

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, MARCH 23, 2015 @ 7:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Deputy Mayor Allan MacEachern; Councillors Marg Harding, Mike Booth, Debbie MacDonald, Jim Maxwell and Abby Pond; Chief Administrative Officer Derek O'Brien; and Town Clerk Joan Flewelling.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Maxwell
Seconded by Councillor Harding

59/15 **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

- (a) Daffodil Month – Proclamation

Mayor Quartermain proclaimed the month of April 2015 as Daffodil Month:

WHEREAS, another Canadian is diagnosed with cancer every three minutes; and

WHEREAS, the Canadian Cancer Society is working to eradicate all cancers and improve the quality of life for people living with cancer; and

WHEREAS, *Daffodil Month* is an opportunity for residents of St. Stephen to show their support in the fight against cancer; now, therefore, be it

RESOLVED, that I, Mayor John Quartermain, ask that all residents of St. Stephen join the Canadian Cancer Society in the fight against cancer; and be it further

RESOLVED, that April is officially recognized as *Daffodil Month*.

I, John Quartermain, Mayor of St. Stephen, do hereby proclaim April to be Daffodil Month and strongly encourage all residents of St. Stephen to continue to recognize and support the Canadian Cancer Society and the fight against cancer.

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6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Deputy Mayor MacEachern

Seconded by Councillor Booth

60/15 **THAT** the Minutes of the Regular Council meeting held on February 23, 2015 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Booth

Seconded by Councillor Harding

61/15 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to February 28, 2015 be received. **CARRIED**

PAID BILLS

Moved by Deputy Mayor MacEachern

Seconded by Councillor MacDonald

62/15 **THAT** the paid bills in the amount of \$992,593.09 (nine hundred and ninety-two thousand, five hundred and ninety-three dollars and nine cents) be received. **CARRIED**

9. COMMUNICATIONS

COMMUNICATION FOR ACTION

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

COMMITTEES MEETING

Moved by Councillor Booth

Seconded by Councillor Harding

63/15 **THAT** the Minutes of the Committees meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism held on March 11, 2015 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

64/15

THAT the following staff reports for the month of February 2015 be adopted: Finance Department; Public Works Department; Parks and Recreation Department; Fire Department; By-Laws and Building Inspection Services; Property Management Services; Development Office; and Office of the Garcelon Civic Center Manager. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

BY-LAW NO. A-10.1 - "A BY-LAW TO AMEND A BY-LAW RESPECTING THE DUTIES AND POWERS OF THE CHIEF ADMINISTRATIVE OFFICER" – THIRD AND FINAL READING – SHORT TITLE ONLY

Moved by Councillor Booth

Seconded by Councillor Maxwell

65/15

THAT By-Law No. A-10.1 – "A By-Law to Amend a By-Law Respecting the Duties and Powers of the Chief Administrative Officer" – be given Third and Final Reading – Short Title Only. **CARRIED**

14. NEW BUSINESS

ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT

Moved by Councillor Harding

Seconded by Councillor MacDonald

66/15

THAT the Royal Canadian Mounted Police (RCMP) February 2015 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

APPROVAL OF EVENT: "TOUCH A TRUCK" – ST. STEPHEN KIWANIS CLUB

Moved by Councillor MacDonald

Seconded by Councillor Booth

67/15

THAT the Council of the Town of St. Stephen approves the request from the St. Stephen Kiwanis Club to host its "Touch a Truck" event in the parking lot of the Border Area Community Arena on Saturday, September 19, 2015 from 10:00 a.m. to 4:00 p.m. in recognition of the 100th Year Anniversary of Kiwanis. **CARRIED**

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APPROVAL OF EVENT - LOVE ST. STEPHEN

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 68/15** **THAT** the Council of the Town of St. Stephen approves the request from the Christian Community of St. Stephen to host their "Love St. Stephen" event which will be comprised of barbecues, car washes, a children's fair and music on Saturday, June 27, 2015, between 10:00 a.m. – 2:00 p.m., with a rain date of Saturday, July 11, 2015, at locations along King Street and Milltown Boulevard, as well as an evening movie in the vicinity of the Milltown bandstand, all provided free to the public. **CARRIED**

APPROVAL OF EVENTS - ST. STEPHEN DEVELOPMENT BOARD INC.

