

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, APRIL 20TH, 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

Prior to the meeting the Mayor signed two (2) Proclamations for Child Abuse Prevention Month and Melanoma and Skin Cancer Awareness 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 #540 of March 30th, 2021.

Motion
Coady-Davis\Feener

Be it resolved that the Minutes of Meeting #540 of March 30th, 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 \$346,494.36.

Motion

Bennett\Browne

Be it resolved that the Disbursement Report in the amount of \$346,494.36 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.

Neighbourhood Playgrounds Correspondence

The Committee discussed correspondence from a citizen inquiring why the new subdivisions in Town do not have playlots. As it was a decision from a previous Council to invest into mega playgrounds, no new subdivisions are planned with new playlots.

The Committee recommends staff review the condition of the existing aging playlots and report back to the Committee.

ATV Trails Update

The Director updated the Committee on the progress of the plans for the new ATV trails. There are several locations of the proposed trails that citizens have issues with.

The Committee recommends staff arrange for a Public Consultation for the new ATV trails to give our citizens the opportunity to voice their opinions.

Website Update

The Director updated the Committee on the plans for the revisions to our current website. The website designer has had some HR issues and have not completed the final design.

The Committee recommends staff continue to work with the website designer and bring a final draft back to the Committee in the coming weeks.

Recreation Programs and Special Events Update

The Director updated the Committee on the success we have been having on our virtual recreation programs. As the Provincial COVID-19 guidelines are becoming less restrictive, the Committee discussed the timeframe for larger in-person programs and special events.

The Committee recommends continuing with virtual special events and revisit this issue at the next Community Services Committee meeting.

Gymnastics Update

The Committee discussed the plans for a temporary location for the Gymnastics Program.

The Committee recommends the Director work out the logistics of the move and report back to the next Community Services Committee meeting.

Arena Update

The Director updated the Committee on the stadium operations which are running very smoothly.

The Committee recommends taking up the ice at the Windsor Stadium on May 6th.

Sliding Hill ACOA Application

The Committee discussed the Sliding Hill ACOA Application and recommends staff work on the proposal and report back to the Committee when the application details are complete.

Fill It Up with Food

The Director informed the Committee the plans for the “Fill It Up with Food” have been delayed, but will go ahead later in May.

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 Coady-Davis noted the demand for ice time was high and that is why we decided to leave the ice down longer until May 16th. We are happy to be able to provide this to the user groups given the past year and a half they have had with the COVID-19 Pandemic.

Deputy Mayor Browne stated we get a lot of enquiries and complaints about the ATV use in Grand Falls-Windsor, but we have a Public Consultation coming up where you are welcome to voice your opinions. There will be two (2) events, one online and one in-person and the date is yet to be determined. So, stay tuned and details will be available on our website and Facebook page in the near future.

Mayor Manuel said ATV access is a huge issue in the community, and we recognize that there are a lot of citizens that enjoy the outdoors and have recreational vehicles. It is difficult for these vehicles to get to the T'Railway legally and the roads are used at times to do so. We ask if you are doing that, that you take your time and use extreme caution. Council is anxious to resolved this issue, we want to have ATV access in Town for our citizens and we also want to be able to bring people who are going through Town on the T'Railway into our community. This Public Consultation will be talking about possible ATV routes and accesses so that people can get from their houses to the T'Railway, and possible roads and trails that can be dedicated to allow the access, so it is important that our citizens take part, as I know it is a frustration for many. The Town has been active in having a lot of virtual activities and events and they have been very successful, but again we like many of you, are anxious to get back to some normal activities. We are waiting as long as we can before planning any events for summer out of an abundance for caution, as we have seen increased COVID-19 cases in other Provinces, so we do not want to get ahead of ourselves. If and when it is safe and vaccines continue to be rolled out, the Town will certainly be looking at doing those in-person events again as long as we can do them safely.

Corporate Services

The following report was presented by Councillor Bennett.

Labour Report

The Committee reviewed the labour report costs as of week fourteen (14). Total labour was \$828,790. This was \$46,309 (5.3%) under budget.

