

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, APRIL 25, 2016 @ 7:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
 - (a) St. Stephen Middle School Entrepreneurial Adventure Program – Presentation by members of the SSMS Entrepreneurial Adventure Committee on their project and the Marketplace event held on March 24, 2016 at the Garcelon Civic Center.
 - (b) Community Pride Month (May 2016) – Proclamation
 - (c) Breastfeeding Friendly Community Pledge
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – March 21, 2016
 - (b) Special Council Meeting – April 18, 2016
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

 - (a) Hansard – Excerpt, John Ames, MLA, Charlotte-Campobello

COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
 - (a) Committee of Council Meeting – March 21, 2016
 - (b) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – April 13, 2016

11. STAFF REPORTS

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

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Temporary Crosswalk Guard – St. Stephen High School and St. Stephen Irving – Circle K
- (c) Out-of-Province Travel: Fire Department Members
- (d) Town-Owned Surplus Property – 2 King Street
- (e) Deed Transfer – The Royal Canadian Legion
- (f) St. Croix Ridge Runners – Walking Trail
- (g) Approval of Concerts – Milltown Bandstand and Rotary Bandstand
- (h) Awarding of Quote: 2014 Ford F-150 Extended Cab
- (i) Signage: Elm Street Nature Park
- (j) Garcelon Civic Center – Fundy Community Foundation Grant Application
- (k) Garcelon Civic Center – Canada-New Brunswick Job Grant Application
- (l) Economic Development Agreement – The Town of St. Stephen and St. Stephen Development Board Incorporated
- (m) Sale of Town-Owned Surplus Vehicles
- (n) Garcelon Civic Center – Operations/Maintenance Coordinator Position
- (o) Employment Agreement – The Town and Barbara Tucker
- (p) Awarding of Tender: RA-5 Pedestrian Signal Installation – King Street (Route 3) – Project No. 16-3395

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

PROCLAMATION
COMMUNITY PRIDE MONTH
MAY 2016

WHEREAS the Town of St. Stephen is excited to declare the month of May "Community Pride Month". This is particularly exciting in 2016 because there is a Municipal Election. There is no better time to engage the community, gather with our neighbours, and celebrate all that we have in our town than during an election - one of the basic elements of our democracy and one of our civic responsibilities!

WHEREAS "St. Stephen - the middle of everywhere!" is striving to be the best little town in the world and the enthusiasm that we generate during "Community Pride Month" will fuel the positive momentum in our town. St. Stephen is a great place to live, work, and play!

WHEREAS the Mayor and Council challenge every citizen to fully participate in "Community Pride Month"!

- Take time to tidy up your property.
- Work with our Town staff, service clubs, businesses, and other organizations to clean up our parks, streets, and other public areas.
- Host neighbourhood events with your friends and families.
- Enjoy the assets of our community and take part in the variety of events planned this month.

We have a lot to be proud of in St. Stephen!

THEREFORE, I, John Quartermain, Mayor of the Town of St. Stephen, do hereby proclaim the month of May 2016 to be "Community Pride Month".

Breastfeeding Friendly Community Pledge

The Town of St. Stephen will create a supportive environment for our employees and others in our community who choose to breastfeed by:

- o Informing all staff that the right to breastfeed anywhere, anytime is protected by the Canadian Charter of Rights and Freedoms.
- o Openly showing support by displaying the Breastfeeding Friendly sign in our buildings and posting our pledge and signs on our town website.
- o Providing a place for a mother to breastfeed discretely if requested.
- o Defending a mother's right to breastfeed in public if she is criticized for doing so.
- o Offering employees sufficient break time to either feed their infant or pump milk.

Mayor's Signature

Date



Anytime, Anywhere

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

REGULAR COUNCIL MEETING

THAT the Minutes of the Regular Council meeting held on March 21, 2016 be approved as circulated.

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, MARCH 21, 2016 @ 7:00 P.M.

1. PRAYER

2. RECORDING OF ATTENDANCE

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

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Booth

Seconded by Councillor Harding

51/16

THAT the Agenda be unanimously approved with one (1) addition: Town Grant – Future St. Stephen be added as (r) under 14. **NEW BUSINESS. CARRIED**

4. CONFLICT OF INTEREST

There were no conflicts of interest declared.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

- (a) Emily Dean – Emily Dean was unable to attend the meeting and Mayor Quartermain will present a cheque, at a future time, in the amount of \$100.00 to Emily Dean in support of her attendance at the International Shooting Sport Federation (ISSF) World Cup in Rio de Janeiro, Brazil between April 11 – 19, 2016.
- (b) Anglophone South School District – Jenny MacDougall, Director of Schools, St. Stephen Education Centre, informed Council on a District initiative, “Attendance Matters” which originated in response to a heightened awareness/concern regarding student tardiness and attendance.

Mrs. MacDougall advised that Administrators, teachers, District Office personnel and members of the District Education Council expressed their concern regarding student attendance, and to that end, a working group was formed to study the concern.

Mrs. MacDougall further advised that parents/guardians and community members hold the greatest influence with their children and asked everyone to work together to raise awareness about the importance of being present and on time for school.

- (c) St. Stephen Middle School Entrepreneurial Adventure Program – Josh Cheney, St. Stephen Middle School teacher, advised Council that the student members of SSMS Entrepreneurial Adventure Committee were not available to present tonight due to the storm day school closure, but stated he will make arrangements to have them present at a future meeting.

Mr. Cheney advised that the grade 8 Language Arts classes are collaborating with The Learning Partnership and have been working diligently with individual businesses, with most of the businesses agreeing to join together to form a “Marketplace” to sell their products or services at the Garcelon Civic Center on Thursday, March 24, 2016 from 10:00 a.m. – 2:00 p.m. All of the profits each business earns will be donated to a charity of that business’s choice.

Bob Sweeney and Amanda Daigle of Sweeney International were also in attendance and both attend regularly at the SSMS to assist the members of the SSMS Entrepreneurial Adventure Committee.

The Town of St. Stephen has partnered with Sweeney International in helping to cover the rental costs at the Garcelon Civic Center for the “Marketplace” on March 24, 2016.

6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Harding

Seconded by Councillor Maxwell

52/16

THAT the Minutes of the Regular Council meeting held on February 22, 2016 be approved as circulated. CARRIED

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Deputy Mayor MacEachern

Seconded by Councillor Pond

- 53/16 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to January 31, 2016 be received. **CARRIED**

PAID BILLS

Moved by Councillor MacDonald

Seconded by Councillor Pond

- 54/16 **THAT** the paid bills in the amount of \$669,373.86 (six hundred and sixty-nine thousand, three hundred and seventy-three dollars and eighty-six cents) be received. **CARRIED**

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 55/16 **THAT** Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Booth

Seconded by Deputy Mayor MacEachern

- 56/16 **THAT** the Minutes of the Committee of Council meeting held on February 29, 2016 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor MacDonald

Seconded by Councillor Harding

- 57/16 **THAT** the Minutes of the Committee of Council meeting held on March 1, 2016 be approved as circulated. **CARRIED**

COMMITTEES MEETING

Moved by Councillor Maxwell

Seconded by Councillor Pond

- 58/16** 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 March 9, 2016 be approved as circulated. **CARRIED**

PLANNING ADVISORY COMMITTEE MEETING

Moved by Councillor Booth

Seconded by Councillor Harding

- 59/16** THAT the Minutes of the Planning Advisory Committee meeting held on January 6, 2016, copy attached, and approved at its meeting on March 2, 2016 be accepted. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

- 60/16** THAT the following staff reports for the month of February 2016 be adopted: Chief Administrative Officer; Public Works Department; Parks and Recreation Department; Fire Department; By-Laws and Building Inspection Services; Property Management Services; Development Office; and the Garcelon Civic Center. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

No by-laws considered.

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 61/16** THAT the Royal Canadian Mounted Police February 2016 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

62/16 **TOWN GRANT – CHARLOTTE COUNTY IWK FUNDRAISING COMMITTEE**
Moved by Councillor Pond
Seconded by Councillor MacDonald
THAT the Council of the Town of St. Stephen authorizes an unbudgeted grant in the amount of \$350.00 (three hundred and fifty dollars) for the Charlotte County IWK Fundraising Committee, payable to the Garcelon Civic Center, to offset the rental cost for their annual IWK Kids Carnival to be held on Saturday, April 23, 2016.
CARRIED

63/16 **TOWN GRANT – EMILY DEAN**
Moved by Deputy Mayor MacEachern
Seconded by Councillor Harding
THAT the Council of the Town of St. Stephen authorizes an unbudgeted grant in the amount of \$100.00 (one hundred dollars) to Emily Dean to attend the International Shooting Sport Federation World Cup in Rio de Janeiro, Brazil between April 11 – 19, 2016. **CARRIED**

64/16 **APPLICATION FOR FINANCING – WATER & SEWERAGE FUND**
Moved by Councillor Maxwell
Seconded by Councillor Pond
BE IT RESOLVED THAT the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$41,000 (forty- one thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Environmental Health Services</u>		
Refinancing Debenture No. AU 21-2006	<u>\$41,000</u>	10 Years

65/16 **TOWN OF ST. STEPHEN – PROPOSED FIVE YEAR PLAN 2016 – 2020 – DESIGNATED HIGHWAY PROGRAM**
Moved by Deputy Mayor MacEachern
Seconded by Councillor Harding
THAT the Council of the Town of St. Stephen approves the attached Proposed Five Year Plan 2016 – 2020 Designated Highway Program and submits same to the Department of Transportation and Infrastructure to assist the Department in considering request in preparation for the budget process. **CARRIED**

TRAINING GROUNDS – FIRE DEPARTMENT

Moved by Councillor Booth

Seconded by Councillor Harding

- 66/16** **THAT** the Council of the Town of St. Stephen grants permission to the Fire Department to use a portion of the land behind the Fire Hall, near the salt shed, to set up metal storage containers (sea cans) to be used for “live fire” evolutions for new recruits, as well as ongoing training for existing members.

AND THAT the above-noted area be known as the fire training grounds. **CARRIED**

SALE OF SURPLUS DEHUMIDIFIERS

Moved by Councillor MacDonald

Seconded by Councillor Maxwell

- 67/16** **THAT** the Council of the Town of St. Stephen authorizes the sale of two (2) 7.5 HP Cimco Humicon MK VIII-Scroll Dehumidifiers, in the amount of \$500.00 (five hundred dollars), plus HST, each to the St. Stephen Curling Club, Ltd. **CARRIED**

GRANT - ST. STEPHEN AREA CHAMBER OF COMMERCE – COMMUNITY EVENTS

Moved by Councillor Booth

Seconded by Councillor Pond

- 68/16** **WHEREAS** the Council of the Town of St. Stephen, by resolution at its Regular Session on December 21, 2015, authorized a grant in 2016 to the St. Stephen Area Chamber of Commerce (the Chamber) to fund half of a full-time position;

NOW THEREFORE BE IT RESOLVED THAT the Council approve an additional sum of \$2,063.54 (two thousand, sixty-three dollars and fifty-four cents), unbudgeted, to the Chamber to cover half of the payroll deductions (Canada Pension Plan, Employment Insurance, and Group Insurance Premium). **CARRIED**

GRANT - DOWNTOWN BUSINESS IMPROVEMENT AREA (BIA) – COMMUNITY EVENTS

Moved by Deputy Mayor MacEachern

Seconded by Councillor Pond

WHEREAS the Council of the Town of St. Stephen, by resolution at its Regular Session on December 21, 2015, authorized a grant in 2016 to the Downtown Business Improvement Area (BIA) to fund half of a full-time position;

NOW THEREFORE BE IT RESOLVED THAT the Council approve an additional sum of \$1,019.98 (one thousand, nineteen dollars and ninety-eight cents), unbudgeted, to the BIA to cover half of the payroll deductions (Canada Pension Plan, Employment Insurance, and Group Insurance Premium).

AMENDED

GRANT - DOWNTOWN BUSINESS IMPROVEMENT AREA (BIA) – COMMUNITY EVENTS

Moved by Councillor Pond

Seconded by Deputy Mayor MacEachern

69/16 **THAT** the above-noted motion be amended by removing "Group Insurance Premium" from the payroll deductions,

which shall now read:

WHEREAS the Council of the Town of St. Stephen, by resolution at its Regular Session on December 21, 2015, authorized a grant in 2016 to the Downtown Business Improvement Area (BIA) to fund half of a full-time position;

NOW THEREFORE BE IT RESOLVED THAT the Council approve an additional sum of \$1,019.98 (one thousand, nineteen dollars and ninety-eight cents), unbudgeted, to the BIA to cover half of the payroll deductions (Canada Pension Plan and Employment Insurance). **CARRIED**

FUNDRAISING ROAD TOLL – CHARLOTTE COUNTY ANIMAL SHELTER

Moved by Councillor Harding

Seconded by Deputy Mayor MacEachern

70/16 **THAT** the Council of the Town of St. Stephen approves the request from the Charlotte County Animal Shelter to hold a fundraising road toll on Queen Street West between Marks Street and Porter Street on Saturday, June 11, 2016 between the hours of 8:00 a.m. and 6:00 p.m., with an alternate date of Saturday, September 10, 2016 between the hours of 8:00 a.m. and 6:00 p.m. **CARRIED**

APPROVAL OF EVENT – NB ANTIQUE AUTO CLUB INC. AND THE ST. STEPHEN AREA CHAMBER OF COMMERCE – ANNUAL CAR SHOW

Moved by Councillor Pond

Seconded by Councillor MacDonald

71/16 **THAT** the Council of the Town of St. Stephen grants permission to the NB Antique Auto Club Inc. (the Club), and the St. Stephen Area Chamber of Commerce, to hold this year's car show in various downtown parking lots on Sunday, August 14, 2016 from 11:00 a.m. – 3:00 p.m., with live music during the show in the David Alison Ganong Chocolate Park.

AND THAT the Council of the Town of St. Stephen acknowledges receipt of the Club's Certificate of Insurance. **CARRIED**

APPROVAL OF EVENT: CARNIVAL - ST. STEPHEN-MILLTOWN ROTARY CLUB

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 72/16 **THAT** the Council of the Town of St. Stephen approves the request from the St. Stephen-Milltown Rotary Club (the Club) to host the East Coast Amusements Carnival on the grounds of the Border Area Community Arena from Wednesday, July 6, 2016 to Saturday, July 9, 2016 as a fundraiser which enables the Club to continue to support the organizations and people in the community requiring assistance, contingent on receipt by the Town of the Club's Certificate of Insurance. **CARRIED**

PARKS MAINTENANCE SUPERVISOR - JOB RECOMMENDATION

Moved by Councillor Booth

Seconded by Councillor MacDonald

- 73/16 **THAT** Daniel Hovey be assigned the position of Parks Maintenance Supervisor for the Town of St. Stephen effective March 22, 2016, for thirty-two (32) weeks per year, with the applicable wages and benefits of a Labourer position as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement. **CARRIED**

PURCHASE AND SALE OF 120 MILLTOWN BOULEVARD

Moved by Councillor Booth

Seconded by Councillor Pond

- 74/16 **WHEREAS** the Council of the Town of St. Stephen and Wilgar Ltd. have negotiated terms of a Purchase and Sale Agreement for the property located at 120 Milltown Boulevard in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Purchase and Sale Agreement between The Town of St. Stephen and Wilgar Ltd., and the said Council authorizes the Mayor to execute an Affidavit of Value, both in the form presented to Council. **CARRIED**

PURCHASE AND SALE AND LEASE OF 128-130 MILLTOWN BOULEVARD

Moved by Councillor MacDonald

Seconded by Deputy Mayor MacEachern

- 75/16 **WHEREAS** the Council of the Town of St. Stephen and Perri Ross Rubin have negotiated terms of a Purchase and Sale Agreement and Lease for the property located at 128-130 Milltown Boulevard in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Purchase and Sale Agreement and Lease between The Town of St. Stephen and Perri Ross Rubin, and the said Council authorizes the Mayor to execute an Affidavit of Value, all in the form presented to Council. **CARRIED**

PURCHASE AND SALE OF 136 MILLTOWN BOULEVARD

Moved by Councillor Maxwell

Seconded by Councillor Booth

76/16 **WHEREAS** the Council of the Town of St. Stephen and John Blenkhorn and Carol Ann Wagstaff have negotiated terms of a Purchase and Sale Agreement for the property located at 136 Milltown Boulevard in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Purchase and Sale Agreement between The Town of St. Stephen and John Blenkhorn and Carol Ann Wagstaff, and the said Council authorizes the Mayor to execute an Affidavit of Value, both in the form presented to Council. **CARRIED**

TRANSFER FROM THE GENERAL CAPITAL RESERVE FUND – PURCHASE OF MILLTOWN BOULEVARD PROPERTIES

Moved by Councillor Booth

Seconded by Councillor Harding

77/16 **THAT** the amount of \$152,040.26 (one hundred and fifty-two thousand and forty dollars and twenty-six cents) be transferred from the General Capital Reserve Fund to the General Capital Fund for the purchase of the properties at 120 Milltown Boulevard, 128-130 Milltown Boulevard, and 136 Milltown Boulevard. **CARRIED**

TOWN GRANT – FUTURE ST. STEPHEN

Moved by Deputy Mayor MacEachern

Seconded by Councillor MacDonald

78/16 **THAT** the Council of the Town of St. Stephen authorizes the release of \$40,000.00 of the \$80,000.00 allocated to Future St. Stephen as a grant in the 2016 General Operating Fund Budget, with the remainder paid quarterly over the final two (2) quarters of the year.

