

**TOWN OF ST. STEPHEN**  
**REGULAR COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**MONDAY, FEBRUARY 25, 2019 @ 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 Acting Town Clerk Alison Estey.

ABSENT: Town Clerk Joan Flewelling.

3. APPROVAL OF AGENDA

**AGENDA**

Moved by Councillor Hyslop  
Seconded by Councillor Harding

18/19

**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

(a) Mayor MacEachern proclaimed March 26, 2019 as Purple Day for Epilepsy.

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

19/19

**THAT** the Minutes of the Regular Council meeting held on January 28, 2019 be approved as circulated. **CARRIED**

8. ACCOUNTS

**STATEMENTS OF REVENUE AND EXPENDITURE**

Moved by Councillor Wheaton

Seconded by Councillor Harding

- 20/19** **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to November 30, 2018 be received. **CARRIED**

**PAID BILLS**

Moved by Councillor Chisholm

Seconded by Deputy Mayor Carr

- 21/19** **THAT** the paid bills in the amount of \$1,469,075.02 (one million, four hundred and sixty-nine thousand, seventy-five dollars and two cents) be received. **CARRIED**

9. COMMUNICATIONS

**COMMUNICATION FOR INFORMATION**

No communication for information.

**COMMUNICATION FOR ACTION**

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

**COMMITTEES MEETING**

Moved by Councillor Hyslop

Seconded by Councillor Wheaton

- 22/19** **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 February 13, 2019 be approved as circulated. **CARRIED**

11. STAFF REPORTS

**STAFF REPORTS**

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

- 23/19** **THAT** the following staff reports for the month of January 2019 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Fire Department; By-Laws and Building Inspection Services; Development / Property Management Office; and Garcelon Civic Center. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

**BY-LAW NO. Z-1.8 - A BY-LAW TO AMEND BY-LAW NO. Z-1, BEING THE TOWN OF ST. STEPHEN ZONING BY-LAW – FIRST READING – SHORT TITLE ONLY**

Moved by Deputy Mayor Carr

Seconded by Councillor Hyslop

24/19

**THAT** leave now be given to introduce a by-law entitled By-Law No. Z-1.8 – “A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law” – for First Reading – Short Title Only. **CARRIED**

14. NEW BUSINESS

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

Moved by Councillor Parker

Seconded by Councillor Harding

25/19

**THAT** the Royal Canadian Mounted Police January 2019 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**SCOTIABANK BORROWING AUTHORITY**

Moved by Councillor Wheaton

Seconded by Deputy Mayor Carr

26/19

**BE IT RESOLVED THAT** the Mayor or such other person as the Council appoints, shall jointly with the Treasurer or Assistant Treasurer be hereby authorized on behalf of the Town of St. Stephen (the “Corporation”) to borrow from the Scotiabank (the “Bank”), from time to time by way of overdraft, a sum or sums not exceeding at any one time \$369,944.00 (three hundred and sixty nine thousand, nine hundred and forty four dollars), to meet current expenditures of the Corporation for the year 2019. The Mayor, Deputy Mayor or Chief Administrative Officer, together with the Treasurer or Assistant Treasurer, shall be appointed by the Council of the Town of St. Stephen on all amounts to \$5,000 (five thousand dollars). The Mayor or Deputy Mayor together with the Treasurer or Assistant Treasurer shall be appointed by the Council of the Town of St. Stephen on all amounts greater than \$5,000 (five thousand dollars).

**THAT** the Mayor or Deputy Mayor with the Treasurer or Assistant Treasurer are hereby authorized to sign and deliver the Scotiabank Financial Services Agreement, any service requests and any other banking agreements on behalf of the Corporation.

**THAT** the Treasurer or Assistant Treasurer are hereby authorized and directed to furnish to the Bank, at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected, or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year, and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.

**THAT** the Treasurer or Assistant Treasurer are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the monies hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the monies collected or received from any other source. **CARRIED**

**ROYAL BANK OF CANADA BORROWING AUTHORITY**

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

27/19

**BE IT RESOLVED THAT** the Mayor or such other person as the Council appoints, shall jointly with the Treasurer be hereby authorized on behalf of the Town of St. Stephen (the "Corporation") to borrow from the Royal Bank of Canada during the year ending December 31, 2019, the sum of \$1,166,197.00 (one million, one hundred and sixty six thousand, one hundred and ninety seven dollars) to be advanced in such amounts as may be required, from time to time, for Water and Sewerage Accounts. The Mayor, Deputy Mayor or Chief Administrative Officer, together with the Treasurer or Assistant Treasurer, shall be appointed by the Council of the Town of St. Stephen on all amounts to \$5,000 (five thousand dollars). The Mayor or Deputy Mayor together with the Treasurer or Assistant Treasurer shall be appointed by the Council of the Town of St. Stephen on all amounts greater than \$5,000 (five thousand dollars).

