

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, AUGUST 24, 2015 @ 7:00 P.M.

1. PRAYER

2. RECORDING OF ATTENDANCE

3. APPROVAL OF AGENDA

4. CONFLICT OF INTEREST

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATION

6. NOTICES OF MOTIONS

7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – July 27, 2015

8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills

9. COMMUNICATIONS
COMMUNICATION FOR INFORMATION
COMMUNICATION FOR ACTION

10. APPROVAL OF COMMITTEE MINUTES
 - (a) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – August 12, 2015
 - (b) Committee of Council Meeting – July 27, 2015

11. STAFF REPORTS

- (a) Chief Administrative Officer
- (b) Finance Department
- (c) Public Works Department
- (d) Parks and Recreation Department
- (e) Fire Department
- (f) By-Laws and Building Inspection Services
- (g) Property Management Services
- (h) Development Office
- (i) Garcelon Civic Center

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Donation – St. Stephen-Milltown Rotary Club
- (c) Pavement Markings
- (d) Garcelon Civic Center and Town Office – Student Customer Service Attendant – Job Recommendation
- (e) Garcelon Civic Center – User Agreement – Charlotte County Hockey Club Inc.
- (f) Garcelon Civic Center Canteen Services - Amendment to Licence Agreement
- (g) Garcelon Civic Center Advising Commission Member
- (h) Garcelon Civic Center – Kitchen Plumbing
- (i) Garcelon Civic Center – Kitchen Work
- (j) Garcelon Civic Center – Architectural Drawings
- (k) Awarding of Quotation – Garcelon Civic Center – Aquatic Lift
- (l) Town Representative – South West New Brunswick Transit Authority Inc. Board
- (m) Approval of Event – A & W
- (n) Southwest New Brunswick Service Commission – Redirection of Tipping Fees
- (o) Awarding of Tender: Overflow Culverts – Tan House Brook at Milltown Boulevard – Dillon Project No. 15-2138 and NBDTI Project No. 15-D007

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

REGULAR COUNCIL MEETING

THAT the Minutes of the Regular Council meeting held on July 27, 2015 be approved as circulated.

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, JULY 27, 2015 @ 7:00 P.M.

1. **PRAYER**

2. **RECORDING OF ATTENDANCE**

PRESENT: Mayor John Quartermain; Deputy Mayor Allan MacEachern; Councillors Marg Harding, Mike Booth, Debbie MacDonald, Jim Maxwell, and Councillor Abby Pond; Chief Administrative Officer Derek O'Brien; and Town Clerk Joan Flewelling.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Booth

Seconded by Councillor Harding

1711/15

THAT the Agenda be unanimously approved with two (2) additions: **Awarding of Tender: Storm and Sanitary Sewer Improvements – Bell Avenue and Todd Street – Project No. 15-1718;** and **Public Works Department – Water Quality Technician – Job Recommendation** be added as 14. (o) and (p) respectively under **NEW BUSINESS. 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**

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Deputy Mayor MacEachern

Seconded by Councillor Harding

172/15 **THAT** the Minutes of the Regular Council meeting held on June 22, 2015 be approved as circulated. CARRIED

SPECIAL COUNCIL MEETING

Moved by Councillor MacDonald

Seconded by Councillor Harding

173/15 **THAT** the Minutes of the Special Council meeting held on July 21, 2015 be approved as circulated. CARRIED

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Pond

Seconded by Councillor Booth

174/15 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to April 30, 2015 be received. CARRIED

PAID BILLS

Moved by Councillor Maxwell

Seconded by Councillor Booth

175/15 **THAT** the paid bills in the amount of \$915,460.07 (nine hundred and fifteen thousand, four hundred and sixty dollars and seven cents) be received. CARRIED

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Harding

Seconded by Councillor Pond

176/15 **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 Booth
Seconded by Councillor Harding

- 177/15 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 July 15, 2015 be approved as circulated. **CARRIED**

PLANNING ADVISORY COMMITTEE MEETING

Moved by Councillor Maxwell
Seconded by Deputy Mayor MacEachern

- 178/15 THAT the Minutes of the Planning Advisory Committee meeting held on April 1, 2015 be accepted. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor MacDonald
Seconded by Councillor Harding

- 179/15 THAT the following staff reports for the month of June 2015 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Parks and Recreation Department; Fire Department; By-Laws and Building Inspection Services; Property Management Services; Development Office; and the Garcelon Civic Center. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

BY-LAW NO. Z-1.4 - "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 Councillor Maxwell
Seconded by Councillor Pond

- 180/15 THAT By-Law No. Z-1.4 – "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-1.4 - "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 Deputy Mayor MacEachern

Seconded by Councillor Harding

181/15

THAT By-Law No. Z-1.4 – "A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law" – be given Third and Final Reading – Short Title Only.

CARRIED

14. **NEW BUSINESS**

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Booth

Seconded by Councillor Harding

182/15

THAT the Royal Canadian Mounted Police June 2015 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

APPLICATION TO THE MUNICIPAL CAPITAL BORROWING BOARD – GENERAL FUND

Moved by Councillor MacDonald

Seconded by Councillor Maxwell

183/15

THAT the Municipality of the Town of St. Stephen submits to the Municipal Capital Borrowing Board an application for authorization to borrow for a capital expense for the following terms and amounts:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Transportation Services</u>		
Prince William Street Infrastructure Renewal	\$ 655,000	10 Years
Interim Financing-Prince William Street Infrastructure Renewal	<u>\$ 1,491,000</u>	3 Years
	<u>\$2,146,000</u>	

CARRIED

APPLICATION TO THE MUNICIPAL CAPITAL BORROWING BOARD – WATER AND SEWERAGE FUND

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

184/15

THAT the Municipality of the Town of St. Stephen submits to the Municipal Capital Borrowing Board an application for authorization to borrow for a capital expense for the following terms and amounts:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Environmental Health Services</u>		
Prince William Street Infrastructure Renewal	\$ 276,000	10 Years
Interim Financing- Prince William Street Infrastructure Renewal	<u>\$ 628,000</u>	3 Years
	<u>\$ 904,000</u>	

CARRIED

TOWN GRANT – MILLTOWN ELEMENTARY SCHOOL

Moved by Councillor Booth

Seconded by Councillor Harding

185/15

THAT the Council of the Town of St. Stephen authorizes a grant in the amount of \$1,000.00 (one thousand dollars) in support of the various programs offered at the Milltown Elementary School. **CARRIED**

AWARDING OF TENDER: 2015 EXTENDED HOE LOADER/BACKHOE – RFQ # TOSS15-04

Moved by Councillor Maxwell

Seconded by Deputy Mayor MacEachern

186/15

THAT of the four (4) tenders received, the low tender of \$88,325.00 (eighty-eight thousand, three hundred and twenty-five dollars), plus HST, from Maritime Case Ltd. of Hanwell, NB, for the 2015 extended hoe loader/backhoe be accepted.

AND THAT Council authorizes the payment from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund. **CARRIED**

POTENTIAL TOWN HALL - FORMER TRAIN STATION/VISITOR INFORMATION CENTRE

Moved by Councillor Pond
Seconded by Councillor Maxwell

187/15 THAT the Council of the Town of St. Stephen authorizes the Chief Administrative Officer to pay Carol McShane of St. Stephen, NB her fees of \$20.00 (twenty dollars) per hour to complete scale drawings of the former Train Station/Visitor Information Centre and design for potential Town Hall space up to a maximum of \$2,000.00 (two thousand dollars).

AND THAT should the invoice exceed \$2,000.00 (two thousand dollars), the Chief Administrative Officer shall seek further approval by Council. **CARRIED**

VOLUNTEER ATTENDANT - GIDDENS MEMORIAL AIRPORT

Moved by Councillor Harding
Seconded by Councillor Maxwell

188/15 THAT the Council of the Town of St. Stephen appoints Mike Smith as the volunteer attendant at the Giddens Memorial Airport, replacing George Laviolette, and directs the Chief Administrative Officer to pay an annual honorarium in the amount of \$5,000.00 (five thousand dollars), paid on a quarterly basis, for his services.

CARRIED

REAR DECK - SOMETHING'S BREWING CAFÉ

Moved by Councillor Booth
Seconded by Councillor Pond

189/15 THAT the Council of the Town of St. Stephen grants permission to *Something's Brewing Café* located at 140 Milltown Boulevard to serve alcohol on the rear deck of the café with the following conditions:

- 1) all drinks to remain on the deck at all times;
- 2) no music to be piped outdoors;
- 3) the Town will be relieved of all liabilities;
- 4) area to be kept clean of debris at all times;
- 5) hours of operation no later than 10:00 p.m.;
- 6) approval can be rescinded within 24 hours' notice;
- 7) either party may renegotiate within 24 hours' notice.

AND THAT such permission is required as the deck is located on town-owned property. **CARRIED**

RESIGNATIONS – GARCELON CIVIC CENTER ADVISING COMMISSION

Moved by Councillor Booth

Seconded by Councillor Harding

- 190/15** THAT the Council of the Town of St. Stephen accepts the resignations of Kevin Thiessen and Bob Coates as former members of the Garcelon Civic Center Advising Commission.

AND THAT the Council of the Town of St. Stephen directs the Garcelon Civic Center Advising Commission to make recommendations to fill the two (2) vacancies.

CARRIED

DONATION – THE TOWN OF ST. STEPHEN

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 191/15** THAT the Council of the Town of St. Stephen accepts the donation in the amount of \$1,063.10 (one thousand, sixty-three dollars and ten cents) from Scotiabank, St. Stephen Branch.

AND THAT the Council of the Town of St. Stephen authorizes, as part owner of Chocolate Festival Inc., a donation to Chocolate Fest in the amount of \$1,063.10 (one thousand, sixty-three dollars and ten cents). **CARRIED**

FUNDRAISING ROAD TOLL – CHARLOTTE COUNTY HOUSING COUNCIL, INC.

Moved by Councillor Booth

Seconded by Councillor MacDonald

- 192/15** THAT the Council of the Town of St. Stephen approves the request from the Charlotte County Housing Council, Inc. to hold a fundraising road toll at the junction of Queen Street West and Main Street on Friday, September 11, 2015 between the hours of 2:00 p.m. and 6:00 p.m., with an alternate date of Friday, September 18, 2015 between the hours of 2:00 p.m. and 6:00 p.m. **CARRIED**

REAPPOINTMENT – ST. CROIX PUBLIC LIBRARY BOARD

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

- 193/15** THAT Jane Lindsay be reappointed to the Board of Trustees of the St. Croix Public Library for a one (1) year term retroactive to July 1, 2015 and expiring June 30, 2016. **CARRIED**

CASUAL CLERK/RECEPTIONIST POSITION

Moved by Councillor Booth

Seconded by Councillor Pond

- 194/15** THAT Susan Hastey be offered the temporary casual position of Clerk/Receptionist for the Town of St. Stephen retroactive to June 30, 2015 and as outlined in the letter of offer in the form presented to Council.

AND THAT the Chief Administrative Officer will advertise the casual Clerk/Receptionist position for both the Town Office and the Garcelon Civic Center as Council directed at its closed session on July 15, 2015 as per Section 10.2(4)(j) of the New Brunswick *Municipalities Act*. **CARRIED**

AMENDMENT TO EMPLOYMENT AGREEMENT – THE TOWN AND DEREK O'BRIEN

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

- 195/15** WHEREAS the Council of the Town of St. Stephen and Derek O'Brien have negotiated an amendment to the Employment Agreement in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Clerk to execute the Amendment to Employment Agreement between The Town of St. Stephen and Derek O'Brien effective July 28, 2015, and in the form of amended agreement presented to Council. **CARRIED**

AWARDING OF TENDER: STORM AND SANITARY SEWER IMPROVEMENTS – BELL AVENUE AND TODD STREET - PROJECT NO. 15-1718

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

- 196/15** THAT of the three (3) tenders received, the low tender of \$418,770.00 (four hundred and eighteen thousand, seven hundred and seventy dollars), including HST, from Southwest Concrete & Const. Ltd. of St. Stephen, NB, for the storm and sanitary sewer improvements on Bell Avenue and Todd Street be accepted. **CARRIED**

PUBLIC WORKS DEPARTMENT – WATER QUALITY TECHNICIAN - JOB RECOMMENDATION

Moved by Councillor Booth

Seconded by Councillor Maxwell

- 197/15** THAT Derek Morrow be offered the position of Water Quality Technician for the St. Stephen Public Works Department effective August 4, 2015, with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement. **CARRIED**

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor MacEachern

- Attended all Town meetings.

Councillor Harding

- Attended all Town meetings.
- Continues to meet with the Mayor and the RCMP Acting Sergeant Jayson Hansen on Monday mornings whenever he is available, and Acting Sergeant Hansen advised that Citizens on Patrol will be leaving notices on vehicle windshields throughout the town recommending people lock their vehicles due to many recent thefts.

Councillor Booth

- Attended all Town meetings.
- Attended a board meeting of the Charlotte County Museum.

Councillor MacDonald

- Participated in interviews for the Operations/Maintenance Coordinator for the Garcelon Civic Center.
- Attended a Parks and Recreation meeting.
- Attended Canada Day celebrations in both St. Stephen and St. Andrews.
- Attended the Business Improvement Area breakfast at the Garcelon Civic Center.
- Attended a Community Health and Wellness Advisory Committee meeting.
- Attended a Garcelon Civic Center Advising Commission meeting.

Councillor Maxwell

- Attended all Town meetings.
- Attended the 25th anniversary open house at The Chocolate Museum.
- Attended a Chocolate Museum Operating Committee meeting.
- Selling tickets on a fundraiser for The Chocolate Museum to help pay for new highway signage and the winner will receive chocolate for a year.
- Participated in interviews for the Water Quality Technician position.
- Attended the Business Improvement Area breakfast at the Garcelon Civic Center.
- Recently celebrated his 50th wedding anniversary.

Councillor Pond

- Absent from a few meetings due to illness.
- Attended the Business Improvement Area breakfast at the Garcelon Civic Center.
- Attended a meeting with respect to Charlotte County transportation.
- As a resident on Boundary Street, attended a picnic which has occurred annually since 1941.

Mayor Quartermain

- Attended the "Show and Shine Antique and Classic Car Show" and thanked Judy Lowery of the Chamber of Commerce and all the many volunteers who made it a successful event.

16. QUESTION PERIOD

Kathy Bockus, reporter with *The Saint Croix Courier*, asked for clarification on the following resolutions:

- (i) Applications to the Municipal Capital Borrowing Board with respect to the Prince William Street project;
- (ii) Casual Clerk/Receptionist Position;
- (iii) Amendment to the Employment Agreement of the Chief Administrative Officer; and
- (iv) Potential Town Hall – Former Train Station/Visitor Information Centre.

17. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Harding
Seconded by Councillor Maxwell

198/15 THAT the meeting adjourn at 7:35 p.m. CARRIED

Mayor

Town Clerk

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, JULY 27, 2015 @ 7:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATION
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – June 22, 2015
 - (b) Special Council Meeting – July 21, 2015
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

 - (a) Thank you card from Holly Huizinga, recipient of the JAD Campbell Scholarship.
 - (b) Thank you card from Lexi Brisley, recipient of the Frances Esther Todd Scholarship.
 - (c) Thank you card from Brandon Mofford, recipient of the Irving Randall Todd Scholarship.
 - (d) Thank you note from Melody Brewer dated June 24, 2015.
 - (e) Letter from Jeff M. Cross, Regional Fire Marshal to the CAO, Mayor and Council.

COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
 - (a) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – July 15, 2015
 - (b) Planning Advisory Committee Meeting – Acceptance of Minutes – April 1, 2015

11. STAFF REPORTS

- (a) Chief Administrative Officer
- (b) Finance Department
- (c) Public Works Department
- (d) Parks and Recreation Department
- (e) Fire Department
- (f) By-Laws and Building Inspection Services
- (g) Property Management Services
- (h) Development Office
- (i) Garcelon Civic Center

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

- (a) By-Law No. Z-1.4 – “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
- (b) By-Law No. Z-1.4 – “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

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Application to the Municipal Capital Borrowing Board – General Fund
- (c) Application to the Municipal Capital Borrowing Board – Water and Sewerage Fund
- (d) Town Grant – Milltown Elementary School
- (e) Awarding of Tender: 2015 Extended Hoe Loader/Backhoe – RFQ # TOSS15-04
- (f) Potential Town Hall - Former Train Station/Visitor Information Centre
- (g) Volunteer Attendant – Giddens Memorial Airport
- (h) Rear Deck - Something’s Brewing Café
- (i) Resignations – Garcelon Civic Center Advising Commission
- (j) Donation – The Town of St. Stephen
- (k) Fundraising Road Toll – Charlotte County Housing Council, Inc.
- (l) Reappointment – St. Croix Public Library Board
- (m) Casual Clerk/Receptionist Position
- (n) Amendment to Employment Agreement – The Town and Derek O’Brien

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

STATEMENTS OF REVENUE AND EXPENDITURE

THAT the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to May 31, 2015 be received.

