

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, MARCH 30TH, 2021

PRESENT: Mayor: Barry Manuel
Deputy Mayor: Mike Browne
Councillors: Rod Bennett, Amy Coady-Davis, Holly Dwyer,
Shawn Feener, Mark Whiffen
Staff: D. Finn, Chief Administrative Officer
K. Antle, Director of Community Services
N. Chatman, Director of Public Works and
Development
S. Gosse, Director of Corporate Services\Clerk
R. Hannaford, Communications Officer
K. Hutchinson, Deputy Town Clerk

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #539 of March 9th, 2021.

Motion

Bennett\Coady-Davis

Be it resolved that the Minutes of Meeting #539 of March 9th, 2021 would be adopted as circulated. This motion carried by a vote of 7-0.

BUSINESS ARISING OUT OF THE MINUTES

None

DISBURSEMENT REPORT

Councillor Bennett presented the Disbursement Report in the amount of \$1,786,099.69.

Motion

Bennett\Feener

Be it resolved that the Disbursement Report in the amount of \$1,786,099.69 would be adopted as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Community Services

The following report was presented by Councillor Coady-Davis.

ATV Trails

The Manager of Economic Development presented the Committee with an update on the plans to renovate the ATV trails within Town that will provide safer access throughout Town for our citizens and provide better tourism opportunities for visitors.

The Committee recommends staff address the areas of concern, finalize a budget and bring back a drawing with all the modifications at a future Committee meeting.

The Manager of Economic Development was excused from the meeting at 6:30 P.M.

Gymnastics

The Committee discussed the plans to address the facility issues for the Gymnastics Program. The Director informed the Committee he is working on a temporary solution to rent a facility within Town that could work for the program until a decision is made for a permanent solution.

The Committee recommends the Director finalize the plan including a detailed budget that will solve the programs problems for the next couple of years and give time to formulate a permanent plan for a new facility. Realizing the urgency of the situation, the Committee recommends this be completed as soon as

possible so we can respond to the parent's correspondence for a solution to the need for a new facility.

Arena Status

The Director informed the Committee of the status of the arenas to open for use again. Due to the strict COVID-19 Regulations, the arenas will not open during Level 3.

The Committee recommends keeping the ice down and to open the arenas at Level 2 as long as the Regulations allow us to do so. The Committee also recommends keeping the ice down until the end of April and review again at the next Committee meeting to see if it is viable to remain open for the month of May.

Sliding Hill ACOA Application

The Committee discussed the option to apply for ACOA funding to help construct a sliding hill at the Scott Avenue Ski Trails.

The Committee recommends staff work with the Rotary Club to submit a funding application to ACOA.

Marathon Gold

The Director informed the Committee of correspondence from Marathon Gold informing us we are eligible for \$15,000.00 of funding from their Community Investment Program.

The Committee recommends staff submit a request for garbage cans under this Program.

GF-W Kitchen Party

The Committee discussed a request from the GF-W Kitchen Party Theatre Festival to attend a meeting with them to discuss support for the Festival this summer.

The Committee recommends staff meet with their Committee and bring back their request at the next Committee meeting.

Canada Healthy Communities Initiative Grant

The Director presented the Committee with the guidelines for the Canada Healthy Communities Initiative Grant.

The Committee discussed several possible eligible projects with the most notable being a paved walking track at Centennial Field and recommends staff apply for this Grant when the application portal opens on May 14th, 2021.

Fill It Up with Food

The Committee discussed the plans for the “Fill It Up with Food” Food Bank Drive we do each year.

The Committee recommends the Mayor, staff and the original family of organizers meet to discuss the plan of how the event can operate this year within the current COVID-19 guidelines.

EconoMalls

The Committee discussed the EconoMalls plan for the Queensway Industrial Park.

The Committee recommends staff meet with EconoMalls and to set up a meeting for Council to meet with them during a future Community Services Committee meeting.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Bennett

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

Councillor Bennett advised that he was glad to see that we were able to leave the ice down longer this year for the user groups, and we are one of the very few arenas in Central Newfoundland that were able to do that. The kids had a very long winter so it is nice to see that we can extend their season a little to enjoy their activities longer.

