

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, APRIL 24, 2017 @ 7:00 P.M.

1. PRAYER

The Lord's Prayer was recited led by Mayor Allan MacEachern.

2. RECORDING OF ATTENDANCE

PRESENT: Mayor Allan MacEachern; Deputy Mayor Jason Carr; Councillors Marg Harding, Ghislaine Wheaton, David Hyslop, Phil Chisholm (arrived at 7:40 p.m.), and Ken Parker; Chief Administrative Officer Derek O'Brien; and Town Clerk Joan Flewelling.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Hyslop

Seconded by Councillor Harding

87/17

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) Canada 1st Basketball, Inc. Committee – Peter Corby, President, advised that the Canada 1st Basketball, Inc. Committee (the "Committee") wishes to establish and develop a heritage basketball museum around the nucleus of the oldest existing basketball floor in the world, and where one of the first places basketball was ever played in Canada in 1893 in a building located at 6 King Street, with permission to do so by its owner, St. Croix Vocational Centre Inc.

The Committee has applied for funding through the Fundy Community Foundation to assist with the cost of a development plan, and since it is not a Registered Charitable Organization, needs to establish a partnership with a Registered Charity who would act as a "sponsor".

It was the unanimous decision of Council that the town act as the "sponsor" and directed the Mayor and Town Clerk to sign the Partnership Agreement with the Committee, and Council will consider a motion retroactively at the next Regular Session on Tuesday, May 23, 2017.

Council will also consider two (2) motions at the next Regular Session on Tuesday, May 23, 2017 to approve the Canada 1st Basketball, Inc. Committee as a Committee of Council, and to appoint a Councillor to act as its member on the Committee.

(b) Community Pride Month – Proclamation

Mayor MacEachern proclaimed the month of May 2017 as “Community Pride Month”:

COMMUNITY PRIDE MONTH
ST. STEPHEN PROUD - MAY 2017

WHEREAS the Town of St. Stephen is excited to declare the month of May "Community Pride Month" as we celebrate our pride in our town. 2017 marks the 150th anniversary of our country and we celebrate the pride we have in our nation. This May let's celebrate St. Stephen. This is a great place to live, work, and play!

WHEREAS the Mayor and Council challenge every citizen to celebrate your pride in our community and participate in St. Stephen Proud!

- Tidy up your property.
- Work with our Town staff, service clubs, businesses, and other organizations to clean up our parks, streets, and other public areas.
- Host neighbourhood events with your friends and families.
- Enjoy the assets of our community and take part in the variety of events planned this month.

We have a lot to be proud of in St. Stephen – the best little town in the world!

THEREFORE, I, Allan MacEachern, Mayor of the Town of St. Stephen, do hereby proclaim the month of May 2017 to be “Community Pride Month”.

(c) Lyme Awareness Month – Proclamation

Mayor MacEachern recognized the work of Lyme NB raising Lyme Awareness during the month of May 2017:

LYME AWARENESS

Whereas Lyme disease is one of the fastest growing infections in Canada; and

Whereas the population of ticks, the prime cause of Lyme disease, is growing and expanding in New Brunswick; and

Whereas the tick season is also extended due to climate change; and

Whereas there is an increasing number of New Brunswickers who are suffering from Lyme disease; and

Whereas Lyme disease, if not diagnosed and treated early, can become a debilitating condition, causing extreme fatigue, cardiac and nervous system disorders and/or arthritic symptoms; and

Whereas all New Brunswickers would benefit by being more aware of Lyme disease, how it is contracted, what the symptoms associated with the disease are and how to get the prompt medical care needed to avoid illness and suffering.

Therefore, I, Allan MacEachern, Mayor of the Town of St. Stephen, do hereby recognize the work of Lyme NB raising Lyme Awareness during the month of May 2017.

