

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, DECEMBER 19, 2016 @ 7:00 P.M.

1. PRAYER – Pastor Carlos Concepcion

2. RECORDING OF ATTENDANCE

3. APPROVAL OF AGENDA

4. CONFLICT OF INTEREST

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

6. NOTICES OF MOTIONS

7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – November 28, 2016

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

9. COMMUNICATIONS
COMMUNICATION FOR INFORMATION
COMMUNICATION FOR ACTION

10. APPROVAL OF COMMITTEE MINUTES
 - (a) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – December 7, 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) Garcelon Civic Center

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

- (a) By-Law No. A-7.11 – A By-Law to Amend By-Law No. A-7 “A By-Law to Impose a Special Business Improvement Levy” – Third and Final Reading – Short Title Only

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Town Grant – Operation Christmas Joy
- (c) Transfer to the General Capital Reserve Fund
- (d) Transfer to the General Capital Reserve Fund
- (e) Transfer to the Water and Sewerage Capital Reserve Fund
- (f) Transfer to the Water and Sewerage Operating Reserve Fund
- (g) Transfer to the General Operating Reserve Fund
- (h) Transfer to the General Operating Reserve Fund
- (i) Transfer to the General Operating Reserve Fund
- (j) Town-Owned Surplus Property – PID # 01309079 (70 Queensway)
- (k) Town-Owned Surplus Property – PID # 01311935 (32 Boundary Street)
- (l) Bell Mobility Corporate Account Agreement – Renewal
- (m) Payroll Authorization – Employee # E54
- (n) Regional Development Corporation Project No. 9485 – Town of St. Stephen – Improvements
- (o) Atlantic Canada Opportunities Agency Project No. 208608 – Assistance Under The Innovative Communities Fund

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. CLOSED SESSION

- (a) Motion to move into closed session to discuss one (1) Financial Matter and one (1) Labour and Employment Matter as per Section 10.2(4)(c) and (j), respectively, of the New Brunswick Municipalities Act.

18. ADJOURNMENT

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

REGULAR COUNCIL MEETING

THAT the Minutes of the Regular Council meeting held on November 28, 2016 be approved as circulated.

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, NOVEMBER 28, 2016 @ 7:00 P.M.

1. **PRAYER**

Mayor MacEachern called upon Pastor Gord Walsh to administer a prayer.

2. **RECORDING OF ATTENDANCE**

PRESENT: Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; Chief Administrative Officer Derek O'Brien; and Town Clerk Joan Flewelling.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

287/16 **THAT the Agenda be approved as circulated. CARRIED**

4. **CONFLICT OF INTEREST**

There were no conflicts of interest declared.

5. **READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS**

There were no petitions/presentations/proclamations.

6. **NOTICES OF MOTIONS**

There were no notices of motions.

7. **APPROVAL OF COUNCIL MINUTES**

REGULAR COUNCIL MEETING

Moved by Councillor Parker

Seconded by Councillor Hyslop

288/16 **THAT the Minutes of the Regular Council meeting held on October 24, 2016 be approved as circulated. CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Hyslop
Seconded by Councillor Wheaton

- 289/16** THAT the Minutes of the Special Council meeting held on November 21, 2016 be approved as circulated. **CARRIED**

8. **ACCOUNTS**

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Harding
Seconded by Councillor Chisholm

- 290/16** THAT the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to August 31, 2016 be received. **CARRIED**

PAID BILLS

Moved by Councillor Hyslop
Seconded by Councillor Chisholm

- 291/16** THAT the paid bills in the amount of \$1,450,980.27 (one million, four hundred and fifty thousand, nine hundred and eighty dollars and twenty-seven cents) be received. **CARRIED**

9. **COMMUNICATIONS**

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Hyslop
Seconded by Councillor Harding

- 292/16** THAT Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

10. **APPROVAL OF COMMITTEE MINUTES**

COMMITTEES MEETING

Moved by Councillor Parker
Seconded by Deputy Mayor Carr

- 293/16** 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 November 16, 2016 be approved as circulated. **CARRIED**

PLANNING ADVISORY COMMITTEE MEETING

Moved by Councillor Hyslop
Seconded by Councillor Harding

- 294/16 THAT the Minutes of the Planning Advisory Committee meeting held on September 7, 2016 and approved at its meeting on November 2, 2016 be accepted. **CARRIED**

11. **STAFF REPORTS**

STAFF REPORTS

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

- 295/16 THAT the following staff reports for the month of October 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**

BY-LAW NO. A-7.11 - A BY-LAW TO AMEND BY-LAW NO. A-7 "A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY" – FIRST READING – SHORT TITLE ONLY

Moved by Councillor Wheaton
Seconded by Councillor Harding

- 296/16 THAT leave now be given to introduce a by-law entitled By-law No. A-7.11 – "A By-law to Amend By-law No. A-7, 'A By-law to Impose a Special Business Improvement Levy'" - for First Reading – Short Title Only. **CARRIED**

BY-LAW NO. A-7.11 - A BY-LAW TO AMEND BY-LAW NO. A-7 "A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY" – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Parker
Seconded by Deputy Mayor Carr

- 297/16 THAT By-Law No. A-7.11 – A By-Law to Amend By-Law No. A-7 – "A By-Law to Impose a Special Business Improvement Levy" - be given Second Reading – Reading in its Entirety. **CARRIED**

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

- 298/16 **THAT** the Royal Canadian Mounted Police October 2016 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.
CARRIED

REAPPOINTMENT AND APPOINTMENT – PLANNING ADVISORY COMMITTEE

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

- 299/16 **THAT** Garth Orchard be reappointed to the Planning Advisory Committee for a three (3) year term effective January 1, 2017 and expiring December 31, 2019.

AND THAT Alex Henderson be appointed to the Planning Advisory Committee for a three (3) year term effective January 1, 2017 and expiring December 31, 2019, filling the vacancy left by the retirement of Geoff Knight. **CARRIED**

TOWN OF ST. STEPHEN - COMMERCIAL CREDIT APPLICATION (JOLLY FARMER)

Moved by Councillor Hyslop

Seconded by Councillor Harding

- 300/16 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign a commercial credit application between the Town and Jolly Farmer in order to process any future purchases of the Town from the said company. **CARRIED**

TOWN OF ST. STEPHEN - COMMERCIAL CREDIT APPLICATION (GORDON FOOD SERVICE)

Moved by Councillor Wheaton

Seconded by Deputy Mayor Carr

- 301/16 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign a commercial credit application between the Town and Gordon Food Service in order to process any future purchases of the Town from the said company.
CARRIED

UPDATED JOB DESCRIPTION – RECEPTIONIST AND HOSPITALITY ATTENDANT

Moved by Councillor Chisholm

Seconded by Councillor Hyslop

- 302/16 **THAT** the Council of the Town of St. Stephen approves the attached updated job description for the position of Receptionist and Hospitality Attendant which Council reviewed at its Committee meeting on November 16, 2016, and directed the Chief Administrative Officer to advertise and recommend an additional candidate for one (1) casual position at a future meeting. **CARRIED**

JOB DESCRIPTION – STUDENT EVENT STAFF

Moved by Councillor Hyslop

Seconded by Deputy Mayor Carr

- 303/16** **THAT** the Council of the Town of St. Stephen approves the attached job description for the position of Student Event Staff at the Garcelon Civic Center which Council reviewed at its Committee meeting on November 16, 2016, and directed the Chief Administrative Officer to advertise and hire the required positions. **CARRIED**

COUNCIL APPOINTEE - TOURISM AND PROMOTION ACTION COMMITTEE

Moved by Councillor Harding

Seconded by Councillor Chisholm

- 304/16** **THAT** the Council of the Town of St. Stephen appoints Councillor Ghislaine Wheaton to act as its member on the Tourism and Promotion Action Committee. **CARRIED**

APPROVAL OF EVENTS – COLLABORATIVE CHRISTMAS PLANNING COMMITTEE

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

- 305/16** **THAT** the Council of the Town of St. Stephen grants permission to the Collaborative Christmas Planning Committee (Business Improvement Area, Chamber of Commerce, Town of St. Stephen) to hold the various events as outlined in the “2016 St. Stephen Community Christmas” brochure. **CARRIED**

PURCHASE AND SALE – PORTION OF PID # 01332667

Moved by Councillor Hyslop

Seconded by Councillor Wheaton

- 306/16** **WHEREAS** the Council of the Town of St. Stephen, at its Regular Session on September 26, 2016, declared a portion of Town-owned property located on Riverside Drive and identified as PID #01332667 to be surplus property, and directed the Chief Administrative Officer to post it as surplus property in order to entertain offers to purchase.

AND WHEREAS the Town has received and accepts the Request for Proposal from Robert Beach in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen directs the Chief Administrative Officer to request the Town Solicitor prepare a Purchase and Sale Agreement for approval at a future meeting. **CARRIED**

MUNICIPAL GENERAL AND LIABILITY INSURANCE PROPOSAL - # TOSS16-08

Moved by Deputy Mayor Carr

Seconded by Councillor Harding

307/16

THAT the proposal from Guy R. Day & Son Ltd. of St. Stephen, NB, for \$97,135.00 (ninety-seven thousand, one hundred and thirty five dollars) be accepted for one (1) year effective December 31, 2016.

AND THAT the Town accepts the option to lock in average auto and property rates for a three (3) year period, as well as liability and errors & omissions insurance to be capped at a maximum premium increase of 5% (five percent) annually, as provided for in the three (3) year rate stability agreement stipulated in the proposal from Guy R. Day & Son Ltd., by committing to a second and third year term.

AND FURTHER THAT the Town reserves the option, at the end of the third term, to negotiate for a fourth and/or fifth term with Guy R. Day & Son Ltd., or retender at the Town's discretion. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all Town meetings.
- Attended the Business Improvement Area annual general meeting, as well as the regular monthly meeting.
- Participated in the launch of Mothers Against Drunk Driving Project Red Ribbon Campaign during a recent St. Stephen Aces hockey game.
- Attended the Elm Street Park Society annual general meeting.
- Attended a Concerned Citizens of Charlotte County (C4) meeting.
- Laid a wreath on behalf of the Town at the St. Stephen cenotaph.
- Participated (Olde Carr Auto) in the Santa Claus parade.
- Attended The Five Kings Restaurant soft opening.
- Attended Future St. Stephen's refocus meeting at the Garcelon Civic Center.
- Attended a Revitalizing Southwest NB dinner meeting at the Garcelon Civic Center and Jim Diers, Internationally acclaimed speaker, presented.

Councillor Hyslop

- Attended The Five Kings Restaurant soft opening.
- Attended Future St. Stephen's refocus meeting at the Garcelon Civic Center.
- Attended the Elm Street Park Society annual general meeting.
- Attended all Town meetings.
- Attended a Revitalizing Southwest NB dinner meeting at the Garcelon Civic Center and Jim Diers, Internationally acclaimed speaker, presented.

Councillor Parker

- Attended the Remembrance Day Service at the St. Stephen cenotaph.
- Attended the Santa Claus parade and served hot chocolate and cookies from Top Shelf Cabinets.
- Attended The Five Kings Restaurant soft opening.
- Attended all Town meetings.

Councillor Wheaton

- Attended all Town meetings.
- Attended a Southwest New Brunswick Transit Authority Inc. presentation in Fredericton with Minister Fraser.
- Attended a "Christmas in St. Stephen 2016" planning committee meeting.
- Attended a Business Improvement Area information meeting.
- Attended a New Brunswick Trail meeting.
- Attended Future St. Stephen's refocus meeting at the Garcelon Civic Center
- Attended a Southwest New Brunswick Transit Authority Inc. meeting in St. George.
- Attended a Milltown Development Committee meeting.
- Attending the weekly Wellness (seniors) sessions at the Garcelon Civic Center.
- Attended the tree lighting and Santa Claus parade.
- Worked with the Lionettes at Santa's Arrival.
- Attended The Chocolate Museum annual general meeting.
- Attended the Chocolate Fest annual general meeting.
- Attended Santa Helpers.

Councillor Harding

- Attended all Town meetings.
- Attended a luncheon meeting with Minister John Ames.
- Attended The Five Kings Restaurant soft opening.
- Attended a Milltown Development Committee meeting.
- Stated that the Christmas decorations around Town look great.

Councillor Chisholm

- Attended The Five Kings Restaurant soft opening.
- Attended a "Wall of Fame" meeting at the Garcelon Civic Center.
- Attended the Elm Street Park Society annual general meeting.
- Attended all Town meetings.
- Attended a Garcelon Civic Center Advising Commission meeting.

**MINUTES
REGULAR COUNCIL
NOVEMBER 28, 2016**

Mayor MacEachern

- Attended a Veterans' dinner at the St. Stephen Legion.
- Laid a wreath on behalf of the Town at the Milltown cenotaph.
- Participated in the launch of Mothers Against Drunk Driving Project Red Ribbon Campaign during a recent St. Stephen Aces hockey game.
- Attended the Elm Street Park Society annual general meeting.
- Attended The Five Kings Restaurant soft opening.
- Attended a Revitalizing Southwest NB dinner meeting at the Garcelon Civic Center and Jim Diers, Internationally acclaimed speaker, presented.
- Attended Future St. Stephen's refocus meeting at the Garcelon Civic Center.
- Attended the Tree Lighting and Santa Claus parade.
- Attended an International Festival Committee meeting with the former Calais Mayor.
- Attended Santa Helpers.
- Attended a New Brunswick Trail meeting.

16. QUESTION PERIOD

Questions/comments from Derwin Gowan, reporter with the *Telegraph-Journal*, were addressed by the Mayor and Chief Administrative Officer upon adjournment of the meeting.

17. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor Carr
Seconded by Councillor Harding

308/16 THAT the meeting adjourn at 7:26 p.m. CARRIED

Mayor

Town Clerk

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, NOVEMBER 28, 2016 @ 7:00 P.M.

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2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – October 24, 2016
 - (b) Special Council Meeting – November 21, 2016
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

 - (a) Thank you to Mayor and Council and staff from Sergeant Peter Stubbs dated October 27, 2016.
 - (b) Thank you to Mayor and Council from Deborah Northrup, President, Charlotte County Ground Search and Rescue Team dated November 2, 2016.

COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
 - (a) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – November 16, 2016
 - (b) Planning Advisory Committee Meeting – September 7, 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

- (a) By-Law No. A-7.11 – A By-Law to Amend By-Law No. A-7 “A By-Law to Impose a Special Business Improvement Levy” – First Reading – Short Title Only
- (b) By-Law No. A-7.11 – A By-Law to Amend By-Law No. A-7 “A By-Law to Impose a Special Business Improvement Levy” – Second Reading – Reading in its Entirety

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Reappointment and Appointment – Planning Advisory Committee
- (c) Town of St. Stephen – Commercial Credit Application (Jolly Farmer)
- (d) Town of St. Stephen – Commercial Credit Application (Gordon Food Service)
- (e) Updated Job Description – Receptionist and Hospitality Attendant
- (f) Job Description – Student Event Staff
- (g) Council Appointee – Tourism and Promotion Action Committee
- (h) Approval of Events – Collaborative Christmas Planning Committee
- (i) Purchase and Sale – Portion of PID # 01332667
- (j) Municipal General and Liability Insurance Proposal - # TOSS16-08

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: December 19, 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 September 30, 2016 be received.