AND THAT Council authorizes the payments be made to the St. Stephen Development Board Inc. for the use of Future St. Stephen until such time as Future St. Stephen becomes incorporated. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor MacEachern

- Attended the Chamber of Commerce AGM dinner.
- Attended all Town meetings.

Councillor Harding

- Attended all Town meetings.
- Attended the Chamber of Commerce AGM dinner.
- Continue to meet regularly with the RCMP on various matters.

Councillor Booth

- Attended all Town meetings.
- Busy with his greenhouses.

Councillor MacDonald

- Attended a Parks and Recreation Committee meeting.
- Attended all Town meetings.
- Attended the Chamber of Commerce AGM dinner.

Councillor Maxwell

- Attended all Town meetings.
- Attended a Chocolate Museum Operating Committee meeting.
- Attended a Public Works Committee meeting.

Councillor Pond

- Attended a Union of Municipalities of New Brunswick (UMNB) directors' meeting.
- Attended a Future St. Stephen meeting.
- Attended the Chamber of Commerce AGM dinner.
- Attended the Chamber of Commerce luncheon and was pleased that Al Corbett was recognized with a life time membership.
- Attended all Town meetings.

16. QUESTION PERIOD

Questions/comments from Derwin Gowan, reporter with the *Telegraph-Journal*, were addressed by the Mayor and Chief Administrative Officer. In particular, the questions/comments referred to the following:

- Clarification on the role of Future St. Stephen; and
- Clarification on the purchase of three Milltown Blvd. properties.

**MINUTES
REGULAR COUNCIL
MARCH 21, 2016**

11

17. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor MacEachern

Seconded by Councillor Pond

79/16 THAT the meeting adjourn at 7:50 p.m. CARRIED

Mayor

Town Clerk

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, MARCH 21, 2016 @ 7:00 P.M.

1. **PRAYER**
2. **RECORDING OF ATTENDANCE**
3. **APPROVAL OF AGENDA**
4. **CONFLICT OF INTEREST**
5. **READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS**
 - (a) **Emily Dean** – Presentation of \$100.00 for her attendance at the International Shooting Sport Federation (ISSF) World Cup in Rio de Janeiro, Brazil between April 11 – 19, 2016.
 - (b) **Anglophone South School District** – Presentation by Jenny MacDougall, Director of Schools, St. Stephen Education Centre, on a District initiative “Attendance Matters”.
 - (c) **St. Stephen Middle School Entrepreneurial Adventure Program** – Presentation by members of the SSMS Entrepreneurial Adventure Committee on their Marketplace event scheduled for March 24, 2016 at the Garcelon Civic Center.
6. **NOTICES OF MOTIONS**
7. **APPROVAL OF COUNCIL MINUTES**
 - (a) Regular Council Meeting – February 22, 2016
8. **ACCOUNTS**
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
9. **COMMUNICATIONS**
COMMUNICATION FOR INFORMATION
 - (a) Letter from The Marigold Project to Mayor and Council.
COMMUNICATION FOR ACTION

10. APPROVAL OF COMMITTEE MINUTES

- (a) Committee of Council Meeting – February 29, 2016
- (b) Committee of Council Meeting – March 1, 2016
- (c) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – March 9, 2016
- (d) Planning Advisory Committee Meeting – January 6, 2016

11. STAFF REPORTS

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

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Town Grant – Charlotte County IWK Fundraising Committee
- (c) Town Grant – Emily Dean
- (d) Application for Financing – Water & Sewerage Fund
- (e) Town of St. Stephen – Proposed Five Year Plan 2016 – 2020 – Designated Highway Program
- (f) Training Grounds – Fire Department
- (g) Sale of Surplus Dehumidifiers
- (h) Grant – St. Stephen Area Chamber of Commerce – Community Events
- (i) Grant – Downtown Business Improvement Area (BIA) – Community Events
- (j) Fundraising Road Toll – Charlotte County Animal Shelter
- (k) Approval of Event – NB Antique Auto Club Inc. and the St. Stephen Area Chamber of Commerce – Annual Car Show
- (l) Approval of Event: Carnival – St. Stephen-Milltown Rotary Club
- (m) Parks Maintenance Supervisor – Job Recommendation
- (n) Purchase and Sale of 120 Milltown Boulevard
- (o) Purchase and Sale and Lease of 128-130 Milltown Boulevard
- (p) Purchase and Sale of 136 Milltown Boulevard
- (q) Transfer from the General Capital Reserve Fund – Purchase of Milltown Boulevard Properties

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

SPECIAL COUNCIL MEETING

THAT the Minutes of the Special Council meeting held on April 18, 2016 be approved as circulated.

SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, APRIL 18, 2016 @ 4:00 P.M.

1. **RECORDING OF ATTENDANCE**

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

ABSENT: Mayor John Quartermain and Councillor Debbie MacDonald.

2. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Harding
Seconded by Councillor Pond

80/16 **THAT** the Agenda be approved as circulated. **CARRIED**

3. **CONFLICT OF INTEREST**

There were no conflicts of interest declared.

4. **NEW BUSINESS**

**AWARDING OF TENDER: WATER, SANITARY AND STORM SEWER RENEWAL
– PRINCE WILLIAM STREET PROJECT NO. 15-2819**

Moved by Councillor Maxwell
Seconded by Councillor Harding

81/16 **THAT** of the six (6) tenders received, the low tender of \$2,927,000.00 (two million, nine hundred and twenty-seven dollars), including HST, from Fairville Construction Ltd. of Saint John, NB, for the water, sanitary and storm sewer renewal of Prince William Street be accepted, with the understanding that the scope of construction will be reduced to approximately \$2,611,000.00 (two million, six hundred and eleven thousand dollars), including HST, to align with the original construction budget.

AND THAT the reduction will be achieved, in general, by deleting the project work (except for the water main) within approximately 250 (two hundred and fifty) metres of the Dennis Stream bridge.

AND FURTHER THAT should additional funds be sourced, then this work shall be added back into the project at a later date. **CARRIED**

5. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Booth

Seconded by Councillor Maxwell

82/16 THAT the meeting adjourn at 4:05 p.m. **CARRIED**

Mayor

Town Clerk

AGENDA
SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, APRIL 18, 2016 @ 4:00 P.M.

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. CONFLICT OF INTEREST

4. NEW BUSINESS

(i) Awarding of Tender: Water, Sanitary and Storm Sewer Renewal –
Prince William Street Project No. 15-2819

5. ADJOURNMENT

RESOLUTION NO.: _____

DATE: April 25, 2016

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 February 29, 2016 be received.

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

	Actual To Date For the Two Months Ending February 29, 2016	Budget For the Year Ending December 31, 2016	Remaining	Percentage Used
Revenue				
Taxes	920,011	5,377,298	\$4,457,287	17%
Services Provided to Other Governments	34,118	208,704	174,586	16%
Sale of Services	5	630,211	630,206	0%
Other Revenue From Own Sources	25,379	170,401	145,022	15%
Unconditional Grants	238,739	1,629,268	1,390,529	15%
Unconditional Transfers	0	5,541	5,541	0%
Conditional Transfers	0	4,000	4,000	0%
Other Transfers	153,377	1,050,027	896,650	15%
Total Revenue	1,371,629	9,075,450	7,703,821	15%
Expenditure				
General Government Services	124,587	956,346	831,759	13%
Protective Services	187,578	2,260,218	2,072,640	8%
Transportation Services	275,221	1,915,473	1,640,252	14%
Environmental Health Services	25,175	260,065	234,890	10%
Environmental Development Services	55,490	377,886	322,396	15%
Recreational and Cultural Services	219,073	1,839,190	1,620,117	12%
Fiscal Services	91,506	1,458,272	1,366,766	6%
Other	0	8,000	8,000	0%
Total Expenditures	978,630	9,075,450	8,096,820	11%
Surplus (Deficit)	\$392,999	\$0		

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

	Actual To Date For the Two Months Ending February 29, 2016	Budget For the Year Ending December 31, 2016	Remaining	Percentage Used
Revenue				
Sale of Service	\$105,541	\$2,034,105	\$1,928,564	5%
Other Revenue From Own Service	30,116	190,605	160,489	16%
Other Transfers	11,550	69,299		17%
Total Revenue	147,207	2,294,009	2,089,053	6%
Expenditures				
Water Supply	126,066	1,030,075	904,009	12%
Sewerage Collection and Disposal	83,120	683,861	600,741	12%
Fiscal Services	18,564	580,073	561,509	3%
Total Expenditures	227,750	2,294,009	2,066,259	10%
Surplus (Deficit)	(\$80,543)	\$0		

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

PAID BILLS

THAT the paid bills in the amount of \$1,129,525.50 (one million, one hundred and twenty-nine thousand, five hundred and twenty-five dollars and fifty cents) be received.

TOWN OF ST. STEPHEN BILLS PAID (BANK TRANSFER PAYMENTS):

Visa:

NOVEMBER 2015

Derek O'Brien (Gen Gov't: Civic Relations, Office Supplies, Copier
Supplies, CAO Memberships; Civic Center: Licenses) \$ 2,101.00

DECEMBER 2015

Derek O'Brien (Gen Gov't: Civic Relations, Office Supplies; Civic Center:
Bank Charges, Equipment Supplies; Streets: Workshop Supplies) \$ 690.28

JANUARY 2016

Derek O'Brien (Gen Gov't: Civic Relations, Office Supplies; Civic Center:
Monthly Fee For Galaxy Program; Events Coordinator: Travel
Expenses) \$ 1,756.09

John Quartermain (Gen Gov't: Mayor Travel, Office Supplies, Civic
Relations) \$ 226.92

Grand Total

\$ 4,774.29

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

FEBRUARY 2016

Dillon Consulting Limited (Engineering-Prince William Street-Project #152819, Cheque #1070)	\$	36,160.00
Dillon Consulting Limited (Engineering-Prince William Street-Project #152819, Cheque #1071)	\$	36,160.00

MARCH 2016

Classic Construction (2012) Ltd (Construction-Paving West Street, Dow Street and Garcelon Civic Center-Project #14-1182, Cheque #1072)	\$	14,825.26
McInnes Cooper In Trust (Property Purchase-120 Milltown Boulevard, Cheque #1073)	\$	49,904.25
McInnes Cooper In Trust (Property Purchase-128-130 Milltown Boulevard, Cheque #1074)	\$	55,437.96

Total	\$	192,487.47
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TOWN OF ST. STEPHEN BILLS PAID (GENERAL CAPITAL RESERVE FUND):

MARCH 2016

Town of St. Stephen General Capital Fund (Fund Transfer-Purchase of
Milltown Boulevard Properties, Cheque #4) \$ 152,040.26

Total \$152,040.26

Town of St. Stephen
 BNK1 - General Bank Account
 Cheques from 000001 to 018015 dated between 03/01/2016 and 03/31/2016

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Number	Issued	Amount	SC	Status	Status Date
017784	03/03/2016 AIR LIQUIDE CANADA 62552585 TS-SHOP- CYLINDER LEASE	79.10 79.10	A/P	OUT-STD	03/03/2016
017785	03/03/2016 BELLBOY DRYCLEANERS 29-378104 CC-TABLECLOTH DRYCLEANING	163.85 163.85	A/P	OUT-STD	03/03/2016
017786	03/03/2016 BORDER AREA COMMUNITY ARENA 19055406FEB16 GG-OPSGRANT-NBPOWER	3,071.01 3,071.01	A/P	OUT-STD	03/03/2016
017787	03/03/2016 BORDER INVESTIGATIONS & SECURITY INC. 14199 PS-BYLAW-FEBRUARY/16FEE	2,531.20 2,531.20	A/P	OUT-STD	03/03/2016
017788	03/03/2016 BRUNSWICK NEWS INC 1593428 CC-ADVERTISING-MEMBERSHIP PR 1599888 CC-POOL SCHEDULE AD 1603436 PS-FIRE- WINTER SAFETY AD	809.08 91.53 226.00 491.55	A/P	OUT-STD	03/03/2016
017790	03/03/2016 CANADIAN TIRE N15517488 RC-MILLPOOL- LYSOL, GLOVES, MR N15517534 RC-MILLPOOL- RAID, MOP N15517559 RC-MILLPOOL- TOTE N15517571 RC-MILLPOOL- CLEANING SUPPLIE N15517657 RC-MILLPOOL-MISC N15517702 RC-MILLPOOL- CLEANING SUPPLIE N16035002 TS-SHOP- RECIP BLD, 9IN6TPI TAPE N16035004 TS-SHOP-DEAD BOLT N16035083 TS-SHOP-TOOLS, EXTENSION CORI N16035093 TS-SHOP-KEY, KEY RING N16035429 TS-SHOP-BATTERIES, SPEAKER WII N16035434 TS-#21- 18X1-7/8, 1-7/8 ID, MFLR CLA N16035594 TS-SHOP- SPARK PLUGS, PAD LOC N16035595 TS-SHOP- BATTERIES, FLASH LIGH N16036064 TS-SHOP- WASHERS N16036067 PS-FIRE- FIRE EXTINGUISHERS, ELI N16036068 CC-POOL- MURIATIC ACID N16036069 TS-#16,#21- RADIO'S N16036131 TS-SHOP- PROPANE TANKS N16036133 RC-PARKS- PUCKS, MOUSE TRAPS N16036134 GG-TOWN HALL- LIGHT BULBS	1,301.16 56.75 34.08 31.63 24.84 78.13 68.35 89.24 28.24 143.93 9.01 38.35 25.38 67.77 93.53 5.64 89.24 101.63 180.78 16.93 112.07 5.64	A/P	OUT-STD	03/03/2016
017791	03/03/2016 CARQUEST 14838-32348 PS-FIRE- HOSE CLAMPS	10.44 10.44	A/P	OUT-STD	03/03/2016
017793	03/03/2016 CREIGHTON-CARTER LTD. 961-392917 CC-ARENA- 3 OZ LEAD FREE ACID C 961-392934 PS-#202- AUTOMOTIVE, FITTING 961-392964 PS-#202- RELAY PIGTAIL 5 PIN 961-393223 TS-#12- HYD FITTING, HYDRAULIC F 961-393325 PS-#202- ATC FUSE HOLDERS 961-393763 RC-PARKS- LIGHT DUTY BELT 961-393801 TS-SHOP- RED TACKY GREASE 961-393869 TS-#22- HARDWARE, FUEL SHUT OF 961-393944 TS-#21- HYDRAULIC HOSES, BRAID 961-394021 TS-#6- SAE 80W-90 GEAR OIL 961-394055 TS-#29,#30- 10W30 OIL -1L 961-394096 TS-SHOP- DRY GAUGE	1,025.04 10.17 11.62 13.73 101.07 7.16 17.80 58.42 16.25 69.29 36.85 69.46 18.42	A/P	OUT-STD	03/03/2016

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Number	Issued	Amount	SC	Status	Status Date
	961-394097	TS-#1- CONTROL ARM W/BALL JOIN			
	961-394129	TS-#12- OIL FILTER			
	961-394177	TS-#9- BATTERY DISCONNECT, BAT			
	961-394233	TS-SHOP- EXTRUDED TEE 3 8			
	961-394249	TS-SHOP-EXTRUDED TEE 3 8			
	961-394448	TS-#13- 5 8 2 BRAID HYD., COUPLIN			
	961-394470	TS-SHOP- COUPLER			
	961-394520	TS-SHOP- WHIP HOSE 18			
017794	03/03/2016 DALHOUSIE UNIVERSITY	925.00	A/P	OUT-STD	03/03/2016
	50571 GG-TREASURER-MUNCIPAL LAW 1	925.00			
017795	03/03/2016 DOWNEY FORD SALES LTD.	30.51	A/P	OUT-STD	03/03/2016
	26058 TS-#23,#24- FILTER ASY- OIL	30.51			
017796	03/03/2016 ENBRIDGE GAS NEW BRUNSWICK	4,558.51	A/P	OUT-STD	03/03/2016
	2016012203008-1016227-0 CC-NATURAL GAS JANUARY 2016	4,558.51			
	00				
017797	03/03/2016 FAIRVILLE CONSTRUCTION LTD.	35,995.65	A/P	OUT-STD	03/03/2016
	QM-3053-03 TS-SYS-OVERFLOW CULVERTS TAN	35,995.65			
017798	03/03/2016 FRANK G GODSOE CHARTERED ACCOUNTANT	4,111.22	A/P	OUT-STD	03/03/2016
	820 GG-TREASURY-ACCOUNTING SUPP	1,280.29			
	821 GG-TREASURY-ACCOUNTING SUPP	248.60			
	823 CC-TREASURY-ACCOUNTING SUPP	2,545.04			
	824* GG/CC-TREASURY-ACCOUNTING SI	37.29			
017799	03/03/2016 HERITAGE COURT HOLDINGS LIMITED	5,323.40	A/P	OUT-STD	03/03/2016
	RC000022476 GG-TOWNHALL-MAR/16 LEASE	5,323.40			
017800	03/03/2016 HOVEY'S HUSKY SALES & SERVICE	84.75	A/P	OUT-STD	03/03/2016
	8122 TS-SHOP- CHAIN, AIR FILTERS,STAI	84.75			
017801	03/03/2016 IRVING ENERGY DISTRIBUTION AND MARKETING	11,326.96	A/P	OUT-STD	03/03/2016
	18946 ts-sts- diesel	3,155.57			
	254251 CC-NATURAL GAS	5,221.38			
	622894 TS-SYS-DIESEL	841.25			
	753654 TS-SYS-DIESEL	2,108.76			
017802	03/03/2016 KONICA MINOLTA	123.56	A/P	OUT-STD	03/03/2016
	5839585 GG-TOWNHALL-FEB/16 COPIER REP	123.56			
017803	03/03/2016 LINDE CANADA LTEE, M2193	80.43	A/P	OUT-STD	03/03/2016
	53534768 TS-SHOP-OXYGEN	80.43			
017804	03/03/2016 LSW WEAR PARTS LTD.	994.40	A/P	OUT-STD	03/03/2016
	43080 TS-#6, #7, #5 - PLOW BLADES	994.40			
017805	03/03/2016 MILLTOWN MACHINE & FABRICATION LTD.	141.93	A/P	OUT-STD	03/03/2016
	18191 CC- ARENA- STAINLESS STEEL PAR	141.93			
017806	03/03/2016 MINISTER OF FINANCE	209.30	A/P	OUT-STD	03/03/2016
	WEEK092016 EMPLOYEE DEDUCTIONS-FEB28-M/	209.30			
017807	03/03/2016 MSC INDUSTRIAL SUPPLY ULC	552.49	A/P	OUT-STD	03/03/2016
	8116230001 TS-SYS- WASHERS, CAP SCREWS, I	552.49			
017808	03/03/2016 NEW SYSTEM LAUNDRY & CLEANERS LTD.	93.70	A/P	OUT-STD	03/03/2016
	350625 GG-TOWN HALL- FLOOR MATS	93.70			
017809	03/03/2016 NOVA FIRE EQUIPMENT LTD.	4,915.50	A/P	OUT-STD	03/03/2016
	16049 PS-FIRE- TURNOUT GEAR	4,915.50			
017810	03/03/2016 PARTS FOR TRUCKS INC.	289.05	A/P	OUT-STD	03/03/2016
	34222361-00 TS-SHOP- TIE DOWN W/CLEVIS GR/	289.05			
017811	03/03/2016 PAYROLL TRANSFER	60,608.00	A/P	OUT-STD	03/03/2016

