

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, JULY 7<sup>TH</sup>, 2020

PRESENT: Mayor: Barry Manuel  
 Deputy Mayor: Mike Browne  
 Councillors: Rod Bennett, Amy Coady-Davis, Holly Dwyer,  
 Shawn Feener  
 Staff: 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

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #528 of June 16<sup>th</sup>, 2020.

Motion

Bennett\Coady-Davis

Be it resolved that the Minutes of Meeting #528 of June 16<sup>th</sup>, 2020 would be adopted as circulated. This motion carried by a vote of 6-0.

BUSINESS ARISING OUT OF THE MINUTES

None

CORRESPONDENCE

We received an email on June 30<sup>th</sup> from Councillor Mark Whiffen requesting a Leave of Absence from Council temporarily.

## DISBURSEMENT REPORT

Councillor Bennett presented the Disbursement Report in the amount of \$1,022,915.85.

Motion

Bennett\Feener

Be it resolved that the Disbursement Report in the amount of \$1,022,915.85 would be adopted as presented. This motion carried by a vote of 6-0.

## COMMITTEE REPORTS

### Community Services

The following report was presented by Councillor Coady-Davis.

#### ATV Trails

The Committee discussed the ongoing issue of ATV's on the roads throughout Town at excessive speeds as well as the idea of upgrading our ATV trail system throughout Town. The enhanced trails would help promote tourism by encouraging out-of-town ATV users to stay in our Town rather than passing through it.

The Committee recommends the Municipal Police Chief work with the RCMP to put together some ATV safety messaging and promote it through our social media. The Committee also recommends staff work to develop a plan to upgrade our ATV trails and to investigate using a Consultant to develop an ATV Strategy that would upgrade our trails, promote tourism in Grand Falls-Windsor and make our trails safer for all users.

Municipal Police Chief Thibault was excused from the meeting at 6:03 P.M.

#### Gymnastics Building

The Director informed the Committee the current building we are renting for our gymnastics program is too small for our growing number of participants and that the condition of the building is such that it is not safe to operate the program.

The Committee recommends moving the gymnastics program to the Joe Byrne Memorial Stadium until we are able to come up with a better facility for the program.

### Mary March Museum Correspondence

The Committee discussed correspondence from a citizen looking for support for a request the citizen has sent to the Provincial Government to rename the Mary March Provincial Museum to the Demasduit Provincial Museum.

The Committee recommends the Mayor write a letter to the Provincial Government in support of this request.

### Kitchen Party Theatre Festival

The Committee discussed a request from the Kitchen Party Theatre Festival for financial support of \$15,000.00 towards their virtual festival this summer.

Though Council are supportive of this Festival, the Committee recommends not to make a financial contribution this year, but to offer staff support for the event having the Director of Community Services be a part on their Organizing Committee. Council hopes to be a financial supporter of this event next year when it returns to an in-person production at the Gordon Pinsent Centre for the Arts.

### COVID-19 Update – Level 2

The Director gave the Committee an update of the expected guidelines for the COVID-19 Level 2 announcement which is scheduled for Thursday, June 25<sup>th</sup>.

The Committee recommends staff review the Provincial Guidelines when they are announced and make the necessary arrangements to open the facilities that are permitted to open.

### Downhill Ski Hill

The Director informed the Committee of a meeting staff had with a resident and a contractor who are requesting support to construct a Downhill Skiing Hill on Scott Avenue at the Exploits Nordic Ski Trail facility.

The Committee recommends not to support this request at this time, but to continue with plans of a sliding hill in this area. More research is needed about this venture including the number of interested downhill skiers in our Town and ensuring there is a local Downhill Skiing Association in the area.

### Summer Student Hiring's and Programs

The Director informed the Committee the summer student hiring process is complete and some workers will start work this week. The majority of the students will start work on July 6<sup>th</sup> when most of our children summer programs begin.

The Committee recommends staff continue with the registration of our summer programs and ensure we meet all the Provincial Government COVID-19 Regulations for all programs we offer.

### Town Website

The Director informed the Committee he and Councillor Whiffen met with Prime Creative to begin the upgrades of the Town's Webpage.

