

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, AUGUST 23<sup>RD</sup>, 2016

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

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #466 of Tuesday, August 2<sup>nd</sup>, 2016.

Motion  
Bartlett\Moores

Be it resolved that the Minutes of Meeting #466 of Tuesday, August 2<sup>nd</sup>, 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 \$732,774.79.

Motion

Pinsent\Finn

Be it resolved that the disbursement report in the amount of \$732,774.79 would be adopted as presented. This motion carried by a vote of 7-0.

### COMMITTEE REPORTS

#### Public Works and Planning

The following report was presented by Councillor Coady-Davis.

#### NL Power Pole Relocation – Grenfell Heights

The Committee discussed the location of poles for the new upgrade. As per recent discussions with NL Power, poles are required to remain at the rear as well. This is because of other utilities have equipment on the poles and all houses are serviced from the rear.

The Committee recommends that NL Power only have one (1) line of poles, either at the rear or at the front.

#### Tract Proposal – Gorge Park

The proposal from Tract Consulting was reviewed and the Committee recommends that a meeting be arranged with Council and Tract Consulting to discuss.

#### Bank Road – Land Sale

The Committee reviewed the proposed development and road realignment for Bank Road. This notice was mailed to residents in the area and several objections were received.

The Committee recommends that this proposal not to proceed at this time and residents be notified of this decision.

#### Dollimount's – Snow Crescent

The Committee reviewed information presented by the Dollimount's concerning flooding of their property at 10 Snow Crescent.

The Committee recommends staff review impacts created by work at the Salvation Army site and report back to Committee.

#### Sutherland Drive Playground Entrance

The Committee reviewed a complaint concerning the location of the existing entrance to the Sutherland Drive playground parking lot. The Recreation Master Plan for this area has identified a single new entrance\exit and the two (2) existing would be closed.

The Committee recommends that this change not be completed at this time, but would be included in the parking lot upgrading capital which will be considered for 2017.

#### G.F.A. High School – Hazmat

The Committee discussed the costs for the hazmat remediation as well as the position taken by the School Board.

The Committee recommends staff obtain additional information prior to making a decision.

#### Matthew Tibbo Correspondence – Signage

Mr. Tibbo was to provide additional information to Councillor Bartlett. This has not yet been received. The Committee will review when the information is provided.

#### Circular Road – Back Lane – Dan Brown

The Committee discussed a request from Mr. Brown to do snow removal and pave for dust control at the rear of his property on Circular Road because we provide snow removal to the properties toward the west.

The Committee recommends that this request be denied. Mr. Brown's property access is off Circular Road and any access at the rear would be mainly for convenience and backyard access. The properties to the west use the back lane as their primary access due to elevation difference in the front of the properties. These residential homes to the west also have their services at the rear and it is used by utility companies, fuel delivery, etc... The Committee recommends the presented decision to snow clear to the west be maintained and not be extended to the east. Council will inform Mr. Brown in writing of this decision.

Correspondence – Wanda Healey – Pondview Drive

The Committee reviewed the correspondence from Ms. Healey concerning the unpleasant odours from the neighbouring property.

The Committee recommends staff investigate this issue and report back to the Committee.

Chris Murray – 22 Suvla Road – Remove Street Light

The street light pole is located between two (2) driveways at #22 and #24 Suvla Road. Mr. Murray is requesting this be removed due to the conflict with his driveway. The street light spacing in this area is correct so the light cannot be removed.

The Committee recommends that Mr. Murray discuss the situation with NL Power. If a new location in the same general area can be identified (approved by Council) then Council has no objection to the removal and reinstallation of the street light and pole. Any costs associated with this work would be the responsibility of Mr. Murray.

Property Clean-up

The Committee reviewed information for clean-up or maintenance of the following properties:-

- 21 Sutherland Drive
- 40-44 Seventeenth Avenue
- 2 and 2A Eighth Avenue
- 38 Circular Road
- 54 High Street

The Committee recommends letters be written to the owners of the above properties noting necessary action to be taken with a two (2) week timeline to respond.

Discretionary Use – Home Based Business – 4 Hill Road

The Committee reviewed a home based business application for “Heavenly Strawberries” for chocolate covered/decorated strawberries. This was advertised in the local newspaper and mailed to adjacent property owners and no objections were received.

