

**TOWN OF ST. STEPHEN**  
**REGULAR COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**MONDAY, DECEMBER 21, 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

**293/15** **THAT** the Agenda be unanimously approved with one (1) addition: Garcelon Civic Center – Casual Maintenance/Custodial Labourer – Job Recommendation be added as 14. (z) under NEW BUSINESS. **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 Harding  
Seconded by Councillor Booth

**294/15** **THAT** the Minutes of the Regular Council meeting held on November 23, 2015 be approved as circulated. **CARRIED**

MINUTES  
REGULAR COUNCIL  
DECEMBER 21, 2015

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8. ACCOUNTS

**PAID BILLS**

Moved by Councillor Maxwell  
Seconded by Deputy Mayor MacEachern

- 295/15 **THAT** the paid bills in the amount of \$1,312,634.67 (one million, three hundred and twelve thousand, six hundred and thirty-four dollars and sixty-seven cents) be received. **CARRIED**

9. COMMUNICATIONS

**COMMUNICATION FOR INFORMATION FILE**

Moved by Councillor Booth  
Seconded by Councillor MacDonald

- 296/15 **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 Deputy Mayor MacEachern  
Seconded by Councillor Harding

- 297/15 **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 December 9, 2015 be approved as circulated. **CARRIED**

**PLANNING ADVISORY COMMITTEE MEETING**

Moved by Councillor Booth  
Seconded by Councillor Maxwell

- 298/15 **THAT** the Minutes of the Planning Advisory Committee meeting held on October 7, 2015, copy attached, and approved at its meeting on December 2, 2015 be accepted. **CARRIED**

11. STAFF REPORTS

**STAFF REPORTS**

Moved by Councillor MacDonald  
Seconded by Councillor Harding

- 299/15 **THAT** the following staff reports for the month of November 2015 be adopted: Chief Administrative Officer; 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

**BY-LAW NO. A-7.10 - 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**

Moved by Councillor Booth

Seconded by Councillor MacDonald

300/15 **THAT** By-Law No. A-7.10 – 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. **CARRIED**

**BY-LAW NO. L-10 - "TOWN OF ST.STEPHEN BUILDING BY-LAW" – SECOND READING – SECTION NUMBERS ONLY**

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

301/15 **THAT** By-Law No. L-10 – “Town of St. Stephen Building By-Law” – be given Second Reading – Section Numbers Only. **CARRIED**

14. NEW BUSINESS

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

Moved by Councillor Harding

Seconded by Councillor Pond

302/15 **THAT** the Royal Canadian Mounted Police November 2015 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**TOWN GRANT – ST. STEPHEN HIGH SCHOOL SPARTAN HOCKEY ALUMNI**

Moved by Deputy Mayor MacEachern

Seconded by Councillor MacDonald

303/15 **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted grant in the amount of \$252.00 (two hundred and fifty-two dollars) to the St. Stephen High School Spartan Hockey Alumni to be applied to the ice rental cost of the Garcelon Civic Center for its fundraiser game on December 27, 2015, and which proceeds will be used to provide a scholarship. **CARRIED**

**ESTABLISHMENT OF A WATER AND SEWERAGE OPERATING RESERVE FUND**

Moved by Councillor Booth

Seconded by Councillor Maxwell

- 304/15** **THAT** the Council of the Town of St. Stephen approves the establishment of a Water and Sewerage Operating Reserve Fund. **CARRIED**

**WATER AND SEWERAGE OPERATING RESERVE FUND - BANK ACCOUNT**

Moved by Councillor Harding

Seconded by Councillor MacDonald

- 305/15** **THAT** the Council of the Town of St. Stephen directs the Town Treasurer to establish a Water and Sewerage Operating Reserve bank account by a change of purpose of an already established Royal Bank of Canada Water and Sewerage Capital Reserve bank account. **CARRIED**

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

Moved by Councillor Booth

Seconded by Councillor Harding

- 306/15** **THAT** the amount of \$10,000.00 (ten thousand dollars) be transferred from the Water and Sewerage Operating Fund to the Water and Sewerage Capital Reserve Fund. **CARRIED**

