

**Town of St. George's
Minutes of Regular Meeting of the Council
of The Town of St. George's held in
Town Hall on April 5th,2021**

Members Present

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| Mayor | D. Conway |
| Deputy Mayor | T. Messervey |
| Councillors | E. Alexander C. White R. Williams A. Tobin |

Also Present

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|----------------------|------------|
| Town Manager/Clerk | J. Butt |
| Assistant Town Clerk | S. Bennett |

Call to Order

Mayor Conway called the meeting to order at 7:03 p.m. and welcomed, Deputy Mayor T. Messervey, Councillor C. White, Councillor R. Williams, Councillor A. Tobin who attended in person and Councillor E. Alexander and the public who attended through electronic means via Zoom.

Adoption of Agenda

Motion #21 – 70 Councillor A. Tobin/Councillor R. Williams
Be it resolved to adopt the Agenda as presented.
All in favor. Motion carried.

Adoption of Minutes

Regular Meeting Minutes of March 8th, 2021
Motion #21 – 71 Deputy Mayor T. Messervey/Councillor C. White
Be it resolved to adopt the minutes from a Regular Meeting held on March 8th, 2021.
All in favor. Motion carried.

Special Meeting Minutes of March 29th,2021
Motion #21 – 72 Deputy Mayor T. Messervey/Councillor E. Alexander
Be it resolved to adopt the minutes from a Special Meeting held on March 29th, 2021.
All in favor. Motion carried.

Committee Reports
a) Finance

1) Motion #21 – 73 Councillor C. White/Councillor R. Williams
Be it resolved that General Invoices in the amount of \$21,784.59 be approved for payment.
All in favor. Motion carried.

2) Motion #21 – 74 Councillor A. Tobin/Councillor C. White
Be it resolved that the General Invoices in the amount of \$5,552.69 be post approved for payment.
All in favor. Motion carried.

3) Motion #21 – 75 Councillor C. White/Councillor A. Tobin
Be it resolved to pay HMJ Consulting Limited for Task 6 Municipal Plan & Development Regulations Final Invoice in the amount of \$1,138.50 from Gas Tax Account.
All in favor. Motion carried.

4) Current Bank Balances were given.

5) Aged Receivables report shows that as of March 31st, 2021
Property Taxes at 57.29%, Water & Sewer at 50.42% and Business Tax at 67.81%.

6) Expense report at 29.69% for the month of March 2021.

b) Projects

**New Water Storage Tank Replacement/New Drilled Well/
Emergency Generator Chlorination Building**

Town Manager stated that there is nothing new to report on the New Drilled Well/Emergency Generator Chlorination Building.

Town Manager also gave an update on the New Water Storage Tank, the base has been laid and next week they should be starting to build from the floor up, the new water storage tank should be ready by mid June. Decommissioning of the old water tank will commence once the new tank is in place and being used as the water reservoir.

C) Fire Department

1) March Fire Reports

There was a total of 2 Fire Calls for the month of March, 2021:

- a) Mutual Aid call on March 18th, 2021 156 Main Street, St. George's:
- b) Fire Call on March 24th, 2021 dumpster, debris Flintkote Road, St. George's:

2) Meeting Fire-Dept – Flat Bay Brook Representative

On Wednesday April 7th, 2021 at 4 p.m. Mayor Conway, Town Manager J. Butt and Councillor C. White will be meeting with a representative of the St. George's Fire Department and a resident of Flat Bay Brook to discuss the possibility of providing fire services to the 11 residential homes Flat Bay Brook.

3) Ongoing Administration of Fire Department Regulations/ Policies

Mayor Conway and Councillor White are still working with the St. George's Fire Department on new Regulations/Policies.

d) Stadium/Recreation

1) Financial Report

As of March 31st, 2021 the Siki Bennett Memorial Stadium is showing a deficit of \$3,329.12.

e) Roads

Mayor Conway stated that road repairs will be starting soon once an assessment of the roads have been completed. A CIP will be submitted with council approval to use Gas Tax funding to complete the necessary work on Farm Road. Councillor Alexander asked about Main Street in the area of the St. George's Pharmacy but that street is owned by the Province/Department of Transportation & Infrastructure. Town Manager stated that the department has been notified regarding the condition of the town roads.

f) St. George's Marina Committee

Councillor White stated that there will be a meeting scheduled for next week with the committee to discuss signage and rates. The St. George's Marina will be reopening in May.

g) Permits

1) General Repairs

Motion #21 – 76 Deputy Mayor T. Messervey/Councillor E. Alexander Be it resolved to accept General Repair Permits 1198, 1199 and 1201 as presented.

All in favor. Motion carried.

2) Demolition Permit

Motion #21 – 77 Deputy Mayor T. Messervey/Councillor C. White Be it resolved to accept Demolition Permit 1200 as presented.

All in favor. Motion carried.

