

MEETING #526

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD BY TELECONFERENCE

7:30 P.M., TUESDAY, MAY 26TH, 2020

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
N. Chatman, Director of Public Works and
Development
K. Antle, Director of Community Services
S. Gosse, Director of Corporate Services\Clerk
K. Hutchinson, Executive Assistant

Prior to the meeting the Mayor signed a Proclamation for Early Childhood Education Week.

The Mayor called the meeting to order at 7:30 P.M. and asked for any errors or omissions to the Minutes of Meeting #525 of May 5th, 2020.

Motion

Bennett\Coady-Davis

Be it resolved that the Minutes of Meeting #525 of May 5th, 2020 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 \$143,558.89.

Motion

Bennett\Dwyer

Be it resolved that the Disbursement Report in the amount of \$143,558.89 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.

RCMP Musical Ride Report

The Committee discussed correspondence to host the RCMP Musical Ride in 2021.

The Committee recommends the Director do some further investigation on the cost and logistics of the event and report back to the Committee.

Lat49 Presentation

Michela Boschetti and Richard Symonds from Lat49 and Mark Gardin from Qsolv were welcomed to the meeting and presented the Committee with the details of the Recreation Facilities Needs Assessment Study completed by their company's and answered questions from the Committee.

The Committee recommends to further review the Report and refer it back to the Committee of the Whole for further discussion.

Ms. Boschetti, Mr. Symonds and Mr. Gardin were excused from the meeting at this time.

Mobile Vendors

The Committee discussed concerns from Mobile Vendors and businesses regarding the issuing of Mobile Vendor Permits and the location these vendors are

permitted to set up. The Director of Corporate Services\Clerk presented the Committee with a proposed draft of new Mobile Vendor Regulations. The Committee discussed these Regulations in detail.

The Committee recommends staff make further revisions to the Regulations and report back to the next Corporate Services Committee meeting.

The Director of Corporate Services\Clerk and Director of Public Works and Development were excused from the meeting at this time.

COVID-19 Update – Walking Trail

The Committee discussed correspondence from a citizen regarding the opening of Shanawdithit Centennial Field for citizens to use as a place to walk.

The Committee recommends the facility remain closed at this time and be considered for opening in the near future when additional COVID-19 restrictions are lifted.

Town Website

The Committee discussed the revisions to the Town’s website which will be completed by Prime Creative.

The Committee recommends we wait until the new Communications Officer is hired before starting with this project.

Online Programs

The Director informed the Committee the Gymnastics Program is now holding classes online with lots of positive feedback from parents and students.

The Committee recommends staff look at organizing more online programs ensuring we are meeting all the COVID-19 restrictions.

Funding Opportunities

The Committee discussed the possible Atlantic Canada Opportunities Agency and Teck Funding opportunities available as well as a request from Exploits TrailNet to partner with them on their Atlantic Canada Opportunities Agency Funding application to increase tourism for snowmobiling and ATVing around the old incinerator site on New Bay Road.

The Committee recommends staff put together proposals for Teck and Atlantic Canada Opportunities Agency Grants and get more information from Exploits TrailNet on their proposal.

Summer Students

The Committee discussed the possibility of hiring students this summer for our children's and maintenance programs.

The Committee recommends to go ahead and advertise for these hiring's under the condition the COVID-19 restrictions allow us to hire these students in June.

Friendly 50+ Club Correspondence

The Committee discussed correspondence from the Friendly 50+ Club requesting brand items for packages they are doing up for seniors during COVID-19.

The Committee recommends this request.

Canada Day

The Committee discussed the possibility of hosting Canada Day festivities this summer. The funding from the Heritage Canada Grant we have for this event has to be spent before February 2021 if we cancel on July 1st.

Due to the COVID-19 restrictions, the Committee recommends to postpone the fireworks for Canada Day and have them on December 3rd, 2020 during our Community Light-up celebrations.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Feener

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

Mayor Manuel advised that this time of year we start to see more mobile vendors and lately there has been some chatter in trying to keep the vendors from Grand Falls-Windsor only. When it comes to mobile vendors we are open for business the same as we would be for anybody. It would be very protectionist of us to feel that because this individual is not from Grand Falls-Windsor they are not allowed to operate. There are many businesses in Grand Falls-Windsor that rely on businesses outside of Grand Falls-Windsor in order to make sure that they are a profitable business themselves. So as a Council that is not something we will do,

there is a permit structure in place to operate, fees in place to operate, there are permitted locations to operate and as long as vendors meet those requirements and Health Officials have had an opportunity to look at the food trucks and to put their stamp of approval on it, then Council are fine with that.

