

MINUTES OF MEETINGGRAND FALLS-WINDSOR TOWN COUNCILHELD IN THE TOWN HALL8:00 P.M., TUESDAY, MARCH 7TH, 2017

PRESENT: Mayor: Barry Manuel
 Deputy Mayor: Darren Finn
 Councillors: Mike Browne, Amy Coady-Davis,
 Tom Pinsent
 Staff: N. Chatman, Director of Engineering & Works
 K. Antle, Director of Parks & Recreation
 B. Griffin, Director of Finance

ABSENT: Councillors: Peggy Bartlett, Bruce Mores
 Staff: J. Saunders, Town Manager\Clerk

Prior to the meeting the Mayor signed a Proclamation for World Plumbing Day.

Mayor Manuel announced the line-up for the 2017 Grand Toyota Exploits Valley Salmon Festival as Loverboy, April Wine, Tyler Shaw, Repartee, Barry Canning and Clever. Tickets for the show will go on sale on Monday, May 1st at \$49.50 taxes and fees included until May 31st; \$59.50 taxes and fees included June 1st to 30th and \$69.50 taxes and fees included July 1st to 15th including at the gate.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #474 of Wednesday, February 15th, 2017.

Motion
 Finn\Pinsent

Be it resolved that the Minutes of Meeting #474 of Wednesday, February 15th, 2017 would be adopted as circulated. This motion carried by a vote of 5-0.

BUSINESS ARISING OUT OF THE MINUTES

None

DISBURSEMENT REPORT

Councillor Pinsent presented the disbursement report in the amount of \$426,948.50.

Motion

Pinsent\Finn

Be it resolved that the disbursement report in the amount of \$426,948.50 would be adopted as presented. This motion carried by a vote of 5-0.

COMMITTEE REPORTS

Economic Development, Tourism and Heritage

The following report was presented by Councillor Coady-Davis.

Economic Development and Business Development Officers Reports

The Economic Development Officer and Business Development Officer presented brief monthly reports to the Committee. In the future, the Economic Development Officer and Business Development Officer will present a report indicating various monthly activities\contacts\initiatives in list form for review.

Federation of Canadian Municipalities Conference in Ottawa

The Committee discussed the upcoming Federation of Canadian Municipalities (FCM) Conference in Ottawa.

The Committee recommended that the Mayor and Chair of the Economic Development attend this Conference on behalf of the Town and report back to Council at a later date.

Economic Development Think Tank Update

The Town Manager\Clerk and Chair of Economic Development gave a brief update on this group. The group has met twice and will meet again in early March to determine the sectors for recommendations that Council will consider moving forward on.

Civic Awards

The Committee discussed the format for the Civic Awards. It was recommended that we create a one (1) pager with a generic nomination form to be included with the entire nomination form. The nomination forms can be accessed from the Town's website or at the Town Hall. The deadline to nominate is Wednesday, April 19th. The Awards will take place at the Gordon Pinsent Centre for the Arts on May 10th.

Heritage Committee Members

The Committee reviewed the list of four (4) submissions for membership on the newly formed Town Heritage Committee. The Committee will consist of the Mayor, Economic Development Officer, one (1) member from the Grand Falls-Windsor Heritage Society and two (2) members from the general public. The Economic Development Officer will contact the Heritage Society to get the name of their representative and Council will select two (2) others from the list at the next Committee meeting.

Resident Attraction Strategy

The Economic Development Officer has reached out to his peers with Economic Developers Association of Canada (EDAC) to gather information on similar projects in other communities. He has received several correspondence from them and will formulate a report to Council once he reviews all of the information. Council is looking to attract diverse types of people to our community and believe a strategy is the most effective way to achieve this.

Youth Mental Health Conference Application

The Business Development Officer is formulating a funding application to host this Conference here later this year. This initiative is a partnership with the Town, NL Medical Association and Central Health.

The Committee recommends that the Business Development Officer pursue this application process in order to book both the Gordon Pinsent Centre for the Arts and to secure the guest presenter.