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

Cash Collections

The Committee reviewed taxation collection for March 2021. Total taxation receivables as of that date was \$9,213,874 (\$10,829,801 – 2020) a decrease of \$1,615,926 (14.92%) from the previous year.

The Committee recommends that staff continue its efforts to collect all outstanding taxes.

Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$346,494.36 and recommends this be presented at the next Council Meeting.

Tender for Mechanical & Electrical Upgrades to Regional Water Treatment Plant

The Committee reviewed the tender for the Mechanical & Electrical Upgrades to the Regional Water Treatment Plant.

The Committee recommends the tender be awarded to C & E Group Ltd. in the amount of \$338,000.00 plus HST.

Farmer's Market Update

Management recently met with the Grand Falls-Windsor Farmer's Market Association regarding the proposed layout for the Farmer's Market area for the upcoming year. The Association was pleased with the layout and appreciated the effort to put such a proposal together.

The Committee remains supportive of the Farmer's Market and recommends that staff continue to work with the Association moving forward.

I move the recommendations and report of this Committee.

Motion

Bennett\Feener

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

Committee of the Whole

The following report was presented by Deputy Mayor Browne.

Vehicle Damage Claim

The Committee discussed a vehicle damage claim from Mr. R. Cooper related to him striking a piece of asphalt that had worked loose from the roadbed.

The Committee agrees that denying the claim was consistent with the established Council Pothole Repair Policy; therefore, the claim shall remain denied.

ATV Use on Corduroy Brook Trail (Parallel to Centennial Field)

The Committee discussed correspondence from Mr. L. Forbes whereby he requested clarification of the permitted use of ATV's on a section of Corduroy Brook Trail that runs parallel to Centennial Field. The Committee recognized that ATV use has been a permitted use in this area for many years albeit there was also a developed parallel walking trail that has been overtaken by ATV traffic.

The Committee recommends that staff respond to Mr. Forbes inquiry and confirm that ATV traffic is acceptable use of the trail area and that signage will be installed in the area encouraging the responsible use of ATV's.

NL Power - Grand Falls-Windsor to Badger Distribution Pole Line Upgrades

The Committee reviewed a plan from NL Power to upgrade a section of the pole line between Grand Falls-Windsor and Badger.

The Committee is supportive of the project and requests that staff respond to the correspondence.

Energy Efficiency Upgrades Project with Honeywell

The Committee reviewed a presentation from staff that described the work completed to-date related to the energy efficiency upgrades in the Joe Byrne Memorial Stadium, Windsor Stadium, Excite Building, YMCA and Town Hall.

The Committee thanked staff for the update.

Heritage Society Request

The Committee reviewed an updated site map of the Mill lands that was prepared by Town staff. The site map was updated based on a recent request from the Heritage Society to reposition their five (5) acres of land. Council is supportive of the Society's request and will submit an updated map to the Department of Transportation and Infrastructure to be part of ongoing discussions with Government about the transfer or lease of all former Mill lands.

Software Upgrades

Staff updated the Committee on new software modules that the Town is ready to implement in the organization. The modules will increase automation and efficiencies in Corporate Services administration. Once implemented, citizens will be able to contact the Town about any questions or concerns through an online portal, as well as view their personal tax account details. Employees will be able to access details related to their compensation and benefits.

I move the recommendations and report of this Committee.

Motion

Browne\Bennett

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 Honeywell conducted their energy efficient work, particularly, in the Town facilities and there has been some interesting finds and improvements made already. This is an improvement project that Honeywell guarantees will pay for itself. It is guaranteed savings and if it does not Honeywell will cover the deficit amount.

Deputy Mayor Browne advised the Heritage Society have mapped out five (5) acres of land that they would like to house their artifacts on. He would like to

compliment the Heritage Society who have been working full speed since the Pandemic to try and get that Centre open sometime this summer.

Public Works and Development

The following report was presented by Councillor Dwyer.

