

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
JULY 23, 2012
7:00 P.M. – 9:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
 - (a) Rally in the St. Croix Valley – International Motorcycle Festival (July 1 – July 8, 2012 – Presentation by Bob Hamel, Canadian Chair
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – June 18, 2012
 - (b) Special Council Meeting – June 28, 2012
 - (c) Special Council Meeting – July 11, 2012
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
 - (c) Paid Bills – Conflict of Interest – NB Power
 - Cheque # 010499
 - Cheque # 010533
 - Cheque # 010566
 - Cheque # 003282
 - Cheque # 03295
 - Cheque # 03307
 - (d) Paid Bills – Conflict of Interest – St. Croix Printing and Publishing Company
 - Cheque # 010511
 - Cheque # 010609

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

- (a) Thank you card from Brayden Farrell, Class of 2012, "Irving Randall Todd Scholarship" recipient.

COMMUNICATION FOR ACTION

10. APPROVAL OF COMMITTEE MINUTES

- (a) Committees Meeting – Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Planning, Promotion and Tourism; and Finance and Administration – July 11, 2012
(b) Committee of Council – July 19, 2012

11. STAFF REPORTS

- (a) Treasury Department
(b) Public Works Department
(c) Department of Parks, Recreation and Property Management
(d) Fire Department
(e) Department of By-laws and Building Inspection
(f) Development Office

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

- (a) Emergency: By-Law Respecting Procedures of the Town Council and Town Administration
(b) 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'" – First Reading – Short Title Only
(c) 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'" – Second Reading – Reading in its Entirety
(d) 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'" – Third and Final Reading – Short Title Only
(e) By-Law No. T-1 – A By-Law to Regulate Vehicular Traffic – First Reading – Short Title Only
(f) By-Law No. Z-1.1 – "A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law" – First Reading – Short Title Only

14. NEW BUSINESS

- (a) Highway Usage Permit Addendum – Waterline – Valley Road
- (b) Pizza Delight Lease Extension Agreement
- (c) Royal Canadian Mounted Police Lease Agreement
- (d) Approval of Event – International “Homecoming” Festival
- (e) Approval of Event – N.B. Antique Auto Club, Passamaquoddy Region and the St. Stephen Area Chamber of Commerce – “Show and Shine”
- (f) The Town of St. Stephen’s Garcelon Civic Center – Construction Committee Composition
- (g) New Brunswick Association for Community Living – Transition to Work Program
- (h) Boys & Girls Club of Charlotte County Inc. - Grant

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

REGULAR COUNCIL MEETING

THAT the Minutes of the Regular Council meeting held on June 18, 2012 be approved as circulated.

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
JUNE 18, 2012 @ 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; Chief Administrative Officer/Development Officer John Ferguson; and, Town Clerk Joan Flewelling.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Maxwell

Seconded by Councillor Harding

102/12 **THAT** the Agenda be approved as circulated. **CARRIED**

4. CONFLICT OF INTEREST

Mayor Quartermain declared a conflict of interest on paid bills to NB Power and left Council Chambers at 7:18 p.m. and returned at 7:20 p.m. Deputy Mayor Ames assumed the Chair during the Mayor's absence.

Councillor MacEachern declared a conflict of interest on paid bills to the St. Croix Printing and Publishing Company and left Council Chambers at 7:20 p.m. and returned at 7:21 p.m.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

No petitions/presentations/proclamations.

6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Booth

Seconded by Deputy Mayor Ames

103/12 **THAT** the Minutes of the Regular Council meeting held on May 22, 2012 be approved as circulated. **CARRIED**

SPECIAL COUNCIL MEETING

Moved by Councillor Harding
Seconded by Councillor MacDonald

- 104/12 **THAT** the Minutes of the Special Council meeting held on May 30, 2012 be approved as circulated. **CARRIED**

8. **ACCOUNTS**

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Deputy Mayor Ames
Seconded by Councillor MacEachern

- 105/12 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to May 31, 2012 be received.
CARRIED

PAID BILLS

Moved by Councillor MacEachern
Seconded by Councillor MacDonald

- 106/12 **THAT** the paid bills in the amount of \$1,454,676.62 (one million, four hundred and fifty-four thousand, six hundred and seventy-six dollars and sixty-two cents) be ratified.
CARRIED

PAID BILLS: CONFLICT OF INTEREST – NB POWER

Moved by Councillor Maxwell
Seconded by Councillor Booth

- 107/12 **THAT** the following paid bills to Service New Brunswick (NB Power) be ratified:
- \$2,923.92 (two thousand, nine hundred and twenty-three dollars and ninety-two cents), Cheque #010350
 - \$11,632.58 (eleven thousand, six hundred and thirty-two dollars and fifty-eight cents), Cheque #010362
 - \$1,698.32 (one thousand, six hundred and ninety-eight dollars and thirty-two cents), Cheque #010388
 - \$8,815.54 (eight thousand, eight hundred and fifteen dollars and fifty-four cents), Cheque #003233
 - \$3,476.50 (three thousand, four hundred and seventy-six dollars and fifty cents), Cheque #03239 **CARRIED**

PAID BILLS: CONFLICT OF INTEREST – ST. CROIX PRINTING AND PUBLISHING COMPANY

Moved by Councillor Harding
Seconded by Deputy Mayor Ames

108/12 **THAT** the following paid bills to St. Croix Printing and Publishing Company be ratified:

- \$176.13 (one hundred and seventy-six dollars and thirteen cents), Cheque #010333
- \$3,940.77 (three thousand, nine hundred and forty dollars and seventy-seven cents), Cheque #010365
- \$312.39 (three hundred and twelve dollars and thirty-nine cents), Cheque #003230

CARRIED

9. **COMMUNICATIONS**

COMMUNICATION FOR INFORMATION FILE

Moved by Deputy Mayor Ames
Seconded by Councillor MacDonald

109/12 **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 Booth
Seconded by Councillor Harding

110/12 **THAT** the Minutes of the Committees meeting – Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Planning, Promotion and Tourism; Public Works; and Finance and Administration held on June 6, 2012 be approved as circulated. **CARRIED**

11. **STAFF REPORTS**

STAFF REPORTS

Moved by Councillor Maxwell
Seconded by Deputy Mayor Ames

111/12 **THAT** the following staff reports for the month of May 2012 be adopted: Treasury 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

APPOINTMENTS OF COMMITTEE STRUCTURE

Moved by Councillor Harding

Seconded by Councillor Booth

112/12

THAT the Council of the Town of St. Stephen accepts the following Chairs, appointed by the Mayor, of the six (6) Standing Committees and all members of Council shall participate as members of each Committee, with the Mayor as an *ex officio* member of each Committee as outlined in Section 10 of the Town of St. Stephen By-Law No A-2, "A By-Law Respecting Procedures of the Town Council and Town Administration":

- Finance and Administration – Chaired by Councillor Allan MacEachern
- Parks and Recreation – Chaired by Councillor Debbie MacDonald
- Planning, Promotion and Tourism – Chaired by Deputy Mayor John Ames
- Police and Fire – Chaired by Councillor Marg Harding
- Property, By-Laws and Environment – Chaired by Councillor Mike Booth
- Public Works – Chaired by Councillor Jim Maxwell

AND FURTHER THAT Council accepts the following Appointees to serve on the various agencies, boards or commissions:

- | | | |
|---|---|-----------------------------|
| • Arena Board | - | Councillor Allan MacEachern |
| • Civic Center Board | - | Councillor Debbie MacDonald |
| • Library Board | - | Mary Gilmore |
| • Planning Advisory Committee | - | Councillor Marg Harding |
| • Development Board | - | Councillor Mike Booth |
| • Business Improvement Area | - | Deputy Mayor John Ames |
| • Charlotte County Museum | - | Councillor Mike Booth |
| • Chocolate Museum Operating Committee | - | Councillor Jim Maxwell |
| • Chocolate Fest | - | Councillor Jim Maxwell |
| • International Festival | - | Deputy Mayor John Ames |
| • Charles F. Todd Scholarship Committee | - | Mayor John Quartermain |
| • Civic Center Construction Committee | - | Mayor John Quartermain |
| | - | Councillor Debbie MacDonald |

CARRIED

APPROVAL OF EVENT - RALLY IN THE ST. CROIX VALLEY – INTERNATIONAL MOTORCYCLE FESTIVAL

Moved by Councillor Booth
Seconded by Deputy Mayor Ames

113/12 **THAT** the Council of the Town of St. Stephen grants permission to Rally in the St. Croix Valley to hold its International Motorcycle Festival from Sunday, July 1 to Sunday, July 8, 2012 as outlined in its schedule of activities

AND FURTHER THAT permission is granted:

- to set-up a vendor village on the waterfront between Pizza Delight and the Old Town Hall;
- to erect a stage between Pizza Delight and the horse pull area for nightly entertainment, plus 20 – 25 vendors; and
- to receive a temporary power supply on the waterfront area from the Town.

CARRIED

APPROVAL OF EVENT – N. B. ANTIQUE AUTO CLUB, PASSAMAQUODDY REGION – SHOW AND SHINE

Moved by Councillor Harding
Seconded by Councillor MacDonald

114/12 **THAT** the Council of the Town of St. Stephen grants permission to the N. B. Antique Auto Club, Passamaquoddy Region, to play music at its “Show and Shine” event on Saturday, July 7, 2012 from 7:00 p.m. – 9:00 p.m. at the Heritage Parking Lot.

CARRIED

AMENDING OF RESOLUTION (AWARDING OF TENDER: MUNICIPAL UTILITY UPGRADES AND STREET RECONSTRUCTION – WEST STREET AND DOW STREET, ST. STEPHEN, NB – PROJECT NO. 12-6198)

Moved by Councillor MacEachern
Seconded by Councillor Harding

115/12 **THAT** Resolution # 92/12 as stated in the Minutes of May 22, 2012, which reads

AWARDING OF TENDER: MUNICIPAL UTILITY UPGRADES AND STREET RECONSTRUCTION – WEST STREET AND DOW STREET, ST. STEPHEN, NB – PROJECT NO. 12-6198

THAT of the six (6) tenders received, the low tender of \$648,692.48 (six hundred and forty-eight thousand, six hundred and ninety-two dollars and forty-eight cents), including HST, from H. E. Merchant and Sons Ltd. of St. George, NB, for municipal utility upgrades and street reconstruction on West and Dow Streets be accepted. **CARRIED**

be amended by adding the words, “contingent on receiving funding authorization by Ministerial Order from the Province of New Brunswick” after the word “accepted”.

CARRIED

**BUSINESS IMPROVEMENT AREA (BIA) – 2012/2013 LUMBERJACKS
CHALLENGE TV SERIES**

Moved by Deputy Mayor Ames

Seconded by Councillor MacEachern

- 116/12 **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted expenditure of \$2,500.00 (two thousand, five hundred dollars) to the St. Stephen Business Improvement Area (BIA) to be used for the 2012/2013 Lumberjacks Challenge TV Series contingent on funding from other sources adequate for the event to proceed.
CARRIED

**APPROVAL OF AGREEMENTS – MUNICIPAL SERVICES EASEMENT, RIGHT-
OF-WAY AND RELEASE OF RIGHT-OF-WAY**

Moved by Deputy Mayor Ames

Seconded by Councillor MacDonald

- 117/12 **WHEREAS** Piskehegan Properties Ltd. is the owner of the real property located in the Town of St. Stephen at 42-46 Milltown Blvd., being PID0130626 (hereinafter the "Piskehegan Property");

AND WHEREAS the Town of St. Stephen is the owner of the real property located in the Town of St. Stephen at 50 Milltown Blvd., being PID 01306042 (hereinafter the "Town Property");

AND WHEREAS there exists a public boat ramp located on the Town Property, the most convenient access for which is had by crossing the Piskehegan Property;

AND WHEREAS there are municipal services which cross the Piskehegan Property for which no easement has been granted;

AND WHEREAS there is a ten (10) foot right-of-way which is located three (3) feet on the Piskehegan Property and seven (7) feet on the Town Property;

AND WHEREAS the building located on the Piskehegan property encroaches upon the three (3) foot easement encumbering the Piskehegan Property;

AND WHEREAS Piskehegan Properties Ltd. wishes to sell the Piskehegan Property and to do so must have the three (3) foot easement encumbering the Piskehegan Property released;

AND WHEREAS in exchange for the release of the three (3) foot easement by the Town of St. Stephen, Piskehegan Properties Ltd. has agreed to release the seven (7) foot easement encumbering the Town Property and to grant an easement to the Town of St. Stephen for public access to the boat ramp located on the Town Property as well as to grant a Municipal Services Easement over the Piskehegan Property at the location where such services are currently installed;

**MINUTES
REGULAR COUNCIL
JUNE 18, 2012**

AND WHEREAS Council has reviewed a draft of proposed agreements between Piskehegan Properties Ltd. and the Town of St. Stephen wherein Piskehegan Properties Ltd. will grant to the Town of St. Stephen a Municipal Services Easement and a right-of-way for public use over and across the Piskehegan Property and, where by separate agreement, the Town of St. Stephen and Piskehegan Properties Ltd. will each release their portion of the ten (10) foot right-of-way over and along the shared boundary of the Piskehegan Property and the Town Property (the "Agreements");

AND WHEREAS it is considered to be in the best interests of the citizens of the Town of St. Stephen to proceed with the Agreements on the terms and conditions contained in the draft Agreements;

NOW THEREFORE BE IT RESOLVED as a Resolution of Council that:

1. The Town of St. Stephen enter into the Agreements with Piskehegan Properties Ltd. substantially in the form of the draft Agreements presented to and reviewed by Council; and
2. The Mayor and Clerk of the Town of St. Stephen be and are hereby authorized to execute the Agreements on behalf of the Town of St. Stephen and to affix the corporate seal of the Town of St. Stephen thereto. **CARRIED**

CHANGE OF DATE: JULY REGULAR TOWN COUNCIL MEETING

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 118/12** **THAT** the Council of the Town of St. Stephen changes the date of the July Regular Town Council Meeting from the third (3rd) Monday, 16th day of July, 2012 at 7:00 p.m., to the fourth (4th) Monday, 23rd day of July, 2012 at 7:00 p.m. as outlined in Section 9.01(1) of By-Law No. A-2, "A By-Law Respecting Procedures of the Town Council and Town Administration". **CARRIED**

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor Ames

- Attended an International Homecoming Festival meeting.
- Attended a meeting in Saint John with the Mayor and Councillor MacEachern with respect to economic development and border security.

Councillor Booth

- Had no comments this month.

Councillor MacDonald

- Attended a meeting in Saint John with respect to the Civic Center architectural plans.
- Looks forward to a busy year with the construction of the Civic Center.

Councillor Maxwell

- Attended the official opening of the Bayview Credit Union and assisted with the ribbon cutting.
- Attended an open house at The Chocolate Museum.
- Attended various Town meetings.
- Pleased to see the work being done at the Civic Center site.
- Congratulated Mayor Quartermain on his first Council meeting.

Councillor Harding

- Pleased to be back on Council after four years (served 2004 – 2008).
- Pleased to be the Chair of the Police & Fire Committee once again.
- Stated the new Council is an excellent, diverse Council, and spending must be decreased.

Councillor MacEachern

- Planted flowers in preparation for the Town's participation in "Communities in Bloom".
- Attended the Sports Award Banquet at SSHS.
- Attended the official opening of the Bayview Credit Union.

Mayor Quartermain

- Attended various meetings.
- Attended a very positive meeting in Saint John where David Moloney, Senior Advisor to the Privy Council Office, responsible for the Border Action Plan Implementation, was the guest speaker, and such plan should facilitate trade and improve economic development for the community.

16. QUESTION PERIOD

Patrick Cummins, a citizen, stated his concern over the payment of temporary parking spaces for the employees of the Provincial building. He also stated that the Council package should be scanned and placed on the Town's website, and was advised that scanning problems had occurred in the past, but that it will be revisited in the near future.

17. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor Ames

Seconded by Councilor Harding

119/12 THAT the meeting adjourn at 7:55 p.m. CARRIED

Mayor

Town Clerk

AGENDA
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
JUNE 18, 2012
7:00 P.M. – 9:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
 - (a) Regular Council Meeting – May 22, 2012
 - (b) Special Council Meeting – May 30, 2012
8. ACCOUNTS
 - (a) Statements of Revenue and Expenditure
 - (b) Paid Bills
 - (c) Paid Bills – Conflict of Interest – NB Power
 - Cheque # 010350
 - Cheque # 010362
 - Cheque # 010388
 - Cheque # 003233
 - Cheque # 03239
 - (d) Paid Bills – Conflict of Interest – St. Croix Printing and Publishing Company
 - Cheque # 010333
 - Cheque # 010365
 - Cheque # 003230
9. COMMUNICATIONS
COMMUNICATION FOR INFORMATION
 - (a) Thank you card from Tim Tozer.
 - (b) Thank you from SSMS Bobcats.
 - (c) Letter from Mayor Quartermain to SSMS dated June 1, 2012.
 - (d) Letter from Honourable Keith Ashfield to Mayor Quartermain dated May 23, 2012.
 - (e) Letter from Mayor Quartermain to Honourable Keith Ashfield dated June 1, 2012.

