

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, JULY 12TH, 2022

PRESENT: Mayor: Barry Manuel
Deputy Mayor: Mike Browne
Councillor: Amy Coady, Holly Dwyer, Bob Hiscock,
Andrew Little, Dave Noel
Staff: Darren Finn, Chief Administrative Officer
Keith Antle, Director of Community Services
Nelson Chatman, Director of Public Works and
Development
Steve Gosse, Director of Corporate Services\Town
Clerk
Robyn Hannaford, Communications Officer

The Mayor called the meeting to order at 7:02 P.M. and asked for any errors or omission to the Minutes of Meeting #561 of June 21st, 2022.

Motion
Browne\Coady

Be it resolved that the Minutes of Meeting #561 of June 21st, 2022 would be adopted as circulated. This motion carried by a vote of 7-0.

The Mayor also asked for any errors or omissions to the Minutes of Special Meeting #562 of June 28th, 2022.

Motion
Dwyer\Little

Be it resolved that the Minutes of Special Meeting #562 of June 28th, 2022 would be adopted as circulated. This motion carried by a vote of 7-0.

BUSINESS ARISING OUT OF THE MINUTES

None

DISBURSEMENT REPORT

Councillor Dwyer presented the Disbursement Report in the amount of \$372,845.70.

Motion

Dwyer\Browne

Be it resolved that the Disbursement Report in the amount of \$372,845.70 would be received as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Public Works and Development (1 of 3)

Prior to the reading of this report, it was decided to separate the items for voting due to a perceived conflict of interest on the Tender Summary – 2022 Street Resurfacing.

The following report was presented by Councillor Coady.

RFQ Summary – Water Treatment Plant Roof Repairs

The Committee reviewed the RFQ Summary for the roof repairs at the Water Treatment Plant. There were three (3) quotes received and the lowest acceptable bid was from Bluebird Investments Ltd. with Pro Roofing as a Sub-Contractor for \$129,621.85 HST included.

The Committee recommends this project be awarded to Bluebird Investments Ltd.

I move the recommendation and report of this Committee.

Motion

Coady\Browne

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

Councillor Noel was excused from the meeting at this time due to perceived conflict of interest.

Tender Summary – 2022 Street Resurfacing

The Committee reviewed the results of the 2022 Street Resurfacing Tender that closed on June 23rd, 2022. There was one (1) bid received from Penney Paving Ltd. in the amount of \$2,718,704.86 HST included.

The Committee recommends this tender be awarded to Penney Paving Ltd.

I move the recommendation and report of this Committee.

Motion

Coady\Hiscock

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

Councillor Noel returned to the meeting at this time.

Public Works and Development (2 of 3)

The following report was presented by Councillor Coady.

Land Request – Lincoln Road (3 Properties)

The Committee revisited the request from a previous meeting of three (3) properties on Lincoln Road requesting backland. Each of the property owners at 61, 63, and 65 Lincoln Road requested a 45m extension.

The Committee recommends that these requests be denied as this land will be needed for additional development in the future. However, the Committee do recommend that 63 and 65 Lincoln Road be permitted to extend their rear

boundary to match that of the other properties at 51-61 Lincoln Road. This land is to be sold as per the Land Sales Policy.

Land Request – Whitmore Street

The Committee received a request from a business owner to purchase the land at 67 Whitmore Street. The proposed development is for the construction of storage units. The lot is approximately 0.177ha.

The Committee recommends this be approved and be sold as per the Land Sales Policy. However, a 6m Right of Way is to be kept adjacent to the current Newfoundland Power easement for a future ATV trail.

Lind Avenue – Speed

The Committee reviewed a report from Municipal Enforcement on the vehicular traffic along Lind Avenue near the playground. The report indicates that a high percentage of motorists are obeying the speed limit in this area. The average speed for the period of June 6th – 21st was 36km\hour and the speed limit is 40km\hour. The Committee also discussed a previous request from a resident for speed bumps to be installed at the playground.

The Committee was pleased with the report and does not recommend any reduction in the speed limit or installation of speed bumps. However, the Committee recommends that the crosswalk at the playground be repainted as soon as possible and ensure new crosswalk signs are installed. The Committee also recommends that Municipal Enforcement patrol this area at key points of the day to help ensure speeds remain down.

Pondview Drive Development

The Committee reviewed correspondence from a developer interested in developing new lots along Pondview Drive. The developer is requesting Council assist in the construction cost for the water and sewer infrastructure that is required to complete the project.

