

TOWN OF ST. STEPHEN
REGULAR COUNCIL
WEDNESDAY, JUNE 30, 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

There were none.

D. ADOPTION OF AGENDA

AGENDA

Moved by Councillor Hyslop

Seconded by Deputy Mayor Wheaton

73/21

THAT the Agenda for the Council Meeting of June 30th, 2021, be approved as amended. **CARRIED**

E. MAYOR'S COMMENTS/PROCLAMATIONS

There were none.

F. DISCLOSURE OF INTEREST

There were none.

G. PUBLIC AND/OR STATUTORY HEARINGS

- a. Statutory Public Hearing of Objections – Z-2-01 and M-2-01- presentation by Vivan Peng for Alex Henderson, Southwest New Brunswick Service Commission
- b. Project Update Best Western Plus – presentation by Tom McFarlane (via Zoom) – target opening date July 1, 2022
- c. Canada 1st Basketball Project Update – Richard Fulton and David Ganong

H. ADOPTION OF MINUTES

a. Minutes of May 26th, 2021

Moved by Councillor Harding
Seconded by Councillor Chisholm

74/21 **THAT** the Minutes of the Council Meeting held on May 26, 2021, be approved as presented. **CARRIED**

b. Minutes of June 15th, 2021

Moved by Councillor Thiessen
Seconded by Deputy Mayor Wheaton

75/21 **THAT** the Minutes of the Council Meeting held on June 15, 2021, be approved as presented. **CARRIED**

I. UNFINISHED BUSINESS FROM PREVIOUS MEETING

N/A

J. CORRESPONDENCE

There was none.

K. BYLAWS, PERMITS, AND POLICIES

a. Municipal Plan Amendment – M-2-01

Moved by Councillor Parker
Seconded by Councillor Harding

76/21 **THAT** bylaw M-2-01 be given Second reading. **CARRIED**

b. Municipal Plan Amendment – M-2-01

Moved by Councillor Hyslop
Seconded by Deputy Mayor Wheaton

77/21 **THAT** bylaw M-2-01 be given Third and Final reading. **CARRIED**

c. Zoning Bylaw Amendment – Z-2-01

Moved by Councillor Harding
Seconded by Councillor Chisholm

78/21 **THAT** bylaw Z-2-01, with those conditions as recommended by the Town and Planning staff, be given Second reading. **CARRIED**

d. Zoning Bylaw Amendment – Z-2-01

Moved by Councillor Parker
Seconded by Councillor Thiessen

79/21 **THAT** bylaw Z-2-01, with those conditions as recommended by the Town and Planning staff, be given Third and Final reading. **CARRIED**

L. NEW BUSINESS

Departmental Information Reports

1. CAO Informational Report (CAO 07-21)
2. Planning and Development Report – dated June 21st, 2021
3. Treasurer Informational Report (TR 08-21)
4. Protective Services Departmental Report (PS 09-21)
5. Community Services Departmental Report (CMS 11-21)
6. Public Works Departmental Report (PW 07-21)

Moved by Councillor Harding

Seconded by Councillor Hyslop

80/21 **THAT** the Departmental Informational Reports be acknowledged and received.

CARRIED

REQUEST FOR DECISIONS:

a. DTI Five-Year Plan

Moved by Deputy Mayor Wheaton

Seconded by Councillor Chisholm

81/21 **THAT** Council approves the Designated Highways Five-Year Priorities as presented.

CARRIED

b. Tender Summary – Riverside Drive WWPS#4

Moved by Councillor Thiessen

Seconded by Deputy Mayor Wheaton

82/21 **THAT** Council awards the construction contract to the low tenderer, Fairville Construction Ltd. for their Tender Price of \$557,300.00 (five hundred fifty-seven thousand three hundred dollars) HST included. **CARRIED**

c. Authorization of Signing Officers and Banking - RBC

Moved by Councillor Parker

Seconded by Councillor Hyslop

83/21 **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 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 person; 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 the Royal Bank where the Town of St. Stephen has its account.

d. **Authorization of Signing Officers and Banking - BNS**

Moved by Councillor Harding

Seconded by Councillor Chisholm

84/21

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

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 this notice.

e. **Field Use Agreement – ASD-S**

Council directs Town Administration to continue negotiations with Anglophone School District – South in an effort to find mutually agreeable terms for the ongoing maintenance of the athletic fields to the benefit of community user groups.

