

TOWN OF ST. STEPHEN
REGULAR COUNCIL
199 UNION STREET (FIRE HALL)
NOVEMBER 17, 2008 @ 7:00 P.M.

I. PRAYER

II. CHANGE OF ORDER OF BUSINESS

ORDER OF COUNCIL BUSINESS

Moved by Deputy Mayor Maxwell

Seconded by Councillor Parker

224/08 **THAT** the order of business be varied, as permitted by Section 13.01 of By-Law No. A-2, "A By-Law Respecting Procedures of the Town Council and Town Administration". **CARRIED**

III. RECORDING OF ATTENDANCE

PRESENT: Mayor G. L. (Jed) Purcell; Deputy Mayor Jim Maxwell; Councillors Ralph Williams, Robert Tinker, Gavin Toumishey, John Quartermain and Ken Parker; CAO/Clerk Hendrik Slegtenhorst; and, Assistant Clerk Joan Flewelling.

IV. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Tinker

Seconded by Councillor Williams

225/08 **THAT** the Agenda be approved with three amendments:

- Regionalization of Operations Staffing under XIII. **NEW BUSINESS** 3. **CAO** (v) revised.
- Partial Voiding of Ministerial Approval Number 08-09 – Playing Fields Construction revised and moved under XIII. **NEW BUSINESS** 3. **CAO** (vi).
- St. Stephen Pool Viability moved under XIII. **NEW BUSINESS** 3. **CAO** (vii). **CARRIED**

V. CONFLICT OF INTEREST

Councillor Quartermain declared a conflict of interest and left Council Chambers at 7:15 p.m. and returned at 7:17 p.m.

**MINUTES
REGULAR COUNCIL
NOVEMBER 17, 2008**

2

VI. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

1. Family Violence Prevention Month

Mayor Purcell proclaimed the month of November 2008 as Family Violence Prevention Month:

WHEREAS the consequences of family violence affect all of us; and
WHEREAS family violence includes abuse of children and youth, of older persons, of a partner or persons with disabilities; and
WHEREAS it can take a number of forms: physical assault, emotional and sexual abuse; and

WHEREAS family violence is one of the most widespread, insidious issues affecting our province and our society; and

WHEREAS the Muriel McQueen Fergusson Foundation, a charitable trust, was established to fund research into the causes, incidence and forms of treatment of family violence as well as to promote and sponsor effective public education programs to counter widespread ignorance of the problem;

THEREFORE, I, G. L. (Jed) Purcell, Mayor, do hereby proclaim the month of November 2008, as "Family Violence Prevention Month" in the Town of St. Stephen, New Brunswick.

VII. NOTICES OF MOTIONS

No notices of motions.

VIII. APPROVAL OR AMENDING OF MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Tinker

Seconded by Councillor Toumishey

226/08 **THAT** the Minutes of the Regular Council meeting held on October 20, 2008 be approved as circulated. **CARRIED**

IX. COMMUNICATIONS

COMMUNICATION FOR INFORMATION FILE

Moved by Councillor Tinker

Seconded by Councillor Parker

227/08 **THAT** Communication for Information, note and file, be adopted. **CARRIED**

COMMUNICATION FOR ACTION

No communication for action.

MINUTES
REGULAR COUNCIL
NOVEMBER 17, 2008

3

X. APPROVAL OF COMMITTEE MINUTES

PLANNING & PRIORITIES COMMITTEE

Moved by Deputy Mayor Maxwell
Seconded by Councillor Toumishey

228/08 THAT the Minutes of the Planning & Priorities Committee meeting held on November 4, 2008 be approved. **CARRIED**

XI. CONSIDERATION OF BY-LAWS

BY-LAW NO. A-7.3 – A BY-LAW TO AMEND BY-LAW NO. A-7 - “A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY” – FIRST READING – SHORT TITLE ONLY

Moved by Councillor Williams
Seconded by Councillor Tinker

229/08 THAT By-Law No. A-7.3 – A By-Law To Amend By-Law No. A-7 - “A By-Law To Impose A Special Business Improvement Levy” be given first reading – short title only. **CARRIED**

BY-LAW NO. A-7.3 – A BY-LAW TO AMEND BY-LAW NO. A-7 - “A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY” – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Williams
Seconded by Councillor Tinker

