

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, JULY 25, 2016 @ 7:00 P.M.

1. PRAYER

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

2. RECORDING OF ATTENDANCE

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

ABSENT: Chief Administrative Officer Derek O'Brien.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Hyslop
Seconded by Deputy Mayor Carr

172/16 **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 Harding
Seconded by Councillor Hyslop

173/16 **THAT** the Minutes of the Regular Council meeting held on June 27, 2016 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Hyslop
Seconded by Councillor Wheaton

- 174/16** **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to May 31, 2016 be received.
CARRIED

PAID BILLS

Moved by Deputy Mayor Carr
Seconded by Councillor Chisholm

- 175/16** **THAT** the paid bills in the amount of \$1,329,376.08 (one million, three hundred and twenty-nine thousand, three hundred and seventy-six dollars and eight cents) be received. **CARRIED**

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

No communication for information.

COMMUNICATION FOR ACTION

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

COMMITTEES MEETING

Moved by Councillor Parker
Seconded by Councillor Harding

- 176/16** **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 July 13, 2016 be approved as circulated. **CARRIED**

PLANNING ADVISORY COMMITTEE MEETING

Moved by Councillor Wheaton
Seconded by Deputy Mayor Carr

- 177/16** **THAT** the Minutes of the Planning Advisory Committee meeting held on May 4, 2016 and approved at its meeting on July 6, 2016 be accepted. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Harding
Seconded by Councillor Hyslop

- 178/16** **THAT** the following staff reports for the month of June 2016 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. M-1.3 - "A BY-LAW TO AMEND BY-LAW NO. M-1, BEING THE TOWN OF ST. STEPHEN MUNICIPAL PLAN BY-LAW" – FIRST READING – SHORT TITLE ONLY

Moved by Deputy Mayor Carr
Seconded by Councillor Chisholm

- 179/16** **THAT** leave now be given to introduce a by-law entitled By-Law No. M-1.3 – "A By-Law to Amend By-Law No. M-1, being the Town of St. Stephen Municipal Plan By-Law" – for First Reading – Short Title Only. **CARRIED**

BY-LAW NO. Z-1.5 - "A BY-LAW TO AMEND BY-LAW NO. Z-1, BEING THE TOWN OF ST. STEPHEN ZONING BY-LAW" – FIRST READING – SHORT TITLE ONLY

Moved by Councillor Hyslop
Seconded by Councillor Parker

- 180/16** **THAT** leave now be given to introduce a by-law entitled By-Law No. Z-1.5 – "A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law" – for First Reading – Short Title Only. **CARRIED**

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Harding
Seconded by Deputy Mayor Carr

- 181/16** **THAT** the Royal Canadian Mounted Police June 2016 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**WRITTEN VIEWS – PLANNING ADVISORY COMMITTEE – PROPOSED
REZONING OF 27 ELM STREET**

Moved by Councillor Parker
Seconded by Deputy Mayor Carr

- 182/16** **THAT** the Council of the Town of St. Stephen receives the attached written views of the Planning Advisory Committee (PAC) dated July 7, 2016 as requested by a resolution of Council dated June 27, 2016 with respect to proposed By-Law No. M-1.3, “A By-Law to Amend By-Law No. M-1, being the Town of St. Stephen Municipal Plan By-Law”, and By-Law No. Z-1.5, “A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law”. **CARRIED**

**SETTING DATE FOR PUBLIC HEARING OF OBJECTIONS/SUPPORT –
PROPOSED REZONING OF 27 ELM STREET**

Moved by Councillor Harding
Seconded by Councillor Wheaton

- 183/16** **THAT** Wednesday, August 17, 2016 at 5:00 p.m. in Council Chambers, 73 Milltown Blvd., Suite 112 (entrance at back corner of building), St. Stephen, NB be set as the date, time and place for a Public Hearing of Objections/Support of proposed By-Law No. M-1.3, “A By-Law to Amend By-Law No. M-1, being the Town of St. Stephen Municipal Plan By-Law”, and proposed By-Law No. Z-1.5, “A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law” which would see the consideration of the property known as 27 Elm Street (PID # 01295799) rezoned from Single & Two Family Residential (R-1) to Neighbourhood Commercial (NC) to allow for the operation of a bakery and catering business. **CARRIED**

DEED TRANSFER – FUNDY REGION TRANSITION HOUSE, INC.

