

MEETING #533

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M., TUESDAY, OCTOBER 13<sup>TH</sup>, 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 Credit Union Day – October 15<sup>th</sup>, 2020.

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #532 of September 22<sup>nd</sup>, 2020.

Motion

Bennett\Coady-Davis

Be it resolved that the Minutes of Meeting #532 of September 22<sup>nd</sup>, 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 \$1,529,363.94.

Motion

Bennett\Browne

Be it resolved that the Disbursement Report in the amount of \$1,529,363.94 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.

Social Change Network

The Committee discussed the Social Change Network and how Council should support their proposal to utilize the old Millcrest School.

The Committee recommends the Chief Administrative Officer check with the School Board to see the situation on the Town's request to get access to the building, for the Director of Community Services to check on the cost of renovations needed to make the building usable and for Councillor Whiffen to check with the Social Change Network group to see their current interest in their initial proposal to utilize the School.

Conference Infrastructure ACOA Application

The Director presented the Committee with a proposal for a Conference Infrastructure ACOA Application.

The Committee recommends staff complete the application and bring it back to the Committee for final approval.

### Stadium Schedules

The Committee discussed the possible options for Stadium Schedules this fall and winter.

The Committee recommends staff finalize all the user group requests and formulate a proposed Schedule for Council's approval. As there is much public confusion over the use of our two (2) arenas this winter, the Committee also recommends the Community Services Committee Chair and the Director of Community Services work with the Communications Officer to post a video on Facebook clarifying the process Council use to come up with a schedule for both stadiums.

### ATV Trail

The Committee discussed plans to improve the ATV trails in and around Grand Falls-Windsor that would benefit both our local riders and tourists coming through our Town on ATV.

The Committee recommends staff investigate getting a Consultant through a Government Program to help us develop a plan to improve our trails and better market these trails throughout the Province.

### Recreation Facilities Requests

The Director informed the Committee there have been a lot of requests from local community groups looking to use Town facilities for their programs as they are no longer able to use the schools during COVID-19.

The Committee recommends staff try to accommodate these requests as much as possible and to ensure we are meeting all the COVID-19 Regulations. As we close many of our facilities during the winter months we are not able to accommodate some of these requests all winter.

### Innovation Week

The Director informed the Committee October 19<sup>th</sup> - 22<sup>nd</sup> is Innovation Week and on October 19<sup>th</sup> we will be hosting a health technology interactive problem solving event for Exploits Valley High School students in conjunction

with NATI and Bounce Health Innovation at the Corduroy Brook Enhancement Association building.

### Playgrounds Closing Date

As part of the COVID-19 Provincial Guidelines staff have been cleaning the playgrounds twice a day all summer, but will close the playgrounds for the fall and winter.

The Committee recommends to close the playgrounds after Thanksgiving Day week-end. Staff will stop the current COVID-19 cleaning protocols and post signage that the playgrounds are closed to the public.

### Red Maple Festival

The Committee discussed possible events for the Red Maple Festival this fall.

The Committee recommends staff put together a program of activities that fit within the COVID-19 Guidelines and cancel any large gathering events such as Bonfire Night.

### Exploits Valley Rod & Gun Club Inc. Correspondence

The Committee discussed a Community Organization Grant Application from the Exploits Valley Rod & Gun Club Inc. requesting funding to get their range in operation and to purchase targets and safety equipment.

The Committee recommends the Director check with their group and ensure their Club is certified by the RCMP and report back to the next Committee of the Whole meeting for further consideration.

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 7-0.

Councillor Coady-Davis advised staff will continue to work with all user groups to accommodate all with the Stadium Schedule. She also advised that it has been decided to keep playgrounds and recreational fields open because the weather is so nice. She encouraged residents to continue using them and the closure will be posted at a later date than usual.

Councillor Whiffen stated the Social Change Network were interested in using the Millcrest building should the Town obtain it, but we have learned that the building will be demolished and only the gymnasium will remain.

