

MINUTES OF MEETING

GRAND FALLS-WINDSOR TOWN COUNCIL

HELD IN THE TOWN HALL

7:00 P.M, TUESDAY, DECEMBER 5TH, 2017

PRESENT: Mayor: Barry Manuel
Deputy Mayor: Mike Browne
Councillors: Rod, Bennett, Amy Coady-Davis, Shawn Feener,
Darren Finn, Mark Whiffen
Staff: J. Saunders, Town Manager\Clerk
N. Chatman, Director of Engineering and Works
K. Antle, Director of Parks and Recreation
B. Griffin, Director of Finance
G. Hennessey, Economic Development Officer

The Mayor called the meeting to order at 7:00 P.M. and asked for any errors or omissions to the Minutes of Meeting #486 of Tuesday, November 14th, 2017.

Motion

Coady-Davis\Feener

Be it resolved that the Minutes of Meeting #486 of Tuesday, November 14th, 2017 would be adopted as circulated. This motion carried by a vote of 7-0.

BUSINESS ARISING OUT OF THE MINUTES

None

DISBURSEMENT REPORT

Councillor Coady-Davis presented the disbursement report in the amount of \$470,753.32.

Motion

Coady-Davis\Finn

Be it resolved that the disbursement report in the amount of \$470,753.32 would be adopted as presented. This motion carried by a vote of 7-0.

COMMITTEE REPORTS

Economic Development, Tourism and Heritage

The following report was presented by Councillor Whiffen.

AND Co. Minutes – November 8th, 2017

The Committee reviewed the current Minutes and recommended that the Director of Finance contact the Executive Director of the Dinner Theatre about implementing a debit system for payment at the performances.

The Committee recommended that the Minutes be accepted as presented.

Objectives 2018 – Economic Development Officer

The Committee reviewed the proposed 2018 Objectives from the Economic Development Officer. Several recommendations were made. The Economic Development Officer will incorporate those suggestions into a new document and circulate to Council for further review.

Budget 2018 – Economic Development Officer

The Committee reviewed the Budget document for 2018 from the Economic Development Officer.

The Committee recommended that it be forwarded to the Finance and Administration Committee for further review.

Objectives 2018 – Business Development Officer

The Committee reviewed the proposed Objectives from the Business Development Officer for 2018 and made several suggestions.

Budget 2018 – Business Development Officer

The Committee reviewed the proposed 2018 Budget from the Business Development Officer and recommended that it be forwarded to the Finance and Administration Committee for further review.

I move the recommendations and report of this Committee.

Motion

Whiffen\Browne

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

Parks, Recreation and Special Events

The following report was presented by Councillor Bennett.

Santa Claus Parade

The Committee discussed a request from the Santa Claus Parade Committee for assistance in the amount of \$750.00 to make repairs to the Santa Claus Parade Float.

The Committee recommends to award their Committee the amount of \$750.00.

Miss Grand Falls-Windsor Pageant

The Committee discussed a request from the Miss Grand Falls-Windsor Pageant Committee for the Town's sponsorship to co-sponsor the event with assistance to book a facility for the event.

The Committee recommends the Director of Parks and Recreation make the booking arrangements for either the Classic Theatre or the Gordon Pinsent for the Arts at an approximate cost of \$800.00 to \$1,000.00.

EVH Cheerleading Correspondence

The Director of Parks and Recreation informed the Committee he had been in contact with the Principal of EVH regarding the details of the EVH team

requesting Travel Grant assistance. The team does represent EVH and does meet all of the Travel Grant criteria.

The Committee recommends approval of the Travel Grant in the amount of \$500.00 as per the grant criteria.

Christmas Countdown Facebook Challenge

The Director presented the Committee with the details for this year's Christmas Countdown Facebook Challenge.

The Committee recommends staff continue with the planning of the Challenge which is scheduled to start on December 1st.

2018 Parks and Recreation Budget

The Committee discussed in detail the 2018 Parks and Recreation Department Budget outlining the aims and objectives as well as recommendations for each individual account.