Moved by Deputy Mayor MacEachern

Seconded by Councillor Booth

- 69/15** **THAT** the Council of the Town of St. Stephen grants permission to the St. Stephen Development Board Inc. to hold the following six (6) events:

- Town Pride Challenge for Community Pride Month: Thursday, May 7, 2015 from 9:00 a.m. – 1:00 p.m. - "Home Base" at the St. Croix Courier parking lot.
- 3rd Annual Town Wide Yard Sale: Saturday, May 23, 2015 from 8:30 a.m. – 1:00 p.m.
- Canada Day Celebrations: Wednesday, July 1, 2015 from 11:00 a.m. – 2:00 p.m. at the Town Square and the waterfront up to and including the first Visitor Information Centre driveway.
- Summer Musical Concert Series: Thursday evenings (July 9 – 30, 2015) from 6:30 p.m. – 8:30 p.m. at the David Alison Ganong Chocolate Park or the St. Stephen Curling Club if it rains.
- Chocolate Fest: Saturday, August 1, 2015 – Saturday, August 8, 2015.
- International Homecoming Festival: Wednesday, August 5, 2015 – Sunday, August 9, 2015. **CARRIED**

FUNDRAISING ROAD TOLL – ST. STEPHEN-MILLTOWN LIONS CLUB

Moved by Councillor MacDonald

Seconded by Councillor Harding

- 70/15** **THAT** the Council of the Town of St. Stephen approves the request from the St. Stephen-Milltown Lions Club to hold a fundraising road toll near the intersection of Wall Street and Prince William Street on Saturday, September 12, 2015 between the hours of 8:00 a.m. and 5:00 p.m., with an alternate date of Saturday, September 19, 2015 between the hours of 8:00 a.m. and 5:00 p.m. **CARRIED**

TEMPORARY REPLACEMENTS – CROSSWALK GUARDS – ST. STEPHEN ELEMENTARY AND MILLTOWN ELEMENTARY SCHOOLS

Moved by Councillor Booth

Seconded by Deputy Mayor MacEachern

- 71/15 **THAT** the Council of the Town of St. Stephen authorizes the Chief Administrative Officer to hire temporary replacement crosswalk guards should the need arise at either the St. Stephen Elementary School or Milltown Elementary School, and to remunerate accordingly, retroactive to March 20, 2015. **CARRIED**

TOWN GRANT – ROYAL CANADIAN LEGION, ST. CROIX BRANCH NO. 9

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

- 72/15 **THAT** the Council of the Town of St. Stephen authorizes an unbudgeted grant of \$1,000.00 (one thousand dollars) to the Royal Canadian Legion, St. Croix Branch No. 9, to assist with the restoration/refurbishment of the cenotaph on Milltown Boulevard. **CARRIED**

TOWN GRANT – ST. STEPHEN HIGH SCHOOL

Moved by Councillor Booth

Seconded by Councillor Harding

- 73/15 **THAT** the Council of the Town of St. Stephen authorizes a grant in the amount of \$900.00 (nine hundred dollars) to the St. Stephen High School to be applied to the rental cost of the Garcelon Civic Center for the Fearless, Intelligent, Empowered, Real, Confident, Educated (F.I.E.R.C.E.) Youth Summit to be held from April 22 – 24, 2015. **CARRIED**

TOWN GRANT – ST. STEPHEN HORSESHOE PITCHERS CLUB

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

- 74/15 **THAT** the Council of the Town of St. Stephen authorizes a grant in the amount of \$5,000.00 (five thousand dollars) to the St. Stephen Horseshoe Pitchers Club to be applied to the rental cost of the Garcelon Civic Center for the 2015 Canadian Horseshoe Pitching Championships to be held from August 11 – 15, 2015. **CARRIED**

TOWN GRANT – SOUTHERN NEW BRUNSWICK MINOR HOCKEY LEAGUE

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

- 75/15 **THAT** the Council of the Town of St. Stephen authorizes a grant in the amount of \$1,112.80 (one thousand, one hundred and twelve dollars and eighty cents) to the Southern New Brunswick Minor Hockey League (SNBMHL), which represents the difference between the total rental cost, including HST, of the Garcelon Civic Center for the Day of Champions games held on March 19, 2015 and SNBMHL's projected budget of \$2,500.00 (two thousand, five hundred dollars), to be applied to the rental cost. **CARRIED**

