

MEETING #478

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., MONDAY, MAY 8TH, 2017

PRESENT: Mayor: Barry Manuel
 Deputy Mayor: Darren Finn
 Councillors: Peggy Bartlett, Mike Browne, Amy Coady-Davis,
 Bruce Moores, Tom Pinsent
 Staff: J. Saunders, Town Manager\Clerk
 N. Chatman, Director of Engineering and 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 #477 of Tuesday, April 18th, 2017.

Motion
Finn\Moores

Be it resolved that the Minutes of Meeting #477 of Tuesday, April 18th, 2017 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 \$289,628.46.

Motion
Pinsent\Finn

Be it resolved that the disbursement report in the amount of \$289,628.46 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.

NLVA Correspondence

Recreation Department Staff and the Recreation Committee Chair met with NLVA and the Mount Peyton Hotel to get the details of the NLVA funding request.

The Committee recommends the Recreation Department Staff meet with NLVA again and gather more detailed information about the funding request and report back to the Committee.

Community Group Clean-up

The Committee discussed the date for this year's community group spring clean-up. Due to the amount of snow still on the ground, the Committee recommends to delay the start of clean-up. The Committee also recommends staff contact the community groups and have them ready as soon as the snow has melted.

Centennial Field Mural

The Director of Parks and Recreation presented the Committee with a revised proof for the Centennial Field mural.

The Committee recommends the Director of Parks and Recreation ask CNVAS to make one final change and then begin painting to have the mural ready for installation this summer.

The Great Benjamins Circus

The Director of Parks and Recreation presented the Committee with a proposal for a circus to come to Grand Falls-Windsor on July 8th and 9th.

Though the only animals in the show are dogs, the Committee recommends the Director of Parks and Recreation check with the circus organizers and the SPCA to ensure the show does not display any cruelty to animals. The Committee recommends if there are no objections to book the show.

High School Reunion Donation Request

The Committee discussed a request from a High School Reunion Class to make a donation of a tree or bench and a plaque at Gorge Park in the honour of a deceased student.

The Committee recommends the Director formulate a plan for these types of donation requests and report back to the Committee.

Multi-Year Capital Requests

The Director presented the Committee with a list of Parks and Recreation Capital requests for 2017.

The Committee recommends we submit this list of requests under the Federal Program for Culture and Recreation as soon as the funding for this program gets announced.

Recreation Complex Needs Assessment – Terms of Reference

The Committee discussed the elements required for the Recreation Complex Needs Assessment.

The Committee recommends the Director of Parks and Recreation and the Town Manager\Clerk research the necessary elements and report back to the Committee.

Cross Country Ski Club Presentation

At 6:00 P.M. Dave Stoodley and Jerry Oxford from the Exploits Valley Cross Country Ski Club presented an overview of their Club's activities and finances both past and present. The Club has seen a huge growth over the last few years due to a great partnership between the Club and the Town.

The Committee thanked the Ski Club and recommends we continue this partnership which is evident in the ongoing project this year as we are constructing a new chalet, installing lights on the trail and resurfacing the trail.

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 Bartlett asked if there was any follow up on the circus with the SPCA for their support of the show.

The Director of Parks and Recreation stated that the SPCA has no issue with this event.

Parks, Recreation and Special Events

Motion

Finn\Bartlett

Be it resolved that the Cutlery RFP item be removed and voted on separately. This motion carried by a vote of 7-0.

Mayor Manuel removed himself from the meeting at this time due to a perceived "Conflict of Interest".

Cutlery RFP

The Committee discussed a request from the Director of Parks and Recreation to purchase cutlery for the new Corduroy Brook Enhancement Association building and the new Cross Country Ski building being constructed this year.

The Committee recommends not to purchase any extra cutlery, but to utilize the cutlery being purchased for the Salmon Festival\Food Day Festival.

Motion

Browne\Bartlett

Be it resolved that the Cutlery RFP be approved as presented. This motion carried by a vote of 6-0.

Mayor Manuel returned to the meeting at this time.

The remainder of the report was also presented by Councillor Browne.