Councillor Coady-Davis advised that the Shanawdithit Centennial Field walking track is opening at the next Provincial COVID-19 Alert Level, so she wanted to let residents know that as of right now anything that is marked closed is closed. That also includes the basketball courts, playgrounds, Shanawdithit Centennial Field track and Skateboard Park. Just because a gate may be open or not locked, it does not mean that it is open so we ask residents to please stay out of those areas. As restrictions are lifted we will open the facilities as required and as deemed necessary and appropriate to open. The RCMP is in partnership with us and will be enforcing. We also recommend that if you are in the area and you see people using these facilities that are marked as closed, please go onto the Government website and complete the form so that RCMP can follow up.

Mayor Manuel noted there has been some concerns raised from citizens who are seeing some of these facilities being used when they are clearly marked closed and it is not fair to the citizens that are following the rules, so we do not want you doing that until the measures are lifted. The Shanawdithit Centennial Field walking track and the Dog Park are scheduled to re-open on June 8th when we enter into the next COVID-19 Alert Level.

Prior to the reading of this report Councillor Coady-Davis was excused due to a perceived conflict of interest.

Community Services

The following report was presented by Councillor Whiffen.

Minor Baseball

The Director presented the Committee with an updated cost for the Baseball Field Score Clock which has already been approved. There is an additional cost of \$6,000.00.

The Committee recommends to purchase the Score Clock with the additional expense.

I move the recommendation and report of this Committee.

Motion

Whiffen\Browne

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

Councillor Bennett explained a little background on the score clock, saying he had to commend the Grand Falls-Windsor Baseball Association because they came up with a large portion of this expense. This score clock will be an asset for the Town of Grand Falls-Windsor and I think it is absolutely right for the Town of Grand Falls-Windsor to go ahead and get this done.

Mayor Manuel said he agreed, this is our beautiful facility and we hear that all the time from people travelling in from outside the community for tournaments. People love the condition of our fields and the lights and it is lacking a score clock. It is nice to see them come up with a portion of the cost, and he looked forward to seeing that installed and in operation very soon.

Councillor Coady-Davis returned to the meeting at this time.

Public Works and Development

The following report was presented by Councillor Dwyer.

Rezoning Request – 19 King Street

The Committee reviewed the results of the rezoning request for 19 King Street from a Public Use (PU) to Commercial Neighbourhood (CN). The request is to permit the renovation of the old Booth Memorial School to accommodate the move of Jim's Grocery Convenience from 4 Thirteenth Avenue. A Public Notice was issued and correspondence sent to surrounding properties. There was a tremendous amount of support; however, there was some opposition. The Committee discussed all concerns in detail.

After much debate, the Committee recommends moving forward with the rezoning process at this time. There is a step in the process for a public meeting in which any resident can express their support or opposition of the request. The Committee also recommends that the residential property at 2 Thirteenth Avenue be removed from the rezoning request.

Discretionary Use Notice – 4 Crawley Avenue

The Committee reviewed a request for a home based business at 4 Crawley Avenue. The proposed business is for dog grooming (Sherry's Dog Grooming). 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 owner and it was advertised on the Town's Facebook page. No objections or concerns were received.

The Committee recommends this be approved pending approval from Service NL and other Government Agencies as required.

Saturday Drop-Off

The Committee reviewed the latest proposed schedule to resume the Saturday Drop-Off. The next proposed event is targeted for May 23rd. PBO, who manages the event for the Town, are looking for an increase of \$800 plus HST in the subsidy to carry the event until December 2020 due to increasing operating costs.

The Committee recommends the proposed schedule be approved and also recommends the subsidy be paid by the Town to keep the current fee structure for residents unchanged. The Committee also recommends the schedule be released to the public as soon as possible.

Spring Clean-up

The Committee reviewed a proposed schedule for the Annual Spring Clean-up to run from June 15th to July 4th. This event was postponed due to the COVID-19 Pandemic. With the possibility of the Provincial Government going to Alert Level 3 on June 8th, it would be a good time to resume the event as it is very important to the residents of Grand Falls-Windsor.

The Committee recommends that the proposed schedule be approved if adequate safety supplies can be available for staff once they are recalled. The Committee also recommends to only move forward with the event if it can be done safely. It is important for staff to get the schedule to the public as soon as possible.

Rodent Problem – Bird Feeders

The Committee discussed complaints from some residents on the use of bird feeders on residential properties. The residents are concerned that this activity will attract rodents to the neighbourhood.

The Committee recommends staff draft a regulation to help control the number of bird feeders permitted and bring back to the Committee for review. In addition, the Committee recommends more education be released to the public concerning the proper use, and required maintenance of the bird feeders as well as the right time of the year to use them.

