

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
AUGUST 27, 2012
7:00 P.M. – 9:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
 - (a) Longboarders/Skateboarders – Presentation by Megan Hughes and Katherine Higgins.
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – July 23, 2012
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 15, 2012
11. STAFF REPORTS
 - (a) Finance Department
 - (b) Public Works Department
 - (c) Department of Parks, Recreation and Property Management
 - (d) Fire Department
 - (e) Department of By-laws and Building Inspection
 - (f) Development Office

12. UNFINISHED BUSINESS
13. CONSIDERATION OF BY-LAWS
 - (a) By-Law No. T-1 – A By-Law to Regulate Vehicular Traffic – Second Reading – Section Numbers Only
 - (b) By-Law No. Z-1.1 – “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
14. NEW BUSINESS
 - (a) Royal Canadian Mounted Police – Monthly Report
 - (b) Parking Spaces – Provincial Government Employees
 - (c) Boys & Girls Club of Charlotte County Inc. – Grant
 - (d) Ground Construction Debris – Boundary Street
 - (e) Pension Plan Review – Town of St. Stephen Employees
 - (f) Town of St. Stephen – Proposed Five Year Plan 2013 – 2017 – Designated Highway Program
 - (g) Town Truck – Department of Parks and Recreation
 - (h) Amending of Resolution (The Town of St. Stephen’s Garcelon Civic Center – Construction Committee Composition)
 - (i) Federation of Canadian Municipalities – Long Term Financing and Grant Application
 - (j) Rescinding of Resolution (The Town of St. Stephen’s Garcelon Civic Center Project – Capital Expenditure Policy)
 - (k) The Town of St. Stephen’s Garcelon Civic Center Construction Committee and Expenditure Policy
 - (l) Appointment of “Head” under the Right to Information and Protection of Privacy Act
 - (m) Approval of Event – St. Stephen’s University’s Festival of the Arts
15. REPORTS OF MAYOR AND COUNCILLORS
16. QUESTION PERIOD
17. CLOSED SESSION
 - (a) Motion to move into closed session to discuss a financial matter as per Section 10.2(4)(c) of the New Brunswick Municipalities Act.
18. ADJOURNMENT

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

REGULAR COUNCIL MEETING

THAT the Minutes of the Regular Council meeting held on July 23, 2012 be approved as circulated.

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
JULY 23, 2012 @ 7:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Councillors Allan MacEachern, Marg Harding, Mike Booth, Debbie MacDonald and Jim Maxwell; Chief Administrative Officer/Development Officer John Ferguson; and, Town Clerk Joan Flewelling.

ABSENT: Deputy Mayor John Ames

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Maxwell

Seconded by Councillor MacEachern

126/12

THAT the Agenda be approved with one deletion: (h) Boys & Girls Club of Charlotte County Inc. – Grant under 14. NEW BUSINESS be deleted. **CARRIED**

4. CONFLICT OF INTEREST

Mayor Quartermain declared a conflict of interest on paid bills to NB Power and left Council Chambers at 7:10 p.m. and returned at 7:15 p.m. In the absence of the Deputy Mayor, Councillor MacEachern assumed the Chair during the Mayor's absence.

It was determined that Councillor MacEachern did not have a conflict of interest on paid bills to the St. Croix Printing and Publishing Company.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

- (a) Rally in the St. Croix Valley – International Motorcycle Festival (July 1 – July 8, 2012 - Bob Hamel, Canadian Chair, advised Council that Rally in the St. Croix Valley was a successful event with over 1,100 motorcyclists from several provinces across Canada, as well as from a number of eastern States. Mr. Hamel stated they were pleased with the number of motorcyclists, it being their first year, and is hopeful it will grow in future years.

**MINUTES
REGULAR COUNCIL
JULY 23, 2012**

2

Even though the event ran a small deficit, a donation of \$1,500.00 to the Ridgewood Veterans Health Wing in Saint John, NB was made possible from several donations received.

A few members from the Canadian Army Veteran Motorcycle Unit were also in attendance and presented a plaque to the Mayor in appreciation of the Town's support.

6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Booth

Seconded by Councillor Harding

127/12 **THAT** the Minutes of the Regular Council meeting held on June 18, 2012 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

128/12 **THAT** the Minutes of the Special Council meeting held on June 28, 2012 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Harding

Seconded by Councillor Booth

129/12 **THAT** the Minutes of the Special Council meeting held on July 11, 2012 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor MacEachern

Seconded by Councillor Harding

130/12 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to June 30, 2012 be received. **CARRIED**

PAID BILLS

Moved by Councillor Booth

Seconded by Councillor MacDonald

131/12 **THAT** the paid bills in the amount of \$902,185.11 (nine hundred and two thousand, one hundred and eighty-five dollars and eleven cents) be ratified. **CARRIED**

PAID BILLS: CONFLICT OF INTEREST – NB POWER

Moved by Councillor Harding

Seconded by Councillor Booth

132/12 **THAT** the following paid bills to Service New Brunswick (NB Power) be ratified:

- \$233.38 (two hundred and thirty-three dollars and thirty-eight cents), Cheque #010499
- \$11,630.44 (eleven thousand, six hundred and thirty dollars and forty-four cents), Cheque #010533
- \$3,859.11 (three thousand, eight hundred and fifty-nine dollars and eleven cents), Cheque #010566
- \$3,568.46 (three thousand, five hundred and sixty-eight dollars and forty-six cents), Cheque #003282
- \$5,687.00 (five thousand, six hundred and eighty-seven dollars and zero cents), Cheque #03295
- \$5,703.67 (five thousand, seven hundred and three dollars and sixty-seven cents), Cheque #03307 **CARRIED**

PAID BILLS: CONFLICT OF INTEREST – ST. CROIX PRINTING AND PUBLISHING COMPANY

Moved by Councillor Maxwell

Seconded by Councillor Harding

133/12 **THAT** the following paid bills to St. Croix Printing and Publishing Company be ratified:

- \$877.80 (eight hundred and seventy-seven dollars and eighty cents), Cheque #010511
- \$941.04 (nine hundred and forty-one dollars and four cents), Cheque #010609
CARRIED

9. **COMMUNICATIONS**

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor MacEachern

Seconded by Councillor Booth

134/12 **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

- 135/12 **THAT** the Minutes of the Committees meeting – Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Planning, Promotion and Tourism; and Finance and Administration held on July 11, 2012 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 136/12 **THAT** the Minutes of the Committee of Council meeting held on July 19, 2012 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Maxwell

Seconded by Councillor Booth

- 137/12 **THAT** the following staff reports for the month of June 2012 be adopted: Treasury Department; Public Works Department; Department of Parks, Recreation and Property Management; Fire Department; Department of By-Laws and Building Inspection; and Development Office. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

EMERGENCY: BY-LAW RESPECTING PROCEDURES OF THE TOWN COUNCIL AND TOWN ADMINISTRATION

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 138/12 **WHEREAS** Section 12(2) of the *Municipalities Act* provides that all members of Council present may declare by resolution that an emergency exists and thereafter a by-law may be read three times at the one meeting of Council;

THEREFORE be it unanimously resolved that an emergency exists and By-Law No. A-2.3, being a By-Law to Amend a By-Law Respecting Procedures of the Town Council and Town Administration, be read three times at this Council meeting.
CARRIED

BY-LAW NO. A-2.3 – “A BY-LAW TO AMEND BY-LAW NO. A-2, ‘A BY-LAW RESPECTING PROCEDURES OF THE TOWN COUNCIL AND TOWN ADMINISTRATION’” – FIRST READING – SHORT TITLE ONLY

Moved by Councillor MacEachern
Seconded by Councillor MacDonald

- 139/12 THAT By-Law No. A-2.3 – “A By-Law to Amend By-Law No. A-2, ‘A By-Law Respecting Procedures of the Town Council and Town Administration’” – be given First Reading – Short Title Only. **CARRIED**

BY-LAW NO. A-2.3 – “A BY-LAW TO AMEND BY-LAW NO. A-2, ‘A BY-LAW RESPECTING PROCEDURES OF THE TOWN COUNCIL AND TOWN ADMINISTRATION’” – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Booth
Seconded by Councillor Harding

- 140/12 THAT By-Law No. A-2.3 – “A By-Law to Amend By-Law No. A-2, ‘A By-Law Respecting Procedures of the Town Council and Town Administration’” – be given Second Reading – Reading in its Entirety. **CARRIED**

BY-LAW NO. A-2.3 – “A BY-LAW TO AMEND BY-LAW NO. A-2, ‘A BY-LAW RESPECTING PROCEDURES OF THE TOWN COUNCIL AND TOWN ADMINISTRATION’” – THIRD AND FINAL READING – SHORT TITLE ONLY

Moved by Councillor Maxwell
Seconded by Councillor MacEachern

- 141/12 THAT By-Law No. A-2.3 – “A By-Law to Amend By-Law No. A-2, ‘A By-Law Respecting Procedures of the Town Council and Town Administration’” – be given Third and Final Reading – Short Title Only. **CARRIED**

BY-LAW NO. T-1 – A BY-LAW TO REGULATE VEHICULAR TRAFFIC – FIRST READING – SHORT TITLE ONLY

Moved by Councillor Harding
Seconded by Councillor Booth

- 142/12 THAT By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” which will repeal the existing By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” – be given First Reading – Short Title Only. **CARRIED**

BY-LAW NO. Z-1.1 – “A BY-LAW TO AMEND BY-LAW NO. Z-1, BEING THE TOWN OF ST. STEPHEN ZONING BY-LAW” – FIRST READING – SHORT TITLE ONLY

Moved by Councillor Harding
Seconded by Councillor MacDonald

- 143/12 THAT By-Law No. Z-1.1 – “A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law” – be given First Reading – Short Title Only. **CARRIED**

14. NEW BUSINESS

HIGHWAY USAGE PERMIT ADDENDUM – WATERLINE – VALLEY ROAD

Moved by Councillor MacEachern

Seconded by Councillor Booth

144/12 THAT the Council of the Town of St. Stephen authorizes the Mayor and Clerk to sign an Addendum, Permit Number 201203R075000101 to Highway Usage Permit Number 200803R075000101 with the Department of Transportation and Infrastructure for the installation of a waterline across Route 750 to PID (Property Identifier) 01256874 contingent on the following:

- The owner of PID 01256874 shall pay all costs associated with the above-noted Addendum and any future repairs to the Valley Road and the waterline; and,
- The owner of PID 01256874 shall be subject to the Town's Water and Sewer By-Laws. CARRIED

PIZZA DELIGHT LEASE EXTENSION AGREEMENT

Moved by Councillor Maxwell

Seconded by Councillor MacEachern

145/12 THAT the Council of the Town of St. Stephen authorizes the Mayor and Clerk to enter into a four (4) year Lease Extension Agreement with 600633 NB LTD (Pizza Delight) retroactive to January 1, 2012 and expiring December 31, 2015. CARRIED

ROYAL CANADIAN MOUNTED POLICE LEASE AGREEMENT

Moved by Councillor Harding

Seconded by Councillor Maxwell

146/12 THAT the Council of the Town of St. Stephen authorizes the Mayor and Clerk to enter into a five (5) year Lease Agreement with the Royal Canadian Mounted Police (RCMP) retroactive to April 1, 2012 and expiring March 31, 2017. CARRIED

APPROVAL OF EVENT – INTERNATIONAL “HOMECOMING” FESTIVAL

Moved by Councillor Booth

Seconded by Councillor MacEachern

147/12 THAT the Council of the Town of St. Stephen grants permission to International “Homecoming” Festival to hold its festival from Friday, August 3 to Sunday, August 12, 2012 as outlined in its Calendar of Events. CARRIED

APPROVAL OF EVENT – N. B. ANTIQUE AUTO CLUB, PASSAMAQUODDY REGION AND THE ST. STEPHEN AREA CHAMBER OF COMMERCE – “SHOW AND SHINE”

Moved by Councillor MacDonald
Seconded by Councillor Maxwell

- 148/12 **THAT** the Council of the Town of St. Stephen grants permission to the N. B. Antique Auto Club, Passamaquoddy Region and the St. Stephen Area Chamber of Commerce, to play music at its “Show and Shine” event on Sunday, August 5, 2012 from 11:00 a.m. – 3:00 p.m. at the Kent Home Improvement parking lot. **CARRIED**

THE TOWN OF ST. STEPHEN’S GARCELON CIVIC CENTER – CONSTRUCTION COMMITTEE COMPOSITION

Moved by Councillor MacDonald
Seconded by Councillor Harding

- 149/12 **THAT** the Council of the Town of St. Stephen accepts, in addition to the previously appointed Mayor John Quartermain and Councillor Debbie MacDonald, the following as members of the Civic Center Construction Committee: CAO John Ferguson; Project Manager Ed Farren; and Financial Advisor/Project Accountant Frank Godsoe.

AND FURTHER THAT the Civic Center Construction Committee shall keep all members of Council updated on a monthly basis. **CARRIED**

NEW BRUNSWICK ASSOCIATION FOR COMMUNITY LIVING – TRANSITION TO WORK PROGRAM

Moved by Councillor Booth
Seconded by Councillor MacEachern

- 150/12 **THAT** the Council of the Town of St. Stephen approves an unbudgeted grant to the New Brunswick Association for Community Living (NBACL) to cover a two week paid job placement with the Town of St. Stephen, based on minimum wage and applicable benefits, for the student as part of the “Transition to Work” program. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Councillor MacEachern

- Welcomed the bikers at the opening ceremony for Rally in the St. Croix Valley (International Motorcycle Festival).
- Attended the gold medals celebration for Emily Baadsvik and Allyssa Cleaves at the Town Square.

Councillor Harding

- Attended Canada Day events.
- Attended the gold medals celebration, with pride, for Emily Baadsvik and Allyssa Cleaves at the Town Square and wished more people were in attendance.
- As Chair of Police and Fire, met with the Fire Chief and commended the members, both full-time and volunteer, of the Fire Department for the amount of ongoing money they raise through various fundraising projects.
- Met with Sergeant MacKnight with respect to the drug problem and commended the Citizens on Patrol (COPS) for their great assistance, and was also advised that Sergeant MacKnight will arrange for a future presentation to Council on the RCMP SCAN (Safer Communities and Neighbourhoods) project.

Councillor Booth

- Stated that the Charlotte County Museum Board is hopeful on receiving a government grant to assist with operational expenses.
- Stated that the Rally in the St. Croix Valley (International Motorcycle Festival) was a good time even with a small crowd.

Councillor MacDonald

- Stated that the footings for the Civic Center will be placed in the very near future and looks forward to the progress.

Councillor Maxwell

- Attended various Town meetings.
- Attended a Chocolate Fest meeting.
- Attended the gold medals celebration for Emily Baadsvik and Allyssa Cleaves at the Town Square and suggested that similar celebrations in the future should be held later in the day to allow for more people to attend.
- Commended Pat Zwicker, head coach, of the Wrestling Team for his dedication to the sport of wrestling.
- Encouraged Council members to each purchase a ladder rung for \$50.00 in the upcoming annual "bucket sit" Fire Department fundraiser in September.

Mayor Quartermain

- Commended the Fire Department for always providing assistance at various events.
- Stated that Ganong's expansion is a very impressive operation.
- Attended the annual BIA Canada Day breakfast at Pizza Delight.
- Welcomed the public during the Canada Day festivities at the Town Square.
- Attended Rally in the St. Croix Valley (International motorcycle festival) wreath ceremony on the Ferry Point Bridge.
- Thanked all involved with the preparations for Emily Baadsvik's and Allyssa Cleaves' gold medals celebration at the Town Square, and was pleased the Deputy Mayor was available to act as Mayor in his absence.

16. QUESTION PERIOD

Pat Cummins, a resident, stated his concern over observing Town staff trimming bushes in an unsafe manner, and further stated his concern with the number of trucks parked in Town. He was advised that the unsafe manner would be investigated, and also was advised that trucks (tractors) require a permit.

Carl Young, a resident, stated his concern with the number of blue plastic bags (used to wrap newspapers) which blow all over the Town, and was advised it would be looked into.

Doug Hansen, a former Mayor, stated how pleased he was with the length of the Council meetings compared with the length of years ago. He also questioned whether or not any streets would be paved this year and was advised there would be.

17. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Maxwell

Seconded by Councillor Harding

151/12 THAT the meeting adjourn at 8:00 p.m. CARRIED

Mayor

Town Clerk

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
JULY 23, 2012
7:00 P.M. – 9:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
 - (a) Rally in the St. Croix Valley – International Motorcycle Festival (July 1 – July 8, 2012 – Presentation by Bob Hamel, Canadian Chair
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – June 18, 2012
 - (b) Special Council Meeting – June 28, 2012
 - (c) Special Council Meeting – July 11, 2012
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
 - (c) Paid Bills – Conflict of Interest – NB Power
 - Cheque # 010499
 - Cheque # 010533
 - Cheque # 010566
 - Cheque # 003282
 - Cheque # 03295
 - Cheque # 03307
 - (d) Paid Bills – Conflict of Interest – St. Croix Printing and Publishing Company
 - Cheque # 010511
 - Cheque # 010609

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

- (a) Thank you card from Brayden Farrell, Class of 2012, "Irving Randall Todd Scholarship" recipient.

COMMUNICATION FOR ACTION

10. APPROVAL OF COMMITTEE MINUTES

- (a) Committees Meeting – Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Planning, Promotion and Tourism; and Finance and Administration – July 11, 2012
(b) Committee of Council – July 19, 2012

11. STAFF REPORTS

- (a) Treasury Department
(b) Public Works Department
(c) Department of Parks, Recreation and Property Management
(d) Fire Department
(e) Department of By-laws and Building Inspection
(f) Development Office

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

- (a) Emergency: By-Law Respecting Procedures of the Town Council and Town Administration
(b) By-Law No. A-2.3 – "A By-Law to Amend By-Law No. A-2, 'A By-Law Respecting Procedures of the Town Council and Town Administration'" – First Reading – Short Title Only
(c) By-Law No. A-2.3 – "A By-Law to Amend By-Law No. A-2, 'A By-Law Respecting Procedures of the Town Council and Town Administration'" – Second Reading – Reading in its Entirety
(d) By-Law No. A-2.3 – "A By-Law to Amend By-Law No. A-2, 'A By-Law Respecting Procedures of the Town Council and Town Administration'" – Third and Final Reading – Short Title Only
(e) By-Law No. T-1 – A By-Law to Regulate Vehicular Traffic – First Reading – Short Title Only
(f) By-Law No. Z-1.1 – "A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law" – First Reading – Short Title Only

14. NEW BUSINESS

- (a) Highway Usage Permit Addendum – Waterline – Valley Road
- (b) Pizza Delight Lease Extension Agreement
- (c) Royal Canadian Mounted Police Lease Agreement
- (d) Approval of Event – International “Homecoming” Festival
- (e) Approval of Event – N.B. Antique Auto Club, Passamaquoddy Region and the St. Stephen Area Chamber of Commerce – “Show and Shine”
- (f) The Town of St. Stephen’s Garcelon Civic Center – Construction Committee Composition
- (g) New Brunswick Association for Community Living – Transition to Work Program
- (h) Boys & Girls Club of Charlotte County Inc. - Grant

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: August 27, 2012

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 July 31, 2012 be received.

