

**AGENDA**  
**ST. STEPHEN TOWN COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**SEPTEMBER 24, 2012**  
**7:00 P.M. – 9:00 P.M.**

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
  - (a) Regular Council Meeting – August 27, 2012
8. ACCOUNTS
  - (a) Statements of Revenue and Expenditure
  - (b) Paid Bills
9. COMMUNICATIONS

COMMUNICATION FOR INFORMATION

  - (a) Thank you card from Allyssa Cleaves.
  - (b) Letter from the Chief Administrative Officer to Kelly Kurtz-Johnson, Charlotte County Abuse Prevention Network, dated August 28, 2012.

COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
  - (a) Committee of Council Meeting – August 29, 2012
  - (b) Committees Meeting – Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Planning, Promotion and Tourism; and Finance and Administration – September 12, 2012

11. STAFF REPORTS
  - (a) Finance Department
  - (b) Public Works Department
  - (c) Department of Parks, Recreation and Property Management
  - (d) Fire Department
  - (e) Department of By-laws and Building Inspection
  - (f) Development Office
12. UNFINISHED BUSINESS
13. CONSIDERATION OF BY-LAWS
  - (a) By-Law No. T-1 – A By-Law to Regulate Vehicular Traffic – Third and Final Reading – Short Title Only
14. NEW BUSINESS
  - (a) Royal Canadian Mounted Police – Monthly Report
  - (b) Fire Emergency Dispatch Service – Welsford Fire Department
  - (c) Tractor Permit – 43 Marks Street
  - (d) Application for Financing – General Fund
  - (e) Out-of-Province Travel Policy
  - (f) New Brunswick Municipal Employees Pension Plan Committee
  - (g) The Town of St. Stephen's Garcelon Civic Center – Natural Gas Service
  - (h) The Town of St. Stephen's Garcelon Civic Center – Commercial Natural Gas Sale Agreement
  - (i) Proposed Annexation
  - (j) Royal Canadian Legion Branch #48
  - (k) Royal Lifesaving Society Canada – National Conference
15. REPORTS OF MAYOR AND COUNCILLORS
16. QUESTION PERIOD
17. ADJOURNMENT

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**AGENDA**

**THAT** the Agenda be approved as circulated.

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**REGULAR COUNCIL MEETING**

**THAT** the Minutes of the Regular Council meeting held on August 27, 2012 be approved as circulated.

**TOWN OF ST. STEPHEN**  
**REGULAR COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**AUGUST 27, 2012 @ 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 Deputy Mayor Ames  
Seconded by Councillor Maxwell

152/12 **THAT** the Agenda be approved as circulated. **CARRIED**

4. CONFLICT OF INTEREST

No conflicts declared.

5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS

- (a) Longboarders/Skateboarders – Megan Hughes and Katherine Higgins presented to Council information on longboards and skateboards and their differences, and requested longboards be allowed on sidewalks, yielding to pedestrians, and on the left side of streets, as well as a new, more visible park for skateboarders.

Council recommended that they receive information from Calais, along with other communities such as St. George and Saint John that already have existing skateboard parks.

The Chief Administrative Officer provided them with contact information for the Department of Culture, Tourism and Healthy Living and advised that the department offers grant money to new organizations which meet certain criteria.

The presenters, along with their support group which included longboarders, skateboarders and parents, were advised that longboarding/skateboarding remains impermissible on streets and sidewalks, and the group will update Council once they seek more information.

6. NOTICES OF MOTIONS

No notices of motions.

7. APPROVAL OF COUNCIL MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Booth

Seconded by Councillor Harding

153/12 **THAT** the Minutes of the Regular Council meeting held on July 23, 2012 be approved as circulated. **CARRIED**

8. ACCOUNTS

STATEMENTS OF REVENUE AND EXPENDITURE

Moved by Councillor MacEachern

Seconded by Deputy Mayor Ames

154/12 **THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to July 31, 2012 be received. **CARRIED**

PAID BILLS

Moved by Councillor Maxwell

Seconded by Councillor MacDonald

155/12 **THAT** the paid bills in the amount of \$2,257,172.95 (two million, two hundred and fifty-seven thousand, one hundred and seventy-two dollars and ninety-five cents) be ratified. **CARRIED**

9. COMMUNICATIONS

No items in the file this month.

COMMUNICATION FOR ACTION

No communication for action.

10. APPROVAL OF COMMITTEE MINUTES

**COMMITTEES MEETING**

Moved by Deputy Mayor Ames  
Seconded by Councillor Harding

- 156/12 **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 August 15, 2012 be approved as circulated. **CARRIED**

11. STAFF REPORTS

**STAFF REPORTS**

Moved by Councillor Booth  
Seconded by Councillor Harding

- 157/12 **THAT** the following staff reports for the month of July 2012 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

**BY-LAW NO. T-1 – A BY-LAW TO REGULATE VEHICULAR TRAFFIC –  
SECOND READING – SECTION NUMBERS ONLY**

Moved by Deputy Mayor Ames  
Seconded by Councillor MacEachern

- 158/12 **THAT** By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” which will repeal the existing By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” – be given Second Reading – Section Numbers Only. **CARRIED**

**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” – SECOND READING – READING IN ITS ENTIRETY**

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 159/12 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” – be given Second Reading – Reading in its Entirety.

Moved by Deputy Mayor Ames and Seconded by Councillor Harding that the motion be tabled to allow for further review and discussion at next month's Property, By-Laws and Environment Committee meeting. **CARRIED**

14. **NEW BUSINESS**

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

Moved by Councillor Booth

Seconded by Councillor MacEachern

- 160/12 THAT the Royal Canadian Mounted Police (RCMP) July 2012 report for the St. Stephen Municipal Post, District # 1, be received for information and filed. **CARRIED**

**PARKING SPACES – PROVINCIAL GOVERNMENT EMPLOYEES**

Moved by Councillor Booth

Seconded by Councillor Maxwell

- 161/12 THAT the paid bill in the amount of \$565.00 (five hundred and sixty-five dollars), including HST, to the St. Stephen Inn for rental of their parking lot to accommodate 10 (ten) Provincial Government employees' vehicles between July 20 – September 18, 2012 during preparation of the Garcelon Civic Center foundation be approved. **CARRIED**

Deputy Mayor Ames voting in favour of the motion.

Councillor Booth voting in favour of the motion.

Councillor Maxwell voting in favour of the motion.

Councillor MacEachern voting against the motion.

Councillor Harding voting against the motion.

Councillor MacDonald voting against the motion.

To break the tie, Mayor Quartermain voting in favour of the motion.

**BOYS & GIRLS CLUB OF CHARLOTTE COUNTY INC. – GRANT**

Moved by Councillor MacEachern

Seconded by Councillor Harding

**162/12 WHEREAS** the Boys & Girls Club of Charlotte County Inc. has requested that the Town provide to it a yearly grant in the amount of \$5,000 (five thousand dollars) for a period of 10 (ten) years beginning in 2013;

**AND WHEREAS** Council of the Town of St. Stephen has approved, in principle, that the Chief Administrative Officer establish a \$5,000.00 (five thousand dollars) grant line item for the 2013 budget, and to continue, not exceeding 10 (ten) years, subject to the submission of an acceptable business case by the Boys & Girls Club of Charlotte County Inc. outlining the requirement of the funding request and the benefit to the St. Stephen residents, and further that the business case must be reviewed and approved by the Chief Administrative Officer prior to September 1, 2012;

**AND WHEREAS** the Chief Administrative Officer has reviewed and approved the business case presented by the Boys & Girls Club of Charlotte County Inc., and recommends that the Town provide the requested grant upon the terms and conditions set out in the attached letter agreement;

**NOW THEREFORE BE IT RESOLVED:**

**THAT** the letter agreement between the Town of St. Stephen and the Boys & Girls Club of Charlotte County Inc., in the form presented to Council (the "Letter Agreement"), is hereby approved;

**THAT** the Mayor and Clerk be authorized to sign the Letter Agreement and any other documentation related thereto;

**THAT** pursuant to the Letter Agreement, the Town of St. Stephen directs the Chief Administrative Officer to establish a \$5,000.00 (five thousand dollars) grant line item for the 2013 budget for the Boys & Girls Club of Charlotte County Inc., and to continue such grant line item for the future budget years, not exceeding 10 (ten) years, subject to the Boys & Girls Club of Charlotte County Inc. agreeing to and complying with the terms and conditions set out in the Letter Agreement. **CARRIED**

**GROUND CONSTRUCTION DEBRIS – BOUNDARY STREET**

Moved by Councillor Booth

Seconded by Deputy Mayor Ames

- 163/12** THAT the Council of the Town of St. Stephen directs the Chief Administrative Officer to halt all miscellaneous dumping of ground construction debris at 34 Boundary Street, also known as Property Identifier Number (PID #) 01308378.

**AND FURTHER THAT** the Chief Administrative Officer, in consultation with the Director of Operations, seek an alternative site at the most reasonable cost.

**CARRIED**

Deputy Mayor Ames voting in favour of the motion.

Councillor MacEachern voting in favour of the motion.

Councillor Harding voting in favour of the motion.

Councillor Booth voting in favour of the motion.

Councillor MacDonald voting in favour of the motion

Councillor Maxwell voting against the motion.

**PENSION PLAN REVIEW – TOWN OF ST. STEPHEN EMPLOYEES**

Moved by Councillor Harding

Seconded by Councillor MacEachern

- 164/12** THAT the Council of the Town of St. Stephen authorizes the Town Clerk's Office to send a letter to the Board of Trustees seeking their support or in the alternative their suggestions, with the assistance of their actuaries, to examine the long term viability of the existing defined benefit plan and, for information purposes only, review the potential of implementing:

- On a go forward basis - plan design and structural changes
- On a go forward basis - a defined contribution pension plan
- On a go forward basis - a hybrid plan (defined benefit and defined contribution plan)

**CARRIED**

**TOWN OF ST. STEPHEN – PROPOSED FIVE YEAR PLAN 2013 – 2017 – DESIGNATED HIGHWAY PROGRAM**

Moved by Councillor Maxwell

Seconded by Councillor Harding

- 165/12** THAT the Council of the Town of St. Stephen approves the attached Proposed Five Year Plan 2013 – 2017 Designated Highway Program and submits same to the Department of Transportation and Infrastructure to assist the Department in considering request in preparation for the budget process. **CARRIED**

**TOWN TRUCK – DEPARTMENT OF PARKS AND RECREATION**

Moved by Councillor Harding  
Seconded by Councillor Booth

- 166/12 **THAT** the Council of the Town of St. Stephen authorizes the release of the vehicle and registration on the 2004 Chevrolet C1500 PK truck, Serial No. 1GCEC14X34Z128874, which had been used by the Department of Parks and Recreation, and is no longer operable due to an accident, to Granite Claims Solutions in order to close the claim file. **CARRIED**

**AMENDING OF RESOLUTION (THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER – CONSTRUCTION COMMITTEE COMPOSITION)**

Moved by Councillor MacEachern  
Seconded by Deputy Mayor Ames

- 167/12 **THAT** Resolution # 149/12 as stated in the Minutes of July 23, 2012, which reads

**THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER – CONSTRUCTION COMMITTEE COMPOSITION**

**THAT** the Council of the Town of St. Stephen accepts, in addition to the previously appointed Mayor John Quartermain and Councillor Debbie MacDonald, the following as members of the Civic Center Construction Committee: CAO John Ferguson; Project Manager Ed Farren; and Financial Advisor/Project Accountant Frank Godsoe.

**AND FURTHER THAT** the Civic Center Construction Committee shall keep all members of Council updated on a monthly basis. **CARRIED**

be amended by adding Sid Lodhi, Project Engineer, and Alison Estey, Recording Secretary, as members of the Civic Center Construction Committee. **CARRIED**

**FEDERATION OF CANADIAN MUNICIPALITIES – LONG TERM FINANCING AND GRANT APPLICATION**

Moved by Deputy Mayor Ames  
Seconded by Councillor Harding

- 168/12 **THAT** the Council of the Town of St. Stephen authorizes the Chief Administrative Officer to send an application to the Federation of Canadian Municipalities (FCM) for long term financing of eligible construction costs of the Town of St. Stephen's Garcelon Civic Center up to a maximum of \$3,800,000 (three million, eight hundred thousand dollars) under the FCM's Green Municipal Funding Program, and to apply for a grant of up to 20% (twenty per cent) of the approved loan. **CARRIED**

**RESCINDING OF RESOLUTION (THE TOWN OF ST. STEPHEN'S  
GARCELON CIVIC CENTER PROJECT – CAPITAL EXPENDITURE POLICY)**

Moved by Councillor MacEachern

Seconded by Councillor MacDonald

- 169/12 **THAT** Resolution # 320/11 as stated in the Minutes of December 19, 2011, which reads

**THAT** the Council of the Town of St. Stephen approves The Town of St. Stephen's Garcelon Civic Center Project – Capital Expenditure Policy dated December 1, 2011 (copy attached), and directs the Chief Administrative Officer and Treasurer to review all Capital expenditures related to The Town of St. Stephen's Garcelon Civic Center Project for compliance with the policy. **CARRIED**

be rescinded effective immediately. **CARRIED**

**THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER  
CONSTRUCTION COMMITTEE AND EXPENDITURE POLICY**

Moved by Councillor MacEachern

Seconded by Deputy Mayor Ames

- 170/12 **THAT** the Council of the Town of St. Stephen approves the Town of St. Stephen's Garcelon Civic Center Construction Committee and Expenditure Policy No. 55 attached. **CARRIED**

**APPOINTMENT OF "HEAD" UNDER THE RIGHT TO INFORMATION AND  
PROTECTION OF PRIVACY ACT**

Moved by Councillor Harding

Seconded by Councillor Maxwell

- 171/12 **BE IT RESOLVED THAT** the Council of the Town of St. Stephen hereby designates the Chief Administrative Officer to serve as the "head" of the public body, that being the Town of St. Stephen, pursuant to the *Right to Information and Protection of Privacy Act* ("Act") of the Province of New Brunswick; and

**BE IT FURTHER RESOLVED THAT** the Council of the Town of St. Stephen acknowledges that the Chief Administrative Officer, as "head", may delegate in writing a duty or power of the "head" under the Act to a member of the municipal staff, except the power to delegate, and can impose terms and conditions as considered appropriate and as prescribed under the Act. **CARRIED**

**APPROVAL OF EVENT – ST. STEPHEN’S UNIVERSITY’S FESTIVAL OF THE ARTS**

Moved by Councillor Booth

Seconded by Deputy Mayor Ames

- 172/12 **THAT** the Council of the Town of St. Stephen grants permission to St. Stephen’s University to hold an outdoor music and arts festival (Festival of the Arts) between 4:00 p.m. and 7:00 p.m. on Friday, September 21, 2012 at 8 Main Street (front lawn on Milltown Blvd.). **CARRIED**

15. **REPORTS OF MAYOR AND COUNCILLORS**

**Deputy Mayor Ames**

- Attended various events during the Chocolate Fest and International Homecoming Festival.
- At the Mayor’s request, during his absence, acted as Mayor at the “Handshake Ceremony” on the Ferry Point Bridge which opened the International Homecoming Festival, and welcomed the judges, along with closing remarks during the Communities in Bloom event.
- Stated he was honoured to draw names for various prizes at the Choctail Hour during Chocolate Fest.

**Councillor MacEachern**

- Attended the lumberjack competition during the International Homecoming Festival week.
- Attended the opening ceremony of the Provincial Swim Meet at the W. T. Booth Community Pool and heard many compliments on the layout of the pool.
- Attended Communities in Bloom events.
- Attended various events during the Chocolate Fest and International Homecoming Festival.

**Councillor Harding**

- Attended the Chocolate Delite Meal during Chocolate Fest hosted by the Milltown Legion Ladies Auxiliary and commended them for a great meal.
- Commended the many volunteers who work hard to make the festivals successful.

Councillor Booth

- Attended the lumberjack competition during the International Homecoming Festival week.
- Attended the opening ceremony of the Provincial Swim Meet at the W. T. Booth Community Pool.
- Attended a Development Board meeting.
- Plans on attending an upcoming Charlotte County Museum meeting and may find out the status on a possible government grant which would assist with operational expenses.

Councillor Maxwell

- Attended various Town meetings.
- Attended a Chocolate Museum Operating Committee meeting.
- Attended a dinner during the Communities in Bloom event.
- Attended the "Handshake Ceremony" on the Ferry Point Bridge which opened the International Homecoming Festival.
- Attended the opening ceremony of the Provincial Swim Meet at the W. T. Booth Community Pool.

Mayor Quartermain

- Welcomed the public at the opening of the Chocolate Festival.
- Welcomed the public at the lumberjack competition and stated that the organizer advised that the venue was the best to date for a lumberjack competition.
- Participated in a luncheon with the Premier and Cabinet Ministers, along with our local MLA Curtis Malloch, prior to the Premier using the Council Chambers for a Cabinet meeting.
- Participated in the International Festival Parade with the Mayor of Calais, Joe Cassidy.
- Welcomed all participants at the Provincial Swim Meet at the W. T. Booth Community Pool.
- Attended various events during the Chocolate Fest and International Festival, and was pleased to hear that the Antique Car Show was the best to date.
- Attended a number of various meetings.
- Will attend an upcoming meeting of the Regional Service Commission #10 at the Oak Bay Fire Hall.

16. QUESTION PERIOD

Kathy Bockus, reporter with the *St. Croix Courier*, stated she understood there were issues at the Farmers Market and the Mayor advised that any issues were being worked on.

17. CLOSED SESSION

CLOSED SESSION

Moved by Deputy Mayor Ames  
Seconded by Councillor Harding

173/12 **THAT** the Council of the Town of St. Stephen agree to move into closed session to discuss a financial matter as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*. **CARRIED**

18. ADJOURNMENT

ADJOURNMENT

Moved by Deputy Mayor Ames  
Seconded by Councillor MacDonald

174/12 **THAT** the meeting adjourn at 10:15 p.m. **CARRIED**

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Mayor

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Town Clerk

**AGENDA**  
**ST. STEPHEN TOWN COUNCIL**  
**73 MILLTOWN BLVD., SUITE 112**  
**AUGUST 27, 2012**  
**7:00 P.M. – 9:00 P.M.**

1. PRAYER
2. RECORDING OF ATTENDANCE
3. APPROVAL OF AGENDA
4. CONFLICT OF INTEREST
5. READING OF PETITIONS/PRESENTATIONS/PROCLAMATIONS
  - (a) Longboarders/Skateboarders – Presentation by Megan Hughes and Katherine Higgins.
6. NOTICES OF MOTIONS
7. APPROVAL OF COUNCIL MINUTES
  - (a) Regular Council Meeting – July 23, 2012
8. ACCOUNTS
  - (a) Statements of Revenue and Expenditure
  - (b) Paid Bills
9. COMMUNICATIONS  
COMMUNICATION FOR INFORMATION  
COMMUNICATION FOR ACTION
10. APPROVAL OF COMMITTEE MINUTES
  - (a) Committees Meeting – Finance and Administration; Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; and Planning, Promotion and Tourism – August 15, 2012
11. STAFF REPORTS
  - (a) Finance Department
  - (b) Public Works Department
  - (c) Department of Parks, Recreation and Property Management
  - (d) Fire Department
  - (e) Department of By-laws and Building Inspection
  - (f) Development Office

12. UNFINISHED BUSINESS

13. CONSIDERATION OF BY-LAWS

- (a) By-Law No. T-1 – A By-Law to Regulate Vehicular Traffic – Second Reading – Section Numbers Only
- (b) 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” – Second Reading – Reading in its Entirety

14. NEW BUSINESS

- (a) Royal Canadian Mounted Police – Monthly Report
- (b) Parking Spaces – Provincial Government Employees
- (c) Boys & Girls Club of Charlotte County Inc. – Grant
- (d) Ground Construction Debris – Boundary Street
- (e) Pension Plan Review – Town of St. Stephen Employees
- (f) Town of St. Stephen – Proposed Five Year Plan 2013 – 2017 – Designated Highway Program
- (g) Town Truck – Department of Parks and Recreation
- (h) Amending of Resolution (The Town of St. Stephen’s Garcelon Civic Center – Construction Committee Composition)
- (i) Federation of Canadian Municipalities – Long Term Financing and Grant Application
- (j) Rescinding of Resolution (The Town of St. Stephen’s Garcelon Civic Center Project – Capital Expenditure Policy)
- (k) The Town of St. Stephen’s Garcelon Civic Center Construction Committee and Expenditure Policy
- (l) Appointment of “Head” under the Right to Information and Protection of Privacy Act
- (m) Approval of Event – St. Stephen’s University’s Festival of the Arts

15. REPORTS OF MAYOR AND COUNCILLORS

16. QUESTION PERIOD

17. CLOSED SESSION

- (a) Motion to move into closed session to discuss a financial matter as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*.