Deputy Mayor Browne plead to people using dirt bikes and ATV's in Town to please slow down, as someone will get hurt. He also asked parents to please talk to children and ask them to slow down.

Mayor Manuel noted that we share your frustrations with the ATV's around Town and the RCMP are aware of the situation. We want to put a dedicated ATV trail in Town, but until then be aware of your surroundings and your speed.

Councillor Coady-Davis stated we should look into making a By-Law that holds the parents responsible for the infractions of the child on an ATV, because this is a problem across the island and definitely something we need to pursue.

## Public Works and Development

The following report was presented by Councillor Dwyer.

### Occupancy and Maintenance Regulations

The Committee reviewed the proposed changes to the Town of Grand Falls-Windsor Occupancy and Maintenance Regulations. These changes will include language that allow staff to provide better enforcement moving forward.

The Committee recommends that these changes be accepted and the document be forwarded to the Town Solicitor for review.

### Fence Regulations

The Committee reviewed the proposed changes to the Town of Grand Falls-Windsor Fence Regulations. These changes included language that will allow staff to provide better enforcement moving forward.

The Committee recommends that these changes be accepted and the document be forwarded to the Town Solicitor for review.

### Grenfell Heights Extension

The Committee reviewed more correspondence from a resident who is frustrated with the condition of the road at Grenfell Heights Extension. This section of roadway, from the intersection of New Bay Road to the Town's East boundary, falls under the jurisdiction of the Provincial Government and has received little to no maintenance for years. The residents who live in the region feel that the Town should upgrade the road. The Committee acknowledges that this road has deteriorated over time and has lobbied Government to upgrade this section, but to-date, has been unsuccessful.

The Committee recommends no maintenance be completed at this time as it is not in the Town's inventory; however, the Committee also recommends that the Town should team up with residents and meet with the MHA of Exploits to discuss in more detail. If Government would upgrade the road or fund the work, the Town could then take ownership and provide maintenance moving forward.

### Street Name – Dr. Janice Fitzgerald

The Committee discussed a request to have a street named after Dr. Janice Fitzgerald, the Province's Chief Medical Officer of Health. Dr. Fitzgerald is originally from Grand Falls-Windsor and this would help recognize the work she has done throughout the COVID-19 Pandemic.

The Committee agrees that this is a great idea and recommends it be added to the list of names for future consideration.

### Signage – 80 Lincoln Road

The Committee further discussed the request for "No Thoroughfare" signs on the lane between Memorial Avenue and Lincoln Road. Although there was a concern raised by a resident, they do not want any changes to the street such as a one-way or dead end to prevent traffic flow.

The Committee recommends that no action be taken at this time.

### Crosswalk Evaluations

The Committee reviewed the evaluation of crosswalks in the area around Exploits Valley Intermediate and at the intersection of Carmelite Road and Church

Road. These evaluations were conducted under the requirement of the Pedestrian Traffic Control Guide.

The Committee recommends the recommendations outlined in the evaluation be implemented; this includes additional signage, additional lighting and new crossings.

#### Exploits Valley Intermediate (Greenwood Avenue) – Correspondence

The Committee reviewed correspondence from the Principal of Exploits Valley Intermediate. In the letter, there was a request to have Greenwood Avenue traffic one-way during school hours due to congestion at the school and student drop-off areas.

The Committee recommends no changes be made at Greenwood Avenue; however, recommends that staff meet with the Principal to go over other possible solutions.

#### Future Capital Project (ICIP)

The Committee reviewed possible projects for the Investing In Canada Infrastructure Program (ICIP). Applications for this program are due in early November.

The Committee recommends staff complete an application for upgrades of the waterline on a section of Circular Road. This project was applied for in previous years, but funding was not approved.

#### Street Sign Regulations

The Committee reviewed various proposals for the look of street signs for a Business District and a Heritage District. There were discussions on which streets should be included for each.

The Committee recommends samples be brought to a future meeting for review.

