

MEETING #464

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

8:00 P.M., TUESDAY, JUNE 21ST, 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
K. Antle, Director of Parks and Recreation
B. Griffin, Director of Finance

ABSENT: Staff: J. Saunders, Director of Engineering & Works

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #463 of Tuesday, May 31st, 2016.

Motion
Browne\Finn

Be it resolved that the Minutes of Meeting #463 of Tuesday, May 31st, 2016 would be adopted as circulated. This motion carried by a vote of 7-0.

BUSINESS ARISING OUT OF THE MINUTES

In response to a question from Councillor Browne, the Mayor informed Council that there has not been a response from the Minister of Justice regarding the closure of the Supreme Court.

In response to a question from Councillor Bartlett, the Director of Finance advised he will be reporting on revenues from Telus and Rogers at the next Finance and Administration meeting.

DISBURSEMENT REPORT

Councillor Pinsent presented the disbursement report in the amount of \$625,119.45.

Motion

Pinsent\Finn

Be it resolved that the disbursement report in the amount of \$625,119.45 would be adopted as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Public Works and Planning

The following report was presented by Councillor Coady-Davis.

Capital Works

Staff presented the Capital Works projects for the remaining funds in the existing Multi-Year Capital Program.

The information was discussed in detail and will be finalized at the Committee of the Whole meeting on June 14th.

Valard Work Camp – Maloney Street

The Committee discussed information presented to Valard in 2015 to construct a temporary work camp on Maloney Street.

The Committee recommends staff continue discussions with Valard who expects to be in this area late 2016.

NL Power – Pole Relocation on Grenfell Heights

The Committee discussed a proposal from NL Power to relocate poles from back lot to street side on Grenfell Heights from Islander RV to Ireland Drive. This upgrading is necessary due to outage problems being experienced with the existing line. The Committee does not support the proposal as it impacts existing residential properties.

The Committee recommends staff meet with NL Power to review other options.

Cromer Avenue to Princess Drive Extension

Several years ago, engineering work was completed to extend Cromer Avenue to Princess Drive. This would be an expensive project due to the amount of unsuitable material to be removed. The cost of the work would be recovered from land sales.

The Committee recommends that a call for expression of interest be advertised to determine level of interest in development. The intent would be to sell as one (1) block for larger scale development.

Planning and Development Staff

The Committee discussed options for planning and development staff due to the resignation of the Community Planner. An option presented was to combine duties of existing staff and management. A new job description was presented to meet the immediate requirements.

The Committee supports the proposal and job descriptions as presented and recommends it be forwarded to the Finance and Administration Committee for their review.

Correspondence – Carl Ryan – 22 Sutherland Drive

The Committee reviewed correspondence from Mr. Ryan concerning issues he had with the sanitary sewer at his house at 22 Sutherland Drive. This was discussed recently and a payment to assist with costs incurred was approved.

The Committee recommends the amount approved by Council at a previous meeting be maintained and no further payment be made.

Correspondence – Duane Sutherland – 5 Queensway

The Committee discussed the request from Mr. Sutherland for additional assistance to offset costs associated with unsuitable material on land he purchased from the Town. Mr. Sutherland was granted a discount of \$25,000.00.

The Committee reviewed the details and recommends the \$25,000.00 be considered an acceptable discount and no further reduction in price be approved.

Correspondence – Vigilant Management

The Committee discussed correspondence from Vigilant Management and the services they offer with respect to project management. Grand Falls-Windsor presently has staff that provides management services for our projects.

The Committee recommends no further follow up with Vigilant Management at this time.

Domestic Cutting Plans

The Committee reviewed the new proposed cutting plans as submitted by Forestry and Agrifood. This plan has been revised to incorporate the changes proposed by Council.

The Committee recommends the domestic cutting plan be approved.

Development Proposal – Colin Power – King Street

The Committee discussed the proposed development plan as submitted by Mr. Power for the multi-unit development of land on King Street.

The Committee recommends it be approved in principle, but subject to conditions as attached in emails to Mr. Power dated June 6th, 2016 from Mary Wong, Community Planner.

Home Based Business – 418 Grenfell Heights

The Committee reviewed the home based business application for 418 Grenfell Heights. The actual cabin units will be constructed off site and this application is for administration only.

The Committee recommends the application be approved.

Home Based Business – 41 Finn Avenue

The Committee discussed a request for a home based business at 41 Finn Avenue for Occupational Health and Safety Consultation. This is for administration only.

The Committee recommends the application be approved.

Home Based Business – 28 McCarthy Street

The Committee discussed a request for a home based business at 28 McCarthy Street. This is for administration only.

The Committee recommends the application be approved.

