

AGENDA
SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
GARCELON CIVIC CENTER, 22 BUDD AVENUE
MONDAY, MAY 30, 2016 @ 7:00 P.M.

1. WELCOME AND O'CANADA - Mayor John Quartermain
2. MUSICAL PRESENTATION – Milltown Elementary School Choir
3. OATHS OF OFFICE – James Mosher, Solicitor/Notary Public
4. PASSING OF CHAIN OF OFFICE – John Quartermain to Mayor Allan MacEachern
5. APPROVAL OF AGENDA
6. APPOINTMENT OF DEPUTY MAYOR
7. APPOINTMENTS OF STANDING COMMITTEES AND AGENCIES,
BOARDS OR COMMISSIONS
8. DATE OF FIRST REGULAR SESSION OF TOWN COUNCIL
9. AUTHORIZATION OF SIGNING OFFICERS – BANKING SERVICES
 - (i) The Bank of Nova Scotia Signing Authorities
 - (ii) Royal Bank of Canada Signing Authorities
10. WORDS FROM THE MAYOR
11. ADJOURNMENT
12. RECEPTION TO FOLLOW

RESOLUTION NO.: _____

DATE: May 30, 2016

MOVED BY: _____

SECONDED BY: _____

AGENDA

THAT the Agenda be approved as circulated.

RESOLUTION NO.: _____

DATE: May 30, 2016

MOVED BY: _____

SECONDED BY: _____

APPOINTMENT OF DEPUTY MAYOR

THAT the Council of the Town of St. Stephen appoints Jason Carr as Deputy Mayor for the full four (4) year term (2016 – 2020) as outlined in Section 30 of the New Brunswick *Municipalities Act* and Section 4 of the Town of St. Stephen By-Law No. A-2, "A By-Law Respecting Procedures of the Town Council and Town Administration".

RESOLUTION NO.: _____

DATE: May 30, 2016

MOVED BY: _____

SECONDED BY: _____

APPOINTMENTS OF STANDING COMMITTEES AND AGENCIES, BOARDS OR COMMISSIONS

THAT the Council of the Town of St. Stephen accepts the following Chairs, appointed by the Mayor, of the six (6) Standing Committees and all members of Council shall participate as members of each Committee, with the Mayor as an *ex officio* member of each Committee as outlined in Section 10 of the Town of St. Stephen By-Law No A-2, "A By-Law Respecting Procedures of the Town Council and Town Administration":

- Finance and Administration – Chaired by Deputy Mayor Jason Carr
- Parks and Recreation – Chaired by Councillor Phil Chisholm
- Planning, Promotion and Tourism – Chaired by Councillor Ghislaine Wheaton
- Police and Fire – Chaired by Councillor Marg Harding
- Property, By-Laws and Environment – Chaired by Councillor Ken Parker
- Public Works – Chaired by Councillor David Hyslop

AND THAT Council accepts the following Appointees to serve on the various agencies, boards or commissions:

- | | | |
|---|---|------------------------------|
| • Garcelon Civic Center Advising Commission | - | Councillor Phil Chisholm |
| • Library Board | - | Mary Gilmore |
| • Planning Advisory Committee | - | Councillor Marg Harding |
| | - | Councillor Ken Parker |
| • Business Improvement Area | - | Deputy Mayor Jason Carr |
| • Chocolate Museum Operating Committee | - | Councillor Ghislaine Wheaton |
| • Chocolate Fest | - | Councillor Ghislaine Wheaton |
| • Charlotte County Museum | - | Councillor David Hyslop |
| • International Festival | - | Councillor Phil Chisholm |
| • Charles F. Todd Scholarship Committee | - | Mayor Allan MacEachern |

RESOLUTION NO.: _____

DATE: May 30, 2016

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SECONDED BY: _____

DATE OF FIRST REGULAR SESSION OF TOWN COUNCIL

THAT the first Regular Session of the newly appointed Council shall be held in Council Chambers, 73 Milltown Blvd., Suite 112, Ganong Place (entrance at back corner of building) on the 27th day of June, 2016 at 7:00 p.m., being the fourth (4th) Monday, as outlined in Section 9 of By-Law No. A-2, "A By-Law Respecting Procedures of the Town Council and Town Administration" and its amendment By-Law No. A-2.3.