**Town of St. Stephen
General Operating Fund
Statement of Revenue and Expenditure
(Unaudited)**

	Actual To Date For the Five Months Ending May 31, 2015	Budget For the Year Ending December 31, 2015	Remaining	Percentage Used
Revenue				
Taxes	2,300,028	5,520,066	\$3,220,038	42%
Services Provided to Other Governments	66,585	206,611	140,026	32%
Sale of Services	12,407	646,439	634,032	2%
Other Revenue From Own Sources	120,651	223,855	103,204	54%
Unconditional Grants	596,849	1,432,436	835,587	42%
Unconditional Transfers	5,360	21,440	16,080	25%
Conditional Transfers	0	4,000	4,000	0%
Other Transfers	383,656	1,004,652	620,996	38%
Total Revenue	3,485,536	9,059,499	5,573,963	38%
Expenditure				
General Government Services	348,810	1,032,304	683,494	34%
Protective Services	711,422	2,122,004	1,410,582	34%
Transportation Services	847,421	1,859,472	1,012,051	46%
Environmental Health Services	80,438	258,570	178,132	31%
Environmental Development Services	177,665	289,938	112,273	61%
Recreational and Cultural Services	611,879	1,774,942	1,163,063	34%
Fiscal Services	610,155	1,714,269	1,104,114	36%
Other	459	8,000	7,541	6%
Total Expenditures	3,388,249	9,059,499	5,671,250	37%
Surplus (Deficit)	\$97,287	\$0		

**Town of St. Stephen
Water and Sewerage Operating Fund
Statement of Revenue and Expenditure
(Unaudited)**

	Actual To Date For the Five Months Ending May 31, 2015	Budget For the Year Ending December 31, 2015	Remaining	Percentage Used
Revenue				
Sale of Service	\$588,871	\$2,014,837	\$1,425,966	29%
Other Revenue From Own Service	80,506	190,769	110,263	42%
Other Transfers	28,919	69,405	40,486	42%
Total Revenue	698,296	2,275,011	1,536,229	31%
Expenditures				
Water Supply	358,774	1,041,233	682,459	34%
Sewerage Collection and Disposal	233,188	736,226	503,038	32%
Fiscal Services	191,776	497,552	305,776	39%
Total Expenditures	783,738	2,275,011	1,491,273	34%
Surplus (Deficit)	(\$85,442)	\$0		

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

PAID BILLS

THAT the paid bills in the amount of \$1,590,818.43 (one million, five hundred and ninety thousand, eight hundred and eighteen dollars and forty-three cents) be received.

TOWN OF ST. STEPHEN BILLS PAID (UTILITY CAPITAL FUND):

June 2015

Dillon Consulting Limited (Engineering - Overflow Storm Sewer & Sanitary Sewer (Bell Ave and Todd St.) - Project #151718, Cheque #96)	15,594.00
Dillon Consulting Limited (Engineering - Water Main Twinning - Dennis Stream - Project #138637, Cheque #97)	5,836.50
Town of St. Stephen Utility Operating Fund (Fund Transfer for Principal Payment for AS16-2005 - refinanced by Biv26-2015)	226,000.00
Total	<u>\$248,430.50</u>

TOWN OF ST. STEPHEN BILLS PAID (GENERAL CAPITAL FUND):

July 2015

Dillon Consulting Limited (Engineering - Muncipal Utility Upgrades and Street Reconstruction - West and Dow Street - Project #126198 - Cheque #1065)	1,779.75
Total	<u>\$ 1,779.75</u>

Town of St. Stephen
 BNK4 - Civic Center Bank Account
 Cheques from 000001 to 000002 dated between 07/01/2015 and 07/31/2015

CHEQUE REGISTER

Printed: 2:31:01PM 08/07/2015

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Number	Issued	Amount	SC	Status	Status Date
000001	07/23/2015 TOWN OF ST. STEPHEN	295,000.00	A/P	OUT-STD	07/23/2015
	CC FUND TRANSFER GG-FUNDTRANSFER-FROM CC TO (295,000.00			
	Cheque Totals Issued:	295,000.00			
	Void:	0.00			
	Total Cheques Generated:	295,000.00			
	Total # of Cheques Listed:	1			

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of St. Stephen
 BNK1 - General Bank Account
 Cheques from 000001 to 016642 dated between 07/01/2015 and 07/31/2015

CHEQUE REGISTER

Printed: 2:29:27PM 08/07/2015

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Number	Issued	Amount	SC	Status	Status Date
015113	07/07/2015 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 JULY7,2015 SERIES "AS" - INTEREST	587.25 587.25	A/P	OUT-STD	07/07/2015
015114	07/07/2015 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 JULY7,2015* SERIES "AS" - PRINCIPAL	27,000.00 27,000.00	A/P	OUT-STD	07/07/2015
016422	07/01/2015 SHARPE'S LAWN CARE 4455 RC-PLAYINGFIELDS-TURF MAIN-2NI	14,407.50 14,407.50	A/P	OUT-STD	07/01/2015
016424	07/03/2015 BORDER INVESTIGATIONS & SECURITY INC. 14082 PS-BY-LAW-JUNE/15 FEE	2,531.20 2,531.20	A/P	OUT-STD	07/03/2015
016425	07/03/2015 Derek O'Brien JUNE222015 GG-CAO-AMANB CONFERENCE MAY122015 GG-CAO-DEVLOPMENT OPP & VIBR	737.54 687.14 50.40	A/P	OUT-STD	07/03/2015
016426	07/03/2015 DOT LARSEN JUNE182015 PS-XWALKGUARD-CLOTHING ALLO	32.45 32.45	A/P	OUT-STD	07/03/2015
016427	07/03/2015 DOW JENNIFER JUNE242015 RC-HORTICULTURIST-SOIL JUNE262015 RC-HORTICULTURIST-CLOTHING SU	148.30 35.00 111.30	A/P	OUT-STD	07/03/2015
016428	07/03/2015 FRANK G GOOSOE CHARTERED ACCOUNTANT 738 GG-TOWNHALL-RECEPTIONIST SUF 740 CC-TREASURY-ACCOUNTING SUPP 744 GG-TOWNHALL-RECEPTIONIST SUF 754 GG-TREASURY-ACCOUNTING SUPP 756 GG-TREASURY-ACCOUNTING SUPP	4,378.52 198.88 2,535.72 146.67 1,166.42 328.83	A/P	OUT-STD	07/03/2015
016429	07/03/2015 FUNDY BUILDING INSPECTION & DRAFTING SERVIC 15-179 PS-BUILDINGINSPECTOR-JUN 14-27	1,728.90 1,728.90	A/P	OUT-STD	07/03/2015
016430	07/03/2015 IRVING ENERGY DISTRIBUTION AND MARKETING 154828 TS-STS-DIESEL 454851 TS-STS-DIESEL 550376 TS-STS-DIESEL 727180 TS-STS-GAS 842775 TS-STS-DIESEL	10,133.62 1,884.46 836.10 1,501.86 4,820.09 1,091.11	A/P	OUT-STD	07/03/2015
016431	07/03/2015 MINISTER OF FINANCE WEEK272015 EMPLOYEE DEDUCTIONS-JUN 28-JL	209.30 209.30	A/P	OUT-STD	07/03/2015
016432	07/03/2015 MINISTER OF FINANCE 11368891MAY15 GG-TOWNHALL-LANDLINE PHONES 11378668MAY15 PS/TS-199UNIONST-LANDLINE PHOI 11395944MAY15 TS/PS-199UNIONST-LANDLINE PHOI 15772965MAY15 RC-REC/POOL-LANDLINE PHONES 48435731MAY15 RC-PARKS-CHOCOLATE PARK CAM	2,928.62 1,318.21 346.76 896.09 286.26 81.30	A/P	OUT-STD	07/03/2015
016434	07/03/2015 N. B. ELECTRIC POWER 10128106JUN15 TS-XINGLIGHTS-KING STREET 17915909JUN15 RC-POOL-SCHOOL STREET 17935200JUN15 TS-KING/UNIONST-TRAFFIC LIGHTS 18189205JUN15 RC-POOL-MILL LANE 50660140JUN15 RC-PARKS-ROTARY CHANGING RO 54187672JUN15 TS-KING/QUEENST-TRAFFIC LIGHTS 54253127JUN15 CC-BUILDING-ELECTRICITY 54653258JUN15 TS-KING/SUPERSTORE-TRAFFIC LIC 55180807JUN15 RC-COTTONMILL-LIGHTS	13,870.46 24.61 71.29 36.25 838.25 24.61 35.97 8,629.96 60.81 55.12	A/P	OUT-STD	07/03/2015

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Number	Issued		Amount	SC	Status	Status Date
	55617471JUN15	TS-ST5-WATERFRONT LIGHTS	121.12			
	57579341JUN15	CB-EMPTYSTORE/HAIRDRESSER-E	427.98			
	57655755JUN15	CB-ACTHEAT/HOUSE-ELECTRICITY	266.28			
	57655773JUN15	CB-PHARMACY/BIGAREA-ELECTRIC	183.57			
	57655791JUN15	CB-UPSTAIRSOFFICE-ELECTRICITY	119.42			
	57655808JUN15	CB-ACUNIT&HOUSE-ELECTRICITY	152.35			
	71315207JUN15	PM-RCMP-ELECTRICITY	1,181.09			
	7306036JUN15	RC-LIBRARY-ELECTRICITY	1,546.15			
	82122207JUN15	RC-PARKS-BASKETBALL COURT	51.87			
	84860501JUN15	RC-PARKS-RIVERSIDE DR LIGHTS	43.78			
016435	07/03/2015	PAYROLL TRANSFER	83,510.00	A/P	OUT-STD	07/03/2015
	WEEK262015	GG-TRANSFER-JUN 12-25/15	83,510.00			
016437	07/03/2015	RECEIVER GENERAL FOR CANADA	30,014.38	A/P	OUT-STD	07/03/2015
	WEEK262015	GG-REMITTANCE-JUN 12-25/15	30,014.38			
016438	07/03/2015	RICHARDSON JOSEPH	50.44	A/P	OUT-STD	07/03/2015
	JUNE222015	PS-FIRE-BEDDING SUPPLIES	50.44			
016439	07/03/2015	SHANNON MICHAEL	365.44	A/P	OUT-STD	07/03/2015
	WEEK272015	PS-ANIMALCONTROL-WEEKLY FEE	167.69			
	WEEK272015*	PS-ANIMALCONTROL-WEEKLY VEH	197.75			
016440	07/01/2015	HERITAGE COURT HOLDINGS LIMITED	5,323.40	A/P	OUT-STD	07/01/2015
	JULY012015	GG-TOWNHALL-JULY/15 LEASE	5,323.40			
016443	07/03/2015	PETTY CASH	90.20	A/P	OUT-STD	07/03/2015
	APRIL152015	GG-CIVIC-TOURISM & PROMOTION	26.54			
	APRIL222015*	CC-POOL-JOB INTERVIEWERS LUN	7.55			
	APRIL242015	GG-ADMIN-GREETING CARDS	9.04			
	MARCH192015	GG-CIVIC-THANK YOU GIFT	18.87			
	MAY022015	GG-TOWNHALL-WRIST REST	28.19			
	MAY15ADJUSTMENT	GG-PETTYCASH-CASH ADJUSTMEN	0.01			
016444	07/08/2015	ACCT #903240047015	310.00	A/P	OUT-STD	07/08/2015
	JUNE2015	VOL FIRE MEMBERSHIP DUES-JUNE	310.00			
016445	07/08/2015	ACCT 8025-280	1,048.77	A/P	OUT-STD	07/08/2015
	JUNE2015	LOCAL 770 UNION DUES-JUNE 2015	1,048.77			
016446	07/08/2015	CHOCOLATE MUSEUM	9,300.00	A/P	OUT-STD	07/08/2015
	2015GRANT	GG-CIVIC-2015 GRANT	9,300.00			
016447	07/08/2015	CIBC MELLON GLOBAL SECURITIES NBMF0216002	18,645.10	A/P	OUT-STD	07/08/2015
	JUNE2015	GG-MUNCIPALPLAN-JUNE/15	18,645.10			
016448	07/08/2015	Derek O'Brien	350.00	A/P	OUT-STD	07/08/2015
	JUNE2015	GG-CAO-MONTHLY VEHICLE ALLOW	350.00			
016449	07/08/2015	MINISTER OF FINANCE	209.30	A/P	OUT-STD	07/08/2015
	WEEK282015	EMPLOYEE DEDUCTIONS-JUL 5-11/	209.30			
016450	07/08/2015	O'CONNELL MIKE	200.00	A/P	OUT-STD	07/08/2015
	JUNE2015	RC-RECDIR-MONTHLY VEHICLE ALL	200.00			
016451	07/08/2015	SHANNON MICHAEL	365.44	A/P	OUT-STD	07/08/2015
	WEEK282015	PS-ANIMALCONTROL-WEEKLY FEE	167.69			
	WEEK282015*	PS-ANIMALCONTROL-WEEKLY VEH	197.75			
016452	07/08/2015	ST. STEPHEN UTILITY DEPT.	60.00	A/P	OUT-STD	07/08/2015
	JUNE2015	EMPLOYEE DEDUCTIONS-JUNE/15	60.00			
016453	07/08/2015	MINISTER OF FINANCE	1,086.00	A/P	OUT-STD	07/08/2015
	JUNE2015	EMPLOYEE DEDUCTIONS-JUNE/15	1,086.00			

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016454	07/14/2015 MINISTER OF FINANCE WEEK292015 EMPLOYEE DEDUCTIONS-JUL 12-18	209.30 209.30	A/P	OUT-STD	07/14/2015
016455	07/14/2015 SHANNON MICHAEL WEEK292015 PS-ANIMALCONTROL-WEEKLY FEE WEEK292015* PS-ANIMALCONTROL-WEEKLY VEHI	365.44 167.69 197.75	A/P	OUT-STD	07/14/2015
016456	07/08/2015 ST. CROIX PUBLIC LIBRARY 3RDQUAR2015 GG-CIVIC-3RD QUARTER GRANT 20	6,000.00 6,000.00	A/P	OUT-STD	07/08/2015
016457	07/08/2015 ST. STEPHEN DEVELOPEMENT BOARD 3RDQUAR2015 GG-CIVIC-3RD QUARTER GRANT 20	32,870.50 32,870.50	A/P	OUT-STD	07/08/2015
016459	07/09/2015 AIR LIQUIDE CANADA 59819849 TS-SHOP-CYLINDER GAS 59885453 TS-SHOP-SYLINDER GAS	215.38 197.07 18.31	A/P	OUT-STD	07/09/2015
016460	07/09/2015 ALL GAS TANKS 80720 RC-PARKS-2 USR7AC SPARK PLUG	13.67 13.67	A/P	OUT-STD	07/09/2015
016461	07/09/2015 ARMSTRONG'S COMMUNICATION LTD. 271433 RC-MILL POOL- ALARM SYSTEM MC	94.92 94.92	A/P	OUT-STD	07/09/2015
016462	07/09/2015 ATLANTIC GYM & SPORTS 2807393 RC-PARK-FIELD PAINT, TENNIS NET	957.87 957.87	A/P	OUT-STD	07/09/2015
016463	07/09/2015 ATLANTIC BUNKER GEAR SERVICES 6877 PS-FIRE-CLEANING & INSPECTION (581.81 581.81	A/P	OUT-STD	07/09/2015
016484	07/09/2015 ATLANTIC TRACTORS & EQUIPMENT LTD. 9010827009 TS-#13-PEDAL AS 9010846848 TS-#13-BALL JOINT 9010847475 TS-#13-BALL JOINT	784.47 257.89 263.29 263.29	A/P	OUT-STD	07/09/2015
016465	07/09/2015 BELL MOBILITY INC. 523889487JUN15 GG/TS/PS/CC/RC-CELL PHONE CHA	1,026.43 1,026.43	A/P	OUT-STD	07/09/2015
016466	07/09/2015 BRAEMAR PEST CONTROL SERVICES 50352288 PM-CLARK BUILDING- PEST CONTR	58.48 58.48	A/P	OUT-STD	07/09/2015
016467	07/09/2015 BRIGGS PLUMBING INC. 109717 PS-FIRE-SLOP SINK, LADIES WASHI 109718 TS-SHOP-BACK FLOW PERVENTOR	2,501.79 992.97 1,508.82	A/P	OUT-STD	07/09/2015
016468	07/09/2015 BRUNSWICK NEWS INC 1534705 PS-FIRE-REG AD 1535792 GG-CIVIC-VACATION GUIDE 1537054 PS-FIRE-REG AD	641.86 178.54 484.77 178.54	A/P	OUT-STD	07/09/2015
016472	07/08/2015 CANADIAN TIRE N15358239 RC-PARKS- KEYS CUT N15358397 RC-PARKS-KEY N15490229 RC-PARKS-KEY CUT, METAL KEY CI N15490233 PS-FIRE-SPRAYER, PLIER N15490274 PM-AIRPORT- RAIN SUIT N15490278 RC-PARKS-REFRIGERATOR N15490282 PS-FIRE-PIN PULL, BALL 1-7/ N15490285 RC-HORT-FERTILIZER SPIKES N15490292 RC-PARKS-PAINT, PLIERS N15490298 RC-PARKS-TIN SNIPS N15490297 RC-PARKS-HOSE CONNECTOR N15490298 CC- POOL- FRIDGE & MICROWAVE N15490302 RC-PARKS-PLIER, 7IN1 DRIVER	2,773.91 13.51 3.38 44.59 80.04 79.09 259.89 81.31 23.70 91.46 31.58 6.77 338.98 67.78	A/P	OUT-STD	07/08/2015

