

MEETING #477

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, APRIL 18TH, 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

Prior to the meeting the Canadian Red Cross presented three (3) Rescuer Awards to Tyrone and Nicole Lush and Mike Perry for their involvement in the rescue of a lady who was found in a snowbank on Lincoln Road.

The Cataracts Hockey Team attended the meeting and presented the Mayor with the recently won Allan Cup.

Prior to the meeting the Mayor signed four (4) Proclamations for Volunteer Week, National Volunteer Week: April 23rd to 29th, Organ and Tissue Donation Awareness Week and Child Abuse Prevention Month.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #476 of Tuesday, March 28th, 2017.

Motion

Browne\Finn

Be it resolved that the Minutes of Meeting #476 of Tuesday, March 28th, 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 \$74,523.69.

Motion

Pinsent\Moores

Be it resolved that the disbursement report in the amount of \$74,523.69 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 Bartlett.

Economic Development Officer and Business Development Officer – Action Reports

The Economic Development Officer and Business Development Officer presented monthly reports to the Committee. There was discussion about several of the items. Staff will continue compiling and presenting these reports for each Committee meeting.

Mobile Vendor Wedding Requests

The Town has received three (3) separate requests from individuals who are getting married in the future and wish to have a chip van on-site at their reception locations.

The Committee reviewed each request and recommended that each request be approved tentatively as long as each vendor purchases a Mobile Vendor's Permit, be inspected by our Fire Inspector and complies with all information on the Mobile Vendor's Permit and the applicant must submit the location of the chip van on an aerial map. Once all of this has been completed, Council will review for a final decision.

Trade Show Booth Backdrop

The Economic Development Officer presented another example of a backdrop for the Town's new trade show backdrop to be used at tourism trade shows. Council wishes to move slowly on this to ensure that we capture the right message and presentation for this booth.

It has recommended that staff continue to work on this display and report back to the Committee.

Civic Awards Update

The Economic Development Officer reported that as of today, the Town has received twenty-four (24) nominations for the various categories for this year's Civic Awards. There are a total of twelve (12) categories and the deadline to nominate is April 19th. The Awards banquet will take place at the Gordon Pinsent Centre for the Arts on May 10th.

Phone App Survey Report

The Economic Development Officer reported that as a result of the recent Phone App Survey Contest, we have increased the number of users of our Phone App by almost two hundred (200). We are now over one thousand (1,000) users for the App. The survey contest will continue until April 26th. We will randomly select one (1) winner of the survey and award them two (2) Salmon Festival Concert tickets. The App is a free download and we encourage all citizens with smart phones, iPhones or iPads to download it.

Fridge Magnets

The Economic Development Officer presented two (2) examples of a fridge magnet that will contain information on Town events for the coming summer season. The Committee made several suggestions on the content of the magnet. Staff will incorporate these changes into the magnet and present at the next Committee meeting. The magnets will be mailed out to all households through Canada Post.

Youth Mental Health Conference

The Business Development Officer reported that 257 tickets have been "sold" for the Youth Mental Health Resiliency Speaking Event with Dr. Michael

Ungar on April 30th, 2017. For the professional session on May 1st there are 60 people registered.

Meeting with new Regional Director – Mental Health and Addiction Services
Central Health

The Town Manager\Clerk, Mayor and Business Development Officer met with Dr. Tracey Scott, the new Director of Mental Health and Addiction Services to review the Town's partnership for mental health services.

Senior's Trade Fair

The Committee recommended the \$3,000 request to hire Vicky Knee as the Senior's Trade Fair event planner. Vicky Knee has been the event planner for all five (5) of the Fairs.

Grand Falls-Windsor Healthcare Business Group

The Business Development Officer is working to form a business group comprised of healthcare service providers in Grand Falls-Windsor. The objective is to understand how the Town can support this group for economic and social growth. The first meeting is scheduled for May 11th, 2017.

Innovation Week – IBM Speaker

Dr. Alice Landis-McGrath, IBM Watson Health is confirmed to speak in Grand Falls-Windsor for Innovation Week. The event will be on Wednesday, May 10th at 11:30 A.M. to 1:00 P.M. Venue to be determined.

Other Business

New Business List 2017 – To-date there are eleven (11) new businesses that have opened since January 1st, 2017. That is double from the same period last year.

Video Shoot Schedule – The Committee reviewed the schedule for Up Sky Down Films next visit here to shoot several locations for the Town's new promotional videos.

I move the recommendations and report of this Committee.

Motion

Bartlett\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.

