



**MINUTES OF THE MEETING OF GENERAL COUNCIL
HELD ON THURSDAY, NOVEMBER 09, 2017**

The monthly meeting of the St. Mary Municipal Corporation was held on Thursday, November 09, 2017 in the Corporation's Chambers, Port Maria Civic Centre, commencing at 10:19 a.m.

Present were: -

Councillors

Richard Creary, JP (Chairperson)
Doreen Hutchinson, JP
Germaine Smiley
Mitsy Hudson
Sheldon Kidd
Hugh Bryan
Lenford Danvers
Leroy Sewell
Krystal Lee

Divisions

Richmond
Carron Hall
Port Maria
Hampstead
Oracabessa
Annotto Bay
Castleton
Boscobel
Retreat

The following Councillors entered during the meeting:

Levan Freeman, JP

Belfield

Officers

Ethlyn Douglas
Doyen Johnson
Glenford Ricketts
Yanique Samuels
Rovel Morris
Lincoln Brooks
Patrice Hart
Raxine Bailey
Yolande Jankie
Stanley Davis
Sharon Burke
Amoy Martin

Positions

Chief Executive Officer (Actg.); Clerk
Chief Engineering Officer
Deputy Chief Engineering Officer
Director of Administration
Director of Planning
Inspector of Poor
Chief Financial Officer
Community Programmes Coordinator
Parish Coordinator - Disaster Preparedness
Commercial Services & Enforcement Officer
Matron- Infirmary
Recording Clerk

Representatives from Agencies

Michael McPherson
Colin Bryan
Desmond Sinclair
Jasmine Hyde
Dr. Dahlia Robinson-White

Positions

St. Mary Health Department
Jamaica Fire Brigade
Social Development Commission
Rural Agricultural Development Authority
Rural Agricultural Development Authority

NOTICE

The Notice convening the meeting was read by Ms. Ethlyn Douglas, Clerk to the Committee.

DEVOTIONAL EXERCISE



Devotional exercise was conducted by Pastor Jarrett of the Freedom Hall Church of God representing the Boscobel Division.

The Chairperson thanked Pastor Jarrett for conducting the devotional exercise.

NATIONAL PLEDGE

The attendees repeated the National Pledge.

WELCOME AND APOLOGIES

The Chairperson welcomed everyone present.

Apologies for absence were tendered on behalf of Mr. Raymond Grant, President - Parish Development Committee; Mr. Ryan Hewitt, Parish Manager - Jamaica Cultural Development Commission who were attending different events.

Apologies for absence were also tendered on behalf of Mr. Stanley Davis, Commercial Services & Enforcement Officer and Uriah Cameron, MIS Personnel, who were ill as well as Councillor Fyffe who would be unavoidably absent.

OPENING REMARKS

The Chairperson stated that at the last sitting it was mentioned that there was an event in Southeast St. Mary on the 30th of October and Dr. Norman Dunn was the new Member of Parliament for the Constituency. He expressed his congratulations to Dr. Dunn and stated that the St. Mary Municipal Corporation was willing and looking forward to work with him.

He stated that each division was granted \$250,000.00 for the month of October for drain cleaning and further stated that Hampstead, Boscobel and Oracabessa Divisions will be provided with \$1.6Million for Road Rehabilitation.

The Chairperson stated that as customary, November and December PFR Allocations would be used for Christmas work and asked Councillors to start drafting their work programmes, using last year's allocation as a guide. He further stated that normally, there were different dates for the pay bill for the Constituencies which will be determined based on discussion among the Chief Engineering Officer, Chief Financial Officer, Acting Chief Executive Officer and himself.

He mentioned that the schedule of activities for Local Government Month has been circulated and that the Church Services will be held at the Port Maria United (Kirk) Church Sunday on November 19, 2017 and that he was expecting all staff members and Councillors to be in attendance. He also mentioned that school visits was a part of the month's activities and each Councillor, accompanied by a Head of Department will visit a school of their choice, in their respective divisions, in an effort to highlight Local Government Month and to provide information on the functions of the Municipal Corporation.

He stated that Remembrance Day Service will be Sunday, November 12, 2017 at the Cenotaph commencing at 9:00 am and it was a means of honouring the soldiers who fought in World Wars I & II.

The Chairperson mentioned that each Councillor was presented with a tablet as well as each Poor Relief Officer by the Minister of Local Government & Community Development at the last sitting of Council and informed that they will be provided with

an email address which would be set up by the MIS Personnel. This he advised, would be the official email address which allow the Ministry and other agencies to correspond with the Councillors. He further stated that he was aware of the Poor Relief Officers needing to start to use their device however they required a special software.

The Inspector of Poor informed that the software had not yet been received however, the department was in possession of a software which was being used in the interim.

CORRECTION & CONFIRMATION OF THE MINUTES

On page 7 under the caption **Opening Remarks**, "...the..." in the 1st line of the 5th paragraph should be "...then...".

On page 18 under the caption **Concerns/Questions/Highlights- Environmental Health Highlights**, "...Councillor Brown" in the 4th paragraph should read "...Councillor Bryan".

The Minutes of General Council Meeting held October 12, 2017 having been circulated and read was confirmed on the adoption of a motion by Councillor James seconded by Councillor Hutchinson.

MATTERS ARISING FROM THE MINUTES

(A) DONATION OF GARBAGE DRUMS

The Chairperson informed that he would be allocating six drums per division to be used as garbage bins and asked the Chief Engineering Officer to make holes in the bottom of them as well as to mark each with a stencil prior to being distributed. He then stated that Councillors should make the necessary arrangements to collect same.

Councillor Bryan sought clarity with regarding to the arrangement and mentioned that the Municipal Corporation was in possession of two pick up vehicles.

The Chairperson responded that the necessary discussions would have to be facilitated with the Chief Engineering Officer as well as the Drivers so as to confirm availability of the vehicles. He further stated that the drivers would have to be instructed as to where the drums were expected to be placed.

ACTION: Councillors

(B) UNDERMINING OF THE WESTMORELAND BRIDGE

The Chairperson informed that a letter was sent to Mines & Geology Division, Ministry of Transport & Mining.

(C) GREEN HOUSE PROJECT

The Chief Engineering Officer informed that the project was being funded by the Japanese International Cooperation Agency (JICA) and should be completed by the end of the year. He further stated that the Municipal Corporation's position was just to provide transportation for the bottles.

The Chairperson stated that there should be a design using the recycled bottles to construct a garbage skip/bin provided by the Japanese Volunteer and an estimate should have been prepared do construct same. He mentioned that the design could be acquired from that individual as she was working out of the PDC office and mentioned that the Annotto Bay Division was in urgent need of a garbage receptacle.

(ACTION -ACEO to source cost of constructing the bin)

(D) ENERGY CONSERVATION MEASURES

The Chairperson remarked that the project was ongoing as there were a number of steps which Petroleum Corporation of Jamaica (PCJ) needed to go through before implementation. He mentioned that the energy audit was being done thereafter, the designs of the system and then it would go to contract for the construction of the system.

(E) PORT MARIA MARKET RECONSTRUCTION PROJECT

The Chairperson informed that the caption matter was going through the procurement procedures and there was no further update at this junction.

(F) EXCHANGE OF LAND/PROPOSED DEVELOPMENT – MURDOCK BEACH

The Chairperson informed that the Corporation was still awaiting a response from the Dr. Damion Graham, General Manager, Urban Development Corporation and he would follow up on the matter.

ACTION: His Worship the Mayor

(G) CLAIM NO 2011/HCV- 00232 SEYMOUR MORALES VS ST. MARY PARISH COUNCIL AND ATTORNEY GENERAL OF JAMAICA

The Committee was last informed that the Corporation was still awaiting the date for the judicial hearing - no further update on the matter.

(H) UPGRADING OF PALMER'S PARK

The Chairperson informed that a letter had been sent to Member of Parliament, Dr. Morais Guy reminding him of his commitment of \$500,000.00 toward the upgrading of the Palmer's Park.

(I) REPAIRS TO WATER TRUCK

The Chief Engineering Officer advised that as at Wednesday November 8th the Water Truck was operational and ready to service the respective divisions; with regards to sourcing additional parts, a quote was received from Stewarts Industrial Sales. He mentioned that based on the shift system, a trained driver would need to be orientated because it was not the normal clutching system thereafter, distribution of water could begin.

