

**TOWN OF ST. STEPHEN**  
**REGULAR COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**MONDAY, NOVEMBER 25, 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; and Town Clerk Joan Flewelling.

3. APPROVAL OF AGENDA

**AGENDA**

Moved by Councillor Maxwell  
Seconded by Councillor Harding

**308/13** **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 Booth  
Seconded by Councillor MacDonald

**309/13** **THAT** the Minutes of the Regular Council meeting held on October 28, 2013 be approved as circulated. **CARRIED**

**SPECIAL COUNCIL MEETING**

Moved by Councillor MacEachern  
Seconded by Councillor Harding

- 310/13 **THAT** the Minutes of the Special Council meeting held on November 4, 2013 be approved as circulated. **CARRIED**

**SPECIAL COUNCIL MEETING**

Moved by Councillor Booth  
Seconded by Councillor Maxwell

- 311/13 **THAT** the Minutes of the Special Council meeting held on November 13, 2013 be approved as circulated. **CARRIED**

8. **ACCOUNTS**

**STATEMENTS OF REVENUE AND EXPENDITURE**

Moved by Councillor MacEachern  
Seconded by Councillor Harding

- 312/13 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to October 31, 2013 be received. **CARRIED**

**PAID BILLS**

Moved by Councillor MacEachern  
Seconded by Councillor MacDonald

- 313/13 **THAT** the paid bills in the amount of \$656,237.54 (six hundred and fifty-six thousand, two hundred and thirty-seven dollars and fifty-four cents) be received. **CARRIED**

9. **COMMUNICATIONS**

**COMMUNICATION FOR INFORMATION FILE**

Moved by Councillor Booth  
Seconded by Councillor Maxwell

- 314/13 **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

- 315/13 **THAT** the Minutes of the Committee of Council meeting held on October 29, 2013 be approved as circulated. **CARRIED**

**COMMITTEES MEETING**

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 316/13 **THAT** the Minutes of the Committees meeting – Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Finance and Administration; Planning, Promotion and Tourism; and Public Works held on November 13, 2013 be approved as circulated. **CARRIED**

11. STAFF REPORTS

**STAFF REPORTS**

Moved by Councillor Booth

Seconded by Councillor MacEachern

- 317/13 **THAT** the following staff reports for the month of October 2013 be adopted: Finance Department; Public Works Department; Department of Parks, Recreation and Property Management; Fire Department; and Department of By-Laws and Building Inspection. **CARRIED**

12. UNFINISHED BUSINESS

No unfinished business.

13. CONSIDERATION OF BY-LAWS

**BY-LAW NO. A-7.8 – 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 Harding

Seconded by Councillor MacEachern

- 318/13 **THAT** By-Law No. A-7.8 – 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. S-13 - "A BY-LAW RESPECTING THE FIRE DEPARTMENT" –  
FIRST READING – SHORT TITLE ONLY**

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 319/13 **THAT** leave now be given to introduce a by-law entitled By-Law No. S-13 – “A By-Law Respecting the Fire Department”, which will repeal the existing By-Law No. S-4, being “A By-Law Respecting the Fire Department” - for First Reading – Short Title Only. **CARRIED**

14. **NEW BUSINESS**

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

Moved by Councillor MacEachern

Seconded by Councillor Maxwell

- 320/13 **THAT** the Royal Canadian Mounted Police (RCMP) October 2013 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**NOMINATION – 2014 NEW BRUNSWICK SPORTS HALL OF FAME ANNUAL  
INDUCTION CEREMONY AND BANQUET**

Moved by Councillor Maxwell

Seconded by Councillor MacEachern

- 321/13 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to sign the nomination form to nominate the St. Stephen High School Lady Spartans basketball teams from 1969 to 1972 for induction into the 2014 New Brunswick Sports Hall of Fame (Sports Hall of Fame) at its induction ceremony and banquet in June of 2014 if selected by the Sports Hall of Fame Selection Committee. **CARRIED**

**TRANSFER FROM THE WATER AND SEWERAGE CAPITAL RESERVE FUND**

Moved by Councillor Booth

Seconded by Councillor MacEachern

- 322/13 **THAT** the amount of \$12,362.02 (twelve thousand, three hundred and sixty-two dollars and two cents) be transferred from the Water and Sewerage Capital Reserve Fund to the Water and Sewerage Capital Fund for a used truck for the Water and Sewerage Department. **CARRIED**

**TRANSFER TO THE WATER AND SEWERAGE CAPITAL RESERVE FUND**

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 323/13 **THAT** the amount of \$10,000.00 (ten thousand dollars) be transferred from the Water and Sewerage Operating Fund to the Water and Sewerage Capital Reserve Fund. **CARRIED**

MINUTES  
REGULAR COUNCIL  
NOVEMBER 25, 2013

5

**CHANGE OF DATE: DECEMBER 2013 REGULAR TOWN COUNCIL MEETING**

Moved by Deputy Mayor Ames  
Seconded by Councillor MacDonald

- 324/13** **THAT** the Council of the Town of St. Stephen changes the date of the December Regular Town Council Meeting from the fourth (4<sup>th</sup>) Monday, 23<sup>rd</sup> day of December, 2013 at 7:00 p.m., to the third (3<sup>rd</sup>) Monday, 16<sup>th</sup> day of December, 2013 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" to be held in Council Chambers, 73 Milltown Blvd., Suite 112 (entrance at back corner of building). **CARRIED**

