

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, MAY 11TH, 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

Mayor Manuel noted for those that are not aware our Councillor Coady-Davis has been serving as the Central Director for Municipalities Newfoundland and Labrador for the last few years and has been filling the role of Interim Chair, so I would like Councillor Coady-Davis to read the Proclamation.

Councillor Coady-Davis read the Proclamation for Municipal Awareness Day – May 17th which was signed by the Mayor.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #541 of April 20th, 2021.

Motion
 Feener\Bennett

Be it resolved that the Minutes of Meeting #541 of April 20th, 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 \$742,075.01.

Motion

Bennett\Browne

Be it resolved that the Disbursement Report in the amount of \$742,075.01 would be adopted as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Community Services (1 of 2)

The following report was presented by Councillor Coady-Davis.

Thomas Amusements Correspondence

The Committee discussed correspondence from Thomas Amusements requesting permission to bring their Amusement Park Show to Grand Falls-Windsor this summer.

As we do not know the COVID-19 Regulations that far in advance, the Committee recommends waiting another couple of months when we know the COVID-19 restrictions before confirming this event.

Community Groups Town Clean-Up

The Committee discussed the Community Groups Town Clean-Up for this spring.

As there is a tremendous amount of garbage around our Town, the Committee recommends staff contact all the Community Groups within Town and start this program as soon as possible.

Boat Launch

The Committee discussed parking at Gorge Park and the request from local anglers for a second boat launch. To assist with the parking concerns new angled parking will be installed this summer along the paved road going down to the current boat launch.

The Committee recommends staff look at options for a second boat launch in the same area and bring findings back to a future Committee meeting.

Leslie Oake School of Dance Correspondence

The Committee discussed correspondence from the Leslie Oake School of Dance requesting space in one of our facilities to host their year-end recital.

The Committee recommends staff check with the Gordon Pinsent Centre for the Arts to see if their facility is an option and if not to try and accommodate their request in one of our arenas.

Kitchen Party Theatre Festival Correspondence

The Committee discussed correspondence from the Kitchen Party Theatre Festival requesting sponsorship for this year's Festival which is planned for this summer in Grand Falls-Windsor.

The Committee recommends inviting them to the next Committee of the Whole meeting to give Council a virtual presentation about the benefits and details of the Festival.

Director's Report

The Director gave the Committee a report of the different activities, events and programs that were happening in the Community Services Department over the last few weeks.

The Committee recommends staff continue working on these initiatives and further update the Committee at our next Community Services Committee meeting.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Whiffen

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

Councillor Feener asked if we confirmed that speed bumps would be put down at the Boat Launch.

Mayor Manuel advised speed bumps will be put down at the Boat Launch after that May 24th long week-end.

Councillor Coady-Davis noted there have been several groups cleaning up our community and she would like to say “Thank You” to them because we can already see a huge difference. To those who would like to help please contact us and we can provide you with what materials you will need.

Deputy Mayor Browne advised Thomas Amusements want to come to Grand Falls-Windsor again this year, but due to COVID-19 we will not be entertaining the idea. If the situation gets better, we may allow them here later in the year.

Mayor Manuel stated it is very important to get your COVID-19 vaccine, so we can put COVID-19 behind us.

Councillor Dwyer advised we have a citizen recognized from Pickleball Canada, so congratulations to them.

Mayor Manuel noted we have sixty (60) participants in Pickleball and it is nice to see someone local recognized.

Community Services (2 of 2)

Due to a perceived conflict of interest, Councillor Feener was excused from the meeting at this time.

The following report was also presented by Councillor Coady-Davis.

MusicNL Correspondence

The Committee discussed correspondence from MusicNL who are requesting our participation in a program they are running this summer where a playlist of Newfoundland and Labrador musicians is posted via a QR code on the Corduroy Brook Nature Trails. Any local musicians on the playlist will be paid \$100.00. We would also be responsible for the signage needed throughout the trails.

The Committee recommends we take part in this program and cover all associated costs with the program.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Browne

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

Councillor Coady-Davis stated the Music NL Program is where there is a sign posted at the beginning of the Trail that has a QR Code on it which you can use to download music from local artists to your phone and listen to them while walking the Trail.

Mayor Manuel said this is a great promotion by Music NL, and one of the local artists is Councillor Feener's son and that is why he was excused from the meeting.

Councillor Feener returned to the meeting at this time.

Public Works and Development

The following report was presented by Councillor Dwyer.

Environment Resources Management Association (ERMA) Correspondence

Council reviewed correspondence from ERMA's Infrastructure Committee about the condition of Taylor Road. The letter describes the road as littered with potholes and there are no defined road shoulders to separate the road from parking areas.

The Committee recommends that staff assess the road condition and undertake necessary repairs to make the road safe. As well, the Committee recommends that some improvements be made to the parking area so that the area can better serve the parking needs of the public. Staff will send a letter of response to Weldon King.