- (f) Letter from President & CEO, Saint John Airport Inc. to Mayor Quartermain dated May 23, 2012.
- (g) Letter from Mayor Quartermain to President & CEO, Saint John Airport Inc. dated June 1, 2012.

COMMUNICATION FOR ACTION

10. APPROVAL OF COMMITTEE MINUTES

- (a) Committees Meeting – Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Planning, Promotion and Tourism; Public Works; and Finance and Administration – June 6, 2012

11. STAFF REPORTS

- (a) Treasury Department
- (b) Public Works Department
- (c) Department of Parks, Recreation and Property Management
- (d) Fire Department
- (e) Department of By-laws and Building Inspection
- (f) Development Office

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

14. NEW BUSINESS

- (a) Appointments of Committee Structure
- (b) Approval of Event – Rally in the St. Croix Valley – International Motorcycle Festival
- (c) Approval of Event – N. B. Antique Auto Club, Passamaquoddy Region – Show and Shine
- (d) Amending of Resolution (Awarding of Tender: Municipal Utility Upgrades and Street Reconstruction – West Street and Dow Street, St. Stephen, NB – Project No. 12-6198)
- (e) Business Improvement Area (BIA) – 2012/2013 Lumberjacks Challenge TV Series
- (f) Approval of Agreements – Municipal Services Easement, Right-of-Way and Release of Right-of-Way
- (g) Change of Date: July Regular Town Council Meeting

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. ADJOURNMENT

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

SPECIAL COUNCIL MEETING

THAT the Minutes of the Special Council meeting held on June 28, 2012 be approved as circulated.

SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
THURSDAY, JUNE 28, 2012 @ 4:00 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; CAO/Development Officer John Ferguson; Treasurer Tim Tozer; Town Clerk Joan Flewelling.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Booth

Seconded by Deputy Mayor Ames

120/12 THAT the Agenda be approved as circulated. **CARRIED**

4. CONFLICT OF INTEREST

There were no conflicts of interest declared.

5. NEW BUSINESS

- (i) Land Matter - Motion to move into closed session as per Section 10.2(4)(c),(f) and (g) of the New Brunswick *Municipalities Act*
- (ii) Legal Matter - Motion to move into closed session as per Section 10.2(4)(f) of the New Brunswick *Municipalities Act*
- (iii) Information Session – Motion to move into closed session as per Section 10.2(4)(a), (b), (c), (d), (e), (f), (g) and (j) of the New Brunswick *Municipalities Act*

121/12 It was MOVED by Councillor Harding and SECONDED by Councillor MacEachern that the above-noted three items be moved into closed session as per Section 10.2(4) of the New Brunswick *Municipalities Act*. **CARRIED**

6. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Booth

Seconded by Deputy Mayor Ames

122/12 THAT the meeting adjourn at 7:00 p.m. CARRIED

Mayor

Town Clerk

AGENDA
SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
THURSDAY, JUNE 28, 2012 @ 4:00 P.M.

1. PRAYER

2. RECORDING OF ATTENDANCE

3. APPROVAL OF AGENDA

4. CONFLICT OF INTEREST

5. NEW BUSINESS

- (i) Land Matter - Motion to move into closed session as per Section 10.2(4)(c),(f) and (g) of the New Brunswick *Municipalities Act*
- (ii) Legal Matter - Motion to move into closed session as per Section 10.2(4)(f) of the New Brunswick *Municipalities Act*
- (iii) Information Session – Motion to move into closed session as per Section 10.2(4)(a), (b), (c), (d), (e), (f), (g) and (j) of the New Brunswick *Municipalities Act*

6. ADJOURNMENT

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

SPECIAL COUNCIL MEETING

THAT the Minutes of the Special Council meeting held on July 11, 2012 be approved as circulated.

SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
JULY 11, 2012 @ 8:40 P.M.

1. **RECORDING OF ATTENDANCE**

PRESENT: Mayor John Quartermain; Deputy Mayor John Ames; Councillors Allan MacEachern, Marg Harding, Mike Booth, Debbie MacDonald and Jim Maxwell; CAO/Development Officer John Ferguson; Treasurer Tim Tozer; Town Clerk Joan Flewelling.

2. **APPROVAL OF AGENDA**

AGENDA

Moved by Deputy Mayor Ames
Seconded by Councillor Harding

123/12 **THAT** the Council of the Town of St. Stephen moves from a Closed Committee meeting as per Section 10.2(4) of the *New Brunswick Municipalities Act* and accepts the recommendation of the Mayor to call an emergency Special Council meeting and approves the agenda. **CARRIED**

3. **CONFLICT OF INTEREST**

There were no conflicts of interest.

4. **NEW BUSINESS**

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

Moved by Councillor MacDonald
Seconded by Councillor Maxwell

124/12 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the Building Canada Fund – Major Infrastructure Component (Contribution) Agreement with Infrastructure and Communities Canada for The Town of St. Stephen's Garcelon Civic Center. **CARRIED**

Deputy Mayor Ames voting in favour of the motion.

Councillor MacEachern voting in favour of the motion.

Councillor MacDonald voting in favour of the motion.

Councillor Maxwell voting in favour of the motion.

Councillor Harding voting against the motion.

Councillor Booth voting against the motion.

After the meeting, Councillor Harding advised that she inadvertently voted against the motion.

5. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Harding

Seconded by Deputy Mayor Ames

125/12 THAT the meeting adjourn at 8:50 p.m. CARRIED

Mayor

Town Clerk

AGENDA
SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
WEDNESDAY, JULY 11, 2012 @ 8:40 P.M.

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. CONFLICT OF INTEREST

4. NEW BUSINESS
 - (i) The Town of St. Stephen's Garcelon Civic Center – Building
Canada Fund – Major Infrastructure Component (Contribution)
Agreement

5. ADJOURNMENT

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

STATEMENTS OF REVENUE AND EXPENDITURE

THAT the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to June 30, 2012 be received.

**Town of St. Stephen
Water and Sewerage Operating Fund
Statement of Revenue and Expenditure
(Unaudited)**

	Actual To Date For the Six Months Ending June 30, 2012	Budget For the Year Ending December 31, 2012	Remaining	Percentage Used
Revenue				
Sale of Service	\$1,012,533	\$2,068,052	\$1,055,519	49%
Other Revenue From Own Service	89,683	136,364	46,681	66%
Total Revenue	<u>1,102,216</u>	<u>2,204,416</u>	<u>1,102,200</u>	<u>50%</u>
Expenditures				
Water Supply	437,410	1,001,446	564,036	44%
Sewerage Collection and Disposal	275,657	638,097	362,440	43%
Fiscal Services	269,292	564,873	295,581	48%
Total Expenditures	<u>982,359</u>	<u>2,204,416</u>	<u>1,222,057</u>	<u>45%</u>
Surplus (Deficit)	<u>\$119,857</u>	<u>\$0</u>		

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

PAID BILLS

THAT the paid bills in the amount of \$902,185.11 (nine hundred and two thousand, one hundred and eighty-five dollars and eleven cents) be ratified.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

PAID BILLS: CONFLICT OF INTEREST – NB POWER

THAT the following paid bills to Service New Brunswick (NB Power) be ratified:

- \$233.38 (two hundred and thirty-three dollars and thirty-eight cents), Cheque #010499
- \$11,630.44 (eleven thousand, six hundred and thirty dollars and forty-four cents), Cheque #010533
- \$3,859.11 (three thousand, eight hundred and fifty-nine dollars and eleven cents), Cheque #010566
- \$3,568.46 (three thousand, five hundred and sixty-eight dollars and forty-six cents), Cheque #003282
- \$5,687.00 (five thousand, six hundred and eighty-seven dollars and zero cents), Cheque #03295
- \$5,703.67 (five thousand, seven hundred and three dollars and sixty-seven cents), Cheque #03307

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

PAID BILLS: CONFLICT OF INTEREST – ST. CROIX PRINTING AND PUBLISHING COMPANY

THAT the following paid bills to St. Croix Printing and Publishing Company be ratified:

- \$877.80 (eight hundred and seventy-seven dollars and eighty cents), Cheque #010511
- \$941.04 (nine hundred and forty-one dollars and four cents), Cheque #010609

TOWN OF ST. STEPHEN BILLS PAID TO BE RATIFIED (GENERAL CAPITAL FUND):

June 2012

Interim:

Frank G. Godsoe Chartered Accountant (Project Accounting and Consulting for Month of May, 2012, Cheque #036 - Garcelon Civic Centre)	2,508.60
Town of St. Stephen (Expenditures Paid Out of General Operating to December 31, 2011, Net of Recoverable HST, Cheque #037 - Garcelon Civic Centre)	42,447.37
Town of St. Stephen General Operating Fund (Fund Transfer HST Refund, January - March, 2012 - Transfer to General Operating Fund Bank Account, Cheque #1025)	7,625.94
Total	<u>\$52,581.91</u>

**TOWN OF ST. STEPHEN BILLS PAID TO BE RATIFIED
(CHARLES F. TODD TRUST FUND):**

June 2012

Royal Canadian Legion, Milltown Branch No. 48 (2012 Income Distribution, Cheque #50)	200.00
Volunteer Centre of Charlotte County, Inc. (2012 Income Distribution, Cheque #51)	6,478.20
Total	<u><u>\$6,678.20</u></u>

TOWN OF ST. STEPHEN BILLS PAID TO BE RATIFIED (BANK TRANSFER PAYMENTS):

June 2012

Visa:

John Ferguson (CAO Travel, Computer Goods)	57.81
Jed Purcell (General Government Other Council Expenses)	223.92
Total	<u><u>\$281.73</u></u>

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Number	Issued	Recipient	Amount	SC	Status	StatDate
010406	06/02/12 06/02/12*	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES BC-PRINCIPAL	51000.00 51000.00	A/P	OUT-STD	
010407	06/02/12 06/02/12	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES BC-INTEREST	8957.50 8957.50	A/P	OUT-STD	
010408	06/11/12 06/11/12*	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES BA-PRINCIPAL	46000.00 46000.00	A/P	OUT-STD	
010409	06/11/12 06/11/12	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES BA-INTEREST	7799.50 7799.50	A/P	OUT-STD	
010410	06/13/12 06/13/12	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AU-INTEREST	8139.25 8139.25	A/P	OUT-STD	
010411	06/13/12 06/13/12*	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AU-PRINCIPAL	65000.00 65000.00	A/P	OUT-STD	
010412	06/22/12 06/22/12	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AZ-INTEREST	4145.75 4145.75	A/P	OUT-STD	
010433	06/01/12 JUNE01/12*	HERITAGE COURT HOLDINGS LIMITED GG-TOWNHALL-LEASE PAYMENT	5475.95 5475.95	A/P	OUT-STD	
010454	06/04/12 36THCONFERENCE	A.M.A.N.B. GG-TOWNCLERK-36TH CONFERENCE	300.00 300.00	A/P	OUT-STD	
010455	06/04/12 86312	KEM CANADA MFG PS-FIRE-ENVIROTERRA, SHIP SHAP	570.55 570.55	A/P	OUT-STD	
010456	06/04/12 382734 382805 383493 386184 386530 388833 392588 395513 395646	KENT BUILDING SUPPLIES RC-REC-WHEEL REPLACEMENT KIT, RC-PARKS-SICO STN PS-FIRE-SCREWS, BOLTS, NUTS RC-PARKS-NUTS, REPAIR COUPLING RC-HORT-ANGLE WD HNDL POLYESTE RC-PARKS-BATTERIES, FLASHLIGHT RC-PARKS-TILE/CEILING RADAR RC-PARKS-BLEACHER ROOFS RC-PARKS-U-BOLTS	52.09 67.24 12.97 63.30 18.08 88.00 38.41 643.93 27.63 1011.65	A/P	OUT-STD	
010457	06/04/12	LIFESAVING SOCIETY - NB Branch				

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	2012-546	RC-POOL-FIRST AID MANUAL	316.85			
			316.85	A/P	OUT-STD	
010458	06/04/12	LINDE CANADA				
	45125319	PS-FIRE-EXTINGUISHER SUPPLIES	99.84			
	45161259	TS-SHOP-ACETYLENE WS, NITROGEN	22.49			
			122.33	A/P	OUT-STD	
010459	06/04/12	LSW WEAR PARTS LTD.				
	34905	TS-#34 #35-10X32 POLY ZZ CONVO	480.25			
			480.25	A/P	OUT-STD	
010460	06/04/12	MINISTER OF FINANCE				
	549938	TS-199 UNION ST-BOILER REGISTR	50.00			
			50.00	A/P	OUT-STD	
010461	06/04/12	O'CONNELL MIKE				
	MAY22/12	RC-DIRPM/PR-RFANS-EMO CONFEREN	772.50			
			772.50	A/P	OUT-STD	
010462	06/07/12	FUNDY BUILDING INSPECTION & DRAFTIN				
	12-065	PS-BUILDINSPECT-FEE, MILEAGE	2154.06			
			2154.06	A/P	OUT-STD	
010463	06/07/12	MCINNES COOPER				
	201210981	GG-LEGAL-DEMOLITION, LEASE, CO	282.50			
	201210997	GG-TOWN-MUNICIPALITY POSITION	226.00			
			508.50	A/P	OUT-STD	
010464	06/07/12	MINISTER OF FINANCE				
	WEEK23/12	EMPLOYEE DEDUCTIONS-JUN 8-14	209.30			
			209.30	A/P	OUT-STD	
010465	06/07/12	ORCHARD'S PAINT & PAPER LTD.				
	22663	RC-PARKS-PAINT BRUSH, THINNER	24.84			
			24.84	A/P	OUT-STD	
010466	06/07/12	ORR ELECTRIC & ALARM LTD.				
	522	RC-MILL POOL-INSTALL FLOOD LIG	954.85			
	529	RC-PARKS-COTTON MILL MONUMENT	1017.36			
			1972.21	A/P	OUT-STD	
010467	06/07/12	RUSSEL METALS INC.				
	04319937	TS-SHOP-HOLLOW STRUCTURAL RECT	89.84			
			89.84	A/P	OUT-STD	
010468	06/07/12	SAUNDERS EQUIPMENT LTD.				
	43431	TS-#21-THROTTLE CABLE	293.00			
			293.00	A/P	OUT-STD	
010469	06/07/12	SHANNON MICHAEL				
	WEEK23/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK23/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			365.44	A/P	OUT-STD	

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010470	06/07/12	SOURCE ONE SUPPLIES				
	24847	RC-LIBRARY-BATH TISSUE	36.02			
	24944	RC-VICCNTRE-URINAL BLOCKS, GAR	586.50			
			622.52	A/P	OUT-STD	
010471	06/07/12	SOUTHERN SANITATION LTD.				
	14135	TS/RC-SHOP/ARENA-GARBAGE COLLE	475.96			
	14136	TS/RC-SHOP/ARENA-GARBAGE COLLE	475.96			
			951.92	A/P	OUT-STD	
010473	06/07/12	STATIONERY PLUS				
	300535	RC-HORT-COMP.BOOK, PENS, HILIT	19.87			
	300614	RC-REC-CRAYONS, PENCIL, GLUE	34.23			
	300674	GG-TOWN-PAPER, TONER, STAPLES	211.87			
	300761	GG-TOWN-PRINTER TONER	245.78			
	300988	GG-TREAS-STAPLES, PENCIL	3.48			
	301110	PS-FIRE-STICK ON LETTER	6.69			
	301132	GG-TOWN-PENCIL SHARPENER	6.73			
	301289	PS-FIRE-PAPER	77.16			
	301290	PS-FIRE-STAPLER	8.45			
	301295	GG-TOWN-PAPER, WHITEOUT, CLIPS	156.88			
	301477	GG-TOWN HALL-SENTRY SAFE	516.41			
	301552	GG-TOWN-PENS, FILE FOLDERS	9.90			
	301565	GG-TOWN CLERK-STENO BK, PENS,	29.33			
	301593	GG-TOWN-BANKER BOXES, FILES	23.64			
	301604	RC-PARKS-TAPE, CALCULATOR, PEN	73.08			
	301605	RC-PARKS-SCISSORS, POSTER BRD.	18.84			
301623	RC-PARKS-POSTER BOARD	0.53				
			1442.87	A/P	OUT-STD	
010474	06/07/12	TAC INDUSTRIES LTD.				
	193	TS-#21-HYDRAULIC HOSE & FITTN	518.03			
	195	TS-#22-HYDRAULIC HOSE & FITTN	556.19			
			1074.22	A/P	OUT-STD	
010475	06/07/12	TERRA CONSULTANTS LTD.				
	I-18127	GG-TOWNHALL-SYMANTEC RENEWAL	1017.00			
			1017.00	A/P	OUT-STD	
010488	06/11/12	A.M.A.N.B.				
	2012-13	RC-DIRPR/PM-36TH CONFERENCE	300.00			
			300.00	A/P	OUT-STD	
010489	06/11/12	CANADIAN SPRINGS				
	9905877095	GG-TOWN-WATER	25.04			
	9905896074	PS-RCMP-WATER	60.75			
			85.79	A/P	OUT-STD	
010490	06/11/12	CHAR CO CHEVROLET PONTIAC BUICK GMC				

