



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

**March 25, 2026, 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 Parks & Community Services, C. Caswell, Executive Assistant, F. Godsoe, Treasurer

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**A. CALL TO ORDER**

Mayor MacEachern called the meeting to order.

**B. FIRST NATION RECOGNITION**

**C. APPROVAL OF THE AGENDA**

**RES. NO. 23/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Wright

**THAT** the Agenda for the Regular Council Meeting of MARCH 25, 2026, be approved with the addition of the following late agenda items under:

H. BYLAWS, addition of item 6. Bylaw 05-26 - REMUNERATION OF COUNCIL

J. COUNCIL REPORTS, addition of item 7. Councillor Cornish

**MOTION CARRIED**

**D. DISCLOSURE OF CONFLICT OF INTEREST**

No conflicts declared.

**E. ADOPTION OF MINUTES**

**1. Regular Council Meeting**

**RES. NO. 24/26**

**Moved by** Deputy Mayor Wheaton

**Seconded by** Councillor Hyslop

**THAT** the Minutes of the Regular Council Meeting held on FEBRUARY 25, 2026, be approved as presented.

**MOTION CARRIED**

**F. PUBLIC DELEGATIONS**

**1. Water System Strategic Infrastructure Plan (2026 – 2041)**

Presentation by Rory Pickard, Dillon Consulting Ltd.

**G. PUBLIC COMMENT PERIOD**

Celia Morgan, Ward 2

Chandra Best, Ward 3

David Whittingham, Ward 2

**H. BYLAWS**

**1. Bylaw 01-26 - ESTABLISHING A CODE OF CONDUCT FOR MEMBERS OF COUNCIL - THIRD AND FINAL READING**

**RES. NO. 25/26**

**Moved by** Councillor Greenlaw

**Seconded by** Councillor Harding

**THAT** BYLAW 01-26, A Bylaw Establishing A Code of Conduct for Members of Council of the Municipal District of St. Stephen Council, be given THIRD and FINAL reading by title.

**MOTION CARRIED**

**2. Bylaw 02-26 - FOOD TRUCK REGULATION BYLAW**

**RES. NO. 26/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Wright

**THAT** BYLAW 02-26, A Bylaw Regulating Food Trucks in the Municipal District of St. Stephen, be given FIRST reading by title.

**MOTION CARRIED**

**3. Bylaw 03-26 - BUSKING AND STREET PERFORMANCE BYLAW**

**RES. NO. 27/26**

**Moved by** Councillor Hyslop

**Seconded by** Deputy Mayor Wheaton

**THAT** BYLAW 03-26, A Bylaw Regulating Busking and Street Performance in the Municipal District of St. Stephen, be given FIRST reading by title.

**MOTION CARRIED**

**4. Bylaw 04-26 - TRANSIENT TRADER BYLAW**

**RES. NO. 28/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Hyslop

**THAT** BYLAW 04-26, A Bylaw Regulating Transient Traders in the Municipal District of St. Stephen, be given FIRST reading by title.

**MOTION CARRIED**

**5. Bylaw No. D-2 - DEVELOPMENT INCENTIVES BYLAW**

**RES. NO. 29/26**

**Moved by** Councillor Hyslop

**Seconded by** Councillor Rodas

**THAT** BYLAW NO. D-2, A Bylaw Respecting Development Incentives for the Municipal District of St. Stephen, be given FIRST reading by title.

**MOTION CARRIED**

**6. Bylaw 05-26 - REMUNERATION OF COUNCIL**

**RES. NO. 30/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Greenlaw

**THAT** BYLAW 05-26, A Bylaw Respecting the Remuneration of Council for the Municipal District of St. Stephen, be given FIRST reading by title.

**MOTION CARRIED**

**I. NEW BUSINESS**

**1. Requests for Decisions**

- a. REVISED SCHEDULE "A" of BY-LAW NO. W-1, A By-law Respecting Water and Sewer Rates and Charges

**RES. NO. 31/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Greenlaw

**THAT** the Proposed Revised Schedule "A" To By-law No. W-1, a By-law respecting Water and Sewer Rates and Charges, be approved by Council as presented in Request for Decision Report: CS26-05. For further clarity, the rates and charges herein approved shall be applied for the billing period beginning on January 1<sup>st</sup>, 2026, and shall remain effective for the duration of the 2026 billing year.

**MOTION CARRIED**

- b. CLOSING OF EVERGREEN LANE

**RES. NO. 32/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Greenlaw

**THAT** Council authorizes the closing of Evergreen Lane, which was a private lane put in place for the development of parcels that are no longer being considered for development.

**MOTION CARRIED**

c. GIFTING AGREEMENT

**RES. NO. 33/26**

**Moved by** Councillor Hyslop

**Seconded by** Deputy Mayor Wheaton

**THAT** the Mayor and Clerk be authorized to sign the within Gifting Agreement on behalf of the Municipal District of St. Stephen.

**MOTION CARRIED**

d. MILLTOWN BASEBALL FIELD AGREEMENT

**RES. NO. 34/26**

**Moved by** Councillor Greenlaw

**Seconded by** Councillor Hyslop

**THAT** the Mayor and Clerk be authorized to sign the within Operations and Maintenance Agreement for the Milltown Baseball Diamond on behalf of the Municipal District of St. Stephen.

**MOTION CARRIED**

e. PARKS DEPARTMENT - TRUCK REPLACEMENT

**RES. NO. 35/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Greenlaw

**THAT** Council approves the purchase of a 2026 Toyota Tacoma from Saint John Toyota at the cost of \$52,296.79 plus HST.

**MOTION CARRIED**

f. SKATE PARK LOCATION

**RES. NO. 36/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Rodas

**THAT** Council approves the conversion of the portion of the parking lot located off of Burton Avenue into a skatepark. Further, that Council directs administration to undertake such steps as may be necessary for the establishment of a skatepark at the location for the 2026 season.

**MOTION CARRIED**

g. DOWNTOWN FACADE IMPROVEMENT PROGRAM  
APPLICATION

**RES. NO. 37/26**

**Moved by** Councillor Hyslop

**Seconded by** Councillor Cornish

**THAT** Council of the Municipal District of St. Stephen:

1. Approve an application under the Downtown Façade Improvement Program for Top Shelf Cabinets Inc., 47 Milltown Blvd, in the amount of \$4,750;
2. Confirm that funding is limited to eligible project components;
3. Deny funding for the proposed metal siding component;
4. Require staff review and approval of final design;
5. Require all permits prior to commencement of work.

**MOTION CARRIED**

h. POLICY GOVERNANCE FRAMEWORK

**RES. NO. 38/26**

**Moved by** Deputy Mayor Wheaton

**Seconded by** Councillor Greenlaw

**THAT** Council approves the Policy Governance Framework as presented.

**MOTION CARRIED**

J. COUNCIL REPORTS

**RES. NO. 39/26**

**Moved by** Councillor Harding

**Seconded by** Councillor Greenlaw

**THAT** the Council Reports be acknowledged and received.

**MOTION CARRIED**

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

**K. ADJOURNMENT**

**RES. NO. 40/26**

**Moved by** Councillor Rodas

**Seconded by** Councillor Hyslop

**THAT** the meeting be adjourned at 7:15 p.m.

**MOTION CARRIED**

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Mayor

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Clerk