

MEETING #489

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, FEBRUARY 13TH, 2018

PRESENT: Mayor: Barry Manuel
Deputy Mayor: Mike Browne
Councillors: Amy Coady-Davis, Shawn Feener, Mark Whiffen
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
G. Hennessey, Economic Development Officer

Prior to the meeting the Canadian Red Cross presented four (4) Rescuer Awards to residents who helped save the life of Mr. John MacSween on March 9th, 2016. They were:- Chloe Cuff, Brooklynn Rogers, Keith Butt and Sabrina Butt.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #488 of Tuesday, January 23rd, 2018.

Motion
Feener\Browne

Be it resolved that the Minutes of Meeting #488 of Tuesday, January 23rd, 2018 would be adopted as circulated. This motion carried by a vote of 5-0.

Councillor Coady-Davis noted that on page 18 of the Minutes it said paving would be reduced to 4 kilometers, but this should be 4.5 kilometers.

BUSINESS ARISING OUT OF THE MINUTES

None

COMMITTEE REPORTS

Economic Development, Tourism and Heritage

The following report was presented by Councillor Whiffen.

Community Profile Facilitator Report

The Economic Development Officer presented a status report on the updating of the Community Profile. The project is progressing and information is being compiled. The Profile will be completed by the end of May and will be available in hand copy and online.

Brand Purchases – 2018 Review

The Economic Development Officer presented an updated list of the items that Council intends to purchase this year.

The Committee reviewed the items and pricing and recommended the following:-

- remove scarfs from the list
- increase the number of mugs ordered to five hundred (500)
- ensure that the white baseball hats have an orange logo on them

All other quantities and pricing are acceptable and will be ordered shortly.

Heritage Advisory Committee Minutes – November 27th, 2017

The Committee reviewed the Minutes of this meeting and adopted them as presented.

Social Media Training

The Committee reviewed a proposal from a local company to offer social media training to staff for Facebook and LinkedIn.

The Committee recommends that we not pursue this training at this time.

Gordon Pinsent Centre for the Arts – LED Sign Request

The Committee reviewed a request to partner with the Centre to erect a digital LED sign on the site of the current Centre sign on Cromer Avenue.

The Committee recommends that this item be referred to the Public Works and Planning Committee for further discussion.

Canoeing Project

The Committee has received a letter from a local business to develop a canoeing program on the riverfront by Gorge Park.

The Committee recommends that this be referred to the Public Works and Planning Committee for further discussion.

Letter of Support for Exploits Valley Community Radio Inc.

The Committee received correspondence asking Council for a letter of support as the Exploits Valley Community Radio Inc. pursues a license for a low power FM transmitter.

The Committee recommends that Council draw up this letter of support for this group.

Other Business

Minister's Roundtable on Immigration – The Economic Development Officer has been invited to participate in this discussion on February 7th. The Economic Development Officer has previously participated in the Immigration Portal Project as well as the Newcomers Group and will bring these experiences to this Roundtable.

Saltscape Expo 2018 – The Town will be participating in the Saltscape Expo in April and have invited a representative from the Salmonid Interpretation Centre to attend with us. The Town will cover some of the expenses of the Centre's participant (flight only). The Economic Development Officer will discuss with the Centre's representative and report back to Council.

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 5-0.

Mayor Manuel noted he missed this meeting and with regards to the Brand Purchases – 2018 Review he was disappointed that the scarves were removed. He will ask at a later time to purchase some to be given out at special occasions.

Deputy Mayor Browne advised that he had the opportunity to visit the Valley Radio set-up and was impressed with the organization. He congratulated Tom Pinsent and all those involved and noted that the website is Valley Radio.ca.

Public Works and Planning

The following report was presented by Deputy Mayor Browne.

Environmental and Cultural Heritage Conservation

The Committee heard a presentation by Katie Power regarding water conservation and presented some ideas for the Town to consider moving forward.

Ms. Power left the meeting at 6:45 P.M.

Capital

The Committee reviewed the updated Schedule “A” for the Town’s Capital Works Program. There were discussions on the older Multi-Year Capital Works Programs that are coming to a close and the current program. Adjustments are required in the Schedule “A” to meet the needs of the Town. The change results in a \$120,000 savings in the Town’s contribution.

The Committee recommends the proposed Schedule “A” change proceed as presented and staff forward the necessary documentation to the Department of Municipal Affairs and Environment.

