

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, AUGUST 26, 2013 @ 7:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Deputy Mayor John Ames; Councillors Allan MacEachern, Marg Harding, Mike Booth, Debbie MacDonald and Jim Maxwell; and Town Clerk Joan Flewelling.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

217/13 **THAT** the Agenda be approved as circulated. **CARRIED**

4. CONFLICT OF INTEREST

There were no conflicts of interest declared.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

There were no petitions/presentations/proclamations.

6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Harding

Seconded by Councillor MacEachern

218/13 **THAT** the Minutes of the Regular Council meeting held on July 22, 2013 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Booth

Seconded by Councillor MacDonald

219/13 **THAT** the Minutes of the Special Council meeting held on July 23, 2013 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Harding
Seconded by Councillor Booth

- 220/13 **THAT** the Minutes of the Special Council meeting held on July 24, 2013 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Maxwell
Seconded by Councillor MacEachern

- 221/13 **THAT** the Minutes of the Special Council meeting held on July 31, 2013 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor MacDonald
Seconded by Councillor Harding

- 222/13 **THAT** the Minutes of the Special Council meeting held on August 14, 2013 be approved as circulated. **CARRIED**

Deputy Mayor Ames voting in favour of the motion.

Councillor Harding voting in favour of the motion.

Councillor Booth voting in favour of the motion.

Councillor MacDonald voting in favour of the motion.

Councillor Maxwell voting in favour of the motion.

Councillor MacEachern voting against the motion.

8. **ACCOUNTS**

PAID BILLS

Moved by Councillor MacEachern
Seconded by Councillor Harding

- 223/13 **THAT** the paid bills in the amount of \$2,822,927.05 (two million, eight hundred and twenty-two thousand, nine hundred and twenty-seven dollars and five cents) be received. **CARRIED**

9. **COMMUNICATIONS**

COMMUNICATION FOR INFORMATION FILE

Moved by Deputy Mayor Ames
Seconded by Councillor Booth

- 224/13 **THAT** Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

COMMITTEE OF COUNCIL MEETING

Moved by Councillor MacDonald

Seconded by Councillor Harding

225/13 **THAT** the Minutes of the Committee of Council meeting held on July 23, 2013 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

226/13 **THAT** the Minutes of the Committee of Council meeting held on July 24, 2013 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor MacDonald

Seconded by Councillor Maxwell

227/13 **THAT** the Minutes of the Committee of Council meeting held on July 31, 2013 be approved as circulated. **CARRIED**

COMMITTEES MEETING

Moved by Councillor MacEachern

Seconded by Councillor Harding

228/13 **THAT** the Minutes of the Committees meeting – Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Finance and Administration; Public Works and Planning, Promotion and Tourism held on August 14, 2013 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Booth

Seconded by Councillor Maxwell

229/13 **THAT** the following staff reports for the month of June 2013 be adopted: Finance Department; Public Works Department; Department of Parks, Recreation and Property Management; Fire Department; and Department of By-Laws and Building Inspection. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

No by-laws considered.

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor MacEachern

Seconded by Councillor Harding

- 230/13** **THAT** the Royal Canadian Mounted Police (RCMP) July 2013 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.
CARRIED

VOLUNTEER FIREFIGHTER POSITION

Moved by Deputy Mayor Ames

Seconded by Councillor MacEachern

- 231/13** **THAT** the Fire Chief's recommendation to recruit Howard Moore as a volunteer firefighter subject to a six month probationary period be accepted. **CARRIED**

LICENCE AGREEMENT – THE TOWN, JEFFREY JOHN DIONNE AND MELLISSA MAE DIONNE – 7 GROOM STREET

Moved by Councillor MacEachern

Seconded by Councillor Maxwell

- 232/13** **WHEREAS** Jeffrey John Dionne and Mellissa Mae Dionne have requested a licence from the Town so that they may construct a fence to enclose a pool being placed on their property;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute a Licence Agreement between The Town of St. Stephen (the "Town") as licensor, and Jeffrey John Dionne and Melissa Mae Dionne, as licencees, granting permission to the licencees to place a portion of a fence on Town property so that they may enclose a pool being constructed on their property in the form of agreement presented to Council.