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Number	issued		Amount	SC	Status	Status Date
	N15490306	TS-SHOP-COFFEE PERK	18.07			
	N15490307	RC-PARKS-COMET, LYSOL WPS, DA	129.02			
	N15490313	TS-SHOP-THREAD ROD PAINT	35.89			
	N15490327	RC-HORT-PAINT & SUPPLIES	63.02			
	N15490330	RC-PARKS-KEY RINGS, HAMMER	38.39			
	N15490333	RC-PARKS-OTB 8.25 PLASTIC, 50 LB	28.20			
	N15490343	TS-SHOP-SPARK PLUGS	20.32			
	N15490344	RC-PARKS-LETTERS & NUMBERS	134.33			
	N15490347	RC-PARKS-PAINT SUPPLIES	15.75			
	N15490351	RC-PARKS-OTB ABS PEGS, WD.FIN.	20.31			
	N15856528	RC-PARKS- LAWN MOWER	644.09			
	N15856532	CC-RINK- OUTLET PLUG, CORD INT	63.43			
	N15856533	RC-PARKS- TARPS	12.41			
	N15856563	RC-PARKS- CLAMP	2.59			
	N15856567	RC-PARKS- PAINT BRUSH, RATCHE	27.05			
	N15856589	RC-PARKSGARBAGE CAN, PUSH BF	51.90			
	N15856571	TS-SHOP-CHAIN LINKS	5.97			
	N15856572	RC-PARKS- WHEEL BARROW	112.99			
	N15856575	TS-SHOP- BATTERIES	41.34			
	N15856585	RC-PARKS- GLOVES, GAS CAN	88.87			
	N15856588	RC-PARKS- HACKSAW, COUPLINGS	50.54			
	N15856590	PS-FIRE- LOCK	9.03			
	N15856592	RC-POOLS-SUB PUMP EXCHANGE	-56.50			
	N15856594	TS-STS-16"X4-8 WHEEL	-42.93			
	N15856595	RC-PARKS- TIRE & TUBE	42.92			
	N15856598	RC-PARKS-GARBAGE BAGS, CHAIN	52.48			
	N15856599	RC-PARKS- PAINTING SUPPLIES	43.97			
	N15856844	RC-PARKS-UTILITY KNIFE	11.29			
	N15856845	RC-HORT-FERTILIZER	7.90			
	N1585674	TS-SHOP-DRILL BIT	19.19			
018473	07/09/2015	CANADIAN SPRINGS	125.92	A/P	OUT-STD	07/09/2015
	112218531	GG-TOWN HALL- WATER	28.31			
	9914941848	PM-RCMP- WATER	42.12			
	9915214421	PM- RCMP- WATER	57.49			
016474	07/09/2015	CHAR CO CHEVROLET PONTIAC BUICK GMC LTD.	80.74	A/P	OUT-STD	07/09/2015
	RG03409	RC-#302- WHEEL ALIGNMENT	80.74			
016475	07/09/2015	CHARLOTTE COUNTY JANITORIAL	203.40	A/P	OUT-STD	07/09/2015
	3084	PS-FIRE-JANITORIAL- MAY 15	203.40			
016476	07/09/2015	CNH CAPITAL	254.72	A/P	OUT-STD	07/09/2015
	IN77311	TS-#16-STEP CASES	254.72			
016477	07/09/2015	CONNORS DIVING SERVICES	1,135.54	A/P	OUT-STD	07/09/2015
	22323	PS-FIRE-BREATHING AIR COMPRES	1,135.54			
016478	07/09/2015	COX ELECTRONICS & COMMUNICATIONS	254.07	A/P	OUT-STD	07/09/2015
	2-1734885	CC- BUILDING- STORAGE UNIT	112.94			
	2-1735838*	CC-BUILDING- SOUND CARD	28.19			
	2-1737870	PM-AIRPORT-COMPUTER REPAIR	112.94			
016481	07/09/2015	CREIGHTON-CARTER LTD.	2,424.97	A/P	OUT-STD	07/09/2015
	961-370543	TS-SHOP- 3 16X20	2.71			
	961-370860	TS-#21-HYD FITTING, HYDRAULIC H	29.37			
	961-371124	TS-#33-U-JOINTS, UNIVERSAL JOIN*	183.01			

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	961-371138	TS-#11-FUEL FILTERS, BLOW GUN F	89.90			
	961-371254	TS-#22- SMART REPAIR INFLATOR, I	65.28			
	961-371412	TS-SHOP- TIRE VALVE	17.97			
	961-371444	TS-#16-HYDRAULIC HOSES, INST. F	71.48			
	961-371494	TS-#21-SMART REPAIR INFLATOR	42.68			
	961-371515	TS-#16-HYDRAULIC HOSESW, INST.	71.48			
	961-371547	TS-#22-COURLINGS	185.12			
	961-371569	TS-SHOP-FIRE WALL HEATER HOSE	57.58			
	961-371630	TS-#22-HYDRAULIC HOSE	12.16			
	961-371649	TS-#303-ALTERNATOR BELT	16.48			
	961-371886	RC-#303-BELT	22.27			
	961-371689	RC-#303-BELT	22.23			
	961-371742	TS-#12- 5 32 STR CONNECTOR	3.05			
	881-372037	RC-#306-FILTERS	24.78			
	961-372055	RC-#306-DRIVEBELT TENSIONER AS	175.46			
	961-372056	TS-#306-5W30 OIL	69.46			
	961-372085	TS-SHOP-DEPTH THREAD GAUGE	11.29			
	961-372116	RC-#306-ALTERNATOR	279.71			
	961-372228	RC-#304-SPARK PLUGS, IGNITION C	61.75			
	961-372263	TS-SHOP-6G WAIST OIL LIFT DRA, 4	237.23			
	961-372300	RC-#304- OIL FILTERS	7.28			
	961-372317	RC-#304- MOTOR TREATMENTS	22.82			
	961-372351	TS-#16- MINITURE LAMPS	58.13			
	961-372427	RC-#304- OIL PAN	84.75			
	961-372470	TS-SHOP- UJOINT PULLER	421.26			
	961-372593	TS-#21-HYDRAULIC HOSES, INST. F	62.64			
	961-372667	TS-SHOP- VALVE CORES	7.48			
	961-372933	TS-#21- LIGHTING PRODUCT, FUSEI	7.85			
	961-372936	TS-#21- LIGHTING PRODUCTS	0.35			
016482	07/09/2015	DEMPSEY'S PLUMBING & HEATING	447.42	A/P	OUT-STD	07/09/2015
	893	RC-MILL POOL- START UP MILLTOW	323.12			
	908*	RC-MILLPOO,- PRESSURE TESTED !	124.30			
016483	07/09/2015	DISCOVERY MAP 2015	502.85	A/P	OUT-STD	07/09/2015
	15079	CC-ADMIN- DISCOVERY MAP AD	502.85			
016484	07/09/2015	DYNAMIC ONLINE MARKETING CORP.	838.20	A/P	OUT-STD	07/09/2015
	113855	PS-FIRE-GLOVES	838.20			
016485	07/09/2015	EAST COAST INTERNATIONAL TRUCKS	655.04	A/P	OUT-STD	07/09/2015
	3-251260029	TS-#5-ASSEMBLY COOLAN TUBE	137.98			
	3-251450039	PS-FIRE-CHROME POL	154.72			
	3-251460018	TS-#5- MUD FLAPS	61.38			
	3-251490046	TS-SHOP-ROTELLA	300.96			
016486	07/09/2015	EAST COAST AIR	5,788.20	A/P	OUT-STD	07/09/2015
	1198	PM-TOURIST BUREAU- HEAT PUMP	1,525.27			
	1199	PM-LIBRARY- HEAT PUMP BI-ANNUA	549.98			
	1208	PM-RCMP-HEAT PUMP BI-ANNUAL E	3,520.85			
	1218	PM-PIZZA DELIGHT- HEAT PUMP IN	96.05			
	1219	PM-TOURIST BUREAU- HEAT PUMP	96.05			
016487	07/09/2015	FERO WASTE & RECYCLING INC.	4,917.50	A/P	OUT-STD	07/09/2015
	1022742	GG-TOWN- GARBAGE COLLECTION	4,917.50			
016488	07/09/2015	FM CARSON & SONS	90.40	A/P	OUT-STD	07/09/2015

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	8702	TS-#5-ASSEMBLE CLUTCH	90.40			
016488	07/09/2015	FULTON AUTO RECYCLERS	937.90	A/P	OUT-STD	07/09/2015
	18698	TS-#2-FRONT HOUSING	937.90			
016490	07/09/2015	FUNDY TACTICAL	898.35	A/P	OUT-STD	07/09/2015
	1-001586	PS-FIRE-TAC FOOT BOOTS	898.35			
016491	07/09/2015	G. LEBLANC FIRE TRUCK REPAIR LTD.	2,892.01	A/P	OUT-STD	07/09/2015
	8947	PS-FIRE-#202 ANNUAL SERVICE	1,093.95			
	8948	PS-#3-ANNUAL SERVICE	799.03			
	8949	PS-#1- ANNUAL SERVICE	799.03			
016493	07/09/2015	GULLISON'S COURIER SERVICE	966.16	A/P	OUT-STD	07/09/2015
	310058	TS-#6- TO TOWN FR/ CASE EQUIP	28.25			
	310070	TS-#11- TO TOWN FR/ CASE EQUIP	28.25			
	310080	TS-SHOP-TO TOWN FR/ RICHWIL	56.50			
	310111	TS-SHOP- TO TOWN FR/ LSW	90.40			
	310119	TS-#16- TO TOWN FR/ CASE EQUIPM	84.75			
	310183	PS-FIRE- TO FIRE HALL FR/ C.J MUN	33.90			
	310203	TS-SHOP-TO TOWN FR/ BAYVIEW E	33.90			
	310215	TS-#22- TO TOWN FR/ LSW	101.70			
	310235	TS-#21, #22- TO TOWN FR RICHWIL	73.45			
	634539	TS-#12, #22- TO TOWN FR/ PARTS F	73.45			
	634644	TS-#16- TO CASE EQUIP FR/ TOWN	28.25			
	634806	TS- #13- TO TOWN FR/ CASE EQUIP	28.25			
	634827	TS-SHOP-TO TOWN FR/ LSW	45.20			
	634876	TS-#21 & #22- TO TOWN FR/ LSW	73.45			
	703851	TS-#13-TO TOWN FR/ CASE EQUIP	56.50			
	703870	TS-#13-TO TOWN FROM CASE EQUI	56.50			
	703897	TS-#21, #22- TO TOWN FR/ SAUNDE	73.45			
016494	07/09/2015	HALL BROS. ENTERPRISES LTD.	100.64	A/P	OUT-STD	07/09/2015
	1623	RC-PARKS-GAS SPRINGS	100.64			
016495	07/09/2015	HENDERSON RECREATION EQUIPMENT LIMITED	2,980.94	A/P	OUT-STD	07/09/2015
	2500	RC-ELM PARK- SLIDE	2,980.94			
016499	07/09/2015	KENT BUILDING SUPPLIES	4,186.91	A/P	OUT-STD	07/09/2015
	840548	CC-RINK- PULL/ ZN, LOCTITE/REMO	54.16			
	861961	CC-RINK- HEAT GUN	37.82			
	864812	CC- KITCHEN- COOLER LOCKS	93.06			
	884726	RC-PARKS-PAINT, ANGLE GRINDER	92.95			
	884764	RC-HORT- LTX- OX BROWN	38.87			
	884785	RC-HORT- ANG SOFTOUCH HNDL	8.85			
	885557	RC-PARKS- SCREWS, PADLOCK, NL	37.57			
	885570	RC-PARKS- SAFETY HASP	11.76			
	886932	CC-BUILDING- FENCE, PANELS, LUM	596.75			
	886742	CC- FENCE- NUTS, WASHERS, DECI	111.44			
	888340	PM-TOURIST BUREAU- DRYWALL	181.84			
	888494	PM-TOURIST BUREAU- JAB SAW, SC	33.40			
	889131	RC-PARKS-PAIL, LID FOR PAIL	7.33			
	889224	PM-TOURIST BUREAU- BIT, BOLTS,	71.37			
	889255	PM-AIRPORT- PIPE INSULATION, TA	53.19			
	889258	CC-ARENA- BATTERIES	36.82			
	889393	RC-PARKS-NUTS,BOLTS, WASHERS	74.61			
	889612	RC-PARKS-PAINT	13.44			

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Number	Issued		Amount	SC	Status	Status Date
	868700	RC-PARKS-TREM CLAD, STN SLD W	62.78			
	870071	CC-BUILDING- RUNNERS, DUCT TAP	305.85			
	870237	PM- AIRPORT- MANILA TWIST ROPE	68.79			
	870244	RC-PARKS-TEFLON TAPE, QUICK LI	14.77			
	870344	CC-RINK- TRADE SHOW SUPPLIES	77.74			
	870390	RC-PARKS- SPADEBIT TAPE, ELECT	10.57			
	870396	PM-TOURIST BUREAU- HACK SAW E	3.14			
	870426	RC-PARKS-HOSE, SCREWDRIVER	9.40			
	872069	RC-PARKS-PLYWOOD	60.85			
	872228	TS-SHOP-ANCHORING EPOXY	23.11			
	872282	TS-SHOP- TREATED LUMBER	28.25			
	872361	RC-PARKS- SHOP VAC	119.80			
	872555	RC-HORT-REPAIR KIT, ARTIST BRU	8.08			
	872672	RC-HORT-PAINT	36.87			
	873078	RC-PARKS-SHOP VAC, FILTER	124.73			
	873717	RC-PARKS-EMERALD CEDAR 5 GAL	67.77			
	874043	RC-PARKS-CAULK GUN	72.41			
	874387	PM-WHARF- METAL DEPR CTR, PAIL	51.52			
	874399	PM-WHARF- LUMBER	818.22			
	874402	PM-WHARF- SCREWS	173.38			
	874573	PM-WHARF-SCREWS	10.37			
	874585	PM-WHARF- 34 PC IMPACT READY S	22.19			
	874749	PM-WHARF- BOLTS	56.84			
	877152	RC-PARKS-CEMENT BLOCK	3.14			
	877989	RC-PARKS-DRYWALL SANDSCREEP	25.52			
	878809	RC-PARKS-QUICK LINKS	6.28			
	880152	RC-PARKS-KNEE PADS, ARTIST BRI	21.83			
	880823	TS-SHOP-WHEEL BARROW	89.32			
	881382	PS-FIRE-SAW, HANDLE, TROWEL	225.23			
	882409	TS-WHARF- LUMBER	31.96			
016500	07/09/2015	KEY INDUSTRIES	686.42	A/P	OUT-STD	07/09/2015
	8796	RC-PARKS-CLOTHING ALLOWANCE	289.79			
	8807	RC-PARKS-CLOTHING ALLOWANCE	396.63			
018501	07/09/2015	L. E. WHITTAKER CO., LTD.	215.27	A/P	OUT-STD	07/09/2015
	35430	PS-FIRE-HYDRO-TESTING FIRE EXT	113.00			
	35444	PS-FIRE- HYDRO-TESTING- FIRE EX	102.27			
016502	07/09/2015	LEVITT SAFETY LIMITED	444.85	A/P	OUT-STD	07/09/2015
	1466720-00	PS-FIRE-OXYGEN SENSOR	444.85			
016503	07/09/2015	LINDE CANADA LTEE, M2193	25.20	A/P	OUT-STD	07/09/2015
	51940080	TS-SHOP-ACETYLENE	25.20			
016504	07/09/2015	LOCKHART SAW LIMITED	135.60	A/P	OUT-STD	07/09/2015
	81185	CC-RINK- ICESCAPER BLADES SHAI	135.60			
016505	07/09/2015	LSW WEAR PARTS LTD.	406.80	A/P	OUT-STD	07/09/2015
	41443	TS-#31, #34- POLY ZZ CONVOLUTE	406.80			
016506	07/09/2015	MARITIME COFFEE SERVICE	60.50	A/P	OUT-STD	07/09/2015
	IN0C281190	PS-FIRE-KITCHEN SUPPLIES	60.50			
016507	07/09/2015	MAYFIELD GARDENS & LANDSCAPE	1,022.74	A/P	OUT-STD	07/09/2015
	6821	CC-POOL- 4 OZ PHENOL RED REAG	412.82			
	6823	CC- POOL- REAGENT	197.33			
	6835	RC-MILL POOL- POOL FILTER SAND	1,819.41			