6. NOTICES OF MOTIONS

There were no notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Harding

Seconded by Councillor Wheaton

88/17 **THAT** the Minutes of the Regular Council meeting held on March 27, 2017 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Hyslop

Seconded by Deputy Mayor Carr

89/17 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to January 31, 2017 be received. **CARRIED**

PAID BILLS

Moved by Councillor Parker
Seconded by Councillor Harding

- 90/17** **THAT** the paid bills in the amount of \$1,346,497.63 (one million, three hundred and forty-six thousand, four hundred and ninety-seven dollars and sixty-three 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 Deputy Mayor Carr
Seconded by Councillor Hyslop

- 91/17** **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 April 12, 2017 be approved as circulated. **CARRIED**

11. **STAFF REPORTS**

STAFF REPORTS

Moved by Councillor Harding
Seconded by Councillor Parker

- 92/17** **THAT** the following staff reports for the month of March 2017 be adopted: Chief Administrative Officer; Public Works Department; Parks and Recreation Department; Fire Department; By-Laws; Development / Property Management Office; and Garcelon Civic Center. **CARRIED**

12. **UNFINISHED BUSINESS**

No unfinished business.

13. CONSIDERATION OF BY-LAWS

BY-LAW NO. A-11 - "A BY-LAW TO REPEAL A BY-LAW RESPECTING THE ADVISING COMMISSION OF THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER" – FIRST READING – SHORT TITLE ONLY

Moved by Deputy Mayor Carr

Seconded by Councillor Hyslop

- 93/17 **THAT** leave now be given to introduce a by-law entitled By-Law No. A-11 – "A By-Law to Repeal a By-Law Respecting the Advising Commission of the Town of St. Stephen's Garcelon Civic Center" – 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

- 94/17 **THAT** the Royal Canadian Mounted Police March 2017 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

FUNDRAISING ROAD TOLL – CHARLOTTE COUNTY ANIMAL SHELTER

Moved by Councillor Parker

Seconded by Councillor Harding

- 95/17 **THAT** the Council of the Town of St. Stephen approves the request from the Charlotte County Animal Shelter (the "Shelter") to hold a fundraising road toll on Queen Street West between Marks Street and Porter Street on Saturday, June 10, 2017 between the hours of 8:00 a.m. and 6:00 p.m., with an alternate date of Saturday, September 23, 2017 between the hours of 8:00 a.m. and 6:00 p.m., and contingent on receipt by the Town of the Shelter's Certificate of Insurance. **CARRIED**

FUNDRAISING ROAD TOLL – ST. STEPHEN-MILLTOWN LIONS CLUB

Moved by Councillor Wheaton

Seconded by Deputy Mayor Carr

- 96/17 **THAT** the Council of the Town of St. Stephen approves the request from the St. Stephen-Milltown Lions Club (the "Club") to hold a fundraising road toll near the intersection of Wall Street and Prince William Street on Saturday, September 16, 2017 between the hours of 8:00 a.m. and 4:00 p.m., and contingent on receipt by the Town of the Club's Certificate of Insurance. **CARRIED**

TOWN OF ST. STEPHEN - COMMERCIAL CREDIT APPLICATION (HILTI CANADA)

Moved by Councillor Hyslop
Seconded by Councillor Harding

- 97/17 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign a commercial credit application between the Town and Hilti Canada in order to process any future purchases of the Town from the said company. **CARRIED**

DILLON CONSULTING LIMITED – AGREEMENT FOR PROFESSIONAL SERVICES – STREET IMPROVEMENTS 2017 (MILLTOWN BOULEVARD)

Moved by Deputy Mayor Carr
Seconded by Councillor Harding

- 98/17 **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 estimated amount of \$58,800.00 (fifty-eight thousand, eight hundred dollars), plus HST, for the addition/replacement of concrete curb and gutter on each side of Milltown Boulevard between Riverside Drive and Church Street (approximately 640 meters), and complete with site restoration. **CARRIED**

PURCHASE AND SALE – PID # 1311935 (32 BOUNDARY STREET)

Moved by Councillor Parker
Seconded by Councillor Hyslop

- 99/17 **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 # 1311935 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 Council of the Town of St. Stephen, at its Regular Session on February 27, 2017, received and accepted the Request for Proposal from Habitat for Humanity, with Habitat for Humanity Saint John Region being the legal name, in the form presented to Council, and directed the Chief Administrative Officer to request the Town Solicitor prepare a Purchase and Sale Agreement for approval at a future meeting;