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	33907	TS-#4-FILTERS	19.75			
			19.75	A/P	OUT-STD	
010491	06/11/12	COX ELECTRONICS & COMMUNICATIONS				
	2-1609825	PS-FIRE-COMPUTER LABOUR	50.79			
			50.79	A/P	OUT-STD	
010492	06/11/12	FRANK G GODSOE CHARTERED ACCOUNTANT				
	257	GG-TREASURY-UTILITY REC - JAN	2189.38			
	259	GG-TREASURY-AUDIT HELP	146.90			
	263	GG-AUDIT-REFILING PULLED PAYAB	45.20			
	264	GG-TREASURY-HST, PENSION, PAYR	2378.65			
			4760.13	A/P	OUT-STD	
010493	06/11/12	MINISTER OF FINANCE				
	11368891MAY12	GG-TOWNHALL-TELEPHONES	1365.72			
	11378668MAY12	PS/TS-199UNIONST-TELEPHONES	357.47			
	11395944MAY12	TS/PS-199UNIONST-TELEPHONES	854.46			
	15772965MAY12	RC-REC/POOLS-TELEPHONES	347.14			
	46435731MAY12	RC-PARKS-CHOC PARK CAMERAS	58.70			
			2983.49	A/P	OUT-STD	
010494	06/11/12	O'CONNELL MIKE				
	MAY23/12	RC-HORT-SUPERSTORE GIFT CARDS	500.00			
	MAY24/12	RC-DIRPM/PR-BUSINESS LAW II	703.00			
	MAY24/12*	RC-DIRPR/PM-MARKETING MANAGEMN	400.00			
			1603.00	A/P	OUT-STD	
010495	06/11/12	RICHARDSON JEFF				
	JUNE4/12	PS-FIRE-NB FIRE CHIEFS CONFERE	430.24			
			430.24	A/P	OUT-STD	
010496	06/11/12	ROYAL CANADIAN LEGION #9				
	MAY30/12	GG-CIVIC-COUNCIL SWEARING IN	113.00			
			113.00	A/P	OUT-STD	
010498	06/11/12	TEED SAUNDERS DOYLE & CO.				
	APRIL23/12	GG-TREASURY-YEAR 2011 AUDIT	5003.08			
	MAY22/12	GG-TREASURY-PREP AUDITED GAS T	957.11			
			5960.19	A/P	OUT-STD	
010499	06/11/12	SERVICE NEW BRUNSWICK				
	19051703JUN12	TS-AIRPORT-ELECTRICITY	188.72			
	19051801JUN12	TS-AIRPORT-ELECTRICITY	44.66			
			233.38	A/P	OUT-STD	
010500	06/14/12	FIRE SAFETY CANADA				
	IN124828	PS-FIRE-BREAD & BUTTER DVD SER	418.67			
			418.67	A/P	OUT-STD	
010501	06/14/12	FRANK G GODSOE CHARTERED ACCOUNTANT				
	258	GG-TOWNHALL-RECEPTIONIST SUPPO	185.32			
			185.32	A/P	OUT-STD	

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010502	06/14/12	GULLISON'S COURIER SERVICE				
	494725	PS-FIRE-FROM C.J. MUNN	28.25			
	576831	TS-#34, #35-FROM LSW	45.20			
			73.45	A/P	OUT-STD	
010503	06/14/12	HARRIS & ROOME SUPPLY				
	5116854-00	PS-FIRE-HUBHBL4750	134.99			
			134.99	A/P	OUT-STD	
010504	06/14/12	KIMBERLY STE MARIE				
	JUNE13/12	GG-ASSTTREAS-TOWNSUITE TRAININ	25.20			
			25.20	A/P	OUT-STD	
010505	06/14/12	M & M TROPHIES & AWARDS				
	2993	RC-PARKS-CHOC PARK BENCH PLATE	143.97			
			143.97	A/P	OUT-STD	
010506	06/14/12	MCINNES COOPER				
	201210998	GG-LEGAL-LEASE EXTENSION	565.00			
			565.00	A/P	OUT-STD	
010507	06/14/12	MCLAUGHLIN, DONALD				
	MAY18/12	TS-#6-LETTERING NEW TOWN TRUCK	180.80			
			180.80	A/P	OUT-STD	
010508	06/14/12	PETTY CASH				
	MAY01/12	GG-TREASURER-XPRESS POST LETTE	10.10			
	MAY10/12	RC-ASSTRECDIR-POOL OPERATOR CR	1.80			
	MAY14/12	GG-TOWNHALL-KITCHEN SUPPLIES	25.37			
	MAY14/12*	GG-CIVIC-FRUIT BASKET-FIREMAN	24.85			
	MAY22/12	GG-CIVIC-CANCER SOCIETY DONATI	20.00			
	MAY23/12	PS-BYLAW-REGISTERED LETTER	10.01			
	MAY24/12	TS-ST5-LICENSE PLATE REPLACEME	25.00			
	MAY24/12*	GG-COUNCIL-FAREWELL RECEPTION	7.06			
	MAY24/12**	GG-COUNCIL-FAREWELL RECEPTION	6.78			
	MAY31/12	GG-TOWNHALL-KITCHEN SUPPLIES	44.47			
			175.44	A/P	OUT-STD	
010509	06/14/12	SHANNON MICHAEL				
	WEEK24/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK24/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			365.44	A/P	OUT-STD	
010510	06/14/12	SOURCE ATLANTIC				
	1332437	TS-SHOP-DRY/WET CUTTING WHEEL	271.20			
	1332439	TS-SHOP-CLEVIS SLP HOOK	15.39			
			286.59	A/P	OUT-STD	
010511	06/14/12	ST. CROIX PRINTING & PUBLISHING COM				
	16242	RC-REC-RECEIPT BOOKS	182.85			
	16312	RC-HORT-COMM IN BLOOM BROCHURE	694.95			
			877.80	A/P	OUT-STD	

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010512	06/14/12 5570097	STERLING MARKING PRODUCTS GG-TOWN-ANIMAL TAGS 2013	187.05 187.05	A/P	OUT-STD	
010513	06/14/12 21836412MAY12*	TELUS GG/RC/PS/TS-CELL PHONE CHARGES	324.20 324.20	A/P	OUT-STD	
010514	06/14/12 06/13/12	TOWN OF ST. STEPHEN Transfer to General Cap Fund	26550.53 26550.53	A/P	OUT-STD	
010515	06/14/12 WEEK24/12	PAYROLL TRANSFER GG-TRANSFER-JUNE 1 - JUNE 14	55594.00 55594.00	A/P	OUT-STD	
010516	06/14/12 PAY12/12	RECEIVER GENERAL FOR CANADA GG-REMITTANCE-JUNE 1 - JUNE 14	27198.81 27198.81	A/P	OUT-STD	
010518	06/19/12 15055	A"PLUS" AUTO GLASS & UPHOLSTERY TS-#22-SUPPLY & INSTALL MIRROR	45.20 45.20	A/P	OUT-STD	
010519	06/19/12 4456292001	BARNES DISTRIBUTION TS-SHOP-TUBING, TAPE, CONN SHE	765.11 765.11	A/P	OUT-STD	
010520	06/19/12 SII10965 SII11040 SII11093 SII11164 SII11341	BAYVIEW TRUCKS AND EQUIPMENT LTD. PS-FIRE-FILTER-FUEL TS-#21-43 FEMALE 45 & TTC, HOS TS-SHOP-S15W40 TS-#6-CLEANBLUE TRP TS-SHOP-THREADED ROD	25.63 97.46 244.55 61.87 19.39 448.90	A/P	OUT-STD	
010521	06/19/12 2-1609831 2-1610026	COX ELECTRONICS & COMMUNICATIONS PS-FIRE-ACER TABLET, NETBOOK C TS-#6-THRU GLASS ANT	937.70 90.34 1028.04	A/P	OUT-STD	
010522	06/19/12 144553 144615 338780	DAVIS FUELS LTD. TS/PS-199 UNIONST-HEATING FUEL TS/PS-199 UNIONST-HEATING FUEL TS-SHOP-SUPREME 5W30, ULTRALUB	1192.15 577.32 227.91 1997.38	A/P	OUT-STD	
010523	06/19/12 103586	DYNAMIC ONLINE MARKETING CORP. PS-FIRE-CONFINED SPACE TOOL	565.00 565.00	A/P	OUT-STD	
010524	06/19/12 262	FRANK G GODSOE CHARTERED ACCOUNTANT GG-TREASURY-DEBIT MACHINE, ADM	254.25 254.25	A/P	OUT-STD	

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010525	06/19/12 JUN01/12	GREAT-WEST LIFE ASSURANCE COMPANY GG-PREMIUMS-JUN24-JUL23-DIV 1	1662.35 1662.35		OUT-STD	
010526	06/19/12 JUNE18/12	JOHN FERGUSON GG-CAO-ECONOMIC&BORDER SECURIT	176.00 176.00	A/P	OUT-STD	
010527	06/19/12 JUNE18/12	JOHN QUARTERMAIN GG-MAYOR-ECONOMIC/BORDER LUNCH	95.20 95.20	A/P	OUT-STD	
010528	06/19/12 392688	KENT BUILDING SUPPLIES RC-POOL-SHINGLES, NAILS, SCREW	41.82 41.82	A/P	OUT-STD	
010529	06/19/12 JULY/12 JULY/12* JULY/12*CRE	MEDAVIE BLUE CROSS GG-HEALTH&DENTALPREMIUMS-JUL GG-HEALTHANDDENTALPREMIUMS-JUL TS-STG-G TRACY RETIREMENT	4591.28 7011.18 -868.64 10733.82	A/P	OUT-STD	
010530	06/19/12 2012/13RENEWAL	MUNICIPAL WORLD INC GG-CAO-2012/13 SUBSCRIPTION	62.15 62.15	A/P	OUT-STD	
010531	06/19/12 JUNE15/12	O'CONNELL MIKE RC-DIRPR/PM-A.M.A.N.B. CONFERE	124.00 124.00	A/P	OUT-STD	
010532	06/19/12 JUNE10/12	RICHARDSON JOSEPH PS-FIRE-TRAINING PT. LEPREAU	232.80 232.80	A/P	OUT-STD	
010533	06/19/12 206030308JUN12	SERVICE NEW BRUNSWICK TS-STG-AREA LIGHTS	11630.44 11630.44	A/P	OUT-STD	
010534	06/19/12 06336721MAY12	SERVICE NEW BRUNSWICK TS-AIRPORT-TELEPHONE	131.71 131.71	A/P	OUT-STD	
010535	06/19/12 JUNE6/12	SHANNON GULLISON RC-POOL-CLEANING&FIRST AID SUP	46.29 46.29	A/P	OUT-STD	
010536	06/19/12 JUN01/12* JUN01/12*CRE	GREAT-WEST LIFE ASSURANCE COMPANY GG-PREMIUMS-JUN24-JUL23-DIV 2 TS-STG-G TRACY RETIREMENT	1235.33 -105.47 1129.86	A/P	OUT-STD	
010543	06/20/12 570198	SCOTIABANK GG-CAO-MEMBERSHIP RENEWAL	141.00 141.00	A/P	OUT-STD	

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010544	06/21/12	CMA Canada New Brunswick				
		MEMBERSHIP2012	932.25			
		GG-TREASURER-MEMBERSHIP 2012	932.25	A/P	OUT-STD	
010545	06/21/12	HI-TECH TRANSMISSION				
	10757	TS-#1-TRANSFER CASE	1097.86			
			1097.86	A/P	OUT-STD	
010546	06/21/12	HOVEY'S HUSKY SALES & SERVICE				
	6432	RC-PARKS-MOWER	254.25			
			254.25	A/P	OUT-STD	
010547	06/21/12	KONICA MINOLTA				
	4263891	GG-TOWN HALL COPIER-LEASE JUNE	122.55			
			122.55	A/P	OUT-STD	
010548	06/21/12	LEAH NIXON				
	JUNE18/12	RC-ASSTRECDIR-LIFESA VING MEETS	35.00			
	JUNE18/12*	RC-POOL-DIVE STICKS	8.59			
	JUNE19/12	RC-ASSTRECDIR-RNB BOARD MEETIN	112.00			
			155.59	A/P	OUT-STD	
010549	06/21/12	MEGA-LAB MANUFACTURING CO. LTD.				
	123485	TS-SHOP-MEGALUBE WP GREASE, ME	236.74			
			236.74	A/P	OUT-STD	
010550	06/21/12	NEW SYSTEM LAUNDRY & CLEANERS LTD.				
	251566	GG-TOWNHALL-FLOOR MATS	93.70			
			93.70	A/P	OUT-STD	
010551	06/21/12	RANDY'S TOWING				
	61	RC-PARKS-TOWING SILVERADO	113.00			
			113.00	A/P	OUT-STD	
010552	06/21/12	SHANNON MICHAEL				
	WEEK25/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK25/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			365.44	A/P	OUT-STD	
010553	06/21/12	WURTH CANADA LIMITED				
	20858450	TS-SHOP-SELF ETCH PRIMER, PAIN	380.06			
			380.06	A/P	OUT-STD	
010554	06/21/12	SHANNON GULLISON				
	JUNE18/12	RC-POOL-DOLLAR STORE SUPPLIES	14.97			
			14.97	A/P	OUT-STD	
010555	06/21/12	DR. JOHN O'HALLORAN				
	2007 GRANT #1	GG-DEVELOPMENT-GRANT #1	6000.00			
			6000.00	A/P	OUT-STD	
010556	06/21/12	DR. JOHN O'HALLORAN				
	2010 GRANT #2	GG-DEVELOPMENT-2010 GRANT	4000.00			
			4000.00	A/P	OUT-STD	

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010557	06/26/12 9961	ACORN CRESTING LTD PS-FIRE-CLOTHING ALLOWANCE	2526.23 2526.23			
010558	06/26/12 4469371001	BARNES DISTRIBUTION TS-SHOP-HEX HD DRILLS	62.61 62.61	A/P	OUT-STD	
010559	06/26/12 1177529 1186354	BRUNSWICK NEWS INC PS-FIRE-BURNING PERMITS PS-FIRE-SAFE BOATING	89.70 175.48 265.18	A/P	OUT-STD	
010562	06/26/12 285363 285513 285680 285688 285740 285744 285746 285768 285806 285876 286412 286428 286484 286588 286588* 286588** 286635 286802 286879 287161 287186 287341 287388 287535 287536 287545 287721 287730 287733	CREIGHTON-CARTER LTD. TS-AIRPORT-OIL & AIR FILTERS, TS-SHOP-TRANSFLO TS-#1-HUB BEARING ASSEMBLIES, TS-#1-HUB BEARING ASSEMBLYS TS-#1-HUB BEARING ASSEMBLY TS-SHOP-WASH N WIPE, FLANNEL R TS-#1-BRAKE ROTOR TS-#1-BRAKE PADS SET & ROTOR TS-#1-OIL FILTER TS-#4-STARTER TS-#5-TOTAL ECLIPSE SEMI-LO, H TS-#11-HYD. HOSE, INST FIT END TS-#37-NAPA PREMIUM ROTOR TS-37-PREMIUM ROTOR, CONNECTOR TS-#37-CONNECTOR, ROTOR TS-ST3-CONNECTOR, PREM ROTOR TS-ST3-TAPPING SCREWS TS-#4-REFLECTOR AMBE, HINGE BU TS-#4-BALL JOINT TS-SHOP-TRUCK ADAPTER, STIKITS TS-SHOP-HARDWARE TS-#438-BRAKE HARDWARE TS-#438-BRAKE HARDWARE & KIT TS-SHOP-ANTIFREEZE, CAP THERMO TS-ST3-ANTIFREEZE TS-AIRPORT-TRACTOR-CONTACT SET TS-AIRPORT-TRACTOR IGNITION CO RC-#307-HUB BEARING ASSEMBLY RC-#304-COPPER TUBING, AUTOMOT	42.32 33.63 293.99 -169.94 84.30 87.21 144.44 191.43 6.06 195.73 102.52 86.17 108.43 -103.20 103.20 -103.25 23.99 20.87 86.19 -45.97 10.62 17.99 -6.05 66.15 -46.51 12.90 20.43 162.31 14.24 1442.20			
010563	06/26/12	FUNDY BUILDING INSPECTION & DRAFTIN		A/P	OUT-STD	

