

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, JANUARY 27, 2020 @ 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 Deputy Mayor Carr

01/20 **THAT** the Agenda be approved as circulated. **CARRIED**

4. **CONFLICT OF INTEREST**

Councillor Hyslop declared a conflict of interest on the motion "Purchase and Sale – PID # 1305705 (120 Milltown Boulevard) noted as 14(g) under New Business as previously declared on Form 3 "Statement Disclosing a Conflict of Interest" and filed with the Town Clerk on January 15, 2020, and left Council Chambers during the vote on the motion.

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

There were no reading of 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

02/20 **THAT** the Minutes of the Regular Council meeting held on December 16, 2019 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Deputy Mayor Carr

Seconded by Councillor Hyslop

03/20 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to November 30, 2019 be received. **CARRIED**

PAID BILLS

Moved by Councillor Wheaton

Seconded by Councillor Harding

04/20 **THAT** the paid bills in the amount of \$3,112,870.36 (three million, one hundred twelve thousand, eight hundred and seventy dollars and thirty-six 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 Chisholm

05/20 **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 January 15, 2020 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Harding

Seconded by Councillor Chisholm

06/20 **THAT** the following staff reports for the month of December 2019 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Fire Department; By-Laws and Building Inspection Services; and Community Services.

CARRIED

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

No by-laws considered.

14. NEW BUSINESS

RESCINDING OF JAWS OF LIFE POLICY

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

07/20 **THAT** the Council of the Town of St. Stephen rescinds the "Jaws of Life" Policy No. 48. **CARRIED**

COMMUNITY GRANTS FUND

Moved by Deputy Mayor Carr

Seconded by Councillor Chisholm

08/20 **THAT** the Council of the Town of St. Stephen approves the following community grants:

Boys & Girls Club of Charlotte County Inc.	\$ 5,000
Charlotte County Museum (Insurance)	\$ 2,500
Chocolate Fest Inc.	\$ 1,500
The Chocolate Museum	\$ 6,000
Charlotte County Alternative Transportation Association	\$ 3,000
Ganong Nature Park - Charlotte County Fall Fair (plus in kind up to \$4,000)	\$ 2,000
Ganong Nature Park - Lumberjack Championship (plus in kind up to \$4,000)	\$ 1,000
Charlotte County Ground Search and Rescue	\$ 2,500
Saint John Regional Hospital Foundation	\$ 3,000
The Charlotte County Hospital Foundation Inc.	\$ 3,000
St. Stephen Rural Cemetery	\$ 3,000

St. Croix Theatre Company	\$ 500
Charlotte County IWK Committee (Garcelon Civic Center Rental)	\$ 1,100
International Festival	\$ 5,000
Charlotte County SPCA	\$ 1,000

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 Lumberjack Championship, which outline the "in kind" support, as well as the grant of \$2,000.00 (two thousand dollars) and \$1,000.00 (one thousand dollars), respectively, as above-noted. **CARRIED**

LOCAL PLANNING SERVICES – SOUTHWEST NEW BRUNSWICK SERVICE COMMISSION

Moved by Councillor Hyslop
Seconded by Councillor Wheaton

09/20 **THAT** the Council of the Town of St. Stephen approves planning and development services to be contracted out to the Southwest New Brunswick Service Commission (SNBSC), and authorizes the Mayor and Town Clerk to execute the Local Planning Services Agreement with SNBSC, in the form presented to Council. **CARRIED**

PURCHASING POLICY NO. 3A – PURCHASE ORDER REQUIREMENTS

Moved by Councillor Parker
Seconded by Councillor Harding

10/20 **THAT** the Council of the Town of St. Stephen authorizes a moratorium on the requirements for Purchase Orders as currently contained in Purchasing Policy No. 3A until such time as a new procurement policy is adopted by Council. **CARRIED**

