

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., FEBRUARY 12TH, 2019

PRESENT: Mayor: Barry Manuel
 Deputy Mayor: Mike Browne
 Councillors: Rod Bennett, Amy Coady-Davis, Shawn Feener,
 Darren Finn, Mark Whiffen
 Staff: J. Saunders, Town Manager\Clerk
 N. Chatman, Director of Engineering and Works
 K. Antle, Director of Parks and Recreation
 S. Gosse, Director of Finance and HR
 G. Hennessey, Economic Development Officer

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #503 of Tuesday, January 22nd, 2019.

Motion

Coady-Davis\Bennett

Be it resolved that the Minutes of Meeting #503 of Tuesday, January 22nd, 2019 would be adopted as circulated. This motion carried by a vote of 7-0.

BUSINESS ARISING OUT OF THE MINUTES

None

DISBURSEMENT REPORT

Councillor Coady-Davis presented the disbursement report in the amount of \$716,834.72.

Motion

Coady-Davis\Finn

Be it resolved that the disbursement report in the amount of \$716,834.72 would be adopted as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Economic Development, Tourism and Heritage

The following report was presented by Councillor Whiffen.

Brand Items

The Committee reviewed the brand items usually purchased as well as others that would be used for conferences.

The Committee recommends that staff adjust the items based on discussions and report back to the Committee prior to placing an order.

Website Redesign

The Committee discussed the RFP for the Town website redesign and recommends it be advertised.

Hospitality NL Conference – February 26th-28th, 2019

The Committee reviewed the Hospitality NL Conference scheduled and recommends the Economic Development Officer attend.

Municipalities Newfoundland and Labrador – Urban Municipalities Committee – January 11th-12th, 2019

The Committee reviewed the Economic Development Officer's Report of the events at the UMC meeting.

The Committee recommends the report be accepted.

Queen Street Dinner Theatre Financial Request

The Committee discussed the request from the Queen Street Dinner Theatre for financial assistance for 2019.

The Committee recommends that the present allocation of \$10,000 be maintained. The Committee also recommends that bulk purchases for the Theatre go through the Town's Purchasing Officer to obtain best prices. Also the Director of Finance & HR will attend the next Board meeting to review financial procedures.

NL Film Development Corporation

Councillor Mark Whiffen and Economic Development Officer Gary Hennessey participated in a call to the NL Film Development Corporation to discuss how Central Newfoundland can be recognized in their database as a preferred location for some events.

The Corporation did provide some guidelines and the Committee recommends that Mr. Hennessey follow up.

Beothuk Remains Being Returned to Canada

The Committee discussed the recent media coverage of the Beothuk remains being returned from Scotland to Canada. It was very disappointing to hear that the Premier is suggesting The Rooms likely will be the preferred final resting place.

The Committee recommends that we write to Premier Ball and copy our MHA's expressing our displeasure with this possible decision and demand that the final resting place be in Central Newfoundland.

Main Street Businesses

The Committee discussed and recommends the Economic Development Officer reach out to the Main Street businesses in an attempt to set up their Business Committee again. The goal is to consider ways to attract additional economic development to the Main Street area.

I move the recommendations and report of this Committee.

Motion

Whiffen\Browne

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

Mayor Manuel noted that since the news on the return of the Beothuk remains to Canada were announced and are going to The Rooms, other Central Newfoundland communities have expressed views. The Mayor feels it would be best if a letter came from the Joints Council's Committee to have them returned to Central Newfoundland.

Finance and Administration

The following report was presented by Councillor Coady-Davis.

Year End Labour Report

The Committee reviewed the year end labour costs as of week three (3). Total labour was \$202,824. This was \$14,989 (8%) over budget.

The Committee recommends that staff continue to monitor labour costs.

Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$716,834.72 and recommends this be presented at the next Council meeting.

Sponsorship – Knitting Group

The Committee reviewed a sponsorship from a knitting group located at the Harmsworth Public Library for hotel and travel for two (2) Newfoundland authors.

The Committee recommends that this be deferred to the Parks and Recreation Department.

Reclassifications

The Committee reviewed reclassification requests from the Public Works Foreman and the Assistant Director of Parks and Recreation.

The Committee recommends that this be deferred until the proposed Job Evaluation System is in place.

Town Funded Capital Review

The Committee reviewed the Town Funded Capital for 2019.

The Committee recommends that this be deferred to the Committee of the Whole.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Feener

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 Deputy Mayor Mike Browne.

Town Capital

The Committee reviewed the Town Capital request from the Engineering and Works Department. Included with this request was an Equipment Replacement Strategy Report which outlines a five (5) year proposal for equipment replacement.

The Committee recommends this be further discussed in the Committee of the Whole.