Moved by Councillor Wheaton
Seconded by Councillor Hyslop

- 184/16** **WHEREAS** the Council of the Town of St. Stephen endorses the “Second Stage Housing” project proposed by the Fundy Region Transition House, Inc. and agrees to convey the Town-owned property located at 14 Hawthorne Street and identified as PID # 15023542, and also known as the Hawthorne Street Kiwanis Tot Lot, for the development of such project;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen directs the Chief Administrative Officer to request the Town Solicitor prepare a Deed Transfer, and all such other documents as are necessary for the transfer of the above-noted property for approval at a future meeting. **CARRIED**

AWARDING OF TENDER TOSS16-01: 2016 FORD ¾ TON 4 X 4 HEAVY DUTY LONG WHEEL BASE TRUCK WITH PLOW AND AWARDING OF QUOTE: SERVICE BODY AND ACCESSORIES

Moved by Councillor Hyslop
Seconded by Deputy Mayor Carr

185/16 **THAT** of the two (2) tenders received, the lowest tender of \$45,250.00 (forty-five thousand, two hundred and fifty dollars), plus HST and registration, from Downey Ford Sales Ltd. of St. Stephen, NB, for a 2016 Ford ¾ ton 4 x 4 heavy duty long wheel base truck with plow to be used by the Water and Sewerage Department be accepted.

AND THAT of the two (2) quotes received, the lowest quote of \$12,595.00 (twelve thousand, five hundred and ninety-five dollars), plus HST, from A-“Plus” Auto Glass & Upholstery St. Stephen Ltd. for the service body and accessories for the above-noted truck be accepted.

AND FURTHER THAT the payment of the truck, service body and accessories, shall be from the Town’s insurance company, all of which were destroyed by fire.

CARRIED

MEMORANDUM OF UNDERSTANDING – NEW BRUNSWICK EMERGENCY MEASURES ORGANIZATION

Moved by Councillor Wheaton
Seconded by Councillor Harding

186/16 **WHEREAS** the Council of the Town of St. Stephen and the New Brunswick Emergency Measures Organization (NB EMO) Department of Justice and Public Safety have negotiated a Memorandum of Understanding (MoU) in the form presented to Council at its Committees meeting on July 13, 2016;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the said MoU which designates the former Council Chambers at 199 Union Street as the Regional EMO Centre. **CARRIED**

AWARDING OF QUOTE: DEMOLITION OF KING STREET PROPERTIES – TOSS16-03

Moved by Councillor Hyslop
Seconded by Deputy Mayor Carr

187/16 **THAT** of the seven (7) quotes received, the low quote of \$29,700.00 (twenty-nine thousand, seven hundred dollars), plus HST, from Daigle’s Excavation & Gravel Inc. of Little Ridge, NB, for the demolition of the properties located at 38-42 King Street (former Tin Shop property); 46 King Street (former Shoe Horn property); and 48-52 King Street (former Tavern property) be accepted.

AND THAT Council authorizes the payment from the redirection of funds budgeted in 2016 as a transfer to the General Capital Reserve Fund. **CARRIED**

GARCELON CIVIC CENTER – BELL ALIANT INC.

Moved by Councillor Chisholm
Seconded by Councillor Wheaton

188/16 **THAT** the Council of the Town of St. Stephen accepts the donation of FibreOp Internet and TV service from Bell Aliant Inc. at the Garcelon Civic Center for a period of two (2) years retroactive to March 4, 2016.

AND THAT the Council of the Town St. Stephen authorizes the Mayor and Town Clerk to execute the Agreement with Bell Aliant Inc. in the form presented to Council at its Committees meeting on July 13, 2016. **CARRIED**

APPOINTMENT – CHARLOTTE COASTAL REGION TOURISM ASSOCIATION BOARD

Moved by Councillor Harding
Seconded by Councillor Hyslop

189/16 **THAT** the Council of the Town of St. Stephen appoints Tara Devlin-Huys to be the Town's representative to act as a director on the board of the Charlotte Coastal Region Tourism Association for a one (1) year term retroactive to May 20, 2016 and expiring May 19, 2017. **CARRIED**

NEW BRUNSWICK DAY CELEBRATIONS – PROPOSED BUDGET

Moved by Councillor Wheaton
Seconded by Councillor Chisholm

THAT the Council of the Town of St. Stephen accepts the attached proposed budget as the host of the province's official 2016 New Brunswick Day celebrations to be held on Monday, August 1st.