230/08 THAT By-Law No. A-7.3 – A By-Law To Amend By-Law No. A-7 - “A By-Law To Impose A Special Business Improvement Levy” be given second reading – reading in its entirety. **CARRIED**

XII. CONTINUING BUSINESS

REMUNERATION OF COUNCIL

Moved by Deputy Mayor Maxwell
Seconded by Councillor Parker

231/08 THAT the Council of the Town of St. Stephen refers the following resolution passed at its Regular Session on 21 April 2008 to the Finance & Administration Committee for recommendation by 30 November 2008:

REPORT OF THE AD HOC COMMITTEE – REVIEW OF COUNCIL STIPENDS

Moved by Councilor Williams
Seconded by Councilor Corbett

92/08 THAT the report submitted and signed by the Ad Hoc Committee be referred to the newly appointed Council. **CARRIED**

The above-noted report reads as follows:

The adhoc committee appointed to review Council stipends considered a number of factors and arrived at agreement on the following recommendations:

1. Amend the first sentence of Bylaw No. A-2, section 5.01 to read "The Mayor shall be paid an annual salary of \$9000".
2. Amend the first sentence of Bylaw No. A-2, section 5.02 to read "The Deputy Mayor shall be paid an annual salary of \$5500".
3. Amend the first sentence of Bylaw No. A-2, section 5.03 to read "Each Councilor shall be paid an annual salary of \$5000".
4. These changes to come into effect at the first pay period following passage of the amended Bylaw. **CARRIED**

XIII. NEW BUSINESS

1. CAO REPORT

REPORT OF CHIEF ADMINISTRATIVE OFFICER

Moved by Deputy Mayor Maxwell

Seconded by Councillor Williams

232/08 **THAT** the report of the Chief Administrative Officer dated October 2008 be received. **CARRIED**

2. RCMP REPORT – received for information.

3. CAO

STRATEGIC PLAN: STATUS OF SPECIFIC INITIATIVES – received for information.

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor Tinker

Seconded by Councillor Parker

233/08 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to August 31, 2008 be received. **CARRIED**

CHEQUE REGISTER:

PAID BILLS

Moved by Councillor Williams
Seconded by Councillor Tinker

- 234/08** **THAT** paid bills in the amount of \$714,772.63 (seven hundred and fourteen thousand, seven hundred and seventy-two dollars and sixty-three cents) be ratified. **CARRIED**

PAID BILLS: CONFLICT – NB POWER

Moved by Councillor Parker
Seconded by Councillor Tinker

- 235/08** **THAT** the paid bills (cheque #3225 for \$491.11, cheque #3259 for \$17,978.29, cheque #3712 for \$675.06, and cheque #3727 for \$14,530.65) in the amount of \$33,675.11 (thirty-three thousand, six hundred and seventy-five dollars and eleven cents) for NB Power be ratified. **CARRIED**

ASPHALT ROLLER – REPLACEMENT

Moved by Deputy Mayor Maxwell
Seconded by Councillor Quartermain

- 236/08** **THAT** the Council of the Town of St. Stephen authorizes the expenditure of \$12,500 (twelve thousand and five hundred dollars), plus HST, for the purchase of a used asphalt roller. **CARRIED**

REGIONALIZATION OF OPERATIONS STAFFING

Moved by Councillor Toumishey
Seconded by Councillor Williams

- 237/08** **THAT** the Council of the Town of St. Stephen, in respect to the Town of St. Andrews's request to regionalize operations management, and though supporting the further development of regionalized and intermunicipal agreements, directs the Chief Administrative Officer to review further the potential conditions and benefits of such an arrangement with the Town of St. Andrews, and to report further to Council no later than its regular session of March 2009. **CARRIED**

**PARTIAL VOIDING OF MINISTERIAL APPROVAL NUMBER 08-09 –
PLAYING FIELDS CONSTRUCTION**

Moved by Councillor Williams
Seconded by Councillor Toumishey

- 238/08** **THAT** the Council of the Town of St. Stephen approves the partial voiding of the authority granted in Ministerial Approval Number 08-09 in the amount of \$400,000 (four hundred thousand dollars) under Recreation and Cultural Services for the construction of playing fields. **CARRIED**

