

MINUTES OF MEETINGGRAND FALLS-WINDSOR TOWN COUNCILHELD IN THE TOWN HALL7:00 P.M., TUESDAY, OCTOBER 25TH, 2016

PRESENT: Mayor: Barry Manuel
Deputy Mayor: Darren Finn
Councillors: Peggy Bartlett, Mike Browne, Amy Coady-Davis,
Bruce Moores, Tom Pinsent
Staff: J. Suanders, Town Manager\Clerk
N. Chatman, Director of Engineering & Works
K. Antle, Director of Parks & Recreation

ABSENT: Staff: B. Griffin, Director of Finance

Prior to the meeting the Mayor introduced and welcomed Ms. Teen Grand Falls-Windsor, Shanlee Mitchell. Ms. Mitchell just returned from the “Miss Teen Canada Globe Pageant” in Toronto and was awarded the “Young Achievers Award”. She is actively involved with Scouts Canada and looking to become more involved with the community. She thanked Council for supporting her on her trip to Toronto.

The Mayor welcomed the Ebulhayr family from Syria who recently settled in Grand Falls-Windsor. Fehed, their eight (8) year old and Meryemb, their six (6) year old are adjusting quite well and are learning English at home. The Mayor also thanked and congratulated the Committee who raised the funds to bring them to Grand Falls-Windsor and providing support as they adjust to their new home.

Mr. Ebulhayr, on behalf of his family, thanked Council and the Committee for all the support and welcoming in the community.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #469 of Tuesday, October 4th, 2016.

Motion

Moores\Bartlett

Be it resolved that the Minutes of Meeting #469 of Tuesday, October 4th, 2016 would be adopted as circulated. This motion carried by a vote of 7-0.

BUSINESS ARISING OUT OF THE MINUTES

None

DISBURSEMENT REPORT

Councillor Pinsent presented the disbursement report in the amount of \$1,605,788.46.

Motion

Pinsent\Finn

Be it resolved that the disbursement report in the amount of \$1,605,788.46 would be adopted as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Parks, Recreation and Special Events

The following report was presented by Councillor Browne.

Meeting with Curling Club

Steve Lewis from the Exploits Curling Club met with the Committee to discuss the Town's sponsorship of the Curling Club.

The Committee recommends we provide snow clearing of their parking lot, grub off land at the side and rear of the Curling Club to increase the size of their parking lot and to provide them with the second half of their \$15,000.00 operating grant.

Midwinter Bivver

The Committee discussed the pros and cons of leaving this year's Midwinter Bivver on the same date as the snowmobile ride in Gander, February 17th-19th, 2017. The Committee also discussed how we will promote the event this year.

The Committee recommends to change the date of this year's Bivver to February 10th-12th, 2017 and to promote the event through social media.

Red Maple Festival

The Director of Parks and Recreation presented the Committee with the finalized Red Maple Festival schedule. The Committee discussed possible admission fees to go to charity for some of the family events.

The Committee recommends free admission to all Town sponsored family events and for staff to promote the Festival through social media and to distribute flyers to all the schools.

Rogers Hometown Hockey Update

The Director of Parks and Recreation informed the Committee of the plans for the Rogers Hometown Hockey Event scheduled for October 29th-30th. The Committee discussed the closure of High Street to vehicle traffic from Thursday, October 27th to Sunday, October 30th.

The Committee recommends staff contact all businesses on High Street that will be affected by these closures and make all the necessary arrangements to accommodate businesses staff and customers. The Committee also recommends citizens come down to High Street to take part in all the activities.

CNVAS Mural Proposal

The Committee discussed a proposal from CNVAS to paint murals on the side of the Parks and Recreation Depot at Centennial Field.

The Committee recommends staff purchase the necessary materials and for the CNVAS group to present a draft to the Committee for final approval. CNVAS will paint the murals on 4' x 8' sheets of dibond over the winter and staff will install them next spring.

Fire Department Logo Request

The Committee discussed a proposal from the Fire Department to install a Fire Department logo at center ice in our arenas.

