

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, JUNE 26, 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
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – May 23, 2017
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

 - (a) Appreciation letter from St. Croix Branch No. 9, Royal Canadian Legion, dated May 2017.
 - (b) Thank you letter from the Canadian Cancer Society, Relay for Life.
 - (c) Thank you letter from the Oversight Manager, Chocolate Festival, dated May 18, 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 – June 14, 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

- (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” – Third and Final Reading – Short Title Only

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Transfer from the General Capital Reserve Fund
- (c) St. Stephen Fire Department – Rescue Tool
- (d) Peddler’s License – Frank’s Fried Dough
- (e) Permission for Musical Entertainers – St. Stephen Farmers’ Market
- (f) Dr. W. F. Ganong Statute
- (g) Approval of Event – Bonfire Festival
- (h) Approval of Event – Charlotte County Fall Fair Scarecrow Lamp Post Decorating Contest
- (i) Approval of Event – Old Ridge United Pentecostal Church
- (j) Approval of Event – Chocolate Fest
- (k) Awarding of Tender: Street Improvements 2017 – Milltown Boulevard (Church Street to Pleasant Street) – Dillon Project No. 17-5649 and Department of Transportation and Infrastructure Project No. 17-E149
- (l) The Town of St. Stephen’s Garcelon Civic Center – Design-Build Agreement with Dora Construction Limited
- (m) Rescinding of Resolution (Canada 1st Basketball Inc. – Committee of Council)
- (n) Resignation of Derek O’Brien – Chief Administrative Officer

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

REGULAR COUNCIL MEETING

THAT the Minutes of the Regular Council meeting held on May 23, 2017 be approved as circulated.

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
TUESDAY, MAY 23, 2017 @ 7:00 P.M.

1. **PRAYER**

Mayor MacEachern called upon Pastor Carlos Concepcion to administer a prayer.

2. **RECORDING OF ATTENDANCE**

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

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Hyslop

Seconded by Councillor Harding

109/17 **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) Disability Awareness Week (May 28 – June 3, 2017) - Proclamation

Mayor MacEachern proclaimed the week of May 28 to June 3, 2017 as "Disability Awareness Week":

Whereas, the Town of St. Stephen is committed to assisting citizens with disabilities to participate fully in our community, and

Whereas, many persons living with disabilities face barriers in the areas of employment, access to information, transportation, housing, education, recreation, and other disability-related supports; and

Whereas, we believe that more citizens with disabilities should have the chance to access disability related supports to improve their opportunities in New Brunswick; and

Whereas, we support the theme: "***We need in!***";

Now Therefore Be It Known That I, Allan MacEachern, Mayor of the Town of St. Stephen, do hereby request the citizens of St. Stephen to join with our Council in recognizing persons with disabilities and their role in our community by the observance of Disability Awareness Week, May 28th to June 3rd, 2017.

6. NOTICES OF MOTIONS

There were no notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Wheaton

Seconded by Councillor Chisholm

110/17 **THAT** the Minutes of the Regular Council meeting held on April 24, 2017 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

111/17 **THAT** the Minutes of the Special Council meeting held on May 11, 2017 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Parker

Seconded by Councillor Chisholm

112/17 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to February 28, 2017 be received. **CARRIED**

PAID BILLS

Moved by Councillor Chisholm
Seconded by Councillor Harding

- 113/17 **THAT** the paid bills in the amount of \$1,197,249.54 (one million, one hundred and ninety-seven thousand, two hundred and forty-nine dollars and fifty-four cents) be received. **CARRIED**

9. **COMMUNICATIONS**

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Hyslop
Seconded by Deputy Mayor Carr

- 114/17 **THAT** Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

10. **APPROVAL OF COMMITTEE MINUTES**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Chisholm
Seconded by Deputy Mayor Carr

- 115/17 **THAT** the Minutes of the Committee of Council meeting held on April 24, 2017 be approved as circulated. **CARRIED**

COMMITTEES MEETING

Moved by Councillor Parker
Seconded by Councillor Harding

- 116/17 **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 May 10, 2017 be approved as circulated. **CARRIED**

11. **STAFF REPORTS**

STAFF REPORTS

Moved by Councillor Hyslop
Seconded by Councillor Chisholm

- 117/17 **THAT** the following staff reports for the month of April 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

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" – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Chisholm

Seconded by Councillor Harding

118/17

THAT 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 given Second Reading – Reading in its Entirety. **CARRIED**

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Wheaton

Seconded by Councillor Harding

119/17

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

CANADA 1ST BASKETBALL INC. – PARTNERSHIP AGREEMENT

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

120/17

WHEREAS Canada 1st Basketball Inc. has applied to the Fundy Community Foundation for funding to assist with the cost of a development plan to establish and develop a heritage basketball museum around the nucleus of the oldest existing basketball floor in the world where one of the first places basketball was ever played in Canada in 1893 in a building located at 7 King Street;

AND WHEREAS a requirement of the funding application is to establish a partnership with a Registered Charitable Organization who would act as a "sponsor";

AND WHEREAS the Council of the Town of St. Stephen agreed, following a presentation at its Regular Session on April 24, 2017 by the President of Canada 1st Basketball Inc., to act as a "sponsor";

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the Partnership Agreement with Canada 1st Basketball Inc. retroactively to April 24, 2017, and in the form presented to Council. **CARRIED**

CANADA 1st BASKETBALL INC. - COMMITTEE OF COUNCIL

Moved by Councillor Wheaton

Seconded by Councillor Hyslop

121/17

THAT the Council of the Town of St. Stephen approves Canada 1st Basketball Inc. as a Committee of Council and as such, is to be covered under the Town's insurance for Comprehensive General Liability and for Public Officers Liability, and at least one (1) member of Council shall be appointed to the Committee.

AND THAT the Committee assumes the responsibility to provide updates and financial statements to the Chief Administrative Officer. **CARRIED**

CANADA 1st BASKETBALL INC. COMMITTEE - COUNCIL APPOINTEE

Moved by Councillor Parker

Seconded by Councillor Harding

122/17

THAT the Council of the Town of St. Stephen appoints Councillor David Hyslop to act as its member on the Canada 1st Basketball Inc. Committee. **CARRIED**

TOWN-OWNED SURPLUS PROPERTIES – PID #'s 01301563 AND 01301951 (38-42 KING STREET); 01301506 (46 KING STREET); AND 01301787 AND 01301712 (48-52 KING STREET); 01305705 (120 MILLTOWN BOULEVARD); 01305812 (128-130 MILLTOWN BOULEVARD); AND 01305945 AND 01306786 (136 MILLTOWN BOULEVARD)

Moved by Deputy Mayor Carr

Seconded by Councillor Hyslop

123/17

THAT the Council of the Town of St. Stephen declares the following town-owned properties to be surplus properties:

- 38-42 King Street and identified as PID #'s 01301563 and 01301951;
- 46 King Street and identified as PID # 01301506;
- 48-52 King Street and identified as PID #'s 01301787 and 01301712;
- 120 Milltown Boulevard and identified as PID # 01305705;
- 128-130 Milltown Boulevard and identified as PID # 01305812;
- 136 Milltown Boulevard and identified as PID #'s 01305945 and 01306786

AND THAT the Council directs the Chief Administrative Officer to post them as two (2) blocks of surplus properties, being 38-42 King Street, 46 King Street, and 48-52 King Street as one (1) block, and 120 Milltown Boulevard, 128-130 Milltown Boulevard, and 136 Milltown Boulevard as one (1) block in order to entertain offers to purchase. **CARRIED**

PLACEMENT OF BISTRO TABLES AND CHAIRS – SOMETHING'S BREWING CAFÉ

Moved by Councillor Harding
Seconded by Councillor Wheaton

- 124/17 **THAT** the Council of the Town of St. Stephen grants permission to *Something's Brewing Café* located at 140 Milltown Boulevard for the placement of two (2) bistro style tables and four (4) chairs on the sidewalk in front of the business. **CARRIED**

PLACEMENT OF BENCH – KING STREET

Moved by Councillor Wheaton
Seconded by Councillor Harding

- 125/17 **THAT** the Council of the Town of St. Stephen grants permission for the placement of a bench as requested by the Hon. John B. Ames, MLA for Saint Croix, donated by Sticks and Stones Fabricating Inc., and installed by the town, on either side of King Street, in the vicinity of the St. Stephen Elementary School crosswalk, in recognition of Dot Larsen's many years of dedicated crosswalk guard service. **CARRIED**

OUT-OF-PROVINCE TRAVEL: GARCELON CIVIC CENTER MAINTENANCE STAFF

Moved by Deputy Mayor Carr
Seconded by Councillor Chisholm

- 126/17 **THAT** the Council of the Town of St. Stephen approves the out-of-province travel for three (3) maintenance staff at the Garcelon Civic Center, Jeremy McShane, Dan Hovey, and Jason Gowan, to attend the Maritime Arena Operations Institute course at the Bell Aliant Centre, Charlottetown, PEI from June 12 – 15, 2017. **CARRIED**

APPROVAL OF EVENT – INTERNATIONAL HOMECOMING FESTIVAL

Moved by Councillor Harding
Seconded by Deputy Mayor Carr

- 127/17 **THAT** the Council of the Town of St. Stephen grants permission to the International Homecoming Festival Committee to hold its 44th annual festival from Wednesday, August 9 to Sunday, August 13, 2017. **CARRIED**

APPROVAL OF EVENT – RALLY IN THE ST. CROIX VALLEY – 6th ANNUAL MOTORCYCLE RALLY

Moved by Councillor Parker
Seconded by Councillor Hyslop

- 128/17 **THAT** the Council of the Town of St. Stephen grants permission to Rally in the St. Croix Valley to hold its 6th Annual Motorcycle Rally from Friday, August 4 to Sunday, August 6, 2017, and acknowledges receipt of its Certificate of Insurance.

AND THAT permission is granted for the following:

- placement of an off-site sign at the corner of Queen Street West and King Street (on the property located at 130 King Street), so placed as to not obstruct traffic, and the sign permit fee shall be waived with the completion of an application;
- vendor licenses for the weekend shall be waived with a full list of vendors submitted to the town; and,
- hold outdoor music concerts in the parking lot of the St. Stephen Legion on Friday, August 4th from 4:00 p.m. to 12 midnight and Saturday, August 5th from 2:00 p.m. to 12 midnight. **CARRIED**

EASTERN CHARLOTTE WATERWAYS INC. – PARTNERS FOR CLIMATE PROTECTION

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

129/17

THAT the Council of the Town of St. Stephen endorses the recommendation by Eastern Charlotte Waterways Inc., and the Partners for Climate Protection Program, of committing to reducing its greenhouse gas emissions from its municipal operations by thirty percent (30%) below 2015 levels (the baseline year) by the year 2030;

AND THAT the Council will continue to partner with Eastern Charlotte Waterways Inc. for the development of the town's Local Action Plan, contingent upon successful funding applications;

AND FURTHER THAT the Council encourages the community (residents, businesses, institutions and industry), voluntarily, to reduce emissions by thirty percent (30%) below 2015 levels by 2030 as recommended by the Partners for Climate Protection Program, and if so chooses to participate, may wish to revise its target during the development of its Local Action Plan. **CARRIED**

REAPPOINTMENTS – ST. CROIX PUBLIC LIBRARY BOARD

Moved by Councillor Wheaton

Seconded by Deputy Mayor Carr

130/17

THAT Kathy Mallory be reappointed to the Board of Trustees of the St. Croix Public Library for a three (3) year term effective June 1, 2017 and expiring May 31, 2020;

AND THAT Jane Lindsay be reappointed to the Board of Trustees of the St. Croix Public Library for a one (1) year term effective July 1, 2017 and expiring June 30, 2018. **CARRIED**

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor Carr

- Attended all Town meetings.
- Attended the Job Fair at the Garcelon Civic Center.
- Attended a wine and cheese reception for a potential new doctor.
- Attended the ceremony for Dot Larsen at the Garcelon Civic Center in recognition of her 30 years of dedicated service as the SSES crosswalk guard.
- Attended the unveiling of the new exhibit at The Chocolate Museum.
- Worked a shift in the Town's booth at the Kiwanis Trade Show.
- Attended the Greater St. Stephen Sports Wall of Fame ceremony and dinner at the Garcelon Civic Center and commended the organizing committee for a job well done.
- Attended the funding announcement for future paving of portions of Route 3 and Route 630.

Councillor Hyslop

- Attended all Town meetings.
- Attended a Public Works working group meeting.
- Attended the ceremony for Dot Larsen at the Garcelon Civic Center in recognition of her 30 years of dedicated service as the SSES crosswalk guard.
- Attended a wine and cheese reception for a potential new doctor.
- Worked a shift in the Town's booth at the Kiwanis Trade Show.
- Attended the Job Fair at the Garcelon Civic Center.
- Attended a Charlotte County Museum board meeting and the museum plans to open for the season on July 1st.
- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.
- Appreciates being kept informed from Council members on comments/concerns received from residents with respect to Public Works matters.

Councillor Wheaton

- Attended all Town meetings.
- Volunteered at the Job Fair at the Garcelon Civic Center on behalf of The Chocolate Museum.
- Accompanied a potential new doctor around the town and attended a wine and cheese reception.
- Attended the IWK dinner and auction.

- Attended the unveiling of the new exhibit at The Chocolate Museum.
- Attended a Milltown Development Committee meeting.
- Volunteered at the IWK Carnival held at the Garcelon Civic Center.
- Attended a Chocolate Museum Operating Committee meeting.
- Attended the funding announcement for future paving of portions of Route 3 and Route 630.
- Attended the Greater St. Stephen Sports Wall of Fame ceremony and dinner at the Garcelon Civic Center and commended the organizing committee for a job well done.
- Attended the ceremony for Dot Larsen at the Garcelon Civic Center in recognition of her 30 years of dedicated service as the SSES crosswalk guard.
- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.

Councillor Parker

- Attended all but one Town meetings.
- Unable to attend the AGM of the Charlotte Coastal Region Tourism Association and met with its Executive Director, Abby Pond, as a follow up.
- Attended the funding announcement for future paving of portions of Route 3 and Route 630.
- Met with the Town's Building Inspector.
- Worked a shift in the Town's booth at the Kiwanis Trade Show.
- Replied to many phone calls from residents with respect to spring cleanup.

Councillor Harding

- Attended all Town meetings.
- Joined the Fire Chief and the CAO in a meeting with the CAO of St. Andrews to discuss the possibility of sharing a fire truck.
- Worked a shift in the Town's booth at the Kiwanis Trade Show.
- Attended a wine and cheese reception for a potential new doctor.
- Attended a Milltown Development Committee meeting.
- Attended the ceremony for Dot Larsen at the Garcelon Civic Center in recognition of her 30 years of dedicated service as the SSES crosswalk guard.
- Meet regularly with the RCMP and advised Council to provide her with any concerns and she will address them.

Councillor Chisholm

- Attended all Town meetings.
- Worked a double shift in the Town's booth at the Kiwanis Trade Show.
- Attended a wine and cheese reception for a potential new doctor.

