

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, OCTOBER 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
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – September 25, 2017
 - (b) Special Council Meeting - October 16, 2017
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
 - (a) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – October 11, 2017
 - (b) Committee of Council Meeting – September 25, 2017
 - (c) Committee of Council Meeting – October 2, 2017
 - (d) Committee of Council Meeting – October 18, 2017

11. STAFF REPORTS

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

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

- (a) By-Law No. A-7.12 – A By-Law to Amend By-Law No. A-7 “A By-Law to Impose a Special Business Improvement Levy” – First Reading – Short Title Only

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Town Grant – Operation Christmas Joy
- (c) St. Stephen Fire Department – Air Bag Lifting System
- (d) Signage – Elm Street Nature Park
- (e) Town of St. Stephen – Commercial Credit Application (TRANE Atlantic)
- (f) Awarding of Tender: 2018 Wheel Loader; 2017 Loader Mounted Snowblower; and 108” New Pickup Broom – Tender # TOSS17-07
- (g) School Crosswalk Guards – Hourly Wage Rate
- (h) Office Space Agreement – 120 Milltown Boulevard
- (i) Confidentiality Agreement – Richard Fulton
- (j) Out-of-Province Travel: Firefighters

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

REGULAR COUNCIL MEETING

THAT the Minutes of the Regular Council meeting held on September 25, 2017 be approved as circulated.

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, SEPTEMBER 25, 2017 @ 7:00 P.M.

1. PRAYER

Mayor MacEachern called upon Pastor Dan Jammer to administer a prayer.

2. RECORDING OF ATTENDANCE

PRESENT: Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, and Ken Parker; Town Treasurer Tim Tozer; and Town Clerk Joan Flewelling.

ABSENT: Councillor Phil Chisholm.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Harding
Seconded by Councillor Parker

205/17 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

Mayor MacEachern proclaimed the week of October 1 – 7, 2017 as New Brunswick Wellness Week:

Whereas, New Brunswick's Wellness Strategy has a vision of a healthy New Brunswick where, together, we learn, work, play and live in a culture of wellness, and where we recognize the instrumental role that local governments play in promoting and supporting this vision; and

Whereas, wellness is about having a good quality of life and the ability of people and communities to reach their full potential in terms of health and fulfilment of purpose;

Whereas, New Brunswick Wellness Week provides opportunities for communities, organizations, schools and workplaces to promote and celebrate wellness by hosting wellness activities and events that address all dimensions of well-being and determinants of health; and

Whereas, New Brunswick Wellness Week is held annually and this year takes place from October 1 – 7, 2017;

Now therefore, I, Allan MacEachern, Mayor of the Town of St. Stephen, hereby proclaim **October 1 – 7, 2017**, as **Wellness Week** in the Town of St. Stephen.

I encourage all citizens to participate in Wellness Week activities and for groups, organizations, schools and workplaces in the community to promote and celebrate wellness through the hosting of wellness activities and events.

6. NOTICES OF MOTIONS

There were no notices of motions.

7 APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Wheaton
Seconded by Deputy Mayor Carr

206/17 **THAT** the Minutes of the Regular Council meeting held on August 28, 2017 be approved as circulated. **CARRIED**

8. ACCOUNTS

PAID BILLS

Moved by Councillor Harding
Seconded by Deputy Mayor Carr

207/17 **THAT** the paid bills in the amount of \$1,935,719.79 (one million, nine hundred and thirty-five thousand, seven hundred and nineteen dollars and seventy-nine cents) be received. **CARRIED**

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Parker
Seconded by Councillor Harding

208/17 **THAT** Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

COMMITTEES MEETING

Moved by Councillor Wheaton

Seconded by Deputy Mayor Carr

209/17 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 September 13, 2017 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

210/17 THAT the Minutes of the Committee of Council meeting held on September 21, 2017 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Wheaton

Seconded by Councillor Parker

211/17 THAT the following staff reports for the month of August 2017 be adopted: Finance Department; Public Works Department; Parks and Recreation Department; Fire Department; and By-Laws and Building Inspection Services. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

No by-laws considered.

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Harding

Seconded by Councillor Wheaton

212/17 THAT the Royal Canadian Mounted Police August 2017 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

AMENDED

ST. STEPHEN FIRE DEPARTMENT – 1953 MACK FIRE TRUCK

Moved by Deputy Mayor Carr

Seconded by Councillor Wheaton

213/17 **THAT** Resolution # 190/17 as stated in the Minutes of August 28, 2017, which reads

THAT the Council of the Town of St. Stephen authorizes the unbudgeted expenditure in the amount of \$7,500.00 (seven thousand, five hundred dollars), plus applicable HST and registration, for the purchase of the 1953 Mack Fire Truck from Raymond Lawson of Beaver Harbour, NB, which was used by the former Milltown Fire Department.

AND THAT the St. Stephen Volunteer Fire Department will contribute to the purchase in the amount of \$2,500.00 (two thousand, five hundred dollars).

AND FURTHER THAT the net expenditure will be covered by an anticipated surplus in the Fire Department's 2017 General Operating Fund Budget. **CARRIED**

shall be amended by correcting the vendor's name from "Lawson" to "Lawton", which shall now read:

THAT the Council of the Town of St. Stephen authorizes the unbudgeted expenditure in the amount of \$7,500.00 (seven thousand, five hundred dollars), plus applicable HST and registration, for the purchase of the 1953 Mack Fire Truck from Raymond Lawton of Beaver Harbour, NB, which was used by the former Milltown Fire Department.

AND THAT the St. Stephen Volunteer Fire Department will contribute to the purchase in the amount of \$2,500.00 (two thousand, five hundred dollars).

AND FURTHER THAT the net expenditure will be covered by an anticipated surplus in the Fire Department's 2017 General Operating Fund Budget. **CARRIED**

APPLICATION FOR FINANCING – GENERAL FUND

Moved by Councillor Harding
Seconded by Councillor Parker

214/17 **BE IT RESOLVED THAT** the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$200,000 (two hundred thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Transportation Services</u>		
Sidewalks and Streets Rehabilitation	<u>\$200,000</u>	10 Years
<u>CARRIED</u>		

FUNDRAISING ROAD TOLL – CHARLOTTE COUNTY GROUND SEARCH AND RESCUE TEAM

Moved by Deputy Mayor Carr
Seconded by Councillor Wheaton

215/17 **THAT** the Council of the Town of St. Stephen approves the request from the Charlotte County Ground Search and Rescue Team to hold a fundraising road toll on Union Street (between School and Main Streets) on Saturday, September 30, 2017 between the hours of 9:00 a.m. and 5:00 p.m., with an alternate date of Saturday, October 7, 2017 between the hours of 9:00 a.m. and 5:00 p.m. **CARRIED**

APPROVAL OF EVENT – BEER GARDEN AND FARMERS' MARKET

Moved by Councillor Wheaton
Seconded by Councillor Harding

216/17 **THAT** the Council of the Town of St. Stephen grants permission to the St. Croix International Waterway Commission (SCIWC) to hold a beer garden at the Town Square on Saturday, October 14, 2017 beginning at 5:30 p.m., with music between 6:30 – 10:30 p.m., contingent on receipt by the Town of the SCIWC's Certificate of Insurance.

AND THAT the Council further grants permission to the St. Stephen Farmers' Market to operate from 10:00 a.m. – 2:00 p.m. on the waterfront on Saturday, October 14, 2017 as part of the various events planned by the SCIWC, and based on the expectations outlined in the letter dated April 12, 2017 from the former Town's Chief Administrative Officer to the President of the Market. **CARRIED**

SERVICE NEW BRUNSWICK - SERVICE AGREEMENT # 17-021

Moved by Councillor Parker

Seconded by Councillor Harding

217/17 THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to enter into a three (3) year Service Agreement # 17-021 with Service New Brunswick, in the form of agreement presented to Council, to process various municipal payments retroactive to July 1, 2017 and expiring on June 30, 2020.

CARRIED

AWARDING OF BID: SOLID WASTE AND COLLECTION AND DISPOSAL SERVICES – RESIDENTIAL HOMES – ZONE 3 (TOSS17-06)

Moved by Deputy Mayor Carr

Seconded by Councillor Wheaton

218/17 THAT the Council of the Town of St. Stephen hereby awards the bid of \$7.35 (seven dollars and thirty-five cents) per household, per month, including HST for Zone 3, as defined in the tender, being the low bid of the two (2) bids received, to Southern Sanitation Ltd. of Oak Bay, NB, for the provision of services for solid waste collection and disposal – residential homes – Zone 3 for the period November 1, 2017 to October 31, 2020.

AND THAT the awarding of this bid is subject to the execution of a solid waste collection agreement substantially in the form of existing agreements and in compliance with the Town's By-Law No. S-7, "A By-Law To Regulate The Collection And Disposal Of Garbage And Other Material", and any applicable amendments or other applicable laws, and subject to the terms and conditions of the proposal as tendered. **CARRIED**

ACCOUNTS PAYABLE MANAGER - JOB DESCRIPTION AND RECOMMENDATION

Moved by Councillor Parker

Seconded by Councillor Harding

219/17 THAT the Council of the Town of St. Stephen approves the attached job description for the new position of Accounts Payable Manager.

AND THAT Kimberly Ste Marie be offered the position of Accounts Payable Manager at the same rate of compensation as her former position, Assistant Treasurer, effective September 26, 2017. **CARRIED**

EMPLOYMENT AGREEMENT – THE TOWN AND FRANK GODSOE

Moved by Deputy Mayor Carr

Seconded by Councillor Harding

220/17

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

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an Employment Agreement between The Town of St. Stephen and Frank Godsoe of St. Stephen, NB for the position of Assistant Treasurer commencing September 26, 2017, and in the form of agreement presented to Council. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all Town meetings.
- Participated in the Assistant Treasurer and Chief Administrative Officer interviews.
- Attended the grand opening of the Kiwanis Skate Park.
- Attended the Federal and Provincial waterfront funding announcement.
- Attended Chapel with the St. Stephen Aces.
- Plans to attend the Business Improvement Area (BIA) Annual General Meeting.

Councillor Hyslop

- Attended all Town meetings.
- Attended the St. Stephen Aces home opener game, as well as the second home game.
- Participated in Chief Administrative Officer interviews.
- Attended the Federal and Provincial waterfront funding announcement.
- Attended a Canada 1st Basketball Inc. Committee meeting.
- Stated the Charlotte County Museum was open for two months with a busy July and slow August due to street construction, and the Board is looking into more ways to promote the museum.

Councillor Parker

- Attended all Town meetings.
- Attended the Federal and Provincial waterfront funding announcement.
- Participated in Chief Administrative Officer interviews.
- Attended Charlotte County Fall Fair events.
- Attended a Charlotte Coastal Region Tourism Association board meeting and stated the association is busy with an internal reorganization.

Councillor Wheaton

- Attended all Town meetings.
- Attended several Milltown Development Committee meetings.
- Attended a Giddens Memorial Airport meeting.
- Attended several "Christmas in our Town" meetings.
- Participated in Chief Administrative Officer interviews.
- Attended the Federal and Provincial waterfront funding announcement.
- Attended the Chris Cumming Show during the opening of the Charlotte County Fall Fair.
- Volunteered at the Charlotte County Fall Fair.
- Attended the St. Stephen Aces pre-season game.
- Attended a United Way fundraising luncheon.
- Attended Southwest New Brunswick Transit Authority Inc. board meetings.
- Stated the video of the Charlotte County Museum on Facebook is well done.
- Stated the Chocolate Museum Operating Committee is busy with the recruitment process to fill the manager's position.

Councillor Harding

- Attended all Town meetings.
- Continue to meet regularly with Sergeant Peter Stubbs.
- Attended a Milltown Development Committee meeting.
- Delivered opening remarks on behalf of Mayor MacEachern at the "Take Back the Night" march and participated in the march.
- Participated in Chief Administrative Officer interviews.

Mayor MacEachern

- Attended all Town meetings.
- Participated in the Assistant Treasurer and Chief Administrative Officer interviews.
- Attended the grand opening of the Kiwanis Skate Park.
- Attended the Federal and Provincial waterfront funding announcement.
- Attended the St. Stephen Aces home opener game, as well as the second home game.
- Agreed with Councillor Wheaton that the video of the Charlotte County Museum on Facebook is well done.
- Enjoyed a meeting with the high school exchange students at the Charlotte County Fall Fair.
- Stated Premier Gallant attended a recent Future St. Stephen meeting.

16. QUESTION PERIOD

There were no questions from the public and any questions/comments from Kathy Bockus, reporter with *The Saint Croix Courier* and *Courier Weekend*, and Derwin Gowan, reporter with the *Telegraph-Journal*, were addressed by Mayor MacEachern upon adjournment of the meeting.

17. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor Carr

Seconded by Councillor Harding

221/17 THAT the meeting adjourn at 7:25 p.m. **CARRIED**

Mayor

Town Clerk

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, SEPTEMBER 25, 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) New Brunswick Wellness Week (October 1 – 7, 2017) - Proclamation
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – August 28, 2017
8. ACCOUNTS
 - (a) Paid Bills
9. COMMUNICATIONS
COMMUNICATION FOR INFORMATION
 - (a) Thank you card from Rhea Davis, JAD Campbell Scholarship recipient.
 - (b) Thank you card from Fred Nicholson.
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 – September 13, 2017
 - (b) Committee of Council Meeting – September 21, 2017

11. STAFF REPORTS

- (a) Finance Department
- (b) Public Works Department
- (c) Parks and Recreation Department
- (d) Fire Department
- (e) By-Laws and Building Inspection Services

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Amended – St. Stephen Fire Department – 1953 Mack Fire Truck
- (c) Application for Financing – General Fund
- (d) Fundraising Road Toll – Charlotte County Ground Search and Rescue Team
- (e) Approval of Event – Beer Garden and Farmers’ Market
- (f) Service New Brunswick – Service Agreement # 17-021
- (g) Awarding of Bid: Solid Waste and Collection and Disposal Services – Residential Homes – Zone 3 (TOSS17-06)
- (h) Accounts Payable Manager – Job Description and Recommendation
- (i) Employment Agreement – The Town and Frank Godsoe

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

SPECIAL COUNCIL MEETING

THAT the Minutes of the Special Council meeting held on October 16, 2017 be approved as circulated.

SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, OCTOBER 16, 2017 @ 4:00 P.M.

1. **RECORDING OF ATTENDANCE**

PRESENT: Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; and Town Clerk Joan Flewelling.