The Committee denies this request due to sponsorship agreements for current ice logos at center ice. Staff are asked to meet with the Fire Department to see if there are other opportunities to help promote the Fire Department and their Fire Safety message.

Ski Hut Construction Update

The Director of Parks and Recreation updated the Committee on the progress with the funding for the improvements to the Cross Country Ski Trails. Staff have a meeting with ACOA this week to finalize the application for funding.

The Committee recommends staff finalize the funding agreements and report back to the Committee.

Director's Report

The Director of Parks and Recreation presented a list of events, activities and programs the Department organized in the last few weeks as well as a list of upcoming events being planned.

The Committee recommends staff continue with the planning and implementation of these new events and activities.

Recreation Complex Study

The Director of Parks and Recreation presented the Committee with a request to complete a Needs Assessment Study for a new Recreation Complex in Grand Falls-Windsor.

The Committee recommends this request be included in the aims and objectives of the 2017 Parks and Recreation Budget.

I move the recommendations and report of this Committee.

Motion

Browne\Finn

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Councillor Bartlett reiterated the excitement generated by Rogers Hometown Hockey this week-end.

The Mayor stated it is a huge event with games, music, give-a-ways, food, etc... All are welcome to the free event to help us celebrate.

Councillor Browne congratulated the Recreation Department on the great line-up for the Red Maple Festival and encouraged residents to check the website or contact the Recreation Department for additional information. Also, the Cataracts have two (2) games this week-end so get out and support the team.

Public Works and Planning

The following report was presented by Councillor Coady-Davis.

Immaculate Conception

There was correspondence from Father Joseph Uy of the Immaculate Conception Cathedral Parish stating that the Parish grants permission for the Town to repair the Monsignor Finn graveside at the cemetery located on Union Street.

The Committee recommends staff contact the Parish and ask them to provide an estimate to complete the repairs and bring back to the Committee for discussion.

Correspondence – Lewis & Tiffany Bartlett – 353A Grenfell Heights

Mr. & Mrs. Bartlett has inquired about the purchase of the property located adjacent to their residence at 353A Grenfell Heights. Staff informed them the cost of this property is \$625\foot frontage plus HST, survey and legal fees. They are now requesting a reduction in the price as the lot cannot accommodate a new dwelling as per regulations and would only be used to extend their property.

The Committee recommends that the sale price for this property to remain as per policy.

Queen Street Parking

A letter was previously sent to residents of Queen Street and Peronne Road to inquire on possible changes to parking near the Royal Canadian Legion. There were 10 responses received with 9\10 stating to leave parking as “one side only” and to provide better signage and more monitoring by the Municipal Enforcement Officers. Councillor Pinsent also noted that staff at events usually park at the spaces near the building taking away from patrons.

The Committee recommends staff review all concerns and update signage on the street. Also, the Municipal Enforcement Officers can provide more routine checks, especially during events. The Committee also recommends staff contact the Royal Canadian Legion to stress the importance of workers to park on the lower section and upgrade this area as well.

31 Harmsworth Drive – Robert Goulding

Mr. Goulding had requested to meet with Council to discuss the dispute with his neighbour over the construction of a retaining wall. Mr. Goulding arrived at 5:30 P.M. and provided details of the history of the dispute and requested assistance of extending the wall an additional 4.5m to 6.0m. Mr. Goulding was excused at appropriately 6:15 P.M.

The Committee recommends that no further action be taken by Council as a legal agreement has already been established and they have completed their obligation on the issue.

Engineering and Works Policies

The Committee reviewed the proposed changes to the existing Engineering and Works policies that required updating.

The Committee recommends that these changes be accepted and forwarded to the Finance Department for inclusion.

Correspondence – Ken Thomas – Speeding on Lincoln Road

The Committee discussed the correspondence from Mr. Ken Thomas regarding vehicles speeding in the residential section of Lincoln Road.

The Committee recommends that staff ensure adequate speed signs in the area and for the Municipal Enforcement Officers to provide some additional presence in the area. Furthermore, the Committee requested that staff develop policies for the criteria to place speed signs and bring back to Committee for discussion.