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

	Actual To Date For the Nine Months Ending September 30, 2016	Budget For the Year Ending December 31, 2016	Remaining	Percentage Used
Revenue				
Taxes	4,032,974	5,377,298	\$1,344,324	75%
Services Provided to Other Governments	148,372	208,704	60,332	71%
Sale of Services	321,865	630,211	308,346	51%
Other Revenue From Own Sources	207,964	170,401	-37,563	122%
Unconditional Grants	1,221,949	1,629,268	407,319	75%
Unconditional Transfers	5,541	5,541	0	100%
Conditional Transfers	4,477	4,000	-477	112%
Other Transfers	777,223	1,050,027	272,804	74%
Total Revenue	6,720,365	9,075,450	2,355,085	74%
Expenditure				
General Government Services	762,352	956,346	193,994	80%
Protective Services	1,695,732	2,260,218	564,486	75%
Transportation Services	1,205,309	1,915,473	710,164	63%
Environmental Health Services	163,370	260,065	96,695	63%
Environmental Development Services	362,894	377,886	14,992	96%
Recreational and Cultural Services	1,347,731	1,839,190	491,459	73%
Fiscal Services	690,099	1,458,272	768,173	47%
Other	-2,052	8,000	10,052	-26%
Total Expenditures	6,225,435	9,075,450	2,850,015	69%
Surplus (Deficit)	\$494,930	\$0		

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

	Actual To Date For the Nine Months Ending September 30, 2016	Budget For the Year Ending December 31, 2016	Remaining	Percentage Used
Revenue				
Sale of Service	\$1,521,324	\$2,034,105	\$512,781	75%
Other Revenue From Own Service	210,757	190,605	-20,152	111%
Other Transfers	51,974	69,299	17,325	75%
Total Revenue	1,784,055	2,294,009	492,829	78%
Expenditures				
Water Supply	680,816	1,030,075	349,259	66%
Sewerage Collection and Disposal	474,202	683,861	209,659	69%
Fiscal Services	499,171	580,073	80,902	86%
Total Expenditures	1,654,189	2,294,009	639,820	72%
Surplus (Deficit)	\$129,866	\$0		

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

PAID BILLS

THAT the paid bills in the amount of \$1,034,605.83 (one million, thirty-four thousand, six hundred and five dollars and eighty-three cents) be received.

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

November 2016

Town of St. Stephen General Operating Fund (Fund Transfer - Property Purchase 136/138 Milltown Blvd, Cheque #1089)	42,298.43
Dillon Consulting Limited (Engineering - Prince William Street - Project No. 152819, Cheque #1090)	38,272.00
Dillon Consulting Limited (Engineering - Prince William Street - Project No. 152819, Cheque #1091)	67,712.00
	<hr/> <hr/> 148,282.43

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

Visa:

AUGUST 2016

Derek O'Brien (Gen Gov't: Civic Relations; Community Events: Misc Expenses; Civic Center: Pool Supplies, Galaxy Service Fee, Safety Supplies, Arena Supplies) \$ 1,330.35

SEPTEMBER 2016

Derek O'Brien (Gen Gov't: Civic Relations, CAO Conference Fees; Civic Center: Arena Cleaning Supplies, Galaxy Service Fee, Utility Fund Disposal Department: Hood Assembly, Gasket Sets) \$ 2,887.02

Grand Total \$ 4,217.37

Town of St. Stephen
BNK4 - Civic Center Bank Account
Cheques from 000001 to 000013 dated between 11/01/2016 and 11/30/2016

CHEQUE REGISTER

Printed: 3:45:59PM 12/02/2016

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Number	Issued	Amount	SC	Status	Status Date
000012	11/02/2016 TOWN OF ST. STEPHEN TRANSFEROCT/16 GG-CIVICCENTER-TRANFSER TO GI	24,000.00 24,000.00	A/P	OUT-STD	11/02/2016
Cheque Totals Issued:		24,000.00			
Void:		0.00			
Total Cheques Generated:		24,000.00			
Total # of Cheques Listed:		1			

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of St. Stephen
BNK1 - General Bank Account
 Cheques from 000001 to 019226 dated between 11/01/2016 and 11/30/2016

CHEQUE REGISTER

Printed: 3:46:51PM 12/02/2016

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Number	Issued	Amount	SC	Status	Status Date
018225	11/25/2016 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER252016 GG-SERIES "AW"-INTEREST	5,391.75 5,391.75	A/P	OUT-STD	11/25/2016
018235	11/19/2016 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER192016 GG-SERIES "BD"-INTEREST	1,375.25 1,375.25	A/P	OUT-STD	11/19/2016
018236	11/19/2016 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER192016** GG-SERIES "BD"-PRINCIPAL	15,000.00 15,000.00	A/P	OUT-STD	11/19/2016
018237	11/30/2016 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER302016 GG-SERIES "BH"-INTEREST	5,519.50 5,519.50	A/P	OUT-STD	11/30/2016
018238	11/30/2016 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER302016* GG-SERIES "BH"-PRINCIPAL	37,000.00 37,000.00	A/P	OUT-STD	11/30/2016
018239	11/15/2016 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER152016 GG-SERIES "BK"-INTEREST	3,905.75 3,905.75	A/P	OUT-STD	11/15/2016
019042	11/01/2016 HERITAGE COURT HOLDINGS LIMITED RC000023928 GG-TOWNHALL-LEASE-NOV/16	5,417.62 5,417.62	A/P	OUT-STD	11/01/2016
019057	11/01/2016 SHARPE'S LAWN CARE 5159 RC-TURF MAINTENANCE-PLAYING F	14,662.50 14,662.50	A/P	OUT-STD	11/01/2016
019058	11/02/2016 ACKLANDS - GRAINGER INC. 9095102878 PS-FIRE-REPAIR TO SCBA 9245425336 CC-ARENA-PROTECTIVE GLOVES A	1,523.07 1,334.42 188.65	A/P	OUT-STD	11/02/2016
019059	11/02/2016 AJW MECHANICAL LTD. 22598 PM-RCMP-COMPRESSOR REPAIR 22600 CC-ARENA-REPAIRS TO HEAT PUMI	1,724.49 723.99 1,000.50	A/P	OUT-STD	11/02/2016
019060	11/02/2016 BRIGGS PLUMBING INC. 111814 PM-RCMP- MENS TOILET LEAKING 111856 TS-GARAGE-SINK LINKING REPAIR 111890 TS-GARAGE-WATER LEAK REPAIR 111948 PS-FIRE- WATER LEAK	2,065.65 124.48 735.44 1,082.45 123.28	A/P	OUT-STD	11/02/2016
019061	11/02/2016 CANADIAN BEARINGS LTD 61062898-00 CC-MAINTENANCE-FAN BELTS	578.83 578.83	A/P	OUT-STD	11/02/2016
019062	11/02/2016 CANADIAN SPRINGS 1113681869 GG-TOWN HALL- WATER 9919017295* RC-MILLPOOL- WATER 9919859792 PS-FIRE-WATER	59.56 15.08 38.73 5.75	A/P	OUT-STD	11/02/2016
019063	11/02/2016 CENTRAL AUTO PARTS LTD 3123 TS-#22- REBUILT ENGINE & PARTS	11,905.83 11,905.83	A/P	OUT-STD	11/02/2016
019064	11/02/2016 CHARLOTTE COUNTY JANITORIAL 3450 PM-RCMP-JANITORIAL-SEPT/16	1,222.62 1,222.62	A/P	OUT-STD	11/02/2016
019065	11/02/2016 COX ELECTRONICS & COMMUNICATIONS 2-1782046 CC-ADMIN-HDMI CABLE AND 10FT C	43.64 43.64	A/P	OUT-STD	11/02/2016
019066	11/02/2016 DAVE DINSMORE WEB DESIGN & HOSTING 0484 CC-ADMIN-WEB FEES APRIL THRU /	229.94 229.94	A/P	OUT-STD	11/02/2016
019067	11/02/2016 DILLON CONSULTING LIMITED 157905 TS-ST5-MILLTOWN BLVD STREET IM	21,002.85 21,002.85	A/P	OUT-STD	11/02/2016
019068	11/02/2016 DOW JENNIFER CLOTHINGALLOW RC-PARKS-CLOTHING ALLOWANCE	103.49 103.49	A/P	OUT-STD	11/02/2016
019069	11/02/2016 DOWNEY FORD SALES LTD. 26416 TS-#24-TRAILER HITCH	95.43 95.43	A/P	OUT-STD	11/02/2016
019070	11/02/2016 EXPRESS IMPRESSIONS INC.	406.80	A/P	OUT-STD	11/02/2016

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	8320 PS-FIRE- CUFFED KNIT TOQUES, TA	406.80			
019071	11/02/2016 FIRE MARSHALL'S PUBLIC FIRE SAFETY COUNCIL IN004024 PS-FIRE- MEMBERSHIP OCT/16 - SE	100.00 100.00	A/P	OUT-STD	11/02/2016
019072	11/02/2016 KONICA MINOLTA BUSINESS SOLUTIONS (CANADA 241678796 GG-TOWN PHOTOCOPIER MAINTEN 9002743684 CC-ADMIN-PHOTOCOPIER RENTAL	166.32 51.68 114.64	A/P	OUT-STD	11/02/2016
019073	11/02/2016 KONICA MINOLTA 6098397 CC-ADMIN-PHOTOCOPIER FINANCE 6111373 GG-TOWNHALL-COPIERCONTRACT	412.79 164.42 248.37	A/P	OUT-STD	11/02/2016
019074	11/02/2016 LINDE CANADA LTEE, M2193 54823750 TS-SHOP-ACETYLENE	26.34 26.34	A/P	OUT-STD	11/02/2016
019075	11/02/2016 MCINNES COOPER 2016025784 GG-LEGAL-GENERAL 2016025785 GG-LEGAL-CONTRACT	1,471.15 550.79 920.36	A/P	OUT-STD	11/02/2016
019076	11/02/2016 MEGA-LAB MANUFACTURING CO. LTD. 142585 TS-SHOP- MEGA LUBE GREASE	251.85 251.85	A/P	OUT-STD	11/02/2016
019077	11/02/2016 MICMAC FIRE & SAFETY SOURCE NS-00837509 PS-FIRE- ROPE RESUE PACKAGE NS-00837599 PS-FIRE- GLOVES, GAUNLET	3,591.19 2,947.19 644.00	A/P	OUT-STD	11/02/2016
019078	11/02/2016 MURDOCK BOYD ARCHITECTS 16-2040 PM-BORDER ARENA- RENOVATION:	1,725.00 1,725.00	A/P	OUT-STD	11/02/2016
019079	11/02/2016 ORKIN CANADA CORPORATION IN-7212001 CC-BUILDING-PEST CONTROL IN-7212494 PS-FIRE- PEST CONTROL	200.68 65.55 135.13	A/P	OUT-STD	11/02/2016
019080	11/02/2016 ORR ELECTRIC & ALARM LTD. 2320 PS-FIRE- REPLACED BATTERIES AN 2324 PM-BORDER ARENA- TRACED OUT	264.45 178.20 86.25	A/P	OUT-STD	11/02/2016
019081	11/02/2016 ROYAL CANADIAN LEGION #48 OCT 12/16 GG-CIVIC-MEMORIAL WREATH	45.00 45.00	A/P	OUT-STD	11/02/2016
019082	11/02/2016 SELDON SMITH & SONS LIMITEO 8141 CC-ARENA-AUGER TOILET IN DRES	73.45 73.45	A/P	OUT-STD	11/02/2016
019083	11/02/2016 SHANNON MICHAEL WEEK442016 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	11/02/2016
019084	11/02/2016 SOUTHWEST NEW BRUNSWICK SERVICE COMMIS 177968-178590 GG-TOWN-REGIONAL LANDFILL COI	8,253.30 8,253.30	A/P	OUT-STD	11/02/2016
019085	11/02/2016 T.DONOVAN & SON (1997) Ltd. IN00019177 CC-ARENA-COOLING TOWER TREA	787.39 787.39	A/P	OUT-STD	11/02/2016
019086	11/02/2016 UNIFIRST CANADA LTD. 82159 CC-FRONT LOBBY-MATS 82808 CC-FRONT LOBBY-MATS 83446 CC-FRONT LOBBY-MATS 84091 CC-FRONT LOBBY-MATS	242.45 84.58 59.29 59.29 59.29	A/P	OUT-STD	11/02/2016
019087	11/02/2016 WURTH CANADA LIMITED 22423668 TS-SHOP-HAND CLEANER SOLVENI	142.49 142.49	A/P	OUT-STD	11/02/2016
019088	11/02/2016 MINISTER OF FINANCE WEEK442016 EMPLOYEE DEDUCTIONS-OCT 30-N	209.30 209.30	A/P	OUT-STD	11/02/2016
019089	11/02/2016 K-LINE CONSTRUCTION LTD. 01-0002112 TS-ST5-KING ST PEDESTRIAN SIGN	27,439.21 27,439.21	A/P	OUT-STD	11/02/2016
019090	11/07/2016 ACCT #903240047015	310.00	A/P	OUT-STD	11/07/2016

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Number	Issued	Amount	SC	Status	Status Date
	OCTOBER/16 VOL FIRE MEMBERSHIP DUES-OCTOBER/16	310.00			
019091	11/07/2016 ACCT 8025-280	1,134.78	A/P	OUT-STD	11/07/2016
	OCTOBER/16 LOCAL 770 UNION DUES-OCTOBER/16	1,134.78			
019092	11/07/2016 BRUNSWICK NEWS INC	637.10	A/P	OUT-STD	11/07/2016
	1656827 CC-BUILDING-GCC MEMBERSHIP A	62.10			
	1664548 PS-FIRE- FIRE SAFETY COLORING C	575.00			
019093	11/07/2016 CHOCOLATE FEST INC.	4,479.25	A/P	OUT-STD	11/07/2016
	GALA2016 GG-COMMUNITYEVENTS-GALA 2016	4,479.25			
019094	11/07/2016 CIBC MELLON GLOBAL SECURITIES NBMF0216002	23,078.08	A/P	OUT-STD	11/07/2016
	OCTOBER/16 GG-MUNCIPALPLAN-OCTOBER/16	23,078.08			
019095	11/07/2016 Derek O'Brien	2,166.76	A/P	OUT-STD	11/07/2016
	LOWERCANTEEN/16 CC-LOWERCANTEEN-COCA COLA S	1,300.03			
	OCTOBER/16 GG-CAO-MONTHLY VEHICLE ALLOW	350.00			
	OCTOBEREXPENSES/16 GG-CAO-OFFICE SUPPLIES, CIVIC R	176.58			
	OCTOBERPETTYCASH/16 GG-CAO-TRAVEL EXPENSES OCT/16	340.15			
019096	11/07/2016 EAST COAST AIR	115.00	A/P	OUT-STD	11/07/2016
	1768 PM-PIZZA DELIGHT- HEAT PUMP RE	115.00			
019097	11/07/2016 HERTZ EQUIPMENT RENTAL	709.09	A/P	OUT-STD	11/07/2016
	46485-0001 CC-ARENA-MANLIFT RENTAL	709.09			
019098	11/07/2016 HOVEY'S HUSKY SALES & SERVICE	155.83	A/P	OUT-STD	11/07/2016
	8307 TS-SHOP- BOX, CHAIN,OIL	155.83			
019099	11/07/2016 LIFESAVING SOCIETY - NB Branch	367.90	A/P	OUT-STD	11/07/2016
	1309 CC-POOL-SWIM INSTRUCTOR PACK	306.35			
	1334 CC-POOL-BRONZE LEVEL RECERTII	61.55			
019100	11/07/2016 LSW WEAR PARTS LTD.	894.13	A/P	OUT-STD	11/07/2016
	44279 TS-#11,#21- NUTS, BOLTS, CONVOL	894.13			
019101	11/07/2016 MAYFIELD GARDENS & LANDSCAPE	431.25	A/P	OUT-STD	11/07/2016
	542 RC-FIELDS-MARKING LIME	431.25			
019102	11/07/2016 MICHELLE VEST	787.77	A/P	OUT-STD	11/07/2016
	LOWERCANTEEN CC-LOWERCANTEEN-SUPPLIES	787.77			
019103	11/07/2016 MIDLAND COURIER	72.97	A/P	OUT-STD	11/07/2016
	09572992 PS-FIRE-FR FUNDY TACTICAL UNIFI	36.64			
	09591767 PS-FIRE-TO ATLANTIC BUNKER GE/	36.33			
019104	11/07/2016 MINISTER OF FINANCE	1,086.00	A/P	OUT-STD	11/07/2016
	OCTOBER/16 EMPLOYEE DEDUCTIONS-OCTOBER/16	1,086.00			
019105	11/07/2016 O'CONNELL MIKE	200.00	A/P	OUT-STD	11/07/2016
	OCTOBER/16 RC-RECREATIONDIRECTOR-MONTF	200.00			
019106	11/07/2016 PROCOM DATA SERVICES INC.	57.44	A/P	OUT-STD	11/07/2016
	2016013123 GG-TREASURY-BUDGETING WEBIN.	57.44			
019107	11/07/2016 SAUNDERS EQUIPMENT LTD.	159.28	A/P	OUT-STD	11/07/2016
	0000063902 TS-#22-ROOF SEAL ASSY	159.28			
019108	11/07/2016 SELDON SMITH & SONS LIMITED	124.06	A/P	OUT-STD	11/07/2016
	51248 RC-PARKS- BALL VALVE, ELBOW	124.06			
019109	11/07/2016 ST. STEPHEN AREA CHAMBER	320.00	A/P	OUT-STD	11/07/2016
	1526 GG-CIVIC- BUSINESS GALA SILVER	200.00			
	1560 GG-CIVIC- 2016 BUSINESS GALA TIC	120.00			
019110	11/07/2016 ST. STEPHEN UTILITY DEPT.	40.00	A/P	OUT-STD	11/07/2016
	OCTOBER/16 EMPLOYEE DEDUCTIONS-OCTOBER/16	40.00			
019111	11/07/2016 ST. STEPHEN GUARDIAN	159.62	A/P	OUT-STD	11/07/2016