Correspondence – Jerry Hanlon – Non-Transparent Bags

The Committee discussed correspondence from Mr. Hanlon concerning dark non-transparent bags not being collected. This was a condition for the spring clean-up and was advertised. Central NFLD Waste Management has included an additional non-compliant fee to any waste coming to the landfill that includes non-transparent bags. The Town has no choice but to comply to reduce our tipping fees.

The Committee recommends staff respond to Mr. Hanlon's correspondence.

I move the recommendations and report of this Committee.

Amendment

Coady-Davis\Bartlett

Friendly Amendment:-

Council agrees that the Minutes be amended due to consequent negotiation that the land at 5 Queensway be sold for \$50,000.00 plus legal and survey. This is due to the amount of unsuitable material at the site.

Deputy Mayor Finn expressed his objection to the restriction of domestic wood cutting in a large area of land in the northern area of the Town limits. The restriction impacts appropriately two hundred (200) permit holders that have traditionally cut wood there for decades.

Motion

Coady-Davis\Bartlett

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

Salmon Festival

The following report was presented by Councillor Browne.

Ticket Sales Report

The Committee reviewed the ticket sales report for the Exploits Valley Salmon Festival.

The Committee recommends that we continue to update our ticket sales.

Marketing

The Committee reviewed the proposal from Rogers Media. It was decided that we would not use Rogers Media in our Festival proposal this year. The Committee reviewed a proposal from Transcontinental.

The Committee recommends that we purchase a banner ad for all Transcontinental community newspapers. The Committee recommends that our social media campaign begin an early bird count down immediately. The Committee also recommends that all print material be circulated for review by Council.

Dignitaries

The Committee discussed dignitaries for the Salmon Dinner.

The Committee recommends that the two (2) MHA's for our area, the Premier and MP be invited to attend the event.

Cooler Request

The Committee discussed a request to sell coolers at the Concert. Coolers would be sold for the same price as beer. This company is affiliated with Labatt Breweries and they have no problem with us selling this product.

The Committee recommends that we approve this request.

Food Service

The Committee discussed food service.

The Committee recommends that we obtain a list of products and discuss further.

Fort McMurray Benefit Night

Councillor Pinsent reported that plans are underway to have a Fort McMurray night on Monday, July 18th, 2016.

The Committee recommends that we proceed with plans for this and prepare a press release.

Other

The Committee recommends that we review and update our concert break even analysis. The Committee also recommends we obtain written communication on cost of service to be provided by a local group.

I move the recommendations and report of this Committee.

Motion

Browne\Moore

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 twenty-three (23). Total labour was \$1,239,125. This was \$67,976 (5.5%) under budget.

The Committee recommends that staff continue to monitor labour costs.

Cash Collections

The Committee reviewed the taxation receivable report as of May 31st. The total taxes outstanding as of that date are \$4,022,807 – an increase of \$15,415 (.38%).

The Committee recommends that staff pursue all outstanding taxes.

Budget Review

The Committee reviewed a statement of revenue and expenses for the month period ended April 30th. There were some budgetary issues noted pertaining to both revenue and expenses. Overall revenue and expenses are in line with our 2016 Budget. The Committee is pleased with our financial position at the end of April.

Funding Request – Exploits Valley High School

The Committee received a request from Exploits Valley High School.

The Committee recommends \$1,000.00 be approved to the Graduation Committee.

Gordon Pinsent Centre for the Arts

The Committee reviewed correspondence from the Manager of the Gordon Pinsent Centre for the Arts concerning the acquisition of a Czech glass sculpture which was part of the original Expo '67 Czech Pavilion. This Pavilion now stands as our Gordon Pinsent Art Centre.

The Committee recommends that the Director of Finance contact the Manager to further investigate this.

Job Description – Planning\GIS Technician

The Committee reviewed a job description for the Planning\GIS Technician.

The Committee recommends that this be approved at a Job Class 5. The Committee also recommends that the current job descriptions for GIS Technician (Job Class 2) and Community Planner (Job Class 5) be eliminated from the Job Description Manual.

I move the recommendations and report of this Committee.

Motion

Pinsent\Moores

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

It was noted that in the agenda item “Job Description – Planning\GIS Technician” the job class should be “Job Class 3”.

Committee of the Whole

The following report was presented by Deputy Mayor Finn.

Municipal Policing

Police Chief Thibault discussed a range of policing matters with the Committee. There will be a focus on Garbage Regulations such as not covering garbage at the curb. All violations will be issued tickets from this time forward. Parking on sidewalks and crosswalk violations are also going to be strictly enforced due to the number of pedestrians and youth that are walking and their safety is impacted. There has been a rash amount of vehicle break-ins and robberies over the past few weeks. Municipal Enforcement will be having random late night patrols to attempt to deter this. Council will be approaching the RCMP regarding the apparent lack of visibility and patrolling in Grand Falls-Windsor.