Warhall Investments

The Committee reviewed a request by Warhall Investments to rezone a section of Lincoln Road to accommodate construction of a medical\dental office.

The Committee recommends staff commence the process for the rezoning request and the Committee will revisit once more information is available.

Container Style Housing

The Committee reviewed a generic concept of a container style modular home that was submitted by Mr. Brian Hunter. Mr. Hunter would like authorization to construct a similar home in Grand Falls-Windsor.

Although there are zones that could accommodate such as dwelling, the Committee requested that staff obtain actual plans of the proposed unit and the location Mr. Hunter would like to build.

2 and 2A Eighth Avenue – Tony Power

The Committee discussed the request by Mr. Tony Power for the Town to purchase the two (2) properties.

The Committee recommends staff instruct Mr. Power that the Town is not interested in the property and continue with the clean-up order of the properties.

Roundabout Center Island

The Committee discussed a request by Mr. Terrence Hancock to have the salmon monument that was previously on the Trans Canada Highway installed at the center island of the new roundabout. The monument in question has already been committed to be installed for the access of the Salmon Ladder.

The Committee has concerns that such a monument may provide a distraction to motorists and recommends the area to be landscaped only as intended with sod and other vegetation. The Committee also would like staff to respond to Mr. Hancock thanking him for his suggestion.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Bartlett

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Councillor Browne requested information on paving Second Avenue.

The Director of Engineering and Works stated it should be completed by the end of next week.

Councillor Browne thanked residents for their patience during this construction season.

Councillor Bartlett reference parking issues on Pondview Drive and asked for it to be added to the next Public Works and Planning Committee meeting.

Committee of the Whole

The following report was presented by Deputy Mayor Finn.

Heritage Committee Presentation

The Heritage Committee made a presentation to Council on their decision to develop a new Strategic Plan and to comment on the Grand Falls House Report. They have concerns how the development of the Grand Falls House will impact heritage development in Grand Falls-Windsor and feel they should be located next to the Grand Falls House in the Mill Manager's House. Ms. Simpson was the spokesperson and gave a brief presentation (attached). The concept is to develop the Grand Falls House and immediate surroundings as a heritage park to communicate and celebrate the history of Grand Falls-Windsor.

There was discussion on the proposal and how it either supports or conflicts with the ideas of the Grand Falls House Foundation. The Committee was excused at 8:00 P.M.

The Committee recommends the report be considered as we move through the decision making process of developing the Grand Falls House property.

Cemetery Committee and Union Street Cemetery

The Cemetery Committee was invited to discuss the condition and concerns with the Union Street Cemetery. Mr. Jim Dobson of the United Church was the only member that attended.

Mr. Dobson stated that there is no structure to the Committee, no formal meeting process or Minutes kept. The main reason for the meeting is usually concerning the mowing of the grass during the summer. Mr. Dobson was excused at 8:35 P.M.

The Committee recommends that staff contact the Church Boards to arrange a meeting with the appropriate church leaders to discuss long term planning, the existing condition and a barrier between the Trans Canada Highway and the cemetery.

Syrian Family

Councillor Moores had suggested the Syrian family that recently settled in Grand Falls-Windsor be introduced to Council at a Council meeting.

Councillor Moores had discussed this with the family and the Committee responsible for bringing them to our community and they are ok with the introduction. It will be arranged for the next Council meeting.

Auditor's Report – Financial Statements as of December 31st, 2015

The Director of Finance circulated the Financial Statements as of December 31st, 2015. These will be reviewed in detail at the next Finance and Administration Committee meeting.

I move the recommendations and report of this Committee.

Motion

Finn\Moores

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Committee of the Whole

The following report was also presented by Deputy Mayor Finn.

Supreme Court Decision

Mayor Manuel thanked Minister Parsons for revisiting the decision to close the Supreme Court in Grand Falls-Windsor. This would have had a big impact on this area and we were pleased with the decision.

Minister Parsons reiterated the Chief Justice and staff presented ways to realize savings and therefore the decision was reversed. He has no plans to close any other Courts during his term.

RCMP Support

Mayor Manuel explained our position with respect to the number of RCMP members that are active from Grand Falls-Windsor Detachment. In order to

provide adequate coverage more members are required. Several points were discussed that support additional services.