Capital

The Committee discussed the proposed Capital Projects for the next few years. The total for these projects is over the funding amount for the new Multi-Year Capital Program. Recommendations were made on prioritizing these projects.

The Committee recommends this be deferred to the Committee of the Whole for a final decision to give Council more time to review.

Second Avenue – Tender Results

The Committee reviewed the tender results for the Second Avenue Water and Sewer Replacement Phase II. There were a total of six (6) bidders with the lowest bid of \$1,090,344.90 including HST by W. Reid Construction Ltd.

The Committee recommends that the tender be awarded to W. Reid Construction Ltd. The Committee also stressed the importance that there be adequate production with minimal disruptions and construction be completed as soon as possible.

Used Garbage Truck

The Committee discussed the proposal to purchase a used garbage truck. This truck is a split rear packer truck and can be used as a spare and also for the spring clean-up. This would be a very economical approach as it would possibly eliminate the need for a new truck in 2018.

The Committee recommends that staff prepare the tender and will make a final decision when results are received.

Common Street Names

The Committee discussed the common street name issues in the Town which was brought forward as a safety concern. It was discussed that if one street name was changed all common street names should be changed. All emergency responders have been notified to bring attention to these areas to avoid confusion. Maps of the Town were also issued highlighting the common streets.

The Committee recommends that no names be changed at this time, however, recommends that staff notify all residents living on these street to bring awareness to this issue.

Garbage Regulations

The Committee reviewed the current Garbage Regulations because residents were concerned about possible fines being issued for garbage containers left out past 6:00 P.M. This is an issue for residents who are working late and/or shift workers.

The Committee recommends that the Sections 3(4) and 4 (4) of the Garbage Regulations be changed from 6:00 P.M. to 11:59 P.M. to allow more time for residents to remove their garbage containers.

Land Request – 19 Exploits Lane

The Committee reviewed a request from Mr. Clarke to purchase land on the back of 19 Exploits Lane. This request was reviewed by our Planning Technician and there are no issues.

The Committee recommends that this land be sold as per policy.

Land Request – Queensway

The Committee reviewed a request from Bluebird Investments Ltd. to purchase a parcel of land on Queensway with one hundred (100) foot frontage. This property would be used to construct a commercial building.

As there is slightly more than one hundred (100) foot frontage available, the Committee recommends that staff contact Penney Honda to see if they are interested in buying a section of land adjacent to their property before selling land to Bluebird Investments Ltd. All land to be sold as per policy.

Shopper's Drug Mart – Parking

The Committee discussed the parking concerns at the Shopper's Drug Mart on Bond Street. The main concern is individuals parking too close to the intersection which causes issues for motorists and pedestrians in the area. There is adequate parking on the side of the building and across the street. A proposal was reviewed to paint markings in the spring to clearly identify the "No Parking Area", the "Parallel Parking Only" areas and the travel lanes.

The Committee recommends that staff complete the necessary painting and signage as per the proposal submitted.

Discretionary Use – 10 Station Road

The Committee discussed a request for a home based business (hair salon) at 10 Station Road. A notice was placed in the local newspaper and mailed to adjacent property owners. The Town did not receive any objections.

The Committee recommends this application be approved.

Proposed Development Changes – Results

The Committee discussed the proposed development changes for the Pawn Shop to be a "Permitted Use" in Commercial Downtown and Commercial General Zones and the auto body repairs to be "Discretionary Use" in Commercial General Zones. The notices were placed in the local newspaper and the Town did not receive any objections.

The Committee recommends staff move forward to the next phase of these development changes.

T'Railway – Main Street

The Committee discussed the concerns from residents about the amount of dust from the T'Railway near Main Street.

The Committee recommends that asphalt millings be placed and completed under the next Paving Project.

Exploits TrailNet Inc.

Dave Noel and Roy Folkes representing the Exploits TrailNet Inc. attended the meeting between 6:00 P.M. – 7:00 P.M. Their primary focus is to provide safe off road use of trails and promote tourism. They had a variety of issues and

concerns within the Town and requested Council provide some assistance, if possible. Some of these include linking trails around Town and getting trail users into commercial areas for restaurants\hotels\fuel. They also requested the Town groom the trails within the Town and the A.N.D. line to Bishop's Falls.

The Committee recommends that Mr. Noel provide a complete list of requests and submit to the Director of Engineering and Works. The Director can then meet with Mr. Noel to discuss and provide an update to the Committee at a later date.

I move the recommendations and report of this Committee.