Federal Student Summer Grants

The Committee discussed our submitted application for Federal Student Summer Grants. Due to technical difficulties in the online application process our applications did not get submitted and no grants were approved.

The Committee recommends the Parks and Recreation Department continue to hire the necessary number of students for its summer programs despite receiving no Federal Grant funding.

Special Olympics

The Director of Parks and Recreation informed the Committee that the 2018 Provincial Snowshoeing and Cross Country Skiing Special Olympics will take place in Grand Falls-Windsor in February 2018.

The Committee recommends the Parks and Recreation Department partner with the Special Olympics in the organization of this event.

Dog Park Correspondence

The Committee discussed correspondence from a concerned citizen about the danger of the fire hydrant at the dog park.

The Committee recommends staff remove the hydrant as soon as the snow melts.

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.

Public Works and Planning

The following report was presented by Councillor Coady-Davis.

Street Name Request – Cobb

The Committee discussed a request that was received from Mr. Corey Sharpe to have a street named after Mabel Cobb to recognize her accomplishments.

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

Discretionary Use – 15 Griffin Street

The Committee reviewed an application for a home based business at 15 Griffin Street for a hair salon. A notice was mailed to adjacent property owners and advertised in the local newspaper. There were no objections received.

The Committee recommends that this application be approved.

Main Street Land

The Committee reviewed an inquiry by a realtor about the future plans to rezone a section of land off Main Street Extension from Conservation Zone to Residential Zone. The land in question is for sale and there are currently residences adjacent to this property.

As there are currently no services in this area, the Committee recommends a complete development plan be submitted before any consideration is given for rezoning and/or permitting new construction.

Mini Home Sub-division Development – Lane Homes

The Committee discussed the correspondence from Mr. John Lane stressing the importance of a mini home sub-division. The Town currently has no area zoned for such a development.

There is no available land for such a development outside what has previously been identified by Council. The Committee is open to discuss any development plans, but none has been received to-date.

Building Permit – 372 Grenfell Heights

The Committee reviewed a request from Mr. Rodney Mercer to have a 4.0 (13 ft.) side yard on both sides of his property at 372 Grenfell Heights to maximize the area for his proposed dwelling. The proposal has no effect on the rural character of the area and fits with the adjacent development standards.

The Committee recommends this request be approved.

Grenfell Heights Ditching

The Committee reviewed a request from a resident inquiring about the filling in of the existing ditches on the west end of Grenfell Heights.

This section of roadway is part of the 2018-2019 Capital Works Funding Program pending the approval of funds from Government. The proposed project includes waterline replacement and installation of a new storm sewer system.

Crown Land Referral – Organic Growth Vertical Farming

The Committee reviewed a Crown Lands Referral for a parcel of land on New Bay Road to be used for Organic Growth Vertical Farming. The area is zoned appropriately for such use, however, there are no services in this area.

The Committee agrees that the concept is fine, but asked staff to inform the applicant that there are no services in the area. Also the applicant would need to cover all development costs, including services and a detailed development plan is required prior to permitting the business to operate.

Capital Works

The Committee was updated on the list of projects submitted to Municipal Affairs and Environment for the Multi-Year Capital Works 2017-2020 (MYCW) and the Small Communities Fund (SCF). The submission was based on previous approval by Council. The proposed programs fit within the Town's Long-Term Plan (2017-2020) and within the approved budget.

The Committee requests an update when approval is received and stressed the importance of getting tenders out as soon as possible.

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 7-0

Councillor Pinsent advised that he understood there were a couple areas identified for the mini home sub-division, but the Minutes do not reflect that.

Mayor Manuel stated there were two (2) areas identified – Blackmore Street and Amber Estates and discussions were held with both developers with an attempt to incorporate the mini homes in their development.

Deputy Mayor Finn stated that this has been discussed in the past and there were approximately six (6) areas identified and narrowed down to the two (2) mentioned above. Mr. Lane and the developer need to work together.

Mayor Manuel advised that new street names are submitted and added to a master list. Council will review these names periodically and based on a point system will select up to six (6) street names to be used as required.