Commanding Officer Clark said they are reviewing operations and seeking efficiencies to maximize the benefits of what they can accomplish within their funding allocation. There are no plans to reduce any members in Grand Falls-Windsor. The members do commit to providing Sherriff duties under their agreements and discussions are ongoing to minimize this task and free up members to do RCMP work. The same discussion is ongoing with Her Majesty's Penitentiary in Bishop's Falls to reduce prisoner transport and care.

Several other issues were discussed and additional meetings will be arranged with Staff Sargent Bryan and others to discuss in more detail.

RCMP Communications with Municipal Enforcement Officers

Mayor Manuel stated that Municipal Enforcement Officers have limited jurisdiction with some offences. Without proper communication with the RCMP, it has created problems.

Commanding Officer Clark stated this exists throughout the Province in different capacities.

Chief Constable Thibault stated the Municipal Enforcement Officers had communication until the radio system went digital. We feel it is vitally important that we have this communication to provide and/or receive support as required. Not aware of any incident in the past that resulted in misuse of information when participating in RCMP work.

Commanding Officer Clark committed to rechecking some "Memorandums of Understanding" with other jurisdictions that may work for us.

Provincial Court and Judges

The Mayor expressed Council's disappointment with the reduction of Judges at the Provincial Court from two (2) down to one (1).

Minister Parsons stated this process had started in 2013. The number of cases heard in Grand Falls-Windsor is comparable to other jurisdictions that have one (1) Judge. Minister Parsons stated he will be visiting Courts throughout the Province and meeting with stakeholders to determine if there are efficiencies that can be achieved. Minister Parsons stated he is available at any time to meet with Council to discuss issues.

The Mayor thanked the Minister and other Governments Officials and the RCMP staff for attending the meeting and responding to the concerns expressed.

Council will continue to lobby Government for additional resources for our community.

I move the recommendations and report of this Committee.

Motion

Finn\Coady-Davis

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Councillor Bartlett expressed disappointment with the reduction to one (1) Judge.

The Mayor stated all members of Council disagree with any reduction and will continue to lobby Government for additional services.

Deputy Mayor Finn stated we are all aware of the need for the additional Judge and RCMP members. We made our case quite clear to Government and feel we are being unfairly treated.

Finance and Administration

The following report was presented by Councillor Tom Pinsent.

Labour Report

The Committee reviewed the labour costs as of week forty (40). Total labour was \$2,540,225. This was \$72,625 (2.9%) under budget.

The Committee recommends that staff continue to monitor labour costs.

Cash Collections

The Committee reviewed the taxation receivable report as of September 30th. The total taxes outstanding as of that date are \$2,197,437. An increase of \$12,880 (.59%). The Committee also reviewed the pre-authorized payments and the number of water shut-offs.

The Committee recommends that staff pursue all outstanding taxes.

Funding Requests

The Committee reviewed a request from the Exploits Valley High School Cheerleading Team to attend the Cheer Expo National Championship in Halifax, Nova Scotia.

The Committee recommends that this be deferred to the Parks and Recreation Committee to be reviewed as per grants policy.

The Committee reviewed a request for sponsorship from the Canadian Cancer Society and the Grand Falls-Windsor Cataracts.

The Committee recommends the purchase of eight (8) seats at a cost of \$100 each.

The Committee reviewed a request from the College of the North Atlantic for the upcoming Provincial Business Case Competition.

The Committee recommends that \$500 be approved.

The Committee reviewed a request from the Bishop's Falls Lions Club to help support the purchase of a Mobile Command Center for the Exploits Search and Rescue team.

The Committee recommends that this be approved for \$10,000. The Committee also would like to commend the Exploits Search and Rescue team for their dedication and service to the region.

Video Surveillance – Saturday Drop-Off

The Committee reviewed a request for funding for video surveillance for the Saturday drop-off.

The Committee recommends that \$6,850 be approved. Prior to purchase, the Committee recommends that the Chief of Police and IT Support review our full needs and ensure that all purchases of camera equipment be compatible with our full system needs.