The Committee recommends to present these Budget submissions to the Finance and Administration Department for final revision and approval.

I move the recommendations and report of this Committee.

Motion

Bennett\Browne

Be it resolved that the Miss Grand Falls-Windsor Pageant and EVH Cheerleading Correspondence would be removed from the Minutes and voted on separately. This motion carried by a vote of 7-0.

It was also noted that the Director of Finance was also in attendance at this meeting.

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

Motion

Bennett\Browne

Be it resolved that the Miss Grand Falls-Windsor Pageant item would be adopted as presented. This motion carried by a vote of 6-0.

Councillor Finn questioned whether this was through the High School. It was in the past, but now is being organized by a private resident. He can support it if final arrangements are in place prior to the event.

The Director of Parks and Recreation will be getting a budget from the organizer and will bring it back to the Committee.

Mayor Manuel advised that there was a great turnout and participation for the Santa Claus Parade. He wished to thank Wanda and Steve Healey, Des and Bev Hynes and Greg Lake for a job well done.

Councillor Feener returned to the meeting at this time.

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

Motion

Bennett\Finn

Be it resolved that the EVH Cheerleading Correspondence would be adopted as presented. This motion carried by a vote of 6-0.

Councillor Coady-Davis returned to the meeting at this time.

Motion

Bennett\Browne

Be it resolved that these recommendations and report would be adopted as circulated with the items Miss Grand Falls-Windsor Pageant and EVH Cheerleading Correspondence removed which were voted on separately. This motion carried by a vote of 7-0.

Public Works and Planning

The following report was presented by Deputy Mayor Browne.

2018 – Budget

The Committee reviewed the 2018 Budget in detail.

The Committee recommends this be forwarded to the Finance and Administration Department for inclusion in the overall Budget and further discussion.

Adult Care Facility

The Committee discussed a proposal submitted by Kingsway Living Inc. for an adult care facility at the Maple School property. They have concerns about the tax rates for this type of facility in Grand Falls-Windsor.

The Committee recommends this be discussed at the next Finance and Administration Committee meeting.

Discretionary Use – 14 Sheppard Street

The Committee reviewed an application for an Airbnb at 14 Sheppard Street. The owner would use the upper level as a rental. A notice was mailed to the surrounding neighbours and some concerns were submitted.

The Committee recommends this be denied as a discretionary use at this time until the appropriate regulations have been drafted and approved.

Crown Land Referral – 27 McCarthy Street

The Committee discussed a Crown Lands Referral for one hundred (100) feet of land at the rear of 27 McCarthy Street. This land overlooks the hills and a Cranberry Farm.

The Committee recommends that a maximum of fifty (50) feet be approved for this application as per the Town's past land sales practice.

Carmelite Road – Speed Signs

The Committee reviewed a request for additional signage on Carmelite Road. This request was for a "Blind Hill" sign and a reduction in the speed limit in this area.

The Committee recommends staff consult with the Municipal Police on these concerns and determine the best location for these signs.

Garbage Collection – Narrow Streets

The Committee discussed the concerns on garbage collection at the narrow streets in Grand Falls-Windsor. There are approximately twelve (12) streets that would be affected with the residences totaling thirty-four (34).

The Committee recommends that staff meet with the garbage collection crew to discuss adjustments to the garbage collection to accommodate the residents

living on narrow streets in Grand Falls-Windsor and to ensure the safety of our garbage operators.

I move the recommendations and report of this Committee.

It was noted that the Director of Finance was also in attendance at this meeting.

Motion

Browne\Bennett

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

Councillor Bennett asked if there is a date set to implement changes to the garbage collection on narrow streets.

The Director of Engineering and Works advised that in early January has been suggested and all residents will be contacted.

Deputy Mayor Browne advised that the blind hill on Carmelite Road is causing some concerns with traffic and hoped to get a report from the Municipal Police Department soon.

Mayor Manuel also asked motorists to be attentive and slowdown in this area. This message is for all residents and pedestrians.