AMENDED

NEW BRUNSWICK DAY CELEBRATIONS – PROPOSED BUDGET

Moved by Councillor Chisholm
Seconded by Councillor Wheaton

190/16 **THAT** the above-noted motion be amended by deleting “(\$15. X 500)” after T-shirt sales under REVENUE on the attached proposed budget

which shall now read

THAT the Council of the Town of St. Stephen accepts the attached proposed budget as the host of the province's official 2016 New Brunswick Day celebrations to be held on Monday, August 1st with the deletion of “(\$15. X 500)” after T-shirt sales under REVENUE. **CARRIED**

MILITARY SERVICE BANNERS - AGREEMENT WITH BELL ALIANT

Moved by Councillor Hyslop
Seconded by Councillor Chisholm

191/16 **WHEREAS** the Council of the Town of St. Stephen granted permission at its Regular Session on January 25, 2016 to the Royal Canadian Legion Branches #9 and #48 to erect Military Service Banners on lampposts prior to Remembrance Day (approximately mid October), and until such time as the Christmas decorations are installed;

AND WHEREAS at its Regular Session on January 25, 2016 Council agreed to erect, dismantle and store the banners each year;

AND WHEREAS the Royal Canadian Legion Branches #9 and #48 have sought and received approval from Bell Aliant, a division of Bell Canada, to hang banners on various street poles throughout the Town which are owned by Bell Aliant;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an Agreement with Bell Aliant which covers the installation of temporary banner attachments and brackets on Bell Aliant poles in support of the Royal Canadian Legion Branches #9 and #48 project. **CARRIED**

APPOINTMENT – SOUTHWEST NEW BRUNSWICK TRANSIT AUTHORITY INC. BOARD

Moved by Deputy Mayor Carr
Seconded by Councillor Harding

192/16 **THAT** the Council of the Town of St. Stephen appoints Councillor Ghislaine Wheaton to be the Town's representative to act as a director on the board of the Southwest New Brunswick Transit Authority Inc. for a one (1) year term effective July 26, 2016. **CARRIED**

APPROVAL OF EVENT – OLD RIDGE UNITED PENTECOSTAL CHURCH

Moved by Councillor Parker
Seconded by Councillor Hyslop

193/16 **THAT** the Council of the Town of St. Stephen grants permission to the Old Ridge United Pentecostal Church to hold two (2) services in the David Alison Ganong Chocolate Park on Sunday, July 31, 2016 from 7:00 p.m. – 8:30 p.m. and Sunday, September 11, 2016 from 7:00 p.m. – 8:30 p.m., and both evenings will consist primarily of singing. **CARRIED**

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

Moved by Councillor Wheaton
Seconded by Councillor Harding

194/16 **THAT** the Council of the Town of St. Stephen grants permission to the Charlotte County Fall Fair to hold a Scarecrow themed Lamp Post Decorating Contest on Milltown Boulevard, King Street, Budd Avenue, and in the David Alison Ganong Chocolate Park for the period beginning September 1, 2016 and ending September 21, 2016.

AND THAT the decorations must go up between the dates of Thursday, September 1, 2016 and Saturday, September 3, 2016 and removed between the dates of Monday, September 19, 2016 and Wednesday, September 21, 2016. **CARRIED**

APPROVAL OF EVENT – CHOCOLATE FEST

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

195/16 **THAT** the Council of the Town of St. Stephen grants permission to the Chocolate Fest Committee to hold its festival from Saturday, July 30, 2016 to Saturday, August 6, 2016 as outlined in its calendar of events. **CARRIED**