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

	Actual To Date For the Seven Months Ending July 31, 2012	Budget For the Year Ending December 31, 2012	Remaining	Percentage Used
Revenue				
Sale of Service	\$1,062,860	\$2,068,052	\$1,005,192	51%
Other Revenue From Own Service	100,723	136,364	35,641	74%
Total Revenue	<u>1,163,583</u>	<u>2,204,416</u>	<u>1,040,833</u>	53%
Expenditures				
Water Supply	518,738	1,001,446	482,708	52%
Sewerage Collection and Disposal	352,468	638,097	285,629	55%
Fiscal Services	434,867	564,873	130,006	77%
Total Expenditures	<u>1,306,073</u>	<u>2,204,416</u>	<u>898,343</u>	59%
Surplus (Deficit)	<u>(\$142,490)</u>	<u>\$0</u>		

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

PAID BILLS

THAT the paid bills in the amount of \$2,257,172.95 (two million, two hundred and fifty-seven thousand, one hundred and seventy-two dollars and ninety-five cents) be ratified.

Town of St. Stephen
 BNK1 General Bank Account
 From 000000 to 010841

CHEQUE REGISTER

Printed: 14:17, Aug 10/2012

Page: 1

Number	Issued	Recipient	Amount	SC	Status	StatDate
010413	07/07/12 07/07/12*	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AS-PRINCIPAL	24000.00 24000.00	A/P	OUT-STD	
010414	07/07/12 07/07/12	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AS-INTEREST	2126.25 2126.25	A/P	OUT-STD	
010415	07/08/12 07/08/12*	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AQ-PRINCIPAL	8000.00 8000.00	A/P	OUT-STD	
010416	07/08/12 07/08/12	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AQ-INTEREST	672.50 672.50	A/P	OUT-STD	
010417	07/12/12 07/12/12*	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AM-PRINCIPAL	28000.00 28000.00	A/P	OUT-STD	
010418	07/12/12 07/12/12	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AM-INTEREST	805.00 805.00	A/P	OUT-STD	
010419	07/28/12 07/28/12*	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AO-PRINCIPAL	45000.00 45000.00	A/P	OUT-STD	
010420	07/28/12 07/28/12	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AO-INTEREST	2277.50 2277.50	A/P	OUT-STD	
010537	07/01/12 CN000000600 JULY01/12	HERITAGE COURT HOLDINGS LIMITED GG-TOWNHALL-2012 PROPERTY TAXE GG-TOWNHALL-LEASE, SIGN RENTAL	-1130.00 5475.95 4345.95	A/P	OUT-STD	
010584	07/01/12 4096	MAYFIELD GARDENS & LANDSCAPE RC-PARKS-TURF MAINTENANCE CONT	10264.15 10264.15	A/P	OUT-STD	
010585	07/01/12 3779	SHARPE'S LAWN CARE RC-PARKS-PLAYING FIELDS CONTRA	9694.93 9694.93	A/P	OUT-STD	
010620	07/05/12 9473	ACORN CRESTING LTD TS-STS-CLOTHING ALLOWANCE	140.01 140.01	A/P	OUT-STD	
010621	07/05/12 46496919	AIR LIQUIDE CANADA TS-SHOP-CYLINDER GAS	23.47 23.47	A/P	OUT-STD	
010622	07/05/12 173271	ARMSTRONG'S COMMUNICATION LTD. RC-CHOC PARK-ALARM SYSTEM MONI	94.92 94.92	A/P	OUT-STD	

Town of St. Stephen
BNK1 General Bank Account
 From 000000 to 010841

CHEQUE REGISTER

Printed: 14:17, Aug 10/2012

Page: 2

Number	Issued	Recipient	Amount	SC	Status	StatDate
010623	07/05/12 348130	BRAEMAR PEST CONTROL SERVICES GG-OLD TOWN HALL-PEST CONTROL	35.93			
			35.93	A/P	OUT-STD	
010624	07/05/12 26	BROCKWAY'S CLEANING SERVICE PS-RCMP-JANITORIAL SERVICE-MAY	1083.31			
			1083.31	A/P	OUT-STD	
010627	07/05/12	CANADIAN TIRE				
	N14003191	RC-PARKS-SUPPLIES	11.29			
	N14003196	RC-PARKS-GLOVES	15.02			
	N14003405	RC-MILLPOOL-TAPE, SPRAY PAINT	27.53			
	N14003411	RC-MILLPOOL-SOLVEX GLOVES	13.53			
	N14003414	RC-FIELDS-SOCCER NETS	33.83			
	N14085813	RC-PARKS-WORK GLOVES	22.58			
	N14085815	PS-FIRE-ADJWRCH SET	31.64			
	N14085819	RC-TOURISTBUREAU-ROOF TAR	135.58			
	N14085827	RC-TOURISTBUREAU-SCRAPER	5.86			
	N14085834	RC-PARKS-REG CUT KEY	5.63			
	N14085918	TS-WHARF-DR CHAIN SB, CHAIN PS	21.04			
	N14085921	RC-PARKS-ROPE POLY BR 3/	6.18			
	N14085925	TS-#438-CC 8OZ FLASH, ROCKRGRD	219.73			
	N14085931	PS-FIRE-STA-BIL, TIEDOWNS, ROY	59.84			
	N14085940	TS-ST5-5" GARAGE PULL, HINGES,	18.05			
	N14085941	RC-MILLPOOL-SUMP PUMPS	276.83			
	N14085950	TS-SHOP-2PK-4" TRIM RLR, TRIMR	21.98			
	N14085956	RC-PARKS-RAIN COAT AND BLADES	100.55			
	N14085960	TS-ST5-15X20 VALUE	23.72			
	N14085965	TS-SHOP-3OZ ROSIN CORE	8.92			
	N14085966	RC-PARKS-GLOVES, GRBG BAGS	13.54			
	N14085969	TS-SHOP-AC RUST FLAT BL	10.16			
	N14085981	RC-PARKS-PLUGS	8.46			
	N14085982	RC-PARKS-SPORTLOTNSPF50, 30	86.94			
	N14085983	RC-PARKS-1.25"X10PD RTCH	22.60			
	N14085984	RC-PARKS-BATTERIES	13.32			
	N14085989	RC-PARKS-CLOTHSLN CTN, CUT KEY	15.54			
	N14417131	RC-HORT-FISK PWL BYLPR	45.19			
	N14417134	RC-HORT-GARDEN HOSE, SPIKES	149.15			
	N14417549	TS-SHOP-SUPPLIES	7.38			
	N14417550	TS-SHOP-LADDER	50.84			
	N14417555	TS-SHOP-21PC SOCKET SET	18.08			
	N14417838	RC-PARKS-REG CUT KEY	2.81			
			1503.34	A/P	OUT-STD	
010628	07/05/12	CANADIAN SPRINGS				

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	9906111498	GG-TOWN HALL-WATER	25.33			
010629	07/05/12	CHARLOTTE COUNTY JANITORIAL	25.33	A/P	OUT-STD	
	2133	PS-FIRE-JANITORIAL-MAY	169.50			
010630	07/05/12	DUFOUR CEDAR PRODUCTS	169.50	A/P	OUT-STD	
	0182	RC-PARKS-FENCE MATERIAL	2247.57			
010631	07/05/12	EAST COAST INTERNATIONAL TRUCKS	2247.57	A/P	OUT-STD	
	3-213130015	TS-ST5-HI CAB BRACKET ASSY	-282.74			
	3-213320018	TS-#5 & #7-ORANGE BLADE GUIDE	63.10			
	3-213460045	TS-#30-MODEL 60, GROMMET, OVAL	36.68			
	3-221360015	TS-#7-INJECTORS, O-RINGS	969.61			
010632	07/05/12	EAST COAST AIR	786.65	A/P	OUT-STD	
	467	RC-LIBRARY-HEAT PUMP SERVICE	131.08			
010637	07/05/12	KENT BUILDING SUPPLIES	131.08	A/P	OUT-STD	
	10032484	TS-PARKS-KEYS	-31.40			
	10032917	TS-SHOP-U-BOLTS	-30.15			
	396066	RC-HORT-SHAKENFEED REFILL, ANG	124.98			
	398010	PS-FIRE-POWER BAR	13.65			
	398898	RC-PARKS-GLOVES	8.38			
	399051	RC-PARKS-PAINT & SUPPLIES	410.33			
	399128	RC-PARKS-KEYS	31.40			
	399152	RC-PARKS-KEYS	31.40			
	399272	RC-PARKS-#75MM FLAT PLASTIC H	8.40			
	399497	RC-PARKS-LUMBER	50.29			
	399513	RC-PARKS-DECK SCREWS	14.70			
	399551	RC-PARKS-DRYWALL HAND SANDER,	79.27			
	399611	RC-PARKS-ANG SOFTOUCH HNDL, MI	38.33			
	399809	RC-PARKS-SIGNATURE ALUM, AUTOL	19.93			
	399831	RC-PARKS-RAKE	18.90			
	399888	RC-PARKS-KEY/BRASS BLANK	2.62			
	400276	RC-PARKS-ANG SOFTOUCH HNDL, PA	26.78			
	400301	RC-PARKS-KEYRINGS, KEYTAGS	8.16			
	400367	RC-PARKS-KEY/BRASS BLANK	68.05			
	400592	RC-PARKS-LUMBER	260.78			
	400624	RC-PARKS-SAFETY GLASSES	40.95			
	400811	RC-PARKS-BLADE/4X6 TPI BIMETAL	5.14			
	400875	RC-PARKS-LUMBER	13.96			
	400904	RC-PARKS-NAILER KIT, NAILS	152.37			

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	401139	PS-FIRE-OSB 7/16"X4X8 #1, FLUO	126.45			
	401655	RC-PARKS-DECK SCREWS	14.70			
	403096	RC-PARKS-STRAPPING, LUMBER	23.40			
	403485	RC-PARKS-SCRW/DECK	14.70			
	403810	RC-PARKS-KEYS, GLOVES	17.31			
	404031	RC-PARKS-LUMBER	9.29			
	404037	RC-PARKS-SICO FLR LTX, FLAT PL	80.33			
	404039	RC-PARKS-SCRW/DECK	14.70			
	404509	RC-PARKS-PAINT	44.13			
	404817	RC-PARKS-LUMBER	205.14			
	404829	RC-PARKS-NUT/HEX, WASHERS, BOL	63.87			
	405215	RC-PARKS-LUMBER	94.16			
	406099	RC-HORT-PERENNIALS	13.85			
	408554	RC-PARKS-LAYOUT/SET W/CHLK/LEV	10.50			
	408612	RC-PARKS-U-BOLTS	30.15			
	408614	RC-PARKS-U-BOLTS	12.57			
	408916	RC-PARKS-KEY/BRASS BLANK	5.23			
	409283	RC-PARKS-BIT/SPLIT POINT 7/16	22.06			
	409446	RC-PARKS-BULB/FLOUR, HOOKS	88.39			
	410011	TS-SHOP-PICKSEED TURF	27.84			
	411607	TS-AIRPORT-PLYWOOD	28.77			
	411707	RC-PARKS-MOWER	542.39			
	411964	TS-ST5-PICKSEED TUFF TURF	29.93			
	412930	TS-AIRPORT-LUMBER	10.49			
	412966	RC-PARKS-KEYS MADE	15.71			
	413535	RC-PARKS-LED 6V LANTERN	15.75			
	413671	RC-PARKS-LUMBER, DROP CLOTH	51.16			
	413905	RC-PARKS-MOP, DOORSTOP, SCREWS	55.40			
			3035.59	A/P	OUT-STD	
010638	07/05/12	KONICA MINOLTA BUSINESS SOLUTIONS (
	CONIN01935722	GG-TOWN HALL-COPIER CHARGES	121.45			
			121.45	A/P	OUT-STD	
010639	07/05/12	LIFESAVING SOCIETY - NB Branch				
	2012-573	RC-MILLPOOL-PROV.INSTRUCT.TRAI	30.00			
			30.00	A/P	OUT-STD	
010640	07/05/12	MARITIME COFFEE SERVICE				
	IN00143656	PS-FIRE-KITCHEN SUPPLIES	121.00			
			121.00	A/P	OUT-STD	
010641	07/05/12	SHANNON MICHAEL				
	WEEK27/12	PS-ANMLCNTRL-WKLY FEE	167.69			
	WEEK27/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			365.44	A/P	OUT-STD	

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010642	07/12/12 IN47208	ANNEX PUBLISHING BOOK DIVISION PS-FIRE-INSTRUCTIONAL DVD'S	873.15 873.15			
				A/P	OUT-STD	
010643	07/12/12 2529-110721	APPLE AUTO GLASS RC-KIOSK-2 SCREENS	68.88 68.88			
				A/P	OUT-STD	
010645	07/12/12 8952-44312	CARQUEST TS-SHOP-ROUGH SERVICE BULBS	19.53 19.53			
				A/P	OUT-STD	
010646	07/12/12 18555	CONNORS DIVING SERVICES PS-FIRE-TEST BREATHING AIR COM	983.55 983.55			
				A/P	OUT-STD	
010647	07/12/12 96869 96870	DILLON CONSULTING LIMITED GG-DEVOFFICE-APP FORMS, BROCHU GG-DEVOFFICE-PHASE 1000 PLANNI	1204.53 667.56 1872.09			
				A/P	OUT-STD	
010649	07/12/12 JUNE21/12 JUNE26/12	DOW JENNIFER RC-HORT-TOPSOIL, COMPOST RC-HORT-TOP SOIL	33.11 46.79 79.90			
				A/P	OUT-STD	
010650	07/12/12 470	EAST COAST AIR PS-RCMP-HEAT PUMP SERVICING	228.98 228.98			
				A/P	OUT-STD	
010651	07/12/12 JUNE WORKSHOP	FUNDY FIRE FIGHTER ASSOCIATION PS-FIRE-POINT LEPREAU WORKSHOP	175.00 175.00			
				A/P	OUT-STD	
010652	07/12/12 12-076	FUNDY BUILDING INSPECTION & DRAFTIN PS-BUILDINSPECT-FEE, MILEAGE	1036.78 1036.78			
				A/P	OUT-STD	
010653	07/12/12 349826	IRVING ENERGY DISTRIBUTION AND MARK TS-ST5-DIESEL	1685.84 1685.84			
				A/P	OUT-STD	
010654	07/12/12 31503	L.E.WHITTAKER CO., LTD. PS-FIRE-EXTINGUISHER TESTING	386.01 386.01			
				A/P	OUT-STD	
010655	07/12/12 0064591 0064974	LAROCHELLE EQUIPMENT INC. TS-#5-SUPP. TOURNIQUET ASSY TS-#5-17" SPINNER DEFLECTOR	219.36 198.54 417.90			
				A/P	OUT-STD	
010656	07/12/12 0612001	Margaret Beaulieu TS-ST5-LAWN REPAIR FROM PLOW	125.00 125.00			
				A/P	OUT-STD	

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010657	07/12/12 123862	MEGA-LAB MANUFACTURING CO. LTD. TS-ST5-CARTRIDGE SYSTEM	235.04 235.04	A/P	OUT-STD	
010658	07/12/12 NB-00800956 NS-00800977	MICMAC FIRE & SAFETY SOURCE PS-FIRE-HOOLIGAN TOOLS, SEAT B PS-FIRE-SMOKE FLUID	572.16 315.95 888.11	A/P	OUT-STD	
010660	07/12/12 MAY1/12	N. B. P. A. GUIDE PS-FIRE-ANNUAL CRIME PREVENTIO	125.00 125.00	A/P	OUT-STD	
010661	07/12/12 22774	ORCHARD'S PAINT & PAPER LTD. TS-ST5-STREET PAINT	2361.07 2361.07	A/P	OUT-STD	
010662	07/12/12 541 542 544 554 562	ORR ELECTRIC & ALARM LTD. RC-TOURISTBUREAU-HEATERS DISCO TS-ST5-STREET LIGHTS REPAIR TS-ST5-TRAFFIC LIGHTS GUARDS RC-BANDSTAND-CHG PHOTO CONTROL RC-BANDSTAND-CHANGED 2 LIGHTS	73.99 353.13 177.98 541.77 740.42 1887.29	A/P	OUT-STD	
010663	07/12/12 WEEK28/12	PAYROLL TRANSFER GG-TRANSFER-JUNE 29 - JUL 12	62478.00 62478.00	A/P	OUT-STD	
010664	07/12/12 1647540	PRINCESS AUTO TS-#17-BLOCK PIVOTS, JACK A-FR	90.26 90.26	A/P	OUT-STD	
010665	07/12/12 PAY14/12	RECEIVER GENERAL FOR CANADA GG-REMITTANCE-JUN 29 - JUL 12	28270.38 28270.38	A/P	OUT-STD	
010667	07/12/12 JUNE4/12	RICHARD PIERCE LTD. RC-CHOC PARK-BACKFLOW TESTING	56.50 56.50	A/P	OUT-STD	
010668	07/12/12 25958 25963	ROGER'S STOVE SHOP RC-MILLPOOL-BOXER GLUE RC-MILL POOL-POOL CHEMICALS	16.93 11.28 28.21	A/P	OUT-STD	
010669	07/12/12 JUNE/12 WEEK28/12 WEEK28/12*	SHANNON MICHAEL PS-ANMLCNTRL-KENNEL FEE PS-ANMLCNTRL-WEEKLY FEE PS-ANMLCNTRL-WKLY VEH ALLOW	339.00 167.69 197.75 704.44	A/P	OUT-STD	
010670	07/12/12	SOURCE ONE SUPPLIES				