Thomas Street

The Committee reviewed the layout of the existing storm sewer system on Thomas Street to Grenfell Heights. A resident previously voiced concern of the system and requested it be upgraded. The Engineering Department commenced upgrades of the drainage ditch at the rear of the properties and completion is set for this construction season. These upgrades should address the drainage concerns in this area.

The Committee recommends that the proposed upgrades of the drainage ditch be completed and that staff contact the resident (Mr. Norman) to inform him of the course of action to be taken. Furthermore, the Committee recommends Public Works continue to monitor the area moving forward.

Dam Assessment

A dam assessment has been completed by CECON Ltd. for the dam near the Water Treatment Plant in New Bay. The Committee reviewed the report and discussed the recommendations put forward by CECON Ltd.

The Committee recommends funding for these repairs be identified in future Multi-Year Capital Works Programs and complete some repairs under the Public Works Department, if possible. The report must also be discussed at the next Exploits Regional Water Supply Committee meeting in February.

4 Harris Avenue – Sign Location

The Committee reviewed an application for a sign installation on Harris Avenue for Lynken Ltd. The area identified is on Town property.

The Committee recommends this be approved, but the sign must be removed at the owner's expense upon Council's request in the future.

Garbage Regulation Violation

The Municipal Police have been experiencing numerous violations of the Garbage Regulations with respect to having the garbage\recycling covered. These violations are constantly on the rise. Police Chief Thibault would like to utilize door hangers with the relevant regulation attached to notify residents they are in violation.

The Committee recommends that this process be approved and implemented immediately.

Snow Clearing Policy and Frequently Asked Questions

The Committee was advised on the current updates to the Snow Clearing Policy. This policy, Snow Clearing Routes and Frequently Asked Question, are now posted on the Town's website.

The Committee recommends that the Policy, snow routes, etc... be reviewed each year and updated on the website.

Municipal Asset Management Program

The Committee reviewed a funding opportunity from FCM (Federation of Canadian Municipalities) to assist with the development and implementation of the Town's Asset Management Program. The funding is for \$50,000 with an 80%-20% arrangement. The Asset Management Program is essential for Gas Tax Funding beyond 2019 and helps ensure Capital Funds are placed in the correct areas to achieve the best return on the Town's investment.

The Committee recommends an Asset Management Committee be developed among Council, Finance and Administration Department and the Engineering and Works Department and to apply for the funding ASAP.

Cannabis Legalization

With the legalization of cannabis commencing on July 1st, 2018 the Committee discussed how the Town will deal with applications for sale of this product. This needs to be addressed within the Town's Development Regulations moving forward.

The Committee recommends the sale of cannabis be a discretionary use and possibly limited to Commercial and Industrial Zones. The Committee also recommends staff do further research and review guidelines from the NLC. In addition, the Committee suggested public consultation on this issue prior to a final decision being made.

Trans Canada Highway Beautification RFP

The Committee reviewed the final draft of the Trans Canada Highway Beautification RFP. ACOA has indicated that they will not assist in the funding.

The Committee recommends staff approach ACOA again for funding and to issue the RFP. However, there will be no award of this RFP until funding has been identified and approved by Council.

Rafting NL Expansion

The Committee reviewed correspondence from Mr. Geoff Orendorff of OnAdventure Wilderness Tours Inc. Mr. Orendorff would like to expand his business to include an outlet for canoeing and a storage facility in Gorge Park and would like to purchase land, if possible.

The Committee recommends that no land be sold in Gorge Park and for staff to meet with Mr. Orendorff to discuss his proposal. His plans may be able to be incorporated into the overall Riverfront Development Plan.

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.

Deputy Mayor Browne advised that the Trans Canada Highway\Cromer Avenue Beautification RFP was a project initiated by Councillor Finn. The intent is to look at what can be done to improve the aesthetics of the area and encourage motorists to stop in Grand Falls-Windsor.

Mayor Manuel reminded residents that all garbage is to be covered or in a container at all times. He also mentioned that rafting is big in Grand Falls-Windsor and Council is supportive of OnAdventure Wilderness Tours Inc. to establish business using the Exploits River.

The following report was also presented by Deputy Mayor Browne, but prior to the reading of this report Councillor Feener was excused due to a perceived conflict of interest. Councillor Feener had applied for a sign in this area previously.

LED Sign – Gordon Pinsent Centre for the Arts

The Committee reviewed a request from Sean Cooper of the Gordon Pinsent Centre for the Arts to erect a LED sign on Cromer Avenue which would replace the existing wooden sign. Mr. Cooper also requested that the Town partner with the Centre to help with the installation.