#### Beaumont Avenue – Correspondence

The Committee reviewed correspondence from a resident of Beaumont Avenue who has concerns with parked vehicles on the south side of the street near

the blind hill. There is currently no parking permitted anywhere along the opposite side of the street.

The Committee recommends the Director of Public Works and Development and the Chief Municipal Enforcement Officer meet to discuss and implement any measures that are needed.

I move the recommendations and report of this Committee.

Motion

Dwyer\Whiffen

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

Councillor Dwyer advised since the meeting for Public Works and Development we have received an indication from Government that they are interested in negotiating a payment to the Town for completing the work necessary on the Grenfell Heights Extension.

Councillor Whiffen noted we need to look at vehicles that are permanently parking on the streets as it is distracting and interferes with other drivers and their safety.

Councillor Dwyer noted a lot of congestion on Greenwood Avenue with parents and school busses. We came up with a solution for Greenwood Avenue to be for busses only and the front of the school for parents.

The following Resolution was presented by Councillor Dwyer:-

Resolution GF-W 2020-304

2021\2022 Investing In Canada Infrastructure Program Funding

WHEREAS: the Town of Grand Falls-Windsor qualifies for funding under the Investing In Canada Infrastructure Program (ICIP) Fund;

WHEREAS: all projects and funding allocation under these Agreements must be approved through the Department of Environment, Climate Change and Municipalities;



AND WHEREAS: the Town of Grand Falls-Windsor has recognized the project listed below as high priority for the Town and have need of additional funding from the Investing In Canada Infrastructure Program (ICIP) Fund to address this need;

THEREFORE BE IT RESOLVED: that the Town of Grand Falls-Windsor apply for the funding for the project below:-

Circular Road Water, Storm and Sanitary Upgrades - \$3,489,067

Motion

Dwyer\Browne

Be it resolved that Resolution GF-W 2020-304 for the 2021\2022 Investing In Canada Infrastructure Program Funding 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 thirty-eight (38). Total labour was \$2,737,733. This was \$133,836 (4.7%) under budget.

The Committee recommends that staff continue to monitor labour costs.

#### Cash Collections

The Committee reviewed taxation collection for September 30<sup>th</sup>, 2020. Total taxation receivable as of that date was \$3,740,256 (\$2,969,596 – 2019) an increase of \$770,659 (25.95%) from the previous year.

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

Disbursement Report

The Committee reviewed the Disbursement Report in the amount of \$1,529,363.94 and recommends this be presented at the next Council Meeting.

Inside Workers Summary – Overtime

The Committee reviewed the overtime for inside workers as prepared by staff.

The Committee recommended that management keep an eye on overtime requests and make sure that the work is required to be completed prior to approving overtime.

Central Regional Services Board

The Committee reviewed the draft 2019 Financial Statements for the Central Regional Services Board.

The Committee recognizes the impact that the Board has on the Town's garbage operation and recommends that staff work with Council Liaison to continue to review the Board's financial information and provide recommendations.

Garbage Collection

The Committee reviewed a summary of garbage collection for residential buildings with more than one (1) unit.

The Committee recommends that staff look into the cost of providing this service to buildings with more than three (3) units, in addition to whether there is capacity within the current operations.

I move the recommendations and report of this Committee.

Motion

Bennett\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 advised that he met with Management of the Central Regional Services Board last week and there seems to be no changes to the cost of garbage collection next year.

### Committee of the Whole

The following report was presented by Deputy Mayor Browne.

#### Municipal Enforcement

The Committee reviewed some Operational Procedures and the Activity Reports from Municipal Enforcement. The Committee identified some areas where activity has decreased due to COVID-19 restrictions, reduced staff and general operational limitations.

The Committee is understanding of the reason for the reduced activity, but encourages managers and staff to collaborate and find ways to increase some of the activity areas.

Chief Municipal Enforcement Officer Rus Thibault was excused from the meeting at 6:00 P.M.