2. **APPROVAL OF AGENDA**

AGENDA - EMERGENCY SPECIAL COUNCIL MEETING

Moved by Councillor Parker

Seconded by Councillor Hyslop

222/17

THAT the Council of the Town of St. Stephen accepts the recommendation of the Mayor to call an emergency Special Council meeting as outlined in the Town's By-Law No. A-2, "A By-Law Respecting Procedures of the Town Council and Town Administration", Section 9.02(1)(b) and approves the agenda as circulated.

CARRIED

3. **CONFLICT OF INTEREST**

There were no conflicts of interest declared.

4. **NEW BUSINESS**

RAINBOW PRIDE CROSSWALK – MARKS STREET TO ST. STEPHEN MIDDLE SCHOOL

Moved by Councillor Harding

Seconded by Councillor Hyslop

223/17

THAT the Council of the Town of St. Stephen grants permission to the Gay-Straight Alliance (GSA) group of St. Stephen Middle School (SSMS) to change the colour of the current and traditional crosswalk into a rainbow pride crosswalk on Marks Street which leads to SSMS. **CARRIED**

Councillor Harding voting in favour of the motion.

Councillor Wheaton voting in favour of the motion.

Councillor Hyslop voting in favour of the motion.

Councillor Parker voting in favour of the motion.

Deputy Mayor Carr voting against the motion.

Councillor Chisholm voting against the motion.

5. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Chisholm

Seconded by Councillor Parker

224/17 THAT the meeting adjourn at 4:04 p.m. CARRIED

Mayor

Town Clerk

AGENDA
SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, OCTOBER 16, 2017 @ 4:00 P.M.

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. CONFLICT OF INTEREST

4. NEW BUSINESS
 - (i) Rainbow Pride Crosswalk – Marks Street to St. Stephen Middle School

5. ADJOURNMENT

RESOLUTION NO.: _____

DATE: October 23, 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 June 30, 2017 be received.

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

	Actual To Date For the Six Months Ending June 30, 2017	Budget For the Year Ending December 31, 2017	Remaining	Percentage Used
Revenue				
Taxes	2,686,124	5,376,249	\$2,688,125	50%
Services Provided to Other Governments	114,201	223,920	109,719	51%
Sale of Services	292,526	502,854	210,328	58%
Other Revenue From Own Sources	121,551	182,833	61,282	66%
Unconditional Grants	813,438	1,626,871	813,433	50%
Conditional Transfers	0	4,200	4,200	0%
Other Transfers	536,393	1,179,723	643,330	45%
Total Revenue	4,566,233	9,096,650	4,530,417	50%
Expenditure				
General Government Services	533,128	1,015,865	482,737	52%
Protective Services	1,157,040	2,396,686	1,239,646	48%
Transportation Services	926,437	1,945,426	1,018,989	48%
Environmental Health Services	121,796	246,661	124,865	49%
Environmental Development Services	152,964	305,064	152,100	50%
Recreational and Cultural Services	779,584	1,869,246	1,089,662	42%
Fiscal Services	555,812	1,309,702	753,890	42%
Other	2,893	8,000	5,107	36%
Total Expenditures	4,229,654	9,096,650	4,866,996	46%
Surplus (Deficit)	\$336,579	\$0		

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

	Actual To Date For the Six Months Ending June 30, 2017	Budget For the Year Ending December 31, 2017	Remaining	Percentage Used
Revenue				
Sale of Service	\$1,001,758	\$2,024,625	\$1,022,867	49%
Other Revenue From Own Source	103,859	200,300	96,441	52%
Other Transfers	51,667	136,066	84,399	38%
Total Revenue	1,157,284	2,360,991	1,203,707	49%
Expenditures				
Water Supply	496,031	1,140,096	644,065	44%
Sewerage Collection and Disposal	333,198	722,839	389,641	46%
Fiscal Services	362,867	498,056	135,189	73%
Total Expenditures	1,192,096	2,360,991	1,168,895	50%
Surplus (Deficit)	(\$34,812)	\$0		

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

PAID BILLS

THAT the paid bills in the amount of \$2,004,825.93 (two million, four thousand, eight hundred and twenty-five dollars and ninety-three cents) be received.

TOWN OF ST. STEPHEN BILLS PAID (CHARLES F. TODD TRUST FUND):

SEPTEMBER 2017

Alexander Porter (Irving Randall Todd Scholarship - Cheque #82)	\$	1,800.00
Sophie Caldwell (Frances Esther Todd Scholarship - Cheque #83)	\$	1,800.00
Total	\$	<u>3,600.00</u>

TOWN OF ST. STEPHEN BILLS PAID (GENERAL & UTILITY CAPITAL FUNDS):

SEPTEMBER 2017

Town of St. Stephen General Operating Fund (Fund Transfer, Cheque #1120)	\$	37,917.00
Debly Enterprises Limited (Construction - Combined Sewer Separation & Utility Renewal - Project #16-4847, Cheque #1121)	\$	336,715.13
Fundy Contractors Limited (Construction - Water Main and Utility Renewal - Milltown Blvd - Project #17-5356, Cheque #1122)	\$	361,110.44
Fairville Construction Ltd. (Construction - Water, Sanitary & Storm Sewer Renewal - Prince William Street - Project #15-2819, Cheque #1124)	\$	145,893.86
	\$	881,636.43

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

SEPTEMBER 2017

Town of St. Stephen General Operating Fund (Fund Transfer, Cheque #5)	\$ 8,000.00
Town of St. Stephen General Operating Fund (Fund Transfer, Cheque #6)	\$ 2,710.83
Total	<u><u>\$10,710.83</u></u>

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

Visa:

JUNE 2017

Barb Tucker (Civic Center: Events, Office Supplies, Upper Canteen Supplies,
First Aid Supplies, Lower Canteen Supplies; Recreation: Special
Events) 2,786.78

JULY 2017

Allan MacEachern (Civic Center: Event Supplies; General Gov't: Bank
Service Fee) 412.01

Derek O'Brien (Civic Center: Monthly Galaxy Program Expense, Promotion
Expense; General Gov't: Advertising, Computer Service, Community
Events) 2,888.67

Barb Tucker (Civic Center: Arena Training, Upper Canteen Supplies,
Event Supplies, Pool Supplies, Arena Cleaning Supplies) 2,563.83

Grand Total

\$ 8,651.29

Town of St. Stephen
 BNK4 - Civic Center Bank Account
 Cheques from 000001 to 000023 dated between 09/01/2017 and 09/30/2017

CHEQUE REGISTER

Printed: 3:58:46PM 10/04/2017

Page 1 of 1

Number	Issued	Amount	SC	Status	Status Date
000022	09/13/2017 TOWN OF ST. STEPHEN 44000.00AUG17	44,000.00 44,000.00	A/P	OUT-STD	09/13/2017
	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 020807 dated between 09/01/2017 and 09/30/2017

CHEQUE REGISTER

Printed: 3:59:29PM 10/04/2017

Number	Issued	Amount	SC	Status	Status Date
020612	09/01/2017 HERITAGE COURT HOLDINGS LIMITED RC000025697 GG-TOWNHALL-LEASE-SEPT/17	5,417.62 5,417.62	A/P	OUT-STD	09/01/2017
020645	09/01/2017 SHARPE'S LAWN CARE 90 RC-TURFMAINTENANCE-PLAYING F	14,662.50 14,662.50	A/P	OUT-STD	09/01/2017
020646	09/06/2017 MINISTER OF FINANCE WEEK362017 EMPLOYEE DEDUCTIONS-SEPT 03-1	209.30 209.30	A/P	OUT-STD	09/06/2017
020647	09/06/2017 SHANNON MICHAEL WEEK362017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	09/06/2017
020653	09/07/2017 IRVING ENERGY DISTRIBUTION AND MARKETING 283447 CC- BUILDING- NATURAL GAS	3,331.95 3,331.95	A/P	OUT-STD	09/07/2017
020654	09/13/2017 ACCT #903240047015 AUGUST2017 VOL FIRE MEMBERSHIP DUES-AUGU	320.00 320.00	A/P	OUT-STD	09/13/2017
020655	09/13/2017 ACCT 8025-280 AUGUST2017 LOCAL 770 UNION DUES-AUGUST/1	1,908.54 1,908.54	A/P	OUT-STD	09/13/2017
020656	09/13/2017 ALLAN MACEACHERN PREMIERGILLANT GG-MAYOR-MEETING WITH PREMIE	51.00 51.00	A/P	OUT-STD	09/13/2017
020657	09/13/2017 BORDER INVESTIGATIONS & SECURITY INC. 14625 PS-BYLAW-SEP01-25/17 FEE	1,288.00 1,288.00	A/P	OUT-STD	09/13/2017
020658	09/13/2017 CIBC MELLON GLOBAL SECURITIES NBMF0216002 AUGUST2017 GG-MUNICIPALPLAN-AUGUST/17	36,993.78 36,993.78	A/P	OUT-STD	09/13/2017
020659	09/13/2017 Derek O'Brien AUGUST2017 GG-CAO-MONTHLY VEHICLE ALLOW BLUERODEOCONSESS GG-CAO-BLUE RODEO CONCESSIO JUL/AUGPETTYCASH17 GG-CAO-MEETING SUPPLIES, COMI JULY/AUGUSTTRAVEL GG-CAO-DINNER MEETINGS, TRAVE	4,099.81 350.00 2,758.80 645.47 345.54	A/P	OUT-STD	09/13/2017
020660	09/13/2017 GREAT-WEST LIFE ASSURANCE COMPANY SEPT122017MANAGEMEN GG-SEP24-OCT23/17PREMIUMS-MA T	1,820.04 1,820.04	A/P	OUT-STD	09/13/2017
020661	09/13/2017 JASON GOWAN CLOTHALLOW CC-ARENA-CLOTHING ALLOWANCE	68.95 68.95	A/P	OUT-STD	09/13/2017
020662	09/13/2017 KONICA MINOLTA BUSINESS SOLUTIONS (CANADA 243553496 CC-ADMIN-PHOTOCOPIER USAGE C	150.95 150.95	A/P	OUT-STD	09/13/2017
020663	09/13/2017 KONICA MINOLTA 6461430* CC-ADMIN-COPIER LEASE-SEPT/17	149.50 149.50	A/P	OUT-STD	09/13/2017
020664	09/13/2017 MARILYN GULLISON SWIMSUITSFOOD RC-POOL-SWIM SUITS, DUTY, FOOD	748.20 748.20	A/P	OUT-STD	09/13/2017
020665	09/13/2017 MEDAVIE BLUE CROSS 126511UNION GG-HEALTH&DENTALPREMIUMS-OX 127296MANAGEMENT GG-HEALTH&DENTALPREMIUMS-OX	15,247.83 9,408.97 5,838.86	A/P	OUT-STD	09/13/2017
020666	09/13/2017 MEGAN GULLISON SWIMPROVINCIALS RC-POOL-OUTDOOR SWIM PROVINI	499.04 499.04	A/P	OUT-STD	09/13/2017
020667	09/13/2017 MINISTER OF FINANCE AUGUST2017 EMPLOYEE DEDUCTIONS-AUGUST/	986.00 986.00	A/P	OUT-STD	09/13/2017
020668	09/13/2017 O'CONNELL MIKE AUGUST2017 RC-RECREATIONDIRECTOR-MONTH	200.00 200.00	A/P	OUT-STD	09/13/2017
020669	09/13/2017 PAYROLL TRANSFER WEEK372017 GG-TRANSFER-SEPT 01-14/17	64,938.00 64,938.00	A/P	OUT-STD	09/13/2017
020670	09/13/2017 RECEIVER GENERAL FOR CANADA WEEK372017 GG-REMITTANCE-SEP 01-14/17	30,029.31 30,029.31	A/P	OUT-STD	09/13/2017

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020671	09/13/2017 RICHARDSON JEFF FIRECALLS PS-FIRE-PERSONAL VEHICLE USE F	204.14 204.14	A/P	OUT-STD	09/13/2017
020672	09/13/2017 SHANNON MICHAEL WEEK372017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	09/13/2017
020673	09/13/2017 ST. STEPHEN UTILITY DEPT. AUGUST2017 EMPLOYEE DEDUCTIONS-AUGUST/	60.00 60.00	A/P	OUT-STD	09/13/2017
020674	09/13/2017 ST. STEPHEN SIGN SHOP JULY 21,2017 RC-ELM ST. PARK- SIGNS	293.25 293.25	A/P	OUT-STD	09/13/2017
020675	09/13/2017 THE CHARLOTTE COUNTY HOSPITAL FOUNDATION GRANT2017 GG-CIVIC-HEALTH DELIVERY MODE	8,000.00 8,000.00	A/P	OUT-STD	09/13/2017
020676	09/13/2017 GREAT-WEST LIFE ASSURANCE COMPANY SEP122017UNION GG-PREMIUMS-SEP24-OCT23/17-UN	2,804.93 2,804.93	A/P	OUT-STD	09/13/2017
020677	09/13/2017 MINISTER OF FINANCE WEEK372017 EMPLOYEE DEDUCTIONS-SEPT 10-	209.30 209.30	A/P	OUT-STD	09/13/2017
020678	09/19/2017 JOAN MERRILL AUGUST182017 PM-LIBRARY-PUBLIC WASHROOMS-	174.00 174.00	A/P	OUT-STD	09/19/2017
020679	09/20/2017 SOUTHWEST N.B. TRANSIT AUTHORITY INC. 2017GRANT GG-CIVIC-2017 GRANT	7,000.00 7,000.00	A/P	OUT-STD	09/20/2017
020680	09/21/2017 A"PLUS" AUTO GLASS & UPHOLSTERY 24658 RC- NATURE PARK- SUPPLY LEXA	207.00 207.00	A/P	OUT-STD	09/21/2017
020681	09/21/2017 AIR LIQUIDE CANADA INC. 67137411 TS-SHOP-BLUE SHIELD, ALMIG, ARC	114.80 114.80	A/P	OUT-STD	09/21/2017
020682	09/21/2017 AJW MECHANICAL LTD. 25802 CC-ARENA-SERVICE & REPAIR TUB	1,455.43 1,455.43	A/P	OUT-STD	09/21/2017
020683	09/21/2017 ALL GAS TANKS 90297 RC-PARKS/MOWERS-EYELETS, 6 P	29.13 29.13	A/P	OUT-STD	09/21/2017
020684	09/21/2017 ATLANTIC GYM & SPORTS 3005410 RC-PARKS-PORTABLE "BP CADDIES 3007377 RC-PARKS-BIKE RACK	1,122.24 317.24 805.00	A/P	OUT-STD	09/21/2017
020685	09/21/2017 BAYVIEW TRUCKS AND EQUIPMENT LTD. 02P27875 RC-PARKS/MOWERS-CLUTCH, ASS' 02P27946 RC-PARKS-KEY SWITCH	701.28 559.69 141.59	A/P	OUT-STD	09/21/2017
020686	09/21/2017 BELL ALIANT 06336721AUG17 TS-AIRPORT-LANDLINE PHONE 11368891AUG17 GG-TOWN HALL-LANDLINE PHONES 11378668AUG17 PS/TS-199 UNION ST-LANDLINES PH 11395944AUG17 PS-FIRE-LANDLINE PHONES 15772965AUG17 RC-REC/POOL-LANDLINE PHONES 46435731AUG17 RC-PARKS-CHOC PARK CAMERA	3,241.11 152.14 1,470.94 354.82 930.04 233.18 99.99	A/P	OUT-STD	09/21/2017
020687	09/21/2017 BELLBOY DRYCLEANERS 22-476093 CC-EVENTS-LINENS DRYCLEANING 31-476516 CC-EVENTS-LINENS FOR WEDDING 4-477170 CC-EVENTS-LINENS FOR BLUE RO	327.76 126.50 178.25 23.00	A/P	OUT-STD	09/21/2017
020688	09/21/2017 BORDER INVESTIGATIONS & SECURITY INC. 14635 PS-BYLAW-SEP 08-SEP 15/17 FEE	1,288.00 1,288.00	A/P	OUT-STD	09/21/2017
020689	09/21/2017 BRUNET 30279 GG-SEWER- QUARTERLY SERVER F	81.94 81.94	A/P	OUT-STD	09/21/2017
020690	09/21/2017 BRUNSWICK NEWS INC 1720943 GG/PS-CIVIC/FIRE- CANADA DAY	2,213.06 469.20	A/P	OUT-STD	09/21/2017

