

**TOWN OF ST. STEPHEN**  
**REGULAR COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**MONDAY, SEPTEMBER 28, 2015 @ 7:00 P.M.**

1. PRAYER
2. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Deputy Mayor Allan MacEachern; Councillors Marg Harding, Mike Booth, Debbie MacDonald, Jim Maxwell, and Abby Pond; Chief Administrative Officer Derek O'Brien; and Town Clerk Joan Flewelling.

3. APPROVAL OF AGENDA

**AGENDA**

Moved by Councillor Maxwell  
Seconded by Councillor Harding

**222/15** **THAT** the Agenda be approved as circulated. **CARRIED**

4. CONFLICT OF INTEREST

There were no conflicts of interest declared.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

There were no petitions/presentations/proclamations.

6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

**REGULAR COUNCIL MEETING**

Moved by Councillor Booth  
Seconded by Councillor MacDonald

**223/15** **THAT** the Minutes of the Regular Council meeting held on August 24, 2015 be approved as circulated. **CARRIED**

8. ACCOUNTS

**STATEMENTS OF REVENUE AND EXPENDITURE**

Moved by Deputy Mayor MacEachern

Seconded by Councillor Harding

- 224/15** **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to June 30, 2015 be received.  
**CARRIED**

**PAID BILLS**

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

- 225/15** **THAT** the paid bills in the amount of \$932,312.55 (nine hundred and thirty-two thousand, three hundred and twelve dollars and fifty-five cents) be received.  
**CARRIED**

9. COMMUNICATIONS

**COMMUNICATION FOR INFORMATION FILE**

Moved by Councillor Booth

Seconded by Councillor Harding

- 226/15** **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 Booth

- 227/15** **THAT** the Minutes of the Committees meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism held on September 16, 2015 be approved as circulated. **CARRIED**

11. STAFF REPORTS

**STAFF REPORTS**

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

- 228/15** **THAT** the following staff reports for the month of August 2015 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Parks and Recreation Department; Fire Department; By-Laws and Building Inspection Services; Property Management Services; Development Office; and the Garcelon Civic Center. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

No by-laws to be considered.

14. NEW BUSINESS

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 229/15** **THAT** the Royal Canadian Mounted Police August 2015 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**CREDIT CARDS – TOWN OF ST. STEPHEN**

Moved by Deputy Mayor MacEachern

Seconded by Councillor Booth

- 230/15** **THAT** the Treasurer be authorized to apply for an increase of \$2,500.00 (two thousand, five hundred dollars) on both the Chief Administrative Officer's and Mayor's Scotiabank VISA cards which will therefore increase the limit on each card to \$5,000.00 (five thousand dollars). **CARRIED**

**DONATION – ST. STEPHEN VOLUNTEER FIRE DEPARTMENT**

Moved by Councillor MacDonald

Seconded by Councillor Harding

- 231/15** **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted donation of \$100.00 (one hundred dollars) to the St. Stephen Volunteer Fire Department as a donation in support of the annual "Bucket Sit" fundraiser. **CARRIED**

**VOLUNTEER FIREFIGHTER POSITIONS**

Moved by Councillor Booth  
Seconded by Councillor Maxwell

- 232/15 **THAT** the Fire Chief's recommendation to recruit Bruce Graham and Asa Soderman as volunteer firefighters, both of whom are fully-trained, subject to the appropriate medical and criminal records background check and a three (3) month probationary period be accepted. **CARRIED**

**APPROVAL OF CONCERTS – MILLTOWN BANDSTAND**

Moved by Councillor MacDonald  
Seconded by Councillor Harding

- 233/15 **THAT** the Council of the Town of St. Stephen grants permission retroactively to Ron Brisley, along with other local musicians, to hold musical concerts at the Milltown Bandstand on various Sundays from 6:30 p.m. – 8:30 p.m. commencing August 23, 2015 and continuing pending weather.

**AND THAT** permission is granted to Ron Brisley to carry out minor repairs to the Milltown Bandstand, in consultation with the Director of Parks and Recreation, to be paid from voluntary concert donations. **CARRIED**

**ELEVATOR SERVICE AGREEMENT – GARCELON CIVIC CENTER**

Moved by Councillor MacDonald  
Seconded by Deputy Mayor MacEachern

- 234/15 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute a ten (10) year Elevator Service Agreement with ThyssenKrupp Elevator (Canada) Limited retroactive to the 1<sup>st</sup> day of September, 2015 to provide monthly inspections required by the Province of New Brunswick at a monthly fee of \$320.00 (three hundred and twenty dollars), plus HST, and in the form presented to Council. **CARRIED**

**TOWN OF ST. STEPHEN - COMMERCIAL CREDIT APPLICATION**

Moved by Councillor Harding  
Seconded by Councillor Pond

- 235/15 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign a commercial credit application between the Town and Filtration Plus Limited in order to process any future purchases of the Town from the said company. **CARRIED**

**PARTICIPATION - CANADA 150 MOSAIC PROJECT**

Moved by Councillor Pond

Seconded by Councillor Maxwell

- 236/15 **THAT** the Council of the Town of St. Stephen approves the participation in the Canada 150 Mosaic project for an 8' x 12' mosaic mural, and authorizes the payment of a twenty-five percent (25%) deposit of the total cost of \$12,500.00 (twelve thousand, five hundred dollars), plus applicable tax, with the remainder due at the completion of the project in 2017.