18. ADJOURNMENT

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**STATEMENTS OF REVENUE AND EXPENDITURE**

**THAT** the Statements of Revenue and Expenditure for both the General Operating Fund and Water and Sewerage Operating Fund to August 31, 2012 be received.

**Town of St. Stephen  
General Operating Fund  
Statement of Revenue and Expenditure  
(Unaudited)**

	<b>Actual To Date For the Eight Months Ending August 31, 2012</b>	<b>Budget For the Year Ending December 31, 2012</b>	<b>Remaining</b>	<b>Percentage Used</b>
<b>Revenue</b>				
Taxes	3,651,276	5,476,914	\$1,825,638	67%
Services Provided to Other Governments	129,906	196,222	66,316	66%
Sale of Services	57,190	117,769	60,579	49%
Other Revenue From Own Sources	158,146	223,545	65,399	71%
Unconditional Grants	438,096	657,142	219,046	67%
Conditional Transfers	0	6,000	6,000	0%
Other Transfers	579,525	855,073	275,548	68%
<b>Total Revenue</b>	<b>5,014,139</b>	<b>7,532,665</b>	<b>2,518,526</b>	<b>67%</b>
<b>Expenditure</b>				
General Government Services	658,151	1,012,253	354,102	65%
Protective Services	1,330,166	2,375,897	1,045,731	56%
Transportation Services	1,058,704	1,748,516	689,812	61%
Environmental Health Services	176,397	273,205	96,808	65%
Environmental Development Services	217,824	279,970	62,146	78%
Recreational and Cultural Services	522,612	773,662	251,050	68%
Fiscal Services	498,135	1,061,162	563,027	47%
Other	4,547	8,000	3,453	57%
<b>Total Expenditures</b>	<b>4,466,536</b>	<b>7,532,665</b>	<b>3,066,129</b>	<b>59%</b>
<b>Surplus (Deficit)</b>	<b>\$547,603</b>	<b>\$0</b>		

**Town of St. Stephen  
Water and Sewerage Operating Fund  
Statement of Revenue and Expenditure  
(Unaudited)**

	<b>Actual To Date For the Eight Months Ending August 31, 2012</b>	<b>Budget For the Year Ending December 31, 2012</b>	<b>Remaining</b>	<b>Percentage Used</b>
<b>Revenue</b>				
Sale of Service	\$1,110,614	\$2,068,052	\$957,438	54%
Other Revenue From Own Service	118,727	136,364	17,637	87%
<b>Total Revenue</b>	<u>1,229,341</u>	<u>2,204,416</u>	<u>975,075</u>	<u>56%</u>
<b>Expenditures</b>				
Water Supply	584,719	1,001,446	416,727	58%
Sewerage Collection and Disposal	394,339	638,097	243,758	62%
Fiscal Services	441,799	564,873	123,074	78%
<b>Total Expenditures</b>	<u>1,420,857</u>	<u>2,204,416</u>	<u>783,559</u>	<u>64%</u>
<b>Surplus (Deficit)</b>	<u>(\$191,516)</u>	<u>\$0</u>		

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**PAID BILLS**

**THAT** the paid bills in the amount of \$795,540.44 (seven hundred and ninety-five thousand, five hundred and forty dollars and forty-four cents) be ratified.

**TOWN OF ST. STEPHEN BILLS PAID TO BE RATIFIED (BANK TRANSFER PAYMENTS):**

**July 2012**

**Visa:**

John Ferguson (CAO Travel, Civic Relations)	86.45
John Quartermain (Annual Fee)	65.00
<b>Total</b>	<b><u><u>\$151.45</u></u></b>

**TOWN OF ST. STEPHEN BILLS PAID TO BE RATIFIED (GENERAL CAPITAL FUND):**

August 2012

Interim:

St. Stephen Inn (Parking for Provincial Government Employees due to Construction at Garcelon Civic Centre - Cheque #045)	565.00
Deby Forest Services Ltd. (Installation of Additional Security Fencing, Delivery of Additional Security Fencing, Invoice #SS2012528001 - Cheque #046)	1,582.00
E.A. Farren Limited (Project Management Services from June 22/12 to July 25/12, Invoice #1099 - Cheque #047)	27,276.08
DORA Construction (Design Build Contract, Invoice #4022 - Cheque #048)	225,314.09
Disher Homes Ltd. (W.T. Booth Centennial Pool Building Revonations, Construction Holdback - Cheque #1028)	34,685.80

**Total**

**\$289,422.97**

Town of St. Stephen  
 BNK1 General Bank Account  
 From 000000 to 011001

**CHEQUE REGISTER**

Printed: 14:42, Sep 05/2012

Page: 1

Number	Issued	Recipient	Amount	SC	Status	StatDate
010538	08/01/12 AUGUST1,2012	HERITAGE COURT HOLDINGS LIMITED GG-TOWNHALL-LEASE, SIGN RENTAL	5475.95 <b>5475.95</b>			
				A/P	OUT-STD	
010820	08/02/12 2011 PIER	RECEIVER GENERAL FOR CANADA GG-TREAS-2011 PIER REPORT	4146.02 <b>4146.02</b>			
				A/P	OUT-STD	
010821	08/09/12 SI12218	BAYVIEW TRUCKS AND EQUIPMENT LTD. TS-SHOP-COOLANT	110.92 <b>110.92</b>			
				A/P	OUT-STD	
010822	08/09/12 33-2012	BERNARD MCFARLANE TS-SHOP-GARAGE LIGHTING	576.75 <b>576.75</b>			
				A/P	OUT-STD	
010823	08/09/12 1204777	BRUNSWICK NEWS INC GG-CIVIC-DISCOVER CHARLOTTE CO	197.75 <b>197.75</b>			
				A/P	OUT-STD	
010824	08/09/12 65617 8952-45135 8952-45363 8952-45364 8952-45403 8952-45754 8952-45755 8952-46041	CARQUEST TS-#308-3.5 BOC MIX C, MED HAR TS-ST5-PLAST. FUNNEL RC-#308-CAB CORNERS, WHEEL ARC TS-SHOP-HAND CLEANER RC-#308-DODGE FENDER APRON PS-FIRE-BRAKE FLUID PS-FIRE-BRAKE FLUID TS-SHOP-WELDERS GLOVE	166.18 10.71 915.30 32.09 111.87 28.09 56.18 12.37 <b>1332.79</b>			
				A/P	OUT-STD	
010825	08/09/12 IN64026	CNH CAPITAL T4112 TS-#16-SYNTHETIC HYDRAULIC	352.47 <b>352.47</b>			
				A/P	OUT-STD	
010826	08/09/12 338936	DAVIS FUELS LTD. TS-SHOP-MOTOR OIL	452.67 <b>452.67</b>			
				A/P	OUT-STD	
010827	08/09/12 12185	FULTON AUTO RECYCLERS TS-#304-U-SPINDLE KNUCKLE	96.05 <b>96.05</b>			
				A/P	OUT-STD	
010828	08/09/12 12-100	FUNDY BUILDING INSPECTION & DRAFTIN PS-BUILDINSPECT-FEE, MILEAGE	1867.33 <b>1867.33</b>			
				A/P	OUT-STD	
010829	08/09/12 138846* 849668*	IRVING ENERGY DISTRIBUTION AND MARK TS-ST5-DIESEL TS-ST5-DIESEL	2179.48 1104.43 <b>3283.91</b>			
				A/P	OUT-STD	
010830	08/09/12	LEAH NIXON				

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	JULY31/12	RC-MILLPOOL-STAFF TRAINING	122.69			
010831	08/09/12	MCINNEN COOPER	<b>122.69</b>	A/P	OUT-STD	
	201217357	GG-LEGAL-GRANT OF OPTION	936.49			
010832	08/09/12	MINISTER OF FINANCE	<b>936.49</b>	A/P	OUT-STD	
	11368891JUL12	GG-TOWNHALL-TELEPHONES	1299.35			
	11378668JUL12	PS/TS-199UNIONST-TELEPHONES	352.99			
	11395944JUL12	TS/PS-199UNIONST-TELEPHONES	854.42			
	15772965JUL12	RC-REC/POOLS-TELEPHONES	350.63			
	46435731JUL12	RC-PARKS-CHOC PARK CAMERAS	58.70			
010833	08/09/12	ORR ELECTRIC & ALARM LTD.	<b>2916.09</b>	A/P	OUT-STD	
	593	TS-STTS-RESET CROSS WALK TIME	73.45			
010834	08/09/12	PAYROLL TRANSFER	<b>73.45</b>	A/P	OUT-STD	
	WEEK32/12	GG-TRANSFER-JUL 27 - AUG 9/12	61794.00			
010835	08/09/12	PRINCESS AUTO	<b>61794.00</b>	A/P	OUT-STD	
	1673680	TS-#22-PUMP DIAPHRAGM	216.04			
010836	08/09/12	RECEIVER GENERAL FOR CANADA	<b>216.04</b>	A/P	OUT-STD	
	PAY16/12	GG-REMITTANCE-JUL 27 - AUG 9	26590.18			
010837	08/09/12	SHANNON MICHAEL	<b>26590.18</b>	A/P	OUT-STD	
	WEEK32/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK32/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
010838	08/09/12	SOURCE ATLANTIC	<b>365.44</b>	A/P	OUT-STD	
	1371797	TS-SHOP-INSPECT & RECERT CHAIN	496.40			
010839	08/09/12	SOUTHWEST CONCRETE & CONS LTD	<b>496.40</b>	A/P	OUT-STD	
	6-114-12	TS-STTS-STREETS REHAB-EQUIP REN	4231.85			
	6-115-12	TS-STREETS REHAB-EQUIP RENTAL	2847.60			
010840	08/09/12	MEG CASEY	<b>7079.45</b>	A/P	OUT-STD	
	JULY12/12	RC-MILLPOOL-TEEN PARTY SUPPLIE	63.89			
010841	08/15/12	ATLANTIC CHEER ALL STARS	<b>63.89</b>	A/P	OUT-STD	
	JUMPSTART	RE-JUMPSTART-GRANT	300.00			
	JUMPSTART*	RC-JUMPSTART-GRANT	1200.00			
			<b>1500.00</b>	A/P	OUT-STD	

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010842	08/15/12 5403-014949	BRUNET DISTRIBUTION TS-STREETS REHAB-MARK ST.	2094.46 <b>2094.46</b>			
010843	08/15/12 IN00180692	CANADIAN RED CROSS RC-MILLPOOL-SWIM PROGRESS CARD	254.99 <b>254.99</b>	A/P	OUT-STD	
010844	08/15/12 9906413400 9906449165	CANADIAN SPRINGS PS-RCMP-WATER RC-MILLPOOL-WATER	20.25 37.50 <b>57.75</b>	A/P	OUT-STD	
010845	08/15/12 JUNE1/12	CHARLOTTE UNITED SOCCER CLUB RC-JUMPSTART-GRANT	1490.00 <b>1490.00</b>	A/P	OUT-STD	
010846	08/15/12 JUMPSTART JUMPSTART* JUMPSTART**	CONLEY'S MARTIAL ARTS RC-JUMPSTART-GRANT RC-JUMPSTART-GRANT RC-JUMPSTART-GRANT	175.00 1200.00 5700.00 <b>7075.00</b>	A/P	OUT-STD	
010848	08/15/12 287934 288020 288050 288124 288257 288460 288480 288484 288673 288737 288792 288906 288912 289036 289056 289408 289462 289511 289541 289586 289622 289835 289979	CREIGHTON-CARTER LTD. TS-AIRPORT TRACTOR-CONDENSER, RC-PARKS-HARDWARE TS-SHOP-FUEL NOZZLE TS-AIRPORT TRACTOR-FUEL FILTER TS-SHOP-BRK LINE TS-SHOP-DRILL 5 8 TS-SHOP-DRILL 5 8 TS-SHOP-25KG SAND, BLOCK TS-SHOP-SAND TS-SHOP-GUN WASH TS-SHOP-RESPIRATOR, RAGS TS-SHOP-GUN WASH TS-SHOP-AUTO MICRO-BELT, COUPL TS-SHOP-UNDERCOAT GUN RC-PARKS-PAINT SPRAYER TS-SHOP-GRINDING WHEEL PS-FIRE-TEES, VINYL TUBING PS-FIRE-HOSE CONNNECTORS, TEES TS-SHOP-PLASTIC CASTERS TS-#4-SPRING PINS, AUTOMOTIVE TS-SHOP-AUTOMOTIVE, VALVOLINE PS-FIRE-HOSE CONNECTOR RC-#307-TOTAL ECLIPSE SEMI-LO	30.40 4.68 99.09 1.81 31.92 38.41 -38.41 36.05 66.38 61.53 75.71 61.53 31.89 65.45 1.41 23.78 29.55 70.79 49.54 10.68 55.19 10.11 70.04			

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	290143	TS-SHOP-O-RINGS	17.40			
			<b>904.93</b>	A/P	OUT-STD	
010849	08/15/12	EMCO CORPORATION				
	2790426-00	TS-STREETS REHAB-COUPINGS	535.53			
	2790454-00	TS-STREETS REHAB-COUPINGS	303.68			
	2790488-00	TS-STREETS REHAB-COUPINGS, PV	1136.49			
			<b>1975.70</b>	A/P	OUT-STD	
010850	08/15/12	FUNDY BUILDING INSPECTION & DRAFTIN				
	12-107	PS-BUILDINSPECT-FEE	1255.71			
			<b>1255.71</b>	A/P	OUT-STD	
010851	08/15/12	G. LEBLANC FIRE TRUCK REPAIR LTD.				
	6633	PS-#202-SERVICE CALL	415.54			
			<b>415.54</b>	A/P	OUT-STD	
010852	08/15/12	H.E.L.P. MEDICAL SUPPLIES				
	116775	RC-PARKS-LUNG BAGS, TRAINING M	242.83			
			<b>242.83</b>	A/P	OUT-STD	
010853	08/15/12	MCINNES COOPER				
	201217324	GG-LEGAL-PICNIC TABLE	1695.00			
			<b>1695.00</b>	A/P	OUT-STD	
010854	08/15/12	MEG CASEY				
	JULY12/12*	RC-MILLPOOL-FIRST AID CRSE SUP	104.00			
			<b>104.00</b>	A/P	OUT-STD	
010855	08/15/12	MINISTER OF FINANCE				
	WEEK33/12	EMPLOYEE DEDUCTIONS-AUG 14-20	209.30			
			<b>209.30</b>	A/P	OUT-STD	
010856	08/15/12	O'CONNELL MIKE				
	AUGUST2/12	RC-COMMUNITIESINBLOOM-MEALS	1804.80			
			<b>1804.80</b>	A/P	OUT-STD	
010857	08/15/12	PETTY CASH				
	JULY05/12	PS-BYLAW-REGISTERED LETTER	10.01			
	JULY25/12	GG-CIVICCENTRE-CONST COMM MEET	19.99			
	JULY25/12*	PS-BUILDINPSECT-REGISTERED LET	10.01			
	JULY31/12	GG-CIVIC-IN MEMORANDUM	50.00			
			<b>90.01</b>	A/P	OUT-STD	
010858	08/15/12	SHANNON MICHAEL				
	JULY/12	PS-ANMLCNTRL-KENNEL FEES	282.50			
	WEEK33/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK33/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			<b>647.94</b>	A/P	OUT-STD	
010859	08/15/12	SPARTAN HOOP CAMP				
	JULY1/12	RC-JUMPSTART-GRANT	55.00			
			<b>55.00</b>	A/P	OUT-STD	

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010860	08/15/12 JULY1/12	ST. STEPHEN MINOR HOCKEY RC-JUMPSTART-GRANT	284.00 <b>284.00</b>	A/P	OUT-STD	
010861	08/15/12 JULY01/12	ST. STEPHEN SWIM LESSONS RC-JUMPSTART-GRANT	400.00 <b>400.00</b>	A/P	OUT-STD	
010862	08/15/12	TELUS 21856412JUL*** GG-CELLS-ACCOUNT LEVEL CHARGES 21856412JUL12 GG-CELLPHONES-ACCT LEVEL TAXES 21856412JUL12* GG/TS/PS/RC-CELLPHONE CHARGES 21856412JULCRE TS-AIRPORT-CELL PHONE	24.38 -0.01 526.60 -65.12 <b>485.85</b>	A/P	OUT-STD	
010863	08/15/12 I-18460 I-18461	TERRA CONSULTANTS LTD. GG-TOWNHALL-SERVER BACKUP REPA GG-TOWNHALL-APC 1000VA UPS	429.40 141.25 <b>570.65</b>	A/P	OUT-STD	
010864	08/15/12 14887	CYCLE WORKS RC-PARKS-TILE, PLUG	37.27 <b>37.27</b>	A/P	OUT-STD	
010865	08/15/12 104277	DYNAMIC ONLINE MARKETING CORP. PS-FIRE-RED PENS W/FLASHLIGHT	700.60 <b>700.60</b>	A/P	OUT-STD	
010866	08/20/12 2012-119	A.M.A.N.B. GG-CIVIC-MEMBERSHIP FEES	432.68 <b>432.68</b>	A/P	OUT-STD	
010867	08/20/12 2012-006	CHOCOLATE MUSEUM RC-COMMINBLOOM-RECEPTION	311.92 <b>311.92</b>	A/P	OUT-STD	
010868	08/20/12 3786	D.R.ELECTRIC RC-HIGHSCHOOLFIELD-LIGHT REPAI	164.48 <b>164.48</b>	A/P	OUT-STD	
010869	08/20/12 AUGUST02/12	GREAT-WEST LIFE ASSURANCE COMPANY GG-PREMIUMS-AUG24-SEP23 - DIV1	1699.12 <b>1699.12</b>	A/P	OUT-STD	
010870	08/20/12 114177 114191 114200 114220 114221 114222 114330	KEITH'S BUILDING SUPPLIES TS-AIRPORT-LIGHT SWITCH RC-SOCCER FIELDS-LATEX RC-SOCCER FIELDS-PRIMER TS-STS-CULVERT, JOINER, GREENG TS-STS-GREENGUARD INSUL. TS-STS-STYROFOAM RC-SOCCERFIELD-PRIMER	11.06 129.94 62.15 3266.90 -460.08 498.50 62.15			

