

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, JULY 22, 2013 @ 7:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Deputy Mayor John Ames; Councillors Allan MacEachern, Marg Harding, Mike Booth, Debbie MacDonald and Jim Maxwell; Town Clerk Joan Flewelling; and Town Solicitor James Mosher.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Maxwell

Seconded by Councillor Harding

172/13 **THAT** the Agenda be approved with the deletion of (a), (b), (c) and (d) under 13. CONSIDERATION OF BY-LAWS requested by Mayor Quartermain. **CARRIED**

ADDITION TO AGENDA

Moved by Councillor Maxwell

Seconded by Councillor Harding

173/13 **THAT** the Agenda be further approved with one addition: Acting Chief Administrative Officer and Emergency Measures Co-Ordinator be added as (m) under 14. NEW BUSINESS requested by Mayor Quartermain. **MOTION**

DEFEATED

Deputy Mayor Ames voting in favour of the motion.

Councillor MacEachern voting in favour of the motion.

Councillor Harding voting in favour of the motion.

Councillor Maxwell voting in favour of the motion.

Councillor Booth voting against the motion.

Councillor MacDonald voting against the motion.

THEREFORE the above-noted motion was defeated without the unanimous consent to add to the agenda as outlined in Section 12.03(3) of the Town's By-Law No. A-2, "A By-Law Respecting Procedures of the Town Council and Town Administration".

ADDITION TO AGENDA

Moved by Councillor MacEachern

Seconded by Deputy Mayor Ames

174/13 **THAT** the Agenda be further approved with one addition requested by Mayor Quartermain: St. Stephen Wharf – Repairs be added as (m) under 14. NEW BUSINESS. **CARRIED**

**MINUTES
REGULAR COUNCIL
JULY 22, 2013**

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4. CONFLICT OF INTEREST

There were no conflicts of interest declared.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

- (a) Lost Fishermen's Memorial Association - Shelly Tinker and board members thanked the Town and accepted from Mayor Quartermain the Town's contribution to the erection of a Memorial Wall in honour of those lost at sea. Ms. Tinker left application forms for the public to complete if they wish to add names on the Memorial.

6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Deputy Mayor Ames

Seconded by Councillor MacEachern

- 175/13** **THAT** the Minutes of the Regular Council meeting held on June 24, 2013 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

- 176/13** **THAT** the Minutes of the Special Council meeting held on July 18, 2013 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor MacEachern

Seconded by Councillor Harding

- 177/13** **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to June 30, 2013 be received. **CARRIED**

PAID BILLS

Moved by Councillor MacEachern

Seconded by Councillor MacDonald

- 178/13** **THAT** the paid bills in the amount of \$1,741,149.74 (one million, seven hundred and forty-one thousand, one hundred and forty-nine dollars and seventy-four cents) be received. **CARRIED**

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Harding
Seconded by Councillor Booth

179/13 **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 Deputy Mayor Ames
Seconded by Councillor Maxwell

180/13 **THAT** the Minutes of the Committee of Council meeting held on June 25, 2013 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Harding
Seconded by Councillor MacDonald

181/13 **THAT** the Minutes of the Committee of Council meeting held on June 27, 2013 be approved as circulated. **CARRIED**

COMMITTEES MEETING

Moved by Deputy Mayor Ames
Seconded by Councillor Maxwell

182/13 **THAT** the Minutes of the Committees meeting – Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Finance and Administration; and Planning, Promotion and Tourism held on July 10, 2013 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Harding
Seconded by Councillor MacEachern

183/13 **THAT** the Minutes of the Committee of Council meeting held on July 15, 2013 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor MacDonald
Seconded by Councillor Booth

184/13 **THAT** the Minutes of the Committee of Council meeting held on July 17, 2013 be approved as circulated. **CARRIED**

COMMITTEE OF COUNCIL MEETING

Moved by Councillor Harding
Seconded by Councillor Maxwell

185/13 **THAT** the Minutes of the Committee of Council meeting held on July 18, 2013 be approved as circulated. **CARRIED**

Deputy Mayor Ames voting in favour of the motion.
Councillor Harding voting in favour of the motion.
Councillor Booth voting in favour of the motion.
Councillor MacDonald voting in favour of the motion.
Councillor Maxwell voting in favour of the motion.
Councillor MacEachern voting against the motion.

11. **STAFF REPORTS**

STAFF REPORTS

Moved by Councillor Harding
Seconded by Councillor Maxwell

186/13 **THAT** the following staff reports for the month of June 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**

No by-laws considered.