Budget Preparation Schedule

The Committee reviewed the Budget Preparation Schedule.

The Committee recommends that this be approved. The anticipated date for budget approval is December 6th, 2016.

Exploits Regional Services Board – Chemical Costs

The Committee reviewed chemical costs as of September 30th. Total costs incurred year-to-date are \$191,557 compared to annual budget of \$201,314. Due to increased volume of water produced, the budget of chemicals will have to be increased by approximately \$50,000.

The Committee recommends that staff continue to review consumption so that the increased costs can be avoided in the future.

Disbursement Report

The Committee reviewed the disbursement report for October 13th, 2016 in the amount of \$1,605,788.

The Committee recommends this be referred to the next Council meeting.

I move the recommendations and report of this Committee.

Motion

Pinsent\Browne

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Councillor Bartlett questioned the increased chemical costs at the Water Treatment Plant.

The Town Manager\Clerk explained areas that resulted in increased flows and therefore increased chemical costs. Several problem areas have been corrected and staff continue to manage this issue.

Deputy Mayor Finn asked residents to report any suspicious water problems or noise on their system. Every litre is a cost.

Economic Development, Tourism and Heritage

The following report was presented by Councillor Bartlett.

Town Videos

The Committee discussed the two (2) submissions from Cloudbreaker and Open Communications and the Economic Development Officer will forward the links to their sites for Council to review their work and then recommends one (1)

of them. The Economic Development Officer will then contact that company for a detailed budget and we will move forward on a four (4) season's Town promotional video.

Municipal Heritage Regulations – Town of Grand Falls-Windsor

The Committee reviewed the revised new regulations and made minor changes to the document. The Economic Development Officer will finalize the changes and submit to Council for the Committee of the Whole to review and adopt.

ICSC - Report

The Mayor and Economic Development Officer attended this Retail Trade Show in Toronto from September 19th-21st. We had a booth in the Show and met with several retailers and developers. The Town presented development information to the prospects and will keep in touch with them going forward.

Designate Train Engine Next to Mary March Museum as Municipal Heritage Site

The Town received a request from the Grand Falls-Windsor Heritage Society to designate this train as a Municipal Heritage site.

The Committee recommended that once the new Heritage Regulations have been officially adopted, they would revisit this request then.

Civic Awards

The Economic Development Officer presented a revised draft for the 2016 Civic Awards. He met with the Mayor and the Assistant Director of Parks and Recreation and they reviewed the various categories. They are recommending that there be a total of eleven (11) categories. The Economic Development Officer and Assistant Director of Parks and Recreation will finalize the criteria for each of the categories and make recommendations to Council in the coming weeks. Council will then review and make final recommendations on the format and judging. The intention is to hold this event in May of 2017.

Mobile Vendors - Decals

The Town received two (2) quotes to print these decals to be placed in the windows of mobile vendors. We currently produce our own decals in-house for

other regulations and will do the same for the Mobile Vendors. They will then be required to display those decals in their windows while operating.

Mineral Resources Review 2016

The Committee reviewed this Mining Trade Show and Conference scheduled for St. John's from November 3rd-5th.

The Committee recommended that the Town Manager\Clerk attend as a delegate.

Heritage Phone App

We were contacted by On This Spot, a company that develops phone apps. It would design a walking tour app of the various heritage sites in our community.

The Committee recommended that the Town not participate in this project at this time, but the Economic Development Officer will follow up with the company in 2017.

Adventure Central

The Committee discussed the Board make up of Adventure Central. The Economic Development Office will indicate to Adventure Central that the Town would like to offer itself as a member on their Board.

Business Forum

The Economic Development Officer and the Chair will set up a forum with open invitations as well as invite to select cross section of businesses.

Activity Report

The Economic Development Officer and Business Development Officer will continue to submit monthly activity reports.

Other Business

Announcement Banner – Town Website

The Economic Development Officer demonstrated how the current blue announcement banner functions work on the Town website. It is used when we have emergencies such as last week's flooding.

The Committee recommended that we enhance the size and look of that banner to make it more prominent on the top of the home page and possibly add a scrolling option as well.

