



## REGULAR MEETING OF COUNCIL

OCTOBER 17, 2023, AT 7:00 P.M.

### MEMBERS PRESENT

**MAYOR  
DEPUTY MAYOR**

**KEVIN PITTMAN  
MIKE STACEY**

**COUNCILLORS**

**RODNEY DOYLE  
ERNIE LUNDRIGAN  
COLLEEN MILLER  
AMANDA SLANEY  
ROSALIE DUPRÉ**

**(ZOOM)**

**TOWN MANAGER  
FIN ADMIN OFFICER  
ASSISTANT TOWN CLERK**

**AMANDA EDWARDS  
CYNTHIA HODGE  
DAWN BRIDGER**

### AGENDA

7:00 p.m. Mayor Pittman called the meeting to order.

Mayor Pittman asked to have the following items added to the agenda:

Correspondence to be acted on:

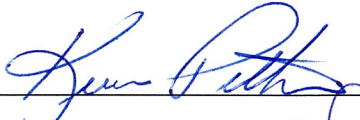

1.b. Building Permit Application – 65 Water Street West – Construction of wharf.

14. Collections update

15. Special Assistance Grant – Potable Water Dispensing Unit

Mayor Pittman welcomed resident Graham Tobin to the meeting.

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**ADOPTION OF AGENDA**

**MOTION: SLANEY/D. M. STACEY**

**23-340 Be it resolved to adopt the Agenda for October 17, 2023, as presented, with the above noted additions.**

**Motion Carried unanimously.**

**For Motion: 7 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, Dupré and Doyle)**

**Against: 0**

**Abstained: 0**

**CORRECTION\OMISSIONS TO MINUTES FROM OCTOBER 7, 2023**

No corrections or omissions at this time.

**DISCUSSION OF BUSINESS ARISING FROM MINUTES**

Mayor Pittman asked for an update on the water issue behind Fairview Avenue. The Town Manager provided the update to those in attendance.

**ADOPTION OF MINUTES**

**MOTION: LUNDRIGAN/SLANEY**

**23-341 Be it resolved to approve the minutes from October 3, 2023, as presented.**

**Motion Carried unanimously.**

**For Motion: 7 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, Dupré and Doyle)**

**Against: 0**

**Abstained: 0**

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## **COMMITTEE REPORTS**

### **HISTORICAL ADVISORY COMMITTEE**

The Town Manager provided an update on the liaison committee meeting that was held with the Historical Advisory Committee on October 10, 2023. The Town Manager also stated that the Historical Advisory Committee are always actively recruiting new members.

### **DEFERRED CORRESPONDENCE**

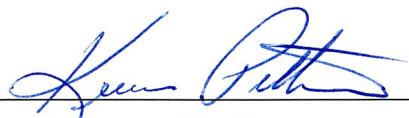

#### **LODER, RON – 57A WATER STREET WEST- BUILDING PERMIT**

No new updates at this time.

#### **STELLA MARIS HALL CORPORATION – LETTER TO COUNCIL RE: TAX EXEMPTION**

No new updates at this time.

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**CORRESPONDENCE TO BE ACTED ON**

**BUILDING PERMIT APPLICATION – WEST END SAMONIER POND TRAILER PARK – MOSS, GARY**

**MOTION: DOYLE/D.M. STACEY**

**23-342 Be it resolved to approve the building permit application for Moss, Gary to construct a 7' x 10' utility shed at West End Salmonier Pond Trailer Park.**

**Motion Carried.**

**For Motion: 7 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, Dupré and Doyle)**

**Against: 0**

**Abstained: 0**

**BUILDING PERMIT APPLICATION – 65 WATER STREET WEST - CONSTRUCTION OF WHARF – TOBIN, GRAHAM**

**MOTION: LUNDRIGAN/SLANEY**

**23-343 Be it resolved to revoke the current Cease and Desist Order issued to Graham Tobin for work completed at 65 Water Street West.**


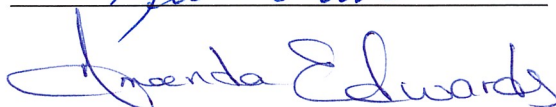
**Motion Carried unanimously.**

**For Motion: 7 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, Dupré and Doyle)**

**Against: 0**

**Abstained: 0**

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**MOTION: SLANEY/MILLER**

**23-344** Be it resolved to approve the building permit application for 65 Water Street West for Tobin, Graham to construct a wharf.

**Motion Carried unanimously.**

**For Motion: 7 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, Dupré and Doyle)**

**Against: 0**

**Abstained: 0**

7:15 P.M. Resident Graham Tobin left the meeting.