**EXTENSION OF TIME - RALLY IN THE ST. CROIX VALLEY – 5th ANNUAL
INTERNATIONAL MOTORCYCLE FESTIVAL**

Moved by Councillor Parker
Seconded by Councillor Harding

196/16 **WHEREAS** the Council of the Town of St. Stephen granted permission at its Regular Session on November 23, 2015 to Rally in the St. Croix Valley to hold its 5th Annual International Motorcycle Festival from Friday, July 29, 2016 to Sunday, July 31, 2016;

AND WHEREAS at its Regular Session on November 23, 2015 Council granted permission to hold outdoor music concerts in the rear parking lot of the St. Stephen Legion on Friday, July 29, 2016 and Saturday, July 30, 2016 from 2:00 p.m. to 11:00 p.m., at which time all musical events would move inside the Legion;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen grants an extension of one (1) hour to hold the outdoor music concert to 12 midnight on Saturday, July 30, 2016. **CARRIED**

LIVE MUSIC ON REAR DECK – SOMETHING'S BREWING CAFÉ

Moved by Councillor Harding
Seconded by Councillor Hyslop

197/16 **THAT** the Council of the Town of St. Stephen grants permission to *Something's Brewing Café* located at 140 Milltown Boulevard to hold live music on the rear deck weekly on Saturday evenings from 6:00 p.m. to 10:00 p.m. during the remainder of the summer and until the end of September 2016. **CARRIED**

REGIONAL DEVELOPMENT CORPORATION PROJECT NO. 9325 – TOWN OF ST. STEPHEN – EVENT / TRADE SHOW

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

- 198/16** **THAT** the Council of the Town of St. Stephen accepts a financial offer up to \$20,000.00 (twenty thousand dollars) from the Regional Development Corporation through its Community Events Program to host the official New Brunswick Day ceremony, and authorizes the Mayor and Town Clerk to sign the acceptance letter dated July 4, 2016 in the form presented to Council. **CARRIED**

EXECUTION OF AMENDED LEASE – NORTHAMPTON BREWING COMPANY LTD.

Moved by Councillor Parker
Seconded by Councillor Hyslop

- 199/16** **WHEREAS** the Council of the Town of St. Stephen, at its Regular Session on December 21, 2015, authorized the Mayor and Town Clerk to execute a lease 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 (the "Lease");

AND WHEREAS the Town and Northampton Brewing Company Ltd. under the Lease have agreed to amend and replace the Lease in the form of the Lease and Option Agreement presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen approves the amended Lease and Option Agreement and authorizes the Mayor and Town Clerk to execute an amended Lease and Option Agreement with Northampton Brewing Company Ltd. in the form presented to Council. **CARRIED**

AGREEMENT OF PURCHASE AND SALE – 220 UNION STREET

Moved by Councillor Hyslop
Seconded by Councillor Chisholm

- 200/16** **WHEREAS** the Council of the Town of St. Stephen, at its Regular Session on June 27, 2016, accepted the Request for Quotation from Dale Matheson's Towing and Repair in the form presented to Council;

AND WHEREAS at its Regular Session on June 27, 2016 Council directed the Chief Administrative Officer to request the Town Solicitor prepare a Purchase and Sale Agreement for approval at a future meeting;

AND WHEREAS the Council of the Town of St. Stephen and Dale Matheson have negotiated terms of an Agreement of Purchase and Sale in the form presented to Council which contains certain conditions which must be satisfied for closing;

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NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Agreement of Purchase and Sale with Dale Matheson in the form presented to Council, and the Council for the Town of St. Stephen further authorizes the Town Solicitor to extend the closing date set out in the Agreement of Purchase and Sale as deemed necessary to meet the conditions for closing set out therein. **CARRIED**

EMPLOYMENT AGREEMENT – THE TOWN AND TARA-LEE SCOTT

Moved by Councillor Chisholm

Seconded by Councillor Wheaton

201/16 **WHEREAS** the Council of the Town of St. Stephen and Tara-Lee Scott have negotiated an Employment Agreement in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an Employment Agreement between The Town of St. Stephen and Tara-Lee Scott of St. Stephen, NB for the position of Aquatic and Fitness Coordinator of the Garcelon Civic Center retroactive to June 5, 2016, and in the form of agreement presented to Council.

CARRIED

Deputy Mayor Carr voting in favour of the motion.