Councillor Browne noted that he feels Council missed an opportunity to change the street names for common streets. He is disappointed there are no changes for safety reasons.

Councillor Coady-Davis explained that the Committee had a lengthy discussion and what was decided was so that residents were not inconvenienced. Staff presented information to all first responders on these streets and letters will go out to all the residents on these streets explaining they live on a street with a common name and to ensure the message is provided.

Councillor Pinsent suggested it be separated and voted on separately.

Motion

Coady-Davis\Bartlett

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

Councillor Pinsent said that he understands that if you change one you have to change all of them. We should deal with Exploits Lane\Exploits Avenue now as this was the issue and deal with others later. He would like the change for safety reasons.

Deputy Mayor Finn noted that the issue came to Council because of a concern from a resident. Safety concerns were discussed with the Fire Department and Central Health and they felt this was an issue they could manage. When Grand Falls and Windsor amalgamated the common name streets were changed such as Second Avenue to Union Street. They did not change these because they did not present a problem.

Councillor Moores said he spent forty-two (42) years on the Fire Department and have over the years gone to the wrong address. He suggested that Council should change the Exploits Lane\Exploits Avenue area only.

Councillor Bartlett suggested a neighbourhood meeting be called instead of sending out a letter and suggested to defer this item for further discussion.

Mayor Manuel stated he was not against a public meeting, but Council makes decisions on a regular basis that impact residents. He explained that we cannot have a public meeting for all issues. If we change one for safety reasons, we would have to change them all, but he feels the measures taken are satisfactory. It is a big disruption to the residents.

Councillor Moores took exception to the Mayor's remark about residents being disrupted on the name change. The loss of life or property is more important.

Mayor Manuel stated that he is not suggesting the disruption is more important than safety, just that the measures taken are satisfactory.

Councillor Browne noted it is a safety issue and agreed with Councillor Moores.

Councillor Pinsent said he heard the word inconvenience several times and not sure this is such a big deal. It is a big inconvenience if we change all the common names and hold a public meeting. Council is responsible for the safety and well-being of the residents, then change is a safety issue.

Mayor Manuel advised that the Fire Chief did respond and said the measures taken are acceptable.

Councillor Coady-Davis listened to the arguments, but bringing it back to the first responders and they are aware and comfortable with the present arrangement and measures taken.

Councillor Browne stated that is still an issue even with the response from first responders.

Motion

Coady-Davis\Bartlett

Be it resolved that the issues of common street names be approved as presented. This motion carried by a vote of 4-3 with Councillors Moores, Browne and Pinsent voting "Nay".

Motion

Coady-Davis\Bartlett

Be it resolved that these recommendations and report would be adopted as circulated with the item of common street names removed and voted on separately. This motion carried by a vote of 7-0.

Salmon Festival

The following report was presented by Councillor Browne.

Salmon Dinner

The Committee reviewed the budget for this year's Salmon Dinner. The Committee discussed pricing for this year's event.

The Committee recommends that the price be set at \$60.00 per person. The Committee also recommends the budget be approved with a \$5,000 allocation of sponsorship.

Friday Night Tribute

The Committee reviewed the budget and break even analysis for this year's concert.

The Committee recommends this be approved. The Committee also recommends staff finalize this year's entertainment.

Concert

The Committee reviewed the budget and break even analysis for this year's concert.

The Committee recommends this be accepted.

Sunday – Concert in the Park

The Committee discussed the entertainment for this year's event.

The Committee recommends that staff continue finalizing the entertainment.

Family Day

The Committee discussed the entertainment for this year's event.

The Committee recommends that staff continue finalizing the entertainment.

Marketing Promotion

The Committee reviewed an amended radio proposal.

The Committee recommends this be accepted.

The Committee reviewed the proposal from The Newfoundland Herald for Salmon Festival marketing.

The Committee recommends that this not be accepted.

Sponsorships

The Committee reviewed proposed levels of Salmon Festival sponsorships for this year's event.

The Committee recommends that this be approved. The Committee also recommends that staff continue to finalize sponsorships for this year's event.

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.

Finance and Administration

Motion

Finn\Moores

Be it resolved that the Sub-division Taxes, Enactus and Valley Radio be removed and voted on separately. This motion carried by a vote of 7-0.

Councillor Bartlett removed herself from the meeting at this time due to a perceived "Conflict of Interest".

Sub-division Taxes

The Committee discussed a request from local developers to be exempt from taxation of unsold lots.

The Committee recommends a one (1) year exemption of water rates for developed lots. To qualify for the exemptions, the property must be available for sale.

