

**Town of St. George's
Regular Council Meeting**

**Minutes of a Regular Meeting of
The Town of St. George's held in
Town Hall July 6,2020**

<i>Members Present</i>	Mayor	D. Conway
	Councillors	A. Tobin C. White R. Williams R. Blanchard
<i>Also Present</i>	Town Manager/ Clerk	J. Butt
	Assistant Town Clerk	S. Bennett
<i>Call to Order</i>	Mayor D. Conway called the meeting to order at 7:00 p.m. The Mayor welcomed Council members and the public in attendance through electronic means via Facebook Live.	
<i>Adoption of Agenda</i>	Motion #20 - 98 Councillor White/ Councillor Tobin Be it resolved to adopt the agenda as presented. All in favor. Motion carried.	
<i>Delegations & Proclamations</i>	N/A	
<i>Adoption of Minutes</i>	Motion #20 – 99 Councillor Tobin/ Councillor White Be it resolved to adopt the minutes from our regular meeting held on June 1 st , 2020. All in favor. Motion carried.	
	Motion #20 – 100 Councillor White/ Councillor Tobin Be it resolved to adopt the minutes from a Special meeting that was held on June 5 th ,2020. All in favor. Motion carried.	
	Motion #20 – 101 Councillor Tobin / Councillor White Be it resolved to adopt the minutes of a Special meeting that was held on June 15 th ,2020. All in favor. Motion carried.	
<i>Business arising from Minutes</i>	N/A	
<i>Committee Reports</i>	(1) Motion #20 – 102 Councillor Williams / Councillor White Be it resolved that General Invoices in the amount of \$45,135.83 be approved for payment. All in favor. Motion carried.	
a) <i>Finance</i>	(2) Motion #20 – 103 Councillor Tobin / Councillor White Be it resolved that invoice #CB0163 for DMG Consulting Limited Progress Billing #3 Project 17-Gi-20-00043 Water Storage Tank Replacement in the amount of \$1,259.25 be approved for payment from the Projects Account. All in favor. Motion carried.	
	(3) Current Bank Balances were given.	

(4) Aged Receivables report shows that as of June 30th, 2020 property taxes at 82.66 % collected, water and sewer taxes at 74.76% and business tax at 80.81 %. In June there was a total of 157 reminders for taxation sent out even though the date was extended from March 31st, 2020 to April 30th,2020.

(5) Expense and Revenue Report shows expenses at 41.2% to end June 2020 and income at 81.23%.

b) *Projects*

Chlorination Building Upgrade/New Water Storage Tank Replacement

The update on the Chlorination Building Upgrade was discussed, Town Manager said the subcontractors will be in town tomorrow to take a look at the inside of the Chlorination Building and complete the electrical work. They worked on the fences and completed the concrete post supports and slightly lifted the fence, however the fence closest to Steel Mountain Road still needs to be addressed so the Town Manager will be speaking to our Consultant on this matter.

An update was given on the New Water Storage Tank, Greatario was the successful proponent. The RFP Contract is now being drafted for signature. Work is expected to begin late July or early August and the expected date to be completed is October 2020.

c) *Fire Department*

(1) June Fire Reports

There was one fire incident for the month of June that was a Brush, Woods and Grass fire at 342 Main Street in St. George's.

d) *Stadium/Recreation*

(1) Financial Statement

As of June 30th,2020 the Siki Bennett Memorial Stadium has a deficit of \$32,306.92.

(2) Arena Operations Guidance

A discussion took place on whether the Siki Bennett Memorial Stadium would be re-opening in the fall of 2020. If the stadium were to open under the current guidelines we would have to have a minimum of two full time employees for every hour we are open, which would mean the salaries would double from a budgeted \$14,359 to over \$28,000. This was not budgeted for and we do not have monies available to offset. Mayor Conway stated because of COVID-19 intervals between bookings would increase from 15 minute intervals to one hour intervals as every surface touched would have to be cleaned and sanitized. As of the last meeting on Arena's operation hockey cannot be played, only skill training and we are not in a position to open the Stadium due to Covid-19 restrictions and employee limitations at this time. We would need hand washing stations or sanitizing stations at entrances, also if people enter through one door they would have to exit through another. We are also responsible to ensure social distancing is maintained while on the property including the parking lot. So far this year the Town has spent a total of \$4,000.00 on PPE related to Covid-19.

e) *Roads*

(1) ATV Use on Municipal Roads (Sample Regulations)

The Town has received a sample of All-Terrain Vehicle Regulations from The Town of Stephenville, but since Steel Mountain Rd and Main Street are owned by the Department of Transportation and Works which we have no jurisdiction over our regulations would only pertain to side roads.

f) *Divestiture Committee*

Councillor White gave an update on the Marina. In relation to the Marina project itself there are repairs that have to be conducted before we can sign the agreement for take over. During the winter we experienced some erosion and movement of blocks. It appears that the current anchors are insufficient to prevent movement. DFO had an

engineer come out and look at it and the engineer will be making recommendations on the repair. Councillor White recommended until this issue is rectified that we postpone the signing of the agreement.