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Number	Issued		Amount	SC	Status	Status Date
	6856	RC-PARKS-O-RING FOR STRAINER I	28.65			
	6863	RC-PARKS-PH UP	45.16			
	6864	CC-POOL- ATLANTIC 12 CHLORINE	945.81			
	6866	RC- MILL POOL- CALCIUM CHLORIN	3,770.53			
	6869	RC-HORT- GLOVES, SOIL, MULCH	2,520.82			
	6870	RC-BALL FIELD- MARKERS	282.22			
016508	07/09/2015	MCLAUGHLIN, DONALD	226.00	A/P	OUT-STD	07/09/2015
	JUNE 15, 2015	RC-PARKS- PARK SIGNS	226.00			
016509	07/09/2015	MECHMUFFLER & CUSTOM EXHAUST INC.	133.09	A/P	OUT-STD	07/09/2015
	2648	TS-#21- ALUMINUM TUBING, PIPE BI	133.09			
016510	07/09/2015	MEGA-LAB MANUFACTURING CO. LTD.	313.01	A/P	OUT-STD	07/09/2015
	136883	PS-FIRE-AEROSAN SPRAY, KREEP	313.01			
016511	07/09/2015	MICMAC FIRE & SAFETY SOURCE LTD.	1,946.99	A/P	OUT-STD	07/09/2015
	NS-00826909	PS-FIRE-CLOTHING ALLOWANCE	1,946.99			
016512	07/09/2015	MILLTOWN MACHINE & FABRICATION LTD.	284.47	A/P	OUT-STD	07/09/2015
	17801	CC-ARENA- FABRICATE HOSE HOLT	265.55			
	17861	TS-#13- ALUMINUM ROUND BAR	18.92			
016513	07/09/2015	MINISTER OF FINANCE	410.45	A/P	OUT-STD	07/09/2015
	40025542	PS-FIRE- MAY RADIO COMMUNICAT	410.45			
016514	07/09/2015	MSC INDUSTRIAL SUPPLY ULC	653.08	A/P	OUT-STD	07/09/2015
	7519752001	TS-SHOP- HEX NUTS, CAP SCREWS	243.84			
	7525427001	TS-SHOP-CABLE TIES, FLAT WASHE	409.24			
016515	07/09/2015	NEW SYSTEM LAUNDRY & CLEANERS LTD.	185.54	A/P	OUT-STD	07/09/2015
	333137	PM- RCMP- FLOOR MATS	45.92			
	334069	PM- RCMP- FLOOR MATS	45.92			
	334542	GG-TOWN HALL- FLOOR MATS	93.70			
016516	07/09/2015	OK TIRE & AUTO SERVICE	873.72	A/P	OUT-STD	07/09/2015
	IN031808	TS-#1- WHEEL BALANCE, WHEEL &	320.80			
	IN031985	TS-#1- WHEEL BALANCE	320.80			
	IN031992	TS-#14- TIRES	232.12			
016517	07/09/2015	ORKIN CANADA CORPORATION	242.39	A/P	OUT-STD	07/09/2015
	IN-6201829	PS-FIRE- PEST CONTROL	117.52			
	IN-6247649	PS-FIRE- PEST CONTROL	124.87			
016518	07/09/2015	ORR ELECTRIC & ALARM LTD.	6,828.16	A/P	OUT-STD	07/09/2015
	1690	CC-POOL- EMERFENCY LIGHTS	1,818.10			
	1778	TS-DOWN TOWN POLE LIGHTS- REI	532.82			
	1814	CB-MISS D'S- FIXED & CLEAN LIGHT	506.82			
	1820	RC-GANONG PARK- FASTENED BOI	80.58			
	1823	PM-TOURIST BUREAU- HOT WATER	79.10			
	1825	TS-STREET LIGHTS- REPAIR	839.33			
	1828	RC-MILLTOWN MONUMENT- LIGHTI	541.80			
	1829	RC-DONAHUE MEMORIAL PARK-LIG	2,429.50			
016519	07/09/2015	PARTS FOR TRUCKS INC.	235.77	A/P	OUT-STD	07/09/2015
	34205267-00	TS-#29-CONVEYOR CHAIN BRG KIT	186.28			
	34208533-00	TS-#22- FILLER STRAINER BREATHE	49.49			
016520	07/09/2015	PRINCESS AUTO	375.56	A/P	OUT-STD	07/09/2015
	2841135	PS-FIRE-ANCHOR RINGS, HAMMER	375.56			
016521	07/09/2015	ROB MILLS PHOTOGRAPHY	86.00	A/P	OUT-STD	07/09/2015
	'	GG- STONE ART- PHOTOS	86.00			

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016522	07/09/2015 SAFETY SERVICES 24766 PS-FIRE- TRAFFIC CONTROL PERSK	40.00 40.00	A/P	OUT-STD	07/09/2015
016523	07/09/2015 SAUNDERS EQUIPMENT LTD. 57818 TS-#22- PIVOT PINS 57983 TS-#21- SNAP RINGS, HEX HUB	438.30 205.07 233.23	A/P	OUT-STD	07/09/2015
016524	07/09/2015 SELDON SMITH & SONS LIMITED 60624 CC-RINK- RECONNECT BROILER RE 60625 CC-RINK- REMOVE OLD MAKE UP T	2,318.24 331.88 1,988.38	A/P	OUT-STD	07/09/2015
016525	07/09/2015 SOURCE ONE SUPPLIES 8745 PM- LIBRARY- GARBAGE BAGS 8860 PS-FIRE- AUTO WASH 8880 PS-FIRE- COLD DRINK CUPS 9025 RC-PARKS-LAWN ROLLER, TILLER 9079 PS-FIRE-LAUNDRY DETERGENT	408.80 29.32 89.22 217.47 41.83 28.96	A/P	OUT-STD	07/09/2015
016526	07/09/2015 SOUTHERN SANITATION LTD. 153190 TS/RC- GARAGE/PARKS- GARBAGE	502.40 502.40	A/P	OUT-STD	07/09/2015
016527	07/09/2015 SOUTHWEST NEW BRUNSWICK SERVICE COMMISSE 164542 - 165990 GG-TOWN- REGIONAL LANDFILL CC	9,444.82 9,444.82	A/P	OUT-STD	07/09/2015
016528	07/09/2015 ST. CROIX PRINTING & PUBLISHING COMPANY LIM 092248 GG-TRANS&DIST- HYDRANT FLUSH 092795 GG- CIVIC CENTER- APS CO-ORDIN 092821 GG-SOURCE-WATER QUALITY TECH 092922 GG-CIVIC CENTER- APS CO-ORDIN 092907 GG-CIVIC-GUY R DAY ANNIVERSAR	443.97 41.76 102.87 89.50 125.29 84.75	A/P	OUT-STD	07/09/2015
016529	07/09/2015 TOTAL FALL PROTECTION 1220420 PS-FIRE-HARNESS INSPECTION, SH	378.27 378.27	A/P	OUT-STD	07/09/2015
016530	07/09/2015 ULTRA ALARM SERVICES 142227* CC-BUILDING- ANNUAL MAINTENAN	1,243.00 1,243.00	A/P	OUT-STD	07/09/2015
016531	07/09/2015 WURTH CANADA LIMITED 21953232 TS-ST5-FLAT WASHERS	449.42 449.42	A/P	OUT-STD	07/09/2015
016532	07/09/2015 YELLOW PAGES GROUP 15-1495889 GG-TOWN HALL- 911 LISTING	9.32 9.32	A/P	OUT-STD	07/09/2015
016533	07/09/2015 ZEE MEDICAL CANADA CORP. 0160118279 PS-FIRE-FIRST AID SUPPLIES 0180118313 PS-FIRE-FIRST AID SUPPLIES	316.05 281.23 34.82	A/P	OUT-STD	07/09/2015
016534	07/09/2015 PRO-TECH SANITATION LTD. 200529* CC-RINK-RETAINING BRACKET, DR 200857 CC-RINK- SCRUBBER	1,355.54 1,214.29 141.25	A/P	OUT-STD	07/09/2015
016535	07/09/2015 PAYROLL TRANSFER WEEK282015* GG-TRANSFER-JUN 26-JUL 09/15	76,226.00 76,226.00	A/P	OUT-STD	07/09/2015
016536	07/09/2015 RECEIVER GENERAL FOR CANADA WEEK282015 GG-REMITTANCE-JUN 26-JUL 09/15	33,481.39 33,481.39	A/P	OUT-STD	07/09/2015
016537	07/13/2015 CONLEY'S MARTIAL ARTS NB15112539 RC-RECREATION-JUMPSTART	2,700.00 2,700.00	A/P	OUT-STD	07/13/2015
016538	07/14/2015 SERVICE NEW BRUNSWICK 07/14/2015 Bylaw Registrations	150.00 150.00	A/P	OUT-STD	07/14/2015
016539	07/23/2015 CHARLOTTE COUNTY ALTERNATIVE TRANSPORTA 2015 GRANT GG-CIVIC-2015 GRANT	2,500.00 2,500.00	A/P	OUT-STD	07/23/2015
016540	07/23/2015 FUNDY BUILDING INSPECTION & DRAFTING SERVIK	1,983.16	A/P	OUT-STD	07/23/2015

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	15-184	PS-BUILDINSPECT-JUN28-JUL11/15	1,983.15			
016541	07/23/2015	GREAT-WEST LIFE ASSURANCE COMPANY	1,585.58	A/P	OUT-STD	07/23/2015
	JULY162015MAN	GG-JUL24-AUG23/15 PREMIUMS-MA	1,585.58			
016542	07/23/2015	MEDAVIE BLUE CROSS	13,219.76	A/P	OUT-STD	07/23/2015
	AUGUST15MAN	GG-HEALTH&DENTALPREMIUMS-AL	5,056.55			
	AUGUST15UNION	GG-HEALTH&DENTALPREMIUMS-AL	8,163.21			
016543	07/23/2015	PAYROLL TRANSFER	79,578.00	A/P	OUT-STD	07/23/2015
	WEEK302015	GG-TRANSFER-JUL 10-23/15	79,578.00			
016544	07/23/2015	PITNEY WORKS	990.62	A/P	OUT-STD	07/23/2015
	JULY132015	GG/RC/PS-TOWNHALL-POSTAGE MI	990.62			
016545	07/23/2015	RECEIVER GENERAL FOR CANADA	33,378.56	A/P	OUT-STD	07/23/2015
	WEEK302015	GG-REMITTANCE-JUL 10-23/15	33,378.56			
016546	07/23/2015	SHANNON MICHAEL	365.44	A/P	OUT-STD	07/23/2015
	WEEK302015	PS-ANIMALCONTROL-WEEKLY FEE	167.69			
	WEEK302015*	PS-ANIMALCONTROL-WEEKLY VEHI	197.75			
016547	07/23/2015	TICKETWINDOW INC.	10,460.50	A/P	OUT-STD	07/23/2015
	1328	CC-CONCERT-SAMMY KERSHAW CI	10,460.50			
016548	07/23/2015	GREAT-WEST LIFE ASSURANCE COMPANY	1,993.06	A/P	OUT-STD	07/23/2015
	JULY162015UNION	GG-JUL24-AUG23/15 PREMIUMS-UN	1,993.06			
016549	07/27/2015	MINISTER OF FINANCE	209.30	A/P	OUT-STD	07/27/2015
	WEEK302015	EMPLOYEE DEDUCTIONS-JUL 19-25	209.30			
016550	07/27/2015	FRANK G GODSOE CHARTERED ACCOUNTANT	5,497.48	A/P	OUT-STD	07/27/2015
	741	CC-TREASURY-ACCOUNTING SUPP	3,000.15			
	750	GG-TREASURY-ACCOUNTING SUPP	548.05			
	751	CC-TREASURY-ACCOUNTING SUPP	205.10			
	753	GG-TREASURY-TENDER T0SS14-09	1,435.87			
	755	CC-TREASURY-ACCOUNTING SUPP	308.49			
016551	07/27/2015	FUNDY REGION TRANSITION HOUSE INC.	500.00	A/P	OUT-STD	07/27/2015
	2015 GRANT	GG-CIVIC-2015 GRANT	500.00			
016552	07/27/2015	JOHNSON LEE	420.00	A/P	OUT-STD	07/27/2015
	JULY032015	TS-STG-STREET SWEEPING SERVIC	420.00			
016553	07/30/2015	FUNDY BUILDING INSPECTION & DRAFTING SERV	2,186.55	A/P	OUT-STD	07/30/2015
	15-190	PS-BUILDINGINSPECTOR-JUL 12-25	2,186.55			
016554	07/30/2015	IRVING ENERGY DISTRIBUTION AND MARKETING	11,549.04	A/P	OUT-STD	07/30/2015
	237811	CC-BUILDING-NATURAL GAS	2,842.91			
	239980	CC-BUILDING-NATURAL GAS	1,434.78			
	530873	TS-STG-GAS	4,830.92			
	539761	TS-STG-DIESEL	1,173.39			
	950305	TS-STG-DIESEL	1,287.08			
016555	07/30/2015	KEY INDUSTRIES	1,023.40	A/P	OUT-STD	07/30/2015
	8611	CC-STAFF- CLOTHING ALLOWANCE	287.88			
	8612	CC-STAFF- CLOTHING ALLOWANCE	251.43			
	9079	RC-STAFF- CLOTHING ALLOWANCE	484.09			
016556	07/30/2015	KIWANIS CLUB OF ST. STEPHEN	300.00	A/P	OUT-STD	07/30/2015
	2015 GRANT	GG-CIVIC-2015 GRANT	300.00			
016557	07/30/2015	MINISTER OF FINANCE	209.30	A/P	OUT-STD	07/30/2015
	WEEK312015	EMPLOYEE DEDUCTIONS-JUL 28-AL	209.30			
016558	07/30/2015	SHANNON MICHAEL	365.44	A/P	OUT-STD	07/30/2015
	WEEK312015	PS-ANIMALCONTROL-WEEKLY FEE	167.69			