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	114334	TS-SHOP-SPRUCE	14.88			
	114335	TS-ST5-STYROFOAM	-153.53			
	114342	TS-SHOP-PLYWOOD	54.01			
	114557	RC-OLDTOWNHALL-COPPER AZOLE	9.02			
	114616	RC-BANDSTAND-TREX BALLUSTERS	111.87			
			<b>3606.87</b>	A/P	OUT-STD	
010871	08/20/12	KELLY KURTZ-JOHNSON				
	JULY30/12	RC-COMMINBLOOM-RECEPTION	50.00			
			<b>50.00</b>	A/P	OUT-STD	
010872	08/20/12	KEM CANADA MFG				
	87554	TS-SHOP-CHAIN&CABLE LUBE, TRO-	284.97			
			<b>284.97</b>	A/P	OUT-STD	
010873	08/20/12	KONICA MINOLTA				
	4339572	GG-TOWNHALL-MNTHLY COPIER LEAS	122.55			
			<b>122.55</b>	A/P	OUT-STD	
010874	08/20/12	LIFESAVING SOCIETY - NB Branch				
	2012-563	RC-MILLPOOL-CPR UPDATE MATERIA	20.00			
	2012-689	RC-MILLPOOL-BRONZE MEDALLION,	471.00			
			<b>491.00</b>	A/P	OUT-STD	
010875	08/20/12	LINDE CANADA				
	45753154	PS-FIRE-ACETYLENE, NITROGEN	22.49			
			<b>22.49</b>	A/P	OUT-STD	
010876	08/20/12	MARK FLEMING				
	AUGUST14/12	PS-BYLAW-VEHICLE WASHES	28.00			
			<b>28.00</b>	A/P	OUT-STD	
010877	08/20/12	MAYFIELD GARDENS & LANDSCAPE				
	4214	RC-SS BALL FIELD-TILL INFIELD	124.30			
	4215	RC-PARKS-BRUSH HOG	169.50			
	4261	RC-PARKS-TURF MAINTENANCE	616.98			
	4264	RC-COVE PARK-MAINTENANCE	1934.00			
			<b>2844.78</b>	A/P	OUT-STD	
010878	08/20/12	MEGA-LAB MANUFACTURING CO. LTD.				
	0000124480	TS-SHOP-MEGALUBE GREASE	241.82			
			<b>241.82</b>	A/P	OUT-STD	
010879	08/20/12	MICMAC FIRE & SAFETY SOURCE				
	NB-00802038	PS-FIRE-FLAT HEAD AXES, SEAT B	197.75			
			<b>197.75</b>	A/P	OUT-STD	
010880	08/20/12	MUNICIPAL LAW ENFORCEMENT OFFICERS				
	33RDCONFERENCE	PS-BYLAW-33RD LAW ENFORCE CONF	847.50			
			<b>847.50</b>	A/P	OUT-STD	
010881	08/20/12	NEW SYSTEM LAUNDRY & CLEANERS LTD.				
	257207	GG-TOWNHALL-FLOOR MATS	93.70			
			<b>93.70</b>	A/P	OUT-STD	

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010882	08/20/12 AUGUST2/12*	O'CONNELL MIKE RC-COMMINBLOOM-JUDGES TRANSPOR	200.00 <b>200.00</b>			
010883	08/20/12 23263 23276 23282	ORCHARD'S PAINT & PAPER LTD. RC-COMMUNITIES IN BLOOM-PAINT RC-PARKS-PAINT RC-PARKS-PAINT	42.92 60.95 48.53 <b>152.40</b>	A/P	OUT-STD	
010884	08/20/12 IN-4189340	ORKIN CANADA CORPORATION PS-FIRE-PEST CONTROL	96.62 <b>96.62</b>	A/P	OUT-STD	
010885	08/20/12 601	ORR ELECTRIC & ALARM LTD. RC-WATERFRONT-INSTALL 2 LIGHTS	7322.74 <b>7322.74</b>	A/P	OUT-STD	
010886	08/20/12 2488582 5206218	R.NICHOLLS DISTRIBUTORS INC. PS-FIRE-INSIGNIAS PS-FIRE-CLOTHING ALLOW	2323.31 262.27 <b>2585.58</b>	A/P	OUT-STD	
010887	08/20/12 26245	ROGER'S STOVE SHOP RC-MILLPOOL-POOL CHEMICALS	812.05 <b>812.05</b>	A/P	OUT-STD	
010888	08/20/12 19051703AUG12 19051801AUG12 216030308AUG12	SERVICE NEW BRUNSWICK TS-AIRPORT-ELECTRICITY TS-AIRPORT-ELECTRICITY TS-ST5-AREA LIGHTS	160.89 42.61 11631.51 <b>11835.01</b>	A/P	OUT-STD	
010889	08/20/12 06336721JUL12	SERVICE NEW BRUNSWICK TS-AIRPORT-TELEPHONE	129.17 <b>129.17</b>	A/P	OUT-STD	
010890	08/20/12 1986810	SOS MARKETING PS-FIRE-PENS	235.20 <b>235.20</b>	A/P	OUT-STD	
010891	08/20/12 201200103 201200153 201200161 201200186	SOURCE ONE SUPPLIES RC-TOURISTBUREAU-VINYL GLOVES RC-LIBRARY-GRBG BAGS, PPR TOWE RC-MILLPOOL-PAPER TOWELS RC-PARKS-GARBAGE BAGS	47.39 109.00 45.14 26.45 <b>227.98</b>	A/P	OUT-STD	
010892	08/20/12 16667 16672	ST. CROIX PRINTING & PUBLISHING COM GG-TOWN-REQUEST FOR LEAVE FORM GG-COUNCIL-BUSINESS CARDS	154.15 317.51 <b>471.66</b>	A/P	OUT-STD	

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010893	08/20/12 0882	ST. CROIX RV SALES & SERVICE RC-HORT-WATER TANK PUMP	147.97			
			<b>147.97</b>	A/P	OUT-STD	
010894	08/20/12 JULY9/112	TAMMY BEDFORD RC-REC-TENNIS CAMP REFUND	45.00			
			<b>45.00</b>	A/P	OUT-STD	
010895	08/20/12 I-18596	TERRA CONSULTANTS LTD. GG-TOWNHALL-RECONFIGURE BACKUP	63.56			
			<b>63.56</b>	A/P	OUT-STD	
010896	08/20/12 13048IN13224	WORLDLYNX TS-AIRPORT-PREPAID CELL CARD	28.25			
			<b>28.25</b>	A/P	OUT-STD	
010897	08/20/12 31761001 31761002 31761003	ZEE MEDICAL CANADA, INC. PS-FIRE-FIRST AID SUPPLIES PS-FIRE-FIRST AID SUPPLIES PS-FIRE-OXYGEN COMPONENT FILL	580.10 151.18 271.06			
			<b>1002.34</b>	A/P	OUT-STD	
010898	08/20/12 AUGUST02/12*	GREAT-WEST LIFE ASSURANCE COMPANY GG-PREMIUMS-AUG24-SEP23-DIV2	1265.77			
			<b>1265.77</b>	A/P	OUT-STD	
010899	08/22/12 184935 184936 30020	ATLANTIC CHEMICAL & AQUATICS INC. RC-MILLPOOL-ATLANTIC 12%, HYDR RC-MILLPOOL-INV# 184935 DRUM D RC-MILLPOOL-DRUM DEPOSITS	1056.23 361.60 -1287.07			
			<b>130.76</b>	A/P	OUT-STD	
010900	08/22/12 4648375001	BARNES DISTRIBUTION TS-SHOP-TUBING, BUSHINGS, PLUG	221.99			
			<b>221.99</b>	A/P	OUT-STD	
010901	08/22/12 8749/8750	BLAIR HOUSE RC-COMM IN BLOOM-ACCOMMODATION	410.79			
			<b>410.79</b>	A/P	OUT-STD	
010902	08/22/12 71931	C.J.MUNN EQUIPMENT LTD. PS-FIRE-HOSES, SEATBELT CUTTER	774.67			
			<b>774.67</b>	A/P	OUT-STD	
010903	08/22/12 2199	CHARLOTTE COUNTY JANITORIAL PS-FIRE-JANITORIAL-JULY	169.50			
			<b>169.50</b>	A/P	OUT-STD	
010904	08/22/12 2-1617861	COX ELECTRONICS & COMMUNICATIONS TS-AIRPORT-INTERNET REPAIR	90.34			
			<b>90.34</b>	A/P	OUT-STD	
010906	08/22/12 290446	CREIGHTON-CARTER LTD. TS-AIRPORT-CLAWHAMMER, BALL PE	103.93			

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	290752	RC-#308-OIL SEAL	22.96			
	290813	RC-#308-BRAKE HOSES	103.11			
	290818	TS-SHOP-BLEEDER SCREW	5.74			
	290828	TS-SHOP-BLEEDER SCREWS	0.88			
	290979	RC-#308-WHEEL CYLINDER	13.68			
	291289	TS-SHOP-FUSE	6.67			
	291408	TS-SHOP-TIRE REPAIR CEMENT	7.63			
	291505	TS-SHOP-LUCITE THINNER	111.31			
	291724	TS-#302-NEW WATER PUMP	88.07			
	291757	TS-SHOP-FLANNEL RAGS	24.30			
	291786	TS-#302-INTERIOR DOOR HANDLE	20.35			
	291962	RC-PARKS-HAT MOUNT MUFF, SAFET	62.21			
	292011	PS-ANTIQUE FORD-WHEEL CYLINDER	134.57			
	292291	PS-#200-SOLENOID	12.60			
	292298	TS-SHOP-ABRASIVE	6.73			
	292376	PS-FIRE-ATC FUSE HOLDERS	7.41			
	292434	TS-#04-BRAKE SHOES & PADS	78.67			
	292515	RC-PARKS-FLANNEL RAGS	24.30			
	292521	TS-SHOP-SCRAPER KNIFE	6.77			
	292522	TS-#304-RESPONSE CAM SHOCK	66.33			
	292748	TS-SHOP-HARDWARE, CLAMPS	10.31			
	292812	RC-PARKS-COTTER PIN ASSORT	9.03			
			<b>927.56</b>	A/P	OUT-STD	
010907	08/22/12	DALHOUSIE UNIVERSITY				
	33332	GG-CAO-LOCAL GOV'T COURSE	940.00			
			<b>940.00</b>	A/P	OUT-STD	
010908	08/22/12	DB PERKS & ASSOCIATES LTD.				
	113887	RC-MILLPOOL-CHEMICAL CONTROLLE	2896.70			
			<b>2896.70</b>	A/P	OUT-STD	
010909	08/22/12	DEMPSEY'S PLUMBING & HEATING				
	1478	RC-SPLASHPAD-SHUTOFF VALVE	1687.66			
	1496	PS-RCMP-FLUSH FLAPPER	76.83			
			<b>1764.49</b>	A/P	OUT-STD	
010910	08/22/12	O'CONNELL MIKE				
	AUGUST2/12**	RC-COMMINBLOOM-LUNCH	101.53			
			<b>101.53</b>	A/P	OUT-STD	
010912	08/22/12	SERVICE NEW BRUNSWICK				
	10126106AUG12	TS-KINGSTSCHOOL-XING LIGHTS	23.65			
	17915909AUG12	RC-POOL-SCHOOL STREET	73.97			
	17935200AUG12	TS-KING/UNIONST-TRAFFIC LIGHTS	35.11			
	17949909AUG12	GG-OLDTOWNHALL-ELECTRICITY	245.20			
	18169205AUG12	RC-POOL-MILL LANE	1903.07			

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	18988703AUG12	TS/PS-199UNIONST-ELECTRICITY	1235.76			
	50660140AUG12	RC-PARKS-ROTARY CHANGING ROOMS	24.33			
	54187672AUG12	TS-KING/QUEEN-TRAFFIC LIGHTS	34.28			
	54653258AUG12	TS-KING/SUPERSTORE-TRAFFIC LIG	64.70			
	55160607AUG12	RC-COTTONMILL SITE LIGHTS	56.93			
	55471834AUG12	TS/PS-220UNIONST-ELECTRICITY	34.57			
	55917471AUG12	TS-ST5-WATERFRONT LIGHTS	72.48			
	72924306AUG12	RC-PARKS-BANDSTAND	41.25			
	73006038AUG12	RC-LIBRARY-ELECTRICITY	1062.15			
	82122207AUG12	RC-PARKS-BASKETBALL COURT	28.28			
	83278804AUG12	TS-ST5-PARKS SHED	23.65			
	84960501AUG12	RC-PARKS-RIVERSIDE DR LIGHTS	74.93			
			<b>5034.31</b>	A/P	OUT-STD	
010913	08/22/12	SHANNON MICHAEL				
	WEEK34/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK34/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			<b>365.44</b>	A/P	OUT-STD	
010914	08/22/12	ST. STEPHEN MINOR BASEBALL				
	JULY08,2010	RC-RECREATION-JUMPSTART	70.00			
	JULY1/12	RC-GRANT-JUMPSTART	310.00			
			<b>380.00</b>	A/P	OUT-STD	
010915	08/23/12	GANONG BROS. LIMITED				
	9000028	RC-COMMINBLOOM-JUDGES GIFTS	79.10			
			<b>79.10</b>	A/P	OUT-STD	
010918	08/23/12	KENT BUILDING SUPPLIES				
	432181	RC-PARKS-WEEL TRAY, ROLLER, EP	68.79			
	432271	RC-PARKS-PAINT	42.02			
	432398	RC-PARKS-CASTERS, SCREWS	27.22			
	432721	TS-SHOP-BOLT/HEXS	1.64			
	433008	RC-PARKS-PIPE/COPPER	57.79			
	433429	PS-FIRE-TOOL BOX	18.90			
	433661	TS-#6-KEYS, ALL THRD/ZINC5	21.52			
	433770	RC-HORT-HOSE	37.82			
	434088	TS-SHOP-LIFT HANDLE, PLYWOOD	28.84			
	436287	RC-PARKS-WATERING CAN, LIQUAFE	37.80			
	436897	RC-PARKS-PAINT BRUSHES	135.51			
	439589	PS-FIRE-FAN PEDESTAL	22.59			
	439882	RC-PARKS-PAINT ROLLERS	59.84			
	439975	RC-PARKS-LINTFREE ROLLER	6.29			
	440358	RC-PARKS-SPRAY PAINT	19.35			
	440360	RC-PARKS-LINTFREE ROLLERS	12.59			
	442042	TS-SHOP-JIGSAW BLADE	7.88			

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	442083	RC-MILLPOOL-PAINT, PAINT BRUSH	208.02			
	442085	RC-PARKS-LUMBER	110.08			
	443099	RC-MILLPOOL-ROLLER FRAMES, TRA	37.78			
	443331	RC-PARKS-RAT TAIL POLY	16.79			
	443557	RC-MILLPOOL-75MM FLAT POLY	13.65			
	443608	RC-PARKS-PAINT	104.01			
	444182	RC-HORT- PAINT, FOAM ROLLER, T	89.26			
	444452	RC-MILLPOOL-JAVEX, GLOVES, SCR	38.92			
	444453	RC-PARKS-ANCR/TAP FLT3/16X1-3/	5.77			
	446028	RC-PARKS-ANCR/TAP BIT	6.09			
			<b>1236.76</b>	A/P	OUT-STD	
010919	08/23/12	KONICA MINOLTA BUSINESS SOLUTIONS (				
	CONIN01972659	GG-TOWN HALL-COPIER CHARGES	158.02			
			<b>158.02</b>	A/P	OUT-STD	
010920	08/23/12	LSW WEAR PARTS LTD.				
	35464	TS-#16-LOADER EDGES, NUT&BOLT	1642.97			
			<b>1642.97</b>	A/P	OUT-STD	
010921	08/23/12	MAYFIELD GARDENS & LANDSCAPE				
	4278	RC-COVE PARK-PRUNING, WEED WHA	520.52			
	4284	RC-HORT-MULCH, COMPOST, GLOVES	1474.61			
	4289	RC-DOVERHILL PARK-WALKWAY RENO	5898.56			
	4299	RC-PARKS-TURF AREAS ADDITIONAL	656.53			
			<b>8550.22</b>	A/P	OUT-STD	
010922	08/23/12	MCINNES COOPER				
	201219378	GG-LEGAL-PICNIC TABLE	432.23			
			<b>432.23</b>	A/P	OUT-STD	
010923	08/23/12	MEDAVIE BLUE CROSS				
	SEPTEMBER/12	GG-HEALTH&DENTAL-SEPTEMBER	4591.28			
	SEPTEMBER/12*	TS/PS/RC-HEALTH&DENTAL-PREMIUM	7011.18			
			<b>11602.46</b>	A/P	OUT-STD	
010924	08/23/12	MINISTER OF FINANCE				
	AUGUST3/12	TS-AIRPORT-PETROLEUM STORAGE S	55.00			
			<b>55.00</b>	A/P	OUT-STD	
010925	08/23/12	MISS NEW BRUNSWICK PAGEANT				
	JULY3/12	GG-CIVIC-MISS NB PAGEANT	50.00			
			<b>50.00</b>	A/P	OUT-STD	
010926	08/23/12	NOVA FIRE EQUIPMENT LTD.				
	42355	PS-FIRE-6' COMBI ROOF HOOK, HO	734.50			
			<b>734.50</b>	A/P	OUT-STD	
010927	08/23/12	ORCHARD'S PAINT & PAPER LTD.				
	23315	RC-SALMON FALLS-PAINT & SUPPLI	154.62			
			<b>154.62</b>	A/P	OUT-STD	

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010928	08/23/12 WEEK34/12	PAYROLL TRANSFER GG-TRANSFER-AUG 10 - 23/12	64385.00 <b>64385.00</b>	A/P	OUT-STD		
010929	08/23/12 PAY17/12	RECEIVER GENERAL FOR CANADA GG-REMITTANCE-AUG 10 - AUG 23	26635.28 <b>26635.28</b>	A/P	OUT-STD		
010930	08/23/12 71315207AUG12	SERVICE NEW BRUNSWICK PS-RCMP-ELECTRICITY	883.39 <b>883.39</b>	A/P	OUT-STD		
010931	08/23/12	UNION OF MUNICIPALITIES OF NEW BRUN A. MACEACHERN D. MACDONALD J. AMES J. FERGUSON J. QUARTERMAIN M. BOOTH M. HARDING	GG-CONFERENCE-SEPT 28 - 30 GG-CONFERENCE-SEPT 28 - 30 GG-CONFERENCE-SEPT 28 - 30 GG-CONFERENCE-SEPT 28-30 GG-CONFERENCE- SEPT 28 - 30 GG-CONFERENCE-SEPT 28 - 30 GG-CONFERENCE-SEPT 28 - 30	360.00 290.00 360.00 290.00 355.00 290.00 290.00	<b>2235.00</b>	A/P	OUT-STD
010932	08/27/12 243563	IRVING ENERGY DISTRIBUTION AND MARK TS-ST5-DIESEL	1528.80 <b>1528.80</b>	A/P	OUT-STD		
010933	08/27/12 WEEK34/12	MINISTER OF FINANCE EMPLOYEE DEDUCTIONS-AUG 21-27	209.30 <b>209.30</b>	A/P	OUT-STD		
010934	08/27/12 927790	NOVA SCOTIA DEPARTMENT OF AGRICULTU RC-SSHSFOOTBALLFIELD-SOIL SAMP	345.83 <b>345.83</b>	A/P	OUT-STD		
010935	08/27/12 AUG13/12*	PITNEY WORKS GG/RC/PS-POSTAGE METER REFILL	500.91 <b>500.91</b>	A/P	OUT-STD		
010936	08/27/12 15855	SCOODIC EQUIPMENT RENTALS RC-ELEM. SCHOOL-POST HOLE DIGG	67.80 <b>67.80</b>	A/P	OUT-STD		
010937	08/27/12 26298	SOJOURN ENTERPRISES LIMITED TS-ST5-STOP SIGNS	125.48 <b>125.48</b>	A/P	OUT-STD		
010938	08/27/12 201200299 201200333 201200354	SOURCE ONE SUPPLIES RC-MILLPOOL-BATH TISSUE PS-FIRE-BATH TISSUE RC-CHOC PARK FOUNTAIN-LIQUID DR	74.09 73.86 24.75 <b>172.70</b>	A/P	OUT-STD		
010939	08/27/12	SOUTH WEST SOLID WASTE COMMISSION					

