

Town of St. George's  
Regular Council Meeting

Minutes of a regular meeting of the council  
of the Town of St. George's, held in the  
Town Hall, April 2, 2018

*Members Present*

Mayor D. Conway  
Deputy Mayor T. Messervey  
Councillors: C. White  
A. Tobin  
R. Williams

*Also Present*

Town Manager J. Butt  
Town Clerk D. Woolridge

*Public in Attendance*

Seven members of the public were in attendance.

*Call to Order*

Mayor Conway called the meeting to order at 7 p.m.

*Adoption of Minutes:*

*Reg. Mtg. of Mar. 5, 2018*  
**Regular Meeting of March 5, 2018**  
Motion #18 - 36 Tobin/White  
Resolved that minutes of the regular meeting of March 5, 2018 be adopted as circulated. All in favour. Motion carried.

*Priv. Mtg. of Mar. 12, 2018*

**Privileged Meeting of March 12, 2018**  
Motion #18 - 37 White/Messervey  
Resolved that minutes of the privileged meeting of March 12, 2018 be adopted as circulated. All in favour. Motion carried.

*Priv. Mtg. of Mar. 14, 2018*

**Privileged Meeting of March 14, 2018**  
Motion #18 - 38 Williams/White  
Resolved that minutes of the privileged meeting of March 14, 2018 be adopted as circulated. All in favour. Motion carried.

*Priv. Mtg. of Mar. 26, 2018*

**Privileged Meeting of March 26, 2018**  
Motion #18 - 39 Tobin/Messervey  
Resolved that minutes of the privileged meeting of March 26, 2018 be adopted as circulated. All in favour. Motion carried.

*Business Arising*

The following motions from the privileged meetings were ratified:  
Motion #18 - 40 Williams/Tobin (#18-29)  
Resolved that we retain Stewart McKelvey to research and pursue the investigation with respect to harassment to a limit of \$1,000.00. All in favour. Motion carried.

Motion #18 - 41 White/Williams (#18 - 31)  
Resolved to accept the tax agreement as presented for \$20,000 in lieu of property and business tax for Western Logging (on the storage building) until December 31, 2018, to be reviewed yearly. All in favour. Motion carried.

Motion #18 - 42 White/Williams (#18 - 32)  
Resolved that any entities other than Western Logging that ship out of Turf Point will have to pay a tonnage fee of five cents/tonne until December 31, 2018. All in favour. Motion carried.

Motion #18 - 43 Messervey/Tobin (#18 - 34)  
Resolved to move forward with the proposal as presented (to supply consulting services for a Municipal Plan & Development Regulations Review by HMJ Consulting Limited of Halifax, NS) for the offered price of a lump sum of \$19,995 + HST. All in favour. Motion carried.

## *Delegations*

One resident had asked to speak at tonight's meeting. His concern was the two stream program for waste that will start in July requiring clear and transparent blue bags when so many people have a quantity of the regular garbage bags on hand. He proposed that council send a letter asking to have the program deferred. This matter is out of council's hands. The resident also inquired as to the liabilities of the Town with regard to insurance for the proposed wharf. This can only be ascertained after drawings are drafted by the committee.

## *Committee Reports:*

### *a) Finance*

- 1) Motion #18 - 44 White/Tobin Resolved that general invoices of \$21,847.52 be approved for payment. All in favour. Motion carried.
- 2) Bank balances and outstanding loan totals were reported as of March 30, 2018. Expense report shows 19.20% of budget used to April 2, 2018.
- 3) Aged Receivables show 60.96% of current property taxes collected to date, 51.58% of water/sewer rates, and 73.54% of business taxes. 99.07% of prior property taxes, 99.02% of water/sewer, and 100% of business taxes have been collected.

### 4) Motion #18 - 45 Tobin/White

Resolved to write off taxes for two accounts amounting to \$232.20 that are not collectible. All in favour. Motion carried.