The Chairperson stated that some discussions should have been held with Mr. Dwight Wilson, Chief Technical Director, Ministry of Local Government & Community Development with regards to getting additional parts from some of the Rapid Response trucks being that they were now the property of the Ministry.

The Chief Engineering Officer responded that he has been in dialogue with Mr. Wilson who advised him that the Ministry was doing their assessments, they would advise when that was completed and what would be available.

The Chairperson informed that the NWC truck was down and suggested that their driver be engaged. He also asked that a copy of the Proforma Invoice from Stewarts be made available to him.

ACTIONS - CEngO

- i. **Continue the dialogue with the TD, MLGCD**
- ii. **Engage NWC truck Driver.**
- iii. **Provide copy of Proforma Invoice from Stewarts Industrial Sales to His Worship the Mayor.**

(J) LEASING OF MARKINGSTONE BEACH, ANNOTTO BAY

The Acting Chief Executive Officer presented letter dated October 24, 2017 from MLGCD as under:

"The Ministry of Local Government and Community Development acknowledges receipt of your letter dated August 31, 2017 which enclosed lease agreement between the Commissioner of Lands and the Saint Mary Municipal Corporation for part of Iter Boreale called Markingstone Beach (Registered at Vol 1140 Fol.654) and not for Main Street Highgate as indicated in your letter.

Further to the captioned matter, you are being asked to provide the following clarifications to assist the Ministry's Land Divestment Advisory Committee to accurately review applications to lease land:

1. *Whether written approval has been granted by the Lessor (Commissioner of Lands) and Minister with responsibility for land to underlet land consistent with clause 3 (3) of the Lease Agreement dated September 1, 2015.*
2. *Whether the obligations under **Sections 3-5, 7, 9 and 12-14 of the Beach Control Act** have been observed by the St Mary Municipal Corporation.*

Additionally the Corporation is to note that the Minister of Economic Growth and Job Creation has responsibility for beach control and coastal management and as such further dialogue may be needed with that Ministry in respect of further compliance.

*The information is to be submitted as a matter of priority to the Ministry **on or before November 22, 2017**. Please notify the Ministry in writing if you are unable to submit the documentation within the stipulated time. Failure to submit the documentation will further delay the process."*

Councillor Freeman enquired whether property was currently under the jurisdiction of TPDCO.

The Chairperson responded that construction has been completed; however the property has not been handed over because they were doing further works.

Councillor Freeman stated that his concern was regarding the security of the property.

The Chairperson stated that the property was still with TPDCO and it was beneficial for the Municipal Corporation for the handing over process to be delayed so that we could go directly from hand over into the leasing of same and thus negate the high security cost.

He advised that in the event there was any damage to the property during this period, TPDCO would have the responsibility of repairing same and once we take possession, the property would be ready to be leased.

(K) MAINTENANCE OF ROBERT SCHUMAN ROUND-A-BOUT

The Acting Chief Executive Officer informed that the Municipal Corporation received a letter from our attorney requesting further information for her to draft the Memorandum of Understanding, chief in that was proof of possession for the property. She further stated that a letter had also been located from the Municipal Corporation to Commissioner of Lands for the property to be handed over to the Corporation.

She further advised that a letter has been written to the Ministry of Transport & Mining for the lands to be handed over to the Corporation being that the Round-A-Bout was in the segment of the roadway which was managed by them, if it was not under the

jurisdiction of the National Land Agency. She went on to advise that she was awaiting responses from both entities, thereafter, they will be forwarded the attorney. The Chairperson enquired whether St. Mary Banana was maintaining the Round-A-Bout.

Councillor Freeman informed that National Solid Waste Management Authority was doing routine maintenance however, he was of the opinion that St. Mary Banana Board be engaged because National Solid Waste was cutting the plants too low especially when they were flowering.

The Chairperson suggested that an informal discussion be undertaken with the manager of St. Mary Banana Board so as to engage them in maintaining the Round-A-Bout while awaiting the formal MOU.

ACTION: Actg. CEO

(L) ROADS DUG UP BY NWC

The Chairperson asked that the matter be transferred to the Infrastructure and Traffic Management Committee.

(M) FELLOWSHIP HALL AND TINSBURY WATER SUPPLY SYSTEMS

The Chairperson stated that a letter had been sent to NWC sometime ago asking that they take over the systems at caption.

Councillor Bryan stated that it was not possible for NWC to take over the Tinsbury System as it was tied into the May River and New Road Water Supplies which served the Enfield to Juno Communities.

The Chairperson stated that when Dr. Chang visited as Minister with responsibility for Water, the discussions held were for the NWC to take over that water supply however, it appeared as if things have changed and that Municipal Corporation was now using that supply and it was working effectively.

Councillor Bryan responded in the affirmative; he further stated that the only challenge was in terms of the entombment which should be further up into the spring so when it rained it would not have a lot of silt. He mentioned that Rural Water visited and should be doing some work to correct same.

The Chairperson asked that a follow up letter be written to NWC with regards to the takeover of the Fellowship Water Supply. **ACTION: ACEO to follow-up**

(N) CONVENING OF LOCAL PUBLIC ACCOUNTS COMMITTEE (LPAC) MEETING

The Acting Chief Executive Officer presented letter dated November 3, 2017 from Raymond Grant, Parish Development Committee as under:

"The names of the three (3) members of the Parish Development Committee are as follows:

- *Mr. Raymond Grant*
- *Ms. Paulette Nelson*
- *Mr. Chase Neil.*

With regards to the Property Tax Special Discretionary Committee, I will replace Ms. Dorel Hartley. Ms. Raxine Bailey (Community Programme Coordinator) has tried on several occasions to make contact with her and it proved futile."

The Chairperson enquired about the composition for the Committee whether it was 9 members (3 leading, 3 opposition & 3 Civil Servants).

Councillor Freeman responded in the affirmative.

The Chairperson stated that after the meeting he would have dialogue and name the three (3) members. He further stated that there should be no Committee of the Municipal Corporation that was not chaired by a Councillor hence the Chairman needed to be identified. He indicated that he would be having discussions with Councillor Freeman regarding same so that a meeting could be scheduled for January 2018.

ACTION: Chairperson HWMayor

(O) RESOLUTION THAT STRUCTURES/CONSTRUCTION SITES BE ENCLOSED OR SECURED TO PREVENT ENTRY OR OCCUPATION

The Acting Chief Executive Officer informed that the Corporation was awaiting a response from the Ministry.

ACTION: ACEO to follow-up

(P) ABANDONMENT OF POST - MR. GLENNON ROBINSON - TEMPORARY WORKS OVERSEER (SOG/ST2)

The Chairperson informed that the matter regarding the caption has been resolved and that the position of Works Overseer was now available for applications to be submitted.

(Q) CONSTRUCTION OF DROP IN CENTRE – CLAUDE STUART PARK

The Chairperson asked that the caption matter be transferred to the Infrastructure and Traffic Management Committee and after construction, it be transferred to the Poor Relief Committee for implementation/operation of same.

(R) TRUCKING OF WATER

The Chairperson asked that the captioned matter be transferred to the Infrastructure and Traffic Management Committee.

(S) PLASTIC BOTTLE RECYCLING PLANT

The Acting Chief Executive Officer presented letter dated November 3, 2017 from Raymond Grant, Parish Development Committee as under:

"With reference to the matter at caption, I am in receipt of your letter dated the 30th day of October, 2017.

I was in discussion with the Recycling Partners of Jamaica on Thursday the 2nd day of November, 2017 and a tentative date has been set for the reopening of the Recycling Plant at Trinity on the 1st day of December, 2017."

The Chairperson asked that further details be acquired from Mr. Grant regarding the matter. He stated that coming out of a discussion he had with Mr. Grant, it was expressed that there were issues with regards to payments that were to be made to suppliers of bottles and suggested that in the future, payments were to be made directly from Recycling Partners of Jamaica to the suppliers instead of through the Parish Development Committee.

ACTION: Actg. CEO

Councillor Freeman informed that previously, there was a committee to include two Councillors to oversee the operation of the Recycling Plant and not just the PDC; he encouraged that such be continued.

