

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, APRIL 24, 2017 @ 7:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
 - (a) Canada 1st Basketball, Inc. Committee – Presentation by Peter Corby, President.
 - (b) Community Pride Month - Proclamation
 - (c) Lyme Awareness Month - Proclamation
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – March 27, 2017
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 – April 12, 2017

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
- (g) Development / Property Management Office
- (h) Garcelon Civic Center

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

- (a) By-Law No. A-11 – “A By-Law to Repeal a By-Law Respecting the Advising Commission of the Town of St. Stephen’s Garcelon Civic Center” – First Reading – Short Title Only

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Fundraising Road Toll – Charlotte County Animal Shelter
- (c) Fundraising Road Toll – St. Stephen-Milltown Lions Club
- (d) Town of St. Stephen – Commercial Credit Application (Hilti Canada)
- (e) Dillon Consulting Limited – Agreement for Professional Services – Street Improvements 2017 (Milltown Boulevard)
- (f) Purchase and Sale – PID # 1311935 (32 Boundary Street)
- (g) Purchase and Sale – PID # 1309079 (70 Queensway)
- (h) Public Works Department Casual Employee – Job Recommendation
- (i) Public Works Department Casual Employee – Job Recommendation
- (j) Town of St. Stephen – Canada 150 – Canadian Heritage Grant
- (k) Permission to Operate – St. Stephen Farmers’ Market

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

PROCLAMATION

COMMUNITY PRIDE MONTH

ST. STEPHEN PROUD - MAY 2017

WHEREAS the Town of St. Stephen is excited to declare the month of May "Community Pride Month" as we celebrate our pride in our town. 2017 marks the 150th anniversary of our country and we celebrate the pride we have in our nation. This May let's celebrate St. Stephen. This is a great place to live, work, and play!

WHEREAS the Mayor and Council challenge every citizen to celebrate your pride in our community and participate in St. Stephen Proud!

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

We have a lot to be proud of in St. Stephen – the best little town in the world!

THEREFORE, I, Allan MacEachern, Mayor of the Town of St. Stephen, do hereby proclaim the month of May 2017 to be "Community Pride Month".

PROCLAMATION

LYME AWARENESS

Whereas Lyme disease is one of the fastest growing infections in Canada; and

Whereas the population of ticks, the prime cause of Lyme disease, is growing and expanding in New Brunswick; and

Whereas the tick season is also extended due to climate change; and

Whereas there is an increasing number of New Brunswickers who are suffering from Lyme disease; and

Whereas Lyme disease, if not diagnosed and treated early, can become a debilitating condition, causing extreme fatigue, cardiac and nervous system disorders and/or arthritic symptoms; and

Whereas all New Brunswickers would benefit by being more aware of Lyme disease, how it is contracted, what the symptoms associated with the disease are and how to get the prompt medical care needed to avoid illness and suffering.

Therefore, I, Allan MacEachern, Mayor of the Town of St. Stephen, do hereby recognize the work of Lyme NB raising Lyme Awareness during the month of May 2017.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

REGULAR COUNCIL MEETING

THAT the Minutes of the Regular Council meeting held on March 27, 2017 be approved as circulated.

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, MARCH 27, 2017 @ 7:00 P.M.

1. **PRAYER**

Mayor Allan MacEachern called upon Deputy Mayor Carr to administer a prayer.

2. **RECORDING OF ATTENDANCE**

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

ABSENT: Councillor Marg Harding.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

70/17 **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**

(a) Long Service Awards – Mayor MacEachern and Fire Chief Jeff Richardson presented Long Service Awards to Walter Cooke, Fire Driver / Dispatcher, who has been a Town employee for 35 years.

(b) **Human Values Day – Proclamation**

Mayor MacEachern proclaimed April 24, 2017 as Human Values Day:

WHEREAS raising and increasing the AWARENESS of *Human Values* of truth, right conduct, peace, love and non-violence, and all the multiple sub values like honesty, integrity, kindness and caring in the Town of St. Stephen is a primary goal of this wonderful town; and

WHEREAS these values are inherent in all creeds, countries, cultures and communities, making these values truly "**Values without Borders**"; and

WHEREAS making the Town of St. Stephen "**A Town of Character**" is for the greatest benefit of all our citizens; and

WHEREAS reducing and even erasing the incidents of violence of all types in our communities and our town will bring PEACE and PROGRESS in all aspects and activities of this province; and

WHEREAS unlike other walks, Walk for Values is not a fundraiser, but a way to make the town richer and healthier by pledging our commitment to practice human values, and be motivated to serve our community through volunteer work, or by donating blood or food for the needy; and

WHEREAS "Walk for Values" is designed to raise the awareness of Human Values and to promote individual responsibility towards collective future of Humanity, Walk for Values is a platform to educate people on the importance of practicing these five Human Values in daily life and the awareness it creates in making of enlightened citizens for universal peace.

NOW THEREFORE, I, Allan MacEachern, Mayor of the Town of St. Stephen, New Brunswick, do hereby proclaim April 24, 2017 as "Human Values Day" in the Town of St. Stephen.

6. NOTICES OF MOTIONS

There were no notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

71/17

THAT the Minutes of the Regular Council meeting held on February 27, 2017 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

72/17

THAT the Minutes of the Special Council meeting held on March 2, 2017 be approved as circulated. **CARRIED**

8. ACCOUNTS

PAID BILLS

Moved by Councillor Wheaton
Seconded by Councillor Chisholm

73/17 THAT the paid bills in the amount of \$668,288.58 (six hundred and sixty-eight thousand, two hundred and eighty-eight dollars and fifty-eight cents) be received. CARRIED

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Deputy Mayor Carr
Seconded by Councillor Parker

74/17 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 Hyslop
Seconded by Councillor Wheaton

75/17 THAT the Minutes of the Committees meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism held on March 15, 2017 be approved as circulated. CARRIED

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Chisholm
Seconded by Councillor Wheaton

76/17 THAT the following staff reports for the month of February 2017 be adopted: Chief Administrative Officer; Public Works Department; Parks and Recreation Department; Fire Department; By-Laws and Building Inspection Services; Development / Property Management Office; and Garcelon Civic Center. CARRIED

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

No by-laws considered.

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

77/17 **THAT** the Royal Canadian Mounted Police February 2017 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.
CARRIED

APPLICATION FOR FINANCING - GENERAL FUND

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

78/17 **BE IT RESOLVED THAT** the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$171,000 (one hundred and seventy one thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue post dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Transportation Services</u>		
Refinancing Debenture No. AW 13-2007	<u>\$171,000</u>	5 Years

CARRIED

APPLICATION FOR FINANCING - WATER AND SEWERAGE FUND

Moved by

Seconded by

79/17 **BE IT RESOLVED THAT** the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$24,000 (twenty-four thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue post dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Environmental Health Services</u>		
Refinancing Debenture No. AW 14-2007	<u>\$24,000</u>	10 Years

CARRIED

VOLUNTEER FIREFIGHTER POSITIONS

Moved by Councillor Chisholm
Seconded by Councillor Wheaton

80/17 **THAT** the Fire Chief's recommendation to recruit Jason Cleghorn, Dana Driscoll, Jonathan McCaffrey, Wes French, and Eric Grant as volunteer firefighters subject to the appropriate medical and criminal records background check and a six (6) month probationary period be accepted. **CARRIED**

TOURISM AND PROMOTION ACTION COMMITTEE MEMBERS

Moved by Councillor Wheaton
Seconded by Councillor Parker

81/17 **WHEREAS** the Council of the Town of St. Stephen established, at its meeting on February 23, 2015, a Tourism and Promotion Action Committee (the "Committee");

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen approves the following updated list of members on the Committee:

ORGANIZATION	PERSON
Town of St. Stephen	Planning, Promotion and Tourism Committee Chair - Councillor Ghislaine Wheaton
Town of St. Stephen	Community Events Coordinator – Alex Reid
Chocolate Festival Inc.	President – Maria Kulcher
St. Stephen Chamber of Commerce	Diane Ganong
St. Stephen Development Board	Brian Hastey
St. Stephen Downtown BIA	Jeff McShane
Ganong Nature Park	Board Member – Peter Heelis
Education – Athletics	Donnie Walker
Arts and Culture	Hayden Wiebe
Accommodations Sector	David Whittingham (Chair)
Charlotte Coastal Region Tourism Association	Councillor Ken Parker
Community	Shelley McKeeman
St. Stephen Farmers' Market	Lori Day

CARRIED

APPROVAL OF EVENT: "TOUCH A TRUCK" – ST. STEPHEN KIWANIS CLUB

Moved by Councillor Chisholm

Seconded by Deputy Mayor Carr

82/17

THAT the Council of the Town of St. Stephen grants permission to the St. Stephen Kiwanis Club to host its "Touch A Truck" event in the parking lot of the Garcelon Civic Center, and on sections of Budd Avenue, on Saturday, September 23, 2017 from 10:00 a.m. to 2:00 p.m., with a rain date of Saturday, September 30, 2017 from 10:00 a.m. to 2:00 p.m., with boundaries as outlined on the photo presented to Council.

AND THAT the above-noted boundaries outlined on the photo presented to Council may need to be altered if the water and sanitary sewer renewal project is underway on Milltown Boulevard. **CARRIED**

AWARDING OF TENDER: COMBINED SEWER SEPARATION AND UTILITY RENEWAL – ELM PARK PROJECT NO. 16-4847 (CLEAN WATER AND WASTEWATER FUND PROJECT NO. 6990-1063 – ELM PARK, PINWOOD AND MAPLE – SEWER SEPARATION AND INFRASTRUCTURE RENEWAL)

Moved by Councillor Hyslop

Seconded by Deputy Mayor Carr

83/17

THAT of the six (6) tenders received, the low tender of \$2,313,810.40 (two million, three hundred and thirteen thousand, eight hundred and ten dollars and forty cents), including HST, from Deby Enterprises Ltd. of Saint John, NB, for the combined sewer separation and utility renewal for Elm Park, Pinewood and Maple be accepted, contingent on project funding approval from the Municipal Capital Borrowing Board. **CARRIED**

CHANGE OF DATE: MAY 2017 REGULAR TOWN COUNCIL MEETING

Moved by Councillor Wheaton

Seconded by Councillor Chisholm

84/17

THAT the Council of the Town of St. Stephen changes the date of the May Regular Town Council Meeting from the fourth (4th) Monday, 22nd day of May, 2017 at 7:00 p.m., to the fourth (4th) Tuesday, 23rd day of May, 2017 at 7:00 p.m. as outlined in Subsection 9.01(1) of Section 9. Meetings of By-Law No. A-2.3, "A By-Law to Amend By-Law No. A-2, A By-Law Respecting Procedures of the Town Council and Town Administration" to be held in Council Chambers, 73 Milltown Blvd., Suite 112 (entrance at back corner of building). **CARRIED**

GARCELON CIVIC CENTER – NEW HORIZONS FOR SENIORS GRANT

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

85/17

WHEREAS the Garcelon Civic Center applied to Employment and Social Development Canada for funding for its "New Horizons for Seniors Program";

AND WHEREAS the Garcelon Civic Center will receive \$24,515.00 (twenty-four thousand, five hundred and fifteen dollars) for its "Fifty Shapes of Fit" project;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the agreement with Employment and Social Development Canada, in the form presented to Council, retroactively to March 20, 2017. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all necessary meetings of Council.
- Wore a purple shirt to church on March 26 for Epilepsy Awareness Day.
- Attended a chapel service for the St. Stephen Aces.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.
- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.
- Attend weekly St. Stephen-Milltown Rotary Club meetings.
- Watched the Atlantic Canada Opportunities Agency (ACOA) announcement for the Kiwanis Skateboard Park on Facebook live.
- Attended the Dialogue NB lunch at the Garcelon Civic Center.

Councillor Hyslop

- Attended all Town meetings.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.
- Attended the Sports Wall of Fame announcement at the Garcelon Civic Center.
- Attended the provincial funding announcement for the curb and gutter project from Church Street to Milltown Customs.
- Attended a Charlotte County Museum board meeting and reviewed the completed Level 1 condition assessment of the building, and the board will follow up on various concerns.
- Wore the Epilepsy purple ribbon on the weekend in recognition of Epilepsy Awareness.

- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.

Councillor Wheaton

- Attended all Town meetings.
- Attended the World Day of Prayer hosted by Holy Rosary Church.
- Participated in the Corporate Challenge curling fun spiel on the Town team.
- Attended the Atlantic Canada Opportunities Agency (ACOA) announcement for the Kiwanis Skateboard Park.
- Attended the Sports Wall of Fame announcement at the Garcelon Civic Center.
- Attended the Jonathan Roy concert hosted by the International Festival Committee.
- Attended the provincial funding announcement for the curb and gutter project from Church Street to Milltown Customs.
- Attended a meeting to discuss proposals for the NB – Canada 150 funding.
- Attended the last Wellness for Seniors' session at the Garcelon Civic Center until fall.
- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.
- Wore purple clothing on the weekend in support of Epilepsy Awareness.

Councillor Chisholm

- Attended all Town meetings.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.
- Attended the Jonathan Roy concert at the Garcelon Civic Center hosted by the International Festival Committee and was very pleased with the acoustics in the conference rooms.

Councillor Parker

- Attend all Town meetings.
- Attended a meeting with Trudy Higgins on the hospital.
- Met with Elva Hatt concerning lack of storage at the St. Croix Public Library and will follow up with the Chief Administrative Officer.
- Attended the provincial funding announcement for the curb and gutter project from Church Street to Milltown Customs.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.
- Participated in the Corporate Challenge curling fun spiel on the Town team.

Mayor MacEachern

- Asked the public to purchase tickets early to events at the Garcelon Civic Center so that events do not get cancelled due to lack of interest.
- Attended a dinner meeting with the new CEO of Horizon Health Network.
- Attended a meeting at the Charlotte County Hospital on the recruitment of two potential doctors.
- Attended a Giddens Memorial Airport meeting.
- Attend monthly meetings at the Charlotte County Hospital.
- Attended the Sports Wall of Fame announcement at the Garcelon Civic Center.
- Attended the provincial funding announcement for the curb and gutter project from Church Street to Milltown Customs.
- Attended a meeting with the Minister of Department of Transportation and Infrastructure.
- Glad to see renovations at the St. Stephen's University going well.
- Attended the Atlantic Canada Opportunities Agency (ACOA) announcement for the Kiwanis Skateboard Park.
- As a result of the recent closure of Superior Tanks and over 30 people now unemployed, attended a meeting with Richard Fulton of Future St. Stephen to advise the former employees that assistance will be provided to help find employment.

16. QUESTION PERIOD

No media nor public present.

18. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Hyslop

Seconded by Deputy Mayor Carr

86/17 **THAT** the meeting adjourn at 7:40 p.m. **CARRIED**

Mayor

Town Clerk

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, MARCH 27, 2017 @ 7:00 P.M.

1. PRAYER

2. RECORDING OF ATTENDANCE

3. APPROVAL OF AGENDA

4. CONFLICT OF INTEREST

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
 - (a) Long Service Awards – Presentation to Walter Cooke, Fire Driver / Dispatcher
 - (b) Human Values Day – Proclamation

6. NOTICES OF MOTIONS

7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – February 27, 2017
 - (b) Special Council Meeting – March 2, 2017

8. ACCOUNTS
 - (a) Paid Bills

9. COMMUNICATIONS
COMMUNICATION FOR INFORMATION
 - (a) Letter from RCMP Superintendent J. L. Warr to Mayor Allan MacEachern dated March 10, 2017
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 – March 15, 2017

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 / Property Management Office
(h) Garcelon Civic Center

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
(b) Application for Financing – General Fund
(c) Application for Financing – Water and Sewerage Fund
(d) Volunteer Firefighter Positions
(e) Tourism and Promotion Action Committee Members
(f) Approval of Event: "Touch A Truck" – St. Stephen Kiwanis Club
(g) Awarding of Tender: Combined Sewer Separation and Utility Renewal – Elm Park Project No. 16-4847 (Clean Water and Wastewater Fund Project No. 6990-1063 – Elm Park, Pinewood, and Maple – Sewer Separation and Infrastructure Renewal)
(h) Change of Date: May 2017 Regular Town Council Meeting
(i) Garcelon Civic Center – New Horizons for Seniors Grant

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: April 24, 2017

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 January 31, 2017 be received.