Unfinished Business

a) ATIPP Cost 2021 & Breakdown of Procedures

As of March 31st, 2021 the total cost for ATIPP Requests is \$8,157.25. This includes Administration and Legal Fee's. Town Manager gave a description of the ATIPP Procedures and stated that for every ATIPP requests received it takes a minimum of 3 hours to complete.

New Business

a) Municipal Stewardship Program

Mayor Conway discussed the Municipal Stewardship Program and stated that they had several meetings and met with a representative of Dept. of Fisheries, Forestry and Agriculture with concerns about Sandy Point which is within our planning area, SAM is willing to partner with the Town and other stakeholders/interested parties to help place new and or restore, signage for Sandy Point. The next step is to advise SAM of Council's commitment, SAM will then draft a formal proposal which will be reviewed by Council.

Motion #21 – 78 Councillor C. White/Deputy Mayor T. Messervey

Be it resolved that we the Town of St. George's do enter into an agreement with Stewardship Association of Municipalities.

All in favor. Motion carried.

a) Letter – ECCM – Municipal Plan and Development Regulations 2019 - 2029 Registered

A letter was received from ECCM to inform the Town of St. George's that the Municipal Plan and Development Regulations 2019-2029 which were approved by Council on the 2nd day of November, 2020 have now been registered.

Council must publish a notice in the Newfoundland and Labrador Gazette within 10 days of this letter. The St. George's Municipal Plan and Development Regulations will come into effect on the date that this notice appears in the Gazette. Council must also place a notice of registration in prominent locations through-out the community and post a notice of registration on its website and social media pages (if applicable).

b) Circular – Department of Transportation & Infrastructure – Preliminary Engineering Requirements, Front End Updates, Tender Amendments, Bidding Process

A Circular was received from Department of Transportation & Infrastructure with information on Preliminary Engineering Requirements, Front End updates, Tender Amendments and Bidding process reminding all Municipalities that status reports are due for fiscal year end by end of business April 8, 2021. This is an extension from the last communicated date. Please ensure all status reports and supporting documentation are submitted in MSIS by that date.

Effect as of March 29, 2021 Tenders advertised on or after May 3, 2021, paper submissions by proponents for bids, on publicly tendered work through Tendering and Contracts using the MERX interface, will no longer be accepted. The instruction to Bidders will be updated and posted with this change for inclusion by Consultants and Public bodies by April 30, 2021.

c) Circular – Department of Transportation & Infrastructure – Updates to Municipal Water, Sewer and Roads Master Construction Specifications

A Circular was received from Department of Transportation & Infrastructure to inform us of an Update to Municipal Water, Sewer, and Roads Master Construction Specifications and will continue the enforcement and strict adherence to these specifications.

This specification is currently available online at:
<https://www.gov.nl.ca/ti/mwsr/#spec>

d) Circular – Department of Transportation & Infrastructure – Reminder of Procurement Record Requirements under Public Procurement Act, 2018

A Circular was received as a reminder to all Municipalities and Local Service Districts funding recipients of their responsibilities under the Public Procurement Act, 2018. To be clear: while the Municipal Infrastructure Division provides funding and assistance for Capital Works Projects, it is the responsibility of the public body (i.e. the Municipality or LSD) to maintain records related to their procurements as outlined below. Should some or all of the administration of these documents be completed by others on the recipient's behalf, they should be provided to the recipient.

e) Memo – Municipal Assessment Agency – Update on Municipal Assessment Agency

A Memo was received from Municipal Assessment Agency to inform us that The Board of Directors for MAA had met via teleconference on February 19, 2021 to address some issues.

f) Letter – St. George's Community Garden and Trails Committee – Development of Community Garden/Trail

A letter was received from the St. George's Garden and Trails Committee thanking Mayor Conway and Councillor White for meeting with them to discuss the funding received under the Covid-19 Stimulus Program and how the committee can be involved in the work that will take place this summer.

The Town of St. George's received a grant for the Trails and Beautification which will create 12 weeks of employment and employ four people for this project.

g) Email – Ronald McDonald House – Family is Medicine

An email was received from the Ronald McDonald House asking for our continued support.

h) Card – Bayview Academy – Donation thanks

The Town of St. George's received a Thank You card from the students and staff of Bayview Academy for a donation made towards the Winter Carnival.

i) Letter – Easter Seals – The Adult Life Skills Program – 1 time donation request

A letter was received from Easter Seals NL requesting a donation.

Outgoing Correspondence

a) Letter – Minister of Environment Climate Change and Municipalities – Proposed Undertaking for Flat Bay Gypsum Tailings Processing

Town Manager sent a letter to the Minister of Environment Climate Change and Municipalities regarding the Proposed Undertaking for Flat Bay Gypsum Tailings Processing.

Adjournment

Motion #21 – 79 Councillor A. Tobin/Deputy Mayor T. Messervey
Be it resolved that the meeting does now adjourn.
All in favor. Motion carried.

Next meeting will be held on Monday May 3rd, 2021.

Meeting adjourned at 7:37 pm.

X 
Mayor

X 
Clerk