I move the recommendations and report of this Committee.

Motion

Bartlett\Coady-Davis

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 7-0.

Councillor Pinsent questioned the Minutes relating to the Town video. It was agreed the Minutes be changed to reflect quotes from both companies and information will be reviewed by the Committee prior to any decision.

Deputy Mayor Finn stated we will follow all proper procedures in awarding any contract for the video.

OTHER BUSINESS

Councillor Coady-Davis noted upcoming events at the Gordon Pinsent Centre for the Arts and encouraged residents to support these shows. Also the Queen Street Dinner Theatre Christmas Shows are scheduled for December 6th-9th and tickets are available at the Legion. She encouraged residents to participate in the Red Maple Festival events that are ongoing until November 6th. She expressed congratulations to all involved in the Rock Culinary Tour that was at the Golf Club. She thanked residents for their patience this past year for the many Capital Works Projects that have been ongoing as well as the events of "Matthew". She also congratulated the Fire Department on their continued service to the community and commitment by all members of the Department.

Councillor Moores congratulated the Fire Department for their commitment and Award winner and on a successful Open House. He also thanked the Public Works staff for the efforts during storm Matthew to assist residents and minimize impact on infrastructure.

Councillor Bartlett congratulated all involved in a successful Seniors Fair. It was very well attended. She also thanked the Public Works staff for their efforts during storm Matthew. She noted Small Business Week was a success with the dinner at the Golf Course and coffee break at the Daily Grind. Networking is a great way to communicate. The Forestry Diversification Project is still ongoing and we expect to have the final report by the end of November. She also noted that Newfoundland Power contact information is on our website for any resident to report a street light not working.

Councillor Pinsent noted that the Business Competition is being held at the College of the North Atlantic representing sixteen (16) teams with two (2) from Qatar. Small business development is critical to the growth of our community. He also congratulated Councillor Moores and the Refugee Committee for the work on bringing a Syrian family to Grand Falls-Windsor and continuing to provide support. He congratulated the Town Band for their work and presently they have over forty (40) members.

Councillor Browne congratulated Robert Goulding on being elected to the Newfoundland and Labrador Baseball Hall of Fame. He also congratulated Helen Davis on retiring from a long career with the Town of Grand Falls-Windsor. He expressed thanks to the Committee for the support provided to the Syrian family. He mentioned that the Cataracts home opener is this week-end and encourage residents to get out and support the team.

Deputy Mayor Finn noted that the Central Newfoundland Waste Management Board adopted their 2017 operating budget. Grand Falls-Windsor has been advocating for changes and have written Minister Joyce requesting a meeting. The new budget reflects another increase in tipping fees and Grand Falls-Windsor representative, Councillor Moores, voted against the budget. He also mentioned the litter at community mailbox locations is an issue and noted this will be discussed at a future meeting. He explained that Canada Post recommends the shelters be removed because they promote litter. He said he checked approximately fifteen (15) mailbox locations and litter was only an issue at the ones with shelters.

The Mayor congratulated Councillor Amy Coady-Davis on winning the Central Director position with Municipalities Newfoundland and Labrador at the recent Conference. He also congratulated all involved in the successful Seniors Fair and the Firemen's Ball. He thanked the Public Works staff that assisted residents and worked in difficult conditions during the 200mm of rain that fell during storm Matthew. It was a significant amount and certainly stressful for those residents impacted. He noted that the first Community Awards are being discussed and planned for May 2017. He explained that we want to bring all awards to the one (1) night at the Gordon Pinsent Centre for the Arts with a social to follow in

the lobby after the Award Ceremony. He also mentioned that Halloween Night is approaching and asked all drivers to be extra caution driving with all the trick or treaters on the road. He noted Remembrance Day is within a couple weeks and asked residents to come out to the service at the Memorial Grounds on that very special day.

Motion

Pinsent\Bartlett

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of 7:00 P.M., Tuesday, November 15th, 2016. This motion carried by a vote of 7-0.

The meeting adjourned at 9:00 P.M.

Barry Manuel
Mayor

J. Saunders
Town Manager\Clerk