- Attended the Greater St. Stephen Sports Wall of Fame ceremony and dinner at the Garcelon Civic Center and thanked the following sponsors: Arauco, RBC, Smet Monuments and the town; and further thanked the members of the organizing committee for a job well done: Mike O'Connell, Joe Peters, Donnie Walker, Jamie Waycott, Linda Lowe, John Hyslop, and in particular, Jeff McGinn who created all of the amazing artwork.

Mayor MacEachern

- Attended the unveiling of the new exhibit at The Chocolate Museum.
- Worked a shift in the Town's booth at the Kiwanis Trade Show.
- Attended a sea cadets ceremony in St. Andrews.
- Attended the Greater St. Stephen Sports Wall of Fame ceremony and dinner at the Garcelon Civic Center and commended the organizing committee for a job well done.
- Attended the Educational Turnaround Achievement Awards ceremony.
- Attended the RCMP Police Week barbecue in St. George.
- Attended the funding announcement for future paving of portions of Route 3 and Route 630.
- Attended the ceremony for Dot Larsen at the Garcelon Civic Center in recognition of her 30 years of dedicated service as the SSES crosswalk guard.
- Attended a wine and cheese reception for a potential new doctor.
- Looks forward to a meeting with the CEO of Horizon Health.

16. QUESTION PERIOD

There were no questions from the public, and any questions/comments from Kathy Bockus, reporter with the *Saint Croix Courier* and Krisi Marples, editor, of the *Saint Croix Courier*, were addressed by Mayor MacEachern upon adjournment of the meeting.

17. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor Carr
Seconded by Councillor Parker

131/17 THAT the meeting adjourn at 7:30 p.m. CARRIED

Mayor

Town Clerk

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
TUESDAY, MAY 23, 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) Disability Awareness Week (May 28 – June 3, 2017) - Proclamation
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – April 24, 2017
 - (b) Special Council Meeting – May 11, 2017
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

 - (a) Thank you card from the Charlotte County Hospital.
 - (b) Thank you letter from Charlotte County Alternative Transportation Association (Charlotte Dial A Ride) dated May 12, 2017

COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
 - (a) Committee of Council Meeting – April 24, 2017
 - (b) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – May 10, 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

- (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” – Second Reading – Reading in its Entirety

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Canada 1st Basketball Inc. – Partnership Agreement
- (c) Canada 1st Basketball Inc. – Committee of Council
- (d) Canada 1st Basketball Inc. – Council Appointee
- (e) Town-Owned Surplus Properties – PID #'s 01301563 and 01301951 (38-42 King Street); 01301506 (46 King Street); and 01301787 and 01301712 (48-52 King Street); 01305705 (120 Milltown Boulevard); 01305812 (128-130 Milltown Boulevard); and 01305945 and 01306786 (136 Milltown Boulevard)
- (f) Placement of Bistro Tables and Chairs – Something’s Brewing Café
- (g) Placement of Bench – King Street
- (h) Out-of-Province Travel: Garcelon Civic Center Maintenance Staff
- (i) Approval of Event – International Homecoming Festival
- (j) Approval of Event – Rally in the St. Croix Valley – 6th Annual Motorcycle Rally
- (k) Eastern Charlotte Waterways Inc. – Partners for Climate Protection
- (l) Reappointments – St. Croix Public Library Board

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: June 26, 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 March 31, 2017 be received.

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

	Actual To Date For the Three Months Ending March 31, 2017	Budget For the Year Ending December 31, 2017	Remaining	Percentage Used
Revenue				
Taxes	1,344,062	5,376,249	\$4,032,187	25%
Services Provided to Other Governments	37,917	223,920	186,003	17%
Sale of Services	201,430	502,854	301,424	40%
Other Revenue From Own Sources	48,854	182,833	133,979	27%
Unconditional Grants	406,721	1,626,871	1,220,150	25%
Conditional Transfers	0	4,200	4,200	0%
Other Transfers	278,267	1,179,723	901,456	24%
Total Revenue	2,317,251	9,096,650	6,779,399	25%
Expenditure				
General Government Services	199,158	1,015,865	816,707	20%
Protective Services	588,383	2,396,686	1,808,303	25%
Transportation Services	530,988	1,945,426	1,414,438	27%
Environmental Health Services	49,614	246,661	197,047	20%
Environmental Development Services	34,160	305,064	270,904	11%
Recreational and Cultural Services	359,299	1,869,246	1,509,947	19%
Fiscal Services	128,377	1,309,702	1,181,325	10%
Other	2,893	8,000	5,107	36%
Total Expenditures	1,892,872	9,096,650	7,203,778	21%
Surplus (Deficit)	\$424,379	\$0		

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

	Actual To Date For the Three Months Ending March 31, 2017	Budget For the Year Ending December 31, 2017	Remaining	Percentage Used
Revenue				
Sale of Service	\$501,870	\$2,024,625	\$1,522,755	25%
Other Revenue From Own Service	50,788	200,300	149,512	25%
Other Transfers	25,834	136,066	110,232	19%
Total Revenue	578,492	2,360,991	1,782,499	25%
Expenditures				
Water Supply	236,354	1,140,096	903,742	21%
Sewerage Collection and Disposal	154,543	722,839	568,296	21%
Fiscal Services	15,496	498,056	482,560	3%
Total Expenditures	406,393	2,360,991	1,954,598	17%
Surplus (Deficit)	\$172,099	\$0		

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

PAID BILLS

THAT the paid bills in the amount of \$1,220,091.95 (one million, two hundred and twenty thousand, and ninety-one dollars and ninety-five cents) be received.

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

Visa:

MARCH 2017

Allan MacEachern (Gen Gov't: Meal for Streets Crew that Worked
Overtime during a Storm) 187.21

APRIL 2017

Allan MacEachern (Transmission & Distribution: Equipment Purchase;
Gen Gov't: Doctor Recruitment) 2,785.54

Derek O'Brien (Civic Center: Max Galaxy Program Monthly Fee, Arena
Staff Training; Gen Gov't: Doctor Recruitment, Civic Relations) 1,411.59

Grand Total \$ 4,384.34

Town of St. Stephen
BNK4 - Civic Center Bank Account
Cheques from 000001 to 000019 dated between 05/01/2017 and 05/31/2017

CHEQUE REGISTER

Printed: 1:39:50PM 06/05/2017

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Number	Issued	Amount	SC	Status	Status Date
000018	05/18/2017 TOWN OF ST. STEPHEN 44000.00**	44,000.00 44,000.00	A/P	OUT-STD	05/18/2017
	GG-TREASURY-TRANSFER FROM G				
	Cheque Totals Issued:	44,000.00			
	Void:	0.00			
	Total Cheques Generated:	44,000.00			
	Total # of Cheques Listed:	1			

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of St. Stephen
BNK1 - General Bank Account
Cheques from 000001 to 020184 dated between 05/01/2017 and 05/31/2017

CHEQUE REGISTER

Printed 1:40:26PM 06/05/2017

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Number	Issued	Amount	SC	Status	Status Date
018973	05/25/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY252017* GG-SERIES"AW"-INTEREST	5,391.75 5,391.75	A/P	OUT-STD	05/25/2017
018983	05/19/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY192017 GG-SERIES"BD"-INTEREST	1,161.50 1,161.50	A/P	OUT-STD	05/19/2017
018987	05/30/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY302017 GG-SERIES"BH"-INTEREST	5,158.75 5,158.75	A/P	OUT-STD	05/30/2017
018989	05/15/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY152017 GG-SERIES"BK"-INTEREST	3,905.75 3,905.75	A/P	OUT-STD	05/15/2017
018993	05/25/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY252017***** GG-SERIES"AW"-PRINCIPAL, DUE TR	237,000.00 237,000.00	A/P	OUT-STD	05/25/2017
018994	05/15/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY152017* GG-SERIES"BK"-PRINCIPAL	33,000.00 33,000.00	A/P	OUT-STD	05/15/2017
019978	05/04/2017 SHARPE'S LAWN CARE 88 RC-PLAYINGFIELDS-TURF MAINTEN	14,862.50 14,862.50	A/P	OUT-STD	05/04/2017
019979	05/01/2017 HERITAGE COURT HOLDINGS LIMITED RC000025014 GG-TOWNHALL-LEASE-MAY 2017	5,417.62 5,417.62	A/P	OUT-STD	05/01/2017
020032	05/03/2017 ACCT #903240047015 APRIL2017 VOLUNTEER FIRE MEMBERSHIPS D	280.00 280.00	A/P	OUT-STD	05/03/2017
020033	05/03/2017 ACCT 8025-280 APRIL2017 LOCAL 770 UNION DUES-APRIL/17	1,237.17 1,237.17	A/P	OUT-STD	05/03/2017
020034	05/03/2017 BELL MOBILITY INC. 52388948717CC CC-ADMIN-CELL PHONE CHARGES 52388948717GENGOV GG/PS/TS/PS-CELL PHONE CHARGE	1,005.13 173.72 831.41	A/P	OUT-STD	05/03/2017
020035	05/03/2017 CHRISTINA TAPLEY WORKSAFEWORKSHOP1 GG-CIVIC-WORKSAFE WORKSHOP 7	44.11 44.11	A/P	OUT-STD	05/03/2017
020036	05/03/2017 CNH CAPITAL IN83989 TS-#18- ELBOWS	445.57 445.57	A/P	OUT-STD	05/03/2017
020037	05/03/2017 COCA COLA REFRESHMENTS CANADA COMPANY 68805605 CC-CANTEENS-POP FOR UPPER AN	519.41 519.41	A/P	OUT-STD	05/03/2017
020038	05/03/2017 Derek O'Brien APRIL2017 GG-CAO-MONTHLY VEHICLE ALLOV	350.00 350.00	A/P	OUT-STD	05/03/2017
020039	05/03/2017 MINISTER OF FINANCE APRIL2017 EMPLOYEE DEDUCTIONS-APRIL/17	986.00 986.00	A/P	OUT-STD	05/03/2017
020040	05/03/2017 O'CONNELL MIKE APRIL2017 RC-RECREATIONDIR-MONTHLY VEH	200.00 200.00	A/P	OUT-STD	05/03/2017
020041	05/03/2017 RECREATION NB 2017-007 RC-RECREATION- REGISTERED OR	287.50 287.50	A/P	OUT-STD	05/03/2017
020042	05/03/2017 SANDRO'S CATERING APRIL27282017 GG-LUNCH-ALL DEPARTMENTS TRU	372.60 372.60	A/P	OUT-STD	05/03/2017
020043	05/03/2017 SHANNON MICHAEL WEEK182017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	05/03/2017
020044	05/03/2017 SOUTHWEST NEW BRUNSWICK SERVICE COMMIS 2017-02 GG-CIVIC-COLLABORATIVE & REGK	3,497.75 3,497.75	A/P	OUT-STD	05/03/2017
020045	05/03/2017 ST. STEPHEN UTILITY DEPT. APRIL2017 EMPLOYEE DEDUCTIONS-APRIL/17	40.00 40.00	A/P	OUT-STD	05/03/2017
020046	05/03/2017 THYSSENKRUPP ELEVATOR (CANADA) LIMITED 1208366 CC-ELEVATOR EMERGENCY CALL C	709.32 709.32	A/P	OUT-STD	05/03/2017

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020048	05/03/2017 MINISTER OF FINANCE WEEK182017	209.30 209.30	A/P	OUT-STD	05/03/2017
	EMPLOYEE DEDUCTIONS-APRIL 20-				
020049	05/03/2017 SELDON SMITH & SONS LIMITED 60618	1,017.00 1,017.00	A/P	OUT-STD	05/03/2017
	CC-COOLINGTOWER-REPLACE FILL				
020050	05/10/2017 BORDER INVESTIGATIONS & SECURITY INC. 14535*	3,220.00 3,220.00	A/P	OUT-STD	05/10/2017
	PS-BYLAW-APRIL/17 FEE				
020051	05/10/2017 CIBC MELLON GLOBAL SECURITIES NBMF0216002 APRIL2017	24,809.68 24,809.68	A/P	OUT-STD	05/10/2017
	GG-MUNCIPALPLAN-APRIL/17				
020052	05/10/2017 Derek O'Brien APRILTRAVEL17	668.55 668.55	A/P	OUT-STD	05/10/2017
	GG-CAO-APRIL TRAVEL/17				
020053	05/10/2017 FUNDY BUILDING INSPECTION & DRAFTING SERVIC 17-024	2,018.25 2,018.25	A/P	OUT-STD	05/10/2017
	PS-BUILDINGINSPECTOR-APR 16-2				
020054	05/10/2017 IRVING ENERGY DISTRIBUTION AND MARKETING 129236	6,606.55 838.83	A/P	OUT-STD	05/10/2017
	TS-STG-GAS				
	430390	4,767.72			
	TS-STG-GAS				
020055	05/10/2017 IRVING OIL LTD. 327393	904.75 36.00	A/P	OUT-STD	05/10/2017
	TS-#23-GAS				
	327398	72.05			
	TS-#24-GAS				
	327403	94.00			
	TS-#23-GAS				
	327407	49.00			
	TS-#12-GAS				
	327411	67.00			
	TS-#102-GAS				
	327619	85.20			
	TS-#200-GAS				
	331849	61.95			
	TS-#1-GAS				
	339041	84.50			
	TS-#24-GAS				
	339227	62.75			
	TS-#105-GAS				
	340120	108.15			
	TS-#24-GAS				
	340940	65.00			
	TS-#3-GAS				
	345335	119.15			
	TS-#24-GAS				
020056	05/10/2017 Jason St. Peter FIRECONFERENCE	642.00 500.00	A/P	OUT-STD	05/10/2017
	PS-FIRE-FIRE CONFERENCE (LEADI				
	FIRSTAIDINSTRUCTORS	142.00			
	PS-FIRE-FIRST AID INSTRUCTORS (
020057	05/10/2017 JEREMY MC SHANE Q-PLEX VISIT	124.20 124.20	A/P	OUT-STD	05/10/2017
	CC-ARENA-TO LOOK AT ICE FLOOR				
020058	05/10/2017 K-LINE CONSTRUCTION LTD. 01-0004747	4,842.21 4,842.21	A/P	OUT-STD	05/10/2017
	TS-STG-KING ST PEDESTRIAN SIGN				
020059	05/10/2017 MINISTER OF FINANCE WEEK192017	209.30 209.30	A/P	OUT-STD	05/10/2017
	EMPLOYEE DEDUCTIONS-MAY 07-1				
020060	05/10/2017 N. B. ELECTRIC POWER 1012610617	24,324.37 25.92	A/P	OUT-STD	05/10/2017
	TS-XINGLIGHTS-KING STREET				
	17935200APR17	51.31			
	TS-KING/UNIONST-TRAFFIC LIGHTS				
	19055406APR17	1,369.09			
	RC-ARENA-ELECTRICITY				
	50660140APR17	25.93			
	RC-PARKS-ROTARY CHANGING RO				
	54187672APR17	53.56			
	TS-KING/QUEENST-TRAFFIC LIGHTS				
	54253127APR17	21,350.82			
	CC-BUILDING-ELECTRICITY				
	54853258APR17	71.61			
	TS-KING/SUPERSTORE-TRAFFIC LI				
	55917471APR17	75.62			
	TS-STG-WATERFRONT LIGHTS				
	57955782APR17	27.27			
	RC-PARKS-BANDSTAND IN CHOCOL				
	57955808APR17	146.67			
	GG-120MILLTOWNBLVD-ELECTRICT				
	73008038APR17	1,128.57			
	RC-LIBRARY-ELECTRICITY				