Radar Signs

The Committee reviewed a request from staff to purchase another digital display radar sign. This sign would be purchased through Town Capital Funds and \$10,000 would be allocated for this purpose.

The Committee recommends that this request be approved, and that staff consider the functionality of adapting new signs to trailers so they are mobile.

Discretionary Use Notice – 10 Ryan Street (Hair Salon)

Staff reviewed a discretionary use application for a hair salon home based business at 10 Ryan Street. No objections were received and staff recommends approval.

The Committee recommends the application be approved.

Red Indian Lake

Members of Council reviewed correspondence from the Mayor of Buchans regarding the recent decision to rename Red Indian Lake. The Committee is supportive that a name change is appropriate.

The Committee recommends that Council write a letter to the Premier and encourage Government to undertake consultations with surrounding communities. The Mayor of Buchans shall be copied on Council's letter.

Sawmills

The Committee discussed the issue of sawmill use in residential areas. Currently using sawmills is not permitted within a residential area. Some Committee members have received feedback from the community that modern sawmills are less of a nuisance than a chainsaw.

The Committee recommends that staff undertake some research on sawmill usage in residential neighbourhoods in other jurisdictions and consult with the Department of Forestry and Wildlife about their role in approving sawmill use.

Main Street

The Committee inquired on the status of previously discussed improvements in the Main Street area and recommends staff continue its work in this area.

I move the recommendations and report of this Committee.

Motion

Dwyer\Browne

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

Councillor Bennett noted our meeting was on April 28th and the very next day it was decided that the renaming of Red Indian Lake will be delayed based on having a Public Consultation.

Mayor Manuel noted Taylor Drive is not Town land, it belongs to the Provincial Government; however, we will undertake some road patching where necessary as that is an important road that leads to the Salmonoid Interpretation Centre. Radar signs are around Town, and we will be purchasing more. We recognize that speeding is an issue all over Town and we will continue to do our best to try and enforce the speed limit. We will be moving these signs to different areas around Town from time to time as appropriate.

Corporate Services

The following report was presented by Councillor Bennett.

Labour Report

The Committee reviewed the labour costs as of week seventeen (17). Total labour was \$1,006,334. This was \$43,070 (4.1%) 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 \$742,075.01 and recommends this be presented at the next Council Meeting.

ADC Development Division Introduction

The Committee reviewed correspondence from Aquathuna Drafting and Consulting (ADC) Company regarding services they can offer the Town.

The Committee recommends staff follow up with ADC Company to allow them an opportunity to expand on the services they offer and to discuss future projects planned for the Town.

Noise and Nuisance Regulations

The Committee discussed the current Noise and Nuisance Regulations and discussed whether any changes were required in relation to the use of fireworks.

The Committee recommends that staff communicate information to the residents of Grand Falls-Windsor regarding the use of fireworks and how it can impact other residents, pets and children.

Asset Management Application from FCM

The Committee reviewed a request from staff to apply for funding through FCM to update the Asset Management Program. A significant amount of time has gone into this project over the past couple of years, and this additional work is required to update the Program and set the next steps. This Program is required to be fully completed by 2023 to remain compliant under the Gas Tax Program. The total cost of the project is \$62,500 and the FCM Funding is \$50,000.

The Committee recommends that staff submit the application for this funding and proceed with this work once approved.

Town Funded Capital Update

The Director of Corporate Services\Clerk provided an update to the Committee on the Town Funded Capital Program spending to-date. Purchases to-date total \$699,861.44 (which is \$113,138.56 under the anticipated budget for those items).

The Committee recommends that staff continue to monitor costs of Town Funded Capital purchases.

Questica Budgeting

The Director of Corporate Services\Clerk provided an update to the Committee on a new program called Questica Budgeting. This software can help make the budgeting process more efficient, and also includes a program called OpenBook, which will provide more transparent reporting to both Council and residents.

The Committee recommends that staff provide more information on the program and bring back to a future Committee meeting.

Permit Fee Discussion

The Committee reviewed commercial permit fees as it pertains to Government properties.

The Committee recommends staff review permit fees for Government properties and ensure they are being calculated on a cost recovery basis.

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.

Councillor Whiffen advised we did not finalize an addition to the Noise and Nuisance Regulations.

Mayor Manuel mentioned the education that we will be putting out to the public is an awareness campaign and the effects that fireworks have on animals.

The Chief Administrative Officer stated we decided we would not address this in the Regulations at this point, as we already have the right to govern the use of fireworks.

Councillor Dwyer advised the issue is around enforcement of fireworks and we agreed that it is important to educate the public on this issue.

Mayor Manuel said it is difficult to enforce, but education to the public may help and times will be encouraged.