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

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

- 307/15** **THAT** the amount of \$38,640.00 (thirty-eight thousand, six hundred and forty dollars) be transferred from the Water and Sewerage Operating Fund to the Water and Sewerage Operating Reserve Fund. **CARRIED**

**TRANSFER TO THE GENERAL CAPITAL RESERVE FUND**

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 308/15** **THAT** the amount of \$540,148.06 (five hundred and forty thousand, one hundred and forty-eight dollars and six cents) be transferred from the General Operating Fund to the General Capital Reserve Fund. **CARRIED**

**RESTRICTED BANK ACCOUNT TRANSFER - VESTING FUTURE EMPLOYEE BENEFITS**

Moved by Councillor Booth

Seconded by Councillor MacDonald

- 309/15 **THAT** the amount of \$50,972.00 (fifty thousand, nine hundred and seventy-two dollars) be transferred from the General Operating Fund bank account to the restricted bank account for future employee benefits.

**AND FURTHER THAT** \$8,944.61 (eight thousand, nine hundred and forty-four dollars and sixty one cents) be transferred from the Water and Sewerage Operating Fund bank account to the restricted bank account for future employee benefits.

**CARRIED**

**VOLUNTEER FIREFIGHTER POSITIONS**

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 310/15 **THAT** the Fire Chief's recommendation to recruit Bella Pomeroy and Atilla Kirschner as volunteer firefighters subject to successful completion of the Firefighter 1 Course, appropriate medical and criminal records background check during a six (6) month probationary period be accepted. **CARRIED**

**EXECUTION OF LEASE – NORTHAMPTON BREWING COMPANY LTD.**

Moved by Deputy Mayor MacEachern

Seconded by Councillor MacDonald

- 311/15 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the lease, in the form presented to Council at its closed session on December 9, 2015 as per Section 10.2(4)(c) of the NB *Municipalities Act*, between the Town and Northampton Brewing Company Ltd., for a period of five (5) years, commencing May 1, 2016 and terminating April 30, 2021, plus one (1) five (5) year renewal, for the lease of property located at 5 King Street, St. Stephen, NB.

**CARRIED**

**GIDDENS MEMORIAL AIRPORT – GPS NAVIGATION SYSTEM**

Moved by Councillor Harding

Seconded by Councillor Pond

- 312/15 **THAT** the Council of the Town of St. Stephen directs the Chief Administrative Officer to gather quotations on the purchase and installation of a GPS navigation system (estimated at \$30,000.00) at the Giddens Memorial Airport, and to bring that information back to a future meeting.

**AND THAT** the Council acknowledges receipt of three (3) offers from the private sector to financially support the purchase and installation of a GPS navigation system in the amount of \$5,500.00 (five thousand, five hundred dollars) each.

**CARRIED**

**AWARDING OF QUOTE: ST. CROIX PUBLIC LIBRARY**

Moved by Councillor MacDonald  
Seconded by Councillor Maxwell

- 313/15 **THAT** of the two (2) quotes received, the lowest quote in the amount of \$4,245.00 (four thousand, two hundred and forty-five dollars), plus HST, from Cloney Construction Inc. for work at the St. Croix Public Library to help prevent further water leaks and damage be accepted. **CARRIED**

**DOWNTOWN BUSINESS IMPROVEMENT AREA (BIA) – COMMUNITY EVENTS  
LETTER OF INTENT**

Moved by Councillor MacDonald  
Seconded by Councillor Harding

- 314/15 **THAT** the Council of the Town of St. Stephen authorizes a grant in 2016 to the Downtown Business Improvement Area to fund half of a full-time position, and such grant to be reviewed on an annual basis in October of each year, as outlined in the Letter of Intent in the form presented to Council at its closed session on December 9, 2015 as per Section 10.2(4)(c) of the NB *Municipalities Act*. **CARRIED**