Councillor Finn wished to comment on the setting up of Airbnb's. He just wanted to be on record that he supports this concept and trusts the regulations will reflect these being incorporated into the community.

Deputy Mayor Browne advised that he thought all Council supported the concept, but there is a need for regulations to address neighbourhood concerns.

Mayor Manuel advised that the Town has regulations for other things, and it will be no different for Airbnb's, when these regulations are drafted.

Finance and Administration

The following report was presented by Councillor Coady-Davis.

Labour Report

The Committee reviewed the labour costs as of week forty-six (46). Total labour was \$3,054,537. This was \$18,602 (-0.6%) over Budget.

The Committee recommends that staff continue to monitor labour costs.

Disbursement Report

The Committee reviewed the disbursement report in the amount of \$470,753.32 and recommends this be presented at the next Council meeting.

Corduroy Brook Enhancement Association Financial Report

The Committee reviewed the Corduroy Brook Enhancement Association Financial Report for the year ended March 31st, 2017. The reporting for this is required under the Community Grant Policy.

YMCA Financial Report

The Committee reviewed the projected financial position for 2017.

The Committee recommends that staff meet with representatives of the YMCA to discuss the results and that the Operating Grant be further discussed during the Budget.

Budget – 2018

The Committee reviewed the Budget Objectives for 2017 and 2018 and the proposed Budget for 2018.

The Committee recommends these be further reviewed during the Budget preparation.

Union Contract

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

The Committee reviewed the proposed Union Contract for Town workers. The contract covers the years 2017-2020. Total wage increase is ten and a half percent (10.5%) over four (4) years.

The Committee recommends that this be accepted.

I move the recommendations and report of this Committee.

Motion

Coady-Davis\Browne

Be it resolved that Union Contract and Corduroy Brook Enhancement Association Financial Report items would be removed and voted on separately. This motion carried by a vote of 7-0.

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

Motion

Coady-Davis\Bennett

Be it resolved that the Union Contract would be adopted as presented. This motion carried by a vote of 6-0.

Councillor Bennett returned to the meeting at this time.

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

Motion

Coady-Davis\Bennett

Be it resolved that the Corduroy Brook Enhancement Association Financial Report would be adopted as presented. This motion carried by a vote of 6-0.

Mayor Manuel returned to the meeting at this time.

Motion

Coady-Davis\Browne

Be it resolved that these recommendations and report would be adopted as circulated with the Union Contract and Corduroy Brook Enhancement Association items removed and voted on separately. This motion carried by a vote of 7-0.

The following Resolution was presented by Councillor Coady-Davis.

RESOLUTION GF-W 2017-258

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 the amount of \$857,730 to finance 2017 Capital Projects.

THEREFORE BE IT RESOLVED that subject to the approval of the Honourable Minister of Municipal Affairs, Council borrow This amount from the CIBC chartered bank in Grand Falls-Windsor at a fixed rate over a ten (10) year term. This amount is to be repaid by general revenues over the fifteen (15) year amortization.

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

Motion

Coady-Davis\Bennett

Be it resolved that Resolution GF-W 2017-258 would be adopted as presented. This motion carried by a vote of 7-0.

The following report was also presented by Councillor Coady-Davis.

RESOLUTION GF-2017-259

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 the amount of \$751,264 to finance 2017 Capital Projects.

THEREFORE BE IT RESOLVED that subject to the approval of the Honourable Minister of Municipal Affairs, Council borrow this amount from the CIBC chartered bank in Grand Falls-Windsor at a fixed rate over a ten (10) year term. This amount to be repaid by general revenues over the ten (10) year amortization.

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

Motion

Coady-Davis\Finn

Be it resolved that Resolution GF-W 2017-259 would be adopted as presented. This motion carried by a vote of 7-0.

Salmon Festival

The following report was presented by Councillor Feener.

The Committee discussed several options for the Salmon Festival Concert as well as an event in the Stadium for Sunday night. Details will be presented when available for discussion.

The Salmon Festival will also be held from July 12th to 16th, 2018.