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	JULY31/12	GG-TOWN-GARBAGE COLLECTION	9684.00			
010940	08/27/12	SOUTHERN SANITATION LTD.	<b>9684.00</b>	A/P	OUT-STD	
	14562	GG-TOWN-GARBAGE COLLECTION	8642.59			
010941	08/27/12	ST. CROIX PRINTING & PUBLISHING COM	<b>8642.59</b>	A/P	OUT-STD	
	078101	GG-CIVIC-COUNCIL RESCHEDULING	32.21			
	078206	GG-CIVIC-INTERNATIONAL FESTIVA	169.50			
010942	08/27/12	ST.STEPHEN VOLUNTEER FIRE DEPARTMEN	<b>201.71</b>	A/P	OUT-STD	
	VFIS 3463 VOLU	PS-FIRE-AUG 1 - JULY 31/13 INS	7186.00			
	VFIS 3464 CARE	PS-FIRE-AUG 1 - JULY 31/13 INS	2524.00			
010943	08/27/12	WURTH CANADA LIMITED	<b>9710.00</b>	A/P	OUT-STD	
	20929168	TS-SHOP-GRINDER BRUSHES	88.02			
010944	08/27/12	ZEE MEDICAL CANADA, INC.	<b>88.02</b>	A/P	OUT-STD	
	0160100157	TS-SHOP-FIRST AID SUPPLIES	131.02			
010945	08/29/12	ALL GAS TANKS	<b>131.02</b>	A/P	OUT-STD	
	68104	RC-PARKS-OIL, TRIMMER LINE	239.51			
010946	08/29/12	A ONE PUMPING SERVICE LTD.	<b>239.51</b>	A/P	OUT-STD	
	3227	TS-RALLY/VALLEY-BIKE SHOW	203.40			
010947	08/29/12	BRAEMAR PEST CONTROL SERVICES	<b>203.40</b>	A/P	OUT-STD	
	352949	GG-OLD TOWN HALL-PEST CONTROL	37.37			
010948	08/29/12	BROCKWAYS CLEANING SERVICE	<b>37.37</b>	A/P	OUT-STD	
	53-2012	PS-JULY JANITORIAL SERVICE	996.13			
010949	08/29/12	BRUNSWICK NEWS INC	<b>996.13</b>	A/P	OUT-STD	
	1213866	PS-FIRE-INTERNATIONAL FESTIVAL	175.48			
010950	08/29/12	CANADIAN SPRINGS	<b>175.48</b>	A/P	OUT-STD	
	9906522703	GG-TOWN-WATER	32.08			
	9906537589	PS-RCMP-WATER	67.50			
010951	08/29/12	COASTAL ASPHALT (2002) LTD.	<b>99.58</b>	A/P	OUT-STD	
	12-034	TS-ST5 REHAB-ASPHALT	4488.02			
010952	08/29/12	EMCO CORPORATION	<b>4488.02</b>	A/P	OUT-STD	

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	2790426-01	TS-STREETS REHAB-COURLINGS	165.82			
	2790445-00	TS-STREETS REHAB-CURB,STOPS TE	1675.45			
	2790445-01	TS-STREETS REHAB-SERV BOX RODS	223.74			
	2790445-02	TS-STREETS REHAB-TEES	279.79			
	2790445-03	TS-STREETS REHAB-TEE	69.95			
	2790474-00	TS-STREETS REHAB-F/PE PIPE	508.50			
	2790674-00	TS-STREETS REHAB-HYDRANT	3254.55			
	2790834-00	TS-STREETS REHAB-BOLT PACKS, C	487.75			
	2790994-00	TS-STREETS REHAB-CPLGS, PVC PI	1408.27			
	2790994-01	TS-STREETS REHAB-EXT RNGE CPLG	319.76			
	2791159-00	TS-STREETS REHAB-EXT RNGE CPLG	1135.18			
	2791998-00	TS-STREETS REHAB-COURLING	72.27			
			<b>9601.03</b>	A/P	OUT-STD	
010953	08/29/12 678988	FERO WASTE & RECYCLING INC. GG-TOWN-GARBAGE COLLECTION	5620.00			
			<b>5620.00</b>	A/P	OUT-STD	
010954	08/29/12 IN126237 IN126285	FIRE SAFETY CANADA PS-FIRE-SMOKE ALARMS PS-FIRE-SPARKY THE FIREDOG DVD	797.33 316.97			
			<b>1114.30</b>	A/P	OUT-STD	
010955	08/29/12 12-114	FUNDY BUILDING INSPECTION & DRAFTIN PS-BUILDINSPECT-FEE, MILEAGE	1788.23			
			<b>1788.23</b>	A/P	OUT-STD	
010956	08/29/12 951330	IRVING ENERGY DISTRIBUTION AND MARK TS-STREETS-DIESEL	538.35			
			<b>538.35</b>	A/P	OUT-STD	
010957	08/29/12 AUGUST/12	JOAN FLEWELLING GG-TOWNCLERK-MNTHLY VEH ALLOW	50.00			
			<b>50.00</b>	A/P	OUT-STD	
010958	08/29/12 AUGUST/12 AUGUST/12*	JOHN FERGUSON GG-CAO-CELL PHONE REIMBURSEMEN GG-CAO-MNTHLY VEH ALLOW	93.00 350.00			
			<b>443.00</b>	A/P	OUT-STD	
010959	08/29/12 31725	L.E.WHITTAKER CO., LTD. PS-FIRE-FIRE EXTINGUISHERS TES	226.00			
			<b>226.00</b>	A/P	OUT-STD	
010960	08/29/12 AUGUST27/12	LAVIOLETTE, GEORGE TS-AIRPORT-BUSH CUTTING	90.00			
			<b>90.00</b>	A/P	OUT-STD	
010961	08/29/12 AUGUST/12	LEAH NIXON RC-ASSTREC DIR-MNTHLY VEH ALLOW	200.00			
			<b>200.00</b>	A/P	OUT-STD	

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010962	08/29/12	MCINNES COOPER				
	201217360	GG-LEGAL-GRANT OF OPTION	316.97			
	201219388	GG-LEGAL-CORPORATE GENERAL	835.64			
	201219391	GG-LEGAL-GRANT OF OPTION	566.13			
			<b>1718.74</b>	A/P	OUT-STD	
010963	08/29/12	MINISTER OF FINANCE				
	WEEK35/12	EMPLOYEE DEDUCTIONS-AUG28-SEP3	209.30			
			<b>209.30</b>	A/P	OUT-STD	
010964	08/29/12	N.B.A.O.F.P.O.				
	2012-SSFD-0027	RC-FIRE-MARY LAMBERT CONCERTS	1000.00			
			<b>1000.00</b>	A/P	OUT-STD	
010965	08/29/12	O'CONNELL MIKE				
	AUGUST/12	RC-DIRPR/PM-MNTHLY VEH ALLOW	200.00			
			<b>200.00</b>	A/P	OUT-STD	
010966	08/29/12	OK TIRE & AUTO SERVICE				
	IN019007	TS-#5-TIRES, CAPS	976.32			
			<b>976.32</b>	A/P	OUT-STD	
010967	08/29/12	ORCHARD'S PAINT & PAPER LTD.				
	23354	RC-PARKS-PAINT	184.87			
			<b>184.87</b>	A/P	OUT-STD	
010968	08/29/12	PRINCESS AUTO				
	1706470	TS-SHOP-GENERATOR	104.67			
	1710426	TS-#14-JACK A-FRAME	137.24			
			<b>241.91</b>	A/P	OUT-STD	
010969	08/29/12	SHANNON MICHAEL				
	WEEK35/12	PS-ANMLCNTRL-WEEKLY FEE	167.69			
	WEEK35/12*	PS-ANMLCNTRL-WKLY VEH ALLOW	197.75			
			<b>365.44</b>	A/P	OUT-STD	
010970	08/29/12	ST. STEPHEN PRESCRIPTION CENTRE				
	AUG13/12.	TS-PROV SWIM MEET-STOPWATCH BA	71.74			
			<b>71.74</b>	A/P	OUT-STD	
010971	08/29/12	STATIONERY PLUS				
	304666	GG-MBL/BI-TONER, PPR CLIPS, PE	593.74			
	304863	GG-TOWN-PENS	3.62			
	304888	RC-MILLPOOL-LITERATURE HOLD	53.43			
	304891	GG-TOWN-PAPER, TONER, RPRT COV	228.77			
	305256	GG-TOWN-PAGE PROT., BINDING CA	25.78			
	305516	PS-BYLAW-BINDERS	17.06			
	305517	PS-BYLAW-INDEX TABS	5.60			
	305541	TS-SHOP-CANADIAN FLAG	28.24			
	305556	GG-TWNCLERK-BINDERS, STENO BOO	24.16			
	305695	GG-TOWN HALL-PAPER, RUBBER BAN	95.65			

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	305697	RC-MILLPOOL-FOAMBOARD	27.63			
010972	08/31/12	ACCT 8025-280	<b>1103.68</b>	A/P	OUT-STD	
	AUGUST/12	LOCAL 770 UNION DUES - AUG/12	892.21			
			<b>892.21</b>	A/P	OUT-STD	
010973	08/31/12	ACCT 903240049220				
	AUGUST/12	EMPLOYEE DEDUCTIONS - AUG/12	108.00			
			<b>108.00</b>	A/P	OUT-STD	
010974	08/31/12	ACCT 903240070386				
	AUGUST/12	EMPLOYEE DEDUCTIONS - AUG/12	400.00			
			<b>400.00</b>	A/P	OUT-STD	
010975	08/31/12	AIR LIQUIDE CANADA				
	47251480	TS-SHOP-CYLINDER GAS	23.47			
			<b>23.47</b>	A/P	OUT-STD	
010976	08/31/12	BAYVIEW CREDIT UNION				
	AUGUST/12	EMPLOYEE DEDUCTIONS - AUG/12	540.00			
			<b>540.00</b>	A/P	OUT-STD	
010980	08/31/12	CANADIAN TIRE				
	N14003453	TS-STC-CILGG QSTART	19.20			
	N14003551	RC-MILLPOOL-TEST STRIPS, DRILL	22.59			
	N14003552	RC-MILLPOOL-WIPES, CLOROX, HOO	76.07			
	N14003559	RC-MILLPOOL-HOCKEY BALLS	7.19			
	N14003596	TS-STC-GRASS SEED	19.20			
	N14003598	RC-MILLPOOL-PROPANE	14.24			
	N14417652	TS-SHOP-CILGG QSTART	19.20			
	N14417656	TS-STC-FEMALE END	11.28			
	N14417658	RC-SCHOOL FIELD-SHUT-OFF GDNA	11.63			
	N14417659	RC-HORT-HOSE CLAMPS	12.41			
	N14417662	PS-FIRE-BRAKE FLUID	36.14			
	N14417663	RC-PARKS-TOOLS FOR TRUCK	21.45			
	N14417665	RC-MILLPOOL-PROPANE	14.24			
	N14417668	PS-FIRE-TARP, SZ WASH BRUSHES	50.83			
	N14417669	TS-TRANS&DIST-SEED, FERTILIZER	50.83			
	N14417682	TS-SHOP-FLY RIBBONS	3.38			
	N14417698	RC-PARKS-PLUGS, WD40	24.25			
	N14417701	TS-SHOP-PAINT	15.35			
	N14417708	RC-PARKS-FERTILIZER, ANT KILLE	18.06			
	N14417710	RC-PARKS-GRAFFITTI REMOVAL	20.87			
	N14417713	PS-FIRE-TLBX	19.31			
	N14417716	RC-PARKS-SUPPLIES	27.11			
	N14417722	RC-BALLFIELD-LINERS	5.05			
	N14417728	RC-MILLPOOL-CLEANING SUPPLIES,	62.21			

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	N14417729	TS-ST5-THERMOS	21.46			
	N14417732	PS-FIRE-BULBS, BOX FAN	42.23			
	N14417739	RC-PARKS-GAS CAN, CAST 2CYCLE	16.93			
	N14417746	TS-SHOP-TRIMROL, RUST FLAT, PL	18.61			
	N14417772	TS-SHOP-12-VLT EXTN CRD	16.94			
	N14417775	RC-TOWNHALL-SCRAPER	14.00			
	N14417776	RC-FIELDS-PAINT SPRAYER CABLE	4.51			
	N14417782	RC-MILLPOOL-CLEANING SUPPLIES	22.33			
	N14417784	RC-TOWNHALL-PAINT ROLLERS, EAR	58.71			
	N14417787	RC-#304-CC 8 OZ INFERNO	12.42			
	N14417790	TS-ST5REHAB-MARK ST GRASS SEED	20.33			
	N14417795	RC-PARKS-TARPAULIN	21.45			
	N14417796	RC-HORT-HORNET DETERRENT, RAID	22.58			
	N14417797	PS-FIRE-DRYBOX, FLARE, AIR HOR	242.85			
	N14417799	TS-SHOP-BRUSH PACK, PAINT	64.94			
			<b>1182.38</b>	A/P	OUT-STD	
010981	08/31/12	CIBC MELLON GLOBAL SECURITIES NBMFO				
	AUGUST/12	GG-MUNCIPAL PENSION - AUG/12	19319.66			
			<b>19319.66</b>	A/P	OUT-STD	
010982	08/31/12	DOW JENNIFER				
	AUGUST28/12	RC-HORT-END OF SUMMER LUNCH	95.29			
			<b>95.29</b>	A/P	OUT-STD	
010983	08/31/12	JAMER MATERIALS LTD.				
	2231	TS-ST5 REHAB-BASE ROAD GRAVEL	2305.20			
			<b>2305.20</b>	A/P	OUT-STD	
010984	08/31/12	MINISTER OF FINANCE				
	AUGUST/12	EMPLOYEE DEDUCTIONS - AUG/12	362.00			
			<b>362.00</b>	A/P	OUT-STD	
010985	08/31/12	SOUTHWEST CONCRETE & CONS LTD				
	7-106-12	TS-ST5REHAB-EQUIP RENT, TOPSOI	4807.02			
			<b>4807.02</b>	A/P	OUT-STD	
010986	08/31/12	ST. STEPHEN UTILITY DEPT.				
	AUGUST/12	EMPLOYEE DEDUCTIONS - AUG/12	40.00			
			<b>40.00</b>	A/P	OUT-STD	
		Cheque Totals Non-Void:	\$407,467.41			
		Void:	\$0.00			

**TOWN OF ST. STEPHEN BILLS PAID TO BE RATIFIED (UTILITY CAPITAL FUND):**

August 2012

Interm:

Dillon Consulting Limited (Engineering - Municipal Utility Upgrades and Street Reconstruction - West and Dow Street - Project #126198 - Cheque #61)	36,668.50
Avensys (Storm Sewer Separation Project 2010 - Riverside Drive Construction - Project #092732, Cheque #1027)	8,111.57
<b>Total</b>	<b><u><u>\$44,780.07</u></u></b>

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003382	08/09/12 118935	CHAR CO CHEVROLET PONTIAC BUICK GMC WS-#102-ENGINE LIGHT REPAIR	223.74 <b>223.74</b>	A/P	OUT-STD	
003383	08/09/12 2-1613107	COX ELECTRONICS & COMMUNICATIONS WS-SOURCE-USB KEYBOARD	33.84 <b>33.84</b>	A/P	OUT-STD	
003384	08/09/12 547365	DOWNEYS SALES & SERVICE WS-#105-ELECT. SYSTEM REPAIR	668.88 <b>668.88</b>	A/P	OUT-STD	
003385	08/09/12 B2B19IN111	GBS MOBILITY WS-SOURCE-BLACKBERRY OTTERBOX	45.19 <b>45.19</b>	A/P	OUT-STD	
003386	08/09/12 201217333	MCINNES COOPER WS-LEGAL-WATERLINE EXPROPRIATI	9295.29 <b>9295.29</b>	A/P	OUT-STD	
003387	08/09/12 11366812JUL12 11385317JUL12 19002807JUL12	MINISTER OF FINANCE WS-SOURCE-PUMP STATION WS-TRANS&DIST-BUDD AVE SCD-DISPOSAL-OLD BAY WWTP	120.52 35.11 146.29 <b>301.92</b>	A/P	OUT-STD	
003388	08/09/12 86-4940	RESOURCE SYSTEMS INC. SCD-DISPOSAL-BARRIER FLUID	760.49 <b>760.49</b>	A/P	OUT-STD	
003389	08/09/12 TS1265	SMITH BROS. MACHINE SHOP LTD. SCD-#9-HYDRAULIC CYLINDER REPA	915.80 <b>915.80</b>	A/P	OUT-STD	
003390	08/09/12 12761	SOUTH WEST COURIER SCD-#3-FROM SJ SPRINGWORKS, SJ	93.65 <b>93.65</b>	A/P	OUT-STD	
003391	08/09/12 1213194	TOTAL FALL PROTECTION SCD-DISPOSAL-HARNESS INSP, LIF	146.90 <b>146.90</b>	A/P	OUT-STD	
003392	08/09/12 3-221980021	EAST COAST INTERNATIONAL TRUCKS WS-#8-FLUID	314.12 <b>314.12</b>	A/P	OUT-STD	
003393	08/15/12 12-019 12-028	COASTAL ASPHALT (2002) LTD. WS-ST5-ASPHALT WS-ST5-ASPHALT	1026.15 2247.57 <b>3273.72</b>	A/P	OUT-STD	
003394	08/15/12 288464 288565	CREIGHTON-CARTER LTD. SCD-DISPOSAL-5PC SCREW EXT. SCD-#3-AUTO MICRO-BELT/MICRO-V	20.33 71.55			

