify climate change vulnerabilities among Village infrastructure, core services, and natural elements to develop strategic adaptation options to build climate resilience in the community. In October we officially launched the project page to our website and FB site where if you follow the link it will bring you to the main landing page of the online engagement platform where you can input your thoughts and concerns.

We are nearing the final planning stages of this project and upon completion there will be a presentation by Dillon Consulting. The final report to the Environmental Trust Fund (ETF) is due early March 2021.

We have an invoice from Dillon Consulting Limited (professional services) and a motion is required.

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

**Motion to approve payment of \$10,350.00 to Dillon Consulting Limited for the Climate Change Adaptation Plan Project, funded under the Environmental Trust Fund.**

*“on the question “Bobbitt asked if the funding had been received yet. Clerk stated that Dillon has submitted our second ETF Interim report.*

2) **Outstanding Invoices:**

There are 3 outstanding invoices for repair work from the December 1<sup>st</sup> flooding, they are; Brown’s Paving for repairs to driveways, Sussex Excavators for walking trail repairs and Eastern Fence for fence repairs along the Trout Creek (Sullivan Park).

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

**Motion to approve payments of the following outstanding invoices for damages caused by the December 1<sup>st</sup>, flooding:**

**Brown’s Paving Limited - \$1,166.10**  
**Sussex Excavators Limited - \$3,691.50**  
**Eastern Fence Limited - \$4,772.50**

3) **Appointment of Auditor:**

Municipalities are required to appoint an auditor to complete the audit of the year ending December 31, 2020. Council has chosen to retain Buckley Professional Corporation in that role.

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

**Motion to appoint Buckley Professional Corporation as Village Auditor to complete the audit of financial records for the year ending December 31, 2020.**

4) **Yearend Transfers:**

Motions are required to transfer money from Operating Funds to Capital Reserve Funds. (This is an annual requirement)

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

**Motion to authorize the transfer of \$60,000 from the General Operating Reserve to the General Operating Fund.**

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

**Motion to authorize the transfer of \$20,000 from the General Capital Reserve Fund to the General Capital Fund for an existing Capital project.**

*“on the question “Bobbitt asked what existing project? Clerk stated “curb & gutter” project for the Pugsley Street Extension.*

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

**Motion to authorize the transfer of \$10,000 from the General Operating Fund to the General Capital Reserve Fund for future capital projects.**

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

**Motion to authorize the transfer of \$49,000 from the General Operating Fund to the General Operating Reserve for future operational needs.**

*“on the question “Bobbitt asked for clarity on this motion. Clerk explained with this reserve it allows the Village to transfer for any day-to-day operational needs.*

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

**Motion to authorize the transfer of \$2,500 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.**

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

**Motion to authorize the transfer of \$12,000 from the Water and Sewer Operating Fund to the**

**Water and Sewer Operating Reserve for future operational needs.**

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

**Motion to authorize the transfer of \$48,000 from the Water & Sewer Operating Fund to the Water & Sewer Capital Reserve Fund for new or replacement capital projects.**

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

**Motion to authorize the transfer of \$20,000 from the Water & Sewer Operating Reserve to the Water & Sewer Operating Fund for operational needs.**

**5) Mayors Comments:**

- On November 30<sup>th</sup>, 2020, EMO Committee and Craig Dixon met with Tim Nickerson to prepare for the rainstorm. Arrangements were made to have a facility if needed for evacuation. Both the EMO Committee and Works Department monitored the village for rising water and any emergency. We would like to say “thank-you” to the Sussex Rent-All for setting aside a generator incase needed for the facility on Needle Street.
- It would appear that there are some residents that defy instructions put out by the village concerning the flooded areas asking them not to drive through the flooded areas. It is frustrating enough to deal the devastation a flood brings without people sightseeing and taking videos and pictures. This traffic creates a wake that pushes more water into an already compromised home. It was clearly requested by the village as well as the Dept of Health that you avoid these areas, yet we have those folks who try to get past the barricades so they can tour the areas. Those people that do so are clearly not thinking of the people affected.
- The walking trails were closed due to unsafe conditions until we could get them repaired so they could remain open throughout the winter months and even though they were clearly marked “closed” people simply disregarded the closure maybe feeling they were above the rules and putting themselves and others in danger by doing so. I am unclear why anyone after seeing an area roped off and close would think they are above it. I ask in the future you obey the closures and stay away until it is declared safe to enter.
- I would also like to remind everyone if you were impacted by the flood to call the line set up to register, it is 1-888-298-8555. So to assess the damage(s) from this flood it is necessary to hear from everyone even if you had a small amount of damage. This line will remain active until December 31<sup>st</sup>.
- The Works dept delivered extra pumps to those who needed them and took untold numbers of phone calls.