Blackmore Street

The Committee reviewed a development plan for Blackmore Street as requested by Council. Subgrade, water and sewer work is required before paving operations can be completed and this must be completed by the developer. The proposed development plan does meet the Town's Development Regulations.

The Committee recommends this proposed plan be approved. The Committee also recommends staff work with the developer to complete all necessary groundwork prior to paving operations being completed.

2021 Paving Program

The Committee reviewed the proposed paving program for 2021. This list was prepared on a priority basis for consideration. Some of the work is dependent on the new Multi-Year Capital Works Program that has not been released by Government. There are four (4) sections of proposed paving that require application under Gas Tax which include:-

- 1) Cartwright Street at waterline upgrades with resurfacing of Chamberlain Street - \$287,137.
- 2) Blackmore Street Construction - \$177,377.
- 3) Finn Avenue Upgrades - \$314,253
- 4) Harris Avenue Upgrades - \$122,400

The Committee recommends the proposed streets be approved and staff prepare an application to the Gas Tax Secretariat for the streets mentioned above. Streets that were identified under the Multi-Year Capital Works Program will be reviewed by Council and further discussion on approved streets will occur at a future Public Works and Development Committee meeting.

The Committee also highlighted the need for staff to address various sidewalks around Town needing maintenance.

Flow Data Analysis Report

The Committee reviewed a Flow Data Analysis Report which discussed the volume of water used by the Town and the region. The report identified that although the region uses less than average of NL, it is forty percent (40%) higher than the Canadian average.

The Committee was pleased with the work in the report and recommends more education to the public on the importance of water conservation.

Discretionary Use – 11 Conway Street

The Committee reviewed a request for a home based business at 11 Conway Street. The proposed business is for a hair salon. This type of business is identified as a discretionary use for this zone in the Town's Development Regulations. A notice was mailed to adjacent property owners and it was advertised on the Town's Facebook Page. No objections were received.

The Committee recommends this be approved.

Discretionary Use – 311 Grenfell Heights

The Committee reviewed a request from the resident at 311 Grenfell Heights to operate a domestic sawmill in the Rural Zone on the back of their property. Sawmill use is identified as a discretionary use for this zone in the Town's Development Regulations. A notice was mailed to adjacent property owners and it was advertised on the Town's Facebook Page. There were two (2) objections received from nearby residents who were concerned with noise and felt this operation was not suitable in a residential neighbourhood. Also, in the current Regulation review, it has been recommended the area of land at the back of these properties be rezoned from a Rural Zone to a Residential Zone.

The Committee recommends this request be denied. As the area has already been planned to be rezoned from a Rural to Residential Zone, it would not be prudent to approve such a request. Council's prior decision on the zoning change should be in effect in the coming months.

50 Main Street Extension

The Committee again discussed the property at 50 Main Street Extension. A previous request for rezoning to residential for construction of a single cottage was denied. The property owner now has requested Council reconsider or provide an alternate use that would be acceptable. As it is zoned Conservation, it is limited to

any proposed development. In addition, any development must adhere to the Municipal Habitat Stewardship Agreement signed on March 31st, 2013.

The Committee recommends that future development could be considered as Conservation land can be rezoned for residential use as per the Town's Development Regulations; however, a rezoning request would not be permitted until a full development plan was submitted for consideration. This plan must meet the Town's Development Regulations and cannot conflict with the Municipal Habitat Stewardship Agreement. Any future development would, at a minimum, still require a 30m buffer from the high-water mark of Little Rushy Pond.

409A Grenfell Heights

The Committee reviewed a request from a resident regarding the 2.95 hectares of land at 409A Grenfell Heights. The resident has asked Council if they are interested in purchasing this property.

The Committee recommends this request be denied.

Crown Land Request – 4 Hill Rod

The Committee reviewed a request from the resident of 4 Hill Road to purchase 208 square metres of backland. This land is former Abitibi land and the Town must be the applicant to Crown Lands.

The Committee recommends this be approved and staff complete the application to Crown Lands and be sold as per the Town's Land Sales Policy.