RESOLUTION NO.: _____

DATE: May 30, 2016

MOVED BY: _____

SECONDED BY: _____

THE BANK OF NOVA SCOTIA SIGNING AUTHORITIES

THAT the Council of the Town of St. Stephen resolves that:

1. We appoint The Bank of Nova Scotia as our banker and agree to the terms set out in the Scotiabank Financial Services Agreement, or where applicable, the Scotiabank Financial Services Agreement section of the Business Banking Services Agreement.
2. Any two of the following persons are authorized to sign and deliver the Scotiabank Financial Services Agreement, any service requests and any other banking agreements with you:
Mayor or Deputy Mayor, along with the Treasurer or Assistant Treasurer.
3. The persons and the required combination of those persons we verify, are the persons authorized, and the combination of those persons required, to give instructions, verifications and approvals on our behalf from time to time. We will provide this verification by a certificate in writing given to you by any two of the officers set out below. The most recent certificate given to you will be the current certificate in effect:
Over \$5,000 - Mayor or Deputy Mayor, along with Treasurer or Assistant Treasurer
\$5,000 and under – Mayor or Deputy Mayor or CAO, along with Treasurer or Assistant Treasurer
4. All instructions, agreements and documents which we sign, make, draw, accept, endorse or complete and which are signed by the persons we have authorized from time to time are valid and are binding on us. Our seal is not required on any written document to make it valid or to show consideration.
5. This Resolution remains in effect until we cancel it by written notice to you and you have acknowledged receiving the notice.

RESOLUTION NO.: _____

DATE: May 30, 2016

MOVED BY: _____

SECONDED BY: _____

ROYAL BANK OF CANADA SIGNING AUTHORITIES

THAT the Council of the Town of St. Stephen resolves:

1. That Royal Bank of Canada ("Royal Bank") is appointed banker for the Town of St. Stephen.
2. That any one of the Mayor, Deputy Mayor or CAO together with Treasurer or Assistant Treasurer for amounts of \$5,000 or less or either the Mayor or Deputy Mayor together with Treasurer or Assistant Treasurer for amounts greater than \$5,000 are authorized on behalf of the Town of St. Stephen from time to time:
 - (a) to withdraw or order transfers of funds from the Town of St. Stephen's accounts by any means including the making, drawing, accepting, endorsing or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;
 - (b) to sign any agreements or other documents or instruments with or in favour of the Royal Bank, including agreements and contracts relating to products or services provided by Royal Bank to the Town of St. Stephen; and
 - (c) to do, or to authorize any person or persons to do, any one or more of the following:
 - (i) to receive from the Royal Bank any cash or any securities, instruments or other property of the Town of St. Stephen held by Royal Bank, whether for safekeeping or as security, or to give instructions to Royal Bank for the delivery or other transfer of any such cash, securities, instruments or other property to any person named in those instructions;
 - (ii) to deposit with or negotiate or transfer to Royal Bank, for the credit of the Town of St. Stephen, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Town of St. Stephen, or any other name under which the Town of St. Stephen carries on business, on any security or instrument;
 - (iii) to instruct Royal Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Town of St. Stephen; and
 - (iv) to receive statements, instruments and other items (including paid cheques) and documents relating to the Town of St. Stephen's accounts with or any service of the Royal Bank, and to settle and certify the Town of St. Stephen's accounts with Royal Bank.

3. That all instruments, instructions, agreements (including contracts relating to products or services provided by Royal Bank) and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in this Resolution and delivered to Royal Bank by any person, shall be valid and binding on the Town of St. Stephen, and Royal Bank is hereby authorized to act on them and give effect to them.
4. That Royal Bank be furnished with:
 - (a) a copy of this Resolution; and
 - (b) a list of the names of the persons authorized by this Resolution to act on behalf of the Town of St. Stephen, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons; each certified by the (1) Mayor and (2) Treasurer of the Town of St. Stephen; and
 - (c) in writing, any authorization made under paragraph 2(c) of this Resolution.
5. That any document furnished to Royal Bank as provided for in paragraph 4 of this Resolution shall be binding upon the Town of St. Stephen until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of Royal Bank where the Town of St. Stephen has its account.

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ADJOURNMENT
THAT the meeting adjourn.