

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, SEPTEMBER 22ND, 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, Deputy Town Clerk
 R. Hannaford, Communications Officer

Prior to the meeting the Mayor signed a Proclamation for Ovarian Cancer Awareness Month.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #531 of September 1st, 2020.

Motion

Dwyer\Coady-Davis

Be it resolved that the Minutes of Meeting #531 of September 1st, 2020 would be adopted as circulated. This motion carried by a vote of 7-0.

Motion

Dwyer\Coady-Davis

Be it resolved that there be an addition to the Agenda for the Tender Award for the McCarthy Street Storm Water Upgrades. 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 \$2,766,654.54.

Motion

Bennett\Browne

Be it resolved that the Disbursement Report in the amount of \$2,766,654.54 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.

Farmer's Market Presentation

Members from the Grand Falls-Windsor Farmer's Market were welcomed to the meeting at 5:00 P.M. They presented the Committee with a Business Plan for the construction of a new building for their Market. They are requesting the Town's support through an ACOA application to be submitted by the Town.

The Committee thanked them for their very thorough and professional presentation and recommends to refer this item to the next Committee of the Whole meeting for further discussion.

The members of the Farmer's Market were excused from the meeting at 6:15 P.M.

Sliding Hill\Ski Hill Presentation

Mr. Greg Woolfrey, President of the Rotary Club, was welcomed to the meeting at 6:20 P.M. Mr. Woolfrey, with the support of the Rotary Club, presented the Committee with a proposal to assist the Town with the construction

of a sliding hill at the Exploits Nordic Ski Trail and the possibility of extending the hill to an Alpine Ski Hill in the future. The Rotary Club are supportive of the project through grant applications and fundraisers.

The Committee thanked Mr. Woolfrey for his presentation and recommends staff develop a plan with the Rotary Club for Phase I of the project which is the construction of the sliding hill and report back to the Committee for final approval.

Mr. Woolfrey was excused from the meeting at 7:10 P.M.

2020\2021 Stadium Schedule

The Committee discussed the schedule for the arenas this fall and winter. Due to the COVID-19 restrictions demand for the arenas is down this winter and several groups have already decided not to rent ice time at all this season.

The Committee recommends staff set up a meeting for all arena user groups on September 17th to discuss the COVID-19 guidelines and address any concerns user groups may have with this year's schedule.

YMCA Pool

The Director informed the Committee of an issue at the YMCA Pool. The pool has been leaking water that requires them to add water daily to keep the pool operational. The leak was initially very small, but has worsened over the last few months.

The Committee recommends staff further investigate the issue through pressure testing and pipe cameras and report back to the Committee with a solution.

Windsor Stadium Fan

The Director informed the Committee an exhaust fan is required at Windsor Stadium. All arenas in the Province were issued an Occupational Health and Safety directive which required the installation of a gas monitoring system. After installing the new system, it was realized there was insufficient ventilation in the building.

The Committee recommends the Engineering Department investigate the necessary ventilation fan needed and purchase the required equipment.

Manager of Economic Development Position

The Director informed the Committee the new Manager of Economic Development started work on September 7th. The Director will keep Council up-to-date on the progress of the new position.

Economic Development Update

The Director presented the Committee with a report from the Economic Development Officer highlighting the projects currently being worked on.

The Committee recommends staff continue to work on these initiatives and report back to the Committee with any new developments.

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.

Councillor Coady-Davis advised that the meeting with Stadium user groups was very well attended with a lot of great feedback. The schedule should be ready for release mid October.

Mayor Manuel noted there are so many unknowns around winter sports due to COVID-19, but if there is a need to use both arenas then that is what we will do. In saying that, if we can accommodate all user groups and sports with one arena then that would be a reasonable consideration.

Deputy Mayor Browne wanted to assure residents that when the YMCA pool leak has been identified, it will be fixed.

Councillor Coady-Davis advised the Windsor Stadium exhaust fan is needed because the CO² monitors are being triggered due to the increased cleaning, fogging and chemicals since COVID-19.

Mayor Manuel stated that we recognized the popularity of having a sliding hill and we plan on expanding our ski facility to have one.

Public Works and Development

The following report was presented by Councillor Dwyer.

Street Name – Gordon Pinsent Drive

The Committee discussed further the request from a resident to rename Pinsent Drive to Gordon Pinsent Drive. The street was named in honour of Mr. Gordon Pinsent and a letter was sent to Mr. Pinsent in October 1985 acknowledging the decision by Council.