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	1723834	GG-CIVIC- ASSISTANCE TREASURE	667.00			
	1725250	GG-CIVIC- C.A.O JOB AD	749.11			
	1726558	GG- CIVIC -CHOCOLATE FEST	327.75			
020692	09/21/2017	CANADIAN TIRE	1,085.74	A/P	OUT-STD	09/21/2017
	N16383008	RC-PARKS-SUPPLIES	282.34			
	N16383029	RC-PARKS- TREMCLAD PAINT, WOC	39.04			
	N16383032	TS-SHOP- KEYS	13.75			
	N16383063	RC-PARKS-MISCELLANEOUS	61.11			
	N16383082	RC-PARKS-HEAVY 4PK RATCH	45.93			
	N16383101	RC-PARKS- KEYS	6.88			
	N16383104	RC-PARKS- 4PC PAINT PAN	14.89			
	N16383109	CC-ARENA-BUG WASH	7.90			
	N16383132	RC-MILLPOOL- POOL SUPPLIES	90.83			
	N16383150	TS-SHOP- PAINT	43.69			
	N16383157	RC-PARKS- HELMET, HINGE	128.16			
	N16383165	CC-BUILDING-ANT KILLING POWDER	12.84			
	N16383171	RC-PARKS- ANT OUT	20.87			
	N16383176	CC-KITCHEN-TEATOWELS, BASKET	38.04			
	N16383179	TS-SHOP- CAP	1.25			
	N16408640	TS-SHOP- PROPANE	26.19			
	N16408642	RC-REC- PUROX CHLOR.	122.98			
	N16408649	RC-MILLPOOL- PLUG, CONNECTOR,	120.26			
	N16408651	GG-TOWN HALL- LIGHT BULBS	9.19			
020693	09/21/2017	CANADIAN SPRINGS	76.32	A/P	OUT-STD	09/21/2017
	9922786630	RC-MILLPOOL- WATER	76.32			
020694	09/21/2017	CANADA BREAD COMPANY LIMITED	25.56	A/P	OUT-STD	09/21/2017
	124314902497	CC-CANTEENS-HOT DOG BUNS	25.56			
020695	09/21/2017	CARQUEST	10.68	A/P	OUT-STD	09/21/2017
	14838-62579	TS-#22- OIL FILTER	10.68			
020696	09/21/2017	CHARLOTTE COUNTY JANITORIAL	1,185.08	A/P	OUT-STD	09/21/2017
	3700	PM-RCMP- JANITORIAL - JULY/17	1,185.08			
020697	09/21/2017	COCA COLA REFRESHMENTS CANADA COMPANY	437.47	A/P	OUT-STD	09/21/2017
	06841409	CC-CANTEEN-POP FOR CANTEENS	437.47			
020698	09/21/2017	CONTROLS & EQUIPMENT LTD.	661.25	A/P	OUT-STD	09/21/2017
	22729-R	CC-POOL-TROUBLESHOOT POOL P	661.25			
020699	09/21/2017	COX ELECTRONICS & COMMUNICATIONS	34.48	A/P	OUT-STD	09/21/2017
	1-008593	CC-EVENTS-VGA CABLE AND HDMI	34.48			
020703	09/21/2017	CREIGHTON-CARTER LTD.	2,714.46	A/P	OUT-STD	09/21/2017
	961-430618	TS-SHOP- BATTERY	29.57			
	961-430645	TS-#10-FUEL FILTERS	5.45			
	961-431027	PS-#205-U-BOLT CLAMPS	6.85			
	961-431219	TS-SHOP- HEATER HOSE, FUNNEL	21.53			
	961-431365	TS-SHOP- HEX KEY 12MM	13.43			
	961-431372	TS-#8- DIMMER SWITCH	23.63			
	961-431405	TS-SHOP- COMPRESSION TESTER	55.09			
	961-431450	TS-#22- STROBE LIGHT	169.45			
	961-431789	TS-SHOP- GUN WASH	73.84			
	961-432198	TS-SHOP- SPRAY GUN CLEANER, LI	49.40			
	961-432518	RC-#306- TAILGATE SUPPORT CABL	30.64			
	961-432527	RC-PARKS-FUSE	0.85			

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	961-432590	TS-SHOP- 10W30 OIL	97.85			
	961-432635	TS-SHOP- 2-1 8 X 3-1 2 TELESCO	12.31			
	961-432655	TS-#1- WHEEL BOLT NUT	28.91			
	961-432721	TS-#21- CAP, PLUG, FREIGHT	33.47			
	961432833	TS-SHOP- R T GREASE	214.23			
	961-432921	TS-#22- HD AIR FILTER	88.64			
	961-433166	PS-#200- 04-1000, CORE DEPOSIT	228.62			
	961-433191	TS-SHOP- GUN WASH	73.84			
	961-433301	TS-#21- ADAPTER	18.46			
	961-433373	TS-#21- INSTANT GASKET MAKER	52.38			
	961-433384	TS-#21,#22- ATF SUPERFLO	155.18			
	961-433386	TS-#21- SPARK PLUG	22.56			
	961-433424	TS-#21- ADAPTER	16.68			
	961-433426	TS-#21- AIR FILTER	71.81			
	961-433510	TS-#21- HYDRAULIC FILTER	16.43			
	961-433516	TS-SHOP- SCREWS	4.49			
	961-433521	PS-#200-ITEM #04-1000	-228.62			
	961-433542	TS-#21- HD LUBE FILTER	16.43			
	961-434010	TS-#1- BRAKE PADS	94.89			
	961-434048	TS-#1- OIL FILTER, RUST CHECK	31.56			
	961-434221	TS-SHOP- AXLE SKT. 36MM	37.46			
	961-434311	TS-#12- INTERIOR DOOR HANDLE	165.42			
	961-434545	TS-#1- BALL JOINT	185.04			
	961-434583	TS-#1-WARRANTY	-185.04			
	961-434764	RC-#304- STARTER, CORE DEPOSIT	279.77			
	961-434813	TS-SHOP- COUPLER	13.94			
	961-434953	TS-SHOP- COUPLER, BENCH GRIND	243.74			
	961-435089	TS-SHOP-LUBEX- EP 2 INDOOR SUM	172.01			
	961-435183	PS-#203- OIL FILTERS, FUEL FILTER	64.78			
	961-435205	TS-SHOP- TIRE BEAD SEALER	35.42			
	961-435244	TS-SHOP- 6 KNOT WIRE BRUSH	83.17			
	961-435280	TS-#22- AIR FILTER, OIL FILTER	24.83			
	961-435303	TS-SHOP- SCHOTCH PADS	9.29			
	961-435308	TS-#22 FUEL FILTER	31.07			
	961-435367	TS-#21- LUBE FILTER	20.55			
	9961-434075	TS-SHOP- HARDWARE	3.16			
020704	09/21/2017	CUSTOM EMBROIDERY PLUS	93.31	A/P	OUT-STD	09/21/2017
	412	TS-ST5- T-SHIRTS, SWEAQTSHIRTS	93.31			
020705	09/21/2017	DEMPSEY'S PLUMBING & HEATING	138.00	A/P	OUT-STD	09/21/2017
	2128	CC-ARENA-UNPLUGGED FLUSH WC	69.00			
	2178	CC-ARENA-INSTALLED SOLENOID V	69.00			
020706	09/21/2017	EAST COAST INTERNATIONAL TRUCKS	1,150.39	A/P	OUT-STD	09/21/2017
	22008S	TS-#12,#3- SPIRAX, OIL, FORMULA 5	410.93			
	22221S	TS-#16- ANTIFREEZE	159.90			
	22388S	PS-#201- FILTERS	122.64			
	22405S	PS-#201- FUEL FILTER	76.64			
	22416S	TS-SHOP- COMP. FOR UNIV. H	12.35			
	22483S	TS-#7- SS FLEX, SS LAP CLAMP	367.93			
020707	09/21/2017	ENBRIDGE GAS NEW BRUNSWICK	1,004.52	A/P	OUT-STD	09/21/2017

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	20170823010008-1016227- CC-BUILDING-NATURAL GAS 00	1,004.52			
020708	09/21/2017 FERO WASTE & RECYCLING INC. 0001351195 GG-TOWN-ZONE II GARBAGE COLLI 0001359885 GG-TOWN-ZONE II GARBAGEC COL	7,554.24 3,777.12 3,777.12	A/P	OUT-STD	09/21/2017
020709	09/21/2017 FITNESS DEPOT COMMERCIAL INC. 85139 CC-GYM-NL LEG PRESS/HACK SQU,	2,185.00 2,185.00	A/P	OUT-STD	09/21/2017
020710	09/21/2017 FRANK G GODSOE CHARTERED ACCOUNTANT 1183 GG-TOWNHALL-RECEPTIONSUPPO 1184 CC-TREASURY-ACCOUNTING SUPP 1187 CC-TREASURY-ACCOUNTING SUPP	2,171.78 313.38 570.40 1,288.00	A/P	OUT-STD	09/21/2017
020711	09/21/2017 FUNDY BUILDING INSPECTION & DRAFTING SERVIK 17-074 PS-BUILDINSPECTOR-AUG 20-SEP C 17-079 PS-BUILDINSPECTOR-SEP 04-17/17	4,657.50 2,070.00 2,587.50	A/P	OUT-STD	09/21/2017
020712	09/21/2017 GULLISON'S COURIER SERVICE 506812 TS-#21- TO TOWN FR/ SAUNDERS E 506830 TS-#16- TO TOWN FR/CASE EQUIP 506874 TS-SHOP- TO TOWN FR/ BAYVIEW 506886 TS-#16- TO TOWN FR/ MARITIME CA 710413 TS-#16- TO TOWN FR/ CASE EQUIP 710434 TS-#31,#34- TO TOWN FR/SAUNDER 710444 TS-SHOP- TO TOWN FR/ SAUNDERS 710496 TS-#21- TO TOWN FR/SAUNDERS E	350.75 28.75 63.25 28.75 28.75 28.75 46.00 92.00 34.50	A/P	OUT-STD	09/21/2017
020713	09/21/2017 HEWITT RENTALS INC. 527187001 CC-EVENTS-FORKLIFT RENTAL FOF	1,535.62 1,535.62	A/P	OUT-STD	09/21/2017
020714	09/21/2017 IRENE WATTS CLOTHINGALLOW17 PS-XINGGUARDS-CLOTHING ALLOV	97.19 97.19	A/P	OUT-STD	09/21/2017
020715	09/21/2017 KATELYN RODAS SANTACL AUS2017 GG-EVENTS-SANTA CLAUS PARADE	1,260.00 1,250.00*	A/P	OUT-STD	09/21/2017
020716	09/21/2017 KEITH'S BUILDING SUPPLIES 166459 RC-PARKS- BOOT TERRA ARGO 8" P 166549 TS-STS- LINE PAINT 166665 TS-AIRPORT- 3PC PAINT TRAY 166800 TS-STS-LINE PAINT 166908 RC-PARKS- STEEL ROOFING KIT 166978 CC-ARENA-PAINT, PAINTERS TAPE, 167130 TS-SHOP- TITAN SPRAYER 167131 TS- SHOP- TITAN CARRAGE AND GI	9,718.04 230.00 78.92 11.49 761.95 728.35 239.63 3,823.75 3,823.75	A/P	OUT-STD	09/21/2017
020717	09/21/2017 KEM CANADA MFG 113941 CC-POOL-CHEMICALS, LIQUIDATE,	638.74 638.74	A/P	OUT-STD	09/21/2017
020721	09/21/2017 KENT BUILDING SUPPLIES 10063257 CC-ARENA-SHOCK ABSORBING LAM 10084007 TS-SHOP-POLYCARB PANELS 10064058 TS-SHOP-PVC PANELS 1244194 RC-PARKS- DECK SCREWS, BOARD 1244650 RC-HORT-LIQUAFEEED REFILLS 1244814 TS-SHOP- ROOF SCREWS 1244827 RC-PARKS- BOARDS 1245211 RC-PARKS- DISPOSABLE MASKS 1245584 TS-SHOP- GABLE SQUARE VENT	3,082.88 -97.85 -66.04 -341.41 365.23 50.35 25.66 324.17 5.34 98.19	A/P	OUT-STD	09/21/2017

