

**AGENDA**  
**ST. STEPHEN TOWN COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**MONDAY, DECEMBER 18, 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 – November 27, 2017
8. ACCOUNTS
  - (a) Statements of Revenue and Expenditure
  - (b) Paid Bills
9. COMMUNICATIONS  
COMMUNICATION FOR INFORMATION  
COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
  - (a) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – December 6, 2017
11. STAFF REPORTS
  - (a) Chief Administrative Officer
  - (b) Finance Department
  - (c) Public Works Department
  - (d) Parks and Recreation Department
  - (e) Fire Department
  - (f) By-Laws and Building Inspection Services
  - (g) Development / Property Management Office
  - (h) Garcelon Civic Center

12. UNFINISHED BUSINESS
13. CONSIDERATION OF BY-LAWS
  - (a) By-Law No. A-7.12 – A By-Law to Amend By-Law No. A-7 “A By-Law to Impose a Special Business Improvement Levy” – Third and Final Reading – Short Title Only
  - (b) By-Law No. W-1.1, A By-Law to Amend By-Law No. W-1, “A By-Law Respecting Water and Sewer Rates and Charges” – Second Reading – Reading in its Entirety
  - (c) By-Law No. W-2.1 – A By-Law to Amend By-Law No. W-2, “A By-Law Related to Water and Sewer Systems” – Second Reading – Reading in its Entirety
14. NEW BUSINESS
  - (a) Royal Canadian Mounted Police – Monthly Report
  - (b) Transfer from the General Operating Reserve Fund
  - (c) Transfer to the General Operating Reserve Fund
  - (d) Transfer from the General Capital Reserve Fund
  - (e) Transfer to the General Capital Reserve Fund
  - (f) Transfer from the Water and Sewerage Operating Reserve Fund
  - (g) Transfer from the Water and Sewerage Capital Reserve Fund
  - (h) Auditor’s Services
  - (i) Peddler’s License – Twisted Sistas Food Services
15. REPORTS OF MAYOR AND COUNCILLORS
16. QUESTION PERIOD
17. CLOSED SESSION
  - (a) Motion to move into closed session to discuss one (1) Labour and Employment Matter as per Section 10.2(4)(j) of the New Brunswick Municipalities Act.
18. ADJOURNMENT

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**AGENDA**

**THAT** the Agenda be approved as circulated.

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**REGULAR COUNCIL MEETING**

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

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

1. **PRAYER**

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

2. **RECORDING OF ATTENDANCE**

**PRESENT:** Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; Chief Administrative Officer Jeff Renaud; Town Treasurer Tim Tozer; Assistant Town Treasurer Frank Godsoe; and Town Clerk Joan Flewelling.

3. **APPROVAL OF AGENDA**

**AGENDA**

Moved by Councillor Hyslop  
Seconded by Councillor Chisholm

253/17 **THAT the Agenda be approved as circulated. CARRIED**

4. **CONFLICT OF INTEREST**

There were no conflicts of interest declared.

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

- (a) **Teed Saunders Doyle & Co.** – Peter Logan, Auditor, presented the 2016 Audited Financial Statements. He commended the Treasurer and his staff for their preparation.

6. **NOTICES OF MOTIONS**

There were no notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Harding  
Seconded by Councillor Wheaton

254/17 THAT the Minutes of the Regular Council meeting held on October 23, 2017 be approved as circulated. CARRIED

SPECIAL COUNCIL MEETING

Moved by Councillor Parker  
Seconded by Deputy Mayor Carr

255/17 THAT the Minutes of the Special Council meeting held on November 6, 2017 be approved as circulated. CARRIED

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Deputy Mayor Carr  
Seconded by Councillor Hyslop

256/17 THAT the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to July 31, 2017 be received. CARRIED

PAID BILLS

Moved by Councillor Harding  
Seconded by Councillor Chisholm

257/17 THAT the paid bills in the amount of \$2,088,255.63 (two million, eighty-eight thousand, two hundred and fifty-five dollars and sixty-three cents) be received. CARRIED

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Hyslop  
Seconded by Deputy Mayor Carr

258/17 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 Harding

Seconded by Councillor Wheaton

- 259/17 **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 November 15, 2017 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

- 260/17 **THAT** the Minutes of the Committee of Council meeting held on November 6, 2017 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Parker

Seconded by Councillor Harding

- 261/17 **THAT** the Minutes of the Committee of Council meeting held on November 22, 2017 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Wheaton

Seconded by Deputy Mayor Carr

- 262/17 **THAT** the following staff reports for the month of October 2017 be adopted: Finance Department; Public Works Department; Parks and Recreation Department; By-Laws and Building Inspection Services; Development / Property Management Office; and Garcelon Civic Center. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

**BY-LAW NO. A-7.12 - A BY-LAW TO AMEND BY-LAW NO. A-7 "A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY" – SECOND READING – READING IN ITS ENTIRETY**

Moved by Deputy Mayor Carr

Seconded by Councillor Harding

- 263/17 **THAT** 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” - be given Second Reading – Reading in its Entirety. **CARRIED**

**BY-LAW NO. W-1.1 - A BY-LAW TO AMEND BY-LAW NO. W-1, "A BY-LAW RESPECTING WATER AND SEWER RATES AND CHARGES" – FIRST READING – SHORT TITLE ONLY**

Moved by Councillor Parker

Seconded by Councillor Hyslop

- 264/17 THAT leave now be given to introduce a by-law entitled By-law No. W-1.1 – A By-law to Amend By-law No. W-1, "A By-law Respecting Water and Sewer Rates and Charges" - for First Reading – Short Title Only. **CARRIED**

**BY-LAW NO. W-2.1 - A BY-LAW TO AMEND BY-LAW NO. W-2, "A BY-LAW RELATED TO WATER AND SEWER SYSTEMS" – FIRST READING – SHORT TITLE ONLY**

Moved by Councillor Wheaton

Seconded by Councillor Chisholm

- 265/17 THAT leave now be given to introduce a by-law entitled By-law No. W-2.1 – A By-law to Amend By-law No. W-2, "A By-law Related to Water and Sewer Systems" - for First Reading – Short Title Only. **CARRIED**

14. **NEW BUSINESS**

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

Moved by Councillor Wheaton

Seconded by Deputy Mayor Carr

- 266/17 THAT the Royal Canadian Mounted Police October 2017 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**2016 AUDITED FINANCIAL STATEMENTS**

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

- 267/17 THAT the 2016 Audited Financial Statements as presented by the Town of St. Stephen's Auditors, Teed Saunders Doyle & Co. be approved. **CARRIED**

**CHANGE OF DATE: DECEMBER 2017 REGULAR TOWN COUNCIL MEETING**

Moved by Councillor Harding

Seconded by Councillor Wheaton

- 268/17 THAT the Council of the Town of St. Stephen changes the date of the December Regular Town Council Meeting from the fourth (4<sup>th</sup>) Monday, 25<sup>th</sup> day of December, 2017 at 7:00 p.m., to the third (3<sup>rd</sup>) Monday, 18<sup>th</sup> day of December, 2017 at 7:00 p.m. as outlined in Subsection 9.01(1) of Section 9. Meetings of By-Law No. A-2.3, "A By-Law to Amend By-Law No. A-2, A By-Law Respecting Procedures of the Town Council and Town Administration" to be held in Council Chambers, 73 Milltown Blvd., Suite 112 (entrance at back corner of building). **CARRIED**

**THE BANK OF NOVA SCOTIA SIGNING AUTHORITIES**

Moved by Deputy Mayor Carr

Seconded by Councillor Hyslop

269/17

**THAT** the Council of the Town of St. Stephen resolves that:

1. We appoint The Bank of Nova Scotia as our banker and agree to the terms set out in the Scotiabank Financial Services Agreement, or where applicable, the Scotiabank Financial Services Agreement section of the Business Banking Services Agreement.
2. Any two of the following persons are authorized to sign and deliver the Scotiabank Financial Services Agreement, any service requests and any other banking agreements with you:  
Mayor or Deputy Mayor, along with the Treasurer or Assistant Treasurer.
3. The persons and the required combination of those persons we verify, are the persons authorized, and the combination of those persons required, to give instructions, verifications and approvals on our behalf from time to time. We will provide this verification by a certificate in writing given to you by any two of the officers set out below. The most recent certificate given to you will be the current certificate in effect:  
Over 5,000 dollars - Mayor or Deputy Mayor, along with Treasurer or Assistant Treasurer  
5,000 dollars and under – Mayor or Deputy Mayor or CAO, along with Treasurer or Assistant Treasurer
4. All instructions, agreements and documents which we sign, make, draw, accept, endorse or complete and which are signed by the persons we have authorized from time to time are valid and are binding on us. Our seal is not required on any written document to make it valid or to show consideration.
5. This Resolution remains in effect until we cancel it by written notice to you and you have acknowledged receiving the notice.

**ROYAL BANK OF CANADA SIGNING AUTHORITIES**

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

270/17

**THAT** the Council of the Town of St. Stephen resolves:

1. That Royal Bank of Canada ("Royal Bank") is appointed banker for the Town of St. Stephen.
2. That Instruments:-Any one of the Mayor, Deputy Mayor or CAO together with Treasurer or Assistant Treasurer for amounts of \$5,000 or less/ -Any one of the Mayor or Deputy Mayor together with the Treasurer or Assistant Treasurer for amounts greater than \$5,000. Agreements and credits: Any one of the Mayor or Deputy Mayor with the Treasurer or Assistant Treasurer are authorized on behalf of the Town of St. Stephen from time to time:

- (a) to withdraw or order transfers of funds from the Town of St. Stephen's accounts by any means including the making, drawing, accepting, endorsing or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;
  - (b) to sign any agreements or other documents or instruments with or in favour of the Royal Bank, including agreements and contracts relating to products or services provided by Royal Bank to the Town of St. Stephen; and
  - (c) to do, or to authorize any person or persons to do, any one or more of the following:
    - (i) to receive from Royal Bank any cash or any securities, instruments or other property of the Town of St. Stephen held by Royal Bank, whether for safekeeping or as security, or to give instructions to Royal Bank for the delivery or other transfer of any such cash, securities, instruments or other property to any person named in those instructions;
    - (ii) to deposit with or negotiate or transfer to Royal Bank, for the credit of the Town of St. Stephen, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Town of St. Stephen, or any other name under which the Town of St. Stephen carries on business, on any security or instrument;
    - (iii) to instruct Royal Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Town of St. Stephen; and
    - (iv) to receive statements, instruments and other items (including paid cheques) and documents relating to the Town of St. Stephen's accounts with or any service of the Royal Bank, and to settle and certify the Town of St. Stephen's accounts with Royal Bank.
3. That all instruments, instructions, agreements (including contracts relating to products or services provided by Royal Bank) and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in this Resolution and delivered to Royal Bank by any person, shall be valid and binding on the Town of St. Stephen, and Royal Bank is hereby authorized to act on them and give effect to them.
4. That Royal Bank be furnished with:
  - (a) a copy of this Resolution; and
  - (b) a list of the names of the persons authorized by this Resolution to act on behalf of the Town of St. Stephen, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons; each certified by the (1) Mayor and (2) Treasurer of the Town of St. Stephen; and

- (c) in writing, any authorization made under paragraph 2(c) of this Resolution.
5. That any document furnished to Royal Bank as provided for in paragraph 4 of this Resolution shall be binding upon the Town of St. Stephen until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of Royal Bank where the Town of St. Stephen has its account. **CARRIED**

**CREDIT CARD LIMIT INCREASE – GARCELON CIVIC CENTER**

Moved by Councillor Chisholm  
Seconded by Councillor Harding

- 271/17 **THAT** the Treasurer be authorized to apply for an additional \$5,000.00 (five thousand dollars) on the Scotiabank credit card for the Town of St. Stephen in the name of Barbara Tucker, Administrative & Finance Coordinator of the Garcelon Civic Center, which would increase the limit to \$10,000.00 (ten thousand dollars), to facilitate purchases for the Garcelon Civic Center. **CARRIED**

**APPROVAL OF EVENT – HOLIDAY LAMPOST DECORATING CONTEST**

Moved by Councillor Wheaton  
Seconded by Councillor Hyslop

- 272/17 **THAT** the Council of the Town of St. Stephen grants permission to the Business Improvement Area to hold its 3<sup>rd</sup> Annual Holiday Lamppost Decorating Contest on King Street and Milltown Boulevard.

**AND THAT** the decorations must go up between Wednesday, November 22, 2017 and Friday, November 24, 2017, and removed between Tuesday, December 26, 2017 and Tuesday, January 2, 2018. **CARRIED**

**APPROVAL OF EVENTS – CHRISTMAS PLANNING COMMITTEE**

Moved by Deputy Mayor Carr  
Seconded by Councillor Parker

- 273/17 **THAT** the Council of the Town of St. Stephen grants permission to the Christmas Planning Committee to hold the various events as outlined in the 2017 Christmas brochure. **CARRIED**

**AMENDED JOB DESCRIPTION – ASSISTANT TREASURER**

Moved by Councillor Hyslop  
Seconded by Councillor Chisholm

- 274/17 **THAT** the Council of the Town of St. Stephen approves the attached amended job description for the position of Assistant Treasurer. **CARRIED**

**SICK LEAVE BANK – CANADIAN UNION OF PUBLIC EMPLOYEES  
(CUPE), LOCAL 770**

Moved by Councillor Harding  
Seconded by Deputy Mayor Carr

- 275/17** THAT the Council of the Town of St. Stephen agrees to supply sixty (60) days from the Union Sick Leave Bank for Employee # E05 retroactively to November 10, 2017, as requested by the Canadian Union of Public Employees (CUPE), Local 770, and outlined in Article 18.06 of its Collective Agreement. **CARRIED**

**WATER & SEWER SERVICE POLICY**

Moved by Councillor Hyslop  
Seconded by Councillor Parker

- 276/17** THAT the Council of the Town of St. Stephen approves the “Water & Sewer Service” Policy No. 13 – A attached. **CARRIED**

**15. REPORTS OF MAYOR AND COUNCILLORS**

**Deputy Mayor Carr**

- Attended all Town meetings.
- Attended a lunch with a potential new doctor and pleased to hear that he plans to practice in town.
- Attended the Elm Street Park Society’s annual general meeting.
- Attended a meeting on a proposed Drag Strip in the area and invited all to attend the next Drag Strip Committee meeting at his Olde Carr Auto office on December 5<sup>th</sup> @ 7:00 p.m.
- Attended a funding announcement for Future St. Stephen.
- Attended the launch of Startup St. Stephen.
- Participated in Midnight Madness.

**Councillor Hyslop**

- Attended the Charlotte County Museum annual general meeting.
- Attended Canada 1<sup>st</sup> Basketball Committee meetings.
- Attended the “Medavie” information session.
- Attended a Coffee House at the Vineyard.
- Attended all Town meetings.
- Participated in Midnight Madness.

**Councillor Wheaton**

- Attended all Town meetings except for one when out of the country.
- Attended a Dessert Theatre hosted by the St. Croix Theatre Company.
- Attended a Coffee House at the Vineyard.

- Participated in the Ford Drive Fundraiser at SSSH.
- Attended the "Medavie" information session.
- Conducted a French Tour at The Chocolate Museum.
- Attended a Milltown Development Committee meeting.
- Attended the Charlotte County "NB Plays! Gold in Action" workshop.
- Attended the Remembrance Day Service at the Cenotaph.
- Attended the Elm Street Park Society's annual general meeting.
- Attended and volunteered at the Annual Santa's Helpers Program hosted by the St. Stephen-Milltown Lions Club.

Councillor Parker

- Met with Elva Hatt, Librarian, St. Croix Public Library, with respect to extra storage at the library.
- Attended the Remembrance Day Service at the Cenotaph.
- Attended all Town meetings.
- Participated in Midnight Madness.
- Stated that the lampposts decorated for Christmas look great.

Councillor Chisholm

- Commended the Garcelon Civic Center's Aquatic and Fitness Coordinator who is coaching a girls' basketball team.
- Attended the Elm Street Park Society's annual general meeting.
- Attended a Wall of Fame meeting at the Garcelon Civic Center.
- Attended the Chocolate Museum's Open House.
- Attended all Town meetings.
- Attended a Regional Service Commission meeting.
- Met with the Parks and Recreation Director.

Councillor Harding

- Attended all Town meetings.
- Had meetings with the Fire Chief and Sergeant Stubbs.
- Laid a wreath at the Remembrance Day Service in Milltown on behalf of John Ames, MLA.
- Attended a Milltown Development Committee meeting.
- Agreed with Councillor Parker's comment that the decorated lampposts look great.
- Attended Future St. Stephen's Open House.

Mayor MacEachern

- Met with the Chief Executive Officer of Horizon Health.
- Attended the Veterans' dinner at the Royal Canadian Legion.

- Participated in the Remembrance Day Service and laid a wreath on behalf of the Town at the St. Stephen Cenotaph.
- Attended lunch and supper with a potential new doctor and pleased to hear that he plans to practice in town.
- Attended the Elm Street Park Society's annual general meeting.
- Stated the Town received a financial donation from the Farmers' Market.
- Attended Future St. Stephen's Open House.
- Participated in a fundraiser at the Curling Club for Tom Elliot.
- Attended the Chocolate Museum's Open House.