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	546338	CC-POOL-FIRST AID KIT RESTOCK	38.57			
	549065	CC-POOL-FIRST AID KIT RESTOCK	47.94			
	563918	CC-POOL-RESTOCK FIRST AID KITS	73.01			
019112	11/07/2016	YELLOW PAGES GROUP	9.95	A/P	OUT-STD	11/07/2016
	16-3378355	GG-TOWN HALL- 911 LISTING- OCT	9.95			
019113	11/08/2016	COCA COLA REFRESHMENTS CANADA COMPANY	374.74	A/P	OUT-STD	11/08/2016
	CANTEENORDER	CC-LOWERCANTEEN-REFRESHMEN	374.74			
019114	11/08/2016	JASON GOWAN	114.20	A/P	OUT-STD	11/08/2016
	EXTINGINSPECTCRSE	PS-FIRE-FIRE EXTINGUISHER INSPE	114.20			
019115	11/09/2016	FUNDY BUILDING INSPECTION & DRAFTING SERVIC	3,119.75	A/P	OUT-STD	11/09/2016
	16-124	PS-BUILDINSPECT-OCT 23-NOV 5/16	3,119.75			
019116	11/09/2016	MINISTER OF FINANCE	209.30	A/P	OUT-STD	11/09/2016
	WEEK452016	EMPLOYEE DEDUCTIONS-NOV 06-1	209.30			
019117	11/09/2016	MINISTER OF FINANCE	3,214.25	A/P	OUT-STD	11/09/2016
	40030549	PS-FIRE-ANTENNA REPAIR	3,214.25			
019118	11/09/2016	MINISTER OF FINANCE	613.00	A/P	OUT-STD	11/09/2016
	19582017	TS-ST5-2017 MOTOR VEHICLE SER	38.00			
	19582017*	TS-ST5-2017 INSPECTION STICKER	575.00			
019119	11/09/2016	SHANNON MICHAEL	371.91	A/P	OUT-STD	11/09/2016
	WEEK452016	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
019120	11/16/2016	BELL ALIANT	305.60	A/P	OUT-STD	11/16/2016
	06336721OCT16	TS-AIRPORT-LANDLINE PHONES	155.24			
	06336721SEP16	TS-AIRPORT-LANDLINE PHONES	150.36			
019121	11/16/2016	COCA COLA REFRESHMENTS CANADA COMPANY	548.05	A/P	OUT-STD	11/16/2016
	NOVEMBER17DELIVERY	GG-LOWERCANTEEN-COCACOLA S	548.05			
019122	11/16/2016	GREAT-WEST LIFE ASSURANCE COMPANY	1,849.89	A/P	OUT-STD	11/16/2016
	NOV142016	GG-PREMIUMS-NOV24-DEC23/16-M/	1,849.89			
019123	11/16/2016	MEDAVIE BLUE CROSS	15,359.85	A/P	OUT-STD	11/16/2016
	68462	GG-HEALTH&DENTALPREMIUMS-DE	9,309.03			
	69002	GG-HEALTH&DENTALPREMIUMS-DE	6,050.82			
019124	11/16/2016	PAYROLL TRANSFER	61,878.00	A/P	OUT-STD	11/16/2016
	WEEK452016	GG-TRANSFER-OCT 28-NOV 10/16	61,878.00			
019125	11/16/2016	PETTY CASH	63.80	A/P	OUT-STD	11/16/2016
	AJUSTMENTFORBANK	GG-CASH ADJUSTMENT FOR BANK	-0.01			
	OCTOBER052016	PS-BUILDINSPECTOR-REGISTERED	23.00			
	OCTOBER182016	PS-BUILDINSPECTOR-REGISTERED	23.00			
	OCTOBER262016	GG-PLEASANTST-PLAN & LEASE LE	17.81			
019126	11/16/2016	RECEIVER GENERAL FOR CANADA	26,813.53	A/P	OUT-STD	11/16/2016
	WEEK452016	GG-REMITTANCE-OCT 28-NOV 10/16	26,813.53			
019127	11/16/2016	GREAT-WEST LIFE ASSURANCE COMPANY	2,574.76	A/P	OUT-STD	11/16/2016
	NOV142016*	GG-PREMIUMS-NOV24-DEC23/16-UP	2,574.76			
019129	11/17/2016	MINISTER OF FINANCE	209.30	A/P	OUT-STD	11/17/2016
	WEEK462016	EMPLOYEE DEDUCTIONS-NOV 13 -	209.30			
019130	11/17/2016	SHANNON MICHAEL	509.91	A/P	OUT-STD	11/17/2016
	OCTOBER/16	PS-ANIMALCONTROL-MONTHLY KEI	138.00			
	WEEK462016	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
019131	11/23/2016	BELL ALIANT	884.83	A/P	OUT-STD	11/23/2016
	47424130OCT16	CC-BUILDING-LANDLINE	884.83			
019132	11/23/2016	BELL MOBILITY INC.	1,102.59	A/P	OUT-STD	11/23/2016

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	523889487OCT16**	TS/PS/GG/RC-PHONE CELL CHARGE			
	523889487OCT16***	CC-CELL PHONE CHARGES			
019133	11/23/2016 CARGILL LIMITED	9,314.22	A/P	OUT-STD	11/23/2016
	2785745	TS-ST5-ROAD SALT			
	2903014312	TS-ST5-STREET SALT			
019134	11/23/2016 CARRIE THIBIDEAU	59.79	A/P	OUT-STD	11/23/2016
	BATHINGSUIT	CC-POOL-BATHING SUIT			
019135	11/23/2016 CNH CAPITAL	7,460.53	A/P	OUT-STD	11/23/2016
	IN82041	TS-#16- PIVOT PINS, WASHERS, GA:			
	IN82043	TS-#16- PIVOT PINS, SEALS, BUSHIP			
	IN82046	TS-#16- PINS, BUSHINGS			
	IN82051	TS-#16- PIN, PIVOT PINS, BUSHINGS			
	IN82266	TS-#16-BUSHINGS			
	IN82292	TS-#16-BUSHINGS			
019136	11/23/2016 COCA COLA REFRESHMENTS CANADA COMPANY	503.00	A/P	OUT-STD	11/23/2016
	NOV222016	CC-LOWERCANTEEN-REFRESHMEN			
019137	11/23/2016 IRVING ENERGY DISTRIBUTION AND MARKETING	7,087.33	A/P	OUT-STD	11/23/2016
	136099	TS-ST5-DIESEL			
	219333*	TS-ST5-DIESEL			
	524950*	TS-ST5-DIESEL			
	730462	TS-ST5-GAS			
019138	11/23/2016 LISA HANSON OUELLETTE	1,321.99	A/P	OUT-STD	11/23/2016
	007*	CC-POOL-SWIM FOR LIFE INSTRUC			
	008*	CC-POOL-LIFEGUARD UPDATE CLIN			
019139	11/23/2016 MICHELLE VEST	532.00	A/P	OUT-STD	11/23/2016
	NOV102016	CC-UPPER/LOWERCANTEEN-FOOD			
	NOV212016	CC-LOWERCANTEEN-FOOD ITEMS			
019140	11/23/2016 MINISTER OF FINANCE	209.30	A/P	OUT-STD	11/23/2016
	WEEK472016	EMPLOYEE DEDUCTIONS-NOV 20-2			
019141	11/23/2016 N. B. ELECTRIC POWER	11,759.23	A/P	OUT-STD	11/23/2016
	19051703NOV16	TS-AIRPORT-ELECTRICITY			
	19051801NOV16	TS-AIRPORT-ELECTRICITY			
	216000030308NOV16	TS-ST5-AREA LIGHTS			
019142	11/23/2016 SHANNON MICHAEL	371.91	A/P	OUT-STD	11/23/2016
	WEEK472016	PS-ANIMALCONTROL-WEEKLY FEE,			
019143	11/23/2016 A"PLUS" AUTO GLASS & UPHOLSTERY	488.75	A/P	OUT-STD	11/23/2016
	23170	TS-#23- FLOOR LINER			
	23187	TS-#22-WINDSHIELD			
019144	11/23/2016 ACKLANDS - GRAINGER INC.	235.50	A/P	OUT-STD	11/23/2016
	9271548639a	CC-POOL-PADLOCKS FOR LOCKER:			
019145	11/23/2016 AIR LIQUIDE CANADA INC.	84.52	A/P	OUT-STD	11/23/2016
	65642387	TS-SHOP-CYLINDER LEASE			
019146	11/23/2016 AJW MECHANICAL LTD.	356.50	A/P	OUT-STD	11/23/2016
	23437	CC-ARENA-CRANKCASE HEATERS			
019147	11/23/2016 BAYVIEW TRUCKS AND EQUIPMENT LTD.	428.47	A/P	OUT-STD	11/23/2016
	02P21332	RC-PLAYING FIELDS-ELEMENT AIR			
	02P22118	RC-MOWERS-FRONT PLATE C			
019148	11/23/2016 BLAKNEY'S TRUCKING INC.	1,312.66	A/P	OUT-STD	11/23/2016
	154	TS-ST5- ROAD SALT DELIVERY			

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019151	11/23/2016 CANADIAN TIRE	1,816.00	A/P	OUT-STD	11/23/2016
	N16035250 RC-PARKS- TOTE, GARBAGE BAGS,	56.30			
	N16035255 RC-MILLPOOL-SPONGE ROLLER, S	38.35			
	N16035371 RC-HORT- BROOM, PLANT POT	27.58			
	N16035374 TS-#22-WELD ANG	21.37			
	N16035382 RC-PARKS-SUPPLIES	35.60			
	N16035393 PS-FIRE- LUGS FOR BATTERY CHAF	5.74			
	N16035399 TS-SHOP- SAW BLADEE	17.24			
	N16035865 CC-ARENA-GLUE FOR CABINET	5.74			
	N16035866 TS-SHOP- WIRE ROPE CLIPS	24.67			
	N16035874 TS-SHOP- LKSTWSR1/ 2BENT	40.24			
	N16035911 TS-SHOP- DROP SHEETS	18.38			
	N16035924 CC-ARENA-BATTERIES AAA/D AND I	66.01			
	N16035937 TS-#22- WLD ST. AN 1/8X	35.63			
	N16035953 RC-MILLPOOL- FAUCET	126.49			
	N16035967 CC-MAINTENANCE-TOOL BOX/CHISI	126.44			
	N16035986 RC-PARKS-WELDING SUPPLIES	36.77			
	N16035989 CC-ARENA-3T ALUMINUM JACK, GLI	212.73			
	N16035991 CC-ARENA-AXLE STANDS	57.49			
	N16076410 TS-SHOP-NUTS, 5/16X1-1	12.05			
	N16076412 TS-SHOP- RAKES	50.58			
	N16076420 PS-FIRE- CLEARVIEW TOTE, DRANC	20.10			
	N16076421 CC-ARENA-LIFT CART, RIVETS,WD4	241.93			
	N16076429 PS-FIRE- MOUSE TRAPS	24.10			
	N16076432 PS-FIRE- WHISTLE, BACK PACK	144.26			
	N16076464 CC-ARENA-CLAMPS, WASHERS, LIT	59.89			
	N16104235 RC-MILLPOOL- LYSOL WIPES, MOP	45.94			
	N16104328 RC-MILLPOOL-SUPPLIES	20.21			
	N16104344 RC-MILLPOOL-HAND SOAP	9.15			
	N16104364 RC-PARKS-KEY	3.44			
	N16104376 RC-MILLPOOL-PLUNGER, BLEACH	15.50			
	N16104377 RC-MILLPOOL-SUNSCREEN	16.06			
019152	11/23/2016 CANADIAN SPRINGS	128.76	A/P	OUT-STD	11/23/2016
	9915864591 PM-RCMP-WATER	11.24			
	9919808498 TS-SHOP-WATER	109.44			
	9920138633 RC-PARKS-LATE PAYMENT CHARGI	8.08			
019153	11/23/2016 CHARLOTTE COUNTY MINOR HOCKEY	300.00	A/P	OUT-STD	11/23/2016
	NB16225674 RC-JUMPSTART-CONTRIBUTION	300.00			
019154	11/23/2016 CONLEY'S MARTIAL ARTS	1,350.00	A/P	OUT-STD	11/23/2016
	NB16225674 RC-JUMPSTART-GRANT	1,350.00			
019155	11/23/2016 CONTROLS & EQUIPMENT LTD.	777.40	A/P	OUT-STD	11/23/2016
	18486 CC-ARENA-2 DAC-304 MATERIALS	777.40			
019156	11/23/2016 COX ELECTRONICS & COMMUNICATIONS	28.73	A/P	OUT-STD	11/23/2016
	2-1776086 CC-ARENA-15' 3.5MM HEADPHONE	14.94			
	2-1783661 PS-FIRE-HEADPHONES	13.79			
019159	11/23/2016 CREIGHTON-CARTER LTD.	2,963.20	A/P	OUT-STD	11/23/2016
	961-408950 TS-#1-CORE DEPOSIT	-17.25			
	961-41104 TS-SHOP- BLOW GUN	20.55			
	961-411415 CC-ARENA-BELT, ADHESIVE	35.80			
	961-411423 RC-#302- FILTERS	20.45			