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Number	Issued		Amount	SC	Status	Status Date
	WEEK312015*	PS-ANIMALCONTROL-WEEKLY VEHI	197.75			
016559	07/30/2015	SUREWAY INTERNATIONAL INC.	1,399.54	A/P	OUT-STD	07/30/2015
	251562	PM-AIRPORT- BATTERIES	1,399.54			
016560	07/30/2015	TRILLIUM SALES GROUP INC.	522.06	A/P	OUT-STD	07/30/2015
	IN091646	PS-FIRE-BELZIG SAFETY GLASSES	522.06			
016561	07/30/2015	AIR LIQUIDE CANADA	37.23	A/P	OUT-STD	07/30/2015
	59866454	CC-ARENA- GAS CYLINDER	18.31			
	60233474	TS-SHOP-CYLINDER GAS	18.92			
016562	07/30/2015	ALL GAS TANKS	18.02	A/P	OUT-STD	07/30/2015
	81085	RC-PARKS-MIX OIL	18.02			
016563	07/30/2015	A ONE PUMPING SERVICE LTD.	322.05	A/P	OUT-STD	07/30/2015
	4201	CC-RINK-MASTER VAC, CLEAN ICE I	322.05			
016564	07/30/2015	ATLANTIC TRACTORS & EQUIPMENT LTD.	3,586.23	A/P	OUT-STD	07/30/2015
	9010863344	TS-#13- BRAKE DISCS	837.56			
	9010863921	TS-#13- DISCS, BRAKE HOUSING	1,827.64			
	9010863922	TS-#13- SEALS	232.83			
	9010864152	TS-#13- BOLT HEXS, NUTS, WASHEI	283.34			
	9010865333	TS-#13- CONE BEARINGS, CUPS	196.76			
	9010866253	TS-#13- HEX BOLTS	62.35			
	9013871262	TS-#13- OIL	124.75			
016565	07/30/2015	CHARLOTTE COUNTY JANITORIAL	1,304.06	A/P	OUT-STD	07/30/2015
	3088	PM-RCMP-JANITORIAL -MAY	1,168.45			
	3118	PS- FIRE- JANITORIAL- JUNE	135.60			
016566	07/30/2015	CODE 4 FIRE & RESCUE INC.	13,554.35	A/P	OUT-STD	07/30/2015
	203035	PS-FIRE-RAM EDRLUALIC	13,554.35			
016567	07/30/2015	COMMERCIAL AQUATIC SUPPLIES	100.68	A/P	OUT-STD	07/30/2015
	131688	CC-ADMIN-WAVE 100 HANDLE	100.68			
016568	07/30/2015	DAVIS FUELS LTD.	1,297.07	A/P	OUT-STD	07/30/2015
	154054	TS/PS- 199 UNION ST- HEATING FUE	1,297.07			
016569	07/30/2015	GREENLAW'S GARAGE LTD.	46.20	A/P	OUT-STD	07/30/2015
	1119	RC-#304- BALANCE 4 TIRES	45.20			
016570	07/30/2015	KEITH'S BUILDING SUPPLIES	533.77	A/P	OUT-STD	07/30/2015
	141947	TS-STS-TRAFFIC PAINT	508.50			
	141948	TS-SHOP-PLUNGER W/HANDLE	6.43			
	142583	TS-SHOP- DRILL BIT, BAG LAG SHIE	18.84			
016572	07/30/2015	KONICA MINOLTA BUSINESS SOLUTIONS (CANADA	748.69	A/P	OUT-STD	07/30/2015
	234355476	GG-TOWN HALL- COPIER MAINTEN	106.69			
	9001392644	CC-ADMIN- MAR/14 COPIER MAINT	50.50			
	9001392646	CC-ADMIN- MAY/14 COPIER MAINT	50.50			
	9001392647	CC-ADMIN- JUN/14 COPIER MAINT	48.83			
	9001392648	CC-ADMIN- JUL/14 COPIER MAINT	50.50			
	9001392649	CC-ADMIN- AUG/14 COPIER MAINT	50.50			
	9001392650	CC-ADMIN- SEP/14 COPIER MAINT	48.83			
	9001392651	CC-ADMIN- OCT/14 COPIER MAINT	50.50			
	9001392652	CC-ADMIN- NOV/14 COPIER MAINT	48.84			
	9001392653	CC-ADMIN- DEC/14 COPIER MAINT	50.50			
	9001392654	CC-ADMIN- JAN/15 COPIER MAINT	50.48			
	9001392655	CC-ADMIN- FEB/15 COPIER MAINT	45.62			
	9001392656	CC-ADMIN- MAR/15 COPIER MAINT	50.50			

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	900392841	CC-ADMIN- FEB/14 COPIER MAINT	45.62			
016573	07/30/2015	KONICA MINOLTA	149.56	A/P	OUT-STD	07/30/2015
	5580702	CC-ADMIN- COPIER LEASE- JUNE	149.56			
016574	07/30/2015	LIFESAVING SOCIETY - NB Branch	187.00	A/P	OUT-STD	07/30/2015
	657	CC-ARENA- WORK PLACE STANDAF	187.00			
016575	07/30/2015	LINDE CANADA LTEE, M2193	25.20	A/P	OUT-STD	07/30/2015
	52125009	TS-SHOP- ACETYLENE WN	25.20			
016576	07/30/2015	LSW WEAR PARTS LTD.	1,868.28	A/P	OUT-STD	07/30/2015
	41429	TS-#31, #34- 10 X 32 POLY ZZ CONV	813.80			
	41554	TS-#21, #22- 10 X 32 POLY ZZ CONV	406.80			
	41629	TS-#21 & #22- POLY ZZ CONVOLUTE	437.88			
016577	07/30/2015	MAYFIELD GARDENS & LANDSCAPE	1,266.37	A/P	OUT-STD	07/30/2015
	6832	CC-POOL- CHEMICALS	1,099.58			
	6812	PM-RCMP- WEED FABRIC	166.79			
016578	07/30/2015	MCINNES COOPER	4,878.20	A/P	OUT-STD	07/30/2015
	2015012841	GG-LEGAL-GENERAL	1,932.30			
	2015012843	GG-LEGAL-CONTRACT	2,237.40			
	2015012847	GG-LEGAL-LEASES	508.50			
016579	07/30/2015	MEGA-LAB MANUFACTURING CO. LTD.	247.47	A/P	OUT-STD	07/30/2015
	136984	TS-SHOP-MEGALUBE WP GREASE	247.47			
016580	07/30/2015	MILLTOWN MACHINE & FABRICATION LTD.	1,197.80	A/P	OUT-STD	07/30/2015
	17542	PM-AIRPORT- ENCLOSE BASE OF A	1,197.80			
016581	07/30/2015	MINISTER OF FINANCE	2,941.61	A/P	OUT-STD	07/30/2015
	11368891JUN15	GG-TOWNHALL-LANDLINE PHONES	1,323.61			
	11378668JUN15	PS/TS-189UNIONST-LANDLINE PHO	347.74			
	11395944JUN15	TS/PS-189UNIONST-LANDLINE PHO	925.75			
	15772965JUN15	RC-REC/POOL-LANDLINE PHONES	283.11			
	46435731JUN15	RC-PARKS-CHOCOLATE PARK CAM	81.30			
016583	07/30/2015	N. B. ELECTRIC POWER	27,588.76	A/P	OUT-STD	07/30/2015
	10126106JUL15	TS-XINGLIGHTS-KING STREET	24.61			
	17915809JUL15	RC-POOL-SCHOOL STREET	75.55			
	17935200JUL15	TS-KING/UNIONST-TRAFFIC LIGHTS	36.82			
	18189205JUL15	RC-POOL-MILL LANE	1,860.45			
	18988703JUL15	PS/TS-189UNIONST-ELECTRICITY	1,253.64			
	19051703JUL15	TS-AIRPORT-ELECTRICITY	151.52			
	19051801JUL15	PM-AIRPORT-ELECTRICITY	41.08			
	216030308JUL15	TS-ST5-AREA LIGHTS	10,967.26			
	50880140JUL15	RC-PARKS-ROTARY CHANGING RO	24.61			
	54187672JUL15	TS-KING/QUEENST-TRAFFIC LIGHTS	35.82			
	54253127JUL15	CC-BUILDING-ELECTRICITY	8,982.65			
	54653268JUL15	TS-KING/SUPERSTORE-TRAFFIC LI	59.81			
	55160607JUL15	RC-COTTONMILL-LIGHTS	72.30			
	55471834JUL15	TS/PS-220UNIONST-ELECTRICITY	180.87			
	55917471JUL15	TS-ST5-WATERFRONT LIGHTS	112.47			
	57579341JUL15	CB-EMPTYSTORE/HAIRDRESSER-E	342.11			
	57955755JUL15	CB-ACTHEAT/HOUSE-ELECTRICITY	307.42			
	57955773JUL15	CB-PHARMACY/BIGAREA-ELECTRIC	138.15			
	57955791JUL15	CB-UPSTAIRSOFFICE-ELECTRICITY	86.06			
	57955808JUL15	CB-ACUNIT&HOUSE-ELECTRICITY	87.18			
	57955826JUL15	CB-SELFCONTAINEDLIGHT-ELECTR	101.16			

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Town of St. Stephen
 BNK1 - General Bank Account
 Cheques from 000001 to 018842 dated between 07/01/2015 and 07/31/2015

CHEQUE REGISTER

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Number	Issued		Amount	SC	Status	Status Date
	71315207JUL15	PM-RCMP-ELECTRICITY	1,290.81			
	73006038JUL15	RC-LIBRARY-ELECTRICITY	1,239.56			
	62122207JUL15	RC-PARKS-BASKETBALL COURT	51.01			
	63278804JUL15	TS-STP-PARKS SHED	26.45			
	64890501JUL15	RC-PARKS-RIVERSIDE DR LIGHTS	79.39			
016584	07/30/2015	ORR ELECTRIC & ALARM LTD.	1,599.82	A/P	OUT-STD	07/30/2015
	1824	CC- POOL- POOL PUMP SWITCHES	1,599.82			
016585	07/30/2015	PARTS FOR TRUCKS INC.	336.92	A/P	OUT-STD	07/30/2015
	34202498-00	TS-#7- TUBELESS RIM POWDER	336.92			
016586	07/30/2015	SELDON SMITH & SONS LIMITED	161.17	A/P	OUT-STD	07/30/2015
	11348	CC-RINK- REPLACE METERING VAL'	161.17			
016587	07/30/2015	SOURCE ONE SUPPLIES	4,929.81	A/P	OUT-STD	07/30/2015
	8008	CC-ARENA- COLINON, FLOOR SQUE	248.76			
	8099	CC-ARENA- BATH TISSUE, PAPER T	350.27			
	8279	CC-ARENA- DOODLEBUG PAD, MOP	103.09			
	8311	CC-ARENA-GARBAGE BAGS, DISINF	1,451.44			
	8481	CC-ARENA- PAPER TOWEL	112.73			
	8559	CC-ARENA- SANI-CLEAN, DISINFEC'	619.43			
	8782	CC-ARENA- GARBAGE BAGS, DISINI	1,573.14			
	8807	CC-ADMIN-WASTE RECEP TAGLE	188.86			
	8971	PM- LIBRARY- PAPER TOWEL, GARE	181.14			
	9219	TS-SHOP- PAPER TOWEL	35.12			
	9227	PS-FIRE-T-SHIRT RAGS, URINAL SC	67.53			
016588	07/30/2015	SOURCE ATLANTIC	343.07	A/P	OUT-STD	07/30/2015
	2115630	TS-SHOP-WHEEL ZIP CUT	129.67			
	2115631	TS-SHOP-ADAPTER REDUCER, REC	213.40			
016589	07/30/2015	SOUTHWEST CONCRETE & CONS LTD	1,271.25	A/P	OUT-STD	07/30/2015
	5-74-15	PM-AIRPORT- EQUIP RENTAL	1,271.25			
016590	07/30/2015	SOUTHERN SANITATION LTD.	1,655.03	A/P	OUT-STD	07/30/2015
	152997	CC-BUILDING-GARBAGE COLLECTK	452.00			
	153188	PM-AIRPORT- GARBAGE COLLECTI	32.21			
	153189	TS-RC-GARBAGE/PARKS- GARBAGE	502.40			
	153192	CB- BUILDING- GARAGE COLLECTI	216.42			
	153237	CC-BUILDING- GARBAGE COLLECTI	452.00			
016591	07/30/2015	SPEEDY ST-STEPHEN 8768	209.05	A/P	OUT-STD	07/30/2015
	8768-179101	TS-#12- BRAKE CONTROLLERS	209.05			
016592	07/30/2015	ST. CROIX PRINTING & PUBLISHING COMPANY LIMI	508.50	A/P	OUT-STD	07/30/2015
	082748	GG-CIVIC- TOWN PRIDE CHALLENG	508.50			
016593	07/30/2015	STUARTS CANDY & CARDS	79.08	A/P	OUT-STD	07/30/2015
	8607	TS-SHOP- CANADIAN FLAG	79.08			
016594	07/30/2015	SUBWAY	396.36	A/P	OUT-STD	07/30/2015
	JLLY 5, 2015	PS-FIRE-FIRE CALL LUNCH	396.35			
016595	07/30/2015	THE QUODDY TIDES	56.00	A/P	OUT-STD	07/30/2015
	48962	CC-PROMOTION- SUMMER GUIDE 2	56.00			
016596	07/30/2015	BELL ALIANT	132.66	A/P	OUT-STD	07/30/2015
	06336721JUN15	TS-AIRPORT-LANLINE PHONE	132.65			
016597	07/30/2015	PROCOM DATA SERVICES INC.	56.44	A/P	OUT-STD	07/30/2015
	2015012447*	GG-TREASURY-ACCTS PAYABLE TF	56.44			

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Town of St. Stephen
BNK1 - General Bank Account
Cheques from 000001 to 016842 dated between 07/01/2015 and 07/31/2015

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
	Cheque Totals Issued:	707,508.14			
	Void:	0.00			
	Total Cheques Generated:	707,508.14			
	Total # of Cheques Listed:	181			

* - Partial payment was made on Invoice
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Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 005311 dated between 07/01/2015 and 07/31/2015

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
004822	07/07/2015 NEW BRUNSWICK MUNICIPAL FINANCE CORPORAT JULY7,2015**	5,307.00 5,307.00	A/P	OUT-STD	07/07/2015
004848	07/07/2015 NEW BRUNSWICK MUNICIPAL FINANCE CORPORAT JULY7,2015***	244,000.00 244,000.00	A/P	OUT-STD	07/07/2015
005245	07/03/2015 MINISTER OF FINANCE HUP2015PAYMENT	75.00 75.00	A/P	OUT-STD	07/03/2015
005246	07/03/2015 MINISTER OF FINANCE 11388812MAY15	283.27 134.13	A/P	OUT-STD	07/03/2015
	19002807MAY15	149.14			
005247	07/03/2015 N. B. ELECTRIC POWER 53123817JUN15	3,556.15 114.74	A/P	OUT-STD	07/03/2015
	53158875JUN15	1,945.05			
	54807440JUN15	27.45			
	56356048JUN15	30.28			
	81204006JUN15	107.90			
	81224002JUN15	862.77			
	81236008JUN15	210.80			
	78139807JUN15	48.74			
	84834906JUN15	64.81			
	84843406JUN15	143.61			
005248	07/03/2015 MINISTER OF FINANCE HUP2015SECURITYDEP	20,000.00 20,000.00	A/P	OUT-STD	07/03/2015
005249	07/09/2015 A"PLUS" AUTO GLASS & UPHOLSTERY 20242	145.77 49.72	A/P	OUT-STD	07/09/2015
	20541	96.05			
005250	07/09/2015 A ONE PUMPING SERVICE LTD. 4202	214.70 214.70	A/P	OUT-STD	07/09/2015
005251	07/09/2015 ATLANTIC PURIFICATION SYSTEMS LTD. 148285	136.73 136.73	A/P	OUT-STD	07/09/2015
005252	07/09/2015 BELL MOBILITY INC. 823888487JUN15*	709.07 709.07	A/P	OUT-STD	07/09/2015
005253	07/09/2015 BRIGGS PLUMBING INC. 109740	155.79 11.04	A/P	OUT-STD	07/09/2015
	108870	144.75			
005255	07/09/2015 CANADIAN TIRE 10023200013889	1,066.38 100.52	A/P	OUT-STD	07/09/2015
	N15366398	19.14			
	N15490201	57.12			
	N15490283	33.87			
	N15490287	21.22			
	N15490336	115.75			
	N15490341	210.12			
	N15490348	31.17			
	N15858419	42.82			
	N15856573	60.96			
	N15856580	135.57			
	N15856581	282.49			
	N15858588	-112.99			
	N15856593	24.23			

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Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 005311 dated between 07/01/2015 and 07/31/2015