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	12-074	PS-BUILDINSPECT-FEE	2036.83			
			2036.83	A/P	OUT-STD	
010564	06/26/12	IRVING ENERGY DISTRIBUTION AND MARK				
	945310	TS-ST5-DIESEL	2427.09			
			2427.09	A/P	OUT-STD	
010566	06/26/12	SERVICE NEW BRUNSWICK				
	10126106JUN12	TS-KINGSTSCHOOL-XING LIGHTS	23.65			
	17915909JUN12	RC-POOL-SCHOOL ST	79.43			
	17935200JUN12	TS-KING/UNIONST-TRAFFIC LIGHTS	36.61			
	17949909JUN12	GG-OLDTOWNHALL-ELECTRICITY	168.82			
	18169205JUN12	RC-POOL-MILL LANE	123.84			
	18988703JUN12	TS/PS-199UNIONST-ELECTRICITY	1142.60			
	50660140JUN12	RC-PARKS-ROTARY CHANGING ROOM	23.92			
	54187672JUN12	TS-KING/QUEEN-TRAFFIC LIGHTS	36.06			
	54653258JUN12	TS-KING/SUPERSTORE-TRAFFIC LIG	63.47			
	55160607JUN12	RC-PARKS-COTTONMILL SITE LIGHT	58.03			
	55471834JUN12	TS/PS-199UNIONST-ELECTRICITY	132.76			
	55917471JUN12	TS-ST5-WATERFRONT LIGHTS	73.44			
	71315207JUN12*	PS-RCMP-ELECTRICITY	782.91			
	72924306JUN12	RC-PARKS-BANDSTAND	51.61			
	73006038JUN12	RC-LIBRARY-ELECTRICITY	933.73			
	82122207JUN12	RC-PARKS-BASKETBALL COURT	28.01			
	83278801JUN12	TS-ST5-PARKS SHED	23.79			
	84960501JUN12	RC-PARKS-RIVERSIDE DR LIGHTS	76.43			
			3859.11	A/P	OUT-STD	
010567	06/26/12	DEMPSEY'S PLUMBING & HEATING				
	1381*	ED-TOURISTBUREAU-TRAP PRIMER	537.18			
	1400	RC-PARKS-OPENED ROTARY FIELD,	372.90			
			910.08	A/P	OUT-STD	
010568	06/26/12	EAST COAST AIR				
	466	ED-TOURISTBUREAU-UNIT SERVICE	257.64			
			257.64	A/P	OUT-STD	
010569	06/27/12	FERO WASTE & RECYCLING INC.				
	659351	GG-TOWN-GARBAGE COLLECTION	5620.00			
			5620.00	A/P	OUT-STD	
010570	06/27/12	FRANK G GODSOE CHARTERED ACCOUNTANT				
	265	GG-TREASURY-MAR UTILITY BANK R	819.25			
	268	GG-TREASURY-UTILITY BANK RECON	593.25			
	270	GG-TREASURY-RECEPTION BACKUP	275.72			
	271	GG-TREASURY-AUDIT CLEANUP, TEN	423.75			
			2111.97	A/P	OUT-STD	
010571	06/27/12	GULLISON'S COURIER SERVICE				

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	948009	TS-#11-FROM CASE	28.25			
	948038	TS-#21-FROM SAUNDERS EQUIPMENT	28.25			
			56.50	A/P	OUT-STD	
010572	06/27/12	IRVING ENERGY DISTRIBUTION AND MARK				
	630001	TS-ST5-GAS	5210.26			
			5210.26	A/P	OUT-STD	
010573	06/27/12	KETH'S BUILDING SUPPLIES				
	112126	RC-PARKS-CORD EXT.	22.59			
	112618	PS-FIRE-RECIP BLADE, DUCT TAPE	71.02			
	112633	RC-PARKS-U BOLTS ZINC	19.70			
	112723	RC-PARKS-UTILITY/DOOR PULL	4.06			
	112798	RC-PARKS-KEYS	6.78			
			124.15	A/P	OUT-STD	
010574	06/27/12	KEY INDUSTRIES				
	2247	GG-CIVIC CENTER-PENS, WATER BO	1274.50			
			1274.50	A/P	OUT-STD	
010575	06/27/12	LAVIOLETTE, GEORGE				
	703557	TS-AIRPORT-OVERNIGHT SECURITY	100.00			
			100.00	A/P	OUT-STD	
010576	06/27/12	LINDE CANADA				
	45362679	TS-SHOP-ACETYLENE, NITROGEN	22.49			
			22.49	A/P	OUT-STD	
010577	06/27/12	MAYFIELD GARDENS & LANDSCAPE				
	4053	RC-PARKS-TLL LEGION BALLFIELD	138.43			
	4078	RC-HORT-FLOWER SUPPLIES	1842.79			
	4121	RC-TURF-ADDITIONAL AREAS	302.84			
			2284.06	A/P	OUT-STD	
010578	06/27/12	MCINNES COOPER				
	201213438	GG-TOWN-GRANT OF OPTION	3918.84			
			3918.84	A/P	OUT-STD	
010579	06/27/12	PAYROLL TRANSFER				
	WEEK25/12	GG-TRANSFER-JUNE15-JUNE28/12	76822.00			
			76822.00	A/P	OUT-STD	
010580	06/27/12	RECEIVER GENERAL FOR CANADA				
	PAY13/12	GG-REMITTANCE-JUNE 15-28/12	28416.60			
			28416.60	A/P	OUT-STD	
010581	06/27/12	RICHARDSON JEFF				
	JUNE18/12	PS-FIRE-MILEAGE, TRAINING LUNC	279.98			
			279.98	A/P	OUT-STD	
010582	06/27/12	SHANNON MICHAEL				
	WEEK26/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK26/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			365.44	A/P	OUT-STD	

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010583	06/30/12 2ND QUARTER	LAVIOLETTE, GEORGE TS-AIRPORT-ATTENDANT SERVICES	1457.50 1457.50	A/P	OUT-STD	
010599	06/28/12 JUNE/12	JOAN FLEWELLING GG-TOWNCLERK-MNTHLY VEH ALLOW	50.00 50.00	A/P	OUT-STD	
010600	06/28/12 JUNE/12 JUNE/12*	JOHN FERGUSON GG-CAO-CELL PHONE REIMBURSEMEN GG-CAO-MNTHLY VEHICLE ALLOW	93.00 350.00 443.00	A/P	OUT-STD	
010601	06/28/12 JUNE/12 JUNE/12**	LEAH NIXON RC-ASSTRECDIR-MNTHLY VEH ALLOW RC-ASSTRECDIR-NAT LIFE GUARD CL	200.00 189.41 389.41	A/P	OUT-STD	
010602	06/28/12 253486	NEW SYSTEM LAUNDRY & CLEANERS LTD. GG-TOWN HALL-FLOOR MATS	93.70 93.70	A/P	OUT-STD	
010603	06/28/12 JUNE/12	O'CONNELL MIKE RC-RECDIR/PM-MNTHLY VEH ALLOW	200.00 200.00	A/P	OUT-STD	
010604	06/28/12 IN-4083025	ORKIN CANADA CORPORATION PS-FIRE-PEST CONTROL	87.58 87.58	A/P	OUT-STD	
010605	06/28/12 498919	P.C.I. BLACKTOP RC-LIBRARY-FOUNDATION REPAIR	395.50 395.50	A/P	OUT-STD	
010606	06/28/12 25936	ROGER'S STOVE SHOP RC-MILLPOOL-GRIME AWAY	50.81 50.81	A/P	OUT-STD	
010607	06/28/12 MAY31/12	SOUTH WEST SOLID WASTE COMMISSION GG-TOWN-REG LANDFILL CONTRACT	11535.75 11535.75	A/P	OUT-STD	
010608	06/28/12 14020 14244	SOUTHERN SANITATION LTD. GG-TOWN-GARBAGE COLLECTION TS-AIRPORT-GARBAGE COLLECTION	8642.59 30.51 8673.10	A/P	OUT-STD	
010609	06/28/12 077135 077190 077191 077283 077291	ST. CROIX PRINTING & PUBLISHING COM GG-TOWN-FLUSHING HYDRANTS GG-CIVIC-NOTICE OF HEARING GG-CIVIC-OATHS OF OFFICE GG-CIVIC-COUNCIL MEETING GG-TOWN-SPRING CLEAN-UP	50.24 95.39 39.87 39.87 49.83			

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	077370	GG-CIVIC-NOTICE OF HEARING	95.39			
	077372	GG-CIVIC-OATHS OF OFFICE	39.87			
	077381	GG-TOWN-TOWN PRIDE THANK YOU	452.00			
	077398	GG-CIVIC-NOTICE OF HEARING	78.58			
			941.04	A/P	OUT-STD	
010611	06/28/12	STATIONERY PLUS				
	301995	RC-REC-ADVERTISING PAPER	113.00			
	302042	GG-TOWN HALL-PAPER FAST, POST	35.15			
	302128	GG-CAO-TONER	439.34			
	302247	PS-FIRE-CHAIRMAT	180.55			
	302251	GG-CIVIC CENTRE-SUPPLIES	37.17			
	302276	GG-CAO-TONER	137.40			
	302315	GG-TOWN HALL-POST ITS, FIGURIN	5.86			
	302522	GG-TOWN-PAPER, POSTITS, TONER	399.55			
	302525	GG-TOWNHALL-TONER	-81.93			
	302526	GG-TOWN-TONER	84.64			
	302602	GG-CIVIC CENTRE OFFICE-EASELS	254.62			
	302699	RC-REC OFFICE-STICTITS, COMP BK	42.99			
	302703	PS-FIRE-STICTITS, TAGS, REPORT	24.22			
	302772	RC-REC OFFICE-CORRE.FLUID, PEN	12.87			
	303002	GG-TOWN HALL-POST ITS, TABS, F	17.76			
	303091	GG-TOWN HALL-MOUSE PAD	3.22			
	303092	GG-TOWN HALL-HIGHLIGHTER	0.73			
			1707.14	A/P	OUT-STD	
010612	06/28/12	UNITED WAY				
	1STHALFOF2012	GG-CAO-2012 1ST HALF CONTRIBUT	54.00			
			54.00	A/P	OUT-STD	
010613	06/29/12	ACCT 8025-280				
	JUNE/12	LOCAL 770 UNION DUES - JUNE/12	881.83			
			881.83	A/P	OUT-STD	
010614	06/29/12	ACCT 903240049220				
	JUNE/12	VOL FIRE UNION DUES - JUNE/12	112.00			
			112.00	A/P	OUT-STD	
010615	06/29/12	ACCT 903240070386				
	JUNE/12	EMPLOYEE DEDUCTIONS - JUNE/12	400.00			
			400.00	A/P	OUT-STD	
010616	06/29/12	BAYVIEW CREDIT UNION				
	JUNE/12	EMPLOYEE DEDUCTIONS-JUNE/12	540.00			
			540.00	A/P	OUT-STD	
010617	06/29/12	CIBC MELLON GLOBAL SECURITIES NBMFO				
	JUNE/12	GG-MUNICIPALPENSION-JUNE/12	19398.70			
			19398.70	A/P	OUT-STD	

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010618	06/29/12	ST. STEPHEN UTILITY DEPT.				
	JUNE/12	EMPLOYEE DEDUCTIONS-JUNE/12	40.00			
			40.00	A/P	OUT-STD	
010619	06/29/12	MINISTER OF FINANCE				
	JUNE/12	EMPLOYEE DEDUCTIONS - JUNE/12	362.00			
			362.00	A/P	OUT-STD	
		Cheque Totals Non-Void:	\$573,979.37			
		Void:	\$0.00			

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003243	06/02/12 06/02/12**	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES BC-INTEREST	7864.00 7864.00	A/P	OUT-STD	
003244	06/02/12 06/02/12***	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES BC-PRINCIPAL	41000.00 41000.00	A/P	OUT-STD	
003245	06/11/12 06/11/12**	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES BA-INTEREST	35605.75 35605.75	A/P	OUT-STD	
003246	06/11/12 06/11/12***	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES BA-PRINCIPAL	63000.00 63000.00	A/P	OUT-STD	
003247	06/13/12 06/13/12**	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AU-INTEREST	1651.75 1651.75	A/P	OUT-STD	
003248	06/13/12 06/13/12***	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AU-PRINCIPAL	5000.00 5000.00	A/P	OUT-STD	
003249	06/22/12 06/22/12*	NEW BRUNSWICK MUNICIPAL FINANCE COR SERIES AZ-INTEREST	2567.25 2567.25	A/P	OUT-STD	
003266	06/04/12 52048	HYPERION RESEARCH LTD. WS-SOURCE-AEROBIC SPORE ANALYS	768.40 768.40	A/P	OUT-STD	
003267	06/04/12 385557	KENT BUILDING SUPPLIES WS-TRANS&DIST-NUTSETTER	14.69 14.69	A/P	OUT-STD	
003268	06/04/12 549938*	MINISTER OF FINANCE WS-MAXWELLXING-BOILER REGISTRA	75.00 75.00	A/P	OUT-STD	
003269	06/07/12 13,183	MINISTER OF FINANCE WS-SOURCE-DRINKING WATER TESTI	2895.37 2895.37	A/P	OUT-STD	
003270	06/07/12 416300005	PURULATOR COURIER LTD. WS-SOURCE-TO COLE PARKER CANAD	44.03 44.03	A/P	OUT-STD	
003271	06/07/12 87381	RAYTEK SCD-DISPOSAL-VIDEO SEWER LINE	767.84 767.84	A/P	OUT-STD	
003272	06/07/12 120979	RESEARCH & PRODUCTIVITY COUNCIL WS-SOURCE-RADON IN WATER	126.16 126.16	A/P	OUT-STD	

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003273	06/07/12 433-12	SAINT JOHN LABORATORY SERVICES LTD. SCD-DISPOSAL-WATER TESTING	1368.71 1368.71			
				A/P	OUT-STD	
003274	06/07/12 518776 526302	SERVICE NEW BRUNSWICK WS-UTILITY-SNB PAYMENT FEES WS-UTILITY-SNB PAYMENT FEES	187.57 228.50 416.07			
				A/P	OUT-STD	
003275	06/07/12 24888	SOURCE ONE SUPPLIES SCD-DISPOSAL-GLOVES, PAPER TWL	144.89 144.89			
				A/P	OUT-STD	
003276	06/07/12 14137 14138	SOUTHERN SANITATION LTD. WS-BUDD AVE-GARBAGE COLLECTION WS-BUDD AVE-GARBAGE COLLECTION	109.84 109.84 219.68			
				A/P	OUT-STD	
003277	06/07/12 300674* 300988* 301132* 301295* 301355 301550 301552* 301593*	STATIONERY PLUS WS/SCD-TOWN-STAPLES, FILE FOLD WS/SCD-TREAS-STAPLES, PENCIL WS/SCD-TOWN-PENCIL SHARPENER WS/SCD-TOWN-WHITEOUT, CLIPS WS-SOURCE-INK CART, PEN PWR TA SCD-DISPOSAL-FILE FOLDERS WS/SCD-TOWN-PENS, FILE FOLDERS WS/SCD-TOWN-BANKER BOXES, FILE	28.01 3.48 6.74 8.04 72.09 1.57 9.90 23.64 153.47			
				A/P	OUT-STD	
003278	06/07/12 INV00945515	XPLORNET WS-SOURCE-SATELLITE SERVICE	70.05 70.05			
				A/P	OUT-STD	
003279	06/11/12 00441254 00441594	COLE-PARMER CANADA INC. WS-SOURCE-CHLOROSENSE SENSORS WS-SOURCE-VALVE BALLS PVC, UNI	781.04 80.87 861.91			
				A/P	OUT-STD	
003280	06/11/12 JUNE4/12	LAWRENCE PETERS WS-SOURCE-SCADA REPAIR, PANEL	125.00 125.00			
				A/P	OUT-STD	
003281	06/11/12 11366812MAY12 11385317MAY12 19002807MAY12	MINISTER OF FINANCE WS-SOURCE-PUMP STATION WS-TRANS&DIST-BUDD AVE SCD-DISPOSAL-OLD BAY WWTP	119.55 35.11 146.97 301.63			
				A/P	OUT-STD	
003282	06/11/12 36869807JUN12 50228902JUN12	SERVICE NEW BRUNSWICK WS-3119MAXWELLXING-BUILDING WS-MAXWELLXING-PUMPS	952.79 500.43			

