

**TOWN OF ST. STEPHEN**  
**REGULAR COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**MONDAY, JUNE 24, 2013 @ 7:00 P.M.**

1. PRAYER
2. RECORDING OF ATTENDANCE

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

3. APPROVAL OF AGENDA

**AGENDA**

Moved by Councillor MacEachern  
Seconded by Deputy Mayor Ames

**147/13** **THAT** the Agenda be approved as circulated. **CARRIED**

4. CONFLICT OF INTEREST

There were no conflicts of interest declared.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

There were no petitions/presentations/proclamations.

6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

**REGULAR COUNCIL MEETING**

Moved by Councillor Maxwell  
Seconded by Councillor Harding

**148/13** **THAT** the Minutes of the Regular Council meeting held on May 27, 2013 be approved as circulated. **CARRIED**

8. ACCOUNTS

**STATEMENTS OF REVENUE AND EXPENDITURE**

Moved by Councillor MacEachern

Seconded by Councillor Booth

**149/13** **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to May 31, 2013 be received.

**CARRIED**

**PAID BILLS**

Moved by Councillor Maxwell

Seconded by Councillor Harding

**150/13** **THAT** the paid bills in the amount of \$1,134,686.93 (one million, one hundred and thirty-four thousand, six hundred and eighty-six dollars and ninety-three cents) be received.

9. COMMUNICATIONS

**COMMUNICATION FOR INFORMATION FILE**

Moved by Councillor Booth

Seconded by Deputy Mayor Ames

**151/13** **THAT** Communication for Information, note and file, be adopted. **CARRIED**

**COMMUNICATION FOR ACTION**

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

**COMMITTEE OF COUNCIL MEETING**

Moved by Councillor Harding

Seconded by Councillor MacEachern

**152/13** **THAT** the Minutes of the Committee of Council meeting held on June 3, 2013 be approved as circulated. **CARRIED**

**COMMITTEES MEETING**

Moved by Councillor MacEachern

Seconded by Councillor Harding

**153/13** **THAT** the Minutes of the Committees meeting – Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Finance and Administration; and Planning, Promotion and Tourism held on June 12, 2013 be approved as circulated. **CARRIED**

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**COMMITTEE OF COUNCIL MEETING**

Moved by  
Seconded by

- 154/13** **THAT** the Minutes of the Committee of Council meeting held on June 20, 2013 be approved as circulated. **CARRIED**

11. **STAFF REPORTS**

**STAFF REPORTS**

Moved by Councillor Maxwell  
Seconded by Councillor Booth

- 155/13** **THAT** the following staff reports for the month of May 2013 be adopted: Finance Department; Public Works Department; Department of Parks, Recreation and Property Management; Fire Department; Department of By-Laws and Building Inspection; and Development Office. **CARRIED**

12. **UNFINISHED BUSINESS**

No unfinished business.

13. **CONSIDERATION OF BY-LAWS**

No by-laws considered.

14. **NEW BUSINESS**

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

Moved by Councillor Harding  
Seconded by Councillor MacEachern

- 156/13** **THAT** the Royal Canadian Mounted Police (RCMP) May 2013 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**COMMITTEE OF COUNCIL – GIDDENS MEMORIAL AIRPORT – INSURANCE**

Moved by Deputy Mayor Ames  
Seconded by Councillor Booth

- 157/13** **THAT** the Council of the Town of St. Stephen approves the Giddens Memorial Airport Committee (GMAC) as a Committee of Council and as such, is to be covered under the Town's insurance for Comprehensive General Liability and for Public Officers Liability, and in keeping with the insurance requirements, at least one (1) member of Council has been appointed to the previously established GMAC.

**AND FURTHER THAT** the Committee's financial situation shall be reviewed at least annually by the Town Treasurer. **CARRIED**

**SCULPTURE SAINT JOHN**

Moved by Councillor MacEachern

Seconded by Councillor Maxwell

- 158/13** **THAT** the Council of the Town of St. Stephen authorizes the unbudgeted expenditure of \$15,000.00 (fifteen thousand dollars) to participate in the creation of an International Sculpture Trail between New Brunswick and Maine, with \$7,500.00 (seven thousand, five hundred dollars) retroactively paid on or near June 1, 2013, and the remaining \$7,500.00 (seven thousand, five hundred dollars) payable in January of 2014, and as previously directed to the Chief Administrative Officer in a Closed Session on May 27, 2013 as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*.

**AND FURTHER THAT** Council will choose the sculpture location at a later date.

**CARRIED**

**REQUEST – ST. STEPHEN MINOR HOCKEY**

Moved by Councillor Booth

Seconded by Councillor MacDonald

- 159/13** **THAT** the Council of the Town of St. Stephen agrees in principle with the authorization of a future grant to St. Stephen Minor Hockey to meet their needs to cover the cost of ice rental above and beyond its projected budget of \$2,500.00 (two thousand, five hundred dollars) at the Garcelon Civic Center should they be successful with their proposal to host the “Day of Champions” in March of 2014, and as previously directed to the Chief Administrative Officer in a Closed Session on May 27, 2013 as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*.