I move the recommendations and report of this Committee.

Motion

Feener\Bennett

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

Committee of the Whole

The following report was presented by Deputy Mayor Browne.

Abitibi Lands

The Committee reviewed a drawing identifying former Abitibi lands around the Mill area. Government has requested a letter from the Town outlining what we want to have transferred to the Town.

The Committee recommends staff draft a letter to the Minister requesting the following:-

1. All lands as identified on attached aerial photo be transferred to the Town.
2. Ten (10) acres will be assigned to the Grand Falls House\Mill Managers House property.
3. The Grand Falls House and Mill Managers House be transferred to the Town when remediation work is complete.
4. A maintenance fee to be paid by Government to the Town for the Grand Falls House property. The length of the maintenance agreement is open for discussion.
5. Government to assume all environmental liabilities associated with the Abitibi property.
6. Government to provide Council with the latest test\pit monitoring well information on environmental contamination.
7. Government to upgrade access road on Mill lands to connect to Scott Avenue.
8. Training Centre to be transferred to the Town free of charge. This building would have been demolished if Town staff had not intervened.

D. A. Construction Land – 1C Valley Road

The land at 1C Valley Road is for sale and it has been suggested the Town purchase it as it is adjacent to existing Town land.

The Committee recommends the Town not purchase the land at this time. It is also important that the owner and Real Estate Agent to be made aware this land is zoned conservation and any development on this property is restrictive.

Personal Care Home Proposal

The Committee reviewed a request to purchase the Maple Avenue land for a new long-term care facility. This will be approximately one hundred and twenty (120) beds for Level 1 and 2 with the potential to convert some rooms to Level 3 and 4 if approved by Government. The company has offered \$240,000 plus legal, survey, HST and road\service infrastructure upgrade as a purchase price. If agreements could be finalized quickly, site work may commence immediately. Building construction is expected to start in the spring of 2018 and opened fall of 2018.

The Committee recommends this offer be accepted and that staff draft the necessary Purchase and Sales Agreements.

Ski Chalet – Schedule “A” Change

The Committee reviewed a request to re-profile Multi-Year Capital Works Projects Funding to provide an additional \$150,000 to complete the interior of the ski chalet. No new money is required as this is within the existing funding agreement.

The Committee recommends this be approved.

2018 Budget

The Committee discussed information presented on the 2018 Municipal Operating Budget and recommends additional meetings as necessary to finalize the document.

I move the recommendations and report of this Committee.

Motion

Browne\Finn

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

Councillor Finn asked that when the Minutes are posted on-line that the drawing for the Abitibi lands also be attached.

The following report was also presented by Deputy Mayor Browne.

Budget – 2018

The Committee reviewed the financial documents presented as part of the 2018 Budget preparation.

The Committee recommends additional meetings be scheduled to continue the discussions and decision on Budget – 2018.

I move the recommendations 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 7-0.

NOTICE OF MOTION

Taxi Regulation

The following Notice of Motion was presented by Councillor Finn.

WHEREAS: the Town of Grand Falls-Windsor maintains Taxi Regulations that are intended to ensure a safe and reliable public transportation service;

WHEREAS: the Town of Grand Falls-Windsor only has licensees for five (5) taxi companies to operate and Council is responsible to ensure a reliable service is always provided:

BE IT RESOLVED: that the Taxi Regulations be amended to regulate what happens to a taxi operators license when they cease operations and what conditions a taxi license may be sold to another operator, albeit any transfer of a license must be approved by Council;

BE IT FURTHER RESOLVED: that the Taxi Regulations be amended to reflect that a taxi company who ceases operations for up to thirty (30) days shall fully forfeit their license and shall not be permitted to renew their annual taxi license in any case. Taxi operators who pay any annual fees shall be refunded that were paid for the period

while not an active operation;