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	1245660	RC-PARKS- LNT FREE ROLLER, WIF	21.91			
	1245805	RC-PARKS- SCREWS, BOARDS, QUI	145.77			
	1245863	RC-PARKS- BOARDS	29.73			
	1246007	RC-PARKS- HEX BOLT	4.45			
	1246455	RC-PARKS- BLK CONTRACTOR 40C	26.73			
	1248209	TS-SHOP- ANCR/TAPS	18.70			
	1248591	RC-PARKS- BRUSH SET, ROLLER, B	132.76			
	1248799	CC-ARENA-PAINT, TAPE, WIRE ROL	86.26			
	1249547	RC-PARKS- SUP EX LTX SMG NB	50.15			
	1249938	RC-PARKS- BOARDS	196.22			
	1250302	RC-PARKS-QUIKRETE CONCRETE M	15.38			
	1250618	RC-HORT- HOSE, LIQUAFEEED REFIL	42.01			
	1252921	RC-PARKS-PLAYGROUND SIGNS	541.36			
	1252996	TS-SHOP- NAILS	6.41			
	1253118	RC-HORT- BLACK MULCH	39.88			
	1253866	RC-HORT- TORPEDO LEVEL, GROUI	70.15			
	1254230	TS-SHOP-KIT/WR DULEX UNIV WH	29.93			
	1254268	TS-SHOP-BOARDS	62.49			
	1254414*	CC-ARENA-PAINT SUPPLIES	241.06			
	1254505	RC-NATURE PARKS- PLYWOOD, FO.	99.51			
	1254508	RC-NATURE PARK- SUBFLOOR/ADH	14.09			
	1254583	TS-SHOP-SPADE BIT, CHISEL	24.05			
	1256733	RC-PARKS- SCREWS, NUTS, HEX B	9.11			
	1257003	RC-PARKS- BIT, PRY BAR, LEFT CU	59.93			
	1257005	TS-SHOP-NYLON TWINE TUBE	14.74			
	1257059	TS-SHOP-SCREWS. BOARDS, SURV	125.71			
	1257281	RC-PARKS-BOLTS, WASHERS, NUTS	28.95			
	1257345	TS-SHOP- BOARD	5.67			
	1258091	TS-SHOP-CAUTION FLAGGING TAPE	38.15			
	1258527	RC-PARKS- BOARD	8.53			
	1259098	RC-PARK- ROLLER SET, PAINT	58.27			
	1259220	TS-SHOP- PANEL, RECEPT,WIRE, DI	311.28			
	1259374	TS-SHOP-BOARD	5.22			
	1260292	TS-SHOP- SANDING BLOCK, WASHE	89.46			
	1260314	RC-PARK- BLK CONTRACTOR 40CT	26.73			
	1260697	TS-SHOP- MIRROR, LED BULB	38.47			
020722	09/21/2017 KEVIN SMITH AUTO BODY AND REPAIRS		111.55	A/P	OUT-STD	09/21/2017
	JULY 27, 2017 PS-FIRE- PREP & REFINISH WINDOW		111.55			
020723	09/21/2017 KONICA MINOLTA BUSINESS SOLUTIONS (CANADA		131.14	A/P	OUT-STD	09/21/2017
	246905114 CC-ADMIN-PHOTOCOPIER USAGE 7		131.14			
020724	09/21/2017 LIFESAVING SOCIETY - NB Branch		459.89	A/P	OUT-STD	09/21/2017
	1838 CC-POOL-EXAMINER APPOINTMENT		15.00			
	1839 CC-POOL-FIRST AID MANUALS X 6, (148.64			
	1841 CC-POOL-EMERGENCY FIRST AID V		124.25			
	1874 CC-POOL-NLS POOL RECERT, FIRS		172.00			
020725	09/21/2017 LINDE CANADA LTEE, M2193		12.65	A/P	OUT-STD	09/21/2017
	56781990 TS-SHOP- OXYGEN		12.65			
020726	09/21/2017 MICHELLE VEST		208.97	A/P	OUT-STD	09/21/2017
	208.97 CC-CANTEEN-SUPPLIES		208.97			
020727	09/21/2017 MINISTER OF FINANCE		209.30	A/P	OUT-STD	09/21/2017

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Number	Issued		Amount	SC	Status	Status Date
	WEEK382017	EMPLOYEE DEDUCTIONS-SEP 17-2:	209.30			
020728	09/21/2017	N. B. ELECTRIC POWER	14,070.62	A/P	OUT-STD	09/21/2017
	18988703SEP17	TS/PS-199 UNION ST-ELECTRICITY	1,218.90			
	19051703SEP17	TS-AIRPORT-ELECTRICITY	179.63			
	19051801SEP17	TS-AIRPORT-ELECTRICITY	51.06			
	216000030308SEP17	TS-ST5-AREA LIGHTS	11,762.87			
	71315207SEP17	PS-RCMP-ELECTRICITY	858.16			
020729	09/21/2017	SHANNON MICHAEL	371.91	A/P	OUT-STD	09/21/2017
	WEEK382017	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
020730	09/21/2017	SOURCE ONE SUPPLIES	4,438.79	A/P	OUT-STD	09/21/2017
	15639	RC-MILLPOOL- CHEMICALS	47.36			
	15646	RC-MILLPOOL-SODIUM BICARBONA	662.03			
	15663	RC-MILLPOOL-POOL CHEMICALS	562.24			
	15724	RC-MILLPOOL-POOL CHEMICALS	920.00			
	15725	PS-FIRE- DISPENSER, LEVER, HANC	74.74			
	15820*	CC-ARENA-HAND TOWELS, MOP HE	601.66			
	15953	PS-FIRE-PAPER TOWELS	45.99			
	15970	CC-BUILDING-FLOOR STRIPPER	39.93			
	15998	CC-ARENA-SPRAY BOTTLES X12, C	158.72			
	16018	CC-ARENA-SUPERGLOSS 20L PAIL	595.10			
	16046	PM-LIBRARY-GARBAGE BAGS, CLE	174.66			
	16047	PM-LIBRARY-TOWEL DISPENSERS	172.47			
	16048	CC-ARENA-BATH TISSUE X3, HAND	383.89			
020731	09/21/2017	CANADIAN SPRINGS	4.58	A/P	OUT-STD	09/21/2017
	9922889565	TS-SHOP- LATE PAYMENT CHARGE	4.58			
020732	09/21/2017	KIWANIS CLUB OF ST. STEPHEN	104,363.04	A/P	OUT-STD	09/21/2017
	2017-2738	GG-CIVIC-SKATEBOARD PARK PAVI	15,237.75			
	5448	GG-CIVIC-PROS SERIES SKATEBOA	20,000.00			
	5446.2	GG-CIVIC-PROS SERIES SKATEPAR	17,011.59			
	5448.3	GG-CIVIC-PROS SERIES SKATEPAR	10,000.00			
	5458.1	GG-CIVIC-PROS SERIES SKATEPAR	14,037.90			
	5458.2	GG-CIVIC-PROS SERIES SKATEPAR	14,037.90			
	5458.3	GG-CIVIC-PROS SERIES SKATEPAR	14,037.90			
020733	09/21/2017	MINISTER OF FINANCE	55.00	A/P	OUT-STD	09/21/2017
	30662017	PM-AIRPORT-PETROLEUM STORAG	55.00			
020734	09/21/2017	EMCO CORPORATION	566.84	A/P	OUT-STD	09/21/2017
	12505130-00	TS-ST5- CONC-CI/PL CPLGS	566.84			
020735	09/27/2017	BELL ALIANT	956.41	A/P	OUT-STD	09/27/2017
	47424130AUG17	CC-ADMIN-LANDLINE PHONES	956.41			
020736	09/27/2017	BELL MOBILITY INC.	970.09	A/P	OUT-STD	09/27/2017
	523889487SEP17	CC-ADMIN-CELL PHONE CHARGES	130.99			
	523889487SEP17CRE	GG-CAO-CELL PHONE CREDIT	-13.98			
	523889487SEP17GG	TS/PS/GG/RC-CELL PHONE CHARGI	853.08			
020737	09/27/2017	CHARLOTTE COUNTY JANITORIAL	201.25	A/P	OUT-STD	09/27/2017
	3698	PS-FIRE-JANITORIAL-JULY/17	201.25			
020738	09/27/2017	CHRISTIAN ANDERSEN	107.25	A/P	OUT-STD	09/27/2017
	5	CC-CANTEEN-WORKING CANTEEN	46.75			
	6	CC-CANTEEN-ACES GAME	60.50			
020739	09/27/2017	EMILY DEAN	100.00	A/P	OUT-STD	09/27/2017

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Number	Issued	Amount	SC	Status	Status Date
	100.00 GG-CIVIC-GRANT	100.00			
020740	09/27/2017 IRVING ENERGY DISTRIBUTION AND MARKETING 292854 CC-BUILDING-NATURAL GAS	472.72 472.72	A/P	OUT-STD	09/27/2017
020741	09/27/2017 JOAN MERRILL SEPT212017 GG-PUBLICWASHROOMS-SEP 08-21	120.00 120.00	A/P	OUT-STD	09/27/2017
020742	09/27/2017 KONICA MINOLTA BUSINESS SOLUTIONS (CANADA 246907558 GG-TOWNHALL-COPIERMINTENAN 247389759 GG-TOWNHALL-PHOTOocopierMAI	205.42 101.48 103.94	A/P	OUT-STD	09/27/2017
020743	09/27/2017 MAGUIRE EXCAVATING LTD. 23988 TS-STREETSIMPROVEMENT-CHURC	75,151.90 75,151.90	A/P	OUT-STD	09/27/2017
020744	09/27/2017 MARK'S COMMERCIAL BBI-0000077726 TS-SHOP- CLOTHING ALLOWANCE	533.98 533.98	A/P	OUT-STD	09/27/2017
020745	09/27/2017 MAYFIELD GARDENS & LANDSCAPE 736 RC-HORT- FLOWERS 737 RC-MILLPOOL- CHEMICALS 765 CC-POOL-ATLANTIC 12 X4 + DRUM I	8,542.53 7,163.13 206.77 1,172.63	A/P	OUT-STD	09/27/2017
020746	09/27/2017 MCINNES COOPER 2017018931 GG-LEGAL-PROPERTY SEARCH 2017018933 GG-LEGAL-CONTRACT 2017018936 GG-LEGAL-BYLAW 2017020828 GG-LEGAL-GENÉRAL 2017020833 GG-LEGAL-BYLAW 2017022740 GG-LEGAL-PROPERTY SALE 2017022746 GG-LEGAL-PROPERTY SALE	6,474.73 117.99 855.14 777.40 1,865.76 466.44 830.00 1,562.00	A/P	OUT-STD	09/27/2017
020747	09/27/2017 MEGA-LAB MANUFACTURING CO. LTD. 0000146252 CC-ARENA-PAIL OF BACTII-GT(23) 146161 TS-SHOP- MEGALUBE WP GREASE	640.55 419.75 220.80	A/P	OUT-STD	09/27/2017
020748	09/27/2017 MICMAC FIRE & SAFETY SOURCE LTD. NS-00844896 PS-FIRE-BATTERY	92.00 92.00	A/P	OUT-STD	09/27/2017
020749	09/27/2017 MLLTOWN MACHINE & FABRICATION LTD. 19378 TS-#10-4 X 4 X 1/4 ANGLE IRON 19386 TS- DECORATIVE STREET LIGHT - R	819.81 42.21 777.60	A/P	OUT-STD	09/27/2017
020750	09/27/2017 MINISTER OF FINANCE WEEK392017 EMPLOYEE DEDUCTIONS-SERT 24-	209.30 209.30	A/P	OUT-STD	09/27/2017
020752	09/27/2017 N. B. ELECTRIC POWER 10128106SEP17 TS-XING LIGHTS-KING ST 17935200SEP17 TS-KING/UNION ST-TRAFFIC LIGHTS 18169205SEP17 RC-POOL-MILL LANE 19055406SEP17 RC-ARENA-ELECTRICITY 50660140SEP17 RC-PARKS-ROTARY CHANGING RO 54187672SEP17 TS-KING/QUEEN ST-TRAFFIC LIGHT 54253127SEP17 CC-BUILDING-ELECTRICITY 54653258SEP17 TS-KING/SUPERSTORE-TRAFFIC LIC 55160607SEP17 RC-COTTONMILL-LIGHTS 55917471SEP17 TS-ST5-WATERFRONT LIGHTS 57955782SEP17 RC-BANDSTAND-CHOCOLATE PARK 57955808SEP17 GG-120 MILLTOWN BLVD-ELECTRIC 72924306SEP17 RC-PARKS-BANDSTAND 73006038SEP17 RC-LIBRARY-ELECTRICITY	30,944.50 26.11 40.84 1,888.35 397.51 26.25 39.03 26,238.78 61.58 73.15 64.43 28.81 26.25 47.30 1,826.33	A/P	OUT-STD	09/27/2017