#### Laboratory Protest

The Committee discussed its recent activity related to the Council laboratory protest that is against the decisions to move some laboratory testing procedures to the hospital in Gander. A letter along with a copy of the petitions collected was submitted to the Minister of Health and Community Services, Premier and local MHA's. Council has also requested information from Central Health about its rationale for the decision and information about changes to laboratory capital plans in Grand Falls-Windsor from 2016 to present day.

The Committee recommends staff continue to follow up on the Town's request for information.

#### Meeting with the Premier

Mayor Manuel provided an update to the Committee on his recent meeting with the Premier. The Mayor discussed Council's concern related to the laboratory

changes in Grand Falls-Windsor, the Mill lands transfer and the lack of Data Centre developments. The Mayor also discussed opportunities related to mining and aquaculture and encouraged Government to ensure these industries are able to grow in Central Newfoundland.

### Rod and Gun Club

The Committee discussed a request from the Rod and Gun Club for a \$500 grant to help with some set-up costs. The Public Works and Planning Department also received a request for some in-kind support with excavation.

The Committee recommends that management follow up with the Rod and Gun Club and provide assistance where possible, including the \$500 grant, if it is determined necessary.

### Grenfell Heights Extension

Staff provided an update to the Committee on its communications with the Department of Transportation and Infrastructure regarding the need to make improvements to the Grenfell Heights Extension road. Staff will be providing a cost estimate to the Department of Transportation and Infrastructure this week and in turn they will give consideration to funding Council directly to complete this work. Such an arrangement would involve the Town accepting full ownership of this section of road going forward.

The Committee recommends that staff remain engaged with the Department of Transportation and Infrastructure to work to finalize an Agreement for completion of this work.

### Stadium Schedule

Staff updated the Committee on its progress in finalizing an Ice Time Schedule for user groups with the exception of the specific ice times requested per day; all requests from user groups have been accommodated to-date in the Schedule at the Windsor Stadium. Staff will continue to engage the user groups in case their ice time demands change along with potential changes in the COVID-19 Sports Guidelines.

Councillor Feener exited the meeting at 8:00 P.M.

Millcrest School

Staff reported to the Committee that the School Board has relayed information that the Roman Catholic Episcopal Corporation is interested in donating the Millcrest gymnasium to the Town.

The Committee recommends that staff work to finalize any details that would be necessary to complete the property transfer. The Committee also recommends that staff carry out any Engineering Reports that are necessary to determine the costs associated with undertaking improvements to the gym.

Municipalities Newfoundland and Labrador Conference

The Committee discussed participation at the 2020 Municipalities Newfoundland and Labrador Annual Conference that will be virtual this year.

Councillors Amy Cody-Davis, Mark Whiffen and Holly Dwyer will participate on behalf of Council.

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.

Mayor Manuel advised that we have filed an ATIPP request to have all the information and evidence provided for the decision of the Lab redirection, so we should have answers soon.

NOTICE OF MOTION

None

### OTHER BUSINESS

Deputy Mayor Browne expressed congratulations to those involved in cleaning up the riverbed for World Rivers Day. He also expressed condolences to the family of the late Harvey Thomas.

Councillor Bennett congratulated Ron and Carmel Rose on their 60<sup>th</sup> Wedding Anniversary. He also expressed congratulations to the staff of the Grand Falls Golf Club on a phenomenal year.

Councillor Whiffen wanted to remind people that October 19<sup>th</sup> – 23<sup>rd</sup> is “Small Business Week”. He would like to encourage people who are interested to get involved in the events taking place and help support local small businesses.

Mayor Manuel advised the next meeting will be after Halloween so he would like for residents to be careful and cautious while walking and driving around Town as it is getting dark earlier, and be extra cautious Halloween night.

#### Motion

Coady-Davis\Browne

Be it resolved that the meeting of the Grand Falls-Windsor Town Council would be adjourned until the next regular scheduled meeting of November 3<sup>rd</sup>, 2020. This motion carried by a vote of 7-0.

The meeting adjourned at 8:02 P.M.

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Barry Manuel  
Mayor

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Darren Finn  
Chief Administrative Officer