The Committee recommends this application be approved.

#### Home Based Business – 2 Beeton Place

The Committee reviewed a request for a home based business located in an accessory building at 2 Beeton Place for pet grooming.

The Committee recommends this be advertised as a discretionary use. Applicant to be informed that there are maximum building size restrictions, water and sewer requirements, building codes and regulations to be addressed and approval from Service NL.

#### Correspondence – Crime Stoppers

The Committee received a request from Crime Stoppers to erect several signs in Town.

The Committee recommends staff work with Crime Stoppers to identify possible locations.

#### Home Based Business Regulations

The Committee recommends a review of the Home Based Business Regulation at a future meeting.

#### Clean Water and Wastewater Fund

The Committee discussed the agreement for the Lincoln Road Water and Sewer Upgrade Project and recommends it be forwarded to the Finance Department.

#### Central Newfoundland Waste Management

The Committee discussed the makeup of a Council\Chamber of Commerce Committee to review concerns with the costs of waste management.

The Committee recommends that Deputy Mayor Finn and Councillor Bartlett would represent Council. Councillor Bartlett will work with the Chamber to appoint their members and arrange a meeting.

### Queen Street Parking

Concerns have been raised by residents living on Queen Street\Peronne Road with on street parking relating to events at the Royal Canadian Legion.

The Committee recommends staff send letters to residents for feedback on whether they would rather the present arrangement of parking on one (1) side of the street only, no parking on the street at any time, or Peronne Road and Queen Street be designated as a one-way street. This feedback will be presented to the Committee before any recommendations to Council.

Mayor Manuel was excused at 7:30 P.M.

### Corduroy Brook Enhancement Association Building

The Committee discussed the new agreement from ACOA. There is approximately \$100,000 in additional funding. To maximize this amount, more funding will be required by Council. The Committee also discussed the letter from Corduroy Brook Enhancement Association President Elmo Hewlett for compensation of work on the trail due to the new agreement.

The Committee recommends the breakdown of expenses from Corduroy Brook Enhancement Association be approved for work related to the trail and interpretive work. This is part of the ACOA funding. Office furniture and equipment will be addressed separately as we proceed with the project. The Committee also recommends that the Director of Finance review the new agreement and provide details at the next Finance and Administration meeting.

I move the recommendations and report of this Committee.

Amendment

Coady-Davis\Moores

Be it resolved that the Corduroy Brook Enhancement Association matter be removed and voted on separately. This motion carried by a vote of 7-0.

Mayor Manuel excused himself due to a perceived conflict of interest at 7:05 P.M.

Motion

Coady-Davis\Browne

Be it resolved that the Corduroy Brook Enhancement Association Building matter be approved as presented. This motion carried by a vote of 6-0.

Mayor Manuel returned to the Chambers at 7:09 P.M.

Motion

Coady-Davis\Browne

Be it resolved that the recommendations and report with the Corduroy Brook Enhancement Association Building item removed would be adopted as circulated. This motion carried by a vote of 7-0.

The Home Based Business Regulations will be reviewed by the Economic Development, Tourism and Heritage Committee.

### Parks, Recreation and Special Events

The following report was presented by Councillor Browne.

#### Central AAA Icepak Bantam Hockey Ice Time Request

The Committee discussed a request from the Central AAA Icepak Hockey Team to host their team in Grand Falls-Windsor and provide them with practice ice time and tournament ice time for this winter.

The Committee recommends the Director of Parks and Recreation meet with Minor Hockey and the AAA Icepak team to come up with the necessary ice time for this group.

#### Andrews Crescent Community Gardens Request

The Committee discussed a request from a resident in the Andrews Crescent area for the Town to start a Community Garden in the green space behind the houses on Andrews Crescent.

The Committee recommends the Director of Parks and Recreation and the Recreation Committee Chairman visit the site to discuss the request with the resident and report back to the Committee.

#### Community Gardens Official Opening

The Committee discussed a possible date for the official opening of the Community Gardens.

The Committee recommends the Director of Parks and Recreation contact the Community Gardens Committee to set a date for the official opening that works best for their Committee.

### Roadside Mowing

The Director of Parks and Recreation provided the Committee with pictures of various locations around Town of areas that are adjacent to residents properties, but not owned by the resident and are not well maintained.

