



**THE TOWN OF ST. GEORGE
REGULAR MEETING OF COUNCIL**

1) CALL MEETING TO ORDER:

The regular monthly meeting of the St. George Town Council held on Monday, March 9, 2020, in the Council Chambers at Magaguadavic Place was called to order by Acting Mayor Avery at 7:00 pm. Councillors Allison and Murray in attendance. Acting Deputy Mayor Harris and Councillor Cooke were absent. Staff attendance: Jason Gaudet CAO/Clerk, and Chris MacKinnon Administrative Assistant. Public Attendance: Dexter Hanley (SGFD), Alex Henderson (SNBSC), Sari Green (St. Croix Courier), Tracy Craig, Raymond Hall, Ann Middleton, Sam Rubin, Al Grant.

2) OPENING PRAYER:

Pastor Jason Hooper

3) AGENDA:

Moved by Councillor Murray to approve the Agenda, seconded by Councillor Allison. Motion Carried.

4) APPROVAL OF MINUTES:

- a. Moved by Councillor Allison to approve the Minutes February 10, 2020, Regular Meeting of Council, seconded by Councillor Murray. Motion Carried.

5) CONFLICT OF INTEREST DECLARATIONS:

None

6) FIRE REPORT:

Firefighter Dexter Hanley read the report as written by Chief Justin Johnston for the month of February (attached).

7) BUILDING & DEVELOPMENT REPORT:

Alex Henderson, Planning Director, Southwest New Brunswick Service Commission, read the development report as written for the month of February (attached).

8) PRESENTATIONS AND DELEGATIONS:

- a. N/A

9) GENERAL REPORTS:

a. General Government/Personnel:

- Acting Mayor Avery presented the report for the month of February.
- The Town is working with St. Mark's Anglican Church for cemetery restoration with funding from the RDC. This will be a multi-year project.

- Working on plans for rebuilding the canteen and washrooms at Canal Beach. The plan is to utilize the Gas Tax Fund for the Parish of St. George.
- The Town Office has a Fundy High co-op student, Camden Hatt, working over the next couple of months on digitizing past Council minutes and old photos.
- Concerns raised by the St. George Fire Department in January are being addressed. Five are completed, five are in progress, and two are pending.
- Working with several land developers on housing projects in the Town, as well as moving several parcels of Town-owned land to surplus for development.

c. Community Services/Partners:

- **Acting Mayor Avery** read the report as written for the month of February (attached).
Regarding the Masonic Lodge's roast beef dinner for the St. George & Area Food bank, they only have dine-out tickets remaining and can be purchased at the Food Bank. All are welcome to view the auction items there as well.

e. Water & Sewerage:

- CAO Jason Gaudet read the report as written by Leonard Lee, Works Foreman, for the month of February (attached).
Information from the hydrogeologist is related to determining how much water can be obtained from the well, and then buying a pump able to handle that much water.

f. Transportation:

- CAO Jason Gaudet read the report as written by Leonard Lee, Works Foreman, for the month of February (attached).
Regarding LED lights on Main Street, there is one installed in the post in front of Country Market to try it out. Comments so far are that it is too bright and too white. Comments from the public are welcome.

g. Tourism:

- **Councillor Allison** advised there is nothing to report at this time.

h. Economic Development:

- **Councillor Murray** read the report as written for the month of February (attached).
Additionally, the Multi-Generational Park committee raised over \$800 towards Phase 2 of the Splash Pad through their movie night.

10) BILLS PAID AND PAYABLE:

Moved by **Councillor Murray**, to approve in principal the bills paid and payable for the month of February, 2020, in the amount of **\$130,040.74**, seconded by **Councillor Allison**.

Councillor Allison what the payment to Cathy Neves was for? The CAO advised it was for cleaning the medical centre. **Councillor Allison** asked if that will be put out to tender? Where Ms. Neves works for the Town, and for her to be cleaning for the Town, **Councillor Allison** suggested there should be a tender for that.

Motion carried.

11) NEW BUSINESS:

- a. **Acting Mayor Avery** suggested tabling the resolution of a third and final reading of By-Law # 86 Council Code of Conduct, until the next meeting to have other councillors present and a healthy discussion on the item.

Moved by **Councillor Murray** to table the resolution to the next meeting, seconded by **Councillor Allison**. Motion carried.