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	82122207SEP17	RC-PARKS-BASKETBALL COURT	52.56			
	83278804SEP17	TS-STS-PARKS SHED	29.11			
	84960501SEP17	RC-PARKS-RIVERSIDE DR LIGHTS	78.11			
020753	09/27/2017	NEW SYSTEM LAUNDRY & CLEANERS LTD.	284.20	A/P	OUT-STD	09/27/2017
	386276	GG-TOWNHALL-FLOOR MATS	95.36			
	389572	PM-RCMP-FLOOR MATS	46.74			
	390033	GG-TOWNHALL-FLOOR MATS	95.36			
	390500	PM-RCMP- FLOOR MATS	46.74			
020754	09/27/2017	O'CONNELL MIKE	525.75	A/P	OUT-STD	09/27/2017
	REC.NB2017	RC-RECREATIONDIRECTOR-REC. N	125.00			
	SPORTNB2017	RC-RECREATIONDIRECTOR-SPORT	400.75			
020755	09/27/2017	OK TIRE & AUTO SERVICE	48.71	A/P	OUT-STD	09/27/2017
	IN042099	TS-SHOP- MURPHY MOUNTING SOA	48.71			
020756	09/27/2017	ORKIN CANADA CORPORATION	143.75	A/P	OUT-STD	09/27/2017
	IN-7849524	PS-FIRE- PEST CONTROL	143.75			
020757	09/27/2017	ORR ELECTRIC & ALARM LTD.	902.65	A/P	OUT-STD	09/27/2017
	2811	RC-DECORATIVE STREET LIGHT-RE	547.68			
	2817	PM-LIBRARY- INSTALL NEW DATA L	285.97			
	2827	RC-MILLPOOL- REPLACED FUSE & C	69.00			
020758	09/27/2017	PETTY CASH	128.15	A/P	OUT-STD	09/27/2017
	AUG162017	GG-CIVIC-MEMORIAL DONATION	25.00			
	AUG162017*	GG-TOWNHALL-BATTERIES	8.34			
	AUG182017*	GG-TOWNHALL-BATTERIES	7.58			
	AUG292017	GG-CIVIC-MEMORIAL DONATION	20.00			
	AUG312017	GG-CIVIC-MEMORIAL DONATION	50.00			
	AUGADJUSTMENT17	GG-PETTY CASH ADJUSTMENT FOF	-0.02			
	SEPT082017	GG-CIVIC-FLOWERS IN SYMPATHY	17.25			
020759	09/27/2017	PROMO HEROES	181.93	A/P	OUT-STD	09/27/2017
	13287	RC-PARKS-CLOTHING ALLOWANCE	153.18			
	13940	RC-POOL-FIRST PLACE RIBBONS	28.75			
020760	09/27/2017	RAYMOND LAWTON	7,500.00	A/P	OUT-STD	09/27/2017
	1953MACKFIRETRUCK	PS-FIRE-1953 MACK FIRE TRUCK PURCHASE	7,500.00			
020761	09/27/2017	RICHWIL TRUCK CENTRE LTD.	256.59	A/P	OUT-STD	09/27/2017
	119277	TS-#7- BEARINGS, FLEET SHOE, SE,	504.97			
	CM116866	TS-SHOP-CORE RETURNS CREDIT	-248.38			
020762	09/27/2017	SAUNDERS EQUIPMENT LTD.	929.72	A/P	OUT-STD	09/27/2017
	67996	TS-#21- HYDRAULIC LIFT CYL, PRE-I	846.18			
	68027	TS-#21- 3/4" ELBOW	83.54			
020763	09/27/2017	SCP DISTRIBUTORS INC CANADA	141.11	A/P	OUT-STD	09/27/2017
	FE050448	CC-POOL-HYDROQUANT REAGENT	131.91			
	FE050542	CC-POOL-FREIGHT CHARGE CORRI	9.20			
020764	09/27/2017	SHANNON MICHAEL	371.91	A/P	OUT-STD	09/27/2017
	WEEK392017	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
020765	09/27/2017	SHARPE'S LAWN CARE	2,070.00	A/P	OUT-STD	09/27/2017
	180	PM-BUSINESS PARK- PROPERTY M	1,150.00			
	181	RC-PARKS- SOCCOR FIELD LINING .	920.00			
020766	09/27/2017	SOURCE ATLANTIC	477.68	A/P	OUT-STD	09/27/2017
	2658225	TS-SHOP- ZIPCUT, DISC FLAP 60 GF	350.67			
	2658226	PS-FIRE- BLACK QUILTED BIB OVER	127.01			

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020767	09/27/2017 SOUTHWEST CONCRETE & CONS LTD IN000002552* TS-ST5-EQUIPMENT RENTAL, 4000F IN000002616 TS-ST5-D6 JUNE CHANNEL BLOCK IN000002832 TS-ST5-CONCRETE, LIMESTONE, CF	5,821.88 817.65 672.75 4,331.48	A/P	OUT-STD	09/27/2017
020768	09/27/2017 SOUTHERN SANITATION LTD. 157377 TS/RC-ST5/PARKS-GARBAGE COLLI 157379 GG-TOWN- ZONE III GARBAGE COLI 157381 GG-TOWN- ZONE 1 GARBAGE COLL 157402 PM-AIRPORT-GARBAGE COLLECTIC	9,133.50 493.35 4,005.74 4,602.78 31.63	A/P	OUT-STD	09/27/2017
020769	09/27/2017 SOUTHWEST ELECTRIC & SECURITY INC. 14751 CC-EVENTS-ELECTRICAL SUPPORT 14760 CC-BUILDING-TROUBLESHOOT REC	426.26 345.18 81.08	A/P	OUT-STD	09/27/2017
020770	09/27/2017 SOUTH WEST COURIER 16576 CC-ARENA-SHIPPIING CHARGES FO	56.67 56.67	A/P	OUT-STD	09/27/2017
020771	09/27/2017 SOUTHWEST NEW BRUNSWICK SERVICE COMMISS 185458-186096 GG-TOWN -REGIONAL LANDFILL <i>CONTRACT</i>	8,405.94 8,405.94	A/P	OUT-STD	09/27/2017
020772	09/27/2017 SPEEDY ST-STEPHEN 8768 8768-248011 CC-EVENTS-TEST FLIPPING GLASS 8768-252061 CC-BUILDING-FIX GLASS IN ADMIN I	385.25 207.00 178.25	A/P	OUT-STD	09/27/2017
020773	09/27/2017 ST. CROIX PRINTING & PUBLISHING COMPANY LIMI 26151 CC-ADMIN-GARCELON CIVIC CENTE 26176 GG-CIVIC- HIGHWAY SIGNS 26442 CC-ADMIN-11X17 LAMINATES	8,678.63 782.17 7,891.88 4.58	A/P	OUT-STD	09/27/2017
020774	09/27/2017 STATIONERY PLUS 14307 CC-ADMIN-PHONE MESSAGE PAD 17239 CC-ADMIN-PHOTO-COPIER PAPER 17549 CC-ADMIN-PAPER CLIPS, FLIP CHAF 17600 TS-ST5- FLAGS 17849 GG-TOWN HALL- PAPER, MARKERS 18169 CC-ADMIN-RUBBER STAMP 18382 GG-TOWN HALL- PRINTER 18845 GG-TOWN HALL- PAPER, TONER, BI 18891 CC-ADMIN-PHOTO-COPIER PAPER, (C 18893 CC-ADMIN-PHOTO-COPIER PAPER 18977** GG-TOWN HALL- PENS 19055 GG-TOWN HALL- ENVELOPES, PAPE 369390 CC-ADMIN-THERMAL ROLL	2,076.78 12.41 45.89 40.32 1,220.98 224.87 26.68 247.70 133.37 57.11 45.89 51.94 8.61 -38.99	A/P	OUT-STD	09/27/2017
020775	09/27/2017 SWIMMING NEW BRUNSWICK 2016-72 CC-POOL-NEW CLUB FEE	100.00 100.00	A/P	OUT-STD	09/27/2017
020776	09/27/2017 TEED SAUNDERS DOYLE & CO. 7923 GG-TREASURY- ACCOUNTING PROI	3,450.00 3,450.00	A/P	OUT-STD	09/27/2017
020777	09/27/2017 THYSSENKRUPP ELEVATOR (CANADA) LIMITED 1252522 CC-BUILDING-QUARTERLY ELEVATI	1,137.12 1,137.12	A/P	OUT-STD	09/27/2017
020778	09/27/2017 TIM TOZER CAAWORKSHOP2017 GG-TREASURE-PROFESSIONAL ETI	132.40 132.40	A/P	OUT-STD	09/27/2017
020779	09/27/2017 TOTAL FALL PROTECTION 1225984 PS-FIRE-HARNES5 INSPECTION	652.91 652.91	A/P	OUT-STD	09/27/2017
020780	09/27/2017 WATER & ICE NORTH AMERICA INC. 39617 CC-POOL-DPD REAGENT #3 X12	252.82 252.62	A/P	OUT-STD	09/27/2017

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020781	09/27/2017 YELLOW PAGES GROUP	20.94	A/P	OUT-STD	09/27/2017
	17-4659929 GG-TOWN HALL- 911 LISTING-JUN 1	10.47			
	17-4791384 GG-TOWN HALL- 911 LISTING- AUG	10.47			
020782	09/27/2017 ORKIN CANADA CORPORATION	71.30	A/P	OUT-STD	09/27/2017
	IN-7891566 CC-BUILDING-PEST CONTROL AUGI	71.30			
020783	09/27/2017 ST. CROIX PRINTING & PUBLISHING COMPANY LIM	650.84	A/P	OUT-STD	09/27/2017
	151872 GG-CIVIC- MAINTENANCE/ CUSTOD	148.76			
	151873 GG-CIVIC- C.A.O EMPLOYMENT AD.	148.76			
	151874 GG-AD-ASSISTANT TREASURER	127.51			
	151875 GG-CIVIC- TOWN EVENTS	49.15			
	152365 GG-CIVIC- TOWN EVENTS	49.15			
	152366 GG- CIVIC- ASSISTANTANT TRESUR	127.51			
020784	09/28/2017 SOS MARKETING	248.40	A/P	OUT-STD	09/28/2017
	5783596 PS-FIRE-PENS, PERSONALIZATION	248.40			
020785	09/28/2017 PAYROLL TRANSFER	81,006.00	A/P	OUT-STD	09/28/2017
	WEEK392017 GG-TRANSFÉR-SEP 15-28/17	81,006.00			
020786	09/28/2017 RECEIVER GENERAL FOR CANADA	36,602.98	A/P	OUT-STD	09/28/2017
	WEEK392017 GG-REMITTANCE-SEP 15-28/17	36,502.98			
Cheque Totals Issued:		679,969.97			
Void:		0.00			
Total Cheques Generated:		679,969.97			
Total # of Cheques Listed:		130			

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Town of St. Stephen
BNK2 - Utility Bank Account
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Number	Issued	Amount	SC	Status	Status Date
006632	09/06/2017 SCP DISTRIBUTORS INC CANADA FE048788 WS-SOURCE-CHLORINE	1,244.30 1,244.30	A/P	OUT-STD	09/06/2017
006633	09/13/2017 TOWN OF ST. STEPHEN 109858.97 GG-GENERAL OPERATING FUND TR	109,858.97 109,858.97	A/P	OUT-STD	09/13/2017
006634	09/13/2017 TOWN OF ST. STEPHEN 13386.24 GG-UTILITY CAPITAL FUND TRANSF	13,386.24 13,386.24	A/P	OUT-STD	09/13/2017
006635	09/13/2017 TOWN OF ST. STEPHEN 34421.76 GG-UTILITY CAPITAL FUND TRANSF	34,421.76 34,421.76	A/P	OUT-STD	09/13/2017
006636	09/21/2017 A ONE PUMPING SERVICE LTD. 5669 SCD-DISPOSAL-JET RODDER SEWE 6136 WS-TRANS&DIST-SEWER FLUSHER	5,278.50 465.75 4,812.75	A/P	OUT-STD	09/21/2017
006637	09/21/2017 BELL ALIANT 11366812AUG17 WS-SOURCE-PUMP STATION 19002807AUG17 SCD-DISPOSAL-OLD BAY WWTP	305.46 136.47 168.99	A/P	OUT-STD	09/21/2017
006638	09/21/2017 BRENNTAG CANADA INC. 40686352 WS-SOURCE- CHLORINE 40757033 WS-SOURCE- CHLORINE 40767582 SCD-DISPOSAL-EMPTY CYLINDER F 40775027 SCD-DISPOSAL-EMPTY CHLORINE (40783395 WS-SOURCE-CHLORINE 40783929 SCD-DISPOSAL-SODIUM HYPO10.8%	13,926.22 6,133.13 6,435.20 -3,220.00 -3,220.00 6,434.33 1,363.56	A/P	OUT-STD	09/21/2017
006639	09/21/2017 BRUNET 30279* WS/SCD-SEWER- QUARTERLY SER*	81.94 81.94	A/P	OUT-STD	09/21/2017
006640	09/21/2017 CANADIAN TIRE N16383079 WS-SOURCE-SIGNS N16383097 WS-SOURCE- SPRAY 9, BRUSH SET N16383133 SCD-DISPOSAL- RECEPTACLE N16383134 WS-SOURCE- BUG SPRAY N16383153 SCD-DISPOSAL- GAS JUG, GAS LINE N16383154 SCD-DISPOSAL- FUEL FILTER N16383164 WS-TRANS&DIST- 5W 20 OIL N163831701 WS-SOURCE-TUBING N16408837 WS-SOURCE- PAINT, PAINT KIT N16408867 WS-SOURCE- GENERATOR N16408891* WS-SOURCE- BOLT BOX N16409407 WS-SOURCE-SUPPLIES N16409419* WS-SOURCE-PRUNING SHEARS	1,151.71 50.60 52.74 5.50 36.77 31.60 5.51 223.49 73.89 96.54 379.44 57.49 166.68 -28.74	A/P	OUT-STD	09/21/2017
006641	09/21/2017 CREIGHTON-CARTER LTD. 961-430672 WS-#102-AIR FILTER 961-430840 SCD-DISPOSAL-U-BOLT CLAMPS 961-431046 SCD-DISPOSAL- BOX T-SHIRT WIPE 961-431335* WS-#8- DIMMER SWITCH 961-431639 WS-TRANS&DIST- HARDWARE 961-431758 SCD-DISPOSAL- GLOVES 961-432584 WS-#102- LAMP, HALOGEN PACK 961-432712 WS-#102- CLEAR FILM 961-433246 WS-#8- BULB, VOLT REG CON, CLU* 961-433839 SCD-DISPOSAL- HYDRAULIC HOSE	291.69 13.94 6.85 29.95 23.63 0.60 71.96 47.70 57.40 24.44 15.12	A/P	OUT-STD	09/21/2017
006643	09/21/2017 EMCO CORPORATION	9,767.63	A/P	OUT-STD	09/21/2017

