

MINUTES OF MEETINGGRAND FALLS-WINDSOR TOWN COUNCILHELD IN THE TOWN HALL7:00 P.M., TUESDAY, SEPTEMBER 7<sup>TH</sup>, 2004

PRESENT: Mayor: Walwin Blackmore  
 Deputy Mayor: Robert King  
 Councillors: Janice Eisenhauer-O'Reilly, Michael Griffin,  
 Barry Oake, Fred Parsons  
 Staff: J. Saunders, Director of Engineering  
 D. Nichols, Director of Parks & Recreation  
 B. Griffin, Director of Finance

ABSENT: Councillor: Jim Courtney  
 Staff: M. Pinsent, Town Manager\Clerk

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #275 of Tuesday, August 17<sup>th</sup>, 2004.

## Motion

Eisenhauer-O'Reilly\King

Be it resolved that the Minutes of Meeting #275 of Tuesday, August 17<sup>th</sup>, 2004 would be adopted as circulated. This motion carried by a vote of 6-0.

BUSINESS ARISING OUT OF THE MINUTES

Councillor Eisenhauer-O'Reilly questioned the follow-up with the Province on Pesticide Regulations.

The Director of Parks and Recreation informed Council that the information had been received would be distributed in the Friday packages.

DISBURSEMENT REPORT

Councillor Griffin presented the disbursement report in the amount of \$645,379.87.

## Motion

Griffin\Oake

Be it resolved that the disbursement report in the amount of \$645,379.87 would be adopted as presented. This motion carried by a vote of 6-0.

## COMMITTEE REPORTS

### Committee of the Whole

The following report was presented by Councillor Eisenhauer-O'Reilly.

#### Town Plan

There was considerable discussion on the draft Municipal Plan as prepared by the Planning Consultants. Council amended the document to reflect the consensus views of the Councillors. The Consultants will be directed to change the document and prepare the planning mapping.

#### Co-operative Merger

It was agreed that the draft list of conditions for the merger be sent to Bishop's Falls and wait until they are ready to respond. This letter will also be copied to the Minister of Municipal and Provincial Affairs.

#### Smoke Free Workplace Policy

The attached policy was agreed to by Council. This policy will prohibit smoking in all buildings owned and operated by the Town and all vehicle operated by the Town.

#### Committee Structure

The Mayor's proposed Committee Structure was reviewed and approved as attached.

#### Motion

Eisenhauer-O'Reilly\Parsons

Be it resolved that this report would be adopted as circulated with the noted changes. This motion carried by a vote of 6-0.

It was noted that under the Committee Structure there was a change in the Economic Development and Tourism Committee – Deputy Mayor King will serve instead of Councillor Griffin.

Also omitted from the Minutes was a recommendation to approve the financing of asphalt for the Interfaith Cemetery Committee to be repayable in full. It was noted that other Cemetery Association's would be treated on the same basis.

### Public Works and Planning

The following report was presented by Deputy Mayor King.

#### Development Proposal – Cater Avenue\Grenfell Heights

The Committee discussed the proposal for the construction of several multi-unit buildings at the end of Cater Avenue and at the rear of #21 Grenfell Heights.

The Committee recommends that this issue be addressed by our planners as part of the Town Plan Review.

#### Controlled Crosswalk – Cromer Avenue

The Committee discussed this issue and agrees that it be addressed as part of the possible realignment of Cromer Avenue\Harris Avenue and Duggan Street.

#### Town Hall Maintenance

The Committee discussed the need for replacing the flooring and painting the Town Hall. The approximate cost for this work is \$20,000.00.

The Committee recommends that this be addressed by the Finance and Administration Committee.

#### Discretionary Use - #42 Sullivan Street

The Committee discussed the request for a home based business called “Light Concept Nails”. The number of clients per day would be a maximum of one in the morning and one in the afternoon. The Committee also discussed concern expressed by a resident in the area (letter attached).

The Committee feels that the traffic generated by this home based business would not have any impact on the neighbourhood and therefore recommends it be approved.

#### Land Issue – Price’s Avenue\LeDrew Place

The Committee reviewed this issue and recommends that staff inform the Tremblett’s to remove their fence from Town property to enable the Town to sell the property to Mr. Rice.

#### Newfoundland Power Easements

The Committee discussed the problems being experienced with the location of accessory buildings where it impacts Newfoundland Power easements. Staff have to spend considerable time dealing with residents on policing the construction of accessory buildings outside these easements.