BE IT FURTHER RESOLVED: that when a taxi operator ceases operation for greater than thirty (30) days that their permit is fully forfeited. The determination that a taxi business is not operational shall be based on no metered daily activity and/or no response to calls for service when checked by the Town Inspector. Taxi operators must provide verifiable records of daily metered activity otherwise Council will assume there is no activity when addressing such circumstances;

BE IT FURTHER RESOLVED: that when a taxi operator elects to sell a taxi business, this business must remain an active operation during the entire sale process and beyond;

BE IT FURTHER RESOLVED: that when a taxi license becomes available because an operator ceases operations, then this license will be immediately made available to the public through a public “Expression of Interest” process that is finally approved by Council;

BE IT ALSO FURTHER RESOLVED: that the new amended Taxi Regulations will be reviewed through Committee in a discussion that includes the above recommended changes, with a process for public input, and finally presented to the public in a March 2018 public Council meeting.

Motion

Finn\Coady-Davis

Be it resolved that Council accept the presented Notice of Motion. This motion carried by a vote of 7-0.

It was noted there is no decision required at this point. Council is committing to a process to make changes to the Taxi Regulations.

OTHER BUSINESS

Councillor Feener acknowledged some frontline workers with the Public Works Department and the resident wanted to publicly thank Mr. John Burke for his efforts in resolving her problems with a plugged sanitary sewer.

Councillor Whiffen congratulated the Central Newfoundland Zone Biathlon Championships winners :- Alyssa Wiseman (Silver, Junior Female); Penny Dove (Bronze, Junior Female); Alyssa Wiseman and Brock Tulk (Gold, Junior Team Category) and Penny Dove and Trent Bannister (Bronze, Junior Team Category). Alyssa Wiseman and Brock Tulk have advanced to the Provincial Biathlon Championships in Corner Brook in January. He also congratulated the Exploits Valley High Eagles on their continued representation and success.

Deputy Mayor Browne congratulated the Cataracts on the excellent games at the Stadium this past week-end which were well attended and provided great entertainment. He mentioned the Annual Community Light-up which will take place 6:30 P.M. on Thursday, December 7th at the Fire Hall. He also noted that the Exploits Jazz Band are holding their Christmas Concert 8:00 P.M. on Monday, December 11th at the Gordon Pinsent Centre for the Arts.

Councillor Coady-Davis advised that the Santa Claus Parade this past week-end was televised by Rogers and it will be shown on Cable 9 at later dates. The parade had fifty-four (54) floats and seventy-two (72) vehicles. She congratulated the Organizing Committee on an excellent parade. She also apologized to the St. Alban's Church for referring to their float as being from the Town of St. Alban's. She noted that the "Keep Christ in Christmas March" went great this past week-end and thanked former Mayor Walwin Blackmore and his Organizing Committee for an excellent job. She also noted that the Art Procurement Program was a great success this year. The program was extended to the school program and excellent pieces were presented. It was a difficult decision because of the quality of work presented.

Councillor Bennett congratulated Laurie Ballard on receiving the Senate 150th Anniversary Medal. He advised that he attended the Rivergold Dinner at the Golf Club the past week. He also congratulated the organizers and staff for the success of the Santa Clause Parade. He asked residents to support the Salvation Army Kettle Campaign.

Mayor Manuel advised residents of the active daily contest on the Town's Facebook page and asked residents to check for these contests daily. He advised that on Sunday, December 10 at 6:00 P.M. there will be a decorating and lighting event at Gorge Park. He also congratulated Laurie Ballard on receiving the Senate 150th Anniversary Medal for her community involvement and being recognized. He mentioned that this past week the Provincial Government announced that sixty (60) long-term care beds will be built in Grand Falls-Windsor over the next couple of years. He commended Deputy Mayor Mike Browne and Mr. John Burke who publicly promoted the need for this facility. He also advised Council will be meeting again soon to finalize the 2018 Budget and a public meeting to present the Budget.

Motion

Browne\Bennett

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, December 19th, 2017. This motion carried by a vote of - 7-0.

The meeting adjourned at 9:00 P.M.

Barry Manuel
Mayor

J. Saunders
Town Manager\Clerk