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Number	Issued		Amount	SC	Status	Status Date
	12504400-01	WS-TRANS&DIST- CPLG, HSE CLAM	278.99			
	12504569-02	WS-TRANS&DIST- CPLG CB, TAILNU	541.82			
	12504571-00	WS-TRANS&DIST- SERV BOXES	424.67			
	12505067-00	WS-TRANS&DIST- SERV TUBE, DI M	763.91			
	12505067-01	WS-TRANS&DIST- SERV TUBES	184.58			
	12505068-00	WS-TRANS&DIST- AIRCRAFT CABLE	270.26			
	12505094-00	WS-TRANS&DIST- GATE BOX COVEI	81.43			
	12505094-01	WS-TRANS&DIST- GATE BOX COVEI	363.40			
	12505125-00	WS-TRANS&DIST- GRND CLAMP, ZII	241.50			
	12505159-00	WS-TRANS&DIST- 1-1/2 RSR F/5-1/4,	488.73			
	12505166-00	WS-TRANS&DIST- SERV TUBE	297.47			
	12505332-00	WS-TRANS&DIST- BOLTS	74.06			
	12505393-00	WS-TRANS&DIST- NUTS & GASKETS	193.48			
	12505394-00	WS-TRANS&DIST- TAIL NUT, GASKT	5,109.86			
	12505492-00	WS-TRANS&DIST- D14 SERV BOX CI	453.47			
006644	09/21/2017	GREENLAW'S GARAGE LTD.	34.50	A/P	OUT-STD	09/21/2017
	1641	WS-TRANS&DIST- MOUNT & BALAN	34.50			
006645	09/21/2017	GULLISON'S COURIER SERVICE	115.00	A/P	OUT-STD	09/21/2017
	710448	WS-SOURCE- TO RPC FR/TOWN	46.00			
	710498	WS-SOURCE- TO RPC FR/TOWN	34.50			
	958641	WS-SOURCE- TO RPC FR/TOWN	34.50			
006646	09/21/2017	HETEK SOLUTIONS INC.	63.99	A/P	OUT-STD	09/21/2017
	0024861	WS-TRANS&DIST-INV0022699 HST C	63.99			
006647	09/21/2017	KEITH'S BUILDING SUPPLIES	515.79	A/P	OUT-STD	09/21/2017
	166226	SCD-DISPOSAL-PLYWOOD	108.08			
	166402	SCD-DISPOSAL-LUMBER, TREATED	135.50			
	166412	SCD-DISPOSAL- 3M A/C CORD, MINI	19.99			
	166426	SCD-DISPOSAL- STAIN NATURAL O/	68.99			
	166610	SCD-DISPOSAL- SCREEN, HARDWA	3.54			
	168757	WS-SOURCE- PLYWOOD	162.12			
	166935	SCD-DISPOSAL- DEVICE BOX, BOX I	17.57			
006648	09/21/2017	KENT BUILDING SUPPLIES	229.17	A/P	OUT-STD	09/21/2017
	1248854	WS-TRANS&DIST- MIX ALL COND SE	39.08			
	1249622	WS-SOURCE- PVC, MONO ULTRA B/	97.73			
	1258444	WS-TRANS&DIST- 36" PICK HANDLE	17.64			
	1258648	WS-TRANS&DIST- 1X 18X 1/2 WOOD	74.72			
006649	09/21/2017	N. B. ELECTRIC POWER	18,837.97	A/P	OUT-STD	09/21/2017
	36869807SEP17	WS-3-119 MAXWELL XING BLDG	884.06			
	50228902SEP17	WS-MAXWELL XING-PUMPS	45.84			
	52557428SEP17	SCD-218 OLD BAY RD-WWTP	15,528.90			
	53473043SEP17	WS-SOURCE-CHLORINE RESIDUAL	28.51			
	61230004SEP17	WS-MAXWELL XING-PUMPS	2,193.94			
	82291006SEP17	WS-SOURCE-RESERVOIR	156.72			
006650	09/21/2017	SERVICE NEW BRUNSWICK	1,028.42	A/P	OUT-STD	09/21/2017
	1027878	WS-UTILITY-PAYMENT ACCEPTANC	503.42			
	1028880	WS-UTILITY-NSF CHEQUE CHARGE	525.00			
006651	09/21/2017	SOURCE ONE SUPPLIES	311.19	A/P	OUT-STD	09/21/2017
	14507	WS-SOURCE- SCAFFOLDING RENT/	112.70			
	15903	WS-SOURCE-TISSUE, BROOM, CLE/	133.01			
	15956	SCD-DISPOSAL-PAPER TOWELS, S/	65.48			

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of St. Stephen
BNK2 - Utility Bank Account
 Cheques from 000001 to 006675 dated between 09/01/2017 and 09/30/2017

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
006652	09/21/2017 TOWN OF ST. STEPHEN 30322.89 WS-TRANSFER-TO UTILITY CAPITAL	30,322.89 30,322.89	A/P	OUT-STD	09/21/2017
006653	09/21/2017 TOWN OF ST. STEPHEN 47808.00 WS-TRANSFER-TO UTILITY/GENER/	47,808.00 47,808.00	A/P	OUT-STD	09/21/2017
006654	09/21/2017 TOWN OF ST. STEPHEN 66110.00 WS-FUNDTRANSFER-TO UTILITY/GE	66,110.00 66,110.00	A/P	OUT-STD	09/21/2017
006655	09/27/2017 BELL MOBILITY INC. 523889487SEP17*UTI WS/SCD-CELL PHONE CHARGES	916.46 916.46	A/P	OUT-STD	09/27/2017
006656	09/27/2017 BRIGGS PLUMBING INC. 112758 WS-SOURCE-VANITY, SHOWER, SIN 112759 WS-SOURCE-SUPPLY AND INSTALL	6,270.16 3,984.72 2,285.44	A/P	OUT-STD	09/27/2017
006657	09/27/2017 CANADIAN PACIFIC RAILWAY COMPANY 1800163564 SCD-DISPOSAL-PID01304120 PROPI	542.47 542.47	A/P	OUT-STD	09/27/2017
006658	09/27/2017 DOWNEY FORD SALES LTD. 27521 WS-#105-WATER HEATER HOSE	61.36 61.36	A/P	OUT-STD	09/27/2017
006659	09/27/2017 MARK'S COMMERCIAL BBI-0000067340 SCD-DISPOSAL-CLOTHING ALLOWA	200.70 200.70	A/P	OUT-STD	09/27/2017
006660	09/27/2017 MEGA-LAB MANUFACTURING CO. LTD. 146090 SCD-DISPOSAL- CAPTIVE 8	1,773.76 1,773.76	A/P	OUT-STD	09/27/2017
006661	09/27/2017 MILLTOWN MACHINE & FABRICATION LTD. 19390 WS-TRANS&DIST- BOLTS, NUTS, FL	71.25 71.25	A/P	OUT-STD	09/27/2017
006662	09/27/2017 N. B. ELECTRIC POWER 53123817SEP17 SCD-STX-DECHLORINATION CHAME 53158875SEP17 SCD-STX-BUDD AVE LIFT STATION 54807440SEP17 WS-STX-158A MILLTOWN BLVD. LIF 56356048SEP17 SCD-STX-18 RIVERSIDE DR-LIFT ST. 61204006SEP17 SCD-DISPOSAL-2-216 KING ST LIFT 61224002SEP17 SCD-STX-358A MILLTOWN BLVD. LIF 61236008SEP17 WS-STX-BUDD AVE LIFT STATION 76139807SEP17 SCD-STX-5-4 RIVERSIDE DR-LIFT ST 84934906SEP17 SCD-STX-6-58A RIVERSIDE DR LIFT 84943406SEP17 WS-STX-TODD HILL RESERVOIR	2,987.10 131.70 1,824.79 29.11 32.12 138.94 397.47 150.10 44.14 89.23 149.50	A/P	OUT-STD	09/27/2017
006663	09/27/2017 PUROLATOR COURIER LTD. 435362459 WS-SOURCE- BRENNTAG CANADA I	34.89 34.89	A/P	OUT-STD	09/27/2017
006664	09/27/2017 RESEARCH & PRODUCTIVITY COUNCIL 211361 WS-SOURCE-DRINKING WATER LAE 211371 WS-SOURCE-DRINKING WATER LAE 212255 WS-SOURCE-DRINKING WATER LAE 212432 WS-SOURCE-DRINKING WATER LAE 212506 WS-SOURCE-DRINKING WATER LAE	1,267.64 413.21 72.37 434.22 275.47 72.37	A/P	OUT-STD	09/27/2017
006665	09/27/2017 RICHARD PIERCE LTD. JULY252017 WS-BACKFLOWPREVENTORSTEST	1,190.25 1,190.25	A/P	OUT-STD	09/27/2017
006666	09/27/2017 SAINT JOHN LABORATORY SERVICES LTD. 647-17 SCD-DISPOSAL- TREAT PLANT LAB 715-17 WS-SOURCE-DRINKING WATER LAE	1,614.46 1,549.97 64.49	A/P	OUT-STD	09/27/2017
006667	09/27/2017 SCP DISTRIBUTORS INC CANADA FE053386 WS-SOURCE-CHLORINE (ATLANTIC	1,235.10 1,235.10	A/P	OUT-STD	09/27/2017
006668	09/27/2017 SOUTHWEST CONCRETE & CONS LTD IN000002552** WS-STX-CRUSHED GRAVEL	1,444.98 1,078.70	A/P	OUT-STD	09/27/2017

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of St. Stephen
 BNK2 - Utility Bank Account
 Cheques from 000001 to 006675 dated between 09/01/2017 and 09/30/2017

CHEQUE REGISTER

Printed: 4:02:24PM 10/04/2017

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Number	Issued		Amount	SC	Status	Status Date
	IN000002616*	WS-ST5-CRUSHED GRAVEL, SCREE	366.28			
006669	09/27/2017	SOUTHERN SANITATION LTD.	113.85	A/P	OUT-STD	09/27/2017
	15735	WS-BUDDAVE-GARBAGE COLLECTI	113.85			
006670	09/27/2017	STATIONERY PLUS	483.38	A/P	OUT-STD	09/27/2017
	17754	WS-SOURCE- 9V BATTERY 12PK.	30.99			
	17849*	WS/SCD-TOWN HALL- PAPER, MARI	52.72			
	17968	WS-SOURCE- PENS, NOTE BOOKS	29.62			
	18375	WS-SOURCE-PENS, USB CABLE, CA	60.48			
	18845*	WS/SCD-TOWN HALL- PAPER, LASE	211.33			
	18977*	WS/SCD-TOWN HALL- PENS	51.96			
	19055*	WS/SCD-TOWN HALL- ENVELOPES,	31.04			
	19207	WS-SOURCE- PENCILS, NOTEBOOK	15.24			
006671	09/27/2017	VIKING FIRE PROTECTION INC	505.45	A/P	OUT-STD	09/27/2017
	548986	WS-SOURCE-CAST IRON SCR PLUG	505.45			
006672	09/27/2017	WURTH CANADA LIMITED	260.37	A/P	OUT-STD	09/27/2017
	22768812	WS-TRANS&DIST- HEX NUTS, FLAT	260.37			
006673	09/27/2017	XPLORNET	170.18	A/P	OUT-STD	09/27/2017
	INV18536743	WS-SOURCE-SATELITE SERVICE-AI	85.09			
	INV18901522	WS-SOURCE-SATELITE SERVICE-SI	85.09			
006674	09/27/2017	SOURCE ATLANTIC	22.36	A/P	OUT-STD	09/27/2017
	2651707	WS-TRANS&DIST- PAINT INVERTED	22.36			
Cheque Totals Issued:			376,257.41			
Void:			0.00			
Total Cheques Generated:			376,257.41			
Total # of Cheques Listed:			42			

* - Partial payment was made on Invoice

** - Name on Check was modified

RESOLUTION NO.: _____

DATE: October 23, 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 October 11, 2017 be approved as circulated.

COMMITTEES MEETING
WEDNESDAY, OCTOBER 11, 2017 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following Open Committees Meeting).

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

It was MOVED by Deputy Mayor Carr and SECONDED by Councillor Hyslop that the above-noted five (5) items be moved into closed session following the Open Committees Meeting as per Section 10.2(4)(c) and (j) of the New Brunswick *Municipalities Act*. CARRIED

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE

PRESENT: Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; Assistant Town Treasurer Frank Godsoe; and Town Clerk Joan Flewelling.

ABSENT: Acting Chief Administrative Officer Lee Johnson and Town Treasurer Tim Tozer.

2. APPROVAL OF AGENDA

It was MOVED by Councillor Wheaton and SECONDED by Councillor Harding 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 – There was no report this month.

- (ii) Report of the Finance Department – The report of the Finance Department was received and reviewed.
- (iii) Cheque Register for month of September 2017 - The memo from the Assistant Treasurer dated October 4, 2017 with attached cheque register was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, October 23, 2017.
- (iv) Operation Christmas Joy – The letter from Don & Linda McGee, Committee for Operation Christmas Joy, dated October 5, 2017 was received and reviewed.

A motion will be considered at the next Regular Session of Council on Monday, October 23, 2017 to provide a grant in the amount of \$204.00 (two hundred and four dollars) for Operation Christmas Joy to cover the room rental fee at the Garcelon Civic Center for its fundraiser on November 4, 2017.

POLICE AND FIRE - Chaired by Councillor Harding

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

Sergeant Peter Stubbs stated he was pleased with the number of marihuana plants seized recently. He advised that, to date, many tickets have been given out during the October stop sign awareness campaign.

Sergeant Stubbs further advised that Constable Catherine Allard will be present with an RCMP vehicle near Abbott Street and Queen Street West, passing out treats, on Halloween.

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

In addition to his report, the Fire Chief advised that the 1953 Mack fire truck recently purchased will be an entry in the Christmas Parade.

- (iii) Purchase of Air Bag Lifting System – The memo from the Fire Chief dated September 29, 2017 was received and reviewed. Council agreed with the Fire Chief's recommendation that the town purchase the air bag lifting system 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, October 23, 2017

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

Further to the By-Law Enforcement Officer's report with respect to late night usage of the Kiwanis Skate Park, the Director of Parks and Recreation advised that signage will be erected in the near future.

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

- (i) Report of the Building Inspection Office – The report of the Building Inspection Office was received and reviewed.
- (ii) Report of the Development / Property Management Office – The report of the Development / Property Management Office was received and reviewed.

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) Promenade of the Premiers Project – Mayor MacEachern recommended that the two (2) Premier signs which the Town has had in its possession for a number of years should be erected in the near future, and Council directed the Director of Parks and Recreation, through the Acting Chief Administrative Officer, to find a suitable location for installation of the signs.
- (iii) Sentinel Emergency Response System – Mayor MacEachern recommended that the Sentinel System should get up and running again and Council directed the Fire Chief and/or his designate(s), through the Acting Chief Administrative Officer, to manage the system.
- (iv) Elm Street Nature Park:
- (Acquisition of Property North of Park) – The letter from the President, St. Stephen Elm Street Park Society dated September 18, 2017 was received and reviewed, and Council directed the Acting Chief Administrative Officer to draft a letter of support to acquire approximately 23 acres from the Province for a nominal fee.
 - (Additional Street Signs) - The letter from the President, St. Stephen Elm Street Park Society dated September 19, 2017 was received and reviewed, and a motion will be considered at the next

Regular Session of Council on Monday, October 23, 2017 to grant permission to erect three (3) signs as indicated on the information presented to Council in order to promote the location of the park.

- (v) Garcelon Civic Center Report – The report from Richard Fulton was received and reviewed.
- (vi) Credit Application – The memo from the Garcelon Civic Center Operations/Maintenance Coordinator with attached credit application from TRANE Atlantic was received and reviewed.

A motion will be considered at the next Regular Session of Council on Monday, October 23, 2017 to authorize the Mayor and Town Clerk to sign the credit application in order to process any future purchases.