Chief Thibault was excused at 8:15 P.M.

Capital

The Director and Assistant Director of Engineering reviewed the Capital Program for 2016.

The Committee recommends that amounts within the existing Program be re-profiled as discussed to account for recent tender awards as well as changes in the priorities. There were minor changes and the revised list is attached to these Minutes. The Committee also discussed the details of the 2016 Paving Program and recommends that plan as attached be approved.

The Assistant Director of Engineering was excused at 9:30 P.M.

Municipalities Newfoundland & Labrador – Nomination

Municipalities Newfoundland & Labrador is accepting nominations for the 2016 Premiers Forum on Local Government.

The Committee recommends that Councillor Amy Coady-Davis be nominated by Council to serve on the Committee from the Central Region.

Main Street Softball Netting

The proximity of the new Main Street playground to the softball complex is presenting a safety hazard with balls landing in the playground.

The Committee recommends that the Director of Parks and Recreation prepare a budget for the installation of poles and netting to prevent this. This will be addressed at the next Finance and Administration Committee meeting as part of the Town Funded Capital.

Soccer Field Sodding

The baseball field at Centennial Park is being converted to a soccer field and requires the in-field to be sodded and fencing relocated. This work is part of the Town Plan to establish Centennial Field as our soccer complex and will see two (2) regulation soccer pitches with one (1) under lights. The cost of this work is estimated to be \$15,000.

The Committee recommends that the Director of Parks and Recreation prepare a budget for the next Finance and Administration Committee meeting for this week.

I move the recommendations and report of this Committee.

Amendment

Bartlett\Moores

Be it resolved that the agenda item “Capital” be removed and voted on separately. This motion carried by a vote of 7-0.

Mayor Manuel was excused due to a perceived conflict of interest at 8:50 P.M.

Deputy Mayor Finn chaired the meeting and advised that the reason the Mayor was in conflict was because the Corduroy Brook Enhancement Association building was included in the capital and was awarded to Burnt Bay Construction after being tendered. The award price was \$1,355,692.09.

Motion

Coady-Davis\Browne

Be it resolved that the “Capital” item would be adopted as presented. This motion carried by a vote of 6-0.

Mayor Manuel returned to the Chambers at 9:20 P.M.

Motion

Finn\Browne

Be it resolved that these recommendations and report with the “Capital” voted on separately 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.

Grand Falls House Property - Municipal Heritage Designation

The Committee discussed the option of designating the property around Grand Falls House as a Heritage Site (Municipal). After further research, it was determined that the building and property was designated by Council on June 2nd, 2009.

Heritage Designations – Memorial Grounds & Overseas Foresters Memorial – Grand Falls-Windsor Heritage Society Request

The Grand Falls-Windsor Heritage Society requested that the Town designate both of these locations as Municipal Heritage Sites.

The Committee discussed this and recommended that we proceed with the designation.

Exploits Aboriginal Community Group Partnerships

The Committee reviewed a letter from this group, in which it asked for Council’s support going forward with some of their events. The Parks, Recreation and Special Events Committee has already addressed this issue. The Chair indicated that she has met with them and offered Council’s support going forward.

Mobile Vendors Location – Amendment

The Committee reviewed the existing regulations and discussed the fact that several locations are privately owned and we do not have the authority to include on our list of approved vending locations.

The Committee recommended that the former Sobeys' lot of High Street, 20 Lincoln Road and 27 Lincoln Road be removed altogether from the list, and that only civic addresses be identified in the regulations. The Committee also recommends that the Economic Development Officer contact the owners of other locations for possible sites.

ICSC Toronto Retail Show

The Town has a booth in the 2016 International Council of Shopping Centres Retail Show in Toronto in September. The Mayor and Economic Development Officer will be in attendance at the Show. The Economic Development Officer will contact prospective retailers and developers in advance to set up meetings with the Town.

Rogers TV App Interview

The Chair and Economic Development Officer suggested that showing the new Town App on Rogers TV would bring more attention to it. The Committee agreed and the Economic Development Officer will set up an interview with Rogers for next week. We are especially attempting to show the value of the Alerts and other features.

Beothuk Institute Letter

Council received a letter from the Institute requesting funding.

The Committee recommends that the Chair will meet with the author of the request to determine how much they are requesting, what types of projects they will be undertaking, etc...