AWARDING OF TENDER: SOLID WASTE AND RECYCLING COLLECTION AND DISPOSAL SERVICES – TENDER # TOSS19-10

Moved by Councillor Hyslop
Seconded by Deputy Mayor Carr

11/20 **THAT** of the two (2) tenders received, the tender for the annualized sum of \$188,663.28 (one hundred and eighty-eight thousand, six hundred and sixty-three dollars and twenty-eight cents), including HST, from Southern Sanitation Ltd. of Oak Bay, NB, for solid waste and recycling collection services for the period of February 1, 2020 to October 31, 2023, be accepted subject to the terms and conditions of the tender and vendor's proposal. **CARRIED**

COASTAL LINK TRAIL – UPGRADES

Moved by Councillor Chisholm

Seconded by Councillor Harding

- 12/20 **THAT** the Council of the Town of St. Stephen accepts the offer from Coastal Link Trail Inc. to cover the costs for upgrades to the Waterfront Trail as outlined in the report from Dillon Consulting Limited, in the form presented to Council.

AND THAT Council approves the following trail surface:

- Segment 1 (International Border to Town Wharf) – Paved Asphalt Surface
- Segment 2 (Town Wharf to Dennis Stream Bridge) – Paved Asphalt Surface
- Segment 3 (Beyond Dennis Stream Bridge) – Paved Asphalt Road Shoulder

CARRIED

PURCHASE AND SALE – PID # 1305705 (120 MILLTOWN BOULEVARD)

Moved by Councillor Parker

Seconded by Councillor Wheaton

- 13/20 **WHEREAS** the Council of the Town of St. Stephen, at its closed session on January 15, 2020, as per Section 68(1)(d) of the NB *Local Governance Act*, reviewed and accepted the proposal from Sweeney International Marine Corp. (SIMCorp) for the purchase of property located at 120 Milltown Boulevard and known as PID # 1305705.

NOW THEREFORE BE IT RESOLVED THAT Council authorizes the Mayor and Town Clerk to execute all documentation deemed necessary by legal counsel to complete the transaction. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all Town meetings.
- Attended the Mayor's Levee.

Councillor Hyslop

- Attended the Mayor's Levee.
- Attended a Coffee House at the St. Croix Vineyard.
- Attended a junior hockey game.
- Attended the grand opening of the St. Stephen Middle School Theatre.
- Attended all Town meetings.
- Attended Canada 1st Basketball Committee meetings to discuss Phase II with the consultant who was impressed with the town and the basketball court.

Councillor Parker

- Attended all Town meetings.
- Attended meetings with the St. Croix Librarian on the storage room renovations.

Councillor Wheaton

- Attended all Town meetings.
- Attended a Dialogue NB meeting.
- Attended the Mayor's Levee.
- Attended several planning sessions for preparation of St. Stephen's 150th anniversary in 2021 and the first meeting is scheduled for Wednesday, February 5th @ 10:00 a.m. at the Garcelon Civic Center.
- Attended the grand opening of the St. Stephen Middle School Theatre.
- Attended one of the ongoing monthly fundraising dinners at the St. Stephen Legion.
- Attended a Coffee House at the St. Croix Vineyard.
- Attended a production of the St. Croix Theatre Company.
- Attended a Southwest NB Transit Authority Inc. board meeting which is still very active and recognizes the need for transportation services.

Councillor Harding

- Attended all Town meetings.
- Spoke with several people and will continue to do so in the hopes of saving the Milltown Generating Station.

Councillor Chisholm

- Attended the Mayor's Levee.
- Attended two Wall of Fame meetings in preparation for this year's banquet and induction ceremony.
- Attended all Town meetings.

Mayor MacEachern

- Attended the Mayor's Levee.
- Attended CEDC meetings.
- Attended a meeting at the Garcelon Civic Center hosted by NB Power on the Milltown Generating Station and was very disappointed that an agreement with the Department of Fisheries and Oceans to decommission the damn had already been signed.
- Attended a strategic planning session with Charlotte County mayors.
- Attended the grand opening of the St. Stephen Middle School Theatre.

16. QUESTION PERIOD

There were no questions from the public.

17. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

14/20 **THAT** the meeting adjourn at 7:20 p.m. CARRIED



Mayor



Town Clerk