- f. **Award of Contract – Tourism Consultant**
Moved by Deputy Mayor Wheaton
Seconded by Councillor Hyslop

85/21

THAT Council awards the contract for consultant services to undertake a Destination Tourism Assessment to ilmagine, in the amount of \$25,272.58 (twenty-five thousand two hundred seventy-two dollars and fifty-eight cents) including HST. **CARRIED**

- g. **Community Grant Requests**
- i) "The Stage" Proposal (held over from previous meeting)
 - ii) St. Croix Catholic Parish (held over from previous meeting)

Both items deferred to July 2021 Council Meeting.

M. QUESTION PERIOD

There were none.

N. MAYOR AND COUNCILLOR ITEMS

1. Councillor Reports

Councillor Hyslop

- Attended Canada 1st Basketball meeting
- Attended Charlotte County Museum meeting
- Attended 1 of 3 Strategic Planning meetings
- Attended June 15 Town Council meeting
- Congratulated the Graduating Class of 2021
- Recognized 2021 graduate, Tommy Tinker

Deputy Mayor Wheaton

- Attended Council Orientation (Strategic Planning) Sessions
- Attended June 15 Town Council meeting
- Attended opening of Dairy Queen
- Attended the Regional Service Commission Orientation for new Directors
- Attended Tourism workshop at the Garcelon Civic Center
- Received positive feedback about St. Stephen 150, specifically the booklet
- Received 2nd COVID-19 vaccination
- Received and responded to calls from residents
- Learned more about the history of the Indigenous people through downiewenjack.ca
- Complimented the Bateau on the waterfront trail

Councillor Chisholm

- Discussed the history of the 'Bateau' with many residents
- Attended all Town Council meetings and thanked the CAO for the recent Strategic Planning Sessions

Councillor Harding

- Praised Premier Higgs and team for their work throughout the pandemic and for the COVID-19 vaccine rollout
- Meeting with Sgt. Stubbs next week to arrange a public presentation of RCMP services prior to the 2021/2022 school year

Councillor Parker

- Attended 2 of 3 Strategic Planning Sessions
- Attended Town Council Swearing in Ceremony
- Attended all Town Council meetings
- Received calls from residents about the traffic lights at Dairy Queen, ball fields and Canada Day celebrations

Councillor Thiessen

- Attended all Town Council meetings and thanked the CAO for the recent Strategic Planning Sessions
- Attended the opening of Dairy Queen
- Received and responded to calls from residents

Mayor MacEachern

- Attended the Strategic Planning Sessions and thanked the CAO for his work on the meetings
- Attended the first Regional Service Commission meeting
- Attended Town Council Swearing in Ceremony
- Thanked Deputy Mayor Wheaton and Councillor Thiessen for attending the Dairy Queen opening
- Attended Local Governance Reform meeting
- Attended scholarship meeting at SSSHS and congratulated all 2021 Graduates and scholarship recipients
- Received and responded to calls from residents
- Attended former Town employee Had Tapley's 90th birthday
- Praised all involved in moving Canada Day activities to another day and spoke of the need to learn more of the history of the Indigenous people

O. NOTICE OF CLOSED MEETING

Closed Session

Moved by Councillor Hyslop

Seconded by Councillor Chisholm

86/21 **THAT** Council revert to a Closed Session pursuant to the Local Governance Act, as the subject matter(s) being discussed related to section 68(1):

c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract; and

g) litigation or potential litigation affecting the local government or any corporation

j) labour and employment matters, including negotiation of collective agreements.

CARRIED

P. RECONVENE TO REGULAR MEETING

Upgrade of Culvert Structures at Billy Weston Brook Agreement

Moved by Councillor Theissen

Seconded by Councillor Hyslop

87/21 **THAT** the Council of the Town of St. Stephen authorizes the Mayor and Town Clerk to execute the Upgrade of Culvert Structures at Billy Weston Brook Agreement with Crombie Development Limited in the form presented to Council at its closed session on June 30, 2021, as per Section 68(1)(c) of the NB Local Governance Act.

AND THAT the Council of the Town of St. Stephen authorizes the payment of \$314,690.00 (three hundred and fourteen thousand six hundred and ninety dollars and zero cents) as settlement of the funding agreement and subject to verification that all conditions of the agreement have been met. **CARRIED**

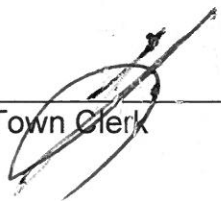
Q. ADJOURNMENT

Moved by Councillor Chisholm
Seconded by Councillor Parker

88/21 THAT the meeting be adjourned at 8:00 p.m. **CARRIED**



Mayor



Town Clerk