

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

1. **PRAYER**

Deputy Mayor Carr (Acting Mayor) called upon Pastor Carlos Concepcion to administer a prayer.

2. **RECORDING OF ATTENDANCE**

PRESENT: Deputy Mayor Jason Carr (Acting Mayor); Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm, and Ken Parker; Chief Administrative Officer Derek O'Brien; and Town Clerk Joan Flewelling.

ABSENT: Mayor Allan MacEachern.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

35/17

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) **Purple Day for Epilepsy – Proclamation**

Deputy Mayor Carr (Acting Mayor) proclaimed March 26, 2017 as Purple Day for Epilepsy:

WHEREAS Purple Day is a global effort dedicated to promoting epilepsy awareness in countries around the world; and

WHEREAS Purple Day was founded in 2008 by Cassidy Megan, a nine-year-old girl from Nova Scotia, who wanted people to know that if you have epilepsy, you are not alone; and

WHEREAS epilepsy is one of the most common neurological conditions, estimated to affect more than 50 million people worldwide, and more than 300,000 people in Canada; and

WHEREAS the public is often unable to recognize the common seizure types, or how to respond with appropriate first aid; and

WHEREAS Purple Day will be celebrated on March 26 annually to increase understanding, reduce stigma and improve the quality of life for people with epilepsy throughout the country and globally;

NOW THEREFORE, I, Jason Carr, Deputy Mayor (Acting Mayor) of the Town of St. Stephen, do hereby proclaim March 26, 2017 as Purple Day in the Town of St. Stephen, in an effort to raise epilepsy awareness throughout the community.

6. NOTICES OF MOTIONS

There were no notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Wheaton

Seconded by Councillor Parker

36/17 **THAT** the Minutes of the Regular Council meeting held on January 23, 2017 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Harding

Seconded by Councillor Chisholm

37/17 **THAT** the Minutes of the Special Council meeting held on February 6, 2017 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Hyslop

Seconded by Councillor Harding

38/17 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to November 30, 2016 be received. **CARRIED**

PAID BILLS

Moved by Councillor Wheaton
Seconded by Councillor Parker

39/17 **THAT** the paid bills in the amount of \$954,844.02 (nine hundred and fifty-four thousand, eight hundred and forty-four dollars and two Cents) be received.

CARRIED

9. **COMMUNICATIONS**

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Hyslop
Seconded by Councillor Chisholm

40/17 **THAT** Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

10. **APPROVAL OF COMMITTEE MINUTES**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Harding
Seconded by Councillor Wheaton

41/17 **THAT** the Minutes of the Committee of Council meeting held on February 2, 2017 be approved as circulated. **CARRIED**

COMMITTEES MEETING

Moved by Councillor Parker
Seconded by Councillor Harding

42/17 **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 February 15, 2017 be approved as circulated. **CARRIED**

11. **STAFF REPORTS**

STAFF REPORTS

Moved by Councillor Hyslop
Seconded by Councillor Wheaton

43/17 **THAT** the following staff reports for the month of January 2017 be adopted: Chief Administrative Officer; Public Works Department; Parks and Recreation Department; Fire 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

No by-laws considered.

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Harding

Seconded by Councillor Chisholm

44/17

THAT the Royal Canadian Mounted Police January 2017 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.

CARRIED

ROYAL CANADIAN MOUNTED POLICE - LEASE AGREEMENT

Moved by Councillor Chisholm

Seconded by Councillor Harding

45/17

WHEREAS the Council of the Town of St. Stephen, at its Regular Session on July 23, 2012, authorized the Mayor and Town Clerk to enter into a five (5) year Lease Agreement with the Royal Canadian Mounted Police (RCMP) retroactive to April 1, 2012 and expiring March 31, 2017;

AND WHEREAS the terms and conditions of the original Lease Agreement above-noted included an option for two (2) additional terms of one (1) year each with the same terms and conditions;

AND WHEREAS it is the intention of the RCMP to renew the Lease Agreement using the first one (1) year option term commencing April 1, 2017 and expiring March 31, 2018 with the same terms and conditions of the original Lease Agreement, except the rental rate which will be increased by 1.2% for the current Consumer Price Index as outlined in the Lease Renewal Option and 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 enter into a one (1) year lease renewal option with the RCMP as noted above. **CARRIED**