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	961-411600	TS-SHOP- GREASE	195.48			
	961-411666	TS-SHOP- QUALISORB OIL ABSORB	31.97			
	961-412295	TS-#22- SPRIRAL HOE WRAP, SPIRA	92.86			
	961-412306	TS-#22- PRIMARY WIRE	33.35			
	961-412413	TS-#22- PRIMARY WIRE	21.85			
	961-412490	TS-#22- GREEN PRIMARY WIRE	21.85			
	961-412505	TS-#22- SOLID WIRE-12LB	25.50			
	961-412567	TS-#22- ACTIVATOR, ETCH PRIMER,	171.19			
	961-412698	TS-#29,#30- SPARK PLUGS, IGN COI	31.07			
	961-412728	TS-SHOP- WRENCHS	57.48			
	961-412901	TS-SHOP- SILICONE SPRAY	7.29			
	961-413039	TS-#304- BRAKE PADS, BRAKE ROTI	530.61			
	961-413060	TS-#5- COURTESY LAMP	5.75			
	961-413105	TS-#304-CORE DEPOSIT REFUNDS	-116.24			
	961-413254	PS-#200- TIE ROD END	68.33			
	961-413384	TS-#22- MICRO-V BELT	74.35			
	961-413444	TS-#22- MICRO-V BELT	81.22			
	961-413451	TS-#22-ALTERNATOR	114.38			
	961-413477	TS-#16- HYDRAULIC HOSE, HYD HO	94.06			
	961-413589*	TS-#22- INST. FIT ENDS, HOSES, CC	884.75			
	961-413623	TS-#22-LIGHTING PRODUCT	4.09			
	961-413842	TS-SHOP- ANTIFREEZE, NAPA W W	281.14			
	961-413959	TS-#22- HOSE WRAP	62.68			
	961-413992	TS-#22- FIREWALL HEATER HOSE	52.33			
	961-414310	RC-#308- OIL FILTER, AIR FILTER	20.45			
	961-414998	TS-SHOP-SOCKETS	50.68			
	961-415240	TS-SHOP-MINIATURE LAMPS	5.18			
019160	11/23/2016	CUMMINS EASTERN CANADA	138.29	A/P	OUT-STD	11/23/2016
	028-26533	TS-#22- FLEXIBLE HOSES	138.29			
019161	11/23/2016	DAVIS FUELS LTD.	404.88	A/P	OUT-STD	11/23/2016
	156611	TS/PS-199 UNION ST-HEATING FUEL	404.88			
019162	11/23/2016	DEMPSEY'S PLUMBING & HEATING	601.39	A/P	OUT-STD	11/23/2016
	1636	RC-MILLPOOL- REPAIRED LEAK ON	601.39			
019163	11/23/2016	EAST COAST INTERNATIONAL TRUCKS	806.18	A/P	OUT-STD	11/23/2016
	15020S	TS-#5- FILTERS, FLUID INHIBITOR	131.69			
	15022S	TS-#5- VISOR CLIP	16.35			
	15222S	TS-#5- ELEMENT OIL FIL	64.29			
	15278S	TS-#20- CHAMBER PIG KIT, FILTERS	89.36			
	15344S	TS-#5- AIR FILTER	32.19			
	15501S	PS-#205,#201, ROTELLA	226.07			
	15771S	TS-SHOP- FLUID INHIBITOR	279.11			
	CM15020S	TS-#20-AIR FILTER	-32.88			
019164	11/23/2016	FLEET READY LTD.	641.53	A/P	OUT-STD	11/23/2016
	8876*	PS-FIRE-AUTO EJECT	534.49			
	8975	PS-FIRE-BULBS	107.04			
019165	11/23/2016	GARCELON CIVIC CENTER	1,684.00	A/P	OUT-STD	11/23/2016
	694	GG-SPORTTOURISMGRANT-CHEER	1,684.00			
019167	11/23/2016	GULLISON'S COURIER SERVICE	850.50	A/P	OUT-STD	11/23/2016
	323206	TS-#22- TO TOWN FR/ SAUNDERS E	28.75			
	338005	GG-TREASURY-TO LOCAL GOVERN	28.75			

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	338011	TS-#22- TO TOWN FR/ CENTRAL AU	86.25			
	338044	TS-SHOP-FR RICHWIL	28.75			
	338442	PS-FIRE-SAFETY SOURCE	28.75			
	338454	TS-ST5- TO TOWN FR/CASE EQUIPM	80.50			
	338465	TS-#22- TO TOWN FR/CASE EQUIPM	69.00			
	338480	PS-FIRE- SAFETY SOURCE	28.75			
	523568	TS-#13- TO TOWN FR/ CASE EQUIP	28.75			
	523626	TS-#16- TO TOWN FR/ CASE EQUIP	28.25			
	523636	TS-SHOP-TO TOWN FR/LSW	57.50			
	523731	TS-SHOP- TO TOWN FR/ BAYVIEW	28.75			
	523933	TS-SHOP- TO TOWN FR/ BAYVIEW	28.75			
	523941	TS-#13- TO TOWN FR/ CASE EQUIP	28.75			
	523967	TS-#13- TO TOWN FR/ CASE EQUIP	28.75			
	523981	PS-FIRE- TO S.S FIRE DEPT FR/ C.J	28.75			
	523994	TS-SHOP- TO TOWN FR/BAYVIEW	28.75			
	523996	TS-#22- TO CENTRAL AUTO FR/TOW	69.00			
	5253583	TS-#20- TO TOWN FR/BAYVIEW	57.50			
	712520	TS-#16-FROM CASE EQUIPMENT	28.75			
	712522	GG-TREASURY-TO DEPT OF ENVIR	28.75			
019168	11/23/2016	KEITH'S BUILDING SUPPLIES	558.12	A/P	OUT-STD	11/23/2016
	144840	CC-ARENA-ROPE FOR BANNER	21.46			
	157669	PS-FIRE- FLOUR. BULBS	261.86			
	157717	PC-PARKS- PAINT REMOVER	22.99			
	157931	PS-FIRE- BREAKER SQUARE D 15AM	20.69			
	157990	TS-SHOP- WIRE WHEEL BRUSH, SLI	21.83			
	158222	RC-BAND STAND- BUNDLE TREX BA	161.00			
	158499	RC-MILLPOOL- POOL WINTERIZE SI	48.29			
019173	11/23/2016	KENT BUILDING SUPPLIES	4,357.72	A/P	OUT-STD	11/23/2016
	10057123	RC-PARKS-LUMBER	-9.19			
	10057124	RC-PARKS-CARRIAGE BOLTS	-13.48			
	10057170	TS-SHOP-LUMBER	-33.11			
	10057418	RC-PARKS-VINYL	-34.20			
	10058174	RC-PARKS-DOOR KNOB	-19.78			
	10059126	TS-SHOP-HAMMER BIT	-74.00			
	1087225	RC-PARKS-PLYWOOD, BOLTS, WAS	182.05			
	1088126	RC-PARKS-PAINT, LUMBER, BOLTS	39.43			
	1088672	RC-PARKS-PLASTIC HANDLE, PAINT	62.23			
	1089477	TS-SHOP- PLYWOOD, KRYLON BLA	58.74			
	1089797	TS-SHOP- LUMBER	33.11			
	1089805	TS-SHOP- LUMBER	52.36			
	1080192	RC-PARKS- SCREWS, KNIFE BLADE	17.05			
	1092705	CC-MAINTENANCE SUPPLIES- BRU	47.07			
	1092874	RC-PARKS- FLAT POLY SET, SCREW	227.03			
	1093291	CC-JANITORIAL SUPPLIES	21.70			
	1095964	GG-TOWN HALL- BULBS, LAMP	37.82			
	1095997	RC-DOVER HILL- WIRE ROLLER FRA	71.73			
	1096057	TS-SHOP- ANGLE GRINDER & CASE	156.14			
	1096959	RC-PARKS-PAINT, PAINT ROLLER	83.03			
	1100574	TS-SHOP- STOP NUTS, BOLTS	33.32			
	1100889*	TS-ST5-STUDS	65.96			

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	1100928	TS-ST5- SAW BLADE, NUT HEX5, W	87.34			
	1101052	TS-SHOP- SPREAD EDGE5ARD DEL	64.16			
	1101087	TS-SHOP- DECK SCREWS	31.00			
	1102039	TS-ST5-PLYWOOD, STUD5	318.90			
	1102243	TS-SHOP-DESK SCREWS	12.82			
	1102680	RC-PARK5-FIREMAN'S POWER NOZ	18.91			
	1103326	PS-FIRE-LUMBER	18.75			
	1106289	RC-PARK5- RECIP BLADE, SAW, CA	154.40			
	1107125	PS-FIRE- GORILLA TAPE, PAINT ROI	122.35			
	1107131	PS-FIRE- PLYWOOD	59.36			
	1107477	TS-SHOP- GREAT STUFF	14.93			
	1108688	RC-PARK5- POLYSTR KIT BRAID, DE	84.57			
	1109025	CC-MAINTENANCE-WASHER5, O RII	5.87			
	1109234	PM-LIBRARY- BULBS	54.58			
	1109457	PS-FIRE- CHAQINS, PADLOCK	27.76			
	1112144	TS-PIPE- PLYWOOD/SHEATHING, S1	141.29			
	1112281	TS-SHOP- DRYWALL	27.75			
	1112310	RC-PARK5-DEWALT COMPRESOR/A	319.78			
	1112393	TS-SHOP- TILEBOARD	51.32			
	1112401	TS-SHOP- PREMIUM 295ML	6.95			
	1112421	TS-PIPE- SCREWS	10.15			
	1112619	TS-PIPE- CONNECTORS, PLUG, WIR	122.75			
	1112695	TS-SHOP- FLOUR. BULBS	282.23			
	1113092	PS-FIRE-GORILLA TAPE, ANCR/ZIP I	20.62			
	1116441	RC-PARK5-FORCECUP PROFESSIO	9.81			
	1117080	RC-PARK5-CIRC SAW, BLADE	229.93			
	1119658	PS-FIRE- LUMBER, TRG SNAPS, HO	148.26			
	1120315	RC-PARK5-HEX NUT5, BITS, BOLTS	320.86			
	1120814	PS-FIRE- SAFETY SNAPS, KEYTAG5	41.98			
	1120846	RC-PARK5-SCRAPER, BLADE, WIRE	26.06			
	1122667	TS-SIDEWALK-SCREWS	63.08			
	1122734	PS-FIRE- STUD5, BOARD, STRAPPIN	120.03			
	1122738	TS-SIDEWALK-LUMBER	47.23			
	1122991	RC-PARK5-GLOVES	43.84			
	1123049	TS-SIDEWALK-LUMBER	9.30			
	1123625	RC-PARK5-LUMBER	71.91			
	1123896	RC-PARK5- 12 PC RECIP BLADE SE	37.42			
	1124747	CC-ARENA-SHOWERHEAD	22.45			
	1126943	TS-SHOP-LUMBER, KNEE PADS	27.68			
	1128156	TS-SHOP-WALLPLATE	0.53			
	1128253	TS-SHOP-HAMMER BIT	74.00			
019174	11/23/2016	MAYFIELD GARDEN5 & LANDSCAPE	103.28	A/P	OUT-STD	11/23/2016
	607	RC-HORT-MARINE COMPOST, MUM:	103.28			
019175	11/23/2016	NEW SYSTEM LAUNDRY & CLEANER5 LTD.	186.96	A/P	OUT-STD	11/23/2016
	386523	PM-RCMP- FLOOR MAT5	46.74			
	367466	PM-RCMP- FLOOR MAT5	46.74			
	368408	PM-RCMP-FLOOR MAT5	46.74			
	369355	PM-RCMP-FLOOR MAT5	46.74			
019176	11/23/2016	NOVA FIRE EQUIPMENT LTD.	386.78	A/P	OUT-STD	11/23/2016
	16482	PS-FIRE- ELEVATOR KEY SET, TRIP	386.78			

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019177	11/23/2016 ORKIN CANADA CORPORATION IN-7269767 CC-BUILDING-PEST CONTROL	65.55 65.55	A/P	OUT-STD	11/23/2016
019178	11/23/2016 ORR ELECTRIC & ALARM LTD. 2353 RC-DONAHUE PARK- CNANGED BAI 2355 PS-FIRE- REPLACED BALLAST AND	1,320.60 914.65 405.95	A/P	OUT-STD	11/23/2016
019179	11/23/2016 PRINCESS AUTO 37-6-222669 TS-SHOP-BLASTER TIRE 5GALLON	219.58 219.58	A/P	OUT-STD	11/23/2016
019180	11/23/2016 RECEATION NEW BRUNSWICK 2016-165 RC-PARKS-PLAYGROUND LOG BOC	60.67 60.67	A/P	OUT-STD	11/23/2016
019181	11/23/2016 SAUNDERS EQUIPMENT LTD. 63974 TS-#22-CENTER RUBBER MOUNT, R 64053 TS-#22- HEATER FAN W/CLIP, HEAT 64095 CC-ARENA-TIE ROD ASSEMBLY FOI	2,521.35 1,087.90 455.95 977.50	A/P	OUT-STD	11/23/2016
019162	11/23/2016 SELDON SMITH & SONS LIMITED 13922 PM-AIRPORT-COPPER PIPE TYPE, C	157.67 157.67	A/P	OUT-STD	11/23/2016
019183	11/23/2016 SMITH BROS. MACHINE SHOP LTD. OCT 01/2016 TS-#13- MICHINE PARTS FOR BACKI OCT 12/2016 TS-#5- CHANGE HINGE ON PUMP TF	828.00 230.00 598.00	A/P	OUT-STD	11/23/2016
019184	11/23/2016 SOJOURN ENTERPRISES LIMITED 55662 TS-STS-ANTI-THEFT SIGN RIVETS	618.25 618.25	A/P	OUT-STD	11/23/2016
019185	11/23/2016 SOURCE ONE SUPPLIES 13232 PS-FIRE- PAPER TOWELS 13267 TS-SHOP- GARBAGE BAGS, PAPER 13466 TS-SHOP-PAPER TOWELS, BOL-GEI	488.87 70.96 311.89 104.02	A/P	OUT-STD	11/23/2016
019186	11/23/2016 SOURCE ATLANTIC 2428657 CC-ARENA-COUPPLINGS 2429092 TS-SHOP- PRY BAR SET 8, GLOVES	263.62 99.46 164.16	A/P	OUT-STD	11/23/2016
019187	11/23/2016 SOUTHERN SANITATION LTD. 155868 PM-AIRPORT-GARBAGE COLLECTIC 155916 TS/RC-STREET/PARKS-GARBAGE C 156020 CC-BUILDING-WASTE REMOVAL FEI 156021 CC-BUILDING-WASTE REMOVAL OC	1,444.98 31.63 493.35 460.00 460.00	A/P	OUT-STD	11/23/2016
019188	11/23/2016 SOUTHWEST ELECTRIC & SECURITY INC. 14029 PM-RCMP- REPLACED BALLST JUST	95.21 95.21	A/P	OUT-STD	11/23/2016
019189	11/23/2016 SOUTH WEST COURIER 15974 CC-ARENA-SHIPPING OF 5 BELTS	15.18 15.18	A/P	OUT-STD	11/23/2016
019190	11/23/2016 SOUTHWEST NEW BRUNSWICK SERVICE COMMISSE 178782-179457 GG/TS-TOWN/STREETS-GARBAGE C	8,498.48 8,498.48	A/P	OUT-STD	11/23/2016
019191	11/23/2016 ST. CROIX PRINTING & PUBLISHING COMPANY LIMITEE 099536 GG-CIVIC- TOWN EVENTS 099586 GG-CIVIC- TOWN EVENTS 099728 GG-CIVIC- TOWN EVENTS 099829 GG-CIVIC-TOWN EVENTS 099837 GG-CIVIC- SOLID WASTE COLLECTI 099949 GG-CIVIC-TOWN EVENTS 099960 GG-CIVIC-FALL CLEAN UP 100042 GG-CIVIC- TOWN EVENTS 100113 GG-CIVIC-SMALL BUSINESS WEEK 24930 CC-ADMIN-FALL/WINTER SCHEDULI	1,340.92 49.15 49.15 49.15 49.15 121.44 49.15 101.71 49.15 106.26 57.50	A/P	OUT-STD	11/23/2016

