

**TOWN OF ST. STEPHEN**  
**REGULAR COUNCIL**  
**MONDAY, JUNE 22, 2020 @ 7:00 P.M.**

**In response to the outbreak of the COVID-19 virus, the meeting was conducted by Electronic Participation and was broadcast live on the Town's Facebook page.**

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 Wheaton

**87/20** **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 Hyslop  
Seconded by Councillor Parker

**88/20** **THAT** the Minutes of the Regular Council meeting held on May 25, 2020 be approved as circulated. **CARRIED**

8. ACCOUNTS

**STATEMENTS OF REVENUE AND EXPENDITURE**

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

89/20 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to April 30, 2020 be received.

**CARRIED**

**PAID BILLS**

Moved by Deputy Mayor Carr

Seconded by Councillor Harding

90/20 **THAT** the paid bills in the amount of \$1,382,567.01 (one million, three hundred and eighty-two thousand, five hundred and sixty-seven dollars and one cent) 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 Deputy Mayor Carr

91/20 **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 June 10, 2020 be approved as circulated.

**CARRIED**

11. STAFF REPORTS

**STAFF REPORTS**

Moved by Councillor Parker

Seconded by Councillor Wheaton

92/20 **THAT** the following staff reports for the month of May 2020 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

**BY-LAW NO. L-11 – SUBDIVISION BY-LAW – THIRD AND FINAL READING – SHORT TITLE ONLY**

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

93/20 **THAT** By-law No. L-11 – “Subdivision By-law” – be given Third and Final Reading – Short Title Only. **CARRIED**

**BY-LAW NO. L-12 – A BY-LAW TO REGULATE THE DELIVERY OF FLYERS – THIRD AND FINAL READING – SHORT TITLE ONLY**

Moved by Councillor Wheaton

Seconded by Councillor Harding

94/20 **THAT** By-law No. L-12 – “A By-law to Regulate the Delivery of Flyers” – be given Third and Final Reading – Short Title Only. **CARRIED**

Deputy Mayor Carr voting in favour of the motion.

Councillor Harding voting in favour of the motion.

Councillor Wheaton voting in favour of the motion.

Councillor Hyslop voting in favour of the motion.

Councillor Chisholm voting in favour of the motion.

Councillor Parker voting against the motion.

**BY-LAW NO. S-14 – A BY-LAW TO PROHIBIT EXCESSIVE NOISES – THIRD AND FINAL READING – SHORT TITLE ONLY**

Moved by Councillor Parker

Seconded by Councillor Hyslop

95/20 **THAT** By-law No. S-14 – “A By-law to Prohibit Excessive Noises” – be given Third and Final Reading – Short Title Only. **CARRIED**

**BY-LAW NO. A-15 - A BY-LAW TO AUTHORIZE THE DELEGATION OF CERTAIN POWERS TO THE CHIEF ADMINISTRATIVE OFFICER – THIRD AND FINAL READING – SHORT TITLE ONLY**

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

96/20 **THAT** By-Law No. A-15 – “A By-Law to Authorize the Delegation of Certain Powers to the Chief Administrative Officer” – be given Third and Final Reading – Short Title Only. **CARRIED**

**BY-LAW NO. A-16 - A BY-LAW TO REPEAL A BY-LAW TO ESTABLISH A RECREATION ADVISORY COMMITTEE – THIRD AND FINAL READING – SHORT TITLE ONLY**

Moved by Councillor Chisholm

Seconded by Councillor Parker

- 97/20 **THAT** By-Law No. A-16 – “A By-Law to Repeal a By-Law to Establish a Recreation Advisory Committee” – be given Third and Final Reading – Short Title Only.  
**CARRIED**

14. **NEW BUSINESS**

**TRANSFER FROM GENERAL OPERATING RESERVE FUND**

Moved by Councillor Wheaton

Seconded by Councillor Parker

- 98/20 **THAT** the amount of \$15,056.12 (fifteen thousand, fifty-six dollars and twelve cents) be transferred from the General Operating Reserve Fund to the General Operating Fund. **CARRIED**

**MURAL PROGRAM POLICY**

Moved by Deputy Mayor Carr

Seconded by Councillor Harding

- 99/20 **THAT** the Council of the Town of St. Stephen approves the Mural Program Policy No. 71. **CARRIED**

**DOG PARK PROPOSAL**

Moved by Councillor Chisholm

Seconded by Councillor Hyslop

- 100/20 **THAT** the Council of the Town of St. Stephen agrees with the Chief Administrative Officer’s recommendation that the preferred approach to the creation of a dog park is to enter into a lease agreement with an appropriate third party.

**AND THAT** the Council directs the Chief Administrative Officer and/or his delegate(s) to work with interested parties to determine the interest in this arrangement and the conditions to be incorporated into a lease agreement.