14. **NEW BUSINESS**

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Deputy Mayor Ames
Seconded by Councillor Booth

187/13 **THAT** the Royal Canadian Mounted Police (RCMP) June 2013 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**2014 NEW BRUNSWICK SPORTS HALL OF FAME ANNUAL BANQUET AND
INDUCTION CEREMONY COMMITTEE**

Moved by Deputy Mayor Ames

Seconded by Councillor Booth

188/13 **THAT** the Council of the Town of St. Stephen authorizes the establishment of a 2014 New Brunswick Sports Hall of Fame Annual Banquet and Induction Ceremony Committee (the Committee), consistent with the successful bid application submitted by the Chief Administrative Officer on March 14, 2013 with the following members:

- at least two (2) dedicated high profile sport builders and coaches;
- owner of Charlotte County GM car dealership;
- Chief Administrative Officer of the Town of St. Stephen;
- Best Western Plus Hotel owner;
- Executive Director of the Business Improvement Area (BIA);
- Executive Director of Development St. Stephen;
- Director of Parks, Recreation and Property Management;
- Assistant Director of Parks, Recreation and Property Management;
- at least two (2) members of the St. Stephen Town Council;
- Town of St. Stephen's Garcelon Civic Center Manager;
- Best Western Plus Hotel Manager;
- Best Western Plus Manager of Sales and Marketing;
- seasoned community volunteers;
- Town staff person - administrative support.

AND FURTHER THAT the Council authorizes the appointments of the following members to the Committee:

Mayor John Quartermain
Deputy Mayor John Ames
Councillor Debbie MacDonald
Councillor Jim Maxwell

CARRIED

ARTIFICIAL TURF FIELD COMMITTEE

Moved by Deputy Mayor Ames
Seconded by Councillor MacEachern

189/13 **THAT** the Council of the Town of St. Stephen authorizes the establishment of an Artificial Turf Field Committee (the Committee) with the following members:

Tony White, Chair
Mayor John Quartermain
Deputy Mayor John Ames
Councillor Debbie MacDonald
Mike O'Connell, Director, Parks, Recreation & Property Management

AND FURTHER THAT other members from the greater community will be invited to join, subject to Council approval.

AND ALSO FURTHER THAT terms of reference shall be established at the initial meetings of the Committee, and such terms shall be subject to Council approval.

CARRIED

**APPROVAL OF EVENT - CHARLOTTE COUNTY ALTERNATIVE
TRANSPORTATION ASSOCIATION INC. (CHARLOTTE DIAL A RIDE)**

Moved by Councillor Booth
Seconded by Councillor MacEachern

190/13 **THAT** the Council of the Town of St. Stephen approves the request from Charlotte Dial A Ride to hold a "ball drop" fundraiser on Hawthorne Street on Sunday, September 22, 2013 at 2:00 p.m. and assistance will be provided to drop the balls, as well as the proper placement of barricades. **CARRIED**

APPROVAL OF EVENT – INTERNATIONAL "HOMECOMING" FESTIVAL

Moved by Councillor MacEachern
Seconded by Councillor Harding

191/13 **THAT** the Council of the Town of St. Stephen grants permission to the International "Homecoming" Festival to hold its festival from Friday, August 2 to Sunday, August 11, 2013 as outlined in its brochure. **CARRIED**

DEMOLITION – 10 EATON STREET

Moved by Councillor Harding
Seconded by Councillor MacEachern

192/13 **THAT** the Council of the Town of St. Stephen declares 10 Eaton Street (PID # 01307644), Town of St. Stephen, to be unsightly as outlined in The Town of St. Stephen's By-Law No. S-12, "A By-Law Respecting Dangerous or Unsightly Premises", and authorizes the engagement of Disher Homes Ltd. of Dufferin, NB, to demolish the building, in the amount of \$5,593.50 (five thousand, five hundred and ninety-three dollars and fifty cents), including HST, being the low quote of three quotes obtained. **CARRIED**

DEMOLITION – 63/65 KING STREET

Moved by Councillor Harding
Seconded by Councillor MacDonald

- 193/13** **THAT** the Council of the Town of St. Stephen declares 63/65 King Street (PID # 15165954), Town of St. Stephen, to be unsightly as outlined in The Town of St. Stephen's By-Law No. S-12, "A By-Law Respecting Dangerous or Unsightly Premises", and authorizes the engagement of Disher Homes Ltd. of Dufferin, NB, to demolish the building, in the amount of \$44,036.10 (forty-four thousand, thirty-six dollars and ten cents), including HST, being the low quote of three quotes obtained.
CARRIED

PID 15193709 AND 15193717 - LAND TITLES CONVERSION DOCUMENTS

Moved by Councillor Harding
Seconded by Councillor Maxwell

- 194/13** **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute on behalf of the Town of St. Stephen a Form 2, Affidavit of Applicant with respect to PID 15193709 and PID 15193717 and an Appointment of Agent to Gregory C. MacDonald of the law firm MacDonald Ames, all in the form submitted to the Council for the Town of St. Stephen, and as previously directed to the Town Clerk in a Closed Committee meeting as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act* on July 15, 2013. **CARRIED**

RESCINDING OF RESOLUTION (APPOINTMENT - ACTING TOWN CLERK)

Moved by Councillor MacDonald
Seconded by Deputy Mayor Ames

- 195/13** **THAT** Resolution # 64/11 as stated in the Council Minutes of March 21, 2011, which reads

THAT the Council of the Town of St. Stephen appoints the Chief Administrative Officer (CAO) to act as the Town Clerk (Clerk), in the absence of the Clerk, and the CAO is authorized to direct a member of staff to act from time to time if he so desires.