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	288898	WS-#20-INDUSTRIAL MAINT COAT	66.87			
	288927	WS-#20-INDUSTRIAL MAINT COAT	66.87			
	289242	WS-#20-BUZZER	54.57			
			<b>280.19</b>	A/P	OUT-STD	
003395	08/15/12	EMCO CORPORATION				
	2784049-02	WS-TRANS&DIST-VB720 1-3/8 RSR	180.24			
	2789141-00	WS-TRANS&DIST-ADAPTORS	250.05			
	2789425-00	WS-TRANS&DIST-COUPLINGS	190.30			
			<b>620.59</b>	A/P	OUT-STD	
003396	08/15/12	HYPERION RESEARCH LTD.				
	52068	WS-SOURCE-AEROBIC SPORE ANALYS	787.83			
			<b>787.83</b>	A/P	OUT-STD	
003397	08/15/12	TELUS				
	21856412JUL**	WS/SCD-CELL PHONE CHARGES	526.30			
			<b>526.30</b>	A/P	OUT-STD	
003398	08/15/12	TERRA CONSULTANTS LTD.				
	I-18460*	WS/SCD-TOWNHALL-SERVER BACKUP	429.40			
	I-18461*	WS/SCD-TOWNHALL-APC 1000VA UPS	141.25			
			<b>570.65</b>	A/P	OUT-STD	
003399	08/17/12	SCOTIABANK				
	1308887	WS-ST5-ASPHALT FOR QUEENSWAY	1123.75			
			<b>1123.75</b>	A/P	OUT-STD	
003400	08/20/12	KEITH'S BUILDING SUPPLIES				
	114218	SCD-DISPOSAL-SPRUCE	69.83			
			<b>69.83</b>	A/P	OUT-STD	
003401	08/20/12	SERVICE NEW BRUNSWICK				
	36869807AUG12	WS-3119MAXWELLXING-BUILDING	852.16			
	50228902AUG12	WS-MAXWELLXING-PUMPS	544.69			
	52557428AUG12	SCD-218OLDBAYRD-WWTP	13260.80			
	53473043AUG12	WS-SOURCE-CHLORINE RESIDUAL	29.92			
	61230004AUG12	WS-MAXWELLXING-PUMPS	2102.49			
	82291006AUG12	WS-SOURCE-RESERVOIR	43.43			
			<b>16833.49</b>	A/P	OUT-STD	
003402	08/20/12	TERRA CONSULTANTS LTD.				
	I-18596*	WS/SCD-TOWNHALL-RECONFIG BACKU	63.57			
			<b>63.57</b>	A/P	OUT-STD	
003403	08/20/12	VIKING FIRE PROTECTION LT				
	341544	WS-SOURCE-SPRINKER INSPECTION	192.10			
			<b>192.10</b>	A/P	OUT-STD	
003406	08/22/12	ATLANTIC CHEMICAL & AQUATICS INC.				
	179328	WS-SOURCE-CHLORINE	668.96			
	179330	WS-SOURCE-INV #179328	361.60			

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	180639	WS-SOURCE-CHLORINE	668.96			
	180640	WS-SOURCE-INV # 180639	361.60			
	31771	WS-SOURCE-INV #S179328,180639	-678.00			
			<b>1383.12</b>	A/P	OUT-STD	
003407	08/22/12	BRIGGS PLUMBING INC.				
	105251	WS-TRANS&DIST-ELBOWS, VALVES,	138.77			
	105256	WS-TRANS&DIST-COUPLINGS, ADAPT	176.55			
			<b>315.32</b>	A/P	OUT-STD	
003408	08/22/12	CREIGHTON-CARTER LTD.				
	291887	WS-TRANS&DIST-ANCHOR SHACKLES	3.14			
	292399	WS-#105-HUB ASSEMBLY	251.89			
	292757	WS-#305-BEARINGS, OIL SEAL	51.40			
	292781	WS-#305-CONTROL ARM ASSEMBLIES	207.81			
			<b>514.24</b>	A/P	OUT-STD	
003409	08/22/12	SERVICE NEW BRUNSWICK				
	53123617AUG12	SCD-STS-DECHLORINATION CHAMBER	113.53			
	53158875AUG12	WS-STS-BUDD AVE LIFT STATION	1664.59			
	54807440AUG12	WS-STS-158A MILLTOWN BLVD LIFT	50.93			
	56356048AUG12	SCD-STS-18 RIVERSIDE DR LIFT S	29.11			
	61204006AUG12	SCD-STS-2-216 KING ST LIFT STA	99.77			
	61224002AUG12	WS-STS-358A MILLTOWN BLVD LIFT	821.31			
	61236008AUG12	WS-STS-BUDD AVE LIFT STATION	225.99			
	76139807AUG12	SCD-STS-54 RIVERSIDE DR LIFT S	61.84			
	84934906AUG12	SCD-STS-658A RIVERSIDE DR LIFT	95.94			
	84943406AUG12	WS-STS-TODD HILL RESERVOIR	137.94			
			<b>3300.95</b>	A/P	OUT-STD	
003410	08/23/12	GREENLAW'S GARAGE LTD.				
	17-2012	SCD-#3-RADIATOR	224.81			
			<b>224.81</b>	A/P	OUT-STD	
003411	08/23/12	HOVEY'S HUSKY SALES & SERVICE				
	6552	WS-SHOP-BLADE, OIL	54.24			
			<b>54.24</b>	A/P	OUT-STD	
003412	08/23/12	KENT BUILDING SUPPLIES				
	436062	WS-SOURCE-BITS, BOLTS, WASHERS	149.66			
	439039	WS-SOURCE-LUMBER	106.53			
	439602	WS-TRANS&DIST-BOLTS, WASHERS,	14.54			
	440352	WS-TRANS&DIST-PIPE/ABS, COUPLI	27.70			
	441168	WS-TRANS&DIST-MASON HAMMER, TU	73.53			
	442652	WS-SOURCE-BATTERIES, PAIL, TAP	80.29			
			<b>452.25</b>	A/P	OUT-STD	
003413	08/23/12	N. B. ELECTRIC POWER COMM				
	90013913	WS-TRANS&DIST-HOLDING POLE FOR	1059.30			
			<b>1059.30</b>	A/P	OUT-STD	

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003415	08/27/12 AUG13/12**	PITNEY WORKS WS-TOWNHALL-POSTAGE METER REFI	855.09 <b>855.09</b>	A/P	OUT-STD	
003416	08/27/12 AUGUST11/12 JULY31/12	RICHARD PIERCE LTD. WS-CHLORINEBLDG/PUMPSTA REPAIR WS-SOURCE-PUMP HOUSE REPAIRS	158.84 380.63 <b>539.47</b>	A/P	OUT-STD	
003417	08/27/12 44557	SAINT JOHN NISSAN SCD-#3-SOB #INSULATOR BOLTS	183.78 <b>183.78</b>	A/P	OUT-STD	
003418	08/27/12 S00-558990	SANSOM EQUIPMENT LTD. WS-SOURCE-ELECTRIC MOTOR 50HP	2954.95 <b>2954.95</b>	A/P	OUT-STD	
003419	08/27/12 547563	SERVICE NEW BRUNSWICK WS/SCD-TOWN-UTI. PAYMENT FEES	430.66 <b>430.66</b>	A/P	OUT-STD	
003420	08/27/12 201200381	SOURCE ONE SUPPLIES SCD-DISPOSAL-DISINFECTANT, BOW	136.66 <b>136.66</b>	A/P	OUT-STD	
003421	08/27/12 746-99-46-1	THE PANEL SHOP WS-SOURCE-SCADA MAINTENANCE	1304.68 <b>1304.68</b>	A/P	OUT-STD	
003422	08/27/12 12	THOMAS CONNICK WS-TRANS&DIST-MOWED TODD RESER	225.00 <b>225.00</b>	A/P	OUT-STD	
003423	08/27/12 20923226	WURTH CANADA LIMITED WS-TRANS&DIST-GRINDER COARS BR	150.73 <b>150.73</b>	A/P	OUT-STD	
003424	08/27/12 INV01558810	XPLORNET WS-SOURCE-SATELLITE SERVICE	70.05 <b>70.05</b>	A/P	OUT-STD	
003425	08/27/12 0160100159 0160100160	ZEE MEDICAL CANADA, INC. WS-TRANS&DIST-FIRST AID SUPPLI SCD-DISPOSAL-FIRST AID SUPPLIE	32.52 348.35 <b>380.87</b>	A/P	OUT-STD	
003426	08/29/12 00449129	COLE-PARMER CANADA INC. WS-SOURCE-CHLOROSENSE SENSORS	400.33 <b>400.33</b>	A/P	OUT-STD	
003427	08/29/12 2-1614876	COX ELECTRONICS & COMMUNICATIONS WS-SOURCE-15VGA CABLE W/AUDIO	28.19 <b>28.19</b>	A/P	OUT-STD	
003428	08/29/12	DOWNEYS SALES & SERVICE				

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	21735	WS-#305-BUSHINGS	16.05			
	21758	WS-#305-CABLE ASY-SELECTOR	96.23			
	21773	WS-#305-LAMP ASY-LICENCE P	11.18			
			<b>123.46</b>	A/P	OUT-STD	
003429	08/29/12	PUROLATOR COURIER LTD.				
	417270528	WS-SOURCE-TO HYPERION RESEARCH	91.49			
			<b>91.49</b>	A/P	OUT-STD	
003430	08/29/12	STATIONERY PLUS				
	304863*	WS/SCD-TOWN-PENS	3.62			
	304880	SCD-DISPOSAL-INK CARTRIDGES	99.21			
	304891*	WS/SCD-TOWN-TONER, RPRT COVERS	79.95			
	305106	WS-SOURCE-INK CARTRIDGE	65.52			
	305256*	WS/SCD-TOWN-PAGE PROT., BINDIN	25.78			
	305695*	WS/SCD-TOWN HALL-RUBBER BANDS,	95.66			
			<b>369.74</b>	A/P	OUT-STD	
003432	08/31/12	CANADIAN TIRE				
	N14003166	WS-SOURCE-TRIMMER LINE, BATTER	57.13			
	N14003558	SCD-DISPOSAL-CAULKING GUN, SEA	71.63			
	N14003560	SCD-DISPOSAL-DISHPAN, LOCK	50.83			
	N14417653	WS-SOURCE-MEDIUM HARD ICE, HAR	31.58			
	N14417660	SCD-DISPOSAL-SUPPLIES	11.29			
	N14417680	SCD-DISPOSAL-SCREW SET, WHEEL	22.01			
	N14417697	SCD-DISPOSAL-3/8"X75' UTLTY B	24.86			
	N14417705	WS-TRANS&DIST-SUPPLIES	10.60			
	N14417730	SCD-DISPOSAL-BATTERIES, TIRE G	55.32			
	N14417765	SCD-DISPOSAL-MOUSE TRAP, 15PK4	15.47			
	N14417786	WS-SOURCE-DOLLY	45.20			
	N14417940	WS-#105-MOTOMASTER MOT, BATTER	136.48			
	N14820207	WS-SOURCE-REG CUT KEYS	8.44			
	N14820601	WS-SOURCE-BATTERIES, ZIPLOC BA	20.08			
	N14820642	SCD-DISPOSAL-PAINT	13.54			
			<b>574.46</b>	A/P	OUT-STD	
003433	08/31/12	MINISTER OF FINANCE				
	AUG03/12	WS-SOURCE-PETROL STORAGE SITE	55.00			
			<b>55.00</b>	A/P	OUT-STD	
003434	08/31/12	MOTION INDUSTRIES, INC.				
	NB03-115213	WS-SOURCE-COUPPLING HUB	200.11			
			<b>200.11</b>	A/P	OUT-STD	
003435	08/31/12	SANSOM EQUIPMENT LTD.				
	S00-559338	WS-SOURCE-SLIDE BASE	197.75			
			<b>197.75</b>	A/P	OUT-STD	

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		Cheque Totals	Non-Void:			
			Void:			
			\$53,718.54			
			\$0.00			

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**COMMUNICATION FOR INFORMATION FILE**

**THAT** Communication for Information, note and file, be adopted.

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**COMMITTEE OF COUNCIL MEETING**

**THAT** the Minutes of the Committee of Council meeting held on August 29, 2012 be approved as circulated.

**COMMITTEE MEETING**  
**WEDNESDAY, AUGUST 29, 2012 @ 6:00 P.M.**  
**73 MILLTOWN BLVD., SUITE 112**  
**ST. STEPHEN, NB**

1. **RECORDING OF ATTENDANCE**

**PRESENT:** Mayor John Quartermain; Deputy Mayor John Ames; Councillors MacEachern, Harding, Booth, MacDonald and Maxwell; CAO/Development Officer John Ferguson; and Town Clerk Joan Flewelling.

2. **APPROVAL OF AGENDA**

The agenda was approved as circulated.

3. **ITEM**

Motion to move into closed session as per:

- (i) **Financial Matter** – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – one item

It was **MOVED** by Deputy Mayor Ames and **SECONDED** by Councillor Harding that the above-noted item be moved into closed session as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*. **CARRIED**

4. **ADJOURNMENT**

The meeting adjourned at 7:00 p.m.

---

Joan Flewelling  
Town Clerk

---

Dated

**AGENDA**  
**COMMITTEE MEETING**  
**WEDNESDAY, AUGUST 29, 2012 @ 6:00 P.M.**  
**73 MILLTOWN BLVD., SUITE 112**  
**ST. STEPHEN, NB**

1. RECORDING OF ATTENDANCE

2. APPROVAL OF AGENDA

3. ITEM

Motion to move into closed session as per:

- (i) Financial Matter - Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – one item

4. NEW BUSINESS

5. ADJOURNMENT

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**COMMITTEES MEETING**

**THAT** the Minutes of the Committees meeting – Public Works; Police and Fire; Property, By-Laws and Environment; Parks and Recreation; Planning, Promotion and Tourism; and Finance and Administration held on September 12, 2012 be approved as circulated.

**COMMITTEES MEETING**  
**WEDNESDAY, SEPTEMBER 12, 2012 @ 5:00 P.M.**  
**73 MILLTOWN BLVD., SUITE 112**  
**ST. STEPHEN, NB**

**CLOSED COMMITTEE MEETING** – (Following adjournment of Open Committees Meeting).

1. Financial Matter - Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – five (5) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

It was MOVED by Councillor Harding and SECONDED by Councillor MacEachern that the above-noted six (6) items, along with one (1) additional Financial Matter, be moved into closed session following the Open Committees Meeting as per Section 10.2(4) of the New Brunswick *Municipalities Act*.  
**CARRIED**

**OPEN COMMITTEES MEETING**

1. RECORDING OF ATTENDANCE

PRESENT: Mayor John Quartermain; Deputy Mayor John Ames (arrived at 7:40 p.m.); Councillors Allan MacEachern, Marg Harding, Mike Booth, Debbie MacDonald and Jim Maxwell; CAO/Development Officer John Ferguson; Town Treasurer Tim Tozer; and Town Clerk Joan Flewelling.

2. APPROVAL OF AGENDA

The agenda was approved with one addition: Dispatch for the Welsford Fire Department be added as (iii) under Police and Fire, and the Report of the By-Laws Office is renumbered as (iv).

3. DELEGATIONS/PRESENTATIONS

- (i) St. Stephen Area Chamber of Commerce – Dale Weeks, Chamber President, presented its mandate to promote trade, commerce, and the economic, civic and social well being of the area.

A survey was completed by its members and as a result of that survey, the Chamber has concluded that changes are necessary to better achieve its mandate. Some changes have already been made such as formal roles and responsibilities for the Executive Committee have been

defined, and the functioning of the six Committees has been strengthened. Also, a new "Chamber After Hours" program has been developed which will replace the monthly lunch meeting.

In closing, the following conclusions were noted:

- The Chamber intends to improve the dialogue between the Chamber, Town Council and Town Administration.
- The Chamber suggests that Council amend its current purchasing policy to purchase locally if competitive pricing is available.
- With the opening of the future Garcelon Civic Center, the Chamber requests that Council continue to show pride in our community by supporting next year's participation in the Communities in Bloom competition.

Mayor Quartermain commended Mr. Weeks on his leadership with the Chamber.

#### 4. ITEMS

##### PUBLIC WORKS – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department – The report of the Public Works Department was received and reviewed.

##### POLICE AND FIRE - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP – The report of the NCO, RCMP was received and reviewed.

In addition to his report, Sergeant MacKnight advised that he was pleased with the recent Marijuana plant seizure in Charlotte County. He also advised that shots were fired early morning in Milltown Heights and the person is in custody.

Sergeant MacKnight stated that some RCMP members are currently away on various training.

As President of the Boys & Girls Club of Charlotte County, Sergeant MacKnight thanked Council for its financial support over the next ten years.

- (ii) Report of the Fire Department – The report of the Fire Department was received and reviewed.

Mayor Quartermain questioned whether or not the upcoming regionalization will affect the Fire Department and, in the Fire Chief's opinion, in the long term, regionalization should be beneficial to both the Town's Fire Department, as well as the rural communities.

The Fire Chief stated that the annual "Bucket Sit" fundraiser was very successful and after all funds are collected, the amount raised will be in the vicinity of \$11,500.

The Fire Chief stated his concern over the number of call-outs to date and will review the situation with the Treasurer during the budget process.

Councillor Harding, once again, commended the Fire Department for all its fundraising efforts and stated she is proud to be its Chair.

- (iii) Dispatch for the Welsford Fire Department – The memo from the Fire Chief dated September 12, 2012 was received and reviewed.

A motion will be considered at the next Regular Session of Council on Monday, September 24, 2012 to provide dispatch service to the Welsford Fire Department at mutually agreed upon terms, conditions and rate per annum.

- (iv) Report of the By-Laws Office – In the absence of the Manager, By-Laws and Building Inspection, the report was received and reviewed.

**PROPERTY, BY-LAWS AND ENVIRONMENT** – Chaired by Councillor Booth

- (i) Report of the Building Inspection Office – The report of the Building Inspection Office was received and reviewed.
- (ii) Report of the Development Office – The report of the Development Office was received and reviewed
- (iii) Animal Control Report – The Animal Control Report was received and reviewed.
- (iv) Report of the Property Management Office – The report of the Property Management Office was received and reviewed.

Committee requested a list of all Town-owned properties and the Director, Parks, Recreation and Property Management, will provide such list to Council members.

- (v) Proposed Amendment to Zoning By-Law: Signage – Memo from the Town Clerk dated September 4, 2012 with attachments were received and reviewed.

A few business owners expressed their concerns with the proposed amendment to the Zoning By-Law with respect to portable signs. After discussions, Committee directed the Director, Parks, Recreation and Property Management, through the Chief Administrative Officer, to form a committee with business owners and report back at a future Committee meeting.

- (vi) Application under Section 14 of the Town's By-Law No. T-1, A By-Law to Regulate Vehicular Traffic – Memo from the Manager, By-Laws and Building Inspection dated September 4, 2012 with attached letter from Wayne Colpitts of 43 Marks Street were received and reviewed.

Committee approved of Mr. Colpitts travelling to and from work to his place of residence with his tractor only, and a motion will be considered at the next Regular Session of Council on Monday, September 24, 2012.

- (vii) Provisions Governing the Procedure and Operation of the St. Stephen Substandard Properties Appeal Committee – Structure of the Appeals Committee – Memo from Manager, By-Laws and Building Inspection dated August 10, 2012 with attached Terms of Reference were briefly discussed.

Committee tabled the matter and directed the Manager, through the Chief Administrative Officer, to research possible case law with respect to appeals and bring back any information, along with the proposed Terms of Reference to next month's Committee meeting.

**PARKS AND RECREATION** - Chaired by Councillor MacDonald

- (i) Report of the Parks and Recreation Office - The report of the Parks and Recreation Office was received and reviewed.

As noted in the Director's report, the Provincial Swim Meet was held and was well-organized, and Mayor Quartermain thanked everyone who contributed to it.