The Committee recommends that a letter be drafted (attached) and signed by all residents requesting a permit to construct an accessory building. Staff will continue to inform the residents that the building has to be constructed outside the easements, but the Town will only be enforcing our own regulation of one meter from the boundary.

Motion

King\Griffin

Be it resolved that this report would be adopted as circulated. This motion carried by a vote of 6-0.

Councillor Oake asked for clarification as to how the recommendation on easements would be enforced.

The Director of Engineering replied that it would be dealt with when properties are sold and suggested owners sign a waiver acknowledging the easement.

### Finance and Administration

The following report was presented by Councillor Griffin.

#### Audited Financial Statements

The Committee reviewed the 2003 Audited Financial Statements. This will be presented as a separate agenda item.

#### Management Letter

The Committee reviewed the management letter prepared in conjunction with the audit and recommends that the Finance Department implement these suggestions. No significant weaknesses in our internal control systems were identified.

#### Accounts Receivable

The Committee reviewed taxes receivable as of July 31<sup>st</sup>, 2004. Total amount outstanding was \$2,128,000 (\$2,000,000 – 2003). Of this amount, \$1.5 million (70%) is current and \$628,000 (30%) is arrears.

#### Labour Report

The Committee reviewed the year-to-date labour report for week 33. Total labour for this period is \$45,000 over Budget.

The Committee recommends that staff review their labour needs and reconcile this overage.

#### Cemetery Committee

This issue was referred to the Committee of the Whole.

#### Street Naming

The Committee discussed the issue of street names and procedures. Some concern was expressed with regards to filing of requests.

The Committee recommends that the Scott Avenue sub-division be referred to as Harmsworth sub-division and that streets in that area be named after paper delivery boats. The Committee also recommends that the Engineering Department maintain a list for requests of street names and that the Public Works and Planning Committee deal with future requests for street names.

#### Fire Department

The Committee reviewed a request from the Fire Department for additional capital funding of \$8,000. It was noted that the Department was successful in obtaining JEPP funding in the amount of \$12,810.

The Committee recommends that no additional funds be approved at this time.

#### Fuel Pricing

The Committee reviewed a summary of fuel prices for 2004. There have been significant increases in prices which will have an impact on our 2004 operating budget. This amount will be identified during our budget review procedures.

#### Town Hall Capital

The Committee reviewed a request from the Public Works and Planning Committee for capital funding for Town Hall office improvements.

The Committee recommends that no funds be allocated at this time, however, that this be given priority in the 2005 capital budget. It was also suggested that all Town Hall projects be considered at this time.

#### Laubach Society

The Committee reviewed a request from the Exploits Laubach Literacy Council to sponsor a luncheon for their Provincial Conference.

The Committee recommends that \$250.00 be approved.

#### Motion

Griffin\Oake

Be it resolved that this report would be adopted as circulated with the noted change. This motion carried by a vote of 6-0.

Councillor Eisenhauer-O'Reilly questioned the recommendation of the Public Works and Planning Committee dealing with future street names and the request for capital funding for the Fire Department in further discussion.

Councillor Parsons requested that the recommendation for street names to be named after paper delivery boats be removed from this report and voted on separately.

#### Amendment

Griffin\Parsons

Be it resolved the section "that streets in that area be named after paper delivery boats" be omitted from this report. This motion carried by a vote of 5-1 with Councillor Oake voting Nay.

#### Economic Development and Tourism

The following report was presented by Councillor Eisenhauer-O'Reilly.

#### Marketing Co-ordinator Report

The Community Profile has been reprinted as the original 650 copies were inadvertently distributed to the participants of the National Slo-Pitch

Softball Tournament. These profiles will be sent to the Head Offices of designated retail outlets in Canada and will be pursued in the future.

The boat races scheduled for the Exploits River near Sanger Memorial RV Park have the support of Council, but Council will not be partnering with the organizers.

It was determined that the Advisory Committee's role will change to reflect Council's objectives. Sector meetings will take place that will include:- retail, transportation, tourism, IT, manufacturing, small business, etc...

### EVEDC Awards

The Committee will nominate former Director Rod French for one of the Economic Development Awards for his work in spearheading the formation of the Provincial Newfoundland and Labrador Economic Developers Association (NLEDA). Councillor Courtney will write up the nomination for the September 10<sup>th</sup> deadline.