- b. **Acting Mayor Avery** suggested tabling this item until the next meeting as well.

Moved by **Councillor Allison** to table the item, Full-time Public Works Labourer/Operator Position to the next meeting, seconded by **Councillor Murray**. Motion carried.

- c. The CAO explained the property here is owned by Jared Borthwick and will have a parcel split away from it.

Alex Henderson (SNBSC) further explained this resolution is required by the Town's bylaw. It is Council's prerogative to take a piece of land or cash. The process involved having an easement registered and will require water and sewer hookups.

The result will be a new lot. According to the bylaw, when land is divided there is a requirement of 8% to be used for public purpose. Mr. Henderson recommended future review of the bylaw to allow Council to waive the requirement where there is land already on the public road and no new water or sewer extensions are required. For this case, the subdivider wants to get started right away.

The CAO added that they looked at options for the property regarding the 8% and could not come to a consensus as to what would be acceptable. He recommends funds versus land as there is nothing really useful to the Town in the land involved. The subdivider is willing to do that, and the agreement states the amount of funds is just over 3,000 dollars.

Councillor Allison moved to accept funds over land for public purposes, seconded by **Councillor Murray**. Motion carried.

- d. The CAO explained Don Leachman has retired from the regional service commission. This is a formality to remove him as a development officer.

Moved by **Councillor Murray** to remove Don Leachman as an authorized Development Officer and Bylaw Officer for the Town of St. George, seconded by **Councillor Allison**. Motion carried.

- e. The CAO stated this policy is regarding damage claims against Town, and is following along with what the City of Saint John is using. The CAO read the proposed policy.

Moved by **Councillor Murray** to adopt Policy 55A-2020 Liability and Damage Claims Policy, seconded by **Councillor Allison**. Motion carried.

12) OLD BUSINESS:

- a. The CAO advised By-Law #85 Garbage & Recyclables Collection will be up for adoption at April's regular meeting. Things to consider are whether bins should be removed from curb side after pickup or should there be a list of streets they cannot stay curb side? Wording has been updated regarding the definition of prohibited bins.

- b. The CAO advised By-Law #83 Tourism Accommodation Levy will also come up for April's meeting. The issue of long-term camping lots (over 31 days) was addressed and they will be exempt with the bylaw. Short-term camping is not exempt.

The CAO met with the owner of Granite Town Hotel who stated he supports the levy as long as funds are used directly for the promotion for the Town of St. George and not being used as part of a larger regional promotion, and he was very clear on that.

- c. **Acting Mayor Avery** read the list of surplus items and suggested pricing. The CAO added these items are all deemed to no longer be needed by the Town.

Moved by **Councillor Murray** to dispose items as listed as Surplus Property, seconded by **Councillor Allison**. Motion carried.

13) CORRESPONDENCE:

- a. The CAO received an email replicating a concern by numerous residents. In December of the of the Day Adventure Center area was cordoned off to condense the area for hanging out. This letter highlights how there is a lot of trash near the boat ramp and offers some suggestions.

The Town will look at closing the Day Adventure Center entrance to deter people being down there during lunch breaks and work with Fundy High School to keep students from spending their lunch break there.

The CAO advised it has been looked at to put in a temporary gate system to shut down the Day Adventure Center when it is not being utilized. However, it is a public area and he doesn't want to close a public area because of a few people.

14) STATEMENTS BY MEMBERS OF COUNCIL:

- a. **Councillor Allison** advised Granite Town Farms is having their Fur and Feather event again in May, with animals and farm equipment.

15) PUBLIC PRESENTATIONS:

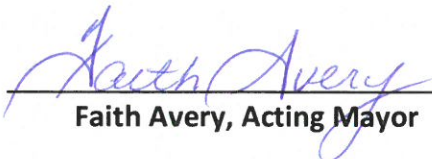
- a. Raymond Hall asked regarding the Damage Claims Policy, what is considered a reasonable turnaround time for the Town to address potential hazards? The CAO answered one week is probably a good amount of time.
- b. Tracy Craig questioned whether there was a quorum. The CAO and **Acting Mayor Avery** advised yes, there is a quorum with the three present as the acting mayor has a vote.
- c. Tracy Craig asked where to find information about the upcoming election and council positions. **Acting Mayor Avery** advised all necessary forms and information is online. Ms. Craig asked how many positions are up for election. There are six (6) Councillor positions and one (1) Mayor position.
- d. Tracy Craig offered a reminder to the CAO regarding the next meeting of the Recreation Committee.
- e. Raymond Hall asked if people will be notified before action if there is a decision for a standard garbage bin. The CAO answered yes.
- f. Ann Middleton asked when the Day Adventure Center will be closed down. The CAO stated the Center will be shut off completely for a couple of days to get the message across. **Councillor Murray** suggested to have a garbage cleanup day and get the high school involved.