**FIRE PREVENTION WEEK 2023**

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**MOTION: SLANEY/DUPRÉ**

**23-345** Be it resolved to declare October 8-14, 2023, as Fire Prevention Week throughout the Town of St. Lawrence.


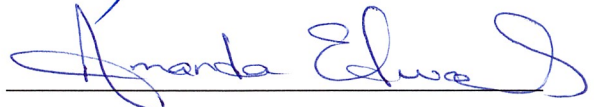
**Motion Carried unanimously.**

**For Motion: 7 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, Dupré and Doyle)**

**Against: 0**

**Abstained: 0**

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**TOWN OF MARYSTOWN – REQUEST FOR SUPPORT**

**MOTION: D.M. STACEY/LUNDRIGAN**

**23-346** Be it resolved to submit a letter of support to the Town of Marystown to request the opening and availability of the documents for the Marystown Shipyard Families Alliance Inc.

**Motion Carried unanimously.**

**For Motion: 7 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, Dupré and Doyle)**

**Against: 0**

**Abstained: 0**

**ST. LAWRENCE HISTORICAL ADVISORY COMMITTEE**

**MOTION: LUNDRIGAN/MILLER**

**23-347** Be it resolved to approve an exemption to the St. Lawrence Historical Advisory Committee for utility bills for the years of 2021-2023 for the Lunch Tin Café in the amount of \$1,800.00.


**Motion Carried unanimously.**

**For Motion: 7 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, Dupré and Doyle)**

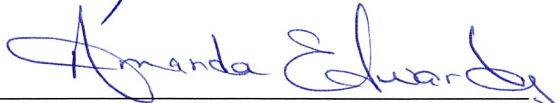
**Against: 0**

**Abstained: 0**

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**NEWFOUNDLAND AND LABRADOR ENGLISH SCHOOL DISTRICT – BUS STOP PLACEMENT, SNOW CLEARING REQUEST**

The Town Manager discussed the request from the Newfoundland and Labrador English School District for snow clearing on Lighthouse Road for the newly installed bus stop. Council agrees that snow clearing already exist in this area and we will ensure the clearing is suitable for bus access.

7:46 p.m. Councillor Dupré exited the meeting.

**DONATION REQUEST – RONALD MCDONALD HOUSE CHARITIES NEWFOUNDLAND AND LABRADOR**

**MOTION: MILLER/SLANEY**

**23–348 Be it resolved to approve a donation of \$50.00 to the Ronald McDonald House Charities Newfoundland and Labrador.**

**Motion Carried unanimously.**

**For Motion: 6 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney and Doyle)**

**Against: 0**

**Abstained: 0**

**ACCOUNTS PAYABLE SEPTEMBER 2023 - \$44,614.89**

**MOTION: D.M. STACEY/LUNDRIGAN**

**23–349 Be it resolved to approve payment of accounts payable for the month of September in the amount of \$44,614.89.**

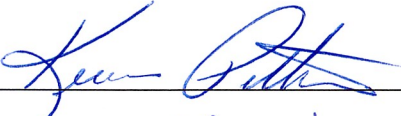
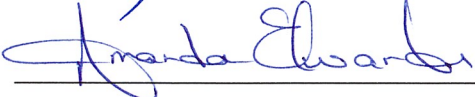
**Motion Carried unanimously.**

**For Motion: 6 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney, and Doyle)**

**Against: 0**

**Abstained: 0**

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**MUNICIPAL CAPITAL WORKS PROJECT – CHLORINATION BUILDING/WATER INTAKE REVIEW CLASS C ESTIMATE**

The Town Manager provided a brief update on the Municipal Capital Works Project for the Chlorination Building/Water Intake Class C estimate from prime consultant Meridian Engineering and how the cost breaks out for each component of the scope of work.

**INFORMATION MANAGEMENT – SHREDDING SERVICE**

**MOTION: D.M. STACEY/LUNDRIGAN**

**23-350 Be it resolved to approve spending of \$3,219.44 (Less HST Rebate) for a one-time onsite shredding service of approximately 150 banker boxes.**

**Motion Carried unanimously.**

**For Motion: 6 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney and Doyle)**

**Against: 0**

**Abstained: 0**

**CROWN LAND GRANT – DIRECTOR DRIVE – FIRE DEPARTMENT TRAINING GROUNDS**

**MOTION: D.M. STACEY/LUNDRIGAN**

**23-351 Be it resolved to approve spending of \$300.00 for the cost of preparing and registering the title documents and \$1.00 for every year thereafter to Crown Lands, for the St. Lawrence Volunteer Fire Department new training Grounds located at Director Drive.**

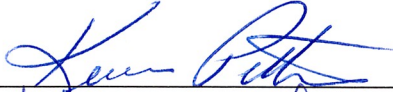
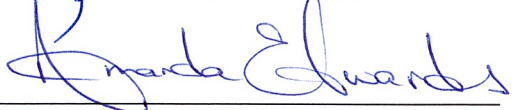
**Motion Carried unanimously.**

**For Motion: 6 (Mayor Pittman, D. M. Stacey, Councillors Lundrigan, Miller, Slaney and Doyle)**

**Against: 0**

**Abstained: 0**

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8:08 p.m. Councillor Lundrigan exited the meeting.