The Committee recommends the street be renamed to Gordon Pinsent Drive and staff notify the businesses on the street and Canada Post of the decision.

Blackmore Street

The Committee reviewed a letter from 10538 NFLD. Ltd. where they are requesting the first phase of Blackmore Street to be completed with concrete and asphalt. In the letter, 10538 NFLD. Ltd. is offering to contribute to the construction. They would like this completed to move forward with more development.

The Committee recommends staff work out a resolution with 10538 NFLD. Ltd. and bring back to the Committee. If a deal can be completed, the work could be done in 2021 construction season.

Signage – 80 Lincoln Road

The Committee reviewed a request from a resident at 80 Lincoln Road to provide “No Thoroughfare” signage on the narrow land between Memorial Avenue and Lincoln Road. This lane is typically used for access to three (3) residential properties.

The Committee recommends Municipal Enforcement monitor the area to see the frequency it occurs. Also, the Committee recommends staff consult with all three (3) property owners to discuss possible options and bring back to the Committee for further discussion.

Goodyear Avenue – Parking

The Committee reviewed a request from a resident to address blind areas caused by parked vehicles on Goodyear Avenue. The area in question is on a turn near 11 Goodyear Avenue.

The Committee recommends that “No Parking” signs be installed on the inside of the turn. Also, the Committee recommends the Department of Public Works and Development and Municipal Enforcement work together to address other areas of similar concern within the Town.

Street Sign Policy

The Committee reviewed a proposed Street Sign Policy that identified the characteristics of a street sign for the Town. This will help staff to ensure all signs are consistent moving forward.

The Committee recommends the proposed sign layout in the policy be used for all streets; however, they would like an addition to the policy to have a slight variation of the sign to identify different districts in Town such as a business district, heritage district and a memorial district. Once the policy is revised, it is to be brought back to the Committee for further discussion.

High Street Traffic Circle

The Committee reviewed correspondence from a resident who had questioned why the traffic circle on High Street operates differently than the modern roundabout installed at the intersection of Scott Avenue\Grenfell Heights\Hardy Avenue. A traffic circle has motorist yield to traffic entering the circle as opposed to a modern roundabout where motorists in the circle have the right-of-way. The Committee discussed the pros and cons of changing the traffic circle to operate as a roundabout.

The Committee recommends that no changes be made at this time. This traffic circle had been there for decades and has operated fine. However, the Committee recommends all motorists always slow down while navigating the traffic circle and to be alert.

Goodyear Avenue Parking Lot Upgrades

The Committee reviewed the tender results for the Goodyear Avenue Parking Lot Upgrades that closed on Wednesday, September 2nd, 2020. There were four (4) bidders with the low bid from Penney Paving Ltd. at \$511,110.60 HST included.

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

In addition, the Committee reviewed an RFQ to pave a new walkway in the playground on Sutherland Drive. The lowest bid was Exploits Valley Paving at \$49,450.00 HST included.

The Committee recommends this be awarded to Exploits Valley Paving.

Legion Parking Lot

The Committee reviewed correspondence from the Royal Canadian Legion requesting assistance to have a portion of their land on Beaumont Avenue surveyed and appraised so they could sell it. This area is currently used as an overflow parking lot.

The Committee recommends staff make arrangements to grant their request.

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.

Mayor Manuel advised we are trying to work out an Agreement with the current property owners of Blackmore Street for upgrades. Hopefully, it can be developed for the residents and potential further development in the future.

Corporate Services

The following report was presented by Councillor Bennett.

Labour Report

The Committee reviewed the labour costs as of week thirty-five (35). Total labour was \$2,495,875. This was \$111,578 (4.3%) under budget.

The Committee recommends that staff continue to monitor labour costs.

Cash Collections

The Committee reviewed taxation collection for August 31st, 2020. Total taxation receivables as of that date was \$5,017,761 (\$3,425,537 – 2019) an increase of \$1,425,537 (46.48%) from the previous year.

The Committee recommends that staff continue its efforts to collect all outstanding taxes and to increase communications and statement mail-outs regarding outstanding balances.

Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$2,766,654.54 and recommends this be presented at the next Council Meeting.

Art Procurement

The Committee discussed the possibility of having the annual Art Procurement event in light of COVID-19.