1) Grant

Town Manager informed Council that the Grant paperwork is in and asked if we should get our lawyer to review the Grant or if we should get Councillors to sign off on it as it was written by Federal Governments Lawyers. A meeting will be set up with the Divestiture Committee so they can review the document. The Town Manager also stated that we do have all the documents completed for insurance but have not yet received any quotes. The biggest concern is the towns liability, before moving forward all deficiencies will have to be addressed and the proper repairs be completed.

g) Permits

(1) General Repair Permits

Motion #20 – 104 Councillor White/ Councillor Tobin

Be it resolved that General Repair Permits 1063, 1064, 1067, 1069, 1070,1071, 1073, 1074, 1076, 1077, 1079, 1081, 1082, 1083, 1085, 1086, 1087,1088,1091,1093, 1094, 1097, 1098, 1100,1101, 1102, and 1104 be accepted as presented. All in favor. Motion carried.

Motion #20 – 105 Councillor White/ Councillor Tobin

Be it resolved that General Repair Permit 1072 be accepted as presented.

In Favor Mayor D. Conway
 Councillor R. Williams
 Councillor C. White
 Councillor A. Tobin
Abstained: Councillor R. Blanchard.

Motion carried.

Motion #20 – 106 Councillor White/ Councillor Tobin

Be it resolved that General Repair Permit 1096 be accepted as presented. All in favor. Motion carried.

(2) Building Permits

Motion # 20 – 107 Councillor Tobin/ Councillor Williams

Be it resolved that Building Permits 1065, 1066, 1068, 1075, 1078, 1084, 1090, 1092 and 1095 be accepted as presented. All in favor. Motion carried.

(3) Demolition Permits

Motion #20 – 108 Councillor White/ Councillor Tobin

Be it resolved that Demolition Permits 1080, 1089, 1099 and 1103 be accepted as presented All in favor. Motion carried.

(4) Application for Agriculture Permit

Motion #20 – 109 Councillor White/ Councillor Tobin

Be it resolved that Approval in Principle be granted for the building of a chicken coop to house 12 chickens at 398 Main St. All in favor. Motion carried.

Motion #20- 110 Councillor White/ Councillor Williams

Be it resolved that the Approval in Principle be granted to raise 8 chickens at 29 Butts Lane. All in favor. Motion carried.

Unfinished Business

Assessment of Properties

a) Town Manager did an assessment on properties starting in Shallop Cove to Steel Mountain Road and all areas in between. She identified over 40 properties with areas of concern. Further direction will be required from Council as to what action needs to be taken. A further discussion will take place by council on this matter.

New Business

a) Motion #20 – 111 Councillor White/ Councillor Williams
Be it resolved to adopt the Emergency Plan for Town of Stephenville and Associated Bay St. George Communities. All in favor. Motion carried.

b) Motion #20 - 112 Councillor White/ Councillor Tobin
Under the Authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of St. George's adopts the Municipal Plan for 2019 to 2029. All in favor. Motion carried.

Motion #20 – 113 Councillor Tobin/ Councillor White
Under the Authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of St. George's adopts the Development Regulations for 2019 to 2029. All in favor. Motion carried.

c) Motion #20 – 114 Councillor White/ Councillor Williams
Be it resolved that Sherry Bennett be appointed Assistant Town Clerk retroactive to 01 June 2020. All in favor. Motion carried.

d) Motion #20 – 115 Councillor Tobin/ Councillor White
Be it resolved that the Town of St. George's submit it Capital Investment Plan to the Department of Municipal Affairs and Environment for Gas Tax Funding in the amount of \$2,748.50 for Energy Efficiency Upgrade Town Warehouse. All in favor. Motion carried.

e) Motion #20 – 116 Councillor White/ Councillor Tobin
Be it resolved to accept cost-shared funding as outlined in the Municipal Affairs and Environment project approval letter dated June 19th, 2020 to complete 17-GI-21-00058- New Drilled Well for \$218,825.00. The Town of St. George's agrees to provide \$19,844.00 Municipal Share Value in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Municipal Affairs and Environment on behalf of the Town of St. George's. All in favor. Motion carried.