Councillor Harding voting in favour of the motion.

Councillor Wheaton voting in favour of the motion.

Councillor Hyslop voting in favour of the motion.

Councillor Chisholm voting in favour of the motion.

Councillor Parker voting against the motion.

RECEPTIONIST AND HOSPITALITY ATTENDANT - JOB RECOMMENDATION

Moved by Councillor Chisholm

Seconded by Councillor Harding

202/16 **THAT** Michelle Vest be offered the position of Receptionist and Hospitality Attendant for both the Town Office and Garcelon Civic Center effective July 26, 2016, with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement. **CARRIED**

**GARCELON CIVIC CENTER – STUDENT CUSTOMER SERVICE ATTENDANT -
JOB RECOMMENDATION**

Moved by Councillor Chisholm

Seconded by Councillor Hyslop

203/16 **THAT** Megan Dempsey be offered the position of Student Customer Service Attendant for the Garcelon Civic Center retroactive to June 21, 2016. **CARRIED**

PURCHASE AND SALE OF 136 MILLTOWN BOULEVARD

Moved by Councillor Hyslop

Seconded by Deputy Mayor Carr

204/16

WHEREAS the Council of the Town of St. Stephen, at its Regular Session on March 21, 2016, authorized the Mayor and Town Clerk to execute the Purchase and Sale Agreement between The Town of St. Stephen and John Blenkhorn and Carol Ann Wagstaff, and further authorized the Mayor to execute an Affidavit of Value, both in the form presented to Council;

AND WHEREAS a delay by the Vendors occurred which resulted in the cancellation in the closing of the sale of the property;

AND WHEREAS the parties now wish to proceed with the transaction on the basis of the revised Purchase and Sale Agreement in the form presented to Council;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the revised Purchase and Sale Agreement between The Town of St. Stephen and John Blenkhorn and Carol Ann Wagstaff, and the said Council authorizes the Mayor to execute an Affidavit of Value, both in the form presented to Council. **CARRIED**

Deputy Mayor Carr voting in favour of the motion.

Councillor Harding voting in favour of the motion.

Councillor Wheaton voting in favour of the motion.

Councillor Hyslop voting in favour of the motion.

Councillor Chisholm voting in favour of the motion.

Councillor Parker voting against the motion.

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Stated that King Street looks much better with the demolition of the three properties.
- Attended a Business Improvement Area (BIA) meeting.
- Attended all Town meetings.

Councillor Hyslop

- Attended all Town meetings.
- Attended Charlotte County Museum meetings and stated that the museum is open, with a great New Brunswick Day itinerary, and encouraged citizens to visit.
- Pleased to see that the Thursday night concerts in the David Alison Ganong Chocolate Park are well attended.

Councillor Wheaton

- As the official host, very busy with the preparations for the New Brunswick Day celebrations, and stated that a list of events will be published in the *Courier Weekend*.
- Attended the announcement dinner at the St. Croix Christian Centre of the “Turning the Corner” project hosted by the Milltown Development Projects Committee.
- Attended a Chocolate Museum Operating Committee meeting.
- As Council’s appointee to the Southwest NB Transit Authority Inc. board, will attend its Annual General Meeting tomorrow.

Councillor Parker

- Attended all Town meetings.
- Attended a Planning Advisory Committee (PAC) meeting.
- Responded to several telephone calls.

Councillor Chisholm

- Attended a “Wall of Fame” meeting at the Garcelon Civic Center.
- Attended all Town meetings.
- Attended the announcement dinner at the St. Croix Christian Centre of the “Turning the Corner” project hosted by the Milltown Development Projects Committee.
- Stated that the Town’s flowers in many locations look great and commended the Town’s Horticulturist.

Councillor Harding

- Attended all Town meetings.
- As a member of the Milltown Development Projects Committee, assisted with the preparations of the announcement dinner for the “Turning the Corner” project held at the St. Croix Christian Centre.
- Stated the Milltown Development Projects Committee would appreciate receiving stories told at the Old Post Office.

Mayor MacEachern

- Attended the announcement dinner at the St. Croix Christian Centre of the “Turning the Corner” project hosted by the Milltown Development Project Committee.
- Attended meetings in preparation for the New Brunswick Day celebrations.
- Attended Future St. Stephen meetings.