The Committee recommends that staff recruit the Steering Committee as laid out in the Art Procurement Regulations. The Committee is supportive of the event taking place again this year, however, it is recommended that the event not be open to the public in the current year. Staff will also look into the option of having online access to any remaining works of art for the resident to purchase. Additionally, the Committee recommends a revised budget of \$5,000.00 for this event in 2020.

Conflict of Interest

Councillor Rod Bennett noted that he believes he is in conflict on any issues related to the upcoming contract negotiations.

The Committee agrees with Councillor Bennett and recommends that Councillor Bennett be excluded from any discussions or correspondence related to contract negotiations.

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.

Mayor Manuel mentioned that the Town has been involved in the Art Procurement Program since 2006 and has purchased approximately between \$60,000 - \$70,000 worth of art from local artists that we then display in our Town facilities. We would like to encourage people to get involved and submit their pieces.

The following Tender Summary was presented by Councillor Bennett:-

TENDER SUMMARY

McCarthy Street Storm Water Upgrades
Project #99-2020-7104

<u>Company Name</u>	<u>Amount</u>	<u>HST</u>	<u>Total</u>
ANW Construction Ltd.	\$ 52,085.00	\$ 7,812.75	\$ 59,897.75
Jamar Transport Ltd.	\$ 46,438.00	\$ 6,965.70	\$ 53,403.70
KDJ Enterprises Ltd.	\$ 66,639.00	\$ 9,995.85	\$ 76,634.85
Adams Construction Ltd.	\$ 59,615.00	\$10,442.25	\$ 80,057.25

Motion

Bennett\Coady-Davis

Be it resolved that the Tender for the McCarthy Street Storm Water Upgrades be awarded to Jamar Transport Ltd. in the amount of \$46,438 plus HST. This motion carried by a vote of 7-0.

The following Resolution was presented by Councillor Bennett:-

RESOLUTION GF-W 2020-303

WHEREAS: under Section 94 of the Municipalities Act of the Province of Newfoundland and Labrador, subject to the approval of the Minister, Council may borrow monies and issue securities for the repayment of monies borrowed;

AND WHEREAS: it is deemed necessary to borrow in addition to existing credit facilities the amount of \$997,236 – Energy Performance (total projects \$1,449,400).

THEREFORE BE IT RESOLVED: that subject to the approval of the Honourable Minister of Environment, Climate Change and Municipalities, Council borrow this amount from the CIBC Chartered Bank in Grand Falls-Windsor and that this amount be repaid in monthly principal payments of \$7,554.82 plus interest over eleven (11) year amortization.

BE IT ALSO RESOLVED: that the Mayor and Director of Corporate Services be authorized to negotiate said loan and to sign promissory notes and execute all documents pertaining to this Resolution.

Motion

Bennett\Whiffen

Be it resolved that Resolution GF-W 2020-303 would be adopted as circulated. This motion carried by a vote of 7-0.

Committee of the Whole (1)

The following report was presented by Deputy Mayor Browne:-

Joint Venture Request from the Rotary Club

Council discussed a request from the Rotary Club to enter into a partnership with the Town of Grand Falls-Windsor to help develop a sliding hill at the Cross Country Ski Trail facility and to also explore the feasibility for building infrastructure to meet the needs of the Alpine skiing sport.

The Committee recommends that the Town invite the Rotary to become a supporting partner in the development of a sliding hill. The Committee is not interested in pursuing efforts towards building Alpine infrastructure at this time, but may be interested in reassessing its position in a few years. The Department of Community Services has been planning a sliding hill facility for a number of years, so the Committee recommends staff continue onwards with its plan for constructing the same as soon as funds can be made available.

Honeywell Energy Performance Contract

The Committee recommends that the Town borrow \$997,236 to finance the expenses related to a Honeywell Energy Performance Agreement. The total cost of the Performance Contract is \$1,449,400. Funds borrowed will be recovered through energy savings over an eleven (11) year period with an annual review and reporting cycle to the Town.

Farmer's Market

The Committee discussed a request from the Farmer's Market group to provide a building and a permanent location for their operations.

The Committee recommends that the Town not invest in a permanent building structure at this time, but the Committee does recommend that the Town continue to provide support and improvements to their current operations. The Committee does recognize the advantages of a permanent building structure and will commit to continue working with the Farmer's Market group over the years to come to help them reach their goals. In the interim, the Committee also recommends that staff develop a site plan for the current Farmer's Market area to make it more functional. Such a plan should address issues related to the tent placement and its anchors, mobile vendor locations, road alignment, kiosks, landscaping improvements, parking site plan, picnic space, etc... Staff will meet with the Committee to discuss their needs.

