

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

1. PRAYER

Mayor Allan MacEachern called upon Deputy Mayor Carr to administer a prayer.

2. RECORDING OF ATTENDANCE

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

ABSENT: Councillor Marg Harding.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

70/17

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) Long Service Awards – Mayor MacEachern and Fire Chief Jeff Richardson presented Long Service Awards to Walter Cooke, Fire Driver / Dispatcher, who has been a Town employee for 35 years.

(b) Human Values Day – Proclamation

Mayor MacEachern proclaimed April 24, 2017 as Human Values Day:

WHEREAS raising and increasing the AWARENESS of **Human Values** of truth, right conduct, peace, love and non-violence, and all the multiple sub values like honesty, integrity, kindness and caring in the Town of St. Stephen is a primary goal of this wonderful town; and

WHEREAS these values are inherent in all creeds, countries, cultures and communities, making these values truly “**Values without Borders**”; and

WHEREAS making the Town of St. Stephen “**A Town of Character**” is for the greatest benefit of all our citizens; and

WHEREAS reducing and even erasing the incidents of violence of all types in our communities and our town will bring PEACE and PROGRESS in all aspects and activities of this province; and

WHEREAS unlike other walks, Walk for Values is not a fundraiser, but a way to make the town richer and healthier by pledging our commitment to practice human values, and be motivated to serve our community through volunteer work, or by donating blood or food for the needy; and

WHEREAS “Walk for Values” is designed to raise the awareness of Human Values and to promote individual responsibility towards collective future of Humanity, Walk for Values is a platform to educate people on the importance of practicing these five Human Values in daily life and the awareness it creates in making of enlightened citizens for universal peace.

NOW THEREFORE, I, Allan MacEachern, Mayor of the Town of St. Stephen, New Brunswick, do hereby proclaim April 24, 2017 as “Human Values Day” in the Town of St. Stephen.

6. NOTICES OF MOTIONS

There were no notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Parker

Seconded by Deputy Mayor Carr

71/17

THAT the Minutes of the Regular Council meeting held on February 27, 2017 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

72/17

THAT the Minutes of the Special Council meeting held on March 2, 2017 be approved as circulated. **CARRIED**

8. ACCOUNTS

PAID BILLS

Moved by Councillor Wheaton
Seconded by Councillor Chisholm

73/17 **THAT** the paid bills in the amount of \$668,288.58 (six hundred and sixty-eight thousand, two hundred and eighty-eight dollars and fifty-eight cents) be received. **CARRIED**

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Deputy Mayor Carr
Seconded by Councillor Parker

74/17 **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 Hyslop
Seconded by Councillor Wheaton

75/17 **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 March 15, 2017 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Chisholm
Seconded by Councillor Wheaton

76/17 **THAT** the following staff reports for the month of February 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 Parker

Seconded by Deputy Mayor Carr

77/17

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

CARRIED

APPLICATION FOR FINANCING - GENERAL FUND

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

78/17

BE IT RESOLVED THAT the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$171,000 (one hundred and seventy one thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue post dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

Purpose

Amount

Term

Transportation Services

Refinancing Debenture No. AW 13-2007

\$171,000

5 Years

CARRIED

APPLICATION FOR FINANCING - WATER AND SEWERAGE FUND

Moved by

Seconded by

79/17

BE IT RESOLVED THAT the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$24,000 (twenty-four thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue post dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

Purpose

Amount

Term

Environmental Health Services

Refinancing Debenture No. AW 14-2007

\$24,000

10 Years

CARRIED

VOLUNTEER FIREFIGHTER POSITIONS

Moved by Councillor Chisholm
Seconded by Councillor Wheaton

80/17 **THAT** the Fire Chief’s recommendation to recruit Jason Cleghorn, Dana Driscoll, Jonathan McCaffrey, Wes French, and Eric Grant as volunteer firefighters subject to the appropriate medical and criminal records background check and a six (6) month probationary period be accepted. **CARRIED**