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020061	05/10/2017 RICHARDSON JEFF 105.93 PS-FIRE-WATER FOR TRUCKS, DRY	105.93 105.93	A/P	OUT-STD	05/10/2017
020062	05/10/2017 RICHARDSON JOSEPH BEYONDHOSE&HELMETS PS-FIRE-BEYOND HOSE AND HELMI	500.00 500.00	A/P	OUT-STD	05/10/2017
020063	05/10/2017 SHANNON MICHAEL WEEK192017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	05/10/2017
020065	05/10/2017 Town of St. Stephen 588 GG-TREASURY-FUND TRANSFER T	105.00 105.00	A/P	OUT-STD	05/10/2017
020066	05/10/2017 BILL EULOTH FIRSTAIDINSTRTRAIN PS-FIRE-FIRST AID INSTRUCTOR TF	30.00 30.00	A/P	OUT-STD	05/10/2017
020067	05/10/2017 CNH CAPITAL IN83982 TS-#16-BRAKE ASSEMBLY PINS IN83985 TS-#16-10' MOLDBOARD	1,448.60 -474.28 1,922.78	A/P	OUT-STD	05/10/2017
020068	05/18/2017 ACKLANDS - GRAINGER INC. 9409103133 PS-FIRE- SCBA FLOW/BENCH TEST,	850.16 850.16	A/P	OUT-STD	05/18/2017
020069	05/18/2017 BELL ALIANT 08336721APR17 TS-AIRPORT-LANDLINE PHONE	157.25 157.25	A/P	OUT-STD	05/18/2017
020070	05/18/2017 CHARLOTTE COUNTY FALL FAIR 2017GRANT GG-CVIC-2017 GRANT	1,000.00 1,000.00	A/P	OUT-STD	05/18/2017
020071	05/18/2017 Derek O'Brien APRILPETTYCASH17 GG-CAO-APRIL/17 PETTY CASH REII	286.02 286.02	A/P	OUT-STD	05/18/2017
020072	05/18/2017 FRANK G GODSOE CHARTERED ACCOUNTANT 1102 GG-TREASURY-ACCOUNTING SUPP 1129 GG-TREASURY-ACCOUNTING SUPP 1131 GG-TREASURY-ACCOUNTING SUPP 1132 GG-TREASURY-ACCOUNTING SUPP 1136 GG-TREASURY-ACCOUNTING SUPP 1137 GG-TREASURY-ACCOUNTING SUPP 1138 GG-TREASURY-ACCOUNTING SUPP 1140 GG-TREASURY-ACCOUNTING SUPP 1141 GG-TREASURY-ACCOUNTING SUPP	3,358.00 884.94 457.70 90.16 25.78 1,181.40 57.98 83.72 721.28 45.08	A/P	OUT-STD	05/18/2017
020073	05/18/2017 FUTURE STARS CAMPS CAMP2017 RC-RECREATION-SWIMMING CAMP	5,175.00 5,175.00	A/P	OUT-STD	05/18/2017
020074	05/18/2017 GREAT-WEST LIFE ASSURANCE COMPANY APRIL132017UNI* GG-HEALTH&DENTALAPR/17PREMI// MAY112017UNI GG-MAY24-JUN23/17PREMIUMS-UNI	2,909.69 88.73 2,822.86	A/P	OUT-STD	05/18/2017
020075	05/18/2017 IRVING ENERGY DISTRIBUTION AND MARKETING 817156 TS-ST5-DIESEL	280.51 280.51	A/P	OUT-STD	05/18/2017
020076	05/18/2017 IRVING OIL LTD. 329025 TS-ST5-GAS 338832 TS-ST5-GAS 339182 TS-ST5-GAS 339898 TS-ST5-GAS	205.05 59.00 62.40 58.00 25.65	A/P	OUT-STD	05/18/2017
020077	05/18/2017 JULIE LORD SWIMWEAR CC-POOL-SWIM WEAR	91.87 91.57	A/P	OUT-STD	05/18/2017
020078	05/18/2017 KONICA MINOLTA BUSINESS SOLUTIONS (CANADA) 244899146 GG-TOWN HALL- PHOTOCOPIER M/	96.57 96.57	A/P	OUT-STD	05/18/2017
020079	05/18/2017 KONICA MINOLTA 6328950 GG-TOWN- COPIER LEASE- MAY/17	400.78 400.78	A/P	OUT-STD	05/18/2017

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020080	05/18/2017 MARK MARIMON BUILDINGPERMITREFUND PS-BUILDINGINSPECTOR-BUILDING	25.00 25.00	A/P	OUT-STD	05/18/2017
020081	05/18/2017 MCINNES COOPER 2017008108 GG-LEGAL-GENERAL	422.19 422.19	A/P	OUT-STD	05/18/2017
020082	05/18/2017 MEDAVIE BLUE CROSS 99017UNION GG-HEALTH&DENTALJUN/17PREMI 99709MAN GG-HEALTH&DENTALPREMIUMSJI	15,486.73 9,203.25 6,283.48	A/P	OUT-STD	05/18/2017
020083	05/18/2017 MINISTER OF FINANCE WEEK202017 EMPLOYEE DEDUCTIONS-MAY 14-2	209.30 209.30	A/P	OUT-STD	05/18/2017
020084	05/18/2017 MINISTER OF FINANCE 11368891APR17 GG-TOWNHALL-LANOLINE PHONES 113786688APR17 PS/TS199UNIONST-LANDLINE PHON 11395944APR17 PS-FIRE-LANDLINE PHONES 15772965APR17 RC-REC/POOL-LANDLINE PHONES 45435731APR17 RC-PARKS-CHOCOLATE PARK CAM	3,089.79 1,472.94 355.16 928.75 232.95 99.99	A/P	OUT-STD	05/18/2017
020085	05/18/2017 NEW BRUNSWICK COMMUNITY COLLEGE 160341 GG-HUMANRESOURCES-ELECTROI	310.60 310.50	A/P	OUT-STD	05/18/2017
020086	05/18/2017 PAYROLL TRANSFER WEEK192017 GG-TRANSFER-APRIL 28-MAY 11/17	66,174.00 66,174.00	A/P	OUT-STD	05/18/2017
020088	05/18/2017 PROCOM DATA SERVICES INC. 2016013535 GG-TREASURER-PAYROLL YEAREN	57.44 57.44	A/P	OUT-STD	05/18/2017
020089	05/18/2017 RECEIVER GENERAL FOR CANADA WEEK192017 GG-REMITTANCE-APRIL 28-MAY11/1	31,500.01 31,500.01	A/P	OUT-STD	05/18/2017
020090	05/18/2017 SHANNON MICHAEL WEEK20117 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	05/18/2017
020091	05/18/2017 THE COURIER WEEKEND 7454 GG-TOWNHALL-WEEKEND SUBSCR	66.15 66.15	A/P	OUT-STD	05/18/2017
020092	05/18/2017 THE SAINT CROIX COURIER 17427 GG-TOWN HALL- COURIER SUB 201	66.15 66.15	A/P	OUT-STD	05/18/2017
020093	05/18/2017 UPS CANADA LTD. 987080022 GG-SNOWFLAKEDECORATIONS-DE	237.72 237.72	A/P	OUT-STD	05/18/2017
020094	05/18/2017 ALLAN MACEACHERN 43.80 GG-MAYOR-SEA CADETS	43.80 43.80	A/P	OUT-STD	05/18/2017
020095	05/18/2017 GREAT-WEST LIFE ASSURANCE COMPANY MAY112017MAN GG-MAY24-JUN23/17PREMIUMS-MA	2,152.30 2,152.30	A/P	OUT-STD	05/18/2017
020102	05/18/2017 SERVICE NEW BRUNSWICK PID0123609017 GG-GRAVELPIT-MAXWELL CROSSIN PID0125291517 GG-VACANTLANDBYTRACKS-CHUR PID0125744317 GG-VACANTLAND-UPPER MILLS RD PID0125821917 GG-AIRPORTFACILITIES-172 RTE 17 PID0126102317 GG-MILLTOWNTOWNDUMPSITE-MC PID0126249217 GG-TIMBERLAND-CHURCH ST EXTE PID0126265817 GG-GRAVELPIT, LAND-BURNT HILL F PID0127478017 GG-RIGHTOFWAY(CORECONST-WE PID0127725017 GG-VACANTLAND-VALLEY RD PID0128337317 GG-LANDONLY,BOATLANDING-RIVE PID0129705017 GG-OLDDUMPSITE-ELM ST PID0129830417 GG-PARKLAND-183 MILLTOWN BLVI PID0129948617 GG-PARKLAND-MILLTOWN BLVD	66,335.55 285.64 50.33 137.97 2,319.62 176.96 23.41 183.04 8.19 101.16 25.97 138.94 75.44 68.02	A/P	OUT-STD	05/18/2017

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	PID0130013617	GG-PARKLAND&GARDENS-268 MILL	375.96			
	PID0130150617	GG-NARROWCOMMERCIALLOT-46 F	429.37			
	PID0130156317	GG-VACANTCOMMERCIALLOT-42 KI	477.08			
	PID0130171217	GG-VACANTCOMMERCIALLOT-48&5	436.91			
	PID0130173817	GG-PARKINGLOT-UNION ST	948.32			
	PID0130185117	GG-VACNON/RESLOT-38 KING ST	874.99			
	PID0130418717	GG-BEHINDSPCABLDG-PRINCE WIL	536.11			
	PID0130560617	GG-GAZEBO&PARK-68 MILLTOWN E	419.69			
	PID0130561417	GG-ENTRYTOPARKINGAREA-MILLT	220.54			
	PID0130570517	GG-COMM BLDG&LOT-120 MILLTOW	3,927.96			
	PID0130581217	WS-RETAIL,APARTMENT&LOT-128-1	1,728.56			
	PID0130594517	GG-VACANTCOMMERCIALLOT-138 F	347.15			
	PID0130598817	GG-VACANTPARKLAND-MILLTOWN	42.25			
	PID0130604217	GG-VACANTCOMMERCIALLOT-50 M	880.21			
	PID0130609117	GG-TOWN HALL & LOT-32 MILLTOW	1,436.01			
	PID0130626517	GG-RCMPOFFICE<-16 HAWTHOR	6,371.40			
	PID0130678817	GG-VACANTCOMMERCIALLOT-134 F	535.32			
	PID0130734717	GG-VACANTLAND-PRINCE WILLIAM	213.95			
	PID0130778417	GG-VACANTEXCESSS/DLAND-REAF	197.17			
	PID0130837817	GG-FORMERLYFARMLAND-BOUND	310.41			
	PID0130907917	GG-VACANTLOT-QUEENSWAY WAY	140.98			
	PID0131069717	GG-LOTRIVERSDIE/PLEASANT-PLE	53.17			
	PID0131149717	GG-VACANTLOT-PLEASANT ST	112.54			
	PID0131197617	GG-VACANTLOT-RIVERSIDE DR	13.60			
	PID0131249517	GG-REMNANTTRIANGULARPARCEL	4.58			
	PID0131273517	GG-VACANTLAND-CHURCH ST	132.36			
	PID0131301417	GG-MILLTOWNPARK/TENNISCRT-QI	423.43			
	PID0133329317	GG-PLAYGROUNDLOTS#53&54-ABB	47.00			
	PID0133693217	GG-ELMPARK/PARK-ELM PARK	86.57			
	PID0133713817	GG-MUNICIPALBLDG&LAND-199 UNI	12,033.59			
	PID15001938	GG-RESTAURANT & LOT - 1 BUDD A	8,348.90			
	PID15001969	GG-ROTARY FIELD-QUEEN ST W	32.15			
	PID15001985	GG-SMALL PARK AT COVE-COVE LC	80.38			
	PID15002710	GG-TIMBERLAND-ROYRÉE RD	43.24			
	PID1501233917	GG-VACANTLOT-PRINCESS ST	210.24			
	PID1502190017	GG-WATER LOT-UPRIVER OF BRIDC	66.16			
	PID1502191817	GG-COMMERCIAL WATER LOT-SOU	3,528.64			
	PID1502354217	GG-THELMA KILPATRICK P/GRD-HA	77.91			
	PID1502521617	GG-BLDG, POOL & LOT-COTTON MI	2,483.30			
	PID1503516517	GG-VACANTLOT-RTE 170	73.49			
	PID1503516517*	GG-REARLANDINTOWN-RTE 170 DE	17.31			
	PID1504034817	GG-TIMBERLAND&FORMER DUMP-4	147.70			
	PID1504131217	GG-VACANTLOT-41 BUDD AVE	77.19			
	PID1505360617	GG-BIA PARKING LOT-MILLTOWN BI	4,121.89			
	PID1505362217	GG-BIA PARKING DEWOLFE-KING S	266.86			
	PID1508856017	GG-FUTURE STREET-BOUNDARY S'	12.36			
	PID1509021017	GG-VACANT LOT 94-3-PROGRESS C	370.61			
	PID1509381817	GG-PARKING&VACANTCOMMLND-B	992.43			
	PID1510479717	GG-PARKLAND-177 MILLTOWN BLVI	116.72			
	PID1510754317	GG-GREEN AREA ALONG R/R-PROG	33.06			