Adult Care Centre

The Business Development Officer is also completing a funding application to the Community Health Living Fund for \$15,000. This funding would go towards a needs assessment for an Adult Care Program.

Other Business

Hospitality Newfoundland and Labrador Conference 2017 – The Economic Development Officer will be attending the Hospitality Newfoundland and Labrador Conference in Gander this week. There are numerous presentations at the Conference. The Economic Development Officer will give a report on the Conference at the next Committee meeting.

Commercial\Home Based Business Application Forms -- The Economic Development Officer presented the Committee with revised copies of these forms. Staff reviewed the forms recently and tweaked them so they are more user friendly and we can process the applications in a timely fashion. These forms can be found on the Town's website.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Finn

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 5-0.

Parks, Recreation and Special Events

The following report was presented by Councillor Browne.

Centennial Field Mural

The Director of Parks and Recreation presented the Committee with an updated proposed drawing for the mural on Centennial Field.

The Committee recommends the Director get back to the CNVAS group with a few minor changes and final approval for the group to begin the mural in the next couple of months.

Sport History Committee – Terms of Reference

The Director of Parks and Recreation presented the Committee with a draft Terms of Reference for the Sport History Committee.

After some discussion, the Committee recommends the Director make a few minor changes to the document and have the Committee begin with the reorganization of the display cabinets in the Joe Byrne Memorial Stadium.

Recreation Software

The “TownSuite” Recreation Software group are planning a session for one (1) of their technicians to train staff and Council on the operation of the proposed Recreation Software for the Recreation Department.

The Committee recommends the Director of Parks and Recreation plan this session as soon as possible.

Perfectly Centered Culinary Festival Sponsorships

The Committee discussed the sponsorship packages for the Perfectly Centered Culinary Festival in August. The deadline for the major sponsor proposals is February 23rd.

The Committee recommends the Parks and Recreation staff solicit other minor sponsors within the next few weeks.

Summer Student Employment Regulations

The Committee reviewed the Summer Student Employment Regulations in detail.

The Committee recommends the Director of Parks and Recreation revise the wording in the existing Regulations, report back to the Committee with the final draft and post these new Regulations with our student summer employment

applications. Applications will be available on the Town website or at the Parks and Recreation Office in the Joe Byrne Memorial Stadium.

Downhill Skiing Proposal

The Director of Parks and Recreation met with Greg Woolfrey from the Provincial Downhill Skiing Association about the possibility of developing a downhill skiing “bunny” slope at the Exploits Valley Cross Country Skiing Facility.

The Committee recommends that Mr. Woolfrey research the demand for such a facility and the volunteer base for the facility as well as formulate a Downhill Skiing Club and report back to the Committee with a formal proposal.

2018 Newfoundland & Labrador Winter Games

The Director of Parks and Recreation informed the Committee that there were no submissions to the Provincial Government to host the 2018 Newfoundland & Labrador Winter Games and that the Provincial Government are asking if Grand Falls-Windsor is interested in hosting these Games.

The Committee recommends not to host these Games at this time.

I move the recommendations and report of this Committee.

Motion

Browne\Coady-Davis

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 5-0.

Councillor Finn requested that the Student Employment Application be referred back to the Committee for further discussion.

Councillor Browne thanked the Recreation Department staff on the most successful Mid Winter Bivver, all went well and a great display of community spirit.

Mayor Manuel thanked the citizens for coming out to the recent community activities especially the ones that do not cost the residents anything.

Public Works and Planning

The following report was presented by Councillor Coady-Davis.

Exploits Lane\Exploits Avenue Results

A letter was previously sent to residents of Exploits Lane and Exploits Avenue to inquire on possibly changing the street names. There were thirteen (13) responses with four (4) opposing the street name change.

The Committee recommends that staff meet with the residents opposing the change to discuss concerns and report back to the Committee.

40 Queensway – Rezoning Results

The Committee reviewed the results for rezoning 40 Queensway from Commercial General (CG) to High Density Multi-Unit Residential (RM-2) which was advertised and no objections were received.