TOURISM AND PROMOTION ACTION COMMITTEE MEMBERS

Moved by Councillor Wheaton
Seconded by Councillor Parker

81/17 **WHEREAS** the Council of the Town of St. Stephen established, at its meeting on February 23, 2015, a Tourism and Promotion Action Committee (the “Committee);

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen approves the following updated list of members on the Committee:

| ORGANIZATION | PERSON |
|---|---|
| Town of St. Stephen | Planning, Promotion and Tourism Committee Chair - Councillor Ghislaine Wheaton |
| Town of St. Stephen | Community Events Coordinator – Alex Reid |
| Chocolate Festival Inc. | President – Maria Kulcher |
| St. Stephen Chamber of Commerce | Diane Ganong |
| St. Stephen Development Board | Brian Hastey |
| St. Stephen Downtown BIA | Jeff McShane |
| Ganong Nature Park | Board Member – Peter Heelis |
| Education – Athletics | Donnie Walker |
| Arts and Culture | Hayden Wiebe |
| Accommodations Sector | David Whittingham (Chair) |
| Charlotte Coastal Region Tourism Association | Councillor Ken Parker |
| Community | Shelley McKeeman |
| St. Stephen Farmers’ Market | Lori Day |

CARRIED

APPROVAL OF EVENT: "TOUCH A TRUCK" – ST. STEPHEN KIWANIS CLUB

Moved by Councillor Chisholm

Seconded by Deputy Mayor Carr

82/17

THAT the Council of the Town of St. Stephen grants permission to the St. Stephen Kiwanis Club to host its "Touch A Truck" event in the parking lot of the Garcelon Civic Center, and on sections of Budd Avenue, on Saturday, September 23, 2017 from 10:00 a.m. to 2:00 p.m., with a rain date of Saturday, September 30, 2017 from 10:00 a.m. to 2:00 p.m., with boundaries as outlined on the photo presented to Council.

AND THAT the above-noted boundaries outlined on the photo presented to Council may need to be altered if the water and sanitary sewer renewal project is underway on Milltown Boulevard. **CARRIED**

AWARDING OF TENDER: COMBINED SEWER SEPARATION AND UTILITY RENEWAL – ELM PARK PROJECT NO. 16-4847 (CLEAN WATER AND WASTEWATER FUND PROJECT NO. 6990-1063 – ELM PARK, PINEWOOD AND MAPLE – SEWER SEPARATION AND INFRASTRUCTURE RENEWAL)

Moved by Councillor Hyslop

Seconded by Deputy Mayor Carr

83/17

THAT of the six (6) tenders received, the low tender of \$2,313,810.40 (two million, three hundred and thirteen thousand, eight hundred and ten dollars and forty cents), including HST, from Debly Enterprises Ltd. of Saint John, NB, for the combined sewer separation and utility renewal for Elm Park, Pinewood and Maple be accepted, contingent on project funding approval from the Municipal Capital Borrowing Board. **CARRIED**

CHANGE OF DATE: MAY 2017 REGULAR TOWN COUNCIL MEETING

Moved by Councillor Wheaton

Seconded by Councillor Chisholm

84/17

THAT the Council of the Town of St. Stephen changes the date of the May Regular Town Council Meeting from the fourth (4th) Monday, 22nd day of May, 2017 at 7:00 p.m., to the fourth (4th) Tuesday, 23rd day of May, 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**

GARCELON CIVIC CENTER – NEW HORIZONS FOR SENIORS GRANT

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

85/17

WHEREAS the Garcelon Civic Center applied to Employment and Social Development Canada for funding for its “New Horizons for Seniors Program”;

AND WHEREAS the Garcelon Civic Center will receive \$24,515.00 (twenty-four thousand, five hundred and fifteen dollars) for its “Fifty Shapes of Fit” project;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the agreement with Employment and Social Development Canada, in the form presented to Council, retroactively to March 20, 2017. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all necessary meetings of Council.
- Wore a purple shirt to church on March 26 for Epilepsy Awareness Day.
- Attended a chapel service for the St. Stephen Aces.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.
- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.
- Attend weekly St. Stephen-Milltown Rotary Club meetings.
- Watched the Atlantic Canada Opportunities Agency (ACOA) announcement for the Kiwanis Skateboard Park on Facebook live.
- Attended the Dialogue NB lunch at the Garcelon Civic Center.