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 Habitat for Humanity Saint John Region, and the said Council authorizes the Mayor and Town Clerk to execute an HST Certificate and Form 13 Transfer, both in the form presented to Council, and Council further authorizes the Town Clerk to execute Form 45 Affidavit of Corporate Execution;

NOW THEREFORE BE IT FURTHER RESOLVED THAT the said Council authorizes the Mayor and Town Clerk to set the Closing Date set out in the Agreement of Purchase and Sale at such date as is agreeable with the Purchaser and recommended by the Town Solicitor. **CARRIED**

PURCHASE AND SALE – PID # 1309079 (70 QUEENSWAY)

Moved by Councillor Harding

Seconded by Deputy Mayor Carr

100/17

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 #1309079 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 Council of the Town of St. Stephen, at its Regular Session on February 27, 2017, received and accepted the Request for Proposal from St. Stephen's Roman Catholic Church, with The Roman Catholic Bishop of Saint John being the legal name, in the form presented to Council, and directed the Chief Administrative Officer to request the Town Solicitor prepare a Purchase and Sale Agreement for approval at a future meeting;

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 The Roman Catholic Bishop of Saint John, and the said Council authorizes the Mayor and Town Clerk to execute an HST Certificate and Form 13 Transfer, both in the form presented to Council, and Council further authorizes the Town Clerk to execute Form 45 Affidavit of Corporate Execution;

NOW THEREFORE BE IT FURTHER RESOLVED THAT the said Council authorizes the Mayor and Town Clerk to set the Closing Date set out in the Agreement of Purchase and Sale at such date as is agreeable with the Purchaser and recommended by the Town Solicitor. **CARRIED**

PUBLIC WORKS DEPARTMENT CASUAL EMPLOYEE – JOB RECOMMENDATION

Moved by Councillor Hyslop

Seconded by Deputy Mayor Carr

101/17

THAT Herbert Jesso be offered the position of casual employee for the St. Stephen Public Works Department effective May 5, 2017, with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement. **CARRIED**

PUBLIC WORKS DEPARTMENT CASUAL EMPLOYEE - JOB RECOMMENDATION

Moved by Councillor Wheaton

Seconded by Councillor Harding

- 102/17** **THAT** Ryan Orchard be offered the position of casual employee for the St. Stephen Public Works Department effective May 12, 2017, with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement. **CARRIED**

TOWN OF ST. STEPHEN – CANADA 150 – CANADIAN HERITAGE GRANT

Moved by Councillor Hyslop

Seconded by Councillor Parker

- 103/17** **WHEREAS** the Town of St. Stephen applied to the Department of Canadian Heritage for a grant under its “Celebration & Commemoration Program – Canada 150 Fund”;

AND WHEREAS the Town of St. Stephen will receive \$6,000.00 (six thousand dollars) for its Canada 150 Mosaic Mural project;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the Conditions of a Grant, in the form presented to Council. **CARRIED**

PERMISSION TO OPERATE - ST. STEPHEN FARMERS’ MARKET

Moved by Deputy Mayor Carr

Seconded by Councillor Harding

- 104/17** **THAT** the Council of the Town of St. Stephen approves the operation of the St. Stephen Farmers’ Market (the “Market”) commencing Friday, May 5, 2017 and ending Friday, September 29, 2017, and based on the expectations outlined in the letter dated April 12, 2017 from the Town’s Chief Administrative Officer to the President of the Market. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Councillor Harding

- Continues, from time to time, having lunch with Sergeant Peter Stubbs.
- Attended the wine and cheese reception for a potential new doctor.
- Enjoyed painting a tile for the Canada 150 Mosaic Mural and commended Alex Reid for his diligent work with the project.
- Attended a new farmers’ market at St. Patrick’s Hall.
- Attended all Town meetings.

Councillor Parker

- Attended the wine and cheese reception for a potential new doctor.
- Enjoyed painting a tile for the Canada 150 Mosaic Mural.
- Followed-up on the situation with the public washroom at the St. Croix Library.
- Attended all Town meetings.