The Committee recommends this be denied as private developments are to fund their own projects.

Sawmill Amendment Request

The Committee reviewed the revised wording in the amendment request for the use of domestic sawmills. The change would increase the motor size from

10hp to 15hp and would also permit use on properties not owned by the applicant with the owner's consent. The request for use of the domestic sawmill would remain discretionary.

The Committee recommends the application continue with the next appropriate steps in the process.

Discretionary Use – 34 Toulett Drive

The Committee reviewed a request by A & A Realty Company Ltd. to construct storage units at 34 Toulett Drive. This type of use is identified as a discretionary use in the Commercial General (CG) zone in the Town of Grand Falls-Windsor's Development Regulations (2022-2032). A notice was emailed to adjacent property owners and advertised on the Town's social media pages and the Department did not receive any objections or concerns.

The Committee recommends this be approved.

Heritage Centre Layout

The Committee reviewed a proposed site plan for the Heritage Society at their location on 7 Scott Avenue. Their plan identifies current infrastructure and the long-term plan for site development.

The Committee was pleased with the plan and looks forward to the overall development of the site.

Main Street Water Issues

The Committee discussed the concerns from residents at Main Street West of the water discolouration that had been occurring in recent months. The annual Flushing Program has not reached this area to-date. Investigation into the cause is continuing.

The Committee recommends staff follow up with the residents and provide more frequent flushing in the immediate area. The Committee also requests staff provide a report to the Committee once the annual Flushing Program is complete to see if this has improved the water quality in the area.

Public Works Production Reports

The Committee reviewed the report from the Public Works Department on work completed to-date.

The Committee was pleased with the report and requests these reports be presented regularly.

I move the recommendations and report of this Committee.

Motion

Coady\Little

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 inquired to the Director of Public Works and Development on the Main Street West water issue and whether there had been any headway on the issue.

The Director advised that flushing had been completed Thursday prior and that regular flushing was planned in that area for the future period. The Director also had a discussion with one resident who reported they were happy with their water colour to-date.

Mayor Manuel inquired when the main flushing program would reach the Main Street West area.

The Director of Public Works and Development responded that the program should be flushing in that area within the next two (2) or three (3) weeks.

Councillor Coady reported on the Lind Avenue request for sidewalk painting and signage. The crosswalk is painted; however, no signage yet.

The Director of Public Works and Development advised they will be installed the following week.

Motion

Coady\Little

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

Councillor Little was excused from the meeting at this time due to a perceived conflict of interest.

Public Works and Development (3 of 3)

The following report was also presented by Councillor Coady.

Parking – 54 High Street

The Committee reviewed correspondence from a business owner at 54 High Street regarding parking issues for their business. The owner noted there is not a lot of parking and contractors renovating the adjacent building is taking up space in front of their entrance. This is concerning especially for senior clients or those with accessibility issues.

The Committee recommends staff address the long-term parking by the contractors as these spaces are for short-term parking for all businesses. In the interim, the Committee recommends that some spaces be reserved for Natural Touch at 54 High Street.

I move the recommendation and report of this Committee.

Motion

Coady\Noel

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

Deputy Mayor Browne clarified that Councillor Little was excused because a member of his immediate family is an employee of the owner of 54 High Street.

Councillor Coady asked the Director of Public Works and Development whether he had contacted the contractor or business owner.

The Director advised he had been in discussions with the contractor about occupying the spaces.

Councillor Little returned to the meeting at this time.

The following Resolution was presented by Councillor Coady:-

RESOLUTION GF-W 2022-348

REVISED SCHEDULE “A”

MULTI-YEAR CAPITAL WORKS PROGRAM

WHEREAS: the Town of Grand Falls-Windsor qualifies for funding under the Provincial Multi-Year Capital Works Program;

WHEREAS: all projects and funding allocation under these Agreements must be approved through the Department of Transportation and Infrastructure;

AND WHEREAS: the Town of Grand Falls-Windsor has available funding remaining in the Multi-Year Capital Works Program and has to re-profile funding;

THEREFORE BE IT RESOLVED: that the Schedule “A” be revised and funding be re-allocated as per attached Revised Schedule “A”.

Motion

Coady\Hiscock

Be it resolved that Resolution GF-W 2022-348 be adopted as circulated. This motion carried by a vote of 7-0.

Community Services

The following report was presented by Deputy Mayor Browne.

Town of Buchans Correspondence

The Committee discussed a request from the Town of Buchans looking to borrow the Town’s Bouncy Castles.