16. QUESTION PERIOD

There were no questions from the public and no media were present.

17. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor Carr

Seconded by Councillor Hyslop

**277/17** THAT the meeting adjourn at 7:45 p.m. CARRIED

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Mayor

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Town Clerk

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

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
  - (a) Teed Saunders Doyle & Co. – Presentation of 2016 Audited Financial Statements.
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
  - (a) Regular Council Meeting – October 23, 2017
  - (b) Special Council Meeting – November 6, 2017
8. ACCOUNTS
  - (a) Statements of Revenue and Expenditure
  - (b) Paid Bills
9. COMMUNICATIONS  
  
COMMUNICATION FOR INFORMATION
  - (a) Thank you card from the family of Eugene Russell.
  - (b) Thank you card from Dianna Fraser.  
COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
  - (a) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – November 15, 2017
  - (b) Committee of Council Meeting – November 6, 2017
  - (c) Committee of Council Meeting – November 22, 2017

11. STAFF REPORTS

- (a) Finance Department
- (b) Public Works Department
- (c) Parks and Recreation Department
- (d) By-Laws and Building Inspection Services
- (e) Development / Property Management Office
- (f) 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” – Second Reading – Reading in its Entirety
- (b) By-Law No. W-1.1, A By-Law to Amend By-Law No. W-1, “A By-Law Respecting Water and Sewer Rates and Charges” – First Reading – Short Title Only
- (c) By-Law No. W-2.1 – A By-Law to Amend By-Law No. W-2, “A By-Law Related to Water and Sewer Systems” – First Reading – Short Title Only

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) 2016 Audited Financial Statements
- (c) Change of Date: December 2017 Regular Town Council Meeting
- (d) The Bank of Nova Scotia Signing Authorities
- (e) Royal Bank of Canada Signing Authorities
- (f) Credit Card Limit Increase – Garcelon Civic Center
- (g) Approval of Event – Holiday Lamppost Decorating Contest
- (h) Approval of Events – Christmas Planning Committee
- (i) Amended Job Description – Assistant Treasurer
- (j) Sick Leave Bank – Canadian Union of Public Employees (CUPE), Local 770
- (k) Water & Sewer Service Policy

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 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 August 31, 2017 be received.

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

	<b>Actual To Date For the Eight Months Ending August 31, 2017</b>	<b>Budget For the Year Ending December 31, 2017</b>	<b>Remaining</b>	<b>Percentage Used</b>
<b>Revenue</b>				
Taxes	3,584,166	5,376,249	\$1,792,083	67%
Services Provided to Other Governments	114,201	223,920	109,719	51%
Sale of Services	346,057	502,854	156,797	69%
Other Revenue From Own Sources	169,856	182,833	12,977	93%
Unconditional Grants	1,084,582	1,626,871	542,289	67%
Conditional Transfers	0	4,200	4,200	0%
Other Transfers	779,098	1,179,723	400,625	66%
<b>Total Revenue</b>	<b>6,077,960</b>	<b>9,096,650</b>	<b>3,018,690</b>	<b>67%</b>
<b>Expenditure</b>				
General Government Services	671,297	1,015,865	344,568	66%
Protective Services	1,636,400	2,396,686	760,286	68%
Transportation Services	1,252,970	1,945,426	692,456	64%
Enviromental Health Services	162,895	246,661	83,766	66%
Enviromental Development Services	229,041	305,064	76,023	75%
Recreational and Cultural Services	1,187,361	1,869,246	681,885	64%
Fiscal Services	680,723	1,309,702	628,979	52%
Other	2,893	8,000	5,107	36%
<b>Total Expenditures</b>	<b>5,823,580</b>	<b>9,096,650</b>	<b>3,273,070</b>	<b>64%</b>
<b>Surplus (Deficit)</b>	<b>\$254,380</b>	<b>\$0</b>		

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

	<b>Actual To Date For the Eight Months Ending August 31, 2017</b>	<b>Budget For the Year Ending December 31, 2017</b>	<b>Remaining</b>	<b>Percentage Used</b>
<b>Revenue</b>				
Sale of Service	\$1,110,252	\$2,024,625	\$914,373	55%
Other Revenue From Own Source	132,746	200,300	67,554	66%
Other Transfers	68,890	136,066	67,176	51%
<b>Total Revenue</b>	<b>1,311,888</b>	<b>2,360,991</b>	<b>1,049,103</b>	<b>56%</b>
<b>Expenditures</b>				
Water Supply	758,503	1,140,096	381,593	67%
Sewerage Collection and Disposal	463,613	722,839	259,226	64%
Fiscal Services	395,886	498,056	102,170	79%
<b>Total Expenditures</b>	<b>1,618,002</b>	<b>2,360,991</b>	<b>742,989</b>	<b>69%</b>
<b>Surplus (Deficit)</b>	<b>(\$306,114)</b>	<b>\$0</b>		

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 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 September 30, 2017 be received.

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

	<b>Actual To Date For the Nine Months Ending September 30, 2017</b>	<b>Budget For the Year Ending December 31, 2017</b>	<b>Remaining</b>	<b>Percentage Used</b>
<b>Revenue</b>				
Taxes	4,032,187	5,376,249	\$1,344,062	75%
Services Provided to Other Governments	114,201	223,920	109,719	51%
Sale of Services	409,509	502,854	93,345	81%
Other Revenue From Own Sources	288,613	182,833	(105,780)	158%
Unconditional Grants	1,220,154	1,626,871	406,717	75%
Conditional Transfers	7,590	4,200	(3,390)	181%
Other Transfers	880,841	1,179,723	298,882	75%
<b>Total Revenue</b>	<b>6,953,095</b>	<b>9,096,650</b>	<b>2,143,555</b>	<b>76%</b>
<b>Expenditure</b>				
General Government Services	725,077	1,015,865	290,788	71%
Protective Services	1,716,060	2,398,686	680,626	72%
Transportation Services	1,398,038	1,945,426	547,388	72%
Environmental Health Services	175,063	246,661	71,598	71%
Environmental Development Services	237,147	305,064	67,917	78%
Recreational and Cultural Services	1,323,758	1,869,246	545,488	71%
Fiscal Services	825,685	1,309,702	484,017	63%
Other	2,893	8,000	5,107	36%
<b>Total Expenditures</b>	<b>6,403,721</b>	<b>9,096,650</b>	<b>2,692,929</b>	<b>70%</b>
<b>Surplus (Deficit)</b>	<b>\$549,374</b>	<b>\$0</b>		

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

	<b>Actual To Date For the Nine Months Ending September 30, 2017</b>	<b>Budget For the Year Ending December 31, 2017</b>	<b>Remaining</b>	<b>Percentage Used</b>
<b>Revenue</b>				
Sale of Service	\$1,516,893	\$2,024,625	\$507,732	75%
Other Revenue From Own Source	154,317	200,300	45,983	77%
Other Transfers	77,501	136,066	58,565	57%
<b>Total Revenue</b>	<b>1,748,711</b>	<b>2,360,991</b>	<b>612,280</b>	<b>74%</b>
<b>Expenditures</b>				
Water Supply	856,436	1,140,096	283,660	75%
Sewerage Collection and Disposal	514,811	722,839	208,028	71%
Fiscal Services	400,317	498,056	97,739	80%
<b>Total Expenditures</b>	<b>1,771,564</b>	<b>2,360,991</b>	<b>589,427</b>	<b>75%</b>
<b>Surplus (Deficit)</b>	<b>(\$22,853)</b>	<b>\$0</b>		

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**PAID BILLS**

**THAT** the paid bills in the amount of \$1,827,000.88 (one million, eight hundred and twenty-seven thousand and eighty-eight cents) be received.

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

Visa:

**OCTOBER 2017**

Allan MacEachern (General Gov't: Mayor Travel, Other Council, Treasurer Travel/Training, Assistant Treasurer Travel/Training; Utility: Trans & Dist Supplies)	\$ 1,064.35
Derek O'Brien (Civic Center: Monthly Galaxy Program Service Fee)	\$ 31.62
<b>Grand Total</b>	<b><u><u>\$ 1,095.97</u></u></b>

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

**NOVEMBER 2017**

Dillon Consulting Limited (Engineering - Water & Sanitary Sewer Renewal (Milltown Blvd) - Project #175356, Cheque #1128)	\$	39,364.50
Dillon Consulting Limited (Engineering - Water & Sanitary Sewer Renewal (Milltown Blvd) - Project #175356, Cheque #1130)	\$	53,423.25
Dillon Consulting Limited (Engineering - Storm & Sewer Separation and Utility Renewal (Elm Park) - Project #164847, Cheque #1131)	\$	61,099.50
Dillon Consulting Limited (Engineering - Storm & Sewer Separation and Utility Renewal (Elm Park) - Project #164847, Cheque #1132)	\$	41,658.75
Dillon Consulting Limited (Engineering - Combined Sewer Separation & Sanitary Sewer Renewal (Thompson Ave & Springwood Court) - Project #175358, Cheque #1133)	\$	13,869.00
TerraEx Inc. (Construction - Sanitary Sewer Renewal & Combined Sewer Separation - Thompson Avenue and Springwood Court - Project #17-5358, Cheque #1134)	\$	185,417.78
Debly Enterprises Ltd (Construction - Combined Sewer Separation & Utility Renewal - Elm Park - Project #16-4847, Cheque #1135)	\$	141,421.64
Fundy Contractors Limited (Construction - Water Main and Utility Renewal - Milltown Blvd - Project #17-5356, Cheque #1136)	\$	261,989.40
Dillon Consulting Limited (Engineering - Combined Sewer Separation & Sanitary Sewer Renewal (Thompson Ave & Springwood Court) - Project #175358, Cheque #1137)	\$	45,074.25
	<u>\$</u>	<u>843,318.07</u>

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

**November 2017**

Royal Canadian Legion, Milltown Branch No. 48 (Poppy Fund - 2017 - Income Distrubtion, Cheque #85)	\$	200.00
<b>Total</b>	<b>\$</b>	<b>200.00</b>

**Town of St. Stephen**  
BNK4 - Civic Center Bank Account  
Cheques from 000001 to 000025 dated between 11/01/2017 and 11/30/2017

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**CHEQUE REGISTER**

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Number	Issued	Amount	SC	Status	Status Date
000024	11/08/2017 TOWN OF ST. STEPHEN 38000.00	38,000.00 38,000.00	A/P	OUT-STD	11/08/2017
	GG-TRANSFER-FROM GCC TO GENI				
	<b>Cheque Totals Issued:</b>	<b>38,000.00</b>			
	<b>Void:</b>	<b>0.00</b>			
	<b>Total Cheques Generated:</b>	<b>38,000.00</b>			
	<b>Total # of Cheques Listed:</b>	<b>1</b>			

\* - Partial payment was made on Invoice

\*\* - Name on Check was modified

Town of St. Stephen  
 BNK1 - General Bank Account  
 Cheques from 000001 to 021197 dated between 11/01/2017 and 11/30/2017

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
018984	11/19/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER192017 GG-SERIES"BD"-INTEREST	1,161.50 1,161.50	A/P	OUT-STD	11/19/2017
018986	11/19/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER192017* GG-SERIES"BD"-PRINCIPAL	16,000.00 16,000.00	A/P	OUT-STD	11/19/2017
018988	11/30/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER302017 GG-SERIES"BH"-INTEREST	5,158.75 5,158.75	A/P	OUT-STD	11/30/2017
018990	11/30/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER302017* GG-SERIES"BH"-PRINCIPAL	38,000.00 38,000.00	A/P	OUT-STD	11/30/2017
018991	11/15/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORA1 NOVEMBER152017 GG-SERIES"BK-INTEREST	3,633.50 3,633.50	A/P	OUT-STD	11/15/2017
020888	11/30/2017 CANADIAN SPRINGS 9923140937 TS-SHOP-LATE PAYMENT CHARGE	5.79 5.79	A/P	OUT-STD	11/30/2017
020889	11/30/2017 CANADIAN TIRE JUMPSTART RC-JUMPSTART-DONATION	600.00 600.00	A/P	OUT-STD	11/30/2017
020890	11/30/2017 MINISTER OF FINANCE 20182017 TS-SHOP-INSPECTION STATION LIC	38.00 38.00	A/P	OUT-STD	11/30/2017
021000	11/01/2017 A.E. HORNE & SON LTD. 00547049-01 RC-PARKS-BALL FIELD TOPPER BR	99.80 99.80	A/P	OUT-STD	11/01/2017
021001	11/01/2017 BARB TUCKER FURNITURE&CAMERAS CC-ADMIN/FITNESS-DESK UNIT, CAI	924.99 924.99	A/P	OUT-STD	11/01/2017
021003	11/01/2017 CANADA BREAD COMPANY LIMITED 129214903295 CC-CANTEEN- HOT DOG BUNS	38.34 38.34	A/P	OUT-STD	11/01/2017
021004	11/01/2017 CHARLIE FAIRWEATHER CLOTHINGALLOW17 CC-ARENA-CLOTHING ALLOWANCE	78.15 78.15	A/P	OUT-STD	11/01/2017
021005	11/01/2017 CNH CAPITAL IN85717 TS- #11- LATCH, SAFETY NUT, WASI IN85775 TS-#11- TOOTH, PIN	280.21 27.90 252.31	A/P	OUT-STD	11/01/2017
021006	11/01/2017 COCA COLA REFRESHMENTS CANADA COMPANY 76805304 CC-CANTEEN- COKE ORDER	657.96 657.96	A/P	OUT-STD	11/01/2017
021007	11/01/2017 HERITAGE COURT HOLDINGS LIMITED RC000026044 GG-TOWNHALL-LEASE-NOV/17	5,417.62 5,417.62	A/P	OUT-STD	11/01/2017
021008	11/01/2017 JEREMY MCSHANE RECREATIONNB17 CC-OPSMANAGER-RECREATION NE WORKSAFENB17 CC-OPSMANAGER-WORKSAFE NB	287.00 125.00 162.00	A/P	OUT-STD	11/01/2017
021009	11/01/2017 MICHELLE VEST CANTEENSUPPOCT/17 CC-CANTEEN-SUPPLIES	527.67 527.67	A/P	OUT-STD	11/01/2017
021010	11/01/2017 MINISTER OF FINANCE WEEK442017 EMPLOYEE DEDUCTIONS-OCT 29-N	209.30 209.30	A/P	OUT-STD	11/01/2017
021011	11/01/2017 NEW SYSTEM LAUNDRY & CLEANERS LTD. 383827 PM-RCMP- FLOOR MATS 365810 PM-RCMP- FLOOR MATS 396092 PM-RCMP- FLOOR MATS	140.22 46.74 46.74 46.74	A/P	OUT-STD	11/01/2017
021012	11/01/2017 PETTY CASH - GARCELON CIVIC CENTER APR-SEP2017 CC-PETTYCASH- BANKADJ2017 PETTY CASH ADJUSTMENT FOR AP	162.30 162.33 -0.03	A/P	OUT-STD	11/01/2017
021013	11/01/2017 ROYAL CANADIAN LEGION #48 OCTOBER 27,2017 PS-FIRE- REMEMBRANCE DAY WRE	50.00 50.00	A/P	OUT-STD	11/01/2017
021014	11/01/2017 SHANNON MICHAEL	371.91	A/P	OUT-STD	11/01/2017

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Town of St. Stephen  
 BNK1 - General Bank Account  
 Cheques from 000001 to 021197 dated between 11/01/2017 and 11/30/2017