16) NEXT MEETING:

- a. The date of the next Regular Meeting of Council will be Tuesday, April 14, 2020 at 7:00pm.

16) ADJOURNMENT:

- a. Motion to adjourn by Councillor Allison. Meeting adjourned at 7:33 pm.


Faith Avery, Acting Mayor


Jason N. Gaudet, Clerk/CAO



REGULAR MEETING OF COUNCIL
March 9, 2020
AGENDA

Mayor & Council:

- 1) Council will meet in the Council Chambers at the Community Center at Magaguadavic Place on Monday, March 9, 2020. The Regular Meeting of Council will convene at 7:00 pm with Acting Mayor Avery presiding over the following Agenda:
- 2) Opening Prayer
- 3) Motion to approve the Agenda
- 4) Approval of Minutes of Previous Council Meetings:
 - a. Regular Meeting of Council – February 10, 2020
- 5) Conflict of Interest Declarations
- 6) Fire Report - St. George Fire Department
- 7) Building and Planning Report - Southwest Regional Service Commission
- 8) Presentations and Delegations:
 - a. N/A
- 9) General Reports:
 - a. General Government/Personnel..... Acting Mayor Avery
 - b. Community Services/Partners..... Acting Mayor Avery
 - c. Water and Sewerage..... Acting Deputy Mayor Harris
 - d. Transportation Councillor Cooke
 - e. Tourism Councillor Allison
 - f. Economic Development Councillor Murray
- 10) Bills Paid and Payable in principal to February 29, 2020 in the amount of **\$ 130,040.74**
- 11) New Business:
 - a. Resolution of Council of a third and final reading of By-Law # 86 Council Code of Conduct.
 - b. Full-time Public Works Labourer/Operator Position.
 - c. Development Agreement on South Street Property (PID#'s 15174642 & 15083223).
 - d. Resolution of Council to remove Don Leachman (retired, RSC 10) as an authorized Development Officer and Bylaw Officer for the Town of St. George.
 - e. Policy 55A-2020 - Liability and Damage Claims Policy.
- 12) Old Business:
 - a. Update on By-Law # 85 Garbage & Recyclables Collection (tabled from December 5, 2019 meeting)

- b. Update on By-Law # 83 Tourism Accommodation Levy (tabled from December 5, 2019 meeting)
- c. Surplus Property of the Town of St. George.

13) Correspondence:

- a. Letters and/or Invitations (if any)

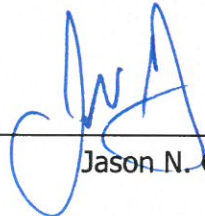
14) Statements by Members of Council

15) Public Presentations/Appearances

Please note: Under by-law#80, section 5.8 – “Members of the public shall be entitled to address council, for Five (5) minutes with no debate from Council on matters of municipal jurisdiction.”

16) Date of Next Regular Meeting: Tuesday, April 14, 2020 at 7:00 pm at Magaguadavic Place.

17) Adjournment.



Jason N. Gaudet, CAO/Clerk



Town of St. George

Fire Department Report

Report Period: February 2020

Prepared By: Fire Chief Justin Johnston

Response

For the month of February we responded to eleven incidents. One incident was inside town, and ten incidents were outside of town. The breakdown of these calls are as follows:

Mutual Aid (Structure Fire) – 2

Mutual Aid (Other) -2

Structure Fire – 1

Vehicle Collisions – 3

Public Hazzard (Lines Down) - 3

Training

- SGFD held 3 training session over the month and 1 regular monthly meeting.
- Three members have taken the EFF (Emergency Fire Fighter Training for Wildland fires) course.
- Three members taken the Fire Officer 1 Course.
- Three members are scheduled to take the Firefighter Level 2 course in March.