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	PID1514573317	GG-VACANTLAND98-4-PROGRESS I			
	PID1514574117	GG-VACANTLAND-PROGRESS DRIV			
	PID1514942017	GG-VACANTLAND-PROGRESS DRIV			
	PID1515175617	GG-GREENAREA-PROGRESS DR			
	PID1515304217	GG-(GREENSPACE)-REAR BELL AVI			
	PID1516268817	GG-VACANTLAND-OFF OF BREWER			
	PID1516307417	GG-BEAVERPOND-MCDOUGALL BR			
	PID1516800817	GG-VACANTSHORELOT-TODD ST			
	PID1517085517	GG-VACANTSTRIP@ROAD-PROGRE			
	PID1517361017	GG-LANDFORPUBLIC PURPOSES-M			
	PID1517590417	GG-SALMONFALLSLOT06-1-DEVELC			
	PID1517810617	GG-VACANTLOT-CHURCH ST			
	PID1517811417	GG-VACANTLOT/SMALL-CHURCH S			
	PID1517813017	GG-VACANTLOT07-5-WAS 122 CHUF			
	PID1517814817	GG-VACANTLOT07-6-WAS 124 CHUF			
	PID1517815517	GG-VACANTLOT07-4-CHURCH ST			
	PID1518500217	GG-VACANTLOT-BILLTOWN BLVD			
	PID1518785117	GG-CIVICCENTERPOOLAREA-22 BU			
	PID1519371717	GG-VACANTCOMMLAND(HAYMAN)-			
020103	05/25/2017 ALLAN MACEACHERN	28.80	A/P	OUT-STD	05/25/2017
	28.80	GG-MAYOR-MEETING MILEAGE			
020104	05/25/2017 ATLANTIC BUNKER GEAR SERVICES	805.98	A/P	OUT-STD	05/25/2017
	7865	PS-FIRE-CLEANING & INSPECTION			
		805.98			
020105	05/25/2017 ATLANTIC TRACTORS & EQUIPMENT LTD.	2,424.68	A/P	OUT-STD	05/25/2017
	9011451475	TS-#13- HOSE			
		87.73			
	9011464178	TS-#13- TIE ROD NUTS			
		15.13			
	9011466185	TS-#13- TIE ROD			
		785.83			
	9100443402	TS-#13- CHECK RIDE CONTROL			
		1,140.26			
	9100443403	PS- #205- REPAIR ENGINE			
		395.61			
020106	05/25/2017 BELL ALIANT	157.09	A/P	OUT-STD	05/25/2017
	06336721JUN16	PM-AIRPORT-LANDLINE PHONE			
		157.09			
020107	05/25/2017 BRIGGS PLUMBING INC.	368.02	A/P	OUT-STD	05/25/2017
	112508	PM-5 KINGS- PLUGGED SEWER			
		327.75			
	112653	TS-SHOP- BALL VALVES, 1/4" BUSHI			
		41.27			
020108	05/25/2017 BRUNSWICK NEWS INC	94.30	A/P	OUT-STD	05/25/2017
	1705929	PS-FIRE- FIRE DEPT/EARTH DAY			
		94.30			
020109	05/25/2017 CANADIAN TIRE	931.58	A/P	OUT-STD	05/25/2017
	N16408362	TS-#12- MOTOMASTER			
		195.49			
	N16408389	TS-#24- OIL			
		91.89			
	N16408391	TS-SHOP- PROPANE, SOLDER GUN			
		86.67			
	N16408395	PS-FIRE-HOSE REEL			
		149.49			
	N16410898	TS-SHOP- CAR CHARGER			
		34.49			
	N16412104	CC-ARENA-BOOTS AND GLOVES FC			
		122.98			
	N16412120	RC-RECREATION-WAX, LACES, TAP			
		90.29			
	N16412138	CC-ARENA-BATTERIES FOR CLOCK			
		9.14			
	N16412142	TS-SHOP- CAR CHARGER, USB CAE			
		32.68			
	N16412144	PS-FIRE- SNAP KNIFE, BLADES			
		29.29			
	N16412161	CC-POOL-6A HAMMER DRILL			
		103.45			
	N18412169	RC-PARKS- BBQ LIGHTER			
		5.73			
020110	05/25/2017 CARR'S TRANSMISSION 2000 LTD.	1,674.57	A/P	OUT-STD	05/25/2017

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Town of St. Stephen
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Number	Issued		Amount	SC	Status	Status Date
	23318	TS-#438- TRANSMISSION REPAIR	1,574.57			
020111	05/25/2017 CHANDLER		2,654.20	A/P	OUT-STD	05/25/2017
	1556639	PS-FIRE- 4 PAGERS	2,654.20			
020112	05/25/2017 CINTAS CANADA LIMITED		487.31	A/P	OUT-STD	05/25/2017
	5007597671	TS-SHOP-FIRST AID SUPPLIES	229.77			
	5007597672	PS-FIRE-FIRST AID SUPPLIES	257.54			
020113	05/25/2017 CLONEY CONSTRUCTION INC.		575.00	A/P	OUT-STD	05/25/2017
	00299	PM-LIBRARY-SNOW REMOVAL FROI	575.00			
020115	05/25/2017 CREIGHTON-CARTER LTD.		1,126.33	A/P	OUT-STD	05/25/2017
	961-425933	TS-SHOP- ARO PLUGS	17.65			
	961-426031	TS-SHOP- T-SHIRT WIPERS	29.95			
	961-426047	TS-#12- BARRICADE FUEL HOSE	6.41			
	961-426245	TS-#1- TAILGATE HANDLE	117.37			
	961-426265	TS-SHOP- SET SCREWS, PUNCH	16.68			
	961-426382	TS-S#22- HYDRAULIC HOSES, INST	32.20			
	961-426600	TS-SHOP- THREAD CAPS	29.90			
	961-426782	TS-SHOP- SET SCREW, PUNCH	16.68			
	961-427080	TS-SHOP-GUN WASH	73.84			
	961-427532	TS-#12- BRACKET HANGERS	30.19			
	961-427586	TS-SHOP- S D DRILLS	253.78			
	961-427591	PS-#22- RADIATOR CAP	10.91			
	961-427638*	TS-#31- HYDRAULIC HOSES, COUPL	81.45			
	961-427776	TS-#34- HYDRAULIC HOSE, COUPLI	248.64			
	961-427785	TS-#22- HD AIR FILTER	88.64			
	961-427886	TS-#21- GREEN ETCH PRIMER	44.37			
	961-427995	TS-SHOP- ROLOC 3 24	27.67			
020116	05/25/2017 DAVIS FUELS LTD.		2,783.76	A/P	OUT-STD	05/25/2017
	158480	TS/PS- 199 UNION STREET- HEATIN	554.32			
	158550	TS/PS-199 UNION ST- HEATING FUE	485.67			
	158585	TS/PS- 199 UNION STREET- HEATIN	554.58			
	158616	TS/PS-199 UNION STREET- HEATIN	381.55			
	341940	TS-SHOP- FLUID H3 19L	807.64			
020117	05/25/2017 DEMPSEY'S PLUMBING & HEATING		69.00	A/P	OUT-STD	05/25/2017
	1952	CC-POOL-REPLACED CARTRIDGE IF	69.00			
020118	05/25/2017 DEREK MCNIECE PROMOTIONS		308.84	A/P	OUT-STD	05/25/2017
	1705	PS-FIRE-PROMOTIONAL ITEMS	308.84			
020119	05/25/2017 DOT LARSEN		20.34	A/P	OUT-STD	05/25/2017
	SNEAKERS2017	PS-CROSSWALKGUARD-SNEAKERS	20.34			
020120	05/25/2017 ELECTRIC MOTOR SERVICE CO.		1,086.75	A/P	OUT-STD	05/25/2017
	18723705-00	CC-POOL-BOILER INTERGRATED C	1,086.75			
020121	05/25/2017 ENBRIDGE GAS NEW BRUNSWICK		6,612.28	A/P	OUT-STD	05/25/2017
	2017042601008-1016227-0	CC-BUILDING-NATURAL GAS	6,612.28			
	00					
020122	05/25/2017 FUNDY BUILDING INSPECTION & DRAFTING SERVI		4,805.75	A/P	OUT-STD	05/25/2017
	17-023	PS-BUILDINGINSPECTOR-APR 02-1	2,484.00			
	17-026	PS-BUILDINGINSPECTOR-APR 30-M	2,121.75			
020124	05/25/2017 IRVING ENERGY DISTRIBUTION AND MARKETING		1,488.77	A/P	OUT-STD	05/25/2017
	285544	CC-BUILDING-NATURAL GAS	1,488.77			
020125	05/25/2017 KEITH'S BUILDING SUPPLIES		338.03	A/P	OUT-STD	05/25/2017
	180116	PS-FIRE-SUPPLIES	338.03			

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Number	Issued	Amount	SC	Status	Status Date
020127	05/25/2017 MCINNIS COOPER 2016030341 GG-LEGAL-LAND PURCHASE	1,124.05 1,124.05	A/P	OUT-STD	05/25/2017
020128	05/25/2017 MICHELLE VEST 55.28 CC-LOWERCANTEEN-SUPPLIES	55.28 55.28	A/P	OUT-STD	05/25/2017
020129	05/25/2017 MINISTER OF FINANCE WEEK212017 EMPLOYEE DEDUCTIONS-MAY 21-2	209.30 209.30	A/P	OUT-STD	05/25/2017
020130	05/25/2017 MURAL MOSAIC INC 1707 GG-CIVIC-CANADA 150 MURAL MOS 1707CRE GG-CIVIC-REMAINDER OF CANADA	9,843.75 12,968.75 -3,125.00	A/P	OUT-STD	05/25/2017
020131	05/25/2017 NEW SYSTEM LAUNDRY & CLEANERS LTD. 372895 PM-RCMP-FLOOR MATS	95.36 95.36	A/P	OUT-STD	05/25/2017
020132	05/25/2017 PAYROLL TRANSFER WEEK212017 GG-TRANSFER-MAY 12-25/17	74,356.00 74,356.00	A/P	OUT-STD	05/25/2017
020133	05/25/2017 PETTY CASH APRIL17BANKADJ GG-PETTYCASH-BANK ADJUSTMEN APRIL192017* GG-TOWNHALL-BATTERIES	8.60 -0.01 8.61	A/P	OUT-STD	05/25/2017
020134	05/25/2017 RECEIVER GENERAL FOR CANADA WEEK212017 GG-REMITTANCE-MAY 12-25/17	34,847.65 34,847.65	A/P	OUT-STD	05/25/2017
020135	05/25/2017 RECREATION PEI MAOI TRAINING17 CC-ARENA-MAOI COURSE TRAININ	1,575.00 1,575.00	A/P	OUT-STD	05/25/2017
020136	05/25/2017 SHANNON MICHAEL WEEK212017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	05/25/2017
020137	05/25/2017 TIM TOZER MAY192017 GG-TREASURER-PRODUCTIVITY CC	106.20 106.20	A/P	OUT-STD	05/25/2017
020138	05/25/2017 TOWN OF ST. STEPHEN 5568.14 GG-TREASURY-TRANSFER TO GEN	5,568.14 5,568.14	A/P	OUT-STD	05/25/2017
020139	05/25/2017 UNIFIRST CANADA LTD. 7100091529 CC-BUILDING-FLOOR MATS	60.16 60.16	A/P	OUT-STD	05/25/2017
020141	05/31/2017 ALLAN MACEACHERN UMNB ZONE MEET GG-MAYOR-TRAVEL	28.08 28.08	A/P	OUT-STD	05/31/2017
020142	05/31/2017 ANDREW ROONEY 008 PS-FIRE- HEART AND STROKE FIRS	923.20 923.20	A/P	OUT-STD	05/31/2017
020143	05/31/2017 BELL ALIANT 47424130APR2017 CC-ADMIN-LANDLINE TELEPHONES 47424130MAR2017 CC-ADMIN-LANDLINE TELEPHONES	1,772.28 885.68 886.60	A/P	OUT-STD	05/31/2017
020144	05/31/2017 BELLBOY DRYCLEANERS 20-455820 CC-EVENTS-LINENS (ADDED TO WA	115.00 115.00	A/P	OUT-STD	05/31/2017
020145	05/31/2017 BELL MOBILITY INC. 523889487MAY17 GG/PS/FIRE/TS-CELL PHONE CHAR 523889487MAY17CC CC-CELL PHONE CHARGES	946.02 818.30 127.72	A/P	OUT-STD	05/31/2017
020146	05/31/2017 BRUNSWICK NEWS INC 1710370 GG-CIVIC-VACATION GUIDE, TOWN	2,628.47 2,628.47	A/P	OUT-STD	05/31/2017
020147	05/31/2017 FERRO WASTE & RECYCLING INC. 0001313832 GG-TOWN-ZONE II GARBAGE	3,777.12 3,777.12	A/P	OUT-STD	05/31/2017
020148	05/31/2017 FRANK G GODSOE CHARTERED ACCOUNTANT 1103 CC-TREASURY-ACCOUNTING SUPP 1128 CC-TREASURY-ACCOUNTING SUPP 1133 CC-TREASURY-YEAR END PROCED 1134 CC-TREASURY-ACCOUNTING SUPP	7,082.39 1,739.72 905.51 1,056.16 57.98	A/P	OUT-STD	05/31/2017

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Number	Issued		Amount	SC	Status	Status Date
	1135	CC-TREASURY-ACCOUNTING SUPP	2,080.12			
	1139	CC-TREASURY-ACCOUNTING SUPP	1,242.92			
020149	05/31/2017	FUNDY BUILDING INSPECTION & DRAFTING SERV	2,484.00	A/P	OUT-STD	05/31/2017
	17-035	PS-BUILDINGINSPECTOR-MAY 14-20	2,484.00			
020150	05/31/2017	HOVEY'S HUSKY SALES & SERVICE	205.10	A/P	OUT-STD	05/31/2017
	8421	TS-#29- CARB FOR MOTOR	205.10			
020151	05/31/2017	IRENE WATTS	81.08	A/P	OUT-STD	05/31/2017
	SNEAKERS2017*	PS-CROSSWALKGUARD-SNEAKERS	81.08			
020152	05/31/2017	KEITH'S BUILDING SUPPLIES	148.15	A/P	OUT-STD	05/31/2017
	163624	PS-FIRE- VAVLE BALL, PIPE JOINT C	47.01			
	163626	PS-FIRE- RECIP BLADE	59.75			
	163805	CC-ARENA-3.78L INT LAT SG WHITE	41.39			
020153	05/31/2017	KEM CANADA MFG	558.88	A/P	OUT-STD	05/31/2017
	112969	TS-SHOP- DEGREASER CLEANSER	558.88			
020156	05/31/2017	KENT BUILDING SUPPLIES	2,371.77	A/P	OUT-STD	05/31/2017
	10061843	TS-SHOP-KNOB	-9.18			
	10061866	TS-SHOP-KITCHEN FAUCET HANDLI	-50.26			
	1185156	TS-SHOP- GREAT STUFF TRIPLE, QI	33.35			
	1188501	CC- ARENA-MAINTENANCE SUPPLIE	30.76			
	1190117	TS-SHOP- PLYWOOD, KNOB, HINGE	82.39			
	1190268	TS-SHOP- SANDING BLOCK, HINGE	28.12			
	1190608	TS-SHOP- KITCHEN FAUCET HANDL	114.10			
	1191181	TS-SHOP- DAP 3.0 KITCHEN & BATH	24.89			
	1191198	TS-SHOP- CARTRIDGE	10.15			
	1191223	TS-SHOP- FAUCET	5.34			
	1191455	TS-SHOP- YELLOW STRIPE FABR, BF	25.10			
	1192018	TS-SHOP- GRAY PEEL & STICK, LIN	92.10			
	1192101	PS-FIRE- CONDUIT PVC	5.55			
	1192108	RC-PARKS- ELECTRIC TAPE, POWE	227.22			
	1193054	TS-SHOP- PAINT, ROLLER, UTILITY H	30.44			
	1193236	CC-ARENA-NAILS, BATTERIES, TIES	24.99			
	1193258	TS-SHOP- WALL MOULDING, CAP,	12.43			
	1193442	RC-PARKS- PAINT, 5"ANG POLY SET	143.46			
	1194444	TS-SHOP- GLUE	17.09			
	1196224	RC-HORT- FLOWER BED MATERIAL	580.70			
	1197094	RC-PARKS- PAINT, STAPLEGUN, ST.	203.55			
	1197409	RC-PARKS- HAND CLOTHES, PAINT	132.57			
	1199183	RC-PARKS-PAINT	14.95			
	1199293	RC-PARKS- PR20V MAX DRILL	228.85			
	1199451	TS-STREET LIGHTS- WIRE CONNEC	5.74			
	1199870	TS-STREET LIGHTS- RECEPTACLE,	18.49			
	1200516	RC-PARKS- SCREWS, NAILS, INSE	160.70			
	1201046	RC-PARKS- MGS SHAKENFEED, WEE	178.18			
020157	05/31/2017	KONICA MINOLTA BUSINESS SOLUTIONS (CANADA	186.98	A/P	OUT-STD	05/31/2017
	244999147	CC-ADMIN-PHOTOCOPIER USAGE C	185.98			
020158	05/31/2017	KONICA MINOLTA	87.92	A/P	OUT-STD	05/31/2017
	6328723	CC-ADMIN-PHOTOCOPIER LEASE M	87.92			
020159	05/31/2017	LIFESAVING SOCIETY - NB Branch	698.34	A/P	OUT-STD	05/31/2017
	1545	CC-POOL-SWIM LESSONS CRESTS	466.04			
	1557	CC-POOL-ALERT FOR NATIONALS C	232.30			

