

TOWN OF ST. STEPHEN
REGULAR COUNCIL
WEDNESDAY, MARCH 31, 2021 @ 5:00 P.M.

In response to the outbreak of the COVID-19 virus, the public was not permitted to attend the meeting; however, the meeting was broadcast live on the Town's Facebook page.

A. CALL TO ORDER

Mayor MacEachern called the meeting to order.

B. MOMENT OF REFLECTION

Mayor MacEachern requested a moment of reflection.

C. ADDITION OF LATE ITEMS

LATE ITEMS

Moved by Councillor Hyslop

Seconded by Councillor Harding

32/21

THAT the following 2 items be added to the March 31st, 2021 Regular Council agenda: i) N.B. Power Presentation and ii) Zoning Bylaw Amendment. **CARRIED**

D. ADOPTION OF AGENDA

AGENDA

Moved by Councillor Chisholm

Seconded by Councillor Parker

33/21

THAT the Agenda for the Regular Council Meeting of March 31st, 2021, be approved as circulated. **CARRIED**

E. MAYOR'S COMMENTS/PROCLAMATIONS

i) Wednesday, April 7 – Green Shirt Day

WHEREAS, Logan Boulet's decision to become a registered organ donor just prior to his tragic passing in the Humboldt Broncos bus crash in April 2018 inspired many Canadians from across the country through the Logan Boulet Effect to register their decision; and

WHEREAS, over 4,400 Canadians need an organ or tissue transplant and, every year, an average of 250 patients die waiting; and

WHEREAS, Green Shirt Day extends the possibilities of raising awareness for organ and tissue donation;

THEREFORE, I, Allan MacEachern, do hereby proclaim April 7, 2021 Green Shirt Day in the Town of St. Stephen, and I encourage all citizens to wear green, register their decision to become organ and tissue donors and share their decision with their family.

ii) National Organ and Tissue Donation Awareness Week – April 18 to 24, 2021

WHEREAS, over 4,400 Canadians need an organ or tissue transplant and, every year, more than 250 people die waiting; and

WHEREAS, over 90 per cent of Canadians support organ and tissue donation; yet fewer than 23 per cent have registered their decision to donate; and

WHEREAS, Bill C-202 enacted National Organ Donor Week in Canada in 1997; and

WHEREAS, only through education and increased public awareness can individuals be encouraged and inspired to join Canadas Lifeline and register to donate their organs and tissues;

THEREFORE, I, Allan MacEachern, do hereby proclaim April 18th to 24th, 2021 National Organ and Tissue Donation Awareness Week in the Town of St. Stephen, and I encourage all citizens to register their decision to become organ and tissue donors and share their decision with their family.

F. DISCLOSURE OF INTEREST

There were none.

G. PUBLIC AND/OR STATUTORY HEARINGS

i) N.B. Power: Milltown Dam Update– Presentation by Lori Clark, Senior VP, Operations; Phil Landry, Executive Director Generation; Pamela McKay, Director and Manager of Public Relations; Bob Scott, Director, Government Relations.

Project information available at www.nbpower.com/en/about-us/projects/milltown-decommissioning.

ii) St. Stephen 150 Program Update – presentation by Michelle Vest

H. ADOPTION OF MINUTES

REGULAR COUNCIL MEETING

Moved by Councillor Harding

- 34/21 Seconded by Councillor Chisholm
THAT the Minutes of the Regular Council Meeting held on February 24th, 2021 be approved as presented. **CARRIED**

SPECIAL COUNCIL MEETING

- Moved by Councillor Wheaton
Seconded by Councillor Hyslop
35/21 **THAT** the Minutes of the Special Council Meeting held on March 17th, 2021 be approved as presented. **CARRIED**

I. UNFINISHED BUSINESS FROM PREVIOUS MEETING

N/A

J. CORRESPONDENCE

For Information:

- i) **Charlotte County Ground Search and Rescue – Thank you note**
- ii) **Charlotte County SPCA – Thank you note**
- iii) **Letter from Jill Green, Minister, Transportation, and Infrastructure RE: Designated Highways Program**

For Action:

- i) **St. Croix Catholic Parish – Request for Funding**
- ii) **Proposal – The Stage (received from Juliet Bartlett)**

- Moved by Deputy Mayor Carr
Seconded by Councillor Parker
36/21 **THAT** the Action Items be tabled until the first meeting of the new Council following the Municipal Election. **CARRIED**

K. BYLAWS, PERMITS, AND POLICIES

- i) **Bylaw S-7 – Garbage Bins**
Moved by Councillor Chisholm
Seconded by Councillor Parker
37/21 **THAT** Council refers the item back to Town Administration to be revised to include guidance from Council. **CARRIED**

- ii) **Bylaw Z-2 – Zoning Bylaw Third and Final Reading**
Moved by Councillor Harding
Seconded by Councillor Parker
38/21 **THAT** Bylaw Z-2, being the Town of St. Stephen Zoning Bylaw, be given Third and Final Reading. **CARRIED**

iii) Bylaw Z-2.1 – Zoning Bylaw Amendment

Moved by Councillor Parker

Seconded by Councillor Hyslop

- 39/21 **THAT** Council direct Administration to establish a public presentation at a Special Council meeting to include first and second reading of the Zoning Bylaw.