Deputy Mayor Browne advised we are making some progress in having some permanent ATV trails around Grand Falls-Windsor. Too many residents are having difficulty getting across the river and hopefully these trails will make it a little easier for them.

Public Works and Development

Motion

Coady-Davis\Bennett

Be it resolved that these Minutes would be separated into two (2) sets of Minutes. The change in use for 12 High Street would be separated into the second set of Minutes. This motion to separate into two (2) sets of Minutes was adopted as presented by a vote of 7-0.

The following report was presented by Councillor Dwyer.

1 Sapling Street

The Committee reviewed the additional information requested from a previous meeting regarding other water and sewer repairs around Town. The circumstances surrounding these areas were different than the issue at 1 Sapling Street. On each instance, staff followed the policies when making their decisions and addressing resident's concerns.

The Committee recommends this be referred to the next Committee of the Whole meeting.

KDJ Enterprises – Asphalt Plant

The Committee reviewed a request from KDJ Enterprises to erect an asphalt plant at their property on Whitmore Street. The current property is a contractor's yard and is in an Industrial Special (IS) zone. This zone permits the use of an asphalt plant in the Town of Grand Falls-Windsor's Development Regulations. The closest residence is approximately 600m away.

The Committee acknowledges that the intended use is permitted in the Regulation; however, there are still some concerns. The Committee recommends that staff discuss the proposed use with the relevant Government Departments and invoke similar restrictions to KDJ Enterprises similar to other asphalt plants within Town limits.

Farmer's Market

The Committee reviewed the proposed layout of the area on High Street to accommodate the Farmer's Market. This area has been used by the market for

several years, but the site needs to be improved to maximize parking, improve functionality and make it more appealing to visitors.

The Committee recommends that staff set up a meeting with representatives of the Farmer's Market to discuss the proposed layout and bring back to a future Public Works and Development Committee meeting.

ERWSC – Regional Gas Tax

The Committee reviewed a proposal for a new Regional Gas Tax project for the Water Treatment Plant at New Bay. An allocation of \$35,069 is requested for the replacement of the Water Treatment Plant's graphic systems and HMI computer. The existing system is twenty-five (25) years old and cannot trend and store data effectively. This improvement will allow better diagnostics and effective tracking of potential issues during the water treatment process.

The Committee recommends this be approved and staff forward an application to the Gas Tax Secretariat.

50 Main Street Extension

The Committee discussed the private property at 50 Main Street Extension. This property is 5.2ha and is in a Conservation (CN) zone. A request to construct a residence on the property was denied in June 2020 and the owner is now inquiring what the land can be utilized for. As per the Regulations, a Conservation (CN) zone can be rezoned for development; however, the Committee would need to see a development plan before any consideration is given.

The Committee recommends this be discussed further at the next Committee of the Whole meeting.

Spring Clean-Up

The Committee reviewed the proposed Spring Clean-Up Schedule for 2021. The event will take place over a three (3) week schedule from May 25th to June 11th. In addition, a Household Hazardous Waste Day is tentatively scheduled on May 1st. Consideration was given to a Fall Clean-Up; however, it would negatively impact the Town operations during that time due to staff and equipment that is required. Finally, the Committee discussed residents placing their disposed items out at the curb too early which causes issues.

The Committee recommends that the proposed Schedule be approved, and staff get the information out to the public including the importance to adhere to the guidelines on when a resident is permitted to place their items at the curb.

I move the recommendations and report of this Committee.

Motion

Dwyer\Coady-Davis

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

Councillor Feener noted the Farmer's Market has grown tremendously over the past couple of years and he is glad we are able to accommodate them.

Councillor Dwyer noted if any residents are wondering when the Spring Clean-Up will be for their street, the Schedule is now on our website and Facebook page.

Councillor Bennett noted in regards to the Spring Clean-Up, we have found in the past that residents have been putting their waste out earlier than allowed. We ask residents to only put out your waste up to forty-eight (48) hours before the scheduled Clean-Up day for your street.

Councillor Dwyer mentioned last year during Spring Clean-Up some residents got their waste picked up earlier than it was scheduled because it was out, if that does happen this year residents should know that the trucks will be back around on the scheduled date.