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

	Actual To Date For the One Month Ending January 31, 2017	Budget For the Year Ending December 31, 2017	Remaining	Percentage Used
Revenue				
Taxes	448,108	5,376,249	\$4,928,141	8%
Services Provided to Other Governments	0	223,920	223,920	0%
Sale of Services	77,821	502,854	425,033	15%
Other Revenue From Own Sources	10,888	182,833	171,945	6%
Unconditional Grants	135,773	1,626,871	1,491,098	8%
Conditional Transfers	0	4,200	4,200	0%
Other Transfers	46,653	1,179,723	1,133,070	4%
Total Revenue	719,243	9,096,650	8,377,407	8%
Expenditure				
General Government Services	55,309	1,015,865	960,556	5%
Protective Services	77,012	2,396,686	2,319,674	3%
Transportation Services	155,750	1,945,426	1,789,676	8%
Enviromental Health Services	21,402	246,661	225,259	9%
Enviromental Development Services	11,032	305,064	294,032	4%
Recreational and Cultural Services	105,065	1,869,246	1,764,181	6%
Fiscal Services	42,766	1,309,702	1,266,936	3%
Other	0	8,000	8,000	0%
Total Expenditures	468,336	9,096,650	8,628,314	5%
Surplus (Deficit)	\$250,907	\$0		

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

	Actual To Date For the One Month Ending January 31, 2017	Budget For the Year Ending December 31, 2017	Remaining	Percentage Used
Revenue				
Sale of Service	\$50,839	\$2,024,625	\$1,973,786	3%
Other Revenue From Own Service	10,422	200,300	189,878	5%
Other Transfers	8,611	136,066		6%
Total Revenue	69,872	2,360,991	2,163,664	3%
Expenditures				
Water Supply	44,764	1,140,096	1,095,332	4%
Sewerage Collection and Disposal	43,474	722,839	679,365	6%
Fiscal Services	6,624	498,056	491,432	1%
Total Expenditures	94,862	2,360,991	2,266,129	4%
Surplus (Deficit)	(\$24,990)	\$0		

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

PAID BILLS

THAT the paid bills in the amount of \$1,346,497.63 (one million, three hundred and forty-six thousand, four hundred and ninety-seven dollars and sixty-three cents) be received.

Town of St. Stephen
BNK4 - Civic Center Bank Account
Cheques from 000001 to 000017 dated between 03/01/2017 and 03/31/2017

CHEQUE REGISTER

Printed: 11:03:16AM 04/05/2017

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Number	Issued	Amount	SC	Status	Status Date
000016	03/09/2017 TOWN OF ST. STEPHEN MARCH032017 GG-FUNDTRANSFER-TRANSFER FC	33,000.00 33,000.00	A/P	OUT-STD	03/09/2017
Cheque Totals Issued:		33,000.00			
Void:		0.00			
Total Cheques Generated:		33,000.00			
Total # of Cheques Listed:		1			

* - Partial payment was made on Invoice

** - Name on Check was modified

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

Visa:

JANUARY 2017

Barb Tucker (Civic Center: Lower Canteen Supplies, Upper Canteen
Supplies, Office Supplies)

1,317.57

Grand Total

\$ 1,317.57

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

MARCH 2017

Town of St. Stephen General Operating Fund (Fund Transfer, Cheque #1095)	37,065.00
Fairville Construction Ltd. (Construction - Water Sanitary & Storm Sewer Renewal - Prince William Street - Project No. 15-2819, Cheque #1096)	\$ 247,907.65
	<u>\$ 284,972.65</u>

Town of St. Stephen
 BNK1 - General Bank Account
 Cheques from 000001 to 019839 dated between 03/01/2017 and 03/31/2017

CHEQUE REGISTER

Printed: 11:04:08AM 04/05/2017

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Number	Issued	Amount	SC	Status	Status Date
019651	03/01/2017 HERITAGE COURT HOLDINGS LIMITED RC000024658 GG-TOWNHALL-MARCH/17 LEASE	5,417.62 5,417.62	A/P	OUT-STD	03/01/2017
019663	03/02/2017 A"PLUS" AUTO GLASS & UPHOLSTERY 23682 PS-FIRE- MAKE UP 3 REAR COVER	296.70 296.70	A/P	OUT-STD	03/02/2017
019664	03/02/2017 ACCT #903240047015 FEBRUARY2017 VOL FIRE MEMBERSHIP DUES-FEBF	280.00 280.00	A/P	OUT-STD	03/02/2017
019665	03/02/2017 ACCT 8025-280 FEBRUARY2017 LOCAL 770 UNION DUES-FEBRUARY	1,239.68 1,239.68	A/P	OUT-STD	03/02/2017
019666	03/02/2017 ACKLANDS - GRAINGER INC. 9322336802 PS-FIRE-SHOP SUPPLIES, LABOUR	250.86 250.86	A/P	OUT-STD	03/02/2017
019667	03/02/2017 ATLANTIC TRACTORS & EQUIPMENT LTD. 9011395279 TS-#13-ADAPTERS 9011395494 TS-#13-SPRINGS 9030163755 TS-#13-ADAPTER	295.48 38.78 295.48 -38.78	A/P	OUT-STD	03/02/2017
019668	03/02/2017 BE READY HEALTHCARE INC. 126-01-17 GG-TOWN HALL- FIRST AID ALARME	425.50 425.50	A/P	OUT-STD	03/02/2017
019669	03/02/2017 BORDER INVESTIGATIONS & SECURITY INC. 14528 PS-BYLAW-FEB 17 - 24/17 FEE	1,288.00 1,288.00	A/P	OUT-STD	03/02/2017
019670	03/02/2017 BRUNNET 27349 GG-SERVER-QUARTERLY SERVER I	81.94 81.94	A/P	OUT-STD	03/02/2017
019671	03/02/2017 BRUNSWICK NEWS INC 1683860 GG-ADVERTISEMENT-CB OPERATIC	749.11 749.11	A/P	OUT-STD	03/02/2017
019672	03/02/2017 CANADIAN SPRINGS 9919022175 PS-FIRE-WATER 9920989737* PS-FIRE-INVOICE PRINT	9.16 3.39 5.77	A/P	OUT-STD	03/02/2017
019673	03/02/2017 CARGILL LIMITED 2903224155 TS-ST5-ROAD ICE	2,317.32 2,317.32	A/P	OUT-STD	03/02/2017
019674	03/02/2017 CARR'S TRANSMISSION 2000 LTD. 23148 TS-#1-TRANSMISSION PAN, PAN GA	157.84 157.84	A/P	OUT-STD	03/02/2017
019675	03/02/2017 CHARLOTTE COUNTY JANITORIAL 3559 PS-FIRE-JANITORIAL-JAN/17	161.00 161.00	A/P	OUT-STD	03/02/2017
019676	03/02/2017 CYCLE WORKS 945141 TS-#29- STARTER	246.81 246.81	A/P	OUT-STD	03/02/2017
019677	03/02/2017 DAVIS FUELS LTD. 157640 TS/PS-199 UNION STREET- HEATING 157729 TS/PS-199 UNION STREET- HEATING 157824 TS/PS-199 UNION STREET- HEATING 341774 TS-SHOP- TRANSTEC 5 80W-90	2,694.83 836.23 519.59 589.67 749.34	A/P	OUT-STD	03/02/2017
019678	03/02/2017 DEMPSEY'S PLUMBING & HEATING 1820 CC-BUILDING-REPAIR WATER TEMF	424.21 424.21	A/P	OUT-STD	03/02/2017
019679	03/02/2017 Derek O'Brien 827.72 CC-UPPERCANTREEN-LIQUOR SUPP FEBRUARY2017 GG-CAO-MONTHLY VEH ALLOW	1,177.72 827.72 350.00	A/P	OUT-STD	03/02/2017
019680	03/02/2017 DYNAMIC ONLINE MARKETING CORP. 118846 PS-CANADA DAY- SUNGLASSES	586.50 586.50	A/P	OUT-STD	03/02/2017
019681	03/02/2017 EAST COAST INTERNATIONAL TRUCKS 18236S TS-#5- MOTOR CONTRL 18275S TS-#7- RADIO AM/FM	177.85 51.30 126.55	A/P	OUT-STD	03/02/2017

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019682	03/02/2017 FUNDY BUILDING INSPECTION & DRAFTING SERVIC 17-015 PS-BUILDINSPECTOR-FEB 12-25/17	2,484.00 2,484.00	A/P	OUT-STD	03/02/2017
019683	03/02/2017 GULLISON'S COURIER SERVICE	278.50	A/P	OUT-STD	03/02/2017
	268502 TS-#16- TO TOWN FR/ MARITIME CA	28.75			
	268536 TS-#16- TO TOWN FR/ CASE EQUIPA	28.75			
	268555 TS#7- TO TOWN FR/ RICHWIL	28.75			
	268592* TS-#11- TO TOWN FR/ SAUNDERS E	60.00			
	268641 TS-#23,#12- TO TOWN FR/ MARITIME	40.25			
	268950 TS-SHOP- TO TOWN FR/RICHWIL	28.75			
	268981 TS-#16- TO TOWN FR/ CASE EQUIP	28.75			
	488062 TS-#7-TO TOWN FR/ RICHWIL	34.50			
019684	03/02/2017 KEM CANADA MFG	449.87	A/P	OUT-STD	03/02/2017
	111783 TS-SHOP-CHAIN & CABLE LUBE, HA	449.87			
019685	03/02/2017 MINISTER OF FINANCE	209.30	A/P	OUT-STD	03/02/2017
	WEEK092017 EMPLOYEE DEDUCTIONS-FEB 26-M	209.30			
019687	03/02/2017 N. B. ELECTRIC POWER	38,959.81	A/P	OUT-STD	03/02/2017
	10126106FEB17 TS-XINGLIGHTS-KING ST	25.90			
	17935200FEB17 TS-KING/UNIONST-TRAFFIC LIGHTS	50.81			
	18169205FEB17 RC-POOL-MILL LANE	576.97			
	18988703FEB17 TS/PS-199UNIONST-ELECTRICITY	1,654.52			
	19051703FEB17 TS-AIRPORT-ELECTRICITY	292.80			
	19051801FEB17 TS-AIRPORT-ELECTRICITY	64.98			
	19055406FEB17 RC-ARENA-ELECTRICITY	1,393.25			
	216000030308FEB17 TS-ST5-AREA LIGHTS	11,558.21			
	50660140FEB17 RC-PARKS-ROTARY CHANGING RO	25.90			
	54187672FEB17 TS-KING/QUEENST-TRAFFIC LIGHTS	53.79			
	54253127FEB17 CC-BUILDING-ELECTRICITY	20,317.10			
	54653258FEB17 TS-KING/SUPERSTORE-TRAFFIC LIC	70.79			
	55160607FEB17 RC-COTTONMILL-LIGHTS	87.50			
	5591747FEB17 TS-ST5-WATER FRONT LIGHTS	85.41			
	57955782FEB17 RC-BANDSTAND-CHOC PARK	26.94			
	57955808FEB17 GG-120MILLTOWNBLVD-ELECTRICI	142.83			
	71315207FEB17 PM-RCMP-ELECTRICITY	1,286.40			
	72924306FEB17 RC-PARKS-BANDSTAND	25.90			
	73006038FEB17 RC-LIBRARY-ELECTRICITY	1,001.41			
	82122207FEB17 RC-PARKS-BASKETBALL COURT	50.51			
	83278804FEB17 TS-ST5-PARKS SHED	126.73			
	84960501FEB17 RC-PARKS-RIVERSIDE DR LIGHTS	40.96			
019888	03/02/2017 O'CONNELL MIKE	200.00	A/P	OUT-STD	03/02/2017
	FEBRUARY2017 RC-RECDIRECTOR-MONTHLY VEH /	200.00			
019689	03/02/2017 PAYROLL TRANSFER	65,882.00	A/P	OUT-STD	03/02/2017
	WEEK092017 GG-TRANSFER-FEB 17-MAR 02/17	65,882.00			
019690	03/02/2017 RECEIVER GENERAL FOR CANADA	35,156.50	A/P	OUT-STD	03/02/2017
	WEEK092017 GG-REMITTANCE-FEB 17-MAR02/17	35,156.50			
019691	03/02/2017 ST. STEPHEN UTILITY DEPT.	40.00	A/P	OUT-STD	03/02/2017
	FEBRUARY2017 EMPLOYEE DEDUCTIONS-FEBRUAF	40.00			
019692	03/02/2017 MINISTER OF FINANCE	1,086.00	A/P	OUT-STD	03/02/2017
	FEBRUARY2017 EMPLOYEE DEDUCTIONS-FEBRUAF	1,086.00			
019693	03/03/2017 SHANNON MICHAEL	371.91	A/P	OUT-STD	03/03/2017

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	WEEK092017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
019694	03/09/2017 CIBC MELLON GLOBAL SECURITIES NBMF0216002 FEBRUARY/17 GG-MUNCIPALPLAN-FEBRUARY/17	25,268.10 25,268.10	A/P	OUT-STD	03/09/2017
019695	03/09/2017 CNH CAPITAL	5,307.24	A/P	OUT-STD	03/09/2017
	2016INT TS-ST5-2016 INTEREST	569.26			
	IN82967 TS-#16-HY-TRAN 5GA FLOOR	521.36			
	IN83433 TS-#13-HYDRAULIC C	3,077.57			
	IN83438 TS-#16-HYTRAN SSL	803.71			
	IN83650 TS-#11-VARIOUS FILTERS	304.20			
	IN83653 TS-#11-RELAY	31.14			
019696	03/09/2017 IRVING ENERGY DISTRIBUTION AND MARKETING 430422 TS-ST5-GAS	8,075.32 4,423.08	A/P	OUT-STD	03/09/2017
	436515 TS-ST5-DIESEL	2,529.59			
	724182 TS-ST5-DIESEL	1,000.26			
	DECEMBER2016 TS-ST5-DECEMBER/16 INT	122.39			
019697	03/09/2017 MECHMUFFLER & CUSTOM EXHAUST INC. 5162 TS-#3-CLAMPS, ALUMINUM TUBING	41.26 41.26	A/P	OUT-STD	03/09/2017
019698	03/09/2017 MEGA-LAB MANUFACTURING CO. LTD. 144254 TS-SHOP- MEGALUBE WP GREASE	220.80 220.80	A/P	OUT-STD	03/09/2017
019699	03/09/2017 MILLTOWN MACHINE & FABRICATION LTD. 19033 TS-SHOP- LABOUR TO PUNCH HOLE	44.85 44.85	A/P	OUT-STD	03/09/2017
019700	03/09/2017 MINISTER OF FINANCE 6309961 GG-HUMAN RESOURCE-TRAINING	310.50 310.50	A/P	OUT-STD	03/09/2017
019701	03/09/2017 MOFFITT DODGE CHRYSLER LTD. IM20792 TS-#1, #304- FLUID	144.79 144.79	A/P	OUT-STD	03/09/2017
019702	03/09/2017 N.B.A.O.F.P.O. 2017 PS-FIRE- 2017 DEPT MEMBERSHIP	50.00 50.00	A/P	OUT-STD	03/09/2017
019703	03/09/2017 NEW SYSTEM LAUNDRY & CLEANERS LTD. 376931 PM-RCMP- FLOOR MATS	46.74 46.74	A/P	OUT-STD	03/09/2017
019704	03/09/2017 OK TIRE & AUTO SERVICE IN039902 TS-#13- TIRE AND TUBE	1,013.15 984.40	A/P	OUT-STD	03/09/2017
	IN039931 TS-SHOP- TRACTOR VALVES	28.75			
019705	03/09/2017 ORR ELECTRIC & ALARM LTD. 2529 PS-FIRE- TRACE RECEPTACLE NOT	1,009.42 86.25	A/P	OUT-STD	03/09/2017
	2541 PS-FIRE- RAN NEW CABLES FROM F	923.17			
019706	03/09/2017 PARTS FOR TRUCKS INC. 34241657-00 TS-#7- SPINNER SHAFT ASS'Y, SPIN	1,383.86 1,383.86	A/P	OUT-STD	03/09/2017
019707	03/09/2017 PRINCESS AUTO 37-6-312352 TS-#5, #7- HOSE INSERTS, WIRE HY	330.67 330.67	A/P	OUT-STD	03/09/2017
019708	03/09/2017 RICHARDSON JEFF 92.25 PS-FIRE-FIRE CALL #29	92.25 92.25	A/P	OUT-STD	03/09/2017
019709	03/09/2017 RICHARD PIERCE LTD. JAN242017 PM-RCMP-BACKFLOW PREVENTOR	115.00 57.50	A/P	OUT-STD	03/09/2017
	JAN242017* PM-LIBRARY-BACKFLOW PREVENTI	57.50			
019710	03/09/2017 SAINT JOHN NISSAN 55045 TS-#3- PINS, DISCS, NUTS	142.51 142.51	A/P	OUT-STD	03/09/2017
019711	03/09/2017 SAKO INDUSTRIAL SUPPLY 15289 PS-FIRE- CITRA BLAST, SPRAYERS	299.00 299.00	A/P	OUT-STD	03/09/2017
019712	03/09/2017 SOURCE ATLANTIC	170.34	A/P	OUT-STD	03/09/2017