**INDUSTRIAL DEVELOPMENT GRANT - FLAKEBOARD COMPANY LIMITED**

Moved by Councillor MacEachern  
Seconded by Councillor Booth

- 325/13** **THAT** the Council of the Town of St. Stephen authorizes an industrial development grant in the amount of \$10,000.00 (ten thousand dollars) to Flakeboard Company Limited of St. Stephen, NB. **CARRIED**

**AWARDING OF TENDER: ONE (1) 2013 or 2014 MODEL YEAR ¼ TON 4 X 4 WITH ACCESS CAB – TOSS13-03**

Moved by Councillor Harding  
Seconded by Councillor Maxwell

- 326/13** **THAT** of the three (3) tenders received, the tender of \$34,632.24 (thirty-four thousand, six hundred and thirty-two dollars and twenty-four cents), including HST, from Jim Clark Motors Ltd. of Fredericton, NB, for one (1) 2013 or 2014 ¼ ton 4 x 4 with access cab be accepted. **CARRIED**

**AWARDING OF TENDER: TWO (2) 2013 OR 2014 MODEL YEAR ¾ TON 4 X 4 HEAVY DUTY LONG WHEEL BASE TRUCKS WITH PLOWS – TOSS13-04**

Moved by Councillor Booth  
Seconded by Councillor Maxwell

- 327/13** **THAT** of the two (2) tenders received, the tender of \$85,921.82 (eighty-five thousand, nine hundred and twenty-one dollars and eighty-two cents), including HST, from Downey's Sales and Service Ltd. of St. Stephen, NB, for two (2) 2013 or 2014 ¾ ton 4 x 4 heavy duty long wheel base trucks with plows be accepted. **CARRIED**

**SICK LEAVE BANK - CANADIAN UNION OF PUBLIC EMPLOYEES (CUPE), LOCAL 770**

Moved by Councillor Harding  
Seconded by Councillor Maxwell

- 328/13** **THAT** the Council of the Town of St. Stephen agrees to supply thirty-two (32) days from the Union Sick Leave Bank for Employee # E49 retroactively to November 22, 2013, as requested by the Canadian Union of Public Employees (CUPE), Local 770, and outlined in Article 18.06 of its Collective Agreement. **CARRIED**

**THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER – ADVISING COMMISSION**

Moved by Councillor MacEachern  
Seconded by Deputy Mayor Ames

**329/13** THAT the Council of the Town of St. Stephen appoints the following as members of the Advising Commission for a three (3) year term effective January 1, 2014 and expiring December 31, 2016 as outlined in the Town's By-Law No. A-9, "A By-Law Respecting the Advising Commission of the Town of St. Stephen's Garcelon Civic Center":

Kevin Thiessen  
Bob Coates  
Brian Cornish  
Lynn Burns  
Joe Peters  
Monica Gillmor  
Heather Estey

**CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

Deputy Mayor Ames

- Attended all Town meetings.
- Laid a wreath in Milltown on Remembrance Day.
- Attended an Airport meeting.
- Attended a number of community meetings.
- Walked in the Santa Parade and collected food items along the route for the Food Bank.
- Thanked Heather Donahue, BIA Coordinator, and all the many volunteers whose contributions made the Santa Parade even more successful than last year.

Councillor MacEachern

- Attended all Town meetings.
- Attended the Wrestling Club's fundraiser dinner at SSSHS.

Councillor Harding

- Attended all Town meetings, except last month's Regular Council meeting.
- Attended an Airport meeting in which a lot of interest was expressed for a potential runway expansion.

MINUTES  
REGULAR COUNCIL  
NOVEMBER 25, 2013

7

Councillor Booth

- Attended all Town meetings.

Councillor MacDonald

- Attended all Town meetings.
- Attended Civic Center meetings.
- Spent a week's vacation on St. Martin Island, Caribbean.

Councillor Maxwell

- Attended all Town meetings
- Organized and participated in a pool tournament in memory of Bob Boyd.
- Participated in a fundraiser for the Fundy Region Transition House.
- Attended the Remembrance Day Service.
- Participated in the Santa Parade and collected food along the route and delivered the items to the Food Bank.
- Saddened to hear of Pat Garcelon's death.
- Expressed concern over hearing of the Woodland High basketball team having a difficult time at the Canadian Customs.

Mayor Quartermain

- Laid a wreath at the St. Stephen Cenotaph and attended and enjoyed the reception at the St. Stephen Legion.
- Attended a unique Veterans' dinner at the St. Stephen Legion where songs from the 1930's were sung.
- Thanked the many volunteers who made this year's Santa Parade a great success, and stated that hopefully volunteers can be recognized in the future.

16. QUESTION PERIOD

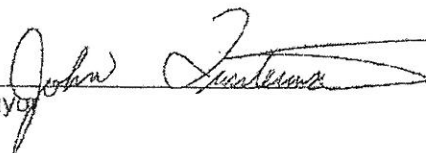
There were no questions.

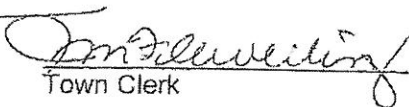
17. ADJOURNMENT

ADJOURNMENT

Moved by Councillor Maxwell  
Seconded by Councillor Booth

330/13 **THAT** the meeting adjourn at 7:20 p.m. CARRIED

  
Mayor

  
Town Clerk