**ST. STEPHEN AREA CHAMBER OF COMMERCE – COMMUNITY EVENTS  
LETTER OF INTENT**

Moved by Deputy Mayor MacEachern  
Seconded by Councillor MacDonald

- 315/15 **THAT** the Council of the Town of St. Stephen authorizes a grant in 2016 to the St. Stephen Area Chamber of Commerce to fund half of a full-time position, and such grant to be reviewed on an annual basis in October of each year, as outlined in the Letter of Intent in the form presented to Council at its closed session on December 9, 2015 as per Section 10.2(4)(c) of the NB *Municipalities Act*. **CARRIED**

**ENVIRONMENTAL CLEAN UP – 76-78 MILLTOWN BOULEVARD**

Moved by Councillor Booth  
Seconded by Councillor Pond

- 316/15 **WHEREAS** the Council of the Town of St. Stephen authorized, at its Regular Session on November 23, 2015, the Mayor and Town Clerk to execute the Purchase and Sale Agreement with Guy R. Day & Son Ltd., contingent on a final building inspection.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Town of St. Stephen directs the Chief Administrative Officer to engage the services of Fundy Engineering & Consulting Ltd. of Saint John, NB to remove contaminated soil located within Property Identifier Number (PID #) 15057706, being one (1) of the three (3) PID #'s located at 76 - 78 Milltown Boulevard, in order to accommodate the proposed sale of the property. **CARRIED**

**RESCINDING OF RESOLUTION (COLLECTIVE AGREEMENT WITH CUPE LOCAL UNION NO. 770 – MEMORANDUM OF UNDERSTANDING)**

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 317/15 **THAT** Resolution # 284/15 as stated in the Minutes of November 23, 2015, which reads

**THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Memorandum of Agreement with CUPE Local Union No. 770 effective November 24, 2015 and expiring on December 31, 2017 in the form presented to Council. **CARRIED**

be rescinded effective immediately. **CARRIED**

**COLLECTIVE AGREEMENT WITH CUPE LOCAL UNION NO. 770 – MEMORANDUM OF UNDERSTANDING**

Moved by Councillor Harding

Seconded by Councillor Booth

- 318/15 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Memorandum of Agreement with CUPE Local Union No. 770 retroactive to November 24, 2015 and expiring on December 31, 2017, which eliminates the reference to a review at the end of a one year period, as outlined in the form presented to Council at its closed session on December 9, 2015 as per Section 10.2(4)(j) of the NB *Municipalities Act*. **CARRIED**

**PUBLIC WORKS DEPARTMENT – WASTE WATER UTILITY OPERATOR - JOB RECOMMENDATION**

Moved by Councillor Maxwell

Seconded by Deputy Mayor MacEachern

- 319/15 **THAT** Ron Cleghorn be appointed to the position of Waste Water Utility Operator for the Public Works Department effective January 1, 2016, with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement. **CARRIED**

**PAYROLL AUTHORIZATION – EMPLOYEE # E54**

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 320/15 **THAT** the Council of the Town of St. Stephen authorizes a payroll payment to Employee # E54 in the amount of \$2,073.50 (two thousand, and seventy-three dollars and fifty cents) for additional administrative and relief work. **CARRIED**

**PAYROLL AUTHORIZATION – EMPLOYEE # E63**

Moved by Councillor Maxwell  
Seconded by Councillor Pond

- 321/15 **THAT** the Council of the Town of St. Stephen authorizes a payroll payment to Employee # E63 in the amount of \$3,138.76 (three thousand, one hundred and thirty-eight dollars and seventy-six cents) for additional work required per Council direction. **CARRIED**

**NON-UNION MANAGEMENT AND ADMINISTRATIVE STAFF SALARY INCREASE**

Moved by Councillor Booth  
Seconded by Councillor Harding

- 322/15 **THAT** the Council of the Town of St. Stephen authorizes a 1.0% (one percent) salary increase for the 2016 calendar year for permanent non-union management and administrative staff effective January 1, 2016. **CARRIED**