OUT-OF-PROVINCE TRAVEL: GARCELON CIVIC CENTER LIFEGUARDS

Moved by Councillor MacDonald

Seconded by Councillor Booth

- 76/15 **THAT** the Council of the Town of St. Stephen approves the out-of-province travel for two (2) Garcelon Civic Center lifeguards: (i) Julie Lord and (ii) Carrie Thibideau to attend an Aqua Fit Instructor Certification Course at the Rath Eastlink Community Centre in Truro, NS from March 27 – 29, 2015, inclusively. **CARRIED**

WEBSITE REDESIGN - TOWN OF ST. STEPHEN

Moved by Councillor Booth

Seconded by Councillor MacDonald

- 77/15 **THAT** the Council of the Town of St. Stephen approves the redesigned website for the Town of St. Stephen, commissioned by the St. Stephen Development Board Inc., which will assist in promoting and marketing the Town.

AND THAT the Council of the Town of St. Stephen endorses the launch of the new website. **CARRIED**

REAPPOINTMENTS – PLANNING ADVISORY COMMITTEE

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 78/15 **THAT** the following be reappointed to the Planning Advisory Committee:

<u>Name</u>	<u>Length of Term</u>	<u>Dates of Term</u>
Ted Moore	3 years	retroactive to January 1, 2015 and expiring December 31, 2017
Garth Orchard	3 years	retroactive to January 1, 2014 and expiring December 31, 2016
Geoff Knight	3 years	retroactive to January 1, 2014 and expiring December 31, 2016
Ed Zammit	3 years	retroactive to January 1, 2015 and expiring December 31, 2017

CARRIED

**COUNCIL REQUEST – PLANNING ADVISORY COMMITTEE – PROPOSED
REZONING OF 217 UNION STREET**

Moved by Councillor Booth

Seconded by Councillor MacDonald

- 79/15** **THAT** the Council of the Town of St. Stephen request in writing the written views of the Planning Advisory Committee (PAC) on the proposed by-laws to amend the Municipal Plan By-Law and the Zoning By-Law whereby the use designation on the Generalized Future Land Use Map of the Municipal Plan, and the Zoning Map of the Zoning By-Law, for PID # 01298181, 217 Union Street, be changed from Single & Two Family Residential (R-1) to Neighbourhood Commercial (NC) to allow for the operation of a canine recreational and boarding facility. **CARRIED**

**SETTING DATE FOR PUBLIC PRESENTATION – PROPOSED REZONING OF
217 UNION STREET**

Moved by Councillor Booth

Seconded by Councillor Harding

- 80/15** **THAT** Wednesday, April 15, 2015 at 5:00 p.m. in Council Chambers, 73 Milltown Blvd., Suite 112 (entrance at back corner of building), St. Stephen, NB be set as the date, time and place for a Public Presentation of proposed By-Law M-1.2, "A By-Law to Amend By-Law No. M-1, being the Town of St. Stephen Municipal Plan By-Law", which would see the consideration of the property known as 217 Union Street (PID # 01298181) rezoned from Residential (Single & Two Family) (R-1) to Commercial (Neighbourhood) (NC) to allow for the operation of a canine recreational and boarding facility. **CARRIED**

PARKS MAINTENANCE SUPERVISOR - JOB RECOMMENDATION

Moved by Deputy Mayor MacEachern

Seconded by Councillor Maxwell

- 81/15** **THAT** Daniel Hovey be offered the position of Parks Maintenance Supervisor for the Town of St. Stephen effective March 30, 2015 with applicable wages and benefits as outlined in the Canadian Union of Public Employees (CUPE) Local Union No. 770 Collective Agreement. **CARRIED**

APPLICATION FOR FINANCING – WATER & SEWERAGE FUND

Moved by Councillor Maxwell

Seconded by Councillor Booth

82/15

BE IT RESOLVED THAT the Clerk and/or Treasurer and/or Mayor be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of St. Stephen debenture in the principal amount of \$226,000 (two hundred and twenty six thousand dollars) on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Municipality of St. Stephen agree to issue post dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture:

<u>Purpose</u>	<u>Amount</u>	<u>Term</u>
<u>Environmental Health Services</u>		
Refinancing Debenture No. AS-16	<u>\$226,000</u>	10 Years

CARRIED

15. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor MacEachern

- Attended the Day of Champions games at the Garcelon Civic Center.
- Attended the recognition ceremony for the Canada Winter Games athletes at the Garcelon Civic Center.
- Attended all Town meetings.