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Wheaton

- (i) Planning, Promotion and Tourism – The report from Alex Reid, Events Development Coordinator, was received and reviewed.
- (ii) 2018 Business Improvement Levy - The memo from the Treasurer dated October 2, 2017 with attached letter from the Business Improvement Area (BIA) President dated September 27, 2017 and Proposed 2018 Operating Budget were received and reviewed.

As noted in the President’s letter, the Proposed Budget is based on a levy rate of \$0.20 per \$100 of assessment, and first reading of a by-law to amend the existing by-law which imposes a special business improvement levy will be considered at the next Regular Session of Council on Monday, October 23, 2017.

PUBLIC WORKS – Chaired by Councillor Hyslop

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

It was noted that with respect to the “Street Improvements 2017 2017 – Milltown Boulevard (Church Street to Pleasant Street) – Project No. 175649, the construction was completed on September 22, rather than October 22 as outlined in the report.

- (ii) Rainbow Pride Crosswalk – The request from the St. Stephen Middle School (SSMS) requesting a rainbow pride crosswalk was received and reviewed.

**MINUTES
COMMITTEES MEETING
OCTOBER 11, 2017**

Jenna Densmore and Kayla Cousins, both teachers at SSMS, along with Bronwyn Tanner, Principal of SSMS, were in attendance and requested permission to paint the crosswalk on Marks Street, across from the school.

After a very lengthy discussion, the majority of Council requested further information and the group will make a presentation at next month's Committees meeting on Wednesday, November 15, 2017 at 5:00 p.m. and will provide the information to the Town Clerk by November 8th, in order for Council to have sufficient time to review.

5. DELEGATIONS/PRESENTATIONS

There were no delegations/presentations.

6. NEW BUSINESS

No new business.

7. ADJOURNMENT

The meeting moved into closed session at 7:10 p.m. and returned to open session at 8:00 p.m., at which time it was MOVED by Deputy Mayor Carr and SECONDED by Councillor Wheaton that the meeting adjourn at 8:00 p.m.

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEES MEETING
WEDNESDAY, OCTOBER 11, 2017 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following Open Committees Meeting).

1. Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – four (4) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – 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 – No report this month.
- (ii) Report of the Finance Department
- (iii) Cheque Register for month of September 2017 – Memo from Assistant Treasurer dated October 4, 2017 with attachment:
 - Cheque Register
- (iv) Operation Christmas Joy – Letter from Don & Linda McGee, Committee for Operation Christmas Joy, dated October 5, 2017 attached.

POLICE AND FIRE - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP
- (ii) Report of the Fire Department
- (iii) Purchase of Air Bag Lifting System – Memo from Fire Chief dated September 29, 2017 attached.
- (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

PARKS AND RECREATION – Chaired by Councillor Chisholm

- (i) Report of the Parks and Recreation
- (ii) Promenade of the Premiers Project – Mayor MacEachern and Director, Parks and Recreation will speak to it.
- (iii) Sentinel Emergency Response System – Mayor MacEachern and Director, Parks and Recreation will speak to it.
- (iv) Elm Street Nature Park:
 - (Acquisition of Property North of Park) - Letter from President, St. Stephen Elm Street Park Society dated September 18, 2017 attached.
 - (Additional Street Signs) – Letter from President, St. Stephen Elm Street Park Society dated September 19, 2017 attached.
- (v) Garcelon Civic Center – Report from Richard Fulton dated October 3, 2017.
- (vi) Credit Application – Memo from Garcelon Civic Center Operations/Maintenance Coordinator with attachment:
 - Copy of TRANE Atlantic Credit Application

PLANNING, PROMOTION AND TOURISM – Chaired by Councillor Wheaton

- (i) Planning, Promotion and Tourism – Report from Alex Reid, Events Development Coordinator, attached.
- (ii) 2018 Business Improvement Levy – Memo from Treasurer dated October 2, 2017 with attachments:
 - Letter from BIA Coordinator dated September 27, 2017
 - Proposed 2018 Operating Budget

PUBLIC WORKS – Chaired by Councillor Hyslop

- (i) Report of the Public Works Department
- (ii) Rainbow Pride Crosswalk – Request from the St. Stephen Middle School attached.

- 5. DELEGATIONS/PRESENTATIONS
- 6. NEW BUSINESS
- 7. ADJOURNMENT

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

COMMITTEE OF COUNCIL MEETING

THAT the Minutes of the Committee of Council meeting held on September 25, 2017 be approved as circulated.

COMMITTEE MEETING
MONDAY, SEPTEMBER 25, 2017 @ 5:15 P.M.
GARCELON CIVIC CENTER
22 BUDD AVENUE, ST. STEPHEN, NB

1. **RECORDING OF ATTENDANCE**

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

2. **APPROVAL OF AGENDA**

It was **MOVED** by Councillor Harding and **SECONDED** by Councillor Chisholm that the agenda be approved with one (1) additional Labour and Employment Matter as per Section 10.2(4)(j) of the New Brunswick *Municipalities Act*.

CARRIED

3. **CONFLICT OF INTEREST**

There were no conflicts of interest declared.

4. **ITEM**

Motion to move into closed session as per:

- (i) **Labour and Employment Matter** – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

It was **MOVED** by Councillor Parker and **SECONDED** by Councillor Hyslop that the above-noted one (1) item, along with one (1) additional Labour and Employment Matter, be moved into closed session as per Section 10.2(4)(j) of the New Brunswick *Municipalities Act*. **CARRIED**

5. **ADJOURNMENT**

Council came out of closed session at 5:40 p.m., at which time it was **MOVED** by Deputy Mayor Carr and **SECONDED** by Councillor Harding that the meeting adjourn at 5:40 p.m. **CARRIED**

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEE MEETING
MONDAY, SEPTEMBER 25, 2017 @ 5:15 P.M.
GARCELON CIVIC CENTER
22 BUDD AVENUE, ST. STEPHEN, NB

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. CONFLICT OF INTEREST

4. ITEM

Motion to move into closed session as per:

- (i) Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

5. ADJOURNMENT

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

COMMITTEE OF COUNCIL MEETING

THAT the Minutes of the Committee of Council meeting held on October 2, 2017 be approved as circulated.

COMMITTEE MEETING
MONDAY, OCTOBER 2, 2017 @ 2:30 P.M.
GARCELON CIVIC CENTER
22 BUDD AVENUE, ST. STEPHEN, NB

1. **RECORDING OF ATTENDANCE**

PRESENT: Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; and Town Clerk Joan Flewelling.

2. **APPROVAL OF AGENDA**

It was **MOVED** by Councillor Parker and **SECONDED** by Councillor Harding that the agenda be approved as circulated.

3. **CONFLICT OF INTEREST**

There were no conflicts of interest declared.

4. **ITEM**

Motion to move into closed session as per:

- (i) **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 Wheaton that the above-noted one (1) item be moved into closed session as per Section 10.2(4)(j) of the New Brunswick *Municipalities Act*. **CARRIED**

5. **ADJOURNMENT**

Council came out of closed session at 3:40 p.m., at which time it was **MOVED** by Deputy Mayor Carr and **SECONDED** by Councillor Harding that the meeting adjourn at 3:40 p.m. **CARRIED**

Joán Flewelling
Town Clerk

Dated

AGENDA
COMMITTEE MEETING
MONDAY, OCTOBER 2, 2017 @ 2:30 P.M.
GARCELON CIVIC CENTER
22 BUDD AVENUE, ST. STEPHEN, NB

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. CONFLICT OF INTEREST

4. ITEM

Motion to move into closed session as per:

(i) Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

5. ADJOURNMENT

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

COMMITTEE OF COUNCIL MEETING

THAT the Minutes of the Committee of Council meeting held on October 18, 2017 be approved as circulated.

COMMITTEE MEETING
WEDNESDAY, OCTOBER 18, 2017 @ 4:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

1. **RECORDING OF ATTENDANCE**

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

2. **APPROVAL OF AGENDA**

It was **MOVED** by Councillor Hyslop 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. **ITEM**

Motion to move into closed session as per:

- (i) **Labour and Employment Matter** – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

It was **MOVED** by Councillor Harding and **SECONDED** by Councillor Parker that the above-noted one (1) item be moved into closed session as per Section 10.2(4)(j) of the New Brunswick *Municipalities Act*. **CARRIED**

5. **ADJOURNMENT**

Council came out of closed session at 4:55 p.m., at which time it was **MOVED** by Deputy Mayor Carr and **SECONDED** by Councillor Parker that the meeting adjourn at 4:55 p.m. **CARRIED**

Joan Flewelling
Town Clerk

Dated

AGENDA
COMMITTEE MEETING
WEDNESDAY, OCTOBER 18, 2017 @ 4:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. CONFLICT OF INTEREST

4. ITEM

Motion to move into closed session as per:

- (i) Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

5. ADJOURNMENT

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

STAFF REPORTS

THAT the following staff reports for the month of September 2017 be adopted: 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.

Memo

To: Lee Johnson, CAO

From: Tim Tozer, Treasurer

Date: 04 October 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).
-Currently processing July to September 2017 utility bills
 - B) Accounts Payable processing (Verification and daily input of invoices, and payment of amounts owed by the Town).
 - C) Payroll processing (Bi-weekly 71 employees, Monthly 32 employees, Quarterly 1 employee, Bi-yearly 7 employees, Total 111 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 November 30, 2016.
- 2) Council and Department Heads Statements of Revenue and Expenditures to May 31, 2017.
- 3) Preparation and review of information for Committee and Council packages.
- 4) Computer server maintenance.
- 5) Meetings:
 - A) Tender Opening-September 8, 2017.
 - B) Committee Meeting-September 13, 2017.
 - C) RBC Meeting-September 14, 2017.
 - D) CPA Professional Development Course-September 15, 2017.
 - E) Closed Committee Meeting-September 21, 2017.
 - F) Council Meeting-September 25, 2017.
 - G) Civic Center Management Meeting-October 3, 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 Pleasant Street).
 - 6) Elm Park, Pinewood, and Maple-Sewer Separation and Infrastructure Renewal.
 - 7) Milltown Boulevard (King Street to Hawthorne Street)-Water main and Sanitary Sewer Renewal.
 - 8) Thompson Avenue and Springwood Court-Sanitary Sewer Renewal and Combined Sewer Separation.
 - 9) Skateboard Park **(Due to timing and internal workload levels we have used external assistance for the reconciliations of expenditures and grants).**
 - 10) Old Town Hall.
- B) Civic Center accounting reconciliations-Month end completed to July 31, 2017
- C) Capital budget-In Progress.
- D) 2016 and 2017 month ends and working papers for audit **(Due to timing and internal workload levels we have used external assistance with the 2016 audit)**-In Progress.
- E) New Assistant Treasurer position-Complete.
- F) Solid Waste and Collection Tender Zone 3 **(Due to timing and internal workload levels we have used external assistance with this tender)**-In Progress.
- G) Compilation of the St. Croix Public Library 2016 year end revenues and expenditures for the Town 2016 audit **(Due to timing and internal workload levels we have used external assistance with this compilation)**-Complete.
- H) Multiple HST remittances-In Progress.
- I) Jumpstart processing-In Progress.

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

Public Works Report for September 2017

Lee Johnson, Director of Operations, October 02, 2017

1: **Water system:**

- a) Installed 1 new Gate valve.
- b) Repaired 1 Water Main.
- c) Repaired 5 Water Laterals.
- d) Read Water Meters.

2: **Streets:**

- a) Repainted Crosswalks around Schools.
- b) Installed 1 manhole.
- c) Patched Water cuts and pot holes.
- d) Repaired Lawns.

3: **Waste Water:**

- a) Videoed 1 Sewer Main.
- b) Videoed 5 Sewer Laterals.

4. **Project Updates:**

October 2, 2017

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

Underground utilities are complete and the water main has been tested and commissioned. Crews are currently preparing the base for the remaining curb and sidewalk. Once concrete work is complete, paving will resume. The project is currently on schedule and, at present time, there are no budget concerns.

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

The water main has been completed from King Street to Hawthorne Street and residents/businesses have been switched over to the new 300 mm main. The old 200 and 250 mm mains have been abandoned. Connections to Marks Street and Rushton are still to be made. Curb and Sidewalk restoration is currently in progress. Over the next three weeks, sanitary sewer mains will be installed and/or replaced as required. The project is currently on schedule and at present time there are no budget concerns.

Street Improvements 2017 - Milltown Boulevard (Church St. to Pleasant St.) – Project No. 175649

Construction was completed on October 22, 2017.

Sanitary Sewer Renewal and Combined Sewer Separation (Thompson Avenue & Springwood Court) – Project No. 175358

Construction started on August 28. The sanitary sewer has been completed between Prince William Street and Queen Street East. The project is currently on schedule and at present time there are no budget concerns.



Town of St. Stephen



Canada's Chocolate Town

Report of Parks & Recreation Dept. September 2017

Parks

- Continue to work on Playground study. Meeting with Playground designer first week of October.
- The Turf Maintenance contract has expired. I am currently working on a new tender for 2018.
- The Elm St Nature Park Committee was successful in obtaining their grant from NB Trails.
- Working on Design for Chocolate Park.
- Splash Pad has been shut off, will be winterizing shortly.
- Continue to clean up trees and brush around Cotton Mill Monument.
- Most of the picnic tables, garbage cans have been brought in for the season.
- Mowing continues until Remembrance Day.

Pool

- The pool has been shut down for the season.
- Building is being winterized.

Recreation

- Fall/Winter Brochure has been mailed out.
- Working on 2nd Annual Wall of Fame.

Meetings

- FRPA
- Sport NB
- RNB
- Dept Head
- CC Staff
- Jumpstart
- Kiwanis

Michael O'Connell
Director, Parks and Recreation

St. Stephen Fire Department

Report for September 2017

Alarms were: Town Alarms	7
Out of Town Alarms	6
Mutual Aid –St. George	1
	13

Alarms are described as being :

		# of Firefighters	# of Hours
1. Vehicle Fire	1	11	22
2. Alarm system activation	4	29	29
3. Motor Vehicle Accident	5	68	95
4. Assist AMB NB	1	6	6
5. Smoke in a Building	1	14	21
6. Mutual Aid – St. George-			
Assist in search for a missing person	1	7	56

Calls dispatched for the month of September

Fire Department Activities for September

1. Monthly Meeting of the fire department
2. Annual Bucket Sit (\$12,500+-)
3. Members assisted with the Blue Rodeo Concert
4. Fundy Firefighters Assoc. Meeting
5. The Saint John Fire Dept. Hazardous Material Response Team conducted a Information – Training seminar with the Fundy Firefighters Assoc.
6. Fire Dept. participated in the Kiwanis Club Touch a Truck
7. Fire dept. provided escort for the Heart and Stroke “Big Bike Rides.

