Minutes of a Regular Meeting of the Council of
The Town of St. George’s held in
Town Hall, January 6th, 2020

Members
Mayor D. Conway
Deputy Mayor T. Messervey
Councillors C. White
A. Tobin
M. Fleming
R. Blanchard
R. Williams

Also, present
Town Clerk J. Butt
Assistant Town Clerk T. Garnier

Public in Attendance
One resident in attendance.

Call to Order
Mayor Conway called the meeting to order at 7:00 p.m.
The Mayor wished everyone a Happy New Year, welcomed
one resident in attendance & welcomed Councillor C. White,
who attended by electronic means.

Adoption of Agenda
Motion # 20 – 01 Williams/ White
Resolve to adopt the agenda. All in favor. Motion carried.

Delegations &
Proclamations
a) Request for Street Light 27 Brakes Road
Resident is requesting a streetlight at 27 Brakes Road, this
residence is currently next to a house which has a street
light near. Town regulations state that streetlights are
placed every fourth pole.

Resident will be contacted and made aware of the
regulations. Council denied having another streetlight
installed.

Adoption of Minutes
Reg.Mtg. Dec 2, 2019
Motion # 20 – 02 Tobin/ Williams
Resolve to adopt the minutes from regular meeting,
December 2, 2019. All in favor. Motion carried.

Spec.Mtg. Dec 12, 2019
Motion # 20 – 03 White/ Messervey
Resolve to adopt the minutes from special meeting,
December 12, 2019. All in favor. Motion carried.

Business Arising
from Minutes
N/A

Committee Reports
Finances
1) Motion # 20 – 04 Tobin/ Blanchard
Resolved that general invoices of $37,128.41 be approved
for payment. All in favor. Motion carried.
2) Motion # 20 – 05 Messervey/ Fleming
Be it resolved to pay DMG Consulting Limited for Invoice CB0090 Progress Billing Project 17-GI-20-00043 Water Storage Tank Replacement in the amount of $7,210.50 from Projects Account upon payment from DMAE. All in favor. Motion carried.

3) Motion # 20 – 06 Tobin/ Williams
Be it resolved to pay EnviroMed Invoice 35342 Combined Onsite Commissioning/ Service/ Assessment Siki Bennett Memorial Stadium in the amount of $2,341.98 from the Gas Tax Account. All in favor. Motion carried.

4) Current Bank Balances were given.

5) Aged Receivables report shows as of December 31^{st}, 2019 property taxes at 97.61% collected, water and sewer taxes at 95.49% and business at 99.61%. The Town of St. George’s met the tax recovery plan for 2019.

6) Expense report shows 86.31% of the budget had been used to December 31, 2019. Income totals 92.40% used.

b) Projects

Chlorination Building Upgrade/ New Water Storage Tank Replacement
The chlorination building upgrade deficiencies dealing with the gate installation/ associated road will be rectified.

The New Water Storage Tank Replacement’s Tender is almost complete and should be out later this month.

c) Fire Department

There were four incidents for the month of December. On December 18^{th} there was a medical call on Harview’s lane. On December 26^{th} there was a mutual aid incident on Steel Mountain Road. On December 30^{th} there was a medical call on Main Street. On January 1^{st} a medical call was received from Muise’s Lane.

The Town Manager posted on the Town’s website that the Fire Department is recruiting for 2020.

d) Stadium/ Recreation

1) Financial statement was presented.

The dehumidifier that PAB was providing the Rec Plex with was not operational, the compressor was also gone in it. The price of a new one would be an estimated cost of $10,000.00 plus, with installation cost.

Cimco provided information on a new dehumidifier however no quote was provided at the time. The stadium temperature needs to be below zero in order to maintain ice bookings. If the temperature gets too high, there are safety risks associated with condensation.
e) Roads

Snow clearing has been going well, the letters that were sent out including liability waivers have been brought back to the office. We are currently waiting on the last two to be returned.

There is a leak on Courthouse Road which Public Work employees will be attending to on January 7, 2020.

f) Divestiture Committee Report

The signage has been placed at the Marina, which indicates it is closed for the season and please keep out. As it stands, there are no current issues with ice around the floating docks.

Permits

1) Building/ General Repair / Demolition
Motion # 20 – 07 Fleming/ Tobin
Be it resolved that we accept the 2 General Repair Permits as presented. All in favor. Motion carried.

Motion # 20 – 08 Fleming/ Messervey
Be it resolved that we accept the 2 Building permits as presented. All in favor. Motion carried.

Motion # 20 – 09 Blanchard/ Fleming
Be it resolved that we accept the 1 Demolition permit as presented. All in favor. Motion carried.

Unfinished Business

A letter was received with the revised allocation of $379,730.00 for the new pumper.

New Business

a) Motion- Approval Tax Recovery Plan 2020
Motion # 20 – 10 Fleming/ Messervey
Be it resolved that we do adopt and implement the Tax Recovery Plan as presented for 2020. All in favor. Motion carried.

b) Crown Land Application- 156099
Motion # 20 – 11 Tobin/ Williams
Be it resolved that we do accept Crown Land Application 156099 for a development of a cottage in the Dribble Brook area. All in favor. Motion carried.

c) Regular Council Meeting Schedule 2020

The schedule has been published regarding Regular Council Meeting Dates for 2020. If any Holiday falls on a Monday, the meeting will be held on the Tuesday.