**AND FURTHER THAT** any future lease agreement shall be approved by Council.  
**CARRIED**

**REAPPOINTMENT – ST. CROIX PUBLIC LIBRARY BOARD**

Moved by Councillor Chisholm

Seconded by Councillor Wheaton

- 101/20 **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, 2020 and expiring June 30, 2021.  
**CARRIED**

**TOWN OF ST. STEPHEN'S 150<sup>TH</sup> ANNIVERSARY – LOGO AND SLOGAN**

Moved by Councillor Wheaton  
Seconded by Councillor Harding

102/20

**THAT** the Council of the Town of St. Stephen approves the design noted below for the Town's 150<sup>th</sup> Anniversary year in 2021 which was created by Zoe Weeks, a Grade 8 student from the St. Stephen Middle School, winner of the contest, and such design shall be used for all correspondence, artwork, social media, website, and news releases related to the Town's birthday:



**CARRIED**

**AWARDING OF TENDER: COASTAL LINK TRAIL – ST. STEPHEN WATERFRONT - PROJECT NO. 20-2509**

Moved by Deputy Mayor Carr  
Seconded by Councillor Harding

103/20

**THAT** of the eight (8) tenders received, the low tenderer of \$520,205.00 (five hundred and twenty thousand, two hundred and five dollars), including HST, from St-Isidore Asphalte Ltd. of Saint-Isidore, NB, for the Coastal Link Trail – St. Stephen Waterfront project be accepted. **CARRIED**

**AWARDING OF TENDER: WATER AND SANITARY SEWER RENEWAL – WEST STREET - PROJECT NO. 19-1946**

Moved by Deputy Mayor Carr  
Seconded by Councillor Hyslop

104/20

**THAT** of the five (5) tenders received, the low tenderer of \$462,352.00 (four hundred and sixty-two thousand, three hundred and fifty-two dollars), including HST, from Fairville Construction Ltd. of Saint John, NB, for the water and sanitary sewer renewal on West Street be accepted. **CARRIED**

**WATERFRONT ENHANCEMENTS – ST. STEPHEN, NB - PROJECT NO: 19-9772: ADDITIONAL WORK**

Moved by Councillor Hyslop  
Seconded by Councillor Parker

105/20

**WHEREAS** the Council of the Town of St. Stephen, at its Regular Session on September 23, 2019, awarded the low tender of \$275,367.50 (two hundred and seventy-five thousand, three hundred and sixty-seven dollars and fifty cents), including HST, to Fundy Contractors Limited of Bethel, NB, for the waterfront enhancements project.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Town of St. Stephen authorizes an addition to the contract with Fundy Contractors Limited to replace a damaged section of sidewalk on the south end of King Street for the quoted cost of \$31,672.00 (thirty-one thousand, six hundred and seventy-two dollars), plus HST. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

**Deputy Mayor Carr**

- Due to the COVID-19 outbreak, it has been a very quiet month.
- Participated electronically in Town meetings.

**Councillor Hyslop**

- Participated electronically in a Charlotte County Museum board meeting.
- Participated electronically in a Canada 1<sup>st</sup> Basketball Committee meeting.
- Participated electronically in Town meetings.
- Responded to a few inquiries from residents.

**Councillor Wheaton**

- Participated electronically in Town meetings.
- Stated The Chocolate Museum is now open to the public with social distancing measures in place.
- Participated in the presentation to Zoe Weeks, a Grade 8 student, and winner of the contest to design the Town's 150<sup>th</sup> anniversary logo and slogan.
- Stated a webpage will be created in the near future for the Town's 150<sup>th</sup> anniversary celebrations in 2021.
- Information on this year's virtual Chocolate Fest will be posted on the website.
- Participated electronically in a Southwest NB Transit Authority Inc. board meeting in preparation of its annual general meeting.

Councillor Harding

- Responded to several off-road vehicles complaints.
- Pleased to see work, once again, on Turning the Corner project.

Councillor Chisholm

- Participated electronically in Town meetings.
- Stated the walking trail is busy which has created great conversations on town activities.

Councillor Parker

- Due to the COVID-19 outbreak, it has been a very quiet month.
- Responded to phone calls.
- Advised everyone to stay safe and in good health.

Mayor MacEachern

- Participated electronically in many meetings, along with regular meetings with the Chief Administrative Officer, and thanked him for his efforts through the pandemic.
- Participated in the presentation to Zoe Weeks, a Grade 8 student, and winner of the contest to design the Town's 150<sup>th</sup> anniversary logo and slogan.
- Attended the SSSHS graduation parade and thanked the Garcelon Civic Center staff for their involvement in making it a success, along with Vicki Hogarth and John Higgins from CHCO-TV.
- Met with John Williamson, MLA, who confirmed his support for Canada 1<sup>st</sup> Basketball.
- Participated in the Black Lives Matter parade and commended Hillary Russell, a SSSHS student, for her organization.

16. QUESTION PERIOD

Any questions posted on the Town's Facebook page were addressed by the Chief Administrative Officer.

17. ADJOURNMENT

ADJOURNMENT


Moved by Deputy Mayor Carr

Seconded by Councillor Harding

106/20 THAT the meeting adjourn at 7:28 p.m. CARRIED



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Mayor



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Town Clerk