



MUNICIPAL DISTRICT OF ST. STEPHEN
REGULAR COUNCIL MINUTES

March 26, 2025, 6:00 p.m.
Moosehead Room at the Garcelon Civic Center

Members Present: Deputy Mayor G. Wheaton, Councillor M. Harding, Councillor D. Hyslop, Councillor B. Cornish, Councillor J. Wright, Councillor E. Eastman

Members Absent: Mayor A. MacEachern, 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

Others Present: Frank Godsoe, Assistant Treasurer; Genevieve Coates and Rivers Corbett with Future St. Stephen; Alex Henderson, Planning Director at Southwest NB Regional Service Commission

A. CALL TO ORDER

Deputy Mayor Wheaton called the meeting to order.

B. FIRST NATION RECOGNITION

C. APPROVAL OF THE AGENDA

RES. NO. 29/25

Moved by Councillor Eastman

Seconded by Councillor Cornish

That the Agenda for the Regular Council Meeting of MARCH 26, 2025, be approved with one late addition and one item deletion as follows:

1. Addition: Requests for Decisions: h. 18 Marks Street; and
2. Deletion: Closed Session: Potential Litigation Matter.

MOTION CARRIED

D. DISCLOSURE OF CONFLICT OF INTEREST

No conflicts declared.

E. PUBLIC AND STATUTORY HEARINGS

1. Public Presentation of proposed new Municipal Plan By-law No. M-4

Slide show presentation by Alex Henderson, Planning Director at the Southwest NB Service Commission of the draft Municipal Plan Bylaw M-4 for the Municipal District of St. Stephen.

F. ADOPTION OF MINUTES

1. Regular Council Meeting

RES. NO. 30/25

Moved by Councillor Hyslop

Seconded by Councillor Harding

That the Minutes of the Regular Council Meeting held on FEBRUARY 26, 2025, be approved as presented.

MOTION CARRIED

G. PUBLIC DELEGATIONS

1. Lydia's 3rd Annual Community Clean Up Event Presentation by Lydia

Great presentation by Lydia.

H. REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

CAO Jeff Renaud presented his report.

RES. NO. 31/25

Moved by Councillor Wright

Seconded by Councillor Eastman

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

MOTION CARRIED

I. PUBLIC COMMENT PERIOD

Susan Thomas, owner Casa Breeze Inn, Oak Bay - Ward 1.

Chandra Best, Ward 3.

David Whittingham, Ward 2.

Bernadette Cunningham, Ward 2.

J. REPORTS

RES. NO. 32/25

Moved by Councillor Hyslop

Seconded by Councillor Wright

That the Departmental Information Reports be acknowledged and received.

MOTION CARRIED

1. Deputy CAO Report

Deputy CAO Sean Morton presented his reports.

2. Southwest NB Service Commission - MD Planning Report

Southwest NB Regional Service Commission Planning Director Alex Henderson presented his report to Council.

a. Monthly Planning Report

3. Community Services Report

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

4. Assistant Treasurer's Report

Assistant Treasurer, Frank Godsoe, presented his report.

5. Future St. Stephen Economic Development Report

Future St. Stephen Chair, Genevieve Coates, introduced new Future St. Stephen President, Rivers Corbett who started on March 10th.

K. NEW BUSINESS

1. Requests for Decisions

- a. Extension of Appointment to Library Board - Yvette Sawyer and Frances Megilley

RES. NO. 33/25

Moved by Councillor Hyslop

Seconded by Councillor Harding

That Yvette Sawyer and Frances Megilley both be re-appointed to the St. Croix Library Board for a 3-year term ending in March 2028.

MOTION CARRIED

- b. Rebranding Project Proposal

RES. NO. 34/25

Moved by Councillor Cornish

Seconded by Councillor Harding

That Council authorizes the expenditure of \$15,750 plus applicable taxes and travel disbursements as outlined in the Rebranding Project Proposal dated January 14, 2025, with Marketing on Purpose.

MOTION CARRIED

- c. Medical Professional Recruitment Policy

RES. NO. 35/25

Moved by Councillor Eastman

Seconded by Councillor Cornish

That Council approve the Medical Professional Recruitment Policy as presented.

MOTION CARRIED

- d. Non-Union, Full-Time Employee Vacation Policy

Deputy Mayor Wheaton has had a request to move this item to the Committee of the Whole meeting next month for further discussion.

RES. NO. 36/25

Moved by Councillor Wright

Seconded by Councillor Eastman

That Council postpone this item to the next Committee of the Whole meeting.

MOTION CARRIED

- e. Request to Change April Council Meeting Date

RES. NO. 37/25

Moved by Councillor Harding

Seconded by Councillor Wright

That Council change the date of the next Regular Council Meeting from April 23, 2025, to April 30, 2025.

MOTION CARRIED

- f. 11 Milltown Blvd. (dangerous building façade)

Deputy CAO Sean Morton gave an overview of his Request for Decision report.

RES. NO. 38/25

Moved by Councillor Eastman

Seconded by Councillor Cornish

That Council order the mitigation (remove, secure, or protect) of the structural collapse hazard as cited in engineering reports, resulting in the reopening of the sidewalk and parking spots in front of 11 Milltown Blvd, no later than June 1, 2025, and that all work to complete the required repairs to the structure be completed by the end of the 2025 construction season and no later than October 31, 2025.

MOTION CARRIED

- g. Naming of Private Drive

RES. NO. 39/25

Moved by Councillor Hyslop

Seconded by Councillor Eastman

That Council approves the naming of a private drive located in Hills Point as Sea View Lane, subject to NB911 approval.

MOTION CARRIED

- h. 18 Marks Street

RES. NO. 40/25

Moved by Councillor Eastman

Seconded by Councillor Harding

That Council authorizes the expenditure of \$17,497.00 + HST to McGregor Construction Ltd to undertake the demolition and clean-up of the property located at 18 Marks Street, to bring the property into bylaw compliance, upon completion of the provincial registration of the Notice to Comply with the province.

MOTION CARRIED

L. CORRESPONDENCE

RES. NO. 41/25

Moved by Councillor Hyslop

Seconded by Councillor Eastman

That the within correspondence be acknowledged and received by Council.

MOTION CARRIED

1. Purple Day Proclamation 2025 promoting Epilepsy Awareness

Proclamation included in the agenda package; Deputy Mayor Wheaton made acknowledgement of the purple ribbons being worn today for this cause.

2. Royal Canadian Air Force - May Day Event

Eastman suggested public be aware of the event and flyover.

M. COUNCIL REPORTS

RES. NO. 42/25

Moved by Councillor Hyslop

Seconded by Councillor Cornish

That the Council Reports be acknowledged and received.

MOTION CARRIED

1. **Mayor MacEachern**
2. **Deputy Mayor Wheaton**
3. **Councillor Greenlaw**
4. **Councillor Eastman**
5. **Councillor Wright**
6. **Councillor Cornish**

N. MOTION TO CLOSE THE MEETING TO THE PUBLIC

This item was deleted from the agenda by Res. No. 29/25.

1. **Potential Litigation Matter**

O. ADJOURNMENT

RES. NO. 43/25

Moved by Councillor Wright

Seconded by Councillor Cornish

That the meeting be adjourned at 7:58 p.m.

MOTION CARRIED

Mayor

Clerk