The Committee recommends these areas be maintained by the Town and for the Parks and Recreation Department to work with the residents through social media to develop strategies to help residents take pride in their community and clean up these areas adjacent to their properties.

### Tragically Hip Concert

The Director of Parks and Recreation informed the Committee of the plans for the Tragically Hip Concert of August 20<sup>th</sup>. Free tickets are being distributed, video feed is being hooked up, extra bands are booked for before and after the Show and bar is set up.

### Security Splash Pad

The Committee discussed correspondence received from a citizen requesting security be placed at the Sutherland Drive playground.

As security is very costly and most young children are accompanied by an adult when at the playground, the Committee recommends Councillor Browne respond to the citizen clarifying that the request is denied.

### Quads at Goodyear Avenue Baseball Fields

The Committee discussed a request from a citizen on Goodyear Avenue asking to do something about the quads travelling between his house and the baseball fields. Quads are travelling very fast causing danger to the kids playing baseball as well as making a lot of dust for the home owners on Goodyear Avenue.

The Committee recommends the Director of Parks and Recreation look at the possibility of constructing a new trail for the quads on the other side of the fields as well as put up signage to slow the quads while travelling in this area.



### All Newfoundland Car Show

The Committee discussed correspondence from a group looking to host a Car Show in Grand Falls-Windsor in August 2017.

The Committee recommends the Director of Parks and Recreation work with the group to confirm the event for next summer.

### Speed Bumps near Playgrounds

The Committee discussed the speed of traffic in front of our playgrounds and the need for speed bumps, reduce speed signs and disability signage.

The Committee recommends for the Parks and Recreation Director to work with our Municipal Enforcement Officers to install the appropriate signage to help slow the traffic. It is also recommended to investigate the possible types of speed bumps and report back to the Committee.

### Roger Lane Memorial Plaque

The Committee discussed possible dates to install the Roger Lane Memorial Plaque on High Street.

The Committee recommends the Director of Parks and Recreation contact the family and arrange a date that is convenient for them.

### Main Street Playground – Official Opening

With the Main Street playground now finished, the Committee discussed the date of the official opening for the playground.

The Committee recommends the Director of Parks and Recreation plan an opening for late August including our bouncy castles, food and refreshments.

### Red Maple Festival

The Director of Parks and Recreation presented the Committee with a tentative schedule for the Red Maple Festival highlighting several new events for this year. The dates for this year's Festival is October 21<sup>st</sup> – November 5<sup>th</sup>, 2016.

The Committee recommends the Parks and Recreation Department report back to the Committee with a finalized schedule. The Committee also recommends any group or individual who would like to plan an event during the Festival to contact the Parks and Recreation Department.

### Travel\Community Organizations Grants

The Director of Parks and Recreation presented the Committee with a list of grants awarded to individuals and groups this summer. Many teams and individuals are travelling to National Championships after winning their Provincial competitions.

### Recycling Bins in Town Facilities

The Committee discussed correspondence from an eleven (11) year old Cub Scout asking the Town to put recycling cans in our recreational facilities.

The Committee recommends the Director of Parks and Recreation to consider this request in our 2017 Capital Funding.

### Director's Report

The Director of Parks and Recreation presented a list of events, activities and programs the Department organized so far this summer, as well as others we are planning over the next couple of months.

The Committee recommends the Department continue the promotion and implementation of these activities to ensure maximum participation from our citizens and community groups.

I move the recommendations and report of this Committee.

Motion

Browne\Moores

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

Councillor Browne informed Council that the Tragically Hip event was a wonderful concert and well attended.

### Parks, Recreation and Special Events

The following report was also presented by Councillor Pinsent.

### Travelling Culinary Road Show

The Committee discussed a request from the Travelling Culinary Road Show to host this event in Grand Falls-Windsor at the Grand Falls Golf Club.

The Committee recommends the Parks and Recreation staff work with the group and the Golf Course to organize this event on October 23<sup>rd</sup>, 2016.

I move the recommendations and report of this Committee.

Motion

Pinsent\Coady-Davis

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

Councillor Browne was excused from the vote at 7:25 P.M. due to a perceived conflict of interest. He returned to the Chamber at 7:30 P.M.