**REAPPOINTMENTS – PLANNING ADVISORY COMMITTEE**

Moved by Councillor Maxwell  
Seconded by Councillor Pond

- 323/15 **THAT** Allan Gillmor and Mark Porter be reappointed to the Planning Advisory Committee for a three (3) year term effective January 1, 2016 and expiring December 31, 2018. **CARRIED**

**PURCHASE AND SALE OF 46 KING STREET**

Moved by Deputy Mayor MacEachern  
Seconded by Councillor Pond

- 324/15 **WHEREAS** the Council of the Town of St. Stephen and the Shoe Horn Ltd. have negotiated terms of a Purchase and Sale Agreement for the property located at 46 King Street in the form presented to Council;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Purchase and Sale Agreement between The Town of St. Stephen and the Shoe Horn Ltd. and the said Council authorizes the Mayor to execute an Affidavit of Value, both in the form presented to Council. **CARRIED**

**PURCHASE AND SALE OF 76-78 MILLTOWN BOULEVARD**

Moved by Councillor Booth  
Seconded by Councillor Harding

325/15

**WHEREAS** the Council of the Town of St. Stephen at its Regular Session on November 23, 2015 authorized the Mayor and Town Clerk to execute the Purchase and Sale Agreement between The Town of St. Stephen and Guy R. Day & Son Ltd., in the form presented to Council, and contingent on a final building inspection.

**AND WHEREAS** the Council of the Town of St. Stephen acknowledges receipt of the "Fulfillment and/or Waiver of Conditions" from Guy R. Day & Son Ltd. which deems the building inspection to be satisfactory, and therefore agrees to complete the sale subject to the environmental report being satisfactory.

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Transfer, Assignment and Assumption Agreement, Notice of Transfer of Property and the Certificate as to Rents between the Town of St. Stephen and such parties identified therein, all in the form presented to Council. **CARRIED**

**PURCHASE AND SALE OF 38-42 KING STREET & 48-52 KING STREET**

Moved by Deputy Mayor MacEachern  
Seconded by Councillor Pond

326/15

**WHEREAS** the land situate at 38-42 King Street, St. Stephen, NB having PID numbers 01301563 and 01301951 (the "Tin Shop Property") is registered in the name of Roger Allen McLaughlin;

**AND WHEREAS** the land situate at 48-52 King Street, St. Stephen, NB having PID numbers 01301787 and 01301712 (the "Tavern Property") is registered in the name of Golden Sisters Limited;

**AND WHEREAS** Charlotte County Development Corporation Inc. ("CCDC") is a secured lender having first ranking security against both the Tin Shop Property and the Tavern Property;

**AND WHEREAS** CCDC wishes to sell to The Town of St. Stephen and The Town of St. Stephen wishes to purchase the Tin Shop Property and the Tavern Property pursuant to the terms of a letter from CCDC to The Town of St. Stephen dated December 18, 2015;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an Agreement of Purchase and Sale and all such other documents as are necessary for the purchase the Tin Shop Property and the Tavern Property from CCDC based on and pursuant to the terms of the CCDC Letter and such further terms as are deemed necessary to complete such transaction by the solicitor for The Town of St. Stephen. **CARRIED**

**GARCELON CIVIC CENTER – CASUAL MAINTENANCE/CUSTODIAL  
LABOURER - JOB RECOMMENDATION**

Moved by Councillor Maxwell

Seconded by Deputy Mayor MacEachern

327/15

**THAT** Robert Tinker be offered the position of Casual Maintenance/Custodial Labourer for The Town of St. Stephen's Garcelon Civic Center effective December 22, 2015 with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement. **CARRIED**

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor MacEachern

- Attended the Community Development Summit at the Garcelon Civic Center.
- Attended a Regional Service Commission 10 meeting.
- Attended all Town meetings.
- Attended and enjoyed the staff Christmas luncheon.

Councillor Harding

- Attended all Town meetings.
- Organized, attended and enjoyed the staff Christmas luncheon at the St. Croix Christian Centre.
- Wished everyone a Merry Christmas and Happy New Year.
- Pleased with tonight's resolution with respect to the proposed GPS Navigation System at the Giddens Memorial Airport.