School Zone Concerns

The Committee reviewed correspondence from the Principal at Forest Park Primary who noted concerns for students who walk to school. The letter also has concerns with snow clearing of sidewalks near the school. The School Board Policy eliminates busing for a large number of students within a 1.6 KM radius of the school. The Town's Snow Clearing Policy already identifies sidewalks in school zones as a top priority and areas identified in the letter currently have paved concrete sidewalks and crosswalks present.

The Committee recommends that staff further review the issues in the letter and respond accordingly.

Water Treatment Plant Dam Repairs

The Committee reviewed the results of a RFP that recently closed to complete the design and tender for the repairs to the dam at New Bay. There were two (2) bidders with DMG Consulting Ltd. being the preferred proponent with a bid of \$68,917.20 plus HST.

The Committee recommends this be awarded to DMG Consulting Ltd. to get the design portion commenced immediately. The Committee also recommends that this information be discussed at the next Exploits Regional Water Supply Committee meeting.

Street Signs

The Committee reviewed the current standard of street signs being installed in Town. There are numerous variations within the Town and the Committee wants to ensure consistency. A sample sign currently being used was presented for review.

The Committee recommends using a white sign with blue lettering. The Committee also recommends using a better font to ensure the signs are easy to read.

35-37 Whitmore Street

The Committee reviewed correspondence from a resident concerning an access road between 35 and 37 Whitmore Street. This access seems to be used as a commercial operation and has caused dust/noise issues for residents.

The Committee recommends staff follow up with a site inspection in the spring to address this concern.

Hill Street Parking

The Committee reviewed correspondence from a resident of Hill Street who expressed safety concerns with residents backing out of their driveways. Also, it was requested the street name be changed due to confusion with Hill Road.

The Committee recommends all residents in Grand Falls-Windsor back into their driveways to provide a safer exit, especially in the winter months where high snow banks restrict sight distance. The Committee also recommends staff alert the public via social media to help relay this message. With respect to the name

change request due to common street names, the Committee recommends this be discussed at a later date with all common street names within the Town.

Street Name Request – Jackman

The Committee reviewed a request to have a street named Jackman. It was noted the request was for the Jackman brothers who settled in Grand Falls-Windsor when the mill began operation. They operated a garage, hotel, dental clinic and buses.

The Committee recommends the name Jackman be added to the list of street names for future consideration.

I move the recommendations and report of this Committee.

Motion

Browne\Finn

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

Deputy Mayor Browne noted with respect to the school zone issue a meeting will be arranged with the Principal and School Council to discuss their concerns.

Councillor Coady-Davis noted the 1.6 KM distance is also related to the distance children have to walk to the bus stop. The safety of the children are of utmost importance and we need to express this to Government.

Mayor Manuel also noted it is important for motorists to pay strict attention to pedestrians and slow down.

Councillor Finn advised street signs will be more standard with more easy to read font. This will be addressed through policy.

Committee of the Whole

The following report was presented by Deputy Mayor Browne.

Action to Ban Single Use Bags in Newfoundland and Labrador on March 11th, 2019

The Committee discussed the information from Municipalities Newfoundland and Labrador concerning the “Day of Action to Ban Single Use

Plastics Bags in Newfoundland and Labrador” on March 11th, 2019. According to the Federal Government more than one hundred and fifty (150) million tonnes of plastics is clogging the oceans worldwide. Municipalities Newfoundland and Labrador is requesting municipalities to spread the awareness using the hashtag “#BanTheBag”.

The Committee recommends that we post this information to our social media site and ask residents to support this effort.

RFP – Infrastructure and Sustainability Project

The request for proposals for an Infrastructure Renewal and Sustainability Project closed on February 1st, 2019. Honeywell was the only company that submitted a proposal. This project, using the Energy Performance Contract Model, will maximize Government funding opportunities and create guaranteed savings to pay for the project measures. Other benefits include improved building comfort and energy efficiency. This assessment is critical with the impending energy cost increase due to Muskrat Falls Hydro Project.

The Committee recommends that staff work with Honeywell to draft a “Letter of Intent” to indicate the full obligations of both parties. This letter will be presented to Council prior to signing.

Town Funded Capital

The Committee reviewed the Town Funded Capital as presented by Department Heads. The Director of Engineering and Works presented an Equipment Replacement Strategy for the next five (5) years. This is a very detailed report and will be reviewed in more detail by staff and Council prior to the next Committee of the Whole meeting.

Urban Reserve – Presentation

Mr. John Davis of the Qalipu Development Corporation (QDC) and Mr. Andy Barker, Ward Councillor of the Qalipu First Nation gave a presentation on the structure of the QDC. Mr. Davis also discussed the Urban Reserve concept and possible partnerships. An Urban Reserve is a reserve within or adjacent to an urban centre. It is part of the “Indian Act Reserve” so it is tax exempt. The object is for the urban area to provide better revenue generation opportunities for new businesses and commercial enterprises.