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	25033	RC-LIBRARY-BOWL GENIE, PPR TOW	88.55			
	25096	PS-FIRE-BATH TISSUE, PPR TOWEL	300.90			
	25099	RC-PARKS-GARBAGE BAGS	25.89			
			415.34	A/P	OUT-STD	
010671	07/12/12	SOURCE ATLANTIC				
	1342073	TS-SHOP-BROOM HANDLE, CURB BRO	55.19			
	1347867	TS-ST5-SHOVELS	162.26			
			217.45	A/P	OUT-STD	
010674	07/12/12	WORLDLYNX				
	13048IN13662	PS-BYLAWS-USB CHARGER	56.49			
			56.49	A/P	OUT-STD	
010675	07/12/12	ZEE MEDICAL CANADA, INC.				
	0160073938	TS-SHOP-FIRST AID SUPPLIES	54.80			
	0160073939	PS-FIRE-FIRST AID SUPPLIES	404.06			
			458.86	A/P	OUT-STD	
010676	07/12/12	THE MINISTER OF FINANCE				
	SGM-4752	GG-TOWN-POLICING - 2 QUARTER	313500.00			
			313500.00	A/P	OUT-STD	
010677	07/12/12	MINISTER OF FINANCE				
	11368891JUN12	GG-TOWNHALL-TELEPHONES	1313.62			
	11378668JUN12	PS/TS-199UNIONST-TELEPHONES	363.92			
	11395944JUN12	TS/PS-199UNIONST-TELEPHONES	855.61			
	15772965JUN12	RC-REC/POOLS-TELEPHONES	351.63			
	46435731JUN12	RC-PARKS-CHOC PARK CAMERAS	58.70			
			2943.48	A/P	OUT-STD	
010678	07/13/12	BORDER AREA COMMUNITY ARENA				
	3RD QUART CAP	GG-3RDQUART-CAPITAL GRANT	10000.00			
	3RD QUART OPS	GG-3RDQUART-OPERATIONAL GRANT	7500.00			
			17500.00	A/P	OUT-STD	
010679	07/13/12	DISHER HOMES LTD. AND				
	2012 DEV GRANT	GG-CIVIC-2012 DEVELOP GRANT	12355.00			
	HOUSING POLICY	GG-CIVIC-HOUSING INCENTIVE	27500.00			
			39855.00	A/P	OUT-STD	
010680	07/13/12	ST. CROIX PUBLIC LIBRARY				
	3RD QUAR GRANT	GG-3RDQUARTGRANTS-OPERATIONAL	5385.50			
			5385.50	A/P	OUT-STD	
010681	07/13/12	ST. STEPHEN DEVELOPEMENT BOARD				
	3RD QUAR GRANT	GG-34DQUARGRANT-OPERATIONAL	35250.00			
			35250.00	A/P	OUT-STD	
010682	07/17/12	ACORN CRESTING LTD				
	10060	TS-ST5-CLOTHING ALLOWANCE	188.19			
			188.19	A/P	OUT-STD	

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010683	07/17/12 IN47345	ANNEX PUBLISHING BOOK DIVISION PS-FIRE-ELEVATOR RESCUE DVD	271.20 271.20			
				A/P	OUT-STD	
010684	07/17/12 4539756001	BARNES DISTRIBUTION TS-SHOP-LOCK NUTS, CAPSCREWS	185.27 185.27			
				A/P	OUT-STD	
010685	07/17/12 2000092881	CANADIAN PACIFIC RAILWAY COMPANY TS-STP-PRIVATE ROAD CROSSINGS	12.43 12.43			
				A/P	OUT-STD	
010686	07/17/12 9906150558	CANADIAN SPRINGS PS-RCMP-WATER	47.25 47.25			
				A/P	OUT-STD	
010687	07/17/12 17781	CHARLOTTE COUNTY REFRIGERATION LTD. RC-MILLPOOL-POOL HEATER REPAIR	439.80 439.80			
				A/P	OUT-STD	
010688	07/17/12 IN66599	CNH CAPITAL T4112 TS-#16-DAMPER	259.20 259.20			
				A/P	OUT-STD	
010689	07/17/12 107929	CONTROLS & EQUIPMENT LTD. PS-FIRE-BUILDING SERVICE AGREE	731.67 731.67			
				A/P	OUT-STD	
010690	07/17/12 338859	DAVIS FUELS LTD. TS-SHOP-ULTRAPLEX EP2 TUBES	94.92 94.92			
				A/P	OUT-STD	
010691	07/17/12 476	EAST COAST AIR RC-TOURISTBUREAU-HRV REPAIR	941.91 941.91			
				A/P	OUT-STD	
010692	07/17/12 9189	FOUR SEASONS SPORTS LTD. TS-STP-LINE PAINTING	6284.51 6284.51			
				A/P	OUT-STD	
010693	07/17/12 JULY/12	GREAT-WEST LIFE ASSURANCE COMPANY GG-PREMIUMS-JUL 24-AUG 23-DIV1	1662.35 1662.35			
				A/P	OUT-STD	
010694	07/17/12 JULY9/12	HEATHER DONAHUE RC-COMMUNINBLOOM-PAINT, BRUSHE	34.55 34.55			
				A/P	OUT-STD	
010695	07/17/12 JULY06/12*	RICHARDSON JEFF PS-FIRE-CANADA DAY SUPPLIES	71.58 71.58			
				A/P	OUT-STD	
010696	07/17/12 18988703JUL12 19051703JUL12	SERVICE NEW BRUNSWICK TS/PS-199UNIONST-ELECTRICITY TS-AIRPORT-ELECTRICITY	1073.06 157.49			

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	19051801JUL12	TS-AIRPORT-ELECTRICITY	40.97			
	216030308JUL12	TS-ST5-AREA LIGHTS	11631.51			
	55471834JUL12*	TS/PS-220UNIONST-ELECTRICITY	78.21			
	71315207JUL12	PS-RCMP-ELECTRICITY	731.27			
	83278804JUL12	TS-ST5-PARKS SHED	26.24			
			13738.75	A/P	OUT-STD	
010697	07/17/12	SERVICE NEW BRUNSWICK				
	06336721JUN30	TS-AIRPORT-TELEPHONES	129.17			
			129.17	A/P	OUT-STD	
010698	07/17/12	GREAT-WEST LIFE ASSURANCE COMPANY				
	JULY/12*	GG-PREMIUMS-JUL 24-AUG 23-DIV2	1235.33			
			1235.33	A/P	OUT-STD	
010699	07/17/12	SHANNON MICHAEL				
	WEEK29/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK29/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			365.44	A/P	OUT-STD	
010700	07/23/12	CHOCOLATE FEST INC.				
	2012 GRANT	GG-CIVIC-2012 GRANT	1500.00			
			1500.00	A/P	OUT-STD	
010701	07/23/12	COOKE WALTER				
	JULY11/12	PS-FIRE-BOATING SAFETY COURSE	56.44			
			56.44	A/P	OUT-STD	
010702	07/23/12	FUNDY BUILDING INSPECTION & DRAFTIN				
	12-088	PS-BUILDINSPECT-FEE	1759.98			
			1759.98	A/P	OUT-STD	
010703	07/23/12	GANONG BROS. LIMITED				
	9000027	GG-CIVIC-CANADA GAMES GOLD WIN	203.40			
			203.40	A/P	OUT-STD	
010704	07/23/12	GULLISON'S COURIER SERVICE				
	534823	GG-TREASURY-TO MARYSVILLE PLAC	22.60			
	534840	GG-TREASURY-REPLACEMENT CHEQUE	28.25			
			50.85	A/P	OUT-STD	
010705	07/23/12	INTERNATIONAL "HOMECOMING" FESTIVAL				
	2012 GRANT	GG-CIVIC-2012 GRANT	1000.00			
			1000.00	A/P	OUT-STD	
010706	07/23/12	IRVING ENERGY DISTRIBUTION AND MARK				
	637517	TS-ST5-DIESEL	2150.49			
	742562	TS-ST5-GAS	5286.21			
			7436.70	A/P	OUT-STD	
010707	07/23/12	KEITH'S BUILDING SUPPLIES				
	112969	TS-ST5-ROPE	62.15			
	113130	TS-ST5-TAPE CAUTION	25.73			

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	113221	RC-COVE FENCE-REPAIR SUPPLIES	337.35			
	113230	RC-COVE FENCE-EPOXY CONCRETE A	230.45			
	113238	RC-COVENCE-EPOXY CONCRETE	-115.23			
	113262	RC-COVENCE-DRILL BITS	-12.43			
	113284	TS-SHOP-QUICK CHANGE CHUCK, DR	24.84			
	113317	TS-AIRPORT-FLOWER BOX NAILS	11.81			
	113484	RC-PARKS-BUNGEE CORD, NUT DRIV	20.65			
	113510	TS-AIRPORT-CHAIN 1/4" PRF COIL	16.23			
	113731	TS-SHOP-CLAMP GEARS	4.47			
	113790	RC-PARKS-CHAIN, HEX M/S NUTS	41.09			
			647.11	A/P	OUT-STD	
010710	07/23/12	KENT BUILDING SUPPLIES				
	417376	RC-DIR PR/PM-HARD HAT	84.05			
	418167	RC-PARKS-ROLLERS, HNDLS, TRAYS	110.82			
	420894	RC-PARKS-SCREWS, DECKING, PLYW	155.39			
	420895	RC-PARKS-SLIDING, PLASTIC HNDL	11.55			
	421480	RC-PARKS-LUMBER, FABRIC BRWN M	61.65			
	421820	RC-PARKS-PAINT, TRAY, STAIN BR	63.47			
	422025	RC-PARKS-PAINT BRUSH	38.82			
	422063	RC- COVE FENCE-CAPS	4.10			
	422494	RC-PARKS-CONDUIT	12.60			
	423184	RC-PARKS-LUMBER	13.12			
	425248	RC-PARKS-SCREWS, IRON/CRNR, PL	481.63			
	425463	RC-PARKS-GLOVES	19.48			
	425506	RC-PARKS-LUMBER	13.24			
	426320	TS-STG-GRASS SEED	55.69			
	426395	RC-PARKS-CORD/GARDEN	28.24			
	426407	RC-PARKS-GRASS SEED	16.80			
	426901	RC-PARKS-CORNER BRACE	5.02			
	426959	RC-PARKS-MR. CLEAN, WINDOW CLE	54.60			
	428687	RC-PARKS-HACKSAW, FILE, CHISEL	55.12			
	429072	RC-PARKS-PLYWOOD, SPRAY PAINT	77.66			
	429074	RC-PARKS-PAINT ROLLER	13.65			
	429267	RC-PARKS-AEROSOL, ELMERS WOODF	23.62			
	430095	RC-HORT-LIQUAFEEED, WEED B-GONE	72.56			
	430707	RC-PARKS-KEYS	5.23			
	430978	TS-STG-PLYWOOD, SPRAY PAINT	37.73			
			1515.84	A/P	OUT-STD	
010711	07/23/12	KONICA MINOLTA BUSINESS SOLUTIONS (
	CONIN01961046	GG-TOWN HALL-COPIER CHARGES	99.89			
	SVCINV00160986	GG-TOWN HALL-COPIER TONER	9.04			
			108.93	A/P	OUT-STD	

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010712	07/23/12 4302172	KONICA MINOLTA GG-TOWN HALL COPIER-LEASE JULY	122.55 122.55	A/P	OUT-STD	
010713	07/23/12 JULY13/12	LEAH NIXON RC-MILLPOOLSTAFF-SUNSCREEN	38.60 38.60	A/P	OUT-STD	
010714	07/23/12 2012-614 2012-645	LIFESAVING SOCIETY - NB Branch RC-MILLPOOL-CPR AWARD RC-MILLPOOL-WORKPLACE STANDARD	7.00 105.00 112.00	A/P	OUT-STD	
010715	07/23/12 4140	MAYFIELD GARDENS & LANDSCAPE RC-SSHS FIELD-TOPSOIL	847.50 847.50	A/P	OUT-STD	
010716	07/23/12 AUGUST/12 AUGUST/12*	MEDAVIE BLUE CROSS GG-HEALTH&DENTALPREMIUMS-AUG TS/PS/RC-HEALTH&DENTAL-AUGUST	4591.28 7011.18 11602.46	A/P	OUT-STD	
010717	07/23/12 NB-00801519	MICMAC FIRE & SAFETY SOURCE PS-FIRE-FLAT HEAD AXES, GRIPPE	396.63 396.63	A/P	OUT-STD	
010718	07/23/12 SWIM REFUNDS	NICOLE GIDDENS RC-MILLPOOL-SWIM REFUNDS	51.00 51.00	A/P	OUT-STD	
010719	07/23/12 22752	ORCHARD'S PAINT & PAPER LTD. RC-FOUNTAIN-PAINT SUPPLIES	77.87 77.87	A/P	OUT-STD	
010720	07/23/12 IN-4120435	ORKIN CANADA CORPORATION PS-FIRE-PEST CONTROL	96.62 96.62	A/P	OUT-STD	
010721	07/23/12 555 559 572 579 602 603	ORR ELECTRIC & ALARM LTD. RC-MILLPOOL-TRBL SHOT PHONE LI TS-ST5-SUPERSTORE TRAFFIC LIGH RC-ELM PARK-REPAIR POST LIGHTS RC-LIBRARY-STRAPPED WIRES TO B RC-PARKS-SPLASH PAD REPAIRS RC-RALLY/ VALLEY-TEMP LINES	73.45 131.00 1342.25 79.82 73.45 689.85 2389.82	A/P	OUT-STD	
010722	07/23/12 32165859-00	PARTS FOR TRUCKS INC. TS-SHOP-CONSPICUITY TAPE	79.04 79.04	A/P	OUT-STD	
010723	07/23/12 JUNE01/12	PETTY CASH GG-TREAS-XPRESS POST LETTER	12.64			

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	JUNE04/12	PS-BYLAW-REGISTERED LETTERS	40.05			
	JUNE25/12	GG-TOWNHALL-KITCHEN SUPPLIES	41.66			
	JUNE27/12	TS-ST5-VEH REPLACEMENT PLATES	25.00			
			119.35	A/P	OUT-STD	
010724	07/23/12	RICHARDSON JEFF				
	JULY12/12	PS-FIRE-MILEAGE, SUPPER MEETIN	187.78			
	JUNE16/12	PS-FIRE-TRAINING	239.00			
			426.78	A/P	OUT-STD	
010725	07/23/12	SOURCE ONE SUPPLIES				
	25041	RC-MILLPOOL-BOWL GENIE, BATH T	350.94			
	25164	PS-FIRE-COLD DRINK CUP	173.97			
			524.91	A/P	OUT-STD	
010726	07/23/12	SOURCE ATLANTIC				
	1357721	TS-ST5-CLOTHING ALLOWANCE	100.50			
	1357723	TS-ST5-CLOHTING ALLOWANCE	180.80			
	1362828	TS-ST5-SAFETY HAT, ORG T-SHIRT	81.54			
	1362839	TS-ST5-PART KIT FOR STRONGMAN	158.20			
			521.04	A/P	OUT-STD	
010727	07/23/12	SOUTH WEST SOLID WASTE COMMISSION				
	JUNE30/12	GG-TOWN-GARBAGE COLLECTION	8686.50			
			8686.50	A/P	OUT-STD	
010728	07/23/12	SOUTHERN SANITATION LTD.				
	14021	GG-TOWN-GARBAGE COLLECTION	8642.59			
	14245	TS-AIRPORT-GARBAGE COLLECTION	30.51			
	14458	TS/RC-SHOP/ARENA-GRBG COLLECTI	475.96			
	14460	TS/RC-SHOP/ARENA-GRBG COLLECTI	475.96			
			9625.02	A/P	OUT-STD	
010729	07/23/12	ST. CROIX PRINTING & PUBLISHING COM				
	077714	GG-TOWN-ATLANTIC COASTGUIDE	333.35			
	077766	GG-TOWN-CONGRATS GRADUATES	146.90			
	077783	GG-CIVIC-SPECIAL COUNCIL MEETI	71.19			
	077818	PS-FIRE-CANADA DAY	67.80			
	077831	GG-TOWN-CANADA DAY	67.80			
	077854	PS-FIRE-CANADA DAY	44.07			
	077867	GG-TOWN-CANADA DAY	44.07			
	16584	PS-FIRE-FIRE REPORTS	110.76			
			885.94	A/P	OUT-STD	
010731	07/23/12	STATIONERY PLUS				
	303297	RC-PARKS-POSTER BRD, PENS, TAP	36.87			
	303330	GG-TOWN-PAPER, FILE FOLDERS	107.97			
	303383	GG-TOWN HALL-STORAGE BOXES	23.66			
	303527	PS-FIRE-BULLETIN BOARD	18.06			

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	303554	TS-ST5-INDEX COL.CODE, NOTES S	77.33			
	303586	RC-COMM IN BLOOM-COLOUR COPY	113.00			
	303710	GG-TOWN-DESK TRAY, BINDING CSE	33.14			
	303785	PS-FIRE-BINDERS	46.01			
	303831	RC-REC-PAPER/FOLDBACK CLIPS	2.98			
	303849	GG-TOWN-TONER, REINFORCEMENTS	254.22			
	303967	RC-PARKS-DESK PAD CALENDAR	12.42			
	303997	PS-FIRE-PUNCH 1 HOLE	3.67			
	304109	PS-BUILD INSPECT-MOUSE	39.49			
	304230	GG-TOWN-PAPER, FILE FOLDERS, L	220.60			
	304244	TS-ST5-INK CARTRIDGES	29.80			
			1019.22	A/P	OUT-STD	
010732	07/23/12	TELUS				
	21856412JUN12	GG/RC/PS/ST5/TS-CELL PHONES	538.97			
	21856412JUNCRE	GG-CELLPHONES-ACCT LEVEL TAXES	-0.01			
			538.96	A/P	OUT-STD	
010733	07/23/12	WURTH CANADA LIMITED				
	20890876	TS-SHOP-WURTH FILM, ROLL PIN B	559.25			
			559.25	A/P	OUT-STD	
010734	07/25/12	ACORN CRESTING LTD				
	9797	RC-MILLPOOL-GUARD UNIFORMS	53.11			
			53.11	A/P	OUT-STD	
010735	07/25/12	A TO Z RENTAL CENTRE LTD.				
	01-397408-04	TS-ST5-LINE PAINT SPRAYER PART	1016.27			
			1016.27	A/P	OUT-STD	
010736	07/25/12	BAYVIEW TRUCKS AND EQUIPMENT LTD.				
	SI11551	TS-#5-STROBE	238.25			
	SI11609	TS-#5-LAMPS, LINCH PINS	-112.10			
	SI11696	TS-#20-BAND-WHEEL SPA	143.98			
			270.13	A/P	OUT-STD	
010763	07/26/12	BRAEMAR PEST CONTROL SERVICES				
	350371	GG-OLD TOWN HALL-PEST CONTROL	37.37			
			37.37	A/P	OUT-STD	
010764	07/26/12	BRIGGS PLUMBING INC.				
	105182	PS-FIRE-BOOSTER PUMP REPAIR	85.76			
			85.76	A/P	OUT-STD	
010765	07/26/12	BROCKWAY'S CLEANING SERVICE				
	38	PS-RCMP-JUNE JANITORIAL SERVIC	960.50			
			960.50	A/P	OUT-STD	
010766	07/26/12	BRUNSWICK NEWS INC				
	1199442	GG-CIVIC-RALLY IN THE VALLEY	308.49			
	1200904	PS-FIRE-CANADA DAY	317.86			
			626.35	A/P	OUT-STD	