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Number	Issued	Amount	SC	Status	Status Date
020160	05/31/2017 LISA HANSON OUELLETTE 004 CC-POOL-SWIM FOR LIFE INSTRU'	1,121.99 1,121.99	A/P	OUT-STD	05/31/2017
020161	05/31/2017 LSW WEAR PARTS LTD. 45738 TS-ST5- SWEEPER BRUSHES	1,052.25 1,052.25	A/P	OUT-STD	05/31/2017
020162	05/31/2017 MARION JAMER NBAFC CONVENTION PS-FIRE-NBAFC CONVENTION 2017	382.80 382.80	A/P	OUT-STD	05/31/2017
020163	05/31/2017 MARITIME COFFEE SERVICE RC00048363, PS-FIRE- KITCHEN SUPPLIES	483.00 483.00	A/P	OUT-STD	05/31/2017
020164	05/31/2017 MARK'S COMMERCIAL 8377865 TS-ST5-CLOTHING ALLOWANCE	100.35 100.35	A/P	OUT-STD	05/31/2017
020165	05/31/2017 MAYFIELD GARDENS & LANDSCAPE 889 CC-CASE REAGENT X 3	1,098.25 1,098.25	A/P	OUT-STD	05/31/2017
020166	05/31/2017 MICMAC FIRE & SAFETY SOURCE LTD. NS-00842212 PS-FIRE- CLOTHING ALLOW NS-00842476 PS-FIRE- HOSES NS-00842658 PS-FIRE- NOZZLE FOR HAND PUMP	8,048.55 997.05 6,497.50 552.00	A/P	OUT-STD	05/31/2017
020167	05/31/2017 MIDLAND COURIER 09646396 PS-FIRE-TO ATLANTIC BUNKER GE/ 09648301 PS-FIRE- TO LEVITT SAFETY	95.99 57.49 38.50	A/P	OUT-STD	05/31/2017
020168	05/31/2017 MILLTOWN MACHINE & FABRICATION LTD. 18198 TS-#22- 1- 1/4 FLAT WASHERS 19227 TS-#21- 1/8 PLATE, LABOUR TO SHE 18240 TS-#21-HOT ROLLED ROUND BAR	182.37 18.77 89.22 54.38	A/P	OUT-STD	05/31/2017
020169	05/31/2017 MOFFITT DODGE CHRYSLER LTD. IM20971 TS-#304- RETAINE	25.92 25.92	A/P	OUT-STD	05/31/2017
020170	05/31/2017 MSC INDUSTRIAL SUPPLY ULC 1110290001 TS-SHOP- BUSHINGS, CAP SCREWS	154.82 154.82	A/P	OUT-STD	05/31/2017
020172	05/31/2017 N. B. ELECTRIC POWER 10126108MAY17 TS-XING LIGHTS- KING ST. 17935200MAY17 TS-KING/UNION ST- TRAFFIC LIGHT 18189205MAY17 RC-POOL-MILL LANE 18988703MAY17 TS/PS-199 UNION ST - ELECTRICITY 19051703MAY17 TS-AIRPORT-ELECTRICITY 19051801MAY17 TS-AIRPORT- ELECTRICITY 19055406MAY17 RC-ARENA- ELECTRICITY 218000030308MAY17 TS-ST5-AREA LIGHTS 50860140MAY17 RC-PARKS-ROTARY CHANGING RO/ 54187872MAY17 TS-KING/QUEEN ST - TRAFFIC LIGH 54253127MAY17 CC-BUILDING-ELECRICITY 54653258MAY17 TS-KING/SUPERSTORE TRAFFIC LIC 55160807MAY17 RC-COTTONMILL- LIGHTS 55917471MAY17* TS-ST5-WATER FRONT LIGHTS 57955782MAY17 RC-BANDSTAND IN CHOC PARK- EL 57955808MAY17 GG-120 MILLTOWN BLVD.- ELECTRIH 71315207MAY17 PM-RCMP- ELECTRICITY 72924308MAY17 RC-PARKS-BANDSTAND 73006038MAY17 RC-LIBRARY- ELECTRICITY 82122207MAY17 RCPARKS-BASKETBALL COURT 83278804MAY17 TS-ST5-PARKS SHED	37,593.26 26.61 40.70 365.08 1,588.47 248.37 52.81 1,040.18 11,762.87 28.61 41.84 19,818.61 71.67 72.40 75.33 27.81 48.04 1,037.08 201.22 749.29 54.86 73.28	A/P	OUT-STD	05/31/2017

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Number	Issued		Amount	SC	Status	Status Date
	84960501MAY17	RC-PARKS-RIVERSIDE DR. LIGHTS	174.53			
020173	05/31/2017 NBAFC		400.00	A/P	OUT-STD	05/31/2017
	2017C 56	PS-FIRE- NBAFC CONFERENCE MA'	400.00			
020174	05/31/2017 NEW SYSTEM LAUNDRY & CLEANERS LTD.		93.48	A/P	OUT-STD	05/31/2017
	382701	PM-RCMP- FLOOR MATS	46.74			
	384855	PM-RCMP- FLOOR MATS	46.74			
020175	05/31/2017 PITNEY WORKS		485.13	A/P	OUT-STD	05/31/2017
	APRIL132017	CC-ADMINISTRATION-POSTAGE	1.64			
	APRIL132017*	GG-TOWNHALL/FIRE-POSTAGE	483.49			
020178	05/31/2017 RECEIVER GENERAL FOR CANADA		2,881.87	A/P	OUT-STD	05/31/2017
	2016DEBITDDIFF	GG-TREASURY-2016 T4 SUMMARY	2,881.87			
020177	05/31/2017 SOS MARKETING		508.00	A/P	OUT-STD	05/31/2017
	5762841	PF-FIRE-DRAWSTING CINCH BAGS	506.00			
020178	05/31/2017 ST. STEPHEN'S UNIVERSITY		2,500.00	A/P	OUT-STD	05/31/2017
	MAY232017	GG-CIVIC-SUMMER ARTS FESTIVAL	2,500.00			
020179	05/31/2017 SYSCO HALIFAX		387.11	A/P	OUT-STD	05/31/2017
	8896587	CC-CANTEEN-COFFEE AND SLUSH	387.11			
020180	05/31/2017 FRANK G GODSOE CHARTERED ACCOUNTANT		431.48	A/P	OUT-STD	05/31/2017
	1071	GG-TREASURY-ACCOUNTING SUPP	431.48			
020181	05/31/2017 MICMAC FIRE & SAFETY SOURCE		5,185.35	A/P	OUT-STD	05/31/2017
	NB-00842276	PS-FIRE- FLAME FIGHTER KHAKI BL	5,185.35			
020182	05/31/2017 SHANNON MICHAEL		371.91	A/P	OUT-STD	05/31/2017
	WEEK222017	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
020183	05/31/2017 MINISTER OF FINANCE		209.30	A/P	OUT-STD	05/31/2017
	WEEK222017	EMPLOYEE DEDUCTIONS-MAY 28-JI	209.30			
		Cheque Totals Issued:	833,267.51			
		Void:	0.00			
		Total Cheques Generated:	833,267.51			
		Total # of Cheques Listed:	144			

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Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 006505 dated between 05/01/2017 and 05/31/2017

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Number	Issued	Amount	SC	Status	Status Date
006142	05/25/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA May252017A WS-SERIES"AW"-INTEREST	1,092.00 1,092.00	A/P	OUT-STD	05/25/2017
006143	05/25/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY252017b WS-SERIES"AW"-PRINCIPAL	48,000.00 48,000.00	A/P	OUT-STD	05/25/2017
006153	05/15/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY152017A WS-SERIES"BK"-INTEREST	14,094.25 14,094.25	A/P	OUT-STD	05/15/2017
006158	05/15/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA MAY152017B WS-SERIES"BK"-PRINCIPAL	120,000.00 120,000.00	A/P	OUT-STD	05/15/2017
006468	05/03/2017 BELL MOBILITY INC. 52388948717UTI WS/SCD-CELL PHONE CHARGES	690.33 690.33	A/P	OUT-STD	05/03/2017
006469	05/03/2017 CUSTOM EMBROIDERY PLUS 375 WS-TRANS&DIST- ST. STEPHEN WC	49.04 49.04	A/P	OUT-STD	05/03/2017
006470	05/10/2017 CLONEY CONSTRUCTION INC. 00298 WS-TRANS&DIST- REPAIR DAMAGE	419.75 419.75	A/P	OUT-STD	05/10/2017
006471	05/10/2017 N. B. ELECTRIC POWER 53123817APR17 SCD-ST5-DECHLORINATION CHAME 53158875APR17 SCD-ST5-BUDD AVE LIFT STATION 54807440APR17 WS-ST5-158A MILLTOWN BLVD LIFT 56356048APR17 SCD-ST5-18 RIVERSIDE DR LIFT S 61204008APR17 SCD-ST5-2216 KING ST LIFT STAT 61236008APR17 WS-ST5-BUDD AVE LIFT STATION	6,296.54 171.88 3,336.53 33.40 34.89 105.77 1,612.07	A/P	OUT-STD	05/10/2017
006472	05/10/2017 TOWN OF ST. STEPHEN 57267.12 WS-TREASURY-GENERAL OPS FUN	57,267.12 57,267.12	A/P	OUT-STD	05/10/2017
006473	05/10/2017 SAINT JOHN LABORATORY SERVICES LTD. 361-17 SCD-DISPOSAL-WWTP LAB TESTS	1,123.03 1,123.03	A/P	OUT-STD	05/10/2017
006474	05/10/2017 WARREN PAYNE ESTATE 2017RIGHTOFWAY WS-UTILITY-2017 RIGHT OF WAY AC	50.00 50.00	A/P	OUT-STD	05/10/2017
006475	05/18/2017 MINISTER OF FINANCE <i>(handline Phones)</i> 11366812APR17 WS-SOURC-PUMP STATION 19002807APR17 SCD-DISPOSAL-OLD BAY WWTP	305.38 136.39 168.99	A/P	OUT-STD	05/18/2017
006476	05/18/2017 XPLORNET INV17453983 WS-MAXWELLCROSSING-SATELLIT	85.09 85.09	A/P	OUT-STD	05/18/2017
006477	05/18/2017 SERVICE NEW BRUNSWICK PID0125814417 WS-SEWAGETREATMENT&WOODL- PID0126103117 WS-HOUSE,BLDGS&WOODLAND-M/ PID0126119717 WS-RIGHT-OF-WAY-OLD BAY RD PID0126130417 WS-LAND&PUMPHOUSE-MAXWELL PID0127041217 WS-RESEVOIRSITE-ST DAVID RIDGI PID0127734217 WS-LITTLELAKEDAM-RTE 3 PID0130812117 WS-WATERRESERVOIRLOT-PLEAS, PID0130934317 WS-VACANTLOT-MILLTOWNBLVD PID0131195017 WS-FORMERPOLSITE-334 MILLTOW PID1502875617 WS-SEWERAGETREATMENTPLANT PID1516357917 WS-VACANTLOT-MILLTOWN BLVD PID1517570617 WS-LOT&R/RRW-BUDD AVE	15,227.71 7,135.24 3,717.48 12.36 659.21 310.92 127.97 324.19 70.50 463.13 1,978.24 66.78 361.68	A/P	OUT-STD	05/18/2017
006478	05/25/2017 A"PLUS" AUTO GLASS & UPHOLSTERY 24115 WS-TRANS&DIST-LED LIGHT STRIP:	31.05 31.05	A/P	OUT-STD	05/25/2017
006479	05/25/2017 AIR LIQUIDE CANADA INC.	72.02	A/P	OUT-STD	05/25/2017

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of St. Stephen
 BNK2 - Utility Bank Account
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CHEQUE REGISTER

Printed: 1:43:34PM 06/05/2017

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Number	Issued		Amount	SC	Status	Status Date
	86802509	WS-SHOP- ARGON, CARBON DIOXIE	72.02			
006480	05/25/2017	ATLANTIC PURIFICATION SYSTEMS LTD.	3,266.00	A/P	OUT-STD	05/25/2017
	162360	SCD-DISPOSAL- HQ40D DUAL INPU	3,266.00			
006481	05/25/2017	BERNARD MCFARLANE	2,539.32	A/P	OUT-STD	05/25/2017
	19	WS-MAXWELLCROSSING-UTILITY B	415.19			
	252017	WS-MAXWELLCROSSING-ELECTRIC	722.48			
	28	WS-MAXWELLCROSSING-3 WELDEI	292.90			
	29	WS-MAXWELLCROSSING-WIRE BO	169.82			
	312017	WS-MAXWELLCROSSING-HEATER,	332.48			
	35	WS-MAXWELLCROSSING-THERMO	606.45			
006482	05/25/2017	BRIGGS PLUMBING INC.	83.85	A/P	OUT-STD	05/25/2017
	112677	WS-TRANS&DIST- INSTALL OUTSIDE	83.85			
006483	05/25/2017	CANADIAN TIRE	972.45	A/P	OUT-STD	05/25/2017
	N16102296	WS-TRANS&DIST- CLEANING TOOL	68.66			
	N16410900	SCD-DISPOSAL- HOSE CLAMPS	86.73			
	N16412054	WS-#105- ALIGNMENT	91.99			
	N16412127	SCD-#9- SC BIKE SHIFTER	10.34			
	N16412132	WS-TRANS&DIST- LADDER, GARBA	165.52			
	N16412136	WS-TRANS&DIST- BIT, PLATE ST. RI	26.43			
	N16412140	SCD-DISPOSAL- UTILITY PUMP	137.99			
	N16412149	WS-SOURCE-GLOVES, DRILL	269.77			
	N16412155	WS-SOURCE-HINGES	8.04			
	N16412160	WS-SOURCE- BATTERIES, SPRAY 9	32.17			
	N16412162	WS-TRANS&DIST- TAPE, BUTTCNC1	42.40			
	N16412173	SCD-DISPOSAL- BATTERY	12.41			
006484	05/25/2017	CANADIAN SPRINGS	3.45	A/P	OUT-STD	05/25/2017
	9921691883	WS-TRANS&DIST- INVOICE PRINT CI	3.45			
006485	05/25/2017	CARR'S TRANSMISSION 2000 LTD.	500.00	A/P	OUT-STD	05/25/2017
	23318*	WS-#438- TRANSMISSION REPAIR	500.00			
006486	05/25/2017	CINTAS CANADA LIMITED	65.23	A/P	OUT-STD	05/25/2017
	5007597870	WS-TRANS&DIST- FIRST AID SUPPL	65.23			
006487	05/25/2017	CREIGHTON-CARTER LTD.	218.11	A/P	OUT-STD	05/25/2017
	961-427068	WS-#105- STORE MIX, LOW VOC AC	211.32			
	961-427294	WS-#105-CLIPS FASTENERS	6.79			
006488	05/25/2017	CUSTOM EMBROIDERY PLUS	78.66	A/P	OUT-STD	05/25/2017
	376	WS-TRANS&DIST- CLOTHING ALLOW	78.66			
006489	05/25/2017	EMCO CORPORATION	6,952.72	A/P	OUT-STD	05/25/2017
	12503975-00	WS-TRANS&DIST- 250MM BIONAX C	1,127.17			
	12503976-00	WS-TRANS&DIST- COUPLINGS	1,401.00			
	12504037-00	WS-TRANS&DIST- LINE PRUDE DEC	408.16			
	12504072-00	WS-TRAN&DIST- BALL VLVS, CRNR	2,367.60			
	12504072-01	WS-TRANS&DIST- COUPLINGS, 3/4 I	185.32			
	12504072-02	WS-TRANS&DIST- SERV TEES	243.95			
	12504102-00	WS-TRANS&DIST- ADAPTER	115.00			
	12504109-00	WS-TRANS&DIST- DS SDL 982, DS S	280.82			
	12504121-00	WS-TRANS&DIST- MUD PLUGS	432.40			
	12504121-01	WS-TRANS&DIST- MUD PLUGS	393.30			
006490	05/25/2017	NULANTIC WATER INC.	20,527.50	A/P	OUT-STD	05/25/2017
	NUI00258	SCD-DISPOSAL-CHEMICAL INDUCTI	20,527.50			