The Committee recommends they continue to work with Prime Creative and report back to the Committee with possible format changes for approval.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Bennett

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

Councillor Coady-Davis wanted to note one clarification on the gymnastics building. There was an announcement on the Facebook page of the gymnastics program group on their registration and that they would be moving into the Joe Byrne Memorial Stadium. That initiated some conversation and feedback from the Minor Hockey Association and users of the Stadium wondering what was going to happen in the fall when hockey starts up and if the Joe Byrne Memorial Stadium is the primary home of the gymnastics program. As of right now during the summer months when there is no ice, we decided to put the gymnastics program in the Joe Byrne Memorial Stadium because our existing facility that we were renting was not appropriate. The program is continuing to grow and we were able to start it up again with the new COVID-19 restrictions in place. Temporarily, the gymnastics program will run from the Joe Byrne Memorial Stadium. We have no idea or feedback on how winter sports are going to be affected. We have committed to put ice down in the Windsor Stadium for the month of August for the Hockey Camps as we do every year. The Joe Byrne Memorial Stadium, depending on what happens with hockey and figure skating, and if Hockey NL says hockey will be starting up, we will make arrangements to make sure that they are all

accommodated and that ice surfaces are available for them. We are continuously working to find a permanent home for the gymnastics program.

Mayor Manuel advised that when it comes to summer ice the Windsor Stadium is a lot more conducive to summer ice than the Joe Byrne Memorial Stadium and it makes better ice over there. As Councillor Coady-Davis said, we recognize that gymnastics is a very popular and growing sport and Council have been actively looking for gymnasium space. Right now the facility that they have been using is no longer appropriate so the Joe Byrne Memorial Stadium it is and we will just see what these unknowns bring in the fall in terms of hockey, figure skating and other sports. No need to panic, we will try our best to accommodate everyone as always.

Councillor Bennett noted in the discussion with a resident and contractor about the downhill skiing hill, it was mentioned that the Ski Trail itself went down past the old Abitibi track-bed which was another reason why we could not accommodate that request and decided to go with a hill for children.

Mayor Manuel mentioned we certainly want to engage interest on downhill skiing in Grand Falls-Windsor and as it is with every single activity or every investment that we make, we want to make sure that a good portion of the population are going to be able to avail of those facilities, so a sliding hill will at some point be built down there and we are confident that this will be well utilized.

### Public Works and Development (1 of 2)

The following report was presented by Councillor Dwyer.

#### Development Regulations

Ms. Anna Myers presented Council, Management and staff of the Development Department with the proposed changes to the Development Regulations. These changes were discussed and all present received clarification on some proposed changes.

The Committee recommends all present complete a final review of the document and a decision will be made at the next Committee meeting if the Town should move to the next stage of the review process beginning with a Public Consultation meeting.

I move the recommendation and report of this Committee.

Motion

Dwyer\Browne

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

Public Works and Development (2 of 2)

The following report was also presented by Councillor Dwyer.

39 Dunn Place

The Committee welcomed Mr. Kayler and Mr. and Mrs. King to the meeting at 5:10 P.M.

The Committee allowed Mr. Kayler to provide his opinion and his reasoning for the landscaping on his property which has been an ongoing feud with the neighbour. Mr. Kayler is a horticulturist and he expressed to the Committee the importance of vegetation and the need to preserve the natural plant life in the Exploits Valley Region.

The Committee explained to Mr. Kayler that they are only invoking the Regulation with respect to his landscaping. His property is overgrown and he needs to comply with the Regulations. The Committee also informed him of an upcoming Public Consultation on changes to the Development Regulations and advised him to attend to express his opinion and concerns.

Mr. Kayler and Mr. and Mrs. King left the meeting at 5:50 P.M.

The Committee recommends upholding the previous decision regarding Mr. Kayler's landscaping.

Crown Lands Request – 118 1/2 Goodyear Avenue

The Committee reviewed a request from the resident of 118 1/2 Goodyear Avenue to purchase 804 square metres of backland. The land is former Abitibi Land and the Town must be the applicant to Crown Lands.

The Committee recommends this be approved; however, the extent of the land is to be at the same distance as the property at 120 Goodyear Avenue. This reduces the amount to 431 square metres. Staff are to identify the changes and complete the application to Crown Lands and it is to be sold as per the Town's Land Sales Policy.

### 50 Main Street Extension

The Committee reviewed a request from Mr. Fred Penney for the Town to purchase a piece of land at 50 Main Street Extension. A previous request to rezone this property was denied by Council.