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010767	07/26/12 9906360502	CANADIAN SPRINGS GG-TOWN HALL-WATER	32.08 32.08			
				A/P	OUT-STD	
010768	07/26/12 2012 GRANT	CHARLOTTE COUNTY BOYS & GIRLS CLUB GG-CIVIC-2012 GRANT	1000.00 1000.00			
				A/P	OUT-STD	
010769	07/26/12 17784	CHARLOTTE COUNTY REFRIGERATION LTD. RC-MILLPOOL-COMPRESSOR REPAIRS	466.97 466.97			
				A/P	OUT-STD	
010770	07/26/12 2162	CHARLOTTE COUNTY JANITORIAL PS-FIRE-JANITORIAL-JUNE	169.50 169.50			
				A/P	OUT-STD	
010771	07/26/12 2-1613101 2-1614563	COX ELECTRONICS & COMMUNICATIONS RC-ASSTRECDIR-FREEZING ON WEB PS-FIRE-MOBILE MAINT. APR-JUN	79.04 1444.14 1523.18			
				A/P	OUT-STD	
010772	07/26/12 1422 1438 1439	DEMPSEY'S PLUMBING & HEATING RC-TOURIST BUREAU-FLUSH BLOCKA RC-SPLASHPAD-FIXED CONTROL CAR RC-MILLPOOL-SHOWER REPAIR	124.30 271.19 248.60 644.09			
				A/P	OUT-STD	
010773	07/26/12 IN-5225	EASTERN FENCE LIMITED TS-AIRPORT-REPAIRS TO FENCE	6689.60 6689.60			
				A/P	OUT-STD	
010774	07/26/12 1064	ENTERPRISE CHARLOTTE GG-TOWN-OPS-JUL-SEP	1204.25 1204.25			
				A/P	OUT-STD	
010775	07/26/12 669244	FERO WASTE & RECYCLING INC. GG-TOWN-GARBAGE COLLECTION	5620.00 5620.00			
				A/P	OUT-STD	
010776	07/26/12 1204	FIRE TRAINING ASSOCIATES LTD. PS-FIRE-AUTO EXTRICATION COURS	2819.35 2819.35			
				A/P	OUT-STD	
010777	07/26/12 279 280	FRANK G GODSOE CHARTERED ACCOUNTANT GG-TREAS-UTILITY STATEMENT REC GG-TOWN HALL-ADMIN SUPPORT	1130.00 158.20 1288.20			
				A/P	OUT-STD	
010778	07/26/12 2012-648	LIFESAVING SOCIETY - NB Branch RC-PARKS-FIRST AID MANUALS	209.00 209.00			
				A/P	OUT-STD	
010779	07/26/12 IN00149181	MARITIME COFFEE SERVICE PS-FIRE-KITCHEN SUPPLIES	60.50 60.50			
				A/P	OUT-STD	

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010780	07/26/12	MAYFIELD GARDENS & LANDSCAPE				
	4185	RC-HORT-SPECIALTY PLANTS, ANNU	6462.08			
	4203	RC-HORT-MULCH	316.40			
			6778.48	A/P	OUT-STD	
010781	07/26/12	PAYROLL TRANSFER				
	WEEK30/12	GG-TRANSFER-JUL 13-JUL 26	63824.00			
			63824.00	A/P	OUT-STD	
010782	07/26/12	RECEIVER GENERAL FOR CANADA				
	PAY15/12	GG-REMITTANCE-JUL 13-JUL 26	27375.59			
			27375.59	A/P	OUT-STD	
010783	07/26/12	RICHARDSON JEFF				
	JULY18/12	PS-FIRE-EARLY MORNING FIRE MEA	24.44			
			24.44	A/P	OUT-STD	
010785	07/26/12	SERVICE NEW BRUNSWICK				
	10126106JUL12	TS-KINGSTSCHOOL-XING LIGHTS	23.65			
	17915909JUL12	RC-POOL-SCHOOL ST	78.06			
	17935200JUL12	TS-KING/UNIONST-TRAFFIC LIGHTS	35.38			
	17949909JUL12	GG-OLDTOWNHALL-ELECTRICITY	223.38			
	18169205JUL12	RC-POOL-MILL LANE	2295.08			
	50660140JUL12	RC-PARKS-ROTARY CHANGING ROOMS	24.06			
	54187672JUL12	TS-KING/QUEEN-TRAFFIC LIGHTS	34.28			
	54653258JUL12	TS-KING/SUPERSTORE-TRAFFIC LIG	65.25			
	55160607JUL12	RC-PARKS-COTTONMILL SITE LIGHT	60.21			
	55917471JUL12	TS-ST5-WATERFRONT LIGHTS	73.16			
	72924306JUL12	RC-PARKS-BANDSTAND	42.88			
	73006038JUL12	RC-LIBRARY-ELECTRICITY	1045.50			
	82122207JUL12	RC-PARKS-BASKETBALL COURT	28.57			
	84960501JUL12	RC-PARKS-RIVERSIDE DR LIGHTS	79.02			
			4108.48	A/P	OUT-STD	
010786	07/26/12	SHANNON MICHAEL				
	WEEK30/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK30/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			365.44	A/P	OUT-STD	
010787	07/26/12	ST. STEPHEN BUSINESS IMPROVEMENT AR				
	2012LUMBERJACK	GG-CIVIC-2012 LUMBERJACK GRANT	2500.00			
			2500.00	A/P	OUT-STD	
010789	07/27/12	GUY R. DAY & SON LTD.				
	50474*	GG-INSURANCE-JUL01/12-DEC31/13	125563.00			
			125563.00	A/P	OUT-STD	
010790	07/27/12	JOAN FLEWELLING				
	JULY/12	GG-TWNCLRK-MNTHLY VEH ALLOW	50.00			
			50.00	A/P	OUT-STD	

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010791	07/27/12	JOHN FERGUSON				
	JULY/12	GG-CAO-CELL PHONE REIMBURSEMEN	93.00			
	JULY/12*	GG-CAO-MNTHLY VEH ALLOW	350.00			
			443.00	A/P	OUT-STD	
010792	07/27/12	LEAH NIXON				
	JULY/12	RC-ASS'TRECDIR-MNTHLY VEH ALLOW	200.00			
			200.00	A/P	OUT-STD	
010793	07/27/12	O'CONNELL MIKE				
	JULY/12	RC-DIRPM/PR-MNTHLY VEH ALLOW	200.00			
			200.00	A/P	OUT-STD	
010794	07/27/12	OK TIRE & AUTO SERVICE				
	IN018822	TS-#13-BACKHOE TIRE	1144.90			
	IN018850	TS-#5-DRIVE TIRES	976.32			
			2121.22	A/P	OUT-STD	
010795	07/27/12	ORR ELECTRIC & ALARM LTD.				
	571	TS-SYS-XWALK LIGHTS REMOVAL	101.70			
	596	RC-LIBRARY FOUNTAIN-REPAIRS	649.39			
			751.09	A/P	OUT-STD	
010796	07/27/12	R.NICHOLLS DISTRIBUTORS INC.				
	2488461	PS-FIRE-UNIFORM BADGES	307.58			
	2489690	PS-FIRE-CLOTHING ALLOWANCE	311.88			
			619.46	A/P	OUT-STD	
010797	07/27/12	RUSSEL METALS INC.				
	04321392	RC-COVE PARK-STEEL PIPE, STRUC	468.95			
			468.95	A/P	OUT-STD	
010798	07/27/12	SCOODIC EQUIPMENT RENTALS				
	15693	RC-PARKS-HAMMER DRILL & BIT	59.89			
	15726	RC-PARKS-BILLY GOAT	45.20			
			105.09	A/P	OUT-STD	
010799	07/27/12	SELDON SMITH & SONS LIMITED				
	50492	RC-COVE FENCE-1" GALV CAPS	17.84			
	50522*	RC-SPLASH PAD-BRASS NIPPLE, UN	109.72			
			127.56	A/P	OUT-STD	
010800	07/27/12	SOURCE ONE SUPPLIES				
	201200054	RC-MILLPOOL-BATH TISSUE, GRBG	63.62			
	201200114	PS-FIRE-LAUNDRY DETERGENT	49.61			
	201200117	RC-PARKS-GARBAGE BAGS	26.45			
	201200120	TS-SHOP-PAPER TOWELS, BATH TIS	81.17			
			220.85	A/P	OUT-STD	
010801	07/27/12	ST. STEPHEN PRESCRIPTION CENTRE				
	JULY10/12	RC-MILLPOOL-NITRILE GLV, COTT	19.75			
			19.75	A/P	OUT-STD	

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010802	07/27/12 019125	STOR-IT SYSTEMS LTD. RC-MILLPOOL-SHELVING UNIT	576.30 576.30	A/P	OUT-STD	
010803	07/27/12 396948	STUARTS CANDY & CARDS RC-PARKS-WATER	13.90 13.90	A/P	OUT-STD	
010804	07/27/12 JULY6/12	THORN LAW P.C. INC. GG-BYLAW-BUILDING BYLAW	1384.25 1384.25	A/P	OUT-STD	
010805	07/31/12 46650945 46873103	AIR LIQUIDE CANADA TS-SHOP-CYLINDER GAS TS-SHOP-CYLINDER GAS	114.62 22.71 137.33	A/P	OUT-STD	
010809	07/31/12 N14003169 N14003175 N14003177 N14003180 N14003407 N14003416 N14003423 N14003424 N14003427 N14003430 N14003434 N14003458 N14003468 N14003469 N14003470 N14003473 N14003474 N14003477 N14003479 N14003481 N14003491 N14003494 N14003504 N14003506 N14003515 N14003518 N14003520 N14003528	CANADIAN TIRE RC-MILLPOOL-ANT TRAPS, ROPE RC-SOCCER FIELD-HOSE RC-MILLPOOL-PAINT RC-PARKS-PAINT & OIL TS-SHOP-SPRAYER RC-MILL POOL-POOL CHEMICALS RC-PARKS-SUPPLIES RC-MILLPOOL-WIPES, TOILET BRUS RC-HORT-HOSE SHUT OFF, BRASS Q RC-MILLPOOL-PH BOOSTER RC-PARKS-CASTROL 5W30, DR PULL TS-ST5-BATTERY RC-PARKS-TOOLSET, ADJUSTABLE J TS-ST5-KNIFE, SNAP-OFF RC-MILLPOOL-PH BOOSTER TS-SHOP-PIPEWRENCH, 14"HD RC-RIVERWALK- ROLLER, SC DER C RC-SOCCER FIELD-HOSE & FITTING RC-SOCCER FIELD-PLUG, G. COUPL RC-SOCCER FIELD-NOZZLE RC-PARKS-FILES, CHNSAW5, GLV, RC-MILLPOOL-VALVE, TEFLON RC-HORT-SPRINKLER TS-#4-CARBT, G2 HDG5/1 RC-WATERFRONT SIGNS-BRUSH STAI TS-SHOP-RUST PAINT PS-FIRE-DOUBLEWATERSLIDE RC-TRUCKS-OIL FILTERS	24.81 58.07 23.70 18.06 39.54 12.41 6.77 22.54 36.66 50.78 92.24 69.74 75.69 2.59 6.20 41.79 16.36 20.54 4.61 7.90 23.12 12.29 16.94 9.02 5.64 10.16 423.74 10.15			

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	N14003531	RC-CHOCFESTKIOSK-PAINT & SUPPL	112.59			
	N14003533	RC-PARKS-WD40 LUBRICANT	12.75			
	N14003535	RC-PARKS-MARKING CHALK	15.80			
	N14003536	PS-FIRE-TOTE, POWER CORD	63.25			
	N14003563	RC-TRUCK-ROPE, GEAR WRENCH	45.72			
	N14003566	RC-MILLPOOL-CHLORINE	11.29			
	N14003582	RC-PARKS-SUPPLIES	56.49			
	N14003595	TS-ST5-GRASS SEED	19.20			
	N14085845	RC-HORT-FAUCET CONNECTOR	15.02			
	N14085846	RC-PARKS TRUCK-VISEMATE COMBO	79.09			
	N14085848	RC-PARKS-SUPPLIES	8.46			
	N14085849	RC-SOCCER FIELD-HOSE	58.07			
	N14085943	RC-RIVER WALK-RUST PAINT	19.87			
	N14417901	RC-PARKS-REG KEY	51.80			
	N14417912	RC-#307-BRAKE PADS	67.79			
			1779.25			
010810	07/31/12	LINDE CANADA		A/P	OUT-STD	
	45561253	TS-SHOP-ACETYLENE, NITROGEN,	22.49			
			22.49			
010811	07/31/12	MCINNES COOPER		A/P	OUT-STD	
	201217327	GG-LEGAL-CORPORATE GENERAL	489.86			
			489.86			
010812	07/31/12	SHANNON MICHAEL		A/P	OUT-STD	
	WEEK31/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK31/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			365.44			
010813	07/31/12	ACCT 8025-280		A/P	OUT-STD	
	JULY/12	LOCAL 770 UNION DUES - JUL/12	875.11			
			875.11			
010814	07/31/12	ACCT 903240049220		A/P	OUT-STD	
	JULY/12	EMPLOYEE DEDUCTIONS - JUL/12	108.00			
			108.00			
010815	07/31/12	ACCT 903240070386		A/P	OUT-STD	
	JULY/12	EMPLOYEE DEDUCTIONS - JUL/12	400.00			
			400.00			
010816	07/31/12	BAYVIEW CREDIT UNION		A/P	OUT-STD	
	JULY/12	EMPLOYEE DEDUCTIONS - JUL/12	540.00			
			540.00			
010817	07/31/12	CIBC MELLON GLOBAL SECURITIES NBMF0		A/P	OUT-STD	
	JULY/12	GG-MUNICIPALPENSION-JUL/12	19081.48			
			19081.48			
010818	07/31/12	MINISTER OF FINANCE		A/P	OUT-STD	

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	JULY/12	EMPLOYEE DEDUCTIONS - JUL/12	362.00			
			362.00	A/P	OUT-STD	
010819	07/31/12	ST. STEPHEN UTILITY DEPT.				
	JULY/12	EMPLOYEE DEDUCTIONS - JUL/12	40.00			
			40.00	A/P	OUT-STD	
		Cheque Totals Non-Void:	\$1,032,271.75			
		Void:	\$0.00			

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

July 2012

Interim:

Fundy Contractors Limited (Invoice #6061G - Holdback Release - Surcharge, Cheque #038)	50,424.89
Debly Forest Services Ltd. (Invoice #SS20120613001 - Adjust Fencing Onsite, Cheque #039, Cheque #039)	847.50
Dora Construction Limited (Claim #1 to May 31, 2012 - Design Build Contract, Cheque #040)	656,895.55
Murphy Surveys (1990) Ltd (Invoice #12021-3 - Monitoring and Elevation Work, Cheque #041)	5,262.98
E.A. Farren Limited (Project Management Services to June 25, 2012, Cheque #042)	50,749.15
Frank G. Godsoe Chartered Accountant (Project Accountant Services for June 30/12 - Invoice #281, Cheque #043)	3,796.80
Total	<u><u>\$767,976.87</u></u>

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003250	07/07/12 07/07/12***	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AS-PRINCIPAL	17000.00 17000.00	A/P	OUT-STD	
003251	07/07/12 07/07/12**	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AS-INTEREST	6373.75 6373.75	A/P	OUT-STD	
003252	07/08/12 07/08/12***	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AQ-PRINCIPAL	65000.00 65000.00	A/P	OUT-STD	
003253	07/08/12 07/08/12**	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AQ-INTEREST	29383.76 29383.76	A/P	OUT-STD	
003254	07/28/12 07/28/12***	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AO-PRINCIPAL	34000.00 34000.00	A/P	OUT-STD	
003255	07/28/12 07/28/12**	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AO-INTEREST	4333.00 4333.00	A/P	OUT-STD	
003319	07/05/12	CANADIAN TIRE				
	N12795010	WS-TRANS&DIST-FLASHLIGHT	10.16			
	N14003184	SCD-DISPOSAL-ALLOY	18.06			
	N14003186	SCD-#9-PL.ST.SHT 26	9.59			
	N14003401	SCD-DISPOSAL-QUICK LINK, EYE H	10.02			
	N14003402	WS-ST5-ROOF CEMENT, CAULKING G	17.24			
	N14085814	SCD-DISPOSAL-2 WAY FLAT, 12"	4.85			
	N14085915	SCD-DISPOSAL-3X8 WELDING CLA	45.18			
	N14085916	WS-SOURCE-AC RUST, BATTERIES	74.30			
	N14085922	WS-TRANS&DIST-SUPPLIES	20.36			
	N14085926	WS-SOURCE-AFTERBITE GEL, DEEP	28.33			
	N14085928	WS-SOURCE-VIBRM LO WRK HK	101.69			
	N14085936	WS-#20-PAINT, BRUSH	18.07			
	N14085937	WS-#20-PAINT	11.29			
	N14085955	SCD-DISPOSAL-PAN SS MACH SC	4.06			
	N14085958	WS-SOURCE-3/8X75" UTILITY, TIE	51.88			
	N14085985	SCD-DISPOSAL-CASTERS 2.5" SWV	49.67			
	N14085988	WS-TRANS&DIST-SUPPLIES	19.19			
	N14085995	WS-#20-WELD ST. SHT	19.19			
	N14085996	SCD-DISPOSAL-SANDWICH BAGS	3.38			
	N14085998	SCD-DISPOSAL-WELD ST.ANGS	34.67			
	N14417130	WS-SOURCE-FEB FR EX STRG, AC R	37.82			
	N14417488	WS-TRANS&DIST-BOOTS	158.18			
	N14417511	WS-TRANS&DIST-SUPPLIES	20.33			

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	N14417543	SCD-DISPOSAL-TESTER, VOLT	11.29			
	N14417556	SCD-DISPOSAL-GSK SHEET & MAKER	32.52			
	N14417959	WS-#105-TIRES	686.80			
			1498.12	A/P	OUT-STD	
003320	07/05/12	EAST COAST INTERNATIONAL TRUCKS				
	3-213400034	SCD-#30-MODEL 60	62.96			
	3-220890044	WS-#18-CLAMPS	51.80			
			114.76	A/P	OUT-STD	
003321	07/05/12	EMCO CORPORATION				
	2788124-00	WS-TRANS&DIST-EXT RNGE CPLG	931.57			
	2788125-00	WS-TRANS&DIST-REPAIR CLAMPS	282.50			
	2788195-00	WS-TRANS&DIST-EXT RNGE CPLG	986.44			
	2788195-01	WS-TRANS&DIST-EXT RNGE CPLG	201.67			
	2789140-00	WS-TRANS&DIST-COUPPLINGS, BALL	1232.92			
			3635.10	A/P	OUT-STD	
003322	07/05/12	MINISTER OF FINANCE				
	13,307	WS-SOURCE-DRINKING WATER TESTS	1076.07			
			1076.07	A/P	OUT-STD	
003323	07/12/12	ACORN CRESTING LTD				
	9968	WS-TRANS&DIST-CLOTHING ALLOWAN	321.77			
			321.77	A/P	OUT-STD	
003324	07/12/12	BRENNTAG CANADA INC.				
	40263034	SCD-DISPOSAL-EMPTY CYLINDERS	-2712.00			
	40263829	WS-SOURCE-CHLORINE	5505.50			
			2793.50	A/P	OUT-STD	
003325	07/12/12	CLASSIC CONSTRUCTION LTD				
	12-062	WS-ST5-ASPHALT	1217.35			
			1217.35	A/P	OUT-STD	
003326	07/12/12	COASTAL ASPHALT (2002) LTD.				
	12-001	WS-ST5-ASPHALT	2479.45			
			2479.45	A/P	OUT-STD	
003327	07/12/12	CONNICK'S BUSH HOGGING				
	3	WS-ST5-MOWING WATER TOWER FIEL	225.00			
			225.00	A/P	OUT-STD	
003328	07/12/12	MEGA-LAB MANUFACTURING CO. LTD.				
	123861	SCD-DISPOSAL-DEGREASER	654.04			
			654.04	A/P	OUT-STD	
003329	07/12/12	MINISTER OF FINANCE				
	11366812JUN12	WS-SOURCE-PUMP STATION	120.40			
	11385317JUN12	WS-TRANS&DIST-BUDD AVE	35.11			
	19002807JUN12	SCD-DISPOSAL-OLD BAY WWTP	146.33			
			301.84	A/P	OUT-STD	