Mr. Davis and Mr. Barker were excused at 7:00 P.M.

The Committee recommends that we write a letter to Chief Mitchell of the Qalipu First Nation and express our interest in an Urban Reserve or any other possible opportunities with the Qalipu. It is also recommended that our Economic Development Officer contact Mr. Davis to discuss possible partnerships.

I move the recommendations and report of this Committee.

Motion

Browne\Finn

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

Deputy Mayor Browne noted the Equipment Replacement Strategy that was presented by the Director of Engineering and Works will outline how we will proceed with a replacement plan.

Mayor Manuel advised sometimes it comes to a point when repairs cost more than new. Also this impacts our service delivery. He also noted that he personally supports the ban of plastic bags. A statistic mentioned recently stated that the plastic bags accounts for 0.8% of the plastic in our oceans. Government and industry need to take a broader look at reduction of plastic in our environment.

Councillor Finn advised that the meeting with the Qalipu was very informative and outlined how they want to expand their business interest. Grand Falls-Windsor are very open to new opportunities and look forward to possible partnerships.

Salmon Festival

The following report was presented by Councillor Feener.

Public Consultation Meeting

The Committee discussed the Minutes from the Salmon Festival Public Consultation Meeting noting there were many recommendations put forward from the attendees as well as several emails and letters from individuals who could not make the meeting.

The Committee recommends staff condense all these recommendations into a single spreadsheet and formulate several possible five (5) days formats for the Festival including these recommendations. The Committee also recommends we send a thank you to all those who attended the session or sent in suggestions.

Orion Music Proposal

The Committee discussed a Cultural Street Festival Proposal from Orion Music. It was noted several of the concepts of the Festival could work with our Festival.

The Committee recommends for staff to incorporate parts of this concept into the proposed schedule for review at the next Salmon Festival meeting.

Major Sponsor

The Committee discussed the details for the Major Sponsor for this year's Festival.

The Committee recommends waiting until the format of this year's Festival is confirmed before we look at the details of the Major Sponsor.

I move the recommendations and report of this Committee.

Motion

Feener\Bennett

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

Councillor Feener advised that he was very encouraged with the turnout at the Public Consultation.

Mayor Manuel asked "What is the plan to get the community involved in the organizing of the Festival?"

Councillor Feener noted this will be decided at the next Salmon Festival meeting.

Mayor Manuel advised it is important that we involve the community and very important that we change up the Festival. We should ask residents who want to participate in organizing the Festival. The Organizing Committee can be a combination of residents and Council.

Councillor Feener noted one of the things discussed was to get local businesses to offer and incorporate new events within the Festival.

Mayor Manuel stated we need to come up with creative more affordable events for the Festival.

Councillor Finn noted the issue of community involvement is important and Council needs to decide the make-up and responsibility of the Committee. It can be advisory to budgetary, but personally feels that Council maintain control.

Mayor Manuel advised that the Town is still open to promoters using our facility to host a major concert. They can take the risk and as well get the reward.

Parks, Recreation and Special Events

The following report was presented by Councillor Bennett.

Ball Hockey Tournament Proposal

The Committee discussed correspondence from Impact Hockey requesting a partnership with the Town to host an outdoor Ball Hockey Tournament in Grand Falls-Windsor this summer.

The Committee recommends working with Impact Hockey to find an appropriate date to host this tournament provided the Town are not required to put money into the operation of the tournament, but only provide in-kind service and administrative assistance.

Cross Country Ski Club Contract

The Committee discussed the revised draft contact with the Exploits Nordic Ski Club. Their Association have some concerns over the user fees recommended in the contract.

The Committee recommends staff work with the Club to make further revisions to the contract and report back to the Committee with a final draft.

Civic Awards

The Committee discussed forming a Nominating Committee as part of the Grand Falls-Windsor Civic Awards this year to streamline the nominating process. Potential members of the new Committee were discussed as well.

The Committee recommends staff form this new Nominating Committee and continue with the planning of this year's Civic Awards which are scheduled for May 9th.

Scouts Correspondence

The Committee discussed correspondence from the Boy Scouts requesting sponsorship for an individual in their group to attend a Jamboree this summer.

The Committee recommends the Director have the group complete a Travel Grant Application for the whole group not just one individual member.

Minor Hockey Rink Board Dividers

With a follow up from a previous meeting, the Director informed the Committee the rink board dividers in Gander work very well apart from the large amount of space needed to store them. He also informed the Committee Minor Hockey are not eligible to apply for a Community Healthy Living Grant to help with the expense of the dividers.