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	53473043JUN12	WS-SOURCE-CHLORINE RESIDUAL	26.37			
	61230004JUN12	WS-MAXWELLXING-PUMPS	1922.15			
	82291006JUN12	WS-SOURCE-RESERVOIR	166.72			
			3568.46	A/P	OUT-STD	
003283	06/11/12	TEED SAUNDERS DOYLE & CO.				
	APRIL23/12*	WS-TREASURY-YEAR 2011 AUDIT	1494.42			
	MAY22/12*	WS-TREASURY-PREP AUDITED GAS T	285.89			
			1780.31	A/P	OUT-STD	
003284	06/14/12	GULLISON'S COURIER SERVICE				
	491937	WS-SOURCE-TO DOE LAB	28.25			
	494743	WS-SOURCE-TO DOE LAB	28.25			
	576818	WS-SOURCE-TO DOE LAB	28.25			
	576834	WS-SOURCE-TO DOE LAB	28.25			
	576850	WS-SOURCE-TO DOE LAB	28.25			
			141.25	A/P	OUT-STD	
003285	06/14/12	JOE JOHNSON EQUIPMENT INC.				
	PO3730	SCD-#9-CHANNEL NOZZLE	495.92			
			495.92	A/P	OUT-STD	
003286	06/14/12	R.L. DENNIS ASSOCIATES LIMITED				
	111909	SCD-DISPOSAL-CABLE, GATORII	267.36			
			267.36	A/P	OUT-STD	
003287	06/14/12	RESEARCH & PRODUCTIVITY COUNCIL				
	121540	WS-SOURCE-HALOACETIC ACIDS IN	808.61			
			808.61	A/P	OUT-STD	
003288	06/14/12	RUSSEL METALS INC.				
	04320761	WS-TRANS&DIST-WELDED BL STEEL	257.64			
			257.64	A/P	OUT-STD	
003289	06/14/12	SOURCE ATLANTIC				
	1332435	WS-TRANS&DIST-MOIL POINT CHISE	81.02			
			81.02	A/P	OUT-STD	
003290	06/14/12	TELUS				
	21856412MAY12	WS/SCD-CELL PHONE CHARGES	540.48			
			540.48	A/P	OUT-STD	
003291	06/14/12	TOWN OF ST. STEPHEN				
	06/14/12	Transfer to General Op Fund	80557.27			
			80557.27	A/P	OUT-STD	
003292	06/19/12	BAYVIEW TRUCKS AND EQUIPMENT LTD.				
	SI11331	WS-#20-CLAMPS, SWITCH	29.17			
			29.17	A/P	OUT-STD	
003293	06/19/12	DAVIS FUELS LTD.				
	144545	WS-110MAXWELLXING-RESID. FUEL	624.64			
			624.64	A/P	OUT-STD	

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003294	06/19/12 95780	DILLON CONSULTING LIMITED WS-UTILITY-WATER COMPLIANCE PL	1322.10 1322.10	A/P	OUT-STD	
003295	06/19/12 52557428JUN12	SERVICE NEW BRUNSWICK SCD-218OLDBAYRD-WWTP	5687.00 5687.00	A/P	OUT-STD	
003296	06/21/12 6431	HOVEY'S HUSKY SALES & SERVICE WS-TRANS&DIST-BOLTS	121.53 121.53	A/P	OUT-STD	
003297	06/21/12 3414	MARITIME BLOWER REPAIR INC SCD-DISPOSAL-REPAIR A BLOWER	8410.59 8410.59	A/P	OUT-STD	
003298	06/21/12 123485*	MEGA-LAB MANUFACTURING CO. LTD. SCD-DISPOSAL-MEGALUBE WP GREAS	236.74 236.74	A/P	OUT-STD	
003299	06/21/12 15711	MILLTOWN MACHINE & FABRICATION LTD. SCD-DISPOSAL-GALV. GRATING	66.53 66.53	A/P	OUT-STD	
003300	06/21/12 86-4905	RESOURCE SYSTEMS INC. SCD-DISPOSAL-S/O MODULE SERVIC	232.10 232.10	A/P	OUT-STD	
003301	06/21/12 24997	SOURCE ONE SUPPLIES WS-SOURCE-BOWL CLEANER, BATH T	46.85 46.85	A/P	OUT-STD	
003302	06/26/12 177972 177973 178539 178627 178628 31547	ATLANTIC CHEMICAL & AQUATICS INC. WS-SOURCE-LIQUID CHLORINE WS-SOURCE-INV # 177972 WS-SOURCE-POLYETHYLENE TUBING WS-SOURCE-LIQUID CHLORINE WS-SOURCE-INV#178627 WS-SOURCE-INV #177972, 178627	668.96 361.60 496.07 668.96 361.60 -678.57 1878.62	A/P	OUT-STD	
003303	06/26/12 122778	ATLANTIC PURIFICATION SYSTEMS LTD. SCD-DISPOSAL-HIBON BARE SHAFT	15549.93 15549.93	A/P	OUT-STD	
003304	06/26/12 40245313 40266207	BRENNTAG CANADA INC. WS-SOURCE-CHLORINE WS-SOURCE-INV #40245313	5469.26 -3616.00 1853.26	A/P	OUT-STD	
003305	06/26/12 5403-011745 5403-014041	BRUNET DISTRIBUTION WS-TRANS&DIST-LINERS, ADAPTORS WS-TRANS&DIST-HST CHARGE	856.50 111.34 967.84	A/P	OUT-STD	

Town of St. Stephen
 BNK2 Utility Bank Account
 From 000000 to 003323

CHEQUE REGISTER

Printed: 15:18, Jul 06/2012

Page: 5

Number	Issued	Recipient	Amount	SC	Status	StatDate
003307	06/26/12	SERVICE NEW BRUNSWICK				
	53123617JUN12	SCD-STS-DECHLORINATION CHAMBER	101.12			
	53158875JUN12	WS-STS-BUDD AVE LIFT STATION	3265.98			
	54807440JUN12	WS-STS-158A MILLTOWN BLVD LIFT	46.84			
	56356048JUN12	SCD-STS-18 RIVERSIDE DR LIFT S	27.74			
	61204006JUN12	SCD-STS-2-216 KING ST LIFT STA	185.53			
	61224002JUN12	SCD-STS-358A MILLTOWN BLVD LIF	1181.45			
	61236008JUN12	WS-STS-BUDD AVE LIFT STATION	547.47			
	76139807JUN12	SCD-STS-54 RIVERSIDE DR LIFT S	94.57			
	84934906JUN12	SCD-STS-658A RIVERSIDE DR LIFT	113.67			
84943406JUN12	WS-STS-TODD HILL RESERVOIR	139.30				
		5703.67		A/P	OUT-STD	
003308	06/26/12	CREIGHTON-CARTER LTD.				
	286136	WS-#20-INDUSTRIAL MAINT. COAT	77.68			
	286402	WS-#20-INDUSTRIAL MAINT.COAT	77.68			
	2864387	WS-#305-CORE DEPOSIT REFUND	-22.09			
	287159	WS-#20-GRN ETCH PRIMER, STIKIT	90.43			
	287456	SCD-#9-FUEL FILTERS	28.96			
	287471*	SCD-#9-LONG RIVET	11.88			
	287593	SCD-DISPOSAL-RG. SKT 30MM	12.26			
		276.80		A/P	OUT-STD	
003310	06/28/12	GULLISON'S COURIER SERVICE				
	534804	SCD-#9-FROM PARTS FOR TRUCKS	28.25			
	534853	WS-SOURCE-TO DOE	28.25			
	534897	WS-SOURCE-TO DOE LAB	28.25			
	534930	WS-SOURCE-TO DOE LAB	28.25			
	534937	WS-SOURCE-TO RPC	28.25			
	576919	WS-SOURCE-TO DOE LAB	28.25			
	948019	WS-SOURCE-TO DOE LAB	28.25			
		197.75		A/P	OUT-STD	
003311	06/28/12	MCINNES COOPER				
	201213435	WS/SCD-LEGAL-WATERLINE EXPROPR	520.37			
		520.37		A/P	OUT-STD	
003312	06/28/12	PARTS FOR TRUCKS INC.				
	32164884-00	WS-#20-18GAL HYDRAULIC TANK	399.10			
	34139146-00	SCD-#9-WATER PUMP, CORE CHARGE	327.41			
	34139305-00	SCD-#9-DIRTY CORE WATER PUMP	-193.16			
		533.35		A/P	OUT-STD	
003313	06/28/12	SAINT JOHN LABORATORY SERVICES LTD.				
	491-12	SCD-DISPOSAL-TP LAB TESTS	2145.02			
		2145.02		A/P	OUT-STD	
003314	06/28/12	SAINT JOHN SPRING WORKS LTD				

Town of St. Stephen
 BNK2 Utility Bank Account
 From 000000 to 003323

CHEQUE REGISTER

Printed: 15:18, Jul 06/2012

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Number	Issued	Recipient	Amount	SC	Status	StatDate
	80506	WS-#20-2 REAR SPRINGS/PINS/BOL	835.97			
			835.97	A/P	OUT-STD	
003315	06/28/12	SOUTH WEST COURIER				
	12701	WS-#20-TO SJ SPRINGWORKS	50.62			
			50.62	A/P	OUT-STD	
003316	06/28/12	STATIONERY PLUS				
	302042*	WS/SCD-TOWN HALL-PAPER FAST, P	35.16			
	302063	WS-SOURCE-INK CARTS, PAPER, MA	182.35			
	302315*	WS/SCD-TOWN HALL-POST ITS, FIG	5.86			
	302399	SCD-DISPOSAL-PENS, CARBON PAPE	14.45			
	302587	WS/SCD-JANET-PAST DUE STAMP	48.97			
	302832	WS-SOURCE-DVD-R	25.88			
	303002*	WS/SCD-TOWNHALL-POST ITS, TABS	17.77			
	303091*	WS/SCD-TOWN HALL-MOUSE PAD	3.21			
	303092*	WS/SCD-TOWN HALL-HIGHLIGHTER	0.73			
			334.38	A/P	OUT-STD	
Cheque Totals Non-Void:			\$301,164.80			
Void:			\$0.00			

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

COMMUNICATION FOR INFORMATION FILE

THAT Communication for Information, note and file, be adopted.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

COMMITTEES MEETING

THAT the Minutes of the Committees meeting – Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Planning, Promotion and Tourism; and Finance and Administration held on July 11, 2012 be approved as circulated.

COMMITTEES MEETING
WEDNESDAY, JULY 11, 2012 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following adjournment of Open Committees Meeting).

1. Financial Matter - Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – two (2) items
2. Personal Matter – Section 10.2(4)(b) of the New Brunswick *Municipalities Act* – one (1) item

It was MOVED by Councillor Maxwell and SECONDED by Councillor Harding that the above-noted items, as well as one additional Financial Matter (Section 10.2(4)(c)) and one Labour and Employment Matter (Section 10.2(4)(j)) be moved into closed session following the Open Committees Meeting as per Section 10.2(4) of the New Brunswick *Municipalities Act*. CARRIED

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Deputy Mayor John Ames; Councillors Allan MacEachern, Marg Harding, Mike Booth, Debbie MacDonald and Jim Maxwell; CAO/Development Officer John Ferguson; Town Treasurer Tim Tozer; and Town Clerk Joan Flewelling.

2. APPROVAL OF AGENDA

The agenda was approved as circulated.

3. DELEGATIONS/PRESENTATIONS

There were no delegations/presentations.

4. ITEMS

PUBLIC WORKS – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department – The report of the Public Works Department was received and reviewed.

- (ii) Highway Usage Permit – Water Lateral – Valley Road – The Director of Operations' memo dated June 11, 2012 with attachments was received and reviewed. Committee agreed with the Director's recommendation to allow the lateral hookup, with conditions, and a motion will be considered at the next Regular Session of Council on Monday, July 23, 2012.

POLICE AND FIRE - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP – The report of the NCO, RCMP was received and reviewed.

In addition to his report, Sergeant MacKnight stated that he and Councillor Harding met last week and had a productive meeting and will continue meetings in the future.

- (ii) Report of the Fire Department – The report of the Fire Department was received and reviewed.

Councillor Harding stated that she will arrange a meeting with the Fire Chief in the near future.

The CAO thanked the Fire Chief and his staff for their assistance with Canada Day events.

- (iii) Report of the By-Laws Office – The report of the Manager, By-Laws and Building Inspection was received and reviewed.

PROPERTY, BY-LAWS AND ENVIRONMENT – Chaired by Councillor Booth

- (i) Report of the Building Inspection Office – The report of the Building Inspection Office was received and reviewed.
- (ii) Report of the Development Office – The report of the Development Office was received and reviewed.
- (iii) By-Law No. T-1, "A By-Law to Regulate Vehicular Traffic" – The memo from the Manager, By-Laws and Building Inspection dated July 9, 2012 with attachments was received and reviewed. The Manager advised Committee that the by-law has finally been approved by the Registrar of Motor Vehicles.

Committee agreed with the by-law and first reading, short title only, will be considered at the next Regular Session of Council on Monday, July 23, 2012.

- (iv) Animal Control Report – The Animal Control Report was received and reviewed.
- (v) Report of the Property Management Office – The report of the Property Management Office was received and reviewed.
- (vi) Pizza Delight Lease – Memo from the Director, Parks, Recreation and Property Management dated June 21, 2012 with attachment was received and reviewed.

Committee agreed with the lease and a motion will be considered at the next Regular Session of Council on Monday, July 23, 2012 authorizing the Mayor and Clerk to sign.

- (vii) RCMP Lease – Memo from the Director, Parks, Recreation and Property Management dated June 21, 2012 with attachment was received and reviewed.

Committee agreed with the lease and a motion will be considered at the next Regular Session of Council on Monday, July 23, 2012 authorizing the Mayor and Clerk to sign.

- (viii) Zoning By-Law: Signs - Memo from the Director, Parks, Recreation and Property Management dated July 6, 2012 with attachments was received and reviewed.

Committee agreed with the Director's recommended addition to the Signage section of the Zoning By-Law, and first reading, short title only, will be considered at the next Regular Session of Council on Monday, July 23, 2012.

PARKS AND RECREATION - Chaired by Councillor MacDonald

- (i) Report of the Parks and Recreation Office - The report of the Parks and Recreation Office was received and reviewed.

Councillor MacDonald stated that she met with the Director yesterday on various items.

Mayor Quartermain thanked all involved in the preparations for Emily Baadsvik's and Allyssa Cleaves' gold medals celebration at the Town Square, and also thanked Deputy Mayor Ames for acting as Mayor in his absence.

- (ii) Garcelon Civic Center Update – Councillor MacDonald advised that the surcharge for the pool was successfully completed and the footings and foundation are scheduled to begin next week.

PLANNING, PROMOTION AND TOURISM – Chaired by Deputy Mayor Ames

- (i) Approval of Event – Letter from the Canadian Co-Chair, International “Homecoming” Festival dated June 28, 2012 was received and reviewed. Committee agreed with the request to hold the event as outlined in its Calendar of Events, and a motion will be considered at the next Regular Session of Council on Monday, July 23, 2012.
- (ii) Approval of Event – Letter from the Executive Secretary, St. Stephen Area Chamber of Commerce dated June 5, 2012 was received and reviewed. Committee agreed with the request from the Chamber and the N. B. Antique Auto Club, Passamaquoddy Region to play music at the “Show and Shine”, an event during the International “Homecoming” Festival, on Sunday, August 5, 2012 from 11:00 a.m. – 3:00 p.m., and a motion will be considered at the next Regular Session of Council on Monday, June 23, 2012.

FINANCE AND ADMINISTRATION – Chaired by Councillor MacEachern

- (i) Report of the Treasury Department - The report of the Treasury Department was received and reviewed.
- (ii) Cheque Register for month of June – Memo from the Assistant Treasurer dated July 6, 2012 with attached cheque register was received and reviewed, and three motions will be considered at the next Regular Session of Council on Monday, July 23, 2012.

5. **NEW BUSINESS**

No new business.

6. **ADJOURNMENT**

The meeting moved into closed session at 6:20 p.m. and adjourned at 8:40 p.m., at which time Council accepted the Mayor’s recommendation to call an emergency Special Council meeting.

Joan M. Flewelling
Town Clerk

Dated

AGENDA
COMMITTEES MEETING
WEDNESDAY, JULY 11, 2012 @ 5:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

CLOSED COMMITTEE MEETING – (Following adjournment of Open Committees Meeting).

1. Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – two (2) items
2. Personal Matter – Section 10.2(4)(b) of the New Brunswick *Municipalities Act* – one (1) item

OPEN COMMITTEES MEETING

1. RECORDING OF ATTENDANCE
2. APPROVAL OF AGENDA
3. DELEGATIONS/PRESENTATIONS
4. ITEMS

PUBLIC WORKS – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department
- (ii) Highway Usage Permit – Water Lateral – Valley Road – Memo from Director of Operations dated June 11, 2012 with attachments:
 - Letter from Allan Downey dated June 6, 2012
 - Letter from Property Management Officer, DOT, dated July 5, 2012
 - Addendum

POLICE AND FIRE - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP
- (ii) Report of the Fire Department
- (iii) Report of the By-Laws Office

PROPERTY, BY-LAWS AND ENVIRONMENT – Chaired by Councillor Booth

- (i) Report of Building Inspection Office
- (ii) Report of the Development Office
- (iii) By-Law No. T-1, "A By-Law to Regulate Vehicular Traffic – Memo from Manager, By-Laws and Building Inspection dated July 9, 2012 with attachments:
 - By-Law No. T-1
 - Two maps: "Typical Regular Crosswalk" and "Typical School Crosswalk"
- (iv) Animal Control Report
- (v) Report of the Property Management Office
- (vi) Pizza Delight Lease – Memo from Director, Parks, Recreation and Property Management dated June 21, 2012 with attachment:
 - Lease Extension Agreement
- (vii) RCMP Lease - Memo from Director, Parks, Recreation and Property Management dated June 21, 2012 with attachment:
 - Lease Agreement
- (viii) Zoning By-Law: Signs – Memo from Director, Parks, Recreation and Property Management dated July 6, 2012 with attachments:
 - Memo from Director, Parks, Recreation and Property Management dated October 3, 2011
 - Pages 67 – 71 of the Zoning By-Law

PARKS AND RECREATION – Chaired by Councillor MacDonald

- (i) Report of the Parks and Recreation Office
- (ii) Garcelon Civic Center Update – Councillor MacDonald

PLANNING, PROMOTION AND TOURISM – Chaired by Deputy Mayor Ames

- (i) Approval of Event – Letter from Canadian Co-Chair, International "Homecoming" Festival dated June 28, 2012.
- (ii) Approval of Event – Letter from Executive Secretary, St. Stephen Area Chamber of Commerce dated June 5, 2012.