**AND FURTHER THAT** the grant application will meet the requirements set out in the proposed Garcelon Civic Center Events and Promotions Grant Policy which will be drafted by the Chief Administrative Officer and reviewed at a future Finance and Administration Committee meeting prior to Council approval. **CARRIED**

**MUTUAL AID AGREEMENT – TOWN OF ST. STEPHEN AND CITY OF CALAIS –  
FIRE DEPARTMENTS**

Moved by Councillor MacEachern

Seconded by Councillor Maxwell

- 160/13** **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Mutual Aid Agreement between the Town of St. Stephen and the City of Calais, in the State of Maine, one of the United States of America (Fire Departments) effective as of the date of execution by the City of Calais and which expires on February 28, 2015. **CARRIED**

**PROPOSED DEVELOPMENT OF CLARK COURT PROPERTY**

Moved by Councillor Harding  
Seconded by Councillor Booth

161/13 **THAT** further to the following Resolution #52/13 passed at a Regular Session of Council on February 25, 2013:

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

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

**BE IT RESOLVED THAT** the Council of the Town of St. Stephen accepts William Young's, Director, Southwest Concrete & Const. Ltd. proposal dated May 6, 2013, in part, which approves funding in the amount of \$2,000.00 (two thousand dollars) per lot paid to the developer (Southwest Concrete & Const. Ltd.) beginning and continuing in the calendar years following the completion of construction of housing units, and certified by the Town's Building Inspector as outlined in Part 2 of the Town's Housing Incentive Policy No. 52.

**AND BE IT FURTHER RESOLVED THAT** the Town reserves its decision to a later date on the assistance with any unusual circumstances in infrastructure or site development (unusual circumstances) as outlined in Part 2 of the Town's Housing Incentive Policy No. 52. **CARRIED**

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

Moved by Councillor Maxwell  
Seconded by Councillor Harding

162/13 **THAT** the Council of the Town of St. Stephen grants permission to Rally in the St. Croix Valley to hold its 2<sup>nd</sup> Annual International Motorcycle Festival from Friday, July 5 to Sunday, July 7, 2013.

**AND FURTHER THAT** permission is granted:

- To hold outdoor concerts and DJ music in the rear parking lot of the St. Stephen Legion on Friday, July 5 and Saturday, July 6 from 12 noon to 10:00 p.m., at which time all musical events will move inside the Legion.
- To use the airport tarmac area to host the Hub City Stunt Show if sponsored by the St. Stephen-Milltown Rotary Club, and contingent on receipt by the Town of the St. Stephen-Milltown Rotary Club's Certificate of Insurance.
- For the Town to provide the necessary barricades, bleachers and a porta-potty.

**CARRIED**

**APPROVAL OF EVENT - CARNIVAL - ST. STEPHEN-MILLTOWN ROTARY CLUB**

Moved by Councillor Harding  
Seconded by Deputy Mayor Ames

- 163/13** **THAT** the Council of the Town of St. Stephen approves the request from the St. Stephen-Milltown Rotary Club (the Club) to host the East Coast Amusements Carnival on the grounds of the Border Area Community Arena from Wednesday, July 3, 2013 to Sunday, July 7, 2013 as a fundraiser which enables the Club to continue to support the organizations and people in the community requiring assistance, contingent on receipt by the Town of the Club's Certificate of Insurance.  
**CARRIED**

**REAPPOINTMENT – ST. CROIX PUBLIC LIBRARY BOARD**

Moved by Deputy Mayor Ames  
Seconded by Councillor Maxwell

- 164/13** **THAT** Dorothy Hyslop be reappointed to the Board of Trustees of the St. Croix Public Library for a two (2) year term effective July 1, 2013 and expiring June 30, 2015. **CARRIED**

**FINANCIAL CONTRIBUTION – THE LEAD (LEADERSHIP, EXPERIENCE, ADVENTURE AND DEVELOPMENT) EVENT**

Moved by Deputy Mayor Ames  
Seconded by Councillor Booth

- 165/13** **THAT** the Council of the Town of St. Stephen authorizes the unbudgeted expenditures in the amount of \$200.00 (two hundred dollars) each to Tessa Bartlett, Karah Jackson and Sara-Jade Russell-Richards, chosen to attend "The LEAD" event in Lake of the Woods, Kenora, Ontario for one week this summer and will represent the New Brunswick Division of the Duke of Edinburgh's Award Program.  
**CARRIED**

