

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, JUNE 24, 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, and Ken Parker; Chief Administrative Officer Jeff Renaud; and Town Clerk Joan Flewelling.

ABSENT: Councillor Phil Chisholm.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Hyslop
Seconded by Councillor Harding

107/19 **THAT** the Agenda be approved as circulated.

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 Wheaton

108/19 **THAT** the Minutes of the Regular Council meeting held on May 27, 2019 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

109/19 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to April 30, 2019 be received.

CARRIED

PAID BILLS

Moved by Councillor Wheaton

Seconded by Councillor Parker

110/19 **THAT** the paid bills in the amount of \$2,260,659.06 (two million, two hundred and sixty thousand, six hundred and fifty-nine dollars and six cents) be received.

CARRIED

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Harding

Seconded by Councillor Hyslop

111/19 **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 Deputy Mayor Carr

Seconded by Councillor Hyslop

112/19 **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 June 12, 2019 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Wheaton
Seconded by Councillor Harding

- 113/19 **THAT** the following staff reports for the month of May 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. T-7 - A BY-LAW TO STOP UP AND CLOSE A PORTION OF BUDD AVENUE – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Parker
Seconded by Deputy Mayor Carr

- 114/19 **THAT** By-Law No. T-7, “A By-Law to Stop Up and Close a Portion of Budd Avenue” – be given Second Reading – Reading in its Entirety.

BY-LAW NO. T-7 - A BY-LAW TO STOP UP AND CLOSE A PORTION OF BUDD AVENUE – THIRD AND FINAL READING – SHORT TITLE ONLY

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

- 115/19 **THAT** By-Law No. T-7, “A By-Law to Stop Up and Close a Portion of Budd Avenue” – be given Third and Final Reading – Short Title Only. **CARRIED**

BY-LAW NO. W-4 - A BY-LAW TO RESCIND BOTH BY-LAW NO. W-1.1, A BY-LAW TO AMEND BY-LAW NO. W-1, A BY-LAW RESPECTING WATER AND SEWER RATES AND CHARGES AND BY-LAW NO. W-2.1, A BY-LAW TO AMEND BY-LAW NO. W-2, A BY-LAW RELATED TO WATER AND SEWER SYSTEMS” – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Harding
Seconded by Councillor Wheaton

- 116/19 **THAT** By-Law No. W-4 – A By-Law to Rescind both By-Law No. W-1.1, A By-Law to Amend By-Law No. W-1, A By-Law Respecting Water and Sewer Rates and Charges, and By-Law No. W-2.1, A By-Law to Amend By-Law No. W-2, A By-Law Related to Water and Sewer Systems” – be given Second Reading – Reading in its Entirety. **CARRIED**

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Wheaton

Seconded by Councillor Harding

- 117/19 **THAT** the Royal Canadian Mounted Police May 2019 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.
CARRIED

RENAMING OF A PORTION OF PROGRESS DRIVE

Moved by Deputy Mayor Carr

Seconded by Councillor Parker

- 118/19 **THAT** the Council of the Town of St. Stephen approves the request from Tidal Health Solutions Ltd. for the renaming of a portion of Progress Drive, highlighted on the attached Plan of Survey, as “Tidal Way”. **CARRIED**

AWARDING OF TENDER RFP# TOSS19-05: WEBSITE REDESIGN

Moved by Councillor Wheaton

Seconded by Councillor Harding

- 119/19 **THAT** of the four (4) tenders received, the low tender of \$30,975.00 (thirty thousand, nine hundred and seventy-five dollars), plus HST, from Blaze Studios Inc. of Moncton, NB, for the redesign of the Town’s website be accepted, with funding to be drawn from the General Operating Reserve.

AND THAT the Council of the Town of St. Stephen authorizes the Chief Administrative Officer to utilize up to \$50,000 (fifty thousand dollars) for the total project to allow for services such as copywriting or photography where the Chief Administrative Officer determines it would be beneficial to the overall project, with funding to be drawn from the General Operating Reserve. **CARRIED**

ENGAGEMENT LETTER – MRSB CHARTERED PROFESSIONAL ACCOUNTANTS

Moved by Deputy Mayor Carr

Seconded by Councillor Parker

- 120/19 **THAT** the Council of the Town of St. Stephen authorizes the Chief Administrative Officer to sign an engagement letter, retroactively to June 13, 2019, with MRSB Chartered Professional Accountants of Prince Edward Island to provide Sales and Commodity Tax Consultation Services related to the potential relocation of municipal administrative offices to the Garcelon Civic Center for the estimated fee of \$3,000.00 (three thousand dollars), plus HST. **CARRIED**

AWARDING OF TENDER: GARCELON INTERIOR FIT-UP – ST. STEPHEN, NB – TENDER # TOSS19-06

Moved by Councillor Wheaton

Seconded by Councillor Harding

- 121/19 **THAT** of the four (4) tenders received, the low tender of \$405,000 (four hundred and five thousand dollars), plus HST, from King Construction Ltd. of Hanwell, NB, for the Garcelon Interior Fit-Up (renovation project) for the relocation of municipal administrative offices to the Garcelon Civic Center be accepted contingent on results satisfactory to the Chief Administrative Officer and Treasurer, jointly, of the review of potential tax implications related to the proposed relocation of Town Hall. **CARRIED**

