

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, MARCH 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 Town Clerk Joan Flewelling.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

30/19 **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**

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 Councillor Harding

31/19 **THAT** the Minutes of the Regular Council meeting held on February 25, 2019 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Wheaton
Seconded by Deputy Mayor Carr

- 32/19 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to January 31, 2019 be received.
CARRIED

PAID BILLS

Moved by Deputy Mayor Carr
Seconded by Councillor Harding

- 33/19 **THAT** the paid bills in the amount of \$1,258,402.69 (one million, two hundred and fifty-eight thousand, four hundred and two dollars and sixty-nine cents) be received.
CARRIED

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Chisholm
Seconded by Deputy Mayor Carr

- 34/19 **THAT** Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

COMMITTEES MEETING

Moved by Councillor Harding
Seconded by Councillor Chisholm

- 35/19 **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 March 13, 2019 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Wheaton

Seconded by Councillor Parker

36/19 **THAT** the following staff reports for the month of February 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 – SECOND READING – READING IN ITS ENTIRETY

Moved by Deputy Mayor Carr

Seconded by Councillor Wheaton

37/19 **THAT** 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” – be given Second Reading – Reading in its Entirety. **CARRIED**

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 – THIRD AND FINAL READING – SHORT TITLE ONLY

Moved by Councillor Harding

Seconded by Councillor Wheaton

38/19 **THAT** 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” – Third and Final Reading – Short Title Only. **CARRIED**

BY-LAW NO. A-2.4 - A BY-LAW TO AMEND BY-LAW NO. A-2, “A BY-LAW RESPECTING PROCEDURES OF THE TOWN COUNCIL AND TOWN ADMINISTRATION”– FIRST READING – SHORT TITLE ONLY

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

39/19 **THAT** leave now be given to introduce a by-law entitled By-Law No. A-2.4 – “A By-Law to Amend By-Law No. A-2, A By-Law Respecting Procedures of the Town Council and Town Administration” – for First Reading – Short Title Only. **CARRIED**

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Harding

Seconded by Councillor Chisholm

40/19 **THAT** the Royal Canadian Mounted Police February 2019 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.

CARRIED

ST. STEPHEN/COASTAL LINK TRAILS INC. INITIATIVE

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

41/19 **THAT** the Council of the Town of St. Stephen directs the Chief Administrative Officer to engage Coastal Link Trails Inc. to confirm one hundred percent (100%) funding for the engineering design and cost estimate for the proposed trail upgrade from the Ferry Point Bridge to the former Axe factory.

AND THAT Council further directs the Chief Administrative Officer to proceed with the design and the proposed upgrade contingent on funding confirmation.

CARRIED

APPLICATION FOR FINANCING - GENERAL FUND

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

42/19 **BE IT RESOLVED THAT** the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$894,000 (eight hundred and ninety-four thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue postdated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Recreation and Cultural Services</u> Additional construction costs of a new multi-purpose recreation, cultural and meeting facility for subgrade footings and other facility construction costs	\$239,000	20 Years

Transportation Services

Prince William Street Infrastructure Renewal \$655,000 10 Years

\$894,000

CARRIED

APPLICATION FOR FINANCING - WATER AND SEWERAGE FUND

Moved by Councillor Hyslop
 Seconded by Councillor Wheaton

43/19

BE IT RESOLVED THAT the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$1,246,000 (one million, two hundred and forty-six thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue post dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Environmental Health Services</u>		
Refinancing Debenture No. BA 27-2009	\$970,000	10 Years
Prince William Street Infrastructure Renewal	<u>\$276,000</u>	10 Years
	<u>\$1,246,000</u>	

CARRIED

COMMUNITY GRANTS FUND

Moved by Councillor Hyslop
 Seconded by Deputy Mayor Carr

44/19

THAT the Council of the Town of St. Stephen approves the following community grants:

Chocolate Museum	\$18,500
Boys & Girls Club	\$ 5,000
Charlotte County Museum (Insurance)	\$ 2,320
Chocolate Festival	\$ 1,500
Charlotte County Museum	\$ 1,000
Charlotte County Alternative Transportation Association	\$ 2,500
Charlotte County Fall Fair	\$ 1,000 (plus in kind of \$4,000)
Charlotte County Fall Fair (Lumberjack)	\$ 1,000 (plus in kind of \$4,000)
Charlotte County IWK Committee (Garcelon Civic Center Rental)	\$ 1,100
St. Croix Ridgerunners Snowmobile Club	\$ 175

AND THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign "Confirmation of Support from Municipal Government or Equivalent Authority" forms as part of the federal grant applications submitted by the Ganong Nature Park on behalf of the Charlotte County Fall Fair and International Lumberjack Championships, both of which outline the "in kind" support, as well as the grant of \$1,000.00 (one thousand dollars) as above-noted. **CARRIED**

CHANGE OF DATE: APRIL 2019 REGULAR TOWN COUNCIL MEETING

Moved by Councillor Parker

Seconded by Councillor Wheaton

45/19

THAT the Council of the Town of St. Stephen changes the date of the April Regular Town Council Meeting from the fourth (4th) Monday, 22nd day of April, 2019 at 7:00 p.m., to the fifth (5th) Monday, 29th day of April, 2019 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**

FUNDRAISING ROAD TOLL – CHARLOTTE COUNTY GROUND SEARCH AND RESCUE TEAM

Moved by Councillor Harding

Seconded by Councillor Chisholm

46/19

THAT the Council of the Town of St. Stephen approves the request from the Charlotte County Ground Search and Rescue (CCGSAR) Team to establish a voluntary road toll for fundraising purposes on Queen Street West (between Porter and King Streets) on Saturday, May 4, 2019 between the hours of 9:00 a.m. and 5:00 p.m., and acknowledges receipt of the CCGSAR Team's Certificate of Insurance. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all Town meetings.
- Attended the announcement on additional vehicle charging stations.
- Attended an International Homecoming Festival meeting.
- Plans to attend the blood donor clinic after the meeting.

Councillor Hyslop

- Attended all Town meetings.
- Attended Canada 1st Basketball Committee meetings.
- Attended a Charlotte County Museum board meeting.

Councillor Parker

- Responded to several telephone calls.
- Visited the construction site of the future Beacon Waterfront Apartments.
- Attended all Town meetings.

Councillor Wheaton

- On vacation for a portion of the month.
- Attended a Chocolate Museum Operating Committee meeting.
- Attended several Trail Committee meetings.
- Assisted in the organization and attended the community World Day of Prayer.

Councillor Harding

- Attended all Town meetings.
- Announced that a public meeting will be held on Tuesday, April 16, 2019 from 7:00 p.m. – 8:00 p.m. at the St. Patrick's Hall to discuss three (3) Milltown Development projects:

Councillor Chisholm

- Attended a Wall of Fame meeting and advised that he has tickets for sale for the dinner and induction ceremony to be held on Saturday, May 25, 2019 at the Garcelon Civic Center.
- Participated in interviews for the new position of Director, Community Services.
- Attended all Town meetings.

Mayor MacEachern

- Attended all Town meetings.
- Attended several Trail Committee meetings.
- Attended the announcement on additional vehicle charging stations.
- Attended numerous other meetings.

16. QUESTION PERIOD

There were no questions from the public.


17. ADJOURNMENT

ADJOURNMENT


Moved by Councillor Parker

Seconded by Councillor Harding

47/19 THAT the meeting adjourn at 7:20 p.m. CARRIED



Mayor



Town Clerk