Motion

Pinsent\Finn

Be it resolved that the Sub-division Taxes items be approved as presented. This motion carried by a vote of 6-0.

Deputy Mayor Finn stated the reason for this is to provide some support to developers as they invest to have more lots available for sale.

Councillor Bartlett returned to the meeting at this time.

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

Funding Request

Enactus

The Committee reviewed a request from Enactus, College of the North Atlantic for the upcoming Provincial Business Case Competition.

The Committee recommends that \$500 be approved.

Valley Radio

The Committee reviewed request for space at the Excite Centre.

The Committee recommends approval and also recommends space be modified at the Excite building to accommodate the request.

Motion

Coady-Davis\Browne

Be it resolved that the Enactus and Valley Radio items be approved as presented. This motion carried by a vote of 6-0.

Deputy Mayor Finn stated it was worth noting that Councillor Pinsent is a staff member at the College of the North Atlantic and he is spearheading the Valley Radio initiative.

Councillor Pinsent returned to the meeting at this time.

The following report was presented by Councillor Pinsent.

Classification Review

The Committee reviewed the classification scale and job evaluation per salaried non-management positions.

The Committee recommends adoption of the salary scale as attached. The Committee also recommends the following classification adjustments:

Construction Inspector	-	Job Class 4
Assistant Construction Inspector	-	Job Class 3
Special Events Co-ordinator	-	Job Class 2
Cashier\Receptionist	-	Job Class 2

Capital

The Committee reviewed the proposed Multi-Year Capital for 2017-2020.

The Committee recommends that the three (3) year budget allocation be approved. Total Multi-Year Capital spending as per funding agreement is

\$6,358,664. The Town's share of this is \$3,051,332. The Committee also recommends that the paving be approved as per Scenario 3. Other projects to be discussed at a later date.

Community Operating Grant Policy

The Committee reviewed the policy for Operating Grants and recommends staff adhere to the reporting requirements for activity, budgets and finance reports. The Committee also recommends that the policy be amended to include funding groups to submit a Strategic Plan to reduce reliance on Municipal funding.

Taxation Utilities

The Committee reviewed correspondence concerning the taxation of utilities, cable and television providers.

The Committee recommends staff participate in these discussions aimed at changing legislation to allow municipalities to maintain the historical level of taxation revenue. It is noted that our projected revenue for this area is \$734,807 - a reduction in budget of \$92,333.

Labour Report

The Committee reviewed the labour costs as of week twelve (12). Total labour was \$675,925. This was \$11,779 (-1.7%) over budget.

The Committee recommends that staff continue to monitor labour costs.

Funding Requests

The Salvation Army

The Committee discussed a request from the Salvation Army Red Shield Appeal and recommended a donation of \$500 be approved.

Friendly 50+ Club

The Committee discussed a funding request from the Friendly 50+ Club to provide financial support for members to offset travel costs for medical treatment. The Committee recommended this be denied.

Exploits Valley High School

The Committee reviewed a funding request from Exploits Valley High regarding Safe Grad 2017.

The Committee recommended a \$1,000 donation be approved.

TC Pageants

The Committee discussed a funding request from the Junior Miss Newfoundland and Labrador Pageant.

The Committee recommends this be denied.

Deputy Mayor Finn expressed clarification in the Public Works and Planning Committee Minutes that we did allocate \$300,000 for a new truck in 2018, but changed it to purchase a used one at a fraction of the price. He also expressed congratulations to the Cataracts and their organization. He recognized the efforts of the Tyrone and Nicole Lush and Mike Perry who received the Canadian Red Cross Rescuer Award and thanked them for providing assistance to Ms. Chant.

Councillor Coady-Davis congratulated the International Women's Day WOW Award recipient who was Lorraine Hearn. She expressed congratulations to Ms. Hearn on this Award and the endless work she has done with the Status of Women. She also appreciated the patience of residents with the potholes and noted that staff will continue repairs. She congratulated the Cataracts on their Allan Cup win and noted that on Coaches Corner, Ron MacLean mentioned the Cataracts win and the support he received while in Grand Falls-Windsor for the Rogers Hometown Hockey. She thanked the residents for supporting the events.