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003330	07/12/12 647505938870	PITNEY BOWES LEASING WS-TOWNHALL-POSTAGE METER LEAS	788.14 788.14	A/P	OUT-STD	
003331	07/12/12 416599744	PUROLATOR COURIER LTD. WS-SOURCE-TO HYPERION RESEARCH	69.71 69.71	A/P	OUT-STD	
003332	07/12/12 86-4913	RESOURCE SYSTEMS INC. WS-SOURCE-CONTROLLER, SENSOR	3523.60 3523.60	A/P	OUT-STD	
003333	07/12/12 80618 80653 80659	SAINT JOHN SPRING WORKS LTD WS-#20-WALKING BEAMS BUSHED WS-#20-6696 STUDS WS-#20-TANDEM BOLTS	1282.55 61.02 32.77 1376.34	A/P	OUT-STD	
003334	07/12/12 44156	SAINT JOHN NISSAN SCD-#3-SOB # INSULATOR	165.03 165.03	A/P	OUT-STD	
003335	07/12/12 1342069 1347868	SOURCE ATLANTIC WS-TRANS&DIST-1-1/4 SDS BIT WS-STS-DIAMOND BLADE	101.64 372.90 474.54	A/P	OUT-STD	
003336	07/12/12 5-93-12	SOUTHWEST CONCRETE & CONS LTD WS-TRANS&DIST-TOPSOIL	779.70 779.70	A/P	OUT-STD	
003337	07/12/12 746-99-45	THE PANEL SHOP WS-SOURCE-ANALYZER TROUBLE SHO	506.69 506.69	A/P	OUT-STD	
003338	07/12/12 18693	THE TIDE WS-TRANS&DIST-HYDRANT FLUSHING	25.43 25.43	A/P	OUT-STD	
003339	07/12/12 07/12/12	TOWN OF ST. STEPHEN Transfer to Uti Cap Fund	6868.96 6868.96	A/P	OUT-STD	
003340	07/12/12 INV01118920	XPLORNET WS-SOURCE-SATELLITE SERVICE	70.05 70.05	A/P	OUT-STD	
003341	07/12/12 0160073940 0160073944	ZEE MEDICAL CANADA, INC. WS-TRANS&DIST-FIRST AID SUPPLI WS-SOURCE-FIRST AID SUPPLIES	126.09 171.69 297.78	A/P	OUT-STD	
003342	07/12/12 07/12/12*	TOWN OF ST. STEPHEN Transfer to Uti Cap Fund	108508.65 108508.65	A/P	OUT-STD	

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003343	07/17/12	ACORN CRESTING LTD				
	10061	WS-SOURCE-CLOTHING ALLOWANCE	37.29			
	10063	SCD-DISPOSAL-CLOTHING ALLOWANC	51.98			
			89.27	A/P	OUT-STD	
003344	07/17/12	ATLANTIC PURIFICATION SYSTEMS LTD.				
	123036	SCD-DISPOSAL-CHLORINE REAGENT	265.84			
			265.84	A/P	OUT-STD	
003345	07/17/12	BRUNET DISTRIBUTION				
	5403-013551	WS-TRANS&DIST-COPPER GASKETS	47.00			
	5406-014042*	WS-TRANS&DIST-5403-013551 HST	6.11			
			53.11	A/P	OUT-STD	
003346	07/17/12	CHAR CO CHEVROLET PONTIAC BUICK GMC				
	118383	WS-#102-OIL/FILTER CHANGE, SHI	799.61			
			799.61	A/P	OUT-STD	
003347	07/17/12	SERVICE NEW BRUNSWICK				
	36869807JUL12	WS-3119MAXWELLXING-BUILDING	829.78			
	50228902JUL12	WS-MAXWELLXING-PUMPS	505.64			
	52557428JUL12	SCD-218OLDBAYRD-WWTP	9459.57			
	53473043JUL12	WS-SOURCE-CHLORINE RESIDUAL	23.92			
	61230004JUL12	WS-MAXWELLXING-PUMPS	2110.00			
	82291006JUL12	WS-SOURCE-RESERVOIR	84.75			
			13013.66	A/P	OUT-STD	
003348	07/17/12	TOWN OF ST. STEPHEN				
	07/13/12	Transfer to General Op Fund	64293.66			
			64293.66	A/P	OUT-STD	
003349	07/17/12	A.E. HORNE & SON LTD.				
	00452040*	WS-STAS-ASPHALT BROKERAGE FEE	84.45			
			84.45	A/P	OUT-STD	
003350	07/23/12	GULLISON'S COURIER SERVICE				
	113100	WS-SOURCE-TO DOE LAB	28.25			
	334886	WS-SOURCE-TO DOE LAB	28.25			
	534839	WS-SOURCE-TO DOE LAB	28.25			
	534844	WS-SOURCE-TO DOE LAB	28.25			
	734683	WS-SOURCE-TO DOE LAB	28.25			
			141.25	A/P	OUT-STD	
003351	07/23/12	JOE JOHNSON EQUIPMENT INC.				
	PO3889	SCD-#9-ELBOW WELDMENTS	628.90			
			628.90	A/P	OUT-STD	
003352	07/23/12	KENT BUILDING SUPPLIES				
	428737	WS-TRANS&DIST-HOLES AW BLADE	35.72			
	430276	WS-TRANS&DIST-INSUL/FOAMULAR	188.85			
			224.57	A/P	OUT-STD	

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003353	07/23/12 15755	MILLTOWN MACHINE & FABRICATION LTD. WS-#8-FLAT BAR & LABOUR TO CUT	102.01 102.01	A/P	OUT-STD	
003354	07/23/12 497022 497023	MISS D'S WS-TRANS&DIST-WATER WS-TRANS&DIST-WATER	13.20 13.20 26.40	A/P	OUT-STD	
003355	07/23/12 32165488-00 32165700-00 32166226-00 32166226-01	PARTS FOR TRUCKS INC. WS-#20-DRIVE AXLE DUST SHIELD WS-#20-SPOKE WHEEL NUTS WS-#8, #20-SPOKE WHEEL CLAMPS, WS-#8-SPOKE WHEEL CLAMP	135.37 15.73 79.65 18.93 249.68	A/P	OUT-STD	
003356	07/23/12 416751629	PUROLATOR COURIER LTD. WS-SOURCE-TO EEN FRONT SERVICE	28.42 28.42	A/P	OUT-STD	
003357	07/23/12 88814 88893	RAYTEK SCD-DISPOSAL-FLUSHED SEWER LIN SCD-DISPOSAL-FLUSHED STORM & S	4916.07 4067.44 8983.51	A/P	OUT-STD	
003358	07/23/12 532920 540091	SERVICE NEW BRUNSWICK WS/SCD-UTILITY TRANSACTIONS WS/SCD-UTILITY TRANSACTIONS	805.85 165.04 970.89	A/P	OUT-STD	
003359	07/23/12 14459 14461	SOUTHERN SANITATION LTD. WS-BUDD AVE-GRBG COLLECTION WS-BUDD AVE-GRBG COLLECTION	109.84 109.84 219.68	A/P	OUT-STD	
003360	07/23/12 16514	ST. CROIX PRINTING & PUBLISHING COM WS-SOURCE-WATERWORKS RECORDS	320.07 320.07	A/P	OUT-STD	
003361	07/23/12 303330* 303383* 303710* 303849* 304123* 304230*	STATIONERY PLUS WS/SCD-TOWN-FILE FOLDERS WS/SCD-TOWNHALL-STORAGE BOXES WS/SCD-TOWN-DESK TRAY, BINDING WS/SCD-TOWN-REINFORCEMENTS WS/SCD-TOWN-URGENT STAMP WS/SCD-TOWN-FILE FOLDERS, LABE	8.76 23.66 33.13 5.18 40.07 22.17 132.97	A/P	OUT-STD	
003362	07/23/12 21856412JUN12*	TELUS WS/SCD-CELL PHONES	679.81 679.81	A/P	OUT-STD	

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003363	07/23/12	SOURCE ATLANTIC				
	1352651	SCD-DISPOSAL-HEX KEY SOCKET	21.23			
	1357724	WS-TRANS&DIST-NARROW CHISEL, M	81.02			
	1362829*	WS-STS-CLOTHING ALLOW	67.00			
			169.25	A/P	OUT-STD	
003364	07/26/12	BAYVIEW TRUCKS AND EQUIPMENT LTD.				
	S111606	WS-#20-MOTOR OIL, FILTER	137.10			
			137.10	A/P	OUT-STD	
003365	07/26/12	BRIGGS PLUMBING INC.				
	105155	WS-TRANS&DIST-BLACK IRON BUSHI	75.23			
	105157	WS-TRANS&DIST-CLAMPS, ADAPTERS	32.63			
			107.86	A/P	OUT-STD	
003366	07/26/12	EAST COAST INTERNATIONAL TRUCKS				
	3-221780019	WS-#102-STROBE	361.57			
			361.57	A/P	OUT-STD	
003367	07/26/12	SERVICE NEW BRUNSWICK				
	53123617JUL12	SCD-STS-DECHLORINATION CHAMBER	110.67			
	53158875JUL12	WS-STS-BUDD AVE LIFT STATION	2371.05			
	54807440JUL12	WS-STS-158A MILLTOWN BLVD LIFT	48.21			
	56356048JUL12	SCD-STS-18 RIVERSIDE DR LIFT S	29.11			
	61204006JUL12	SCD-STS-2-216 KING ST LIFT STA	140.49			
	61224002JUL12	WS-STS-358A MILLTOWN BLVD LIFT	943.52			
	61236008JUL12	WS-STS-BUDD AVE LIFT STATION	359.51			
	76139807JUL12	SCD-STS-54 RIVERSIDE DR LIFT S	71.39			
	84934906JUL12	SCD-STS-658A RIVERSIDE DR LIFT	110.94			
	84943406JUL12	WS-STS-TODD HILL RESERVOIR	145.42			
			4330.31	A/P	OUT-STD	
003368	07/26/12	MISS D'S				
	27*	WS-STS-WATER	8.80			
			8.80	A/P	OUT-STD	
003369	07/26/12	MINISTER OF TRANSPORTATION				
	ADDENDUM	WS-HIGHWAY USAGE ADDENDUM	5400.00			
			5400.00	A/P	OUT-STD	
003370	07/27/12	GUY R. DAY & SON LTD.				
	50774**	WS-INSURANCE-JUL01/12-DEC31/13	46056.00			
			46056.00	A/P	OUT-STD	
003371	07/27/12	PUROLATOR COURIER LTD.				
	416905903	WS-SOURCE-TO HYPERION RESEARCH	69.11			
			69.11	A/P	OUT-STD	
003372	07/27/12	SELDON SMITH & SONS LIMITED				
	50478	WS-#20-COUPLINGS	16.40			
			16.40	A/P	OUT-STD	

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003373	07/27/12 201200022	SOURCE ONE SUPPLIES SCD-DISPOSAL-NITRILE, GLOVES	122.61 122.61			
003374	07/31/12	CANADIAN TIRE				
	N14003164	WS-#20-PUCK, SPONGE PRA, 1/2"	10.81			
	N14003178	WS-SOURCE-BLUE SHOP TOWEL, AA	57.21			
	N14003425	WS-TRANS&DIST-WATER PUMPS	56.48			
	N14003450	WS-TRANS&DIST-SUPPLIES	12.18			
	N14003475	SCD-DISPOSAL-FLASHLIGHT, BATTE	58.05			
	N14003496	WS-TRANS&DIST-SUPPLIES	73.69			
	N14003517	WS-SOURCE-PRUNER, GLV	82.46			
	N14003530	WS-SOURCE-PRUNER	39.54			
	N14003547	SCD-DISPOSAL-ADAPTOR HOSE, FLD	83.99			
	N14003564	WS-SOURCE-GLOVES, BATTERIES	32.28			
	N14003568	WS-TRANS&DIST-SCREWS	13.89			
	N14003579	WS-TRANS&DIST-25' WIDE TAPE, 7	54.51			
			575.09	A/P	OUT-STD	
003375	07/31/12 2-1613985	COX ELECTRONICS & COMMUNICATIONS WS-SOURCE-ANTIVIRUS PROGRAM RE	50.79 50.79			
				A/P	OUT-STD	
003376	07/31/12 52082	HYPERION RESEARCH LTD. WS-SOURCE-AEROBIC SPORE ANALYS	788.39 788.39			
				A/P	OUT-STD	
003377	07/31/12 13,448	MINISTER OF FINANCE WS-SOURCE-DRINKING H2O TESTS	991.32 991.32			
				A/P	OUT-STD	
003378	07/31/12 562-12	SAINT JOHN LABORATORY SERVICES LTD. SCD-DISPOSAL-TP LAB TESTS	1104.01 1104.01			
				A/P	OUT-STD	
003379	07/31/12 9999999975	UPS CANADA LTD. WS-SOURCE-TO SEVERN TRENT SERV	37.94 37.94			
				A/P	OUT-STD	
003380	07/31/12 13048IN14080	WORLDLYNX SCD-DISPOSAL-BLACKBERRY HOLSTR	45.19 45.19			
				A/P	OUT-STD	
003381	07/31/12 INV01281617	XPLORNET WS-SOURCE-SATELLITE SERVICE	70.05 70.05			
				A/P	OUT-STD	
		Cheque Totals Non-Void:	\$445,611.68			
		Void:	\$0.00			

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

July 2012

Interm:

Xylem Canada Company (Storm Sewer Separation Project 2010 - Riverside Drive Construction, Project #092732, Cheque #1026)	10,166.42
Dillon Consulting Limited (Engineering - CCME Wastewater Study - (Phase I & II) - Project #115027 - Gas Tax Fund, Cheque #60)	1,146.23
Total	<u><u>\$11,312.65</u></u>

RESOLUTION NO.: _____

DATE: August 27, 2012

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 15, 2012 be approved as circulated.

COMMITTEES MEETING
WEDNESDAY, AUGUST 15, 2012 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following adjournment of Open Committees Meeting).

1. Financial Matter - Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – three (3) items
2. Provincial Government Information Matter – Section 10.2(4)(e) of the New Brunswick *Municipalities Act* – one (1) item

It was MOVED by Councillor Maxwell and SECONDED by Deputy Mayor Ames that the above-noted four (4) items be moved into closed session following the Open Committees Meeting as per Section 10.2(4) of the New Brunswick *Municipalities Act*. CARRIED

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE

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

ABSENT: Town Treasurer Tim Tozer

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. DELEGATIONS/PRESENTATIONS

There were no delegations/presentations.

4. ITEMS

FINANCE AND ADMINISTRATION – Chaired by Councillor MacEachern

- (i) Report of the Finance Department - The report of the Finance Department was received and reviewed.

- (ii) Cheque Register for Month of July – Memo from the Assistant Treasurer dated August 10, 2012 with attached cheque register was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, August 27, 2012.
- (iii) Pension Plan Review – Memo from Mayor Quartermain dated August 10, 2012 was received and reviewed. Committee agreed with the Mayor's recommendation and a motion will be considered at the next Regular Session of Council on Monday, August 27, 2012 authorizing a letter be sent to the Board of Trustees seeking various information with respect to the pension plan.

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) Department of Transportation and Infrastructure Five Year Plan – Memo from the Director of Operations dated August 2, 2012 with attached list of "Designated Highways Five Year Priorities" was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, August 27, 2012.

POLICE AND FIRE - Chaired by Councillor Harding

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

In addition to his report, the Fire Chief advised that the department recently used its boat for the first time and rescued two lost boaters. He further advised that he had a brief meeting with the new Fire Chief in Calais, and looks forward to a future meeting to discuss some of his new ideas.

Mayor Quartermain thanked the Fire Chief for all the fundraisers his staff (full-time and volunteer) organizes on an ongoing basis.

- (iii) Report of the By-Laws Office – The report of the Manager, By-Laws and Building Inspection was received and reviewed.

As noted in his report, the Manager, By-Laws and Building Inspection advised that he has handled several complaints from residents concerning skateboarders. He further advised that the Director, Parks, Recreation and Property Management is looking into the possibility of a new skate park area.

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

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.
- (ii) Town Truck – Memo from the Director, Parks, Recreation and Property Management dated August 8, 2012 was received and reviewed.

As noted in the Director's memo, a Parks' truck is no longer operable as a result of an accident, and a motion will be considered at the next Regular Session of Council on Monday, August 27, 2012 to release the original vehicle registration to Granite Claims Solutions in order to close the claim file.

- (iii) Garcelon Civic Center Update – The email from Ed Farren, Project Manager, dated August 11, 2012 to Councillor MacDonald was received and reviewed, and monthly updates will be provided by the Project Manager.
- (iv) The Town of St. Stephen's Garcelon Civic Center – Construction Committee Composition – Amendment – Memo from Mayor Quartermain dated August 10, 2012 was received and reviewed. Committee agreed with the Mayor's recommendation to add the Project Engineer and Recording Secretary as members of the Construction Committee, and a motion will be considered at the next Regular Session of Council on Monday, August 27, 2012.

PLANNING, PROMOTION AND TOURISM – Chaired by Deputy Mayor Ames

There were no items this month; however, Deputy Mayor Ames stated that the many events during Chocolate Fest and the International Homecoming Festival were great.

The Deputy Mayor also stated that the Canadian Co-Chair of the International Homecoming Festival has stepped down, and he asked that names be provided to him of anyone who may be interested in the volunteer position.

5. **NEW BUSINESS**

No new business.

6. **ADJOURNMENT**

The meeting moved into closed session at 6:20 p.m. and adjourned at 7:30 p.m.

Joan M. Flewelling
Town Clerk

Dated

AGENDA
COMMITTEES MEETING
WEDNESDAY, AUGUST 15, 2012 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following adjournment of Open Committees Meeting).

1. Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – three (3) items
2. Provincial Government Information Matter – Section 10.2(4)(e) of the New Brunswick *Municipalities Act* – one (1) item

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE
2. APPROVAL OF AGENDA
3. DELEGATIONS/PRESENTATIONS
4. ITEMS

FINANCE & ADMINISTRATION – Chaired by Councillor MacEachern

- (i) Report of the Finance Department
- (ii) Cheque Register for month of July – Memo from Assistant Treasurer dated August 10, 2012 with attachment:
 - Cheque Register
- (iii) Pension Plan Review – Memo from Mayor Quartermain dated August 10, 2012.