Councillor Booth

- Attended and enjoyed the staff Christmas luncheon.
- Wished everyone a Merry Christmas and Happy New Year.

Councillor MacDonald

- Out of the country the first week of December.
- Attended the monthly Committees meeting.
- Attended a Parks and Recreation Committee meeting.
- Participated in the casual maintenance/custodial labourer interviews.
- Wished everyone a Merry Christmas and Happy New Year.

Councillor Maxwell

- Sat as a member of the Substandard Properties Appeal Committee at an appeal hearing scheduled for non-compliance of the Town's Dangerous and Unightly Premises by-law, being the first appeal the committee has heard.
- Attended the annual Home Support Services memorial tree lighting.
- Attended the Chocolate Museum Operating Committee annual general meeting and pleased that the museum is doing well.
- Attended and enjoyed the staff Christmas luncheon and as Chair of the Public Works Committee, pleased with the number of employees from the Public Works Department who attended.
- Attended the annual Hospice of Charlotte County memorial tree lighting.
- Attended the annual St. Croix Vocational Centre Christmas party.
- Wished everyone a Merry Christmas and Healthy New Year.

Councillor Pond

- Attended the monthly Business Improvement Area meeting.
- Attended a South West New Brunswick Transit Authority board meeting.
- Attended a Tourism Action Committee meeting.
- Attended a Union of Municipalities of NB meeting.
- Attended and enjoyed the staff Christmas luncheon.
- Welcomed the Town's newest residents, the Maatouk family from Syria, with the following comments:

Imagine watching your neighbourhood, your country, your way of life disintegrate around you. Imagine not knowing if you or your family members will be attacked, kidnapped, or killed. Imagine not knowing which of your neighbours or friends might be on the other side, who might be being blackmailed or held hostage. Imagine being petrified of what might happen to your children, not knowing you if your children will have a future at all.

Sound familiar? It should. It is a story that has been told before, and is unfolding right now for too many people in our world. It is the story of the Loyalist founders of St. Stephen, who left their lives in America behind to rebuild here on the banks of the St. Croix. More recently, it is the story of so many who fled the chaos of World War II, the Korean War, and the Vietnam War. Here in Canada, we can offer solace, comfort, and refuge.

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How appropriate, also, that they arrive so close to the winter solstice and Christmas. At this time of year, almost every major religion and culture celebrates peace, community, love and family. Christians celebrate the birth of a man who taught that love, not hate, is the answer. They celebrate a man who embraced those that everyone else looked over and detested, feared and ostracized – the man who loved them, no matter their religion, past actions, or station in life. A man who showed that generosity extends to everyone giving what they have to give, and that is how to demonstrate faith. This describes Jesus, but it also describes the prophet Mohammed too, the centre of the Muslim faith, who spoke the same message. It is common human decency, no matter your beliefs, to take in those who flee the same violence we fear will visit us.

Thank you to the wonderful, generous residents of St. Stephen who made it possible for the Maatouk family to come here. I can only hope that someone would be as loving and welcoming to me and my family if the tables were turned. I can only hope that love and compassion, not fear and ignorance, will ultimately guide our actions. I cannot imagine the horrors you have experienced. I look at your daughter, so close to mine in age, who has never known the comfort of a secure home, and I long to comfort her and tell her that she will be okay.

Ahlan wa sahlan, Mohammad, Rawda, Nariman, Fares, Bayan, Wael, Nissrine, Cherine, and Hanon. Welcome to Canada, and St. Stephen.

Mayor Quartermain

- Welcomed the Refugee family.
- Attended the Community Development Summit at the Garcelon Civic Center.
- Attended and enjoyed the staff Christmas luncheon.
- Thanked employees for their dedicated work.
- Thanked the many volunteers in the community.
- Invited everyone to the Mayor's Levee on New Year's Day from 2:00 p.m. – 4:00 p.m.