### *b) Projects*

Moisture resulted in a bubble in the library flooring. Harvey Gale & Son had recommended putting in a French drain. We are waiting to hear from the contractors/consultants.

### *c) Fire Department*

One chimney fire and two medical calls were attended by the Fire Department in March.

The Provincial government released the information that funding for the Fire Hall Extension has been approved. We are still waiting for the official letter. Our cost is \$116,000. If combined with the remaining portion of our current Capital Works Loan to total \$191,446.29, our monthly payment would increase by \$376.76.

### *d) Stadium/Recreation*

The ice is off after another successful season. The deficit to date is \$30,112.23. Billing rates for the tournament was discussed.

### Motion #18 - 46 White/Tobin

Resolved to keep the billing as in previous years, but in future regular rates will apply. All in favour. Motion carried.

### *e) Roads*

Councillor White informed council that he had spoken to the Department of Transportation and Works regarding the road in front of the Fire Hall. Mr. Janes told him it is a priority to get fixed.

## *Unfinished Business*

- a) **Municipal Plan and Development Regulations** and
- b) **CIP Application - Gas Tax**

A Capital Investment Plan Application was submitted on March 15 for Gas Tax Funding for the Municipal Plan and Development Regulations Review. No decision has been made to date.

### **c) Joint Tender - Sanitary Collection**

We are still waiting for information from the Town of Stephenville on the joint tender for collection services.

**d) OH&S Inspection Update**

Deadline for submitting manuals for the Respiratory Protection Program has been extended to April 15, 2018.

**a) Business Taxation - Legitimate vs Direct Selling/Backyard Shops**

Complaints have been received from legitimate businesses asking what council is prepared to do with regard to the number of people operating without having a permit or being taxed. Jocelyn recommended instituting a Direct Seller's Charge in our Municipal Tax Structure for the 2019 taxation year requiring them to have a permit, and having the regulations enforced.

**b) BioMaxx Invoice - Outfall Flow Meter Maintenance, etc.**

An invoice was received for the 1<sup>st</sup> Quarter covering January 1-March 31, 2018 for \$1840.00 for database reporting, outfall sampling, and flow meter maintenance. This was amended to \$741.75 after Jocelyn inquired as to why we weren't officially notified of the increase and additional quarterly fees for maintenance. Apparently the 12 month warranty on the flow meter expired in October 2017 and it is mandatory to continue standard quarterly monitoring, reporting and maintenance. Because we did not budget for this, BioMaxx won't charge for labour until the third quarter. Sampling rates are due to increase in July.

**c) Sale by Tender - Used Equipment**

Motion #18 - 47 Tobin/White

Resolved to issue a sale by tender, "as is, where is," for the 2009 GMC Sierra Pickup with a reserve of \$500.00. All in favour. Motion carried.

**d) Tender Call - LED Ballasts/Lamps**

Motion #18 - 48 Tobin/Messervey

Resolved to invite tenders for the installation of LED Ballasts/Lamps for the Siki Bennett Memorial Stadium. All in favour. Motion carried.

**e) Update - St. George's Medical Clinic**

A reply from Danielle Shea of Western Health informs us that we presently have nurse practitioner services four days/week in St. George's. Recruitment continues for their full time NP positions.

**f) Amendments - Rules of Procedure**

Motion #18 - 49 White/Messervey

Resolved to adopt the amendments to the Rules of Procedure as presented. All in favour. Motion carried.

These changes replaced the words "the clerk" in items 3, 12(1) and (2), with "clerk/manager;" replaced " the clerk has placed a copy of the agenda in the councillor's mailbox located in the Town Office" with the words "the clerk/manager has emailed the agenda to all members of council;" and added item 9(4) "Delegations may speak on agenda items provided they are submitted in accordance with Rule 12(2). Only one person of a delegation may speak for not longer than five minutes. Once an agenda item has been addressed by council it will not be accepted as an agenda item for ongoing debate at subsequent meetings."