**MINUTES
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- Attended the barbeque in the David Alison Ganong Chocolate Park held during a recent Thursday evening concert, and hosted by the St. Stephen-Milltown Rotary Club as a fundraiser for the Rotary bandstand.

16. QUESTION PERIOD

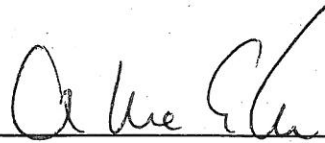
Questions/comments from Kathy Bockus, reporter with the *Saint Croix* Courier; were addressed by the Mayor upon adjournment of the meeting.

17. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Harding
Seconded by Deputy Mayor Carr

205/16 **THAT** the meeting adjourn at 7:37 p.m. **CARRIED**



Mayor



Town Clerk



TOWN OF ST. STEPHEN

Incorporated 1871

"Canada's Chocolate Town"

Planning Advisory Committee
Town of St. Stephen

July 7, 2016

Mayor and Councillors
Town of St. Stephen, NB

Re: Proposed Rezoning of 27 Elm Street

Further to the following resolution which was passed at a Regular Session of Council on June 27, 2016,

**COUNCIL REQUEST – PLANNING ADVISORY COMMITTEE –
PROPOSED REZONING OF 27 ELM STREET**

THAT the Council of the Town of St. Stephen request in writing the written views of the Planning Advisory Committee (PAC) on the proposed by-laws to amend the Municipal Plan By-Law and the Zoning By-Law whereby the use designation on the Generalized Future Land Use Map of the Municipal Plan, and the Zoning Map of the Zoning By-Law, for PID # 01295799, 27 Elm Street, be changed from Single & Two Family Residential (R-1) to Commercial (Neighbourhood) (NC) to allow for the operation of a bakery and catering business.

the Planning Advisory Committee (PAC) met on July 6, 2016 to review the proposed Municipal Plan By-Law and Zoning By-Law amendments and the following two (2) resolutions were passed:

It was MOVED by Allan Gillmor and SECONDED by Marg Harding that the Planning Advisory Committee (PAC) recommend to Council to amend By-Law No. M-1.3 as requested in this application. Carried.

It was MOVED by Allan Gillmor and SECONDED by Marg Harding that the Planning Advisory Committee (PAC) recommend to Council to amend By-Law No. Z-1.5 in order to rezone the property at 27 Elm Street as requested in this application to accommodate the business noted in the application. Carried.

Yours truly,

Derek O'Brien, Secretary
Planning Advisory Committee

**Proposed Budget
Official NB Day Celebration
August 1, 2016**



PROPOSED BUDGET - NB DAY			
	BUDGET	ACTUAL	
EXPENSES			
Stage rental	\$3,000.00		
Tent rental	\$4,500.00		
Fencing rental	\$500.00		
Entertainment	\$5,000.00		
Parks and Recreation Staff set up	\$1,800.00		
Volunteer t-shirts (\$10 X 100)	\$1,000.00		
BBQ Lunch (hot dogs; water)	\$2,500.00		
Cake	\$300.00		
NB Day/St. Stephen t-shirts (\$10X500)	\$9,000.00		
Advertising (invitations; posters; media)	\$1,500.00		
Family Activities	\$7,500.00		
Miscellaneous	\$1,000.00		
Sound	\$500.00		
Security	\$500.00		
Garcelon Civic Center Rental	\$1,000.00		
			\$39,600.00
REVENUE			
RDC Grant	\$20,000.00		
Market Vendors (40 X \$ 5 / 2)	\$100.00		
Sampling N.B. (\$50 X 10)	\$500.00		
Business Sponsors	\$2,000.00		
Town of St. Stephen - Community Events	\$2,500.00		
T-shirt sales (\$15. X 500) <i>deleted</i>	\$13,500.00		
<i>as per amended resolution</i>			\$38,600.00
Excess Revenue or deficit			-\$1,000.00

Draft budget July 6, 2016

*Derek O'Brien, Chief Administrative Officer
Town of St. Stephen
"Canada's Chocolate Town"*