CARRIED

CHARLOTTE COUNTY MUSEUM – REPAIRS

Moved by Councillor Booth

Seconded by Councillor Maxwell

- 233/13** **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted expenditure in the amount of \$6,000.00 (six thousand dollars), including HST, to cover repairs to the Charlotte County Museum as listed in its quote from Paul Guay of St. Stephen, NB, as well as the purchase of a dehumidifier for the basement. **CARRIED**

Deputy Mayor Ames voting in favour of the motion.

Councillor MacEachern voting in favour of the motion.

Councillor Booth voting in favour of the motion.

Councillor MacDonald voting in favour of the motion.

Councillor Maxwell voting in favour of the motion.

Councillor Harding voting against the motion.

ROYAL BANK OF CANADA SIGNING AUTHORITIES

Moved by Deputy Mayor Ames

Seconded by Councillor Booth

234/13

THAT the Council of the Town of St. Stephen resolves:

1. That Royal Bank of Canada ("Royal Bank") is appointed banker for the Town of St. Stephen.
2. That any one of the Mayor, Deputy Mayor or Acting CAO together with Treasurer or Assistant Treasurer for amounts of \$5,000 or less or either the Mayor or Deputy Mayor together with Treasurer or Assistant Treasurer for amounts greater than \$5,000 are authorized on behalf of the Town of St. Stephen from time to time:
 - (a) to withdraw or order transfers of funds from the Town of St. Stephen's accounts by any means including the making, drawing, accepting, endorsing or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;
 - (b) to sign any agreements or other documents or instruments with or in favour of the Royal Bank, including agreements and contracts relating to products or services provided by Royal Bank to the Town of St. Stephen; and
 - (c) to do, or to authorize any person or persons to do, any one or more of the following:
 - (i) to receive from the Royal Bank any cash or any securities, instruments or other property of the Town of St. Stephen held by Royal Bank, whether for safekeeping or as security, or to give instructions to Royal Bank for the delivery or other transfer of any such cash, securities, instruments or other property to any person named in those instructions;
 - (ii) to deposit with or negotiate or transfer to Royal Bank, for the credit of the Town of St. Stephen, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Town of St. Stephen, or any other name under which the Town of St. Stephen carries on business, on any security or instrument;
 - (iii) to instruct Royal Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Town of St. Stephen;
 - (iv) to receive statements, instruments and other items (including paid cheques) and documents relating to the Town of St. Stephen's accounts with or any service of the Royal Bank, and to settle and certify the Town of St. Stephen's accounts with Royal Bank.
3. That all instruments, instructions, agreements (including contracts relating to products or services provided by Royal Bank) and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in this Resolution and delivered to Royal Bank by any person, shall

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- be valid and binding on the Town of St. Stephen, and Royal Bank is hereby authorized to act on them and give effect to them.
4. That the Royal Bank be furnished with:
 - (a) a copy of this Resolution; and
 - (b) a list of the names of the persons authorized by this Resolution to act on behalf of the Town of St. Stephen, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons; each certified by the (1) Mayor and (2) Treasurer of the Town of St. Stephen; and
 - (c) in writing, any authorization made under paragraph 2(c) of this Resolution.
 5. That any document furnished to Royal Bank as provided for in paragraph 4 of this Resolution shall be binding upon the Town of St. Stephen until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of Royal Bank where the Town of St. Stephen has its account. **CARRIED**

THE BANK OF NOVA SCOTIA SIGNING AUTHORITIES

Moved by Councillor MacEachern

Seconded by Councillor MacDonald

235/13

THAT the Council of the Town of St. Stephen resolves that:

1. We appoint The Bank of Nova Scotia as our banker and agree to the terms set out in the Scotiabank Financial Services Agreement, or where applicable, the Scotiabank Financial Services Agreement section of the Business Banking Services Agreement.
2. Any two of the following persons are authorized to sign and deliver the Scotiabank Financial Services Agreement, any service requests and any other banking agreements with you:
Mayor, Deputy Mayor or Acting CAO, along with the Treasurer or Assistant Treasurer.
3. The persons and the required combination of those persons we verify, are the persons authorized, and the combination of those persons required, to give instructions, verifications and approvals on our behalf from time to time. We will provide this verification by a certificate in writing given to you by any two of the officers set out below. The most recent certificate given to you will be the current certificate in effect:
Over \$5,000 – Mayor or Deputy Mayor along with Treasurer or Assistant Treasurer
Under \$5,000 – Mayor, Deputy Mayor or Acting CAO along with Treasurer or Assistant Treasurer.
4. All instructions, agreements and documents which we sign, make, draw, accept, endorse or complete and which are signed by the persons we have authorized from time to time are valid and are binding on us. Our seal is not required on any written document to make it valid or to show consideration.
5. This Resolution remains in effect until we cancel it by written notice to you and you have acknowledged receiving the notice. **CARRIED**

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MAJOR INDUSTRY AND ECONOMIC INCENTIVE POLICY – AMENDED

Moved by Councillor MacDonald

Seconded by Councillor Harding

- 236/13** **THAT** the Council of the Town of St. Stephen approves the amended Major Industry and Economic Incentive Policy No. 57-A attached. **CARRIED**

FINANCIAL CONTRIBUTION – LAC-MÉGANTIC, QUEBEC RAIL DISASTER

Moved by Deputy Mayor Ames

Seconded by Councillor Maxwell

- 237/13** **THAT** the Council of the Town of St. Stephen authorizes the unbudgeted expenditure in the amount of \$1,000.00 (one thousand dollars) payable to the Municipality of Lac-Mégantic, Quebec to assist with the psychological and social rebuilding of its community as a result of the July 6, 2013 rail disaster. **CARRIED**

**TOWN OF ST. STEPHEN – PROPOSED FIVE YEAR PLAN 2014 – 2018 –
DESIGNATED HIGHWAY PROGRAM**

Moved by Councillor MacEachern

Seconded by Councillor Harding

- 238/13** **THAT** the Council of the Town of St. Stephen approves the attached Proposed Five Year Plan 2014 – 2018 Designated Highway Program and submits same to the Department of Transportation and Infrastructure to assist the Department in considering request in preparation for the budget process. **CARRIED**

DILLON CONSULTING LIMITED – CLIENT AUTHORIZATION TO PROCEED

Moved by Deputy Mayor Ames

Seconded by Councillor MacEachern

- 239/13** **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an agreement which in turn authorizes Dillon Consulting Limited of Fredericton, NB to provide consulting engineering services, an unbudgeted expenditure of \$18,300.00 (eighteen thousand, three hundred dollars), plus HST, to conduct a drainage study to assess basement sewer backups/flooding that occurred as a result of the heavy rainfall on July 26, 2013. **CARRIED**

EMPLOYMENT AGREEMENT – THE TOWN AND NATALIE REID

Moved by Councillor MacDonald

Seconded by Councillor MacEachern

WHEREAS the Council of the Town of St. Stephen and Natalie Reid have negotiated terms of an 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 Town Clerk to execute an Employment Agreement between The Town of St. Stephen (the “Town”) and Natalie Reid of Hanwell, NB for the position of manager of the Garcelon Civic Center and head of the Town’s Department of Parks & Recreation and such other non-union duties assigned to her by the Chief Administrative Officer for the Town commencing September 17, 2013 and in the form of agreement presented to Council.

AMENDED

EMPLOYMENT AGREEMENT – THE TOWN AND NATALIE REID

Moved by Councillor MacEachern

Seconded by Councillor MacDonald

- 240/13** **BE IT RESOLVED THAT** the resolution be amended by the deletion of the phrase “and head of the Town’s department of Parks & Recreation” such that the resolution reads as follows:

EMPLOYMENT AGREEMENT – THE TOWN AND NATALIE REID

WHEREAS the Council of the Town of St. Stephen and Natalie Reid have negotiated terms of an 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 Town Clerk to execute an Employment Agreement between The Town of St. Stephen (the “Town”) and Natalie Reid of Hanwell, NB for the position of manager of the Garcelon Civic Center, and such other non-union duties assigned to her by the Chief Administrative Officer for the Town commencing September 17, 2013 and in the form of agreement presented to Council.