Queensway\Toulett Drive Intersection

The Committee reviewed a preliminary design of a round-a-bout at the intersection of Queensway and Toulett Drive. This intersection raises some concerns on its alignment due to reduced sight distance. There have been accidents in this area in the past. The Committee agreed that a round-a-bout would serve this intersection well and would significantly improve the safety of motorists and pedestrians.

The Committee recommends this be added to the Capital Works list of projects for future consideration. In addition, the Committee also recommends staff investigate interim measures to be used to help improve safety at this location, such as improved signage and traffic calming measures.

“No Commercial Vehicle Parking” Sign

The Committee reviewed a proposed sign from the Municipal Enforcement Department to be used in the gravel parking lot near the Farmer’s Market and surrounding area. There are several large commercial trucks that park here overnight and at times for long durations, which interfere with parking and events in the area.

The Committee recommends this sign be approved and for it to be installed to ban commercial truck parking from behind the Theatre to the west end of the gravel lot.

Crown Land Referral

The Committee reviewed a request from a resident to add to their Crown Land Lease Agreement the ability to grow vegetables in addition to the current use as a Cranberry Farm. The applicant is proposing to use up to ten (10) acres for farmland. The land is located near the Trans Canada Highway at the west end of Grand Falls-Windsor.

The Committee recommends this be approved; however, there shall be no development in the Conservation Zone.

Salmon Trail

The Committee discussed the need to develop a walking trail from Scott Avenue to the Exploits River near the Wastewater Treatment Facility. The existing trail was removed due to the expansion of the facility.

The Committee recommends a trail be developed on the west end of the expansion and it can follow the fence line. The Public Works Department can complete the trail once the construction project is complete.

Sidewalk Proposal on Toulett Drive

The Committee revisited a proposal by the Development Department to construct a sidewalk on Toulett Drive from Gentlemen B's to Hickman Honda. There were three (3) proposals reviewed with cost estimates.

The Committee recommends that a paved sidewalk be completed in this section and to add it to the 2020 Street Resurfacing Project. There is already Gas Tax Funding approved for this section of roadway to be completed in 2020.

Scott Avenue Sanitary Sewer

The Committee reviewed a request from the Development Department to allocate \$130,000 of Gas Tax Funding to repair a section of sanitary sewer line from behind the Canada Post Building to the south side of Scott Avenue. This section is in poor condition and in need of immediate repair.

The Committee recommends that this project be completed and staff to submit the application to the Gas Tax Secretariat to obtain the funding required.

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 that in regards to Jim's Grocery Convenience, he has been there for twenty (20) years and it is a family run business and he feels that he has outgrown his current location now. He is currently paying rent and is looking to purchase a larger property as an investment. The current place he is in is 4,400 square feet and the place he is looking at buying is 11,000 square feet. There were three (3) letters submitted in opposition of the purchase, and there were

also eighty-six (86) letters in favor. He also presented a petition of eight hundred and thirty (830) names in favor of the rezoning. He employs thirteen (13) people at his store right now and will be hiring more upon the move to the new location. This will be a benefit to our Town and that area of Town to make good use of a vacant building. There are only two (2) tractor trailer deliveries per week, and the owner is open to suggestions from the Town of Grand Falls-Windsor whether to use Thirteenth Avenue or King Street for the tractor trailers. As a Council we cannot miss on an opportunity to fill a vacant building and for a business in that area of Town. We had an opportunity to put a school there a few years ago and it was turned down and that business ended up moving and operating out of Lewisporte, so I really feel that we have to keep as much business here as possible.

Mayor Manuel noted through this rezoning process a lot of people in the community do not really understand how this rezoning process works. Any time Council receives a request for rezoning of an area of Town, it has to be considered and normally unless there are reasons to turn it down immediately, it would be moved to the next level in the process. The next level would be to send out correspondence to people in the surrounding area to ask for feedback based on the proposal. At some point, there would be a public meeting and it would be sent to the Provincial Government for them to do their piece on it. This is all legislated and has to be followed when it comes to rezoning, so it is not as simple as Council receiving a rezoning request and deciding whether to approve or not. There is a process that needs to be followed and we are in the middle of that process now. There were some submissions of residents in favor, and there were some residents that were opposed. It is important to note that one of the opposers mentioned that the former building that was used at Max's Mini Mart thirty (30) years ago will continue to be a store whether Jim's Grocery Convenience moves or not. He does, however, feel that it would be unfair for Council competition to go right next door to a store that has been operating for thirty (30) years. It is complicated, obviously we would like to see the lot and the school re-purposed and we are currently in the process and will continue to follow through the process. We will hold a public meeting and invite them to submit their comments and feedback.