REAPPOINTMENT – ST. CROIX PUBLIC LIBRARY BOARD

Moved by Councillor Parker

Seconded by Councillor Hyslop

- 122/19 **THAT** Jane Lindsay be reappointed to the Board of Trustees of the St. Croix Public Library for a one (1) year term effective July 1, 2019 and expiring June 30, 2020. **CARRIED**

PURCHASE AND SALE – PID # 15035165 (Route 170)

Moved by Deputy Mayor Carr

Seconded by Councillor Wheaton

- 123/19 **WHEREAS** the Council of the Town of St. Stephen, at its closed session on May 15, 2019, as per Section 68(1)(d) of the NB *Local Governance Act*, directed the Chief Administrative Officer to negotiate terms of an Agreement of Purchase and Sale with Valley Auto Parts Ltd. for the purchase of town-owned property known as PID # 15035165 situate at Route 170, Dufferin;

AND WHEREAS the Council of the Town of St. Stephen and Valley Auto Parts Ltd. have agreed to terms of an Agreement of Purchase and Sale, in the form presented to Council at its closed session on June 12, 2019, as per Section 68(1)(d) of the NB *Local Governance Act*, for the above-noted property;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Agreement of Purchase and Sale between The Town of St. Stephen and Valley Auto Parts Ltd., in the form presented to Council, as well as any other necessary documentation to complete the transfer;

NOW THEREFORE BE IT FURTHER RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to extend the Closing Date set out in the Agreement of Purchase and Sale, as recommended by the Town Solicitor. **CARRIED**

PURCHASE AND SALE – PORTION OF PID # 15021918 (Land Behind Old Town Hall Building)

Moved by Councillor Harding
Seconded by Councillor Parker

124/19

WHEREAS the Council of the Town of St. Stephen, at its closed session on April 17, 2019, as per Section 68(1)(d) of the NB *Local Governance Act*, directed the Chief Administrative Officer to negotiate terms of an Agreement of Purchase and Sale with Heritage Resources Inc. for the purchase of a portion of town-owned property known as PID # 15021918;

AND WHEREAS the Council of the Town of St. Stephen and Heritage Resources Inc. have agreed to terms of an Agreement of Purchase and Sale, in the form presented to Council at its closed session on June 12, 2019, as per Section 68(1)(d) of the NB *Local Governance Act*, for a portion of the above-noted property;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Agreement of Purchase and Sale between The Town of St. Stephen and Heritage Resources Inc., in the form presented to Council, as well as any other necessary documentation to complete the transfer.

NOW THEREFORE BE IT FURTHER RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to extend the Closing Date set out in the Agreement of Purchase and Sale, as recommended by the Town Solicitor.

CARRIED

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Represented the Mayor at the Sea Cadets inspection in St. Andrews.
- Attended a brief meeting on the mural project.
- Attended the 3 Country Bike Ride ceremony.
- Attended his son's grand march and graduation from SSHS.
- Attended all Town meetings.

Councillor Hyslop

- Attended all Town meetings.
- Attended the 3 Country Bike Ride ceremony.
- Attended Canada 1st Basketball Committee meetings.
- Watched the Toronto Raptors basketball game from the old basketball court located in the St. Croix Vocational building on King Street.
- Attended a Charlotte County Museum meeting with Heritage NB, and pleased that the museum has received a grant.

- Advised that Tom Morrison, Engineer with Heritage Standing Inc., will present at the Charlotte County Museum on Monday, August 12th @ 7:00 p.m.
- Advised that the St. Croix International Waterway Commission will tentatively present at the Charlotte County Museum in August on topics such as the lumber industry and the Passamaquoddy Tribe.

Councillor Parker

- Attended the 3 Country Bike Ride ceremony.
- Toured the new project, St. Stephen Landing, on Route 3.
- Toured the new Beacon Waterfront Apartments site.
- Attended all Town meetings.
- Responded to e-mails and phone calls.

Councillor Wheaton

- Attended all Town meetings.
- Attended a Chocolate Fest and Chocolate Museum Operating Committee meeting.
- Chocolate Fest (35th Birthday Blast) will be held August 4 – 8, 2019 and flyers will be circulated in the near future, along with information on Facebook.
- Attended a “Small Shop Festival” meeting – plans for Festival Day on August 23, same day as the Sea Dogs hockey game.
- Attended a Southwest NB Transit Authority Board Inc. meeting.
- Attended the 3 Country Bike Ride ceremony.
- Volunteered at the SSHS graduation banquet.
- Attended the SSHS Grand March.
- Attended the grand opening of Carol-Ann’s House, Second Stage Housing.
- Looks forward to the Canada Day celebrations.
- Attended Tomato/Tomato “Canary in a Coal Mine Tour” at the Garcelon Civic Center.

Councillor Harding

- Absent from the monthly Committees meeting due to a medical appointment.
- Attended Drag Queen Bingo.

Mayor MacEachern

- Attended a climate change meeting in Oak Bay hosted by Eastern Charlotte Waterways.
- Attended the 3 Country Bike Ride ceremony.
- Attended the SSHS graduation banquet.
- Attended the grand opening of Carol-Ann’s House, Second Stage Housing.

- Attended the Federation of Canadian Municipalities Conference in Quebec City.
- Attended a meeting with three Provincial Cabinet Ministers.

16. QUESTION PERIOD

There were no questions from the public.


17. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

125/19 THAT the meeting adjourn at 7:25 p.m. CARRIED



Mayor



Town Clerk