The Committee recommends this not be approved at this time. The proposed location is too close to a busy crosswalk and there are concerns this LED sign may be a distraction to motorists. The Committee also recommends staff meet with Mr. Cooper to choose an alternate location closer to the Centre's access and bring it back to the Committee for review. Furthermore, the Centre will be responsible for all costs associated with the installation.

I move the recommendation and report of this Committee.

Motion

Browne\Whiffen

Be it resolved that this recommendation and report would be adopted as circulated. This motion carried by a vote of 4-0.

Deputy Mayor Browne advised that the Town is in favour of working with the Gordon Pinsent Centre for the Arts to find the appropriate location for the sign. Councillor Feener returned to the meeting at this time.

The following Resolution was presented by Deputy Mayor Browne.

Resolution GF-W 2018-260
Revised Schedule "A"
Multi-Year Capital Works Program

WHEREAS the Town of Grand Falls-Windsor qualifies for funding under the Provincial Multi-Year Capital Works Programs;

WHEREAS all projects and funding allocation under these agreements must be approved through the Department of Municipal Affairs and Environment;

AND WHEREAS the Town of Grand Falls-Windsor has available funding remaining in the Multi-Year Capital Works Program and has to re-profile funding;

THEREFORE BE IT RESOLVED that the Schedule "A" be revised and funding be re-profiled as per attached Schedule "A".

Motion

Browne\Feener

Be it resolved that Resolution GF-W 2018-260 would be adopted as circulated. This motion carried by a vote of 5-0.

Parks, Recreation and Special Events

Prior to the report being presented by Councillor Feener, Councillor Whiffen

would like a decision from Council whether he would be in conflict in voting on the Ski Hut Contract.

Deputy Mayor Browne advised that he does not feel Councillor Whiffen is in conflict as he is a member of the Club like any other member. All Councillors agreed Councillor Whiffen was not in a conflict.

Civic Awards

The Committee discussed the plans for the 2018 Grand Falls-Windsor Civic Awards. The date for this year's Awards will be May 16th, 2018.

The Committee recommends the Civic Awards Committee start with the plans for this year's event and report back to the Committee with a detailed agenda at the next Parks, Recreation and Special Events meeting.

First Time Skaters Program

The Director of Parks and Recreation informed the Committee the expected number of participants in the First Time Skaters Program will be increased dramatically this year and hence over the allocated 2017\2018 budget for the Program.

The Committee recommends the Director of Parks and Recreation and the Parks and Recreation Committee Chair meet with Minor Hockey and Figure Skating to come up with suggestions for the 2018\2019 Program to help keep it on budget.

Exploits Aboriginal Group Correspondence

The Committee discussed correspondence from the Exploits Aboriginal Community Group who are requesting permission to use the new Cross Country Ski Hut to host a Mi'kmaq Language Camp from October 11th-15th, 2018.

The Committee recommends granting permission to use the facility, but to work out the rental agreement after the building is complete and the facility rental guidelines and contracts are established.

Ski Hut Contract

The Director presented the Committee with a draft contract for the Exploits Nordic Ski Club to use the new Cross Country Ski Hut and Trails.

The Committee recommends the Director meet with the Exploits Nordic Ski Club to discuss the draft contract and bring back suggestions from their Club at a future Committee meeting.

2019 Provincial Special Olympics Update

The Committee discussed correspondence from Special Olympics Newfoundland and Labrador regarding the lack of available hotel rooms in Grand Falls-Windsor for the 2019 Provincial Special Olympics Winter Games.

The Committee recommends the Town Manager\Clerk contact the Manager of the Mount Peyton Hotel regarding room availability and for the Director of Parks and Recreation to contact the Outreach Co-ordinator of Special Olympics Newfoundland and Labrador regarding room availability at Greenwood Central Apartments and both report back to the Committee.

Perfectly Centered Culinary Festival Announcement

The Committee discussed plans for the Perfectly Centered Culinary Festival scheduled for August 17th-18th, 2018.

The Committee recommends to make the “Official Announcement” for the event during the Mid Winter Bivver while Head Chief Roary McPherson is in Grand Falls-Windsor which will highlight the chefs participating in this year’s Festival as well as the date tickets will go on sale.

Montreal Canadiens Alumni Tour

The Director informed the Committee the Montreal Canadiens Alumni Tour are still interested in bringing their event to Grand Falls-Windsor on March 16th, 2018. The Committee had previously decided not to book this event as the cost of \$25,000.00 was too big a risk. The Director proposed to the group we would welcome the show provided there is no cost to the Town and that all revenues generated would go to their group. The Director suggested they contact Minor Hockey to partner with them.

