

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, NOVEMBER 26, 2018 @ 7:00 P.M.

1. **MOMENT OF SILENCE**

Mayor MacEachern requested a moment of silence.

2. **RECORDING OF ATTENDANCE**

PRESENT: Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; Chief Administrative Officer Jeff Renaud; and Town Clerk Joan Flewelling.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Hyslop
Seconded by Councillor Harding

219/18 **THAT** the Agenda be approved as circulated. **CARRIED**

4. **CONFLICT OF INTEREST**

There were no conflicts of interest declared.

5. **READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS**

There were no petitions/presentations/proclamations.

6. **NOTICES OF MOTIONS**

There were no notices of motions.

7. **APPROVAL OF COUNCIL MINUTES**

REGULAR COUNCIL MEETING

Moved by Councillor Parker
Seconded by Deputy Mayor Carr

220/18 **THAT** the Minutes of the Regular Council meeting held on October 22, 2018 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

- 221/18 **THAT** the Minutes of the Special Council meeting held on November 14, 2018 be approved as circulated. **CARRIED**

8. **ACCOUNTS**

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Harding
Seconded by Councillor Wheaton

- 222/18 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to August 31, 2018 be received. **CARRIED**

PAID BILLS

Moved by Councillor Chisholm
Seconded by Councillor Parker

- 223/18 **THAT** the paid bills in the amount of \$1,250,527.75 (one million, two hundred and fifty thousand, five hundred and twenty-seven dollars and seventy-five cents) be received. **CARRIED**

9. **COMMUNICATIONS**

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

- 224/18 **THAT** Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

10. **APPROVAL OF COMMITTEE MINUTES**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Harding
Seconded by Councillor Wheaton

- 225/18 **THAT** the Minutes of the Committee of Council meeting held on November 14, 2018 be approved as circulated. **CARRIED**

COMMITTEES MEETING

Moved by Councillor Hyslop
Seconded by Deputy Mayor Carr

- 226/18** **THAT** the Minutes of the Committees meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism held on November 14, 2018 be approved as circulated. **CARRIED**

11. **STAFF REPORTS**

STAFF REPORTS

Moved by Councillor Parker
Seconded by Councillor Harding

- 227/18** **THAT** the following staff reports for the month of October 2018 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Parks and Recreation Department; Fire Department; By-Laws and Building Inspection Services; and Garcelon Civic Center. **CARRIED**

12. **UNFINISHED BUSINESS**

No unfinished business.

13. **CONSIDERATION OF BY-LAWS**

BY-LAW NO. A-7.13 - A BY-LAW TO AMEND BY-LAW NO. A-7 “A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY” – FIRST READING – SHORT TITLE ONLY

Moved by Councillor Wheaton
Seconded by Deputy Mayor Carr

- 228/18** **THAT** leave now be given to introduce a by-law entitled By-law No. A-7.13 – “A By-law to Amend By-law No. A-7, ‘A By-law to Impose a Special Business Improvement Levy’” - for First Reading – Short Title Only. **CARRIED**

BY-LAW NO. A-7.13 - A BY-LAW TO AMEND BY-LAW NO. A-7 “A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY” – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Harding
Seconded by Deputy Mayor Carr

- 229/18** **THAT** By-law No. A-7.13 – A By-law to Amend By-law No. A-7, “A By-law to Impose a Special Business Improvement Levy” – be given Second Reading – Reading in its Entirety. **CARRIED**

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Harding
Seconded by Councillor Parker

- 230/18** **THAT** the Royal Canadian Mounted Police October 2018 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.
CARRIED

ORGANIZATIONAL REVIEW AND WORKPLACE EVALUATION

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

- 231/18** **THAT** the Council of the Town of St. Stephen receives the “Town of St. Stephen Organizational Review Final Report” (the “report”) as prepared by Gerald Walsh Associates Inc. for informational purposes.

AND THAT the Council of the Town of St. Stephen direct the Chief Administrative Officer to review the recommendations contained in the report and prepare an implementation plan to be presented at a future meeting. **CARRIED**

CHANGE OF DATE: DECEMBER 2018 REGULAR TOWN COUNCIL MEETING

Moved by Councillor Hyslop
Seconded by Councillor Wheaton

- 232/18** **THAT** the Council of the Town of St. Stephen changes the date of the December Regular Town Council Meeting from the fourth (4th) Monday, 24th day of December, 2018 at 7:00 p.m., to the third (3rd) Monday, 17th day of December, 2018 at 7:00 p.m. as outlined in Subsection 9.01(1) of Section 9 “Meetings” of By-Law No. A-2.3, “A By-Law to Amend By-Law No. A-2, A By-Law Respecting Procedures of the Town Council and Town Administration” to be held in Council Chambers, 73 Milltown Blvd., Suite 112 (entrance at back corner of building). **CARRIED**