Mayor Manuel mentioned sometimes the waste items are removed, but not in its entirety. Sometimes it is because they will do a different run for different types of material, but they will be back for the remaining items.

Deputy Mayor Browne advised we are going to be as strict as we can and will be enforcing the Regulations. Our Municipal Enforcement Officers will be patrolling the streets and if you have your waste out before the forty-eight (48) hours from your scheduled pick-up, you may be asked to take it back in or possibly ticketed.

Councillor Whiffen was excused from the meeting at this time due to a perceived conflict of interest.

Councillor Feener was also excused for the remainder of the meeting due to another commitment.

The following report was also presented by Councillor Dwyer.

Change in Use – 12 High Street

The Committee discussed further the request from the owner of 12 High Street to change the use from a fitness centre to a day care centre. Staff discussed

with the owner on the needs and the potential locations to accommodate their needs for a play area. The owner noted they must follow all Government Regulations and is willing to work with the Town to ensure all Council's concerns are addressed. An area of 112 square metres is required.

The Committee recommends the 112 square metre area by approved for the use of a play area. The final location and esthetics must be approved by Town staff to ensure it meets all requirements and it does not interfere with the proposed layout for the Farmer's Market.

I move the recommendation and report of this Committee.

Motion

Dwyer\Browne

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

Councillor Whiffen returned to the meeting after the vote was carried out.

The following Resolution was presented by Councillor Dwyer:-

Resolution GF-W 2021-310

Federal Gas Tax Fund

Provincial Water and Wastewater Initiative

WHEREAS: the Town of Grand Falls-Windsor qualifies for funding under the Provincial Water and Wastewater Initiative Fund;

WHEREAS: all spending under this Agreement must be used for the Exploits Regional Water Supply Upgrades;

THEREFORE BE IT RESOLVED: the Town of Grand Falls-Windsor approves the application of funding under the Federal Gas Tax Fund – Provincial Water and Wastewater Initiative in the amount of \$35,069 for replacing the existing graphics system and HMI Computer at the Water Treatment Plant.

Motion

Dwyer\Browne

Be it resolved that Resolution GF-W 2021-310 for Federal Gas Tax Fund - Provincial Water and Wastewater Initiative would be adopted as circulated. This motion carried by a vote of 6-0.

Committee of the Whole

The following report was presented by Deputy Mayor Browne.

MNL Resolution Correspondence

The Committee reviewed correspondence from Municipalities NL that invites Councils across the Province to submit Resolutions for their next Annual General Meeting. Committee Members will work directly with staff if they want to draft and present any Resolutions on Provincial matters at the next MNL Annual General Meeting.

Lionel Kelland Hospice

Council reviewed correspondence from the Lionel Kelland Hospice Fundraising Co-ordinator who was looking for feedback on their January 2021 meeting with Council. Lionel Kelland Hospice Committee have requested a \$350 thousand dollar donation towards the capital cost of reconstruction of their Hospice building.

The Committee recommends that this request be considered in 2022 Budget deliberations as no funding was included in the 2021 Budget. Staff will provide a written reply to the Fundraising Committee.

2021 RCMP Consultations

Council reviewed correspondence from the RCMP on March 2nd, 2021 requesting an opportunity for a meeting with Council representatives from communities within the Exploits Region. This meeting was hosted on March 18th, 2021. Councillor Amy Coady-Davis and Councillor Rod Bennett attended for the Town of Grand Falls-Windsor.

In this meeting the RCMP advised community leaders that they are experiencing a significant funding crunch due to its contract for services with the RCMP being frozen at \$70 million dollars since 2012. They believe that their annual shortfall is approximately \$14 million dollars if the current service level is to be maintained. They said to expect changes Provincially if there is no change in funding.

The Committee recommends that the matter be discussed with local MHA's as this is a Provincial issue.

50 Main Street Extension

The Committee discussed a request from a citizen about their land use options given the land is zoned as Conservation.

The Committee recommends staff continue to gather information and refer this request to the next Public Works and Development Committee meeting.

1 Sapling Street

The Committee discussed a request from the property owner to reconsider their denied sewer claim.