Stella and Dot Correspondence

The Committee discussed correspondence from Holly Hoskins regarding a partnership to advertise for the sale of Stella and Dot “Giving Back – I am Strong” t-shirts promoting the “I am Strong” message for young girls on the Perfectly Centered Gymnastics Facebook page and email contact list. The Committee

declines this request, but approves putting the promotional flyer on the registration desk at the gymnastics building.

Rafting Newfoundland Correspondence

The Committee discussed the recreational programming possibilities listed in the correspondence from Rafting Newfoundland which includes paddling, kayaking and “Paddle Fest”.

The Committee recommends staff contact Rafting Newfoundland to explore these possible programs that the Town could be involved with to utilize the Exploits River and Gorge Park.

EVH Safe Grad Correspondence

The Committee discussed correspondence from EVH Safe Grad Committee requesting use of the Town’s bouncy castles.

The Committee denies this request as we have a “No Loan Out\Rental” Policy for our bouncy castles.

Windsor Stadium Memorabilia

The Mayor presented the Committee with a request from citizens to look at the possibility of showcasing some old memorabilia in Windsor Stadium similar to the showcase displays in Joe Byrne Stadium.

The Committee recommends the Director investigate the idea and report back to the Committee with possibilities and associated costs.

I move the recommendations and report of this Committee.

Motion

Feener\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 Browne explained that the EVH Safe Grad wanted to borrow the bouncy castles for Safe Grad. We have a “No Loan-Out Policy”, but also there are liability issues.

Councillor Coady-Davis noted that there are also businesses in the area that rent this equipment, so the Town does not compete.

Mayor Manuel advised that the Civic Awards are going to be held in May and next week the nomination forms will be available. He also noted that the Culinary Food Festival announcement will be made at the Mid Winter Bivver on March 2nd and 3rd.

Committee of the Whole

Councillor Coady-Davis requested that the Leisure Services Officer – Job Description item be removed from the report and voted on separately.

Motion

Coady-Davis\Browne

Be it resolved that the Leisure Services Officer – Job Description item be removed from the report and voted on separately. This motion carried by a vote of 5-0.

Motion

Browne\Feener

Be it resolved that the Leisure Services Officer – Job Description item be approved as presented. This motion carried by a vote of 3-2 with Councillor Coady-Davis and Whiffen voting Nay.

Councillor Whiffen reiterated his position on the addition of new staff. He is not interested in adding a new position.

Mayor Manuel stated that he did not want to entertain discussion on the position. The debate is on the Job Description.

Councillor Coady-Davis advised that she wanted it separated because the Job Description is not finalized with a salary.

Councillor Whiffen stated that he feels the person should report to the Assistant Director of Parks and Recreation. We do not need management experience for reporting on this job position.

The remainder of the report was presented by Deputy Mayor Browne.

Jeff Andrews

Jeff Andrews attended the meeting at 6:00 P.M. Mr. Andrews outlined several issues he has experienced with the Town with respect to snow clearing,

water and sewer issues and property damage at 178 Lincoln Road. Two (2) claims are with the insurance company. Mr. Andrews was excused at 7:00 P.M.

The Committee recommends staff follow up with the adjuster on the outstanding claims and provide a report at the next Public Works and Planning Committee meeting.

Lori Hennessey

Ms. Hennessey came to the meeting at 7:00 P.M. Ms. Hennessey wanted to inform Council of the status of her not-for-profit organization called “Be the Change Inc.” She is now registered with Revenue Canada, has insurance and a Board of Directors in place. She has had several small scale fundraising events and they have been successful. She is hoping to have a building available this spring to operate her fundraising events. The goal of the “Be the Change Inc.” is to raise sufficient funds to construct affordable housing.

The Committee thanked Ms. Hennessey for her presentation and she was excused at 7:30 P.M.

Adventure Central Meeting

The Mayor attended the Adventure Central Meeting in November 2017 and there were a few points that he wanted followed up by staff:-

- Very few attending the meeting were aware of the Joint Council Committee in Central. It was suggested that Adventure Central staff be invited to the next Joint Council meeting and make a presentation on their organization.
- Randy Edison is the new Executive Director of ERMA. He will be invited to the next Economic Development, Tourism and Heritage Committee meeting to discuss their future plans.
- Nalcor and the new Dam Regulations is a concern for the Grand Falls-Windsor area and access to the Exploits River. The Mayor suggests staff follow up with Nalcor for an update on that issue.

The Committee recommends that these issues from the Adventure Central Meeting be addressed.