Councillor Whiffen stated regarding the process of rezoning 19 King Street, a lot of people are under the misconception that it is a decision that will happen at a Council meeting and then immediately after the plans will start to roll for the rezoning and that is not the case. In this process there are eight (8) steps and right now we are at step three (3) looking to move to step four (4) which includes pieces from the Provincial Government. This is a lengthy process and tedious process and it is not as simple as just changing land use. When and if it gets approved to be rezoned then there would have to be development plans for the land before any work can begin. This is simply a current business owner looking to grow their

business by purchasing a bigger property where they feel they have a better chance to grow.

Councillor Dwyer stated she was glad that we had the opportunity to explain how this process is a lot more complicated than it appears. Obviously, we all want the business and the business owner, and for everyone to work and create employment and reap the economic benefits, but there are a lot of considerations. The surrounding residents are a consideration, but a less obvious consideration is that when the store was first put there and established it was done so because of its location. It is a convenience store and it would have been next to a school, so obviously a great location for a convenience store. From Council's perspective we need to ensure that business owners have the confidence in knowing that the decisions that we make are in their best interest. There was a lot of support and very little opposition, so the decision was made to continue with the process and to invite the general public to voice their concerns and she looked forward to that process.

Mayor Manuel stated this process can be a bit complicated at times, legislated meaning we have to do it. But through this process Council gains more information so that at the end when it is time to make a decision on a rezoning, we have all the information collected and considered.

Councillor Feener stated we enquired as to the validity of those eight-six (86) supporting letters and the closeness to the business. Do we have those figures?

Mayor Manuel advised that a part of the process is that we sent out correspondence to all residents within a radius of one hundred and fifty (150) metres around the rezoning area that could be impacted by the change. Councillor Feener is asking out of the responses that we received, how many of those responses are in response to the correspondence sent out in the one hundred and fifty (150) metre radius.

Director of Engineering and Development, Nelson Chatman advised that we do not have those numbers at this time.

Chief Administrative Officer, Darren Finn noted it was decided that these numbers would be collected and provided at the next Committee meeting that is why those numbers are not ready for tonight.

Mayor Manuel stated the next Committee meeting is next week and the information will be collected and presented at that time.

Councillor Feener asked was the petition on a counter at the store, or was it passed around from door-to-door. How were those names collected?

Mayor Manuel replied that he was not sure about the names on the petition, but any time there is a rezoning application and this process is ongoing anybody has the ability to do whatever they want or can to lobby what they believe is their

side of what they feel is the right decision. He was not sure how the information was collected, but it is well within their right to go ahead and collect signatures if they think that it would help their cause and present that to Council along with all the other information.

Chief Administrative Officer, Darren Finn advised the petition had been turned over to him and he will bundle it up for presentation to Council, and it is his understanding that the signatures were collected at the store location.

Councillor Dwyer advised that with regards to the \$130,000 Gas Tax Funding that will be used for the repair of the sanitary sewer line behind the Canada Post Building, she just wanted to let residents know that this is not new money. They are unallocated funds and this money will be used now pending the Gas Tax Secretariat approval for the replacement and repair of that sewer line. Certain projects meet criteria for Gas Tax Funding and this is one of them.

Deputy Mayor Browne noted the sidewalk proposal on Toulett Drive where there was discussion about a paved sidewalk versus a normal concrete sidewalk. There were some safety concerns about a paved sidewalk not being as safe, but in this case the Corduroy Brook Walking Trail is along the side of that stretch of pavement which is an added bonus and makes it safe.

Mayor Manuel stated any time we have development decisions, our employees do a great job at gathering all the information of what is needed in Town. Unfortunately, we do not have unlimited funds when it comes to be able to do everything that needs to be done, so when it comes to these decisions it is important to make sure we are spending the money as prudently as possible. We recognize that there is always a lot of work needed in Town in various areas, but we have to figure out how to spend the money we do have in the best areas. We do have some new software that we have been working on with regards to Asset Management within the community. The idea is to be able to catalogue all the core infrastructure, asphalt, water and sewer, etc... and to be able to use the computer model to determine where your priorities should lie and what needs attention the most. So we are looking forward to using this software more and more in the future to help our decision making. He also advised there was some discussion about a round-a-bout at the intersection of Toulett Drive and Queensway due to an increase in traffic the past few years. We do feel a round-a-bout is necessary there and at some point will make a decision whether or not to proceed.

The following Resolution was presented by Councillor Dwyer:-

Resolution GF-W 2020-298

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;

WHEREAS: there is \$2,351,428.22 of unallocated funds in the current Provincial Gas Tax Agreement with the Town of Grand Falls-Windsor until March 31st, 2024;

THEREFORE BE IT RESOLVED: the Town of Grand Falls-Windsor approves the allocation of funds under the Provincial Gas Tax Agreement in the amounts of \$130,788.58 full HST (\$118,603.63 rebate removed) to a new project (supporting documents attached) for replacement repair for a section of sanitary sewer line from behind the Canada Post Building to the south side of Scott Avenue.