The Committee recommends that the matter be referred to a future Committee meeting for discussion.

Land Sale Policy (Re: Maloney Street)

The Committee discussed the Land Sale Policy and recommended that staff continue to work on options to update the Policy with a view to ensure our land sale prices are competitive when compared to other communities.

Street Lighting

The Committee discussed several outstanding requests that have been submitted to NL Power for additional street lighting. Many of these requests have been lingering for an extended period.

The Committee asked that staff follow up with NL Power.

Potholes

The Committee discussed the appearance of many potholes on streets across the Town and ask that staff move as quickly as possible to address these road hazards.

Long-Term Care Centre

Council was invited to tour the Long-Term Care Centre that is only two (2) weeks away from completion. The tour will occur on March 24th, 2021.

Newfoundland Herald

The Newfoundland Herald is producing an edition that will recognize Dr. Janice Fitzgerald for her work and leadership.

The Committee recommends that the Town participate in this edition of the Herald.

I move the recommendations and report of this Committee.

Motion

Browne\Whiffen

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

Councillor Bennett advised that he took an opportunity to do a tour of the Long-Term Care Facility and thought it was wonderful. The rooms are nice and the view in some of the rooms is spectacular, and wished them all well.

Deputy Mayor Browne noted it is pothole season in Grand Falls-Windsor and unfortunately they seem to appear from out of nowhere, but we are addressing them as best as we can. He asked residents that if you hit or see a pothole please call the Town emergency number so that we are aware. In regards to the Long-Term Care Facility, it is great to see this facility almost finished. This will alleviate our citizens having to move out-of-town when they need Level 3 healthcare, and in their most important years allow them to stay in their hometown. It will also provide eighty (80) jobs here, so we should see a small increase in our population base.

Mayor Manuel stated in regards to potholes, there are difficulties at times repairing these potholes due to weather conditions and we request that residents have patience. This is the time of year that our roads take a beating with the weather and also the time that we get to see what is left from the winter. Sometimes it is hard to keep on top of fixing them, so please make sure to call us and report a pothole if you see one.

Corporate Services (1 of 2)

The following report was presented by Councillor Bennett.

Labour Report

The Committee reviewed the labour costs as of week eleven (11). Total labour was \$650,592. This was \$45,570 (6.5%) under budget.

The Committee recommends that staff continue to monitor labour costs moving forward.

Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$1,786,099.69 and recommends this be presented at the next Council meeting.

Cash Collections

The Committee reviewed taxation collection for February 2021. Total taxation receivable as of that date was \$17,660,272.13 (\$18,190,080.46 – 2020) a decrease of \$529,808.33 (2.91%) from the previous year.

While the Committee is pleased that collections have improved over the prior year, it is encouraging staff to increase efforts to collect all outstanding balances.

Recreation Receivables Review

The Committee reviewed the outstanding Recreation Receivables Summary as of March 2021.

The Committee recommends staff continue to work with user groups to ensure all outstanding balances are collected.

Policy Approval

The Committee reviewed Policy C-18: Arena Hygiene.
The Committee recommends that this Policy be approved.

Tender of Used Grader

The Committee reviewed the tender for a 2018 or newer motor grader.
The Committee recommends the tender be awarded to Brandt Tractor in the amount of \$211,800 plus HST.

Resolutions

The Committee reviewed Resolutions to obtain credit from CIBC for credit cards.

The Committee recommends these Resolutions be presented for approval at the next Council meeting.

Mission, Vision and Values

The Director of Corporate Services\Clerk and Chief Administrative Officer provided an update for the Committee on some initial discussions about updating the mission and vision statement, in addition to formalizing a set of values for the organization.

The Committee is pleased that this work has started and are looking forward to future discussions regarding this.

I move the recommendations and report of this Committee.

Motion

Bennett\Whiffen

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

Councillor Bennett was excused at this time due to a perceived conflict of interest.

Corporate Services (2 of 2)

The following report was presented by Councillor Coady-Davis.

Policy Approval

The Committee reviewed Policy HR-27: Overtime Increments.

The Committee recommends that this Policy be approved

I move the recommendation and report of this Committee.