OUT-OF-PROVINCE TRAVEL: CHIEF ADMINISTRATIVE OFFICER

Moved by Councillor Wheaton

Seconded by Councillor Hyslop

- 46/17 **THAT** the Council of the Town of St. Stephen approves the out-of-province travel for the Chief Administrative Officer to participate in the Charlotte Coastal Region Tourism Association delegation to the Quebec RV and Leisure Show in Quebec City, Quebec from March 23 - 26, 2017. **CARRIED**

OUT-OF-PROVINCE TRAVEL: SUPERVISOR I, PUBLIC WORKS DEPARTMENT

Moved by Councillor Harding

Seconded by Councillor Wheaton

- 47/17 **THAT** the Council of the Town of St. Stephen approves the out-of-province travel for Blair Furlotte, Supervisor I of the Public Works Department, to attend a day of training and plant tour with IPEX Inc. at its Saint-Laurent, Quebec location on March 30, 2017, with accommodations, transportation and meal expenses paid by IPEX Inc. **CARRIED**

TOWN GRANT – CHARLOTTE COUNTY IWK FUNDRAISING COMMITTEE

Moved by Councillor Wheaton

Seconded by Councillor Parker

- 48/17 **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted grant in the amount of \$350.00 (three hundred and fifty dollars) for the Charlotte County IWK Fundraising Committee, payable to the Garcelon Civic Center, to offset the rental cost for their annual IWK Kids Carnival to be held on Saturday, May 13, 2017. **CARRIED**

TOWN GRANT - CANADIAN TIRE JUMPSTART

Moved by Councillor Chisholm

Seconded by Councillor Wheaton

- 49/17 **THAT** the Council of the Town of St. Stephen approves an unbudgeted grant in the amount of \$5,000.00 (five thousand dollars) payable to Canadian Tire Jumpstart which will enable many children to play sports in Charlotte County. **CARRIED**

CHARLOTTE COUNTY FALL FAIR – “IN KIND” SUPPORT

Moved by Councillor Wheaton

Seconded by Councillor Hyslop

- 50/17 **THAT** the Council of the Town of St. Stephen authorizes “in kind” support up to a maximum of \$4,000.00 (four thousand dollars) to the Charlotte County Fall Fair scheduled September 16 and 17, 2017, which support encompasses the use of bleachers, picnic tables, garbage cans, and tables, along with support staff for event set up and tear down.

AND THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign "Confirmation of Support from Municipal Government or Equivalent Authority" form as part of the federal grant application submitted by St. Croix Estuary Project Inc. on behalf of the Charlotte County Fall Fair which outlines the "in kind" support, as well as the grant of \$1,000.00 (one thousand dollars) outlined in the Town's 2017 budget. **CARRIED**

SCOTIABANK BORROWING AUTHORITY

Moved by Councillor Harding

Seconded by Councillor Hyslop

51/17

BE IT RESOLVED THAT the Mayor or such other person as the Council appoints, shall jointly with the Treasurer be hereby authorized on behalf of the Town of St. Stephen (the "Corporation") to borrow from the Scotiabank (the "Bank"), from time to time by way of overdraft, a sum or sums not exceeding at any one time \$363,866.00 (three hundred and sixty-three thousand, eight hundred and sixty-six dollars), to meet current expenditures of the Corporation for the year 2017. The Chief Administrative Officer, in lieu of the Mayor, shall be appointed by the Council of the Town of St. Stephen, with the Treasurer, on all amounts to \$5,000.00 (five thousand dollars). Further, the Assistant Treasurer, in the absence or disability of the Treasurer, shall be authorized to borrow jointly with the Mayor and/or the Chief Administrative Officer.

THAT the Mayor and Treasurer are hereby authorized to sign on behalf of the Corporation, for the sum or sums so borrowed with interest at such rate as the Bank may from time to time determine.

THAT the Treasurer, Assistant Treasurer or Clerk are hereby authorized and directed to furnish to the Bank, at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected, or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year, and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.

THAT the Treasurer, Assistant Treasurer or Clerk are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, with interest thereon, all of the monies hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the monies collected or received from any other source. **CARRIED**

ROYAL BANK OF CANADA BORROWING AUTHORITY

Moved by Councillor Parker

Seconded by Councillor Hyslop

52/17

BE IT RESOLVED THAT the Mayor or such other person as the Council appoints, shall jointly with the Treasurer be hereby authorized on behalf of the Town of St. Stephen (the "Corporation") to borrow from the Royal Bank of Canada during the year ending December 31, 2017, the sum of \$1,180,496.00 (one million, one hundred and eighty thousand, four hundred and ninety-six dollars) to be advanced in such amounts as may be required, from time to time, for Water and Sewerage Accounts. The Chief Administrative Officer, in lieu of the Mayor, shall be appointed by the Council of the Town of St. Stephen with the Treasurer on all amounts to \$5,000 (five thousand dollars). Further, the Assistant Treasurer, in the absence or disability of the Treasurer, shall be authorized to borrow jointly with the Mayor and/or the Chief Administrative Officer.