Councillor Harding

- Attended all Town meetings.
- Attended and very much enjoyed the Peter Pan play at the St. Stephen High School.

Councillor Booth

- Attended all Town meetings.

Councillor MacDonald

- Attended all Town meetings.
- Congratulated all the Canada Winter Games athletes and was unable to attend the recognition ceremony due to a prior commitment.
- Attended the Day of Champions games at the Garcelon Civic Center.
- Attended and very much enjoyed the Peter Pan play at the St. Stephen High School.

Councillor Maxwell

- Attended all Town meetings.
- Attended a Chocolate Museum Operating Committee meeting.
- Attended the recognition ceremony for the Canada Winter Games athletes at the Garcelon Civic Center.
- Participated in a pool tournament at Dooly's as a fundraiser for Breast Cancer.
- Attended the last home game of the Charlotte County Aces and prior to commencement of the game, received an Aces jersey in recognition as an Aces hockey player on the 1962/63 Championship team.

Mayor Quartermain

- Attended the recognition ceremony for the Canada Winter Games athletes at the Garcelon Civic Center.
- Attended the Day of Champions games at the Garcelon Civic Center.
- Thanked the numerous volunteers involved in making the Day of Champions event very successful for the second year.

16. QUESTION PERIOD

A resident, as well as Kathy Bockus, reporter with *The Saint Croix Courier*, queried the process on the proposed rezoning, and the Chief Administrative Officer confirmed that a Public Hearing of Objections/Support will be scheduled sometime after next month's Public Presentation.

Mrs. Bockus asked for clarification on the debenture application to which the Mayor responded, and also questioned when the Town's new website would be launched to which the Chief Administrative Officer advised that the plan is early April.

Mrs. Bockus further asked whether or not Miss Scoop's would be reopening and the Chief Administrative Officer advised that a new business plans to open in that location.

Upon questions from both Mrs. Bockus and Derwin Gowan, reporter with the *Telegraph-Journal*, with respect to a recent parking ticket issued in the downtown area, the Chief Administrative Officer confirmed that the Town will continue to issue tickets for illegal parking and stated that vehicles will be towed if parked in unsafe locations, opposed to tickets issued in safe locations.

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17. ADJOURNMENT

ADJOURNMENT


Moved by Councillor Booth

Seconded by Councillor Harding

83/15 THAT the meeting adjourn at 7:30 p.m. CARRIED



Mayor



Town Clerk



TOWN OF ST. STEPHEN

Incorporated 1871

"Canada's Chocolate Town"

Planning Advisory Committee
Town of St. Stephen

April 2, 2015

Mayor and Councillors
Town of St. Stephen, NB

Re: Proposed Rezoning of 217 Union Street

Further to the following resolution which was unanimously passed at a Regular Session of Council on March 23, 2015,

**COUNCIL REQUEST – PLANNING ADVISORY COMMITTEE –
PROPOSED REZONING OF 217 UNION STREET**

THAT the Council of the Town of St. Stephen request in writing the written views of the Planning Advisory Committee (PAC) on the proposed by-laws to amend the Municipal Plan By-Law and the Zoning By-Law whereby the use designation on the Generalized Future Land Use Map of the Municipal Plan, and the Zoning Map of the Zoning By-Law, for PID # 01298181, 217 Union Street, be changed from Single & Two Family Residential (R-1) to Neighbourhood Commercial (NC) to allow for the operation of a canine recreational and boarding facility.

the Planning Advisory Committee (PAC) met on April 1, 2015 to review the proposed Municipal Plan By-Law and Zoning By-Law amendments and the following two (2) resolutions were unanimously passed:

It was moved by Allan Gillmor and seconded by Mike Booth THAT PAC RECOMMEND TO COUNCIL TO AMEND BY-LAW NO. M-1.2 AS REQUESTED IN THIS APPLICATION. Carried.

It was moved by Marg Harding and seconded by Geoff Knight THAT PAC RECOMMEND TO COUNCIL TO AMEND BY-LAW No. Z-1.3 IN ORDER TO RE-ZONE THE PROPERTY AT 217 UNION STREET AS REQUESTED IN THIS APPLICATION TO ACCOMMODATE THE BUSINESS NOTED IN THE APPLICATION. Carried.

Yours truly,

Derek O'Brien, Secretary
Planning Advisory Committee