L. NEW BUSINESS

Informational Reports

1. CAO Informational Report (CAO 05-21)
2. Planning and Development Report – dated March 25th, 2021
3. Treasurer Informational Report (TR 04-21)
4. Protective Services Departmental Report (PS 04-21)
5. Community Services Departmental Report (CMS 04-21)
6. Public Works Departmental Report (PW 02-21)

Moved by Councillor Harding

Seconded by Councillor Chisholm

- 40/21 **THAT** the Departmental Informational Reports be acknowledged and received.
CARRIED

REQUEST FOR DECISIONS:

i) Assistant Chief Stipend

Moved by Councillor Harding

Seconded by Councillor Hyslop

- 41/21 **THAT** Council approves the recommendation to increase the monthly stipend paid to the Assistant Fire Chief to \$500 (five hundred dollars). **CARRIED**

ii) Operating Reserve Transfer

Moved by Councillor Wheaton

Seconded by Councillor Chisholm

- 42/21 **THAT** the amount of \$297,000 (two hundred ninety-seven thousand dollars) be transferred from the General Operating Fund to the General Operating Reserve Fund. **CARRIED**

iii) Computer Software Upgrade

Moved by Deputy Mayor Carr

Seconded by Councillor Harding

- 43/21 **THAT** the Mayor and Clerk are authorized to enter into an agreement with TownSuite Municipal Software Inc., of St. John's, NL, on behalf of the Town of St. Stephen, for the implementation and subscription of TownSuite Cloud Hosting Services, Customer Portal Services and Recreation Software Services for the agreed proposed pricing of \$40,600 (forty thousand six hundred dollars) plus tax which includes proposed implementation fees of \$22,600 (twenty-two thousand six

hundred dollars) and annual subscription costs of \$18,000 (eighteen thousand dollars). **CARRIED**

iv) Write Off of Bad Debt

Moved by Deputy Mayor Carr
Seconded by Councillor Chisholm

44/21 **THAT** Council approves, on the recommendation of administration, to write off as bad debt, the accounts submitted totaling \$30,328.31 (thirty thousand three hundred twenty-eight dollars and thirty-one cents). **CARRIED**

v) Capital Budget Request

Moved by Councillor Hyslop
Seconded by Councillor Parker

45/21 **THAT** Council accepts the recommendation and approves the spending of \$26,000 (twenty-six thousand dollars) for repairs to the Municipal Salt Shed in 2021. **CARRIED**

M. QUESTION PERIOD

N. MAYOR AND COUNCILLOR ITEMS

1. Councillor Reports

Councillor Parker

- Attended all meetings of Council.
- Responded to several calls from the public.

Councillor Harding

- Attended all meetings of Council.
- Responded to several calls from the public.

Councillor Chisholm

- Attended all meetings of Council.

Councillor Hyslop

- Attended all meetings of Council.
- Invited the public to attend a Charlotte County Museum meeting at the Garcelon Civic Center on April 1

Councillor Wheaton

- Working on St. Stephen 150

Deputy Mayor Carr

- Attended all meetings of Council.
- Responded to several calls from the public.

Mayor MacEachern

- Attended all meetings of Council.
- Attended a Rotary meeting
- Attended Regional Service Commission and Regional Collaboration meeting
- Toured Sweeney International building at 120 Milltown Blvd.

O. NOTICE OF CLOSED MEETING

Revert to Closed Session

Moved by Councillor Harding

Seconded by Councillor Hyslop

46/21

THAT Council revert to a closed session pursuant to the Local Governance Act, as the subject matters being discussed relates to section 68(1):

(b) personal information as defined in the Right to Information and Protection of Privacy Act. **CARRIED**

P. RECONVENE TO REGULAR MEETING

(i) Appointments to Border Arena Review Committee

Moved by Councillor

Seconded by

47/21

THAT Council make the following public appointments to the Border Arena Review Committee.

1) Mr. Jeff Gregor

2) Ms. Megan Lewis

CARRIED

(ii) Appointments to Innovation and Technology Committee

Moved by Councillor Harding

Seconded by Councillor Chisholm

48/21

THAT Council amend the Terms of Reference to include 2 members of the public, and appointments the following individuals to the Innovations and Technology Committee.

1) Mr. Vernon Card


2) Ms. Qi (Vivian) Peng

CARRIED

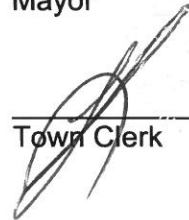
Q. ADJOURNMENT

Moved by Harding
Seconded by Councillor Parker

49/21 THAT the meeting be adjourned at 7:5 p.m. **CARRIED**



Mayor



Town Clerk