

TOWN OF ST. STEPHEN
REGULAR COUNCIL
73 MILLTOWN BLVD., SUITE 112
NOVEMBER 21, 2011 @ 7:00 P.M.

1. PRAYER
2. RECORDING OF ATTENDANCE

PRESENT: Mayor G. L. (Jed) Purcell; Deputy Mayor Jim Maxwell; Councillors Ralph Williams, Jeremy Copeland and Gavin Toumishey; Chief Administrative Officer/Development Officer John Ferguson; and, Town Clerk Joan Flewelling.

ABSENT: Councillors Barb Donovan and Robert Tinker.

3. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Williams
Seconded by Councillor Toumishey

278/11 **THAT** the Agenda be approved as circulated. **CARRIED**

4. CONFLICT OF INTEREST

No conflicts were declared.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

- (a) Bully Free Community

Mayor Purcell proclaimed December 16, 2011 as Anti-Bullying Day:

WHEREAS, there are many people in the Town of St. Stephen who have lived with, or are living with bullying, and

WHEREAS, bullying is a learned behaviour and occurs in more environments than just the school yard, and

WHEREAS, bullying is not confined to children only, and

WHEREAS, individuals and communities have the power to prevent bullying before it becomes a problem, and

WHEREAS, the Premier of New Brunswick, Honourable David Alward, has designated December 17th as Anti-Bullying Day in New Brunswick,

THEREFORE, I. G. L. (Jed) Purcell, Mayor of the Town of St. Stephen, do hereby proclaim Anti-Bullying Day, Friday, December 16th, 2011.

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6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Deputy Mayor Maxwell

Seconded by Councillor Williams

279/11 **THAT** the Minutes of the Regular Council meeting held on October 17, 2011 be approved as circulated. **CARRIED**

PUBLIC HEARING OF OBJECTIONS – 15 QUEEN STREET WEST

Moved by Councillor Williams

Seconded by Councillor Toumishey

280/11 **THAT** the Minutes of the Public Hearing of Objections with respect to the property known as PID # 01304500 (15 Queen Street West) held on November 9, 2011 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Deputy Mayor Maxwell

Seconded by Councillor Williams

281/11 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to September 30, 2011 be received. **CARRIED**

PAID BILLS

Moved by Councillor Williams

Seconded by Councillor Copeland

282/11 **THAT** the paid bills in the amount of \$1,273,689.61 (one million, two hundred and seventy-three thousand, six hundred and eighty-nine dollars and sixty-one cents) be ratified. **CARRIED**

9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION FILE

Moved by Deputy Mayor Maxwell

Seconded by Councillor Williams

283/11 **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 Williams

Seconded by Councillor Copeland

- 284/11 **THAT** the Minutes of the Committees meeting – Public Safety & Environment; Planning & Priorities; Community Services; and Finance & Administration held on November 9, 2011 be approved as circulated. **CARRIED**

11. STAFF REPORTS

STAFF REPORTS

Moved by Deputy Mayor Maxwell

Seconded by Councillor Toumishey

- 285/11 **THAT** the following staff reports for the month of October 2011 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

BY-LAW NO. A-7.6 – 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 Toumishey

Seconded by Councillor Williams

- 286/11 **THAT** By-Law No. A-7.6 – 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**

BY-LAW NO. M-1.1 – AMENDMENT TO MUNICIPAL PLAN – PID # 01304500 (15 QUEEN STREET WEST) – SECOND READING – READING IN ITS ENTIRETY

Moved by Councillor Williams

Seconded by Councillor Toumishey

- 287/11 **THAT** By-Law No. M-1.1 – “A By-Law to Amend By-Law No. M-1, being the Town of St. Stephen Municipal Plan By-Law” – PID # 01304500 (15 Queen Street West) – be given Second Reading – Reading in its Entirety. **CARRIED**

BY-LAW NO. Z-1.1 – REZONING – PID # 01304500 (15 QUEEN STREET WEST) – SECOND READING – READING IN ITS ENTIRETY

Moved by Deputy Mayor Maxwell

Seconded by Councillor Williams

- 288/11 **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” – PID # 01304500 (15 Queen Street West) – be given Second Reading – Reading in its Entirety. **CARRIED**

14. **NEW BUSINESS**

COMMERCIAL CREDIT APPLICATION – WALLACE EQUIPMENT LTD.