Other

- Improvements and a much needed cleaning of the St. George and Bonny River fire stations have begun.

Fire Chief Justin Johnston



Town of St. George

Development Office Report

Report Period: March 2020

Prepared By: Alex Henderson, MCIP

SOUTHWEST NEW BRUNSWICK SERVICE COMMISSION (SNBSC) PLANNING & DEVELOPMENT REPORT

Municipal plan, zoning, bylaw updates

- In February, met with developer and CAO at Town Offices to go over subdivision proposal;
- Assisted the CAO creating a subdivision development agreement for the Provincial Registry;
- Working with animal shelter project regarding the property, access type, and potential for subdivision;
- Provided general planning by-law interpretation assistance to the CAO.

Development update

- No new building or development permits issued to date in 2020 in St. George;
- No new subdivision applications received in February other than South Street;
- SNBSC has created a simpler to use building permit form and is creating pamphlets with construction tips for Town residents (eg. proper wheelchair ramp construction)
Visit: <http://snbsc-planning.com/construction-tips/>

Relevant Regional update

- Communications to be sent to St. George Council shortly regarding housing market research & regional strategy which SNBSC is partnering to create;

Respectfully submitted by,

Alex Henderson, Planning Director, M.C.P., MCIP, RPP (NB)



Town of St. George

Community Services Report

Report Period: February 2020

Prepared By: A/Mayor Faith Avery

- Feb activities & seminars were well attended and enjoyed. Learning is good for our community members and February was well attended and appreciated.
- Chase the Ace went in the month of February! Keep tune for future fundraisers by the committee
- Some events coming up in the next couple months are:
 - March 21st Babysitting course 9:30-3:30pm Fee \$45 preregistration necessary
 - April 11th is breakfast with the Easter Bunny. Toast, juice, fruit & snacks with the Easter Bunny himself. This is from 9am – 10am. There is no charge for this event but we appreciate donations to the local food bank.
 - We are taking reservations for spots in the Red Cross Stay Safe course for children 9-13years old. This is a great course for children to attend to learn basic first aid and what to do (or not to do) when home alone. You can book either by calling the town hall or through the fb event page.
 - Knackactivities has a lot of events in the next coupling weeks for both adults and children. Check out The Scene on fb for a listing.
- I will be speaking to the local Brownie and Girl Guide group on March 23rd about the benefits and fun of being involved with the community.

Respectfully Submitted
A/ Mayor Faith Avery



Town of St. George

Water and Wastewater Report

Report Period: FEBRUARY 2020

Prepared By: Leonard Lee, Foreman

THE AVERAGE WATER CONSUMPTION FOR FEBRUARY WAS 1526.5 m³ (335,781 IMP.GALS) FOR A TOTAL OF 42,741.9 m³ (9,401,893 IMP.GALS) THERE WAS NO E-COLI OR TOTAL COLIFORM REPORTED. THE WORK ON THE NEW WELLS CONTINUES AND WILL BE READY TO GO TO TENDER ONCE THE HYDROGEOLOGIST SUBMITS HIS REPORT TO THE PROVINCE SO THE PROPER PUMP CAN BE SIZED FOR THE WELL.

I HAVE ASKED THAT WE ADD NOTICES/WARNINGS ABOUT EXISTING RESIDENTIAL WATER METERS TO THE BILLS BECAUSE THERE ARE STILL SOME METERS LEFT IN OLDER HOUSES AND CAN FAIL AT ANY TIME. THEY HAVE BEEN IN SERVICE SINCE THE 50'S AND 60'S.

WE HAVE CLEANED THE WELLS AND BOOSTER STATION FOR THE UPCOMING WATER AUDIT BY D.O.E. ON MARCH 18TH.

ONE OF THE REGUALTORS ON THE 2" PRV ON MT PLEASANT RD WAS REPAIRED AFTER IT DEVELOPED A LEAK. A REPLACEMENT CHLORINE INJECTION QUILL WAS INSTALLED IN WELL # 5.

A NEW DISSLOVED OXYGEN PROBE WAS REPLACED UNDER WARRANTY FOR THE LAGOONS.