- (ii) Garcelon Civic Center – Work Progress Update for the period August 10 – September 7, 2012 from E. A. Farren, Limited was received and reviewed, and Councillor MacDonald advised the work is on schedule.

**PLANNING, PROMOTION AND TOURISM** – Chaired by Mayor Quartermain  
in the absence of Deputy Mayor  
Ames

There were no items this month.

**FINANCE AND ADMINISTRATION** – Chaired by Councillor MacEachern

- (i) Report of the Finance Department - The report of the Finance Department was received and reviewed.
- (ii) Cheque Register for Month of August – Memo from the Assistant Treasurer dated September 4, 2012 with attached cheque register was received and reviewed, and a motion will be considered at the next Regular Session of Council on Monday, September 24, 2012.
- (iii) Application for Financing – Memo from the Treasurer dated September 6, 2012 was received and reviewed.

As noted in his memo, the Treasurer advised that four (4) approved capital projects are now complete and long term financing can be applied for through debentures with the New Brunswick Municipal Finance Corporation, and a motion will be considered at the next Regular Session of Council on Monday, September 24, 2012.

- (iv) Out-of-Province Travel Policy - The draft policy was received and reviewed and a motion will be considered at the next Regular Session of Council on Monday, September 24, 2012.
- (v) Grant and Foundation Search Software – Memo from the Chief Administrative Officer dated September 5, 2012 with attached information was received and reviewed, and Committee directed that it be reviewed during the budget process.
- (vi) New Brunswick Municipal Employees Pension Plan – Memo from the Human Resource and Office Manager dated September 5, 2012 with attachments was received and reviewed.

Committee directed the Chief Administrative Officer to request that CUPE Local 770 provide an employee representative who will sit on the New Brunswick Municipal Employees Pension Plan Committee, along with the Chief Administrative Officer, and a motion will be considered at the next Regular Session of Council on Monday, September 24, 2012.

5. NEW BUSINESS

No new business.

6. ADJOURNMENT

The meeting moved into closed session at 7:35 p.m. and adjourned at 9:50 p.m.

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Joan M. Flewelling  
Town Clerk

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Dated

**AGENDA**  
**COMMITTEES MEETING**  
**WEDNESDAY, SEPTEMBER 12, 2012 @ 5:00 P.M.**  
**73 MILLTOWN BLVD., SUITE 112**  
**ST. STEPHEN, NB**

**CLOSED COMMITTEE MEETING** – (Following adjournment of Open Committees Meeting).

1. Financial Matter – Section 10.2(4)(c) of the New Brunswick *Municipalities Act* – five (5) items
2. Labour and Employment Matter – Section 10.2(4)(j) of the New Brunswick *Municipalities Act* – one (1) item

**OPEN COMMITTEES MEETING**

1. RECORDING OF ATTENDANCE
2. APPROVAL OF AGENDA
3. DELEGATIONS/PRESENTATIONS
  - (i) St. Stephen Area Chamber of Commerce – Presentation by Dale Weeks, President.
4. ITEMS

**PUBLIC WORKS** – Chaired by Councillor Maxwell

- (i) Report of the Public Works Department

**POLICE AND FIRE** - Chaired by Councillor Harding

- (i) Report of the NCO, RCMP
- (ii) Report of the Fire Department
- (iii) Report of the By-Laws Office

**PROPERTY, BY-LAWS AND ENVIRONMENT** – Chaired by Councillor Booth

- (i) Report of Building Inspection Office
- (ii) Report of the Development Office
- (iii) Animal Control Report
- (iv) Report of the Property Management Office
- (v) Proposed Amendment to Zoning By-Law: Signage – Memo from Town Clerk dated September 4, 2012 with attachments:
  - Memo from Director, Parks, Recreation and Property Management dated July 6, 2012 with attachments.
  - Memo from Director, Parks, Recreation and Property Management dated August 31, 2012 with attachments.
  - Memo from Director, Parks, Recreation and Property Management dated September 5, 2102.
  - Proposed amendment to the Zoning By-Law, By-Law No. Z-1.1.
- (vi) Application under Section 14 of the Town's By-Law No. T-1, A By-Law to Regulate Vehicular Traffic – Memo from Manager, By-Laws and Building Inspection dated September 4, 2012 with attachments:
  - Section 14 of By-Law No. T-1.
  - Letter from Wayne Colpitts dated September 7, 2012 with attached signature sheet.
- (vii) Provisions Governing the Procedure and Operation of the St. Stephen Substandard Properties Appeal Committee – Structure of the Appeals Committee – Memo from Manager, By-Laws and Building Inspection dated August 10, 2012 with attachment:
  - Terms of Reference.

**PARKS AND RECREATION** – Chaired by Councillor MacDonald

- (i) Report of the Parks and Recreation Office
- (ii) Garcelon Civic Center – Work Progress Update for the period August 10 – September 7, 2012 from E. A. Farren, Limited.

**PLANNING, PROMOTION AND TOURISM** – Chaired by Deputy Mayor Ames

No items this month.

**FINANCE & ADMINISTRATION – Chaired by Councillor MacEachern**

- (i) Report of the Finance Department
- (ii) Cheque Register for month of August – Memo from Assistant Treasurer dated September 4, 2012 with attachment:
  - Cheque Register
- (iii) Application for Financing – Memo from Treasurer dated September 6, 2012.
- (iv) Out-of-Province Travel Policy - Draft policy for review.
- (v) Grant and Foundation Search Software – Memo from CAO dated September 5, 2012 with attachment:
  - Email from Senior Account Manager, Metasoft Systems Inc., dated August 27, 2012 with attached information.
- (vi) New Brunswick Municipal Employees Pension Plan – Memo from Human Resource and Office Manager dated September 5, 2012 with attachments:
  - Memo from Secretary-Treasurer, New Brunswick Municipal Employees Pension Plan Board, dated August 31, 2012.
  - Memo from Secretary-Treasurer, New Brunswick Municipal Employees Pension Plan Board, dated September 1, 2012.

**5. NEW BUSINESS**

**6. ADJOURNMENT**

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**STAFF REPORTS**

**THAT** the following staff reports for the month of August 2012 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.

# Memo

**To:** John Ferguson, CAO  
**From:** Tim Tozer, Treasurer  
**Date:** 05 September 2012  
**Subject:** Finance Department Report

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## **Staff Activity since last report:**

- 1) Ongoing accounting work involving:
  - A) Accounts Receivable processing (Daily payment processing, weekly deposits, monthly and quarterly invoicing and collection for both the Utility and General Fund).
  - B) Accounts Payable processing (Verification and daily input of invoices, and weekly payment of amounts owed by the Town).
  - C) Payroll processing. (Bi-weekly).
  - D) General Ledger reconciliation's and analysis of accounts of all funds (Monthly closing of accounting records for eight funds).  
-Month end completed to June 30, 2012.
- 2) Statements of Revenue and Expenditures to July 31, 2012.
- 3) Preparation and review of departmental information for Committee and Council packages.
- 4) Computer server maintenance.
- 5) Meetings:
  - A) Special Committee meeting-August 27, 2012.
- 6) Projects:
  - A) Capital Projects-Analysis, MCBB application and projection, monitoring, approval and processing of progress payments, grant remittance forms and debenture application:
    - 1) Combined Sanitary and Storm Sewer Separation-Construction and engineering payments, and grant claims.
    - 2) Gas Tax Project-Renovations to the Valley Road Reservoir.

- 3) Gas Tax Project-Environmental Risk Assessment (CCME).
- 4) Gas Tax Project-West and Dow Streets.
- 5) 2010 & 2011 Sidewalks and Streets Rehabilitation.
- 6) Pizza Delight Building Renovations.
- 7) Streets Tandem Plow Truck.
- 8) Fire Department Support Vehicle.
- 9) Civic Center.

B) Public Sector Accounting Board standard implementation.

C) 2013 Budget.

Tim Tozer, CMA  
Treasurer  
Town of St. Stephen

## **Public Works Report for August 2012**

FROM: Lee Johnson Director of Operations  
DATE: Sept 06,2012

### **1:Water system:**

- a) Installed Water and Sewer services to Civic Center.
- b) Repaired 1 main line.
- c) 5 Water Laterals were repaired.
- d) Tapped 5 new water services.

### **2:Streets:**

- a) Repaired 2 sewer Laterals.
- b) Installed asphalt side walk on Marks Street.
- c) Lawn restoration on Marks Street.
- d) Swept various locations.

### **3: Waste Water:**

- a) Lift station and Lagoon maintenance.
- b) 4 Laterals were videoed and 3 laterals were flushed.
- c) 1 Sewer Main was flushed.

### **4: West and Dow Sewer and Water Project**

- a) Main Line Pipe installation completed and Street reconstruction started.

**Report of the Parks  
and Recreation Office  
September 2012**

Parks

- The Under 12 Soccer Provincials were held from August 24<sup>th</sup> to 26<sup>th</sup>.
- The Works Dept has been helping with the waterfront trail. We are trying to help the compaction without having to dig it all back up.
- All of our students are finished work for the year.
- School sports have begun on the playing fields.
- Several lights are out in the Donahue Park, we are looking into this.

Pool

- The outdoor swimming provincial championships were held Aug. 18<sup>th</sup>. This was very well organized, and the kids had a great time. Thanks to the Mayor for his opening remarks. There were 204 participants, and St Stephen finished 2<sup>nd</sup> overall.
- We offered a free bus service again this summer for children wishing to go to the Pool.
- The pool closed on Monday, September 3<sup>rd</sup>.

Recreation

- John Bridges completed his 2 week employment. He is a great kid, and worked very hard for the Town.
- I have been working on the new Civic Center website. It is now up and running: [www.yourciviccenter.com](http://www.yourciviccenter.com)
- Assisting with set-up for Charlotte County Fall Fair
- Arena staff return to work on Sept. 10<sup>th</sup>. 1<sup>st</sup> day of regular ice will be Oct. 7<sup>th</sup>.
- Fall & Winter Guide is under construction, hope to mail out by Sept. 18<sup>th</sup>.

Meetings

- RNB
- Coach NB
- Lifesaving NB
- Town Safety Committee
- Arena Board
- CCUSC Provincials

Michael O'Connell  
Director Parks, Recreation  
& Property Management

**Report of the Property  
Management Office  
September 2012**

**By-Law/Zoning Issues**

- Research on Sign By-Law.

**Facilities**

- Met with John Howard Society re. possible new facility.
- Cleaned out Civic Center office.
- A few maintenance issues at the library. Several lights burnt out, problem with the heaters in the public washrooms.

**Other**

- Met with citizen concerned with water runoff around their property.
- Began working on 2013 budget.
- The control unit for the lights at the mall is very old, and needs to be replaced. There is also a crosswalk light missing from this intersection. Tacel Ltd. is working on getting me a price for this work.

**Meetings**

- John Howard Society
- George – Airport

Michael O'Connell  
Director Parks, Recreation  
& Property Management

## St. Stephen Fire Department Report for August 2012

Alarms were: Town Alarms	8
Out of Town Alarms	4
Mutual Aid-Calais	2
- Rural Fire	1
	16

Alarms are described as being:

	#of Firefighters	# of Hours
1. Structures 3 ( Calais 2, St. Stephen 1, Barter Settlement 1)	45	74
2. Smoke in a Building (Flakeboard) 1	12	24
3. Tree on Powerline 1	4	4
4. Mulch 1	9	9
5. Water Search 1	12	53
6. Motor Vehicle Accident 4	43	69
7. Medical Assist 3	18	31

Calls Dispatched for the month of August – 57

Fire Department Activities for August:

1. Monthly meeting of the Fire Department
2. Conducted Fire Extinguisher refresher training for a local company.
3. A crew of firefighters and a truck took part in the Milltown Home and School Family Fun Day.
4. A crew of firefighters and a truck took part in the Chocolate Fest Childrens Day at the High School. Former Captain Peter McBrides son was made the "Chocolate Lover of the Year", as well in recognition of it being Evans birthday the Fire department made him an Honorary Captain of the Fire Department for the Day.
5. Met with 2 contractors regarding a lighting upgrade for 199 union St.( 2012 Operating budget as well as part of the last Energy Audit).
6. Fire Department held 2 BBQ,S during International Festival as Fundraisers.

7. Planning being finalized for the 8th Annual Bucket Sit.

8. Planning under way for Fire Prevention Week, October 7- 13.

In the month of August the Fire Department, RCMP and the St. Croix Waterway Commission were called upon to search for 2 overdue fisherman. This was the first call for the Fire Department boat. The incident proved to be challenging due to inaccurate information, weather conditions ( very foggy) and river conditions ( low water levels and obstructions) . While the fisherman were not found till the next morning all ended well .

The Fire Chief covered 8 shifts of vacation leave in August.

September 5, 2012

To: CAO – St. Stephen

Fr: By-Laws & Building Inspection

Re: August 2012 – Report

- Several calls concerning 2 hr parking on King St and Milltown Blvd. Calls were made and vehicles were moved. The majority of the violations are staff related.
- I continue to receive complaints from concerned citizens regarding the continued use of skateboards on streets, sidewalks and parking lots. Warnings are being issued. I will endeavour to work with the RCMP to devise a strategy for next year as to how we can handle this ongoing issue. I see this as a matter for a uniformed policeman to deal with due to my limited resources and powers in demanding identification etc.
- Three (3) complaints from the Hill, Lisgar and Elm Street areas concerning non residential garbage being put out for collection. Letters sent to owners and issues resolved.
- Continued to monitor and remove signs placed on telephone poles. Numerous signs removed and held for seven (7) days and disposed of. Signs are mainly advertising garage and yard sales in and out of Town. Signs are not removed days after the events. Enforcement by way of removal prior to the events appears to be working in that signs are now being removed immediately after the events. Professional signs are being removed immediately.
- One (1) complaint from the Duke St area concerning two dogs incessantly barking and not being properly care for. Patrolled to the area and met with complainant and observed animals. Owners were away. Dogs had adequate shelter, food and water but the run was not being maintained. Owner eventually contacted and will be surrounding dogs to Animal Control Officer for adoption.
- Met with caretaker Granville Park Seniors' Complex who had concerns about the entrances/exits into the parking lot and requested signs being posted indicating blind/hidden driveway. He indicated there have been several accidents involving seniors exiting the driveways. Lee Johnson and I went to the area and noticed that the upper exit off Prince William was an exit only (western). When exiting this driveway there is blind spot for cars travelling in a westerly direction up Prince William. It was suggested that this entrance be an entrance only and lower driveway continue to be used as an exit/entrance. Mr. Braysford will consult with the owners and residents to see if this solution is acceptable.
- Corresponding with the public on a daily basis with matters relating to Zoning Issues, Building By-law and other enforcement by-laws
- Signing off of bills and preparation of reports to Stats Canada, Service New Brunswick & CMHC
- Preparing and issuing building permits for the signature of the building inspector and signing off as required as the Assistant Development Officer.

# **TOWN of ST. STEPHEN**

## **Building Inspection Services**

**73 Milltown Blvd. St. Stephen NB. E3L-1G5**

## **AUGUST REPORT**

**2012**

### **BUILDING INSPECTION**

The month of August has brought in a total of 21 (twenty one) permits which represents \$91,200.00 in building costs.

Our office has had no electrical waivers to deal with. We issued 1 (one) stop work order. In the month of July (still in effect), we have 31 (thirty-one) Occurrences reports filed.

The public response to on going inspection has been accepted very well, many home owners and contractors have commented on the fact that they are happy to have this service. As we like to explain we are a technical service which means we are here to help the builders and home owners with information not just permits.

It should be noted that prior to issue of a building permit a pre-site inspection is conducted to determine if a building permit is needed. All permits are based on the individual pre-inspection of the proposed work. If needed a plan review is conducted, (many instances do not warrant a permit as the work may be deemed maintenance only), and ongoing inspections are conducted throughout the construction period.

**Respectively Submitted**

**Manzer Young  
Building Inspector  
Town of St. Stephen**

September 4, 2012

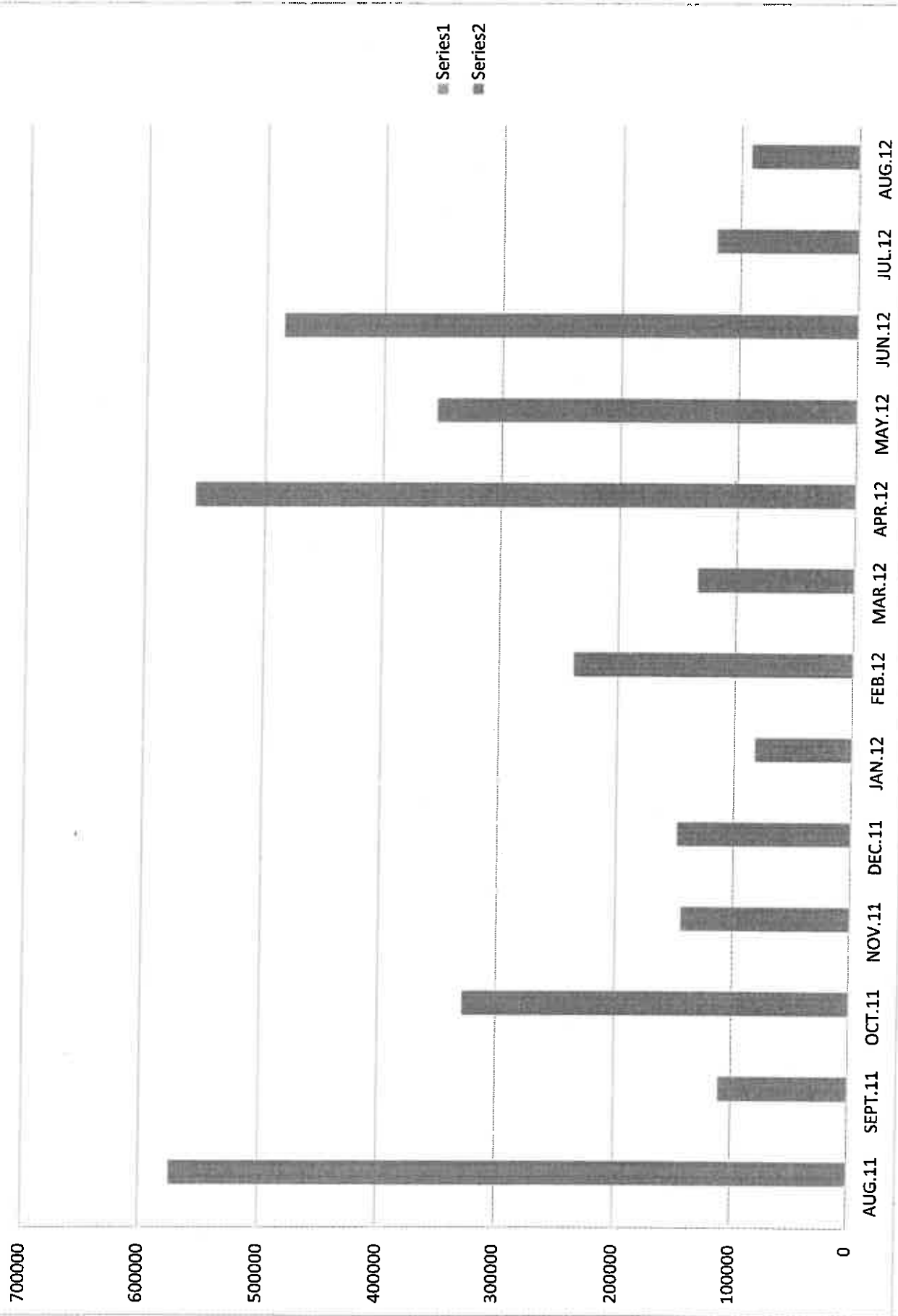
To: CAO – St. Stephen

Fr: REPORT OF THE DEVELOPMENT OFFICE (Assistant Development Officer)

Re: August 2012

- Twenty One (21) Building, Sign & Demolition Permits issued – Totalling \$91,200
- One (1) variance granted 101 King St – Guardian Drugs – Sign Variance – Allowing a gross area variance from 89 sq. feet to 96 sq. feet

# BUILDING PERMITS AUG 2011- AUG 2012



RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**BY-LAW NO. T-1 – A BY-LAW TO REGULATE VEHICULAR TRAFFIC – THIRD AND FINAL READING – SHORT TITLE ONLY**

THAT By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” which will repeal the existing By-Law No. T-1, being “A By-Law to Regulate Vehicular Traffic” – be given Third and Final Reading – Short Title Only.