FINANCE & ADMINISTRATION – Chaired by Councillor MacEachern

- (i) Report of the Treasury Department
- (ii) Cheque Register for month of June – Memo from Assistant Treasurer dated July 6, 2012 with attachment:
 - Cheque Register

5. NEW BUSINESS

6. ADJOURNMENT

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

COMMITTEE OF COUNCIL MEETING

THAT the Minutes of the Committee of Council meeting held on July 19, 2012 be approved as circulated.

AGENDA
COMMITTEE MEETING
THURSDAY, JULY 19, 2012 @ 4:00 P.M.
73 MILLTOWN BLVD., SUITE 112
ST. STEPHEN, NB

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. ITEM

Motion to move into closed session as per:

(i) Financial Matter - Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – one item

4. ADJOURNMENT

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

STAFF REPORTS

THAT the following staff reports for the month of June 2012 be adopted: Treasury Department; Public Works Department; Department of Parks, Recreation and Property Management; Fire Department; Department of By-Laws and Building Inspection; and Development Office.

Memo

To: John Ferguson, CAO
From: Tim Tozer, Treasurer
Date: 06 July 2012
Subject: Treasury/Accounting Department Report

Staff Activity since last report:

- 1) Accounting work involving:
 - A) Accounts Receivable processing (Daily payment processing, weekly deposits, monthly and quarterly invoicing for both the Utility and General Fund).
 - B) Accounts Payable processing (Verification and daily input of invoices, and weekly payment of amounts owed by the Town).
 - C) Payroll processing. (Bi-weekly).
 - D) General Ledger reconciliations and analysis of accounts of all funds (Monthly closing of accounting records for seven funds).
-Month end completed to February 29, 2012.
- 2) Statements of Revenue and Expenditures to May 31, 2012.
- 3) Preparation and review of departmental information for Committee and Council packages.
- 4) Computer server maintenance.
- 5) Meetings:
 - A) Royal Bank-Meeting with new bank representative-June 6, 2012.
 - B) Monthly Committee meeting-June 6, 2012.
 - C) Local clergy meeting-June 8, 2012.
 - D) Department Head meeting-June 25, 2012.
 - E) Special Committee meeting-June 28, 2012.
- 6) Issues concerning:
 - A) Capital Projects-Analysis, MCBB application and projection, monitoring, approval and processing of progress payments, grant remittance forms and debenture application:
 - 1) Combined Sanitary and Storm Sewer Separation-Construction and engineering payments, and grant claims.
 - 2) Gas Tax project-Combined Sewer Separation (Prince William Street to Budd Avenue).
 - 3) Gas Tax Project-Renovations to the Valley Road Reservoir.
 - 4) Gas Tax Project-Environmental Risk Assessment (CCME).
 - 5) Gas Tax Project-Replacement of Open-Bottom Box Culvert.
 - 6) Gas Tax Project-West and Dow Streets.
 - 7) 2010 & 2011 Sidewalks and Streets Rehabilitation.
 - 8) Pizza Delight Building Renovations.

- 9) Streets Tandem Plow Truck.
- 10) Fire Department Support Vehicle.
- 11) Civic Center.

B) Public Sector Accounting Board standard implementation.

C) Insurance Renewal.

D) Utility connection shutoffs.

E) Charles.F Todd Scholarships.

Projects for next month:

- 1) General Ledger Updates.
- 2) Public Sector Accounting Board standard project.
- 3) 2013 Budget

Tim Tozer, CMA
Treasurer
Town of St. Stephen

Public Works Report for June 2012

FROM: Lee Johnson Director of Operations
DATE: June 30,2012

1:Water system:

- a) Read meters for quarterly billing..
- b) Repaired 1 mainline.
- c) 2 Water Laterals were repaired.
- d) Started Marks Street Water Main project.

2:Streets:

- a) Rebuilt Cove Park Fence.
- b) Ditching on Main and Union Streets.
- c) Remove Brush at Catholic Cemetery.
- d) Street patching.

3: Waste Water:

- a) Lift station and Lagoon maintenance .
- b) Flushing Program.

4: Valley Road Reservoir ,Riverside Drive Box Culvert and Riverside DR. 2010 Projects:

- a) Complete for winter.

5: West and Dow Sewer and Water Project

- a) Received Municipal Capital Borrowing Board authorization June 29,2012

**Report of the Parks
and Recreation Office
July 2012**

Parks

- Communities in Bloom has been going very well. The judges will be in Town from July 31st to August 2nd. Our contest is going well, with over 20 registered so far. We have extended the deadline to August 31st.
- We had more issues with the Splash Pad, but it is back up and running.
- 1 of our Parks truck was in an accident and is no longer in use. Our department will now use the pick-up that was formerly used by the Fire Department.
- Met with Elm Street Nature Park committee, they are looking at placing some new signs in the Park.

Pool

- Swim lessons started on June 25th and have been going very well.

Recreation

- The celebration for Emily Baadsvik and Allyssa Cleaves will be held on Friday, July 6th.
- The Civic Centre Information Centre will be closing, but we are trying to make the 3D tour available at the VIC.
- Assisted with Rally in the Valley preparations.
- Tennis Camp will be held the week of July 9th – 13th

Meetings

- Civic Centre meetings
- Labour Management
- Communities in Bloom
- Gold Medal Event

Michael O'Connell
Director Parks, Recreation
& Property Management

**Report of the Property
Management Office
July 2012**

By-Law/Zoning Issues

- Working on Sign by-law with Mark and Holly. See attached.

Facilities

- Pizza Delight lease. See attached.
- RCMP facility lease. See attached.
- VIC plans to extend their current lease to the end of summer 2013.
- Student working at airport this summer, thanks to a grant from Giddens family.
- Working on flashing lights by Mall. This is the only set of lights that haven't been replaced and have been difficult to work on.

Other

- Assisted Rogers with their Community Event.
- Bike show at the airport.

Meetings

- AMANB
- George – Airport
- Hotel Development

Michael O'Connell
Director Parks, Recreation
& Property Management

St. Stephen Fire Department Report for June 2012

<u>Alarms were:</u>	Town Alarms	8
	Out of Town Alarms	3
	Mutual Aid- Calais	<u>1</u>
		12

Alarms are described as being:

		<u># of firefighters</u>	<u># of hours</u>
1. Structure	1	13	20
2. Alarm System Activation	2	17	22
3. Flakeboard (fire on a roof)	1	14	28
4. Vehicle	1	11	16
5. Assist AMB NB	3	34	42
6. Smoke in a Building	1	6	9
7. Mutual Aid – Calais	1	12	24
8. Rescue	1	11	28
9. Bonfire	1	14	21

Calls Dispatched for the month of June: 44

Fire Department Activities:

1. Fire Department Awarded three scholarships:
 - St. Stephen Fire Department Scholarship
 - Ernie Booth Memorial Scholarship
 - Peter McBride Memorial Prize- Highest mark grade 12 Welding
2. Monthly Meeting of the Fire Department.
3. Relay for Life.
4. Monthly meeting of committee.
5. Labour management meeting.
6. Members completed the practical component of their Auto Extrication Training.
7. Conducted "Backyard Campfire Permit Inspections".
8. One "Home Inspection" for placement of Smoke Detectors.
9. Joint Health and Safety Committee Meeting.
10. Provided the "Water Slides for the Milltown Elementary Fun Day". 4 members 3 hours.
11. Fire Extinguisher Inspections carried out in several locations.
12. Eighteen Members completed the practical portion of their Hazardous Material Awareness Course
13. Fire Chief worked 4 shifts as a Relief Driver/Dispatcher in June.

June 30, 2012

To: CAO – St. Stephen

Fr: By-Laws & Building Inspection

Re: June 2012 – Report

- One (1) noise complaint from the Queen St E area as it relates to the operation of machinery and barking dog. Warnings issued
- One (1) enquiry as to the placement of an accessory building only on an adjacent lot with a separate PID. Person advised not permitted under Zoning By-law.
- Four (4) letters sent to owners dealing with the Dangerous and Unsightly Premises By-Law. Pleasant St – Eaton St – Church St and Riverside Dr. This is the initial step before the formal process begins.
- One (1) complaint concerning the tall grass situated at the DOT property adjacent to the traffic circle. Provincial government will maintain the property until it is sold.
- Received a call from Property Management of the Charlotte County Mall concerning non-placement of Stop Signs (vertical) as opposed to the markings on the pavement. He was advised that this was private property and as such the Town does not have any issues with directional signs at the mall.
- Two (2) complaints concerning 2hr parking violations on Milltown Blvd. Warnings issued.
- Two (2) variance issues being prepared to take to PAC
- One (1) issue dealing with pool and no fencing School St. Owner contacted and pool dismantled
- One (1) complaint dealing with parking on both sides of streets Carleton & York during events at St. Stephen Middle School. No parking signs on South and Eastern sides respectively. Issue no emergency vehicle can get through. Matter referred to RCMP as they are responsible for traffic and pedestrian traffic in Town. One solution suggested was for the Middle School or school district to hire parking attendants during events to ensure proper parking
- Several complaints from VIC concerning skateboarding in the town Square and adjacent parking lot. Met with youths and advised them skateboarding is prohibited in Town. There is a park adjacent to the St. Stephen Legion.
- Preparing & Mailing of building permits to owners
- Researching and granting minor variances as the Assistant Development Officer
- Corresponding with the public on a daily basis with matters relating to Zoning Issues, Building By-law and other enforcement by-laws
- Signing off of bills and preparation of reports to Stats Canada, Service New Brunswick & CMHC

TOWN of ST. STEPHEN

Building Inspection Services

73 Milltown Blvd. St. Stephen NB. E3L-1G5

JUNE REPORT

2012

BUILDING INSPECTION

The month of June has brought in a total of 20(twenty) permits which represents \$484,893.00 in building costs.

Our office has had 2 (two) electrical waivers to deal with. We issued no stop work orders. In the month of April, we have 20 (twenty) Occurrences reports filed. This is down 50% from last year at this time.

The public response to on going inspection has been accepted very well, many home owners and contractors have commented on the fact that they are happy to have this service. As we like to explain we are a technical service which means we are here to help the builders and home owners with information not just permits.

It should be noted that prior to issue of a building permit a pre-site inspection is conducted to determine if a building permit is needed. All permits are based on the individual pre-inspection of the proposed work. If needed a plan review is conducted, (many instances do not warrant a permit as the work may be deemed maintenance only), and ongoing inspections are conducted throughout the construction period.

Respectively Submitted



**Manzer Young
Building Inspector
Town of St. Stephen**

June 30, 2012

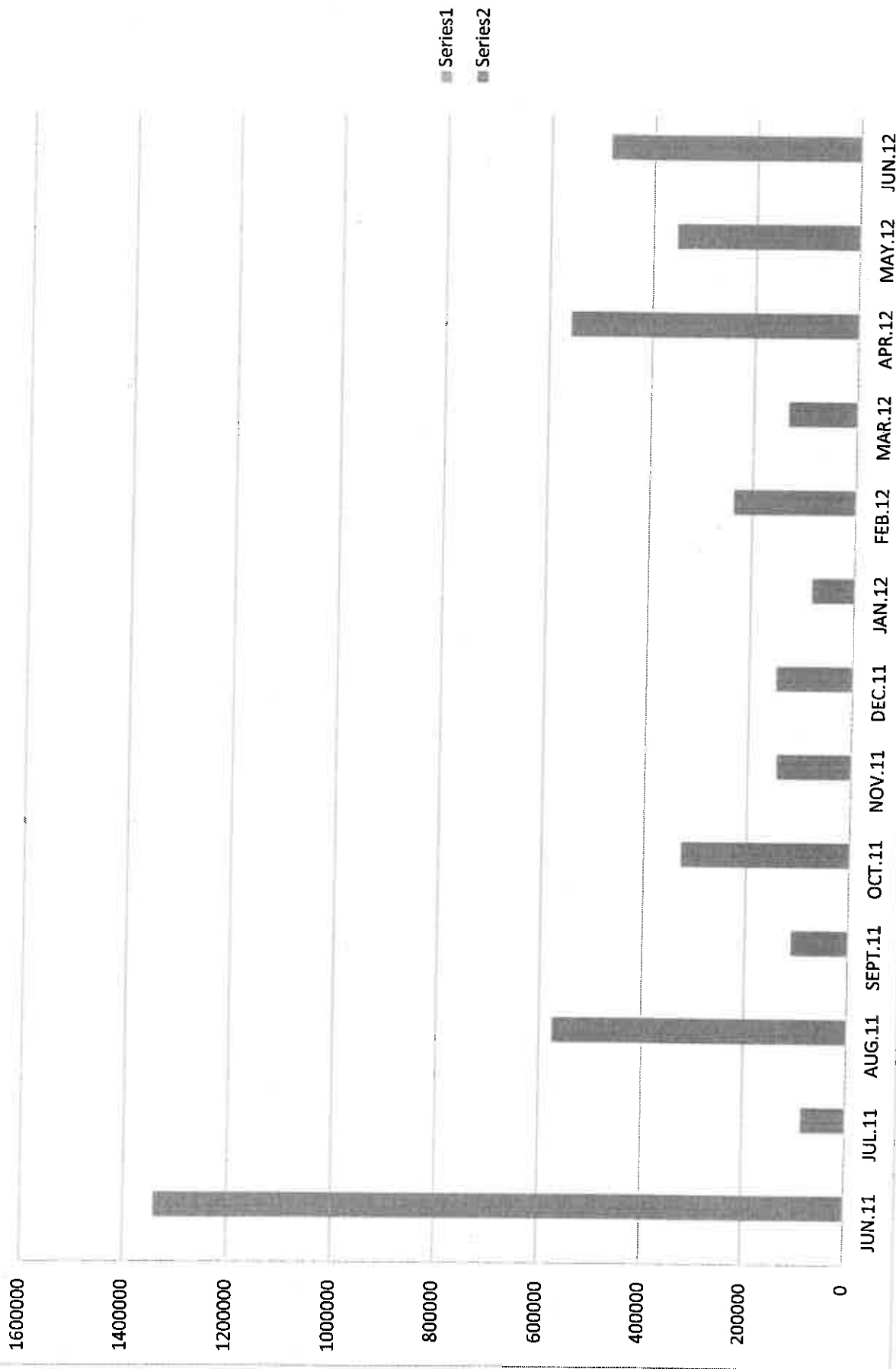
To: CAO – St. Stephen

Fr: REPORT OF THE DEVELOPMENT OFFICE (Assistant Development Officer)

Re: June 2012

- Twenty (20) Building, Sign & Demolition Permits issued – Totalling \$484,893
- Three (3) variance granted 4 Eaton St - 2 Springwood Court and 74 Queen St W, as it relates to rear setbacks for sheds

BUILDING PERMITS JUNE 2011 - JUNE 2012



RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

**EMERGENCY: BY-LAW RESPECTING PROCEDURES OF THE TOWN COUNCIL
AND TOWN ADMINISTRATION**

WHEREAS Section 12(2) of the *Municipalities Act* provides that all members of Council present may declare by resolution that an emergency exists and thereafter a by-law may be read three times at the one meeting of Council;

THEREFORE be it unanimously resolved that an emergency exists and By-Law No. A-2.3. being a By-Law to Amend a By-Law Respecting Procedures of the Town Council and Town Administration, be read three times at this Council meeting.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

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’” – FIRST READING – SHORT TITLE ONLY

THAT 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’” – be given First Reading – Short Title Only.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

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’” – SECOND READING – READING IN ITS ENTIRETY

THAT 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’” – be given Second Reading – Reading in its Entirety.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

**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’” – THIRD AND FINAL READING – SHORT TITLE ONLY**

THAT 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’” – be given Third and Final
Reading – Short Title Only.

THE TOWN OF ST. STEPHEN

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"

BE IT ENACTED BY THE COUNCIL OF THE TOWN OF ST. STEPHEN AS FOLLOWS:

1 Subsection 9.01(1) of Section 9 "Meetings" is amended by repealing it and substituting the following:

9.01 Regular Meetings

(1) The Council shall hold a regular meeting on the fourth Monday of each month, unless otherwise designated by resolution of Council. When any such Monday falls on a civic, public or statutory holiday, the Council shall meet on the following Tuesday if Council so determines.

IN WITNESS WHEREOF the Town of St. Stephen has caused the corporate seal of the said Town to be affixed to this By-Law this day of , 2012.