**g) Indiscriminate Dumping**

Several cases of indiscriminate dumping are being investigated. The town manager recommends two video surveillance cameras be put in place with GPS location sensors in case of theft and signage to let the public know cameras are in place.

Motion #18 - 50 White/Tobin

Resolved that we purchase one camera for \$699.00. All in favour.  
Motion carried.

Western Logging will be invited to partner with us in purchasing a camera and maybe we will be able to borrow some from the Town of Stephenville.

**h) Asset Management - Gas Tax**

When Gas Tax Funding is renewed in 2019, a module from Townsuite will be necessary to record Asset Management Planning. Grants through FCM of \$50,000 may be available if eligible. Costs will be obtained for the initial set-up and the ongoing operational costs.

**i) Inventory/Purchase Order Module**

A module is also available from Town Suite to record inventory and purchase orders. Items would be accounted for and replaced when used.

*Incoming Correspondence*

- 1) A letter from Eddy Joyce, Minister of Municipal Affairs and Environment, in response to our letter of January 16, 2018 requesting that our funding ratio be reduced by a single band due to the regional nature of the Fire Hall. Mr. Joyce replied that a project or application can only be considered regional if more than one incorporated community agrees to fund the capital and operational costs of the facility. We would need to provide a service agreement and a capital contribution agreement with at least one other incorporated community.
- 2) A letter of engagement from Keith A. Penney, Chartered Professional Accountant, to audit the financial statements of the Town of St. George's for the year ended December 31, 2017 for the mayor's signature.
- 3) A 2018 Spring Training Circular from the Department of Municipal Affairs and Environment listing the training and development opportunities for elected officials and municipal administrators.
- 4) Approval to Borrow from DMAE for the amount of \$8,977.66 to finance our share of Project #17-SCF-18-00018 - Chlorination Building Upgrading.
- 5) Approval to Borrow from DMAE for the amount of \$9,223.36 to finance the GST portion of the above project.
- 6) A reply from Ed Hogan, Labour Relations Specialist with NAPE, concurring with the Western Office representative's response to our request to have the town clerk position removed from the collective agreement.
- 7) An email from BellAliant informing us that the introduction of the new area code 879 and local 10-digit dialing for the 709 area code have been postponed until further notice.
- 8) An email from MNL re the Municipal Symposium to be held in Gander, May 3-5, 2018.
- 9) A request for support from Easter Seals, Newfoundland and Labrador.

- 10) A thank you card from Appalachia High School for our donation toward Safe Prom 2018.
- 11) An invitation from Appalachia High School to the Senior Prom on Friday, May 4, 2018. Deputy Mayor Tanya Messervey will attend.

*Outgoing Correspondence*

- 1) A letter to the Department of Transportation and Works with regard to the condition of the provincially owned roads in town.
- 2) A letter to Western Logging Ltd. re tax agreement.

*Privileged*

Motion #18 - 51 White/Tobin  
Resolved that this portion of the meeting be declared privileged.  
All in favour. Motion carried.

Members of the public in attendance then left the meeting.

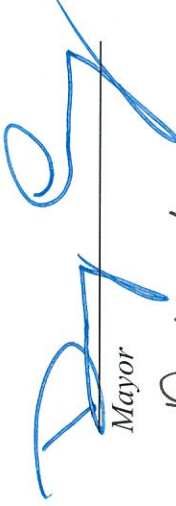
Members for the Wharf Committee were selected; the hiring committee is in place for interviews for the new Accounts Receivable Clerk position.


Motion #18 - 52 White/Messervey  
Resolved that we engage a lawyer for the pending court case. All in favour. Motion carried.

*Adjournment*

Motion #18 - 53 White/Tobin  
Resolved that meeting do now adjourn to meet again on May 7, 2018. All in favour. Motion carried.

Meeting adjourned at 8:28 p.m.

  
Mayor

  
Clerk