**MINUTES
REGULAR COUNCIL
NOVEMBER 17, 2008**

6

ST. STEPHEN POOL VIABILITY

Moved by Councillor Williams

Seconded by Councillor Tinker

- 239/08** **THAT** the Council of the Town of St. Stephen refer determination of the viability of the St. Stephen Pool for the 2009 season to the Community Services Committee, for its recommendation by 30 November 2008. **CARRIED**

4. **PLANNING & PRIORITIES COMMITTEE**

ECONOMIC DEVELOPMENT AND THE ROLE OF DEVELOPMENT ST. STEPHEN

Moved by Councillor Quartermain

Seconded by Councillor Parker

- 240/08** **THAT** the Council of the Town of St. Stephen directs the Planning & Priorities Committee to develop an action plan for economic development of the community by 31 January 2009, and to produce an economic development plan by 31 August 2009, in a collaborative undertaking with Development St. Stephen (DSS), in collaboration with other major stakeholders. **CARRIED**

APPOINTMENTS – AGENCIES, BOARDS & COMMISSIONS

Moved by Councillor Tinker

Seconded by Councillor Williams

- 241/08** **THAT** the Planning & Priorities Committee recommends the recruitment by advertisement and professional association of individuals for agencies, boards, and commissions to which Council appoints effective immediately. **CARRIED**

APPOINTMENTS – ARENA BOARD

Moved by Deputy Mayor Maxwell

Seconded by Councillor Toumishey

- 242/08** **THAT** the Planning & Priorities Committee will present to December 2008 Council the Arena Board appointments' recommendation. **CARRIED**

TRANSFER TO GENERAL CAPITAL RESERVE FUND

Moved by Councillor Quartermain

Seconded by Councillor Williams

- 243/08** **THAT** the amount of \$10,000 (ten thousand dollars) be transferred from the General Operating Fund, representing the 2008 net budgeted amount for Downtown Development, to the General Capital Reserve Fund, for future downtown development as recommended by the Business Improvement Area (BIA) and the Planning & Priorities Committee. **CARRIED**

ENHANCEMENT OF HORSE PULL AREA – BUDD AVENUE

Moved by Councillor Toumishey

Seconded by Councillor Tinker

- 244/08** **THAT** the Council of the Town of St. Stephen supports in principle the development of a plan for construction and operation of an outdoor venue to enhance the property known as the “Horse Pull Area” on Budd Avenue.

CARRIED

BUSINESS IMPROVEMENT AREA – WORKING COMMITTEE

Moved by Councillor Williams

Seconded by Councillor Tinker

- 245/08** **THAT** the Council of the Town of St. Stephen recommends to the Business Improvement Area (BIA) to strike a working committee for the enhancement of the property known as the “Horse Pull Area” on Budd Avenue, and requests such committee to report to the Planning & Priorities Committee.

CARRIED

**FEDERATION OF CANADIAN MUNICIPALITIES’ CONFERENCES –
COUNCIL ATTENDANCE**

Moved by Councillor Quartermain

Seconded by Councillor Williams

THAT the Council of the Town of St. Stephen refers its Policy No. 34 (copy attached) entitled “Council Members Attending FCM Conferences” for review to the Planning & Priorities Committee for recommendation by 30 November 2008.

AMENDED

**FEDERATION OF CANADIAN MUNICIPALITIES’ CONFERENCES –
COUNCIL ATTENDANCE**

Moved by Councillor Quartermain

Seconded by Councillor Williams

- 246/08** **THAT** the Council of the Town of St. Stephen rescinds Policy #34 regarding elected officials attending Federation of Canadian Municipalities (FCM) Annual Conferences, and that in its place, each year a budgeted amount be determined and set aside to allow attendance at the upcoming year’s FCM Conference. **CARRIED**

OUT-OF-PROVINCE TRAVEL

Moved by Councillor Parker

Seconded by Councillor Williams

THAT the Council of the Town of St. Stephen refers the following decision passed at a Town Council Meeting on 7 July 1982 for review to the Planning & Priorities Committee for recommendation by 30 November 2008:

**MINUTES
REGULAR COUNCIL
NOVEMBER 17, 2008**

8

TRIPS OUT OF PROVINCE

It was decided that any trips out of province made by any of the management staff should be approved by council or a committee of council before taken.