Fire Chiefs Activities

1. Monthly Meeting of the fire department
2. Committee meeting
3. Joint Health and Safety Meeting
4. Fire Department Annual Bucket Sit.
5. Blue Rodeo Concert
6. Worked 4 shifts as a relief driver
7. Spoke at an Emergency Preparedness seminar with Brent Whalen of EMO
8. Heart and Stroke Big Bike Rides

I will be on Vacation from Oct. 16- Nov. 20.

Fire Prevention Week Oct.8- 14

TOWN of ST. STEPHEN

By-Law Enforcement

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

SEPTEMBER REPORT

2017

To: CAO – Town of St. Stephen

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

CATEGORY	DETAIL	FOLLOW UP
Assist Other Dept. (0)		
Assist General Public (9)	<i>Follow up of a report of a person living in a baby barn</i> <i>Another complaint of dumpster at Briggs Plumbing.</i> <i>Lonicera hall called about a special permit</i>	Letter has been sent to owner to start the process Hopefully we have this issue rectified. Informed the called of the process that needed to be followed.

	<p><i>Person called inquiring tree hanging over his property.</i></p> <p><i>Person called complaining of a set of stairs being built without a permit..</i></p> <p><i>Complaint of a neighbor damming brook again.</i></p> <p><i>Received a call from the owner of the exotic animals with questions.</i></p> <p><i>Gentleman called inquiring about skateboards in the Town.</i></p> <p><i>Citizen called regarding a dangerous property in the neighborhood.</i></p> <p><i>Comp. of a person running a generator next to his property.</i></p> <p><i>Comp of late night noise at skate park.</i></p> <p><i>Complaints of excessive refuse at two properties in the Milltown Area.</i></p>	<p>Informed caller there is nothing in the by-laws that cover this.</p> <p>This info was passed onto the building inspector, and follow determined no permit was needed.</p> <p>Issue passed onto the Dept. Of Environment</p> <p>His questions were answered to his satisfaction.</p> <p>Passed onto him the info that I have.</p> <p>Both myself and building inspector patrolled to the area and an a letter has been sent to property owner.</p> <p>Informed complainant that we really cannot enforce unless they are running it at night.</p> <p>Spoke to complainant as well as Mike O'Connell for ways to combat this. Signs as per usage are being erected.</p> <p>Both are still under investigation.</p> <p>court</p>
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Parking (8)	<i>Ticket # 0523 issued for parking</i> <i>Warnings given on King and Blvd for parking (7)</i>	Summons has been issued for this.
Dog Complaints (1)	<i>Inquiry about whether we have a by law regarding pit bulls.</i>	<i>Informed called that we do not.</i>

REPORT OF THE ANIMAL CONTROL OFFICER

I responded to all complaints and phone calls, patrolled the Town daily. Warnings were given dog owners or dogs running at large. No animals were impounded this month.

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

BUILDING INSPECTION 2017	2017	2016	2017	2016	2017	2016	2017
September							
	# of Per.	# of Per.	Value	Value	YTD.#Permits	YTD.#Permits	YTD.Value
TYPE OF CONSTRUCTION	Pres. Mth	Prev.Yr	Pres. Mth	Prev.Yr Mth	Present Year	Previous Year	Present Year
New Residential	3	N/A	\$85,000.00	N/A	19	N/A	\$856,700.00
Residential Renos/Additions	4	N/A	\$31,000.00	N/A	37	N/A	\$1,100,400.00
New Com/Indus/Instit.	0	N/A	\$0.00	N/A	2	N/A	\$6,000.00
Com./Indus./Inst. Renos	4	N/A	\$38,700.00	N/A	16	N/A	\$1,520,960.00
Institutional	0	N/A	\$0.00	N/A	5	N/A	\$126,700.00
Demolition	0	N/A	\$0.00	N/A	11	N/A	\$191,790.50
TOTALS	11	N/A	\$154,700.00	N/A	90	N/A	\$3,802,550.50
	Cur. Mth						
Demolition Permits	0	N/A					
Stop Work Orders Issued	0	N/A					
Site Inspections	12	N/A					
Electrical waivers issued	3	N/A					
Active Unsightly Premises	5	N/A					
Sign Permits	3	N/A					

Town of St. Stephen



Canada's Chocolate Town

Report of Development / Property Management Office – September 2017

Planning Advisory Committee

The meeting for September 6 was cancelled because there was no business for the agenda.

Next meeting: Wednesday, October 4.

Sign Permits

2 approved.

Variances

0 approved.

Approved Plans

0 approved.

Unightly Premises

The Office of the Building Inspector has five (5) active and ongoing unightly files open.

PROPERTIES

R.C.M.P. Building

A/C unit in basement repaired. AJW Mechanical noted the unit should be serviced every six (6) months.

Library

A/C unit repaired.

Airport

Nothing to report.

34 Milltown Blvd. (former Town Hall)

Work to be done under the funding agreement is complete. Outstanding issue of parking lot sale to Heritage being addressed by Richard Fulton.

Train Station

Nothing to report.

Garcelon Civic Center Report to Council - Oct. 3, 2017

1. Due to a staffing change, the canteen/concessions situation is being reviewed - handled by current staff for now.
2. A new year round swim club has been formed and is growing. Eventually this will be a self-managed group but is getting some GCC staff help as it gets up to speed.
3. It will be necessary to drain the large pool sometime over the Winter for routine cleaning purposes. That would likely require a 1 week shutdown - not yet scheduled.
4. The new Can Skate program (learning to skate) has approximately 40 registrants and going well.
5. The recent Garcelon Days program was not well attended. Not sure why but weather was very good. Approx. 8,000 likes on Facebook, Moneysaver ad, and presence on Courier weekly events so was reasonably well known. Post-mortem underway.
6. Barb Tucker is off on sick leave for 2 weeks.
7. Acoustic improvements are very noticeable. The designer/supplier will make a visit when in the area for a resonance measurement to prove success and determine whether phase 2 is recommended for future budget consideration.
8. Frank Godsoe will be playing a larger role in the GCC financial monitoring effective immediately.
9. The GCC staff works very well together in a team approach and work a lot of overtime.
10. Next event is Brian Aylward Live on Oct. 19th.

Respectfully submitted
Richard Fulton

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

BY-LAW NO. A-7.12 - A BY-LAW TO AMEND BY-LAW NO. A-7 "A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY" – FIRST READING – SHORT TITLE ONLY

THAT leave now be given to introduce a by-law entitled By-law No. A-7.12 – "A By-law to Amend By-law No. A-7, 'A By-law to Impose a Special Business Improvement Levy'" - for First Reading – Short Title Only.

BY-LAW NO. A-7.12

**A BY-LAW TO AMEND BY-LAW NO. A-7 "A BY-LAW TO IMPOSE A SPECIAL
BUSINESS IMPROVEMENT LEVY"**

Pursuant to Section 5(1) of the *Business Improvement Areas Act*, BE IT ENACTED BY the Town Council of the Town of St. Stephen as follows:

THAT a Business Improvement Levy be imposed on all non residential property within the Business Improvement Area of the municipality that is liable to taxation under the *Assessment Act*. The Levy shall be in the amount of \$24,298 at the rate of \$0.20 per \$100 of property assessment and the Council hereby directs and orders the Minister of Environment and Local Government to Levy the said amount pursuant to the provisions of the *Business Improvement Area Act*.

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

FIRST READING:

SECOND READING:

THIRD READING AND ENACTED:

Allan MacEachern, Mayor

Joan M. Flewelling, Town Clerk

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

THAT the Royal Canadian Mounted Police September 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
September 2017**

Council / Mayor's Report:

This report for the Town of St. Stephen RCMP covers the period of **September 1st, 2017 to September 30th, 2017 inclusive**. During this time period, the RCMP responded to **309** calls for service within the Municipality of St. Stephen.

TRAFFIC:

Abandoned Vehicles	2
Check stops	20
Driving while Disqualified or Licence Suspension – Provincial/Territorial	2
Impaired Operation/over 80 mg% of Motor Vehicle	1
Moving Traffic – Speeding Violations – Provincial/Territorial	1
Off-Road Vehicle Act – Offences Only	3
Other Moving/Non-Moving Traffic Violations – Provincial/Territorial	5
STEP – Selective Traffic Enforcement Program.....	1
Traffic Collision(s) – Fatal/Non-Fatal Injury/Damage Reportable/Non-Reportable.....	10
Traffic Tickets	27
Traffic Warnings.....	5

PROVINCIAL STATUTES:

Child Welfare Act – Other Activities	3
False/Abandoned 911	4
Fire Prevention Act – Other Activities.....	1
Mental Health Act – Other Activities	4
Trespass Act – Provincial/Territorial – Offences Only	1

CRIMINAL CODE:

Assault.....	2
Assault with weapon or causing bodily harm.....	1
Break and Enter – Residence.....	1
Disturbing the peace/Causing a disturbance.....	5
Fail to comply probation order.....	1
Fraud (money/property/security) less than or equal to \$5000.....	2
Harassing Communications.....	1
Mischief – Damage to, or obstruct enjoyment of property.....	6
Other theft under \$5000.....	2
Public Mischief.....	1
Theft under or equal to \$5000 – Shoplifting.....	1
Trespass at night.....	1
Uttering threats against a person.....	1

OTHER FEDERAL STATUTES:

Production – Schedule II: Cannabis Marihuana.....	2
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OTHER INVESTIGATIONS:

Alarm.....	1
Assistance to Canadian Federal Dept/Agency.....	1
Assistance to Canadian Police (non-RCMP) Agency.....	1
Assistance to Canadian Provincial/Territorial Dept/Agency.....	1
Assistance to General Public.....	5
Crime Prevention.....	2
Demonstrations/Protests.....	1
False Alarms.....	6
Items Lost/Found except passports.....	3
Municipal Bylaws – Other.....	1
Person Reported Missing.....	1
Police Certificates/Letters.....	148
Suspicious Person/Vehicle/Property.....	4
Unfounded.....	15
VIP Security – Threats – Incidents.....	1
Wellbeing Check.....	1

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

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

TOWN GRANT – OPERATION CHRISTMAS JOY

THAT the Council of the Town of St. Stephen authorizes an unbudgeted grant in the amount of \$204.00 (two hundred and four dollars) to Operation Christmas Joy to be applied to the rental cost of the Garcelon Civic Center for its fundraising auction which will be held on November 4, 2017, during the St. Stephen Aces hockey game, and for which proceeds assist with the purchases of clothing and toys for local children.

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

ST. STEPHEN FIRE DEPARTMENT – AIR BAG LIFTING SYSTEM

THAT the Council of the Town of St. Stephen authorizes the unbudgeted expenditure in the amount of \$11,050.00 (eleven thousand and fifty dollars), plus HST, for the purchase of an Air Bag Lifting System from Micmac Fire & Safety Source Ltd. of Dartmouth, Nova Scotia.

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

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

SIGNAGE – ELM STREET NATURE PARK

THAT the Council of the Town of St. Stephen grants permission to the Elm Street Nature Park Society to erect the following three (3) signs on various existing signs in order to promote the location of the park:

- (i) King Street on the west side of the street just past Subway;
- (ii) King Street on the east side of the street just past McNay's; and
- (iii) Queen Street West on the south side of Lindsay Lane.

AND THAT the signage referred to above will be the same design and size as placed last year on Queen Street West and Elm Street.

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

TOWN OF ST. STEPHEN - COMMERCIAL CREDIT APPLICATION (TRANE ATLANTIC)

THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign a commercial credit application between the Town and TRANE Atlantic in order to process any future purchases by the Town from the said company.

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

AWARDING OF TENDER: 2018 WHEEL LOADER; 2017 LOADER MOUNTED SNOWBLOWER; AND 108" NEW PICKUP BROOM - TENDER # TOSS17-07

THAT of the four (4) tenders received, the low tender from Maritime Case Ltd. of Hanwell, NB, for the following equipment be accepted:

- 2018 Wheel Loader in the amount of \$245,950.00 (two hundred and forty-five thousand, nine hundred and fifty dollars), plus HST;
- 2017 Loader Mounted Snowblower in the amount of \$117,685.00 (one hundred and seventeen thousand, six hundred and eighty-five dollars), plus HST; and
- 108" New Pickup Broom in the amount of \$27,380.00 (twenty-seven thousand, three hundred and eighty dollars), plus HST

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

SCHOOL CROSSWALK GUARDS – HOURLY WAGE RATE

THAT the Council of the Town of St. Stephen approves a \$1.00 (one dollar) per hour wage increase for both Crosswalk Guards, located at the St. Stephen Elementary School and the Milltown Elementary School, retroactive to September 5, 2017 and as outlined in the 2017 General Operating Fund Budget.

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

OFFICE SPACE AGREEMENT – 120 MILLTOWN BOULEVARD

THAT the Council of the Town of St. Stephen accepts the agreement from Future St. Stephen (St. Stephen Development Board Inc.); St. Stephen Area Chamber of Commerce; Business Improvement Area (BIA); and Chocolate Fest to rent office space in the town-owned building located at 120 Milltown Boulevard and in the form presented to Council at its closed session on Wednesday, October 11, 2017 as per Section 10.2(4)(c) of the *New Brunswick Municipalities Act*.

AND THAT the effective rental date for Future St. Stephen (St. Stephen Development Board Inc.) and the St. Stephen Area Chamber of Commerce is retroactive to October 1, 2017.

AND FURTHER THAT the effective rental date for the Business Improvement Area (BIA) and Chocolate Fest is November 1, 2017

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

CONFIDENTIALITY AGREEMENT – RICHARD FULTON

THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute a Confidentiality Agreement, in the form presented to Council, between The Town of St. Stephen and Richard Fulton of the St. Stephen Development Board Inc., retroactively to October 10, 2017, as a result of his involvement with confidential files.

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

OUT-OF-PROVINCE TRAVEL: FIREFIGHTERS

THAT the Council of the Town of St. Stephen approves the out-of-province travel for two (2) firefighters, Bill Euloth and Jason Giddens, to attend a Leadership Seminar at The Debert Hospitality Centre, Debert, Nova Scotia, on October 28 – 29, 2017

RESOLUTION NO.: _____

DATE: October 23, 2017

MOVED BY: _____

SECONDED BY: _____

ADJOURNMENT
THAT the meeting adjourn.