



**MUNICIPAL DISTRICT OF ST. STEPHEN
REGULAR COUNCIL MINUTES**

June 25, 2025, 6:00 p.m.

Moosehead Room at the Garcelon Civic Center

Members Present: Mayor A. MacEachern, Deputy Mayor G. Wheaton, Councillor M. Harding, Councillor D. Hyslop, Councillor B. Cornish, Councillor J. Wright, Councillor W. Greenlaw, Councillor E. Rodas

Staff Present: J. Renaud, CAO/Town Clerk, S. Morton, Deputy CAO, K. Sumner, Director of Community Services, Celeste Caswell, Executive Assistant, F. Godsoe, Assistant Treasurer

Others Present: Alex Henderson, Planning Director, Southwest Regional Service Commission; Rivers Corbett, President, Future St. Stephen.

A. CALL TO ORDER

Mayor MacEachern called the meeting to order.

B. FIRST NATION RECOGNITION

C. APPROVAL OF THE AGENDA

RES. NO. 82/25

Moved by Councillor Harding

Seconded by Councillor Wright

THAT the Agenda for the Regular Council Meeting of JUNE 25, 2025, be approved.

MOTION CARRIED

D. DISCLOSURE OF CONFLICT OF INTEREST

No conflicts declared; Councillor Rodas declared her conflict to item J. 1. c. later in the meeting prior to the item being presented.

1. Councillor Rodas - Approval of Corporate Resolution - Signing Authorization for Jeff Renaud

Family association.

E. ADOPTION OF MINUTES

1. Regular Council Meeting

RES. NO. 83/25

Moved by Councillor Hyslop

Seconded by Councillor Cornish

That the Minutes of the Regular Council Meeting held on MAY 21, 2025, be approved as presented.

MOTION CARRIED

F. PUBLIC DELEGATIONS

1. Presentation by Audrey Monette, Canadian Centre for Safer Communities

Presentation by Audrey Monette, Director of Engagement and Services, and Hayley Moody, Researcher.

G. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

CAO Jeff Renaud presented his report.

RES. NO. 84/25

Moved by Councillor Wright

Seconded by Councillor Cornish

That the Report of the Chief Administrative Officer be acknowledged and received.

MOTION CARRIED

H. PUBLIC COMMENT PERIOD

Celia Morgan, Ward 2.

Chandra Best, Ward 3.

Bernadette Cunningham, Ward 2.

David Whittingham, Ward 2.

I. REPORTS

RES. NO. 85/25

Moved by Councillor Harding

Seconded by Councillor Hyslop

That the Departmental Information Reports be acknowledged and received.

MOTION CARRIED

1. Deputy CAO Report

Deputy CAO Sean Morton presented his report.

2. Southwest NB Service Commission - MD Planning Report

Alex Henderson, Planning Director, presented his report.

a. Monthly MDSS Planning Report

3. Community Services Report

Kev Sumner, Director of Parks & Community Services, presented his report.

4. Assistant Treasurer's Report

Frank Godsoe, Assistant Treasurer, presented his report.

5. Future St. Stephen Economic Development Report

Rivers Corbett, President of Future St. Stephen, presented his report.

J. NEW BUSINESS

1. Requests for Decisions

- a. Proposed Amendment to Medical Professional Recruitment Policy

RES. NO. 86/25

Moved by Councillor Harding

Seconded by Councillor Rodas

That Council approve the amendment to the Medical Professional Recruitment Policy as presented.

MOTION CARRIED

- b. Updated - 2026 Budget Public Engagement Plan

RES. NO. 87/25

Moved by Deputy Mayor Wheaton

Seconded by Councillor Wright

That Council approve the 2026 Budget Public Participation Plan as presented.

MOTION CARRIED

- c. Approval of Corporate Resolution - Signing Authorization for Jeff Renaud

Councillor Rodas declared a conflict on this item. (Family association.)

CAO Jeff Renaud gave information on how this process would move forward.

RES. NO. 88/25

Moved by Councillor Cornish

Seconded by Councillor Hyslop

That Council approve the attached Corporate Resolution authorizing Jeff Renaud to act on behalf of Council to arrange and negotiate the listing and sale of any property owned by the Municipal District of St. Stephen through to May 26, 2027.

MOTION CARRIED

- d. Outdoor Pool Liner Tender Award

RES. NO. 89/25

Moved by Councillor Harding

Seconded by Councillor Cornish

That Council approve the award of contract for the Outdoor Pool Liner Replacement project at the WT Booth Centennial Pool to Acapulco Pools, the lowest compliant bidder with the highest weighted score, in the amount of \$159,000 plus applicable taxes (HST).

MOTION CARRIED

- e. Payroll and Human Resource Information System

RES. NO. 90/25

Moved by Councillor Hyslop

Seconded by Councillor Wright

That Council approve the awarding of a contract to Avanti Software Inc. for the provision and implementation of a Human Resource Information System and Digital Payroll Software, and that the Chief Administrative Officer be authorized to execute the necessary agreement on behalf of the Municipal District of St. Stephen.

MOTION CARRIED

- f. Accounts Payable Automation Solution

RES. NO. 91/25

Moved by Councillor Harding

Seconded by Deputy Mayor Wheaton

That Council authorize the Chief Administrative Officer to enter into an agreement with Xerox Canada Ltd. for the implementation of the Accounts Payable Automation Solution, as outlined in Option 1 of their May 8, 2025, budget proposal, at either a cost of \$9,000 annually over five years or a one-time payment of \$40,000, based on the Municipality's preferred payment structure.

MOTION CARRIED

K. CORRESPONDENCE

RES. NO. 92/25

Moved by Councillor Harding

Seconded by Councillor Hyslop

That correspondence be received for information purposes.

MOTION CARRIED

1. **Provincial-Municipal Highway Partnership Program Application**
2. **Correspondence from Susan Smith - Boundary Street Resident**

L. COUNCIL REPORTS

Mayor advised of an amendment to his report as he did not get to attend the Future St. Stephen AGM on June 24th due to a work conflict.

RES. NO. 93/25

Moved by Deputy Mayor Wheaton

Seconded by Councillor Rodas

That the Council Reports be acknowledged and received.

MOTION CARRIED

1. **Mayor MacEachern**
2. **Deputy Mayor Wheaton**
3. **Councillor Hyslop**
4. **Councillor Harding**
5. **Councillor Cornish**
6. **Councillor Greenlaw**

M. MOTION TO CLOSE THE MEETING TO THE PUBLIC

RES. NO. 94/25

Moved by Councillor Rodas

Seconded by Councillor Cornish

THAT pursuant to section 68(1) of the Local Governance Act, Council move to a closed session for the purpose of discussing:

MOTION CARRIED

1. Negotiation of an Agreement

N. ADJOURNMENT


RES. NO. 95/25

Moved by Councillor Harding

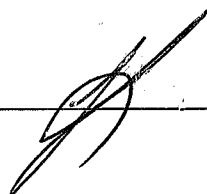
Seconded by Councillor Rodas

THAT the meeting be adjourned at 8:56 p.m.

MOTION CARRIED



Mayor



Clerk