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	25017	GG-TOWNHALL-GENERAL FUND RE	207.59			
	25026	CC-POOL-PRINTED SCHEDULES	246.10			
	25112	GG-TOWN HALL-LETTERHEAD, ENV	205.42			
019192	11/23/2016	ST. STEPHEN MINOR HOCKEY	1,200.00	A/P	OUT-STD	11/23/2016
	NB16225674	RC-JUMPSTART-CONTRIBUTION	1,200.00			
019194	11/23/2016	STATIONERY PLUS	1,113.14	A/P	OUT-STD	11/23/2016
	1553	RC-PARKS- INKJET CARTRIDGES	165.32			
	4015	GG-TOWN HALL- PAPER, BINDING C	151.55			
	4298	GG- TOWN HALL- BATTERY, RULER	19.07			
	4303	CC-ADMIN-LABEL MAKER TAPE	57.48			
	4546	GG-TOWN HALL- LASER TONER, AIF	232.44			
	4551	RC-PARKS-PENS, CALENDAR PAD C	16.96			
	4671	GG-TOWN HALL- RULER, PENS	6.13			
	4784	GG-TOWN HALL- POST IT FLAGS	2.70			
	4952	TS-STS- FLAG-CANADA	57.49			
	5100	PS-FIRE-CASTER DUAL WHEEL	22.98			
	5242	GG-TOWN HALL- DIARY, FOLDBACK	17.53			
	5293	RC-PARKS-INKJET CARTRIDGES	42.41			
	5327	GG-HR/OM- PLANNER WEEK/MONTI	19.54			
	5479	GG-TOWN HALL- NOTEBOOKS	3.56			
	5686	GG-TOWNHALL- PAPER, BINDING C.	206.23			
	5715	PS-FIRE- CALANDAR PAD-DESK, DI/	74.65			
	5745	PS-FIRE- TAGS-SHIPPIING	5.62			
	5972	PS-FIRE CHIEF-CALENDAR PAD	11.48			
019195	11/23/2016	THYSSENKRUPP ELEVATOR (CANADA) LIMITED	1,104.00	A/P	OUT-STD	11/23/2016
	1126014	CC-BUILDING- ELEVATOR QUARTEF	1,104.00			
019196	11/23/2016	TROY LIFE & FIRE SAFETY LTD	1,142.21	A/P	OUT-STD	11/23/2016
	1559925	CC-ARENA- SPRINKLER SYSTEM UF	1,142.21			
019197	11/23/2016	UNIFIRST CANADA LTD.	304.52	A/P	OUT-STD	11/23/2016
	7100084593	CC-BUILDING-MATS	62.85			
	7100085118	CC-FRONT LOBBY-MATS	59.29			
	7100085612	CC-FRONT LOBBY-MATS	59.29			
	7100086168	CC-FRONT LOBBY-MATS	59.29			
	7100086670	CC-FRONT LOBBY-MATS	63.80			
019198	11/23/2016	WATSON'S HEATING AND VENTILATION	141.45	A/P	OUT-STD	11/23/2016
	SEPT 25/16	PS-FIRE- BOILER REPAIR	141.45			
019199	11/23/2016	WURTH CANADA LIMITED	813.23	A/P	OUT-STD	11/23/2016
	122253	TS-SHOP-WIRE TIES, HOSE CLAMP	471.88			
	22438461	TS-SHOP-GRINDER, COARSE BRUS	141.35			
019200	11/23/2016	YELLOW PAGES GROUP	9.95	A/P	OUT-STD	11/23/2016
	16-3504036	GG-TOWN HALL-911 LISTING - NOV	9.95			
019201	11/23/2016	SOUTHWEST NEW BRUNSWICK SERVICE COMMISS	3,416.50	A/P	OUT-STD	11/23/2016
	2016-04	GG-CIVIC- COLLABORATIVE & REGI	3,416.50			
019202	11/24/2016	MINISTER OF FINANCE	250.00	A/P	OUT-STD	11/24/2016
	790544*	TS/CC-STS/GCC-BPV ANNUAL REGI	250.00			
019203	11/24/2016	PAYROLL TRANSFER	92,329.00	A/P	OUT-STD	11/24/2016
	WEEK472016	GG-TRANSFER-NOV 11-24/16	92,329.00			
019204	11/24/2016	RECEIVER GENERAL FOR CANADA	31,968.60	A/P	OUT-STD	11/24/2016
	WEEK472016	GG-REMITTANCE-NOV 11-24/16	31,968.60			

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019205	11/24/2016 TOWN OF ST. STEPHEN 1001.71 GG-FUNDTRANSFER-HST REFUND .	1,001.71 1,001.71	A/P	OUT-STD	11/24/2016
019206	11/29/2016 FRANK G GODSOE CHARTERED ACCOUNTANT 1004 GG-TREASURY-ACCOUNTING SUPP 1014 GG-RECEPTION-SUPPORT 1016 CC-TREASURY-ACCOUNTING SUPP 1028 GG-RECEPTION-SUPPORT 1029 GG-TREASURY-ACCOUNTING SUPP 1030 GG-TREASURY-ACCOUNTING SUPP 1033 GG-TREASURY-ACCOUNTING SUPP 1034 GG-TREASURY-ACCOUNTING SUPP 1036 GG-TREASURY-ACCOUNTING SUPP 1037 GG-TREASURY-ACCOUNTING SUPP	4,825.53 512.33 683.10 107.53 703.34 417.45 324.30 404.80 695.75 56.93 920.00	A/P	OUT-STD	11/29/2016
019207	11/29/2016 FRANK G GODSOE CHARTERED ACCOUNTANT 1015 CC-TREASURY-ACCOUNTING SUPP 1019 CC-TREASURY-ACCOUNTING SUPP 1020 CC-TREASURY-ACCOUNTING SUPP 1025 CC-TREASURY-ACCOUNTING SUPP 1031 CC-TREASURY-ACCOUNTING SUPP 1035 CC-TREASURY-ACCOUNTING SUPP	5,559.11 552.00 2,232.73 139.15 714.73 921.15 999.35	A/P	OUT-STD	11/29/2016
019208	11/29/2016 BORDER INVESTIGATIONS & SECURITY INC. 14365 PS-BYLAW-NOVEMBER/16 FEE	2,576.00 2,576.00	A/P	OUT-STD	11/29/2016
019209	11/29/2016 CNH CAPITAL IN82319 TS-#16- FILTERS IN82325 TS-#16-REMAN-START IN82328 TS-#16- PINS, SCREWS IN82335 TS-#16-#11- HY-TRAN 5GA FLOOR IN82350 TS-#16-FILTERS IN82471 TS-#16-REMAN-BRAKE	4,328.68 751.17 897.87 512.11 260.68 -341.40 2,248.25	A/P	OUT-STD	11/29/2016
019210	11/29/2016 Derek O'Brien LOWERCANTEEN CC-LOWERCANTEEN-CONCESSION	569.26 569.26	A/P	OUT-STD	11/29/2016
019211	11/29/2016 DOT LARSEN CLOTHINGALLOW PS-XINGGUARDS-CLOTHING ALLOY	138.96 138.96	A/P	OUT-STD	11/29/2016
019212	11/29/2016 FUNDY BUILDING INSPECTION & DRAFTING SERVI 16-131 PS-BUILDINSPECTOR-NOV 6-19/16 F	2,484.00 2,484.00	A/P	OUT-STD	11/29/2016
019213	11/29/2016 IRVING ENERGY DISTRIBUTION AND MARKETING 30311 TS-STG-GAS 642302 TS-STG-DIESEL 922963 TS-STG-DIESEL SEP,OCT,NOV16 TS-STG-SEP, OCT, NOV INTEREST/1	7,189.89 4,691.54 595.59 1,774.40 128.36	A/P	OUT-STD	11/29/2016
019215	11/29/2016 N. B. ELECTRIC POWER 10126106NOV16 TS-XINGLIGHT-KING ST 17935200NOV16 TS-KING/UNION-TRAFFIC LIGHTS 18169205NOV16 RC-POOL-MILL LANE 18988703NOV16 TS/PS-199UNIONST-ELECTRICITY 19055406NOV16 PM-ARENA-ELECTRICITY 50660140NOV16 RC-PARKS-ROTARY CHANGING RO 54187672NOV16 TS-KING/QUEENST-TRAFFIC LIGHTS 54253127NOV16 CC-BUILDING-ELECTRICITY 54653258NOV16 TS-KING/SUPERSTORE-TRAFFIC LIK	27,778.03 25.90 39.02 514.33 1,189.57 605.74 25.90 43.21 22,768.44 68.70	A/P	OUT-STD	11/29/2016

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	55160607NOV16	RC-COTTONMILL-LIGHTS	59.01			
	55471834NOV16	TS/PS-220UNIONST-ELECTRICITY	133.29			
	55917471NOV16	TS-ST5-WATERFRONT LIGHTS	106.29			
	57955782NOV16	RC-BANKSTAND-CHOCOLATE PARK	27.09			
	57955808nov16	GG-120MILLTOWNBLVD-ELECTRICI	41.94			
	71315207NOV16	PS-RCMP-ELECTRICITY	996.58			
	72924306NOV16	RC-PARKS-BANDSTAND	55.73			
	73006038NOV16	RC-LIBRARY-ELECTRICITY	886.98			
	82122207NOV16	RC-PARKS-BASKETBALL COURT	52.45			
	83278804NOV16	TS-ST5-PARKS SHED	27.69			
	84960501NOV16	RC-PARKS-RIVERSIDE DR LIGHTS	110.17			
019216	11/29/2016 RACHAEL HUGHES		2,603.93	A/P	OUT-STD	11/29/2016
	1	CC-LOWERCANTEEN-PREPARATIO	1,443.08			
	2	CC-LOWERCANTEEN-PREPARATIO	1,160.85			
019217	11/29/2016 ST. STEPHEN FIRE DEPARTMENT		4,270.00	A/P	OUT-STD	11/29/2016
	SEACONTAINER	PS-FIRE-SEA CONTAINER PURCHAS	4,270.00			
019218	11/29/2016 STERLING MARKING PRODUCTS		216.55	A/P	OUT-STD	11/29/2016
	6581887	GG-TOWN-DOG/CAT TAGS	216.55			
019219	11/29/2016 SUREWAY INTERNATIONAL INC.		1,053.39	A/P	OUT-STD	11/29/2016
	259115	PM-AIRPORT-ELECTRICIAL SUPPLIE	1,053.39			
019220	11/29/2016 The 5 Kings Brew Pub Inc.		71,300.00	A/P	OUT-STD	11/29/2016
	4	PM-BUILDING-ELECTRICAL, PLUMBI	57,500.00			
	5	PM-BUILDING-HEATING&VENTILATI	13,800.00			
019222	11/30/2016 MINISTER OF FINANCE		209.30	A/P	OUT-STD	11/30/2016
	WEEK482016	EMPLOYEE DEDUCTIONS-NOV 27-D	209.30			
019225	11/30/2016 SHANNON MICHAEL		440.91	A/P	OUT-STD	11/30/2016
	NOVEMBER2016	PS-ANIMALCONTROL-KENNEL FEE-	69.00			
	WEEK482016	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
		Cheque Totals Issued:	680,106.46			
		Void:	0.00			
		Total Cheques Generated:	680,106.46			
		Total # of Cheques Listed:	161			

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Number	Issued	Amount	SC	Status	Status Date
005857	11/25/2016 NEW BRUNSWICK MUNICIPAL FINANCE CORPORAT NOVEMBER252016* WS-SERIES "AW"-INTEREST	1,092.00 1,092.00	A/P	OUT-STD	11/25/2016
005870	11/15/2016 NEW BRUNSWICK MUNICIPAL FINANCE CORPORAT NOVEMBER152016* WS-SERIES "BK"-INTEREST	14,094.25 14,094.25	A/P	OUT-STD	11/15/2016
006172	11/02/2016 A"PLUS" AUTO GLASS & UPHOLSTERY 23085 WS-#102- SEAT COVERS, HEAD REE 23134 WS-#102-BEDMAT, TAILGATE MAT, 1	803.85 373.75 430.10	A/P	OUT-STD	11/02/2016
006173	11/02/2016 ALL GAS TANKS 86782 WS-SOURCE-6 PK MIXED OIL, WORL	114.86 114.86	A/P	OUT-STD	11/02/2016
006174	11/02/2016 A ONE PUMPING SERVICE LTD. 4824 WS-TRANS & DIST- SEWER FLUSHE	356.50 356.50	A/P	OUT-STD	11/02/2016
006175	11/02/2016 BRENNTAG CANADA INC. 40668214 WS-SOURCE- CHLORINE 40677639 SCD-DISPOSAL-CHLORINE	10,715.97 6,089.26 4,626.71	A/P	OUT-STD	11/02/2016
006176	11/02/2016 CARR'S TRANSMISSION 2000 LTD. 22801 WS-TRANS&DIST- SOLENOID PACK	302.05 302.05	A/P	OUT-STD	11/02/2016
006177	11/02/2016 COX ELECTRONICS & COMMUNICATIONS 2-1777287 SCD-DISPOSAL-UNI ADAPTER	72.44 72.44	A/P	OUT-STD	11/02/2016
006178	11/02/2016 DEBLY ENTERPRISES LTD. 155407 WS-TRANS&DIST-ASPHALT	1,149.08 1,149.08	A/P	OUT-STD	11/02/2016
006179	11/02/2016 DILLON CONSULTING LIMITED 158462 WS-SOURCE-SOIL ANALYSIS	3,179.89 3,179.89	A/P	OUT-STD	11/02/2016
006180	11/02/2016 DOWNEY FORD SALES LTD. 26730 WS-#105-TRANSMISSION FLUID 26752 WS-#105- GASKET	111.52 57.87 53.65	A/P	OUT-STD	11/02/2016
006181	11/02/2016 EMCO CORPORATION 12500641-02 WS-SOURCE-AQUA DIPPING NDL 12502392-00 WS-SOURCE- SERV BOX L/RODS 12502587-00 WS-SOURCE-HEX BOLTS, HEX NUT: 12502587-01 WS-SOURCE-HEX NUTS, HEX BOLT:	2,009.76 641.08 1,262.17 27.49 79.02	A/P	OUT-STD	11/02/2016
006182	11/02/2016 JAMER MATERIALS LTD. 3198 SCD-DISPOSAL-CLEAR STONE, RIP	2,517.80 2,517.80	A/P	OUT-STD	11/02/2016
006183	11/02/2016 MEGA-LAB MANUFACTURING CO. LTD. 0000142906 SCD-DISPOSAL-CAPTIVE 6(2)	1,787.56 1,787.56	A/P	OUT-STD	11/02/2016
006184	11/02/2016 MILLTOWN MACHINE & FABRICATIION LTD. 18624 SCD-DISPOSAL-BOLTS, NUTS 18698* WS-TRANS&DIST- LABOUR TO PUN 18709* WS-TRANS&DIST- SQ. TUBING, FLA 18741 WS-TRANS&DIST- SQ TUBING 18787 SCD-#9- 1-1/2 X 1-1/2 X 1/4 ANGLE IF 18790 WS-#102- 1-1/2 X 1-1/2 X 1/8 ALUM. F	643.38 97.70 22.43 448.44 19.77 17.48 37.56	A/P	OUT-STD	11/02/2016
006185	11/02/2016 MINISTER OF FINANCE (DEPT OF ENVIRONMENT) I0004555 WS-SOURCE- DRINKING WATER LAI	1,041.33 1,041.33	A/P	OUT-STD	11/02/2016
006186	11/02/2016 ORCHARD'S PAINT & PAPER LTD. 26797 WS-TRANS&DIST-FLOOR PAINT	110.40 110.40	A/P	OUT-STD	11/02/2016
006187	11/02/2016 ORR ELECTRIC & ALARM LTD. 2305 SCD-DISPOSAL- CHECKED EXHAUS	229.03 229.03	A/P	OUT-STD	11/02/2016
006188	11/02/2016 RESEARCH & PRODUCTIVITY COUNCIL	634.99	A/P	OUT-STD	11/02/2016