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CHEQUE REGISTER

Printed: 1:43:34PM 06/05/2017

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Number	Issued	Amount	SC	Status	Status Date
006491	05/25/2017 RECEIVER GENERAL	1,980.29	A/P	OUT-STD	05/25/2017
	19 WS-MAXWELLCROSSING-UTILITY B	319.37			
	252017 WS-MAXWELLCROSSING-ELECTRIC	555.75			
	28 WS-MAXWELLCROSSING-3 WELDEI	232.30			
	29 WS-MAXWELLCROSSING-WIRE BO>	130.62			
	31 WS-MAXWELLCROSSING-HEATER,	255.75			
	35 WS-MAXWELLCROSSING-THERMO&	466.50			
006492	05/25/2017 TOWN OF ST. STEPHEN	1,813.18	A/P	OUT-STD	05/25/2017
	1813.18 WS-TREASURY-TRANSFER TO UTIL	1,813.18			
006493	05/25/2017 TOWN OF ST. STEPHEN	5,391.17	A/P	OUT-STD	05/25/2017
	5391.17 WS-TREASURY-FUND TRANSFER TI	5,391.17			
006494	05/31/2017 BELL MOBILITY INC.	715.78	A/P	OUT-STD	05/31/2017
	523889487MAY17UTI WS/SCD-CELL PHONE CHARGES	715.78			
006495	05/31/2017 FULTON AUTO RECYCLERS	908.50	A/P	OUT-STD	05/31/2017
	23105 WS-#105- REAR DOOR ASSEMBLY	908.50			
006496	05/31/2017 KEITH'S BUILDING SUPPLIES	34.37	A/P	OUT-STD	05/31/2017
	183343 WS-TRANS&DIST- TREADED COPPE	34.37			
006497	05/31/2017 KENT BUILDING SUPPLIES	1,965.81	A/P	OUT-STD	05/31/2017
	1167399 WS-SOURCE-DOOR, PINE, CRNRBLI	458.33			
	1181405 WS-SOURCE- VALUE STUDS	35.88			
	1187499 WS-SOURCE- FAUCET, QUIKRETE F	164.36			
	1190074 WS-TRANS&DIST- 1X6X10 BOARD	10.05			
	1190095 WS-SOURCE- ANCR/SHEILD W/SCR	51.16			
	1190583 WS-TRANS&DIST-PLYWOOD, FAUCI	315.53			
	1181058 WS-TRANS&DIST- BOLTS	4.50			
	1181338 WS-TRANS&DIST- KITCHEN & BATH	27.98			
	1183108 WS-SOURCE- PAILS	32.05			
	1183772 WS-TRANS&DIST- BITS	69.07			
	1183991 WS-SOURCE- SHWR/ESSENCE 36",	796.90			
006498	05/31/2017 MARK'S COMMERCIAL	267.87	A/P	OUT-STD	05/31/2017
	8353884 WS-TRANS&DIST- CLOTHING ALLOV	51.74			
	8354901 WS-TRANS&DIST- CLOTHING ALLOV	60.91			
	8375217 WS-TRANS&DIST- CLOTHING ALLOV	155.22			
006499	05/31/2017 MILLTOWN MACHINE & FABRICATION LTD.	498.69	A/P	OUT-STD	05/31/2017
	19196 SCD-DISPOSAL- LABOUT TO MACHI	212.75			
	19220 WS-#105- 1/8 X 4 X 8 PLATE	285.94			
006501	05/31/2017 N. B. ELECTRIC POWER	21,192.11	A/P	OUT-STD	05/31/2017
	36889807MAY17 WS-3-119- MAXWELL XING BLDG - E	833.30			
	50228902MAY17 WS-MAXWELL XING- PUMPS	607.99			
	52557428MAY17 SCD-218 OLD BAY RD - WWTP ELEC	9,378.63			
	53123617MAY17 SCD-STS-DECHLORINATION CHAME	146.71			
	53158875MAY17 SCD-STS- BUDD AVE LIFT STATION	4,034.88			
	53473043MAY17 WS-SOURCE-CHLORINE RESIDUAL	50.40			
	54807440MAY17 WS-STS-158A MILLTOWN BLVD - LIF	31.11			
	56356048MAY17 SCD-STS- 18 RIVERSIDE DR. - LIFT S	32.64			
	61204006MAY17 SCD-DISPOSAL - 2-216 KING ST. LIF	211.74			
	61224002MAY17 SCD-STS-358A MILLTOWN BLVD. LIF	1,846.23			
	61230004MAY17 WS-MAXWELL XING- PUMPS	2,528.87			
	61236008MAY17 WS-STS- BUDD AVE LIFT STATION	807.04			
	76138807MAY17 SCD-STS- 54 RIVERSIDE DR.- LIFT S	119.29			

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CHEQUE REGISTER

Printed: 1:43:34PM 06/06/2017

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Number	Issued		Amount	SC	Status	Status Date
	82291005MAY17	WS-SOURCE- RESERVOIR ELECTRI	302.42			
	84834906MAY17	SCD-STS- 6-5&A RIVERSIDE DR- LIF	113.29			
	84843408MAY17	WS-STS- TODD HILL RESERVOIR	149.57			
006502	05/31/2017	NOVA FIRE EQUIPMENT LTD. 17209	680.92 680.92	A/P	OUT-STD	05/31/2017
006503	05/31/2017	PITNEY WORKS APRIL132017***	1,867.29 1,867.29	A/P	OUT-STD	05/31/2017
006504	05/31/2017	PAUL ANO KELLY HARRELL <i>(Utility Payments in Error)</i>	2,333.82	A/R	OUT-STD	05/31/2017
Cheque Totals Issued:			338,440.10			
Void:			0.00			
Total Cheques Generated:			338,440.10			
Total # of Cheques Listed:			40			

- Partial payment was made on Invoice

** - Name on Check was modified

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

COMMUNICATION FOR INFORMATION FILE

THAT Communication for Information, note and file, be adopted.



Town of St. Stephen
RECEIVED
MAY 24 2017

St. Croix Branch No. 9
Royal Canadian Legion
43 Queen St, St. Stephen, NB E3L 2K2
stcroix9rcl@gmail.com
506 466 2470

May 2017

Dear *Town of St Stephen*

On behalf of St. Croix Branch #9, Royal Canadian Legion and the 100th Anniversary of the Battle of Vimy Ridge Commemoration Committee, we like to extend our sincere appreciation for your participation and/or assistance for our parade and service on Vimy Day April 9th, 2017.

As we continue to enjoy the many freedoms we have living here in Canada, it is more relevant today than ever before that we remember those brave men and women who fought, were wounded or gave their lives during the Battle of Vimy Ridge proving that as Canadians, when we pull together as a team, we are the sum of many pieces building a stronger Canada.

Despite the wars and conflicts that followed, we are still one: one people, one country, Canada.

Lest We Forget

Yours in Comradeship,

*Charleen Bodley, CD
for*

Wayne Spires, President
Darren McCabe, Chair of Vimy Committee

Received
MAY 24 2017
Town of St. Stephen



Town of St. Stephen
RECEIVED
JUN 08 2017

Dear Partner,

On behalf of the Canadian Cancer Society and the organizing committee, I want to thank you for your contribution to the 2017 St Stephen Relay For Life.

A total of 12 teams and approximately 130 survivors participated in this year's event raising over \$21,000! Thanks to your support, we were able to celebrate survivors, remember loved ones touched by cancer and fight back against the disease.

When you raise money for the Canadian Cancer Society, you help make a difference in the lives of people living with cancer in your area. How do you know? Each cancer survivor you see at the Relay For Life is a testament to the progress we have made against this disease. Today, more than 60% of Canadians who have been diagnosed with cancer survive at least five years after diagnosis. In 1940, this percentage was about 25%. We know more about what causes cancer and how best to treat it. But we know that the battle is far from won. With your continued support, the Canadian Cancer Society will continue to fund the best, most promising research.

In addition to research, the Canadian Cancer Society has made great strides in preventing cancer and supporting people living with cancer. The money your company donates allows us to help people who are fighting cancer in YOUR community. We provide the programs, services, information and support they so desperately need. Thousands of families benefit from our services every year. Thank you for helping us to support them. Without you, none of this would be possible.

Sincerely,
Brianna Starkey
Manager, Relay For Life



Town of St. Stephen
RECEIVED
MAY 31 2017

Pal-o-Mine Fundraiser 2017

May 18th, 2017

Dear Supporting Local Business:

Thank you for supporting this important fundraiser for Chocolate Fest 2017. Your cooperation and partnership is fundamental to the success of the festival and truly appreciated.

We have **40** locations across St Stephen that will also be participating in selling our Pal-o-Mine bars along with yourself. Along with this letter you should also have:

- a box of Pal-o-Mine bars; **36** bars per box
- an envelope to use when collecting funds
- a sign that can be set inside the box (price facing out)

We are proud to partner with the Vocational Centre again in 2017, who will be generously donating their time to distribute boxes, and collecting the funds on a monthly basis. We ask that you please call the Vocation Centre if you require a re-stock before the month is complete, you can find their number listed on the back of the sign we have provided.

Each bar is **\$2.00**, and we ask that you kindly do your best to keep track of the selling and payment for bars as best as possible. We appreciate your efforts in assisting in making this a profitable fundraiser for our beloved community festival.

If you have any questions, please do not hesitate to contact me.

Best Regards,

KateLyn Rodas

Oversight Manager
Chocolate Festival

RESOLUTION NO.: _____

DATE: June 26, 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 June 14, 2017 be approved as circulated.

COMMITTEES MEETING
WEDNESDAY, JUNE 14, 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* – six (6) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

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

CARRIED

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE

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

2. APPROVAL OF AGENDA

It was MOVED by Councillor Harding and SECONDED by Deputy Mayor Carr 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) Report of the Finance Department – The report of the Finance Department was received and reviewed.
- (iii) Garcelon Civic Center Ice Floor Covering – The memo from the Treasurer dated June 2, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, June 26, 2017 to transfer \$10,715.13 from the Capital Reserve, representing the balance remaining as a result of funds received from the Regional Development Corporation (RDC) and Atlantic Canada Opportunities Agency (ACOA).
- (iv) Cheque Register for month of May 2017 - The memo from the Assistant Treasurer dated June 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, June 26, 2017.

POLICE AND FIRE - Chaired by Councillor Harding

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

Corporal Scott MacKenzie was in attendance in the absence of Sergeant Peter Stubbs.

Corporal MacKenzie advised that statistics resulting from the radar trailer set up for a period of time on Prince William Street will be available at a future meeting. He further advised that a recent drug seizure took place in Tower Hill.

- (ii) Report of the Fire Department – The report of the Fire Department was received and reviewed.
- (iii) Purchase of Combi Tool – The memo from the Fire Chief dated June 7, 2017 was received and reviewed. Council agreed with the Fire Chief's recommendation that the town purchase the tool as an unbudgeted item, which would remain as town property even after the volunteers of the Fire Department reimburse the town the net expense adjusted after the refundable portion of HST. A motion will be considered at the next Regular Session of Council on Monday, June 26, 2017.
- (iv) Report of the By-Laws Office – The report of the By-Law Enforcement Officer was received and reviewed.

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

- (i) Report of the Building Inspection Office – The reports (March and April) of the Building Inspection Office were received and reviewed.
- (ii) Report of the Development / Property Management Office – The report of the Development / Property Management Office was received and reviewed.
- (iii) Application for Peddler's License – The application from Frank Day (Frank's Fried Dough) was received and reviewed.

Council will consider a motion at the next Regular Session on Monday, June 26, 2017 to approve the issuance of the peddler's license.

- (iv) Request from St. Stephen Farmers' Market – Musical Entertainers – The letter from the President dated June 6, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, June 26, 2017 to grant permission for musical entertainers at the market on any given Friday until the market ends on Friday, September 29, 2017 with the understanding that any nearby business shall have priority should it wish to request a musical event on the same day.

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.

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Wheaton

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

The Chief Administrative Officer outlined the many upcoming events, during which some members of Council asked about promotion and communication of events to the community in order to increase awareness.

- (ii) Dr. W. F. Ganong Statue Project – David Ganong, a member of the Steering Committee, presented a proposal to develop a statute honouring the incredible contribution to New Brunswick by William Francis Ganong and made the following three (3) requests of Council:

- permission to place the statute on the river bank in front of the Garcelon Civic Center and for the Town to install and maintain it;
- to act as the nonprofit “proponent” of the project on Provincial and Federal funding applications; and,
- approve an application to have the site declared a Provincial Heritage Place under the *Heritage Conservation Act* which would enhance the ability to raise funds.

Council will consider a motion at the next Regular Session on Monday, June 26, 2017 to approve the project in principle, and also approve an application for submission to the province for possible approval to have the site declared a Provincial Heritage Place.

- (iii) Nominate your Canada 150 Community Leader in NB Southwest – The information from Karen Ludwig, MP was received and reviewed.

Council agreed to provide names, along with the required information, to Councillor Wheaton, who in turn will send them along to Karen Ludwig's office prior to the close of nominations on June 30, 2017.

- (iv) Approval of Event – The letter from the St. Stephen Artists Gathering 2017 dated May 12, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, June 26, 2017 to grant permission to hold a summer music festival between July 26 – 30, 2017 at various locations.
- (v) Approval of Event – The letter from the Chair, Charlotte County Fall Fair, dated May 26, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, June 26, 2017 to grant permission to hold the 2nd annual Scarecrow Lamp Post Decorating Contest on Milltown Boulevard, King Street, Budd Avenue, and in the David Alison Ganong Chocolate Park with decorating between August 30 – September 2, and dismantling between September 26 – September 30.
- (vi) Approval of Event – The letter from the Pastor, Old Ridge United Pentecostal Church dated May 27, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, June 26, 2017 to grant permission to hold three (3) services in the David Alison Ganong Chocolate Park.
- (vii) Approval of Event – The letter from the Oversight Manager of Chocolate Festival dated June 6, 2016 with attached list of events was received and reviewed, and a motion will be considered at the next Regular Session of

Council on Monday, June 26, 2017 to grant permission to hold Chocolate Fest.

