

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, NOVEMBER 25, 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; Chief Administrative Officer Jeff Renaud; and Town Clerk Joan Flewelling.

3. **APPROVAL OF AGENDA**

AGENDA

Moved by Councillor Wheaton

Seconded by Councillor Harding

181/19 **THAT** the Agenda be approved with one (1) additional Financial Matter to be discussed in the closed session as per Section 68(1)(c) of the New Brunswick *Local Governance Act*. **CARRIED**

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 Hyslop

182/19 **THAT** the Minutes of the Regular Council meeting held on October 28, 2019 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Deputy Mayor Carr
Seconded by Councillor Chisholm

- 183/19** **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to September 30, 2019 be received. **CARRIED**

PAID BILLS

Moved by Councillor Harding
Seconded by Deputy Mayor Carr

- 184/19** **THAT** the paid bills in the amount of \$1,944,140.88 (one million, nine hundred and forty-four thousand, one hundred and forty dollars and eighty-eight cents) be received. **CARRIED**

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Hyslop
Seconded by Councillor Parker

- 185/19** **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 Wheaton
Seconded by Councillor Harding

- 186/19** **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 November 6, 2019 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Hyslop
Seconded by Deputy Mayor Carr

- 187/19** **THAT** the following staff reports for the month of October 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

BY-LAW NO. A-7.14 - A BY-LAW TO AMEND BY-LAW NO. A-7 "A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY" – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Parker
Seconded by Deputy Mayor Carr

- 188/19** **THAT** By-law No. A-7.14 – A By-law to Amend By-law No. A-7, "A By-law to Impose a Special Business Improvement Levy" – be given Second Reading – Reading in its Entirety. **CARRIED**

14. NEW BUSINESS

CHANGE OF DATE: DECEMBER 2019 REGULAR TOWN COUNCIL MEETING

Moved by Deputy Mayor Carr
Seconded by Councillor Wheaton

- 189/19** **THAT** the Council of the Town of St. Stephen changes the date of the December Regular Town Council Meeting from the fourth (4th) Monday, 23rd day of December, 2019 at 7:00 p.m., to the third (3rd) Monday, 16th day of December, 2019 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 SECURITY CAMERAS

Moved by Councillor Harding
Seconded by Councillor Chisholm

- 190/19** **THAT** the Council of the Town of St. Stephen approves the expenditure of up to \$20,500 (twenty thousand, five hundred dollars), plus HST, subject to normal procurement methodology, to install the second phase of security cameras at the Garcelon Civic Center.

AND THAT funding for the phase two system will be from a redirection of funds currently identified as contributions to the General Capital Reserve. **CARRIED**

APPROVAL OF MUSIC – CHRISTMAS SEASON OF 2019 AND NEW YEAR’S 2020 EVENTS

Moved by Councillor Parker
Seconded by Councillor Wheaton

- 191/19** **THAT** the Council of the Town of St. Stephen grants permission for music to be played at various events during the Christmas Season of 2019 and New Year’s 2020, either in the form of a live entertainer(s) or a speaker system, and at the discretion of the Town’s Events Development Coordinator. **CARRIED**

ACQUISITION OF DEPARTMENT OF TRANSPORTATION AND INFRASTRUCTURE PROPERTY – PID # 01307412

Moved by Deputy Mayor Carr
Seconded by Councillor Harding

- 192/19** **THAT** the Council of the Town of St. Stephen approves the purchase of property owned by the Department of Transportation and Infrastructure, known as PID # 01307412, which consists of a parcel of land containing approximately 1.17 hectares (2.89 acres), not to exceed \$60,300.00 (sixty thousand, three hundred dollars), plus applicable HST, along with legal fees, including any required registration fees and survey costs, for the purpose of owning the land where the Border Community Area Arena is located.

AND THAT the above-noted transaction is contingent on Provincial Ministerial approval.

AND FURTHER THAT the Chief Administrative Officer ensure that the required funds are identified in the 2020 municipal budget. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Carr

- Attended all Town meetings.
- Attended a meeting with the Chief Administrative Officer.

Councillor Hyslop

- Attended all Town meetings.
- Attended a meeting with the Chief Administrative Officer.
- Attended the Annual General Meeting of the Charlotte County Museum.
- Attended an annual gala of the St. Croix Chamber of Commerce.
- Participated in Midnight Madness.
- Curled in a Lincourt Manor nursing home fundraiser.
- Attended the Multicultural Association of Charlotte County's "International Holiday Celebration".

Councillor Parker

- Attended all Town meetings.
- Attended the Open House at the Beacon Waterfront Apartments.
- Attended the Remembrance Day Service.

Councillor Wheaton

- Attended all Town meetings.
- Attended a Coffee House at the St. Croix Vineyard.
- Attended the Remembrance Day Service in Milltown.
- Attended the Town Christmas tree lighting event.
- Participated in Midnight Madness.
- Curled in a Lincourt Manor nursing home fundraiser.
- Attended the Multicultural Association of Charlotte County's "International Holiday Celebration".
- Attended several Christmas Promotion meetings.

Councillor Harding

- Laid a wreath on behalf of the Town at the Remembrance Day Service in Milltown.
- Attended all Town meetings.
- Very pleased that the downtown was busy during Midnight Madness.

Councillor Chisholm

- Attended all Town meetings.
- Attended a Wall of Fame meeting in preparation for next year's banquet and induction ceremony.
- Attended the Open House at the Beacon Waterfront Apartments.
- Attended a meeting with the Chief Administrative Officer.
- Attended a meeting with the Director of Community Services.
- Attended the Remembrance Day Service.
- Attended the Town Christmas tree lighting event.

Mayor MacEachern

- Attended all Town meetings.
- Attended a Regional Economic Development meeting.
- Attended the Open House at the Beacon Waterfront Apartments.
- Laid a wreath on behalf of the Town at the Remembrance Day Service in St. Stephen.
- Attended meetings with provincial ministers.
- Attended the Town Christmas tree lighting event.
- Attended and was guest speaker at the Kiwanis Club annual Charter night.
- Attended a Lady Spartans hockey game.
- Attended many meetings.

16. QUESTION PERIOD

There were no questions from the public.

17. CLOSED SESSION

CLOSED SESSION

Moved by Councillor Chisholm

Seconded by Deputy Mayor Carr

193/19

THAT the Council of the Town of St. Stephen move into closed session to discuss one (1) Financial Matter as per Section 68(1)(c) of the New Brunswick *Local Governance Act*, and one (1) Labour and Employment Matter as per Section 68(1)(j) of the New Brunswick *Local Governance Act*.

AND THAT one (1) additional Financial Matter be discussed. **CARRIED**

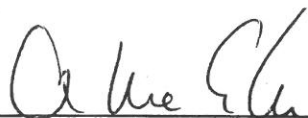
The Council came out of closed session at 8:35 p.m.

18. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Parker
Seconded by Deputy Mayor Carr

194/19 THAT the meeting adjourn at 8:35 p.m. CARRIED



Mayor



Town Clerk