Moved by Deputy Mayor Maxwell

Seconded by Councillor Toumishey

- 289/11 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign a commercial credit application between the Town and Wallace Equipment Ltd. of Fredericton, NB in order to process any future purchases of the Town from the said company. **CARRIED**

DILLON CONSULTING LIMITED – CLIENT AUTHORIZATION TO PROCEED

Moved by Councillor Copeland

Seconded by Councillor Toumishey

- 290/11 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign an Offer of Services for Dillon Consulting Limited to provide consulting services for preliminary effluent quality and habitat assessment in support of the Canadian Council of Ministers of the Environment (CCME) Canada-wide Strategy for the Management of Municipal Wastewater Effluent retroactive to May 30, 2011. **CARRIED**

EMERGENCY PREPAREDNESS COMPUTER SOFTWARE

Moved by Councillor Williams

Seconded by Deputy Mayor Maxwell

- 291/11 **THAT** the Council of the Town of St. Stephen authorizes the following expenditures for the purchase of computer software for emergency preparedness from Sentinel Systems Ltd. of Bathurst, NB:

- One time cost of \$5,192.27 (five thousand, one hundred and ninety-two dollars and twenty-seven cents) – 50% of cost reimbursed by the Province.
- Yearly maintenance and technical support cost of \$1,195.00 (one thousand, one hundred and ninety-five dollars) – 100% of cost reimbursed by the Province in the first two years.
- Call package cost of \$2,514.77 (two thousand, five hundred and fourteen dollars and seventy-seven cents) – 100% of cost paid by the Town.

CARRIED

APPROVAL OF EVENT – SANTA CLAUS PARADE

Moved by Deputy Mayor Maxwell

Seconded by Councillor Copeland

- 292/11 **THAT** the Council of the Town of St. Stephen grants permission retroactively to the Retailers' Christmas Promotion to hold the Santa Claus Parade, which includes music, on Friday, November 18, 2011, commencing at 7:00 p.m., followed by the tree lighting at Town Square, and ending approximately 9:00 p.m.
CARRIED

GENERAL OPERATING FUND – BANK ACCOUNT

Moved by Councillor Williams

Seconded by Councillor Toumishey

- 293/11 **THAT** the Council of the Town of St. Stephen authorizes the Town Treasurer to open a new bank account at Scotiabank to be used for General Operating Fund purposes. **CARRIED**

AWARDING OF BID: SOLID WASTE AND COLLECTION AND DISPOSAL SERVICES – RESIDENTIAL HOMES – ZONE 1 (TOSS11-14)

Moved by Deputy Mayor Maxwell

Seconded by Councillor Williams

- 294/11 **THAT** the Council of the Town of St. Stephen hereby awards the low bid of \$10.00 (ten dollars) per household, per month, including HST, being the low bid of the two (2) bids received to Fero Waste & Recycling Inc. of Moncton, NB, for the garbage collection and disposal – residential homes – Zone 1 for the period retroactive from November 14, 2011 to October 31, 2012 subject to the execution of a solid waste collection agreement substantially in the form of existing agreements and compliance with the Town's By-Law No. S-7, "A By-Law To Regulate The Collection And Disposal Of Garbage And Other Material", and any applicable amendments or other applicable laws, and subject to the terms and conditions of the proposal as tendered. **CARRIED**

AWARDING OF BID: SOLID WASTE AND COLLECTION AND DISPOSAL SERVICES – RESIDENTIAL HOMES – ZONE 2 (TOSS11- 15)

Moved by Deputy Mayor Maxwell

Seconded by Councillor Copeland

- 295/11 **THAT** the Council of the Town of St. Stephen hereby awards the low bid of \$7.90 (seven dollars and ninety cents) per household, per month, including HST, being the low bid of the two (2) bids received to Southern Sanitation Ltd. of St. Stephen, NB, for the garbage collection and disposal – residential homes – Zone 2 for the period retroactive from November 14, 2011 to October 31, 2012 subject to the execution of a solid waste collection agreement substantially in the form of existing agreements and compliance with the Town's By-Law No. S-7, "A By-Law To Regulate The Collection And Disposal Of Garbage And Other Material", and any

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applicable amendments or other applicable laws, and subject to the terms and conditions of the proposal as tendered. **CARRIED**