The Chairperson enquired about how frequently that Committee would meet and asked who the members were for the committee.

Councillor Freeman responded that they would meet every two months.

The Director of Planning informed that it was Councillor Dixon, Councillor Hutchinson, Ms Dorrel Hartley of the PDC, and Mr. Tyrone Wedderburn being the technical officer assigned and three (3) other members whom he could not recall.

The Chairperson asked that the composition of that committee be located in order to resume same in January 2018 and stated that he had no objection regarding the members of that committee but suggested that the Councillor for the division be included.

ACTION: Actg. CEO to research & advice Chairman, PDC

(T) ASSISTANCE TO REGISTER GENERAL DEPARTMENT (RGD) IN LOCATING APPLICANTS & DISTRIBUTION OF BIRTH CERTIFICATES

The Chairperson informed that the letter had been sent to the RGD informing that the Corporation was willing to assist in locating applicants which have not collected birth certificates, once the necessary information was received; however, the Corporation was awaiting said information and/or a response. **ACTION: Actg. CEO to send reminder**

(U) UPWELLING OF WATER DURING GRAVE CONSTRUCTION

The Chairperson informed that the information requested from the Health Department would be presented in the Environmental Health Report highlights.

(V) QUALITY CONTROL DURING IMPLEMENTATION OF PROJECTS

The Chief Engineering Officer informed that he was in the process of sourcing the auger however there was some challenges as the only company he knew of that supplied same was Engineering Sales but trying to contact them has been futile. He further stated that he had asked for assistance from his fellow Superintendents on this matter.

The Chairperson asked that matter be transferred to Infrastructure & Traffic Management Committee.

ACTION: CEngO Johnson

(W) TRANSFER OF OFFICERS

The Chairperson stated that the transfer of Mr. Rovel Morris has been put on hold by the Services Commission however, Mrs. Dalling has been transferred and was acting as Chief Financial Officer at the Trelawny Municipal Corporation. He expressed commendation to Mrs. Dalling for the level of work which she has done to be seen fit to be promoted to act as Chief Financial Officer in Trelawny.

(X) PLANS FOR THE DEVELOPMENT OF THE TOWN OF PORT MARIA

The Chairperson informed that the Director of Planning should have met with the Chief Technical Director at the Ministry in order to identify recommendations and suggestions for the improvement/development of Port Maria town and stated that the meeting was not facilitated and urged the Director of Planning to do so.

ACTION: DOP

He mentioned that he was in consultation with the Administrator General's Department regarding a property in Port Maria and in the discussions, he raised questions with regards to properties under their administration which were not being used and were contributing to the poor aesthetics of the town. He stated that he asked if these properties could be handed over to the Corporation. He indicated that he was advised that if there were no beneficiaries of the said properties then they could be sold; if there were beneficiaries, once the properties have been administered then those beneficiaries would determine whether they will sell or not.

He further mentioned that he drafted a letter to the Administrator General requesting information as to the status of these properties as there were a number of buildings in

the town that was suffocating the development of the town. He mentioned that if investors could purchase these properties and erected modern structures, it would aid in the development of the town and asked that the information be provided. He then asked the meeting if there was any information of such properties in other townships, they were to be forwarded for his attention for them to be included in the initiative.

ACTION: Councillors/Council

The Director of Planning asked that the caption matter be transferred to the Physical Planning, Environment and Development Committee.

(Y) STANDPIPE AUDIT

The Chairperson informed that the Chief Engineering Officer should have pulled the previous standpipe survey and liaised with NWC; however NWC made contact with the Municipal Corporation after the Minister's presentation and Mr. Douglas, Assistant Superintendent – Roads & Works went on a tour with representatives of NWC to start the survey.

The Chief Engineering Officer stated that Mr Douglas was in the process of cross checking the previous survey along with that of NWC, to compile one list in order to forward the information to the Ministry as requested.

The Chairperson suggested that a physical check be done to identify all the standpipes in the parish to verify that they exist and asked for a timeframe in which this survey would be completed.

The Chief Engineering Officer stated that it was being done and the process should be completed within another two weeks.

ACTION: CEngO Johnson

(Z) KES HOUSING DEVELOPMENT – ITERBOREALE

The Chairperson requested an update of the proposal that should be compiled for the sewage system to be incorporated into the larger scheme.

The Chief Engineering Officer responded that he had discussions with the Acting Chief Executive Officer and a memorandum was previously presented with regards to the site visit. He informed that he would be sending another memo outlining the entities involved and the requested proposal.

ACTION: CEngO Johnson

SUSPENSION OF STANDING ORDERS – CORPORATION TO SIT AS LOCAL BOARD OF HEALTH

ON A MOTION BY COUNCILLOR JAMES SECONDED BY COUNCILLOR LEE, THE STANDING ORDERS WERE SUSPENDED FOR THE CORPORATION TO SIT AS THE LOCAL BOARD OF HEALTH.

BUTCHERS LICENCE

Nil

BEAUTY THERAPISTS/COSMETOLOGISTS/HAIRDRESSERS/BARBERS

The Acting Chief Executive Officer presented the following applications for approval:

Beauty Therapists/Cosmetologists/Hairdressers

No.	Name of Applicant	Name of Address of Establishment	Type of License
1.	Ruth Walker	St. Ann's Bay, St. Ann	Massage Therapist
2.	Kadian Bullock	Lucky Hill P.O	Hairdresser

3.	Rennae Davis	Hamilton Mountain	Massage Therapist
4.	Cassandra Williams	Albion Mountain	Hairdresser
5.	Chardaya Monique Campbell	48 Cox Street, Port Maria	Hairdresser
6.	Alecia Thompson	Port Maria	Massage Therapy

ON A MOTION MOVED BY COUNCILLOR JAMES SECONDED BY COUNCILLOR HUTCHINSON, THE CORPORATION APPROVED THE APPLICATIONS.

Environmental Health Highlights October, 2017

The Acting Chief Public Health Inspector tendered apology on behalf of the Medical Officer of Health who was unavoidably absent and informed that the CPHI Brown was on leave and that he was acting in his stead.

He presented the caption report as follows:-

Water Quality Monitoring

A total of thirty three (33) visits were made to water supplies from all three (3) entities providing water in the parish. Thirteen (13) samples were submitted for bacteriological analysis to the National Public Health Lab.

Forty four (44) chlorine residual checks were done.

The results of bacteriological analysis and chlorine residual testing are shown in the tables below-

Chlorine Residual

Agency	No. of Samples	# (%) (satisfactory) positive	# (unsatisfactory) (%) negative
NWC	12	10(83%)	2(17%)
Parish Council	28	23(82%)	5(18%)
Private Supplies	4	3(75%)	1(25%)
Total	44	36(82%)	8(18%)

Bacteriological Sampling

Agencies	No. of Samples Submitted	No. Satisfactory (Negative)(%)	No. Unsatisfactory (Positive)(%)	Results Pending
NWC	5	3(60%)	2(40%)	0
Parish Council	7	4(57%)	3(43%)	0
Private	2	1(50%)	1(50%)	0
Total	14	8(57%)	6(43%)	0

Drinking Water Status

Agency	No. of Supplies	No. Inspected (%)	No. Treated (%)
NWC	20	12(60%)	18(90%)
Parish Council	42	28(67%)	38(88%)
Private	15	4(27%)	14(93%)

From the results received of bacteriological samples submitted, 57% were satisfactory. Eighty two percent (82%) of chlorine residuals checks done were satisfactory. Unsatisfactory chlorine residual and/ or bacteriological sample results were obtained from the following supplies:

NWC- Salisbury and Lucky Hill

Parish Council – Hunts Town, Barneswood, Donnington, Saltrum and King Spring

Building Plans and Subdivisions

	No. Received	No. Investigated	#.Recommended	#Not Recommended
Building Plans	29	26	24	2
Subdivisions	4	0	0	0
Total	33	26	24	2

A total of twenty nine (29) building plan applications were received and four subdivisions Twenty six (26) plans were investigated.

Two (2) development proposals were not recommended due to-

- a) Inadequate lot size to accommodate proposed sewage disposal system

Burial Site Inspection

Forty four (44) applications were received for family plot burial. All were investigated and recommendations made. A list of the applications was submitted to the Parish Council.