64 Sullivan Street – Land Request

The Committee reviewed a request from the resident of 64 Sullivan Street to purchase 838 square metres of backland. This land is currently Town land.

The Committee recommends this be approved and be sold as per the Town's Land Sales Policy.

Central Funeral Homes

The Committee reviewed a request from Central Funeral Homes to operate an alkaline hydrolysis unit for disposition of human remains. This is an alternative to cremation and is also referenced to as aquamation. The owner of the funeral home has supplied documentation from the Deputy Minister of Service NL and representatives of the Pollution Prevention Division of the Department of Environment, Climate Change and Municipalities which have no objections.

However, it is noted that the operator of the alkaline hydrolysis unit must meet the requirements of the Environmental Protection Act and Water Resources Act, specifically the Water and Sewage Regulations. There are no added concerns from the Town due to the upgraded Wastewater Treatment Facility.

After a long discussion, the Committee recommends that this unit be approved to operate in Town. The owner/operator of the unit is responsible to adhere to all Provincial and Federal Government Regulations. In addition, any proposed modifications to the existing building or new construction must meet Service NL requirements, and the Town of Grand Falls-Windsor Development Regulations.

Farmer's Market

The Committee reviewed the updated proposal for the upgrades to the Farmer's Market location on Scott Avenue.

The Committee recommends this be approved and staff seek funding applications to assist with the upgrades. Staff need to work with the Farmer's Market and prepare to do this work as quickly as possible.

I move the recommendations and report of this Committee.

Motion

Dwyer\Whiffen

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

Councillor Dwyer advised it is noted in the Minutes that our flow analysis is better than those in the rest of the Province, but not as well in Canada. In terms of the Province the average is 792 litres per person per day and in Canada the average is 427 litres per person per day. Obviously, some public education is needed to encourage people to conserve water.

Mayor Manuel advised in Newfoundland and Labrador, we are very fortunate to be one of the largest municipalities that provide treated water free of any metering charge, but because it does not matter how much water you use you tend to use more. In other Provinces where the water is being charged by meter readings, then obviously people are more cautious with the use of their water. It is good that we are doing better than a lot of other places in our Province, but there is always room for improvement. Please follow the guidelines when it comes to conserving water, make sure you are using the water wisely and not recklessly.

Every bit of treated water comes at a cost to the Town, and the more efficient we can be the more we help the community.

Councillor Dwyer noted with respect to the request from Central Funeral Homes for the approval to start using the aquamation system, other Provinces are using something similar. The Government has approved it and all the science backs it up.

Mayor Manuel stated there will be no disruption to the neighbourhood with this system. There are no extra costs and no impact on our Water Treatment Facility and infrastructure, so there is no reason for us to hold this up.

Deputy Mayor Browne stated he would like to acknowledge the Farmer's Market group. He knows their staff and volunteers have been working hard to upgrade the facility here on High Street and we look forward to a better facility and a great Farmer's Market season.

Mayor Manuel advised there was a number of streets listed in the Minutes with costs attached for paving this year. Those streets will be paved from the Gas Tax Funding that we get, that is the funding that we have a little more leeway with when it comes to how and when we can spend it. The rest of the Paving Program will be finalized as soon as we get confirmation of our Multi-Year Capital Works Funding from the Province. Now there has been an Election, we know the Budget is not until June, but we do expect to hear sometime soon. We never have enough funding to improve all the areas that need paving, but we do try to do at least six (6) kilometers per year.

The following Resolution was presented by Councillor Dwyer:-

RESOLUTION GF-W 2021-313

REVISED CAPITAL INVESTMENT PLAN

WHEREAS: the Town of Grand Falls-Windsor qualifies for funding under the Provincial Gas Tax Agreement;

WHEREAS: all spending under this Agreement must be approved through submission of a Gas Tax Capital Investment Plan;

THEREFORE BE IT RESOLVED: the Town of Grand Falls-Windsor approves the application for funding under the Gas Tax Capital Investment Plan for the following new road upgrade projects.