AMENDED

OUT-OF-PROVINCE TRAVEL

Moved by Councillor Williams

Seconded by Councillor Parker

247/08 **THAT** the Council of the Town of St. Stephen rescinds the decision passed at a Town Council Meeting on 7 July 1982 which stated that any trips out of province made by any of the management staff should be approved by council or a committee of council before taken. **CARRIED**

5. FINANCE & ADMINISTRATION COMMITTEE

No items this month.

6. PUBLIC SAFETY & ENVIRONMENT COMMITTEE

No items this month.

7. COMMUNITY SERVICES COMMITTEE

No items this month.

8. PLANNING ADVISORY COMMITTEE

PLANNING ADVISORY COMMITTEE

Moved by Deputy Mayor Maxwell

Seconded by Councillor Tinker

248/08 **THAT** the Minutes of the Planning Advisory Committee meeting held on October 27, 2008, be accepted. **CARRIED**

XIV. REPORTS OF MAYOR AND COUNCILLORS

Deputy Mayor Maxwell

- Attended Chamber of Commerce Business Recognition Dinner.
- Attended Civic Centre meeting.
- Attended Municipal Plan Review Open House.
- Proud to lay wreath at St. Stephen Cenotaph Remembrance Day Service on behalf of the Town.
- Attended a Closed Committee meeting.
- Attended a Finance & Administration Committee meeting.

**MINUTES
REGULAR COUNCIL
NOVEMBER 17, 2008**

- Attended the Tree Lighting and arrival of Santa at the VIC and pleased to see the great attendance.
- Attended Memorial Service for Duncan McGeachy's son.
- Pleased the Mayor proclaimed November "Family Violence Prevention Month", and stated that the Masons (Victoria Lodge No. 26) will be holding a fundraiser for the Fundy Region Transition House.

Councillor Quartermain

- Attended at the Milltown Elementary School for the announcement by the Minister of Education of two new Community Schools in District 10: Milltown Elementary and St. George Elementary.
- Attended the Remembrance Day Service at the St. Stephen Cenotaph.
- Attended various meetings.

Councillor Williams

- Attended the Remembrance Day Service in Milltown.
- Suggested that Council should meet to discuss the role of elected officials as outlined in the various documentation provided by the Mayor.
- Attended Chamber of Commerce Business Recognition Dinner.
- Attended Fundraising Committee meetings for the Civic Centre, a subcommittee of the Campaign Cabinet.
- Continued responses to letters in the Courier and invites other Council members to do so.

Councillor Toumishey

- Attended Development Board meeting.
- Attended Chamber of Commerce Business Recognition Dinner.
- Attended Planning Advisory Committee meeting.
- Attended Civic Centre Board meeting.
- Held a Planning & Priorities Committee meeting and was pleased to introduce Paul Harrell, an interested citizen, as a non-voting member, who is in the process of preparing a demographic review of the Town.
- Met with Mike Rouse, Executive Director of Enterprise Charlotte, and looks forward to working with him.

Councillor Parker

- Attended the Tree Lighting and arrival of Santa at the VIC.
- Attended the open house/grand opening of the SPCA and stated that it is a great building.
- Congratulated all the volunteers whose dedication to the SPCA made it happen.

MINUTES
REGULAR COUNCIL
NOVEMBER 17, 2008
Councillor Tinker

10

- Attended an International Festival Committee.
- Attended a Planning Advisory Committee.
- Attended Municipal Plan Review Open House.
- Attended Chamber of Commerce Business Recognition Dinner.
- Attended UMN meetings in Fredericton, so was unable to attend the annual Tree Lighting.

Mayor Purcell

- Attended Development Board meeting.
- Attended Home Services Board meeting.
- Attended Chamber of Commerce Business Recognition Dinner.
- Attended Boys & Girls Club annual meeting.
- Attended Municipal Plan Review Open House.
- Attended Enterprise Charlotte Open House.
- Attended the SPCA open house.
- Attended Bob's Home Furnishings grand opening and presented a plaque on behalf of the Town.
- Laid wreath during Milltown Remembrance Day Service on behalf of the Town.
- Attended Tree Lighting and arrival of Santa at the VIC and was pleased it was held inside this year.

XV. QUESTION PERIOD

There were no questions.


XVI. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor Maxwell

Seconded by Councillor Williams

249/08 **THAT** the meeting adjourn at 8:35 p.m. **CARRIED**



Mayor



CAO/Clerk