Mosquito Control

Aedes Surveillance

District	# of Premises Inspected	# of Premises Positive	# of Containers Found	# of Containers Positive	Aedes Premises Index (%)	Container Index (%)	Breateau Index
Port Maria:							
Mango Valley	110	11	173	18	10	10	16
Stewart Town	96	2	33	4	2	12	6
Baileys Vale	98	6	101	10	6	10	10
Total	304	19	307	32	6	10	10
GAYLE:							
Gayle Propper	295	22	383	18	7	5	6
TOTAL	295	22	383	18	7	5	6
ANNOTTO BAY:	56	0	48	0	0	0	0
HIGHGATE:							
<i>Tremolesworth</i>	100	12	234	23	12	10	23
Total	100	12	234	23	12	10	23
PARISH TOTAL	775	53	972	73	7	7	7

The Vector Control team continued to carry out *Aedes aegypti* surveillance in a number of communities throughout the parish.

During the period six (6) communities were visited, the main focus was on the mitigation against Zika virus/fever transmission. Two (2) of those communities surveyed had *Aedes* premises indices above single digit.

The average parish premises index was 7%. All mosquito breeding sites found were treated.

Fogging

Fogging activities were carried out in the following communities;
Gayle, Tower Isle, Stewart Town and Boscobel

Mosquito Control Programmes

Based on a request from the Member of Parliament, the parish vector control team is currently conducting mosquito control activities in several localities in Western Saint Mary. The Ministry of Health has indicated that it will be implementing another phase of its Zika Virus mitigation programme commencing November 6, 2017. This programme will involve the temporary employment of twenty persons who will carry out a range of activities in selected high risk communities in the parish for a period of eight weeks; these activities will include:

- a) Community sensitization/health education
- b) Finding and destroying mosquito breeding sites
- c) *Aedes* surveillance and data collection

The persons to be utilized in this exercise have largely been selected from persons who have been involved in the programme before. The period November 6 – 10 will be used to train the new persons as well as to refresh those already trained.

Upwelling of Water during the Construction of Graves

In following up on the matter at caption which was raised at the last general council meeting a response to the queries made was forwarded to the Chief Executive Officer. The Health Department advised the following:

- 1) That graves be constructed a minimum of thirty (30) meters from existing water bodies (rivers , streams . swamps and large ground pools) as well as from water courses(drains, gullies)
- 2) That the depth of graves be between 4- 5feet except for earthen graves which are not covered with cement concrete slabs
- 3) That graves not be dug at locations where it is known that the water table is higher than 5 feet
- 4) If there is upwelling whilst the grave is being dug that another site be used if possible.
- 4b.) If not possible and the minimum depth can be attained without the complete swamping/flooding of the grave, that it be completely sealed before internment ((i.e, the bottom of the vault is concreted to prevent seepage into the grave)
- 5) That the grave diggers wear protective clothing at all times (water boots and rubber gloves)

CONCERNS /QUESTIONS/HIGHLIGHTS

The Chairperson raised a concern regarding the recommendation to seal the bottom of the grave and stated that he was of the opinion that the idea of not sealing the bottom of a grave was for fluids to seep into the earth. He gave a scenario of the water getting into the grave being whether through the top or otherwise then it would be flooded then overflow, instead of seeping away.

The Acting CPHI responded that the amount of water to cause overflow was unlikely because the grave was sealed at the top.

The Chairperson stated that it was observed that sand was being used to cover/control the upwelled water and enquired whether that information could be passed on to the public as a recommendation.

The Acting CPHI responded that the depth of the grave would have to be specified before that information was passed on.

Councillor James sought clarity regarding the recommended depth of a grave.

Councillor Hutchinson stated that in her division, persons have dug graves at 4ft depth, however when a representative from the Health Department came, they were told that the depth was not acceptable.

The Acting CPHI responded that 4ft was acceptable.

Councillor Bryan stated that 7 years ago 4 - 5ft was acceptable, which would require the use of 110 blocks to do the construction and now, he was being informed that it was a policy of the Municipal Corporation for the grave to be 6ft 6 inches. He further stated that due to this policy, it was more expensive to construct a vault and expressed that he was in agreement with the Acting CPHI.

Councillor Freeman stated that he observed that when persons dug the grave at 4ft below the surface but they built up 2ft above the earth's surface. He further stated that it should be noted that the information being provided that the graves should be 6ft 6inch was coming from a Health Inspector.

The Chairperson stated that the information to be passed on to the public needed to be clear and suggested that the Acting CPHI have discussions with the Health Officers in order for a mutual understanding/position; this information can then be transmitted to the Corporation for dissemination to the public.

Councillor Bryan stated that based on the advice of the Health Department, the Municipal Corporation would need to make a decision as to how to advise the public.

The Chairperson stated that the information would have to be clarified because the Municipal Corporation handed out a document stating what was required with regards to burials and he would like for this to be added.

The Acting CPHI responded that discussions would be facilitated. **ACTION - CPHI**

The Acting CPHI mentioned that in response to Councillor Hutchinson's question at the last sitting, the permanent Vector Control team has been concentrating on a couple of localities in the western region based on a request from the Member of Parliament. He informed that the Ministry of Health indicated that they would be rolling out another phase of the Zika Mitigation Programme which would involve employment of twenty (20) temporary workers, which would be working in some high risk areas that were identified.

He mentioned that the programmes started Monday November 6, 2017 where persons were trained and that most of the persons were individuals who worked in similar programmes in the past; however, they would be in the field starting next week and would work for eight (8) weeks.

Further, he stated that Derry was not one of the communities identified by the Vector Control Inspector; however he would advise that it be included. He mentioned that fogging would not be done but house to house visits instead so as to identify breeding sites to make a dent in that mosquito situation in Derry.

Councillor Freeman stated that based on the rainfall which was being experienced in the eastern and central parts of the parish it was being suggested that source reduction be done in the South East St. Mary, namely Bottom Hall in Belfield.

The Acting CPHI stated that he would see how best that could be accommodated.

The Local Board of Health noted the suggestion.

QUESTIONS TO THE LOCAL BOARD OF HEALTH

Councillor Hutchinson asked, "Is the Corporation aware that there was an increase of mosquito in the Derry area due to the intensive rain fall in the western area?" She was of the opinion that enough was not being done in terms of the elimination in mosquito breeding being those areas were high in agriculture and the mosquitoes were sometimes beneath the grass or in egg trenches that hold the water. She asked that fogging could be done in that area instead of putting in baits as she was of the opinion that the baits were not effective.

Acting CPHI responded that searching for and destruction of the breeding sites would be more effective than the fogging as it only killed adult mosquitoes. He advised that each day over hundred thousand eggs hatch hence the problem still remained. He further stated that some form of education and sensitization needed to be given to the farmers/residents to take up the responsibility for finding those breeding sites and destroy them as there will never be enough resources to totally eliminate those infestations without the assistance of the citizens.

The Chairperson reiterated that persons needed to be more knowledgeable and cognisant of the fact that fogging only killed adult mosquitoes – it was source reduction of the breeding sites we needed to concentrate on. He further informed that not all mosquitoes were vectors of the diseases, some were just nuisances.

He stated that the Health Department had the best knowledge as to where the breeding sites were and would know if fogging was necessary. He mentioned that the "Aedes Aegypti" mosquito was the target as they travelled with diseases and that the Health Department must not be second guessed.

Councillor Kidd asked "Is the Corporation aware that there was a proliferation of rat infestation in the Hamilton Mountain District and enquired whether there were any plans to curtail same?"

Acting CPHI McPherson responded that the Health Department would not be immediately aware of same but due to the increased rain fall within the parish, the migration of rats towards human habitation would increase. He also mentioned that this proliferation would not be contained to the Hamilton Mountain area alone. He stated that baiting exercises were normally done with the support of the Municipal Corporation and it would concentrate on the large town areas, namely Highgate, Annotto Bay, Port Maria, Oracabessa and Gayle. He asked that some solicitation be done on behalf of the Health Department for the baits to be purchased by the Municipal Corporation, provision of financial assistance to employ staff outside of the skeleton system which was currently in place and then the Health Department's Vector Control Team would carry out the necessary baiting activities in the major towns. He stated that the Health Department could put together a proposal while Councillor Kidd advocate on their behalf.