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	2511531	TS-SHOP- HEX NUTS, THREADED R	170.34			
019713	03/09/2017	SOUTHERN SANITATION LTD.	61,305.94	A/P	OUT-STD	03/09/2017
	154511	GG-TOWN-ZONE II & III GARBAGE C	8,559.26			
	155764	GG-TOWN-ZONE 1 GARBAGE COLLI	4,602.78			
	155765	GG-TOWN-ZONE 1 GARBAGE COLLI	4,602.78			
	155766	GG-TOWN-ZONE 1 GARBAGE COLLI	4,602.78			
	155767	GG-TOWN-ZONE 1 GARBAGE COLLI	4,602.78			
	155770	GG-TOWN-ZONE II & III GARBAGE C	8,559.26			
	155771	GG-TOWN-ZONE II & III GARBAGE C	8,559.26			
	155772	GG-TOWN-ZONE III GARBAGE COLL	4,005.74			
	155773	GG-TOWN-ZONE III GARBAGE COLL	4,005.74			
	156446	GG-TOWN-ZONE 1 GARBAGE COLLI	4,602.78			
	156447	GG-TOWN-ZONE 1 GARBAGE COLLI	4,602.78			
019714	03/09/2017	SOUTHWEST ELECTRIC & SECURITY INC.	232.71	A/P	OUT-STD	03/09/2017
	14307	PM-AIRPORT- RUNWAY LIGHT REPA	232.71			
019715	03/09/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIM	824.58	A/P	OUT-STD	03/09/2017
	25541	GG-CIVIC-WATERBILL LETTERS	408.25			
	25550	PS-FIRE- THANK YOU CARDS AND E	343.85			
	25560	GG-CIVIC- ST. STEPHEN STORYFES	72.48			
019716	03/09/2017	ST. STEPHEN AREA CHAMBER	225.00	A/P	OUT-STD	03/09/2017
	1792	GG-CIVIC- 2017 MEMBERSHIP	225.00			
019718	03/09/2017	STATIONERY PLUS	1,710.23	A/P	OUT-STD	03/09/2017
	10260	GG-TOWN HALL-BINDER	5.73			
	10366	GG-TOWN HALL- PAPER, FILE BOXE	171.04			
	10380	PS-FIRE-TAGS, BATTERIES, FILES	93.29			
	10479	GG-TOWNHALL-PAPER	8.03			
	10609	GG-TOWN HALL- WINDOW ENVELOI	24.95			
	10648	PS-FIRE- MARKERS, PENS, BATTER	67.33			
	7013	GG-TOWN HALL- LABELS	12.57			
	8151	PS-FIRE- DRUM UNIT	251.72			
	8322	GG-TOWN HALL-ANALYSIS PAD, BIN	11.28			
	8538	CC-ADMIN - DAILY PLANNER AND C	11.66			
	8588*	GG-TREASURY- GENERAL FUND CH	680.10			
	8707	PS-FIRE- BINDERS	84.46			
	8831	GG-TOWN HALL-PEN, HIGHLIGHTEF	12.34			
	8903	TS-SHOP-PENCILS, LEADS, PLANNE	38.94			
	9272	TS-SHOP-INKJET CARTRIDGES, NO	68.37			
	9451	GG-TOWN HALL-STICKY NOTES, ST	53.28			
	9536	GG-TOWN HALL-LASER TONER	113.84			
	9841	GG-TOWN HALL-PEN	1.32			
019719	03/09/2017	SYSCO HALIFAX	1,005.22	A/P	OUT-STD	03/09/2017
	6880635	CC-CANTEENS-FOOD AND SUPPLIE	1,005.22			
019720	03/09/2017	YELLOW PAGES GROUP	9.95	A/P	OUT-STD	03/09/2017
	17-3885300	GG-TOWN-911 LISTING- JAN 17	9.95			
019721	03/09/2017	STATIONERY PLUS	33.18	A/P	OUT-STD	03/09/2017
	9723	CC-ADMIN-TONER WASTE BOTTLE	33.18			
019722	03/09/2017	RICHWIL TRUCK CENTRE LTD.	1,310.65	A/P	OUT-STD	03/09/2017
	117355	TS-#7- WIPER ARMS	613.49			
	117497	TS-#6, #5- FILTERS, UNION NT, ELB	517.07			
	117512	TS-#7- RADIO	111.55			

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	117536 TS-#5- MOTOR CONT	68.54			
019723	03/09/2017 MINISTER OF FINANCE WEEK102017 EMPLOYEE DEDUCTIONS-MAR 05-1	209.30 209.30	A/P	OUT-STD	03/09/2017
019724	03/09/2017 SHANNON MICHAEL WEEK102017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	03/09/2017
019725	03/15/2017 ANN ROBINSON 2016-009 GG-LEGAL-NOTICE OF HEARING	402.50 402.50	A/P	OUT-STD	03/15/2017
019726	03/15/2017 BELL ALIANT 06336721FEB17 TS-AIRPORT-LANDLINE PHONES	157.25 157.25	A/P	OUT-STD	03/15/2017
019727	03/15/2017 BELL MOBILITY INC. 523889487FEB17 GG/PS/TS/PS-CELL PHONE CHARGE 523889487FEB17* CC-ADMIN-CELL PHONE CHARGES	845.99 695.27 150.72	A/P	OUT-STD	03/15/2017
019728	03/15/2017 CARGILL LIMITED 2903226478 TS-ST5-ROAD SALT 2903230360 TS-ST5- ROAD SALT 2903236512 TS-ST5-ROAD SALT	7,157.29 2,341.30 2,413.24 2,402.75	A/P	OUT-STD	03/15/2017
019729	03/15/2017 Derek O'Brien 618.19 CC-UPPERCANTEEN-SUPPLIES	618.19 618.19	A/P	OUT-STD	03/15/2017
019730	03/15/2017 DOW JENNIFER 48.30 RC-HORT-CLOTHING ALLOW	48.30 48.30	A/P	OUT-STD	03/15/2017
019731	03/15/2017 GREAT-WEST LIFE ASSURANCE COMPANY MAR132017UNI GG-LIFE,AD&D,LTD-MAR24-APR23/1	2,640.49 2,640.49	A/P	OUT-STD	03/15/2017
019732	03/15/2017 IRVING ENERGY DISTRIBUTION AND MARKETING 279266 CC-BUILDING-NATURAL GAS JAN 20	3,577.40 3,577.40	A/P	OUT-STD	03/15/2017
019733	03/15/2017 KONICA MINOLTA BUSINESS SOLUTIONS (CANADA) 244003847 CC-ADMIN-PHOTOCOPIER USAGE	150.95 150.95	A/P	OUT-STD	03/15/2017
019734	03/15/2017 KONICA MINOLTA 6262551* CC-ADMIN-PHOTOCOPIER LEASE-M	14.06 14.06	A/P	OUT-STD	03/15/2017
019735	03/15/2017 MEDAVIE BLUE CROSS 87190 GG-HEALTH&DENTAL-APR/17 UNIOI 87492 GG-HEALTH&DENTAL-APR/17 MANA	13,792.05 8,681.08 5,110.97	A/P	OUT-STD	03/15/2017
019736	03/15/2017 MINISTER OF FINANCE WEEK112017 EMPLOYEE DEDUCTIONS-MAR12-18	209.30 209.30	A/P	OUT-STD	03/15/2017
019737	03/15/2017 MINISTER OF FINANCE 11368891FEB17 GG-TOWNHALL-LANDLINE PHONES 11378668FEB17 PS/TS-199UNIONST-LANDLINE PHO 11395944FEB17 PS-FIRE-LANDLINE PHONES 15772965FEB17 RC-REC/POOL-LANDLINE PHONES 46435731 RC-PARKS-CHOCOLATE PARK CAM	3,083.41 1,469.64 352.57 928.28 232.93 99.99	A/P	OUT-STD	03/15/2017
019738	03/15/2017 N. B. ELECTRIC POWER 19051703MAR17 TS-AIRPORT-ELECTRICITY 19051801MAR17 TS-AIRPORT-ELECTRICITY 216000030308MAR17 TS-ST5-AREA LIGHTS	12,121.57 316.43 73.56 11,731.58	A/P	OUT-STD	03/15/2017
019739	03/15/2017 RECEIVER GENERAL FOR CANADA 20170008200 TS/PS-ST5/FIRE-PORTABLE RADIO I	2,179.00 2,179.00	A/P	OUT-STD	03/15/2017
019740	03/15/2017 SHANNON MICHAEL WEEK112017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	03/15/2017
019741	03/15/2017 SOUTHWEST NEW BRUNSWICK SERVICE COMMISSE 180938-181576 GG-TOWN-REGIONAL LANDFILL CO	10,118.97 10,118.97	A/P	OUT-STD	03/15/2017

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019742	03/15/2017 STACEY SUHAIANU SWEETHEART2017 CC-EVENTS-SWEETHEART DINNER	500.00 500.00	A/P	OUT-STD	03/15/2017
019743	03/15/2017 SUBWAY 1097 GG-CIVIC- DEVELOPMENT BOARD M	138.85 138.85	A/P	OUT-STD	03/15/2017
019744	03/15/2017 TOWN OF ST. STEPHEN 4372.34 GG-OPERATINGFUND-TRANSFER T	4,372.34 4,372.34	A/P	OUT-STD	03/15/2017
019745	03/15/2017 GREAT-WEST LIFE ASSURANCE COMPANY MAR132017MAN GG-LIFE,AD&D,LTD-MAR24-APR23/1	2,171.26 2,171.26	A/P	OUT-STD	03/15/2017
019746	03/20/2017 CPANB 249073 GG-TREASURER-YEARLY CPA MEM	1,012.00 1,012.00	A/P	OUT-STD	03/20/2017
019747	03/20/2017 SPACEAGE SYNTHETICS, LTD. 0012572 CC-RINK-ICE FLOOR COVER	215,751.50 215,751.50	A/P	OUT-STD	03/20/2017
019748	03/22/2017 BRUNNET IN27691 GG-TOWN HALL SERVER- VIRUS PF	1,549.63 1,549.63	A/P	OUT-STD	03/22/2017
019749	03/22/2017 CANADIAN TIRE JUMPSTART GRANT2017 GG-CIVIC-2017 GRANT	5,000.00 5,000.00	A/P	OUT-STD	03/22/2017
019750	03/22/2017 CANADA BREAD COMPANY LIMITED 104914901546 CC-CANTEENS-HOT DOG BUNS 105614900081 CC-CANTEEN-HOT DOG BUNS	51.12 25.56 25.56	A/P	OUT-STD	03/22/2017
019751	03/22/2017 CHARLOTTE COUNTY JANITORIAL 3553 PM-RCMP-JANITORIAL-JAN/17	1,143.08 1,143.08	A/P	OUT-STD	03/22/2017
019752	03/22/2017 COCA COLA REFRESHMENTS CANADA COMPANY 66803005 CC-CANTEENS-POP FOR UPPER AN 66803806 CC-CANTEENS-POP FOR UPPER AN	1,400.34 666.33 734.01	A/P	OUT-STD	03/22/2017
019753	03/22/2017 GARCELON CIVIC CENTER IWKFUNDRaiser GG-CIVIC-OFFSET FUNDRAISER RC	350.00 350.00	A/P	OUT-STD	03/22/2017
019754	03/22/2017 IRVING ENERGY DISTRIBUTION AND MARKETING 119161* TS-STs- DIESEL 245001* TS-STs- DIESEL 517499 TS-STs- DIESEL 843033* TS-STs- DIESEL 945286* TS-STs- DIESEL	11,418.07 5,486.19 710.11 138.43 4,504.31 579.03	A/P	OUT-STD	03/22/2017
019755	03/22/2017 JEREMY MCSHANE 262.00 CC-OPSMANAGER-POOL OPERATO	262.00 262.00	A/P	OUT-STD	03/22/2017
019756	03/22/2017 KONICA MINOLTA 6262760 GG-TOWN HALL- PHOTOCOPIER LE	179.00 179.00	A/P	OUT-STD	03/22/2017
019758	03/22/2017 N. B. ELECTRIC POWER 10126106MAR17 TS-XINGLIGHTS-KING STREET 17935200MAR17 TS-KING/UNIONST-TRAFFIC LIGHTS 18169205MAR17 RC-POOL-MILL LANE 18988703MAR17 PS/TS-199UNIONST-ELECTRICITY 19055406MAR17 RC-ARENA-ELECTRICITY 50660140MAR17 RC-PARKS-ROTARY CHANGING RO 54187672MAR17 TS-KING/QUEENST-TRAFFIC LIGHTS 54253127MAR17 CC-BUILDING-ELECTRICITY 54653258MAR17 TS-KING/SUPERSTORE-TRAFFIC LIK 55160607MAR17 RC-COTTONMILL-LIGHTS 55917471MAR17 TS-STs-WATERFRONT LIGHTS 57955782MAR17 RC-PARKS-BANDSTAND IN CHOCOL	28,568.11 25.90 49.46 591.88 1,629.39 1,397.91 25.90 52.60 19,765.82 74.97 82.13 80.34 27.09	A/P	OUT-STD	03/22/2017