CHEQUE REGISTER

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Number	Issued		Amount	SC	Status	Status Date
	WEEK442017	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
021015	11/01/2017	SOURCE ONE SUPPLIES	<b>3,666.94</b>	A/P	OUT-STD	11/01/2017
	150692017	RC-MILLPOOL-POOL CHEMICALS	920.00			
	15219	RC-MILLPOOL-POOL CHEMICALS	920.00			
	15358	RC-MILLPOOL-POOL CHEMICALS	372.39			
	15810	RC-MILLPOOL- CHEMICALS FOR PO	920.00			
	16123	PM-LIBRARY- GARBAGE BAGS	52.97			
	16290	TS-SHOP- HAND TISSUE, URINAL BL	131.87			
	16409	PS-FIRE- LAUNDRY DETERGENT, G,	97.69			
	16492	RC-LIBRARY- BATH TISSUE	81.95			
	16618	PS-FIRE- BATH TISSUE, HAND TOWI	170.07			
021016	11/01/2017	SOURCE ONE SUPPLIES	<b>847.55</b>	A/P	OUT-STD	11/01/2017
	10109	CC-ARENA-VINYL GLOVES	-75.85			
	15693	CC-ARENA- URINAL SCREENS	106.01			
	15858	CC-ARENA- HAND TOWEL	80.43			
	16100	CC-ARENA- VINYL LARGE GLOVES	9.65			
	16324	CC-POOL- HAIR & BODY SHAMPOO	67.59			
	16326	CC-POOL- 5 GERMARC 4L	149.44			
	16495	CC- ARENA- GARBAGE BAGS, BATH	510.28			
021017	11/01/2017	ACCT #903240047015	<b>320.00</b>	A/P	OUT-STD	11/01/2017
	OCTOBER2017	VOLUNTEER FIRE MEMBERSHIP DU	320.00			
021018	11/01/2017	ACCT 8025-280	<b>1,325.10</b>	A/P	OUT-STD	11/01/2017
	OCTOBER2017	LOCAL 770 UNION DUES-OCTOBER/	1,325.10			
021019	11/01/2017	MINISTER OF FINANCE	<b>986.00</b>	A/P	OUT-STD	11/01/2017
	OCTOBER2017	EMPLOYEE DEDUCTIONS-OCTOBEF	986.00			
021020	11/01/2017	O'CONNELL MIKE	<b>200.00</b>	A/P	OUT-STD	11/01/2017
	OCTOBER2017	RC-RECREATIONDIRECTOR-MONTI	200.00			
021021	11/01/2017	ST. STEPHEN UTILITY DEPT.	<b>40.00</b>	A/P	OUT-STD	11/01/2017
	OCTOBER2017	EMPLOYEE DEDUCTIONS-OCTOBEF	40.00			
021022	11/03/2017	SHARPE'S LAWN CARE	<b>15,812.50</b>	A/P	OUT-STD	11/03/2017
	219	RC-PARKS- ST. STEPHEN BUSINES:	1,150.00			
	91	RC-TURFMAINTENANCE-PLAYING F	14,662.50			
021023	11/03/2017	CIBC MELLON GLOBAL SECURITIES NBMF0216002	<b>24,055.24</b>	A/P	OUT-STD	11/03/2017
	OCTOBER2017	GG-MUNCIPALPLAN-OCTOBER/17	24,055.24			
021024	11/06/2017	A"PLUS" AUTO GLASS & UPHOLSTERY	<b>713.00</b>	A/P	OUT-STD	11/06/2017
	25055	TS-SHOP- SUPPLY & INSTALL TOOL	713.00			
021025	11/06/2017	AIR LIQUIDE CANADA INC.	<b>322.00</b>	A/P	OUT-STD	11/06/2017
	67385309	TS-SHOP- CYLINDER LEASES	322.00			
021026	11/06/2017	AJW MECHANICAL LTD.	<b>488.52</b>	A/P	OUT-STD	11/06/2017
	26615	GG-5 KINGS- A/C REPAIR	297.69			
	26947	PM-RCMP- YORK AIR HANDLER	190.83			
021027	11/06/2017	ATLANTIC BUNKER GEAR SERVICES	<b>195.90</b>	A/P	OUT-STD	11/06/2017
	8138	PS-FIRE- CLOTHING REPAIR	195.90			
021028	11/06/2017	BARB TUCKER	<b>150.00</b>	A/P	OUT-STD	11/06/2017
	GARCELONDAYS17	CC-GARCELONDAYS-ENTERTAINME	150.00			
021029	11/06/2017	BELL CONFERENCING INC.	<b>51.49</b>	A/P	OUT-STD	11/06/2017
	112903575	GG-CAO-CONFERENCE CALL	51.49			
021030	11/06/2017	BELL MOBILITY INC.	<b>1,143.74</b>	A/P	OUT-STD	11/06/2017
	523889487OCT17CC	CC-ADMIN-CELL PHONE CHARGES	318.94			

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Number	Issued	Amount	SC	Status	Status Date
	523889487OCT17GG GG/PS/RC/STS-CELL PHONE CHARC	824.80			
021031	11/06/2017 BLAKNEY'S TRUCKING INC. 309 TS-STS-ROAD SALT DELIVERY	769.63 769.63	A/P	OUT-STD	11/06/2017
021032	11/06/2017 BRIGGS PLUMBING INC. 113330 PM-RCMP-A/C DRAIN PLUGGED 113335 PM-RCMP- REPAIR SHOWER DRAIN 113353 PM-120 MILLTOWN BLVD- HOOK UP 113394 PM-RCMP- REPAIRED MEN WASHR	988.10 69.00 138.07 697.65 83.38	A/P	OUT-STD	11/06/2017
021033	11/06/2017 BRUNSWICK NEWS INC 1734731 PS-FIRE- SSFD ANNUAL BUCKET SI 1740450 PS-FIRE- FIRE PREVENTION, COLOI	820.30 236.10 584.20	A/P	OUT-STD	11/06/2017
021034	11/06/2017 CANADIAN SPRINGS 9923469931 PS-FIRE- LATE PAYMENT CHARGES	2.52 2.52	A/P	OUT-STD	11/06/2017
021035	11/06/2017 CANADIAN SPORT TOURISM ALLIANCE 2017-5560 GG-EVENTSCOORD-OCT/17-SEP/18	152.65 152.65	A/P	OUT-STD	11/06/2017
021036	11/06/2017 CARGILL LIMITED 2903665570 TS-STS-SALT	5,002.57 5,002.57	A/P	OUT-STD	11/06/2017
021037	11/06/2017 CARQUEST 118734 PS-FIRE- BATTERY JC2140 TS-SHOP- WINDSHEILD WASHER FL	179.40 111.32 68.08	A/P	OUT-STD	11/06/2017
021038	11/06/2017 CHARLOTTE COUNTY JANITORIAL 3751 PS-FIRE- JANITORAIL CLEAN UP FR	161.00 161.00	A/P	OUT-STD	11/06/2017
021039	11/06/2017 CINTAS CANADA LIMITED 5006909146 PS-FIRE- SERVICE CALL, CABINET C	152.07 152.07	A/P	OUT-STD	11/06/2017
021040	11/06/2017 CLONEY CONSTRUCTION INC. 347 RC-PARKS- CUT & PRUNE TREES A'	1,265.00 1,265.00	A/P	OUT-STD	11/06/2017
021041	11/06/2017 COOKE WALTER RESCUETRUCK PS-FIRE-RESCUE TRUCK TO HAMP'	30.00 30.00	A/P	OUT-STD	11/06/2017
021044	11/06/2017 CREIGHTON-CARTER LTD. 961-436930 TS-SHOP-SILICONE SPRAY 961437649 TS-#1- OIL FILTER 961-437689 TS-SHOP- GUN WASH 961-437749 RC-#307- DRIVESHAFT BEARING & S 961-437807 RC-#307- BRAKE PADS, CORE DEPC 961-437873 TS-#307-CORE DEPOSIT 961-437874 TS-SHOP- POWER STEERING FLUID 961-438205 TS-#24- BRAKE PADS 961-438249 TS-#24 COURTESY LAMP 961-438257 TS-#10- LUBE FILTER 961-438263 TS-SHOP- HARDWARE 961-438499 TS-#435-CORE DEPOSIT 961-438501 RC-#438- TIE ROD END 961-438515 RC-#438- BALL JOINT 961-438517 RC-#438- LOWER BALL JOINT 961-438519 TS-SHOP- DP. SKT 1-1 8 CONV 961-438525 RC-#438- TIE ROD END 961-438542 TS-SHOP- THICKSTAR GLOVES 961-438591 TS-SHOP- 80W90 961-438746 TS-SHOP- 5920 RTV COPPER 80ML	2,199.54 7.29 12.68 73.84 67.57 386.86 -116.24 20.60 115.29 5.00 15.27 4.09 -55.48 40.33 73.62 73.62 24.45 40.33 38.32 361.26 9.81	A/P	OUT-STD	11/06/2017

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Number	Issued	Amount	SC	Status	Status Date
	961-439058	TS-SHOP- ARO COUPLER, 4NPTX3 E			
	961-439244	TS-#5- HUB GRINDER			
	961-439365	TS-SHOP- FIREWALL HEATER HOSE			
	961-439480	TS-SHOP- ANTIFREEZE, NAPA W W			
	961-439566	TS-SHOP- 1 4 NF NUT			
	961-439678	TS-#5- BATTERY CABLES, BATTERY			
	961-439689	TS-AIRPORT- MOWER BATTERY			
	961-439690	TS-SHOP- COPPER TERMINAL			
021045	11/06/2017	CUSTOM COMMUNICATIONS INC.			
	170926-5	PS-FIRE- DEMO XPR6550			
021046	11/06/2017	DAVE DINSMORE WEB DESIGN & HOSTING			
	0558	CC-ADMIN-WEB HOSTING APRIL - A			
021047	11/06/2017	EAST COAST INTERNATIONAL TRUCKS			
	23554S	TS-#5- CAMSHAFTS, ADJUSTER BRK			
	23563S	TS-#5- ADJUSTER BRK, QS KIT, SLA			
	23627S	TS-#5- AJUSTER BRK			
	CM23554S	TS-#5-CAMSHAFT, ADJUSTER BRAK			
021048	11/06/2017	EAST COAST AIR			
	2264	PM-LIBRARY- BI-ANNUAL SERVICE C			
021049	11/06/2017	FERO WASTE & RECYCLING INC.			
	1375954	GG- TOWN- GARBAGE COLLECTION			
021050	11/06/2017	FUNDY BUILDING INSPECTION & DRAFTING SERVIC			
	17-093	PS-BUILDINGINSPECTOR-OCT15-28			
021051	11/08/2017	GREENLAW'S GARAGE LTD.			
	2011	TS-#1- MOUNT & BALANCE TIRES			
021055	11/06/2017	KONICA MINOLTA BUSINESS SOLUTIONS (CANADA			
	248001529	GG-TOWNHALL-COPIERMaintenance			
021056	11/06/2017	L.E.WHITTAKER CO., LTD.			
	38925	PS-FIRE- FIRE EXTINGUISHER HYDI			
021057	11/06/2017	LIFESAVING SOCIETY - NB Branch			
	1953	RC-MILLPOOL-PUBLIC POOL SAFET			
021058	11/08/2017	MCINNES COOPER			
	2017024300	GG-LEGAL-CONTRACT			
	2017024304	GG-LEGAL-GENERAL			
	2017024318	GG-LEGAL-BY-LAW			
	2017024321	GG-LEGAL-PROPERTY			
021059	11/06/2017	MICMAC FIRE & SAFETY SOURCE LTD.			
	NS-00845680	PS-FIRE- 2.5" HYDRANT QUARTER T			
	NS-00846082	PS-FIRE- BUNKER SUIT			
	NS-00846275	PS-FIRE- BOTTLE CARRIERS, COLL			
021060	11/06/2017	MINISTER OF FINANCE			
	40032869	PS-FIRE- RADIO COMMUNICATIONS			
021061	11/06/2017	NORTHERN CONSTRUCTION INC.			
	828	TS-ST5-ASPHALT			
021062	11/06/2017	O'CONNELL MIKE			
	252.98	CC-FITNESSCENTER-BOSU TRAIINE			
	40.30	RC-CONCUSSIONSEMINAR-SUPPLII			
	REC NBMEETING2017	RC-RECREATIONDIRECTOR-REC NE			
021063	11/06/2017	PETTY CASH			

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**CHEQUE REGISTER**

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Number	Issued	Amount	SC	Status	Status Date
	OCTOBER042017	PS-BUILDINGINSPECTOR-REGISTERED <i>LETTER</i>			
	OCTOBER202017	PS-BUILDINGINSPECTOR-REGISTERED <i>LETTER</i>			
	OCTOBER232017	PS-BUILDINGINSPECTOR-REGISTERED <i>LETTER</i>			
021064	11/06/2017 PIZZA DELIGHT	66.63	A/P	OUT-STD	11/06/2017
	509301-1 PS-FIRE- MEAL	66.63			
021065	11/06/2017 PRINCESS AUTO	284.50	A/P	OUT-STD	11/06/2017
	506074 TS-SHOP-CUTTER HOSE, CABLE BC	284.50			
021066	11/06/2017 PRO SWEEP CHIMNEY SERVICES	3,500.00	A/P	OUT-STD	11/06/2017
	2020399 PS-FIRE- REMOVE & INSTALL CHIMI	3,500.00			
021067	11/06/2017 RECREATION NB	401.35	A/P	OUT-STD	11/06/2017
	2017-155 CC-TRAINING&DEVELOPMENT KARI	401.35			
021068	11/06/2017 RICHARDSON JEFF	134.94	A/P	OUT-STD	11/06/2017
	FIREPREVENTWEEK PS-FIRE-PREVENTION WEEK, FUNE	134.94			
021069	11/06/2017 SOUTHERN SANITATION LTD.	17,217.04	A/P	OUT-STD	11/06/2017
	157746 GG-TOWN- ZONE I GARBAGE COLLI	4,005.74			
	157747* GG-TOWN- ZONE III GARBAGE COLI	4,005.74			
	157748 GG-TOWN- ZONE I GARBAGE COLLI	4,602.78			
	157749 GG-TOWN- ZONE I GARBAGE COLLI	4,602.78			
021070	11/06/2017 ST. CROIX PRINTING & PUBLISHING COMPANY LIM	380.57	A/P	OUT-STD	11/06/2017
	158511 GG-CIVIC- TOWN EVENTS	49.15			
	159210 PS-FIRE- FIRE PREVENTION	74.75			
	159598 GG-CIVIC- TOWN EVENTS	49.16			
	159599 GG-CIVIC- SMALL BUSINESS WEEK	105.80			
	159600 GG-CIVIC- FALL CLEAN UP	101.71			
021071	11/06/2017 STATIONERY PLUS	530.26	A/P	OUT-STD	11/06/2017
	14199 GG- TOWN HALL- INKJET, NOTE BO	59.60			
	20557 GG-EVENTS- BEER TICKETS	10.81			
	21675 GG-TOWN HALL- LASER TONER, BIP	228.24			
	21912 GG-TOWN HALL- STAPLER, ANALYS	86.91			
	22364 GG-TOWN HALL- RUBBER STAMP	21.84			
	22483 GG- TOWN HALL- CLIPS, PENS, BINI	122.86			
021072	11/06/2017 STERLING MARKING PRODUCTS	229.33	A/P	OUT-STD	11/06/2017
	6837914* GG-TOWN-DOG & CAT TAGS 2018	229.33			
021073	11/06/2017 SYSCO HALIFAX	511.23	A/P	OUT-STD	11/06/2017
	6944212 CC-CANTEEN- UPPER AND LOWER	511.23			
021074	11/06/2017 UNIFIRST CANADA LTD.	63.54	A/P	OUT-STD	11/06/2017
	710 0114203 CC- FRONT LOBBY- MATS	63.54			
021075	11/06/2017 CANADIAN SPRINGS	1.52	A/P	OUT-STD	11/06/2017
	9923469932 RC-MILLPOOL- LATE PAYMENT CHA	1.52			
021076	11/06/2017 CANADIAN SPRINGS	5.88	A/P	OUT-STD	11/06/2017
	9923469975 TS-SHOP- LATE PAYMENT CHARGE	5.88			
021077	11/06/2017 ST. CROIX PRINTING & PUBLISHING COMPANY LIM	752.72	A/P	OUT-STD	11/06/2017
	159176 PS-FIRE- FIRE PREVENTION	166.22			
	159177 PS-FIRE- FIRE PREVENTION	258.75			
	159178 PS-FIRE- FIRE PREVENTION	258.75			
	159179 PS-FIRE- FIRE PREVENTION	69.00			
021078	11/06/2017 STATIONERY PLUS	109.08	A/P	OUT-STD	11/06/2017
	21939 CC-ADMIN- LAMINATING POUCH-LE'	63.19			
	22257 CC-ADMIN-PHOTOCOPIER PAPER	45.89			

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021079	11/06/2017 ST. CROIX PRINTING & PUBLISHING COMPANY LIM 26769 RC-PARKS- PARK MAPS	85.63 85.63	A/P	OUT-STD	11/06/2017
021081	11/06/2017 KENT BUILDING SUPPLIES	1,989.66	A/P	OUT-STD	11/06/2017
	1276797 TS-SHOP- ADHESIVE, HAMMER BIT	65.96			
	1276818 TS-SHOP- GRASS SEED, HEX BOLTS	96.19			
	1277081 TS-SHOP- DROP IN ANCHORS	15.67			
	1277162 TS-SHOP- QUIKRETE	29.51			
	1278668 TS-SHOP-SAW, HINGES, BOARDS	137.03			
	1278830 TS-SHOP- BRUSH SET, NAILS	20.68			
	1279032 TS-SHOP- PLYWOOD, SCREWS	77.84			
	1279385 CC-EVENTS-TAPE, 10' CHAIN	18.61			
	1279588 RC-PARKS- LUMBER	20.85			
	1279762 PS-FIRE- SMOKE ALARM	689.66			
	1280006 PS-FIRE- SCREWS, WASHERS, STR	21.71			
	1281675 CC-BUILDING-PAINTING SUPPLIES I	81.87			
	1283019 CC-ARENA-PRIMER 4L	23.52			
	1283120 TS-SHOP- PROPANE EXCHANGE	27.54			
	1283146 RC-PARKS- RECIP BLADE SET	34.49			
	1283643 TS-SHOP- PANEL/ POLYCARB CLEA	81.26			
	1284120 RC-PARKS- COBALT BIT, CUTTING V	49.27			
	1286373 RC-PARKS- NUTS, WASHERS, BOLT	297.49			
	1286530 TS-SHOP- WOOD SCREWS, BOLTS,	79.38			
	1288474 TS-SHOP- PULL 5-1/2", LATCH, RECI	59.54			
	1290953 RC-PARKS- MAIL BOX	11.13			
	1291061 TS-SHOP- RECIP BLADE	16.02			
	1292343 TS-SHOP- BLADE	34.44			
021083	11/06/2017 GULLISON'S COURIER SERVICE	511.75	A/P	OUT-STD	11/06/2017
	217894 TS-#13- TO TOWN FR/ CAT FREDER	28.75			
	317205 TS-#20- TO TOWN FR/ RICHWIL	28.75			
	317213 TS-#13- TO TOWN FR/ CASE	28.75			
	317233 TS-#16- TO TOWN FR/ CASE	69.00			
	317245 GG-ACCOUNTING- DEBENTURE API	34.50			
	508942 TS-SHOP- TO LSW FR/TOWN	28.75			
	909006 TS-#16- TO TOWN FR/CASE	28.75			
	909039 TS-SHOP- TO TOWN FR/BAYVIEW	51.75			
	909106 TS-SHOP- TO TOWN FR/CASE	40.25			
	909141 PS-FIRE- TO A.E MACDONALD FR/ S	28.75			
	909156 TS-#5- TO TOWN FR/ RICHWIL	57.50			
	909192 TS-#5- TO TOWN FR/RICHWIL	28.75			
	909477 TS-#5-FR RICHWILL	28.75			
	909499 TS-#13-FR CASE EQUIPMENT	28.75			
021084	11/06/2017 CASEY'S CUSTOM AUTO & BIKE LTD.	632.50	A/P	OUT-STD	11/06/2017
	91217 PS-#201, #202-UNDERCOATING	632.50			
021085	11/08/2017 IRVING ENERGY DISTRIBUTION AND MARKETING	7,994.09	A/P	OUT-STD	11/08/2017
	230448 TS-STC- FUEL	3,660.39			
	243807 TS-STC- FUEL	2,324.33			
	341799 TS-STC- FUEL	909.52			
	919006 TS-STC- GAS	1,099.85			
021086	11/08/2017 MICHELLE VEST	1,731.79	A/P	OUT-STD	11/08/2017
	1731.79 CC-CANTEEN-SUPPLIES	1,731.79			