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Number	Issued	Amount	SC	Status	Status Date
	189243	WS-SOURCE- MICRO EXAM OF WAT	72.37		
	189371	WS-SOURCE- MICRO EXAM OF WAT	72.37		
	189930	WS-SOURCE- MICRO EXAM OF WAT	72.37		
	190076	WS-SOURCE- MICRO EXAM OF WAT	72.37		
	190993	WS-SOURCE-MICRO EXAM OF WAT	149.41		
	191466	WS-SOURCE-WATER ANALYSIS	123.73		
	191513	WS-SOURCE-MICRO EXAM OF WAT	72.37		
006189	11/02/2016 THE PANEL SHOP	3,140.65	A/P	OUT-STD	11/02/2016
	746-9-84.7	WS-SOURCE-SITE SERVICE-PROG	3,140.65		
006190	11/02/2016 TOWN OF ST. STEPHEN	64,943.11	A/P	OUT-STD	11/02/2016
	FUNDTRANSFERDEC/15	WS-UTILITY-FUNDTRANSFER	64,943.11		
006191	11/02/2016 TOWN OF ST. STEPHEN	3,060.41	A/P	OUT-STD	11/02/2016
	HSTFUNDTRANSFER	WS-UTILITY-FUND TRANSFER FOR I	3,060.41		
006192	11/07/2016 BRUNET	81.94	A/P	OUT-STD	11/07/2016
	25026*	WS/SCD-TOWN HALL- QUARTERLY	81.94		
006193	11/07/2016 CANADIAN TIRE	1,021.95	A/P	OUT-STD	11/07/2016
	N16035214	WS-TRANS&DIST- PAINT, PAINT BRI	124.15		
	N16035254	SCD-DISPOSAL- TAPE, U BOLTS	16.07		
	N16035386	WS-TRANS&DIST- FAUCET	20.69		
	N16035808	SCD-DISPOSAL- CHAIN	27.49		
	N16035811	WS-SOURCE- DRILL BITS, RACK, FL	285.78		
	N16035829	WS-TRANS&DIST- 10PC PAINT BRU:	11.49		
	N16104317	SCD-DISPOSAL-SOCKETS, DUCKTA	40.22		
	N16104338	WS-SOURCE- BATTERIES	112.53		
	N16104349	WS-SOURCE- UBS CBL, CMBO BLK,	82.47		
	N16104367	SCD-DISPOSAL- GLVS	25.17		
	N16104396	WS-TRANS&DIST- WATERFILTER, C	275.89		
006194	11/07/2016 PITNEY BOWES LEASING	724.51	A/P	OUT-STD	11/07/2016
	3200298239	WS-TOWN HALL-NOV16- JAN/17 LEA	724.51		
006195	11/07/2016 SCOTIA TECH	634.73	A/P	OUT-STD	11/07/2016
	13622	WS-TRANS&DIST- METER	634.73		
006196	11/09/2016 MINISTER OF FINANCE	55.00	A/P	OUT-STD	11/09/2016
	73882016	WS-SOURCE-PETRO STORAGE SITI	55.00		
006197	11/23/2016 BELL MOBILITY INC.	1,032.06	A/P	OUT-STD	11/23/2016
	523889487OCT16****	WS/SCD-CELL PHONE CHARGES	1,032.06		
006198	11/23/2016 N. B. ELECTRIC POWER	13,500.29	A/P	OUT-STD	11/23/2016
	36869807NOV16	WS-3-119MAXWELLXINGBLDG-ELEC	649.55		
	50228902NOV16	WS-MAXWELLXING-PUMPS	207.07		
	52557428NOV16	SCD-218OLDBAYRD-WWTP	9,487.25		
	53473043NOV16	WS-SOURCE-CHLORINE RESIDUAL	41.11		
	61230004NOV16	WS-MAXWELLXING-PUMPS	2,847.19		
	82291006NOV16	WS-SOURCE-RESERVOIR	268.12		
006199	11/23/2016 NULANTIC WATER INC.	3,037.32	A/P	OUT-STD	11/23/2016
	NUI00130	SCD-DISPOSAL-REGULATOR MOTO	3,037.32		
006200	11/23/2016 SERVICE NEW BRUNSWICK	69.85	A/P	OUT-STD	11/23/2016
	928068	WS/SCD-UTILITY- PAYMENT ACCEP	69.85		
006201	11/23/2016 A"PLUS" AUTO GLASS & UPHOLSTERY	984.39	A/P	OUT-STD	11/23/2016
	23140	WS-#102-LIGHT BAR	126.50		
	23167	WS-#102- BUILD REAR DOOR CHANI	263.35		

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Number	Issued		Amount	SC	Status	Status Date
	23211*	WS-TRANS&DIST-SUPPLY URETHEI	25.30			
	23270	SCD-#4-WINDSHIELD & MOULDING,	569.24			
006202	11/23/2016	AIR LIQUIDE CANADA INC.	86.40	A/P	OUT-STD	11/23/2016
	65459196	WS-TRANS&DIST-CARBON DIOXIDE	20.26			
	65664840	WS-TRANS&DIST-CARBON DIOXIDE	46.53			
	65664841	WS-TRANS&DIST-CARBON DIOXIDE	19.61			
006204	11/23/2016	CANADIAN TIRE	2,568.39	A/P	OUT-STD	11/23/2016
	20023200026643*	WS-105-TIRES	1,084.77			
	N16035246	WS-SOURCE-LIGHTING CABLE	45.98			
	N16035258	WS-TRANS&DIST-SPRAY GRIP, AC F	12.63			
	N16035376	SCD-DISPOSAL- FLOUR TURF GRN	13.78			
	N16035859	WS-TRANS&DIST-ZIPWAX, PROTEC	70.23			
	N16035868	WS-SOURCE- COMPUTER BOOSTER	114.99			
	N16035891	WS-SOURCE- BATTERIES	95.93			
	N16035902	SCD-DISPOSAL- PAINT	13.78			
	N16035921	WS-SOURCE-CORD, OUT, 1 TAP, SE	114.80			
	N16035928	WS-SOURCE- PADLOCK, VISEGRP	91.93			
	N16035942	WS-TRANS&DIST- COFFEE MAKER	21.84			
	N16035954	WS-TRANS&DIST- LIQUID PLUMBER	60.43			
	N16035963	WS-TRANS&DIST- JUMP STARTER C	274.65			
	N16035987	WS-#102- TOOL CHEST LINER	26.44			
	N16076216	WS-SOURCE- REG KEY CUT, METAL	42.41			
	N16076404	WS-SOURCE- BATTERIES	49.44			
	N16076426	WS-TRANS&DIST- MN WIN BAR OIL	16.09			
	N16076450	SCD-DISPOSAL-100FT FISH TAPE	22.99			
	N16076506	WS-SOURCE-SHOP VAC BAGS	-9.20			
	N16102302	WS-SOURCE-PAINTING SUPPLIES	346.56			
	N16104298	WS-TRANS&DIST-JIGSAW BLADE, N	37.92			
006205	11/23/2016	COLE-PARMER CANADA INC.	5,417.62	A/P	OUT-STD	11/23/2016
	00580189	WS-SOURCE-METER TURBIDITY OA	1,797.31			
	00561473	WS-SOURCE- PROBES PH	605.22			
	00561474	WS-SOURCE-STRAINR 50X250 60 M	168.15			
	00561893	WS-SOURCE-PRO 1030 PH/CON ME	1,280.93			
	00562321	WS- SOURCE- CABLE CONDUCTIVIT	1,566.01			
006206	11/23/2016	CREIGHTON-CARTER LTD.	782.84	A/P	OUT-STD	11/23/2016
	961-411790	WS-TRANS&DIST-T-SHIRT WIPERS	29.38			
	961-412576	WS-#102- LIGHT BAR	229.99			
	961-413031	WS-#102- CLEAR FILM	24.85			
	961-413032	SCD-#4- WINTER BLADES	24.06			
	961-413326	WS-#105- NAPA PREMIUM 5W30	160.99			
	961-413329	WS-#105- TIE ROD ENDS	100.67			
	961-413898	SCD- DISPOSAL- GLOVES, WIPER B	76.83			
	961-414553	WS-#8-BACKUP LAMP 4 SEALED	63.14			
	961-414735	SCD-DISPOSAL-GLOVES, ELECTRIC	72.93			
006207	11/23/2016	EAST COAST INTERNATIONAL TRUCKS	456.11	A/P	OUT-STD	11/23/2016
	15631S	WS-#102- LED LIGHT STRIP	176.99			
	15771S*	WS-TRANS&DIST- FLUID INHIBITOR	279.12			
006208	11/23/2016	EMCO CORPORATION	1,209.67	A/P	OUT-STD	11/23/2016
	12502392-01	WS-TRANS&DIST-SERV BOXES L/R	322.35			
	12502574-00	WS-TRANS&DIST-ADPT FLG W/GSK	687.32			

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Number	Issued	Amount	SC	Status	Status Date
006211	11/23/2016 GULLISON'S COURIER SERVICE	1,063.75	A/P	OUT-STD	11/23/2016
	323210 WS-SOURCE- TO RPC FR/ TOWN	34.50			
	323211 WS-SOURCE- TO DOE LAB FR/ TOW	34.50			
	323270 WS-SOURCE- TO DOE LAB FR/ TOW	34.50			
	323271 WS-SOURCE- TO RPC FR/TOWN	34.50			
	338006 WS-SOURCE- TO RPC FR/ TOWN	34.50			
	338007 WS-SOURCE-TO DOE LAB FR/ TOW!	34.50			
	338401 WS-SOURCE- TO RPC FR/TOWN	34.50			
	338402 WS-SOURCE- TO DOE LAB FR/ TOW	34.50			
	338405 WS-#8- TO TOWN FR/ PARTS FOR T	46.00			
	338411 WS-SOURCE- TO DOE LAB FR/ TOW	40.25			
	338412 WS-SOURCE- TO RPC- FR/TOWN	34.50			
	338418 WS-#8-TO TOWN FR/ PARTS FOR TF	46.00			
	338427 WS-SOURCE-TO RPC	34.50			
	338443 WS-SOURCE-TO RPC	34.50			
	338444 WS-SOURCE-TO DOE LAB	34.50			
	338459 WS-SOURCE- TO RPC FR/TOWN	34.50			
	338460 SCD-DISPOSAL- TO DOE LAB FR/ TC	34.50			
	523551 WS-SOURCE-TO DOE LAB FR/TOWN	34.50			
	523617 WS-SOURCE- TO RPC FR/ TOWN	34.50			
	523618 WS-SOURCE- TO DOE LAB FR/ TOW	34.50			
	523666 WS-SOURCE- TO DOE LAB FR/TOW!	34.50			
	523667 WS-SOURCE- TO RPC FR/ TOWN	34.50			
	523709 WS-SOURCE- TO RPC FR/TOWN	34.50			
	523710 WS-SOURCE- TO DOE LAB FR/ TOW	34.50			
	523720 WS-SOURCE- TO DOE LAB FR/ TOW	34.50			
	523900 WS-SOURCE- TO RPC FR/TOWN	34.50			
	523901 WS-SOURCE- TO DOE LAB FR/ TOW	34.50			
	523950 WS-SOURCE-TO RPC FR/TOWN	34.50			
	523984 WS-SOURCE-TO RPC FR/ TOWN	34.50			
	523965 WS-SOURCE- TO DOE LAB FR/TOW!	34.50			
006212	11/23/2016 JAMER MATERIALS LTD.	748.74	A/P	OUT-STD	11/23/2016
	3222 SCD-DISPOSAL-SURGE ROCK	748.74			
006213	11/23/2016 K & K VENTURES	805.00	A/P	OUT-STD	11/23/2016
	3073 SCD-DISPOSAL-CHLORINE PUMP SI	805.00			
006214	11/23/2016 KEITH'S BUILDING SUPPLIES	1,624.68	A/P	OUT-STD	11/23/2016
	155608 WS-TRANS&DIST-PAINT	91.98			
	156964 SCD-DISPOSAL- HEAVY HINGES, G/	72.47			
	157086 WS-SOURCE- OUTDOOR CORD, WC	327.62			
	157271 WS-TRANS&DIST- DECK SCREWS, 1	60.90			
	158065 WS-TRANS&DIST-AMAN WASHER	825.70			
	158066 WS-TRAN&DIST-LED WORKLIGHT W	149.44			
	158809 WS-SOURCE-SCREWS, TARP, LUME	96.57			
006215	11/23/2016 KENT BUILDING SUPPLIES	372.24	A/P	OUT-STD	11/23/2016
	1096624 SCD-DISPOSAL- BIT	10.65			
	1099121 WS-TRANS&DIST- CLAMP/WIRE CAE	12.78			
	1108179 WS-SOURCE- PLYWOOD	128.18			
	1108940 WS-TRANS&DIST-CLAMP/WIRE CAB	16.62			
	1124178 WS-TRANS&DIST- SCREWS, 6 PC BI	24.05			
	1124306 WS-TRANS&DIST- PLYWD	37.38			