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	57955808MAR17	GG-120MILLTOWNBLVD-ELECTRICI	140.90			
	71315207MAR17	PM-RCMP-ELECTRICITY	1,288.23			
	72924306MAR17	RC-PARKS-BANDSTAND	25.90			
	73006038mar17	RC-LIBRARY-ELECTRICITY	1,072.15			
	82122207MAR17	RC-PARKS-BASKETBALL COURT	51.55			
	83278804MAR17	TS-STP-PARKS SHED	100.28			
	84960501MAR17	RC-PARKS-RIVERSIDE DR LIGHTS	85.71			
019759	03/22/2017 O'CONNELL MIKE		1,187.31	A/P	OUT-STD	03/22/2017
	305.47	RC-RECREATION-FROST FEST	305.47			
	881.84	RC-RECDIRECTOR-ATLANTIC TURF	881.84			
019760	03/22/2017 PETTY CASH		59.50	A/P	OUT-STD	03/22/2017
	FEB1417*	GG-CIVICRELATIONS-WELL WISH G	25.00			
	FEB2017	PM-UNSIGHTLYPREMISES-APPEAL	11.50			
	FEBRUARY1417	GG-TOWNHALL-SURGE BARS	23.00			
019761	03/22/2017 SHANNON MICHAEL		371.91	A/P	OUT-STD	03/22/2017
	WEEK122017	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
019763	03/22/2017 MINISTER OF FINANCE		209.30	A/P	OUT-STD	03/22/2017
	WEEK122017	EMPLOYEE DEDUCTIONS-MAR 19-2	209.30			
019764	03/22/2017 PAYROLL TRANSFER		65,657.77	A/P	OUT-STD	03/22/2017
	WEEK112017	GG-TRANSFER-MAR 03-16/17	65,657.77			
019765	03/22/2017 RECEIVER GENERAL FOR CANADA		33,529.01	A/P	OUT-STD	03/22/2017
	WEEK112017	GG-REMITTANCE-MAR 03-16/17	33,529.01			
019766	03/25/2017 AIR LIQUIDE CANADA INC.		209.56	A/P	OUT-STD	03/25/2017
	66225648	TS-SHOP- ALMIN, 16, (2.82M3/99.59\$	137.54			
	66270399*	TS-SHOP-ARGON, CARBON DIOXIDE	72.02			
019767	03/25/2017 AJW MECHANICAL LTD.		382.95	A/P	OUT-STD	03/25/2017
	23858	CC-ARENA-LABOUR FOR SERVICE (382.95			
019768	03/25/2017 BELLBOY DRYCLEANERS		166.75	A/P	OUT-STD	03/25/2017
	29-446072	CC-EVENTS-LINENS FOR AGM - CH/	166.75			
019769	03/25/2017 BLAKNEY'S TRUCKING INC.		5,411.96	A/P	OUT-STD	03/25/2017
	203	TS-STP-ROAD SALT DELIVERY	2,693.30			
	213	TS-STP-ROAD SALT DELIVERY	2,718.66			
019770	03/25/2017 BRIGGS PLUMBING INC.		8.07	A/P	OUT-STD	03/25/2017
	112417	PS-FIRE- BEAM CLAMP	8.07			
019771	03/25/2017 BRUNSWICK NEWS INC		749.11	A/P	OUT-STD	03/25/2017
	1687611	CC-ADVERTISING-AD FOR AQUATIC	749.11			
019773	03/25/2017 CANADIAN TIRE		2,268.30	A/P	OUT-STD	03/25/2017
	N16076590	CC-ADMIN-GARBAGE BIN AND FLOC	40.23			
	N16076593	CC-ARENA-WORK GLOVES	48.23			
	N16076594	CC-ARENA-DRYWALL SAW AND BL/	15.62			
	N16076596	RC-PARKS- STAPLES, STAPLER	19.87			
	N16076597	RC-PARKS-STAPLES	3.09			
	N1608272	CC-ADMIN-STORAGE TOTES, BATTE	66.14			
	N16102217	TS-SHOP- GLOVES	97.66			
	N16102381	PS-FIRE-HOCKEY TAPE, WASH MITI	47.10			
	N16408218	CC-ARENA-BOOTS FOR MAINTENAN	119.44			
	N16408221	TS-SHOP- COLL BAG, SNOW SHOVE	67.82			
	N16408224	CC-BUILDING-CLEANING SUPPLIES	35.48			
	N16408245	CC-ARENA-ALTRA SHIELD X2	114.96			

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	N16408246	TS-#12- TIRES INSTALLED & BALAN	841.10			
	N16408257	TS-SHOP- PADLOCKS	42.54			
	N16408322	TS-SHOP-PAINT, BATTERY CHARGE	57.98			
	N16408338	PS-FIRE- CHAIN	20.11			
	N16408350	TS-SHOP- SMART STRAPS	88.98			
	N16410812	TS-SHOP- 10 PC PAINT BRUSH	45.79			
	N16410817	PM-AIRPORT- LIGHTS	33.32			
	N16410821	CC-ARENA-MOTOMASTER BATTERI	379.48			
	N16410985	TS-SHOP- BRUSH SET	22.94			
	N16410992	CC-ARENA-SCREWDRIVER MEASUF	80.40			
019774	03/25/2017	CANADIAN BEARINGS LTD	282.77	A/P	OUT-STD	03/25/2017
	61064196-00	TS-#29, #30- RIVETED CHAINS, CON	282.77			
019775	03/25/2017	CARGILL LIMITED	7,086.84	A/P	OUT-STD	03/25/2017
	2903266391	TS-ST5- ROAD SALT	4,687.09			
	2903277265	TS-ST5-ROAD SALT	2,399.75			
019776	03/25/2017	CARQUEST	141.23	A/P	OUT-STD	03/25/2017
	14838-51253	TS-#1- FRICTION RDY CALIPER	169.61			
	14838-52023	TS-#24-CTL 2012-38	-28.38			
019777	03/25/2017	CINTAS CANADA LIMITED	118.16	A/P	OUT-STD	03/25/2017
	5007180239	GG-TOWN HALL-FIRST AID SUPPLIE	118.16			
019778	03/25/2017	COX ELECTRONICS & COMMUNICATIONS	69.00	A/P	OUT-STD	03/25/2017
	1-002256	GG-CAO-INSTALL MS WORD	69.00			
019781	03/25/2017	CREIGHTON-CARTER LTD.	2,135.61	A/P	OUT-STD	03/25/2017
	961-406108**	TS-SHOP-LUCITE THINNER	85.66			
	961-408945**	RC-#306-BATTERY	57.11			
	961-419432	PS-#201- TOGGLE SWITCH	21.41			
	961-420358	TS-#22- DT34 78-850	211.54			
	961-420434	TS-SHOP-HELMET HEAD GEAR, BRU	52.95			
	961-420463	TS-#21-BRAID HYD HOSES, HYD FIT	39.20			
	961-420483	TS-SHOP-TERMINAL RELEASE TOO	75.89			
	961-420484	TS-SHOP-FLIP FRONT HELMET	33.24			
	961-420938	TS-#3-BALL JOINT, TIE ROD END	140.21			
	961-420947	TS-#6-WINTER BLADES	59.75			
	961-420952	TS-SHOP-MUFFLER CEMENT	5.28			
	961-420956	TS-SHOP-CLAMPS	3.48			
	961-420970	TS-#3-WINDSHIELD WASHER	22.99			
	961-420985	TS-#3-CONTROL ARM AND BALL	179.92			
	961-420993	TS-SHOP-SOCKET	78.19			
	961-421075	TS-#3-CAM BOLT, INNER TIE ROD EI	129.12			
	961-421105	TS-#1-WHEEL CYLINDER, BRAKE SH	140.50			
	961-421108	TS-#1,#304- NAPA PREMIUM 5W20	80.50			
	961-421167	TS-#1- CALIPERS W/ HARDWARE	351.83			
	961-421216	TS-#1-CORE DEPOSIT	-234.04			
	961-421243	TS-#12- U-JOINTS	55.13			
	961-421246	TS-SHOP- VALPLEX GREASE	21.24			
	961-421253	TS-#2- GAS CAP - PRE VENT	21.16			
	961-421286	TS-SHOP-UNIV BALL STUD	47.52			
	961-421287	TS-SHOP- BRAKE ADJUSTER TOOL	5.98			
	961-421381	TS-#1- SWAY BAR BUSHING	29.24			
	961-421446	TS-SHOP- POWER STEERING FLUID	11.43			

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	961-421502	TS-SHOP- FUEL FILTERS, ADAP PO:	10.79		
	961-421790	TS-SHOP- TIRE SKID	112.64		
	961-421895	TS-#30- AIR FILTERS	57.06		
	961-421918	TS-SHOP- BATTERY CABLE, COPPE	156.22		
	961-421991	TS-SHOP-ROUGH SERVICE BULBS	9.83		
	961-422009	TS-#3- UNDERCOAT BLACK	19.64		
	961-422084	TS-SHOP- QUALISORB OIL ABSORB.	33.79		
	961-422133	TS-SHOP- TIRE VALVES	9.11		
019782	03/25/2017 CUMING'S FIRE & SAFETY EQUIPMENT LTD. 87144	PS-FIRE-INNOTEX HOODS	503.93	A/P	OUT-STD 03/25/2017
019783	03/25/2017 CYCLE WORKS 344616	TS-#30- COIL	77.03	A/P	OUT-STD 03/25/2017
019784	03/25/2017 DAVIS FUELS LTD. 157920	TS/PS-199 UNION ST-HEATING FUEL	2,965.07	A/P	OUT-STD 03/25/2017
	158002	TS/PS- 199 UNION ST. HEATING FUE	921.10		
	158183	TS/PS-199 UNION ST-HEATING FUEL	861.75		
	341783	TS-#21,#22- FLUID H3 19L, FLUID H3	900.78		
019785	03/25/2017 EAST COAST INTERNATIONAL TRUCKS 18438S	TS-SHOP- RAGS	301.44	A/P	OUT-STD 03/25/2017
	18799S	TS-#6- DEF2.5 FLEETRIT, ROTT4TRII	195.12		
019786	03/25/2017 ENBRIDGE GAS NEW BRUNSWICK 2017022202008-1016227-0	CC-BUILDING-NATURAL GAS JAN 1E 00	1,536.23	A/P	OUT-STD 03/25/2017
019787	03/25/2017 FERRO WASTE & RECYCLING INC. 1268376	GG-TOWN- ZONE 2 GARBAGE COLL	3,833.78	A/P	OUT-STD 03/25/2017
019788	03/25/2017 FLEET READY LTD. 9546	PS-FIRE- HALOGEN BULBS	101.29	A/P	OUT-STD 03/25/2017
019789	03/25/2017 HOVEY'S HUSKY SALES & SERVICE 8392	TS-#29, #30- FILTERS, COILS	101.29	A/P	OUT-STD 03/25/2017
019790	03/25/2017 KEITH'S BUILDING SUPPLIES 161553	PS-FIRE- MARKING SPRAY WAND, Y	364.55	A/P	OUT-STD 03/25/2017
	161568	TS-SHOP- KEYS MADE	364.55		
019791	03/25/2017 KEM CANADA MFG 112127	CC-KITCHEN-CLEANING AGENTS FC	225.39	A/P	OUT-STD 03/25/2017
019792	03/25/2017 KENT BUILDING SUPPLIES 1158952	TS-SHOP-GARAGE DOOR EPOXY, P	203.40	A/P	OUT-STD 03/25/2017
	1159362	PS-FIRE-ALL THRD/ ZINC3/8-16X3FT	21.99		
	1164240	CC-UPPER CANTEEN-LOCKS FOR B	216.68		
	1164315	PS-FIRE-PAINT TAPE AND MASKING	364.25	A/P	OUT-STD 03/25/2017
	1164327	CC-UPPER CANTEEN-LOCKS FOR B	106.49		
	1164330	CC-UPPER CANTEEN-LOCK FOR FR	15.38		
	1164803	TS-SHOP- LEVER TANK ARM	70.64		
	1165973	CC-ARENA-GORILLA CONSTRUCTIC	72.47		
	1166916	RC-PARKS- KNIFE HAND SAVER, SC	20.49		
019793	03/25/2017 L.E.WHITTAKER CO., LTD. 37910	PS-FIRE- FIRE EXTINGUISHER TEST	5.13	A/P	OUT-STD 03/25/2017
019794	03/25/2017 LAROCHELLE EQUIPMENT INC. 0082336	TS-#6- HYDRAULIC PUMP	8.02	A/P	OUT-STD 03/25/2017
019795	03/25/2017 LSW WEAR PARTS LTD. 45431	TS-#21, #22-PLOW BLADES	27.78	A/P	OUT-STD 03/25/2017
			37.85		
			1,014.03		
			1,014.03		
			1,166.66		
			1,166.66		
			322.00		
			322.00		

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019796	03/25/2017 MILLTOWN MACHINE & FABRICATION LTD. 19055 TS-SHOP-SQ., TUBING	368.63 368.63	A/P	OUT-STD	03/25/2017
019797	03/25/2017 MJS HOLDINGS LTD. 91573 TS-SHOP-HOIST INSPECTION	80.50 80.50	A/P	OUT-STD	03/25/2017
019798	03/25/2017 NEW SYSTEM LAUNDRY & CLEANERS LTD. 378055 PM-RCMP= FLOOR MATS	46.74 46.74	A/P	OUT-STD	03/25/2017
019799	03/25/2017 OK TIRE & AUTO SERVICE IN039940 TS-#13- REAR TIRE	816.50 816.50	A/P	OUT-STD	03/25/2017
019800	03/25/2017 ORKIN CANADA CORPORATION IN-7506468 CC-BUILDING-PEST CONTROL FEB : IN-7506710 PS-FIRE- PEST CONTROL	200.68 65.55 135.13	A/P	OUT-STD	03/25/2017
019801	03/25/2017 ORR ELECTRIC & ALARM LTD. 2481 TS-ST5- CROSS WALK SIGN MAINTI 2531 TS-ST5-LIGHT REPAIR BEHIND ROY 2560 TS-ST5- CROSSWALK SIGN ON COF 2569 TS-SHOP- RAN LINES FOR EMERGE	3,460.56 916.09 462.25 640.09 1,442.13	A/P	OUT-STD	03/25/2017
019802	03/25/2017 PARTS FOR TRUCKS INC. 34245274-00 TS-SHOP-EZ-FLOW HYD FLUID	96.28 96.28	A/P	OUT-STD	03/25/2017
019803	03/25/2017 PRINCESS AUTO 37-6-324007 TS-SHOP- PUMP, PUMP CONVERSIC	194.19 194.19	A/P	OUT-STD	03/25/2017
019804	03/25/2017 RICHWIL TRUCK CENTRE LTD. 117862 TS-#5- SCREW MACH, GOVERNOR	56.87 56.87	A/P	OUT-STD	03/25/2017
019805	03/25/2017 SAUNDERS EQUIPMENT LTD. 35354 CC-ARENA-TRANSFORMER 24V WIT	161.58 161.58	A/P	OUT-STD	03/25/2017
019806	03/25/2017 SERVICE NEW BRUNSWICK 2328432017 GG-WORKSAFENB-YEARLY WAGES 2328432017CRE GG-ASSESSMENT-YEARLY WAGES,	50,730.81 55,187.18 -4,456.37	A/P	OUT-STD	03/25/2017
019807	03/25/2017 SOURCE ONE SUPPLIES 13505 CC-BUILDING-URINAL SCREEN, SQI 14111 PS-FIRE- DISH DETERGENT 14202 CC-POOL-CHEMICALS, TOILET PAPI 14210 CC-ARENA-HAND SOAP 14267 CC-ARENA-HAND TOWELS, GARBA	2,397.60 75.60 50.58 1,519.07 361.28 391.07	A/P	OUT-STD	03/25/2017
019808	03/25/2017 SOURCE ATLANTIC 2526510 TS-ST5- CLOTHING ALLOWANCE 2526524 TS-SHOP- DO NOT OPERATE TAGS 2526527 TS-SHOP- BALL FOR SEWER ROD 2526534 TS-ST5- CLOTHING ALLOWANCE 2536862 TS-SHOP-DRENCH SHOWER HEAD,	1,713.71 227.70 33.56 476.10 586.50 389.85	A/P	OUT-STD	03/25/2017
019809	03/25/2017 SOUTHERN SANITATION LTD. 156517 PM-AIRPORT- GARBAGE COLLECTIO 156568 GG-TOWN- ZONE 1 GARBAGE COLL 156570 GG-TOWN- ZONE 3 GARBAGE COLL 156576 RC-PARKS-GARBAGE COLLECTION	15,079.00 31.63 4,602.78 4,005.74 6,438.85	A/P	OUT-STD	03/25/2017
019810	03/25/2017 SOUTHWEST ELECTRIC & SECURITY INC. 14293 PM-RCMP-INSTALL ONE DEDICTED 14311 CC-ARENA-REPAIR BROKEN SWITC	872.85 764.75 108.10	A/P	OUT-STD	03/25/2017
019811	03/25/2017 ST. CROIX PRINTING & PUBLISHING COMPANY LIMI 136801 GG-CIVIC- ST. STEPHEN EXPERIEN	403.05 85.01	A/P	OUT-STD	03/25/2017

