

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, SEPTEMBER 23, 2019 @ 7:00 P.M.

1. **MOMENT OF SILENCE**

Mayor MacEachern requested a moment of silence.

2. **RECORDING OF ATTENDANCE**

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

ABSENT: Chief Administrative Officer Jeff Renaud.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Harding
Seconded by Deputy Mayor Carr

157/19 **THAT** the Agenda be approved as circulated.

4. **CONFLICT OF INTEREST**

There were no conflicts of interest declared.

5. **READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS**

There were no reading of petitions/presentations/proclamations.

6. **NOTICES OF MOTIONS**

There were no notices of motions.

7. **APPROVAL OF COUNCIL MINUTES**

REGULAR COUNCIL MEETING

Moved by Councillor Parker
Seconded by Councillor Wheaton

158/19 **THAT** the Minutes of the Regular Council meeting held on August 26, 2019 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Deputy Mayor Carr
Seconded by Councillor Chisholm

- 159/19 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to July 31, 2019 be received.
CARRIED

PAID BILLS

Moved by Councillor Harding
Seconded by Councillor Wheaton

- 160/19 **THAT** the paid bills in the amount of \$1,052,886.96 (one million, fifty-two thousand, eight hundred and eighty-six dollars and ninety-six 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 Hyslop
Seconded by Councillor Parker

- 161/19 **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 September 11, 2019 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Harding
Seconded by Councillor Chisholm

- 162/19 **THAT** the following staff reports for the month of August 2019 be adopted: Chief Administrative Officer; Finance Department; Public Works Department; Fire Department; By-Laws and Building Inspection Services; and Community Services.
CARRIED

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

No by-laws considered.

14. NEW BUSINESS

**CAPITAL ASSET MANAGEMENT PLAN REPORT AND CAPITAL ASSET
MANAGEMENT PLANNING POLICY**

Moved by Deputy Mayor Carr
Seconded by Councillor Parker

163/19 **THAT** the Council of the Town of St. Stephen accepts the Capital Asset Management Plan Report and Capital Asset Management Planning Policy No. 69.
CARRIED

**HORIZON HEALTH NETWORK – SAINT JOHN & NB HEART CENTRE AND
TOWN OF ST. STEPHEN – LETTER OF AGREEMENT**

Moved by Councillor Chisholm
Seconded by Councillor Wheaton

164/19 **THAT** the Council of the Town of St. Stephen approves a two (2) year partnership with Horizon Health Network – Saint John & NB Heart Centre for a community based Cardiac Rehabilitation Program at the Garcelon Civic Center effective September 27, 2019 and expiring September 27, 2021.

AND THAT the Council authorizes the Mayor and Town Clerk to sign the Letter of Agreement with Horizon Health Network – Saint John & NB Heart Centre in the form presented to Council. **CARRIED**

AWARDING OF TENDER # TOSS19-04 – 2019 ALL SEASON DUMP BODY

Moved by Councillor Hyslop
Seconded by Councillor Chisholm

165/19 **THAT** the tender received in the amount of \$54,122.00 (fifty-four thousand, one hundred and twenty-two dollars), plus HST, from Parts for Trucks, Inc. of Dartmouth, NS, for a 2019 All Season Dump Body be accepted. **CARRIED**

AWARDING OF TENDER: WATERFRONT ENHANCEMENTS – ST. STEPHEN, NB, PROJECT NO: 19-9772

Moved by Councillor Hyslop

Seconded by Councillor Wheaton

166/19

THAT the one (1) tender received in the amount of \$275,367.50 (two hundred and seventy-five thousand, three hundred and sixty-seven dollars and fifty cents), including HST, from Fundy Contractors Limited of Bethel, NB, for the waterfront enhancements project be accepted. **CARRIED**

TOWN OF ST. STEPHEN – DESIGNATED HIGHWAYS FIVE YEAR PRIORITIES (2020 – 2024) – MUNICIPAL DESIGNATED HIGHWAY PROGRAM

Moved by Councillor Parker

Seconded by Councillor Wheaton

167/19

THAT the Council of the Town of St. Stephen approves the attached Designated Highways Five Year Priorities (2020 - 2024) under the Municipal Designated Highway Program, and submits same to the Department of Transportation and Infrastructure to assist the Department in considering the request in preparation for the budget process. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all Town meetings.
- Participated in Car Star's recruitment video.