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	1126016	WS-SOURCE-ELECTRICAL TAPE, UT			
	1129463	WS-TRANS&DIST- QUIKRETE, PAIL			
006216	11/23/2016 KSB PUMPS INC.	8,784.85	A/P	OUT-STD	11/23/2016
	591005935	SCD-DISPOSAL-SUBMERSIBLE SEW			
		8,784.85			
006217	11/23/2016 LINDE CANADA LTEE, M2193	26.34	A/P	OUT-STD	11/23/2016
	55005950	SCD-DISPOSAL-ACETYLENE			
		26.34			
006218	11/23/2016 N.B. SOUTHERN RAILWAY COMPANY LIMITED	115.00	A/P	OUT-STD	11/23/2016
	72327	WS-ST5-UNDERGROUND PIPE MP 2			
		115.00			
006219	11/23/2016 NORTHERN CONSTRUCTION INC.	10,305.15	A/P	OUT-STD	11/23/2016
	18166	WS-TRANS&DIST-ASPHALT			
		7,414.05			
	18207	WS-TRANS&DIST-ASPHALT			
		2,891.10			
006220	11/23/2016 OK TIRE & AUTO SERVICE	23.00	A/P	OUT-STD	11/23/2016
	IN038635	WS-#8-TRUCK VALVES			
		23.00			
006221	11/23/2016 PARTS FOR TRUCKS INC.	380.43	A/P	OUT-STD	11/23/2016
	34237278-00	WS-#8- TUBELESS RIM POWDER CC			
		380.43			
006222	11/23/2016 RESEARCH & PRODUCTIVITY COUNCIL	750.55	A/P	OUT-STD	11/23/2016
	192222	WS-SOURCE-CARBON TOTAL ORG/			
		25.68			
	192297	WS-SOURCE-COLOR, CARBON TOT			
		77.04			
	192458	WS-SOURCE-HALOACETIC ACIDS IN			
		647.83			
006223	11/23/2016 RICHWIL TRUCK CENTRE LTD.	68.24	A/P	OUT-STD	11/23/2016
	116090	WS-#8-SWITCH			
		68.24			
006224	11/23/2016 RUSSEL METALS INC.	208.15	A/P	OUT-STD	11/23/2016
	04362366	WS-#102-ALUM ROUND CORNER TL			
		208.15			
006225	11/23/2016 SOURCE ATLANTIC	204.43	A/P	OUT-STD	11/23/2016
	2414901	SCD-#9- 2 1/2 IN PART C ALUM			
		18.01			
	2443561	WS-TRANS&DIST-CLOTHING ALLOW			
		93.21			
	2443565	WS-TRANS&DIST-CLOTHING ALLOW			
		93.21			
006226	11/23/2016 SOUTHWEST CONCRETE & CONS LTD	629.63	A/P	OUT-STD	11/23/2016
	E9-3-16	WS-TRANS&DIST-EQUIP RENT-SCH			
		414.00			
	E9-5-16	WS-TRANS&DIST-EQUIP RENT-MILL			
		215.63			
006227	11/23/2016 SOUTHERN SANITATION LTD.	113.85	A/P	OUT-STD	11/23/2016
	155918	WS-BUDD AVE- GARBAGE COLLECT			
		113.85			
006228	11/23/2016 ST. CROIX PRINTING & PUBLISHING COMPANY LIMI	205.44	A/P	OUT-STD	11/23/2016
	25112*	WS/SCD-TOWN HALL-LETTERHEAD			
		205.44			
006229	11/23/2016 STATIONERY PLUS	396.03	A/P	OUT-STD	11/23/2016
	4015*	WS/SCD-TOWN HALL- PAPER, BINDI			
		36.77			
	4298*	WS/SCD-TOWN HALL- BATTERY, RU			
		19.06			
	4546*	WS/SCD-TOWN HALL- LASER TONEI			
		25.46			
	4671*	WS/SCD-TOWN HALL- RULER, PENE			
		6.13			
	4784*	WS/SCD-TOWN HALL- POST IT FLAC			
		2.69			
	5060	WS-SOURCE-LABELS, BATTERIES, I			
		173.91			
	5181	SCD-DISPOSAL-INKJET CARTRIDGE			
		4.66			
	5242*	WS/SCD-TOWN HALL- DIARY, FOLDI			
		17.52			
	5479*	WS/SCD-TOWN HALL- NOTEBOOK			
		3.56			
	5686*	WS/SCD-TOWNHALL- PAPER, BINDI			
		25.23			
	5767	WS/SCD-TOWN- UTILITY ENVELOPE			
		27.01			
	5973	WS/SCD-TOWN-UTILITY ENVELOPE:			
		54.03			
006230	11/23/2016 WATSON'S HEATING AND VENTILATION	339.00	A/P	OUT-STD	11/23/2016
	8010	WS-SOURCE-REMOVE & DISPOSE C			
		339.00			

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 006238 dated between 11/01/2016 and 11/30/2016

CHEQUE REGISTER

Printed: 3:54:17PM 12/02/2016

Page 6 of 6

Number	Issued	Amount	SC	Status	Status Date
006231	11/23/2016 DAVIS FUELS LTD. 156631 WS-PUMPING STN.- DIESEL	322.49 322.49	A/P	OUT-STD	11/23/2016
006232	11/23/2016 SMITH BROS. MACHINE SHOP LTD. OCT 12/2016* WS-PUMPSTATION- BUILD MOTOR (1,168.98 1,168.96	A/P	OUT-STD	11/23/2016
006233	11/24/2016 MINISTER OF FINANCE 790544 WS-SOURCE-BPV ANNUAL REGISTR	75.00 75.00	A/P	OUT-STD	11/24/2016
006234	11/24/2016 SERVICE NEW BRUNSWICK 938622 WS-UTILITY-FEE FOR PAYMENT ACI	205.15 205.15	A/P	OUT-STD	11/24/2016
006235	11/29/2016 BERNARD MCFARLANE 35 WS-TRANS&DIST-NEW PUMP MOTC	357.50 357.50	A/P	OUT-STD	11/29/2016
006236	11/29/2016 N. B. ELECTRIC POWER 53123617NOV16 SCD-ST5-DECHLORINATION CHAME 53158875NOV16 SCD-ST5-BUDD AVE LIFT STATION 54807440NOV16 WS-ST5-158A MILLTOWN BLVD LIFT 56356048NOV16 SCD-ST5-18 RIVERSIDE DR LIFT ST. 61204008NOV16 SCD-DISPOSAL-2-216 KING ST LIFT 61224002NOV16 SCD-ST5-358A MILLTOWN BLVD LIF 61236008NOV16 WS-ST5-BUDD AVE LIFT STATION 76139807NOV16 SCD-ST5-54 RIVERSIDE DR LIFT ST. 84934906NOV16 SCD-ST5-6-58A RIVERSIDE DR LIFT 84943406NOV16 WS-ST5-TODD HILL RESERVOIR	4,657.05 122.85 2,612.16 31.87 31.87 107.09 912.38 563.88 49.76 85.56 139.63	A/P	OUT-STD	11/29/2016
006237	11/29/2016 RECEIVER GENERAL 36 WS-TRANS&DIST-NEW PUMP MOTC	275.00 275.00	A/P	OUT-STD	11/29/2016
Cheque Totals Issued:		177,999.57			
Void:		0.00			
Total Cheques Generated:		177,999.57			
Total # of Cheques Listed:		65			

* - Partial payment was made on Invoice

** - Name on Check was modified

RESOLUTION NO.: _____

DATE: December 19, 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 December 7, 2016 be approved as circulated.

COMMITTEES MEETING
WEDNESDAY, DECEMBER 7, 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* – six (6) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

It was MOVED by Councillor Harding and SECONDED by Councillor Chisholm that the above-noted seven (7) items, along with one (1) additional Financial Matter, be moved into closed session following the Open Committees Meeting as per Section 10.2(4)(c) and (j) of the New Brunswick *Municipalities Act*.
CARRIED

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE

PRESENT: Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; Chief Administrative Officer Derek O'Brien; Town Treasurer Tim Tozer; and Town Clerk Joan Flewelling.

2. APPROVAL OF AGENDA

It was MOVED by Deputy Mayor Carr and SECONDED by Councillor Hyslop that the agenda be approved as circulated. CARRIED

3. CONFLICT OF INTEREST

There were no conflicts of interest declared.

4. ITEMS

FINANCE AND ADMINISTRATION – Chaired by Deputy Mayor Carr

- (i) Report of the Chief Administrative Officer – The Chief Administrative Officer's report was received and reviewed and the one (1) action item is noted as follows:

- Council will consider a motion at the next Regular Session on Monday, December 19, 2016 to provide a grant in the amount of \$130.00 (one hundred and thirty dollars), approximately, to Operation Christmas Joy to cover the room rental fee at the Garcelon Civic Center for its fundraiser on November 11, 2016.
- (ii) Report of the Finance Department – The report of the Finance Department was received and reviewed.
- (iii) Transfer to General Capital Reserve Fund – Proposed New Town Hall – The memo from the Treasurer dated November 30, 2016 was received and reviewed, and a motion will be considered at the next Regular Session on Monday, December 19, 2016 transferring \$250,000 from the General Operating Fund to the General Capital Reserve Fund.
- (iv) Transfer to General Capital Reserve Fund – The memo from the Treasurer dated November 29, 2016 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 19, 2016 transferring \$214,778 from the General Operating Fund to the General Capital Reserve Fund.
- (v) Transfer to General Operating Reserve Fund – The memo from the Treasurer dated November 30, 2016 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 19, 2016 transferring \$12,700 from the General Operating Fund to the General Operating Reserve Fund.
- (vi) Transfer to Water and Sewerage Capital Reserve – The memo from the Treasurer dated December 2, 2016 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 19, 2016 transferring \$12,350 from the Water and Sewerage Operating Fund to the Water and Sewerage Capital Reserve Fund.
- (vii) Transfer to Restricted Bank Account-Future Employee Benefits – The memo from the Treasurer dated December 2, 2016 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 19, 2016 transferring \$50,972 from the General Operating Fund bank account to the restricted bank account for future employee benefits, and transferring \$8,944.61 from the Water and Sewerage Operating Fund bank account to the restricted bank account for future employee benefits.

The Treasurer advised that the above-noted recommended motion may not be necessary pending further information from the province.

- (viii) Cheque Register for month of November 2016 - The memo from the Assistant Treasurer dated December 1, 2016 with attached cheque register was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 19, 2016.

POLICE AND FIRE - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP – The report of the Operations NCO was received and reviewed. In addition to his report, Sergeant Stubbs introduced Constable Peter Lambert who has been a resident for two and one-half years and who very much enjoys working and living in St. Stephen.

Constable Lambert advised Council that he has been working with the “homeless man” and his dog and liaising with provincial partners in order to hopefully provide assistance.

Also in addition to his report, Sergeant Stubbs advised of a large drug seizure last week in Tower Hill.

- (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.

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

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

Councillor Parker reiterated that the new format for the building inspection report will be implemented next month.

- (ii) Report of the Development Office – The report of the Development Office was received and reviewed.
- (iii) Report of the Property Management Office – There was nothing to report this month.

PARKS AND RECREATION - Chaired by Councillor Chisholm

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

Mayor MacEachern congratulated Mike O'Connell, Director of Parks and Recreation, for his recent accomplishment of receiving his Degree in Recreation and Sport Studies – Management Stream from the Faculty of Kinesiology.

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

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Wheaton

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

PUBLIC WORKS – Chaired by Councillor Hyslop

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

In addition to the Director's report, it was noted that the Public Works crew are busy removing the Military Banners from the poles which will be stored at the Fire Hall for the first year; however, next year the Legion will be responsible for the continued storage.

5. **DELEGATIONS/PRESENTATIONS**

- (i) St. Stephen's University – Kendall Kadatz, Facilities Manager, presented to Council St. Stephen's University's plans for upgrades to its building in order to comply with a recent fire code assessment.

The project will be phased in over a three year period with initial cost estimates between \$300,000 - \$400,000, and the university requests the Town's support in waiving building permit fees.

The Chief Administrative Officer confirmed that Council does not waive building permit fees; however, it could provide grants to assist with the fees.

It was agreed that the university will submit to the Chief Administrative Officer funding requests throughout the various phases of its project, which the Chief Administrative Officer will provide to Council at future meetings.

- (ii) Charlotte Coastal Region Tourism Association (CCRTA) – Abby Pond, Executive Director, presented to Council CCRTA's 2016 success list, along with 2017 Planning.

As noted in the 2016 success list, out of \$32,500 invested in events, \$6,000 was contributed to events in St. Stephen.

The CCRTA requests that Council continue to provide its financial support which will be reviewed during the 2017 budget process.

The Chief Administrative Officer advised Council that Abby provides ongoing assistance to the Town's Events Development Coordinator which Council commended her for the support.

6. NEW BUSINESS

No new business.

7 ADJOURNMENT

The meeting moved into closed session at 6:05 p.m. and returned to open session at 7:00 p.m., at which time it was MOVED by Councillor Chisholm and SECONDED by Councillor Parker that the meeting adjourn at 7:00 p.m.

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEES MEETING
WEDNESDAY, DECEMBER 7, 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* – six (6) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

OPEN COMMITTEES MEETING

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

FINANCE AND ADMINISTRATION – Chaired by Deputy Mayor Carr

- (i) Report of the Chief Administrative Officer
- (ii) Report of the Finance Department
- (iii) Transfer to General Capital Reserve Fund – Proposed New Town Hall – Memo from Treasurer dated November 30, 2016 attached.
- (iv) Transfer to General Capital Reserve Fund – Memo from Treasurer dated November 29, 2016 attached.
- (v) Transfer to General Operating Reserve Fund – Memo from Treasurer dated November 30, 2016 attached.
- (vi) Transfer to Water and Sewerage Capital Reserve – Memo from Treasurer dated December 2, 2016 attached.
- (vii) Transfer to Restricted Bank Account-Future Employee Benefits – Memo from Treasurer dated December 2, 2016 attached.
- (viii) Cheque Register for month of November 2016 – Memo from Assistant Treasurer dated December 1, 2016 with attachment:
 - Cheque Register

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 Parker

- (i) Report of Building Inspection Office
- (ii) Report of the Development Office
- (iii) Report of the Property Management Office – Nothing to report this month.

PARKS AND RECREATION – Chaired by Councillor Chisholm

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

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Wheaton

- (i) Planning, Promotion and Tourism – Report from the Chief Administrative Officer.

PUBLIC WORKS – Chaired by Councillor Hyslop

- (i) Report of the Public Works Department

5. **DELEGATIONS/PRESENTATIONS**

- (i) St. Stephen's University – Presentation by Kendall Kadatz, Facilities Manager – copy attached.
- (ii) Charlotte Coastal Region Tourism Association – Presentation by Abby Pond, Executive Director – copy attached.

6. **NEW BUSINESS**

7. **ADJOURNMENT**

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

STAFF REPORTS

THAT the following staff reports for the month of November 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; and Garcelon Civic Center.

Report to Mayor and Council – November 2016

UNB Human Resource Management Course	Completed the third module "Attract and Recruit" November 15 and 16.
2017 Budget Process	Public Works (Transportation Services), Parks and Recreation, and the St. Stephen Fire Department working groups met to review draft proposed budgets. Once all working groups have reviewed, a draft will come to Mayor and Council for further review. All proposed budgets will be reviewed with the Mayor and Council in a "Closed" meeting before they are presented publicly for Council's consideration.
Training / Information Sessions	The New Brunswick Association of Nursing Homes Town Hall Meeting, November 22. Improving the Regional Service Commissions Workshop, November 23.
Community Events	Opening of "The 5 Kings", November 6. Santa Claus Parade, November 18. Santa's Arrival, November 19. Revitalizing Southwest N.B. with Jim Diers, November 21. United Way Board of Directors, November 24.
Administration	<ul style="list-style-type: none">• Town Office will be closed on Tuesday, December 6 from 12:00 – 1:15p.m. for staff to attend the Christmas dinner hosted by Mayor and Council.• Town Office will close at 12:00 p.m. on Friday, December 23 and open again on Wednesday, December 28 for the Christmas holidays.• Town Office will be closed on Monday, January 2, 2017 for the New Year's Day holiday.
Staff	Mayor and Council are invited to join the staff at the Garcelon Civic Center on Thursday, December 22 between 4:00-6:00 p.m. for holiday refreshments.
Operation Christmas Joy	This program is to assist families in need to ensure that children have a positive Christmas experience. The organizers hosted a fund raising auction at the Garcelon Civic Center on November 11 during an Aces hockey game. This project provided 150 local families with Christmas gifts. They requested a grant in the amount of \$ 130.00 to cover the rental cost of the Halstead Conference Room.

Action: Council consider a resolution to make this donation to Operation Christmas Joy in the amount of \$ 130.00 to cover the rental cost at Garcelon Civic Center.

Memo

To: Derek O'Brien, CAO

From: Tim Tozer, Treasurer

Date: 29 November 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).
- B) Accounts Payable processing (Verification and daily input of invoices, and payment of amounts owed by the Town).
- C) Payroll processing (Bi-weekly 64 employees, Monthly 31 employees, Quarterly 1 employee, Bi-yearly 7 employees, Total 103 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 December 31, 2015.

2) Statements of Revenue and Expenditures to September 30, 2016.

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

4) Computer server maintenance.

5) Meetings:

- A) Committee meeting-November 16, 2016.
- B) Department Head meeting-November 22, 2016.
- C) Budget meeting-Transportation Services-November 28, 2016.
- D) Budget meeting-Outside Recreation & Border Arena-November 28, 2016.
- E) Budget meeting-Fire Department-November 29, 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.
 - 7) Milltown Blvd (Church Street to Hill Street).