The Chairperson stated that he was anticipating that proposal. **ACTION: ACPHI**

The Chairperson thanked the Acting Chief Public Health Inspector for his report.

RESUMPTION OF COUNCIL

ON A MOTION BY COUNCILLOR FREEMAN SECONDED BY COUNCILLOR HUDSON, THE CORPORATION RESUMED ITS SITTING.

REPORTS FROM AGENCIES AND COMMITTEES

(a) FIRE BRIGADE REPORT FOR THE MONTH OF OCTOBER 2017



JAMAICA FIRE BRIGADE
DIVISIONAL HEADQUARTERS
St. Mary Division
27 Stennett Street, Port Maria
Telephone (876) 994-2771
Email: dhstmary.jfb@cwjamaica.com

StM/473

November 2017

The Chairman
St. Mary Municipal Corporation
Hudgson Street
Port Maria

Attention: Ms. Ethlyn Douglas
Secretary/Manager

REPORT FOR THE MONTH OF OCTOBER 2017

Kindly see below information on the Fire Statistics and Fire Prevention activities in the St. Mary Division, Area II, Jamaica Fire Brigade for the **Month of October 2017**.

FIRE STATISTICS

Genuine Fires	10
M.F.A.	02
M.V.A	04
S.S.C.	00
F.A.W.G.I.	01

Total Calls **17**

CLASSIFICATION OF GENUINE FIRES

Dwelling House	04
Commercial Building	01
Bush/Rubbish	05

Total Genuine Fire Calls **10**

Estimated Value of Property Loss	\$	31,530,000.00
Estimated Value Property at Risk	\$	160,000,000.00
Estimated Value of Property Saved	\$	128,470,000.00

FIRE PREVENTION ACTIVITIES

The Fire Prevention Section of the St. Mary Division was engaged in the under listed activities during the **Month of September 2017**.

Inspection of Buildings:

Church	01
Industrial & Commercial	08
Clinics	01
Schools	04
Clubs, Bars/Grills & Sporting Venues	03
Early Childhood Institution	18
Post Office	03
Office	02
Hotel & Guest Houses	05
Place of Attraction	01

Educational Activities

Lectures	06
Fire Drills	10
Earthquake Drills	01
Exhibition	01
Community Fire Safety Awareness	07
Television/Radio Broadcast	01
Video Presentation	04
Seminar & Special Meeting	01

Fire Hydrants

No. of Fire Hydrants Inspected	14
No. of Fire Hydrants serviced	

Please note the under mentioned statistics and other relevant information for the period under review:

Fire Statistics

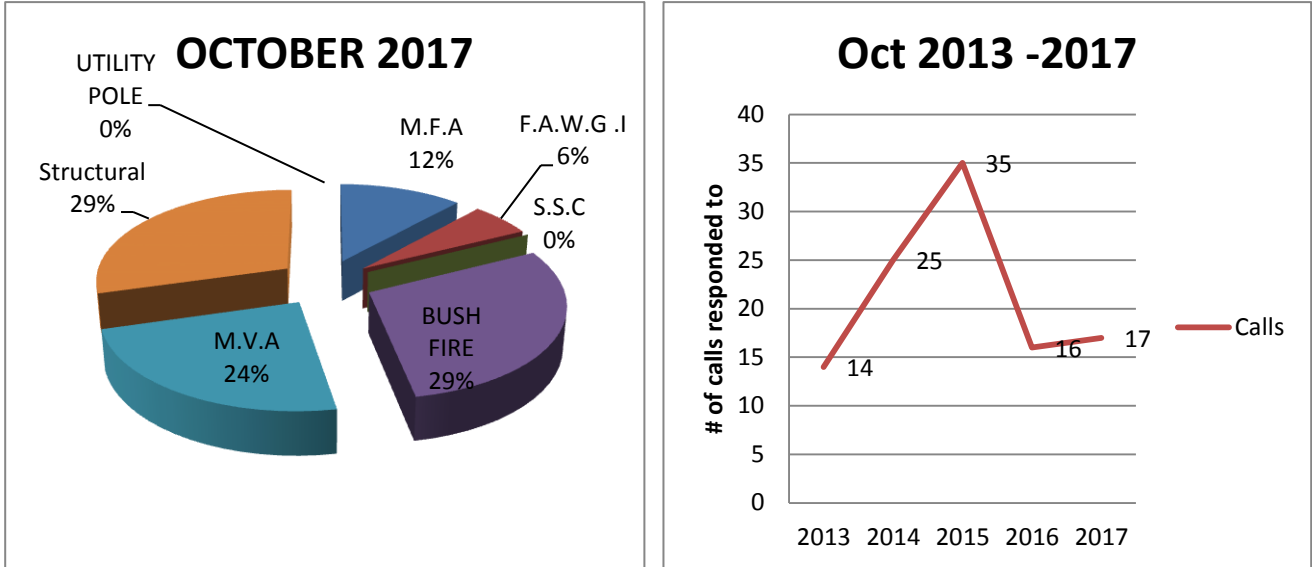
Please note the under mentioned statistics and other relevant information for the period under review:

Total Calls		M.F.A	F.A.W.G.I	S.S.C	other	Structural	M.V.A	Displaced	Death	Injury
Sept	20	04	00	03	11	02	01	00	00	01

Oct	17	02	01	00	05	05	04	09	00	09
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Injured as a result of motor vehicle accident •

Fire Statistics for October 2017



The number of incidents responded to in October 2017 showed a fifteen percent decline compared to the previous month of September 2017. Despite the decline in total incidents, more calls for accident and structural fires were received during the period of review compared to the earlier period. Nine persons were displaced as a result of the structural fire and nine persons were injured due to traffic accidents in the parish."

The Chairperson thanked Acting Deputy Superintendent Bryan for his presentation.

(b) PARISH DEVELOPMENT COMMITTEE

Nil

(c) LOCAL GOVERNMENT REFORM COMMITTEE

It was noted that there was no report regarding the matter at caption.



(d) ASSOCIATION OF LOCAL GOVERNMENT AUTHORITIES OF JA. (ALGAJ)



Local Government Month Message from the President of ALGAJ, Mayor Winston Maragh



"Firstly, I must say that it is with humility and honour I express deep gratitude to all the Councillors island wide for electing me as President of this prestigious association for 2017-2018. I pledge to support, encourage and make representation through various activities to promote the growth and development of the local government system in communities, the commonwealth and other countries.

I am willing and energized to work and I know there is no doubt that the staff is focused with a sense of duty to provide service to our citizens.

Local Government month is recognized as the period to celebrate the status and interest of the local government

system in Jamaica.

As local government practitioners, it is our responsibility to represent all our people in a real and effective way.

We aim to seek for better welfare for the local authorities so that Councillors will be comfortable representing the people.

By this I mean better road network, a clean environment enhanced through timely and public cleansing as well as sustainable and functional streetlights which would improve the safety and security of our residents.

It is the desire of our residents to vend and shop in market facilities that are clean and user friendly. This we will strive to offer in an environment of comfort.

There are several application processes which are of much concern namely, the development plans, cemeteries, places of amusement and others.

It is also our intention to forge and maintain partnerships with local Ministries and Community Organizations as well as regional and international associations.

The Poor Relief Department of the Local Government Authorities in Jamaica performs a most humane function by providing care and protection for those that are destitute and vulnerable, and they do so quite remarkably.

The local authorities aim to ensure that citizens are properly served in a friendly environment in real time through the various services.

As such we are very thankful for the bold step that this administration and by extension our Minister of Local Government and Community Development has taken. Also, in the furtherance, the local government reform process which was started many years ago.

By ensuring that Councillors have more resources in order to take better care of the people they serve.

We can truly say that local government has come a long way towards the advancement of governance in the interest of the people

Therefore, our actions can achieve so much more when we partner and coordinate our efforts.

I say thanks to the many organizations that have been supporting our efforts over the years and to solicit their continued support as we celebrate this month under the theme Local governance: "The Pathway to Securing Better Communities".