PUBLIC WORKS – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department
- (ii) Department of Transportation and Infrastructure Five Year Plan – Memo from Director of Operations dated August 2, 2012 with attachment:
 - Designated Highways Five Year Priorities

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

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

- (i) Report of Building Inspection Office
- (ii) Report of the Development Office
- (iii) Animal Control Report
- (iv) Report of the Property Management Office

PARKS AND RECREATION – Chaired by Councillor MacDonald

- (i) Report of the Parks and Recreation Office
- (ii) Town Truck – Memo from Director, Parks, Recreation and Property Management dated August 8, 2012.
- (iii) Garcelon Civic Center Update – Email from Ed Farren to Councillor MacDonald dated August 11, 2012.
- (iv) The Town of St. Stephen's Garcelon Civic Center – Construction Committee Composition – Amendment – Memo from Mayor Quartermain dated August 10, 2012.

PLANNING, PROMOTION AND TOURISM – Chaired by Deputy Mayor Ames

No items this month.

5. NEW BUSINESS

6. ADJOURNMENT

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

STAFF REPORTS

THAT the following staff reports for the month of June 2012 be adopted: Finance Department; Public Works Department; Department of Parks, Recreation and Property Management; Fire Department; Department of By-Laws and Building Inspection; and Development Office.

Memo

To: John Ferguson, CAO
From: Tim Tozer, Treasurer
Date: 10 August 2012
Subject: Finance Department Report

Staff Activity since last report:

- 1) On Going Accounting work involving:
 - A) Accounts Receivable processing (Daily payment processing, weekly deposits, monthly and quarterly invoicing for both the Utility and General Fund).
 - B) Accounts Payable processing (Verification and daily input of invoices, and weekly payment of amounts owed by the Town).
 - C) Payroll processing. (Bi-weekly).
 - D) General Ledger reconciliation's and analysis of accounts of all funds (Monthly closing of accounting records for seven funds).
-Month end completed to June 30, 2012.
- 2) Statements of Revenue and Expenditures to June 30, 2012.
- 3) Preparation and review of departmental information for Committee and Council packages.
- 4) Computer server maintenance.
- 5) Meetings:
 - A) Special Committee meeting-July 19, 2012.
 - B) Department Head meeting-July 26, 2012.
- 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-Construction and engineering payments, and grant claims.

- 2) Gas Tax Project-Renovations to the Valley Road Reservoir.
- 3) Gas Tax Project-Environmental Risk Assessment (CCME).
- 4) Gas Tax Project-West and Dow Streets.
- 5) 2010 & 2011 Sidewalks and Streets Rehabilitation.
- 6) Pizza Delight Building Renovations.
- 7) Streets Tandem Plow Truck.
- 8) Fire Department Support Vehicle.
- 9) Civic Center.

B) Public Sector Accounting Board standard implementation.

C) 2013 Budget

D) Insurance Renewal.

Tim Tozer, CMA
Treasurer
Town of St. Stephen

Public Works Report for July 2012

FROM: Lee Johnson Director of Operations
DATE: Aug 03,2012

1:Water system:

- a) Installed 3 Fire Hydrants.
- b) Repaired 2 main lines.
- c) 3 Water Laterals were repaired.
- d) Finished Marks Street Water Main.

2:Streets:

- a) Painted Cross walks.
- b) Installed culvert near #199 Union Street.
- c) Removed Brush at Catholic Cemetery.
- d) Street patching.

3: Waste Water:

- a) Lift station and Lagoon maintenance.

4: Valley Road Reservoir ,Riverside Drive Box Culvert and Riverside DR. 2010 Projects:

- a) Final Inspections complete.

5: West and Dow Sewer and Water Project

- a) Construction started July 30,2012.

**Report of the Parks
and Recreation Office
August 2012**

Parks

- The Communities in Bloom judges were in Town on July 31st to August 2nd. They were very impressed with our Town. The results of the competition will be announced at the National Symposium in Edmonton in October. I would like to thank our Committee members, the Works Dept for their help and especially Jennifer Dow and her students for all their hard work.
- The Charlotte United Under 12 Soccer club has been selected to host the Provincial Championships this summer. The 3 day event will take place from August 24th to 26th.
- Assisted with set-up for Lumberjack competition.

Pool

- Leah has been supervising staff and completing staff training.
- We were selected to host the outdoor swimming provincial championships on Aug. 18th
- Hosted a swim meet on July 14th.
- Hosted the Chocolate Swim on Aug. 9th.
- We had 338 children participate in our Learn to Swim program.
- 30 adults are participating in our Aquacize.
- 17 Teens have participated in our Lifesaving courses.

Recreation

- The Civic Centre Information Centre is now closed. The new website is almost ready to be launched. This will be a great place for our citizen's to find out about the progress of the construction.
- Organized Chocolate Fun Run on Aug. 6th. 1st year for this event and we had 70 participants.
- Tennis Camp was held from July 9th – 13th and we had 32 participants.
- Leah taught a 2-day First Aid course to Town staff.
- The Arena hosted the Chocolate Fest Teen Video Dance on Aug. 9th.
- Arranging for 2 week employment for student with Community Living.
- Arenafest was a success.

Meetings

- Civic Centre meetings
- Communities in Bloom
- CCUSC – Soccer Provincials
- Elm Street Nature Park Committee
- NB Community Living

Leah

- RNB
- Lifesaving NB
- Town Safety Committee
- Provincial swim meet organizing committee
- U12 Soccer Provincials meeting
- Choc Fest

Michael O'Connell
Director Parks, Recreation
& Property Management

**Report of the Property
Management Office
August 2012**

By-Law/Zoning Issues

- Working through planning requirements for a major development concept on the former DOT property.
- Working with property owner on possible re-zoning.
- Met with business owner on possible expansion to business.

Facilities

- Re-negotiating cleaning agreement for RCMP facility.
- Working on potential rental of old Town Hall.
- Summer student at the airport has worked out very well. The facility looks great.
- Researched ownership of Wharf for insurance purposes.

Other

- JAD Campbell Memorial Scholarships have closed, only 4 applications this year.

Meetings

- Service NB
- George – Airport
- Brockway's Cleaning

Michael O'Connell
Director Parks, Recreation
& Property Management

St. Stephen Fire Department Report for July 2012

Alarms were: Town Alarms : 10
 Out of Town Alarms: 4
 Mutual Aid: Calais 1

 15

Alarms are described as being:

	# of Firefighters	# of Hours
1. Structure 2	28	84
2. Motor Vehicle Accidents 2	28	36
3. Alarm System Activation 3	17	17
4. Assistance- Ambulance NB 2	22	32
5. Vehicle Fire 2	20	30
6. Mutual Aid- Calais 1	14	56
7. Smell of Gas 1	12	18
8. Mulch 1	10	10
9. Bonfire 1	2	2

Calls Dispatched for the month of July: 68

Fire Department Activities

1. Monthly Meeting of the Fire Department
2. Fire Department members did the Childrens Games for Canada Day on the waterfront.
3. Members of the fire department participated in a "Fun Day" at the Milltown Elementary School Day Camps.
4. Fire Chief attended a Meeting in Moncton in reference to major changes in Fire Fighting Training in the Province.
5. Members of the fire department helped out with a Family Fun Day at the Old Ridge United Pentecostal Church.
6. Plan are under way for fundraising events during the International Parade and the Fireworks.
7. The Fire Department Annual Bucket Sit Fundraiser will be held Sept. 6, 7, 8. The committee is talking to various groups for music, displays and demonstrations.
8. Fire Chief worked 8 shifts as a Relief Driver filling in for vacations.

August 8, 2012

To: CAO – St. Stephen

Fr: By-Laws & Building Inspection

Re: July 2012 – Report

- Several calls concerning 2 hr parking on King St and Milltown Blvd. In all cases vehicles were moved prior to the time limit
- One (1) complaint concerning disability parking in the Superstore Parking – patrol made subject moved vehicle. Unable to enforce due to inadequate signing as required under the MV Act
- Several complaints from the Visitor Information Centre concerning vehicles parking in the lane which allows buses and large RV's to turn. Patrolled to area and due to the construction (Civic Centre) it is unclear where you can or cannot park. I asked the Town crew to paint arrows indicating there is a turning lane. This has proved to be successful.
- Four (4) letters sent to owners dealing with the Dangerous and Unsightly Premises By-Law. Pleasant St – Eaton St – Church St and Riverside Dr. This is the initial step before the formal process begins. This issue cannot proceed until we have set up an appeal committee. The Clerk will be filing the proposal.
- Several complaints from residents of the Town concerning skateboarding on Town streets, sidewalks and parking lots. I solicited the help of the RCMP and this seems to have solved the problem for the most part at least for the time being. I talked with Mike O'Connell and we came to the conclusion that skateboarders are not unlike any other youth in that they want to show off their skills and the park at the rear of the Legion does not afford them that opportunity. He is looking into the possibility of establishing a skate park in an area which affords more visibility.
- Several complaints concerning noise – music and shouting in the early hours of the AM from the Veazey and Union Streets area. Warnings issued.
- Two (2) issues dealing with overhanging branches on Town streets. One handled by the resident and one handled by the Town crew as the tree was on town property
- One (1) complaint from the Pleasant St area from Fero concerning garbage not residential being left a curb side and also the area was very unsightly. Letter sent to occupant and the collection area was cleaned up.
- One (1) complaint concerning the placement of signs at the entrance to the Charlotte County Mall. These signs were placed by a company and were placed high enough that a ladder was needed to remove them. Contacted company and they failed to remove them. Signs were removed as per the Town's Traffic by-law T-1. Kept for five days and disposed of.
- One (1) complaint concerning an Unsightly Premise in the Church St area. Letter sent and owner responded in a positive manner.
- Several complaints concerning animals referred to the Animal Control Officer

- Corresponding with the public on a daily basis with matters relating to Zoning Issues, Building By-law and other enforcement by-laws
- Signing off of bills and preparation of reports to Stats Canada, Service New Brunswick & CMHC
- Preparing and issuing building permits for the signature of the building inspector and signing off as required as the Assistant Development Officer.

TOWN of ST. STEPHEN

Building Inspection Services

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

JULY REPORT

2012

BUILDING INSPECTION

The month of July has brought in a total of 28(twenty eight) permits which represents \$120,400.00 in building costs.

Our office has had 1 (one) electrical waiver to deal with. We issued 1 (one) stop work order. In the month of July, we have 11 (eleven) Occurrences reports filed.

The public response to on going inspection has been accepted very well, many home owners and contractors have commented on the fact that they are happy to have this service. As we like to explain we are a technical service which means we are here to help the builders and home owners with information not just permits.

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
Building Inspector
Town of St. Stephen**

August 8, 2012

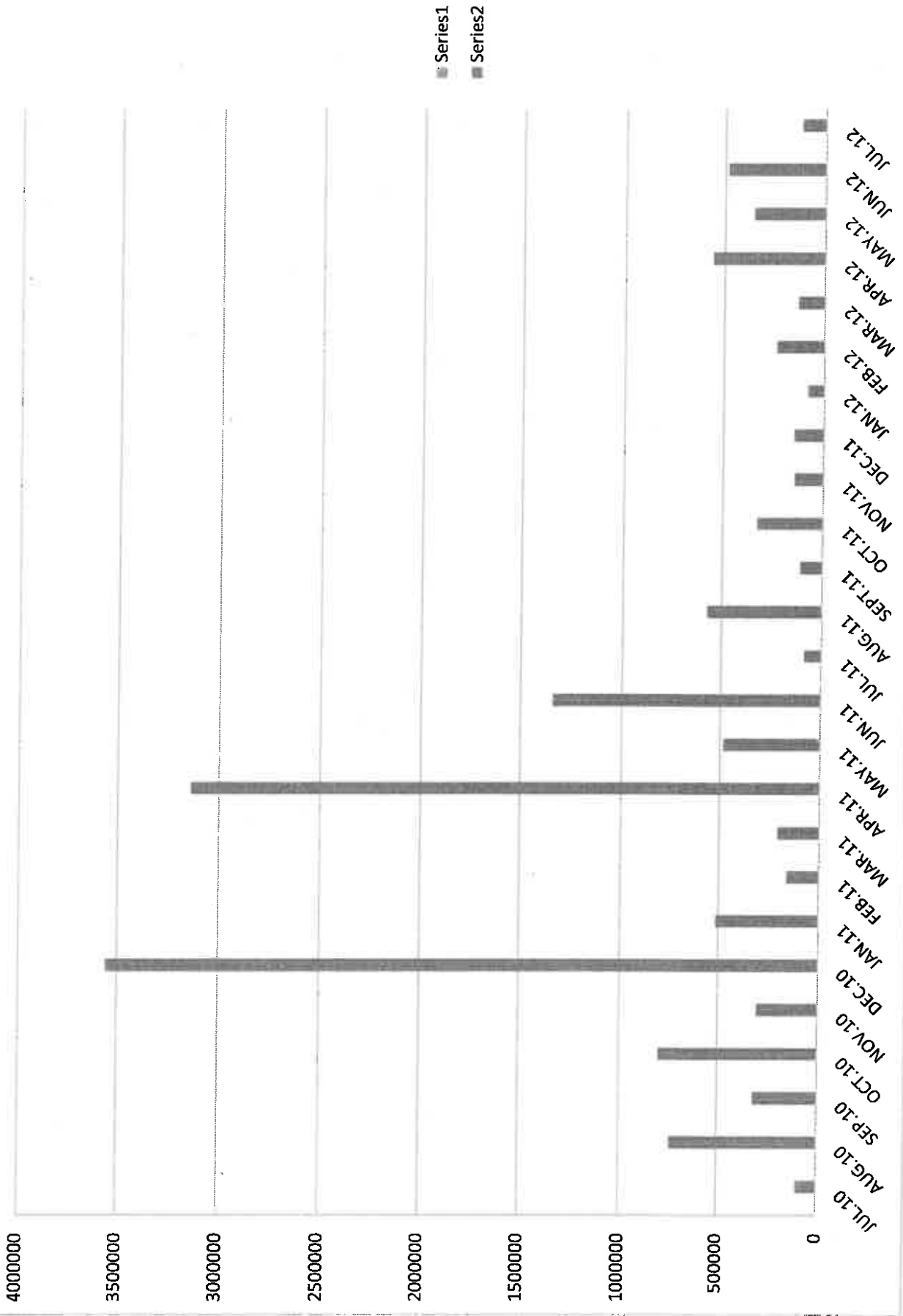
To: CAO – St. Stephen

Fr: REPORT OF THE DEVELOPMENT OFFICE (Assistant Development Officer)

Re: July 2012

- Twenty Eight (28) Building, Sign & Demolition Permits issued – Totalling \$120,400
- Two (2) variances granted 477 Milltown Blvd – fence height from 3 – 4 feet and 74 Queen St W – rear setback for an accessory building from 25 – 10 feet. The zoning by-law as it relates to rear setbacks for an accessory building is in error and will be amended in the near future. The ten feet is the correct setback.

JULY 2011 - JULY 2012 BUILDING PERMITS



RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

**BY-LAW NO. T-1 – A BY-LAW TO REGULATE VEHICULAR TRAFFIC – SECOND
READING – SECTION NUMBERS ONLY**

THAT By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” which will repeal the existing By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” – be given Second Reading – Section Numbers Only.

THE TOWN OF ST. STEPHEN
BY-LAW NO. T-1
A BY-LAW TO REGULATE VEHICULAR TRAFFIC

BE IT ENACTED BY THE COUNCIL OF THE TOWN OF ST. STEPHEN
AS FOLLOWS:

DEFINITIONS

1(1) In this by-law,

“bus stop” and “taxi stop” means a street or portion of a street set aside for the exclusive parking of buses or taxis for the purpose of allowing passengers to enter or alight there from;

“By-law Enforcement Officer” means the By-law Enforcement Officer appointed by the council under the authority of section 14 of the *Police Act*, S.N.B. 1977, Chapter 9.2;

“Chief Administrative Officer” means the Chief Administrative Officer of The Town of St. Stephen;

“Council” means the Town Council of The Town of St. Stephen;

“curb” means a structure with a vertical or sloping face along the edge of lane or street or shoulder strengthening or protecting the edge or clearly defining the edge;

“loading zone” means a street or portion of a street set aside for the exclusive parking of commercial vehicles for the purpose of loading and unloading merchandise;

“police force” means the St. Stephen Detachment of the Royal Canadian Mounted Police and in this by-law referred to as the “RCMP”;

“Province” means the Province of New Brunswick;

“street” is included in the definition of “highway” in the *Motor Vehicle Act* but is used in this by-law to refer to Town streets and “highway” refers to provincial highways;

“Town” means The Town of St. Stephen.

1(2) Words and phrases included in this by-law and not defined in subsection 1 have the same meaning as found in the *Motor Vehicle Act*.

ENFORCEMENT

- 2** The direction of vehicular and pedestrian traffic in the Town is under the jurisdiction of the RCMP Detachment Commander.
- 3** It shall be the duty of all members of the St. Stephen Detachment of the RCMP, and the By-law Enforcement Officer where authorized by by-law, to enforce traffic by-laws of the Town and the *Motor Vehicle Act* of the Province of New Brunswick.
- 4** The RCMP and the By-law Enforcement Officer are authorized in case of an accident, emergency or parade to re-route traffic and to prohibit the movement of traffic on any street or highway in the Town.
- 5(1)** No parade shall be held in the Town without first obtaining permission in writing from the Chief Administrative Officer who shall notify the RCMP Detachment of all approved parades, time and location.
- 5(2)** If a parade is scheduled for a provincial highway, the Chief Administrative Officer shall advise the District Transportation Engineer in writing with adequate notice and include assurances that all relevant safety factors have been addressed.

TRUCK ROUTES

- 6(1)** The highways, or portions of highways, designated in Schedule "A" attached hereto are truck routes within the Town.
- 6(2)** The driver of a vehicle having a gross weight of 4500 kilograms or more shall not use any street within the Town except a truck route provided that the driver may, for the purposes of delivering or taking delivery of a load at a point of delivery within the Town not immediately accessible to a truck route, and of returning therefrom, use the truck route to and from the entrance thereon, nearest the point of delivery and use the street not being a truck route which provides the shortest route between the truck route and the point of delivery.
- 6(3)** Subsection (2) does not apply to motor vehicles owned by the Town, or to Her Majesty the Queen, their contractors or agents involved in the performance of their duties for the Town or the Queen.
- 6(4)** The driver of a truck engaged in activities related to construction work within the Town, except for a designated truck route, shall not use any street in the site construction area except an access route between the designated truck and the construction site described for use at a particular site upon application to and approval by the Chief Administrative Officer.

7 Notwithstanding the foregoing sections, the Council may, in its discretion upon application in writing by the truck operator and/or owner and good cause being shown therefore, issue a special permit, authorizing the applicant to take the tractor only from the truck route to his/her place of residence or to operate or move a truck on any street in the Town, and the said permit shall be signed by the Chief Administrative Officer and may include a time limit.