- (viii) International Homecoming Festival – Further to Council approval at last month's meeting, the letter from the Canadian Co-Chair dated June 5, 2017 was received and reviewed, for information only, outlining the list of events to date.
- (ix) Potential Awards for Volunteerism – Chief Administrative Officer Derek O'Brien advised that a citizen had requested that the town recognize a certain resident for his dedicated volunteerism, and that the town should, as was done in past years, recognize individuals.

After discussion, it was the decision of Council not to pursue volunteer awards as there are so many dedicated volunteers and it would be too difficult to choose; therefore, Council directed the Chief Administrative Officer to recommend to the citizen that she deal directly with the province on an award, and possibly an NB Day merit award.

PUBLIC WORKS – Chaired by Councillor Hyslop

- (i) Report of the Public Works Department – The Director of Operations report was received and reviewed.
- (ii) Tender Results – Street Improvements 2017 – Milltown Boulevard (Church Street to Pleasant Street) – Dillon Project No. 17-5649; NBDTI Project No. 17-E149 – The recommendation from Dillon Consulting Limited dated June 12, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, June 26, 2017 to award the tender to Maguire Excavating Ltd., being the low tenderer.

As noted in the recommendation, the municipal portion of the tender includes 7.8 square metres of reinforced concrete sidewalk at an estimated cost of \$1,053.00, including HST. The sidewalk is adjacent to an existing crosswalk across from the school bus loop and is currently constructed of asphalt pavement. Rather than restore it with asphalt as a Department of Transportation and Infrastructure cost and left "as is", Council agreed with the estimated unbudgeted expenditure of \$1,053.00, including HST, and a motion will be considered at the next Regular Session on Monday, June 26, 2017 authorizing concrete replacement.

5. **DELEGATIONS/PRESENTATIONS**

There were no delegations/presentations.

6. **NEW BUSINESS**

No new business.

7. ADJOURNMENT

The meeting moved into closed session at 7:05 p.m. and returned to open session at 9:20 p.m., at which time it was **MOVED** by Deputy Mayor Carr and **SECONDED** by Councillor Parker that the meeting adjourn at 9:20 p.m.

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEES MEETING
WEDNESDAY, JUNE 14, 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* – six (6) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

OPEN COMMITTEES MEETING

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

FINANCE AND ADMINISTRATION – Chaired by Deputy Mayor Carr

- (i) Report of the Chief Administrative Officer
- (ii) Report of the Finance Department
- (iii) Garcelon Civic Center Ice Floor Covering – Memo from Treasurer dated June 2, 2017 attached.
- (iv) Cheque Register for month of May 2017 – Memo from Assistant Treasurer dated June 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) Purchase of Combi Tools – Memo from Fire Chief dated June 7, 2017 with attachment:
 - Invoice
- (iv) Report of the By-Laws Office

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

- (i) Report of Building Inspection Office
- (ii) Report of the Development / Property Management Office
- (iii) Application for Peddler's License – Completed application from Frank Day (Frank's Fried Dough) attached.
- (iv) Request from St. Stephen Farmers' Market - Musical Entertainers – Letter from the President dated June 6, 2017 attached.

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) Dr. W. F. Ganong Statue Project – Proposal from Steering Committee attached.
- (iii) Nominate your Canada 150 Community Leader in NB Southwest – Information from Karen Ludwig, MP attached.
- (iv) Approval of Event – Letter from St. Stephen Artists Gathering 2017 dated May 12, 2017 attached.
- (v) Approval of Event – Letter from Chair, Charlotte County Fall Fair, dated May 26, 2017 attached.
- (vi) Approval of Event – Letter from Pastor, Old Ridge United Pentecostal Church dated May 27, 2017 attached.
- (vii) Approval of Event – Letter from Oversight Manager of Chocolate Festival dated June 6, 2016 with attachment.
 - List of Events
- (viii) International Homecoming Festival – Letter from Canadian Co-Chair dated June 5, 2017 attached.
- (ix) Potential Awards for Volunteerism – Chief Administrative Officer Derek O'Brien will speak to it.

PUBLIC WORKS – Chaired by Councillor Hyslop

- (i) Report of the Public Works Department
- (ii) Tender Results – Street Improvements 2017 – Milltown Boulevard (Church Street to Pleasant Street) – Dillon Project No. 17-5649; NBDTI Project No. 17-E149 – Recommendation from Dillon Consulting Limited dated June 12, 2017 attached.

5. DELEGATIONS/PRESENTATIONS

6. NEW BUSINESS

7. ADJOURNMENT

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

STAFF REPORTS

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

Report to Mayor and Council – May 2017

UNB Human Resource Management Course	Completed the eighth module "Training and Development" May 8 and 9, and the ninth module "Performance Management" May 17 and 18. This is the end of the program and a certificate of successful completion is filed.
Administration	<ul style="list-style-type: none">• Health and Safety Committee meets monthly and will review site inspections.• Management Team meeting – May 30.
Community Events / Presentations	<ul style="list-style-type: none">• The Chocolate Museum Exhibit opening, May 4.• Department of Transportation and Infrastructure Announcement – paving on Route 3, May 19.• NB Tourism Meeting, St. Andrews, May 19.• Chamber of Commerce Business Mixer, May 25.• John Howard Society dinner, May 26.• United Way Board Meeting, May 25 and project tour on May 30.• St. Croix Vocational Open House, May 30.
Infrastructure Projects	<p>The Town is working closely 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.</p> <p>Milltown Boulevard (Route 170) from Church Street to Pleasant Street</p> <ul style="list-style-type: none">• This project is reduced in scope due to the hire costs of construction and materials.• Asphalt along the parking areas needs to be replaced.• The design includes parallel parking in key locations versus along the entire road.• The tender opened on May 31 and will close on June 9. <p>Department of Transportation and Infrastructure announced paving for Route 3 from Maxwell Crossing to the traffic circle on King Street.</p>
Vacation	June 28 – July 5, 2017.

Memo

To: Derek O'Brien, CAO

From: Tim Tozer, Treasurer

Date: 02 June 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).
 - B) Accounts Payable processing (Verification and daily input of invoices, and payment of amounts owed by the Town).
 - C) Payroll processing (Bi-weekly 74 employees, Monthly 33 employees, Quarterly 1 employee, Bi-yearly 7 employees, Total 115 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 June 30, 2016.
- 2) Council and Department Heads Statements of Revenue and Expenditures to April 30, 2017.
- 3) Preparation and review of information for Committee and Council packages.
- 4) Computer server maintenance.
- 5) Meetings:
 - A) Tender Opening-May 8, 2017.
 - B) Committee Meeting-May 10, 2017.
 - C) Payroll Webinar-May 11, 2017.
 - D) CPA Seminar-May 18, 2017.
 - E) Department Head Meeting-May 30, 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 Milltown Customs Office).
 - 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 April 30, 2017.

- C) Capital budget-In Progress.

- D) 2016 and 2017 month ends and working papers for audit-In Progress.

- E) Multiple HST remittances-In Progress.

- F) Jumpstart processing-In Progress.

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

Public Works Report May 2017

Lee Johnson, Director of Operations, June 02,2017

1: **Water system:**

- a) Finished flushing Water Mains.
- b) Repaired 6 Meters.
- c) Installed 4 new Meters.
- d) Repaired 6 Water Laterals.
- e) Repaired 1 Water Main.

2: **Streets:**

- a) Swept streets and Sidewalks.
- b) Picked up Leaves and Twigs.
- c) Cold Patched pot holes.

3: **Waste Water:**

- a) Flushed 16 Sewer Mains.
- b) Cleaned 10 Catch Basins.
- c) Rodded 2 Sewer Laterals.
- d) Videoed 3 Sewer Laterals.

4. **Project Updates:**

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

Final paving operations are scheduled for the week of June 5th, 2017 with line painting to follow later in June. This will complete the project.

Combined Sewer Separation and Utility Renewal –Elm Park – Project No. 164847

Construction commenced in early May at the lower end of Pinewood Drive and is nearing the lower Elm Park/Pinewood intersection.

Water Main and Utility Renewal (Milltown Boulevard) – Project No. 175356

A preconstruction meeting was held with the contractor on June 1, 2017. The anticipated start date is June 12, 2017. Public notification regarding the construction will occur the week of June 5, 2017.



Town of St. Stephen



Canada's Chocolate Town

Report of Parks & Recreation Dept. May 2017

Parks

- New nets for basketball court have been put up.
- Public washrooms at library are open for the season.
- Parks students are all hired and have begun work. List attached.
- LS Training is all set-up and all summer staff are working their way through the modules.
- Elm Nature Park committee was successful on obtaining a grant.
- Soccer and baseball fields are all open for the season.
- We are ordering some much needed infield mix to add to a couple fields.

Pool

- Staff have begun cleaning and getting building ready for opening.
- Pool is all ready to go, and staff training will begin 1st of June.
- We will open on June 19th to the public.

Recreation

- The Wall of Fame banquet was held on May 13th, and went very well.
- Working on developing a Can Skate program for the Garcelon Civic Center.
- Working on our 6th Annual Fun Run
- Hockey programs continue to be busy at the Arena during the Spring months. We are working hard to develop programming to bring in revenue all year long.

- There is a group of youth coming from Florida for a week long hockey camp, and will be playing local teams throughout the week.
- There is an adult group of hockey players coming to play hockey against a local team over the Canada Day weekend.
- Continue to work on Jumpstart applications.

Meetings

- FRPA
- Sport NB
- RNB
- Dept Head
- CC Staff
- Jumpstart
- Wall of Fame
- Charlie Bourgeois – Summer Hockey
- Alison Van Guelpen – Learn to Skate Program
- Ganong Nature Park

Michael O'Connell
Director, Parks and Recreation



Town of St. Stephen



Canada's Chocolate Town

Summer Students 2017

Horticulture:

1. Alesha Baxter
2. Sydney Nordstrom
3. Courtney Cunningham

Parks Crew:

1. Eric Johnson
2. Kyle Moore

Mowing Crew:

1. Dan McShane
2. Brandon Belyea
3. Chris March
4. Ryan Hanson

St. Stephen Fire Department

Report for May 2017

Alarms were : Town Alarms 9

Out of Town Alarms 4

13

1. Alarms are described as being :

	# of Firefighters	# of hours
1. Assist AMB NB 3—1-child stuck in a chair	9	9
– 1- lift assist	4	4
- 1- cardiac arrest	11	11
2. Smoke in a building --2	26	39
3. Motor Vehicle Accident 5	62	73
4. Alarm System Activations 3	33	39

Calls dispatched for the period of this report 66

Fire Department Activities

1. Monthly Meeting of the Fire Department
2. Firefighter/ Chaplain Marion Jamer presented the Road to Mental Readiness seminar to the department
3. Four members participated in an exercise with Brunswick Pipeline. Exercise was located in Elmsville. Our participation was through the fire dispatch.
4. Meeting of the Fundy Firefighters Association in Oak Bay.
5. Training session held on the departments "Social Media Policy " and the "Workplace Harassment Policy".
6. Capt. Jason St. Peter and Capt. Joe Richardson attended the "Beyond Hoses and Helmets" seminar. This seminar deals with issues on an officer level such as "tactical management, strategic management, retaining and recruiting staff, managing transition, managing change, team building and marketing and branding ".

7. Vehicle Extrication Training using a school bus with rear impact by a quarter ton truck and side impact by a car. Some of the objectives were: scene safety, patient care, stabilization, hydraulic rescue tools vs. reciprocating saws.
8. More training/orientation for new members

Fire Chiefs Activities

1. Meetings: fire department

Committee

Management

Brunswick Pipeline

Fundy Firefighters Assoc.

- 2 . Training – Brunswick Pipeline

Vehicle Extrication

Orientation

Presented the Social Media and Workplace Harassment Training

The exercise with the High School and NB Southern Railroad is tentatively scheduled for September---.

TOWN of ST. STEPHEN

By-Law Enforcement

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

May REPORT

2017

To: CAO - Town of St. Stephen

Please find enclosed my report for May By-Law -Enforcement.
We handled 26 calls.

CATEGORY	DETAIL	FOLLOW UP
Assist Other Dept. (1)	Met with the street dept to fix and erect 2 hr parking signs on Milltown Blvd.	<i>This was done without incident</i>
Assist General Public (6)	<i>Comp. of Smoking at the Market</i> <i>Lady called about putting a spa in her home as she has moved from her current location</i>	Spoke to Gary Sturgeon about this and he spoke to the vendor involved. Issue has been dealt with. Informed her of the process that needs to be taken.
	<i>Comp. of portable shelter blocking windows at an apartment building</i>	Fire chief will investigate .

<p>Parking (10)</p>	<p><i>Gentleman called about the size of frontage required on a lot.</i></p> <p><i>Comp .of loud music during the day</i></p> <p><i>Inquiry about the keeping of chickens, and ducks.</i></p> <p><i>Comp of garbage strewn about on Pleasant St.</i></p> <p><i>Warnings for parking on Blvd. (3)</i></p> <p><i>Parking concerns in the area of businesses near ferry point bridge.</i></p> <p><i>Ticket numbers 0516, 0517,0519, & 0520. Have all been paid.</i></p>	<p>Information was passed on</p> <p>Lady would not leave name or location. Concluded here.</p> <p>Chickens «ok ducks not.</p> <p>Letter has been sent to property owner.</p> <p>Will continue to monitor the area.</p> <p>Have spoke to the owners of the businesses and hopefully their concerns have been dealt with</p> <p>Files concluded</p>
<p>(3)</p>	<p><i>We have an ongoing complaint about a resident in town that is refusing to remove their refuse from the property, and the area residents are becoming concerned.</i></p>	<p><i>We are looking into ways to rectify this before it gets out of hand.</i></p>

Dog Complaints (1)	<i>Barking dog on Pleasant St.</i>	Passed onto animal control.
------------------------	------------------------------------	-----------------------------

REPORT OF THE ANIMAL CONTROL OFFICER

I responded to all complaints and patrolled the Town daily. No animals were impounded this month other than a couple of lost dogs who were returned to their owners.