1

a)
(e) SOCIAL DEVELOPMENT COMMISSION (SDC)

The Acting Parish Manager, Social Development Commission presented for the month of October 2017 as under:

“Report from the Social Development Commission:

During the month of October, the Social Development Commission was involved in the following Activities:

- *Local Government and Community Development Cross Island Run. (St. Mary Leg). This took place on Thursday October 26, 2017, from White River to Annotto Bay.*

Ten athletes were involved from: Port Maria, Hampstead, Highgate and Annotto Bay. The Mayor of Ocho Rios did the handing over of the batons at White River to the athletes.

The race culminated at HiLo Car Park where the athletes handed the batons to His Worship the Mayor, Cllr. Richard Creary who handed the athletes medals. Mayor Creary highlighted the gathering on the rationale of the Cross Country Run.

The batons were handed over to Portland on Friday October 27, at Dover, by the SDC staff.

Thanks the St. Mary Municipal Corporation, The Ministry of Health, Jamaica Constabulary Force who contributed their efforts towards a wonderful execution.

- *The Social Development Commission will be hosting its third annual Community Award Ceremony on Saturday November 18, 2017 at Moxon Restaurant and Hotel. Community groups have been nominated in varied categories and the top Community Groups will be awarded on the night.*
- *The Social Development Commission hosted a community engagement workshop in collaboration with the Caribbean Development Bank on Tuesday October 24, 2017 at the Port Maria Civic Centre. Approximately fifty community representatives from varied Community Based Organizations were in attendance.*
- *Two project proposals were completed by Officers for Dover playfield and Three Hills farmers Group. (The fencing of the Dover playfield and computers for three Hills)*
- *Two community groups: Jeffrey Town Farmers Group and Elliott Farmers Group have been approved for 9.5 million in grant funding. Cold storage for Jeffrey Town and Green House for the Elliott Farmers Group.*
- *Gayle Cricket Team (2nd place) Boscobel Cricket Team, (3rd place) Port Maria Netball Team, (3rd place & Enfield Netball, (2nd place) at the parish level would have completed their community projects.”*

The Chairperson thanked Mr. Sinclair for his presentation.

(f) RURAL AGRICULTURAL DEVELOPMENT AUTHORITY (RADA)

1) ABIS Farmer Registration

1. Total Number of registered farmers – A total of ten thousand seven hundred and ninety-seven (10,797) farmers have been registered to date.
2. Farmer Profile Updates - A total of eight hundred and fifty-eight (858) farmers’ profiles were updated for the month.

2) Visits

1. Agricultural Extension Officers Farm Visits – Over the period a total of four hundred and thirty-nine (439) farm visits were conducted during the reporting period, to cover crop care and management, pest and pesticide surveillances, Crop and Livestock production, Marketing and Land Husbandry practices.
2. Home Visits (Home Economics) - One (1) Home visit was conducted over the reporting period.

3) Training Sessions:

1. Crop Production Training Sessions- Formal – During the reporting period of October 2017 three (3) Crop Production training sessions were conducted.
2. Crop Care Training Sessions- Formal –Four (4) Formal Crop Care Training Sessions were conducted for the month of October 2017.
3. Facilitated Training Sessions – Six (6) facilitated training session was conducted during the reporting period.
4. Livestock Production Training Sessions Formal – No formal Livestock Production Training Session were conducted over the reporting period.
5. Land Husbandry Training Sessions Formal – There was no farmer training sessions conducted for reporting period.

6. Marketing Training Sessions Formal – There was no formal Marketing Training session during the reporting period.
7. Social services/Home Economics Training Sessions Formal- Three (3) training sessions were conducted over the reporting period.
8. Farmers Trained Formal – A total of one hundred and eighty-four (184) farmers were trained formally for the month of October 2017

b. **Staff Training**

- All Officers were trained in Onion Production at Bodles.

4. **Workshop/Seminar/Meeting/Exhibition/Collaboration**

- a. PMO Groups Formed/ Strengthened –A total of thirteen (13) PMO/other groups were strengthened for the period.
- b. Home Economics Groups Serviced – Five (5) groups were serviced during the reporting period; Fort George Honey Production Project, Windsor Castle Social Services/Home Economics Benevolent Society, Gifted Hands Group, Happy Day Seniors Group and Port Maria Home Economic Movement.

5. **Projects/Programmes:**

<u>Programmes/Projects</u>	<u>Update</u>	<u>Programmes/Projects</u>	<u>Update</u>
GOJ/Adaptation Fund Programme Water Harvesting Project: Jeffrey Town Water Harvesting Project	The Entombment has been completed. Two (2) tanks and the project signage were erected.	GOJ/Adaptation Fund Programme Water Harvesting Project: Enfield Water Harvesting Project	The entombment is approximately 87% completed. A Variation was done to afford the project additional funding for the completion. However the laying of the pipes will begin in short order. No work was done due to the weather conditions.
GOJ/Adaptation Fund Programme Water Harvesting Project: Blue Gate/Carron Hall Water Harvesting Project	Pond has been excavated and rolled. However, due to continuous rainfall, the lining of the pond and laying of the pipes were delayed.	Production Incentive Programme - Pringle's Home Layers Project	Construction of building is completed. 168 birds laying 3 ½ flats per day. There was no mortality for the reporting period.
Fort George Honey Production EU Bee Project	The Project currently has thirty-eight (38) boxes which make a total of fifteen (15) colonies (1 double and 14 triple). Members visit the Apiary once weekly to monitor and do work activities.	Agro-Processing Incubator	Building facility has been completed. Equipment was received and the industrial kettle, restaurant range and dump station was installed. The electricity has been installed and the Parish awaits the various distributors and suppliers to come and test their equipment. The Home Economics/Social Services Officer has completed training sessions on the operation and management of the incubator.
Import Substitution Irish Potato Programme	Land preparation is in progress for the planting of Irish potato for the upcoming season.	Relief Support for Farmers affected by Flood Rains (2,395,000)	Inputs were distributed to farmers throughout the extension areas. Approximately 500 farmers have benefitted to date.
Relief Support for Farmers affected by Flood Rains (1,500,000)	Extension Officers are in the process of distributing fertilizers, pesticides and seeds to farmers that were affected by the flood rains. Approximately 200 farmers have benefitted to date.	Import Substitution Onion Programme	Land preparation is in progress for the planting of onions for the upcoming season. A total of 13.9 hectares is projected to be planted by the parish. The Parish received a total of 68 (1lb) tins of Onion; to date 0.75 hectares has been established mainly in the

			<i>Gayle Extension Area. Land preparation for the crop is still ongoing; however, the weather conditions have caused some delay.</i>
<i>Moroccan Fertiliser Programme</i>	<i>The parish received 716 bags of fertilisers, A total of 358 have been distributed to date.</i>		

6. *Livestock Activities*

<i>Beef</i>	<i>Dairy</i>	<i>Broiler</i>	<i>Layer</i>	<i>Pig</i>	<i>Goat</i>	<i>Rabbit</i>	<i>Sheep</i>	<i>Apiary</i>
4,110	752	45,130	64,240	16,485	15,066	3,344	519	1,165

7. *Marketing Activities* – Marketing linkages were made between 18 farmers and various buyers for supplying farm produce valuing \$957,160.00 and a total volume of 9,070 kg.

8. *Land Husbandry/ Soil Management Activities*

i. *Agronomic Methods* – 3 hectares of cover cropping, 3 hectares of intercropping, 3 hectares of Mulching/ Plastic and 40 meters of vegetative barriers/pineapple.

9. *Social Services/Home Economics Activities*

10. *One (1) Inter-Agency Collaboration* was done with the National Council for Senior Citizens. **"Crop Production-** Hectares planted increase by 5% when compared to the corresponding period last year (2016). Hectares reaped and tonnage reaped increased by 12.9% and 11.3% respectively.

Hot Pepper planted registered the largest increase by 12.1 hectares when compared to last year; this is due to a Food for the Poor hot pepper project in the Windsor Castle area which has been positively impacting the production of the crop in the Parish. Most of these farmers are presently planting the West Indian red variety and marketing the crop through agro-processors such as Grace Associated Manufacturers Limited (Walkerswood).