Data Centre Visit

The Business Development Officer has arranged a site visit to Grand Falls-Windsor with representatives of Primary Integration on Thursday, June 16th. They will also meet with other stakeholders such as Bell Aliant, Rogers, Nalcor Energy and the Province's Edge Program. The Business Development Officer is working on another visit from an engineering company later this summer.

Meals on Wheels

The Ad Hoc Committee is now officially registered as a not-for-profit group. They have a full Board and the Business Development Officer has been asked to sit on the Board, as well.

The Committee recommends that the Business Development Officer serve on this Board as a Director.

Age Friendly Steering Committee

The Committee received a \$10,000 grant through the Age Friendly Grant Program. It will be used to implement the Meals on Wheels Pilot Project.

Satellite Campus of the School of Nursing

The Dean of Nursing for MUN has submitted a budget for the Satellite Campus of the School of Nursing in Grand Falls-Windsor. The Business Development Officer has circulated a letter on behalf of Mayor Manuel to all the Mayors in the Central Newfoundland area, looking for their support of this project. The letter was also sent to several Government Ministers, as well as our local MHA's.

EXCITE Minutes October 28th, 2015 and January 27th, 2016

Both of these Minutes were reviewed by the Committee and accepted as presented.

Other Business

Cranberry Association – The group is looking for a facility for a future processing plant. The Town Manager\Clerk will inquire as to the property formerly known as the Abitibi Garage.

Recruitment Strategy – The Committee discussed how we can package the Town in order to promote it better both inside and outside the Province. Council will hold a brainstorming session at a future meeting to discuss ways to do this.

Senior's Friendliness Community – The Committee discussed ways that we can be more senior friendly going forward. It was recommended that we review the

community assessment report and meet with the Business Development Officer regarding this.

I move the recommendations and report of this Committee.

Motion

Bartlett\Browne

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

The following Resolution was presented by Councillor Bartlett.

GF-W 2016-238

R E S O L U T I O N

WAR MEMORIALS DESIGNATION AS MUNICIPAL HERITAGE SITES

WHEREAS: the year 2016 marks two (2) significant anniversaries, the 25th Anniversary of the incorporation of the Town of Grand Falls-Windsor, and the 100th Anniversary of the Battle of Beaumont Hamel in the greater Battle of the Somme of the First World War; and

WHEREAS: the Town wishes to recognize and honour in a permanent and unique way the contribution of our service men and women to the establishment and development of this Town, both in the past and currently;

BE IT RESOLVED: that Council designate as municipal heritage sites the following two (2) areas:

- (1) The Memorial Grounds on Lincoln Road, which contain both the Cenotaph constructed as a replica of the War Memorial in Whitehall, London and the former Town of Windsor Memorial Monument; and
- (2) The Foresters Memorial Park on Cromer Avenue; and

THEREFORE BE IT RESOLVED that Council will do all within its authority to protect and preserve these important sites into the future.

Motion

Bartlett\Moores

Be it resolved that Resolution GF-W 2016-238 for War Memorials Designation as Municipal Heritage Site be adopted as presented. This motion carried by a vote of 7-0.

OTHER BUSINESS

Councillor Coady-Davis reported on hosting the Joint Council meeting with MHA's Al Hawkins and Jerry Dean. There were several matters discussed concerning health and municipal issues. She urged the public to drive carefully around our many construction sites.

Councillor Bartlett encouraged everyone to get out to the giant flea market this coming week-end. She informed Council that she attended the drumming ceremony at Gorge Park and thoroughly enjoyed it. The Forest Diversification Public Session was held on June 16th and she encouraged the public to put forward ideas to Council.

Councillor Pinsent encouraged the public to see the new Memorial Grounds and congratulated the Town workers on doing a great job on the refurbishing. He reviewed the details of the Fort Mac Benefit Concert that will be held on Monday, July 18th.

Councillor Browne reviewed the status on the line painting due to some comments from the public. He congratulated John Hatt on being elected as Chair of the YMCA. He announced that there were two hundred and eighty-five (285) participants in the Centennial Road Cup Race representing thirty-three (33) communities.

Deputy Mayor Finn congratulated all twelve (12) nominees for the Youth of the Year and admired their resumes and community involvement. He thanked them all for their involvement and announced that Nicholas Power was selected as the Youth of the Year. He also thanked McDonald's Family Restaurant for co-sponsoring the event.

Mayor Manuel informed Council that there were thirty-five (35) youth firefighters graduated this past week. He also reviewed the 2016 Salmon Festival and encouraged everyone to get out and support it.

Motion

Browne\Finn

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, July 12th, 2016. This motion carried by a vote of 7-0.

The meeting adjourned at 10:00 P.M.

Barry Manuel
Mayor

M. Pinsent
Town Manager\Clerk