CARRIED

be rescinded retroactive to July 18, 2013. **CARRIED**

APPOINTMENT - ACTING TOWN CLERK

Moved by Councillor Maxwell
Seconded by Councillor Booth

- 196/13** **THAT** the Council of the Town of St. Stephen appoints the Human Resource and Office Manager to act as the Town Clerk in the absence of the Town Clerk.
CARRIED

**THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER - BUILDING
CANADA FUND – MAJOR INFRASTRUCTURE COMPONENT
(CONTRIBUTION) AGREEMENT – AGREEMENT MANAGEMENT
COMMITTEE MEMBERS**

Moved by Councillor MacDonald
Seconded by Councillor Harding

- 197/13 **THAT** the Council of the Town of St. Stephen appoints John Quartermain, the Mayor of the Town of St. Stephen, to replace John Ferguson, former Chief Administrative Officer, as management committee member and committee co-chair, representing the Town of St. Stephen, on the Agreement Management Committee of the Building Canada Fund – Major Infrastructure Component (Contribution) Agreement with Infrastructure and Communities Canada signed and sealed on November 26, 2012, by the Mayor and Town Clerk and for the Town of St. Stephen's Garcelon Civic Center. **CARRIED**

Councillor MacEachern voting in favour of the motion.
Councillor Harding voting in favour of the motion.
Councillor Booth voting in favour of the motion.
Councillor MacDonald voting in favour of the motion.
Councillor Maxwell voting in favour of the motion.
Deputy Mayor Ames voting against the motion.

**THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER - INSTALLATION
OF TRANSFORMER PAD**

Moved by Deputy Mayor Ames
Seconded by Councillor MacDonald

- 198/13 **THAT** the Council of the Town of St. Stephen authorizes the unbudgeted capital expenditure of \$2,305.36 (two thousand, three hundred and five dollars and thirty-six cents) plus HST, to NB Power, for installation of a transformer pad to permit permanent connection of electrical power to the Town of St. Stephen's Garcelon Civic Center. **CARRIED**

ST. STEPHEN WHARF – REPAIRS

Moved by Councillor MacEachern
Seconded by Deputy Mayor Ames

- 199/13 **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted expenditure in the amount of \$7,265.90 (seven thousand, two hundred and sixty-five dollars and ninety cents), including HST, payable to Disher Homes Ltd. of Dufferin, NB, to cover repair costs at the St. Stephen Wharf. **CARRIED**

Councillor MacDonald thanked Councillor MacEachern for arranging for his uncle, Bill Campbell, who has extensive knowledge with respect to wharfs, to look at the wharf and he provided his opinion with no expense to the Town, which Council appreciated.

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor Ames

- Attended International Homecoming Festival meetings.
- Attended a BIA meeting.
- Attended a meeting at St. Stephen's University.
- Out-of-province and was absent from Committees meeting of July 10th.
- Extended best wishes to John Ferguson.
- Stated a security camera should be erected in the downtown area and will address the subject at next month's Committees meeting as a result of hearing that people have been victims of "date rape drugs".

Councillor MacEachern

- Attended many meetings.

Councillor Harding

- Interviewed by ATV news, at the request of Mayor Quartermain, on the subject of cross border shopping.
- Extended best wishes to John Ferguson.
- Thanked Deputy Mayor Ames for the information with respect to "date rape drugs".
- Stated June and July were busy months for both the RCMP and Fire Departments and commended them for their work.

Councillor Booth

- Attended many meetings.
- Toured the Charlotte County Museum with Doug Dougherty and Councillor MacEachern and will bring a report to next month's Committees meeting.

Councillor MacDonald

- Attended many meetings.
- Advised that Tony Reader, Town resident, thanked the Town for the work on the walking trail.
- Thanked Mike O'Connell, Director, Parks, Recreation & Property Management for the repairs to the walking trail.

Councillor Maxwell

- Attended many meetings.
- Attended a Chocolate Museum Operating Committee meeting.
- Extended best wishes to John Ferguson.

Mayor Quartermain

- Extended best wishes to John Ferguson.
- Commended the Fire Department and its many volunteers.

16. QUESTION PERIOD

There were no questions.

17. CLOSED SESSION

CLOSED SESSION

Moved by Deputy Mayor Ames

Seconded by Councillor MacEachern

200/13 **THAT** the Council of the Town of St. Stephen agree to move into closed session to discuss a financial matter as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*. **CARRIED**


18. ADJOURNMENT

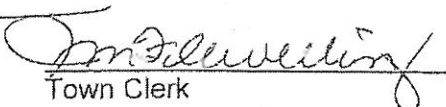
ADJOURNMENT

Moved by Deputy Mayor Ames

Seconded by Councillor MacEachern

201/13 **THAT** the meeting adjourn at 10:00 p.m. **CARRIED**


Mayor


Town Clerk