Crop Category	Hectares Planted This Month	Hectares Planted Previous Year & Month	Hectares Reaped This Month	Hectares Reaped Previous Year & Month	Hectares Growing This Month	Hectares Growing Previous Year & Month	Hectares Loss This Month	Hectares Loss Previous Year
Legumes	5.6	7.9	5.6	6.6	24.2	35.8	0	3.3
Vegetables	45	45.8	50	40.3	135.5	159.1	0	16.4
Condiments	24.9	14.7	17.7	11.2	75	59	0	3.2
Fruits	11.9	10.1	10.1	10.1	131.5	138.2	0	1.3
Cereals	3.6	6.4	5.6	3.6	14.5	11.9	0	0
Plantains	23.9	26.2	28	29.8	252.1	247.5	0	3.2
Potatoes	5.5	6.6	6.4	7.8	32.5	34.3	0	0
Yams	7.5	5.6	8.2	7.7	77.6	86.9	0	3.9
Other Tubers	8.5	6.6	9.1	7.1	79.5	92.2	0	1
Total	136.4	129.9	140.7	124.2	822.4	864.9	0	32.3

11. *Income Generation Activities*

a) *Nursery Production-* There are no new updates.

b) *Tractor service* – The tractor is operational and accessible by: application, payment of \$3,500.00 per hour and transportation at \$150.00 per km from the parish office to the location and return.

c) *Tools & Equipment Rental-* Items available for rental include: Mist Blower, Weed Wacker, Spray Pans and a Rotovator.

d) *Truck Rental-*The Parish presently has two (2) trucks for rental, namely a Hyundai Box Truck and an Isuzu Store Body Truck.

The Chairperson thanked Ms. Hyde for her presentation.

(g) JAMAICA CONSTABULARY FORCE (JCF)

The Chairperson informed that Mr. Dudley Scott was currently Acting as Superintendent of Police until a new commander was put in place. He asked that the Acting Chief Executive Officer write Superintendent Scott informing that he or a representative of the Jamaica Constabulary Force must be in attendance at the sitting of General Council Meeting.

ACTION: ACEO

(h) JAMAICA CULTURAL DEVELOPMENT COMMISSION (JCDC)

The Chairperson informed that Mr. Ryan Hewitt of the JCDC sent his apology.

(i) YOUTH MAYOR/YOUTH COUNCILLORS

The Chairperson informed that Youth Council Meeting was held on 2017 November 06 and Mr. Mark Graham representing the Hampstead Division was nominated as Youth Mayor 2017/2018 and would be given \$500,000.00 to do a project within his division.

Councillor Freeman enquired about the amount that would be allocated to the other Youth Councillors.

The Chairperson responded that they would be given \$25,000.00 each.

ANNOUNCEMENTS

The Chairperson referred to his Opening Remarks.

The Council noted.

NOTICE OF MOTION FROM ANNOUNCEMENTS

Nil

UNFINISHED BUSINESS OF FORMER MEETINGS

Nil

MINUTES OF COMMITTEES FOR ACCEPTANCE

The following Minutes of Committees were presented for acceptance as under:

- a) *Human Resource Management*
- b) *Poor Relief*
- c) *Physical Planning, Environment & Development*
- d) *Finance*

On a motion by Councillor Freeman seconded by Councillor Hudson, the Minutes of Committee Meetings were accepted.

CORRESPONDENCE

a. Re: Lease of Main Street, Highgate, St. Mary

The Acting Chief Executive Officer presented letter dated September 12, 2017 from the Ministry of Local Government & Community Development as under:

"The Ministry of Local Government and Community Development acknowledges receipt of your letter dated August 31, 2017 which enclosed copy of registered title (vol. 312 and Fol. 103)

for the Colonial Secretary of Jamaica (now Commissioner of Lands) for land at Highgate, St. Mary.

Further to the captioned matter, you are being asked to provide the following clarifications to assist the Ministry's Land Divestment Advisory Committee to accurately review application to lease land:

1. Whether there is an existing lease agreement between Commissioner of Lands and the St. Mary Municipal Corporation for the said location.
2. It is anticipated that based on the Lease Agreement, the approval of the Commissioner of Lands and the Ministry may be required to sublet the property and as such the copy of the Lease needs to be provided. Further, please note that the tenure of the Lease as stated in the Lease Agreement will determine whether the St. Mary Municipal Corporation has the tenure to sublet the premises.

The document is required to be submitted as a matter of priority to the Ministry **on or before November 22, 2017**. Please notify the Ministry in writing if you are unable to submit the additional documentation within the stipulated time. Failure to submit the documentation will further delay the process."

The Chairperson stated that the Municipal Corporation's properties, as with most government agencies, were vested in the Commissioner of Lands and informed that the Corporation was not in possession of a lease neither was one required. He further stated that the property was a part of the Highgate Market and that the shop was leased in the past, a section was currently leased and asked that a response be sent to the Ministry informing of same.

Further, he asked that the necessary research be done to locate a letter that was sent to Mrs. Elizabeth Stair in 2009/2010. He stated that a letter was also written to the former Prime Minister Hon, Bruce Golding who subsequently wrote Mrs. Stair instructing her to transfer all of those properties vested in the Commissioner of Lands to the St. Mary Municipal Corporation (formerly St. Mary Parish Council). He further stated that a list of over one hundred (100) properties were sent to Ms. Stair, inclusive of the Pauper Properties however, she asked that a priority list be done - this was sent, but nothing has happened since. He asked that the said correspondence be located and forwarded to Mrs. Stair, asking for an update regarding same and that he be provided with a copy to hand to the respective Minister. He stated that if that letter could not be located, then he would be doing another letter to the Minister requesting that these properties be transferred.

ACTION: ACEO

b. SUPPLEMENTARY CORRESPONDENCE

1. Re: CHILDREN'S AWARD FUNCTION – BOARD OF SUPERVISION

The Acting Chief Executive Officer presented letter dated November 6, 2017 from Board of Supervision as under:

"The Outreach and Welfare committee of the Board of Supervision (for the Relief of the Poor in Jamaica) is cordially inviting you to its Children's Awards Function on Tuesday, November 28, 2017, at 9:00am at Mona Visitor's Lodge and Conference Centre, Mona Kingston. The objective of the event is to recognize and celebrate the efforts and resilience of the children who are beneficiaries of the Poor Relief Department and have done exceptionally well in the recent G-SAT, CXC and CAPE examinations.

These children have been drawn from all Poor Relief Departments across the Island. They will be given trophies and plaques as a motivational and congratulatory token for their hard work.

We are asking the Municipal Corporation to partner with us to offer financial assistance to the students in your parish who are still attending school in order to further offset some of the school related expenses. We are there requesting a contribution to facilitate same."

She informed that the two awardees were Errol Johnson of Islington and Steven James of Huddersfield and they were both at St. Mary High Sixth Form.

The Chairperson stated that the matter was discussed at the recent Strategic Planning and Policy Committee Meeting and the Inspector of Poor was expected to give a suggestion as to the contribution to be made to be presented at the next Finance Committee Meeting for approval.

NOTED:

2. Re: NOMINATION – PRIME MINISTER’S MEDAL OF APPRECIATION FOR SERVICE TO JAMAICA CEREMONY 2017

The Acting Chief Executive Officer presented letter dated No 2017 from the Office of the Prime Minister as under:

“You are invited to submit nominations for the possible award of the Prime Minister’s Medal of Appreciation for Services to Jamaica to mark the 55th year Anniversary of Jamaica’s independence.

It is proposed that this Award be limited and meaningful and it would be made to persons who have contributed to nation building and emphasis should be placed on service to country.

The Award will be conferred by the Prime Minister on the advice of the Cabinet Sub-Committee on National Honours.

THE 1983 COMMEMORATIVE AWARD

The Prime Minister’s medal of Appreciation was originally instituted by Proclamation made by the Governor-General in 1983, as a Commemorative Award to Jamaican Citizens, for Community Service, on the occasion of the celebration of the 21st Anniversary of Independence.

THE NEW PM/MOA

The new Prime Minister’s Medal of Appreciation from Service to Jamaica, was authorized by Proclamation made by the Governor-General on 1st August 1987.

An Award may now be made to any person or group of persons.

The Sub-Committee is informing Cabinet of the Rules of governing the Prime Minister’s Medal of Appreciation:

- a) Award to be made for significant contribution to the economic, social, cultural, or political development of Jamaica, or to Jamaicans residing abroad.*
- b) Awards to be limited to 25 per year expecting during the 25th Anniversary of Independence (1987) and every 5 years thereafter*
- c) The name(s) of the Recipient (s) of Award to be published in Jamaica Gazette.*

The Award is open to nomination from all categories. No self-nomination will be accepted and recipient of National Honours and Awards will be excluded. A video presentation should also be submitted, however this is optional.