THAT the said sum of \$1,180,496.00 (one million, one hundred and eighty thousand, four hundred and ninety-six dollars) so to be borrowed shall be repaid on or before the 31st day of December next; and the promissory note or notes of the Corporation, if any, given therefore, if made payable before the said 31st day of December may be renewed by the said Mayor and Treasurer, from time to time, but no renewal shall fall due later than the 31st day of December next. **CARRIED**

AWARDING OF QUOTE: DEMOLITION OF 2 GARDEN STREET – TOSS17-03

Moved by Councillor Parker

Seconded by Councillor Chisholm

53/17

THAT of the three (3) quotes received, the low quote of \$5,950.00 (five thousand, nine hundred and fifty dollars), plus HST, from Disher Homes Ltd. of Dufferin, NB, for the demolition of the property located at 2 Garden Street and identified as PID # 01300938 be accepted. **CARRIED**

AWARDING OF QUOTE: DEMOLITION OF 43 MAIN STREET – TOSS17-04

Moved by Councillor Harding

Seconded by Councillor Hyslop

54/17

THAT of the three (3) quotes received, the low quote of \$2,950.00 (two thousand, nine hundred and fifty dollars), plus HST, from Disher Homes Ltd. of Dufferin, NB, for the demolition of the property located at 43 Main Street and identified as PID # 01302322 be accepted. **CARRIED**

PURCHASE AND SALE – PID # 15023542 (HAWTHORNE STREET)

Moved by Councillor Wheaton

Seconded by Councillor Hyslop

55/17

WHEREAS the Council of the Town of St. Stephen, at its meeting on July 25, 2016, endorsed the “Second Stage Housing” project proposed by the Fundy Region Transition House Inc. and agreed to convey the Town-owned property located at Hawthorne Street and identified as PID # 15023542, and also known as the Hawthorne Street Kiwanis Tot Lot, for the development of such project;

AND WHEREAS the Council of the Town of St. Stephen, at its meeting on July 25, 2016, directed the Chief Administrative Officer to request the Town Solicitor prepare a Deed Transfer, and all such other documents as were necessary for the transfer of the above-noted property for approval at a future meeting;

AND WHEREAS the Council of the Town of St. Stephen and Fundy Region Transition House Inc. have negotiated terms of an Agreement of Purchase and Sale for the property located at Hawthorne Street and identified as PID # 15023542 in the form presented to Council, and which the Town shall be responsible for all legal, survey and registration fees.

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 between The Town of St. Stephen and Fundy Region Transition House Inc., and the said Council authorizes the Mayor and Town Clerk to execute an HST Certificate and Form A13 Deed, all in the form presented to Council, and Council further authorizes the Mayor and Town Clerk to extend the Closing Date set out in the Agreement of Purchase and Sale, as recommended by the Town Solicitor.

CARRIED

PEDDLER’S LICENSE – SANDRO’S CATERING

Moved by Councillor Parker

Seconded by Councillor Wheaton

56/17

THAT the Council of the Town of St. Stephen approves the issuance of a Peddler’s License to Sandro’s Catering which will expire on the 31st day of December, 2017, 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”. **CARRIED**

PURCHASE AND SALE – PID # 01311935 (32 BOUNDARY STREET)

Moved by Councillor Harding
Seconded by Councillor Wheaton

57/17

WHEREAS the Council of the Town of St. Stephen, at its Regular Session on December 19, 2016, declared Town-owned property located at 32 Boundary Street and identified as PID # 01311935 to be surplus property, and directed the Chief Administrative Officer to post it as surplus property in order to entertain offers to purchase;

AND WHEREAS the Town has received and accepts the Request for Proposal from Habitat for Humanity in the form presented to Council;

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 Purchase and Sale Agreement for approval at a future meeting, and which the Town shall be responsible for all legal, survey and registration fees. **CARRIED**

PURCHASE AND SALE – PID # 01309079 (70 QUEENSWAY)

Moved by Councillor Harding
Seconded by Councillor Wheaton

58/17

WHEREAS the Council of the Town of St. Stephen, at its Regular Session on December 19, 2016, declared Town-owned property located at 70 Queensway and identified as PID # 01309079 to be surplus property, and directed the Chief Administrative Officer to post it as surplus property in order to entertain offers to purchase;

AND WHEREAS the Town has received and accepts the Request for Proposal from St. Stephen's Roman Catholic Church in the form presented to Council;

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 Purchase and Sale Agreement for approval at a future meeting, and which the purchaser shall be responsible for all legal, survey and registration fees.