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	136802	GG-CIVIC- TOWN EVENTS	49.15		
	137551	GG-CIVIC- TOWN EVENTS	49.15		
	138062	GG-CIVIC- TOWN EVENTS	49.15		
	138063	GG-CIVIC- NOTICE OF HEARING	121.44		
	138529	GG-CIVIC-TOWN EVENTS	49.15		
019812	03/25/2017	ST. STEPHEN AREA CHAMBER	700.00	A/P	OUT-STD 03/25/2017
	1811	GG-CIVIC-2017 AGM GOLD SPONSO	500.00		
	1838	GG-CIVIC-2017 AGM REGISTRATION	200.00		
019813	03/25/2017	STATIONERY PLUS	506.20	A/P	OUT-STD 03/25/2017
	10978	GG-TOWN HALL- REINFORCEMENT:	426.40		
	11202	PS-FIRE- BINDER, REPORT COVER	79.80		
019814	03/25/2017	THYSSENKRUPP ELEVATOR (CANADA) LIMITED	1,137.12	A/P	OUT-STD 03/25/2017
	1171371	CC-BUILDING-ELEVATOR MAINTEN/	1,137.12		
019815	03/25/2017	UNIFIRST CANADA LTD.	260.20	A/P	OUT-STD 03/25/2017
	7100094846	CC-FRONT LOBBY-MATS	60.82		
	7100095391	CC-FRONT LOBBY-MATS	60.82		
	7100095949	CC-FRONT LOBBY-MATS	67.05		
	7100096496	CC-FRONT LOBBY-MATS	71.51		
019816	03/25/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIMI	170.94	A/P	OUT-STD 03/25/2017
	25555	PS-FIRE- AWARD CERTIFICATES	170.94		
019817	03/25/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIMI	40.86	A/P	OUT-STD 03/25/2017
	25594	GG-CIVIC-ST. STEPHEN STORYFES'	40.86		
019818	03/25/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIMI	94.30	A/P	OUT-STD 03/25/2017
	25648	GG-GCC- BUSINESS CARDS	94.30		
019819	03/25/2017	LOCKHART SAW LIMITED	425.50	A/P	OUT-STD 03/25/2017
	85258	CC-ARENA-ZAMBONI SCRAPER BLA	425.50		
019820	03/25/2017	MSC INDUSTRIAL SUPPLY ULC	310.75	A/P	OUT-STD 03/25/2017
	9081185001	TS-SHOP- ELEC TERMINAL WEATHE	310.75		
019821	03/29/2017	BORDER INVESTIGATIONS & SECURITY INC.	2,576.00	A/P	OUT-STD 03/29/2017
	14535	PS-BYLAWS-MARCH/17 FEE	2,576.00		
019822	03/29/2017	CHRISTINA TAPLEY	31.91	A/P	OUT-STD 03/29/2017
	31.91	CC-POOL-SWIMMING LESSONS TRE	31.91		
019823	03/29/2017	CHRISTIAN ANDERSEN	2,345.66	A/P	OUT-STD 03/29/2017
	1	CC-CANTEEN-LOWER CANTEEN SE	260.93		
	2	CC-CANTEEN-LOWER CANTEEN SE	977.13		
	3	CC-CANTEEN-LOWER CANTEEN SE	897.26		
	4	CC-CANTEEN-LOWER CANTEEN SE	210.34		
019824	03/29/2017	CNH CAPITAL	1,618.97	A/P	OUT-STD 03/29/2017
	IN83733	TS#16-10' MOLD BOARD	1,618.97		
019825	03/29/2017	DYNAMIC ONLINE MARKETING CORP.	471.50	A/P	OUT-STD 03/29/2017
	119079	PS-FIRE- PERSONAL PROTECTIVE E	471.50		
019826	03/29/2017	FRANK G GODSOE CHARTERED ACCOUNTANT	6,357.89	A/P	OUT-STD 03/29/2017
	1060	GG-RECEPTION-SUPPORT	408.25		
	1078	GG-TREASURY-SUPPORT	3,979.00		
	1079	GG-TREASURY-SUPPORT	669.76		
	1080	GG-TREASURY-SUPPORT	367.08		
	1081	GG-TREASURY-SUPPORT	875.84		
	1082	GG-TREASURY-SUPPORT	57.96		
019827	03/29/2017	FUNDY BUILDING INSPECTION & DRAFTING SERVIC	2,602.25	A/P	OUT-STD 03/29/2017

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	17-017	PS-BUILDINSPECTOR-FEB 26-MAR1	2,602.25			
019828	03/29/2017	IRVING ENERGY DISTRIBUTION AND MARKETING	895.77	A/P	OUT-STD	03/29/2017
	241692	TS-ST5-DIESEL	714.91			
	643430	TS-ST5-DIESEL	180.86			
019829	03/29/2017	JODI ST PETER	675.00	A/P	OUT-STD	03/29/2017
	NBAOFFPO2017	PS-FIRE-NB ASSOC OF FIRE PREVE	675.00			
019830	03/29/2017	MARK DOWNEY	250.00	A/P	OUT-STD	03/29/2017
	030250	CC-EVENTS-LIGHT/MUSIC SHOW FC	250.00			
019831	03/29/2017	MINISTER OF FINANCE	209.30	A/P	OUT-STD	03/29/2017
	WEEK132017	EMPLOYEE DEDUCTIONS-MAR 26-A	209.30			
019832	03/29/2017	PITNEY BOWES	123.77	A/P	OUT-STD	03/29/2017
	1003216965**	GG-POSTAGE METER-RATE UPDAT	123.77			
019835	03/29/2017	SERVICE NEW BRUNSWICK (Vehicle Registrations)	646.00	A/P	OUT-STD	03/29/2017
	AA49682017	PS-FIRE-1943 FORD FIRE (4 DOOR	19.00			
	CGL0722017	RC-PARKS-1997 DODGE DAKOTA	19.00			
	CGN1762017	TS-ST5-1996 FORD F250 PICK UP	19.00			
	CKN6352017	TS-ST5-2004 DODGE DAKOTA	19.00			
	CND7802017	PS-FIRE-2008 FORD F150 (PICK UP/	19.00			
	CND7862017	RC-PARKS-2000 GMC SIERRA	19.00			
	CND8232017	RC-PARKS-2003 GMC SONOMA PICI	19.00			
	CPD7832017	TS-ST5-2008 DODGE DAKOTA	19.00			
	CPE9732017	RC-PARKS-2011 FORD F150	19.00			
	CRH7702017	TS-ST5-2008 DODGE DAKOTA	19.00			
	CRW6372017	TS-ST5-2014 FORD F250	19.00			
	CRW6382017	TS-ST5-2014 FORD F250	19.00			
	CTH7182017	TS-ST5-2010 CHEV SILERADO	19.00			
	GYV8332017	RC-PARKS-2007 FORE ESCAPE	19.00			
	LAB1392017	TS-ST5-1984 INTERNATIONAL DUMF	19.00			
	LAK8262017	TS-ST5-2000 INTERNATIONALF F-26	19.00			
	LAZ8762017	PS-FIRE-2005 GMC C7C042 (FIXED M	19.00			
	LAZ8772017	PS-FIRE-1987 WHITE VOLVO WX	19.00			
	LAZ8782017	PS-FIRE-2007 FREIGHTLINER M2 10	19.00			
	LAZ8792017	PS-FIRE-2000 FREIGHTLINE FL80	19.00			
	LAZ8842017	TS-ST5-2012 FREIGHTLINER	19.00			
	LAZ9452017	TS-ST5-2008 INTERNATIONAL 7500	19.00			
	M332422017	TS-ST5-1987 SNOWBLOWER	19.00			
	M416642017	TS-ST5-2001 BOMAG ROLLER	19.00			
	M420882017	TS-ST5-2002 TRACKLESS MT	19.00			
	M433632017	TS-ST5-2004 CASE LOADER	19.00			
	M447732017	TS-ST5-2005 CATERPILLAR 420D	19.00			
	T112432017	RC-PARKS-2004 KUBOTA L3130D	19.00			
	T267672017	TS-ST5-2015 CASE 580SN	19.00			
	TEK8232017	TS-ST5-1997 HOMEMADE UTILITY TR	19.00			
	TFI2672017	PS-FIRE-1998 EZ LOADER BOAT TR	19.00			
	TLA2262017	TS-ST5-2007 DURA UTILITY TRAILOI	19.00			
	TNM3632017	PS-FIRE-2012 HURRAI CARGO	19.00			
	TOI1492017	RC-PARKS-2014 UTILITY TRAILOR	19.00			
019836	03/29/2017	SHANNON MICHAEL	371.91	A/P	OUT-STD	03/29/2017
	WEEK132017	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
019838	03/29/2017	FRANK G GODSOE CHARTERED ACCOUNTANT	3,538.09	A/P	OUT-STD	03/29/2017

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Town of St. Stephen
BNK1 - General Bank Account
Cheques from 000001 to 019839 dated between 03/01/2017 and 03/31/2017

CHEQUE REGISTER

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Number	Issued		Amount	SC	Status	Status Date
	1067	CC-TREASURY-ACCOUNTING SUPP	2,047.92			
	1072	CC-TREASURY-ACCOUNTING SUPP	1,490.17			
		Cheque Totals Issued:	840,046.68			
		Void:	0.00			
		Total Cheques Generated:	840,046.68			
		Total # of Cheques Listed:	167			

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 006416 dated between 03/01/2017 and 03/31/2017

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
006361	03/02/2017 ATLANTIC PURIFICATION SYSTEMS LTD. 160609 SCD-DISPOSAL-POCKET CLMTR	696.90 696.90	A/P	OUT-STD	03/02/2017
006362	03/02/2017 BRUNET 27349* WS/SCD-SERVER-QUARTERLY SER	81.94 81.94	A/P	OUT-STD	03/02/2017
006363	03/02/2017 COLE-PARMER CANADA COMPANY 00565444 WS-SOURCE- CHLOROSENSE CHLC 00565844 WS-SOURCE- CHLOROSENSE SENS	3,439.25 1,718.61 1,720.64	A/P	OUT-STD	03/02/2017
006364	03/02/2017 DILLON CONSULTING LIMITED 158462 WS-SOURCE-SOIL ANALYSIS	3,179.89 3,179.89	A/P	OUT-STD	03/02/2017
006365	03/02/2017 EAST COAST INTERNATIONAL TRUCKS 18130S WS-#8- CAMSHAFT BRAKE, CAMSH/	311.57 311.57	A/P	OUT-STD	03/02/2017
006366	03/02/2017 ENTRETIEN CHLORATECH INC. 102413 WS-SOURCE-CALIBRATION KIT TUR	391.00 391.00	A/P	OUT-STD	03/02/2017
006367	03/02/2017 GULLISON'S COURIER SERVICE 268539 WS-SOURCE-TO RPC FR/TOWN 268561 WS-SOURCE- TO RPC FR/TOWN 268594 WS-SOURCE- TO TOWN FR/ RPC 268972 WS-SOURCE- TO RPC FR/TOWN 488054 SCD-DISPOSAL- TO RPC FR/ TOWN	172.50 34.50 34.50 28.75 34.50 40.25	A/P	OUT-STD	03/02/2017
006369	03/02/2017 N. B. ELECTRIC POWER 36869807FEB17 WS-3119MAXWELLXING-ELECTRICT 50228902FEB17 WS-MAXWELLXING-PUMPS 52557428FEB17 SCD-218OLDBAYRD-WWTP 53123617FEB17 SCD-ST5-DECHLORINATION CHAME 53158875FEB17 SCD-ST5-BUDD AVE LIFT STATION 53473043FEB17 WS-SOURCE-CHLORINE RESIDUAL 54807440FEB17 WS-ST5-158A MILLTOWN BLVD LIFT 56358048FEB17 SCD-ST5-18 RIVERSIDE DR LIFT ST. 61204006FEB17 SCD-DISPOSAL-2-216 KING ST LIFT 61224002FEB17 SCD-ST5-358A MILLTOWN BLVD LIF 61230004FEB17 WS-MAXWELLXING-PUMPS 61236008FEB17 WS-ST5-BUDD AVE LIFT STATION 76139807FEB17 SCD-ST5-54 RIVERSIDE DR LIFT ST. 82291006FEB17 WS-SOURCE-RESERVOIR 84934906FEB17 SCD-ST5-6-58A RIVERSIDE DR LIFT 84943406FEB17 WS-ST5-TODD HILL RESERVOIR	16,442.63 792.98 563.67 5,004.57 150.89 3,497.23 86.61 33.36 34.85 169.28 1,305.40 2,616.68 1,574.22 93.02 267.23 106.44 146.20	A/P	OUT-STD	03/02/2017
006370	03/09/2017 CHAR CO CHEVROLET PONTIAC BUICK GMC LTD. RG12806 WS-#102-MOUNT AND BALANCE TIR	1,271.44 1,271.44	A/P	OUT-STD	03/09/2017
006371	03/09/2017 MARK'S COMMERCIAL 8204936 WS-TRANS&DIST- CLOTHING ALLOW	336.68 336.68	A/P	OUT-STD	03/09/2017
006372	03/09/2017 MIDLAND COURIER 09628278 WS-TRANS&DIST- TO SOURCE ATLA	46.59 46.59	A/P	OUT-STD	03/09/2017
006373	03/09/2017 NULANTIC WATER INC. NU100182 WS-SOURCE-ANNUAL MAINTENANC	1,565.07 1,565.07	A/P	OUT-STD	03/09/2017
006374	03/09/2017 OK TIRE & AUTO SERVICE IN039921 WS-#103- TIRES	167.90 167.90	A/P	OUT-STD	03/09/2017
006375	03/09/2017 PUROLATOR COURIER LTD. 433651626 SCD-DISPOSAL- TO NULANTIC WAT	366.58 366.58	A/P	OUT-STD	03/09/2017

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Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 006416 dated between 03/01/2017 and 03/31/2017