Councillor Bennett noted fireworks go off all hours of the night, this education may explain the importance of how it is terrifying to animals and children with autism. He don't think there will be an issue after we release the education pieces.

The following Resolution was presented by Councillor Bennett:-

RESOLUTION GF-W 2021-314

FEDERATION OF CANADIAN MUNICIPALITIES PROGRAM

WHEREAS: the Town of Grand Falls-Windsor directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program, including all supporting documentation;

WHEREAS: this Program will be completed by Mr. Milos Posavljak, a Ph.D student with the University of Waterloo who specializes in the completion of Asset Management Programs;

AND WHEREAS: the Town of Grand Falls-Windsor commits to \$12,500 from its Budget toward the cost of this initiative;

THEREFORE BE IT RESOLVED: that the Town of Grand Falls-Windsor commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our Asset Management Program:-

1. Analyze performed treatments and condition information on all infrastructure asset classes in the 2021 Asset Management Plan.
2. Update 2018 Asset Management Plan for all asset classes.
3. Train staff on latest state of the art developments in Asset Management as it applies to public infrastructure.

Motion

Bennett\Coady-Davis

Be it resolved that Resolution GF-W 2021-314 would be adopted as circulated. This motion carried by a vote of 7-0.

Mayor Manuel advised this is an essential activity that Government requires when providing funding. Ideally, it would help Council and staff to determine what our asset conditions are.

Committee of the Whole (1 of 2)

The following report was presented by Deputy Mayor Browne.

Kitchen Party Theatre Festival

The Committee met with Nicole Smith and Berni Stapleton to discuss the Kitchen Party Theatre Festival concept. This is a Festival that is proposed as an annual event in Grand Falls-Windsor during the month of August. The proposal requires a \$15,000 contribution from the Town.

The Committee recommends this be approved.

(The Committee took a break from 6:15 to 6:45 P.M. to meet with the Corduroy Brook Enhancement Association and Elmo Hewlett.)

Lionel Kelland Hospice

The Committee received correspondence from the Lionel Kelland Hospice Committee acknowledging Council's recent letter of response to their request for a \$350,000 donation towards Capital improvements. The Lionel Kelland Hospice Committee said they look forward to Council's future considerations of the request.

Union Street Speed Limit

The Committee reviewed a request from a concerned citizen about the 50\km hour speed limit on Union Street, from the Circle K intersection area to Scott Avenue.

The Committee recommends that the speed limit on this section of road be reduced to 40\km hour.

Parking at 68 High Street

The Committee reviewed a request from Colin Power to allow parking at 68 High Street. The land was requested to accommodate parking needs related to four (4) apartments that are being considered for 52 High Street.

The Committee recommends this request be denied. Allowing parking access at 68 High Street would encumber future Councils' ability to sell this block of land for development.

Multi-Year Capital

The Director of Public Works and Development informed the Committee that the Town has received correspondence confirming that the Multi-Year Capital Funding has been approved by the Province.

The Committee is pleased with this announcement.

Farmer's Market

The Director of Community Services updated the Committee on discussion with ACOA related to improvements to the Farmer's Market area on High Street. ACOA Officials indicated they are interested in supporting initiatives that support the development of existing business and the incubation of new businesses and are therefore supportive of investments to improve the Farmer's Market area.

The Committee recommends that staff continue to revise the Farmer's Market plan to incorporate additional features that can support local business.

I move the recommendations and report of this Committee.

Motion

Browne\Dwyer

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 in regard to the parking at 68 High Street, we have confirmed that the resident will be invited to the next meeting.

Councillor Bennett stated the speed limit is still at 50 km\hour on Union Street, so we need to focus on the location of the speed signs.

The Chief Administrative Officer advised Council has just adopted the signs at this meeting and to change the speed limit on Union Street to 40 km\hour, we will now make the adjustment. Placement is sometimes easy because it is public space, but a little extra effort is needed to place a sign on land owned by a resident. It is on both ends of Union Street, no matter where it is placed it is still a deterrent and a reminder to maintain the speed limit.

Councillor Coady-Davis mentioned we just put the digital sign on Union Street showing the speed limit is 50 km\hour so we are conditioning motorists to that speed. We should turn off the sign until the speed limit signs are changed to 40 km\hour and then recondition them to the new speed.

Councillor Bennett explained when we receive complaints about speed in an area of Town that immediately becomes a safety issue and something we need to sit down and look at for the safety of our residents and children.

The Chief Administrative Officer stated the speed limit around Grand Falls-Windsor is 40 km\hour unless posted differently.

Councillor Whiffen said he voted in favour of this because of the thoroughfare from Union Street to Scott Avenue. The problem he had in reducing the speed to 40 km\hour is that it is not going to solve the problem. We get requests on a weekly basis regarding speeding. ATV's and speeds are another common complaint. We need to increase enforcement in these areas. Once people are aware that they will get pulled over and fined, they will be more inclined to follow the speed limits and the same with ATV's.