Nominations should be submitted on the enclosed Nomination Form which should be completed in accordance with the Notes and Guidelines for Nominations attached to the forms.

Completed Nomination Forms should be sent to:

The Secretary-General

The Chancery of the Orders of the Societies of Honour

Office of the Prime Minister

1 Devon Road

Kingston 10

Email: chan-prot@opm.gov.jm

NOT LATER THAN THURSDAY, 30TH NOVEMBER 2017”

The Chairperson asked that Councillors identify person within their divisions who would be worthy of such an award and make the nomination by completing the applicable form and asked that the matter be transferred to Civic & Community Affair Committee.

NEW BUSINESS

Nil

PETITION

Nil

RESOLUTIONS

A. RESOLUTION FOR SUPPORT

The Acting Chief Executive Officer read the following resolution from the Westmoreland Municipal Corporation passed on September 14, 2017.

"WHEREAS a percentage of property tax collected in the parish is dedicated to NSWMA and assist with the Payment of streetlights on a monthly basis in order to provide garbage collection and streetlights;

AND WHEREAS there has been complaints from residents that services being offered by these Agencies are not satisfactorily being done;

AND WHEREAS these Agencies are the service providers and should therefore provide good service;

BE IT RESOLVED THAT this Municipal Corporation in session request that before allocation is paid over to these Agencies the Municipal Corporation should verify that the required services were provided;

BE IT FURTHER RESOLVED that this resolution be forwarded to the Minister of Local Government and Community Development and all Municipal Corporation for their support.

Moved by Councillor Cebert McFarlane

Seconded by Councillor Danree Delancy"

The Chairperson stated that he understood what the Westmoreland Municipal Corporation was trying to achieve but it would be difficult to verify garbage collection prior to making payments. He indicated that it could be done with JPS, however it has been something which the local authorities have been trying but have not been successful. He further stated whichever administration was in office, the Ministry has had a significant amount outstanding to JPS and was of the opinion that it was not practical to withhold payments due to streetlights not being functional because the Ministry was already in arrears.

The Corporation noted the resolution.

B. FUNDING FOR THE IMPLEMENTATION OF THE YOUTH MAYOR'S PROJECT (2017)

The Acting Chief Executive Officer read the following resolution:



WHEREAS November is celebrated as Local Government and Community Development Month;

AND WHEREAS the St. Mary Municipal Corporation as a part of the Month's celebration selected its Youth Mayor on Monday, November 06, 2017;

AND WHEREAS the Youth Mayor will be mandated to identify a suitable project for implementation;

BE IT RESOLVED that the **ST. MARY MUNICIPAL CORPORATION** is requesting an amount of **FIVE HUNDRED THOUSAND DOLLARS** (\$500,000) from the Equalization Fund towards the project;

AND BE IT FURTHER RESOLVED that this resolution be sent to the Ministry of Local Government and Community Development for support.

On a motion by Councillor Hudson seconded by Councillor Kidd, the Committee approved.

C. RESOLUTION TO AFFIX COMMON SEAL

1. CONTRACT FOR CONSTRUCTION OF RETAINING WALL & NETBALL COURT - STEWART TOWN, ST. MARY

The Acting Chief Executive Officer read the following resolution:

WHEREAS Hon. Minister Robert Montague, Member of Parliament, St. Mary Western had requested of the St. Mary Municipal Corporation to prepare an estimate for the construction of a retaining wall and netball court for Stewart Town;

AND WHEREAS the estimate totals Three Million Dollars to execute the works;

AND WHEREAS the Tourism Product Development Company through their Spruce Up "Pon Di Corner" 17/18 Programme has funded the project and has chosen the St. Mary Municipal Corporation as the Implementing Agency/Contractor;

BE IT RESOLVED that the Council authorizes the Acting Chief Executive Officer to sign the contract document on behalf of the Corporation;

BE IT FURTHER RESOLVED that the Common Seal of the St. Mary Municipal Corporation is hereby affixed to this resolution and the attached contract documents.

THE COMMON SEAL OF THE ST. MARY MUNICIPAL CORPORATION is hereto affixed at Port Maria in pursuance of a resolution passed at a meeting of the said Council held on 2017 November 09 in the presence of:-

The Chairperson enquired about the source of funding.

The Acting Chief Executive Officer responded that the project was being funded by TPDCO under the Spruce Up "Pon Di Corner" 17/18 Programme.

On a motion by Councillor Sewell seconded by Councillor Lee, the Committee approved.

2. ISSUANCE OF FINAL APPROVAL/CERTIFICATE OF COMPLETION/RELEASE OF TITLES & USE OF THE CORPORATION'S SEAL

The Director of Planning presented the following Resolutions as under:

SUBDIVISIONS for Council Meeting November 09, 2017					
Cons #	Reference no.	Certificate of Completion/release of Titles	Description	Mover	Seconder
1.	2004-05005-SA00007	Bernice Davis	Lands part of FRIENDSHIP - seven (7) residential lots subdivision 10,930 sq m – Release of Lot# 1-3.	Cllr. Dixon	Cllr. Freeman
2.	2014-05005-SA00028	Elsa Bryan c/o Ann Marie Webb	Lands part of BARRIFFE HALL – two (2) residential lots subdivision 3,926.537 sq m – Release of Lot# 2.	Cllr. Kidd	Cllr. Sewell
3.	2015-05005-SA00009	Derrick McDonald c/o Christine Simpson	Lands part of Spring Valley called VALLEY BUSH – three (3) lots homestead subdivision 4,236.57 sq m – Release of Lot# 4A.	Cllr. Lee	Cllr. Hudson
4.	2009-05005-SA00028	Zachariah Styles c/o Joy Henry	Lands part of CRESCENT – three (3) lots subdivision 7,932.139 sq m – Release of Lot# 1, 2 & 3 for Institutional (Church), Residential & Residential & Commercial purposes respectively.	Cllr. James	Cllr. Hutchinson
5.	561/2497	Charles Christian	Lands part of UPPER ESHER & CROMWELL MOUNTAIN – two (2) lots residential subdivision 4,182.6 sq m – Release of Lot# 1	Cllr. Freeman	Cllr. Danvers
6.	2008-05005-SA00014	Mario Pottinger c/o Hopeton E. Chambers & Associates	Lands part of UPPER BOSCOBEL – sixteen (16) lots residential subdivision 12,902.81 sq m – Release of Lots # 1-16.	Cllr. Sewell	Cllr. Dixon
Cons #	Reference no.	Final Approval	Description	Mover	Seconder
1.	2016-05005-SA00007	Herbie Ballentine	Lands part of RICHMOND – 5,724.310 sq m - two (2) lots for homestead purposes	Cllr. Lee	Cllr. Kidd
2.	2015-05005-SA00014	Clive Absalam	Lands part of called PEMBERTON VALLEY – 4,150.478 sq m - four (4) lots for residential purposes	Cllr. Kidd	Cllr. James
3.	2011-05005-SA00008	Charlotte Crooks	Lands part of CASCADE – 4,301.22 sq m - two (2) lots for Residential and homestead purposes	Cllr. Lee	Cllr. Hutchinson

The Council approved.

QUESTIONS

Councillor Kidd asked, “Is the Corporation aware of a leaking NWC pipe which was shown to the relevant person on a tour approximately 4 months in the Hamilton Mountain area?” Further, he stated that the matter has yet to be addressed and mentioned that the street had no name but it was coming from the Seventh Day Adventist Church; it was the second left turn, the entrance to Bogogie.

The Chairperson suggested that a community meeting be facilitated in an effort of identifying a name for that street.

ADJOURNMENT

The Chairperson thanked everyone for attending the meeting.

There being no other matter for discussion the meeting was adjourned on a motion by Councillor James seconded by Councillor Freeman at 12: 35 p.m.

C O N F I R M E D

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CHAIRPERSON
ST. MARY MUNICIPAL CORPORATION

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CLERK TO COMMITTEE
ST. MARY MUNICIPAL CORPORATION

DATE.....

DATE.....

