

MEETING #462

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, MAY 10TH, 2016

PRESENT: Mayor: Barry Manuel
Deputy Mayor: Darren Finn
Councillors: Peggy Bartlett, Mike Browne, Amy Coady-Davis,
Bruce Moores, Tom Pinsent
Staff: M. Pinsent, Town Manager\Clerk
J. Saunders, Director of Engineering & Works
K. Antle, Director of Parks and Recreation
B. Griffin, Director of Finance

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #461 of Tuesday, April 19th, 2016.

Motion

Moores\Coady-Davis

Be it resolved that the Minutes of Meeting #461 of Tuesday, April 19th, 2016 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 \$66,657.22.

Motion

Pinsent\Finn

Be it resolved that the disbursement report in the amount of \$66,657.22 would be adopted as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Parks, Recreation and Special Events

The following report was presented by Councillor Browne.

Hiring – Parks and Recreation Personnel Seasonal Position

The Parks and Recreation Director informed the Committee that the hiring process is almost complete for the Seasonal Parks and Recreation Personnel position.

The Committee recommends the Human Resources Department finalize the hiring process and start the position in May.

Outdoor Skating Rink

The Committee discussed the possibility of installing and operating an outdoor skating rink for next winter. The Director of Parks and Recreation informed the Committee of the installation and operating costs for the last outdoor rink the Town operated.

The Committee recommends the Director identify possible locations for a new outdoor rink and formulate an estimated budget and bring the information back to the Committee.

Mud Fest Update

The Director of Parks and Recreation informed the Committee of the necessary changes required for the new obstacle course at the Mud Fest facility as well as the plans for additional spectator activities for this year's event scheduled for June 10th-11th, 2016.

The Committee recommends staff work with the Engineering Department to make the necessary additions to the facility.

Correspondence – Centennial Cup Road Race

The Committee discussed correspondence from the Exploits Valley Roadrunners Club who were looking for the Town's co-sponsorship of this year's 12th Annual Grand Toyota Centennial Cup Road Race. The sponsorship would include a \$1,000.00 sponsorship to purchase water bottles as part of the participant's registration package.

The Committee recommends this request be approved.

Correspondence – Minor Baseball

The Committee discussed correspondence from the Grand Falls-Windsor Minor Baseball Association for permission to sell sponsorship banners on the Goodyear Avenue baseball outfield fences.

The Committee recommends the Director of Parks and Recreation formulate a contract with their Association ensuring they are responsible for all associated cost and that all signage must be approved by the Town of Grand Falls-Windsor before erected.

Grant Applications

The Director of Parks and Recreation presented the Committee with the final draft application forms for the Parks and Recreation Department Travel Grant, Program, Development Grant, Leadership Development Grant and Community Organizations Grant.

The Committee recommends these applications be approved and given to all individuals, teams and associations looking for assistance from the Parks and Recreation Department.

Parks and Recreation Summer Brochure

The Committee reviewed the information for the Summer Program brochure which is to be distributed in late May.

The Committee recommends the Parks and Recreation Department staff finalize the brochure and distribute through Canada Post.

Summer Program Fees

The Committee reviewed the list of Youth Summer Programs and the fees for each.

The Committee recommends the Parks and Recreation Department staff promote these programs through our summer brochure and visits to the Primary and Elementary Schools.

Director's Report

The Director of Parks and Recreation presented a list of events, activities and programs the Department are involved with over the next couple of months.

The Committee recommends the Department continue the promotion and implementation of these activities to ensure maximum participation from our citizens and community groups.

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.

Public Works and Planning

The following report was presented by Councillor Coady-Davis.

Home Based Business Application – 17 Bouzane Street

The Committee reviewed a home based business application at 17 Bouzane Street for installation of CCTV Security Systems. This is administration only.

The Committee recommends the application be approved.

Land Use Planning – Training Session

A land use planning training session is planned for November 16th in Gander. If any Councillors would like to attend, contact the Director of Engineering for registration.

Cell Phone Usage Signs

The Committee discussed erecting signage for “Cell Phone Use While Driving”. Prices were obtained from three (3) suppliers (Prices Attached).

The Committee recommends staff proceed with the purchase from Construction Signs and have signs erected.

Non-Transparent Bags at Saturday Drop Off

Central Newfoundland Waste Management have banned black and other colour non-transparent bags from the land fill at Norris Arm. If they are included in a load of waste, the total load will be charged an additional \$70.00/tonne non-compliant fee. This same fee will be charged to all waste collected at the Saturday Drop Off if contaminated with non-transparent bags.

The Committee recommends that non-transparent bags not be accepted at the Saturday Drop Off facility effective July 23rd.

Development – Bartle Place\Harris Avenue

The applicant requested a meeting with the Committee to discuss the latest proposal.

The Committee recommends Mr. James be invited to the next meeting.

Land Held for Resale

The Committee discussed land held for resale and how it was presented at the last meeting. This document needs further revisions.