LAGOON RESULTS FOR FEBRUARY WERE GOOD:

(All results are in mg/L unless otherwise noted; test methods available upon request)

Sample ID:	Lagoon #1 Influent	Lagoon #1 Effluent	Lagoon #2 Influent	Lagoon #2 Effluent
Lab ID:	G29315-1	G29315-2	G29315-3	G29315-4
Parameters				
CBOD ₅	19	5	262	12
BOD ₅	85	13	283	13
TSS	77	15	192	26
FOG	22	16	20	13

A FLOAT SWITCH WAS REPLACED ON SLS # 1 ON BRUNSWICK ST. A 4" SEWER LATERAL WAS EXCAVATED ON BRUNSWICK ST AS WELL BUT ONLY TO FIND IT WAS NOT CONNECTED TO THE RESIDENCE. PROPER MAPPING WAS NOT DONE AND A SUBSEQUENT STORM SEWER JOB DID NOT HAVE PROPER AS-BUILTS SUPPLIED.

THE PICTURE BELOW SHOWS THE DIFFERENCE BETWEEN THE IMPELLOR THAT WAS REMOVED FROM SLS# 11 AND A NEW ONE. THE ONE ON THE RIGHT HAS THE VANES ALMOST TOTALLY GONE.



LEONARD LEE

FOREMAN



Town of St. George

Transportation Report

Report Period: FEBRUARY 2020

Prepared By: Leonard Lee, Foreman

ALONG WITH SALTING AND PLOWING, WHICH WERE SLOW THIS MONTH, WE REPLACED THE STEEL GRATES IN THE FIRE HALL AS WELL AS REPLACING THE DOOR AWNING WHICH WAS TORN OFF IN NOVEMBER.

AFTER 29 APPLICATIONS WERE RECEIVED FOR THE WORKS DEPT POSITION; THREE WERE INTERVIEWED.

WE HAVE PURCHASED SIX ADDITIONAL PLASTIC LIGHT GLOBES FOR STOCK. THEY CAN BE QUITE BRITTLE IN COLD WEATHER. ONE LIGHT ON MAIN STREET HAD TO HAVE A BALLAST REPLACED. WE ARE WORKING ON A RETROFIT OF THESE LIGHTS WITH LED LIGHTS.

TREES WERE CLEARED FROM VARIOUS ROADS AND ONE WALKWAY AFTER THE HIGH WINDS AND ICE ON THE 27TH.

POTHoles ARE BEING FILLED ON A WEEKLY BASIS. THE WALKWAYS ARE BEING SANDED AS MUCH AS POSSIBLE. ICE HAS BEEN BROKEN IN THE YARD AND A FEW OTHER STREETS AS NEEDED.

THE 2 TON REQUIRED A NEW HORN AND SOME WARRANTY WORK ON THE BRAKES AND AN ENGINE CODE.

THE 3 TON HAS HAD THE R/R SPRINGS REPLACED. THE OTHER SIDE WAS REPLACED LAST YEAR. FUTURE TRUCKS SHOULD USE AIR BAGS INSTEAD OF SPRINGS.

THE ¾ TON HAS HAD THE CAP REMOVED TO ALLOW THE TOP OF THE BOX RAILS TO BE PAINTED. A NOISY BEARING IN THE FRONT END WILL ALSO BE REPLACED.

CUTTING EDGES FOR THE TRACKLESS AND 3 TON HAVE BEEN PICKED UP. THE BACKHOE IS THE ONLY ONE LEFT TO DO.

SAND AND SALT CONSUMPTION FOR FEBRUARY WAS 45.25 TONS OF SAND AND 210 TONS OF SALT. ONCE AGAIN THE HIGH INSTANCE OF ICE USES MORE SAND AND SALT.

LEONARD LEE

FOREMAN



Town of St. George

Economic Development Report

Report Period: February 2020

Prepared By: A/Mayor Faith Avery

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- The Eastern Charlotte Chamber of Commerce held their AGM on February 12th and there was a great turn out. Their board has been formed and we are looking forward to some great things.
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Respectfully Submitted by

A/Mayor Faith Avery

TOWN OF ST GEORGE
PAYABLES
~February 2020~

Invoices paid weekly	\$	101,937.44
Invoices paid by VISA	\$	23,973.69
Invoices paid online banking	\$	4,129.61
TOTAL	\$	<u>130,040.74</u>