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021087	11/08/2017 MINISTER OF FINANCE WEEK452017 EMPLOYEE DEDUCTIONS-NOV 05-1	209.30 209.30	A/P	OUT-STD	11/08/2017
021088	11/08/2017 NORTHERN CONSTRUCTION INC. 00000867* TS-ST5-ASPHALT	10,646.80 10,646.80	A/P	OUT-STD	11/08/2017
021089	11/08/2017 PAYROLL TRANSFER WEEK452017 GG-TRANSFER-OCT27-NOV09/17	69,685.00 69,685.00	A/P	OUT-STD	11/08/2017
021090	11/08/2017 RECEIVER GENERAL FOR CANADA WEEK452017 GG-REMITTANCE-OCT27-NOV09/17	28,436.43 28,436.43	A/P	OUT-STD	11/08/2017
021091	11/08/2017 ROYAL CANADIAN LEGION #9 38 GG-CIVIC-MEMORIAL DAY WREATH	45.00 45.00	A/P	OUT-STD	11/08/2017
021092	11/08/2017 SHANNON MICHAEL WEEK452017 PS-ANIMALCONTROL-WEEKLY FEE,	371.91 371.91	A/P	OUT-STD	11/08/2017
021094	11/08/2017 TIM TOZER ASSETMANAGEMENT GG-TREASURER/ASSTTREASURER	96.00 96.00	A/P	OUT-STD	11/08/2017
021095	11/14/2017 ALLAN MACEACHERN HORIZONMEET17 GG-MAYOR- CEO HORIZON MEETIN	26.00 26.00	A/P	OUT-STD	11/14/2017
021096	11/14/2017 BORDER INVESTIGATIONS & SECURITY INC. 14685 PS-BYLA-W-NOV 03 -10/17 FEE	966.00 966.00	A/P	OUT-STD	11/14/2017
021097	11/14/2017 DOT LARSEN CLOTHINGALLOW17 PS-CROSSINGGUARD-CLOTHING AI	91.99 91.99	A/P	OUT-STD	11/14/2017
021098	11/14/2017 ENBRIDGE GAS NEW BRUNSWICK 2017102502008-1016227-0 CC-BUILDING- NATURAL GADS 00	1,313.25 1,313.25	A/P	OUT-STD	11/14/2017
021099	11/14/2017 JEFF RENAUD TRAVELEXPENSES17 GG-CAO-TRAVEL EXPENSES	1,187.10 1,187.10	A/P	OUT-STD	11/14/2017
021100	11/14/2017 KAREN PETERSEN VARIANCEREFUND PS-BUILDINGINSPECTOR-VARIANCI	100.00 100.00	A/P	OUT-STD	11/14/2017
021101	11/14/2017 PATRICK ZWICKER YOGAINSCHOOLS GG-PROVINCENBGRANT-YOGA IN S	2,000.00 2,000.00	A/P	OUT-STD	11/14/2017
021102	11/14/2017 CALDWELL LESLIE OCTOBER 20,2017 TS-ST5- CUT DOWN TREE ON BOU	500.00 500.00	A/P	OUT-STD	11/14/2017
021103	11/15/2017 MINISTER OF FINANCE WEEK462017 EMPLOYEE DEDUCTIONS-NOV 12 -	209.30 209.30	A/P	OUT-STD	11/15/2017
021104	11/15/2017 SHANNON MICHAEL OCT17KENNELFEE PS-ANIMALCONTROL-KENNEL FEE- WEEK462017 PS-ANIMALCONTROL-WEEKLY FEE,	509.91 138.00 371.91	A/P	OUT-STD	11/15/2017
021105	11/22/2017 AJW MECHANICAL LTD. 26900 PM- LIBRARY- LABOUR FOR SERVIC	210.45 210.45	A/P	OUT-STD	11/22/2017
021106	11/22/2017 ATLANTIC TRACTORS & EQUIPMENT LTD. 9011629361 TS-#13- LATCH AS 9011629621 TS-#13- LATCH KITS, GASKET, KNOI 9011631055 TS-#13- FLAT SCREW, CAP, LATCH / 9100496972 TS-#13- REPAIR RIDE CONTROL	1,830.87 89.00 299.03 116.13 1,326.71	A/P	OUT-STD	11/22/2017
021107	11/22/2017 ATLANTIC ALARM & SOUND LTD 72991 CC-BUILDING- WIRELESS MICROPH	1,089.88 1,089.88	A/P	OUT-STD	11/22/2017
021108	11/22/2017 BELL ALIANT 06336721OCT17 TS-AIRPORT-LANDLINE PHONES 11368891OCT17 GG-TOWN HALL-LANDLINE PHONES 11378668OCT17 PS/TS-199 UNION ST-LANDLINE PHC 11395944OCT17 PS-FIRE-LANDLINE PHONES	3,452.96 152.14 1,685.00 352.96 929.89	A/P	OUT-STD	11/22/2017

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	15772965	OCT17 RC-REC/POOL-LANDLINE PHONES	232.98			
	46435731	OCT17 RC-PARKS-CHOC PARK CAMERA	99.99			
021109	11/22/2017	BELL CONFERENCING INC.	123.16	A/P	OUT-STD	11/22/2017
	112954816	GG- CIVIC- W.F. GANONG STATUE F	123.16			
021112	11/22/2017	CANADIAN TIRE	1,907.77	A/P	OUT-STD	11/22/2017
	N16408712	RC-HORT- BATTERIES	17.24			
	N16408769	TS-SHOP- TIRE	57.49			
	N16408774	TS-SHOP- PAINT	43.69			
	N16408779	RC-MILLPOOL- A/F PLUMB ECON	18.26			
	N1656849	TS-SHOP- 8 X WATER 24 PK	43.12			
	N16576616	PS-FIRE- RUST PAINT, 2 METAL SAV	65.45			
	N16576631	RC-PARKS- ROPE	45.98			
	N16576641	TS-SHOP- ONE SHOT	17.23			
	N16576649	TS-SHOP- PLUMBING ANTIFREEZE	9.13			
	N16576669	TS-SHOP- JUMPSTART WATER	57.51			
	N16576715	RC-HORT- SPRAY 9, PLANTERS	27.52			
	N16576725	PS-FIRE- PROPANE	78.56			
	N16576728	TS-SHOP- WATER	32.34			
	N16576733	GG-TOWN HALL-KEYS	12.04			
	N16576739	RC- REC- ANTIFREEZE	32.18			
	N16576759	TS-SHOP- 12X WATER	76.68			
	N16576761	RC-PARK- KEYS	8.03			
	N16576769	RC-PARKS- MIG WELDER	735.99			
	N16576780	PS-FIRE- BLANKET, FLASH LIGHT, V	155.18			
	N16576781	PS-FIRE- BACK PACK	42.49			
	N16576785	CC-ADMIN- 2 BASKETS, LOCK	18.60			
	N16576815	RC-PARKS- KEYS	14.33			
	N16576853	TS-AIRPORT- BELT	59.79			
	N16576860	RC-HORT- SPRAYER	22.99			
	N16576874	PS-FIRE- BON AMI WINDOW	11.48			
	N16576886	CC-ZAMBONI-STANDARD HYDROME	9.53			
	N16576900	PS-FIRE- 3PC SS TOOLSET	34.48			
	N16576902	PS-FIRE- BATTERIES	31.03			
	N16576913	TS-SHOP- WATER	63.90			
	N16576946	PS-FIRE- MOTHERS POWER BALLS	65.53			
021113	11/22/2017	CANADA 1ST BASKETBALL INC.	2,000.00	A/P	OUT-STD	11/22/2017
	2000.00	GG-COMMUNITYGRANT-FROM FUNI	2,000.00			
021114	11/22/2017	CARGILL LIMITED	5,211.43	A/P	OUT-STD	11/22/2017
	2903706025	TS-ST5-SALT	5,211.43			
021115	11/22/2017	CARQUEST	230.13	A/P	OUT-STD	11/22/2017
	14838-66412	PS-FIRE- VOLTAGE REGULATOR	102.63			
	14838-66955	PS-FIRE- TARPSTRAP, RX LAT BLAC	58.28			
	14838-67481	PS-FIRE-BATTERY	69.22			
021116	11/22/2017	CHARLOTTE COUNTY JANITORIAL	2,467.72	A/P	OUT-STD	11/22/2017
	3753	PM-RCMP- JANITORIAL- SEPT/17	1,303.97			
	3780	PM-RCMP- JANITORIAL OCTOBER /1	1,163.75			
021117	11/22/2017	CNH CAPITAL	129.08	A/P	OUT-STD	11/22/2017
	IN85564	TS-#11-POINTBUCKETTO, HYTRANS	221.05			
	IN86009	TS-#11-WRONG TEETH SUPPLIED	-91.97			
021118	11/22/2017	COX ELECTRONICS & COMMUNICATIONS	901.54	A/P	OUT-STD	11/22/2017

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	1-009909	CC-ARENA- COMPUTER	896.94			
	1-010649	CC-ARENA- PARTS	4.60			
021120	11/22/2017	CREIGHTON-CARTER LTD.	<b>1,912.33</b>	A/P	OUT-STD	11/22/2017
	961-435307	TS-SHOP-ROLOC SURFACE CONDIT	131.38			
	961-439909	TS-SHOP- 8OZ LEAD FREE ROSIN	25.31			
	961-439998	TS-SHOP- PRIMARY WIRE	56.06			
	961-440086	TS-SHOP- FUEL LINE HOSE	43.08			
	961-440139	PS-FIRE- OIL ABSORBA	174.11			
	961-440334	TS-SHOP- BALL VALVE	19.46			
	961-440367	PS-FIRE- BUSHINGS	3.01			
	961-440387	TS-SHOP- GASKET	0.49			
	961-440611	TS-SHOP- EXPANS PLUGS	10.35			
	961-440665	TS-#29- GEAR OIL, SWITCH	35.04			
	961-440743	TS-#3- POWER STEERING FLUID, 1	27.72			
	961-440744	TS-SHOP- RG. SKT 11 16	6.28			
	961-440908	TS-#29,#30- DT34 78-850, CORE DEF	333.48			
	961-440966	TS-SHOP- POWER STEERING FLUIC	84.46			
	961-441106	TS-SHOP- 14 ALU PIPE	67.13			
	961-441107	TS-SHOP- COTTER PINS	17.94			
	981-441353	TS-SHOP- WRENCH, MINI GRINDER	278.28			
	961-441354	TS-SHOP- IMPACT WRENCH	505.99			
	961-441382	TS-#1- OIL FILTER	12.98			
	961-441427	TS-SHOP- NO. 2 CUTTING TIP	20.85			
	961-441618	TS-SHOP- COTTER PINS	16.56			
	961-441805	TS-SHOP- COTTER PINS	41.40			
	961-441868	TS-SHOP- GASKET	0.99			
021121	11/22/2017	CUMMINS EASTERN CANADA	<b>1,930.51</b>	A/P	OUT-STD	11/22/2017
	028-45904	TS-#6- COMPRESSOR, GASKET	1,925.71			
	028-46400	TS-#6- GASKET	4.80			
021122	11/22/2017	DAVIS FUELS LTD.	<b>1,281.13</b>	A/P	OUT-STD	11/22/2017
	10937	TS/PS- 199 UNION STREET- HEATIN	1,281.13			
021123	11/22/2017	DWAYNE ROBINSON	<b>184.00</b>	A/P	OUT-STD	11/22/2017
	970775	PM-RCMP- WHEEL CHAIR RAMP REI	184.00			
021124	11/22/2017	EAST COAST INTERNATIONAL TRUCKS	<b>357.07</b>	A/P	OUT-STD	11/22/2017
	23834S	TS-#6- FLEETRIT	66.45			
	24386S	TS-SHOP- FLUID INHIBITOR	290.62			
021125	11/22/2017	FERO WASTE & RECYCLING INC.	<b>3,777.12</b>	A/P	OUT-STD	11/22/2017
	1385317	GG-TOWN- ZONE II GARBAGE COLL	3,777.12			
021126	11/22/2017	FUNDY BUILDING INSPECTION & DRAFTING SERVIK	<b>2,639.25</b>	A/P	OUT-STD	11/22/2017
	17-098	PS-BUILDINGINSPECTOR-OCT29-NC	2,639.25			
021127	11/22/2017	FUTURE NETS & SUPPLIES LTD.	<b>690.00</b>	A/P	OUT-STD	11/22/2017
	18977	TS-WHARF- LIFT DOCKS OUT OF RI	690.00			
021128	11/22/2017	GRANVILLE PARK DEVELOPMENTS LTD.	<b>12,355.00</b>	A/P	OUT-STD	11/22/2017
	HOUSINGGRANT17	GG-GRANT-HOUSING UNIT DEV GR	12,355.00			
021129	11/22/2017	GREAT-WEST LIFE ASSURANCE COMPANY	<b>2,001.28</b>	A/P	OUT-STD	11/22/2017
	NOV142017MANAGEMENT	GG-PREMIUMS-NOV 24-DEC23/17-M	2,001.28			
021130	11/22/2017	GULLISON'S COURIER SERVICE	<b>138.00</b>	A/P	OUT-STD	11/22/2017
	444656	GG-ACCOUNTING- DEBENTURE & IP	34.50			
	444653	TS-#11- TO TOWN FR/ CASE EQUIP	34.50			

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	444715	TS-#11- TO TOWN FR/ CASE EQUIP			
	444974	TS-#6- TO TOWN FR/ CUMMINS			
021131	11/22/2017	IRVING ENERGY DISTRIBUTION AND MARKETING		OUT-STD	11/22/2017
	44201	TS-ST5- FUEL			
	719618	TS- ST5- DIESEL			
	SEP,OCT,NOVINT17	TS-ST5-SEPTEMBER, OCTOBER, NC			
021132	11/22/2017	KARILYNN KLUKE		OUT-STD	11/22/2017
	RECNCBCONFERENCE	CC-POOL-RECREATION NB CONFEE			
021133	11/22/2017	KEITH'S BUILDING SUPPLIES		OUT-STD	11/22/2017
	169218*	TS-SHOP- MARKING PAINT			
	169288	TS-SHOP- STRINGLINE W/REEL 500'			
021135	11/22/2017	KENT BUILDING SUPPLIES		OUT-STD	11/22/2017
	10060937	RC-PARKS-SAFETY HASPS			
	10064521	RC-NATUREPARK-FOAMBOARD ADI			
	1204719	CC- ARENA-PIPE INSULATION			
	1207920	CC-ARENA- PAINT ROLLER, PAINT			
	1236533	CC- BUILDING- SPINNING FLAG POL			
	1240283*	RC-HORT- PANELS, DECK DRAIN			
	1293547	TS-SHOP- PLYWOOD, LUMBER			
	1293670	RC-PARKS- HEX NUT, WASHER, BOI			
	1293907	TS-SHOP- WOOD STAIN			
	1293916	CC-POOL- MOUSE DETAIL SANDER,			
	1293993	TS-SHOP- EYEBOLT, RATCHT STRA			
	1297466	TS-SHOP- RAKE			
	1297774	TS-SHOP- KEY CLIP, TAPE MEASUR			
	1298766	RC-PARKS- WIRE CABLE CLAMP			
	1298926	PS-FIRE- TARP STRAPS			
	1301888	CC-ADMIN- WALL HOOK, CLOSET R			
	1301959	RC-PARKS- SCREWDRIVER, LIGHT I			
	1301983	RC-PARKS- LED LIGHT BULB			
	1302535	TS-SHOP-MINI TRAY SET, ANGLE BF			
	1305245	RC-ARENA- SCREWS,ZIPTIES,TREM			
	1306397	CC-ARENA- KEY			
	1308216	TS-SHOP- BLADES			
021136	11/22/2017	LIFESAVING SOCIETY - NB Branch		OUT-STD	11/22/2017
	1993	CC-POOL- WORKPLACE CPR			
021137	11/22/2017	MAYFIELD GARDENS & LANDSCAPE		OUT-STD	11/22/2017
	771	CC-POOL- CHEMICALS			
021138	11/22/2017	MCINNES COOPER		OUT-STD	11/22/2017
	2017028170	GG-LEGAL-GENERAL			
	2017028175	GG-LEGAL-BY-LAW			
021139	11/22/2017	MEDAVIE BLUE CROSS		OUT-STD	11/22/2017
	144435	GG-HEALTH&DENTALPREMIUMS-DE			
	145573	GG-HEALTH&DENTALPREMIUMS-DE			
021140	11/22/2017	MEGA-LAB MANUFACTURING CO. LTD.		OUT-STD	11/22/2017
	147233	TS-SHOP-MEGALUBE WP GREASE			
021141	11/22/2017	MICMAC FIRE & SAFETY SOURCE LTD.		OUT-STD	11/22/2017
	NS-00846276	PS-FIRE-AIR BAG LIFT SYSTEM			
021143	11/22/2017	N. B. ELECTRIC POWER		OUT-STD	11/22/2017