Zip Line Community Trails along the Exploits River

The Committee discussed a need for the Town to cut trails on the south side of the Exploits River. Trails are needed for public access to experience the beauty of the river and the trails are also necessary for access to a future zip line adventure experience and a possible future pedestrian cable suspension bridge that will cross the Exploits River.

The Committee recommends that staff complete plans for the placement of trails and produce a "Call for Proposals" document that would enable these trails to be cut this year.

Cell Phone Policy

The Committee reviewed the Cell Phone Policy and recommends that it be adopted with modifications discussed in the Committee.

Social Media Policy

The Committee reviewed the Social Media Policy and recommends that it be adopted with modifications discussed in the Committee.

I move the recommendations and report of this Committee.

Motion

Browne\Whiffen

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 we will work with the Farmer's Market group to help them achieve their goal of a more permanent location in the future.

Mayor Manuel stated he would like to thank the individual that has patiently been waiting to develop a zip line along the river. It is a long process to get approval, but we are thankful that he is persistent with it.

Committee of the Whole (2)

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

The following report was presented by Deputy Mayor Browne:-

Drive-In Theatre

Councillor Shawn Feener was invited to speak to Council regarding his request to lease land for the seasonal operations of a Drive-In Theatre.

Councillor Feener was excused from the meeting at this point.

The Committee discussed the request and recommends that land on Maloney Street or Red Cliff be leased to Councillor Feener for a seasonal drive-in business. The Committee also recommends that no permanent structure be erected and the land be leased under the same terms as other land leased to other businesses this year. Council accepts no responsibility for negative effects to the drive-in business should this land be sold.

I move the recommendation and report of this Committee.

Motion

Browne\Dwyer

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 stated the land leased by Councillor Feener for the Drive-In Theatre will be treated the same as every other land leased.

Councillor Feener returned to the meeting at this time.

Committee of the Whole (3)

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

The following report was also presented by Deputy Mayor Browne:-

Collective Agreement

Councillor Bennett was excused from the meeting due to conflict of interest related to the Collective Agreement.

The Committee recommends that management prepare for establishing a new Collective Agreement as the current Agreement expires December 31st, 2020.

I move the recommendation and report of this Committee.

Motion

Browne\Feener

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

Mayor Manuel stated that Councillor Bennett's wife is an employee of the Town of Grand Falls-Windsor and is a member of the Union. That is the reason that Councillor Bennett will be excused from any discussions regarding the Collective Agreement.

Councillor Bennett returned to the meeting at this time.

NOTICE OF MOTION

None

OTHER BUSINESS

Deputy Mayor Browne advised that he and a few other Councillors recently went on a tour of the new Long-Term Care Facility and they were very impressed. The new sixty (60) bed facility will provide care for Level 3 patients here in Grand Falls-Windsor. Construction is on time and will be completed at the end of December 2020 and it is set to open April of 2021. He also said he was sad to hear the passing of the late Wilson Barnes, who was a long-time employee with the Town of Grand Falls-Windsor and a Volunteer Fire Fighter. Condolences to the family.

Councillor Coady-Davis reminded residents that the Fall Recreation Programs deadline is Thursday, September 24th at 11:30 P.M. She would also like to commend the Public Works staff for keeping our Town beautiful all summer.

Councillor Feener just wanted to point out that one of the nice things about the new Long-Term Care Facility is that it is designed for husband and wives to stay together.

Councillor Dwyer noted that the deadline for the written submissions regarding the rezoning of 19 King Street is Thursday, September 24th at 4:00 P.M. She advised that the Kitchen Party Theatre Festival has a podcast every Sunday morning at 10:00 A.M. They are also producing a play "Girls From Away" that will be available next year. She also advised that we have almost four thousand (4,000) signatures from local residents and residents from surrounding communities on our petition against the redirection of Lab services. We will be presenting them to the Minister in hopes of getting some answers.

Mayor Manuel wished a Happy 65th Anniversary to Ernest and Jan Duder.

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, October 13th, 2020. This motion carried by a vote of 7-0.

The meeting adjourned at 8:12 P.M.

Barry Manuel
Mayor

Darren Finn
Chief Administrative Officer