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Number	Issued	Amount	SC	Status	Status Date
	WEEK092016 GG-TRANSFER-FEB 19-MAR 03/16	60,608.00			
017812	03/03/2016 RECEIVER GENERAL FOR CANADA	31,762.88	A/P	OUT-STD	03/03/2016
	WEEK092016 GG-REMITTANCE-FEB 19-MAR03/16	31,762.88			
017813	03/03/2016 RICHARDS DWAYNE	60.51	A/P	OUT-STD	03/03/2016
	60.51 PS-FIRE-FIRE CALL 21	60.51			
017814	03/03/2016 ROBERT TINKER	107.29	A/P	OUT-STD	03/03/2016
	FEB16/16* CC-ROBERT TINKER-WORKBOOTS	107.29			
017815	03/03/2016 SHANNON MICHAEL	365.44	A/P	OUT-STD	03/03/2016
	WEEK092016 PS-ANIMALCONTROL-WEEKLY FEE	167.69			
	WEEK092016* PS-ANIMALCONTROL-WEEKLY VEH	197.75			
017816	03/03/2016 SOURCE ONE SUPPLIES	81.22	A/P	OUT-STD	03/03/2016
	9374 RC-MILLPOOL- BOL-GENIE	34.69			
	9419 RC-MILLPOOL- COLINON	46.53			
017817	03/03/2016 SOUTHERN SANITATION LTD.	452.00	A/P	OUT-STD	03/03/2016
	154636 CC-GARBAGE REMOVAL	452.00			
017818	03/03/2016 ST. CROIX PRINTING & PUBLISHING COMPANY LIMI	495.78	A/P	OUT-STD	03/03/2016
	094197 CC-MEMBERSHIP-ADVERTISING	109.27			
	094263 CC-MEMBERSHIP-ADVERTISING	165.57			
	094350 CC-MEMBERSHIP-ADVERTISING	165.57			
	095999 CC-WINTER SOLSTICE AD	55.37			
017819	03/03/2016 STATIONERY PLUS	612.92	A/P	OUT-STD	03/03/2016
	361583 TS-SHOP-INK CARTS, HILITERS, MA	123.59			
	361687 TS-SHOP-MOUSE, DIARY	46.06			
	362533 TS-SHOP-INDEX TABS	22.83			
	362851 RC-PARKS-PENS,FIGURING PADS, C	36.36			
	362901 GG-TOWN HALL- DRUM UNIT	270.06			
	363088 GG-TOWN HALL- PEN, BINDER	6.45			
	363166 PS-FIRE- FILE BOXES, HILITERS	85.19			
	363577 GG- TOWN HALL- BINDER, HILITERS	18.21			
	363675 GG- TOWN HALL- PAPER FASTENERS	4.17			
017820	03/03/2016 UNIFIRST CANADA LTD.	58.26	A/P	OUT-STD	03/03/2016
	7100066840* CC-LOBBY-MATS	58.26			
017821	03/03/2016 UNITED RENTALS OF CANADA, INC.	228.26	A/P	OUT-STD	03/03/2016
	132061913-002 TS-SHOP-HOSES	228.26			
017822	03/03/2016 VALLEY EQUIPMENT LTD	927.61	A/P	OUT-STD	03/03/2016
	IX26730 PS-#202- BRAKE DRUMS, SHOE KIT	927.61			
017823	03/03/2016 WATSON'S HEATING AND VENTILATION	428.67	A/P	OUT-STD	03/03/2016
	7430 PS-FIRE- NOZZLE, OIL FILTER, GAS	428.67			
017824	03/03/2016 BRUNSWICK NEWS INC	229.75	A/P	OUT-STD	03/03/2016
	6070582016 GG-TOWNHALL-YEARLY SUBSCRIP	229.75			
017825	03/03/2016 FUNDY BUILDING INSPECTION & DRAFTING SERVIC	2,593.35	A/P	OUT-STD	03/03/2016
	16-015 PS-BUILDINGINSPECTOR-FEB 7-20/	2,593.35			
017826	03/04/2016 ACCT #903240047015	330.00	A/P	OUT-STD	03/04/2016
	FEBRUARY2016 VOL FIRE MEMBERSHIP DUES-FEBF	330.00			
017827	03/04/2016 ACCT 8025-280	1,109.99	A/P	OUT-STD	03/04/2016
	FEBRUARY2016 LOCAL 770 UNION DUES-FEBRUAR	1,109.99			
017828	03/04/2016 CIBC MELLON GLOBAL SECURITIES NBMF0216002	21,296.70	A/P	OUT-STD	03/04/2016
	FEBRUARY2016 GG-MUNCIPALPLAN-FEBRUARY/16	21,296.70			
017829	03/04/2016 Derek O'Brien	350.00	A/P	OUT-STD	03/04/2016

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	FEBRUARY2016 GG-CAO-MONTHLY VEHICLE ALLOW	350.00			
017830	03/04/2016 MINISTER OF FINANCE	1,086.00	A/P	OUT-STD	03/04/2016
	FEBRUARY2016 EMPLOYEE DEDUCTIONS-FEBRUAF	1,086.00			
017831	03/04/2016 O'CONNELL MIKE	200.00	A/P	OUT-STD	03/04/2016
	FEBRUARY2016 RC-RECREATIONDIRECTOR-MONTH	200.00			
017832	03/04/2016 ST. STEPHEN UTILITY DEPT.	40.00	A/P	OUT-STD	03/04/2016
	FEBRUARY2016 EMPLOYEE DEDUCTIONS-FEBRUAF	40.00			
017833	03/07/2016 SCOTIABANK (M'Ginnis Cooper "In Trust")	16,950.00	A/P	OUT-STD	03/07/2016
	48-52KINGST GG-PROPERTY-38-42 KING STREET	16,950.00			
017834	03/09/2016 BORDER AREA COMMUNITY ARENA	134.82	A/P	OUT-STD	03/09/2016
	216500950303JAN16** GG-OPSGRANT-FINAL POWER INVC	134.82			
017835	03/09/2016 CONLEY'S MARTIAL ARTS	1,350.00	A/P	OUT-STD	03/09/2016
	JANUARY2016 GG-CIVIC-JUMPSTART DONATIN	1,350.00			
017836	03/09/2016 CPANB	994.40	A/P	OUT-STD	03/09/2016
	218379* GG-TREASURER-CPA YEARLY NATI	994.40			
017837	03/09/2016 EAST COAST AIR	1,012.24	A/P	OUT-STD	03/09/2016
	1454 PM-RCMP- HEAT PUMP SERVICE	1,012.24			
017838	03/09/2016 FOOTBALL NB	150.00	A/P	OUT-STD	03/09/2016
	JANUARY2016* GG-CIVIC-JUMPSTART DONATION	150.00			
017839	03/09/2016 FRANK G GODSOE CHARTERED ACCOUNTANT	4,686.12	A/P	OUT-STD	03/09/2016
	829 GG-TREASURY-ACCOUNTING SUPP	1,124.92			
	837 GG-TREASURY-ACCOUNTING SUPP	1,336.23			
	845 GG-TREASURY-ACCOUNTING SUPP	2,224.97			
017840	03/09/2016 FUNDY ENGINEERING & CONSULTING LTD.	2,271.61	A/P	OUT-STD	03/09/2016
	22764 GG-76-78MILLTOWNBLVD-ENVIRON	2,271.61			
017841	03/09/2018 HERITAGE COURT HOLDINGS LIMITED	417.68	A/P	OUT-STD	03/09/2016
	IN000006800 GG-TOWNHALL-YEAR 2015 PROPEF	417.68			
017842	03/09/2016 IRVING ENERGY DISTRIBUTION AND MARKETING	1,932.90	A/P	OUT-STD	03/09/2016
	744904 TS-ST5-DIESEL	1,932.90			
017843	03/09/2016 IRVING OIL LTD.	35.02	A/P	OUT-STD	03/09/2016
	398962 TS-ST5-EXCHANGE WITH NEW VAL'	35.02			
017844	03/09/2016 MINISTER OF FINANCE	209.30	A/P	OUT-STD	03/09/2016
	WEEK102016 EMPLOYEE DEDUCTIONS-MAR 6-12	209.30			
017845	03/09/2016 PITNEY WORKS	998.83	A/P	OUT-STD	03/09/2016
	FEBRUARY142016 GG/RC/PS-TOWNHALL-POSTAGE MI	998.83			
017846	03/09/2016 RECEATION NEW BRUNSWICK	2,988.85	A/P	OUT-STD	03/09/2016
	2015-284 CC-POOL-CERTIFIED OPERATORS (2,988.85			
017847	03/09/2016 RECREATION NOVA SCOTIA	373.75	A/P	OUT-STD	03/09/2016
	5781 RC-RECREATIONDIRECTOR-2016 AI	373.75			
017848	03/09/2016 RICHARD PIERCE LTD.	169.50	A/P	OUT-STD	03/09/2016
	JANUARY262016 PM-RCMP/TOURISTBUREAU/LIBRAF	169.50			
017849	03/09/2016 SHANNON MICHAEL	636.64	A/P	OUT-STD	03/09/2016
	FEBRUARY/16 PS-ANIMALCONTROL-KENNEL FEE-	271.20			
	WEEK102016 PS-ANIMALCONTROL-WEEKLY VEH	167.69			
	WEEK102016* PS-ANIMALCONTROL-WEEKLY VEH'	197.75			
017850	03/09/2016 SOUTHWEST NEW BRUNSWICK SERVICE COMMIS	10,120.89	A/P	OUT-STD	03/09/2016
	171020-172161&QUARTER GG-TOWN-QUARTERLY BILLING, RE	10,120.89			
	LY				
017851	03/16/2016 ALEX REID	90.00	A/P	OUT-STD	03/16/2016

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	90.00 GG-EVENTSCOOR-INT'L SCULPTUR	90.00			
017852	03/16/2016 BELL MOBILITY INC. 523889487FEB16 GG/CC/RC/PS/TS-CELL PHONE CHA	1,086.87 1,086.87	A/P	OUT-STD	03/16/2016
017854	03/16/2016 BRIGGS PLUMBING INC. 110913 PM- LIBRARY- AUGERED 110988 TS-SHOP- LEAK IN COPPER PIPE	157.02 67.80 89.22	A/P	OUT-STD	03/16/2016
017855	03/16/2016 BRUNSWICK NEWS INC 1605888 CC-PROGRAMS-50 SHAPES OF FIT	92.66 92.66	A/P	OUT-STD	03/16/2016
017856	03/16/2016 CANADIAN BEARINGS LTD 61060742-00 TS-#6- FLANGE BEARINGS	169.55 169.55	A/P	OUT-STD	03/16/2016
017857	03/16/2016 CANADIAN TIRE JUMPSTART DONATION2016 GG-CVIC-JUMPSTART DONATION	5,000.00 5,000.00	A/P	OUT-STD	03/16/2016
017858	03/16/2016 CARGILL LIMITED 2902660996 TS-ST5-ROAD SALT 2902666124 TS-ST5-ROAD SALT 2902690761 TS-ST5-ROAD SALT 2902692953 TS-ST5-STREET SALT	13,307.11 4,470.36 4,447.25 2,197.64 2,191.86	A/P	OUT-STD	03/16/2016
017859	03/16/2016 CHARLOTTE COUNTY JANITORIAL 3278 PM-RCMP- JANITORIAL- JAN/16	994.40 994.40	A/P	OUT-STD	03/16/2016
017860	03/16/2016 CNH CAPITAL IN79898 TS-#16- HYTRAN SSL, FLOOR FLUID	436.37 436.37	A/P	OUT-STD	03/16/2016
017861	03/16/2016 COX ELECTRONICS & COMMUNICATIONS 1-1736637 CC-ADMIN-INV# 2-1726275 PAID TWI 2-1761819 GG-TOWN OFFICE- COMPUTER & M	999.86 -1,869.81 2,869.67	A/P	OUT-STD	03/16/2016
017862	03/16/2016 DEMPSEY'S PLUMBING & HEATING 1212* RC-ARENA-WINTERIZED & REMOVE 1213* RC-ARENA-TURNED WATER OFF AN 1252 CC-WOMENS WASHROOM- LEAK RE 1256 CC-KITCHEN-SINK REPAIRS	1,188.27 774.89 67.80 67.80 277.78	A/P	OUT-STD	03/16/2016
017863	03/16/2016 DOW JENNIFER 132.75 TS-#8-BEARINGS	132.75 132.75	A/P	OUT-STD	03/16/2016
017864	03/16/2016 FRANK G GODSOE CHARTERED ACCOUNTANT 839 GG-TREASURY-ACCOUNTING SUPP 848 GG-TREASURY-ACCOUNTING SUPP 853 GG-TREASURY-ACCOUNTING SUPP	5,108.74 528.28 2,535.72 2,044.74	A/P	OUT-STD	03/16/2016
017865	03/16/2016 HOVEY'S HUSKY SALES & SERVICE 8124 PS-FIRE- 5.5 WATER PUMP	405.67 405.67	A/P	OUT-STD	03/16/2016
017866	03/16/2016 KEM CANADA MFG 106986 CC- <i>Mixing Station</i>	414.20 414.20	A/P	OUT-STD	03/16/2016
017867	03/16/2016 KEY INDUSTRIES 10349 GG-CVIC- JACKETS	228.26 228.26	A/P	OUT-STD	03/16/2016
017868	03/16/2016 L.E.WHITTAKER CO., LTD. 36454 PS-FIRE- VALVE STEMS 36499 PS-FIRE- SCBA CYLINDER TESTING 36500 PS-FIRE- SCBA CYLINDER TESTING	1,090.31 57.77 546.64 485.90	A/P	OUT-STD	03/16/2016
017869	03/16/2016 LAROCHELLE EQUIPMENT INC. 0078415 TS-#5, #6- CUTTING NOSES, 1.5 PUE	1,287.46 1,287.46	A/P	OUT-STD	03/16/2016
017870	03/16/2016 MAYFIELD GARDENS & LANDSCAPE 86 CC-POOL-BRUSH	227.13 227.13	A/P	OUT-STD	03/16/2016