The Committee recommends that staff proceed with the rezoning process.

Maple School – Rezoning Results

The Committee reviewed the results from the advertisement to rezone the Maple School property. Three (3) residents in the area voiced concerns of possible decrease in property values and the clearing of more land.

The Committee recommends staff meet with the concerned residents to discuss and report back to the Committee.

Modular Style Home

The Committee reviewed a request from Mr. Brian Hunter to construct a modular style home.

The Committee recommends this be “Approved in Principle”, but would like to see the house plans when submitted. Mr. Hunter must disclose the building design to the developer prior to purchasing land.

Auto Body Repair – Queensway

The Committee reviewed a request from Mr. Duane Sutherland to install a paint booth in his building at 5 Queensway. Mr. Sutherland stated the paint booth would not be a commercial operation. The Development Regulations states that this is a prohibited use in the Commercial General Zone.

The Committee recommends a change be made in the Regulations to make this a discretionary use in the Commercial General Zone.

Business Application – Pawn Shop

The Committee was updated on pawn shop use in other jurisdictions in the Province. They are acceptable in other areas in the Commercial General Zone. Eddie and Pearl Wilcox have requested a change in the Regulation to allow a pawn shop at 1B Queensway.

The Committee recommends a change be made in the Regulations to make this a permitted use in the Commercial General Zone.

Street Name Request – Arklie

The Committee reviewed correspondence from Thomas Arklie requesting a street be named Arklie after his father and grandfather.

The Committee recommends this be added to the street name list for future consideration.

Street Name Change – Haig Road

The Committee discussed a request to change the name of Haig Road. Haig was named after Field Marshall Douglas Haig, a senior officer in the British Army in WWI. His leadership during the War is a controversial issue and some residents feel he should not receive recognition for his role due to the numerous casualties under his command.

The Committee recommends that staff send a letter to the National Legion for their view on this matter and report back to the Committee.

Civic Numbering Regulations

The Committee reviewed and discussed the Civic Numbering Regulations. It was discussed that many houses do not have civic numbers on their property and this is a safety issue as Emergency Responders cannot locate residences.

The Committee recommends that the Regulations be enforced and posted on the Town's social media sites. Town staff including Municipal Enforcement Officers, Fire Department Officials and Building Inspector to monitor and notify residents who are in violation and follow up to ensure compliance. Furthermore, occupancy permits not to be issued until civic number is posted according to the Regulations.

Pride Crosswalk

The Committee discussed a proposal to have a pride crosswalk in Town. There was information collected from other municipalities who have this crosswalk and they stated that different paint is required which can be costly and they are trying to come up with a better procedure.

The Committee recommends that this crosswalk not be implemented at this time and for staff to continue to monitor results in other municipalities.

Town Funded Capital

The Director of Engineering and Works presented the Committee with a list of Capital requests for 2017.

The Committee discussed the priorities on the list and recommends the list be referred to the Finance Department for final approval of all Department Capital requests.

Lincoln Road Complaints – Feedback

The Committee was updated on the concerns from some residents on the Dental Office proposal for Lincoln Road. Residents were contacted and were concerned with future property values, the building façade and landscaping.

The Committee recommends that staff move forward with the next phase of the development and ensure the residents' concerns are addressed.

Street Signs

The Committee discussed the need to make all the street signs around Town alike. Currently, there are different types of signs used.

The Committee recommends that all the Town's street signs be standardized with the white street sign similar to the Memorial signs with the poppy. The white sign is to be used for new streets and for replacing existing that are damaged or missing.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Browne

Be it resolved that these recommendations and report would be adopted as circulated. This motion carried by a vote of 5-0.

Councillor Pinsent suggested we seek the opinion of the local Royal Canadian Legion pertaining to the Haig Road proposed name change.

Councillor Finn welcomed anyone who wanted to give an opinion on the Haig Road name change. He noted that the rezoning of the land opposite the Esso on Queensway and the old GFA on Maple is in huge demand.