Motion

Dwyer\Bennett

Be it resolved that Resolution GF-W 2020-298 for the Revised Capital Investment Plan would be adopted as presented. This motion carried by a vote of 7-0.

Corporate Services

The following report was presented by Councillor Bennett.

Labour Report

The Committee reviewed the labour costs as of week nineteen (19). Total labour was \$1,167,619. This was \$16,654 (1.4%) over budget.

The Committee recommends that staff continue to monitor labour costs.

Cash Collections

The Committee reviewed taxation collection for April 30th, 2020. Total taxation receivable as of that date was \$8,462,321 (\$6,235,016 -2019) an increase of \$2,227,304 (35.72%) from the previous year.

The Committee recommends staff to continue to work on collecting outstanding amounts. The Committee also recommends staff reach out to those with older balances to ensure they are aware of payment methods and to try to work with them on a payment plan.

Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$143,558.89 and recommends this be presented at the next Council meeting.

Tender – Grenfell Heights –Water, Storm and Road Widening – Phase II

The Committee reviewed a tender summary for the Grenfell Heights – Water, Storm and Road Widening – Phase II.

The Committee recommends that the tender be awarded to Jamar Transport Ltd. in the amount of \$1,833,344.00 plus HST.

Tender – 2020 Self Contained Snow Blower

The Committee reviewed the tender summary for a 2020 Self Contained Snow Blower.

The Committee recommends that the tender be awarded to L.A. Larue Inc. in the amount of \$162,548.00 plus HST.

Tender Marsh Motorsports – Storm Sewer Upgrades

The Committee reviewed a tender summary for Marsh Motorsports – Storm Sewer.

The Committee recommends that the tender be awarded to Penney Paving Ltd. in the amount of \$228,942.50 plus HST.

Tender – Queen Street Waterline Installation

The Committee reviewed a tender summary for the Queen Street Waterline Installation.

The Committee recommends that the tender be awarded to Adams Construction Ltd. in the amount of \$86,450.00 plus HST.

Policies

The Committee reviewed the Social Media Policy and Use of Cell Phones\Mobile Devices draft policies.

The Committee recommends staff make any necessary changes to the policies and bring to the next Corporate Services meeting.

Mobile Vendor Regulations Draft

The Committee reviewed changes to the Mobile Vendor Regulations and recommends these be approved as drafted.

Exploits Valley High School Graduation

The Committee reviewed a request from the Graduation Committee of Exploits Valley High School regarding funding for the current year's Graduation. In light of the COVID-19 situation, they are asking for corporate sponsors to donate \$1,000 towards custom duffle bags with a logo.

The Committee recommends approval to increase the funding amount from \$500 to \$1,000.

EXCITE Centre

The Committee discussed the need for a roof replacement at the EXCITE Centre.

The Committee recommends staff to search for some other Government Funding for this project and bring it back to the Committee at a future date.

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 Bennett stated in previous years we have given the High School Graduation Committee \$1,000.00 in sponsorship and this year we felt that because there was no official Graduation that we would donate \$500.00. They are putting together a very nice event and doing something a little extra seeing as it is a different year due to the COVID-19 Pandemic. With the request of an increase to

the \$1,000.00 sponsorship, they will purchase custom duffle bags for the grads, and these bags will have the Town logo on them to use when they go away to University.

Councillor Whiffen stated that regarding the Marsh Motorsports storm sewer upgrade, by reading this that people may assume that we are doing something for Marsh Motorsports. But this is actually Municipal Infrastructure that runs under their property that is in desperate need of repair.

The following Resolution was presented by Councillor Bennett:-

Resolution GF-W 2020-297

2018 AUDITED FINANCIAL STATEMENTS

TOWN OF GRAND FALLS-WINDSOR

WHEREAS: Section 92(1) of the Municipalities Act, 1999 requires presentation and acceptance of the annual Audited Financial Statements;

THEREFORE BE IT RESOLVED: that the Town of Grand Falls-Windsor accepts the December 31st, 2018 Audited Financial Statements for approval and submission to the Province of Newfoundland and Labrador.

Motion

Bennett\Whiffen

Be it resolved that Resolution GF-W 2020-297 for the 2018 Audited Financial Statements would be adopted as presented. This motion carried by a vote of 7-0.

Committee of the Whole (1 of 3)

The following report was presented by Deputy Mayor Browne.

COVID-19

The Chief Administrative Officer and Mayor provided an update to the Committee on recent Coronavirus news and impacts on the Town. Updates include the following points of information.

