

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, FEBRUARY 25, 2013 @ 7:00 P.M.

1. PRAYER

2. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Councillors Allan MacEachern, Mike Booth, Debbie MacDonald and Jim Maxwell; Chief Administrative Officer/Development Officer John Ferguson; and, Town Clerk Joan Flewelling.

ABSENT: Deputy Mayor John Ames and Councillor Marg Harding.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Maxwell

Seconded by Councillor MacEachern

37/13

THAT the Agenda be approved with three additions: Parks and Recreation Department – Vehicle Purchase – 2007 Dodge Dakota; Transfer from General Capital Reserve Fund; and Registration Fee - 2013 Communities In Bloom be added as 14. (h), (i) and (j), respectively, under NEW BUSINESS . **CARRIED**

4. CONFLICT OF INTEREST

There were no conflicts of interest declared.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

- (a) Hands-only CPR Demo – Peter Turnbull, Sarah Clark and Eric Grant, Paramedics with Ambulance NB provided a very informative “hands-only CPR” demonstration.

Mr. Turnbull invited the public to a free demonstration at the St. Stephen Fire Hall on Tuesday, February 26, 2013 at 7:00 p.m.

Mayor Quartermain thanked the Paramedics for their demonstration.

6. NOTICES OF MOTIONS

No notices of motions.

**MINUTES
REGULAR COUNCIL
FEBRUARY 25, 2013**

2

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Booth

Seconded by Councillor MacDonald

38/13 **THAT** the Minutes of the Regular Council meeting held on January 28, 2013 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor MacEachern

Seconded by Councillor Maxwell

39/13 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to January 31, 2013 be received. **CARRIED**

PAID BILLS

Moved by Councillor Maxwell

Seconded by Councillor Booth

40/13 **THAT** the paid bills in the amount of \$2,068,927.46 (two million, sixty-eight thousand, nine hundred and twenty-seven dollars and forty-six cents) be received.

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Booth

Seconded by Councillor MacDonald

41/13 **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 MacEachern

Seconded by Councillor Booth

42/13 **THAT** the Minutes of the Committee of Council meeting held on January 28, 2013 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Maxwell

Seconded by Councillor MacEachern

- 43/13 **THAT** the Minutes of the Committee of Council meeting held on February 4, 2013 be approved as circulated. **CARRIED**

COMMITTEES MEETING

Moved by Councillor MacEachern

Seconded by Councillor MacDonald

- 44/13 **THAT** the Minutes of the Committees meeting – Public Works; Planning, Promotion and Tourism; Finance and Administration; Police and Fire; Property, By-Laws and Environment; and Parks and Recreation held on February 13, 2013 be approved as circulated. **CARRIED**

11. **STAFF REPORTS**

STAFF REPORTS

Moved by Councillor Booth

Seconded by Councillor Maxwell

- 45/13 **THAT** the following staff reports for the month of January 2013 be adopted: Finance Department; Public Works Department; Department of Parks, Recreation and Property Management; Fire Department; Department of By-Laws and Building Inspection; and Development Office. **CARRIED**

12. **UNFINISHED BUSINESS**

No unfinished business.

13. **CONSIDERATION OF BY-LAWS**

BY-LAW NO. A-9 – A BY-LAW RESPECTING THE ADVISING COMMISSION OF THE TOWN OF ST. STEPHEN’S GARCELON CIVIC CENTER – THIRD AND FINAL READING – SHORT TITLE ONLY

Moved by Councillor MacEachern

Seconded by Councillor Maxwell

- 46/13 **THAT** By-Law No. A-9, being “A By-Law Respecting the Advising Commission of the Town of St. Stephen’s Garcelon Civic Center” – be given Third and Final Reading – Short Title Only. **CARRIED**

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor MacEachern

Seconded by Councillor MacDonald

- 47/13 **THAT** the Royal Canadian Mounted Police (RCMP) December 2012 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.
CARRIED

FUNDRAISING ROAD TOLL – ST. STEPHEN-MILLTOWN LIONS CLUB

Moved by Councillor MacEachern

Seconded by Councillor Maxwell

- 48/13 **THAT** the Council of the Town of St. Stephen approves the request from the St. Stephen-Milltown Lions Club to hold a fundraising road toll in the vicinity of 70 Prince William Street on Saturday, September 14, 2013 between the hours of 8:00 a.m. and 5:00 p.m., with an alternate date of Saturday, September 21, 2013 between the hours of 8:00 a.m. and 5:00 p.m. **CARRIED**

GRANT AND FOUNDATION SEARCH SOFTWARE

Moved by Councillor Booth

Seconded by Councillor Maxwell

- 49/13 **THAT** the Council of the Town of St. Stephen agrees in principle with the recommendation of the Chief Administrative Officer to purchase, for at least one year, a grant and foundation search software package from Metasoft Systems of Vancouver, British Columbia, which would simplify the search for grant and foundation applications.