Councillor Coady-Davis noted that the street sign change will be a gradual process and asked residents to report sign damage or letters missing. The Civic Numbering Regulations has been brought up to Council by the Fire Department and Municipal Police and asked that the numbers be lit at night for easy emergency vehicle location.

Councillor Browne advised that the Public Works staff are doing as much as possible to deal with the annual pothole problem common at this time of the year.

Mayor Manuel explained that it is hard to keep them filled due to the variance in temperatures and asked for patience and understanding.

Councillor Coady-Davis asked that residents call and report potholes so staff can respond and don't take it for granted that the Town knows where they all are.

Finance and Administration

The following report was presented by Councillor Pinsent.

Labour Report

The Committee reviewed the labour costs as of week six (6). Total labour was \$371,821. This was \$39,748 (-10.7%) over budget.

The Committee recommends that staff continue to monitor labour costs. It was noted that costs year-to-date include the cost of living allowance retroactive pay for 2016. These amounts will be adjusted.

YMCA Budget Proposal

The Committee reviewed unaudited Financial Statements for the year-ended December 31st, 2016.

The Committee recommends that no adjustment be approved to the Annual Operating Grant at this time.

Asbestos Management Policy

The Committee reviewed the Asbestos Management Policy as attached.

The Committee recommends this be approved.

Police Department Request

The Committee discussed a request from the Town Municipal Enforcement Officers to increase the weekly hours from 35 to 40. The Committee noted that this increase would have minimal impact on overtime requirements.

The Committee recommends that this be denied.

Business Tax

The Committee reviewed the outstanding business tax and recommends that staff continue their efforts to collect all tax arrears.

Senior Cataracts Hockey Club

The Committee received a request for funding to compete in the Allan Cup scheduled for April 10th-15th in New Brunswick.

The Committee recommends this be approved.

Second Avenue\Memorial Avenue

The Committee discussed a request to purchase land located at 1 Second Avenue for the outstanding taxes owed on 44 Memorial Avenue of \$26,463.

The Committee recommends staff proceed with negotiations to acquire this property.

Corduroy Developers Ltd.

The Committee discussed a request from Corduroy Developers Ltd. to meet and discuss the taxation of vacant properties.

The Committee recommends that staff arrange this meeting.

Gross Revenue – Utility Tax

The Committee reviewed a report on utility tax realized for 2017. Total taxes based on revenue submitted will result in a budget shortfall of \$125,000. Due to reinterpretation of Legislation, Bell Mobility has reduced their tax payable by \$68,000.

The Committee recommends this issue be further discussed with Municipalities Newfoundland and Labrador to determine any further action.

Population Census 2016

The Committee reviewed the population Census for 2016. The Committee was pleased that the Town's population has increased by 446 (3.2%). It is noted that income and aging information will be released in the future.

Disbursement Report

The Committee reviewed the disbursement report for February 22nd, 2016 in the amount of \$426,948.

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

TRIO – Employee Assistance Program

The Committee discussed correspondence from TRIO regarding an Employee Assistance Program for first responders.

The Committee recommends that we inform TRIO of our interest in this Program pending more details.

49 Lind Avenue

The Committee received a request from 49 Lind Avenue to reimburse water rates due to discolored water.

The Committee recommends that Public Works review the matter further. The Committee also recommends the request to write-off water taxes be denied.

Highway Traffic Act Amendment

The Committee reviewed correspondence from the City of St. John's requesting our support in amending the Highway Traffic Act and the Licensing of Taxi Drivers.

The Committee recommends that we support this and communicate this to the Minister of Justice and Public Safety.

Family Tree Group

The Committee reviewed a request from the Family Tree Group to provide operational funding.

The Committee recommends \$1,000 be approved.

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 5-0.

Councillor Finn commented on the utility tax decline due to Bell's interpretation of the clause and noted we will be pursuing this revenue. He also mentioned that our support for the City of St. John's letter was based on more public safety.