DISABLED PARKING

8 No person shall park a vehicle on a street in a location reserved for parking by disabled persons unless there is displayed on or in the vehicle a disabled persons identification plate, permit or placard issued by the Registrar of Motor Vehicles for the Province and disabled parking shall be identified, and designated in Schedule "B" of this by-law.

ANGLE AND PARALLEL PARKING

9(1) Where angle parking is permitted, a vehicle shall be parked at an angle of 45° to the curb or boundary of such street, so that the front of the vehicle is nearest to the curb or boundary of the street. .

9(2) When angle or parallel parking spaces are indicated by suitable markings, no vehicle shall be stopped except within the marked limits of a parking space.

9(3) No person shall park a vehicle for more than two (2) hours on King Street and Milltown Boulevard on the side and between the limits designated in Schedule "C" of this by-law.

PARKING RESTRICTIONS

10 No person shall park a vehicle, at any time, at the side of the streets or portions of streets between the limits designated in Schedule "D" hereto attached and forming part of this by-law.

11 For snow removal purposes, during the period from the 15th day of November in any year to the 31st day of March in the following year, no person shall park any vehicle unattended on any street within the Town between the hours of midnight and 7:00 AM.

STOP AND YIELD SIGNS

12 Stop signs and yield signs shall be erected on streets as designated in Schedule "E" hereto attached and forming part of this by-law.

TRAFFIC LIGHTS

13 Traffic lights shall be erected on streets as designated in Schedule "F" attached hereto and forming part of this by-law.

ONE-WAY STREETS

14 One-way streets shall be the locations described in Schedule "G" hereto attached and forming part of this by-law.

SPEED LIMITS

15 When water, mud or slush is laying on any street every driver shall reduce the speed of his vehicle so as to avoid splashing any pedestrian.

PEDESTRIAN CROSSWALKS

16 Pedestrian crosswalks shall be the locations described in Schedule "H" hereto attached and forming part of this by-law.

SCHOOL CROSSWALKS

17 School crosswalks shall be the locations described in Schedule "I" hereto attached and forming part of this by-law.

SIGNS

18(1) Except where permitted by by-law, no person shall place or erect, or cause to be placed or erected, any signs advertising any goods or services on or attached to any utility pole or tree within the limits of any street, highway or sidewalk right-of-way within the Town.

18(2) The By-law Enforcement Officer or any Peace Officer may remove, or cause to be removed, any sign placed in the areas specified in subsection (1).

18(3) Unless claimed by the owner, all signs removed as contemplated by subsection (2) may be destroyed seven (7) days after their removal.

18(4) Nothing herein contained shall be construed to prevent any governmental authority from erecting any traffic control devices, informational signs or directional signs.

18(5) No person shall place, erect, affix or maintain or cause to be placed, erected, affixed or maintained upon a building within the Town any sign, pole, luminaries, advertising device or any goods, wares or merchandise which projects over a street.

18(6) Where this section is inconsistent with a provincial regulation or Town by-law respecting advertising on or near public streets, the more restrictive regulations shall apply.

GENERAL

- 19** No construction, repair or alteration of a building abutting a street, which necessitates the occupancy of a sidewalk or roadway in front of such building, shall be commenced until permission has been obtained in writing from the Chief Administrative Officer.
- 20** No person shall move, or cause to be moved, a building along any street without having obtained permission in writing from the Chief Administrative Officer and from the Minister of Transportation and Infrastructure for any provincially designated highways.
- 21** On a street no person shall move, haul or cause to be moved or hauled, any logs, lumber or other material so that it comes in contact with the street.
- 22** The owner of a building situated within three (3) metres of a street and having a roof sloping towards such street shall keep such roof free from snow and ice.
- 23** Every person while engaged in removing snow or ice from the roof of a building shall exercise due precautions to prevent injury or damage to persons or property on the street.
- 24** No person shall place snow or ice on any street or highway, sidewalk or square in such a manner that impedes, or is likely to impede, the movement of traffic or pedestrians thereon.
- 25** No person or business shall permit water to fall upon a sidewalk from the roof of a building owned or occupied by that person.
- 26** Without the permission of the Chief Administrative Officer, no person shall place, or cause to be placed, on a street or highway or sidewalk any lumber, stone, brick, lime, building material, earth, ashes, cinders, firewood, containers, other material, or any goods, wares or merchandise for sale or display, or directional signs for residential developments and from the Minister of Transportation and Infrastructure on provincially designated highways.
- 27** No person shall place or string across any street an advertising device without the permission in writing from the Council, and the device shall not remain in place for a period longer than is permitted by Council, and in the case of provincially designated highways, the Chief Administrative Officer shall advise the District Transportation Engineer in writing with adequate notice and include assurances that all relevant safety factors have been addressed.
- 28** Subject to this by-law, no person shall coast or slide or operate a sled, toboggan, wagon, skateboard, roller blades, or other device on a street or highway in the Town.
- 29** No person shall operate a snowmobile or all terrain vehicles on a street, highway, or sidewalk in the Town.
- 30** No person shall stop or operate a vehicle within ten (10) meters from the rear of all snow removal and plowing equipment while such vehicle is in operation.

31 No person shall wash a motor vehicle or trailer on any public street or square.

PENALTY PROVISION

32(1) A person who violates or fails to comply with any provision of this by-law is guilty of an offence and upon conviction is liable to a fine of not less than fifty dollars (\$50.00) and not more than one hundred and twenty-five dollars (\$125.00).

32(2) Fines imposed pursuant to subsection (1) shall be recoverable under the *Provincial Offences Procedures Act*, S.N.B. 1987, Ch. P-22.1.

32(3) Any person who violates or fails to comply with any provision of this by-law and is convicted for the same offence for a second or subsequent time is liable to a fine of not less than one hundred dollars (\$100.00) and not more than one hundred and twenty-five dollars (\$125.00). All such fines shall be recoverable under the *Provincial Offences Procedures Act*, S.N.B. 1987, c.P-22.1.

32(4) Subject to being liable for points required to be assessed against the driver for a conviction, a payment made under Section 32 (1) and (3) shall constitute a full satisfaction, release and discharge of all penalties and imprisonment incurred by such person for such violation.

REPEAL PROVISION

33 By-law No. T-1, A By-law to Regulate Vehicular Traffic in The Town of St. Stephen, enacted on May 3, 2004 and all amendments is hereby repealed.

IN WITNESS WHEREOF The Town of St. Stephen has caused its corporate seal to be hereunto affixed to this by-law the _____ day of _____, 2012.

FIRST READING: _____ July 23, 2012

SECOND READING:

THIRD READING AND ENACTED:

Mayor

Town Clerk

TRAFFIC BY-LAW - TRUCK ROUTES
SCHEDULE "A"

1. King Street
2. Milltown Boulevard
3. Church Street
4. Pleasant Street
5. St. Stephen Drive
6. Route 740
7. International Bridge Street
8. Route 170 from the Traffic Circle East to the town limits

TRAFFIC BY-LAW - DISABLED PARKING
SCHEDULE "B"

1. Wharf Parking Area
2. Charlotte Mall
3. Atlantic Superstore
4. Shoppers Drug Mart
5. Miss D's
6. Municipal RCMP Parking Lot
7. Bank of Nova Scotia
8. Royal Bank
9. St. Stephen Legion
10. Canadian Tire
11. Salmon Falls Seniors Building
12. Milltown Legion
13. Border Arena
14. Ganong Complex
15. Charlotte County Hospital
16. St. Stephen Library
17. Lincourt Manor
18. Kent Building Supplies
19. Sobeys
20. Subway
21. A&W
22. Cotton Mill Memorial
23. St. Stephen High School

TRAFFIC BY-LAW - PARKING RESTRICTIONS – TWO (2) HOUR PARKING
SCHEDULE "C"

1. King Street –Milltown Boulevard to McColl Street – West Side
2. King Street – Milltown Boulevard to civic Number 65 – East Side
3. St. Stephen Wharf Parking Lot – Foot of King Street – All spaces
4. Milltown Blvd – Civic Address # 1 – 15 meters East of Crosswalk at Mark St. – North Side
5. Milltown Blvd – North Side – West of Mark St – To 15 meters East of Crosswalk at Main Street
6. Milltown Blvd – North Side West of Main St. – To Watson Street
7. Milltown Blvd - Civic address #26 to 7.5 meters East of Crosswalk at Mark Street – South Side
8. Milltown Blvd – 15 meters West of Crosswalk at Mark Street to 7.5 meters east of Crosswalk at Main Street – South Side
9. Milltown Blvd. – 15 Meters West of Crosswalk at Main Street to Civic # 204
Milltown Blvd. – South Side

TRAFFIC BY-LAW - PARKING RESTRICTIONS
AT ANY TIME - SCHEDULE "D"

1. Armstrong Street – Between Churchill & Duke Streets – North Side
2. Budd Avenue – Milltown Boulevard to end of Library property – Both Sides
3. Princess Street to East end of Budd Avenue – Both Sides
4. No Truck Parking from East end of Library property Princess Street– South Sides
5. Church Street – Between Milltown Boulevard & Queensway – East Side
6. Church Street – West side from Queensway to St. Peter's Church
7. Dow Street – Both Sides
8. Garden Street – North Side
9. George Street – East End
10. King Street – Between Railway Tracks & Kings Court – Both Sides
11. King Street East of Kings Court 15 meters prior to the School Crosswalk-North Side
12. King Street East of Kings Court 15 meters prior to the School Crosswalk – South Side
13. King Street between #65 & 71
14. Kings Court – Between school entrance & King Street – North Side
15. Marks Street – East Side – 30 meters South of crosswalk
16. Marks Street – East Side -15 meters North of crosswalk
17. Marks Street – West Side – 15 meters South of crosswalk
18. Marks Street – West Side – 30 meters North of crosswalk
19. Milltown Boulevard at #204 (Canada Customs)
20. Milltown Boulevard – All entrances to Waterfront – Both Sides
21. Milltown Boulevard & King Street – On either side of #1 Milltown Boulevard
22. Milltown Boulevard & Marks Street – North Side 15 meters East of crosswalk
23. Milltown Boulevard & Marks Street – North Side 7.5 meters West of crosswalk
24. Milltown Boulevard & Marks Street – South Side 15 meters West of crosswalk
25. Milltown Boulevard & Marks Street – South Side 7.5 meters East of crosswalk
26. Milltown Boulevard & Main Street – South Side 15 meters West of crosswalk
27. Milltown Boulevard & Main Street – South Side 7.5 meters East of crosswalk
28. Milltown Boulevard & Main Street – North Side 15 meters East of crosswalk
29. Milltown Boulevard & Main Street – North Side 7.5 meters West of crosswalk
30. Milltown Boulevard – From #150 to Waterfront Entrance
31. Milltown Boulevard – From #102 to driveway Waterfront Exit
32. Milltown Boulevard – From #42 to Waterfront Entrance

33. Milltown Boulevard – From #112 to Waterfront Exit
34. Milltown Boulevard & Centre Street – North Side – 65 meters East of crosswalk
35. Milltown Boulevard & Centre Street – North Side – 65 meters West of crosswalk
36. Milltown Boulevard & Centre Street – South Side – 65 meters East of crosswalk
37. Milltown Boulevard & Centre Street – South Side – 65 meters West of crosswalk
38. McColl Street – Between King Street & Dead End – North Side
39. Porter Street – Between Union & Queen Streets – East Side
40. Prince William Street – Between #38 & intersection of Princess Street – South Side
41. Prince William Street – Wall Street to Railway Tracks – South Side
42. Princess Street – Between Armstrong & Prince William Streets – East Side
43. Queen Street East – From corner of King Street, 100 meters, both sides
44. Queen Street West – Between Marks & Main Streets – North Side
45. School Street – corner Union Street to Middle School entrance to Pool – East Side
46. St. Croix Street – East end
47. Union Street – All commercial vehicles 4500 kg or more
48. Veazey Street – in front of #2- West Side
49. Young Street – All commercial vehicles 4500 kg or more
50. Young Street – From Carmen's Diner to Lisgar Street – North Side

TRAFFIC BY-LAW - STOP & YIELD SIGNS
SCHEDULE "E"

<u>Street</u>	<u>Sign</u>
Abbott Street at Queen Street East	Stop
Aberdeen Street at Lisgar Street	Stop
Aberdeen Street at Marks Street	Stop
Albert Street at Main Street	Stop
Albert Street at Rose Street	Stop
Armstrong Street at Duke Street	Stop
Armstrong Street at Princess Street	Stop
Bell Avenue at Pleasant Street	Stop
Belliveau Avenue at Riverside Drive	Yield
Birchwood Court at Thompson Avenue	Stop
Boundary Street at Milltown Boulevard	Stop
Brewer's Lane at Church Street	Stop
Brook Street at Queen Street West	Stop
Buchanan Street at Milltown Boulevard	Stop
Budd Avenue at King Street	Yield
Burton Avenue at Milltown Boulevard	Stop
Carleton Street at Main Street	Stop
Carleton Street at Rose Street	Stop
Carleton Street at School Street	Stop
Cedar Street at Elm Street	Stop
Cedar Street at Pine Street	Stop
Cemetery Road at West Street	Stop
Centre Street at Milltown Boulevard	Stop
Centre Street at Queensway	Stop
Chocolate Drive at King Street	Stop
Churchill Street at Prince William Street	Stop
Churchill Street and Armstrong	Stop
Churchill Street at Budd Avenue	Stop
Churchill Street at Queen Street East	Stop
Cotton Mill Lane at Milltown Boulevard	Stop
Cove Street at Milltown Boulevard	Stop
Cove Street at Union Street	Stop
Deacon Lane at Pleasant Street	Stop
Dow Street at Hawthorne Street	Stop
Dow Street at West Street	Stop
Duke Street at Prince William Street	Stop
Duke Street at Queen Street East - North & South	Stop
Eaton Street at Green Street	Stop
Edgewood Street at Hill Street	Stop
Edwin Street at Marks Street	Stop

TRAFFIC BY-LAW - STOP & YIELD SIGNS
SCHEDULE "E" CONTINUED

Edwin Street at Union Street	Stop
Elizabeth Street at Main Street	Stop
Elizabeth Street at Rose Street	Stop
Elm Park Street at Pinewood Drive	Stop
Elm Street at Queen Street West - North & South	Stop
Elm Street at Union Street	Stop
Garden Street at Thompson Avenue	Stop
George Street at Main Street - East & West	Stop
Green Street at Pleasant Street	Stop
Hamilton Lane at King Street	Stop
Hartford lane at Milltown Boulevard	Stop
Hartford Lane at West Street	Stop
Hawthorne Street at Milltown Boulevard	Stop
Hawthorne Street at Union Street	4 way Stop
Hayman Avenue at Union Street	Stop
Hill Street at Milltown Boulevard	Stop
Hill Street at Queensway	4 way Stop
Hospital Exit at Prince William Street	Stop
Hospital Exit at Garden Street	Stop
Kings Court Street at King Street	Stop
Lindsay Lane at Queen Street West	Stop
Lisgar Street at Queen Street West	Stop
Lisgar Street at Groom Street	Stop
Main Street at Milltown Boulevard	Stop
Main Street at Union Street — North & South	Stop
Main Street at Queen Street West — North & South	Stop
Maple Street at Spring Street	Stop
Marks Street at Milltown Boulevard	Stop
Marks Street at Union Street — North & South	Stop
Marks Street at Queen Street West — North & South	Stop

TRAFFIC BY-LAW - STOP & YIELD SIGNS
SCHEDULE "E" CONTINUED

Maplewood Court at Thompson Avenue	Stop
McColl Street at King Street	Stop
Moore's Lane at Pleasant Street	Yield
Murchie Avenue at Riverside Drive	Stop
Murchie Avenue at Milltown Boulevard	Stop
Nesbitt Avenue at Porter Street	Stop
Pagan Street at Princess Street	Stop
Pagan Street at Duke Street	Stop
Parkwood Drive at Elm Street	Stop
Parkwood Drive at Hawthorne Street	Stop
Pine Street at Parkwood Drive	Stop
Pine Street at Queen Street West - North & South	Stop
Pine Street at Union Street	Stop
Pinewood Drive at Spring Street	Stop
Porter Street at Queen Street West	Stop
Porter Street at Union Street	Stop
Princess Street at Prince William Street	Stop
Princess Street at Queen Street East - North & South	Stop
Queen Street West at Hawthorne Street	Stop
Queen Street East at Thompson Avenue	Stop
Queen Street at Princess Street	Stop
Queensway at Church Street - East & West	Stop
Queensway at Pleasant Street	Stop
Riverside Drive at Milltown Boulevard - North & South	Stop
Riverside Drive at Pleasant Street	Stop
Rose Street at Queen Street West	Stop
Rose Street at Union Street	Stop
Ross Avenue at Church Street	Stop
Rushton Street at Milltown Boulevard	Stop
Rushton Street at Union Street - North & South	Stop
Rushton Street at Veazey Street	Stop
St. Croix Street at Main Street - East & West	Stop
St. James Street at Hill Street	Stop
Schoodic Street at Milltown Boulevard	Stop

TRAFFIC BY-LAW - STOP & YIELD SIGNS
SCHEDULE "E" CONTINUED

Schoodic Street at West Street	Stop
School Street at Queen Street West	Stop
School Street at Union Street	Stop
Spring Street at Pleasant Street	Stop
Tilley Street at King Street	Stop
Thompson Avenue at Prince William Street	Stop
Todd Street at Pleasant Street	Yield
Union Street at Boundary Street West	Stop
Veazey Street at Union Street	Stop
Veazey Street at Victoria Street - East & West	Stop
Victor Street at King Street	Stop
Victoria Street at Elm Street	Stop
Victoria Street at Rose Street - East & West	Stop
Wall Street at Prince William Street	Stop
Waterfront Exits at Milltown Boulevard	Stop
Watson Street at Milltown Boulevard	Stop
Watson Street at Union Street	Stop
West Street at Milltown Boulevard	Stop
West Street at Union Street	Stop
Young Street at King Street	Stop
Young Street at Lisgar Street	Stop

TRAFFIC BYLAW - TRAFFIC LIGHTS
SCHEDULE "F"

1. King Street and Charlotte Mall Entrance
2. King Street and Queen Street
3. King Street and Union Street/Prince William Street
4. King Street – Atlantic Superstore and Kent Building Supplies
5. King and Milltown Boulevard

TRAFFIC BYLAW - ONE WAY STREET SIGNS
SCHEDULE "G"

1. Deacon Lane - Milltown Boulevard to Pleasant Street
2. Duke Street - South of Prince William Street to Pagan Street
3. Burton Street - Milltown Boulevard to King Street
4. Post Cove Road - King Street to Budd Avenue
5. Vroom Avenue – Post Cove Road to Milltown Boulevard
6. Burton Street – King Street to Heritage Parking Lot

TRAFFIC BYLAW - PEDESTRIAN CROSSWALKS
SCHEDULE "H"

1. Milltown Boulevard & Marks Street
2. Milltown Boulevard & Main Street
3. Milltown Boulevard & Pleasant Street
4. Queen Street East & Abbott Street
5. Queen Street East & Princess Street
6. Queen Street East & Duke Street
7. Queen Street West & Porter Street
8. Queen Street West & School Street
9. Union Street & School Street

TRAFFIC BY-LAW –SCHOOL CROSSWALKS
SCHEDULE “I”

1. King Street at Kings Court
2. Milltown Boulevard – Milltown Elementary School
3. Marks Street – St. Stephen Middle School

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

BY-LAW NO. Z-1.1 – “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

THAT By-Law No. Z-1.1 – “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.