Central Health

The Committee discussed the concerns being raised with the announcement of a review of Central Health by Minister Haggie. It is important that we monitor this situation to ensure services and employment are not impacted at the Central Newfoundland Regional Health Centre. Our MHA's have been contacted and we certainly expect their support.

The Committee recommends staff continue to follow this issue and provide updates to Council.

Centennial Park – Correspondence from Wayne Lynch and Andy Barker

The Committee reviewed the correspondence outlining why Centennial Park should be named the Shanawdithit Centennial Park.

The Committee recommends the name be changed to Shanawdithit Centennial Park to reflect the monument that was erected in 1967. Municipal signage will be changed to the new name.

Correspondence – CNIB 100th Anniversary

The Committee discussed correspondence from the CNIB requesting Council consider proclaiming a special day in June to celebrate this milestone in their history.

The Committee recommends that this be approved and staff will follow up with Ms. Ryan to finalize details.

Organizational\Operational Review

The Committee discussed the draft document as presented on the Organizational and Operational Review.

The Committee recommends that the document be reviewed by Council for any feedback and it will be discussed at the next Committee of the Whole meeting.

Leisure Services Officer – Job Description

The Committee discussed the job description for the new Leisure Services Officer position. A few changes were made. (Job Description Attached)

The Committee recommends this be approved and advertised.

Parks and Recreation Administrative Assistant

The Committee reviewed the job description and recommends it be approved.

I move the recommendations and report of this Committee.

Motion

Browne\Feener

Be it resolved that these recommendations and report with the Leisure Services Officer – Job Description removed and voted on separately would be adopted as circulated. This motion carried by a vote of 5-0.

Deputy Mayor Browne advised Council that he is concerned with the review by Central Health and do not want to see any downgrading of services.

Mayor Manuel stated that we do not know the terms of the “Request for Proposals” at this point so it is difficult to comment. Our concern is that the service level be maintained.

Councillor Whiffen noted that recently while on vacation he noticed that there is lots of recognition of the indigenous people. He is glad to see that we are now recognizing our heritage.

Mayor Manuel advised that the monument has been in place and we are now making changes to our signage.

OTHER BUSINESS

Deputy Mayor Browne advised that the annual Winterlude starts this Friday at 12:00 noon with the lumberjack dinner at the Memorial United Church. There are lots of activities for all residents and encouraged residents to participate. All events are on the Town website. He also wished the Cataracts and the Grand Falls-Windsor Blades “good luck” on the start of their semi-final games.

Councillor Coady-Davis congratulated the EVH Cheerleading Team for competing in the World High School Cheerleading Competition in Orlando, Florida. They finished 6th Place in their category. She thanked all who supported their fundraising efforts. She also congratulated Principal John Antle of Exploits Valley Intermediate on being selected as one of Canada’s Outstanding Principals.

Councillor Feener advised that this past Saturday he attended the 60th Wedding Anniversary of Mr. and Mrs. Win Higgins and presented a certificate of behalf of the Town.

Councillor Whiffen congratulated Beth Young of the Exploits Nordic Ski Club on being selected to participate in the NL Winter Games in Deer Lake. He stated there are a few skiing events taking place this week-end which are a part of Winterlude, so he encouraged residents to participate.

Mayor Manuel stated that at the last meeting he recognized a couple of ladies who participated in the International Cheerleading Competition in Florida with MUN Jordan Woolfrey and Courtney Pinsent, but Bailee Tulk also participated, so congratulations to her as well. He also congratulated Grand Falls-Windsor resident Andrew Taylor who is part of the Greg Smith squad who will be representing Newfoundland and Labrador at the Tim Horton's Brier. The Exploits Ground Search and Rescue had the unveiling of their Command Centre last week. The project was funded by donations from across the country and support of the Lions International with funds up to \$100,000 US. The Heritage Society Annual General Meeting was held last week. He congratulated Lucien Forbes who was re-elected as President of the Grand Falls-Windsor Heritage Society. The Grand Falls House Foundation will be having their Annual General Meeting on February 21st at 7:00 P.M. He also mentioned that the "Fill It Up With Food" is coming up soon and that we want to fill up the Town Hall lobby. The Corduroy Brook Family Day will be held this Saturday as part of Winterlude starting at 10:00 A.M.

Motion

Coady-Davis\Feener

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 6th, 2018. This motion carried by a vote of 5-0.

The meeting adjourned at 8:20 P.M.

Barry Manuel
Mayor

J. Saunders
Town Manager\Clerk