Motion

Coady-Davis\Browne

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

Councillor Bennett returned to the meeting at this time.

The following Resolution was presented by Councillor Bennett:-

RESOLUTION GF-W 2021-311

WHEREAS: it is deemed necessary to obtain credit in the amount of \$80,000 for the purpose of operational purchases with the CIBC Aventura Business Plus Visas;

THEREFORE BE IT RESOLVED: that Council obtain credit for this amount from the CIBC Chartered Bank in Grand Falls-Windsor with the amount to be repaid in accordance with the CIBC Business Credit Card Agreement (Business Liability);

BE IT ALSO RESOLVED: that the Mayor and Director of Corporate Services be authorized to negotiate said Agreement and to execute all documents pertaining to this Resolution.

Motion

Bennett\Coady-Davis

Be it resolved that Resolution GF-W 2021-311 would be adopted as circulated. This motion carried by a vote of 6-0.

The following Resolution was also presented by Councillor Bennett:-

RESOLUTION GF-W 2021-312

WHEREAS: it is deemed necessary to obtain credit in the amount of \$35,000 for the purpose of operational purchases with the CIBC Corporate Classic Plus Visas;

THEREFORE BE IT RESOLVED: that Council obtain credit for this amount from the CIBC Chartered Bank in Grand Falls-Windsor with the amount to be repaid in accordance with the CIBC Business Credit Card Agreement (Business Liability);

BE IT ALSO RESOLVED: that the Mayor and Director of Corporate Services be authorized to negotiate said Agreement and to execute all documents pertaining to this Resolution.

Motion

Bennett\Dwyer

Be it resolved that Resolution GF-W 2021-312 would be adopted as circulated. This motion carried by a vote of 6-0.

NOTICE OF MOTION

None

OTHER BUSINESS

Councillor Dwyer advised in addition to the Stadiums being open, our Exploits Hurricanes are back Curling and they are very happy about that. Tomorrow March 31st taxes are due, so please call the Town Hall to make arrangements for payment. Seniors over sixty-five (65) are entitled to a discount of five percent (5%) if taxes are paid in full by March 31st and if they are in receipt of the Guaranteed Income Supplement, they get an additional twenty percent (20%) discount.

Deputy Mayor Browne said he wanted to commend Community Services for the programs that they are coming up with for the citizens of Grand Falls-Windsor, and that you can check our Facebook page if you would like to get involved. He also expressed congratulations to Mr. Tibbs and Mr. Forsey on being re-elected as MHA's for this Town, and to Mr. Mercer and Ms. Ball for running which is honourable in itself. With respect to the Electoral Boundaries which are assessed every ten (10) years, it is being said that there will be less upon finalization of the re-assessment. Here in Grand Falls-Windsor we are broken down into two (2) districts – Grand Falls-Windsor\Buchans and Exploits. The residents of Grand Falls-Windsor want to vote for the MHA of Grand Falls-Windsor, but the district of Exploits takes up a large part of our Town. We, as a Council, should contact the Provincial Government and ask them to re-assess that.

Mayor Manuel mentioned we should also encourage those residents to make their voices heard because the last review was around 2015 and they downsized from forty-eight (48) to forty (40). A little history on the matter, originally Grand Falls-Windsor was intended to be its own district and through the consultation process the districts between Grand Falls-Windsor and Buchans lobbied Government to remain with Grand Falls-Windsor. In order to accommodate those districts with Grand Falls-Windsor, it put the district over the population threshold so they had to slice off some of Grand Falls-Windsor and add it to Exploits to keep that population threshold. We are one community, so it is important to contact Government and that anyone that feels that way can contact them as well to add value to our effort.

Councillor Coady-Davis would like to wish everyone a “Happy Easter”. She noted garbage normally picked up on Friday, this Friday being “Good Friday” will be picked up on Saturday, April 3rd. She would also appreciate it if residents experiencing brown water report it to us, so that we can track and look for trends to see why they are experiencing this at certain times.

Motion

Whiffen\Browne

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of April 20th, 2021. This motion carried by a vote of 6-0.

The meeting adjourned at 7:46 P.M.

Barry Manuel
Mayor

Darren Finn
Chief Administrative Officer