Mayor Manuel said our Municipal Enforcement Officers have been very active trying to enforce the speed limits in Town. Our Municipal Police Chief is meticulous at mapping out all areas in Town, to create awareness. Municipal Enforcement Officers pursue ATV's for liability concerns, because the people on ATV's do not stop and it then becomes a hazard. We are working on routes around Town, for easier access to the T'Railway.

Councillor Dwyer stated the Kitchen Party Theatre Festival happening in August are two (2) plays that are very interesting. One is based on Gordon Pinsent and the other is called "Girls from Away". It will be a great production and the idea is to make Grand Falls-Windsor a theatre destination for staycationers.

Mayor Manuel noted it is a Festival that can be something special for the community. It will run for two (2) weeks in August. We are investing \$15,000 into this Festival because we believe it is a staple event that markets the Town. It is an annual investment, and we will judge accordingly based on its success.

Due to a perceived conflict of interest Mayor Manuel was excused from the meeting at this time.

Committee of the Whole (2 of 2)

The following report was also presented by Deputy Mayor Browne.

Corduroy Brook Enhancement Association

The Committee met with the President and Executive Director of the Corduroy Brook Enhancement Association. Mr. Hewlett requested a meeting to express concerns he has about ATV use on the Corduroy Brook Trail section that is parallel to Centennial Field. He suggested a physical barrier be installed to

separate pedestrians from ATV traffic. As well, concerns were expressed about the fact that ATV's are driving through the Foresters Memorial area and he suggested something be done to redirect or stop this activity. Other areas of improvement the Association suggested that need attention includes improved parking at the main Corduroy Brook Building, trail mapping and increased interpretation.

The Committee thanked the Corduroy Brook Enhancement Association for sharing their concerns and recommends that further discussions occur at a future Community Services Committee meeting.

I move the recommendation and report of this Committee.

Motion

Browne\Feener

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

Councillor Feener mentioned that himself and Councillor Bennett met with the resident and there were ATV tracks there, also the noise was an issue. We may be able to put up a barrier which will make ATV's slow down.

Councillor Whiffen noted we are very accommodating to ATV users in Town, and it is becoming a problem as some of them are not respecting the rules. People need to consider that if they are not respecting the rules or private property, it may result in less accommodation in the future.

Councillor Bennett advised the past week-end he attended the MNL Symposium and it became very clear that every community is having problems with ATV's. We need to consider a trail for pedestrians and a trail for ATV's.

Councillor Feener said you are required to have your ATV's licensed and insured upon purchase, but the problem is we cannot get close enough to read the license plate.

Deputy Mayor Browne advised Municipal Enforcement Officers are chasing ATV's that do not have a license plate, and that is also a problem. We will have a Public Consultation very soon on ATV use where the public can put forth suggestions and ideas.

Mayor Manuel returned to the meeting at this time.

NOTICE OF MOTION

None

OTHER BUSINESS

Deputy Mayor Browne issued a reminder that the deadline for Census is today. It is very important because the funding the Federal Government provides is based on the population in the community. Spring Clean-Up is May 25th to June 11th, so please do not put your garbage out until forty-eight (48) hours prior to your scheduled pick-up date. Also please visit our Facebook page and website for a continuous stream of programs from the Community Services Department.

Councillor Coady-Davis advised vaccinations are now open for ages fifty plus (50+), so she would like to encourage people to get out and get their vaccine.

Councillor Feener noted Scouts Canada have a campaign called “Stuff the Canoe Challenge”. The canoe is in the entrance of the movie theatre on Saturday and Sunday afternoons.

Councillor Dwyer noted it is National Nurses’ Week and National Police Week, so she would like to recognize those two (2) professions. The theme for National Nurses’ Week is “We Answer the Call”, and the theme for National Police Week is “Working Together to keep our Community Safe”.

Councillor Whiffen would like to remind people to pick up after their pets, we have improved on that; however, throwing the bag on the ground has increased. Please dispose of your bag properly or use biodegradable bags.

The Chief Administrative Officer advised bags are also being dropped in manholes which is still not acceptable or responsible.

Deputy Mayor Browne advised Census are due today and are mandatory, if not completed you can get fined up to \$500.00.

Mayor Manuel also wanted to mention Nurses’ Week and say thank you to them. Disposing of your pet waste bags in the manholes is definitely not acceptable. We are in the process of getting new garbage containers for use around Town.

Motion

Coady-Davis\Bennett

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular schedule meeting of June 1st, 2021. This motion carried by a vote of 7-0.

The meeting adjourned at 8:22 P.M.

Barry Manuel
Mayor

Darren Finn
Chief Administrative Officer