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
	N15856597	SCD-DISPOSAL- DUCT TAPE, HOOK			
	N15858800	SCD-DISPOSAL- WOOD POLE, U-BO			
005257	07/09/2015 CREIGHTON-CARTER LTD.	1,739.78	A/P	OUT-STD	07/09/2015
	961-370541	WS-#105- BRAKE DRUMS, BRAKE SI			
	961-370576	WS-#105-SELF ADJUSTER REPAIR P			
	961-370912	WS-#102-ADAPTER CAPS			
	961-370925	WS-#102-BALL JOINTS, TIE ROD EN			
	961-370941	WS-#102-HUB ASY, HYDRAULIC HO			
	961-370966	WS-#102-DRIVESHAFT			
	961-370981	WS-#102-REMAN CV SHAFT			
	961-371025	WS-#102-ULTRA DISQUE BRAKE, BF			
	961-371028	SCD-DISPOSAL-GUAGE			
	961-371186	WS-#18- LUBE FILTER, AIR FILTER			
	961-371204	WS-#18- LUBE FILTERS, AIR FILTER			
	961-371289	WS-#102- DOOR HINGE PIN KITS			
	961-371389	WS-TRANS&DIST- D.I.P. SKT 3 4, D. I			
	961-371423	SCD-#3- OIL FILTER			
	961-371427	SCD-DISPOSAL-GUAGE			
	961-372482	SCD-DISPOSAL- HD DIAGONAL, PVC			
005258	07/09/2016 CYCLE WORKS	516.16	A/P	OUT-STD	07/09/2015
	957248	WS-SOURCE-SPINDLE			
	957263	WS-SOURCE-SUPPLIES			
005259	07/09/2015 EMCO CORPORATION	11,177.18	A/P	OUT-STD	07/09/2015
	2820931-00	WS-TRANS & DIST- AQUA DIPPING I			
	2821501-00	WS-TRANS&DIST- MAIN STOP WREI			
	2821504-00	WS-TRANS&DIST-BODY CAP O RINC			
	2821504-01	WS-TRANS&DIST- SERV BOX L/ROD			
	2821508-00	WS-TRANS& DIST- CVR F/4- 1/4, CVI			
	2821512-00	WS-SOURCE- F/ PE PIPES, KORNER			
	2821515-00	WS-TRANS&DIST-ADPT CB MIPS, FE			
	2821521-00	WS-TRANS&DIST-BALL VLVS, STD B			
	2822100-00	WS-TRANS&DIST-SERV TUBES, SEF			
	2822100-01	WS-SOURCE-1/2 COMPRESSION NL			
	2822506-00	WS-TRANS&DIST-CURB STOPS			
005261	07/09/2015 GULLISON'S COURIER SERVICE	711.90	A/P	OUT-STD	07/09/2015
	310073	WS-SOURCE-TO DOE LAB FR/ TOWI			
	310074	WS-SOURCE-TO RPC FR/ TOWN			
	310131	WS-SOURCE- TO RPC FR/ TOWN			
	310132	WS-SOURCE- TO DOE LAB FR/ TOW			
	310229	WS-SOURCE- TO RPC FR/ TOWN			
	310230	WS-SOURCE- TO DOE LAB FR/ TOW			
	534503	WS-SOURCE-TO RPC FR/ TOWN			
	534513	WS-SOURCE-TO RPC FR/ TOWN			
	534514	WS-SOURCE-TO DOE LAB FR/ TOWI			
	534802	WS-SOURCE-TO RPC FR/ TOWN			
	534803	WS-SOURCE-TO DOE LAB FR/ TOWI			
	534820	WS-SOURCE-TO RPC FR/ TOWN			
	534855	WS-SOURCE- TO RPC FR/ TOWN			
	534858	WS-SOURCE-TO DOE FR/ TOWN			
	534906	WS-SOURCE- TO RPC FR/ TOWN			

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Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 005311 dated between 07/01/2015 and 07/31/2015

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Number	Issued	Amount	SC	Status	Status Date
	534908	WS-SOURCE-TO DOE LAB FR/ TOW	33.90		
	534918	WS-SOURCE- TO RPC FR/ TOWN	33.90		
	534948	WS-SOURCE- TO RPC FR/ TOWN	33.90		
	703877*	WS-SOURCE- TO RPC FR/ TOWN	33.90		
	703878	WS-SOURCE-TO DOE LAB FR/ TOW	33.90		
	703885	WS-SOURCE-TO DOE LAB FR/ TOW	33.90		
005262	07/09/2015	HYPERION RESEARCH LTD.	992.37	A/P	OUT-STD 07/09/2015
	55031	WS-SOURCE-SPORE COUNTS, DEN	992.37		
005263	07/09/2015	KEITH'S BUILDING SUPPLIES	11.73	A/P	OUT-STD 07/09/2015
	141067	SCD-DISPOSAL- COAT/HAT HOOK	4.98		
	141533	SCD-DISPOSAL- PVC CONDUIT SOL	6.77		
005264	07/09/2015	MILLTOWN MACHINE & FABRICATION LTD.	68.37	A/P	OUT-STD 07/09/2015
	17471	WS-#102-ANGLE IRON	68.37		
005265	07/09/2015	RESEARCH & PRODUCTIVITY COUNCIL	1,825.39	A/P	OUT-STD 07/09/2015
	165738	WS-SOURCE- MICRO EXAMINATION	117.57		
	168325	WS-SOURCE-MICRO EXAMINATION	184.58		
	168809	WS-SOURCE-MICROBIOLOGICAL E)	141.08		
	168898	WS-SOURCE-MICROBIOLOGICAL E)	387.60		
	167175	WS-SOURCE-MICROBIOLOGICAL E)	352.88		
	167363	WS-SOURCE-MICROBIOLOGICAL E)	47.03		
	167368	WS-SOURCE-MICROBIOLOGICAL E)	141.08		
	167883	WS-SOURCE-MICROBIOLOGICAL E)	211.82		
	167884	WS-SOURCE-MICROBIOLOGICAL E)	282.15		
005268	07/09/2015	RICHARD PIERCE LTD.	67.80	A/P	OUT-STD 07/09/2015
	MAY 15, 2015	WS-MAXWELL X-ING- CHANGING OI	67.80		
005267	07/09/2015	SCOTIA TECH	1,254.01	A/P	OUT-STD 07/09/2015
	12988	WS-TRANS&DIST- UNIPRO COMMU	1,254.01		
005268	07/09/2015	SPEEDY ST-STEPHEN 8788	107.35	A/P	OUT-STD 07/09/2015
	8788-178141	SCD-#4- BRAKE CONTROLLER	107.35		
005269	07/09/2015	KENT BUILDING SUPPLIES	224.58	A/P	OUT-STD 07/09/2015
	870602*	WS-TRANS&DIST-LUMBER	24.20		
	873186	SCD-DISPOSAL-BOX/WP 1G 3X1/2 H	8.29		
	882179	WS-TRANS&DIST-LAWN MOWER	192.09		
005270	07/23/2015	FITNEY WORKS	1,239.75	A/P	OUT-STD 07/23/2015
	JULY132015*	WS/SCD-TOWNHALL-POSTAGE MET	1,239.75		
005272	07/30/2015	AIR LIQUIDE CANADA	58.84	A/P	OUT-STD 07/30/2015
	60455723	WS-TRANS&DIST- CYLINDER GAS	58.84		
005273	07/30/2015	BRENTAG CANADA INC.	3,959.01	A/P	OUT-STD 07/30/2015
	40548935	WS-SOURCE-CHLORINE	5,934.22		
	40551060	SCD-DISPOSAL-CYLINDER RETURN	-2,712.00		
	40551436	WS-SOURCE-CYLINDER RETURNS	-3,616.00		
	40562036	SCD-DISPOSAL-SULPHUR DIOXIDE	4,352.79		
005274	07/30/2015	CANADIAN PACIFIC RAILWAY COMPANY	533.04	A/P	OUT-STD 07/30/2015
	1800151829	SCD-DISPOSAL-PROPERTY TAX PEI	533.04		
005275	07/30/2015	CNH CAPITAL	1,005.18	A/P	OUT-STD 07/30/2015
	IN77499	WS-#103- HY-TRAN 5 GA, REMAN-S1	708.07		
	IN77531	WS-#103-SEAL KIT	299.11		
005276	07/30/2015	JAMIE LINTON	101.36	A/P	OUT-STD 07/30/2015
	JULY092015*	WS-STS-CLOTHING ALLOWANCE	101.36		

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Town of St. Stephen
 BNK2 - Utility Bank Account
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CHEQUE REGISTER

Printed: 2:33:27PM 08/07/2015

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Number	Issued	Amount	SC	Status	Status Date
005277	07/30/2015 KEM CANADA MFG	2,088.86	A/P	OUT-STD	07/30/2015
	102939 SCD-DISPOSAL-TRP 66 TROZYME, S	530.81			
	103455 SCD-DISPOSAL- ENVIROTAIN	1,557.85			
005278	07/30/2015 MINISTER OF FINANCE	283.18	A/P	OUT-STD	07/30/2015
	11366812JUN15 WS-SOURCE-PUMP STATION	134.08			
	19002807JUN15 SCD-DISPOSAL-OLD BAY WWTP	149.12			
005279	07/30/2015 MINISTER OF FINANCE (DEPT OF ENVIRONMENT)	800.04	A/P	OUT-STD	07/30/2015
	10002801 WS-SOURCE-DRINKING WATER LAF	800.04			
005280	07/30/2015 MINISTER OF FINANCE	4,200.00	A/P	OUT-STD	07/30/2015
	6305052 WS-SOURCE- WATER/WASTEWATE	2,100.00			
	6305053 SCD-DISPOSAL- WATER/WASTEWA	2,100.00			
005282	07/30/2015 N. B. ELECTRIC POWER	18,525.34	A/P	OUT-STD	07/30/2015
	36888807JUL15 WS-3119MAXWELLXING-BUILDING	870.29			
	50228902JUL15 WS-MAXWELLXING-PUMPS	552.19			
	52557428JUL15 SCD-218OLDBAYRD-WWTP	8,214.89			
	53123817JUL15 SCD-STS-DECHLORINATION CHAME	108.64			
	53158875JUL15 SCD-STS-BUDD AVE LIFT STATION	2,970.13			
	53473043JUL15 WS-SOURCE-CHLORINE RESIDUAL	25.18			
	54807440JUL15 WS-STS-158A MILLTOWN BLVD LIFT	27.45			
	56356048JUL15 SCD-STS-18 RIVERSIDE DR LIFT S	28.87			
	61204006JUL15 SCD-STS-2216 KING ST LIFT STAT	179.12			
	61224002JUL15 SCD-STS-358A MILLTOWN BLVD LIF	1,044.09			
	61230004JUL15 WS-MAXWELLXING-PUMPS	1,877.44			
	61236008JUL15 WS-STS-BUDD AVE LIFT STATION	168.62			
	76139807JUL15 SCD-STS-54 RIVERSIDE DR LIFT S	75.71			
	82291006JUL15 WS-SOURCE-RESERVOIR	182.57			
	84934906JUL15 SCD-STS-658A RIVERSIDE DR LIFT	68.81			
	84943406JUL15 WS-STS-TODD HILL RESERVOIR	143.54			
005283	07/30/2015 RESOURCE SYSTEMS INC.	1,180.91	A/P	OUT-STD	07/30/2015
	86-5884 SCD-DISPOSAL- O RING REPLACEM	718.80			
	86-5868 SCD-DISPOSAL- REBUILD VACUUM	442.11			
005284	07/30/2015 SAINT JOHN LABORATORY SERVICES LTD.	1,293.08	A/P	OUT-STD	07/30/2015
	513-15 SCD-DISPOSAL-WWTP LAB TESTS	1,293.08			
005285	07/30/2015 SERVICE NEW BRUNSWICK	663.80	A/P	OUT-STD	07/30/2015
	764641 WS-UTILITY- PAYMENT ACCEPTANC	653.80			
005286	07/30/2015 SOURCE ONE SUPPLIES	141.20	A/P	OUT-STD	07/30/2015
	9058 WS-SOURCE-PAPER TOWEL, SWISH	141.20			
005287	07/30/2015 SOUTHERN SANITATION LTD.	231.88	A/P	OUT-STD	07/30/2015
	153084 WS-BUDD AVE- GARBAGE COLLECT	115.94			
	153191 WS-BUDD AVE- GARBAGE COLLECT	115.94			
005288	07/30/2015 THE PANEL SHOP	8,354.09	A/P	OUT-STD	07/30/2015
	745-36-1 WS-SOURCE- SCADA UPGRADES	4,741.48			
	745-38-1 WS-SOURCE-SCADA-REMOTE CLIE	2,618.21			
	746-89-71 SCD-DISPOSAL-FLOAT SWITCHES C	994.40			
005289	07/30/2015 THOMAS CONNICK	225.00	A/P	OUT-STD	07/30/2015
	12015 WS-WATERTOWER-MOWING	225.00			
005290	07/30/2015 TOWN OF ST. STEPHEN	90.93	A/P	OUT-STD	07/30/2015
	FUNDTRANSFER WS-UTILITY-HST REFUND FUND TR	90.93			
005291	07/30/2015 ZEE MEDICAL CANADA CORP	808.29	A/P	OUT-STD	07/30/2015

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CHEQUE REGISTER

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Number	Issued		Amount	SC	Status	Status Date
	C163118283	SCD-DISPOSAL- FIRST AID SUPPLIE	683.99			
	G032604302	WS-TRANS&DIST- SAFETY CHAPS	124.30			
		Cheque Totals Issued:	338,100.04			
		Void:	0.00			
		Total Cheques Generated:	338,100.04			
		Total # of Cheques Listed:	44			

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RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

COMMITTEES MEETING

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 August 12, 2015 be approved as circulated.

COMMITTEES MEETING
WEDNESDAY, AUGUST 12, 2015 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following Open Committees Meeting).

1. Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – four (4) items

It was MOVED by Councillor Maxwell and SECONDED by Councillor Harding that the above-noted four (4) items, along with one (1) additional Financial Matter be moved into closed session following the Open Committees Meeting, as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*. CARRIED

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Deputy Mayor Allan MacEachern; Councillors Marg Harding, Mike Booth (left the meeting at 7:15 p.m.), Debbie MacDonald, Jim Maxwell, and Abby Pond; Chief Administrative Officer Derek O'Brien; Town Treasurer Tim Tozer; and Town Clerk Joan Flewelling.

2. APPROVAL OF AGENDA

It was MOVED by Councillor Booth and SECONDED by Councillor Pond that the agenda be approved as circulated. CARRIED

3. CONFLICT OF INTEREST

There were no conflicts of interest declared.

4. ITEMS

FINANCE AND ADMINISTRATION – Chaired by Deputy Mayor MacEachern

- (i) Report of the Chief Administrative Officer – The report of the Chief Administrative Officer was received and reviewed.

Council agreed with the Chief Administrative Officer's recommendation, as noted in his report, to donate \$500.00 to the St. Stephen-Milltown Rotary Club in support of its bandstand project in the David Alison Ganong Chocolate Park, and a motion will be considered at the next Regular Session of Council on Monday, August 24, 2015.

- (ii) Report of the Finance Department - The report of the Finance Department was received and reviewed.
- (iii) Cheque Register for month of July 2015 - The memo from the Assistant Treasurer dated August 7, 2015 with attached cheque register was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, August 24, 2015.

PUBLIC WORKS – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department – The report of the Public Works Department was received and reviewed.
- (ii) Pavement Markings – The memo from the Director of Operations dated August 3, 2015 with attachments from Maritime Pavement Markings 1997 A Division of Four Seasons Sports Ltd. of Bathurst, NB was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, August 24, 2015 to accept the quote for pavement markings.

POLICE AND FIRE - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP – The report of the Acting NCO was received and reviewed.

Councillor Pond thanked the RCMP members of the St. Stephen Post, as well as St. George members who recently boarded a cruise ship in St. Andrews and met many of the passengers.

- (ii) Report of the Fire Department – The report of the Fire Department was received and reviewed.

The Chief Administrative Officer thanked the Fire Department for its ongoing participation at many events in the community.

- (iii) Report of the By-Laws Office – The report of the By-Law Enforcement Officer was received and reviewed.

- (iv) Animal Control Services – The memo from the Chief Administrative Officer dated August 10, 2015 was received and reviewed.

It was the decision of Council to continue with the current services and the Chief Administrative Officer was directed to provide a letter to the Animal Control Officer confirming service, travel and kennel fees for the 2016 budget.

PROPERTY, BY-LAWS AND ENVIRONMENT – Chaired by Councillor Booth

- (i) Report of the Building Inspection Office – The report of the Building Inspection Office was received and reviewed.
- (ii) Report of the Development Office – The report of the Development Office was received and reviewed.

As noted in his report, the Chief Administrative Officer/Development Officer advised that The John Howard Society of Saint John and Vibrant Communities Charlotte County are moving forward with a Transitional Housing Project as follows:

- 12 unit apartment complex with business rental space (1 space for The John Howard Society);
- goal is to create a healthy and safe community;
- housing will meet the needs of people in transition (homeless), who are “at risk”, for a 2 – 3 year period;
- all clients are “case managed” by social workers; and
- clients are male and female.

The organizations, in order to move the project forward, are looking for the donation of an appropriate piece of land, and Council directed the Chief Administrative Officer/Development Officer to research properties and to bring that information back to a future meeting.

- (iii) Report of the Property Management Office – The report of the Property Management Office was received and reviewed.