Deputy Mayor Finn stated that the names are usually selected based on long standing contribution to the community. There are also theme names and all requests should come with supporting documentation.

Finance and Administration

The following report was presented by Councillor Pinsent.

Labour Report

The Committee reviewed the labour costs as of week sixteen (16). Total labour was \$913,596. This was \$41,598 (-4.6%) over budget. The Committee noted that the increase in Public Works was due to the extended winter conditions.

The Committee recommends that staff continue to monitor labour costs.

Garbage Collection Regulations

The Committee reviewed the current Garbage Collection Regulations as it pertains to four (4) unit buildings. It was noted that these buildings are assessed for tax purposes using the income approach resulting in lower taxation values than comparable properties with less than four (4) units.

The Committee recommends the current Garbage Collection Regulations be maintained.

Traffic Regulation Amendment

The Committee reviewed a proposed Amendment to Section 46.(1) of our Traffic Regulations. This section pertains to yielding to pedestrians at crosswalks.

The Committee recommends this be amended as attached.

Tender Summaries

The Committee reviewed the results of the Tender for the Industrial Lawn Mower.

The Committee recommends this be awarded to Harvey and Company Ltd.

The Committee reviewed the results of the Tender for a ½ Tonne Pick-up.

The Committee recommends this be awarded to Hickman Chrysler Dodge Jeep.

The Committee reviewed the results of the Tender for Sand Cleaner\Stone Picker.

The Committee recommends this not be awarded and that staff review this further.

Disbursement Report

The Committee reviewed the disbursement report for April 27th, 2017 in the amount of \$289,628.

The Committee recommends this be presented at the next Council meeting.

Grants\Donations

The Committee reviewed the list of Grants to Community Groups. It was noted that these Grants are essential to the existence of many of these groups. The existence of these groups contributes a lot to the fabric and quality of life of our community.

The Committee recommends staff draft the Community Grant Policy for review at the next Finance and Administration meeting.

Exploits Regional Curling Club

The Committee reviewed the Financial Report of the Exploits Regional Curling Club.

The Committee recommends that the Director of Parks and Recreation obtain an Operational Report and Financial Report for April to assess the future need of the Operating Grant.

Gymnastic Equipment

The Committee reviewed a request to approve \$10,000 for the purchase of gymnastic equipment. It was noted that we plan to begin the Program this summer. Staff have applied for Program Funding and are awaiting a response.

The Committee recommends this be approved.

I move the recommendations and report of this Committee.

Motion

Pinsent\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 stated there are three hundred and fifty (350) children who expressed an interest in the gymnastic program this summer. The Town will be applying for a Federal Grant to offset the cost of the equipment.

Councillor Bartlett advised that the list of recipients of Grants and donations is not complete. The Director of Finance will provide an updated list at the next meeting.

The following Resolution was also presented by Councillor Pinsent.

Resolution GF-W 2017-251

2017-2020 MULTI-YEAR CAPITAL WORKS PROGRAM

WHEREAS: the Town of Grand Falls-Windsor is eligible for funding under the 2017-2020 Multi-Year Capital Program based on the current Provincial Cost Sharing ratio; and

WHEREAS: the Town of Grand Falls-Windsor is applying for projects totaling \$6,395,663 to be carried over the next three (3) years. The Provincial Government's funding for these projects is \$3,307,332 and the Town's share is \$3,088,331;

AND WHEREAS: the total funding for 2017-2020 is allocated by year as follows:-

<u>Year</u>	<u>Amount</u>	<u>Province</u>	<u>Town</u>
2017\2018	\$1,601,618	\$ 910,310	\$ 691,309
2018\2019	\$2,584,284	\$1,292,142	\$1,292,142
2019\2020	<u>\$2,209,761</u>	<u>\$1,104,880</u>	<u>\$1,104,880</u>
TOTALS	<u>\$ 6,395,663</u>	<u>\$ 3,307,332</u>	<u>\$3,088,331</u>

THEREFORE BE IT RESOLVED: that Council approve submission of a funding application for 2017-2020 Multi-Year Capital Works in the amount of \$3,088,331.