**AND THAT** the Council authorizes the Mayor and Town Clerk to execute a Service Agreement with Mural Mosaic, Inc., in the form presented to Council, and directs the Chief Administrative Officer to apply for potential funding through The Canada 150 Fund. **CARRIED**

**APPROVAL OF EVENT: ROAD RACE CHALLENGE/KIDS OBSTACLE COURSE – IWK FUNDRAISING COMMITTEE**

Moved by Councillor Booth

Seconded by Deputy Mayor MacEachern

- 237/15 **THAT** the Council of the Town of St. Stephen approves the request from the IWK Fundraising Committee to hold a road race challenge/kids obstacle course fundraiser with challenge stations at various community locations, and running/walking along various Town streets on Saturday, October 24, 2015 from 10:00 a.m. – 1:30 p.m., contingent on receipt by the Town of the IWK's Certificate of Insurance. **CARRIED**

**AWARDING OF TENDER # TOSS15-05: GARCELON CIVIC CENTER FOODSERVICE EQUIPMENT**

Moved by Councillor Harding

Seconded by Deputy Mayor MacEachern

- 238/15 **THAT** the tender received in the amount of \$22,154.00 (twenty-two thousand, one hundred and fifty-four dollars), plus HST, from Summertime Industries (NB) Ltd. of Saint John, NB to provide kitchen equipment, installation and service at the Garcelon Civic Center be accepted.

**AND THAT** Council authorizes the payment from the redirection of funds budgeted in 2015 as a transfer to the General Capital Reserve Fund.

**CARRIED**

**APPROVAL OF EVENT – ST. STEPHEN'S UNIVERSITY'S FOLK FESTIVAL**

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 239/15 **THAT** the Council of the Town of St. Stephen grants permission to St. Stephen's University to hold an outdoor music and arts festival between 1:00 p.m. and 5:00 p.m. on Saturday, October 3, 2015 at 8 Main Street (front lawn on Milltown Blvd.). **CARRIED**

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor MacEachern

- Attended all Town meetings.
- Participated in the opening ceremony of the Charlotte County Fall Fair on behalf of Mayor Quartermain and enjoyed acting as a judge during the rib competition.
- Attended Garcelon Civic Center fun day events in celebration of its one year anniversary.

Councillor Pond

- Attended a Tourism Action Committee meeting.
- Attended the Charlotte County Fall Fair.
- Attended Garcelon Civic Center fun day events in celebration of its one year anniversary.
- Attended a tea in the David Alison Ganong Chocolate Park in recognition of Queen Elizabeth the Second's reign.
- Enjoyed the Farmers' Market this past season.
- Attended a meeting with respect to Charlotte County transportation.
- Attended a South West New Brunswick Transit Authority board meeting.

Councillor Harding

- Attended all Town meetings.
- Attended a Giddens Memorial Airport meeting.
- Attended a Police and Fire Committee meeting.
- Attended a reception in St. Andrews on behalf of Mayor Quartermain sponsored by the Saint John Regional Hospital Foundation.
- Attended a tea in the David Alison Ganong Chocolate Park in recognition of Queen Elizabeth the Second's reign and read a Proclamation on behalf of Mayor Quartermain.
- Delivered opening remarks on behalf of Mayor Quartermain at the "Take Back the Night" march and participated in the march.

Councillor Booth

- Attended all Town meetings.
- Attended a seniors' meeting at the Garcelon Civic Center.
- Recently completed a third greenhouse.

MINUTES  
REGULAR COUNCIL  
SEPTEMBER 28, 2015

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Councillor MacDonald

- Attended a Parks and Recreation Committee meeting.
- Attended a Garcelon Civic Center Advising Commission meeting.
- Attended Garcelon Civic Center fun day events in celebration of its one year anniversary.
- Attended the Charlotte County Fall Fair.

Councillor Maxwell

- Attended all Town meetings.
- Attended a tea in the David Alison Ganong Chocolate Park in recognition of Queen Elizabeth the Second's reign.
- Attended Garcelon Civic Center fun day events in celebration of its one year anniversary.
- Attended a Chocolate Fest Committee meeting.
- Participated in the "Take Back the Night" march.
- Attended a Chocolate Museum Operating Committee meeting and turned in \$500.00 from ticket sales on a "Win Chocolates for a Year!" fundraiser.

16. QUESTION PERIOD

Kathy Bockus, reporter with *The Saint Croix Courier*, and Derwin Gowan, reporter with the *Telegraph-Journal*, were in attendance and asked various questions of the Mayor and Chief Administrative Officer upon adjournment of the meeting.

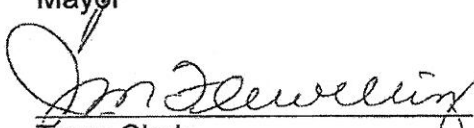
17. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Booth  
Seconded by Councillor Harding

240/15 THAT the meeting adjourn at 7:20 p.m. CARRIED

  
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Mayor

  
\_\_\_\_\_  
Town Clerk