**THAT** the said sum of \$1,166,197.00 (one million, one hundred and sixty six thousand, one hundred and ninety seven dollars) so to be borrowed shall be repaid on or before the 31<sup>st</sup> day of December next; and the promissory note or notes of the Corporation, if any, given therefore, if made payable before the said 31<sup>st</sup> day of December may be renewed by the said Mayor and Treasurer, from time to time, but no renewal shall fall due later than the 31<sup>st</sup> day of December next. **CARRIED**

**APPROVAL OF EVENT – EPILEPSY AWARENESS LAMPPOST DECORATING**

Moved by Councillor Parker

Seconded by Councillor Harding

28/19

**THAT** the Council of the Town of St. Stephen grants permission to the Epilepsy Association of Nova Scotia to tie purple ribbons on lamp posts along Milltown Boulevard between March 19, 2019 and March 31, 2019 in order to bring awareness to Epilepsy. **CARRIED**

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor Carr

- Attended all Town meetings.
- Attended the International Homecoming Festival meeting.
- Attended the Chamber of Commerce Annual General Meeting.
- Attended the Rotary Super Draw.

Councillor Chisholm

- Attended all Town meetings.
- Attended the Wall of Fame meeting.
- Attended the Waterfront Trails Information Session.

Councillor Harding

- Attended all Town meetings.
- Attended a "Meet & Greet" for the new owners of St. Stephen Guardian.
- Attended a Planning Advisory Committee meeting.
- Attended a Milltown Development Committee meeting on the "Turning the Corner" project.

Councillor Parker

- Attended all Town meetings.
- Attended the Sod Turning for Beacon Waterfront Apartments.
- Attended a Planning Advisory Committee meeting.

Councillor Wheaton

- Attended all Town meetings.
- Attended the follow-up Christmas Promotion meeting.
- Attended several Milltown Development Committee meetings on the "Turning the Corner" project.
- Participated in a conference call for the Advisory Committee of the Southwest NB Transit Authority Board.
- Attended several Trail Committee meetings.
- Attended the Rotary Super Draw.
- Attended the Coffee House at the Vineyard.
- Attended the Chamber of Commerce Annual General Meeting.
- Participated in the Curl for Cancer Bonspiel.
- Attended the Sod Turning for Beacon Waterfront Apartments.
- Attended the International Homecoming Festival meeting.

Councillor Hyslop

- Attended all Town meetings.
- Attended the Waterfront Trails Information Session.
- Attended the Rotary Super Draw.
- Attended the Coffee House at the Vineyard.
- Attended the Chamber of Commerce Annual General Meeting.
- Attended the Charlotte County Museum Annual General Meeting.
- Attended a “Meet & Greet” for the new owners of St. Stephen Guardian.
- Participated in the Curl for Cancer Bonspiel.
- Attended the ACES Idol “We’ve Got Your Back”.
- Attended a Canada 1<sup>st</sup> Basketball Committee meeting.

Mayor MacEachern

- Attended all Town meetings.
- Attended the Waterfront Trails Information Session.
- Attended the Chamber of Commerce Annual General Meeting.
- Attended the Sod Turning for Beacon Waterfront Apartments.
- Attended a Milltown Development Committee meeting on the “Turning the Corner” project.

16. QUESTION PERIOD

Andrew Sutton, a reporter with the *Saint Croix Courier*, confirmed that Council had sent a letter to the Mayor of Campobello in response to a letter from Brent McPherson, Chair of the Campobello Island Year Round Ferry Development Committee, and asked for a copy of same.

Mayor MacEachern advised that he would need to request a copy through the Campobello office.

17. ADJOURNMENT

**ADJOURNMENT**

Moved by Councillor Harding  
Seconded by Councillor Hyslop

**29/19** **THAT** the meeting adjourn at 7:24 p.m. **CARRIED**

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Mayor

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Acting Town Clerk

Councillor Hyslop

- Attended all Town meetings.
- Attended the Waterfront Trails Information Session.
- Attended the Rotary Super Draw.
- Attended the Coffee House at the Vineyard.
- Attended the Chamber of Commerce Annual General Meeting.
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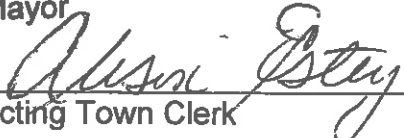
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29/19 THAT the meeting adjourn at 7:24 p.m. CARRIED

  
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Mayor

  
\_\_\_\_\_  
Acting Town Clerk