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Number	Issued	Amount	SC	Status	Status Date
006376	03/09/2017 RESEARCH & PRODUCTIVITY COUNCIL	1,510.13	A/P	OUT-STD	03/09/2017
	196969* SCD-DISPOSAAL- RAINBOW TROUT	408.25			
	196987 WS-SOURCE-WATER ANALYSIS	275.47			
	196989 WS-SOURCE-WATER ANALYSIS	275.47			
	196990 WS-SOURCE-WATER ANALYSIS	130.73			
	196991 WS-SOURCE-MICRO EXAM OF WATI	72.37			
	197164 WS-SOURCE- MICRO EXAM OF WAT	72.37			
	197166 WS-SOURCE-WATER ANALYSIS	275.47			
006377	03/09/2017 RICHWIL TRUCK CENTRE LTD.	1,514.28	A/P	OUT-STD	03/09/2017
	117549 WS-#20- COMPRESSR, SEAL AIR, UI	1,502.83			
	117558 WS-#20- GASKET	11.45			
006378	03/09/2017 STATIONERY PLUS	359.33	A/P	OUT-STD	03/09/2017
	10147 WS-SOURCE-PENCILS, MARKERS, E	96.65			
	10260* WS/SCD-TOWN HALL-BINDER	5.76			
	10386* WS/SCD-TOWN HALL- PAPER, FILE I	171.02			
	10479* WS/SCD-TOWNHALL-PAPER	8.05			
	10518 WS/SCD-TOWN UTILITY ENVELOPE:	52.88			
	10609* WS/SCD-TOWN HALL- WINDOW ENV	24.96			
006379	03/15/2017 BELL MOBILITY INC.	619.66	A/P	OUT-STD	03/15/2017
	523889487FEB17** WS/SCD-CELL PHONE CHARGES	638.06			
	523889487FEB17*** WS-SCADA-TURBO HUB FLEX	-18.40			
006380	03/15/2017 MINISTER OF FINANCE <i>(Landline Phones)</i>	305.44	A/P	OUT-STD	03/15/2017
	11366812FEB17 WS-SOURCE-PUMP STATION	136.39			
	19002807FEB17 SCD-DISPOSAL-OLD BAY WWTP	169.05			
006381	03/15/2017 N. B. ELECTRIC POWER	10,189.19	A/P	OUT-STD	03/15/2017
	36869807MAR17 WS-3-119MAXWELLXING-BUILDING	1,014.28			
	50228902MAR17 WS-MAXWELLXING-PUMPS	674.26			
	52557428MAR17 SCD-218OLDBAYRD-WWTP	4,927.90			
	53473043MAR17 WS-SOURCE-CHLORINE RESIDUAL	98.65			
	61230004MAR17 WS-MAXWELLXING-PUMPS	3,151.70			
	82291006MAR17 WS-SOURCE-RESERVOIR	322.40			
006382	03/15/2017 SAINT JOHN LABORATORY SERVICES LTD.	1,051.73	A/P	OUT-STD	03/15/2017
	307-17 SCD-DISPOSAL- TREAT PLANT WAT	1,051.73			
006383	03/15/2017 SERVICE NEW BRUNSWICK	300.40	A/P	OUT-STD	03/15/2017
	961072 WS-UTILITY-PAYMENT ACCEPTANC	300.40			
006384	03/15/2017 THE PANEL SHOP	3,973.00	A/P	OUT-STD	03/15/2017
	ITPS002015 WS-SOURCE-VTSCADA SOFTWARE	2,891.10			
	ITPS002052 SCD-DISPOSAL- PUMP CHANGEOU	1,081.90			
006385	03/22/2017 N. B. ELECTRIC POWER	6,534.95	A/P	OUT-STD	03/22/2017
	53123617MAR17 SCD-ST5-DECHLORINATION CHAME	152.09			
	53158875mar17 SCD-ST5-BUDD AVE LIFT STATION	3,012.86			
	54807440MAR17 WS-ST5-158A MILLTOWN BLVD LIFT	33.36			
	56356048MAR17 SCD-ST5-18 RIVERSIDE DR LIFT S	37.84			
	61204006MAR17 SCD-ST5-2216 KING ST LIFT STAT	132.55			
	61224002mar17 SCD-ST5-358A MILLTOWN BLVD LIF	1,190.56			
	61236008MAR17 WS-ST5-BUDD AVE LIFT STATION	1,659.73			
	76139807MAR17 SCD-ST5-54 RIVERSIDE DR LIFT S	73.62			
	84934906MAR17 SCD-ST5-658A RIVERSIDE DR LIFT	96.00			
	84943406MAR17 WS-ST5-TODD HILL RESERVOIR	146.34			

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Town of St. Stephen
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 Cheques from 000001 to 006416 dated between 03/01/2017 and 03/31/2017

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Number	Issued	Amount	SC	Status	Status Date
006386	03/22/2017 RESEARCH & PRODUCTIVITY COUNCIL	943.13	A/P	OUT-STD	03/22/2017
	197581 WS-SOURCE- WATER ANALYSIS	261.46			
	197629 WS-SOURCE-MICRO EXAM OF WAT	72.37			
	197676 WS-SOURCE- MICRO EXAM OF WAT	72.37			
	198232 WS-SOURCE- WATER ANALYSIS	261.46			
	198236 WS-SOURCE- WATER ANALYSIS	275.47			
006387	03/22/2017 XPLORNET	91.19	A/P	OUT-STD	03/22/2017
	INV16713160* WS-MAXWELLXING-SATELLITE SER	91.19			
006388	03/25/2017 A"PLUS" AUTO GLASS & UPHOLSTERY	2,323.00	A/P	OUT-STD	03/25/2017
	23771 WS-#102- SUPPLY & INSTALL BED S	2,323.00			
006389	03/25/2017 AIR LIQUIDE CANADA INC.	21.39	A/P	OUT-STD	03/25/2017
	66270400 WS-TRANS&DIST- CARBON DIOXIDE	21.39			
006390	03/25/2017 BAYVIEW TRUCKS AND EQUIPMENT LTD.	486.65	A/P	OUT-STD	03/25/2017
	02P24767 WS-#8- COOLANT, 15W40-5L ROTEL	486.65			
006391	03/25/2017 BRENNTAG CANADA INC.	3,096.15	A/P	OUT-STD	03/25/2017
	40664489 WS-SOURCE-EMPTY CYLINDER RE	-3,680.00			
	40671332 WS-SOURCE-EMPTY CYLINDER RE	-3,680.00			
	40688697 SCD-DISPOSAL-EMPTY CYLINDER F	-2,760.00			
	40693859 WS-SOURCE-CHLORINE	6,133.13			
	40694970 WS-SOURCE-EMPTY CYLINDER RE	-3,680.00			
	40701557 WS-SOURCE-CHLORINE	6,134.89			
	40713163 SCD-DISPOSAL-CHLORINE	4,628.13			
006392	03/25/2017 BRIGGS PLUMBING INC.	2,949.99	A/P	OUT-STD	03/25/2017
	112366 WS-SOURCE- BROKEN PIPE	869.28			
	112416 WS-TRANS&DIST-TOWN GARAGE PI	790.62			
	112419 WS-TRANS&DIST- BUSHING, BOILE	174.65			
	112420 WS-TRANS&DIST- WATERLINES FO	474.71			
	112436 WS-TOWN HALL- FLOOR DRAIN SN/	224.25			
	112500 WS-TRANS&DIST-WASHING MACHII	416.48			
006394	03/25/2017 CANADIAN TIRE	1,084.03	A/P	OUT-STD	03/25/2017
	N16076582 SCD-DISPOSAL- NUTDRIVER, WASH	51.08			
	N16076586 WS-SOURCE- BUCKETS & LIDS, TIRI	60.79			
	N16076595 WS-SOURCE- PAINT, WIND SHIELD	133.52			
	N16076598 WS-SOURCE-STRPNG ADAPTER, TE	14.57			
	N16102241 WS-SOURCE- RESIN RACK	154.51			
	N16102372 WS-TRANS&DIST- CARPET CLEANE	33.33			
	N16102396 WS-SOURCE- SPOONS, FORKS, PAI	63.20			
	N1610936 WS-TRANS&DIST- SAWHORSE	80.40			
	N16408251 WS-SOURCE-SUPPLIES	108.05			
	N16408255 WS-SOURCE- PAINT BRUSH	51.66			
	N16408271 WS-SOURCE-KEYS	66.61			
	N16408317 WS-TRANS&DIST- DAWN, FEBREEZ	18.25			
	N16408347 WS- SOURCE- TIRE INFLATION GUN	40.20			
	N16410823 WS-SOURCE- BATTERIES, LIGHT BL	83.13			
	N16410927 WS-SOURCE- SUPPLIES	32.84			
	N16410984 WS-#102- MOTOR OIL	91.89			
006395	03/25/2017 CARQUEST	217.76	A/P	OUT-STD	03/25/2017
	14838-51989 WS-#102, #8- ROTT4TRIPROT15W40	217.76			
006396	03/25/2017 COLE-PARMER CANADA COMPANY	420.46	A/P	OUT-STD	03/25/2017
	00569944 WS-SOURCE-FILTER HOUSING, SEC	420.46			

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Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 006416 dated between 03/01/2017 and 03/31/2017

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Number	Issued	Amount	SC	Status	Status Date
006397	03/25/2017 COX ELECTRONICS & COMMUNICATIONS	531.03	A/P	OUT-STD	03/25/2017
	1-002941 WS-TRANS&DIST- INSTALL LAPTOP	499.99			
	1-002942 WS-TRANS&DIST- TRAVEL MOUSE	31.04			
006398	03/25/2017 CREIGHTON-CARTER LTD.	323.93	A/P	OUT-STD	03/25/2017
	961-421098 WS-#305 & #1- OIL FILTERS, AIR FIL	90.62			
	961-421166 WS-#305- DT720U	188.23			
	961-422140 WS-#305- SPARK PLUG	45.08			
006399	03/25/2017 DOWNEY FORD SALES LTD.	31.05	A/P	OUT-STD	03/25/2017
	27225 WS-#102- FILTER ASY-OIL	31.05			
006400	03/25/2017 EAST COAST INTERNATIONAL TRUCKS	707.71	A/P	OUT-STD	03/25/2017
	18182S WS-#8- SEALS, BREATHER TRANS	707.71			
006401	03/25/2017 EMCO CORPORATION	3,753.22	A/P	OUT-STD	03/25/2017
	12503070-00* WS-TRANS&DIST- SS SERV BOX RC	632.04			
	12503661-00 WS-TRANS&DIST- FLG C/L BEND, 1/	374.64			
	12503662-00 WS-TRANS&DIST- ADPT FLG W/GSK	217.07			
	12503668-00 WS-TRANS&DIST- CRNR SETTS	747.22			
	12503669-00 WS-TRANS&DIST- WTR TUBING	143.73			
	12503670-00 WS-TRANS&DIST- CLAMPS	411.52			
	12503671-00 WS-TRANS&DIST- 200MM BIONAX C	344.75			
	12503692-00 WS-TRANS&DIST- GATE VLV OL W/V	882.25			
006402	03/25/2017 HETEK SOLUTIONS INC.	3,615.25	A/P	OUT-STD	03/25/2017
	INV0022699 WS-TRANS&DIST-VM 810 LOCATOR	3,615.25			
006404	03/25/2017 KEITH'S BUILDING SUPPLIES	2,764.71	A/P	OUT-STD	03/25/2017
	161113 WS-SOURCE-STEEL DOOR	315.10			
	161126 SCD-DISPOSAL-SCREW CONNECT	137.64			
	161173 WS-TRANS&DIST-LUMBER, REBAR	403.98			
	161174 WS-TRANS&DIST- INSULATION, SO	526.41			
	161175 WS-TRANS&DIST-CROSS TEE 4FT, I	180.23			
	161176 WS-TRANS&DIST-SONAFLEX TILES,	471.44			
	161177 WS-TRANS&DIST-INSULATION, SON	-526.41			
	161274 WS-SOURCE-LUMBER, WAFER #1, P	367.80			
	161275 WS-SOURCE-TAPE RULE	40.24			
	161283 WS-TRANS&DIST- TAPPER, BIT DRIL	10.10			
	161310 WS-TRANS&DIST- NAILS	4.30			
	161487 WS-TRANS&DIST- LUMBER, WAFER	412.42			
	161496 WS-SOURCE- LUMBER, NAILS	163.33			
	161519 WS-TRANS&DIST- WAFER	126.20			
	161520 WS-SOURCE- BIFOLD DOORS	131.93			
006405	03/25/2017 KENT BUILDING SUPPLIES	1,541.93	A/P	OUT-STD	03/25/2017
	1162027 WS-TRANS&DIST- PLY BEAD, BARR	498.61			
	1163883 WS-SOURCE-32PLYBEAD, COVE/PII	573.78			
	1163884 WS-SOURCE-DELIVERY CHARGE	17.25			
	1165874 WS-SOURCE- NAILS, BARRIER, BUR	372.65			
	1168729 WS-SOURCE-MOULDING, HINGE, DC	79.64			
006406	03/25/2017 MARK'S COMMERCIAL	675.76	A/P	OUT-STD	03/25/2017
	267089 WS-TRANS&DIST-CLOTHING ALLOW	675.76			
006407	03/25/2017 MINISTER OF FINANCE (Yearly Occupation Fee)	75.00	A/P	OUT-STD	03/25/2017
	HUP 15639-2017* WS-ROUTE 170 VALLEY ROAD- TUR	75.00			
006408	03/25/2017 NORQUIP SUPPLY LTD.	172.76	A/P	OUT-STD	03/25/2017

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Town of St. Stephen
BNK2 - Utility Bank Account
 Cheques from 000001 to 006416 dated between 03/01/2017 and 03/31/2017

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
	9354 SCD-DISPOSAL- TAPERED RETURN	172.76			
006409	03/25/2017 SCOTIA TECH	5,106.00	A/P	OUT-STD	03/25/2017
	13805 WS-TRANS&DIST- IPERL METERS	5,106.00			
006410	03/25/2017 SOURCE ONE SUPPLIES	165.40	A/P	OUT-STD	03/25/2017
	14255 WS-SOURCE-MAGNETIC BROOMS,	165.40			
006411	03/25/2017 STATIONERY PLUS	31.40	A/P	OUT-STD	03/25/2017
	10978* GG-REINFORCEMENTS, LASER TON	31.40			
006412	03/25/2017 THE PANEL SHOP	3,407.16	A/P	OUT-STD	03/25/2017
	ITPS002058 WS-MAXWELL CROSSING- REPLACI	3,407.16			
006413	03/25/2017 TOWN OF ST. STEPHEN	97,463.85	A/P	OUT-STD	03/25/2017
	97463.85 WS-UTILITY-FUND TRANSFER TO G	97,463.85			
006414	03/29/2017 PITNEY BOWES	123.77	A/P	OUT-STD	03/29/2017
	1003216965*** WS/SCD-POSTAGE METER-RATE UF	123.77			
006415	03/29/2017 SERVICE NEW BRUNSWICK	209.00	A/P	OUT-STD	03/29/2017
	CJA1812017 SCD-ST5-2002 MISSAN FRONTIER	19.00			
	CKN9922017 WS-ST5-2006 CHEV SILERADO	19.00			
	CLL4582017 WS-ST5-2007 FORD RANGER	19.00			
	CSA0612017 WS-ST5-2014 TOYOTA TACOMA	19.00			
	L821682017 SCD-ST5-1987 INTERNATIONAL 195	19.00			
	L899922017 WS-ST5-1998 CHEV K2500	19.00			
	LBS2672017 WS-ST5-1987 INTERNATIONAL TANI	19.00			
	T191902017 WS-ST5-1988 CASE BACKHOE	19.00			
	TBO8862017 WS-ST5-1992 AQUATE SEPTIC	19.00			
	TEL1402017 WS-ST5-1986 GARDNER UTILITY TR	19.00			
	THM8992017 WS-ST5-2004 ROADMASTR UTILITY	19.00			
Cheque Totals Issued:		187,160.73			
Void:		0.00			
Total Cheques Generated:		187,160.73			
Total # of Cheques Listed:		52			

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RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

COMMITTEES MEETING

THAT the Minutes of the Committees meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism held on April 12, 2017 be approved as circulated.

COMMITTEES MEETING
WEDNESDAY, APRIL 12, 2017 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following Open Committees Meeting).

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

It was MOVED by Councillor Chisholm and SECONDED by Councillor Harding that the above-noted six (6) items, along with three (3) additional Financial Matters and one (1) Labour and Employment 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, David Hyslop, Phil Chisholm, and Ken Parker; Chief Administrative Officer Derek O'Brien; Town Treasurer Tim Tozer; and Town Clerk Joan Flewelling.

ABSENT: Councillor Ghislaine Wheaton.

2. APPROVAL OF AGENDA

It was MOVED by Councillor Hyslop and SECONDED by Councillor Parker 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.

- (ii) Hiring Policy No. 35 Review – The memo from the Chief Administrative Officer dated March 10, 2017 with attached Hiring Policy effective October 16, 2000; Revised Hiring Policy effective February 21, 2005; and Revised Hiring Policy effective April 18, 2005 were received and reviewed.

Council will review the policy, along with its revisions, and will provide feedback to Deputy Mayor Carr, Chair of the Finance and Administration Committee, who will then meet with the Chief Administrative Officer, Town Clerk and Human Resource Manager, and a draft will be brought back to a future meeting.

- (iii) Report of the Finance Department – The report of the Finance Department was received and reviewed.
- (iv) Cheque Register for month of March 2017 - The memo from the Assistant Treasurer dated April 5, 2017 with attached cheque register was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, April 24, 2017

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 advised that off-road vehicles, one of the four priorities of the RCMP's annual plan, is being addressed and charges continue to be laid.

