



St. Stephen Town Council  
AGENDA

Friday, November 12, 2021, 12:00 p.m.  
Moosehead Room at the Garcelon Civic Center

PUBLIC PARTICIPATION WILL BE AVAILABLE VIA A LIVE FEED ON THE TOWN OF ST. STEPHEN'S FACEBOOK PAGE.

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Pages

- A. CALL TO ORDER
- B. MOMENT OF REFLECTION
- C. ADDITION OF LATE ITEMS
- D. ADOPTION OF AGENDA  
Proposed Resolution:  
That the Agenda for the Special Council Meeting of November 12th, 2021 be approved.
- E. MAYOR'S COMMENTS/PROCLAMATIONS
- F. DISCLOSURE OF INTEREST
- G. PUBLIC AND/OR STATUTORY HEARINGS
- H. ADOPTION OF MINUTES
- I. UNFINISHED BUSINESS FROM PREVIOUS MEETINGS
- J. CORRESPONDENCE
- K. BYLAWS, PERMITS, AND POLICIES
  - 1. Bylaw A-7.16--A Bylaw to Impose a Special Business Improvement Levy for 2022  
Proposed Resolution:  
That Bylaw A-7.16, being a bylaw to impose a special business improvement levy for 2022, be given third and final reading.
- L. NEW BUSINESS
  - 1. Departmental Reports
  - 2. Requests for Decisions
- M. RECONVENE TO REGULAR MEETING

**N. ADJOURNMENT**

Proposed Resolution:

That the meeting be adjourned at \_\_\_\_ pm

**BY-LAW NO. A-7.16**

**A BY-LAW TO IMPOSE A SPECIAL BUSINESS IMPROVEMENT LEVY FOR 2022"**

Pursuant to Section 5(1) of the *Business Improvement Areas Act*, BE IT ENACTED BY the Town Council of the Town of St. Stephen as follows:

**THAT** a Business Improvement Levy be imposed on all non-residential property within the Business Improvement Area of the local government that is liable to taxation under the *Assessment Act*. The Levy shall be in the amount of \$26,324 at the rate of \$0.20 per \$100 of property assessment and the Council hereby directs and orders the Minister of Environment and Local Government to Levy the said amount pursuant to the provisions of the *Business Improvement Area Act*.

**IN WITNESS WHEREOF** the Town of St. Stephen has caused the corporate seal of the said Town to be affixed to this By-Law the \_\_\_\_ day of \_\_\_\_\_, 2020.

FIRST READING:

SECOND READING:

THIRD READING AND ENACTED:

\_\_\_\_\_  
Mayor

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

St. Stephen Business Improvement Area Inc.  
**Proposed 2022 Operating Budget**

**SOURCES OF FUNDS**

BIA Tax Levy.....	\$25,000.00
BIA Outstanding Tax Levy.....	\$ 600.00
Interest.....	\$ 150.00
Student Employment Funding.....	\$ 4,200.00
GIC Withdrawal .....	<u>\$ 5,000.00</u>
.....	<b>\$34,950.00</b>

**USES OF FUNDS**

Advertising.....	\$ 500.00
Donations.....	\$ 500.00
Bank Charges.....	\$ 10.00
BIA Annual Dues.....	\$ 300.00
Rent.....	\$ 3,000.00
Insurance.....	\$ 1,000.00
Office and Miscellaneous.....	\$ 2,175.00
<i>PROMOTIONAL PROGRAMS AND PROJECTS</i>	
Mural Program.....	\$ 1,500.00
Student Employment.....	\$ 4,200.00
Payroll.....	<u>\$21,765.00</u>
.....	<b>\$34,950.00</b>

**EXCESS/DEFICIENCY..... \$ 0.00**

This proposed budget is based on a levy of twenty cents for each one hundred dollars of assessed value.