January 7th, 2020- Monday
February 3rd, 2020- Monday
March 2nd, 2020- Monday
April 6th, 2020 - Monday
May 4th, 2020- Monday
June 1st, 2020- Monday
July 6th, 2020- Monday
August 4th, 2020- Tuesday
September 8th, 2020- Tuesday
October 5th, 2020- Monday
November 2nd, 2020- Monday
December 7th, 2020- Monday
d) Approval for Sale by Public Tender - Caterpillar 950H Wheel Loader
Motion # 20 – 12 Fleming/ Tobin
Be it resolved that we do issue a Public Tender for the sale of the Caterpillar 950H Loader including Blade, Wing & Bucket, with a reserve price of $95,000.00. All in favor. Motion carried.

e) Appointment of Assessment Commissioner
Motion # 20 – 13 Tobin/ Messervey
Be it resolved that we do appoint James Mercer P.O. BOX 421 Stephenville Crossing, NL A0N 2C0 for one-year period commencing January 1, 2020 as the Assessment Review Commissioner for the Town of St. George’s. All in favor. Motion carried.

f) Auditor Letter of Engagement
Motion # 20 – 14 Tobin/ Messervey
Be it resolved that we do sign the Letter of Engagement to Audit Financial Statement year ended December 31, 2019 as provided by Brian N. Hillier Chartered Professional Accountant. All in favor. Motion carried.

N/A

Incoming Correspondence

a) Memo- MAA Update on Municipal Assessment, Dec 2, 2019
Municipal Assessment Agency sent a memo regarding an update. The Board of Directors for the Municipal Assessment Agency met in St. John’s on November 14, 2019 during the annual Municipalities Newfoundland & Labrador (MNL) Convention and Trade Show. Issues addressed are included in the memo.

b) Memo- MAA Update on Municipal Assessment, Dec 16, 2019
Municipal Assessment Agency sent a memo regarding an update. The Board of Directors for the Municipal Assessment Agency met in St. John’s on December 6, 2019. The main item of business was the review and acceptance of the 2020 budget. This year, the fees to clients will remain at $26 per assessed parcel (no charge for Crown land or low value land).

c) Memo- MAA Supplemental Notice Level Change
A memo was received regarding the Supplemental Notice Level. The Municipal Assessment Agency’s Board of Directors has approved a change in their supplemental policy. Effective January 1, 2020, the Agency will not produce supplemental notices where the change in value is less than $5,000. Only supplemental notices and rolls will be impacted by this change.
d) **Circular- DMAE Procurement Policy Professional Services**

An information circular was received from Department of Municipal Affairs & Environment. This circular included an attached document of the Procurement Policy Professional Services issued on December 2, 2019 for the Department of Municipal Affairs & Environment.

e) **Donation Request- Canadian Red Cross**

A letter was received from the Canadian Red Cross, requesting donations.

f) **Email- Tim Horton’s Pitch in Week**

An email was received regarding a clean up week taking place April 19-26, 2020. Tim Horton’s will provide bags to help communities pitch in.

g) **Letter- FCM Payment Reminder**

A payment reminder was received regarding the GMF Loan Agreement between St. George’s, Town of the Federation of Canadian Municipalities.

h) **Letter- DMAE Fire Services Division- Commercial Vehicle Inspection Requirements and Insurance**

A letter was received to inform Mayors, Managers & Fire Chiefs regarding Commercial Vehicle Inspection Requirements and Insurance. This is to ensure the safe operation of fire department vehicles. A link was provided regarding information for inspection requirements by Service NL.

i) **Email- Support Letter Request Nature Conservancy**

An email was received from the NL Stewardship Coordinator of the Nature Conservancy of Canada regarding an annual Sandy Point Beach Clean-up. Looking for a letter of support for a funding application. The application is for funds to support their volunteer & citizen science initiatives. Deadline for this letter is Wednesday, January 8, 2020.

j) **Donation Request- Ronald McDonald House Newfoundland & Labrador**

A donation request was received from the Ronald McDonald House Newfoundland & Labrador requesting any donations.

Motion # 20 – 15 Tobin/ Blanchard
Be it resolved that we donate $100.00 to the Ronald McDonald House Newfoundland & Labrador. All in favor. Motion carried.
k) **Email- Permitting Requirements Working Within 15 Metres of a Waterbody (excluding wetlands)**
An email was received from Department of Municipal Affairs and Environment regarding Permitting Requirements Working Within 15 Metres of a Waterbody (excluding wetlands).
All information is provided in the email, followed by links where forms and applications can be located.

l) **Letter- Concerns over MNL Fees, Salaries etc.**
A letter was received regarding concerns over MNL Fees, especially how these fees impact smaller communities.

a) **Letter- Approval in Principle 361 Main Street**
A letter was conducted for the request for approval in principle (building application) 361 Main Street. This was approved at the regular meeting of Council on December 2nd, 2019. The Town Manager then completed and sent the letter on December 3, 2019.

Motion # 20 – 16 White/ Messervey
Resolved that the meeting does now adjourn. All in favor. Motion carried.

Next meeting to be held February 3rd, 2020 @ 7:00p.m.

Meeting adjourned at 7:34 p.m.

[Signatures]

**Mayor**

**Clerk**