- The Mayor continues to provide weekly public radio updates about the local impacts of COVID-19.
- Management continues to refine details related to Occupational Health and Safety guidelines for staff and the related communication plans.
- The social media contest and winners are finalized and will be posted on Facebook.
- Management provided an update to Council on available PPE and we are satisfied that sufficient supplies are on hand or has been ordered and will be available soon.
- The Committee discussed the Provincial Governments online complaint form and how it works. The Provincial Emergency Operations Committee reported that a team of people in St. John's attempt to resolve complaints directly by telephone and if they are not successful they will refer them to the local RCMP.
- Union Representatives were invited to an Emergency Operations Committee meeting and they were briefed on the Business Continuity Plan.
- Management is reviewing its options about whether or not we can recall our seasonal temporary staff. Management believes a recall is possible, but consultations with the Union, Occupational Health & Safety Committee and employees is required in order to establish certainty that work can be safely assigned.

Line Painting and Road Patching

The Committee discussed the need for line painting and road patching. There was a general concern that there was a lot of work that needs to be started.

The Committee recommends that Management turn their attention to this need as soon as possible.

Heritage Society

The Committee discussed a request from the Heritage Society to give some direction on when they could open to the public.

The Committee advised that this building could not open to the public until the Provincial guidelines specifies that tourism establishments can be opened.

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.

Deputy Mayor Browne advised that in regards to the Heritage Committee, he had a chance to visit the building on Saturday and this has been a challenging time for all not-for-profit organizations, but the Heritage Society are moving along. There is a lot of work being done by Committee Members at their homes, so work continues and the building is looking better and better all the time.

Committee of the Whole (2 of 3)

The following report was presented by Deputy Mayor Browne.

Stewardship Association of Municipalities

The Stewardship Association of Municipalities (SAM) Annual General Meeting is scheduled for June 13th, 2020 and will be held via video conference. Councillor Bennett is the Official Representative for the Town and will attend this meeting.

Exploits TrailNet – ACOA Funding Application

The Exploits TrailNet Association has approached Council for support in being the applicant to ACOA for a funding application that would result in upgrades to the Town incinerator building at New Bay which is now used to store

their groomer. The application includes upgrades to the building and parking area totaling an estimated investment of \$500,000. The application includes some in-kind supports from the Town related to excavation and possibly some electrical. Other proportional shares of funding required to go with the ACOA application will be the responsibility of the Exploits TrailNet Association.

The Committee recommends that staff work with the Exploits TrailNet Association Executive to finalize the details of making an application.

Town of Botwood – Letter of Support Request

The Town of Botwood has requested a letter of support towards their efforts to establish a monument (Bronze Statue) in honour of a Beothuk lady named Demasduit who died on board the ship “HMS Grasshopper” in the Botwood Harbour two hundred (200) years ago.

The Committee recommends the letter of support be sent on behalf of Council.

Saturday Drop-Off Service and Spring Clean-up Schedule

The Committee reviewed the possibility of restarting the Saturday Drop-Off service that has been suspended due to the COVID-19 Pandemic.

The Committee recommends that this service be re-established on May 23rd, 2020 and that the schedule for the remainder of the year be published on the Town’s website.

The Committee also discussed the Spring Clean-up Schedule and recommends that it start June 15th, 2020 and run for three (3) weeks. The Spring Clean-up is contingent upon the ability of management to recall seasonal staff, and this in-turn is contingent on management’s ability to establish sufficient Occupational Health and Safety protocols prior to June 15th, 2020.

The Committee also wishes to advise the public that the Household Hazardous Waste Day will be scheduled for September 19th, 2020 and they want to encourage the public to hold onto their hazardous waste until that day or they have the option of bringing them directly to the Norris Arm Waste Management Facility site during any of their scheduled open days. As well, the Dog Park and Shanawdithit Centennial Field walking track will open on June 8th, 2020 when the Province moves to Alert Level 3.

Central Newfoundland Regional Health Centre

The Mayor, MHA Forsey and MHA Tibbs received a letter from an anonymous source claiming that the Grand Falls-Windsor Hospital Laboratory is undergoing drastic lab changes that will affect staffing levels. The citizens claims that a RFP states that the James Paton Memorial Hospital will now be declared as the main testing hub for lab services in Central Newfoundland, and that some of the current routine testing will be stripped from Grand Falls-Windsor lab and sent to Gander. Further, the citizen claims that the testing workload will decrease by fifty percent (50%) in Grand Falls-Windsor and that up to seven (7) types of tests will be completely removed from the routine laboratory work done currently in Grand Falls-Windsor.

The Committee recommends that staff investigate the validity of this information and report back to Council. If true, Council will be very concerned about this matter.

Staff Communications with Council

Committees discussed some emails that were sent from staff members directly to Councillors over the week-end about some employment related matters.