AND BE IT RESOLVED THAT the form of agreement presented to Council be amended as follows:

- by the deletion of the phrase “and head of the Parks & Recreation Department” in the third line thereof;
- by the deletion of the phrase “and shall be the head of the Parks & Recreation department for the town” after the word “hereto” in the first sentence of section 9 of such agreement; and
- by the addition of the phrase “for all activities carried out in the town’s Garcelon Civic Center” after the word “Recreation” in the second sentence of section 9 of such agreement. **CARRIED**

APPROVAL OF EVENT – ST. STEPHEN’S UNIVERSITY’S FESTIVAL OF THE ARTS

Moved by Deputy Mayor Ames

Seconded by Councillor Booth

- 241/13** **THAT** the Council of the Town of St. Stephen grants permission to St. Stephen’s University to hold an outdoor music and crafts/arts festival between 2:00 p.m. and 6:00 p.m. on Saturday, October 5, 2013 at 8 Main Street (front lawn on Milltown Blvd.). **CARRIED**

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor Ames

- Attended various Town meetings.
- Attended International Festival meetings.
- Attended various events during International Festival and Chocolate Fest.

Councillor MacEachern

- Attended the lumberjack competition during International Festival.
- Attended the opening ceremony of International Festival on the Ferry Point Bridge.
- Attended the ceremony for Shirley McMahan, Maritimer of the Week.
- Attended Communities in Bloom events.
- Attended the joint Council BBQ with Calais hosted by St. Stephen at the home of Councillor MacDonald.
- Attended various Town meetings.

Councillor Harding

- Attended various Town meetings.
- Attended the opening ceremony of International Festival on the Ferry Point Bridge.
- Attended the ceremony for Shirley McMahan, Maritimer of the Week.
- Stated that the Knights of Pythias hall suffers from a lot of vandalism and requests the public to contact the RCMP if they have any information.
- Urged the public to remove their yard sale signs from poles after their sales.

Councillor Booth

- Attended various events during International Festival and Chocolate Fest.
- Attended various Town meetings.
- Attended meetings with Doug Dougherty with respect to the Charlotte County Museum.

Councillor MacDonald

- Attended various events during International Festival and Chocolate Fest.
- Attended Communities in Bloom events.
- Attended a meeting with a flood expert from Dillon Consulting as a result of the flooding the end of July.
- Attended various Town meetings.
- Enjoyed the joint Council BBQ with Calais which St. Stephen hosted.

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- Attended Labour/Management meetings.
- Attended the ceremony for Shirley McMahon, Maritimer of the Week.

Councillor Maxwell

- Attended various Town meetings.
- Attended Communities in Bloom events.
- Attended the opening ceremony of International Festival on the Ferry Point Bridge.
- Inducted into the Chocolate Lovers' Society.
- Attended the joint Council BBQ with Calais hosted by St. Stephen at the home of Councillor MacDonald.
- Attended a Chocolate Museum Operating Committee meeting.
- Attended the ceremony for Shirley McMahon, Maritimer of the Week, and commended Gary Sharpe for her nomination.

Mayor Quartermain

- Thanked the many dedicated volunteers involved in making the Chocolate Fest and International Festival great successes.

16. QUESTION PERIOD

Kathy Bockus, reporter with the *Saint Croix Courier*, asked for clarification on the Garcelon Civic Center Manager's amended resolution; the Major Industry and Economic Incentive Policy amendment; and the Dillon Consulting Limited drainage study.

Derwin Gowan, reporter with the *Telegraph Journal*, asked when the proposed hotel would be breaking ground and the Mayor advised that he was unsure and should contact the developer.

Patrick Cummins, a resident, stated his concern with the Town not having a by-law to enforce citizens to keep grass trimmings off of sidewalks. He also stated that the By-Law Enforcement Officer should send letters to people who do not comply with by-laws.