Sergeant Stubbs further advised that the “distracted driving” checks during the month of April to date have been successful and people are becoming aware of the police presence.

In the fall, the RCMP plan to have checks at various stop signs and intersections.

- (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 – There was no report this month.

- (ii) Report of the Development / Property Management Office – The report of the Development / Property Management Office was received and reviewed.
- (iii) By-Law No. A-11 – The Chief Administrative Officer spoke to the draft By-Law No. A-11, "A By-Law to Repeal a By-Law Respecting the Advising Commission of the Town of St. Stephen's Garcelon Civic Center".

Council agreed with the Chief Administrative Officer's recommendation and first reading of the by-law will be considered at the next Regular Session of Council on Monday, April 24, 2017.

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

Mayor MacEachern stated that the Sports Wall of Fame looks great and thanked staff and volunteers for their diligent work.

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Wheaton

- (i) Planning, Promotion and Tourism – The report of the Chief Administrative Officer was received and reviewed.
- (ii) Volunteer Road Toll – The request from the Charlotte County Animal Shelter dated March 30, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, April 24, 2017 granting permission to hold a fundraising road toll in June, with an alternate date in September.
- (iii) Volunteer Road Toll – The request from the St. Stephen-Milltown Lions Club received at the Town office on March 29, 2017 was reviewed, and a motion will be considered at the next Regular Session of Council on Monday, April 24, 2017 granting permission to hold a fundraising road toll in September.

PUBLIC WORKS – Chaired by Councillor Hyslop

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

- (ii) Credit Application – The credit application from Hilti Canada was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, April 24, 2017 to authorize the Mayor and Town Clerk to sign the credit application in order to process any future purchases.

The Chief Administrative Officer recommended to Council that credit applications, in the future, be signed by the Chief Administrative Officer or Treasurer and this will be addressed in a revised Purchasing Policy which will be brought to a future meeting for review.

5. DELEGATIONS/PRESENTATIONS

- (i) St. Stephen Middle School Entrepreneurial Adventure Program – Josh Cheney, St. Stephen Middle School teacher, along with Hope Daigle, Emma Tuddenham, Keaton McCann, and Nathan McBride, grade 8 students and members of the St. Stephen Middle School Marketing Committee, gave a brief presentation on the Entrepreneurial Adventure Program and their business experiences at the market set up at the Garcelon Civic Center on March 30.

The Marketing Committee collaborated with The Learning Partnership and worked diligently with individual businesses, most of whom joined together and sold their products or services at the Garcelon Civic Center, with all profits donated to a charity of each business's choice.

Mr. Cheney and the students thanked the Town for its financial contribution which assisted with the rental cost of the Garcelon Civic Center. He also thanked Bob Sweeney and Amanda Daigle of SIMCorp who both attend regularly at the St. Stephen Middle School to assist the members of the Entrepreneurial Adventure Program.

6. NEW BUSINESS

No new business.

7. ADJOURNMENT

The meeting moved into closed session at 6:25 p.m. and returned to open session at 7:20 p.m., at which time it was MOVED by Deputy Mayor Carr and SECONDED by Councillor Parker that the meeting adjourn at 7:20 p.m.

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEES MEETING
WEDNESDAY, APRIL 12, 2017 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following Open Committees Meeting).

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

OPEN COMMITTEES MEETING

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

FINANCE AND ADMINISTRATION – Chaired by Deputy Mayor Carr

- (i) Report of the Chief Administrative Officer
- (ii) Hiring Policy No. 35 Review – Memo from Chief Administrative Officer dated March 10, 2017 with attachments:
 - Hiring Policy effective October 16, 2000
 - Revised Hiring Policy effective February 21, 2005
 - Revised Hiring Policy effective April 18, 2005
- (iii) Report of the Finance Department
- (iv) Cheque Register for month of March 2017 – Memo from Assistant Treasurer dated April 5, 2017 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 – No report this month.
- (ii) Report of the Development / Property Management Office
- (iii) By-Law No. A-11 – Chief Administrative Officer will speak to the attachment:
 - Copy of “A By-law to Repeal a By-law Respecting the Advising Commission of the Town of St. Stephen’s Garcelon Civic Center”

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.
- (ii) Volunteer Road Toll – Request from the Charlotte County Animal Shelter dated March 30, 2017 attached.
- (iii) Volunteer Road Toll – Request from the St. Stephen-Milltown Lions Club received on March 29, 2017 attached.

PUBLIC WORKS – Chaired by Councillor Hyslop

- (i) Report of the Public Works Department
- (ii) Credit Application – CAO will speak to the credit application from Hilti Canada attached.

5. **DELEGATIONS/PRESENTATIONS**

- (i) St. Stephen Middle School Entrepreneurial Adventure Program – Presentation by members of the SSMS Entrepreneurial Adventure Committee.

6. **NEW BUSINESS**

7. **ADJOURNMENT**

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

STAFF REPORTS

THAT the following staff reports for the month of February 2017 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Parks and Recreation Department, Fire Department; By-Laws; Development / Property Management Office; and Garcelon Civic Center.

Report to Mayor and Council – March 2017

- Administration**
- Health and Safety Committee meets monthly and will review site inspections.
 - Planning with Charlotte County Hospital Staff and Foundation for upcoming physician recruitments.
 - Management Team meeting – March 28.
 - Elm Street Park Project Committee Meeting, March 29.
- Financial Process Review**
- Teed Saunders Doyle completed staff interviews the week of March 20. We are waiting for their final report.
- NB-Canada 150 Project Funding**
- The joint committee of Parks and Recreation and Tourism, Planning, and Promotion reviewed the feedback and recommended the “Turning the Corner” project at the site of the former Milltown Post Office (letter attached).
- Community Events / Presentations**
- St. Stephen High School, Grade 10 Career Development Class, March 1.
 - CCRTA Quebec City Tourism Show, March 23-26.
 - Vibrant Communities Charlotte County Board Meeting, March 30.
- Infrastructure Projects**
- Elm Park, Maple Street, and Pinewood Drive**
- Tender is awarded and we are waiting for the timeline.
- Milltown Boulevard (Hawthorne Street – King Street)**
- Estimate closing the tender late April and will likely have a Special Meeting of Council to consider and award the tender.
 - Estimate 24-26 weeks of work to complete the project.
- Thompson Avenue**
- Dillon Consulting Limited will complete the survey work as soon as possible and prepare the tender.
- The Town will work with the contractor and our consulting firm to communicate clearly with the community, provide alternate routes to avoid construction, and to mitigate the disruption and inconveniences caused by construction.
- Milltown Boulevard (Route 170) from Church Street to Milltown Customs will have curb and gutter built (0.65 Km) through the provincial designated highways plan.





TOWN OF ST. STEPHEN

Incorporated 1871

"Canada's Chocolate Town"

March 30, 2017

Regional Development Corporation

Re: Program for municipal development to commemorate Canada 150

Dear Sir or Madam:

On behalf of the Town of St. Stephen, please accept this proposal for funding to support our community's "Turning the Corner" project that will help us commemorate Canada 150 as announced by Premier Gallant in January of this year. "Turning the Corner" is a project that will accomplish the goals described by this program.

"Turning the Corner" is a project that will create a "people's place" on the site of an historical post office that was demolished because it deteriorated and was unsafe. The historic site is left vacant on a prime corner of our community and this project will be a focal point that will initiate a larger project of cultural and economic development.

The "people's place" will involve the construction of a structure built from the original post office materials including the brick and granite, four clock faces, and "Post Office" carved lintels. The granite steps where people gathered will be recreated in the park. Granite storyboards will capture the history of the people who contributed significantly to our community and mark the five (5) historic landmarks in the community.

This project will have an enormous impact on our entire community since it is another positive step in our community development and engagement initiative. Our citizens inspired and are leading the revitalization of St. Stephen and we are focused on writing a new story for our community. We are concentrating on citizen engagement, growth, and prosperity. "Turning the Corner" will help to further unite the Town of St. Stephen that exists today because of the amalgamation of two towns – St. Stephen and Milltown. Building a strong, inclusive, and connected town along Milltown Boulevard is fundamental.

Another goal of this project is to inspire local artists. A local artist created the concept drawing and the development of this site will create an outdoor performance space and exhibit space. Over the past few years, artists and performing artists have become more visible and active in our town. We need more opportunities for them to share their talents with our community. Further, we hope



TOWN OF ST. STEPHEN

Incorporated 1871

"Canada's Chocolate Town"

that another corner of this site will develop in the future when a former church will be re-purposed as a venue for performing arts and artists' workshops.

In the past, this was a corner of economic and social activity. In "turning the corner", we will restore this to the corner. After this gathering place is created, we will work to develop an historic, privately owned building on the opposite corner that once housed a pharmacy and grocery store into a residential and commercial building that will provide space for independent "market-style" businesses.

"Turning the Corner" will be a tourist experience. It will link the walking trail that follows the St. Croix River to the downtown core. It will also be a focal point connecting rich history, demonstrating the inclusive community that we have become, and celebrating our nation, our province, and the countries of our immigration. The "people's place" will honour the people who helped build our community – business leaders, fire fighters, police officers, and citizens who contributed much to our success. It will link visitors to the Jake Donahue Memorial Park, four historic church buildings, the Charlotte County Museum, the St. Croix River and walking trail along the entire Milltown Boulevard, the Cotton Mill Workers' Monument, N.B. Power Hydro dam and park, and our cenotaph and band stand. In addition to our Canadian and New Brunswick flags, this "people's place" will feature the flags of our immigration – Acadia, Ireland, England, France, and Scotland.

The funding for "Turning the corner" will be a partnership between individual peoples' contributions, corporate donations, the federal government, the provincial government, and the municipality.

"Turning the Corner" will be a legacy to the Town of St. Stephen that all future citizens will enjoy. It will remind us of our rich past, welcome visitors and new comers to our town, and give us hope for a unified community that will make us stronger together.

We sincerely hope that you will seriously consider our proposal and support this project as a way for our citizens to commemorate Canada 150.

Yours truly,

A handwritten signature in black ink that reads "Derek O'Brien". The signature is written in a cursive, flowing style.

Derek O'Brien, Chief Administrative Officer

c.c. The Honourable John Ames, Minister of Tourism, Heritage, and Culture

Memo

To: Derek O'Brien, CAO

From: Tim Tozer, Treasurer

Date: 10 April 2017

Subject: Finance Department Report

Staff Activity since last report:

- 1) Monthly accounting procedures:
 - A) Accounts Receivable processing (Daily payment processing, deposits, monthly and quarterly invoicing and collection for both the Utility and General Fund).
-Processing Utility bills for January-March, 2017-In Progress
 - B) Accounts Payable processing (Verification and daily input of invoices, and payment of amounts owed by the Town).
 - C) Payroll processing (Bi-weekly 68 employees, Monthly 28 employees, Quarterly 1 employee, Bi-yearly 7 employees, Total 104 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 February 29, 2016.
- 2) Statements of Revenue and Expenditures to January 31, 2017.
- 3) Preparation and review of departmental information for Committee and Council packages.
- 4) Computer server maintenance.
- 5) Meetings:
 - A) RBC representative-March 8, 2017.
 - B) Tender opening-March 9, 2017.
 - C) Committee meeting-March 15, 2017.
 - D) Finance Department review-March 21 & 22, 2017
 - E) Department Head meeting-March 28, 2017

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) Prince William Street Infrastructure Renewal.
- 5) Milltown Blvd (Church Street to Hill Street).
- 6) Elm Park, Pinewood, and Maple-Sewer Separation and Infrastructure Renewal.
- 7) Milltown Boulevard (King Street to Hawthorne Street)-Water main and Sanitary Sewer Renewal.
- 8) Thompson Avenue and Springwood Court-Sanitary Sewer Renewal and Combined Sewer Separation.

B) Civic Center accounting reconciliations-Month end completed to February 28, 2017.

C) Capital budget-In Progress.

D) Banking agreement for the Royal Bank-In Progress.

E) 2016 month end working papers for audit-In Progress.

F) Multiple HST remittances-In Progress.

G) Jumpstart processing-In Progress.

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

Public Works Report March 2017

Lee Johnson, Director of Operations, April 03,2017

1: Water system:

- a) Plowed Snow.
- b) Read Meters.
- c) Repaired 1 Water Main.
- d) Installed 12 new Meters.
- e) Repaired 2 Water Laterals.

2: Streets:

- a) Plowed and sanded streets and sidewalks.
- b) Unloaded flooring for Civic Center.
- c) Hauled Snow.
- d) Cold Patched pot holes.

3: Waste Water:

- a) Plowed Snow.
- b) Repaired 2 Sewer Mains.
- c) Rodded 3 Sewer Lateral.
- d) Flushed 2 Sewer Laterals.
- e) Videoed 2 Sewer Laterals.
- f) Repaired 2 Sewer Laterals.



Town of St. Stephen



Canada's Chocolate Town

Report of Parks & Recreation Dept. March 2017

Parks

- Jennifer Dow and Dan Hovey have returned to work for the Parks Dept.
- Parks students will begin on May 1st.

Pool

- Summer Program registration will be May 1-3rd.
- Continue to look at summer scheduling.

Recreation

- Frost Fest went very well. We had great participation in most of the events.
- We will be starting another Couch to 5K very shortly.
- The Wall of Fame committee has been working very hard. Banquet is all set for May 13th.
- The Spring/Summer brochure is almost complete and will be mailed out in early April.
- Working on our 5th Annual Fun Run.
- Spring hockey has started at the GCC. Only 1 team this year, but pretty confident we will be able to build on this.

Meetings

- FRPA
- Sport NB
- RNB
- Dept Head
- CC Staff
- Jumpstart
- Wall of Fame
- Charlie Bourgeois – Spring Hockey
- Ganong Nature Park

Michael O'Connell
Director, Parks and Recreation

St. Stephen Fire Department

Report for March 2017

Calls for March were : Town Alarms	12
Out of Town	2
Mutual Aid-Calais	1
-Rural Fire	1
	16

Calls are described as being:

	# of firefighters	# of hours
1. Carbon Monoxide 2	21	32
2. Ambulance NB Assist 4	29	49
3. Alarm System 3	15	24
4. Chimney 1	11	17
5. Dumpster 1	11	11
6. Motor Vehicle Accident 2	19	26
7. Mutual Aid – Rural Fire -Structure – 1	15	45
8. Mutual Aid – Calais – Smoke in a building	15	23
9. Natural Gas Leak 1 False	7	18

Calls dispatched for the period of this report 78

Fire Department Activities for March :

1. Monthly meeting of the fire department
2. Hosted a Emergency Forest Firefighter Course
3. Hosted an evening session for interested applicants
4. Five of seven officers took the 8 hour Road to Mental Readiness seminar
5. Fire Department hosted their annual Curling Funspiel. Great time had by all.

Fire Chiefs Activities for March:

1. Monthly Meeting of the fire department
2. Road to Mental Readiness seminar

3. Curling Funspiel
4. Meeting with Brunswick Pipeline on an upcoming exercise
5. Attended Monthly Council Meeting with Firefighter Walter Cooke for presentation of Long Service Medals and Awards
6. Meeting of Management
7. Orientation with new members
8. Meeting with New Brunswick Southern Rail on a Mock Exercise later this month. Also talked on a training session dealing with safety and shut down procedures for train engines and different types of rail cars.

TOWN of ST. STEPHEN

By-Law Enforcement

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

MARCH REPORT

2017

To: CAO – Town of St. Stephen

Please find enclosed my report for February By-Law - Enforcement. We handled 18 calls.