TOWN OF ST. STEPHEN

BY-LAW NO. Z-1.1

A BY-LAW TO AMEND BY-LAW NO. Z-1, BEING THE TOWN OF ST. STEPHEN
ZONING BY-LAW

Be it enacted by the Council of the Town of St. Stephen as follows:

1 Subsection **9.3.6 Portable Signs** be added under Section **9.0 SIGNAGE** which reads as follows:

9.3.6 Portable Signs

- (1) *Portable signs* shall be permitted in the Large Format Commercial (LFC), Institutional (INST) and Commercial Mix (CM) Zones provided that:
 - (a) no *portable sign* shall exceed a maximum size of 5m² (54ft²) in total surface area;
 - (b) a *portable sign* is not illuminated;
 - (c) no more than one *portable sign* is provided per lot;
 - (d) a *portable sign* is not located:
 - (i) on public property;
 - (ii) on a parking space or driveway; or
 - (iii) within a *site triangle*.
 - (e) a *portable sign* must advertise for an on-site business.
 - (f) no *portable sign* shall be in place for longer than a 15 day period, unless renewed;
 - (g) no *portable sign* shall be renewed more than three times per calendar year except for *portable signs* for a community or non-profit group event, which may be renewed a maximum of four times per calendar year.

IN WITNESS WHEREOF the Town of St. Stephen has caused the corporate seal of the said Town to be affixed to this By-Law the _____ day of _____, 2012.

First Reading: July 23, 2012

Second Reading:

Third Reading and Enactment:

John Quartermain, Mayor

Joan M. Flewelling, Town Clerk

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

THAT the Royal Canadian Mounted Police (RCMP) July 2012 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.



**Royal Canadian Mounted Police
St. Stephen Municipal Post
District # 1**

**POLICE REPORT
July 2012**

Council / Mayor's Report:

This report for St. Stephen RCMP covers the period of **July 01, 2012 to July 31, 2012 inclusive**. During this time period, the RCMP responded to 259 calls for service within the municipality of St. Stephen.

TRAFFIC DETAIL:

Checkstop	2
Tickets	9
Traffic Collision Property Damage	4
Warnings	13

PROVINCIAL STATUTES:

Child Welfare Act	1
Driver Permit Recoveries	1
Fail to Stop or Remain at Accident Scene	3
Family Relations Act	3
False Abandoned 911	8
Fire Prevention Act	1
Intoxicated Persons Detention Act	2
Liquor Act	1
Mental Health Act	8
Moving Traffic – Speeding	1
Municipal Bylaws	5
Off- Road Vehicle Act	1
Other Moving Traffic Violations – Provincial	4
Trespass Act	1

CRIMINAL CODE:

Arson – damage to property	2
Assault	13
Breach and Enter Business	2
Break and Enter Other	1
Break and Enter Residence	4
Criminal Harassment	1
Disturbing the Peace	9

**Royal Canadian Mounted Police
St. Stephen Municipal Post
District #1
POLICE REPORT – July 2012**

Continued from Page 1

Fail to comply with probation	2
Fail to Comply with an Undertaking	4
Fraud less than or equal to \$5000	1
Fraud greater than \$5000	1
Harassing phone calls	2
Impaired Operation of Motor Vehicle	1
Mischief damage to and/or Obstruct Enjoyment of Property	14
Nudity – public property/private property	1
Other theft under \$5000	8
Possession of property obtained by crime less than \$5000	1
Sexual assault	1
Theft from under \$5000 from a motor vehicle	3
Theft of bicycle under or equal to \$5000	1
Theft under or equal to \$5000 – shoplifting	1
Uttering Threats Against Person	6
Uttering Threats Against Property or an Animal	2

OTHER FEDERAL STATUES:

Controlled Drugs & Substance Act	1
Possession Schedule VIII Cannabis Marihuana 30 grams or less	1

OTHER INVESTIGATIONS:

Assistance to Canadian Police	2
Assistance to Canadian Provincial Department	3
Assistance to General Public	5
Breach of Peace	3
Crime Prevention	1
False Alarms	5
Lost & Found	1
Missing Person	2
Offender Management	6
Police Certificates	72
Property check	1
Request to locate individual	1
Suspicious Person/vehicle	6

**Royal Canadian Mounted Police
St. Stephen Municipal Post
District #1
POLICE REPORT – July 2012**

Continued from Page 2

SUMMARY OF ARRESTS/CHARGES/PRISONERS:

Arrested	13
Charged	16
Cleared Otherwise	12
Prisoners	3

**(R.W. MacKnight), Sgt.
Operations NCO i/c St. Stephen Post
Royal Canadian Mounted Police**

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

PARKING SPACES – PROVINCIAL GOVERNMENT EMPLOYEES

THAT the paid bill in the amount of \$565.00 (five hundred and sixty-five dollars), including HST, to the St. Stephen Inn for rental of their parking lot to accommodate 10 (ten) Provincial Government employees' vehicles between July 20 – September 18, 2012 during preparation of the Garcelon Civic Center foundation be approved.

26-Jul-12

Invoice #: 20120720

ST STEPHEN INN

99 King Street
St Stephen, NB E3L 2C6
Phone: (506)-466-1814; Fax: (506)-466-6148

St. Stephen Town/ sid lodhi
103 Milltown Blvd

5066402081

Parking: form: July 20/12
to: Sep.18/12
60 days

Date	Description	Reference	Charges	Payment	Balance
July 20/2012	Parking Lot		500.00		
	HST		= 65.00		
			<hr/>		
			565.00		565.00

Have a good trip. To make your next reservation, call us 1-800-565-3088

HST Refrence #: 865029516

Charge Detail:

Check In	Nights	Rate	HST	Total
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Toatl

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

BOYS & GIRLS CLUB OF CHARLOTTE COUNTY INC. – GRANT

WHEREAS the Boys & Girls Club of Charlotte County Inc. has requested that the Town provide to it a yearly grant in the amount of \$5,000 (five thousand dollars) for a period of 10 (ten) years beginning in 2013;

AND WHEREAS Council of the Town of St. Stephen has approved, in principle, that the Chief Administrative Officer establish a \$5,000.00 (five thousand dollars) grant line item for the 2013 budget, and to continue, not exceeding 10 (ten) years, subject to the submission of an acceptable business case by the Boys & Girls Club of Charlotte County Inc. outlining the requirement of the funding request and the benefit to the St. Stephen residents, and further that the business case must be reviewed and approved by the Chief Administrative Officer prior to September 1, 2012;

AND WHEREAS the Chief Administrative Officer has reviewed and approved the business case presented by the Boys & Girls Club of Charlotte County Inc., and recommends that the Town provide the requested grant upon the terms and conditions set out in the attached letter agreement;

NOW THEREFORE BE IT RESOLVED:

THAT the letter agreement between the Town of St. Stephen and the Boys & Girls Club of Charlotte County Inc., in the form presented to Council (the "Letter Agreement"), is hereby approved;

THAT the Mayor and Clerk be authorized to sign the Letter Agreement and any other documentation related thereto;

THAT pursuant to the Letter Agreement, the Town of St. Stephen directs the Chief Administrative Officer to establish a \$5,000.00 (five thousand dollars) grant line item for the 2013 budget for the Boys & Girls Club of Charlotte County Inc., and to continue such grant line item for the future budget years, not exceeding 10 (ten) years, subject to the Boys & Girls Club of Charlotte County Inc. agreeing to and complying with the terms and conditions set out in the Letter Agreement.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

GROUND CONSTRUCTION DEBRIS – BOUNDARY STREET

THAT the Council of the Town of St. Stephen directs the Chief Administrative Officer to halt all miscellaneous dumping of ground construction debris at 34 Boundary Street, also known as Property Identifier Number (PID #) 01308378.

AND FURTHER THAT the Chief Administrative Officer, in consultation with the Director of Operations, seek an alternative site at the most reasonable cost.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

PENSION PLAN REVIEW – TOWN OF ST. STEPHEN EMPLOYEES

THAT the Council of the Town of St. Stephen authorizes the Town Clerk's Office to send a letter to the Board of Trustees seeking their support or in the alternative their suggestions, with the assistance of their actuaries, to examine the long term viability of the existing defined benefit plan and, for information purposes only, review the potential of implementing:

- On a go forward basis - plan design and structural changes
- On a go forward basis - a defined contribution pension plan
- On a go forward basis - a hybrid plan (defined benefit and defined contribution plan)

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

**TOWN OF ST. STEPHEN – PROPOSED FIVE YEAR PLAN 2013 – 2017 –
DESIGNATED HIGHWAY PROGRAM**

THAT the Council of the Town of St. Stephen approves the attached Proposed Five Year Plan 2013 – 2017 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.

TOWN OF ST. STEPHEN
DESIGNATED HIGHWAYS
FIVE YEAR PRIORITIES

Year 2013

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

Year 2014

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 2015

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

Year 2016

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

Year 2017

Mill and Seal Milltown Blvd., Watson St.
to civic # 267 - 350 meters \$120,000

Seal Milltown Blvd., civic # 267 to
Milltown Customs - 2550 meters \$550,000

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

TOWN TRUCK – DEPARTMENT OF PARKS AND RECREATION

THAT the Council of the Town of St. Stephen authorizes the release of the vehicle and registration on the 2004 Chevrolet C1500 PK truck, Serial No. 1GCEC14X34Z128874, which had been used by the Department of Parks and Recreation, and is no longer operable due to an accident, to Granite Claims Solutions in order to close the claim file.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

AMENDING OF RESOLUTION (THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER – CONSTRUCTION COMMITTEE COMPOSITION)

THAT Resolution # 149/12 as stated in the Minutes of July 23, 2012, which reads

THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER – CONSTRUCTION COMMITTEE COMPOSITION

THAT the Council of the Town of St. Stephen accepts, in addition to the previously appointed Mayor John Quartermain and Councillor Debbie MacDonald, the following as members of the Civic Center Construction Committee: CAO John Ferguson; Project Manager Ed Farren; and Financial Advisor/Project Accountant Frank Godsoe.

AND FURTHER THAT the Civic Center Construction Committee shall keep all members of Council updated on a monthly basis. **CARRIED**

be amended by adding Sid Lodhi, Project Engineer, and Alison Estey, Recording Secretary, as members of the Civic Center Construction Committee.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

FEDERATION OF CANADIAN MUNICIPALITIES – LONG TERM FINANCING AND GRANT APPLICATION

THAT the Council of the Town of St. Stephen authorizes the Chief Administrative Officer to send an application to the Federation of Canadian Municipalities (FCM) for long term financing of eligible construction costs of the Town of St. Stephen's Garcelon Civic Center up to a maximum of \$3,800,000 (three million, eight hundred thousand dollars) under the FCM's Green Municipal Funding Program, and to apply for a grant of up to 20% (twenty per cent) of the approved loan.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

RESCINDING OF RESOLUTION (THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER PROJECT – CAPITAL EXPENDITURE POLICY)

THAT Resolution # 320/11 as stated in the Minutes of December 19, 2011, which reads

THAT the Council of the Town of St. Stephen approves The Town of St. Stephen's Garcelon Civic Center Project – Capital Expenditure Policy dated December 1, 2011 (copy attached), and directs the Chief Administrative Officer and Treasurer to review all Capital expenditures related to The Town of St. Stephen's Garcelon Civic Center Project for compliance with the policy. **CARRIED**

be rescinded effective immediately.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

**THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER CONSTRUCTION
COMMITTEE AND EXPENDITURE POLICY**

THAT the Council of the Town of St. Stephen approves the Town of St. Stephen's Garcelon Civic Center Construction Committee and Expenditure Policy No. 55 attached.



TOWN OF ST. STEPHEN

POLICY

Title: **The Town of St. Stephen's Garcelon Civic Center Construction Committee and Expenditure Policy** Policy No. 55
Page 1 of 4
Effective Date: August 27, 2012

Part 1: The Town of St. Stephen's Garcelon Civic Center Construction Committee

Purpose:

That the roles and responsibilities of the Town of St. Stephen's Garcelon Civic Center Construction Committee will be as follows:

The Committee is an advisory committee consisting of the Mayor and one or more Councillors, chosen by Council, with advisory personnel to assist with the effective management of the Committee.

The Roles of the Committee are to:

- Provide guidance to the Mayor and Council on the overall design and scope of the project.
- Evaluate specific changes to blueprint of the project to maximize efficiency and effectiveness of the design, within context of the overall approved design.
- Approve minor design changes where those changes approve efficiency and effectiveness of the overall design and do not result in any budgetary or scope changes to the project. Changes resulting in budgetary considerations are to be managed in accordance with expenditure policy for the Civic Center project.
- Recommend more extensive design/scope changes where those changes would change the overall design or scope of the project or where those changes result in budgetary changes to the project.
- Provide overall responsibility for the management of the project, on behalf of the Town of St. Stephen and on behalf of Council, as directed by Council, including receiving of regular reports from external project manager or other consultants.
- Ensure that the Mayor and Council are provided with regular information on the progress of the project or any matter which requires approval of Council to proceed.

Responsibilities of Committee Members:

- Mayor and appointed Councillor(s) – Provide guidance to the Committee as representatives of Council and have ultimate responsibility for approval of any decisions of the Committee, including decision to recommend Committee decisions to Council for approval.
- Other members (chosen and/or invited) - Will provide guidance to the Committee based on their respective roles such as the Chief Administrative Officer, Project Manager, Project Accountant and Recording Secretary.
- As directed by the Expenditure Policy all timing and procedural matters are to be brought forward by the Chief Administrative Officer for consideration by the Committee to enable the Committee to provide advice and guidance to Council.
- All members will be invited, and expected, to provide comments where those comments assist the Mayor and appointed Councillor(s) to come to the proper conclusions and/or decisions, including the decision to make recommendations to Council for approval.
- All members of the Committee will be permitted to obtain copies of the minutes of any meeting and the Mayor and any appointed Councillors must be provided a copy of the minutes of any meeting, in their absence, prior to any decision being made.
- Decisions of the Committee are not binding until approved by Council unless such decision is minor in nature and does not result in any financial or material structural changes.

Part 2: The Town of St. Stephen's Garcelon Civic Center Expenditure Policy

Purpose:

That the policy of the Town of St. Stephen for the authorization and approval for expenditures incurred on behalf of the Town of St. Stephen's Garcelon Civic Center Project will be as follows:

Authorization for Work Performed:

1. All expenditures are to be authorized by Council prior to expenditure being incurred, or authorized, unless subject to emergency provisions or minor expenditures approved by the Chief Administrative Officer as directed by this policy.
2. Emergency provisions apply when, at the direction of the External Project Manager Professional Engineer, approval for the expenditure is required to mitigate an environmental issue that in the absence of immediate response would, in the opinion of the professional engineer, result in the Town not being in compliance with Environmental standards, or could result in the potential for loss of life or property if not acted upon immediately.
3. All expenditures outside of previously authorized limits by Council require the authorization of the Project Manager (Engineer for emergency authorizations), Project Accountant or Treasurer, Chief Administrative Officer and Mayor prior to commencement of the work being performed.
4. Evidence for all expenditures are to be by Purchase Order signed by the above.
5. Previously approved (budgeted) expenditures are to be evidenced by a copy of the Council Resolution and signed by the Project Manager, Project Accountant and Chief Administrative Officer and submitted for final approval to the Mayor and Treasurer.
6. Chief Administrative Officer has authority to approve minor expenditures up to a limit of \$1,000.00. Such expenditures will be evidenced by a Purchase Order signed by the Project Manager, Project Accountant and Chief Administrative Officer.
7. Expenditures over \$1,000.00 have to be approved by Council prior to commitment being made (except for emergency expenditures). Interim approval can be obtained by obtaining approval of a quorum of the Council members through a phone poll, with such approval ratified at the next available Council meeting. Such approval is evidenced by the signature of the Mayor. A Purchase

Order signed by the Project Manager, Project Accountant, Chief Administrative Officer and Mayor is required to commence work.

8. Council is to be informed at the next available Committee meeting of all expenditures authorized, or payments made, and the nature of the authorization or payment. Ratification to occur at the next Council meeting.

Payment Approval Procedure for all Expenditures:

1. The Construction Committee is responsible for oversight of the project and delegates responsibility for day to day oversight of the project to the Project Manager.
2. The Project Manager will review all invoicing and sign to evidence approval that the work completed was as approved as directed by the Policy, work was completed as billed, supporting documentation is available to support costs within the scope and terms of the Contract or approval as evidenced by Purchase Order.
3. The Project Accountant is responsible for reviewing all invoices submitted for payment to ensure that the External Project Manager has provided their assurance as to work completed and invoiced and will review to ensure that the invoice meets audit and compliance criteria as required by our auditors and funding partners for payment of claims submitted. The Project Accountant will determine and expedite filing of claims to various funding partners as required to maximize receipt of cash flows.
4. The Chief Administrative Officer will review the work completed by the External Project Manager and Project Accountant and provide final approval for payment. The Chief Administrative Officer will ensure that the expenditure meets the conditions of the expenditure policy and prior Council approval had been obtained prior to the expenditure unless otherwise directed by this policy. The Chief Administrative Officer will ensure that all timing or procedural matters are brought forward for consideration by the Construction Committee.

Approved: _____
Town Clerk

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

APPOINTMENT OF "HEAD" UNDER THE RIGHT TO INFORMATION AND PROTECTION OF PRIVACY ACT

BE IT RESOLVED THAT the Council of the Town of St. Stephen hereby designates the Chief Administrative Officer to serve as the "head" of the public body, that being the Town of St. Stephen, pursuant to the *Right to Information and Protection of Privacy Act* ("Act") of the Province of New Brunswick; and

BE IT FURTHER RESOLVED THAT the Council of the Town of St. Stephen acknowledges that the Chief Administrative Officer, as "head", may delegate in writing a duty or power of the "head" under the Act to a member of the municipal staff, except the power to delegate, and can impose terms and conditions as considered appropriate and as prescribed under the Act.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

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

THAT the Council of the Town of St. Stephen grants permission to St. Stephen’s University to hold an outdoor music and arts festival (Festival of the Arts) between 4:00 p.m. and 7:00 p.m. on Friday, September 21, 2012 at 8 Main Street (front lawn on Milltown Blvd.).

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

CLOSED SESSION

THAT the Council of the Town of St. Stephen agree to move into closed session to discuss a financial matter as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*.

RESOLUTION NO.: _____

DATE: August 27, 2012

MOVED BY: _____

SECONDED BY: _____

ADJOURNMENT
THAT the meeting adjourn.