Kathy Bockus questioned Council's decision to hire Natalie Reid as the Garcelon Civic Center Manager and she was advised that Ms. Reid scored the highest during the interview process, met the qualifications and had excellent references.

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17. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Harding
Seconded by Councillor Booth

242/13 THAT the meeting adjourn at 7:40 p.m. CARRIED

Mayor

Town Clerk



TOWN OF ST. STEPHEN

POLICY

Title: MAJOR INDUSTRY AND ECONOMIC INCENTIVE POLICY Policy No. 57-A

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Original Effective Date: January 31, 2011

Amendment Effective Date: August 26, 2013

(Originally Approved by Council October 22, 2012)

(Amended version approved by Council August 26, 2013)

I. PURPOSE

The Major Industry and Economic Incentive Policy (the "**Policy**") is to provide development incentives to industry that will assist with their capital and operating expenses in support of a business case.

This Policy applies to new projects which will employ between 30 and 50 employees or projects which have the potential to increase employment by a minimum of 20 persons; or increased employment for 10 percent of existing employers employing in excess of 200 employees.

This Policy is not intended to, nor will it guarantee, that a grant will be allocated. Applications to the Town will be evaluated on a case by case basis.

This Policy shall not apply to existing renovations or retrofits. It shall only apply to new construction or new expansions.

II. DEFINITIONS

The Chief Administrative Officer ("**CAO**") includes the Chief Administrative Officer for the Town of St. Stephen (the "**Town**") and such person as is designated by the Chief Administrative Officer to act on the Chief Administrative Officer's behalf.

Unusual circumstance means unique development obstacles in infrastructure or site development ("**unusual circumstances**"). Examples of unusual circumstances may include, but shall not necessarily be limited to, a lift station which may be required; ledge which may have to be removed; a railway crossing which may be needed; unexpected environmental conditions which may have to be overcome or innovative practices to minimize waste or reduce the impact on existing infra-structure.

III. CONTENT OF APPLICATION

To be considered under this Policy, all applications shall be made by the applicant prior to the start of any construction. Applications presently on hold qualify as applications retroactive to the start date of this policy.

All applications must include the following:

- (i) Description of the capital project –
 - a. Specification of development costs (capital and otherwise) in excess 5 million dollars.
 - b. The application must demonstrate “environmental sustainability” indicating measures and methods to minimize the impact on municipal infra-structure.
 - c. The description of the capital project shall include new and innovative technologies and/or best practices and efficient use of the building footprint and operations.
 - d. The application must describe the number of jobs created during construction and expected total long term operating employment.
- (ii) The developer must submit a business plan, including a capital and operation budget for the project, which demonstrates features beneficial the Town’s infrastructure, local economy and job creation.
- (iii) The amount of grant for which the application is being made.

Special consideration may be given to applications which demonstrate a need to overcome unusual circumstances. Preference may be given to applications which demonstrate development that takes advantage of and minimizes the impact on existing infra-structure.

IV. STATUTORY AUTHORITY FOR POLICY

Section 90.01 (1) of the *Municipalities Act* states in part:

90.01(1) Subject to subsection (4), a municipality may, by resolution of council, make grants to the following upon such terms and conditions as determined by council:

* * *

(c) any other organization or corporation if, in the opinion of council, the grant will assist in the development of the municipality.

V. PROCESS FOR APPROVAL OF APPLICATION

Section 1 – Regular Application

All applications shall be made to and evaluated by the CAO who may, at his or her sole discretion, either reject the application or make a recommendation to the St. Stephen Town Council (the “**Council**”). All applications will be evaluated on a case by case basis.

The CAO shall consult with the Town Treasurer (the “**Treasurer**”) with respect to any application prior to making a recommendation to Council.

Following a recommendation from the CAO, all grants determined by Council to assist the community, which determination is in the sole discretion of Council, will be paid to the developer beginning no earlier than in the calendar year following the completion of construction (certified by the Town of St. Stephen Building Inspector). Subject to the foregoing, grants approved hereunder will be paid in installments up to \$10,000 per year not exceeding 20 years.