The Committee recommends denying this request.

### Discretionary Use – 42 Memorial Avenue

The Committee reviewed a request for a Home Based Business at 42 Memorial Avenue. The proposed business is for 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 owners and it was advertised on the Town's Facebook page. No objections were received, however, two (2) neighbours expressed concern of excessive noise if the business were to kennel the dogs. After contacting the applicant, they noted there would be no kenneling and only one dog would be at the business at a time.

The Committee recommends this be approved with the conditions that kenneling is prohibited and excessive noise complaints could cause the permit to be revoked. In addition, the applicant is to obtain any approvals from Service NL and other Government Agencies as required.

### Regulation Enforcement

The Committee welcomed Mr. Andrew Hollett, Junior Building Inspector, to the meeting at 6:00 P.M.

The Committee was presented with an update on the Violation Notice Regulations and changes required to help staff enforce Town Regulations as requested by Council. The next step is to start the process by adding the additional Regulations and appoint the staff positions that can enforce them.

The Committee recommends staff prepare the documentation required and commence the process to make the required changes.

Mr. Hollett left the meeting at 6:30 P.M.

### Grenfell Heights Extension

The Committee discussed resident concerns of the condition of the road at Grenfell Heights Extension. This section of road is owned by the Department of Transportation and Works and little to no maintenance is completed. A request has been sent to the Department to address this roadway.

The Committee recommends staff follow up with the Department of Transportation and Works to get the status and express the need to address as soon as possible.

### Development Regulations

The Committee discussed the latest draft of the proposed changes to the Development Regulations and also the information presented at the June 18<sup>th</sup> meeting with Ms. Anna Myers.

The Committee recommends the process continue with the proposed document as submitted which is a Public Consultation.

### Fire Hall and Public Works Building

The Committee reviewed information provided by staff on the need for improvements to the Fire Hall and Public Works building. A significant investment is required to complete the work; however, there is no current funding available.

The Committee recommends Public Works complete essential repairs as needed and add the building to the list for future Capital Projects. In addition, the Committee recommends a long-term infrastructure plan be developed on the Town's buildings.

I move the recommendations and report of this Committee.

Motion

Dwyer\Coady-Davis

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

Mayor Manuel commented on Grenfell Heights Extension, that this is something that has been going on for several years now. Unfortunately for us, we have advocated and lobbied Government to turn the road over to the Town, but only when the road was brought up to standard that would be acceptable and comparable to other roads in our Town. Our former MHA's both whom are now gone had told us that it was going to happen and that things would be completed down there and here we are two (2) years later still with no action in that area. The residents have been coming to Council wanting to see that their tax dollars are represented the same as other people in the community and this makes it difficult for us because it is not our road. Technically, the road belongs to the Provincial

Government and we have been in discussions with the Department of Transportation and Works and he personally spoke to the Assistant Deputy at a Municipalities Newfoundland and Labrador meeting last November who told him that he would start the process to see this through and seven (7) months later still no action. The trend seems that when it comes to Provincial Government we are getting little to no attention, especially when we have been told we would be getting action. The residents in that area need to know that we will continue to lobby Government to have the work done on that road because there is no excuse why the road cannot be brought up to a comparable standard to other roads in the community.

Councillor Dwyer advised that with respect to the Development Regulations that she spoke about in the Minutes, the Public Consultation will be held on July 21<sup>st</sup> at 6:00 P.M. at the Ski Chalet. The public are welcome to attend that and if they have any concerns or want to hear about how the Regulations have changed and if it may impact them, then they are certainly welcome to attend.

### Corporate Services

The following report was presented by Councillor Bennett.

#### Dental Clinic Business Taxes

Dr. Warren Hall joined the Corporate Services meeting in the Council Chambers.

Dr. Hall brought forward his concern over his business taxes significantly increasing since he built his new building. The Committee thanked Dr. Hall for attending and discussed the possible options with staff.

The Committee recommends that staff look into Dr. Hall's situation to ensure the business taxes are properly applied and to touch base with Dr. Hall if there are any changes.

Dr. Hall was excused from the meeting at this time.

#### Labour Report

The Committee reviewed the labour costs as of week twenty-five (25). Total labour was \$1,569,406. This was \$99,998 (6.0%) under budget.

The Committee recommends that staff continue to monitor labour costs.

### Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$1,022,915.85 and recommends this be presented at the next Council Meeting.

### Youth Ventures NL

The Committee reviewed a request to waive permit fees for the Youth Ventures NL participants.

The Committee recognizes the importance of entrepreneurship among the younger generation and recommends this be approved.

### Resolution – 2019\2020 Investing In Canada Infrastructure Program Funding

The Committee reviewed a Resolution to accept funding related to Project No. 17-CCR-21-00010 – Goodyear Avenue Parking and Ball Field Recreation Upgrades.

The Committee recommends this funding be accepted and that the Resolution be put forth at the next Council Meeting.

### Municipal Asset Management Program

The Committee reviewed a request from the Public Works and Development Department to apply for funding to assist in the gathering of information for the Asset Management Program.

The Committee recommends proceeding with the application process.

### 2020 Student Hiring

The Committee reviewed details on the hiring process for students for the summer.

There were seventy-one (71) total applications and twenty-one (21) students hired. The Committee was pleased with the interest and looks forward to seeing them work within the community throughout the summer.

### COVID-19 Update

The Chief Administrative Officer reviewed the status of the Town's buildings and activities during Alert Level 2, along with the staff guidelines.

The Committee thanked the Chief Administrative Officer and all staff for their continued efforts during the COVID-19 Pandemic.

Committee Meeting Schedule

The Chief Administrative Officer discussed the upcoming Committee Meeting Schedule and recommended changes for the summer.

The Committee recommended these changes be approved as discussed.

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 6-0.

The following Resolution was presented by Councillor Bennett:-

RESOLUTION GF-W 2020-300

2019\2020 Investing In Canada Infrastructural Program Funding

WHEREAS: the Minister and the Council have agreed to enter into an Investing In Canada Infrastructure Program Agreement for the financing of the Goodyear Avenue Parking and Ball Field Recreation Upgrades No. 17-CCR-21-00010 and have agreed to cost not in excess of \$880,000 which amounts to \$798,014 after the GST\HST rebate calculation;

WHEREAS: the Cost-Shared Funding for this Agreement is as follows:-

Provincial	-	\$265,978
Federal	-	\$266,058
Municipal	-	\$265,978

AND WHEREAS: the Minister of Municipal Affairs and Environment has been authorized to negotiate an Agreement on behalf of the Province of Newfoundland and Labrador;

THEREFORE BE IT RESOLVED: that the Mayor and Clerk are authorized to enter into this Agreement on behalf of the Council.

Motion

Bennett\Coady-Davis

Be it resolved that Resolution GF-W 2020-300 would be adopted as circulated. This motion carried by a vote of 6-0.

### NOTICE OF MOTION

None

### OTHER BUSINESS

Councillor Bennett expressed congratulations to Exploits Valley High on their Graduation as it went over really well. He noted that Council gathered at the Town Hall to watch the motorcade and it was a great event.

Councillor Dwyer advised that we recently held our protest in front of the Hospital against the re-direction of lab services. Most recently we sent out a fact sheet to all residents of Grand Falls-Windsor and surrounding municipalities about the lab service and the effects the re-direction will have on our services. Some residents are not on social media and we recognize that, so what we will be doing next is having petitions at local businesses for people to sign. If you see the petition, please sign your name because this is a very important issue and we are not letting it go.

Councillor Coady-Davis wanted to wish all of our residents a safe and happy summer. We finally have some summer weather to enjoy. With our recreational facilities you will notice that a lot are open, the fountain is operational on High Street, the splashpad at Sutherland Drive playground is operational and our playgrounds are open. We are still asking people to please use physical distancing rules and regulations and be safe. If you have any questions or concerns, feel free to give the Recreation Department a call and we will guide you in the right direction.

Mayor Manuel advised Grand Falls-Windsor Day will be on Monday, July 20<sup>th</sup>, 2020 but we will not have our normal activities people are used to due to the

COVID-19 Pandemic, but it is still a Municipal Holiday. He also advised that our next Council Meeting will be August 11<sup>th</sup>, 2020.

Motion

Coady-Davis\Bennett

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of Tuesday, August 11<sup>th</sup>, 2020. This motion carried by a vote of 6-0.

The meeting adjourned at 7:33 P.M.

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Barry Manuel  
Mayor

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Steve Gosse  
Director of Corporate Services\Clerk