**THE TOWN OF ST. STEPHEN  
BY-LAW NO. T-1  
A BY-LAW TO REGULATE VEHICULAR TRAFFIC**

BE IT ENACTED BY THE COUNCIL OF THE TOWN OF ST. STEPHEN  
AS FOLLOWS:

**DEFINITIONS**

**1(1)** In this by-law,

“bus stop” and “taxi stop” means a street or portion of a street set aside for the exclusive parking of buses or taxis for the purpose of allowing passengers to enter or alight there from;

“By-law Enforcement Officer” means the By-law Enforcement Officer appointed by the council under the authority of section 14 of the *Police Act*, S.N.B. 1977, Chapter 9.2;

“Chief Administrative Officer” means the Chief Administrative Officer of The Town of St. Stephen;

“Council” means the Town Council of The Town of St. Stephen;

“curb” means a structure with a vertical or sloping face along the edge of lane or street or shoulder strengthening or protecting the edge or clearly defining the edge;

“loading zone” means a street or portion of a street set aside for the exclusive parking of commercial vehicles for the purpose of loading and unloading merchandise;

“police force” means the St. Stephen Detachment of the Royal Canadian Mounted Police and in this by-law referred to as the “RCMP”;

“Province” means the Province of New Brunswick;

“street” is included in the definition of “highway” in the *Motor Vehicle Act* but is used in this by-law to refer to Town streets and “highway” refers to provincial highways;

“Town” means The Town of St. Stephen.

**1(2)** Words and phrases included in this by-law and not defined in subsection 1 have the same meaning as found in the *Motor Vehicle Act*.

## ENFORCEMENT

- 2** The direction of vehicular and pedestrian traffic in the Town is under the jurisdiction of the RCMP Detachment Commander.
- 3** It shall be the duty of all members of the St. Stephen Detachment of the RCMP, and the By-law Enforcement Officer where authorized by by-law, to enforce traffic by-laws of the Town and the *Motor Vehicle Act* of the Province of New Brunswick.
- 4** The RCMP and the By-law Enforcement Officer are authorized in case of an accident, emergency or parade to re-route traffic and to prohibit the movement of traffic on any street or highway in the Town.
- 5(1)** No parade shall be held in the Town without first obtaining permission in writing from the Chief Administrative Officer who shall notify the RCMP Detachment of all approved parades, time and location.
- 5(2)** If a parade is scheduled for a provincial highway, the Chief Administrative Officer shall advise the District Transportation Engineer in writing with adequate notice and include assurances that all relevant safety factors have been addressed.

## TRUCK ROUTES

- 6(1)** The highways, or portions of highways, designated in Schedule "A" attached hereto are truck routes within the Town.
- 6(2)** The driver of a vehicle having a gross weight of 4500 kilograms or more shall not use any street within the Town except a truck route provided that the driver may, for the purposes of delivering or taking delivery of a load at a point of delivery within the Town not immediately accessible to a truck route, and of returning therefrom, use the truck route to and from the entrance thereon, nearest the point of delivery and use the street not being a truck route which provides the shortest route between the truck route and the point of delivery.
- 6(3)** Subsection (2) does not apply to motor vehicles owned by the Town, or to Her Majesty the Queen, their contractors or agents involved in the performance of their duties for the Town or the Queen.
- 6(4)** The driver of a truck engaged in activities related to construction work within the Town, except for a designated truck route, shall not use any street in the site construction area except an access route between the designated truck and the construction site described for use at a particular site upon application to and approval by the Chief Administrative Officer.

**7** Notwithstanding the foregoing sections, the Council may, in its discretion upon application in writing by the truck operator and/or owner and good cause being shown therefore, issue a special permit, authorizing the applicant to take the tractor only from the truck route to his/her place of residence or to operate or move a truck on any street in the Town, and the said permit shall be signed by the Chief Administrative Officer and may include a time limit.

### **DISABLED PARKING**

**8** No person shall park a vehicle on a street in a location reserved for parking by disabled persons unless there is displayed on or in the vehicle a disabled persons identification plate, permit or placard issued by the Registrar of Motor Vehicles for the Province and disabled parking shall be identified, and designated in Schedule "B" of this by-law.

### **ANGLE AND PARALLEL PARKING**

**9(1)** Where angle parking is permitted, a vehicle shall be parked at an angle of 45° to the curb or boundary of such street, so that the front of the vehicle is nearest to the curb or boundary of the street. .

**9(2)** When angle or parallel parking spaces are indicated by suitable markings, no vehicle shall be stopped except within the marked limits of a parking space.

**9(3)** No person shall park a vehicle for more than two (2) hours on King Street and Milltown Boulevard on the side and between the limits designated in Schedule "C" of this by-law.

### **PARKING RESTRICTIONS**

**10** No person shall park a vehicle, at any time, at the side of the streets or portions of streets between the limits designated in Schedule "D" hereto attached and forming part of this by-law.

**11** For snow removal purposes, during the period from the 15<sup>th</sup> day of November in any year to the 31<sup>st</sup> day of March in the following year, no person shall park any vehicle unattended on any street within the Town between the hours of midnight and 7:00 AM.

### **STOP AND YIELD SIGNS**

**12** Stop signs and yield signs shall be erected on streets as designated in Schedule "E" hereto attached and forming part of this by-law.

### **TRAFFIC LIGHTS**

**13** Traffic lights shall be erected on streets as designated in Schedule "F" attached hereto and forming part of this by-law.

### **ONE-WAY STREETS**

**14** One-way streets shall be the locations described in Schedule "G" hereto attached and forming part of this by-law.

### **SPEED LIMITS**

**15** When water, mud or slush is laying on any street every driver shall reduce the speed of his vehicle so as to avoid splashing any pedestrian.

### **PEDESTRIAN CROSSWALKS**

**16** Pedestrian crosswalks shall be the locations described in Schedule "H" hereto attached and forming part of this by-law.

### **SCHOOL CROSSWALKS**

**17** School crosswalks shall be the locations described in Schedule "I" hereto attached and forming part of this by-law.

### **SIGNS**

**18(1)** Except where permitted by by-law, no person shall place or erect, or cause to be placed or erected, any signs advertising any goods or services on or attached to any utility pole or tree within the limits of any street, highway or sidewalk right-of-way within the Town.

**18(2)** The By-law Enforcement Officer or any Peace Officer may remove, or cause to be removed, any sign placed in the areas specified in subsection (1).

**18(3)** Unless claimed by the owner, all signs removed as contemplated by subsection (2) may be destroyed seven (7) days after their removal.

**18(4)** Nothing herein contained shall be construed to prevent any governmental authority from erecting any traffic control devices, informational signs or directional signs.

**18(5)** No person shall place, erect, affix or maintain or cause to be placed, erected, affixed or maintained upon a building within the Town any sign, pole, luminaries, advertising device or any goods, wares or merchandise which projects over a street.

**18(6)** Where this section is inconsistent with a provincial regulation or Town by-law respecting advertising on or near public streets, the more restrictive regulations shall apply.

## GENERAL

- 19** No construction, repair or alteration of a building abutting a street, which necessitates the occupancy of a sidewalk or roadway in front of such building, shall be commenced until permission has been obtained in writing from the Chief Administrative Officer.
- 20** No person shall move, or cause to be moved, a building along any street without having obtained permission in writing from the Chief Administrative Officer and from the Minister of Transportation and Infrastructure for any provincially designated highways.
- 21** On a street no person shall move, haul or cause to be moved or hauled, any logs, lumber or other material so that it comes in contact with the street.
- 22** The owner of a building situated within three (3) metres of a street and having a roof sloping towards such street shall keep such roof free from snow and ice.
- 23** Every person while engaged in removing snow or ice from the roof of a building shall exercise due precautions to prevent injury or damage to persons or property on the street.
- 24** No person shall place snow or ice on any street or highway, sidewalk or square in such a manner that impedes, or is likely to impede, the movement of traffic or pedestrians thereon.
- 25** No person or business shall permit water to fall upon a sidewalk from the roof of a building owned or occupied by that person.
- 26** Without the permission of the Chief Administrative Officer, no person shall place, or cause to be placed, on a street or highway or sidewalk any lumber, stone, brick, lime, building material, earth, ashes, cinders, firewood, containers, other material, or any goods, wares or merchandise for sale or display, or directional signs for residential developments and from the Minister of Transportation and Infrastructure on provincially designated highways.
- 27** No person shall place or string across any street an advertising device without the permission in writing from the Council, and the device shall not remain in place for a period longer than is permitted by Council, and in the case of provincially designated highways, the Chief Administrative Officer shall advise the District Transportation Engineer in writing with adequate notice and include assurances that all relevant safety factors have been addressed.
- 28** Subject to this by-law, no person shall coast or slide or operate a sled, toboggan, wagon, skateboard, roller blades, or other device on a street or highway in the Town.
- 29** No person shall operate a snowmobile or all terrain vehicles on a street, highway, or sidewalk in the Town.
- 30** No person shall stop or operate a vehicle within ten (10) meters from the rear of all snow removal and plowing equipment while such vehicle is in operation.

**31** No person shall wash a motor vehicle or trailer on any public street or square.

### **PENALTY PROVISION**

**32(1)** A person who violates or fails to comply with any provision of this by-law is guilty of an offence and upon conviction is liable to a fine of not less than fifty dollars (\$50.00) and not more than one hundred and twenty-five dollars (\$125.00).

**32(2)** Fines imposed pursuant to subsection (1) shall be recoverable under the *Provincial Offences Procedures Act*, S.N.B. 1987, Ch. P-22.1.

**32(3)** Any person who violates or fails to comply with any provision of this by-law and is convicted for the same offence for a second or subsequent time is liable to a fine of not less than one hundred dollars (\$100.00) and not more than one hundred and twenty-five dollars (\$125.00). All such fines shall be recoverable under the *Provincial Offences Procedures Act*, S.N.B. 1987, c.P-22.1.

**32(4)** Subject to being liable for points required to be assessed against the driver for a conviction, a payment made under Section 32 (1) and (3) shall constitute a full satisfaction, release and discharge of all penalties and imprisonment incurred by such person for such violation.

**REPEAL PROVISION**

**33** By-law No. T-1, A By-law to Regulate Vehicular Traffic in The Town of St. Stephen, enacted on May 3, 2004 and all amendments is hereby repealed.

IN WITNESS WHEREOF The Town of St. Stephen has caused its corporate seal to be hereunto affixed to this by-law the \_\_\_\_\_ day of \_\_\_\_\_, 2012.

FIRST READING: July 23, 2012

SECOND READING: August 27, 2012

THIRD READING AND ENACTED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Clerk

**TRAFFIC BY-LAW - TRUCK ROUTES**  
**SCHEDULE "A"**

1. King Street
2. Milltown Boulevard
3. Church Street
4. Pleasant Street
5. St. Stephen Drive
6. Route 740
7. International Bridge Street
8. Route 170 from the Traffic Circle East to the town limits

**TRAFFIC BY-LAW - DISABLED PARKING**  
**SCHEDULE "B"**

1. Wharf Parking Area
2. Charlotte Mall
3. Atlantic Superstore
4. Shoppers Drug Mart
5. Miss D's
6. Municipal RCMP Parking Lot
7. Bank of Nova Scotia
8. Royal Bank
9. St. Stephen Legion
10. Canadian Tire
11. Salmon Falls Seniors Building
12. Milltown Legion
13. Border Arena
14. Ganong Complex
15. Charlotte County Hospital
16. St. Stephen Library
17. Lincourt Manor
18. Kent Building Supplies
19. Sobeys
20. Subway
21. A&W
22. Cotton Mill Memorial
23. St. Stephen High School

**TRAFFIC BY-LAW - PARKING RESTRICTIONS – TWO (2) HOUR PARKING  
SCHEDULE "C"**

1. King Street – Milltown Boulevard to McColl Street – West Side
2. King Street – Milltown Boulevard to civic Number 65 – East Side
3. St. Stephen Wharf Parking Lot – Foot of King Street – All spaces
4. Milltown Blvd – Civic Address # 1 – 15 meters East of Crosswalk at Mark St. – North Side
5. Milltown Blvd – North Side – West of Mark St – To 15 meters East of Crosswalk at Main Street
6. Milltown Blvd – North Side West of Main St. – To Watson Street
7. Milltown Blvd - Civic address #26 to 7.5 meters East of Crosswalk at Mark Street – South Side
8. Milltown Blvd – 15 meters West of Crosswalk at Mark Street to 7.5 meters east of Crosswalk at Main Street – South Side
9. Milltown Blvd. – 15 Meters West of Crosswalk at Main Street to Civic # 204 Milltown Blvd. – South Side

**TRAFFIC BY-LAW - PARKING RESTRICTIONS**  
**AT ANY TIME - SCHEDULE "D"**

1. Armstrong Street – Between Churchill & Duke Streets – North Side
2. Budd Avenue – Milltown Boulevard to end of Library property – Both Sides
3. Princess Street to East end of Budd Avenue – Both Sides
4. No Truck Parking from East end of Library property Princess Street– South Sides
5. Church Street – Between Milltown Boulevard & Queensway – East Side
6. Church Street – West side from Queensway to St. Peter's Church
7. Dow Street – Both Sides
8. Garden Street – North Side
9. George Street – East End
10. King Street – Between Railway Tracks & Kings Court – Both Sides
11. King Street East of Kings Court 15 meters prior to the School Crosswalk-North Side
12. King Street East of Kings Court 15 meters prior to the School Crosswalk – South Side
13. King Street between #65 & 71
14. Kings Court – Between school entrance & King Street – North Side
15. Marks Street – East Side – 30 meters South of crosswalk
16. Marks Street – East Side -15 meters North of crosswalk
17. Marks Street – West Side – 15 meters South of crosswalk
18. Marks Street – West Side – 30 meters North of crosswalk
19. Milltown Boulevard at #204 (Canada Customs)
20. Milltown Boulevard – All entrances to Waterfront – Both Sides
21. Milltown Boulevard & King Street – On either side of #1 Milltown Boulevard
22. Milltown Boulevard & Marks Street – North Side 15 meters East of crosswalk
23. Milltown Boulevard & Marks Street – North Side 7.5 meters West of crosswalk
24. Milltown Boulevard & Marks Street – South Side 15 meters West of crosswalk
25. Milltown Boulevard & Marks Street – South Side 7.5 meters East of crosswalk
26. Milltown Boulevard & Main Street – South Side 15 meters West of crosswalk
27. Milltown Boulevard & Main Street – South Side 7.5 meters East of crosswalk
28. Milltown Boulevard & Main Street – North Side 15 meters East of crosswalk
29. Milltown Boulevard & Main Street – North Side 7.5 meters West of crosswalk
30. Milltown Boulevard – From #150 to Waterfront Entrance
31. Milltown Boulevard – From #102 to driveway Waterfront Exit
32. Milltown Boulevard – From #42 to Waterfront Entrance

33. Milltown Boulevard – From #112 to Waterfront Exit
34. Milltown Boulevard & Centre Street – North Side – 65 meters East of crosswalk
35. Milltown Boulevard & Centre Street – North Side – 65 meters West of crosswalk
36. Milltown Boulevard & Centre Street – South Side – 65 meters East of crosswalk
37. Milltown Boulevard & Centre Street – South Side – 65 meters West of crosswalk
38. McColl Street – Between King Street & Dead End – North Side
39. Porter Street – Between Union & Queen Streets – East Side
40. Prince William Street – Between #38 & intersection of Princess Street – South Side
41. Prince William Street – Wall Street to Railway Tracks – South Side
42. Princess Street – Between Armstrong & Prince William Streets – East Side
43. Queen Street East – From corner of King Street, 100 meters, both sides
44. Queen Street West – Between Marks & Main Streets – North Side
45. School Street – corner Union Street to Middle School entrance to Pool – East Side
46. St. Croix Street – East end
47. Union Street – All commercial vehicles 4500 kg or more
48. Veazey Street – in front of #2- West Side
49. Young Street – All commercial vehicles 4500 kg or more
50. Young Street – From Carmen's Diner to Lisgar Street – North Side

**TRAFFIC BY-LAW - STOP & YIELD SIGNS**  
**SCHEDULE "E"**

<u>Street</u>	<u>Sign</u>
Abbott Street at Queen Street East	Stop
Aberdeen Street at Lisgar Street	Stop
Aberdeen Street at Marks Street	Stop
Albert Street at Main Street	Stop
Albert Street at Rose Street	Stop
Armstrong Street at Duke Street	Stop
Armstrong Street at Princess Street	Stop
Bell Avenue at Pleasant Street	Stop
Belliveau Avenue at Riverside Drive	Yield
Birchwood Court at Thompson Avenue	Stop
Boundary Street at Milltown Boulevard	Stop
Brewer's Lane at Church Street	Stop
Brook Street at Queen Street West	Stop
Buchanan Street at Milltown Boulevard	Stop
Budd Avenue at King Street	Yield
Burton Avenue at Milltown Boulevard	Stop
Carleton Street at Main Street	Stop
Carleton Street at Rose Street	Stop
Carleton Street at School Street	Stop
Cedar Street at Elm Street	Stop
Cedar Street at Pine Street	Stop
Cemetery Road at West Street	Stop
Centre Street at Milltown Boulevard	Stop
Centre Street at Queensway	Stop
Chocolate Drive at King Street	Stop
Churchill Street at Prince William Street	Stop
Churchill Street and Armstrong	Stop
Churchill Street at Budd Avenue	Stop
Churchill Street at Queen Street East	Stop
Cotton Mill Lane at Milltown Boulevard	Stop
Cove Street at Milltown Boulevard	Stop
Cove Street at Union Street	Stop
Deacon Lane at Pleasant Street	Stop
Dow Street at Hawthorne Street	Stop
Dow Street at West Street	Stop
Duke Street at Prince William Street	Stop
Duke Street at Queen Street East - North & South	Stop
Eaton Street at Green Street	Stop
Edgewood Street at Hill Street	Stop
Edwin Street at Marks Street	Stop