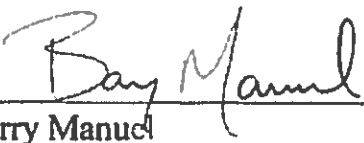
Mayor Manuel congratulated Josh Gardner on making the Provincial Special Olympics Swim Team who will be attending the Nationals. He also mentioned Jeremy Bennett, a motivational speaker, who will be in Grand Falls-Windsor on April 27th. He noted that "Volunteer Week" is April 23rd to 29th and expressed thanks to all who volunteer. He thanked Bev and Des Hynes who are great volunteers with Rogers and are at all Council meetings. He expressed congratulations to the Cataracts and the great work of the organization to bring the Allan Cup to Grand Falls-Windsor. He also mentioned that tomorrow is the deadline for submissions of nominations for the first Annual Civic Awards. This will be an excellent night and tickets will be on sale shortly for the May 10th event.

Motion

Browne\Pinsent

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of 7:00 P.M., Tuesday, May 9th, 2017. This motion carried by a vote of 7-0.

The meeting adjourned at 9:00 P.M.



 Barry Manuel
 Mayor



 J. Saunders
 Town Manager\Clerk

Alzheimer Society

The Committee discussed a funding request from the Alzheimer Society regarding their Annual Walk for Alzheimer's.

The Committee recommended this be denied.

Cash Collections

The Committee reviewed the taxation receivable report as of March 31st. The total taxes outstanding as of that date are \$5,919,034 – a decrease of \$58,154 (.97%) from the previous year.

Mileage Report

The Committee reviewed mileage for equipment usage for 2016. Usage was on par with previous years and no significant variations were identified.

The Committee recommends acceptance of the request.

Disbursement Report

The Committee discussed this month's Disbursement Report.

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

Gas Tax

The Committee reviewed the Gas Tax Annual Expenditure Report. As at December 31st, 2016, the account is overspent by \$534,983.

The Committee recommends this be allocated from the 2017 Gas Tax funding.

Civic Awards

The Committee reviewed the budget for the Civic Awards.

The Committee recommends the approval.

I move the recommendations and report of this Committee.

Motion**Pinsent\Browne**

Be it resolved that these recommendations and report would be adopted as circulated with the three (3) items of Sub-division Taxes, Enactus and Valley Radio removed and voted on separately. This motion carried by a vote of 7-0.

Councillor Coady-Davis advised that the Gas Tax Expenditures states we overspent, but this was planned and is to be covered from the 2017 allocation.

OTHER BUSINESS

Councillor Moores expressed congratulations to the Cataracts on winning the Allan Cup.

Councillor Bartlett reminded residents that this is still Daffodil Month and support where you can. She asked residents to be patient with the potholes and advised that repairs are ongoing. She also advised residents to let the Town know of people with 50th year anniversaries and over 80th birthdays so they can be posted on the website. She also asked residents to clean up their dog waste when they walk their dog.

Councillor Pinsent congratulated the Cataracts and the whole organization and hoped the league will be back again for the 2017\18 season. He noted that the potholes are frustrating for the motoring public and said staff are working on repairing them as soon as possible and will make progress as weather improves. He mentioned the amount of litter around Town as the snow melts and asked residents not to litter. He mentioned the ongoing travel costs for medical appointments out-of-town and the staggering costs for a fifteen (15) minute appointment. Healthcare professionals need to take action to minimize these impacts. He also noted that the Canada Pension Plan is not a municipal issue, but improvements need to be made to the Plan. He noted that next week is "Volunteer Week" and wanted to express thanks to all the volunteers in our community. He stated that the Valley Radio Station is progressing and noted and it is unique and appreciated the support it is getting from Council.

Councillor Browne congratulated the Cataracts and organization on the amount of work that goes into making a successful team and organization. He congratulated the Committee formed to promote the additional long-term care beds in Grand Falls-Windsor and advised that there is a petition being circulated around Town and asked residents to sign it. A meeting will be arranged later with Ministers Haggie and Hawkins to present the names.

Deputy Mayor Finn expressed clarification in the Public Works and Planning Committee Minutes that we did allocate \$300,000 for a new truck in 2018, but changed it to purchase a used one at a fraction of the price. He also expressed congratulations to the Cataracts and their organization. He recognized the efforts of the Tyrone and Nicole Lush and Mike Perry who received the Canadian Red Cross Rescuer Award and thanked them for providing assistance to Ms. Chant.

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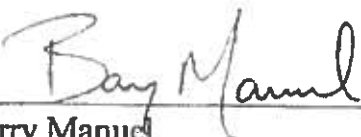
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Motion

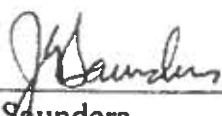
Browne\Pinsent

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The meeting adjourned at 9:00 P.M.



 Barry Manuel
 Mayor



 J. Saunders
 Town Manager\Clerk