Councillor Coady-Davis noted that Municipalities Newfoundland and Labrador recently discussed this at their Regional Meeting. It will be pursued and will not be ignored.

The following Resolution was presented by Councillor Pinsent.

Resolution GF-W 2017-250

Amendment #1 to GF-W 2016-245

Re: Clean Water and Wastewater Fund

Project No. 17-CWWF-17-00127

Phase 2- Water and Sewer Replacement Second Avenue & Victoria Street

WHEREAS the Minister and the Council have agreed to enter into a Municipal Infrastructure Agreement for the financing of Water and Sewer Replacement Second Avenue, Phase 2, Project No. 17-CWWF-17-00127, hereinafter referred to as the "Works", and have agreed to

cost not in excess of \$1,500, 000 which amounts to \$1,360,252 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 2017-250 would be adopted as presented. This motion carried by a vote of 5-0.

Committee of the Whole

The following report was presented by Deputy Mayor Finn.

Annual Performance Plan – RCMP 2017\2018

The Committee discussed correspondence from Staff Sargent Kelly Bryan, RCMP Detachment Commander requesting the Mayor and\or Councillors to attend a consultative process on March 14th, 2017 at 7:00 P.M. When they complete this process, they will set priority and development action plans or initiatives to have them addressed.

The Committee recommends the Mayor attend this meeting and discuss the issues that impact our community. Councillors are encouraged to inform the Mayor of any topics they wish to be discussed.

Blue Sky – Correspondence

The Committee discussed correspondence from Blue Sky concerning their property located at 115 Lincoln Road and pending Court action. They are requesting a “pause” in the legal work until they have time to determine a potential location for a new development.

The Committee recommends that the legal process that commenced as part of the Appeal continue.

Walk for Values

The Committee discussed the correspondence concerning organizing a “Walk for Values” in our community. This is a Canada wide community event that is growing annually.

The Committee supports this Walk and recommends staff discuss the event with other community groups that may be interested in organizing.

Town Video

The Town called a Request for Proposals (RFP) for producing a four (4) season video in Grand Falls-Windsor. Twelve (12) proposals were received.

The evaluation was completed and the Committee recommends that we award the contract to Up Sky Down Films of St. John’s for \$18,331.

Exploits Search and Rescue – Command Centre

The Committee discussed payment options for Exploits Search and Rescue for purchasing their new Command Centre.

The Committee recommends that staff work with Exploits Search and Rescue to ensure the vehicle is ordered and the tax relief position is maximized.

Central Waste Management Correspondence

The Committee reviewed the document prepared as a response to Central Waste Authorities’ letter dated December 20th, 2016 and recommends it be mailed to all communities in Central and representing MHA’s.

Legion Parking

Concern about parking on the street for events that are held at the Legion on Queen Street was discussed.

The Committee recommends the following:-

1. Increased Signage
2. Legion must ensure all patrons are aware of parking restrictions.
3. Advertise use of lower parking lot on Beaumont Avenue and Auto Body Shop on Junction Road\Monchy Road.
4. Paint parking spaces on their parking lot to maximize spaces.

The Committee recommends staff follow up on these issues with the Legion.

Biofuel Update

The Mayor updated the Committee on a meeting that was held with the proponent. They are working through the business plan with the Province and the process is proceeding.

Council Meeting Schedule – May

It was agreed to move the May 30th Council meeting to May 29th due to conflicting schedules.

Utility Tax

Newfoundland and Labrador municipalities have lost significant tax revenue from utility companies due to what is included in their revenue calculation. Staff will follow up with the appropriate Government Agencies on possible Legislation changes to support collection on these taxes.

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 5-0.

Deputy Mayor Finn noted that the meeting with the RCMP is very important especially the issue of the number of police assigned given the many illegal issues of concern in the community.

Mayor Manuel commented on the status of the proposed biofuel development for Botwood. The project appears to be moving ahead and they have secured the timber rights for a twenty (20) year commitment. They are currently reviewing their Business Plan with Government Officials and we are hoping for good news in the near future. It is taking time, but NewGreen Technologies is very excited and Government and locals should be too. It is a great opportunity for long-term sustainability for business.