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

BUILDING INSPECTION 2017	2017	2016	2017	2016	2017	2016	2017	2016
MAY								
	# of Per.	# of Per.	Value	Value	YTD.#Permits	YTD.#Permits	YTD.Value	YTD.Value
TYPE OF CONSTRUCTION	Pres. Mth	Prev.Yr	Pres. Mth	Prev.Yr	Present Year	Previous Year	Present Year	Previous Year
New Residential	3	N/A	\$350,000.00	N/A	8	N/A	\$560,200.00	N/A
Residential Renos/Additions	6	N/A	\$445,300.00	N/A	15	N/A	\$765,200.00	N/A
New Com/Indus/Instit.	1	N/A	\$3,000.00	N/A	1	N/A	\$3,000.00	N/A
Com./Indus./Inst. Renos	1	N/A	\$10,000.00	N/A	3	N/A	\$185,000.00	N/A
Institutional	2	N/A	\$164,000.00	N/A	3	N/A	\$179,000.00	N/A
Demolition	2	N/A	\$59,200.00	N/A	8	N/A	\$96,690.50	N/A
TOTALS	15	N/A	\$1,031,500.00	N/A	38	N/A	\$1,604,090.50	N/A
	Cur. Mth							
Demolition Permits	2	N/A						
Stop Work Orders Issued	0	N/A						
Site Inspections	13	N/A						
Electrical waivers issued	2	N/A						
Active Unsightly Premises	1	N/A						
Sign Permits	6	N/A						

Report of Development / Property Management Office – May 2017

Planning Advisory Committee

The meeting for June 7 was cancelled because there was no business for the agenda.

Next meeting: Wednesday, July 5.

Sign Permits

- 9 approved.

Variances

- 0 approved.

Approved plans

- Nothing to report.

Unightly Premises

- One (1) residential property is continuing through the legal process in attempt to have the property owner comply.

PROPERTIES

R.C.M.P. Building

- Added a bell to the front door to signal when someone enters.

Library

- The Public Washrooms opened for the season. Joan Merrill is providing cleaning services, as required.
- A table cart was purchased to assist with storage.
- Seeking designs and quotations for storage cabinets.

Airport

- Parks and Recreation will be completing the lawn maintenance of the weather station for Environment Canada weekly from May 1 – October 31 and invoicing Environment Canada.

34 Milltown Boulevard (former Town Hall)

Heritage Management provided the following updates:

- Exterior mason work.
- Masonry restoration of veneer.
- Reroofing work.

Train Station

- Repair to water leaking around electrical conduit entrance.

PHONE

EMAIL



Garcelon Civic Center Report – May 2017

Aquatics and Fitness

- Spring Swimming Lessons will end June 22.
- Canada 150 Challenge (150 laps) – 53 people continue with the challenge and 32 people who have completed the challenge.
- Walk to Ottawa continues with 11 participants continue with two (2) nearing the end of the trek.
- Junior Lifeguard Program registration (36 participants).

Finance and Administration

- Training new student staff that includes three (3) SEED grants. These are for 8 weeks at 35 hours / week. The three (3) students are: Brittany Seeley, Alex Porter, and Mark Gallant.
- One (1) Canada Summer Jobs funded position will soon be filled.
- Aligning financial practices with current staff to reduce time required the Town Treasurer.

St. Stephen High School Presentation to Committees of Council – May 10

- Water bottle fill stations at the Garcelon Civic Center – examining options, costs, and location. Priorities are the Fitness Centre and the Sunlife Walking Track. If this can be done within the current budget, the work will go ahead immediately and if additional funding is required we will come back to Council.

Facility

- Regular safety inspection and safety meeting.
- On-going regular maintenance.
- Installation and removal of the Ice Floor Covering is very smooth. Staff and trained volunteers have managed our first opportunities very well.

Programming / Facility Use

Walking Track – A total of 1 607 people signed in this month.

Events:

- Kiwanis Trade Show, May 5-6.
- IWK Kids Carnival, May 13.
- Greater St. Stephen Sports Wall of Fame Dinner, May 13.
- Canada 150 Mural Mosaic Unveiling and Toast to St. Stephen, May 27.
- Relay for Life, June 2.

PHONE

EMAIL

- Eloie Richard Concert, June 3.

Upcoming events:

- The Great Benjamin Circus – parking area, June 7.
- St. Stephen High School Grand March, June 20 and Graduation, June 21.

Promotion and Marketing

- Algonquin Activities and Attractions Showcase, May 18.
- Summer Promotion – “Buy one month family membership and get a second month free”.
- CHCO TV “Rob Patry Live” Sunday, June 4.

Management Team

Continue our weekly meetings.

Greater St. Stephen Sports Wall of Fame

This new addition to the centre is an attractive asset. The organizing committee: Councillor Phil Chisholm, Joe Peters, Jamie Waycott, Donnie Walker, Kathy Walker, Linda Lowe, John Hyslop, Jeff McGinn (artist), and Mike O’Connell made a significant contribution to our community in planning the wall and the dinner. Individual appreciation notes were sent to each of them.

Arauco also made a significant contribution supplying the materials and the human resources to build and install the wall.

Sponsors of the dinner included: Arauco, RBC, Smet Monuments, and the Town of St. Stephen.

Monthly Membership Summary

MEMBERSHIPS	Monthly	6 Month	Annual
Adult	42	1	
Corporate	4	0	--
Family	8	0	0
Couple	0	0	2
Senior	13	0	0
Senior Couple	0	0	0
Student	11	11	1
Youth	1	0	--

RESOLUTION NO.: _____

DATE: June 26, 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" – THIRD AND FINAL READING – SHORT TITLE ONLY**

THAT 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 given Third and Final 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: April 24, 2017

Second Reading: May 23, 2017

Third Reading and Enacted:

Allan MacEachern, Mayor

Joan M. Flewelling, Town Clerk

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

THAT the Royal Canadian Mounted Police May 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
May 2017**

Council / Mayor's Report:

This report for the Town of St. Stephen RCMP covers the period of **May 1st, 2017 to May 31st, 2017 inclusive**. During this time period, the RCMP responded to **392** calls for service within the Municipality of St. Stephen.

TRAFFIC:

Abandoned Vehicles	1
Check stops	38
Fail to Stop or Remain at Accident Scene	1
Impaired Operation/over 80 mg% of Motor Vehicle	2
Motor Vehicle Act – Other Activities (except traffic warnings)	2
Off-Road Vehicle Act	4
Other Non-Moving Traffic Violations – Provincial/Territorial	1
Traffic Collision(s) – Fatal/Non-Fatal Injury/Damage Reportable/Non-Reportable	13
Traffic Tickets	40
Traffic Warnings	2

PROVINCIAL STATUTES:

911 Act – Other Activities	3
Child Welfare Act – Other Activities	2
Intoxicated Persons Detention Act – Other Activities	1
False/Abandoned 911	10
Family Orders & Agreements Enforcement Assistance Act	3
Family Relations Act – Other Activities	2
Mental Health Act – Other Activities	12
Other Provincial/Territorial Statutes (not otherwise specified) – Other Activities	2
Provincial/Territorial Wildlife Act – Other Activities	1
Trespass Act – Provincial/Territorial – Other Activities	2

CRIMINAL CODE:

Assault	5
Being unlawfully in a dwelling house	2
Breach of Recognizance to Keep the Peace	1
Break and Enter – Business	1
Break and Enter – Other	1
Disturbing the peace/Causing a disturbance	3
Fail to comply probation order	1
Fail to comply with an undertaking given to officer in charge or peace officer	3
Failure to comply with condition of undertaking or recognizance/direction in remand order	1
Fraud (money/property/security) less than or equal to \$5000	4
Indecent Act	1
Mischief – Damage to, or obstruct enjoyment of property	8
Other theft under \$5000	6
Theft from mail under \$5000	1
Theft under or equal to \$5000 – shoplifting	2
Theft under or equal to \$5000 from a motor vehicle	1
Theft, Forgery, Misuse of Credit Card	1
Unauthorized use of credit card data	3
Uttering threats against a person	5

OTHER FEDERAL STATUTES:

Possession – Schedule II: Cannabis more than 30 grams	1
Possession – Schedule VIII: Cannabis Marihuana – 30 grams or less	2
Possession for the Purpose of Trafficking – Schedule I: Other	1

OTHER INVESTIGATIONS:

Assistance to Canadian Federal Dept/Agency	2
Assistance to Canadian Provincial/Territorial Dept/Agency	5
Assistance to General Public	8
Crime Prevention	5
False Alarms.....	1
Information Files	1
Items Lost/Found except passports	1
Municipal Bylaws – Other	1
Person Reported Missing.....	9
Police Certificates/Letters	137
Suspicious Person/Vehicle/Property	6
Unfounded.....	19
Wellbeing Check.....	1

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

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

TRANSFER FROM THE GENERAL CAPITAL RESERVE FUND

THAT the amount of \$10,715.13 (ten thousand, seven hundred and fifteen dollars and thirteen cents) be transferred from the General Capital Reserve Fund to the General Capital Fund for the purchase of an ice floor cover at the Garcelon Civic Center.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

ST. STEPHEN FIRE DEPARTMENT – RESCUE TOOL

THAT the Council of the Town of St. Stephen authorizes the unbudgeted expenditure in the amount of \$11,995.00 (eleven thousand, nine hundred and ninety-five dollars), plus HST, for the purchase of a Combi Tool from Code 4 Fire & Rescue Inc. of Hagersville, Ontario.

AND THAT the St. Stephen Volunteer Fire Department will contribute to the Town the net expense of the expenditure adjusted for the refundable portion of HST.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

PEDDLER'S LICENSE – FRANK'S FRIED DOUGH

THAT the Council of the Town of St. Stephen approves the issuance of a Peddler's License to Frank's Fried Dough which will expire on the 31st day of December, 2017, in accordance with the Town's By-Law No. L-2, "A By-Law to License and Regulate Peddlers, Street Vendors, Transient Traders and Buskers".

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

PERMISSION FOR MUSICAL ENTERTAINERS - ST. STEPHEN FARMERS' MARKET

WHEREAS the Council of the Town of St. Stephen, at its meeting on April 24, 2017, approved the operation of the St. Stephen Farmers' Market (the "Market") from Friday, May 5, 2017 to 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;

NOW THEREFORE BE IT RESOLVED THAT the Council grants permission for musical entertainers at the Market on any given Friday until September 29, 2017, during Market hours (9:00 a.m. – 2:00 p.m.), with the understanding that should any nearby business apply to the Town to request a musical event on a Friday, that business shall be given priority.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

DR. W. F. GANONG STATUE

THAT the Council of the Town of St. Stephen supports, in principle, the development of a statue in honour of the significant contribution to New Brunswick by William Francis Ganong, and further supports the three (3) requests of the Dr. W. F. Ganong Statute Steering Committee:

- permission to place the statute on the river bank in front of the Garcelon Civic Center and for the Town to install and maintain it;
- to act as the nonprofit "proponent" of the project on Provincial and Federal funding applications; and,
- approve an application to have the site declared a Provincial Heritage Place under the *Heritage Conservation Act* which would enhance the ability to raise funds.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

APPROVAL OF EVENT – BONFIRE FESTIVAL

THAT the Council of the Town of St. Stephen grants permission to the Bonfire Festival organizers to hold a Folk Musicians' and Artists' Retreat from Wednesday, July 26 to Sunday, July 30, 2017 at various locations throughout the Town, and as listed in their letter dated May 12, 2017 reviewed at the Committees Meeting on June 14, 2017 under the Planning, Promotion and Tourism Committee.

AND THAT during the live music at Something's Brewing Café on Friday, July 28, 2017, the same conditions shall apply as previously set out by Council and, in particular, that all drinks must remain on the deck at all times and the rear parking lot is not to be barricaded in any way.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

**APPROVAL OF EVENT – CHARLOTTE COUNTY FALL FAIR SCARECROW LAMP
POST DECORATING CONTEST**

THAT the Council of the Town of St. Stephen grants permission to the Charlotte County Fall Fair to hold its 2nd Annual Scarecrow Lamp Post Decorating Contest on Milltown Boulevard, King Street, Budd Avenue, and in the David Alison Ganong Chocolate Park for the month of September 2017.

AND THAT the decorations must go up between the dates of Wednesday, August 30, 2017 and Saturday, September 2, 2017 and removed between the dates of Tuesday, September 26, 2017 and Saturday, September 30, 2017.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

APPROVAL OF EVENT – OLD RIDGE UNITED PENTECOSTAL CHURCH

THAT the Council of the Town of St. Stephen grants permission to the Old Ridge United Pentecostal Church to hold three (3) services in the David Alison Ganong Chocolate Park on Sunday, July 30, 2017 from 7:00 p.m. – 8:30 p.m.; Sunday, August 20, 2017 from 7:00 p.m. – 8:30 p.m.; and September 10, 2017 from 7:00 p.m. – 8:30 p.m., and all three (3) evenings will consist primarily of singing.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

APPROVAL OF EVENT – CHOCOLATE FEST

THAT the Council of the Town of St. Stephen grants permission to the Chocolate Fest Committee to hold its festival from Saturday, August 5, 2017 to Saturday, August 12, 2017 as outlined in its calendar of events.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

**AWARDING OF TENDER: STREET IMPROVEMENTS 2017 – MILLTOWN
BOULEVARD (CHURCH STREET TO PLEASANT STREET) – DILLON PROJECT
NO. 17-5649 AND DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE
PROJECT NO. 17-E149**

THAT of the five (5) tenders received, the low tender of \$396,007.45 (three hundred and ninety-six thousand and seven dollars and forty-five cents), including HST, from Maguire Excavating Ltd. of Saint John, NB, for street improvements (addition/replacement of concrete curb and gutter on each side of Milltown Boulevard from Church Street to Pleasant Street and complete with site restoration) be accepted.

AND THAT the Council of the Town of St. Stephen authorizes an estimated unbudgeted expenditure of \$1,053.00 (one thousand and fifty-three dollars), including HST, for the replacement of asphalt with concrete on a sidewalk adjacent to an existing crosswalk across from the school bus loop during the street improvements outlined above.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

THE TOWN OF ST. STEPHEN’S GARCELON CIVIC CENTER - DESIGN-BUILD AGREEMENT WITH DORA CONSTRUCTION LIMITED

WHEREAS the Council of the Town of St. Stephen (the “Town”) and Dora Construction Limited (“Dora”) have negotiated an agreement regarding the completion of the Work under the Design-Build Stipulated Price Contract dated the 3rd day of May, 2012 between the Town and Dora (the “Design-Build Agreement”);

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an Agreement with Dora, in the form presented to Council, which agreement reduces the Purchase Price under the Design-Build Agreement by Twenty Thousand Dollars (\$20,000.00) and provides that the Town accepts responsibility for the completion of the final outstanding deficiency such that all Work required by Dora under the Design-Build Agreement is complete.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

RESCINDING OF RESOLUTION (CANADA 1ST BASKETBALL INC. - COMMITTEE OF COUNCIL)

THAT Resolution # 121/17 as stated in the Minutes of May 23, 2017, which reads

THAT the Council of the Town of St. Stephen approves Canada 1st Basketball Inc. as a Committee of Council and as such, is to be covered under the Town's insurance for Comprehensive General Liability and for Public Officers Liability, and at least one (1) member of Council shall be appointed to the Committee.

AND THAT the Committee assumes the responsibility to provide updates and financial statements to the Chief Administrative Officer. **CARRIED**

be rescinded effective immediately.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

RESIGNATION OF DEREK O'BRIEN - CHIEF ADMINISTRATIVE OFFICER

THAT the Council of the Town of St. Stephen accepts the resignation of Derek O'Brien, as Chief Administrative Officer for the Town of St. Stephen, effective August 31, 2017.

AND THAT the Council directs the Chief Administrative Officer to begin the recruitment process immediately.

RESOLUTION NO.: _____

DATE: June 26, 2017

MOVED BY: _____

SECONDED BY: _____

ADJOURNMENT
THAT the meeting adjourn.