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	10126106NOV/17	TS-XING LIGHTS-KING ST.	26.11			
	17935200NOV/17	TS-KING/UNION ST- TRAFFIC LIGHT	39.18			
	18169205NOV/17	RC-POOL- MILL LANE	157.67			
	18988703NOV/17	TS/PS- 199 UNION ST- ELECTRICITY	990.41			
	19051703NOV/17	TS-AIRPORT-ELECTRICITY	165.20			
	19051801NOV/17	TS-AIRPORT-ELECTRICITY	55.57			
	19055406NOV/17	RC-ARENA-ELECTRICITY	470.27			
	216000030308NOV17	TS-ST5-AREA LIGHTS	11,762.87			
	5066014-	RC-PARKS- ROTARY CHANGING RC	26.25			
	54187672NOV/17	TS-KING/QUENN- TRAFFIC LIGHTS	39.03			
	54653258NOV/17	TS-KING/SUPER STORE- TRAFFIC L	69.54			
	55180607NOV/17	RC-COTTONMILL- LIGHTS	85.48			
	55917471NOV/17	TS-ST5- WATERFRONT LIGHTS	92.09			
	57955782NOV/17	RC-BANDSTAND- CHOC PARK	27.91			
	57955808NOV/17	GG-120 MILLTOWN BLVD- ELECTRIC	121.15			
	71315207NOV/17	PS-RCMP-ELECTRICITY	809.17			
	72924306NOV/17	RC-PARKS- BANDSTAND	48.66			
	73006038NOV/17	RC-LIBRARY- ELECTRICTY	875.75			
	82122207NOV/17	RC-PARKS- BASKETBALL COURT	56.17			
	83278804NOV/17	TS-ST5-PARKS SHED	27.31			
	84980501NOV/17	RC-PARKS- RIVERSIDE DR. LIGHTS	109.83			
021144	11/22/2017 SHANNON MICHAEL		371.91	A/P	OUT-STD	11/22/2017
	WEEK472017	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
021145	11/22/2017 GREAT-WEST LIFE ASSURANCE COMPANY		2,717.62	A/P	OUT-STD	11/22/2017
	NOV142017UNION	GG-PREMIUMS-NOV24-DEC23/17-UP	2,717.62			
021146	11/22/2017 MILLTOWN MACHINE & FABRICATION LTD.		82.26	A/P	OUT-STD	11/22/2017
	19562	TS-SHOP- REPAIR FLAG HOLDER	82.26			
021148	11/22/2017 MINISTER OF FINANCE		209.30	A/P	OUT-STD	11/22/2017
	WEEK472017	EMPLOYEE DEDUCTIONS-NOV 19-2	209.30			
021149	11/22/2017 PAYROLL TRANSFER		78,731.00	A/P	OUT-STD	11/22/2017
	WEEK472017	GG-TRANSFER-NOV 10-23/17	78,731.00			
021150	11/22/2017 RECEIVER GENERAL FOR CANADA		31,186.17	A/P	OUT-STD	11/22/2017
	WEEK472017	GG-REMITTANCE-NOV 10-23/17	31,186.17			
021151	11/28/2017 ATHLETICA SPORTS SYSTEMS INC.		1,757.20	A/P	OUT-STD	11/28/2017
	308428	CC-ARENA- GOAL SETS- NET&PAD	1,757.20			
021152	11/28/2017 ATLANTIC SILICA INC.		4,786.25	A/P	OUT-STD	11/28/2017
	15189	RC-PARKS- PEA GRAVEL	4,786.25			
021153	11/28/2017 BELL ALIANT		955.06	A/P	OUT-STD	11/28/2017
	47424130OCT/17	CC-ADMIN- LANDLINE PHONES	955.06			
021154	11/28/2017 BORDER INVESTIGATIONS & SECURITY INC.		966.00	A/P	OUT-STD	11/28/2017
	14695	PS-BYLAW-NOV 17-24/17 FEE	966.00			
021155	11/28/2017 DILLON CONSULTING LIMITED		15,450.54	A/P	OUT-STD	11/28/2017
	175013	GG-TOWN- MUNICIPAL PLAN & ZON	15,450.54			
021157	11/28/2017 FUNDY BUILDING INSPECTION & DRAFTING SERVIK		2,070.00	A/P	OUT-STD	11/28/2017
	17-102	PS-BUILDINGINSPECTOR-NOV 12-18	2,070.00			
021158	11/28/2017 KONICA MINOLTA BUSINESS SOLUTIONS (CANADA		141.24	A/P	OUT-STD	11/28/2017
	248005330	CC-ADMIN- PHOTOCOPIER USAGE-	141.24			
021159	11/28/2017 N. B. ELECTRIC POWER		24,948.04	A/P	OUT-STD	11/28/2017
	54253127NOV/17	CC-BUILDING- ELECTRICITY	24,948.04			

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**Town of St. Stephen**  
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Number	Issued	Amount	SC	Status	Status Date
021160	11/28/2017 OK TIRE & AUTO SERVICE IN043067 PS-FIRE-2 TIRES	564.40 564.40	A/P	OUT-STD	11/28/2017
021161	11/28/2017 ORKIN CANADA CORPORATION IN-8071150 PS-FIRE-PEST CONTROL	143.75 143.75	A/P	OUT-STD	11/28/2017
021162	11/28/2017 ORR ELECTRIC & ALARM LTD. 2920 TS-ST- DECORATIVE LIGHT REPAI 2945 TS-ST- REPAIR TO LIGHT POLES 2960 TS-ST- DECORATIVE LIGHTS- ELM 2978 TS-ST- STREET LIGHT REPAIR- BO	1,825.41 579.69 566.16 386.94 292.62	A/P	OUT-STD	11/28/2017
021163	11/28/2017 PIZZA DELIGHT 143415 PS-FIRE-FIRE CALL OUT	66.63 66.63	A/P	OUT-STD	11/28/2017
021164	11/28/2017 PROCOM DATA SERVICES INC. 201714129 GG-TREASURY- FINANCIAL SUPPOF	3,846.82 3,846.82	A/P	OUT-STD	11/28/2017
021165	11/28/2017 PROMO HEROES 13871* CC-UNIFORM- CLOTHING ALLOWAN 14191 CC-POOL- CLOTHING ALLOWANCE 14442 RC-PARKS- CLOTHING ALLOWANCE	931.50 11.82 585.52 334.16	A/P	OUT-STD	11/26/2017
021166	11/28/2017 PROVINCIAL BANDAG TIRES 10484 TS-#6- TIRES	989.00 989.00	A/P	OUT-STD	11/28/2017
021167	11/28/2017 RECREATION NB 2017-157 RC-RECREATION- RNB CONFERENC	401.35 401.35	A/P	OUT-STD	11/28/2017
021168	11/28/2017 RICHARD PIERCE LTD. OCTOBER 23,2017 CC-ARENA- ZAMBONI TESTING OF E	103.50 103.50	A/P	OUT-STD	11/28/2017
021169	11/28/2017 SAUNDERS EQUIPMENT LTD. 69293 TS-#22- MUFFLER, PIN, SNAP RING,	591.78 591.78	A/P	OUT-STD	11/28/2017
021170	11/28/2017 SOURCE ONE SUPPLIES 16815 GG-120 MILLTOWN BLVD. - JANITOR	87.20 87.20	A/P	OUT-STD	11/28/2017
021171	11/28/2017 SOURCE ATLANTIC 2714510 TS-SHOP- ZIP CUT, WHEEL ZIP	334.94 334.94	A/P	OUT-STD	11/28/2017
021172	11/28/2017 SOUTHERN SANITATION LTD. 157744 TS/RC-ST/SPARKS- GARBAGE COLL 157745 TS/RC-ST/SPARKS- GARBAGE COLL 157882 PM-AIRPORT-GARBAGE COLLECTIC 157883 PM-AIRPORT-GARBAGE COLLECTIC	1,049.96 493.35 493.35 31.63 31.63	A/P	OUT-STD	11/28/2017
021173	11/28/2017 SOUTHWEST ELECTRIC & SECURITY INC. 14875 CC-ARENA- SAUNA SENSOR	303.60 303.60	A/P	OUT-STD	11/28/2017
021174	11/28/2017 SOUTHWEST NEW BRUNSWICK SERVICE COMMIS 188207-188976 GG-TOWN- REGIONAL LANDFILL CC	11,834.61 11,834.61	A/P	OUT-STD	11/28/2017
021175	11/28/2017 SPEEDY ST-STEPHEN 8768 8768-257281 CC-ARENA- ADJUST GLASS	126.50 126.50	A/P	OUT-STD	11/28/2017
021176	11/28/2017 ST. CROIX PRINTING & PUBLISHING COMPANY LIM 160170 GG-CIVIC-TOWN EVENTS 161041 GG-CIVIC- TOWN EVENTS 161042 GG-CIVIC- FALL CLEAN UP 161792 GG-CIVIC- CASUAL RECEPTIONIST I 161793 GG-CIVIC- TOWN EVENTS 161794 GG-CIVIC- REMEMBRANCE DAY 201 162391 GG-CIVIC- TOWN EVENTS	532.08 49.15 49.15 101.71 127.51 49.15 106.26 49.15	A/P	OUT-STD	11/28/2017
021177	11/28/2017 ST. STEPHEN AREA CHAMBER	480.00	A/P	OUT-STD	11/28/2017

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	2028	GG-CIVIC-2017 BUSINESS GALA TIC	280.00			
	2084	GG-CIVIC- 2017 CHRISTMAS BUSINE	200.00			
021178	11/28/2017	STATIONERY PLUS	1,310.70	A/P	OUT-STD	11/28/2017
	19826	TS-ST5-FLAGS	272.50			
	21387	PS-FIRE- MARKERS,PADS OF PAPEI	84.80			
	21785	RC-HORT-RECEIPT BOOKS	24.79			
	22513	PS-FIRE-SHIPPIING TAGS, REINFOR	17.77			
	22705	GG-TOWN HALL- FILE FOLDERS	12.54			
	22747	GG-TOWN HALL- PAPER	424.89			
	22987	PS-FIRE- FILE BOX, BATTERIES, PL/	166.37			
	23287	GG-TOWN HALL- PEN REFILLS	2.36			
	23415	GG-TOWN HALL- REINFORCEMENT:	165.51			
	23635	GG-TOWN HALL-BINDING CASE, ST/	23.68			
	23884	GG-TOWN HALL-INK ROLLERS, STE	115.49			
021179	11/28/2017	SUBWAY	92.00	A/P	OUT-STD	11/28/2017
	1199	PS-FIRE-FIRST AID COURSE	92.00			
021180	11/28/2017	SYSCO HALIFAX	523.78	A/P	OUT-STD	11/28/2017
	6948836	CC-CANTEEN- SUPPLIES	523.78			
021181	11/28/2017	THYSSENKRUPP ELEVATOR (CANADA) LIMITED	1,137.12	A/P	OUT-STD	11/28/2017
	1299104	CC-ELEVATOR- INSPECTION	1,137.12			
021182	11/28/2017	UNIFIRST CANADA LTD.	168.60	A/P	OUT-STD	11/28/2017
	7100118650	CC-FRONT LOBBY- MATS	84.30			
	7100117256	CC-FRONT LOBBY MATS	84.30			
021183	11/28/2017	VALLEY EQUIPMENT LTD	488.46	A/P	OUT-STD	11/28/2017
	IX59376	TS-#6- AIR FILTERS, LUBRICATION,	391.27			
	IX59558	TS-#6- AIR COMPRESSOR	97.19			
021184	11/28/2017	YELLOW PAGES GROUP	10.47	A/P	OUT-STD	11/28/2017
	17-5055566	GG-TOWN-911 LISTING-NOV 17	10.47			
021185	11/28/2017	SOURCE ONE SUPPLIES	766.28	A/P	OUT-STD	11/28/2017
	18623	CC-POOL- GARBAGE BAGS	62.88			
	18637	CC-ARENA- WET FLOOR SIGN	62.07			
	18755	CC-ARENA- HAND TOWEL, KITCHEN	317.75			
	18759	CC-ARENA- HAND TOWEL	137.49			
	18781	CC-ARENA- COLINON 4L, HAND TOV	186.09			
021186	11/28/2017	SOUTHERN SANITATION LTD.	632.50	A/P	OUT-STD	11/28/2017
	157766	CC-BUILDING- GARBAGE REMOVAL	316.25			
	157767	CC-BUILDING- GARBAGE REMOVAL	316.25			
021187	11/28/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIM	57.50	A/P	OUT-STD	11/28/2017
	181006	PS-FIRE-HALLOWEEN SAFETY	57.50			
021188	11/28/2017	ST. STEPHEN AREA CHAMBER	125.00	A/P	OUT-STD	11/28/2017
	2082	CC-ADMIN- 2017 CHRISTMAS REG. I	125.00			
021189	11/28/2017	STATIONERY PLUS	262.35	A/P	OUT-STD	11/28/2017
	22594	CC-ADMIN- POST ITS, BINDING CAS	97.59			
	22695	CC-ADMIN- ADD ROLL --1/4" X 50' TH-	39.08			
	23864	RC-ADMIN- PAPER, STAMP, CLIPS, F	125.67			
021190	11/28/2017	ORKIN CANADA CORPORATION	136.85	A/P	OUT-STD	11/28/2017
	7688395	CC-BUILDING- PEST CONTROL	65.55			
	IN-8064750	CC-BUILDING- PEST CONTROL	71.30			
021191	11/28/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIM	285.20	A/P	OUT-STD	11/28/2017

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Number	Issued		Amount	SC	Status	Status Date
	26722	RC-PARKS- SKATEBOARD PARK RU	285.20			
021192	11/28/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIM	<b>322.58</b>	A/P	OUT-STD	11/28/2017
	26544	CC-ADMIN-MAPS	198.38			
	26792	RC-PARKS-SEAT PLAQUE	124.20			
021193	11/28/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIM	<b>73.60</b>	A/P	OUT-STD	11/28/2017
	161713	CC-ADMIN- CHRISTMAS PARTIES P/	73.60			
021194	11/29/2017	SHANNON MICHAEL	<b>371.91</b>	A/P	OUT-STD	11/29/2017
	WEEK462017	PS-ANIMALCONTROL-WEEKLY FEE,	371.91			
021195	11/29/2017	MINISTER OF FINANCE	<b>209.30</b>	A/P	OUT-STD	11/29/2017
	WEEK482017	EMPLOYEE DEDUCTIONS-NOV 26-D	209.30			
<b>Cheque Totals Issued:</b>			<b>606,739.11</b>			
<b>Void:</b>			<b>0.00</b>			
<b>Total Cheques Generated:</b>			<b>606,739.11</b>			
<b>Total # of Cheques Listed:</b>			<b>188</b>			