Councillor Hyslop

- Charlotte County Museum closed for the season the end of August; however, is opened for special tour groups.
- Canada 1st Basketball Committee is working on phase 2, a business plan.
- Attended the Charlotte County Fall Fair.
- Attended the International Lumberjack Competition.
- Attended the Premier's breakfast at the Garcelon Civic Center.
- Attended all Town meetings.

Councillor Parker

- Attended the International Lumberjack Competition.
- Attended the Premier's breakfast at the Garcelon Civic Center.
- Attended all Town meetings.

Councillor Wheaton

- Attended a Chocolate Fest and Chocolate Museum Operating Committee meeting.
- Attended several Christmas Promotion meetings.
- Attended a concert in the David Alison Ganong Chocolate Park.
- Attended the 2019 Rotary “Run to Fuel Young Minds” run/walk; however, did not participate this year.

Councillor Harding

- Attended a Community Policing meeting on behalf of Mayor MacEachern and advised that the RCMP will not be attending the monthly Committees meetings in the future.
- Advised that the Town will receive RCMP quarterly reports.
- Advised that a contact to report off-road vehicles on town streets is Scott Keirvin, Off Road Vehicle Enforcement Officer with Department of Public Safety – 1-877-449-2244.
- Attended all Town meetings.
- Attended the Premier’s breakfast at the Garcelon Civic Center.

Councillor Chisholm

- Attended all Town meetings.
- Stated that it was Impressive to see the scale of the work undertaken to complete the disaster mitigation project for Billy Weston Brook.
- Stated that renovations are well underway at the Garcelon Civic Center for the relocation of the Town Office.

Mayor MacEachern

- Attended all Town meetings.
- Attended McDonald’s grand opening.
- Attended the Premier’s breakfast at the Garcelon Civic Center.
- Attended the Charlotte County Fall Fair.
- Attended the International Lumberjack Competition.
- Travelled to PEI to meet with a potential hotelier.
- Attended Greg Thompson’s, former MLA, funeral.

16. QUESTION PERIOD

There were no questions from the public.

17. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Hyslop
Seconded by Councillor Parker

168/19

THAT the meeting adjourn at 7:20 p.m. CARRIED



Mayor



Town Clerk

TOWN OF ST. STEPHEN

DESIGNATED HIGHWAYS
FIVE YEAR PRIORITIES

Year 2020

DTI Portion:

- Milltown Boulevard – Boundary to Hill (approx. 870 metres)
 - Add curb and gutter both sides (770m) and curb and gutter one side (100m), storm sewer improvements. (Estimate: \$546,000 + HST)

Total DTI Portion: \$546,000

Municipal Portion:

- Milltown Boulevard – Boundary to Hill (approx. 770 metres)
 - Replace sidewalk behind new curb and gutter. (Estimate: \$184,000 + HST)

Total Municipal Portion: \$184,000

Year 2021

DTI Portion:

- Milltown Boulevard – Boundary to Milltown Customs (approx. 1950 metres)
 - Mill and seal full width. (Estimate: \$478,000 + HST)

Total DTI Portion: \$478,000

Year 2022

DTI Portion:

- Church Street – Milltown Boulevard to Railway (approx. 1200 metres)
 - Mill & Seal - Church Street - Milltown Blvd. to Railway
 - Curb - Queensway to Railway, north side
 - Curb - Brewers Lane to Railway, south side
 - Add storm sewer where needed for adequate drainage.

Total DTI Portion: \$940,000

Year 2023 & 2024

DTI Portion:

- Pleasant Street – Milltown Boulevard to Town Limit – Phase I & II (approx. 1760 metres)
 - Curb - Pleasant St. - Milltown Blvd. to Spring St., north side (2700 metres)
 - Curb - Pleasant St. - Spring St. to Town limit (1510 metres)
 - Storm sewer (as required) - Spring St. to Town limit (1510 metres)

Total DTI Portion: \$1,850,000