Salmon Festival

The following report was presented by Deputy Mayor Finn.

Salmon Dinner

The Committee discussed plans for this years' Salmon Dinner.

The Committee recommends that we proceed with the use of professional chefs and continue planning the event.

Friday Tribute Night

The Committee discussed the potential line-up for the Friday Tribute Night Stadium event.

The Committee recommends that we compile a list of entertainment available for this event.

Concert – Line-up

The Committee discussed the line-up for this year's event.

The Committee recommends staff continue to finalize Concert line-up.

Sound and Light

The Committee reviewed a quote for sound and light from Canadian AV and recommends we proceed with this.

Sponsorship

The Committee discussed sponsorship and recommends that we approach our major sponsors to confirm their involvement in this year's event.

Canada 150

The Committee discussed an information circular on the Canada 150 funding.

The Committee recommends that staff investigate the funding available through the Canada 150.

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 5-0.

Mayor Manuel gave a further summary of the press release and stated he is looking forward to another successful year. He added that Grand Toyota is on board again this year and encourages people from all over the Province to attend. He stated that Council's aim was to give a good show with low financial risk.

Councillor Pinsent stated that he would like to encourage all Town organizations to become a part of this event.

Mayor Manuel advised that this is a community Festival and we have a plan, but look for others to have events as well. We need the community to step up as before and welcome all.

OTHER BUSINESS

Councillor Finn updated citizens on issues with Central Newfoundland Waste Management and Council's work to advocate change that can improve operations and hope to lower cost to dispose of waste. The major concern is the cost of implementing the waste strategy while other areas are not doing this. The Town asked Government for a subsidy, but was turned down. He advised that follow-up meetings will be held with Government Officials and Central Newfoundland Waste Management.

Councillor Coady-Davis reminded residents that tomorrow is "International Womens Day" and the theme for this year is "Be Bold for a Change". She also expressed thanks to the media for support of the Salmon Festival.

Councillor Pinsent commented on the potholes and road conditions due to the harsh winter and asked citizens to be patient as we address them. He noted the amount of litter around Town and asked residents to help keep our Town clean. He thanked residents for their patience on Second Avenue and Victoria Street and hopes work will start early this year and run smoothly.

Councillor Browne congratulated the Heritage Society on the "Merchants of Main Street" recently released. He raised the issue of seniors being forced out of Town due to lack of Level 3 services and is hoping this will start to be addressed in the next Provincial Budget. He advised that the issue has been raised with the

Minister of Health and Community Services and our local member Minister Hawkins.

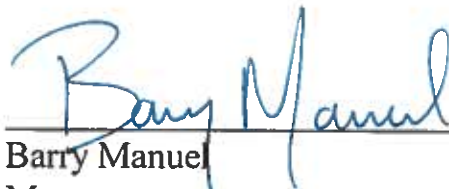
Mayor Manuel noted that he had attended the 50th Anniversary of the Kiwanis Club and congratulated the Club for their contribution to the Town and the awesome Music Festival every year. He advised that the “Merchants of Main Street” was a good event and hoped to see more of these. He also thanked the Heritage Society on the great work. He congratulated former resident Larry Barry for his recent Canadian Screen Award nomination for Lead Actor based on his performance in the film Riverhead. He also congratulated Tara Thompson on her nomination of Graphic\Media Artist of the Year at the East Coast Music Awards. With regards to long-term care, he said he hoped to have some positive news in the next Provincial Budget as it seems that the west coast are getting more benefits and we expect to be treated fairly. He said he knows it is difficult and great for the west coast, but Grand Falls-Windsor deserves it as well.

Motion

Browne\Pinsent

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, March 28th, 2017. This motion carried by a vote of 5-0.

The meeting adjourned at 9:45 P.M.



Barry Manuel
Mayor



B. Griffin
Deputy Town Clerk