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Number	Issued	Amount	SC	Status	Status Date
017871	03/16/2016 MCINNES COOPER	5,542.66	A/P	OUT-STD	03/16/2016
	2015001637 GG-LEGAL-GENERAL	2,301.25			
	2015001659 GG-LEGAL-DEED REVIEW	595.51			
	2015001666 GG-LEGAL-PROPERTY PURCHASES	2,645.90			
017872	03/16/2016 MICMAC FIRE & SAFETY SOURCE LTD.	1,958.06	A/P	OUT-STD	03/16/2016
	NS-00832481 PS-FIRE-BUNKER BOOTS	-337.87			
	NS-00832537 PS-FIRE- ICE RESCUE SUIT, LIFE IC	2,295.93			
017873	03/16/2016 MIDLAND COURIER	137.48	A/P	OUT-STD	03/16/2016
	09528474 PS-FIRE-TO ATLANTIC BUNKER GE/	36.75			
	09530314 PS-FIRE-FR ATL BUNKER GEAR/TO	100.73			
017874	03/15/2016 MINISTER OF FINANCE	209.30	A/P	OUT-STD	03/16/2016
	WEEK112016 EMPLOYEE DEDUCTIONS-MAR 13-1	209.30			
017875	03/15/2016 NEW SYSTEM LAUNDRY & CLEANERS LTD.	45.92	A/P	OUT-STD	03/16/2016
	351215 PM-RCMP- FLOOR MATS	45.92			
017876	03/16/2016 ORKIN CANADA CORPORATION	64.41	A/P	OUT-STD	03/16/2016
	IN-6752322 CC-PEST CONTROL	64.41			
017877	03/16/2016 PARTS FOR TRUCKS INC.	274.59	A/P	OUT-STD	03/16/2016
	34222777-00 TS-#7- CAST NOSE SHOES	220.85			
	34222944-00 TS-#12- STEP PIN KITS	53.74			
017878	03/16/2016 PITNEY BOWES	121.62	A/P	OUT-STD	03/16/2016
	1000165893 GG-TOWNHALL-POSTAGE METER R	121.62			
017879	03/16/2016 PRINCESS AUTO	466.95	A/P	OUT-STD	03/16/2016
	37-5-100955 TS-SHOP- HOSE INSERTS	466.95			
017880	03/16/2016 RICHWIL TRUCK CENTRE LTD.	838.09	A/P	OUT-STD	03/16/2016
	113378 TS-#5- ARM W/S RE	167.26			
	113397 TS-SHOP- FLEETRITE	56.44			
	113400 TS-#7- SENSOR KIT, BELT 8PK	614.39			
017881	03/16/2016 SAKO INDUSTRIAL SUPPLY	316.40	A/P	OUT-STD	03/16/2016
	12876 PS-FIRE- OMNI GUARD	316.40			
017882	03/16/2016 SAUNDERS EQUIPMENT LTD.	1,051.63	A/P	OUT-STD	03/16/2016
	61143 TS-#34- ARMS, PIVOT PINS	1,051.63			
017883	03/16/2016 SHANNON MICHAEL	365.44	A/P	OUT-STD	03/16/2016
	WEEK112016 PS-ANIMALCONTROL-WEEKLY FEE	167.69			
	WEEK112016* PS-ANIMALCONTROL-WEEKLY VEHI	197.75			
017884	03/16/2016 SOUTHERN SANITATION LTD.	534.61	A/P	OUT-STD	03/16/2016
	154564 PM-AIRPORT- GARBAGE COLLECTI	32.21			
	154589 TS/RC-GARAGE/PARKS- GARBAGE	502.40			
017885	03/16/2016 ST. STEPHEN AREA CHAMBER	200.00	A/P	OUT-STD	03/16/2016
	1338 GG-CIVIC- SILVER SPONSORSHIP F	200.00			
017887	03/16/2016 BLAKNEY'S TRUCKING INC.	2,610.08	A/P	OUT-STD	03/16/2016
	62 TS-STs-ROAD SALT DELIVERY	1,308.42			
	63* TS-STs-ROAD SALT DELIVERY	1,301.66			
017888	03/16/2016 EMILY DEAN	100.00	A/P	OUT-STD	03/16/2016
	BRAZIL2016 GG-CIVIC-BRAZIL 2016 SHOOTING V	100.00			
017889	03/23/2016 A B C RECREATION LTD	5,637.13	A/P	OUT-STD	03/23/2016
	30044 RC-SPLASH PAD- BATTERY POWER	5,637.13			
017890	03/23/2016 AJW MECHANICAL LTD.	717.55	A/P	OUT-STD	03/23/2016
	20250 CC-CONFERENCE ROOMS-AC	717.55			
017892	03/23/2016 BAYTOWN HARDWARE LTD.	522.06	A/P	OUT-STD	03/23/2016

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Number	Issued		Amount	SC	Status	Status Date
	18093	CC-LOBBY-DOOR REPAIR	522.06			
017893	03/23/2016 BELL ALIANT		1,004.84	A/P	OUT-STD	03/23/2016
	06336721FEB16	TS-AIRPORT-LANDLINE PHONE	135.94			
	47424130JAN16*	CC-LANDLINE-PHONES	868.90			
017894	03/23/2016 CANADIAN SPRINGS		27.03	A/P	OUT-STD	03/23/2016
	1112967730	GG-TOWN HALL- WATER	27.03			
017895	03/23/2016 CNH CAPITAL		525.77	A/P	OUT-STD	03/23/2016
	2014&2015INTEREST	TS-ST5-2014 AND 2015 INTEREST	128.01			
	IN79968	TS-#16- DAMPER	397.76			
017896	03/23/2016 DILLON CONSULTING LIMITED		11,081.06	A/P	OUT-STD	03/23/2016
	148482	GG-PROPERTY-BUILDING CONDITIC	11,081.06			
017897	03/23/2016 EAST COAST AIR		713.93	A/P	OUT-STD	03/23/2016
	1455A	PM-RCMP-BI-ANNUAL SERVICE HEA	713.93			
017898	03/23/2016 FRANK G GODSOE CHARTERED ACCOUNTANT		5,228.52	A/P	OUT-STD	03/23/2016
	831	GG-TREASURY-ACCOUNTING SUPP	403.98			
	836	GG-TREASURY-ACCOUNTING SUPP	248.60			
	838	GG-TREASURY-ACCOUNTING SUPP	2,274.69			
	840	GG-TREASURY-ACCOUNTING SUPP	130.52			
	841	GG-TREASURY-ACCOUNTING SUPP	716.42			
	844	GG-TREASURY-ACCOUNTING SUPP	1,454.31			
017899	03/23/2016 FUNDY FIRE FIGHTER ASSOCIATION		125.00	A/P	OUT-STD	03/23/2016
	FEBRUARY 01/2016	PS-FIRE- 2016 ASSOCIATION DUES	125.00			
017900	03/23/2016 FUNDY ENGINEERING & CONSULTING LTD.		3,776.44	A/P	OUT-STD	03/23/2016
	22925	GG-PROPERTY-SITE REMEDIATION	3,776.44			
017901	03/23/2016 FUNDY BUILDING INSPECTION & DRAFTING SERVIC		3,101.85	A/P	OUT-STD	03/23/2016
	16-017	PS-BUILDINGINSPECTOR-FEB21-MA	3,101.85			
017902	03/23/2016 GREAT-WEST LIFE ASSURANCE COMPANY		1,940.73	A/P	OUT-STD	03/23/2016
	MARCH2016MAN	GG-PREMIUMS-MAR24-APR23/16-M/	1,940.73			
017903	03/23/2016 GULLISON'S COURIER SERVICE		226.00	A/P	OUT-STD	03/23/2016
	310094	GG- TO RCD PROJECT FR/ TOWN	28.25			
	346810	TS-SHOP- TO TOWN FR/ SAUNDERS	28.25			
	346836	PS-FIRE- TO MIC MAC FIRE SAFETY	28.25			
	354460	TS-#16- TO TOWN FR/RICHWIL	56.50			
	546806	TS-#16- TO TOWN FR/CASE EQUIP	28.25			
	546815	TS-#20- TO TOWN FR/ RICHWIL	28.25			
	546907	TS-#11- TO TOWN FR/ CASE EQUIP	28.25			
017904	03/23/2016 LINDE CANADA LTEE, M2193		751.15	A/P	OUT-STD	03/23/2016
	53224907	TS-SHOP-ACETYLENE	25.20			
	53257891	PS-FIRE-NITROGEN	117.18			
	53257892	TS-ST5-ACETYLENE	582.89			
	53565747	TS-SHOP-ACETYLENE	25.88			
017905	03/23/2016 MAXIMUM SOLUTIONS, INC.		310.37	A/P	OUT-STD	03/23/2016
	18310*	CC-MEMBERSHIP CARDS	310.37			
017906	03/23/2016 MEDAVIE BLUE CROSS		14,799.09	A/P	OUT-STD	03/23/2016
	APRIL2016	GG-HEALTH&DENTALPREMIUMS-AF	5,490.08			
	APRIL2016UNION	GG-HEALTH&DENTALPREMIUMS-AF	9,309.03			
017907	03/23/2016 MILLTOWN MACHINE & FABRICATION LTD.		170.82	A/P	OUT-STD	03/23/2016
	18258	TS-#16- 3/4 X 6 FLAT BAR, 1/8 STEEL	170.82			
017908	03/23/2016 MINISTER OF FINANCE		3,046.98	A/P	OUT-STD	03/23/2016

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	11368891FEB16	GG-TOWNHALL-LANDLINE PHONES	1,487.24			
	11378668FEB16	PS/TS-199UNIONST-LANDLINE PHO	349.93			
	11395944FEB16	TS/PS-199UNIONST-LANDLINE PHO	909.82			
	15772965FEB16	RC-REC/POOL-LANDLINE PHONES	215.30			
	46435731FEB16	RC-PARKS-CHOCOLATE PARK CAM	84.69			
017910	03/23/2016	N. B. ELECTRIC POWER	39,186.00	A/P	OUT-STD	03/23/2016
	10126106MAR16	TS-XINGLIGHTS-KING STREET	25.03			
	17915909MAR16	RC-POOL-SCHOOL STREET	72.47			
	17935200MAR16	TS-KING/UNIONST-TRAFFIC LIGHTS	46.95			
	17949909MAR16	GG-TOURISTBUREAU-ELECTRICITY	1,128.88			
	18169205MAR16	RC-POOL-MILL LANE	569.28			
	18988703MAR16	PS/TS-199UNIONST-ELECTRICITY	1,838.43			
	19051703MAR16	TS-AIRPORT-ELECTRICITY	292.56			
	19051801MAR16	TS-AIRPORT-ELECTRICITY	61.22			
	216000030308MAR16	TS-ST5-AREA LIGHTS	11,146.18			
	50660140MAR16	RC-PARKS-ROTARY CHANGING RO	25.03			
	54187672MAR16	TS-KING/QUEENST-TRAFFIC LIGHTS	50.99			
	54253127MAR16	CC-BUILDING-ELECTRICITY	19,814.64			
	54653258MAR16	TS-KING/SUPERSTORE-TRAFFIC LI	71.17			
	55160607MAR16	RC-COTTONMILL-LIGHTS	67.56			
	55471834MAR18	TS/PS-220UNIONST-ELECTRICITY	647.92			
	55917471MAR16	TS-ST5-WATERFRONT LIGHTS	114.28			
	57955782MAR16	RC-PARKS-CHOCOLATE PARK BAN	27.33			
	71315207MAR16	PM-RCMP-ELECTRICITY	1,092.11			
	72924306MAR16	RC-PARKS-BANDSTAND	25.03			
	73006038MAR16	RC-LIBRARY-ELECTRICITY	1,879.50			
	82122207MAR16	RC-PARKS-BASKETBALL COURT	50.84			
	83278804MAR16	TS-ST5-PARKS SHED	113.57			
	84960501MAR16	RC-PARKS-RIVERSIDE DR LIGHTS	25.03			
017911	03/23/2016	NEW SYSTEM LAUNDRY & CLEANERS LTD.	91.84	A/P	OUT-STD	03/23/2016
	352412	PM-RCMP- FLOOR MATS	45.92			
	353599	PM-RCMP-FLOOR MATS	45.92			
017912	03/23/2016	ORCHARD'S PAINT & PAPER LTD.	36.16	A/P	OUT-STD	03/23/2016
	26959	CC-ARENA REPAIRS-PAINT	36.16			
017913	03/23/2016	PAYROLL TRANSFER	64,360.00	A/P	OUT-STD	03/23/2016
	WEEK112016	GG-TRANSFER-MAR 04-17/16	64,360.00			
017914	03/23/2016	RECEIVER GENERAL FOR CANADA	32,484.69	A/P	OUT-STD	03/23/2016
	WEEK12016	GG-REMITTANCE-MAR 04-17/17	32,484.69			
017917	03/23/2016	SERVICE NEW BRUNSWICK (<i>Vehicle Registrations</i>)	703.00	A/P	OUT-STD	03/23/2016
	AA49682016	PS-FIRE-1943 4D FORD FIRE	19.00			
	CGL0722016	RC-PARKS-1997 PK DAKOTA DODGI	19.00			
	CGN1762016	TS-ST5-1996 PK FORD F250	19.00			
	CKN6352016	TS-ST5-2004 2D DODGE DAKOTA	19.00			
	CND7802016	PS-FIRE-2008 PK FORD F150	19.00			
	CND7862016	RC-PARKS-2000 PK GMC SIERRA	19.00			
	CND8232016	RC-PARKS-2003 PK GMC SONOMA	19.00			
	COF7092016	TS-ST5-2010 CHEV SILVER PK	19.00			
	CPD7832016	TS-ST5-2008 RED DODGE DAKOTA	19.00			
	CPE9732016	RC-PARKS-2011 FORD F150	19.00			
	CRH7702016	TS-ST5-2008 DODGE DAKOTA	19.00			

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	CRW6372016	TS-ST5-2014 FORD F250			
	CRW6382016	TS-ST5-2014 FORD F250			
	GYV8332016	PS-BYLAW-2007 FORD ESCAPE			
	L1001912016	PS-FIRE-2000 PK DODGE RAM			
	LAB1392016	TS-ST5-1984 DP INTERN			
	LAK8262016	TS-ST5-2000 CT INTERN SF 267			
	LAZ8762016	PS-FIRE-2005 FM CC75C			
	LAZ8772016	PS-FIRE-1987 WHITE FIRE TRUCK			
	LAZ8782016	PS-FIRE-2007 CT FREIGHT			
	LAZ8792016	PS-FIRE-2000 CT FL80 FREIGHT			
	LAZ8842016	TS-ST5-2012 CT FREIGHT CT1140			
	LAZ8882016	TS-ST5-2002 PK CHEV PK			
	LAZ9452016	TS-ST5-2008 DP INTERN			
	LBL5732016	TS-ST5-2003 INTERN			
	M332422016	TS-ST5-1987 FM SNOWBL			
	M416642016	TS-ST5-2001 FM BOMAG ROLLER			
	M420882016	TS-ST5-2002 FM TRACKL MT			
	M433632016	TS-ST5-0000 LO CASE 721D			
	M447732016	TS-ST5-2005 BH CATERP 420D			
	T112432016	RC-PARKS-2004 FT KUBOTA L3130C			
	T267672016	TS-ST5-2015 CASE			
	TEK8232016	TS-ST5-0000 TY HOMEMA UTILITY			
	TFI2672016	PS-FIRE-1998 EZ LOAD			
	TLA2262016	TS-ST5-2007 TY DURATR DLE 16T			
	TNM3632016	PS-FIRE-2012 HURRICANE CARGO			
	TOI1492016	RC-PARKS-2014 TRAILER			
017918	03/23/2016 SHANNON MICHAEL	365.44	A/P	OUT-STD	03/23/2016
	WEEK122016	PS-ANIMALCONTROL-WEEKLY FEE			
	WEEK122016*	PS-ANIMALCONTROL-WEEKLY VEHI			
017919	03/23/2016 SOURCE ONE SUPPLIES	362.47	A/P	OUT-STD	03/23/2016
	11204	PS-FIRE- CLEANER			
	11254	CC-JANITORIAL SUPPLIES			
017920	03/23/2016 SOURCE ATLANTIC	429.28	A/P	OUT-STD	03/23/2016
	2237130	TS-ST5-CLOTHING ALLOWANCE			
	2267422	TS-SHOP- ROBERTSON BIT			
	2267423	TS-ST5- CLOTHING ALLOWANCE			
	2274080	TS-ST5- CLOTHING ALLOWANCE			
	2276923	TS-ST5-CLOTHING ALLOWANCE			
017922	03/23/2016 ST. CROIX PRINTING & PUBLISHING COMPANY LIM	490.95	A/P	OUT-STD	03/23/2016
	096526	GG- CIVIC- SURPLUS EQUIPMENT S			
	096528	GG-CIVIC- TOWN EVENTS			
	096533	GG-CIVIC- PUBLIC PRESENTATION			
	096605	GG- CIVIC- REQUEST FOR QUOTATI			
	096607	GG- CIVIC- TOWN EVENTS			
	096681	GG-CIVIC- TOWN EVENTS			
017925	03/23/2016 UNIFIRST CANADA LTD.	58.26	A/P	OUT-STD	03/23/2016
	7100667322	CC-MATS			
017926	03/23/2016 YELLOW PAGES GROUP	9.77	A/P	OUT-STD	03/23/2016
	16-2516167	GG-TOWN - 911 LISTING			
017927	03/23/2016 GREAT-WEST LIFE ASSURANCE COMPANY	2,430.03	A/P	OUT-STD	03/23/2016