**TRAFFIC BY-LAW - STOP & YIELD SIGNS**  
**SCHEDULE "E" CONTINUED**

Edwin Street at Union Street	Stop
Elizabeth Street at Main Street	Stop
Elizabeth Street at Rose Street	Stop
Elm Park Street at Pinewood Drive	Stop
Elm Street at Queen Street West - North & South	Stop
Elm Street at Union Street	Stop
Garden Street at Thompson Avenue	Stop
George Street at Main Street - East & West	Stop
Green Street at Pleasant Street	Stop
Hamilton Lane at King Street	Stop
Hartford lane at Milltown Boulevard	Stop
Hartford Lane at West Street	Stop
Hawthorne Street at Milltown Boulevard	Stop
Hawthorne Street at Union Street	4 way Stop
Hayman Avenue at Union Street	Stop
Hill Street at Milltown Boulevard	Stop
Hill Street at Queensway	4 way Stop
Hospital Exit at Prince William Street	Stop
Hospital Exit at Garden Street	Stop
Kings Court Street at King Street	Stop
Lindsay Lane at Queen Street West	Stop
Lisgar Street at Queen Street West	Stop
Lisgar Street at Groom Street	Stop
Main Street at Milltown Boulevard	Stop
Main Street at Union Street — North & South	Stop
Main Street at Queen Street West — North & South	Stop
Maple Street at Spring Street	Stop
Marks Street at Milltown Boulevard	Stop
Marks Street at Union Street — North & South	Stop
Marks Street at Queen Street West — North & South	Stop

**TRAFFIC BY-LAW - STOP & YIELD SIGNS**  
**SCHEDULE "E" CONTINUED**

Maplewood Court at Thompson Avenue	Stop
McColl Street at King Street	Stop
Moore's Lane at Pleasant Street	Yield
Murchie Avenue at Riverside Drive	Stop
Murchie Avenue at Milltown Boulevard	Stop
Nesbitt Avenue at Porter Street	Stop
Pagan Street at Princess Street	Stop
Pagan Street at Duke Street	Stop
Parkwood Drive at Elm Street	Stop
Parkwood Drive at Hawthorne Street	Stop
Pine Street at Parkwood Drive	Stop
Pine Street at Queen Street West - North & South	Stop
Pine Street at Union Street	Stop
Pinewood Drive at Spring Street	Stop
Porter Street at Queen Street West	Stop
Porter Street at Union Street	Stop
Princess Street at Prince William Street	Stop
Princess Street at Queen Street East - North & South	Stop
Queen Street West at Hawthorne Street	Stop
Queen Street East at Thompson Avenue	Stop
Queen Street at Princess Street	Stop
Queensway at Church Street - East & West	Stop
Queensway at Pleasant Street	Stop
Riverside Drive at Milltown Boulevard - North & South	Stop
Riverside Drive at Pleasant Street	Stop
Rose Street at Queen Street West	Stop
Rose Street at Union Street	Stop
Ross Avenue at Church Street	Stop
Rushton Street at Milltown Boulevard	Stop
Rushton Street at Union Street - North & South	Stop
Rushton Street at Veazey Street	Stop
St. Croix Street at Main Street - East & West	Stop
St. James Street at Hill Street	Stop
Schoodic Street at Milltown Boulevard	Stop

**TRAFFIC BY-LAW - STOP & YIELD SIGNS**  
**SCHEDULE "E" CONTINUED**

Schoodic Street at West Street	Stop
School Street at Queen Street West	Stop
School Street at Union Street	Stop
Spring Street at Pleasant Street	Stop
Tilley Street at King Street	Stop
Thompson Avenue at Prince William Street	Stop
Todd Street at Pleasant Street	Yield
Union Street at Boundary Street West	Stop
Veazey Street at Union Street	Stop
Veazey Street at Victoria Street - East & West	Stop
Victor Street at King Street	Stop
Victoria Street at Elm Street	Stop
Victoria Street at Rose Street - East & West	Stop
Wall Street at Prince William Street	Stop
Waterfront Exits at Milltown Boulevard	Stop
Watson Street at Milltown Boulevard	Stop
Watson Street at Union Street	Stop
West Street at Milltown Boulevard	Stop
West Street at Union Street	Stop
Young Street at King Street	Stop
Young Street at Lisgar Street	Stop

**TRAFFIC BYLAW - TRAFFIC LIGHTS**  
**SCHEDULE "F"**

1. King Street and Charlotte Mall Entrance
2. King Street and Queen Street
3. King Street and Union Street/Prince William Street
4. King Street – Atlantic Superstore and Kent Building Supplies
5. King and Milltown Boulevard

**TRAFFIC BYLAW - ONE WAY STREET SIGNS**  
**SCHEDULE "G"**

1. Deacon Lane - Milltown Boulevard to Pleasant Street
2. Duke Street - South of Prince William Street to Pagan Street
3. Burton Street - Milltown Boulevard to King Street
4. Post Cove Road - King Street to Budd Avenue
5. Vroom Avenue – Post Cove Road to Milltown Boulevard
6. Burton Street – King Street to Heritage Parking Lot

**TRAFFIC BYLAW - PEDESTRIAN CROSSWALKS**  
**SCHEDULE "H"**

1. Milltown Boulevard & Marks Street
2. Milltown Boulevard & Main Street
3. Milltown Boulevard & Pleasant Street
4. Queen Street East & Abbott Street
5. Queen Street East & Princess Street
6. Queen Street East & Duke Street
7. Queen Street West & Porter Street
8. Queen Street West & School Street
9. Union Street & School Street

**TRAFFIC BY-LAW – SCHOOL CROSSWALKS**  
**SCHEDULE “I”**

1. King Street at Kings Court
2. Milltown Boulevard – Milltown Elementary School
3. Marks Street – St. Stephen Middle School

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**ROYAL CANADIAN MOUNTED POLICE – MONTHLY REPORT**

THAT the Royal Canadian Mounted Police (RCMP) August 2012 report for the St. Stephen Municipal Post, District # 1, be received for information and filed.



**Royal Canadian Mounted Police  
St. Stephen Municipal Post  
District # 1**

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**POLICE REPORT  
August 2012**

**Council / Mayor's Report:**

This report for St. Stephen RCMP covers the period of **August 01, 2012 to August 31, 2012 inclusive**. During this time period, the RCMP responded to 303 calls for service within the municipality of St. Stephen.

**TRAFFIC DETAIL:**

<b>Tickets and Warnings</b>	<b>71</b>
<b>Traffic Collision Non-Fatal Injury</b>	<b>1</b>
<b>Traffic Collision Property Damage</b>	<b>6</b>

**PROVINCIAL STATUTES:**

<b>911 Act Other Activities</b>	<b>1</b>
<b>Dangerous driving</b>	<b>1</b>
<b>Driving while disqualified</b>	<b>1</b>
<b>Fail to Stop or Remain at Accident Scene</b>	<b>2</b>
<b>Family Relations Act</b>	<b>1</b>
<b>False Abandoned 911</b>	<b>5</b>
<b>Liquor Act</b>	<b>5</b>
<b>Mental Health Act</b>	<b>6</b>
<b>Motor Vehicle Act – other</b>	<b>1</b>
<b>Municipal Bylaws</b>	<b>4</b>
<b>Other Moving Traffic Violations – Provincial</b>	<b>1</b>

**CRIMINAL CODE:**

<b>Assault</b>	<b>9</b>
<b>Breach of recognizance</b>	<b>1</b>
<b>Break and Enter Residence</b>	<b>2</b>
<b>Careless use of a firearm</b>	<b>1</b>
<b>Criminal Harassment</b>	<b>5</b>

**Royal Canadian Mounted Police  
St. Stephen Municipal Post  
District #1  
POLICE REPORT – August 2012**

Continued from Page 1

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Disturbing the peace/Causing a disturbance	8
Fail to comply with probation	3
Fail to Comply with an Undertaking	2
Forgery	1
Harassing phone calls	1
Impaired Operation of Motor Vehicle	2
Laundering the proceeds of crime	1
Mischief damage to and/or Obstruct Enjoyment of Property	7
Other theft under \$5000	4
Theft of bicycle under or equal to \$5000	1
Theft of other Motor Vehicle	1
Theft of truck	1
Theft under or equal to \$5000 – shoplifting	1
Trespass at night	2
Uttering Threats Against Person	5
Uttering Threats Against Property or an Animal	1

**OTHER FEDERAL STATUES:**

Corrections and Conditional Release Act	1
Customs Act – Running the Port	1
Possession Schedule I Other	1
Possession Schedule VIII – Cannabis Marihuana	4

**OTHER INVESTIGATIONS:**

Animal Calls	1
Assistance to Canadian Federal Department/Agency	3
Assistance to Canadian Provincial Department	2
Assistance to General Public	17
Assistance to US non-Police Agency	1
Breach of Peace	1
Crime Prevention	3
False Alarms	5
Lost & Found	7
Missing Person	2
Peace Bond	1
Police Certificates	79
Suspicious Person/vehicle	9

**Royal Canadian Mounted Police  
St. Stephen Municipal Post  
District #1  
POLICE REPORT – August 2012**

Continued from Page 2

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**SUMMARY OF ARRESTS/CHARGES/PRISONERS:**

Arrested	20
Charged	17
Cleared Otherwise	13
Prisoners	4

(R.W. MacKnight), Sgt.  
Operations NCO i/c St. Stephen Post  
Royal Canadian Mounted Police

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**FIRE EMERGENCY DISPATCH SERVICE – WELSFORD FIRE DEPARTMENT**

**THAT** the Council of the Town of St. Stephen approves the St. Stephen Fire Department to provide dispatch service to the Welsford Fire Department at mutually agreed upon terms, conditions and rate of \$1,087.46 (one thousand, eighty-seven dollars and forty-six cents) per annum, and authorizes the Mayor and Clerk to sign the dispatch agreement.

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**TRACTOR PERMIT – 43 MARKS STREET**

**THAT** the Council of the Town of St. Stephen approves the application of Wayne Colpitts to travel to and from work to his place of residence at 43 Marks Street, also known as Property Identifier Number (PID #) 01302900 with his tractor only, and a permit will be signed by the Chief Administrative Officer as outlined in Section 14 of By-Law No. T-1, "A By-Law to Regulate Vehicular Traffic".

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**APPLICATION FOR FINANCING – GENERAL FUND**

**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 \$485,000 (four hundred and eighty five 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:

<b><u>Purpose</u></b>	<b><u>Amount</u></b>	<b><u>Term</u></b>
<b><u>Recreation and Cultural Services</u></b>		
New Construction/Renovations Pool Building	\$233,000	20 Years
<b><u>Transportation Services</u></b>		
Sidewalk and Street Improvements-2010	\$ 65,000	10 Years
Tandem Plow Truck	\$159,000	10 Years
<b><u>Protective Services</u></b>		
Truck	<u>\$ 28,000</u>	5 Years
	<u>\$485,000</u>	

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**OUT-OF-PROVINCE TRAVEL POLICY**

**THAT** the Council of the Town of St. Stephen approves the Out-of-Province Travel Policy No. 56 attached.



## TOWN OF ST. STEPHEN

### POLICY

Title: OUT-OF-PROVINCE TRAVEL

Policy No. 56

Page 1 of 1

Effective Date: September 24, 2012

#### **Purpose:**

The purpose of the Policy shall be to ensure the orderly conduct of all out-of-province travel, either by management staff, union staff, or elected officials, and to ensure that funds are available in the budget prior to any travel.

#### **General Procedure:**

1. Out-of-province travel shall only be permitted when attending training that is mandatory to maintain licenses or certifications pertaining to an employee's current job position or for an elected official to assist with the fulfillment of his/her duty during his/her term of office.
2. Out-of-province travel shall only be permitted when the above-noted training is not available within the Province of New Brunswick.
3. Council approval by resolution is mandatory prior to the requested travel.
4. A description of the travel and the reason for travel must be supplied to Council prior to seeking Council approval.

Approved: \_\_\_\_\_

Town Clerk

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**NEW BRUNSWICK MUNICIPAL EMPLOYEES PENSION PLAN COMMITTEE**

**THAT** the Council of the Town of St. Stephen appoints Chief Administrative Officer John Ferguson to act as the “employer representative”, and Greg Pomeroy or his designate of Canadian Union of Public Employees (CUPE) Local 770 to act as the “employee representative” on the New Brunswick Municipal Employees Pension Plan Committee.

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER – NATURAL GAS SERVICE**

THAT the Council of the Town of St. Stephen accepts the terms and conditions outlined in the Application for Natural Gas Service for the connection and distribution of natural gas to the Town of St. Stephen's Garcelon Civic Center, with Enbridge Gas New Brunswick (EGNB) retroactive to September 17, 2012, as previously discussed in a Closed Committee meeting on September 12, 2012 as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*.

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**THE TOWN OF ST. STEPHEN'S GARCELON CIVIC CENTER – COMMERCIAL  
NATURAL GAS SALE AGREEMENT**

**THAT** the Council of the Town of St. Stephen accepts the terms and conditions outlined in the Commercial Natural Gas Sale Agreement with Irving Energy Services Limited of Saint John, NB, for the commodity supply of natural gas to the Town of St. Stephen's Garcelon Civic Center, as previously discussed in a Closed Committee meeting on September 12, 2012 as per Section 10.2(4)(c) of the New Brunswick *Municipalities Act*.

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**PROPOSED ANNEXATION**

**WHEREAS**, it is a required step in the Department of Local Government municipal annexation overview process and based on the background information included as part of this motion for Council's consideration,

**AND WHEREAS**, The Town of St. Stephen, in all likelihood, would only consider potential development proposals within its own Town boundaries,

**AND WHEREAS**, The Town of St. Stephen desires to annex Town owned property outside of the Town's municipal boundaries,

**AND WHEREAS**, the potential property to be annexed will likely include other properties to meet a legislative process or policy guideline requiring a contingent flow of properties connecting to the Town's existing boundary,

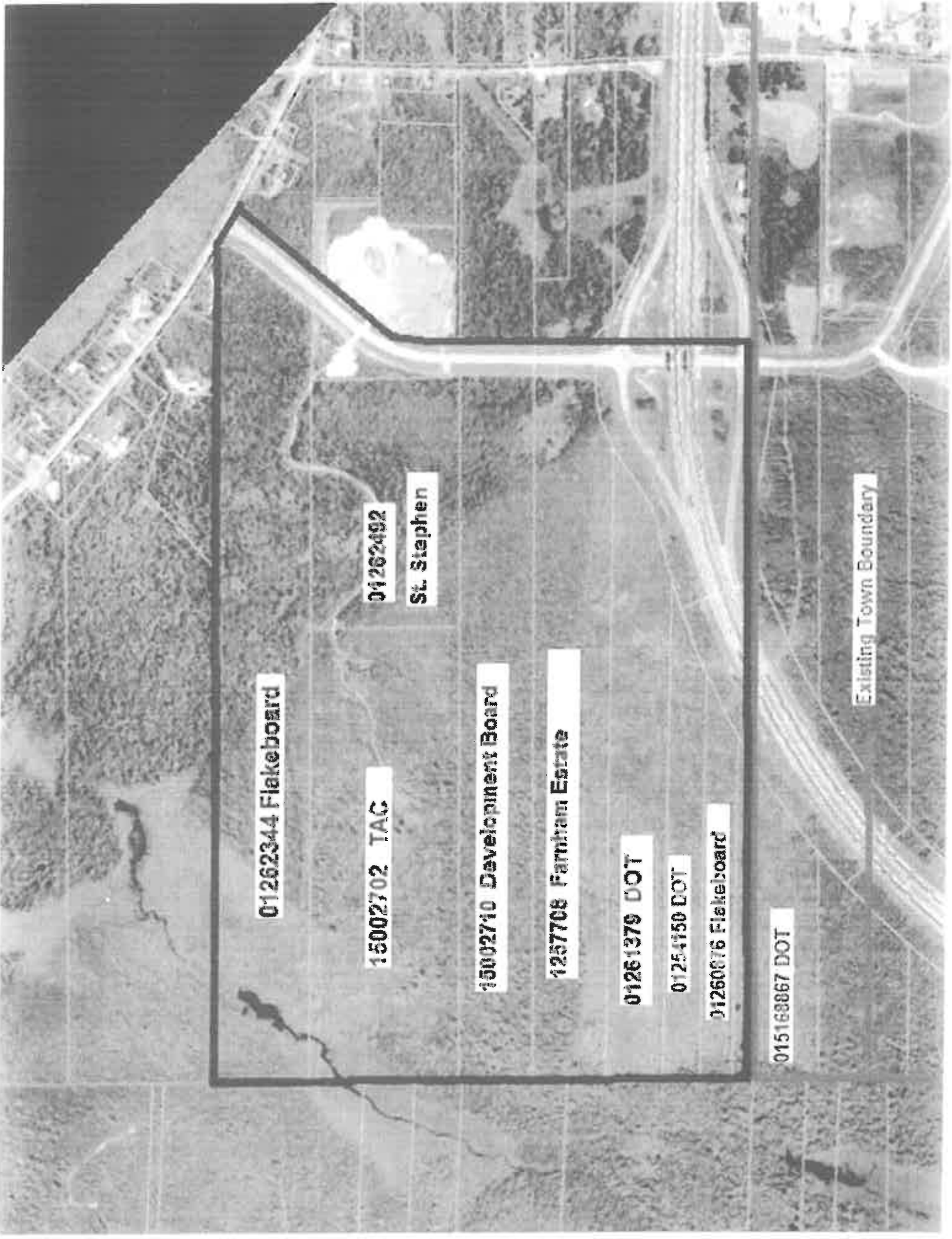
**THEN,**

**BE IT RESOLVED**, the Mayor and Council of the Town of St. Stephen formally request in a letter to the Minister of Local Government the Town's interest and intent to annex the said properties (Appendix "A"); and further request that a feasibility study, only if deemed necessary, be carried out by the Department of Local Government (Section 14 of the *Municipalities Act*).

Appendix "A"

**Town of St. Stephen Proposed Annexation  
Property Identification**

<u>PID Number</u>	<u>Owner</u>	<u>Estimated Area</u>
01262344	Flakeboard Company Ltd.	28.1 Ha
15002702	TAC Industries	21.9 Ha
01262492	Town of St. Stephen	13.2 Ha
15002710	St. Stephen Development Board	18.6 Ha
1257708	Faraham Estate	19.0 Ha
01261379	DOT	11.8 Ha
01254150	DOT	5.7 Ha
01269876	Flakeboard Company Inc.	<u>5.7 Ha</u>
	<b>Total</b>	<b>124.0 Ha</b>



01262344 Flakeboard

15002702 TAG

01262492

St. Stephen

15002710 Development Board

1257708 Farnham Estate

01261379 DOT

01254150 DOT

01260876 Flakeboard

015168867 DOT

Existing Town Boundary

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**ROYAL CANADIAN LEGION BRANCH #48**

**THAT** Council of the Town of St. Stephen directs the Chief Administrative Officer to research the property and building ownership(s) of the Royal Canadian Legion Branch #48 located at 444 Milltown Blvd., also known as Property Identifier Number (PID #) 01311901, and further directs a recommendation be brought to a future Property, By-Laws and Environment Committee meeting.

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**ROYAL LIFESAVING SOCIETY CANADA – NATIONAL CONFERENCE**

**THAT** the Council of the Town of St. Stephen approves the attendance of the Assistant Director, Parks, Recreation and Property Management, to attend the National Conference of the Royal Lifesaving Society Canada (the Society) in Ottawa, Ontario from October 11 – 14, 2012 in her capacity as a Director of the Board, representing the Province of New Brunswick, with all expenses paid by the Society,

RESOLUTION NO.: \_\_\_\_\_

DATE: September 24, 2012

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

**ADJOURNMENT**  
**THAT** the meeting adjourn.