Motion

Pinsent\Browne

Be it resolved that Resolution GF-W 2017-251 would be approved as presented. This motion carried by a vote of 7-0.

Committee of the Whole

The following report was presented by Deputy Mayor Finn.

Correspondence from Cranberry Association

The Committee discussed the correspondence from the Cranberry Association and asked Mr. Warford to provide more details. Mr. Warford states that the cranberry industry must have pollination in order to be productive and the bumblebee is the best for pollination. Presently, there are no bumblebee hive farmers on the island and only honeybees. Honeybees are more expensive and at times not available when needed. At the present time, there is a ban on bringing in any bees from outside the Province unless they are considered disease free. The Cranberry Association is looking for a letter of support from the Town to request a permit from Government to import bees for pollination.

Mr. Warford was excused at 6:30 P.M.

Presentation by Trevor Tuck, Honeybee Farmer

Mr. Tuck gave an overview of the honeybee farming business and the benefits of the honey produced locally. Newfoundland is one of the only three (3) places in the world that have honeybees that are considered disease free and can be exported to any place in the world. He is against importing any bees to the island as it will risk transporting disease to infect the honeybee population and therefore significantly decrease the value of the present disease free product. He is presently participating in a project with the University of Guelph on the medicinal benefits of pure honey. He also stated that if the local farmers need either honeybee or bumblebee hives for pollination, then he can supply the demand. The issue is the farmers do not plan ahead. He needs several months notice to prepare hives for pollination so it is a joint effort to meet the demand. He said in 2016 he supplied hives for pollination to any farmer that requested them.

Mr. Tuck was excused at 9:00 P.M.

The Committee discussed the information briefly and recommends it be discussed at the Committee of the Whole meeting on Tuesday, May 2nd, 2017.

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.

Committee of the Whole

The following report was also presented by Deputy Mayor Finn.

Exploits Regional Chamber of Commerce

Membership

The Committee reviewed the membership for the Chamber of Commerce and recommends the appropriate fees be paid.

Quarterly Meeting with Chamber Executive and Council

The Committee discussed the benefits of these meetings held with the Chamber Executive. The meeting on Wednesday, April 26th at 7:30 A.M. was an

opportunity for Council to outline development opportunities, Capital Works Projects, Recreation Projects, Salmon Festival and Culinary Festival details, etc... These meetings will also give the Chamber Executive an opportunity to provide Council with advice and/or feedback from its Members on topics that impact them such as taxation, waste management, staffing challenges, etc...

Pollination of Cranberry Fields

The Committee discussed the issues raised by Lloyd Warford, Executive Director of the Cranberry Association and also by Trevor Tuck, local honeybee farmer on concerns they have with their respective industries.

The Committee recommends that staff facilitate a meeting with both groups to determine their needs and concerns. Based on previous discussions, there should be some common ground that can satisfy both organizations. The Committee also recommends that staff support the industries to obtain support from the Growing Forward Program to finance a Pollination Program for the Province.

Correspondence – Human Rights

The Committee discussed the correspondence from our Solicitor on the question of Human Rights concerns as stated in our job application and in particular, those funded by the Federal Government.

The Committee recommends that the Director of Finance review this information as well as our existing policies and present changes to reflect this information at the next Finance and Administration Committee meeting.

Correspondence – Autism Society

The Committee discussed correspondence from the Autism Society looking for Town support for their fundraising events.

The Committee recommends that the Director of Parks and Recreation contact the Society and offer them the same support as in recent years to assist with their events.

Operational Review

The Committee discussed the possibility of an Operational Review of all Departments.

The Committee recommends that Council and Senior Staff forward points they would want considered as part of any review. The Town Manager\Clerk will compile the comments for discussion at the next Committee of the Whole 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.

OTHER BUSINESS

Councillor Bartlett noted that this is “National Nurses Week”. We have all been touched by this profession so a special “Thank You” for their efforts. She advised that McHappy Day was a success again this year and noted that the funds go to support the Ronald McDonald House in St. John’s. Central NL have the highest number of users of the St. John’s facility. She noted that spring is here and garbage is very visible and reminded the business community to do clean-up of their property. She also noted that the Exploits Regional Chamber of Commerce Trade Show went well and expressed congratulations to the Chamber. She advised that she attended the Municipalities Newfoundland and Labrador Conference in Gander this week-end and stated it was a great opportunity for networking.