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	MARCH2016UNION GG-PREMIUMS-MAR24-APR23/16 UN	2,430.03			
017928	03/23/2016 FUNDY BUILDING INSPECTION & DRAFTING SERVI 16-017*	2,644.20 2,644.20	A/P	OUT-STD	03/23/2016
017929	03/23/2016 MINISTER OF FINANCE WEEK122016 EMPLOYEE DEDUCTIONS-MAR 20-2	209.30 209.30	A/P	OUT-STD	03/23/2016
017930	03/24/2016 ST. GEORGE FIREFIGHTERS CLUB TRAINING PS-FIRE-TRAINING COURSES	450.00 450.00	A/P	OUT-STD	03/24/2016
017931	03/24/2016 ST STEPHEN-MILLTOWN LIONETTES 1* CC-CATERING-NEW YEAR'S EVE GA	500.00 500.00	A/P	OUT-STD	03/24/2016
017933	03/30/2016 ALEX REID 224.87 GG-EVENTCOORD-CSPA SPORT EV	224.87 224.87	A/P	OUT-STD	03/30/2016
017934	03/30/2016 ATLANTIC ALARM & SOUND LTD 67649 CC-AUDIO ADDITION	3,166.76 3,166.76	A/P	OUT-STD	03/30/2016
017935	03/30/2016 BELLBOY DRYCLEANERS 28-382184 CC-DRYCLEANING-LINENS	158.20 158.20	A/P	OUT-STD	03/30/2016
017936	03/30/2016 BLAKNEY'S TRUCKING INC. 73 TS-STS-ROAD SALT	1,284.77 1,284.77	A/P	OUT-STD	03/30/2016
017937	03/30/2016 BORDER INVESTIGATIONS & SECURITY INC. 14250 PS-BYLAW-MARCH/16 FEE	2,531.20 2,531.20	A/P	OUT-STD	03/30/2016
017938	03/30/2016 CLONEY CONSTRUCTION INC. 00163 PM-LIBRARY-INSTALL GUTTER, INSI	4,796.85 4,796.85	A/P	OUT-STD	03/30/2016
017939	03/30/2016 CNH CAPITAL IN80005 TS-#11- FILTERS	123.22 123.22	A/P	OUT-STD	03/30/2016
017940	03/30/2016 FRANK G GODSOE CHARTERED ACCOUNTANT 846 GG-TREASURY-ACCOUNTING SUPP 847 GG-TREASURY-ACCOUNTING SUPP 850 GG-TREASURY-ACCOUNTING SUPP	5,100.26 1,168.42 3,826.18 105.66	A/P	OUT-STD	03/30/2016
017941	03/30/2016 IRVING ENERGY DISTRIBUTION AND MARKETING 443724 TS-STS-DIESEL 730417 TS-STS-GAS	4,246.40 513.57 3,732.83	A/P	OUT-STD	03/30/2016
017942	03/30/2016 KEM CANADA MFG 107064 CC-CLEANING SUPPLIES	888.18 888.18	A/P	OUT-STD	03/30/2016
017943	03/30/2016 LSW WEAR PARTS LTD. 43172 TS-#34- POLY ZZ CONVOLUTED 43191 TS-#34- POLY ZZ CONVOLUTED	875.76 437.88 437.88	A/P	OUT-STD	03/30/2016
017944	03/30/2016 MEGA-LAB MANUFACTURING CO. LTD. 541071 TS-SHOP- MEGALUBE WP GREASE	247.47 247.47	A/P	OUT-STD	03/30/2016
017945	03/30/2016 MICMAC FIRE & SAFETY SOURCE LTD. NB-00833010 PS-FIRE-FACESHIELDS	857.67 857.67	A/P	OUT-STD	03/30/2016
017946	03/30/2016 MINISTER OF FINANCE WEEK132016 EMPLOYEE DEDUCTIONS-MAR 27-A	209.30 209.30	A/P	OUT-STD	03/30/2016
017947	03/30/2016 MSC INDUSTRIAL SUPPLY ULC 8228382001 TS-SHOP- LOCK WASHERS, NUTS, C	266.35 266.35	A/P	OUT-STD	03/30/2016
017948	03/30/2016 ORKIN CANADA CORPORATION IN-6752474 PS-FIRE- PEST CONTROL IN-6784468 CC-PEST PATROL	189.28 124.87 64.41	A/P	OUT-STD	03/30/2016
017949	03/30/2016 SHANNON MICHAEL WEEK132006 PS-ANIMALCONTROL-WEEKLY FEE WEEK132016* PS-ANIMALCONTROL-WEEKLY VEHI	365.44 167.69 197.75	A/P	OUT-STD	03/30/2016

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017951	03/30/2016 SOURCE ONE SUPPLIES	656.62	A/P	OUT-STD	03/30/2016
	11174 CC-JANITORIAL SUPPLIES	99.89			
	11228 PM-LIUBRARY- GARBAGE BAGS, PA	430.24			
	11377 CC-JANITORIAL SUPPLIES	126.49			
017952	03/30/2016 SPARTAN FITNESS	50.84	A/P	OUT-STD	03/30/2016
	261029 CC-FITNESS ROOM-TEFLON LUBRIC	50.84			
017953	03/30/2016 SPEEDY ST-STEPHEN 8768	6,155.90	A/P	OUT-STD	03/30/2016
	8768-202651 ARENA-INSTALLATION OF NEW GLA	6,155.90			
017955	03/30/2016 THYSSENKRUPP ELEVATOR (CANADA) LIMITED	474.60	A/P	OUT-STD	03/30/2016
	550058465 CC-ELEVATOR MAINTENANCE	474.60			
017956	03/30/2016 TRC HYDRAULICS INC.	1,396.80	A/P	OUT-STD	03/30/2016
	431460 TS-#16- REPAIR TRIP CYLINDER	1,396.80			
017957	03/30/2016 TROY LIFE & FIRE SAFETY LTD	649.75	A/P	OUT-STD	03/30/2016
	1496633 CC-SEMI-ANNUAL INSPECTION	649.75			
017958	03/30/2016 WURTH CANADA LIMITED	511.21	A/P	OUT-STD	03/30/2016
	22212633 TS-SHOP- HAND CLEANER, PIPE SE	511.21			
017959	03/30/2016 ZEE MEDICAL CANADA CORP.	413.77	A/P	OUT-STD	03/30/2016
	0160102786 PS-FIRE- FIRST AID SUPPLIES	264.10			
	0160102787 TS-SHOP- FIRST AID SUPPLIES	149.67			
Cheque Totals Issued:		529,217.47			
Void:		0.00			
Total Cheques Generated:		529,217.47			
Total # of Cheques Listed:		162			

* - Partial payment was made on Invoice

** - Name on Check was modified

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

MARCH 2016

Southwest Concrete & Const Ltd. (Construction - Storm And Sanitary Sewer
Improvements - Bell Avenue and Todd Street - Project No. 15-1718,
Cheque #114)

63,649.19

Grand Total

\$ 63,649.19

Town of St. Stephen
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 Cheques from 000001 to 005785 dated between 03/01/2016 and 03/31/2016

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Number	Issued	Amount	SC	Status	Status Date
005709	03/03/2016 BRENNTAG CANADA INC. 40613903 WS-SOURCE- CHLORINE	5,966.48 5,966.48	A/P	OUT-STD	03/03/2016
005710	03/03/2016 CANADIAN TIRE N16035001 SCD-DISPOSAL- TAPE MEASURE N16035003 SCD-DISPOSAL- ORGANIZER CLIP N16035027 WS-SOURCE- SAFETY SPRING HOO N16035032 SCD-DISPOSAL- LIKEWISE CERAMI, N16035086 WS-SOURCE- PAINT SUPPLIES, PAI N16035092 SCD-DISPOSAL- ROPE, UTILITY PUM N16035564 SCD-DISPOSAL- MNS GLVS, SNAP N16035585 WS-SOURCE-SUNGLASSES, NESTIN N16035586 WS-SOURCE- KEYS N16036074 WS-TRANS&DIST- YACHT MOP, GEL N16036178 WS-TRANS&DIST- CLAMPS, OIL, ME N16036194 WS-TRANS&DIST- CLOTHING ALLOV N16036199 WS-SOURCE-SOCK SET, 4PC HOOK	1,058.04 11.79 2.16 4.51 65.52 113.75 282.99 69.19 228.08 11.25 53.61 97.68 50.84 66.65	A/P	OUT-STD	03/03/2016
005711	03/03/2016 CARQUEST 14836-31787 WS-#105- BLOWER MTR RESISTOR	32.07 32.07	A/P	OUT-STD	03/03/2016
005712	03/03/2016 CORROSION SERVICE COMPANY LIMITED 55993 WS-SOURCE-WATER TOWER MAINT	1,642.79 1,642.79	A/P	OUT-STD	03/03/2016
005713	03/03/2016 CREIGHTON-CARTER LTD. 961-392969 WS-#102- BLADES 961-392991 WS-TRANS&DIST- 1 8 -5 32 RED 961-394674 WS-TRANS7DIST- T-SHIRT WIPES	218.58 186.31 2.08 30.19	A/P	OUT-STD	03/03/2016
005714	03/03/2016 DAVIS FUELS LTD. 155224 WS-MAXWELLXING- HOUSE HEATIN	426.27 426.27	A/P	OUT-STD	03/03/2016
005715	03/03/2016 HOVEY'S HUSKY SALES & SERVICE 8123 WS-TRANS&DIST- WATER PUMP	405.67 405.67	A/P	OUT-STD	03/03/2016
005716	03/03/2016 KSB PUMPS INC. 591005167 SCD-DISPOSAL-REPAIR FLYGT 3127	2,523.80 2,523.80	A/P	OUT-STD	03/03/2016
005717	03/03/2016 MECHMUFFLER & CUSTOM EXHAUST INC. 3780 SCD-DISPOSAL- CUTTING EDGES	614.04 614.04	A/P	OUT-STD	03/03/2016
005718	03/03/2016 SOUTHERN SANITATION LTD. 154507 WS-BUDD AVE- GARBAGE COLLECT 154508 WS-BUDD AVE- GARBAGE COLLECT 154590 WS-BUDD AVE- GARBAGE COLLECT	347.82 115.94 115.94 115.94	A/P	OUT-STD	03/03/2016
005719	03/03/2016 STATIONERY PLUS 362704 SCD-DISPOSAL-TAPE, HILITERS, BII 363038* WS/SCD- TOWN HALL- PEN, BINDEF 363577* WS/SCD-TOWN HALL- BINDERS, HIL 363675* WS/SCD-TOWN HALL- PAPER FASTI	50.36 21.52 6.45 18.22 4.17	A/P	OUT-STD	03/03/2016
005720	03/03/2016 THE PANEL SHOP 746-99-84.1 SCD-DISPOSAL- VTSCADA RUN TIM 746-99-84.2 SCD-DISPOSAL- SCADA SOFTWARE 746-99-84.3 SCD-DISPOSAL- LAGOON UPGRADE	14,916.00 4,972.00 4,972.00 4,972.00	A/P	OUT-STD	03/03/2016
005721	03/03/2016 WORLDLYNX 13048IN26492 WS-TRANS&DIST- BLUETOOTH HEA	124.24 124.24	A/P	OUT-STD	03/03/2016
005722	03/03/2018 KEVIN MCCARTY <i>Utility Overpayment Refund</i>	572.63	A/R	OUT-STD	03/03/2016

* - Partial payment was made on Invoice
 ** - Name on Check was modified

Town of St. Stephen
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Number	Issued	Amount	SC	Status	Status Date
005723	03/03/2016 JESSE RYAN O'NEILL <i>Utility Overpayment Refund</i>	157.47	A/R	OUT-STD	03/03/2016
005724	03/09/2016 PITNEY WORKS FEBRUARY142016* WS/SCD-TOWNHALL-POSTAGE MET	1,200.00 1,200.00	A/P	OUT-STD	03/09/2016
005725	03/09/2016 PUROLATOR COURIER LTD. 429921879 WS-SOURCE-TO HYPERION RESEA	79.16 79.16	A/P	OUT-STD	03/09/2016
005726	03/09/2016 WATSON'S HEATING AND VENTILATION 7809 WS-SOURCE- NOZZLE, OIL FILTER	168.94 168.94	A/P	OUT-STD	03/09/2016
005727	03/09/2016 XPLORNET INV12185251 WS-MAXWELLXING-SATELLITE SER	73.44 73.44	A/P	OUT-STD	03/09/2016
005728	03/16/2016 AIR LIQUIDE CANADA 63731753 WS-SHOP- BLUESHIELD 8, 50, CARE	18.91 18.91	A/P	OUT-STD	03/16/2016
005729	03/16/2016 BELL MOBILITY INC. 523889487FEB16* WS/SCD-CELL PHONE CHARGES	856.87 856.87	A/P	OUT-STD	03/16/2016
005730	03/16/2016 BRIGGS PLUMBING INC. 110935 SCD-DISPOSAL- CHECK VALVE, BAL 110973 SCD-DISPOSAL- TEES, BOILER DRA	204.79 69.37 135.42	A/P	OUT-STD	03/16/2016
005731	03/16/2016 EMCO CORPORATION 12500197-00 WS-TRANS&DIST- BALL VALVES, SE 12500198-00 WS-TRANS&DIST- COTTER PINS, CC	1,045.40 884.04 161.36	A/P	OUT-STD	03/16/2016
005732	03/16/2016 IMAGEWEAR A DIVISION OF MARK'S 7606834 WS-ST5- CLOTHING ALLOWANCE 7608345 WS-ST5- CLOTHING ALLOWANCE	869.94 54.24 815.70	A/P	OUT-STD	03/16/2016
005733	03/16/2016 MIDLAND COURIER 09535915 WS-TRANS&DIST-TO ELM INDUSTRI	79.60 79.60	A/P	OUT-STD	03/16/2016
005734	03/16/2016 PARTS FOR TRUCKS INC. 34222640-00 WS-#102- VEHICLE LIGHTING HARN	1,219.28 1,219.28	A/P	OUT-STD	03/16/2016
005735	03/16/2016 PITNEY BOWES 1000165893* WS/SCD-TOWNHALL-POSTAGE MET	121.61 121.61	A/P	OUT-STD	03/16/2016
005736	03/16/2016 RICHWIL TRUCK CENTRE LTD. 113318 WS-#8- ALTNATOR 113343 WS-#8- KT BRKT KI	334.31 236.17 98.14	A/P	OUT-STD	03/16/2016
005737	03/16/2016 SAINT JOHN LABORATORY SERVICES LTD. 295-16 SCD-DISPOSAL- TREAT PLANT LAB	2,014.96 2,014.96	A/P	OUT-STD	03/16/2016
005738	03/16/2016 TOWN OF ST. STEPHEN 61173.75 WS-UTILITY-FUND TRANSFER	61,173.75 61,173.75	A/P	OUT-STD	03/16/2016
005739	03/23/2016 COX ELECTRONICS & COMMUNICATIONS 2-1763235 WS-SOURCE- CARD READER	28.19 28.19	A/P	OUT-STD	03/23/2016
005740	03/23/2016 ENTRETIEN CHLORATECH INC. 102173 WS-SOURCE-CHLORINE GAS CYLIN	3,875.90 3,875.90	A/P	OUT-STD	03/23/2016
005741	03/23/2016 GULLISON'S COURIER SERVICE 34667 WS-SOURCE- TO RPC FR/TOWN 34668 WS-SOURCE-TO DOE LAB FR/TOWN 346652 WS-SOURCE- TO RPC FR/ TOWN 346675 WS-SOURCE- TO DOE LAB FR/TOWI 346676 WS-SOURCE-RPC FR/TOWN 354479 WS-SOURCE- TO RPC FR/TOWN 354480 WS-SOURCE- TO DOE LAB FR/ TOW	339.00 33.90 33.90 33.90 33.90 33.90 33.90 33.90	A/P	OUT-STD	03/23/2016

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** - Name on Check was modified