The Committee recommends the land on Carmelite Road be advertised for sale and have a purchaser prior to finalizing the agreement with Crown Lands.

Policy Review – Land Sales

The Committee discussed the Land Sales Policy and recommends the revised policy attached be forward to Finance and Administration for review.

Whitmore Street Development – Industrial Special

The Committee discussed the Industrial Special Development on Whitmore Street. Most businesses have expanded beyond their boundaries. Concern was also expressed with the volume of waste materials on site.

The Committee recommends that staff work with these businesses to conform to the lease agreement. Businesses will also be encouraged to purchase their land as per approved policy of \$20,000 per acre. Conditions of the lease will have to be satisfied prior to lease being renewed in January 2017.

Correspondence – Environment and Conservation Reforestation Project

The Committee discussed correspondence from Environment and Conservation concerning reforestation in the Northern Arm Lake area.

The Committee recommends this be approved.

Land Sale Request – Queensway

The Committee discussed a request to purchase land in Queensway at the corner of Conservation Place.

The Committee recommends this be sold as per policy.

Speeding – Mulrooney Avenue

The Committee discussed concerns raised with vehicle speed in the Mulrooney Avenue area.

The Committee recommends that staff review the existing signage in this area and modify, if necessary. Also, this is an area where the speed notification signs could be erected. The Municipal Police will also increase patrols in this area.

Motion

Coady-Davis

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

Economic Development, Tourism & Heritage

The following report was presented by Councillor Bartlett.

Farmer's Market Group

Mr. Blackmore made a presentation to the Committee on the merits of Council investing in a new enclosure for the local Farmer's Market which is currently located on High Street. He discussed several benefits for the market and presented the Committee with an option for potential funding.

The Committee recommended that the Economic Development Officer follow up with Mr. Blackmore and research the possible funding options and report back to the Committee.

Phone App Quote

The Economic Development Officer presented a quote on fees that would be charged for the adjustment to three (3) of the pages in the Town website that would be linked to the new phone app. These adjustments need to be made to offer a smoother flow of information to the viewer of the app.

The Committee recommended that the Economic Development Officer forgo a trip to a National Conference and transfer money allotted for that trip to cover the cost of these adjustments.

Town Brochure

The Committee reviewed the final draft of the new Town brochure. Changes have been made as per Council's recommendations at a previous meeting. The Committee recommends that this draft now go to print.

Town Newsletter Update

The Committee reviewed the first draft of the new Town Spring Newsletter. They will make several minor recommendations to some of the content and pictures. The Mayor will follow up with Transcontinental on Wednesday with our changes.

Town Video Options

The Economic Development Officer presented examples of videos that have been done in other communities. We are looking at having one (1) produced that would showcase our parks, facilities and other sites in Town.

The Committee recommended that we speak with one (1) of the local companies for a more detailed quote once we identify the exact work we require.

Photography Quotes

The Committee reviewed two (2) quotes from local photographers. We wish to increase our inventory of stock photos of the Town for all four (4) seasons.

The Committee recommended that the Economic Development Officer contact one (1) of the photographers with a detailed list of photo locations and get a more specific quote from him.

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.

Finance and Administration

The following report was presented by Councillor Pinsent.

Labour Report

The Committee reviewed the labour costs as of week seventeen (17). Total labour was \$865,854. This was \$32,391 (3.7%) under budget.

The Committee recommends that staff continue to monitor labour costs.

YMCA Agreement

The Committee reviewed the YMCA operating agreement for the Francis M. Nichols Centre.

The Committee recommends this be approved. The Committee also expressed some concern with recent rate changes and recommends the Council liaison discuss this with the YMCA.

Funding Request

The Committee received a request for sponsorship from the Forget-Me-Not Committee dedicated to commemorating all veterans.

The Committee recommends this be denied. It was noted that the Town supports Beaumont Hamel 100th Anniversary through support for the cadet trip to France and capital upgrades of the Memorial Grounds.

The Committee received a request for a donation from the St. Joseph's Centre Management Committee in support of the concert for Dr. Lionel Kelland House.

The Committee recommends that gift packages including concert tickets and brand merchandise be approved.

The Committee received a request for a donation from the Grand Falls-Windsor Refugee Outreach Program to help fund a family of four (4) for one (1) year.

The Committee recommends \$1,000.00 be approved for this.

The Committee received a request from the Childrens' Wish Foundation in support of the 21st Annual Run the Rock from Port-aux-Basques to St. John's.

The Committee recommends that staff arrange festivities for this visit.

Pension Plan Valuation

The Committee reviewed the Pension Actuarial Valuation for the Defined Benefit Pension Plan as of December 31st, 2014. Total plan assets as of that date was \$7.3 million. Total liabilities were \$8.7 million resulting in a funding deficit of \$1.4 million (16%). As a result of this increase, current service cost will increase from 245.2% to 295.8%. Special payments will increase from \$174,396 to \$204,600.