The Committee denies this request and recommends staff provide them with the details on how to apply for funding to purchase their own Bouncy Castles.

Aquaculture Canada Conference

The Committee discussed the Aquaculture Canada Conference scheduled for August 15th-18th in St. John’s.

The Committee recommends the Mayor, Councillor Little and the Business\ Economic Development Officer register for this event.

Association of New Canadians - Correspondence

The Committee discussed correspondence from the Association of New Canadians requesting the Town partner with them to paint a mural in Grand Falls-

Windsor focused around Multiculturalism. They have a grant to partially fund the project.

Canada Day Celebrations.

The Director updated the Committee of the plans for the Canada Day Celebrations scheduled for July 1st which are highlighted by Family Day activities at Shanawdithit Centennial Field and a huge fireworks display at dusk.

Salmon Festival

The Director updated the Committee of the plans for the 2022 Salmon Festival scheduled for July 14th – 18th as well as the Festival brochure and flyer.

The Committee recommends staff finalize the brochure and flyer and mail the flyer to all households in Grand Falls-Windsor as soon as possible.

Town Merchandise

The Committee reviewed the RFP summary for Town Merchandise.

The Committee recommends staff order the merchandise from the lowest bidder of each item.

Health Accord Coalition Committee Presentation – 6:00 P.M.

At 6:00 P.M. members of the Health Accord Coalition Committee and the Business\Economic Development Officer were welcomed to the meeting. Members of their Committee gave a presentation highlighting the details the Committee has been working on over the last couple of months.

The Committee thanked them for their huge contributions so far and look forward to their continued efforts in making the Health Accord work for the citizens of Grand Falls-Windsor.

Their Committee and the Business\Economic Development Officer were excused from the meeting at 7:20 P.M.

I move the recommendations and report of this Committee.

Motion

Browne\Little

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

Councillor Hiscock offered congratulations to the Director of Community Services and his staff on an outstanding job on the scheduled events and recommends that citizens of Grand Falls-Windsor and surrounding area partake in the Salmon Festival and other events throughout the summer.

Deputy Mayor Browne clarified that the Town's response to the Town of Buchans' request for our bouncy castles was because they are currently in use weekly with specific staff trained to operate them that the Town of Buchans does not currently have. He also commended the staff of the Community Services Department for working with the Town of Buchans to achieve funding for their own equipment.

Councillor Dwyer advised that the Health Accord Coalition Committee's next meeting is upcoming on Thursday, July 14th. The Health Accord is going to be implemented in the short-term and we want to ensure we are on top of the changes.

Councillor Little advised he could not attend the Canada Day activities, but heard it was very well attended and residents were pleased with the fireworks display.

Mayor Manuel advised that Grand Falls-Windsor Day is coming up on Monday, July 18th, 2022 and is a completely free event with Fred Penner and the Swinging Belles in attendance as well as activities and games for children.

Mayor Manuel inquired about any Committee recommendations that were made regarding the Multicultural Mural and request more detail from the Association for New Canadians on the partnership.

Committee of the Whole

The following report was presented by Deputy Mayor Browne.

Grand Falls House Foundation Council Representatives

The Committee discussed correspondence from the Chair of the Heritage Foundation requesting Council representation to work with their Board.

The Committee recommends that Mayor Manuel and Councillor Little serve as representatives.

Salvation Army Correspondence

The Committee reviewed correspondence from the Salvation Army Grand Falls Citadel discussing their 2022 Red Shield Campaign and requesting support.

The Committee recommends that Council donate \$500 towards this Campaign.

Discretionary Use Notice – 3 McCarthy Street

The Committee reviewed a request to operate a domestic sawmill at #3 McCarthy Street. This type of request is considered discretionary for Council. Notices were mailed to the adjacent properties and objections were received by Council.

The Committee recommends that this request be denied.

Taxi Regulations

The Committee discussed the Taxi Regulations because of news that one of the local taxi companies have stopped operations.

The Committee recommends that when any licenses become available to the public that the public be informed through an RFP process. As well, the Committee recommends that staff confirm whether the local taxi company has stopped operations.

Flag Raising and Half-Masting Policy

The Committee reviewed the Policy related to rules that Council would follow with respect to raising flags, half-masting and raising special flags.

The Committee recommends that staff make further changes and report back to a future Committee meeting.

Disbursement Report

The Committee reviewed the Disbursement Report for the period ending July 4th, 2022 in the amount of \$372,845.70.