1) Cartwright Street Rehabilitation	\$287,137
2) Blackmore Street Construction	\$177,377
3) Finn Avenue Upgrades	\$314,253
4) Harris Avenue Upgrades	\$122,400

Motion

Dwyer\Browne

Be it resolved that Resolution GF-W 2021-313 for Revised Capital Investment Plan would be adopted as circulated. This motion carried by a vote of 7-0.

NOTICE OF MOTION

None

OTHER BUSINESS

Deputy Mayor Browne wanted to remind everybody that this Saturday, April 24th is a Saturday Drop-Off event and the following Saturday, May 1st is the Household Hazardous Waste Drop-Off Day at Shanawdithit Centennial Field.

Councillor Coady-Davis wanted to remind residents and motorists that as the weather improves we see a lot more walkers around Town. Our crews will be out on nice days to paint road lines and crosswalks when weather permits, but in the meantime, please use extreme caution at crosswalks and intersections.

Councillor Bennett noted it is the time of year that we get a lot of potholes and we want residents to notify us if they see one so we can repair it as quickly as possible. It is also the time of year that we see a lot of garbage around. It is disgraceful that people cannot either leave their garbage in the car or wait and bring it home. If you see someone throwing garbage out of their car window, grab their license plate number and call our Municipal Enforcement Department and they will take care of it from there. There are individuals out there that take it upon themselves to go out and clean up their neighbourhood, and if everyone did this the Town would be so much cleaner.

Councillor Dwyer expressed “Thank You” to our staff that are out in full force repairing potholes, so we ask the public to please be cautious when you are driving by or approaching crews that are working on potholes. Last week was Medical Lab Professional Week and she would like to recognize the medical lab

staff here at Central Health. They do an excellent job and are certainly an important part of our healthcare system. This is Volunteer Appreciation Week, so she would like to thank our Volunteer Fire Department and the Exploits Ground Search and Rescue who are groups of very important people that do exceptional work.

Mayor Manuel noted potholes are a popular topic this time of the year. The reason we ask residents to report potholes if they see one is to be more efficient. We cannot have people driving around all day long looking for them, and they tend to come up literally out of nowhere throughout the day. As quick as we are repairing one, there is another one popping up somewhere else. We are at the mercy of the weather when it comes to repairing these, but if they are reported we can get them corrected sooner rather than later. Litter is one of the most frustrating things, there is nothing more ignorant than people that litter. We do have citizens that volunteer to clean up around Town and we have had programs in the past where community groups pick an area of Town and go out to clean it up, but there is still no less litter. It seems we are not getting through to people, so yes please report it if you see anyone littering. It is a community effort, and if there is anyone that wants to start a volunteer clean-up group the Town would be more than happy to help you out by providing garbage bags and gloves. The Spring Clean-Up starts on May 25th and runs to June 11th, which is five (5) weeks away, yet there are people putting garbage out already. The Regulations say it must be put out up to forty-eight (48) hours before the scheduled pick up day and we will have our Municipal Enforcement Officers ticketing for not abiding to the Regulations. The ATV Public Consultation is coming up in the month or so, but before that we have another Public Consultation on the Gorge Park Phase II information session. Those that are interested please pay attention to our Facebook page for details. In Grand Falls-Windsor, we have been somewhat fortunate compared to other communities in the Province being able to retain and recruit physicians to our community. Central Health's employees deserve a lot of credit for that and the Town is always trying to help get physicians to come and stay in Grand Falls-Windsor. But we, as well as other communities still have a hard time retaining family doctors, so I will be sending out a letter to all Mayors in all towns within the Central Health Region to let them know that we have a concern and ask them if they share that concern and if they are interested in getting together to lobby to get attention to this issue. This is impacting our citizens because they cannot get a family doctor, which means they cannot get effective timely treatment. We have put this issue on our radar and we as a Council will do what we can to try and correct this issue.

Motion

Coady-Davis\Browne

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of May 11th, 2021. This motion carried by a vote of 7-0.

The meeting adjourned at 9:57 P.M.

Barry Manuel
Mayor

Darren Finn
Chief Administrative Officer