Town of St. Stephen
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Number	Issued		Amount	SC	Status	Status Date
	354491	WS-SOURCE- TO DOE LAB FR/ TOW	33.90			
	546924	WS-SOURCE- TO DOE LAB FR/TOWI	33.90			
	546825	WS-SOURCE- TO RPC FR/TOWN	33.90			
005742	03/23/2016	HYPERION RESEARCH LTD.	1,664.50	A/P	OUT-STD	03/23/2016
	56008	WS-SOURCE- SPORE COUNTS	1,664.50			
005743	03/23/2016	IMAGEWEAR A DIVISION OF MARK'S	122.00	A/P	OUT-STD	03/23/2016
	7623641	WS-SOURCE- CLOTHING ALLOWAN	122.00			
005744	03/23/2016	KEVIN CLEGHORN CARPENTRY	354.76	A/P	OUT-STD	03/23/2016
	500931	WS-MAXWELL X-ING- WATER SHED	354.76			
005745	03/23/2016	MINISTER OF FINANCE	2,506.94	A/P	OUT-STD	03/23/2016
	I0003131	WS-SOURCE-DRINKING WATER LAE	1,648.14			
	I0003259	WS-SOURCE-DRINKING WATER LAE	858.80			
005746	03/23/2016	MINISTER OF FINANCE <i>(Land Use Phones)</i>	286.60	A/P	OUT-STD	03/23/2016
	11366812FEB16	WS-SOURCE-PUMP STATION	134.02			
	19002807FEB16	SCD-DISPOSAL-OLD BAY WWTP	152.58			
005748	03/23/2016	N. B. ELECTRIC POWER	17,018.89	A/P	OUT-STD	03/23/2016
	38659807MAR16	WS-3119MAXWELLXING-BUILDING	703.96			
	50228902MAR16	WS-MAXWELLXING-PUMPS	557.44			
	52557428MAR16	SCD-218OLDBAYRD-WWTP	4,728.61			
	53123617MAR16	SCD-STS-DECHLORINATION CHAME	139.08			
	53158875MAR16	SCD-STS-BUDD AVE LIFT STATION	3,505.18			
	53473043MAR16	WS-SOURCE-CHLORINE RESIDUAL	91.50			
	54807440MAR16	WS-STS-158A MILLTOWN BLVD LIFT	30.79			
	56356048MAR16	SCD-STS-18 RIVERSIDE DR LIFT S	36.57			
	61204006MAR16	SCD-STS-2216 KING ST LIFT STAT	229.74			
	61224002MAR16	SCD-STS-358A MILLTOWN BLVD LIF	1,374.16			
	6123C004MAR16	WS-MAXWELLXING-PUMPS	3,594.71			
	61236008MAR16	SCD-STS-358A MILLTOWN BLVD LIF	1,372.59			
	76139807MAR16	SCD-STS-54 RIVERSIDE DR LIFT S	105.78			
	82291006MAR16	WS-SOURCE-RESERVOIR	298.26			
	84634906MAR16	SCD-STS-658A RIVERSIDE DR LIFT	108.66			
	84543406MAR16	WS-STS-TODD HILL RESERVOIR	141.86			
005749	03/23/2016	PUROLATOR COURIER LTD.	426.01	A/P	OUT-STD	03/23/2016
	43C165436	WS-SOURCE-TO HYPERION RESEA	426.01			
005750	03/23/2016	SERVICE NEW BRUNSWICK <i>(Vehicle Registrations)</i>	209.00	A/P	OUT-STD	03/23/2016
	CJA1812018	SCD-STS-2002 PK NISSAN PLUG	19.00			
	CKN9922016	WS-STS-2006 PK CHEVRO 3500	19.00			
	CLL4582016	WS-2007-PK FORD RANG	19.00			
	CSA0612016	WS-STS-2014 TOYOTA TACOMA	19.00			
	L621682016	SCD-STS-1987 FM INTERN DCDT	19.00			
	L899922016	WS-STS-1998 PK CHEVRO 2500	19.00			
	LB82672016	WS-STS-1987 INTERNATIONAL	19.00			
	T191902016	WS-STS-1988 BH CASE BACKHOE	19.00			
	TBO8862016	WS-STS-1992 FM AQUATE SEPTIC	19.00			
	TEL1402016	WS-1986-TY GARDNE DENVER	19.00			
	THM8992016	WS-STS-TY ROADMA UTILIT	19.00			
005751	03/23/2016	SOURCE ATLANTIC	864.45	A/P	OUT-STD	03/23/2016
	2267420	WS-STS- CLOTHING ALLOWANCE	333.35			
	2271866	SCD-DISPOSAL- CLOTHING ALLOW/	384.20			
	2271867	SCD-DISPOSAL- CLOTHING ALLOW/	146.90			

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** - Name on Check was modified

Town of St. Stephen
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Number	Issued	Amount	SC	Status	Status Date
005752	03/23/2016 THE PANEL SHOP 746-99-86 WS-SOURCE-INSTALL & CONFIGUR	84.75 84.75	A/P	OUT-STD	03/23/2016
005753	03/23/2016 TOWN OF ST. STEPHEN 56781.51 WS-UTILITY-FUND TRANSFER	56,781.51 56,781.51	A/P	OUT-STD	03/23/2016
005754	03/30/2016 AIR LIQUIDE CANADA 63909351 WS-TRANS&DIST- CARBON DIOXIDE	61.35 61.35	A/P	OUT-STD	03/30/2016
005755	03/30/2016 KEM CANADA MFG 107034 WS-TRANS& DIST- TRB 555 TROPIC	205.26 205.26	A/P	OUT-STD	03/30/2016
005756	03/30/2016 MILLTOWN MACHINE & FABRICATION LTD. 18260 WS-#8- 16 GA PLATE, LABOUR TO S	116.39 116.39	A/P	OUT-STD	03/30/2016
005757	03/30/2016 PARTS FOR TRUCKS INC. 34223353-00 WS-#8- FRONT WHEEL SEALS	158.86 158.86	A/P	OUT-STD	03/30/2016
005758	03/30/2016 RESOURCE SYSTEMS INC. 86-5813 SCD-DISPOSAL- TUBING CONNECTOR 86-5826 SCD-DISPOSAL- TUBE CONNECTOR	2,393.98 169.73 2,224.25	A/P	OUT-STD	03/30/2016
005759	03/30/2016 SOURCE ONE SUPPLIES 11255 SCD-DISPOSAL- BOSCH	71.34 71.34	A/P	OUT-STD	03/30/2016
005760	03/30/2016 WORLDLYNX 13048IN27718 WS-SOURCE-MINI IPAD	672.35 672.35	A/P	OUT-STD	03/30/2016
005761	03/30/2016 STUBBERT, JEREMY & ANGELA <i>Utility Overpayment Refund</i>	441.40	A/R	OUT-STD	03/30/2016
005762	03/30/2016 CAROL MARY BEHAN <i>Utility Overpayment Refund</i>	156.17	A/R	OUT-STD	03/30/2016
Cheque Totals Issued:		187,356.82			
Void:		0.00			
Total Cheques Generated:		187,356.82			
Total # of Cheques Listed:		53			

* - Partial payment was made on Invoice

** - Name on Check was modified

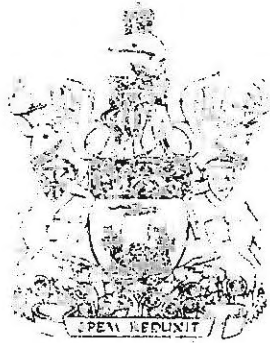
RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

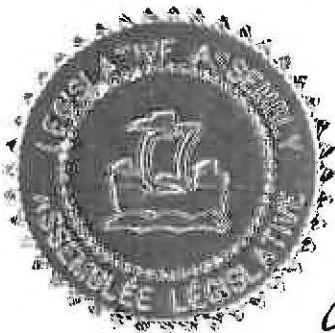
COMMUNICATION FOR INFORMATION FILE
THAT Communication for Information, note and file, be adopted.

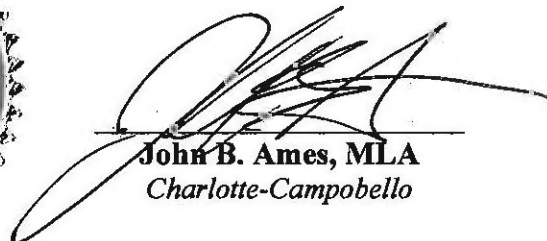


HANSARD - EXCERPT
JOHN AMES, MLA
CHARLOTTE-CAMPOBELLO
LEGISLATIVE ASSEMBLY OF NEW BRUNSWICK
MARCH 30, 2016

Mr. Ames : It is a great honour for me to rise in the House today to recognize my hometown of St. Stephen. CBC is celebrating this wonderful town with the #seeyouhereCBC Atlantic tour and will be enjoying events throughout the community. The tour will start the day at Something's Brewing Cafe on the waterfront. That will be followed by a tour of the Chocolate Museum where they will be hand-dipping chocolates, and they will be ending the day with a skating party at the brand-new Garcelon Civic Center in the heart of downtown.

Although we have all seen a sluggish world economy, a national recession, and many struggling communities in our province, the St. Stephen region has shown perseverance and innovation and it has a lot to brag about. There are more businesses opening up and entrepreneurs investing in the collective future than we have seen in decades. I am extremely proud to see this growth, and I am excited for the new prospects and projects that are on their way. It has been an extreme honour to live in and serve this beautiful place and its residents. I invite all members to echo my encouragement to foster even further success for this exemplary community. Thank you.




John B. Ames, MLA
Charlotte-Campobello

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

COMMITTEE OF COUNCIL MEETING

THAT the Minutes of the Committee of Council meeting held on March 21, 2016 be approved as circulated.

COMMITTEE MEETING
MONDAY, MARCH 21, 2016 @ 6:30 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

1. RECORDING OF ATTENDANCE

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

2. APPROVAL OF AGENDA

It was **MOVED** by Deputy Mayor MacEachern and **SECONDED** by Councillor Harding that the agenda be approved with two (2) additional Financial Matters as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*. CARRIED

3. CONFLICT OF INTEREST

There were no conflicts of interest declared.

4. ITEM

Motion to move into closed session as per:

- (i) Financial Matter - Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – three (3) items

It was **MOVED** by Councillor Booth and **SECONDED** by Councillor Maxwell that the above-noted three (3) items be moved into closed session as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*. CARRIED

5. ADJOURNMENT

Council came out of closed session at 6:45 p.m., at which time it was **MOVED** by Councillor Booth and **SECONDED** by Councillor Pond that the meeting adjourn at 6:45 p.m. CARRIED

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEE MEETING
MONDAY, MARCH 21, 2016 @ 6:30 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. CONFLICT OF INTEREST

4. ITEM

Motion to move into closed session as per:

- (i) Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – one (1) item

5. ADJOURNMENT

RESOLUTION NO.: _____

DATE: April 25, 2016

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 April 13, 2016 be approved as circulated.

COMMITTEES MEETING
WEDNESDAY, APRIL 13, 2016 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following Open Committees Meeting).

1. Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – nine (9) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – two (2) items

It was MOVED by Deputy Mayor MacEachern and SECONDED by Councillor Harding that the above-noted eleven (11) items be moved into closed session following the Open Committees Meeting, as per Section 10.2(4)(c) and (j) of the New Brunswick *Municipalities Act*. CARRIED

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE

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

ABSENT: Councillor Debbie MacDonald

2. APPROVAL OF AGENDA

It was MOVED by Councillor Maxwell and SECONDED by Councillor Harding that the agenda be approved with one (1) addition: Out of Province Travel be added as (iv) under the Police and Fire Committee. CARRIED

3. CONFLICT OF INTEREST

There were no conflicts of interest declared.

4. ITEMS

FINANCE AND ADMINISTRATION – Chaired by Deputy Mayor MacEachern

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

As noted in his report, the Chief Administrative Officer advised that Dillon Consulting Ltd. is proceeding with the work to refine the model results and provide each stakeholder with hydraulic design parameters to support potential structure upgrades along the reach of Billy Weston Brook, and this work will be funded by St. Croix Estuary Project Inc.

Also noted, Cheer Atlantic Allstars has requested financial support to cover rental costs at the Garcelon Civic Center for the Cheer New Brunswick Provincials on May 7, and this request was forwarded to Community Events for review and consideration according to the Special Events Grant Program.

Also, further noted, the final invoice was paid on the Bell Avenue and Todd Street Storm Sewer Separation Project and it exceeded the original cost noted in a former resolution by \$132.73, including HST.

- (ii) Report of the Finance Department – The report of the Finance Department was received and reviewed.
- (iii) Cheque Register for month of March 2016 - The memo from the Assistant Treasurer dated April 6, 2016 with attached cheque register was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, April 25, 2016.

PUBLIC WORKS – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department – The Director of Operations' report was received and reviewed.

As noted in the Director's report, the design and tender documents are in progress and will be delivered in the near future for the signalized crosswalk on Route 3 between St. Stephen High School and the new Irving gas station. In the interim, Council directed the Chief Administrative Officer to hire a qualified temporary crosswalk guard, and a motion will be considered at the next Regular Session of Council on Monday, April 25, 2016.

POLICE AND FIRE - Chaired by Councillor Harding

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

Acting Sergeant Terry Pomeroy was in attendance and in addition to his report, presented 2015 statistics for the Town related to:

- ATV offences and accidents
- distracted driving offences
- crime reduction and offender checks
- checkpoints

He also announced how pleased he was to have had the opportunity to coach Alyssa Cleaves from St. Stephen on two wrestling achievements.

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

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

As noted in the By-Law Enforcement Officer's report, he had received a complaint from a local cab company with respect to Dial A Ride not being licensed and that he would continue to investigate.

After comments from the media and the public, it was confirmed that Charlotte Dial A Ride is a non-profit organization and Councillor Harding will advise the By-Law Enforcement Officer accordingly.

- (iv) Out of Province Travel – The memo from the Fire Chief dated April 13, 2016 was received and reviewed.

A motion will be considered retroactively at the next Regular Session of Council on Monday, April 25, 2016 to authorize an unbudgeted expenditure up to \$350.00 (three hundred and fifty dollars) for four (4) members of the Fire Department to attend the funeral service in Parrsboro, NS for the wife of Merton Lewis who has been a volunteer firefighter/backup driver for several years.

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 with attached notice from the Department of Transportation and Infrastructure advising the public of the construction of a 300' public safety communications tower on Pleasant Street.
- (iii) Report of the Property Management Office – The Chief Administrative Officer spoke to his report and the two (2) action items are noted as follows:
- Council will consider a motion at the next Regular Session on Monday, April 25, 2016 to declare the Pizza Delight building and property to be surplus, and directed the Chief Administrative Officer to send out a Request for Proposals for the sale of the building and property.
 - Council directed the Chief Administrative Officer to request quotations for demolition of the three (3) Town-owned buildings on King Street.
- (iv) St. Croix Branch No. 9, The Royal Canadian Legion – The memo from the Chief Administrative Officer dated April 11, 2016 with attached Deed, Statement of Adjustments and Certificate of Assessment were received and reviewed.

A motion will be considered at the next Regular Session of Council on Monday, April 25, 2016 confirming the transfer of the property and authorizing the Mayor and Clerk to execute the Deed.

PARKS AND RECREATION - Chaired by Mayor Quartermain in the absence of Councillor MacDonald

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

Further to Council's direction to the Chief Administrative Officer at last month's meeting to check with the snowmobile club on whether or not they had proper insurance coverage for both walking and motorized trail use, as noted in his report, the Director, Parks and Recreation was advised by the snowmobile club that they have the required insurance.

Mayor Quartermain and Deputy Mayor MacEachern had also spoken with the snowmobile club and the Mayor advised Council of the coverage to which Councillor Pond reiterated if it was coverage for both walking and motorized trail use.

Council directed the Chief Administrative Officer once again to check with the snowmobile club, and if proper insurance is in place, a motion will be considered at the next Regular Session of Council to grant permission for the club to commence the necessary work to the trail to allow snowmobile access.

As further noted in the Director's report, Ron Brisley, local musician, requests permission to hold concerts in the Milltown Bandstand, as well as the Rotary Bandstand in the David Alison Ganong Chocolate Park, during the summer months, as well as carry out minor repairs to the Milltown Bandstand with funds raised from voluntary donations.

A motion will be considered at the next Regular Session of Council on Monday, April 25, 2016, granting permission to hold summer concerts in both bandstands, scheduled through the Parks and Recreation Department, and to carry out minor repairs to the Milltown Bandstand in consultation with the Parks and Recreation Department.

- (ii) Parks Vehicle – The memo from the Director, Parks and Recreation dated April 5, 2016 was received and reviewed.

The Director's recommendation to purchase a 2010 F150 truck from Downey Ford was discussed, and after discussions on whether or not a used truck should be purchased or a new one or the possibility of a Public Works truck being transferred to the Parks and Recreation Department since its use is seasonal, Council directed the Chief Administrative Officer to put forward a proposal, and if done so prior to April 25, 2016, then a motion will be considered at that Regular Session.

- (iii) Erection of Signs – The request from the President, Elm Street Nature Park Society, dated April 4, 2016 with attached information on signage and proposed locations was received and reviewed.

A motion will be considered at the next Regular Session of Council on Monday, April 25, 2016 to grant permission to the Elm Street Nature Park Society to erect signs as indicated on the information presented to Council in order to promote the location of the park.

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

As noted in the Chief Administrative Officer's report, the Operations/Maintenance Coordinator of the Garcelon Civic Center resigned and the vacant position was advertised and the interview process will be completed in the near future with a recommendation to Council.

- (v) Grant Applications - The memo from Shelley Kadatz, Project Coordinator, New Horizons for Seniors, was received and reviewed, along with the two (2) grant applications: Fundy Community Foundation and Canada-New Brunswick Job Grant.

Two (2) motions will be considered at the next Regular Session of Council on Monday, April 25, 2016 authorizing the Mayor and Clerk to sign the grant applications; however, since the Fundy Community Foundation grant application deadline is April 15, 2016, Council authorized the execution of that application prior to consideration of the motion on April 25, 2016.

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Pond

- (i) Planning, Promotion and Tourism – The Planning, Promotion and Tourism report with attached Tentative Calendar of Events was received and reviewed.

In particular, as noted in the Chief Administrative Officer's report, a grant of \$2,500.00 will be provided for the Lumberjack Competition through the Special Events Grant Program, as well as a grant for the Cheer Atlantic Allstars – Cheer New Brunswick Provincials to assist with the rental fees of the Garcelon Civic Center.

Councillor Pond, as well as Mayor Quartermain, commended the many volunteers who, without their dedicated service, community events would not be successful.

5. **DELEGATIONS/PRESENTATIONS**

- (i) Breastfeeding Friendly Community – Lori MacKenzie, Public Health Dietitian, Horizon Health Network, on behalf of the New Brunswick Baby-Friendly Initiative Advisory Committee, presented to Council and requested the Town pledge its support to become a Breastfeeding-Friendly Community, and to build a partnership with Horizon Public Health and the New Brunswick Baby-Friendly Advisory Committee to protect, promote and support breastfeeding, and in particular, for the following four (4) reasons:

- Health
- Food security
- Economics
- Environment

**MINUTES
COMMITTEES MEETING
APRIL 13, 2016**

7

Council agreed with the request and Mayor Quartermain will read the "Breastfeeding Friendly Community Pledge" at the Regular Session of Council on Monday, April 25, 2016.

6. NEW BUSINESS

No new business.

7. ADJOURNMENT

The meeting moved into closed session at 6:15 p.m. and returned to open session at 8:05 p.m., at which time it was **MOVED** by Councillor Booth and **SECONDED** by Councillor Maxwell that the meeting adjourn at 8:05 p.m.