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**Town of St. Stephen**  
**BNK2 - Utility Bank Account**  
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Number	Issued	Amount	SC	Status	Status Date
006157	11/15/2017 NEW BRUNSWICK MUNICIPAL FINANCE CORPORATION NOVEMBER152017A	13,104.25 13,104.25	A/P	OUT-STD	11/15/2017
006748	11/01/2017 MINISTER OF FINANCE 73882017	55.00 55.00	A/P	OUT-STD	11/01/2017
006749	11/06/2017 A. DOWNEY & SON CONSTRUCTION 689643	1,288.00 1,288.00	A/P	OUT-STD	11/06/2017
006750	11/06/2017 A"PLUS" AUTO GLASS & UPHOLSTERY 25025	147.20 147.20	A/P	OUT-STD	11/06/2017
006751	11/06/2017 ALL GAS TANKS 89828	130.85 22.89	A/P	OUT-STD	11/06/2017
	91276	107.96			
006752	11/06/2017 BAYVIEW TRUCKS AND EQUIPMENT LTD. 02P28964	364.34 364.34	A/P	OUT-STD	11/06/2017
006753	11/06/2017 BELL MOBILITY INC. 523889487OCT17UT1	716.64 716.64	A/P	OUT-STD	11/06/2017
006754	11/06/2017 BERNARD MCFARLANE 042017*	1,296.92 1,000.19	A/P	OUT-STD	11/06/2017
	17	48.75			
	212017	48.75			
	242017*	199.23			
006755	11/06/2017 BRENTAG CANADA INC. 40786124	29.36 -2,760.00	A/P	OUT-STD	11/06/2017
	40792273	6,469.36			
	40793396	-3,680.00			
006756	11/06/2017 BRIGGS PLUMBING INC. 113365	274.24 99.41	A/P	OUT-STD	11/06/2017
	113410	73.86			
	113420	100.97			
006757	11/06/2017 CANADIAN SPRINGS 9923470076	3.45 3.45	A/P	OUT-STD	11/06/2017
006758	11/06/2017 COLE-PARMER CANADA COMPANY 584208*	2,562.55 540.58	A/P	OUT-STD	11/06/2017
	586437	510.98			
	586904	1,510.99			
006759	11/06/2017 COX ELECTRONICS & COMMUNICATIONS 1-009482	695.68 695.68	A/P	OUT-STD	11/06/2017
006760	11/06/2017 CREIGHTON-CARTER LTD. 961-438458	428.65 284.19	A/P	OUT-STD	11/06/2017
	961-438477	57.02			
	961-438671	13.26			
	961-438816	50.72			
	961-439246	23.46			
006761	11/06/2017 CUSTOM EMBROIDERY PLUS 431	155.26 155.26	A/P	OUT-STD	11/06/2017
006762	11/06/2017 DOWNEY FORD SALES LTD. 568444	21.74 21.74	A/P	OUT-STD	11/06/2017
006763	11/06/2017 EAST COAST INTERNATIONAL TRUCKS 23376S	496.24 317.07	A/P	OUT-STD	11/06/2017

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Number	Issued		Amount	SC	Status	Status Date
	23411S	WS-#20- WISDOM WHEEL KIT	57.49			
	23487S	WS-#20- LOCK NUT, POLAR PRO GF	121.68			
006764	11/06/2017	EMCO CORPORATION	<b>13,264.32</b>	A/P	OUT-STD	11/06/2017
	12504354-00	WS-TRANS&DIST- PVC FLG SOC	74.29			
	12506242-00	WS-TRANS&DIST- CPLGS, ADPT CB	4,113.00			
	12506242-01	WS-TRANS&DIST- CPLG CB, ADPT, I	1,715.25			
	12506242-02	WS-TRANS&DIST- SERV BOX REP LI	352.08			
	12506268-00	WS-TRANS&DIST- BIONAX CAP, C/L	1,163.39			
	12506438-00	WS-TRANS&DIST- GATE VLV, HYD E	4,163.09			
	12506458-00	WS-TRANS&DIST- GUIDE PLT, 9' VLV	192.52			
	12506474-00	WS-TRANS&DIST- 12 CRNR SETT	1,490.70			
006765	11/06/2017	GREENLAW'S GARAGE LTD.	<b>114.94</b>	A/P	OUT-STD	11/06/2017
	2018	WS-#4- RECHARGE A/C	114.94			
006766	11/06/2017	GULLISON'S COURIER SERVICE	<b>373.75</b>	A/P	OUT-STD	11/06/2017
	317226	WS-TRANS&DIST- TO TOWN FR/BAY	28.75			
	317237	WS-SOURCE- TO RPC FR/TOWN	34.50			
	506869	WS-SOURCE-TO RPC	34.50			
	631868	WS-SOURCE- TO RPC FR/TOWN	34.50			
	631924	WS-SOURCE- TO RPC FR/TOWN	34.50			
	710183	WS-SOURCE-TO RPC	34.50			
	909022	WS-SOURCE- TO RPC FR/TOWN	34.50			
	909074	WS-SOURCE- TO RPC FR/ TOWN	34.50			
	909122	WS-SOURCE- TO RPC FR/TOWN	34.50			
	909173	WS-SOURCE-TO RPC	34.50			
	909483	WS-SOURCE- TO RPC FR/TOWN	34.50			
006767	11/06/2017	JAMER MATERIALS LTD.	<b>1,204.06</b>	A/P	OUT-STD	11/06/2017
	3448	WS-TRANS&DIST- GRAVEL	1,204.06			
006768	11/06/2017	KEITH'S BUILDING SUPPLIES	<b>165.55</b>	A/P	OUT-STD	11/06/2017
	168387	WS-TRANS&DIST- HOLE SAW, HOLE	17.25			
	168662	WS-TRANS&DIST- PAINT PAIL, PAIL	100.02			
	168809	WS-TRANS&DIST- SHOVEL	48.28			
006769	11/06/2017	KENT BUILDING SUPPLIES	<b>553.12</b>	A/P	OUT-STD	11/06/2017
	1281527	WS-SOURCE- FORK, LAWN RAKE, S	115.55			
	1284593	WS-TRANS&DIST- PAIL, RAKE, SHO'	162.43			
	1289706	WS-TRANS&DIST- DEHUMIDIFIER, B	275.14			
006770	11/06/2017	NORTHERN CONSTRUCTION INC.	<b>23,402.11</b>	A/P	OUT-STD	11/06/2017
	800	WS-TRANS&DIST- ASPHALT	23,402.11			
006771	11/06/2017	PITNEY BOWES LEASING	<b>724.51</b>	A/P	OUT-STD	11/06/2017
	3200603792	WS-TOWN HALL- 4TH QUARTER 201	724.51			
006772	11/06/2017	RECEIVER GENERAL	<b>997.82</b>	A/P	OUT-STD	11/06/2017
	042017*	WS-TRANS&DIST-SHOP ELECTRICA	769.37			
	17	WS-SOURCE-CONTACTOR REPAIR	37.50			
	212017	WS-SOURCE-WELL PUMP REPAIR	37.50			
	242017*	WS-BUDDAVE-ELECTRICAL REPAIR	153.25			
006773	11/06/2017	RESEARCH & PRODUCTIVITY COUNCIL	<b>1,652.83</b>	A/P	OUT-STD	11/06/2017
	211818	WS-SOURCE- MICRO EXAM OF WAT	72.37			
	213116	WS-SOURCE- WATER ANALYSIS	275.47			
	213130	WS-SOURCE- MICRO EXAM OF WAT	72.37			
	213304	WS-SOURCE- WATER ANALYSIS	413.21			
	213576	WS-SOURCE- WATER ANALYSIS	385.19			

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Number	Issued		Amount	SC	Status	Status Date
	213588	WS-SOURCE- MICRO EXAM OF WAT	72.37			
	214061	WS-SOURCE- MICRO EXAM OF WAT	72.37			
	214262	WS-SOURCE- WATER ANALYSIS	289.48			
006774	11/06/2017	SAINT JOHN LABORATORY SERVICES LTD.	1,493.05	A/P	OUT-STD	11/06/2017
	783-17	SCD-DISPOSAL-TREATMENT PLANT	1,493.05			
006775	11/06/2017	ST. CROIX PRINTING & PUBLISHING COMPANY LIM	138.13	A/P	OUT-STD	11/06/2017
	26711	WS/SCD- TOWN HALL- METER SHEE	138.13			
006776	11/06/2017	STATIONERY PLUS	486.73	A/P	OUT-STD	11/06/2017
	17167	SCD-DISPOSAL-PERMANENT MARK	4.35			
	19587	WS-SOURCE- BUSINESS CARDS, PE	107.41			
	21337	WS-SOURCE- TAPE, FOLD BACK CL	36.75			
	21447	WS-SOURCE- PRINTER	190.31			
	21675*	WS/SCD-TOWN HALL- LASER TONE;	21.49			
	21912*	WS/SCD-TOWN HALL- STAPLER, AN	86.92			
	22483*	WS/SCD- TOWN HALL- CLIPS, PENS	19.50			
006777	11/08/2017	BEACH DAVID	72.88	A/P	OUT-STD	11/08/2017
	WATERBREAK17	WS-ST5-MAIN STREET WATER BRE	72.88			
006778	11/08/2017	CLEARWATER WELL DRILLING (1983) Ltd.	14,259.43	A/P	OUT-STD	11/08/2017
	3361	WS-SOURCE-PUMP INSTALL & LABC	14,259.43			
006779	11/08/2017	NORTHERN CONSTRUCTION INC.	18,103.29	A/P	OUT-STD	11/08/2017
	00000867	WS-ST5-ASPHALT	18,103.29			
006780	11/14/2017	XPLORNET	85.09	A/P	OUT-STD	11/14/2017
	INV19828871	WS-MAXWELL XING - SATELLITE SE	85.09			
006781	11/22/2017	ALL GAS TANKS	61.93	A/P	OUT-STD	11/22/2017
	91597	WS-SOURCE- 5W30, FLASH LIGHT, \	61.93			
006782	11/22/2017	A ONE PUMPING SERVICE LTD.	394.45	A/P	OUT-STD	11/22/2017
	5753	SCD-DISPOSAL- PUMP LIFT STATIO	394.45			
006783	11/22/2017	BELL ALIANT	305.42	A/P	OUT-STD	11/22/2017
	11366812OCT17	WS-SOURCE-PUMP STATION	136.39			
	19002807OCT17	SCD-DISPOSAL-OLD BAY WWTP	169.03			
006784	11/22/2017	BRENNTAG CANADA INC.	2,705.88	A/P	OUT-STD	11/22/2017
	40788125	WS-SOURCE-CHLORINE	-3,680.00			
	40799863	SCD-DISPOSAL-CHLORINE	6,468.65			
	40801503	SCD-DISPOSAL-EMPTY CYLINDER F	-4,600.00			
	40807196	SCD-DISPOSAL-CHLORINE	7,277.23			
	40809581	SCD-DISPOSAL-CYLINDER RETURN	-2,760.00			
006785	11/22/2017	BRIGGS PLUMBING INC.	2,662.80	A/P	OUT-STD	11/22/2017
	113017	WS-TRANS&DIST-WATERPUMP PLIE	168.20			
	113147	WS-TRANS&DIST-COUPPLINGS, ADA	82.57			
	113148	WS-TRANS&DIST-CRIMP RINGS, AD	85.52			
	113286	WS-TRANS&DIST-PIPING TO FIT ME	77.74			
	113456	SCD-DISPOSAL-SNAKE FOR SEWEF	391.00			
	113510	WS-TRANS&DIST- VALVES, PEX 1/2"	234.42			
	113528	WS-TRANS& DIST- GAUGES, ELBOV	1,086.46			
	113561	WS-TRANS&DIST- 69 MAIN ST-FLUS	69.00			
	113568	WS-TRANS&DIST- MUELLER 3/4" LIN	117.65			
	113595	SCD-DISPOSAL-TRANSFER PUMP, F	350.24			
006788	11/22/2017	CANADIAN TIRE	2,388.38	A/P	OUT-STD	11/22/2017
	N16408713	WS-SOURCE-MISC TOOLS	338.81			

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Number	Issued	Amount	SC	Status	Status Date
	N16408748	WS-SOURCE- TOTES			
	N16408757	WS-TRANS&DIST- TROWEL			
	N16408760	SCD-DIPOSAL- CLAMPS, HOSE CON			
	N16408788	WS- SOURCE- FLOOR PAINT, STRAI			
	N16576622	WS-SOURCE- MC 65L HUY DTY			
	N16576635	WS-SOURCE- BULBS			
	N16576638	WS-SOURCE-CABLE BAG			
	N16576648	SCD-DISPOSAL- WEDGE ANCHOR,V			
	N16576651	WS-SOURCE- BATTERIES, SHIFTER			
	N16576726	WS-SOURCE- 5L GAS CAN, 4PK RAT			
	N16576745	WS-TRANS&DIST- RECIP BLADE			
	N16576746	WS-TRANS&DIST-25' TAPE			
	N16578758	SCD-DISPOSAL - KEYS & GLOVES			
	N16576770	SCD-DISPOSAL- FIGERGLASS TAPE			
	N16576776	WS-SOURCE- 8OUT CONTR POWE,			
	N16576784	WS-SOURCE- KEYS, KEY RING			
	N16578799	SCD-DISPOSAL- WTSKN SUIT, ANCH			
	N16576811	WS-TRANS&DIST- BATTERIES, REP/			
	N16576817	WS-SOURCE- TOTES, WD40, SPRAY			
	N16576822	WS-TRANS&DIST- BATTERIES			
	N16576829	WS- SOURCE- 10 PC SQ/PHIL, 38PC			
	N16576861	WS-TRANS&DIST- WATER SAVER, C			
	N16576866	SCD-DISPOSAL- CLAMP			
	N16576882	WS-#102- SPEAKER WIRE			
	N16576887	SCD-DISPOSAL- POLY 3/8 ROPE			
	N16576888	WS-SOURCE- POOL SUPPLIES, ROF			
	N16576940	WS-SOURCE- LOCKS, PADDLE LOCI			
006789	11/22/2017 CARQUEST 14838-67769	WS-#105- STEERING SHIFT TUBE		A/P	OUT-STD 11/22/2017
006790	11/22/2017 COX ELECTRONICS & COMMUNICATIONS 1-009684 1-009931	WS-TRANS&DIST- USB, AC CHARGE WS-TRANS&DIST- 1 HOUR LABOUR		A/P	OUT-STD 11/22/2017
006791	11/22/2017 CREIGHTON-CARTER LTD. 961-439823 961-439663 961-440737 961-441309 961-441363 961-441421 961-441441 961-441796	WS-#102- BREAKER PANEL, FUSE H WS-#8- NAPA BULK WS-TRANS&DIST- T-SHIRT WIPES WS-#105- OIL FILTER, AIR FILTER, F WS-#105- WIPER BLADES WS-#105- SWAY BAR LINK WS-#105- OIL WS-DISPOSAL- NITRILE GLOVES 8		A/P	OUT-STD 11/22/2017
006792	11/22/2017 DILLON CONSULTING LIMITED 174564	WS-MAXWELL XING- ASSESS. REME		A/P	OUT-STD 11/22/2017
006793	11/22/2017 DWAYNE ROBINSON 969626	WS-TRANS&DIST- INSTALLED SOFF		A/P	OUT-STD 11/22/2017
006795	11/22/2017 EMCO CORPORATION 12506438-01 12506475-00 12506665-00 12506676-00	WS-TRANS&DIST- SERV BOX L/ROD WS-TRANS&DIST- 2H3H3 CRNR SET SCD-DISPOSAL- PVC SDR CPLGS WS-TRANS&DIST- MARKER STRIPS		A/P	OUT-STD 11/22/2017

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Number	Issued		Amount	SC	Status	Status Date
	12506768-00	WS-TRANS&DIST- 200 SERV TUBE	137.82			
	12506900-00	WS-TRANS&DIST- HYD EXT CTD	997.23			
	12506997-00	WS-TRANS&DIST- PIPE, BIONAX CA	4,446.35			
	12506997-01	WS-TRANS&DIST- 8 ALPHA DI CPLG	552.89			
	12507009-00	WS-TRANS&DIST- CPLG CB, SS INSI	494.68			
	12507027-00	WS-TRANS&DIST- 8 ALPHA DI CPLG	552.89			
	12507079-00	SCD-DISPOSAL- C/L BEND, ADPT FL	430.38			
	12507079-01	SCD-DISPOSAL- FLG C/L BEND	760.93			
	12507081-00	SCD-DISPOSAL- GASKETS, HEX NU'	119.77			
	12507141-00	WS-TRANS&DIST-SERV BOX ROD W	-366.84			
006796	11/22/2017	GULLISON'S COURIER SERVICE	155.25	A/P	OUT-STD	11/22/2017
	444640	WS-SOURCE- TO RPC FR/TOWN	34.50			
	444654	WS-SOURCE- TO RPC FR/TOWN	40.25			
	444718	WS-SOURCE- TO RPC FR/TOWN	46.00			
	631997	WS-SOURCE- TO RPC FR/TOWN	34.50			
006797	11/22/2017	KEITH'S BUILDING SUPPLIES	256.05	A/P	OUT-STD	11/22/2017
	168808	WS-TRANS&DIST-REBAR	112.64			
	169538	WS-TRANS&DIST- MARKING PAINT,	20.68			
	169845	WS-TRANS&DIST- GROUND POST H	91.93			
	169846	WS-TRANS&DIST- PYLEX 4X4 CAP F	8.72			
	170132	SDC-DISPOSAL- LEAD FLASHING	22.08			
006798	11/22/2017	KENT BUILDING SUPPLIES	219.63	A/P	OUT-STD	11/22/2017
	1294537	WS-TRANS&DIST-DRILL BIT, 2" BITS	164.88			
	1297433	WS-TRANS&DIST- RECIP SAW BLAC	36.79			
	1308219	WS-TRANS&DIST- ANGLE BRUSH SE	17.96			
006799	11/22/2017	LINDE CANADA LIMITED 15687	12.65	A/P	OUT-STD	11/22/2017
	57319380	SCD-DISPOSAL- OXYGEN, IND. CYLI	12.65			
006800	11/22/2017	MEGA-LAB MANUFACTURING CO. LTD.	1,773.76	A/P	OUT-STD	11/22/2017
	146963	SCD-DISPOSAL- FLOATING DEGREAF	1,773.76			
006801	11/22/2017	MILLTOWN MACHINE & FABRICATION LTD.	159.01	A/P	OUT-STD	11/22/2017
	19501	SCD-DISPOSAL- 8 ANGLE IRON	29.26			
	19532	SCD-DISPOSAL- 1 X 21 GALV. SCH 4	129.75			
006803	11/22/2017	N. B. ELECTRIC POWER	22,859.76	A/P	OUT-STD	11/22/2017
	38869807NOV17	WS-3-119 MAXWELL XING BLDG	692.99			
	50228902NOV17	WS-MAXWELL XING-PUMPS	64.31			
	52557428NOV17	SCD-218OLDBAYRD-WWTP	14,626.72			
	53123617NOV17	SCD-ST5- DECHLORINATION CHAMI	136.09			
	53158875NOV17	SCD-ST5- BUDD AVE LIFT STATION	2,600.32			
	53473043NOV17	WS-SOURCE-CHLORINE RESIDUAL	29.11			
	54807440NOV17	WS-ST5- 158A MILLTOWN BLVD LIF	39.63			
	58356048NOV17	SCD-ST5-18 RIVERSIDE DR- LIFT ST	33.63			
	61204006NOV/17	SCD-DISPOSAL-2-216 KING ST. LIFT	190.69			
	61224002NOV17	SCD-ST5-358A MILLTOWN BLVD LIF	1,063.93			
	61230004NOV17	WS-MAXWELL XING-PUMPS	2,455.37			
	61238008NOV17	WS-ST5-BUDD AVE LIFT STATION	399.58			
	76139807NOV17	SCD-ST5- 5-4 RIVERSIDE DR - LIFT :	74.20			
	82291008NOV17	WS-SOURCE-RESERVOIR	195.20			
	84934906NOV17	SCD-ST5- 6-58ARIVERSIDE DR. LIFT	105.77			
	84943406	WS-ST5-TODD HILL RESERVOIR	150.22			
006804	11/22/2017	N. B. SOUTHERN RAILWAY COMPANY LIMITED	115.00	A/P	OUT-STD	11/22/2017