Councillor Wheaton

- Attended a luncheon on International Trade hosted by Karen Ludwig, MP.
- Attended the St. Stephen Middle School Student Entrepreneurial Market Day at the Garcelon Civic Center, and commended the teachers and students on a great event.
- Attended a meeting on three upcoming major celebrations.
- Attended the Book Launch of "It's a Mystery, Pig Face!" by Wendy McLeod MacKnight.
- Attended a Chocolate Museum Operating Committee meeting.
- Attended the 39th Annual Convocation Ceremony for St. Stephen's University which was a very moving ceremony.
- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.
- Painted a tile for the Canada 150 Mosaic Mural project.
- Stated that the Southwest New Brunswick Transit Authority Inc. board is still working diligently to purchase a bus in order to provide affordable, accessible and available public transportation for residents in Charlotte County.

Councillor Hyslop

- Attended all Town meetings.
- Attended the St. Stephen Middle School Student Entrepreneurial Market Day at the Garcelon Civic Center.
- Attended a recycling meeting at the Oak Bay Community Hall hosted by the Regional Service Commission.
- Attended the James Mullinger comedy show.
- Attended a Charlotte County Museum board meeting.
- Painted a tile for the Canada 150 Mosaic Mural project.
- Attended a luncheon on International Trade hosted by Karen Ludwig, MP.
- Ongoing participation in the Canada 150 walk challenge at the Garcelon Civic Center.

Deputy Mayor Carr

- Attended all Town meetings.
- Attended a recycling meeting at the Oak Bay Community Hall hosted by the Regional Service Commission.
- Attended the Rotary Club's Charter night and was a proud recipient of a Paul Harris Fellow.
- Attended the Book Launch of "It's a Mystery, Pig Face!" by Wendy McLeod MacKnight.
- Attended the James Mullinger comedy show.
- Attended the wine and cheese reception for a potential new doctor.
- Participated in interviews for the Public Works Department two casual positions.
- Attended a Business Improvement Area meeting.
- Painted a tile for the Canada 150 Mosaic Mural project.
- Guest of Rob Patry Live on CHCO-TV on the topic of spring car care.

Councillor Chisholm

- Attended all Town meetings.
- Painted a tile for the Canada 150 Mosaic Mural project.
- Encouraged people to purchase tickets to the upcoming Sports Wall of Fame ceremony and dinner at the Garcelon Civic Center on May 13th.

Mayor MacEachern

- Stated the Wellness Fair at the Garcelon Civic Center was great and people are looking forward to sessions commencing in the fall.
- Attended a recycling meeting at the Oak Bay Community Hall hosted by the Regional Service Commission.
- Attended a hockey meeting at Harbour Station with the General Manager of the Seadogs, along with Minister Donald Arseneault.
- Attended the Book Launch of "It's a Mystery, Pig Face!" by Wendy McLeod MacKnight.
- Attended the Vimy Ridge ceremony at the St. Stephen Cenotaph.
- Attended the wine and cheese reception for a potential new doctor, plus gave him a tour of the area.
- Attended a meeting in St. Andrews with the Minister of Environment and Local Government, Serge Rousselle.
- Walked through the Elm Street Nature Park with provincial officials in response to the Elm Street Park Society's funding applications.
- Painted a tile for the Canada 150 Mosaic Mural project.
- Attended a luncheon on International Trade hosted by Karen Ludwig, MP.

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- Attended the St. Stephen Middle School Student Entrepreneurial Market Day at the Garcelon Civic Center.
- Brought greetings from the town to the Right Worshipful Grand Lodge of the Ladies Orange Benevolent Association at its 98th annual session held at the Masonic Hall.

16. QUESTION PERIOD

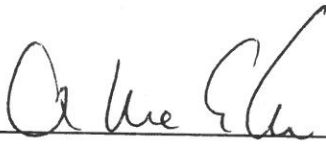
No media present and no questions from the public.

17. ADJOURNMENT

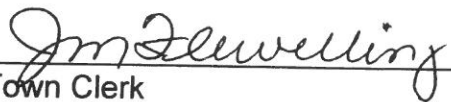
ADJOURNMENT

Moved by Deputy Mayor Carr
Seconded by Councillor Harding

105/17 **THAT** the meeting adjourn at 7:50 p.m. CARRIED



Mayor



Town Clerk