The Committee recommends that management write a letter to the workforce to remind them of their proper reporting expectations and that it is never acceptable to contact Council directly.

2018 Audited Financial Statements

The Director of Corporate Services reviewed the 2018 Audited Financial Statements with the Committee.

The Committee recommends that these Financial Statements be accepted by Council.

Kerry Place

The Committee discussed the poor condition of the pavement on Kerry Place cul-de-sac. Councillors received some written complaints from citizens living on that street.

The Committee recommends that staff visit the street and provide some recommendations on possible improvements.

Queen Street Dinner Theatre

The Committee discussed Board Representation from Council for the Queen Street Dinner Theatre and recommends that Terri-Lynn Oldford be appointed as a citizen representative for the 2020\2021 season.

Paving

The Committee discussed the condition of the roads across Town, particularly, the main routes and generally believe greater maintenance efforts are required.

The Committee recommends that staff turn its attention to addressing the potholes and these main routes as soon as possible.

Litter

The Committee discussed their observations about the amount of litter that has accumulated across the community.

The Committee recommends that management assign staff to clean up the high visibility areas immediately and establish plans to clean up the litter across the community as more staff become available.

Rezoning Request – Former Booth School Property on King Street

The Committee discussed a concern from a resident about the re-zoning request related to the former Booth School property on King Street.

The resident has requested a meeting with Council, therefore the Committee recommends that the resident be invited to a future Public Works and Development Committee meeting.

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 Coady-Davis stated that with regards to the lab at the Hospital here in Grand Falls-Windsor, MHA Forsey was on Open Line this morning voicing his concerns and the information he had. Minister Haggie came on shortly after

and stated that the lab here is not closing and the services are not moving to Gander. He also said that he is unsure as to how the information was misconstrued, but they are strictly purchasing new equipment because the labs are in need of them and that is what the RFP was for. We will follow up and stay on top of this because it is very concerning because we do not want any services to come out of our Hospital or our Town and move to any other area.

Mayor Manuel advised it is important to point out to residents that we were made aware of this alleged situation about a week ago, and we did reach out to the Chief Executive Officer of Central Health and discuss this concern with her and we were given the same answer as what Minister Haggie is saying today. We were told there would be no impact on jobs or amount of work in the lab in Grand Falls-Windsor which is great news. He is sure our MHA's will dig a little deeper into this which is important to do to make sure there is no negative impact on our community. He also mentioned that there is a lot of litter in the community and he knows that since we have put a big effort into getting out, particularly, in the commercial area to clean up litter they have done a fantastic job. Unfortunately, this year we did not get to use our community groups as we have in the past by getting them to take an area of Town to clean up, and in return give them a small grant for their efforts. That was a win-win situation for us, but because of the COVID-19 we could not do that this year. He also noted that in relation to Kerry Place we have been aware of the deplorable condition for quite a while now and we have done some significant work down there last week. So Kerry Place will see significant improvements and we hope the residents are happy with the work that has been done there.

Committee of the Whole (3 of 3)

The following report was also presented by Deputy Mayor Browne.

COVID-19 Update

1. The Saturday Drop-Off is scheduled to re-open on May 23rd, 2020. Signage has been improved and the Municipal Enforcement Officers will be on site for this first event because of anticipated traffic.
2. COVID-19 Occupational Health and Safety Guidelines have been circulated to all staff and they are expected to review and sign them by June 1st, 2020.

3. Management will be targeting June 1st, 2020 for the seasonal workers recall, but this date is contingent on having sufficient PPE in stock and ensuring all of the Occupational Health and Safety Guidelines are understood by staff.
4. Council received forty-eight (48) submissions for the COVID-19 Hero call for nominations campaign. Council is looking forward to recognizing the nominees.
5. A press release was circulated this week announcing the opening of more Town facilities.
6. The Committee discussed citizens' complaints about people continuing to use the Skateboard Park and Basketball Court.

The Committee recommends that staff improve the "Facility Closed" signage and connect with the RCMP to encourage them to monitor our facilities during their patrols.

Summer Students

Summer student applications are now being received with a deadline of June 3rd, 2020.

Staff Reporting Procedures

A memorandum was sent to all staff on May 22nd, 2020 explaining to staff the reporting expectations when there is an employee or operational concern.

Litter

The Committee wishes to express their appreciation for the job done on cleaning up litter along Harris Avenue.

The Committee also recommends that staff write the business community to encourage them to clean up around their properties.

I move the recommendations and report of this Committee.