- B) 2015 Gas Tax Fund audit inquiries for the PNB-Complete.

- C) Civic Center accounting reconciliations-Month end completed to September 30, 2016.

- D) 2017 budget-In Progress.

- E) Capital budget-In Progress.

- F) Jumpstart processing-In Progress.

- G) Multiple HST remittances-In Progress.

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

Public Works Report for November 2016

Lee Johnson, Director of Operations, December 01, 2016

1: Water system:

- a) Repaired 1 Water Main.
- b) Started reading Meters.
- c) Repaired 2 water services.
- d) Installed 5 new Meters.

2: Streets:

- a) Asphalt patching.
- b) Put up Legion Banners.
- c) Hauled Cold Patch.
- d) Stockpiled Gravel for Winter.
- e) Picked up Twigs and Leaves.

3: Waste Water:

- a) Videoed 2 Sewer Laterals.
- b) Repaired 1 Sewer Lateral.
- c) Flushed 1 Sewer Main.
- d) Cleaned Catch Basins.



Town of St. Stephen



Canada's Chocolate Town

Report of Parks & Recreation Dept. November 2016

Parks

- We had the cenotaphs all cleaned up for Remembrance Day ceremonies.
- Repaired a couple decorative lamps that weren't working in time for Santa Claus Parade.
- All seasonal equipment has been brought in for the Winter.
- Dan Hovey has moved from Parks Dept. to Civic Center for the Winter.
- The Parks trucks have been put away for the winter.
- Met with Elm St Nature Park Committee on their development plans for the Park.

Recreation

- Working on 2017 budget.
- Working on inputting ice schedules, for all user groups.
- Things have been going well on the ice at the GCC, all teams have started and we get ready for a busy month ahead of tournaments.
- Things continue to move forward with the Greater St Stephen Sports Wall of Fame.
- Participated in the Santa Claus Parade.
- Working on Christmas break schedules.
- Working on 2017 Frost Fest/March Break activities.
- Working on making improvements to the Jumpstart process.

Meetings

- | | |
|-------------|-------------------------------------|
| • FRPA | • P&R Committee |
| • Sport NB | • Jumpstart |
| • RNB | • Wall of Fame |
| • Dept Head | • Charlie Bourgeois – Spring Hockey |
| • CC Staff | |

Michael O'Connell
Director, Parks and Recreation

6. Remembrance Day ceremonies

Fire Chiefs Activities :

- 1. Monthly meeting of Committee**
- 2. Santa Claus Parade**
- 3. Remembrance Day Ceremonies**
- 4. Management Meeting**
- 5. Firefighter 1 Practical**
- 6. Budget meeting**
- 7. Fundy Firefighters Christmas Dinner Meeting**

TOWN of ST. STEPHEN

By-Law Enforcement

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

November REPORT

2016

To: CAO - Town of St. Stephen

Please find enclosed my report for November By-Law - Enforcement. We handled 16 calls.

CATEGORY	DETAIL	FOLLOW UP
Assist General Public (5)	Citizen concerned about the street sign at the corner of Rushton and Union is missing	<i>Complaint was passed onto the street dept. and they will have it replaced</i>
	Complaint of skunks around a house	<i>Spoke with the complaint and informed them what they could do to remove them.</i>
	<i>Person called regarding a buskers permit</i>	<i>Copy of the By-Law was provided</i>
	Complaint of an open fire on Hawthorne St.	<i>Fire dept. attended and put out the fire.</i>
	Fall clean up notices were posted in the Courier	<i>Clean up has been done</i>

<p>Animal Complaints(3)</p>	<p><i>Dogs running at large on Riverside Drive.</i></p> <p><i>Cats roaming in the area of Albert and Main</i></p> <p><i>Dogs running at larger on Rushton</i></p>	<p>Patrols have been made periodically and have not encountered any animals. Spoke with the owners and they will rectify the problem</p> <p>Passed onto the animal control officer.</p> <p>Monitoring situation as well as Animal control</p>
<p>Fall Clean up (4)</p>	<p><i>Some residents were not complying but after a visit three of the four have complied and the forth will stay as is</i></p>	
<p>Parking (3)</p>	<p><i>One ticket 0514 was passed onto the Town solicitor for preparation for court</i></p> <p><i>Receiving complaints of parking on King St.</i></p> <p><i>2 warnings for parking offences given</i></p>	<p>We are monitoring the area</p>

REPORT OF THE ANIMAL CONTROL OFFICER

I patrolled the Town on a daily basis and responded to all complaints, including a warning was given to owner on two pit bulls running loose and also complaints of cats abandoned in trailer park.

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

TOWN of ST. STEPHEN

Building Inspection Services

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

NOVEMBER REPORT 2016

BUILDING INSPECTION

The month of November brought in a total of 10 (Ten) permits which represents \$179,150.00 (One Hundred & Seventy-nine Thousand, and One Hundred and Fifty) in building permits

We issued no Stop Work Orders. This office is dealing with 5 (Five) properties under the Unsightly By-Law which are active and in process.

Our office dealt with and has filed 30 (Thirty) Occurrence reports and filed 13 (Thirteen) Building Inspection reports. 1 (One) electrical waiver was 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 – November 2016

Planning Advisory Committee

The next committee meeting is January 4, 2017.

Sign Permits

- 2 approved.

Variances

- 1 approved.

Approved plans

- 1 deed approved to consolidate three (3) PIDs.

Unsightly Premises

- 1 residential property reviewed based on a complaint.

New Development

- Nothing to report.

Garcelon Civic Center Report – November 2016

Advising Commission

Meeting November 28

- Discussed the mandate and purpose of the committee.
- A recommendation will come to a future Committee of Council.

Concessions

Staff is providing a viable service for both the licensed beverage and food concessions. With the help of a service provider, Rachael Hughes, the lower canteen is fully functional offering a variety of snacks and light fare.

Aquatics and Fitness

Fall programming continues.

The pool will be closed for pool maintenance the week of December 12-16.

Facility

Operations are proceeding as usual with the support of the management team in the absence of our Operations and Maintenance Coordinator.

Programming / Facility Use

The Department of Tourism, Heritage and Culture awarded a grant for \$ 2 000 through the Sport and Recreation Branch of the Department to support "Train with an Olympian" being planned for March 31, 2017.

Events:

- Hosted a variety of public and private functions in the conference centre, pool, and arena.
- Santa's Arrival, November 19.
- Ugly Sweater Skating – November 19.
- Toonie Swim – November 19.

Upcoming events:

- Drop and Shop during Midnight Madness, December 2.
- Hockey tournaments.
- New Year's Eve Gala, December 31.

The facility will close at 12:00 p.m. on Saturday, December 24 and open on Tuesday, December 27.

Garcelon Civic Center Charitable Fund

Nothing to report.

Promotion and Marketing

- Christmas stocking stuffer / New Year's special.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

BY-LAW NO. A-7.11 - A BY-LAW TO AMEND BY-LAW NO. A-7 "A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY" – THIRD AND FINAL READING – SHORT TITLE ONLY

THAT By-Law No. A-7.11 – A By-Law to Amend By-Law No. A-7 – “A By-Law to Impose a Special Business Improvement Levy” - be given Third and Final Reading – Short Title Only.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

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



**Royal Canadian Mounted Police
St. Stephen Municipal Post
RSC 10 West District**

**POLICE REPORT
November 2016**

Council / Mayor's Report:

This report for the Town of St. Stephen RCMP covers the period of November 1, 2016 to November 30, 2016 inclusive. During this time period, the RCMP responded to 294 calls for service within the Municipality of St. Stephen.

TRAFFIC:

Check stops.....	20
Driver's Licence Suspensions – By Police.....	1
Driving while Disqualified or Licence Suspension – Provincial/Territorial.....	1
Fail to stop or remain at Accident Scene.....	1
Impaired operation over 80% of Motor Vehicle.....	1
Motor Vehicle Act – Other Activities.....	1
Moving Traffic – Speeding Violations.....	1
Other moving and non-moving traffic violations.....	2
Traffic Collision(s) – Fatal/Non-Fatal Injury/Damage Reportable/Non-Reportable.....	10
Traffic Tickets.....	28
Traffic Warnings.....	15

PROVINCIAL STATUTES:

Child Welfare Act – Other Activities.....	3
Coroner's Act.....	2
False/Abandoned 911.....	3
Family Orders & Agreements Enforcement Assistance Act – Other Activities.....	4
Family Relations Act – Other Activities.....	1

PROVINCIAL STATUTES (continued)

Fire Prevention Act – Other Activities.....	2
Mental Health Act – Other Activities.....	14
Off-Road Vehicle Act – Other Activities.....	1

CRIMINAL CODE:

Assault.....	6
Breach of Recognizance – other 811.....	2
Criminal Harassment.....	2
Disturbing the peace/Causing a disturbance.....	2
Fail to comply Probation Order.....	1
Mischief – Damage to, or obstruct enjoyment of property.....	7
Other theft under \$5000.....	6
Possession of a Firearm/prohibited weapon when knowing possession unauthorized.....	1
Possession of Firearm/weapon/device/ammunition in Motor Vehicle.....	1
Sexual Assault.....	1
Theft under or equal to \$5000 – shoplifting.....	1
Theft under or equal to \$5000 from a motor vehicle.....	3
Unauthorized Possession of Firearm/Prohibited Weapon/Restricted Weapon.....	1
Uttering threats against a person.....	1

OTHER FEDERAL STATUTES:

Controlled Drugs & Substance Act – Other Activities.....	1
Customs Act – Other Activities.....	3
Possession – Schedule II: Cannabis Resin more than 1 gram.....	2
Production – Schedule II: Cannabis Marihuana.....	1
Trafficking – Schedule II: Cannabis.....	1

OTHER INVESTIGATIONS:

Abandoned vehicles.....	1
Assistance to Canadian Federal Dept/Agency.....	4
Assistance to Canadian Police (non-RCMP) Agency.....	3
Assistance to Canadian Provincial/Territorial Dept/Agency.....	1
Assistance to General Public.....	3
Assistance to Non-Government Canadian Agency.....	2
Crime Prevention.....	1
False Alarms.....	1
Items Lost/Found.....	4

OTHER INVESTIGATIONS (continued):

Offender Management	1
Person Reported Missing	1
Police Certificates/Letters	97
Suspicious Person/Vehicle/Property	1
Trespass at night	1
Unfounded	17
Wellbeing Check	2

**Peter STUBBS, Sgt.
Operations NCO i/c St. Stephen Post
Royal Canadian Mounted Police**

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TOWN GRANT – OPERATION CHRISTMAS JOY

THAT the Council of the Town of St. Stephen authorizes an unbudgeted grant in the amount of \$138.00 (one hundred and thirty-eight dollars) to Operation Christmas Joy to be applied to the rental cost of the Garcelon Civic Center for its fundraising auction which was held on November 11, 2016, during the St. Stephen Aces hockey game, and which proceeds assist with the purchases of clothing and toys for local children.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TRANSFER TO THE GENERAL CAPITAL RESERVE FUND

THAT the amount of \$250,000.00 (two hundred and fifty thousand dollars) be transferred from the General Operating Fund to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TRANSFER TO THE GENERAL CAPITAL RESERVE FUND

THAT the amount of \$214,778.00 (two hundred and fourteen thousand, seven hundred and seventy-eight dollars) be transferred from the General Operating Fund to the General Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TRANSFER TO THE WATER AND SEWERAGE CAPITAL RESERVE FUND

THAT the amount of \$12,350.00 (twelve thousand, three hundred and fifty dollars) be transferred from the Water and Sewerage Operating Fund to the Water and Sewerage Capital Reserve Fund.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TRANSFER TO THE WATER AND SEWERAGE OPERATING RESERVE FUND

THAT the amount of \$8,945.00 (eight thousand, nine hundred and forty-five dollars) be transferred from the Water and Sewerage Operating Fund to the Water and Sewerage Operating Reserve Fund.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TRANSFER TO THE GENERAL OPERATING RESERVE FUND

THAT the amount of \$100,000.00 (one hundred thousand dollars) be transferred from the General Operating Fund to the General Operating Reserve Fund.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TRANSFER TO THE GENERAL OPERATING RESERVE FUND

THAT the amount of \$50,972.00 (fifty thousand, nine hundred and seventy-two dollars) be transferred from the General Operating Fund to the General Operating Reserve Fund.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TRANSFER TO THE GENERAL OPERATING RESERVE FUND

THAT the amount of \$12,700.00 (twelve thousand, seven hundred dollars) be transferred from the General Operating Fund to the General Operating Reserve Fund.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TOWN-OWNED SURPLUS PROPERTY – PID # 01309079 (70 QUEENSWAY)

THAT the Council of the Town of St. Stephen declares the Town-owned property located at 70 Queensway and identified as PID # 01309079 to be surplus property.

AND THAT the Council directs the Chief Administrative Officer to post it as surplus property in order to entertain offers to purchase.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

TOWN-OWNED SURPLUS PROPERTY – PID # 01311935 (32 BOUNDARY STREET)

THAT the Council of the Town of St. Stephen declares the Town-owned property located at 32 Boundary Street and identified as PID # 01311935 to be surplus property.

AND THAT the Council directs the Chief Administrative Officer to post it as surplus property in order to entertain offers to purchase.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

BELL MOBILITY CORPORATE ACCOUNT AGREEMENT - RENEWAL

WHEREAS the Council of the Town of St. Stephen accepts the renewal, retroactively, for mobile telecommunications for a three (3) year term from October 9, 2016 and expiring on October 9, 2019 as reviewed in its closed session on December 7, 2016 as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Corporate Account Agreement between The Town of St. Stephen and Bell Mobility Inc., in the form presented to Council.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

PAYROLL AUTHORIZATION – EMPLOYEE # E54

THAT the Council of the Town of St. Stephen authorizes a payroll payment to Employee # E54 in the amount of \$1,095.55 (one thousand, ninety-five dollars and fifty-five cents) for additional administrative and relief work.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

REGIONAL DEVELOPMENT CORPORATION PROJECT NO. 9485 – TOWN OF ST. STEPHEN - IMPROVEMENTS

THAT the Council of the Town of St. Stephen accepts a financial offer up to \$125,000.00 (one hundred and twenty-five thousand dollars) from the Regional Development Corporation for the stabilization construction of the former Town Hall building located at 34 Milltown Boulevard, and authorizes the Mayor and Town Clerk to sign the acceptance letter dated November 8, 2016 in the form presented to Council, contingent on endorsement of the Development Agreement by Heritage Developments Limited.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

**ATLANTIC CANADA OPPORTUNITIES AGENCY PROJECT NO. 208608 –
ASSISTANCE UNDER THE INNOVATIVE COMMUNITIES FUND**

THAT the Council of the Town of St. Stephen accepts a financial offer of \$125,000.00 (one hundred and twenty-five thousand dollars) from the Atlantic Canada Opportunities Agency for the stabilization construction of the former Town Hall building located at 34 Milltown Boulevard, and authorizes the Mayor and Town Clerk to sign the Contribution Agreement in the form presented to Council, contingent on endorsement of the Development Agreement by Heritage Developments Limited.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

CLOSED SESSION

THAT the Council of the Town of St. Stephen agree to move into closed session to discuss one (1) Financial Matter and one (1) Labour and Employment Matter as per Section 10.2(4)(c) and (j), respectively, of the New Brunswick *Municipalities Act*.

RESOLUTION NO.: _____

DATE: December 19, 2016

MOVED BY: _____

SECONDED BY: _____

ADJOURNMENT
THAT the meeting adjourn.