### Committee of the Whole

The following report was presented by Deputy Mayor Finn.

#### MNL – Voting Delegates

The Committee recommends that Councillor Amy Coady-Davis and Councillor Bruce Moores be appointed voting delegates for the MNL Convention.

#### Grand Falls House

The Committee was given a review of the recent meeting held with Minister Hawkins, Minister Bennett and Minister Mitchelmore regarding the acquisition and development plans for the Grand Falls House. The Ministers were very receptive and there was a discussion regarding the potential business units associated with the property, as well as the hazmat remediation and land assembly. The Committee also had a discussion on governance of the project, specifically regarding a foundation or incorporated entity to establish sustainability of the project and business units.

The Committee recommends that a meeting be held with representatives of the Grand Falls House Committee to discuss this matter.

### Riverfront Proposal

The Committee discussed a proposal for consulting services to continue the development of Gorge Park and the Riverfront Park opportunities.

The Committee recommends that \$20,000 be approved to fund this work and a meeting be held with Tract to discuss the details of what the focus would be.

### NL Power Relocation – Grenfell Heights

Representatives from NL Power gave a presentation to Council regarding the relocation of the three (3) phase power line from the back yards of fifty-one (51) properties on the south side of Grenfell Heights. The houses would continue to be serviced from the rear from a single phase line on the existing poles. The new line on the front would utilize as many street light locations as possible. The reason for this work is to reduce the number of power outages for the residents there and to provide easier access to the major three (3) phase pole line that does not impact the home owners.

The Committee recommends that Council approve this plan. It was also recommended that Council write the residents impacted to explain the work and attempt to solve any issues they may have.

### Central Newfoundland Waste Management

Council has received complaints from the business community regarding the high costs they are experiencing with regard to waste disposal at the Central Waste facility.

The Committee recommends that a meeting be requested with the Minister of Municipal Affairs. It is also recommended that an advance Joint Committee meeting be held consisting of members of Council and the Exploits Regional Chamber of Commerce.

### Infrastructure Agreement

Council has received the “Clean Water and Waste Water” Agreement for \$1.7 million in funding for two (2) projects. At the time of application, the Town was told that the Province would contribute 35%. The Official announcement stated that the Province would contribute \$44 million which is 31.1%, however, the Agreement for the Grand Falls-Windsor projects show the Provincial contribution is only 20%.

In light of these inequities, the Committee recommends that Council contact the Province to get some explanation before signing the Agreement.

### Organization Changes

Council has received notification from the Town Manager\Clerk that he is retiring. The last official day of work will be September 16<sup>th</sup>, 2016.

After a series of meetings the Committee recommends the following:-

- 1) The Director of Engineering and Works be promoted to the position of Town Manager\Clerk.
- 2) The Assistant Director of Engineering and Works be promoted to the position of Director of Engineering and Works.
- 3) That a job search begin for the Assistant Director of Engineering and Works.

### Duplex for Sampson Street

The Committee reviewed the plans for a duplex to be erected on Sampson Street.

The Committee recommends that the building permit be approved.

### Poplar Road – Discretionary Use

The Committee reviewed an application for a home based business at Poplar Road that involves short-term executive rentals of the residential property. The proponent has contacted the neighbours in the surrounding area and had an open house to explain the venture.

The Committee recommends this application be approved.

### GFA High School

The Committee discussed the ongoing efforts to acquire the former GFA High School building and land.

The Committee recommends that these efforts continue and that staff prepare a report on the demolition, capital costs of making the gym functional, potential land sales and the potential tenant and occupancy.

I move the recommendations and report of this Committee.

Motion

Finn\Bartlett

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

It was noted that Gorge Park extends from the boat launch to the Abitibi bridge. It is not called Riverfront Park as the Minutes may suggest.

The following four (4) Resolutions were presented by Councillor Pinsent:-

Resolution GF-W 2016-240

Re: 2012-2014 MULTI-YEAR CAPITAL WORKS

WHEREAS the Minister and the Council have agreed to enter into a Municipal Capital Works Agreement for the financing of a Capital Works Project and related works as outlined in the revised Schedule “A”, dated June 21<sup>st</sup>, 2016, hereinafter referred to as the “Works”, and have agreed to cost not in excess of \$5,255,768 which amounts to \$5,023,212 after the GST rebate calculation;

THEREFORE BE IT RESOLVED that the Mayor and Clerk are authorized to enter into this revised Agreement on behalf of the Council.

