

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, AUGUST 2ND, 2016

PRESENT: Mayor: Barry Manuel
 Deputy Mayor: Darren Finn
 Councillors: Peggy Bartlett, Mike Browne, Amy Coady-Davis,
 Bruce Moores
 Staff: M. Pinsent, Town Manager\Clerk
 J. Saunders, Director of Engineering & Works
 B. Griffin, Director of Finance

ABSENT: Councillor: Tom Pinsent
 Staff: K. Antle, Director of Parks and Recreation

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #465 of Tuesday, July 12th, 2016.

Motion
Coady-Davis\Moores

Be it resolved that the Minutes of Meeting #465 of Tuesday, July 12th, 2016 would be adopted as circulated. This motion carried by a vote of 6-0.

BUSINESS ARISING OUT OF THE MINUTES

None

DISBURSEMENT REPORT

Councillor Moores presented the disbursement report in the amount of \$772,158.13.

Motion

Moore\Browne

Be it resolved that the disbursement report in the amount of \$772,158.13 would be adopted as presented. This motion carried by a vote of 6-0.

COMMITTEE REPORTS

Economic Development, Tourism and Heritage

The following report was presented by Councillor Bartlett.

Community Wellness Living Fund Grant

A grant was applied for under this program to hire a Co-ordinator for the Farmer's Market. The Town was successful in receiving \$7,546 and a candidate has been hired for the summer. The focus will be increasing the number of vendors and initiating an awareness program through marketing as well as the benefits of healthy eating.

Mud Fest 2016

The Town has been marketing Mud Fest 2016 over the past several weeks through media outlets and social media. This will continue until August 1st, 2016 at which time a decision will be made regarding the event.

Mobile Vendor Regulations

The Committee has reviewed the Mobile Regulations and recommends the following amendments:-

Regulation 2 (g) "Approved Vending Site" means an open area either privately or publicly owned and limited to the following areas:

- (a) 47-49 Lincoln Road
- (b) Joe Byrne Memorial Stadium Parking Lot, Jones Street
- (c) 4 Church Road

- (d) College of the North Atlantic, St. Catherine Street
(This site is not permitted during Salmon Festival Week without authorization from Council.)
- (e) 15 Duggan Street
- (f) 20 Lincoln Road
- (g) 20 Cromer Avenue
- (h) 18 Hill Road

It was also noted that vendors have not been displaying permit place cards as per Regulation 4 of the Mobile Vendor Regulations.

The Committee recommends that staff obtain place cards that are visible and can be attached to the vendors equipment with the permit date clearly displayed. The amended Regulation is attached to these Minutes and the Committee recommends their approval.

Municipal Heritage Regulations

The Committee discussed the need for adopting Heritage Regulations. In order to complete the process of registering municipally designated heritage sites, it is imperative that the Town have a Regulation to define such work.

The Committee reviewed some sample regulations and recommends that staff prepare a draft set of regulations that will include initiating a Heritage Advisory Committee, a process for designating heritage sites and the protection of heritage sites.

Chamber of Commerce Networking

The Committee reached out to the Chamber of Commerce for Council to host a “Coffee Break” with the Chamber at the Town Hall. This event will take place at 8:30 A.M. on July 28th.

The Committee recommends that Council attend this function as it will provide an opportunity to network with our business community.

Civic Awards

The Committee discussed launching a “Civic Awards” special event that would incorporate the “Citizen of the Year”, “Youth of the Year” and expand to include other special awards. This may include “Athlete of the Year”, “Business of the Year” and other specialty areas that may be identified as the planning progresses. The target date for the Awards would be May 2017.

The Committee recommends that a draft outline for the Awards and the nominations process be prepared for further discussion.

I move the recommendations and report of this Committee.

Motion

Bartlett\Browne

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

It was noted that Mud Fest would not be proceeding this year due to lack of participants.

Public Works and Planning

The following report was presented by Councillor Coady-Davis.

Correspondence – Madonna Reid – 33 Thirteenth Avenue

The Committee discussed correspondence from Ms. Reid concerning Crown Land she has applied for on Thirteenth Avenue. There is an easement identified to access back land that needs to be narrower to provide sufficient land on Thirteenth Avenue to construct a residence.

The Committee recommends a letter be written to the Crown stating the access easement be reduced from ten (10) meters to four (4) meters. This is still sufficient for vehicle access.