APPROVAL OF MUSIC – JOINT CHRISTMAS PROMOTION COMMITTEE

Moved by Councillor Parker
Seconded by Councillor Harding

- 233/18** **THAT** the Council of the Town of St. Stephen grants permission to the Joint Christmas Promotion Committee to allow music at various events outlined in the 2018 “St. Stephen Community Christmas” brochure, as well as at any additional events during the Christmas Season. **CARRIED**

DIALOGUE NB COMMUNITIES PROGRAM

Moved by Councillor Wheaton
Seconded by Deputy Mayor Carr

- 234/18** **THAT** the Council of the Town of St. Stephen formally joins the Dialogue Communities program with the yearly membership fee of \$500.00 (five hundred dollars), and hereby appoints Don Olmstead as its Dialogue Leader retroactively to November 17, 2018. **CARRIED**

TRUCK REPLACEMENT – TRANSPORTATION SERVICES

Moved by Councillor Hyslop
Seconded by Councillor Chisholm

- 235/18** **THAT** the Council of the Town of St. Stephen authorizes the reallocation of projected remaining funds from the 2018 Transportation Services Budget accounts “Equipment Purchase, Line Painting and Street Sweeping” to purchase a used ¼ ton truck at a purchase price not to exceed \$15,000.00 (fifteen thousand dollars).
CARRIED

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all Town meetings.
- Worked as bartender at the U17 hockey game at the Garcelon Civic Center.
- Plans to attend “Hockey Night in St. Stephen” on December 8th @ 5:00 p.m. at the Garcelon Civic Center.
- Attended the Black Friday Market at the Garcelon Civic Center.
- Attended the Christmas tree lighting ceremony.
- Attended the Remembrance Day Service at the St. Stephen Cenotaph.

Councillor Hyslop

- Attended the Black Friday Market at the Garcelon Civic Center.
- Attended Steering Committee meetings with Eastern Charlotte Waterways.
- Attended the Annual General Meeting of the Charlotte County Museum.
- Attended Canada 1st Basketball Committee meetings.
- Attended the Remembrance Day Service at the St. Stephen Cenotaph.
- Attended the Christmas Farmers’ Market at the Garcelon Civic Center.
- Attended the Multicultural Association of Charlotte County’s International Holiday Celebration at the St. Stephen Legion.
- Attended all Town meetings.
- Attended the U17 hockey game at the Garcelon Civic Center.

Councillor Parker

- Attended the Remembrance Day Service at the St. Stephen Cenotaph.
- Attended Steering Committee meetings with Eastern Charlotte Waterways.
- Attended many Christmas activities.
- Received cost information on the potential purchase of composters, a follow up from the presentation at the Committees meeting on September 12, 2018, and will provide it to the Chief Administrative Officer.
- After several cancellations, will continue to schedule a meeting with the new Librarian and Chief Administrative Officer.
- Attended all Town meetings.

Councillor Wheaton

- Attended all Town meetings.
- Attended a Transportation Forum hosted by the Southwest NB Transit Authority Board.
- Attended several Christmas Promotion meetings.
- Attended the Remembrance Day celebrations at the St. Stephen Elementary School.
- Attended the Christmas tree lighting ceremony.
- Attended the Black Friday Market at the Garcelon Civic Center.
- Attended and volunteered at the annual Santa's Helpers.
- Attended the Multicultural Association of Charlotte County's International Holiday Celebration at the St. Stephen Legion.
- Attended the U17 hockey game at the Garcelon Civic Center.

Councillor Harding

- Attended all Town meetings.
- Attended, on behalf of the Mayor, the Veterans' dinner at the St. Stephen Legion.
- Laid a wreath on behalf of the Town at the Remembrance Day Service in Milltown.
- Attended the Christmas Farmers' Market at the Garcelon Civic Center.
- Stated how great the mural looks on the wall at Town Square.

Councillor Chisholm

- Attended all Town meetings.
- Experienced a quiet month due to illness.

Mayor MacEachern

- Attended all Town meetings.
- Attended the U17 hockey game at the Garcelon Civic Center and commended staff and volunteers for their efforts in making it a great success.
- Attended a Regional Service community police meeting.
- Attended and participated in the Christmas tree lighting ceremony.
- Laid a wreath on behalf of the Town at the Remembrance Day Service at the St. Stephen Cenotaph.
- Pleased to hear some residents plan on decorating the Milltown bandstand during the Christmas season.

16. QUESTION PERIOD

There were no questions from the public and Krisi Marples, editor of *The Saint Croix Courier* and *Courier Weekend*, had no questions.

17. ADJOURNMENT

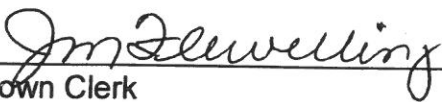
ADJOURNMENT

Moved by Councillor Harding
Seconded by Councillor Hyslop

236/18 **THAT** the meeting adjourn at 7:19 p.m. **CARRIED**



Mayor



Town Clerk