Motion

Pinsent\Moores

Be it resolved that Resolution GF-W 2016-240 would be adopted as circulated. This motion carried by a vote of 7-0.

Resolution GF-W 2016-241

Re: 2014-2017 MULTI-YEAR CAPITAL WORKS

WHEREAS the Minister and the Council have agreed to enter into a Municipal Capital Works Agreement for the financing of a Capital Works Project and related works as outlined in the revised Schedule “A”, dated June 21<sup>st</sup>, 2016, hereinafter referred to as the “Works”, and have agreed to cost not in excess of \$10,235,284 which amounts to \$9,752,519 after the GST rebate calculation;

THEREFORE BE IT RESOLVED that the Mayor and Clerk are authorized to enter into this revised Agreement on behalf of the Council.

Motion

Pinsent\Coady-Davis

Be it resolved that Resolution GF-W 2016-241 would be adopted as circulated. This motion carried by a vote of 7-0.

Resolution GF-W 2016-242

Re: NEW BUILDING CANADA FUND  
SMALL COMMUNITIES FUND, PROJECT No. 17-SCF-17-00027  
ROADS UPGRADING – TOWN OF GRAND FALLS-WINDSOR

WHEREAS the Minister and the Council have agreed to enter into a Municipal Infrastructure Agreement for the financing of Roads Upgrading, Project No. 17-SCF-17-00027, hereinafter referred to as the “Works”, and have agreed to cost not in excess of \$2,554, 576 which amounts to \$2,441,542 after GST\HST rebate calculation.

AND WHEREAS the Minister of Municipal Affairs has been authorized to negotiate an Agreement on behalf of the Province of Newfoundland and Labrador;

THEREFORE BE IT RESOLVED that the Mayor and Clerk are authorized to enter into this revised Agreement on behalf of the Council.

Motion

Pinsent\Finn

Be it resolved that Resolution GF-W 2016-242 would be adopted as circulated. This motion carried by a vote of 7-0.

Resolution GF-W 2016-243

Re: CLEAN WATER AND WASTEWATER FUND  
PROJECT No. 17-CWWF-17-00126  
LINCOLN ROAD WATER AND SEWER REPLACEMENT

WHEREAS the Minister and the Council have agreed to enter into a Municipal Infrastructure Agreement for the financing of Lincoln Road Water and Sewer Replacement, Project No. 17-CWWF-17-00126, hereinafter referred to as the “Works”, and have agreed to cost not in excess of \$1,700,000 which amounts to \$1,541,619 after the GST\HST rebate calculation;

AND WHEREAS the Minister of Municipal Affairs has been authorized to negotiate an Agreement on behalf of the Province of Newfoundland and Labrador;

THEREFORE BE IT RESOLVED that the Mayor and Clerk are authorized to enter into this revised Agreement on behalf of the Council.

Motion

Pinsent\Finn

Be it resolved that Resolution GF-W 2016-243 would be adopted as circulated. This motion carried by a vote of 7-0.

OTHER BUSINESS

Councillors wished the Town Manager\Clerk well on his pending retirement.

Deputy Mayor Finn briefed Council on the work to be done on the Gorge Park consisting from the present development to the Mill bridge.

Councillor Coady-Davis asked the public to be cautious driving when school starts.

Councillor Moores reported that the Refugee Outreach Committee has all the funding in place and housing is secured. A family of four (4) will be arriving in October.

Councillor Bartlett advised that she has been getting numerous compliments regarding all the events this summer, particularly, the Concerts in the Park.



The Mayor announced that the Special Olympics will be holding a bocce tournament on Saturday, August 27<sup>th</sup> at the Centennial Field. He also encouraged people to download the Town of Grand Falls-Windsor “app” because it is current and has key information for our residents.

Motion

Moore\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, September 13<sup>th</sup>, 2016. This motion carried by a vote of 7-0.

The meeting adjourned at 8:20 P.M.

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Barry Manuel  
Mayor

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M. Pinsent  
Town Manager\Clerk