Accessory Building – Richard and Erin Parsons – 20 Ryan Street

The Committee discussed an application for an accessory building at 20 Ryan Street. This is forty (40) square feet above the allowable size. It is located on a large lot.

The Committee recommends this application be approved.

Accessory Building – Jason Wheeler – 4 John's Place

The Committee reviewed an application for an accessory building at 4 John's Place.

The Committee recommends that staff discuss the exact location so it does not interfere with Municipal operations.

Accessory Building – Joshua Randell – 25 Dunn Place

The Committee discussed an accessory building application for 25 Dunn Place. This is a large lot.

The Committee recommends the application be approved, but the front façade of the accessory building should be complimentary to the front of the residence.

Crown Land – Trans Canada Highway West – Concrete Batch Plant

The Committee reviewed the Crown Land assessment for land on the old Trans Canada Highway West access road.

The Committee recommends that Council obtain permission from the Minister to sell the land to the applicant as per Section 201.3 of the Municipalities Act.

Street Name Request – Antle

The Committee reviewed the correspondence requesting the name “Antle” be used for a street.

The Committee recommends this be added to our list for future consideration.

Permit Conditions

Plumbing – The Committee discussed the correspondence from Dawe’s Mechanical concerning issues of permits for plumbing work and the “underground economy” as it relates to building trades. This is an issue and it is very difficult to control.

The Committee recommends that no permit revisions be made at this time. Staff will review how these concerns are being addressed in other jurisdictions. Staff will also meet with Mr. Bartlett to discuss his concerns as part of this review.

Footing Location and Soil Compaction – The Committee discussed both these conditions and recommends no change be made to present policy at this time.

Cromer Avenue Extension

The Committee discussed three (3) possible scenarios relating to the development of Cromer Avenue extension to Toulett Drive.

The Committee recommends the expression of interest be advertised for the sale and development of this property. It is possible to sell several lots or as one (1) parcel and the Town is open to all suggestions at this stage.

13 Pine Avenue

The Committee discussed correspondence from a resident concerning the condition of 13 Pine Avenue. There was a written statement from the owner last fall that work would commence on this property in June. Shingles have been replaced, windows and siding are on order, lawn is mowed and debris that was piled on site has been removed.

The Committee recommends that staff continue to monitor this property to ensure the owner complies with the work approved. Also, staff will contact the resident and inform them of this action.

Correspondence – Traffic on Finn Avenue

The Committee discussed correspondence from Mr. Blackmore on traffic concerns on Finn Avenue. Municipal Police have been monitoring this area and traffic has increased due to construction on Hardy Avenue. Speed is also an issue.

The Committee recommends that staff review signage in this area and the Municipal Police continue to monitor traffic flow and enforce speed limits where necessary.

Riverfront Development – Tract Consulting

The Committee reviewed the proposal from Tract on Phase II of the Riverfront Development and recommends it be forwarded to the Committee of the Whole for discussion.

Maple School Building – Hazmat Reports

The Committee discussed the acquisition of this property. The Hazmat Reports have been given to Belfor for an estimate of remediation costs.

The Committee recommends this be reviewed when clean-up costs are available.

Litter – Canada Post Mailboxes

The Committee discussed complaints about the litter\garbage at the Canada Post super mailboxes, mostly related to unwanted flyers.

The Committee recommends staff discuss this problem with both Canada Post and Transcontinental Media.

Correspondence – Dave Barker – Haig Road

The Committee discussed correspondence from Mr. Dave Barker suggesting Haig Road be renamed because of Haig's involvement in World War I and specifically, Beaumont Hamel. This is a very emotional issue and people are passionate for both changing as well as leaving it as is.

The Committee recommends that before any recommendations are made, they would appreciate more feedback from the community.

Correspondence – Matthew Tibbo – Signage

The Committee reviewed the correspondence from Mr. Tibbo concerning signage on Price's Avenue.

The Committee recommends staff follow up on this request.

Home Based Business – 33 Bank Road – Discretionary Use

The Committee reviewed a home based business application for relaxation and foot and reflexology massage services at 33 Bank Road. This was advertised in the local newspaper and notices mailed to adjacent property owners. No objections were received.

The Committee recommends the application be approved.

Home Based Business – 20 Poplar Road

The Committee reviewed a home based business application for a rental unit at 20 Poplar Road.