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16. QUESTION PERIOD

Questions/comments from both Kathy Bockus, reporter with *The Saint Croix Courier* and *Courier Weekend*, and Derwin Gowan, reporter with the *Telegraph-Journal*, were addressed by the Mayor and Chief Administrative Officer. In particular, the questions/comments referred to the following:

- Clarification on the Community Events Letters of Intent for the BIA and Chamber positions.
- Future of the properties located at 38-42 King Street and 48-52 King Street.
- Status of the 2016 budget.

Mayor Quartermain thanked Council for remaining fiscally responsible during the past four years.

17. ADJOURNMENT

**ADJOURNMENT**

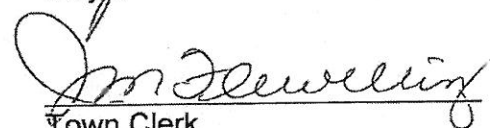
Moved by Councillor Harding

Seconded by Deputy Mayor MacEachern

328/15

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

  
\_\_\_\_\_  
Mayor

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

# Town of St. Stephen



*Canada's Chocolate Town*

## MINUTES

Planning Advisory Committee

Wednesday, October 7, 2015

### A. Welcome

The Planning Advisory Committee for the Town of St. Stephen met on Wednesday, October 7, 2015 in Council Chambers. Ted Moore called the meeting to order at 6:00 p.m.

#### Attending

|           |              |             |               |
|-----------|--------------|-------------|---------------|
| Ted Moore | Marg Harding | Mark Porter | Derek O'Brien |
| Ed Zammit | Geoff Knight | Mike Booth  |               |

#### Regrets

Allan Gillmor  
Garth Orchards

### B. Approval of Agenda

It was moved by Geoff Knight and seconded by Marg Harding that the agenda be approved as circulated. Carried

### C. Approval of Minutes

It was MOVED by Geoff Knight and SECONDED by Ed Zammit that the minutes of the Planning Advisory Committee Meeting held on Wednesday, August 5, 2015 be approved as circulated. Carried

### D. Business Development

(i) Two (2) local businessmen, Ron Alberts and Jeremy Barham, were in attendance and Mr. Alberts presented to the Planning Advisory Committee (PAC) his business proposal to purchase the property located at 149 King Street (bowling alley) in order to open two (2) national businesses: CARSTAR collision repair shop and Enterprise Rent-A-Car which will create ten (10) skilled labour jobs and provide a service to the community.

PAC was advised that the hours of operation would be Monday – Friday: 8:00 a.m. to 5:00 p.m., with Enterprise Rent-A-Car opened on Saturday, as well.

As outlined in Section 5.3, Subsection 5.3.2, of the Town's Zoning By-Law, an automobile repair shop may be permitted in a Commercial Mix (CM) Zone subject to terms and conditions applied by the PAC.

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It was MOVED by Geoff Knight and SECONDED by Mike Booth that the CARSTAR collision repair shop be permitted to operate on the property located at 149 King Street with the following terms and conditions applied as long as the same owner and business occupy the premises:

- a. All wreckage and damaged vehicles be in a fenced area and not visible to the public.
  - b. The business adheres to all environmental regulations, standards, and policies.
- Carried

**E. Review of one (1) request for variance:**

- (i) Placement of shed – 27 Marks Street

The application was brought to PAC to request a variance as it exceeded the minimal allowable setback for the rear yard.

It was MOVED by Geoff Knight and SECONDED by Ed Zammit that the variance required for the replacement of a new shed located at 27 Marks Street be approved. Carried

**F. Review of the Town's Building By-Law No. L-6**

The Chief Administrative Officer/Development Officer advised the PAC that in an effort to promote business development, Council directed him to propose amendments to the Building By-Law for consideration at a future meeting which would give Council the authority to consider waiving building permit fees and create a policy that would guide this decision.

After a brief discussion, some members suggested that perhaps an incentive policy be drafted rather than changing the by-law.

**G. Adjournment**

It was moved by Marg Harding that there being no further business this meeting of the Planning Advisory Committee be adjourned at 6:45 p.m. Carried

  
\_\_\_\_\_  
Derek O'Brien, Secretary

  
\_\_\_\_\_  
Ted Moore, Chair