The Committee recommends this report be received as presented.

Taxation Receivables Analysis

The Committee reviewed the Taxation Receivables Analysis for the period ending June 30th, 2022. Total current receivables are \$3,617,349 for 2022 compared to \$3,966,530 for the same period in 2021. This represents the decrease of eight percent (8%).

The Committee is satisfied with the report and recommends staff continue with their collection efforts.

Labour Report

The Committee reviewed the Labour Report for the period ending Week 26. Actual expenditures at Week 26 are \$1,680,329 and this represents eight percent (8%) under budget for this period.

The Committee is satisfied with this report and recommends staff continue its diligent management of labour expenses.

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 Hiscock inquired if there had been any news on a wheelchair accessible unit (taxi) for the Town and Mayor Manuel suggested staff reach out to get an update on the situation.

Mayor Manuel discussed the recent transfer of the Mill Lands to the Town and the potential that will come with this acquisition. The Town looks forward to working with the Grand Falls House Foundation to benefit Grand Falls-Windsor and its citizen.

NOTICE OF MOTION

None

OTHER BUSINESS

Councillor Coady advised for the purpose of the Minutes and for the public that brick replacement on High Street began on Sunday prior that included the replacing of 2,000-3,000 bricks. Councillor Coady thanked staff for their hard work. She advised that the monument on High Street was removed for repair and will be replaced as it is recognized as an important and historic feature of the Town. Also, for the purpose of the Minutes, the fountain on High Street has not been in operation as the Town is awaiting replacement parts.

Councillor Noel inquired about sending correspondence to the Department of Transportation and Infrastructure about maintaining and upgrading Southside Road as an alternate means of accessibility should there be an incident on the highway that eliminate access. He also inquired about a community mail-out targeting the use of personal sports equipment such as basketball and hockey nets. He recognized the importance of physical activity, but requests that users be mindful of accessibility on roadways and sidewalks and to store equipment when not in use.

Councillor Hiscock addressed a resident issue on Grenfell Heights regarding water flow and drainage and requested the attention of the Public Works Department.

Councillor Hiscock requested that Mayor Manuel be excused from the meeting at this time due to a perceived conflict of interest.

Mayor Manuel requested for Deputy Mayor Browne to lead the meeting through this absence.

Councillor Hiscock inquired whether Financial Statements had been received from the Corduroy Brook Enhancement Association (CBEA) and if details could be provided.

Deputy Mayor Browne inquired to the Director of Corporate Services\Town Clerk if any requests for funding had been received from the Corduroy Brook Enhancement Association (CBEA).

The Director advised that no requests had been received to-date; however, the 2022 Budget had included an allocation of \$40,000 for Corduroy Brook Enhancement Association (CBEA) in accordance with prior years. The Director expects the Financial Statements to be brought forward at the next Committee meeting as their Annual General Meeting concluded recently.

Councillor Coady advised that organizations required to provide Audited Statements have to follow extensive processes and incur costs to adhere to reporting rules and regulations and therefore delays can be expected when requesting these kinds of documents.

Mayor Manuel returned to the meeting at this time.

Councillor Little advised he will be addressing the upcoming Grand Opening for Minor Baseball happening at 6:30 P.M. on July 13th, 2022 that will showcase the recent upgrades to the Goodyear Avenue Field facilities. The event is open to the public with free BBQ and entertainment as well as a game between two (2) Minor Baseball teams. He also addressed the level of speed around Town and inquired about Municipal Enforcement Patrol, particularly in playground areas.

Councillor Dwyer advised of a discussion with Central Health regarding the issue of transferring Lab Services and wanted citizens to be aware that the Town is advocating for their best interests in the matter.

Deputy Mayor Browne advised that after eight (8) years Lucien Forbes had stepped down as President of the Heritage Society and thanked him for his work and leadership through term. The Deputy Mayor also passed on congratulations to elected predecessor Allison Miller and is confident in her leadership to the Heritage Society and the people of Grand Falls-Windsor.

Mayor Manuel wished a very Happy 95th Birthday to life-long resident George Hynes. He also addressed the process for planning and completing infrastructure work and recognized the time it takes to ensure the process is completed thoroughly.

Motion

Little\Coady

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next scheduled meeting of Wednesday, August 10th, 2022. This motion carried by a vote of 7-0.

The meeting adjourned at 7:53 P.M.

Barry Manuel
Mayor

Darren Finn
Chief Administrative Officer