The Committee recommends this be advertised as a discretionary use.

Proposed Residence – 10 Station Road

The Committee reviewed plans for a new residence at 10 Station Road which would include a home based business (Beauty Salon).

The Committee recommends this request be approved.

Correspondence – Mitch Strickland

The Committee reviewed a proposal from Mr. Strickland concerning land near the ski trail to construct chalets.

The Committee recommends that no decision be made at this time. Council are still working on its development plans for this area including a new ski chalet as well as a sliding hill and new trails, etc...

Sutherland Drive Playground – Parking Lot

The Committee discussed concerns received by a resident at 5 Sutherland Drive about conflicts with the entrances to the playground and her driveway.

The Committee recommends staff review the long-term plan for the parking lot and make changes to meet that plan. Concerns were also expressed about speed in this area and lack of attention by motorists passing the park. The Committee also recommends staff review this issue and consider solutions to minimize hazards.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Moores

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

It was noted that the street name request was for “Fisher” and not “Antle”.

Tender – 2016 Street Resurfacing

The 2016 Street Resurfacing Tender closed on August 1st, 2016. The following are our pre-tender estimate and tender results.

Exploits Regional Water Supply

The Committee reviewed the chemical costs as of the end of June. Total chemical costs year-to-date were \$86,071. A decrease of \$16,183 from the previous year.

Cash Collections

The Committee reviewed the taxation receivable report as of June 16th, 2016. The total taxes outstanding as of that date are \$3,487,238.46. This is an increase of \$55,686.14 (1.62%).

The Committee recommends that staff pursue all outstanding taxes.

College of the North Atlantic Request

The Committee reviewed a request from the College of the North Atlantic to place a booth in the Community Information Fair.

The Committee recommends that the Town's Economic Development Department place a booth in the Fair.

Telus

The Committee reviewed correspondence from Telus providing us local revenue from 2013-2015 as per the taxation of utilities.

The Committee recommends we invoice them based on the information provided resulting in an additional \$23,500 of taxation revenue.

Taxi Operators

The Committee reviewed a request from the taxi operators to increase rates to \$4.00 per start-up and \$0.25 per tenth of a kilometer. The current rate is \$3.75 per start-up and \$0.20 per kilometer. The increase is due to rising fuel and insurance costs.

Outstanding Taxes

The Committee reviewed the outstanding taxes for the former Mill property and recommended we meet with the Regional Director of the Department of Transportation and Works to discuss.

Capital Project – Pressure Washer

The Committee reviewed a request to purchase a new pressure washer due to the failure of the current machine.

The Committee recommended this be approved in the amount of \$10,000.

Scott Avenue Activity Centre

The Committee reviewed the funding agreement for the ski trail development. Total project eligible cost is \$792,461 with funding from the Province (\$200,000) and ACOA (\$433,969).

The Committee recommended approval of the Town's share in the amount of \$158,492. The Committee also recommended funding for the building be limited to \$400,000 as previously approved from the Multi-Year Capital Systems.

Disbursement Report

Chairman Councillor Pinsent declared himself in conflict and removed himself from the meeting.

The Committee reviewed the disbursement report and recommended it be presented at the next Council meeting.

I move the recommendations and report of this Committee.

Motion

Moores\Bartlett

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

It was noted that Councillor Bartlett was in attendance at this meeting.

OTHER BUSINESS

Councillor Bartlett stated that she was very pleased with the attendance at the Council – Chamber Coffee Break and we received great feedback. She informed Council of her attendance at the Labour Markets Transfer Agreements Roundtable exercise the Province conducted.

Councillor Browne encouraged anyone who wants to go to the Tragically Hip Tribute Concert to get their tickets soon as they were going fast.

Councillor Coady-Davis announced that the Blue Jays Camp will be happening this week-end. She also reviewed all the events going on and the programs ongoing throughout the summer.

Councillor Moores informed Council that the Fire Department had a very successful Fire Truck Pull and raised \$9,000.00 for Muscular Dystrophy.

Mayor Manuel congratulated and thanked Council and staff on a very successful Salmon Festival.

Motion

Moores\Coady-Davis

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, August 23rd, 2016. This motion carried by a vote of 6-0.

The meeting adjourned at 7:45 P.M.

Barry Manuel
Mayor

M. Pinsent
Town Manager\Clerk