First Reading:

Second Reading:

Third Reading and Enactment:

John Quartermain, Mayor

Joan M. Flewelling, Clerk

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

**BY-LAW NO. T-1 – A BY-LAW TO REGULATE VEHICULAR TRAFFIC – FIRST
READING – SHORT TITLE ONLY**

THAT By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” which will repeal the existing By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” – be given First Reading – Short Title Only.

**THE TOWN OF ST. STEPHEN
BY-LAW NO. T-1
A BY-LAW TO REGULATE VEHICULAR TRAFFIC**

BE IT ENACTED BY THE COUNCIL OF THE TOWN OF ST. STEPHEN
AS FOLLOWS:

DEFINITIONS

1(1) In this by-law,

“bus stop” and “taxi stop” means a street or portion of a street set aside for the exclusive parking of buses or taxis for the purpose of allowing passengers to enter or alight there from;

“By-law Enforcement Officer” means the By-law Enforcement Officer appointed by the council under the authority of section 14 of the *Police Act*, S.N.B. 1977, Chapter 9.2;

“Chief Administrative Officer” means the Chief Administrative Officer of The Town of St. Stephen;

“Council” means the Town Council of The Town of St. Stephen;

“curb” means a structure with a vertical or sloping face along the edge of lane or street or shoulder strengthening or protecting the edge or clearly defining the edge;

“loading zone” means a street or portion of a street set aside for the exclusive parking of commercial vehicles for the purpose of loading and unloading merchandise;

“police force” means the St. Stephen Detachment of the Royal Canadian Mounted Police and in this by-law referred to as the “RCMP”;

“Province” means the Province of New Brunswick;

“street” is included in the definition of “highway” in the *Motor Vehicle Act* but is used in this by-law to refer to Town streets and “highway” refers to provincial highways;

“Town” means The Town of St. Stephen.

1(2) Words and phrases included in this by-law and not defined in subsection 1 have the same meaning as found in the *Motor Vehicle Act*.

ENFORCEMENT

- 2** The direction of vehicular and pedestrian traffic in the Town is under the jurisdiction of the RCMP Detachment Commander.
- 3** It shall be the duty of all members of the St. Stephen Detachment of the RCMP, and the By-law Enforcement Officer where authorized by by-law, to enforce traffic by-laws of the Town and the *Motor Vehicle Act* of the Province of New Brunswick.
- 4** The RCMP and the By-law Enforcement Officer are authorized in case of an accident, emergency or parade to re-route traffic and to prohibit the movement of traffic on any street or highway in the Town.
- 5(1)** No parade shall be held in the Town without first obtaining permission in writing from the Chief Administrative Officer who shall notify the RCMP Detachment of all approved parades, time and location.
- 5(2)** If a parade is scheduled for a provincial highway, the Chief Administrative Officer shall advise the District Transportation Engineer in writing with adequate notice and include assurances that all relevant safety factors have been addressed.

TRUCK ROUTES

- 6(1)** The highways, or portions of highways, designated in Schedule "A" attached hereto are truck routes within the Town.
- 6(2)** The driver of a vehicle having a gross weight of 4500 kilograms or more shall not use any street within the Town except a truck route provided that the driver may, for the purposes of delivering or taking delivery of a load at a point of delivery within the Town not immediately accessible to a truck route, and of returning therefrom, use the truck route to and from the entrance thereon, nearest the point of delivery and use the street not being a truck route which provides the shortest route between the truck route and the point of delivery.
- 6(3)** Subsection (2) does not apply to motor vehicles owned by the Town, or to Her Majesty the Queen, their contractors or agents involved in the performance of their duties for the Town or the Queen.
- 6(4)** The driver of a truck engaged in activities related to construction work within the Town, except for a designated truck route, shall not use any street in the site construction area except an access route between the designated truck and the construction site described for use at a particular site upon application to and approval by the Chief Administrative Officer.

7 Notwithstanding the foregoing sections, the Council may, in its discretion upon application in writing by the truck operator and/or owner and good cause being shown therefore, issue a special permit, authorizing the applicant to take the tractor only from the truck route to his/her place of residence or to operate or move a truck on any street in the Town, and the said permit shall be signed by the Chief Administrative Officer and may include a time limit.

DISABLED PARKING

8 No person shall park a vehicle on a street in a location reserved for parking by disabled persons unless there is displayed on or in the vehicle a disabled persons identification plate, permit or placard issued by the Registrar of Motor Vehicles for the Province and disabled parking shall be identified, and designated in Schedule "B" of this by-law.

ANGLE AND PARALLEL PARKING

9(1) Where angle parking is permitted, a vehicle shall be parked at an angle of 45° to the curb or boundary of such street, so that the front of the vehicle is nearest to the curb or boundary of the street.

9(2) When angle or parallel parking spaces are indicated by suitable markings, no vehicle shall be stopped except within the marked limits of a parking space.

9(3) No person shall park a vehicle for more than two (2) hours on King Street and Milltown Boulevard on the side and between the limits designated in Schedule "C" of this by-law.

PARKING RESTRICTIONS

10 No person shall park a vehicle, at any time, at the side of the streets or portions of streets between the limits designated in Schedule "D" hereto attached and forming part of this by-law.

11 For snow removal purposes, during the period from the 15th day of November in any year to the 31st day of March in the following year, no person shall park any vehicle unattended on any street within the Town between the hours of midnight and 7:00 AM.

STOP AND YIELD SIGNS

12 Stop signs and yield signs shall be erected on streets as designated in Schedule "E" hereto attached and forming part of this by-law.

TRAFFIC LIGHTS

13 Traffic lights shall be erected on streets as designated in Schedule "F" attached hereto and forming part of this by-law.

ONE-WAY STREETS

14 One-way streets shall be the locations described in Schedule "G" hereto attached and forming part of this by-law.

SPEED LIMITS

15 When water, mud or slush is laying on any street every driver shall reduce the speed of his vehicle so as to avoid splashing any pedestrian.

PEDESTRIAN CROSSWALKS

16 Pedestrian crosswalks shall be the locations described in Schedule "H" hereto attached and forming part of this by-law.

SCHOOL CROSSWALKS

17 School crosswalks shall be the locations described in Schedule "I" hereto attached and forming part of this by-law.

SIGNS

18(1) Except where permitted by by-law, no person shall place or erect, or cause to be placed or erected, any signs advertising any goods or services on or attached to any utility pole or tree within the limits of any street, highway or sidewalk right-of-way within the Town.

18(2) The By-law Enforcement Officer or any Peace Officer may remove, or cause to be removed, any sign placed in the areas specified in subsection (1).

18(3) Unless claimed by the owner, all signs removed as contemplated by subsection (2) may be destroyed seven (7) days after their removal.

18(4) Nothing herein contained shall be construed to prevent any governmental authority from erecting any traffic control devices, informational signs or directional signs.

18(5) No person shall place, erect, affix or maintain or cause to be placed, erected, affixed or maintained upon a building within the Town any sign, pole, luminaries, advertising device or any goods, wares or merchandise which projects over a street.

18(6) Where this section is inconsistent with a provincial regulation or Town by-law respecting advertising on or near public streets, the more restrictive regulations shall apply.

GENERAL

- 19** No construction, repair or alteration of a building abutting a street, which necessitates the occupancy of a sidewalk or roadway in front of such building, shall be commenced until permission has been obtained in writing from the Chief Administrative Officer.
- 20** No person shall move, or cause to be moved, a building along any street without having obtained permission in writing from the Chief Administrative Officer and from the Minister of Transportation and Infrastructure for any provincially designated highways.
- 21** On a street no person shall move, haul or cause to be moved or hauled, any logs, lumber or other material so that it comes in contact with the street.
- 22** The owner of a building situated within three (3) metres of a street and having a roof sloping towards such street shall keep such roof free from snow and ice.
- 23** Every person while engaged in removing snow or ice from the roof of a building shall exercise due precautions to prevent injury or damage to persons or property on the street.
- 24** No person shall place snow or ice on any street or highway, sidewalk or square in such a manner that impedes, or is likely to impede, the movement of traffic or pedestrians thereon.
- 25** No person or business shall permit water to fall upon a sidewalk from the roof of a building owned or occupied by that person.
- 26** Without the permission of the Chief Administrative Officer, no person shall place, or cause to be placed, on a street or highway or sidewalk any lumber, stone, brick, lime, building material, earth, ashes, cinders, firewood, containers, other material, or any goods, wares or merchandise for sale or display, or directional signs for residential developments and from the Minister of Transportation and Infrastructure on provincially designated highways.
- 27** No person shall place or string across any street an advertising device without the permission in writing from the Council, and the device shall not remain in place for a period longer than is permitted by Council, and in the case of provincially designated highways, the Chief Administrative Officer shall advise the District Transportation Engineer in writing with adequate notice and include assurances that all relevant safety factors have been addressed.
- 28** Subject to this by-law, no person shall coast or slide or operate a sled, toboggan, wagon, skateboard, roller blades, or other device on a street or highway in the Town.
- 29** No person shall operate a snowmobile or all terrain vehicles on a street, highway, or sidewalk in the Town.
- 30** No person shall stop or operate a vehicle within ten (10) meters from the rear of all snow removal and plowing equipment while such vehicle is in operation.

31 No person shall wash a motor vehicle or trailer on any public street or square.

PENALTY PROVISION

32(1) A person who violates or fails to comply with any provision of this by-law is guilty of an offence and upon conviction is liable to a fine of not less than fifty dollars (\$50.00) and not more than one hundred and twenty-five dollars (\$125.00).

32(2) Fines imposed pursuant to subsection (1) shall be recoverable under the *Provincial Offences Procedures Act*, S.N.B. 1987, Ch. P-22.1.

32(3) Any person who violates or fails to comply with any provision of this by-law and is convicted for the same offence for a second or subsequent time is liable to a fine of not less than one hundred dollars (\$100.00) and not more than one hundred and twenty-five dollars (\$125.00). All such fines shall be recoverable under the *Provincial Offences Procedures Act*, S.N.B. 1987, c.P-22.1.

32(4) Subject to being liable for points required to be assessed against the driver for a conviction, a payment made under Section 32 (1) and (3) shall constitute a full satisfaction, release and discharge of all penalties and imprisonment incurred by such person for such violation.

REPEAL PROVISION

33 By-law No. T-1, A By-law to Regulate Vehicular Traffic in The Town of St. Stephen, enacted on May 3, 2004 and all amendments is hereby repealed.

IN WITNESS WHEREOF The Town of St. Stephen has caused its corporate seal to be hereunto affixed to this by-law the day of , 2012.

FIRST READING:

SECOND READING:

THIRD READING AND ENACTED:

Mayor

Town Clerk

TRAFFIC BY-LAW - TRUCK ROUTES
SCHEDULE "A"

1. King Street
2. Milltown Boulevard
3. Church Street
4. Pleasant Street
5. St. Stephen Drive
6. Route 740
7. International Bridge Street
8. Route 170 from the Traffic Circle East to the town limits

TRAFFIC BY-LAW - DISABLED PARKING
SCHEDULE "B"

1. Wharf Parking Area
2. Charlotte Mall
3. Atlantic Superstore
4. Shoppers Drug Mart
5. Miss D's
6. Municipal RCMP Parking Lot
7. Bank of Nova Scotia
8. Royal Bank
9. St. Stephen Legion
10. Canadian Tire
11. Salmon Falls Seniors Building
12. Milltown Legion
13. Border Arena
14. Ganong Complex
15. Charlotte County Hospital
16. St. Stephen Library
17. Lincourt Manor
18. Kent Building Supplies
19. Sobeys
20. Subway
21. A&W
22. Cotton Mill Memorial
23. St. Stephen High School

TRAFFIC BY-LAW - PARKING RESTRICTIONS – TWO (2) HOUR PARKING
SCHEDULE "C"

1. King Street –Milltown Boulevard to McColl Street – West Side
2. King Street – Milltown Boulevard to civic Number 65 – East Side
3. St. Stephen Wharf Parking Lot – Foot of King Street – All spaces
4. Milltown Blvd – Civic Address # 1 – 15 meters East of Crosswalk at Mark St. – North Side
5. Milltown Blvd – North Side – West of Mark St – To 15 meters East of Crosswalk at Main Street
6. Milltown Blvd – North Side West of Main St. – To Watson Street
7. Milltown Blvd - Civic address #26 to 7.5 meters East of Crosswalk at Mark Street – South Side
8. Milltown Blvd – 15 meters West of Crosswalk at Mark Street to 7.5 meters east of Crosswalk at Main Street – South Side
9. Milltown Blvd. – 15 Meters West of Crosswalk at Main Street to Civic # 204 Milltown Blvd. – South Side

TRAFFIC BY-LAW - PARKING RESTRICTIONS
AT ANY TIME - SCHEDULE "D"

1. Armstrong Street – Between Churchill & Duke Streets – North Side
2. Budd Avenue – Milltown Boulevard to end of Library property – Both Sides
3. Princess Street to East end of Budd Avenue – Both Sides
4. No Truck Parking from East end of Library property Princess Street– South Sides
5. Church Street – Between Milltown Boulevard & Queensway – East Side
6. Church Street – West side from Queensway to St. Peter's Church
7. Dow Street – Both Sides
8. Garden Street – North Side
9. George Street – East End
10. King Street – Between Railway Tracks & Kings Court – Both Sides
11. King Street East of Kings Court 15 meters prior to the School Crosswalk-North Side
12. King Street East of Kings Court 15 meters prior to the School Crosswalk – South Side
13. King Street between #65 & 71
14. Kings Court – Between school entrance & King Street – North Side
15. Marks Street – East Side – 30 meters South of crosswalk
16. Marks Street – East Side -15 meters North of crosswalk
17. Marks Street – West Side – 15 meters South of crosswalk
18. Marks Street – West Side – 30 meters North of crosswalk
19. Milltown Boulevard at #204 (Canada Customs)
20. Milltown Boulevard – All entrances to Waterfront – Both Sides
21. Milltown Boulevard & King Street – On either side of #1 Milltown Boulevard
22. Milltown Boulevard & Marks Street – North Side 15 meters East of crosswalk
23. Milltown Boulevard & Marks Street – North Side 7.5 meters West of crosswalk
24. Milltown Boulevard & Marks Street – South Side 15 meters West of crosswalk
25. Milltown Boulevard & Marks Street – South Side 7.5 meters East of crosswalk
26. Milltown Boulevard & Main Street – South Side 15 meters West of crosswalk
27. Milltown Boulevard & Main Street – South Side 7.5 meters East of crosswalk
28. Milltown Boulevard & Main Street – North Side 15 meters East of crosswalk
29. Milltown Boulevard & Main Street – North Side 7.5 meters West of crosswalk
30. Milltown Boulevard – From #150 to Waterfront Entrance
31. Milltown Boulevard – From #102 to driveway Waterfront Exit
32. Milltown Boulevard – From #42 to Waterfront Entrance

33. Milltown Boulevard – From #112 to Waterfront Exit
34. Milltown Boulevard & Centre Street – North Side – 65 meters East of crosswalk
35. Milltown Boulevard & Centre Street – North Side – 65 meters West of crosswalk
36. Milltown Boulevard & Centre Street – South Side – 65 meters East of crosswalk
37. Milltown Boulevard & Centre Street – South Side – 65 meters West of crosswalk
38. McColl Street – Between King Street & Dead End – North Side
39. Porter Street – Between Union & Queen Streets – East Side
40. Prince William Street – Between #38 & intersection of Princess Street – South Side
41. Prince William Street – Wall Street to Railway Tracks – South Side
42. Princess Street – Between Armstrong & Prince William Streets – East Side
43. Queen Street East – From corner of King Street, 100 meters, both sides
44. Queen Street West – Between Marks & Main Streets – North Side
45. School Street – corner Union Street to Middle School entrance to Pool – East Side
46. St. Croix Street – East end
47. Union Street – All commercial vehicles 4500 kg or more
48. Veazey Street – in front of #2- West Side
49. Young Street – All commercial vehicles 4500 kg or more
50. Young Street – From Carmen's Diner to Lisgar Street – North Side

TRAFFIC BY-LAW - STOP & YIELD SIGNS
SCHEDULE "E"

<u>Street</u>	<u>Sign</u>
Abbott Street at Queen Street East	Stop
Aberdeen Street at Lisgar Street	Stop
Aberdeen Street at Marks Street	Stop
Albert Street at Main Street	Stop
Albert Street at Rose Street	Stop
Armstrong Street at Duke Street	Stop
Armstrong Street at Princess Street	Stop
Bell Avenue at Pleasant Street	Stop
Belliveau Avenue at Riverside Drive	Yield
Birchwood Court at Thompson Avenue	Stop
Boundary Street at Milltown Boulevard	Stop
Brewer's Lane at Church Street	Stop
Brook Street at Queen Street West	Stop
Buchanan Street at Milltown Boulevard	Stop
Budd Avenue at King Street	Yield
Burton Avenue at Milltown Boulevard	Stop
Carleton Street at Main Street	Stop
Carleton Street at Rose Street	Stop
Carleton Street at School Street	Stop
Cedar Street at Elm Street	Stop
Cedar Street at Pine Street	Stop
Cemetery Road at West Street	Stop
Centre Street at Milltown Boulevard	Stop
Centre Street at Queensway	Stop
Chocolate Drive at King Street	Stop
Churchill Street at Prince William Street	Stop
Churchill Street and Armstrong	Stop
Churchill Street at Budd Avenue	Stop
Churchill Street at Queen Street East	Stop
Cotton Mill Lane at Milltown Boulevard	Stop
Cove Street at Milltown Boulevard	Stop
Cove Street at Union Street	Stop
Deacon Lane at Pleasant Street	Stop
Dow Street at Hawthorne Street	Stop
Dow Street at West Street	Stop
Duke Street at Prince William Street	Stop
Duke Street at Queen Street East - North & South	Stop
Eaton Street at Green Street	Stop
Edgewood Street at Hill Street	Stop
Edwin Street at Marks Street	Stop