### Newfoundland & Labrador Community Economic Development Awards

Council will nominate Rod French and Tony Janes of the City of Mount Pearl for their efforts in organizing the Provincial Economic Developers Association (NLEDA). This Award is an initiative of the Department of Innovation, Trade and Rural Development.

### Wiring the Council Chambers

The Committee supports the idea of wiring the Council Chambers for internet access and recommends that this idea be addressed during the renovations of the Chambers.

### Updates

EXCITE - A sponsor meeting took place last week with a representative of General Electric and it was a very positive meeting.

University Committee - The Consultants have requested further information from Memorial University and the College of the North Atlantic on enrollment in Central Newfoundland. The Mayor suggested that if the Consultant is unsuccessful in accessing this information, to complete the report and forward it to Council.

EVEDC – The Development Corporation sent six (6) tickets to Council for their Annual General Meeting scheduled for September 23<sup>rd</sup>. This meeting will take place at the Royal Canadian Legion on Queen Street.

Centennial Committee – A new Marketing Co-ordinator, Denyse Barnes was hired last week. Council will ask Councillor Griffin to give a status report.

### Other

The Department is taking out a 1½ page ad in the Provincial Travel Guide for 2005 and will allow the Centennial Committee to utilize most of the copy.

There was some discussion on an invitation from the Cataracts Hockey Club for a golf tournament fundraiser, but the Committee felt that it was too late to act on the invitation.

### Heritage Society Presentation

In attendance at this presentation on behalf of the Grand Falls-Windsor Heritage Society were:- Barb Smith, Bob Thompson and Len Winsor. Mr. Winsor spoke on behalf of the group and updated the Committee on the status of the Log Home Cabin Project and the sustainability of the project once it is built. They were looking for support from Council to include with their application to ACOA. The Committee supported the idea of the project for the purpose of assisting them with their application and Council has already committed in-kind support as well.

#### Motion

Eisenhauer-O'Reilly\Oake

Be it resolved that this report would be adopted as circulated. This motion carried by a vote of 6-0.

Deputy Mayor King inquired as to an update on the Centennial Celebrations.

Councillor Griffin gave a brief report on the Centennial Committee and its activities and noted that funding sources have not been totally confirmed. He also requested that any time he is unable to attend these meetings that the Mayor be approved to attend in his place.

### Audited Financial Statements

The Audited Financial Statements were presented by Councillor Griffin.

#### Motion

Griffin\Oake

Be it resolved that the Audited Financial Statements as circulated would be adopted as presented. This motion carried by a vote of 6-0.

At this time, the Mayor acknowledged the arrival of MP Scott Simms at the meeting.

### OTHER BUSINESS

Deputy Mayor King requested an update on the CN properties and the Mayor replied that he was waiting for an update from Provincial Government Officials.

Councillor Eisenhauer-O'Reilly reminded Council of the Firemen's Ball on Saturday, October 2<sup>nd</sup>.

Councillor Griffin noted that the meeting of the Committee of the Whole for the Salmon Festival, which was postponed, would be rescheduled in October.

Councillor Oake suggested that Mr. Brett Lockwood be written and commended for his promotion of Grand Falls-Windsor.

Councillor Oake questioned the T'Railway relocation project. The Director of Engineering replied that this would be discussed at the Public Works and Planning Committee and not the Committee of the Whole.

Councillor Oake congratulated the Labour Day Committee on the Labour Day Celebrations for Grand Falls-Windsor this year.

The Mayor informed Council of the Export U.S.A. Trade Mission here in Grand Falls-Windsor on September 28<sup>th</sup> and 29<sup>th</sup>. A Meet and Greet will be held at the Mount Peyton Hotel at that time.

The Mayor also noted that he received had an inquiry on duck hunting in the Rushy Pond area.

Motion

Parsons\Griffin

Be it resolved that the Town Manager\Clerk would be authorized as the Town's designated person for the Access to Information and Privacy Act. This motion carried by a vote of 6-0.

Deputy Mayor King asked that the Committee of the Whole for the Salmon Festival meeting would be held on Tuesday, October 5<sup>th</sup> and requested that the meeting schedule be followed as previously set.

Motion

Parsons\

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would adjourned until the next regular schedule meeting of 7:00 P.M., Tuesday, September 28<sup>th</sup>, 2004. This motion carried by a vote of 6-0.

The meeting adjourned at 8:15 P.M.

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Walwin Blackmore  
Mayor

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B. Griffin  
Town Manager\Clerk (Acting)