Following Council approval, the Town shall draft a development agreement specifying such conditions of the grant as herein contained and such further conditions as deemed necessary by the Town, in its sole discretion, that must be signed by the developer, Mayor and Town Clerk accompanied by the official seals of each party to the agreement.

Section 2 – Unusual Circumstances

For situations that may qualify as unusual circumstances described above, a developer may request a recommendation from the CAO, who will consult with the Public Works Department and the Building Inspector for the Town, and jointly this group may advise the developer that a grant may be available under the category of unusual circumstances contained in Article V, Section 2 of the Policy, subject to approval of the Council.

Following a recommendation from the CAO under the category of unusual circumstances, all grants determined by Council to assist the community, which determination is in the sole discretion of Council, will be paid to the developer beginning no earlier than in the calendar year following the completion of construction (certified by the Town of St. Stephen Building Inspector). Subject to the foregoing, grants approved hereunder will be paid in installments up to \$2,000 per year not exceeding 10 years.

Following Council approval, the Town shall draft a development agreement specifying such conditions of the grant as herein contained and such further conditions as deemed necessary by the Town, in its sole discretion, that must be signed by the developer, Mayor and Town Clerk accompanied by the official seals of each party to the agreement.

VI. DISCRETION OF COUNCIL

Notwithstanding anything contained in this Policy, the Council shall have full discretion to approve any application for grant made under this policy that, in its opinion, assists the development of the Town.

Council may exercise its discretion as to the amount of any grant approved. Grant amounts may be less than, but in no event shall a grant exceed, the amounts described and noted in Article V, Section 1 and Article V, Section 2 of the Policy.

VII. OBLIGATIONS OF DEVELOPERS/CONDITIONS OF GRANT

Upon approval of an application for a grant, the following provisions shall apply:

- Developers shall complete such development in accordance with Town policies and by-laws.
- To continue to receive grant monies approved under this policy, a developer is required to maintain full operations. However, a measure of flexibility is permitted, and therefore a grant approved under this Policy shall not be discontinued so long as a developer maintains 80 percent of the new employment created by the development.

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- If the new employment created by the development drops below 80 percent, the Council may continue the grant through authorizing a temporary variance setting out a specified time period during which the reduced employment will be permitted.
- The Town will cease payments if: (a) a temporary variance expires and the new employment level created by the development is not returned to the required 80 percent level, or (b) the employment level drops below 60 percent of the new employment created by the development. Payments may be reinstated if employment numbers return to above 60 the percent level through a temporary variance as specified above.
- Grants allotted under this Policy will be for the sole purpose of the stated project.
- If a developer changes the original stated purpose and criteria for which the grant was approved, the Town reserves the right to cancel such grant and recover any previous payments made to the developer under this Policy.
- All grants approved under this policy are non-transferable. If the ownership of a developer changes or the ownership of the development changes, any grant awarded under this Policy will null and void.
- The Town reserves the right to confirm employment numbers at two year intervals beginning no later than January 30th in a calendar year following the completion of construction (certified by the Town of St. Stephen Building Inspector). The employment numbers will be confirmed by the CAO.

THE POLICY IS SUBJECT TO AMENDMENT OR CANCELLATION AT ANYTIME BY RESOLUTION OF COUNCIL.

Approved:


Town Clerk

TOWN OF ST. STEPHEN

DESIGNATED HIGHWAYS
FIVE YEAR PRIORITIES

Year 2014

Up Grade to Tanning House Brook Culvert - Milltown Blvd. \$205,000

Year 2015

Curb & Gutter-both sides, Street Upgrade and Paving
King Street Phase 5. \$258,572

Year 2016

Curb & Gutter, Milltown Blvd., both sides
Hill St. to Church St. - 440 meters.
Street parking to change to parallel and greening
added by sidewalks. \$245,000

Year 2017

Curb & Gutter, Milltown Blvd., both sides
Boundary St. to Hill St. - 840 meters \$405,000

Year 2018

Curb & Gutter, Milltown Blvd., both sides
Church St. to Milltown Customs - 640 meters
Street parking to change to parallel and greening
added by sidewalks. \$310,000