TRAFFIC BY-LAW - STOP & YIELD SIGNS
SCHEDULE "E" CONTINUED

Edwin Street at Union Street	Stop
Elizabeth Street at Main Street	Stop
Elizabeth Street at Rose Street	Stop
Elm Park Street at Pinewood Drive	Stop
Elm Street at Queen Street West - North & South	Stop
Elm Street at Union Street	Stop
Garden Street at Thompson Avenue	Stop
George Street at Main Street - East & West	Stop
Green Street at Pleasant Street	Stop
Hamilton Lane at King Street	Stop
Hartford lane at Milltown Boulevard	Stop
Hartford Lane at West Street	Stop
Hawthorne Street at Milltown Boulevard	Stop
Hawthorne Street at Union Street	4 way Stop
Hayman Avenue at Union Street	Stop
Hill Street at Milltown Boulevard	Stop
Hill Street at Queensway	4 way Stop
Hospital Exit at Prince William Street	Stop
Hospital Exit at Garden Street	Stop
Kings Court Street at King Street	Stop
Lisgar Street at Queen Street West	Stop
Lisgar Street at Groom Street	Stop
Main Street at Milltown Boulevard	Stop
Main Street at Union Street — North & South	Stop
Main Street at Queen Street West — North & South	Stop
Maple Street at Spring Street	Stop
Marks Street at Milltown Boulevard	Stop
Marks Street at Union Street — North & South	Stop
Marks Street at Queen Street West — North & South	Stop

TRAFFIC BY-LAW - STOP & YIELD SIGNS
SCHEDULE "E" CONTINUED

Maplewood Court at Thompson Avenue	Stop
McColl Street at King Street	Stop
Moore's Lane at Pleasant Street	Yield
Murchie Avenue at Riverside Drive	Stop
Murchie Avenue at Milltown Boulevard	Stop
Nesbitt Avenue at Porter Street	Stop
Pagan Street at Princess Street	Stop
Pagan Street at Duke Street	Stop
Parkwood Drive at Elm Street	Stop
Parkwood Drive at Hawthorne Street	Stop
Pine Street at Parkwood Drive	Stop
Pine Street at Queen Street West - North & South	Stop
Pine Street at Union Street	Stop
Pinewood Drive at Spring Street	Stop
Porter Street at Queen Street West	Stop
Porter Street at Union Street	Stop
Princess Street at Prince William Street	Stop
Princess Street at Queen Street East - North & South	Stop
Queen Street West at Hawthorne Street	Stop
Queen Street East at Thompson Avenue	Stop
Queen Street at Princess Street	Stop
Queensway at Church Street - East & West	Stop
Queensway at Pleasant Street	Stop
Riverside Drive at Milltown Boulevard - North & South	Stop
Riverside Drive at Pleasant Street	Stop
Rose Street at Queen Street West	Stop
Rose Street at Union Street	Stop
Ross Avenue at Church Street	Stop
Rushton Street at Milltown Boulevard	Stop
Rushton Street at Union Street - North & South	Stop
Rushton Street at Veazey Street	Stop
St. Croix Street at Main Street - East & West	Stop
St. James Street at Hill Street	Stop
Schoodic Street at Milltown Boulevard	Stop

TRAFFIC BY-LAW - STOP & YIELD SIGNS
SCHEDULE "E" CONTINUED

Schoodic Street at West Street	Stop
School Street at Queen Street West	Stop
School Street at Union Street	Stop
Spring Street at Pleasant Street	Stop
Tilley Street at King Street	Stop
Thompson Avenue at Prince William Street	Stop
Todd Street at Pleasant Street	Yield
Union Street at Boundary Street West	Stop
Veazey Street at Union Street	Stop
Veazey Street at Victoria Street - East & West	Stop
Victor Street at King Street	Stop
Victoria Street at Elm Street	Stop
Victoria Street at Rose Street - East & West	Stop
Wall Street at Prince William Street	Stop
Waterfront Exits at Milltown Boulevard	Stop
Watson Street at Milltown Boulevard	Stop
Watson Street at Union Street	Stop
West Street at Milltown Boulevard	Stop
West Street at Union Street	Stop
Young Street at King Street	Stop
Young Street at Lisgar Street	Stop

TRAFFIC BYLAW - TRAFFIC LIGHTS
SCHEDULE "F"

1. King Street and Charlotte Mall Entrance
2. King Street and Queen Street
3. King Street and Union Street/Prince William Street
4. King Street – Atlantic Superstore and Kent Building Supplies
5. King and Milltown Boulevard

TRAFFIC BYLAW - ONE WAY STREET SIGNS
SCHEDULE "G"

1. Deacon Lane - Milltown Boulevard to Pleasant Street
2. Duke Street - South of Prince William Street to Pagan Street
3. Burton Street - Milltown Boulevard to King Street
4. Post Cove Road - King Street to Budd Avenue
5. Vroom Avenue – Post Cove Road to Milltown Boulevard
6. Burton Street – King Street to Heritage Parking Lot

TRAFFIC BYLAW - PEDESTRIAN CROSSWALKS
SCHEDULE "H"

1. Milltown Boulevard & Marks Street
2. Milltown Boulevard & Main Street
3. Milltown Boulevard & Pleasant Street
4. Queen Street East & Abbott Street
5. Queen Street East & Princess Street
6. Queen Street East & Duke Street
7. Queen Street West & Porter Street
8. Queen Street West & School Street
9. Union Street & School Street

TRAFFIC BY-LAW –SCHOOL CROSSWALKS
SCHEDULE “I”

1. King Street at Kings Court
2. Milltown Boulevard – Milltown Elementary School
3. Marks Street – St. Stephen Middle School

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

BY-LAW NO. Z-1.1 – “A BY-LAW TO AMEND BY-LAW NO. Z-1, BEING THE TOWN OF ST. STEPHEN ZONING BY-LAW” – FIRST READING – SHORT TITLE ONLY
THAT By-Law No. Z-1.1 – “A By-Law to Amend By-Law No. Z-1, being the Town of St. Stephen Zoning By-Law” – be given First Reading – Short Title Only.

TOWN OF ST. STEPHEN

BY-LAW NO. Z-1.1

A BY-LAW TO AMEND BY-LAW NO. Z-1, BEING THE TOWN OF ST. STEPHEN ZONING BY-LAW

Be it enacted by the Council of the Town of St. Stephen as follows:

1 Subsection **9.3.6 Portable Signs** be added under Section **9.0 SIGNAGE** which reads as follows:

9.3.6 Portable Signs

- (1) *Portable signs* shall be permitted in the Large Format Commercial (LFC), Institutional (INST) and Commercial Mix (CM) Zones provided that:
 - (a) no *portable sign* shall exceed a maximum size of 5m² (54ft²) in total surface area;
 - (b) a *portable sign* is not illuminated;
 - (c) no more than one *portable sign* is provided per lot;
 - (d) a *portable sign* is not located:
 - (i) on public property;
 - (ii) on a parking space or driveway; or
 - (iii) within a *site triangle*.
 - (e) a *portable sign* must advertise for an on-site business.
 - (f) no *portable sign* shall be in place for longer than a 15 day period, unless renewed;
 - (g) no *portable sign* shall be renewed more than three times per calendar year except for *portable signs* for a community or non-profit group event, which may be renewed a maximum of four times per calendar year.

IN WITNESS WHEREOF the Town of St. Stephen has caused the corporate seal of the said Town to be affixed to this By-Law the _____ day of _____, 2012.

First Reading:

Second Reading:

Third Reading and Enactment:

John Quartermain, Mayor

Joan M. Flewelling, Town Clerk

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

HIGHWAY USAGE PERMIT ADDENDUM – WATERLINE – VALLEY ROAD

THAT the Council of the Town of St. Stephen authorizes the Mayor and Clerk to sign an Addendum, Permit Number 201203R075000101 to Highway Usage Permit Number 200803R075000101 with the Department of Transportation and Infrastructure for the installation of a waterline across Route 750 to PID (Property Identifier) 01256874 contingent on the following:

- The owner of PID 01256874 shall pay all costs associated with the above-noted Addendum and any future repairs to the Valley Road and the waterline; and,
- The owner of PID 01256874 shall be subject to the Town's Water and Sewer By-Laws.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

PIZZA DELIGHT LEASE EXTENSION AGREEMENT

THAT the Council of the Town of St. Stephen authorizes the Mayor and Clerk to enter into a four (4) year Lease Extension Agreement with 600633 NB LTD (Pizza Delight) retroactive to January 1, 2012 and expiring December 31, 2015.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

ROYAL CANADIAN MOUNTED POLICE LEASE AGREEMENT

THAT the Council of the Town of St. Stephen authorizes the Mayor and Clerk to enter into a five (5) year Lease Agreement with the Royal Canadian Mounted Police (RCMP) retroactive to April 1, 2012 and expiring March 31, 2017.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

APPROVAL OF EVENT – INTERNATIONAL “HOMECOMING” FESTIVAL

THAT the Council of the Town of St. Stephen grants permission to International “Homecoming” Festival to hold its festival from Friday, August 3 to Sunday, August 12, 2012 as outlined in its Calendar of Events.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

**APPROVAL OF EVENT – N. B. ANTIQUE AUTO CLUB, PASSAMAQUODDY
REGION AND THE ST. STEPHEN AREA CHAMBER OF COMMERCE – “SHOW
AND SHINE”**

THAT the Council of the Town of St. Stephen grants permission to the N. B. Antique Auto Club, Passamaquoddy Region and the St. Stephen Area Chamber of Commerce, to play music at its “Show and Shine” event on Sunday, August 5, 2012 from 11:00 a.m. – 3:00 p.m. at the Kent Home Improvement parking lot.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER – CONSTRUCTION COMMITTEE COMPOSITION

THAT the Council of the Town of St. Stephen accepts, in addition to the previously appointed Mayor John Quartermain and Councillor Debbie MacDonald, the following as members of the Civic Center Construction Committee: CAO John Ferguson; Project Manager Ed Farren; and Financial Advisor/Project Accountant Frank Godsoe.

AND FURTHER THAT the Civic Center Construction Committee shall keep all members of Council updated on a monthly basis.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

**NEW BRUNSWICK ASSOCIATION FOR COMMUNITY LIVING – TRANSITION TO
WORK PROGRAM**

THAT the Council of the Town of St. Stephen approves an unbudgeted grant to the New Brunswick Association for Community Living (NBACL) to cover a two week paid job placement with the Town of St. Stephen, based on minimum wage and applicable benefits, for the student as part of the “Transition to Work” program.

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

BOYS & GIRLS CLUB OF CHARLOTTE COUNTY INC. – GRANT

WHEREAS the Boys & Girls Club of Charlotte County Inc. has requested that the Town provide to it a yearly grant in the amount of \$5,000 (five thousand dollars) for a period of 10 (ten) years beginning in 2013;

AND WHEREAS Council of the Town of St. Stephen has approved, in principle, that the Chief Administrative Officer establish a \$5,000.00 (five thousand dollars) grant line item for the 2013 budget, and to continue, not exceeding 10 (ten) years, subject to the submission of an acceptable business case by the Boys & Girls Club of Charlotte County Inc. outlining the requirement of the funding request and the benefit to the St. Stephen residents, and further that the business case must be reviewed and approved by the Chief Administrative Officer prior to September 1, 2012;

AND WHEREAS the Chief Administrative Officer has reviewed and approved the business case presented by the Boys & Girls Club of Charlotte County Inc., and recommends that the Town provide the requested grant upon the terms and conditions set out in the attached letter agreement;

NOW THEREFORE BE IT RESOLVED:

THAT the letter agreement between the Town of St. Stephen and the Boys & Girls Club of Charlotte County Inc., in the form presented to Council (the "Letter Agreement"), is hereby approved;

THAT the Mayor and Clerk be authorized to sign the Letter Agreement and any other documentation related thereto;

THAT pursuant to the Letter Agreement, the Town of St. Stephen directs the Chief Administrative Officer to establish a \$5,000.00 (five thousand dollars) grant line item for the 2013 budget for the Boys & Girls Club of Charlotte County Inc., and to continue such grant line item for the future budget years, not exceeding 10 (ten) years, subject to the Boys & Girls Club of Charlotte County Inc. agreeing to and complying with the terms and conditions set out in the Letter Agreement.



TOWN OF ST. STEPHEN

Incorporated 1871

"Canada's Chocolate Town"

July 20, 2012

Boys & Girls Club of Charlotte County Inc.
P.O. Box 354
163 King Street
St. Stephen, N.B. E3L 2X2

Attention: Heather Estey, Executive Director

Dear Ms. Estey:

**Re: Grant from The Town of St. Stephen to
the Boys & Girls Club of Charlotte County Inc.**

The Council of the Town of St. Stephen has approved, subject to the terms and conditions set out in this letter, a grant for the Boys & Girls Club of Charlotte County Inc. ("BGCCC") in the amount of Five Thousand Dollars (\$5,000.00) per year beginning in 2013, and to continue on a yearly basis, not exceeding ten (10) years in total (the "Grant").

The Town's commitment to provide this yearly Grant to the BGCCC is subject to the following terms and conditions:

1. the Grant be used by the BGCCC for the purposes of assisting with the acquisition of new premises as described in the BGCCC letter dated June 14, 2012 to the Mayor and Council, a copy of which is attached hereto as Schedule "A";
2. the BGCCC continue to maintain and provide to the residents of the Town of St. Stephen, offered substantially on the same basis, services and programs similar to those which are presently provided; and
3. the BGCCC maintain its status as a registered charitable organization.

Should BGCCC fail to adhere to any of these conditions, the Town's commitment to provide the yearly Grant to the BGCCC shall be at an end.

If the terms set out in this letter are acceptable to you, please sign below where indicated.

THE TOWN OF ST. STEPHEN

Mayor

Clerk

The undersigned hereby acknowledges and agrees to the terms and conditions set out in this letter.

BOYS & GIRLS CLUB OF
CHARLOTTE COUNTY INC.

Executive Director



Boys & Girls Club
of Charlotte County

Schedule "A"

June 14, 2012

Dear Mayor and Council;

I am writing to request that Council approve the resolution passed on April 16th, 2012; directing the Chief Administrative Officer to establish a \$5,000 grant line for the 2013 fiscal year and to continue for ten years.

The approval of this grant will allow us to secure a loan for \$50,000 which will assist us in securing and renovating a new home for the Boys and Girls Club. Facilities have always been a challenge for us; we have always leased properties. Our first home was sold and we needed to move. Our second home is in very bad repair, does not provide enough space for quality teen programming, and is not wheelchair accessible. Our daycare facility quickly outgrew its current building.

Many years ago the Civic Centre committee and the BGCCC were both discussing new facilities and capital campaigns, it was decided that it would be best for both organizations to work together as one facility and one capital campaign. We believed that our partnership with the Civic Centre would provide us with a 'home' our children and youth deserve; for this reason the BGCCC was marketed throughout the fundraising process.

We have recently come to realize that we will not be permitted to call the Garcelon Civic Centre our home. Since this realization the BGCCC has been forced to make some serious decisions about our future. As for a variety of reasons the status quo is no longer acceptable. The children and youth deserve to have a home that is in great condition, wheelchair accessible and has green space.

The Boys and Girls Club of Charlotte County provides a safe, supportive place where children can experience new opportunities, overcome barriers, build positive relationships, and develop confidence and skills for life. We strongly believe that the Boys and Girls Club of Charlotte County is providing a tremendous service to the St. Stephen community. Any town's ability to compete depends on the ability of its citizens. By providing programs for our children and youth – we are also a partner in our community's development. I have attached our Footprint document for your reference.

Yours in Community,

Heather Estey

Executive Director

PO Box 354
163 King Street
St. Stephen
New Brunswick E3L 2X2
T 506 / 466 - 4300
F 506 / 466 - 4303
www.nbkidsclub.ca

Registered Charitable Organization No. 89134 1745 RR0001
No. d'enregistrement d'organisme de charité 89134 1745 RR0001

A good place to be

RESOLUTION NO.: _____

DATE: July 23, 2012

MOVED BY: _____

SECONDED BY: _____

ADJOURNMENT
THAT the meeting adjourn.