Motion

Browne\Coady-Davis

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

Mayor Manuel gave an update on the COVID-19 Heroes. We had forty-eight (48) submissions and we have put together a video to post on our Facebook page listing all of the very well deserving nominees. All the COVID-19 Heroes will receive a certificate from the Town and a letter from the Mayor along with a little gift that we will get your nominator to present to you. On Friday during my weekly update video I will do some random prize draws amongst the COVID-19 Heroes nominees as we have some local business gift cards to give away still and we will do that then. Hats off to everybody at this difficult time and to have almost fifty (50) submissions of COVID-19 Heroes is just fantastic, and I am glad it was something we were able to do. He would also like to mention the Saturday Drop-Off started up again this past Saturday and there was a large crowd and because of that it was slow going. There was only so many people allowed in at a time and people had to unload their own litter, but overall the residents were very cooperative and we felt that it went really well. Just wanted to remind people that the next Saturday Drop-Off will be Saturday, June 6th, 2020. Also our Spring Clean-up will commence on June 15th, 2020 and run for three (3) weeks with more information to be announced in the very near future.

NOTICE OF MOTION

None

OTHER BUSINESS

Councillor Coady-Davis advised that all Councillors have been getting a lot of correspondence and there are many posts on Facebook about people not picking up after their pets. When you are walking your pets, whether it is on a sidewalk or a walking trail or in the woods, it does not matter where you are you are required to pick up after your pet. Picking up after your pet does not mean picking it up with the bag and then tossing the bag out in the woods or leaving the bag on the trail. It means tying the bag to your dog's leash or carrying it to the next garbage can or even taking it home with you to dispose of it in your own garbage. We are all happy to get outdoors and enjoy it as best as we can, and we should not have to worry about what we step in, so please pick up after your pets and dispose properly.

Mayor Manuel said it is a huge issue and it is quite frustrating to see the issue of dog waste and people not picking up after their pets. It comes down to respect or lack thereof quite frankly if people are not going to take it upon themselves to clean up after their pet. They are disrespecting their fellow dog walkers and fellow citizens. This can be a littering offence, but the challenge to issuing tickets is that we have to catch the individuals red handed by our Municipal Enforcement Officers or an individual would have to be willing to point a finger and provide a statement that they saw them and be willing to go to Court if it should come down to that. Please pick up your dog waste and dispose of it properly so that it is not an eyesore or hazard for our walkers around Town.

Councillor Dwyer advised with respect to the Union Street overpass shutdown, we are looking at a complete shutdown from mid-June until the end of August. During that time pedestrian traffic will still be maintained throughout the reconstruction. There will be ample signage around regarding alternate routes and the crew will be operating seven (7) days a week until the job is done. This is work that has to be done as Council has been lobbying the Provincial Government for this work for quite a number of years and finally have a commitment that it will get done and we look forward to that being completed this summer.

Mayor Manuel said tentatively this work is set to start on June 15th and there will be lots of notices around Town to redirect traffic. We do recognize that this will be a major inconvenience for a couple of months, but it is work that has to be done. This is a project that will allow that overpass to be left alone for fifteen (15) or twenty (20) years from now before it will require any maintenance, so we are glad that this is happening soon.

Councillor Whiffen advised that Marathon Gold had a virtual information session on Rogers just before this meeting and they will be continuing with those tomorrow if anyone is interested in joining the link on their Facebook page. Central Newfoundland Waste Management are continuing to recycle, so it is safe for residents to continue to use their blue bags for recyclables to be picked up on their garbage day. He said he noticed around Town that there is a lot of traffic lately, so he wanted to remind drivers to be driving with caution around Town, use the street signs, and use your indicator lights, as there are a lot more people and children around on the streets. He has noticed a lot of speeding and careless driving, so he wanted to remind drivers to pay more attention and use a little more caution.

Mayor Manuel mentioned another note on that is distracted driving. You still see an enormous amount of people going around Town using cell phones while driving. Using a cell phone while driving is illegal, and the fact that people are still texting while driving is disturbing. I would ask people that are in the habit of doing that to consider for a second what could happen in a split second.

Something could happen that could change your life and the lives of other people in a very negative way because you could not wait until you got to your next destination to check your phone or send your next message. It is a very serious issue and you see far too many people with their heads down while they are driving and I am surprised that there has not been more accidents as a result of that practice.

Councillor Whiffen advised that he would like to remind businesses and citizens throughout the community to begin cleaning up their properties. Spring Clean-up is coming up the middle of June so it will give you an opportunity to put all your garbage curbside. We will go after residents and businesses that choose not to clean up their properties, so he asked everybody to make an extra effort to clean up your property and help keep Grand Falls-Windsor clean and beautiful.

Motion

Bennett\Whiffen

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of Tuesday, June 16th, 2020. This motion carried by a vote of 7-0.

The meeting adjourned at 9:11 P.M.

Barry Manuel
Mayor

Darren Finn
Chief Administrative Officer