**MUNICIPAL ASSESSMENT AGENCY – 2024 ASSESSMENT SERVICE FEES**

**MOTION: DOYLE/D.M. STACEY**

**23–352 Be it resolved to approve the Town’s annual 2024 assessment fee to the Municipal Assessment Agency in the amount of \$20,462.00.**

**Motion Carried unanimously.**

**For Motion: 5 (Mayor Pittman, D. M. Stacey, Councillors Miller, Slaney and Doyle)**

**Against: 0**

**Abstained: 0**

**TOWN HALL EVENT**

There will be a Town Hall Event hosted on November 27, 2023, at the St. Lawrence Recreation Center at 7:00 p.m. The Town Manager will advertise for this event.

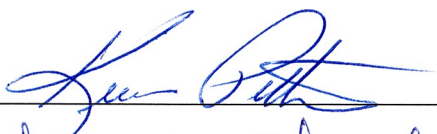
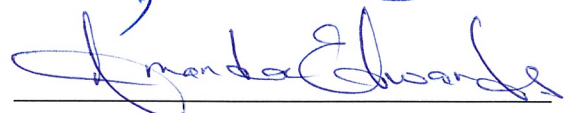
**RADON ACTION GUIDE FOR MUNICIPALITIES**

The Town of St. Lawrence acknowledges the Radon Action Guide for the Province, Territories and Municipalities as presented.

**COLLECTIONS UPDATE**

The Town Manager provided an update to those in attendance on our Accounts Receivable collection status for the period of September 1, 2023 to October 16, 2023.

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**SPECIAL ASSISTANCE GRANT / POTABLE WATER DISPENSING UNIT**

The Town Manager provided an update on the Potable Water Dispensing Unit (PWDU) noting that conversations are still in process with Durpro and Cahill Technical Services technicians on repair options. Emergency Special Assistant Grant funding will be applied for to purchase parts for the repairs needed.

**PRIVILEGED SESSION**

8:52 pm

**MOTION: D.M. STACEY/SLANEY**

**23-353 Be it resolved to move to privileged session.**

**Motion Carried unanimously.**

**For Motion: 5 (Mayor Pittman, D. M. Stacey, Councillors Miller, Slaney and Doyle)**

**Against: 0**

**Abstained: 0**

9:14 pm

**MOTION: SLANEY/MILLER**

**23-354 Be it resolved to move to regular meeting.**

**Motion Carried unanimously.**

**For Motion: 5 (Mayor Pittman, D. M. Stacey, Councillors Miller, Slaney and Doyle)**

**Against: 0**

**Abstained: 0**

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## **TENDER RESULTS – BACKHOE LOADER**

### **MOTION: SLANEY/D. M. STACEY**

**23-355** Be it resolved to approve the awarding of tender to Brandt Tractor Limited for the purchase of a 2022 310P John Deere Backhoe Loader in the amount of \$172,250.00 (plus HST) and 10' blade with power angle in the amount of \$13,800.00 (plus HST) for a total of \$186,050.00 (plus HST).

**Motion Carried unanimously.**

**For Motion: 5 (Mayor Pittman, D. M. Stacey, Councillors Miller, Slaney and Doyle)**

**Against: 0**

**Abstained: 0**

## **GENERAL DISCUSSION**

Mayor Pittman asked if there was recent communication with Small Crafts and Harbours for an update on the wharf. The Town Manager stated that there has been no new communication on this matter but is aware that local representatives have visited the area recently to meet with local Harbour Authority.

Councillor Slaney mentioned that a concern was brought forward by resident Rennie, Brian regarding the building permit for 151A Laurentian Avenue. The Town Manager noted that this building permit is valid until November 2, 2023

## **NOTICE OF ADJOURNMENT**

### **MOTION: D. M. STACEY/MILLER**

The meeting adjourned at 9:26 p.m.

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Two handwritten signatures in blue ink are shown above horizontal lines. The top signature appears to be 'Kevin Pittman' and the bottom signature appears to be 'Amanda Edwards'.