CARRIED

CLEAN WATER AND WASTEWATER FUND – FUNDING CONTRIBUTION AGREEMENT – MILLTOWN BOULEVARD (KING STREET TO HAWTHORNE STREET) – WATERMAIN AND SANITARY SEWER RENEWAL

Moved by Councillor Hyslop
Seconded by Councillor Wheaton

59/17

WHEREAS Council of the Town of St. Stephen, at a Regular Session on September 26, 2016, approved the submission of an application to the Canada-New Brunswick Bilateral Agreement – Clean Water and Wastewater Fund for the Project titled “Water and Sanitary Sewer Renewal Milltown Boulevard (King Street to Hawthorne Street)”;

AND WHEREAS the above-noted application was approved as outlined in the Clean Water and Wastewater Fund Funding Contribution Agreement in the form presented to Council in its closed session on February 15, 2017 as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the Funding Contribution Agreement in the form presented to Council contingent on approval from the Municipal Capital Borrowing Board for the Town's portion of the cost. **CARRIED**

CLEAN WATER AND WASTEWATER FUND – FUNDING CONTRIBUTION AGREEMENT – THOMPSON AVENUE AND SPRINGWOOD COURT– SANITARY SEWER RENEWAL AND COMBINED SEWER SEPARATION

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

60/17

WHEREAS Council of the Town of St. Stephen, at a Regular Session on September 26, 2016, approved the submission of an application to the Canada-New Brunswick Bilateral Agreement – Clean Water and Wastewater Fund for the Project titled “Sanitary Sewer Renewal and Combined Sewer Separation – Thompson Avenue and Springwood Court”;

AND WHEREAS the above-noted application was approved as outlined in the Clean Water and Wastewater Fund Funding Contribution Agreement in the form presented to Council in its closed session on February 15, 2017 as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the Funding Contribution Agreement in the form presented to Council contingent on approval from the Municipal Capital Borrowing Board for the Town's portion of the cost. **CARRIED**

DILLON CONSULTING LIMITED – AGREEMENT FOR PROFESSIONAL SERVICES – WATER AND SANITARY SEWER RENEWAL (MILLTOWN BOULEVARD)

Moved by Councillor Parker

Seconded by Councillor Hyslop

61/17

THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an agreement which in turn authorizes Dillon Consulting Limited of Fredericton, NB to provide consulting engineering services for the design, tender and construction phases, in the amount of \$366,750.00 (three hundred and sixty-six thousand, seven hundred and fifty dollars), plus HST, for the renewal of water and sanitary sewer infrastructure on Milltown Boulevard, contingent on project funding approval from the Municipal Capital Borrowing Board. **CARRIED**

DILLON CONSULTING LIMITED – AGREEMENT FOR PROFESSIONAL SERVICES – COMBINED SEWER SEPARATION AND SANITARY SEWER RENEWAL (THOMPSON AVENUE AND SPRINGWOOD COURT)

Moved by Councillor Harding

Seconded by Councillor Chisholm

- 62/17 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an agreement which in turn authorizes Dillon Consulting Limited of Fredericton, NB to provide consulting engineering services for the design, tender and construction phases, in the amount of \$94,290.00 (ninety-four thousand, two hundred and ninety dollars), plus HST, for combined sewer separation and sanitary sewer renewal, contingent on project funding approval from the Municipal Capital Borrowing Board. **CARRIED**

DILLON CONSULTING LIMITED – AGREEMENT FOR PROFESSIONAL SERVICES – ASSESSMENT AND REMEDIAL RECOMMENDATIONS – WATER TREATMENT PLANT (MAXWELL CROSSING)

Moved by Councillor Hyslop

Seconded by Councillor Wheaton

- 63/17 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an agreement which in turn authorizes Dillon Consulting Limited of Fredericton, NB to provide consulting engineering services, in the amount of \$69,800.00 (sixty-nine thousand, eight hundred dollars), plus HST, for an assessment and remedial recommendations at the Water Treatment Plant, Maxwell Crossing. **CARRIED**