**APPROVAL OF RIGHT OF WAY**

Moved by Councillor Harding  
Seconded by Councillor Booth

- 166/13** **WHEREAS** 670069 N.B. Inc. ("**670069**") is the owner of the real property located at 164 Route 170, Dufferin, NB, being PID 15193303 (hereinafter the "**670069 Property**");

**AND WHEREAS** the Town of St. Stephen (the "**Town**") is the owner of the real property located adjacent to the 670069 Property, being PID 01261049 (hereinafter the "**Town Property**");

**AND WHEREAS** 670069 wishes to acquire a right of way to cross the Town Property for the purpose of accessing the rear of the 670069 Property;

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

1. The Town of St. Stephen grant a right of way to 670096 N.B. Inc. over that portion of the Town Property identified as "8M RIGHT OF WAY ALONG EXISTING ROAD TO HWY 170" on the tentative right of way plan prepared by Murphy Surveys (1990) Ltd. and presented to Council on even date herewith; and
2. The Mayor and Clerk of the Town of St. Stephen be and are hereby authorized to execute the Right of Way Agreement on behalf of the Town of St. Stephen and to affix the corporate seal of the Town of St. Stephen thereto. **CARRIED**

**2013 AND 2014 – BUILDING CANADA FUND – MAJOR INFRASTRUCTURE  
COMPONENT AUDITS**

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 167/13** **THAT** the Council of the Town of St. Stephen authorizes the unbudgeted Garcelon Civic Center project expenditures in the amount of \$2,500.00 (two thousand, five hundred dollars), plus HST, per year for both the 2013 and the 2014 Building Canada Fund – Major Infrastructure Component Audits performed by Teed Saunders Doyle & Co. of Saint John, NB. **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

**Deputy Mayor Ames**

- May 30 – attended the SSHS athletic ceremony and presented awards for his soccer, basketball and volleyball teams.
- June 1 – participated in the Race for Kids with three other high school teachers and placed ninth.
- June 6 – attended and greeted contributing donors to the Garcelon Civic Center during the site tour.
- June 7 – participated in the Relay for Life.
- June 10 – attended a private discussion on competitive sport development for Charlotte County.
- June 11 – attended Chamber After Hours at Ganong Nature Park.
- June 13 – attended a Charlotte Dial A Ride board meeting.
- June 14 – helped plant Marigolds for the Communities in Bloom generously donated by Mayfield Gardens & Landscape.
- June 18 – attended an International Homecoming Festival meeting at St. Stephen's University.

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- June 18 – attended a Regional Service Commission District 10 meeting.
- June 20 – attended a special closed committee meeting.
- June 21 – attended The Family Resource Centre’s annual fundraiser.
- June 21 – met with a representative of the Charlotte Housing board.
- June 21 – attended the staff appreciation BBQ at Councillor MacDonald’s house and thanked her for a great time.
- June 24 – had a private meeting with Charlotte United Youth Soccer Association.

Councillor Booth

- Attended all Town meetings.
- Had three meetings with Doug Dougherty with respect to the Charlotte County Museum.
- Had several road trips.

Councillor MacDonald

- Attended all Town meetings.
- Attended Communities in Bloom meetings.
- Enjoyed the staff appreciation BBQ at her home and stated that it was only a cost of \$100.00 to the taxpayers.

Councillor Maxwell

- Brought greetings from the Town at the SSHS Awards Banquet where he presented the Tom Eagan Sports Scholarship.
- Enjoyed the tour of the Garcelon Civic Center with some of the contributing donors.

Councillor Harding

- Attended all Town meetings.
- Attended the staff appreciation BBQ which was a great success.

Councillor MacEachern

- Enjoyed the tour of the Garcelon Civic Center with some of the contributing donors.
- Attended the Chamber After Hours event at Ganong Nature Park.
- Attended an Arena Board meeting.
- Attended the Relay for Life.
- Attended several Town meetings.
- Attended and enjoyed the staff appreciation BBQ.

Mayor Quartermain

- Attended many events, including on weekends.
- Thanked Mayfield Gardens & Landscape for providing flowers, as well as the labour to plant them for Communities in Bloom.
- Thanked Councillor MacDonald for hosting the staff appreciation BBQ.

16. QUESTION PERIOD

Bob Hamel, Chair of the Rally in the St. Croix Valley – International Motorcycle Festival event, thanked the Mayor and Council for their support and asked the Mayor to speak at the Opening Ceremony, to which the Mayor agreed.


17. ADJOURNMENT

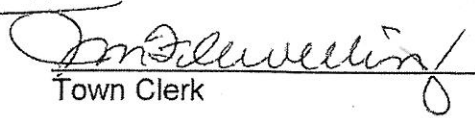
ADJOURNMENT

Moved by Councillor Booth

Seconded by Deputy Mayor Ames

168/13 THAT the meeting adjourn at 7:25 p.m. CARRIED

  
Mayor

  
Town Clerk