As noted in the Chief Administrative Officer’s report, the heat pump system in the back dining room of Pizza Delight needs to be replaced and Council agreed with his recommendation to purchase a new HVAC unit from East Coast Air in the amount of \$2,750.00, plus HST, and the Treasurer advised that payment will be from the Pizza Delight Building Repairs Budget.

- (iv) Truck Parking Within Town Limits – The letter from Robert Mason dated July 23, 2015 was received and reviewed.

As outlined in Section 7 of the Town’s By-Law No. T-1, “A By-Law to Regulate Vehicular Traffic”, Council granted permission to Mr. Mason to drive his tractor only to his place of residence for a three (3) year period, and the Chief Administrative Officer will draft the appropriate permit.

PARKS AND RECREATION - Chaired by Councillor MacDonald

- (i) Report of the Parks and Recreation Office – The report of the Parks and Recreation Office was received and reviewed.

Councillor Pond commended Jennifer Dow, the Town's Horticulturist, for the beautiful flowers throughout the Town. The Chief Administrative Officer agreed and noted, in particular, the shrubs and flowers at the Loyal Burial Ground.

- (ii) Garcelon Civic Center Report – The report from the Chief Administrative Officer was received and reviewed.

The Chief Administrative Officer advised that two vacancies on the Advising Commission need to be filled, and Council agreed with the recommendation of Kathy Helpert, and a motion will be considered at the next Regular Session of Council on Monday, August 24, 2015, and a second name may also be confirmed prior to the meeting.

As noted in the Chief Administrative Officer's report, quotations have been received to complete the kitchen, and motions will be considered at the next Regular Session of Council on Monday, August 24, 2015 with payment from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund.

As further noted in the Chief Administrative Officer's report, quotations were received for an aquatic pool lift, and a motion will be considered at the next Regular Session of Council on Monday, August 24, 2015 with payment from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund.

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Pond

- (i) Planning, Promotion and Tourism – The report from the Chief Administrative Officer was received and reviewed.

Councillor Pond thanked the many dedicated volunteers who assisted with The Chocolate Fest and the International Homecoming Festival.

- (ii) South West New Brunswick Transit Authority Inc. – The letter from the Project Development Coordinator dated July 23, 2015 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, August 24, 2015 to appoint Councillor Pond as the Council representative on the board of South West New Brunswick Transit Authority Inc.

- (iii) Request to Hold Event – The letter from the A & W Manager dated August 10, 2015 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, August 24, 2015 granting permission for the A & W to hold its “Cruisin to End MS” event.

5. DELEGATIONS/PRESENTATIONS

There were no delegations/presentations.

6. NEW BUSINESS

No new business.

7. ADJOURNMENT

The meeting moved into closed session at 6:10 p.m. and returned to open session at 8:10 p.m., at which time it was **MOVED** by Councillor Harding and **SECONDED** by Councillor Pond that the meeting adjourn at 8:10 p.m.

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEES MEETING
WEDNESDAY, AUGUST 12, 2015 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following Open Committees Meeting).

1. Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – four (4) items

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE
2. APPROVAL OF AGENDA
3. CONFLICT OF INTEREST
4. ITEMS

FINANCE AND ADMINISTRATION – Chaired by Deputy Mayor MacEachern

- (i) Report of the Chief Administrative Officer
- (ii) Report of the Finance Department
- (iii) Cheque Register for month of July 2015 – Memo from Assistant Treasurer dated August 7, 2015 with attachment:
 - Cheque Register

PUBLIC WORKS – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department
- (ii) Pavement Markings – Memo from Director of Operations dated August 3, 2015 with attachment:
 - Proposal from Maritime Pavement Markings 1997

POLICE AND FIRE - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP
- (ii) Report of the Fire Department
- (iii) Report of the By-Laws Office
- (iv) Animal Control Services – Memo from the Chief Administrative Officer dated August 10, 2015 attached.

PROPERTY, BY-LAWS AND ENVIRONMENT – Chaired by Councillor Booth

- (i) Report of Building Inspection Office
- (ii) Report of the Development Office
- (iii) Report of the Property Management Office
- (iv) Truck Parking Within Town Limits – Letter from Robert Mason dated July 23, 2015 attached.

PARKS AND RECREATION – Chaired by Councillor MacDonald

- (i) Report of the Parks and Recreation Office
- (ii) Garcelon Civic Center Report – Report from the Chief Administrative Officer attached.

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Pond

- (i) Planning, Promotion and Tourism – Report from the Chief Administrative Officer attached.
- (ii) South West New Brunswick Transit Authority Inc. – Letter from Project Development Coordinator dated July 23, 2015 attached.
- (iii) Request to Hold Event – Letter from A & W Manager dated August 10, 2015 attached.

5. **DELEGATIONS/PRESENTATIONS**

6. **NEW BUSINESS**

7. **ADJOURNMENT**

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

COMMITTEE OF COUNCIL MEETING

THAT the Minutes of the Committee of Council meeting held on July 27, 2015 be approved as circulated.

COMMITTEE MEETING
MONDAY, JULY 27, 2015 @ 6:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

1. **RECORDING OF ATTENDANCE**

PRESENT: Mayor John Quartermain; Deputy Mayor Allan MacEachern; Councillors Marg Harding, Mike Booth, Debbie MacDonald, Jim Maxwell and Abby Pond; Chief Administrative Officer Derek O'Brien; and Town Clerk Joan Flewelling.

2. **APPROVAL OF AGENDA**

It was **MOVED** by Councillor Harding and **SECONDED** by Deputy Mayor MacEachern that the agenda be approved as circulated. **CARRIED**

3. **ITEMS**

Motion to move into closed session as per:

- (i) **Financial Matter** – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – four (4) items
- (ii) **Labour and Employment Matter** - Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

It was **MOVED** by Councillor Maxwell and **SECONDED** by Councillor Booth that the above-noted five (5) items be moved into closed session as per Section 10.2(4)(c) and (j) of the New Brunswick *Municipalities Act*. **CARRIED**

4. **ADJOURNMENT**

Council came out of closed session at 6:50 p.m., at which time it was **MOVED** by Councillor MacDonald and **SECONDED** by Councillor Harding that the meeting adjourn at 6:50 p.m. **CARRIED**

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEE MEETING
MONDAY, JULY 27, 2015 @ 6:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. ITEMS

Motion to move into closed session as per:

- (i) Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – four (4) items
- (ii) Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

4. ADJOURNMENT

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

STAFF REPORTS

THAT the following staff reports for the month of July 2015 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Parks and Recreation Department, Fire Department; By-Laws and Building Inspection Services; Property Management Services; Development Office; and Garcelon Civic Center.

Report to Mayor and Council

Mission and Vision

Mayor and Council, and the staff of the Town of St. Stephen **advise, communicate, protect, and serve** the citizens of our community.

The Town of St. Stephen aspires to be a proud and engaged community where we act on informed decisions, are accountable toward our common goals, experience economic growth and strong community partnerships, and celebrate our assets.

St. Stephen-Milltown Rotary Gazebo – David Allison Ganong Chocolate Park

The construction of the gazebo started on Monday. The St. Stephen-Milltown Rotary Club paid for the building permit (\$ 110.00). Since it is in a Town park and will be the property of the Town, I recommended to the Finance Committee that they consider a donation to the club to help with the approximately \$ 22 000 project that would at least cover the cost of the building permit.

Action: Council consider a resolution to donate \$ 500.00 to the St. Stephen-Milltown Rotary Club for the building of the gazebo in the David Allison Ganong Chocolate Park, as recommended by the Finance Committee.



Memo

To: Derek O'Brien, CAO

From: Tim Tozer, Treasurer

Date: 07 August 2015

Subject: Finance Department Report

Staff Activity since last report:

- 1) Monthly accounting procedures:
 - A) Accounts Receivable processing (Daily payment processing, deposits, monthly and quarterly invoicing and collection for both the Utility and General Fund).
-Processing Utility bills for April-June/15
 - B) Accounts Payable processing (Verification and daily input of invoices, and payment of amounts owed by the Town).
-Includes additional items related to new Civic Center, old Arena, and former Clark Building.
 - C) Payroll processing (Bi-weekly 72 employees, Monthly 31 employees, Twice Yearly 7 employees, Total 110 employees).
-Includes additional employees related to new Civic Center.
-Includes additional summer employees for horticulture, parks and outside pool.
 - D) General Ledger reconciliation's and analysis of accounts of all funds (Monthly closing of accounting records for eight funds).
-Month end completed to October 31, 2014.
- 2) Statements of Revenue and Expenditures to April 30, 2015.
- 3) Preparation and review of departmental information for Committee and Council packages.
- 4) Computer server maintenance.
- 5) Meetings:
 - A) Department Head meeting-July 28, 2015.
 - B) Finance Group meeting-July 28, 2015.
 - C) Auditor On Site-July 4 to 7, 2015.

6) Projects:

- A) Capital Projects-Analysis, MCBB application and projection, monitoring, approval and processing of progress payments, grant remittance forms and debenture application:
 - 1) Combined Sanitary and Storm Sewer Separation.
 - 2) Gas Tax Project-Environmental Risk Assessment (CCME).
 - 3) Gas Tax Project-West and Dow Streets.
 - 4) 2011 and 2012 Sidewalks and Streets Rehabilitation.
 - 5) Civic Center.
 - 6) Gas Tax Project-Overflow Storm Sewer and Sanitary Sewer Renewal.
 - 7) Gas Tax Project-Water Transmission Main Replacement.
 - 8) Tan House Brook Culverts (Milltown Blvd).
 - 9) Prince William Street Infrastructure Renewal. Includes preparation for MCBB meeting September 14, 2015.

- B) 2014 operating and capital audit working papers-In Progress.

- C) Civic Center accounting reconciliations-In Progress.

- D) Funding remittances for Civic Center construction-In Progress.

- E) Capital Budget-In Progress.

- F) 2014 Actuary analysis.-In Progress.

- G) Civic Center financial controls.-In Progress.

- H) Organization of storage space for accounting files in old arena.-In Progress.

- I) HST remittance-Complete.

- J) Jumpstart processing-In Progress.

- K) Additional tasks related to office of Human Resource Manager-In Progress
 - 1) Processing payroll information for current and new employees.
 - 2) Review of timesheets for payroll processing.
 - 3) Maintenance of records for all employee benefits.
 - 4) Record of employments.

- L) Assistance to new receptionist-In Progress.

Tim Tozer, CPA, CMA
Treasurer
Town of St. Stephen

Public Works Report for July 2015

FROM: Lee Johnson Director of Operations

DATE: Aug. 05, 2015

1. Water system:

- a) Installed new water services into # 24 Union Street.
- b) Finished installing new water main on Ross Ave.
- c) Installed 8 new Meters.

2. Streets:

- a) Installed new Sewer services into # 24 Union Street.
- b) Repaired Lawns.
- c) Finished sweeping Streets and Sidewalks.
- d) Started Painting Crosswalks.

3. Waste Water:

- a) Lift station and Lagoon maintenance.
- b) 1 Sewer Main was flushed and Videoed.
- c) 1 Sewer Lateral was flushed and 3 Sewer Laterals were videoed.

4. Capital Projects Update:

Water Transmision Main Twinning – Route 170 and Valley Road – Project No. 138637

Construction started on July 8. It is expected that the connection to the existing 400 mm main on Valley Road will be made today (August 6). The connection to the main on the Route 170 end of the project will be made soon. We are awaiting the schedule from the City of Fredericton who will be making the connection. Directional drilling work is complete, and most water services have been installed. Pending sub-contractor schedules, we expect that site restoration will take place next week and the job substantially complete by August 14th.

Storm and Sanitary Sewer Improvements – Bell Avenue and Todd Street – Project No. 151718

Tenders closed on July 24, 2015. Shop drawing review is in progress and a preconstruction meeting is being scheduled for next week. A construction schedule will be requested at that time.

Overflow Culverts – Tan House Brook at Milltown Boulevard – Project No. 152138

The tender was advertised on July 29, 2015, and is scheduled to close on August 14, 2015.

Utility and Street Improvements – Prince William Street – Project No. TBD

Topographic survey and field investigation is expected to start in August, with design work commencing late summer and throughout the fall of 2015. Currently, the plan is to advertise tenders for this Build Canada Project during the winter (January or February 2016), with construction taking place throughout the Summer of 2016.

Report of Parks & Recreation Dept. July 2015

Parks

- Kiwanis Club is moving ahead with the Skate Park and would like to erect a sign in the Arena parking lot.
- I have put up some of the No Smoking signs.
- The repairs to the waterfront trail has been repaired. Thanks to the Works Dept,
- We assisted the Elm St Nature Park committee with some work inside the Park. Thanks to the Works Dept for their help.
- Work to the new Rotary Club gazebo for Chocolate Park will begin Aug 10th.
- We are rebuilding the small shelter at the Milltown Boat Landing.
- Delivered picnic tables to several events during the month.
- Busy helping set-up different Chocolate Fest events.
- Partnership with the Business Improvement Area to provide a port-a-potty in the David Alison Ganong Chocolate Park for two months (August and September) – the Town's portion in the amount of \$225.00, plus HST, paid from the Parks and Playground Operating Budget.

Pool

- Public swim and lessons are down a bit from last year.
- I gave out about 40 free passes to the pool.
- I have sent 1 heater back for warranty work, and the last original heater no longer works.
- The pump for the slide has stopped working. A new one has been ordered.
- Hosted a swim meet on July 11th.

Recreation

- The 2nd Annual ball hockey tournament was held on August 1st. We had another great year, and looking at ways to improve for 2016.
- The 4th Annual Chocolate Fun Run was held on Aug 3rd. The children's obstacle course and 3K colour run were a huge hit. The 5K went well, but we had a few minor issues that will be corrected for 2016.
- I am working with the new owners of Canadian Tire on some fundraising ideas for Jumpstart.

Meetings

- FRPA
- Sport NB
- RNB
- Civic Center Staff
- Kiwanis
- Choc Fun Run
- P&R Committee
- Aces – Hockey School
- Horseshoe Group
- CC Advisory Board

Michael O'Connell
Director Parks & Recreation

St. Stephen Fire Department

Report for July 2015

Alarms were: Town Alarms	6
Out of Town Alarms	4
Mutual Aid-Calais	1
Rural Fire	1
	12

Alarms are described as being :

		# of firefighters	# of Hours
1. Rescue - kid in the mud flats	1	11	17
2. Mutual Aid- structure	1	19	76
3. Alarm system activation	2	10	20
4. Motor Vehicle Accident	4	34	44
5. Motor vehicle Fire	1	17	25
6. Natural Gas Break	1	6	12
7. Structure	1	20	60
8. Mutual Aid- motor Vehicle Accident	1	13	20

Fire Department Activities

1. Canada Day Kids Games
2. Two Demos on new ladder trucks by companies passing through
3. Monthly meeting of the fire department
4. Fire Extinguisher inspections

Fire Chiefs Activities:

1. Ladder Truck Demo's
2. Monthly meeting of the fire department
3. Monthly meeting of committee
4. Back yard campfire inspections
5. Fire extinguisher inspections
6. Participated with Maine Emergency Management on a tabletop exercise.
7. Worked with the Board of Lonicera Hall to develop a Fire Safety Plan while they are under construction.
8. Worked four shifts as a Relief Driver

TOWN of ST. STEPHEN

By-Law Enforcement

73 Milltown Blvd. St. Stephen NB, E3L-1G5

JULY REPORT

2015

To: CAO – Town of St. Stephen

Please find enclosed my report for July By-Law –Enforcement.
We handled 15 calls.