DILLON CONSULTING LIMITED – AGREEMENT FOR PROFESSIONAL SERVICES – MUNICIPAL PLAN AND ZONING BY-LAW REVIEW AND UPDATE

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

- 64/17 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute an agreement which in turn authorizes Dillon Consulting Limited of Fredericton and Saint John, NB to provide planning services, in the amount of \$35,000.00 (thirty-five thousand dollars), plus HST, for a Municipal Plan and Zoning By-Law Review and Update. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Councillor Hyslop

- Attended the opening of the new clinic at the Charlotte County Hospital.
- Attended the Chamber of Commerce Annual General Meeting and dinner.
- Attended the Federal and Provincial Governments' announcements on the Clean Water and Wastewater Fund projects for Milltown Boulevard (King Street to Hawthorne Street) and Thompson Avenue and Springwood Court.

- Attended the awards ceremony and dinner at the Fire Department.
- Advised that the Charlotte County Museum has received funding for a Level 1 condition assessment of the building.
- Participating in the Canada 150 walk challenge at the Garcelon Civic Center.
- Attended all St. Stephen Aces hockey games.

Councillor Wheaton

- Attended all Town meetings.
- Attended the community solidarity event at the David Alison Ganong Chocolate Park held as a result of the mass shooting at a Quebec City mosque.
- Attended the awards ceremony and dinner at the Fire Department.
- Attended a Chocolate Museum Operating Committee meeting, the first one held in 2017, and stated that the museum will open on March 1st.
- Attended the Chamber of Commerce Annual General Meeting and dinner, and extended congratulations to Peter Heelis who received a Life Membership Award.
- Attended a Milltown Development Committee meeting.
- Attended the Federal and Provincial Governments' announcements on the Clean Water and Wastewater Fund projects for Milltown Boulevard (King Street to Hawthorne Street) and Thompson Avenue and Springwood Court.
- Attended the opening of the new clinic at the Charlotte County Hospital.

Councillor Chisholm

- Attended all Town meetings.
- Attended the opening of the new clinic at the Charlotte County Hospital.
- Attended the awards ceremony and dinner at the Fire Department.
- Attended the Chamber of Commerce Annual General Meeting and dinner.
- Participated in the interviews for the Aquatic and Fitness Coordinator position of the Garcelon Civic Center.

Councillor Harding

- Attended all Town meetings.
- Attended a Milltown Development Committee meeting.
- Stated that she had a long conversation with John Ames, MLA, and that he confirmed Canada 150 funding could be used on Milltown projects.
- Attended the awards ceremony and dinner at the Fire Department.

Councillor Parker

- Participated in a Substandard Properties Appeal Committee hearing.
- Replied to many phone calls.

- Attended all Town meetings.
- Attending a Charlotte Coastal Region Tourism Association board meeting on February 28th.

Deputy Mayor Carr (Acting Mayor)

- Attended all meetings related to Council.
- Attended the community solidarity event at the David Alison Ganong Chocolate Park held as a result of the mass shooting at a Quebec City mosque.
- Attend St. Stephen Aces hockey games.
- Participated in a Substandard Properties Appeal Committee hearing.
- Attended the annual St. Stephen-Milltown Rotary Club's "Super Draw" event.
- Attended the awards ceremony and dinner at the Fire Department.
- Attended the Federal and Provincial Governments' announcements on the Clean Water and Wastewater Fund projects for Milltown Boulevard (King Street to Hawthorne Street) and Thompson Avenue and Springwood Court.
- Participated in the interviews for the Receptionist and Hospitality Attendant position for both the Town Office and Garcelon Civic Center.
- Participating in the Canada 150 walk challenge at the Garcelon Civic Center.
- Attended the Chamber of Commerce Annual General Meeting and dinner.
- Attended a Business Improvement Area (BIA) meeting.

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 Chief Administrative Officer. In particular, the questions/comments referred to the following:

- Clarification on the Town Grant payable to the Canadian Tire Jumpstart;
- Clarification on the purchase and sale of Town-owned properties at 32 Boundary Street; 70 Queensway; and Hawthorne Street.

17. CLOSED SESSION

CLOSED SESSION

Moved by Councillor Parker

Seconded by Councillor Hyslop

65/17

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*. **CARRIED**


The Council came out of closed session at 7:53 p.m.

18. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Harding
Seconded by Councillor Hyslop

66/17 **THAT** the meeting adjourn at 7:53 p.m. CARRIED



Deputy Mayor (Acting Mayor)



Town Clerk