The Committee recommends this report be accepted. The Committee also recommends that the Town cease making solvency payments due to the exemption provided by the Pension Superintendent's Office.

Exploits Ground Search and Rescue Insurance

The Committee received a request from the Exploits Ground Search and Rescue to provide general insurance for the group's activities.

The Committee recommends that this request be denied as this group is a separate entity from Council and its activities are of a regional nature.

Budget Impact Analysis

The Committee reviewed the financial impact of the recently announced Provincial Budget. Total impact for 2016 is \$177,100. Total impact estimated for 2017 is \$256,200. The Committee noted that these items will be discussed further during the 2017 budget preparation.

Gas Tax Capital

The Committee reviewed the plan to spend Capital Gas Tax Funding in advance of the receipt. Plans for this funding is allocated to Maloney Street.

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

Appeal Review

The Committee reviewed the results of the 2016 property value appeals. A total of sixty-six (66) properties were reviewed. The review resulted in a reduction in valuation of \$2,008,400. Revenue reduction as a result of this is \$30,116.

Motion

Pinsent\Finn

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 Finn. It was noted that the report showed K. Antle as Parks and Recreation Foreman, but this should now be Director of Parks and Recreation.

Gas Tax Funding

The Committee reviewed the planned expenditures for the Gas Tax Funding for 2016-2018.

Due to contractual obligations, the Committee recommends that funds in the amount of \$656,025 from the 2017-2018 Gas Tax Funding to be spent in 2016. These funds are to be used for the completion of base coat asphalt and curb and gutter for the Maloney Street development. The Committee also recommends that these funds be borrowed and repaid out of next year's Gas Tax Allocation.

Variance – 19 Riverview Road, Jeff Marsh

The Committee discussed the variance for 19 Riverview Road regarding distance from dwelling to proposed accessory building due to existing conditions in the neighbourhood.

The Committee recommends that this be approved.

Land Sale – 88 Harmsworth Drive (Back Land)

The Committee reviewed a request for purchase of back land located at 88 Harmsworth Drive.

The Committee recommends this be approved and sold as per the current Land Sales Policy.

Provincial Budget 2016 – Rally

The Committee discussed the planned protest regarding the Provincial Budget at the Grand Falls-Windsor Supreme Court of Newfoundland and Labrador on May 4th, 2016. The Committee supports this protest regarding the impact of proposed changes in Grand Falls-Windsor and surrounding regions.

It was recommended that the Mayor attend this protest to express our dissatisfaction.

Feasibility Study - Grand Falls-Windsor Hotel Development

The Committee discussed a request to review the hotel feasibility study recently completed by the Town.

The Committee recommends that this study be available to any interested party upon request.

Letter – Loitering\Noise on Main Street

The Committee received complaints concerning loitering, littering and noise in the Bond Street and Main Street area.

The Committee recommends that staff review this issue with the Municipal Police and the Royal Canadian Mounted Police to determine how to curtail this activity. It is also recommended that this discussion should be extended to other problem areas in Town.

Eat Great and Participate – Healthy Eating

The Committee received a presentation from Stephanie O'Brien, Registered Dietitian, concerning community healthy eating. The presentation included healthy choices for canteens, beverages for health and sports, healthy fundraising ideas and athletes on the road. Ms. O'Brien presented a sample of a Healthy Eating Policy for Town operated community events for discussion.

The Committee recommends that this be referred to the Parks, Recreation and Special Events Committee for further discussion.

Tender – Scrap Metal

The Committee reviewed a summary for pick-up of scrap metal for the spring clean-up.

The Committee recommends that this be awarded to Ground One in the amount of \$3,900.

Motion

Finn\Browne

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

OTHER BUSINESS

Councillor Coady-Davis congratulated the Sparkling Blades Figure Skating Club on a very successful skating show. She also advised that the Ale and Pizza Night was a great success.

Councillor Moores congratulated the Fire Department on a very successful fundraiser that donated to two (2) causes. He also advised that the Exploits Chamber of Commerce Trade Show will take place this week-end.

Councillor Bartlett reminded people that there will be a fundraiser for the Lionel Kelland House on May 14th, 2016. She also saluted all Nurses in honour of National Nursing Week.

Councillor Pinsent encouraged people to donate to the Red Cross and the Salvation Army in support of the people in Fort McMurray.

Councillor Browne advised there will be a meeting to kick-start the Community Garden Project on Wednesday, May 11, 2016.

Mayor Manuel complimented Brian Cooke on championing the Youth Basketball Program that has been very successful for many years. He encouraged people to attend the Jazz Band Concert on May 19th at the Gordon Pinsent Centre for the Arts. He also reminded residents that there is a regulation that requires garbage to be covered. He also reviewed the events of the 2016 Salmon Festival and encouraged all to get their ticket.

Motion

Coady-Davis\Moores

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 31st, 2016. This motion carried by a vote of 7-0.

The meeting adjourned at 8:45 P.M.

Barry Manuel
Mayor

M. Pinsent
Town Manager\Clerk