Councillor Hyslop

- Attended all Town meetings.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.
- Attended the Sports Wall of Fame announcement at the Garcelon Civic Center.
- Attended the provincial funding announcement for the curb and gutter project from Church Street to Milltown Customs.
- Attended a Charlotte County Museum board meeting and reviewed the completed Level 1 condition assessment of the building, and the board will follow up on various concerns.
- Wore the Epilepsy purple ribbon on the weekend in recognition of Epilepsy Awareness.

- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.

Councillor Wheaton

- Attended all Town meetings.
- Attended the World Day of Prayer hosted by Holy Rosary Church.
- Participated in the Corporate Challenge curling fun spiel on the Town team.
- Attended the Atlantic Canada Opportunities Agency (ACOA) announcement for the Kiwanis Skateboard Park.
- Attended the Sports Wall of Fame announcement at the Garcelon Civic Center.
- Attended the Jonathan Roy concert hosted by the International Festival Committee.
- Attended the provincial funding announcement for the curb and gutter project from Church Street to Milltown Customs.
- Attended a meeting to discuss proposals for the NB – Canada 150 funding.
- Attended the last Wellness for Seniors' session at the Garcelon Civic Center until fall.
- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.
- Wore purple clothing on the weekend in support of Epilepsy Awareness.

Councillor Chisholm

- Attended all Town meetings.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.
- Attended the Jonathan Roy concert at the Garcelon Civic Center hosted by the International Festival Committee and was very pleased with the acoustics in the conference rooms.

Councillor Parker

- Attend all Town meetings.
- Attended a meeting with Trudy Higgins on the hospital.
- Met with Elva Hatt concerning lack of storage at the St. Croix Public Library and will follow up with the Chief Administrative Officer.
- Attended the provincial funding announcement for the curb and gutter project from Church Street to Milltown Customs.
- Congratulated the Aces for making the playoffs and commended all the fans for their support and great attendance at all games throughout the season.
- Participated in the Corporate Challenge curling fun spiel on the Town team.

Mayor MacEachern

- Asked the public to purchase tickets early to events at the Garcelon Civic Center so that events do not get cancelled due to lack of interest.
- Attended a dinner meeting with the new CEO of Horizon Health Network.
- Attended a meeting at the Charlotte County Hospital on the recruitment of two potential doctors.
- Attended a Giddens Memorial Airport meeting.
- Attend monthly meetings at the Charlotte County Hospital.
- Attended the Sports Wall of Fame announcement at the Garcelon Civic Center.
- Attended the provincial funding announcement for the curb and gutter project from Church Street to Milltown Customs.
- Attended a meeting with the Minister of Department of Transportation and Infrastructure.
- Glad to see renovations at the St. Stephen's University going well.
- Attended the Atlantic Canada Opportunities Agency (ACOA) announcement for the Kiwanis Skateboard Park.
- As a result of the recent closure of Superior Tanks and over 30 people now unemployed, attended a meeting with Richard Fulton of Future St. Stephen to advise the former employees that assistance will be provided to help find employment.

16. QUESTION PERIOD

No media nor public present.

18. ADJOURNMENT

ADJOURNMENT


Moved by Councillor Hyslop

Seconded by Deputy Mayor Carr

86/17 **THAT** the meeting adjourn at 7:40 p.m. CARRIED



Mayor



Town Clerk