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEES MEETING
WEDNESDAY, APRIL 13, 2016 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following Open Committees Meeting).

1. Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – nine (9) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – two (2) items

OPEN COMMITTEES MEETING

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

FINANCE AND ADMINISTRATION – Chaired by Deputy Mayor MacEachern

- (i) Report of the Chief Administrative Officer
- (ii) Report of the Finance Department
- (iii) Cheque Register for month of March 2016 – Memo from Assistant Treasurer dated April 6, 2016 with attachment:
 - Cheque Register

PUBLIC WORKS – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department

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 – with attachment:
 - Copy of Department of Transportation and Infrastructure Public Notice with respect to construction of a public safety communications tower
- (iii) Report of the Property Management Office
- (iv) St. Croix Branch No. 9, The Royal Canadian Legion – Memo from the Chief Administrative Officer dated April 11, 2016 with attachments:
 - Copy of Deed
 - Statement of Adjustments and Certificate of Assessment

PARKS AND RECREATION – Chaired by Councillor MacDonald

- (i) Report of the Parks and Recreation Office – with attachment:
 - Letter from Ron Brisley dated March 17, 2016
- (ii) Parks Vehicle – Memo from Director, Parks and Recreation, dated April 5, 2016 attached.
- (iii) Erection of Signs – Request from President, Elm Street Nature Park Society, dated April 4, 2016 with attachments:
 - Info on signage and proposed locations marked “A – G”
- (iv) Garcelon Civic Center Report – Report from the Chief Administrative Officer.
- (v) Grant Applications – Memo from Shelley Kadatz dated April 8, 2016 with attachments:
 - Fundy Community Foundation Grant Application
 - Canada-New Brunswick Job Grant Program Application

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Pond

- (i) Planning, Promotion and Tourism – Report from the Chief Administrative Officer with attachment:
 - Tentative Calendar of Events

5. **DELEGATIONS/PRESENTATIONS**

- (i) Breastfeeding Friendly Community – Presentation by Lori MacKenize, Public Health Dietitian, Horizon Health Network, on behalf of the New Brunswick Baby-Friendly Initiative Advisory Committee.

6. **NEW BUSINESS**

7. **ADJOURNMENT**

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

STAFF REPORTS

THAT the following staff reports for the month of March 2016 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Parks and Recreation Department, Fire Department; By-Laws and Building Inspection Services; Development Office; Property Management Services; and Garcelon Civic Center

Report to Mayor and Council – March 2016

Mission and Vision

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

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

- Increased participation in the Chamber of Commerce (approximately 150 members this year).
- CBC New Brunswick Celebrates St. Stephen (March 30) – a tremendous demonstration of community pride, an opportunity to share all of the attributes that make St. Stephen the best little town “in the middle of everywhere”, and the warmest welcome to our CBC guests.

Billy Weston Brook Flooding

Dillon Consulting Ltd. is proceeding with the work to refine the model results and provide each stakeholder with hydraulic design parameters to support potential structure upgrades along the reach of the brook. As mentioned last month, the St. Croix Estuary Project Inc. is funding this work.

Grant requests

Cheer Atlantic Allstars requested financial support to cover rental costs at the Garcelon Civic Center for the Cheer New Brunswick Provincials on May 7. This was forwarded to Community Events for review and consideration according to the Special Events Grant Program (February 2016).

Final Completion / Payment

Bell Avenue and Todd Street Storm Sewer Separation Project
The final invoice was paid and it exceeded the original cost noted in the resolution by \$ 132.73 (including HST).



Community Pride Month - May 2016

Tentative Plan

May 5 - Town Pride Clean Up Day

May 6 - Market Opening Day

May 8 – Mother's Day (proposed Mothers Day Brunch)

May 9 - Election Day

May 21 - Town Wide Yard Sale

May 26 - CBDC Business Mixer (St. Stephen's University).

May 29 - Canadian Tire Jumpstart day (proposed St. Stephen's 145th birthday Cake Cutting)

May 30 or 31 – Municipal Council Swearing In Ceremony and Special Council Meeting (tentative).

Week of 1st-7th: Rake Up/ Clean Up

Week of 8th-14th: Paint Up/ Fix Up

Week of 15th-21st: Landscaping

Week of 22nd-28th: Planting Week

Launch – Community competition: "Working together to tidy up our Town"

Citizens will be challenged in a friendly competition to tidy up our town. The competition will launch during Community Pride Month challenging our citizens to make an extra effort tidying up, sprucing up, planting, gardening, and such that demonstrate the pride we have in our properties – homes and businesses. Nominees will be featured on the Town's website and on our Facebook page. The top three will be recognized on July 28 at the Summer Musical Concert Series in Chocolate Park.



Memo

To: Derek O'Brien, CAO

From: Tim Tozer, Treasurer

Date: 06 April 2016

Subject: Finance Department Report

Staff Activity since last report:

1) **Monthly accounting procedures:**

- A) **Accounts Receivable processing (Daily payment processing, deposits, monthly and quarterly invoicing and collection for both the Utility and General Fund).**
-Working on January-March, 2016 Utility bills.
- B) **Accounts Payable processing (Verification and daily input of invoices, and payment of amounts owed by the Town).**
- C) **Payroll processing (Bi-weekly 65 employees, Monthly 33 employees, Quarterly 1 employee, Bi-yearly 7 employees, Total 106 employees).**
- D) **General Ledger reconciliation's and analysis of accounts of all funds (Monthly closing of accounting records for nine funds).**
-Month end completed to March 31, 2015.

2) **Statements of Revenue and Expenditures to January 31, 2016.**

3) **Preparation and review of departmental information for Committee and Council packages.**

4) **Computer server maintenance.**

5) **Meetings:**

- A) **Committee meeting-March 9, 2016.**
- B) **Tender opening-March 18, 2016.**
- C) **Department Head meeting-March 22, 2016.**
- D) **Civic Center meeting for general accounting-March 24, 2016.**

6) Projects:

- A) Capital Projects-Analysis, MCBB application and projection, monitoring, approval and processing of progress payments, grant remittance forms and debenture application:
 - 1) 2012 Sidewalks and Streets Rehabilitation.
 - 2) Civic Center.
 - 3) Gas Tax Project-Overflow Storm Sewer and Sanitary Sewer Renewal.
 - 4) Gas Tax Project-Water Transmission Main Replacement.
 - 5) Tan House Brook Culverts (Milltown Blvd).
 - 6) Prince William Street Infrastructure Renewal.

- B) 2015 audit working papers-In Progress.

- C) Capital budget-In Progress.

- D) Civic Center accounting reconciliations-In Progress.

- E) Jumpstart processing-In Progress.

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

Public Works Report for March 2016

FROM: Lee Johnson, Director of Operations
DATE: April 01, 2016

1: Water system:

- a) Finished reading Meters.
- b) Repaired 2 Water Service.
- c) Installed 6 new meters.
- d) Plowed Snow.

2: Streets:

- a) Plowed and sanded streets and sidewalks.
- b) Hauled Snow.
- c) Cold Patched pot holes.
- d) Started Sweeping Streets And Sidewalks.
- e) Cleaned off catch Basins.

3: Waste Water:

- a) 12 Sewer Mains were flushed.
- b) 1 Sewer Lateral was flushed.
- c) 3 Sewer Laterals were videoed.
- d) 1 Sewer Lateral was repaired.
- e) Plowed Snow.

4: Capital Projects:

Utility and Street Improvements – Prince William Street – Project No. 152819

Tender was closed on March 18, 2016. Currently reviewing project budget with Town staff prior to award.

Signalized Crosswalk – Route 3 – Project No. 16-3395

Design and tender documents are in progress. Deliverables are expected within a week.

CSO/SSO Long Term Control Plan – Project No. 16-3394

Work has not yet commenced, but is expected to once the Prince William Street project budget is settled and the project is awarded to the Contractor.



Report of Parks & Recreation Dept.

March 2016

Parks

- Dan Hovey and Jennifer Dow are beginning back in the Parks Department.
- Parks students will begin on May 2nd.
- Further to Council's direction to the Chief Administrative Officer at last month's meeting to check with the snowmobile club on whether or not they had proper insurance coverage for both walking and motorized trail use, the snowmobile club has informed me that they have the required insurance.
- Ron Brisley is requesting permission to hold concerts in the 2 bandstands during the summer months. He would also like to complete some small electrical work and a little extension along the back of the Milltown Bandstand. Letter attached.

Action item: that Council grant permission to Ron Brisley for summer concerts at the 2 bandstands, to be scheduled through the Parks and Recreation Dept. and that permission is granted to Ron Brisley to carry out minor repairs to the Milltown Bandstand with funds raised from voluntary donations, in consultation with the Recreation Department.

- The lights at the Jake Donahue Memorial Park are not working properly. As soon as Dan starts in Parks we will be looking at this.
- Fundraising for the Kiwanis Skate Park has become the main priority for the Club, as they continue to progress on their plans for the area. Their 1st phase plans call for paving and fencing of the park.

Pool

- Tara and I have been meeting on the coordination between the 2 pools for the summer. My supervisors will begin working a few hours each week later in April to assist with planning for upcoming season.

Recreation

- Frost Fest went very well. We had great participation in all of the events.
- The Couch to 5K is coming to an end. This very successful 9 week program saw 25 participants start out by trying to run 60 seconds at a time. Now in the last week of the program every one of them is running for 30 minutes without stopping.
- I have submitted my grant proposal for Federal student funding. Still waiting for the Provincial applications to become available.
- We are partnering with the Boys and Girls Club to offer a Sports Camp at the Civic Center for 1 week this summer.

- I will be offering a drop-in Pickelball on the arena floor this spring/summer.
- I will be attending the Atlantic Recreational Facilities Conference in Truro on April 6th-8th.
- We are hosting Sport NB on April 14th. They will be here to speak with local clubs and associations on who they are and how they can be of assistance.
- The 1st Wall of Fame meeting was held on March 1st. Our next meeting will take place on April 5th.
- We will be hosting a presentation on Concussions at the Civic Center on April 14th. 2 highly respected professionals will be here to present.
- The Spring/Summer brochure is now complete and will be mailed out the 1st week of April. The Civic Center schedules were not completed at the time of printing, so they will be circulated at a later date.
- Work continues on our 4th Annual Fun Run
- Planning for the 3rd Annual Ball Hockey tournament.

Meetings

- | | |
|--------------------|------------------------|
| • FRPA | • Community Pride |
| • Sport NB | • Cheer Provincials |
| • RNB | • P&R Committee |
| • Dept Head | • Don Brown – Gun Club |
| • CC Staff | • IWK |
| • Community Events | |

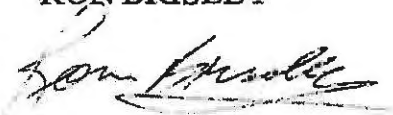
Michael O'Connell
 Director, Parks and Recreation
 Town of St Stephen

TO: THE TOWN OF ST. STEPHEN (COUNCIL)

DATED: 03/17/16

I AM WRITING TO YOU WITH A PROPOSSAL OF THE MILLTOWN BAND STAND AND POSSIBLY THE NEW ROTTARY BAND STAND IN ST. STEPHEN (UPON AVAILABILITY). TO HOLD MUSIC AT MY DECRESTION AND TIME WHEN MUSICIANS AVAILIBLE. MILLTOWN WILL BE HELD INSTEAD OF EVERY SUNDAY NIGHT, IT WILL BE HELD ON THE FIRST AND THIRD SUNDAY EVENINGS STARTING IN THE MONTH OF JUNE (WEATHER PERMITTING IF POSSIBLE) AT 6:00 PM – 8:00PM. I HAVE SPOKE WITH MIKE OCCNNEL ABOUT SOME BENCHES AND PICNIC TABLES FOR THE PARK, (MILLTOWN).PEOPLE REALLY ENJOY THIS PARK AND WOULD LIKE TO BE ABLE TO USE IT FOR OTHER USES AS WELL SUCH AS MAYBE A PICNIC OR JUST TO GO READ A BOOK. I HAVE RAISED ENOUGH MONEY FROM LAST YEAR TO EXTEND THE ELECTRICITY FOR TWO PLUGINS TO BE INSTALLED UP TOP TO BE CONTROLLED BY BREAKERS DOWN BELOW AND TO BE INSTALLED BY A LICENCED ELECTRICIAN, AND ALSO A SMALL EXSTENTION ON THE BACK TOP OF THE STAGE AREA FOR TO BE USED FOR A DRUMMER AS IT IS A LITTLE TO NARROW (THE WALKWAY AREA) SO CAN BE REMOVED IF NEED BE ALSO ENCLUDED IN THE MONEYS I HAVE RAISED, I MAY HAVE ENOUGH MONEY LEFT OVER TO PUT SOME FRESH PAINT ON THE CEILING. I AM IN HOPES TO NOT HAVE TO COLLECT ANY MONEYS THIS YEAR, BUT JUST HAVE PEOPLE COME AND ENJOY THE MUSIC AND PARKS.

THANK-YOU AND LOOK FORWARD TO HEARING FROM YOU
RON BRISLEY



Town of St. Stephen
RECEIVED
MAR 17 2016

St. Stephen Fire Department

Report for March 2016

Alarms were : Town Alarms	6
Out of Town Alarms	9
Mutual Aid ; Rural Fire	1
	16

Alarms are described as being:

		# of firefighters hours	
1. Smoke in a house	2	30	46
2. Structure	4	73	213
3. Alarm System Activation	1	8	8
4. Chimney	2	28	33
5. Smell of Natural Gas	2	29	57
6. Motor Vehicle Accident	2	28	33
7. Assist Ambulance NB (2-Cardiac Arrests, 1 Lift Assist)		30	38

Calls dispatched for the month of March – 68

Fire Department Activities

1. Monthly Meeting of the fire dept.
2. 19 members completed their First Responder /CPR/AED recertification
3. Firefighter 1 class continues

Fire Chiefs Activities

1. Monthly Meeting of the Fire Dept.
2. Monthly meeting of Committee
3. Joint Health and Safety Committee Meeting (only 2 members showed up)
4. First Responder Recert.
5. Management Meeting
6. Working with Plumbing contractors on a price for replacing water lines at 199 union St.

TOWN of ST. STEPHEN

By-Law Enforcement

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

March REPORT

2016

To: CAO – Town of St. Stephen

Please find enclosed my report for March By-Law – Enforcement. We handled 17 calls.

CATEGORY	DETAIL	FOLLOW UP
Assist other Depts. (2)	<p>On information received patrol was made to Brewers lane where a new business was suppose to opening</p> <p>Delivery of letter to Courier</p>	<p>Issue has been dealt with as the owner of has not officially opened as of yet as he is dealing with licensing etc.</p> <p>Delivered personally to reception</p>
Parking Concern (2)	<ul style="list-style-type: none">• <i>Vehicle parked on King St. in violation of two hour parking</i> <p>Received a call from a business owner of vehicle sparking in front of his store, for extended periods. <i>Comp. of tractor trailer parked on Milltown Blvd.</i></p>	<p>Will continue to monitor area</p> <p>Informed complainant that they could park there as long as it wasn't for more than two hours.</p>

General info (5)	<p><i>Request from Mattatal signs regarding by-law</i></p> <p><i>Complaint received with regards to dial a ride from local cab company, as to why they do not have to be licensed.</i></p> <p><i>Request for help on a property line</i></p> <p><i>Request form a lady for old shoulder flashes</i></p> <p><i>Request for info on a food truck</i></p>	<p>Copy was sent to them</p> <p>To my knowledge they are a non profit organization but will continue to investigate.</p> <p>The issue involves a property located outside the town limits and the lady was forwarded to the proper agency.</p> <p>Informed her that we do not have any.</p> <p>The person was given a copy of the by-law with regards to this.</p>
Chicken By-Law	<i>Lady requested a copy of the by-law</i>	Copy was given
Dog by -Law(2)	<p><i>Lady on Riverside drive requesting a copy of the dog by-law</i></p> <p><i>Inquiry about how many dogs a person can have</i></p>	<p>Copy was supplied to her</p> <p>According to the by-law there is no number of dogs one person can own.</p>
Signage (1)	<i>Gentleman was in inquiring about placing signs for the nature park on town property.</i>	Informed him to do up a request to council as to exactly what they were looking at and present it to them.

Taxi (1)	<i>Licensed issued to Cote cab</i>	
Warning tickets(3)	<i>Three warning tickets were issued to parking on King St.</i>	

REPORT OF THE ANIMAL CONTROL OFFICER

I patrolled the Town daily and responded to all complaints. Four animals were picked up and impounded this month. Some of the complaints were cats in the trailer park. Complaints of a dog bite on Canada Postal worker, complaints of dogs on Riverside drive as a toilet. A cat left in cage on Buchanan St.. Dog running on Princess St. picked up. Owner paid fine and license. Two dogs running on Union and Milltown Blvd. on several occasions, unable to catch.

**Respectfully Submitted
Brent MacDougall
By-Law Enforcement Officer**

TOWN of ST. STEPHEN

Building Inspection Services
73 Milltown Blvd. St. Stephen NB. E3L-1G5

MARCH REPORT 2016

BUILDING INSPECTION

The month of March brought in a total of 5 (Five) permits which represents \$1,087,000.00 (One Million and Eighty-Seven Thousand dollars) in building permits

We issued no Stop Work Orders in the month March. This office has 4 (Four) properties we are dealing with under the Unsightly By-Law which are active and in process.