Councillor Pinsent advised that the Municipalities Newfoundland and Labrador Conference had interesting discussion on wastewater and regionalization. There are some real challenges in these areas. He also said he has been asked by many residents if we are building a new recreation complex. He stated this is just a review of the existing facilities and what is required for the future. We will be conducting a needs assessment. He also thanked all who attended the Exploits Regional Chamber of Commerce Trade Show.

Councillor Browne congratulated the Exploits Eagles on their win this past week. He noted that Minor Hockey is finished for this season and that they had a successful season. He also noted that the Figure Skating Club attended the Atlantic Competition and came away with Awards. He advised that the Centennial Road Race is coming up soon as asked people to participate. He also advised that the Public Works Department is making progress with the potholes.

Deputy Mayor Finn noted he had the opportunity to attend the Exploits Regional Chamber of Commerce Trade Show and that the number were down. He

congratulated the Chamber and exhibitors. He noted the Town does a litter campaign and advised it will be done shortly. The commercial areas are encouraged to clean up their properties. He advised that Council hosted Dr. Ungar this past week who is an expert in his field of youth mental health. The two (2) day sessions were well attended and his message was well received. He congratulated the organizers and the partnership with Central Health. He advised that the honey bees in Newfoundland are considered disease free and explained that farmers use bees as pollinators. Scientifically, the bumble bee is a better pollination. It is important that the bee population remain disease free. Mr. Tuck is willing to work with farmers to provide the appropriate bees for pollination. Both groups need to work together and pressure will also be exerted on the Provincial Government to fund bee farmers for pollination.

Councillor Coady-Davis advised that the Karate Nationals will take place in Grand Falls-Windsor on May 13 at Exploits Valley High. She advised that the Municipalities Newfoundland and Labrador Symposium was a great event with lots of good sessions. She also advised that public sessions will be held this fall on regionalization and/or shared services. She noted that she attended an event "Equal Voice" to encourage women to offer themselves for Municipal politics. She noted Dr. Ungar's presentation was excellent and great information was presented to residents and professionals. She congratulated the Sparkling Blades Figure Skating Club on a great end of the season show. She also advised that the community litter clean-up will start soon and community groups will be assigned certain areas for clean-up.

Councillor Moores advised that the "Relay for Life" is in three (3) weeks and encouraged residents to get a team together to raise funds for the Canadian Cancer Society.

Mayor Manuel advised that the Dr. Ungar event was recorded by Rogers and will be aired for those who could not attend. He noted this is "Nurses Week" and congratulated the professionals for all the care they provide. He stated that "McHappy Day" was a success and advised that he was happy to participate in such a great event. He noted that the Exploits Regional Chamber of Commerce Trade Show was a success and congratulated all who participated. He mentioned the community kitchen is open every Wednesday at St. Joseph's from 11:30 A.M. to 1:30 P.M. for anyone requiring a meal. He noted that the community litter program will commence soon and asked businesses to do their part as well. He noted that there were lots of events being offered in the community and that this past Friday there was a multicultural night at the Golf Course. It was a sold out event and was a very enjoyable evening. He congratulated the Recreation Department for their efforts. This past week the Town of Grand Falls-Windsor lost a long-time resident, Mr. Si Barrow at the age of 92, who was a well-known and

respected member of the community. He wished to express condolences to the Barrow family. He also advised that this Wednesday is the 1st Annual Civic Awards at the Gordon Pinsent Centre for the Arts. This will be a fantastic show and will recognize the members of our community for their contribution. This will also be recorded by Rogers for future airing.

Motion

Coady-Davis\Moores

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., Monday, May 29th, 2017. This motion carried by a vote of 7-0.

The meeting adjourned at 8:20 P.M.



Barry Manuel
Mayor



J. Saunders
Town Manager\Clerk