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Number	Issued	Amount	SC	Status	Status Date
	74550	WS-ST5-UNDERGROUND PIPE MP2.	115.00		
006805	11/22/2017	TOWN OF ST. STEPHEN	90,395.97	A/P	OUT-STD 11/22/2017
	90395.97	WS-FUNDTRANSFER-TO GENERAL	90,395.97		
006806	11/22/2017	TOWN OF ST. STEPHEN	62,049.10	A/P	OUT-STD 11/22/2017
	62049.10	WS-TRANSFER-TO GENERAL OPS F	62,049.10		
006807	11/22/2017	ACHESON, DONALD PROF. CORP.	1,479.00	A/R	OUT-STD 11/22/2017
006808	11/28/2017	JOHNSON LEE <i>(UTILITY OVERPAYMENT REFUND)</i>	63.23	A/P	OUT-STD 11/28/2017
	63.23	WS-UTILITY-CLOTHING ALLOWANCI	63.23		
006809	11/28/2017	PROCOM DATA SERVICES INC.	3,846.81	A/P	OUT-STD 11/28/2017
	201714129*	WS-TREASURY- FINANCIAL SUPPOF	3,846.81		
006810	11/28/2017	RECEIVER GENERAL	321.95	A/P	OUT-STD 11/28/2017
	392017*	WS-TRANS&DIST-BULB,PHOTO CEL	157.45		
	412017*	SCD-DISPOSAL- FIX MAIN DISCONN	75.00		
	442017**	WS-TRNAS&DIST- REPAIR BURNED	89.50		
006811	11/28/2017	SCOTIA TECH	10,015.87	A/P	OUT-STD 11/28/2017
	14071	WS-TRANS&DIST- SENSUS IPERL M	6,893.58		
	14074*	WS-TRANS&DIST- SENUS METERS	1,913.19		
	14088	WS-TRANS&DIST- SENSUS, FLANGE	1,208.90		
006812	11/28/2017	SERVICE NEW BRUNSWICK	166.57	A/P	OUT-STD 11/28/2017
	1048904	WS-UTILITY-PAYMENT ACCEPTANC	166.57		
006813	11/28/2017	SOURCE ONE SUPPLIES	235.84	A/P	OUT-STD 11/28/2017
	18433	SCD-DISPOSAL- HAND WIPES, GLO'	235.84		
006814	11/28/2017	SOURCE ATLANTIC	862.50	A/P	OUT-STD 11/28/2017
	2728709	WS-TRANS&DIST- ROLL UP SIGN ST	862.50		
006815	11/28/2017	SOUTHWEST CONCRETE & CONS LTD	3,494.85	A/P	OUT-STD 11/28/2017
	3164	WS-TRANS&DIST- PORTER ST. EXC	1,810.10		
	3258	WS-TRANS&DIST- EXCAVATOR, CEI	1,684.75		
006816	11/28/2017	SOUTHERN SANITATION LTD.	227.70	A/P	OUT-STD 11/28/2017
	157742	WS-BUDD AVE- GARBAGE COLLECT	113.85		
	157743	WS-BUDD AVE.- GARBAGE COLLEC	113.85		
006818	11/28/2017	STATIONERY PLUS	1,202.25	A/P	OUT-STD 11/28/2017
	19607	SCD-DISPOSAL-TAPE, MARKERS	12.51		
	19843	WS-TRANS&DIST- PENS, CALENDAR	47.06		
	20362	WS-SOURCE-PAPER	4.59		
	20568	WS-TRANS&DIST-SCAN CARD HOLL	8.05		
	20579	WS-SOURCE-BINDERS	12.63		
	21092	WS/SCD- TOWN HALL- REINFORCE	13.02		
	21923	WS-TRANS&DIST- COMPOSITION BC	6.54		
	21924	WS-TRANS&DIST- PRINTER	117.78		
	22002	WS-SOURCE- CORRECTION TAPE, F	25.12		
	22705*	WS/SCD-TOWN HALL- FILE FOLDER	12.54		
	22895	GG-TOWN HALL- RECEIPTS JOURN/	299.75		
	22909	WS-TRANS&DIST- FILE CABINET, FII	318.26		
	23287*	WS/SCD-TOWN HALL- PEN REFILLS	2.34		
	23415*	WS/SCD-TOWN HALL- REINFORCEM	58.77		
	23517	WS/SCD-TOWN- UTILITY ENVELOPE	124.15		
	23635*	WS/SCD-TOWN HALL-BINDING CASE	23.68		
	23884*	WS/SCD-TOWN HALL-INK ROLLERS	115.48		
006819	11/28/2017	THOMAS INDUSTRIAL SALES	668.27	A/P	OUT-STD 11/28/2017

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Number	Issued		Amount	SC	Status	Status Date
	28991	WS-TRANS&DIST- INSP. WATER TOI	668.27			
006820	11/28/2017	TOTAL FALL PROTECTION	154.68	A/P	OUT-STD	11/28/2017
	1225983	SCD-DISPOSAL- HARNESS,WINCH,1	154.68			
006821	11/28/2017	WURTH CANADA LIMITED	2,373.21	A/P	OUT-STD	11/28/2017
	22771733	WS-TRANS&DIST- HEX BOLT	143.23			
	22783258	WS-TRANS&DIST-HEX BOLTS	-143.23			
	22863424	WS-TRANS&DIST- HEX BOLTS, FLA	443.56			
	22865302	SCD-DISPOSAL- HEX BOLTS, FLAT \	1,260.92			
	22870853	SCD-DISPOSAL- HEX BOLTS	668.73			
		<b>Cheque Totals Issued:</b>	<b>337,647.73</b>			
		<b>Void:</b>	<b>0.00</b>			
		<b>Total Cheques Generated:</b>	<b>337,647.73</b>			
		<b>Total # of Cheques Listed:</b>	<b>70</b>			

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RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 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 December 6, 2017 be approved as circulated.

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

It was MOVED by Councillor Hyslop and SECONDED by Deputy Mayor Carr that the above-noted two (2) 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 Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; Chief Administrative Officer Jeff Renaud; Town Treasurer Tim Tozer; Assistant Town Treasurer Frank Godsoe; and Town Clerk Joan Flewelling.

ABSENT: Councillor Marg Harding.

2. APPROVAL OF AGENDA

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

3. CONFLICT OF INTEREST

There were no conflicts of interest declared.

4. ITEMS

**FINANCE AND ADMINISTRATION** – Chaired by Deputy Mayor Carr

- (i) Report of the Chief Administrative Officer – The Chief Administrative Officer Jeff Renaud provided a verbal report and, in particular, advised Council of the following:
- that he is busy reviewing policies and by-laws and will bring forward to future meetings recommended changes in order to enhance business and better serve the residents;
  - that he has been attending community events and encourages people to drop by his office;
  - that as 2<sup>nd</sup> Vice-President of the Canadian Association of Municipal Administrators (CAMA) just returned from a quarterly meeting in Ottawa and looks forward to the annual conference next year in Fredericton.
- (ii) Report of the Finance Department – The report of the Finance Department was received and reviewed.
- (iii) Cheque Register for month of November 2017 - The memo from the Accounts Payable Manager dated December 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, December 18, 2017.
- (iv) Transfer from General Capital Reserve Fund – The memo from the Treasurer dated November 30, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 18, 2017.
- (v) Transfer to General Capital Reserve Fund – The memo from the Treasurer dated December 4, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 18, 2017.
- (vi) Transfer to General Operating Reserve Fund – The memo from the Treasurer dated December 4, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 18, 2017.

- (vii) Transfer from the Water and Sewerage Operating Reserve Fund – The memo from the Treasurer dated December 4, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 18, 2017.
- (viii) Transfer from the Water and Sewerage Capital Reserve Fund – The memo from the Treasurer dated December 6, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 18, 2017.
- (ix) Transfer from the General Operating Reserve Fund – The memo from the Treasurer dated December 6, 2017 was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, December 18, 2017.
- (x) New Equipment - Paperless Meetings – Council agreed with the Chief Administrative Officer's recommendation to review new equipment during the 2018 budget process.

**POLICE AND FIRE** - Chaired by Mayor MacEachern in the absence of  
Councillor Harding

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

As noted in Sergeant Stubbs' report, one person was reported missing and he advised Council of several great resources available to assist the RCMP.

Sergeant Stubbs also advised Council that 10 kilograms of marihuana were recently seized.

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

In addition to his report, the Fire Chief announced that he will be retiring effective December 31, 2017 after 12 years of service as a firefighter and 25 as Fire Chief.

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

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

- (i) Report of the Building Inspection Office – The report of the Building Inspection Office was received and reviewed.
- (ii) Report of the Development / Property Management Office – The report of the Development / Property Management Office was received and reviewed.
- (iii) Application for Peddler's License – The application from Candace Bonhomme (Twisted Sistas Food Services) was received and reviewed, and Council will consider a motion at the next Regular Session on Monday, December 18, 2017 to approve the issuance of the peddler's license effective January 1, 2018.

**PARKS AND RECREATION** - Chaired by Councillor Chisholm

- (i) Report of the Parks and Recreation Office – The report of the Parks and Recreation Office was received and reviewed.
- (ii) Garcelon Civic Center Report – The report from Jeremy McShane, Operations/Maintenance Coordinator, was received and reviewed.

**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.

**PUBLIC WORKS** – Chaired by Councillor Hyslop

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

5. **DELEGATIONS/PRESENTATIONS**

- (i) Saint John Regional Hospital Foundation – Ambulatory Care Clinic 1 Campaign – Darren McLeod, Senior Philanthropy Specialist, presented the Saint John Regional Hospital Foundation's financial request to support the enhancement and expansion of Ambulatory Care Clinic 1.

Mayor MacEachern thanked Mr. McLeod and advised him that the financial request will be reviewed during the 2018 budget process.

6. NEW BUSINESS

No new business.

7 ADJOURNMENT

The meeting moved into closed session at 6:00 p.m. and returned to open session at 6:30 p.m., at which time it was **MOVED** by Councillor Hyslop and **SECONDED** by Deputy Mayor Carr that the meeting adjourn at 6:30 p.m.

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Joan Flewelling  
Town Clerk

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Dated

**AGENDA**  
**COMMITTEES MEETING**  
**WEDNESDAY, DECEMBER 6, 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* – one (1) item
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 – Chief Administrative Officer will give a verbal report.
- (ii) Report of the Finance Department
- (iii) Cheque Register for month of November 2017 – Memo from Accounts Payable Manager dated December 4, 2017 with attachment:
  - Cheque Register
- (iv) Transfer from General Capital Reserve Fund – Memo from Treasurer dated November 30, 2017 attached.
- (v) Transfer to General Capital Reserve Fund – Memo from Treasurer dated December 4, 2017 attached.
- (vi) Transfer to General Operating Reserve Fund – Memo from Treasurer dated December 4, 2017 attached.
- (vii) Transfer from the Water and Sewerage Operating Reserve Fund – Memo from Treasurer dated December 4, 2017 attached.
- (viii) Transfer from the Water and Sewerage Capital Reserve Fund – Information to follow.
- (ix) Transfer from the General Operating Reserve Fund – Information to follow.
- (x) New Equipment - Paperless Meetings – Chief Administrative Officer will speak to it.

**POLICE AND FIRE** - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP
- (ii) Report of the Fire Department
- (iii) Report of the By-Laws Office

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

- (i) Report of Building Inspection Office
- (ii) Report of the Development / Property Management Office
- (iii) Application for Peddler's License – Completed application from Twisted Sistas Food Services attached.

**PARKS AND RECREATION** – Chaired by Councillor Chisholm

- (i) Report of the Parks and Recreation
- (ii) Garcelon Civic Center – Report from Jeremy McShane, Operations/Maintenance Coordinator, attached.

**PLANNING, PROMOTION AND TOURISM** – Chaired by Councillor Wheaton

- (i) Planning, Promotion and Tourism – Report from Alex Reid, Events Development Coordinator, attached.

**PUBLIC WORKS** – Chaired by Councillor Hyslop

- (i) Report of the Public Works Department

5. **DELEGATIONS/PRESENTATIONS**

- (i) Saint John Regional Hospital Foundation - Ambulatory Care Clinic 1 Campaign – Presentation by Darren McLeod, Senior Philanthropy Specialist, as outlined in his letter dated November 16, 2017 attached.

6. **NEW BUSINESS**

7. **ADJOURNMENT**

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**STAFF REPORTS**

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

# Memo

**To:** Jeff Renaud, CAO

**From:** Tim Tozer, Treasurer

**Date:** 30 November 2017

**Subject:** Finance Department Report

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## **Staff Activity since last report:**

- 1) Monthly accounting procedures:
  - A) Accounts Receivable processing (Daily payment processing, deposits, monthly and quarterly invoicing and collection for both the Utility and General Fund).
  - B) Accounts Payable processing (Verification and daily input of invoices, and payment of amounts owed by the Town).
  - C) Payroll processing (Bi-weekly 78 employees, Monthly 32 employees, Quarterly 1 employee, Bi-yearly 7 employees, Total 118 employees).
  - D) General Ledger reconciliation's and analysis of accounts of all funds (Monthly closing of accounting records for nine funds).  
-Month end completed to December 31, 2016.
- 2) Council and Department Heads Statements of Revenue and Expenditures to July 31, 2017.
- 3) Preparation and review of information for Committee and Council packages.
- 4) Computer server maintenance.
- 5) Meetings:
  - A) Closed Committee Meeting-November 22, 2017
  - B) Council Meeting-November 27, 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.
- 10) Old Town Hall.
- 11) Wharf.
- 12) Turning the Corner Community Space.

B) Civic Center accounting reconciliations-Month end completed to September 30, 2017.

C) Capital Budget-In Progress.

D) 2018 Operating Budgets-In Progress.

E) 2016 and 2017 month ends and working papers-In Progress.

F) Multiple Stats Canada Forms-In Progress.

G) 2016 Gas Tax Fund remittance-In Progress.

H) Multiple HST remittances-In Progress.

I) Jumpstart processing-In Progress.

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

## Public Works Report for November 2017

Lee Johnson, Director of Operations, November 30, 2017

### 1: **Water system:**

- a) Installed 1 new 6" Dia. Meter at Well #3.
- b) Installed 2 new Residential Meters.
- c) Repaired 3 Water Laterals.
- d) Repaired 8 Residential Meters.

### 2: **Streets:**

- a) Hauled Sand for Winter.
- b) Picked up Brush and Leaves.
- c) Cleaned off catch basins.
- d) Put up and took down Legion Banners.
- e) Installed Culvert on Hawthorne St. Extension.

### 3: **Waste Water:**

- a) Videoed 5 Sewer Laterals.
- b) Rodded 1 Sewer Laterals.
- c) Repaired Force Main at Lift Station #1.
- d) Rebuilt Chlorine Injection System.

### 4. **Project Updates:**

December 1, 2017

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

All underground utilities are complete. As of today's date, all base asphalt and curb is complete. Some sidewalk and asphalt seal is left to do and is scheduled to be completed the week of December 4-8. Remaining driveway restoration will be completed next week as well. All remaining lawn repair, line painting and correction of deficiencies will be finished in Spring 2018.