f) Motion #20 – 117 Councillor Tobin/ Councillor White
Be it resolved that approval for Sale by Public Tender of one (1) 2007 Caterpillar 950H Loader with bucket and snow removal equipment be granted. All in favor. Motion carried.

g) WERAC – Engage NL

On Feb 28, 2020 government directed the Wilderness and Ecological Reserves Advisory Council (WERAC) to release a plan for protecting natural areas on the Island of Newfoundland. Phase 1 of public consultation on the Protected Areas Plan extends until October 1, 2020. The public can access the Plan and an online feedback for it at www.engageNL.ca. A date will be set for WERAC to meet with Council and have a public discussion.

h) Town Liability Planning Area Re. Flat Island/Sandy Point

The Town Manager discussed liabilities associated within any area inside of our planning area and how the Town maybe held liable regarding permitting. The Town has the authority to stop any work within the planning area if permitting hasn't been sought through the proper channels. We have a responsibility to protect the Town and our people, and let people know that they as well can be held personally liable for carrying out work without proper permitting.

Other Business

N/A

Incoming Correspondence

a) FCM Payment Reminder

A letter was received from FCM as a reminder that the payment of \$30,447.86 is due on July 27, 2020 and the amount will be withdrawn for Loan: GF5348 from the account, according to the Pre-authorized Debit agreement.

b) Changes in Procurement Thresholds due to Covid – 19 Pandemic Situations

A Circular was received informing all Municipalities and All Local Service Districts that effective immediately, the Public Procurement Regulations and associated Policy have been amended. There are four major changes to take note of.

- 1. Short Term Increases to the thresholds for Engineering and Architectural Services**
- 2. Increased Thresholds at which an Open Call for Bids is Required**
- 3. Addition of a Provincial Supplier Preference Provision**
- 4. Reporting Requirements**

c) Memorandum – Amendments to Public Procurement Framework

A Memorandum was received regarding Amendments to the Public Procurement Framework effective June 1st, 2020 the Public Procurement Regulations have been amended to provide for increased thresholds at which an open call is required. For further information these changes and the application of same are provided in Public Procurement Policy, which is available at:

<https://www.gov.nl.ca/ppa/division/policy/>

d) Letter- Guidance for Wastewater Collection and Wastewater Treatment Operators during Covid-19

A letter was received from DMAE with guidelines to follow operational guidance on the operation and maintenance of wastewater collection and wastewater treatment systems during the COVID-19 pandemic.

e) Letter- Bay St. George Pride Donation Request

A letter was received from the Bay St. George Price requesting a donation toward this year's Pride events. The Town will not be donating to this event.

f) Letter – Making Lemonade with Youth Ventures Waiving of Permit Costs.

A letter was received from Youth Ventures Program asking for our support with young entrepreneurs to waive permits and licenses for these types of summer businesses. Mayor Conway agreed that if anyone should make a request individually they will waiver permits or licenses.

g) Report-MNL Presidents Report

A report was received from the President of MNL regarding the Local leadership during a worldwide pandemic and how MNL is changing our business model to serve us better.

h) Letter – Make A Wish Donation Thanks

A letter of thanks was received from Make A Wish Foundation thanking us for our contribution of \$50.00 to help grant a child's single-most heartfelt wish.

i) Letter – Dynamic Engineering

A letter was received from Dynamic Engineering Ltd

j) Circular - NL Life with COVID-19 Implications for Municipalities

A circular was received from NL Life with information on implications for Municipalities and public health guidelines for all Alert Levels and Municipal Operations.

Outgoing Correspondence

(a) **Letter – Provincially Owned Roads Specifically 172 & 172 A Main St.**
A letter was sent to the Minister of Transportation and Works regarding issues affecting our residents due to neglected maintenance of route 461, including the poor or no maintenance of catch basins, collapsed/ blocked culverts and ditching.

(b) **Letter – Impact of Covid-19 on Municipalities**

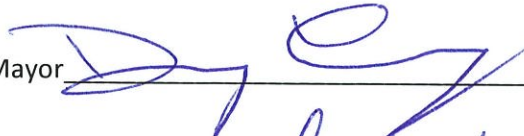
A letter was sent to the Prime Minister of Canada asking to provide emergency operational funding to municipalities in Newfoundland and Labrador.

Adjournment

Motion #20 – 118 Councillor White/ Councillor Tobin
Resolved that the meeting does now adjourn. All in favor. Motion carried.

Meeting adjourned at 7:42 p.m.

Next meeting will be held on August 10th, 2020

Mayor 
Town Manager/Clerk 