CATEGORY	DETAIL	FOLLOW UP
Assist other Depts. (3)	<ul style="list-style-type: none">• <i>Building permit violation</i>• Works dept concerned over a tree blocking the view at an intersection • <i>Atlantic Commercial Properties</i>	Passed onto Building Inspector Patrol made to the area and found that it is not a problem yet, but if it gets larger will have to rectify Passed onto CAO
Assist Other Agency(1)	<ul style="list-style-type: none">• <i>Town of Plaster Rock, Animal control By-law inquiry</i>	Forwarded onto them a copy of our by-law
Assist G.P. (2)	<ul style="list-style-type: none">• <i>Question about purchasing a piece of land owned by the Town</i> <p><i>Concern over a building on their property line</i></p>	Passed onto CAO Will further investigate this with the building Inspector

Parking Complaints (4)	<ul style="list-style-type: none"> • <i>2 hr. Parking violation on King Street</i> <p><i>2 hr. parking violation Milltown Blvd.</i></p> <p><i>2 hr. parking violation King St.</i></p> <p><i>Ticket number 506 Voided</i></p>	<p>Will monitor to see if it persist.</p> <p>Ticket issued # 507</p> <p>Ticket issued # 508</p> <p>Writer error</p>
Barking Dog Complaint (2)	<ul style="list-style-type: none"> • <i>Complaint of barking dogs Milltown Blvd.</i> <p><i>Complaint of barking dog in owners home</i></p>	<p>Animal control visited and I have monitored. Seems to have stopped for know</p> <p>Advised complainant that there was really nothing we could do as long as the animal was inside. Spoke to the owner and they have purchased a bark collar for the dog</p>
Garbage/ Brush complaints (1)	<ul style="list-style-type: none"> • <i>Wanted to know why their brush was not picked up.</i> 	<p>Explained to them the procedure in place for the pick up. They stated they would do that then call back.</p>
Noise complaints (2)	<ul style="list-style-type: none"> • <i>Local business concerned about the neighbors vulgar language affecting their business.</i> 	<p>After consulting with the owner advised I would further investigate the issue for them.</p>

	<ul style="list-style-type: none"> • <i>Follow up from the noise complaint.</i> 	Warning as well as a copy of the noise by-law given to the home owner , she apologized and stated that it would cease.
--	--	--

Patrolled the Town daily and responded to all complaints, Animals picked up were two cats from Riverside Drive. One cat from Milltown Blvd., and one from Eaton St.

ANIMAL CONTROL	
COMPLAINT	FOLLOW UP
Animals Impounded (4)	At owners request

TOWN of ST. STEPHEN

Building Inspection Services

73 Milltown Blvd. St. Stephen NB. E3L-1G5

JULY REPORT 2015

BUILDING INSPECTION

The month of July brought in a total of 15 (fifteen) permits which represents \$5,726,800.00 (five million, seven hundred twenty six thousand and eight hundred) in building costs.

We issued 1 (one) Stop Work Orders in the month July, this has since been resolved. This office has 5 (five) properties we are dealing with under the Unsightly By-Law which are active and in process.

Our office dealt with and has filed 2 (two) Occurrences reports and filed 12 (twelve) Building Inspection reports. 2 (two) electrical waivers were issued.

All required reports were filed with the appropriate government agencies

It should be noted that prior to issue of a building permit a pre-site inspection is conducted to determine if a building permit is needed. All permits are based on the individual pre-inspection of the proposed work. If needed a plan review is conducted, (many instances do not warrant a permit as the work may be deemed maintenance only), and ongoing inspections are conducted throughout the construction period.

Respectively Submitted

Manzer Young

**Manzer Young
Building Inspector
Town of St. Stephen**

Report of Property Management

- | | |
|---|---|
| Train Station / Visitor Information Centre | <ul style="list-style-type: none">• Carol McShane has submitted preliminary drawings for the design of possible Town Hall space. A copy will be forwarded to Council and is being reviewed by staff for discussion. |
| Giddens Memorial Airport | <ul style="list-style-type: none">• The Committee will meet on August 27 (tentative). |
| Old Town Hall | <ul style="list-style-type: none">• Regular checks by our Parks and Recreation Maintenance person. |
| Clark Building | <ul style="list-style-type: none">• Nothing to report. |
| RCMP Building | <ul style="list-style-type: none">• Minor repairs were completed to the steps at the back entrance. |
| Fire Hall / Public Works Garage | <ul style="list-style-type: none">• Nothing to report. |
| Wharf | <ul style="list-style-type: none">• The contractor completed the railing work. |
| Border Arena | <ul style="list-style-type: none">• Information regarding the last Board of Directors' members was forwarded to our solicitor. |
| Pizza Delight | <ul style="list-style-type: none">• HVAC unit in the back dining room is not working well. It is noisy and it is difficult to find replacement parts to make repairs.
<i>Action: Council consider a resolution to accept the quotation from East Coast Air in the amount of \$ 2 750.00 plus HST to provide and install a heat pump system in the Pizza Delight building.</i> |



Report of the Development Office

St. Stephen Development Board

The August meeting (August 6) was canceled and re-scheduled for August 18.

Community Visioning Summit

Thursday, August 20 at the Garcelon Civic Center continues. Approximately 80 leaders of our community will collaborate to build a vision for making St. Stephen the greatest town in Canada.

The St. Stephen Development Board and community partners will fund the summit.

Planning Advisory Committee

- A meeting was held on August to consider the request for three (3) variances – new garage distance from property line; third accessory building on a lot; business off-site sign.

Building Permits

- 15 issued - total estimated construction value of \$ 5 726 800.00.

Sign Permits

- Nothing to report.

Waivers

- 2 electrical.

Variances

1. New garage falling within 6 metres of the property line – PAC approved based on the adjacent property being a Town owned park.
2. Third accessory building on a lot – PAC approved it based on the zoning (Commercial), location of the third accessory building, consent of neighbours, and a large treed area on the back of the property.
3. Off-site business sign – PAC approved based on the location of the sign and that it would not obstruct the view of any neighbours, a lease agreement between the business and the property owner, and in support of business development.

Approved plans

- Nothing to report.

Transitional Housing Project

The John Howard Society, Saint John and Vibrant Communities Charlotte County are moving forward with a Transitional Housing



Project.

- 12 unit apartment complex with business office rental space (1 space for John Howard Society).
- Goal is to create a healthy and safe community.
- Housing will meet the needs of people in transition (homeless), who are "at risk", for a 2-3 year period.
- All clients are "case managed" by social workers.
- Clients are male and female.

In order to move this project forward, the organizations are looking for the donation of an appropriate piece of land.

Facility

Richard Fulton continues to work with DORA Construction to complete the deficiency list and documenting warranty items.

Kitchen – we have quotations to complete the required engineered drawings (Architects4 and Patrick Watt), plumbing (Seldon Smith and Son), and are continuing to collect those for the kitchen equipment (approximately \$ 20 000).

Architects4 \$ 12 550.

Patrick Watt \$ 2 000.

Seldon Smith and Son \$ 13 500.

Action: Council consider resolutions to purchase these services / equipment as per the quotations with a redirection of funds budgeted for the General Capital Reserve.

B. Tucker, T. Scott, and M. O’Connell visited the Carleton Civic Center and attended their Grand Re-opening (July 27).

Events

Upcoming large events:

- Horseshoe Tournament (August 11-15).
- ACES Hockey School and Camp (August 24).
- Community Visioning Summit (August 20).
- 7th Annual St. Stephen-Milltown Rotary Run / Walk (September).
- “Garcelon Civic Center Days” will be held in September to mark the first anniversary of the facility.

New Horizons Grant

Interviews will be held this week for the thirteen (13) week position.

Accessibility Grant

Quotations were received from two (2) different companies for the lift. The prices ranged from: \$ 7 563 – 8 046 plus HST.

We received an accessibility grant from the federal government that required us to contribute approximately \$ 10 000. This is included in our Capital Budget.

We recommend the purchase of the lift from Aquam of Montreal in the amount of \$ 7 563.00 plus HST.

Action: Council consider a resolution to purchase the lift from Aquam, Montreal in the amount of \$ 7 563.00 plus HST with a redirection of funds budgeted for the General Capital Reserve.

Working Stronger Together

A new employee will begin at the centre as a partnership with “Working Stronger Together” for 16 weeks. There is no cost to the centre.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

THAT the Royal Canadian Mounted Police July 2015 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.



**Royal Canadian Mounted Police
St. Stephen Municipal Post
West District**

**POLICE REPORT
July 2015**

Council / Mayor's Report:

This report for St. Stephen RCMP covers the period of **July 1, 2015 to July 31, 2015 inclusive**. During this time period, the RCMP responded to 249 calls for service within the municipality of St. Stephen.

TRAFFIC DETAIL:

Tickets issued	17
Traffic Collisions	6
Warnings issued	20
Checkstop	3

PROVINCIAL STATUTES:

Dog Act	1
Driving Without Due Care and Attention	1
Fail to Stop or Remain at Accident Scene	2
False/Abandoned 911 Call	8
False Alarms	3
Fire Prevention	1
Intoxicated Persons Detention Act	2
Mental Health Act	3
Motor Vehicle Act – Other Activities	1
Off Road Vehicle Act	1
Other Moving Traffic	3
Trespass Act	1

CRIMINAL CODE:

Arson	1
Assault	6
Assault With a Weapon	1
Breach of Recognizance	1
Break and Enter – Residence	3
Crime Prevention	3
Criminal Harassment	3
Disturbing the Peace	4
Fail to comply with Probation Order	2
Fail to comply with Undertaking	2
Failure/Refusal of Approved Screening Device	1
Firearms Act	1
Fraud	1
Impaired Care or Control Over 80 mg% of motor vehicle	1
Impaired Operation over 80 mg% of motor vehicle	3
Impaired Operation (by a drug) of motor vehicle	1
Information File	1
Mischief damage to and/or Obstruct Enjoyment of Property	8
Operation of Motor Vehicle while being pursued by Police	1
Other Theft under \$5000	7
Possession of Weapon for Dangerous Use	1
Resist/Obstruct Peace Officer	1
Theft, Forgery, Misuse of Credit Card	1
Theft Under or Equal to \$5000 – From a Motor Vehicle	10
Theft Under or Equal to \$5000 – Shoplifting	3
Theft, forgery, misuse of credit card	1
Utter Threats	4

OTHER FEDERAL STATUTES:

Controlled Drugs & Substances Act	0
Customs Act – Running the Port	0
Immigration and Refugee Protection Act – Other Activities	0
Possession schedule VIII – Cannabis	2
Possession schedule I – other CDSA	1

**Royal Canadian Mounted Police
St. Stephen Municipal Post
West District
POLICE REPORT – July 2015**

Continued from Page 2

OTHER INVESTIGATIONS:

Assistance to Canadian Provincial Agency	4
Assistance to General Public	3
Assistance to Canadian Federal Department	0
Assistance to Non-Government Canadian Agency	0
Assistance to US Police Agency	1

OTHER INVESTIGATIONS:

Items/lost found	4
Municipal Bylaws	2
Offender Management	1
Request to Locate Individual	2
Person Reported Missing	4
Police Certificates	80
Suspicious person	2

**(Jayson HANSEN), A. Ops NCO
Operations NCO i/c St. Stephen Post
Royal Canadian Mounted Police**

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

DONATION – ST. STEPHEN-MILLTOWN ROTARY CLUB

THAT the Council of the Town of St. Stephen authorizes an unbudgeted donation of \$500.00 (five hundred dollars) to the St. Stephen-Milltown Rotary Club as a donation for the building of a gazebo in the David Alison Ganong Chocolate Park.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

PAVEMENT MARKINGS

THAT the Council of the Town of St. Stephen accepts the proposal from Maritime Pavement Markings 1997, A Division of Four Seasons Sports Ltd. of Bathurst, NB, for the highway striping operations in the Town of St. Stephen for a three (3) year period commencing in 2016 with the same terms and unit prices as the previous contract.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

**GARCELON CIVIC CENTER AND TOWN OFFICE – STUDENT CUSTOMER
SERVICE ATTENDANT - JOB RECOMMENDATION**

THAT Emily Metzger be offered the position of Student Customer Service Attendant for The Town of St. Stephen's Garcelon Civic Center and Town Office effective August 25, 2015 and as outlined in the letter of offer in the form presented to Council.

AND FURTHER THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the letter of offer between The Town of St. Stephen and Emily Metzger.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

**GARCELON CIVIC CENTER – USER AGREEMENT – CHARLOTTE COUNTY
HOCKEY CLUB INC.**

WHEREAS the Council of the Town of St. Stephen and the Charlotte County Hockey Club Inc. have negotiated terms of a User Agreement in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute a User Agreement between The Town of St. Stephen and the Charlotte County Hockey Club Inc. for the use of the Garcelon Civic Center commencing August 25, 2015 to May 31, 2016, and in the form of agreement presented to Council.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

GARCELON CIVIC CENTER CANTEEN SERVICES - AMENDMENT TO LICENCE AGREEMENT

WHEREAS The Town of St. Stephen provided a Licence Agreement to a company to be incorporated by Lisa Cobham to provide Kitchen, Canteen and Catering Services in the Garcelon Civic Center for a one (1) year term effective November 1, 2014;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Amendment to Licence Agreement between The Town of St. Stephen and a company which will be incorporated and owned by Lisa Cobham, which amends the licence for such party to provide Canteen Services only in the Garcelon Civic Center retroactive to August 1, 2015 and expiring October 31, 2015 on the terms, and as more particularly set out, in the form of Amendment to Licence Agreement presented to Council.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

GARCELON CIVIC CENTER ADVISING COMMISSION MEMBER

THAT the Council of the Town of St. Stephen appoints Kathy Helpert as a member of the Garcelon Civic Center Advising Commission, filling one of the two vacancies, effective August 25, 2015 for the remainder of the current term expiring December 31, 2016.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

GARCELON CIVIC CENTER – KITCHEN PLUMBING

THAT the Council of the Town of St. Stephen accepts the proposal from Seldon Smith & Sons Ltd. in the amount of \$13,500.00 (thirteen thousand, five hundred dollars), plus HST, for plumbing services required to rearrange and install plumbing fixtures as outlined on the kitchen floor plan layout at the Garcelon Civic Center.

AND THAT Council authorizes the payment from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

GARCELON CIVIC CENTER – KITCHEN WORK

THAT the Council of the Town of St. Stephen accepts the proposal from A DAY IN LIFE Foodservice Development of Saint John, NB, in the amount of \$4,500.00 (four thousand, five hundred dollars), plus HST, for assistance with the layout and design of the kitchen at the Garcelon Civic Center and related drawings.

AND THAT such cost includes assistance with the recommendation and procurement of required kitchen equipment, along with final inspection and commissioning and training of Garcelon Civic Center staff.

AND FURTHER THAT Council authorizes the payment from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

GARCELON CIVIC CENTER – ARCHITECTURAL DRAWINGS

THAT the Council of the Town of St. Stephen accepts the proposal from Architects Four Limited of Moncton, NB, in the amount of \$18,060.00 (eighteen thousand and sixty dollars), plus HST, for preparation of record drawings and construction documents for the Garcelon Civic Center kitchen, including required mechanical and electrical documents, coordination of required mechanical and electrical subtrades, and submission of formal drawings to New Brunswick Technical Inspection Services for plan review.

AND THAT Council authorizes the Mayor and Town Clerk to sign proposals from Architects Four Limited for the above-noted service.

AND FURTHER THAT Council authorizes the payment from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

**AWARDING OF QUOTATION- GARCELON CIVIC CENTER –
AQUATIC LIFT**

THAT of the two (2) quotes received, the low quote of \$8,546.19 (eight thousand, five hundred and forty-six dollars and nineteen cents), including shipping and HST, from Aquam Inc. of Montreal, Quebec, to supply an aquatic lift at the Garcelon Civic Center be approved.

AND THAT Council authorizes the payment from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

**TOWN REPRESENTATIVE – SOUTH WEST NEW BRUNSWICK TRANSIT
AUTHORITY INC. BOARD**

THAT the Council of the Town of St. Stephen authorizes that Councillor Abby Pond be the Town's representative to act as a director on the board of the South West New Brunswick Transit Authority Inc. for a one (1) year term effective August 25, 2015.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

APPROVAL OF EVENT – A & W

THAT the Council of the Town of St. Stephen grants permission to A & W to hold its “Cruisin’ to End MS” event, which includes music, from 4:00 p.m. – 9:00 p.m. on Thursday, August 27, 2015.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

SOUTHWEST NEW BRUNSWICK SERVICE COMMISSION – REDIRECTION OF TIPPING FEES

WHEREAS E. Cummings Contracting Inc. of Woodstock, NB, was awarded the tender for the water transmission main twinning, Route 170 and Valley Road, which included the cost for acid rock removal tipping fees.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the redirection of payment for acid rock removal tipping fees and directs Southwest New Brunswick Service Commission to invoice the Town in the total amount of \$77,012.00 (seventy-seven thousand and twelve dollars).

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

**AWARDING OF TENDER: OVERFLOW CULVERTS – TAN HOUSE BROOK AT
MILLTOWN BOULEVARD - DILLON PROJECT NO. 15-2138 AND NBDTI PROJECT
NO. 15-D007**

THAT of the four (4) tenders received, the low tender of \$236,294.00 (two hundred and thirty-six thousand, two hundred and ninety-four dollars), including HST, from Fairville Construction Ltd. of Saint John, NB, for the installation of overflow culverts – Tan House Brook at Milltown Boulevard - be accepted.

AND THAT Council authorizes the payment of the Municipal portion of engineering fees and construction costs from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: August 24, 2015

MOVED BY: _____

SECONDED BY: _____

ADJOURNMENT
THAT the meeting adjourn.