

SPECIAL MEETING
ST. STEPHEN TOWN COUNCIL
73 MILLTOWN BLVD., SUITE 112
MONDAY, MAY 30, 2016 @ 7:00 P.M.

1. WELCOME AND O'CANADA - Mayor John Quartermain welcomed the public and extended best wishes to the incoming Mayor and Council. He also thanked the numerous volunteers who are so dedicated with their service to the community.

Mayor Quartermain introduced the Milltown Elementary School Choir and they sang a couple of songs, very much enjoyed by all.

2. MUSICAL PRESENTATION – Mayor Quartermain thanked the choir.
3. OATHS OF OFFICE – James Mosher, Solicitor/Notary Public, administered the Oaths of Office to Mayor Allan MacEachern; Deputy Mayor Jason Carr; and Councillors Marg Harding, Ghislaine Wheaton, Phil Chisholm, David Hyslop and Ken Parker.
4. PASSING OF CHAIN OF OFFICE – John Quartermain passed the Chain of Office over to Mayor MacEachern.
5. APPROVAL OF AGENDA

AGENDA

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

134/16 **THAT** the Agenda be approved as circulated. **CARRIED**

6. APPOINTMENT OF DEPUTY MAYOR

APPOINTMENT OF DEPUTY MAYOR

Moved by Councillor Parker

Seconded by Councillor Harding

135/16 **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". **CARRIED**

7. APPOINTMENTS OF STANDING COMMITTEES AND AGENCIES,
BOARDS OR COMMISSIONS

**APPOINTMENTS OF STANDING COMMITTEES AND AGENCIES, BOARDS OR
COMMISSIONS**

Moved by Deputy Mayor Carr
Seconded by Councillor Hyslop

136/16

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 |

CARRIED

8. DATE OF FIRST REGULAR SESSION OF TOWN COUNCIL

DATE OF FIRST REGULAR SESSION OF TOWN COUNCIL

Moved by Councillor Wheaton

Seconded by Councillor Parker

- 137/16** **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. **CARRIED**

9. AUTHORIZATION OF SIGNING OFFICERS – BANKING SERVICES

THE BANK OF NOVA SCOTIA SIGNING AUTHORITIES

Moved by Councillor Harding

Seconded by Councillor Chisholm

- 138/16** **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. **CARRIED**

ROYAL BANK OF CANADA SIGNING AUTHORITIES

Moved by Deputy Mayor Carr

Seconded by Councillor Hyslop

139/16

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. **CARRIED**

10. WORDS FROM THE MAYOR

The following are the words delivered by Mayor MacEachern:

Good evening newly elected councillors, family, and friends. This is an exciting night for all of us, but especially for the six councilors and I as we swear the oath of office and begin our term as Mayor and Council for the Town of St. Stephen. We each have hopes and dreams for what our town can become over the next four years. We share an enthusiasm and a dedication to work hard serving all of you who trusted us with your vote. Thank you for your support and for joining us this evening.

There is a tremendous enthusiasm throughout St. Stephen. People are talking positively about the good things happening in our town and the level of community engagement is at an all-time high. There are exciting community events with high levels of participation. Our Garcelon Civic Center is drawing large crowds for all events. Businesses are flourishing and new businesses are opening. People around the province are talking about St. Stephen, and we are giving them something to talk about! We are all excited to be part of the momentum that will continue to move St. Stephen forward.

Now, the election is behind us and our work begins. Each of the councillors are ready to learn their new portfolios. Deputy Mayor Carr will bring his business and Rotary club experience to the table as he chairs the Finance and Administration Committee. Councilor Harding brings her experience in law enforcement and

advocating for victim's rights and as the present chair will be a great fit with Police and Fire and she will "hit the ground running". Councillor Chisholm will use his past experiences in education and sports to lead the Parks and Recreation Committee. Councillor Wheaton has a variety of experiences as a teacher, principal, and community volunteer that will benefit her leadership of the Planning, Promotion, and Tourism Committee. Councillor Parker will chair Property, By-laws, and Environment sharing his work and past council experience to guide staff. Councillor Hyslop will rely on his engineering background to chair Public Works. We also are connected to a variety of volunteer agencies, boards, and commissions where councillors and I will participate and share the progress with our colleagues and the community.

These committees will guide and direct the departments of our town and will work together to continue moving St. Stephen forward. Our success depends on your continued participation and communication. We want to support an administration that responds to the needs of the community. We want to continue to create policy that will guide our town staff and create a teamwork environment. We will work hard to keep you engaged in the process.

I want to thank John Quartermain and the councillors who have just finished their term. There was a lot of hard work to be done over the past four years and your Mayor and Council should be proud of the leadership they provided. The opening of the Garcelon Civic Center, the completion of major public works' projects at the Bell Sub-division and the Tan House Brook, the stability of property taxes and utility rates, numerous business partnerships, and bold moves to foster development such as the creation of a community events office and property acquisition are all examples of your achievements. Your new Council and I truly appreciate your work and the position that you put our town in as a result of your dedication and commitment. We are in a very good place to continue to move forward.

St. Stephen, the middle of everywhere, is writing a new story. We are a community of engaged citizens who want to make this the best little town in the world. We will continue to work collaboratively with Future St. Stephen, the Chamber and BIA, and all of our citizens to develop the entire community. We want the people of this community and visitors to know well and think positively about the "St. Stephen experience".

11. ADJOURNMENT

ADJOURNMENT

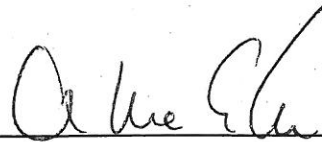
Moved by Councillor Chisholm

Seconded by Councillor Harding

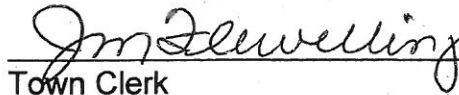
140/16 **THAT** the meeting adjourn at 7:35 p.m. **CARRIED**

12. RECEPTION TO FOLLOW

Mayor MacEachern announced for everyone to socialize and enjoy some refreshments.



Mayor



Town Clerk