The Committee recommends requesting a financial statement from Minor Hockey to help assess the amount of subsidy needed from the Town.

Advertising at Gymnastics Building

The Committee discussed an idea to sell sign advertising at the gymnastics building as several local businesses were inquiring.

The Committee recommends approving this sign advertising and for the Director of Parks and Recreation to set up the guidelines and rates as per our sign advertising agreements in both arenas.

Program Updates

The Director presented the Committee with a detailed list of all the programs and special events planned for this winter. It was noted that registration numbers are great and many programs are sold out.

Flower Boxes

The Committee discussed correspondence from a business on Main Street requesting to install flower boxes next to his store.

The Committee recommends approving this request and for the Director to respond to the business giving details of where he can install these boxes. The business is responsible for all costs associated with the planters purchase and installation.

I move the recommendations and report of this Committee.

Motion

Bennett\Browne

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

Mayor Manuel noted he would like to mention again that the programs being offered are being well attended and some are sold out. We are receiving lots of positive feedback from residents. An active community is a healthy community. He congratulated the Ski Club on their success over the past couple of years. Their programming is expanding and rentals are available. He questioned "Were there any locations proposed for the Ball Hockey Tournament?"

Councillor Coady-Davis advised they are looking at the College\Provincial Government parking lot and parking can be available at Shanawdithit Centennial Field.

OTHER BUSINESS

Councillor Bennett noted the Mid Winter Bivver is this week-end with one hundred and eighty (180) registrants. Winterlude is also happening this week-end. He also advised that he met a young guy Joel Billings this week at Rogers and advised they are raising money for a fully equipped van. He also advised that Amanda Saunders had her heart transplant and is doing very well with her rehabilitation since the surgery. He noted there is a concert at the Classic Theatre on Monday, February 18th in support of Amanda and a dinner at the Legion on Saturday, March 9th. Also on Wednesday, May 15th there will be another concert and more details will follow.

Mayor Manuel advised it is great to see the community support for both of the very worthwhile fundraising projects.

Councillor Feener expressed congratulations on the re-establishment of the Lions Club.

Councillor Whiffen expressed congratulations to the Exploits Nordic Ski Club for hosting the 1st Annual Exploits Nordic Loppet. This is the first event offered that has invited participants from outside the community. He advised that on Saturday, February 2nd he attended the Robbie Burns Night by the Northcliff Drama Club. This was a very successful event and is a fundraiser for them to attend the Newfoundland and Labrador Drama Festival.

Councillor Finn advised he wanted to raise the efforts of the Central Newfoundland Waste Management in attempting to arrive at an agreement with Western Regional Waste Management. This is a complex issue and there are outstanding issues to be resolved. He noted he will be updating the Public Works and Planning Committee at the next meeting on the details. There are still issues that need to be resolved before he can offer support for the arrangements.

Mayor Manuel advised we did have an opportunity to express our concerns with waste management and appreciates the efforts of Councillor Finn for bringing the issues forward.

Deputy Mayor Browne also commended Councillor Finn for his efforts on waste management. He congratulated the Heritage Society on their new building. This is a facility that will certainly showcase the rich history of the region. He advised that the Atlantic Boys Choir will be at the Memorial United Church this Sunday, February 17th at 2:00 P.M. He also advised that the Exploits Community Centre will be offering a Free Income Tax Program for low and modest income residents on March 2nd from 9:00 A.M. to 3:30 P.M. for the 2018 tax season.

Mayor Manuel advised that the Heritage Society are having their Annual General Meeting at their new location on Wednesday, February 20th at 7:00 P.M.

Councillor Coady-Davis noted that Exploits Valley High will be performing the musical “Rock of Ages” at the Gordon Pinsent Centre for the Arts on May 3rd, 4th and 5th. She noted that the Central Housing and Homelessness Network (CHHN) will be hosting their 9th Annual Community Pancake Breakfast on March 5th at the Legion for sit down or delivery from the Salvation Army. She also said she was surprised to hear today that NDP Leader Gerry Rogers is stepping down as Leader of the Party. She has been a huge advocate for women in politics.

Mayor Manuel advised that the “Fill It Up with Food” drive is ongoing and is being accepted at the Joe Byrne Memorial Stadium, Town Hall and Windsor Stadium. He asked for those who are able to give to please drop off non-perishable food items at one of our facilities. He also advised that Winterlude is happening this week-end and on Saturday there will be the Family Day at Corduroy Pond. This will be the 20th year of hosting this event.

Motion

Browne\Finn

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of Tuesday, March 5th, 2019. This motion carried by a vote of 7-0.

The meeting adjourned at 8:10 P.M.

Barry Manuel
Mayor

J. Saunders
Town Manager\Clerk