#### ***Water Main and Utility Renewal (Milltown Boulevard) – Project No. 17-5356***

All work is complete except for line painting and lawn restoration. Line painting is expected to be complete during the week of December 4-8 and lawn restoration will be completed in the Spring of 2018.

#### ***Sanitary Sewer Renewal and Combined Sewer Separation (Thompson Avenue & Springwood Court) – Project No. 17-5358***

All work is complete with the exception of line painting and lawn restoration which will be completed in the Spring of 2018.

#### ***Turning the Corner Community Space – Project No. 17-6504***

The contractor has completed construction of the concrete footings and foundation. Concrete steps were poured but were deficient and are being repoured early next week. Site grading will occur during the week of December 4-8 and it is anticipated that the steel frame will be erected next week.



# Town of St. Stephen



*Canada's Chocolate Town*

## Report of Parks & Recreation Dept. November 2017

### Parks

- Public meeting is all set for December 4<sup>th</sup> at the Civic Center.
- Continue to work on turf maintenance tender for 2018.
- Parks staff are finished for the season.
- Continue to work with the Elm Street Nature Park committee.

### Recreation

- Continue to work on 2<sup>nd</sup> Annual Wall of Fame.
- Working on Christmas Parade.
- Attended Sport NB Annual Conference.
- Attended the Regional Service commission Recreation Master Plan meeting.
- Hosting a Canada 150 Skating Day on December 10<sup>th</sup>.
- 2 High School hockey tournaments went very well.
- Continue to work with Jumpstart program, has been going extremely well.
- Continue to work on possible March Break camp at the Civic Center.
- The Civic Center team is working on a possible partnership with the Boys and Girls Club for Christmas Camp.
- The Swim Team will be attending their first meet in Saint John on December 9<sup>th</sup>.
- I have secured a 4<sup>th</sup> week of ice Summer 2018 with teams from Florida.
- Continue to work on a 2<sup>nd</sup> season of Spring hockey.
- Continue to work with the U17 World's Host Committee on possible partnerships.

### Meetings

- |             |             |
|-------------|-------------|
| • FRPA      | • CC Mgt    |
| • Sport NB  | • Jumpstart |
| • RNB       | • Jim Scott |
| • Dept Head |             |
| • CC Staff  |             |

Michael O'Connell  
Director, Parks and Recreation

# St. Stephen Fire Department

## Reports for October and November 2017

Alarms responded to were :

	October	November
Town Alarms	12	5
Out of Town Alarms	5	3
Mutual Aid – Calais	1	
- Rural Fire	1	2
- Total	19	10

Alarms are described as being :

	October		November		
	# of firefighters	# of Hours	#of firefighters	# of hours	
1. Alarm system 3	27	27	2	15	22
2. Smell of Propane 2	29	36			
3. Mutual Aid 2	35	61	1	15	30
4. Transformer Fire 1	6	6			
5. Motor Vehicle Accident 5	61	70	2	24	24
6. Structure Fire 1	12	24			
7. Assist Amb NB(lift assist) 2	15	29			
8. Assist AMB NB (Cardiac)			1	11	16
9. Power Lines Down 2	14	14			
10.Smoke in a Building 1	17	34			
11.Vehicle Fire			2	35	52
12.Chemical Smell			1	9	9
13.Oil Spill			1	4	4

Calls Dispatched for the Month of October- 90 , November - 50 .

**Fire Department activities for the Month of October and November:**

1. Monthly Meeting of the Fire department (2)
2. Fire Prevention Week , October 9-13. Both Elementary Schools-all classes K-Gr.5 received a presentation . A contest through the Fire Marshalls Office where there is a drawing from all submitted entries for 3 winners from the Fundy Firefighters Association saw all three winners come from the St. Stephen Elementary School this year. A presentation was made to these students November30.

As well 5 Preschools also received a presentation.

3. A First Aid was conducted.
4. Members where part of the Union St. Baptist Church first annual “ Truck and Treat” Event October 28.
5. The St. Stephen Fire Dept. hosted the Nova Scotia Firefighters School Mobile Burn Unit for 2 evenings of “Live Fire Training” in support of the Fundy Firefighters Association.

**Fire Chiefs Activities :**

1. Vacation October 16 –November 17.

# TOWN of ST. STEPHEN

## By-Law Enforcement

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

## November REPORT

2017

To: CAO – Town of St. Stephen

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

CATEGORY	DETAIL	FOLLOW UP
Assist Other Dept. (0)		
Assist General Public (8)	<i>Lady called concerning a cannon on the front lawn of a residence</i>  <i>Complainant of a garbage truck driving erratically</i>  <i>Complaint of refuse on a town street</i>	Patrol made and the cannon is certainly not functional. Passed this on to complainant  Have contacted the company and they will look after the issue  Letter is being written to the property owner to clean up

<p>Parking(8)</p>	<p><i>Gentleman called with concerns over cement pillars the have been erected on the neighboring property</i></p> <p><i>Complaint of harassment by Youths on Milltown Blvd.</i></p> <p><i>Complaint of a neighbor damming brook again.</i></p> <p><i>Received a complaint of parking at the Elementary school at pick up times</i></p> <p><i>Application accepted for a peddlers license</i></p> <p><i>Warnings given on King and Blvd and Charlotte Mall (8)</i></p> <p><i>Final Letters were sent out to two residences in Town with regards to unsightly refuse on their property.</i></p>	<p>Myself and the building inspector went to the location and a letter is being sent to the property owner to have then fixed up</p> <p>This has been passed along to the RCM Police</p> <p>Landlord looked after this issue</p> <p>Will monitor the situation</p> <p>Will be brought to council</p>
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<b>Dog Complaints</b> 0		

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**REPORT OF THE ANIMAL CONTROL OFFICER**

**I responded to all complaints and phone calls, patrolled the Town on a daily basis.**

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

	2017	2016	2017	2016	2017	2016	2017
<b>BUILDING INSPECTION 2017</b>							
<b>November</b>							
	<b># of Per.</b>	<b># of Per.</b>	<b>Value</b>	<b>Value</b>	<b>YTD.#Permits</b>	<b>YTD.#Permits</b>	<b>YTD.Value</b>
<b>TYPE OF CONSTRUCTION</b>	<b>Pres. Mth</b>	<b>Prev.Yr Mth</b>	<b>Pres. Mth</b>	<b>Prev.Yr Mth</b>	<b>Present Year</b>	<b>Previous Year</b>	<b>Present Year</b>
New Residential	0	N/A	\$0.00	N/A	19	N/A	\$856,700.00
Residential Renos/Additions	3	N/A	\$75,000.00	N/A	45	N/A	\$1,377,900.00
New Com/Indus/Instit.	1	N/A	\$126,000.00	N/A	4	N/A	\$142,000.00
Com./Indus./Inst. Renos	1	N/A	\$15,000.00	N/A	19	N/A	\$1,539,460.00
Institutional	0	N/A	\$4,584.00	N/A	6	N/A	\$196,374.00
Demolition	0	N/A	\$0.00	N/A	11	N/A	\$126,700.00
<b>TOTALS</b>	<b>5</b>	<b>N/A</b>	<b>\$220,584.00</b>	<b>N/A</b>	<b>104</b>	<b>N/A</b>	<b>\$4,239,134.00</b>
	<b>Cur. Mth</b>						
Demolition Permits	0	N/A					
Stop Work Orders issued	0	N/A					
Site Inspections	8	N/A					
Electrical waivers issued	3	N/A					
Active Unsightly Premises	5	N/A					
Sign Permits	2	N/A					

# Town of St. Stephen

*Canada's Chocolate Town*



## Report of Development / Property Management Office – November 2017

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### **Planning Advisory Committee**

The meeting for November 1 was cancelled because there was no business for the agenda.

Next meeting: Wednesday, December 6.

### **Sign Permits**

2 approved.

### **Variances**

0 approved.

### **Approved Plans**

0 approved.

### **Unsightly Premises**

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

## **PROPERTIES**

### **R.C.M.P. Building**

Nothing to report.

### **Library**

Nothing to report.

### **Airport**

Nothing to report.

### **34 Milltown Blvd.**

Work is complete. Final funding claims have been submitted to RDC and to ACOA.

### **Train Station**

Nothing to report.



## Garcelon Civic Center Report

### Aquatics and Fitness

- Leisure pool is scheduled for regular annual maintenance Dec 11<sup>th</sup>-18<sup>th</sup>. Appropriate notices to users will be posted.
  - Winter swim lesson registration is now open. They start on Jan 8<sup>th</sup>.
  - Bronze cross and Bronze medallion will also be offered in the winter session.
  - New Leg press was added to the Gym this fall, user are pleased with addition.
  - New BOSU balls purchased for the gym.
  - New Starting blocks for the pool quotes are coming in now, this is a large asset to attract larger swim events to our aquatics Dept.
- Action: Council to consider a resolution to add final quote to 2018 budget.

### Facility

- Facility Closing on Dec 24<sup>th</sup> and noon Reopening Dec 27<sup>th</sup>
- Facility closing Dec 31<sup>th</sup> at 4pm. Reopens Jan 2<sup>nd</sup>
- Quartermain Arena closed Dec 30<sup>th</sup> 10pm reopening Jan 2<sup>nd</sup> 2pm.
- Ice covering will be going down Dec 30<sup>th</sup>, for the New Years Eve event being held in the Arena.
- New video security camera system is being installed last week of Nov, first week of Dec.
- UV lights/filter system for both pools are now back up and running after being down for a considerable amount of time. Will have regular annual Maintenance completed in the New Year.
- Older Zamboni at the border arena now up and running, we will be keeping this town asset up and running as a backup Zamboni for the GCC.
- Regular safety Checks on going
- Maintenance staff completed annual First Aid.
- 

### Finance & Administration.

- The job posting for the "Receptionist and Hospitality" closed November 21<sup>st</sup> at 4:00pm.
- The John Howard Society job placement started October 16<sup>th</sup> for 12 weeks
- There is a need for additional student event staff now that the GCC is operating both
- the lower and Upper/bar canteen. Planning to advertise in December



### Upcoming Events/Programming

- Kiwanis Christmas market Dec 1<sup>st</sup>
- Rob Gullison Memorial Dec. 1-3
- Canada 150 Free Skate Dec 10<sup>th</sup>
- NYE Private rental on the ice surface.
- Doug MacDonald Memorial Jan 5-7
- On Going Chase the Ace Event on Wednesday Evenings.
- 

Respectfully submitted by Jeremy McShane on behalf of the Garcelon Civic Center Management Team.

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 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" – THIRD AND FINAL READING – SHORT TITLE ONLY**

THAT 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" – be given Third and Final Reading – Short Title Only.



RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**BY-LAW NO. W-1.1 - A BY-LAW TO AMEND BY-LAW NO. W-1, "A BY-LAW RESPECTING WATER AND SEWER RATES AND CHARGES" – SECOND READING – READING IN ITS ENTIRETY**

THAT By-law No. W-1.1 – A By-law to Amend By-law No. W-1, "A By-law Respecting Water and Sewer Rates and Charges" – be given Second Reading – Reading in its Entirety.



RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**BY-LAW NO. W-2.1 - A BY-LAW TO AMEND BY-LAW NO. W-2, "A BY-LAW RELATED TO WATER AND SEWER SYSTEMS" – SECOND READING – READING IN ITS ENTIRETY**

THAT By-law No. W-2.1 – A By-law to Amend By-law No. W-2, "A By-law Related to Water and Sewer Systems" – be given Second Reading – Reading in its Entirety.



RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

THAT the Royal Canadian Mounted Police November 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**

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**POLICE REPORT  
November 2017**

**Council / Mayor's Report:**

This report for the Town of St. Stephen RCMP covers the period of **November 1<sup>st</sup>, 2017 to November 30<sup>th</sup>, 2017 inclusive**. During this time period, the RCMP responded to 265 calls for service within the Municipality of St. Stephen.

**TRAFFIC:**

Check stops.....	23
Dangerous Driving .....	1
Driving While Disqualified/Prohibited .....	1
Motor Vehicle Act – Other Activities .....	1
Other Moving/Non-Moving Traffic Violations – Provincial/Territorial .....	1
Traffic Collision(s) – Fatal/Non-Fatal Injury/Damage Reportable/Non-Reportable .....	1
Traffic Tickets .....	28
Traffic Warnings.....	6

**PROVINCIAL STATUTES:**

Child Welfare Act – Other Activities .....	1
False/Abandoned 911.....	4
Mental Health Act – Other Activities.....	5
Other Provincial Statutes .....	2
Trespass Act.....	1

**CRIMINAL CODE:**

Aggravated Assault.....	1
Assault.....	5
Break and Enter – Residence .....	1
Criminal Harassment .....	3
Disturbing the peace/Causing a disturbance.....	3
Fail to comply probation order.....	2
Failure to Comply with an Undertaking.....	1
Fail to Comply with Condition of Undertaking or Recognizance .....	3
Fail to Stop or Remain .....	1
Fraud (money/property/security) less than or equal to \$5000.....	2
Impaired Operation Over 80mg% of Motor Vehicle .....	2
Mischief – Damage to, or obstruct enjoyment of property .....	9
Other theft over \$5000 .....	1
Other theft under \$5000.....	7
Theft from Mail under \$5000 .....	2
Theft under or equal to \$5000 – Shoplifting .....	5
Trespass at Night.....	1
Uttering Threats against a Person.....	1
Uttering Threats against Property or an Animal.....	3

**OTHER FEDERAL STATUTES:**

Customs Act – Running the Port .....	1
Possession – Schedule VIII: Cannabis Marihuana .....	3
Possession for the Purpose of Trafficking – Schedule I .....	1

**OTHER INVESTIGATIONS:**

Assistance to Canadian Federal Dept/Agency .....	1
Assistance to Canadian Police (non-RCMP) Agency .....	2
Assistance to Canadian Provincial/Territorial Dept/Agency .....	2
Assistance to General Public .....	4
Assistance to US non-Police Agency .....	3
Crime Prevention .....	1
False Alarms .....	7
Firearms Act .....	2
Items Lost/Found except passports .....	3
Municipal Bylaws .....	1
Person Reported Missing .....	1
Police Certificates/Letters .....	99
Suspicious Person/Vehicle/Property .....	4
Unfounded .....	15
VIP Security – Threats .....	1
Wellbeing Check .....	1

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

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**TRANSFER FROM THE GENERAL OPERATING RESERVE FUND**

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

**RESOLUTION NO.:** \_\_\_\_\_

**DATE:** December 18, 2017

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**TRANSFER TO THE GENERAL OPERATING RESERVE FUND**

**THAT** the amount of \$10,000.00 (ten thousand dollars) be transferred from the General Operating Fund to the General Operating Reserve Fund.

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**TRANSFER FROM THE GENERAL CAPITAL RESERVE FUND**

**THAT** the amount of \$407,773.71 (four hundred and seven thousand, seven hundred and seventy-three dollars, and seventy-one cents) be transferred from the General Capital Reserve Fund to the General Capital Fund for the purchase of a 2018 Wheel Loader; 2017 Loader Mounted Snow Blower; and 108" New Pickup Broom.

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**TRANSFER TO THE GENERAL CAPITAL RESERVE FUND**

**THAT** the amount of \$500,279.00 (five hundred thousand, two hundred and seventy-nine dollars) be transferred from the General Operating Fund to the General Capital Reserve Fund.

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**TRANSFER FROM THE WATER AND SEWERAGE OPERATING RESERVE FUND**

**THAT** the amount of \$32,731.00 (thirty-two thousand, seven hundred and thirty-one dollars) be transferred from the Water and Sewerage Operating Reserve Fund to the Water and Sewerage Operating Fund.

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**TRANSFER FROM THE WATER AND SEWERAGE CAPITAL RESERVE FUND**

**THAT** the amount of \$51,111.25 (fifty-one thousand, one hundred and eleven dollars, and twenty-five cents) be transferred from the Water and Sewerage Capital Reserve Fund to the Water and Sewerage Capital Fund for the purchase of three Chlorine Vac's, one Chlorine Regulator/Injection System and one Chlorine/De-Chlorination Gas Detector.

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**AUDITOR'S SERVICES**

**THAT** the Council of the Town of St. Stephen approves a one (1) year extension for the accounting firm of Teed Saunders Doyle & Co. of Saint John, NB, to act as the Town's auditor for the fiscal year 2017 for a fee of \$15,500.00 (fifteen thousand, five hundred dollars), plus HST.

**RESOLUTION NO.:** \_\_\_\_\_

**DATE:** December 18, 2017

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**PEDDLER'S LICENSE – TWISTED SISTAS FOOD SERVICES**

**THAT** the Council of the Town of St. Stephen approves the issuance of a Peddler's License to Twisted Sistas Food Services effective January 1, 2018 and which will expire on the 31<sup>st</sup> day of December, 2018, in accordance with the Town's By-Law No. L-2, "A By-Law to License and Regulate Peddlers, Street Vendors, Transient Traders and Buskers"

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**CLOSED SESSION**

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

RESOLUTION NO.: \_\_\_\_\_

DATE: December 18, 2017

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**ADJOURNMENT**  
THAT the meeting adjourn.