AWARDING OF BID: SOLID WASTE AND COLLECTION AND DISPOSAL SERVICES – RESIDENTIAL HOMES – ZONE 3 (TOSS11- 16)

Moved by Councillor Williams

Seconded by Councillor Copeland

296/11

THAT the Council of the Town of St. Stephen hereby awards the low bid of \$7.90 (seven dollars and ninety cents) per household, per month, including HST, being the low bid of the two (2) bids received to Southern Sanitation Ltd. of St. Stephen, NB, for the garbage collection and disposal – residential homes – Zone 3 for the period retroactive from November 14, 2011 to October 31, 2012 subject to the execution of a solid waste collection agreement substantially in the form of existing agreements and compliance with the Town's By-Law No. S-7, "A By-Law To Regulate The Collection And Disposal Of Garbage And Other Material", and any applicable amendments or other applicable laws, and subject to the terms and conditions of the proposal as tendered. **CARRIED**

JOB DESCRIPTION – HUMAN RESOURCE AND OFFICE MANAGER

Moved by Councillor Toumishey

Seconded by Deputy Mayor Maxwell

297/11

THAT the Council of the Town of St. Stephen accepts the attached Human Resource and Office Manager Job Description dated November 21, 2011. **CARRIED**

ADVERTISEMENT – HUMAN RESOURCE AND OFFICE MANAGER POSITION

Moved by Councillor Toumishey

Seconded by Councillor Copeland

298/11

THAT the Council of the Town of St. Stephen authorizes Frank Godsoe, Financial Advisor for the Town, to advertise the position effective immediately (copy attached) in *The Saint Croix Courier*, with a closing date of November 29, 2011 at 2:00 p.m. **CARRIED**

15. **THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER UPDATE**

The attached update dated November 18, 2011 was provided by the Chief Administrative Officer (CAO).

16. REPORTS OF MAYOR AND COUNCILLORS

Councillor Toumishey

- Experienced a quiet month.
- Received many favourable comments with respect to the ongoing demolition at the Civic Center site.

Deputy Mayor Maxwell

- Attended various Town meetings.
- Attended a Chocolate Museum Operating Committee meeting.
- Attended a Planning Advisory Committee meeting.
- Attended the annual Chamber of Commerce Business Recognition dinner.
- Attended the recognition dinner for Honourable Greg Thompson.
- Attended the 40th anniversary celebration of The Saint Croix Public Library.
- Attended the Santa Claus Parade and Tree Lighting Ceremony and commended the organizers John Higgins and Judy Lowery for a job well done.
- Organized and participated in the annual Bob Boyd pool tournament – a fundraiser for the St. Stephen Rural Cemetery.
- Participated in a Prostate Cancer Fundraiser at Dooly's.
- Very pleased to see the demolition proceeding on Budd Avenue.
- Laid a wreath during the Remembrance Day Service at the Milltown Cenotaph on behalf of the Town.

Councillor Williams

- Very pleased that the demolition is going well at the Garcelon Civic Center site.
- Stated that constructive criticism is fine, but wrong facts with respect to the Garcelon Civic Center are not good.
- Stated that he was not always a supporter of Greg Thompson, but that he served the area well and as a result, deserves plenty of credit.

Councillor Copeland

- Attended the annual Chamber of Commerce Business Recognition dinner.
- Attended an Arena Board meeting.
- Attended the St. Stephen Remembrance Day service.
- Enjoyed the Santa Claus Parade and Tree Lighting.

Mayor Purcell

- Stated that most of his attention is focused on the Civic Center.
- Attended various events, but most attention is on the Civic Center.

17. QUESTION PERIOD

Kathy Bockus, reporter with the *Courier*, and Derwin Gowan, reporter with the *Telegraph-Journal*, asked for clarification on the different phases of the Civic Center project to which the Chief Administrative Officer responded.

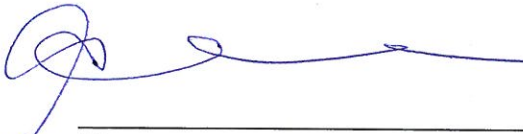
The Chief Administrative Officer advised that the Design Build contract has not been chosen as yet, but has been reduced to three applicants.

18. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Copeland
Seconded by Councillor Williams

299/11 THAT the meeting adjourn at 7:50 p.m. CARRIED



Mayor



Town Clerk