AND FURTHER THAT the Chief Administrative Officer, as directed at a Finance and Administration Committee meeting on February 13, 2013, will advise Council when the Town is prepared to purchase the foundation software. **CARRIED**

OFF ROAD FIRE RESCUE UTILITY VEHICLE EQUIPMENT

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

- 50/13 **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted expenditure, not to exceed \$4,500.00 (four thousand, five hundred dollars), to be used towards the purchase of an off road fire rescue utility vehicle equipment for the St. Stephen Fire Department. **CARRIED**

DILLON CONSULTING LIMITED – CLIENT AUTHORIZATION TO PROCEED

Moved by Councillor MacDonald

Seconded by Councillor MacEachern

- 51/03 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign an Offer of Services for Dillon Consulting Limited retroactive to January 1, 2013 and expiring on December 31, 2013 to provide general planning advisory services for small tasks and individual budgets for each task will not exceed \$1,000.00 (one thousand dollars), and the overall standing offer budget will not exceed \$5,000.00 (five thousand dollars), without additional approvals from the Town Council. **CARRIED**

PROPOSED DEVELOPMENT OF CLARK COURT PROPERTY

Moved by Councillor Booth

Seconded by Councillor MacEachern

- 52/13 **THAT** the Council of the Town of St. Stephen supports the proposed development of the Clark Court property and approves and reconfirms the Agreement dated August 18, 2004 between The Town of St. Stephen and William Young.

AND FURTHER THAT, in addition to the above-noted approval and reconfirmation, the Chief Administrative Officer is directed to assist Mr. Young with his proposal through the use of the Town's "Housing Incentive Policy". **CARRIED**

SALE OF VEHICLE

Moved by Councillor Maxwell

Seconded by Councillor Booth

- 53/13 **THAT** the Council of the Town of St. Stephen authorizes the sale of the 1998 GMC ½ ton pickup, Serial # 1GTEC14M6WZ537833 to David Richardson in the amount of \$500.00, plus HST, based on the appraisal the Town received from Downey Ford Sales Ltd. **CARRIED**

PARKS AND RECREATION DEPARTMENT - VEHICLE PURCHASE – 2007

DODGE DAKOTA

Moved by Councillor Maxwell

Seconded by Councillor Booth

- 54/13 **THAT** the Council of the Town of St. Stephen authorizes the purchase of a used 2007 Dodge Dakota, Serial No. 1D7HE42K87S266946 for \$12,919.00 (twelve thousand nine hundred and nineteen dollars), including HST, and license fee from St. Croix Auto Ltd. **CARRIED**

TRANSFER FROM GENERAL CAPITAL RESERVE FUND

Moved by Councillor Booth

Seconded by Councillor Maxwell

- 55/13** **THAT** the amount of \$11,837.45 (eleven thousand eight hundred and thirty seven dollars and forty five cents) be transferred from the General Capital Reserve Fund to the General Capital Fund for the purchase of a 2007 Dodge Dakota for the Parks and Recreation Department. **CARRIED**

REGISTRATION FEE - 2013 COMMUNITIES IN BLOOM

Moved by Councillor Maxwell

Seconded by Councillor MacEachern

- 56/13** **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted expenditure in the amount of \$572.25 (five hundred and seventy-two dollars and twenty-five cents), including GST, in payment of the 2013 Communities in Bloom registration fee. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Councillor MacEachern

- Attended the Maxwell Crossing Bridge meeting at the St. Stephen Middle School Auditorium.
- Attended a Growth Initiative meeting.
- Attended Atlantic Canada Opportunities Agency's funding announcement at the VIC for the Garcelon Civic Center.
- Attended two meetings with staff from Progress Magazine of Halifax, NS.

Councillor Booth

- Attended a St. Stephen Development Board meeting.
- Will be attending a Planning Advisory Committee meeting in the near future.

Councillor MacDonald

- Attended a meeting on the proposed artificial turf field.
- Attended the soccer awards ceremony at the St. Stephen High School.
- Attended a Growth Initiative meeting.
- Attended two meetings with staff from Progress Magazine of Halifax, NS.
- Attended an Arena Board meeting.
- Attended various Civic Center meetings.

Councillor Maxwell

- Attended various Town meetings.
- Attended the Maxwell Crossing Bridge meeting at the St. Stephen Middle School Auditorium.
- Attended the grand opening of Home Support Services' new location.
- Attended Atlantic Canada Opportunities Agency's funding announcement at the VIC for the Garcelon Civic Center and toured the Civic Center site.
- Attended a Chocolate Museum Operating Committee meeting.

Mayor Quartermain

- Met the Leader of the Liberal Party at a reception hosted by Teneo Properties.
- Attended the grand opening of Home Support Services' new location.
- Attended the soccer awards ceremony at the St. Stephen High School.

16. QUESTION PERIOD

David Whittingham, Town resident and owner of the Blair House Bed and Breakfast, and Director on the Charlotte Coastal Region Tourism Association (CCRTA) Board expressed his concern over Council's decision not to provide any financial support to CCRTA in 2013, and asked Council to reconsider.

Mayor Quartermain suggested more detailed information be provided on where the money is spent and agreed with Mr. Whittingham's request for CCRTA to re-present at the next Committees meeting on Wednesday, March 13, 2013.

17. ADJOURNMENT

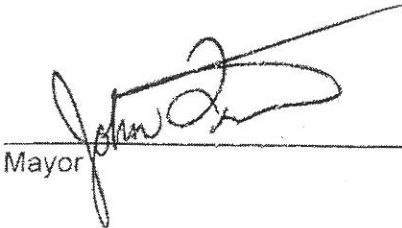
ADJOURNMENT

Moved by Councillor Maxwell

Seconded by Councillor Booth

57/13 THAT the meeting adjourn at 7:45 p.m. CARRIED

Mayor



Town Clerk