CATEGORY	DETAIL	FOLLOW UP
Assist Other Dept. (2)	Assisted building inspector with an unsightly premise visit Complaint of a business with an unsafe door, that struck a patron	<i>Home owner was sent a notice to comply.</i> <i>Patrol to the business and noticed that the door was tied open with a rope. Pictures were taken for future reference</i>
Assist General Public	<i>Request form a gentleman regarding wheel chair accessibility for businesses</i> <i>Another request from same person</i>	Informed him that the only time this occurs is for new construction. He was informed that if a store puts in a ramp then they are also required to meet the

		standards for bathrooms as well.
Parking (8)	<p><i>Parking concerns at the ferry point bridge with employees parking on the Blvd.</i></p> <p><i>2 hr parking warning</i></p> <p><i>Ticket 0518 Voided</i></p> <p><i>Parking concerns on water front by therapeutic touch</i></p>	<p>Spoke with the on duty Inspector and she informed me that she will sent out an internal email about this.</p> <p>Blvd by ferry point bridge .</p> <p>Writer error</p> <p>Spoke with the owner and informed her that it is free public parking.</p>
	<p><i>One ticket 0519 issued for two hour parking</i></p> <p><i>Warning 2hr. parking blvd</i></p> <p><i>Ticket #520 Park where prohibited</i></p> <p><i>Comp. of parking in the Common area behind Dooly's continues</i></p>	<p><i>Dairy date for 07 Apr.17</i></p> <p><i>Will continue to monitor and tickets will be issued</i></p> <p><i>Diary date for 17 Apr.17</i></p> <p><i>Informed complainant there is nothing we can do</i></p>
Dog Complaints (1)	<p><i>Received a call from a lady inquiring if we had a by-law for reptiles/ dogs</i></p> <p><i>Received a call from home support about a dog issue on Union St.</i></p>	<p>Supplie her all the info with have on the animal by-law</p> <p>Spoke with the complainant and she states that nothing has happened yet, but they will let me know if something occurs</p>

	<p><i>Interview conducted with a lady who was bitten by a dog.</i></p> <p><i>Attended Court in St. John 28th. Day of March with regards to the dog complaint ticket /0514. The accused in this matter has relocated to Alberta and his return to the area is unknown. After consultation with the Solicitor the file was withdrawn. But we will keep it open and if he does return we will continue with the issue.</i></p>	<p>File is still under investigation</p>
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REPORT OF THE ANIMAL CONTROL OFFICER

,I responded to all complaints and resolved some, I patrolled daily. I had 21 calls in the month of March and all were resolved, they included a call of a dog bite last year ,cats out in the cold, and dogs left out. A cat showed up on a door step, dog on river bank in danger and also stray cats. Received questions on dog tags, a found dog returned to owner RCMP called about a large dog at the college. Two cats were impounded from King St.

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

Report of Development / Property Management Office – March 2017

Planning Advisory Committee

The meeting for April 5 was cancelled because there was no business for the agenda.

Next meeting: Wednesday, May 3.

Sign Permits

- 4 approved.

Variances

- 0 approved.

Approved plans

- 1 property sub-division approved.

Unightly Premises

- The house at 30 Pine Street (PID # 01297167) was destroyed by fire. We acted immediately in the interests of public safety to demolish the house and clean up the debris.

PROPERTIES

R.C.M.P. Building

- Nothing to report.

Library

- Following up with storage issue and preparing the Public Washrooms to be opened for the season.

Airport

- Nothing to report.

34 Milltown Boulevard (former Town Hall)

Heritage Management provided the following updates:

- Solicited quotations for roofing work.
- Finalized the scope of work for the masonry stabilization and repairs and soliciting quotations for the masonry work.
- Worked with NB Power to remove overhead power lines along the front of the building.

Train Station

- Removal of loose brick on the interior wall and repair.



Garcelon Civic Center Report – March 2017

Aquatics and Fitness

- Spring Swimming Lessons begin April 20 and 22.
- Canada 150 Challenge (150 laps) – 61 people registered with 24 who have completed the challenge.
- Walk to Ottawa continues with 16 participants.
- Swim with Olympian, March 31. This was a successful event with some very excited and exhausted young swimmers.

Completed an orientation with our new Aquatics and Fitness Coordinator, Kari Kluke who started on March 27.

Jordan Concepcion and Joseph Grant were hired as Assistant Student Lifeguards.

Finance and Administration

Concessions are going well. The initial numbers for November 1, 2016 – February 28, 2017 are as follows:

- Lower Canteen net profit: \$ 5 266.49
- Upper Canteen and Bar net profit: \$ 10 148.30

Facility

- The ice surface floor covering arrived. The initial installation will be the week of May 1 in preparation for the Kiwanis Trade Show.
- Regular safety inspection and safety meeting.
- Pool shutdown March 27-29 for repairs to pool leaks. We also completed some regular maintenance and cleaning during this time.

Programming / Facility Use

Walking Track – A total of 2 720 people signed in this month.

Events:

- Hosted a variety of public and private functions in the conference centre, pool, and arena.
- St. Croix Wellness and Renewal Program – approximately 100 participants.
- Frost Fest, March 6-10.
- Jonathan Roy Concert, March 17.
- Two (2) St. Stephen Minor Hockey Teams were showcased on Hockey Night in Canada sponsored by Scotia Bank.
- Wellness Fair, April 3.
- James Mullinger Show, April 7.



Upcoming events:

- Canada 150 Mosaic, April 19-21.
- Spring hockey program.
- Kiwanis Trade Show, May 5-6.

**Garcelon Civic Center
Charitable Fund**

Meeting on April 4.

- Following up on pledges.
- Memorial cards are available at the Garcelon Civic Center and at local funeral homes.
- Looking at opportunities to support the centre.

Promotion and Marketing

- Hopper Pass offered during March Break "Frost Fest".

Management Team

Continue our weekly meetings.

**Monthly Membership
Summary**

MEMBERSHIPS	Monthly	6 Month	Annual
Adult	56	2	
Corporate	7	0	--
Family	9	0	1
Couple	0	0	0
Senior	14	1	1
Senior Couple	0	0	1
Student	19	0	--
Youth	2	0	--

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

BY-LAW NO. A-11 - "A BY-LAW TO REPEAL A BY-LAW RESPECTING THE ADVISING COMMISSION OF THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER" – FIRST READING – SHORT TITLE ONLY

THAT leave now be given to introduce a by-law entitled By-Law No. A-11 – "A By-Law to Repeal a By-Law Respecting the Advising Commission of the Town of St. Stephen's Garcelon Civic Center" – for First Reading – Short Title Only.

TOWN OF ST. STEPHEN

BY-LAW NO. A-11

**A BY-LAW TO REPEAL A BY-LAW RESPECTING THE ADVISING COMMISSION OF
THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER**

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

- 1 By-Law No. A-9, "A By-Law Respecting the Advising Commission of the Town of St. Stephen's Garcelon Civic Center is hereby repealed in its entirety.
- 2 This by-law comes into force on the date of third and final reading thereof.

IN WITNESS WHEREOF the Town of St. Stephen has caused the corporate seal of the said Town to be affixed to this By-Law the _____ day of _____, 2017

First Reading:

Second Reading:

Third Reading and Enacted:

Allan MacEachern, Mayor

Joan M. Flewelling, Town Clerk

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

THAT the Royal Canadian Mounted Police March 2017 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
March 2017**

Council / Mayor's Report:

This report for the Town of St. Stephen RCMP covers the period of March 1st, 2017 to March 31st, 2017 inclusive. During this time period, the RCMP responded to 319 calls for service within the Municipality of St. Stephen.

TRAFFIC:

Check stops.....	29
Driving while Disqualified/Licence Suspension (Provincial/Territorial).....	2
Driving while Disqualified/Prohibited 259(4) CC.....	1
Fail to stop or remain at Accident Scene – Provincial/Territorial.....	3
Failure/Refusal of Approved Screening Device.....	1
Impaired Operation/over 80 mg% of Motor Vehicle.....	3
Moving Traffic – Speeding Violations – Provincial/Territorial.....	1
Non-Moving Traffic – Occupant Restraint/Seatbelt Violations – Provincial/Territorial.....	1
Off-Road Vehicle Act.....	2
Operation of Motor Vehicle while being pursued by police.....	2
Other Moving Traffic Violations – Provincial/Territorial.....	3
Traffic Collision(s) – Fatal/Non-Fatal Injury/Damage Reportable/Non-Reportable.....	6
Traffic Tickets.....	60
Traffic Warnings.....	5

PROVINCIAL STATUTES:

Child Welfare Act – Other Activities	2
False/Abandoned 911	4
Family Relations Act – Other Activities.....	3
Fire Prevention Act – Other Activities.....	1
Mental Health Act – Other Activities.....	5
Other Provincial/Territorial Statutes (not otherwise specified) – Other Activities.....	1
Trespass Act – Provincial/Territorial – Other Activities	1

CRIMINAL CODE:

Assault.....	5
Assault on Police Officer.....	1
Assault with Weapon or Causing Bodily Harm	1
Attempt/Accessory to Offence – dual procedure	1
Being unlawfully in a dwelling house.....	1
Break and Enter – Business.....	1
Break and Enter – Other	1
Break and Enter – Residence	5
Disturbing the peace/Causing a disturbance.....	1
Fail to comply with Probation Order	1
Fail to comply with an Undertaking given to officer in charge/peace officer.....	3
Failure to comply with condition of undertaking or recognizance.....	1
Fraud (money/property/security) less than or equal to \$5000.....	1
Harassing Communications	1
Mischief – Damage to, or obstruct enjoyment of property	3
Other theft under \$5000.....	4
Personating a peace officer	1
Sexual Assault.....	1
Theft under or equal to \$5000 – shoplifting	1
Trespass at night	1
Uttering threats against a person	5

OTHER FEDERAL STATUTES:

Customs Act – Non Report (Persons) – Offences Only.....	1
Customs Act – Running the Port – Offences Only.....	2
Possession for the purpose of Trafficking – Schedule III: Other	1
Trafficking – Schedule I: Cocaine.....	1
Trafficking – Schedule II: Cannabis.....	1

OTHER INVESTIGATIONS:

Assistance to Canadian Federal Dept/Agency	1
Assistance to Canadian Police (non-RCMP)	2
Assistance to Canadian Provincial/Territorial Dept/Agency	6
Assistance to General Public	5
Crime Prevention	1
False Alarms.....	2
Information Files	2
Items Lost/Found except passports	2
Municipal Bylaws – Other	2
Offender Management	1
Person Reported Missing.....	1
Police Certificates/Letters	82
Property Check.....	1
Suspicious Person/Vehicle/Property	2
Unfounded.....	23
Wellbeing Check.....	4

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

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

FUNDRAISING ROAD TOLL – CHARLOTTE COUNTY ANIMAL SHELTER

THAT the Council of the Town of St. Stephen approves the request from the Charlotte County Animal Shelter (the “Shelter”) to hold a fundraising road toll on Queen Street West between Marks Street and Porter Street on Saturday, June 10, 2017 between the hours of 8:00 a.m. and 6:00 p.m., with an alternate date of Saturday, September 23, 2017 between the hours of 8:00 a.m. and 6:00 p.m., and contingent on receipt by the Town of the Shelter’s Certificate of Insurance.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

FUNDRAISING ROAD TOLL – ST. STEPHEN-MILLTOWN LIONS CLUB

THAT the Council of the Town of St. Stephen approves the request from the St. Stephen-Milltown Lions Club (the "Club") to hold a fundraising road toll near the intersection of Wall Street and Prince William Street on Saturday, September 16, 2017 between the hours of 8:00 a.m. and 4:00 p.m., and contingent on receipt by the Town of the Club's Certificate of Insurance.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

TOWN OF ST. STEPHEN - COMMERCIAL CREDIT APPLICATION (HILTI CANADA)

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 Hilti Canada in order to process any future purchases of the Town from the said company.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

DILLON CONSULTING LIMITED – AGREEMENT FOR PROFESSIONAL SERVICES – STREET IMPROVEMENTS 2017 (MILLTOWN BOULEVARD)

THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an agreement which in turn authorizes Dillon Consulting Limited of Fredericton, NB to provide consulting engineering services for the design, tender and construction phases, in the estimated amount of \$58,800.00 (fifty-eight thousand, eight hundred dollars), plus HST, for the addition/replacement of concrete curb and gutter on each side of Milltown Boulevard between Riverside Drive and Church Street (approximately 640 meters), and complete with site restoration.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

PURCHASE AND SALE – PID # 1311935 (32 BOUNDARY STREET)

WHEREAS the Council of the Town of St. Stephen, at its Regular Session on December 19, 2016, declared Town-owned property located at 32 Boundary Street and identified as PID # 1311935 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 Council of the Town of St. Stephen, at its Regular Session on February 27, 2017, received and accepted the Request for Proposal from Habitat for Humanity, with Habitat for Humanity Saint John Region being the legal name, in the form presented to Council, and directed the Chief Administrative Officer to request the Town Solicitor prepare a Purchase and Sale Agreement for approval at a future meeting;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Agreement of Purchase and Sale between The Town of St. Stephen and Habitat for Humanity Saint John Region, and the said Council authorizes the Mayor and Town Clerk to execute an HST Certificate and Form 13 Transfer, both in the form presented to Council, and Council further authorizes the Town Clerk to execute Form 45 Affidavit of Corporate Execution;

NOW THEREFORE BE IT FURTHER RESOLVED THAT the said Council authorizes the Mayor and Town Clerk to set the Closing Date set out in the Agreement of Purchase and Sale at such date as is agreeable with the Purchaser and recommended by the Town Solicitor.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

PURCHASE AND SALE – PID # 1309079 (70 QUEENSWAY)

WHEREAS the Council of the Town of St. Stephen, at its Regular Session on December 19, 2016, declared Town-owned property located at 70 Queensway and identified as PID #1309079 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 Council of the Town of St. Stephen, at its Regular Session on February 27, 2017, received and accepted the Request for Proposal from St. Stephen's Roman Catholic Church, with The Roman Catholic Bishop of Saint John being the legal name, in the form presented to Council, and directed the Chief Administrative Officer to request the Town Solicitor prepare a Purchase and Sale Agreement for approval at a future meeting;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Agreement of Purchase and Sale between The Town of St. Stephen and The Roman Catholic Bishop of Saint John, and the said Council authorizes the Mayor and Town Clerk to execute an HST Certificate and Form 13 Transfer, both in the form presented to Council, and Council further authorizes the Town Clerk to execute Form 45 Affidavit of Corporate Execution;

NOW THEREFORE BE IT FURTHER RESOLVED THAT the said Council authorizes the Mayor and Town Clerk to set the Closing Date set out in the Agreement of Purchase and Sale at such date as is agreeable with the Purchaser and recommended by the Town Solicitor.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

PUBLIC WORKS DEPARTMENT CASUAL EMPLOYEE - JOB RECOMMENDATION
THAT Herbert Jesso be offered the position of casual employee for the St. Stephen Public Works Department effective May 5, 2017, with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

PUBLIC WORKS DEPARTMENT CASUAL EMPLOYEE - JOB RECOMMENDATION

THAT Ryan Orchard be offered the position of casual employee for the St. Stephen Public Works Department effective May 12, 2017, with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

TOWN OF ST. STEPHEN – CANADA 150 – CANADIAN HERITAGE GRANT

WHEREAS the Town of St. Stephen applied to the Department of Canadian Heritage for a grant under its “Celebration & Commemoration Program – Canada 150 Fund”;

AND WHEREAS the Town of St. Stephen will receive \$6,000.00 (six thousand dollars) for its Canada 150 Mosaic Mural project;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the Conditions of a Grant, in the form presented to Council.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

PERMISSION TO OPERATE - ST. STEPHEN FARMERS' MARKET

THAT the Council of the Town of St. Stephen approves the operation of the St. Stephen Farmers' Market (the "Market") commencing Friday, May 5, 2017 and ending Friday, September 29, 2017, and based on the expectations outlined in the letter dated April 12, 2017 from the Town's Chief Administrative Officer to the President of the Market.

RESOLUTION NO.: _____

DATE: April 24, 2017

MOVED BY: _____

SECONDED BY: _____

ADJOURNMENT
THAT the meeting adjourn.