Our office dealt with and has filed 23 (Twenty-Three) Occurrence reports and filed 5 (Five) Building Inspection reports. No electrical waivers were issued.

All required reports were filed with the appropriate government agencies

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

Respectively Submitted

Manzer Young

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

Report of the Development Office – March 2016

**Community Development
Leadership Group –
Future St. Stephen and St.
Stephen Development
Board**

These two community leadership groups are working collaboratively and are planning a merger. The process is being identified and there will be a proposal coming to Council for consideration in the near future.

Future St. Stephen continues community development within the pillars. The working committees are implementing strategies and reporting back regularly.

1. Engaging people
2. Supporting business
3. Attracting new citizens (ex. retirees and young professionals),
4. Building infrastructure
5. Building social capital
6. Marketing the community.

An “Open House” event is being planned for May-June to share the work with the community and to further engage the community for feedback.

**Planning Advisory
Committee**

Committee meeting April 6 was canceled, as there was no business. Next meeting is Wednesday, May 4.

Building Permits

- 5 issued - total estimated construction value of \$ 1 087 000.00.

Sign Permits

- 4 approved.

Variations

- Nothing to report.

Approved plans

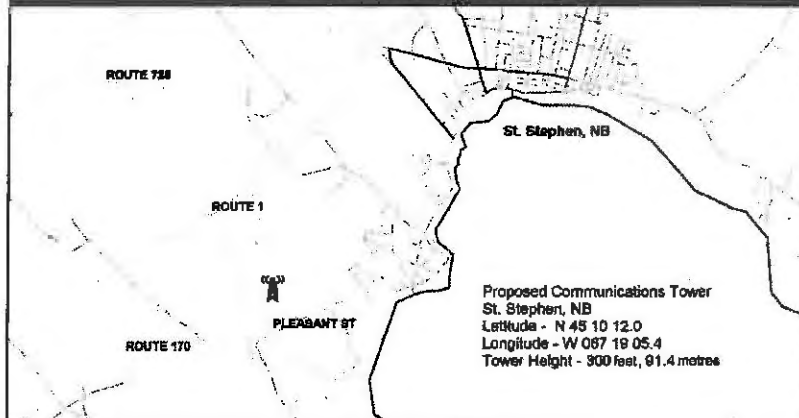
- Nothing to report.

New Development

- The Department of Transportation and Infrastructure is planning to build a communications tower on Pleasant Street (PID # 01308568). Public Meetings are scheduled for May 15. The notice (attached) will be published in the newspaper and the Town website.



Public Notice



The Department of Transportation and Infrastructure wishes to advise the public of the construction of a 91 metre (300 foot) public safety communications tower at St. Stephen, NB. The purpose of the tower is to improve wireless communications for police, ambulance, the Department of Transportation and Infrastructure and other provincial government departments, agencies and first responders in and around St. Stephen. Any comments or concerns relating to the construction of the tower should be forwarded to the Department of Transportation and Infrastructure's Radio Communications Section, either by phone (506-453-3393) or by email at bruce.grandy@gnb.ca, on or before **May 15, 2016**.

New Brunswick
Brunswick



Report of Property Management – March 2016

St. Stephen Train Station	The roof is in very bad shape and needs to be replaced. We are requesting quotations for the cost of this work and will bring information back to a future meeting of Council for consideration.
Giddens Memorial Airport	Eight (8) light fixtures repaired (\$ 218.26 – Southwest Electric).
Old Town Hall 34 Milltown Blvd.	Nothing to report.
RCMP Building	The building renovations are completed (flooring, fire alarm system, electrical and lighting upgrades, and basement work).
Pizza Delight	There is interest in private development in the building. <i>Action: Council consider a resolution declaring the building and property surplus.</i>
Library	The roof work, insulation, and interior wall repairs were completed.
King Street Buildings	All three (3) buildings are now the property of the Town of St. Stephen. <i>Action: Council direct the CAO to request quotations for demolition of the three buildings.</i>



Garcelon Civic Center Report – March 2016

<u>Advising Commission</u>	Next meeting April 18 at 4:30 p.m.
<u>Charlotte County Civic Centre Fund Raising</u>	Nothing to report.
<u>Finance and Administration</u>	The monthly reconciliations for 2015 will be completed by mid-April. Going forward, the month-end reconciliations will require approximately 2 days / month and our treasurer will need additional help to complete this.
<u>Aquatics and Fitness</u>	<ul style="list-style-type: none">• The Spring block of swimming lessons is well subscribed.• Couch to 5K continues with 15 participants.• Taste, Test a Tri averages 10-20 participants.• New Horizons programs will be wrapping up this month.• Introductory water polo was a highlight and there was great excitement. Two (2) people will be trained on April 10.
<u>Facility</u>	<p>Unfortunately, our Maintenance and Operations Coordinator, Andrew Giddens, submitted his resignation from the position and completed his work on April 1, 2016. Andrew made an incredible positive impact on the facility. He created routines and procedures, facilitated the completion of deficiencies, and resolved a number of facility issues. He was a valuable member of the team and he will be difficult to replace.</p> <p>The vacant position was advertised, closed on April 1, and the interview process will be completed as diligently as possible with a recommendation to Council in the near future.</p> <p>The ice was removed the week of April 4.</p>
<u>Programming / Facility Use</u>	<p>All areas of the facility are busy on a daily basis.</p> <ul style="list-style-type: none">• Frost Fest (March 7-12) was a great success.• St. Croix Theatre Company Casino Night (April 9).• St. Stephen-Milltown Rotary Presents The Good Brothers (April 16).• Kiwanis Trade Fair (April 29-30).



RESOLUTION NO.: _____

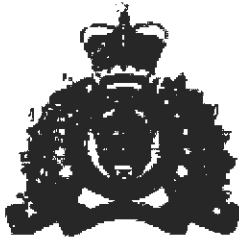
DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

THAT the Royal Canadian Mounted Police March 2016 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.



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

**POLICE REPORT
March, 2016**

Council / Mayor's Report:

This report for St. Stephen RCMP covers the period of **March 1, 2016 to March 31, 2016 inclusive**. During this time period, the RCMP responded to 270 calls for service within the municipality of St. Stephen.

TRAFFIC DETAIL:

Checkstop	7
Tickets issued	16
Warnings issued	22
Traffic Collisions	4

PROVINCIAL STATUTES:

Child Welfare Act	2
Driving While Disqualified or Licence Suspension	1
Fail to Stop or Remain at Accident Scene	3
False Alarms	2
False/Abandoned 911 Call	1
Liquor Act	1
Mental Health Act	8
Off-Road Vehicle Act	1
Other Moving Traffic	1
Other Non-Moving Traffic	1
Parking Offences	1

CRIMINAL CODE:

Assault	2
Assault on Police Officer	1
Assault with Weapon or Causing Bodily Harm	1
Breach of Recognizance	2
Break and Enter – Business	1
Careless Use of a Firearm	1
Crime Prevention	4
Criminal Harassment	2
Disturbing the Peace/Causing a Disturbance	4
Driving While Disqualified/Prohibited	1
Fail to Comply with Probation Order	2
Fail to Comply/Appear – Appearance Notice/PTA	1
Fail to Comply with Order	1
Fail to Comply with Undertaking	1
Firearms Act	1
Fraud Less than or Equal to \$5000	2
Harassing Communications	1
Identity Fraud	1
Impaired Care or Control over 80 mg % of Motor Vehicle	1
Impaired Operation over 80 mg% of Motor Vehicle	5
Information File	4
Luring Minors over Internet for Sexual Purposes	1
Mischief damage to and/or Obstruct Enjoyment of Property	8
Offender Management	1
Other Theft under \$5000	3
Possession of Property Obtained by Crime	1
Sexual Assault	2
Theft from Mail under \$5000	1
Theft Under or Equal to \$5000 - Shoplifting	1
Trespass at Night	3
Utter Threats against a Person	7
VIP Security	1

OTHER FEDERAL STATUTES:

Customs Act – Running the Port	1
Possession – Schedule II – Cannabis less than 30 grams	5
Trafficking – Schedule I – Cocaine	2

OTHER INVESTIGATIONS:

Assistance to Canadian Federal Dept.	1
Assistance to Canadian Provincial Agency	5
Assistance to Canadian Police (non-RCMP) Agency	1

OTHER INVESTIGATIONS:

Abandoned Vehicles	1
Items Lost/Found	6
Person Reported Missing	1
Police Certificates	79
Street Checks	28
Wellbeing Check	1

T. D. POMEROY, Cpl.
A/Operations NCO i/c St. Stephen Post
Royal Canadian Mounted Police

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

TEMPORARY CROSSWALK GUARD – ST. STEPHEN HIGH SCHOOL AND ST. STEPHEN IRVING – CIRCLE K

THAT the Council of the Town of St. Stephen authorizes the Chief Administrative Officer to hire a temporary crosswalk guard on Route 3 between St. Stephen High School and the St. Stephen Irving – Circle K prior to the RA-5 Pedestrian Signal Installation, and to remunerate at minimum wage, retroactive to April 20, 2016.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

OUT-OF-PROVINCE TRAVEL: FIRE DEPARTMENT MEMBERS

THAT the Council of the Town of St. Stephen retroactively approves an unbudgeted expenditure up to \$350.00 (three hundred and fifty dollars), plus the use of a Town vehicle, for out-of-province travel for four (4) members of the Fire Department to attend a funeral service in Parrsboro, NS on Friday, April 15, 2016.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

TOWN-OWNED SURPLUS PROPERTY – 2 KING STREET

THAT the Council of the Town of St. Stephen declares the Town-owned property located at 2 King Street, also known as the Pizza Delight building, and identified as PID # 15010341 to be surplus property.

AND THAT the Council confirms the direction to the Chief Administrative Officer at the Committees meeting on April 13, 2016 to send out a Request for Proposals for the sale of the building and property.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

DEED TRANSFER – THE ROYAL CANADIAN LEGION

WHEREAS the Council of the Town of St. Stephen in 1965 agreed to transfer the property utilized by St. Croix Branch No. 9, The Royal Canadian Legion (the “Legion”) to the Legion;

AND WHEREAS there has not been a conveyance previous hereto;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen transfers the property for the nominal amount of \$1.00 (one dollar) and authorizes the Mayor and Town Clerk to execute the Deed in the form presented to Council.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

ST. CROIX RIDGE RUNNERS – WALKING TRAIL

THAT the Council of the Town of St. Stephen grants the St. Croix Ridge Runners (snowmobile club) access to the walking trail from Prince William Street to Budd Avenue during the winter season.

AND THAT any snowmobiler who uses the trail shall carry at least \$1,000,000.00 (one million dollars) of public liability insurance.

AND FURTHER THAT the snowmobile club will provide signage as required by the Town.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

APPROVAL OF CONCERTS – MILLTOWN BANDSTAND AND ROTARY BANDSTAND

THAT the Council of the Town of St. Stephen grants permission to Ron Brisley, along with other local musicians, to hold musical concerts, scheduled through the Parks and Recreation Department, at the Milltown Bandstand on various Sundays from 6:00 p.m. – 8:00 p.m. commencing in June 2016 and continuing pending weather.

AND THAT the Council of the Town of St. Stephen grants permission to Ron Brisley, along with other musicians, to hold musical concerts occasionally, scheduled through the Parks and Recreation Department, at the Rotary Bandstand located in the David Alison Ganong Chocolate Park.

AND FURTHER THAT permission is granted to Ron Brisley to carry out minor repairs to the Milltown Bandstand, in consultation with the Director of Parks and Recreation, to be paid from voluntary concert donations.

RESOLUTION NO.: _____

DATE: _____ **April 25, 2016**

MOVED BY: _____

SECONDED BY: _____

AWARDING OF QUOTE: 2014 FORD F-150 EXTENDED CAB

THAT of the quotes received, the quote of \$24,877.74 (twenty-four thousand, eight hundred and seventy-seven dollars and seventy-four cents), including HST and registration, from St. Croix Auto Ltd. of Oak Bay, NB, for a 2014 Ford F-150 Extended Cab to be used by the Parks and Recreation Department be accepted.

AND THAT Council authorizes the payment from the redirection of funds budgeted in 2016 as a transfer to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

SIGNAGE – ELM STREET NATURE PARK

THAT the Council of the Town of St. Stephen grants permission to the Elm Street Nature Park Society to erect the following two signs on park property: (i) replacement of entrance sign; and (ii) reinstallation of a former sign.

AND THAT the Council of the Town of St. Stephen grants further permission to erect the following signs on various existing signs in order to promote the location of the park: (i) corner of Elm Street and Parkwood Drive; (ii) east side of Elm Street approximately 680 meters south of Queen Street West; (iii) north side of Queen Street West approximately 680 meters east of the intersection of Queen Street West and Elm Street; and (iv) north side of Queen Street West and Lisgar Street.

AND FURTHER THAT the signage referred to above will be the size and construction as outlined in the information presented to Council at its Committees meeting on April 13, 2016.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

GARCELON CIVIC CENTER – FUNDY COMMUNITY FOUNDATION GRANT APPLICATION

THAT the Council of the Town of St. Stephen accepts the recommendation of the Project Coordinator, New Horizons for Seniors, to apply for a grant in the amount of \$1,500.00 (one thousand, five hundred dollars) through the Fundy Community Foundation, and if successful, such funding would subsidize the "50 Shapes of Fit" program, a fitness program for 50 years old and older which program includes Tai Chi, circuit training, dance, yoga, etc.

AND THAT the Council authorized the Mayor and Town Clerk at its Committees meeting on April 13, 2016 to retroactively sign such application due to the submission deadline of April 15, 2016, and in the form presented to Council.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

GARCELON CIVIC CENTER – CANADA-NEW BRUNSWICK JOB GRANT APPLICATION

THAT the Council of the Town of St. Stephen accepts the recommendation of the Project Coordinator, New Horizons for Seniors, to apply for a training grant through a Canada-New Brunswick Job Grant application, and if successful, such funding would cover two-thirds of the total cost of \$700.00 (seven hundred dollars), including tuition and text books, for training the Project Coordinator, who in turn would assist seniors in the workout room.

AND THAT the remaining one-third of the training cost would be paid by the Town through a previously approved grant from NB Active Communities.

AND FURTHER THAT the Council authorizes the Mayor and Town Clerk to sign such application, in the form presented to Council.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

ECONOMIC DEVELOPMENT AGREEMENT – THE TOWN OF ST. STEPHEN AND ST. STEPHEN DEVELOPMENT BOARD INCORPORATED

WHEREAS the Council of the Town of St. Stephen and the St. Stephen Development Board Incorporated have negotiated terms of an Economic Development Agreement in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Economic Development Agreement is hereby approved and the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Economic Development Agreement between The Town of St. Stephen and the St. Stephen Development Board Incorporated in the form presented to Council.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

SALE OF TOWN-OWNED SURPLUS VEHICLES

THAT of the bids received, Council of the Town of St. Stephen authorizes the sale of the following three (3) surplus vehicles:

<u>Vehicle</u>	<u>Purchaser</u>	<u>Purchase Price</u>
2000 Dodge Ram Pickup Serial No. 1B7HF13Y9YJ119552	Ryan Orchard	\$350.00, plus HST
2002 Chev Silverado Pickup Serial No. 1GCHK24U32Z157655	Ryan Orchard	\$275.00, plus HST
2000 GMC Sierra Pickup Serial No. 1GTEC14V4YE163631	Tim Belyea	\$171.00, plus HST

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

GARCELON CIVIC CENTER – OPERATIONS/MAINTENANCE COORDINATOR POSITION

WHEREAS the Council of the Town of St. Stephen directed the Chief Administrative Officer to advertise for the position of Operations/Maintenance Coordinator at the Garcelon Civic Center filling the vacancy left by the resignation of Andrew Giddens, and such position was advertised and closed on April 1, 2016.

AND WHEREAS the Chief Administrative Officer, upon completion of the interview process, will bring a recommendation to a future meeting.

NOW THEREFORE BE IT RESOLVED THAT the Council accepts the offer from Andrew Giddens to assist during this transition period and for required orientation, and authorizes payment from payroll, based on his former salary, retroactive to April 2, 2016.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

EMPLOYMENT AGREEMENT – THE TOWN AND BARBARA TUCKER

WHEREAS the Council of the Town of St. Stephen and Barbara Tucker have negotiated an Employment Agreement in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an Employment Agreement between The Town of St. Stephen and Barbara Tucker of Dufferin, NB for the position of Administrative & Finance Coordinator of the Garcelon Civic Center commencing April 28, 2016, and in the form of agreement presented to Council.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

AWARDING OF TENDER: RA-5 PEDESTRIAN SIGNAL INSTALLATION – KING STREET (ROUTE 3) - PROJECT NO. 16-3395

THAT of the two (2) tenders received, the low tender of \$34,970.00 (thirty-four thousand, nine hundred and seventy dollars), including HST, from K-Line Construction Ltd. of Beardsley, NB, for an RA-5 Pedestrian Signal Installation on King Street (Route 3) adjacent to St. Stephen High School be accepted.

AND THAT Council authorizes the payment from the redirection of funds budgeted in 2016 as a transfer to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: April 25, 2016

MOVED BY: _____

SECONDED BY: _____

ADJOURNMENT
THAT the meeting adjourn.